

Fort Bliss Job Order Contract: FY21  
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RSMeans FACILITIES UNIT PRICE BOOK - FORT BLISS, TEXAS  
TECHNICAL SPECIFICATIONS JOB ORDER CONTRACTING

Fort Bliss As-Built Requirements

LETTER-Template\_FY2020\_Toxic Substance Free Certification

Solid Waste Diversion

DPW-E Requirements

Historic Buildings Districts

Privatized Utilities Provider Demarcation Points

## PART 1 GENERAL

## 1.1 SCHEDULE

Commence, prosecute, and complete the work under this contract in accordance with the following schedule and Section 00 72 00 CONTRACT CLAUSES COMMENCEMENT, PROSECUTION AND COMPLETION OF WORK and LIQUIDATED DAMAGES:

	Item of Work	Commencement of Work (Calendar days)	Completion of Work (Calendar days)	Liquidated Damages per calendar days
(1)	All work for each task order	See task order RFP Letter.	Completion time and liquidated damages shall be in accordance with task order requirements	

- a. Liquidated damages for individual items of work will not be combined. Only the rate of the affected item of work will be assessed.
- b. Liquidated damages are not accumulative for multiple phases of work.

## \*Establishment of Turf

Planting for turfing work shall be accomplished during the first full planting season occurring just prior to substantial completion of the task order work. Maintenance of turfing work shall commence immediately after completion of initial watering and shall continue for a period of not less than 45 calendar days. Re-fertilizing shall commence not earlier than 5 weeks after commencement of maintenance and shall be completed not later than 3 days after commencement. No payment will be made for establishment of turf until all requirements of the work are adequately performed and accepted, as determined by the Contracting Officer.

## \*Landscaping

The planting of trees, shrubs, and vines shall be accomplished during the first full planting season occurring just prior to substantial completion of the task order work. Maintenance and replacement of trees, shrubs, and vines shall commence immediately after each plant is planted, mulched, and staked and shall continue for a period of 120 calendar days after all plants are planted, mulched, and staked.

\*\* Operation and Maintenance Manuals: See Section 01 78 00 CLOSEOUT SUBMITTALS, paragraph OPERATION AND MAINTENANCE MANUALS

\*\*\* Record Drawings: See Section 01 78 00 CLOSEOUT SUBMITTALS, paragraph titled RECORD DRAWINGS.

## 1.1.1 Testing of Heating and Air-Conditioning Systems

The times stated for completion of a task order includes all required testing specified in appropriate specification sections of heating, air conditioning and ventilation systems including HVAC Commissioning.

Exception: boiler combustion efficiency test, boiler full load tests, cooling tower performance tests, and refrigeration equipment full load tests, when specified in the applicable specifications, shall be performed in the appropriate heating/cooling season as determined by the Contracting Officer.

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1.2 TIME EXTENSIONS FOR UNUSUALLY SEVERE WEATHER (OCT 1989) (ER 415-1-15) (52.0001-4038 1/96)

a. This provision specifies the procedure for determination of time extensions for unusually severe weather in accordance with the contract clause FAR 52.249-10 entitled "DEFAULT: (FIXED PRICE CONSTRUCTION)." In order for the Contracting Officer to award a time extension under this clause, the following conditions must be satisfied:

(1) The weather experienced at the project site during the contract period must be found to be unusually severe, that is, more severe than the adverse weather anticipated for the project location during any given month.

(2) The unusually severe weather must actually cause a delay to the completion of the project. The delay must be beyond the control and without the fault or negligence of the contractor.

b. The following schedule of monthly anticipated adverse weather delays due to precipitation and temperature is based on National Oceanic and Atmospheric Administration (NOAA) or similar data for the project location and will constitute the base line for monthly weather time evaluations. The contractor's progress schedule must reflect these anticipated adverse weather delays in all-weather dependent activities. Wind is not considered in the Monthly Anticipated Adverse Weather Calendar Day Schedule.

MONTHLY ANTICIPATED ADVERSE WEATHER DELAY WORK DAYS  
BASED ON (5) DAY WORK WEEK

JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC
1	1	1	1	1	3	3	3	2	2	2	2

c. Upon acknowledgment of the Notice to Proceed (NTP) and continuing throughout the contract, the contractor will record on the daily CQC report, the occurrence of adverse weather and resultant impact to normally scheduled work. Actual adverse weather delay days must prevent work on critical activities for 50 percent or more of the contractor's scheduled work day.

d. The number of actual adverse weather delay days shall include days impacted by actual adverse weather (even if adverse weather occurred in previous month), be calculated chronologically from the first to the last day of each month, and be recorded as full days. If the number of actual adverse weather delay days exceeds the number of days anticipated in paragraph "b", above, the Contracting Officer will convert any qualifying delays to calendar days, giving full consideration for equivalent fair weather work days, and issue a modification in accordance with the contract clause entitled "Default (Fixed Price Construction)."

1.3 WORK RESTRICTIONS

1.3.1 Working Hours

Normal working hours will be 7:30 a.m. to 4:30 p.m. Monday through Friday unless otherwise indicated in the task order. Requests to work at times other than the stated working hours, including scheduled utility outages discussed below, shall be submitted to the Contracting Officer for approval. Contractor shall not work outside of the above stated working hours without prior written approval of the Contracting Officer.

1.3.2 Security Requirements

1.3.2.1 Installation Entrance Requirements

Entrance requirements to the Installation are specified in Section 01 35 10.00 44 SPECIAL PROJECT PROCEDURES FOR FORT BLISS.

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In addition to the requirements specified in Section 01 35 10.00 44 and for the duration of this Contract, access to Fort Bliss will be delayed between 5 minutes to 30 minutes or more due to increased security precautions, including the checking of vehicle occupants' IDs, vehicle manifests, and the searching of all vehicles. Any general or specific threat to the safety of those working or living at the Installation could result in longer waiting times at the access points to the Installation.

The following are the minimum requirements for contractor employees entering Fort Bliss:

- a. One form of picture ID.
- b. A memo from the construction company on their letterhead stating the reason for entry, contract number, and the location at Fort Bliss where the jobsite is located.
- c. All delivery trucks must have a bill of lading and delivery truck drivers must have a picture ID.

### 1.3.3 Identification of Employees

The Contractor shall be responsible for furnishing to each employee, and for requiring each employee engaged on the work to display, identification as approved and directed by the Contracting Officer. Prescribed identification shall immediately be delivered to the Contracting Officer for cancellation upon release of any employee. When required, the Contractor shall obtain and provide fingerprints of persons employed on the project. Contractor and subcontractor personnel shall wear identifying markings on hard hats clearly identifying the company for whom the employee works.

Contractor personnel shall wear visible Contractor-furnished employee identification badges while physically on the Installation. Each badge shall include, as a minimum, the company name, employee name, photograph, Contract Title, Contract Number, and the expiration date of the badge.

## 1.4 UTILITIES

### 1.4.1 Payment for Utility Services

Utility availability and Payment for Utility Services are specified in Section 01 50 00 TEMPORARY CONSTRUCTION FACILITIES AND CONTROL.

### 1.4.2 Coordination

For Contractor Telephone and Internet Service, the Contractor shall coordinate with ITBC and the local phone company for contractor telephone and internet service during construction.

### 1.4.3 Outages

The Contractor shall coordinate all requests for utility outages with the Contracting Officer in writing 14 days prior to date of requested outage:

- a. Water and sewer outages shall be held to a maximum duration of 4 hours unless otherwise approved in writing.
- b. Electrical outages shall have a maximum duration of 4 hours.

## 1.5 PAPERLESS CONTRACT SUBMISSION

### a. GENERAL INFORMATION ON PAPERLESS CONTRACT SUBMISSION

The goal is to reduce waste, decrease time, decrease associated costs, and to streamline most file transmission procedures.

b. METHODS OF DIGITAL SUBMISSION

This contract shall use digital submission methods to the greatest extent practicable. Acceptable methods are as follows, in order of precedence:

1. Secure, Password Protected Web-Based System Access must be allowed and approved by the Government Representative. Access must be allowed and approved by the Government Representative. This method shall not be used for security sensitive documents.
2. E-mail - E-mail limitations for file size must be considered prior to submission. Under current conditions, 10 megabytes is the limitation for e-mail.
3. CD/DVD - Will be accepted if no other method is possible and upon prior approval.

c. ITEMS TO BE SUBMITTED VIA HARDCOPY

Product samples, color boards, and any other item not feasible to submit digitally, shall be submitted hard copy. ENGR 4025 shall be submitted digitally always. The Government reserves the right to request hard copy submission on any item, if deemed necessary. Contractor shall be prepared to provide requested hard copy at any time.

1.6 CONTRACTOR PERFORMANCE EVALUATIONS

In accordance with the provisions of Subpart 36.201 (Evaluation of Contractor Performance) of the Federal Acquisition Regulation (FAR), construction contractor's performance shall be evaluated throughout the performance of the contract. The Mission and Installation Contracting Command (MICC) follows the procedures outlined in Engineering Regulation 415-1-17 to fulfill this FAR requirement. For construction contracts awarded at or above \$700,000.00, the MICC will evaluate contractor's performance and prepare a performance report using the Contractor Performance Assessment Reporting System (CPARS), which is now a web-based system. After an evaluation (interim or final) is written up by the MICC, the contractor will have the ability to access, review and comment on the evaluation for a period of 30 days. Accessing and using CPARS requires specific software, called PKI certification, which is installed on the user's computer. The certification is a Department of Defense requirement and was implemented to provide security in electronic transactions. The certification software could cost approximately \$110 - \$125 per certificate per year and is purchased from an External Certificate Authorities (ECA) vendor. Current information about the PKI certification process and for contacting vendors can be found on the web site: <http://www.cpars.gov>. If the Contractor wishes to participate in the performance evaluation process, access to CPARS and PKI certification is the sole responsibility of the Contractor.

1.7 CONTRACTOR PAYROLL RECORD

Contractor shall be required to log payrolls for all their own employees and subcontractors utilizing ENG Form 3180. Each subcontractor requires a separate ENG 3180 for their payrolls. The Contractor shall maintain the ENG 3180, along with the payrolls, on site and available for review by the Contracting Officer's Representative. The ENG 3180's shall be updated weekly as payrolls are submitted. After making copies for their files, the Contractor is required to submit the originals of each week's payrolls to the MICC. Before final payment, the Contractor shall provide the completed ENG 3180's to the Contracting Officer.

1.8 (S-102) CONTRACTOR SUPPLY and USE OF ELECTRONIC SOFTWARE FOR PROCESSING DAVIS-BACON ACT CERTIFIED LABOR PAYROLLS (April 2011)

**If the contractor elects to use an electronic payroll processing system, then the**  
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**contractor is encouraged to use a commercially-available electronic system to process and submit certified payrolls electronically to the Government.** The requirements for preparing, processing and providing certified labor payrolls are established by the Davis-Bacon Act as stated in FAR 52.222-8, PAYROLLS AND BASIC RECORDS and FAR 52.222-13, COMPLIANCE WITH DAVIS-BACON AND RELATED ACT REGULATIONS.

The contractor shall be responsible for obtaining and providing for all access, licenses, and other services required to provide for receipt, processing, certifying, electronically transmitting to the Government, and storing weekly payrolls and other data required for the contractor to comply with Davis-Bacon and related Act regulations. When the contractor uses an electronic Davis-Bacon payroll system, the electronic payroll service shall be used by the contractor to prepare, process, and maintain the relevant payrolls and basic records during all work under this construction contract and the electronic payroll service shall be capable of preserving these payrolls and related basic records for the required 3 years after contract completion. The contractor shall obtain and provide electronic system access to the Government, as required to comply with the Davis-Bacon and related Act regulations over the duration of this construction contract. The access shall include electronic review access by the Government contract administration office to the electronic payroll processing system used by the contractor.

The contractor's provision and use of an electronic payroll processing system shall meet the following basic functional criteria: commercially available; compliant with appropriate Davis Bacon Act payroll provisions in the FAR; able to accommodate the required numbers of employees and subcontractors planned to be employed under the contract; demonstrated security of data and data entry rights; ability to produce contractor-certified electronic versions of weekly payroll data; ability to identify erroneous entries and track the data/time of all versions of the certified Davis Bacon payrolls submitted to the government over the life of the contract; capable of generating a durable record copy, that is, a CD or DVD and PDF file record of data from the system database at end of the contract closeout. This durable record copy of data from the electronic Davis-Bacon payroll processing system shall be provided to the Government during contract closeout.

All contractor-incurred costs related to the contractor's provision and use of an electronic payroll processing service shall be included in the contractor's price for the overall work under the contract. The costs for Davis-Bacon Act compliance using electronic payroll processing services shall not be a separately bid/proposed or reimbursed item under this contract.

#### 1.9 ADDITIONAL CONTRACTOR PAYROLL RECORD

- 1) The Certified Labor Payrolls must be tracked electronically via WEB-based software and all data must be submitted via WEB. Payroll guidelines, "Instructions to Contractors on Contract Labor Requirements, published as "Appendix A, SWFP 1185-1-1" (also known as the Green book), will be provided to advise/inform contractors how these labor provisions will be administered and enforced.
- 2) The WEB-based software must be capable of downloading data directly from existing electronic payrolls, track workers to ensure that overtime is being paid when overtime status is reached on Government contracts whether on one or multiple contracts or different sub-contractors. The software must track apprentices and journeyman ratios, create and track SF-1444 "Request for Authorization of Additional Classification and Rate", track workers by name/address/with or without Social Security Numbers, allow automated redaction of information appearing on payroll statements for agency response to Freedom of Information Act (FOIA requests), and provide free online training by the software provider to any user of the software.
- 3) The software must allow fringe benefit statement to track fringe benefits "whether cash or into an approved plan, fund, or program. If the fringe benefits are paid into a plan, fund, or program the company's name (receiving benefits), phone number, and address shall be listed on the Statement of Compliance Form (DD Form 879

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or WH-347).

4) Software must provide a method of tracking standard and non-standard deductions such as restitution, alimony, child support, and allow for custom entries. Method of tracking must list the deductions on the statement of compliance or be listed as an attachment.

5) The Contractor is required to provide the updated 3080's and notify the Contracting Officer's Representatives weekly by email when the current payrolls are complete and ready for inspection/review on the WEB. Before final payment, the Contractor shall provide the completed ENG For 3180's and 3 disks (CD/DVD) which include complete copies of the Contractor and sub-contractor's payrolls/attachments, to the Contracting Officer's Representatives.

6) Electronic copies of electronically/manually signed forms/memos/letters such as SF 1413 Statement of Acknowledgement (sub-contractor agreement), SF-1444 "Request for Authorization of Additional Classification and Rate", employee deduction authorization, certification of apprentices and trainees shall be provided to the Contracting Officer's Representative as required by FAR.

#### 1.10 STREET CLOSINGS

The Contractor shall coordinate all requests for street closings with the Contracting Officer in writing 14 days prior to date of requested outage. Methods for utilities crossing streets will be specified by task order.

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION (NOT USED)

-- End of Section --

SECTION 01 10 00.30 44

JOC STATEMENT OF WORK

**Maintenance, Repair, Upgrade and Construction  
of Real Property Facilities at Fort Bliss**

**1. GENERAL**

The Contractor shall perform major repair, maintenance, and minor construction defined in each task order. The Contractor shall provide all labor, material and equipment in sufficient quantities to meet approved requirements.

The Contracting Officer or appropriately designated Job Ordering Official will issue to the Contractor a Request for Proposal (RFP). The Contractor shall be responsible for estimating the level of effort required to perform the requested work. The Government will provide the basic requirement to the Contractor detailing the task to be accomplished. The detail provided will vary from a general idea of what is required with no drawings to complete design documents, depending on the complexity of the project. The Contractor shall submit a complete detailed proposal of items required to perform the work required by the task order, within the time frame stated in the RFP. The proposal must be of sufficient detail and broken out so that the Government can readily determine if estimated quantities and level of effort is adequate to meet requirements for each task and subtask.

The Contractor shall provide, upon receipt of a task order, all work, materials, supplies, parts (to include system components), plant, supervision, labor, transportation, and equipment (except when specified as Government Furnished), for maintenance, repair, upgrade and construction of real property facilities at Fort Bliss, Texas and New Mexico, and the related services as specified in strict accordance with all the terms, conditions, special contract requirements, specifications, drawings, attachments, and exhibits contained in the contract or incorporated by reference as follows.

The Contractor's work and responsibility shall include all Contractor planning, programming, administration, and management necessary to provide all facets of work for the construction and related services as specified. The work shall be conducted by the Contractor in strict accordance with the contract and all applicable Federal, State of Texas/New Mexico, and local laws, regulations, codes or directives. The Contractor shall ensure that all work provided meets, or exceeds the critical reliability rates or tolerances specified or included in the applicable documents. The Contractor shall provide related services such as preparing and submitting required reports, performing administrative work, and submitting necessary information as specified under this contract and within individual task orders.

## **2. PERIOD OF PERFORMANCE**

The estimated period of performance for this contract is a 12-month base, and four (4) 12- month options. The maximum capacity in amount is \$100,000,000.00. The Government intends to exercise all options. Each task order issued under this contract shall have a negotiated period of performance.

Base year: 365 calendar days, not to exceed \$20,000,000

Option Period 1: 365 calendar days, not to exceed \$20,000,000

Option Period 2: 365 calendar days, not to exceed \$20,000,000

Option Period 3: 365 calendar days, not to exceed \$20,000,000

Option Period 4: 365 calendar days, not to exceed \$20,000,000

## **3. ANTITERRORISM/OPERATIONS SECURITY (AT/OPSEC) requirements:**

- 3.1 Level I AT Awareness training. This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area. All contractor employees, to include subcontractor employees, requiring access Army installations, facilities and controlled access areas shall complete Level I AT Awareness training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within 5 calendar days after completion of training by all employees and subcontractor personnel. Training will be conducted annually thereafter, if applicable. AT Level I awareness training is available at the following website: <http://jko.jten.mil>
- 3.2 Access and general protection/security policy and procedures. This standard language is for contractor employees with an area of performance within Army-controlled installation, facility, or area. Contractor and all associated sub-contractors employees shall provide all information required for background checks to meet installation access requirements to be accomplished by installation Provost Marshal Office, Director of Emergency Services or Security Office. Contractor workforce must comply with all personal identity verification requirements (48 CFR clause 52.204-9, Personal Identity Verification of Contractor Personnel) as directed by DoD, HQDA and/or local policy. In addition to the changes otherwise authorized by the changes clause of this contract, should the Force Protection Condition (FPCON) or Health Protection Condition (HPCON) at any individual facility or installation change, the Government may require changes in contractor security matters or processes.

For contractors requiring Common Access Card (CAC). Before CAC issuance, the contractor employee requires, at a minimum, a favorably adjudicated National Agency Check with Inquiries (NACI) or an equivalent or higher investigation in accordance with Army

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Directive 2014-05. The contractor employee will be issued a CAC only if duties involve one of the following: (1) both physical access to a DoD facility and access, via logon, to DoD networks on-site or remotely; (2) remote access, via logon, to a DoD network using DoD-approved remote access procedures; or (3) physical access to multiple DoD facilities or multiple non-DoD federally controlled facilities on behalf of the DoD on a recurring basis for a period of 6 months or more. At the discretion of the sponsoring activity, an initial CAC may be issued based on a favorable review of the FBI fingerprint check and a successfully scheduled NACI at the Office of Personnel Management.

For contractors that do not require CAC, but require access to a DoD facility or installation. Contractor and all associated subcontractors employees shall comply with adjudication standards and procedures using the National Crime Information Center Interstate Identification Index (NCIC-III) and Terrorist Screening Database (Army Directive 2014-05/AR 190-13); applicable installation, facility and area commander installation/facility access and local security policies and procedures (provided by Government representative); or, at OCONUS locations, in accordance with status-of-forces agreements and other theater regulations.

- 3.3 iWATCH Training. This standard language is for contractor employees with an area of performance within an Army controlled installation, facility or area. The contractor and all associated subcontractors shall brief all employees on the local iWATCH program (training standards provided by the requiring activity ATO). This local developed training will be used to inform employees of the types of behavior to watch for and instruct employees to report suspicious activity to the COR. This training shall be completed within 30 calendar days of contract award and within 15 calendar days of new employees commencing performance with the results reported to the COR NLT 30 calendar days after contract award.
- 3.4 For contracts that require OPSEC Training. Per AR 530-1 (Operations Security) all contractor employees, including subcontractor employees, shall complete OPSEC Level I training within 30 calendar days after contract start date or effective date of incorporation of this requirement into the contract, whichever is applicable. The contractor shall submit certificates of completion for each affected contractor employee and subcontractor employee, to the COR or to the contracting officer, if a COR is not assigned, within 5 calendar days after completion of training by all employees and subcontractor personnel. Training will be conducted annually thereafter, if applicable. OPSEC training is available at:  
<https://securityawareness.usalearning.gov/opsec/index.htm>
- 3.5 Pre-screen candidates using E-Verify Program. Proposed language: "The Contractor must pre-screen Candidates using the E-verify Program (<http://www.uscis.gov/e-verify>) website to meet the established employment eligibility requirements. The Vendor must ensure that the Candidate has two valid forms of Government

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issued identification prior to enrollment to ensure the correct information is entered into the E-verify system. An initial list of verified/eligible Candidates must be provided to the COR no later than 3 business days after the initial contract award." \*When contracts are with individuals, the individuals will be required to complete a Form I-9, Employment Eligibility Verification, with the designated Government representative. This Form will be provided to the Contracting Officer and shall become part of the official contract file.

### 4. DOCUMENTS

The following documents shall be utilized in the execution of the work under this contract:

- Job Order Contract (JOC) Division 01 General Requirements
- Job Order Contract (JOC) Technical Specifications
- Building Codes
- Unit Price Book (UPB) And Software
- Job Order Contracting (JOC) Standard Operating Procedures
- Job Order Contracting (JOC) Guide

#### 4.1 Job Order Contract DIVISION 01 GENERAL REQUIREMENTS

#### 4.2 Job Order Contract TECHNICAL SPECIFICATIONS

Furnish materials and equipment conforming to the requirements specified in the task order, or if not in the task order, in the Job Order Contract (JOC) Technical Specifications and included in the base contract.

### 5. BUILDING CODES

All work shall meet or exceed applicable Building Codes.

### 6. UNIT PRICE BOOK AND SOFTWARE REQUIREMENTS

6.1 COST ESTIMATING SOFTWARE REQUIREMENTS: The Contractor shall purchase, maintain and use the latest version of e4Clicks (e4Clicks) Basic or Professional Project Estimator. The Contractor shall use e4Clicks software to estimate and submit all of their estimates, both electronically and on paper. The Contractor is responsible for deciding which software application to purchase and the number of copies of the software that they will need to support their contract requirements.

6.2 The estimating and project management software package shall be Windows based software and shall be able to import and export estimates and projects electronically in a secured estimate file format. It shall be able to track projects by contract, contract year, estimator, customer and/or project location. It shall support project management tracking of project milestones, project costs, locations, contacts, and project notes. It shall provide a means for document management, whereas the user can setup template documents, point and click and create new,

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project specific documents using the current project details. The software shall support multiple contracts, contractors and coefficients. The software shall allow the Government to import the contractor's estimate, complete an electronic comparison and technical evaluation showing the Government's pre-negotiation strategy, as well as produce the contractor's revised estimate report to show the post negotiation changes made from the initial estimate to the final accepted estimate. The software shall be capable of handling multiple coefficients. The database shall contain all of the line items found in the RSMeans bound volumes included in the contract at the time of award. Software shall support Specification management, whereby specific line items will be linked to specific specifications and the user can automatically produce a detailed Specification document for each project as they build their estimates. The software shall support estimate line item notes and takeoff both manually and via electronic drawings, providing the ability for instant drill down from a line item quantity to the specific drawing and measurement. The software report engine shall support square foot planning and programming detailed reports for future projects and budgeting. All RSMeans databases shall be protected from being changed by any user. The software shall support all of the City Cost Index data provided by RSMeans at the time of contract award, in addition to supporting Division Level Material/Installation, Division Level Weighted Average, Weighted Average Material/Installation, and Weighted Average Totaling for Bare Cost pricing. The RSMeans data must be provided in both book description and full character descriptions. The software shall be able to export to Microsoft Excel™ and Adobe PDF™ file types as well as create electronic DOD Form 1354 Real Property documents.

- 6.3 Information on this software and pricing can be obtained by emailing [sales@4Clicks.com](mailto:sales@4Clicks.com); notify them that this is for the Fort Bliss JOC contract. FAR Part 51 allows the Contracting officer to issue a Letter of Authorization to give us permission to provide the awarded Contractor with GSA pricing. You will need to request, obtain and submit this to us should you be the successful Contractor.
- 6.4 e4Clicks offers free 30 day evaluations to qualified contractors to evaluate the software, RSMeans and create your model project. Contact them to determine if you are able to participate in this offering. They request a copy of your company electronic logo, your location (city and state), and the estimators first and last name and their email and contact phone number.

## 7. DEFINITIONS

- 7.1 Unit Price Book (UPB): The list and price information for all pre-priced items covered in this contract. The UPB shall include the base cost pricing from the RSMeans Facilities Construction Cost Data at the time of contract award. The UPB shall also include RSMeans trades line items, selective

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demolition line items, removal and replacement line items, average line items, and Government Furnished Materials line items.

7.2 Line item: An item or system denoted in the UPB by a unique line item number.

7.3 Bare costs: The cost of a line item without any multiplier.

7.4 Multipliers: All factors added to the bare cost pricing of the UPB. This includes the City Cost Index (CCI) and the contractors' coefficients.

7.5 Pre-priced line item: A line item from the UPB with approved changes.

7.6 Non-pre-priced line item (NPI): A line item that is not a pre-priced line item.

7.7 Conventional line item: A line item listed directly from an RSMeans Cost Data Guide(s).

7.8 RSMeans trades line item. These are the bare cost hourly rates found in the back of the annually published RSMeans hardback books.

7.9 Selective demolition line item: The removal of material with no concern for its replacement. If a line item can be found in the UPB for selective demolition, that line item will be used. If there is no line item for selective demolition, the Contractor will locate the line item in the UPB. Then the Contractor will create an alternate pre-priced line item removing the cost for the material and equipment, and the remaining labor amount will be multiplied by 50%. This will be used as the means to demolish that item. This line item will be pre-priced. If the line item cannot be found in the UPB, the demolition will be an NPI.

7.10 Removal and replacement line item: An item that is to be removed and then replaced without damaging the item. If a line item can be found in the UPB for removal and replacement, that line item will be used. If there is no line item for removal and replacement, the Contractor will locate the line item in the UPB. Then the Contractor will create an alternate pre-priced line item removing the cost for the material and equipment, and the remaining labor amount will be multiplied by 150%. This will be used as the means to demolish that item. This line item will be pre-priced. If the line item cannot be found in the UPB, the demolition will be an NPI.

7.11 Average line item: An item that is created by using a minimum and maximum line item. If an average line item can be found in the UPB, that line item will be used. If there is no line item for an average, but there is a line item for minimum and maximum

and the average line item is applicable the Contractor will locate the two line items, the minimum and the maximum in the UPB. Then the Contractor will create an alternate pre-priced line item using the average total cost of the two line items. This will be used as a means to create an average line item when none exists. This line item will be pre-priced. If the minimum and maximum line item cannot be found in the UPB, the average line item will be an NPI.

- 7.12 Government Furnished Materials (GFM): On occasion, the Government may choose to supply the Contractor with materials to accomplish project requirements. If this occurs, the line item prices for labor and equipment only will be used. They are considered as pre-priced. The Contractor will not adjust the labor and equipment pricing. The materials are to be cared for by the Contractor, and excess materials are to be returned to the Government.
- 7.13 All prices in the UPB are for completed and in-place construction unless explicitly described otherwise. Incidental fasteners, such as, nails, screws, bolts, weldments, connectors, and adhesives are included in the bare material cost. Unless specifically omitted in the UPB line item description, testing, adjusting, balancing, and start-up of installed equipment is included in the unit price line number cost found in the UPB. Line items are for end finishes. For example, the line item price for concrete broom finish included all finishes necessary to result in the broom finish.
- 7.14 The UPB prices certain line items with a "Minimum labor/equipment charge." This minimum charge is often the price a tradesman would charge to make a special visit to perform that work. If the Contractor is already on-site and the minimum is met, then this item shall not be used as an adjustment to the Unit Price line items.
- 7.15 All line item prices assume the installation of the material under normal working conditions. This includes working from scaffolding when appropriate. In other words, the productivity for brick veneer is based upon working not only from the ground, but also from working on scaffolding. Therefore unless the division has specific height exceptions, no allowance or change to the unit price is required for working at different heights. The cost to rent and erect the scaffolding is required. All scaffolding line items are based upon a one month rental of the scaffolding. Scaffolding is measured by the square foot of face area where the work is being performed (working height in feet multiplied by the length of the wall in feet) or, in the case of when scaffolding must be erected inside a structure in order to access the ceiling, by the cubic feet (volume) of the actual scaffolding components. Scaffolding is priced separately. There are line items for the material costs and line items for erection/dismantling. It is not appropriate to use the scaffolding line items separately for each subcontractor. Scaffolding should be applied to the job cost once, and the

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subcontractors are "allowed" to use it.

7.16 Line items for mobilization and demobilization are for one or the other unless noted otherwise. Normally, a piece of equipment will need to be mobilized and demobilized. Therefore, the line item would normally be included twice per piece of equipment used. Small equipment placed in rear of truck or towed by a pickup truck is limited to those items included in the RSMeans crews.

## 8. PRICE DETERMINATION

8.1 CITY COST INDEX (CCI): The CCIs for this contract will be applied once, at the time of contract award, directly to the bare cost of each line item..

8.2 The CCI's for task orders under this contract at Fort Bliss, TX will be the CCI's for El Paso, Dona Ana and Otero counties.

8.3 Conventional line items will use the Weighted Average Total CCI.

8.4 PREPRICED LINE ITEMS: Bare cost line items from the Unit Price Book (UPB) will be summated with the CCI. The appropriate coefficient shall then be applied to the total. This is the pre-priced line item total.

8.5 NON-PRE-PRICED LINE ITEMS: The non-pre-priced line items shall be summated and the appropriate coefficient applied. This is the non-pre-priced line item total.

8.6 FINAL PROJECT PRICE: The summation of the pre-priced and non-pre-priced line item totals shall result in the final project price.

8.7 COST ESTIMATE ORGANIZATION: Cost Estimates will be comprised of three sections: 1) Division Summary, 2) Totaling Components and 3) Line Item Estimate.

8.7.1 SECTION 1, DIVISION SUMMARY: This section shall include the RSMeans pre-priced divisions, Trades, Assemblies and Alternates (both pre-priced and non- pre-priced). These items shall make up the Bare Total. No markups shall be applied at this level. (CCI's shall be applied as described above.)

8.7.2 SECTION 2, TOTALLING COMPONENTS: This section includes totaling components setup for all applicable markups, including contractor coefficients.

8.7.3 SECTION 3, LINE ITEM ESTIMATE: This section shall include all of the estimate line items. The report shall include a sequential line item number, full RSMeans item number, unit

of measure, quantity, and bare unit cost, total amount (quantity multiplied by bare unit cost). The report will print: pre-priced line items by division for all RSMeans pre-priced line items found in the UPB, with division breaks and division subtotals, and a listing of the Trades, Assemblies and Alternates, both pre-priced and non-pre-priced.

All non-pre-priced line items will be submitted with three independent price quotes including line item number, description, material, labor, and equipment breakdowns. List the supplier names and telephone numbers for each non-pre-priced item. Do not apply any type of markup to these line items.

## 8.8 PRE-PRICED UNIT PRICE BOOK

**8.8.1 UNIT PRICE BOOK:** The unit price book shall consist of the most current RSMeans Facilities Construction Cost Data and CCI's in effect at the time of contract award. All costs used from the databases shall be bare costs.

**8.8.1.1** All bound volumes, electronic databases, and software licenses shall be provided by the Contractor to the Government, and will remain the property of the Government.

**8.8.1.2** The following Subdivisions/Major Classifications, as contained in any of the RSMeans bound or electronic databases shall not be used as line items in pricing task orders issued under this contract. These costs shall be covered in the contractor's coefficients:

**8.8.1.2.1** 1.8.5.2.1 Subdivision 01-31 - Project Management and Coordination, excluded in its entirety.

**8.8.1.2.2** 1.8.5.2.2 Subdivision 01-32 - Construction Progress Documentation, excluded in its entirety.

**8.8.1.2.3** 1.8.5.2.3 Subdivision 01-41 - Regulatory Requirements, excluded in its entirety.

**8.8.1.2.4** 1.8.5.2.4 Subdivision 01-52 - Construction Facilities, excluded in its entirety. Include in the exclusions:

**8.8.1.3** No informational portion of RSMeans books (introduction, chapter tips, etc) shall be construed as permitting cost changes or deviations from the RSMeans line items used for the UPB.

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### 8.9 NON-PRE-PRICED UNIT PRICE GUIDES

Line items not covered in the pre-priced UPB but within the scope and general intent of the contract and necessary to complete the requirements of a specific task order may be negotiated and incorporated into the task order by the Contracting Officer. These non- pre-priced line items (NPI's) shall only be allowed if the Government deems that an appropriate line item is not provided by the pre-priced UPB.

To permit recurrent use, a non-pre-priced line item must be incorporated by supplemental agreement into the non-pre-priced UPB. This may be done at any time during the contract period.

**JOB ORDER CONTRACTING (JOC) STANDARD OPERATING PROCEDURES FOR FORT  
BLISS FACILITIES ENGINEERING DIVISION JOC SOP**

**1. Customer/Fort Bliss Project Initiation Functions**

Fort Bliss customers, tenant activities, preventive maintenance programs, and other in-house facilities inspection programs generate requirements for sustainment, restoration, and modernization work. Completed IJO's are submitted to the Fort Bliss Business Operations and Integration Division (BOID) in accordance with installation regulations and standard procedures. The initial step is to prepare an IJO on a DA Form 4283, Work Request. The Fort Bliss BOID is responsible for assessing the validity of the work request, checking for duplication with other requests, classifying the category of work, checking the customer's scope of work for sufficient detail, identifying and confirming a funding source, and assigning a priority and project number. The BOID also completes a desk estimate of the project cost to help determine the best method for executing the work request (competitively bid individual contracts or JOC).

**2. Contract Administration Functions**

Responsibilities for the contract administration functions, including such areas as payment disputes, appeals, total or partial contract termination (including task order termination) and contract closeout. A contract administration plan will be written by the contract administration office as part of a JOC execution SOP.

**3. Contract Inspection Functions**

The Fort Bliss Engineering Services Division (ESD) is responsible for the contract inspection functions. Responsibilities include for the inspection, acceptance and delivery of assigned task orders to the Facilities customer in accordance with the statement of work, specifications, drawings and Fort Bliss safety, environmental and fire department requirements.

**4. In-House or Contract Performance Review**

The BOID considers the availability of in-house personnel, self-help capabilities or other means to determine whether the project should be performed in-house or by contract. The IJO must be analyzed to determine the most suitable method of accomplishing the work. In addition to these responsibilities, Fort Bliss will log in the IJO, validate the requirement, set priorities, and obtain appropriate approvals.

**5. Requirements Review**

If an existing eligible requirements contract (as defined in FAR 16.503) totally covers the job order's work requirement, the work may be awarded to the Contractor holding that contract. If only part of the IJO's requirement is covered by a requirements contract, the ESD must decide whether to obtain the appropriate portion from the requirements Contractor and the rest from the JOC Contractor, or to have all the work done by the JOC Contractor.

**6. Job Order Contracting**

JOC contract can be used to accomplish SRM projects of buildings,  
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structures, or other real property. JOC cannot be used to purchase supplies, or services. The ESD must ensure that requests for work other than construction are not sent to the JOC section. For example, the following items are not authorized for acquisition under a JOC contract task order:

- Fuels
- Utilities
- Construction equipment
- Administrative equipment
- Furnishings
- Construction materials only (lumber, concrete, etc.), for other than valid JOC projects
- Architect-Engineer Services (Brooks Act)
- Administrative services such as typing, transportation, reproduction, graphics, and interior design services
- Maintenance, overhaul, or repair of equipment
- Housekeeping services

## **7. Job Order Routing**

Upon receipt, the office responsible for JOC will review the IJO to make sure that the JOC contract is the appropriate contracting tool (given the same criteria as above), and develop a preliminary statement of work, and ascertain that the IJO is a valid requirement. If the IJO is found to be inappropriate for JOC, it is for reassignment.

## **8. Assignment of a Project Manager**

Once the IJO has been approved for accomplishment by the JOC contract, a project manager will be assigned. This assignment will be based upon the scope of the project, its complexity, and the predominant construction discipline required. The project manager will be responsible for ensuring successful and timely completion of the IJO under the JOC contract. The project manager must become familiar with the job by visiting the construction site with the customer to determine the relevant aspects of the project. The project manager must review the applicable standards and regulations governing the required type of work. If the project manager determines that JOC is not the appropriate method for completing the IJO, it should be returned so that the job order can be accomplished by some other method.

## **9. Scope Validation Meeting**

When the project manager is satisfied that the IJO can be accomplished under the JOC contract, he should set up a scope validation meeting with the customer, and the JOC Contractor to review the job order and to refine the scope of the project. The Contracting Officer/ordering officer and quality assurance personnel (inspectors) may also attend this meeting. This meeting should take place at the construction site. The project manager is responsible for developing the statement of work. The following topics should be discussed, as appropriate:

- Existing site conditions
- Methods and alternatives for accomplishing the work
- Definitions and requirements
- Detailed statement of work

- The Contractor's requirement for plans, sketches, shop drawings, as-builts, etc. or the Government provided plans, sketches,

- drawings etc.
- Tentative construction schedule

In addition, the parties should tentatively agree upon a target performance period during the meeting. This target may be modified after the Contractor has prepared a detailed proposal. After the meeting, the project manager should prepare a memorandum for record (MFR) describing the details of the meeting. This memorandum will be used later as a guide to prepare the task order package, the independent Government estimate and refine the scope of work. The MFR will be included in the task order support file.

## **10. Request for Contractor's Proposal**

The Contracting Officer and ordering officer (when authorized) are the only people who have the responsibility and authority to place JOC task orders. The Contracting Officer, ordering officer, or other designated representative, may issue requests for Contractor's proposal. JOC personnel must adhere to the authorities delegated to them by the Contracting Officer.

Before issuing the request for proposal, the following conditions should be met. Once satisfied that these conditions are met, check to see that the requirement is within the delegation of the ordering officer authority.

- The requirement is within the scope of the JOC contract.
- The request for proposal and support file are complete.
- The requirement is not subject to the provisions of another existing contract.
- Once satisfied that these conditions are met, check to see that all of the following items are included in the task order proposal package:
  - Name of project
  - Project number
  - Statement (Scope) of work
  - Date of request
  - Date proposal is due
  - Special instructions, such as identifying work that must be performed during other-than-normal working hours and the need for drawings, samples, etc.
  - Preliminary construction schedule
  - Liquidated damages assessment, if appropriate
  - Number of copies of the proposal required
  - Copy of the site visit MFR

After reviewing the material, the request for proposal can be issued to the Contractor. This request to the Contractor shall instruct the Contractor to return the task order proposal to the Contracting Officer/ordering officer by a specified date.

## **11. Proposal Preparation**

Upon receipt of the request for task order proposal, the Contractor will prepare a detailed proposal identifying the required construction tasks from the UPB, refine the quantities, propose prices for NPP tasks, prepare working drawings, develop performance schedules, and prepare the proposal document in the specified format. The Contractor's task order proposal must be based on the UPB, using the predetermined prices and technical specifications to the maximum extent possible. The Contractor will separately identify work requested by the Government that must be performed during other-than-normal working hours.

Non-pre-priced (NPP) work may arise from tasks that were not included in the UPB at contract initiation, but are within the scope of the

contract. The Contractor shall develop a detailed proposal supporting any portions of the work requirement that are NPP so that these items can be compared with the same items in the Government estimate. The Contractor shall provide adequate information (e.g., at least two vendor quotes) for the Contracting Officer/ordering officer to determine the reasonableness of the cost for the NPP work requirements. The Contractor shall submit the completed task order proposal and supporting documentation to the Contracting Officer/ordering officer on the date stipulated.

## **12. Independent Government Estimate Preparation**

While the Contractor is developing a detailed proposal, the project manager will prepare an independent Government estimate (IGE) for projects \$150,000 or more. This IGE is in addition to the earlier gross estimate, which helped determine whether the proposed work was appropriate for JOC. A detailed analysis of all task orders is required for orders less than \$150,000 in order to aid in the determination of a fair and reasonable price. The IGE or detailed analysis must be completed before receipt of the Contractor's proposal and before negotiations take place. The IGE will be used to evaluate the reasonableness of the Contractor's proposal and will serve as the Government's pricing and quantity objective during negotiations. The IGE should normally be prepared using the UPB so that a common basis exists to compare with the Contractor's proposal. A separate Government estimate, using an alternative method such as R.S. Means may be used in order to determine whether the proposed work is appropriate for a JOC contract or a separate contract. A lump-sum IGE for a total job is not acceptable. Major significant components of work and all NPP items must be identified separately, their quantities enumerated, and their costs estimated independently. The IGE must identify the source from which it was generated and the name of the preparer.

## **13. Evaluate Contractor's Proposal**

When the Contractor's task order proposal is received, the Contracting Officer/ordering officer must record the date and forward the proposal to the project manager for review. The project manager must perform a detailed review of the Contractor's proposal. Simply comparing the total cost of the task order to the total cost shown on the Government estimate is not sufficient. The proposal will be checked for scope completeness, method of construction, proper identification of tasks and quantities and NPP pricing data as applicable. The project manager should also review the Contractor's specifications and drawings for acceptability. The Contracting Officer/ordering officer and the technical personnel will evaluate and determine the reasonableness of the Contractor's proposal by comparing it with the IGE or detailed analysis, the scope validation visit and the detailed statement of work. Each proposed construction task must be reviewed in detail by the project manager. The review of items found in the UPB will determine whether they are required and whether the proposed quantities are accurate, reasonable, and consistent with the statement of work. The project manager will review any additions to the statement of work beyond that which was requested and approved. The review of all NPP items will verify the need for the items and the accuracy of the proposed quantities and will determine if the proposed direct cost for the items is fair and reasonable. The project manager will ensure that the Contractor's performance schedule is realistic and meets the requirements of the job order.

If the Contractor's proposal is completely unacceptable, it can either be returned to the Contractor with supporting documentation for revision or be determined inappropriate for a JOC contract. A transmittal letter will explain why the proposal is being returned and what changes are needed to make the proposal acceptable, or why the proposal is no longer required. If the project manager and Contracting Officer/ordering officer agree that the proposal is not only

unacceptable but also inappropriate for job order contracting, the JOC project file will be closed and the IJO returned to the Directorate of Public Works (DPW) for accomplishment by some other means.

#### **14. Negotiation of Task Order**

Following the detailed review of a proposed task order, the Contracting Officer/ordering officer will conduct a negotiations meeting with the Contractor to reconcile differences in the performance schedule, construction tasks quantities, and/or method of performance for pre-priced tasks. If necessary, the Government and Contractor must also negotiate the NPP tasks to include quantities, methods of performance, and costs. A memorandum of negotiations shall be prepared by the ordering officer/Contracting Officer at the conclusion of the negotiations and be included in the project file to support the Government's position. Differences between the statement of work, the IGE, and the Contractor's proposal shall be reconciled and documented.

If changes are required, the Contractor must modify his proposal to incorporate them and resubmit it to signify concurrence with those changes. The statement of work will also be revised to incorporate any changes as a result of negotiations. Normally, if the value of the non-pre-priced work exceeds 10 percent, then the non-pre-priced work should be reduced, eliminated or performed in-house or the job must be acquired using other contracting methods. However, Contracting Officers may exceed 10 percent if the non-pre-priced portion of the order involves urgent or emergency situations or if the Contracting Officer determines it is a good business decision. The Contracting Officer shall negotiate the task order and make a determination that the price is fair and reasonable.

#### **15. Task Order Award Package Preparation**

Following successful completion of negotiations with the Contractor, the project manager/contract administrator initiates a DD Form 1155 DFARS 213.5051(b), Order for Supplies or Services, and includes it in the task order package for review and approval by the Contracting Officer/ordering officer. The task order support package will include the following:

- Approved DA Form 4283, Work Request
- Scope validation site visit memorandum for record
- Preliminary and final statement of work
- Request for task order proposal
- Contractor's signed proposal
- Memorandum of Negotiations
- Determination and findings, if applicable
- Independent Government estimate, if applicable
- DA Form 3953, Purchase Request and Commitment
- The DD Form 1155, signed by the Contracting Officer/ordering officer
- Liquidated Damages documentation
- Other documentation appropriate to the order (e.g., documentation regarding Government-furnished property)
- The Contracting Officer/ordering officer may now place the order, considering the following guidance:
- A copy of all task orders will be forwarded to the Contracting Officer for preparation of the DD Form 350, Individual Contracting Action Report or reporting on the 1057 within 3 days of issue.
- If the task order exceeds the limitations of the ordering officer appointment, the T.O. package must be sent to the Contracting Officer for issuance of the T.O.

If funding is not available at this time, the task order and support file can be held until funding becomes available or the project is canceled. Projects held for available funding may be good candidates for year-end funding and should be prioritized so that the year-end funds can be applied most effectively. If projects are put on hold for an extended period, it may be necessary to go back to the Contractor for application of a new option year coefficient (as amended by the economic price adjustment). All valid task orders and support files shall be sent to the Contracting Officer/ordering officer for final review, award, and distribution in accordance with the procedures in FAR 4.804. A task order file checklist is useful to ensure all components of the task order package are included and properly executed.

#### **16. Placing the Order**

After negotiation and prior to the Contracting Officer/ordering officer signing the task order, the DD Form 1155 is mailed, electronically mailed or otherwise delivered to the Contractor who formally accepts the task order, as mutually agreed during negotiations, by signing in block 16 of DD Form 1155. The task order is then signed by the Contracting Officer/ordering officer and issued to the Contractor. The signed, issued task order constitutes the Contractor's notice to proceed unless a separate Notice to Proceed (NTP) is specified in the task order. The Contractor must begin work in the time period specified in the order. A duplicate of all task order documentation packages issued by the ordering officer is sent to the contracting office and likewise all T.O.s issued by the Contracting Officer will be forwarded to the ordering officer for monitoring contract performance.

#### **17. Task Order Authorities**

- a. JOC ordering officers may be authorized to sign task orders of greater value, not to exceed the limits authorized in the AFARS, on behalf of the Government, if determined necessary to realize the benefits of JOC, provided that the criteria in AFARS 5117.9006(c)(2)(i)-(iv) are met.
- b. The maximum T.O. value is limited to the SRM approval authority, as delegated by HQDA.
- c. KOs may exceed 10% limit if it involves urgent or emergency situations or if the KO determines it is a good business decision. If task orders contain NPP work in excess of \$2,500 or otherwise exceed the ordering officer's limits, the Contracting Officer is responsible for negotiating and placing the order and obtaining any required approvals.

#### **18. Preconstruction Meeting**

The project manager will conduct a preconstruction meeting with the customer and the Contractor for final project coordination. This meeting will follow receipt of the signed task order and/or the Contractor's Notice to Proceed. Construction should begin as specified in the task order.

#### **19. CONTRACT ADMINISTRATIVE RESPONSIBILITIES**

The contract administrator responsibilities will be accomplished in accordance with the FAR, its supplements, and the contract administration plan (CAP). The ordering officer and other Fort Bliss personnel involved with the contract will oversee contract administration functions and quality assurance inspection and acceptance as delegated by the Contracting Officer.

## **20. Non-Pre-priced Items**

Non-pre-priced (NPP) work may arise from tasks that were not included in the UPB at contract initiation, but are within the scope of the contract. To streamline the negotiation of non-pre-priced items during task order negotiations with the Contractor, an "indirect costs and profit rate" will be used, if the contract allows. This rate will be solicited during the solicitation phase of the basic JOC contract. Indirect costs and profit is defined as all costs associated with performing the tasks, other than direct labor, equipment and material costs. NPP proposals shall be supported with verifiable documentation supporting competitive quotes (minimum of two), catalog price, etc., for all NPP work. NPP items shall be proposed in bare costs only (material, equipment and labor) multiplied by the quantity and the NPP indirect costs and profit rate (if applicable) to arrive at the total price for the NPP work.

When prices for NPP items are negotiated and incorporated in a task order, this does not incorporate the item in the UPB for subsequent use as a priced item. To permit subsequent use under the UPB as a pre-priced item, repetitive NPP items will be incorporated by supplemental agreement to the JOC contract. Also, a contract provision will be developed to permit regular (such as quarterly or annually) incorporation of negotiated NPP items into the UPB. NPP items may be added as a modifier to an existing line item or as a new line item.

### **20.1 Contractor Performance**

JOC personnel shall create and maintain a Contractor performance file that will be used to support the Government's decision as to whether or not to exercise its option for the following year. Evaluation of the Contractor's performance must be supported in writing based on observations made by the Fort Bliss JOC TEAM and contracting personnel, or customers. Fort Bliss personnel will meet with the Contracting Officer no later than six months before the option exercise date to review Contractor performance and recommend whether or not to exercise the option. The FAR requires Contracting Officers to evaluate Contractor performance and prepare a performance report for each construction contract over \$700,000.00 per CPARS FAR 42.10502. However, for JOC contracts, IAW AFARS 5136.201, the Contracting Officer shall complete a performance evaluation form on all specific task orders of \$100,000 or more and evaluate the Contractor annually, following the base year and each option year. Reports will be submitted for any dollar threshold for unsatisfactory or outstanding performance. In accordance with DFARS 236.201, DD Form 2626, Performance Evaluation (Construction), is to be used for reporting performance evaluations. These reports are entered electronically by the reporting activity into the DOD database, Construction Contractor Appraisal Support System (CCASS). Before awarding a JOC contract, Contracting Officers will retrieve all performance evaluations in the CCASS on those offerors in range or award.

### **20.2 Significant Events**

JOC personnel will document all significant events. A significant event is defined as anything that occurs pertaining to a contract that has a material impact on cost, quality or delivery. Significant events can be caused by the Government or by Contractors. Some examples include:

- Completion schedule changes
- Changes in method or sequence of work
- Late or defective Government-furnished property or information
- Delays in Government actions such as processing engineering change proposals and review of technical data when a significant event occurs, it will be analyzed and documented immediately. Information to be generated for each significant event should include, as a minimum:
  - The nature and pertinent circumstance of the event;
  - The date of the event and the identification of Government and Contractor personnel involved, including name and function of the respective individuals;
  - Identification of any relevant documents involved;
  - The substance of any oral communications;
  - A statement concerning the possible consequences or effects of the event described upon the contract cost, schedule, or technical performance, including manner or sequence of performance.

#### **20.3 Task Order Close Out**

Task orders will be closed out within a reasonable amount of time. A task order will be closed out upon receipt of warranty information, O&M manuals, release of claims, training documentation, approved payrolls, as-built drawings and after final payment is made. The ordering officer will close out task orders as part of contract administration if the responsibility for close out was delegated by the Chief, Contracting Office. If not, the task order will be closed out by the Contracting Officer.

#### **20.4 Payroll Review**

The Contracting Officer is responsible for ensuring that the Contractor complies with the Davis-Bacon Act as part of contract administration responsibilities. The Contractor will be required to submit weekly payroll records to the Contracting Officer, who may require support from the Fort Bliss personnel to review these reports. The Contracting Officer will be given a report of deficiencies, if any, for transmittal to the Contractor and will decide whether corrective actions are needed. When withholdings must be made from payments to the Contractor, the cognizant labor relation's personnel must be contacted. The Contracting Officer is responsible for conducting labor interviews, or he can delegate the duties to Facilities JOC TEAM.

#### **20.5 Timely Accomplishment of Requirements**

The ordering officer/COR will ensure that the schedule requirements are met and that the Contracting Officer is notified if it appears that the Contractor will not complete the requirement on time. If the task order package includes a liquidated damages clause, the Government, in coordination with legal counsel, begins the required actions in accordance with that clause.

## **20.6 Contract Status Report**

A contract status report will be used to track fund obligations under the JOC contract and to make sure orders do not exceed performance and payment bonding or the annual maximum amount. The ordering officer will maintain the contract status report, if delegated, to show the original funds obligated and the task orders issued against the funds. As orders are received, the report balance will be checked to make sure funds are still available.

## **20.7 Bonding**

The solicitation shall clearly notify offerors of initial and continuing bonding requirements. Initial bonding must be sufficient to cover the stated estimated annual maximum contract value. No JOC contract shall cite the total estimated maximum value of the contract (including option periods) as the estimated annual maximum value. If the estimated annual maximum value is exceeded, FAR 28.102-2(a) and (b) apply.

Contractors shall be clearly notified of their responsibility for ensuring sufficient bond coverage necessary to protect the Government's interests during the course of the contract. All costs associated with bonding (specifically including bond premiums) shall be included in the coefficient.

## **20.8 Contractor Payments based on Schedule of values**

Progress payment shall be made based Contractor's approved scheduled of values. Progress payments are paid on the basis of costs incurred or the state of completion during performance of the contract before final delivery. The Government neither takes title nor beneficial occupancy (unless otherwise specified in the contract) and the Contractor remains Liable, not only for the completion of the work, but also for any risk of loss.

Progress payments are authorized under a JOC contract in accordance with FAR 52.232- 5, which states that the Government shall make progress payments monthly as the work proceeds, or at more frequent intervals as determined by the Contracting Officer. The Contracting Officer/ordering officer (if delegated) will review and approve requests for progress payments in accordance with the "Payments Under Fixed-Price Construction Contracts" clause of the JOC contract, Section I. When the work is certified complete and a proper invoice has been received, the KO will process the invoice for payment through the appropriate finance and accounting office.

Each task order is considered a mini-construction contract; therefore, a release of claims statement should be obtained prior to making final payment, in accordance with FAR 52.232-5, paragraph (h)(3), Payments Under Fixed-Price Construction Contracts.

## **20.9 Quality Assurance/Quality Control**

The quality assurance reviews and inspection and acceptance are made by Fort Bliss personnel and are the same as those for any other construction contract. Quality Assurance (QA) is the responsibility of the Government. Contract quality assurance means the various functions including inspection, performed by the Government to determine whether a Contractor has fulfilled the contract obligations pertaining to quality and

quantity.

The FAR, Part 46, prescribes policies and procedures to assure that supplies and services procured by the Government conform to the quality and quantity set forth in the contract. The Government determines the type and extent of Government quality assurance based upon the particular acquisition.

#### **20.10 Quality Control (QC): The Responsibility of The Contractor**

The Contractor is responsible for carrying out the obligations as set forth in the contract terms and conditions, for controlling product quality, and for offering to the Government only those supplies and services conforming to contract requirements. The Contractor shall establish and maintain a Quality Control Plan (QCP) that has been reviewed and accepted by the Government for compliance with contract requirements. The Contractor's QCP shall explain the manner in which the Contractor will assure all contract requirements are being accomplished in an acceptable manner. A JOC Contractor's coefficient includes the costs associated with quality control.

### **21. TASK ORDER (T.O.) MODIFICATIONS**

If at any time during the execution of a T.O., a modification to the order is required, an SF Form 30, Amendment of Solicitation Modification of Contract, will be executed. Typical circumstances that may require a T.O. modification are differing site conditions and changes to proposed requirements in the statement of work, including time extensions, termination of work, or changes in methods of work performance. The Ordering Officer will execute modifications to existing task orders provided that the Contracting Officer specifically delegates this authority in the appointment letter. Pricing for the modification must be accomplished using the unit price book. The amount of the modification will not exceed the ordering officer's authority, to include the total value of non-pre-priced items. Modifications affecting termination actions or work suspensions shall be executed by the Contracting Officer because of legal consideration and the potential fiscal issues involved.

If an ordering officer executes the T.O. modification, the SF 30 shall be modified by XXXing out the words "Contracting Officer, United States of America," and typing in "Ordering Officer, Authorized Representative of the Contracting Officer."

Every attempt will be made to identify the site conditions properly during the initial site visit and scope validation meeting before the T.O. is placed so that the accurate site conditions will be priced before the work begins. This will minimize application of the Differing Site Conditions Clause (FAR 52.236-2).

An administrative change is a unilateral contract change, in writing, that does not affect the substantive rights of the parties, e.g., correction of typographical errors, and change in paying office, and accounting and appropriations data. An administrative change does not include time extensions for work completion, additions/deletions of quantities, or suspension of work in progress.

#### **21.1. Changes to Task Order Requirements**

Task Order changes are governed by the Changes Clause FAR 52.243-4, which provides for an equitable adjustment in price as the result of any

change. Authorized changes are limited to those within the scope of the contract. They include:

- Changes to the specifications, drawings, and designs
- Changes to the method or manner of performance of the work directed by the Government
- Changes in the Government-furnished facilities, equipment, materials, services, or site
- Directed acceleration in the performance of work
- Time extensions due to delays caused by weather, Government requirements, or delivery of equipment, and terminations of work shall be governed by the default clause in FAR 52.249-10

Modifications to requirements following issuance of a Task Order will be made in accordance with requirements the appropriate contract clauses. A formal request for proposal modification will be forwarded to the Contractor whenever the complexity of the changes or the dollar amount requires it.

## **21.2. Task Order Status Report**

Fort Bliss JOC personnel will submit to the KO a monthly report on the status of all Task Orders. This report shall be submitted no later than the 10<sup>th</sup> of the following month and shall include the following information:

- A list of the subject and dollar amount of all T.O.s issued during the month
- A list of the subject and dollar amount of all T.O.s completed during the month
- The status of all incomplete T.O.s

SECTION 01 31 19.00 44

PROJECT MEETINGS

PART 1 GENERAL

1.1 PRECONSTRUCTION CONFERENCE

Approximately three weeks after award of the contract and prior to the start of any construction work an authorized representative of the Contracting Officer will schedule and conduct a preconstruction conference. The Contractor's Project Manager, Superintendent, and Quality Control Manager will attend this meeting. The Contractor is encouraged to have an officer of his company and representation from his sub-contractors at this conference. This conference will be held at the location specified by the Contracting Officer's authorized representative. Minutes of the meeting will be prepared by the Government and signed by both the Contractor and the Contracting Officer. The minutes shall become a part of the contract file.

1.1.1 Start of Construction Work

If the Contractor has submitted the Accident Prevention (Safety) Plan, Quality Control Plan, Environmental Protection Plan, if required for the task order, and the Storm Water Pollution Prevention Plan for review prior to this meeting, these may be accepted in to or accepted with comments at the conference. Construction work will not proceed until after this meeting has been held, the plans noted above have been accepted, and the Notice to Proceed has been received and acknowledged by the Contractor.

1.2 OTHER MEETINGS

Construction Quality Control meetings and conferences are specified in Section 01 45 00.00 10 QUALITY CONTROL. Other meetings are specified in various Division 1 and technical sections.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

-- End of Section --

SECTION 01 32 01.00 10

PROJECT SCHEDULE

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. ARMY CORPS OF ENGINEERS (USACE)

ECB 2005-10	(2005) Scheduling Requirements for Testing of Mechanical Systems in Construction
ER 1-1-11	(1995) Progress, Schedules, and Network Analysis Systems

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Project Schedule; G

1.3 QUALITY ASSURANCE

Designate an authorized representative to be responsible for the reparation of the schedule and all required updating (activity status) and preparation of reports. The authorized representative shall have previously developed, created, and maintained at least 2 electronic schedules for projects similar in nature and complexity to this project and shall be experienced in the use of the scheduling software that meets the requirements of this specification.

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 GENERAL REQUIREMENTS

Prepare for approval a Project Schedule, as specified herein, pursuant to the Contract Clause, SCHEDULE FOR CONSTRUCTION CONTRACTS. Show in the schedule the sequence in which the Contractor proposes to perform the work and dates on which the Contractor contemplates starting and completing all schedule activities. The scheduling of the entire project is required. The scheduling of construction is the responsibility of the Contractor. Contractor management personnel shall actively participate in its development. Subcontractors and suppliers working on the project shall also contribute in developing and maintaining an accurate Project Schedule. Provide a schedule that is a forward planning as well as a project monitoring tool.

### 3.1.1 Approved Project Schedule

Use the approved Project Schedule to measure the progress of the work and to aid in evaluating time extensions. Make the schedule cost loaded and activity coded. The schedule will provide the basis for all progress payments. If the Contractor fails to submit any schedule within the time prescribed, the Contracting Officer may withhold approval of progress payments until the Contractor submits the required schedule.

### 3.1.2 Schedule Status Reports

Provide a Schedule Status Report on at least a monthly basis. If, in the opinion of the Contracting Officer, the Contractor falls behind the approved schedule, the Contractor shall take steps necessary to improve its progress including those that may be required by the Contracting Officer, without additional cost to the Government. In this circumstance, the Contracting Officer may require the Contractor to increase the number of shifts, overtime operations, days of work, and/or the amount of construction plant, and to submit for approval any supplementary schedule or schedules as the Contracting Officer deems necessary to demonstrate how the approved rate of progress will be regained. The following shall be provided in each progress report:

- a. Contract number
- b. Contractor's name and address
- c. Notice To Proceed (NTP) Date
- d. Monthly Report Number (sequential)
- e. Contract Completion Date
- f. Project Number
- g. Contract Number
- h. COR's name, with signature and date approved blocks
- i. Contractor Project Manager name, with signature and date approved
- j. Performance Period covered
- k. Line Number
- l. Work Element
- m. Total % work by work element for contract
- n. Total % scheduled work completed by work element for contract for the report period
- o. Total % work by work element for the contract completed cumulative
- p. If required, narrative justifying deviations from approved schedule

### 3.1.3 Default Terms

Failure of the Contractor to comply with the requirements of the Contracting Officer shall be grounds for a determination, by the Contracting Officer, that the Contractor is not prosecuting the work with sufficient diligence to ensure completion within the time specified in the contract. Upon making this determination, the Contracting Officer may terminate the Contractor's right to proceed with the work, or any separable part of it, in accordance with the default terms of the contract.

## 3.2 BASIS FOR PAYMENT AND COST LOADING

Use the schedule as the basis for determining contract earnings during each update period and therefore the amount of each progress payment. Lack of an approved schedule update, or qualified scheduling personnel, will result in the inability of the Contracting Officer to evaluate contract earned value for the purposes of payment. Failure of the Contractor to provide all required information will result in the disapproval of the preliminary, initial and subsequent schedule updates. In the event schedule revisions

are directed by the Contracting Officer and those revisions have not been included in subsequent revisions or updates, the Contracting Officer may hold retainage up to the maximum allowed by contract, each payment period, until such revisions to the Project Schedule have been made. Activity cost loading shall be reasonable, as determined by the Contracting Officer. The aggregate value of all activities coded to a contract CLIN shall equal the value of the CLIN on the Schedule.

### 3.3 PROJECT SCHEDULE DETAILED REQUIREMENTS

The computer software system utilized to produce and update the Project Schedule shall be capable of meeting all requirements of this specification. Failure of the Contractor to meet the requirements of this specification will result in the disapproval of the schedule.

#### 3.3.1 Critical Path Method

Use the Critical Path Method (CPM) of network calculation to generate the Project Schedule. Prepare the Project Schedule using the Precedence Diagram Method (PDM).

#### 3.3.2 Level of Detail Required

Develop the Project Schedule to an appropriate level of detail. Failure to develop the Project Schedule to an appropriate level of detail, as determined by the Contracting Officer, will result in its disapproval. The Contracting Officer will consider, but is not limited to, the following characteristics and requirements to determine appropriate level of detail:

##### 3.3.2.1 Activity Durations

Reasonable activity durations are those that allow the progress of ongoing activities to be accurately determined between update periods. Less than 2 percent of all non-procurement activities shall have Original Durations (OD) greater than 20 work days or 30 calendar days. Procurement activities are defined herein.

##### 3.3.2.2 Procurement Activities

The schedule must include activities associated with the submittal, approval, procurement, fabrication and delivery of long lead materials, equipment, fabricated assemblies and supplies. Long lead procurement activities are those with an anticipated procurement sequence of over 90 calendar days. A typical procurement sequence includes the string of activities: submit, approve, procure, fabricate, and deliver.

##### 3.3.2.3 Mandatory Tasks

The following tasks must be included and properly scheduled:

- a. NOT USED
- b. Submission of mechanical/electrical/information systems layout drawings.
- c. Submission and approval of O & M manuals.
- d. Submission and approval of as-built drawings.
- e. Submission and approval of DD Form 1354, DD Form 1354 data and installed equipment lists.
- f. Submission and approval of testing and air balance (TAB).

- g. Submission of Dig Permit.
- h. Submission and approval of fire protection specialist.
- i. Submission and approval of testing and balancing of HVAC plus commissioning plans and data. Develop the schedule logic associated with testing and commissioning of mechanical systems to a level of detail consistent with ECB 2005-10.
- j. Air and water balancing.
- k. HVAC commissioning.
- l. Controls testing plan submission.
- m. Controls testing.
- n. Performance Verification testing.
- o. Other systems testing, if required.
- p. Contractor's pre-final inspection.
- q. Correction of punch list from Contractor's pre-final inspection.
- r. Government's pre-final inspection.
- s. Correction of punch list from Government's pre-final inspection.
- t. Final inspection.
- u. Clean Up.

#### 3.3.2.4 Government Activities

Show Government and other agency activities that could impact progress. These activities include, but are not limited to: approvals, inspections, utility tie-in, Government Furnished Equipment (GFE) and Notice to Proceed (NTP) for phasing requirements.

#### 3.3.2.5 Activity Responsibility Coding (RESP)

Assign responsibility Code for all activities to the Prime Contractor, Subcontractor or Government agency responsible for performing the activity. Activities coded with a Government Responsibility code include, but are not limited to: Government approvals, environmental permit approvals by State regulators, Government Furnished Equipment (GFE) and Notice to Proceed (NTP) for phasing requirements. Code all activities not coded with a Government Responsibility Code to the Prime Contractor or Subcontractor responsible to perform the work. Activities shall not have more than one Responsibility Code. Examples of acceptable activity code values are: ELEC (for the electrical subcontractor); MECH (for the mechanical subcontractor); and GOVT (for USACE). Unacceptable code values are abbreviations of the names of subcontractors.

#### 3.3.2.6 Activity Work Area Coding

Assign Work Area code to activities based upon the work area in which the activity occurs. Define work areas based on resource constraints or space constraints that would preclude a resource, such as a particular trade or craft work crew, from working in more than one work area at a time due to restraints on resources or space. Examples of Work Area Coding include

different areas within a floor of a building, different floors within a building, and different buildings within a complex of buildings. Activities shall not have more than one Work Area Code. Not all activities are required to be Work Area coded. A lack of Work Area coding will indicate the activity is not resource or space constrained.

### 3.3.2.7 Contract Changes/Requests for Equitable Adjustment (REA) Coding (MODF)

Assign Activity code to any activity or sequence of activities added to the schedule as a result of a Contract Modification, when approved by the Contracting Officer, with a Contract Changes/REA Code. Key all Code values to the Government's modification numbering system. Any activity or sequence of activities added to the schedule as a result of alleged constructive changes made by the Government may be added to a copy of the current schedule, subject to the approval of the Contracting Officer. Assign Activity codes for these activities with a Contract Changes/REA Code. Key the code values to the Contractor's numbering system. Approval to add these activities does not necessarily mean the Government accepts responsibility and, therefore, liability for such activities and any associated impacts to the schedule, but rather the Government recognizes such activities are appropriately added to the schedule for the purposes of maintaining a realistic and meaningful schedule. Such activities shall not be Responsibility Coded to the Government unless approved. An activity shall not have more than one Contract Changes/REA Code.

### 3.3.2.8 Contract Line Item (CLIN) Coding (BIDI)

Code all activities to the CLIN on the Contract Line Item Schedule to which the activity belongs. An activity shall not contain more than one CLIN Item code all activities, even when an activity is not cost loaded.

### 3.3.2.9 Phase of Work Coding (PHAS)

Assign Phase of Work Code to all activities based upon the phase of work in which the activity occurs. Code activities to a Construction Phase. If the contract specifies construction phasing with separately defined performance periods, identify a Construction Phase Code to allow filtering and organizing the schedule accordingly. Each activity shall be identified with a single project phase and have only one Phase of Work code.

### 3.3.2.10 Category of Work Coding (CATW)

Assign Category of Work Code to all Activities based upon the category of work to which the activity belongs. Category of Work Code must include, but is not limited to: construction submittal approvals, Acceptance, Procurement, Fabrication, Delivery, Weather Sensitive Installation, Non-Weather Sensitive Installation, Start-Up, Test and Turnover. Assign a Category of Work Code to each activity. Each activity shall have only one Category of Work Code.

### 3.3.2.11 Definable Features of Work Coding (FOW1, FOW2, FOW3)

Assign a Definable Feature of Work Code to appropriate activities based on the definable feature of work to which the activity belongs. Definable Feature of Work is defined in Specification Section 01 45 00.00 10 QUALITY CONTROL. An activity shall not have more than one Definable Feature of Work Code. Not all activities are required to be Definable Feature of Work Coded.

## 3.3.3 Scheduled Project Completion and Activity Calendars

The schedule interval shall extend from NTP date to the required contract completion date. The contract completion activity (End Project) shall finish based on the required contract duration in the accepted contract proposal, as adjusted for any approved contract time extensions. The first scheduled work period shall be the day after NTP is received by the Contractor. Schedule activities on a calendar to which the activity logically belongs. Activities may be assigned to a 7 day calendar when the contract assigns calendar day durations for the activity such as a Government Acceptance activity. If the Contractor intends to perform physical work less than seven days per week, schedule the associated activities on a calendar with non-work periods identified including weekends and holidays. Assign the Category of Work Code - Weather Sensitive Installation to those activities that are weather sensitive. Original durations must account for anticipated normal adverse weather. The Government will interpret all work periods not identified as non-work periods on each calendar as meaning the Contractor intends to perform work during those periods.

#### 3.3.3.1 Project Start Date

The schedule shall start no earlier than the date on which the NTP was acknowledged. Include as the first activity in the project schedule an activity called "Start Project"(or NTP). The "Start Project" activity shall have an "ES" constraint date equal to the date that the NTP was acknowledged, and a zero day duration.

#### 3.3.3.2 Schedule Constraints and Open Ended Logic

Constrain completion of the last activity in the schedule by the contract completion date. Schedule calculations shall result in a negative float when the calculated early finish date of the last activity is later than the contract completion date. Include as the last activity in the project schedule an activity called "End Project". The "End Project" activity shall have an "LF" constraint date equal to the contract completion date for the project, and with a zero day duration or by using the "project must finish by" date in the scheduling software. The schedule shall have no constrained dates other than those specified in the contract. The use of artificial float constraints such as "zero fee float" or "zero total float" are typically prohibited. There shall only be 2 open ended activities: Start Project (or NTP) with no predecessor logic and End Project with no successor logic.

#### 3.3.3.3 Early Project Completion

In the event the Preliminary or Initial project schedule calculates an early completion date of the last activity prior to the contract completion date, the Contractor shall identify those activities that it intends to accelerate and/or those activities that are scheduled in parallel to support the Contractor's "early" completion. The last activity shall have a late finish constraint equal to the contract completion date and the schedule will calculate positive float. The Government will not approve an early completion schedule with zero float on the longest path. The Government is under no obligation to accelerate activities for which it is responsible to support a proposed early contract completion.

#### 3.3.4 Interim Completion Dates

Constrain contractually specified interim completion dates to show negative float when the calculated early finish date of the last activity in that phase is later than the specified interim completion date.

