United States Secret Service
James J. Rowley Training Center

STATEMENT OF WORK (SOW)
for
AMMO Extended Storage -Multiplex ATF SPEC Type 2 Explosives Storage and Ammo Storage Magazines

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Project Background and Requirements

1.1. Project Background

1.1.1. The James J. Rowley Training Center (JJRTC) is the primary training facility for the United States Secret Service (USSS). The campus is located at 9200 Powder Mill Road in Laurel, Maryland on approximately 500 acres. The United States Secret Service, James J. Rowley Training Center (JJRTC) is the main training facility for USSS personnel. The campus consists of commercial buildings, classrooms and conference rooms spread over a 500-acre campus. JJRTC must provide the best training environment for USSS law enforcement Agents, Officers and civilian support personnel. The Government shall not exercise any supervision or control over the contract service providers performing the services herein. Such contract service providers shall be accountable solely to the contractor who, in turn, is responsible to the Government.

1.2. Project Objectives – Phases 1 & 2

The objective of this project, initiated by the James J. Rowley Training Center (JJRTC) under the United States Secret Service, is to provide Turn-Key design and build services to furnish and construct new concrete reinforced pads and a 5,400 square foot Outdoor ATF SPEC Multiplex Magazine with heavy duty flooring, entry ramps, and awnings. In the location where the new Multiplex will be constructed, there are two (2) existing ARMAG Corporation branded Outdoor Explosive Storage Magazines that will need to be relocated within the campus; there is also a large metal shed that will need to disassemble and reassembled after the Multiplex is installed. The project requirements under this SOW are broken down into two (2) Phases of work, however, it remains as a standalone Turn-Key project. The most stringent requirement shall prevail.

Phase 1: Professional Turn-Key design, construction, furnishing and installation of a new reinforced concrete pad, and relocation of two (2) Outdoor Explosives Storage & Ammunitions Storage Magazines system include, but not limited to, the following tasks:

- Provide all necessary design, engineering, testing, construction services, and any other coordination, requirements/services necessary to complete the project.
- Relocate two (2) existing ARMAG Corporation Outdoor Explosive Storage & Ammunition Storage Magazines and all associated items.
- Disassembly of any required components including electrical, grounding and bonding systems.
- Each magazine weighs approximately 54,000 pounds and will be unoccupied prior to relocation. Contractor shall provide the Government with at least 1-month advanced written notification prior to the units being relocated.
- Relocate magazines from the Wilkie Parking Area to a COR specified designated open space on the JJRTC.
- Facilitate and manage the transportation of the magazines.
- Construct reinforced concrete foundations and anchoring systems.
- Provide the necessary site preparation, grading, drainage, grounding & bonding systems, and site improvements to support the storage magazines.

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- Reinforced concrete pad shall be designed for a fully loaded magazines and all associated items.
- Disassemble, store and protect the existing metal shed.
- Install drainage systems and coordinate utilities.
- Complete all site preparations and improvements to ensure safe placement and operation.
- The new reinforced concrete pad and all associated items, including power, must be completed in no less than 60 calendar days before the arrival of the new 5,400 S.F Multiplex ATF Spec Type 2 Explosives Storage and Ammo Storage magazine system.
- The existing magazines shall be relocated and fully operational at the new site location no later than 45 days before the arrival of the new Multiplex magazine.
- Reassembly of any required components including electrical, grounding and bonding systems.

Phase 2: This phase involves the Professional Turn-Key design, construction, furnishing testing and installation of a new reinforced concrete pad, and a 5,400 square foot Multiplex ATF Spec Type 2 Explosives Storage and Ammo Storage magazine system include, but not limited to, the following tasks:

- Provide all necessary design, engineering, testing, construction services, and any other coordination, requirements/services necessary to complete the project.
- For future use, provide and install two (2) empty 1" PVC conduits with pull strings. The location shall be specified by the COR during the design phase.
- Provide the necessary site preparation, grading, drainage, and site improvements to support the new storage magazines.
- To the extent possible, the electrical distribution and disconnect equipment shall be mounted and affixed to the magazines.
- Reinforced concrete pad shall be designed for a fully loaded magazine system and all associated items.
- Installation of reinforced concrete foundations and anchoring systems.
- Furnish and properly install grounding and bonding systems.
- Coordination and installation of necessary utilities.
- Delivery and placement of materials, equipment and storage magazines.
- Furnish and install the storage magazines as per the manufacturer's specifications, requirements, recommendations and best practices.
- All relocation support including on-site installation assistance, civil/site improvements required for the transportation, installation, the storage magazines.
- Removal, modification and restoration of affected portions of the Wilkie parking area, as needed.
- Reassemble the metal shed.

1.2.1.1. Contractor is responsible for assessing the electrical power and HVAC systems requirements and coordinating with Baltimore Gas Electric (BGE) to provide and install the necessary equipment and permanent power for the magazines and all associated items.

1.2.1.2. Contractor shall determine the Electrical power and HVAC systems requirements.

1.2.1.3. Contractor shall comply with all applicable federal, state, local codes &

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regulations.

1.2.1.4. Contractor shall obtain all required permits, approvals, and inspections required to successfully complete the project.

1.3. Period of Performance - The period of performance for this task order is 180 calendar days from award.

1.4. Project Requirements

1.4.1. The contractor shall provide all personnel, equipment, supplies, facilities, transportation, tools, materials, and supervision necessary to meet the requirements established in the statement of work.

1.4.1.1. The project is Turn-key.

1.4.1.2. The concrete pad mix shall be free of any admixtures such as cold-weather additives and other chemical agents unless otherwise approved by the COR.

1.4.1.3. The contractor should coordinate all construction activities to the JJRTC or COR prior to start of work. Provide warranties, O&M manuals, spare keys, test reports, and as-built drawings at closeout.

Phase 1

1.4.1.4. The contractor shall design & construct a new reinforced concrete pad and concrete apron capable of safely supporting the maximum capacity loads of the two (2) Outdoor Explosives Storage & Ammunitions Storage Magazines, including all associated operational and structural loading requirements.

1.4.1.5. Relocate the two (2) existing Outdoor Explosives Storage & Ammunitions Storage Magazines, each weighing approximately 54,000 lbs. from the existing location to the new designated location and reinforced concrete pad. The work shall include relocation of the existing HVAC unit and all associated components, accessories required for complete installation and operational functionality. The contractor shall verify and account for all existing storage dimensions, weights, clearances, and associated equipment prior to relocation and construction activities. The contractor shall ensure all systems are working properly

1.4.1.6. Design and construct a new reinforced concrete pad to relocate, install, anchor, and ground the two (2) existing 54,000 lbs. each Outdoor Explosives Storage & Ammunitions Storage Magazines and all other associated items.

1.4.1.7. The concrete pad shall be designed & constructed with high strength Rebar

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(regular steel rebar, WWF, or FRP) no wire mesh shall be used. Top of concrete pad shall be smooth, level finish suitable for placement. All contributing building loads shall be determined by the Designer of Record to establish the concrete pad thickness.

1.4.1.8. See attachment 1.4.4.3 – Project Site & 1.4.4.4 – Site Plan (Conceptual)

1.4.1.9. Relocate two (2) existing 54,000 lbs. empty Outdoor Explosives Storage & Ammunitions Storage Magazines, including associated items from the Wilkie Parking Area to a COR designated location at JJRTC.

1.4.1.10. The contractor shall confirm all final equipment locations with the COR prior to installation. See attached 1.4.4.2 - Location Map.

1.4.1.11. Protect the Outdoor Explosives Storage & Ammunitions Storage Magazines during transport and handling.

1.4.2. The contractor shall only relocate and install the two (2) existing 54,000 lbs. each Outdoor Explosives Storage & Ammunitions Storage Magazines to the new location after the reinforced concrete pad has reached its design strength and full curing.

1.4.2.1. Install Outdoor Explosives Storage & Ammunitions Storage Magazines on the new concrete pad in proper alignment. Ensure that each Outdoor Explosives Storage & Ammunitions Storage Magazines is stable, secured, and operational after installation.

1.4.2.2. Maintain 3' clear gap between the two (2) Outdoor Explosives Storage & Ammunitions Storage Magazines after installation.

1.4.2.3. Provide a minimum 12" clearance between the left, right, & rear faces of the Outdoor Explosives Storage & Ammunitions Storage Magazines and the concrete pad edges. Also, provide a minimum of 60" front clearance for door swing, ramp access, and operational use. See attached 1.4.4.4 – Site Plan (Conceptual)

1.4.2.4. Optional: Custom Exterior Panels. Turn-key and install custom exterior panels of equal quality or better of those revealed during the bid walk. Further, the panels shall be completely installed on all exposed exterior sides (both levels) of the double stacked container system; the windows shall not be covered with panels. If this option is exercised, the COR will provide the actual images that will be displayed on the panels. See attached 1.4.4.10 – Metal Panel & Graphics (reference only)

1.4.2.5. Provide and construct apron for truck, forklifts, and loading/unloading operations. The apron shall slope downward toward the existing road with a smooth transition and maximum 10% slope.

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1.4.2.6. Contractor responsible for verifying and accounting for utilities as a part of this contract during design and construction.

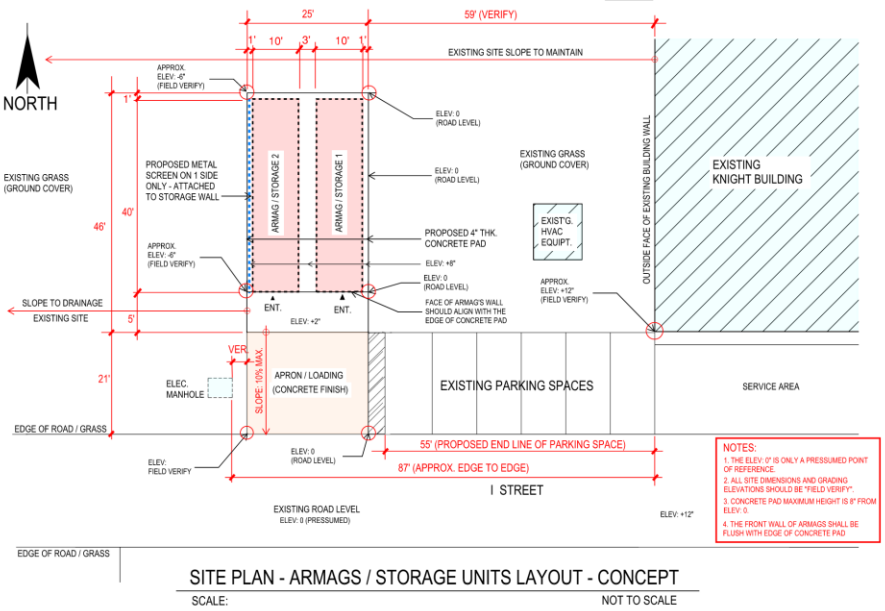
Phase 1
Attachment: 1.4.4.2 – Location Map

LOCATION MAP
NOT TO SCALE

Attachment: 1.4.4.3 – Project Site

SITE MAP

Attachment: 1.4.4.4 – Site Plan (Conceptual)



Attachment: 1.4.4.5 – GIS Data (Knight Building Area)

Attachment 1.4.4.6 – Electrical Transformer (Existing)

Attachment 1.4.4.7 – HVAC System (Existing)

Attachment 1.4.4.9 – 2 Outdoor Explosives Storage & Ammunitions Storage Magazines (Existing)

<u>Features of work</u> – Phase 2

1.1.1.1. The contractor shall design & construct a new reinforced concrete pad and a 5,400 S.F. Multiplex ATF Spec Outdoor Explosives Storage & Ammunitions Storage Magazines, including all associated operational and structural loading requirements. facility within the southwest portion of the Wilkie Parking Area. Work shall include all required site preparation, grading, excavation, subgrade preparation, reinforced concrete foundation construction, utility coordination, and associated civil/site improvements necessary to support the proposed facility and its operational requirements. See attached 1.4.6.4 (Enlarged Site Plan)

1.1.1.2. Design and construct a new reinforced concrete pad to hold a 5,400 S.F. Multiplex ATF Spec Outdoor Explosives Storage & Ammunitions Storage Magazines at full capacity.

1.1.1.3. The concrete pad shall be designed & constructed with high strength Rebar (regular steel rebar, WWF, or FRP) no wire mesh shall be used. Compact sub-grade and base course. Top of concrete pad shall be smooth, level finish suitable for placement. All contributing building loads shall be determined by the Designer of Record to establish the concrete pad thickness.

1.1.1.4. The contractor shall always identify and secure the construction area. Maintain safe pedestrian and vehicle circulation around the project site. The contractor shall protect all existing such as building facility, utilities (Drainage Systems & Electrical Transformer/Source), electrical manholes, and other site features during construction. These utilities can be in the existing or to its new project locations.

1.1.2. The new concrete pad shall reach 100 percent of its design strength and full curing before installing the 5,400 S.F. Multiplex ATF Spec Outdoor Explosives Storage & Ammunitions Storage Magazines.

1.1.2.1. Demolish designated portion of the existing parking area as required for the new facility footprint and associated site improvements.

1.1.2.2. Remove and legally dispose of demolished asphalt/concrete, pavement, debris, unsuitable materials, and obstruction from the JJRTC.

1.1.2.3. The contractor should disassemble, protect and store the existing shed and reassemble it to return to the assigned placed as directed.

