Naval Facilities Engineering Systems Command
NAVFAC MID-ATLANTIC

eProjects No: 1852260

Specifications
Building N-26 Mountable AC Units

at the

Naval Support Activity, Norfolk, Virginia

PREPARED BY:
NAVFAC MID-ATLANTIC
Facilities Engineering and Acquisition Division
Public Works Department
Norfolk, Virginia

SUBMITTED BY:

Design Manager:	Richard Corbin
Architectural:	Richard Corbin
Plumbing / Mechanical	William Wisilosky
Electrical / Telecom	Joseph Godfrey, P.E.

Date: January 8, 2026

APPROVED BY:
Project Management & Engineering Director: John C. Miller, P.E.
Design Director: James M. Smith, R.A.

For Commander, NAVFAC MID-ATLANTIC:

Date: 2-3-26

THIS PAGE INTENTIONALLY LEFT BLANK

PROJECT TABLE OF CONTENTS

DIVISION 00 - PROCUREMENT AND CONTRACTING REQUIREMENTS

00 01 15	02/24	LIST OF DRAWINGS

DIVISION 01 - GENERAL REQUIREMENTS

01 11 00	02/24	SUMMARY OF WORK
01 14 00	11/22, CHG 4: 02/25	WORK RESTRICTIONS
01 20 00	11/20, CHG 5: 02/25	PRICE AND PAYMENT PROCEDURES
01 30 00	11/20, CHG 5: 02/25	ADMINISTRATIVE REQUIREMENTS
01 31 23.13	2008/23, CHG 1: 02/24	ELECTRONIC CONSTRUCTION AND FACILITY SUPPORT CONTRACT MANAGEMENT SYSTEM (eCMS)
01 32 16.00	2008/18, CHG 1: 08/20	SMALL PROJECT CONSTRUCTION PROGRESS SCHEDULES
01 33 00	08/18, CHG 4: 02/21	SUBMITTAL PROCEDURES
01 35 26	05/24	GOVERNMENTAL SAFETY REQUIREMENTS
01 42 00	05/24	SOURCES FOR REFERENCE PUBLICATIONS
01 45 00	08/23, CHG 1: 05/24	QUALITY CONTROL
01 50 00	11/20, CHG 3: 08/24	TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS
01 57 19	08/22	TEMPORARY ENVIRONMENTAL CONTROLS
01 74 19	02/19, CHG 3: 11/21	CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL
01 78 00	05/19, CHG 1: 08/21	CLOSEOUT SUBMITTALS
01 78 23	05/23	OPERATION AND MAINTENANCE DATA

DIVISION 02 - EXISTING CONDITIONS

02 41 00	08/22	DEMOLITION

DIVISION 07 - THERMAL AND MOISTURE PROTECTION

07 84 00	05/10, CHG 1: 08/13	FIRESTOPPING

DIVISION 09 - FINISHES

09 69 13	11/24	RIGID GRID ACCESS FLOORING

DIVISION 23 - HEATING, VENTILATING, AND AIR CONDITIONING (HVAC)

23 03 00.00	2008/10, CHG 3: 08/18	BASIC MECHANICAL MATERIALS AND METHODS
23 07 00	08/24	THERMAL INSULATION FOR MECHANICAL SYSTEMS
23 09 00	08/24, CHG 1: 08/25	INSTRUMENTATION AND CONTROL FOR HVAC
23 09 23.02	08/24	BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS
23 81 23	11/20	COMPUTER ROOM AIR CONDITIONING UNITS

DIVISION 25 - INTEGRATED AUTOMATION

25 05 11	08/24	CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS

DIVISION 26 - ELECTRICAL

26 20 00	08/23	INTERIOR DISTRIBUTION SYSTEM

-- End of Project Table of Contents --

DOCUMENT 00 01 15

LIST OF DRAWINGS
02/24

PART 1 GENERAL

1.1 SUMMARY

This section lists the drawings for the project pursuant to contract clause "DFARS 252.236-7001, Contract Drawings and Specifications."

1.2 CONTRACT DRAWINGS

Contract drawings are as follows:

List of Contract Drawings is contained on Drawing Sheet GI002.

-- End of Document --

SECTION 01 11 00

SUMMARY OF WORK
02/24

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Salvage Plan; G

1.2 WORK COVERED BY CONTRACT DOCUMENTS

1.2.1 Project Description

The work includes installation of 10-ton CRAC Unit for server room and incidental related work.

1.2.2 Location

The work is located at Building N-26, Naval Station Norfolk, VA, approximately as indicated. The exact location will be shown by the Contracting Officer.

1.3 OCCUPANCY OF PREMISES

Building(s) will be occupied during performance of work under this Contract. Occupancy notifications will be posted in a prominent location in the work area.

Before work is started, arrange with the Contracting Officer a sequence of procedure, means of access, space for storage of materials and equipment, and use of approaches, corridors, and stairways.

1.4 EXISTING WORK

Remove or alter existing work in such a manner as to prevent injury or damage to any portions of the existing work which remain.

Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as approved by the Contracting Officer. At the completion of operations, existing work must be in a condition equal to or better than that which existed before new work started.

1.5 LOCATION OF UNDERGROUND UTILITIES

Obtain digging permits prior to start of excavation, and comply with Installation requirements for locating and marking underground utilities. Contact local utility locating service a minimum of 48 hours prior to excavating, to mark utilities, and within sufficient time required if work

occurs on a Monday or after a Holiday. Verify existing utility locations indicated on contract drawings, within area of work.

Identify and mark all other utilities not managed and located by the local utility companies. Scan the construction site with Ground Penetrating Radar (GPR), electromagnetic, or sonic equipment, and mark the surface of the ground or paved surface where existing underground utilities are discovered. Verify the elevations of existing piping, utilities,and any type of underground or encased obstruction not indicated, or specified to be removed, that is indicated or discovered during scanning, in locations to be traversed by piping, ducts, and other work to be conducted or installed. Verify elevations before installing new work closer than nearest manhole or other structure at which an adjustment in grade can be made.

1.5.1 Notification Prior to Excavation

Notify the Contracting Officer at least 48 hours prior to starting excavation work.

1.6 SALVAGE MATERIAL AND EQUIPMENT

Items designated by the Contracting Officer to be salvaged remain the property of the Government. Segregate, itemize, deliver and off-load the salvaged property at a location specified by the contracting officer.

Provide a salvage plan, listing material and equipment to be salvaged, and their storage location. Maintain property control records for material or equipment designated as salvage. Provide a system for property control in the salvage plan. Store and protect salvaged materials and equipment until disposition by the Contracting Officer.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

SECTION 01 14 00

WORK RESTRICTIONS
11/22, CHG 4: 02/25

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

List of Contact Personnel; G

1.2 SPECIAL SCHEDULING REQUIREMENTS

a. Have materials, equipment, and personnel required to perform the work at the site prior to the commencement of the work.

b. The building will remain in operation during the entire construction period. Conduct operations so as to cause the least possible interference with normal operations of the activity.

c. Permission to interrupt any Activity roads, railroads, or utility service must be requested in writing a minimum of 15 calendar days prior to the desired date of interruption.

d. The work under this contract requires special attention to the scheduling and conduct of the work in connection with existing operations. Identify on the construction schedule each factor which constitutes a potential interruption to operations.

1.3 CONTRACTOR ACCESS AND USE OF PREMISES

1.3.1 Activity Regulations

Ensure that Contractor personnel employed on the Activity become familiar with and obey Activity regulations including safety, fire, traffic and security regulations. Keep within the limits of the work and avenues of ingress and egress. Wear appropriate personal protective equipment (PPE) in designated areas. Do not enter any restricted areas unless required to do so and until cleared for such entry. Ensure all Contractor equipment, include delivery vehicles, are clearly identified with their company name.

1.3.1.1 Subcontractors and Personnel Contacts

Provide a list of contact personnel of the Contractor and subcontractors including addresses and telephone numbers for use in the event of an emergency. As changes occur and additional information becomes available, correct and change the information contained in previous lists.

1.3.1.2 Installation Access

Obtain access to Navy installations through participation in the Defense

Biometrics Identification System (DBIDS). Requirements for Contractor employee registration, and transition for employees currently under Navy Commercial Access Control System (NCACS), are available at https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/. No fees are associated with obtaining a DBIDS credential.

Participation in the DBIDS is not mandatory, and Contractor personnel may apply for One-Day Passes at the Base Visitor Control Office to access an installation.

1.3.1.2.1 Registration for DBIDS

Registration for DBIDS is available at https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/. Procedure includes:

a. Present a letter or official award document (i.e. DD Form 1155 or SF 1442) from the Contracting Officer, that provides the purpose for access, to the base Visitor Control Center representative.

b. Present valid identification, such as a passport or Real ID Act-compliant state driver's license.

c. Provide completed SECNAV FORM 5512/1 to the base Visitor Control Center representative to obtain a background check. This form is available for download at https://www.cnic.navy.mil/Operations-and-Management/Base-Support/DBIDS/.

d. Upon successful completion of the background check, the Government will complete the DBIDS enrollment process, which includes Contractor employee photo, fingerprints, base restriction and several other assessments.

e. Upon successful completion of the enrollment process, the Contractor employee will be issued a DBIDS credential, and will be allowed to proceed to worksite.

1.3.1.2.2 DBIDS Eligibility Requirements

Throughout the length of the contract, the Contractor employee must continue to meet background screen standards. Periodic background screenings are conducted to verify continued DBIDS participation and installation access privileges. DBIDS access privileges will be immediately suspended or revoked if at any time a Contractor employee becomes ineligible.

An adjudication process may be initiated when a background screen failure results in disqualification from participation in the DBIDS, and Contractor employee does not agree with the reason for disqualification. The Government is the final authority.

1.3.1.2.3 DBIDS Notification Requirements

a. Immediately report instances of lost or stolen badges to the Contracting Officer.

b. Immediately collect DBIDS credentials and notify the Contracting Officer in writing under the following circumstances:

(1) An employee has departed the company without having properly returned or surrendered their DBIDS credentials.

(2) There is a reasonable basis to conclude that an employee, or former employee, might pose a risk, compromise, or threat to the safety or security of the Installation or anyone therein.

1.3.1.2.4 One-Day Passes

Personnel applying for One-Day passes at the Base Visitor Control Office are subject to daily mandatory vehicle inspection, and will have limited access to the installation. The Government is not responsible for any cost or lost time associated with obtaining daily passes or added vehicle inspections incurred by non-participants in the DBIDS.

1.3.1.3 No Smoking Policy

Smoking is prohibited within and outside of all buildings on installation, except in designated smoking areas. This applies to existing buildings, buildings under construction and buildings under renovation. Discarding tobacco materials other than into designated tobacco receptacles is considered littering and is subject to fines. The Contracting Officer will identify designated smoking areas.

1.3.2 Working Hours

Regular working hours will consist of an 8 1/2 hour period established by the Contracting Officer, between 7 a.m. and 3:30 p.m., Monday through Friday, excluding Government holidays.

1.3.3 Work Outside Regular Hours

Work outside regular working hours requires Contracting Officer approval. Make application 15 calendar days prior to such work to allow arrangements to be made by the Government for inspecting the work in progress, giving the specific dates, hours, location, type of work to be performed, contract number and project title. Based on the justification provided, the Contracting Officer may approve work outside regular hours. During periods of darkness, the different parts of the work must be lighted in accordance with requirements of EM 385-1-1. Make utility cutovers after normal working hours or on Saturdays, Sundays, and Government holidays unless directed otherwise.

1.3.4 Occupied Buildings

Work will be in an existing buildingwhich is occupied. Do not enter the building without prior approval of the Contracting Officer.

The existing buildings and their contents must be kept secure at all times. Provide temporary closures as required to maintain security as directed by the Contracting Officer.

Provide dust covers or protective enclosures to protect existing work that remains, and Government material located in the work area during the construction period.

The Government will remove and relocate other Government property in the areas of the buildings scheduled to receive work.

1.4 SECURITY REQUIREMENTS

Contract Clause FAR 52.204-2 Security Requirements and Alternate II, "FAC 5252.236-9301, Special Working Conditions and Entry to Work Area," and the following apply:

1.4.1 Naval Station Norfolk, Norfolk, VA

a. Contractor registration. Register with the Base Police Truck Investigation Team, located behind pass and ID Office (Bldg CD-9) on Hampton Boulevard, Naval Station Norfolk, Norfolk, VA 23511-5000, telephone number 757-322-2979.

b. Storage and office trailer registration. Register storage and office trailers to be used on base with the truck investigation team. Trailers must meet State law requirements and must be in good condition.

(1) Trailers must be lockable and must be locked when not in use.

(2) Trailers must have a sign in the lower left hand corner of left door of trailer with the following information: Company name, address, registration number of trailer or vehicle identification number, location on base, duration of contract or stay on base, contract number, local on-base phone number, off-base phone number of main office, and emergency recall person and phone number.

c. Equipment markings. Equipment owned or rented by the company must have the company name painted or stenciled on the equipment in a conspicuous location. Rented equipment is to be conspicuously marked with a tag showing who rented the equipment. Register the equipment with the truck investigation team.

d. Procedure information. For additional information regarding registration procedures, contact the Officer in Charge of Construction at 757-445-1463 or Base Police at 757-444-8856.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

SECTION 01 20 00

PRICE AND PAYMENT PROCEDURES
11/20, CHG 5: 02/25

PART 1 GENERAL

1.1 REFERENCES

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

U.S. ARMY CORPS OF ENGINEERS (USACE)

EP 1110-1-8	(2021) Engineering and Design -- Construction Equipment Ownership and Operating Expense Schedule

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Schedule of Prices; G

1.3 SCHEDULE OF PRICES

1.3.1 Data Required

This Contract requires the use of a cost-loaded Network Analysis Schedule (NAS). Schedule of Prices must not be used with cost-loaded Network Analysis Schedule (NAS). Use Earned Value Report derived from cost-loaded NAS. Within 15 calendar days of notice of award, prepare and deliver to the Contracting Officer a Schedule of Prices (construction Contract) as directed by the Contracting Officer. Schedule of Prices must have cost summarized and totals provided for each construction category. Provide a detailed breakdown of the Contract price, giving quantities for each of the various kinds of work, unit prices, and extended prices. Indirect activities (e.g., meetings, presentations, submittals, surveys, haul road or storage yard maintenance, dust control, security) will not be cost loaded. Evenly distribute the costs across the associated construction activities. Contractor overhead and profit including salaries for field office personnel, if applicable, must be proportionately spread over all pay items and not included as individual pay items.

1.3.2 Payment Schedule Instructions

Payments will not be made until the Schedule of Prices has been submitted to and accepted by the Contracting Officer.

Additionally, the Schedule of Prices must be separated as follows:

a. Primary Facilities Cost Breakdown:

Defined as work on the primary facilities out to the 5 foot line. Work out to the 5 foot line includes construction encompassed within a theoretical line 5 foot from the face of exterior walls and includes attendant construction, such as pad mounted HVAC cooling equipment, cooling towers, and transformers placed beyond the 5 foot line.

b. Supporting Facilities Cost Breakdown:

Defined as site work, including incidental work, outside the 5 foot line.

1.4 CONTRACT MODIFICATIONS

In conjunction with the Contract Clause DFARS 252.236-7000 Modification Proposals-Price Breakdown, and where actual ownership and operating costs of construction equipment cannot be determined from Contractor accounting records, base equipment use rates upon the applicable provisions of the EP 1110-1-8.

1.5 CONTRACTOR'S INVOICE AND CONTRACT PERFORMANCE STATEMENT

1.5.1 Content of Invoice

Requests for payment will be processed in accordance with the Contract Clause FAR 52.232-27 Prompt Payment for Construction Contracts and FAR 52.232-5 Payments Under Fixed-Price Construction Contracts. Invoices not completed in accordance with contract requirements will be returned to the Contractor for correction of the deficiencies. Include the documents listed below in the requests for payment.

a. The Contractor's invoice, on NAVFAC Form 7300/30 furnished by the Government, showing in summary form, the basis for arriving at the amount of the invoice. Form 7300/30 must include certification by Quality Control (QC) Manager as required by the Contract.

b. The Estimate for Voucher/ Contract Performance Statement on NAVFAC Form 4330/54 furnished by the Government. Use NAVFAC Form 4330, unless otherwise directed by the Contracting Officer, on NAVFAC Contracts when a Monthly Estimate for Voucher is required. Earned Value Report from the cost-loaded NAS.

c. Contractor's Monthly Estimate for Voucher and Contractors Certification (NAVFAC Form 4330) with Subcontractor and supplier payment certification. Other documents, including but not limited to, that need to be received prior to processing payment include the following submittals as required. These items are still required monthly even when a pay voucher is not submitted.

d. Monthly Work-hour report.

e. Updated Construction Progress Schedule and tabular reports required by the contract.

f. Contractor Safety Self Evaluation Checklist.

g. Updated submittal register.

h. Solid Waste Disposal Report.

i. Certified payrolls.

j. Updated testing logs.

k. Other supporting documents as requested.

1.5.2 Submission of Invoices

If DFARS Clause 252.232-7006 Wide Area WorkFlow Payment Instructions is included in the Contract, provide the documents listed in above paragraph CONTENT OF INVOICE in their entirety as attachments in Wide Area Work Flow (WAWF) for each invoice submitted. The maximum size of each WAWF attachment is two megabytes, but there are no limits on the number of attachments. If a document cannot be attached in WAWF due to system or size restriction, provide it as instructed by the Contracting Officer.

Monthly invoices and supporting forms for work performed through the anniversary award date of the Contract must be submitted to the Contracting Officer within 5 calendar days of the date of invoice. For example, if Contract award date is the 7th of the month, the date of each monthly invoice must be the 7th and the invoice must be submitted by the 12th of the month.

1.5.3 Final Invoice

a. A final invoice must be accompanied by the certification required by DFARS 252.247.7023 Transportation of Supplies by Sea, and the Contractor's Final Release. If the Contractor is incorporated, the Final Release must contain the corporate seal. An officer of the corporation must sign and the corporate secretary must certify the Final Release.

b. For final invoices being submitted via WAWF, the original Contractor's Final Release Form and required certification of Transportation of Supplies by Sea must be provided directly to the respective Contracting Officer prior to submission of the final invoice. Once receipt of the original Final Release Form and required certification of Transportation of Supplies by Sea has been confirmed by the Contracting Officer, the Contractor must then submit final invoice and attach a copy of the Final Release Form and required certification of Transportation of Supplies by Sea in WAWF.

c. Final invoices not accompanied by the Contractor's Final Release and required certification of Transportation of Supplies by Sea will be considered incomplete and will be returned to the Contractor.

1.6 PAYMENTS TO THE CONTRACTOR

Payments will be made on submission of itemized requests by the Contractor which comply with the requirements of this section, and will be subject to reduction for overpayments or increase for underpayments made on previous payments to the Contractor.

1.6.1 Obligation of Government Payments

The obligation of the Government to make payments required under the

provisions of this Contract will, at the discretion of the Contracting Officer, be subject to reductions and suspensions permitted under the FAR and agency regulations including the following in accordance with FAR 32.103 Progress Payments Under Construction Contracts:

a. Reasonable deductions due to defects in material or workmanship;

b. Claims which the Government may have against the Contractor under or in connection with this Contract;

c. Unless otherwise adjusted, repayment to the Government upon demand for overpayments made to the Contractor; and

d. Failure to maintain accurate "as-built" or record drawings in accordance with FAR 52.236.21 and the contract.

e. Failure to submit accurate monthly schedule updates in accordance with the contract.

1.6.2 Payment for Onsite and Offsite Materials

Progress payments may be made to the Contractor for materials delivered on the site, for materials stored off construction sites, or materials that are in transit to the construction sites under the following conditions:

a. FAR 52.232-5(b) Payments Under Fixed Price Construction Contracts.

b. Materials delivered on the site, but not installed, and off-site materials to be considered for progress payment must be major high cost, long lead, special order, or specialty items, not susceptible to deterioration or physical damage in storage or in transit to the construction site. Examples of materials acceptable for payment consideration include, but are not limited to, structural steel, non-magnetic steel, non-magnetic aggregate, equipment, machinery, large pipe and fittings, precast/prestressed concrete products, plastic lumber (e.g., fender piles/curbs), and high-voltage electrical cable. Materials not acceptable for payment include consumable materials such as nails, fasteners, conduits, gypsum board, glass, insulation, and wall coverings.

c. Provide the Contracting Officer with documentation (e.g., Purchase Orders or Material Contracts) to justify payment for materials in advance of installation. When appropriate, include the Defense Priorities and Allocations System (DFAS) ratings (e.g., DX or DO) on purchase orders or material contracts to ensure timely delivery.

d. Materials to be considered for progress payment prior to installation must be specifically and separately identified in the Contractor's estimates of work submitted for the Contracting Officer's approval in accordance with Schedule of PricesEarned Value Report requirement of this Contract. Requests for progress payment consideration for such items must be supported by documents establishing their value (e.g., paid invoices) and that the title requirements of the clause at FAR 52.232-5 Payments Under Fixed-Price Construction Contracts have been met.

e. Ensure materials are adequately insured and protected from theft and exposure. Provide insurance documentation (e.g., Builder's Risk Insurance) which covers the overall value of the materials to be paid

in advance of installation.

f. Provide a written consent from the surety company with each payment request for offsite materials.

g. Materials to be considered for progress payments prior to installation must be stored either in Hawaii, Guam, Puerto Rico, or the Continental United States. Other locations are subject to written approval by the Contracting Officer.

h. Materials in transit to the job site or storage site are not acceptable for payment.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 30 00

ADMINISTRATIVE REQUIREMENTS
11/20, CHG 5: 02/25

PART 1 GENERAL

1.1 REFERENCES

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

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(2024) Safety -- Safety and Occupational Health (SOH) Requirements

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

View Location Map; G

Progress and Completion Pictures; G

1.3 VIEW LOCATION MAP

Submit, prior to or with the first digital photograph submittals, a sketch or drawing indicating the required photographic locations. Update as required if the locations are moved.

1.4 PROGRESS AND COMPLETION PICTURES

Photographically document site conditions prior to start of construction operations.Provide monthly, and within one month of the completion of work, digital photographs, 1600x1200x24 bit true color minimum resolution in JPEGfile format showing the sequence and progress of work. Take a minimum of 20 digital photographs each week throughout the entire project from a minimum of ten different viewpoints selected by the Contractor unless otherwise directed by the Contracting Officer. Submit with the monthly invoicetwo sets of digital photographs, each set on a separate compact disc (CD) or data versatile disc (DVD) cumulative of all photos to date. Indicate photographs demonstrating environmental procedures. Provide photographs for each month in a separate monthly directory and name each file to indicate its location on the view location sketch. Also provide the view location sketchon the CD or DVD as a digital file. Include a date designator in file names. Photographs provided are for unrestricted use by the Government.

1.5 MINIMUM INSURANCE REQUIREMENTS

Provide the minimum insurance coverage required by FAR 28.307-2 Liability, during the entire period of performance under this contract. Provide other insurance coverage as required by Statelaw.

1.6 SUPERVISION

1.6.1 Superintendent Qualifications

Provide project superintendent with a minimum of 10 years experience in construction with at least 5 of those years as a superintendent on projects similar in size and complexity. The individual must be familiar with the requirements of EM 385-1-1 and have experience in the areas of hazard identification and safety compliance. The individual must be capable of interpreting a critical path schedule and construction drawings. The qualification requirements for the alternate superintendent are the same as for the project superintendent. The Contracting Officer may request proof of the superintendent's qualifications at any point in the project if the performance of the superintendent is in question.

For projects where the superintendent is permitted to also serve as the Quality Control (QC) Manager as established in Section01 45 00 QUALITY CONTROL, the superintendent must have qualifications in accordance with that section.

1.6.2 Minimum Communication Requirements

Have at least one qualified superintendent, or competent alternate, capable of reading, writing, and conversing fluently in the English language, on the job-site at all times during the performance of Contract work. In addition, if a Quality Control (QC) representative is required on the Contract, then that individual must also have fluent English communication skills.

1.6.3 Duties

The project superintendent is primarily responsible for managing subcontractors and coordinating day-to-day production and schedule adherence on the project. The superintendent is required to attend Red Zone meetings, partnering meetings, and quality control meetings. The superintendent or qualified alternative must be on-site at all times during the performance of this contract until the work is completed and accepted.

1.6.4 Non-Compliance Actions

The Project Superintendent is subject to removal by the Contracting Officer for non-compliance with requirements specified in the contract and for failure to manage the project to ensure timely completion. Furthermore, the Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. No part of the time lost due to such stop orders is acceptable as the subject of claim for extension of time or excess costs or damages by the Contractor.

1.7 PRECONSTRUCTION MEETING

Immediately after award, prior to commencing any work at the site,

coordinate with the Contracting Officer a time and place to meet for the Preconstruction Meeting. The meeting must take place within 35calendar days after award of the contract, but prior to commencement of any work at the site. The purpose of this meeting is to discuss and develop a mutual understanding of the administrative requirements of the Contract including but not limited to: daily reporting, invoicing, value engineering, safety, base-access, outage requests, hot work permits, schedule requirements, quality control, schedule of prices or earned value report, shop drawings, submittals, cybersecurity, prosecution of the work, government acceptance, final inspections and contract close-out. Contractor must present and discuss their basic approach to scheduling the construction work and any required phasing.

1.7.1 Attendees

Contractor attendees must include the Project Manager, Superintendent, Site Safety and Health Officer (SSHO), Quality Control Manager and major subcontractors.

1.8 FACILITY TURNOVER PLANNING MEETINGS (Red Zone Meetings)

Meet with the Government to identify strategies to ensure the project is carried to expeditious closure and turnover to the Client. Start planning the turnover process at the Pre-Construction Conference meeting with a discussion of the Red Zone process and convene at regularly scheduled Red Zone Meetings beginning at approximately 75 percent of project completion. Include the following in the facility Turnover effort:

1.8.1 Red Zone Checklist

a. Contracting Officer's Technical Representative (COTR) will provide the Contractor a copy of the Red Zone Checklist template.

b. Prior to 75 percent completion, modify the Red Zone Checklist template by adding or deleting critical activities applicable to the project and assign planned completion dates for each activity. Submit the modified Red Zone Checklist to the Contracting Officer. The Contracting Officer may request additional activities be added to the Red Zone Checklist at any time as necessary.

1.8.2 Meetings

a. Conduct regular Red Zone Meetings beginning at approximately 75 percent project completion, or three to six months prior to Beneficial Occupancy Date (BOD), whichever comes first.

b. The Contracting Officer will establish the frequency of the meetings, which is expected to increase as the project completion draws nearer. At the beginning, Red Zone meetings may be every two weeks then increase to weekly towards the final month of the project.

c. Using the Red Zone Checklist as a Plan of Action and Milestones (POAM) and basis for discussion, review upcoming critical activities and strategies to ensure work is completed on time.

d. During the Red Zone Meetings discuss with the COTR any upcoming activities that require Government involvement.

e. Maintain the Red Zone Checklist by documenting the actual completion

dates as work is completed and update the Red Zone Checklist with revised planned completion dates as necessary to match progress. Distribute copies of the current Red Zone Checklist to attendees at each Red Zone Meeting.

1.9 PARTNERING

To most effectively accomplish this Contract, the Contractor and Government must form a cohesive partnership with the common goal of drawing on the strength of each organization in an effort to achieve a successful project without safety mishaps, conforming to the Contract, within budget and on schedule. The partnering team must consist of personnel from both the Government and Contractor including project level and corporate level leadership positions. Key Personnel from the supported command, end user, Contractor, key subcontractors and the Designer of Record (DOR) (regardless of whether the contract is a design-build or a design-bid-build) are required to participate in the Partnering process.1.9.1 Facilitated (Formal) Partnering

a. Within 35 calendar days after award and prior to the start of work, host a Formal Partnering session with key personnel from the project team including both Contractor and Government personnel. All costs associated with the Partnering session including the third-party independent Facilitator Consultant, meeting room and other incidental items are the responsibility of the Contractor.

b. Before the Facilitated (Formal) Partnering session, coordinate with the Facilitator all requirements for incidental items (such as audio-visual equipment, easels, flipchart paper, colored markers, note pads, pens/pencils, colored flash cards) and have these items available at the Partnering session. Provide copies of any documents required for distribution to all attendees. Participants will bear their own costs for meals, lodging and transportation associated with Partnering.

c. The Initial Partnering Session must be a duration of one day and be held at a location off base as agreed to by the Contracting Officer. Partnering session may take place concurrently with the Pre-Construction Meeting.

d. Facilitator must be experienced in conducting corporate Partnering sessions and must be a third-party independent facilitating consultant - not an employee of the Contractor. The Facilitator is responsible for leading all aspects of the Partnering session necessary to achieve the Partnering goal.

e. An outcome of the Partnering session must be an escalation matrix agreed upon by both the Government and Contractor, which identifies key Government and Contractor decision makers by name and anticipated decision durations.

f. Host follow-on Partnering Sessions at three- to six-month intervals or more frequently if needed and lasting generally a half day or less. Attendees need only be those required to resolve current issues. The same Facilitator used in the Initial Partnering session must lead the follow-on sessions unless an alternative is permitted by the Contractor Officer. All costs associated with follow-on Partnering sessions are the responsibility of the Contractor.

1.10 MOBILIZATION

Mobilize to the jobsite within 60 calendar days after contract award. Mobilize is defined as having equipment AND having a physical presence of at least one person from the contractor's team on the jobsite.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 31 23.13 20

ELECTRONIC CONSTRUCTION AND FACILITY SUPPORT CONTRACT MANAGEMENT SYSTEM (eCMS)

08/23, CHG 1: 02/24

PART 1 GENERAL

1.1 CONTRACT ADMINISTRATION

Utilize the Naval Facilities Engineering Systems Command's (NAVFAC's) Electronic Construction and Facility Support Contract Management System (eCMS) for the transfer, sharing, and management of electronic technical submittals and documents. The web-based eCMS is the designated means of transferring technical documents between the Contractor and the Government. Paper media or email submission, including originals or copies, of the documents are not permitted unless identified within the contract.

All government contracting specialist/officer, legal, and command communications will remain the same.

1.2 USER PRIVILEGES

The Contractor's key staff may be provided access to eCMS. Contact the COR for eCMS account access. Project roles and system roles will be established to control each user's menu, application, and software privileges, including the ability to create, edit, or delete objects. Additional project roles may be assigned for workflow. The COR makes the final decision on roles for the project. User's ability to view, edit documents may be lowered at the discretion of the COR.

Only one eCMS user account is required regardless of the number of user's projects. Notify the COR within seven calendar days if a contractor user is no longer associated with company or project so they can remove them from any open record and inactivate them from the project.

1.2.1 eCMS Subcontractor Users

If the contractor's user is a subcontractor, the subcontractor must be registered under the name of their company and email. For example it is common for contractors to contract Quality Control Managers. The QC Manager's account should be under their company's name and email reducing the number of eCMS accounts required.

1.2.2 Users with Multiple Roles

Users may have multiple roles associated with their account within eCMS. Roles are used in workflow. When a user is added to the project, they will be assigned the default role when the user was created. Contact the COR to change or add roles to the user for the project.

1.2.3 Loss of Privilege

Users may lose privilege to access eCMS at the discretion of the Contracting Officer. The eCMS is a collaborative system that allows flexibility of use and does not restrict all inappropriate user actions. User activities are logged into eCMS in visible and background data

collection. Users found to use eCMS in an inappropriate action may have their eCMS access revoked. Examples include, but not limited to, fraudulent representations, sharing user accounts with others, and changing approved records without the consent of the COR. Depending on the severity of the infraction, the users can lose eCMS access for a period of time, permanently for the project, or lose eCMS access for any project. The contractor may appeal the suspension in writing to the contracting officer within 14 calendar days of notice. The appeal must identify the infraction, supporting information, and steps to ensure the infraction will not happen in the future.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" classification. Submittals not having a "G" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

List of Contractor's Personnel; G

For Division 1 government approved Pre-Construction submittals, combine into a single Pre-Construction Submittal Package. Annotated with SD Type of SD-01. Pre-Construction submittal package approval date will be used as a KPI.

1.4 SYSTEM REQUIREMENTS AND CONNECTIVITY

1.4.1 General

NAVFAC eCMS requires a web-browser (platform-neutral) and Internet connection. For best results, recommend using browser in InPrivate/Incognito mode; Internet speeds greater than 40mbps when uploading files, computers with high RAM and Solid State Drives, "White List" eCMS website, Zip or Split files for better uploading. Non-NAVFAC Users are not to use VPN when using eCMS per NAVFAC IT.

The use of eCMS is required by the Contractor and all associated costs and time necessary to utilize eCMS will be borne by the Contractor with no allowance for time extensions and at no additional cost to the government.

1.4.2 Contractor Personnel List

Within 20 calendar days of contract award, provide to the Contracting Officer a list of Contractor's personnel who will have the responsibility for the transfer, sharing and management of electronic submittals, RFIs, daily reports, and other files and will require access to the eCMS. Project personnel roles which must be filled as applicable in the eCMS, include, at a minimum, the Contractor's Project Manager (KTR-PM), Superintendent (KTSUPT), Quality Control (QC) Manager (KTR-QC), Principal (KTR-PRIN), and Site Safety and Health Officer (KTR-SSHO). Notify the COR immediately of any personnel changes to the project. The Contracting Officer reserves the right to perform a security check on all potential users.

Provide the following information:

Company Name

Name (First, Last)

Email Address

Project Role (CQM, SSHO, Superintendent, CM, PM, Principal)

Existing or New eCMS User

1.5 SECURITY CLASSIFICATION

In accordance with Department of Navy guidance, all military construction contract data are unclassified, unless specified otherwise by a properly designated Original Classification Authority (OCA) and in accordance with an established Security Classification Guide (SCG). Refer to the project's OCA when questions arise about the proper classification of information.

In conformance with the Freedom of Information Act (FOIA), DoD INSTRUCTION 5200.48 CONTROLLED UNCLASSIFIED INFORMATION (CUI), and DoD requirements, any unclassified project documentation uploaded into the eCMS must be designated either "U - UNCLASSIFIED" (U) or "CUI - CONTROLLED UNCLASSIFIED INFORMATION" (CUI).NAVFAC eCMS must only be used for the transaction of unclassified information associated with construction projects. Controlled Unclassified Identification (CUI) documents may be loaded into eCMS with the appropriate markings.

1.5.1 Markings on CUI Documents

Contractor's proprietary information, or documents determined by the originator in accordance with CUI guidance, should be marked CUI. Proprietary information not marked CUI can be released under the Freedom of Information Act (FOIA). Apply the appropriate markings before any document is uploaded into eCMS. Markings are not required on Unclassified U documents.

1.6 eCMS UTILIZATION

Establish, maintain, and update data and documentation in the eCMS throughout the duration of the contract.

1.6.1 Restricted Information

Personally Identifiable Information (PII) transmittal such as credit card, driver's license, passport, social security, and payroll number are not permitted in eCMS. Name, address, and email are permitted. Pre-negotiation information such as cost estimates that require formal negotiations are not allowed. For example, proposed changes over the SAP level of $250k require formal negotiations. Cost estimates for LEAN, ULTRA LEAN, and Design Changes under the SAP level are at the discretion of the COR's or Contract Specialist/Officer's direction. The eCMS must only be used for the transaction of unclassified information associated with construction projects. Controlled Unclassified Identification (CUI) documents may be loaded into eCMS with the appropriate markings. Uploading of files directly into the Documents folder is not allowed. All documents must be uploaded using an eCMS module.

1.6.2 Naming Convention for Files

Titles of files uploaded are to be descriptive of the purpose and content of the file. For example RFI_ROOF_Leak.doc or for submittals, SUB_LIGHT_FIXTURE.pdf. Titles of file to be uploaded must only contain uppercase letters, lowercase letters, numbers, hyphens (-), underscores (_) and periods (.). Use of any other characters is not allowed and may create an error. When practicable, adding the record number to the title is desired. For example RFI_XYZ12345_ROOF_Leak.doc. Uploading files with the same title will create a new revision in eCMS. Original revision is Rev 0, the first revision is Rev 1. Uploaded files are to use the default file location regardless of the module used unless directed by the COR.

Table 1 also identifies which eCMS application is to be used in the transmittal of data (these are subject to change based on the latest software configuration).

Table 1 - Project Documentation Types

SUBJECT/NAME	REMARKS	eCMS APPLICATION
As-Built Drawings	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Submittals
Building Information Modeling (BIM)	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Submittals
Construction Permits	Refer to rules of the issuing activity, state or jurisdiction	Submittals
Construction Schedules (Activities and Milestones)		Submittals
Construction Schedules		Submittals
Construction Schedules (3-Week Look ahead)	Import the schedule file into the scheduling application, and select "Approve" to establish a new schedule baseline	Meeting Minutes
DD 1354 Transfer of Real Property	When applicable, required for final billing.	Submittals

SUBJECT/NAME	REMARKS	eCMS APPLICATION
Daily Production Reports	Provide weather conditions, crew size, man-hours, equipment, and materials information	Daily Report
Daily Quality Control (QC) Reports	Provide QC Phase, Definable Features of Work Identify visitors	Daily Report
Designs and Specifications	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Submittals
Environmental Notice of Violation (NOV), Corrective Action Plan	Refer to rules of the issuing activity, state or jurisdiction	Submittals
Environmental Protection Plan (EPP)		Submittals
Invoice (Supporting Documentation)	Applies to supporting documentation only. Invoices are submitted in Wide-Area Workflow (WAWF)	Submittals
Jobsite Documentation, Bulletin Board, Labor Laws, SDS	Redact any PII information when loaded into eCMS	Submittals
Meeting Minutes		Meeting Minutes
Modification Documents	Provide final modification documents for the project. Upload into Modifications RFPs folder	Communications
Operations & Maintenance Support Information (OMSI/eOMSI), Facility Data Worksheet	1. Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager 2. Design reviews will be performed in existing "Dr Checks"	Submittals
Photographs	Subject to base/installation restrictions	Submittals

SUBJECT/NAME	REMARKS	eCMS APPLICATION
QCM Initial Phase Checklists		Meeting Minutes or Checklists
QCM Preparatory Phase Checklists		Meeting Minutes or Checklists
Quality Control Plans		Submittals
QC Certifications		Submittals
QC Punch List		Punch Lists
Red-Zone Checklist		Punch List or Checklists
Rework Items List		Punch Lists
Request for Information (RFI) Post-Award		RFIs
Safety Plan		Submittals
Safety - Activity Hazard Analyses (AHA)		Submittals
Safety - Mishap Reports		Daily Report
Shop Drawings	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Submittals
Storm Water Pollution Prevention (Notice of Intent - Notice of Termination)	Refer to rules of the issuing activity, state or jurisdiction	Submittals
Submittals and Submittal Register		Submittals
Testing Plans, Logs, and Reports		Submittals

SUBJECT/NAME	REMARKS	eCMS APPLICATION
Training/Reference Materials		Submittals
Training Records (Personnel)	Redact any PII information if storing in eCMS	Submittals
Utility Outage/Tie-In Request/Approval		Submittals
Warranties/BOD Letter		Submittals
Quality Assurance Reports		Checklists (Government initiated)
Non-Compliance Notices		Non-Compliance Notices (Government initiated)
Other Government-prepared documents		GOV ONLY
Letters to government contracting, claims, REAs, and other contracting officer communications	eCMS is not the primary tool to use in contracting officer communications. eCMS can only store documents or letters after the submission to the contracting officer is made.	Communications
All Othere Documents	Refer to FOIA guidelines and contact the FOIA official to determine whether exemptions exist	As applicable

1.6.3 RFIs Module

Create contractor RFIs using eCMS RFIs module. The contractor must confirm the numbering convention with the COR if different than eCMS default.

If the government (GOV) Response has "No" Cost or Schedule Impact, this reply is given with the expressed understanding that it does not constitute a basis for any change in the amount or time of subject contract. Information provided in this response does not authorize work not currently included in the contract. If GOV Response is "Yes" or "Potentially" then this response may require a change to the contract. If the contractor disagrees with either the government's No Cost determination or No Schedule impact determination, or both, the contractor has 14 calendar days to notify the COR and Contracting Officer in writing.

1.6.4 Submittals Module

Create contractor submittals using eCMS Submittals module. The contractor must confirm the numbering convention with the COR if different than eCMS default.

1.6.5 Submittal Packages Module

Create submittal packages using the eCMS Submittal Packages module in lieu of or in addition to Related Objects. Submittal Packages track completion of the packaged submittals and is used in NAVFAC HQ's KPIs.

1.6.6 Communications Module

Create communications using the eCMS Communications module. The Communications module is used to create or document communications that are not a part of other eCMS modules. Use of Communications module will memorialize information into an eCMS record file. The following are Types of Communications:

Email

Memo to File

Face to Face

Telephone

Web Collaboration

Photos

Other Documents

Other

Unless directed by the COR, upload documents or files that do not have a corresponding eCMS module. Choose "Photos" Type for Photos and "Other Documents" for all other documents.

1.6.7 Issues Module

Create or respond to issues using the eCMS Issues module. Respond to CPARS issues using the Issues module.

1.6.8 Meeting Minutes Module

Create or respond to Meeting Minutes using the eCMS Meetings module.

Document required contractual meetings. Dates of meetings are used in NAVFAC KPIs. Minimum meetings in eCMS include the following:

Post Award Kickoff (PAK)

Pre-construction (Pre Con)

Initial and Preparatory Three Phases of Control

Quality Control (QC)

1.6.9 Potential Change Items Module

Not used.

1.6.10 Daily Report Module

Create Daily Reports using the eCMS Daily Report Module. The contractor must confirm the numbering convention with the COR if different than eCMS default.

1.6.11 Punchlists Testing Logs (Legacy)

Punchlist Testing Logs is a legacy program that is being replaced by the Punch Lists Module. This module is to be used for reference of past projects. Use the Punch Lists Module for all future work.

1.6.12 Punch Lists Module

The eCMS Punch Lists module is useful more than just for Punchlists. The module includes the capability of batch editing, create items from Optical Character Recognition (OCR) plans, assign tasks and track completion of individual items.

Create the following using the Punch Lists module:

Rework Items List

DFOW List

Punch-Out Inspection

Pre-Final Punchlist Inspection

Final Punchlist Inspection

Testing Logs

1.6.13 FWD UltraLean COAR RFP Module

Not used.

1.6.14 Non-Compliance Notices (NCN) Module

Respond to Non-Compliance Notices listed in the Non-Compliance Notices module.

1.6.15 Checklists

Use Checklist listed in the contractor's eCMS menu and as directed by the COR. Checklists capture data and is used in dashboards and KPIs.

1.6.15.1 Partnering Team Health Survey Checklist

Contractor must use the eCMS checklist to document the partnering team health survey. Partnering Team Health Survey is in accordance with the Partnering Specification of this contract.

1.6.16 Flysheets

Use Flysheets listed in the contractor's eCMS menu, if available, and as directed by the COR. Flysheets allow the contractor to print out information from other systems and upload into eCMS. The eCMS will use OCR to capture the information as data. Flysheets capture data and used in dashboards and KPIs.

1.6.17 eCMS Outage

In the case where eCMS is unavailable for 8 hours or more, paper or email may be used in the interim to maintain project schedule.

Once the system is operational, all final records are required to be recreated using the appropriate module. Subject/title of the record to include the type of record i.e., RFI/Submittal/Daily Report/Communication/Other, the identification number(s), and the statement "Processed Outside of eCMS". Example, "RFI 001 Processed Outside of eCMS".

1.6.18 User Account Activity

NAVFAC eCMS captures user data and activities that are directly related to the user's account. The user agrees through the use of eCMS, their account activities will be captured and can be displayed on eCMS printed reports.

1.7 QUALITY ASSURANCE

Requested Government response dates on Submittals must be in accordance with the terms and conditions of the Contract unless previously agreed by the COR. Requesting response dates earlier than the required review and response time, without concurrence by the Government COR, may be cause for rejection.

Incomplete submittals will be rejected without further review and must be resubmitted. Required Government response dates for resubmittals must reflect the date of resubmittal, not the original submittal date.

All submittals and associated attachments must be transmitted to the Government via the COR. Transmittals are no longer required when using eCMS since approval status is tracked on the submittal. Transmittal forms can be attached to submittals if approved by the COR. Submittals requiring government approval are "Transmitted For" "Approval". Submittals requiring contractor approved submittals, including those designated for Contractor Quality Control approval or Information Only, are "*Transmitted For" "Information Only" in the Submittal Module. Provide and sign the QC certification or approving statement on the attachment per submittal specification section. When Submittal Packages are required, use eCMS Submittal Packages after creating individual submittals. Importing Submittals from the Submittal Register is optional. Contact the COR for the data conversion requirements.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 32 16.00 20

SMALL PROJECT CONSTRUCTION PROGRESS SCHEDULES
08/18, CHG 1: 08/20

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Baseline Construction Schedule; G

Baseline Design Schedule; G

SD-07 Certificates

Monthly Updates

1.2 PRE-CONSTRUCTION SCHEDULE REQUIREMENT

Within 30 calendar days after contract award andPrior to the start of work, prepare and submit to the Contracting Officer a Baseline Design Schedule and Baseline Construction Schedule in the form of a in accordance with the terms in Contract Clause FAR 52.236-15 Schedules for Construction Contracts, except as modified in this contract. The approval of a Baseline Construction Schedule is a condition precedent to:

a. The Contractor starting demolition work or construction stage(s) of the contract.

b. Processing Contractor's invoice(s) for construction activities/items of work.

c. Review of any schedule updates.

Submittal of the Baseline Design and Construction Schedule, and subsequent schedule updates, is understood to be the Contractor's certification that the submitted schedule meets the requirements of the Contract Documents, represents the Contractor's plan on how the work will be accomplished, and accurately reflects the work that has been accomplished and how it was sequenced (as-built logic).

1.3 SCHEDULE FORMAT

1.3.1 Schedule Submittals and Procedures

Submit Schedules and updates in hard copy and on electronic media that is acceptable to the Contracting Officer. Submit an electronic back-up of the project schedule in an import format compatible with the Government's scheduling program.

1.4 SCHEDULE MONTHLY UPDATES

Update the Design and Construction Schedule at monthly intervals or when the schedule has been revised. Keep the updated schedule current, reflecting actual activity progress and plan for completing the remaining work. Submit copies of purchase orders and confirmation of delivery dates as directed by the Contracting Officer.

a. Narrative Report: Identify and justify the following:

(1) Progress made in each area of the project;

(2) Longest Path: Include printed copy on 11 by 17 inch paper, landscape setting;

(3) Date/time constraint(s), other than those required by the contract;

(4) Listing of changes made between the previous schedule and current updated schedule including: added or removed activities, original and remaining durations for activities that have not started, logic (sequence, constraint, lag/lead), milestones, planned sequence of operations, longest path, calendars or calendar assignments, and cost loading.

(5) Any decrease in previously reported activity Earned Amount;

(6) Pending items and status thereof, including permits, changes orders, and time extensions;

(7) Status of Contract Completion Date and interim milestones;

(8) Current and anticipated delays (describe cause of delay and corrective actions(s) and mitigation measures to minimize);

(9) Description of current and future schedule problem areas.

For each entry in the narrative report, cite the respective Activity ID and Activity Name, the date and reason for the change, and description of the change.

1.5 3-WEEK LOOK AHEAD SCHEDULE

Prepare and issue a 3-Week Look Ahead schedule to provide a more detailed day-to-day plan of upcoming work identified on the Construction Schedule. Key the work plans to activity numbers when a NAS is required and update each week to show the planned work for the current and following two-week period. Additionally, include upcoming outages, closures, preparatory meetings, and initial meetings. Identify critical path activities on the Three-Week Look Ahead Schedule. The detail work plans are to be bar chart type schedules, maintained separately from the Construction Schedule on an electronic spreadsheet program and printed on 8-1/2 by 11 inch sheets as directed by the Contracting Officer. Activities must not exceed 5 working days in duration and have sufficient level of detail to assign crews, tools and equipment required to complete the work. Deliver three hard copies and one electronic file of the 3-Week Look Ahead Schedule to the Contracting Officer no later than 8 a.m. each Monday, and review during the weekly CQC Coordination or Production Meeting.

1.6 CORRESPONDENCE AND TEST REPORTS:

Correspondence (e.g., letters, Requests for Information (RFIs), e-mails, meeting minute items, Production and QC Daily Reports, material delivery tickets, photographs) must reference Schedule Activities that are being addressed. Test reports (e.g., concrete, soil compaction, weld, pressure) must reference Schedule Activities that are being addressed.

1.7 ADDITIONAL SCHEDULING REQUIREMENTS

Any references to additional scheduling requirements, including systems to be inspected, tested and commissioned, that are located throughout the remainder of the Contract Documents, are subject to all requirements of this section.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 32 17.00 20

COST-LOADED NETWORK ANALYSIS SCHEDULES (NAS)
11/23, CHG 1: 08/24

PART 1 GENERAL

1.1 DEFINITIONS

The cost-loaded Network Analysis Schedule (NAS) is a tool to manage the project, both for Contractor and Government activities. The NAS is also used to report progress, evaluate time extensions, and provide the basis for progress payments.

For consistency, when scheduling software terminology is used in this section, the terms in Primavera's scheduling programs are used.

1.2 SCHEDULE REQUIREMENTS PRIOR TO THE START OF WORK

1.2.1 Preliminary Scheduling Meeting

Before preparation of the Project Baseline Schedule, and prior to the start of work, meet with the Contracting Officer to discuss the proposed schedule and the requirements of this section.

1.2.2 Project Baseline Schedule

Submit the Baseline NAS at the PreConstruction Meeting. Government review comments on the Contractor's schedule(s) do not relieve the Contractor from compliance with requirements of the Contract Documents. Only bonds and the required Preliminary Scheduling Meeting may be recorded as complete prior to acceptance of the Baseline NAS. The acceptance of a Baseline NAS is a condition precedent to:

a. The Contractor starting demolition work or construction stage(s) of the contract.

b. Processing Contractor's invoices(s) for construction activities/items of work.

c. Review of any schedule updates.

Submittal of the Baseline NAS, and subsequent schedule updates is understood to be the Contractor's certification that the submitted schedule meets the requirements of the Contract Documents, represents the Contractor's plan on how the work will be accomplished, and accurately reflects the work that has been accomplished and how it was sequenced (as-built logic.

1.3 THREE-WEEK LOOK AHEAD SCHEDULE

1.3.1 Weekly CQC Coordination and Production Meeting

Deliver three hard copies and one electronic file of the 3-Week Look Ahead Schedule to the Contracting Officer no later than 8 a.m. each Monday, for review during the weekly QC Coordination or Production Meeting.

1.3.2 Look Ahead Schedule Requirements

Prepare and issue a 3-Week Look Ahead schedule to provide a more detailed day-to-day plan of upcoming work identified on the Project Network Analysis Schedule. Requirements include:

a. Key the work plans mapped to NAS activity numbers and update each week to show the planned work for the current and following two-week period.

b. Include upcoming outages, closures, field evaluation tests, preparatory meetings, and initial meetings.

c. Identify critical path activies on the Three-Week Look Ahead Schedule.

d. The detail work plans are to be bar chart type schedules, derived from but maintained separately from the Project NAS on an electronic spreadsheet program and printed on 8-1/2 by 11 inch sheets as directed by the Contracting Officer.

e. Activities must not exceed 5 working days in duration and have sufficient level of detail to assign crews, tools and equipment required to complete the work.

1.4 MONTHLY NETWORK ANALYSIS

1.4.1 Monthly Network Analysis Updates

Meet with Government representatives at monthly intervals to review and agree on the information presented in the updated project schedule. The submission of an acceptable, updated schedule to the Government is a condition precedent to the processing of the Contractor's invoice. Submit an acceptable, updated schedule to the Government regardless of whether a Contractor's invoice is submitted for the given period. The Contractor and Government must consent to agree on unit quantities of work completed equating to a percentage of payment for each activity progressed during the update period. Monthly update schedules must incorporate as-built events as they occurred and provide ongoing status of anticipated finish dates. As-built events must correspond to contemporaneous records including but not limited to submittals, daily production reports and quality control reports.

Provide the following with each Schedule submittal:

a. Time-Scaled Logic Diagram.

b. Reports listed in paragraph REQUIRED TABULAR REPORTS.

c. Data disks containing the project schedule. Include the back-up native .xer program files.

1.5 CORRESPONDENCE AND TEST REPORTS

Reference Schedule activity IDs that are being addressed in each correspondence (e.g., letters, Requests for Information (RFIs), e-mails, meeting minute items, Production and QC Daily Reports, material delivery tickets, photographs) and test report (e.g., concrete, soil compaction, weld, pressure).

1.6 ADDITIONAL SCHEDULING REQUIREMENTS

References to additional scheduling requirements, including systems to be inspected, tested and commissioned, that are located throughout the remainder of the Contract Documents, are subject to the requirements of this section.

1.7 SUBMITTALS

Government approval/acceptance is required for submittals with a "G" classification. Submittals not having a "G" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Baseline NAS; G

Designated Project Scheduler; G

SD-07 Certificates

Monthly Network Analysis Updates; G

SD-11 Closeout Submittals

As-Built Schedule; G

1.8 SOFTWARE

Prepare and maintain project schedules using Primavera P6 software in a version compatible with Government's current version. Importing data into P6 using data conversion techniques or third party software is cause for rejection of the submitted schedule.

1.9 DESIGNATED PROJECT SCHEDULER

Submit to the Contracting Officer for approval an individual who will serve as the Designated Project Scheduler. Include a copy of the candidate's resume with qualifications. The Contracting Officer may remove the Designated Project Scheduler, and require replacement, if the scheduler does not effectively fulfill their duties in accordance with the contract requirements. Payment request will not be processed without an approved Designated Project Scheduler.

1.9.1 Qualifications

The Designated Project Scheduler must have prepared and maintained at least three previous construction schedules, of similar size and complexity to this contract, using Primavera P6.

1.9.2 Duties

Duties of the Designated Project Scheduler:

a. Prepare Baseline NAS.

b. Prepare monthly schedule updates.

c. Prepare tabular reports.

d. Prepare Time Impact Analysis (TIA) as necessary.

e. Provide certification that NAS and TIA submittals conform to the contract requirements.

f. Participate with the Prime Contractor and Government Representative in a monthly meeting at the job site in-person, and scheduled with sufficient time to support the Monthly Network Analysis Updates process, to discuss project status, schedule updates, critical activities, potential delays, and contract modifications impacting the schedule.