#### 3.3.4.1 Start Phase

Include as the first activity for a project phase an activity called "Start Phase X" where "X" refers to the phase of work. The "Start Phase X" activity shall have an "ES" constraint date equal to the date on which the NTP was acknowledged, and a zero day duration.

#### 3.3.4.2 End Phase

Include as the last activity for a project phase an activity called "End Phase X" where "X" refers to the phase of work. The "End Phase X" activity shall have an "LF" constraint date equal to the specified completion date for that phase and a zero day duration.

#### 3.3.4.3 Phase "X" Hammock

Include a hammock type activity for each project phase called "Phase X" where "X" refers to the phase of work. The "Phase X" hammock activity shall be logically tied to the earliest and latest activities in the phase.

#### 3.3.5 Default Progress Data Disallowed

Do not automatically update Actual Start and Finish dates with default mechanisms that may be included in the scheduling software. Activity Actual Start (AS) and Actual Finish (AF) dates assigned during the updating process shall match those dates provided from Contractor Quality Control Reports. Failure of the Contractor to document the AS and AF dates on the Daily Quality Control report for every in-progress or completed activity, and failure to ensure that the data contained on the Daily Quality Control reports is the sole basis for schedule updating shall result in the disapproval of the Contractor's updated schedule and the inability of the Contracting Officer to evaluate Contractor progress for payment purposes. Updating of the percent complete and the remaining duration of any activity shall be independent functions. Disable program features which calculate one of these parameters from the other.

#### 3.3.6 Out-of-Sequence Progress

Activities that have progressed before all preceding logic has been satisfied (Out-of-Sequence Progress) will be allowed only on a case-by-case basis subject to approval by the Contracting Officer. Propose logic corrections to eliminate all out of sequence progress or justify not changing the sequencing for approval prior to submitting an updated project schedule. Correct out of sequence progress that continues for more than two update cycles by logic revision, as approved by the Contracting Officer.

#### 3.3.7 Negative Lags and Start to Finish Relationships

Lag durations contained in the project schedule shall not have a negative value. Do not use Start to Finish (SF) relationships.

#### 3.3.8 Calculation Mode

Schedule calculations shall retain the logic between predecessors and successors even when the successor activity starts and the predecessor activity has not finished. Software features that in effect sever the tie between predecessor and successor activities when the successor has started and the predecessor logic is not satisfied ("progress override") will not be allowed.

#### 3.3.9 Milestones

The schedule must include milestone activities for each significant project event including but not limited to: milestone activities for foundation/substructure construction complete; superstructure construction

complete; building dry-in or enclosure complete to allow the initiation of finish activities; permanent power complete; and building systems commissioning complete.

### 3.3.10 USE OF PRIMAVERA P6

If P6 is being used, the following are Mandatory Requirements:

The following settings are mandatory and required in the Preliminary Project Schedule, Initial Project Schedule and all schedule submissions to the Government.

- 1) Activity Codes shall be Project Level not Global or EPS level.
- 2) Calendars shall be Project Level not Global or Resource level.
- 3) Activity Duration Types must be set to "Fixed Duration & Units".
- 4) Percent Complete Types must be set to "Physical".
- 5) Time Period Admin Preferences must remain the default "8.0 hr/day, 40 hr/week, 172 hr/month, 2000 hr/year". Calendar Work Hours/Day must be set to 8.0 Hour days.
- 6) Schedule Option for defining Critical Activities shall be set to "Longest Path".
- 7) Schedule Option for defining progressed activities shall be set to "Retained Logic".
- 8) Cost loading shall be set up using a single lump sum Resource. The Price/Unit shall be \$1/hr, Default Units/Time shall be "8h/d", and settings "Auto Compute Actuals" and "Calculate costs from units" selected.
- 9) Activity ID's shall not exceed 10 characters.
- 10) Activity Names shall have the most defining and detailed description within the first 30 characters.

Note: USACE P6 Mandatory Requirements are located in the Contract Adminstration Manual, and can be obtained from the Field Office.

## 3.4 PROJECT SCHEDULE SUBMISSIONS

Provide the submissions as described below. The data CD, reports, and network diagrams required for each submission are contained in paragraph SUBMISSION REQUIREMENTS.

### 3.4.1 Preliminary Project Schedule Submission

Submit the Preliminary Project Schedule, defining the Contractor's planned operations for the first 90 calendar days for approval within 15 calendar days after the NTP is acknowledged. The approved Preliminary Project Schedule will be used for payment purposes not to exceed 90 calendar days after NTP. Completely cost load the Preliminary Project Schedule to balance the contract award CLINS shown on the Price Schedule. Detail it for the first 90 calendar days. It may be summary in nature for the remaining performance period. It must be early start and late finish constrained and logically tied as previously specified. The Preliminary Project Schedule forms the basis for the Initial Project Schedule specified herein and must include all of the required Plan and Program preparations, submissions and approvals identified in the contract (for example, Quality Control Plan, Safety Plan, and Environmental Protection Plan) as well as permitting activities, and other non-construction activities intended to occur within the first 90 calendar days. Schedule any construction activities planned for the first 90 calendar days after NTP. Activity code any activities that are summary in nature after the first 90 calendar days with Responsibility Code (RESP) and Feature of Work code (FOW1, FOW2, FOW3).

### 3.4.2 Initial Project Schedule Submission

Submit the Initial Project Schedule for approval within 42 calendar days after NTP. The schedule shall demonstrate a reasonable and realistic sequence of activities which represent all work through the entire contract performance period. The Initial Schedule shall be at a reasonable level of detail as determined by the Contracting Officer.

#### 3.4.3 Periodic Schedule Updates

Based on the result of the meeting, specified in PERIODIC SCHEDULE UPDATE MEETINGS, submit periodic schedule updates. These submissions will enable the Contracting Officer to assess Contractor's progress. If the Contractor fails or refuses to furnish the information and project schedule data, which in the judgement of the Contracting Officer or authorized representative is necessary for verifying the Contractor's progress, the Contractor shall be deemed not to have provided an estimate upon which progress payment may be made.

#### 3.4.4 Standard Activity Coding Dictionary

Use the activity coding structure defined in the Standard Data Exchange Format (SDEF) in ER 1-1-11, Appendix A. This exact structure is mandatory, even if some fields are not used. A template SDEF compatible schedule backup file (sdef.prx) is available on the QCS website: [www.rmssupport.com](http://www.rmssupport.com). The SDEF format is as follows:

Field	Activity	Code	Length	Description
1	WRKP	3	Workers per Day	
2	RESP	4	Responsible Party (e.g. GC, subcontractor, USACE)	
3	AREA	4	Area of Work	
4	MODF	6	Modification or REA number	
5	BIDI	6	Bid Item (CLIN)	
6	PHAS	2	Phase of Work	
7	CATW	1	Category of Work	
8	FOW1	10	Feature of Work (used up to 10 characters in length)	
9	FOW2	10	Feature of Work (used up to 20 characters in length)	
10	FOW3	10	Feature of Work (used up to 30 characters in length)	

#### 3.5 SUBMISSION REQUIREMENTS

Submit the following items for the Preliminary Schedule, Initial Schedule, and every Periodic Schedule Update throughout the life of the project:

##### 3.5.1 Data CD's

Provide two sets of data CD's containing the project schedule in the backup format. Each CD shall also contain all previous update backup files. File medium shall be CD.

Label each CD indicating the type of schedule (Preliminary, Initial, Update), full contract number, Data Date and file name.

Each schedule shall have a unique file name as determined by the Contractor.

##### 3.5.2 Narrative Report

Provide a Narrative Report with the Preliminary, Initial, and each Periodic Update of the project schedule, as the basis of the progress payment request. The Narrative Report shall include: a description of activities along the 2 most critical paths where the total float is less than or equal to 20 work days, a description of current and anticipated problem areas or

delaying factors and their impact, and an explanation of corrective actions taken or required to be taken. The narrative report is expected to communicate to the Government, the Contractor's thorough analysis of the schedule output and its plans to compensate for any problems, either current or potential, which are revealed through that analysis. Identify and explain why any activities that, based their calculated late dates, should have either started or finished during the update period but did not.

### 3.5.3 Approved Changes Verification

Include only those project schedule changes in the schedule submission that have been previously approved by the Contracting Officer. The Narrative Report shall specifically reference, on an activity by activity basis, all changes made since the previous period and relate each change to documented, approved schedule changes.

### 3.5.4 Schedule Reports

The format, filtering, organizing and sorting for each schedule report shall be as directed by the Contracting Officer. Typically reports shall contain: Activity Numbers, Activity Description, Original Duration, Remaining Duration, Early Start Date, Early Finish Date, Late Start Date, Late Finish Date, Total Float, Actual Start Date, Actual Finish Date, and Percent Complete. The following lists typical reports that will be requested. One or all of these reports may be requested for each schedule submission.

#### 3.5.4.1 Activity Report

A list of all activities sorted according to activity number.

#### 3.5.4.2 Logic Report

A list of detailed predecessor and successor activities for every activity in ascending order by activity number.

#### 3.5.4.3 Total Float Report

A list of all incomplete activities sorted in ascending order of total float. List activities which have the same amount of total float in ascending order of Early Start Dates. Do not show completed activities on this report.

#### 3.5.4.4 Earnings Report by CLIN

A compilation of the Contractor's Total Earnings on the project from the NTP to the data date. This report shall reflect the earnings of specific activities based on the agreements made in the schedule update meeting defined herein. Provided that the Contractor has furnished a complete schedule update, this report shall serve as the basis of determining progress payments. Group activities by CLIN item number and sort by activity number. This report shall: sum all activities coded to a particular CLIN and provide a CLIN item percent earned value; and complete and sum CLIN items to provide a total project percent complete.

The printed report shall contain, for each activity: the Activity Number, Activity Description, Original Budgeted Amount, Total Quantity, Quantity to Date, Percent Complete (based on cost), and Earnings to Date.

### 3.5.5 Network Diagram

The network diagram is required for the Preliminary, Initial and Periodic Updates. The network diagram shall depict and display the order and

interdependence of activities and the sequence in which the work is to be accomplished. The Contracting Officer will use, but is not limited to, the following conditions to review compliance with this paragraph:

3.5.5.1 Continuous Flow

Diagrams shall show a continuous flow from left to right with no arrows from right to left. Show the activity number, description, duration, and estimated earned value on the diagram.

3.5.5.2 Project Milestone Dates

Show dates on the diagram for start of project, any contract required interim completion dates, and contract completion dates.

3.5.5.3 Critical Path

Clearly show the critical path.

3.5.5.4 Banding

Organize activities as directed to assist in the understanding of the activity sequence. Typically, this flow will group activities by category of work, work area and/or responsibility.

3.5.5.5 S-Curves

Earnings curves showing projected early and late earnings and earnings to date.

3.6 PERIODIC SCHEDULE UPDATE MEETINGS

Conduct periodic schedule update meetings for the purposes of reviewing the Contractor's proposed out of sequence corrections, determining causes for delay, correcting logic, maintaining schedule accuracy and determining earned value. Meetings shall occur at least monthly within five days of the proposed schedule data date and after the Contractor has updated the schedule with Government concurrence respecting actual start dates, actual finish dates, remaining durations and percent complete for each activity it intend to status. Provide a computer with the scheduling software loaded prior to the meeting which allows all meeting participants to view the proposed schedule update during the meeting. The meeting and resultant approvable schedule update shall be a condition precedent to a formal submission of the update as described in SUBMISSION REQUIREMENTS and to the submission of an invoice for payment. The meeting will be a working interactive exchange which will allow the Government and the Contractor the opportunity to review the updated schedule on a real time and interactive basis. The Contractor's authorized scheduling representative will organize, sort, filter and schedule the update as requested by the Government. The meeting will last no longer than 8 hours. A rough draft of the proposed activity logic corrections and narrative report shall be provided to the Government 48 hours in advance of the meeting. The Contractor's Project Manager and Authorized Scheduler shall attend the meeting with the Authorized Representative of the Contracting Officer.

3.6.1 Update Submission Following Progress Meeting

Submit a complete update of the project schedule containing all approved progress, revisions, and adjustments, pursuant to paragraph SUBMISSION REQUIREMENTS not later than 4 working days after the periodic schedule update meeting, reflecting only those changes made during the previous update meeting.

### 3.6.2 Status of Activities

Update information, including Actual Start Dates (AS), Actual Finish Dates (AF), Remaining Durations (RD), and Percent Complete shall be subject to the approval of the Government prior to the meeting. As a minimum, address the following items on an activity by activity basis during each progress meeting.

#### 3.6.2.1 Start and Finish Dates

Accurately show the status of the AS and/or AF dates for each activity currently in-progress or completed since the last update. The Government may allow an AF date to be assigned with the percent complete less than 100% to account for the value of work remaining but not restraining successor activities. Only assign AS dates when actual progress occurs on an activity.

#### 3.6.2.2 Remaining Duration

Update the estimated RD for all incomplete activities independent of Percent Complete. Remaining Durations may exceed the activity OD or may exceed the activity's prior update RD if the Government considers the current OD or RD to be understated based on current progress, insufficient work crews actually manning the job, unrealistic OD or deficiencies that must be corrected that restrain successor activities.

#### 3.6.2.3 Percent Complete

Update the percent complete for each activity started, based on the realistic assessment of earned value. Activities which are complete but for remaining minor punch list work and which do not restrain the initiation of successor activities may be declared 100 percent complete. To allow for proper schedule management, cost load the correction of punch list from Government pre-final inspection activity(ies) not less than 1 percent of the total contract value, which activity(ies) may be declared 100 percent complete upon completion and correction of all punch list work identified during Government pre-final inspection(s).

#### 3.6.2.4 Logic Changes

Specifically identify and discuss all logic changes pertaining to NTP on change orders, change orders to be incorporated into the schedule, Contractor proposed changes in work sequence, corrections to schedule logic for out-of-sequence progress, and other changes that have been made pursuant to contract provisions. The Government will only approve logic revisions for the purpose of keeping the schedule valid in terms of its usefulness in calculating a realistic completion date, correcting erroneous logic ties, and accurately sequencing the work.

#### 3.6.2.5 Other Changes

Other changes required due to delays in completion of any activity or group of activities include: 1) delays beyond the Contractor's control, such as strikes and unusual weather. 2) delays encountered due to submittals, Government Activities, deliveries or work stoppages which make re-planning the work necessary. 3) Changes required to correct a schedule that does not represent the actual or planned prosecution and progress of the work.

### 3.7 REQUESTS FOR TIME EXTENSIONS

In the event the Contractor believes it is entitled to an extension of the contract performance period, completion date, or any interim milestone date, furnish the following for a determination by the Contracting

Officer: justification, project schedule data, and supporting evidence as the Contracting Officer may deem necessary. Submission of proof of excusable delay, based on revised activity logic, duration, and costs (updated to the specific date that the delay occurred) is a condition precedent to any approvals by the Government. In response to each Request For Proposal issued by the Government, the Contractor shall submit a schedule impact analysis demonstrating whether or not the change contemplated by the Government impacts the critical path.

### 3.7.1 Justification of Delay

The project schedule shall clearly display that the Contractor has used, in full, all the float time available for the work involved with this request. The Contracting Officer's determination as to the number of allowable days of contract extension shall be based upon the project schedule updates in effect for the time period in question, and other factual information. Actual delays that are found to be caused by the Contractor's own actions, which result in a calculated schedule delay, will not be a cause for an extension to the performance period, completion date, or any interim milestone date.

### 3.7.2 Submission Requirements

Submit a justification for each request for a change in the contract completion date of less than 2 weeks based upon the most recent schedule update at the time of the NTP or constructive direction issued for the change. Such a request shall be in accordance with the requirements of other appropriate Contract Clauses and shall include, as a minimum:

- a. A list of affected activities, with their associated project schedule activity number.
- b. A brief explanation of the causes of the change.
- c. An analysis of the overall impact of the changes proposed.
- d. A sub-network of the affected area.

Identify activities impacted in each justification for change by a unique activity code contained in the required data file.

### 3.7.3 Additional Submission Requirements

The Contracting Officer may request an interim update with revised activities for any requested time extension of over 2 weeks. Provide this disk within 4 days of the Contracting Officer's request.

## 3.8 DIRECTED CHANGES

If the NTP is issued for changes prior to settlement of price and/or time, submit proposed schedule revisions to the Contracting Officer within 2 weeks of the NTP being issued. The Contracting Officer will approve proposed revisions to the schedule prior to inclusion of those changes within the project schedule. If the Contractor fails to submit the proposed revisions, the Contracting Officer may furnish the Contractor with suggested revisions to the project schedule. The Contractor shall include these revisions in the project schedule until revisions are submitted, and final changes and impacts have been negotiated. If the Contractor has any objections to the revisions furnished by the Contracting Officer, advise the Contracting Officer within 2 weeks of receipt of the revisions. Regardless of the objections, the Contractor shall continue to update the schedule with the Contracting Officer's revisions until a mutual agreement in the revisions is reached. If the Contractor fails to submit alternative

revisions within 2 weeks of receipt of the Contracting Officer's proposed revisions, the Contractor will be deemed to have concurred with the Contracting Officer's proposed revisions. The proposed revisions will then be the basis for an equitable adjustment for performance of the work.

3.9 WEEKLY PROGRESS MEETINGS

- a. The Government and the Contractor shall meet weekly (or as otherwise mutually agreed to) between the meetings described in paragraph PERIODIC SCHEDULE UPDATE MEETINGS for the purpose of jointly reviewing the actual progress of the project as compared to the as planned progress and to review planned activities for the upcoming two weeks. The then current and approved schedule update shall be used for the purposes of this meeting and for the production and review of reports. The Contractor's Project Manager and the Authorized Representative of the Contracting Officer shall attend. The weekly progress meeting will address the status of RFI's, RFP's and Submittals.
- b. Provide a bar chart produced by the scheduling software, organized by Total Float and Sorted by Early Start Date, and a two week "look-ahead" schedule by filtering all schedule activities to show only current ongoing activities and activities schedule to start during the upcoming two weeks, organized by Work Area Code (AREA) and sorted by Early Start Date.
- c. The Government and the Contractor shall jointly review the reports. If it appears that activities on the longest path(s) which are currently driving the calculated completion date (driving activities), are not progressing satisfactorily and therefore could jeopardize timely project completion, corrective action must be taken immediately. Corrective action includes but is not limited to: increasing the number of work crews; increasing the number of work shifts; increasing the number of hours worked per shift; and determining if Government responsibility coded activities require Government corrective action.

3.10 OWNERSHIP OF FLOAT

Float available in the schedule, at any time, shall not be considered for the exclusive use of either the Government or the Contractor.

-- End of Section --

SECTION 01 33 00

SUBMITTAL PROCEDURES

PART 1 GENERAL

The Contracting Officer may request submittals in addition to those specified when deemed necessary to adequately describe the work covered in the respective sections.

Units of weights and measures used on all submittals are to be the same as those used in the contract drawings.

Each submittal is to be complete and in sufficient detail to allow ready determination of compliance with contract requirements.

Contractor's Quality Control (CQC) System Manager to check and approve all items prior to submittal and stamp, sign, and date indicating action taken. Proposed deviations from the contract requirements are to be clearly identified. Include within submittals items such as: Contractor's, manufacturer's, or fabricator's drawings; descriptive literature including (but not limited to) catalog cuts, diagrams, operating charts or curves; test reports; test cylinders; samples; O&M manuals (including parts list); certifications; warranties; and other such required submittals.

Submittals requiring Government approval are to be scheduled and made prior to the acquisition of the material or equipment covered thereby. Pick up and dispose of samples not incorporated into the work in accordance with manufacturer's Safety Data Sheets (SDS) and in compliance with existing laws and regulations.

1.1 DEFINITIONS

1.1.1 Submittal Descriptions (SD)

Submittals requirements are specified in the technical sections. Submittals are identified by Submittal Description (SD) numbers and titles as follows:

SD-01 Preconstruction Submittals

Submittals which are required prior to start of construction (work) or the start of the next major phase of the construction on a multi-phase contract. Includes schedules, tabular list of data, or tabular list including location, features, or other pertinent information regarding products, materials, equipment, or components to be used in the work, submitted prior to start of construction work or next major phase of construction.

Certificates of insurance

Surety bonds

List of proposed Subcontractors

List of proposed products

Construction Progress Schedule

Network Analysis Schedule (NAS)

Submittal register

Schedule of prices

Digging Permit

Health and safety plan

Activity Hazard Analysis

Work plan

Quality control (QC) plan

Environmental protection plan

#### SD-02 Shop Drawings

Drawings, diagrams and schedules specifically prepared to illustrate some portion of the work.

Diagrams and instructions from a manufacturer or fabricator for use in producing the product and as aids to the Contractor for integrating the product or system into the project.

Drawings prepared by or for the Contractor to show how multiple systems and interdisciplinary work will be coordinated.

#### SD-03 Product Data

Catalog cuts, illustrations, schedules, diagrams, performance charts, instructions and brochures illustrating size, physical appearance and other characteristics of materials, systems or equipment for some portion of the work.

Samples of warranty language when the contract requires extended product warranties.

#### SD-04 Samples

Fabricated or un-fabricated physical examples of materials, equipment or workmanship that illustrate functional and aesthetic characteristics of a material or product and establish standards by which the work can be judged.

Color samples from the manufacturer's standard line (or custom color samples if specified) to be used in selecting or approving colors for the project.

Field samples and mock-ups constructed on the project site establish standards by which the ensuring work can be judged. Includes assemblies or portions of assemblies which are to be incorporated into the project and those which will be removed at conclusion of the work.

#### SD-06 Test Reports

Report signed by authorized official of testing laboratory that a material, product or system identical to the material, product or

system to be provided has been tested in accord with specified requirements. (Testing must have been within three years of date of contract award for the project.)

Report which includes findings of a test required to be performed by the Contractor on an actual portion of the work or prototype prepared for the project before shipment to job site.

Report which includes finding of a test made at the job site or on sample taken from the job site, on portion of work during or after installation.

Investigation reports.

Daily logs and checklists.

Final acceptance test and operational test procedure.

#### SD-07 Certificates

Statements printed on the manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material attesting that product, system or material meets specification requirements. Must be dated after award of project contract and clearly name the project.

Document required of Contractor, or of a manufacturer, supplier, installer or Subcontractor through Contractor, the purpose of which is to further quality of orderly progression of a portion of the work by documenting procedures, acceptability of methods or personnel qualifications.

Confined space entry permits.

Text of posted operating instructions.

#### SD-08 Manufacturer's Instructions

Preprinted material describing installation of a product, system or material, including special notices and (SDS) concerning impedances, hazards and safety precautions.

#### SD-10 Operation and Maintenance Data

Data that is furnished by the manufacturer, or the system provider, to the equipment operating and maintenance personnel, including manufacturer's help and product line documentation necessary to maintain and install equipment. This data is needed by operating and maintenance personnel for the safe and efficient operation, maintenance and repair of the item.

This data is intended to be incorporated in an operations and maintenance manual or control system.

#### SD-11 Closeout Submittals

Documentation to record compliance with technical or administrative requirements or to establish an administrative mechanism.

Special requirements necessary to properly close out a construction contract. For example, Record Drawings and as-built drawings. Also, submittal requirements necessary to properly close out a major phase of construction on a multi-phase contract.

Interim "DD Form 1354" with cost breakout for all assets shall be provided at the end of the design phase.

#### 1.1.2 Approving Authority

Office or designated person authorized to approve submittal.

#### 1.1.3 Work

As used in this section, on- and off-site construction required by contract documents, including labor necessary to produce submittals, except those SD-01 Pre-Construction Submittals noted above, construction, materials, products, equipment, and systems incorporated or to be incorporated in such construction.

### 1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in accordance with this section.

SD-01 Preconstruction

Submittals Submittal

Register; G

#### 1.3 SUBMITTAL CLASSIFICATION

Submittals are classified as follows:

##### 1.3.1 Government Approved G

Government approval is required for extensions of design, critical materials, deviations, equipment whose compatibility with the entire system must be checked, and other items as designated by the Contracting Officer. Within the terms of the Contract Clause entitled, "Specifications and Drawings for Construction," they are considered to be "shop drawings."

##### 1.3.2 Information Only

Submittals not requiring Government approval will be for information only. They are not considered to be "shop drawings" within the terms of the Contract Clause referred to above.

### 1.4 PREPARATION

#### 1.4.1 Transmittal Form

Use the attached sample transmittal form (ENG Form 4025) for submitting both Government approved and information only submittals in accordance with the instructions on the reverse side of the form. These forms are included in the QCS software that the Contractor is required to use for this contract. Properly complete this form by filling out all the heading blank spaces and identifying each item submitted. Exercise special care to ensure proper listing of the specification paragraph and sheet number of the contract drawings pertinent to the data submitted for each item.

#### 1.4.2 Additional Instructions

In addition to the requirements of this Section, additional instructions are specified in the attachment "INSTRUCTIONS TO CONTRACTORS FOR TRANSMITTAL REQUIREMENTS" located at the end of this section.

#### 1.4.3 Contractor Review

The Contractor's quality control representative shall review the listing at least every 30 days and take appropriate action to maintain an effective and updated system. A copy of the register or progress schedule shall be maintained at the job site. Revised and/or updated register or progress schedule shall be submitted to the Contracting Officer at least every 60 days in quadruplicate (complete register need not be provided, only those portions containing additions or changes).

#### 1.4.4 Number of Copies

The Contractor shall provide 4 CD/DVD sets of all submittals unless otherwise specified.

#### 1.4.5 Address to Receive Submittals

Submittals, regardless of reviewer designation, shall be sent to the Corps of Engineers' Area Office assigned to the project.

#### 1.4.6 Additional Government Approved Submittals

In addition to those specified in PART 1 paragraph SUBMITTAL CLASSIFICATION, the following classifications of submittals also require Governmental approval:

##### a. Mechanical and Electrical Systems

The Contractor shall furnish one reproducible, unfolded copy of all wiring and control diagrams and approved system layout drawings with the operating instructions called for under the various headings of the specifications for mechanical and electrical systems.

##### b. Fire Protection and Detection Submittals

The Contractor shall prepare and submit, as one integrated submittal, shop drawings for the fire protection/detection system. This submittal shall also include sprinkler plans and sections, fire detection and alarm plans and risers, and catalog cuts of proposed equipment. The Contractor shall submit proof that the shop drawings were prepared by an engineer regularly engaged in fire protection/detection systems for at least 2 years, and that they are sealed by a registered professional engineer. Shop drawings for the fire protection/detection system shall be prepared on full-size reproducible sheets. The shop drawings submitted for review shall be submitted on full-size prints. After updating all deviations, modifications, and changes, the final submittal shall be on reproducible sheets and CADD files (submitted on CD-ROM disk(s)); these will represent the final as-built drawings.

##### c. Asbestos and lead-based paint abatement submittals.

##### d. Color/finish sample boards submittal.

#### 1.4.7 Certificates of Compliance

Any certificates required for demonstrating proof of compliance of materials with specification requirements shall be executed in the number of copies required by the above paragraph "Number of Copies." Each

certificate shall be signed by an official authorized to certify in behalf of the manufacturing company and shall contain the name and address of the Contractor, the project name and location, and the quantity and date or dates of shipment or delivery to which the certificates apply. Copies of laboratory test reports submitted with certificates shall contain the name and address of the testing laboratory and the date or dates of the tests to which the report applies. Certification shall not be construed as relieving the Contractor from furnishing satisfactory material, if, after tests are performed on selected samples, the material is found not to meet the specific requirements.

#### 1.4.8 Deviations

For submittals which include proposed deviations requested by the Contractor, the column "variation" of ENG Form 4025 shall be checked. The Contractor shall set forth in writing the reason for any deviations and annotate such deviations on the submittal. The Government reserves the right to rescind inadvertent approval of submittals containing unnoted deviations.

a. Contractor-proposed deviations, including variations and other departures from the contract requirements, shall be noted/markred in red on each copy of the submittal data and shall be provided with a letter attachment to the ENG Form 4025 summarizing the proposed variation, deviation, or departure. Variations, deviations, or departures shall contain sufficient information to permit complete evaluation.

Additional sheets may be used to fully explain why a variation, deviation, or departure is requested. At the minimum the information shall include:

- (1) An explanation in detail of the reason for the variation and how it differs from that specified;
- (2) The cost difference; and
- (3) How the variation will benefit the Government.

b. Any submittal annotated by a supplier or vendor with "Field Verify," "Select Color," or the like shall be accompanied by the Contractor's written response to the supplier's query.

#### 1.5 INFORMATION ONLY SUBMITTALS

Normally submittals for information only will not be returned. Approval of the Contracting Officer is not required on information only submittals. The Government reserves the right to require the Contractor to resubmit any item found not to comply with the contract. This does not relieve the Contractor from the obligation to furnish material conforming to the plans and specifications; will not prevent the Contracting Officer from requiring removal and replacement of nonconforming material incorporated in the work; and does not relieve the Contractor of the requirement to furnish samples for testing by the Government laboratory or for check testing by the Government in those instances where the technical specifications so prescribe.

#### 1.6 VARIATIONS

Variations from contract requirements require both Designer of Record (DOR) and Government approval pursuant to contract Clause FAR 52.236-21 and will be considered where advantageous to Government.

##### 1.6.1 Considering Variations

Discussion with Contracting Officer prior to submission, after consulting with the DOR, will help ensure functional and quality requirements are met and minimize rejections and re-submittals. When contemplating a variation

which results in lower cost, consider submission of the variation as a Value Engineering Change Proposal (VECP).

Specifically point out variations from contract requirements in transmittal letters. Failure to point out deviations may result in the Government requiring rejection and removal of such work at no additional cost to the Government.

#### 1.6.2 Proposing Variations

When proposing variation, deliver written request to the Contracting Officer, with documentation of the nature and features of the variation and why the variation is desirable and beneficial to Government, including the DOR's written analysis and approval. If lower cost is a benefit, also include an estimate of the cost savings. In addition to documentation required for variation, include the submittals required for the item. Clearly mark the proposed variation in all documentation.

Check the column "variation" of ENG Form 4025 for submittals which include proposed deviations requested by the Contractor. Set forth in writing the reason for any deviations and annotate such deviations on the submittal. The Government reserves the right to rescind inadvertent approval of submittals containing unnoted deviations.

#### 1.6.3 Warranting That Variations Are Compatible

When delivering a variation for approval, Contractor, including its Designer(s) of Record, warrants that this contract has been reviewed to establish that the variation, if incorporated, will be compatible with other elements of work.

#### 1.6.4 Review Schedule Is Modified

In addition to normal submittal review period, a period of 10 working days will be allowed for consideration by the Government of submittals with variations.

### 1.7 SUBMITTAL REGISTER

Prepare and maintain submittal register, as the work progresses. Do not change data which is output in columns (c), (d), (e), and (f) as delivered by Government; retain data which is output in columns (a), (g), (h), and (i) as approved. A submittal register showing items of equipment and materials for which submittals are required by the specifications is provided as an attachment. This list may not be all inclusive and additional submittals may be required. Maintain a submittal register for the project in accordance with Section 01 45 00.10 10 QUALITY CONTROL SYSTEM (QCS). The Government will provide the initial submittal register in electronic format

Column (c): Lists specification section in which submittal is required.

Column (d): Lists each submittal description (SD No. and type, e.g. SD-02 Shop Drawings) required in each specification section.

Column (e): Lists one principal paragraph in specification section where a material or product is specified. This listing is only to facilitate locating submitted requirements. Do not consider entries in column (e) as limiting project requirements.

Thereafter, the Contractor is to track all submittals by maintaining a complete list, including completion of all data columns, including dates on  
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which submittals are received and returned by the Government.

#### 1.7.1 Use of Submittal Register

Submit submittal register. Submit with QC plan and project schedule. Verify that all submittals required for project are listed and add missing submittals. Coordinate and complete the following fields on the register submitted with the QC plan and the project schedule:

Column (a) Activity Number: Activity number from the project schedule.

Column (g) Contractor Submit Date: Scheduled date for approving authority to receive submittals.

Column (h) Contractor Approval Date: Date Contractor needs approval of submittal.

Column (i) Contractor Material: Date that Contractor needs material delivered to Contractor control.

#### 1.7.2 Contractor Use of Submittal Register

Update the following fields in the Government-furnished submittal register program or equivalent fields in program utilized by Contractor with each submittal throughout contract.

Column (b) Transmittal Number: Contractor assigned list of consecutive numbers.

Column (j) Action Code (k): Date of action used to record Contractor's review when forwarding submittals to QC.

Column (l) List date of submittal transmission.

Column (q) List date approval received.

#### 1.7.3 Approving Authority Use of Submittal Register

Update the following fields in the Government-furnished submittal register program or equivalent fields in program utilized by Contractor.

Column (b) Transmittal Number: Contractor assigned list of consecutive numbers.

Column (l) List date of submittal receipt.

Column (m) through (p) List Date related to review actions.

Column (q) List date returned to Contractor.

#### 1.7.4 Government Review Action Codes

Entries for columns (j) and (o), are to be used are as follows (others may be prescribed by Transmittal Form):

"A" - "Approved as submitted"; "Completed"

"B" - "Approved, except as noted on drawings"; "Completed"

"C" - "Approved, resubmission required"; "Resubmit"

"D" - "Returned by correspondence"; "Completed"

- "E" - "Disapproved (See attached)"; "Resubmit"
- "F" - "Receipt acknowledged"; "Completed"
- "G" - "Other (Specify)"; "Resubmit"
- "X" - "Receipt acknowledged, does not comply"; "Resubmit"

#### 1.7.5 Copies Delivered to the Government

Deliver one copy of submittal register updated by Contractor to Government with each invoice request.

#### 1.8 SCHEDULING

Schedule and submit concurrently submittals covering component items forming a system or items that are interrelated. Include certifications to be submitted with the pertinent drawings at the same time. Adequate time (a minimum of 30 calendar days exclusive of mailing time) shall be allowed and shown on the register for review and approval. No delay damages or time extensions will be allowed for time lost in late submittals. An additional 15 calendar days will be allowed and shown on the register for review and approval of submittals for color/finish sample boards, door hardware, food service equipment, and refrigeration and HVAC control systems.

- a. Coordinate scheduling, sequencing, preparing and processing of submittals with performance of work so that work will not be delayed by submittal processing. Allow for potential resubmittal of requirements.
- b. Submittals called for by the contract documents will be listed on the register. If a submittal is called for but does not pertain to the contract work, the Contractor is to include the submittal in the register and annotate it "N/A" with a brief explanation.  
Approval by the Contracting Officer does not relieve the Contractor of supplying submittals required by the contract documents but which have been omitted from the register or marked "N/A."
- c. Re-submit register and annotate monthly by the Contractor with actual submission and approval dates. When all items on the register have been fully approved, no further re-submittal is required.
- d. Carefully control procurement operations to ensure that each individual submittal is made on or before the Contractor scheduled submittal date shown on the approved "Submittal Register."

#### 1.9 GOVERNMENT APPROVING AUTHORITY

When approving authority is Contracting Officer, the Government will:

- a. Note date on which submittal was received.
- b. Review submittals for approval within scheduling period specified and only for conformance with project design concepts and compliance with contract documents.
- c. Identify returned submittals with one of the actions defined in paragraph entitled, "Review Notations," of this section and with markings appropriate for action indicated.

stamp and date approved submittals. One (1) copy of the approved submittal will be returned to the Contractor.

#### 1.10 DISAPPROVED SUBMITTALS

Contractor shall make corrections required by the Contracting Officer. If the Contractor considers any correction or notation on the returned submittals to constitute a change to the contract drawings or specifications; notice as required under the clause entitled, "Changes," is to be given to the Contracting Officer.

Contractor is responsible for the dimensions and design of connection details and construction of work. Failure to point out deviations may result in the Government requiring rejection and removal of such work at the Contractor's expense.

If changes are necessary to submittals, the Contractor shall make such revisions and submission of the submittals in accordance with the procedures above. No item of work requiring a submittal change is to be accomplished until the changed submittals are approved.

#### 1.11 APPROVED SUBMITTALS

The Contracting Officer's approval or acceptance of submittals is not be construed as a complete check, and indicates only that the general method of construction, materials, detailing and other information are satisfactory.

Approval or acceptance will not relieve the Contractor of the responsibility for any error which may exist, as the Contractor under the Contractor Quality Control (CQC) requirements of this contract is responsible for dimensions, the design of adequate connections and details, and the satisfactory construction of all work.

After submittals have been approved or accepted by the Contracting Officer, no resubmittal for the purpose of substituting materials or equipment will be considered unless accompanied by an explanation of why a substitution is necessary.

##### 1.11.1 Previously Approved Submittals

Complete submittals other than an ENG Form 4025 need not be submitted for items, products, or systems that have previously been approved and are on file at the Corps of Engineers' Area Office. See paragraph "Transmittal Form".

#### 1.12 APPROVED SAMPLES

Approval of a sample is only for the characteristics or use named in such approval and is not be construed to change or modify any contract requirements. Before submitting samples, the Contractor to assure that the materials or equipment will be available in quantities required in the project. No change or substitution will be permitted after a sample has been approved.

Match the approved samples for materials and equipment incorporated in the work. If requested, approved samples, including those which may be damaged in testing, will be returned to the Contractor, at his expense, upon completion of the contract. Samples not approved will also be returned to the Contractor at its expense, if so requested.

Failure of any materials to pass the specified tests will be sufficient cause for refusal to consider, under this contract, any further samples of

the same brand or make of that material. Government reserves the right to disapprove any material or equipment which previously has proved unsatisfactory in service.

Samples of various materials or equipment delivered on the site or in place may be taken by the Contracting Officer for testing. Samples failing to meet contract requirements will automatically void previous approvals. Contractor to replace such materials or equipment to meet contract requirements.

Approval of the Contractor's samples by the Contracting Officer does not relieve the Contractor of his responsibilities under the contract.

#### 1.13 WITHHOLDING OF PAYMENT

Payment for materials incorporated in the work will not be made if required approvals have not been obtained.

#### 1.14 STAMPS

Stamps used by the Contractor on the submittal data to certify that the submittal meets contract requirements is to be similar to the following:

CONTRACTOR	
(Firm Name)	
Approved	
Approved with corrections as noted on submittal data and/or attached sheets(s)	
SIGNATURE: _____	
TITLE: _____	
DATE: _____	

#### 1.15 INSTRUCTIONS TO CONTRACTORS FOR TRANSMITTAL REQUIREMENTS

FORT BLISS DIRECTORATE OF PUBLIC WORKS  
FOR INFORMATION ONLY (FIO) AND GOVERNMENT APPROVED (G) SUBMITTALS

##### 1. General Requirements

a. General requirements for transmittal of FIO and G submittals is contained in the preceding specifications. Specific requirements on how to transmit FIO and G Submittals are outlined herein.

b. FIO and G submittal data shall be transmitted under separate ENG Form 4025s and assigned different Transmittal Numbers. If G and FIO submittal data is included in the same submittal, using the same ENG Form 4025, they will be considered an FIO submittal until the Contractor corrects the error.

c. The Contractor shall designate on each Eng Form 4025, above the Transmittal No., either FIO or G to show the transmittal type. This procedure allows ready identification of FIO or G submittals. The Government reserves the right to redesignate the category (G or FIO) of submittals incorrectly identified by the Contractor.

d. The Contractor shall assure all FIO submittals for each technical section are submitted prior to or concurrent with the G submittals for that technical section. If appropriate FIO submittals have not been submitted, the G submittal will be returned disapproved.

e. Data transmitted with ENG Form 4025 shall be identified by marking it with the same item number(s) appearing in the "Item No." column on the form. The model number, part number, color, etc., of proposed materials or equipment shall be highlighted or otherwise identified.

f. The Contractor shall identify and include with each submittal a copy of any modification and/or Request for Information (RFI) or Government Correspondence that may have changed the requirements of the Contract in regards to each individual submittal.

2. Specific Requirements for For Information Only (FIO) Submittals

a. One fully coordinated FIO submittal shall be made for each technical section. Each FIO submittal listed on the ENG Form 4288, shall be submitted as a separate item on the ENG Form 4025 in the order they appear on the progress schedule. Technical data provided with the ENG Form 4025 shall conform to the "Submittals" paragraph in each Technical Section. (Example: SD-02 Shop Drawings as outlined herein.)

b. Items such as mill certificates or other test data unavailable until the equipment/material is manufactured/fabricated shall be identified on the initial ENG Form 4025. An explanation in the "Remarks" section shall explain this data will be submitted by Transmittal Number ( ) (fill in transmittal number) after materials are manufactured/fabricated (or other explanations as appropriate). A separate submittal for long lead time equipment or material may be made if sufficient data is furnished to show contract compliance. An explanation shall be provided in the "Remarks" section or on a separate sheet, if necessary, explaining why a partial submittal is being made. Explanation shall include the estimated delivery date of the above equipment/material and the Transmittal Number of the submittal that will contain data required by the particular specification section for the remaining equipment/materials. For contracts with several buildings/structures, separate transmittals for each technical section may be used if each building/structure is noted in the "Remarks" section of the ENG Form 4025. Samples of materials shall be submitted along with technical data, not under separate transmittals.

2.1 FIO Submittal Review

a. The Contractor's Quality Control (CQC) Representative has full responsibility for reviewing and certifying that all FIO submittal data and all equipment and/or materials comply with the contract. FIO Submittals are provided to the Government "For Information Purposes Only." Contracting Officer approval is not required and will not be given. The Government will not code any FIO submittals. Copies of FIO Submittals will not be returned to the Contractor.

b. However, the Government may perform QA reviews and re-reviews of FIO submittals at any time during the contract. If the Government determines submittal data is incomplete or not in compliance with

contract, comments will be provided. Comments will state, "Disagree with Contractor's Certified Compliance" and list items not in compliance or not provided as required by the Contract. The Contractor shall respond to all comments by return FIO resubmittal on a new ENG Form 4025. Repeated incomplete or non-complying FIO submittals with improper certifications may result in disapproval of the Contractor's Quality Control (CQC) Program and/or possible replacement of the Contractor Quality Control (CQC) personnel.

c. Performance of, or failure to perform QA submittal reviews or Government requirement to submit additional data on FIO submittals, will not prevent the Contracting Officer from requiring removal and replacement of non-conforming material incorporated into the work.

No adjustment for time or money will be allowed for corrections required because of non-compliance with contract plans and/or specifications.

3. Specific Requirements for Government (G) Approved Submittals

a. The Contractor's Quality Control Representative is responsible for assuring all data submitted is complete and in compliance with contract requirements. The Contractor shall assure all FIO submittals are submitted prior to or concurrent with the G submittal for each technical section. If the FIO submittals have not been submitted, the G submittal will be returned disapproved.

b. A separate submittal shall be made for each technical section with G submittals. FIO submittal data shall not be mixed with G submittal data.

c. The Government will provide written comments as appropriate and assign action codes to each item outlined on the back of the ENG Form 4025. One (1) stamped and dated copy of the submittal, along with any comments, will be provided to the Contractor. Action Code "A"- Approved As Submitted, and Code "B"- Approved Except As Noted, constitutes Government Approval. The Contractor shall resubmit under a separate Transmittal Number all data necessary to show compliance with Government comments on all other action codes.

d. Government review time is stated in Paragraph SCHEDULING. Government review time is exclusive of mailing time. Review time starts the day of receipt by the Government and continues until the day comments or notice of approval is provided to the Contractor.

e. If the Contractor considers any Government review comment to constitute a change to the contract, notice shall be given promptly as required under the Contract Clause entitled "Changes." No request for "Equitable Adjustment" will be honored unless the Contractor complies fully with the prompt notice provisions of the contract.

4. Variations/Deviations/Departures from the Contract Drawings or Specifications

Contractor proposed variations, deviations, or departures from the contract drawings or specifications shall be noted in the "Variation" column of ENG Form 4025 with an asterisk, for each FIO submittal. A brief explanation, and the Transmittal Number of the appropriate "G" submittal (as explained below), shall be added to the "Remarks" section of the Form (or a separate sheet, if necessary). Each variation, deviation, or departure shall be listed as an item on a separate "G" submittal, which may contain other G submittal items. Variations, deviations, or departures will be processed and approved the same as G submittals, provided they are included in a G submittal. Variations,

deviations, or departures will not be approved in the FIO submittal, and will be disapproved, until they are properly submitted on a "G" submittal. Variations, deviations, or departures shall contain sufficient information to permit complete evaluation. Additional sheets may be used to fully explain why a variation, deviation, or departure is requested. The Government reserves the right to disapprove or rescind inadvertent approval of submittals containing unnoted variations, deviations, or departures.

5. Submittal Numbering

Each submittal shall cover only one specification section. For purposes of consistency and to provide compatibility with the Government's computerized submittal register, submittal numbers shall include a specification section prefix and special suffixes. Note the following examples (for Technical Section 07 41 60):

- a. New submittals - 07 41 60-01, 07 41 60-02, etc.
- b. Resubmittals -
  - (1) First resubmittal - 07 41 60-01.01, 07 41 60-02.01, etc.
  - (2) Second resubmittal - 07 41 60-01.02, 07 41 60-02.02, etc.
  - (3) Third resubmittal - 07 41 60-01.03, 07 41 60-02.03, etc.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

<b>TRANSMITTAL OF SHOP DRAWINGS, EQUIPMENT DATA, MATERIAL SAMPLES, OR MANUFACTURER'S CERTIFICATES OF COMPLIANCE</b> For use of this form, see ER 415-1-1O; the proponent agency is CECW-CE.				DATE	TRANSMITTAL NO.				
<b>SECTION 1 - REQUEST FOR APPROVAL OF THE FOLLOWING ITEMS</b> ( <i>This section will be initiated by the contractor</i> )									
TO:		FROM:	CONTRACT NO.			CHECK ONE:  <input type="checkbox"/> THIS IS A NEW TRANSMITTAL <input type="checkbox"/> THIS IS A RESUBMITTAL OF TRANSMITTAL			
SPECIFICATION SEC. NO. ( <i>Cover only one section with each transmittal</i> )		PROJECT TITLE AND LOCATION			THIS TRANSMITTAL IS FOR: (Check one)  <input type="checkbox"/> OFIO <input type="checkbox"/> OGA <input type="checkbox"/> O DA <input type="checkbox"/> O CR <input type="checkbox"/> O DA/CR <input type="checkbox"/> O DA/GA				
ITEM NO. (See Note 3)	DESCRIPTION OF SUBMITTAL ITEM (Type size, model number/etc.)		SUBMITTAL TYPE CODE (See Note 8)	NO. OF COPIES	CONTRACT DOCUMENT REFERENCE		CONTRACTOR REVIEW CODE	VARIATION Enter "Y" if requesting a variation (See Note 6)	USACE ACTION CODE (Note 9)
					SPEC. PARA. NO.	DRAWING SHEET NO.			
a.	b.	c.	d.						
REMARKS				I certify that the above submitted items had been reviewed in detail and are correct and in strict conformance with the contract drawings and specifications except as otherwise stated.					
				NAME OF CONTRACTOR			SIGNATURE OF CONTRACTOR		
<b>SECTION II-APPROVAL ACTION</b>									
ENCLOSURES RETURNED ( <i>List by item No.</i> )	NAME AND TITLE OF APPROVING AUTHORITY			SIGNATURE OF APPROVING AUTHORITY			DATE		

## INSTRUCTIONS

1. Section I will be initiated by the Contractor in the required number of copies.
2. Each Transmittal shall be numbered consecutively. The Transmittal Number typically includes two parts separated by a dash (-). The first part is the specification section number. The second part is a sequential number for the submittals under that spec section. If the Transmittal is a resubmittal, then add a decimal point to the end of the original Transmittal Number and begin numbering the resubmittal packages sequentially after the decimal.
3. The "Item No." for each entry on this form will be the same "Item No." as indicated on ENG FORM 4288-R.
4. Submittals requiring expeditious handling will be submitted on a separate ENG Form 4025-R.
5. Items transmitted on each transmittal form will be from the same specification section. Do not combine submittal information from different specification sections in a single transmittal.
6. If the data submitted are intentionally in variance with the contract requirements, indicate a variation in column h, and enter a statement in the Remarks block describing the detailed reason for the variation.
7. ENG Form 4025-R is self-transmitting - a letter of transmittal is not required.
8. When submittal items are transmitted, indicate the "Submittal Type" (S0-01 through S0-11) in column c of Section I.  
Submittal types are the following:  

SD-01 - Preconstruction	SD-02 - Shop Drawings	SD-03 - Product Data	SD-04 - Samples	SD-05 - Design Data	SD-06 - Test Reports
SD-07 - Certificates	SD-08 - Manufacturer's Instructions	SD-09 - Manufacturer's Field Reports	SD-10 - O&M Data	SD-11 - Closeout	

9. For each submittal item, the Contractor will assign Submittal Action Codes in column g of Section I. The U.S. Army Corps of Engineers approving authority will assign Submittal Action Codes in column i of Section I. The Submittal Action Codes are:

A - Approved as submitted.	F	Receipt acknowledged.
B -- Approved, except as noted on drawings. Resubmission not required.	X	Receipt acknowledged, does not comply with contract requirements, as noted.
C -- Approved, except as noted on drawings. Refer to attached comments. Resubmission required.	G	Other action required (Specify)
D -- Will be returned by separate correspondence.	K	Government concurs with intermediate design. (For O-B contracts)
E -- Disapproved. Refer to attached comments.	R	Design submittal is acceptable for release for construction. (For O-B contracts)

10. Approval of items does not relieve the contractor from complying with all the requirements of the contract.



## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR																
										ACT IV ITY NO	TRANS MIT TAL NO	SPEC ECT NO	DESCRIPTION ITEM SUBMITTED	P A R A G# RA P H	GOV T C L A S S I F I C A T I O N R	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)									
			SD-01 Preconstruction Submittals																							
			Project Schedule	3.4	G																					
			SD-01 Preconstruction Submittals																							
			Submittal Register	1.7	G																					
			SD-02 Shop Drawings																							
			Hardware schedule		G																					
			Keying system																							
			Electro-Mechanical Devices		G																					
			SD-03 Product Data																							
			Casing Pipe	1.11.2																						
			Paint Usage and Safety Data																							
			Sheet (SDS)																							
			Air Emission Inventory																							
			Certificate of Conformity for New																							
			Generators																							
			Backflow Prevention Assembly																							
			Vacuum Breakers																							
			SD-04 Samples																							
			Plastic Marking Tape and Tracer	1.11.1	G																					
			Wire																							
			Locks and Latches		G																					
			SD-07 Certificates																							
			Customer Service Inspections	1.26																						
			Customer Service Inspection	3.1.2																						
			Certificate																							
			Digging And Water Use Permits	1.10.1																						

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR									
ACT IV IT Y NO	TRANS MIT T AL NO	SPEC CT	DESCRIPTION ITEM SUBMITTED	P A R A G# RA P H	GOV T C L A S S I F I C A T I O N R	SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACT I O N C O D E	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACT I O N C O D E	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS	
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)		
	01 35 10.00 44	Army Radiation Permits (ARP)	1.10.3																
		Landfill Permit	1.22.1																
		Landfill Permit	3.1.1																
		Backflow Prevention Assembly																	
		Tests																	
		Certification of Natural Gas																	
		Heating Equipment																	
		Waste Diversion Report	G																
		De-chlorination of	G																
		Super-chlorinated New Water																	
		Supply System																	
		De-chlorination Method of	G																
		Wastewater from Disinfecting																	
		Water Line and Water Storage																	
		Tanks																	
		Certificate of Proof on Asbestos	G																
		Free Construction Material and																	
		Safety Data Sheet (SDS) for																	
		Construction Materials and																	
		Products																	
		Potable Water Lines	1.12																
		SD-10 Operation and Maintenance																	
		Data																	
		Operation And Maintenance																	
		Manuals																	
	01 35 26	SD-01 Preconstruction Submittals																	

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR															
										ACTIVITY NO	TRANSIT NO	SPEC	ITEM SUBMITTED	PARAGRAPH	GOVT CLASSIFICATION	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		APPROVING AUTHORITY			MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
																SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)								
		01 35 26	Accident Prevention Plan (APP)	1.7	G A																				
			Activity Hazard Analysis (AHA)	1.8	G A																				
			Crane Critical Lift Plan		G A																				
			Crane Operators	1.6.1.3	G A																				
			Supporting Systems																						
			SD-02 Shop Drawings																						
			Temporary Support Data	3.12.2																					
			SD-06 Test Reports																						
			Reports	1.12																					
			Accident Reports	1.12.1																					
			Crane Reports	1.12.3																					
			Gas Protection																						
			Doctor's Reports	1.12.6																					
			SD-07 Certificates																						
			Confined Space Entry Permit	1.9																					
			Hot work permit	1.9																					
			License Certificates																						
	01 45 35		SD-01 Preconstruction Submittals																						
			Written Practices	3.1.2																					
			NDT Procedures and Equipment	3.1.2																					
			Calibration Records																						
			SD-06 Test Reports																						
			Daily Reports	3.1.2																					
			Biweekly Reports	3.1.1																					
			SD-07 Certificates																						
			Fabrication Plant	2.1																					

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR															
										ACTIVITY NO	TRANSIT NO	SPEC	ITEM SUBMITTED	PAGRAPH	GOVT CLASSIFICATION	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		APPROVING AUTHORITY			MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
																SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)								
		01 45 35	Steel Joist Institute Membership	2.1																					
			Certificate of Compliance	2.1																					
			Special Inspector	1.5	G																				
			Qualification Records	3.1.2																					
			SD-11 Closeout Submittals																						
			Comprehensive Final Report	2.1	G																				
			Comprehensive Final Report	3.1.2	G																				
	01 50 00		SD-01 Preconstruction Submittals																						
			Construction site plan	1.4	G																				
			Traffic control plan	3.3.1	G																				
			SD-06 Test Reports																						
			Backflow Preventer Tests	2.2.5	G																				
			SD-07 Certificates																						
			Backflow Tester	1.5.1	G																				
			Backflow Preventers	1.5																					
	01 52 00.00 44		SD-03 Product Data																						
			Government Field Office	2.1	G																				
	01 56 00.00 44		SD-01 Preconstruction Submittals																						
			Dust Control	3.1	G																				
			Products and Procedures	2.1	G																				
			Material Safety Data Sheet		G																				
			Sandblasting	3.3.2	G																				
			SD-02 Shop Drawings																						
			Recordkeeping	1.7																					
	01 57 20.00 10		SD-01 Preconstruction Submittals																						
			Environmental Protection Plan	1.7	G																				

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR									
										ACTIVITY NO	TRANSIT NO	SPEC	ITEM SUBMITTED	PARAGRAPH	CLASSIFICATION	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION
ACT	TRANS	ITEM	ITEM	REVIEW	CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	CODE	DATE OF ACTION	DATE RCD FRM APPR AUTH	REMARKS					
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)		
		01 57 20.00 10	Storm Water Pollution Prevention Plan	3.2.5	G														
			SD-02 Shop Drawings																
			Hazardous Substance Reporting	3.16	G														
	01 57 23	SD-01 Preconstruction Submittals	Storm Water Pollution Prevention Plan	1.3.2															
			Storm Water Notice of Intent	1.3.2															
			SD-06 Test Reports																
			Storm Water Inspection Reports for General Permit																
			Erosion and Sediment Controls	1.3															
			SD-07 Certificates																
			Mill Certificate or Affidavit	2.1.3															
	01 57 24.01 44	SD-01 Preconstruction Submittals	Storm Water Pollution Prevention Plan	3.5.7	G														
			Notice of Termination	9.2	G PER-														
	01 58 00	SD-02 Shop Drawings	preliminary drawing indicating layout and text content		G														
			SD-11 Closeout Submittals																
			List of Recycled/Recovered Materials	3.1															
	01 71 23.00 44	SD-01 Preconstruction Submittals	Survey Data	3.1															

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY16										CONTRACTOR									
										ACTIVITY NO	TRANSIT NO	SPEC	ITEM SUBMITTED	PARAGRAPH	GOVT CLASSIFICATION	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION
ITEM	REV	W/R	SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION						
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)		
	01 74 19	SD-01 Preconstruction Submittals																	
		Waste Management Plan	1.6	G															
		SD-11 Closeout Submittals																	
		Records	1.7																
	01 78 00	SD-03 Product Data																	
		As-Built Record of Equipment and Materials	1.4.2																
		Warranty Management Plan	1.10.1																
		Warranty Tags	1.10.6																
		Performance Bond	1.10.2																
		Warranty Point of Contact	1.10.3																
		Warranty Report	1.10.4																
		Warranty Report	1.10.5																
		Final Cleaning																	
		Spare Parts Data	1.5																
		SD-08 Manufacturer's Instructions																	
		Preventative Maintenance	1.6																
		Condition Monitoring (Predictive Testing)	1.6																
		Inspection	1.6																
		Instructions	1.10.1																
		SD-10 Operation and Maintenance																	
		Data																	
		Operation and Maintenance	1.11																
		Manuals																	
		SD-11 Closeout Submittals																	

## SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION Fort Bliss Job Order Contract; FY19										CONTRACTOR																
										ACTIVITY NO	TRANSIT NO	SPEC SEC T	DESCRIPTION ITEM SUBMITTED	P A R A G # P H	G O V T C L A S S I F I C A T I O N	C L A S S I F I C A T I O N	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION		APPROVING AUTHORITY			MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
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(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)									
	01 78 00		LEED Review Meetings																							
			Red Zone Meeting	1.11.5																						
			Video	1.11.1.1																						
			Record Drawings	1.4.1																						
			Preliminary Record Drawings	1.4.1.3																						
			Final Record Drawings	1.4.1.4																						
			Sustainable Design																							
			Documentation																							
			Final Approved Shop Drawings	1.4.3																						
			Construction Contract	1.4.4																						
			Specifications																							
			Real Property Equipment	1.4.5																						
			Certification of EPA Designated	1.7	G																					
			Items																							
			Interim Form DD1354		G																					
			Checklist for Form DD1354	1.13	G																					
			Inventory Of Contractor	1.8																						
			Furnished And Installed																							
			Equipment																							
			Inventory Of Contractor	1.9																						
			Furnished And Installed																							
			Equipment																							
			Real Property Record																							

SECTION 01 35 10.00 44

SPECIAL PROJECT PROCEDURES FOR FORT BLISS

PART 1 GENERAL

This Section covers the project requirements unique to Fort Bliss. These unique requirements relate to items such as the digging permit process; tracer wire and marking tape specifications for the location of utility systems; Fort Bliss landfill operations and permit requirements; local jacking, boring, and tunneling requirements; backflow prevention assembly documentation; and Customer Service Inspection certifications.

1.1 Installation Entrance Requirements

All personnel accessing Fort Bliss must have DOD affiliation or be vetted at the Visitors' Welcome Center and issued a pass before being allowed onto Fort Bliss. Contractor employees working at Fort Bliss will be issued an extended pass once they have been vetted.

1.1.1 Vetting Requirements

Entry Requirements for person without a Valid DOD ID Card requesting unescorted access:

- A valid purpose for entering the installation; (Attend Meeting, visit Museum, Job interview, etc.)
- Valid driver's license
- Current vehicle registration (If operating a vehicle)
- Proof of current insurance (If operating a vehicle)
- License plate number
- Provide the destination, name of facility, building number, street address, or unit name/designation

Upon satisfying the above criteria and vetting requirements an Installation access pass/badge will be issued to the person.

NOTE: All unescorted visitors and all vehicle passengers (riding in these vehicles) will proceed to the Visitors Welcome Center (VWC) and receive a security screening. All vehicle occupant names will be included on an Installation Visitors Pass. Security personnel will verify all occupants ID with names on visitor passes at Installation Access Control Points (IACP) prior to providing installation access.

1.2 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

AWWA C651

(2014) Standard for Disinfecting Water Mains

Fort Bliss Job Order Contract: FY20  
ASTM INTERNATIONAL (ASTM)

ASTM A53/A53M (2012) Standard Specification for Pipe, Steel, Black and Hot-Dipped, Zinc-Coated, Welded and Seamless

BUILDERS HARDWARE MANUFACTURERS ASSOCIATION (BHMA)

ANSI/BHMA A156.2 (2003) Bored and Preassembled Locks and Latches

ANSI/BHMA A156.3 (2008) Exit Devices

ANSI/BHMA A156.4 (2008) Door Controls - Closers

FORT BLISS DPW (FH)

FBIDG FORT BLISS INSTALLATION DESIGN GUIDE  
And East Biggs District Design Guide

### 1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

Hardware schedule; G

Submit a door hardware schedule, similar to Door Hardware Institute's (DHI) "Vertical Hardware Schedule for Typical Openings", listing all items to be furnished.

Keying system

Electro-Mechanical Devices and Accessories; G

Detail drawings for hardware devices for computerized keying systems, magnetic cards, keyless push button access control systems, and other electrical hardware devices showing complete wiring and schematic diagrams and other details required to demonstrate proper function of units.

SD-03 Product Data

Certificate of Conformity for New Generators

Submit a copy of Environmental Protection Agency issued Certificate of Conformity for all new generators to the Air Program Manager to be installed to facilitate annual revision of Federal Title V Air Permit.

Door hardware manufacturer's descriptive data, technical literature, catalog cuts, installation instructions, manufacturer warranties, and spare parts data. Spare parts data for locksets, exit devices, closers, electric locks, electric strikes, electro-magnetic closer holder release devices, and electric exit devices, after approval of the detail drawings, and not later than 3 months prior to the date of beneficial occupancy. The data shall include a complete list of parts and supplies, with current

Fort Bliss Job Order Contract: FY20  
unit prices and source of supply.

SD-04 Samples

Locks and Latches; G.

Furnish samples of the locksets, cylinders, cores, and keys to be furnished this project. Notify the Contracting Officer and base personnel for a meeting demonstrating that the locksets to be furnished are fully compatible with the project requirements and, if applicable, the existing keying system. An existing base core and/or cylinder and key will be fitted to the sample lockset.

SD-10 Operation and Maintenance Data

Operation And Maintenance Manuals

Provide six complete copies of maintenance instructions listing routine maintenance procedures, possible breakdowns and repairs, and troubleshooting guides for electro-mechanical door devices. The instructions for electric locks, electric strikes, electro-magnetic closer holder release devices, and electric exit devices shall include simplified diagrams as installed.

1.4 FORT BLISS INSTALLATION DESIGN GUIDE/East Biggs District Design Guide

In addition to the requirements of these specifications, the requirements of the FBIDG applies to this project.

**22. 1.5 OUTAGE INFORMATION**

a) Utilities: The Contractor shall coordinate all requests for utility outages or street closings with the Contracting Office in writing 14 days prior to date of requested outage. Water, gas and sewer outages shall be held to a maximum duration of 4 hours unless otherwise approved in writing. See environmental paragraphs for additional guidance. Electrical outages shall be have a maximum duration of 4 hours.

b) Street closing: 1 lane traffic shall be maintained at all times (except that a total closing may be allowed for specific 8-hour periods with DPW, DPTMS, BBC and DES approval).

**23. 1.6 CLOSEOUT SUBMITTALS**

1.6.1 As-Built Drawings

As-Built Drawings shall be in accordance with Standardizing Computer Aided Design (CAD) and Geographic Information Systems (GIS) Deliverables included in Appendix A. Provide the following:

- 1 GIS copy (arcview 9.2 format) (at min. the site plan)
- Auto CAD - 2 CD copies, each CD shall include CAD and PDF drawings. CAD drawings shall be saved as 2015 AutoCAD version.
- Reproducible on Mylar - 1 set. Mylar shall have a 3 mil minimum thickness.
- External reference files shall be bound to the respective drawing. External reference files shall be provided electronically in a separate electronic folder.
- All external reference (XRef) files shall be included.
- All external reference (XRef) files shall bound to make each drawing sheet.

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- Drawings shall show accurate dimensions and coordinates. Drawings shall indicate utility lines depth information.
- All drawings shall indicate "Final As-built Drawings", include date when as-built drawings is completed. Include final as-built drawings and completion date on the bottom right hand corner of each sheet.
- All modifications during construction shall be incorporated into the final as-built drawings. All modifications/corrections shall be addressed electronically, no red line corrections are allowed on final as-built drawings.
- Provide all final record "shop drawings" in AutoCAD and in PDF format, i.e. fire sprinkler systems, fire alarm systems, mass notification systems, HVAC control systems, millwork, sound, data systems, ect. Include all such final record shop drawings on a separate electronic folder when submitting final as-built drawings.
- Submit all final drawing to the assigned DPW POC in the Engineering Service Division.
- The drawings shall contain all the required disciplines for a complete and viable product, i.e. general, civil, architectural, landscaping, irrigation, plumbing, mechanical, electrical, fire and etc.
- Any maps including all civil drawings shall be in a viable coordinate system. If the initial maps are received from Master Planning they will be in Texas State Plane Central FIPS 4203 NAD 1983 or GCS 1984 UTM 13N.
- All drawings shall have accurate dimensions.
- All piping and ducting shall have accurate sizes.
- All underground utilities shall have accurate depths listed.
- All drawings sets shall be coherently organized not divided into fast track/non fast track or any other incomprehensible package.
- All turning points, brass caps, survey points, etc. shall have their pertinent information listed on the drawings.

As built drawings shall show the following information: Title block on lower right hand Corner; the general depth range of each underground utility line shall be shown (i.e. 3' to 4' depth); the description of exterior utilities including the actual quantity, size, and material of utility lines; location of exterior utilities including actual measured horizontal distances from utilities to permanent facilities/features. These measurements shall be within an accuracy range of six inches and shall be shown at sufficient points to permit easy location of utilities for future maintenance purposes.

Measurements shall be shown for all change of direction points and all surface or underground components such as valves, manholes, drip inlets, cleanouts, meters, etc. Backflow prevention assembly locations must be properly noted. Details on such assembly locations, unit details, testing, etc. must be forwarded to the Directorate of Public Works. Show the location and description of any utility lines or other installations of the kind or description known to exist within the construction area.

#### 1.6.2 Form DD1354 Submittals

Include in deliverables: DRAFT and INTERIM DD 1354s in accordance with SW Region (Ft Bliss) Matoc IDIQ for Const of Infrastructure SWMII UFC 1-300-08 CRITERIA FOR TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY. Include in the DD 1354s the useful life of the facility.

#### 1.6.3 Operation And Maintenance Manuals

- a. Provide 2 hardcopy and 2 electronic of operation and maintenance manuals for all mechanical and electrical systems, organized and indexed filed. Include all test reports, warranty letter and all shop drawings in the operation and maintenance manuals.

b. Provide 2 hardcopy and 2 electronic of maintenance instructions on any item that requires special care, such as a gymnasium wood floor.

c. Provide a complete set of O & M Manuals and red-lined as-built drawings at completion of first phase if project is done in phases.

d. Provide a semi detailed summary of the work was performed on the warranty letter so others know what components are covered under the warranty include location description, i.e. room numbers, roof areas, etc... If the contractor constructed a new building, no need to provide a summary.

#### **24. 1.7 GUIDANCE FOR CONSTRUCTION STORM WATER POLLUTION PREVENTION PLANS (SWP3'S) AND PERMITS**

Fort Bliss Directorate of Public Works, Environmental Division

**Spills** - All potentially polluting material should be labeled and stored in original containers where possible and be sealed or covered to prevent contact with storm water or storm water runoff. SDS's of all materials must be maintained on site. A list of these materials should also be included in the SWP3. All spills or releases of hazardous waste, materials, fuels, oils or lubricants should be reported to Fort Bliss Fire Department (915) 568-1117 or (915) 568-5283. The Fire Department will notify other Fort Bliss entities including Environmental Division which will notify regulatory authorities if reportable quantity thresholds are exceeded.

**Storage Tanks** - Storage of liquid materials, including fuels, requires impervious secondary containment equal to 110% of stored capacity. A spill response kit shall be maintained at each fuel storage and dispensing location. Drip pans or other temporary containments shall be used during fuel transfers to prevent leaks at the most vulnerable locations; for example hose couplings and beneath the nozzle at the point of transfer to the vehicle. Any rain water accumulated in secondary containments must be considered contaminated if oil or oil sheen is visible. Disposal of contaminated rain water must be coordinated with the installation the Petroleum Storage Tank Manager (915) 568-6959 or Storm Water Manager (915) 568-0794.

**Disposing of hyper chlorinated water** - During disinfection of newly installed waterlines, chlorinated water to be discharged to the environment (or storm water conveyance system) shall be neutralized to achieve a maximum residual chlorine concentration of 4 parts per million, in accordance with AWWA standard C651.

**Construction Water Service** - The Fort Bliss Water Services Company ((915) 569-5360) shall designate a hydrant or stand pipe to assist contractors during construction. A water meter and an approved backflow prevention assembly shall be maintained at all times of operation at the hydrant or standpipe. The water fill area shall be designed and maintained to insure that water does not accumulate causing a vector attractant or erosion. All backflow prevention assemblies shall be tested for proper operation by a backflow prevention technician registered with the Cross-Connection Control Program Manager (CCCM). Contact the CCCM at (915) 569-5359 to schedule testing. Testing shall take place at the time of installation, repair, or relocation and at least on an annual schedule thereafter or more often when required by the Cross-Connection Control Program Manager.

**Hazardous Waste** - Construction Site Operators must contact the Environmental Division, Hazardous Waste Program Manager for installation policies and guidance on hazardous waste management prior to accumulation of any HW waste at their sites. The Construction Site Operator is responsible for complying

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with state/federal hazardous waste management regulations, installation permit provisions, and installation HW Management Plan and SOPs and must provide the HW Program Manager with their waste transporter and disposal facility EPA identification numbers.

Hazardous waste generated as result of construction or other activities on Fort Bliss property must be disposed of under authority of the Fort Bliss permit number and manifests must be signed by an authorized Fort Bliss Representative. Review and signature of the manifest must be scheduled with the Hazardous Waste Program Manager at (915) 569-6393 or (915) 568-7041.

**Solid Waste / Recycling -**

The Contractor shall use a permitted off-post landfill. Executive Order 13693, Planning for Federal Sustainability in the Next Decade, requires all federal facilities to divert a minimum of 60% of construction and demolition (C&D) materials and debris from landfills. If the contractor has a valid reason for not being able to meet this diversion goal, the contractor needs to present their reasoning in writing to DPW Environmental Division. Contract specifications will include submission of a contractor's C&D Waste Management Plan (Attachment A) for approval prior to the start of the site clearance. A monthly C&D Waste Management Report (Attachment B) of all materials resold, recycled, reused, or landfilled will be reported by the 10th of each month to the Environmental Division, Solid Waste Compliance Program Manager, with a copy to the Contract Officer Representative (COR). Items that can be used to increase diversion rates include salvaged items (may be reused as part of the contract by others), scrap metal, masonry products, gravel, asphalt, concrete, rock, topsoil (earth fill is specifically excluded). See attached list of local recyclers (Attachment C).

Suitable materials that meet standards for recycle/reuse may go directly to a recycling facility. All suitable concrete/asphaltic materials may be crushed, recycled, or stockpiled at a designated site on Fort Bliss on a temporary basis. All recycled/reused concrete/asphalt materials must be removed from Fort Bliss by the end of the project schedule. Use of the material processed for engineering fill, aggregate, or reconstituted concrete or asphaltic pavement constitutes recycling. Upon diversion of the recycled/reused materials, the Contractor shall submit proof of recycling/diversion in the monthly C&D Waste Management Reports detailing weight of diverted material and weights of debris landfilled.

The COR will review the plan in coordination with the Directorate of Public Works - Environmental Division.