1.1.2.4. Period of Performance

1.1.2.5. Completion within 180 days of receipt of Notice to Proceed

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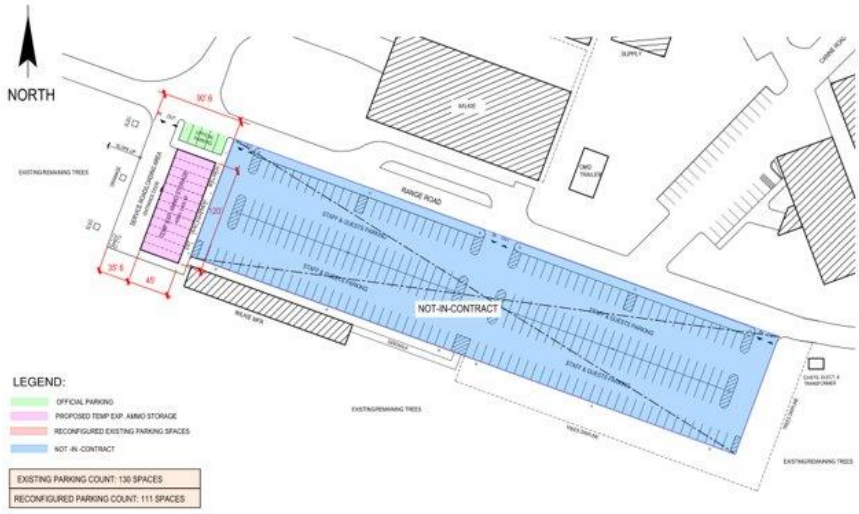
Phase 2

Attachment 1.4.6.2 (Location Plan)

TEMP AMMO EXPANSION STORAGE LOCATION PLAN

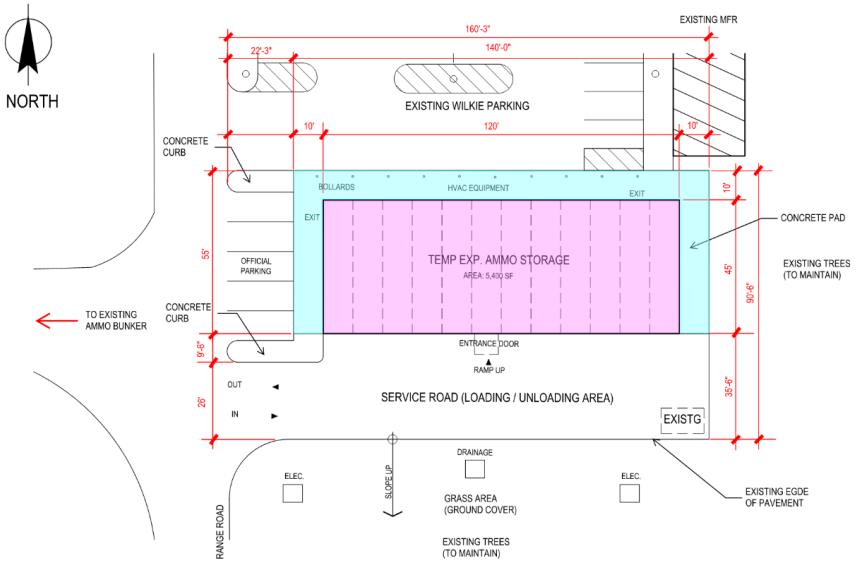
Attachment 1.4.6.3 (Site Plan)



SITE PLAN - PROPOSED TEMP EXPANSION AMMO STORAGE - PHASE 2

SCALE: NOT TO SCALE

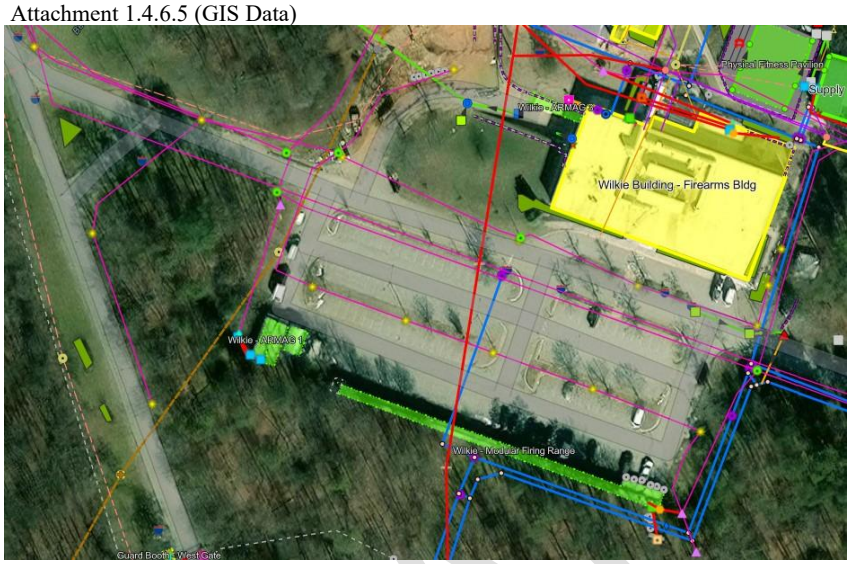
Attachment 1.4.6.4 (Enlarged Site Plan)



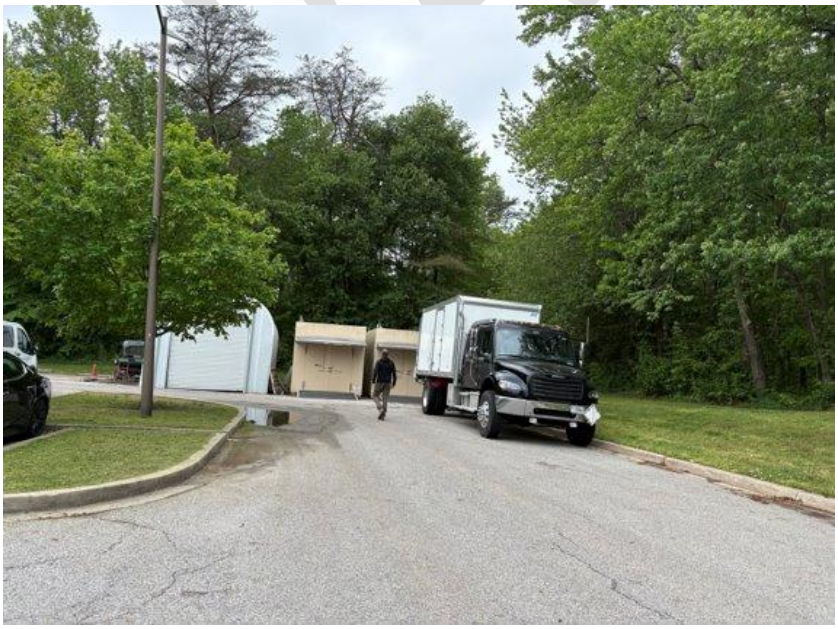
SITE PLAN - PROPOSED TEMP. EXPANSION AMMO STORAGE - PHASE 2

SCALE: NOT TO SCALE

Attachment 1.4.6.5 (GIS Data)



Attachment 1.4.6.6 (Existing Shed)



Attachment 1.4.6.7 (Project Site)

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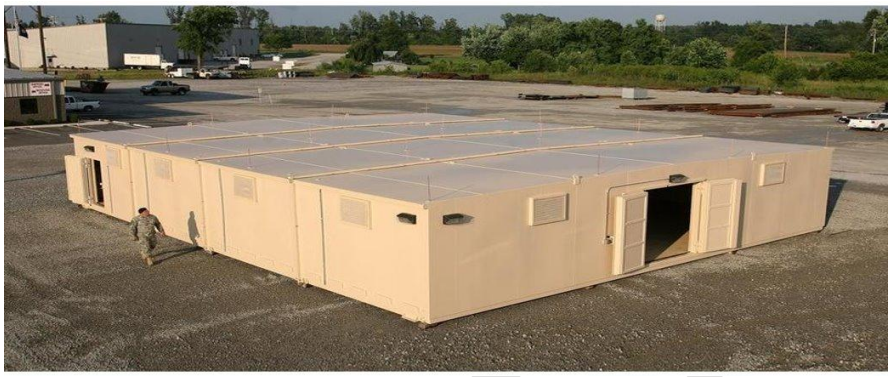
Attachment 1.4.6.8 (Reference)



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1.1.1. Pre-Bid Site Investigations

1.1.1.1. Offerors who submit a proposal must attend a pre-bid site visit for Phase 1 & phase 2 that will be scheduled during the solicitation period to verify field conditions referenced in the SAES. If additional clarification is necessary, the Contractor must submit in writing a formal request for information (RFI) to the Contracting Officer.

1.1.1.2. The Contractor shall conduct an in-person site visit prior to submitting proposal.

Administrative Project Requirements

2. Safety Requirements

2.1. Health and Safety Standards: The facilities, systems, and equipment design standards of the Occupational Safety and Health Act, Code of Federal Regulations, Title 29, Chapter XVII, Parts 1910 and 1926 as applicable will be incorporated by the Architect-Engineer into all engineering design and analyses furnished pursuant to this contract. Any problems in incorporating these standards due to conflicts with other technical criteria will be promptly submitted to the Safety, Health and Environmental Programs Division and Contracting Officer for decision.

2.2. Accident Prevention Plan (APP) and Activity Hazard Analysis (AHA): Before initiation of any work, the Contractor shall develop and submit to the Safety, Health and Environmental Programs Division and COR for acceptance, prior to a comprehensive site specific Accident Prevention Plan (APP) and Activity Hazard Analysis (AHA), in accordance with the EM-385-1-1, U.S. Army Corps of Engineer Safety and Health Requirements Manual (latest edition at time of solicitation on website): http://www.usace.army.mil/SafetyandOccupationalHealth.aspx).

2.3. Site Safety and Health: The Contractor shall comply with FAR 52.236-13 and all site/safety/health/ environmental/personal protection and pedestrian/vehicular traffic control plans. The APP and AHA shall comply with Occupational Safety & Health Administration (OSHA) rules/regulations/laws, Corps of Engineers Safety and Health Requirements EM 385-1-1, Federal Highway Administration (FHWA) standards/recommendations (if applicable), Uniform Federal Accessibility Standards (UFAS), Architectural Barriers Act (ABA) and all other laws, codes, rules, regulations, executive orders, Authority Having Jurisdiction (AHJ) and guidelines applicable or associated with the type of work required under this contract prior to the start of on-site work. In the event of conflict between any requirements the more stringent requirement shall apply.

2.4. Other Government Contractor's Construction Zone: In the event the Contractor's activities require them to traverse into an Other Government Contractor's (OGC) construction zone, the Contractor and their subcontractors shall be responsible for participating in the OGC's safety training program.

2.5. First Response Coordinator for Emergency Services: The Contractor's Site Safety

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and Health Officer (SSHO) shall ensure that all their employees, including subcontractors, are aware that for emergencies inside the campus are to call 911. All injuries or incidents shall be reported to the COR and Government Safety Representative within one hour of the occurrence. The Contractor is required to use the USACE ENG 3394 Accident Reporting Form and submit within 5 business days of an accident/incident.

2.6. The Contractor must limit production of particulates during construction and ensure that no airborne particles leave the space in question.

2.7. The Contractor shall take all reasonable measures to protect USSS personnel and property from exposure, injury or damage resulting from their operations. The Contractor shall be responsible for the cost of restoration work to the Government's property.

3. Existing Conditions Survey, Testing, and Reports

3.1. Existing Conditions Survey: The Contractor shall conduct an existing conditions survey of the adjacent spaces to the project area which have direct impact on the project. The survey shall include all systems affected by the scope of work including those not functional at the time the survey was conducted. The Contractor shall evaluate the availability, capacity, location, and connections of existing utilities.

3.2. Existing Conditions Tests: The Contractor shall be responsible for performing any testing necessary to confirm the existing conditions are adequate for the full execution of all planned work (e.g. structural capability, geotechnical investigation, mechanical equipment). If the Contractor proceeds with the work before testing and confirmation have been completed, any rework due to issues with unsuitable existing conditions shall be at the cost of the Contractor. This includes implementation of manufacturer's recommendations, recommended tests, and validation of product's installation requirements.

3.3. Existing Conditions Reports: The Contractor shall provide existing conditions reports for Government acceptance. The existing conditions reports shall summarize the findings from the existing conditions survey. All deficiencies and any modifications to the existing conditions shall be identified in the existing conditions report and the report will be presented within 60 calendar days from Task Order Award. Failure to identify deficiencies in the existing conditions reports shall indicate the Contractor's concurrence that such systems are in good working condition or will be brought to acceptable working condition by the Contractor according to the technical requirements of this RFP.

3.3.1. Existing Conditions Report – General Report: The Contractor shall include utilities located within the project areas having points of origin outside of the project area. All necessary modifications to the existing systems shall be identified in the existing conditions report and included in the Contractor's design.

4. Design and Construction Submissions

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4.1. Design Work: The Contractor shall provide a design for the work under this contract in accordance with the requirements of this RFP, any referenced attachments, and all applicable local, state, and federal codes. The design shall be functional, compatible with existing systems, and shall meet the overall project scope, cost, and schedule. The design for this project shall be coordinated with existing conditions in adjacent spaces as to not cause any safety hazards or adverse impacts to existing systems. All systems, devices, doors and other work, equipment and materials designed, modified and/or installed by the Contractor shall be compatible with and operate in conjunction with existing systems.

4.2. Obligating the Government: The Contractor shall not design and/or use proprietary components that will obligate the Government (i.e. subscriptions, license, maintenance contracts).

4.3. Designer of Record (DOR): The Contractor shall obtain the services of a designated Registered Architect/Professional Engineer defined in Unified Facilities Criteria UFC 1-300-09N to serve as the Designer of Record (DOR). The DOR must have proven experience in design, installation, and commissioning in projects of similar scope and is the design-certifying authority throughout the project. The DOR shall be involved at every step of the project and is responsible for design work of his or her respective discipline.

4.4. Design Packages: The Contractor shall produce a design package in accordance with the RTC Electronic Drawing Standards and UFC 1-300-09N.