1.10 NETWORK SYSTEM FORMAT

The system must include time-scaled logic diagrams and specified reports.

Prepare the schedule in accordance with the following Primavera P6 settings and parameters. Deviation from these settings and parameters, without prior consent of the Contracting Officer, is cause for rejection of schedule submission.

1.10.1 Schedule Activity Properties and Level of Detail

1.10.1.1 Activity Identification and Organization

a. Identify construction activities planned for the project and other activities that could impact project completion if delayed in the NAS.

b. Each activity must have a unique name.

c. Identify administrative type activity/milestones, including all pre-construction submittal and permit requirements prior to demolition or construction stage.

d. Include times for procurement, Contractor quality control and construction, acceptance testing and training in the schedule.

e. Include the Government approval time required for the submittals that require Government Approval prior to construction, as indicated in Section 01 33 00 SUBMITTAL PROCEDURES.

f. Create separate activities for each Phase, Area, Floor Level and Location the activity is occurring.

g. Do not use construction category activity to represent non-work type reference (e.g., Serial Letter, Request for Information) in NAS. Place Non-work reference within the P6 activity details notebook.

Activity categories included in the schedule are specified below.

1.10.1.2 Activity Logic

a. With the exception of the Contract Award and Contract Completion Date

(CCD) milestone activities, activity must not be open-ended; each activity must have at least one predecessor and at least one successor.

b. Activities must not have open start or open finish (dangling) logic.

c. Do not use lead or lag logic without Contracting Officer prior approval.

d. Minimize redundant logic ties.

e. Once an activity exists on the schedule it must not be deleted or renamed to change the scope of the activity and must not be removed from the schedule logic without approval from the Contracting Officer.

(1) While an activity cannot be deleted, where said activity is no longer applicable to the schedule, but must remain within the logic stream for historical record, change the activity original and remaining duration to zero and clearly label "(NO LONGER REQUIRED)" after the activity name. Actual finish date for activity that falls behind the data date. Redistribute accordingly any remaining budget associated with that activity, to other remaining appropriate activity.

(2) Document any such change in the activities' "Notebook," including a date and explanation for the change.

(3) The ID number for a "NO LONGER REQUIRED" activity must not be re-used for another activity.

1.10.1.3 Longest Path Activity Baseline Limitation

For P6 settings, critical activities are defined as being on the Longest Path. Longest Path (Critical) Activities must not make up more than 20 percent of all activity within the Construction Baseline Schedule.

1.10.1.4 Assigned Calendars

All NAS activity must be assigned calendars that reflect required and anticipated non-work days.

1.10.1.5 Activity Categories

1.10.1.5.1 Pre-construction Activities

Examples of pre-construction activities include, but are not limited to, bond approval, permits, pre-construction submittals and approvals. Include pre-construction activities that are required to be completed prior to the Contractor starting the demolition or construction stage of work.

1.10.1.5.2 Procurement Activities

Examples of procurement activities include, but are not limited to: Material/equipment submittal preparation, submittal and approval of material/equipment; material/equipment fabrication and delivery, and material/equipment on-site. As a minimum, separate procurement activities must be provided for critical items, long lead items, items requiring Government approval and material/equipment procurement for which payment will be requested in advance of installation. Show each delivery with

relationship tie to the Construction Activity specifically for the delivery.

1.10.1.5.3 Government Activities

Government and other agency activities that could impact progress must be clearly identified. Government activities include, but are not limited to; Government approved submittal reviews, Government conducted inspections/tests, environmental permit approvals by State regulators, utility outages, and delivery of Government Furnished Material/Equipment.

1.10.1.5.4 Construction Quality Management (CQM) Activities

The Preparatory and Initial Phase meetings for each Definable Feature of Work identified in the Contractor's Quality Control Plan must be included in the Three-Week Look Ahead Schedule. Preparatory and Initial phase meetings are not required in the NAS, but can be represented by a start milestone linked to successor parent Construction Activity. The Follow-up Phase must be represented by the Construction Activities themselves in the NAS.

1.10.1.5.5 Construction Activities

On-site construction activities that are the responsibility of the Contractor or Contractor's subcontractors must not have a duration in excess of 20 working days without prior approval by the Contracting Officer. Contractor activities must be driven by calendars that reflect Saturdays, Sundays and all Federal Holidays as non-work days, unless otherwise defined in this contract. Federal Holidays are as defined in 5 USC 6103.

1.10.1.5.6 Turnover and Closeout Activities

Include activities or milestones for items on the NAVFAC Red Zone Checklist/POAM that are applicable to this project. As a minimum, include required Contractor testing, required Government acceptance inspections on equipment, Pre-Final Inspection, Punch List Completion, Final Inspection and Acceptance. Add an unconstrained start milestone for the initial NAVFAC Red Zone - Facility Turnover Planning Meeting at approximately 75 percent construction contract completion or six months prior to Contract Completion Date (CCD), whichever is sooner. Include a separate NAVFAC Red Zone - Facility Turnover Planning Meeting Milestone for each phase if the contract requires construction to be completed in phases.

1.10.1.5.7 Commissioning Activities

Include in the baseline schedule activities and milestones associated with Commissioning.

a. Identify the general area or location(s) of systems for Commissioning Inspection and Testing

b. Incorporate into the baseline schedule time periods for Government submittal review

1.10.1.6 Contract Milestones and Constraints

1.10.1.6.1 Project Start Date Milestones

Include as the first activity on the schedule a start milestone titled, "Contract Award", which must have a Mandatory Start constraint equal to the Contract Award Date.

1.10.1.6.2 NAVFAC Red Zone - Facility Turnover Planning Meeting Milestones

See paragraph TURNOVER AND CLOSEOUT ACTIVITIES above.

1.10.1.6.3 Substantial Completion Milestone

Include an unconstrained finish milestone on the schedule titled "Substantial Completion." Substantial Completion is defined as the point in time the Government would consider the project ready for beneficial occupancy wherein by mutual agreement of the Government and Contractor, Government use of the facility is allowed while construction access continues in order to complete remaining items (e.g., punch list and other close out submittals). Include a separate Substantial Completion Milestone for each phase if the contract requires construction to be completed in phases.

1.10.1.6.4 DD-1354 Finish Milestone

Add unconstrained finish milestone, titled "DD-1354" and scheduled 30 calendar days prior to Substantial Completion, whenever a Form DD-1354 is required in accordance with Section 01 20 00 PRICE AND PAYMENT PROCEDURES. Include a separate DD-1354 Finish Milestone for each phase if the contract requires construction to be completed in phases.

1.10.1.6.5 Projected Completion Milestone

Include an unconstrained finish milestone on the schedule titled "Projected Completion." Projected Completion is defined as the point in time all contract requirements are complete and verified by the Government with a successful Final Inspection in accordance with Section 01 45 00 QUALITY CONTROL. This milestone must have the Contract Completion Date (CCD) milestone as its only successor.

1.10.1.6.6 Contract Completion Date (CCD) Milestone

Last schedule entry must be an unconstrained finish milestone titled "Contract Completion (CCD: DD-MM-YY)." DD-MM-YYYY is the current contract completion date at data date, day-month-year corresponding to P6 Must Finish By Date. NAS milestone updates of Project Completion finish date for longest path must reflect calculated float as positive or negative based on CCD. Calculation of schedule updates must be such that if the finish of the "Projected Completion" milestone falls after the contract completion date, then negative float is calculated on the longest path. If the finish of the "Projected Completion" milestone falls before the contract completion date, the float calculation must reflect positive float on the longest path.

1.10.1.7 Work Breakdown Structure & Activity Code

At a minimum, establish a Work Breakdown Structure (WBS) and provide activity codes identified as follows:

1.10.1.7.1 Work Breakdown Structure (WBS)

Group all activities and milestones within appropriate WBS elements/levels including, at a minimum, the following:

a. Project Milestones:

(1) Management Milestones

(2) Project Administrative Meetings

(3) Permits

b. Pre-Construction Phase:

(1) Submittals and Reviews

(2) Procurement

(3) Mobilization

c. Construction Phase: Create multiple elements/levels in accordance with project specific definable features of work including in WBS descending order as follows:

(1) General Area

(a) Type of Work Item

1. Location

d. Project Closeout: Include activity items such as, but not limited to, Punchlist, Demobilization, O&M, As-built Drawings, Training, and As-built NAS.

e. Modifications: Create Conformed and Non-Conformed elements/levels under Modification WBS. Create multiple elements/levels as the project progresses identified by issue and Fragnet placed in Conformed for modifications issued prior data date, or Non-Conformed for issues not modified to contract prior data date.

f. Removed Activity: Activity is "removed" by remaining within logic sequence, eliminating duration and adding "(NO LONGER REQUIRED)" after Activity Name in Activity Table.

1.10.1.7.2 Responsibility Code

Use "RESP" for Activity Code Name. All activities in the project schedule must be identified with the resource for completing the task. Activities must not belong to more than one responsible party.

1.10.1.7.3 Activity Category Code

Use "CAT" for Activity Code Name for the following Project Level activity codes:

a. Assign "PROC" value to Procurement type activity

b. Assign "PRE-CON" value to Pre-construction activity

c. Assign "CONS" value to Construction type activity

d. Assign "TEST" value to dedicated testing type activities

e. Assign "CX" value to dedicated Commissioning type activities

f. Assign "CLOS" value to dedicated Close Out type activity

g. Assign "OTHR" to other activity not otherwise designated

1.10.1.8 Adverse Weather Lost Work Days

Use the National Oceanic and Atmospheric Administration's (NOAA) Summary of Monthly Normals report to obtain the historical average number of days each month with precipitation, using a nominal 30-year, greater than 0.10 inch precipitation amount parameter, as indicated on the Station Report for the NOAA location closest to the project site as the basis for establishing a "Weather Calendar" showing the number of anticipated non-workdays for each month due to adverse weather, in addition to Saturdays, Sundays and all Federal Holidays as non-work days.

Assign the Weather Calendar to any activity that could be impacted by adverse weather. The Contracting Officer will issue a modification in accordance with the contract clauses, giving the Contractor a time only extension for the difference of days between the anticipated and actual adverse weather delay if the number of actual adverse weather delay days exceeds the number of days anticipated for the month in which the delay occurs and the adverse weather delayed activities are on the longest path to contract completion in the period when delay occurred. A lost workday due to weather conditions is defined as a day in which the Contractor cannot work at least 50 percent of the day on the impacted activity.

1.10.1.9 Cost Loading

The Project Network Analysis Schedule (NAS) must be cost-loaded and will provide the basis for progress payments. Alternately, the Contractor may hoose to use the traditional Schedule of Values for progress payments.

1.10.1.9.1 Cost Loading Activities (IF USED)

Assign Material and Equipment Costs, for which payment will be requested in advance of installation, to their respective procurement activity (i.e., the material/equipment on-site activity). Assign cost for material/equipment, paid for after installation; labor; and construction equipment to their respective Construction Activities. Provide breakdown of definable features of work for cost loaded activities comprising Mobilization and De-Mobilization (Lump sum not allowed). The value of commissioning, testing and closeout WBS section may not be less than 10 percent of the total costs for Procurement and Construction Activities. Evenly disperse overhead and profit to each activity over the duration of the project.

1.10.1.9.2 Partial Payment

Breakdown unit of measure and cost must be defined within P6 Activity Detail Expenses for partial payment of any cost loaded activity. Lump sum cost loaded activity will not be partially paid.

1.10.2 Schedule Software Settings and Restrictions

a. Activity Constraints: Date/time constraint(s), other than those required by the contract, are not allowed unless accepted by the Contracting Officer. Identify any constraints proposed and provide an explanation for the purpose of the constraint in the Narrative Report as described in paragraph REQUIRED TABULAR REPORTS.

b. Default Progress Data Disallowed: Actual Start and Actual dates on the CPM schedule must correspond with activity dates reported on the Contractor Quality Control and Production Reports.

c. At a minimum, include the following settings and parameters in P6 Schedule preparation:

(1) General: Define or establish Calendars and Activity Codes at the "Project" level, not the "Global" level.

(2) Admin Drop-Down Menu, Admin Preferences, Time Periods Tab:

(a) Set time periods for P6 to 8.0 Hours/Day, 40.0 Hours/Week, 172.0 Hours/Month and 2000.0 Hours/Year.

(b) Use assigned calendar to specify the number of work hours for each time period: Must be checked.

(3) Admin Drop-Down Menu, Admin Preferences, Earned Value Tab:

(a) Technique for computing performance percent complete: Use "Activity percent Complete"

(b) Technique for computing Estimate to Complete: Use "PF = 1".

(c) Earned Value Calculation: Use "Budgeted values with current dates".

(4) Project Level, Dates Tab:

(a) Set "Must Finish By" date to "Contract Completion Date", and set "Must Finish By" time to 05:00pm.

(5) Project Level, Defaults Tab:

(a) Duration Type: Set to "Fixed Duration & Units".

(b) Percent Complete Type: Set to "Physical".

(c) Activity Type: Set to "Task Dependent".

(d) Calendar: Set to "Standard 5 Day Workweek". Calendar must reflect Saturday, Sunday and all Federal holidays as non-work days. Alternative calendars may be used with Contracting Officer approval.

(6) Project Level, Calculations Tab:

(a) Default Price/Unit for activities without resource or role

Price/Units: Set to "$1/h".

(b) Activity percent complete based on activity steps: Must be Checked.

(c) Link Budget and At Completion for not started activities: Must be Checked.

(d) Reset Remaining Duration and Units to Original: Must be Selected.

(e) Subtract Actual from At Completion: Must be Selected.

(f) Recalculate Actual units and Cost when duration percent complete changes: Must be Checked.

(g) Update units when costs change on resource assignments: Must be Unchecked.

(h) Link Actual to Date and Actual This Period Units and Cost: Must be Checked.

(7) Project Level, Settings Tab:

(a) Define Critical Activities: Check "Longest Path".

(8) Work Breakdown Structure Level, Earned Value Tab:

(a) Technique for Computing Performance Percent Complete: "Activity percent complete" is selected.

(b) Technique for Computing Estimate to Complete (ETC): "PF = 1" is selected.

1.10.3 Required Tabular Reports

Include the following reports with the Baseline, Monthly Update and any other required schedule submittals:

a. Log Report: P6 Scheduling/Leveling Report.

b. Narrative Report: Identify and justify:

(1) Progress made in each area of the project;

(2) Longest Path;

(3) Date/time constraint(s), other than those required by the contract

(4) Listing of all changes made between the previous schedule and current updated schedule include: added or deleted activities, original and remaining durations for activities that have not started, logic (sequence constraint lag/lead), milestones, planned sequence of operations, longest path, calendars or calendar assignments, and cost loading;

(5) Any decrease in previously reported activity Earned Amount;

(6) Pending items and status thereof, including permits, changes orders, and time extensions;

(7) Status of Contract Completion Date and interim milestones;

(8) Current and anticipated delays listing Activity Names and IDs for impacted activities(describe cause of delay and corrective actions(s) and mitigation measures to minimize);

(9) Description of current and potential future schedule problem areas.

c. Each entry in the narrative report must cite the respective Activity ID and Activity Name, the date and reason for the change, and description of the change.

d. Earned Value Report: Derive from and correspond to P6 cost loaded schedule. List all activities having a budget amount cost loaded. Compile total earnings on the project from notice to proceed to current progress payment request. Show current budget, previous physical percent complete, to-date physical percent complete, previous earned value, to-date earned value, cost this period and cost to complete on the report for each activity.

1.11 CONTRACT MODIFICATION

1.11.1 Time Impact Analysis (TIA)

Submit a Time Impact Analysis with each cost and time proposal for a proposed change. TIA must illustrate the influence of each change or delay on the Contract Completion Date or milestones. No time extensions will be granted nor delay damages paid unless a delay occurs which consumes all available Project Float, impacts the longest path, and extends the Projected Completion beyond the Contract Completion Date.

a. Each TIA must be in both narrative and schedule form. The narrative must define the scope and conditions of the change; provide start and finish dates of impact, successor and predecessor activity to impact period, responsible party; describe how it originated, and how it impacts the schedule. The schedule submission must consist of three native files:

(1) Fragnet used to define the scope of the changed condition

(2) Most recent accepted schedule update as of the time of the impact start date. Update this schedule to show all activity progress as of the time of the impact start date. The impact start date is identified as the time when an existing activity is impeded for either starting or finishing.

(3) The impacted schedule that has the Fragnet inserted in the updated schedule and the schedule "run" so that the new completion date is determined.

b. For claimed as-built project delay, the inserted Fragnet TIA method must be modified to account for as-built events known to occur after the data date of schedule update used.

c. All TIAs must include any mitigation, and must determine the apportionment of the overall delay assignable to each individual delay. Apportionment must provide identification of delay type and classification of delay by compensable and non-compensable events. The associated narrative must clearly describe analysis methodology used, and the findings in a chronological listing beginning with the earliest delay event.

(1) Identify and classify types of delay defined as follows:

(a) Force majeure delay (e.g., weather delay): Any delay event caused by something or someone other than the Government or the Contractor, or the risk of which has not been assigned solely to the Government or the Contractor. If the force majeure delay is on the longest path, in absence of other types of concurrent delays, the Contractor is granted an extension of contract time, classified as a non-compensable event.

(b) A Contractor-delay: Any delay event caused by the Contractor, or the risk of which has been assigned solely to the Contractor. If the contractor-delay is on the longest path, in absence of other types of concurrent delays, Contractor is not granted extension of contract time, and classified as a non-compensable event. Where absent other types of delays, and having impact to project completion, Contractor must provide to Contracting Officer a Corrective Action Plan identifying plan to mitigate delay.

(c) A Government-delay: Any delay event caused by the Government, or the risk of which has been assigned solely to the Government. If the Government-delay is on the longest path, in absence of other types of concurrent delays, the Contractor is granted an extension of contract time, and classified as a compensable event.

(2) Functional concurrency must be used to analyze concurrent delays, where: separate delay issues delay project completion, do not necessarily occur at same time, rather occur within same monthly schedule update period at minimum, or within same as-built period under review. If a combination of functionally concurrent delay types occurs, it is considered Concurrent Delay, which is defined in the following combinations:

(a) Government-delay concurrent with contractor-delay: excusable time extension, classified non-compensable event.

(b) Government-delay concurrent with force majeure delay: excusable time extension, classified non-compensable event.

(c) Contractor-delay concurrent with force majeure delay: excusable time extension, classified non-compensable event.

(3) Pacing delay reacting to another delay (parent delay) equally or more critical than paced activity must be identified prior to pacing. Contracting Officer will notify Contractor prior to pacing. Contractor must notify Contracting Officer prior to pacing. Notification must include identification of parent delay

issue, estimated parent delay time period, paced activity(s) identity, and pacing reason(s). Pacing Concurrency is defined as follows:

(a) Government-delay concurrent with contractor-pacing: excusable time extension, classified compensable event.

(b) Contractor-delay concurrent with Government-pacing: inexcusable time extension, classified non-compensable event

d. Submit electronic file containing the narrative and the source schedule files used in the time impact analysis.

1.12 PROJECT FLOAT

Project Float is the length of time between the Contractor's Projected Completion Milestone and the Contract Completion Date. Project Float available in the schedule will not be for the exclusive use of either the Government or the Contractor.

The use of Resource Leveling is prohibited. Techniques used for the purpose of artificially adjusting activity durations to consume float and influence longest path are prohibited.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

Contractor Baseline Project Schedule
Review Checklist – May 2023

Checklist items included herein required. Reference COST-LOADED NETWORK ANALYSIS SCHEDULES (NAS)
Specification 01 32 17.00 20 (unless noted otherwise herein)

Project Name: _____ Contract No.: _____
Contractor: _____ Designated Project Scheduler: _____
Primavera Project ID (e.g. BXXX MMYY): _____
Update Schedule Data Date:_____
Modification Up Through _____
Contract Award Date: _____
Current Contract Duration (calendar days): _____
Current Contract Completion Date (CCD): _____Anticipated Project Completion Date (PCD): _____ (_____d TF)
Current Interim or Phased Completion Contract Dates (if specified): _____
Current Total Contract Award: $ _____ Value of Completed Performance: $_____ (_____%)

I ___(Name)_____, Designated Project Scheduler certify checklist accurately completed, and update schedule:
Accurately represents; Contractor's plan of how work will be accomplished as of data date.
Will be used to plan and track progress up to next schedule update,
and is Contract compliant.

Designated Project Scheduler certification signature: _____ Dated_____

ITM	DESCRIPTION	Y	N *	NA
Reports Submitted				
0	Preliminary Scheduling Meeting (PSM) Agenda – copy of completed of PSM intended mutual understanding (Sections 15 thru 17 of Meeting Guide)			
1	NAS 11x17 PDF Baseline Schedule			
2	P6 xer native file, version match or earlier than NAVFAC			
3	P6-created Scheduling Log Report			
4	Narrative Report			
5	Earned Value Report			
6	Schedule Variance Control (SVC) Diagram *"Cash Flow S-Curves"*			
7	NAS 11x17 PDF Longest Path next 60d			
8	KTR Baseline Project Schedule Review Checklist, Complete & Accurate			
8A	KTR Baseline Project Schedule General Commissioning/HVAC Review Checklist – if UFGS 23 09 00 and/or UFGS 23 05 93 are incorporated into the project			
9	Screen Shot of Time Periods established in P6 – see Checklist Item 45			
Software				
10	Oracle Primavera P6 software was used to create schedule			
GENERAL SCHEDULE INFORMATION (Reference P6 Scheduling/Leveling Report)				
11	Run P6 Schedule function prior to exporting project			
12	Verify/Remove POBS from P6 export file prior to submission			
13	Data Date matches Contract Award Date			

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
14	Have discussed/agreed w/ GOV that the Substantial Completion Milestone (SCD) is commensurate to the Beneficial Occupancy Date (BOD) and resides in appropriate sequence of work activity required to be complete prior to BOD			
15	The Projected Completion Milestone (PCD) finish date is on or before the Must Finish By date which is the Contract Completion Date (CCD)			
	P6-CREATED SCHEDULE LOG REPORT (CHECKLIST ITEMS 16-22 BELOW)			
16	Retained Logic is used when scheduling progressed activities			
17	Critical activities defined as Longest Path			
18	No activities have started or are in progress - possible exception of Bond payment			
19	All Constraints are Contractually defined – As Late as Possible or other "Soft Constraints" are NOT allowed. CCD is to be unconstrained since the Must Finish By (Checklist Items 22 & 23) acts as a constraint on the entire project			
20	The only activity/milestone without predecessor(s) is the Contract Award Date start milestone			
21	The only activity/milestone without successor(s) is the Contract Completion Date (CCD) finish milestone			
22	Longest Path Activity Baseline % Limitation is compliant – [bracketed option (the "default" percentage is 30%)]			
PROJECT REQUIREMENTS AND SETTINGS				
Schedule Dates (P6 Projects window – Dates tab)				
23	The project Must Finish By date is set to the current CCD			
24	The Must Finish By Time is set to 5pm			
Defaults – for any added activities in the future (P6 Projects window – Defaults tab)				
25	Duration Type is set to **Fixed Duration & Units**			
26	Percent Complete Type is set to **Physical**			
27	Activity Type is set to **Task Dependent**			
28	The default Project Calendar is used that was discussed, determined and mutually agreed upon at the required Preliminary Scheduling Meeting			
Settings - for Activities already present in the schedule				
29	Activity Type is set to **Task Dependent** for **ALL** activities – **Level of Effort** Activity Type is **NOT** allowed			
30	Duration Type is set to **Fixed Duration & Units** for **ALL** activities			
31	Percent Complete Type is set to **Physical** for **ALL** activities			
	(Note: Items 29 through 31 above will be checked by NAVFAC using a filter for each)			

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
Calculations (P6 Projects window – Calculations tab)				
32	Price/Unit is set to $1/h			
33	Activity percent complete based on activity steps is checked			
34	Link budget and at completion for not started activities is checked			
35	Reset Remaining Duration and Units to Original is selected			
36	Subtract Actual from At Completion is selected			
37	Recalculate Actual Units and Cost when duration % complete changes is checked			
38	Update units when costs change on resource assignments is **unchecked**			
39	Link Actual and Actual This Period Units and Cost is checked			
Earned Value - (P6 WBS window – Earned Value tab)				
Technique For Computing Performance Percent Complete				
40	Activity percent complete is selected			
Technique For Computing Estimate To Complete (ETC)				
41	PF = 1 is selected			
Earned Value – (P6 Admin – Admin Preferences – Earned Value tab)				
42	Technique for computing performance percent complete: **"Activity % Complete"** is selected			
43	Technique for computing Estimate to Complete: **"PF – 1"** is selected			
44	**Earned value calculation** – when calculation earned value from a baseline use - **"Budgeted values with current dates**" is selected			
Hours Per Time Period – the following two items are the content of what is required in Checklist Item 9 – Earned Value – (P6 Admin – Admin Preferences – Time Periods tab)				
45	Time periods established in P6 on the computer that the schedule is created and maintained with setting to: 8.0 Hours/Day, 40.0 Hours/Week, 172.0 Hours/Month and 2000.0 Hours/Year. See Checklist Item 9			
46	"*Use assigned calendar to specify the number of work hours for each time period*" is checked			
PROJECT CALENDARS				
Standard Calendars				
47	All project Calendar(s) are defined at the Project-level			
48	All NAS activities must be assigned to one of the Project-level Calendars established for the Project			

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
49	A 5-day workweek calendar is defined, if working 5 days per week, for the project that establishes Saturdays, Sundays and all Federal Holidays as non-work days – or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
50	A 6-day workweek calendar may be defined, if working 6 days per week, for the project. The 6-day workweek calendar establishes Sundays and all Federal Holidays as non-work days - or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
51	A 7-day workweek calendar may be defined for the project. If defined, it establishes Saturdays, Sundays and all Federal Holidays as workdays – or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
52	Calendars outside of normal working hours defined and used only with Contracting Officer prior approval – agreed upon at the required **Preliminary Scheduling Meeting** AND those necessary for "catch-up recovery calendars", short-duration weekend work calendars to get ahead of upcoming weather/other restriction. This can affect the As-Built schedule requirement – Spec section 1.4.2 ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
53	Total work hours/day for all defined calendars is set to 8 ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
54	Calendars are correctly assigned to activities			
Weather Calendars				
55	A Project level Weather Calendar is defined			
56	Anticipated non-work days due to adverse weather are assigned to normal workdays (Not assigned to non-working days)			
57	The required number of anticipated non-work days per month due to adverse weather is used [the source of rainfall data is a Pre-Award NAVFAC decision within a bracketed option of UFGS 01 32 17.00 20]			
58	The Weather Calendar is assigned to **ALL** activities that could be delayed by adverse weather			
59	If the project is in Australia, Diego Garcia, Guam, Hawaii, Japan, Korea or other Pacific Islands, then the Weather Calendars created and updated by NAVFAC Pacific are being used			
Special Calendars				
60	If **UFGS 01 32 17.00 20, Section 1.10.1.9** is incorporated into the project, then Anticipated Restricted Delays Calendars(s) (e.g. Security Calendar, Exclusionary Period Calendar, etc.) are set up properly and comply with **UFGS 01 14 00** – Section 1.5.5 Working Hours, Section 1.5.6 Work Outside Regular Hours and Section 1.5.7 Exclusionary Period			

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
Work Breakdown Structure (WBS)				
61	Required WBS sections established w/ activities & milestones within appropriate WBS elements			
ACTIVITY CODES				
62	Activity Codes are established at the Project Level			
63	As a minimum, Activity Codes identified in the scheduling specification and/or established by the Contracting Officer are defined for the project			
64	Responsibility Codes identifying the names of the prime contractor and all subcontractors responsible for completing the task are defined for each activity in the project. All activities assigned as GOVT responsibility are well defined and have been discussed with the administering FEAD/ROICC/OICC office's project team			
Description and Duration				
65	P6 **Activity Names** adequately define work scope. Each activity should be unique and not require depending on any WBS or activity code breakdowns to identify where the scope of work exists.			
66	No on-site construction activity has a duration greater than 20 working days			
67	Work-in-Place percent complete for partially completed activities are easy to determine/verify. Each activity should be unique and not require depending on any WBS or activity code breakdowns to identify where the scope of work exists.			
Schedule Logic				
68	Lead or lag logic are not used without Contracting Officer prior approval			
69	Activities have no open start or finish (dangling) relationship logic			
70	Redundant relationships ties are minimized to only those determined necessary			
Contract Milestone Activities				
71	Interim or Phased Completion Milestone Activity dates match Contract dates (if specified)			
72	Project Start Date Milestone is shown			
73	Design Completion Milestone *(for all Design Build only)*			
74	Post-Award Kickoff (PAK) Meeting Milestone			
75	Pre-Construction Meeting Milestone – *(for DBB)*			
76	Preconstruction Submittals Finish Milestone			
77	Contractor Mobilization Finish Milestone			
78	NAVFAC Red Zone - Facility Turnover Planning Meeting Milestone(s) is/are shown			
79	Substantial Completion Milestone is shown			
80	DD-1354 Finish Milestone(s) is/are shown			
81	Projected Completion Milestone is shown & assigned to a 7-day Calendar			
82	Contract Completion Date Milestone is shown & assigned to a 7-day Calendar			

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
Activities Assigned Government Responsibility For Completing				
83	Responsibility for completing the activity is correctly assigned to the Government			
84	Durations comply with contract requirements – *for Activities assigned GOVT responsibility*			
	Also, refer to UFGS 01 33 00 and UFGS 01 33 10			
Longest Path				
85	Government activities are placed appropriately within the logic stream			
86	The Longest Path is made up of activities that are expected to drive project completion			
87	The Longest Path shows reasonable work flow and sequencing			
88	There are no time gaps between activities on the Longest Path			
COST LOADING				
89	The total cost budget equals the contract value			
90	Activities that should have a cost budget are cost loaded			
91	Budget $ are equitably spread throughout the Project – Not Artificially Front End Loaded –			
92	Anomalies in monthly and cumulative Budged Cost distribution are explainable			
93	GOVT activities shall have ZERO cost assigned			
94	Value of commissioning, testing & closeout is not less than required percent of Procurement/Construction cost [the required % is a Pre-Award NAVFAC decision within a bracketed option of UFGS 01 32 17.00 20 (the "default" percentage is 10%)]			

* Items marked "N" are non-compliant. KTR must provide separate written correspondence request for specific item variance consideration, and Contracting Officer review and approval to change item to non-contractual "NA" status.

Contractor Monthly Update Schedule
Review Checklist – May 2023

Checklist items included herein required. Reference COST-LOADED NETWORK ANALYSIS SCHEDULES (NAS)
Specification 01 32 17.00 20 (unless noted otherwise herein)

Project Name: _____ Contract No.: _____
Contractor: _____ Designated Project Scheduler: _____
Primavera Project ID (e.g. BXXX MMYY): _____
Update Schedule Data Date:_____
Modification Up Through _____
Contract Award Date: _____
Current Contract Duration (calendar days): _____
Current Contract Completion Date (CCD): _____Anticipated Project Completion Date (PCD): _____ (_____d TF)
Current Interim or Phased Completion Contract Dates (if specified): _____
Current Total Contract Award: $ _____ Value of Completed Performance: $_____ (_____%)

I ___(Name)_____, Designated Project Scheduler certify checklist accurately completed, and update schedule:
Accurately represents; Contractor's plan on how work will be accomplished as of data date, and
How work was accomplished and how it was sequenced (as-built) prior data date.
Will be used to plan and track progress up to next schedule update,
and is Contract compliant.

Designated Project Scheduler certification signature: _____ Dated_____

ITM	DESCRIPTION	Y	N *	NA
Reports Submitted				
0	Monthly Network Analysis Update Meeting			
1	NAS 11x17 PDF Monthly Update			
2	NAS 11x17 PDF Monthly Update compared to Previous Schedule			
3	P6 xer native file, version match or less than GOV			
4	P6 Scheduling Log Report			
5	Narrative Report			
6	Earned Value Report			
7	Schedule Variance Control (SVC) Diagram *"Cash Flow S-Curves"*			
8	NAS 11x17 PDF Longest Path next 60d			
9	KTR Monthly Update Schedule Review Checklist, Complete and Accurate			
10	Screen Shot of Time Periods established in P6			
11	Daily Reported Activity Excel Monthly Summary Report			
Software				
12	Oracle Primavera P6 software was used to create schedule			
GENERAL SCHEDULE INFORMATION				
13	Run P6 Schedule function prior to exporting project			
14	Verify/Remove POBS from P6 export file prior to submission			
15	The Data Date has been updated to reflect current reporting period and is compliant with the agreed upon date of submittal per the Preliminary Scheduling Meeting			
16	As-built work in place; dates, durations, calendars, and sequences are updated to accurately represent activity that occurred prior to the Data Date			

KTR Monthly Update Schedule Review Checklist

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
17	Out-of-sequence activities are eliminated by revising logic relationships to represent actual or revised plan			
18	Any as-built delays are clearly shown in schedule, notified to Contracting Officer and fully described in Narrative Report			
19	Activities have been progressed accurately by manually updating Actual Start, Actual Finish, Physical Percent Complete and Remaining Duration.			
20	Activity Actual Start Date is assigned when work begins on activity with intent to pursue work represented by activity toward substantial completion.			
21	Activity Actual Finish Date assigned when work is substantially complete to point that successor activity(s) may begin.			
22	Scheduled Activity dates, durations and sequence correspond to other related contemporaneous documents (e.g. 3-week Look Ahead Schedule, Contractor's Daily QC and Daily Production Reports, etc).			
23	Activities for all executed modification(s) issued prior to the data date have been incorporated and are consistent with cost loading and fragnet(s) submitted and agreed to if applicable (also include and fully describe in Narrative Report).			
24	If projected completion is after CCD, contractor has identified and explained in Narrative Report.			
25	If projected completion is after CCD, contractor has submitted a delay-mitigation plan or TIA for delays.			
26	There is no progress beyond the data date			
27	Project phasing is current and up to date (if applicable)			
28	Critical activities are defined as those activities on the Longest Path			
29	Retained Logic is used when scheduling progressed activities			
30	All Constraints are Contractually defined			
31	The only activity/milestone without predecessor(s) is the Contract Award Date start milestone			
32	The only activity/milestone without successor(s) is the Contract Completion Date (CCD) finish milestone			
PROJECT REQUIREMENTS AND SETTINGS				
Schedule Dates				
33	The project Must Finish By date is set to the current CCD			
34	The Must Finish By Time is set to 5pm			
Defaults – for any added activities in the future (P6 Projects window – Defaults tab)				
35	Duration Type is set to Fixed Duration & Units			
36	Percent Complete Type is set to **Physical**			
37	Activity Type is set to **Task Dependent**			
38	The default Project Calendar is used that was discussed, determined and mutually agreed upon at the required Preliminary Scheduling Meeting			

KTR Monthly Update Schedule Review Checklist

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
	Settings - for Activities already present in the schedule			
39	Activity Type is set to **Task Dependent** for ALL activities – **Level of Effort** Activity Type is **NOT** allowed.			
40	Duration Type is set to **Fixed Duration & Units** for ALL activities			
41	Percent Complete Type is set to **Physical Percent Complete** for ALL activities			
	(Note: Items 35 through 37 above will be checked by NAVFAC using a filter for each)			
Calculations (P6 Projects window – Calculations tab)				
42	Price/Unit is set to $1/h			
43	Activity percent complete based on activity steps is checked			
44	Link budget and at completion for not started activities is checked			
45	Reset Remaining Duration and Units to Original is selected			
46	Subtract Actual from At Completion is selected			
47	Recalculate Actual Units and Cost when duration % complete changes is checked			
48	Update units when costs change on resource assignments is unchecked			
49	Link Actual and Actual This Period Units and Cost is checked			
Earned Value – (P6 WBS window – Earned Value tab)				
Technique For Computing Performance Percent Complete				
50	Technique for computing performance complete. "Activity % complete is" selected			
Technique For Computing Estimate To Complete (ETC)				
51	PF = 1 is selected			
Earned Value – (P6 Admin – Admin Preferences – Earned Value tab)				
52	Technique for computing performance percent complete: **"Activity % Complete"** is selected			
53	Technique for computing Estimate to Complete: **"PF – 1"** is selected			
54	**Earned value calculation** – when calculation earned value from a baseline use - **"Budgeted values with current dates"** is selected			
Hours Per Time Period – the following two items are the content of what is required in Checklist Item 10 – Earned Value – (P6 Admin- Admin Preferences – Time Periods tab)				
55	Time periods established in P6 on the computer that the schedule is created and maintained with setting to: 8.0 Hours/Day, 40.0 Hours/Week, 172.0 Hours/Month and 2000.0 Hours/Year			
56	"*Use assigned calendar to specify the number of work hours for each time period*" is checked			
Project Calendars				
Standard Calendars				
57	All project Calendar(s) are defined at the Project level			
58	All NAS activities must be assigned to one of the Project-level Calendars established for the Project			
59	A 5-day workweek calendar is defined, if working 5 days per week, for the project that establishes Saturdays, Sundays and all Federal Holidays as non-work days - or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			

KTR Monthly Update Schedule Review Checklist

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
60	A 6-day workweek calendar may be defined, if working 6 days per week, for the project. The 6-day workweek calendar establishes Sundays and all Federal Holidays as non-work days - or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
61	A 7-day workweek calendar may be defined for the project. If defined, it establishes Saturdays, Sundays and all Federal Holidays as workdays – or as agreed upon during the required Preliminary Scheduling Meeting ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
62	Calendars outside of normal working hours defined and used only with Contracting Officer prior approval - Calendars outside of normal working hours defined and used only with Contracting Officer prior approval – agreed upon at the required Preliminary Scheduling Meeting AND those necessary for "catch-up recovery calendars", short-duration weekend work calendars to get ahead of upcoming weather/other restriction. This can affect the As-Built schedule requirement – Spec section 1.4.2 ***(Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
63	Total work hours/day for all defined calendars is set to 8 ***Note: must comply with UFGS 01 14 00 – Section 1.5.5 – Working Hours)***			
64	Calendars are correctly assigned to activities			
	Weather Calendars			
65	A Project level Weather Calendar is defined			
66	Anticipated non-work days due to adverse weather are assigned to normal workdays (Not assigned to non-working days).			
67	The required number of anticipated non-work days per month due to adverse weather is used [the source of rainfall data is a Pre-Award NAVFAC decision within a bracketed option of UFGS 01 32 17.00 20]			
68	The Weather Calendar is assigned to activities that could be delayed by adverse weather			
	Special Calendars			
69	If **UFGS 01 32 17.00 20, Section 1.10.1.9** is incorporated into the project, then Anticipated Restricted Delays Calendars(s) (e.g. Security Calendar, Exclusionary Period Calendar, etc.) are set up properly and comply with **UFGS 01 14 00** – Section 1.5.5 Working Hours, Section 1.5.6 Work Outside Regular Hours and Section 1.5.7 Exclusionary Period			
	Work Breakdown Structure (WBS)			
70	Required WBS sections established w/ activities & milestones within appropriate WBS elements			
ACTIVITY CODES				
71	Activity Codes are established at the Project Level			
72	As a minimum, Activity Codes identified in the scheduling specification and/or established by the Contracting Officer are defined for the project			

KTR Monthly Update Schedule Review Checklist

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
73	Responsibility Codes identifying the names of the prime contractor and all subcontractors responsible for completing the task are defined for each activity in the project. All activities assigned as GOVT responsibility are well defined and have been discussed with the administering FEAD/ROICC/OICC office's project team			
Description and Duration				
74	P6 **Activity Names** adequately define work scope. Each activity should be unique and not require depending on any WBS or activity code breakdowns to identify where the scope of work exists.			
75	No on-site construction activity has a duration greater than 20 working days			
76	Work-in-Place percent complete for partially completed activities are easy to determine/verify			
Schedule Logic				
77	Lead or lag logic are not used without Contracting Officer prior approval			
78	Activities have no open start or finish (dangling) relationship logic			
79	Redundant relationships ties are minimized to only those determined necessary			
Contract Milestone Activities				
80	Interim or Phased Completion Milestone Activity dates match Contract dates (if specified)			
81	Project Start Date Milestone is shown			
82	Design Completion Milestone *(for all Design Build only)*			
83	Post-Award Kickoff (PAK) Meeting Milestone			
84	Pre-Construction Meeting Milestone – *(for DBB)*			
85	Preconstruction Submittals Finish Milestone			
86	Contractor Mobilization Finish Milestone			
87	NAVFAC Red Zone - Facility Turnover Planning Meeting Milestone(s) is/are shown			
88	Substantial Completion Milestone is shown			
89	DD-1354 Finish Milestone(s) is/are shown			
90	Projected Completion Milestone is shown & assigned to a 7-day Calendar			
91	Contract Completion Date Milestone is shown & assigned to a 7-day Calendar			
Activities Assigned Government Responsibility For Completing				
92	Responsibility for completing the activity is correctly assigned to the Government			
93	Durations comply with contract requirements – *for Activities assigned GOVT responsibility*			
	Also, refer to UFGS 01 33 00 and UFGS 01 33 10			
Longest Path				
94	Government activities are placed appropriately within the logic stream			
95	The Longest Path is made up of activities that are expected to drive project completion			
96	The Longest Path shows reasonable work flow and sequencing			
97	There are no time gaps between activities on the Longest Path			

KTR Monthly Update Schedule Review Checklist

Project Name: _____ Primavera Project ID.: _____

ITM	DESCRIPTION	Y	N*	NA
COST LOADING				
98	The total cost budget equals the contract value			
99	Activities that should have a cost budget are cost loaded			
100	Budget $ have not been reallocated without Contractor Officer approval			
101	Anomalies in monthly and cumulative Budged Cost distribution are explainable			
102	GOVT activities shall have ZERO cost assigned			
103	Value of commissioning, testing & closeout is not less than required percent of Procurement/Construction cost [the required % is a Pre-Award NAVFAC decision within a bracketed option of UFGS 01 32 17.00 20 (the "default" percentage is 10%)]			

* Items marked "N" are non-compliant. KTR must provide separate written correspondence request for specific item variance consideration, and Contracting Officer review and approval to change item to non-contractual "NA" status.

SECTION 01 33 00

SUBMITTAL PROCEDURES
08/18, CHG 4: 02/21

PART 1 GENERAL

1.1 DEFINITIONS

1.1.1 Submittal Descriptions (SD)

Submittal requirements are specified in the technical sections. Examples and descriptions of submittals identified by the Submittal Description (SD) numbers and titles follow:

SD-01 Preconstruction Submittals

Submittals that are required prior to or commencing with the start of work on site.

Preconstruction Submittals include schedules and a tabular list of locations, features, and other pertinent information regarding products, materials, equipment, or components to be used in the work.

Certificates Of Insurance

Surety Bonds

List Of Proposed Subcontractors

List Of Proposed Products

Baseline Network Analysis Schedule (NAS)

Submittal Register

Schedule Of Prices Or Earned Value Report

Accident Prevention Plan

Work Plan

Quality Control (QC) plan

Environmental Protection Plan

SD-02 Shop Drawings

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

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

Drawings prepared by or for the Contractor to show how multiple

systems and interdisciplinary work will be coordinated.

SD-03 Product Data

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

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

SD-04 Samples

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

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

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

SD-05 Design Data

Design calculations, mix designs, analyses or other data pertaining to a part of work.

SD-06 Test Reports

Report signed by authorized official of testing laboratory that a material, product or system identical to the material, product or system to be provided has been tested in accord with specified requirements. Unless specified in another section, testing must have been within three years of date of contract award for the project.

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

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

Investigation reports

Daily logs and checklists

Final acceptance test and operational test procedure

SD-07 Certificates

Statements printed on the manufacturer's letterhead and signed by responsible officials of manufacturer of product, system or material

attesting that the product, system, or material meets specification requirements. Must be dated after award of project contract and clearly name the project.

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

Confined space entry permits

Text of posted operating instructions

SD-08 Manufacturer's Instructions

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

SD-10 Operation and Maintenance Data

Data provided by the manufacturer, or the system provider, including manufacturer's help and product line documentation, necessary to maintain and install equipment, for operating and maintenance use by facility personnel.

Data required by operating and maintenance personnel for the safe and efficient operation, maintenance and repair of the item.

Data incorporated in an operations and maintenance manual or control system.

SD-11 Closeout Submittals

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

Submittals required for Guiding Principle Validation (GPV) or Third Party Certification (TPC).

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

1.1.2 Approving Authority

Office or designated person authorized to approve the submittal.

1.1.3 Work

As used in this section, on-site and off-site construction required by contract documents, including labor necessary to produce submittals, construction, materials, products, equipment, and systems incorporated or to be incorporated in such construction. In exception, excludes work to produce SD-01 submittals.

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Submittal Register; G

1.3 SUBMITTAL CLASSIFICATION

1.3.1 Government Approved (G)

Government approval is required for extensions of design, critical materials, variations, equipment whose compatibility with the entire system must be checked, and other items as designated by the Government.

Within the terms of the Contract Clause SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION, submittals are considered to be "shop drawings."

1.3.2 For Information Only

Submittals not requiring Government approval will be for information only. Within the terms of the Contract Clause SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION, they are not considered to be "shop drawings."

1.4 FORWARDING SUBMITTALS REQUIRING GOVERNMENT APPROVAL

As soon as practicable after award of contract, and before procurement or fabrication, forward to the Public Works Department Norfolk, Facilities Engineering and Acquisition Division, Building A-81, First Floor, Room 107, 9324 Virginia Avenue, Norfolk, Virginia, 23511, submittals required in the technical sections of this specification, including shop drawings, product data and samples. In addition, forward a copy of the submittals to the Contracting Officer.

1.4.1 O&M Data

Submit data specified for a given item within 30 calendar days after the item is delivered to the contract site.

In the event the Contractor fails to deliver O&M data within the time limits specified, the Contracting Officer may withhold from progress payments 50 percent of the price of the items to which such O&M data apply.

1.5 PREPARATION

1.5.1 Transmittal Form

Transmit each submittal, except sample installations and sample panels to the office of the approving authority using the transmittal form prescribed by the Contracting Officer. Include all information prescribed by the transmittal form and required in paragraph IDENTIFYING SUBMITTALS. Use the submittal transmittal forms to record actions regarding samples.

1.5.2 Identifying Submittals

The Contractor's Quality Control Manager must prepare, review and stamp submittals, including those provided by a subcontractor, before submittal to the Government.

Identify submittals, except sample installations and sample panels, with the following information permanently adhered to or noted on each separate component of each submittal and noted on transmittal form. Mark each copy of each submittal identically, with the following:

a. Project title and location

b. Construction contract number

c. Dates of the drawings and revisions

d. Name, address, and telephone number of Subcontractor, supplier, manufacturer, and any other Subcontractor associated with the submittal.

e. Section number of the specification by which submittal is required

f. Submittal description (SD) number of each component of submittal

g. For a resubmission, add alphabetic suffix on submittal description, for example, submittal 18 would become 18A, to indicate resubmission

h. Product identification and location in project.

1.5.3 Submittal Format

1.5.3.1 Format of SD-01 Preconstruction Submittals

When the submittal includes a document that is to be used in the project, or is to become part of the project record, other than as a submittal, do not apply the Contractor's approval stamp to the document itself, but to a separate sheet accompanying the document.

Provide data in the unit of measure used in the contract documents.

1.5.3.2 Format for SD-02 Shop Drawings

Provide shop drawings not less than 8 1/2 by 11 inches nor more than 30 by 42 inches, except for full-size patterns or templates. Prepare drawings to accurate size, with scale indicated, unless another form is required. Ensure drawings are suitable for reproduction and of a quality to produce clear, distinct lines and letters, with dark lines on a white background.

a. Include the nameplate data, size, and capacity on drawings. Also include applicable federal, military, industry, and technical society publication references.

b. Dimension drawings, except diagrams and schematic drawings. Prepare drawings demonstrating interface with other trades to scale. Use the same unit of measure for shop drawings as indicated on the contract drawings. Identify materials and products for work shown.

1.5.3.2.1 Drawing Identification

Include on each drawing the drawing title, number, date, and revision numbers and dates, in addition to information required in paragraph IDENTIFYING SUBMITTALS.

Number drawings in a logical sequence. Each drawing is to bear the number of the submittal in a uniform location next to the title block. Place the Government contract number in the margin, immediately below the title block, for each drawing.

Reserve a blank space, no smaller than 1 1/2 inches on the right-hand side of each sheet for the Government disposition stamp.

1.5.3.3 Format of SD-03 Product Data

Present product data submittals for each section. Include a table of contents, listing the page and catalog item numbers for product data.

Indicate, by prominent notation, each product that is being submitted; indicate the specification section number and paragraph number to which it pertains.

1.5.3.3.1 Product Information

Supplement product data with material prepared for the project to satisfy the submittal requirements where product data does not exist. Identify this material as developed specifically for the project, with information and format as required for submission of SD-07 Certificates.

Provide product data in units used in the Contract documents. Where product data are included in preprinted catalogs with another unit, submit the dimensions in contract document units, on a separate sheet.

1.5.3.3.2 Standards

Where equipment or materials are specified to conform to industry or technical-society reference standards of such organizations as the American National Standards Institute (ANSI), ASTM International (ASTM), National Electrical Manufacturer's Association (NEMA), Underwriters Laboratories (UL), or Association of Edison Illuminating Companies (AEIC), submit proof of such compliance. The label or listing by the specified organization will be acceptable evidence of compliance. In lieu of the label or listing, submit a certificate from an independent testing organization, competent to perform testing, and approved by the Contracting Officer. State on the certificate that the item has been tested in accordance with the specified organization's test methods and that the item complies with the specified organization's reference standard.

1.5.3.3.3 Data Submission

Collect required data submittals for each specific material, product, unit of work, or system into a single submittal that is marked for choices, options, and portions applicable to the submittal. Mark each copy of the product data identically. Partial submittals will not be accepted for expedition of the construction effort.

Submit the manufacturer's instructions before installation.

1.5.3.4 Format of SD-04 Samples

1.5.3.4.1 Sample Characteristics

Furnish samples in the following sizes, unless otherwise specified or unless the manufacturer has prepackaged samples of approximately the same size as specified:

a. Sample of Equipment or Device: Full size.

b. Sample of Materials Less Than 2 by 3 inches: Built up to 8 1/2 by 11 inches.

c. Sample of Materials Exceeding 8 1/2 by 11 inches: Cut down to 8 1/2 by 11 inches and adequate to indicate color, texture, and material variations.

d. Sample of Linear Devices or Materials: 10 inch length or length to be supplied, if less than 10 inches. Examples of linear devices or materials are conduit and handrails.

e. Sample Volume of Nonsolid Materials: Pint. Examples of nonsolid materials are sand and paint.

f. Color Selection Samples: 2 by 4 inches. Where samples are specified for selection of color, finish, pattern, or texture, submit the full set of available choices for the material or product specified. Sizes and quantities of samples are to represent their respective standard unit.

g. Sample Panel: 4 by 4 feet.

h. Sample Installation: 100 square feet.

1.5.3.4.2 Sample Incorporation

Reusable Samples: Incorporate returned samples into work only if so specified or indicated. Incorporated samples are to be in undamaged condition at the time of use.

Recording of Sample Installation: Note and preserve the notation of any area constituting a sample installation, but remove the notation at the final clean-up of the project.

1.5.3.4.3 Comparison Sample

Samples Showing Range of Variation: Where variations in color, finish, pattern, or texture are unavoidable due to nature of the materials, submit sets of samples of not less than three units showing extremes and middle of range. Mark each unit to describe its relation to the range of the variation.

When color, texture, or pattern is specified by naming a particular manufacturer and style, include one sample of that manufacturer and style, for comparison.

1.5.3.5 Format of SD-05 Design Data

Provide design data and certificates on 8 1/2 by 11 inch paper.

1.5.3.6 Format of SD-06 Test Reports

By prominent notation, indicate each report in the submittal. Indicate the specification number and paragraph number to which each report pertains.

1.5.3.7 Format of SD-07 Certificates

Provide design data and certificates on 8 1/2 by 11 inch paper.

1.5.3.8 Format of SD-08 Manufacturer's Instructions

Present manufacturer's instructions submittals for each section. Include the manufacturer's name, trade name, place of manufacture, and catalog model or number on product data. Also include applicable federal, military, industry, and technical-society publication references. If supplemental information is needed to clarify the manufacturer's data, submit it as specified for SD-07 Certificates.

Submit the manufacturer's instructions before installation.

1.5.3.8.1 Standards

Where equipment or materials are specified to conform to industry or technical-society reference standards of such organizations as the American National Standards Institute (ANSI), ASTM International (ASTM), National Electrical Manufacturer's Association (NEMA), Underwriters Laboratories (UL), or Association of Edison Illuminating Companies (AEIC), submit proof of such compliance. The label or listing by the specified organization will be acceptable evidence of compliance. In lieu of the label or listing, submit a certificate from an independent testing organization, competent to perform testing, and approved by the Contracting Officer. State on the certificate that the item has been tested in accordance with the specified organization's test methods and that the item complies with the specified organization's reference standard.

1.5.3.9 Format of SD-09 Manufacturer's Field Reports

By prominent notation, indicate each report in the submittal. Indicate the specification number and paragraph number to which each report pertains.

1.5.3.10 Format of SD-10 Operation and Maintenance Data (O&M)

Comply with the requirements specified in Section 01 78 23 OPERATION AND MAINTENANCE DATA for O&M Data format.

1.5.3.11 Format of SD-11 Closeout Submittals

When the submittal includes a document that is to be used in the project or is to become part of the project record, other than as a submittal, do not apply the Contractor's approval stamp to the document itself, but to a separate sheet accompanying the document.

Provide data in the unit of measure used in the contract documents.

1.5.4 Source Drawings for Shop Drawings

1.5.4.1 Source Drawings

The entire set of source drawing files (DWG) will not be provided to the Contractor. Request the specific Drawing Number for the preparation of shop drawings. Only those drawings requested to prepare shop drawings will be provided. These drawings are provided only after award.