**Air / Dust Control -** Water shall be applied at all construction/demolition sites to include unpaved roads for egress and ingress, staging and storage areas, stockpiles and debris piles, and parking lots for employees and workers. Dust shall be controlled during earth work, grading, and related activities that can create dust. All open-bed trucks shall have a cover or tarp to control dust when handling or hauling earth, aggregate or debris. Crushed rock, gravel or crushed asphalt can be used or applied on in-plant or on-site roads, staging areas, and or park areas to minimize water usage and control dust.

**Waste Water -** No foreign items, construction debris, chemicals, oils, etc., shall be introduced into the sanitary sewer collection system. Storm water runoff shall be directed away from the sanitary sewer collection system and storm water shall not be disposed into the sanitary collection system. State licensed temporary toilet facilities (i.e. Porta Potties) shall be utilized. There shall be no temporary toilet vaults or septic tanks installed without proper authorization from ENVIRONMENTAL DIVISION.

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Document Submission Requirements - A copy of the completed SWP3 including planned start and stop dates, completed NOI and copy of actual construction general permit to should be provided to:

Directorate of Public Works  
Master Planning  
Attn: IMBL-PWM (Bldg. 777)  
Pleasanton & Chaffee Roads  
Fort Bliss, TX 79916  
(915) 568-2757, 5949, or 5933

The City of El Paso and Fort Bliss storm water conveyance systems are interconnected. As a result, a courtesy copy should also be provided for informational purposes to the:

City of El Paso,  
Planning and Inspections  
801 Texas Avenue  
El Paso, TX 79901  
915-212-0104/212-0083/212-0086

**Additional Information** - Question regarding storm water pollution prevention plans on Fort Bliss should be directed to Ms. Elisa Morales (elisa.morales1.civ@mail.mil), Multimedia Compliance Branch, Construction Storm Water Program Manager, Environmental Division, Attn: IMSW-BLS-PWE (Bldg 622), Pleasanton & Taylor Roads, Fort Bliss, TX 79916, (915) 568-0931 or Ms. Rita Crites (915) 568-5396 (rita.f.crites1.civ@mail.mil).

**Summary of Fort Bliss - Texas Construction Permitting Requirements**

Area of Soil Disturbance	Regulatory Requirements
Less than 1 acre	Construction SWP3 and notice to state not required.
1 to less than 5 acres	Construction SWP3 is likely required though some short duration projects may qualify for waiver. SWP3 or waiver request must be coordinated through Environmental Division.
5 acres and greater	Construction SWP3 is required and must be coordinated through Environmental Division. NOI form and fee must be submitted to Texas Commission on Environmental Quality.

SWP3 = Storm Water Pollution Prevention Plan - Document following Texas Commission on Environmental Quality approved format that details the project and efforts to prevent migration of pollutants from construction site.

NOI = Notice of Intent - Texas Commission on Environmental Quality form that a construction site operator submits to the state in order to receive construction site permit coverage.

**Summary of Fort Bliss - New Mexico Construction Permitting Requirements**

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Area of Soil Disturbance	Regulatory Requirements
Less than 1 acre	Construction SWP3 and notice of intent not required.
1 to less than 5 acres	Construction SWP3 is likely required though some short duration projects may qualify for waiver. SWP3 or waiver request must be coordinated through Environmental Division.
5 acres and greater	Construction SWP3 is required and must be coordinated through Environmental Division. NOI form and fee must be submitted to US Environmental Protection Agency Region VI.

SWP3 = Storm Water Pollution Prevention Plan - Document following USEPA region VI approved format that details the project and efforts to prevent migration of pollutants from construction site.

NOI = Notice of Intent - Federal form that a construction site operator submits to the USEPA Region VI in order to receive construction site permit coverage.

**National Historic Preservation Act** - Ensure compliance with the National Historic Preservation Act, as amended. Fort Bliss Cultural Resource Management shall review all phases of design, development, and implementation of projects, to ensure cultural and historic resources are not adversely effected. This applies to both archaeology and architecture. Compliance with Archaeological Resources Protection Act (ARPA) and Native American Graves Protection and Repatriation Act (NAGPRA) may be required. Coordinate with DPW-Environmental. Point of contact for this guidance is: Normal Duty Hours (Mountain Time): M-F 0730-1630 hrs (Closed for lunch 1130 to 1230 hrs) Telephone Numbers: (915) 568-2774.

## 25. 1.8 FIRE PREVENTION GUIDE

See attached Fort Bliss Fire Department Fire Prevention Guide.

PART 2 PRODUCTS (NOT APPLICABLE)

PART 3 EXECUTION (NOT APPLICABLE)

-- End of Section --

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GOVERNMENTAL SAFETY REQUIREMENTS

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

AMERICAN SOCIETY OF SAFETY ENGINEERS (ASSE/SAFE)

ASSE/SAFE A10.32	(2012) Fall Protection
ASSE/SAFE A10.34	(2001; R 2005) Protection of the Public on or Adjacent to Construction Sites
ASSE/SAFE Z359.1	(2007) Safety Requirements for Personal Fall Arrest Systems, Subsystems and Components
ASSE/SAFE Z359.2	(2007) Minimum Requirements for a Comprehensive Managed Fall Protection Program

ASME INTERNATIONAL (ASME)

ASME B30.22	(2010) Articulating Boom Cranes
ASME B30.3	(2012) Tower Cranes
ASME B30.5	(2014) Mobile and Locomotive Cranes
ASME B30.8	(2010) Floating Cranes and Floating Derricks

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 10	(2013) Standard for Portable Fire Extinguishers
NFPA 51B	(2014; TIA 09-1) Standard for Fire Prevention During Welding, Cutting, and Other Hot Work
NFPA 70	(2017) National Electrical Code
NFPA 70E	(2015; Errata 09-1) Standard for Electrical Safety in the Workplace

SCAFFOLD INDUSTRY ASSOCIATION (SIA)

SIA ANSI A92.6	(1999) Self-Propelled Elevating Work Platforms
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U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1 (2014) Safety and Health Requirements  
Manual

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

29 CFR 1910.146	Permit-required Confined Spaces
29 CFR 1926	Safety and Health Regulations for Construction
29 CFR 1926.500	Fall Protection

#### 1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

Government acceptance is required for submittals with a "G, A" designation.

SD-01 Preconstruction Submittals

Accident Prevention Plan (APP); G, A

Activity Hazard Analysis (AHA); G, A

Crane Critical Lift Plan; G, A

Proof of qualification for Crane Operators; G, A

Supporting Systems calculations;

SD-02 Shop Drawings

Temporary Support Data

Temporary support data, including shop drawings, product data, calculations, and certifications, for structural steel, concrete masonry units, and elevated concrete floors.

SD-06 Test Reports

Reports

Submit reports as their incidence occurs, in accordance with the requirements of the paragraph entitled, "Reports."

Accident Reports

Crane Reports

Gas Protection for NASA projects

Doctor's Reports

SD-07 Certificates

Confined Space Entry Permit

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License Certificates

Submit one copy of each permit/certificate attached to each Daily Quality Control Report.

1.3 DEFINITIONS

- a. Not Used
- b. High Visibility Accident. Any mishap which may generate publicity and/or high visibility.
- c. Medical Treatment. Treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even through provided by a physician or registered personnel.
- d. Not Used.
- e. Not Used.
- f. Recordable Injuries or Illnesses. Any work-related injury or illness that results in:
  - (1) Death, regardless of the time between the injury and death, or the length of the illness;
  - (2) Days away from work (any time lost after day of injury/illness onset);
  - (3) Restricted work;
  - (4) Transfer to another job;
  - (5) Medical treatment beyond first aid;
  - (6) Loss of consciousness; or
  - (7) A significant injury or illness diagnosed by a physician or other licensed health care professional, even if it did not result in (1) through (6) above.
- g. "USACE" property and equipment specified in USACE EM 385-1-1 should be interpreted as Government property and equipment.
- h. Weight Handling Equipment (WHE) Accident. A WHE accident occurs when any one or more of the six elements in the operating envelope fails to perform correctly during operation, including operation during maintenance or testing resulting in personnel injury or death; material or equipment damage; dropped load; derailment; two-blocking; overload; and/or collision, including unplanned contact between the load, crane, and/or other objects. A dropped load, derailment, two-blocking, overload and collision are considered accidents even though no material damage or injury occurs. A component failure (e.g., motor burnout, gear tooth failure, bearing failure) is not considered an accident solely due to material or equipment damage unless the component failure results in damage to other components (e.g., dropped boom, dropped load, roll over, etc.) Any mishap meeting the criteria described above shall be documented in both the Contractor Significant Incident Report (CSIR) and using the NAVFAC prescribed Navy Crane

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Center (NCC) form submitted within five days both as provided by the Contracting Officer.

1.4 Not Used.

1.5 REGULATORY REQUIREMENTS

In addition to the detailed requirements included in the provisions of this contract, comply with the most recent addition of USACE EM 385-1-1, and the following federal, state, and local, laws, ordinances, criteria, rules and regulations, including those of Texas. The latest version of EM 385-1-1 is available at <http://www.swf.usace.army.mil/About/Organization/SafetyandOccupationalHealth.aspx>.

Submit matters of interpretation of standards to the appropriate administrative agency for resolution before starting work. Where the requirements of this specification, applicable laws, criteria, ordinances, regulations, and referenced documents vary, the most stringent requirements govern.

1.6 SITE QUALIFICATIONS, DUTIES AND MEETINGS

1.6.1 Personnel Qualifications

1.6.1.1 Site Safety and Health Officer (SSHO)

The contractor shall provide a Safety oversight team that includes a minimum of one (1) Competent Person at each project site to function as the Safety and Health Officer (SSHO). The SSHO shall be at the work site at all times, unless specified differently in the contract, to perform safety and occupational health management, surveillance, inspections, and safety enforcement for the Contractor, and their training, experience, and qualifications shall be as required by EM 385-1-1 paragraph 01.A.17 and all associated sub-paragraphs. A Competent Personal shall be provided for all of the hazards identified in the Contractor's Safety and Health Program in accordance with the accepted Accident Prevention Plan, and shall be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed.

The credentials of the Competent Persons(s) shall be approved by the Contracting Officer in consultation with the Safety Office.

The Contractor Quality Control (QC) person cannot be the SSHO on this project, even though the QC has safety inspection responsibilities as part of the QC duties. The SSHO shall be assigned no other duties.

The SSHO shall report to a senior corporate official.

1.6.1.2 Not Used

1.6.1.3 Crane Operators

Meet the crane operators requirements in USACE EM 385-1-1. In addition, for mobile cranes with Original Equipment Manufacturer (OEM) rated capacities of 50,000 pounds or greater, designate crane operators as qualified by a source that qualifies crane operators (i.e., union, a government agency, or an organization that tests and qualifies crane operators).

Provide proof of current qualification.

1.6.2 Personnel Duties

1.6.2.1 Site Safety and Health Officer (SSHO)

- a. Conduct daily safety and health inspections and maintain a written log which includes area/operation inspected, date of inspection, identified hazards, recommended corrective actions, estimated and actual dates of corrections. Attach safety inspection logs to the Contractors' daily quality control report.
- b. Conduct mishap investigations and complete required reports. Maintain the OSHA Form 300 and Daily Production reports for prime and sub-contractors.
- c. Maintain applicable safety reference material on the job site.
- d. Attend the pre-construction conference, pre-work meetings including preparatory inspection meeting, and periodic in-progress meetings.
- e. Implement and enforce accepted APPS and AHAs.
- f. Maintain a safety and health deficiency tracking system that monitors outstanding deficiencies until resolution. Post a list of unresolved safety and health deficiencies on the safety bulletin board.
- g. Ensure sub-contractor compliance with safety and health requirements.

Failure to perform the above duties will result in dismissal of the superintendent, QC Manager, and/or SSHO, and a project work stoppage. The project work stoppage will remain in effect pending approval of a suitable replacement.

- h. Maintain a list of hazardous chemicals on site and their material safety data sheets.

1.6.3 Meetings

1.6.3.1 Preconstruction Conference

- a. Contractor representatives who have a responsibility or significant role in accident prevention on the project shall attend the preconstruction conference. This includes the project superintendent, site safety and health officer, quality control supervisor, or any other assigned safety and health professionals who participated in the development of the APP (including the Activity Hazard Analyses (AHAs) and special plans, program and procedures associated with it).
- b. Discuss the details of the submitted APP to include incorporated plans, programs, procedures and a listing of anticipated AHAs that will be developed and implemented during the performance of the contract. This list of proposed AHAs will be reviewed at the conference and an agreement will be reached between the Contractor and the Contracting Officer's representative as to which phases will require an analysis. In addition, establish a schedule for the preparation, submittal, review, and acceptance of AHAs to preclude project delays.
- c. Deficiencies in the submitted APP will be brought to the attention of the Contractor at the preconstruction conference, and the Contractor shall revise the plan to correct deficiencies and resubmit it for acceptance. Do not begin work until there is an accepted APP.

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- d. The functions of a Preconstruction conference may take place at the Post-Award Kickoff meeting for Design Build Contracts.

1.6.3.2 Not Used

1.7 ACCIDENT PREVENTION PLAN (APP)

Use a qualified person to prepare the written site-specific APP. Prepare the APP in accordance with the format and requirements of USACE EM 385-1-1 and as supplemented herein. Cover all paragraph and subparagraph elements in USACE EM 385-1-1, Appendix A, "Minimum Basic Outline for Accident Prevention Plan". Specific requirements for some of the APP elements are described below. The APP shall be job-specific and address any unusual or unique aspects of the project or activity for which it is written. The APP shall interface with the Contractor's overall safety and health program. Include any portions of the Contractor's overall safety and health program referenced in the APP in the applicable APP element and made site-specific. The Government considers the Prime Contractor to be the "controlling authority" for all work site safety and health of the subcontractors. Contractors are responsible for informing their subcontractors of the safety provisions under the terms of the contract and the penalties for noncompliance, coordinating the work to prevent one craft from interfering with or creating hazardous working conditions for other crafts, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out. The APP shall be signed by the person and firm (senior person) preparing the APP, the Contractor, the on-site superintendent, the designated site safety and health officer, the Contractor Quality control Manager, and any designated CSP and/or CIH.

Submit the APP to the Contracting Officer 15 calendar days prior to the date of the preconstruction conference for acceptance. Work cannot proceed without an accepted APP.

Once accepted by the Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract or the accepted APP will be cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified.

Once work begins, changes to the accepted APP shall be made with the knowledge and concurrence of the Contracting Officer, project superintendent, SSHO and quality control manager. Should any severe hazard exposure, i.e. imminent danger, become evident, stop work in the area, secure the area, and develop a plan to remove the exposure and control the hazard. Notify the Contracting Officer within 24 hours of discovery. Eliminate/remove the hazard. In the interim, take all necessary action to restore and maintain safe working conditions in order to safeguard onsite personnel, visitors, the public (as defined by ASSE/SAFE A10.34,) and the environment.

Copies of the accepted plan will be maintained at the resident engineer's office and at the job site.

Continuously reviewed and amended the APP, as necessary, throughout the life of the contract. Incorporate unusual or high-hazard activities not identified in the original APP as they are discovered.

1.7.1 EM 385-1-1 Contents

In addition to the requirements outlines in Appendix A of USACE EM 385-1-1, the following is required:

- a. Not Used.
- b. Not Used.

- c. Not Used.
- d. Not Used.
- e. Not Used.
- f. Occupant Protection Plan. The safety and health aspects of lead-based paint removal, prepared in accordance with Section 02 82 16.00 20 LEAD BASED PAINT HAZARD ABATEMENT, TARGET HOUSING & CHILD OCCUPIED FACILITIES.
- g. Lead Compliance Plan. The safety and health aspects of lead work, prepared in accordance with Section 02 83 13.00 20 LEAD IN CONSTRUCTION.
- h. Asbestos Hazard Abatement Plan. The safety and health aspects of asbestos work, prepared in accordance with Section 02 82 14.00 10 ASBESTOS ABATEMENT.
- i. Site Safety and Health Plan. The safety and health aspects prepared in accordance with Section 01 35 29.13 HEALTH, SAFETY, AND EMERGENCY RESPONSE PROCEDURES FOR CONTAMINATED SITES.
- j. PCB Plan. The safety and health aspects of Polychlorinated Biphenyls work, prepared in accordance with Sections 02 84 33 REMOVAL AND DISPOSAL OF POLYCHLORINATED BIPHENALS and 02 61 23 REMOVAL AND DISPOSAL OF PCB CONTAMINATED SOILS.
- k. Site Demolition Plan. The safety and health aspects prepared in accordance with Section 02 41 00 DEMOLITION and referenced sources.
- l. Excavation Plan. The safety and health aspects prepared in accordance with Section 31 00 00 EARTHWORK.

#### 1.8 ACTIVITY HAZARD ANALYSIS (AHA)

The Activity Hazard Analysis (AHA) format shall be in accordance with USACE EM 385-1-1, Section 1. Submit the AHA for review at least 15 calendar days prior to the start of each phase. Format subsequent AHAs as amendments to the APP. The analysis should be used during daily inspections to ensure the implementation and effectiveness of the activity's safety and health controls.

The AHA list will be reviewed periodically (at least monthly) at the Contractor supervisory safety meeting and updated as necessary when procedures, scheduling, or hazards change.

Develop the activity hazard analyses using the project schedule as the basis for the activities performed. Any activities listed on the project schedule will require an AHA. The AHAs will be developed by the contractor, supplier or subcontractor and provided to the prime contractor for submittal to the Contracting Officer.

#### 1.9 DISPLAY OF SAFETY INFORMATION

Within 1 calendar days after commencement of work, erect a safety bulletin board at the job site. Where size, duration, or logistics of project do not facilitate a bulletin board, an alternative method, acceptable to the Contracting Officer, that is accessible and includes all mandatory information for employee and visitor review, shall be deemed as meeting the requirement for a bulletin board. Include and maintain information on

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safety bulletin board as required by EM 385-1-1, section 01.A.07.  
Additional items required to be posted include:

- a. Confined space entry permit.
- b. Hot work permit.

#### 1.10 SITE SAFETY REFERENCE MATERIALS

Maintain safety-related references applicable to the project, including those listed in the article "References." Maintain applicable equipment manufacturer's manuals.

#### 1.11 EMERGENCY MEDICAL TREATMENT

Contractors will arrange for their own emergency medical treatment. Government has no responsibility to provide emergency medical treatment.

#### 1.12 REPORTS

##### 1.12.1 Accident Reports

- a. Conduct an accident investigation for recordable injuries and illnesses, as defined in 1.3.h and property damage accidents resulting in at least \$2,000 in damages, to establish the root cause(s) of the accident, complete the USACE Accident Report Form 3394 and provide the report to the Contracting Officer within 5 calendar day(s) of the accident. The Contracting Officer will provide copies of any required or special forms.
- b. Conduct an accident investigation for any weight handling equipment accident (including rigging gear accidents) to establish the root cause(s) of the accident, complete the WHE Accident Report (Crane and Rigging Gear) form and provide the report to the Contracting Officer within 30 calendar days of the accident. Do not proceed with crane operations until cause is determined and corrective actions have been implemented to the satisfaction of the contracting officer. The Contracting Officer will provide a blank copy of the accident report form.

##### 1.12.2 Accident Notification

Notify the Contracting Officer as soon as practical, but not later than four hours, after any accident meeting the definition of Recordable Injuries or Illnesses or High Visibility Accidents, property damage equal to or greater than \$2,000, or any weight handling equipment accident. Within notification include contractor name; contract title; type of contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (to include type of construction equipment used, PPE used, etc.). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted.

##### 1.12.3 Crane Reports

Submit crane inspection reports required in accordance with USACE EM 385-1-1, and as specified herein with Daily Reports of Inspections.

##### 1.12.4 Certificate of Compliance

Provide a Certificate of Compliance for each crane entering an activity  
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under this contract (see Contracting Officer for a blank certificate). State within the certificate that the crane and rigging gear meet applicable OSHA regulations (with the Contractor citing which OSHA regulations are applicable, e.g., cranes used in construction, demolition, or maintenance comply with 29 CFR 1926 and USACE EM 385-1-1.

Certify on

the Certificate of Compliance that the crane operator(s) is qualified and trained in the operation of the crane to be used. Also certify that all of its crane operators working on the DOD activity have been trained in the proper use of all safety devices (e.g., anti-two block devices).

Post

certifications on the crane.

1.12.5 Not Used

1.12.6 Doctor's Reports

The Contractor shall provide, in the event of any Contractor/subcontractor employee lost time injury accident, a doctor's report of examination which states the number of days that the physician recommends the employee recuperate before returning for work. This requirement shall be in addition to other reporting requirements and may, in specific instances, be waived by the Contracting Officer.

1.13 HOT WORK

Submit and obtain a written permit prior to performing "Hot Work" (welding, cutting, etc.) or operating other flame-producing/spark producing devices, from the Fire Division. A permit is required from the Explosives Safety Office for work in and around where explosives are processed, stored, or handled. CONTRACTORS ARE REQUIRED TO MEET ALL CRITERIA BEFORE A PERMIT IS ISSUED. The Contractor will provide at least two (2) twenty (20) pound 4A:20 BC rated extinguishers for normal "Hot Work". All extinguishers shall be current inspection tagged, approved safety pin and tamper resistant seal. It is also mandatory to have a designated FIRE WATCH for any "Hot Work" done at this activity. The Fire Watch shall be trained in accordance with NFPA 51B and remain on-site for a minimum of 30 minutes after completion of the task or as specified on the hot work permit.

When starting work in the facility, require personnel to familiarize themselves with the location of the nearest fire alarm boxes and place in memory the emergency Fire Division phone number. ANY FIRE, NO MATTER HOW SMALL, SHALL BE REPORTED TO THE RESPONSIBLE FIRE DIVISION IMMEDIATELY.

1.14 LANGUAGE

For each work group that has employees who do not speak English, the Contractor shall provide a bilingual foreman who is fluent in English and in the language of the workers. The Contractor will implement the requirements of EM 385-1-1, paragraphs 01.B.01, 01.B.02, and 01.C.02 through these foremen.

1.15 FACILITY OCCUPANCY CLOSURE

Streets, walks, and other facilities occupied and used by the Government shall not be closed or obstructed without written permission from the Contracting Officer.

1.16 Not Used

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1.17 Not Used

1.18 SEVERE STORM PLAN

In the event of a severe storm warning, the Contractor must:

- a. Secure outside equipment and materials and place materials that could be damaged in protected areas.
- b. Check surrounding area, including roof, for loose material, equipment, debris, and other objects that could be blown away or against existing facilities.
- c. Ensure that temporary erosion controls are adequate.

1.19 CONFINED SPACE ENTRY REQUIREMENTS.

Contractors entering and working in confined spaces performing shipyard industry work are required to follow the requirements of OSHA 29 CFR Part 1915 Subpart B. Contractors entering and working in confined spaces performing general industry work are required to follow the requirements of OSHA 29 CFR Part 1926.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.1 CONSTRUCTION AND/OR OTHER WORK

3.1.1 Not Used

3.1.2 Hazardous Material Exclusions

Notwithstanding any other hazardous material used in this contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with USACE EM 385-1-1 such as nuclear density meters for compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocyanates, lead-based paint are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. The Radiation Safety Officer (RSO) must be notified prior to excepted items of radioactive material and devices being brought on base.

3.1.3 Unforeseen Hazardous Material

The design should have identified materials such as PCB, lead paint, and friable and non-friable asbestos and other OSHA regulated chemicals (i.e. 29 CFR Part 1910.1000). If material, not indicated, that may be hazardous to human health upon disturbance during construction operations is encountered, stop that portion of work and notify the Contracting Officer immediately. Within 14 calendar days the Government will determine if the material is hazardous. If material is not hazardous or poses no danger, the Government will direct the Contractor to proceed without change. If material is hazardous and handling of the material is necessary to accomplish the work, the Government will issue a modification pursuant to "FAR 52.243-4, Changes" and "FAR 52.236-2, Differing Site Conditions."

3.2 PRE-OUTAGE COORDINATION MEETING

Contractors are required to apply for utility outages at least 14 days in advance. As a minimum, the request should include the location of the outage, utilities being affected, duration of outage and any necessary sketches. Special requirements for electrical outage requests are contained elsewhere in this specification section. Once approved, and prior to beginning work on the utility system requiring shut down, attend a pre-outage coordination meeting with the Contracting Officer and the Installation representative to review the scope of work and the lock-out/tag-out procedures for worker protection. No work will be performed on energized electrical circuits unless proof is provided that no other means exist.

### 3.3 CONTROL OF HAZARDOUS ENERGY (LOCKOUT/TAGOUT)

Contractor shall ensure that each employee is familiar with and complies with these procedures and USACE EM 385-1-1, Section 12, Control of Hazardous Energy.

Contracting Officer will, at the Contractor's request, apply lockout/tagout tags and take other actions that, because of experience and knowledge, are known to be necessary to make the particular equipment safe to work on for government owned and operated systems.

No person, regardless of position or authority, shall operate any switch, valve, or equipment that has an official lockout/tagout tag attached to it, nor shall such tag be removed except as provided in this section. No person shall work on any energized equipment including, but not limited to activities such as erecting, installing, constructing, repairing, adjusting, inspecting, un-jamming, setting up, trouble shooting, testing, cleaning, dismantling, servicing and maintaining machines equipment of processes until an evaluation has been conducted identifying the energy source and the procedures which will be taken to ensure the safety of personnel.

When work is to be performed on electrical circuits, only qualified personnel shall perform work on electrical circuits. A supervisor who is required to enter an area protected by a lockout/tagout tag will be considered a member of the protected group provided he notifies the holder of the tag stub each time he enters and departs from the protected area.

Identification markings on building light and power distribution circuits shall not be relied on for established safe work conditions.

Before clearance will be given on any equipment other than electrical (generally referred to as mechanical apparatus), the apparatus, valves, or systems shall be secured in a passive condition with the appropriate vents, pins, and locks.

Pressurized or vacuum systems shall be vented to relieve differential pressure completely.

Vent valves shall be tagged open during the course of the work.

Where dangerous gas or fluid systems are involved, or in areas where the environment may be oxygen deficient, system or areas shall be purged, ventilated, or otherwise made safe prior to entry.

#### 3.3.1 Tag Placement

Lockout/tagout tags shall be completed in accordance with the regulations printed on the back thereof and attached to any device which, if operated, could cause an unsafe condition to exist.

If more than one group is to work on any circuit or equipment, the employee in charge of each group shall have a separate set of lockout/tagout tags completed and properly attached.

When it is required that certain equipment be tagged, the Government will review the characteristics of the various systems involved that affect the safety of the operations and the work to be done; take the necessary actions, including voltage and pressure checks, grounding, and venting, to make the system and equipment safe to work on; and apply such lockout/tagout tags to those switches, valves, vents, or other mechanical devices needed to preserve the safety provided. This operation is referred to as "Providing Safety Clearance."

### 3.3.2 Tag Removal

When any individual or group has completed its part of the work and is clear of the circuits or equipment, the supervisor, project leader, or individual for whom the equipment was tagged shall turn in his signed lockout/tagout tag stub to the Contracting Officer. That group's or individual's lockout/tagout tags on equipment may then be removed on authorization by the Contracting Officer.

## 3.4 FALL HAZARD PROTECTION AND PREVENTION PROGRAM

Establish a fall protection and prevention program, for the protection of all employees exposed to fall hazards. Within the program include company policy, identify responsibilities, education and training requirements, fall hazard identification, prevention and control measures, inspection, storage, care and maintenance of fall protection equipment and rescue and evacuation procedures.

### 3.4.1 Training

**Fall Protection Trainers.** All fall protection trainers must meet or exceed the experience, knowledge, training, and education requirements for any category of person that they are training, in accordance with ANSI/ASSE Z359.2, Section 3, Paragraph 3.3. In addition, all Qualified/Competent Person trainers must have at least 2 years of experience as a fall protection trainer and demonstrated experience supervising and managing fall protection programs in construction. These requirements are mandatory and in addition to other fall protection requirements in the contract. Examples of documents to be submitted are completion of Fall Protection Competent Person training course, Train the Trainer course (Construction or General Industry), OHSA 3110/3115 (Fall Protection) or an equivalent Fall Protection training course and resume showing at least 2 years of instructing a Competent Person Fall Protection training course. The Contractor shall submit documentation to the contracting officer/COR substantiating the qualifications of all fall protection trainers.

### 3.4.2 Fall Protection Equipment and Systems

Enforce use of the fall protection equipment and systems designated for each specific work activity in the Fall Protection and Prevention Plan and/or AHA at all times when an employee is exposed to a fall hazard. Protect employees from fall hazards as specified in EM 385-1-1, Section 21. In addition to the required fall protection systems, safety skiff, personal floatation devices, life rings etc., are required when working above or next to water in accordance with USACE EM 385-1-1, Paragraphs 21.N through 21.N.04. Personal fall arrest systems are required when working from an articulating or extendible boom, swing stages, or suspended platform. In addition, personal fall arrest systems are required when operating other equipment such as scissor lifts if the work platform is

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capable of being positioned outside the wheelbase. The need for tying-off in such equipment is to prevent ejection of the employee from the equipment during raising, lowering, or travel. Fall protection must comply with 29 CFR 1926.500, Subpart M, USACE EM 385-1-1 and ASSE/SAFE A10.32.

#### 3.4.2.1 Personal Fall Arrest Equipment

Personal fall arrest equipment, systems, subsystems, and components shall meet ASSE/SAFE Z359.1. Only a full-body harness with a shock-absorbing lanyard or self-retracting lanyard is an acceptable personal fall arrest body support device. Body belts may only be used as a positioning device system (for uses such as steel reinforcing assembly and in addition to an approved fall arrest system). Harnesses shall have a fall arrest attachment affixed to the body support (usually a Dorsal D-ring) and specifically designated for attachment to the rest of the system. Only locking snap hooks and carabiners shall be used. Webbing, straps, and ropes shall be made of synthetic fiber. The maximum free fall distance when using fall arrest equipment shall not exceed 6 feet. The total fall distance and any swinging of the worker (pendulum-like motion) that can occur during a fall shall always be taken into consideration when attaching a person to a fall arrest system.

#### 3.4.3 Fall Protection for Roofing Work

Implement fall protection controls based on the type of roof being constructed and work being performed. Evaluate the roof area to be accessed for its structural integrity including weight-bearing capabilities for the projected loading.

a. Low Sloped Roofs:

- (1) For work within 6 feet of an edge, on low-slope roofs, Protect personnel from falling by use of personal fall arrest systems, guardrails, or safety nets.
- (2) For work greater than 6 feet from an edge, erect and install warning lines in accordance with 29 CFR 1926.500 and USACE EM 385-1-1.

b. Steep-Sloped Roofs: Work on steep-sloped roofs requires a personal fall arrest system, guardrails with toe-boards, or safety nets. This requirement also includes residential or housing type construction.

#### 3.4.4 Existing Anchorage

Certified (or re-certified) by a qualified person for fall protection existing anchorages, to be used for attachment of personal fall arrest equipment in accordance with ASSE/SAFE Z359.1. Existing horizontal lifeline anchorages must be certified (or re-certified) by a registered professional engineer with experience in designing horizontal lifeline systems.

#### 3.4.5 Horizontal Lifelines

Design, install, certify and use under the supervision of a qualified person horizontal lifelines for fall protection as part of a complete fall arrest system which maintains a safety factor of 2 (29 CFR 1926.500).

#### 3.4.6 Guardrails and Safety Nets

Design, install and use guardrails and safety nets in accordance with EM 385-1-1 and 29 CFR 1926 Subpart M.

#### 3.4.7 Rescue and Evacuation Procedures

When personal fall arrest systems are used, the contractor must ensure that the mishap victim can self-rescue or can be rescued promptly should a fall occur. Prepare a Rescue and Evacuation Plan and include a detailed discussion of the following: methods of rescue; methods of self-rescue; equipment used; training requirement; specialized training for the rescuers; procedures for requesting rescue and medical assistance; and transportation routes to a medical facility. Include the Rescue and Evacuation Plan within the Activity Hazard Analysis (AHA) for the phase of work, in the Fall Protection and Prevention (FP&P) Plan, and the Accident Prevention Plan (APP).

3.5 Not Used

3.6 SCAFFOLDING

Provide employees with a safe means of access to the work area on scaffolding. Scaffolding is specified in EM 385-1-1.

3.7 EQUIPMENT

3.7.1 Material Handling Equipment

- a. Material handling equipment such as forklifts shall not be modified with work platform attachments for supporting employees unless specifically delineated in the manufacturer's printed operating instructions.
- b. The use of hooks on equipment for lifting of material must be in accordance with manufacturer's printed instructions.
- c. Operators of forklifts or power industrial trucks shall be licensed in accordance with OSHA.
- d. Rollover Protective Structures (ROPS): ROPS for rollers and compactors shall be certified to meet SAE requirement J1040C.
- e. Pulverizers: ROPS, as required by EM 385-1-1, paragraph 16.B.12, includes self-propelled pulverizers.
- f. Self-Propelled Elevating Work Platforms: All self-propelled elevating work platforms will be designed, constructed, maintained, used, and operated in accordance with the guidance provided in American National Standard for Self-Propelled Elevating Work Platforms (SIA ANSI A92.6) together with any amendments which may be in force at time contract is awarded.
- g. Radiation Permits or Authorizations: Contractors contemplating the use of radioactive materials or radiation producing equipment while performing work on this Contract shall obtain written authorization from the Department of the Army or Department of the Air Force, as applicable.
  - (1) A 45-day lead time should be programmed for obtaining this written authorization.
  - (2) When requested, the Contracting Officer's Authorized Representative will assist Contractor in obtaining the required permit or authorization.

- h. Telephone: Provide an accessible telephone or equivalent means to immediately initiate emergency response services at the job site at all times while work is underway.

3.7.2 Weight Handling Equipment

- a. Equip cranes and derricks as specified in EM 385-1-1, section 16.
- b. Not Used
- c. Comply with the crane manufacturer's specifications and limitations for erection and operation of cranes and hoists used in support of the work. Perform erection under the supervision of a designated person (as defined in ASME B30.5). Perform all testing in accordance with the manufacturer's recommended procedures.
- d. Comply with ASME B30.5 for mobile and locomotive cranes, ASME B30.22 for articulating boom cranes, ASME B30.3 for construction tower cranes, and ASME B30.8 for floating cranes and floating derricks.
- e. Under no circumstance shall a Contractor make a lift at or above 90 percent of the cranes rated capacity in any configuration.
- f. When operating in the vicinity of overhead transmission lines, operators and riggers shall be alert to this special hazard and follow the requirements of USACE EM 385-1-1 Section 11 and ASME B30.5 or ASME B30.22 as applicable.
- g. Do not crane suspended personnel work platforms (baskets) unless the Contractor proves that using any other access to the work location would provide a greater hazard to the workers or is impossible. Do not lift personnel with a line hoist or friction crane.
- h. Inspect, maintain, and recharge portable fire extinguishers as specified in NFPA 10, Standard for Portable Fire Extinguishers.
- i. All employees must keep clear of loads about to be lifted and of suspended loads.
- j. Use cribbing when performing lifts on outriggers.
- k. The crane hook/block must be positioned directly over the load. Side loading of the crane is prohibited.
- l. A physical barricade must be positioned to prevent personnel from entering the counterweight swing (tail swing) area of the crane.
- m. Certification records which include the date of inspection, signature of the person performing the inspection, and the serial number or other identifier of the crane that was inspected shall always be available for review by Contracting Officer personnel.
- n. Written reports listing the load test procedures used along with any repairs or alterations performed on the crane shall be available for review by Contracting Officer personnel.
- o. Certify that all crane operators have been trained in proper use of all safety devices (e.g. anti-two block devices).

3.8 EXCAVATIONS

Perform soil classification by a competent person in accordance with 29 CFR 1926.

### 3.8.1 Utility Locations

Prior to digging, the appropriate digging permit must be obtained. All underground utilities in the work area must be positively identified by a private utility locating service in addition to any station locating service and coordinated with the station utility department. Any markings made during the utility investigation must be maintained throughout the contract.

### 3.8.2 Utility Location Verification

The Contractor must physically verify underground utility locations by hand digging using wood or fiberglass handled tools when any adjacent construction work is expected to come within three feet of the underground system. Digging within 2 feet of a known utility must not be performed by means of mechanical equipment; hand digging shall be used. If construction is parallel to an existing utility expose the utility by hand digging every 100 feet if parallel within 5 feet of the excavation.

### 3.8.3 Shoring Systems

Trench and shoring systems must be identified in the accepted safety plan and AHA. Manufacture tabulated data and specifications or registered engineer tabulated data for shoring or benching systems shall be readily available on-site for review. Job-made shoring or shielding must have the registered professional engineer stamp, specifications, and tabulated data. Extreme care must be used when excavating near direct burial electric underground cables.

### 3.8.4 Trenching Machinery

Operate trenching machines with digging chain drives only when the spotters/laborers are in plain view of the operator. Provide operator and spotters/laborers training on the hazards of the digging chain drives with emphasis on the distance that needs to be maintained when the digging chain is operating. Keep documentation of the training on file at the project site.

## 3.9 UTILITIES WITHIN CONCRETE SLABS

Utilities located within concrete slabs or pier structures, bridges, and the like, are extremely difficult to identify due to the reinforcing steel used in the construction of these structures. Whenever contract work involves concrete chipping, saw cutting, or core drilling, the existing utility location must be coordinated with station utility departments in addition to a private locating service. Outages to isolate utility systems must be used in circumstances where utilities are unable to be positively identified. The use of historical drawings does not alleviate the contractor from meeting this requirement.

## 3.10 ELECTRICAL

### 3.10.1 Conduct of Electrical Work

Underground electrical spaces must be certified safe for entry before entering to conduct work. Cables that will be cut must be positively identified and de-energized prior to performing each cut. Positive cable identification must be made prior to submitting any outage request for electrical systems. Arrangements are to be coordinated with the Contracting Officer and Station Utilities for identification. The Contracting Officer will not accept an outage request until the Contractor

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satisfactorily documents that the circuits have been clearly identified. Perform all high voltage cable cutting remotely using hydraulic cutting tool. When racking in or live switching of circuit breakers, no additional person other than the switch operator will be allowed in the space during the actual operation. Plan so that work near energized parts is minimized to the fullest extent possible. Use of electrical outages clear of any energized electrical sources is the preferred method. When working in energized substations, only qualified electrical workers will be permitted to enter. When work requires Contractor to work near energized circuits as defined by the NFPA 70, high voltage personnel must use personal protective equipment that includes, as a minimum, electrical hard hat, safety shoes, insulating gloves with leather protective sleeves, fire retarding shirts, coveralls, face shields, and safety glasses. In addition, provide electrical arc flash protection for personnel as required by NFPA 70E. Insulating blankets, hearing protection, and switching suits may also be required, depending on the specific job and as delineated in the Contractor's AHA.

### 3.10.2 Portable Extension Cords

Size portable extension cords in accordance with manufacturer ratings for the tool to be powered and protected from damage. Immediately removed from service all damaged extension cords. Portable extension cords shall meet the requirements of NFPA 70E and OSHA electrical standards.

## 3.11 WORK IN CONFINED SPACES

Comply with the requirements in Section 34 of USACE EM 385-1-1, OSHA 29 CFR 1910.146 and OSHA 29 CFR 1926.21(b)(6). Any potential for a hazard in the confined space requires a permit system to be used.

## 3.12 CONSTRUCTION/ERECTION SUPPORTS AND LOADS

### 3.12.1 Lateral Stability

The lateral stability of this structure is dependent on the total completion of all interconnected structural roof, wall, and floor framing/decking systems. The Contractor shall provide and adequately install and maintain all temporary supports such as temporary guys, lateral bracing, falsework, cribbing, and any other type structural supports required for a safe erection operation to maintain stability of the structure until all structural systems are interconnected as required by the contract plans and specifications.

### 3.12.2 Temporary Support Data

At least 60 days prior to the start of vertical construction and prior to the commencement of structural steel, concrete or masonry walls, elevated floors, and roofs, the Contractor shall submit detailed drawings, catalog data and calculations for all temporary supports as described in paragraph above, which will be used on this contract. These detailed drawings, catalog data, and calculations shall be prepared and certified by a Registered Structural Engineer. The minimum for vertical loads shall be actual dead loads plus a minimum live load of 25 psf, but use higher live loads if needed due to the Contractor's plan of erection. No load reductions will be allowed. Bracing shall be designed for a minimum wind load of 20 psf. Wind loadings will not be reduced from the design wind load provided and all temporary supports will be designed with a minimum safety factor of 1.5.

### 3.12.3 Installation And Maintenance

After submission of the temporary support system and calculations, the  
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Contractor shall install and maintain the temporary structural support system in strict compliance with the submitted drawings. Daily inspections will be conducted by the Contractor's Quality Control Inspector to assure all supports are installed as approved and properly maintained.

3.12.4 Architectural Or Structural Precast Or Tilt-Up Wall Panels

Temporary supports for architectural or structural precast or tilt-up wall panels will be designed as indicated above. Pipe or other bracing shall have lateral cross bracing between each pipe support. Tension guy wires or cables will not be acceptable. Bolted or welded connections into the concrete floors and concrete wall panels will be designed with a safety factor of 3.0. Immediately after erecting each concrete wall panel, the bottom of the panel shall be secured by welding the weld plates or by bolting in place. Panels will not be temporarily placed in a vertical position until they are ready to be erected in their final position. If possible, all structural steel will be erected prior to erection of wall panels. If not, the structural steel will be commenced immediately after the last wall panel is set in the smallest section/bay possible. The Contractor shall not start a new wall section/bay until the structural steel is completed in the last section/bay.

-- End of Section --

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SOURCES FOR REFERENCE PUBLICATIONS

PART 1 GENERAL

1.1 REFERENCES

Various publications are referenced in other sections of the specifications to establish requirements for the work. These references are identified in each section by document number, date and title. The document number used in the citation is the number assigned by the standards producing organization, (e.g. ASTM B 564 Nickel Alloy Forgings). However, when the standards producing organization has not assigned a number to a document, an identifying number has been assigned for reference purposes.

1.2 ORDERING INFORMATION

The addresses of the standards publishing organizations whose documents are referenced in other sections of these specifications are listed below, and if the source of the publications is different from the address of the sponsoring organization, that information is also provided. Documents listed in the specifications with numbers which were not assigned by the standards producing organization should be ordered from the source by title rather than by number.

AMERICAN SOCIETY OF SAFETY ENGINEERS (ASSE/SAFE)  
1800 East Oakton Street  
Des Plaines, IL 60018-2187  
Ph: 847-699-2929  
Fax: 847-768-3434  
E-mail: [customerservice@asse.org](mailto:customerservice@asse.org)  
Internet: <http://www.asse.org>

AMERICAN WATER WORKS ASSOCIATION (AWWA)  
6666 West Quincy Avenue  
Denver, CO 80235  
Ph: 800-926-7337  
Fax: 303-347-0804  
Internet: <http://www.awwa.org>

ASME INTERNATIONAL (ASME)  
Three Park Avenue, M/S 10E  
New York, NY 10016  
Ph: 212-591-7722 or 800-843-2763  
Fax: 212-591-7674  
E-mail: [infocentral@asme.org](mailto:infocentral@asme.org)  
Internet: <http://www.asme.org>

ASTM INTERNATIONAL (ASTM)  
100 Barr Harbor Drive, P.O. Box C700  
West Conshohocken, PA 19428-2959  
Ph: 610-832-9500  
Fax: 610-832-9555  
E-mail: [service@astm.org](mailto:service@astm.org)  
Internet: <http://www.astm.org>

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355 Lexington Avenue  
17th Floor  
New York, NY 10017  
Ph: 212-297-2122  
Fax: 212-370-9047  
E-mail: [assocmgmt@aol.com](mailto:assocmgmt@aol.com)  
Internet: <http://www.buildershardware.com>

FOUNDATION FOR CROSS-CONNECTION CONTROL AND HYDRAULIC RESEARCH (FCCCHR)  
University of South California  
Kaprielian Hall 200  
Los Angeles, CA 90089-2531  
Ph: 213-740-2032 or 800-545-6340  
Fax: 213-740-8399  
E-mail: [fccchr@usc.edu](mailto:fccchr@usc.edu)  
Internet: <http://www.usc.edu/dept/fccchr>

ILLUMINATING ENGINEERING SOCIETY OF NORTH AMERICA (IESNA)  
120 Wall Street, 17th Floor  
New York, NY 10005  
Ph: 212-248-5000  
Fax: 212-248-5018  
E-mail: [iesna@iesna.org](mailto:iesna@iesna.org)  
Internet: <http://www.iesna.org>

INTERNATIONAL CODE COUNCIL (ICC)  
5360 Workman Mill Road  
Whittier, CA 90601  
Ph: 562-699-0541  
Fax: 562-699-9721  
E-mail: [webmaster@iccsafe.org](mailto:webmaster@iccsafe.org)  
Internet: [www.iccsafe.org](http://www.iccsafe.org)

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)  
1 Batterymarch Park  
Quincy, MA 02169-7471  
Ph: 617-770-3000  
Fax: 617-770-0700  
E-mail: [webmaster@nfpa.org](mailto:webmaster@nfpa.org)  
Internet: <http://www.nfpa.org>

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Fax: 301-394-0084

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Internet: <http://www.usace.army.mil/publications>

or <http://www.hnd.usace.army.mil/techinfo/engpubs.htm>

U.S. DEPARTMENT OF DEFENSE (DOD)

Directorate for Public Inquiry and Analysis

Office of the Secretary of Defense (Public Affairs)

Room 3A750 -- The Pentagon

1400 Defense Pentagon

Washington, DC 20301-1400

Ph: 703-428-0711

E-mail: [pia@hq.afis.asd.mil](mailto:pia@hq.afis.asd.mil)

Internet: <http://www.dod.gov>

Order DOD Documents from:

National Technical Information Service (NTIS)

5285 Port Royal Road

Springfield, VA 22161

Ph: 703-605-6585

FAX: 703-605-6900

E-mail: [info@ntis.gov](mailto:info@ntis.gov)

Internet: <http://www.ntis.gov>

Order Military Specifications, Standards and Related Publications from:

Department of Defense Single Stock Point for (DODSSP)

Defense Automation and Production Service (DAPS)

Building 4D

700 Robbins Avenue

Philadelphia, PA 19111-5098

Ph: 215-697-2179

Fax: 215-697-1462

Internet: <http://www.dodssp.daps.mil>

[www.daps.dla.mil](http://www.daps.dla.mil)

- - - - - Detail Series Documents - - - - -

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

Ariel Rios Building

1200 Pennsylvania Avenue, N.W.

Washington, DC 20460

Ph: 202-272-0167

Internet: <http://www.epa.gov>

--- Some EPA documents are available only from:

National Technical Information Service (NTIS)

5285 Port Royal Road

Springfield, VA 22161

Ph: 703-605-6585

Fax: 703-605-6900

E-mail: [info@ntis.gov](mailto:info@ntis.gov)

Internet: <http://www.ntis.gov>

U.S. FEDERAL AVIATION ADMINISTRATION (FAA)

Order for sale documents from:

Superintendent of Documents

U.S. Government Printing Office (GPO)

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-- End of Section --

SECTION 01 45 00.00 10

QUALITY CONTROL

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ASTM INTERNATIONAL (ASTM)

ASTM D 3740

(2008) Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction

ASTM E 329

(2009) Standard Specification for Agencies Engaged in the Testing and/or Inspection of Materials Used in Construction

1.2 PAYMENT

Separate payment will not be made for providing and maintaining an effective Quality Control program, and all associated costs will be included in the applicable Bid Schedule unit or lump-sum prices.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 GENERAL REQUIREMENTS

Establish and maintain an effective quality control (QC) system in compliance with the Contract Clause titled "Inspection of Construction." QC consist of plans, procedures, and organization necessary to produce an end product which complies with the contract requirements. Cover all construction operations, both onsite and offsite, and be keyed to the proposed construction sequence. The project superintendent will be held responsible for the quality of work and is subject to removal by the Contracting Officer for non-compliance with the quality requirements specified in the contract. In this context the highest level manager responsible for the overall construction activities at the site, including quality and production is the project superintendent. The project superintendent must maintain a physical presence at the site at all times and is responsible for all construction and related activities at the site, except as otherwise acceptable to the Contracting Officer.

3.2 QUALITY CONTROL PLAN

Submit no later than 10 days after receipt of notice to proceed, the Contractor Quality Control (CQC) Plan proposed to implement the

requirements of the Contract Clause titled "Inspection of Construction." The Government will consider an interim plan for the first 60 days of operation. Construction will be permitted to begin only after acceptance of the CQC Plan or acceptance of an interim plan applicable to the particular feature of work to be started. Work outside of the accepted interim plan will not be permitted to begin until acceptance of a CQC Plan or another interim plan containing the additional work.

### 3.2.1 Content of the CQC Plan

Include, as a minimum, the following to cover all operations, both onsite and offsite, including work by subcontractors, fabricators, suppliers, and purchasing agents:

- a. A description of the quality control organization, including a chart showing lines of authority and acknowledgment that the CQC staff will implement the three phase control system for all aspects of the work specified. Include a CQC System Manager who reports to the project manager.
- b. The name, qualifications (in resume format), duties, responsibilities, and authorities of each person assigned a CQC function.
- c. A copy of the letter to the CQC System Manager signed by an authorized official of the firm which describes the responsibilities and delegates sufficient authorities to adequately perform the functions of the CQC System Manager, including authority to stop work which is not in compliance with the contract. Letters of direction to all other various quality control representatives outlining duties, authorities, and responsibilities will be issued by the CQC System Manager. Copies of these letters must be furnished to the Government.
- d. Procedures for scheduling, reviewing, certifying, and managing submittals, including those of subcontractors, offsite fabricators, suppliers, and purchasing agents. These procedures must be in accordance with Section 01 33 00 SUBMITTAL PROCEDURES.
- e. Control, verification, and acceptance testing procedures for each specific test to include the test name, specification paragraph requiring test, feature of work to be tested, test frequency, and person responsible for each test. (Laboratory facilities approved by the Contracting Officer must be used.)
- f. Procedures for tracking preparatory, initial, and follow-up control phases and control, verification, and acceptance tests including documentation.
- g. Procedures for tracking construction deficiencies from identification through acceptable corrective action. Establish verification procedures that identified deficiencies have been corrected.
- h. Reporting procedures, including proposed reporting formats.
- i. A list of the definable features of work. A definable feature of work is a task which is separate and distinct from other tasks, has separate control requirements, and may be identified by different trades or disciplines, or it may be work by the same trade in a different environment. Although each section of the

specifications may generally be considered as a definable feature of work, there are frequently more than one definable features under a particular section. This list will be agreed upon during the coordination meeting.

- j. Contractor to set up designated area for workers to eat lunch and take breaks.

### 3.2.2 Acceptance of Plan

Acceptance of the Contractor's plan is required prior to the start of construction. Acceptance is conditional and will be predicated on satisfactory performance during the construction. The Government reserves the right to require the Contractor to make changes in his CQC Plan and operations including removal of personnel, as necessary, to obtain the quality specified.

### 3.2.3 Notification of Changes

After acceptance of the CQC Plan, notify the Contracting Officer in writing of any proposed change. Proposed changes are subject to acceptance by the Contracting Officer.

## 3.3 COORDINATION MEETING

After the Preconstruction Conference, before start of construction, and prior to acceptance by the Government of the CQC Plan, meet with the Contracting Officer or Authorized Representative and discuss the Contractor's quality control system. During the meeting, a mutual understanding of the system details must be developed, including the forms for recording the CQC operations, control activities, testing, administration of the system for both onsite and offsite work, and the interrelationship of Contractor's Management and control with the Government's Quality Assurance. Minutes of the meeting will be prepared by the Government, signed by both the Contractor and the Contracting Officer and will become a part of the contract file. There may be occasions when subsequent conferences will be called by either party to reconfirm mutual understandings and/or address deficiencies in the CQC system or procedures which may require corrective action by the Contractor.

## 3.4 QUALITY CONTROL ORGANIZATION

### 3.4.1 Personnel Requirements

The requirements for the CQC organization are a CQC System Manager and sufficient number of additional qualified personnel to ensure safety and contract compliance. The CQC Manager and the submittals clerk shall be full time employees with no other duties. Personnel identified in the technical provisions as requiring specialized skills to assure the required work is being performed properly will also be included as part of the CQC organization. The Contractor's CQC staff must maintain a presence at the site at all times during progress of the work and have complete authority and responsibility to take any action necessary to ensure contract compliance. The CQC staff will be subject to acceptance by the Contracting Officer. Provide adequate office space, filing systems and other resources as necessary to maintain an effective and fully functional CQC organization. Promptly complete and furnish all letters, material submittals, shop drawing submittals, schedules and all other project documentation to the CQC organization. The CQC organization shall be responsible to maintain these documents and records at the site at all times, except as otherwise acceptable to the Contracting Officer.

### 3.4.2 CQC System Manager

Identify as CQC System Manager an individual within the onsite work organization who is responsible for overall management of CQC and have the authority to act in all CQC matters for the Contractor. The CQC System Manager must be a graduate of construction management, with a minimum of five years construction quality control experience on construction similar to this contract, or a person with a minimum of ten years construction experience, of which a minimum of five years experience must be in construction quality control on construction similar to this contract.

This CQC System Manager must be on the site at all times during construction and be employed by the prime Contractor. The CQC System Manager must be assigned no other duties. Identify in the plan an alternate to serve in the event of the CQC System Manager's absence. The requirements for the alternate are the same as the CQC System Manager.

#### 3.4.3 Additional Requirement

In addition to the above experience and education requirements the CQC System Manager must have completed the course entitled "Construction Quality Management For Contractors". This course is periodically offered at various locations within the Corps of Engineers Fort Worth District geographical area. For locations and schedules of training courses, please connect to the following link:

<http://www.swf.usace.army.mil/BusinessWithUs/ConstructionQualityManagementTraining.aspx>

Registration is required; call the Contracting Officer's Representative for times and reservations. There is no charge for the course; however the Contractor will pay for travel and per diem costs.

#### 3.4.4 Organizational Changes

Maintain the CQC staff at full strength at all times. When it is necessary to make changes to the CQC staff, revise the CQC Plan to reflect the changes and submit the changes to the Contracting Officer for acceptance.

### 3.5 SUBMITTALS AND DELIVERABLES

Submittals, if needed, must comply with the requirements in Section 01 33 00 SUBMITTAL PROCEDURES. The CQC organization is responsible for certifying that all submittals and deliverables are in compliance with the contract requirements. When Section 23 08 00.00 10 COMMISSIONING OF HVAC SYSTEMS are included in the contract, the submittals required by those sections must be coordinated with Section 01 33 00 SUBMITTAL PROCEDURES to ensure adequate time is allowed for each type of submittal required.

### 3.6 CONTROL

Contractor Quality Control is the means by which the Contractor ensures that the construction, to include that of subcontractors and suppliers, complies with the requirements of the contract. At least three phases of control must be conducted by the CQC System Manager for each definable feature of the construction work as follows:

#### 3.6.1 Preparatory Phase

This phase is performed prior to beginning work on each definable feature of work, after all required plans/documents/materials are approved/accepted, and after copies are at the work site. This phase includes:

- a. A review of each paragraph of applicable specifications, reference codes, and standards. Make available during the preparatory inspection a copy of those sections of referenced codes and standards applicable to that portion of the work to be accomplished in the field. Maintain and make available in the field for use by Government personnel until final acceptance of the work.
- b. Review of the contract drawings.
- c. Check to assure that all materials and/or equipment have been tested, submitted, and approved. The Contractor shall ensure that all FIO Submittals have been submitted and all FX comments satisfactorily resolved no less than 14 calendar days prior to scheduling a Preparatory inspection.
- d. Review of provisions that have been made to provide required control inspection and testing.
- e. Examination of the work area to assure that all required preliminary work has been completed and is in compliance with the contract.
- f. Examination of required materials, equipment, and sample work to assure that they are on hand, conform to approved shop drawings or submitted data, and are properly stored.
- g. Review of the appropriate activity hazard analysis to assure safety requirements are met. Activity Hazard Analysis to be provided to the Government 72 hours before preparatory meeting.
- h. Discussion of procedures for controlling quality of the work including repetitive deficiencies. Document construction tolerances and workmanship standards for that feature of work.
- i. Check to ensure that the portion of the plan for the work to be performed has been accepted by the Contracting Officer.
- j. Discussion of the initial control phase.
- k. The Government must be notified at least 72 hours in advance of beginning the preparatory control phase. Include a meeting conducted by the CQC System Manager and attended by the superintendent, other CQC personnel (as applicable), and the foreman responsible for the definable feature. Document the results of the preparatory phase actions by separate minutes prepared by the CQC System Manager and attach to the daily CQC report. Instruct applicable workers as to the acceptable level of workmanship required in order to meet contract specifications.
- l. All references listed in each particular specification section shall be provided by the contractor and made available on site in either electronic format or hardcopy. These references include NFPA, I3A, ASTM, ect.

### 3.6.2 Initial Phase

This phase is accomplished at the beginning of a definable feature of work. Accomplish the following:

- a. Check work to ensure that it is in full compliance with contract requirements. Review minutes of the preparatory meeting.
- b. Verify adequacy of controls to ensure full contract compliance. Verify required control inspection and testing.
- c. Establish level of workmanship and verify that it meets minimum acceptable workmanship standards. Compare with required sample panels as appropriate.
- d. Resolve all differences.
- e. Check safety to include compliance with and upgrading of the safety plan and activity hazard analysis. Review the activity analysis with each worker.
- f. The Government must be notified at least 24 hours in advance of beginning the initial phase. Prepare separate minutes of this phase by the CQC System Manager and attach to the daily CQC report. Indicate the exact location of initial phase for future reference and comparison with follow-up phases.
- g. The initial phase should be repeated for each new crew to work onsite, or any time acceptable specified quality standards are not being met.

### 3.6.3 Follow-up Phase

Perform daily checks to assure control activities, including control testing, are providing continued compliance with contract requirements, until completion of the particular feature of work. Record the checks in the CQC documentation. Conduct final follow-up checks and correct all deficiencies prior to the start of additional features of work which may be affected by the deficient work. Do not build upon nor conceal non-conforming work.

### 3.6.4 Additional Preparatory and Initial Phases

Conduct additional preparatory and initial phases on the same definable features of work if: the quality of on-going work is unacceptable; if there are changes in the applicable CQC staff, onsite production supervision or work crew; if work on a definable feature is resumed after a substantial period of inactivity; or if other problems develop.

## 3.7 TESTS

### 3.7.1 Testing Procedure

Perform specified or required tests to verify that control measures are adequate to provide a product which conforms to contract requirements. Upon request, furnish to the Government duplicate samples of test specimens for possible testing by the Government. Testing includes operation and/or acceptance tests when specified. Procure the services of a Corps of Engineers approved testing laboratory or establish an approved testing laboratory at the project site. Perform the following activities and record and provide the following data:

- a. Verify that testing procedures comply with contract requirements.

- b. Verify that facilities and testing equipment are available and comply with testing standards.
- c. Check test instrument calibration data against certified standards.
- d. Verify that recording forms and test identification control number system, including all of the test documentation requirements, have been prepared.
- e. Record results of all tests taken, both passing and failing on the CQC report for the date taken.  
Specification paragraph reference, location where tests were taken, and the sequential control number identifying the test. If approved by the Contracting Officer, actual test reports may be submitted later with a reference to the test number and date taken. Provide an information copy of tests performed by an offsite or commercial test facility directly to the Contracting Officer. Failure to submit timely test reports as stated may result in nonpayment for related work performed and disapproval of the test facility for this contract.

### 3.7.2 Testing Laboratories

#### 3.7.2.1 Capability Check

The Government reserves the right to check laboratory equipment in the proposed laboratory for compliance with the standards set forth in the contract specifications and to check the laboratory technician's testing procedures and techniques.

Laboratories utilized for testing soils, concrete, asphalt, and steel must meet criteria detailed in ASTM D 3740 and ASTM E 329.

#### 3.7.2.2 Capability Recheck

If the selected laboratory fails the capability check, the Contractor will be assessed a charge of \$2,000 to reimburse the Government for each succeeding recheck of the laboratory or the checking of a subsequently selected laboratory. Such costs will be deducted from the contract amount due the Contractor.

#### 3.7.3 Onsite Laboratory

The Government reserves the right to utilize the Contractor's control testing laboratory and equipment to make assurance tests, and to check the Contractor's testing procedures, techniques, and test results at no additional cost to the Government.

#### 3.7.4 Furnishing or Transportation of Samples for Testing

Costs incidental to the transportation of samples or materials will be borne by the Contractor. Samples of materials for test verification and acceptance testing by the Government must be delivered to the Government- contract laboratory designated by the COR.

Coordination for each specific test, exact delivery location, and dates will be made through the COR.

### 3.8 COMPLETION INSPECTION

#### 3.8.1 Punch-Out Inspection

Conduct an inspection of the work by the CQC Manager near the end of the work, or any increment of the work established by a time stated in the Contract SPECIAL CONTRACT REQUIREMENTS Clause, "Commencement, Prosecution, and Completion of Work", or by the specifications. Prepare and include in the CQC documentation a punch list of items which do not conform to the approved drawings and specifications, as required by paragraph DOCUMENTATION. Include within the list of deficiencies the estimated date by which the deficiencies will be corrected. Make a second inspection the CQC System Manager or staff to ascertain that all deficiencies have been corrected. Once this is accomplished, notify the Government that the facility is ready for the Government Pre-Final inspection.

#### 3.8.2 Pre-Final Inspection

The Government will perform the pre-final inspection to verify that the facility is complete and ready to be occupied. A Government Pre-Final Punch List may be developed as a result of this inspection. Ensure that all items on this list have been corrected before notifying the Government, so that a Final inspection with the customer can be scheduled. Correct any items noted on the Pre-Final inspection in a timely manner. These inspections and any deficiency corrections required by this paragraph must be accomplished within the time slated for completion of the entire work or any particular increment of the work if the project is divided into increments by separate completion dates.

#### 3.8.3 Final Acceptance Inspection

The Contractor's Quality Control Inspection personnel, plus the superintendent or other primary management person, and the Contracting Officer's Representative must be in attendance at the final acceptance inspection. Additional Government personnel including, but not limited to, those from Base/Post Civil Facility Engineer user groups, and major commands may also be in attendance. The final acceptance inspection will be formally scheduled by the Contracting Officer based upon results of the Pre-Final inspection. Notify the Contracting Officer at least 14 days prior to the final acceptance inspection and include the Contractor's assurance that all specific items previously identified to the Contractor as being unacceptable, along with all remaining work performed under the contract, will be complete and acceptable by the date scheduled for the final acceptance inspection. Failure of the Contractor to have all contract work acceptably complete for this inspection will be cause for the Contracting Officer to bill the Contractor for the Government's additional inspection cost in accordance with the contract clause titled "Inspection of Construction".

### 3.9 DOCUMENTATION

Maintain current records providing factual evidence that required quality control activities and/or tests have been performed. Include in these records the work of subcontractors and suppliers on an acceptable form that includes, as a minimum, the following information:

- a. Contractor/subcontractor and their area of responsibility.
- b. Operating plant/equipment with hours worked, idle, or down for repair.
- c. Work performed each day, giving location, description, and by whom. When Network Analysis (NAS) is used, identify each phase of

work performed each day by NAS activity number.

- d. Test and/or control activities performed with results and references to specifications/drawings requirements. Identify the control phase (Preparatory, Initial, Follow-up). List of deficiencies noted, along with corrective action.
- e. Quantity of materials received at the site with statement as to acceptability, storage, and reference to specifications/drawings requirements.
- f. Submittals and deliverables reviewed, with contract reference, by whom, and action taken.
- g. Offsite surveillance activities, including actions taken.
- h. Job safety evaluations stating what was checked, results, and instructions or corrective actions.
- i. Instructions given/received and conflicts in plans and/or specifications.
- j. Contractor's verification statement.

Indicate a description of trades working on the project; the number of personnel working; weather conditions encountered; and any delays encountered. Cover both conforming and deficient features and include a statement that equipment and materials incorporated in the work and workmanship comply with the contract. Furnish the original and one copy of these records in report form to the Government daily within 12 hours after the date covered by the report, except that reports need not be submitted for days on which no work is performed. As a minimum, prepare and submit one report for every 7 days of no work and on the last day of a no work period. All calendar days must be accounted for throughout the life of the contract. The first report following a day of no work will be for that day only. Reports must be signed and dated by the CQC System Manager. Include copies of test reports and copies of reports prepared by all subordinate quality control personnel within the CQC System Manager Report.

### 3.10 SAMPLE FORMS

Quality control forms such as the daily construction quality control report and the required preparatory and initial inspection documentation are included at the end of this section.

### 3.11 NOTIFICATION OF NONCOMPLIANCE

The Contracting Officer will notify the Contractor of any detected noncompliance with the foregoing requirements. Take immediate corrective action after receipt of such notice. Such notice, when delivered to the Contractor at the work site, will be deemed sufficient for the purpose of notification. If the Contractor fails or refuses to comply promptly, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to such stop orders will be made the subject of claim for extension of time or for excess costs or damages by the Contractor.

#### SAMPLE FORMS

Sample QC forms follow this page.



(Sample of typical Contractor Quality Control Report)

CONTRACTOR'S NAME  
(Address)

DAILY CONSTRUCTION QUALITY CONTROL REPORT

Date: \_\_\_\_\_ Report No. \_\_\_\_\_

Contract  
No.: \_\_\_\_\_

Description and Location of work:  
\_\_\_\_\_  
\_\_\_\_\_

WEATHER: (Clear) (P. Cloudy) (Cloudy);  
Temperature: \_\_\_\_\_ Min. \_\_\_\_\_ Max;  
Rainfall \_\_\_\_\_ inches.

Contractor/Subcontractors and Area of Responsibility with Labor Count for  
Each

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_
- d. \_\_\_\_\_

Equipment Data: (Indicate items of construction equipment, other than hand  
tools, at the job site, and whether or not used.)  
\_\_\_\_\_  
\_\_\_\_\_

1. Work Performed Today: (Indicate location and description of work  
performed. Refer to work performed by prime and/or subcontractors by letter  
in Table above. If no work is performed, report the reason.)  
\_\_\_\_\_  
\_\_\_\_\_

2. Results of Surveillance: (Include satisfactory work completed, or deficiencies with action to be taken.)

a. Preparatory Inspection:

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b. Initial Inspection:

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c. Follow-up Inspections:

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3. Test Required by Plans and/or Specifications performed and Results of Tests:

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4. Verbal Instructions Received: (List any instructions given by Government personnel on construction deficiencies, retesting required, etc., with action to be taken.)

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5. Remarks: (Cover any conflicts in plans, specifications, or instructions or any delay to the job.)

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6. Results of Safety Inspection: (Include safety violations and corrective actions taken.)

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Contractor's Inspector

Page 1

CONTRACTOR'S VERIFICATION: The above report is complete and correct and all material and equipment used and work performed during this reporting period are in compliance with the contract plans and specifications except as noted above.

---

Contractor's Chief of Quality Control

NOTE:  
DO NOT LEAVE REPORT ITEMS BLANK

Items 1. through 6. must be reported every day. If there is no other report on an item, enter the work "none" in the reporting space. Reports with items left blank will be returned as incomplete.

Page 2

PREPARATORY PHASE CHECKLIST

Contract No. \_\_\_\_\_ Date: \_\_\_\_\_

Definable Feature: \_\_\_\_\_ Spec Section: \_\_\_\_\_

Gov't Rep Notified \_\_\_\_\_ Hours in Advance Yes \_\_\_\_\_ No \_\_\_\_\_

I. Personnel Present:

	Name	Position	Company/Government
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

(List additional personnel on reverse side)

II. Submittals

1. Review submittals and/or submittal log 4288.  
Have all submittals been approved? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, what items have not been submitted?

a. \_\_\_\_\_  
b. \_\_\_\_\_  
c. \_\_\_\_\_  
\_\_\_\_\_

PPC Page 1

2. Are all materials on hand? Yes \_\_\_\_\_ No \_\_\_\_\_

If no, what items are missing?

a. \_\_\_\_\_

b. \_\_\_\_\_

c. \_\_\_\_\_

3. Check approved submittals against delivered materials. (This should be done as material arrives.)

Comments \_\_\_\_\_

\_\_\_\_\_

### III. Material storage

Are materials stored properly? Yes \_\_\_\_\_ No \_\_\_\_\_

If No, what action is taken? \_\_\_\_\_

\_\_\_\_\_

### IV. Specifications

1. Review each paragraph of specifications.

\_\_\_\_\_

2. Discuss procedure for accomplishing the work.

\_\_\_\_\_

3. Clarify any differences.

\_\_\_\_\_

### V. Preliminary Work and Permits

Ensure preliminary work is correct and permits are on file.

If not, what action is taken? \_\_\_\_\_

VI. Testing

1. Identify test to be performed, frequency, and by whom.

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2. When required?

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3. Where required?

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4. Reviewing Testing Plan.

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5. Have test facilities been approved?

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VII. Safety

1. Review applicable portion.

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2. Activity Hazard Analysis approved? Yes \_\_\_\_\_ No \_\_\_\_\_

VIII. Comments during meeting.

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INITIAL PHASE CHECKLIST

Contract No. \_\_\_\_\_

Date: \_\_\_\_\_

Definable Feature: \_\_\_\_\_

Gov't Rep Notified \_\_\_\_\_ Hours in Advance Yes \_\_\_\_\_ No \_\_\_\_\_

I. Personnel Present:

	Name	Position	Company/Government
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

(List additional personnel on reverse side)

IC Page 1

II.

Identify full compliance with procedures identified at preparatory. Coordinate plans, specifications, and submittals.

Comments

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III. Preliminary Work. Ensure preliminary work is complete and correct. If not, what action is taken?

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IV. Establish Level of Workmanship.

1. Where is work located? \_\_\_\_\_

2. Is a sample panel required? Yes \_\_\_\_\_ No \_\_\_\_\_

3. Will the initial work be considered as a sample?

Yes \_\_\_\_\_ No \_\_\_\_\_

(If yes, maintain in present condition as long as possible.)

V. Resolve any differences.

Comments

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## VI. Check Safety

Review job conditions using job hazard analysis.

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CQC REP

IC Page 3

PIPING SYSTEM TEST REPORT

STRUCTURE OR BUILDING \_\_\_\_\_

CONTRACT NO. \_\_\_\_\_

DESCRIPTION OF SYSTEM OR PART OF SYSTEM TESTED: \_\_\_\_\_

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DESCRIPTION OF TEST: \_\_\_\_\_

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NAME AND TITLE OF PERSON IN CHARGE OF PERFORMING TESTS FOR CONTRACTOR:

NAME \_\_\_\_\_

TITLE \_\_\_\_\_

SIGNATURE \_\_\_\_\_

I HEREBY CERTIFY THAT THE ABOVE DESCRIBED SYSTEM HAS BEEN TESTED AS

INDICATED ABOVE AND FOUND TO BE ENTIRELY SATISFACTORY AS REQUIRED IN  
THE CONTRACT SPECIFICATIONS.