4.5. For the Issue for Construction (IFC) submission and all submissions during construction, the DOR shall seal, date, and sign all components of the submission in hard copy form as released for construction and provide copies for distribution from the original set. The DOR shall electronically sign and date Issue for Construction (IFC) submissions in accordance with UFC 1-300-09N.

4.6. Design documentation and specifications shall not be proprietary.

4.7. All documentation and products produced in this contract shall be in accordance with the Site Security Classification.

4.8. The Contractor shall provide Erosion and Sedimentation controls as required by Federal, State and local laws and regulations. General Permit for Stormwater Associated with Construction Activity (if >1 acre of land disturbed) and the MS4 Phase II General Permit for State and Federal Agencies (if > 5000 sqft or > 0.1 acres of land area or 100 cubic yards or earth movement are involved.

4.9. Government review or acceptance of any design submission under this contract shall not relieve Contractor of its sole responsibility to perform all contract requirements and deliver a product that in all respects conforms to the contract requirements. Acceptance/review by the Government shall not constitute a waiver or change to the contract requirements unless that change or waiver is expressly approved in writing by the Contracting Officer.

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4.10. Submittals: All construction submittals such as Pre-Construction, design, shop-drawings and close-out documents shall be reviewed by the DOR and contain the DOR approval stamp with signature and date along with corresponding specification number and paragraph, variation / deviation notification, and whether the submittal is For Information Only (FIO) or Government Acceptance (GA). All submittals shall also be reviewed by the Contractor's Quality Control Manager (QCM) and contain the QCM's stamp with signature. The stamp(s) shall also identify the specific project, transmittal number, submittal description and corresponding date of submittal. If the information is not complete, the submittal shall be rejected and returned to the Contractor. Submittals that contain deviations from the SOW must be specifically identified as containing a deviation from the SOW and contain a detailed explanation for the deviation. Government review or approval of any design document submittal, shop drawing or plan shall not be deemed to approve any deviation from the SOW unless the deviation is specifically identified in the submittal and expressly approved in writing by the Government.

4.11. Design Coordination with Other Government Contractors (OGCs) and Other Government Agencies: The Contractor shall coordinate work with OGCs, and shall carefully adapt its design (as applicable), schedule and performance of the work to accommodate the work of the OGCs. The Contractor shall take coordination direction from the COR. The Contractor shall make every reasonable effort to avoid interference with the performance of work by the OGCs, as scheduled by the OGCs or by the Government. The Contractor shall be responsible for coordinating the work of OGCs and other Government agencies into their design package (as applicable).

4.12. Telecommunications: N/A

4.13. Paint Requirements: N/A

4.14. Stormwater Management: The Contractor must follow requirements stated in detailed in the RTC MS4 permit and applicable Maryland regulations.

4.15. Plumbing Requirements – N/A

4.16. Electrical Requirements:

4.16.1. Electrical panels serving the project area shall have a minimum 50% spare capacity.

4.16.2. All low voltage wiring, including security, IT, and controls, shall be in continuous pathways. These pathways shall be furnished and installed by the Contractor after fully coordinating and documenting the locations with Other Government Contractors (OGC) as applicable. Pathways shall be of flex conduit, rigid conduit, or cable tray and installed in accordance with the applicable code.

4.16.3. All lighting shall be LED.

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4.16.4. The contractor is responsible for the removal and/or relocation of site lighting poles and fixtures with the appropriate utility authority.

4.17. Grounding

4.17.1. Ground electrical circuits, equipment and enclosures in accordance with NFPA70 and IEEE C2 to provide a permanent, continuous and effective path to ground unless otherwise noted by EM 385-1-1.

4.17.2. Check grounding circuits to ensure that the circuit between the ground and a grounded power conductor has a resistance low enough to permit sufficient current flow to allow the fuse or circuit breaker to interrupt the current.

4.18. Utilities and Underground Pipes

4.18.1. Provide detectable aluminum plastic backed tape for detectable magnetic plastic taped manufactured specifically for warning and identification of direct buried piping. Tape must be detectable by an electronic detection instrument. Warning tape to be color coded with warning and identification of utility type imprinted in bold black letters continuously over the entire tape length. Warning and identification to read, “CAUTION, BURIED (utility type) LINE BELOW” or similar wording.

4.18.2. All utilities shall be sized to accommodate future expansion.

4.18.3. The contractor is responsible for the connection of all utilities and the proper coordination with the applicable utility authority; utility connections include but not limited to power, communications.

4.18.4. No utility marking resources are available on-site, therefore, at the Contractor’s expense, he/she shall arrange separately the services of a private utility locating company. At a minimum, utility marking scanning should be accomplished with GPR and/or other appropriate equipment, and the surfaces where existing underground utilities are found should be marked. Also, elevations and existing piping/utilities discovered during scanning should be verified.

4.19. Optimize Energy Performance

5. Ventilation and Thermal Comfort

5.1.1.1. Design to meet ASHRAE 189.1, Section 8.3.1 "Indoor Air Quality" 62.1 and Section 6.3.2 "Thermal Environmental Conditions for Human Occupancy". Design submittal documentation required Provide documentation showing project HVAC system meets minimum requirements of Sections 4 through 7 of ASHRAE 62.1. (Documentation as described in Section 6.2 is not required), and other provisions of ASHRAE 189.1.

5.1.1.2. Provide documentation showing that HVAC systems and the building envelope have been designed to meet the requirements of ASHRAE 55 (Documentation as described in

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Section 6.2 is not required).

5.1.1.3. The HVAC system shall be supplied by electric power.

6. Moisture Control

6.1.1.1. Follow the requirements for UFC 3-101-01.

6.2. Fire Protection and Life Safety

6.2.1. Applicable code requirements.

6.2.2. Fire Alarm and Mass Notification Systems (If applicable)

6.2.2.1. The RTC fire alarm and mass notification system is manufactured by Notifier®. Any new equipment shall be manufactured by or fully compatible with Notifier® to operate accurately and reliably with the existing system. Modifications to the existing system and new systems shall incorporate mass notification requirements and be compatible with the existing system network.

6.2.2.2. Fire Alarm and Mass Notification System Shop Drawings*:* The Contractor shall provide complete information on system additions and modifications per NFPA 72, including specifications, type of system, shop drawings, input/output matrix, battery calculations, point-to-point wiring diagrams for initiating devices and notification appliance circuits, and notification appliance circuit voltage drop calculations submitted for approval.

6.2.2.3. Fire Alarm As-Built shop drawings shall be provided including source files. There shall be no exclusion of documenting small diameter wires as applied specifically to fire alarm initiating circuits and fire alarm notification appliance circuits. Although these fire alarm wires have a smaller diameter, they are essential for maintaining the fire alarm system.

6.2.3. Fire Suppression Systems

6.2.3.1. The Contractor shall provide complete information on system additions and modifications in accordance with the appropriate NFPA Standard (e.g., NFPA 13, 15, 20, 2001) submitted for approval.

6.2.3.2. Fire Suppression as-built shop drawings shall be provided including source files.

6.3. Design Deliverables

6.3.1. All AutoCAD files and Requests For Information (RFI's).

6.3.2. The Contractor's design and specifications shall document correct size, capacity, location, and connections to meet project requirements.

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6.3.3. Unless specified otherwise, the Contractor shall provide materials and equipment that are products of manufacturers regularly engaged in the production of such products which are of equal material, design and workmanship. Products shall be in satisfactory commercial or industrial use for 2 years prior to bid opening. The 2-year period shall include applications for equipment and materials under similar circumstances and of similar size. Materials and equipment shall not be end-of-life products or in the final stages of a product's existence.

6.3.4. The Contractor's design deliverables shall comply with UFC 1-300-09N and requirements listed within the RFP.

6.3.5. Basis of Design (BOD): The Contractor shall develop a BOD for all design submissions and include all disciplines. The BOD narrative, broken out by discipline, shall include design and engineering calculations and assumptions in support of the design and shall describe the systems, components, conditions, and methods chosen to meet the project requirements and design intent.

6.3.6. Specifications: The Contractor shall provide project specifications that, in conjunction with the drawings, demonstrate compliance with materials, equipment, execution, field quality control requirements. The Contractor shall provide location and project-specific Division 01 specifications. The products specified shall include equipment, fixtures, devices, and systems to be utilized in the construction of this project. Per ER-1110-1-8155, specifications shall follow CSI MasterFormat® (latest edition).

6.3.7. Design Package Submissions: Please submit as follows:

6.3.8. 65% Design Package Submission: These documents shall include all applicable disciplines, any key information from the Contractor's existing conditions survey, site walks, and any other design data requested to illustrate design intent per UFC 1-300-09N. Additionally, it shall address all design aspects that must be incorporated into this project in sufficient detail to show that all systems are defined and developed. These systems should be compatible with and work effectively with the existing Site systems. All deliverables shall incorporate all project-related findings, such as testing, investigations and verifications necessary to complete the final design. The submission shall include:

6.3.8.1. Drawings, including title sheet and index, following the AIA Electronic Drawing Standards.

6.3.8.2. Basis of Design including all applicable design calculations.

6.3.8.3. Specifications: At a minimum, an outline of proposed specification sections applicable to this project and location shall follow the CSI Master Format.

6.3.8.4. Design and Construction Submittal Registers.

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6.3.8.5. Conceptual Sketch.

6.3.8.6. Drawings, including title sheet and index,

6.3.8.7. Updated Basis of Design including all design calculations.

6.3.8.8. The specifications shall include each applicable specification (including Division 1) updated to be project and location specific.

6.3.8.9. Updated Design and Construction Submittal Registers.

6.3.8.10. Finish (color) boards for all finishes and FFE. Finish boards shall contain actual material samples at least 12”x12” in size.

6.3.8.11. A DVD-RW containing the SKM analysis for all Short Circuit Analysis, Arc Flash Analysis and the Coordination Studies.

6.3.8.12. Commissioning Design Requirements shall be in accordance with the Commissioning section of this RFP.

6.3.9. Demolition and Decommissioning: The Contractor may request to start demolition as early as the acceptance of the 65% design package submission, provided the Contractor has submitted a 100% demolition plan and a decommissioning plan. The submittal must include a list of equipment or utilities being removed or relocated during demolition must be specified in the demolition plan narrative.

6.3.10. 100% Design Package Submission: The intent is to provide a complete set of design documents. These documents shall address all design aspects that must be incorporated into this project in sufficient detail to show that all systems are defined and developed. These systems shall be compatible with and work effectively with the existing Site systems. All deliverables shall incorporate any and all 65% design comments, project-related findings, such as testing, investigations and verifications necessary to complete the final design. The submission shall include:

6.3.10.1. All items listed in the 65% design submission.

6.3.10.2. Copies of the discipline-specific DOR quality control checklists (provided in Contractor’s DQC Plan).

6.3.10.3. 65% comment incorporation back check, using comment spreadsheet from 65% OBR.

6.3.10.4. Drawings, including title sheet and index, following the RTC Electronic Drawing Standards (attached).

6.3.10.5. Basis of Design including all applicable calculations.

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6.3.10.6. Specifications shall be project and location specific

6.3.10.7. Updated Design and Construction Submittal Registers, reflecting each specification's submittal requirements.

6.3.10.8. Updated finish (color) boards for all finishes and FFE, if necessary.

6.3.11. Issue for Construction (IFC) Requirements: All comments from 100% Design Package must be resolved in the IFC Submission. Any Contractor initiated changes to the drawings or specifications after the Government acknowledges receipt of the IFC Documents will require Government review and acceptance. Changes to these drawings and/or specifications shall include the condition or change, any revised calculations, and any impacts to the cost, schedule, or performance.

6.3.12. Drawing Revisions for Field Changes: On a monthly basis, the Contractor shall submit updated drawings, BOD, and specifications revised due to field changes and contract modifications. These revisions shall also reflect engineering changes by OGC components. Whole packages are not required, only drawing sheets and/or sections impacted. Field copies of drawings shall include all slip sheets with all updates.

6.4. Design Submissions Reviews

6.4.1. The Government shall have a total of 14 calendar days to review all design package submissions. The Contractor shall schedule an over the shoulder review to deliver the design package. The Contractor shall review the design with the Government, capture comments, and address all comments. Additional comments may be submitted by the end of the review period. During the review meeting the Contractor shall address outstanding comments, from previous design reviews.

6.4.2. The Government will review and comment on each design submission using a government-provided design comment tracking spreadsheet. The Contractor shall respond to these comments by providing their responses on the same spreadsheet within seven business days after the Government submits comments.

6.4.3. For Government acceptance of a design package, all review comments from prior submission(s) must be resolved, or an explanation of deferment must be included for any unresolved Government comments.

6.5. Over the Shoulder Review Meetings

6.5.1. An over the shoulder review meeting shall occur with all design submissions, except for the Issue for Construction submission. The over the shoulder meeting agenda shall include review of Government-provided comments and the Contractor's responses to those

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comments. The Contractor shall lead each meeting. Participants at the over the shoulder meeting shall include but are not limited to the Contractor project manager, superintendent, Quality Control Manager, the Designer of Record, Design lead for each discipline, Government representatives and other key design personnel. The Contractor shall bring two (2) original ANSI "E" and two (2) ANSI "B" hard copy drawings, and one soft copy of each deliverable for review purposes. These meetings may be virtual at the discretion of the USSS.

6.5.2. OBR Meeting Minutes: The Contractor shall incorporate and address any additional comments into the design comment spreadsheet. The Contractor shall submit meeting minutes, to include responses to all Government comments as well as documentation of all other items discussed during the meeting, the sign-in sheet, and scanned redlines of any marked-up drawings within 3 calendar days of the OBR meeting. The Government will review and provide feedback on these minutes to the Contractor within 3 calendar days.

6.5.3. Regardless of who calls the meeting, the Contractor shall provide meeting minutes to the COR within 48 hours after all Teams, telephonic, and/or in-person meetings/discussions held with Government representative.