1.5.4.2 Terms and Conditions

Data contained on these electronic files must not be used for any purpose other than as a convenience in the preparation of construction data for the referenced project. Any other use or reuse is at the sole risk of the Contractor and without liability or legal exposure to the Government. The Contractor must make no claim, and waives to the fullest extent permitted by law any claim or cause of action of any nature against the Government, its agents, or its subconsultants that may arise out of or in connection with the use of these electronic files. The Contractor must, to the fullest extent permitted by law, indemnify and hold the Government harmless against all damages, liabilities, or costs, including reasonable attorney's fees and defense costs, arising out of or resulting from the use of these electronic files.

These electronic source drawing files are not construction documents. Differences may exist between the source drawing files and the corresponding construction documents. The Government makes no representation regarding the accuracy or completeness of the electronic source drawing files, nor does it make representation to the compatibility of these files with the Contractor hardware or software. The Contractor is responsible for determining if any conflict exists. In the event that a conflict arises between the signed and sealed construction documents prepared by the Government and the furnished source drawing files, the signed and sealed construction documents govern. Use of these source drawing files does not relieve the Contractor of the duty to fully comply with the contract documents, including and without limitation the need to check, confirm and coordinate the work of all contractors for the project. If the Contractor uses, duplicates or modifies these electronic source drawing files for use in producing construction data related to this contract, remove all previous indication of ownership (seals, logos, signatures, initials and dates).

1.6 QUANTITY OF SUBMITTALS

1.6.1 Number of SD-01 Preconstruction Submittal Copies

Unless otherwise specified, submit three sets of administrative submittals.

1.6.2 Number of SD-04 Samples

a. Submit, or one set of samples showing the range of variation, of each required item. One approved sample or set of samples will be retained by the approving authority and one will be returned to the Contractor.

b. Submit one sample panel or provide one sample installation where directed. Include components listed in the technical section or as directed.

c. Submit one sample installation, where directed.

d. Submit one sample of nonsolid materials.

1.7 INFORMATION ONLY SUBMITTALS

Submittals without a "G" designation must be certified by the QC manager and submitted to the Contracting Officer for information-only. Provide information-only submittals to the Contracting Officer a minimum of 14 calendar days prior to the Preparatory Meeting for the associated Definable Feature of Work (DFOW). Approval of the Contracting Officer is not required on information only submittals. The Contracting Officer will mark "receipt acknowledged" on submittals for information and will return only the transmittal cover sheet to the Contractor. Normally, submittals for information only will not be returned. However, the Government reserves the right to return unsatisfactory submittals and require the Contractor to resubmit any item found not to comply with the contract. This does not relieve the Contractor from the obligation to furnish material conforming to the plans and specifications; will not prevent the Contracting Officer from requiring removal and replacement of nonconforming material incorporated in the work; and does not relieve the Contractor of the requirement to furnish samples for testing by the Government laboratory or for check testing by the Government in those instances where the technical specifications so prescribe.

1.8 PROJECT SUBMITTAL REGISTER

A sample Project Submittal Register showing items of equipment and materials for when submittals are required by the specifications is provided as "Attachment A - Submittal Register."

1.8.1 Submittal Management

Prepare and maintain a submittal register, as the work progresses. Do not change data that is output in columns (c), (d), (e), and (f) as delivered by Government; retain data that is output in columns (a), (g), (h), and (i) as approved. As an attachment, provide a submittal register showing items of equipment and materials for which submittals are required by the specifications. This list may not be all-inclusive and additional submittals may be required.

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

Column (d): Lists each submittal description (SD Number. and type, e.g., SD-02 Shop Drawings) required in each specification section.

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

Column (f): Lists the approving authority for each submittal. Thereafter, the Contractor is to track all submittals by maintaining a complete list, including completion of all data columns and all dates on which submittals are received by and returned by the Government.

1.8.2 Preconstruction Use of Submittal Register

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

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

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

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

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

1.8.3 Contractor Use of Submittal Register

Update the following fields with each submittal throughout the contract.

Column (b) Transmittal Number: List of consecutive, Contractor-assigned numbers.

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

Column (l) Date submittal transmitted.

Column (q) Date approval was received.

1.8.4 Approving Authority Use of Submittal Register

Update the following fields:

Column (b) Transmittal Number: List of consecutive, Contractor-assigned numbers.

Column (l) Date submittal was received.

Column (m) through (p) Dates of review actions.

Column (q) Date of return to Contractor.

1.8.5 Action Codes

1.8.5.1 Government Review Action Codes

"A" - "Approved as submitted"

"AN" - "Approved as noted"

"RR" - "Disapproved as submitted"; "Completed"

"NR" - "Not Reviewed"

"RA" - "Receipt Acknowledged"

1.8.6 Delivery of Copies

Submit an updated electronic copy of the submittal register to the Contracting Officer with each invoice request. Provide an updated Submittal Register monthly regardless of whether an invoice is submitted.

1.9 VARIATIONS

Variations from contract requirements require Contracting Officer approval pursuant to contract Clause FAR 52.236-21 Specifications and Drawings for Construction, and will be considered where advantageous to the Government.

1.9.1 Considering Variations

Discussion of variations with the Contracting Officer before submission will help ensure that functional and quality requirements are met and minimize rejections and resubmittals. For variations that include design changes or some material or product substitutions, the Government may require an evaluation and analysis by a licensed professional engineer hired by the contractor.

Specifically point out variations from contract requirements in a transmittal letter. Failure to point out variations may cause the Government to require rejection and removal of such work at no additional cost to the Government.

1.9.2 Warranting that Variations are Compatible

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

1.9.3 Review Schedule Extension

In addition to the normal submittal review period, a period of 14calendar working days will be allowed for the Government to consider submittals with variations.

1.10 SCHEDULING

Schedule and submit concurrently product data and shop drawings covering component items forming a system or items that are interrelated. Submit pertinent certifications at the same time. No delay damages or time extensions will be allowed for time lost in late submittals.

a. Coordinate scheduling, sequencing, preparing, and processing of submittals with performance of work so that work will not be delayed by submittal processing. The Contractor is responsible for additional time required for Government reviews resulting from required resubmittals. The review period for each resubmittal is the same as for the initial submittal.

b. Submittals required by the contract documents are listed on the submittal register. If a submittal is listed in the submittal register but does not pertain to the contract work, the Contractor is to include the submittal in the register and annotate it "N/A" with a brief explanation. Approval by the Contracting Officer does not

relieve the Contractor of supplying submittals required by the contract documents but that have been omitted from the register or marked "N/A."

c. Resubmit the submittal register and annotate it monthly with actual submission and approval dates. When all items on the register have been fully approved, no further resubmittal is required.

Contracting Officer review will be completed within 14 working days after the date of submission.

d. Except as specified otherwise, allow a review period, beginning with receipt by the approving authority, that includes at least 15 working days for submittals for QC manager approval and 20working days for submittals where the Contracting Officer is the approving authority. The period of review for submittals with Contracting Officer approval begins when the Government receives the submittal from the QC organization.

e. For submittals requiring review by a Government fire protection engineer, allow a review period, beginning when the Government receives the submittal from the QC organization, of 30 working days for return of the submittal to the Contractor.

1.10.1 Reviewing, Certifying, and Approving Authority

The QC Manager is responsible for reviewing all submittals and certifying that they are in compliance with contract requirements. The approving authority on submittals is the QC Manager unless otherwise specified. At each "Submittal" paragraph in individual specification sections, a notation "G" following a submittal item indicates that the Contracting Officer is the approving authority for that submittal item. Provide an additional copy of the submittal to the Government Approving authority

1.10.2 Constraints

Conform to provisions of this section, unless explicitly stated otherwise for submittals listed or specified in this contract.

Submit complete submittals for each definable feature of the work. At the same time, submit components of definable features that are interrelated as a system.

When acceptability of a submittal is dependent on conditions, items, or materials included in separate subsequent submittals, the submittal will be returned without review.

Approval of a separate material, product, or component does not imply approval of the assembly in which the item functions.

1.10.3 QC Organization Responsibilities

a. Review submittals for conformance with project design concepts and compliance with contract documents.

b. Process submittals based on the approving authority indicated in the submittal register.

(1) When the QC manager is the approving authority, take appropriate

action on the submittal from the possible actions defined in paragraph APPROVED SUBMITTALS.

(2) When the Contracting Officer is the approving authority or when variation has been proposed, forward the submittal to the Government, along with a certifying statement, or return the submittal marked "not reviewed" or "revise and resubmit" as appropriate. The QC organization's review of the submittal determines the appropriate action.

c. Ensure that material is clearly legible.

d. Stamp each sheet of each submittal with a QC certifying statement or an approving statement, except that data submitted in a bound volume or on one sheet printed on two sides may be stamped on the front of the first sheet only.

(1) When the approving authority is the Contracting Officer, the QC organization will certify submittals forwarded to the Contracting Officer with the following certifying statement:

"I hereby certify that the (equipment) (material) (article) shown and marked in this submittal is that proposed to be incorporated with Contract Number _____ is in compliance with the contract drawings and specification, can be installed in the allocated spaces, and is submitted for Government approval.

Certified by Submittal Reviewer _____, Date _____
(Signature when applicable)

Certified by QC Manager _____, Date _____"
(Signature)

(2) When approving authority is the QC manager, the QC manager will use the following approval statement when returning submittals to the Contractor as "Approved" or "Approved as Noted."

"I hereby certify that the (material) (equipment) (article) shown and marked in this submittal and proposed to be incorporated with Contract Number _____ is in compliance with the contract drawings and specification, can be installed in the allocated spaces, and is approved for use.

Certified by Submittal Reviewer _____, Date _____
(Signature when applicable)

Approved by QC Manager _____, Date _____"
(Signature)

e. Sign the certifying statement or approval statement. The QC organization member designated in the approved QC plan is the person signing certifying statements. The use of original ink for signatures is required. Stamped signatures are not acceptable.

f. Update the submittal register as submittal actions occur, and maintain the submittal register at the project site until final acceptance of all work by the Contracting Officer.

g. Retain a copy of approved submittals and approved samples at the

project site.

h. For "S" submittals, provide a copy of the approved submittal to the Government Approving authority.

1.11 GOVERNMENT APPROVING AUTHORITY

When the approving authority is the Contracting Officer, the Government will:

a. Note the date on which the submittal was received from the QC manager.

b. Review submittals for approval within the scheduling period specified and only for conformance with project design concepts and compliance with contract documents.

c. Identify returned submittals with one of the actions defined in paragraph REVIEW NOTATIONS and with comments and markings appropriate for the action indicated.

Upon completion of review of submittals requiring Government approval, stamp and date submittals.

1.11.1 Review Notations

Submittals will be returned to the Contractor with the following notations:

a. Submittals marked "approved" or "accepted" authorize proceeding with the work covered.

b. Submittals marked "approved as noted" or "approved, except as noted, resubmittal not required," authorize proceeding with the work covered provided that the Contractor takes no exception to the corrections.

c. Submittals marked "not approved," "disapproved," or "revise and resubmit" indicate incomplete submittal or noncompliance with the contract requirements or design concept. Resubmit with appropriate changes. Do not proceed with work for this item until the resubmittal is approved.

d. Submittals marked "not reviewed" indicate that the submittal has been previously reviewed and approved, is not required, does not have evidence of being reviewed and approved by Contractor, or is not complete. A submittal marked "not reviewed" will be returned with an explanation of the reason it is not reviewed. Resubmit submittals returned for lack of review by Contractor or for being incomplete, with appropriate action, coordination, or change.

e. Submittals marked "receipt acknowledged" indicate that submittals have been received by the Government. This applies only to "information-only submittals" as previously defined.

1.12 DISAPPROVED SUBMITTALS

Make corrections required by the Contracting Officer. If the Contractor considers any correction or notation on the returned submittals to constitute a change to the contract drawings or specifications, give notice to the Contracting Officer as required under the FAR clause titled CHANGES. The Contractor is responsible for the dimensions and design of

connection details and the construction of work. Failure to point out variations may cause the Government to require rejection and removal of such work at the Contractor's expense.

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

1.13 APPROVED SUBMITTALS

The Contracting Officer's approval of submittals is not to be construed as a complete check, and indicates only that

Approval or acceptance by the Government for a submittal does not relieve the Contractor of the responsibility for meeting the contract requirements or for any error that may exist, because under the Quality Control (QC) requirements of this contract, the Contractor is responsible for ensuring information contained with in each submittal accurately conforms with the requirements of the contract documents.

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

1.14 APPROVED SAMPLES

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

Match the approved samples for materials and equipment incorporated in the work. If requested, approved samples, including those that may be damaged in testing, will be returned to the Contractor, at its expense, upon completion of the contract. Unapproved samples will also be returned to the Contractor at its expense, if so requested.

Failure of any materials to pass the specified tests will be sufficient cause for refusal to consider, under this contract, any further samples of the same brand or make as that material. The Government reserves the right to disapprove any material or equipment that has previously proved unsatisfactory in service.

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

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 11 00	SD-01 Preconstruction Submittals															
			Salvage Plan	1.6	G													
		01 14 00	SD-01 Preconstruction Submittals															
			List of Contact Personnel	1.3.1.1														
		01 20 00	SD-01 Preconstruction Submittals															
			Schedule of Prices	1.3	G													
		01 30 00	SD-01 Preconstruction Submittals															
			View Location Map; G															
			Progress and Completion															
			Pictures; G															
		01 31 23.13 20	SD-01 Preconstruction Submittals															
			List of Contractor's Personnel	1.4.2	G													
		01 32 16.00 20	SD-01 Preconstruction Submittals															
			Baseline Construction Schedule	1.2	G													
			Baseline Design Schedule	1.2	G													
			SD-07 Certificates															
			Monthly Updates	1.4														
		01 33 00	SD-01 Preconstruction Submittals															
			Submittal Register	1.8	G													
		01 35 26	SD-01 Preconstruction Submittals															
			Accident Prevention Plan (APP)	1.9	G													
			SD-06 Test Reports															
			Accident Reports	1.13.2	G													
			LHE Inspection Reports	1.13.3														
			Monthly Exposure Reports	1.5														
			SD-07 Certificates															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 35 26	Activity Hazard Analysis (AHA)	1.10														
			Certificate of Compliance	1.13.4														
			Contractor Safety Self-Evaluation	1.6														
			Checklist															
			Hot Work Permit	1.14														
			Standard Lift Plan	1.13.4	G													
		01 45 00	SD-01 Preconstruction Submittals															
			Contractor Quality Control (CQC)		G													
			Plan															
			SD-06 Test Reports															
			Verification Statement															
		01 50 00	SD-01 Preconstruction Submittals															
			Construction Site Plan	1.3	G													
			Traffic Control Plan	3.3.1	G													
			Haul Road Plan	2.2.1	G													
			Contractor Computer		G													
			Cybersecurity Compliance															
			Statements															
			Contractor Temporary Network		G													
			Cybersecurity Compliance															
			Statements															
			SD-06 Test Reports															
			Backflow Preventer Tests	3.4														
			SD-07 Certificates															
			Backflow Tester	1.4.1														
			Backflow Preventers	1.4														

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 57 19	SD-01 Preconstruction Submittals															
			Preconstruction Survey	1.5.1														
			Regulatory Notifications	1.5.2	G													
			Environmental Manager	1.5.4	G													
			Qualifications															
			Employee Training Records	1.5.5	G													
			Environmental Protection Plan	1.6	G													
			Dirt and Dust Control Plan	1.6.9.1	G													
			Solid Waste Management Permit	1.9	G													
			Stormwater Pollution Prevention		G													
			Plan															
			Stormwater Notice of Intent		G													
			Spill Prevention Control And	3.11.2	G													
			Countermeasure (SPCC) Plan															
			SD-06 Test Reports															
			Monthly Solid Waste Disposal	1.9.1	G													
			Report															
			Inspection Reports															
			Laboratory Analysis	3.6.1.1.2														
			SD-07 Certificates															
			ECATTS Certificate Of	1.4.1.2	G													
			Completion															
			Employee Training Records	1.5.5	G													
			Erosion and Sediment Control	1.5.5														
			Inspector															
			SD-11 Closeout Submittals															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/	
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 57 19	Regulatory Notifications	1.5.2	G													
			Assembled Employee Training	1.5.5	G													
			Records															
			Solid Waste Management Permit	1.9	G													
			Stormwater Pollution Prevention		G													
			Plan Compliance Notebook															
			Stormwater Notice of Termination		G													
			As-Built Topographic Survey															
			Waste Determination	3.6.1	G													
			Documentation															
			Project Solid Waste Disposal	3.6.2.1	G													
			Documentation Report															
			Sales Documentation	3.6.2.1	G													
			Contractor Certification	3.6.2.1														
			Hazardous Waste/Debris	3.6.3.1	G													
			Management															
			Disposal Documentation for	3.6.3.6	G													
			Hazardous and Regulated Waste															
			Contractor Hazardous Material	3.7.1	G													
			Inventory Log															
		01 74 19	SD-01 Preconstruction Submittals															
			Construction Waste Management	1.6	G													
			Plan															
			SD-11 Closeout Submittals															
			Final Construction Waste	1.8														
			Diversion Report															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 78 00	SD-03 Product Data															
			Warranty Management Plan	1.6.1														
			Warranty Tags	1.6.4														
			Final Cleaning	3.4														
			Spare Parts Data	1.5														
			SD-08 Manufacturer's Instructions															
			Instructions	1.6.1														
			SD-10 Operation and Maintenance															
			Data															
			Operation and Maintenance	3.3	G													
			Manuals															
			SD-11 Closeout Submittals															
			As-Built Drawings	3.1	G													
			Record Drawings	3.2	G													
			As-Built Record of Equipment															
			and Materials															
			Interim DD FORM 1354	3.5.1	G													
			High Performance and	3.5.2	G													
			Sustainable Building (HPSB)															
			Checklist															
			List Of Installed Building	3.5.2														
			Equipment Items For DD Form															
			1354															
		01 78 23	SD-10 Operation and Maintenance															
			Data															
			Facility Data Workbook	1.4	G													

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		01 78 23	Training Plan	3.1.1	G													
			Training Outline	3.1.3	G													
			Training Content	3.1.2	G													
			Operation And Maintenance	3.2.1	G													
			Manual, Progress Submittal															
			Operation And Maintenance	3.2.2	G													
			Manual, Prefinal Submittal															
			Operation And Maintenance	3.2.3	G													
			Manual, Final Submittal															
			SD-11 Closeout Submittals															
			Training Video Recording	3.1.4	G													
			Validation of Training Completion	3.1.6	G													
			Training Plan	3.1.1	G													
			Record Drawings And Utility	1.6.6.7	G													
			Systems															
		02 41 00	SD-01 Preconstruction Submittals															
			Demolition Plan	1.2.2	G													
			Existing Conditions	1.10														
			SD-07 Certificates															
			Notification	1.6	G													
			SD-11 Closeout Submittals															
			Receipts	3.2.5														
		07 84 00	SD-02 Shop Drawings															
			Firestopping System	2.1	G													
			SD-03 Product Data															
			Firestopping Materials	2.2	G													

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		07 84 00	SD-06 Test Reports															
			Inspection	3.3	G													
			SD-07 Certificates															
			Inspector Qualifications	1.5.2														
			Firestopping Materials	2.2														
			Installer Qualifications	1.5.1	G													
		09 69 13	SD-02 Shop Drawings															
			Detailed Installation Drawings	2.2.2	G													
			Fabrication Drawings	2.2.1	G													
			SD-03 Product Data															
			Access Flooring System	2.1	G													
			Recycled Content of Access	2.1.1	S													
			Flooring System															
			Indoor Air Quality For Pedestal		S													
			Adhesive															
			Indoor Air Quality For Concrete		S													
			Sealer															
			Indoor Air Quality For Adhesives	2.2.6	S													
			SD-04 Samples															
			Floor Panels	2.2														
			Floor Covering	2.2.4	G													
			Accessories	2.2.5	G													
			Perforated Directional Air Supply		G													
			Panels															
			Cut Outs		G													
			SD-05 Design Data															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		09 69 13	Seismic Calculations															
			SD-06 Test Reports															
			Factory Tests	2.3														
			Concentrated Load															
			Uniform Live Load															
			Rolling Load	2.1.1														
			Rolling Load	2.1.1														
			Impact Load	2.1.1														
			Ultimate Load	2.1.1														
			Stringer Load															
			Pedestal Axial Load															
			Bonding Strength of Pedestal															
			Adhesive															
			Electrical Resistance	3.2.2														
			Field Tests	3.2														
			SD-07 Certificates															
			Compliance with ICC-ES AC300	2.1														
			Compliance with ICC IBC	2.1														
			Certificate of Compliance	2.1														
			Qualification of Manufacturer	1.4.1														
			SD-10 Operation and Maintenance															
			Data															
			Operation and Maintenance	3.4	G													
			Manuals															
			SD-11 Closeout Submittals															
			Lifting Device	2.2.7														

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		09 69 13	Warranty	1.6	G													
		23 07 00	SD-03 Product Data															
			Pipe Insulation Systems		G													
			Pipe Insulation Systems	2.3	G													
			Pipe Insulation Systems	3.2	G													
			Duct Insulation Systems		G													
			Duct Insulation Systems	3.3	G													
			Thermal Insulation	2.2.1.3	G													
			SD-07 Certificates															
			Indoor air quality for adhesives	2.2.1	S													
			SD-08 Manufacturer's Instructions															
			Pipe Insulation Systems		G													
			Pipe Insulation Systems	2.3	G													
			Pipe Insulation Systems	3.2	G													
			Duct Insulation Systems		G													
			Duct Insulation Systems	3.3	G													
		23 09 00	SD-02 Shop Drawings															
			DDC Contractor Design Drawings	3.3	G													
			Draft As-Built Drawings	3.3	G													
			Final As-Built Drawings	3.3	G													
			SD-03 Product Data															
			Programming Software	1.8.3	G													
			Controller Application Programs	1.8.4	G													
			Configuration Software	1.8.1	G													
			Controller Configuration Settings	1.8.2	G													

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAG # RAPH	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		23 09 00	Proprietary Multi-Split	1.1.2.3	G													
			Engineering Tool Software															
			Manufacturer's Product Data	2.2	G													
			Niagara Framework Supervisory	1.8.5	G													
			Gateway Backups															
			Niagara Framework Engineering	1.8.6	G													
			Tool															
			SD-06 Test Reports															
			Existing Conditions Report	3.1.1														
			Pre-Construction Quality Control	1.9.1	G													
			(QC) Checklist															
			Post-Construction Quality Control	1.9.2	G													
			(QC) Checklist															
			Start-Up Testing Report	3.5.2	G													
			PVT Procedures	3.6.1	G													
			PVT Report	3.6.3	G													
			Control Contractor s Performance		G													
			Verification Testing Plan															
			Equipment Supplier s		G													
			Performance Verification Testing															
			Plan															
			Endurance Testing Results		G													
			Performance Verification Test		G													
			Report															
			SD-10 Operation and Maintenance															
			Data															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		23 09 00	Operation and Maintenance	3.7	G													
			(O&M) Instructions															
			Training Documentation	3.9.1	G													
			SD-11 Closeout Submittals															
			Enclosure Keys	2.4	G													
			Password Summary Report	3.2.6.1	G													
			Closeout Quality Control (QC)	1.9.3	G													
			Checklist															
		23 81 23	SD-03 Product Data															
			Computer Room Air Conditioner	2.1	G													
			Small Computer Room Air		G													
			Conditioners															
			Space Temperature Control		G													
			System Drawings															
			Filters	2.1.5														
			Refrigerants	1.4	S													
			Leak Detection	2.2.1.3	G													
			SD-06 Test Reports															
			Manufacturer's Factory Test	2.5.1	G													
			Plans															
			Factory Test Reports	2.5.4	G													
			Field Test Schedule	3.3.2	G													
			Manufacturer's Field Test Plans	3.3.1	G													
			Field Test Reports	3.3.6	G													
			SD-07 Certificates															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/	
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		23 81 23	Credentials of the Manufacturer's	3.3.3	G													
			Field Test Representative															
			Ozone Depleting Substances	1.5.1														
			Technician Certification															
			Certified List Of Qualified	1.6.3														
			Permanent Service Organizations															
			SD-08 Manufacturer’s Instructions															
			Installation Manual for Each Type	3.1.2														
			of CRAC															
			SD-10 Operation and Maintenance															
			Data															
			Computer Room Air Conditioner	3.1.3	G													
			Operation and Maintenance Data															
			SD-11 Closeout Submittals															
			Indoor Air Quality During	3.2	S													
			Construction															
		25 05 11	SD-01 Preconstruction Submittals															
			Wireless and Wired Broadcast	3.2.2.3	G													
			Communication Request															
			Device Account Lock Exception	3.3.2	G													
			Request															
			Multiple Ethernet Connection	3.2.4.2	G													
			Device Request															
			Contractor Computer	1.10.1.6	G													
			Cybersecurity Compliance															
			Statements															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		25 05 11	Contractor Temporary Network	1.10.6	G													
			Cybersecurity Compliance															
			Statements															
			Cybersecurity Interconnection	1.8.2	G													
			Schedule															
			Protection of Information At Rest	3.7.4	G													
			Proposal															
			Proposed STIG and SRG	1.8.1	G													
			Applicability Report															
			Pre-Construction Control System	1.8.4	G													
			Inventory Report															
			SD-02 Shop Drawings															
			Network Communication, Ports,	1.8.3	G													
			Protocols and Services Report															
			Cybersecurity Network (Riser)	1.8.6	G													
			Diagram															
			SD-03 Product Data															
			Control System Cybersecurity	1.8.8	G													
			Documentation															
			SD-06 Test Reports															
			Wireless Communication Test	3.2.2.4	G													
			Report															
			Control System Cybersecurity	3.14.1	G													
			Testing Procedures															
			Control System Cybersecurity	3.14.3	G													
			Testing Report															

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY					
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		25 05 11	SD-07 Certificates															
			Software Licenses	1.9	G													
			SD-11 Closeout Submittals															
			Confidential Password Report	3.4.3.5	G													
			Password Change Summary	3.4.3.5	G													
			Report															
			Enclosure Keys	3.3.7	G													
			Software and Configuration	1.8.5	G													
			Backups															
			Auditing Front End Software	3.5.3	G													
			Device Audit Record Upload	3.5.4.2	G													
			Software															
			System Maintenance Tool	3.9	G													
			Software															
			Control System Scanning Tools	3.11.2	G													
			STIG, SRG and Vendor Guide	1.8.7	G													
			Compliance Result Report															
			Final Control System Inventory	1.8.4	G													
			Report															
			Integrity Verification Software	3.13.2	G													
		26 20 00	SD-02 Shop Drawings															
			Panelboards	2.8	G													
			Marking Strips	3.1.5.1	G													
			SD-03 Product Data															
			Circuit Breakers	2.8.1	G													
			Switches	2.6	G													

SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION
N-26 MOUNTABLE AC UNITS PROJECTS

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPEC SECT	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	CLASSIFICATION	GOVT OR A/E REVWR	CONTRACTOR: SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY				MAILED TO CONTR/ DATE RCD FRM APPR AUTH	REMARKS
							SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/ DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE	DATE OF ACTION		
(a)	(b)	(c)	(d)	(e)	(f)		(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
		26 20 00	600-volt Wiring Test	3.5.2	G													
			Fuses	2.7	G													

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 35 26

GOVERNMENTAL SAFETY REQUIREMENTS
05/24

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY OF SAFETY PROFESSIONALS (ASSP)

ANSI/ASSP A10.34	(2021) Protection of the Public on or Adjacent to Construction Sites
ANSI/ASSP A10.44	(2020) Control of Energy Sources (Lockout/Tagout) for Construction and Demolition Operations

ASTM INTERNATIONAL (ASTM)

ASTM F855	(2020) Standard Specifications for Temporary Protective Grounds to Be Used on De-energized Electric Power Lines and Equipment

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 1048	(2016) Guide for Protective Grounding of Power Lines
IEEE C2	(2023) National Electrical Safety Code

INTERNATIONAL SAFETY EQUIPMENT ASSOCIATION (ISEA)

ANSI/ISEA Z89.1	(2014; R 2019) American National Standard for Industrial Head Protection

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 51B	(2024) Standard for Fire Prevention During Welding, Cutting, and Other Hot Work
NFPA 70	(2023; ERTA 1 2024; TIA 24-1) National Electrical Code
NFPA 70E	(2024) Standard for Electrical Safety in the Workplace
NFPA 241	(2022) Standard for Safeguarding Construction, Alteration, and Demolition Operations
NFPA 306	(2024) Standard for the Control of Gas Hazards on Vessels

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(2024) Safety -- Safety and Occupational Health (SOH) Requirements

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

10 CFR 20	Standards for Protection Against Radiation
29 CFR 1910	Occupational Safety and Health Standards
29 CFR 1915	Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment
29 CFR 1926	Safety and Health Regulations for Construction
49 CFR 173	Shippers - General Requirements for Shipments and Packagings
CPL 2.100	(1995) Application of the Permit-Required Confined Spaces (PRCS) Standards, 29 CFR 1910.146

1.2 DEFINITIONS

The following definitions are for the convenience of the reader. If there is a referenced document in the text of this specification section, that is the document that should define terms for that paragraph. If further clarification is needed, contact the Contracting Officer.

1.2.1 Site Safety and Health Officer (SSHO)

A Contractor Employee that is responsible for overseeing and ensuring implementation of the prime Contractor's Safety and Occupational Health (SOH) program according to the Contract, EM 385-1-1, applicable federal, state, and local requirements.

1.2.1.1 Level One SSHO

A designated employee with full-time SOH responsibility that meets and follows the requirements of EM 385-1-1.

1.2.1.2 Level Two SSHO

A designated employee with Level Two SSHO responsibility that meets and follows the requirements of EM 385-1-1. Level Two SSHOs cannot be assigned to projects that have a residual Risk Assessment Code (RAC) of high or extremely high.

1.2.1.3 Level Three SSHO

A designated Qualified Person or Competent Person with SOH responsibility that meets and follows the requirements of EM 385-1-1. Level 3 SSHOs cannot be assigned to projects that have a residual RAC of high or extremely high.

1.2.1.4 Alternate SSHO

An employee that meets the definition of the contract-required level SSHO, but is not the primary SSHO.

1.2.2 Competent Person (CP)

The CP is a person designated in writing, who, through training, knowledge and experience, is capable of identifying, evaluating, and addressing existing and predictable hazards in the working environment or working conditions that are unsanitary, hazardous, or dangerous to personnel, and who has authorization to take prompt corrective measures to eliminate them.

1.2.3 Qualified Person (QP)

The QP is a person designated in writing, who, by possession of a recognized degree, certificate, or professional standing, or extensive knowledge, training, and experience, has successfully demonstrated their ability to solve or resolve problems related to the subject matter, the work, or the project.

1.3 SUBMITTALS

Government Acceptance or Approval does not remove responsibility from the Contractors for their actions or liability.

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Accident Prevention Plan (APP); G

SD-06 Test Reports

Accident Reports; G

LHE Inspection Reports

Monthly Exposure Reports

SD-07 Certificates

Activity Hazard Analysis (AHA)

Certificate of Compliance

Contractor Safety Self-Evaluation Checklist

Hot Work Permit

Standard Lift Plan; G

1.4 PUBLIC HEALTH EMERGENCIES

In the event of a declared public health emergency, follow safety precautions as required by the Occupational Safety and Health

Administration (OSHA) www.osha.gov, the Centers for Disease Control and Prevention (CDC) www.cdc.gov, and as required by federal, state and local requirements.

1.5 MONTHLY EXPOSURE REPORTS

Provide a Monthly Exposure Report by the fifth of each month. This report is a compilation of employee-hours worked each month for all site workers, both Prime and subcontractor. Failure to submit the report may result in retention of up to 10 percent of the progress payment.

1.6 CONTRACTOR SAFETY SELF-EVALUATION CHECKLIST

Contracting Officer will provide a "Contractor Safety Self-Evaluation checklist" to the Contractor at the preconstruction conference. Complete the checklist monthly and submit with each request for payment voucher. This submission is required monthly even when a payment voucher is not requested. An acceptable score of 90 or greater is required. Failure to submit the completed safety self-evaluation checklist or achieve a score of at least 90 may result in retention of up to 10 percent of the voucher. The Contractor Safety Self-Evaluation checklist can be found on the Whole Building Design Guide website at www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs/ufgs-01-35-26

1.7 REGULATORY REQUIREMENTS

In addition to the detailed requirements included in the provisions of this Contract, comply with the most recent edition of USACE EM 385-1-1, and the following federal, state, and locallaws, ordinances, criteria, rules and regulations at the date of the Solicitation for this Contract. Submit matters of interpretation of standards to the appropriate administrative agency for resolution before starting work. Where the requirements of this specification, applicable laws, criteria, ordinances, regulations, and referenced documents vary, the most stringent requirements govern.

1.7.1 Subcontractor Safety Requirements

For this Contract, neither Contractor nor any subcontractor may enter into Contract with any subcontractor that fails to meet the following requirements. The term subcontractor in this and the following paragraphs means any entity holding a Contract with the Contractor or with a subcontractor at any tier.

1.7.1.1 Experience Modification Rate (EMR)

Subcontractors on this Contract must have an effective EMR less than or equal to 1.10, as computed by the National Council on Compensation Insurance (NCCI) or if not available, as computed by the state agency's rating bureau in the state where the subcontractor is registered, when entering into a subcontract agreement with the Prime Contractor or a subcontractor at any tier. The Prime Contractor may submit a written request for additional consideration to the Contracting Officer where the specified acceptable EMR range cannot be achieved. Relaxation of the EMR range will only be considered for approval on a case-by-case basis for special conditions and must not be anticipated as tacit approval. Contractor's Site Safety and Health Officer (SSHO) must collect and maintain the certified EMR ratings for all subcontractors on the project and make them available to the Government at the Government's request.

1.7.1.2 OSHA Days Away from Work, Restricted Duty, or Job Transfer (DART) Rate

Subcontractors on this Contract must have a DART rate, calculated from the most recent, complete calendar year, less than or equal to 3.4 when entering into a subcontract agreement with the Prime Contractor or a subcontractor at any tier. The OSHA Dart Rate is calculated using the following formula:

(N/EH) x 200,000

Where:

N = number of injuries and illnesses with days away, restricted work, or job transfer

EH = total hours worked by all employees during most recent, complete calendar year

200,000 = base for 100 full-time equivalent workers (working 40-hours per week, 50 weeks per year)

The Prime Contractor may submit a written request for additional consideration to the Contracting Officer where the specified acceptable OSHA Dart rate range cannot be achieved for a particular subcontractor. Relaxation of the OSHA DART rate range will only be considered for approval on a case-by-case basis for special conditions and must not be anticipated as tacit approval. Contractor's Site Safety and Health Officer (SSHO) must collect and maintain self-certified OSHA DART rates for all subcontractors on the project and make them available to the Government at the Government's request.

1.8 SITE QUALIFICATIONS, DUTIES, AND MEETINGS

1.8.1 Site Safety and Health Officer (SSHO)

1.8.1.1 Qualifications of SSHO

All SSHOs will have met the training, experience requirements identified in the EM 385-1-1 and this Contract.

1.8.1.2 Duties of SSHO

All SSHOs will carry out the roles and responsibilities as identified in this Contract and the EM 385-1-1. All SSHOs will be designated on an ENG Form 6282, provided by the Contracting Officer. Superintendent, QC Manager, and SSHO are subject to dismissal if their required duties are not being effectively carried out. If either the Superintendent, QC Manager, or SSHO are dismissed, project work will be stopped and will not be allowed to resume until a suitable replacement is approved and the above duties are again being effectively carried out.

1.8.1.3 Safety Meetings

Conduct safety meetings to review past activities, plan for new or changed operations, review pertinent aspects of appropriate AHA (by trade), establish safe working procedures for anticipated hazards, and provide pertinent Safety and Occupational Health (SOH) training and motivation.

Conduct meetings at least once a month for all supervisors at the project location. The SSHO, supervisors, or foremen must conduct meetings at least once a week for the trade workers. Document meeting minutes to include the date, persons in attendance, subjects discussed, and names of individual(s) who conducted the meeting. Maintain documentation on-site and furnish copies to the Contracting Officer on request. Notify the Contracting Officer of all scheduled meetings 7 calendar days in advance.

1.8.2 Roles and Responsibilities of Prime Contractor and SSHO

The Prime Contractor and SSHO must ensure that the requirements of all applicable OSHA and EM 385-1-1 are met for the project. The Prime Contractor must ensure an SSHO or an equally qualified Alternate SSHO(s) is at the worksite at all times to implement and administer the Contractor's safety program and Government accepted Accident Prevention Plan. If the required SSHO has to temporarily (that is, up to 24 hours / 1 day) leave the site of work due to unforeseen or emergency situations, a Level One, Two, or Three SSHO may be used in the interim and must be on the site of work at all times when work is being performed.

If the SSHO must be off-site for a period longer than 24 hours / 1 day, a qualified alternate that meets the contract requirements must be onsite.

a. Prime contractor must ensure all SSHOs will:

(1) Are designated on an ENG Form 6282.

(2) Meet minimum training and experience requirements identified in EM 385-1-1.

(3) Execute roles and responsibilities identified in EM 385-1-1.

1.8.3 Additional Requirements

The SSHO may also serve as the Quality Control Manager. The SSHO must not serve as the Superintendent.

1.8.4 Competent Person for Confined Space Entry

Provide a CP for Confined Space Entry who meets the requirements of EM 385-1-1 and herein. The CP for Confined Space Entry must supervise the entry into each confined space in accordance with EM 385-1-1.

Since this work involves operations that handle combustible or hazardous materials, this person must have the ability to understand and follow through on the air sampling, Personal Protective Equipment (PPE), and instructions of a Marine Chemist, Coast Guard authorized persons, or Certified Industrial Hygienist. Confined space and enclosed space work must comply with NFPA 306, 29 CFR 1915, "Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment," or as applicable in 29 CFR 1910 for general industry, 29 CFR 1926 for construction.

1.8.5 Qualified Trainer Requirements

Individuals qualified to instruct the 40-hour contract safety awareness course, or portions thereof, must meet the definition of a Competent Person Trainer as defined in the EM 385-1-1, and, at a minimum, possess a working knowledge of the following subject areas: EM 385-1-1, Electrical Standards, Lockout/Tagout, Fall Protection, Confined Space Entry for

Construction; Excavation, Trenching and Soil Mechanics, and Scaffolds in accordance with 29 CFR 1926.

Instructors are required to:

a. Prepare class presentations that cover construction-related safety requirements.

b. Ensure that all attendees attend all sessions by using a class roster signed daily by each attendee. Maintain copies of the roster for at least 5 years. This is a certification class and must be attended 100 percent. In cases of emergency where an attendee cannot make it to a session, the attendee can make it up in another class session for the same subject.

c. Update training course materials whenever an update of the EM 385-1-1 becomes available.

d. Provide a written exam of at least 50 questions. Students are required to answer 80 percent correctly to pass.

e. Request, review and incorporate student feedback into a continuous course improvement program.

1.8.6 Preconstruction Conference

a. Contractor representatives who have a responsibility or significant role in accident prevention on the project must attend the preconstruction conference. This includes the project superintendent, Site Safety and Occupational Health Officer, quality control manager, or any other assigned safety and health professionals who participated in the development of the APP (including the Activity Hazard Analyses (AHAs) and special plans, program and procedures associated with it).

b. Discuss the details of the submitted APP to include incorporated plans, programs, procedures and a listing of anticipated AHAs that will be developed and implemented during the performance of the Contract. This list of proposed AHAs will be reviewed and an agreement will be reached between the Contractor and the Contracting Officer as to which phases will require an analysis. In addition, establish a schedule for the preparation, submittal, and Government review of AHAs to preclude project delays. The creation of the APP and Schedule will be created after being given Notice to Proceed.

c. Deficiencies in the submitted APP, identified during the Contracting Officer's review, must be corrected, and the APP re-submitted for review prior to the start of construction. Work is not permitted to begin until an APP is established that is acceptable to the Contracting Officer.

1.9 ACCIDENT PREVENTION PLAN (APP)

1.9.1 Accident Prevention Plan (APP)

Submit the Accident Prevention Plan (APP) for review and acceptance by the Government at least 15 calendar days prior to the start, after being given Notice to Proceed. A competent person must prepare the written site-specific APP. Prepare the APP in accordance with the format and requirements of EM 385-1-1, ENG Form 6293, and herein. The APP must be

job-specific and address any unusual or unique aspects of the project or activity for which it is written. The APP must interface with the Contractor's overall safety and occupational health program referenced in the APP in the applicable APP element, and made site-specific. Describe the methods to evaluate past safety performance of potential subcontractors in the selection process. Also, describe innovative methods used to ensure and monitor safe work practices of subcontractors. The Government considers the Prime Contractor to be the "controlling employer" for all worksite safety and health of the subcontractors. Contractors are responsible for informing their subcontractors of the safety provisions under the terms of the Contract and the penalties for noncompliance, coordinating the work to prevent one craft from interfering with or creating hazardous working conditions for other crafts, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out. The APP must be signed in accordance with the APP and ENG Form 6293 Accident Prevention Plan Worksheet. The SSHO must provide and maintain the APP and a log of signatures by each subcontractor foreman, attesting that they have read and understand the APP, and make the APP and log available on-site to the Contracting Officer. If English is not the foreman's primary language, the Prime Contractor must provide an interpreter.

Submit the APP to the Contracting Officer 15 calendar days prior to the date of the preconstruction conference for acceptance. Work cannot proceed without an accepted APP. Once reviewed and accepted by the Contracting Officer, the APP and attachments will be enforced as part of the Contract. Disregarding the provisions of this Contract or the accepted APP is cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified. Continuously review and amend the APP, as necessary, throughout the life of the Contract. Changes to the accepted APP must be made with the knowledge and concurrence of the Contracting Officer, project superintendent, SSHO and Quality Control Manager. Incorporate unusual or high-hazard activities not identified in the original APP as they are discovered. Should any severe hazard exposure (i.e., imminent danger) become evident, stop work in the area, secure the area, and develop a plan to remove the exposure and control the hazard. Notify the Contracting Officer within 24 hours of discovery. Eliminate and remove the hazard. In the interim, take all necessary action to restore and maintain safe working conditions in order to safeguard onsite personnel, visitors, the public (as defined by ANSI/ASSP A10.34), and the environment.

1.9.2 Names and Qualifications

Provide plans in accordance with the requirements outlined in EM 385-1-1, including the following:

a. Names and qualifications (resumes including education, training, experience and certifications) of site safety and health personnel designated to perform work on this project to include the designated Site Safety and Health Officer and other competent and qualified personnel to be used. Specify the duties of each position.

b. As a minimum, designate and submit qualifications of Competent Persons (CP) for each of the following major areas: excavation; scaffolding; fall protection; hazardous energy; confined space; health hazard recognition, evaluation and control of chemical, physical and biological agents; and personal protective equipment and clothing to include selection, use and maintenance. Designate and submit

qualifications for additional CPs as applicable to the work performed under this Contract.

1.9.3 Plans

Provide plans in the APP in accordance with the requirements outlined in EM 385-1-1, including the following:

1.9.3.1 Lead, Cadmium, and Chromium Compliance Plan

Identify the safety and health aspects of work involving lead, cadmium and chromium, and prepare in accordance with Section 02 83 00 LEAD REMEDIATION.

1.9.3.2 Asbestos Hazard Abatement Plan

Identify the safety and health aspects of asbestos work, and prepare in accordance with Section 02 82 00 ASBESTOS REMEDIATION.

1.9.3.3 Site Demolition Plan

Identify the safety and health aspects, and prepare in accordance with Section 02 41 00 DEMOLITION AND DECONSTRUCTION and referenced sources. Include engineering survey as applicable.

1.10 ACTIVITY HAZARD ANALYSIS (AHA)

Before beginning each activity, task or Definable Feature of Work (DFOW) involving a type of work presenting hazards not experienced in previous project operations, or where a new work crew or subcontractor is to perform the work, the Contractor(s) performing that work activity must prepare an AHA. AHAs must be developed by the Prime Contractor, subcontractor, or supplier performing the work, and provided for Prime Contractor review and approval before submitting to the Contracting Officer. AHAs must be signed by the SSHO, Superintendent, QC Manager and the subcontractor Foreman performing the work. Format the AHA in accordance with EM 385-1-1 or as directed by the Contracting Officer. Submit the AHA for review at least 15 working days prior to the start of each activity task, or DFOW. The Government reserves the right to require the Contractor to revise and resubmit the AHA if it fails to effectively identify the work sequences, specific anticipated hazards, site conditions, equipment, materials, personnel and the control measures to be implemented.

AHAs must identify competent persons required for phases involving high risk activities, including confined entry, crane and rigging, excavations, trenching, electrical work, fall protection, and scaffolding.

1.10.1 AHA Management

Review the AHA list periodically (at least monthly) at the Contractor supervisory safety meeting, and update as necessary when procedures, scheduling, or hazards change. Use the AHA during daily inspections by the SSHO to ensure the implementation and effectiveness of the required safety and health controls for that work activity.

1.10.2 AHA Signature Log

Each employee performing work as part of an activity, task or DFOW must review the AHA for that work and sign a signature log specifically maintained for that AHA prior to starting work on that activity. The SSHO

must maintain a signature log on site for every AHA. Provide employees whose primary language is other than English, with an interpreter to ensure a clear understanding of the AHA and its contents.

1.11 SITE SAFETY REFERENCE MATERIALS

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

1.12 EMERGENCY MEDICAL TREATMENT

Contractors must arrange for their own emergency medical treatment in accordance with EM 385-1-1. The Government has no responsibility to provide emergency medical treatment.

1.13 NOTIFICATIONS AND REPORTS

1.13.1 Accident Notification

Notify the Contracting Officer in accordance with the EM 385-1-1 Accident Reporting Timeline.

Table
Accident Reporting Required Timeline

Accident Type	Notify KO or COR	Complete Final Accident Report on ENG 3394 and provide to KO or COR
Fatality, in-patient hospitalization, amputation, eye loss, or property damage over $600,000.	Immediately, no later than (NLT) 8 Hours	Within 7 Days
All other accidents and near misses	Immediately, no later than (NLT) 24 Hours	Within 7 Days

Within notification include Contractor name; Contract title; type of Contract; name of activity, installation or location where accident occurred; date and time of accident; names of personnel injured; extent of property damage, if any; extent of injury, if known, and brief description of accident (for example, type of construction equipment used and PPE used). Preserve the conditions and evidence on the accident site until the Government investigation team arrives on-site and Government investigation is conducted. Assist and cooperate fully with the Government's investigation(s) of any accident or near miss.

1.13.2 Accident Reports

a. Conduct an accident investigation for recordable injuries and illnesses, property damage, and near misses as defined in EM 385-1-1, to establish the root cause(s) of the accident. Complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS). Complete and submit an accident

investigation report in ESAMS within 7 days for accidents as defined by EM 385-1-1. Complete the investigation report within 30 days. Accidents must include a written report submitted as an attachment in ESAMS using the following outline:

(1) Summary description to include:

(a) process

(b) findings

(c) outcomes

(2) Root Cause

(3) Direct Factors

(4) Indirect and Contributing Factors

(5) Corrective Actions

(6) Recommendations

All accidents are reportable, regardless of whether or not it is recordable.

a. Near Misses: For Navy Projects, complete the applicable documentation in NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS). Near miss reports are considered positive and proactive Contractor safety management actions.

b. Conduct an accident investigation for any load handling equipment accident (including rigging accidents) to establish the root cause(s) of the accident. Complete the Load Handling Equipment (LHE) Accident Report (Crane and Rigging Accident Report) form and provide the report to the Contracting Officer within 30 calendar days of the accident. Do not proceed with crane operations until cause is determined and corrective actions have been implemented to the satisfaction of the Contracting Officer. The Contracting Officer will provide a blank copy of the accident report form.

1.13.3 LHE Inspection Reports

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

1.13.4 Certificate of Compliance and Pre-lift Plan/Checklist for LHE and Rigging

Provide a Certificate of Compliance for LHE entering an activity under this Contract and in accordance with EM 385-1-1. Post certifications on the crane.

Develop a Standard Lift Plan (SLP) in accordance with EM 385-1-1 and using Standard Pre-Lift Crane Plan/Checklist for each lift planned. Submit SLP to the Contracting Officer for approval within 15 calendar days in advance

of planned lift.

1.14 HOT WORK PERMIT

1.14.1 Permit and Personnel Requirements

Submit and obtain a written permit prior to performing "Hot Work" (i.e., welding or cutting) or operating other flame-producing/spark producing devices, from the Fire Division. A permit is required from the Explosives Safety Office for work in and around where explosives are processed, stored, or handled. Contractors are required to meet all criteria before a permit is issued. Provide at least two 20 pound 4A:20 BC rated extinguishers for normal "Hot Work". The extinguishers must be current inspection tagged, and contain an approved safety pin and tamper resistant seal. It is also mandatory to have a designated FIRE WATCH for any "Hot Work" done at this activity. The Fire Watch must be trained in accordance with NFPA 51B and remain on-site for a minimum of 1 hour after completion of the task or as specified on the hot work permit.

When starting work in the facility, require personnel to familiarize themselves with the location of the nearest fire alarm boxes and place in memory the emergency Fire Division phone number. Report any fire, no matter how small, to the responsible Fire Division immediately.

1.14.2 Work Around Flammable Materials

Obtain permit approval from a NFPA Certified Marine Chemist, or Certified Industrial Hygienist for "Hot Work" within or around flammable materials (such as fuel systems or welding/cutting on fuel pipes) or confined spaces (such as sewer wet wells, manholes, or vaults) that have the potential for flammable or explosive atmospheres.

Whenever these materials, except beryllium and chromium (VI), are encountered in indoor operations, local mechanical exhaust ventilation systems that are sufficient to reduce and maintain personal exposures to within acceptable limits must be used and maintained in accordance with manufacturer's instruction and supplemented by exceptions noted in EM 385-1-1.

1.15 RADIATION SAFETY REQUIREMENTS

Submit License Certificates, employee training records, and Leak Test Reports for radiation materials and equipment to the Contracting Officer and Radiation Safety Office (RSO), and Contracting Oversight Technician (COT) for all specialized and licensed material and equipment proposed for use on the construction project (excludes portable machine sources of ionizing radiation including moisture density and X-Ray Fluorescence (XRF)). Maintain on-site records whenever licensed radiological materials or ionizing equipment are on Government property.

Protect workers from radiation exposure in accordance with 10 CFR 20, ensuring any personnel exposures are maintained As Low As Reasonably Achievable.

1.15.1 Radiography Operation Planning Work Sheet

Submit a Gamma and X-Ray Radiography Operation Planning Work Sheet to Contracting Officer 14 days prior to commencement of operations involving radioactive materials or radiation generating devices. For portable

machine sources of ionizing radiation, including moisture density and XRF, use and submit the Portable Gauge Operations Planning Worksheet instead. The Contracting Officer and COT will review the submitted worksheet and provide questions and comments.

Contractors must use primary dosimeters process by a National Voluntary Laboratory Accreditation Program (NVLAP) accredited laboratory.

1.15.2 Site Access and Security

Coordinate site access and security requirements with the Contracting Officer and COT for all radiological materials and equipment containing ionizing radiation that are proposed for use on a government facility. For gamma radiography materials and equipment, a Government escort is required for any travels on the Installation. The Navy COT or Government authorized representative will meet the Contractor at a designated location outside the Installation, ensure safety of the materials being transported, and will escort the Contractor for gamma sources onto the Installation, to the job site, and off the Installation. For portable machine sources of ionizing radiation, including moisture density and XRF, the Navy COT or Government authorized representative will meet the Contractor at the job site.

Provide a copy of all calibration records, and utilization records to the COT for radiological operations performed on the site.

1.15.3 Loss or Release and Unplanned Personnel Exposure

Loss or release of radioactive materials, and unplanned personnel exposures must be reported immediately to the Contracting Officer, RSO, and Base Security Department Emergency Number.

1.15.4 Site Demarcation and Barricade

Properly demark and barricade an area surrounding radiological operations to preclude personnel entrance, in accordance with EM 385-1-1, Nuclear Regulatory Commission, and Applicable State regulations and license requirements, and in accordance with requirements established in the accepted Radiography Operation Planning Work Sheet.

Do not close or obstruct streets, walks, and other facilities occupied and used by the Government without written permission from the Contracting Officer.

1.15.5 Security of Material and Equipment

Properly secure the radiological material and ionizing radiation equipment at all times, including keeping the devices in a properly marked and locked container, and secondarily locking the container to a secure point in the Contractor's vehicle or other approved storage location during transportation and while not in use. While in use, maintain a continuous visual observation on the radiological material and ionizing radiation equipment. In instances where radiography is scheduled near or adjacent to buildings or areas having limited access or one-way doors, make no assumptions as to building occupancy. Where necessary, the Contracting Officer will direct the Contractor to conduct an actual building entry, search, and alert. Where removal of personnel from such a building cannot be accomplished and it is otherwise safe to proceed with the radiography, position a fully instructed employee inside the building or area to

prevent exiting while external radiographic operations are in process.

1.15.6 Transportation of Material

Comply with 49 CFR 173 for Transportation of Regulated Amounts of Radioactive Material. Notify Local Fire authorities and the site Radiation Safety Officer (RSO) of any Radioactive Material use.

1.15.7 Schedule for Exposure or Unshielding

Actual exposure of the radiographic film or unshielding the source must not be initiated until after 5 p.m. on weekdays.

1.15.8 Transmitter Requirements

Adhere to the base policy concerning the use of transmitters, such as radios and cell phones. Obey Emissions control (EMCON) restrictions.

1.16 CONFINED SPACE ENTRY REQUIREMENTS

Confined space entry must comply with EM 385-1-1, 29 CFR 1926, 29 CFR 1910, and Directive CPL 2.100. Any potential for a hazard in the confined space requires a permit system to be used.Contractors entering and working in confined spaces while performing shipyard industry work are required to follow the requirements of 29 CFR 1915.

1.16.1 Rescue Procedures and Coordination with Local Emergency Responders

Develop and implement an on-site rescue and recovery plan and procedures. The rescue plan must not rely on local emergency responders for rescue from a confined space.