SIGNATURE OF INSPECTOR \_\_\_\_\_

DATE \_\_\_\_\_

REMARKS: \_\_\_\_\_

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CONTRACTOR'S INSPECTOR ROOFING CHECK LIST AND TEST REPORT  
(For each day of roofing operations)

Date \_\_\_\_\_

Weather \_\_\_\_\_

Contract No. \_\_\_\_\_

All data required to be taken from labels on container:

1. Type of bitumen used with underlayment or insulation and area covered \_\_\_\_\_

2. Type of bitumen used with base sheet and area covered \_\_\_\_\_

3. Type of bitumen used for mopping 4-plies \_\_\_\_\_

4. Type of bitumen used for flood coat or surfacing gravel \_\_\_\_\_

5. Type of thickness of insulation or underlayment used \_\_\_\_\_

6. Type of base sheet used \_\_\_\_\_

7. Type of felt used \_\_\_\_\_

8. Source of surface gravel and condition, wet, dry, clean \_\_\_\_\_

9. Roofing sample(s), location and weight \_\_\_\_\_

10. Bitumen sample furnished to the Government, quantity and type \_\_\_\_\_

11. Bitumen temperature checks, type of asphalt, time taken, maximum  
temperature specified \_\_\_\_\_

12. Are brooms being used? Yes \_\_\_\_\_ No \_\_\_\_\_

13. Bituminous cement used, type and usage \_\_\_\_\_

14. Area covered \_\_\_\_\_

Contractor's Approved Authorized  
Representative

Quality Control Inspector

Roofing Checklist Page 1

## OPERATION AND MAINTENANCE INSTRUCTIONS

DESCRIPTION

## LOCATION

Operation and maintenance instructions were conducted for \_\_\_\_\_  
(Type of Equipment)

\_\_\_\_ required by section \_\_\_\_\_, paragraph \_\_\_\_\_  
on \_\_\_\_\_.  
(Date)

The following personnel were present:

Instructions were given by \_\_\_\_\_  
(Contractor's Representative)

The personnel identified herein by their signatures certify that they have been instructed in the operation and maintenance of the above-mentioned equipment.

O&M Page 1

## COMPACTION EQUIPMENT RECORD

Project: \_\_\_\_\_

Contract No.: \_\_\_\_\_

\*Rubber-tired roller

- a. Make and model:
- b. Type:
- c. Tires:
  - (1) Number:
  - (2) Spacing:
  - (3) Size:
  - (4) Ply rating:
  - (5) Tire air pressure:
  - (6) Load per tire:
- d. Roller width:
  - (1) Rolling width:
  - (2) Overall width:
- e. Weight:
  - (1) Empty:
  - (2) Loaded:
  - (3) Ballast:
- f. Speed during compaction:
  - (1) Specified:
  - (2) Actual:

\*Tamping roller

- a. Make and model:
- b. Type:
- c. Drums:
  - (1)
  - (2) Diameter:
  - (3) Length:

d. Tamping Feet:

- (1) Base area:
- (2) Shape:
- (3) Length:
- (4) Number per drum:
- (5) Number per row:
- (6) Number per rows:

e. Weight and ballast:

- (1) Empty:
- (2) Ballast:
- (3) Ballast weight:

f. Foot pressure:

g. Type of cleaners and frame:

- (1) Cleaners:
- (2) Frame:

h. Speed during compaction:

- (1) Specified:
- (2) Actual:

Submitted by: \_\_\_\_\_

\*Note: This form shall be completed in typewritten form for each different type of equipment and submitted along with the manufacturer's information and the Contractor's certification of compliance with the specifications.

CER Page 1

-- End of Section --

SECTION 01 45 00.10 10

QUALITY CONTROL SYSTEM (QCS)

PART 1 GENERAL

1.1.1 Correspondence and Electronic Communications

For ease and speed of communications, both Government and Contractor will, to the maximum extent feasible, exchange correspondence and other documents in electronic format. Correspondence, pay requests and other documents comprising the official contract record will also be provided in paper format, with signatures and dates where necessary. Paper documents will govern, in the event of discrepancy with the electronic version.

1.1.2 Other Factors

Particular attention is directed to Contract Clause, "Schedules for Construction Contracts", Contract Clause, "Payments", Section 01 32 01.00 10 PROJECT SCHEDULE, Section 01 33 00 SUBMITTAL PROCEDURES, and Section 01 45 00.00 10 QUALITY CONTROL, which have a direct relationship to the reporting to be accomplished through QCS. Also, there is no separate payment for establishing and maintaining the QCS database; all costs associated therewith will be included in the contract pricing for the work.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section -

SECTION 01 50 00

TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS

PART 1 GENERAL

1.1 SUMMARY

Requirements of this Section apply to, and are a component of, each section of the specifications.

1.2 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

AMERICAN WATER WORKS ASSOCIATION (AWWA)

AWWA C511 (2007) Standard for Reduced-Pressure Principle Backflow Prevention Assembly

FOUNDATION FOR CROSS-CONNECTION CONTROL AND HYDRAULIC RESEARCH (FCCCHR)

FCCCHR List (continuously updated) List of Approved Backflow Prevention Assemblies

FCCCHR Manual (10th Edition) Manual of Cross-Connection Control

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 241 (2013) Standard for Safeguarding Construction, Alteration, and Demolition Operations

NFPA 70 (2017) National Electrical Code

U.S. FEDERAL AVIATION ADMINISTRATION (FAA)

FAA AC 70/7460-1 (2007; Rev K) Obstruction Marking and Lighting

U.S. FEDERAL HIGHWAY ADMINISTRATION (FHWA)

MUTCD (2009) Manual of Uniform Traffic Control Devices

1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submitted the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Construction site plan; G

Traffic control plan; G

SD-06 Test Reports

Backflow Preventer Tests; G

SD-07 Certificates

Backflow Tester Certification; G

Backflow Preventers Certificate of Full Approval

#### 1.4 CONSTRUCTION SITE PLAN

Prior to the start of work, submit a site plan showing the locations and dimensions of temporary facilities (including layouts and details, equipment and material storage area (onsite and offsite), and access and haul routes, avenues of ingress/egress to the fenced area and details of the fence installation. Identify any areas which may have to be graveled to prevent the tracking of mud. Indicate if the use of a supplemental or other staging area is desired. Show locations of safety and construction fences, site trailers, construction entrances, trash dumpsters, temporary sanitary facilities, and worker parking areas.

#### 1.5 BACKFLOW PREVENTERS CERTIFICATE

Certificate of Full Approval from FCCCHR List, University of Southern California, attesting that the design, size and make of each backflow preventer has satisfactorily passed the complete sequence of performance testing and evaluation for the respective level of approval. Certificate of Provisional Approval will not be acceptable.

##### 1.5.1 Backflow Tester Certificate

Prior to testing, submit to the Contracting Officer certification issued by the State or local regulatory agency attesting that the backflow tester has successfully completed a certification course sponsored by the regulatory agency. Tester must not be affiliated with any company participating in any other phase of this Contract.

##### 1.5.2 Backflow Prevention Training Certificate

Submit a certificate recognized by the State or local authority that states the Contractor has completed at least 10 hours of training in backflow preventer installations. The certificate must be current.

### PART 2 PRODUCTS

#### 2.1 TEMPORARY SIGNAGE

##### 2.1.1 Bulletin Board

Immediately upon beginning of work, provide a weatherproof glass-covered bulletin board not less than 36 by 48 inches in size for displaying the Equal Employment Opportunity poster, a copy of the wage decision contained in the contract, Wage Rate Information poster, and other information approved by the Contracting Officer. Locate the bulletin board at the project site in a conspicuous place easily accessible to all employees, as approved by the Contracting Officer. Display legible copies of the aforementioned data until work under the contract is complete. Upon completion of work under this contract, remove the bulletin board; it remains the property of the Contractor.

### 2.1.2 Project and Safety Signs

The requirements for the signs, their content, and location are as specified in Section 01 58 00 PROJECT IDENTIFICATION. Erect signs within 15 days after receipt of the notice to proceed. Correct the data required by the safety sign daily, with light colored metallic or non-metallic numerals.

Furnish and apply a decal of the Corps of Engineer's Castle and one for the user agency's shield. Stencils may be used in lieu of decals provided the dimensions are the same. Apply a thin coat of clear spar varnish to decals after application. If stencils are used, paint the Corps' castle with approved white and red colors and the Using Agency's shield with approved colors. Use semigloss, exterior type enamel or latex paint.

Upon completion of work under this contract, the project sign shall be removed from the job site and remain the property of the Contractor.

## 2.2 TEMPORARY TRAFFIC CONTROL

### 2.2.1 Haul Roads

At contractors expense construct access and haul roads necessary for proper prosecution of the work under this contract. Construct with suitable grades and widths; sharp curves, blind corners, and dangerous cross traffic are to be avoided. Provide necessary lighting, signs, barricades, and distinctive markings for the safe movement of traffic. The method of dust control, although optional, must be adequate to ensure safe operation at all times. Location, grade, width, and alignment of construction and hauling roads are subject to approval by the Contracting Officer. Lighting must be adequate to assure full and clear visibility for full width of haul road and work areas during any night work operations.

### 2.2.2 Barricades

Erect and maintain temporary barricades to limit public access to hazardous areas. Whenever safe public access to paved areas such as roads, parking areas or sidewalks is prevented by construction activities or as otherwise necessary to ensure the safety of both pedestrian and vehicular traffic barricades will be required. Securely place barricades clearly visible with adequate illumination to provide sufficient visual warning of the hazard during both day and night.

**Temporary Safety Fencing:** Furnish and erect safety fencing at temporary hazards and work site areas considered to be hazardous to the public. The safety fencing shall be a high visibility orange colored, high density polyethylene grid or approved equal, a minimum of 42 inches high, supported and tightly secured to steel posts located on maximum 10 foot centers, constructed at the approved location. The safety fencing shall be maintained by the Contractor during the life of the hazard and, upon completion and acceptance of the work, shall become the property of the Contractor and shall be removed from the work site.

### 2.2.3 Fencing

- a. Provide fencing along the construction site at all open excavations and tunnels to control access by unauthorized people. Fencing must be installed to be able to restrain a force of at least 250 pounds against it.

### 2.2.4 Temporary Wiring

Provide temporary wiring in accordance with NFPA 241 and NFPA 70, Article 305-6(b), Assured Equipment Grounding Conductor Program. Include frequent inspection of all equipment and apparatus.

## 2.2.5 Backflow Preventers

Reduced pressure principle type conforming to the applicable requirements AWWA C511. Provide backflow preventers complete with 150 pound flanged, brass mounted gate valve and strainer, 304 stainless steel or bronze, internal parts. The particular make, model/design, and size of backflow preventers to be installed must be included in the latest edition of the List of Approved Backflow Prevention Assemblies issued by the FCCCHR List and be accompanied by a Certificate of Full Approval from FCCCHR List. After installation conduct Backflow Preventer Tests and provide test reports verifying that the installation meets the FCCCHR Manual Standards.

# PART 3 EXECUTION

## 3.1 EMPLOYEE PARKING

Contractor employees will park privately owned vehicles in an area designated by the Contracting Officer. This area will be within reasonable walking distance of the construction site. Contractor employee parking must not interfere with existing and established parking requirements of the government installation.

## 3.2 AVAILABILITY AND USE OF UTILITY SERVICES

### 3.2.1 Temporary Utilities

Provide temporary utilities required for construction. Materials may be new or used, must be adequate for the required usage, not create unsafe conditions, and not violate applicable codes and standards.

### 3.2.2 Payment for Utility Services

Potable water, waste water, gas, and electricity are no longer Government-owned and operated systems; have been privatized and are 3rd party owned. The utility providers are:

Water and Waste Water: Fort Bliss Water Services Company  
Building 1320, Doniphan Road  
P.O. Box 6430  
Fort Bliss, Texas 79916  
(915) 569-5359  
contactus@fbws.asusinc.com

Sewer: National O & M Inc.  
Building 1318  
P.O. Box 21187  
Roanoke, VA 24018  
(540) 345-9200

Gas: Texas Gas Service  
4700 Pollard Street  
El Paso, TX 79930-6806  
(915) 680-7218

Electricity: Rio Grande Electric Cooperative, Inc.  
P.O. Box 1509  
Brackettville, TX 78832  
(830) 563-2444

NEC (Network Enterprise Center)  
58 Doniphan Road  
Fort Bliss, TX 79916-6812  
(915) 568-5594

a) For construction utilities payment arrangements on the utilities consumed shall be made through the DPW Energy Office, POC Ms. Luisa Lopez ([luisa.1.lopez.civ@mail.mil](mailto:luisa.1.lopez.civ@mail.mil)) (915) 568-3107 and/or arrangements for use, connection, and payment for water, gas, and electrical utilities with the local utility companies. Advance deposits for utility connections may be required.

(1) The Contractor shall acquire all utility services as shown on the plans without additional expense to the Government. The Contractor is responsible for all connection charges, permits, inspection charges, and relocation charges associated with any and all utility services and shall include the costs thereof in the contract price.

(2) Coordinate extensions and connections to utilities beyond the buildings' five-foot lines or locations shown on the drawings with the utility provider(s) and the Contracting Officer Representative.

(3) Contractor shall provide all metering devices (per Fort Bliss Specification) for trailer and construction project.

a) Meters and Temporary Connections

The Contractor, at its expense and in a manner satisfactory to the Contracting Officer, shall provide and maintain necessary temporary connections, distribution lines, and meter bases required to measure the amount of each utility used for the purpose of determining charges. The Contractor shall notify the Contracting Officer, in writing, 5 working days before utility (gas, water, sewer, electricity) connection is desired so that a utilities contract can be established. The Contractor will provide a meter and make the final hot connection after inspection and approval of the Contractor's temporary wiring installation. Sewage usage is based on water usage and does not require a meter.

b) Advance Deposit

An advance deposit for utilities consisting of an estimated month's usage or a minimum of \$50.00 will be required. The last monthly bills for the fiscal year will normally be offset by the deposit and adjustments will be billed or returned as appropriate. Services to be rendered for the next fiscal year, beginning 1 October, will require a new deposit. Notification of the due date for this deposit will be mailed to the Contractor prior to the end of the current fiscal year.

c) Final Meter Reading

Before completion of the work and final acceptance of the work by the Government, the Contractor shall notify the Contracting Officer, in writing, 5 working days before termination is desired. The Government will take a final meter reading; and thereafter, the Contractor shall disconnect service, and remove the meters. The Contractor shall also remove all the temporary distribution lines,

meter bases, and associated paraphernalia. The Contractor shall pay all outstanding utility bills before final acceptance of the work by the Government.

d) Utility Connection Fees

The Contractor shall acquire all utility services as shown on the plans without additional expense to the Government. The Contractor shall be responsible for all connection charges, permits, inspection charges, and relocation charges associated with any and all utility services and shall include the costs thereof in the contract price.

3.2.3 Sanitation

a. Provide and maintain within the construction area minimum field-type sanitary facilities approved by the Contracting Officer and periodically empty wastes into a municipal, district, or station sanitary sewage system, or remove waste to a commercial facility. Obtain approval from the system owner prior to discharge into any municipal, district, or commercial sanitary sewer system. Any penalties and / or fines associated with improper discharge will be the responsibility of the Contractor. Coordinate with the Contracting Officer and follow station regulations and procedures when discharging into the station sanitary sewer system. Maintain these conveniences at all times without nuisance. Include provisions for pest control and elimination of odors. Government toilet facilities will not be available to Contractor's personnel.

3.2.4 Telephone

Make arrangements and pay all costs for telephone facilities desired.

3.2.5 Obstruction Lighting of Cranes

Provide a minimum of 2 aviation red or high intensity white obstruction lights on temporary structures (including cranes) over 100 feet above ground level. Light construction and installation must comply with FAA AC 70/7460-1. Lights must be operational during periods of reduced visibility, darkness, and as directed by the Contracting Officer.

3.2.6 Fire Protection

Provide temporary fire protection equipment for the protection of personnel and property during construction. Remove debris and flammable materials daily to minimize potential hazards.

3.3 TRAFFIC PROVISIONS

3.3.1 Maintenance of Traffic

a. Conduct operations in a manner that will not close any thoroughfare or interfere in any way with traffic on railways or highways except with written permission of the Contracting Officer at least 15 calendar days prior to the proposed modification date, and provide a Traffic Control Plan detailing the proposed controls to traffic movement for approval. The plan must be in accordance with State and local regulations and the MUTCD, Part VI. Make all notifications and obtain any permits required for modification to traffic movements outside Station's jurisdiction.. Contractor may move oversized and slow-moving vehicles to the worksite provided requirements of the highway authority have been met.

- b. Conduct work so as to minimize obstruction of traffic, and maintain traffic on at least half of the roadway width at all times. Obtain approval from the Contracting Officer prior to starting any activity that will obstruct traffic.
- c. Provide, erect, and maintain, at contractors expense, lights, barriers, signals, passageways, detours, and other items, that may be required by the Life Safety Signage, overhead protection authority having jurisdiction.

### 3.3.2 Protection of Traffic

Maintain and protect traffic on all affected roads during the construction period except as otherwise specifically directed by the Contracting Officer. Measures for the protection and diversion of traffic, including the provision of watchmen and flagmen, erection of barricades, placing of lights around and in front of equipment the work, and the erection and maintenance of adequate warning, danger, and direction signs, will be as required by the State and local authorities having jurisdiction. Protect the traveling public from damage to person and property. Minimize the interference with public traffic on roads selected for hauling material to and from the site. Investigate the adequacy of existing roads and their allowable load limit. Contractor is responsible for the repair of any damage to roads caused by construction operations.

### 3.3.3 Rush Hour Restrictions

Do not interfere with the peak traffic flows preceding and during normal operations without notification to and approval by the Contracting Officer.

### 3.3.4 Dust Control

Dust control methods and procedures must be approved by the Contracting Officer. Treat dust abatement on access roads with applications of calcium chloride, water sprinklers, or similar methods or treatment.

## 3.4 CONTRACTOR'S TEMPORARY FACILITIES

### 3.4.1 Safety

Protect the integrity of any installed safety systems or personnel safety devices. If entrance into systems serving safety devices is required, the Contractor must obtain prior approval from the Contracting Officer. If it is temporarily necessary to remove or disable personnel safety devices in order to accomplish contract requirements, provide alternative means of protection prior to removing or disabling any permanently installed safety devices or equipment and obtain approval from the Contracting Officer.

### 3.4.2 Administrative Field Offices

See JOC Task Order for any requirements for Administrative Field Offices and Site Facilities.

### 3.4.3 Security Provisions

Provide adequate outside security lighting at the Contractor's temporary facilities. The Contractor will be responsible for the security of its own equipment; in addition, the Contractor will notify the appropriate law enforcement agency requesting periodic security checks of the temporary project field office.

### 3.4.4 Weather Protection of Temporary Facilities and Stored Materials

Take necessary precautions to ensure that roof openings and other critical openings in the building are monitored carefully. Take immediate actions required to seal off such openings when rain or other detrimental weather is imminent, and at the end of each workday. Ensure that the openings are completely sealed off to protect materials and equipment in the building from damage.

#### 3.4.9.1 Building and Site Storm Protection

When a warning of gale force winds is issued, take precautions to minimize danger to persons, and protect the work and nearby Government property. Precautions must include, but are not limited to, closing openings; removing loose materials, tools and equipment from exposed locations; and removing or securing scaffolding and other temporary work. Close openings in the work when storms of lesser intensity pose a threat to the work or any nearby Government property.

### 3.5 TEMPORARY PROJECT SAFETY FENCING

As soon as practicable, but not later than 15 days after the date established for commencement of work, furnish and erect temporary project safety fencing around the construction site. The safety fencing shall be a 9 ga. chain link fencing, a minimum of 72 inches high, supported and tightly secured to steel posts located on maximum 10 foot centers, constructed at the approved location. Maintain the safety fencing during the life of the contract and, upon completion and acceptance of the work, will become the property of the Contractor and be removed from the work site.

### 3.6 CLEANUP

Remove construction debris, waste materials, packaging material and the like from the work site daily. Any dirt or mud which is tracked onto paved or surfaced roadways must be cleaned away. Store within the fenced area described above or at the supplemental storage area any materials resulting from demolition activities which are salvageable. Neatly stacked stored materials not in trailers, whether new or salvaged.

### 3.7 RESTORATION OF STORAGE AREA

Upon completion of the project remove the bulletinboard, signs, barricades, haulroads, and any other temporary products from the site. After removal of trailers, materials, and equipment from within the fenced area, remove the fence that will become the property of the Contractor. Restore to the original or better condition, areas used by the Contractor for the storage of equipment or material, or other use. Gravel used to traverse grassed areas must be removed and the area restored to its original condition, including top soil and seeding as necessary.

-- End of Section --

SECTION 01 56 00.00 44

DUST CONTROL

PART 1 GENERAL

1.1 SUMMARY

The work covered by this section consists of furnishing all labor, materials and equipment and performing all work required for the control and prevention of fugitive dust during and as the result of construction operations under this contract except for those measures set forth in other Technical Provisions of these specifications. For the purpose of this specification, fugitive dust entails the generation of solid particles by the forces of wind or machinery acting upon exposed materials. Provisions of this specification shall prevent fugitive dust from adversely affecting human health or welfare; unfavorably altering ecological balances of importance to human life; affecting other species of importance to man; or degrading the utility of the environment for aesthetic and recreational purposes. Dust Control is a requirement in the EPA and state pollutant discharge elimination system or permit for discharging storm water during construction.

1.2 REFERENCES

The publications listed below form a part of this section to the extent referenced. The publications are referenced in the text by basic designation only.

CORPS OF ENGINEERS (COE)

EM 385-1-1 (Latest Version) Safety and Health Requirements Manual

1.3 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Dust Control; G.  
Products and Procedures; G

Prior to commencement of the work, submit in writing a proposal to the Contracting Officer for implementing the provisions of this section for fugitive dust control. Address the plans, and the products to be used, to prevent and control fugitive dust through specific mitigative and preventative measures. The effectiveness of the dust control program shall be periodically checked and reviewed. Revisions to the dust control plan shall be submitted to the Contracting Officer as changes are necessary during the duration of this contract.

Safety Data Sheet; G.

- Safety Data Sheets include those for soil stabilization products.

Sandblasting; G.

SD-02 Shop Drawings

Recordkeeping; G.

- Maintain and furnish records in accordance with PART 1 paragraph RECORDKEEPING.

#### 1.4 IMPLEMENTATION MEETING

Prior to commencement of the work the Contractor shall meet with representatives of the Contracting Officer to develop mutual understandings relative to compliance with these provisions and administration of the dust control program in accordance with Section 01 31 00.00 44 PROJECT MEETINGS.

#### 1.5 APPLICABLE REGULATIONS

In order to prevent and to provide control of pollution arising from the construction activities of the Contractor and his subcontractors in the performance of this contract, all applicable Federal, State, and local laws and regulations concerning environmental pollution control and abatement, and all applicable provisions of the COE EM 385-1-1 as well as the specific requirements stated in this section and elsewhere in the contract specifications. Compliance with the provisions of this section by subcontractors will be the responsibility of the Contractor.

#### 1.6 NOTIFICATION OF NON-COMPLIANCE

The Contracting Officer will notify the Contractor in writing of any observed non-compliance with the foregoing provisions. The Contractor shall, after receipt of such notice, immediately take corrective action. Such notice, when delivered to the Contractor or his authorized representative at the site of the work, shall be deemed sufficient for the purpose. If the Contractor fails or refuses to promptly take corrective action, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to any such stop orders shall be made the subject of a claim for extension of time or for excess costs or damages by the Contractor unless it was later determined that the Contractor was in compliance.

#### 1.7 RECORDKEEPING

The Contractor shall, at a minimum, maintain records indicating dust control measures taken. Information provided shall be sufficient to answer any questions regarding control methods utilized, products used, application rates, inspections performed. Additional information to be recorded, but not limited to reporting, includes treated area, operator, date and time of treatment, meteorological conditions and inspection and monitoring reports. Records shall be submitted every 30 days to the Contracting Officer.

### PART 2 PRODUCTS

#### 2.1 PRODUCTS AND PROCEDURES

Products and procedures used in controlling particulates and dust shall be in accordance with the Contractor's Environmental Protection Plan and the dust control plan required by this Section. Safety Data Sheets for soil

binders for use in dust control shall be approved prior to application. Soil binders containing carcinogenic substances (e.g. acrylamides) are prohibited.

Use of chemical treatments or other manufactured hydro-colloid polymers (products such as DirtGlue Light or SOIL SEGMENT), prior approval by the Fort Bliss DPW Environmental Division is required and shall be obtained by submitting a written request to the Contracting Officer.

## PART 3 EXECUTION

### 3.1 DUST CONTROL

Control techniques for fugitive dust sources shall involve watering. For arid regions and dusty work areas, dust control shall include water application with soil binders that is environmental sustainable and non-toxic. The methods utilized shall be cost effective, water conservation, and appropriate for the size and scope of the fugitive dust source. Methods and controls shall not have an adverse effects on plant and animal life, ecosystem, and facility air intakes, or contaminate the treated material.

Repeat methods at such intervals as to keep all parts of the disturbed area(s) treated at all times. Have sufficient competent equipment on the job to accomplish control techniques. Products shall provide a method to reduce dust-related environmental concerns and aid in complying with applicable regulations.

Products shall not in any form produce any adverse environmental effects through their use and shall provide an effective, clean, safe control of airborne dust and protection against soil erosion.

#### 3.1.1 Preventative Techniques

The reduction of source extent, the incorporation of process modifications, or adjusted work practices, which reduce the amount of dust-generation, are preventative techniques for the control of fugitive dust emissions. These techniques include the elimination of mud and dirt carry-out onto paved roads at construction sites.

#### 3.1.2 Mitigative Techniques

Mitigative measures entail the periodic removal of dust-producing material. Examples of mitigative control measures include clean-up of spillage on paved or unpaved travel surfaces and clean-up of material spillage at transfer points.

## 3.2 MATERIALS HANDLING

The Contractor shall take the following minimum precautions to limit fugitive dust emissions from material handling and transportation to achieve control of dust emissions to the extent practicable:

### a. Stockpiles

Apply water with an approved soil binder. Other alternatives include laydown top soil with organic matters that are removed from the disturbed area or placing a compounded fiber erosion control blanket to cover material stockpiles and other surfaces which can create airborne dust. BMP perimeter controls around the stockpile shall be placed at least 10 feet away from the toe of stockpiled material.

### b. Transportation

At a minimum, complete covering, maintain a minimum 12 inch free-board space, and moistening of materials hauled from the construction site. Open truck beds, since they create airborne particulate matter, are prohibited. Additional application of water with approved soil binder shall be required if additional controls are considered necessary by the Contracting Officer.

c. Off-Site Tracking

Perform dust control as the work proceeds to minimize vehicle off-site tracking of sediment and generation of dust. Provide every effort, such as temporary paved roadways, to keep vehicles from tracking soils from the construction site. Gravel construction access roadways shall be at least 80 feet long and 30 feet wide for construction sites 5 acres or larger. The access roadway gravel blanket shall be 6-inch minimum in depth with gravel size of 3-inch minimum. Overlay gravel blankets on two layers of 0.015 mm 6-mil thick geotextile fabric or a single layer of 10-mil thick geotextile fabric. Control dust generation by water sprinkling. For water conservation, water may be applied with an approved soil binder.

### 3.3 CONSTRUCTION AND DEMOLITION

Control dust resulting from demolition and construction activities. No person may cause, suffer, allow, or permit a structure, road, street, alley, or parking area to be constructed, altered, repaired, or demolished, or land to be cleared without taking minimum precautions to achieve control of dust emissions.

#### 3.3.1 Demolition

Control the amount of dust resulting from demolition to prevent the spread of dust to occupied portions of the construction site and to avoid creation of a nuisance in the surrounding area. The use of water, oil, or chemical treatment for control of dust in the demolition of structures, in construction operations, in work performed on a road, parking area, or in the clearing of land is required.

#### 3.3.2 Sandblasting

Utilize adequate methods, including enclosure of work areas and debris, to prevent airborne particulate matter during sandblasting of painted and non-painted structures or other similar operations. Blast media and containment systems shall be approved prior to use.

### 3.4 ACCESS ROADS AND PARKING LOTS

No person may cause, suffer, allow, or permit any public, industrial, commercial, or private road, street, or alley to be used without taking precautions to achieve control of dust emissions.

In addition to mitigation and control techniques, the removal of soil or other materials shall be periodically performed by mechanical sweepers or their equivalent. Spot clean dirty roadways and parking lots. These activities shall be performed as deemed necessary. Remove sand which is applied for the specific purpose of snow or ice control as soon as such control is no longer necessary.

#### 3.4.1 Access Roads

The use of temporary asphalt pavement is required for major access roadways at extensive development sites (10 acres or larger) and/or construction periods longer than 3 months. Alternative method of dust control for access roads with uniform gravel cover (and geotextile fabric beneath

gravel cover) is acceptable for site less than 10 acres of total disturbed area, and if construction period is shorter than 3 months.

Site access roads may use uniform gravel cover (with geotextile fabric beneath gravel cover) and water sprinkling with soil binders for dust control.

The use of temporary asphalt or uniform gravel cover, as described above for control of Off-Site Tracking, with wheel wash is an acceptable method of dust control for roads leading to and from areas of construction activity.

### 3.4.2 Parking Lots

Parking surfaces with more than five parking spaces shall be paved. Temporary parking area(s) to be used 30 calendar days or more for the Contractor's equipment or personal vehicles shall be paved with temporary asphalt. Temporary lots used for less than one month may use uniform gravel, if required by Corps Area Office Contracting Officer (AOCO), applying water with approved soil binder may be necessary.

## 3.5 CONTROL STRUCTURES

Activities performed under this Contract shall conform with the specifications described herein along with other technical specifications, particularly Sections 01 57 20.00 10 ENVIRONMENTAL PROTECTION and 01 57 24.01 44 STORM WATER POLLUTION PREVENTION.

If the Contractor proposes to construct temporary structures, he shall submit the proposal for approval at least ten (10) days prior to the scheduled start of such temporary work. Modification of the Contractor's plans shall be made only with the written approval of the Contracting Officer.

## 3.6 MAINTENANCE

During the life of this contract, the Contractor shall maintain all facilities constructed for pollution control under this Contract as long as the operations creating the particular pollutant are being carried out or until the material concerned has become stabilized to the extent that pollution is no longer being created. Re-application of water by sprinkling or approved soil binder with water shall be required when the disturbed areas are not stabilized.

During the construction period the Contractor shall conduct frequent training courses for his maintenance personnel. The curricula shall include methods of dust control, familiarity with pollution standards, and care of controls and measures to prevent and correct fugitive dust pollution.

The Contractor shall furnish daily services for the temporary control measures at the project site and perform any required maintenance as deemed necessary by and to the satisfaction of the Corps AOCO during the entire life of the Contract. Services shall be performed at such a time and in such a manner to least interfere with the operations.

The Contractor's designated Site Inspector shall inspect all pollution prevention measures in accordance with Sections 01 57 24 STORM WATER POLLUTION PREVENTION and 01 57 25.00 44 SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM or at the Contracting Officer's request. Application of soil binder with water is an acceptable temporary stabilization protocol when approved by the Contracting Officer.

-- End of Section --

SECTION 01 57 20.00 10

ENVIRONMENTAL PROTECTION

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. ARMY (DA)

DA AR 200-1 (2007) Environmental Protection and Enhancement

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1 (2014) Safety and Health Requirements Manual

WETLANDS DELINEATION MANUAL (1987) Corps of Engineers Wetlands Delineation Manual

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

33 CFR 328 Definitions of Waters of the United States

40 CFR 150 - 189 Pesticide Programs

40 CFR 260 Hazardous Waste Management System: General

40 CFR 261 Identification and Listing of Hazardous Waste

40 CFR 262 Standards Applicable to Generators of Hazardous Waste

40 CFR 302 Designation, Reportable Quantities, and Notification

40 CFR 355 Emergency Planning and Notification

40 CFR 68 Chemical Accident Prevention Provisions

49 CFR 171 - 178 Hazardous Materials Regulations

1.2 DEFINITIONS

1.2.1 Environmental Pollution and Damage

Environmental pollution and damage is the presence of chemical, physical, or biological elements or agents which adversely affect human health or welfare; unfavorably alter ecological balances of importance to human life; affect other species of importance to humankind; or degrade the environment aesthetically, culturally and/or historically.

1.2.2 Environmental Protection

Environmental protection is the prevention/control of pollution and habitat disruption that may occur to the environment during construction. The control of environmental pollution and damage requires consideration of land, water, and air; biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive material as well as other pollutants.

#### 1.2.3 Contractor Generated Hazardous Waste

Contractor generated hazardous waste means materials that, if abandoned or disposed of, may meet the definition of a hazardous waste. These waste streams would typically consist of material brought on site by the Contractor to execute work, but are not fully consumed during the course of construction. Examples include, but are not limited to, excess paint thinners (i.e. methyl ethyl ketone, toluene etc.), waste thinners, excess paints, excess solvents, waste solvents, and excess pesticides, and contaminated pesticide equipment rinse water. The Contractor is responsible to contain and dispose all brought on-site materials and products by recycling or reuse through manufacturer, local vendors or charitable organizations. Disposal at construction site is prohibited. Disposal to landfill or other disposal facility shall be pre-approved. The Contractor is responsible to provide SDS of all products or construction material brought on-site for review and approval by the DPW-Environmental Office, Hazardous Materials Program Management.

#### 1.2.4 Installation Pest Management Coordinator

Installation Pest Management Coordinator (IPMC) is the individual officially designated by the Installation Commander to oversee the Installation Pest Management Program and the Installation Pest Management Plan.

#### 1.2.5 Project Pesticide Coordinator

The Project Pesticide Coordinator (PPC) is an individual that resides at a Civil Works Project office and that is responsible for oversight of pesticide application on Project grounds.

#### 1.2.6 Land Application for Discharge Water

The term "Land Application" for discharge water implies that the Contractor must discharge water at a rate which allows the water to percolate into the soil. No sheeting action, soil erosion, discharge into storm sewers, discharge into defined drainage areas, or discharge into the "waters of the United States" shall occur. Land Application must be in compliance with all applicable Federal, State, and local laws and regulations. The construction site storm water discharge shall have an EPA or state permit. The Contractor shall routinely assess non-storm water discharge to be in accordance with Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN.

#### 1.2.7 Pesticide

Pesticide is defined as any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest, or intended for use as a plant regulator, defoliant or desiccant.

#### 1.2.8 Pests

The term "pests" means arthropods, birds, rodents, nematodes, fungi, bacteria, viruses, algae, snails, marine borers, snakes, weeds and other

organisms (except for human or animal disease-causing organisms) that adversely affect readiness, military operations, or the well-being of personnel and animals; attack or damage real property, supplies, equipment, or vegetation; or are otherwise undesirable.

#### 1.2.9 Surface Discharge

The term "Surface Discharge" implies that the water is discharged with possible sheeting action and subsequent soil erosion may occur. Waters that are surface discharged may terminate in drainage ditches, storm sewers, creeks, and/or "waters of the United States" and would require a permit to discharge water from the governing agency.

#### 1.2.10 Waters of the United States

All waters which are under the jurisdiction of the Clean Water Act, as defined in 33 CFR 328.

#### 1.2.11 Wetlands

Those areas that are inundated or saturated by surface or ground water at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions. Wetlands generally include swamps, marshes, and bogs. Official determination of whether or not an area is classified as a wetland must be done in accordance with WETLANDS DELINEATION MANUAL.

### 1.3 GENERAL REQUIREMENTS

Minimize environmental pollution and damage that may occur as the result of construction operations. The environmental resources within the project boundaries and those affected outside the limits of permanent work must be protected during the entire duration of this contract. Comply with all applicable environmental Federal, State, and local laws and regulations. Any delays resulting from failure to comply with environmental laws and regulations will be the Contractor's responsibility.

#### 1.4 SUBCONTRACTORS

Ensure compliance with this section by subcontractors.

#### 1.5 PAYMENT

No separate payment will be made for work covered under this section. Payment of fees associated with environmental permits, application, and/or notices obtained by the Contractor (i.e. storm water construction permits, utilities, digging, Texas Department of Health (TDH) Demolition/Renovation Notification Form, occupational safety and health, pre-construction NOI, post construction NOT, Contractor and Government annual permit fees, paint booths, welding, brake and clutch service, oil water separator, fuel storage tank, on-site septic system, licenses and permits required for workers, sub-contractors, and transporters), and payment of all fines/fees for violation or non-compliance with Federal, State, Regional and local laws and regulations, are the Contractor's responsibility. All costs associated with this section must be included in the contract price.

#### 1.6 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in

accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Environmental Protection Plan; G

The environmental protection plan.

Storm Water Pollution Prevention Plan; G

Submit a copy of the Contractor's Pollution Prevention Plan (SWPPP), including both narrative and the EROSION AND SEDIMENT CONTROL drawings, in accordance with Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN.

SD-02 Shop Drawings

Hazardous Substance Reporting; G

Submit a copy of the attached Emergency Planning and Community Right to Know notification and other reports to the Contracting Officer and to the Facility Emergency Coordinator (FEC) as specified in PART 3 paragraph EMERGENCY PLANNING AND COMMUNITY RIGHT-TO-KNOW REQUIREMENTS.

## 1.7 ENVIRONMENTAL PROTECTION PLAN

Prior to commencing construction activities or delivery of materials to the site, submit an Environmental Protection Plan for review and approval by the Contracting Officer. The purpose of the Environmental Protection Plan is to present a comprehensive overview of known or potential environmental issues which the Contractor must address during construction. Issues of concern must be defined within the Environmental Protection Plan as outlined in this section. Address each topic at a level of detail commensurate with the environmental issue and required construction task(s). Topics or issues which are not identified in this section, but are considered necessary, must be identified and discussed after those items formally identified in this section. Prior to submittal of the Environmental Protection Plan, meet with the Contracting Officer for the purpose of discussing the implementation of the initial Environmental Protection Plan; possible subsequent additions and revisions to the plan including any reporting requirements; and methods for administration of the Contractor's Environmental Plans. The Environmental Protection Plan must be current and maintained onsite by the Contractor.

### 1.7.1 Compliance

No requirement in this Section will relieve the Contractor of any applicable Federal, State, and local environmental protection laws and regulations. During Construction, the Contractor will be responsible for identifying, implementing, and submitting for approval any additional requirements to be included in the Environmental Protection Plan.

### 1.7.2 Contents

Include in the environmental protection plan, but not limit it to, the following:

- a. Name(s) of person(s) within the Contractor's organization who is (are) responsible for ensuring adherence to the Environmental Protection Plan.
- b. Name(s) and qualifications of person(s) responsible for manifesting hazardous waste to be removed from the site, if applicable.

- c. Name(s) and qualifications of person(s) responsible for training the Contractor's environmental protection personnel.
- d. Description of the Contractor's environmental protection personnel training program.
- e. An erosion and sediment control plan which identifies the type and location of the erosion and sediment controls to be provided. The plan must include monitoring and reporting requirements to assure that the control measures are in compliance with the erosion and sediment control plan, Federal, State, and local laws and regulations. A Storm Water Pollution Prevention Plan (SWPPP) may be substituted for this plan. Prepare the Storm Water Pollution Plan in accordance with Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN. Include in the plan the name(s) and qualifications of person(s) responsible for monitoring compliance of erosion and sediment control for the duration of the construction until final acceptance by the Contracting Officer representative (COR).
- f. Drawings showing locations of proposed temporary excavations or embankments for haul roads, stream crossings, material storage areas, structures, sanitary facilities, and stockpiles of excess or spoil materials including methods to control runoff and to contain materials on the site.
- g. Traffic control plans including measures to reduce erosion of temporary roadbeds by construction traffic, especially during wet weather. Plan shall include measures to minimize the amount of mud transported onto paved public roads by vehicles or runoff.
- h. Work area plan showing the proposed activity in each portion of the area and identifying the areas of limited use or nonuse. Plan should include measures for marking the limits of use areas including methods for protection of features to be preserved within authorized work areas.
- i. Drawing showing the location of borrow areas. Borrow Pits are not authorized to USACE contracts on Fort Bliss.
- j. Include in the Spill Control plan the procedures, instructions, and reports to be used in the event of an unforeseen spill of a substance regulated by 40 CFR 68, 40 CFR 302, 40 CFR 355, and/or regulated under State or Local laws and regulations. The Spill Control Plan supplements the requirements of EM 385-1-1. Include in this plan, as a minimum:
  - (1) The name of the individual who will report any spills or hazardous substance releases and who will follow up with complete documentation. This individual will immediately notify the Contracting Officer and Facility Fire Department, Facility Response Personnel, and Facility Environmental Office in addition to the legally required Federal, State, and local reporting channels (including the National Response Center 1-800-424-8802) if a reportable quantity is released to the environment. Include in the plan a list of the required reporting channels and telephone numbers.
  - (2) The name and qualifications of the individual who will be responsible for implementing and supervising the containment and cleanup.
  - (3) Training requirements for Contractor's personnel and methods of accomplishing the training.

- (4) A list of materials and equipment to be immediately available at the job site, tailored to cleanup work of the potential hazard(s) identified.
- (5) The names and locations of suppliers of containment materials and locations of additional fuel oil recovery, cleanup, restoration, and material-placement equipment available in case of an unforeseen spill emergency.
- (6) The methods and procedures to be used for expeditious contaminant cleanup.

All spills shall be reported to the Fort Bliss Environmental Division.

- k. A non-hazardous solid waste disposal plan identifying methods and locations for solid waste disposal including clearing debris and schedules for disposal.
  - (1) Identify any subcontractors responsible for the transportation and disposal of solid waste. Submit licenses or permits for solid waste disposal sites that are not a commercial operating facility.
  - (2) Evidence of the disposal facility's acceptance of the solid waste must be attached to this plan during the construction. Attach a copy of each of the Non-hazardous Solid Waste Diversion Reports to the disposal plan. Submit the report for the previous month on the first working day after the first month that non-hazardous solid waste has been disposed and/or diverted).
  - (3) Indicate in the report the total amount of waste generated and total amount of waste diverted in cubic yards or tons along with the percent that was diverted.
  - (4) A recycling and solid waste minimization plan with a list of measures to reduce consumption of energy and natural resources. Detail in the plan the Contractor's actions to comply with and to participate in Federal, State, Regional, and local government sponsored recycling programs to reduce the volume of solid waste at the source. Address the implementation of the Department of the Army requirement for a 50 percent by weight minimum diversion of construction and demolition (C&D) non-hazardous solid waste from landfill disposal or incineration for promoting more efficient use of C&D materials during construction. Discuss in the plan recycling support facilities (i.e. installation recycling, local vendors, reused through charitable organizations, or construction material for new project, etc.) applicable to the site and project. Record the type and weight of recycled or reused material. Segregate recyclable materials such as cardboard and paperboard, light metal, heavy metal or steel containers, paper, glass, and plastic containers. Contact the Installation for special instructions for recycling. Segregate inert material, such as clean fill, rock and concrete, asphalt pavement, sand, sod, and clean masonry and brick, as construction and demolition materials. Some materials may be applicable and reusable as clean fill or base course material if they meet the product specifications and written approvals are obtained from the Contracting Officer. Reference Section 01 74 19 CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT for additional information.
- l. An air pollution control plan detailing provisions to assure that dust, debris, materials, trash, etc., do not become air borne and travel off

the project site. Identify air permits required for a new facility or modification of an existing facility which may emit air contaminants. Obtain permits in accordance with applicable Federal and state regulations for the user. (For Texas: reference Texas Commission on Environmental Quality (TCEQ) Rule 116.111 or exempt facility to 30 TAC Chapter 106.)

- m. A contaminant prevention plan that: identifies potentially hazardous substances to be used on the job site; identifies the intended actions to prevent introduction of such materials into the air, water, or ground; and details provisions for compliance with Federal, State, and local laws and regulations for storage and handling of these materials. In accordance with EM 385-1-1, a copy of the Safety Data Sheets (SDS) and the maximum quantity of each hazardous material to be onsite at any given time must be included in the contaminant prevention plan. Update the plan as new hazardous materials are brought onsite or removed from the site.

Provide a list of construction materials, products, and sources, and Safety Data Sheets (SDS) that will be brought to the job site. Submit the SDS for construction materials and products, such as floor tile, tile mastic, ceiling tile, roofing material, drywall, recycled/recovered materials, fertilizers, pesticides, storm water control structure using compost mulch, paint, joint sealant, grout, and fuel, through the Contracting Officer to the Installation's Environmental Office.

- n. A waste water management plan that identifies the methods and procedures for management and/or discharge of waste waters which are directly derived from construction activities, such as concrete curing water, clean-up water, dewatering of ground water, disinfection water, hydrostatic test water, and water used in flushing of lines. If a settling/retention pond is required, the plan must include the design of the pond including drawings, removal plan, and testing requirements for possible pollutants. If land application will be the method of disposal for the waste water, the plan must include a sketch showing the location for land application along with a description of the pretreatment methods to be implemented. If surface discharge will be the method of disposal, include a copy of the permit and associated documents as an attachment prior to discharging the waste water. If disposal is to a sanitary sewer, the plan must include documentation that the Waste Water Treatment Plant Operator has approved the flow rate, volume, and type of discharge.
- o. A historical, archaeological, cultural resources biological resources and wetlands plan that defines procedures for identifying and protecting historical, archaeological, cultural resources, biological resources and wetlands known to be on the project site: and/or identifies procedures to be followed if historical archaeological, cultural resources, biological resources and wetlands not previously known to be onsite or in the area are discovered during construction. Include in the plan methods to assure the protection of known or discovered resources, identifying lines of communication between Contractor personnel and the Contracting Officer.
- p. Include and update a pesticide treatment plan, as information becomes available. Include in the plan: sequence of treatment, dates, times, locations, pesticide trade name, EPA registration numbers, authorized uses, chemical composition, formulation, original and applied concentration, application rates of active ingredient (i.e. pounds of active ingredient applied), equipment used for application and calibration of equipment. Federal, State, Regional and Local pest management record keeping and reporting requirements as well as any

additional Installation Project Office specific requirements are the Contractor's responsibility in conformance with DA AR 200-1 Chapter 5--Pest Management, Section 5-4 "Program requirements" for data required to be reported to the Installation.

#### 1.7.3 Appendix

Attach to the Environmental Protection Plan, as an appendix, copies of all environmental permits, permit application packages, approvals to construct, notifications, certifications, reports, and termination documents.

#### 1.8 PROTECTION FEATURES

This paragraph supplements the Contract Clause PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS. Prior to start of any onsite construction activities, the Contractor and the Contracting Officer will make a joint condition survey. Immediately following the survey, the Contractor will prepare a brief report including a plan describing the features requiring protection under the provisions of the Contract Clauses, which are not specifically identified on the drawings as environmental features requiring protection along with the condition of trees, shrubs and grassed areas immediately adjacent to the site of work and adjacent to the Contractor's assigned storage area and access route(s), as applicable. This survey report will be signed by both the Contractor and the Contracting Officer upon mutual agreement as to its accuracy and completeness. The Contractor must protect those environmental features included in the survey report and any indicated on the drawings, regardless of interference which their preservation may cause to the work under the contract.

#### 1.9 SPECIAL ENVIRONMENTAL REQUIREMENTS

Comply with the special environmental requirements listed here and attached at the end of this section.

#### 1.10 ENVIRONMENTAL ASSESSMENT OF CONTRACT DEVIATIONS

Any deviations from the drawings, plans and specifications, requested by the Contractor and which may have an environmental impact, will be subject to approval by the Contracting Officer and may require an extended review, processing, and approval time. The Contracting Officer reserves the right to disapprove alternate methods, even if they are more cost effective, if the Contracting Officer determines that the proposed alternate method will have an adverse environmental impact.

#### 1.11 NOTIFICATION

The Contracting Officer will notify the Contractor in writing of any observed noncompliance with Federal, State or local environmental laws or regulations, permits, and other elements of the Contractor's Environmental Protection plan. After receipt of such notice, the Contractor will inform the Contracting Officer of the proposed corrective action and take such action when approved by the Contracting Officer. The Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No time extensions will be granted or equitable adjustments allowed for any such suspensions. This is in addition to any other actions the Contracting Officer may take under the contract, or in accordance with the Federal Acquisition Regulation or Federal Law.

##### 1.11.1 Demolition

The Contractor shall notify EPA (per 40 CFR 61 Subpart M) or the appropriate regulatory agency, or in Texas, the Texas Department of Health, in writing, at least 10 working days prior to commencement of demolition work. The Contractor shall prepare the "Demolition/Renovation Notification Form" and obtain signature of an authorized person from the building (to be demolished) owner's environmental office. The Contractor shall allow at least 10 working days for obtaining signature from the authorized person. The Contractor is responsible to mail the signed notification form by certified mail with return receipt requested. A copy of the signed notification and a copy of the return receipt shall be provided to the Contracting Officer Representative (COR) and the authorized person. In Texas, in compliance with the Texas Asbestos Hazard Protection Rules (TAHPA), Section 295.61, this notification process is necessary prior to demolition of building structures with or without Asbestos Containing Material. The notification form is available on <http://www.tdh.state.tx.us/beh/asbestos/default.HTM>, then click on Notification & Information Section/ Download Demolition/Renovation Forms.

## PART 2 PRODUCTS

NOT USED

## PART 3 EXECUTION

### 3.1 ENVIRONMENTAL PERMITS AND COMMITMENTS

Obtaining and complying with all environmental permits and commitments required by Federal, State, Regional, and local environmental laws and regulations is the Contractor's responsibility.

### 3.2 LAND RESOURCES

Confine all activities to areas defined by the drawings and specifications. Identify any land resources to be preserved within the work area prior to the beginning of any construction. Do not remove, cut, deface, injure, or destroy land resources including trees, shrubs, vines, grasses, topsoil, and land forms without approval, except in areas indicated on the drawings or specified to be cleared. Ropes, cables, or guys will not be fastened to or attached to any trees for anchorage unless specifically authorized. Provide effective protection for land and vegetation resources at all times, as defined in the following subparagraphs. Remove stone, soil, or other materials displaced into un-cleared areas.

#### 3.2.1 Work Area Limits

Mark the areas that need not be disturbed under this contract prior to commencing construction activities. Mark or fence isolated areas within the general work area which are not to be disturbed. Protect monuments and markers before construction operations commence. Where construction operations are to be conducted during darkness, any markers must be visible in the dark. The Contractor's personnel must be knowledgeable of the purpose for marking and/or protecting particular objects.

#### 3.2.2 Landscape

Trees, shrubs, vines, grasses, land forms and other landscape features indicated and defined on the drawings to be preserved must be clearly identified by marking, fencing, or wrapping with boards, or any other approved techniques. Restore landscape features damaged or destroyed during construction operations outside the limits of the approved work area.

#### 3.2.3 Erosion and Sediment Controls

Providing erosion and sediment control measures in accordance with Federal, State, and local laws and regulations is the Contractor's responsibility. The erosion and sediment controls selected and maintained by the Contractor shall be such that water quality standards are not violated as a result of construction activities. The area of bare soil exposed at any one time by construction operations should be kept to a minimum. Construct or install temporary and permanent erosion and sediment control best management practices (BMPs) as specified in Section 01 57 23 TEMPORARY STORM WATER POLLUTION CONTROL. BMPs may include, but not be limited to, vegetation cover, stream bank stabilization, slope stabilization, silt fences, construction of terraces, interceptor channels, sediment traps, inlet and outfall protection, diversion channels, and sedimentation basins. The Contractor's best management practices must also be in accordance with the National Pollutant Discharge, Elimination System (NPDES) Storm Water Pollution Prevention Plan (SWPPP) which may be reviewed at the Environmental Office, and the existing TPDES Industrial Storm Water Permit.

Remove any temporary measures after the area has been stabilized.

#### 3.2.4 Contractor Facilities and Work Areas

Place field offices, staging areas, stockpile storage, and temporary buildings in areas designated on the drawings or as directed by the Contracting Officer. Temporary movement or relocation of Contractor facilities will be made only when approved. Erosion and sediment controls must be provided for onsite borrow and spoil areas to prevent sediment from entering nearby waters. Temporary excavation and embankments for plant and/or work areas must be controlled to protect adjacent areas.

#### 3.2.5 Storm Water Pollution Prevention Plan

The Contractor shall reference Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN for submittal requirements.

### 3.3 WATER RESOURCES

Monitor all water areas affected by construction activities to prevent pollution of surface and ground waters. Do not apply toxic or hazardous chemicals to soil or vegetation unless otherwise indicated. For construction activities immediately adjacent to impaired surface waters, the Contractor must be capable of quantifying sediment or pollutant loading to that surface water when required by State or Federally issued Clean Water Act permits.

#### 3.3.1 Cofferdams, Diversions, and Dewatering Operations

Construction operations for dewatering, removal of cofferdams, tailrace excavation, and tunnel closure will be controlled at all times to maintain compliance with existing State water quality standards and designated uses of the surface water body. Comply with the State of Texas water quality standards and anti-degradation provisions Comply with Clean Water Act, Section 404, Nationwide Permit 14.

#### 3.3.2 Stream Crossings

Stream crossings must allow movement of materials or equipment without violating water pollution control standards of the Federal, State, and local governments. Comply with Clean Water Act, Section 404, Nationwide Permit 14.

#### 3.3.3 Wetlands

DO not enter, disturb, destroy, or allow discharge of contaminants into any wetlands. The protection of wetlands shown on the drawings in accordance with paragraph ENVIRONMENTAL PERMITS AND COMMITMENTS is the Contractor's responsibility. Authorization to enter specific wetlands identified will not relieve the Contractor from any obligation to protect other wetlands within, adjacent to, or in the vicinity of the construction site and associated boundaries.

### 3.4 AIR RESOURCES

Equipment operation, activities, or processes will be in accordance with all Federal and State air emission and performance laws and standards.

#### 3.4.1 Particulates

Dust particles; aerosols and gaseous by-products from construction activities; and processing and preparation of materials, such as from asphaltic batch plants; must be controlled at all times, including weekends, holidays and hours when work is not in progress. Maintain excavations, stockpiles, haul roads, permanent and temporary access roads, plant sites, spoil areas, borrow areas, and other work areas within or outside the project boundaries free from particulates which would cause the Federal, State, and local air pollution standards to be exceeded or which would cause a hazard or a nuisance. Sprinkling, chemical treatment of an approved type, baghouse, scrubbers, electrostatic precipitators or other methods will be permitted to control particulates in the work area. Sprinkling, to be efficient, must be repeated to keep the disturbed area damp at all times. Provide sufficient, competent equipment available to accomplish these tasks. Perform particulate control as the work proceeds and whenever a particulate nuisance or hazard occurs. Comply with all State and local visibility regulations.

##### 3.4.1.1 Dust Control

See Section 01 56 00.00 44 DUST CONTROL for additional requirements.

#### 3.4.2 Odors

Odors from construction activities must be controlled at all times. The odors must be in compliance with State regulations and/or local ordinances and may not constitute a health hazard.

#### 3.4.3 Sound Intrusions

Keep construction activities under surveillance and control to minimize environment damage by noise. Comply with the provisions of the State of Texas rules.

#### 3.4.4 Burning

Burning is prohibited on the Government premises.

### 3.5 CHEMICAL MATERIALS MANAGEMENT AND WASTE DISPOSAL

Disposal of wastes will be as directed below, unless otherwise specified in other sections and/or shown on the drawings.

#### 3.5.1 Solid Wastes

Place solid wastes (excluding clearing debris) in containers which are emptied on a regular schedule. Handling, storage, and disposal must be conducted to prevent contamination. Employ segregation measures so that no hazardous or toxic waste will become co-mingled with solid waste.

Transport solid waste off Government property and dispose of it in compliance with Federal, State, and local requirements for solid waste disposal. A Subtitle D RCRA permitted landfill will be the minimum acceptable offsite solid waste disposal option. Verify that the selected transporters and disposal facilities have the necessary permits and licenses to operate.

### 3.5.2 Chemicals and Chemical Wastes

Dispense chemicals ensuring no spillage to the ground or water. Perform and document periodic inspections of dispensing areas to identify leakage and initiate corrective action. This documentation will be periodically reviewed by the Government. Collect chemical waste in corrosion resistant, compatible containers. Collection drums must be monitored and removed to a staging or storage area when contents are within 6 inches of the top. Wastes will be classified, managed, stored, and disposed of in accordance with Federal, State, and local laws and regulations.

### 3.5.3 Contractor Generated Hazardous Wastes/Excess Hazardous Materials

Hazardous wastes are defined in 40 CFR 261, or are as defined by applicable State and local regulations. Hazardous materials are defined in 49 CFR 171 - 178. At a minimum, manage and store hazardous waste in compliance with 40 CFR 262 (See Section 01 35 10.00 44 SPECIAL PROJECT PROCEDURES FOR FORT BLISS). Take sufficient measures to prevent spillage of hazardous and toxic materials during dispensing. Segregate hazardous waste from other materials and wastes, protect it from the weather by placing it in a safe covered location, and take precautionary measures such as berthing or other appropriate measures against accidental spillage. Storage, describing, packaging, labeling, marking, and placarding of hazardous waste and hazardous material in accordance with 49 CFR 171 - 178, State, and local laws and regulations is the Contractor's responsibility. Transport Contractor generated hazardous waste off Government property within 60 days in accordance with the Environmental Protection Agency and the Department of Transportation laws and regulations. Dispose of hazardous waste in compliance with Federal, State and local laws and regulations. Spills of hazardous or toxic materials must be immediately reported to the Contracting Officer and the Facility Environmental Office. Cleanup and cleanup costs due to spills are the Contractor's responsibility. The disposition of Contractor generated hazardous waste and excess hazardous materials are the Contractor's responsibility.

### 3.5.4 Fuel and Lubricants

Storage, fueling and lubrication of equipment and motor vehicles must be conducted in a manner that affords the maximum protection against spill and evaporation. Manage and store fuel, lubricants and oil in accordance with all Federal, State, Regional, and local laws and regulations. Used lubricants and used oil to be discarded must be stored in marked corrosion-resistant containers and recycled or disposed in accordance with 40 CFR 279, State, and local laws and regulations. Storage of fuel on the project site will be in accordance with all Federal, State, and local laws and regulations. If fuel storage tank is on-site, the Contractor shall obtain approval of the installation environmental office, applicable permit from the regulatory agency, and the fuel storage area shall be in compliance with paragraph Best Management Practices, SECTION 01 57 24.01 44 or 01 57 24.02 44 STORM WATER POLLUTION PREVENTION PLAN. The fueling area shall have storm water pollution prevention control and provisions for emergency clean-up.

### 3.5.5 Waste Water

Disposal of waste water will be as specified below.

- a. Waste water from construction activities, such as onsite material processing, concrete curing, foundation and concrete clean-up, water used in concrete trucks, forms, etc. will not be allowed to enter water ways or to be discharged prior to being treated to remove pollutants. Dispose of the construction related waste water off-Government property in accordance with all Federal, State, Regional and Local laws and regulations.
- b. For discharge of ground water, the Contractor will obtain a State or Federal permit specific for pumping and discharging ground water prior to surface discharging.
- c. Water generated from the flushing of lines after disinfection or disinfection in conjunction with hydrostatic testing will be discharged into the sanitary sewer with prior approval and/or notification to the Waste Water Treatment Plant's Operator.

### 3.6 RECYCLING AND WASTE MINIMIZATION

Participate in State and local government sponsored recycling programs. The Contractor shall participate in Army mandated recycling goals.

### 3.7 NON-HAZARDOUS SOLID WASTE DIVERSION REPORT

Maintain an inventory of non-hazardous solid waste diversion and disposal of construction and demolition debris. Submit a report to Installation's Solid Waste Program Office through the Contracting Officer on the first working day after each month, starting the first month that non-hazardous solid waste has been generated. Include the following in the report:

- a. Construction and Demolition (C&D) Debris Disposed = [\_\_\_\_\_] in cubic yards or tons, as appropriate.
- b. Construction and Demolition (C&D) Debris Recycled = [\_\_\_\_\_] in cubic yards or tons, as appropriate.
- c. Total C&D Debris Generated = [\_\_\_\_\_] in cubic yards or tons, as appropriate.
- d. Waste Sent to Waste-To-Energy Incineration Plant (This amount should not be included in the recycled amount) = [\_\_\_\_\_] in cubic yards or tons, as appropriate.

### 3.8 HISTORICAL, ARCHAEOLOGICAL, AND CULTURAL RESOURCES

If during excavation or other construction activities any previously unidentified or unanticipated historical, archaeological, and cultural resources are discovered or found, all activities that may damage or alter such resources will be temporarily suspended. Resources covered by this paragraph include but are not limited to: any human skeletal remains or burials; artifacts; shell, midden, bone, charcoal, or other deposits; rock or coral alignments, pavings, wall, or other constructed features; and any indication of agricultural or other human activities. Upon such discovery or find, immediately notify the Contracting Officer so that the appropriate authorities may be notified and a determination made as to their significance and what, if any, special disposition of the finds should be made. Cease all activities that may result in impact to or the destruction of these resources. Secure the area and prevent employees or other persons from trespassing on, removing, or otherwise disturbing such resources.

### 3.9 BIOLOGICAL RESOURCES

Minimize interference with, disturbance to, and damage to fish, wildlife, and plants including their habitat. The protection of threatened and endangered animal and plant species, including their habitat, is the Contractor's responsibility in accordance with Federal, State, Regional, and local laws and regulations.

### 3.10 INTEGRATED PEST MANAGEMENT

In order to minimize impacts to existing fauna and flora, the Contractor through the Contracting Officer, must coordinate with the Installation Pest Management Coordinator (IPMC) Project Pesticide Coordinator (PPC) at the earliest possible time prior to pesticide application. Discuss integrated pest management strategies with the IPMC and receive concurrence from the IPMC through the COR prior to the application of any pesticide associated with these specifications. Installation Project Office Pest Management personnel will be given the opportunity to be present at all meetings concerning treatment measures for pest or disease control and during application of the pesticide. The use and management of pesticides are regulated under 40 CFR 150 - 189.

#### 3.10.1 Pesticide Delivery and Storage

Deliver pesticides to the site in the original, unopened containers bearing legible labels indicating the EPA registration number and the manufacturer's registered uses. Store pesticides according to manufacturer's instructions and under lock and key when unattended.

#### 3.10.2 Qualifications

For the application of pesticides, use the services of a subcontractor whose principal business is pest control. The subcontractor must be licensed and certified in the state where the work is to be performed.

#### 3.10.3 Pesticide Handling Requirements

Formulate, treat with, and dispose of pesticides and associated containers in accordance with label directions and use the clothing and personal protective equipment specified on the labeling for use during all phases of the application. Furnish Safety Data Sheets (SDS) for all pesticide products.

#### 3.10.4 Application

Apply pesticides using a State Certified Pesticide Applicator in accordance with EPA label restrictions and recommendation. The Certified Applicator must wear clothing and personal protective equipment as specified on the pesticide label. The Contracting Officer will designate locations for water used in formulating. Do not allow the equipment to overflow. All equipment must be inspected for leaks, clogging, wear, or damage and repaired prior to application of pesticide.

### 3.11 PREVIOUSLY USED EQUIPMENT

Clean all previously used construction equipment prior to bringing it onto the project site. Ensure that the equipment is free from soil residuals, egg deposits from plant pests, noxious weeds, and plant seeds. Consult with the USDA jurisdictional office for additional cleaning requirements.

### 3.12 MAINTENANCE OF POLLUTION FACILITIES

Maintain permanent and temporary pollution control facilities and devices  
SECTION 01 57 20.00 10 Page 14

for the duration of the contract or for that length of time construction activities create the particular pollutant.

### 3.12.1 Storm Water Pollution Prevention Plan

For construction sites covered by a General Construction Permit for Storm Water Discharges, the Contractor's quality control organization shall inspect pollution control structures and activities in accordance with the applicable Storm Water Construction General Permit and Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN until final stabilization is achieved. A sample Inspection Report form is included in Section 01 57 25.00 44 SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM. An inspection report for each inspection shall be retained on site by the Contractor. In addition, the Contractor shall furnish a copy of each report to the Contracting Officer.

### 3.13 MILITARY MUNITIONS

In the event military munitions, as defined in 40 CFR 260, are discovered or uncovered, the Contractor will immediately stop work in that area and immediately inform the Contracting Officer.

### 3.14 TRAINING OF CONTRACTOR PERSONNEL

The Contractor's personnel must be trained in all phases of environmental protection and pollution control. Conduct environmental protection/pollution control meetings for all personnel prior to commencing construction activities. Additional meetings must be conducted for new personnel and when site conditions change. Include in the training and meeting agenda: methods of detecting and avoiding pollution; familiarization with statutory and contractual pollution standards; installation and care of devices, vegetative covers, and instruments required for monitoring purposes to ensure adequate and continuous environmental protection/pollution control; anticipated hazardous or toxic chemicals or wastes, and other regulated contaminants; recognition and protection of archaeological sites, artifacts, wetlands, and endangered species and their habitat that are known to be in the area.

### CONTAMINATED MEDIA MANAGEMENT

Manage contaminated environmental media consisting of, but not limited to, ground water, soils, and sediments in accordance with Section. If contamination is the result of negligence of the Contractor during execution of the work in accordance with UFGS Section 02 84 14.00 10 ASBESTOS HAZARD CONTROL ACTIVITIES, UFGS Section 02 82 13.00 20 LEAD IN CONSTRUCTION, and/or UFGS Section 02 84 00.00 44 REMOVAL, RECYCLING AND DISPOSAL OF REGULATED MATERIAL, clean up, notify, keep records, and report in accordance with applicable Federal and state regulations and to the satisfaction of the Contracting Officer.

### 3.15 POST CONSTRUCTION CLEANUP

The Contractor will clean up all areas used for construction in accordance with Contract Clause: "Cleaning Up". Unless otherwise instructed in writing by the Contracting Officer, obliterate all signs of temporary construction facilities such as haul roads, work area, structures, foundations of temporary structures, stockpiles of excess or waste materials, and other vestiges of construction prior to final acceptance of the work. The disturbed area must be graded, filled and the entire area seeded unless otherwise indicated.

Excavation, filling, and plowing of roadways will be required to restore the area to near normal conditions and permit the growth of vegetation

thereon. The disturbed areas shall be graded and filled. Sufficient topsoil shall be spread to provide a minimum depth of 4 inches of suitable soil for the growth of grass. Seed the entire area seeded, and provide a uniform perennial vegetative cover with a density of 70 percent established. Restoration to original contours is not required.

### 3.16 HAZARDOUS SUBSTANCE REPORTING

Comply with the requirements of Sections 301 through 312 of the Emergency Planning and Community Right-to-Know Act (EPCRA), also known as Superfund Amendments and Reauthorization Act (SARA) Title III, as published in 40 CFR Part 355, and with all state regulations and procedures which result from EPCRA and the hazard communication program requirements of EM 385-1-1. The following planning and reporting requirements involve the Contractor's reporting requirements but are not all inclusive; i.e. transport regulations are not addressed. It is the Contractor's responsibility to comply with all Federal, state, and local emergency planning and reporting requirements.

#### 3.16.1 Definitions and Acronyms

##### 3.16.1.1 CERCLA Hazardous Substance (CHS)

A CERCLA Hazardous Substance (CHS) is any substance listed in Section 101(14) of the Comprehensive Environmental Response, Compensation, and Liability Act, also referred to as Superfund; the list of substances also appears in Table 302.4 of 40 CFR 302.

##### 3.16.1.2 Contracting Officer (KO)

For purposes of the Emergency Planning and Community Right-to-Know Act (EPCRA), the Contracting Officer (KO) will be considered the site owner or operator's construction representative.

##### 3.16.1.3 Extremely Hazardous Substance (EHS)

An Extremely Hazardous Substance (EHS) is any substance listed in Appendices A and B of 40 CFR 355.

##### 3.16.1.4 Facility Emergency Coordinator (FEC)

Facility Emergency Coordinator (FEC) is the representative of the facility Owner or Operator. The Contractor shall identify the FEC and notify the FEC as described below each time the Contractor brings a hazardous substance onto the construction site.

##### 3.16.1.5 Hazardous Chemical Substance (HCS)

A Hazardous Chemical Substance (HCS) is any substance defined as hazardous under 29 CFR 1910.1200, with exceptions as listed in 40 CFR 370.2; generally any substance with a Safety Data Sheet (SDS).

##### 3.16.1.6 Reportable Quantity (RQ)

Reportable Quantity (RQ) is a specified minimum amount of a CHS or an EHS which, if released, must be reported immediately to the FEC. The RQ for a CHS is listed in Table 302.4 of 40 CFR 302; the RQ for an EHS is 0.45 kg (1 pound).

##### 3.16.1.7 Threshold Planning Quantity (TPQ)

Threshold Planning Quantity (TPQ) is a specified minimum amount of an EHS which, if brought onto the construction site, must be reported within a

stated time to the FEC. The TPQ for an EHS is listed in Appendices A and B of 40 CFR 355 or is the quantity published in state code, whichever is less.

### 3.16.1.8 Threshold Quantity (TQ)

Threshold Quantity (TQ) is the quantity listed as the Threshold Inventory Quantity for hazardous substances in Title 33 of the Louisiana Administrative Code, Part V, Subpart 2, Chapter 101.

### 3.16.2 Hazardous Substance Reporting

Whenever a HCS or an EHS substance is brought onto the construction site, the Contractor shall submit the attached reporting form to the FEC, the fire department with jurisdiction over the site, and the Contracting Officer as described below:

- a. within 5 days for an EHS substance which (1) equals or exceeds its TPQ, or (2) is a solid or liquid weighing 225 kg (500 pounds) or more, whichever is less, or
- b. within 10 days for a HCS substance which equals or exceeds 10,000 pounds for a solid or 55 gallons for a liquid .

### 3.16.3.1 Emergency Notification Information

Emergency notifications shall consist of the following information:

- a. The Contractor's name, the name and telephone number of the person making the report, and the name and telephone number of the Contractor's contact person;
- b. The chemical name and identification;
- c. An estimate of the quantity released;
- d. The location of the release;
- e. The time and duration of the release;
- f. The medium receiving the release (air, land, water);
- g. Known acute or chronic health risks;
- h. Medical advice when necessary; and
- i. Recommended community precautions.

### 3.16.3.2 Follow-Up Notice

Within 5 days of the release, a written follow-up notice of the release shall be provided to the FEC and the Contracting Officer. The written notice shall update information provided in the initial report, provide detailed information on the response actions taken, and provide advice regarding medical attention necessary for exposed individuals.

### 3.16.3.3 State EPCRA Agency

The Contractor may call the following agency for information about EPCRA requirements:

Texas Department of Health  
Hazard Communication Branch  
West 49th Street

Austin, Texas 78756  
Telephone Numbers: 1-800-452-2791 (inside Texas)  
512-834-6603 (outside Texas)

New Mexico Department of Public Safety  
New Mexico Emergency Response Commission  
P.O. Box 1628  
Santa Fe, New Mexico 87504-1628  
Telephone Number 505-827-9923

3.17 FORMS

The EMERGENCY PLANNING COMMUNITY RIGHT TO KNOW NOTIFICATION form is attached to the end of this Section.

-- End of Section --

State of \_\_\_\_\_

# EMERGENCY PLANNING COMMUNITY RIGHT TO KNOW NOTIFICATION FORM

Date \_\_\_\_\_

This is a notification that the facility named below stores or has stored a Hazardous Chemical Substance (HCS) or an Extremely Hazardous Substance (EHS) as listed in Section 302(c), Title III of SARA - Emergency Planning and Community Right-to-Know Act of 1986.

INSTRUCTIONS: Print or type all information, except signature.