6.6. Design Deliverables Table: The Table summarizes the initial design deliverables. This does not relieve the Contractor of submitting all other identified deliverables required in this SOW. Electronic copies will be accepted via email or DVD. Electronic copies must include both source file and PDF versions. Email files are limited to 5MB. The Contractor shall follow submittal procedures outlined in their approved Quality Control Plan. in this case, the 65% design is referenced below to provide the minimum requirements for the applicable project design submissions (35%, 65% and IFC).

Table 1 – Design Deliverables

Deliverable	Due Date	Quantity	Government Review Period
Existing Conditions Survey Reports	14 calendar days from award and prior to first design submission	2 electronic copies 1 hard copy	14 calendar days
Design Quality Control (DQC) Plan	Acceptance prior to the first design submission	1 electronic copy 1 hard copy	14 calendar days
Design Package Submissions	Per contractor schedule	Hard copy Drawings: (1) ANSI "D", (2) ANSI "B"; 2 electronic copies	14 calendar days

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Drawing Revisions for Field Changes	monthly	2 electronic copies 2 hard copies	FIO
As-Built Package	Within 30 calendar days after construction completion	(2) ANSI "D", (1) ANSI "B"; 2 electronic copies	14 calendar days

6.7. Design Changes During Construction: If changes to the design are required, the Contractor shall immediately submit a Request for Information (RFI) to the COR describing the issue and providing possible solutions. The solution shall be verified and coordinated with the designer of record and shall include a sketch and design narrative. If a new product is required, a specification for this product shall be included as part of the RFI. The Government review period for RFI's is fourteen (14) calendar days.

6.8. Design Support During Construction: On a monthly basis, or more often, as necessary, to review construction prior to close-ins or to resolve field issues, the Contractor's core A/E Team shall verify field construction and perform design administration to ensure that the design is correctly implemented. The Contractor team shall submit a report detailing what was inspected and conformance with the design. If differences occur from the original design, the Contractor shall immediately submit a Request for Information (RFI) to the COR, describing the issue and providing possible solutions. The solution shall be verified and coordinated with the designer(s) and engineer(s), shall include a sketch, a design narrative, and will require approval from the COR. If a new product is required, a specification for this product shall be included as part of the RFI.

6.9. The Contractor may submit a phased design which shall be reflected in the initial schedule and in the Basis of Design (BOD) to support a phased construction. Should subsequent design submissions require changes to the design and/or construction in progress, it will be at the risk of the Contractor.

7. **Code Requirements:** The Contractor shall ensure that all systems within the construction space meet current (as of the proposal submission date) industry standards, regulations, and codes.

7.1. Discrepancies: If there are discrepancies in any of the code requirements, the most stringent code shall prevail. In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word "shall" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction" or works of similar meaning to mean the Contracting Officer.

7.2. Codes: The Contractor shall comply with all requirements of the latest addition of the International Code Council (ICC) codes, American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) guidelines, National Electric Code (NEC), NFPA, and any other applicable codes. Completed facilities and systems must meet Occupational Safety &

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Health Administration (OSHA) General Industry Standards. Construction in progress must meet OSHA construction standards. The Contractor shall follow the scoping provisions of the Uniform Federal Accessibility Standards (UFAS) and the design guidance in the Accessibility Guidelines of the Americans with Disabilities Act (ADAAG).

7.3. Code Interpretation: The Government has final authority concerning all code and JJRTC regulation interpretation issues and shall make the final determination concerning any compliance, deviation, waiver or risk acceptance with applicable codes. The Government is the Authority Having Jurisdiction (AHJ).

7.4. Environmental Regulatory Codes: The following codes shall be incorporated: National Environmental Policy Act (NEPA): [42 USC 4321 et seq.]; Federal regulations.

7.5. IT systems shall be designed in accordance with CIO requirements listed herein.

8. Sustainability Requirements

8.1. Energy Efficiency: The Contractor shall meet or exceed the goals and objectives stated in Executive Orders EO 14057 Catalyzing Clean Energy Industries and Jobs Through Federal Sustainability, EO 13327-Federal Real Property Asset Management, EO 13514-Federal Leadership in Environmental, Energy, and Economic Performance, EO 13508- Strategy for Protecting and Restoring the Chesapeake Bay Watershed, EO 13221-Energy Efficient Standby Power Devices as applicable to the task order.

8.2. Environmental Initiatives: The Contractor shall meet or exceed the goals and objectives stated in Executive Order EO 13423, Strengthening Federal Environmental, Energy, and Transportation Management.

9. Demolition and Construction Requirements

9.1. Start of Demolition or Construction: The Contractor shall coordinate with Government at least 2 weeks prior to the start of any demolition or construction activities. All applicable plans, permits, prerequisite submittals, and safety considerations shall be submitted and accepted prior to any demolition or construction.

9.2. Impacts to Other Areas: Existing utilities shall remain in service throughout construction. The Contractor shall notify the COR in writing when work will affect areas outside the limits of work under this Contract at least two weeks in advance of such work. The Contractor shall provide temporary utilities such as steam, chilled water, electricity, spot coolers, fire protection fire detection, etc.) to minimize or eliminate impacts to any areas outside of the construction zone that are adversely impacted due to construction activities. The Contractor shall restore affected areas, at no cost to the Government, if demolition is performed more than that which is required.

9.3. Contractor Access to Work Areas: Access to spaces affected by the project shall be coordinated through the COR. The Contractor shall notify the COR in writing at least 72 hours

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in advance when special work area access is required.

9.4. Work Hours: All work shall be completed during core hours, apart from utility outages. Core hours are between 0700 and 1600 Monday - Friday. Off hours are from 1600 to 0700, Monday-Friday, and all-day Saturday, Sunday, and Federal Holidays. The Contractor shall submit any request to the Government in writing, 7 calendar days prior to commencing work, for any off-hour work or to request start times earlier than 0700. The Government reserves the right, at no cost to the Government, to adjust Contractor start times within the core hours as needed to reduce safety and security concerns at the entrance gates.

9.5. Outage Requests: To obtain space use permits or required outages, the Contractor shall provide a detailed work plan of all mobilization, demolition and construction activities.

9.5.1. The Contractor shall submit a space use permit to the COR at least 72 hours in advance of entering spaces.

9.5.2. Outage Requests, with an outage work plan, shall be submitted to the Government 14 calendar days in advance of the outage activity. The Contractor shall be responsible for understanding outage impacts for outages that will require longer coordination timeframes.

9.5.3. Outage Work Plan: All outages must be accompanied by a complete and detailed work plan (Method of Procedure) with a timeline of outage events and outage specific drawings at the time the outages are requested. It shall be assumed that all outages will occur on weekends or off –hours unless otherwise requested and authorized by the Government.

9.5.4. Temporary Work: All items used for the temporary work shall be removed immediately at the conclusion of the work, in accordance with acceptance and direction by the Government.

9.5.5. Reporting Damage to Government Property: The Contractor must contact the COR immediately in the event the Contractor's construction activity causes utility outage or utility damage to utility system, equipment, or component of a system. If the incident occurs during off-hours, the Contractor shall notify the COR as soon as normal hours resume.

9.5.6. In the event of an unscheduled outage or Contractor caused system, equipment or component failure during the construction project, the Contractor shall furnish all necessary labor, material, supplemental equipment and all necessary system equipment to repair, support, or mitigate the affected system immediately upon notification. The Site's mission shall be always supported with no exceptions and at no cost to the Government.

9.5.7. The Government reserves the right to deny, delay, reschedule or postpone requests or establish schedules based on the best interest of the Government to include, but not limited to; resource availability, concurrent requirements, occupant/activity impacts and any other factor requiring consideration for specific requests.

9.5.8. Time that may be lost because of submitting an outage late, or not having provided proper documentation, information, or research, shall be the sole responsibility of the

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Contractor. The Contractor shall provide all resources required to ensure the outage/assistance process does not impact the schedule, including attendance of weekly outage coordination meetings with the Building or Facility Representative.

9.6. Perimeter Barrier and Secured Entry: The Contractor shall provide and maintain a secure physical barrier around the perimeter of the worksite for the duration of the construction project. The Contractor shall provide four (4) keys to the construction door locks for emergency response. During all activities, the Contractor shall protect finished work along access routes into and out of the construction zone from damage. The Contractor shall keep access routes clean daily and repair any damage immediately. The Contractor shall be responsible to keep all project spaces secure from unauthorized entry or removal of furnishings, materials, etc.

9.7. Signage: The Contractor shall provide and maintain appropriate signage at all times. All proper signage shall be in place prior to the start of any work, and shall be maintained at all times. Signage shall include but is not limited to: Egress, Construction Zones, Danger Areas, Closed Areas, Traffic Control, etc.

9.8. Staging/Laydown and Long Lead Items: The Contractor may be provided with a laydown area based on availability within the site. All materials, equipment, vehicles, dumpster, or debris collection containers must remain within the boundary of the laydown area. It is critical that the Contractor use of laydown areas remain within the boundary to allow for unencumbered access by fire truck and other emergency vehicles. The Contractor shall provide sign at each assigned laydown area indicating:

COR NAME: ---------- PHONE NUMBER: ----------
CONTRACTOR NAME: ----------
PROJECT NAME: ----------
START DATE: ---------- FINISH DATE: ----------
CONTRACTOR POC: ---------- PHONE NUMBER: ---------

9.9. Work shall include the use of just-in-time delivery construction practices to the fullest extent. When long lead items must be ordered with contingency time the Contractor shall provide storage facilities off-site until the item is required. Staging and storage areas for this contract shall be limited to the workspace and designated staging and laydown areas must be approved by the Government prior to demolition/construction start. It is the Contractor's responsibility to properly maintain the laydown area(s) assigned to them. Contractors will be given only two warnings of misuse of assigned laydown areas. The third notification of misuse will result in the Contractor's laydown area privileges being revoked by the USSS.

9.10. Contractor Field Office: The Contractor may set up a field office within the project boundary. The Contractor is responsible for furnishing and providing utilities

9.11. Construction Air Quality/Dust Mitigation Plan: The Contractor shall develop a plan and procedure for controlling dust, emissions and moisture during construction and revise as needed based on installations identified in the integrated project schedule. At a minimum, plan shall include requirements set forth in EM 385-1-1 06.L – Indoor Air Quality Management

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and 06.N.07 – Hazardous or Toxic Agents and Environments. The Contractor shall address applicable protection of utility systems, to include electrical and Heating, Ventilation and Air-Conditioning (HVAC) systems, including temporary exhaust, sealing ducts during construction, temporary filters, and filter replacements. During storage of materials, the Contractor shall protect such materials from dust, dirt, and moisture damage by storing them off the floor on pallets or in the original product packaging.

9.11.1. Air Quality: The Contractor shall assist with construction air quality management; regularly perform visual inspections of materials before and immediately after installation for signs of excessive moisture or mold growth. The Contractor shall discard all material with signs of mold growth and discard materials with persistent, musty odors or that have been wet for more than 24 hours. The Contractor shall use no-Volatile Organic Compounds (VOC) materials when available; where not available, use low-VOC materials. If any sealant and adhesive products are used, they shall not contain formaldehyde or heavy metals (heavy metals are any of several hazardous metallic elements with high atomic weights, including mercury, chromium, cadmium, arsenic, and lead).

9.11.2. Dust Mitigation: Dust control barriers shall be in place prior to beginning demolition/construction work. Dust shall not cause any adverse effects to building occupants or industrial areas. This plan shall identify work activities that have the potential to produce dust levels greater than 15mg/m3 limits.

9.12. Noise Restrictions: Noise shall not exceed 80dB in the interior of any occupied space. Any work producing noises more than this amount shall be limited to off hours, weekends or Federal Holidays. Weekend/holiday work shall be coordinated with and approved by the COR. Additionally, the COR may direct the Contractor to reschedule work that is producing noise levels that are found to interrupt tenant functions.

9.13. Fire Protection and Detection during Demolition and Construction: A plan must be approved by the COR before removal or impairment to an existing fire suppression, fire detection or other life safety system. A fire watch is required during construction hours if the sprinkler system and/or drop ceiling is impaired or out of service. A constant and documented fore watch is required when smoke detection systems are out of service or demolished. Alternatively, the construction area shall be separated from the rest of the building by two-hour fire-resistant rated construction.

9.14. Building Protection: The Contractor shall protect building drains, equipment, always finishes and materials during construction.

9.15. Loose Wires and Cable: All loose wire, cable assemblies, etc. not in conduit must be sleeved prior to wall construction. The sleeve must be fire stopped and di-electric breaks must be installed, if necessary.

9.16. Exterior-Mounted Utilities: Utilities mounted on the exterior of the building envelope (corrugated siding) shall be mounted at a clear distance of 4” off the envelope.

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9.17. Panelboards: All panelboards, whether new or existing, shall have new labels added inside the doors identifying all circuit breakers and what the circuit breakers feed whether they exist or new circuits. Add labels on all device covers per the Site Electrical Labeling Standards (attached).

9.18. On-Site Drawings and Permits: A signed and stamped set of the most current accepted drawings and all approved permits shall always be available on the project site. This drawing set shall be maintained as the red line drawings onsite during construction. Failure to do so may result in withholding monthly progress payments or retainage. The DOR and QCM shall initially all redline sets prior to each monthly requisition for payment.

9.19. Egress Routes: The Contractor shall provide a detailed plan for construction phasing and safe egress routes if contract is in a public location which impedes traffic flow or pedestrian travel. For areas of work where traffic flow or pedestrian safety is altered or endangered, the Contractor shall submit a temporary traffic control plan to include signage for Government review and acceptance prior to mobilization.