1.17 SEVERE STORM PLAN

In the event of a severe storm warning, the Contractor must comply with the applicable Storm Plan and:

a. Secure outside equipment and materials and place materials that could be damaged in protected areas.

b. Check surrounding area, including roof, for loose material, equipment, debris, and other objects that could be blown away or against existing facilities.

c. Ensure that temporary erosion controls are adequate.

PART 2 PRODUCTS

PART 3 EXECUTION

3.1 CONSTRUCTION AND OTHER WORK

Comply with EM 385-1-1, NFPA 70, NFPA 70E, NFPA 241, the APP, the AHA, Federal and State OSHA regulations, and other related submittals and activity fire and safety regulations. The most stringent standard prevails.

PPE is governed in all areas by the nature of the work the employee is performing. Use personal hearing protection at all times in designated

noise hazardous areas or when performing noise hazardous tasks. Safety glasses must be worn or carried/available on each person. Mandatory PPE includes:

a. Head Protection that meets ANSI/ISEA Z89.1

b. Long Pants

c. Appropriate Safety Footwear

d. Appropriate Class Reflective Vests

3.1.1 Worksite Communication

Employees working alone in a remote location or away from other workers must be provided an effective means of emergency communications (i.e., cellular phone, two-way radios, land-line telephones or other acceptable means). The selected communication must be readily available (easily within the immediate reach) of the employee and must be tested prior to the start of work to verify that it effectively operates in the area/environment. Develop an employee check-in/check-out communication procedure to ensure employee safety.

3.1.2 Hazardous Material Use

Each hazardous material must receive approval from the Contracting Office or their designated representative prior to being brought onto the job site or prior to any other use in connection with this Contract. Allow a minimum of 10 working days for processing of the request for use of a hazardous material.

3.1.3 Hazardous Material Exclusions

Notwithstanding any other hazardous material used in this Contract, radioactive materials or instruments capable of producing ionizing/non-ionizing radiation (with the exception of radioactive material and devices used in accordance with EM 385-1-1 such as nuclear density meters for compaction testing and laboratory equipment with radioactive sources) as well as materials which contain asbestos, mercury or polychlorinated biphenyls, di-isocyanates, lead-based paint, and hexavalent chromium, are prohibited. The Contracting Officer, upon written request by the Contractor, may consider exceptions to the use of any of the above excluded materials. Low mercury lamps used within fluorescent lighting fixtures are allowed as an exception without further Contracting Officer approval. Notify the Radiation Safety Officer (RSO) prior to excepted items of radioactive material and devices being brought on base.

3.1.4 Unforeseen Hazardous Material

Contract documents identify materials such as PCB, lead paint, and friable and non-friable asbestos and other OSHA regulated chemicals (i.e., 29 CFR Part 1910.1000). If material(s) that may be hazardous to human health upon disturbance are encountered during demolition, repair, renovation, or construction operations. Stop that portion of work and notify the Contracting Officer immediately. Within 14 calendar days the Government will determine if the material is hazardous. If material is not hazardous or poses no danger, the Government will direct the Contractor to proceed without change. If material is hazardous and handling of the material is

necessary to accomplish the work, the Government will issue a modification.

3.2 UTILITY OUTAGE REQUIREMENTS

Apply for utility outages at least 14 days in advance.At a minimum, the written request must include the location of the outage, utilities being affected, duration of outage, any necessary sketches, and a description of the means to fulfill energy isolation requirements in accordance with EM 385-1-1. In accordance with EM 385-1-1, where outages involve Government or Utility personnel, coordinate with the Government on all activities involving the control of hazardous energy.

These activities include, but are not limited to, a review of Hazardous Energy Control Program (HECP) and HEC procedures, as well as applicable Activity Hazard Analyses (AHAs). In accordance with EM 385-1-1 and NFPA 70E, work on energized electrical circuits must not be performed without prior Government authorization. Government permission is considered through the permit process and submission of a detailed AHA. Energized work permits are considered only when de-energizing introduces additional or increased hazard or when de-energizing is infeasible.

3.3 OUTAGE COORDINATION MEETING

After the utility outage request is approved and prior to beginning work on the utility system requiring shut-down, conduct a pre-outage coordination meeting in accordance with EM 385-1-1. This meeting must include the Prime Contractor, the Prime and subcontractors performing the work, the Contracting Officer, the Installation representative, and the Public Utilities representative. All parties must fully coordinate HEC activities with one another. During the coordination meeting, all parties must discuss and coordinate on the scope of work, HEC procedures (specifically, the lock-out/tag-out procedures for worker and utility protection), the AHA, assurance of trade personnel qualifications, identification of competent persons, and compliance with HECP training in accordance with EM 385-1-1. Clarify when personal protective equipment is required during switching operations, inspection, and verification.

3.4 CONTROL OF HAZARDOUS ENERGY (LOCKOUT/TAGOUT)

Provide and operate a Hazardous Energy Control Program (HECP) in accordance with EM 385-1-1, 29 CFR 1910, 29 CFR 1915, ANSI/ASSP A10.44, NFPA 70E.

3.4.1 Safety Preparatory Inspection Coordination Meeting with the Government or Utility

For electrical distribution equipment that is to be operated by Government or Utility personnel, the Prime Contractor and the subcontractor performing the work must attend the safety preparatory inspection coordination meeting, which will also be attended by the Contracting Officer's Representative, and required by EM 385-1-1. The meeting will occur immediately preceding the start of work and following the completion of the outage coordination meeting. Both the safety preparatory inspection coordination meeting and the outage coordination meeting must occur prior to conducting the outage and commencing with lockout/tagout procedures.

3.4.2 Lockout/Tagout Isolation

Where the Government or Utility performs equipment isolation and lockout/tagout, the Contractor must place their own locks and tags on each energy-isolating device and proceed in accordance with the HECP. Before any work begins, both the Contractor and the Government or Utility must perform energy isolation verification testing while wearing required PPE detailed in the Contractor's AHA and required by EM 385-1-1. Install personal protective grounds, with tags, to eliminate the potential for induced voltage in accordance with EM 385-1-1.

3.4.3 Lockout/Tagout Removal

Upon completion of work, conduct lockout/tagout removal procedure in accordance with the HECP. In accordance with EM 385-1-1, each lock and tag must be removed from each energy isolating device by the authorized individual or systems operator who applied the device. Provide formal notification to the Government (by completing the Government form if provided by Contracting Officer's Representative), confirming that steps of de-energization and lockout/tagout removal procedure have been conducted and certified through inspection and verification. Government or Utility locks and tags used to support the Contractor's work will not be removed until the authorized Government employee receives the formal notification.

3.5 FALL PROTECTION PROGRAM

Establish a fall protection program, for the protection of all employees exposed to fall hazards. Within the program include company policy, identify roles and responsibilities, education and training requirements, fall hazard identification, prevention and control measures, inspection, storage, care and maintenance of fall protection equipment and rescue and evacuation procedures in accordance with EM 385-1-1.

3.5.1 Fall Protection Equipment and Systems

Enforce use of personal fall protection equipment and systems designated (to include fall arrest, restraint, and positioning) for each specific work activity in the Site Specific Fall Protection and Prevention Plan and AHA at all times when an employee is exposed to a fall hazard. Protect employees from fall hazards as specified in EM 385-1-1.

Provide personal fall protection equipment, systems, subsystems, and components that comply with EM 385-1-1 and 29 CFR 1926.

3.5.1.1 Additional Personal Fall Protection Measures

In addition to the required fall protection systems, other protective measures such as safety skiffs, personal floatation devices, and life rings, are required when working above or next to water in accordance with EM 385-1-1. Personal fall protection systems and equipment are required when working from an articulating or extendible boom, swing stages, or suspended platform. In addition, personal fall protection systems are required when operating other equipment such as scissor lifts. The need for tying-off in such equipment is to prevent ejection of the employee from the equipment during raising, lowering, travel, or while performing work.

3.5.1.2 Personal Fall Protection Equipment

Only a full-body harness with a shock-absorbing lanyard or self-retracting lanyard is an acceptable personal fall arrest body support device. The use of body belts is not acceptable. Harnesses must have a fall arrest attachment affixed to the body support (usually a Dorsal D-ring) and specifically designated for attachment to the rest of the system. Snap hooks and carabineers must be self-closing and self-locking, capable of being opened only by at least two consecutive deliberate actions and have a minimum gate strength of 3,600 lbs in all directions. Use webbing, straps, and ropes made of synthetic fiber. The maximum free fall distance when using fall arrest equipment must not exceed 6 feet, unless the proper energy absorbing lanyard is used. Always take into consideration the total fall distance and any swinging of the worker (pendulum-like motion), that can occur during a fall, when attaching a person to a fall arrest system. Equip all full body harnesses with Suspension Trauma Preventers such as stirrups, relief steps, or similar in order to provide short-term relief from the effects of orthostatic intolerance in accordance with EM 385-1-1.

3.6 EQUIPMENT

3.6.1 Use of Explosives

Explosives must not be used or brought to the project site without prior written approval from the Contracting Officer. Such approval does not relieve the Contractor of responsibility for injury to persons or for damage to property due to blasting operations.

Storage of explosives, when permitted on Government property, must be only where directed and in approved storage facilities. These facilities must be kept locked at all times except for inspection, delivery, and withdrawal of explosives.

3.7 ELECTRICAL

Perform electrical work in accordance with EM 385-1-1.

3.7.1 Electrical Work

As described in EM 385-1-1, electrical work is to be conducted in a de-energized state unless there is no alternative method for accomplishing the work. In those cases obtain an energized work permit from the Contracting Officer. The energized work permit application must be accompanied by the AHA and a summary of why the equipment/circuit needs to be worked energized. Underground electrical spaces must be certified safe for entry before entering to conduct work. Cables that will be cut must be positively identified and de-energized prior to performing each cut. Attach temporary grounds in accordance with ASTM F855 and IEEE 1048. Perform all high voltage cable cutting remotely using hydraulic cutting tool. When racking in or live switching of circuit breakers, no additional person other than the switch operator is allowed in the space during the actual operation. Plan so that work near energized parts is minimized to the fullest extent possible. Use of electrical outages clear of any energized electrical sources is the preferred method.

When working in energized substations, only qualified electrical workers are permitted to enter. When work requires work near energized circuits as defined by NFPA 70, high voltage personnel must use personal protective

equipment that includes, as a minimum, electrical hard hat, safety footwear, insulating gloves and electrical arc flash protection for personnel as required by NFPA 70E. Insulating blankets, hearing protection, and switching suits may also be required, depending on the specific job and as delineated in the Contractor's AHA. Ensure that each employee is familiar with and complies with these procedures and 29 CFR 1910.

3.7.2 Qualifications

Electrical work must be performed by QP with verifiable credentials who are familiar with applicable code requirements. Verifiable credentials consist of State, National and Local Certifications or Licenses that a Master or Journeyman Electrician may hold, depending on work being performed, and must be identified in the appropriate AHA. Journeyman/Apprentice ratio must be in accordance with State, Local requirements applicable to where work is being performed.

3.7.3 Arc Flash

Conduct a hazard analysis/arc flash hazard analysis whenever work on or near energized parts greater than 50 volts is necessary, in accordance with NFPA 70E.

All personnel entering the identified arc flash protection boundary must be QPs and properly trained in NFPA 70E requirements and procedures. Unless permitted by NFPA 70E, no Unqualified Person is permitted to approach nearer than the Limited Approach Boundary of energized conductors and circuit parts. Training must be administered by an electrically qualified source and documented.

3.7.4 Grounding

Ground electrical circuits, equipment and enclosures in accordance with NFPA 70 and IEEE C2 to provide a permanent, continuous and effective path to ground unless otherwise noted by EM 385-1-1.

3.7.5 Testing

Temporary electrical distribution systems and devices must be inspected, tested and found acceptable for Ground-Fault Circuit Interrupter (GFCI) protection, polarity, ground continuity, and ground resistance before initial use, before use after modification and at least monthly. Monthly inspections and tests must be maintained for each temporary electrical distribution system, and signed by the electrical CP or QP.

-- End of Section --

CONTRACTOR SAFETY SELF- EVALUATION CHECKLIST

PWD/ROICC/OICC/FSC OFFICE:	DATE:	FINAL OVERALL SCORE:
CONTRACTOR:	CONTRACT% COMPLETE:	TOTAL MONTHLY MAN-HOURS:
CONTRACT TITLE:	QC MANAGER:	TOTAL CUMULATIVE MAN-HOURS:
SUPERINTENDENT:	PERSON COMPLETING INSPECTION:	
SITE SAFETY HEALTH OFFICER (SSHO):	SSHO LEVEL: (CIRCLE REQUIRED LEVEL) (1), (2), (3), (4), (5), (6)	

QUESTIONS ANSWERED "NO" ARE BE ENTERED INTO THE SITE SAFETY AND OCCUPATIONAL HEALTH DEFICIENCY TRACKING SYSTEM FOR CORRECTION (REFER TO EM 385-1-1 01.A.12.d)

PREPARATORY PHASE/ ORM PLANNING		
1	(Yes) (No) (N/A)	ACCEPTED ACCIDENT PREVENTION PLAN (APP) OR ABBREVIATED (APP) ON-SITE and UPDATED TO REFLECT CURRENT MANAGEMENT?
2	(Yes) (No) (N/A)	APPLICABLE UFGS 013526 AVAILABLE IN SITE ?
3	(Yes) (No) (N/A)	COMPETENT PERSON EMPLOYED FULL TIME AS SITE SAFETY AND HEALTH OFFICER (SSH0) UNLESS SPECIFIED DIFFERENTLY IN THE CONTRACT ?
4	(Yes) (No) (N/A)	SSHO ON - SITE AT ALL TIMES WHEN WORK IS BEING PERFORMED ?
5	(Yes) (No) (N/A)	SAFETY INSPECTIONS/AUDITS CONDUCTED BY COMPETENT PERSON, OF THE WORK SITE, MATERIAL, AND EQUIPMENT DOCUMENTED IN WRITING AND AVAILABLE ON REQUEST?
6	(Yes) (No) (N/A)	SAFETY AND HEALTH BULLETIN BOARD ERECTED IN AREA COMMONLY ACCESSED AND IN CLEAR VIEW OF THE ON-SITE WORKERS?
7	(Yes) (No) (N/A)	SAFETY AND OCCUPATIONAL HEALTH DEFICIENCY TRACKING SYSTEM ESTABLISHED and UPDATED DAILY (REFER TO EM 385-1-1 01.A.12.d)?
8	(Yes) (No) (N/A)	QUALIFIED PERSON CONDUCTING/DOCUMENTING ALL TRAINING, MEETINGS AND INDOCTRINATION FOR NEW EMPLOYEES?
9	(Yes) (No) (N/A)	ACTIVITY HAZARD ANALYSIS (AHA) with COMPETENT PERSON IDENTIFIED and PROOF OF QUALIFICATIONS ATTACHED and ACCEPTED BY GOVERNMENT DESIGNATED AUTHORITY FOR EACH WORK ACTIVITY ON SITE?
10	(Yes) (No) (N/A)	WORK NOT STARTED UNTIL ACTIVITY HAZARD ANALYSIS REVIEWED BY CONTRACTOR, SUBCONTRACTOR(S) AND GOVERNMENT ON-SITE REPRESENTATIVES DURING PREPARATION and INITIAL PHASE MEETING?
11	(Yes) (No) (N/A)	ARE REQUIRED WEEKLY SAFETY MEETINGS FOR ALL WORKERS TO REVIEW PAST ACTIVITES, PLAN FOR NEW OR CHANGED OPERATIONS, REVIEW ahA'S BY TRADE, ESTABLISH SAFE WORKING PROCUDRES FOR UPCOMING HAZARDS, PROVIDE SAFETY AND HEALTH TRAINING BEING HELD AND DOCUMENTED?
12	(Yes) (No) (N/A)	ARE REQUIRED MONTHLY SAFETY MEETINGS FOR ALL SUPERVISORS ON THE PROJECT LOCATION TO REVIEW PAST ACTIVITES, PLAN FOR NEW OR CHANGED OPERATIONS, REVIEW ahA'S BY TRADE, ESTABLISH SAFE WORKING PROCUDRES FOR UPCOMING HAZARDS, PROVIDE SAFETY AND HEALTH TRAINING BEING HELD AND DOCUMENTED?
13	(Yes) (No) (N/A)	WRITTEN HAZARD COMMUNICATION PROGRAM SUBMITTED and IMPLEMENTED IAW EM 385 SECTION 06.B.01 ?
14	(Yes) (No) (N/A)	MSDS FOR EACH HAZARDOUS SUBSTANCE MAINTAINED WITH SITE MAP ATTACHED?
15	(Yes) (No) (N/A)	PRIME CONTRACTOR ASSURING SUBCONTRACTOR COMPLIANCE WITH REQUIREMENTS OF EM-385-1-1?
		Other? Extra Credit?
OFFICE TRAILER/SIGNAGE/GENERAL		
16	(Yes) (No) (N/A)	OFFICE AND STORAGE TRAILERS ANCHORED?
17	(Yes) (No) (N/A)	EMERGENCY PHONE NUMBERS POSTED?
18	(Yes) (No) (N/A)	TEMPORARY PROJECT FENCING WHICH EXTENDS FROM GRADE LEVEL TO A MINIMUM OF 48IN. ABOVE GRADE? (UNLESS GDA DETERMINES OTHERWISE BASED ON RISK ANALYSIS)
19	(Yes) (No) (N/A)	SIGNS WARNING OF THE PRESENCE OF CONSTRUCTION HAZARDS AND REQUIRING UNAUTHORIZED PERSONS TO KEEP OUT POSTED ON THE FENCING EVERY 150 FEET?
20	(Yes) (No) (N/A)	CONTRACTOR AWARE OF IMMEDIATE NOTIFICATION FOR ALL INJURIES REQUIRED BY PWD/ROICC/OICC/FSC OFFICE?
21	(Yes) (No) (N/A)	EMERGENCY PLANS IN CASE OF FIRE OR OTHER EMERGENCY PREPARED IN WRITING AND REVIEWED?
22	(Yes) (No) (N/A)	DRINKING WATER WITH DISPOSABLE CUPS AND A WASTE RECEPTACLE AVAILABLE?
23	(Yes) (No) (N/A)	TOILET FACILITIES WITH WASHING FACILITIES AVAILABLE?
24	(Yes) (No) (N/A)	HIGHLY VISIBLE MAP DELINEATING BEST ROUTE TO NEAREST MEDICAL FACILITY POSTED ON SAFETY BULLETIN BOARD?
25	(Yes) (No) (N/A)	FIRST-AID KIT, TYPE III, 16 UNIT, and ONE POCKET MOUTH PIECE OR CPR BARRIER PROVIDED AND MAINTAINED WITH INVENTORY LOG AVAILABLE?
26	(Yes) (No) (N/A)	ALL EMPLOYEES ON SITE WEARING AS A MINIMUM SHORT SLEEVE SHIRT, LONG PANTS, LEATHER OR OTHER PROTECTIVE WORK SHOES OR BOOTS
27	(Yes) (No) (N/A)	EVERY FLOOR, WORKING PLACE AND PASSAGEWAY KEPT FREE FROM PROTRUDING NAILS, SPLINTERS, LOOSE BOARDS, CLUTTER AND UNNECESSARY HOLES AND OPENING?
28	(Yes) (No) (N/A)	WORK AREAS INSPECTED DAILY FOR ADEQUATE HOUSEKEEPING AND RECORDED ON DAILY SAFETY INSPECTION REPORT?
29	(Yes) (No) (N/A)	TRAFFIC CONTROL AROUND SITE ADEQUATE?
		Other? Extra Credit?
FIRE PREVENTION		
30	(Yes) (No) (N/A)	WRITTEN FIRE PREVENTION PLAN ON SITE AND USED TO BRIEF EMPLOYEES?
31	(Yes) (No) (N/A)	FIRE EXTINGUISHERS AVAILABLE, FULLY CHARGED, EASILY VISIBLE WITHIN 75 FEET FOR LOW HAZARD AREAS?
32	(Yes) (No) (N/A)	FIRE EXTINGUISHERS INSPECTED MONTHLY, RECORDED ON TAGS, AND INITIALED?
33	(Yes) (No) (N/A)	FUEL STORED IN SAFETY CANS LABELED/LISTED and PAINTED RED WITH YELLOW BAND AND CONTENTS INDICATED?
34	(Yes) (No) (N/A)	ARE HOT WORK PERMITS BEING OBTAINED FOR WELDING, CUTTING OR OPERATING OTHER FLAME-PRODUCING/SPARK PRODUCING DEVICES FROM THE FIRE DEPARTMENT?
35	(Yes) (No) (N/A)	ARE FIRE WATCHES PROVIDED?
		Other? Extra Credit?
PPE		
36	(Yes) (No) (N/A)	WORKERS WEARING SAFETY-TOED LEATHER SHOES OR BOOTS MEETING ASTM F 2412 - 05 AND F 2413 - 05 ?
37	(Yes) (No) (N/A)	HARD HATS BEING WORN PROPERLY AND MEETING ANSI Z89.1?
38	(Yes) (No) (N/A)	ARE WORKERS INVOLVED IN ACTIVITIES THAT SUBJECT HANDS TO INJURY USING HAND PROTECTION APPROPRIATE FOR THE HAZARD?
39	(Yes) (No) (N/A)	SAFETY GLASSES USED WHERE APPROPRIATE?
40	(Yes) (No) (N/A)	HEARING PROTECTION WHERE APPROPRIATE? (IF YOU NEED TO YELL TO CONVERSE HEARING PROTECTION IS REQUIRED)
41	(Yes) (No) (N/A)	WORKERS WEARING RESPIRATORS WHERE APPROPRIATE?
42	(Yes) (No) (N/A)	IMPALEMENT PROTECTION PROVIDED WHERE PERSONNEL COULD WORK ABOVE VERTICAL IMPALEMENT HAZARD (Rebar etc.)?
43	(Yes) (No) (N/A)	ARE PROTECTIVE LEG CHAPS WORN BY WORKERS WHO OPERATE CHAIN SAWS?
44	(Yes) (No) (N/A)	HIGH VISIBILITY APPAREL BEING WORN WHEN WORKERS ON SITE ARE EXPOSED TO VEHICULAR OR EQUIPMENT TRAFFIC AT UP TO 45 MPH, THERE IS LIMITED OR REDUCED VISIBILITY FOR WORKERS AROUND MOBILE/HEAVY EQUIPMENT OR WORKERS ARE WORKING CLOSE TO VEHICULAR TRAFFIC WITH NO PROTECTIVE BARRIERS?
		OTHER? EXTRA CREDIT?

SCAFFOLD SAFETY		
45	(Yes) (No) (N/A)	HAS A SITE-SPECIFIC FALL PROTECTION AND PREVENTION PLAN and AHA BEEN ACCEPTED BY THE GDA PRIOR TO COMMENCING WORK IN ELEVATED AREAS?
46	(Yes) (No) (N/A)	ALL ERECTION, MOVING, DISMANTLING, OR ALTERING OF SCAFFOLD SYSTEMS UNDER THE SUPERVISION OF A COMPETENT PERSON?
47	(Yes) (No) (N/A)	COMPETENT PERSON USING A COLOR-CODED TAGGING SYSTEM? (GREEN = INSPECTED & SAFE TO USE) (RED = SCAFF0OLD IS UNSAFE TO USE)
48	(Yes) (No) (N/A)	PLANKS OVERLAPPED NOT LESS THAN 6" OR MORE THAN 12" OVER END SUPPORTS WITH TOE BOARDS IN PLACE?
49	(Yes) (No) (N/A)	SCAFFOLD PINNED PROPERLY AND ALL CROSS BRACING IN PLACE?
50	(Yes) (No) (N/A)	SCAFFOLD HEIGHT 4 TIMES SMALLEST BASE DIMENSION AND SYSTEM IS SECURED TO STRUCTURE?
51	(Yes) (No) (N/A)	ALL GUARDRAILS ARE IN PLACE?
52	(Yes) (No) (N/A)	FULL WORK PLATFORM OR DECKS AT EACH WORKING LEVEL WITH NO CRACKS/SPLITS?
53	(Yes) (No) (N/A)	WORK PLATFORM OR DECK SECURELY FASTENED TO THE SCAFFOLD?
54	(Yes) (No) (N/A)	SAFE ACCESS PROVIDED TO EACH WORKING LEVEL?
55	(Yes) (No) (N/A)	IS SCAFFOLD SYSTEM PLUMB AND LEVEL?
56	(Yes) (No) (N/A)	SUSPENDED SCAFFOLD SYSTEMS USING INDEPENDENT PERSONAL FALL ARREST SYSTEM?
57	(Yes) (No) (N/A)	PERSONNEL PROHIBITED FROM RIDING ON MANUALLY PROPELLED SCAFFOLDS?
		Other? Extra Credit?
FALL PROTECTION		
58	(Yes) (No) (N/A)	HAS SITE-SPECIFIC FALL PROTECTION AND PREVENTION PLAN BEEN ACCEPTED?
59	(Yes) (No) (N/A)	WORKERS USING FALL PROTECTION EQUIPMENT USING "BUDDY SYSTEM" T0 BEGIN RESCUE OF FALLEN WORKER IF REQUIRED
60	(Yes) (No) (N/A)	ALL WORKERS ABOVE 6 FOOT FALL PROTECTION THRESHOLD PROTECTED FROM FALLING TO LOWER LEVEL?
61	(Yes) (No) (N/A)	ARE EMPLOYEES TRAINED FOR FALL PROTECTION SYSTEMS IN USE?
62	(Yes) (No) (N/A)	HAS THE CONTRACTOR DESIGNATED A COMPETENT PERSON FOR FALL PROTECTION?
63	(Yes) (No) (N/A)	IS A WRITTEN RESCUE PLAN (IAW ANSI Z359.2) BEEN PREPARED AND MAINTAINED WHEN WORKERS ARE WORKING AT HEIGHTS ?
64	(Yes) (No) (N/A)	IS A FULL BODY HARNESS USED?
65	(Yes) (No) (N/A)	ALL WORKERS ALOFT TIED OFF AT ALL TIMES (100%) TO STRUCTURAL ELEMENT CAPABLE OF SUPPORTING 5,000 LBS?
66	(Yes) (No) (N/A)	HAVE STANDARD GUARDRAILS BEEN PROVIDED WHERE NEEDED?
67	(Yes) (No) (N/A)	ACCESS TO WORK AREAS GREATER THAN 20 FEET HIGH PROVIDED WITH A STAIR SYSTEM?
68	(Yes) (No) (N/A)	HAVE HORIZONTAL LIFE LINES IF USED BEEN DESIGNED AND INSTALLED UNDER SUPERVISION OF A QUALIFIED PERSON?
		OTHER? EXTRA CREDIT?
LADDER SAFETY		
69	(Yes) (No) (N/A)	LADDERS EXTEND 3' ABOVE LANDING PLATFORM AND TIED TO STRUCTURE?
70	(Yes) (No) (N/A)	ARE LADDERS USED WITH HAND TOOLS ONLY?
71	(Yes) (No) (N/A)	ARE LADDER BASE DISTANCES FROM STRUCTURE 1/4 HEIGHT?
72	(Yes) (No) (N/A)	ALL FLOOR OPENINGS EITHER COVERED OR SURROUNDED BY A GUARDRAIL?
73	(Yes) (No) (N/A)	ELECTRICIANS NOT USING CONDUCTIVE LADDERS?
74	(Yes) (No) (N/A)	STAIRWAYS PROVIDED ON ALL STRUCTURES OVER 20' DURING CONSTRUCTION/WITH GUARDRAIL?
75	(Yes) (No) (N/A)	ALL FLIGHTS OF STAIRS WITH 4 OR MORE RISERS HAVE STANDARD STAIR RAILINGS OR HANDRAILS
76	(Yes) (No) (N/A)	PORTABLE STEP LADDERS OVER 20' NOT USED ON THE SITE?
77	(Yes) (No) (N/A)	ARE LADDERS PROPERLY USED?
		OTHER? EXTRA CREDIT?
EXCAVATIONS		
78	(Yes) (No) (N/A)	HAS EXCAVATION/TRENCHING PLAN IN ACCORDANCE WITH (SECTION 25.A.01 a - n) BEEN SUBMITTED AND ACCEPTED BY THE GDA PRIOR TO BEGINNING OPERATIONS?
79	(Yes) (No) (N/A)	COMPETENT PERSON ABLE TO DEMONSTRATE TRAINING, EXPERIENCE AND KNOWLEDGE OF SOIL ANALYSIS: PROTECTIVE SYSTEMS AND REQUIREMENTS OF 29 CFR 1926 SUBPART P AND HAS AUTHORITY TO STOP WORK WHEN REQUIRED?
80	(Yes) (No) (N/A)	COMPETENT PERSON INSPECTED AND DOCUMENTED EXCAVATION DAILY?
81	(Yes) (No) (N/A)	HIGH VISIBILITY APPAREL WORN BY ALL WORKERS EXPOSED TO VEHICLE TRAFFIC OR WORKING AROUND EQUIPMENT
82	(Yes) (No) (N/A)	HYDRAULIC EXCAVATORS, WHEEL/TRUCK/BACKHOE LOADERS USED TO TRANSPORT OR HOIST LOADS WITH RIGGING COMPLY WITH EM 385 SECTION 16 "S" AND HAVE AHA SPECIFIC TO THESE OPERATIONS?
83	(Yes) (No) (N/A)	WRITTEN PROOF OF QUALIFICATION OF EQUIPMENT OPERATORS, RIGGERS INVOLVED IN HOISTING, TRANSPORTING OPERATIONS?
84	(Yes) (No) (N/A)	OPERATIONAL TEST PERFORMED AS DESCRIBED IN 16.F?
85	(Yes) (No) (N/A)	MANUFACTURERS OPERATING MANUAL WITH EQUIPMENT?
86	(Yes) (No) (N/A)	PROPER USE OF RIGGING, INCLUDING POSITIVE LATCHING DEVICES?
87	(Yes) (No) (N/A)	INSPECTION OF RIGGING
88	(Yes) (No) (N/A)	BARRICADE SWING RADIUS OF EQUIPMENT AND LOAD?
89	(Yes) (No) (N/A)	OVER 4' DEEP MUST HAVE A LADDER WITHIN 25' AND TWO MEANS OF EGRESS?
90	(Yes) (No) (N/A)	HAS PROPER SLOPE OR TRENCH BOX/SHORING BEEN PROVIDED?
91	(Yes) (No) (N/A)	IS WATER CONTROLLED/REMOVED?
92	(Yes) (No) (N/A)	IS EXCAVATED MATERIAL AT LEAST 2' BACK FROM TRENCH EDGE?
93	(Yes) (No) (N/A)	HAS SAFE ACCESS/PROTECTION BEEN PROVIDED TO PREVENT PERSONNEL, VEHICLES, AND EQUIPMENT FROM FALLING INTO EXCAVATIONS?
94	(Yes) (No) (N/A)	PERIMETER PROTECTION THAT MEETS CLASS I or CLASS II or CLASS III REQUIREMENTS PROVIDED?
		OTHER? EXTRA CREDIT?

ELECTRICAL		
95	(Yes) (No) (N/A)	HAS A SKETCH OF TEMPORARY POWER DISTRIBUTION SYSTEMS BEEN SUBMITTED /ACCEPTED BY GDA?
96	(Yes) (No) (N/A)	ELECTRICAL WORK PERFORMED BY QUALIFIED PERSONNEL WITH VERIFIABLE CREDENTIALS?
97	(Yes) (No) (N/A)	ENERGIZED WORK PERMIT SUBMITTED TO GDA PRIOR TO ANY WORK ON ENERGIZED LINES ON EQUIPMENT AND IAW NFPA70E AND EM 385 I.E.. 02 C(1) - (8)
98	(Yes) (No) (N/A)	ARE ARC FLASH REQUIREMENTS KNOWN AND ADHERED TO?
99	(Yes) (No) (N/A)	ARE TEMPORARY POWER PANEL AND RECEPTACLES PROTECTED FROM WEATHER?
100	(Yes) (No) (N/A)	GFCI'S IN USE FOR SITE TOOLS - APPLIES TO EXISTING OUTLETS IN RENOVATION PROJECTS AS WELL?
101	(Yes) (No) (N/A)	TEMPORARY LIGHTS INSULATED FROM SUPPORTS PROPERLY WITH ALL LAMPS WORKING AND GUARDED?
102	(Yes) (No) (N/A)	OVERHEAD POWER LINES IN AREA, OPERATIONS PROHIBITED UNLESS MAINTAINING PROPER CLEARANCE DISTANCES?
103	(Yes) (No) (N/A)	HAS HAZARDOUS ENERGY CONTROL PROGRAM BEEN SUBMITTED AND ACCEPTED BY GDA? (OLD LOCK OUT/TAG OUT)
104	(Yes) (No) (N/A)	VERTICAL CLEARANCE OF TEMPORARY WIRING OF AT LEAST 10 FEET MAINTAINED ?
105	(Yes) (No) (N/A)	ALL FLEXIBLE CORDS INSPECTED AT LEAST DAILY? DOCUMENTED?
106	(Yes) (No) (N/A)	FLEXIBLE CORDS NOT SPLICED EXCEPT HARD SERVICE CORDS # 12 OR LARGER WITH MOLDED OR VULCANIZED SPLICES BY QUALIFIED ELECTRICIAN?
		OTHER? EXTRA CREDIT?
CRANES		
107	(Yes) (No) (N/A)	BEFORE CRANE/HOISTING EQUIPMENT IS PLACED IN SERVICE HAS IT BEEN INSPECTED, TESTED, AND CERTIFIED IN WRITING BY A COMPETENT PERSON TO BE IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATION AND THE REQUIREMENTS OF EM 385?
108	(Yes) (No) (N/A)	CRANE OPERATOR DESIGNATED QUALIFIED AND PROOF OF QUALIFICATION IN WRITING PROVIDED TO THE GDA?
109	(Yes) (No) (N/A)	PROJECT HAS ADEQUATE MEANS FOR MONITORING LOCAL WEATHER CONDITIONS, INCLUDING A WIND-INDICATING DEVICE?
110	(Yes) (No) (N/A)	ARE EM 385-1-1 16.D.08 (AT THE BEGINNING OF EACH SHIFT) START UP INSPECTIONS PERFORMED BY OPERATOR AND SUBMITTED WITH DRI?
111	(Yes) (No) (N/A)	HAS THE PERIODIC INSPECTION BEEN PERFORMED PRIOR TO USE ON SITE IAW EM 385-1-1, TABLE 16-1 AND 16.D.10?
112	(Yes) (No) (N/A)	IS CRANE EQUIPPED WITH ANTI TWO-BLOCK DEVICE IF REQUIRED?
113	(Yes) (No) (N/A)	IS THE CRANE LEVEL AND ON FIRM GROUND AND OUTRIGGERS IN USE WITH APPROPRIATE CRIBBING?
114	(Yes) (No) (N/A)	IAW 16.G.09 WHEN CRANE IS OPERATED WITHIN 20 FOOT OF POWER LINES (OPERATING WORK ZONE IS AREA 360 DEGREES AROUND CRANE) HAS A DETERMINATION BEEN MADE THAT ALL POWER LINES ARE ENERGIZED?
115	(Yes) (No) (N/A)	IAW TABLE 16-3 CRANE NOT ALLOWED TO WORK CLOSER THAN 10 FOOT OF ENERGIZED POWER LINES (DEPENDING ON ACTUAL VOLTAGE OF LINES
116	(Yes) (No) (N/A)	IS CRANE SIDE LOADING PROHIBITED?
117	(Yes) (No) (N/A)	ARE RIGGING CABLES AND SLINGS INSPECTED BY A COMPETENT PERSON BEFORE EACH SHIFT?
118	(Yes) (No) (N/A)	ARE WORKERS PROTECTED FROM THE CRANE SWING RADIUS AND PREVENTED FROM PASSING UNDER THE LOAD?
		OTHER? EXTRA CREDIT?
CONFINED SPACE		
119	(Yes) (No) (N/A)	ALL CONFINED SPACE WORK IAW EM 385 SECTION 34.A.06?
120	(Yes) (No) (N/A)	IS CONFINED SPACE COMPETENT PERSON (CSCP), IN WRITING, IDENTIFIED?
121	(Yes) (No) (N/A)	IS ATMOSPHERE BEING MONITORED?
122	(Yes) (No) (N/A)	IS SPACE BEING VENTILATED?
123	(Yes) (No) (N/A)	ARE ENTRANTS, ATTENDANTS AND ENTRY SUPERVISOR PROPERLY TRAINED?
124	(Yes) (No) (N/A)	IS RESCUE/RETRIEVAL SYSTEM IN PLACE FOR PERMIT REQUIRED CONFINED PLACES?
125	(Yes) (No) (N/A)	ARE ENTRY PERMITS POSTED AT POINT OF ENTRY AND SIGNED BY ENTRY SUPERVISOR?
126	(Yes) (No) (N/A)	IS THE POINT OF ENTRY POSTED "DANGER CONFINED SPACE"?
127	(Yes) (No) (N/A)	HAS BLANKING OR LOCKING OUT OF SYSTEMS TAKEN PLACE?
		OTHER? EXTRA CREDIT?
ROOFING		
128	(Yes) (No) (N/A)	HAS STRUCTURAL ANALYSIS OF THE ROOF BEEN CONDUCTED BY A QUALIFIED PERSON ?
129	(Yes) (No) (N/A)	HAS COMPETENT PERSON COMPLETED A DAILY INSPECTION?
130	(Yes) (No) (N/A)	HAS COMPETENT PERSON DEVELOPED A FALL PROTECTION PLAN, SUBMITTED/ACCEPTED BY GDA?
131	(Yes) (No) (N/A)	ARE KETTLES AT LEAST 25 FEET AWAY FROM BUILDINGS?
132	(Yes) (No) (N/A)	IS KETTLE ATTENDANT WEARING PROPER PPE AT ALL TIMES?
133	(Yes) (No) (N/A)	ARE TWO FIRE EXTINGUISHERS AT THE KETTLE?
134	(Yes) (No) (N/A)	ARE SKYLIGHTS AND ROOF PENETRATIONS COVERED OR BARRICADED APPROPRIATELY?
135	(Yes) (No) (N/A)	HAS THE ROOF BEEN EVALUATED FOR ITS ABILITY TO SUPPORT THE INTENDED CONSTRUCTION LOADS?
136	(Yes) (No) (N/A)	IF WARNING LINES ON LOW SLOPED ROOFS ARE USED, ARE THEY PROPERLY INSTALLED/MAINTAINED?
137	(Yes) (No) (N/A)	ARE FUEL CYLINDERS A MINIMUM OF 10' FROM OPEN FLAME?
		OTHER? EXTRA CREDIT?
EQUIPMENT		
138	(Yes) (No) (N/A)	ALL MACHINERY OR EQUIPMENT INSPECTED DAILY, WHEN IN USE, BY COMPETENT PERSONS?
139	(Yes) (No) (N/A)	ARE OPERATORS TRAINED AND AUTHORIZED TO OPERATE POWERED INDUSTRIAL TRUCKS, LIFT TRUCKS, AND SIMILAR EQUIPMENT?
140	(Yes) (No) (N/A)	MOBILE EQUIPMENT EQUIPPED WITH BACKUP ALARMS? ROLLOVER CAGES/ MOVING PARTS ADEQUATELY GUARDED?
141	(Yes) (No) (N/A)	ARE EQUIPMENT OPERATIONS MAINTAINING SAFE CLEARANCE FROM ELECTRICAL POWER LINES?
142	(Yes) (No) (N/A)	MODIFICATIONS MEET MANUFACTURER INSTRUCTIONS (I.E., LIFTING PERSONNEL WITH FORKLIFT - (NOT ALLOWED BY MANY MANUFACTURERS)?
143	(Yes) (No) (N/A)	ARE SAFETY LASHINGS PROVIDED FOR HIGH PRESSURE HOSE CONNECTIONS, I.E., AIR COMPRESSORS?
144	(Yes) (No) (N/A)	ARE WORKERS CLEAR OF BLIND SPOTS ASSOCIATED WITH MOBILE CONSTRUCTION EQUIPMENT?
145	(Yes) (No) (N/A)	ARE DAILY WALK AROUND INSPECTIONS OF AERIAL LIFTS PERFORMED AND DOCUMENTED BY QUALIFIED OPERATORS?
146	(Yes) (No) (N/A)	DO AERIAL LIFTS HAVE BASKET/PLATFORM WITH GUARDRAIL?
147	(Yes) (No) (N/A)	WORKERS NOT EXTENDING OVER GUARDRAIL OF AERIAL LIFTS?
148	(Yes) (No) (N/A)	ARE ARTICULATING BOOM PLATFORMS (JLG TYPE) USED WITH FULL BODY HARNESS ATTACHED TO PROPER ATTACHMENT POINTS ON BOOM OR BASKET?
149	(Yes) (No) (N/A)	ARE DUMP TRUCK CHECKLISTS BEING USED AND COPIES KEPT ON SITE?
150	(Yes) (No) (N/A)	INSPECTION, MAINTENANCE, AND REPAIRS TO CONVEYORS PERFORMED IAW MANUFACTURER'S RECOMMENDATIONS BY QUALIFIED PERSONNEL?
151	(Yes) (No) (N/A)	EXPOSED MOVING MACHINERY PARTS MECHANICALLY OR ELECTRICALLY GUARDED?
152	(Yes) (No) (N/A)	WHEN TWO OR MORE CONVEYING SYSTEMS ARE INTERFACED ARE ADEQUATE GUARDING AND SAFETY DEVICES IN PLACE?
		OTHER? EXTRA CREDIT?

TREE MAINTENANCE AND REMOVAL		
153	(Yes) (No) (N/A)	ALL TREE MAINTENANCE OR REMOVAL PERFORMED UNDER THE DIRECTION OF A QUALIFIED TREE WORKER?
154	(Yes) (No) (N/A)	ONLY QUALIFIED LINE-CLEARANCE TREE TRIMMER OR LINE-CLEARANCE TRAINEE ASSIGNED TO WORK IN CLOSE PROXIMITY TO ELECTRICAL HAZARDS?
155	(Yes) (No) (N/A)	TREE WORKERS IN A BUCKET OR WORK PLATFORM USING FALL PROTECTION
156	(Yes) (No) (N/A)	ALL TREE WORK OPERATIONS ABOVE 12 FOOT HAVE A 2ND WORKER IN THE AREA
157	(Yes) (No) (N/A)	PRIOR TO FELLING OPERATIONS HAS WORK AREA BEEN CLEARED AND ESCAPE ROUTE PLANNED?
158	(Yes) (No) (N/A)	ALL EMPLOYEES WORKING FROM THE UPHILL SIDE WHENEVER POSSIBLE?
DEMOLITION		
159	(Yes) (No) (N/A)	HAS DEMOLITION PLAN, BASED ON ENGINEERING, LEAD, AND ASBESTOS SURVEY BY A REGISTERED PROFESSIONAL ENGINEER BEEN ACCEPTED?
160	(Yes) (No) (N/A)	WASTE NOT BEING DROPPED > 6' UNLESS IN AN ENCLOSED CHUTE AND AREA SECURED FROM TRAFFIC?
161	(Yes) (No) (N/A)	FOR BUILDING DEMOLITION, HAS NOTIFICATION BEEN MADE TO STATE HAVING JURISDICTION?
162	(Yes) (No) (N/A)	ARE NAILS REMOVED FROM SCRAP LUMBER/MATERIALS?
163	(Yes) (No) (N/A)	FRAGMENTATION OF GLASS CONTROLLED?
164	(Yes) (No) (N/A)	MATERIAL CHUTES AT AN ANGLE GREATER THAN 45º FROM THE HORIZONTAL ENCLOSED?
		OTHER? EXTRA CREDIT?
ABATEMENT		
165	(Yes) (No) (N/A)	HAS ABATEMENT PLAN BEEN SUBMITTED AND ACCEPTED?
166	(Yes) (No) (N/A)	IS INDEPENDENT AIR MONITORING BEING PERFORMED AS REQUIRED INSIDE AND OUTSIDE BARRIERS?
167	(Yes) (No) (N/A)	IS CONTAINMENT IN PLACE WITHOUT INTEGRITY COMPROMISE?
168	(Yes) (No) (N/A)	ARE EMPLOYEES UTILIZING APPROPRIATE PPE?
169	(Yes) (No) (N/A)	IF NEGATIVE AIR IS USED, ARE FANS USED CONTINUOUSLY AND MONITORED FOR PRESSURE DIFFERENTIAL?
170	(Yes) (No) (N/A)	HAS BASELINE BEEN PERFORMED AND NECESSARY FINAL CLEARANCE READINGS TAKEN?
171	(Yes) (No) (N/A)	ARE INSPECTIONS BY INDEPENDENT PQP PERFORMED PRIOR TO BARRIER REMOVAL?
172	(Yes) (No) (N/A)	IS WASTE MATERIAL PROPERLY CONTAINERIZED AND STORED?
173	(Yes) (No) (N/A)	ARE AIR MONITORING RESULTS PROVIDED TO GDA?
174	(Yes) (No) (N/A)	ARE WASTE SHIPMENT RECORDS PROVIDED TO GDA?
		OTHER? EXTRA CREDIT?
WATERFRONT ACTIVITIES		
175	(Yes) (No) (N/A)	WORK OVER OR NEAR WATER AND THE DISTANCE TO WATER SURFACE IS LESS THAN 25 FEET OR MORE AND THE WATER DEPTH IS LESS THAN 10 FEET ARE FALL PROTECTION REQUIREMENTS FOLLOWED? (PFDs NOT REQUIRED)
176	(Yes) (No) (N/A)	WORK OVER OR NEAR WATER AND THE DISTANCE TO WATER SURFACE IS 25 FEET OR MORE ARE FALL PROTECTION REQUIREMENTS FOLLOWED?
177	(Yes) (No) (N/A)	MARINE FALL PROTECTION RAILING TYPE A or TYPE B PROVIDED FOR VESSEL DECKS 6 FT OR MORE ABOVE ADJACENT DECKS, DOCKS, OR OTHER HARD SURFACES?
178	(Yes) (No) (N/A)	PFD's WORN BY PERSONNEL IN AREAS WHERE DECK PERIMETER IS NOT PRESENT
179	(Yes) (No) (N/A)	IS A RESCUE SKIFF AVAILABLE?
180	(Yes) (No) (N/A)	ARE EMERGENCY LIFE RINGS AVAILABLE?
181	(Yes) (No) (N/A)	IF DIVING OPERATIONS ARE TAKING PLACE, HAS A DIVE PLAN BEEN SUBMITTED AND ACCEPTED BY THE DDC?
182	(Yes) (No) (N/A)	IF DIVING, IS FIRST-AID KIT, OXYGEN RESUSCITATION SYSTEM, (30 MINUTE SUPPLY), AND A STOKES LITTER OR BACKBOARD WITH FLOATATION CAPABILITY ON SITE?
183	(Yes) (No) (N/A)	DOES DIVE TEAM CONSIST OF PROPER NUMBER AND QUALIFICATIONS FOR EMPLOYEES?
184	(Yes) (No) (N/A)	HAND RAILS USED FOR FALL PROTECTION ON ALL MARINE VESSELS FOR CONTRACTS AWARDED SINCE MARCH 2007
185	(Yes) (No) (N/A)	MARINE (VESSEL) DECKS 6 FEET OR MORE ABOVE OTHER SURFACES HAVE TYPE A OR TYPE B FALL PROTECTION PROVIDED?
		OTHER? EXTRA CREDIT?
	SCORING: Total applicable for each category = X (where X includes responses for category of "Yes" and "No" but does not include N/A)	
	Total with "Yes" responses for each category = Y * SCORE EQUATION = Y/X *	
	SCORE FOR EACH CATEGORY:	
		1. PREPARATORY PHASE: _____ 7. LADDER SAFETY: _____ 13.EQUIPMENT: _____
		2. OFFICE TRAILER: _____ 8. EXCAVATIONS: _____ 14. TREE MAINTENANCE : _____
		3. FIRE PREVENTION: _____ 9. ELECTRICAL: _____ 15. DEMOLITION: _____
		4. PPE : _____ 10. CRANES: _____ 16: ABATEMENT: _____
		5. SCAFFOLD SAFETY: _____ 11. CONFINED SPACES: _____ 17: WATERFRONT: _____
		6. FALL PROTECTION: 12. ROOFING:
	OVERALL RATING OF CHECKLIST EQUALS LOWEST RATING FOR ANY ONE CATEGORY: _____	
	QUESTIONS ANSWERED "NO" ARE BE ENTERED INTO THE SITE SAFETY & OCCUPATIONAL HEALTH DEFICIENCY TRACKING SYSTEM (REFER TO EM 385-1-1 01.A.12.d)	
		ALTERATION OR CHANGING OF THIS FORM IS NOT AUTHORIZED

COMMENTS:

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 42 00

SOURCES FOR REFERENCE PUBLICATIONS
05/24

PART 1 GENERAL

1.1 REFERENCES

Various publications are referenced in other sections of the specifications to establish requirements for the work. These references are identified in each section by document number, date and title. The document number used in the citation is the number assigned by the standards producing organization (e.g., ASTM B564 Standard Specification for Nickel Alloy Forgings). However, when the standards producing organization has not assigned a number to a document, an identifying number has been assigned for reference purposes.

1.2 ORDERING INFORMATION

The addresses of the standards publishing organizations whose documents are referenced in other sections of these specifications are listed below, and if the source of the publications is different from the address of the sponsoring organization, that information is also provided.