Name of Construction Facility	Storage Location of HS/EHS		
Address	Facility Emergency Coordinator		
City	State	Zip Code	Telephone Number
Name and Company of Person Completing Form			Signature of Person Completing Form

CHEMICAL DESCRIPTION	CHEMICAL CHARACTERISTICS	
	Description	Hazard
Product Name	<input type="checkbox"/> Pure	<input type="checkbox"/> Fire
Chemical Name(s)	<input type="checkbox"/> Mixture	<input type="checkbox"/> Pressure
CAS Number(s)	<input type="checkbox"/> Solid	<input type="checkbox"/> Reactivity
Maximum Quantity On-Site	<input type="checkbox"/> Liquid	<input type="checkbox"/> Acute
Average Daily Quantity On Site	<input type="checkbox"/> Gas	<input type="checkbox"/> Chronic

## FOR EHS or CHS

#### TYPE OF HAZARDOUS SUBSTANCE

[ ] EHS [ ] CHS

## Threshold Planning Quantity

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## Reportable Quantity

SECTION 01 57 23

TEMPORARY STORM WATER POLLUTION CONTROL

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ASTM INTERNATIONAL (ASTM)

ASTM D 4439	(2044) Geosynthetics
ASTM D 4491	(1999a; R 2014; E 2014) Water Permeability of Geotextiles by Permittivity
ASTM D 4533	(2004) Trapezoid Tearing Strength of Geotextiles
ASTM D 4632	(2008) Grab Breaking Load and Elongation of Geotextiles
ASTM D 4751	(2012) Determining Apparent Opening Size of a Geotextile
ASTM D 4873	(2002; R 2009) Identification, Storage, and Handling of Geosynthetic Rolls and Samples

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

EPA 832-R-92-005	(1992) Storm Water Management for Construction Activities Developing Pollution Preventions and Plans and Best Management Practices
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U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

40 CFR 122.26	Storm Water Discharges (Applicable to State NPDES Programs, see section 123.25)
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1.2 SYSTEM DESCRIPTION

The work consists of implementing the storm water pollution prevention measures to prevent sediment from entering streams or water bodies as specified in this Section in conformance with the requirements of Section 01 57 20.00 10 ENVIRONMENTAL PROTECTION, Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN, and the requirements of the National Pollution Discharge Elimination System (NPDES) permit or applicable state Pollution Discharge Elimination System.

1.3 EROSION AND SEDIMENT CONTROLS

1.3.1 Stabilization Practices

The stabilization practices to be implemented include temporary seeding,  
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mulching, geotextiles, sod stabilization, vegetative buffer strips, erosion control matts, protection of trees, preservation of mature vegetation, etc. On the daily CQC Report, record the dates when the major grading activities occur, (e.g., clearing and grubbing, excavation, embankment, and grading); when construction activities temporarily or permanently cease on a portion of the site; and when stabilization practices are initiated.

1.3.1.1 Unsuitable Conditions

Where the initiation of stabilization measures by the fourteenth day after construction activity permanently ceases or is precluded by unsuitable conditions caused by the weather, initiate stabilization practices as soon as practicable after conditions become suitable.

1.3.1.2 Burnoff

Burnoff of the ground cover is not permitted.

1.3.1.3 Protection of Erodible Soils

Immediately finish the earthwork brought to a final grade, as indicated or specified, and protect the side slopes and back slopes upon completion of rough grading. Plan and conduct earthwork to minimize the duration of exposure of unprotected soils.

1.3.2 Erosion, Sediment and Stormwater Control

a. Storm Water Notice of Intent for Construction Activities

e. Submit a Storm Water Notice of Intent for NPDES coverage under the general permit for construction activities and a Storm Water Pollution Prevention Plan (SWPPP) for the project to the Contracting Officer prior to the commencement of work. The SWPPP shall meet the requirements of the State of Texas general permit for storm water discharges from construction sites. Submit the SWPPP along with any required Notice of Intents, Notice of Termination, and appropriate permit fees, via the Contracting Officer, to the appropriate Texas Commission of Environmental Quality (TCEQ) point of contact for approval, while meeting the required waiting periods for document submission and land disturbance commencement. Maintain an approved copy of the SWPPP at the construction on-site office, and continually update as regulations require, to reflect current site conditions. Include within the SWPPP:

- (1) Identify potential sources of pollution which may be reasonably expected to affect the quality of storm water discharge from the site.
- (2) Describe and ensure implementation of practices which will be used to reduce the pollutants in storm water discharge from the site.
- (3) Ensure compliance with terms of the State of Texas general permit for storm water discharge.
- (4) Select applicable best management practices from EPA 832-R-92-005.
- (5) Include a completed copy of the Registration Statement, BMP Inspection Report Template and Notice of Termination except for the effective date.

(6) Storm Water Pollution Prevention Measures and Notice of Intent 40 CFR 122.26, EPA 832-R-92-005. Provide a "Storm Water Pollution Prevention Plan" (SWPPP) for the project. The SWPPP will meet the requirements of the State of Texas general permit for storm water discharges from construction sites. Submit the SWPPP along with any required Notice of Intents, Notice of Termination, and appropriate permit fees, via the Contracting Officer, to the TCEQ for approval, prior to the start of construction while adhering to the permit required waiting periods. A copy of the approved SWPPP will be kept at the construction on-site office, and continually updated as regulations require to reflect current site conditions.

### 1.3.3 Structural Practices

Implement structural practices to divert flows from exposed soils, temporarily store flows, or otherwise limit runoff and the discharge of pollutants from exposed areas of the site. Implement structural practices in a timely manner, during the construction process, to minimize erosion and sediment runoff. Include the following devices;

#### 1.3.3.1 Silt Fences

Provide silt fences as a temporary structural practice to minimize erosion and sediment runoff. Properly install silt fences to effectively retain sediment immediately after completing each phase of work where erosion would occur in the form of sheet and rill erosion (e.g. clearing and grubbing, excavation, embankment, and grading). Install silt fences in the locations and show on the SWPPP drawings. Final removal of silt fence barriers shall be after establishment of final stabilization. Obtain approval from the Contracting Officer prior to final removal of silt fence barriers.

#### 1.3.3.2 Straw Bales

Provide waddles/logs of straw as a temporary structural practice to minimize erosion and sediment runoff. If waddles/logs are used, properly place the waddles/logs to effectively retain sediment immediately after completing each phase of work (e.g., clearing and grubbing, excavation, embankment, and grading) in each independent runoff area (e.g., after clearing and grubbing in an area between a ridge and drain, place the waddles/logs as work progresses, remove/replace/relocate the waddles/logs as needed for work to progress in the drainage area). Show on the drawings areas where waddles/logs are to be used. The Contracting Officer will approve the final removal of straw barriers. Provide rows of waddles/logs of straw as follows:

- a. Along the downhill perimeter edge of all areas disturbed.
- b. Along the top of the slope or top bank of drainage ditches, channels, swales, etc. that traverse disturbed areas.
- c. Along the toe of all cut slopes and fill slopes of the construction areas.
- d. Perpendicular to the flow in the bottom of existing drainage ditches, channels, swales, etc. that traverse disturbed areas or carry runoff from disturbed areas.
- e. Perpendicular to the flow in the bottom of new drainage ditches, channels, and swales.
- f. At the entrance to culverts that receive runoff from disturbed

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areas.

#### Diversion Dikes

Build diversion dikes with a maximum channel slope of 2 percent and adequately compacted to prevent failure. The minimum height measured from the top of the dike to the bottom of the channel shall be 18 inches. The minimum base width shall be 6 feet and the minimum top width shall be 2 feet.

Ensure that the diversion dikes are not damaged by construction operations or traffic. Locate diversion dikes where shown on the drawings.

#### 1.3.4 Sediment Basins

Trap sediment in temporary sediment basins. Select a basin size to accommodate the runoff of a local 10-year storm. Pump dry and remove the accumulated sediment, after each storm. Use a paved weir or vertical overflow pipe for overflow. Remove collected sediment from the site. Institute effluent quality monitoring programs. Install, inspect, and maintain best management practices (BMPs) as required by the general permit. Prepare BMP Inspection Reports as required by the general permit. If required by the permit, include those inspection reports.

#### 1.3.5 Vegetation and Mulch

a. Provide temporary protection on sides and back slopes as soon as rough grading is completed or sufficient soil is exposed to require erosion protection. Protect slopes by accelerated growth of permanent vegetation, temporary vegetation, mulching, or netting. Stabilize slopes by hydro seeding, anchoring mulch in place, covering with anchored netting, sodding, or such combination of these and other methods necessary for effective erosion control.

b. Seeding: Provide new seeding where ground is disturbed. Include topsoil or nutrient during the seeding operation necessary to reestablish a suitable stand of grass.

#### 1.4 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Storm Water Pollution Prevention Plan  
Storm Water Notice of Intent

Pollution prevention plan and Notice of intent for NPDES coverage under the general permit for construction activities

SD-06 Test Reports

Storm Water Inspection Reports for General Permit

Erosion and Sediment

Controls SD-07 Certificates

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Mill Certificate or Affidavit

Certificate attesting that the Contractor has met all specified requirements.

1.5 DELIVERY, STORAGE, AND HANDLING

Identify, store and handle filter fabric in accordance with ASTM D 4873.

PART 2 PRODUCTS

2.1 COMPONENTS FOR SILT FENCES

2.1.1 Filter Fabric

Provide geotextile that complies with the requirements of ASTM D 4439, and consists of polymeric filaments which are formed into a stable network such that filaments retain their relative positions. The filament shall consist of a long-chain synthetic polymer composed of at least 85 percent by weight of ester, propylene, or amide, and contains stabilizers and/or inhibitors added to the base plastic to make the filaments resistant to deterioration due to ultraviolet and heat exposure.

Provide synthetic filter fabric that contains ultraviolet ray inhibitors and stabilizers to assure a minimum of six months of expected usable construction life at a temperature range of 0 to 120 degrees F. The filter fabric shall meet the following requirements:

FILTER FABRIC FOR SILT SCREEN FENCE

PHYSICAL PROPERTY	TEST PROCEDURE	STRENGTH REQUIREMENT
Grab Tensile Elongation (percent)	ASTM D 4632	100 lbs. min. 30 percent max.
Trapezoid Tear	ASTM D 4533	55 lbs. min.
Permittivity	ASTM D 4491	0.2 sec-1
AOS (U.S. Std Sieve)	ASTM D 4751	20-100

2.1.2 Silt Fence Stakes and Posts

Use either wooden stakes or steel posts for fence construction. Wooden stakes utilized for silt fence construction, shall have a minimum cross section of 2 by 2 inches when oak is used and 4 by 4 inches when pine is used, and have a minimum length of 5 feet. Steel posts (standard "U" or "T" section) utilized for silt fence construction, shall have a minimum weight of 1.33 pounds/linear foot and a minimum length of 5 feet.

2.1.3 Mill Certificate or Affidavit

Provide a mill certificate or affidavit attesting that the fabric and factory seams meet chemical, physical, and manufacturing requirements specified above. Specify in the mill certificate or affidavit the actual Minimum Average Roll Values and identify the fabric supplied by roll identification numbers. Submit a mill certificate or affidavit signed by a legally authorized official from the company manufacturing the filter fabric.

2.2 COMPONENTS FOR STRAW BALES

The straw in the bales shall be stalks from oats, wheat, rye, barley, rice,  
SECTION 01 57 23 Page 5

or from grasses such as byhalia, bermuda, etc., furnished in air dry condition. Provide bales with a standard cross section of 14 by 18 inches. Wire-bound or string-tie all bales. Use either wooden stakes or steel posts to secure the straw bales to the ground. Wooden stakes utilized for this purpose, shall have a minimum dimensions of 2 by 2 inches in cross section and have a minimum length of 3 feet. Steel posts (standard "U" or "T" section) utilized for securing straw bales, shall have a minimum weight of 1.33 pounds/linear foot and a minimum length of 3 feet.

### PART 3 EXECUTION

#### 3.1 INSTALLATION OF SILT FENCES

Extend silt fences a minimum of 16 inches above the ground surface without exceeding 34 inches above the ground surface. Provide filter fabric from a continuous roll cut to the length of the barrier to avoid the use of joints. When joints are unavoidable, splice together filter fabric at a support post, with a minimum 6 inch overlap, and securely sealed. Excavate trench approximately 4 inches wide and 4 inches deep on the upslope side of the location of the silt fence. The 4 by 4 inch trench shall be backfilled and the soil compacted over the filter fabric. Remove silt fences upon approval by the Contracting Officer.

#### 3.2 INSTALLATION OF STRAW BALES

Place the straw bales in a single row, lengthwise on the contour, with ends of adjacent bales tightly abutting one another. Install straw bales so that bindings are oriented around the sides rather than along the tops and bottoms of the bales in order to prevent deterioration of the bindings. Entrench and backfill the barrier. Excavate a trench the width of a bale and the length of the proposed barrier to a minimum depth of 4 inches. After the bales are staked and chinked (gaps filled by wedging with straw), backfill the excavated soil against the barrier. Conform the backfill soil with the ground level on the downhill side and build up to 4 inches against the uphill side of the barrier. Scatter loose straw over the area immediately uphill from a straw bale barrier to increase barrier efficiency. Securely anchor each bale by at least two stakes driven through the bale. Drive the first stake or steel post in each bale toward the previously laid bale to force the bales together. Drive stakes or steel pickets a minimum 18 inches deep into the ground to securely anchor the bales.

#### 3.3 FIELD QUALITY CONTROL

Maintain the temporary and permanent vegetation, erosion and sediment control measures, and other protective measures in good and effective operating condition by performing routine inspections to determine condition and effectiveness, by restoration of destroyed vegetative cover, and by repair of erosion and sediment control measures and other protective measures. Use the following procedures to maintain the protective measures.

##### Silt Fence Maintenance

Inspect the silt fences in accordance with paragraph, titled "Inspections," of this section. Any required repairs shall be made promptly. Pay close attention to the repair of damaged silt fence resulting from end runs and undercutting. Should the fabric on a silt fence decompose or become ineffective, and the barrier is still necessary, replace the fabric promptly. Remove sediment deposits when deposits reach one-half of the height of the barrier. Remove a silt fence when it is no longer required. The immediate area occupied by the fence and any sediment deposits shall be shaped to an acceptable grade. The areas disturbed by this shaping shall be seeded in accordance with UFGS Guide Specification 32 05 33 LANDSCAPE ESTABLISHMENT, except that the coverage requirements in paragraph, titled

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"Establishment" of this section do not apply.

### 3.3.1 Straw Bale Maintenance

Inspect straw bale barriers in accordance with paragraph, titled "Inspections". Pay close attention to the repair of damaged bales, end runs and undercutting beneath bales. Accomplish necessary repairs to barriers or replacement of bales in a promptly manner. Remove sediment deposits when deposits reach one-half of the height of the barrier. At the each end of each row turn bales uphill when used to retain sediment. Remove a straw bale barrier when it is no longer required. The immediate area occupied by the bales and any sediment deposits shall be shaped to an acceptable grade. Seed the areas disturbed by this shaping in accordance with UFGS Guide Specification 32 92 19 SEEDING.

### Straw Logs or Waddle Maintenance

Inspect waddles/logs in accordance with paragraph, titled "Inspections". Pay close attention to the repair of damaged waddles/logs. Accomplish necessary repairs to barriers or replacement in a promptly manner. Remove sediment deposits when deposits reach one-half of the height of the barrier. At the each end of each row turn barrier uphill when used to retain sediment. Remove barrier when it is no longer required. The immediate area occupied by the barrier and any sediment deposits shall be shaped to an acceptable grade. Seed the areas disturbed by this shaping in accordance with UFGS Guide Specification 32 92 19 SEEDING.

### 3.3.2 Diversion Dike Maintenance

Inspect diversion dikes in accordance with paragraph, titled "Inspections," of this section. Pay close attention to the repair of damaged diversion dikes and accomplish necessary repairs promptly. When diversion dikes are no longer required, shape to an acceptable grade. Seed the areas disturbed by this shaping in accordance with UFGS Guide Specification 32 92 19 SEEDING.

## 3.4 INSPECTIONS

### 3.4.1 General

Inspect disturbed areas of the construction site, areas that have not been finally stabilized used for storage of materials exposed to precipitation, stabilization practices, structural practices, other controls, and area where vehicles exit the site.

### 3.4.2 Inspections Details

Inspect disturbed areas and areas used for material storage that are exposed to precipitation for evidence of, or the potential for, pollutants entering the drainage system. Observe erosion and sediment control measures to ensure that they are operating correctly. Inspect discharge locations or points to ascertain whether erosion control measures are effective in preventing significant impacts to receiving waters. Inspect locations where vehicles exit the site for evidence of offsite sediment tracking.

### 3.4.3 Inspection Reports

For each inspection conducted, prepare a report summarizing the scope of the inspection, name(s) and qualifications of personnel making the inspection, the date(s) of the inspection, and all other requirements specified in the applicable Construction Storm Water General Permit.

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Furnish the report to the Contracting Officer within 24 hours of the inspection as a part of the Contractor's daily CQC REPORT. A copy of the inspection report shall be maintained on the job site. These reports shall be done weekly(every 7 days) or after  $\frac{1}{2}$ " of rain or more and submitted to the Contracting Officer with the daily reports

3.4.4 Storm Water Pollution Prevention Plan (SWPPP) Revisions

In compliance with TPDES General Permit TXR 150000 and Section 01 57 24.01 44 STORM WATER POLLUTION PREVENTION PLAN, the Contractor is responsible to revise Storm Water Pollution Prevention Plan including the erosion control drawings. The current locations of storm control structures and types shall be depicted on the drawing portion of the on-site SWPPP for regulatory inspection and SWPPP revision record.

-- End of Section --

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STORM WATER POLLUTION PREVENTION PLAN (TEXAS)

PART 1 GENERAL

**NOTES FOR DESIGNER / CONTRACTOR: Edit this section to provide guideline for Storm Water Pollution Prevention requirements for design-bid-build project that has total disturbed area of one (1) or more acre. The edited section will direct construction contractor to submit a pre-construction and operation specific SWPPP.**

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to in the text by basic designation only.

CODE OF FEDERAL REGULATIONS (CFR)

40 CFR 110 Protection of Environment: Subchapter D--WATER PROGRAMS, Discharge of Oil

40 CFR 112 Oil Pollution Prevention

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. When providing a resubmittal to address USACE review comments, the Contractor shall include annotated comment responses along with the resubmitted SWPPP (in its entirety). The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Storm Water Pollution Prevention Plan (SWPPP or SWP3); G

The construction Contractor site specific SWPPP shall prevent erosion, sediment loss from the construction site, and erosion down gradient of the developed property. To the maximum extent possible, the SWPPP shall (a) limit the area of disturbance to minimize soil loss and prevent the discharge of water quality impaired water from the construction site and (b) incorporate staged stabilization measures as work progresses throughout the duration of the project. The Contractor shall use the current forms (e.g., NOI, NOT, NOC, etc.) required by the TXR150000 Construction General Permit issued by the Texas Commission on Environmental Quality (TCEQ). Additionally, the Contractor shall maintain compliance with the Construction General Permit at all times (even when the Construction General Permit is revised by the issuing agency).

**The following summarizes some of the requirements that need to be implemented into the SWPPP as required by the TPDES TXR150000 Construction General Permit.**

- (1) The SWPPP shall comprise of three (3) major parts: (a) narrative, (b) drawings depicting structural and non-structural best management practices (BMPs), and (c) permit required documentation (attachments and worksheets) for record-keeping.
- (2) The Contractor site specific SWPPP shall consider the phasing of project tasks with the timing of BMPs and construction activities. Additionally, the Contractor site specific SWPPP shall consider the diversion of storm water run-on onto the disturbed portions of the project site, including limiting the area of exposed soil, and retention of sediments from escaping the exposed portion of the site.
- (3) The contract drawings depict recommended or suggested BMP types and locations. Any additional BMPs or modifications to the BMPs throughout the project need to be depicted on the drawings included in the SWPPP as well as the text within the SWPPP.
- (4) During construction (after USACE approval of construction operation SWPPP), SWPPP or BMP revision is required when site conditions change and when situations arise that may cause potential permit non-compliance. The SWPPP or BMP revision shall be initiated when requested by the Area Office Contracting Officer (AOCO) or as deemed necessary following an inspection conducted by the Contractor designated inspector.
- (5) The NOI (if required to be prepared per the applicable state Construction Storm Water General Permit) shall be separately submitted to all required parties by the construction Contractor and the USACE (if deemed applicable) as co-operators of the construction site.
- (6) The Contractor shall sign the Certification of SWPPP, the delegation letter of signatory authorization, the NOI (if required to be prepared per the applicable state Construction Storm Water General Permit), and the Notice of Termination (NOT) as required by the applicable Construction Storm Water permit.
- (7) The SWPPP must contain a list of regulated materials and construction materials and products, their location, and methods of containment for each product.
- (8) The SWPPP must contain a list of wastes, their location, and method of containment.
- (9) The SWPPP shall implement procedures that prevent post construction erosion from occurring. Some examples include the use of Scour Stop or equal as velocity dissipators or the placement of composite fiber turf reinforcement mats at down gradient channels.
- (10) The following shall be depicted in the SWPPP drawings.
  - (a) Location of fuel storage tank and/or fuel transfer points
  - (b) Location of the concrete wash-out pit
  - (c) Location of on-site or off-site approved construction support activities, including but not limited to Contractor laydown,

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storage, stockpile, borrow, spoil, parking areas and drainage  
features

- (d) Location of batch plant (if applicable) and drainage features
- (e) Location of the stabilized construction access

**The following summarizes some of what is needed to be implemented into the SWPPP as required by the USACE.**

- (1) The SWPPP drawings shall be prepared on site grading plans. The drawings shall include four phases or stages of Best Management Practices (BMP) structures layout: (a) initial BMP layout at site prior to clearing and grubbing, (b) interim BMP layout during grading activities, (c) temporary stabilization method and locations, and (d) final stabilization method and locations of application. Notes on timing controls and activities shall be described on the SWPPP drawings.
- (2) The SWPPP shall be prepared by a registered professional engineer, a Certified Professional in Erosion and Sediment Control (CPESC), or a licensed landscape architect who has experience with the applicable construction storm water permit as well as the use of sediment and erosion control best management practices (BMPs).
- (3) The Contractor designated inspector and any person responsible for maintaining SWPPP compliance with the applicable storm water permit and permit required activities shall attend training on storm water erosion and sediment control compliance/inspections provided by the EPA, state, or vendors (e.g., [www.ieca.org](http://www.ieca.org), [www.teex.org](http://www.teex.org), [www.stormwatercenter.org](http://www.stormwatercenter.org), etc.). The inspector shall provide training certificates from accredited vendors confirming course completion. Documented experience that deals with maintaining compliance with the applicable Construction Storm Water Permit may be substituted for the above mentioned training. Documented experience must be attached to the SWPPP.
- (4) The person responsible for maintaining the SWPPP shall provide briefing on the approved Construction Operation SWPPP to all on-site workers.
- (5) The SWPPP shall not be submitted to the USACE unless it has been verified to meet the requirements of the applicable state Construction Storm Water Permit. Prior to submitting the Notice of Intent (NOI) (if required per the applicable state Construction Storm Water permit) to all required parties, the construction operation SWPPP shall be approved by the USACE.
- (6) The SWPPP must contain the Safety Data Sheets (SDS) for each material on-site or provide a reference in the SWPPP on where the sheets can be found at the project site.
- (7) The SWPPP must contain a list and identify the location and method of containment for each type of waste that is to be recycled during the project.
- (8) The following shall be depicted on the SWPPP drawings.
  - (a) A statement that verifies an emergency spill clean-up kit and spill containment device is at fuel transfer points at all times.
  - (b) A statement that verifies fuel tanks or fueling trucks have overfill protection devices.

(c) Construction details for all BMPs used on the construction site (e.g., BMPs for the fuel storage areas, concrete wash-out pit, borrow area, batch plant, stabilized construction access, etc.)

(9) Include a copy of this Section.

SD-11 Closeout Submittal

Notice of Termination; G, PER-EE

If a NOI has been submitted, a copy of the original Notice of Termination (NOT) shall be submitted to the regulatory agency and to all required parties. Prior to submittal of the NOT, Contractor shall inspect the finished site with the Area Office Contracting Officer (AOCO) and obtain photographs to prove establishment of final soil stabilization and removal of BMP controls. A copy of NOT and photographs shall be provided to PER-EE (ATTN: Kathy Mitchell) through the AOCO. The construction Contractor shall retain all documents pertaining to Construction Storm Water Permit for at least three (3) years after NOT submittal.

1.3 SUMMARY

Copies of the general permit for storm water discharges associated with construction activity and instructions are available at the following web site:

[http://www.tceq.state.tx.us/nav/permits/sw\\_permits.html](http://www.tceq.state.tx.us/nav/permits/sw_permits.html)  
(PERMIT NO. TXR 150000 for large or small construction site)

The Contractor shall verify that the most current forms (e.g., NOI, NOC, NOT, etc.) are submitted with the SWPPP.

**The Contractor shall not commence soil disturbance until approval of the site specific SWPPP is obtained from the USACE along with the USACE SWPPP certification, USACE Construction Site Notice, and USACE NOI (if applicable). Additionally, all required waiting periods as described in the TXR150000 Construction General Permit must also be met before soil disturbing activities may begin.**

There is no separate payment for work required in this Section.

1.3.1 Site Operators, Responsibilities, and Shared SWPPP

Both the Government and the construction Contractor meet the definitions as operators for the construction activities and operate under a shared SWPPP that addresses the requirements of the TXR150000 Construction General Permit.

The Government employs other operators and has ability to approve or disapprove changes to plans and specifications. When site conditions change, and the approved SWPPP does not meet storm water permit stipulations, USACE will request the construction Contractor evaluate the BMP control structures or non-structural practices. The day-to-day operator shall install additional structural and non-structural BMP for compliance with storm water permit.

The Government operates under the TXR150000 Construction General Permit as a Secondary Operator.

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The Contractor has operational control over construction plans and specifications, including the ability to make modifications to plans and specifications. In addition, the Contractor has day-to-day control of field activities ensuring compliance with storm water permit. The Contractor prepares the construction and operation specific SWPPP and is responsible to establish, inspect, maintain, and rectify the BMPs and perform SWPPP revisions, as well as document Storm Water permit implementation records for the duration of the contract. The Contractor operates under the TXR150000 Construction General Permit as a Primary Operator.

1.4 PROJECT IDENTIFICATION

PROJECT TITLE: Fort Bliss Job Order Contract (JOC)

LOCATION: Fort Bliss, Texas

1.5 PROJECT DESCRIPTION

**NOTES:** *Provide a brief description of project site and associated construction activities (i.e. clearing and grubbing; grading; concrete and asphalt pavement; fencing; landscaping; describe project location; necessary site work and utility service lines; and demolition, recycling and disposal of regulated substances, etc.). Reference Civil Design Analysis and drawings for site info. Identify the total project area (acres) for the proposed construction and the existing demolition sites (reference TPDES General Permit No. TXR 150000 for definition on total disturbed site). The total disturbed area includes number of acres where construction activities will occur, construction right-of-way, off-site material storage area, overburden and stockpiles of dirt, borrow area, spoil area, and laydown area. Construction support facilities are to be determined by the construction Contractor.*

The scope of this project includes construction of new [\_\_\_\_], [storm sewer,] [sanitary sewer,] [[\_\_\_\_]], [parking lots,] [access drives,] [sidewalks,] [lighting,] [security fence,] [communication system,] and [[\_\_\_\_],]. [In addition, this project shall include demolition of [\_\_\_\_] at [\_\_\_\_].] The total project area of the new construction site includes [off-site material storage,] [overburden and stockpiled material,] [borrow areas,] is roughly [\_\_\_\_] acres. [The total project area of the remote demolition site is roughly [\_\_\_\_] acres]. The total disturbed area [including the new construction and remote demolition sites] in this contract is roughly [\_\_\_\_].

1.6 BID OPTIONS AND PROJECT PHASING

There are [no] Bid Options for this project. [They are:

[\_\_\_\_]  
[\_\_\_\_]

[Project Phasing Activities include:

[\_\_\_\_]  
[\_\_\_\_]

1.7 STANDARD INDUSTRIAL CLASSIFICATION (SIC)

**NOTES:** *SIC codes are obtained from the Standard Industrial Classification Manual published by Office of Management and Budget (OMB). For construction activity permit, the primary and sometimes*

***the secondary codes will be for the construction activity. The second through the fourth codes will generally relate to the ultimate use of the project. Use one (1) to maximum of four (4) codes as needed to adequately describe the project.***

[1521 General Contractors - Single Family Houses]

[1522 - General Contractors - Residential Buildings, other than Single Family (i.e., barracks)]

[1541 - General Contractors -Industrial Buildings and Warehouses]

[1542 - General Contractors - Non-Residential Building, other than Industrial Buildings and Warehouses (i.e., administrative buildings)]

[1611 - Highways and Street Construction, Except Elevated Highways]

[1623 - Water, Sewer, Pipeline, and Communications and Power Line Construction]

[1629 - Heavy Construction, Not Elsewhere Classified (i.e., athletic fields, cofferdams, dikes, boat docks, railroads, reservoirs, water or sewage treatment plant)]

[1771 - Concrete Work (includes asphalt; i.e., access drives and parking lots, culvert construction)]

[1794 - Excavation Work (include trenching and earth moving)]

[4581 - Airports, Flying Fields, and Airport Terminal Services]

[7033 - Recreational Vehicle Parks and Campsites]

[7538 - General Automotive Repair Shops]

[7699 - Repair Shops and Related Services, Not Elsewhere Classified (i.e., military equipment repair, machinery cleaning)]

[7999 - Amusement and Recreation Services, Not Elsewhere Classified (i.e., beaches, fishing piers, picnic grounds)]

[8062- General Medical and Surgical Hospitals]

[9711 - National Security (a general category for military facilities)]

#### 1.8 LOCATION

The project site is spans from the city of Fort Bliss, Texas in El Paso County to Otero and Dona Ana Counties in New Mexico.

#### 1.9 RECEIVING WATERS

**NOTES: Identify the body of water that receives site runoff. If it is a tributary to a major river, identify both the tributary and the river. If runoff is collected by a storm drainage system, identify the operator of the system (i.e., the name of the military installation or municipality, the creek adjacent or on site, MS4, the ultimate receiving water body,<HL2> etc.) </HL2>**

The storm runoff from the new facility site flows [direction] [into new storm drain] [by sheet flow], then flows [direction] to [name of Creek] ultimately

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to [name of River] [name of Basin]. [The storm runoff from the demolition site flows [direction] [to storm drain] [by sheet flow], then flows [direction] to [\_\_\_\_\_.]]

## PART 2 SITE DESCRIPTION

### 2.1 EXISTING CONDITIONS

**NOTES: Describe current site conditions. Include information on drainage patterns and runoff coefficients. Also discuss the design storm frequencies used for runoff volume calculations. If the site is located adjacent to an existing industrial facility or in a community greater than 100,000 people, records of storm water quality near your site may be available. Include storm water quality records for the site (if it is available).**

The site generally slopes from [north] [northwest] [northeast] [west] [east] [southwest] [southeast] [\_\_\_\_\_] to [north] [northwest] [northeast] [west] [east] [southwest] [southeast] [\_\_\_\_\_] with an average slope of [\_\_\_\_\_] percent. There are currently [no] [an existing] underground storm drainage facilities near the new facility site. Estimated existing runoff coefficients vary from [\_\_\_\_\_] to [\_\_\_\_\_]. Ten-year storm frequency and [\_\_\_\_\_] minutes duration with [\_\_\_\_\_] inches per hour intensity was used for the design of the storm drainage system. [There are currently [no] [an existing] underground storm drainage facilities at the demolition site. The demolition site generally slopes from [east] [south] to [north] [west] with an average slope of [\_\_\_\_\_] percent.]

### 2.2 FINAL CONDITIONS

**NOTES: Describe site conditions and drainage upon completion of construction activities. Include estimates of future runoff coefficients. Describe features of <HL2>the storm water system and storm water management (i.e., erosion control and velocity dissipation devices)<HL2></HL2>**

Grades at the new facility site will not change significantly and is roughly about [\_\_\_\_\_] percent from [north] [northwest] [northeast] [\_\_\_\_\_] to [\_\_\_\_\_]. Completed facility site drainage will flow [into a new underground drainage system] [by sheet flow]. The grades surrounding the building is approximately [\_\_\_\_\_] percent grade. The new project site will have a [building,] [access roads,] [service drives,] [\_\_\_\_\_,] [landscaping] [and turfing]. Estimated future runoff coefficients vary from [\_\_\_\_\_] to [\_\_\_\_\_].

### 2.3 CONSTRUCTION ACTIVITIES

The Contractor shall establish storm water BMP control structures prior to conducting site disturbing activities. The Contractor shall maintain temporary and permanent site stabilization at each portion of site.

The Contractor shall maintain a record of the START date of major construction site activities (i.e., clearing and grubbing, grading, trenching and excavation, dirt moving, etc.), the STOP date when construction activities cease on a portion of the site, and the START date of stabilization measures (such as sod, seeding with native seed, vegetative buffer strips, erosion control compost, turf reinforcement mat, SCOUR STOP, etc.). See SECTION 01 57 25.00 44 SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM for an example of a grading and stabilization log sheet.

### 2.4 SOILS DATA

The SWPPP narrative shall provide soils information of the proposed construction site. Possible sources of information are project soil reports, USDA soil survey data, and other published sources. Information can be found at <http://websoilsurvey.nrcs.usda.gov/>.

## 2.5 STORM WATER POLLUTION PREVENTION DRAWINGS

Each SWPPP drawing shall have a specific sheet number and title.

**The following describes the items that need to be identified in the drawings of the SWPPP as required by the TPDES TXR150000 Construction General Permit.**

- (a) Existing site features and BMPs -- name of receiving waters (e.g., lake, stream, creek, river, unnamed tributary of named receiving stream, etc.), project site storm water discharge locations, existing storm grates, outfall protection devices, and BMPs.
- (b) Interim grading site drainage features and BMPs -- slopes with rough grading, limit of soil disturbance area, outline of areas not to be disturbed (e.g., vegetative buffer zones, cultural resources, wetlands, and areas of environmental concern), new storm grates, new drainage outfalls, and BMPs.
- (c) Areas to receive temporary stabilization. Methods of stabilization shall be identified along with the applicable specification for the stabilization (e.g., native seed mix at a certain application rate in lbs/sq-ft, etc.).
- (d) Areas to receive final stabilization. Methods of stabilization shall be identified along with the applicable specification for the stabilization (e.g., native seed mix at a certain application rate in lbs/sq-ft).
- (e) On-site and off-site material borrow areas, clean dirt disposal areas, and BMPs. Stabilized access roads, construction support activities and laydown areas (equipment, staging, parking, and storage areas) along with the BMPs.
- (f) Concrete or asphalt batch plant and BMP (if applicable).

**The following describes the items that need to be identified in the drawings of the SWPPP as required by the USACE.**

- (a) BMP construction details for all erosion control and stabilization and sediment control BMPs (e.g., BMPs for the fuel storage areas, concrete wash-out pit, borrow area, batch plant, stabilized construction access, seeding type, silt fence, etc.)
- (b) EROSION AND SEDIMENT CONTROL PLAN I (demolition site)
- (c) EROSION AND SEDIMENT CONTROL PLAN II (existing site conditions depicting run-on flow diversion BMPs and run-off BMPs)
- (d) EROSION AND SEDIMENT CONTROL PLAN III (interim site grading conditions depicting run-off BMP, swales BMP, storm grates BMP, and temporary stabilization areas & method specification)
- (e) EROSION AND SEDIMENT CONTROL PLAN IV (complete site grading conditions depicting run-off BMPs, swales BMPs, storm grates BMPs, and final stabilization areas and method specification)
- (f) Notes on timing of controls of activities

PART 3 BEST MANAGEMENT PRACTICES (BMPs) - EROSION AND SEDIMENT CONTROLS

3.1 TEMPORARY STABILIZATION

Stabilization measures shall be in conformance with Part III.F.2.b.iii of the TXR150000 Construction General Permit.

The Contractor shall provide all necessary labor, services, equipment, materials (e.g., fertilizer) to obtain, transport, apply, and maintain the temporary stabilized area until final stabilization is performed.

Some examples of acceptable methods for temporary stabilization include water sprinkling with environmental sustainable soil binders (e.g., products produced by Soilworks, LLC, DirtGlue Enterprises, SoilLok, or similar) or anchored straw mulching (typically applied at 2 tons per acre). The construction SWPPP may specify other forms of temporary stabilization methods that are industry accepted and are applicable for the project site conditions.

3.2 PERMANENT STABILIZATION

Stabilization measures shall be in conformance with Part III.F.2.b.iii and iv of the TXR150000 Construction General Permit.

The Contractor designated inspector shall inspect the site with the USACE AOCO to ensure final stabilization is established. Final stabilization is defined as described in Part I.B of the TXR150000 Construction General Permit. If final stabilization is unsatisfactory, additional measures shall be required by the USACE AOCO. If applicable, additional seeding shall be performed after temporary removal of the erosion control blankets and subsequent replacement of blankets after such activities are completed. If applicable, the Contractor's SWPPP shall specify the native seed mix species and application rate (lbs/sq-ft). Some examples of acceptable methods for permanent stabilization includes sodding, pavement, and rock blankets.

3.3 SEDIMENT BASIN

*NOTE: Where attainable, the TPDES regulation requires a temporary sediment basin for sites where 10 acres or more are disturbed at one time. Requirements for a sediment basin are found on Part III.F.2(c) of the TXR150000 Construction General Permit.*

*The design-bid-build Contractor shall design the sediment pond in the design-bid build contract.*

*If the construction sediment pond will be re-graded for finished site storm water detention, the designer shall need to use TR-55 NRCS small watershed handbook or some other hydrograph routing based method. The rational method is only acceptable to size the construction sediment pond and it is not acceptable to size for finished site storm water management because it only provides peak flow rate.*

The TPDES Storm Water Discharge General Permit requires a temporary sediment basin for sites where 10 acres or more are disturbed at one time. The disturbed site drains to a common location, a sediment pond or trap

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shall be constructed as initial grading activity. The pond shall be prepared by the site designer and it shall include layout and construction details. A series of smaller sediment basins are not attainable, therefore effective sediment controls (i.e. vegetative strips and silt fences) are established on all the down slope areas of the disturbed site perimeter to control sediment in runoff. Temporary sediment pond receives final grade as a permanent sediment pond to manage storm runoff at the finished site. The following elements are required if a sediment pond is constructed as an initial site activity: The slopes of sediment pond shall be stabilized with an effective form of temporary/permanent stabilization (as applicable). The storm water shall be allowed to settle after each rainfall event before dewatering in accordance with the applicable Construction General Permit.

### 3.4 STRUCTURAL CONTROLS

See SECTION 01 57 23 TEMPORARY STORM WATER POLLUTION CONTROL.

### 3.5 NON-STRUCTURAL CONTROLS

The Contractor (and the subcontractors) shall be responsible for eliminating pollutants in storm runoff from the project site. The Contractor (and subcontractors) shall be responsible for utilizing non-structural BMPs to minimize storm water pollution. Some examples of non-structural BMP include:

- Construction Practices
- Material Management
- Waste Management
- Vehicle and Equipment Management
- Employee and Subcontractor Training
- Storm Water Pollution Prevention Plan Maintenance

#### 3.5.1 Construction Practices

Dewatering Operations: The Contractor (and subcontractor) shall prevent discharge of sediment by methods of sediment control, containment, and disposal. In project areas suspected of potential toxic or petroleum products contamination, the water shall be tested to determine method of disposal.

Paving Operations: The Contractor (and subcontractor) shall avoid discharge of pollutants to storm drains by avoiding asphalt and concrete paving in wet weather or anticipation of such event, storing material in covered containers, covering and berthing storage areas, establish control structures, cover on-site storm grates, and worker and subcontractor training.

Structure Construction and Painting: The Contractor (and subcontractor) shall prevent pollutants in storm runoff by covering, or berthing material storage areas, keeping job site clean and orderly, using safer alternate products, stabilizing adjacent disturbed areas, storing material in secondary containment, protecting on-site storm drains, establish control structures, and perform worker and subcontractor training.

Solid Waste Materials: Trash and uncontaminated construction debris shall be placed in appropriate covered waste containers. Waste containers shall be emptied regularly and shall not be allowed to overflow. The disposal area of excavated material from project construction shall not be utilized for waste disposal. Routine janitorial service shall be provided for all construction buildings and surrounding grounds. No construction waste materials, including concrete, shall be buried or otherwise disposed of on-site. The Contractor shall brief all on site personnel on good house-keeping and waste minimization.

**Stockpiles:** Material shall have a storm water perimeter control devices established at a minimum distance of 10 feet from the toe of the stockpile. Materials excavated from utility trenching shall be protected from up gradient storm run-on.

### 3.5.2 Material Management

**Material Delivery and Storage Practice:** The Contractor (and subcontractor) shall prevent or reduce discharge of pollutants to storm water by minimizing the on-site storage of hazardous and toxic (HT) materials, storing HT in clearly labeled, corrosion-resistant containers with secondary containment at designated areas approved by the COR, conducting frequent inspection, keeping current inventory of construction materials on site and training of workers and subcontractor.

**Material Use and Inventory:** Common on-site materials are pesticides and herbicides, fertilizers, detergents, concrete material, petroleum-based products, fertilizers, tar, asphalt, steel reinforcing bars, other hazardous chemicals such as acid, lime, solvents, curing compounds, sealants, paints, glues, fertilizers, etc. The Contractor (and subcontractor) shall use less hazardous, alternate or environmental friendly material, if available. The Contractor shall have (1) a list of construction materials used on site, (2) a list of materials and associated potential pollutants, and (3) method of storage and containment in the Contractor operation specific SWPPP.

**Spill Prevention and Control:** The Contractor (and subcontractor) shall store HT material in covered containers and inside a fenced area, have the temporary fuel storage tank bermed or contained to meet applicable Fire Code, place readily accessible spill clean-up materials, have protocol for immediate work stoppage, notification, clean-up, labeling, storage and packaging, transportation, disposal, record-keeping, closure activities, and provide training to workers and subcontractor for response to spills.

### 3.5.3 Waste Management

**Solid Waste:** Solid waste materials (e.g., grout, mortar or uncontaminated debris) shall be placed in covered containers. Trees and shrubs from site clearing shall be shredded and used as mulching material [after] [for] site stabilization. Packaging materials such as wood, plastic, and paper shall be recycled to the maximum extent possible and not disposed of in a landfill. It is a requirement to perform recycling (see SECTION 01 74 19). The Contractor shall designate waste containers for segregating waste (municipal, metal, aluminum, plastic, wood pallet, packaging, glass, etc.) Dry paint cans shall be recycled. The Contractor shall designate waste disposal area, have a routine janitorial service for all structures and surrounding grounds, and have a routine schedule to service waste containers. The disposal area of excavated material from project construction shall not be utilized for solid or refuse waste disposal. Personnel on the job site shall be briefed on minimizing disposal to landfill by waste segregation and recycling.

**Hazardous and Toxic Waste:** All excess on-site material such as paints, solvents, petroleum products (e.g., fuel, oil, and grease, etc.), herbicides, pesticides, acids for cleaning masonry, concrete curing compounds, sealants, paint strippers, wastes from oil-based paint, and glues can become hazardous waste. Containers of excess material shall be labeled and managed according to the labels and as recommended by the product manufacturers. If there are no instruction provided, the Contractor shall turn in contained excess serviceable material to the installation DLADS or recycling program.

**NOTE: *DELETE IF REGULATED MATERIAL ABATEMENT IS NOT APPLICABLE TO THE PROJECT.***

Demolition: [Buildings to be demolished under this Contract shall require removal of the following regulated materials: [mercury fluorescent lights], [PCB or TCB/DEPH ballasts], [items containing ozone depleting chemicals], [mercury bulb thermostats], [items containing lead-based paint or pipe joints], [and] [asbestos-containing building material] [items containing CFC] [\_\_\_\_\_].] [Asbestos-containing materials shall be handled and disposed of in accordance with Section 02 82 14.00 10 ASBESTOS HAZARD CONTROL ACTIVITIES prior to building demolition.] [Lead hazard control activities shall be performed in accordance with Section 02 83 19.00 10 LEAD BASED PAINT HAZARD ABATEMENT, TARGET HOUSING & CHILD OCCUPIED FACILITIES] 02 82 16.00 20 ENGINEERING CONTROL OF ASBESTOS CONTAINING MATERIALS] 02 83 13.00 20 LEAD IN CONSTRUCTION].] [Other regulated materials shall be removed and managed in accordance with Section 02 84 00.00 44 REMOVAL, RECYCLING, AND DISPOSAL OF REGULATED MATERIAL.]

Contaminated Soil: If suspicious of soil contamination during soil moving activities, the Contractor (and subcontractor) shall stop work, notify COR, and establish containment to prevent soil transport or runoff from that location. For removal of contaminated soil, a WORK PLAN shall be prepared for COR approval prior to handling and management of the material. The WORK PLAN shall at least include the following: containment, sampling & analyses, notification to regulatory agencies, transportation, worker safety, training & environmental monitoring, disposal, and documentation and record-keeping.

Construction and Concrete Waste: Construction waste or surplus materials, demolition building debris, scrap metal, rubber, plastic, glass, concrete, and masonry products shall be segregated and recycled to minimize landfill disposal. No construction waste shall be buried or disposed of on-site. Concrete waste shall be controlled and minimized by appropriate storage methods for dry and wet materials, and control the amount of concrete and cement mixed on site. Sweepings from exposed aggregate concrete shall be collected and returned to aggregate stockpile and they shall not be washed into streets or storm drains. Concrete wastewater from wash pit is not permitted to discharge as storm runoff. See SECTION 01 57 23 TEMPORARY STORM WATER POLLUTION CONTROL for additional concrete wash-out requirements. After project completion, the Contractor shall contain wastewater, clean the basin, test and dispose of wastewater and sediment in accordance with applicable regulations and to the satisfaction of the USACE AOCO. The Contractor is responsible for all fees, levies, and disposal cost and shall provide a treatment facility signed delivery ticket.

Sanitary/Septic Waste: On-site sanitary facilities shall be established at a convenient location. Facility location, design, maintenance, and waste collection practices shall be approved by COR and are in accordance with local regulations. The Contractor (and subcontractor) shall have a routine schedule for waste pump out by a licensed hauler. Septic waste treatment system shall have a pre-construction permit from the local health regulating agency and have contract service with a licensed company. Temporary sanitary facilities discharging to sanitary sewer system shall be approved by the operator of the system and properly connected to avoid illicit discharges. Wastewater from water-based paint shall not be discharged as sanitary waste.

Building Exterior Cleaning or High-pressure Wash: Storm drains shall be protected by approved storm water control device. Wash onto dirt area, spade in, settle solids in pit, collect (mop up) and discharge to sanitary sewer (with approval from sewer operator). If the exterior paint contains lead exceeding the levels stated in the Consumer Safety Standard, mercury

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or mildewcide, the wash water shall be collected and disposed of as regulated material that will require sampling data for disposal to permitted facility.

Street/Pavement Cleaning: Water used for this activity shall be minimized and sediment basin shall be used to contain wastewater. At completion of construction, the silt shall be removed and disposed of in accordance with applicable regulations, and water from the basin shall be pumped to a sanitary sewer with written approval from the COR.

Dechlorination of Wastewater from Disinfection of New Drinking Water System: Reference SECTION 33 11 00 WATER DISTRIBUTION.

Care of Storm Water from Excavated Areas: Storm water trapped in excavated areas shall be lifted or pumped into a temporary bermed sediment basin or equal measure(s) for sediments removal. The filtered water shall runoff as sheet flow from the sediment removal area.

The sediment removal area shall have the maximum separation distance possible from the site drainage outfall.

#### 3.5.4 Dust Control

See SECTION 01 56 00.00 44 DUST CONTROL.

#### 3.5.5 Vehicle and Equipment Management

Off-site Vehicle Tracking: The Contractor is required to keep vehicles from tracking soils from the project, borrow, and disposal sites.

Temporary parking area(s) to be used 30 calendar days or more for the Contractor's equipment or personal vehicles shall be paved with temporary asphalt. The temporary parking areas shall be removed by the Contractor upon project completion and restored to the satisfaction of the COR.

Vehicle and Equipment Cleaning: Washing shall be performed off site at a commercial washing facility that has an oil/water separator as pre-treatment before connection to municipal sewer system. No vehicle washing is allowed on site, unless washing involves the rinsing of a concrete truck and wastewater is trapped in a washout pit with secondary containment.

Vehicle and Equipment Fueling: Fueling shall be off-site unless a written approval is obtained. If fueling on-site is approved, it shall be at least 150 feet from drainage courses. The Contractor shall provide a construction detail to depict best management practices for fuel storage and fuel transfer/dispensing areas. Fueling operations shall avoid topping of fuel tank, and avoid mobile fueling of mobile construction equipment. Fueling locations shall use impervious secondary containment (i.e., a liquid-tight berm and an impermeable liner). The containment capacity of the bermed area shall provide at least 110 percent (%) of the stored fluid.

It is necessary to have a clean-up kit and containment bloom (or absorbent material) available at all times for immediate clean-up during fueling. No petroleum fuel, oil or lubricants or products tanks are allowed on-site unless is pre-approved in writing. Emergency cut-off valve and or overfill protection device is required on fuel transfer equipment. The temporary fuel containers placed on-site shall meet the industrial standard, labeled and stored in accordance with applicable Federal, state, and local Fire codes.

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In case of spill of hazardous, toxic, and radiological waste (HTRW), the Contractor shall stop work, contain spill, notify the AOCO and Safety Office, and execute spill control per the SPILL CONTROL PLAN as required in specification SECTION [01 57 20.00 10][01 57 20.15 10][01 57 20.16 10][01 57 20.17 10][01 57 20.19 10] ENVIRONMENTAL PROTECTION. Spill control, response, notification, clean-up, restoration, reporting, record-keeping, etc. shall be in accordance with 40 CFR 110 and 40 CFR 112, other applicable Federal, state, and local regulations, and to the satisfaction of the AOCO.

**Vehicle and Equipment Maintenance:** Outdoor vehicle or equipment maintenance is a significant potential source of storm water pollution. Activities often include engine repair, changing fluids, etc. Such activities shall be prohibited at the job site. The construction Contractor shall verify proofs on routine maintenance of construction equipment and vehicles before bringing them to the job site.

**Vehicle and Equipment Parking:** Vehicle or equipment shall be regularly inspected for leaks and schedule routine maintenance to reduce the potential for leaks. If leaks are observed at the job site, such vehicle or equipment shall be repaired immediately or removed from the site.

#### 3.5.6 Employee and Subcontractor Training

The Contractor is responsible for providing training for all workers (including the subcontractor) on the job site. The objectives in training are to provide a clear concept of activities or problems that generate pollutants to storm water, identify solutions (BMPs), promote ownership of the problems and solutions, and integrate feedback into training and BMP implementation. A certificate to verify completion of training shall be signed by all trained personnel and retained in the SWPPP.

#### 3.5.7 Storm Water Pollution Prevention Plan Maintenance

The USACE approved SWPPP shall be readily available to inspector either from the USACE or regulatory agency. The USACE approved BMPs and SWPPP shall be revised at no cost by the construction Contractor when there are changes in site conditions, sequence of construction and operation, when sediments escape from the job site, or as dictated by the results of inspections. The BMPs and SWPPP shall be updated by the construction Contractor upon request of the USACE AOCO.

### PART 4 STORM WATER MANAGEMENT AND PERMANENT CONTROLS

**NOTE: The number and headings of these subsections will vary significantly from project to project. Use as many subsections as necessary to adequately describe erosion and sediment controls for the completed project site. While designing the site layout and grading plans, the design engineer should include features that will limit erosion and control sedimentation once project construction has been completed. Permanent structures may include curbs and gutters, storm drains, drainage ditches, culverts, pavement slopes, etc. Indicate storm frequencies and durations used for design purposes. Subsections may include, but are not limited to: RUNOFF COMPUTATIONS, STORM DRAINAGE SYSTEM, VEGETATIVE BUFFER STRIPS, DRAINAGE SWALES AND DITCHES, DRAINAGE CULVERTS and all measures discussed in SECTION 01 57 23 STORM WATER POLLUTION PREVENTION MEASURES. All sites for new construction and demolition shall be separately addressed. Units of measure used shall match the construction project.**

***The SWPPP designer shall determine if there are concerns associated with the discharges from sources other than storm water. The SWPPP designer shall consult with the construction Contractor to determine concrete washout pit capacity at the job site to provide total containment of concrete detention and the designed storm event.***

#### 4.1 RUNOFF COMPUTATIONS

The storm drainage design is based on a [10][\_\_]-year storm frequency and [10][\_\_]-minutes duration with [\_\_] inch per hour rainfall intensity.

#### 4.2 SURFACE DISCHARGE QUALITY

The wastewater from concrete washing activity is prohibited from discharging as surface runoff. See Part 3.6.5 of SECTION[01 57 20.00 10][01 57 20.15 10][01 57 20.16 10][01 57 20.17 10][01 57 20.19 10] ENVIRONMENTAL PROTECTION.

#### 4.3 PERMANENT EROSION CONTROL STRUCTURES AND STORM WATER TREATMENT UNIT

Permanent drainage structures, including concrete curbs and gutters, storm drainage system, concrete pavement, asphalt pavement, drainage swale, drainage ditch, turfing, vegetative strip, concrete culvert, pipe culvert, will provide erosion control at the project site.

Storm water treatment unit shall have a stainless steel expanded screen opening of at least 4700 microns (4.7 mm or 0.185 inches) to remove sediment.

#### 4.4 OUTLET PROTECTION OR OUTFALL VELOCITY DISSIPATION DEVICES

***NOTE: Identify velocity dissipation or outlet protection device to provide non-erosive flow conditions at the point of surface drainage discharge. New construction and demolition sites shall be addressed separately.***

The outlet protection or outfall dissipation device shall provide non-erosive flow conditions at the point of surface water discharge to the ditch or swale and downstream of the outfall or channel. [The proposed storm drain shall be discharged into [ [ flow channel] [ x-inches diameter storm drain pipe] .] The outfall impact locations are protected by [e.g., SCOUR STOP or equal]. The drainage channels are protected by [e.g., seeding on prepared soil surface with ECC and overlay with composite turf reinforcement mats] [composite turf reinforcement mats overlay on solid sod].

### PART 5 TIMING OF CONTROLS AND ACTIVITIES

***NOTE: Discuss the sequence of major construction activities and how the related pollution prevention measures will be implemented.***

***Identify situations which are critical to successful construction and pollution prevention, but will not limit the Contractor's ability to determine construction phasing schedule. NOTES of Timing of Controls and Activities specific for each project shall be depicted on SWPPP drawings.***

The general Contractor shall discuss timing (sequence) of controls and construction activities to minimize soil loss from exposed areas in the construction operation SWPPP.

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The following list provides a general example of the Timing of Controls and Activities.

- Minimize area of disturbance,
- Preserve existing vegetation at the downgradient portion of the site, do not disturb ground cover until it is necessary to proceed with field work,
- Install stabilized construction access,
- Install BMPs at contractor staging, stockpiles, storage, parking, borrow areas, and stockpiles (on-site and off-site locations), concrete washout pit, fuel storage/transfer area, etc.,
- Install BMP at existing storm grates (e.g., curb inlets surface inlets, manholes, catch basins, etc.),
- Install flow diversion dike and stabilize. Construct sediment trap at the downgradient end of the dike,
- Track weather and protect exposed areas with erosion control measures before anticipated storms arrive.
- Construct outfall, install BMPs at initial impact location, and stabilize flow channel prior to clearing upper watershed,
- Stage construction to the maximum extent possible by disturbing, protecting, and then stabilizing one side of river bank before disturbing the opposite side,
- Stabilize flow channel,
- Clear site for sediment pond (if applicable) and utilize sediment pond skimmer to control overflow,
- Stabilize pond slopes,
- Develop run-on BMP devices and protect loose soil areas,
- Start grading up gradient of site and stabilize disturbed areas,
- Avoid disturbing down slope areas of site until up-gradient disturbed areas are stabilized,
- Delay construction of infiltration measures until the end of project when drainage areas are stabilized,
- Install BMP protections at new storm grates (e.g., curb inlets surface inlets, manholes, catch basins, etc.),
- Protect excavated materials by installing BMP perimeter controls to protect materials from run-on and run-off
- Stabilize stockpiles and install BMPs at least 10 feet from the toe of the material,
- Backfill utility trenches in a timely manner to minimize erosion and soil loss,
- Monitor weather reports to schedule paving (asphalt or concrete), concrete saw cutting, foundation work, dust control, seeding or any

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activities that will impact run-off,

- Inspect and maintain BMP control structures,
- Evaluate BMP and revise BMP when site conditions or activities change. Assess non-storm water discharges. Maintain Construction General Permit and USACE required field records and training logs,
- Monitor discharge from concrete batch plant(if applicable),
- Maintain stabilized areas until final project acceptance (i.e., watering, fertilize, mow, additional seeding, etc.),
- Verify final stabilization of disturbed areas with AOCO representative. See definition in PART 2.3,
- Remove sediment and BMP control structures once disturbed areas are permanently stabilized and accepted by AOCO. Obtain photographs of site to prove establishment of stabilization and removal of all BMP controls,
- File the Contractor NOT. Provide a copy of NOT through AOCO to PER-

#### EE. PART 6 COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS

**NOTE: Army Regulation 200-1 requires that all Department of Defense installations and Contractors to comply with Federal environmental protection statutes, which includes a provision to observe State, and local environmental regulations.**

The SWP3 shall identify the document prepared for compliance with the National Environmental Policy Act (NEPA) of 1969, as amended. It shall discuss impact on endangered and threatened species and their (critical) habitats, archeological, cultural and historical resources and properties, wetlands, floodplains, environmental contamination and compliance issue, water resources, ecological resource, land use, noise, air quality. The installation environmental office is responsible to prepare the NEPA document at the project pre-design stage. The Contractor shall request name NEPA compliance document (Record of Environmental Consideration, Environmental Impact Statement, Environmental Assessment), date of signature for findings (Record of Decision or Findings of No Significant Impact), and include information to PART 7.

In compliance with the Clean Water Act, Section 402, a construction site of 0.4 hectare (1 acre) in size, or larger, is required to obtain a National Pollutant Discharge Elimination System (NPDES) from EPA TPDES General Permit for Storm Water Discharges from Construction Activities.

Section 404 of the Clean Water Act (CWA) stipulates discharge of dredge and fill material with jurisdictional Waters of the United States. The civil engineer and environmental planner shall evaluate the proposed site compliance with CWA Section 404. For The proposed site shall be reviewed if it crosses drainage water ways or watersheds (dry creeks and streams could be Waters of U.S.) that are contributing to the Waters of United States. The review process sometimes involved wetland delineation to identify existing national permit coverage or issuance of a Clean Water Act Section 404 Permit. The permit or a permit coverage verification memorandum could require compensatory mitigation. The

compensatory mitigation shall become the initial part of construction activity. The construction Contractor shall not start soil disturbing activities until the required compensatory mitigation is implemented or the soil disturbing activities are covered under existing national permit.

The civil engineer and environmental planner shall evaluate the proposed site compliance with Clean Water Act, Section 10, the Rivers & Harbor Act of 1899.

Section 401 of the Clean Water Act stipulates the on-site sewerage discharge. If an on-site sewerage system is required, the Contractor shall prepare drawings and mark-up specifications, obtain a pre-construction permit from the state, regional Environmental Quality Office, or County Health Department. The Contractor shall contact installation Environmental Office for application of on-site sewerage system pre-construction permit.

The Contractor shall resolve all permit compliance issues prior to disturbing soil.

In compliance with the National Environmental Policy Act of 1969, as amended, the [Environmental Assessment] [Environmental Impact Statement] entitled [\_\_\_\_\_] dated [\_\_\_\_\_] has been prepared and the memorandum was signed on [\_\_\_\_\_.] [Record of Environmental Consideration (REC) dated [\_\_\_\_\_] has been prepared for this proposed action.] [The [EA] {EIS} [REC] indicates the proposed action is [\_\_\_\_\_.].] [The proposed action has [\_\_\_\_\_] impact on endangered and threatened species and their critical habitats.] [The attached letter dated [\_\_\_\_\_] with US Fish and Wildlife Service has determined the following protection measures:[\_\_\_\_\_.].] [The proposed action has [\_\_\_\_\_] impact on cultural and historical properties, the memorandum dated [\_\_\_\_\_] from SHPO verified this resolution.] [The proposed action has [\_\_\_\_\_] impact on noise.] [The proposed project site [\_\_\_\_\_] encroaches upon floodplains and wetlands.] [The proposed action [\_\_\_\_\_] impact air quality.] [The proposed site has [\_\_\_\_\_] environmental compliance issues and an environmental baseline study (EBS) was prepared on [\_\_\_\_\_.]. The EBS indicated that [\_\_\_\_\_.].] [This facility will have an on-site sewerage treatment system and the Contractor shall obtain a pre-construction permit prior to start work.] [The Contractor shall not start field work until [the Clean Water Act Section 10] [and] [Section 404] issues are resolved and a permit is issued or the construction activity is covered under a nationwide permit and a verification memorandum, dated [\_\_\_\_\_] is completed by the the Permit Section, Regulatory Branch.] [In compliance with the Clean Water Act permit issued on [\_\_\_\_\_.], the Contractor shall furnished work as required for the compensatory mitigation as stipulated by the permit.] In compliance with Clean Water Act, Section 402, the Contractor and the subcontractor shall conform with all applicable TPDES General Permit stipulations to discharge storm water during construction. [The Contractor shall furnish water well development certification in accordance with state and local regulations]. In addition, the Contractor (including the subcontractor) shall comply with the Government approved Contractor's operation specific Storm Water Pollution Prevention Plan, BMP, and contract requirements as stated in this section. The Contractor (and the subcontractor shall comply with all applicable Federal, state, and local hazardous, toxic, radiological (HTR) waste, municipal waste, sanitary and septic waste disposal regulations.

#### PART 7 MAINTENANCE AND INSPECTION PROCEDURES AND QUALIFICATION OF DESIGNATED INSPECTOR

The Contractor shall designate an inspector on site to ensure Storm Water Permit compliance and perform SWPPP quality control. All BMPs and control

structures shall be inspected according to the requirements of Part III.F.7 of the TXR150000 Construction General Permit. The inspector shall inspect adjacent areas daily for direct clean-up of waste materials, debris, and fugitive sediment that are blown or washed off-site.

All protective measures used and identified in the SWPPP must have maintenance performed in conformance with Part III.F.6 of the TXR150000 Construction General Permit.

The designated SWPPP inspector is responsible for maintaining the SWPPP throughout the term of permit coverage in accordance with the TXR150000 Construction General Permit (i.e., Part III.7(d) and (e)). All deficiencies shall be corrected and recorded. An example of a form to record this information can be found in SECTION 01 57 25.00 44 SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM. A copy of each inspection report form shall also be provided to the AOCO.

#### PART 8 PROHIBITION ON NON-STORM WATER DISCHARGES

In accordance with the Part II.A.3 of the TXR150000 Construction General Permit, non-storm water discharges are prohibited during construction of the project, except for the non-storm water discharges listed below. The following list of non-storm water discharges from active construction sites are allowed and is developed based on the above guideline.

- (a) discharges from fire fighting activities
- (b) uncontaminated fire hydrant flushings
- (c) water from the routine external washing of vehicles, the external portion of buildings or structures, and pavement, where detergents and soaps are not used and where spills or leaks of toxic or hazardous materials have not occurred (unless spilled materials have been removed; and if local, state, or federal regulations are applicable, the materials are removed according to those regulations), and where the purpose is to remove mud, dirt, or dust
- (d) uncontaminated water used for dust control
- (e) potable water sources including waterline flushings (excluding discharges of hyperchlorinated water, unless the water is first dechlorinated and discharge are not expected to adversely affect aquatic life)
- (f) uncontaminated air conditioning condensate
- (g) uncontaminated ground water or spring water, including foundation or footing drains where flows are not contaminated with industrial materials such as solvents
- (h) lawn watering and similar irrigation

The Contractor designated Storm Water Inspector shall perform routine inspection to ensure only allowable non-storm water discharges are occurring.

#### PART 9 CONTRACTOR COMPLIANCE AND CERTIFICATION

The construction Contractor shall use this Section as guidance on how to prepare a construction SWPPP that includes narrative, drawings (see PART 2.5 in this Section), and required worksheets. Prior to submitting the NOI(if required to be prepared per the applicable state Construction Storm Water General Permit) to the regulatory agency and all other required parties, the Contractor shall submit the operation and field specific SWPPP with a prepared and signed NOI attached for USACE review and approval. Additionally, a prepared Primary Operator Construction Site Notice shall also be prepared and submitted along with the SWPPP.

The construction Contractor and sub-contractor shall each prepare a SWPPP CERTIFICATION. The SWPPP CERTIFICATION assures responsibility and compliance with the permitted discharges of storm water during

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construction. As such, the SWPPP submitted for USACE review and approval shall have a SWPPP CERTIFICATION prepared and signed by the appropriate approval authority. The USACE sharing the approved SWPPP shall prepare a SWPPP CERTIFICATION and a Secondary Operator Construction Site Notice. All SWPPP certifications and site notices shall be included and retained in the SWPPP.

#### 9.1 CONSTRUCTION SWPPP GUIDELINES

An adequate construction SWPPP includes a narrative, drawings, and required worksheets.

The narrative is a written statement to explain and justify the pollution prevention decisions made for a particular project. The narrative shall contain concise information about existing site conditions, construction phasing, BMP practices, construction schedule, and the performance the BMPs are expected to achieve, and actions to be taken if the performance goals are not achieved, and other pertinent items that may not be contained on the drawings.

The narrative shall identify all operators (see PART 1.3 in this Section).

The site grading plans provide a baseline to assist in the preparation of the SWPPP drawings. The drawings shall layout various BMP types, locations, and methods of stabilization in accordance with Part III.F.1(g) of the TXR150000 Construction General Permit and Part 2.5 of this Section.

The SWPPP shall also address the following.

- Describe the location, size, and characteristics of any wetlands, streams, or lakes that are adjacent or in close proximity to the site, and/or will receive discharges from disturbed areas of the project. Also delineate areas with high erosion potential including steep slopes.
- List Threatened and Endangered Species and Critical Habitats.
- List Cultural and Historical Resources.
- Clean Water Act Section 404 Memo or Permit Stipulations
- Septic System Permit
- Water well Permit
- Identify if concrete/asphalt plant is at site  
(A batch plant may require coverage of an industrial operation permit)
- Spill Prevention and Control Measures per state or EPA and local requirements
- Spill Response

The general construction Contractor shall file a NOI as the primary operator of the construction site. Submitting by electronic means is the most efficient process for filing an NOI, and therefore recommended. However, the physical address for NOI submission and payment can be found on the NOI form.

##### 9.1.1 On-Site Construction Document, Signage, And Record-Keeping

**A copy of each of the following shall be maintained in the USACE approved SWPPP in accordance with the TXR150000 Construction General Permit.**

- TPDES TXR 150000 general construction storm water permit,  
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- Primary Operator (Contractor) Construction Site Notice,
- Contractor NOI,
- Contractor Certification of SWPPP,
- Contractor Signatory Delegation Letter,
- Contractor BMP Inspection and Maintenance Report,
- Qualification documents (e.g., training certificates) for Contractor personnel that maintain any part of the SWPPP,
- Contractor log for recording Major Construction Activities and Subsequent Stabilization Practices,
- Contractor log for describing construction materials stored on-site, their potential pollutants, and method of containment,
- Contractor log for describing waste materials stored on-site and method of storage,
- Contractor's anticipated construction timeline schedule (that includes anticipated dates for soil disturbance),
- Contractor SWPPP training log (if batch plant operation is being conducted),
- Contractor NOT (once the project is complete and the NOT is submitted),
- Contractor Concrete or Asphalt Batch Plant sampling records (if batch plant operation is being conducted),
- Government Certification of SWPPP,
- Government NOI (if applicable),
- Secondary Operator (Government) Construction Site Notice,
- Contractor and the Government (if applicable) storm water discharge permits after receipt from the regulatory agency.

**A copy of each of the following shall be maintained in accordance with USACE requirements.**

- Contractor NOT (append a blank form in the SWPPP to be completed once project is finished and approved by the USACE AOCO),
- Contractor SWPPP Revision Log,
- The SWPPP shall contain label tabs or similar to clearly identify each item/section of the SWPPP,
- The SWPPP shall be retained at the project site at all times,
- A spill response action guide (i.e., TCEQ issued RG-285 and installation guide),
- Contractor SWPPP/BMP training log,
- Certification or Notification for a Drinking Water Well and/or Septic Sanitary Sewer System (if applicable).

**The Contractor shall post the following near the main entrance of each construction access point.**

- Primary Operator (Contractor) Construction Site Notice,
- Secondary Operator (USACE) Construction Site Notice,
- NOI (Contractor),
- NOI (USACE, if applicable),
- Contractor Storm Water Permit authorization letter,
- USACE Storm Water Permit authorization letter (if applicable).

All records pertaining to the Storm Water Permit for discharging water associated with construction site activities shall be maintained, by the construction Contractor, for a minimum of three (3) years from the date that a Notice of Termination (NOT) is submitted to the regulatory agency. See Part VI of the TXR150000 Construction General Permit.

#### 9.1.2 Storm Water Discharge General Permit Fees And Fines For Non-Compliance

The Contractor shall be responsible for the initial Contractor storm water discharge permit NOI fee and any subsequent annual permit fees during construction (if required per the applicable state Construction Storm Water General Permit). In addition, if a batch plant is on-site, the Contractor is responsible to obtain samples of surface water discharged at the batch plant. A water sample for water quality analysis shall be analyzed by a state accredited laboratory and data shall be submitted to the regulatory agency for the batch plant operation as required by applicable permit regulations.

Any fines levied by regulatory agency regarding non-compliance with TPDES TXR150000 Construction General Permit shall be the Contractor's responsibility.

#### 9.1.3 Regulatory Inspector Visits

If the regulatory agency inspector visits the job site, the workers shall notify the Contractor Designated Storm Water Inspector immediately. The Contractor's Designated Inspector shall contact the USACE AOCO immediately and both of them shall accompany the regulatory agency inspector to walk the construction site. The Contractor's Designated Inspector shall brief workers daily on the BMP and the SWPPP, logistics of a regulatory agency inspector site visit, and avoid having an unattended regulatory agency inspector on the job site. The Designated Inspector shall assign a responsible person in his/her absence to oversight the logistic of regulatory agency inspector site visit.

### 9.2 NOTICE OF TERMINATION (NOT) /COMPLETION REPORT

Notice of Termination (NOT) is applicable for construction activities that submit an NOI. If applicable, the regulatory agency will automatically send the annual storm water permit payment notice if a NOT is not received in the data base before a set date each year. The Contractor is responsible to pay any annual fee on a construction storm water discharge permit.

At establishment of final stabilization, the Contractor shall have USACE AOCO approve the project's final stabilization as well as remove sediment and BMP sediment controls, obtain pictures of the permanently stabilized site and removal of BMP controls, and written approval from USACE AOCO. The Contractor shall prepare a NOT and submit his/her own NOT to the appropriate regulatory agency and any other applicable contacts (i.e., MS4s, cities identified in the SWPPP, etc.). The Contractor shall provide two (2) copies of the filed NOT and site photos to the USACE AOCO. The AOCO shall retain a copy of the NOT as project closure documentation and

forward the other copy of NOT and photos to CESWF-PER-EE.

For all other construction activities (i.e., ones that do not require a filing of an NOT), the Contractor shall file the proper documentation to the regulatory agency and any other applicable contact (i.e., MS4s, cities identified in the SWPPP, etc.) as described in the TXR150000 Construction General Permit. A copy of this document submittal shall be provided to the USACE AOCO. The AOCO shall retain a copy of the documents sent to the regulatory agency and other applicable contacts as project closure documentation and forward a copy of all the documents and photos to CESWF-PER-EE.

The Contractor is responsible for fines due to non-compliance with closure documentation for the construction activity storm water discharge permit.