9.20. Housekeeping: During construction, the Contractor shall maintain a clean, safe workspace per EM 385-1-1 02.B – Housekeeping and 06.N.07 – Housekeeping. The Contractor shall be responsible to return all lay down, storage and work areas to their original condition. Confirmation of this requirement shall be necessary prior to release of final payment. The Contractor, shall, at the completion of the project, clean the entire space (existing and new). Including but not limited to floors, walls, ceilings, utilities and all other surfaces.

9.21. Debris Removal

9.21.1. All recyclable materials shall be diverted from the solid waste stream and recycled appropriately. The Contractor must divert at least 60% of all construction debris to recycled or reused commodities.

9.21.2. The Contractor shall provide monthly quantitative solid waste data including percent diversion and a list of recycled or reused commodities (reference Solid Waste Management Inventory, attached) to the COR. All reported quantities should be listed in pounds.

9.21.3. The Contractor shall provide removal and haul-off of debris as required to an approved and certified location.

9.22. Demolition Requirements: All abandoned systems, in existing conditions or as created by this project, to include mechanical, electrical, plumbing (MEP), fire protection, and fire detection components shall be capped at the following points:

9.22.1. Electrical and communication/data wiring and pathways shall be removed back to the panel in the originating Electrical Closet or telecommunication closet.

9.22.2. Ductwork, mechanical, fire protection, fire detection, and plumbing lines

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identified on the contractual as-builts shall be removed back to the originating riser or tap.

9.23. IT Demolition: During demolition of IT infrastructure, no lines shall be cut without prior coordination with the JJRTC CIO office to ensure that all lines are inactive. The Contractor is responsible for the demolition of all IT infrastructure including, but not limited to fiber, copper, conduit, pathways, etc. from origin to source.

9.24. Existing Systems: Any existing systems that run through the project limits shall be relocated at the expense of the Contractor as directed by their design or protected in place.

9.25. Protection of Government Property within Limits of Work: Any signage displaced due to construction work shall be removed, stored and reinstalled or replaced with new.

9.26. Wall Finishes: All walls that are affected by the Contractor's work shall be repaired, patched and finished to meet a level 4 finish in accordance with Gypsum Association GA 214-10 and ASTM C840 and repainted (one prime and two finish coats).

9.27. Labeling Standards: All systems shall be labeled in accordance with building codes.

9.28. Welding: All structural welding shall conform and be qualified to American Welding Society D1.1-2010 Structural Welding Code-Steel. All Pressure Vessel welding shall conform and be qualified to American Society of Mechanical Engineers as per QW-301, Section IX, ASME Boiler and Pressure Vessel Code. The Contractor shall provide the names and certification documents for each welder – (aka. all welders associated with all onsite work, offsite work, all prefab work, all Contractor shop work, all subcontractor shop work and all other shops that may be associated with the work of this project). The Contractor shall include 10% testing of all welds – including all welds (aka. Welds occurring with all onsite work, offsite work, all prefab work, all Contractor shop work, all subcontractor shop work and any and all other shops that may be associated with the work of this project).

9.29. Quality Control: The Contractor is responsible for quality control and shall establish and maintain an effective Construction Quality Control (CQC) Plan employing the US Army Corps of Engineers (USACE) three phases of quality control, as referenced under the Quality Control Attachment (attached). The Construction Quality Control (CQC) Plan shall consist of plans, procedures, forms and organization necessary to produce a product which complies with the contract requirements. At least two (2) CQC plans are due:

9.29.1. Initial/Interim CQC Plan due no later than 14 days after award (which shall include document control procedures for Pre-Construction, design and construction submissions)

9.29.2. Final CQC Plan which shall be project-specific, meeting all requirements in the Quality Control Attachment (attached). The Final CQC Plan shall be accepted prior to the start of demolition or construction. The Final CQC Plan shall be considered a living document and updated in accordance with the Quality Control Attachment (attached)

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9.30. Project Equipment Maintenance: The Contractor shall be responsible for all project elements, including maintenance and upkeep, from the time they are constructed until the project is accepted by the Government.

9.31. Construction Phase Deliverables: The following table summarizes the construction deliverables. This does not relieve the Contractor of submitting all other deliverables required. Electronic copies will be accepted via email (for files under 5MB), CD-ROM, or DVD. Electronic copies must include both a source file and a PDF version.

9.32.
Table 2 – Construction Phase Deliverables

Deliverables	Due Date	Quantity	Government Review Period
Accident Prevention Plan (APP)	14 days from award	1 electronic copy	14 calendar days
Activity Hazard Analysis (AHA)	Prior to construction Activity	1 electronic copy	72 hours
Initial Construction Submittal Register	Concurrent with first design package submission	1 electronic copy	14 calendar days
Initial Construction Quality Control (CQC) Plan	14 days from award	1 electronic copy	14 calendar days
Storm Water Management Plan	Gov acceptance is required prior to start of demolition or construction	1 electronic copy	14 calendar days
Mobilization Plans	Prior to start of each construction phase	1 electronic copy	14 calendar days
Construction Air Quality/Dust Mitigation Plan	Gov acceptance is required prior to start of demolition or construction	1 electronic copy	14 calendar days
Final CQC Plan	Gov acceptance is required prior to start of demolition or construction	1 electronic copy	14 calendar days
Cut Sheets/ Shop Drawing	Prior to start of demolition or construction	Hard copy Drawings: (1) ANSI "D", (1) ANSI "B"; 1 electronic copy	14 calendar days
Construction and Material Submittals	Prior to start of demolition or construction	1 electronic copy	14 calendar days

10. **Permits**: The Contractor shall, without additional expense to the Government, be responsible for obtaining and maintaining any necessary licenses and permits, and for complying with any Federal, State, and Municipal laws, codes, and regulations applicable to the

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performance of the work. The Contractor shall also be responsible for all damages to persons or property that occurs because of the Contractor's fault or negligence. The Contractor shall also be responsible for all materials delivered and work performed until completion and acceptance of the entire work, except for any completed unit of work which may have been accepted under the contract.

10.1. Permits and Related Activities: All JJRTC internal permit requests shall be submitted through the Safety, Health and Environmental Programs Division and COR. Examples of permits issued by the Campus include:

Hot Work
Utility Outage
Energized Electrical Work Permit
Burn Permit

10.2. The following activities require a 2-week advanced notice and an accepted AHA prior to beginning:

Hazardous Material Abatement and Lead Exposure
Confined Space Entry
Space Use (material and equipment lay down and storage)
Facility and Above Ground Storage Tanks
Excavation
Crane Erection
Blasting Activity

10.3. Regulatory Requirements The following regulatory requirements shall be incorporated into all work associated with this project: Site Asbestos Management Plan; Stormwater Management Plan; Spill Prevention and Countermeasures Control Plan; Energy Policy Act of 2005; Energy Act of 2020; Executive Order 14057; National Environmental Policy Act (NEPA), Guiding Principles for Sustainable Federal Buildings 2020.

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10.4. Compliance with Environmental, Safety and Health Programs: Contractor must comply with all applicable federal, state and local environmental, safety and health regulations, including but not limited to:

- OSHA
- Energy Policy Act of 2005
  - Energy consumption levels 30% below levels established in the most current version of ASHRAE or The International Energy Conservation Code, if life-cycle cost effective
  - Metering requirements for electrical and natural gas
  - Incorporation of energy efficient criteria for materials and services
  - Inclusion of renewable energy sources, where possible, to aid in goal of achieving 7.5% of total consumption overall per fiscal year
- Energy Act of 2020
  - Energy Conservation Measures implemented for covered facilities (to be specifically listed for potential implementation based on the building being worked on)

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    - Metering requirements for electrical and natural gas (see Federal Metering Guidance)
- Energy Independence and Security Act of 2007
    - Minimize/Negate fossil fuel energy consumption
    - 30% water demand through solar hot water, if cost effective
    - Commissioning requirements
- Federal Management Regulation (41 CFR 102-74, 41 CFR 102-80)
    - Conservation Programs (102-74.100)
    - Energy Conservation
        - Energy (102-74.155, 102-74.165)
        - Ventilation and Thermal Comfort (102-74.185, 102-74.195)
        - Daylighting and Lighting Controls (102-74.180)
    - Safety and Environmental Management (41 CFR 102-80)
- Resource Conservation and Recovery Act (Section 6002)
    - Procurement guideline for products containing recovered materials
- Biobased Market Program (7 USC 8102)
    - Use of biobased products
- National Environmental Policy Act (NEPA)
    - Depending on size/scope of project, need to comply with required documentation and environmental assessments in coordination with USSS
- Endangered Species Act
- National Capital Planning Commission's Tree Preservation and Replacement Policy
- Maryland Forest Conservation Act
- Coastal Zone Management Act
- National Historic Preservation Act
- Clean Water Act
    - Sections 404 and 401
    - National Pollutant Discharge Elimination System (NPDES)
        - General Permit for Stormwater Associated with Construction Activity (if >1 acre of land disturbed – Maryland only)
        - MS4 Phase II General Permit for State and Federal Agencies (if > 0.1 acres of land area or 100 cubic yards or earth movement are involved – RTC only)
- Clean Air Act
    - COMAR 26.11
        - Permits to Construct (boilers, generators)
        - Minor Permit for RTC
    - 20 DCMR Sections 200.1 and 200.2, Title 20
        - Air Emissions Permit (POR)
    - 42 USC 7671k
        - Use of Ozone Depleting Substances

<u>Environmental Recordkeeping Requirements</u>

Must provide proof of compliance for the items above including, but not limited to:

- Certification statement for ASHRAE per Energy Policy Act of 2005
- Associated documents for NPDES compliance
- Itemized list of energy conservation measures implemented with costs associated and potential energy savings
- Commissioning document

Must provide construction and demolition waste data with regards to amount landfilled and amount recycled.

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11.

11.1. FAR Permits and Responsibilities Clause: This section is in addition to the requirements in FAR 52.236-7, "Permits and Responsibilities," and does not relieve the Contractor of any responsibilities under FAR 52.236-7. In the event of a conflict between this clause and FAR 52.236-7, this section shall prevail.

12. Commissioning (Cx)

12.1. Commissioning will be required under this Contract and in accordance with Guiding Principles for Sustainable Federal Buildings 2020. All commissioning requirements shall be in strict accordance with this contract, and all (de)commissioning attachments. The Contractor shall meet all manufacturer's recommended testing requirements and procedures. If the Contractor design entails interconnection to any security or fire alarm system, the Contractor shall be responsible for commissioning of the complete operational system. The Contractor shall re-commission any control or security systems taken out of service for installation. The Contractor will retain an independent third party commissioning specialist to develop and oversee any required functional performance tests. The Contractor shall be responsible for coordinating testing with the Government Commissioning Specialist, USSS representatives.

12.2. Contractor and OGC's: The Contractor and OGC's as required shall supply the personnel and technical resources required to execute project commissioning activities with the advisory oversight of the Government's Commissioning Specialist.

12.3. Commissioning Team (CxT): The Commissioning Team (CxT) serves as the Government's agent for inspecting systems (i.e. mechanical, plumbing, power, electrical/SCADA, fire, security, IT, and energy management and control systems). The Contractor is integrator and Commissioning Authority (CxA) shall develop and execute the final project-specific Commissioning Plan concurrent with design and construction.

12.4. Design Phase Coordination: The Contractor shall be responsible for the following Commissioning Activities during the Design Phase.

12.4.1. Incorporating commissioning requirements into the construction specifications.

12.4.2. Incorporating commissioning activities into the master schedule and integrate Cx activities (including design, construction, and OGC Cx activities) into the Integrated Project Schedule.

12.4.3. Preparing, authoring, and submitting initial insert for the existing Systems Operation and Maintenance Manuals (SOMM). This shall pertain to any changes of the existing systems, and systems, which in some cases may serve other areas outside the construction boundary.

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12.4.4. Preparing and submitting the detailed master equipment list in the MAXIMO format (see Excel spreadsheet, attached).

12.5. Construction Phase Coordination: The Contractor is responsible for the following Commissioning Activities during the Construction Phase.

12.5.1. Attending the Commissioning kick-off and subsequent commissioning meetings called by the Commissioning Authority (CxA) or the Government Commissioning Specialist. At a minimum, the meetings shall be held on a monthly basis. As construction progresses, the meetings shall be held on a bi-weekly or weekly basis as deemed necessary by the Government.

12.5.2. Preparing and submitting required forms and systems information for review and comment such as shop drawings, product data, wiring diagrams, etc.,

12.5.3. Developing and submitting detailed, equipment-specific testing procedures for building systems and equipment for Government for review.

12.5.4. Scheduling and coordinating commissioning efforts.

12.5.5. Submitting training plans and materials and provide a response to all comments by the CxA for Pre- functional Checklists, and Functional Performance Tests (FPT).

12.5.6. Preparing and submitting final SOMM, including instruction postings, diagrams, and hyperlinks. Maintain an onsite record set of shop drawings, product data, warranty's, test reports, balance reports, start-up certifications, and red lined drawings at all times for the Government to reference in the event of any field discrepancies.

12.5.7. Setting up and perform system performance trend analysis.

12.5.8. Completing 100% of the pre-functional checklists and submit all successful results along with other installation certification testing, start-up reports, certification inspection reports etc.

12.5.9. Completing controls point to point checkout and submit.

12.5.10. Completing the Testing Adjusting and Balancing (TAB).

12.5.11. Submitting successful TAB and PFC lists to the Government in order to coordination FPT testing with the 3rd party Commissioning Agent. A 5-day review period is required.

12.6. Government Acceptance of Commissioning: Acceptance will occur when:

12.6.1. The Contractor has successfully performed all Functional Performance Tests

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(FPTs) witnessed by the 3rd party CS using calibrated test instruments provided by the Contractors.

12.6.2. The Contractor has resolved outstanding commissioning related issues/deficiencies.

12.6.3. The Contractor has coordinated and schedule retesting.

12.6.4. The Contractor has finalized record documentation.

12.6.5. Contractor Provided Training: The Contractor shall prepare and conduct a system level equipment training program for the Government and Other Government Contractors. All training shall be coordinated with the COR representatives.