AACE INTERNATIONAL (AACE)
726 East Park Avenue #180
Fairmont, WV 26554 USA
Ph: 304-296-8444
Fax: 304-291-5728
Internet: https://web.aacei.org/

ACOUSTICAL SOCIETY OF AMERICA (ASA)
1305 Walt Whitman Road, Suite 110
Melville, NY 11747-4300
Ph: 516-576-2360
Fax: 631-923-2875
E-mail: asa@acousticalsociety.org
Internet: https://acousticalsociety.org/

AEROSPACE INDUSTRIES ASSOCIATION OF AMERICA, INC. (AIA/NAS)
1000 Wilson Blvd, Suite 1700
Arlington, VA 22209-3928
Ph: 703-358-1000
E-mail: aia@aia-aerospace.org
Internet: https://www.aia-aerospace.org/

AIR BARRIER ASSOCIATION OF AMERICA (ABAA)
1600 Boston-Providence Hwy
Walpole, MA 02081
Ph: 1-866-956-5888
Fax: 1-866-956-5819
E-mail: abaa@airbarrier.org
Internet: https://www.airbarrier.org/

AIR CONDITIONING CONTRACTORS OF AMERICA (ACCA)
1520 Belle View Blvd #5220
Alexandria, VA 22307

Ph: 703-575-4477
Internet: https://www.acca.org/

AIR DUCT COUNCIL (ADC)
1300 Summer Ave.
Cleveland, OH 44115
Ph: 216-241-7333

E-mail: info@flexibleduct.org
Internet: https://flexibleduct.org/

AIR MOVEMENT AND CONTROL ASSOCIATION INTERNATIONAL, INC. (AMCA)
30 West University Drive
Arlington Heights, IL 60004-1893
Ph: 847-394-0150
Fax: 847-253-0088
E-mail: communications@amca.org
Internet: http://www.amca.org

AIR-CONDITIONING, HEATING AND REFRIGERATION INSTITUTE (AHRI)
2311 Wilson Blvd, Suite 400
Arlington, VA 22201
Ph: 703-524-8800
Internet: http://www.ahrinet.org

ALLIANCE FOR TELECOMMUNICATIONS INDUSTRY SOLUTIONS (ATIS)
1200 G Street, NW, Suite 500
Washington, D.C. 20005
Ph: 202-628-6380

Internet: http://www.atis.org

ALUMINUM ASSOCIATION (AA)
1400 Crystal Drive
Suite 430
Arlington, VA 22202
Ph: 703-358-2960

Internet: https://www.aluminum.org/

AMERICAN ARCHITECTURAL MANUFACTURERS ASSOCIATION (AAMA)
1900 E Golf Rd, Suite 1250
Schaumburg, IL 60173
Ph: 847-303-5664
E-mail: customerservice@FGIAonline.org
Internet: https://fgiaonline.org/

AMERICAN ASSOCIATION OF RADON SCIENTISTS AND TECHNOLOGISTS (AARST)
527 N Justice Street
Hendersonville, NC 28739
Ph: 828-348-0185

E-mail: info@aarst.org
Internet: http://aarst-nrpp.com/wp/

AMERICAN ASSOCIATION OF STATE HIGHWAY AND TRANSPORTATION OFFICIALS (AASHTO)
555 12th Street NW, Suite 1000
Washington, DC 20004

Ph: 202-624-5800
Fax: 202-624-5806
E-Mail: info@aashto.org
Internet: https://www.transportation.org/

AMERICAN ASSOCIATION OF TEXTILE CHEMISTS AND COLORISTS (AATCC)
1 Davis Drive
P.O. Box 12215
Research Triangle Park, NC 27709-2215
Ph: 919-549-8141

E-Mail: ordering@aatcc.org
Internet: https://www.aatcc.org/

AMERICAN BEARING MANUFACTURERS ASSOCIATION (ABMA)
1001 N. Fairfax Street Suite 500
Alexandria, VA 22314
Ph: 703-842-0030
E-mail: info@americanbearings.org
Internet: https://www.americanbearings.org/

AMERICAN BOILER MANUFACTURERS ASSOCIATION (ABMA/BOIL)
8221 Old Courthouse Road, Suite 380
Vienna, VA 22182
Ph: 703-356-7172
E-mail: info@abma.com
Internet: https://www.abma.com/

AMERICAN BUREAU OF SHIPPING (ABS)
ABS Plaza
1701 City Plaza Drive
Spring, TX 77389 United States
Ph: 281-877-6000
Fax: 281-877-5976
E-Mail: ABS-WorldHQ@eagle.org
Internet: https://ww2.eagle.org/

AMERICAN COLLEGE OF RADIOLOGY (ACR)
1891 Preston White Dr.
Reston, VA 20191
Ph: 703-648-8900
E-mail: info@acr.org
Internet: https://www.acr.org/

AMERICAN COMPOSITES MANUFACTURERS ASSOCIATION (ACMA)
2000 N. 15th St, Suite 250
Arlington, VA 22201
Ph: 703-525-0511
Fax: 703-525-0743
Internet: https://acmanet.org

AMERICAN CONCRETE INSTITUTE (ACI)
38800 Country Club Drive
Farmington Hills, MI 48331-3439
Ph: 248-848-3800
Fax: 248-848-3701
Internet: https://www.concrete.org/

AMERICAN CONCRETE PIPE ASSOCIATION (ACPA)
5605 N. MacArthur Blvd, Suite 340
Irving, TX 75038
Ph: 972-506-7216
Fax: 972-506-7682
E-mail: info@concrete-pipe.org
Internet: https://www.concretepipe.org/

AMERICAN CONFERENCE OF GOVERNMENTAL INDUSTRIAL HYGIENISTS (ACGIH)
3640 Park 42 Drive
Cincinnati, OH 45241
Ph: 513-742-2020
Fax: 513-742-3355
Email: customerservice@acgih.org
Internet: https://www.acgih.org/

AMERICAN FOREST FOUNDATION (AFF)
American Tree Farm System
2000 M Street, NW, Suite 550
Washington, DC 20036
Ph: 202-765-3660
Fax: 202-827-7924
Email: info@forestfoundation.org
Internet: https://www.treefarmsystem.org

AMERICAN FOREST AND PAPER ASSOCIATION (AF&PA)
American Wood Council
Public Policy Office
1101 K Street NW, Suite 700
Washington, DC 20005
Ph: 800-890-7732 or 202-463-2766
Fax: 412-741-0609
E-mail: info@awc.org
Internet: https://www.awc.org/

AMERICAN GAS ASSOCIATION (AGA)
400 North Capitol Street, NW
Suite 450
Washington, D.C. 20001
Ph: 202-824-7000
Internet: https://www.aga.org/

AMERICAN GEAR MANUFACTURERS ASSOCIATION (AGMA)
1001 N. Fairfax Street, Suite 500
Alexandria, VA 22314-1587
Ph: 703-684-0211
Fax: 703-684-0242
E-mail: tech@agma.org
Internet: https://www.agma.org/

AMERICAN INDUSTRIAL HYGIENE ASSOCIATION (AIHA)
3141 Fairview Park Dr, Suite 360
Falls Church, VA 22042
Tel: 703-849-8888
Fax: 703-207-3561
E-mail: infonet@aiha.org
Internet https://www.aiha.org/

AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC)
130 East Randolph, Suite 2000
Chicago, IL 60601
Ph: 312-670-2400
Fax: 312-670-5403
Steel Solutions Center: 866-275-2472
E-mail: solutions@aisc.org
Internet: https://www.aisc.org/

AMERICAN INSTITUTE OF TIMBER CONSTRUCTION (AITC)
1010 South 336th Street #210
Federal Way, WA 98003
Ph: 253-835-3344

Internet: http://www.plib.org/aitc/?ag

AMERICAN IRON AND STEEL INSTITUTE (AISI)
25 Massachusetts Avenue, NW Suite 800
Washington, DC 20001
Ph: 202-452-7100
Internet: https://www.steel.org/

AMERICAN LADDER INSTITUTE (ALI)
1300 Summer Avenue
Clevelan, OH 44115
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: info@americanladderinstitute.org
Internet: https://www.americanladderinstitute.org

AMERICAN LUMBER STANDARDS COMMITTEE (ALSC)
7470 New Technology Way, Suite F
Frederick, MD 21703
Ph: 301-972-1700
Fax: 301-540-8004
E-mail: alsc@alsc.org
Internet: http://www.alsc.org

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)
1899 L Street, NW,11th Floor
Washington, DC 20036
Ph: 202-293-8020
Fax: 202-293-9287
E-mail: info@ansi.org
Internet: https://www.ansi.org/

AMERICAN PETROLEUM INSTITUTE (API)
200 Massachusetts Avenue NW Suite 1100
Washington, DC 20001-5571
Ph: 202-682-8000
Internet: https://www.api.org/

AMERICAN RAILWAY ENGINEERING AND MAINTENANCE-OF-WAY ASSOCIATION (AREMA)
4471 Nicole Drive, Unit 1
Lanham, MD 20706
Ph: 301-459-3200
E-mail: info@arema.org
Internet: https://www.arema.org

AMERICAN SOCIETY FOR NONDESTRUCTIVE TESTING (ASNT)
1201 Dublin Road Suite G04

Columbus, OH 43215-1045
Ph: 800-222-2768 or 614-274-6003

E-mail: customersupport@asnt.org
Internet: https://www.asnt.org/

AMERICAN SOCIETY FOR QUALITY (ASQ)
600 North Plankinton Avenue
Milwaukee, WI 53203
-or-
P.O. Box 3005
Milwaukee, WI 53201-3005
Ph: 800-248-1946; 414-272-8575
Fax: 414-272-1734
E-mail: help@asq.org
Internet: https://asq.org/

AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE)
1801 Alexander Bell Drive
Reston, VA 20191
Ph: 800-548-2723; 703-295-6300
Email: customercare@asce.org
Internet: https://www.asce.org/

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)
180 Technology Parkway NW
Peachtree Corners, GA 30092
Ph: 404-636-8400 or 800-527-4723
Fax: 404-321-5478
E-mail: ashrae@ashrae.org
Internet: https://www.ashrae.org/

AMERICAN SOCIETY OF MECHANICAL ENGINEERS (ASME)
Two Park Avenue
New York, NY 10016-5990
Ph: 800-843-2763
Fax: 973-882-1717
E-mail: customercare@asme.org
Internet: https://www.asme.org/

AMERICAN SOCIETY OF SAFETY PROFESSIONALS (ASSP)
520 N. Northwest Highway
Park Ridge, IL 60068
Ph: 847-699-2929
E-mail: customerservice@assp.org
Internet: https://www.assp.org/

AMERICAN SOCIETY OF SANITARY ENGINEERING (ASSE)
18927 Hickory Creek Drive, Suite 220
Mokena, IL 60448
Ph: 708-995-3019
Fax: 708-479-6139
Internet: http://www.asse-plumbing.org

AMERICAN WATER WORKS ASSOCIATION (AWWA)
6666 W. Quincy Avenue
Denver, CO 80235 USA
Ph: 303-794-7711 or 800-926-7337
Fax: 303-347-0804
Internet: https://www.awwa.org/

AMERICAN WELDING SOCIETY (AWS)
8669 NW 36 Street, #130
Miami, FL 33166-6672
Ph: 800-443-9353
Email: customercare@aws.org
Internet: https://www.aws.org/

AMERICAN CLEAN POWER ASSOCIATION (ACP)
1501 M St. NW, Suite 900
Washington, DC 20005
Ph: 202-383-2500
Internet: https://cleanpower.org/

AMERICAN WOOD COUNCIL (AWC)
50 Catoctin Circle SE, Suite 201
Leesburg, VA 20176
Ph: 800-890-7732 or 202-463-2766
Fax: 412-741-0609
E-mail: info@awc.org
Internet: https://www.awc.org/

AMERICAN WOOD PROTECTION ASSOCIATION (AWPA)
P.O. Box 361784
Birmingham, AL 35236-1784
Ph: 205-733-4077
Fax: 205-733-4075
Internet: http://www.awpa.com

AmericanHort (AH)
2130 Stella Court
Columbus, OH 43215
Ph: 614-487-1117 OH
Ph: 202-789-2900 DC
Internet: https://www.americanhort.org/

APA - THE ENGINEERED WOOD ASSOCIATION (APA)
7011 South 19th St.
Tacoma, WA 98466-5333
Ph: 253-565-6600
Fax: 253-565-7265
Internet: https://www.apawood.org/

ARCHITECTURAL WOODWORK INSTITUTE (AWI)
46179 Westlake Drive, Suite 120
Potomac Falls, VA 20165
Ph: 571-323-3636
Fax: 571-323-3630
E-mail: info@awinet.org
Internet: http://www.awinet.org

ASM INTERNATIONAL (ASM)
9639 Kinsman Road

Materials Park, OH 44073-0002
Ph: 440-671-3800 (US),
E-mail: memberservicecenter@asminternational.org
Internet: https://www.asminternational.org/

ASPHALT INSTITUTE (AI)
2696 Research Park Drive
Lexington, KY 40511-8480
Ph: 859-288-4960 or 1-866-540-9577
Fax: 859-288-4999
E-mail: info@asphaltinstitute.org
Internet: http://www.asphaltinstitute.org

ASPHALT RECYCLING AND RECLAIMING ASSOCIATION (ARRA)
800 Roosevelt Road, Building C-312
Glen Ellyn, IL 60137
Ph: 630-942-6578
E-mail: annew@cmservices.com
Internet: https://www.arra.org/

ASPHALT ROOFING MANUFACTURERS ASSOCIATION (ARMA)
2331 Rock Spring Road
Forest Hill, MD 21050

Ph: 443-640-1075
Fax: 443-640-1031
Email: info@asphaltroofing.org
Internet: https://asphaltroofing.org/

ASSOCIATED AIR BALANCE COUNCIL (AABC)
1015 18th St. NW Suite 603
Washington, DC 20036
Ph: 202-737-0202
Fax: 202-315-0285
E-mail: info@aabc.com
Internet: https://www.aabc.com/

ASSOCIATION FOR IRON AND STEEL TECHNOLOGY (AIST)
186 Thorn Hill Road
Warrendale, PA 15086-7528
Ph: 724-814-3000
Fax: 724-814-3001
E-Mail: memberservices@aist.org
Internet: https://www.aist.org/publications-advertising

ASSOCIATION FOR THE ADVANCEMENT OF MEDICAL INSTRUMENTATION (AAMI)
901 N. Glebe Road, Suite 300
Arlington, VA 22203
Ph: 703-525-4890
Fax: 703-783-0705
E-mail: customerservice@aami.org
Internet: http://www.aami.org

ASSOCIATION OF EDISON ILLUMINATING COMPANIES (AEIC)

P.O. Box 58130
Washington, DC 20037
Ph: 205-257-3839
Fax: 205-257-2540

Internet: https://aeic.org/

ASSOCIATION OF HOME APPLIANCE MANUFACTURERS (AHAM)
1111 19th Street NW, Suite 1150
Washington, DC 20036
Ph: 202-872-5955
E-mail: info@aham.org
Internet: http://www.aham.org

ASSOCIATION OF ILLINOIS SOIL AND WATER CONSERVATION DISTRICTS (AISWCD)
201 West Lawrence
Springfield, Illinois 62704
Ph: 217-744-3414
E-mail: info@aiswcd.org
Internet: www.aiswcd.org

POOL & HOT TUB ALLIANCE (PHTA)
1650 King St., Ste. 602
Alexandria, VA 22314-4679
Ph: 703-838-0083
Fax: 703-549-0493
E-mail: service@phta.org
Internet: https://phta.org/

ASSOCIATION OF THE WALL AND CEILING INDUSTRY (AWCI)
513 West Broad Street, Suite 210
Falls Church, VA 22046
Ph: 703-538-1600
Fax: 703-534-8307
Internet: https://www.awci.org/

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

AUDIOVISUAL AND INTEGRATED EXPERIENCE ASSOCIATION (AVIXA)
11242 Waples Mill Road
Suite 200
Fairfax, VA 22030
Ph: 703-273-7200/800-659-7469
E-mail: membership@avixa.org
Internet: https://www.avixa.org/

BACNET TESTING LABORATORIES (BTL)
BACnet Testing Laboratories
2900 Delk Road
Suite 700, PMB 321
Marietta, GA 30067
Ph: 770-971-6003
Fax: 678-229-2777

Internet: https://www.btl.org/

BAY AREA AIR QUALITY MANAGEMENT DISTRICT (BAAQMD)
375 Beale Street, Suite 600
San Francisco, CA 94105
Ph: 415-749-4900
Fax: 415-928-8560
Internet: http://www.baaqmd.gov/

BICSI International Standards Program (BICSI)
8610 Hidden River Parkway
Tampa, FL 33637, USA
Ph: +1 813-979-1991 or 800-242-7405 (USA and Canada toll-free)
Fax: +1 813-971-4311
Email: bicsi@bicsi.org
Internet: https://www.bicsi.org/

BIFMA INTERNATIONAL (BIFMA)
678 Front Ave. NW, Suite 150
Grand Rapids, MI 49504-5368
Ph: 616-285-3963
E-mail: email@bifma.org
Internet: https://www.bifma.org/

BIOCYCLE, JOURNAL OF COMPOSTING AND RECYCLING (BIOCYCLE)
Ph: 610-967-4135
Internet: https://www.biocycle.net/

BRITISH STANDARDS INSTITUTION (BSI)
Ph: +44 345-080-9000
E-mail: cservices@bsigroup.com
Internet: https://www.bsigroup.com/

BUILDERS HARDWARE MANUFACTURERS ASSOCIATION (BHMA)
529 14th Street NW Suite 1280
Washington, DC 20045
Ph: 212-297-2122
Fax: 212-370-9047
Internet: https://www.buildershardware.com/

CALIFORNIA AIR RESOURCES BOARD (CARB)
1001 I Street
Sacramento, CA 95814
Ph: 800-242-4450
Email: helpline@arb.ca.gov
Internet: https://ww2.arb.ca.gov/

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH)
PO Box 997377, MS 0500
Sacramento, CA 95899-7377
Ph: 916-558-1784
Internet: https://www.cdph.ca.gov/

CALIFORNIA ENERGY COMMISSION (CEC)
Media and Public Communications Office
1516 Ninth Street, MS-29
Sacramento, CA 95814-5512
Ph: 916-654-5106
E-mail: mediaoffice@energy.ca.gov
Internet: https://www.energy.ca.gov/

CARPET AND RUG INSTITUTE (CRI)
P.O. Box 2048
Dalton, GA 30722-2048
Ph: 706-278-3176
Fax: 706-278-8835
Internet: https://carpet-rug.org/

CAST IRON SOIL PIPE INSTITUTE (CISPI)
2401 Fieldcrest Drive
Mundelein, IL 60060
Ph: 224-864-2910
Internet: https://www.cispi.org/

CEILINGS AND INTERIOR SYSTEMS CONSTRUCTION ASSOCIATION (CISCA)
P.O. Box 293
Elmhurst, IL 60126
Ph: 630-584-1919
Fax: 866-560-8537
E-mail: cisca@cisca.org
Internet: https://www.cisca.org

CENTERS FOR DISEASE CONTROL AND PREVENTION (CDC)
1600 Clifton Road
Atlanta, GA 30329-4027
Ph: 800-232-4636
TTY: 888-232-6348
Internet: https://www.cdc.gov

CHEMICAL FABRICS AND FILM ASSOCIATION (CFFA)
1300 Sumner Avenue
Cleveland OH 44115-2851
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: cffa@chemicalfabricsandfilm.com
Internet: https://www.chemicalfabricsandfilm.com/

CHLORINE INSTITUTE (CI)
1300 Wilson Boulevard, Suite 525
Arlington, VA 22209
Ph: 703-894-4140
Fax: 703-894-4130
E-mail: pubs@cl2.com
Internet: https://www.chlorineinstitute.org

COMPOSITE PANEL ASSOCIATION (CPA)
19465 Deerfield Avenue, Suite 306
Leesburg, VA 20176
Ph: 703-724-1128
Fax: 703-724-1588
Internet: https://www.compositepanel.org/

COMPRESSED AIR AND GAS INSTITUTE (CAGI)
1300 Sumner Avenue
Cleveland OH 44115
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: cagi@cagi.org
Internet: https://www.cagi.org/

COMPRESSED GAS ASSOCIATION (CGA)
8484 Westpark Drive Suite 220
McLean, Virginia 22102
Ph: 703-788-2700
Fax: 703-961-1831
E-mail: cga@cganet.com
Internet: https://www.cganet.com/

CONCRETE REINFORCING STEEL INSTITUTE (CRSI)
933 North Plum Grove Road
Schaumburg, IL 60173-4758
Ph: 847-517-1200
Email: crsi@crsi.org
Fax: 847-517-1206
Internet: http://www.crsi.org/

CONCRETE SAWING AND DRILLING ASSOCIATION (CSDA)
P.O. Box 324
St. Petersburg, FL 33701
PH: 727-577-5004
E-mail: info@csda.org
Internet: https://www.csda.org

CONSUMER ELECTRONICS ASSOCIATION (CEA)
1919 South Eads St.
Arlington, VA 22202
Ph: 703-907-7600
E-mail: CTA@CTA.tech
Internet: https://www.cta.tech/

CONSUMER TECHNOLOGY ASSOCIATION (CTA)
1919 South Eads St.
Arlington, VA 22202
Ph: 703-907-7600
E-mail: CTA@CTA.tech
Internet: https://www.cta.tech/

CONSUMER PRODUCT SAFETY COMMISSION (CPSC)
4330 East West Highway
Bethesda, MD 20814
Ph: 800-638-2772
Fax: 301-504-0124 or 301-504-0025
Internet: https://www.cpsc.gov

CONVEYOR EQUIPMENT MANUFACTURERS ASSOCIATION (CEMA)
P.O. Box 2145
Bonita Springs, FL 34133-2145
Ph: 239-514-3441
Fax: 239-514-3470
E-mail: karen@cemanet.org
Internet: https://www.cemanet.org/

COOL ROOF RATING COUNCIL (CRRC)
2435 N. Lombard St.
Portland, OR 97217
Ph: 866-465-2523
E-mail: info@coolroofs.org
Internet: https://coolroofs.org/

COOLING TECHNOLOGY INSTITUTE (CTI)
3845 Cypress Creek Parkway, Suite 420
Houston, TX 77068
Ph: 281-583-4087
Fax: 281-537-1721
E-mail: vmanser@cti.org
Internet: https://www.coolingtechnology.org/

COPPER DEVELOPMENT ASSOCIATION (CDA)
Internet: https://www.copper.org/

COUNCIL ON ENVIRONMENTAL QUALITY (CEQ) (WHITE HOUSE)
722 Jackson Place
Washington DC 20506
Internet: https://www.whitehouse.gov/administration/eop/ceq

CRANE MANUFACTURERS ASSOCIATION OF AMERICA (CMAA)
8720 Red Oak Boulevard, Suite 201
Charlotte, NC 28217-3992
Ph: 704-676-1190
Fax: 704-676-1199
Internet: http://www.mhi.org/cmaa

CSA GROUP (CSA)
178 Rexdale Blvd.
Toronto, ON, Canada M9W 1R3
Ph: 416-747-4044
Fax: 416-747-2510
E-mail: member@csagroup.org
Internet: https://www.csagroup.org/

DEPARTMENT OF DEFENSE EXPLOSIVES SAFETY BOARD (DDESB)
Internet: https://denix.osd.mil/ddes/home/

DISTRICT OF COLUMBIA MUNICIPAL REGULATIONS (DCMR)
1350 Pennsylvania Avenue, NW, Suite 419
Washington DC 20004
Ph: 202-727-6306
Fax: 202-727-3582
TTY: 711
E-mail: secretary@dc.gov
Internet:
https://os.dc.gov/service/publication-and-regulatory-services

DOOR AND ACCESS SYSTEM MANUFACTURERS ASSOCIATION (DASMA)
1300 Sumner Avenue
Cleveland, OH 44115-2851
Ph: 216-241-7333
Fax: 216-241-0105
Email dasma@dasma.com
Internet: https://www.dasma.com/

DUCTILE IRON PIPE RESEARCH ASSOCIATION (DIPRA)
P.O. Box 190306
Birmingham, AL 35216
Ph: 205-402-8700
Email: info@dipra.org
Internet: https://www.dipra.org/

ELECTRICAL GENERATING SYSTEMS ASSOCIATION (EGSA)
P.O. Box 73206
Washington, DC 20056
Ph: 561-750-5575
Fax: 561-395-8557
Email: e-mail@egsa.org
Internet: http://www.egsa.org

ELECTRIFICATION AND CONTROLS MANUFACTURERS ASSOCIATION (ECMA)
8720 Red Oak Blvd., Suite 201
Charlotte, NC 28217
Ph: 704-676-1190
E-mail: askidmore@mhi.org
Internet: www.mhi.org/ecma

ELECTRONIC COMPONENTS INDUSTRY ASSOCIATION (ECIA)
310 Maxwell Road, Suite 200
Alpharetta, GA 30009
Ph: 678-393-9990
Fax: 678-393-9998
E-mail: emikoski@ecianow.org
Internet: https://www.ecianow.org

ELECTRONIC INDUSTRIES ALLIANCE (EIA)
EIA has become part of the ELECTRONIC COMPONENTS INDUSTRY ASSOCIATION (ECIA)

ELECTROSTATIC DISCHARGE ASSOCIATION (ESD)
218 W Court St
Rome, NY 13440-2069
Ph: 315-339-6937
Fax: 315-339-6793
E-mail: info.eosesda@esda.org
https://www.esda.org/

ENERGY INSTITUTE (EI)
Publications Team
Energy Institute
61 New Cavendish Street
London
W1G 7AR, UK
Ph: +44 (0)20 7467 7100
Fax: +44 (0)20 7255 1472
E-mail: pubs@energyinst.org.uk
Internet: https://publishing.energyinst.org/

ETL TESTING LABORATORIES (ETL)
Intertek
Ph: 800-967-5352
Internet: http://www.intertek.com/

EUROPEAN COMMITTEE FOR STANDARDIZATION (CEN/CENELEC)
CEN-CENELEC Management Centre
Rue de la Science 23
B - 1040 Brussels, Belgium
Ph: 32-2-550-08-11
Fax: 32-2-550-08-19
Internet: https://www.cencenelec.eu/

EUROPEAN UNION (EU)
European Commission
Rue de la Loi 200
1000 Bruxelle
Belgium
Ph: +32 2 299 96 96
Internet: https://commission.europa.eu/index_en

EXPANSION JOINT MANUFACTURERS ASSOCIATION (EJMA)
25 North Broadway
Tarrytown, NY 10591
Fax: 914-332-1541
E-mail: inquiries@ejma.org
Internet: http://www.ejma.org

EXTRON ELECTRONICS (EE)
Extron USA West
Worldwide Headquarters
1025 E. Ball Road
Anaheim, CA 92805
Ph: 800-633-9876
Fax: 714-491-1517
Internet: https://www.extron.com/

FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)
615 Chestnut Street
One Independence Mall, Sixth Floor
Philadelphia, PA 19106-4404
Ph: 215-931-5597
E-mail: femar3newsdesk@fema.dhs.gov
Internet: https://www.fema.gov/

FEDERAL REMEDIATION TECHNOLOGIES ROUNDTABLE (FRTR)
Ph: 703-487-4650
Internet: https://frtr.gov/

FLORIDA ADMINISTRATIVE CODE (FAC)
Florida Administrative Register
R.A. Gray Building
500 South Bronough Street
Tallahassee, FL 32399-0250
Ph: 850-245-6270
E-mail: AdminstrativeCode@dos.myflorida.com
Internet: https://www.flrules.org/

FLUID CONTROLS INSTITUTE (FCI)
1300 Sumner Avenue
Cleveland, OH 44115
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: fci@fluidcontrolsinstitute.org
Internet: https://fluidcontrolsinstitute.org/

FLUID SEALING ASSOCIATION (FSA)
994 Old Eagle School Rd. #1019
Wayne, PA 19087-1866
Ph: 610-971-4850
E-mail: info@fluidsealing.com

Internet: www.fluidsealing.com

FM GLOBAL (FM)
270 Central Avenue
Johnston, RI 02919-4949
Ph: 401-275-3000
Fax: 401-275-3029
Internet: https://www.fmglobal.com/

FOREST STEWARDSHIP COUNCIL (FSC)
1441 Woodmont Ln NW #539
Atlanta, GA 30318
Ph: 612-353-4511
E-mail: info@us.fcs.org
Internet: https://us.fsc.org/

FORESTRY SUPPLIERS INC. (FSUP)
205 West Rankin Street
P.O. Box 8397
Jackson, MS 39284-8397
Ph: 800-752-8460
Internet: https://www/forestry-suppliers.com

FOUNDATION FOR CROSS-CONNECTION CONTROL AND HYDRAULIC RESEARCH (FCCCHR)
USC Foundation Office
Universityh of Southern California
1150 South Olive Street, Suite 1700
Los Angeles, CA 90015
Ph: 866-545-6340
Fax: 213-740-8399
E-mail: fccchr@usc.edu
Internet: https://fccchr.usc.edu/

FPInnovations (FPI)
570 Saint-Jean Blvd.
Pointe-Claire, QC
Canada H9R 3J9
Ph: 514-630-4100
Internet: https://fpinnovations.ca/Pages/index.aspx
Download: http://www.masstimber.com
Hard copy: http://www.awc.org

GEOLOGICAL SOCIETY OF AMERICA (GeoSA)
3300 Penrose Place
Boulder, CO 80301-1806
Ph: 303-357-1000
Fax: 303-357-1070
E-mail: gsaservice@geosociety.org
Internet: http://www.geosociety.org

GEOSYNTHETIC INSTITUTE (GSI)
475 Kedron Avenue
Folsom, PA 19033-1208
Ph: 610-522-8440
Fax: 610-522-8441
Internet: https://geosynthetic-institute.org/

GERMAN INSTITUTE FOR STANDARDIZATION (DIN)
Americas
Englewood, CO, US
Ph: +1 800-447-2273 (Toll Free), +1 303-736-3001
(US/Canada)Internet: https://www.din.de/en/

GLASS ASSOCIATION OF NORTH AMERICA (GANA)
National Glass Association
1945 Old Gallows Rd., Suite 750
Vienna, VA 22182
Ph: 866-342-5642
Ph: 703-442-4890
Fax: 703-442-0630
Internet: https://www.glass.org/

GREEN BUSINESS CERTIFICATION INC. (GBCI)
Washington, D.C.
Ph: 1-800-795-1747
Internet: https://www.gbci.org

GREEN BUILDING INITIATIVE (GBI)
7805 SW 40th Ave. #80010
Portland, Oregon 97219
Ph: 503-274-0448
Email: info@thegbi.org
Internet: https://www.thegbi.org/

GREEN SEAL (GS)
601 13th St NW 12th Floor
Washington, DC 20005
Ph: 202-872-6400
Fax: 202-872-4324
E-mail: greenseal@greenseal.org
Internet: https://www.greenseal.org/

GYPSUM ASSOCIATION (GA)
962 Wayne Ave., Suite 620
Silver Spring, MD 20910
Ph: 301-277-8686
Fax: 301-277-8747
E-mail: info@gypsum.org
Internet: https://www.gypsum.org/

H.P. WHITE LABORATORY (HPW)
3114 Scarboro Road
Street, MD 21154
Ph: 410-838-6550
Fax: 410-838-2802
Internet: http://www.hpwhite.com

HARDWOOD PLYWOOD AND VENEER ASSOCIATION (HPVA)
Decorative Hardwoods Association
42777 Trade West Dr.
Sterling, VA 20166
Ph: 703-435-2900
Fax: 703-435-2537
E-mail: Resources@decorativehardwoods.org
Internet: https://www.decorativehardwoods.org/

HEAT EXCHANGE INSTITUTE (HEI)
1300 Sumner Avenue
Cleveland, OH 44115
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: hei@heatexchange.org
Internet: https://www.heatexchange.org/

HYDRAULIC INSTITUTE (HI)
300 Interpace Parkway
Parsippany, NJ 07054-4405
Ph: 973-267-9700
Fax: 973-267-9055
Internet: http://www.pumps.org

HYDRONICS INSTITUTE DIVISION OF AHRI (HYI)
2311 Wilson Blvd, Suite 400
Arlington, VA 22201
Ph: 703-524-8800
Internet: http://www.ahrinet.org

ICC EVALUATION SERVICE, INC. (ICC-ES)
3060 Saturn Street, Suite 100
Brea, CA 92821
Ph: 800-423-6587
Fax: 562-695-4694
E-mail: es@icc-es.org
Internet: https://icc-es.org/

ILLINOIS ENVIRONMENTAL PROTECTION AGENCY (IEPA)
1021 North Grand Avenue, East
PO Box 19276
Springfield, IL 62794-9276
Ph: 217-782-3397
Internet: https://epa.illinois.gov/

ILLUMINATING ENGINEERING SOCIETY (IES)
120 Wall Street, Floor 17
New York, NY 10005-4001
Ph: 212-248-5000
Fax: 212-248-5018
E-mail: membership@ies.org
Internet: https://www.ies.org/

INDIANA DEPARTMENT OF ENVIRONMENTAL MANAGEMENT (IDEM)
Indiana Government Center North
100 North Senate Avenue
Indianapolis, IN 46204-2251
Ph: 317-232-8603
Fax: 317-233-6647
E-mail: info@idem.IN.gov
Internet: www.in.gov/idem/

INDUSTRIAL FASTENERS INSTITUTE (IFI)
6363 Oak Tree Boulevard
Independance, OH 44131
Ph: 216-241-1482
E-mail: techinfo@indfast.org

Internet: https://www.indfast.org/

INSTITUTE OF CLEAN AIR COMPANIES (ICAC)
2101 Wilson Blvd., Suite 530
Arlington, VA 22201
Ph: 202-478-6188
Internet: https://www.icac.com

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)
445 and 501 Hoes Lane
Piscataway, NJ 08854-4141
Ph: 732-981-0060 or 800-701-4333
Fax: 732-981-9667
E-mail: onlinesupport@ieee.org
Internet: https://www.ieee.org/

INSTITUTE OF ENVIRONMENTAL SCIENCES AND TECHNOLOGY (IEST)
1827 Walden Office Square, Suite 400
Schaumburg, IL 60173
Ph: 847-981-0100
Fax: 847-981-4130
E-mail: information@iest.org
Internet: https://www.iest.org/

INSTITUTE OF INSPECTION, CLEANING, AND RESTORATION CERTIFICATION (IICRC)
IICRC Global Resource Center
4043 S. Eastern Ave.
Las Vegas, NV 89119
Ph: 844-464-4272
E-mail: Marketing@iicrcnet.org
Internet: https://www.iicrc.org/

INSTITUTE OF TRANSPORTATION ENGINEERS (ITE)
1627 Eye Street, NW, Suite 550
Washington, DC 20006
Ph: 202-785-0060
Fax: 202-785-0609
E-mail: ite_staff@ite.org
Internet: https://www.ite.org/

INSTRUCTIONS AND STANDARDS FOR NAVBASE GUANTANAMO BAY CUBA (COMNAVBASEGTMOINST)
Naval Station Guantanamo Bay
c/o Admin Department
PSC 1005 Box 25
FPO AE Guantanamo Bay, 09593
Ph: (011) 5399-4511
Internet:
https://cnrse.cnic.navy.mil/Installations/NS-Guantanamo-Bay/

INSULATED CABLE ENGINEERS ASSOCIATION (ICEA)
P.O. Box 493
Miamitown, OH 45041-9998
E-mail: info@icea.net
Internet: https://www.icea.net/

INSULATING GLASS MANUFACTURERS ALLIANCE (IGMA)
27 N. Wacker Dr. Suite 365

Chicago, IL 60606-2800
Ph: 613-233-1510
Fax: 613-482-9436
E-mail: enquiries@igmaonline.org
Internet: https://fgiaonline.org//

INTELLIGENCE COMMUNITY STANDARD (ICS)
Homeland Security Digital Library
Ph: 831-272-2437
E-mail: hsdl@nps.edu
Internet: https://www.hsdl.org/c/

INTERNATIONAL AIR TRANSPORT ASSOCIATION (IATA)
800 Place Victoria
PO Box 113
Montréal, Quebec, H4Z 1M1
Ph: 514-390-6726 or 800-716-6326
Fax: 514-874-9659
E-mail: custserv@iata.org
Internet: https://www.iata.org/

INTERNATIONAL ASSOCIATION OF PLUMBING AND MECHANICAL OFFICIALS (IAPMO)
4755 E. Philadelphia St.
Ontario, CA 91761
Ph: 909-472-4100
Fax: 909-472-4150
E-mail: iapmo@iapmo.org
Internet: http://www.iapmo.org

INTERNATIONAL CAST POLYMER ASSOCIATION (ICPA)
12195 Highway 92 Suite 114 #176
Woodstock, GA 30188
Ph: 470-219-8139
Internet: https://theicpa.com/

INTERNATIONAL CODE COUNCIL (ICC)
200 Massachusetts Ave, NW Suite 250
Washington, DC 20001
Ph: 800-786-4452 or 888-422-7233
Fax: 202-783-2348
E-mail: order@iccsafe.org
Internet: https://www.iccsafe.org/

INTERNATIONAL CONCRETE REPAIR INSTITUTE (ICRI)
1601 Utica Avenue South, Suite 213
Minneapolis MN 55416
Ph: 651-366-6095
Fax: 651-290-2266
E-mail: info@icri.org
Internet: https://www.icri.org/

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)
3050 Old Centre Ave. Suite 101
Portage, MI 49024
Ph: 269-488-6382 or 1-888-300-6382
Fax: 269-488-6383
Internet: https://www.netaworld.org/

INTERNATIONAL ELECTROTECHNICAL COMMISSION (IEC)
3, rue de Varembe, 1st floor
P.O. Box 131
CH-1211 Geneva 20, Switzerland
Ph: 41-22-919-02-11
Fax: 41-22-919-03-00
E-mail: info@iec.ch
Internet: https://www.iec.ch/

INTERNATIONAL FEDERATION FOR STRUCTURAL CONCRETE (fib)
Chemin du Barrage, Station 18
CH-105
Lausanne, Switzerland
Ph: +41 21 693 27 47
Fax: +41 21 693 62 45
Internet: https://www.fib-international.org/

INTERNATIONAL GROUND SOURCE HEAT PUMP ASSOCIATION (IGSHPA)
312 S. 4th Street, Suite 100
Springfield, IL 62701
Ph: 800-626-4747 or 405-744-5175
Fax: 405-744-5283
E-mail: igshpa@okstate.edu
Internet: https://igshpa.org/

INTERNATIONAL INSTITUTE OF AMMONIA REFRIGERATION (IIAR)
1001 N. Fairfax Street, Suite 503
Alexandria, VA 22314
Ph: 703-312-4200
Fax: 703-312-0065
E-mail: info@iiar.org
Internet: https://www.iiar.org

INTERNATIONAL MUNICIPAL SIGNAL ASSOCIATION (IMSA)
597 Haverty Court, Suite 100
Rockledge, FL 32955
Ph: 321-392-0500 and 800-723-4672
Fax: 315-806-1400
E-mail: orders@imsasafety.org
Internet: http://www.imsasafety.org/

INTERNATIONAL NAVIGATION ASSOCIATION (PIANC)
General Secretariat
Blvd. du Roi Albert II
20 - Boite 3
B-1000 Brussels
Belgium
Ph: +32 2 553 71 61
E-mail: info@pianc.org
Internet: https://www.pianc.org/

INTERNATIONAL ORGANIZATION FOR STANDARDIZATION (ISO)
ISO Central Secretariat
BIBC II
Chemin de Blandonnet 8
CP 401 - 1214 Vernier, Geneva
Switzerland
Ph: 41-22-749-01-11
E-mail: central@iso.ch

Internet: https://www.iso.org

INTERNATIONAL SAFETY EQUIPMENT ASSOCIATION (ISEA)
1101 Wilson Blvd, Suite 1425
Arlington, VA 22209-1762
Ph: 703-525-1695
Fax: 703-528-2148
Internet: https://safetyequipment.org/

INTERNATIONAL SOCIETY OF AUTOMATION (ISA)
67 T.W. Alexander Drive
PO Box 12277
Research Triangle Park, NC 27709
Ph: 919-549-8411
Fax: 919-549-8288
E-mail: info@isa.org
Internet: https://www.isa.org/

INTERNATIONAL SOCIETY OF EXPLOSIVES ENGINEERS (ISEE)
26500 Renaissance Parkway
Cleveland, OH 44128
Ph: 440-349-4400
Fax: 440-349-3788
E-mail: isee.org/contact-us
Internet: https://www.isee.org/

INTERNATIONAL TELECOMMUNICATION UNION (ITU)
Place des Nations
1211 Geneve 20 Switzerland
Ph: 41-22-730-6141
Fax: 41-22-730-5194
E-mail: sales@itu.int
Internet: https://www.itu.int

INTERNATIONAL WINDOW CLEANING ASSOCIATION (IWCA)
905 S Martin Luther King, Jr. Blvd Suite D
Americus, GA 31719
Ph: 888-522-1905
Email: info@iwca.org
Internet: https://www.iwca.org/

INTERNET ENGINEERING TASK FORCE (IETF)
c/o Association Management Solutions, LLC (AMS)
5177 Brandin Court
Fremont, California 94538
Ph: 510-492-4080
Fax: 510-492-4001
E-mail: ietf-info@ietf.org
Internet: https://www.ietf.org/

IPC - ASSOCIATION CONNECTING ELECTRONICS INDUSTRIES (IPC)
3000 Lakeside Drive, Suite 105 N
Bannockburn, IL 60015
Ph: 847-615-7100
Fax: 847-615-7105
E-mail: contact.Us@ipc.org
Internet: http://www.ipc.org

ITALIAN LAWS AND DECREES (D.M.)
Internet: http://www.nyulawglobal.org/globalex/Italy1.html

JAPANESE STANDARDS ASSOCIATION (JSA)
c/o MITA MT Bldg., 3-13-12 Mita
Minato-ku, Tokyo 108-0073, JAPAN
Fax: 81-3-4231-8650
E-mail: po@jsa.or.jp
Internet: https://www.jsa.or.jp/en/

KITCHEN CABINET MANUFACTURERS ASSOCIATION (KCMA)
1899 Preston White Drive
Reston, VA 20191-5435
Ph: 703-264-1690
Fax: 703-620-6530
E-mail: info@kcma.org
Internet: https://www.kcma.org/

L.H. BAILEY HORTORIUM (LHBH)
Plant Biology Units
The L.H. Bailey Hortorium and Herbarium
440 Mann Library Building
Ithaca, NY 14853
Ph: 607-255-1052
Fax: 607-254-5407
Internet:
https://cals.cornell.edu/school-integrative-plant-science/school-sections/plar

LOCKHEED MARTIN CORPORATION (LM)
6801 Rockledge Drive
Bethesda, MD 20817 U.S.A.
Ph: 301-897-6000
Internet: https://www.lockheedmartin.com/us.html

LONMARK INTERNATIONAL (LonMark)
111 Deerwood Road, Suite 200
San Ramon, CA 94583
Ph: 866-566-6275 or 408-790-3247
Fax: 408-790-3838
Email: admin@lonmark.org
Internet: http://www.lonmark.org

MANUFACTURERS STANDARDIZATION SOCIETY OF THE VALVE AND FITTINGS INDUSTRY (MSS)
127 Park Street, NE
Vienna, VA 22180-4602
Ph: 703-281-6613
E-mail: info@msshq.org
Internet: http://msshq.org

MAPLE FLOORING MANUFACTURERS ASSOCIATION (MFMA)
1425 Tri State Parkway Suite 110
Gurnee, IL 60031
Ph: 888-480-9138
Fax: 847-686-2251
E-mail: mfma@maplefloor.org
Internet: http://www.maplefloor.org

MARBLE INSTITUTE OF AMERICA (MIA)
Natural Stone Institute
380 E. Lorain Street
Oberlin, OH 44074
Ph: 440-250-9222
Fax: 440-774-9222
E-mail: info@naturalstoneinstitute.org
Internet: https://www.naturalstoneinstitute.org/

MASTER PAINTERS INSTITUTE (MPI)
2800 Ingleton Avenue
Burnaby, BC CANADA V5C 6G7
Ph: 1-888-674-8937
Fax: 1-888-211-8708
E-mail: info@paintinfo.com or techservices@mpi.net
Internet: http://www.mpi.net/

MATERIAL HANDLING INDUSTRY OF AMERICA (MHI)
8720 Red Oak Blvd., Suite 201
Charlotte, NC 28217-3996
Ph: 704-676-1190
Fax: 704-676-1199
Internet: http://www.mhi.org

METAL BUILDING MANUFACTURERS ASSOCIATION (MBMA)
1300 Sumner Avenue
Cleveland, OH 44115-2851
Ph: 216-241-7333
Fax: 216-241-0105
Internet: https://www.mbma.com/

METAL FRAMING MANUFACTURERS ASSOCIATION (MFMA)
330 N. Wabash Avenue
Chicago, IL 60611
Ph: 312-644-6610
E-mail: MFMAstats@smithbucklin.com
Internet: http://www.metalframingmfg.org/

MIDDLE ATLANTIC PRODUCTS (MA)
a Brand of Legrand AV
300 Fairfield Road
Fairfield, NJ 07004
Ph: 800-266-7225
Fax: 800-392-3955
Internet: https://www.legrand.us/middle-atlantic-products

MIDWEST INSULATION CONTRACTORS ASSOCIATION (MICA)
7250 Poe Avenue, Suite 410
Dayton, OH 45414
Ph: 888-294-0084
Fax: 937-278-0317
Email: info@micainsulation.org
Internet: https://www.micainsulation.org/

MIDWEST ROOFING CONTRACTORS ASSOCIATION (MRCA)
7250 Poe Avenu Suite 410
Dayton, OH 45414
Ph: 800-497-6722
Fax: 937-278-0317

E-mail: info@mrca.org
Internet: General Information: http://www.mrca.org

MODBUS ORGANIZATION, INC (MODBUS)
800 Federal St.
Andover, MA 01810
Ph: 508-435-7170
Fax: 508-435-7172
Internet: http://www.modbus.org

NACE INTERNATIONAL (NACE)
15835 Park Ten Place
Houston, TX 77084
Ph: 281-228-6200
Fax: 281-228-6300
E-mail: firstservice@nace.org
Internet: https://www.ampp.org/home

NATIONAL AERONAUTICS AND SPACE ADMINISTRATION (NASA)
NASA Headquarters
300 E. Street SW, Suite 5R30
Washington, DC 20546
Ph: 202-358-0001
Fax: 202-358-4338
Internet: https://www.nasa.gov/

NATIONAL AIR DUCT CLEANERS ASSOCIATION (NADCA)
1120 Route 73, Suite 200
Mt. Laurel, NJ 08054
Toll Free: 855-GO-NADCA
Ph: (856) 380-6810
Fax: (856) 439-0525
Email: info@nadca.com
Internet: https://nadca.com/

NATIONAL ASSOCIATION OF ARCHITECTURAL METAL MANUFACTURERS (NAAMM)
800 Roosevelt Road, Bldg C, Suite 312
Glen Ellyn, IL 60137
Ph: 630-942-6591
Fax: 630-790-3095
E-mail: info@naamm.org
Internet: http://www.naamm.org

NATIONAL BOARD OF BOILER AND PRESSURE VESSEL INSPECTORS (NBBI)
1055 Crupper Avenue
Columbus, OH 43229-1183
Ph: 614-888-8320
Fax: 614-888-0750
E-mail: information@nationalboard.org
Internet: https://www.nationalboard.org

NATIONAL CABLE AND TELECOMMUNICATIONS ASSOCIATION (NCTA)
25 Massachusetts Avenue, NW, Suite 100
Washington, DC 20001
Ph: 202-222-2300
E-mail: info@ncta.com
Internet: https://www.ncta.com/

NATIONAL CONCRETE MASONRY ASSOCIATION (NCMA)
13750 Sunrise Valley Drive
Herndon, VA 20171
Ph: 703-713-1900
Fax: 703-713-1910
E-mail: info@ncma.org
Internet: https://ncma.org/

NATIONAL COUNCIL ON RADIATION PROTECTION AND MEASUREMENTS (NCRP)
7910 Woodmont Avenue, Suite 905
Bethesda, MD 20814-3046
Ph: 301-657-2652
Fax: 301-560-8005
E-mail: ncrppubs@ncrpponline.org
Internet: https://ncrponline.org/

NATIONAL DRILLING ASSOCIATION (NDA)
4036 Center Rd, Suite B
Brunswick, OH 44212
Ph: 877-632-4748
Fax: 216-803-9900
E-mail: info@nda4u.com
Internet: https://www.nda4u.com/

NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION (NECA)
1201 Pennsylvania Ave. NW, Suite 1200
Washington, DC 20004
Ph: 202-991-6300
Fax: 202-217-4171
Internet: https://www.necanet.org/

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)
1300 North 17th Street, Suite 900
Arlington, VA 22209
Ph: 703-841-3200
Email: communications@nema.org
Internet: https://www.nema.org

NATIONAL ELEVATOR INDUSTRY, INC. (NEII)
5537 SW Urish Road
Topeka, KS 66610
Ph: 703-589-9985
E-Mail: info@neii.org
Internet: https://nationalelevatorindustry.org/

NATIONAL ENVIRONMENTAL BALANCING BUREAU (NEBB)
8575 Grovemont Circle
Gaithersburg, MD 20877
Ph: 301-977-3698
Fax: 301-977-9589
Internet: http://www.nebb.org

NATIONAL FENESTRATION RATING COUNCIL (NFRC)
6305 Ivy Lane, Suite 140
Greenbelt, MD 20770
Ph: 301-589-1776
Fax: 301-589-3884
E-Mail: info@nfrc.org
Internet: http://www.nfrc.org

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)
1 Batterymarch Park
Quincy, MA 02169-7471
Ph: 800-344-3555
Fax: 800-593-6372
Internet: https://www.nfpa.org

NATIONAL FLUID POWER ASSOCIATION (NFLPA)
6737 W. Washington Street, Suite 2350
Milwaukee, WI 53214
Ph: 414-778-3344
Fax: 414-778-3361
E-mail: nfpa@nfpa.com
Internet: https://www.nfpa.com

NATIONAL HARDWOOD LUMBER ASSOCIATION (NHLA)
6830 Raleigh LaGrange Road
PO Box 34518
Memphis, TN 38184
Ph: 901-377-1818
Fax: 901-377-1818
Internet: https://nhla.com/

NATIONAL INSTITUTE FOR CERTIFICATION IN ENGINEERING TECHNOLOGIES (NICET)
1420 King Street
Alexandria, VA 22314-2794
Ph: 888-476-4238 (1-888 IS-NICET)
E-mail: tech@nicet.org
Internet: https://www.nicet.org/

NATIONAL INSTITUTE FOR OCCUPATIONAL SAFETY AND HEALTH (NIOSH)
Patriots Plaza 1
395 E Street, SW, Suite 9200
Washington, DC 20201
Ph: 800-232-4636
Fax: 513-533-8347
Internet: https://www.cdc.gov/niosh/

NATIONAL INSTITUTE OF BUILDING SCIENCES (NIBS)
1090 Vermont Avenue NW, Suite 700
Washington, DC 20005-4950
Ph: 202-289-7800
Fax: 202-289-1092
Internet: http://www.wbdg.org

NATIONAL INSTITUTE OF JUSTICE (NIJ)
Justice Technology Information Center
810 7th St. NW
Washington, DC 20531
Ph: 800-248-2742 or 301-240-7770
E-mail: asknlectc@justnet.org
Internet: nij.gov

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY (NIST)
100 Bureau Drive
Gaithersburg, MD 20899
Ph: 301-975-2000

Internet: https://www.nist.gov/

NATIONAL LIME ASSOCIATION (NLA)
200 North Glebe Road, Suite 800
Arlington, VA 22203
Ph: 703-243-5463
Fax: 703-243-5489
Internet: https://www.lime.org/

NATIONAL PARK SERVICE (NPS)
National Park Service
1849 C Street, NW
Washington, DC 20240
Ph: 202-208-6843
Internet: https://www.nps.gov/

NATIONAL PRECAST CONCRETE ASSOCIATION (NPCA)
1320 City Center Drive, Suite 200
Carmel, IN 46032
Ph: 800 366 7731
Fax: 317-571-0041
Internet: https://precast.org/

NATIONAL READY MIXED CONCRETE ASSOCIATION (NRMCA)
Manager, Customer Service
66 Canal Center Plaza, Suite 250
Alexandria, VA 22314
Ph: 703-706-4800
Fax: 703-706-4809
E-mail: jjenkins@nrmca.org (Jacques Jenkins)
Internet: https://www.nrmca.org/

NATIONAL ROOFING CONTRACTORS ASSOCIATION (NRCA)
10255 West Higgins Road, Suite 600
Rosemont, IL 60018-5607
Ph: 847-299-9070
Fax: 847-299-1183
Internet: http://www.nrca.net

NATIONAL SECURITY TELECOMMUNICATIONS AND INFORMATION SYSTEMS SECURITY (NSTISS)
CNSS Secretariat
National Security Agency
9800 Savage Road, Ste 6716
Fort George G. Meade, MD 20755-6716
Ph: 410-854-6805
Fax: 410-854-6814
E-mail: cnss@radium.ncsc.mil
Publication available on the internet: http://www.dtic.mil/dtic/

NATIONAL TERRAZZO AND MOSAIC ASSOCIATION (NTMA)
P.O. Box 2605
Fredericksburg, TX 78624
Ph: 800-323-9736
Fax: 888-362-2770
E-mail: tech-info@ntma.com
Internet: https://www.ntma.com/

NAVAL FACILITIES ENGINEERING AND EXPEDITIONARY WARFARE CENTER
(NAVFAC EXWC)
1100 23rd Avenue
Port Hueneme, CA 93043-4301
Internet: https://exwc.navfac.navy.mil/l

NATIONAL WOOD FLOORING ASSOCIATION (NWFA) (formerly NOFMA)
14 Research Park Drive
St. Charles, MO 63304
Ph: 800-422-4556
Fax: 636-519-9664
Internet: https://www.nwfa.org/

NAVY AND MARINE CORPS PUBLIC HEALTH CENTER (NMCPHC)
620 John Paul Jones Circle, Suite 1100
Portsmouth, VA 23708-2103
Ph: 757-953-0700
Internet: https://www.med.navy.mil/sites/nmcphc/Pages/Home.aspx

NEW YORK STATE DEPARTMENT OF TRANSPORTATION MATERIALS BUREAU
(NYSDOT)
50 Wolf Road
Albany, NY 12232
Ph: 518-457-6195
Internet:
https://www.dot.ny.gov/divisions/engineering/technical-services/materials-bure

NORDTEST (NT)
Slettetoften 9
DK-2630 Taastrup
Denmark
Ph: +45 21 21 44 44
E-mail: nordtest@nordtest.info
Internet: http://www.nordtest.info/

NORTH AMERICAN INSULATION MANUFACTURERS ASSOCIATION (NAIMA)
2013 Olde Regent Way Suitee 150 Box 120
Leland, NC 28451
Ph: 703-684-0084
Fax: 703-684-0427
Email: sfitzgerald-reddd@naima.org
Internet: https://insulationinstitute.org

NORTH ATLANTIC TREATY ORGANIZATION (NATO)
Internet: https://www.nato.int/
Obtain documents through the Acquisition Streamlining and
Standardization Information System (ASSIST)
https://assist.dla.mil/online/start/; account registration required

NORTHEASTERN LUMBER MANUFACTURERS ASSOCIATION (NELMA)
272 Tuttle Road
Cumberland Center,, ME 04021
Ph: 207-829-6901
Fax: 207-829-4293
E-mail: info@nelma.org
Internet: https://www.nelma.org/

NSF INTERNATIONAL (NSF)
789 North Dixboro Road
P.O. Box 130140
Ann Arbor, MI 48105
Ph: 734-769-8010 or 800-NSF-MARK
Fax: 734-769-0109
E-mail: info@nsf.org
Internet: http://www.nsf.org

OPC FOUNDATION (OPC)
16101 N. 82nd Street
Suite 3B
Scottsdale, AZ 85260-1868
Ph: 480-483-6644
Fax: 480-483-7202
Email: office@opcfoundation.org
Internet: https://opcfoundation.org/

OPEN NETWORK VIDEO INTERFACE FORUM (ONVIF)
5000 Executive Parkway, Suite 302
San Ramon, CA 94583
Ph: 925-275-6621
Fax: 925-275-6691
Email: help.onvif.org
Internet: https://www.onvif.org/

ORGANISATION FOR ECONOMIC CO-OPERATION AND DEVELOPMENT (OECD)
2, rue Andre Pascal
75775 Paris Cedex 16, France
Ph: + 33 1 45 24 82 00
Fax: 33 1 45 24 85 00
Internet: http://www.oecd.org
U.S. Contact Center
OECD Washington Center
1776 I Street, NW, Suite 450
Washington, DC 20006
Ph: 202-785-6323
E-mail: washington.contact@oecd.org

PASSIVE HOUSE INSTITUTE INTERNATIONAL (PHI)
Rheinstraße 44/46
64283 Darmstadt, Germany
Ph: +49 (0)6151 / 82699-0
E-mail: mail@passiv.de
Internet: https://passivehouse.com/

PASSIVE HOUSE INSTITUTE - US (PHIUS)
53W. Jackson Suite 1432
Chicago, IL 60654, USA
Ph: 312-561-4588
E-mail: info@passivehouse.us
Internet: http://phius.org/home-page

PETROLEUM EQUIPMENT INSTITUTE (PEI)
P.O. Box 2380
Tulsa, OK 74101-2380
Ph: 918-494-9696
Fax: 918-491-9895
Internet: https://www.pei.org/

PILE DRIVING CONTRACTORS ASSOCIATION (PDCA)
33 Knight Boxx Road, Suite 1
Orange Park, FL 32065
Ph: 888-311-7322 or 904-215-4771
Fax: 904-215-2977
Internet: http://www.piledrivers.org/

PIPE FABRICATION INSTITUTE (PFI)
5901 Coastal Hwy #27
Ocean City, MD 21842
Ph: 514-542-0897
Fax: 514-542-0899
E-mail: pfi@pfi-institute.org
Internet: https://pfi-institute.org/

PLANT AND LIFE SCIENCES PUBLISHING (PALS)
Cooperative Extension
34 Plant Science Building
Ithaca, NY 14853
Ph: 607-255-7654
Fax: 607-254-8770
E-mail: palspublishing@cornell.edu
Internet: https://www.cornellstore.com/pals-publishing

PLASTIC PIPE AND FITTINGS ASSOCIATION (PPFA)
800 Roosevelt Road
Building C, Suite 312
Glen Ellyn, IL 60137
Ph: 630-858-6540
Fax: 630-790-3095
Internet: https://www.ppfahome.org/

PLASTICS PIPE INSTITUTE (PPI)
105 Decker Court, Suite 825
Irving, TX 75062
Ph: 469-499-1044
Fax: 469-499-1063
Internet: https://plasticpipe.org/