### 9.3 NOTIFICATION TO MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

**NOTE: Modify this paragraph to fit the project's location.  
Include the appropriate MS4 contact information and delete the  
ones that do not apply.**

A copy of NOI (for large construction site), a copy of the Notice of Change (NOC; if changes occurred after initial NOI is sent to the regulatory agency), and NOT shall be sent by the Contractor to all MS4s and any other applicable contacts (i.e., cities referred to in the SWPPP, etc.).

For small construction activities, the Contractor shall notify the MS4s and any other applicable contacts (i.e., cities referred to in the SWPPP, etc.) in the project area by submitting of a copy of the Small Construction Site Notice.

[ **NOTES: Determine the MS4 notification requirement with user's environmental office. Delete if not applicable to the project site.**

The MS4 person of contact (POC), mailing address, and phone for this project is [\_\_\_\_\_].]

[ **NOTES: MS4 notification for construction activities located at Fort Bliss. Delete if it is not applicable to the project site.**

Directorate of Public Works  
Master Planning  
Attn: IMBL-PWM (Bldg. 777)  
Pleasanton and Chaffee Roads  
Fort Bliss, TX 79916  
915-568-2757, 5949, or 5933

El Paso, Texas  
Planning and Inspections  
801 Texas Avenue  
El Paso, TX 79901  
915-212-0104/212-0083/212-0086

-- End of Section --

# NPDES Industrial Storm Water Worksheet (Construction)

<u><b>National Database Information</b></u>			<u><b>General</b></u>		
Inspection Type			Inspector Name		
NPDES ID Number			Telephone		
Inspection Date			Entry Time		
Inspector Type (circle one)	EPA	State	EPA Oversight	Exit Time	
Facility Type (circle one)	Commercial /Industrial	Residential	Municipal	Signature	
<u><b>Facility Location Information</b></u>					
Name/Location/ Mailing Address					
GPS Coordinates	Latitude		Longitude		
Receiving Water(s)					
Disturbed Area		Start Date		Stop Date	
<u><b>Contact Information</b></u>					
	Name(s)			Telephone	
Name(s) and Role(s) of All Parties Meeting the Definition of Operator					
Facility Contact					
Authorized Official(s)					
<u><b>Site Information:</b></u> (circle all that apply)					
Nature of Project	Residential	Commercial/ Industrial	Roadway	Private	Federal
State/ Municipal	Other				
Construction Stage	Clearing/ Grubbing	Rough Grading	Infrastructure	Building Const.	Final Grading
					Final Stabilization
<u><b>Basic Permit Information</b></u>			<u><b>Basic SWPPP Information</b></u>		
Permit Coverage <i>ESO Element 3 &amp; 4</i>	Y	N	SWPPP Prepared & Available <i>ESO Element 5 &amp; 30</i>	Y	N
Permit Type	General	Individual	SWPPP Contents Satisfactory <i>ESO Elements 5 - 31</i>	Y	N
Permit notice/sign visibly posted including: copy of NOI, contact name & phone number, location of SWPPP <i>ESO Element 41</i>	Y	N	SWPPP Implementation Satisfactory <i>ESO Elements 32 - 48</i>	Y	N
NOI Date			SWPPP Date		

If applicable, is waiver certifi-  
cation & approval on file?

Y                    N

Intentionally left blank

## NPDES Industrial Storm Water Worksheet (Construction)

### SWPPP Review (can be completed in office)

<u>General</u>	<u>Notes:</u>	
Is there a SWPPP? <i>ESO Element 5</i>	Y	N
SWPPP completed prior to NOI submission? <i>ESO Element 6</i>	Y	N
Copy of permit language? <i>ESO Element 25</i>	Y	N
Is SWPPP consistent with state/tribal/local regulations and permits? <i>ESO Element 26</i>	Y	N
SWPPP updated to incorporate changes to State, Tribal, Local erosion plans? <i>ESO Element 27</i>	Y	N
Have copies of inspection reports/all other documentation been retained as part of the SWPPP for 3 years from date permit coverage expires? <i>ESO Element 28</i>	Y	N
Is a copy of the SWPPP on site or made available? <i>ESO Element 30</i>	Y	N
Did all "operators" sign/certify the SWPPP? <i>ESO Element 31</i>	Y	N

<u>Site Description</u>	<u>Notes:</u>	
SWPPP identifies potential sources of pollution? <i>ESO Element 7</i>	Y	N
SWPPP identifies all operators and their areas of control? <i>ESO Element 8</i>	Y	N
Is there a site description? <i>ESO Element 9</i>	Y	N
Nature/sequence of construction activity? <i>ESO Element 9A - 9B</i>	Y	N
Total area of site and total area to be disturbed? <i>ESO Element 9C</i>	Y	N
Is there a general location map? <i>ESO Element 9D</i>	Y	N
Is there a site map? <i>ESO Element 9E</i>	Y	N

## NPDES Industrial Storm Water Worksheet (Construction)

<b>Site Description (cont'd)</b>	<b>Notes:</b>		
Drainage patterns/outfalls on site map? <i>ESO Element 9F</i>	Y	N	
Area of soil disturbance on site map? <i>ESO Element 9F</i>	Y	N	
Location of major structural controls on site map? <i>ESO Element 9F</i>	Y	N	
Location of storm water discharges to a surface water on site map? <i>ESO Element 9F</i>	Y	N	
Location of materials or equipment storage on site map (on-site or off-site)? <i>ESO Element 9F</i>	Y	N	
Location/description industrial activities? <i>ESO Element 9G</i>	Y	N	
Name of Receiving water(s) or MS4 listed?	Y	N	<i>Note: Indicate whether receiving water is 303(d) listed.</i>
Does the SWPPP include dates of major grading activities, temporary/permanent construction cessation, and initiation of stabilization practices? <i>ESO Element 14</i>	Y	N	
Endangered Species Documentation? <i>ESO Element 23</i>	Y	N	
<b>Controls to Reduce Pollutants</b>	<b>Notes:</b>		
Does the SWPPP include a description of all pollution control measures (BMPs) that will be implemented to control pollutants in storm water discharges, including sequence and which operator responsible for implementation? <i>ESO Element 10 A - C</i>	Y	N	
Does the SWPPP include a description of interim and permanent <i>stabilization practices</i> (e.g., seeding, mulching, riprap for the site)? <i>ESO Element 11; 12</i>	Y	N	

## NPDES Industrial Storm Water Worksheet (Construction)

Controls to Reduce Pollutants (cont'd)			Notes:
Does the SWPPP identify the contractor(s) and timing by which <i>stabilization practices</i> will be implemented? <i>ESO Element 13</i>	Y	N	
Does the SWPPP include a description of <i>structural practices</i> (e.g., vehicle track-out, silt fences, sediment traps, storm drain inlet protection) for the site? <i>ESO Element 15</i>	Y	N	
Does the SWPPP identify the contractor(s) and timing by which <i>structural practices</i> will be implemented? <i>ESO Element 10B - 10C</i>	Y	N	
Does the SWPPP identify storm water management measures to address storm water runoff once the construction is completed (e.g., retention ponds, velocity dissipation controls)? <i>ESO Element 16</i>	Y	N	
Does SWPPP describe measures to prevent discharge of dredge/fill materials to waters of the U.S.? Does site have 404 permit? <i>ESO Element 17</i>	Y	N	
Does SWPPP describe measures to minimize off-site vehicle tracking and generation of dust? <i>ESO Element 18</i>	Y	N	
Does SWPPP describe controls for pollutants from storage of construction or waste materials? <i>ESO Element 19</i>	Y	N	
Does the SWPPP describe controls for pollutants from non-construction activities? <i>ESO Element 20</i>	Y	N	
Does SWPPP identify allowable non-storm water discharges? <i>ESO Element 21</i>	Y	N	
Does SWPPP ensure implementation of pollution prevention measures for non-storm water discharges? <i>ESO Element 22</i>	Y	N	
Is SWPPP revised when BMPs added/modified within 7 days after inspection reveals problems? <i>ESO Element 29</i>	Y	N	

## NPDES Industrial Storm Water Worksheet (Construction)

<b>Inspections</b>			<b>Notes:</b>
Inspections performed once every 7 days, or every 14 days within 24 hours of a rain event greater 0.5"?	Y	N	
<i>ESO Element 32</i>			
Inspections performed by qualified personnel?	Y	N	
<i>ESO Element 33</i>			
All disturbed areas and/or used for storage and exposed to rain inspected?	Y	N	
<i>ESO Element 34</i>			
All pollution control measures inspected to ensure proper operation?	Y	N	
<i>ESO Element 35</i>			
All discharge locations inspected if accessible, or if not accessible, are nearby downstream locations inspected?	Y	N	
<i>ESO Element 36; 37</i>			
Entrance/exit inspected for off-site tracking?	Y	N	
<i>ESO Element 38</i>			
Inspection report contain all required items and certified?	Y	N	
<i>ESO Element 39; 40</i>			

### Notes on SWPPP Review

**Site Description:**

## NPDES Industrial Storm Water Worksheet (Construction)

### SWPPP Implementation (complete in field)

<u><b>Stabilization Practices</b></u>	
<b>List and describe stabilization practices</b> <i>ESO Element 43, 48</i>	(e.g., seeding, mulching, geotextiles, sod stabilization)
<b>Are stabilization measures initiated no more than 14 days after temporary or permanent construction cessation?</b> <i>ESO Element 46</i>	(e.g., indicate "yes" or "no"; if "yes", how long without stabilization measures?)

## NPDES Industrial Storm Water Worksheet (Construction)

<b>Structural Practices</b>	
<b>List and describe structural controls</b> <i>ESO Element 42, 43, 47</i>	(e.g., silt fences, hay bales, storm drain inlet protection, sedimentation pond, rip rap, check dam, diversion structure, off-site vehicle track-out)
<b>Non-Structural Practices</b>	
<b>Street Cleaning</b> <i>ESO Element 44</i>	(e.g., describe measures taken to remove offsite accumulation of sediment)
<b>Good Housekeeping &amp; Waste Disposal Practices</b> <i>ESO Element 45</i>	(e.g., describe measures taken to prevent litter and debris from becoming a pollutant source)

## NPDES Industrial Storm Water Worksheet (Construction)

<u>Non-Structural Practices (cont'd)</u>	
<p><b>Equipment Wash/ Maintenance Area</b> <i>ESO Elements 43</i></p>	<p><i>(provide brief description)</i></p>
<p><b>Concrete Washout Areas</b> <i>ESO Elements 43</i></p>	<p><i>(provide brief description)</i></p>
<u>Miscellaneous</u>	
<p><b>Evidence of Sediment Deposition to Surface Waters</b>   <small>*ESO Eligibility - if "yes," site not eligible for ESO</small></p>	<p><i>(e.g., significant turbidity observed in a receiving water body)</i></p>
<p><b>Pollution prevention measures for non- storm water discharges?</b>   <small>*ESO Eligibility - If evidence of non-allowable non-storm water discharges, site not eligible for ESO</small></p>	<p><i>(provide brief description and determine whether/if non-storm water discharges allowable)</i></p>

## NPDES Industrial Storm Water Worksheet (Construction)

### Miscellaneous (cont'd)

**Has implementation  
of  
additional/modified  
BMPs been  
completed before  
next anticipated  
storm event?**  
*ESO Element 43.C.1*

*(provide brief description)*

### Notes on SWPPP Implementation

## NPDES Industrial Storm Water Worksheet (Construction)

### Photograph Log

1.

\*Insert additional rows as needed

**Texas Commission on Environmental Quality**

**CHECKLIST WORKSHEET**

**CONSTRUCTION CCI FOR LARGE SITES**

Reg Ent Name : \_\_\_\_\_

Date : \_\_\_\_\_

Add ID \_\_\_\_\_

Investigator Name \_\_\_\_\_

Item No.	Description	Answer	Citations	Notes
1	Is the SWP3 readily available or available on-site? CGP Part II, Section D(3)(a)		281.25(a)(4)	
2	Was the SWP3 (for entire site or portions of site represented by the operator) completed and implemented prior to beginning construction? CGP Part II, Section D(3)(f)		281.25(a)(4)	
3	Was a NOI submitted prior to TCEQ at least 2 days prior to starting construction? CGP Part II, Section D(3)(b)		281.25(a)(4)	
4	Is the NOI posted at a location that is readily available and maintained until construction is completed? CGP Part II, Section D(3)(c)		281.25(a)(4)	
5	Was a signed copy of the NOI submitted to the operator of any MS4 receiving the discharge 2 days prior to construction? CGP Part II, Section D(3)(e)		281.25(a)(4)	
	SHARED SWP3			
1	Is there a shared SWP3? CGP Part III, Section A(1)			
2	Are there permit authorization numbers or the NOI dates if authorization numbers not received? CGP Part III, Section A(1)		281.25(a)(4)	
3	Are responsibilities for each of the operators clearly described? CGP Part III, Section A(2)		281.25(a)(4)	
	PLAN REVIEW AND MAKING PLANS AVAILABLE			
1	Is the SWP3 retained on site? If inactive or no storage location, does the notice describe SWP3 location? CGP Part III, Section D(1)		281.25(a)(4)	
2	If large construction, is a notice posted near the main entrance? If linear construction, is the notice posted where it is accessible to the public near where construction is actively underway? CGP Part III, Section D(2)		281.25(a)(4)	
3	Does the notice contain the following: TPDES general permit number or copy of NOI, name and phone number for an operator representative, description of the project, and SWP3 location? CGP Part III, Section D(2)		281.25(a)(4)	
	KEEPING PLANS CURRENT			
1	Was the SWP3 revised due to a change in: design, construction, operation or maintenance that had a significant effect on discharge of pollutants? CGP Part III, Section E(1)		281.25(a)(4)	

2	Was the SWP3 revised as a result of inspection or investigation results by authorized personnel that determined that it was ineffective in minimizing discharged pollutants? CGP Part III, Section E(2)		281.25(a)(4)	
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## CHECKLIST WORKSHEET

CONSTRUCTION CCI FOR SMALL SITES

Reg Ent Name : \_\_\_\_\_

Date : \_\_\_\_\_

Add ID \_\_\_\_\_

Investigator Name \_\_\_\_\_

Item No.	Description	Answer	Citations	Notes
	<b>SMALL CONSTRUCTION ACTIVITIES DESCRIBED in PART II, SECTION D(1)</b>			
1	Does construction activity occur in a county listed in Appendix A? CGP Part II, Section D(1)(a) If yes, proceed to the following questions...			
2	Is the construction activity initiated and completed (including either final or temporary stabilization of all disturbed areas) within the time frame identified in Appendix A? CGP Part II, Section D(1)(b)		281.25(a)(4)	
3	Is all temporary stabilization maintained to effectively reduce/prohibit erosion and final stabilization completed no later than 30 days after the end date designated in Appendix A? CGP Part II, Section D(1)(c)		281.25(a)(4)	
4	Did the permittee sign a completed construction site notice with certification statement? CGP Part II, Section D(1)(d)		281.25(a)(4)	
5	Is a signed copy of the construction site notice posted at the construction site? CGP Part II, Section D(1)(e)		281.25(a)(4)	
6	Was a signed and certified construction site notice submitted to the operator of any MS4 receiving the discharge 2 days prior to construction? CGP Part II, Section D(1)(f)		281.25(a)(4)	
7	Are supporting concrete/asphalt batch plants authorized for storm water or non-storm water discharges under an individual TPDES permit, another TPDES general permit, or an individual TCEQ permit where these discharges are disposed of by evaporation or irrigation? CGP Part II, Section D(1)(g)		281.25(a)(4)	
	<b>SMALL CONSTRUCTION ACTIVITIES NOT DESCRIBED in PART II, SECTION D(1)</b>			
1	Is the SWP3 readily available or available on-site? CGP Part II, Section D(2)(a)		281.25(a)(4)	
2	Is the construction site notice signed and posted? CGP Part II, Section D(2)(b,c)		281.25(a)(4)	
3	Was a signed and certified construction site notice submitted to the operator of any MS4 receiving the discharge 2 days prior to construction? CGP Part II, Section D(2)(d)		281.25(a)(4)	
	<b>SMALL CONSTRUCTION ACTIVITIES (1-5 ACRES) DESCRIBED IN CGP PART II, SECTION F</b>			
1	Is the calculated rainfall erosivity R factor for the entire period of construction <5? CGP Part II, Section F(1)(a) If yes, proceed to the following...			

## Texas Commission on Environmental Quality

2	Did the operator submit a signed waiver certification form to the TCEQ at least 2 days before construction begins certifying that the construction will commence and be completed within a period when the R factor is <5? CGP Part II, Section F(b,c)		281.25(a)(4)	
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## CHECKLIST WORKSHEET

CONSTRUCTION CCI FOR SMALL SITES (Cont)

3	Did the construction activity extend beyond the approved waiver period? If yes, proceed to the following question...			
4	Was the R factor (<5) recalculated according to the additional time of the construction activity and was a new waiver submitted, or was authorization obtained under the general permit? (at least 2 days before the end of the original waiver period) CGP Part II, Sections F(3)(a-b)		281.25(a)(4)	

## CHECKLIST WORKSHEET

CONSTRUCTION SWP3 CHECKLIST

Reg Ent Name : \_\_\_\_\_

Date : \_\_\_\_\_

Add ID \_\_\_\_\_

Investigator Name \_\_\_\_\_

Item No.	Description	Answer	Citations	Notes
	<b>SITE DESCRIPTION</b>			
1	Does the SWP3 include a description of the nature of the construction activity? CGP Part III, Section F(1)(a)		281.25(a)(4)	
2	Does the SWP3 identify any potential pollutants and sources? CGP Part III, Section F(1)(a)		281.25(a)(4)	
3	Does the SWP3 include a description of the intended schedule/sequence of construction activities? CGP Part III, Section F(1)(b)		281.25(a)(4)	
4	Does the SWP3 include the total number of acres of the entire property and total acres where construction activity will occur? (including off-site material storage areas, overburden and stockpiles of dirt, borrow areas)? CGP part III, Section F(1)(c)		281.25(a)(4)	
5	Does the SWP3 include data describing the soil or quality of any discharge from the site? CGP Part III, Section F(1)(d)		281.25(a)(4)	
6	Does the SWP3 include a map showing the general location of the site (city/county map)? CGP Part III, Section F(1)(e)		281.25(a)(4)	
7	Does the SWP3 include a site map? CGP Part III, Section F(1)(f)		281.25(a)(4)	
8	Does the site map include: drainage patterns and approximate slopes anticipated after major grading? areas of soil disturbance? locations of all major structural controls either planned or in place? location of planned stabilization practices? locations of off-site material, waste, borrow, fill, or equipment storage areas? surface waters adjacent to or in close proximity to the site? locations of storm water discharges from the site directly to a surface water body? CGP Part III, Section F(i)-(h)		281.25(a)(4)	
9	Does the SWP3 include the location and description of on-site support asphalt/concrete plants? CGP Part III, Section F(1)(g)		281.25(a)(4)	
10	Does the SWP3 include the name of the receiving waters? CGP Part III, Section F(1)(h)		281.25(a)(4)	
11	Does the SWP3 include a copy of the general construction permit? CGP Part III, Section F(1)(i)		281.25(a)(4)	
	<b>EROSION AND SEDIMENT CONTROLS</b>			
1	Are erosion and sediment controls designed to retain sediment on-site? CGP Part III, Section F(2)(a)(i)		281.25(a)(4)	

## Texas Commission on Environmental Quality

2	Are control measures properly selected, installed, and maintained according to the manufacturer's or designer's specifications? Was a control replaced or modified if deemed as damaged, performing inadequately, or used incorrectly? CGP Part III, Section F(2)(a)(ii)		281.25(a)(4)	
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## CHECKLIST WORKSHEET

CONSTRUCTION SWP3 CHECKLIST (Cont.)

3	Is sediment removed from sediment traps/sedimentation ponds before design capacity is reduced by 50%? CGP Part III, Section F(2)(a)(iii)		281.25(a)(4)	
4	Are accumulations of sediment (if escaping the site) removed at a frequency to minimize further negative effects and prior to the next rain event (when feasible)? CGP Part III, Section F(2)(a)(iv)		281.25(a)(4)	
5	Are controls developed to limit offsite transport of litter, construction debris, and construction materials? CGP Part III, Section F(2)(a)(v)		281.25(a)(4)	
	<b>STABILIZATION PRACTICES</b>			
1	Does the SWP3 include a description of the interim and permanent stabilization practices, to include a schedule of implementation. GCP Part III, Section F(2)(b)		281.25(a)(4)	
2	Are the following records maintained or referenced in the SWP3: dates of major grading activities? dates when construction activities temporarily or permanently cease on a portion of the site? dates when stabilization measures are initiated? CGP Part III, Section F(2)(b)(ii)(a-c)		281.25(a)(4)	
3	Are stabilization measures initiated no more than 14 days in portions of the site where construction has temporarily or permanently ceased (excluding situations listed in CGP Part II, Section F(2)(b)(iii)(a-c)? CGP Part III, Section F(2)(b)(iii)		281.25(a)(4)	
	<b>STRUCTURAL CONTROL PRACTICES</b>			
1	Does the SWP3 include a description of structural controls used to divert flows away from exposed soils, limit contact with disturbed areas and lessen off-site transport of eroded soils? CGP Part III, Section F(3)		281.25(a)(4)	
2	For disturbed areas of 10 acres or more, were sedimentation basin(s) constructed to contain a 2-year, 24-hour storm event or provide 3,600 cubic feet of storage per acre drained? If sedimentations were not feasible, were equivalent measures implemented for down slope boundaries? CGP Part III, Section F(3)(a)		281.25(a)(4)	
3	Were adequate control measures implemented for disturbed areas less than 10 acres (may include sediment basins, silt fences, vegetation buffer strips, etc.) for down slope boundaries. CGP Part III, Section F(3)(b)		281.25(a)(4)	
	<b>PERMANENT STORM WATER CONTROLS</b>			
1	Does the SWP3 include a description of permanent pollution control measures for post construction storm water discharges? CGP Part III, Section F(4)		281.25(a)(4)	
	<b>OTHER CONTROLS</b>			
1	Are offsite vehicle tracking of sediments and dust generation minimized? CGP Part III, Section F(5)(a)		281.25(a)(4)	
2	Does the SWP3 include a description of construction and waste materials to be stored on site and controls for reducing pollutants from these materials? CGP Part III, Section F(5)(b)		281.25(a)(4)	

## CHECKLIST WORKSHEET

CONSTRUCTION SWP3 CHECKLIST (Cont.)

3	Does the SWP3 include a description of pollution sources from non-construction areas such as asphalt and concrete plants, with control measures to minimized pollutant discharges? CGP Part III, Section F(5)(c)		281.25(a)(4)	
4	Are velocity dissipation devices located at discharge locations and along the length of any outfall channel? CGP Part III, Section F(5)(d)		281.25(a)(4)	
<b>APPROVED STATE AND LOCAL PLANS</b>				
1	Is the SWP3 consistent with federal, state, or local requirements for sediment/erosion site plans and site permits or storm water management site plans and site permits? CGP Part III, Section F(6)(a)		281.25(a)(4)	
2	Has the SWP3 been updated to remain consistent with changes in sediment erosion site plans, etc. by state or local officials, when given written notice? CGP Part III, Section F96)(b)		281.25(a)(4)	
<b>MAINTENANCE</b>				
1	Are identified BMPs maintained in an effective operating condition according to CGP Part III, Section F(7)? CGP Part III, Section F(7)		281.25(a)(4)	
<b>INSPECTION OF CONTROLS</b>				
1	Are inspections conducted at least once every 14 days and within 24 hours of the end of a storm event of 0.5 inches or greater or once every 7 days in the following areas: disturbed areas of the construction site that have not been finally stabilized, areas used for storage of materials that are exposed to precipitation, structural controls, sediment and erosion controls, and locations where vehicles enter or exit the site? CGP Part III, Section F(8)(a)		281.25(a)(4)	
2	Are representative inspections conducted at least once every 14 days and within 24 hours of the end of a storm event of 0.5 inches or greater or every 7 days for utility line installation, pipeline construction, and other long, narrow, linear construction? CGP Part III, Section F(8)(b)		281.25(a)(4)	
3	Is the SWP3 revised as a result of inspection findings which indicate the need for maintenance or addition of bmps within 7 days following the inspections (including a mbp implementation schedule prior to the next storm event or as soon as practical)? CGP Part III, Section F(8)(c)		281.25(a)(4)	
4	Does the inspection report include: the scope of the inspection? name(s) and qualifications of personnel conducting the inspection? dates of the inspections? description of corrective actions taken as a result of inspections? identify instances of non-compliance? certification of report if no instances of non-compliance are found? meet signatory requirements? CGP Part III, Section F(8)(d)		281.25(a)(4)	
<b>NON-STORM WATER DISCHARGES</b>				
1	Does the SWP3 identify all authorized non-storm water discharges? CGP Part III, Section F(9)		281.25(a)(4)	
2	Are appropriate pollution prevention measures implemented for eligible non-storm water components of the discharge? CGP Part III, Section F(9)		281.25(a)(4)	
<b>CONCRETE BATCH PLANTS NUMERIC EFFLUENT LIMITATIONS</b>				

## CHECKLIST WORKSHEET

CONSTRUCTION SWP3 CHECKLIST (Cont)

1	Are numeric effluent limitations monitored once/year for TSS, oil and grease, and pH? CGP Part IV, Section A		281.25(a)(4)	
2	Are the monitoring results in compliance with the numeric effluent limitations?		281.25(a)(4)	
3	Is the monitoring conducted and results recorded on a DMR for within the appropriate time frames? CGP Part IV, Section A		281.25(a)(4)	
	RECORDS			
1	Are records retained a minimum of 3 years from the date of the NOT? For activities not required to submit a NOT, are records retained 3 years from the date final stabilization has been achieved on all portions of the site that is the responsibility of the permittee or another permitted operator has assumed control according to overall areas of the site that have not been finally stabilized? CGP Part V		281.25(a)(4)	

**CHECKLIST WORKSHEET**

**CONSTRUCTION SWP3 CHECKLIST**

STORM WATER POLLUTION PREVENTION PLAN (New Mexico)

PART 1 GENERAL

**NOTES FOR DESIGNER:** *Edit this section to provide guideline for Storm Water Pollution Prevention requirements for design-bid-build project that has total disturbed area of one (1) or more acre. The edited section will direct construction contractor to submit a pre-construction and operation specific SWPPP.*

**NOTES FOR DESIGNER:** *Prepare pre-construction operation specific SWPPP to be implemented at the job site by a designated and qualified representative.*

1.1 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. When providing a resubmittal to address Government review comments, the Contractor shall include annotated comment responses along with the resubmitted SWPPP (in its entirety). The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Storm Water Pollution Prevention Plan (SWPPP or SWP3);G

The construction Contractor site specific SWPPP shall prevent erosion, sediment loss from the construction site, and erosion down gradient of the developed property. To the maximum extent possible, the SWPPP shall (a) limit the area of disturbance to minimize soil loss and prevent the discharge of water quality impaired water from the construction site and (b) incorporate staged stabilization measures as work progresses throughout the duration of the project. The Contractor shall use the current forms (e.g., NOI, NOT, NOC, etc.) required by the NPDES General Permit for Storm water Discharges From Construction Activities January 8, 2009. Additionally, the Contractor shall maintain compliance with the Construction General Permit at all times (even when the Construction General Permit is revised by the issuing agency).

**The following summarizes some of the requirements that need to be implemented into the SWPPP as required by the NPDES General Permit.**

- (1) The SWPPP shall comprise of three (3) major parts:
  - (a) narrative,
  - (b) drawings depicting structural and non-structural best management practices (BMPs), and

(c) permit required documentation (attachments and worksheets) for record-keeping.

(2) The Contractor site specific SWPPP shall consider the phasing of project tasks with the timing of BMPs and construction activities. Additionally, the Contractor site specific SWPPP shall consider the diversion of storm water run-on onto the disturbed portions of the project site, including limiting the area of exposed soil, and retention of sediments from escaping the exposed portion of the site.

(3) The contract drawings depict recommended or suggested BMP types and locations. Any additional BMPs or modifications to the BMPs throughout the project need to be depicted on the drawings included in the SWPPP as well as the text within the SWPPP.

(4) During construction (after Government approval of construction operation SWPPP), SWPPP or BMP revision is required when site conditions change and when situations arise that may cause potential permit non-compliance. The SWPPP or BMP revision shall be initiated when requested by the Area Office Contracting Officer (AOCO) or as deemed necessary following an inspection conducted by the Contractor designated inspector.

(5) The NOI shall be separately submitted to all required parties by the construction Contractor and the Government as co-operators of the construction site.

(6) The Contractor shall sign the Certification of SWPPP, the delegation letter of signatory authorization, the NOI, and the Notice of Termination (NOT) as required by the NPDES General Permit.

(7) The SWPPP must contain a list of regulated materials and construction materials and products, their location, and methods of containment for each product.

(8) The SWPPP must contain a list of wastes, their location, and method of containment.

(9) The SWPPP shall implement procedures that prevent post construction erosion from occurring. Some examples include the use of Scour Stop or equal as velocity dissipaters or the placement of composite fiber turf reinforcement mats at down gradient channels.

(10) The following shall be depicted in the SWPPP drawings.

(a) Location of fuel storage tank and/or fuel transfer points

(b) Location of batch plant (if applicable) and drainage features

The following summarizes some of what is needed to be implemented into the SWPPP as required by the Government.

- (1) The SWPPP drawings shall be prepared on site grading plans. The drawings shall include four phases or stages of Best Management Practices (BMP) structures layout:
  - (a) initial BMP layout at site prior to clearing and grubbing,
  - (b) interim BMP layout during grading activities,
  - (c) temporary stabilization method and locations, and
  - (d) final stabilization method and locations of application.

Notes on timing controls and activities shall be described on the SWPPP drawings.

- (2) The SWPPP shall be prepared by a registered professional engineer, a Certified Professional in Erosion and Sediment Control (CPESC), or a licensed landscape architect who has experience with the applicable construction storm water permit as well as the use of sediment and erosion control best management practices (BMPs).

- (3) The Contractor designated inspector and any person responsible for maintaining SWPPP compliance with the applicable storm water permit and permit required activities shall attend training on storm water erosion and sediment control compliance/inspections provided by the EPA, state, or vendors (e.g., [www.ieca.org](http://www.ieca.org), [www.teex.org](http://www.teex.org), [www.stormwatercenter.org](http://www.stormwatercenter.org), etc.). The inspector shall provide training certificates from accredited vendors confirming course completion. Documented experience that deals with maintaining compliance with the applicable Construction Storm Water Permit may be substituted for the above mentioned training. Documented experience must be attached to the SWPPP.

- (4) The person responsible for maintaining the SWPPP shall provide briefing on the approved Construction Operation SWPPP to all on-site workers.

- (5) The SWPPP shall not be submitted to the Government unless it has been verified to meet the requirements of the applicable state Construction Storm Water Permit. Prior to submitting the Notice of Intent (NOI) (if required per the applicable state Construction Storm Water permit) to all required parties, the construction operation SWPPP shall be approved by the Government.

- (6) The SWPPP must contain the Safety Data Sheets SDS for each material on-site or provide a reference in the SWPPP on where the sheets can be found at the project site.

- (7) The SWPPP must contain a list and identify the location and method of containment for each type of waste that is to be recycled during the project.

- (8) The following shall be depicted on the SWPPP drawings.

- (a) A statement that verifies an emergency spill clean-up kit and spill containment device is at fuel transfer points at all times.

(b) A statement that verifies fuel tanks or fueling trucks have overfill protection devices.

(c) Construction details for all BMPs used on the construction site (e.g., BMPs for the fuel storage areas, concrete wash-out pit, borrow area, batch plant, stabilized construction access, etc.)

(9) Include a copy of this Section.

#### SD-11 Closeout Submittal

##### Notice of Termination; G; PER-EE

If a NOI has been submitted, a copy of the original Notice of Termination (NOT) shall be submitted to the regulatory agency and to all required parties. Prior to submittal of the NOT, Contractor shall inspect the finished site with the Area Office Contracting Officer (AOCO) and obtain photographs to prove establishment of final soil stabilization and removal of BMP controls. A copy of NOT and photographs shall be provided to PER-EE through the AOCO. The construction Contractor shall retain all documents pertaining to Construction Storm Water Permit for at least three (3) years after NOT submittal.

#### 1.2 SUMMARY

The Contractor shall verify that the most current forms (e.g., NOI, NOC, NOT, etc.) are submitted with the SWPPP.

The Contractor shall not commence soil disturbance until approval of the site specific SWPPP is obtained from the Government along with the Government SWPPP certification, and Government NOI (if applicable). Additionally, all required waiting periods as described in the NPDES General Permit must also be met before soil disturbing activities may begin.

There is no separate payment for work required in this section.

##### 1.2.1 Site Operators, Responsibilities, and Shared SWPPP

Both the Government and the construction Contractor meet the definitions as operators for the construction activities and operate under a shared SWPPP that addresses the requirements of the NPDES General Permit.

The Government employs other operators and has ability to approve or disapprove changes to plans and specifications. When site conditions change, and the approved SWPPP does not meet storm water permit stipulations, Government will request the construction Contractor evaluate the BMP control structures or non-structural practices.

The Contractor has operational control over construction plans and specifications, including the ability to make modifications to plans and specifications. In addition, the Contractor has day-to-day control of field activities ensuring compliance with storm water permit. The Contractor prepares the construction and operation specific SWPPP and is responsible to establish, inspect, maintain, and rectify the BMPs and perform SWPPP revisions, as well as document Storm Water permit implementation records for the duration of the contract.

1.3 PROJECT IDENTIFICATION

PROJECT TITLE: [\_\_\_\_\_]

LOCATION: [\_\_\_\_\_] , New Mexico

1.4 PROJECT DESCRIPTION

**NOTES:** Provide a brief description of project site and associated construction activities (i.e. clearing and grubbing; grading; concrete and asphalt pavement; fencing; landscaping; describe project location; necessary site work and utility service lines; and demolition, recycling and disposal of regulated substances, etc.). Reference Civil Design Analysis and drawings for site info. Identify the total project area (acres) for the proposed construction and the existing demolition sites (reference NPDES General Permit for definition on total disturbed site). The total disturbed area includes number of acres where construction activities will occur, construction right-of-way, off-site material storage area, overburden and stockpiles of dirt, borrow area, spoil area, and laydown area. Construction support facilities are to be determined by the construction Contractor.

The scope of this project includes construction of new [\_\_\_\_\_] , [storm sewer,] [sanitary sewer,] [[\_\_\_\_\_] ,] [parking lots,] [access drives,] [sidewalks,] [lighting,] [security fence,] [communication system,] and[[\_\_\_\_\_] ,]. [In addition, this project shall include demolition of [\_\_\_\_\_] at [\_\_\_\_\_] .] The total project area of the new construction site includes [off-site material storage,] [overburden and stockpiled material,] [borrow areas,] is roughly [\_\_\_\_\_] acres. [The total project area of the remote demolition site is roughly [\_\_\_\_\_] acres]. The total disturbed area [including the new construction and remote demolition sites] in this contract is roughly [\_\_\_\_\_] .

1.5 BID OPTIONS AND PROJECT PHASING

There are [no] Bid Options for this project. [They are:

[\_\_\_\_\_]

[\_\_\_\_\_]]

[Project Phasing Activities include:

[\_\_\_\_\_]

[\_\_\_\_\_]]

1.6 STANDARD INDUSTRIAL CLASSIFICATION (SIC)

**NOTES:** SIC codes are obtained from the Standard Industrial Classification Manual published by Office of Management and Budget (OMB).

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***For construction activity permit, the primary and sometimes the secondary codes will be for the construction activity. The second through the fourth codes will generally relate to the ultimate use of the project. Use one (1) to maximum of four (4) codes as needed to adequately describe the project.***

[1521 General Contractors - Single Family Houses]

[1522 - General Contractors - Residential Buildings, other than Single Family (i.e., barracks)]

[1541 - General Contractors -Industrial Buildings and Warehouses]

[1542 - General Contractors - Non-Residential Building, other than Industrial Buildings and Warehouses (i.e., administrative buildings)]

[1611 - Highways and Street Construction, Except Elevated Highways]

[1623 - Water, Sewer, Pipeline, and Communications and Power Line Construction]

[1629 - Heavy Construction, Not Elsewhere Classified (i.e., athletic fields, cofferdams, dikes, boat docks, railroads, reservoirs, water or sewage treatment plant)]

[1771 - Concrete Work (includes asphalt; i.e., access drives and parking lots, culvert construction)]

[1794 - Excavation Work (include trenching and earth moving)]

[4581 - Airports, Flying Fields, and Airport Terminal Services]

[7033 - Recreational Vehicle Parks and Campsites]

[7538 - General Automotive Repair Shops]

[7699 - Repair Shops and Related Services, Not Elsewhere Classified (i.e., military equipment repair, machinery cleaning)]

[7999 - Amusement and Recreation Services, Not Elsewhere Classified (i.e., beaches, fishing piers, picnic grounds)]

[8062- General Medical and Surgical Hospitals]

[9711 - National Security (a general category for military facilities)]  
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1.7 LOCATION

**NOTES:** Provide a narrative of the project location, including street names or easily recognized landmarks. As a minimum, include the following: (1) project site street name and boundary streets, (2) latitude and longitude of the project center to the nearest 15 seconds, or (3) quarter, section, township, and range in which the project is located. Describe all disturbed areas, and off-site support functions and locations for proposed facilities and remote demolition sites.

The new facility project site is within the city boundary of [City name] and is in [COUNTY name]. The project site is bounded by [name all adjacent streets]. The new facility project center is located approximately at [\_\_] degrees [\_\_] minutes [\_\_] seconds latitude, [\_\_] degrees [\_\_] minutes [\_\_] seconds longitude. The physical address for the new facility is [\_\_]. The demolition site is bounded by [\_\_]. [The demolition site project center is approximately at [\_\_] latitude and [\_\_] longitude. The physical address of the demolition site is [\_\_].] [The project borrow and material disposal area is within the project boundary.] [The project borrow area is off-site at LAT [\_\_] and LONG [\_\_]. The project disposal area is off-site at LAT [\_\_] and [\_\_] LONG.]

1.8 RECEIVING WATERS

**NOTES:** Identify the body of water that receives site runoff. If it is a tributary to a major river, identify both the tributary and the river. If runoff is collected by a storm drainage system, identify the operator of the system (i.e., the name of the military installation or municipality, the creek adjacent or on site, MS4, the ultimate receiving water body, etc.)

The storm runoff from the new facility site flows [direction] [into new storm drain] [by sheet flow], then flows [direction] to [name of Creek] ultimately to [name of River] [name of Basin]. [The storm runoff from the demolition site flows [direction] [to storm drain] [by sheet flow], then flows [direction] to [\_\_].]]

PART 2 SITE DESCRIPTION

2.1 EXISTING CONDITIONS

**NOTES:** Describe current site conditions. Include information on drainage patterns and runoff coefficients. Also discuss the design storm frequencies used for runoff volume calculations. If the site is located adjacent to an existing industrial facility or in a community greater than 100,000 people, records of storm water quality near your site may be available. Include storm water quality records for the site (if it is available).

The site generally slopes from [north] [northwest] [northeast] [west] [east] [southwest] [southeast] [\_\_] to [north] [northwest] [northeast] [west] [east] [southwest] [southeast] [\_\_] with an average slope of [\_\_] percent.

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There are currently [no] [an existing] underground storm drainage facilities near the new facility site. Estimated existing runoff coefficients vary from [\_\_\_\_\_] to [\_\_\_\_\_]. Ten-year storm frequency and [\_\_\_\_\_] minutes duration with [\_\_\_\_\_] inches per hour intensity was used for the design of the storm drainage system. [There are currently [no] [an existing] underground storm drainage facilities at the demolition site. The demolition site generally slopes from [east] [south] to [north] [west] with an average slope of [\_\_\_\_\_] percent.]

## 2.2 FINAL CONDITIONS

**NOTES: *Describe site conditions and drainage upon completion of construction activities. Include estimates of future runoff coefficients. Describe features of the storm water system and storm water management (i.e., erosion control and velocity dissipation devices).***

Grades at the new facility site will not change significantly and is roughly about [\_\_\_\_\_] percent from [north] [northwest] [northeast] [\_\_\_\_\_] to [\_\_\_\_\_]. Completed facility site drainage will flow [into a new underground drainage system] [by sheet flow]. The grades surrounding the building is approximately [\_\_\_\_\_] percent grade. The new project site will have a [building,] [access roads,] [service drives,] [\_\_\_\_\_] [landscaping] [and turfing]. Estimated future runoff coefficients vary from [\_\_\_\_\_] to [\_\_\_\_\_].

## 2.3 CONSTRUCTION ACTIVITIES

The Contractor shall establish storm water BMP control structures prior to conducting site disturbing activities. The Contractor shall maintain temporary and permanent site stabilization at each portion of site.

The Contractor shall maintain a record of the START date of major construction site activities (i.e., clearing and grubbing, grading, trenching and excavation, dirt moving, etc.), the STOP date when construction activities cease on a portion of the site, and the START date of stabilization measures (such as sod, seeding with native seed, vegetative buffer strips, erosion control compost, turf reinforcement mat, SCOUR STOP, etc.). See SECTION 01 57 24.02 44 SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM for an example of a grading and stabilization log sheet.

## 2.4 SOILS DATA

The SWPPP narrative shall provide soils information of the proposed construction site. Possible sources of information are project soil reports, USDA soil survey data, and other published sources. Information can be found at <http://websoilsurvey.nrcs.usda.gov/>.

## 2.5 STORM WATER POLLUTION PREVENTION DRAWINGS

Each SWPPP drawing shall have a specific sheet number and title.

The following describes the items that need to be identified in the drawings of the SWPPP as required by the NPDES General Permit.

- (a) Direction(s) of storm water flow and approximate slopes anticipated after grading activities;
- (b) Areas of soil disturbance and areas that will not be disturbed (or a statement that all areas of the site will be disturbed unless otherwise noted);

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- (c) Locations of major structural and nonstructural BMPs identified in the SWPPP;
- (d) Locations where stabilization practices are expected to occur;
- (e) Locations of off-site material, waste, borrow or equipment storage areas;
- (f) Locations of all waters of the United States (including wetlands);
- (g) Locations where storm water discharges to a surface water; and
- (h) Areas where final stabilization has been accomplished and no further construction-phase permit requirements apply.
- (i) A general location map.

The following describes the items that need to be identified in the drawings of the SWPPP as required by the Government.

- (a) Existing site features and BMPs -- name of receiving waters (e.g., lake, stream, creek, river, unnamed tributary of named receiving stream, etc.), project site storm water discharge locations, existing storm grates, outfall protection devices, and BMPs.
- (b) Interim grading site drainage features and BMPs -- slopes with rough grading, limit of soil disturbance area, outline of areas not to be disturbed (e.g., vegetative buffer zones, cultural resources, wetlands, and areas of environmental concern), new storm grates, new drainage outfalls, and BMPs.
- (c) Areas to receive temporary stabilization. Methods of stabilization shall be identified along with the applicable specification for the stabilization (e.g., native seed mix at a certain application rate in lbs/sq-ft, etc.).
- (d) Areas to receive final stabilization. Methods of stabilization shall be identified along with the applicable specification for the stabilization (e.g., native seed mix at a certain application rate in lbs/sq-ft).
- (e) On-site and off-site material borrow areas, clean dirt disposal areas, and BMPs. Stabilized access roads, construction support activities and laydown areas (equipment, staging, parking, and storage areas) along with the BMPs.
- (f) Concrete or asphalt batch plant and BMP (if applicable).
- (g) BMP construction details for all erosion control and stabilization and sediment control BMPs (e.g., BMPs for the fuel storage areas, concrete wash-out pit, borrow area, batch plant, stabilized construction access, seeding type, silt fence, etc.)
- (h) EROSION AND SEDIMENT CONTROL PLAN I (demolition site)
- (i) EROSION AND SEDIMENT CONTROL PLAN II (existing site conditions depicting run-on flow diversion BMPs and run-off BMPs)
- (j) EROSION AND SEDIMENT CONTROL PLAN III (interim site grading conditions depicting run-off BMP, swales BMP, storm grates BMP, and temporary stabilization areas & method specification)

(k) EROSION AND SEDIMENT CONTROL PLAN IV (complete site grading conditions depicting run-off BMPs, swales BMPs, storm grates BMPs, and final stabilization areas and method specification)

(l) Notes on timing of controls of activities

PART 3 BEST MANAGEMENT PRACTICES (BMPS) - EROSION AND SEDIMENT CONTROLS

### 3.1 TEMPORARY STABILIZATION

Stabilization measures shall be in conformance with NPDES General Permit Part 1.H Erosion Control and Stabilization.

The Contractor shall provide all necessary labor, services, equipment, materials (e.g., fertilizer) to obtain, transport, apply, and maintain the temporary stabilized area until final stabilization is performed.

Some examples of acceptable methods for temporary stabilization include water sprinkling with environmental sustainable soil binders (e.g., products produced by Soilworks, LLC, DirtGlue Enterprises, SoilLok, or similar) or anchored straw mulching (typically applied at 2 tons per acre). The construction SWPPP may specify other forms of temporary stabilization methods that are industry accepted and are applicable for the project site conditions.

### 3.2 PERMANENT STABILIZATION

Stabilization measures shall be in conformance with NPDES General Permit Part 10.D.1.

The Contractor designated inspector shall inspect the site with the Government AOCO to ensure final stabilization is established. Final stabilization is defined as described in Appendix A of the NPDES General Permit. If final stabilization is unsatisfactory, additional measures shall be required by the Government AOCO. If applicable, additional seeding shall be performed after temporary removal of the erosion control blankets and subsequent replacement of blankets after such activities are completed. If applicable, the Contractor's SWPPP shall specify the native seed mix species and application rate (lbs/sq-ft). Some examples of acceptable methods for permanent stabilization includes sodding, pavement, and rock blankets.

### 3.3 SEDIMENT BASIN

NOTE: See NPDES General Permit Part 3.1.A

The [NPDES Storm Water Discharge General Permit requires a temporary sediment basin for sites where 10 acres or more are disturbed at one time.] [If the disturbed site drains to a common location, a sediment pond or trap shall be constructed as initial grading activity. The pond shall be prepared by the site designer and it shall include layout and construction details.] [The runoff from the site does not drain to a common collection point; therefore, a temporary sediment basin is not required.] [A series of smaller sediment basins are constructed to provide for temporary sediment control is depicted on the grading plan.] [A series of smaller sediment basins are not attainable, therefore effective sediment controls (i.e. vegetative strips and silt fences) are established on all the down slope areas of the disturbed site perimeter to control sediment in runoff.] [A construction sediment basin is not attainable because [\_\_\_\_\_]] [Temporary sediment pond receives final

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grade as a permanent sediment pond to manage storm runoff at the finished site.] [A temporary sediment basin is not required because construction activities at each portion of the disturbed site is less than 10 acres.] The following elements are required if a sediment pond is constructed as an initial site activity: The slopes of sediment pond shall be stabilized with an effective form of temporary/permanent stabilization (as applicable). The storm water shall be allowed to settle after each rainfall event before dewatering in accordance with the applicable Construction General Permit.

### 3.4 STRUCTURAL CONTROLS

See SECTION 01 57 23.00 44 TEMPORARY STORM WATER POLLUTION CONTROL.

### 3.5 NON-STRUCTURAL CONTROLS

The Contractor (and the subcontractors) shall be responsible for eliminating pollutants in storm runoff from the project site. The Contractor (and subcontractors) shall be responsible for utilizing non-structural BMPs to minimize storm water pollution. Some examples of non-structural BMP include:

- Construction Practices
- Material Management
- Waste Management
- Vehicle and Equipment Management
- Employee and Subcontractor Training
- Storm Water Pollution Prevention Plan Maintenance

#### 3.5.1 Construction Practices

**Dewatering Operations:** The Contractor (and subcontractor) shall prevent discharge of sediment by methods of sediment control, containment, and disposal. In project areas suspected of potential toxic or petroleum products contamination, the water shall be tested to determine method of disposal.

**Paving Operations:** The Contractor (and subcontractor) shall avoid discharge of pollutants to storm drains by avoiding asphalt and concrete paving in wet weather or anticipation of such event, storing material in covered containers, covering and berthing storage areas, establish control structures, cover on-site storm grates, and worker and subcontractor training.

**Structure Construction and Painting:** The Contractor (and subcontractor) shall prevent pollutants in storm runoff by covering, or berthing material storage areas, keeping job site clean and orderly, using safer alternate products, stabilizing adjacent disturbed areas, storing material in secondary containment, protecting on-site storm drains, establish control structures, and perform worker and subcontractor training.

**Government Requirements: Stockpiles:** Material shall have a storm water perimeter control devices established at a minimum distance of 10 feet from the toe of the stockpile. Materials excavated from utility trenching shall be protected from up gradient storm run-on.

#### 3.5.2 Material Management

**Material Delivery and Storage Practice:** The Contractor (and subcontractor) shall prevent or reduce discharge of pollutants to storm water by minimizing the on-site storage of hazardous and toxic (HT) materials, storing HT in clearly labeled, corrosion-resistant containers with secondary containment at designated areas approved by the COR, conducting frequent inspection, keeping

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current inventory of construction materials on site and training of workers and subcontractor.

**Material Use and Inventory:** Common on-site materials are pesticides and herbicides, fertilizers, detergents, concrete material, petroleum-based products, fertilizers, tar, asphalt, steel reinforcing bars, other hazardous chemicals such as acid, lime, solvents, curing compounds, sealants, paints, glues, fertilizers, etc. The Contractor (and subcontractor) shall use less hazardous, alternate or environmental friendly material, if available. The Contractor shall have

- (1) a list of construction materials used on site,
- (2) a list of materials and associated potential pollutants, and
- (3) method of storage and containment in the Contractor operation specific SWPPP.

**Spill Prevention and Control:** The Contractor (and subcontractor) shall store HT material in covered containers and inside a fenced area, have the temporary fuel storage tank bermed or contained to meet applicable Fire Code, place readily accessible spill clean-up materials, have protocol for immediate work stoppage, notification, clean-up, labeling, storage and packaging, transportation, disposal, record-keeping, closure activities, and provide training to workers and subcontractor for response to spills.

### 3.5.3 Waste Management

**Non-Construction Wastes:** The Contractor must minimize pollutant discharges from areas other than construction (including storm water discharges from dedicated asphalt plants and dedicated concrete plants). **Construction and Waste Materials:** The Contractor must: 1. Prevent the discharge of solid materials, including building materials, to waters of the United States, except as authorized by a permit issued under section 404 of the CWA; 2. Minimize exposure of construction and waste materials to storm water, and the occurrence of spills, through the use of storage practices, prevention and response practices, and other controls; 3. Prevent litter, construction debris, and construction chemicals (e.g., diesel fuel, hydraulic fluids, and other petroleum products) that could be exposed to storm water from becoming a pollutant source in storm water discharges. **Solid Waste Materials:** Trash and uncontaminated construction debris shall be placed in appropriate covered waste containers. Waste containers shall be emptied regularly and shall not be allowed to overflow. The disposal area of excavated material from project construction shall not be utilized for waste disposal. Routine janitorial service shall be provided for all construction buildings and surrounding grounds. No construction waste materials, including concrete, shall be buried or otherwise disposed of on-site. The Contractor shall brief all on site personnel on good house-keeping and waste minimization.

**Solid Waste:** Solid waste materials (e.g., grout, mortar or uncontaminated debris) shall be placed in covered containers. Trees and shrubs from site clearing shall be shredded and used as mulching material after site stabilization. Packaging materials such as wood, plastic, and paper shall be recycled to the maximum extent possible and not disposed of in a landfill. It is a requirement to perform recycling (see SECTION 01 74 19). The Contractor shall designate waste containers for segregating waste (municipal, metal, aluminum, plastic, wood pallet, packaging, glass, etc.) Dry paint cans shall be recycled. The Contractor shall designate waste disposal area, have a routine janitorial service for all structures and surrounding grounds, and have a routine schedule to service waste containers. The disposal area of excavated material from project construction shall not be utilized for solid or refuse waste disposal. Personnel on the job site shall be briefed on minimizing disposal to landfill by waste segregation and recycling.

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**Hazardous and Toxic Waste:** All excess on-site material such as paints, solvents, petroleum products (e.g., fuel, oil, and grease, etc.), herbicides, pesticides, acids for cleaning masonry, concrete curing compounds, sealants, paint strippers, wastes from oil-based paint, and glues can become HT waste. Containers of excess material shall be labeled and managed according to the labels and as recommended by the product manufacturers. If there are no instruction provided, the Contractor shall turn in contained waste to the installation DRMO, the local household hazardous waste drop-off, or recycling program.

**NOTE: DELETE IF REGULATED MATERIAL ABATEMENT IS NOT APPLICABLE TO THE PROJECT.**

**Demolition:** [Buildings to be demolished under this Contract shall require removal of the following regulated materials: [mercury fluorescent lights], [PCB or TCB/DEPH ballasts], [items containing ozone depleting chemicals], [mercury bulb thermostats], [items containing lead-based paint or pipe joints], and [asbestos-containing building material] [items containing CFC] [\_\_\_\_\_].] [Asbestos-containing materials shall be handled and disposed of in accordance with Section 02 82 14.00 10 ASBESTOS HAZARD CONTROL ACTIVITIES prior to building demolition.] [Lead hazard control activities shall be performed in accordance with Section [02 83 19.00 10 LEAD BASED PAINT HAZARD ABATEMENT, TARGET HOUSING & CHILD OCCUPIED FACILITIES] [02 82 16.00 20 ENGINEERING CONTROL OF ASBESTOS CONTAINING MATERIALS] [02 83 13.00 20 LEAD IN CONSTRUCTION].] [Other regulated materials shall be removed and managed in accordance with Section 02 84 00.00 44 REMOVAL, RECYCLING, AND DISPOSAL OF REGULATED MATERIAL.]

**Contaminated Soil:** If suspicious of soil contamination during soil moving activities, the Contractor (and subcontractor) shall stop work, notify COR, and establish containment to prevent soil transport or runoff from that location. For removal of contaminated soil, a WORK PLAN shall be prepared for COR approval prior to handling and management of the material. The WORK PLAN shall at least include the following: containment, sampling & analyses, notification to regulatory agencies, transportation, worker safety, training & environmental monitoring, disposal, and documentation and record-keeping.

**Construction and Concrete Waste:** Construction waste or surplus materials, demolition building debris, scrap metal, rubber, plastic, glass, concrete, and masonry products shall be segregated and recycled to minimize landfill disposal. No construction waste shall be buried or disposed of on-site. Concrete waste shall be controlled and minimized by appropriate storage methods for dry and wet materials, and control the amount of concrete and cement mixed on site. Sweepings from exposed aggregate concrete shall be collected and returned to aggregate stockpile and they shall not be washed into streets or storm drains. Concrete wastewater from wash pit is not permitted to discharge as storm runoff. See SECTION 01 57 23 TEMPORARY STORM WATER POLLUTION CONTROL for additional concrete wash-out requirements. After project completion, the Contractor shall contain wastewater, clean the basin, test and dispose of wastewater and sediment in accordance with applicable regulations and to the satisfaction of the Government AOCO. The Contractor is responsible for all fees, levies, and disposal cost and shall provide a treatment facility signed delivery ticket.

**Sanitary/Septic Waste:** On-site sanitary facilities shall be established at a convenient location. Facility location, design, maintenance, and waste collection practices shall be approved by COR and are in accordance with local regulations. The Contractor (and subcontractor) shall have a routine schedule for waste pump out by a licensed hauler. Septic waste treatment system shall have a pre-construction permit from the local health regulating agency and have contract service with a licensed company. Temporary sanitary

facilities discharging to sanitary sewer system shall be approved by the operator of the system and properly connected to avoid illicit discharges. Wastewater from water-based paint shall not be discharged as sanitary waste.

**Building Exterior Cleaning or High-pressure Wash:** Storm drains shall be protected by approved storm water control device. Wash onto dirt area, spade in, settle solids in pit, collect (mop up) and discharge to sanitary sewer (with approval from sewer operator). If the exterior paint contains lead exceeding the levels stated in the Consumer Safety Standard, mercury or mildewcide, the wash water shall be collected and disposed of as regulated material that will require sampling data for disposal to permitted facility.

**Street/Pavement Cleaning:** Water used for this activity shall be minimized and sediment basin shall be used to contain wastewater. At completion of construction, the silt shall be removed and disposed of in accordance with applicable regulations, and water from the basin shall be pumped to a sanitary sewer with written approval from the COR.

**Dechlorination of Wastewater from Disinfection of New Drinking Water System:** Reference SECTION 33 11 00 WATER DISTRIBUTION.

**Care of Storm Water from Excavated Areas:** Storm water trapped in excavated areas shall be lifted or pumped into a temporary bermed sediment basin or equal measure(s) for sediments removal. The filtered water shall runoff as sheet flow from the sediment removal area. The sediment removal area shall have the maximum separation distance possible from the site drainage outfall.

#### 3.5.4 Dust Control

See SECTION 01 56 00.00 44 DUST CONTROL.

#### 3.5.5 Vehicle and Equipment Management

**Off-site Vehicle Tracking:** The Contractor is required to keep vehicles from tracking soils from the project, borrow, and disposal sites. Temporary parking area(s) to be used 30 calendar days or more for the Contractor's equipment or personal vehicles shall be paved with temporary asphalt. The temporary parking areas shall be removed by the Contractor upon project completion and restored to the satisfaction of the COR.

**Vehicle and Equipment Cleaning:** Washing shall be performed off site at a commercial washing facility that has an oil/water separator as pre-treatment before connection to municipal sewer system. No vehicle washing is allowed on site, unless washing involves the rinsing of a concrete truck and wastewater is trapped in a washout pit with secondary containment.

**Vehicle and Equipment Fueling:** Fueling shall be off-site unless a written approval is obtained. If fueling on-site is approved, it shall be at least 150 feet from drainage courses.

The Contractor shall provide a construction detail to depict best management practices for fuel storage and fuel transfer/dispensing areas.

Fueling operations shall avoid topping of fuel tank, and avoid mobile fueling of mobile construction equipment. Fueling locations shall use impervious secondary containment (i.e., a liquid-tight berm and an impermeable liner). The containment capacity of the bermed area shall provide at least 110 percent (%) of the stored fluid.

It is necessary to have a clean-up kit and containment bloom (or absorbent material) available at all times for immediate clean-up during fueling. No

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petroleum fuel, oil or lubricants or products tanks are allowed on-site unless is pre-approved in writing. Emergency cut-off valve and or overfill protection device is required on fuel transfer equipment. The temporary fuel containers placed on-site shall meet the industrial standard, labeled and stored in accordance with applicable Federal, state, and local Fire codes.

In case of spill of hazardous, toxic, and radiological waste (HTRW), the Contractor shall stop work, contain spill, notify the AOCO and Safety Office, and execute spill control per the SPILL CONTROL PLAN as required in specification SECTION [01 57 20.00 44][01 57 20.20 44] ENVIRONMENTAL PROTECTION . Spill control, response, notification, clean-up, restoration, reporting, record-keeping, etc. shall be in accordance with 40 CFR 110 and 40 CFR 112 , other applicable Federal, state, and local regulations, and to the satisfaction of the AOCO.

**Vehicle and Equipment Maintenance:** Outdoor vehicle or equipment maintenance is a significant potential source of storm water pollution. Activities often include engine repair, changing fluids, etc. Such activities shall be prohibited at the job site. The construction Contractor shall verify proofs on routine maintenance of construction equipment and vehicles before bringing them to the job site.

**Vehicle and Equipment Parking:** Vehicle or equipment shall be regularly inspected for leaks and schedule routine maintenance to reduce the potential for leaks. If leaks are observed at the job site, such vehicle or equipment shall be repaired immediately or removed from the site.

### 3.5.6 Employee and Subcontractor Training

The Contractor is responsible for providing training for all workers (including the subcontractor) on the job site. The objectives in training are to provide a clear concept of activities or problems that generate pollutants to storm water, identify solutions (BMPs), promote ownership of the problems and solutions, and integrate feedback into training and BMP implementation. A certificate to verify completion of training shall be signed by all trained personnel and retained in the SWPPP.

### 3.5.7 Storm Water Pollution Prevention Plan Maintenance

The approved SWPPP shall be readily available to inspector either from the regulatory agency. The approved BMPs and SWPPP shall be revised at no cost by the construction Contractor when there are changes in site conditions, sequence of construction and operation, when sediments escape from the job site, or as dictated by the results of inspections. The BMPs and SWPPP shall be updated by the construction Contractor upon request of the Government AOCO.

## PART 4 STORM WATER MANAGEMENT AND PERMANENT CONTROLS

**NOTE: The number and headings of these subsections will vary significantly from project to project. Use as many subsections as necessary to adequately describe erosion and sediment controls for the completed project site. While designing the site layout and grading plans, the design engineer should include features that will limit erosion and control sedimentation once project construction has been completed. Permanent structures may include curbs and gutters, storm drains, drainage ditches, culverts, pavement slopes, etc. Indicate storm frequencies and durations used for design purposes. Subsections may include, but are not limited to: RUNOFF COMPUTATIONS, STORM DRAINAGE SYSTEM, VEGETATIVE BUFFER STRIPS, DRAINAGE SWALES AND DITCHES, DRAINAGE**

***CULVERTS and all measures discussed in***

SECTION 01 57 23 STORM WATER POLLUTION PREVENTION MEASURES.

***All sites for new construction and demolition shall be separately addressed. Units of measure used shall match the construction project.***

***The SWPPP designer shall determine if there are concerns associated with the discharges from sources other than storm water. The SWPPP designer shall consult with the construction Contractor to determine concrete washout pit capacity at the job site to provide total containment of concrete detention and the designed storm event.***

#### 4.1 RUNOFF COMPUTATIONS

The storm drainage design is based on a [10][\_\_]-year storm frequency and [10][\_\_]-minutes duration with [\_\_] inch per hour rainfall intensity.

#### 4.2 SURFACE DISCHARGE QUALITY

The wastewater from concrete washing activity is prohibited from discharging as surface runoff. See Part 3.6.5 of SECTION [01 57 20.00 10][01 57 20.20 10] ENVIRONMENTAL PROTECTION.

#### 4.3 PERMANENT EROSION CONTROL STRUCTURES AND STORM WATER TREATMENT UNIT

Permanent drainage structures, including [concrete curbs and gutters,] [storm drainage system,] [concrete pavement,] [asphalt pavement,] [drainage swale,] [drainage ditch,] [turfing,] [vegetative strip,] [concrete culvert,] [pipe culvert,] will provide erosion control at the project site.

[Storm water treatment unit shall has a stainless steel expanded screen opening of at least 4700 microns (4.7 mm or 0.185 inches) to remove sediment.]

#### 4.4 OUTLET PROTECTION OR OUTFALL VELOCITY DISSIPATION DEVICES

***NOTE: Identify velocity dissipation or outlet protection device to provide non-erosive flow conditions at the point of surface drainage discharge. New construction and demolition sites shall be addressed separately.***

The outlet protection or outfall dissipation device shall provide non-erosive flow conditions at the point of surface water discharge to the ditch or swale and downstream of the outfall or channel. [The proposed storm drain shall be discharged into [ [ flow channel] [ x-inches diameter storm drain pipe] .] The outfall impact locations are protected by [e.g., SCOUR STOP or equal]. The drainage channels are protected by [e.g., seeding on prepared soil surface with ECC and overlay with composite turf reinforcement mats] [composite turf reinforcement mats overlay on solid sod].

#### PART 5 TIMING OF CONTROLS AND ACTIVITIES

***NOTE: Discuss the sequence of major construction activities and how the related pollution prevention measures will be implemented. Identify situations which are critical to successful construction and pollution prevention, but will not limit the Contractor's ability to determine construction phasing schedule. NOTES of Timing of Controls and Activities specific for each project shall be depicted on SWPPP drawings.***

The general Contractor shall discuss timing (sequence) of controls and construction activities to minimize soil loss from exposed areas in the construction operation SWPPP.

The following list provides a general example of the Timing of Controls and Activities.

- Minimize area of disturbance,
- Preserve existing vegetation at the downgradient portion of the site, do not disturb ground cover until it is necessary to proceed with field work,
- Install stabilized construction access,
- Install BMPs at contractor staging, stockpiles, storage, parking, borrow areas, and stockpiles (on-site and off-site locations), concrete washout pit, fuel storage/transfer area, etc.,
- Install BMP at existing storm grates (e.g., curb inlets surface inlets, manholes, catch basins, etc.),
- Install flow diversion dike and stabilize. Construct sediment trap at the downgradient end of the dike,
- Track weather and protect exposed areas with erosion control measures before anticipated storms arrive.
- Construct outfall, install BMPs at initial impact location, and stabilize flow channel prior to clearing upper watershed,
- Stage construction to the maximum extent possible by disturbing, protecting, and then stabilizing one side of river bank before disturbing the opposite side,
- Stabilize flow channel,
- Clear site for sediment pond (if applicable) and utilize sediment pond skimmer to control overflow,
- Stabilize pond slopes,
- Develop run-on BMP devices and protect loose soil areas,
- Start grading up gradient of site and stabilize disturbed areas,
- Avoid disturbing down slope areas of site until up-gradient disturbed areas are stabilized,
- Delay construction of infiltration measures until the end of project when drainage areas are stabilized,
- Install BMP protections at new storm grates (e.g., curb inlets surface inlets, manholes, catch basins, etc.),
- Protect excavated materials by installing BMP perimeter controls to protect materials from run-on and run-off

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- Stabilize stockpiles and install BMPs at least 10 feet from the toe of the material,
- Backfill utility trenches in a timely manner to minimize erosion and soil loss,
- Monitor weather reports to schedule paving (asphalt or concrete), concrete saw cutting, foundation work, dust control, seeding or any activities that will impact run-off,
- Inspect and maintain BMP control structures,
- Evaluate BMP and revise BMP when site conditions or activities change. Maintain Construction General Permit and Government required field records and training logs,
- Monitor discharge from concrete batch plant (if applicable),
- Maintain stabilized areas until final project acceptance (i.e., watering, fertilize, mow, additional seeding, etc.),
- Verify final stabilization of disturbed areas with AOCO representative. See definition in PART 2.3,
- Remove sediment and BMP control structures once disturbed areas are permanently stabilized and accepted by AOCO. Obtain photographs of site to prove establishment of stabilization and removal of all BMP controls,
- File the Contractor NOT. Provide a copy of NOT through AOCO to PER-EE.

## PART 6 COMPLIANCE WITH FEDERAL, STATE AND LOCAL REGULATIONS

**NOTE: Army Regulation 200-1 requires that all Department of Defense installations and Contractors to comply with Federal environmental protection statutes, which includes a provision to observe State, and local environmental regulations.**

The SWP3 shall identify the document prepared for compliance with the National Environmental Policy Act (NEPA) of 1969, as amended. It shall discuss impact on endangered and threatened species and their (critical) habitats, archeological, cultural and historical resources and properties, wetlands, floodplains, environmental contamination and compliance issue, water resources, ecological resource, land use, noise, air quality. The installation environmental office is responsible to prepare the NEPA document at the project pre-design stage. The Contractor shall request name NEPA compliance document (Record of Environmental Consideration, Environmental Impact Statement, Environmental Assessment), date of signature for findings (Record of Decision or Findings of No Significant Impact), and include information to PART 7.

In compliance with the Clean Water Act, Section 402, a construction site of 0.4 hectare (1 acre) in size, or larger, is required to obtain a National Pollutant Discharge Elimination System (NPDES) from EPA NPDES General Permit for Storm Water Discharges from Construction Activities.

Section 404 of the Clean Water Act (CWA) stipulates discharge of dredge and fill material with jurisdictional Waters of the United States. The civil engineer and environmental planner shall evaluate the proposed site compliance with CWA Section 404. For The proposed site shall be reviewed if it crosses drainage water ways or watersheds (dry creeks and streams

could be Waters of U.S.) that are contributing to the Waters of United States. The review process sometimes involved wetland delineation to identify existing national permit coverage or issuance of a Clean Water Act Section 404 Permit. The permit or a permit coverage verification memorandum could require compensatory mitigation. The compensatory mitigation shall become the initial part of construction activity. The construction Contractor shall not start soil disturbing activities until the required compensatory mitigation is implemented or the soil disturbing activities are covered under existing national permit.

The civil engineer and environmental planner shall evaluate the proposed site compliance with Clean Water Act, Section 10, the Rivers & Harbor Act of 1899.

Section 401 of the Clean Water Act stipulates the on-site sewerage discharge. If an on-site sewerage system is required, the Contractor shall prepare drawings and mark-up specifications, obtain a pre-construction permit from the state, regional Environmental Quality Office, or County Health Department. The Contractor shall contact installation Environmental Office for application of on-site sewerage system pre-construction permit.

**The Contractor shall resolve all permit compliance issues prior to disturbing soil.**

In compliance with the National Environmental Policy Act of 1969, as amended, the [Environmental Assessment] [Environmental Impact Statement] entitled [\_\_\_\_\_] dated [\_\_\_\_\_] has been prepared and the memorandum was signed on [\_\_\_\_\_.] [Record of Environmental Consideration (REC) dated [\_\_\_\_\_] has been prepared for this proposed action.] [The [EA] {EIS} [REC] indicates the proposed action is [\_\_\_\_\_.] [The proposed action has [\_\_\_\_\_] impact on endangered and threatened species and their critical habitats.] [The attached letter dated [\_\_\_\_\_] with US Fish and Wildlife Service has determined the following protection measures:[\_\_\_\_\_.] [The proposed action has [\_\_\_\_\_] impact on cultural and historical properties, the memorandum dated [\_\_\_\_\_] from SHPO verified this resolution.] [The proposed action has [\_\_\_\_\_] impact on noise.] [The proposed project site [\_\_\_\_\_] encroaches upon floodplains and wetlands.] [The proposed action [\_\_\_\_\_] impact air quality.] [The proposed site has [\_\_\_\_\_] environmental compliance issues and an environmental baseline study (EBS) was prepared on [\_\_\_\_\_.] The EBS indicated that [\_\_\_\_\_.]. [This facility will have an on-site sewerage treatment system and the Contractor shall obtain a pre-construction permit prior to start work.] [The Contractor shall not start field work until [the Clean Water Act Section 10] [and] [Section 404] issues are resolved and a permit is issued or the construction activity is covered under a nationwide permit and a verification memorandum, dated [\_\_\_\_\_] is completed by the the Permit Section, Regulatory Branch.] [In compliance with the Clean Water Act permit issued on [\_\_\_\_\_] , the Contractor shall furnished work as required for the compensatory mitigation as stipulated by the permit.] In compliance with Clean Water Act, Section 402, the Contractor and the subcontractor shall conform with all applicable NPDES General Permit stipulations to discharge storm water during construction. [The Contractor shall furnish water well development certification in accordance with state and local regulations]. In addition, the Contractor (including the subcontractor) shall comply with the Government approved Contractor's operation specific Storm Water Pollution Prevention Plan, BMP, and contract requirements as stated in this section.

The Contractor (and the subcontractor shall comply with all applicable Federal, state, and local hazardous, toxic, radiological (HTR) waste, municipal waste, sanitary and septic waste disposal regulations.

PART 7 MAINTENANCE AND INSPECTION PROCEDURES AND QUALIFICATION OF DESIGNATED INSPECTOR

The Contractor shall designate an inspector on site to ensure Storm Water Permit compliance and perform SWPPP quality control. All BMPs and control structures shall be inspected according to the requirements of Part 4 of the NPDES General Permit. The inspector shall inspect adjacent areas daily for direct clean-up of waste materials, debris, and fugitive sediment that are blown or washed off-site.