12.7. Telecommunications Cabling Systems Test Plan: Provide a complete and detailed test plan for the telecommunications cabling system including a complete list of test equipment for the UTP and optical fiber components and accessories 30 days prior to the proposed test date. Include procedures for certification, validation, and testing. All IT testing and test plans shall be in accordance with industry standards and the 114th Signal Battalion Installation Standards (attached).

13. Project Schedule and Invoice

Failure of the Contractor to comply with any of the requirements listed herein shall be grounds for the Government to determine whether the Contractor is executing the work with sufficient diligence to ensure completion within the time specified in the contract. In accordance with the FAR upon such determination, the Government may implement retainage of a portion of the progress payments and may ultimately terminate the Contractor's right to proceed with the work, or any separable part of it, in accordance with the default terms of this contract.

13.1. Initial Schedule: The Contractor shall submit a preliminary schedule using the critical path method (CPM) showing the planned activities for the first 30 calendar days. The CPM will be cost-loaded. Once accepted, the cost loading will be the approved schedule of values for invoicing during the first 90 calendar days of the project. No other payments will be made until there is an accepted Cost Loaded Baseline Schedule.

13.2. Schedule of Values (SOV)/ Integrated Project Schedule (IPS)/ Cost Loaded Baseline Schedule (CLBS): Prior to submitting the first invoice, the Contractor shall submit an SOV and an IPS for review and approval by the Government. The approved SOV shall be incorporated into the IPS to form the CLBS. The CLBS shall be the basis for determining contract earnings during each progress update period and therefore the amount of each progress payment.

13.2.1. Schedule of Values (SOV): The Contractor shall submit a list of the costs associated with each major activity or sub-process required in the performance of the contractual requirements. In addition to being summarized to show costs by contractual milestones, the SOV shall also be grouped and subtotaled to show that the contract award

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Contract Line Item Numbers (CLINs) are balanced.

13.2.2. Summary level costs may be acceptable for aspects of contractual work not yet fully designed; however, Government approval must be requested and received prior to submission of a SOV with only summary level detail. In such instances, a revised SOV must be submitted when the level of detail is determined for approval in accordance with the Revised Schedule of Values section of this RFP. Under no circumstances shall invoicing be allowed for work only indicated by summary level SOV costs.

13.3. Integrated Project Schedule (IPS): The Contractor shall submit a complete project schedule which shows the sequence in which the Contractor proposes to perform all contractual aspects of the work and includes the dates on which the Contractor projects starting and completing all activities.

13.3.1. The schedule interval shall extend from the award date, through the Period of Performance, and shall conclude on the required Contract Completion Date (CCD).

13.3.2. At no time shall the IPS indicate a completion date beyond the CCD without a request for contract extension with justification.

13.3.3. The Contractor shall assign activity IDs to be consistent with the project specifications. Multiple tasks for the same specification section shall be designated with the same first six digits and a separate two digits to distinguish between multiple activities (i.e. 030130-01).

13.3.4. The schedule shall include activity codes that will allow the schedule to be filtered or sorted by phases of work, area of work, specification division, external dependencies, and permitting.

Table 3 – Schedule Deliverables

Deliverables	Due Date	Quantity	Government Review Period
Initial Schedule	Within 30 calendar days after award	1 electronic copy	14 calendar days
Baseline Schedule	Within 90 calendar days after award	1 electronic copy	14 calendar days
Pencil Copy	Last day of the month	email	7 calendar days
Monthly Progress Schedule Packages	Within 7 calendar Days after last day of the month	1 electronic copy	7 calendar days

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13.4. Critical Path Method (CPM): The IPS shall be developed using (CPM) logic to integrate all contractual aspects of the work together with any external Government agency dependencies, requirements or limitations. The IPS shall not include any activity level constraints which would create an artificial (rather than calculated) critical path. The IPS shall be of sufficient detail to:

Track progress at the activity level
Allow for the early detection of problem areas
Establish all the major project milestones
Incorporate production controls
Enable the equitable time impact analysis of contract changes
Documentation of external dependencies to construction activities; such as permitting, quality control milestones, and commissioning
Phases of Work when necessary

13.5. Schedule Software: The Contractor shall provide all schedules using and submitted in Oracle-Primavera P6 Project Management software or Microsoft Project, unless otherwise approved by the Government.

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

13.7. Supplementary Schedules: The IPS shall account for all contractual milestones plus any relevant sub- processes specific to the project. Possible sub-processes shall include, but are not limited to: design document submittals, phased construction, permitting, long-lead procurement, Government review periods, commissioning, inspections, transitions, and Other Government Contractor (OGC) dependencies.

13.8. Design Schedule: The design schedule shall show the sequence of activities and/or events involved in carrying out the project's design plus any relationships to construction activities expected to begin prior to issuance of final design documents. The schedule shall provide sufficient detail to identify all major design activities, including those that control the flow of work, as well as the Government review and Contractor correction periods.

13.9. Milestone Schedule: The milestone schedule shall, in coordination with the Government, identify and include all the key milestones to be tracked within the IPS throughout the life of the project. The resulting milestone supplementary schedule, indicating dates and float associated with each milestone, shall be submitted with the IPS. These Milestones shall include, as a minimum:

Design Completion; or Issue for Construction (IFC)
Procurements Completion
Start and Completion of Phases
Construction Completion

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Submission and Acceptance of As-Built drawings and all required transition documents
Contract Completion

13.10. Commissioning Schedule: As construction progresses, and prior to the first commissioning activity, the Contractor shall submit a commissioning schedule which shall show the full breakdown of all commissioning activities to include submission of required documentation, pre-functional performance testing and final system testing, as witnessed by third-party OGCs.

13.11. Summary level dates, indicative of only the start of a sub-process's first activity and the completion of the last activity, may be acceptable for aspects of contractual work not yet fully designed. However, Government approval must be requested and received prior to submission of an IPS with only summary level information.

13.12. The IPS shall be submitted with a schedule narrative as required by the Schedule Narrative section of this RFP.

13.13. Cost Loaded Baseline Schedule (CLBS): Once the SOV and IPS are accepted, the Contractor shall combine them into the approved CLBS for the project, which shall only be modified with the approval of the Government. The Contractor shall not make any changes to the CLBS, other than percent complete, actual start and finish dates, and logic changes required to correct activity work progressing out of sequence. All other changes must be requested and agreed to in writing by the Government prior to inclusion in the schedule. These additional agreed to changes shall also be documented and identified through the use of a schedule code which identifies the type of change and date the change was made.

13.13.1. The schedule shall conform to Project Management Institute (PMI) standards and recommended practices for schedules.

13.13.2. Start milestone shall be award.

13.13.3. Finish milestone shall be 30 days after award.

13.13.4. Lag: Negative lag will not be used. Lags will not be used in the CLBS. Empty time shall be an activity.

13.13.5. Constraints shall be kept to a minimum and only soft constraints shall be used: (start / finish) on or (after / before)

13.13.6. All calendars will be project calendars.

13.13.7. User-defined activity codes will be project activity codes.

13.13.8. Retained logic will be used. Schedule containing out of sequence activities will not be accepted.

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13.14. Revised Schedule of Values/Cost Loaded Baseline Schedule: A revised CLBS (re-baseline) shall be submitted for Government review and acceptance as a result of a non-administrative contract modification, to incorporate a recovery schedule, to provide summary level break-down detail, or anytime the Contractor foresees future obstacles/delays which will require a change to the work sequence or duration to complete the project on time.

13.14.1. Contract Modifications: When notified by the Government of a non-administrative contract modification, the Contractor shall submit a revised CLBS for Government review and acceptance. If the contract modification includes a time extension, the critical path logic and/or the activity durations shall be modified, such that the new contract completion date is accurately shown. The Contractor shall not invoice for any work associated with a contract modification, to include work covered by a no-cost time extension, without a Government approved revised CLBS.

13.14.2. Recovery Schedule: If at any time the Government believes that the Contractor is in jeopardy of not being able to complete the entire work in accordance with the contract requirements, the Government shall require the Contractor to take steps necessary to improve its progress at no additional cost to the Government. Upon request by the Government, the Contractor shall submit for Government acceptance, a recovery plan and schedule to demonstrate how the Contractor anticipates regaining adequate progress such that all work required by the contract will be completed within the contract period of performance. Once the Contractor's recovery schedule is approved by the Government, the Contractor shall incorporate that recovery schedule into a revised CLBS. The revised CLBS shall become the basis for all future progress payments.

13.14.3. Summary Level Break Down: In the event the Government has accepted the summary level SOV data for contractual work not yet fully designed, a full expansion of that summary level information shall be detailed, at the activity level, for review and approval prior to invoicing for any work contained within the summarized work. The resulting revised SOV shall not reassign costs outside of the previously approved summary costs nor shall the resulting revised IPS change any of the summary level durations or CPM logic previously approved. The resulting revised CLBS shall become the basis for all future progress payments.

13.15. Pencil Copy: The Contractor shall provide a pencil copy of their pay application (AIA Forms G702/G703) to the COR on the last day of each month. The pencil copy shall include:

13.15.1. Proposed changes to AIA Forms G702 and G703. The changes shall be reflective of approved materials stored on site and work performed during the update period and shall include percentages of completion for each activity, actual start and actual finish. The pencil copy will be sorted by Activity ID and grouped as mutually agreed, to reflect the project phasing and area codes.

13.15.2. Within 72 hours of emailing the pencil copy the Contractor shall schedule a job walk with the Government or its representative to verify actual percentages completed during

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the update period. Upon agreement of actual percentages completed, the Contractor shall submit their updated pay application with their Monthly Progress Schedule Package. In the event the actual percentage completeness changes as a result of the site walk, the Contractor shall make all necessary adjustments to the progress schedule to maintain consistency with the pay application.

13.16. Monthly Pay Application Packages: The monthly progress schedule package shall contain an updated schedule, schedule narrative, and invoice (based on the accepted pencil copy).

13.16.1. The monthly progress schedule shall reflect all design and construction activities through the last day of the calendar month and shall include actual percentage complete, actual start date, and actual finish date for each activity. At each update period, the progress schedule shall be evaluated in comparison to the approved CLBS, to determine whether the Contractor is ahead, behind, or is on schedule. The progress schedule shall clearly differentiate the actual progress made in comparison to the progress planned to have been made according to the CLBS.

13.16.2. The progress schedule submission shall include the scheduling software source file and PDFs of the following reports:

13.16.2.1. Gantt Chart with Activity Breakdown of all activities sorted by early start, early finish, total float, and grouped as mutually agreed, to reflect the project phasing and area codes

13.16.2.2. Cost Report grouped and subtotaled by CLIN and sorted by Activity ID. This report shall show Activity ID, Activity Description, Percent Complete, Early Start, Early Finish, Budgeted Cost (per approved SOV), Actual Cost to Date (percent complete times Budgeted Cost), Previous Cost, cost this period, cost to complete, and Earned Value (calculated based on Physical Percent Complete Setting) in CPM software.

13.16.2.3. Activity Report sorted by total float and early finish.

13.16.2.4. Changes Report detailing changes made to the schedule during the update period.

13.16.3. The schedule narrative shall include, at a minimum, the following information:

13.16.3.1. Critical Path Analysis identifying the following paths and near critical activities:

13.16.3.1.1. Longest Path: Identify the current driving activity(ies), explain how and why the scheduled dates for this activity(ies) have changed since the previous update. Identify any items completed during the update period which directly affected the new driving activity(ies). Should this analysis show slippage to the project completion date, the slippage (delay) must be assigned to one of the following reasons (responsibilities); Contractor delay,

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Government caused delay, or Act of God. Failure to identify the cause will result in the schedule being returned unaccepted.

13.16.3.1.2. Contractor delays will require a Recovery Schedule.

13.16.3.1.3. Government delays will require an excerpt from the CLBS and a narrative describing initial versus remaining float.

13.16.3.1.4. Delays due to an Act of God require an excerpt and a request for non-compensable time extension.

14. Path(s) (whether or not the longest path) causing any contractual milestone to slip past its required completion date using the same procedure as for Critical Path Analysis.

15. Near Critical Activities: Identify activities in progress or scheduled to start in the upcoming month which have a float value no greater than 5 days more than the critical path(s). Provide a prognosis for completing these activities on time and identify any actions required by the Government or an OGC to keep them on schedule.

16. As schedule changes are accepted by the Government, the Contractor shall indicate the changes made in the narrative when submitting the Pay Application Package.

17. Problems/Areas of concern: This section should be used to identify issues not already covered by the Critical Path Analysis.

18. Progress report and look ahead: This section should be used to discuss progress made during the past update period (if any) and projected work to be accomplished in the coming period.

18.1.1. Invoice: Should be in the same format (AIA Forms G702/G703) as the pencil copy. Upon Government Acceptance of the monthly pay application package, the Contractor shall submit their invoice into IPP. Invoices submitted into IPP with unresolved issues from the pencil copy or with an unaccepted monthly schedule update package may be rejected by the Government.

18.2. Schedule Impacts/Delays

18.2.1. Government Caused Delays: The Contractor shall notify the Government within 48 hours of a Government delay. This notification must include a narrative of the delay type and a schedule analysis showing an impact to the Contractor's critical path from the approved CLBS. Approval of this delay claim will only be granted via written notification, in the form of a contract modification, from the Government.

18.2.2. Work Stoppages for Government Convenience: The Contractor shall build days

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of float into every project schedule to account for Government induced work stoppages. For construction durations of 30 days or less, the Contractor shall include 3 days of float; for construction durations of 30-90 days, the Contractor shall provide 5 days of float; for construction durations of 90 days the Contractor shall include 7 days of float. The Contractor shall notify the Government when only two days of float are remaining and provide appropriate supporting documentation.