PLUMBING AND DRAINAGE INSTITUTE (PDI)
800 Turnpike Street, Suite 300
North Andover, MA 01845
Ph: 978-557-0720 or 800-589-8956
E-Mail: pdi@PDIonline.org
Internet: http://www.pdionline.org

PLUMBING AND MECHANICAL CONTRACTORS ASSOCIATION (PMCA)
800 Turnpike Street, Suite 300
North Andover, MA 01845 97006
Ph: 978-557-0720 or 800-585-8956
Fax: 503-626-6630
Email: pdi@pdionline.org
Internet: http://www.pmcaoregon.com/

PLUMBING-HEATING-COOLING CONTRACTORS ASSOCIATION (PHCC)
180 South Washington Street, Suite 100
Falls Church, VA 22046
Ph: 800-533-7694 or 703-237-8100

Fax: 703-237-7442
E-mail: customercare@naphcc.org
Internet: https://www.phccweb.org/

PORCELAIN ENAMEL INSTITUTE (PEI)
1875 Old Alabama Road Suite 1230
Roswell, GA 30076
Ph: 770-676-9366
Fax: 770-409-7280
E-mail: info@porcelainenamel.com
Internet: http://www.porcelainenamel.com

POST-TENSIONING INSTITUTE (PTI)
38800 Country Club Drive
Farmington Hills, MI 48331
Ph: 248-848-3180
Bookstore: 248-848-3182
E-mail: technical.inquiries@post-tensioning.org
Internet: https://www.post-tensioning.org/

PRECAST/PRESTRESSED CONCRETE INSTITUTE (PCI)
8770 W. Bryn Mawr Ave., Suite 1150
Chicago, IL 60631
Ph: 312-786-0300
Bookstore: 312-428-4946
Internet: https://www.pci.org/

PROGRAMME FOR ENDORSEMENT OF FOREST CERTIFICATION (PEFC)
10, Route de l'Aeroport
Case Postale 638
1215 Geneva - Switzerland
Ph: +41 (22) 799-4540
Fax: +41 (22) 799-4550
Email: info@pefc.org
Internet: https://www.pefc.org/

PUGET SOUND CLEAN AIR AGENCY (PSCAA)
1904 Third Street
Suite 105
Seattle, WA 98101
Ph: 206-343-8800
Internet: https://pscleanair.gov/

REDWOOD INSPECTION SERVICE (RIS) OF THE WESTERN WOOD PRODUCTS ASSOCIATION (WWPA)
2 Centerpointe Drive, STE 360
Lake Oswego, OR 97035
Ph: 503-224-3930
Fax: 503-224-3935
E-Mail: info@wwpa.org
Internet:
https://www.wwpa.org/about-wwpa/redwood-inspection-service

RESEARCH COUNCIL ON STRUCTURAL CONNECTIONS (RCSC)
E-Mail: info@boltcouncil.org
Internet: http://www.boltcouncil.org

RESILIENT FLOOR COVERING INSTITUTE (RFCI)
115 Broad Street

Suite 201
LaGrange, Georgia 30240
Internet: https://rfci.com/

RUBBER MANUFACTURERS ASSOCIATION (RMA)
U.S. Tire Manufacturers Association
1400 K Street, NW, Suite 900
Washington, DC 20005
Ph: 202-682-4800
E-mail: info@ustires.org
Internet: https://www.ustires.org/

SANDIA NATIONAL LABORATORIES (SAND)
P.O. Box 5800
Albuquerque, NM 87185
or
P.O. Box 969
Livermore, CA 94551-0969
Ph: 505-844-8066 or 925-294-3000
Internet: https://energy.sandia.gov/

SCIENTIFIC CERTIFICATION SYSTEMS (SCS)
2000 Powell Street, Suite 600
Emeryville, CA 94608
Ph: 510-452-8000
Fax: 510-452-8001
E-mail: info@SCSglobalservices.com
Internet: https://www.scsglobalservices.com/

SCIENTIFIC EQUIPMENT AND FURNITURE ASSOCIATION (SEFA)
1320 Main Street, Ste. 300
Columbia, SC 29201
Ph: 877-294-5424 or 516-294-5424
Fax: 516-294-2758
E-mail: info@sefalabs.com
Internet: https://www.sefalabs.com/

SCREEN MANUFACTURERS ASSOCIATION (SMA)
Ph: 773-636-0672
E-mail: Kathryn@SMAinfo.org
Internet: http://smainfo.org

SEMICONDUCTOR EQUIPMENT AND MATERIALS INTERNATIONAL (SEMI)
673 South Milpitas Blvd.
Milpitas, CA 95035
Ph: 408-943-6900
E-mail: semihq@semi.org
Internet: https://www.semi.org/

SHEET METAL AND AIR CONDITIONING CONTRACTORS' NATIONAL ASSOCIATION (SMACNA)
4201 Lafayette Center Drive
Chantilly, VA 20151-1219
Ph: 703-803-2980
Fax: 703-803-3732
Internet: https://www.smacna.org/

SINGLE PLY ROOFING INDUSTRY (SPRI)
465 Waverley Oaks Road, Suite 421
Waltham, MA 02452
Ph: 781-647-7026
Fax: 781-647-7222
E-mail: info@spri.org
Internet: https://www.spri.org/

SOCIETY FOR PROTECTIVE COATINGS (SSPC)
800 Trumbull Drive
Pittsburgh, PA 15205
Ph: 877-281-7772 or 412-281-2331
Fax: 412-444-3591
E-mail: customerservice@sspc.org
Internet: http://www.sspc.org

SOCIETY OF AUTOMOTIVE ENGINEERS INTERNATIONAL (SAE)
400 Commonwealth Drive
Warrendale, PA 15096
Ph: 877-606-7323 or 724-776-4841
Fax: 724-776-0790
E-mail: customerservice@sae.org
Internet: https://www.sae.org/

SOCIETY OF CABLE TELECOMMUNICATIONS ENGINEERS (SCTE)
140 Philips Road
Exton, PA 19341-1318
Ph: 800-542-5040 or 610-363-6888
Fax: 610-884-7237
E-Mail: info@scte.org
Internet: https://www.scte.org/

SOLAR RATING AND CERTIFICATION CORPORATION (SRCC)
ICC-SRCC
3060 Saturn Street, Suite 100
Brea, CA 92821
Ph: 888-422-7233 Ext. 3273
E-mail: srcc@solar-rating.org
Internet: http://www.solar-rating.org

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)
21865 Copley Drive
Diamond Bar, CA 91765
Ph: 909-396-2000
E-mail: webinquiry@aqmd.gov
Internet: http://www.aqmd.gov

SOUTHERN CYPRESS MANUFACTURERS ASSOCIATION (SCMA)
665 Rodi Road, Suite 305
Pittsburgh, PA 15235
Ph: 412-244-0440
Fax: 412-244-9090
Internet: http://www.cypressinfo.org

SOUTHERN PINE INSPECTION BUREAU (SPIB)
P.O. Box 10915
Pensacola, FL 32524-0915
Ph: 850-434-2611 or 800-995-7742
Fax: 850-434-1290

E-mail: spib@spib.org
Internet: https://www.spib.org/

SPRAY POLYURETHANE FOAM ALLIANCE (SPFA)
3927 Old Lee Hwy. #101B
Fairfax, VA 22030
Ph: 800-523-6154
Fax: 703-222-5816
Internet: http://www.sprayfoam.org

STATE OF CALIFORNIA, DEPARTMENT OF CONSUMER AFFAIRS, BUREAU OF HOME FURNISHINGS AND THERMAL INSULATION (CTB)
4244 South Market Court, Suite D
Sacramento, CA 95834-1243
Ph: 916-999-2041
Fax: 916-921-7279
E-mail: HomeProducts@dca.ca.gov
Internet: https://bhgs.dca.ca.gov/

STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS)
Publication Distribution Unit
1801 30th Street
Sacramento, CA 95816-8041
Ph: 916-227-5966
E-mail: chris.mooring@dot.ca.gov
Internet: https://dot.ca.gov/programs/engineering-services

STATE OF CALIFORNIA BUREAU OF HOUSEHOLD GOODS AND SERVICES (BHGS)
4244 South Market Court, Suite D
Sacramento, CA 95834-1243
Ph: 916-999-2041
Fax: 916-921-7279
E-mail: HomeProducts@dca.ca.gov
Internet: https://bhgs.dca.ca.gov/

STATE OF CALIFORNIA PUBLIC UTILITIES COMMISSION (CALPUC)
California Public Utilities Commission
505 Van Ness Avenue
San Francisco, CA 94102
Ph: 415-703-2782
Fax: 415-703-1758
Internet: https://www.cpuc.ca.gov/about-cpuc/contacting-the-puc

STATE OF MARYLAND CODE OF MARYLAND REGULATIONS (COMAR)
Division of State Documents
16 Francis Street - Wineland Building
Annapolis, MD 21401
Ph: 410-974-2486
Fax: 410-280-5647
E-mail: support@sos.state.md.us
Internet: https://dsd.maryland.gov/Pages/default.aspx

STATE OF VIRGINIA ADMINISTRATIVE CODE (VAC)
201 N. Ninth Street

Richmond, Virginia 23219
Ph: 804-698-1810
E-mail: codes@dls.virginia.gov
Internet: http://register.dls.virginia.gov

STEEL DECK INSTITUTE (SDI)
P.O. Box 426
Glenshaw, PA 15116
Ph: 412-487-3325
Fax: 412-487-3326
Internet: https://www.sdi.org/

STEEL DOOR INSTITUTE (SDI/DOOR)
30200 Detroit Road
Westlake, OH 44145
Ph: 440-899-0010
Fax: 440-892-1404
E-mail: info@steeldoor.org
Internet: https://www.steeldoor.org/

STEEL JOIST INSTITUTE (SJI)
234 W. Cheves Street
Florence, SC 29501
Ph: 843-407-4091
Internet: https://steeljoist.org/

STEEL TANK INSTITUTE (STI)
944 Donata Ct.
Lake Zurich, IL 60047
Ph: 847-438-8265
Fax: 847-438-8766
E-mail: info@steeltank.com
Internet: https://stispfa.org/

STEEL WINDOW INSTITUTE (SWI)
1300 Sumner Avenue
Cleveland, OH 44115-2851
Ph: 216-241-7333
Fax: 216-241-0105
E-mail: swi@steelwindows.com
Internet: https://www.steelwindows.com/

SUSTAINABLE FOREST INITIATIVE (SFI)
2121 K Street NW
Suite 750
Washington, DC 20037
Ph: 202-596-3450
Fax: 202-596-3451
E-mail: info@sfiprogram.org
Internet: https://forests.org/

TECHNICAL ASSOCIATION OF THE PULP AND PAPER INDUSTRY (TAPPI)
15 Technology Parkway South, Suite 115
Peachtree Corners, GA 30092
Ph: 800-332-8686 or 770-446-1400
Fax: 770-446-6947
E-mail: memberconnection@tappi.org
Internet: http://www.tappi.org

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA)
1320 North Courthouse Rosd, Suite 200
Arlington, VA 22201
Ph: 703-907-7700

Fax: 703-907-7727
E-mail: marketing@tiaonline.org
Internet: https://www.tiaonline.org/

THE MASONRY SOCIETY (TMS)
105 South Sunset Street, Suite Q
Longmont, CO 80501-6172
Ph: 303-939-9700
Fax: 303-541-9215
E-mail: info@masonrysociety.org
https://masonrysociety.org/

TILE COUNCIL OF NORTH AMERICA (TCNA)
100 Clemson Research Boulevard
Anderson, SC 29625
Ph: 864-646-8453
Fax: 864-646-2821
E-mail: info@tileusa.com
Internet: https://www.tcnatile.com/

TREE CARE INDUSTRY ASSOCIATION (TCIA)
136 Harvey Road, Suite 101
Londonderry, NH 03053
Ph: 603-314-5380 or 800-733-2622
Fax: 603-314-5386
Email: memberservices@tcia.org
Internet: https://tcia.org/

TRIDIUM, INC (TRIDIUM)
3951 Westerre Parkway, Suite 350
Richmond, VA 23233
Ph: 804-747-4771
Fax: 804-747-5204
E-mail: support@tridium.com
Internet: https://www.tridium.com/

TRUSS PLATE INSTITUTE (TPI)
218 N. Lee Street, Suite 312
Alexandria, VA 22314
Ph: 703-683-1010
Fax: 866-501-4012
E-mail: info@tpinst.org
Internet: https://www.tpinst.org/

TUBULAR EXCHANGER MANUFACTURERS ASSOCIATION (TEMA)
25 North Broadway
Tarrytown, NY 10591
Ph: 914-332-0040
Fax: 914-332-1541
E-mail: info@tema.org
Internet: http://www.tema.org

TURFGRASS PRODUCERS INTERNATIONAL (TPI)
444 E. Roosevelt Road
#346
Lombard, IL 60148
Ph: 800-405-8873 or 847-649-5555
Fax: 847-649-5678
E-mail: info@turfgrasssod.org

Internet: http://www.turfgrasssod.org

U.S. AIR FORCE (USAF)
E-mail: usaf.pentagon.saf-aa.mbx.AFDPO-PPL@mail.mil
Internet: https://www.e-publishing.af.mil/

U.S. ARMY (DA)
Army Publishing Directorate
9301 Chapek Rd., Bldg 1458
Fort Belvoir, VA 22060-5447
Ph: 703-614-3727
E-mail: usarmy.pentagon.hqda-apd.mbx.customer-service@mail.mil
Internet: https://armypubs.army.mil/

U.S. ARMY CORPS OF ENGINEERS (USACE)
CRD-C DOCUMENTS available on Internet:
http://www.wbdg.org/ffc/army-coe/standards
Order Other Documents from:
Official Publications of the Headquarters, USACE
E-mail: hqpublications@usace.army.mil
Internet: http://www.publications.usace.army.mil/
or
https://www.hnc.usace.army.mil/Missions/Engineering-Directorate/TECHINFO/

U.S. ARMY ENVIRONMENTAL COMMAND (USAEC)
2450 Connell Road, Bldg 2264
Fort Sam Houston, TX 78234
Ph: 855-846-3940 or 210-466-1590
E-mail: usarmy.jbsa.aec.mbx@mail.mil
Internet: https://aec.army.mil/
Order from:
Defense Technical Information Center (DTIC)
Internet: https://discover.dtic.mil/
or
National Technical Information Service (NTIS)
5301 Shawnee Road
Alexandria, VA 22312
Ph: 703-605-6060 or 1-800-363-2068
Fax: 703-605-6880
TDD: 703-487-4639
E-mail: info@ntis.gov
Internet: https://www.ntis.gov/

U.S. CODE (USC)
Office of the Law Revision Counsel
U.S. House of Representatives
H2-308 Ford House Office Building
Washington, DC 20515
Ph: 202-226-2411
E-mail: uscode@mail.house.gov
Internet: http://uscode.house.gov/

U.S. DEFENSE INTELLIGENCE AGENCY (DIA)
Defense Intelligence Agency
7400 Pentagon
Office of Corporate Communications
Washington DC 20301-2400
Ph: 202-231-5554
Fax: 202-231-0851

E-mail: DIA-PAO@dodiis.mil
Internet: http://www.dia.mil

U.S. DEFENSE LOGISTICS AGENCY (DLA)
Andrew T. McNamara Building
8725 John J. Kingman Road
Fort Belvoir, VA 22060-6221
Ph: 877-352-2255
E-mail: dlacontactcenter@dla.mil
Internet: http://www.dla.mil

U.S. DEPARTMENT OF AGRICULTURE (USDA)
Order AMS Publications from:
AGRICULTURAL MARKETING SERVICE (AMS)
Seed Regulatory and Testing Branch
801 Summit Crossing Place, Suite C
Gastonia, NC 28054-2193
Ph: 704-810-8884
E-mail: PA@usda.gov
Internet: https://www.ams.usda.gov/
Order Other Publications from:
USDA Rural Development
Rural Utilities Service
STOP 1510, Rm 5135
1400 Independence Avenue SW
Washington, DC 20250-1510
Phone: (202) 720-9540
Internet:
https://www.rd.usda.gov/about-rd/agencies/rural-utilities-service

U.S. DEPARTMENT OF COMMERCE (DOC)
1401 Constitution Avenue, NW
Washington, DC 20230
Ph: 202-482-2000
Internet: https://www.commerce.gov/
Order Publications From:
National Technical Information Service (NTIS)
5301 Shawnee Road
Alexandria, VA 22312
Ph: 703-605-6060 or 1-800-363-2068
Fax: 703-605-6880
TDD: 703-487-4639
E-mail: info@ntis.gov
Internet: https://www.ntis.gov/

U.S. DEPARTMENT OF DEFENSE (DOD)
Order DOD Documents from:
Room 3A750-The Pentagon
1400 Defense Pentagon
Washington, DC 20301-1400
Ph: 703-571-3343
Fax: 215-697-1462
E-mail: customerservice@ntis.gov
Internet: https://www.ntis.gov/
Obtain Military Specifications, Standards and Related Publications from:
Acquisition Streamlining and Standardization Information System (ASSIST)
Department of Defense Single Stock Point (DODSSP)

Document Automation and Production Service (DAPS)
Building 4/D
700 Robbins Avenue
Philadelphia, PA 19111-5094
Ph: 215-697-6396 - for account/password issues
Internet: https://assist.dla.mil/online/start/; account registration required
Obtain Unified Facilities Criteria (UFC) from:
Whole Building Design Guide (WBDG)
National Institute of Building Sciences (NIBS)
1090 Vermont Avenue NW, Suite 700
Washington, DC 20005
Ph: 202-289-7800
Fax: 202-289-1092
Internet:
https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc

U.S. DEPARTMENT OF ENERGY (DOE)
1000 Independence Avenue Southwest
Washington, D.C. 20585
Ph: 202-586-5000
Fax: 202-586-4403
E-mail: The.Secretary@hq.doe.gov
Internet: https://www.energy.gov/

U.S. DEPARTMENT OF ENERGY FEDERAL ENERGY MANAGEMENT PROGRAM (FEMP)
Forrestal Building
1000 Independence Avenue, SW
Washington, DC 20585
Internet:
https://www.energy.gov/eere/femp/federal-energy-management-program

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)
HUD User
P.O. Box 23268
Washington, DC 20026-3268
Ph: 800-245-2691 or 202-708-3178
TDD: 800-927-7589
Fax: 202-708-9981
E-mail: helpdesk@huduser.gov
Internet: https://www.huduser.gov

U.S. DEPARTMENT OF THE NAVY (DON)
Chief of Information
Attn: US Navy
1200 Navy Pentagon
Washington, DC 20350-1200
Internet: https://www.navy.mil/

U.S. DEPARTMENT OF STATE (SD)
2201 C Street, NW
Washington, DC 20520
Ph: 202-647-4000
Internet: https://www.state.gov/

U.S. DEPARTMENT OF TRANSPORTATION (DOT)
1200 New Jersey Ave., SE
Washington, DC 20590
Ph: 202-366-4000

Internet: https://www.transportation.gov/

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)
1200 Pennsylvania Avenue, N.W.
Washington, DC 20004
Ph: 202-564-4700
Internet: https://www.epa.gov
--- Some EPA documents are available only from:
National Technical Information Service (NTIS)
5301 Shawnee Road
Alexandria, VA 22312
Ph: 703-605-6060 or 1-800-363-2068
Fax: 703-605-6880
TDD: 703-487-4639
E-mail: info@ntis.gov
Internet: https://www.ntis.gov/

U.S. FEDERAL AVIATION ADMINISTRATION (FAA)
Order for sale documents from:
Superintendent of Documents
U.S. Government Publishing Office (GPO)
732 N. Capitol Street, NW
Washington, DC 20401
Ph: 202-512-1800 or 866-512-1800
Bookstore: 202-512-0132
Internet: https://www.gpo.gov/
Order free documents from:
U.S. Department of Transportation
Federal Aviation Administration
800 Independence Avenue, SW
Washington, DC 20591
Ph: 866-835-5322
Internet: https://www.faa.gov/

U.S. FEDERAL COMMUNICATIONS COMMISSION (FCC)
445 12th Street SW
Washington, DC 20554
Ph: 888-225-5322
TTY: 888-835-5322
Fax: 866-418-0232
Internet: https://www.fcc.gov/
Order Publications From:
Superintendent of Documents
U.S. Government Publishing Office (GPO)
732 N. Capitol Street, NW
Washington, DC 20401
Ph: 202-512-1800 or 866-512-1800
Bookstore: 202-512-0132
Internet: https://www.gpo.gov/

U.S. FEDERAL HIGHWAY ADMINISTRATION (FHWA)
1200 New Jersey Ave., SE
Washington, DC 20590
Ph: 202-366-4000
E-mail: ExecSecretariat.FHWA@dot.gov
Internet: https://highways.dot.gov/
Order from:
Superintendent of Documents
U.S. Government Publishing Office (GPO)

732 N. Capitol Street, NW
Washington, DC 20401
Ph: 202-512-1800 or 866-512-1800
Bookstore: 202-512-0132
Internet: https://www.gpo.gov/

U.S. GENERAL SERVICES ADMINISTRATION (GSA)
General Services Administration
1800 F Street, NW
Washington, DC 20405
Ph: 1-844-472-4111
Internet: https://www.gsaelibrary.gsa.gov/ElibMain/home.do
Obtain documents from:
Acquisition Streamlining and Standardization Information System (ASSIST)
Internet: https://assist.dla.mil/online/start/; account registration required

U. S. GREEN BUILDING COUNCIL (USGBC)
2101 L St NW, Suite 600
Washington, DC 20037
Ph: 202-828-7422
Internet: https://new.usgbc.org/

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)
8601 Adelphi Road
College Park, MD 20740-6001
Ph: 866-272-6272
Internet: https://www.archives.gov/
Order documents from:
Superintendent of Documents
U.S. Government Publishing Office (GPO)
732 N. Capitol Street, NW
Washington, DC 20401
Ph: 202-512-1800 or 866-512-1800
Bookstore: 202-512-0132
Internet: https://www.gpo.gov/

U.S. NAVAL FACILITIES ENGINEERING SYSTEMS COMMAND (NAVFAC)
1322 Patterson Ave. SE, Suite 1000
Washington Navy Yard, DC 20374-5065
Ph: 202-685-9387
Internet: http://www.navfac.navy.mil

U.S. NAVAL SEA SYSTEMS COMMAND (NAVSEA)
Commander Naval Sea Systems Command
1333 Isaac Hull Ave., SE
Washington Navy Yard, DC 20376
Ph: 202-781-0000
Internet: https://www.navsea.navy.mil/

UL ENVIRONMENT (ULE)
2211 Newmarket Parkway, Suite 106
Marietta, GA 30067
Ph: 888-485-4733
E-mail: environment@ul.com
Internet:
https://www.ul.com/services/portfolios/sustainability-and-environment

UL SOLUTIONS (UL)
333 Pfingsten Road
Northbrook, IL 60062
Ph: 877-854-3577 or 360-817-5500
E-mail: CustomerExperienceCenter@ul.com
Internet: https://www.ul.com/
UL Directories available through IHS at https://accuristech.com/

UNDERWRITERS LABORATORIES OF CANADA (ULC)
7 Underwriters Road
Toronto, Ontario, Canada M1R 3A9
Ph: 866-937-3852
Fax: 416.757.8727
E-mail: cec@ul.com
Internet: https://canada.ul.com/

UNI-BELL PVC PIPE ASSOCIATION (UBPPA)
Corporate Headquarters
2711 LBJ Freeway, Suite 1000
Dallas, TX 75234
Ph: 972-243-3902
Fax: 972-243-3907
E-mail: info@uni-bell.org
Internet: https://www.uni-bell.org/

VIBRATION ISOLATION AND SEISMIC CONTROL MANUFACTURERS ASSOCIATION (VISCMA)
994 Old Eagle School Road
Suite 1019
Wayne, PA 19087-1866
Ph: 610-971-4850
E-mail: info@viscma.com
Internet: http://www.viscma.com

WALLCOVERINGS ASSOCIATION (WA)
35 E wacker Dr Suite 850

Chicago, IL 60611
Ph: 312-224-2574
E-mail: info@wallcoverings.org
Internet: https://www.wallcoverings.org

WASHINGTON STATE ADMINISTRATIVE CODE (WAC)
Legislative Information Center
Cheri Randich, Manager
110 Legislative Building
Olympia, WA 98504-0600
Ph: 360-786-7573
E-mail: support@leg.wa.gov
Internet: https://app.leg.wa.gov/wac/

WASHINGTON STATE DEPARTMENT OF ECOLOGY (WSDE)
300 Desmond Drive, SE
Lacey, WA 98503
Ph: 360-407-6000
Fax: 360-407-6989
Internet:
https://ecology.wa.gov/About-us/Online-tools-publications/Publications-forms

WATER ENVIRONMENT FEDERATION (WEF)
601 Wythe Street
Alexandria, VA 22314
Ph: 800-666-0206
Fax: 703-684-2400
E-mail: csc@wef.org
Internet: https://www.wef.org/

WATER QUALITY ASSOCIATION (WQA)
4151 Naperville Road
Lisle, IL 60532-3696
Ph: 630-505-0160
Fax: 630-505-9637
Internet: https://www.wqa.org/

WEST COAST LUMBER INSPECTION BUREAU (WCLIB)
1010 South 336th Street #210
Federal Way, WA 98003
Ph: 253-835-3344

Internet: https://www.plib.org/

WESTERN WOOD PRESERVERS INSTITUTE (WWPI)
12503 SE Mill Plain Blvd, Ste 205
Vancouver, WA 98684
Ph: 360-693-9958
Internet: https://wwpinstitute.org/

WESTERN WOOD PRODUCTS ASSOCIATION (WWPA)
2 Centerpointe Drive STE 360
Lake Oswego, OR 97035
Ph: 503-224-3930
E-mail: info@wwpa.org
Internet: http://www.wwpa.org

WINDOW AND DOOR MANUFACTURERS ASSOCIATION (WDMA)
2001 K Streeet NW
3rd Floor North
Washington, DC 20006
Ph: 202-367-1157
or
330 N Wabash Avenue, Suite 2000
Chicago, IL 60611
Ph: 312-321-6802
E-mail: membersupport@wdma.com
Internet: https://www.wdma.com/

WIRE ROPE TECHNICAL BOARD (WRTB)
108 Loyd Drive
Fredericksburg, VA 22315-8550
Ph: 703-299-8550
Fax: 703-299-9253
E-mail: wrtb@usa.net
Internet: http://www.wireropetechnicalboard.org

WISCONSIN DEPARTMENT OF NATURAL RESOURCES (WDNR)
101 S. Webster Street
PO Box 7921

Madison, WI 53707-7921
Ph: 1-888-936-7463
Internet: https://dnr.wisconsin.gov/

MOULDING AND MILLWORK PRODUCERS ASSOCIATION (MMPA)
1282 Stabler Lane, STE 630 #146
Yuba City, CA 95993-2625
Ph: 530-661-9591
Fax: 530-661-9586
E-mail: info@wmmpa.com
Internet: https://www.wmmpa.com/

WOODWORK INSTITUTE (WI)
1455 Response Road, Suite 110
Sacremento, CA 95815
Ph: 916-372-9943
Fax: 916-372-9950
E-mail: info@woodinst.com
Internet: https://woodworkinstitute.com

WOOLMARK COMPANY (WBI)
NeueHouse
110 East 25th Street, 3rd Floor
New York, NY 10010
or
WeWork One Culver
10000 Washington Blvd
Culver City, CA 90232
Ph: 347-767-3160
E-mail: woolmark.americas@wool.com
internet: https://www.woolmark.com/

PART 2 PRODUCTS

Not used

PART 3 EXECUTION

Not used

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 45 00

QUALITY CONTROL
08/23, CHG 1: 05/24

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM C1077	(2024) Standard Practice for Agencies Testing Concrete and Concrete Aggregates for Use in Construction and Criteria for Testing Agency Evaluation
ASTM D3666	(2016) Standard Specification for Minimum Requirements for Agencies Testing and Inspecting Road and Paving Materials
ASTM D3740	(2019) Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction
ASTM E329	(2023) Standard Specification for Agencies Engaged in Construction Inspection, Testing, or Special Inspection
ASTM E543	(2021) Standard Specification for Agencies Performing Non-Destructive Testing

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(2024) Safety -- Safety and Occupational Health (SOH) Requirements

1.2 PAYMENT

Separate payment will not be made for providing and maintaining an effective Quality Control program. Include all associated costs in the applicable Bid Schedule item.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES.

SD-01 Preconstruction Submittals

Contractor Quality Control (CQC) Plan; G

SD-06 Test Reports

Verification Statement

1.4 GENERAL REQUIREMENTS

Establish and maintain an effective quality control (QC) system that complies with FAR 52.246-12 Inspection of Construction. QC is comprised of plans, procedures, and organization necessary to produce an end product that complies with the Contract requirements. The QC system covers all construction operations, both onsite and offsite, and must be keyed to the proposed construction sequence. The Quality Control Manager, Superintendent, Site Safety and Health Officer (SSHO), and all on-site supervisors are responsible for the quality of work and are subject to removal by the Contracting Officer for non-compliance with the quality requirements specified in the Contract. The Quality Control Manager must maintain a physical presence at the work site at all times and is the primary individual responsible for all quality control.

1.5 QUALITY CONTROL (QC) PROGRAM REQUIREMENTS

Establish and maintain a QC program as described in this section. The QC program consists of a QC Organization, QC Plan, QC Plan Meeting(s), a Coordination and Mutual Understanding Meeting, QC meetings, three phases of control, submittal review and approval, testing, completion inspections, QC certifications, and documentation necessary to provide materials, equipment, workmanship, fabrication, construction and operations that comply with the requirements of this Contract. The QC program must cover on-site and off-site work and be keyed to the work sequence. No construction work or testing may be performed unless the QC Manager is on the work site. The QC Manager must report to an officer of the firm and not be subordinate to the Project Superintendent or the Project Manager. The QC Manager, Project Superintendent and Project Manager must work together effectively. Although the QC Manager is the primary individual responsible for quality control, all individuals will be held responsible for the quality of work on the job.

1.5.1 Preliminary Construction Work Authorized Prior to Acceptance

The only construction work that is authorized to proceed prior to the acceptance of the QC Plan is mobilization of storage and office trailers, temporary utilities, and surveying with specific prior approval of the Contracting Officer.

1.5.2 Acceptance of the Quality Control (QC) Plan

The Contracting Officer's acceptance of the Contractor QC Planis required prior to the start of construction. The Contracting Officer reserves the right to require changes in the QC Plan and operations as necessary, including removal or addition of personnel, to ensure the specified quality of work. The Contracting Officer reserves the right to interview any member of the QC organization at any time to verify the submitted qualifications. All QC organization personnel are subject to acceptance by the Contracting Officer. The Contracting Officer may require the removal of any individual for non-compliance with quality requirements specified in the Contract.

1.5.3 Notification of Changes

Notify the Contracting Officer, in writing, of any proposed changes in the QC Plan or changes to the QC organization personnel. Proposed changes are subject to acceptance by the Contracting Officer.

1.6 QUALITY CONTROL (QC) ORGANIZATION

1.6.1 Quality Control (QC) Manager

1.6.1.1 Duties

Provide a QC Manager at the work site to implement and manage the QC program. The only duties and responsibilities of the QC Manager are to manage and implement the QC program on this Contract. The QC Manager must attend the partnering meetings, QC Plan Meetings, Coordination and Mutual Understanding Meeting, conduct the QC meetings, perform the three phases of control perform submittal review and approval, ensure testing is performed and provide QC certifications and documentation required in this Contract. The QC Manager is responsible for managing and coordinating the three phases of control and documentation performed by testing laboratory personnel and any other inspection and testing personnel required by this Contract. The QC Manager is the manager of all QC activities.

1.6.1.2 Qualifications

The QC Manager must be an individual with a minimum of 10 years combined experience in the following positions: Project Superintendent, QC Manager, Project Manager, Project Engineer or Construction Manager on similar size and type construction Contracts which included the major trades that are part of this Contract. The individual must be familiar with the requirements of EM 385-1-1 and have experience in the areas of hazard identification, safety compliance, and sustainability.

1.6.1.3 Construction Quality Management Training

In addition to the above experience and education requirements, the QC Manager and all members of the QC team must have completed the CQM for Contractors course. If the QC Manager does not have a current certification, obtain the CQM for Contractors course certification within 90 days of award. This course is periodically offered by the Naval Facilities Engineering Systems Command and the Army Corps of Engineers. Contact the Contracting Officer for information on the next scheduled class.

The Construction Quality Management Training certificate expires after 5 years. If the QC Manager's certificate has expired, retake the course to remain current.

1.6.2 Alternate Quality Control (QC) Manager Duties and Qualifications

Designate an alternate for the QC Manager at the work site to serve in the event of the designated QC Manager's absence. The period of absence may not exceed 2 weeks at one time, and not more than 30 workdays during a calendar year. The qualification requirements for the Alternate QC Manager must be the same as for the QC Manager.

1.7 THREE PHASES OF CONTROL

CQC enables the Contractor to ensure that the construction, including that of subcontractors and suppliers, complies with the requirements of the Contract. At least three phases of control must be conducted by the QC Manager to adequately cover both on-site and off-site work for each definable feature of the construction work as follows:

1.7.1 Preparatory Phase

Notify the Contracting Officer at least 2 business days in advance of each preparatory phase meeting. The meeting will be conducted by the QC Manager and attended by the Project Superintendent, and the foreman responsible for the DFOW. When the DFOW will be accomplished by a subcontractor, that subcontractor's foreman must attend the preparatory phase meeting. This phase is performed prior to beginning work on each definable feature of work, after all required plans/documents/materials are approved/accepted, and after copies are at the work site. Perform the following prior to beginning work on each DFOW:

a. Review each paragraph of the applicable specification sections, reference codes, and standards. Make available during the prepatory inspection a copy of those sections of referenced codes and standards applicable to that portion of the work to be accomplished in the field. Maintain and make available in the field for use by Government personnel until final acceptance of the work.

b. Review the Contract drawings.

c. Verify that field measurements are as indicated on construction or shop drawings or both before confirming product orders, to minimize waste due to excessive materials.

d. Review the testing plan and ensure that provisions have been made to provide the required QC testing.

e. Examine the work area to ensure that the required preliminary work has been completed and complies with the Contract and ensure any deficiencies/rework items in the preliminary work have been corrected and confirmed by the Contracting Officer.

f. Examine the required materials, equipment and sample work to ensure that they are on hand and conform to the approved shop drawings and submitted data and are properly stored.

g. Discuss specific controls to be used, construction methods, construction tolerances, workmanship standards, and the approach that will be used to provide quality construction by planning ahead and identifying potential problems for each DFOW. Ensure any portion of the plan requiring separate Contracting Officer acceptance has been approved.

h. Review the APP and appropriate Activity Hazard Analysis (AHA) to ensure that applicable safety requirements are met, and that required Safety Data Sheets (SDS) are submitted.

1.7.2 Initial Phase

Notify the Contracting Officer at least 2 business days in advance of each

initial phase. When construction crews are ready to start work on a DFOW, conduct the initial phase with the Project Superintendent, and the foreman responsible for that DFOW. Observe the initial segment of the DFOW to ensure that the work complies with Contract requirements. Document the results of the initial phase in the daily CQC Report and in the QC Checklist. Perform the following for each DFOW:

a. Establish level of workmanship and verify that it meets the minimum acceptable workmanship standards. Compare with required sample panels as appropriate.

b. Resolve any workmanship issues.

c. Ensure that testing is performed by the approved laboratory.

d. Check work procedures for compliance with the APP and the appropriate AHA to ensure that applicable safety requirements are met.

1.7.3 Follow-Up Phase

Perform the following for on-going DFOW daily, or more frequently as necessary, until the completion of each DFOW. The Final Follow-Up for any DFOW will clearly note in the daily report the DFOW is completed, and all deficiencies/rework items have been completed in accordance with the paragraph DEFICIENCY/REWORK ITEMS LIST. Each DFOW that has completed the Initial Phase and has not completed the Final Follow-up must be included on each daily report. If no work was performed on that DFOW for the period of that daily report, it must be so noted. Document all Follow-Up activities for DFOWs in the daily CQC Report:

a. Ensure the work including control testing complies with Contract requirements until completion of that particular work feature. Record checks in the CQC documentation.

b. Maintain the quality of workmanship required.

c. Ensure that testing is performed by the approved laboratory.

d. Ensure that deficiencies/rework items are being corrected. Conduct final follow-up checks and correct all deficiencies prior to the start of additional features of work which may be affected by the deficient work.

e. Do not build upon nor conceal non-conforming work.

f. Assure manufacturers' representatives have performed necessary inspections if required and perform safety inspections.

1.7.4 Additional Preparatory and Initial Phases

Conduct additional preparatory and initial phases on the same DFOW if the quality of on-going work is unacceptable, if there are changes in the applicable QC organization, if there are changes in the on-site production supervision or work crew, if work on a DFOW has not started within 45 days of the initial preparatory meeting or has resumed after 45 days of inactivity, or if other problems develop.

1.7.5 Notification of Three Phases of Control for Off-Site Work

Notify the Contracting Officer at least 2 weeks prior to the start of the preparatory and initial phases.

1.7.6 Deficiency/Rework Items List

The QC Manager must maintain a list of work that does not comply with the Contract, identifying what items need to be corrected, the activity ID number associated with the item, the date the item was originally discovered, the date the item will be corrected by, and the date the item was corrected.

The QC Manager reviews the list at each weekly QC Meeting:

a. There is no requirement to report a deficiency/rework item that is corrected the same day it is discovered.

b. No successor task may be advanced beyond the preparatory phase meeting until all deficiencies/rework items have been cleared by the QC Manager and concurred with by the Contracting Officer. This must be confirmed as part of the Preparatory Phase activities.

c. Attach a copy of the "Deficiency/Rework Items List" to the last daily CQC Report of each month.

d. The Contractor is responsible for including those items identified by the Contracting Officer.

e. All deficiencies/rework items must be confirmed as corrected by the QC Manager, and concurred by the Contracting Officer, prior to commencement of any completion inspections per paragraph COMPLETION INSPECTIONS unless specifically exempted by the Contracting Officer.

f. Non-Compliance with these requirements is grounds for removal in accordance with paragraph ACCEPTANCE OF THE QUALITY CONTROL (QC) PLAN.

g. All delays, concurrent or related to failure to manage, monitor, control, and correct deficiencies/rework items are entirely the responsibility of the Contractor and can not be made the subject, or any component of any request for additional time or compensation.

1.8 TESTING

Except as stated otherwise in the specification sections, perform sampling and testing required under this contract.

1.8.1 Accreditation Requirements

Construction materials testing laboratories must be accredited by a laboratory accreditation authority and must submit a copy of the Certificate of Accreditation and Scope of Accreditation. The laboratory's scope of accreditation must include the appropriate ASTM standards (ASTM E329, ASTM C1077, ASTM D3666, ASTM D3740, ASTM E543) listed in the technical sections of the specifications. Laboratories engaged in Hazardous Materials Testing must meet the requirements of OSHA and EPA. The policy applies to the specific laboratory performing the actual testing, not just the Corporate Office.

1.8.2 Laboratory Accreditation Authorities

Laboratory Accreditation Authorities include the National Voluntary Laboratory Accreditation Program (NVLAP) administered by the National Institute of Standards and Technology at https://www.nist.gov/nvlap, the American Association of State Highway and Transportation Officials (AASHTO) Accreditation Program at http://www.aashtoresource.org/aap/overview, International Accreditation Services, Inc. (IAS) at https://www.iasonline.org/, U.S. Army Corps of Engineers Materials Testing Center (MTC) at https://www.erdc.usace.army.mil/Media/Fact-Sheets/Fact-Sheet-Article-View/Article/476661/materials-testing-center/, the American Association for Laboratory Accreditation (A2LA) program at https://a2la.org/, the Washington Association of Building Officials (WABO) at https://www.wabo.org/ (Approval authority for WABO is limited to projects within Washington State), and the Washington Area Council of Engineering Laboratories (WACEL) at https://www.wacel.org/lab-accreditation-and-inspection-agency-audit-programs/laboratory-accreditation-program/(Approval authority by WACEL is limited to projects within Facilities Engineering Command (FEC) Washington geographical area).

1.8.3 Capability Check

The Contracting Officer retains the right to check laboratory equipment in the proposed laboratory and the laboratory technician's testing procedures, techniques, and other items pertinent to testing, for compliance with the standards set forth in this Contract. Laboratories utilized for testing soils, concrete, asphalt, and steel must meet criteria detailed in ASTM D3740 and ASTM E329.

1.8.4 Test Results

Cite applicable Contract requirements, tests or analytical procedures used. Provide actual results and include a statement that the item tested or analyzed conforms or fails to conform to specified requirements. If the item fails to conform, notify the Contracting Officer immediately. Conspicuously stamp the cover sheet for each report in large red letters "CONFORMS" or "DOES NOT CONFORM" to the specification requirements, whichever is applicable. Test results must be signed by a testing laboratory representative authorized to sign certified test reports. Furnish the signed reports, certifications, and other documentation to the Contracting Officer via the QC Manager.

1.9 SUBMITTAL AND DELIVERABLES REVIEW AND APPROVAL

Procedures for submission, review and approval of submittals are described in Section 01 33 00 SUBMITTAL PROCEDURES. Procedures must include field verification of relevant dimensions and component characteristics by the QC organization prior to submittal being sent to the Contracting Officer. The CQC organization is responsible for certifying that all submittals and deliverables are in compliance with the Contract.

1.10 COMPLETION INSPECTIONS

1.10.1 Punch-Out Inspection

Near the completion of all work or any increment thereof, established by a completion time stated in the Contract Clause entitled "Commencement, Prosecution, and Completion of Work," or stated elsewhere in the

specifications, the QC Manager must conduct an inspection of the work and develop a "punch list" of items which do not conform to the approved drawings, specifications, and Contract. Include in the punch list any remaining items on the "Deficiency/Rework Items List", that were not corrected prior to the Punch-Out Inspection as approved by the Contracting Officer in accordance with the paragraph DEFICIENCY/REWORK ITEMS LIST. Include within the punch list the estimated date by which the deficiencies will be corrected. Provide a copy of the punch list to the Contracting Officer.

The QC Manager, or staff, must make follow-on inspections to ascertain that all deficiencies have been corrected. All punch list items must be confirmed as corrected by the QC Manager and concurred by the Contracting Officer. Once this is accomplished, notify the Government that the facility is ready for the Government "Pre-Final Inspection".

1.10.2 Pre-Final Inspection

The Government and QC Manager will perform this inspection to verify that the facility is complete and ready to be occupied. A Government "Pre-Final Punch List" will be documented by the QC Manager as a result of this inspection. The QC Manager will ensure that all items on this list are corrected and concurred by the Contracting Officer prior to notifying the Government that a "Final" inspection with the Client can be scheduled. All items noted on the "Pre-Final" inspection must be corrected and concurred by the Contracting Officer in a timely manner and be accomplished before the Contract completion date for the work, or any increment thereof, if the project is divided into increments by separate completion dates unless exceptions are directed by the Contracting Officer.

1.10.3 Final Acceptance Inspection

Notify the Contracting Officer at least 14 calendar days prior to the date a final acceptance inspection can be held. State within the notice that all items previously identified on the pre-final punch list will be corrected and acceptable, along with any other unfinished Contract work, by the date of the final acceptance inspection. The Contractor must be represented by the QC Manager, the Project Superintendent, and others deemed necessary. Attendees for the Government will include the Contracting Officer, other Government QA personnel, and personnel representing the Client. Failure of the Contractor to have all Contract work acceptably complete for this inspection will be cause for the Contracting Officer to bill the Contractor for the Government's additional inspection cost in accordance with the Contract Clause entitled "Inspection of Construction."

1.11 QUALITY CONTROL (QC) CERTIFICATIONS

1.11.1 Contractor Quality Control (CQC) Report Certification

Contain the following statement within the CQC Report: "On behalf of the Contractor, I certify that this report is complete and correct and equipment and material used, and work performed during this reporting period is in compliance with the Contract drawings and specifications to the best of my knowledge, except as noted in this report."

1.11.2 Completion Certification

Upon completion of work under this Contract, the QC Manager must furnish a

certificate to the Contracting Officer attesting that "the work has been completed, inspected, tested and is in compliance with the Contract." Provide a copy of this final QC Certification for completion to the preparer of the Operation & Maintenance (O&M) documentation.

1.11.3 Invoice Certification

Furnish a certificate to the Contracting Officer with each payment request, signed by the QC Manager, attesting that as-built drawings are current, coordinated and attesting that the work for which payment is requested, including stored material, complies with Contract requirements.

1.12 DOCUMENTATION AND INFORMATION FOR THE CONTRACTING OFFICER

1.12.1 Construction Documentation

Reports are required for each day that work is performed and must be attached to the Contractor Quality Control Report prepared for the same day. Maintain current and complete records of on-site and off-site QC program operations and activities. Reports are required for each day work is performed. Account for each calendar day throughout the life of the Contract.

The Project Superintendent and the QC Manager must prepare and sign the Contractor Production and CQC Reports, respectively. Every space on the forms must be filled in. Use N/A if nothing can be reported in one of the spaces. The reporting of work must be identified by terminology consistent with the construction schedule. In the "Remarks" sections of the reports, enter pertinent information including directions received, problems encountered during construction, work progress and delays, conflicts or errors in the drawings or specifications, field changes, safety hazards encountered, instructions given and corrective actions taken, delays encountered, a record of visitors to the work site, quality control problem areas, deviations from the QC Plan, construction deficiencies encountered, and meetings held. For each entry in the report(s), identify the Schedule Activity No. that is associated with the entered remark.

1.12.2 Quality Control Validation

Establish and maintain the following in an electronic folder. Divide folder into a series of tabbed sections as shown below. Ensure folder is updated at each required progress meeting.

a. All completed Preparatory and Initial Phase Checklists, arranged by specification section, further sorted by DFOW referenced to the construction schedule. Submit each individual Phase Checklist the day the phase event occurs as part of the CQC daily report.

b. All milestone inspections, arranged by Activity Number referenced to the construction schedule.

c. An up-to-date copy of the Testing Plan and Log with supporting field test reports, arranged by specification section referenced to the DFOW to which individual reports results are associated.

d. Copies of all Contract modifications, arranged in numerical order. Also include documentation that modified work was accomplished.

e. An up-to-date copy of the paragraph DEFICIENCY/REWORK ITEMS LIST.

f. Upon commencement of Completion Inspections of the entire project or any defined portion, maintain up-to-date copies of all punch lists issued by the QC staff to the Contractor and subcontractors and all punch lists issued by the Government in accordance with the paragraph COMPLETION INSPECTIONS.

1.12.3 As-Built Drawings

The QC Manager must ensure the as-built drawings, required by Section 01 78 00 CLOSEOUT SUBMITTALS are kept current on a daily basis and marked to show deviations which have been made from the Contract drawings. The as-built drawings document commences with the QC Manager ensuring all amendments, or changes to the Contract prior to Contract award are accurately noted in the initial document set creating the accurate baseline of the Contract prior to any work starting. Ensure each deviation has been identified with the appropriate modifying documentation (e.g., PC No., Modification No., Request for Information No.). The QC Manager must initial each revision. Upon completion of work, the QC Manager will furnish a certificate attesting to the accuracy of the as-built drawings prior to submission to the Contracting Officer.

1.13 NOTIFICATION ON NON-COMPLIANCE

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

1.14 DELIVERY, STORAGE, AND HANDLING

Designate receiving/storage areas for incoming material to be delivered according to installation schedule and to be placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication. Store and handle materials in a manner as to prevent loss from weather and other damage. Keep materials, products, and accessories covered and off the ground, and store in a dry, secure area. Prevent contact with material that may cause corrosion, discoloration, or staining. Protect all materials and installations from damage by the activities of other trades.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

CONTRACTOR PRODUCTION REPORT

(ATTACH ADDITIONAL SHEETS IF NECESSARY)

DATE	Enter Date (DD/MMM/YY)
REPORT NO	Enter Report # Here

CONTRACT NO	TITLE AND LOCATION
Enter Cnt# Here	Enter Title and Location of Construction Contract Here

CONTRACTOR	SUPERINTENDENT
Enter The Contractor's Company Name Here	Enter Superintendent's Name Here

AM WEATHER	PM WEATHER	MAX TEMP (F)	MIN TEMP (F)
Enter AM Weather Data Here	Enter PM Weather Data Here	Enter Max Temp Here	Enter Min Temp Here

WORK PERFORMED TODAY

Schedule Activity No.	WORK LOCATION AND DESCRIPTION	EMPLOYER	NUMBER	TRADE	HRS

JOB SAFETY

WAS A JOB SAFETY MEETING HELD THIS DATE? (If YES attach copy of the meeting minutes)	☐ YES	☐ NO	TOTAL WORK HOURS ON JOB SITE, THIS DATE, INCL CON'T SHEETS	
WERE THERE ANY LOST TIME ACCIDENTS THIS DATE? (If YES attach copy of completed OSHA report)	☐ YES	☐ NO	CUMULATIVE TOTAL OF WORK HOURS FROM PREVIOUS REPORT	
WAS CRANE/MANLIFT/TRENCHING/SCAFFOLD/HV ELEC/HIGH WORK/ HAZMAT WORK DONE? (If YES attach statement or checklist showing inspection performed.)	☐ YES	☐ NO		
WAS HAZARDOUS MATERIAL/WASTE RELEASED INTO THE ENVIRONMENT? (If YES attach description of incident and proposed action.)	☐ YES	☐ NO	TOTAL WORK HOURS FROM START OF CONSTRUCTION	

Schedule Activity No.	LIST SAFETY ACTIONS TAKEN TODAY/SAFETY INSPECTIONS CONDUCTED	☐ SAFETY REQUIREMENTS HAVE BEEN MET.

EQUIPMENT/MATERIAL RECEIVED TODAY TO BE INCORPORATED IN JOB (INDICATE SCHEDULE ACTIVITY NUMBER)

Schedule Activity No.	Submittal #	Description of Equipment/Material Received

CONSTRUCTION AND PLANT EQUIPMENT ON JOB SITE TODAY. INDICATE HOURS USED AND SCHEDULE ACTIVITY NUMBER.

Schedule Activity No.	Owner	Description of Construction Equipment Used Today (incl Make and Model)	Hours Used

Schedule Activity No.	REMARKS

CONTRACTOR/SUPERINTENDENT DATE

CONTRACTOR QUALITY CONTROL REPORT

(ATTACH ADDITIONAL SHEETS IF NECESSARY)

DATE	Enter (DD/MMM/YY)
REPORT NO	Enter Rpt # Here

PHASE	CONTRACT NO Enter Cnt# Here	CONTRACT TITLE Enter Title and Location of Construction Contract Here

PREPARATORY

WAS PREPARATORY PHASE WORK PREFORMED TODAY? YES ☐ NO ☐

IF YES, FILL OUT AND ATTACH SUPPLEMENTAL PREPARATORY PHASE CHECKLIST.

Schedule Activity No.	Definable Feature of Work	Index #

INITIAL

WAS INITIAL PHASE WORK PREFORMED TODAY? YES ☐ NO ☐

IF YES, FILL OUT AND ATTACH SUPPLEMENTAL INITIAL PHASE CHECKLIST.

Schedule Activity No.	Definable Feature of Work	Index #

FOLLOW-UP

WORK COMPLIES WITH CONTRACT AS APPROVED DURING INITIAL PHASE? YES ☐ NO ☐

WORK COMPLIES WITH SAFETY REQUIREMENTS? YES ☐ NO ☐

Schedule Activity No.	Description of Work, Testing Performed & By Whom, Definable Feature of Work, Specification Section, Location and List of Personnel Present

REWORK ITEMS IDENTIFIED TODAY (NOT CORRECTED BY CLOSE OF BUSINESS)

Schedule Activity No.	Description

REWORK ITEMS CORRECTED TODAY (FROM REWORK ITEMS LIST)

Schedule Activity No.	Description

REMARKS (Also Explain Any Follow-Up Phase Checklist Item From Above That Was Answered "NO"), Manuf. Rep On-Site, etc.

Schedule Activity No.	Description

On behalf of the contractor, I certify that this report is complete and correct and equipment and material used and work performed during this reporting period is in compliance with the contract drawings and specifications to the best of my knowledge except as noted in this report.

AUTHORIZED QC MANAGER AT SITE DATE

GOVERNMENT QUALITY ASSURANCE REPORT

DATE

QUALITY ASSURANCE REPRESENTATIVE'S REMARKS AND/OR EXCEPTIONS TO THE REPORT

Schedule Activity No.	Description

GOVERNMENT QUALITY ASSURANCE MANAGER DATE

GOVERNMENT QUALITY ASSURANCE (QA) REPORT

(ATTACH ADDITIONAL SHEETS IF NECESSARY)

DATE	Enter Date (DD/MMM/YY)
REPORT NO	Enter Report # Here

CONTRACT NO	TITLE AND LOCATION
Enter Cnt# Here	Enter Title and Location of Construction Contract Here

Status

WORKING?	YES	NO	IF NO, WHY NOT:
	☐	☐	

WEATHER CONDITIONS:

Check Points

	YES	NO	REMARKS:
SUPERINTENDENT ON SITE	☐	☐	
QC MANAGER ON SITE	☐	☐	
QC REPORTS CURRENT	☐	☐	
AS-BUILTS CURRENT	☐	☐	
SUBMITTALS APPROVED FOR FOR ONGOING WORK	☐	☐	
DEFICIENCY LIST REVIEWED	☐	☐	

WORK OBSERVED/DEFICIENCIES NOTED/SAFETY ISSUES DISCUSSED/QA TESTS AND RESULTS:

Schedule Activity No	DESCRIBE OBSERVATIONS

MEETING/CONFERENCE NOTES (INCLUDING PARTICIPANTS):

Schedule Activity No.	NOTES

INSTRUCTIONS GIVEN OR RECEIVED/CONTROVERSIES PENDING:

Schedule Activity No.	INSTRUCTIONS/CONTROVERSIES

QA REPRESENTATIVE DATE

SUPV INITIALS DATE

INITIAL PHASE CHECKLIST

SPEC SECTION	DATE
Enter Spec Section # Here	Enter Date (DD/MMM/YY)

CONTRACT NO	DEFINABLE FEATURE OF WORK	SCHEDULE ACT NO.	INDEX #
Enter Cnt# Here	Enter DFOW Here	Enter Sched Act ID Here	Enter Index# Here

PERSONNEL PRESENT

GOVERNMENT REP NOTIFIED _____ HOURS IN ADVANCE: YES ☐ NO ☐

NAME	POSITION	COMPANY/GOVERNMENT

PROCEDURE COMPLIANCE

IDENTIFIY FULL COMPLIANCE WITH PROCEDURES IDENTIFIED AT PREPARATORY. COORDINATE PLANS, SPECIFICATIONS, AND SUBMITTALS.