All protective measures used and identified in the SWPPP must have maintenance performed in conformance with Parts 3.6 and 10.D.1.e of the NPDES General Permit.

The designated SWPPP inspector is responsible for maintaining the SWPPP throughout the term of permit coverage in accordance Part 4.0 of the NPDES General Permit. All deficiencies shall be corrected and recorded. An example of a form to record this information can be found in SECTION 01 57 25.00 44 SWPPP PLAN INSPECTION AND MAINTENANCE REPORT FORM.

A copy of each inspection report form shall also be provided to the AOCO.

PART 8 PROHIBITION ON NON-STORM WATER DISCHARGES

In accordance with the Part 1.3.B of the NPDES General Permit, non-storm water discharges are prohibited during construction of the project, except for the non-storm water discharges listed below. The following list of non-storm water discharges from active construction sites are allowed and is developed based on the above guideline.

1. Discharges from fire-fighting activities;
2. Fire hydrant flushings;
3. Waters used to wash vehicles where detergents are not used;
4. Water used to control dust in accordance with Part 3.1.B;
5. Potable water including uncontaminated water line flushings;
6. Routine external building wash down that does not use detergents;
7. Pavement wash waters where spills or leaks of toxic or hazardous materials have not occurred (unless all spilled material has been removed) and where detergents are not used;
8. Uncontaminated air conditioning or compressor condensate;
9. Uncontaminated ground water or spring water;
10. Foundation or footing drains where flows are not contaminated with process materials such as solvents;
11. Uncontaminated excavation dewatering;
12. Landscape irrigation.

PART 9 CONTRACTOR COMPLIANCE AND CERTIFICATION

The construction Contractor shall use this Section as guidance on how to prepare a construction SWPPP that includes narrative, drawings (see PART 2.5 in this Section), and required worksheets. Prior to submitting the NOI (if required to be prepared per the applicable state Construction Storm Water General Permit) to the regulatory agency and all other required parties, the Contractor shall submit the operation and field specific SWPPP with a prepared and signed NOI attached for Government review and approval.

The construction Contractor and sub-contractor shall each prepare a SWPPP CERTIFICATION. The SWPPP CERTIFICATION assures responsibility and compliance with the permitted discharges of storm water during construction. As such, the SWPPP submitted for Government review and approval shall have a SWPPP CERTIFICATION prepared and signed by the appropriate approval authority. The

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Government sharing the approved SWPPP shall prepare a SWPPP CERTIFICATION.

All SWPPP certifications shall be included and retained in the SWPPP.

## 9.1 CONSTRUCTION SWPPP GUIDELINES

An adequate construction SWPPP includes a narrative, drawings, and required worksheets.

The narrative is a written statement to explain and justify the pollution prevention decisions made for a particular project. The narrative shall contain concise information about existing site conditions, construction phasing, BMP practices, construction schedule, and the performance the BMPs are expected to achieve, and actions to be taken if the performance goals are not achieved, and other pertinent items that may not be contained on the drawings.

The narrative shall identify all operators (see PART 1.3 in this Section).

The site grading plans provide a baseline to assist in the preparation of the SWPPP drawings. The drawings shall layout various BMP types, locations, and methods of stabilization in accordance with Part 5.2.C of the NPDES General Permit and Part 2.5 of this Section.

The SWPPP shall also address the following.

- Describe the location, size, and characteristics of any wetlands, streams, or lakes that are adjacent or in close proximity to the site, and/or will receive discharges from disturbed areas of the project. Also delineate areas with high erosion potential including steep slopes.
- List Threatened and Endangered Species and Critical Habitats.
- List Cultural and Historical Resources.
- Clean Water Act Section 404 Memo or Permit Stipulations
- Septic System Permit
- Water well Permit
- Identify if concrete/asphalt plant is at site

(A batch plant may require coverage of an industrial operation permit)

- Spill Prevention and Control Measures per state or EPA and local requirements
- Spill Response

Submitting by electronic means is the most efficient process for filing an NOI, and therefore recommended. However, the physical address for NOI submission and payment can be found on the NOI form.

### 9.1.1 On-Site Construction Document, Signage, and Record-Keeping

A copy of each of the following shall be maintained in the approved SWPPP in accordance with Parts 5.7, 5.9, 5.10, 5.11 and 7.0 of the NPDES General Permit.

- Contractor NOI,
- Contractor Certification of SWPPP,
- Contractor Signatory Delegation Letter,
- Contractor BMP Inspection and Maintenance Report,

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- Qualification documents (e.g., training certificates) for Contractor personnel that maintain any part of the SWPPP,
- Contractor log for recording Major Construction Activities and Subsequent Stabilization Practices,
- Contractor log for describing construction materials stored on-site, their potential pollutants, and method of containment,
- Contractor log for describing waste materials stored on-site and method of storage,
- Contractor's anticipated construction timeline schedule (that includes anticipated dates for soil disturbance),
- Contractor SWPPP training log (if batch plant operation is being conducted),
- Contractor NOT (once the project is complete and the NOT is submitted),
- Contractor Concrete or Asphalt Batch Plant sampling records (if batch plant operation is being conducted),
- Government Certification of SWPPP,
- Government NOI,
- Contractor and the Government storm water discharge permits after receipt from the regulatory agency.

A copy of each of the following shall be maintained in accordance with Government requirements.

- Contractor NOT (append a blank form in the SWPPP to be completed once project is finished and approved by the Government AOCO),
- Contractor SWPPP Revision Log,
- The SWPPP shall contain label tabs or similar to clearly identify each item/section of the SWPPP,
- The SWPPP shall be retained at the project site at all times,
- A spill response action guide,
- Contractor SWPPP/BMP training log,
- Certification or Notification for a Drinking Water Well and/or Septic Sanitary Sewer System (if applicable).

The Contractor shall post the following near the main entrance of each construction access point.

- NOI (Contractor),
- NOI (Government),
- Contractor Storm Water Permit authorization letter,
- Government Storm Water Permit authorization letter.

All records pertaining to the Storm Water Permit for discharging water associated with construction site activities shall be maintained, by the construction Contractor, for a minimum of three (3) years from the date that a Notice of Termination (NOT) is submitted to the regulatory agency. See Part 7 of the NPDES General Permit.

#### 9.1.2 Storm Water Discharge General Permit Fees and Fines For Non-Compliance

The Contractor shall be responsible for the initial Contractor storm water discharge permit NOI fee and any subsequent annual permit fees during construction (if required per the applicable state Construction Storm Water General Permit). In addition, if a batch plant is on-site, the Contractor is responsible to obtain samples of surface water discharged at the batch plant. A water sample for water quality analysis shall be analyzed by a state accredited laboratory and data shall be submitted to the regulatory agency for the batch plant operation as required by applicable permit regulations.

Any fines levied by regulatory agency regarding non-compliance with NPDES General Permit shall be the Contractor's responsibility.

#### 9.1.3 Regulatory Inspector Visits

If the regulatory agency inspector visits the job site, the workers shall notify the Contractor Designated Storm Water Inspector immediately. The Contractor's Designated Inspector shall contact the Government AOCO immediately and both of them shall accompany the regulatory agency inspector to walk the construction site. The Contractor's Designated Inspector shall brief workers daily on the BMP and the SWPPP, logistics of a regulatory agency inspector site visit, and avoid having an unattended regulatory agency inspector on the job site. The Designated Inspector shall assign a responsible person in his/her absence to oversight the logistic of regulatory agency inspector site visit.

### 9.2 NOTICE OF TERMINATION (NOT) /COMPLETION REPORT

Notice of Termination (NOT) is applicable for construction activities that submit an NOI. If applicable, the regulatory agency will automatically send the annual storm water permit payment notice if a NOT is not received in the data base before a set date each year. The Contractor is responsible to pay any annual fee on a construction storm water discharge permit.

At establishment of final stabilization, the Contractor shall have Government AOCO approve the project's final stabilization as well as remove sediment and BMP sediment controls, obtain pictures of the permanently stabilized site and removal of BMP controls, and written approval from Government AOCO. The Contractor shall prepare a NOT and submit his/her own NOT to the appropriate regulatory agency and any other applicable contacts (i.e., MS4s, cities identified in the SWPPP, etc.). The Contractor shall provide two (2) copies of the filed NOT and site photos to the Government AOCO. The AOCO shall retain a copy of the NOT as project closure documentation and forward the other copy of NOT and photos to CESWF-PER-EE.

For all other construction activities (i.e., ones that do not require a filing of an NOT), the Contractor shall file the proper documentation to the regulatory agency and any other applicable contact (i.e., MS4s, cities identified in the SWPPP, etc.) as described in the NPDES General Permit. A copy of this document submittal shall be provided to the Government AOCO. The AOCO shall retain a copy of the documents sent to the regulatory agency and other applicable contacts as project closure documentation and forward a copy of all the documents and photos to CESWF-PER-EE.

The Contractor is responsible for fines due to non-compliance with closure documentation for the construction activity storm water discharge permit.

9.3 NOTIFICATION TO MUNICIPAL SEPARATE STORM SEWER SYSTEM (MS4)

**NOTE: Modify this paragraph to fit the project's location. Include the appropriate MS4 contact information and delete the ones that do not apply.**

A copy of NOI, a copy of the Notice of Change (NOC; if changes occurred after initial NOI is sent to the regulatory agency), and NOT shall be sent by the Contractor to all applicable contacts (i.e., cities referred to in the SWPPP, etc.).

[ NOTES:

*Determine the MS4 notification requirement with user's environmental office.*

*Delete if not applicable to the project site.*

The MS4 person of contact (POC), mailing address, and phone for this project is [\_\_\_\_\_]. ]

[ NOTES:

*MS4 notification for construction activities located at Ft. Bliss, NM. A copy of the completed SWPPP with all the proper documents shall be provided to contacts listed below. Delete if not applicable to the project site.*

Directorate of Public Works  
Master Planning  
Attn: IMSW-BLS-PWM (Bldg. 777)  
Pleasanton and Chaffee Roads  
Fort Bliss, TX 79916  
915-568-2757, 5949, or 5933]

-- End of Section --

## SWPP PLAN INSPECTION AND MAINTENANCE REPORT FORM

## PART 1 GENERAL

The form identified below provides a baseline for an inspection report form that can be used while conducting SWPP Plan site inspections. Inspection reports must be prepared and documented in accordance with the applicable Construction Storm Water Permit (i.e., Part III.F.7 of the Texas TXR150000 Construction General Permit, Part IV.D.4 of the Louisiana LAR100000 Construction General Permit, Part III.D of the Louisiana LAR200000 Construction General Permit, and Part 4 of the NPDES General Permit for Storm Discharges from Construction Activities). The form provided below may not be applicable to all states and therefore needs to be verified by the Contractor that it is in compliance with the applicable construction general permit.

1.1 SWPP PLAN INSPECTION REPORT FORM

The following inspection is being performed in compliance with the applicable state's General Permit or the EPA NPDES permit, whichever is applicable, relating to discharges from construction activities (for the State of Texas it is Section F.8 of the TCEQ General Permit No. TXR150000; for the State of Louisiana it is LPDES Permit # LAR 100000 (LARGE construction activity) or LPDES Permit # 200000 (SMALL construction activity)).

STORM WATER PERMIT #:	PROJECT	
NAME:		
PURPOSE OF INSPECTION:		
INSPECTOR:	DATE:	
DAYS SINCE LAST RAINFALL ON: _____		
AMOUNT OF LAST RAINFALL: _____ INCHES		
( <input type="checkbox"/> ) ONSITE RAIN GAGE      ( <input type="checkbox"/> ) METEOROLOGICAL TOWER AT: _____		
IS A CONSTRUCTION SITE NOTICE POSTED: _____		
IF	YES,	LOCATION:
IS PERMIT	ATTACHED	TO
PLAN:		
IS PLAN CERTIFIED IN ACCORDANCE WITH REGULATIONS: _____		

**STABILIZATION CONTROL SECTION**

For each area of the construction project, use this chart to track the dates of soil disturbing activity, identify stabilization measures, and monitor their effectiveness. Discharge locations should be inspected to check the effectiveness of these erosion control measures.

AREA	DATE LAST DISTURBED	DATE OF NEXT DISTURBANCE	STABILIZED (Y/N/TEMP)	STABILIZED WITH	CONDITION, COMMENTS
------	---------------------	--------------------------	-----------------------	-----------------	---------------------

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COMMENTS / STABILIZATION REQUIRED (if appropriate): \_\_\_\_\_  
\_\_\_\_\_

**STRUCTURAL CONTROLS SECTION**

Use this table to document the effectiveness of each structural control, such as silt fences, berms, riprap, etc. Copy this sheet as required. Discharge locations should be inspected to check the effectiveness of these erosion control measures. See the Installation's Storm Water/Surface Water Pollution Prevention Best Management Practices Guidance Document for correct installation/maintenance methods.

TYPE	LOCATION	INSTALLED CORRECTLY?	EVIDENCE OF EROSION?	MAINTENANCE REQUIRED
------	----------	----------------------	----------------------	----------------------

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COMMENTS: \_\_\_\_\_

**MATERIAL STORAGE AREAS**

EVIDENCE OR POTENTIAL FOR POLLUTANTS ENTERING THE DRAINAGE SYSTEM: \_\_\_\_\_

OTHER COMMENTS: \_\_\_\_\_

**NON STORM WATER AND NON STRUCTURAL BMP CONTROLS**

The following non-storm water discharges from active construction sites are allowed.

- discharges from firefighting activities,
- uncontaminated fire hydrants flushing,
- water from the routine external washing of vehicles, the external portion of buildings or structures, and pavement, where detergents and soaps are not used and where spills or leaks of toxic or hazardous materials have not occurred (unless spilled materials have been removed; and if local, state, or federal regulations are applicable, the materials are removed according to those regulations), and where the purpose is to remove mud, dirt, or dust,
- uncontaminated water used for dust control,
- potable water sources including waterline flushings (excluding discharges of hypochlorinated water, unless the water is first dechlorinated and discharge are not expected to adversely affect aquatic life),
- uncontaminated air conditioning condensate,
- uncontaminated ground water or spring water, including foundation or footing drains where flows are not contaminated with industrial materials such as solvents,
- and lawn watering and similar irrigation

PROHIBIT DISCHARGING NEW WATER LINE DISINFECTION WASTEWATER AND CONCRETE WASHOUT PIT WASTEWATER. NEUTRALIZE CHLORINE RESIDUAL IN DISINFECTION WASTEWATER TO 4 PPM PER AWWA C651 AND METERED TO SANITARY SEWER OR DISCHARGE TO SEDIMENT POND. EVAPORATE WASHOUT PIT AND RECYCLE CONCRETE.

**LOCATIONS WHERE VEHICLES ENTER OR EXIT SITE**

EVIDENCE OF OFFSITE SEDIMENT TRACKING: \_\_\_\_\_

METHOD TO CORRECT \_\_\_\_\_  
DATE COMPLETE \_\_\_\_\_

**OFFSITE DISCHARGES**

EVIDENCE OF SEDIMENT OR OTHER POLLUTANTS LEAVING SITE: ( ) YES ( ) NO  
IF YES, LOCATION: \_\_\_\_\_

METHOD TO CORRECT \_\_\_\_\_  
DATE COMPLETE \_\_\_\_\_

**STORM WATER POLLUTION PREVENTION PLAN REVISION**

If this inspection has revealed any issues that require an update to the SWPP Plan, include them here.

CHANGES REQUIRED TO THE SWPP PLAN (if appropriate): \_\_\_\_\_

REASONS FOR CHANGES (if appropriate): \_\_\_\_\_

LIST ANY ADDITIONAL LOCATIONS WHERE BMPs ARE NEEDED: \_\_\_\_\_

LIST ANY INCIDENTS OF NONCOMPLIANCE WITH SWPP PLAN AND NECESSARY MODIFICATIONS TO SWPP PLAN: \_\_\_\_\_

IS FACILITY IN COMPLIANCE WITH SWPP PLAN AND PERMIT? \_\_\_\_\_

***If yes, this inspection must be properly signed and certified that the facility is in compliance.***

"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

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Name	Signature	Title	Date
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-- End of Section --

SECTION 01 58 00

PROJECT IDENTIFICATION

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. ARMY CORPS OF ENGINEERS (USACE)

EP 310-1-6a (2006) Sign Standards Manual, VOL 1

EP 310-1-6b (2006) Sign Standards Manual, VOL 2, Appendices

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

Preliminary one line drawings of project rendering; G preliminary drawing indicating layout and text content; G Sign Legend Orders; G

SD-04 Samples

Final rendering sample; G  
Final framed rendering and copies; G

1.3 PROJECT SIGN

1.3.1 Construction Project Signs

Furnish the construction project sign package, maintain the signs during construction, and remove the signs from the job site upon completion of the project. The construction project sign package consists of two signs: one for project identification and the other to show the on-the-job safety performance of the contractor. The package shall conform to the requirements of EP 310-1-6a and EP 310-1-6b, specifically Section 16.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

RECYCLED / RECOVERED MATERIALS

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)

40 CFR 247

Comprehensive Procurement Guideline for Products Containing Recovered Materials

1.2 OBJECTIVES

Government procurement policy is to acquire, in a cost effective manner, items containing the highest percentage of recycled and recovered materials practicable consistent with maintaining a satisfactory level of competition without adversely affecting performance requirements or exposing suppliers' employees to undue hazards from the recovered materials. The Environmental Protection Agency (EPA) has designated certain items which must contain a specified percent range of recovered or recycled materials. EPA designated products specified in this contract comply with the stated policy and with the EPA guidelines. The Contractor shall make all reasonable efforts to use recycled and recovered materials in providing the EPA designated products and in otherwise utilizing recycled and recovered materials in the execution of the work.

A listing of EPA's comprehensive procurement guidelines (CPG) for designated and proposed products containing recovered materials can be viewed at the Internet web pages

<http://www.epa.gov/epawaste/conserve/tools/cpg/index.htm> for designated items and proposed items.

1.3 EPA DESIGNATED ITEMS INCORPORATED IN THE WORK

Various sections of the specifications contain requirements for materials that have been designated by EPA as being products which are or can be made with recovered or recycled materials. These items, when incorporated into the work under this contract, shall contain at least the specified percentage of recycled or recovered materials unless adequate justification (non-availability) for non-use is provided. When a designated item is specified as an option to a non-designated item, the designated item requirements apply only if the designated item is used in the work.

1.4 EPA PROPOSED ITEMS INCORPORATED IN THE WORK

Products other than those designated by EPA are still being researched and are being considered for future Comprehensive Procurement Guideline (CPG) designation. It is recommended that these items, when incorporated in the

work under this contract, contain the highest practicable percentage of recycled or recovered materials, provided specified requirements are also met.

1.5 EPA LISTED ITEMS USED IN CONDUCT OF THE WORK BUT NOT INCORPORATED IN THE WORK

There are many products listed in 40 CFR 247 which have been designated or proposed by EPA to include recycled or recovered materials that may be used by the Contractor in performing the work but will not be incorporated into the work. These products include office products, temporary traffic control products, and pallets. It is recommended that these non-construction products, when used in the conduct of the work, contain the highest practicable percentage of recycled or recovered materials and that these products be recycled when no longer needed.

1.6 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-11 Closeout Submittals

List of Recycled/Recovered Materials; G.

Furnish a list and percentage of recycled/recovered materials applicable to the work in this Contract.

PART 2 PRODUCTS (Not Used)

Not Used

PART 3 EXECUTION

3.1 LIST OF RECYCLED/RECOVERED MATERIALS

In compliance with 40 CFR 247 and Contract Clauses 52.223-4 Recovered Material Certification and 52.223-9 Estimate of Percentage of Recovered Material Content for EPA-Designated Products, furnish a list of recycled/recovered materials used in contract performance of this Contract. Review the specifications and drawings and identify the designated and proposed construction products, including those items used in conduct of the work but not incorporated in the work that will be included in the Contract. The list shall include an estimate of the percentage of total materials utilized for the performance of the Contract which is recovered materials.

-- End of Section --

SECTION 01 64 00.00 44

GOVERNMENT FURNISHED PROPERTY

PART 1 GENERAL

1.1 GENERAL REQUIREMENTS

Reference the Contract Clauses at FAR 52.245-2 and FAR 52.245-4. The Government will furnish the property identified in the task order, by quantity, item and description, to be incorporated or installed into the work or used in performing the task order. The property will be furnished from storage at unless otherwise indicated at the Preconstruction Conference, and the Contractor will be required to load and transport the property to the job site at its own expense. If the property will be furnished f.o.b. railroad cars at the place specified in task order or f.o.b. truck at the project site, the Contractor shall accept delivery, pay any demurrage or detention charges, and unload and transport the property to the job site at its own expense. The Contractor shall acknowledge in writing receipt of the quantity and condition of Government furnished property within 24 hours of delivery. All such property shall be installed or incorporated into the work at the expense of the Contractor, unless otherwise indicated in the task order.

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<u>Quantity</u>	<u>:</u>	<u>Item</u>	<u>:</u>	<u>Description</u>
See Task Order				

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1.2 IDENTIFICATION OF GOVERNMENT-FURNISHED PROPERTY (APR 1984) (FAR 52.245-3)

(a) The Government will furnish to the Contractor the property identified in the Schedule to be incorporated or installed into the work or used in performing the contract. The listed property will be furnished f.o.b. railroad cars at the place specified in contract Schedule or f.o.b. truck at the project site. The Contractor is required to accept delivery, pay any demurrage or detention charges, and unload and transport the property to the job site at its own expense. When the property is delivered, the Contractor shall verify its quantity and condition and acknowledge receipt in writing to the Contracting Officer. The Contractor shall also report in writing to the Contracting Officer within 24 hours of delivery any damage to or shortage of the property as received. All such property shall be installed or incorporated into the work at the expense of the Contractor, unless otherwise indicated in this contract.

(b) Each item of property to be furnished under this clause shall be identified in the Schedule by quantity, item, and description.

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<u>Quantity</u>	<u>:</u>	<u>Item</u>	<u>:</u>	<u>Description</u>
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1.3 POINT OF DELIVERY FOR GOVERNMENT-FURNISHED PROPERTY

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION (Not Applicable)

-- End of Section --

SECTION 01 71 23.00 44

SURVEY, LAYOUT, AND OTHER DATA

PART 1 GENERAL (NOT USED)

1.1 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only or as otherwise designated. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Survey Data; G, AO

PART 2 PRODUCTS (NOT USED)

PART 3 EXECUTION

3.1 CONTRACTOR VERIFICATION OF CONTRACT SURVEY DATA

During initial site layout and before existing conditions are disturbed the Contractor shall verify, in writing, the basic survey data provided on the contract drawings. Verification shall be initiated from the point shown on the contract drawings or from the contract drawing reference point designated by the Contracting Officer's Authorized Representative and shall include, as a minimum, benchmark elevations, horizontal control points, and sufficient spot checks of critical elevations to ensure that the survey data adequately reflects existing conditions. The Contractor shall not proceed with construction until survey verification is provided to the Contracting Officer's Authorized Representative. Before an existing benchmark referenced on the contract drawings is disturbed the Contractor shall establish a new benchmark which has been approved by the Contracting Officer's Authorized Representative. Benchmarks which are destroyed without authorization from the Contracting Officer's Authorized Representative must be replaced at the Contractor's expense as prescribed in MATOC Section 00 72 00 Contract Clause, "Layout of Work." The Contractor shall refer to Contract Clauses, "Differing Site Conditions" and "Site Investigation and Conditions Affecting the Work," for additional requirements.

-- End of Section --

SECTION 01 72 00.00 44

ALTERATIONS TO EXISTING FACILITIES

PART 1 GENERAL

1.1 SUMMARY

This section covers alterations to existing facilities, complete.

PART 2 PRODUCTS

2.1 GENERAL

Materials and equipment required for repair or alterations of, or additions to, existing facilities are specified in the applicable task order specifications.

PART 3 EXECUTION

3.1 GENERAL

The task order documents indicate the extent and requirements of the alterations and additions to the existing facilities. If any departures from the drawings or specifications are deemed necessary by the Contractor, details of such departures and the reasons therefor shall be submitted as soon as possible to the Contracting Officer for action. No such departures shall be made without prior written approval of the Contracting Officer.

3.1.1 Roads and Public Areas

Roads and other public areas within the work areas shall be kept clean of construction debris at all times.

3.1.2 Protection

During nonworking hours and periods of inclement weather, the Contractor shall cover and secure all exposed openings. Buildings shall not be left overnight without sufficient protection against the elements.

3.1.3 Roofing Work

When work is required on a roof, the Contractor shall protect the existing roof surfaces, including flashings, from damage resulting from roof traffic and work operations. The Contractor shall maintain the roof in a waterproof condition. Where wheeled or foot traffic over the roof is unavoidable, provide and use adequate plank, plywood, or other protection for the roof. Wheeled vehicles shall be mounted on pneumatic-tired wheels, and shall be designed and maintained to operate without damaging the roofing membrane or the insulation or deck underneath. Roof traffic on metal roofs shall be in accordance with the recommendations of the metal roof manufacturer. Do not roll wheeled vehicles over or step on the standing seams of metal roofs.

3.2 REMOVAL

Unless otherwise specified and insofar as is practicable, items and materials shall be removed in a manner inverse to that used in the placing of the items and materials in the structure(s). Care shall be taken during removal operations to prevent any unnecessary damage to the building. Any unnecessary damage to the building(s) resulting from the Contractor's operations shall be repaired at the expense of the Contractor and to the satisfaction of the Contracting Officer. Equipment to be reinstalled shall be reinstalled after work called for under other sections of these specifications has been completed. All items which are to be removed and then reinstalled shall be carefully removed and protected until reinstalled.

### 3.3 PAINTING AND FINISHING

Existing surfaces where items and materials were removed shall be repaired and painted to match the adjoining surfaces. Surfaces remodeled shall be painted to match the adjoining surfaces. All new surfaces where specified or required to be painted shall be painted. Existing painted surfaces which are damaged by work under this contract shall be repaired to original condition and then repainted with one coat of paint to match adjacent surfaces. Where an existing painted wall or ceiling has been repaired or patched with new materials, the entire wall or ceiling containing the repaired portion shall be repainted as follows: The repaired portion shall be painted to effect complete hiding and to blend with the adjacent surfaces, and then the entire wall or ceiling given one coat of paint. The finished surfaces shall be free from runs, drops, ridges, waves, laps, brush marks, and variations of color, texture, and finish. Painting shall conform to the requirements of Section 09 90 00 PAINTS AND COATINGS.

### 3.4 ALTERATIONS

Alterations to the structure(s) shall be in accordance with the arrangement indicated on the contract documents and as approved by the Contracting Officer. All alterations shall be performed by workmen skilled in the work and in accordance with the best standard practices of the trades involved. All work shall be performed in accordance with the requirements for new work as specified under the applicable sections of these specifications.

### 3.5 DISPOSAL

Rubbish and debris shall be removed from Government property daily, unless otherwise directed, to avoid accumulation at the site. Materials that cannot be removed daily shall be stored in areas specified by the Contracting Officer. Concrete, masonry, and other noncombustible material, and combustible material, shall be disposed of off the site unless otherwise specified. Remove and transport debris in a manner that prevents spillage on streets or adjacent areas. Local regulations regarding hauling and disposal shall apply. Title to and disposal of salvage and scrap shall be as specified in Section 00 73 00 SPECIAL CONTRACT REQUIREMENTS.\*

### 3.6 CLEAN UP

Upon completion of the work all staging, scaffolding, and containers shall be removed from the site or destroyed as approved. Paint spots, oil or stains upon surfaces shall be removed and the entire job left clean and acceptable to the Contracting Officer. See Section 01 78 00 CLOSEOUT SUBMITTALS for additional requirements.

-- End of Section --

SECTION 01 74 19

CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ASTM INTERNATIONAL (ASTM)

ASTM E 1609 (2001) Development and Implementation of a Pollution Prevention Program

U.S. GREEN BUILDING COUNCIL (USGBC)

LEED (2009) LEED NC Reference Guide for Green Building Design and Construction

1.2 GOVERNMENT POLICY

Government policy is to apply sound environmental principles in the design, construction and use of facilities. As part of the implementation of that policy the Contractor shall: (1) practice efficient waste management when sizing, cutting, and installing products and materials and (2) use all reasonable means to divert construction and demolition waste from landfills and incinerators and to facilitate their recycling or reuse. A minimum of 60 percent by weight of total project solid waste shall be diverted from the landfill.

1.3 MANAGEMENT

Develop and implement a waste management program in accordance with ASTM E 1609 and as specified. Take a pro-active, responsible role in the management of construction and demolition waste and require all subcontractors, vendors, and suppliers to participate in the effort. Construction and demolition waste includes products of demolition or removal, excess or unusable construction materials, packaging materials for construction products, and other materials generated during the construction process but not incorporated into the work. In the management of waste consideration shall be given to the availability of viable markets, the condition of the material, the ability to provide the material in suitable condition and in a quantity acceptable to available markets, and time constraints imposed by internal project completion mandates. The Contractor is responsible for implementation of any special programs involving rebates or similar incentives related to recycling of waste. Revenues or other savings obtained for salvage, or recycling accrue to the Contractor. Appropriately permit firms and facilities used for recycling, reuse, and disposal for the intended use to the extent required by federal, state, and local regulations. Also, provide on-site instruction of appropriate separation, handling, recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the project.

1.4 SUBMITTALS

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Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. The following shall be submitted in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Waste Management Plan; G; (LEED)

SD-11 Closeout Submittals

Records; (LEED)

1.5 MEETINGS

Conduct Construction Waste Management meetings. After award of the Contract and prior to commencement of work, schedule and conduct a meeting with the Contracting Officer to discuss the proposed Waste Management Plan and to develop a mutual understanding relative to the details of waste management. The requirements for this meeting may be fulfilled during the coordination and mutual understanding meeting outlined in Section 01 45 00.00 2001 45 00.00 10 QUALITY CONTROL. At a minimum, environmental and waste management goals and issues shall be discussed at the following additional meetings:

- a. Pre-bid meeting.
- b. Preconstruction meeting.
- c. Regular QC meetings.
- d. Work safety meetings.

1.6 WASTE MANAGEMENT PLAN

A waste management plan shall be submitted within 15 days after notice to proceed and not less than 10 days before the preconstruction meeting. The plan shall demonstrate how the project waste diversion goal shall be met and shall include the following:

- a. Name of individuals on the Contractor's staff responsible for waste prevention and management.
- b. Actions that will be taken to reduce solid waste generation, including coordination with subcontractors to ensure awareness and participation.
- c. Description of the regular meetings to be held to address waste management.
- d. Description of the specific approaches to be used in recycling/reuse of the various materials generated, including the areas on site and equipment to be used for processing, sorting, and temporary storage of wastes.
- e. Characterization, including estimated types and quantities, of the waste to be generated.
- f. Name of landfill and/or incinerator to be used and the estimated costs for use, assuming that there would be no salvage or recycling on the project.

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- g. Identification of local and regional reuse programs, including non-profit organizations such as schools, local housing agencies, and organizations that accept used materials such as materials exchange networks and Habitat for Humanity. Include the name, location, and phone number for each reuse facility to be used, and provide a copy of the permit or license for each facility.
- h. List of specific waste materials that will be salvaged for resale, salvaged and reused on the current project, salvaged and stored for reuse on a future project, or recycled. Recycling facilities that will be used shall be identified by name, location, and phone number, including a copy of the permit or license for each facility.
- i. Identification of materials that cannot be recycled/reused with an explanation or justification, to be approved by the Contracting Officer.
- j. Description of the means by which any waste materials identified in item (h) above will be protected from contamination.
- k. Description of the means of transportation of the recyclable materials (whether materials will be site-separated and self-hauled to designated centers, or whether mixed materials will be collected by a waste hauler and removed from the site).
- l. Anticipated net cost savings determined by subtracting Contractor program management costs and the cost of disposal from the revenue generated by sale of the materials and the incineration and/or landfill cost avoidance.

Revise and resubmit Plan as required by the Contracting Officer. Approval of Contractor's Plan will not relieve the Contractor of responsibility for compliance with applicable environmental regulations or meeting project cumulative waste diversion requirement. Distribute copies of the Waste Management Plan to each subcontractor, the Quality Control Manager, and the Contracting Officer.

#### 1.7 RECORDS

Records shall be maintained to document the quantity of waste generated; the quantity of waste diverted through sale, reuse, or recycling; and the quantity of waste disposed by landfill or incineration. The records shall be made available to the Contracting Officer during construction, and a copy of the records shall be delivered to the Contracting Officer and the Solid Waste Management Office of the facility owner upon completion of the construction.

#### 1.8 COLLECTION

Separate, store, protect, and handle at the site identified recyclable and salvageable waste products in a manner that maximizes recyclability and salvagability of identified materials. Provide the necessary containers, bins and storage areas to facilitate effective waste management and clearly and appropriately identify them. Provide materials for barriers and enclosures around recyclable material storage areas which are nonhazardous and recyclable or reusable. Locate out of the way of construction traffic. Provide adequate space for pick-up and delivery and convenience to subcontractors. Recycling and waste bin areas are to be kept neat and clean, and recyclable materials shall be handled to prevent contamination of materials from incompatible products and materials. Clean contaminated materials prior to placing in collection containers. Use cleaning materials that are nonhazardous and biodegradable. Handle hazardous waste and hazardous materials in accordance with applicable regulations and coordinate

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with Section 01 57 20.00 10 ENVIRONMENTAL PROTECTION. Separate materials by one of the following methods:

1.8.1 Source Separated Method.

Waste products and materials that are recyclable shall be separated from trash and sorted as described below into appropriately marked separate containers and then transported to the respective recycling facility for further processing. Deliver materials in accordance with recycling or reuse facility requirements (e.g., free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process). Separate materials into the following category types as appropriate to the project waste and to the available recycling and reuse programs in the project area:

- a. Land clearing debris.
- b. Asphalt.
- c. Concrete and masonry.
- d. Metal (e.g. banding, stud trim, ductwork, piping, rebar, roofing, other trim, steel, iron, galvanized, stainless steel, aluminum, copper, zinc, lead brass, bronze).
  - (1) Ferrous.
  - (2) Non-ferrous.
- e. Wood (nails and staples allowed).
- f. Debris.
- g. Glass (colored glass allowed).
- h. Paper.
  - (1) Bond.
  - (2) Newsprint.
  - (3) Cardboard and paper packaging materials.
- i. Plastic.
  - (1) Type 1: Polyethylene Terephthalate (PET, PETE).
  - (2) Type 2: High Density Polyethylene (HDPE).
  - (3) Type 3: Vinyl (Polyvinyl Chloride or PVC).
  - (4) Type 4: Low Density Polyethylene (LDPE).
  - (5) Type 5: Polypropylene (PP).
  - (6) Type 6: Polystyrene (PS).
  - (7) Type 7: Other. Use of this code indicates that the package in question is made with a resin other than the six listed above, or is made of more than one resin listed above, and used in a multi-layer combination.
- j. Gypsum.

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- k. Non-hazardous paint and paint cans.
- l. Carpet.
- m. Ceiling tiles.
- n. Insulation.
- o. Beverage containers.

1.8.2 Co-Mingled Method.

Waste products and recyclable materials shall be placed into a single container and then transported to a recycling facility where the recyclable materials are sorted and processed.

1.8.3 Other Methods.

Other methods proposed by the Contractor may be used when approved by the Contracting Officer.

1.9 DISPOSAL

Control accumulation of waste materials and trash. Recycle or dispose of collected materials off-site at intervals approved by the Contracting Officer and in compliance with waste management procedures. Except as otherwise specified in other sections of the specifications, disposal shall be in accordance with the following:

1.9.1 Reuse.

First consideration shall be given to salvage for reuse since little or no re-processing is necessary for this method, and less pollution is created when items are reused in their original form. Coordinate reuse with the Contracting Officer. Sale or donation of waste suitable for reuse shall be considered.

1.9.2 Recycle.

Waste materials not suitable for reuse, but having value as being recyclable, shall be made available for recycling. All fluorescent lamps, HID lamps, and mercury-containing thermostats removed from the site shall be recycled. Arrange for timely pickups from the site or deliveries to recycling facilities in order to prevent contamination of recyclable materials.

1.9.3 Waste.

Materials with no practical use or economic benefit shall be disposed at a landfill or incinerator.

1.9.4 Return

Set aside and protect misdelivered and substandard products and materials and return to supplier for credit.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

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Not used. -- End of Section --

SECTION 01 78 00

CLOSEOUT SUBMITTALS

PART 1 GENERAL  
1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

U.S. DEPARTMENT OF DEFENSE (DOD)

UFC 1-300-08 (2009, with Change 2) Criteria for Transfer and Acceptance of DoD Real Property

1.2 SUBMITTALS

Government approval is required for submittals with a "G" designation; submittals not having a "G" designation are for information only. When used, a designation following the "G" designation identifies the office that will review the submittal for the Government. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

As-Built Record of Equipment and Materials  
Warranty Management Plan

Three sets of the construction warranty management plan containing information relevant to the warranty of materials and equipment incorporated into the construction project, including the starting date of warranty of construction. The Contractor shall furnish with each warranty the name, address, and telephone number of each of the guarantor's representatives nearest to the project location.

Warranty Tags  
Performance Bond During Warranty;  
Warranty Point of Contact;  
Warranty Report;

Final Cleaning  
Spare Parts Data

SD-08 Manufacturer's Instructions

Preventative Maintenance  
Condition Monitoring (Predictive Testing)  
Inspection  
Posted Instructions

SD-10 Operation and Maintenance Data

Operation and Maintenance Manuals

SD-11 Closeout Submittals

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Red Zone Meeting Video;

Record Drawings  
Preliminary Record Drawings;  
Final Record Drawings;  
Drawings showing final as-built conditions of the project.  
Final Approved Shop Drawings  
Real Property Equipment  
Certification of EPA Designated Items; G  
Interim Form DD1354; G  
Checklist for Form DD1354; G  
Key Control Register and Inventory DA Form 5513; G  
Inventory Of Contractor Furnished And Installed Equipment;  
Real Property Record  
Non-Use of Asbestos Containing Material and Lead Base Paint  
Memorandum;

1.3 GENERAL

1.3.1 Payment

Contract closeout activities such as, but not limited to, operation and maintenance manuals, record drawings, warranty requirements, equipment warranty identification tags, and inventories, real property maintenance records, payrolls, shop drawing submittals, and final cleanup are subsidiary activities of the contract work ; separate payment will not be made for any activity unless otherwise specified. Final contract payment will not be made until completion and approval of all contract closeout activities.

1.3.2 HVAC Testing

The HVAC Testing that the Contractor schedules after substantial completion pursuant to paragraph entitled "Testing of Heating and Air-Conditioning Systems" of Section 01 00 00.00 44 DESIGN AND CONSTRUCTION SCHEDULE has a value to the Government of 10 percent of the value of the equipment to be tested. The Contractor shall reserve that amount to be paid on any equipment that will require testing after substantial completion pursuant to the above referenced specification paragraph.

1.4 PROJECT RECORD DOCUMENTS

1.4.1 Record Drawings

Drawings showing final as-built conditions of the project. This paragraph covers record drawings complete, as a requirement of the contract. The terms "drawings," "contract drawings," "drawing files," "working record drawings" and "final record drawings" refer to contract drawings which are revised to be used for final record drawings showing as-built conditions. The final CADD record drawings must consist of one set of electronic CADD drawing files in the specified format, 2 sets of black-line prints, and one set of the approved working Record drawings.

1.4.1.1 Definition

Project Record documents are a record of the construction as installed and completed by the Contractor. They are a record of all deviations, modifications, or changes from contract set of drawings (the accepted 100% design drawings) and other documents, however minor, which were incorporated in the work. They include all the information shown on the contract set of drawings, any Contractor-original drawings, all additional work not appearing on the contract drawings, and all changes which are made after final inspection of the contract work.

1.4.1.2 Contractor-Original Record Drawings

Contractor-original record drawings are those drawings drawn by the Contractor to further explain the Contract documents such as subcontractor submittals for fire protection/detection, communication, and other systems, and approved Contractor's solutions to problems. Submit these drawings as full-size reproducible sheets and CADD files. CADD files shall conform to the Working CADD file requirements specified in paragraph "Final Record Drawings."

1.4.1.3 Preliminary Record Drawings

The Contractor shall mark up both a reproducible set and a set of prints to show as-built conditions. These two sets, hereafter called preliminary record drawings, or singly, reproducibles or prints, shall be kept current and available on the jobsite at all times, except as noted below. For drawings contained within the Specifications, the Contractor shall mark up copies of these drawings to show as-built conditions; these copies will be considered the preliminary record drawings and shall be kept current and available on the jobsite at all times, except as noted below. Assign a member of the Contractor's Quality Control Organization to be responsibility for the maintenance and currency of the preliminary record drawings. This assignment and any reassignment of duties concerning the maintenance of the record drawings shall be promptly reported to the Contracting Officer's representative for approval. All changes from the contract drawings which are made in the work or additional information which might be uncovered in the course of construction, including uncharted utilities, shall be accurately and neatly recorded as they occur by means of details and notes. Clearly identify all changes and/or required additions to the preliminary record drawings in a contrasting color and which is compatible with reproduction of the preliminary record drawings. Update preliminary record drawings by Friday of each week. During periods when the reproducibles are being copied and are therefore not available at the jobsite, continue posting all required data to the prints. Minimize the time that the reproducibles are away from the jobsite and update them with all as-built data immediately upon their return. The preliminary record drawings will be jointly inspected for accuracy and completeness by the Contracting Officer's representative and the assigned representative of the Contractor's Quality Control Organization prior to submission of each monthly pay estimate. See paragraph, "Withholding for Preliminary Record Drawings." The record drawings shall show the following information, but not be limited thereto:

a. The location and description of utility lines or other installation of any kind or description known to or found to exist within the construction area. The location of exterior utilities includes actual measured horizontal distances from utilities to permanent facilities/features. These measurements shall be within an accuracy range of 6 inches and shall be shown at sufficient points to permit easy location of utilities for future maintenance purposes. Show measurements for all change of direction points and all surface or underground components such as valves, manholes, drop inlets, cleanouts, meter, etc. Indicate the general depth range of each underground utility line (i.e., 3 to 4 feet in depth). The description of exterior utilities includes the actual quantity, size, and material of utility lines.

b. The location and size of all uncharted existing utilities encountered.

c. The location and dimensions of any changes within the building or structure.

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d. Correct grade or alignment of roads, structures or utilities if any changes were made from contract drawings.

e. Correct elevations if changes were made in site grading.

f. Changes in details of design or additional information obtained from working drawings specified to be prepared and/or furnished by the Contractor including but not limited to fabrication, erection, installation plans and placing details, pipe sizes, insulation material, dimensions of equipment foundations, etc.

g. The topography and grades of all drainage installed or affected as a part of the project construction.

h. Options

Where contract drawings or specifications allow options, only the option selected for construction shall be shown on the record drawings.

i. Blue Line or Black Line Prints

Blue-line or black-line prints shall be full size. All blue or black line prints shall exhibit good readable print with clear, sharp, dark lines, and shall not be smeared, faded, double imaged, or have torn or ragged edges.

j. Prefinal Inspection For Each Item of Work

As part of the prefinal inspection for each item of work, the current updated preliminary marked-up record drawings and as-built CADD drawing files will be reviewed. They shall comply with this specification prior to scheduling the final inspection, and/or prior to substantial completion of the item of work.

k. Preliminary Record Drawing Final Submittal

Prior to scheduling the red zone meeting and the final acceptance inspection of the last or only bid schedule item of work, the updated preliminary marked-up record drawings and the updated as-built CADD drawing files shall be completed and delivered to the Contracting Officer's Representative for review and approval. If upon review, the drawings and files are found to contain errors and/or omissions, they will be returned to the Contractor for corrections. Failure of the Contractor to make timely delivery of the preliminary record drawings and files on any or all items of work will be cause for the Government to delay substantial completion and to withhold the amount indicated in paragraph "Withholding for Preliminary Record Drawings," in accordance with the terms and conditions of the contract.

l. Withholding for Preliminary Record Drawings

Failure by the Contractor to maintain current and satisfactory preliminary record drawings in accordance with these requirements will result in withholding from progress payments 10 percent of the progress payment amount until such time as the record drawings are brought into compliance. This withheld amount will be indicated on monthly payment estimates until the Contractor has fulfilled these contract requirements.

m. Final Inspection

For each interim item of work, furnish a copy of the preliminary record drawings for that item, which the Contractor has reproduced from the approved preliminary record drawing reproducibles, to the Contracting Officer's representative at the time of final inspection for that item. At  
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the time of final inspection on the last or only item of work, the Contractor shall deliver a copy of the complete set of the approved preliminary record drawings to the Contracting Officer's Representative.

1.4.1.4 Final Record Drawings

For contracts that do not require the drawings' CADD files to be updated, the preliminary record drawings, including fire protection/detection shop drawings and other special drawings, upon approval, will be considered the final record drawings and both sets will be retained by the Contracting Officer.

1.4.1.5 Post-Record Drawing Work

In event the Contractor accomplishes additional work which changes the as-built conditions of the facility after submission of the record drawings, the Contractor shall furnish revised and/or additional drawings (hard copy and electronic (CADD and.pdf) files), as required to depict as-built conditions. Incorporate revised and additional files into the completed sets of contract record electronic (CADD and .pdf) files. The requirements for these additional drawings and files, will be the same as for the record drawings included in the original submission.

1.4.1.6 Payment for Final Record Drawings

If there is no separate contract line item (CLIN) for as-built drawings, the Government will withhold the amount of 10% of the present construction value, whichever is the greater, until the final as-built drawing submittal has been approved by the Government.

1.4.2 As-Built Record of Equipment and Materials

Furnish one copy of preliminary record of equipment and materials used on the project 15 days prior to final inspection. This preliminary submittal will be reviewed and returned 2 days after final inspection with Government comments. Submit Two sets of final record of equipment and materials 10 days after final inspection. Key the designations to the related area depicted on the contract drawings. List the following data:

RECORD OF DESIGNATED EQUIPMENT AND MATERIALS DATA

Description	Specification Section	Manufacturer and Catalog, Model, and Serial Number	Composition and Size	Where Used
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1.4.3 Final Approved Shop Drawings

Furnish final approved project shop drawings 30 days after transfer of the completed facility.

1.4.4 Construction Contract Specifications

Furnish final record (as-built) construction contract specifications, including modifications thereto, 30 days after transfer of the completed facility.

1.4.5 Real Property Equipment

Furnish a list of installed equipment furnished under this contract. Include all information usually listed on manufacturer's name plate. In the "EQUIPMENT-IN-PLACE LIST" include, as applicable, the following for each piece of equipment installed: description of item, location (by room  
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number), model number, serial number, capacity, name and address of manufacturer, name and address of equipment supplier, condition, spare parts list, manufacturer's catalog, and warranty. Furnish a draft list at time of transfer. Furnish the final list 30 days after transfer of the completed facility.

1.5 SPARE PARTS DATA

Submit two copies of the Spare Parts Data list.

- a. Indicate manufacturer's name, part number, nomenclature, and stock level required for maintenance and repair. List those items that may be standard to the normal maintenance of the system.
- b. Supply items of each part for spare parts inventory. Provision of spare parts does not relieve the Contractor of responsibilities listed under the contract guarantee provisions.

1.6 PREVENTATIVE MAINTENANCE

Submit Preventative Maintenance, Condition Monitoring (Predictive Testing) and Inspection schedules with instructions that state when systems should be retested.

- a. Define the anticipated length of each test, test apparatus, number of personnel identified by responsibility, and a testing validation procedure permitting the record operation capability requirements within the schedule. Provide a signoff blank for the Contractor and Contracting Officer for each test feature; e.g., gpm, rpm, psi. Include a remarks column for the testing validation procedure referencing operating limits of time, pressure, temperature, volume, voltage, current, acceleration, velocity, alignment, calibration, adjustments, cleaning, or special system notes. Delineate procedures for preventative maintenance, inspection, adjustment, lubrication and cleaning necessary to minimize corrective maintenance and repair.
- b. Repair requirements must inform operators how to check out, troubleshoot, repair, and replace components of the system. Include electrical and mechanical schematics and diagrams and diagnostic techniques necessary to enable operation and troubleshooting of the system after acceptance.

1.7 CERTIFICATION OF EPA DESIGNATED ITEMS

Submit the Certification of EPA Designated Items as required by FAR 52.223-9, "Certification and Estimate of Percentage of Recovered Material Content for EPA Designated Items". Include on the certification form the following information: project name, project number, Contractor name, license number, Contractor address, and certification. The certification will read as follows and be signed and dated by the Contractor. "I hereby certify the information provided herein is accurate and that the requisition/procurement of all materials listed on this form comply with current EPA standards for recycled/recovered materials content. The following exemptions may apply to the non-procurement of recycled/recovered content materials: 1) The product does not meet appropriate performance standards; 2) The product is not available within a reasonable time frame; 3) The product is not available competitively (from two or more sources); 4) The product is only available at an unreasonable price (compared with a comparable non-recycled content product)." Record each product used in the project that has a requirement or option of containing recycled or biobased content in accordance with Section 01 62 35 RECYCLED/RECOVERED MATERIALS, noting total price, total value of post-industrial recycled content, total value of post-consumer recycled content, total value of biobased content,

exemptions (1, 2, 3, or 4, as indicated), and comments. Recycled and biobased content values may be determined by weight or volume percent, but must be consistent throughout.

## 1.8 INVENTORY OF CONTRACTOR FURNISHED AND INSTALLED EQUIPMENT

A list of equipment or units of equipment that require electrical power or fuel, or may require removal or replacement such as AHUs, fans, air conditioners, compressors, condensers, boiler, thermal exchangers, pumps, cooling towers, tanks, fire hydrants, sinks, water closets, lavatories, urinals, shower stalls, and any other large plumbing fixtures, light fixtures, etc., shall be made and kept up to date as installed. The list shall be reviewed periodically by the Government to insure completeness and accuracy. Partial payment will be withheld for equipment not incorporated in the list. List shall include on each item as applicable: Description, Manufacturer, Model or Catalog No., Serial No., Input (power, voltage, BTU, etc.), Output (power, voltage, BTU, tons, etc.), Size or Capacity (tanks), and net inventory costs; any other data necessary to describe item and shall list all warrantors and warranty periods for each item of equipment. Final list shall be turned over to the Authorized Representative of the Contracting Officer at the time of the Contractor's quality control completion inspection.

## 1.9 WARRANTY MANAGEMENT

### 1.9.1 Warranty Management Plan

Develop a warranty management plan which contains information relevant to the clause Warranty of Construction in Section 00 72 00 CONTRACT CLAUSES. At least 30 days before the planned pre-warranty conference, submit one set of the warranty management plan. Include within the warranty management plan all required actions and documents to assure that the Government receives all warranties to which it is entitled. The plan must be in narrative form and contain sufficient detail to render it suitable for use by future maintenance and repair personnel, whether tradesmen, or of engineering background, not necessarily familiar with this contract. The term "status" as indicated below must include due date and whether item has been submitted or was accomplished. Warranty information made available during the construction phase must be submitted to the Contracting Officer for approval prior to each monthly pay estimate. Assemble approved information in a binder and turn over to the Government upon acceptance of the work. The construction warranty period will begin on the date of project acceptance and continue for the full product warranty period. A 4-month, 9-month, and Final (12<sup>th</sup> month) Warranty Conference will be conducted with the Contractor and Government to Review the progress and outstanding Warranty Items. The Contractor provide the status of outstanding Warranty Items at the meeting.

Include within the warranty management plan, but not limited to, the following:

- a. Roles and responsibilities of all personnel associated with the warranty process, including points of contact and telephone numbers within the organizations of the Contractors, subcontractors, manufacturers or suppliers involved.
- b. Furnish with each warranty the name, address, and telephone number of each of the guarantor's representatives nearest to the project location.
- c. Listing and status of delivery of all Certificates of Warranty for extended warranty items, to include roofs, HVAC balancing, pumps, motors, transformers, and for all commissioned systems such as fire

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protection and alarm systems, sprinkler systems, lightning protection systems, etc.

- d. A list for each warranted equipment, item, feature of construction or system indicating:
  - (1) Name of item.
  - (2) Model and serial numbers.
  - (3) Location where installed.
  - (4) Name and phone numbers of manufacturers or suppliers.
  - (5) Names, addresses and telephone numbers of sources of spare parts.
  - (6) Warranties and terms of warranty. Include one-year overall warranty of construction, including the starting date of warranty of construction. Items which have extended warranties must be indicated with separate warranty expiration dates.
  - (7) Cross-reference to warranty certificates as applicable.
  - (8) Starting point and duration of warranty period.
  - (9) Summary of maintenance procedures required to continue the warranty in force.
  - (10) Cross-reference to specific pertinent Operation and Maintenance manuals.
  - (11) Organization, names and phone numbers of persons to call for warranty service.
  - (12) Typical response time and repair time expected for various warranted equipment.
- e. The Contractor's plans for attendance at the 4 and 9 month post-construction warranty inspections conducted by the Government.
- f. Procedure and status of tagging of all equipment covered by extended warranties.
- g. Copies of instructions to be posted near selected pieces of equipment where operation is critical for warranty and/or safety reasons.

#### 1.9.2 Performance Bond

The Contractor's Performance Bond must remain effective throughout the construction period .

- a. In the event the Contractor fails to commence and diligently pursue any construction warranty work required, the Contracting Officer will have the work performed by others, and after completion of the work, will charge the remaining construction warranty funds of expenses incurred by the Government while performing the work, including, but not limited to administrative expenses.
- b. In the event sufficient funds are not available to cover the construction warranty work performed by the Government at the Contractor's expense, the Contracting Officer will have the right to recoup expenses from the bonding company.
- c. Following oral or written notification of required construction warranty repair work, respond in a timely manner. Written verification will follow oral instructions. Failure of the Contractor to respond will be cause for the Contracting Officer to proceed against the Contractor.

#### 1.9.3 Pre-Warranty Conference

Prior to contract completion, and at a time designated by the Contracting Officer, meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of this section.

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Communication procedures for Contractor notification of construction warranty defects, priorities with respect to the type of defect, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer for the execution of the construction warranty will be established/reviewed at this meeting. In connection with these requirements and at the time of the Contractor's quality control completion inspection, furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue construction warranty work action on behalf of the Contractor. This warranty point of contact will be located within the local service area of the warranted construction, be continuously available, and be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of its responsibilities in connection with other portions of this provision.

1.9.4      Warranty Tags

At the time of installation, tag each warranted item with a durable, oil and water resistant tag approved by the Contracting Officer. Attach each tag with a copper wire and spray with a silicone waterproof coating. Also, submit two record copies of the warranty tags showing the layout and design. The date of acceptance and the QC signature must remain blank until the project is accepted for beneficial occupancy. Show the following information on the tag.

- a. Type of product/material \_\_\_\_\_.
- b. Model number \_\_\_\_\_.
- c. Serial number \_\_\_\_\_.
- d. Contract number \_\_\_\_\_.
- e. Warranty period \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_.
- f. Inspector's signature \_\_\_\_\_.
- g. Construction Contractor \_\_\_\_\_.  
Address \_\_\_\_\_.
- h. Warranty contact \_\_\_\_\_.  
Address \_\_\_\_\_.  
Telephone number \_\_\_\_\_.
- i. Warranty response time priority code \_\_\_\_\_.

j. WARNING - PROJECT PERSONNEL TO PERFORM ONLY OPERATIONAL MAINTENANCE DURING THE WARRANTY PERIOD.

1.10.6.1    Duplicate Information

If the manufacturer's name (MFG), model number, and serial number are on the manufacturer's equipment data plate and this data plate is easily found and fully legible, this information need not be duplicated on the equipment warranty tag.

1.10.6.2    Execution

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Complete the required information on each tag and install these tags on the equipment by the time of and as a condition of final acceptance of the equipment. Schedule this activity in the Contractor progress reporting system. Schedule the final acceptance inspection based upon notice from the Contractor, thus if the Contractor is at fault in this inspection being delayed, the Contractor will, at the Contractor's own expense, update the in-service and warranty expiration dates on these tags.

#### 1.10.6.3 Updating Equipment Warranty Tags

Repairing or replacing warranted equipment: include an updated warranty identification tag on the repaired or replaced equipment. Using a fine point permanent marker pen, update the tag by checking whether the equipment was repaired or replaced, then indicate the date the work was completed. If the equipment was replaced, furnish a new tag identical to the original tag except indicate or update the manufacturer, MODEL NO., SERIAL NO., and Date Equip Placed In Service. Also, indicate whether the equipment has been replaced and the date of replacement.

#### MECHANICAL TESTING AND BALANCING

All contract requirements of UFGS Section 23 09 53.00 20 SPACE TEMPERATURE CONTROL SYSTEMS must be fully completed, including all testing, prior to contract completion date. In addition, all contract requirements of UFGS Section 23 05 93 TESTING, ADJUSTING AND BALANCING must be fully completed, including testing and inspection, prior to contract completion date, except as noted otherwise in UFGS Section 23 05 93. The time required to complete all work and testing as prescribed by UFGS Sections 23 09 53.00 20 and 23 05 93 is included in the allotted calendar days for completion.

### 1.11 OPERATION AND MAINTENANCE MANUALS

The Contractor shall be responsible for the preparation, coordination, execution and submittal of all Equipment Operating, Maintenance, and Repair manuals (O & M Manuals), including spare parts lists (**with the names and PHONE NUMBERS of local suppliers**), special tools, inventories of equipment manuals, and maintenance instructions, and shall conduct all training for operating and service personnel. Operation and maintenance manuals shall cover all system installations provided in this Contract and shall be in sufficient detail to facilitate normal maintenance and troubleshooting by persons with minimum experience with the installed equipment.

#### 1.11.1 Submittal Requirements

All of the above listed items required in the technical specifications shall be fully developed and submitted to the Contracting Officer not less than 30 calendar days prior to the scheduled final acceptance inspection date and prior to scheduling training for operating and service personnel. The Contractor shall coordinate the content of each instruction period required in the technical specifications with the Contracting Officer's Representative prior to the actual start of the training period.

#### 1.11.1.1 Field Training

Field Training is a requirement for substantial completion. The Contractor shall conduct a training course for the operating staff for each particular system. The training is to be conducted during hours of normal working time and shall start after the system is functionally complete. The field instructions shall cover all of the items contained in the Equipment Operating, Maintenance and Repair Manuals. The training will include both classroom and "hands-on" training. The Contractor shall submit a lesson plan outlining the information to be discussed during training periods.

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This lesson plan will be submitted 90 days before contract completion and approved before the field training occurs. Training shall be recorded on video tape (VHS FORMAT) or DVD and shall be furnished to the Government within ten (10) days following training. The taping shall include the entire session(s). The original video tape(s) or DVD's shall be labeled and turned over to the Contracting Officer. The video cameras, tapes, and DVD's utilized by the Contractor shall be of a quality to enable clear and understandable playbacks of the recorded events. Training shall be documented by the Contractor and a list of attendees shall be furnished to the Government.

#### 1.11.1.2 Draft O & M Manuals

On those systems where complete and comprehensive operation and maintenance manuals cannot be fully developed until the system(s) is (are) checked, tested, and/or balanced, and the checking, testing, and/or balancing has not been done when submittals are required, a proposed draft of those system manual(s) shall be submitted. The covers of draft O & M Manuals shall be labeled "DRAFT" in large (not less than font size 24), legible, printed letters. Submit fully developed O & M Manuals for approval after the systems have been checked, tested, and/or balanced but prior to the scheduled final acceptance inspection date.

#### 1.11.1.3 Commencement of Warranty of Construction

Failure to submit all specified O & M manuals, spare parts listings, spare parts, special tools, inventories of installed property, and training video tapes in a timely manner will be considered as delaying substantial completion of the work. Commencement of warranty under the Contract Clause WARRANTY OF CONSTRUCTION will not occur until all these items are delivered and approved by the Contracting Officer, but not earlier than the date of final acceptance of the work by the Government. When the O & M Manuals with drafts are approved they will not constitute a reason for delaying the start of the warranty period.

#### 1.11.2 Government Possession of Work

The Government may take possession of any completed or partially completed work as provided for under Contract Clause entitled "USE AND POSSESSION PRIOR TO COMPLETION." If the installed equipment and/or systems thereto, have not been accepted by the Government due to the Contractor's failure to submit the above specified items, the Contractor shall operate and maintain such plant or system at no additional cost to the Government until such time that the specified items have been received, approved and any subsequent testing, check-out and/or training has been completed.

#### 1.11.3 Payment

If there is no separate CLIN for O&M Manuals, the Government will withhold 10% as non-progressed work, until submittal and approval of all O&M manuals are complete.

#### 1.11.4 Preparation And Submission Of Operation And Maintenance Manuals

This paragraph establishes general requirements for the preparation and submission of equipment operating, maintenance, and repair manuals as called for in the various sections of the specifications. Specific instruction(s) relating to a particular system or piece of equipment shall be incorporated into the manuals in accordance with the applicable technical specification.

#### 1.11.4.1 General Requirements

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Furnish permanent electronic copies of the final Equipment Operating, Maintenance, and Repair Manuals on CD-ROM disk along with the number specified in the the technical sections. Provide 2 hard copies and 4 disc copies of the final O&M manuals unless the specified number is higher. Documents on the CD-ROM disk drive shall be in portable document format (.pdf); all printed and graphic documents, drawings, and illustrations shall be legible and bookmarked.

1.11.4.2 Equipment Operating, Maintenance, and Repair Manuals

a. General

Provide separate manuals for each utility system as defined hereinafter. Provide the number of copies of the manuals specified above or in the applicable technical section. Include in the manuals, in separate sections, the following information for each item of equipment. These requirements may be supplemented by additional requirements specified in the technical sections:

(1) Performance sheets and graphs showing capacity data, efficiencies, electrical characteristics, pressure drops, and flow rates. Marked-up catalogs or catalog pages do not satisfy this requirement. Performance information shall be presented as concisely as possible and contain only data pertaining to equipment actually installed.

(2) Catalog cuts showing application information.

(3) Installation information showing minimum acceptable requirements.

(4) Operation and maintenance requirements. Include adequate illustrative material to identify and locate operating controls, indicating devices and locations of areas or items requiring maintenance.

(a) Describe, in detail, starting and stopping procedures for components, adjustments required to obtain optimum equipment performance, and corrective actions for malfunctions.

(b) Describe in the maintenance instructions the nature and frequency of routine maintenance and procedures to be followed. Indicate any special tools, materials, and test equipment that may be required.

(5) Repair information including diagrams and schematics, guidance for diagnosing problems, and detailed instructions for making repairs. Provide troubleshooting information that includes a statement of the indication or symptom of trouble and the sequential instructions necessary. Include test hookups to determine the cause, special tools and test equipment, and methods for returning the equipment to operating conditions. Information may be in chart form or in tabular format with appropriate headings.

(6) Parts lists with names and addresses of closest parts supply agencies, the current unit prices, and the sources of supply. Include spare parts data for each different item of materials and equipment specified.

(7) Names and addresses of local manufacturers representatives.

b. Facility Heating Systems

Provide information for the following equipment: Boilers, water treatment, chemical feed pumps and tanks, converters, heat exchangers, pumps, unit heaters, fin-tube radiation, air handling units (both heating only and

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heating and cooling), and valves (associated with heating systems).

c. Air-Conditioning Systems

Provide information on chillers, packaged air-conditioning equipment, towers, water treatment, chemical feed pumps and tanks, air-cooled condensers, pumps, compressors, air handling units, and valves (associated with air-conditioning systems).

d. Temperature Control and HVAC Distribution Systems

(1) Provide the information described for the following equipment:

Valves, fans, air handling units, pumps, boilers, converters, and heat exchangers, chillers, water cooled condensers, cooling towers, and fin-tube radiation.

(2) Provide all information described for the following equipment:

Control air compressors, control components (sensors, controllers, adapters, and actuators), and flow measuring equipment.

e. Central Heating Plants

Provide the information described for the following equipment: Boilers, converters, heat exchangers, pumps, fans, steam traps, pollution control equipment, chemical feed equipment, control systems, fuel handling equipment, de-aerators, tanks (flash, expansion, return water, etc.), water softeners, and valves.

f. District Heating Distribution Systems

Provide the information described for the following equipment: Valves, fans, pumps, converters and heat exchangers, steam traps, tanks (expansion, flash, etc.) and piping systems.

g. Exterior Electrical Systems

Information shall be provided on the following equipment: Power transformers, relays, reclosers, breakers, and capacitor bank controls.

h. Interior Electrical Systems

Information shall be provided on the following equipment: Relays, motor control centers, switchgear, solid state circuit breakers, motor controller, and EPS lighting systems, control systems (wire diagrams and troubleshooting flow chart), and special grounding systems.

i. Energy Management and Control System

The maintenance manual shall include descriptions of maintenance for all equipment, including inspection, periodic preventative maintenance, fault diagnosis, and repair or replacement of defective components.

j. Domestic Water Systems

The identified information shall be provided on the following equipment: Tanks, unit process equipment, pumps, motors, control and monitoring instrumentation, laboratory test equipment, chemical feeders, valves, switching gear, and automatic controls.

k. Wastewater Treatment Systems

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The identified information shall be provided on the following equipment: Tanks, unit process equipment, pumps, motors, control and monitoring instrumentation, laboratory test equipment, chemical feeders, valves, scrapers, skimmers, comminutors, blowers, switching gear, and automatic controls.

1. Fire Protection Systems

Information shall be provided on the following equipment: Alarm valves, manual valves, regulators, foam and gas storage tanks, piping materials, sprinkler heads, nozzles, pumps, and pump drivers.

m. Fire Detection Systems

The maintenance manual shall include description of maintenance for all equipment, including inspection, periodic preventive maintenance, fault diagnosis, and repair or replacement of defective components.

n. Plumbing Systems

Information shall be provided on the following equipment: Water heaters, valves, pressure regulators, backflow preventors, piping materials, and plumbing fixtures.

o. Liquid Fuels Systems

Information shall be provided on the following equipment: Tanks, automatic valves, manual valves, filter separators, pumps, mechanical loading arms, nozzles, meters, electronic controls, electrical switch gear, and fluidic controls.

p. Cathodic Protection Systems

Information shall be provided on the following material and equipment: Rectifiers, meters, anodes, anode backfill, anode lead wire, insulation material and wire size, automatic controls (if any), rheostats, switches, fuses and circuit breakers, type and size of rectifying elements, type of oil in oil-immersed rectifiers, and rating of shunts.

q. Generator Installations

Information shall be provided on the following equipment: Generator sets, automatic transfer panels, governors, exciters, regulators, starting systems, switchgear, and protective devices.

r. Miscellaneous Systems

Information shall be provided on the following: Communication and ADP systems, security and intrusion alarm, elevators, material handling, active solar, photovoltaic, and other similar type special systems not otherwise specified.

1.11.5 RED ZONE MEETING

Approximately 60 days before the anticipated Beneficial Occupancy Date (BOD) but prior to the final acceptance inspection of the last or only bid schedule item of work, the Contractor's Supervisor and Quality Control Manager and the Government's project delivery team will conduct what is known as the Red Zone Meeting to discuss the close-out process, to schedule the events and review responsibilities for actions necessary to produce a timely physical, as well as fiscal, project close-out. The Red Zone meeting derives its name from the football term used to describe the team effort to move the ball the last 20 yards into the end zone. The close-out of a

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construction project sometimes can be equally as hard and most definitely requires the whole team's efforts. The ACO will chair the meeting. Exhibit One is a generic meeting checklist.

1.12 CLEANUP

Leave premises "broom clean." Clean interior and exterior glass surfaces exposed to view; remove temporary labels, stains and foreign substances; polish transparent and glossy surfaces; vacuum carpeted and soft surfaces. Clean equipment and fixtures to a sanitary condition. Replace filters of operating equipment. Clean debris from roofs, gutters, downspouts and drainage systems. Sweep paved areas and rake clean landscaped areas. Remove waste and surplus materials, rubbish and construction facilities from the site.

1.13 REAL PROPERTY RECORD

DD Form 1354, TRANSFER AND ACCEPTANCE OF MILITARY REAL PROPERTY, is the formal document used to transfer project ownership to the installation. The Installation uses the document to update their real property maintenance records. Upon award of a construction contract, the DPW will enter the project data and contract costs available at the time of award into the Government's General Fund Enterprise System (GFEBS) database.

After award of the construction contract, the Contractor shall assist the DPW-ESD Construction Branch by updating the Excel spreadsheet data and DD Form 1354.

The data - when required - consists of:

1. A description of the item
2. The applicable Category Code
3. The item's contract cost to the Government
4. The quantity and unit of measure

The Contractor will be required when a construction modification is issued. When a construction modification occurs that impacts quantities and/or costs, such as installing 150 LF of new 10" water main, the DD Form 1354 data will require changes to existing line items and/or additional line items of data due to the construction modification. The Contractor shall assist by providing the new construction data (quantities/costs) broken down by applicable Category Codes necessary for the Government to use in updating the DD Form 1354 data in GFEBS. The updated Excel spreadsheet shall be provided at the Red Zone meeting or no later than 60 days prior to anticipated BOD or project completion. Data shall be provided to the Contracting Officer Representative.

Refer to UFC 1-300-08 for instruction on completing the DD Form 1354. For information purposes, a blank DD Form 1354 (fillable) in ADOBE (PDF) may be obtained at the following web site:

<http://www.dtic.mil/whs/directives/infomgt/forms/eforms/dd1354.pdf>

Submit the completed Checklist for Form DD1354 of Installed Building Equipment items. Attach this list to the updated DD Form 1354.

1.14 NON-USE OF ASBESTOS CONTAINING MATERIAL AND LEAD BASE PAINT MEMORANDUM

Non-Use of Asbestos Containing Material and Lead Base Paint Memorandum is a memorandum that certifies that the contractor and subcontractors performing work on this project did not install any materials containing asbestos or containing lead as verified by manufacturer's

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material specification sheet or material safety data sheets (in accordance with Army policy).

Certification of Asbestos Free Construction.

Texas House Bill 1927, effective September 2001, requires a Material Safety Data Sheet and a signed statement by an architect, engineer or Texas Department of Health Inspector identifying presence of asbestos containing material in all construction building materials (reference Texas Asbestos Health Protection Rules, Section 295.34, Part J). The Contractor shall provide a signed statement a CERTIFICATION form and attached with Material Safety Data Sheet (MSDS) on each construction material (i.e. interior & exterior material of construction including mastic, sealant, roofing felt, roofing coating, non-roofing coating, floor tile and mastic, pipeline wrap, any type of friction material, etc.) and equipment.