18.2.3. Holiday Impacts: The Government will not accept any submissions for review, nor allow any design review meetings, from December 22 through January 02. If any part of a Government review falls between these dates, the Government review time shall be extended to reflect the holiday impact period.

18.2.4. Weather Delays: The following schedule of monthly anticipated adverse weather delays 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 IPS shall reflect the following anticipated adverse weather delays for weather dependent activities for any exterior projects. Interior projects should include weather delays from November – March to account for possible Site closures due to inclement weather.

MONTHLY ANTICIPATED ADVERSE WEATHER DELAY WORK DAYS BASED ON FIVE DAY WORKWEEK											
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
7	6	6	7	7	6	6	5	3	5	4	4

18.2.5. Work Stoppage for Weather: The Contractor shall plan for work stoppage due to weather delays which may occur during the project. In order for the Government to award a time extension, the following conditions shall be satisfied:

18.2.5.1. 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.

18.2.5.2. 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.

18.2.5.3. Actual adverse weather delay days must prevent work on critical activities for 50 percent or more of the Contractor's scheduled workday. 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 above, the Government will convert qualifying delays to calendar days, giving full consideration for equivalent fair weather work days, and issue a modification in accordance with the FAR.

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18.3. Coordination with OGC Schedules: The Contractor shall be responsible for making timely and proper requests for schedule data from any OGCs directly contracted to this project for baseline input, monthly update input, and changes. Coordination shall include setting up working meetings and discussions. The Contractor shall be responsible for input and maintenance of all OGC activities in the IPS. The Contractor shall immediately notify the Government of any instances where an OGC does not comply with a proper request for schedule updates. Failure by the Contractor to properly coordinate shall be considered a deficiency. When properly informed, the Government shall address any failure by an OGC to comply and the Contractor shall not be considered in non-compliance.

19. Project Transition: Listed below are contractual documents required for the project transition, including timeframe requirements. These submittals shall be shown on the Integrated Project Schedule.

19.1. Required Prior to Construction Completion: Failure to have the applicable documents/equipment submitted before construction completion will result in a Contractor delay of Transition and result in withholding project payments until the following submittals/equipment are submitted and accepted:

19.1.1. NFPA 72 Record of Completion: This document shall be provided by the Contractor/subcontractor to document the successful testing of the fire alarm system. Submit a copy to the COR. An NFPA 72 form may not be required if the project does not require a fire alarm system, the project does not alter the existing fire alarm system, or if the area transitioned is covered by only a portion of a new or altered fire alarm system. In the latter case, the Contractor shall verify that the fire alarm system in the spaces to be occupied by the tenant has been tested, are fully functional, and will remain so until the entire system is tested and the NFPA 72 is provided.

19.1.2. NFPA 13 Contractor's Material and Test Certificate for Aboveground Piping: The Contractor shall submit this document for Government Acceptance to document the successful installation and testing of the sprinkler system. Upon completion of work, inspection and tests shall be made by the Contractor and witnessed by the Government or their authorized agent. All defects shall be corrected and the system left in service prior to construction completion.

19.1.3. Warranty Information

19.1.3.1. A list of points of contact for warranty issues with contact information and specific areas of coverage shall be provided including the general Contractor and all of the main subs, mechanical, electrical, plumbing, architectural, etc. A one-year warranty is required for all work/equipment incorporated into the Project, as well as work or modifications made to existing conditions, systems, and equipment including security equipment. The general Contractor and main subcontractor(s) shall provide separate, signed letters confirming the Contract will provide the required warranty. Letters shall include warranty start and end dates and specific area of warranty coverage. Extended warranties shall include the specification section to which they apply. Extended warranties are in addition to and do not replace the

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Contractor's warranty under this provision and applicable regulations.

19.1.3.2. The Contractor shall maintain current record drawings and documentation to reflect any changes made as the result of warranty item resolution. In the event of a warranty item resulting in a design change, the Contractor shall record it in their As-Builts and submit the revised package.

19.2. Required Within One Week After Construction Completion: Failure to have the applicable documents submitted within one week after construction completion may result in withholding project payments until the following submittals are submitted and accepted (PDF and source files, as applicable):

19.2.1. Design Master Equipment List: A final copy of the design master equipment list.

19.2.2. Maintenance Logs: Copies of maintenance logs shall be provided for major equipment energized prior to transition and operated for longer than the required maintenance period. The maintenance logs shall demonstrate that the equipment is being turned over without unnecessary wear and tear due to lack of maintenance.

19.2.3. Training, SOMMs and Architectural O&Ms: All Training, SOMMs and O&Ms.

19.2.3.1. Training Record: The Contractor shall submit training records that have been provided or shall be provided in this enclosure, including copies of the training sign in sheets. All training shall be provided prior to transition. If this is not the case, then a status update shall be provided.

19.2.3.2. Systems Operations and Maintenance Manuals (SOMMs): SOMMs shall include information on all MEP and IT systems. If there are known issues or concerns with the SOMMs, they shall be listed on the submittal to the Government.

19.2.3.3. Architectural O&Ms: O&M Manuals shall be submitted separately from the SOMMs. They shall be submitted in one binder with separation tabs.

19.2.4. Completed Punchlist: A copy of the completed punchlist for both quality and commissioning items shall be provided.

19.3. Required By Contract Completion: Final payment will not be made until the following documents are received (PDF and source files, as applicable):

19.3.1. Attic Stock: A transmittal inventory of items and amounts for Government acceptance.

19.3.2. Submittal Register: Final submittal register shall be transmitted to the Government for acceptance.

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19.3.3. As-Built Package: The Contractor shall submit As-Built drawings, specifications, and a copy of the final redline drawings 30 calendar days after construction completion for Project Close Out. As-Built drawings must be in accordance with the USSS Electronic Drawing Standards (attached) and UFC 1- 300-09N. The As-Built Submission shall, as a minimum, include the following:

19.3.3.1. GIS Data

19.3.3.1.1. ESRI Shapefile (.shp), or ESRI Feature Class located within a File Geodatabase (.gdb) ArcGIS Version 10.2.

19.3.3.1.2. Attribute tables shall be fully populated with the corresponding data. All data shall be SDSFIE compliant.

19.3.3.1.3. The Maryland State Coordinate System as the common orientation and coordinate system for all projects". The information in the file(s) shall be displayed in US feet, and the designated coordinate system per each location.

19.3.3.1.4. Provide metadata files for all geospatial data produced under this contract

19.3.3.2. CAD Drawings:

19.3.3.2.1. AutoCAD. DWG format only.

19.3.3.2.2. Reflect compliance with all aspects of the USSS Electronic Drawing Standards (attached) and UFC 1-300-09N.

19.3.3.2.3. Geographical oriented drawings, those produced by Civil, Right-of-Way and Utilities disciplines shall be prepared using the designated coordinate system per each location.

19.3.3.3. Adobe Acrobat: Provide a full set of drawings in most current version of Adobe Acrobat (PDF).

19.3.3.4. Reflect revisions for all Construction Document deliverables throughout the duration of the project.

19.3.3.5. T5 drawings including documentation on cables and termination hardware in accordance with TIA/EIA-606-A. T5 drawings shall include schedules to show information for cut-overs and cable plant management, patch panel layouts and cover plate assignments, cross-connect information and connecting terminal layout as a minimum. Provide the following T5 drawing documentation as a minimum:

19.3.3.5.1. Cables: A record of installed cable shall be provided in accordance with TIA/EIA-606-A. The Cable records shall include only the required data fields in accordance

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with TIA/EIA- 606-A. Include manufacture date of cable with submittal

19.3.3.5.2. Termination Hardware: A record of installed patch panels, cross-connect points, distribution frames, terminating block arrangements and type, and outlets shall be provided in accordance with TIA/EIA-606-A. Documentation shall include the required data fields as a minimum in accordance with TIA/EIA-606-A.

19.3.3.5.3. Laminated Schematics: Provide plastic laminated schematic of the as-installed telecommunications cable system showing cabling, CD's BD's, FD's, and the EF and ER for telecommunications keyed to floor plans by room number. Mount the laminated schematic in the EF telecommunications space as directed by the Contracting Officer.

19.3.3.6. Contain stamp & signatures of DOR and QCM verifying acceptance.

19.3.4. IT/Telecom Data with the following information: the Contractor shall submit IT deliverable package which includes, but not limited to: TAR 56-R-E form, Installation Plans, Statement of Work, Drawing packages (floor plans, rack elevations, system diagrams, etc.), Cable run lists, Acceptance Test Plans & test results, Inventories on DD-250s, Logistical Support Plan (warranties, maintenance support, life cycle dates, training, etc.), and any vendor manuals or technical procedures.

19.3.5. If any waivers have been requested or are anticipated to be requested, a listing with description and status shall be provided as part of this enclosure.

19.4. Property Record: The Contractor shall promptly furnish unit prices and descriptive data required by the Government for Property Record purposes of fixtures and equipment furnished and/or installed by the Contractor or subcontractor.

20. Project Kickoff Meeting

After award of the contract, the Contractor shall meet with the Contracting Officer and/or designated technical personnel at a mutually agreeable time to discuss and develop mutual understandings concerning project administration.

21. Progress Meetings

21.1. Weekly Progress Meetings: The Contractor shall meet weekly with the Government for the purpose of jointly reviewing the actual progress on the project and discussing any ongoing or upcoming impacts to critical path activities. The Government shall lead the progress meeting. The meeting shall address the status of Design, Outages, Contractual Issues, Safety, RFI's, RFP's, Quality Control, Submittals, and Project Schedule. Required attendees from the Contractor include the Project Manager and the Designer or Engineer of Record. Once the construction phase of the project begins, the Site Superintendent, Site Safety and Health Officer and the QC Manager shall be required to attend these meetings.

21.2. Meeting Agenda: The Contractor shall submit the following to the Government 24

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hours in advance of the progress meeting:

21.2.1. The agenda (Progress Meeting Agenda Template is attached), with notes from the previous week's meeting

21.2.2. A schedule reflecting a 4-week look ahead, a 1-week look back and the critical path in P6 format.

21.2.3. Updated QC Deficiency List and list of upcoming 3 Phases of Construction

21.2.4. Updated Design and Construction Submittal Register

21.2.5. Updated RFI log, including closed RFIs

21.2.6. Updated RFP log

21.3. Weekly Progress Meeting Minutes: The Contractor shall be responsible for maintaining minutes for these meetings. The minutes shall include all pertinent information discussed, resolution dates on all open items and identify responsible parties. The minutes shall be sent to the COR for review, comment and acceptance within 24 hours after the meeting. Government review period is 48 hours. The Contractor shall amend the meeting minutes with any comments provided by COR. Final version of meeting minutes shall be submitted for record at least 48 hours in advance of the next progress meeting.

22. Key Personnel - The Contractor shall submit qualifications for key personnel who are regularly and professionally engaged in the business of the application, installation and testing related to the project requirements. Note Key Personnel approved by the Contracting Officer in the successful proposal shall function in the same roles in this contract. Any changes to Key Personnel from those identified in Contractor's proposal after contract award shall be submitted to the COR within 21 calendar days after award for review and Government acceptance. Key personnel shall not be dual hatted unless granted prior approval by the COR. For this project, the project manager shall have a minimum seven (7) years experience and the five (5) bulleted requirements may be optional.

Role	Criteria

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Prime Construction Contractor Project Manager	Project Manager shall be an employee of the Prime Contractor. Project Manager with at least 15 (fifteen) years of experience managing similar design-build telecommunications and secured facility construction projects. When listing project experience on the resume, demonstrate project experience where the role of Project Manager was performed in an environment similar to a high-density occupied office building. In addition to above experience, individual must possess at least one of the following certifications or registrations: -Active Licensed Professional Architect, Engineer or Contractor Registration in Virginia, Maryland, District of Columbia, or Pennsylvania. -PM, DOR or EOR stamping and signing the contract must be licensed in the state in Maryland, Virginia, or the District of Columbia.
Construction Superintendent	Superintendent shall be an employee of the Prime Contractor. On-site construction supervisor with at least 10 (ten) years continued and dedicated experience managing similar projects. When listing project experience on the resume, demonstrate project experience where the role of Construction Superintendent was performed on a similar project.
Site Safety Officer	EM 385-1-1 (Safety and Health Requirements Manual) Compliant Site Safety Health Officer (SSHO) for Federal Construction Projects with 10 (ten) years demonstrated experience where the role of Safety Officer was performed in an environment similar to a high-density occupied office building. The SSHO must report directly to the prime contractor principal executive officer; not the project manager or construction superintendent or other site supervision.
Designer of Record (DOR)	Designer of Record shall be a registered engineer or architect with 15 (fifteen) years demonstrated relevant experience as a Designer of Record on similar projects.

22.1. Project Manager: The Contractor shall designate a Project Manager that has overall responsibility for the contract. The Project Manager shall be responsible for the execution and

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coordination of all administration, design (if applicable), quality control, safety, and construction of the contract. The Project Manager shall be responsible so that the controls and procedures in place are followed in order to eliminate conflicts, errors and omissions, and to ensure that all technical requirements are met and adhered to. This individual shall serve as the single Point of Contact (POC) and liaison between the CO and the Contractor. The Project Manager shall have documented experience in the management of design/build and/or design/bid/build construction contracts.