COMMENTS:

PRELIMINARY WORK

ENSURE PRELIMINARY WORK IS COMPLETE AND CORRECT. IF NOT, WHAT ACTION IS TAKEN?

WORKMANSHIP

ESTABLISH LEVEL OF WORKMANSHIP.

WHERE IS WORK LOCATED?

IS SAMPLE PANEL REQUIRED? YES ☐ NO ☐

WILL THE INIITAL WORK BE CONSIDERED AS A SAMPLE? YES ☐ NO ☐

(IF YES, MAINTAIN IN PRESENT CONDITION AS LONG AS POSSIBLE AND DESCRIBE LOCATION OF SAMPLE)

RESOLUTION

RESOLVE ANY DIFFERENCES.

COMMENTS:

CHECK SAFETY

REVIEW JOB CONDITIONS USING EM 385-1-1 AND JOB HAZARD ANALYSIS

COMMENTS:

OTHER

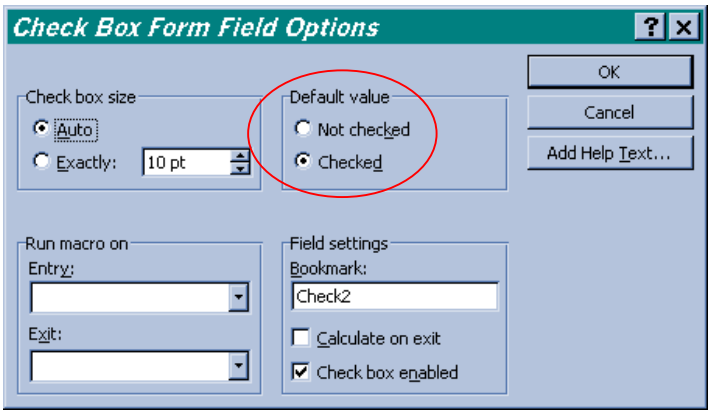
OTHER ITEMS OR REMARKS

QC MANAGER DATE

Instructions for Using Report Forms in MS-Word

In the Report Header, fields that have instructional text such as "Enter Title and Location of Construction Contract Here" prompt the user to enter the information in a specific location, governed by the field. Single mouse click anywhere in the field and the field will darken. Entry of text/data at this point will delete the instructional text in the field and will be replaced with entered text/data.

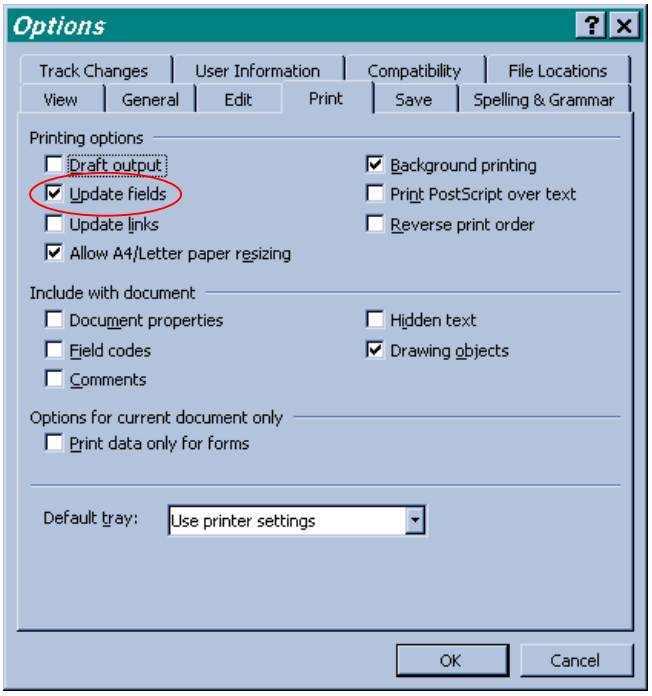
All check boxes are all defaulted as unchecked (i.e.; ☐). To check the box (i.e.; ☒), double click the box and the "Check Box Form Field Options" box will appear. In the "Default value" section of the box, click in the Radio Button for "Checked", then click on the "OK" button and the box will be checked.



The "Hour" fields where intentionally not programmed to total. If the Contractor deleted the formula in a field within the range that was to be totaled, the total would be wrong.

With the ability to [unlimitedly] expand the Contractor Production Report and Contractor Quality Control Representative Report, their Continuation Sheets are obsolete.

In the footer of each form are data fields for the Sheet number and the total number of sheets in the report (Sheet 1 of 2). The first number will generate itself when pages of the report are added. But MS-Word will not automatically update the second number. To update the NumPages field, click the field or the field results and then press F9. You can also click **Options** in the **Tools** menu, click the **Print** tab, and then select the **Update fields** check box.



PREPARATORY PHASE CHECKLIST

(CONTINUED ON SECOND PAGE)

SPEC SECTION	DATE
Enter Spec Section # Here	Enter Date (DD/MMM/YY)

CONTRACT NO	DEFINABLE FEATURE OF WORK	SCHEDULE ACT NO.	INDEX #
Enter Cnt# Here	Enter DFOW Here	Enter Sched Act ID Here	Enter Index# Here

PERSONNEL PRESENT

GOVERNMENT REP NOTIFIED _____ HOURS IN ADVANCE: YES ☐ NO ☐

NAME	POSITION	COMPANY/GOVERNMENT

SUBMITTALS

REVIEW SUBMITTALS AND/OR SUBMITTAL REGISTER. HAVE ALL SUBMITTALS BEEN APPROVED? YES ☐ NO ☐

IF NO, WHAT ITEMS HAVE NOT BEEN SUBMITTED? _____

ARE ALL MATERIALS ON HAND? YES ☐ NO ☐

IF NO, WHAT ITEMS ARE MISSING? _____

CHECK APPROVED SUBMITTALS AGAINST DELIVERED MATERIAL. (THIS SHOULD BE DONE AS MATERIAL ARRIVES.)

COMMENTS: _____

MATERIAL STORAGE

ARE MATERIALS STORED PROPERLY? YES ☐ NO ☐

IF NO, WHAT ACTION IS TAKEN? _____

SPECIFICATIONS

REVIEW EACH PARAGRAPH OF SPECIFICATIONS. _____

DISCUSS PROCEDURE FOR ACCOMPLISHING THE WORK. _____

CLARIFY ANY DIFFERENCES. _____

PRELIMINARY WORK & PERMITS

ENSURE PRELIMINARY WORK IS CORRECT AND PERMITS ARE ON FILE.

IF NOT, WHAT ACTION IS TAKEN? _____

TESTING	IDENTIFY TEST TO BE PERFORMED, FREQUENCY, AND BY WHOM.
	WHEN REQUIRED?
	WHERE REQUIRED?
	REVIEW TESTING PLAN.
	HAS TEST FACILITIES BEEN APPROVED?
SAFETY	ACTIVITY HAZARD ANALYSIS APPROVED? YES ☐ NO ☐ REVIEW APPLICABLE PORTION OF EM 385-1-1.
MEETING COMMENTS	NAVY/ROICC COMMENTS DURING MEETING.
OTHER ITEMS OR REMARKS	OTHER ITEMS OR REMARKS:

QC MANAGER DATE

RESPONSIBILITIES/AUTHORITY OF THE QC MANAGER

1. Appointing letter to the QC manager shall detail his/her authority and responsibility to act for the contractor and outline his/her duties, responsibilities and authority. He/she shall have no job-related responsibilities other than QC unless specifically permitted in the specification.

2. He/she shall be on the site at all times during progress of the work, with complete authority to take any action necessary to ensure conformance with the contract requirements. In the event of his/her absence, approved backup shall be on the site.

3. Authority to immediately stop any segment of work which does not comply with the contract plans and specifications and direct the removal and replacement of any defective work.

4. Conduct daily inspection of work performed for compliance with plans and specifications.

5. Certify daily that all materials and equipment delivered/installed in the work comply with contract plans and specifications. Certify daily that all work performed on the construction site and off the construction site conforms to plans and specifications. Report any deficiencies and remedial action planned and taken.

6. Supervise and coordinate the inspection and tests made by the members of the Quality Control Organization, including subcontractors.

7. Assure QC staff is adequate to meet its responsibilities.

8. Maintain a copy of the ROICC approved QC Plan on file at the jobsite complete with up-to-date approved revisions/filled-in log of submittals. Maintain at the jobsite an
up-to-date QC Submittal Register (provided in the specification) showing the status of all submittals required by the contract.

9. Maintain at the jobsite a testing plan showing status of all tests required by the contracts. Ensure that all tests required are performed and report the results of same. Indicate whether test results show the item tested conforms to contract requirements or not.

10. Authority to remove any individual from the site who fails to perform his/her work in a skillful and workmanlike manner or his/her work does not comply with the contract plans and specifications.

11. QC manager does not have authority to deviate from plans and specifications without prior approval, in writing, from the ROICC.

12. Ensure that the contractor's Quality Control Organization is adequately staffed with qualified personnel to perform all the detailed inspections and testing specified in the plans and specifications.

13. Maintain at the jobsite the up-to-date QC Rework Items List.

ATTACHMENT A

REWORK ITEMS LIST

Contract No. and Title: Enter Contract # and Title Here

Contractor: Enter Contractor's Company Name Here

NUMBER	DATE IDENTIFIED	DESCRIPTION	CONTRACT REQUIREMENT (Spec. Section and Par. No., Drawing No. and Detail No., etc.)	ACTION TAKEN BY QC MANAGER	RESOLUTION	DATE COMPLETED

TESTING PLAN AND LOG

CONTRACT NUMBER Enter Contract # Here			PROJECT TITLE AND LOCATION Enter Contract Title and Location Here							CONTRACTOR Enter Contractor's Company Name Here	
SPECIFICATION SECTION AND PARAGRAPH NUMBER	ITEM OF WORK	TEST REQUIRED	ACCREDITED/ APPROVED LAB		SAMPLED BY	TESTED BY	LOCATION OF TEST		DATE COMPLETED	DATE FORWARDED TO CONTR. OFF.	REMARKS
			YES	NO			ON SITE	OFF SITE			

SECTION 01 50 00

TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS
11/20, CHG 3: 08/24

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN WATER WORKS ASSOCIATION (AWWA)

AWWA C511	(2017; R 2021) Reduced-Pressure Principle Backflow Prevention Assembly

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(2023; ERTA 1 2024; TIA 24-1) National Electrical Code
NFPA 241	(2022) Standard for Safeguarding Construction, Alteration, and Demolition Operations

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(2024) Safety -- Safety and Occupational Health (SOH) Requirements

U.S. FEDERAL HIGHWAY ADMINISTRATION (FHWA)

MUTCD	(2009; Rev 2012) Manual on Uniform Traffic Control Devices

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Construction Site Plan; G

Traffic Control Plan; G

Haul Road Plan; G

Contractor Computer Cybersecurity Compliance Statements; G

Contractor Temporary Network Cybersecurity Compliance Statements; G

SD-06 Test Reports

Backflow Preventer Tests

SD-07 Certificates

Backflow Tester Certification

Backflow Preventers Certificate of Full Approval

1.3 CONSTRUCTION SITE PLAN

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

1.4 BACKFLOW PREVENTERS CERTIFICATE

1.4.1 Backflow Tester Certificate

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

1.4.2 Backflow Prevention Training Certificate

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

1.5 DOD CONDITION OF READINESS (COR)

DOD will set the Condition of Readiness (COR) based on the weather forecast for sustained winds 50 knots (58 mph) or greater. Contact the Contracting Officer for the current COR setting.

Monitor weather conditions a minimum of twice a day and take appropriate actions according to the approved Emergency Plan in the accepted Accident Prevention Plan, EM 385-1-1 Emergency Plan requirements and the instructions below.

Unless otherwise directed by the Contracting Officer, comply with:

a. Condition FOUR (Sustained winds of 58 mph or greater expected within 72 hours): Normal daily jobsite cleanup and good housekeeping practices. Collect and store in piles or containers scrap lumber, waste material, and rubbish for removal and disposal at the close of each work day. Maintain the construction site including storage areas, free of accumulation of debris. Stack form lumber in neat piles less than 3.3 feet high. Remove all debris, trash, or objects

that could become missile hazards. Review requirements pertaining to "Condition THREE" and continue action as necessary to attain "Condition FOUR" readiness. Contact Contracting Officer for weather and COR updates and completion of required actions.

b. Condition THREE (Sustained winds of 58 mph or greater expected within 48 hours): Maintain "Condition FOUR" requirements and commence securing operations necessary for "Condition ONE" which cannot be completed within 18 hours. Cease all routine activities which might interfere with securing operations. Commence securing and stow all gear and portable equipment. Make preparations for securing buildings. Reinforce or remove formwork and scaffolding. Secure machinery, tools, equipment, materials, or remove from the jobsite. Expend every effort to clear all missile hazards and loose equipment from general base areas. Contact Contracting Officer for weather and COR updates and completion of required actions. Review requirements pertaining to "Condition TWO" and continue action as necessary to attain "Condition THREE" readiness.

c. Condition TWO (Sustained winds of 58 mph or greater expected within 24 hours): Secure the jobsite, and leave Government premises.

d. Condition ONE. (Sustained winds of 58 mph or greater expected within 12 hours): Contractor access to the jobsite and Government premises is prohibited.

PART 2 PRODUCTS

2.1 TEMPORARY SIGNAGE

2.1.1 Bulletin Board

Prior to the commencement of work activities, provide a clear weatherproof covered bulletin board not less than 36 by 48 inches in size for displaying the Equal Employment Opportunity poster, a copy of the wage decision contained in the Contract, Wage Rate Information poster, Safety and Health Information as required by EM 385-1-1 and other information approved by the Contracting Officer. Coordinate requirements herein with 01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS. Locate the bulletin board at the project site in a conspicuous place easily accessible to all employees, and in location as approved by the Contracting Officer.

2.1.2 Warning Signs

Post temporary signs, tags, and labels to give workers and the public adequate warning and caution of construction hazards according to the EM 385-1-1. Attach signs to the perimeter fencing every 150 feet warning the public of the presence of construction hazards. Signs must require unauthorized persons to keep out of the construction site. Correct the data required by safety signs daily. Post signs at all points of entry designating the construction site as a hard hat area.

2.2 TEMPORARY TRAFFIC CONTROL

2.2.1 Haul Roads

Construct access and haul roads necessary for proper prosecution of the work under this Contract in accordance with EM 385-1-1. Construct with suitable grades and widths; avoid sharp curves, blind corners, and

dangerous cross traffic. Submit haul road plan for approval. Provide necessary lighting, signs, barricades, and distinctive markings for the safe movement of traffic. The method of dust control, although optional, must be adequate to ensure safe operation at all times. Location, grade, width, and alignment of construction and haul roads are subject to approval by the Contracting Officer. Lighting must be adequate to assure full and clear visibility for full width of haul road and work areas during any night work operations.

2.2.2 Barricades

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

2.3 FENCING

Provide fencing along the construction site and at all open excavations and tunnels to control access by unauthorized personnel. Safety fencing must be highly visible to be seen by pedestrians and vehicular traffic. All fencing must meet the requirements of EM 385-1-1. Remove the fence upon completion and acceptance of the work.

2.3.1 Polyethylene Mesh Safety Fencing

Temporary safety fencing must be a high visibility orange colored, high density polyethylene grid, a minimum of 48 inches high and maximum mesh size of 2 inches. Fencing must extend from the grade to a minimum of 48 inches above the grade and be tightly secured to T-posts spaced as necessary to maintain a rigid and taut fence. Fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4 inches of deflection.

2.3.2 Chain Link Panel Fencing

Temporary panel fencing must be galvanized steel chain link panels 8 feet high. Multiple fencing panels may be linked together at the bases to form long spans as needed. Each panel base must be weighted down using sand bags or other suitable materials in order for the fencing to withstand anticipated winds while remaining upright. Fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4 inches of deflection.

2.3.3 Post-Driven Chain Link Fencing

Temporary post-driven fencing must be galvanized chain link fencing 8 feet high supported by an tightly secured to galvanized steel posts driven below grade. Fence posts must be located on minimum 10 foot centers. Posts may be set in various surfaces such as sand, soil, asphalt or concrete as necessary. Chain link fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4 inches of deflection. Completely remove fencing and posts at the completion of construction and restore surfaces disturbed or damaged

to its original condition. Locate and identify underground utilities prior to setting fence posts. Equip fence with a lockable gate. Gate must remain locked when construction personnel are not present.

2.4 TEMPORARY WIRING

Provide temporary wiring in accordance with EM 385-1-1, NFPA 241 and NFPA 70. Include monthly inspection and testing of all equipment and apparatus.

2.5 BACKFLOW PREVENTERS

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

Reduced pressure principle type conforming to the applicable requirements AWWA C511. Provide backflow preventers complete with 150 poundflanged cast ironbronze, mounted gate valve and strainer, 304 stainless steel or bronze, internal parts.

PART 3 EXECUTION

3.1 EMPLOYEE PARKING

Construction Contract employees must park privately owned vehicles in an area designated by the Contracting Officer. Employee parking must not interfere with existing and established parking requirements of the Government installation.

3.2 AVAILABILITY AND USE OF UTILITY SERVICES

3.2.1 Temporary Utilities

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

3.2.2 Payment for Utility Services

a. The Government will make all reasonably required utilities available from existing outlets and supplies, as specified in the Contract. Unless otherwise provided in the Contract, the amount of each utility service consumed will be charged to or paid at prevailing rates charged to the Government or, where the utility is produced by the Government, at reasonable rates determined by the Contracting Officer. Carefully conserve utilities furnished without charge.b. The point at which the Government will deliver such utilities or services and the quantity available is must be coordinated with the Contracting Officer. Pay all costs incurred in connecting, converting, and transferring the utilities to the work. Make connections, including providing backflow-preventing devices on connections to domestic water lines;providing meters; and providing transformers; and make disconnections.

3.2.3 Meters and Temporary Connections

Provide and maintain necessary temporary connections, distribution lines, and meter bases (Government will provide meters) required to measure the amount of each utility used for the purpose of determining charges. Notify the Contracting Officer, in writing, 5 working days before final electrical connection is desired so that a utilities contract can be established. The Government will provide a meter and make the final hot connection after inspection and approval of the Contractor's temporary wiring installation. Do not make the final electrical connection.

3.2.4 Advance Deposit

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

3.2.5 Final Meter Reading

Before completion of the work and final acceptance of the work by the Government, notify the Contracting Officer, in writing, 5 working days before termination is desired. The Government will take a final meter reading, disconnect service, and remove the meters. Then remove all the temporary distribution lines, meter bases, and associated appurtenances. Pay all outstanding utility bills before final acceptance of the work by the Government.

3.2.6 Sanitation

Provide and maintain within the construction area minimum field-type sanitary facilities in accordance with EM 385-1-1. Locate the facilities behind the construction fence or out of the public view. Clean units and empty wastes at least once a week or more frequently into a municipal, district, or station sanitary sewage system, or remove waste to a commercial facility. Obtain approval from the system owner prior to discharge into a municipal, district, or commercial sanitary sewer system. Penalties or fines associated with improper discharge will be the responsibility of the Contractor. Coordinate with the Contracting Officer and follow station regulations and procedures when discharging into the station sanitary sewer system. Maintain these conveniences at all times. Include provisions for pest control and elimination of odors. Government toilet facilities will not be available to Contractor's personnel.

3.2.7 Telephone

Make arrangements and pay all costs for telephone facilities desired.

3.2.8 Fire Protection

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

3.3 TRAFFIC PROVISIONS

3.3.1 Maintenance of Traffic

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

b. Conduct work so as to minimize obstruction of traffic, and maintain traffic on at least half of the roadway width at all times. Obtain approval from the Contracting Officer prior to starting any activity that will obstruct traffic.

c. Provide, erect, and maintain, at Contractor's expense, lights, barriers, signals, passageways, detours, Life Safety Signage, overhead protection, and other items that may be required by the authority having jurisdiction.

d. Provide cones, signs, barricades, lights, or other traffic control devices and personnel required to control traffic. Do not use foil-backed material for temporary pavement marking because of its potential to conduct electricity during accidents involving downed power lines.

3.3.2 Protection of Traffic

Maintain and protect traffic on all affected roads during the construction period except as otherwise specifically directed by the Contracting Officer. Measures for the protection and diversion of traffic, including the provision of watchmen and flagmen, erection of barricades, placing of lights around and in front of equipment the work, and the erection and maintenance of adequate warning, danger, and direction signs, will be as required by the State and local authorities having jurisdiction. Provide self-illuminated (lighted) barricades during hours of darkness. All personnel working in roadways will wear brightly-colored vests or other high visibility apparel in accordance with EM 385-1-1. Protect the traveling public from damage to person and property. Minimize the interference with public traffic on roads selected for hauling material to and from the site. Investigate the adequacy of existing roads and their allowable load limit. Contractor is responsible for the repair of damage to roads caused by construction operations.

3.3.3 Rush Hour Restrictions

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

3.3.4 Dust Control

Dust control methods and procedures must be approved by the Contracting Officer. Coordinate dust control methods with 01 57 19 TEMPORARY

ENVIRONMENTAL CONTROLS.

3.4 REDUCED PRESSURE BACKFLOW PREVENTERS

Provide an approved reduced pressure backflow prevention assembly at each location where the Contractor taps into the Government potable water supply.

Perform backflow preventer tests using test equipment, procedures, and certification forms conforming to those outlined in the latest edition of the Manual of Cross-Connection Control published by the FCCCHR Manual. Test and tag each reduced pressure backflow preventer upon initial installation (prior to continued water use) and monthly thereafter. Tag must contain the following information: make, model, serial number, dates of tests, results, maintenance performed, and signature of tester. Record test results on certification forms conforming to requirements cited earlier in this paragraph.

3.5 CONTRACTOR'S TEMPORARY FACILITIES

Contractor is responsible for security of their property. Provide adequate outside security lighting at the temporary facilities. Trailers must be anchored to resist high winds and meet applicable state or local standards for anchoring mobile trailers. Coordinate anchoring with EM 385-1-1. The Contract Clause entitled "FAR 52.236-10, Operations and Storage Areas" and the following apply:

3.5.1 Administrative Field Offices

Provide and maintain administrative field office facilities within the construction area at the designated site. Government office and warehouse facilities will not be available to the Contractor's personnel.

3.5.2 Storage Area

Construct a temporary 6 foot high chain link fence around trailers and materials. Include plastic strip inserts, colored green, so that visibility through the fence is obstructed. Fence posts may be driven, in lieu of concrete bases, where soil conditions permit. Do not place or store trailers, materials, or equipment outside the fenced area unless such trailers, materials, or equipment are assigned a separate and distinct storage area by the Contracting Officer away from the vicinity of the construction site but within the installation boundaries. Trailers, equipment, or materials must not be open to public view with the exception of those items which are in support of ongoing work on the current day. Do not stockpile materials outside the fence in preparation for the next day's work. Park mobile equipment, such as tractors, wheeled lifting equipment, cranes, trucks, and like equipment within the fenced area at the end of each work day.

Keep fencing in a state of good repair and proper alignment. If the Contractor elects to traverse grassed or unpaved areas which are not established roadways with construction equipment or other vehicles, cover the grassed or unpaved areas with a layer of gravel as necessary to prevent rutting and the tracking of mud onto paved or established roadways; gravel gradation must be at the Contractor's discretion. Mow and maintain grass located within the boundaries of the construction site for the duration of the project. Grass and vegetation along fences,

structures, under trailers, and in areas not accessible to mowers must be edged or trimmed neatly.

3.5.3 Supplemental Storage Area

Upon request, and pending availability, the Contracting Officer will designate another or supplemental area for the use and storage of trailers, equipment, and materials. This area may not be in close proximity of the construction site but will be within the installation boundaries. Maintain the area in a clean and orderly fashion and secured if needed to protect supplies and equipment. Utilities will not be provided to this area by the Government.

3.5.4 Appearance of Trailers

a. Trailers must be roadworthy and comply with all appropriate state and local vehicle requirements. Trailers which are rusted, have peeling paint or are otherwise in need of repair will not be allowed on Installation property. Trailers must present a clean and neat exterior appearance and be in a state of good repair.

b. Maintain the temporary facilities. Failure to do so will be sufficient reason to require their removal at the Contractor's expense.

3.5.5 Safety Systems

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

3.5.6 Weather Protection of Temporary Facilities and Stored Materials

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

3.5.6.1 Building and Site Storm Protection

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

3.6 PLANT COMMUNICATIONS

Whenever the individual elements of the plant are located so that operation by normal voice between these elements is not satisfactory, install a satisfactory means of communication, such as telephone or other suitable devices and make available for use by Government personnel.

3.7 TEMPORARY PROJECT SAFETY FENCING

As soon as practicable, but not later than 15 days after the date established for commencement of work, furnish and erect temporary project safety fencing at the work site. Maintain the safety fencing during the life of the Contract and, upon completion and acceptance of the work, remove from the work site.

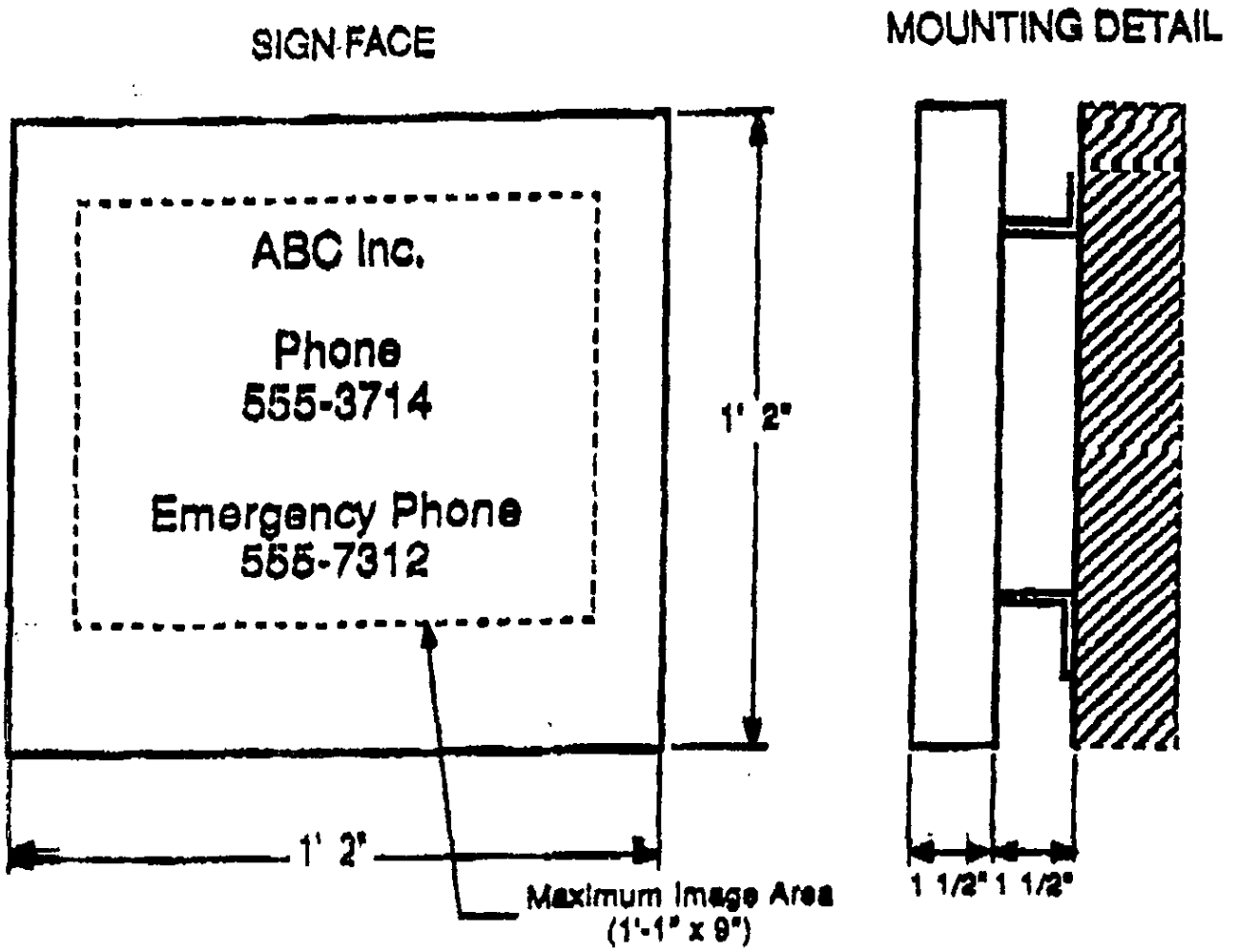
3.8 CLEANUP

Remove construction debris, waste materials, packaging material and the like from the work site daily. Any dirt or mud which is tracked onto paved or surfaced roadways must be cleaned away. Store all salvageable materials resulting from demolition activities within the fenced area described above or at the supplemental storage area. Neatly stack stored materials not in trailers, whether new or salvaged.

3.9 RESTORATION OF STORAGE AREA

Upon completion of the project remove the bulletin board, signs, barricades, haul roads, and all other temporary products from the site. After removal of trailers, materials, and equipment from within the fenced area, remove the fence. Restore areas used during the performance of the Contract to the original or better condition. Remove gravel used to traverse grassed areas and restore the area to its original condition, including top soil and seeding as necessary.

-- End of Section --



Sign requirements:

Graphic panel: Aluminum, painted blue
Copy: Screen painted or vinyl die-cut, white
Typeface: Univers 65 u/lc

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 57 19

TEMPORARY ENVIRONMENTAL CONTROLS
08/22

PART 1 GENERAL

1.1 REFERENCES

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

U.S. ENVIRONMENTAL PROTECTION AGENCY (EPA)

EPA SW-846	(Third Edition; Update VII) Test Methods for Evaluating Solid Waste: Physical/Chemical Methods

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

29 CFR 1910.1053	Respirable Crystalline Silica
29 CFR 1910.1200	Hazard Communication
29 CFR 1926.1153	Respirable Crystalline Silica
40 CFR 50	National Primary and Secondary Ambient Air Quality Standards
40 CFR 60	Standards of Performance for New Stationary Sources
40 CFR 63	National Emission Standards for Hazardous Air Pollutants for Source Categories
40 CFR 64	Compliance Assurance Monitoring
40 CFR 82	Protection of Stratospheric Ozone
40 CFR 112	Oil Pollution Prevention
40 CFR 241	Guidelines for Disposal of Solid Waste
40 CFR 243	Guidelines for the Storage and Collection of Residential, Commercial, and Institutional Solid Waste
40 CFR 258	Subtitle D Landfill Requirements
40 CFR 260	Hazardous Waste Management System: General

40 CFR 261	Identification and Listing of Hazardous Waste
40 CFR 261.7	Residues of Hazardous Waste in Empty Containers
40 CFR 262	Standards Applicable to Generators of Hazardous Waste
40 CFR 262.11	Hazardous Waste Determination and Recordkeeping
40 CFR 263	Standards Applicable to Transporters of Hazardous Waste
40 CFR 264	Standards for Owners and Operators of Hazardous Waste Treatment, Storage, and Disposal Facilities
40 CFR 265	Interim Status Standards for Owners and Operators of Hazardous Waste Treatment, Storage, and Disposal Facilities
40 CFR 266	Standards for the Management of Specific Hazardous Wastes and Specific Types of Hazardous Waste Management Facilities
40 CFR 268	Land Disposal Restrictions
40 CFR 273	Standards for Universal Waste Management
40 CFR 273.2	Standards for Universal Waste Management - Batteries
40 CFR 273.4	Standards for Universal Waste Management - Mercury Containing Equipment
40 CFR 273.5	Standards for Universal Waste Management - Lamps
40 CFR 273.6	Applicability - Aerosol Cans
40 CFR 279	Standards for the Management of Used Oil
40 CFR 300	National Oil and Hazardous Substances Pollution Contingency Plan
40 CFR 300.125	National Oil and Hazardous Substances Pollution Contingency Plan - Notification and Communications
40 CFR 355	Emergency Planning and Notification
40 CFR 403	General Pretreatment Regulations for Existing and New Sources of Pollution
40 CFR 745	Lead-Based Paint Poisoning Prevention in Certain Residential Structures

49 CFR 171	General Information, Regulations, and Definitions
49 CFR 172	Hazardous Materials Table, Special Provisions, Hazardous Materials Communications, Emergency Response Information, and Training Requirements
49 CFR 172.101	Hazardous Material Regulation-Purpose and Use of Hazardous Material Table
49 CFR 173	Shippers - General Requirements for Shipments and Packagings
49 CFR 178	Specifications for Packagings

1.2 DEFINITIONS

1.2.1 Class I and II Ozone Depleting Substance (ODS)

Class I ODS is defined in Section 602(a) of The Clean Air Act. A list of Class I ODS can be found on the EPA website at the following weblink. https://www.epa.gov/ozone-layer-protection/ozone-depleting-substances.

Class II ODS is defined in Section 602(s) of The Clean Air Act. A list of Class II ODS can be found on the EPA website at the following weblink. https://www.epa.gov/ozone-layer-protection/ozone-depleting-substances.

1.2.2 Contractor Generated Hazardous Waste

Contractor generated hazardous waste is materials that, if abandoned or disposed of, may meet the definition of a hazardous waste. These waste streams would typically consist of material brought on site by the Contractor to execute work, but are not fully consumed during the course of construction. Examples include, but are not limited to, excess paint thinners (i.e., methyl ethyl ketone, toluene), waste thinners, excess paints, excess solvents, waste solvents, excess pesticides, and contaminated pesticide equipment rinse water.

1.2.3 Electronics Waste

Electronics waste is discarded electronic devices intended for salvage, recycling, or disposal.

1.2.4 Environmental Pollution and Damage

Environmental pollution and damage is the presence of chemical, physical, or biological elements or agents which adversely affect human health or welfare; unfavorably alter ecological balances of importance to human life; affect other species of importance to humankind; or degrade the environment aesthetically, culturally or historically.

1.2.5 Environmental Protection

Environmental protection is the prevention/control of pollution and habitat disruption that may occur to the environment during construction. The control of environmental pollution and damage requires consideration

of land, water, and air; biological and cultural resources; and includes management of visual aesthetics; noise; solid, chemical, gaseous, and liquid waste; radiant energy and radioactive material as well as other pollutants.

1.2.6 Hazardous Debris

As defined in paragraph SOLID WASTE, debris that contains listed hazardous waste (either on the debris surface, or in its interstices, such as pore structure) in accordance with 40 CFR 261. Hazardous debris also includes debris that exhibits a characteristic of hazardous waste in accordance with 40 CFR 261.

1.2.7 Hazardous Materials

Hazardous material is any material that: Is defined in 49 CFR 171, listed in 49 CFR 172, regulated as a hazardous material in accordance with 49 CFR 173; or requires a Safety Data Sheet (SDS) in accordance with 29 CFR 1910.1200; or during end use, treatment, handling, packaging, storage, transportation, or disposal meets or has components that meet or have potential to meet the definition of a hazardous waste as defined by 40 CFR 261 Subparts A, B, C, or D. Designation of a material by this definition, when separately regulated or controlled by other sections or directives, does not eliminate the need for adherence to that hazard-specific guidance which takes precedence over this section for "control" purposes. Such material includes ammunition, weapons, explosive actuated devices, propellants, pyrotechnics, chemical and biological warfare materials, medical and pharmaceutical supplies, medical waste and infectious materials, bulk fuels, radioactive materials, and other materials such as asbestos, mercury, and polychlorinated biphenyls (PCBs).

1.2.8 Hazardous Waste

Hazardous Waste is any material that meets the definition of a solid waste and exhibits a hazardous characteristic (ignitability, corrosivity, reactivity, or toxicity) as specified in 40 CFR 261, Subpart C, or contains a listed hazardous waste as identified in 40 CFR 261, Subpart D, or meets a state, local, or host nation definition of a hazardous waste.

1.2.9 Land Application

Land Application means spreading or spraying discharge water at a rate that allows the water to percolate into the soil. No sheeting action, soil erosion, discharge into storm sewers, discharge into defined drainage areas, or discharge into the "waters of the United States" must occur. Comply with federal, state, and local laws and regulations.

1.2.10 Municipal Separate Storm Sewer System (MS4) Permit

MS4 permits are those held by municipalities or installations to obtain NPDES permit coverage for their stormwater discharges.

1.2.11 National Pollutant Discharge Elimination System (NPDES)

The NPDES permit program controls water pollution by regulating point sources that discharge pollutants into waters of the United States.

1.2.12 Oily Waste

Oily waste are those materials that are, or were, mixed with Petroleum, Oils, and Lubricants (POLs) and have become separated from that POLs. Oily wastes also means materials, including wastewaters, centrifuge solids, filter residues or sludges, bottom sediments, tank bottoms, and sorbents which have come into contact with and have been contaminated by, POLs and may be appropriately tested and discarded in a manner which is in compliance with other state and local requirements.

This definition includes materials such as oily rags, "kitty litter" sorbent clay and organic sorbent material. These materials may be land filled provided that: It is not prohibited in other state regulations or local ordinances; the amount generated is "de minimus" (a small amount); it is the result of minor leaks or spills resulting from normal process operations; and free-flowing oil has been removed to the practicable extent possible. Large quantities of this material, generated as a result of a major spill or in lieu of proper maintenance of the processing equipment, are a solid waste. As a solid waste, perform a hazardous waste determination prior to disposal. As this can be an expensive process, it is recommended that this type of waste be minimized through good housekeeping practices and employee education.

1.2.13 Regulated Waste

Regulated waste are solid wastes that have specific additional federal, state, or local controls for handling, storage, or disposal.

1.2.14 Sediment

Sediment is soil and other debris that have eroded and have been transported by runoff water or wind.

1.2.15 Solid Waste

Solid waste is a solid, liquid, semi-solid or contained gaseous waste. A solid waste can be a hazardous waste, non-hazardous waste, or non-Resource Conservation and Recovery Act (RCRA) regulated waste. Types of solid waste typically generated at construction sites may include:

1.2.15.1 Debris

Debris is non-hazardous solid material generated during the construction, demolition, or renovation of a structure that exceeds 2.5-inch particle size that is: a manufactured object; plant or animal matter; or natural geologic material (for example, cobbles and boulders), broken or removed concrete, masonry, and rock asphalt paving; ceramics; roofing paper and shingles. Inert materials may be reinforced with or contain ferrous wire, rods, accessories and weldments. A mixture of debris and other material such as soil or sludge is also subject to regulation as debris if the mixture is comprised primarily of debris by volume, based on visual inspection.

1.2.15.2 Green Waste

Green waste is the vegetative matter from landscaping, land clearing and grubbing, including, but not limited to, grass, bushes, scrubs, small trees and saplings, tree stumps and plant roots. Marketable trees, grasses and plants that are indicated to remain, be re-located, or be

re-used are not included.

1.2.15.3 Material Not Regulated As Solid Waste

Material not regulated as solid waste is nuclear source or byproduct materials regulated under the Federal Atomic Energy Act of 1954 as amended; suspended or dissolved materials in domestic sewage effluent or irrigation return flows, or other regulated point source discharges; regulated air emissions; and fluids or wastes associated with natural gas or crude oil exploration or production.

1.2.15.4 Non-Hazardous Waste

Non-hazardous waste is waste that is excluded from, or does not meet, hazardous waste criteria in accordance with 40 CFR 261.

1.2.15.5 Recyclables

Recyclables are materials, equipment and assemblies such as doors, windows, door and window frames, plumbing fixtures, glazing and mirrors that are recovered and sold as recyclable, wiring, insulated/non-insulated copper wire cable, wire rope, and structural components. It also includes commercial-grade refrigeration equipment with Freon removed, household appliances where the basic material content is metal, clean polyethylene terephthalate bottles, cooking oil, used fuel oil, textiles, high-grade paper products and corrugated cardboard, stackable pallets in good condition, clean crating material, and clean rubber/vehicle tires. Metal meeting the definition of lead contaminated or lead based paint contaminated may not be included as recyclable if sold to a scrap metal company. Paint cans that meet the definition of empty containers in accordance with 40 CFR 261.7 may be included as recyclable if sold to a scrap metal company.

1.2.15.6 Surplus Soil

Surplus soil is existing soil that is in excess of what is required for this work, including aggregates intended, but not used, for on-site mixing of concrete, mortars, and paving. Contaminated soil meeting the definition of hazardous material or hazardous waste is not included and must be managed in accordance with paragraph HAZARDOUS MATERIAL MANAGEMENT.

1.2.15.7 Scrap Metal

This includes scrap and excess ferrous and non-ferrous metals such as reinforcing steel, structural shapes, pipe, and wire that are recovered or collected and disposed of as scrap. Scrap metal meeting the definition of hazardous material or hazardous waste is not included.

1.2.15.8 Wood

Wood is dimension and non-dimension lumber, plywood, chipboard, hardboard. Treated or painted wood that meets the definition of lead contaminated or lead based contaminated paint is not included. Treated wood includes, but is not limited to, lumber, utility poles, crossties, and other wood products with chemical treatment.

1.2.16 Surface Discharge

Surface discharge means discharge of water into drainage ditches, storm

sewers, or creeks meeting the definition of "waters of the United States". Surface discharges from construction sites are discrete, identifiable sources and require a permit from the governing agency. Comply with federal, state, and local laws and regulations.

1.2.17 Wastewater

Wastewater is the used water and solids that flow through a sanitary sewer to a treatment plant.

1.2.17.1 Stormwater

Stormwater is any precipitation in an urban or suburban area that does not evaporate or soak into the ground, but instead collects and flows into storm drains, rivers, and streams.

1.2.18 Waters of the United States

Waters of the United States means Federally jurisdictional waters, including wetlands, that are subject to regulation under Section 404 of the Clean Water Act or navigable waters, as defined under the Rivers and Harbors Act.

1.2.19 Wetlands

Wetlands are those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

1.2.20 Universal Waste

The universal waste regulations streamline collection requirements for certain hazardous wastes in the following categories: batteries, pesticides, mercury-containing equipment (for example, thermostats), and lamps (for example, fluorescent bulbs). The rule is designed to reduce hazardous waste in the municipal solid waste (MSW) stream by making it easier for universal waste handlers to collect these items and send them for recycling or proper disposal. These regulations can be found at 40 CFR 273.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Preconstruction Survey

Regulatory Notifications; G

Environmental Manager Qualifications; G

Employee Training Records; G

Environmental Protection Plan; G

Dirt and Dust Control Plan; G

Solid Waste Management Permit; G

Stormwater Pollution Prevention Plan (SWPPP); G

Stormwater Notice of Intent (for NPDES coverage under the general permit for construction activities); G

Spill Prevention Control And Countermeasure (SPCC) Plan; G

SD-06 Test Reports

Monthly Solid Waste Disposal Report; G

Inspection Reports

Laboratory Analysis

SD-07 Certificates

ECATTS Certificate Of Completion; G

Employee Training Records; G

Erosion and Sediment Control Inspector Qualifications

SD-11 Closeout Submittals
Regulatory Notifications; G

Assembled Employee Training Records; G

Solid Waste Management Permit; G

Stormwater Pollution Prevention Plan Compliance Notebook; G

Stormwater Notice of Termination (for NPDES coverage under the general permit for construction activities); G

As-Built Topographic Survey

Waste Determination Documentation; G

Project Solid Waste Disposal Documentation Report; G

Sales Documentation; G

Contractor Certification

Hazardous Waste/Debris Management; G

Disposal Documentation for Hazardous and Regulated Waste; G

Contractor Hazardous Material Inventory Log; G

1.4 ENVIRONMENTAL PROTECTION REQUIREMENTS

Provide and maintain, during the life of the contract, environmental protection as defined. Plan for and provide environmental protective measures to control pollution that develops during construction practice. Plan for and provide environmental protective measures required to correct conditions that develop during the construction of permanent or temporary environmental features associated with the project. Protect the environmental resources within the project boundaries and those affected outside the limits of permanent work during the entire duration of this Contract. Comply with federal, state, and local regulations pertaining to the environment, including water, air, solid waste, hazardous waste and substances, oily substances, and noise pollution.

Tests and procedures assessing whether construction operations comply with Applicable Environmental Laws may be required. Analytical work must be performed by qualified laboratories; and where required by law, the laboratories must be certified.

1.4.1 Training in Environmental Compliance Assessment Training and Tracking System (ECATTS)

1.4.1.1 Personnel Requirements

The Environmental Manager is responsible for environmental compliance on projects. The Environmental Manager and other staff, must complete applicable ECATTS training modules (installation specific or general) prior to starting respective portions of on-site work under this Contract. If personnel changes occur for any of these positions after starting work, replacement personnel must complete applicable ECATTS training within 14 days of assignment to the project.

1.4.1.2 Certification

Submit an ECATTS certificate of completion for personnel who have completed the required ECATTS training. This training is web-based and can be accessed from any computer with Internet access using the following instructions.

Register for NAVFAC Environmental Compliance Assessment, Training, and Tracking System, by logging on to https://environmentaltraining.ecatts.com/. Obtain the password for registration from the Contracting Officer.

1.4.1.3 Refresher Training

This training has been structured to allow contractor personnel to receive credit under this contract and to carry forward credit to future contracts. Ensure the Environmental Manager review their training plans for new modules or updated training requirements prior to beginning work. Some training modules are tailored for specific state regulatory requirements; therefore, Contractors working in multiple states will be required to retake modules tailored to the state where the contract work is being performed.

1.4.2 Conformance with the Environmental Management System

Perform work under this contract consistent with the policy and objectives identified in the installation's Environmental Management System (EMS). Perform work in a manner that conforms to objectives and targets of the

environmental programs and operational controls identified by the EMS. Support Government personnel when environmental compliance and EMS audits are conducted by escorting auditors at the Project site, answering questions, and providing proof of records being maintained. Provide monitoring and measurement information as necessary to address environmental performance relative to environmental, energy, and transportation management goals. In the event an EMS nonconformance or environmental noncompliance associated with the contracted services, tasks, or actions occurs, take corrective and preventative actions. In addition, employees must be aware of their roles and responsibilities under the installation EMS and of how these EMS roles and responsibilities affect work performed under the contract.

Coordinate with the installation's EMS coordinator to identify training needs associated with environmental aspects and the EMS, and arrange training or take other action to meet these needs. Provide training documentation to the Contracting Officer. The Installation Environmental Office will retain associated environmental compliance records. Make EMS Awareness training completion certificates available to Government auditors during EMS audits and include the certificates in the Employee Training Records. See paragraph EMPLOYEE TRAINING RECORDS.

1.5 QUALITY ASSURANCE

1.5.1 Preconstruction Survey and Protection of Features

This paragraph supplements the Contract Clause PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS. Prior to start of any onsite construction activities, perform a Preconstruction Survey of the project site with the Contracting Officer, and take photographs showing existing environmental conditions in and adjacent to the site. Submit a report for the record. Include in the report a plan describing the features requiring protection under the provisions of the Contract Clauses, which are not specifically identified on the drawings as environmental features requiring protection along with the condition of trees, shrubs and grassed areas immediately adjacent to the site of work and adjacent to the Contractor's assigned storage area and access route(s), as applicable. The Contractor and the Contracting Officer will sign this survey report upon mutual agreement regarding its accuracy and completeness. Protect those environmental features included in the survey report and any indicated on the drawings, regardless of interference that their preservation may cause to the work under the Contract.

1.5.2 Regulatory Notifications

Provide regulatory notification requirements in accordance with federal, state and local regulations. In cases where the Government will also provide public notification (such as stormwater permitting), coordinate with the Contracting Officer. Submit copies of regulatory notifications to the Contracting Officer prior to commencement of work activities. Typically, regulatory notifications must be provided for the following (this listing is not all-inclusive): demolition, renovation, NPDES defined site work, construction, removal or use of a permitted air emissions source, and remediation of controlled substances (asbestos, hazardous waste, lead paint).

1.5.3 Environmental Brief

Attend an environmental brief to be included in the preconstruction

meeting. Provide the following information: types, quantities, and use of hazardous materials that will be brought onto the installation; and types and quantities of wastes/wastewater that may be generated during the Contract. Discuss the results of the Preconstruction Survey at this time.

Prior to initiating any work on site, meet with the Contracting Officer and installation Environmental Office to discuss the proposed Environmental Protection Plan (EPP) or equipment local requirement. Develop a mutual understanding relative to the details of environmental protection, including measures for protecting natural and cultural resources, required reports, required permits, permit requirements (such as mitigation measures), and other measures to be taken.

1.5.4 Environmental Manager

Appoint in writing an Environmental Manager for the project site. The Environmental Manager is directly responsible for coordinating contractor compliance with federal, state, local, and installation requirements. The Environmental Manager must ensure compliance with Hazardous Waste Program requirements (including hazardous waste handling, storage, manifesting, and disposal); implement the EPP; ensure environmental permits are obtained, maintained, and closed out; ensure compliance with Stormwater Program requirements; ensure compliance with Hazardous Materials (storage, handling, and reporting) requirements; and coordinate any remediation of regulated substances (lead, asbestos, PCB transformers). This can be a collateral position; however, the person in this position must be trained to adequately accomplish the following duties: ensure waste segregation and storage compatibility requirements are met; inspect and manage Satellite Accumulation areas; ensure only authorized personnel add wastes to containers; ensure Contractor personnel are trained in 40 CFR requirements in accordance with their position requirements; coordinate removal of waste containers; and maintain the Environmental Records binder and required documentation, including environmental permits compliance and close-out. Submit Environmental Manager Qualifications to the Contracting Officer.

1.5.5 Employee Training Records

Prepare and maintain Employee Training Records throughout the term of the contract meeting applicable 40 CFR requirements. Provide Employee Training Records in the Environmental Records Binder. Ensure every employee completes a program of classroom instruction or on-the-job training that teaches them to perform their duties in a way that ensures compliance with federal, state and local regulatory requirements for RCRA Large Quantity Generator. Provide a Position Description for each employee, by subcontractor, based on the Davis-Bacon Wage Rate designation or other equivalent method, evaluating the employee's association with hazardous and regulated wastes. This Position Description will include training requirements as defined in 40 CFR 265 for a Large Quantity Generator facility. Submit these Assembled Employee Training Records to the Contracting Officer at the conclusion of the project, unless otherwise directed.

Train personnel to meet state requirements. Conduct environmental protection/pollution control meetings for personnel prior to commencing construction activities. Conduct additional meetings for new personnel and when site conditions change. Include in the training and meeting agenda: methods of detecting and avoiding pollution; familiarization with statutory and contractual pollution standards; installation and care of

devices, vegetative covers, and instruments required for monitoring purposes to ensure adequate and continuous environmental protection/pollution control; anticipated hazardous or toxic chemicals or wastes, and other regulated contaminants; recognition and protection of archaeological sites, artifacts, waters of the United States, and endangered species and their habitat that are known to be in the area. Provide copy of the Erosion and Sediment Control Inspector Certification as required by state.

1.5.6 Non-Compliance Notifications

The Contracting Officer will notify the Contractor in writing of any observed noncompliance with federal, state or local environmental laws or regulations, permits, and other elements of the Contractor's EPP. After receipt of such notice, inform the Contracting Officer of the proposed corrective action and take such action when approved by the Contracting Officer. The Contracting Officer may issue an order stopping all or part of the work until satisfactory corrective action has been taken. FAR 52.242-14 Suspension of Work provides that a suspension, delay, or interruption of work due to the fault or negligence of the Contractor allows for no adjustments to the contract for time extensions or equitable adjustments. In addition to a suspension of work, the Contracting Officer may use additional authorities under the contract or law.

1.6 ENVIRONMENTAL PROTECTION PLAN

The purpose of the EPP is to present an overview of known or potential environmental issues that must be considered and addressed during construction. Incorporate construction related objectives and targets from the installation's EMS into the EPP. Include in the EPP measures for protecting natural and cultural resources, required reports, and other measures to be taken. Meet with the Contracting Officer or Contracting Officer Representative to discuss the EPP and develop a mutual understanding relative to the details for environmental protection including measures for protecting natural resources, required reports, and other measures to be taken. Submit the EPP within 15 days after Contractor award and not less than 10 days before the preconstruction meeting. Revise the EPP throughout the project to include any reporting requirements, changes in site conditions, or contract modifications that change the project scope of work in a way that could have an environmental impact. No requirement in this section will relieve the Contractor of any applicable federal, state, and local environmental protection laws and regulations. During Construction, identify, implement, and submit for approval any additional requirements to be included in the EPP. Maintain the current version onsite.

The EPP includes, but is not limited to, the following elements:

1.6.1 General Overview and Purpose

1.6.1.1 Descriptions

A brief description of each specific plan required by environmental permit or elsewhere in this Contract such as stormwater pollution prevention plan, spill control plan, solid waste management plan, wastewater management plan, air pollution control plan, contaminant prevention plan, a historical, archaeological, cultural resources, biological resources and wetlands plan, traffic control plan, Hazardous, Toxic and Radioactive Waste (HTRW) Plan, Non-Hazardous Solid Waste Disposal Plan borrowing

material plan.

1.6.1.2 Duties

The duties and level of authority assigned to the person(s) on the job site who oversee environmental compliance, such as who is responsible for adherence to the EPP, who is responsible for spill cleanup and training personnel on spill response procedures, who is responsible for manifesting hazardous waste to be removed from the site (if applicable), and who is responsible for training the Contractor's environmental protection personnel.

1.6.1.3 Procedures

A copy of any standard or project-specific operating procedures that will be used to effectively manage and protect the environment on the project site.

1.6.1.4 Communications

Communication and training procedures that will be used to convey environmental management requirements to Contractor employees and subcontractors.