## PART 2 PRODUCTS

Not Used

## PART 3 EXECUTION

### 3.1 EXHIBIT 1

#### ***SAMPLE***

##### **Red Zone Meeting Checklist**

Date: \_\_\_\_\_

Contract No.: \_\_\_\_\_

Description / Location: \_\_\_\_\_

Contractor: \_\_\_\_\_

Contracting Officer: \_\_\_\_\_

#### **Action      Completion      Milestone**

Inspections \_\_\_\_\_

Fire \_\_\_\_\_

Safety \_\_\_\_\_

Pre-final \_\_\_\_\_

Mechanical Test & Balance \_\_\_\_\_

Commissioning \_\_\_\_\_

Landscaping Complete \_\_\_\_\_

Beneficial Occupancy Date (BOD) \_\_\_\_\_

Furniture Installation \_\_\_\_\_

Comm Installation \_\_\_\_\_

As-Built Contract Drawings \_\_\_\_\_

Provide all O&M manuals, tools,  
shop drawings, spare parts, etc.  
provided to customer \_\_\_\_\_

Provide Warranty documents to Customer \_\_\_\_\_

Contract completion \_\_\_\_\_

Final Inspection \_\_\_\_\_

User move-in \_\_\_\_\_

DD Form 1354, Transfer of Real  
Property completed & signed \_\_\_\_\_

Ribbon cutting \_\_\_\_\_

CPARS - Construction  
Contractor Performance Evaluation \_\_\_\_\_

Final Payment Completed \_\_\_\_\_

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Release of Claims (see Exhibit 2) \_\_\_\_\_  
Return of Unobligated Funds \_\_\_\_\_  
Move Project from CIP to  
General Ledger \_\_\_\_\_  
Financial completion \_\_\_\_\_

### 3.2 EXHIBIT 2

FINAL PAYMENT RELEASE

The undersigned as the Contractor under Contract No. W911SG- \_\_\_\_ dated

\_\_\_\_\_ between the United States of America and said Contractor,  
for \_\_\_\_\_ located at in accordance with

paragraph (\_\_\_\_) of Contract Clause \_\_\_\_\_, PAYMENTS TO CONTRACTOR, of said Contract, hereby releases the United States, its officers, agents, and employees from any and all claims relating to or arising by virtue of said Contract, or any modification or change thereto, except with respect to those claims, if any, listed below:

(Identify claim or if none, write in "none.")

Executed this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

(Contractor's name in CAPS)

By \_\_\_\_\_

Title \_\_\_\_\_

-- End of Section --

SECTION 01 78 23

OPERATION AND MAINTENANCE DATA

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only.

ASTM INTERNATIONAL (ASTM)

ASTM E 1971 (2005; R 2011) Stewardship for the Cleaning of Commercial and Institutional Buildings

1.2 SUBMISSION OF OPERATION AND MAINTENANCE DATA

Submit Operation and Maintenance (O&M) Data specifically applicable to this contract and a complete and concise depiction of the provided equipment, product, or system, stressing and enhancing the importance of system interactions, troubleshooting, and long-term preventative maintenance and operation. The subcontractors shall compile and prepare data and deliver to the Contractor prior to the training of Government personnel. The Contractor shall compile and prepare aggregate O&M data including clarifying and updating the original sequences of operation to as-built conditions. Organize and present information in sufficient detail to clearly explain O&M requirements at the system, equipment, component, and subassembly level. Include an index preceding each submittal. Submit in accordance with this section and Section 01 33 00 SUBMITTAL PROCEDURES.

1.2.1 Package Quality

Documents must be fully legible. Poor quality copies and material with hole punches obliterating the text or drawings will not be accepted.

1.2.2 Package Content

Data package content shall be as shown in the paragraph titled "Schedule of Operation and Maintenance Data Packages." Comply with the data package requirements specified in the individual technical sections, including the content of the packages and addressing each product, component, and system designated for data package submission, except as follows. Commissioned items without a specified data package requirement in the individual technical sections shall use Data Package 3, 4, or 5, in accordance with the Package Usage Definitions in paragraph SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES. Commissioned items with a Data Package 1 or 2 requirement shall use instead Data Package 3, 4, 5.

1.2.3 Changes to Submittals

Manufacturer-originated changes or revisions to submitted data shall be furnished by the Contractor if a component of an item is so affected subsequent to acceptance of the O&M Data. Changes, additions, or revisions required by the Contracting Officer for final acceptance of submitted data, shall be submitted by the Contractor within 30 calendar days of the notification of this change requirement.

#### 1.2.4 Review and Approval

The Contractor's Commissioning Authority (CA) shall review the commissioned systems and equipment submittals for completeness and applicability. The CA shall verify that the systems and equipment provided meet the requirements of the Contract documents and design intent, particularly as they relate to functionality, energy performance, water performance, maintainability, sustainability, system cost, indoor environmental quality, and local environmental impacts. The CA shall communicate deficiencies to the Contracting Officer. Upon a successful review of the corrections, the CA shall recommend approval and acceptance of these O&M manuals to the Contracting Officer. This work shall be in addition to the normal review procedures for O&M data.

#### 1.2.5 O&M Database

Develop a database from the O&M manuals that contains the information required to start a preventative maintenance program.

### 1.3 TYPES OF INFORMATION REQUIRED IN O&M DATA PACKAGES

#### 1.3.1 Operating Instructions

Include specific instructions, procedures, and illustrations for the following phases of operation for the installed model and features of each system:

##### 1.3.1.1 Safety Precautions

List personnel hazards and equipment or product safety precautions for all operating conditions.

##### 1.3.1.2 Operator Prestart

Include procedures required to install, set up, and prepare each system for use.

##### 1.3.1.3 Startup, Shutdown, and Post-Shutdown Procedures

Provide narrative description for Startup, Shutdown and Post-shutdown operating procedures including the control sequence for each procedure.

##### 1.3.1.4 Normal Operations

Provide narrative description of Normal Operating Procedures. Include Control Diagrams with data to explain operation and control of systems and specific equipment.

##### 1.3.1.5 Emergency Operations

Include Emergency Procedures for equipment malfunctions to permit a short period of continued operation or to shut down the equipment to prevent further damage to systems and equipment. Include Emergency Shutdown Instructions for fire, explosion, spills, or other foreseeable contingencies. Provide guidance and procedures for emergency operation of all utility systems including required valve positions, valve locations and zones or portions of systems controlled.

##### 1.3.1.6 Operator Service Requirements

Include instructions for services to be performed by the operator such as lubrication, adjustment, inspection, and recording gage readings.

#### 1.3.1.7 Environmental Conditions

Include a list of Environmental Conditions (temperature, humidity, and other relevant data) that are best suited for the operation of each product, component or system. Describe conditions under which the item equipment should not be allowed to run.

#### 1.3.2 Preventive Maintenance

Include the following information for preventive and scheduled maintenance to minimize corrective maintenance and repair for the installed model and features of each system. Include potential environmental and indoor air quality impacts of recommended maintenance procedures and materials.

##### 1.3.2.1 Lubrication Data

Include preventative maintenance lubrication data, in addition to instructions for lubrication provided under paragraph titled "Operator Service Requirements":

- a. A table showing recommended lubricants for specific temperature ranges and applications.
- b. Charts with a schematic diagram of the equipment showing lubrication points, recommended types and grades of lubricants, and capacities.
- c. A Lubrication Schedule showing service interval frequency.

##### 1.3.2.2 Preventive Maintenance Plan and Schedule

Include manufacturer's schedule for routine preventive maintenance, inspections, tests and adjustments required to ensure proper and economical operation and to minimize corrective maintenance. Provide manufacturer's projection of preventive maintenance work-hours on a daily, weekly, monthly, and annual basis including craft requirements by type of craft. For periodic calibrations, provide manufacturer's specified frequency and procedures for each separate operation.

##### 1.3.2.3 Cleaning Recommendations

Provide environmentally preferable cleaning recommendations in accordance with ASTM E 1971.

#### 1.3.3 Corrective Maintenance (Repair)

Include manufacturer's recommended procedures and instructions for correcting problems and making repairs for the installed model and features of each system. Include potential environmental and indoor air quality impacts of recommended maintenance procedures and materials.

##### 1.3.3.1 Troubleshooting Guides and Diagnostic Techniques

Include step-by-step procedures to promptly isolate the cause of typical malfunctions. Describe clearly why the checkout is performed and what conditions are to be sought. Identify tests or inspections and test equipment required to determine whether parts and equipment may be reused or require replacement.

##### 1.3.3.2 Wiring Diagrams and Control Diagrams

Wiring diagrams and control diagrams shall be point-to-point drawings of wiring and control circuits including factory-field interfaces. Provide a  
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Fort Bliss Job Order Contract: FY20

complete and accurate depiction of the actual job specific wiring and control work. On diagrams, number electrical and electronic wiring and pneumatic control tubing and the terminals for each type, identically to actual installation configuration and numbering.

1.3.3.3 Maintenance and Repair Procedures

Include instructions and a list of tools required to repair or restore the product or equipment to proper condition or operating standards.

1.3.3.4 Removal and Replacement Instructions

Include step-by-step procedures and a list required tools and supplies for removal, replacement, disassembly, and assembly of components, assemblies, subassemblies, accessories, and attachments. Provide tolerances, dimensions, settings and adjustments required. Instructions shall include a combination of text and illustrations.

1.3.3.5 Spare Parts and Supply Lists

Include lists of spare parts and supplies required for maintenance and repair to ensure continued service or operation without unreasonable delays. Special consideration is required for facilities at remote locations. List spare parts and supplies that have a long lead-time to obtain.

1.3.4 Corrective Maintenance Work-Hours

Include manufacturer's projection of corrective maintenance work-hours including requirements by type of craft. Corrective maintenance that requires completion or participation of the equipment manufacturer shall be identified and tabulated separately.

1.3.5 Appendices

Provide information required below and information not specified in the preceding paragraphs but pertinent to the maintenance or operation of the product or equipment. Include the following:

1.3.5.1 Product Submittal Data

Provide a copy of all SD-03 Product Data submittals required in the applicable technical sections.

1.3.5.2 Manufacturer's Instructions

Provide a copy of all SD-08 Manufacturer's Instructions submittals required in the applicable technical sections.

1.3.5.3 O&M Submittal Data

Provide a copy of all SD-10 Operation and Maintenance Data submittals required in the applicable technical sections.

1.3.5.4 Parts Identification

Provide identification and coverage for all parts of each component, assembly, subassembly, and accessory of the end items subject to replacement. Include special hardware requirements, such as requirement to use high-strength bolts and nuts. Identify parts by make, model, serial number, and source of supply to allow reordering without further identification. Provide clear and legible illustrations, drawings, and exploded views to enable easy identification of the items. When

Fort Bliss Job Order Contract: FY20

illustrations omit the part numbers and description, both the illustrations and separate listing shall show the index, reference, or key number that will cross-reference the illustrated part to the listed part. Parts shown in the listings shall be grouped by components, assemblies, and subassemblies in accordance with the manufacturer's standard practice. Parts data may cover more than one model or series of equipment, components, assemblies, subassemblies, attachments, or accessories, such as typically shown in a master parts catalog

1.3.5.5   Warranty Information

List and explain the various warranties and clearly identify the servicing and technical precautions prescribed by the manufacturers or contract documents in order to keep warranties in force. Include warranty information for primary components such as the compressor of air conditioning system.

1.3.5.6   Personnel Training Requirements

Provide information available from the manufacturers that is needed for use in training designated personnel to properly operate and maintain the equipment and systems.

1.3.5.7   Testing Equipment and Special Tool Information

Include information on test equipment required to perform specified tests and on special tools needed for the operation, maintenance, and repair of components.

1.3.5.8   Testing and Performance Data

Include completed prefunctional checklists, functional performance test forms, and monitoring reports. Include recommended schedule for retesting and blank test forms.

1.3.5.9   Contractor Information

Provide a list that includes the name, address, and telephone number of the General Contractor and each Subcontractor who installed the product or equipment, or system. For each item, also provide the name address and telephone number of the manufacturer's representative and service organization that can provide replacements most convenient to the project site. Provide the name, address, and telephone number of the product, equipment, and system manufacturers.

1.4   TYPES OF INFORMATION REQUIRED IN CONTROLS O&M DATA PACKAGES

Include Data Package 5 and the following for control systems:

- a. Narrative description on how to perform and apply all functions, features, modes, and other operations, including unoccupied operation, seasonal changeover, manual operation, and alarms. Include detailed technical manual for programming and customizing control loops and algorithms.
- b. Full as-built sequence of operations.
- c. Copies of all checkout tests and calibrations performed by the Contractor (not Cx tests).
- d. Full points list. A listing of rooms shall be provided with the following information for each room:

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- (1) Floor
- (2) Room number
- (3) Room name
- (4) Air handler unit ID
- (5) Reference drawing number
- (6) Air terminal unit tag ID
- (7) Heating and/or cooling valve tag ID
- (8) Minimum cfm
- (9) Maximum cfm

- e. Full print out of all schedules and set points after testing and acceptance of the system.
- f. Full as-built print out of software program.
- g. Electronic copy on disk or CD of the entire program for this facility.
- h. Marking of all system sensors and thermostats on the as-built floor plan and mechanical drawings with their control system designations.

## 1.5 SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES

Furnish the O&M data packages specified in individual technical sections, or if not specified in the individual technical sections, in accordance with the package usage definition. The required information for each O&M data package is as follows:

### 1.5.1 Data Package 1

Package Usage Definition: Use Data Package 1 for architectural items requiring simple but specific maintenance and replacement; for example, acoustical ceiling, floor tile or carpeting system.

- a. Safety precautions
- b. Cleaning recommendations
- c. Maintenance and repair procedures
- d. Warranty information
- e. Contractor information
- f. Spare parts and supply list

### 1.5.2 Data Package 2

Package Usage Definition: Use Data Package 2 for an item that is less simple than required for Data Package 1; for example, an item having a motor and some sequence of operation such as a refrigerated drinking fountain.

- a. Safety precautions
- b. Normal operations

- c. Environmental conditions
- d. Lubrication data
- e. Preventive maintenance plan and schedule
- f. Cleaning recommendations
- g. Maintenance and repair procedures
- h. Removal and replacement instructions
- i. Spare parts and supply list
- j. Parts identification
- k. Warranty information
- l. Contractor information

1.5.3 Data Package 3

Package Usage Definition: Use Data Package 3 for a complex piece of equipment, having a specific troubleshooting sequence, but one which does not require an operator on watch; for example, HVAC temperature controls.

- a. Safety precautions
- b. Operator prestart
- c. Startup, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Emergency operations
- f. Environmental conditions
- g. Lubrication data
- h. Preventive maintenance plan and schedule
- i. Cleaning recommendations
- j. Troubleshooting guides and diagnostic techniques
- k. Wiring diagrams and control diagrams
- l. Maintenance and repair procedures
- m. Removal and replacement instructions
- n. Spare parts and supply list
- o. Product submittal data
- p. O&M submittal data
- q. Parts identification
- r. Warranty information

- s. Testing equipment and special tool information
- t. Testing and performance data
- u. Contractor information

1.5.4 Data Package 4

Package Usage Definition: Use Data Package 4 for an extremely complex piece of equipment, having an extensive sequence of operation, a complex troubleshooting sequence and one requiring frequent operator attention; at least for start-up and shut-down. Examples of this case would be small boilers and small diesel generator sets.

- a. Safety precautions
- b. Operator prestart
- c. Startup, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Emergency operations
- f. Operator service requirements
- g. Environmental conditions
- h. Lubrication data
- i. Preventive maintenance plan and schedule
- j. Cleaning recommendations
- k. Troubleshooting guides and diagnostic techniques
- l. Wiring diagrams and control diagrams
- m. Maintenance and repair procedures
- n. Removal and replacement instructions
- o. Spare parts and supply list
- p. Corrective maintenance man-hours
- q. Product submittal data
- r. O&M submittal data
- s. Parts identification
- t. Warranty information
- u. Personnel training requirements
- v. Testing equipment and special tool information
- w. Testing and performance data
- x. Contractor information

1.5.5 Data Package 5

Package Usage Definition: Use Data Package 5 for electrical equipment, components, or systems on which, wiring and control diagrams are needed for operation, maintenance, or repair. Examples of this case are 400 Hz frequency converters, annunciator panels, and cathodic protection systems.

- a. Safety precautions
- b. Operator prestart
- c. Start-up, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Environmental conditions
- f. Preventive maintenance plan and schedule
- g. Troubleshooting guides and diagnostic techniques
- h. Wiring and control diagrams
- i. Maintenance and repair procedures
- j. Removal and replacement instructions
- k. Spare parts and supply list
- l. Product submittal data
- m. Manufacturer's instructions
- n. O&M submittal data
- o. Parts identification
- p. Testing equipment and special tool information
- q. Warranty information
- r. Testing and performance data
- s. Contractor information

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

## Attachment: Fort Bliss As-Built Drawing Requirements

1. As-built drawings are not considered accepted until all of the following are complete. Signing a transfer document only means DPW received it, not accepted it. The COE/contractor is still responsible for providing a complete and viable product to be accepted.
2. The DPW project number, facility number, and contract number have to be incorporated into the as-built drawings, OMDD manuals, Warranty documentation, and on the CDs.
3. No design, construction or redlined (marked up) drawings shall be accepted.
4. AutoCAD shall be the only accepted CADD format. Micro-station is not acceptable.
5. No drawings (digital or otherwise) shall be accepted with an educational stamp on them. Educational stamps are created from a teacher/student version of either AutoCAD or Micro-station.
6. All drawings sets shall be coherently organized not divided into fast track/non fast track or any other incomprehensible package.
7. All drawings, including civil drawings, shall be in a viable coordinate system. This shall be clearly stated, on the drawings, along with any conversion factor converting from ground to grid or vis versa. The coordinate system's unit of measure, whether feet or meters, shall also be displayed.
8. All external reference (XRef) files shall be included in a separate folder.
9. All external reference (XRef) files shall also be bound to make each drawing sheet.
10. No paper 'hard' copies of the drawings shall be accepted.
11. As built drawings shall show the following information:
  - a. Title block on lower right hand corner or right edge.
  - b. The general depth range of each underground utility line shall be shown (i.e. 3' to 4' depth); the description of exterior utilities including the actual quantity, size, and material of utility lines; location of exterior utilities including actual measured horizontal distances from utilities to permanent facilities/features. These measurements shall be within an accuracy range of six inches and shall be shown at sufficient points to permit easy location of utilities for future maintenance purposes.
  - c. Measurements shall be shown for all change of direction points and all surface or underground components such as valves, manholes, drip inlets, cleanouts, meters, etc. Backflow prevention.
  - d. Everything is GPS located and marked on the site plans.
  - e. All RFI's and mods are marked in the comment section on pertinent sheets and changes annotated on the drawing sheet.
  - f. The statement 'Revised to show as-built conditions' with completion date and approving initials is marked in comment block on each sheet.
  - g. 'Final As-built Drawings' is shown on bottom of each sheet below title block.
  - h. Remove any statements that are, emboldened across the drawings or block the legibility of the drawings. For example 'Record drawing not for construction'.
  - i. All options that were completed in project shall be incorporated in the set and the word 'option' shall be removed. Any options not constructed as part of the project shall either be removed or marked as not constructed.
  - j. All sub-contractor drawings (shop drawings) shall be incorporated into the as-built set, not provided as separate sets (i.e. steel, security, fire sprinkler systems, fire alarm systems, mass notification systems, HVAC control systems, millwork, sound, data systems, etc.)
  - k. All turning points, brass caps, survey points etc. shall have their pertinent information listed on the drawings. This shall also include the coordinates for those

**Attachment: Fort Bliss As-Built Drawing Requirements**

points.

12. The following are the physical requirements:

a. (2) CD copies with the following on each:

- i. (1) GIS copy (ArcGIS 10 or later format) (at min. the site plan)
- ii. (1) ACAD 2012 or newer copy (files named by sheet number).
- iii. (1) PDF copy (files named by sheet number)

1. The PDF copy shall be in monochrome or grey scale color. They shall not be in color.

2. The PDFs shall be organized into separate sheets and also 1 bound copy.

3. When creating PDF files, under the properties setting, uncheck 'Rely on system fonts only: Do not use document fonts.'

b. (1) hard copy (Mylar minimum 3 mil thickness)

Attachment: Solid Waste Diversion

[INSERT DATE]

SUBJECT: Toxic Substances-free Review and Certification for Project [PROJECT NUMBER], Building [BUILDING NUMBER], Location [WHOLE BUILDING, AREA, or ROOM NUMBER], Fort Bliss, Texas

Mr. Alfredo J. Riera, P.E.  
Director of Public Works  
1744 Pleasonton Road, Building 777  
Fort Bliss, TX 79916

Dear Mr. Riera:

*[INSTRUCTION: 1) Replace the verbiage where noted and remove the italics; 2) Print the letter on the principal contractor's letterhead; 3) the letter can only be signed by the principal contractor's state-licensed Architect or Engineer with oversight of the construction project; 4) Prepare a CD/DVD (non-erasable, non-rewritable) with the digital copies of each SDS or Manufacturer's specifics but must list all chemicals and compounds used in the building material; 5) Include a CD/DVD with the digital copies of the project specifications and floor plans; and 6) Include the "as built" drawings with at least one sheet identifying the material name or SDS name, quantity and location where the materials were used.]*

[CONTRACTOR'S BUSINESS NAME, PHYSICAL ADDRESS] under contract with the U.S. Army Garrison, Fort Bliss, Contract No. [CONTRACT NUMBER], for the Project [PROJECT NO.] at Building [BUILDING NUMBER(S)], [STREET] Road to renovate, remodel, rehabilitate, repair or new construction and in accordance with the contract's scope, and all subsequent modifications and change orders the safety data sheets (SDS) for all building materials used, purchased and stockpiled have been obtained.

*[Mr. or Ms. Full Name of Principal, licensed engineer (P.E.) or architect (R.A.)]* has reviewed and verified the most current SDS for the building materials listed in TAHPR §295.34(j)(1)-(3) that were used, purchased and stockpiled for Project [PROJECT NO.], no regulated toxic substances such as asbestos > 1%, lead, polychlorinated biphenyl, mercury, radon, and other toxic compounds or chemicals were found in the building materials. In addition, any subcontracted work in support of the project and the building materials purchased, used or stockpiled by the subcontractor, the SDS have been received, reviewed, and verified by *[Mr. or Ms. Last Name of Principal engineer or architect]* as not to contain any regulated toxic substances.

In my professional opinion, Project [PROJECT NO.], Building [BUILDING NO.], Location [WHOLE BUILDING, AREA, or ROOM NUMBER], is free of regulated toxic substances.

**Attachment: LETTER-Template\_FY2020\_Toxic Substance Free Certification**

Enclosed is a digital copy of the data sheets on permanent media, i.e., compact disc. A copy of this letter and enclosure shall be furnished to the Contracting Officer, Contracting Officer's Representative (COR), Chief of DPW Environmental Division, and Chief DPW Engineering Services Division.

Any questions, concerns, or issues with the submittal package should be addressed to [Mr. or Ms. Full Name of engineer or architect], [CONTRACTOR'S BUSINESS NAME and MAILING ADDRESS] at [SIGNATOR'S CONTRACT PHONE NO. W/ AREA CODE] and email: [EMAIL].

**Certification Statement**

I, [FULL NAME Principal engineer or architect], [P.E. or R.A.], have reviewed all safety data sheets of the building materials purchased, used or stockpiled for the project listed herein. In my professional opinion, I certify that no regulated toxic substances were used within the period of performance for the project.

**Certifier's Signature**

[FULL NAME of PRINCIPAL ENGINEER or ARCHITECT]  
[TITLE or POSITION]  
[COMPANY NAME]

**Owner or Legal Representative's Signature**

[FULL NAME of CONTRACTOR OWNER or LEGAL REPRESENTATIVE]  
[TITLE or POSITION]  
[COMPANY NAME]

cc:

[CONTRACTING OFFICER, USACE or MICC]  
[APPOINTED CONTRACTING OFFICER'S REPRESENTATIVE, USACE or MICC]  
[CHIEF, ENVIRONMENTAL DIVISION], DPW  
[CHIEF, ENGINEERING SERVICES DIVISION], DPW

Enclosure

**Attachment: Solid Waste Diversion**

**SOLID WASTE DIVERSION**

26. 29OCT18

**C&D DIVERSION** - The Contractor will use a permitted off-post landfill. Executive Order 13693, Planning for Federal Sustainability in the Next Decade, requires all federal facilities to divert a minimum of 60% of construction and demolition (C&D) materials and debris from landfills. If the contractor has a valid reason for not being able to meet this diversion goal, the contractor needs to present their reasoning in writing to DPW-Environmental Division. Contract specifications will include submission of a contractor's C&D Waste Management Plan (Attachment A) for approval prior to the start of the site clearance. A monthly C&D Waste Management Report (Attachment B) of all materials resold, recycled, reused, or landfilled will be reported by the 10th of each month to the Environmental Division, Solid Waste Compliance Program Manager, ronald.h.baca.civ@mail.mil with a copy to the Contract Officer Representative (COR).

Items that can be used to increase diversion rates include salvaged items (may be reused as part of the contract by others), scrap metal, masonry products, gravel, asphalt, concrete, rock, topsoil (earth fill is specifically excluded). See attached list of local recyclers (Attachment C).

Suitable materials that meet standards for recycle/reuse may go directly to a recycling facility. All suitable concrete/asphaltic materials may be crushed, recycled, or stockpiled at a designated site on Fort Bliss on a temporary basis. All recycled/reused concrete/asphalt materials must be removed from Fort Bliss by the end of the project schedule. Use of the material processed for engineering fill, aggregate, or re-constituted concrete or asphaltic pavement constitutes recycling.

Upon diversion of the recycled/reused materials, the Contractor shall submit proof of recycling/diversion in the monthly C&D Waste Management Reports detailing weight of diverted material and weights of debris landfilled.

The COR will review the plan in coordination with the Directorate of Public Works-Environmental Division.

**Attachment: Solid Waste Diversion**

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## Attachment: Solid Waste Diversion

Construction and Demolition (C&D)* Waste Management Plan CY 20							
Estimated Quantity Reporting							
Material	Asphalt/Brick/ Concrete Note 1	Land Clearing Note 2	Metal Note 3	Other Recyclables Note 4	Specialty Materials Note 5	Wood Note 6	Disposal Note 7
Estimated Totals for Project (in tons)							
Notes							
Note 1	Asphalt/Brick/Concrete includes: concrete block unit stone and other C&D masonry/asphalt.						
Note 2	Land clearing debris includes: rocks, soil, vegetation/timber (tree trunks and limbs) and other land clearing debris.						
Note 3	Metal includes: aluminum, copper, mixed metal, steel, and other C&D metal.						
Note 4	Source separated recyclables that are not included in other recycling categories (cardboard, plastics).						
Note 5	Specialty materials include: ceiling tile, composition roof, doors, windows, stairs, cabinets, glass, gypsum/plaster, insulation, paper, plastic siding.						
Note 6	Wood includes: finished, structural, treated, and other C&D wood.						
Note 7	Disposal includes: landfilling of C&D waste.						
*Construction and demolition (C&D) means material generated from construction, renovation, repair or demolition of structures such as buildings, bridges, pavements, towers dams, pipelines, etc. which are source separated from recycling.							
Project Information							
Government Project Manager/ Contract Officer Representative							
Project Number							
Contract Number							
Task Order Number							
Facility Name/Site Location							
Contractor							
Proposed Start Date							
Proposed Completion Date							
Today's Date							
Submitted By Print							
Submitted By Signature							
Email questions, comments or this report to Mr. Ronald Baca ( <a href="mailto:ronald.h.baca.civ@mail.mil">ronald.h.baca.civ@mail.mil</a> ).							

Attachment A

## Attachment: Solid Waste Diversion

### C&D Waste Management Plan Instructions

Construction and Demolition (C&D) means material generated from construction, renovation, repair or demolition of structures such as buildings, bridges, pavements, towers, dams, pipelines, etc. which are commingled or sources separated for recycling. As of FY2010, the C&D diversion goal is 60 percent. Use engineering estimates for tonnages generated from project start to completion.

The C&D diversion and disposal transaction summary is required as part of the project C&D Waste Management Plan, a contractor submittal requirement. The C&D planning form contains the following required reporting elements:

1. *Estimated Quantity Reporting* section is the estimated quantities of the listed materials for the entire project.
  - a. Asphalt/brick/concrete; land clearing; metal; other recyclables; specialty materials; wood; and disposal.
2. The *Project Information* section includes:
  - a. The *Government Project Manager (PM)* represents the government in the design, acquisition and construction processes.
  - b. The *Contracting Officer Representative (COR)* is the government employee empowered by the Contracting Officer to manage the execution of the project. The PM or COR are required to submit the C&D Waste Management Plan to the DPW-ED solid waste manager.
  - c. The *Project Number* identifies the project.
  - d. The *Contract Number* is the number that identifies the contract vehicle used for the project.
  - e. The *Task Order* is the four digit number which identifies a task order(s) against a given contract vehicle. Multiple task orders can be assigned to a project.
  - f. The *Facility Name/Site Location* field includes the name of the facility, the assigned facility number and the street address.
  - g. The *Contractor* is the prime contractor for the C&D project. The Contractor field should reflect the name of the company engaged by the government (prime) to complete the project and thus will generate the waste. If a sub-contractor will ultimately execute generation of the waste, that information should also be submitted in this field.
  - h. The *Proposed Start and Completion Dates* will assist in determining when C&D reports are due.
3. C&D Waste Management Plans must be submitted using this form. After completing all applicable reporting blocks, email the report to [ronald.h.baca.civ@mail.mil](mailto:ronald.h.baca.civ@mail.mil).

## Attachment: Solid Waste Diversion

Construction and Demolition (C&D)* Monthly Waste Management Report Month 20							
Monthly Quantity Reporting							
Material	Asphalt/Brick/ Concrete <i>Note 1</i>	Land Clearing <i>Note 2</i>	Metal <i>Note 3</i>	Other Recyclables <i>Note 4</i>	Specialty Materials <i>Note 5</i>	Wood <i>Note 6</i>	Disposal <i>Note 7</i>
Totals for Month (in tons)							
Destination <i>Note 8</i>							
Destination <i>Note 8</i>							
Destination <i>Note 8</i>							
Notes							
Note 1	Asphalt/Brick/Concrete includes: concrete block unit stone and other C&D masonry/asphalt.						
Note 2	Land clearing debris includes: rocks, soil, vegetation/timber (tree trunks and limbs) and other land clearing debris.						
Note 3	Metal includes: aluminum, copper, mixed metal, steel, and other C&D metal.						
Note 4	Source separated recyclables that are not included in other recycling categories (cardboard, plastics).						
Note 5	Specialty materials include: ceiling tile, composition roof, doors, windows, stairs, cabinets, glass, gypsum/plaster, insulation, paper, plastic siding.						
Note 6	Wood includes: finished, structural, treated, and other C&D wood.						
Note 7	Disposal includes: landfilling of C&D waste.						
Note 8	Name of facility that C&D material was transported, add additional destinations if required.						
Project Information							
Government Project Manager/ Contract Officer Representative			Facility Name/Site Location				
Project Number			Contractor				
Contract Number			Proposed Start Date				
Task Order Number			Proposed Completion Date				
Today's Date							
Submitted By Print							
Submitted By Signature							
Email questions, comments or this report to Mr. Ronald Baca ( <a href="mailto:ronald.h.baca.civ@mail.mil">ronald.h.baca.civ@mail.mil</a> ).							

Attachment B

## Attachment: Solid Waste Diversion

### C&D Waste Management Monthly Report Instructions

Construction and Demolition (C&D) means material generated from construction, renovation, repair or demolition of structures such as buildings, bridges, pavements, towers, dams, pipelines, etc. which are commingled or sources separated for recycling. As of FY2010, the C&D diversion goal is 60 percent. Report in tons generated from project start to completion.

The C&D diversion and disposal transaction summary is required as part of the project C&D Waste Management Monthly Report, a contractor submittal requirement. The C&D reporting form contains the following required reporting elements:

1. *Monthly Quantity Reporting* section is the actual quantities, in tons, of the listed material and its destination.
  - a. Asphalt/brick/concrete; land clearing; metal; other recyclables; specialty materials; wood; and disposal.
  - b. *Destination* section is the name of the facility that the C&D material was transported to, add additional destinations if required.
2. The *Project Information* section includes:
  - a. The *Government Project Manager (PM)* represents the government in the design, acquisition and construction processes.
  - b. The *Contracting Officer Representative (COR)* is the government employee empowered by the Contracting Officer to manage the execution of the project. The PM or COR are required to submit the C&D Waste Management Plan to the DPW-ED solid waste manager.
  - c. The *Project Number* identifies the project.
  - d. The *Contract Number* is the number that identifies the contract vehicle used for the project.
  - e. The *Task Order* is the four digit number which identifies a task order(s) against a given contract vehicle. Multiple task orders can be assigned to a project.
  - f. The *Facility Name/Site Location* field includes the name of the facility, the assigned facility number and the street address.
  - g. The *Contractor* is the prime contractor for the C&D project. The Contractor field should reflect the name of the company engaged by the government (prime) to complete the project and thus will generate the waste. If a sub-contractor will ultimately execute generation of the waste, that information should also be submitted in this field.
  - h. The *Proposed Start and Completion Dates* will assist in determining when C&D reports are due.
3. C&D Waste Management Monthly Reports must be submitted using this form. After completing all applicable reporting blocks, email the report to [ronald.h.baca.civ@mail.mil](mailto:ronald.h.baca.civ@mail.mil), every 10<sup>th</sup> following the reporting month.

### Attachment: Solid Waste Diversion

El Paso Area C&D Recyclers													
	Name of Facility	El Paso C&D Recycling	ASA Recycling	Newell Recycling Co of El Paso	W Silver Recycling Inc.	Border Trading	Lopez Scrap Metal Inc	M&M Metal Inc	Recycle USA	Jobe Materials	Low Cost Lumber	Villalva Sand and Gravel	Fort Bliss ITAM (Everett Duis)
	Address	12520 E. Pelicano Dr.	1042 Eastside Rd.	6800 Market Ave.	1720 Magoffin Ave.	1011 Hawkins Blvd.	351 N. Nevarez Rd.	12751 Pelicano Dr.		1150 Southview DR. #A	12100 Dyer Street	12450 Pellicano Dr.	2412 Hinman Road
	Phone	915-859-2890	915-779-3326	915-772-2728	915-532-5643	915-775-2546	915-859-0770	915-852-2080	915-877-7124	915-298-9900	915-440-4291	915-860-0902	915-568-7444
	Asphalt									X			X
	Brick	X											X
	Concrete	X										X	X
Land Clearing Debris	Rocks												X
	Soil												X
	Vegetation/Timber												
	Other												
Metal	Aluminum	X	X	X	X	X	X	X	X				
	Copper	X	X	X	X	X	X	X	X				
	Mixed Metal	X	X	X	X	X	X	X	X				
	Steel	X	X	X	X	X	X	X	X				
	Other Metals	X	X	X	X	X	X	X	X				
Specialty Material	Ceiling Tile												
	Composition Roof												
	Doors												X
	Windows												X
	Stairs												
	Cabinets												
	Glass												
	Gypsum/Plaster	not at the moment											
	Insulation												
	Paper	X											
	Plastic	X											
	Siding												
Wood	Finished	X									X		X
	Structural	X									X		X
	Treated										X		X
	Other												

Attachment C

**Attachment: Solid Waste Diversion**

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**Attachment: DPW-E Requirements**

**DPW-E Requirements (Environmental  
Compliance) 5 March 2018**

Compliance with the following requirements are in addition to requirements already specified throughout the PWS.

- (1) Compliance with Environmental Law and Regulations: Contractor shall comply with all applicable federal, state, and local environmental laws, statutes, regulations, executive orders, permits, Army regulations (with supplements), and Fort Bliss regulations. Contractor shall immediately report any conflicts between applicable federal, state, local environmental laws, statutes, Executive Orders, Army Regulation 200-1, and any specifications within this contract to the Contracting Officer Representative (COR) and the Directorate of Public Works, Environmental Division (DPW-E).
- (2) Conformance with Environmental Management System (EMS): Fort Bliss has implemented an Environmental Management System (EMS) to proactively deal with the environmental impacts of its processes, activities and services. Contractor is required to conform with the Fort Bliss EMS manual, procedures and operational plans. All personnel performing work for or on behalf of Fort Bliss must be aware of and understand Fort Bliss's Environmental Policy. Fort Bliss offers EMS General Awareness Training in multiple venues in the Environmental Division SharePoint (<https://imcom2.bliss.army.mil/DPWE/default.aspx>), which requires a common access card (CAC) issued by Fort Bliss. All contractors and their employees working at Fort Bliss are required to complete the EMS General Awareness Training. Contractors are also responsible for ensuring all subcontractors hired on their behalf receive EMS General Awareness Training. The Contractor is also responsible to ensure that no goods and services used by the Contractor or any of its subcontractors deviate from Fort Bliss's Environmental Policy.
- In the event of non-compliance with Fort Bliss's legal or other requirements or non- conformance with Fort Bliss's EMS, the Contractor is required to take immediate corrective action and develop preventive action to keep the non-compliance/non-conformance from recurring. In addition, the Contractor shall ensure their employees and subcontract employees are aware of their roles and responsibilities with regard to the EMS and how these requirement affect the work performed under this contract. For more information regarding the EMS requirements contact DPW-E at 915-568-0931.
- (3) Compliance with Federal Acquisition Regulations: Contractor shall comply with all Federal Acquisition Regulation provisions and/or clauses 52.223-3 Hazardous Material Identification and Material Safety Data; 52.223-5 Pollution Prevention and Right-to-Know Information; 52.223-7 Notice of Radioactive Materials; 52.223-9 Estimate of Percentage of Recovered Material Content for EPA-Designated Items; 52.223-10 Waste Reduction Program; 2.223-11 Ozone- Depleting Substances and High Global Warming Potential Hydrofluorocarbons; and 52.223-14 Toxic Chemical Release Reporting.
- (4) Compliance with Green Procurement Requirements: Contractor shall follow Federal EPA Comprehensive Procurement guidelines ([www.epa.gov/cpg](http://www.epa.gov/cpg)) for acquisition of building materials and products and select materials that have a long life cycle; have the least toxic materials; have recyclable materials; materials that are resource-efficient; materials with the maximum recycled content; materials harvested on a sustained yield basis; and products causing the least pollution during their manufacture, use, and reuse.
- (5) Compliance with Licenses and Certification Requirements: Contractor shall obtain all licenses and certifications required by federal, state, and local environmental laws and regulations necessary to adhere to the specifications of the contract.
- (6) The Contractor shall submit all plans, notifications, reports, submittal documents, and fees required by federal, state, and local environmental laws and regulations to the appropriate federal, state, and local authority and/or agency as necessary to adhere to the specification of the contract.

**Attachment: DPW-E Requirements**

(7) Notification of Federal and State Regulators: Contractor shall immediately notify DPW-E at 568-7031 and the COR/KO of the arrival onsite of any federal, state, and/or DoD environmental regulator or enforcement agent and/or the receipt of any correspondence from a federal or state environmental agency.

(8) Inspection of Work Sites: Contractor shall allow federal, state, Army and installation environmental regulatory inspections and/or investigations for noncompliance, and fully cooperate with such inspections/investigations by providing the appropriate records and documentation. Environmental regulatory agencies are authorized by law to inspect any work site for environmental compliance with regulatory requirements. If an inspection is conducted, it will not stop or disrupt ongoing contract activities. The inspection will only require the work supervisor/manager/competent person and Environmental Officer to answer questions and/or escort the inspector to specific work site areas with the potential to affect environmental quality.

(9) Reporting Non-Compliance: Contractor shall immediately report any non-conformance and/or non-compliance with applicable federal, state or local environmental laws, Army and installation environmental regulations to the COR and DPW-E at 568-7031.

(10) Assignment of Environmental Officers: Contractor shall designate an Environmental Officer (EO). Contractor EO shall monitor implementation of all environmental regulatory requirements, report all environmental non-compliance to the work site supervisor, correct all environmental non-compliances, and verify implementation of directed actions to correct identified environmental non-compliance. Contractor shall require all personnel designated as EOs to complete the EO certification course provided by Fort Bliss within 15 days of the start of contract performance. Contact the EO POC at 568-3781.

(11) Use of Ozone Depleting Compounds (ODC): Contractor shall not install any equipment (comfort cooling, refrigeration, or other device) that contains ODC; only non-ODC are required of new equipment installed or constructed. Contractor shall submit in writing the quantity, type, and location of equipment containing any refrigerant (ODC or non-ODC) used on the installation quarterly and within 48 hours prior to the expiration of the contract to the DPW-E. The Contractor shall submit within 72 hours of completing any work on equipment containing more than 50 pounds of refrigerant charge per circuit: the building location, name, model, serial number, and capacity of the unit; the amount of refrigerant removed and replaced; description of work performed and results of the subsequent verification testing to the DPW-E and COR. Contact the Air Quality Program Manager at 568-1838.

(13) Generation of Solid Waste and Recycling: Where permitted by a separate solid waste disposal contract, the Contractor may disposed of solid waste in installation provided dumpsters. Otherwise the Contractor shall remove from the installation and dispose of all solid waste generated, which cannot be recycled to an approved and permitted off-post disposal facility. Contractor shall make every effort to divert 60 percent of all construction and demolition debris waste and 50 percent of all other solid waste to comply with the Fort Bliss Integrated Solid Waste Management Plan. Prior to removing any waste from Fort Bliss for disposal, the Contractor shall coordinate with the installation Qualified Recycling Program Manager to arrange for recyclable materials to be removed and diverted from the waste stream and provided to the installation to receive credit toward meeting diversion requirements. Submit in writing the quantities of waste removed and recycled to the DPW-E Solid Waste Manager on a monthly basis and at the expiration of the contract. The submittal shall include the date of disposal/recycling, the disposal/recycling facility, the types of material disposed or recycled and the quantities of materials disposed/recycled by weight. The Contractor shall establish a program to promote cost-effective waste reduction in all operations and facilities covered by the contract. This includes collection, separation, and processing products or other materials recovered from solid waste streams for use in the form of raw materials. Contact the DPW-E Solid Waste Compliance Program Manager at 568-5724 for further information.

(14) Generation of Hazardous Waste: Contractor shall assign all hazardous waste management responsibilities to the contractor appointed Environmental Officer. Contractor shall contact DPW-E to obtain technical assistance from Environmental Field Services who will assist contractor EOs with achieving and maintaining compliance with hazardous waste storage and disposal requirements. The Contractor may

**Attachment: DPW-E Requirements**

establish a reimbursable account for hazardous waste (HW) services with the DPW-E. Where the Contractor has not established a reimbursable HW services account with the DPW-E the Contractor shall properly profile all waste generated as part of this contract to determine if any waste is hazardous waste as defined by 40 CFR Part 261.3. Contractor shall accumulate hazardous waste prior to disposal shipment in a satellite accumulation point at or near the point of generation site in accordance with federal, state, Army, and installation regulations. The Contractor shall properly package the hazardous waste and complete the hazardous waste manifest, then take the manifest to DPW-E for approval and signature prior to removing any hazardous waste from the installation. Contractor shall contact DPW-E to obtain the installation's hazardous waste EPA ID number for the hazardous waste manifest. The Contractor shall notify DPW-E 24 hours prior to removing any hazardous waste from the installation. The contractor shall remove and dispose of manifested hazardous waste generated by contract activities from the installation, to an approved off-post permitted hazardous waste disposal facility. The DPW-E shall assist contractors with profiling their waste upon request. Contact the Hazardous Waste Program Manager at 568-7041.

(15) Storm Water Construction Permit Compliance: Operations of construction sites located on Fort Bliss Texas and New Mexico have continuing obligation to comply with Construction Site Storm Water Permitting requirements of the Texas Commission on Environmental Quality (TCEQ) and the US Environmental Protection Agency Region VI (USEPA). Federal ownership of land where construction occurs does not alleviate the Clean Water Act construction permitting requirements for operators of construction activities.

(16) Construction operation activity resulting in land disturbance (grading, clearing, or excavating) greater than 1 acre are regulated under section 402 of the Clean Water Act and must comply with the requirements of the appropriate General Permit. Construction activity in the Texas portion of Fort Bliss is regulated by the TCEQ General Permit TXR150000 and in New Mexico by the USEPA Construction General Permit. The Texas General Permit and other assistance are available at [http://www.tceq.state.tx.us/permitting/water\\_quality/stormwater/TXR15\\_AIR.html](http://www.tceq.state.tx.us/permitting/water_quality/stormwater/TXR15_AIR.html) and in New Mexico at <http://www.epa.gov/region6/water/npdes/sw/construction/index.htm>. Contact the Stormwater Program Manager at 568-0794.

(17) Low Impact Design: The Contractor shall perform, track, participate, implement, and comply with Section 438 of the Energy Independence and Security Act, Executive Order 13514, and the DOA memorandum (2010) for full implementation of low impact design/development (LID) techniques to restore predevelopment hydrology to the maximum extent technically feasible for both new and renovation construction projects regardless of size. In support of LID, Contractors will adhere to installation landscape codes and the guidance found in the Installation Design Guide concerning Low Impact Design/Development for storm water management. Contact the Stormwater Program Manager at 568-0794.

(18) Use of Pesticides: Contractor shall submit the type and quantity of regulated pesticides, herbicides, or fungicides to be applied, the application purpose, and location to the DPW-E and COR for approval 10 working days prior to the initial application. The Contractor shall submit the actual quantities applied to the DPW-E and COR within 2 working days (48 hours) after each approved application. The Contractor shall utilize Integrated Pest Management (IPM) technology and procedures in strict compliance with all applicable federal, state, Army, and installation regulations, to include Fort Bliss's Pest Management Plan. Pesticide applicators shall be certified and licensed in accordance with the State of Texas/New Mexico and/or Department of Defense regulations. The Contractor shall provide evidence of personnel licenses and certifications to the Contracting Officer and the DPW-E prior to the initial application of pesticides, herbicides, or fungicides. Only those pesticides registered with the Environmental Protection Agency and approved by the Army Environmental Center and the DPW-E shall be utilized and then only in strict accordance with product labelling. The installation reserves the right to prohibit and limit the amount and type of pesticides used. Contact the Integrated Pest Manager at 568-6977.

(19) Asbestos and Lead Hazards: Contractor shall not provide or install Asbestos-Containing Materials (ACM) or products, or paint with a lead content higher than 0.06 percent by weight, at the installation without written approval of the DPW-E. Contractors must provide a certificate to the COR at the conclusion of the contract verifying that contract materials and products used are asbestos free. Common ACM

**Attachment: DPW-E Requirements**

includes, but is not limited to adhesives, mastics, sheetrock muds, and vinyl and tile flooring. Contractors installing new thermal system insulation must identify the new insulation with a blue band or cap at the locations where the new insulation begins and ends, and stencil "Non ACM" or "Asbestos Free" on the new insulation. The Contractor shall abide by all applicable federal and State regulations for asbestos and lead hazard, and all standard operating procedures available on the DPW-E Portal, Lead and Asbestos SharePoint site, [https://imcom.bliss.army.mil/DPWE/lead\\_asbestos/default.aspx](https://imcom.bliss.army.mil/DPWE/lead_asbestos/default.aspx), which requires a common access card (CAC) issued by Fort Bliss. Contact the Air Quality Program Manager at 568-1838

(20) Renovation or Demolition of Facilities with Asbestos and Lead Based Paint: Contractor shall submit a copy of the original, signed state-specific notification forms to DPW-E when performing demolition and/or renovation activities, and/or abating asbestos or lead-based paint. The Contractor must allow enough time for a review by the DPW-E prior to the project start date. The Contractor shall assume that materials on Fort Bliss contain asbestos and/or lead-based paint unless otherwise documented. In the notification, the Contractor shall describe procedures to be used to prevent the release of asbestos and lead contaminants into the work area and the environment. Air monitoring is required for all abatement projects as specified in the Fort Bliss Hazardous Substance Management Plan. The Contractor shall be responsible for ensuring his/her employees and Subcontractors are adequately trained and qualified for the classification of work they are performing (29 CFR 1926.62 and 1926.1101). The Contractor's on-site manager shall be trained and qualified as a "Competent Person" (29 CFR 1926.1101) capable of identifying asbestos or lead-based paint hazards in workplaces, capable of selecting the appropriate control strategy, and having the authority to take prompt corrective measures. Contact the Air Quality Program Manager at 568-1838

(21) Air Emissions: The Contractor shall minimize fugitive dust emissions in accordance with state regulations by covering all open-bed vehicles, watering disturbed land during on-going work, and gravel all temporary parking lots and service roads for site egress and ingress for contractor's employees, subcontractors, and suppliers. Contact the Air Quality Program Manager at 568-1838

(22) Waste Water: The Contractor requiring portable toilets services shall subcontract services with a registered wastewater transporter. The service provider is required to provide a signed- manifest when disposing of the waste in an EPWU (or New Mexico equivalent agency) approved site. Contact the Wastewater Program Manager at 568-0931

(23) Prevention of Spills: Contractor shall develop, maintain, and post at the work site a written site-specific Spill Response Plan if transporting, processing, storing, or in any way managing hazardous waste, hazardous material, petroleum-oils-lubricants, or other restricted items. In case of a spill, the person in control of the spill site or their designated representative shall take appropriate action to protect workers and bystanders; contain the spill (if it can be done safely); secure the spill site; restrict ignition sources; and immediately contact the installation Fire Department for assistance (911 or 744-9545). Contractor storing 1,320 gallons or more of any oil-based product in an aboveground storage tank at a contractor site shall develop a Spill Prevention Control Countermeasure (SPCC) Plan and present such plan to the DPW-E prior to placement. Contact the SPCC Program Manager at 568-6989.

(24) Protection of Work Site Resources: Contractor shall confine all activities to areas defined by the statement of work (SOW), drawings and specifications. Prior to the beginning of any work, the Contractor shall identify any land resources to be preserved within the work area. Except in areas indicated on the drawings or specified to be cleared, the Contractor shall not remove, cut, deface, injure, or destroy land resources including trees, shrubs, vines, grasses, topsoil, and landforms. The Contractor shall provide effective protection for land and vegetative resources at all times. Contractor shall notify the DPW-E if any trees are required to be disposed or removed.

(25) Corrective Action for Noncompliance: Contractor shall when given a verbal and/or written notice of environmental noncompliance or nonconformance by the COR, take immediate corrective action. Failure or refusal to comply promptly may be grounds for the Contracting Officer to invoke the appropriate contractual remedies. This may cause all or part of the work to be stopped immediately until satisfactory corrective action has been taken.

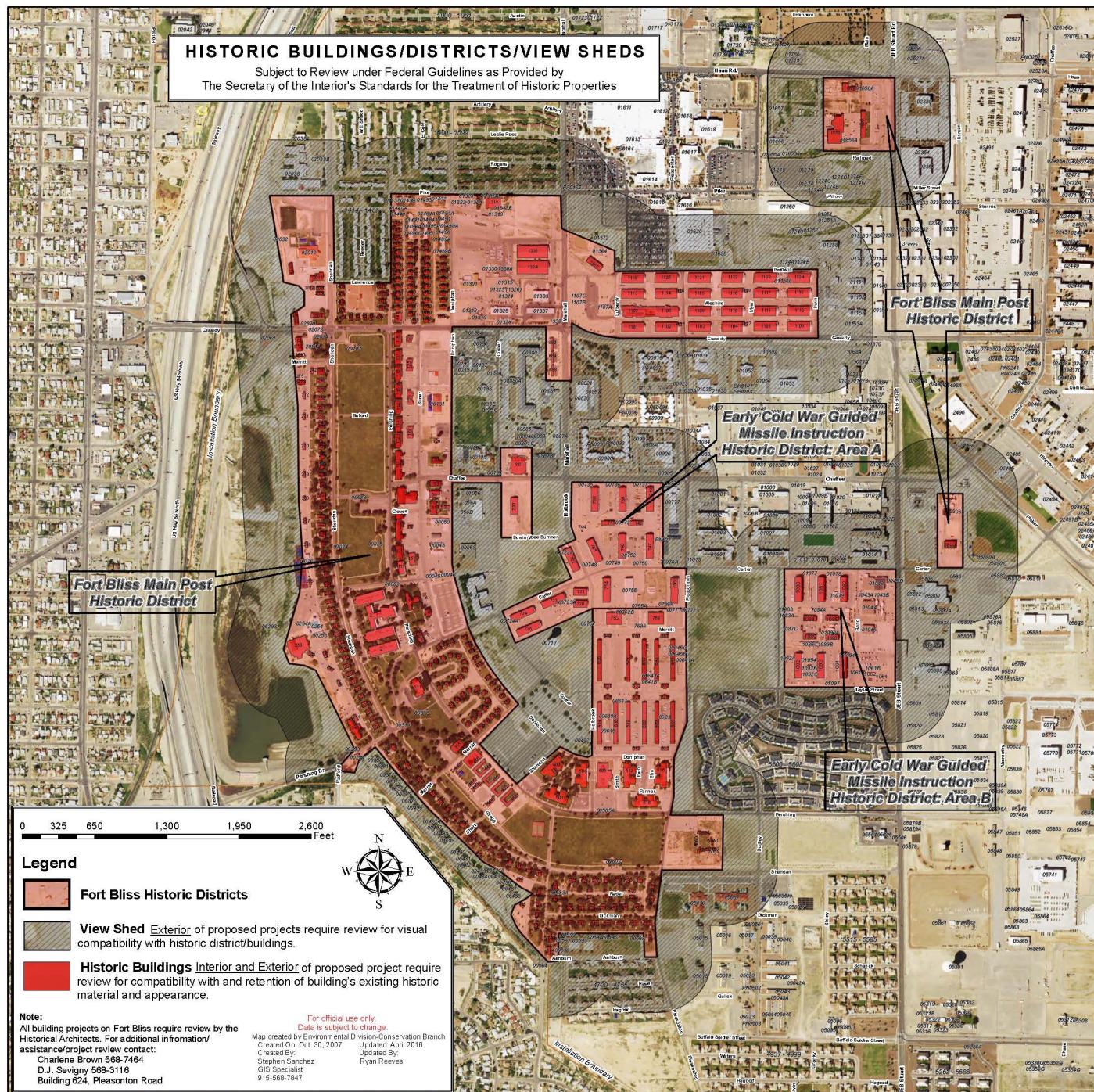
**Attachment: DPW-E Requirements**

(26) Drinking Water: Customer Service Inspection (CSI) certificates shall be completed prior to providing continuous water service to new construction; after any material improvement, correction, or addition to the water distribution facilities; any existing water service when the DPW has reason to believe that cross-connections other potential contamination hazard exist. Contact the Drinking Water Program Manager at 568-0931.

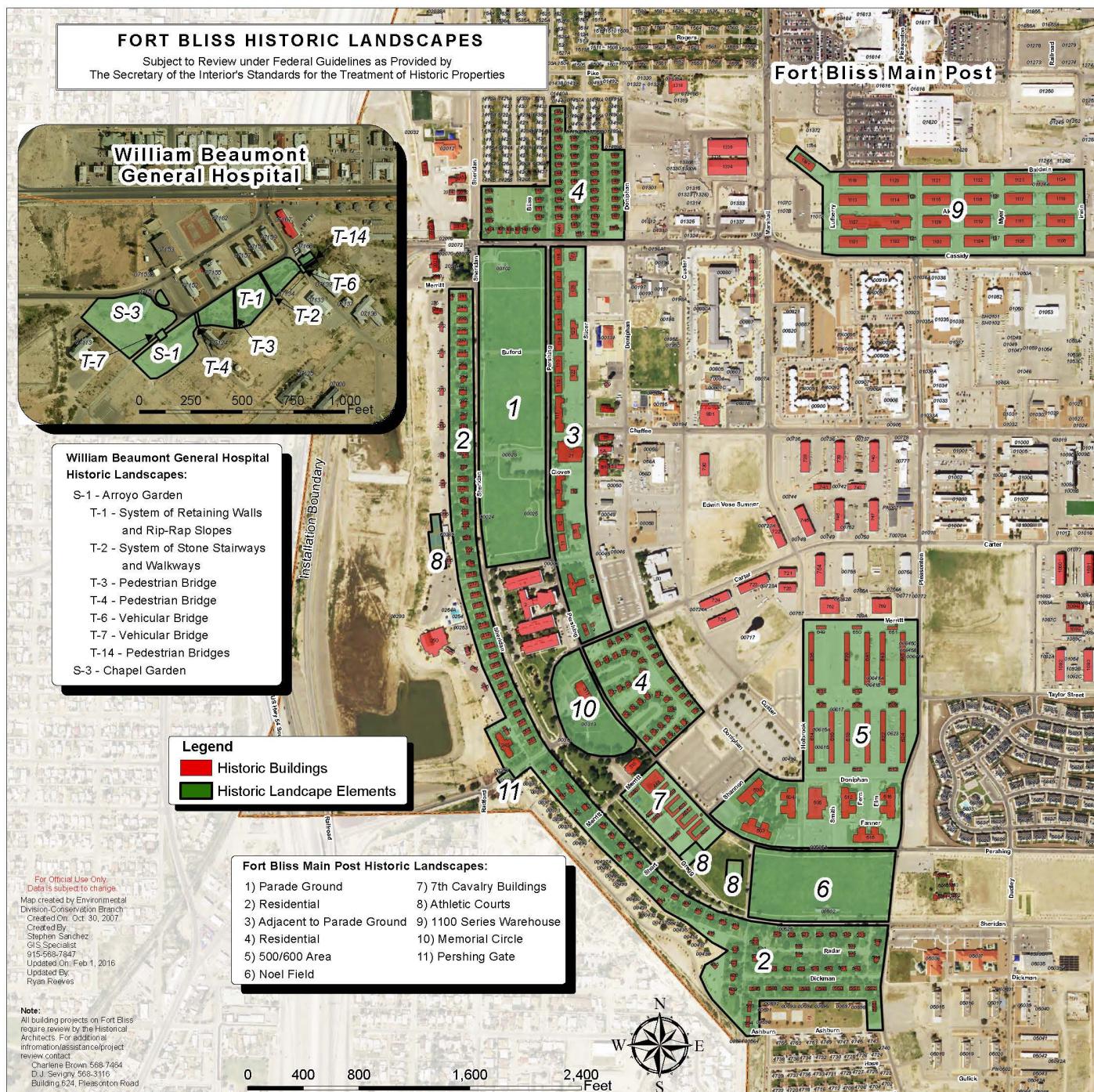
Petroleum Storage Tank Compliance: Underground Storage Tanks (UST's) are highly regulated and licensed and any installations or modifications to them must be coordinated, well in advance, with DPW-E's PST Program Manager (915-568-6959). Aboveground Storage Tanks (AST's) require that installations or modifications to them must be coordinated with DPW- E to assure compliance with state and federal environmental regulations.

(27) Fats, Oils, and Greases (FOG): Disposal of FOG requires licensed transporter with the State and El Paso Water Utilities. Grease interceptors ( underground) are required to be cleaned once every 90 days or sooner if usage dictates. Grease trap waste shall be collected and disposed by the FOG transporter. The FOG transporter shall generate a waste manifest each time a grease interceptor is pumped. Recyclable cooking oil shall be collected and recycled by a licensed Renderable Raw Material Hauler IAW with Texas Department of State Health Services requirements. A recyclable cooking oil pickup slip is required for documentation.

## Attachment: Historic Buildings Districts



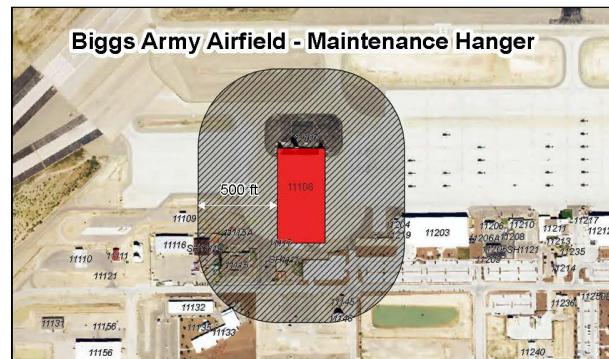
## Attachment: Historic Buildings Districts



## Attachment: Historic Buildings Districts

## HISTORIC BUILDINGS/DISTRICTS/VIEW SHEDS

Subject to Review under Federal Guidelines as Provided by  
The Secretary of the Interior's Standards for the Treatment of Historic Properties



**Note:**  
All building projects on Fort Bliss require review by the  
Historical Architects. For additional information/  
assistance/project review contact:  
Charlene Brown 568-7464  
D.J. Sevigny 568-3116  
Building 624, Pleasonton Road

For official use only.  
Data is subject to change.  
Map created by Environmental Division-Conservation Branch  
Created On: Jan 3, 2008 Updated On: June 30, 2010  
Created By: By Stephen Sanchez  
Stephen Sanchez Updated On: Jan 28, 2016  
GIS Specialist By Ryan Reeves  
915-568-7847

### Legend

	<b>Fort Bliss Historic Districts</b>
	<b>View Shed</b> <u>Exterior</u> of proposed projects require review for visual compatibility with historic district/buildings.
	<b>Historic Buildings</b> <u>Interior and Exterior</u> of proposed project require review for compatibility with and retention of building's existing historic material and appearance.

## Attachment: Privatized Utilities Provider Demarcation Points

upgraded/replaced to provide the proper water pressure to operate the required backflow prevention devices. The offerors are required to address these NOV's in their proposal and how they plan to technically correct this deficiency as well as address the cost to correct this deficiency in their price proposal.

In addition to the noted NOVs the Ft. Bliss, Directorate of Public Works has identified additional system deficiencies in the 1800 Area that requires the replacement of mains and laterals. System improvements to include hydrants in the McGregor, Dona Ana, and Oro Grande Range Camps have also been identified.

**TABLE 8**  
System Deficiencies  
Water Distribution System Fort Bliss, TX

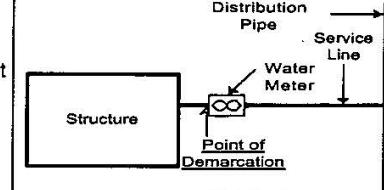
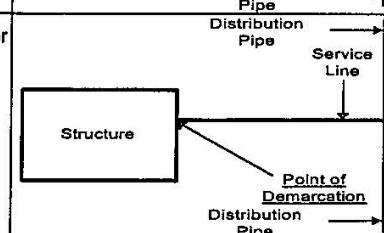
Project Location	Project Description
Area 1800	Replace mains and laterals
Postwide	Replace 3 elevated storage tanks, #129 - 150 Kgal, #493 - 500 Kgal and #5300 - 1,500 Kgal
Postwide	Correct waterline deficiencies, including hydrants
Postwide	Replace 3 water reservoirs, #1318 - 558 Kgal, #11172 - 600 Kgal, #4317 - 500 Kgal
McGregor Range Camp	System improvements including hydrants
Dona Ana Range Camp	System improvements including hydrants
Oro Grande Range Camp	System improvements including hydrants

### J5.11 Water Distribution System Points of Demarcation

The point of demarcation is defined as the point on the piping system where ownership changes from the Grantee to the building owner. The table below identifies the general locations of these points with respect to the building served.

Point of Demarcation	Applicable Scenario	Sketch

**Attachment: Privatized Utilities Provider Demarcation Points**

Point of Demarcation	Applicable Scenario	Sketch
Water Meter or Backflow Device, or Valve (closest apparatus to the exterior of the structure)	Water meter, backflow device, or valve is located on the service line entering the structure within 25 feet of the exterior of the structure.	
Point where the service line enters the structure	No water meter, backflow device, or valve exists on the service line entering the structure.	

### **J5.12 Unique Points of Demarcation**

The following table lists anomalous points of demarcation that do not fit any of the above categories.

Building No.	Point of Demarcation Description
None.	

### **J5.13 Plants and Towers**

Description	Facility Number	State Coordinates	Other Information
Water Towers			

**The following information was added by Amendment 0014:**

Select buildings, structures, objects, sites, districts, and landscapes on Fort Bliss may be historic, that is, they may be listed or eligible for listing in the National Register of Historic Places (NRHP). An inventory of Fort Bliss identified historic properties is maintained by the Directorate of Environment, Conservation Division (DOE-C). Identified historic

## Attachment: Privatized Utilities Provider Demarcation Points

FORT BLISS, TEXAS

SP0600-02-C-8250

UTILITY SYSTEM PRIVATIZATION CONTRACT

### J31.11 Government Recognized System Deficiencies

Table 9 provides a listing of system improvements that the Government has planned. The Government recognizes these improvement projects as representing current deficiencies associated with the Fort Bliss electric distribution system. If the system is sold, the Government will not accomplish these planned improvements. The Contractor shall make a determination as to its actual need to accomplish and the timing of any and all such planned improvements. Capital upgrade projects shall be proposed through the Capital Upgrades and Renewal and Replacement Plan process and will be recovered through Schedule L-3. Renewal and Replacement projects will be recovered through Sub-CLIN AB.

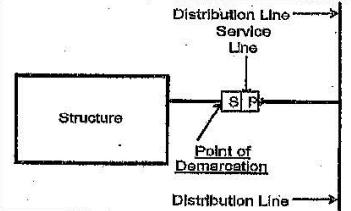
TABLE 9  
System Deficiencies  
Electric Distribution System Fort Bliss, TX

Project Location	Project Description
Main Substations entering base	Electronic breakers/ground fault interrupt

The Directorate of Public Works has identified a system deficiency at the main substations entering the base. The deficiency identified is related to the electronic breakers and their calculated rating as far as code compliance for the associated ground fault interrupt are concerned – This is a placeholder for more definitive information.

### J31.12 Electric Distribution System Points of Demarcation

The point of demarcation is defined as the point on the distribution system where ownership changes from the Grantee to the building owner. This point of demarcation will typically be at the point the utility enters a building structure or the load side of a transformer within a building structure. The table below identifies the type and general location of the point of demarcation with respect to the building for each scenario.

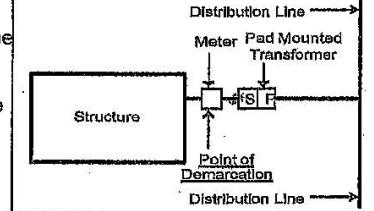
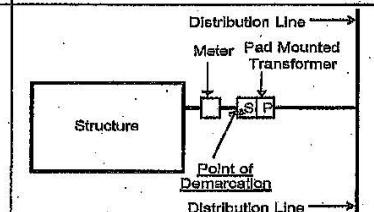
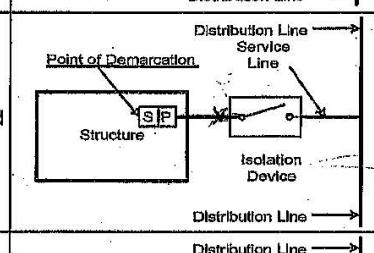
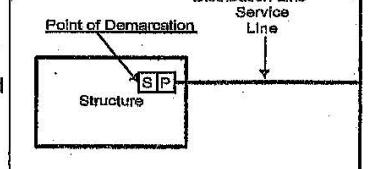
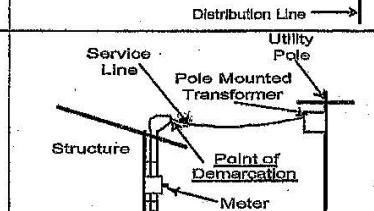
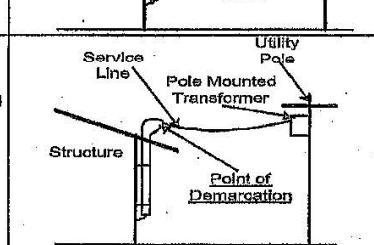
Point of Demarcation	Applicable Scenario	Sketch
Point of demarcation is the transformer secondary terminal spade.	Pad Mounted Transformer located outside of structure with underground service to the structure and no meter exists.	

# Attachment: Privatized Utilities Provider Demarcation Points

FORT BLISS, TEXAS

SP0600-02-C-8250

UTILITY SYSTEM PRIVATIZATION CONTRACT

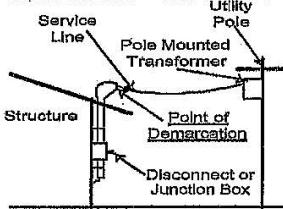
Point of Demarcation	Applicable Scenario	Sketch
Down current side of the meter	Residential service (less than 200 amps and 240V 1-Phase), and three phase self contained meter installations. Electric Meter exists within five feet of the exterior of the building on an underground secondary line.	
Point of demarcation is the transformer secondary terminal spade.	Three Phase CT metered service.	
Secondary terminal of the transformer inside of the structure	<p>Transformer located inside of structure and an isolation device is in place with or without a meter</p> <p>Note: Utility Owner must be granted 24-hour access to transformer room.</p>	
Secondary terminal of the transformer inside of the structure	<p>Transformer located inside of structure with no isolation device in place.</p> <p>Note: Utility Owner must be granted 24-hour access to transformer room.</p>	
Point of demarcation is the point where the overhead conductor is connected to the weatherhead.	Electric meter is connected to the exterior of the building on an overhead secondary line.	
Point of demarcation is the point where the overhead conductor is connected to the weatherhead.	Pole Mounted Transformer located outside of structure with secondary attached to outside of structure with no meter.	

## Attachment: Privatized Utilities Provider Demarcation Points

FORT BLISS, TEXAS

SP0600-02-C-8250

UTILITY SYSTEM PRIVATIZATION CONTRACT

Point of Demarcation	Applicable Scenario	Sketch
Point of demarcation is the point where the overhead conductor is connected to the weatherhead.	Service may be overhead or underground. A disconnect switch or junction box is mounted to the exterior of the structure with no meter.	

### Unique Points of Demarcation

The following table lists anomalous points of demarcation that do not fit any of the above scenarios.

Building No.	Point of Demarcation Description
[“None” if appropriate]	<p><i>Text description of point of demarcation</i></p> <p><i>“User Note: Examples May Include: High Security Area, Weapons Storage, Athletic Fields, Generators, Fire Pumps, Sump Pumps, Lift Stations, Condensate Stations, Airfield Lighting Vault, Parade Grounds, Parks, Static Displays, Traffic &amp; Warning Lights, Perimeter/Security Lights, etc.”</i></p>

### Plants and Substations

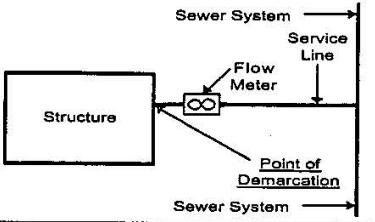
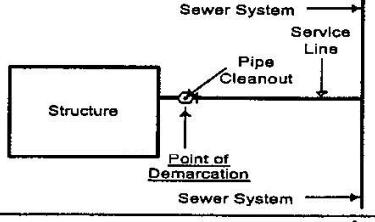
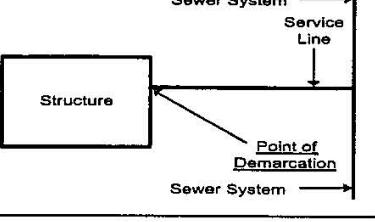
Description	Facility #	State Coordinates	Other Information
[“None” if appropriate]			<p><i>“User Note: This table should include any parcels of land that the Grantee will need to be granted exclusive use under this easement.”</i></p>

## Attachment: Privatized Utilities Provider Demarcation Points

Alternative 2	
Dona Ana Range Camp	Repair oxidation pond
Alternative 5	
Oro Grande Range Camp	Repair oxidation pond
Alternative 4	
Meyer Range Camp	Repair oxidation pond
Alternative 5	
Postwide	Repair sewer manholes

## J32.12 Wastewater Collection System Points of Demarcation

The point of demarcation is defined as the point on the wastewater collection pipe where ownership changes from the Grantee to the building owner. The table below identifies the general locations of these points with respect to the building served.

Point of Demarcation	Applicable Scenario	Sketch
Point where the service line enters the structure	Sewer system flow meter is located on the service line entering the structure.	
Point of demarcation is the cleanout device, if within 10' of the building perimeter	No flow meter exists and a sewer system cleanout is located within 10 feet of the building perimeter on the service line.	
Point where the service line enters the structure  <i>Note: A new cleanout device should be installed within 10' of building during any stoppage or maintenance action. This will then become the new point of demarcation.</i>	No flow meter or cleanout exists on the service line entering the structure.	

## J32.13 Unique Points of Demarcation

The following table lists anomalous points of demarcation that do not fit any of the above categories.

Building No.	Point of Demarcation Description
None	

## J32.14 Plants

Description	Facility Number	State Coordinates	Other Information