22.2. Designer of Record (DOR): The Contractor shall assemble and manage a full-service team of licensed professionals as required to carry out all applicable disciplines and phases of the project. They shall also provide a Registered Architect/Professional Engineer defined in UFC 1-300-09N latest version Chapter 2 in paragraph "Registration" to serve as the Designer of Record (DOR). The DOR (or Engineer of Record) must have an active license. The DOR shall have proven experience in design, installation, and commissioning, if applicable, in similar projects and is the design certifying authority throughout the project. The DOR shall ensure that staff designers possess the required AutoCAD experience for production of Design Package Submissions for this Contract. The DOR shall be involved in every step of the project and shall be responsible for the execution and coordination of all architecture-engineering elements and applicable disciplines and phases of the contract by reviewing and signing a statement certifying compliance with contract requirements on each design submission PRIOR to submission to the Government or the Government will not review the submission. The DOR shall attend bi-weekly project site-visits to review quality of workmanship and verify design compliance and shall submit to the Government a monthly report with photos indicating such compliance. (Photograph requests shall be coordinated through the COR.) The DOR shall seal, date, and sign all final Contractor-originated drawings in hard copy form as released for construction and provide copies for distribution from the original set. The DOR shall electronically sign and date Issue for Construction (IFC) submissions in accordance with UFC 1-300-09N latest version Chapter 2 in paragraph "Registration".

22.3. Site Safety Health Officer (SSHO): The Contractor shall designate an SSHO that has overall responsibility for safety. The SSHO shall be responsible for managing, implementing and enforcing the Contractor's Safety and Health Program in accordance with the accepted APP. The SSHO shall meet the requirements of EM 385-1-1. The SSHO shall report to an officer of the Prime Contractor and shall not be subordinate to the Project Superintendent or the Project Manager. The SSHO shall have independent authority to stop work and authorize correction of safety-related construction issues.

22.4. Site Superintendent: The Contractor shall designate a Site Superintendent that has overall responsibility for the day-to-day construction functions required for this contract. The Site Superintendent shall have proven experience in the management/coordination of a construction project.

22.5. The Contractor Officer shall be notified prior to any changes in Key Personnel. Government approval will be required for all personnel and replacements.

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22.6. Dual Roles for Key Personnel: Dual roles between Key Personnel shall be allowed. The individual has to meet the requirements for each position.

22.7. Superintendent, QCM and SSHO must always maintain a physical presence on the construction site when construction is underway. Construction activities are defined in the EM 385-1-1.

23. Security Requirements:

23.1. All employees, including design consultants, subcontractors and suppliers are required to comply with JJRTC security requirements. Comply with the following

23.1.1. All contactor personnel requesting access to JJRTC must be a U.S. citizen.

23.1.2. The contractor shall submit a completed SSF 3237 – U.S. Secret Service Facility Access Request for each person requiring access to the RTC a minimum of 5 working days before access is required. Non-US born applicants must provide a copy of their naturalization certificate with their completed form.

23.1.3. The contractor must maintain a current list of employees that have been submitted for access per the paragraph above. The list will include date of SSF 3237 submission, employee name, employee phone number, job title, company name, company address, and status of review (submitted, approved, or denied).

23.1.4. The contractor will be working in and around existing buildings and training areas which are occupied and shall only access facilities and areas on JJRTC where specific work is to be performed. All personnel shall remain in the approved areas and the contractor shall maintain accountability of all personnel including subcontractors.

23.1.5. This project is unclassified; however, the AE and affiliates shall not disclose any information concerning any aspect of this contract without prior written approval of the Contracting Officer's Representative (COR).

23.1.6. Duplication or disclosure of the data and other information to which the contractor shall have access as a result of this contract is prohibited. The contractor and its subcontractors agree not to disclose said data, any interpretations and/or translations thereof, or data derivative there from, to unauthorized parties in contravention of these provisions, without the prior written approval of the COR.

23.1.7. All photography requirements shall be coordinated with the COR. Photographs may only be taken for the purpose of documenting existing conditions, project progress, and project completion. Taking pictures of USSS personnel, facilities, or areas that are not associated with the scope of the contract is strictly prohibited.

23.1.8. Posting to social media any information pertaining to this project is strictly prohibited.

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23.1.9. Deviations from or violations of any of the provisions of this paragraph will, in addition to all other criminal and civil remedies provided by law, subject the AE to immediate termination for default.

23.1.10. Operations Security (OPSEC): The Contractor will comply with those OPSEC measures which may be required by the Government to protect and control indicators that give an insight into operations, plans or other activities. Information about this contract and or details about this facility will not be discussed with unauthorized people, discarded as unclassified trash, posted on a webpage or released to the public. Information should only be released to authorized personnel on a "need to know" basis. Additionally, Contractors will not discuss information about the US Secret Service to reporters, radio stations or any person who does not have an official "need to know."

23.2. The highest classification involved in the performance of this contract is FOUO.

23.3. Contractor Entry: All containers, equipment and hand carried items brought into or removed from the facility is subject to inspection by the USSS for the presence of potential security threat or hazardous items

23.4. Prohibited Items: Contract employees shall comply with the facility security policy prohibiting weapons, including but not limited to, firearms, pellet guns, bows, arrows, explosives, martial arts weapons, all forms or derivatives of pepper spray (Oleoresin Capsicum), and knives with blades more than 2.5 inches. Narcotic drugs, syringes, and drug paraphernalia, except prescribed medication, or medicine included as medical supplies. Alcoholic beverages (except for sealed containers stored in personal vehicles).

23.5. Denial of Entry: The Government reserves the right to terminate the entry of any Contractor employee upon disclosure of information which indicates the individual's continued entry to the Site is not in the best interest of national security. The violation of or deviation from the established security procedures by Contractor employees shall also result in denial of entry.

23.6. Security Related Delays: The Government is not responsible for delays caused by non-compliance with these instructions. The Contractor is similarly responsible for any delays caused by employees who report to work without their badge to include any delays encountered by an employee in gaining entrance to an area with a visitors' badge or in the reissuing of a lost or damaged badge.

23.7. Security Education: The Contractor shall ensure contract (design and construction) employees understand the security requirements and are given security briefings annually as required by the Site Security Office.

23.8. Operations Security (OPSEC): The Contractor shall comply with those OPSEC measures required by the Government to protect and control indicators that give an insight into military operations, plans or other activities. Information about this contract and or details

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about this facility will not be discussed with unauthorized people, discarded as unclassified trash, posted on a webpage or released to the public. Information should only be released to authorized personnel on a "need to know" basis. Additionally, Contractors will not discuss information about USSS to reporters, radio stations or any person who does not have an official "need to know"!

24. Deliveries

24.1. Screening of Equipment, Materials, Tools, and Supplies: All equipment, materials, tools and supplies delivered to the Site are required to be screened through the Remote Delivery Facility (RDF). RDF hours of operation are Monday – Friday 0600 - 1400. The RDF is closed on weekends and Federal Holidays.

25. Changes to the Contract

25.1. Differing Site Conditions:

25.1.1. The Contractor shall promptly (no later than 48 hours of the encounter), and before the conditions are disturbed, give written notice to the CO of the differing site condition. Within 7 calendar days of notification to the CO, the Contractor shall submit a proposed solution with the cost and impact on the approved Baseline Schedule (or current schedule if Baseline not approved). Within 48 hours of the completion of work resolving the differing site conditions, the Contractor shall notify the CO that the issue has been corrected.

25.1.2. All approved changes will be authorized by the CO in writing prior to the start of work. Notice of a differing site condition through the RFI process will not be accepted as official notification.

25.2. Unsolicited Proposals: If the Contractor identifies any work activities in the field that are outside of the contract requirements but believes that the inclusion of these items into their awarded Contractor would serve in the Government's best interest, the Contractor shall submit a work plan, describing the proposed RFP, cost estimate, and timeframe analysis to the CO for Government consideration. The Government is in no way obligated to proceed with any proposed changes to the requirements of the contract provided in the unsolicited proposal.

25.3. Potential Change Order (PCO) Proposals: The Contractor shall submit any RFIs regarding the Request for Proposal (RFP) within 7 calendar days. A PCO Proposal for the RFP is due 21 calendar days after receipt of the RFP. This proposal must contain a cost, with a full breakdown to support the amount requested, along with a critical path analysis to support any request for additional days. No work shall start without a written change order provided by the Contracting Officer. The Contractor shall not stop any work activities or slow ongoing process due to knowledge of an upcoming change without the direction of the CO. Any delays that occur due to the knowledge of a change will be at the expense of the Contractor.

25.4. Government Caused Delays: The Contractor shall notify the CO within 48 hours of a perceived Government delay. This notification must include a narrative of the delay type and

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a schedule analysis showing an impact to the Contractor's critical path from the approved baseline or initial schedule.

25.5. Changes to the Baseline Schedule: Once the Baseline schedule has been approved, the Contractor shall not make any changes, other than percent complete, actual start and finish dates and logic change required to correct works progressing out of sequence. All other changes must be requested and agreed to in writing by the Government prior to inclusion in the schedule. These additional changes agreed to shall also be documented and identified through the use of a schedule code which identifies the type of change and date the change was made.

25.6. Unforeseen Conditions: The Contractor shall take no action with regard to the unforeseen condition without written guidance from the CO. If the unforeseen condition creates an emergency or life safety condition, the Contractor shall take action to mitigate the emergency or life safety condition while the Government is being notified.

25.6.1. The Contractor shall report the following, in detail, to the CO within 48 hours of identifying the unforeseen condition:

25.6.1.1. Description of the condition and impact the condition has/will have on the project requirements.

25.6.1.2. If a utility is involved, include whether the system is live or abandoned and protect the utility from damage that may be caused by ongoing construction.

25.6.1.3. Impacts to the project schedule (probable or actual)

25.6.1.4. Plan of action for correction of the unforeseen

25.6.1.5. Costs associated with the corrective plan (can initially be submitted as a "Not to exceed" amount).

25.6.1.6. A list of assistance required to finalize full impacts to the contract requirements. This should include, but is not limited to:

25.6.1.6.1. Determining whether a utility system is live, critical or requires special handling

25.6.1.6.2. Tracing the route of a utility system and/or determining where the utility could be cut and capped.

25.6.1.6.3. Gaining access into spaces to investigate the unforeseen condition impacts.

25.6.2. The Contractor shall provide a full report with schedule and cost impacts, as well as a developed resolution to the condition within 14 days of the original report.

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25.7. Install: The term "install" is used to describe operations at the project site including the actual "unloading, unpacking, assembly, erected, placing, anchoring, applying, working to dimension, finishing, curing, performing, coordinating with all parties as required, protecting, cleaning, and similar activities".

25.8. Liquidated Damages: The Contractor must complete design and construction per the agreed project schedule and substantial completion date. Failure to achieve substantial completion by the end of the period of performance will result in liquidated damages of ***$1,051*** per calendar day. This covers additional Government administrative costs. The Government may withhold up to 10% of pay applications, up to the projected liquidated damages amount, if the Contractor deviates from the schedule and cannot provide a reasonable recovery plan. Bonding and Insurance Documentation: No payment will be made until all required bonds and insurance certificates have been submitted and accepted by the Government.

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PART 2

DEFINITIONS & ACRONYMS

1.0. DEFINITIONS:

1.1 CONTRACTOR. A supplier or vendor awarded a contract to provide specific supplies or service to the Government. The term used in this contract refers to the prime.

1.2 CONTRACTING OFFICER (C.O.). A person with authority to enter into, administer, and or terminate contracts, and make related determinations and findings on behalf of the Government. Note: The only individual who can legally bind the Government.

1.3 DELIVERABLE. Anything that can be physically delivered but may include non-manufactured things such as meeting minutes or reports.

1.4 KEY PERSONNEL. Contractor personnel that are evaluated in a source selection process and that may be required to be used in the performance of a contract by the Key Personnel listed in the SOW. When key personnel are used as an evaluation factor in best value procurement, an offer can be rejected if it does not have a firm commitment from the person(s) that are listed in the proposal.

1.5 PHYSICAL SECURITY. Actions that prevent the loss or damage of Government property.

1.6 COORDINATE. The term "coordinate" means "to cooperate with related subcontractors Contractor, as well as Site personnel in order to furnish and install all connections/systems in correct sequence, size and location to create a complete system ready for intended use."

1.7 VERIFY. The term "verify" means "to measure, investigate, review, test, check the accuracy or correctness of and prove by demonstration, evidence, or testimony the location, size, dimension and condition of an item."

1.8 FURNISH. The term "furnish" is used to mean "supply and deliver to the project site, and making ready for unloading, unpacking, assembly, installation and similar operations."

1.9 PROVIDE. The term "provide" means "to design, furnish and install, complete and ready for the intended use.

2. ACRONYMS:

BGE	Baltimore Gas & Electric
CFR	Code of Federal Regulations

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CO	Contracting Officer
CONUS	Continental United States (excludes Alaska and Hawaii)
COR	Contracting Officer Representative
COTS	Commercial-Off-the-Shelf CPFF (Cost Plus Fixed Fee)
FAR	Federal Acquisition Regulation
FFP	Firm Fixed Price
GFP	Government Furnished Property
HSAR	Homeland Security Acquisition Regulation
LH	Labor Hour
NCR	National Capital Region
OCI	Organizational Conflict of Interest
OCONUS	Outside Continental United States (includes Alaska and Hawaii)
ODC	Other Direct Costs
PIPO	Phase In/Phase Out
POC	Point of Contact
PM	Program Manager
SOW	Statement of Work
TE	Technical Exhibit
TM	Time and Material
TPOC	Technical Point of Contact

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PART 3

GOVERNMENT FURNISHED PROPERTY, EQUIPMENT, AND SERVICES

3. GOVERNMENT FURNISHED ITEMS AND SERVICES:

3.1. Services: N/A.

3.2 Facilities: The Government will provide site-specific information including existing conditions, contractor lay-down area, power availability, and security access procedures.

3.3 Utilities: Utilities (see Attachment 1): As a courtesy, the Government has provided GIS data of the potential location of utilities; however, the Government is unable to confirm the information. The Contractor responsible for verifying and accounting for utilities and tie-ins as a part of this contract during design and construction.:

3.4 Equipment: N/A

3.5 Materials: N/A

3.6 Attachments:

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