1.6.1.5 Contact Information

Emergency contact information contact information (office phone number, cell phone number, and e-mail address).

1.6.2 General Site Information

1.6.2.1 Drawings

Drawings showing locations of proposed temporary excavations or embankments for haul roads, stream crossings, jurisdictional wetlands, material storage areas, structures, sanitary facilities, storm drains and conveyances, and stockpiles of excess soil.

1.6.2.2 Work Area

Work area plan showing the proposed activity in each portion of the area and identify the areas of limited use or nonuse. Include measures for marking the limits of use areas, including methods for protection of features to be preserved within authorized work areas and methods to control runoff and to contain materials on site, and a traffic control plan.

Show where any fuels, hazardous substances, solvents, or lubricants will be stored. Provide a spill plan to address any releases of those materials.

1.6.2.3 Documentation

A letter signed by an officer of the firm appointing the Environmental Manager and stating that person is responsible for managing and implementing the Environmental Program as described in this contract. Include in this letter the Environmental Manager's authority to direct the removal and replacement of non-conforming work.

1.6.3 Management of Natural Resources

a. Land resources

b. Tree protection

c. Replacement of damaged landscape features

d. Temporary construction

e. Stream crossings

f. Fish and wildlife resources

g. Wetland areas

1.6.4 Protection of Historical and Archaeological Resources

a. Objectives

b. Methods

1.6.5 Stormwater Management and Control

a. Ground cover

b. Erodible soils

c. Temporary measures

(1) Structural Practices

(2) Temporary and permanent stabilization

d. Effective selection, implementation and maintenance of Best Management Practices (BMPs).

e. Stormwater Pollution Prevention Plan (SWPPP).

1.6.6 Protection of the Environment from Waste Derived from Contractor Operations

Control and disposal of solid and sanitary waste.

Control and disposal of hazardous waste.

This item consist of the management procedures for hazardous waste to be generated. The elements of those procedures will coincide with the Installation Hazardous Waste Management Plan when within an installation. The Contracting Officer will provide a copy of the Installation Hazardous Waste Management Plan as applicable.

As a minimum, include the following:

a. List of the types of hazardous wastes expected to be generated

b. Procedures to ensure a written waste determination is made for appropriate wastes that are to be generated

c. Sampling/analysis plan, including laboratory method(s) that will be used for waste determinations and copies of relevant laboratory certifications

d. Methods and proposed locations for hazardous waste accumulation/storage (that is, in tanks or containers)

e. Management procedures for storage, labeling, transportation, and disposal of waste (treatment of waste is not allowed unless specifically noted)

f. Management procedures and regulatory documentation ensuring disposal of hazardous waste complies with Land Disposal Restrictions (40 CFR 268)

g. Management procedures for recyclable hazardous materials such as lead-acid batteries, used oil, and similar

h. Used oil management procedures in accordance with 40 CFR 279; Hazardous waste minimization procedures

i. Plans for the disposal of hazardous waste by permitted facilities; and Procedures to be employed to ensure required employee training records are maintained.

1.6.7 Prevention of Releases to the Environment

Procedures to prevent releases to the environment

Notifications in the event of a release to the environment

1.6.8 Regulatory Notification and Permits

List what notifications and permit applications must be made. Some permits require up to 180 days to obtain. Demonstrate that those permits have been obtained or applied for by including copies of applicable environmental permits. The EPP will not be approved until the permits have been obtained.

1.6.9 Clean Air Act Compliance

1.6.9.1 Haul Route

Submit truck and material haul routes along with a Dirt and Dust Control Plan for controlling dirt, debris, and dust on Installation roadways. As a minimum, identify in the plan the subcontractor and equipment for cleaning along the haul route and measures to reduce dirt, dust, and debris from roadways.

1.6.9.2 Pollution Generating Equipment

Identify air pollution generating equipment or processes that may require federal, state, or local permits under the Clean Air Act. Determine requirements based on any current installation permits and the impacts of the project. Provide a list of all fixed or mobile equipment, machinery or operations that could generate air emissions during the project to the Installation Environmental Office (Air Program Manager). Ensure required permits are obtained prior to installing and operating applicable equipment/processes.

1.6.9.3 Stationary Internal Combustion Engines

Identify portable and stationary internal combustion engines that will be supplied, used or serviced. Comply with 40 CFR 60 Subpart IIII, 40 CFR 60 Subpart JJJJ, 40 CFR 63 Subpart ZZZZ, and local regulations as applicable. At minimum, include the make, model, serial number, manufacture date, size (engine brake horsepower), and EPA emission certification status of each engine. Maintain applicable records and log hours of operation and fuel use. Logs must include reasons for operation and delineate between maintenance/testing, emergency, and non-emergency operation.

1.6.9.4 Refrigerants

Identify management practices to ensure that heating, ventilation, and air conditioning (HVAC) work involving refrigerants complies with 40 CFR 82 requirements. Technicians must be certified, maintain copies of certification on site, use certified equipment and log work that requires the addition or removal of refrigerant. Any refrigerant reclaimed is the property of the Government, coordinate with the Installation Environmental Office to determine the appropriate turn in location.

1.6.9.5 Air Pollution-engineering Processes

Identify planned air pollution-generating processes and management control measures (including, but not limited to, spray painting, abrasive blasting, demolition, material handling, fugitive dust, and fugitive emissions). Log hours of operations and track quantities of materials used.

1.6.9.6 Compliant Materials

Provide the Government a list of SDSs for all hazardous materials proposed for use on site. Materials must be compliant with all Clean Air Act regulations for emissions including solvent and volatile organic compound contents, and applicable National Emission Standards for Hazardous Air Pollutants requirements. The Government may alter or limit use of specific materials as needed to meet installation permit requirements for emissions.

1.7 LICENSES AND PERMITS

Obtain licenses and permits required for the construction of the project and in accordance with FAR 52.236-7 Permits and Responsibilities. Notify the Government of all equipment that may require permits or special approvals that the Contractor plans to use on site. This paragraph supplements the Contractor's responsibility under FAR 52.236-7 Permits and Responsibilities.

1.8 ENVIRONMENTAL RECORDS BINDER

Maintain on-site a separate three-ring Environmental Records Binder and submit at the completion of the project. Make separate parts within the binder that correspond to each submittal listed under paragraph CLOSEOUT SUBMITTALS in this section.

1.9 SOLID WASTE MANAGEMENT PERMIT

Provide the Contracting Officer with written notification of the quantity of anticipated solid waste or debris that is anticipated or estimated to be generated by construction. Include in the report the locations where various types of waste will be disposed or recycled. Include letters of acceptance from the receiving location or as applicable; submit one copy of the receiving location state and local Solid Waste Management Permit or license showing such agency's approval of the disposal plan before transporting wastes off Government property.

1.9.1 Monthly Solid Waste Disposal Report

Monthly, submit a solid waste disposal report to the Contracting Officer. For each waste, the report will state the classification (using the definitions provided in this section), amount, location, and name of the business receiving the solid waste.

1.10 FACILITY HAZARDOUS WASTE GENERATOR STATUS

Naval Station Norfolk is designated as a Large Quantity Generator. Meet the regulatory requirements of this generator designation for any work conducted within the boundaries of this Installation. Comply with provisions of federal, state, and local regulatory requirements applicable to this generator status regarding training and storage, handling, and disposal of construction derived wastes.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 PROTECTION OF NATURAL RESOURCES

Minimize interference with, disturbance to, and damage to fish, wildlife, and plants, including their habitats. Prior to the commencement of activities, consult with the Installation Environmental Office as applicable, regarding rare species or sensitive habitats that need to be protected. The protection of rare, threatened, and endangered animal and plant species identified, including their habitats, is the Contractor's responsibility.

Preserve the natural resources within the project boundaries and outside the limits of permanent work. Restore to an equivalent or improved condition upon completion of work that is consistent with the requirements of the Installation Environmental Office or as otherwise specified. Confine construction activities to within the limits of the work indicated or specified.

3.1.1 Flow Ways

Do not alter water flows or otherwise significantly disturb the native habitat adjacent to the project and critical to the survival of fish and wildlife, except as specified and permitted.

3.1.2 Vegetation

Except in areas to be cleared, do not remove, cut, deface, injure, or

destroy trees or shrubs without the Contracting Officer's permission. Do not fasten or attach ropes, cables, or guys to existing nearby trees for anchorages unless authorized by the Contracting Officer. Where such use of attached ropes, cables, or guys is authorized, the Contractor is responsible for any resultant damage.

Protect existing trees that are to remain to ensure they are not injured, bruised, defaced, or otherwise damaged by construction operations. Remove displaced rocks from uncleared areas. Coordinate with the Contracting Officer and Installation Environmental Office to determine appropriate action for trees and other landscape features scarred or damaged by equipment operations.

3.1.3 Streams

Stream crossings must allow movement of materials or equipment without violating water pollution control standards of the federal, state, and local governments. Construction of stream crossing structures must be in compliance with all required permits including, but not limited to, Clean Water Act Section 404, and Section 401 Water Quality.

The Contracting Officer's approval and appropriate permits are required before any equipment will be permitted to ford live streams. In areas where frequent crossings are required, install temporary culverts or bridges. Obtain Contracting Officer's approval prior to installation. Remove temporary culverts or bridges upon completion of work, and repair the area to its original condition unless otherwise required by the Contracting Officer.

3.2 STORMWATER

Do not discharge stormwater from construction sites to the sanitary sewer. If the water is noted or suspected of being contaminated, it may only be released to the storm drain system if the discharge is specifically permitted. Obtain authorization in advance from the Installation Environmental Office for any release of contaminated water.

3.2.1 Erosion and Sediment Control Measures

Provide erosion and sediment control measures in accordance with state and local laws and regulations. Preserve vegetation to the maximum extent practicable.

Erosion control inspection reports may be compiled as part of a stormwater pollution prevention plan inspection reports.

3.2.2 Work Area Limits

Mark the areas that need not be disturbed under this Contract prior to commencing construction activities. Mark or fence isolated areas within the general work area that are not to be disturbed. Protect monuments and markers before construction operations commence. Where construction operations are to be conducted during darkness, all markers must be visible in the dark. Personnel must be knowledgeable of the purpose for marking and protecting particular objects.

3.2.3 Contractor Facilities and Work Areas

Place field offices, staging areas, stockpile storage, and temporary

buildings in areas designated on the drawings or as directed by the Contracting Officer. Move or relocate the Contractor facilities only when approved by the Government. Provide erosion and sediment controls for onsite borrow and spoil areas to prevent sediment from entering nearby waters. Control temporary excavation and embankments for plant or work areas to protect adjacent areas.

3.2.4 Municipal Separate Storm Sewer System (MS4) Management

Comply with the Installation's MS4 permit requirements. Comply with local requirements.

3.3 SURFACE AND GROUNDWATER

3.3.1 Waters of the United States

Do not enter, disturb, destroy, or allow discharge of contaminants into waters of the United States.

3.4 AIR RESOURCES

Equipment operation, activities, or processes will be in accordance with 40 CFR 64 and state air emission and performance laws and standards.

3.4.1 Preconstruction Air Permits

Notify the Air Program Manager, through the Contracting Officer, at least 6 months prior to bringing equipment, assembled or unassembled, onto the Installation, so that air permits can be secured. Necessary permitting time must be considered in regard to construction activities. Clean Air Act (CAA) permits must be obtained prior to bringing equipment, assembled or unassembled, onto the Installation.

3.4.2 Oil or Dual-fuel Boilers and Furnaces

Provide product data and details for new, replacement, or relocated fuel fired boilers, heaters, or furnaces to the Installation Environmental Office (Air Program Manager) through the Contracting Officer. Data to be reported include: equipment purpose (water heater, building heat, process), manufacturer, model number, serial number, fuel type (oil type, gas type) size (MMBTU heat input). Provide in accordance with paragraph PRECONSTRUCTION AIR PERMITS.

3.4.3 Burning

Burning is prohibited on the Government premises.

3.4.4 Class I and II ODS Prohibition

Class I and II ODS are Government property and must be returned to the Government for appropriate management. Coordinate with the Installation Environmental Office to determine the appropriate location for turn in of all reclaimed refrigerant.

3.4.5 Venting of Refrigerant

Accidental venting of a refrigerant is a release and must be reported immediately to the Contracting Officer. Intentional venting of refrigerants (including most Non-ODS substitute refrigerants) is

prohibited per 40 CFR 82.

3.4.6 EPA Certification Requirements

Heating and air conditioning technicians must be certified through an EPA-approved program. Maintain copies of certifications at the employees' places of business; technicians must carry certification wallet cards, as provided by environmental law.

3.4.7 Dust Control

Keep dust down at all times, including during nonworking periods. Sprinkle or treat, with dust suppressants, the soil at the site, haul roads, and other areas disturbed by operations. Dry power brooming will not be permitted. Instead, use vacuuming, wet mopping, wet sweeping, or wet power brooming. Air blowing will be permitted only for cleaning nonparticulate debris such as steel reinforcing bars. Only wet cutting will be permitted for cutting concrete blocks, concrete, and bituminous concrete. Do not unnecessarily shake bags of cement, concrete mortar, or plaster. Since these products contain Crystalline Silica, comply with the applicable OSHA standard, 29 CFR 1910.1053 or 29 CFR 1926.1153 for controlling exposure to Crystalline Silica Dust.

3.4.7.1 Particulates

Dust particles, aerosols and gaseous by-products from construction activities, and processing and preparation of materials (such as from asphaltic batch plants) must be controlled at all times, including weekends, holidays, and hours when work is not in progress. Maintain excavations, stockpiles, haul roads, permanent and temporary access roads, plant sites, spoil areas, borrow areas, and other work areas within or outside the project boundaries free from particulates that would exceed 40 CFR 50, state, and local air pollution standards or that would cause a hazard or a nuisance. Sprinkling, chemical treatment of an approved type, baghouse, scrubbers, electrostatic precipitators, or other methods will be permitted to control particulates in the work area. Sprinkling, to be efficient, must be repeated to keep the disturbed area damp. Provide sufficient, competent equipment available to accomplish these tasks. Perform particulate control as the work proceeds and whenever a particulate nuisance or hazard occurs. Comply with state and local visibility regulations.

3.4.7.2 Abrasive Blasting

Blasting operations cannot be performed without prior approval of the Installation Air Program Manager. The use of silica sand is prohibited in sandblasting.

Provide tarpaulin drop cloths and windscreens to enclose abrasive blasting operations to confine and collect dust, abrasive agent, paint chips, and other debris. Perform work involving removal of hazardous material in accordance with 29 CFR 1910.

3.4.8 Odors

Control odors from construction activities. The odors must be in compliance with state regulations and local ordinances and may not constitute a health hazard.

3.5 WASTE MINIMIZATION

Minimize the use of hazardous materials and the generation of waste. Include procedures for pollution prevention/ hazardous waste minimization in the Hazardous Waste Management Section of the EPP. Obtain a copy of the installation's Pollution Prevention/Hazardous Waste Minimization Plan for reference material when preparing this part of the EPP. If no written plan exists, obtain information by contacting the Contracting Officer. Describe the anticipated types of the hazardous materials to be used in the construction when requesting information.

3.5.1 Salvage, Reuse and Recycle

Identify anticipated materials and waste for salvage, reuse, and recycling. Describe actions to promote material reuse, resale or recycling. To the extent practicable, all scrap metal must be sent for reuse or recycling and will not be disposed of in a landfill.

Include the name, physical address, and telephone number of the hauler, if transported by a franchised solid waste hauler. Include the destination and, unless exempted, provide a copy of the state or local permit (cover) or license for recycling.

3.5.2 Nonhazardous Solid Waste Diversion Report

Maintain an inventory of nonhazardous solid waste diversion and disposal of construction and demolition debris. Submit a report to the Contracting Officer on the first working day after each fiscal year quarter, starting the first quarter that nonhazardous solid waste has been generated. Include the following in the report:

Construction and Demolition (C&D) Debris Disposed	cubic yards or tons as appropriate
C&D Debris Recycled	cubic yards or tons as appropriate
C&D Debris Composted	cubic yards or tons as appropriate
Total C&D Debris Generated	cubic yards or tons as appropriate
Waste Sent to Waste-To-Energy Incineration Plant (This amount should not be included in the recycled amount)	cubic yards or tons as appropriate

3.6 WASTE MANAGEMENT AND DISPOSAL

3.6.1 Waste Determination Documentation

Complete a Waste Determination form (provided at the pre-construction conference) for Contractor-derived wastes to be generated. All potentially hazardous solid waste streams that are not subject to a specific exclusion or exemption from the hazardous waste regulations (e.g., scrap metal, domestic sewage) or subject to special rules, (lead-acid batteries and precious metals) must be characterized in accordance with the requirements of 40 CFR 262.11 or corresponding

applicable state or local regulations. Base waste determination on user knowledge of the processes and materials used, and analytical data when necessary. Consult with the Installation environmental staff for guidance on specific requirements. Attach support documentation to the Waste Determination form. As a minimum, provide a Waste Determination form for the following waste (this listing is not exhaustive): oil- and latex -based painting and caulking products, solvents, adhesives, aerosols, petroleum products, and containers of the original materials.

3.6.1.1 Sampling and Analysis of Waste

3.6.1.1.1 Waste Sampling

Sample waste in accordance with EPA SW-846. Clearly mark each sampled drum or container with the Contractor's identification number, and cross reference to the chemical analysis performed.

3.6.1.1.2 Laboratory Analysis

Follow the analytical procedure and methods in accordance with the 40 CFR 261. Provide analytical results and reports performed to the Contracting Officer. Coordinate all activities with Installation Hazardous Waste Manager.

3.6.1.1.3 Analysis Type

Identify hazardous waste by analyzing for the following characteristics: ignitability, corrosivity, reactivity, toxicity based on TCLP results.

3.6.2 Solid Waste Management

3.6.2.1 Project Solid Waste Disposal Documentation Report

Provide copies of the waste handling facilities' weight tickets, receipts, bills of sale, and other sales documentation. In lieu of sales documentation, a statement indicating the disposal location for the solid waste that is signed by an employee authorized to legally obligate or bind the firm may be submitted. The sales documentation Contractor certification must include the receiver's tax identification number and business, EPA or state registration number, along with the receiver's delivery and business addresses and telephone numbers. For each solid waste retained for the Contractor's own use, submit the information previously described in this paragraph on the solid waste disposal report. Prices paid or received do not have to be reported to the Contracting Officer unless required by other provisions or specifications of this Contract or public law.

3.6.2.2 Control and Management of Solid Wastes

Pick up solid wastes, and place in covered containers that are regularly emptied. Do not prepare or cook food on the project site. Prevent contamination of the site or other areas when handling and disposing of wastes. At project completion, leave the areas clean. Employ segregation measures so that no hazardous or toxic waste will become co-mingled with non-hazardous solid waste. Transport solid waste off Government property and dispose of it in compliance with 40 CFR 260, state, and local requirements for solid waste disposal. A Subtitle D RCRA permitted landfill is the minimum acceptable offsite solid waste disposal option. Verify that the selected transporters and disposal facilities have the

necessary permits and licenses to operate. Solid waste disposal offsite must comply with most stringent local, state, and federal requirements, including 40 CFR 241, 40 CFR 243, and 40 CFR 258.

Manage hazardous material used in construction, including but not limited to, aerosol cans, waste paint, cleaning solvents, contaminated brushes, and used rags, in accordance with 49 CFR 173.

3.6.3 Control and Management of Hazardous Waste

Do not dispose of hazardous waste on Government property. Do not discharge any waste to a sanitary sewer, storm drain, or to surface waters or conduct waste treatment or disposal on Government property without written approval of the Contracting Officer and Installation Hazardous Waste Manager.

3.6.3.1 Hazardous Waste/Debris Management

Identify construction activities that will generate hazardous waste or debris. Provide a documented waste determination for resultant waste streams. Identify, label, handle, store, and dispose of hazardous waste or debris in accordance with federal, state, and local regulations, including 40 CFR 261, 40 CFR 262, 40 CFR 263, 40 CFR 264, 40 CFR 265, 40 CFR 266, and 40 CFR 268.

Manage hazardous waste in accordance with the approved Hazardous Waste Management Section of the EPP. Store hazardous wastes in approved containers in accordance with 49 CFR 173 and 49 CFR 178. Hazardous waste generated within the confines of Government facilities is identified as being generated by the Government. Prior to removal of any hazardous waste from Government property, hazardous waste manifests must be signed by personnel from the Installation Environmental Office. Do not bring hazardous waste onto Government property. Provide the Contracting Officer with a copy of waste determination documentation for any solid waste streams that have any potential to be hazardous waste or contain any chemical constituents listed in 40 CFR 372-SUBPART D.

3.6.3.2 Waste Storage/Satellite Accumulation/90 Day Storage Areas

Accumulate hazardous waste at satellite accumulation points and in compliance with 40 CFR 262 and applicable state or local regulations. Individual waste streams will be limited to 55 gallons of accumulation (or one quart for acutely hazardous wastes). If the Contractor expects to generate hazardous waste at a rate and quantity that makes satellite accumulation impractical, the Contractor may request a temporary 90-day or 180-day, as appropriate, accumulation point be established. Submit a request in writing to the Contracting Officer and provide the following information (Attach Site Plan to the Request):

Contract Number	
Contractor	
Haz/Waste or Regulated Waste POC	
Phone Number	
Type of Waste	

Contract Number	
Source of Waste	
Emergency POC	
Phone Number	
Location of the Site	

Attach a Waste Determination form for the expected waste streams. Allow 10 working days for processing this request. Additional compliance requirements (e.g., training and contingency planning) that may be required are the responsibility of the Contractor. Barricade the designated area where waste is being stored and post a sign identifying as follows:

"DANGER - UNAUTHORIZED PERSONNEL KEEP OUT"

3.6.3.3 Hazardous Waste Disposal

3.6.3.3.1 Responsibilities for Contractor's Disposal

Provide hazardous waste manifest to the Installations Environmental Office for review, approval, and signature prior to shipping waste off Government property.

3.6.3.3.1.1 Services

Provide service necessary for the final treatment or disposal of the hazardous material or waste in accordance with 40 CFR 260 - 40 CFR 279, local, and state, laws and regulations, and the terms and conditions of the Contract within 60 days after the materials have been generated. These services include necessary personnel, labor, transportation, packaging, detailed analysis (if required for disposal or transportation, include manifesting or complete waste profile sheets, equipment, and compile documentation).

3.6.3.3.1.2 Samples

Obtain a representative sample of the material generated for each job done to provide waste stream determination.

3.6.3.3.1.3 Analysis

Analyze each sample taken and provide analytical results to the Contracting Officer. See paragraph WASTE DETERMINATION DOCUMENTATION.

3.6.3.3.1.4 Labeling

During waste accumulation label all containers in accordance with 40 CFR 262. Prior to offering a waste for off-site transport, determine the Department of Transportation's (DOT's) proper shipping names for waste in accordance with 49 CFR 172 (each container requiring disposal) and demonstrate to the Contracting Officer how this determination is developed and supported by the sampling and analysis requirements contained herein. Label all containers of hazardous waste with the words "Hazardous Waste" or other words to describe the contents of the container in accordance with 40 CFR 262 and applicable state or local regulations.

3.6.3.3.2 Contractor Disposal Turn-In Requirements

Hazardous waste generated must be disposed of in accordance with the following conditions to meet installation requirements:

a. Drums must be compatible with waste contents and drums must meet DOT requirements for 49 CFR 173 for transportation of materials.

b. Band drums to wooden pallets.

c. No more than three 55 gallon drums or two 85 gallon over packs are to be banded to a pallet.

d. Band using 1-1/4 inch minimum band on upper third of drum.

e. Provide label in accordance with 49 CFR 172.101.

f. Leave 3 to 5 inches of empty space above volume of material.

3.6.3.4 Universal Waste Management

Manage the following categories of universal waste in accordance with federal, state, and local requirements and installation instructions:

a. Batteries as described in 40 CFR 273.2

b. Lamps as described in 40 CFR 273.5

c. Mercury-containing equipment as described in 40 CFR 273.4

d. Aerosol cans as described in 40 CFR 273.6

e. Installation specific

Mercury is prohibited in the construction of this facility, unless specified otherwise, and with the exception of mercury vapor lamps and fluorescent lamps. Dumping of mercury-containing materials and devices such as mercury vapor lamps, fluorescent lamps, and mercury switches, in rubbish containers is prohibited. Remove without breaking, pack to prevent breakage, and transport out of the activity in an unbroken condition for disposal as directed.

3.6.3.5 Electronics End-of-Life Management

Recycle or dispose of electronics waste, including, but not limited to, used electronic devices such computers, monitors, hard-copy devices, televisions, mobile devices, in accordance with 40 CFR 260-262, state, and local requirements, and installation instructions.

3.6.3.6 Disposal Documentation for Hazardous and Regulated Waste

Contact the Contracting Officer for the facility RCRA identification number that is to be used on each manifest.

Submit a copy of the applicable EPA and or state permit(s), manifest(s), or license(s) for transportation, treatment, storage, and disposal of hazardous and regulated waste by permitted facilities. Hazardous or toxic waste manifests must be reviewed, signed, and approved by the Contracting

Officer before the Contractor may ship waste. To obtain specific disposal instructions, coordinate with the Installation Environmental Office. Refer to location special requirements for the Installation Point of Contact information.

3.6.4 Releases/Spills of Oil and Hazardous Substances

3.6.4.1 Response and Notifications

Exercise due diligence to prevent, contain, and respond to spills of hazardous material, hazardous substances, hazardous waste, sewage, regulated gas, petroleum, lubrication oil, and other substances regulated in accordance with 40 CFR 300. Maintain spill cleanup equipment and materials at the work site. In the event of a spill, take prompt, effective action to stop, contain, curtail, or otherwise limit the amount, duration, and severity of the spill/release. In the event of any releases of oil and hazardous substances, chemicals, or gases; immediately (within 15 minutes) notify the Installation Fire Department, the Installation Command Duty Officer, the Installation Environmental Office, the Contracting Officer and the state or local authority.

Submit verbal and written notifications as required by the federal (40 CFR 300.125 and 40 CFR 355), state, local regulations and instructions. Provide copies of the written notification and documentation that a verbal notification was made within 20 days. Spill response must be in accordance with 40 CFR 300 and applicable state and local regulations. Contain and clean up these spills without cost to the Government.

3.6.4.2 Clean Up

Clean up hazardous and non-hazardous waste spills. Reimburse the Government for costs incurred including sample analysis materials, clothing, equipment, and labor if the Government will initiate its own spill cleanup procedures, for Contractor- responsible spills, when: Spill cleanup procedures have not begun within one hour of spill discovery/occurrence; or, in the Government's judgment, spill cleanup is inadequate and the spill remains a threat to human health or the environment.

3.6.5 Mercury Materials

Immediately report to the Environmental Office and the Contracting Officer instances of breakage or mercury spillage. Clean mercury spill area to the satisfaction of the Contracting Officer.

Do not recycle a mercury spill cleanup; manage it as a hazardous waste for disposal.

3.6.6 Wastewater

3.6.6.1 Disposal of Wastewater

Disposal of wastewater must be as specified below.

3.6.6.1.1 Treatment

Do not allow wastewater from construction activities, such as onsite material processing, concrete curing, foundation and concrete clean-up,

water used in concrete trucks, and forms to enter water ways or to be discharged prior to being treated to remove pollutants. Dispose of the construction- related waste water off-Government property in accordance with 40 CFR 403, state, regional, and local laws and regulations.

3.6.6.1.2 Surface Discharge

For discharge of ground water, obtain a state or federal permit specific for pumping and discharging ground water prior to surface discharging. Surface discharge in accordance with the requirements of the NPDES or state STORMWATER DISCHARGES FROM CONSTRUCTION SITES permit.

3.6.6.1.3 Land Application

Water generated from the flushing of lines after disinfection or disinfection in conjunction with hydrostatic testing must be discharged into the sanitary sewer with prior approval and notification to the Wastewater Treatment Plant's Operator.

3.7 HAZARDOUS MATERIAL MANAGEMENT

Include hazardous material control procedures in the Safety Plan, in accordance with Section 01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS. Address procedures and proper handling of hazardous materials, including the appropriate transportation requirements. Do not bring hazardous material onto Government property that does not directly relate to requirements for the performance of this contract. Submit an SDS and estimated quantities to be used for each hazardous material to the Contracting Officer prior to bringing the material on the installation. Typical materials requiring SDS and quantity reporting include, but are not limited to, oil and latex based painting and caulking products, solvents, adhesives, aerosol, and petroleum products. Use hazardous materials in a manner that minimizes the amount of hazardous waste generated. Containers of hazardous materials must have National Fire Protection Association labels or their equivalent. Certify that hazardous materials removed from the site are hazardous materials and do not meet the definition of hazardous waste, in accordance with 40 CFR 261 and state and installation requirements.

3.7.1 Contractor Hazardous Material Inventory Log

Submit the "Contractor Hazardous Material Inventory Log"(found at: https://www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs/forms-graphics-tables), which provides information required by (EPCRA Sections 312 and 313) along with corresponding SDS, to the Contracting Officer at the start and at the end of construction (30 days from final acceptance), and update no later than January 31 of each calendar year during the life of the contract. Keep copies of the SDSs for hazardous materials onsite. At the end of the project, provide the Contracting Officer with copies of the SDSs, and the maximum quantity of each material that was present at the site at any one time, the dates the material was present, the amount of each material that was used during the project, and how the material was used.

The Contracting Officer may request documentation for any spills or releases, environmental reports, or off-site transfers.

3.8 PREVIOUSLY USED EQUIPMENT

Clean previously used construction equipment prior to bringing it onto the project site. Equipment must be free from soil residuals, egg deposits from plant pests, noxious weeds, and plant seeds. Consult with the U.S. Department of Agriculture jurisdictional office for additional cleaning requirements.

3.9 CONTROL AND MANAGEMENT OF ASBESTOS-CONTAINING MATERIAL (ACM)

Manage and dispose of asbestos- containing waste in accordance with all applicable federal, state, and local (or Host Nation) requirements. Refer to Section 02 82 00 ASBESTOS REMEDIATION. Manifest asbestos-containing waste and provide the manifest to the Contracting Officer. Notifications to the regulatory authorities and Installation Air Program Manager are required before starting any asbestos work.

3.10 CONTROL AND MANAGEMENT OF LEAD-BASED PAINT (LBP)

Manage and dispose of lead-contaminated waste in accordance with 40 CFR 745 and Section 02 83 00 LEAD REMEDIATION. Manifest any lead-contaminated waste and provide the manifest to the Contracting Officer.

3.11 PETROLEUM, OIL, LUBRICANT (POL) STORAGE AND FUELING

POL products include flammable or combustible liquids, such as gasoline, diesel, lubricating oil, used engine oil, hydraulic oil, mineral oil, and cooking oil. Store POL products and fuel equipment and motor vehicles in a manner that affords the maximum protection against spills into the environment. Manage and store POL products in accordance with EPA 40 CFR 112, and other federal, state, regional, and local laws and regulations. Use secondary containments, dikes, curbs, and other barriers, to prevent POL products from spilling and entering the ground, storm or sewer drains, stormwater ditches or canals, or navigable waters of the United States. Describe in the EPP (see paragraph ENVIRONMENTAL PROTECTION PLAN) how POL tanks and containers must be stored, managed, and inspected and what protections must be provided. Storage of oil, including fuel, on the project site is not allowed. Fuel must be brought to the project site each day that work is performed.

3.11.1 Used Oil Management

Manage used oil generated on site in accordance with 40 CFR 279. Determine if any used oil generated while onsite exhibits a characteristic of hazardous waste. Used oil containing 1,000 parts per million of solvents is considered a hazardous waste and disposed of at the Contractor's expense. Used oil mixed with a hazardous waste is also considered a hazardous waste. Dispose in accordance with paragraph HAZARDOUS WASTE DISPOSAL.

3.11.2 Oil Storage Including Fuel Tanks

Provide secondary containment and overfill protection for oil storage tanks. A berm used to provide secondary containment must be of sufficient size and strength to contain the contents of the tanks plus 5 inches freeboard for precipitation. Construct the berm to be impervious to oil for 72 hours that no discharge will permeate, drain, infiltrate, or otherwise escape before cleanup occurs. Use drip pans during oil transfer operations; adequate absorbent material must be onsite to clean up any

spills and prevent releases to the environment. Cover tanks and drip pans during inclement weather. Provide procedures and equipment to prevent overfilling of tanks. If tanks and containers with an aggregate aboveground capacity greater than 1320 gallons will be used onsite (only containers with a capacity of 55 gallons or greater are counted), provide and implement a Spill Prevention Control and Countermeasure (SPCC) plan meeting the requirements of 40 CFR 112. Do not bring underground storage tanks to the installation for Contractor use during a project. Submit the SPCC plan to the Contracting Officer for approval.

Monitor and remove any rainwater that accumulates in open containment dikes or berms. Inspect the accumulated rainwater prior to draining from a containment dike to the environment, to determine there is no oil sheen present.

3.12 INADVERTENT DISCOVERY OF PETROLEUM-CONTAMINATED SOIL OR HAZARDOUS WASTES

If petroleum-contaminated soil, or suspected hazardous waste is found during construction that was not identified in the Contract documents, immediately notify the Contracting Officer. Do not disturb this material until authorized by the Contracting Officer.

3.13 CHLORDANE

Evaluate excess soils and concrete foundation debris generated during the demolition of housing units or other wooden structures for the presence of chlordane or other pesticides prior to reuse or final disposal.

3.14 SOUND INTRUSION

Make the maximum use of low-noise emission products, as certified by the EPA. Blasting or use of explosives are not permitted without written permission from the Contracting Officer, and then only during the designated times.

Keep construction activities under surveillance and control to minimize environment damage by noise. Comply with the provisions of the State of VA rules.

3.15 POST CONSTRUCTION CLEANUP

Clean up areas used for construction in accordance with Contract Clause: "Cleaning Up". Unless otherwise instructed in writing by the Contracting Officer, remove traces of temporary construction facilities such as haul roads, work area, structures, foundations of temporary structures, stockpiles of excess or waste materials, and other vestiges of construction prior to final acceptance of the work. Grade parking area and similar temporarily used areas to conform with surrounding contours.

-- End of Section --

CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
(EPRCA)

PRIME COMPANY NAME: _____ CONTRACT NO: _____

PROJECT TITLE / LOCATION: _____

Material Name	Manufacturer	MSDS Number	State (i.e. Liquid, Solid, Gas)	Storage Quantity		Quality (lbs/gals) used in Calendar Year [ ]
				Average Daily	Max Daily	

Contractor(s) certifies that the hazardous material(s) removed from installation will be used/reused for its intended purpose.

_____ _____
Company Using Material Listed Above Company Representative's Signature

Submitted By: _____ Phone: _____ Fax: _____ Date: _____
Printed Name

Contracting Officer _____ Phone: _____ Fax: _____
or ROICC Representative

Page ____ of ____

CONTRACTOR HAZARDOUS MATERIAL INVENTORY LOG
(EPRCA)
Continuation Sheet

PRIME COMPANY NAME: _____ CONTRACT NO: _____

PROJECT TITLE / LOCATION: _____

Material Name	Manufacturer	MSDS Number	State (i.e. Liquid, Solid, Gas)	Storage Quantity		Quality (lbs/gals) used in Calendar Year [ ]
				Average Daily	Max Daily	

Page ____ of ____

2013 HAZARDOUS MATERIALS REUTILIZATION, HAZARDOUS WASTE MINIMIZATION AND DISPOSAL GUIDE

The purpose of this guide is to communicate regulatory requirements and management procedures relevant to the utilization of hazardous material, and minimization and disposal of hazardous waste. It is your responsibility to notify the hazardous waste Media Manager of new wastes requiring characterization. The hazardous waste Media Manager should be notified before the waste is generated if at all possible.

Implementing effective environmental management, by incorporating these procedures, shows our commitment to environmental stewardship through regulatory compliance, pollution prevention, and continual improvement.

Understanding how your job impacts the environment and what regulatory requirements apply provides for a reduction in environmental impacts, ensures environmental compliance through enhanced awareness and is essential in maintaining our Environmental Management System (EMS).

Annual training is required for all personnel managing hazardous waste and hazardous materials. Web-based training is available via ECATTS at https://navfac.ecatts.com.

For questions regarding hazardous waste management or hazardous material use, please see Appendix 1 for Hazardous Waste Media Manager contacts for your installation.

This guide is for the following Naval installations in the Hampton Roads area ONLY.

Naval Station Norfolk, NSA Hampton Roads, Lafayette River Annex, Craney Island, Naval Weapons Station Yorktown, Yorktown Fuels, Cheatham Annex, New Kent ROTHR, Joint Expeditionary Base Little Creek-Fort Story, St. Julien's Creek Annex, South Gate Annex, Scott Center Annex, Naval Medical Center Portsmouth, Naval Air Station Oceana, Dam Neck Annex, NSA Northwest Annex, Fentress Air Field, Dare County Bombing Range

DOCUMENT TITLE:	Hazardous Materials Minimization, Hazardous Waste Reutilization and Disposal Guide
CONTENTS	TABLE OF CONTENTS BEGINS ON PAGE IV
PREPARED BY: Hazardous Waste Program Managers	APPROVED BY: EQMB

REV. NO.	EFFECTIVE DATE	DESCRIPTION OF REVISION	APPROVAL SIGNATURE	APPROVAL DATE
A	2005	ORIGINAL ISSUE		
B	Dec. '07	Updated POC, aerosol and oil filter information; added Universal Waste Guidance, changed ECAP Tech to CHRIMP Tech and updated inspection checklists		
C	March '08	Updated POC information and phone numbers, bio-hazardous waste information	[illegible]	25Mar08
D	Oct. '09	Updated compressed gas cylinder, bio-hazardous waste, Universal Waste, and POC information. Updated inspection checklists and included Joint Expeditionary Base Fort Story installation in guidance.	[illegible]	3Nov09
E	Aug. 10	Updated guidance throughout. Material Turn-In Week Guidance	[illegible]	17Aug10
F	March 12	Updated guidance throughout. Streamlined format and waste SOPs.	[illegible]	26Mar12
G	Feb 12	Updated POCs, added guidance on CZR, THF.	[illegible]	20Feb13

FORM EMS-2 (REV. B)

Page ii of v

Page ii of v

GUIDE INTRODUCTION

This guide applies to naval installations in the Hampton Roads area and was developed in accordance with applicable Navy instructions (Ref. A) and Federal and State laws. It is divided into four (4) main sections:

I. Waste Minimization Information
II. Hazardous Material Reutilization Information
III. Hazardous Waste Management and Disposal Information
IV. Management of Specific Materials/Wastes

The first three sections of this guide will provide you information on how to best manage your excess Hazardous Material (HM) or the Hazardous Waste (HW) that you may generate.

The **Waste Minimization Information** section will provide tips and information on how to generate less waste. Reducing waste generation is the most cost-effective way to manage waste. By not creating waste, an activity reduces its environmental footprint, protects the environment for future generations, and helps maintain the public image of the Navy as good environmental stewards.

The **Hazardous Material Reutilization Information** section provides various options other than disposal. Information and procedures are provided on how to return HM to Hazardous Material Minimization Centers (HAZMINCENs), shelf-life extension procedures, various recycling and/or cross-decking efforts, and material transfer procedures to DLA Disposition Services for public resale.

The **Hazardous Waste Management and Disposal Information** section of this guide details the procedures to be followed to dispose of an item. HW disposal is the most costly and regulated method of managing expired or unneeded HM. The cost of disposal is often more than the purchase cost of the material, thus every effort should be made to avoid generation of a hazardous waste. The options in Sections I and II should be explored prior to HW disposal.

Section IV of this guide, **Management of Specific Materials/Wastes**, provides instructions for the management of specific HW that are generated most frequently in the Hampton Roads Region.

Useful contact information is listed at the beginning of each section. For a full list of points of contact related to this guide, see Appendix 1.

TABLE OF CONTENTS

I. WASTE MINIMIZATION INFORMATION 1
A. USEFUL CONTACT INFORMATION 1
B. WORK PRACTICES AND MATERIAL SUBSTITUTION 1
C. CONSOLIDATED HAZ. MAT. REUTILIZATION AND INVENTORY MANAGEMENT PROGRAM (CHRIMP) 3
D. RECYCLING 3

II. HAZARDOUS MATERIAL REUTILIZATION INFORMATION 6
A. USEFUL CONTACT INFORMATION 6
B. RETURN HAZARDOUS MATERIAL (HM) TO SUPPLY (HAZMINCENS) 6
C. EXTENDING SHELF LIFE 7
D. CROSSDECKING MATERIAL 8
E. DEFENSE REUTILIZATION AND MARKETING OFFICE (DRMO), NORFOLK 8

III. HAZARDOUS WASTE MANAGEMENT AND DISPOSAL INFORMATION 10
A. USEFUL CONTACT INFORMATION 10
B. ACCUMULATION OF HAZARDOUS WASTES – SHORE ACTIVITIES: 10
1. SATELLITE ACCUMULATION AREA (SAA) 11
2. HAZARDOUS WASTE ACCUMULATION AREA (HWAA) 12
3. UNIVERSAL WASTE ACCUMULATION AREA (UWAA) 13
C. WASTE PACKAGING REQUIREMENTS - SHIPS OR SHORE ACTIVITIES 14
D. MATERIAL / WASTE PAPERWORK REQUIREMENTS - SHIPS OR SHORE ACTIVITES 14

IV. MANAGEMENT OF SPECIFIC MATERIALS / WASTES 16
A. USEFUL CONTACT AND WASTE PICKUP INFORMATION 16
B. WASTE MANAGEMENT REQUIREMENTS 16
1. ABSORBENT MATERIAL (A.K.A. SPEEDY-DRY, KITTY LITTER) 16
2. AEROSOL CANS 16
3. ANTIFREEZE 17
4. APPLIANCES (A.K.A. WHITE GOODS) 17
5. AQUEOUS FILM FORMING FLUID (AFFF) 17
6. ASBESTOS 17
7. BATTERIES 18
8. BUILDING MATERIALS (Asbestos/Lead Based Paint) 18
9. CALCIUM HYPOCHLORITE/SODIUM HYPOCHLORITE 18
10. CONTRACTOR PROJECTS 18
11. COOKING OIL 19
12. CYLINDERS – (COMPRESSED GAS CYLINDERS) 19
13. DESICCANTS 19
14. ELECTRONIC WASTES (E-WASTES) 19
15. EXPLOSIVE WASTES 19
16. FLUORESCENT / INCANDESCENT LIGHT BULBS 19
17. FUEL FILTERS, (OIL, JP-5, DIESEL AND GAS) 20
18. INDUSTRIAL WASTEWATER 20
19. LEATHER ITEMS 20
20. LOW LEVEL RADIOACTIVE MATERIAL (EX. SMOKE DETECTORS) 20
21. MEDICAL / BIO-HAZARDOUS WASTE 21
22. METHYL ETHYL KETONE PEROXIDE (MEKP) 21
23. OBA / EEBD CANISTERS/NBC FILTERS 21
24. OIL, USED 21
25. PAINTS 23
26. PARTSWASHERS 23
27. PEST MANAGEMENT CONTROL 24
28. POLYCHLORINATED BIPHENYLS (PCBS) 24
29. RAGS / SHOP TOWELS / CLOTH ABSORBANTS 25
30. RAILROAD TIES 25
31. SILVER / SILVER RECOVERY UNITS 26
32. SOIL GUIDANCE 26
33. SOLVENTS (I.E. PD-680/ACETONE/ALCOHOLS ETC.) 26
34. SPENT BLAST MEDIA 26
35. THF (TETRAHYDROFURAN)……>..... 26
36. UNKNOWNS 27
37. X-2 OR X-3 MATERIALS (CHEMICALS & RESINS) 27

APENDICES
APPENDIX 1: POINTS OF CONTACT

APPENDIX 2: DD FORM 1348-1A OR HICSWIN DD FORM 1348-1 INSTRUCTIONS
APPENDIX 3: SPILL REPORTING PROCEDURES
APPENDIX 4: CONTAINER PROCUREMENT & MARKING DEVICES
APPENDIX 5: SATELLITE ACCUMULATION AREA (SAA) STANDARD OPERATING PROCEDURE
APPENDIX 6: HAZARDOUS WASTE ACCUMULATION AREA (HWAA) STANDARD OPERATING PROCEDURE
APPENDIX 7: UNIVERSAL WASTE ACCUMULATION AREA (UWAA) STANDARD OPERATING PROCEDURE
APPENDIX 8: ESTABLISHING A JOB ORDER NUMBER (JON)
APPENDIX 9: CALL 2 RECYCLE GUIDELINES

REFERENCES

A. OPNANV 5090.1C CHG. 1 CHAPTER 15 “HAZARDOUS WASTE MANAGEMENT ASHORE,” HTTP://WWW.NMCPHC.MED.NAVY.MIL/ENVIRONMENTAL_HEALTH/OPNAVINST_5090_1C.ASPX.
B. OPNAV 5100.23G, CHAPTER 7, “HAZARDOUS MATERIAL CONTROL AND MANAGEMENT” HTTP://DONI.DAPS.DLA.MIL/DIRECTIVES/05000%20GENERAL%20MANAGEMENT%20SECURITY%20AND%20SAFETY%20SERVICES/05-100%20SAFETY%20AND%20OCCUPATIONAL%20HEALTH%20SERVICES/5100.23G%20W%20CH-1.PDF
C. JOINT SERVICES POLLUTION PREVENTION AND SUSTAINABILITY LIBRARY HTTP://WWW.P2SUSTAINABILITYLIBRARY.MIL/QUERYNONAV.ASPX?TOPIC=244
D. DOD SHELF LIFE PROGRAM, HTTPS://WWW.SHELFLIFE.HQ.DLA.MIL/POLICY_DOD4140_27.ASPX
E. 40 CFR PART 261 ”IDENTIFICATION AND LISTING OF HAZARDOUS WASTE”

I. WASTE MINIMIZATION INFORMATION

A) USEFUL CONTACT INFORMATION - see Appendix 1.

B) WORK PRACTICES AND MATERIAL SUBSITUTION - In an effort to reduce the generation of Hazardous Waste (HW), users of Hazardous Material (HM) should incorporate CHRIMP and the following business practices into their everyday work.

PLEASE NOTE!

When applicable, relevant technical manual guidance must be the prevailing factor in any decision to use a substitute for a hazardous material.

- **HM control and management**: Activities should adopt procedures to manage, minimize, and control the acquisition of HM. This is an excellent way to prevent waste, fraud and abuse as well as to ensure that HM is utilized prior to expiration. Having the correct amount of HM for a job and using the HM before it expires will save time and money in reduced HW. Please refer to Ref. B for specific guidance on HM Storage.

- **HM procurement through the Re-Use store:** HM may be available for no cost at the Reuse Store. Instead of bringing more HM (that must be managed in accordance with Navy guidelines) on Navy property, reuse another work center's overage. The Reuse Store is primarily located at NS Norfolk Building X-218. The Navy ERP (N-ERP) website provides Asset Visibility by Installation and Region and allows customers to see if material are available at their local HAZMINCEN for free issue or for purchase. N-ERP is a CAC enabled website so CAC certificate is required but a login and password may not be required to check material availability.

- **HAZMINCEN Locations:**
  - NS Norfolk: Building LF-50 (Building X-218 Reuse Store)
  - NAS Oceana: Building 826
  - Fort Eustis Building 1205

  Note: NS Norfolk customers are encouraged to contact Building X-218 to confirm material availability of Reuse/SHIPR material (walk-ins are welcome).

- **Self-Help:** When working on a project, ensure that all appropriate work permits are obtained prior to starting your project. You can get free paint and other building materials for small jobs to spruce up your command at your base's Self-Help Center.

- **Process changes**: Is there a way to conduct the work without using a HM or creating a HW? The Navy is constantly testing safer, more environmentally friendly chemicals and processes. For the latest developments, call your P2 Media Manager or Naval Air Technical Data & Engineering Service Command (NATEC) representative (https://mynatec.navair.navy.mil).

- **Solvents**: Can generate large volumes of HW with stringent management requirements and costly disposal. Consider replacing solvents containing MEK, xylene, and toluene with less toxic materials such as EP-921. Clean parts requiring high purity solvents with fresh solvent and use the solvent to clean other dirtier parts before replacing.

- **Material substitution**: Is there a less hazardous or more "environmental friendly" material that can be substituted for the HM? Green procurement is the purchase of **approved** environmentally preferable products and services in accordance with one or more of the established Federal "green" procurement preference programs.

- **Green Products**: Consider green products and/or services as the first choice in all procurement, including service contracts. DoN activities must purchase green products when planning to purchase products and/or services in the following categories (note that this list is not all inclusive):
    - Office products (including electronic equipment) and printing services
    - Fleet maintenance products
    - Building construction, renovation, maintenance, and janitorial products
    - Traffic control
    - Parks and recreation and landscaping services
    - Appliances and lighting

Federal green procurement preference programs

Products manufactured from recovered materials	http://www.epa.gov/cpg
Environmentally preferable products	http://www.epa.gov/epp
Energy efficient products	http://ww.eere.energy.gov/femp/technologies/ee products.cfm
Bio-based products	http://www.biopreferred.gov/?SMSESSION=NO
EPA's Design for the Environment Safer Product Labeling Program	http://epa.gov/dfe/pubs/projects/formulat/ formpart.html
Alternative fuels and fuel efficient vehicles	http://www.eere.energy.gov/topics/vehicles.html

To support the Green Procurement Program(GPP), Contracting and Purchasing personnel must take GPP training through Navy Schools, Defense Acquisition University, DLA's Buying Green Workshop, NAVSUP'S DON Consolidated Card Program Management Division (CCPMD) Website (https://www.navsup.navy.mil/ccpmd), and NAVFAC Environmental Compliance, Assessment Training and Tracking System(https://https://navfac.ecatts.com/).

Defense Logistics Agency (DLA) has developed an environmental products catalog that can be found at http://www.dscr.dla.mil/userweb/dscrld/epa/epinfo.htm. This catalog gives brief equipment descriptions, national stock numbers (NSNs), and environmental benefits of products.

- **Recycle/Reuse:** Instead of disposing of an item, is there another use for this material within your command? Can the item be recycled through the Regional Recycling Program? If the item is not currently accepted through the Program, should it be?

The P2 media managers can assist in waste reduction efforts by identifying pollution prevention equipment and conducting process evaluations. Additional information and resources are available at Ref. C the Joint Services P2 library.

C) ***CONSOLIDATED HAZARDOUS MATERIAL REUTILIZATION AND INVENTORY MANAGEMENT PROGRAM (CHRIMP)***

In accordance with the Chief of Naval Operations (CNO) message dated January 3, 2003, all ships and shore installations are required to fully implement CHRIMP. All commands (ship or shore) can return excess and unused HM to the Fleet Industrial Supply Center (FISC) HAZMINCENs (see section I.B for HAZMINCEN locations). For more information please see section II.B of this guide.

D) ***REGIONAL SOLID WASTE AND RECYCLING***

- Information on Naval Facilities Engineering Command Mid-Atlantic (NAVFAC MIDLANT) Regional Resource, Recovery, and Recycling Program and other recycling programs can be obtained by contacting the Mid-Atlantic Regional Recycling Program (RRP) contact listed in Appendix 1.

- The Regional Recycling Centers are located at:
  - NS Norfolk: Building Z-309
  - NAS Oceana & Dam Neck Annex: Oceana Building 934
  - Joint Expeditionary Base Little Creek-Fort Story West: FS West Building 3661
  - NWS Yorktown and Cheatham Annex: Yorktown Shed 6

- To continue recycling in a safe and environmentally responsible manner, we need your help when preparing for delivery to the Recycling Center. It is important that you have a clear understanding of which materials are acceptable and which are not. To help you in preparing your loads and to ensure they will be accepted at the Recycling Center, the following information is provided. This does not encompass all possible items, rather it is a general list of most frequently delivered items.
  - Hours of operation are Monday-Friday 0700-1500 (no appointment necessary)
  - DD1348 required
  - No after-hours drop-off on certain turn-ins
  - For additional information contact the RRP

NOTE!

Items collected and received may change from time to time based on the commodities markets. If you find or have items not included below and you are uncertain about them, please call your installation Recycling Center.

1) Examples of materials that are recycled
   a. **Mixed stream office recycling:** All office recycling is accomplished through a mixed stream recycling method utilizing 90 gallon blue recycling bins. These bins are located in various areas in all buildings on the installation. The bins are picked up on prescheduled days and on call emergencies. All material is also accepted at all the Recycling Centers. The following materials are accepted in the blue recycling bins: white and colored paper; newspaper; phone books; plastic bottles; small cardboard containers; file folders; magazines; aluminum cans; envelopes.
   b. **Cardboard**: Flat cardboard may be placed in dumpsters marked “Cardboard Only”. Cardboard is accepted at all recycling centers.
   c. **Metal Items**: Metal items may be placed in dumpsters marked “Metal Only”. Metal items are also accepted at the Recycling Centers. Units with special needs should contact their Recycling Center, located on their installation.

d. **Dock (Mooring) Lines**: All lines can be coiled, and secured to a pallet when dropped off at the Recycling Centers.

e. **Drums (Metal or Plastic)**: Contact your Recycling Center before turning in empty drums/containers for special instructions. Drums containing one inch or more liquid will be rejected.

f. **Empty Compressed Gas Cylinders**: Prior to receipt of the cylinders the needle valve must be removed and the cylinder cut in half, or cut wide enough to indicate that the cylinder cannot be under pressure again.

g. **Appliances**:

- Useable appliances such as air conditioning and refrigeration (A/C&R) units, washers, and dryers may be turned in to DLA Distribution Services for possible resale. Contact DLA for guidance (see section II.E for details).
- Unusable washers and dryers may be recycled.
- Unusable AC&R units (e.g. refrigerators, air conditioners, water fountains, freezers, or any item that normally contains refrigerant), may be recycled IF:
  (1) All remaining refrigerant has been removed and unit is certified "refrigerant-free" by a certified technician. Contact NAVFAC-MIDLANT maintenance or your FMS to coordinate this service. At NS Norfolk, this service is provided by self-help and coordinated through your FMS.
  (2) The run capacitors and start capacitors have been removed (a/c units).
  (3) The compressors have been removed (refrigerators and a/c units)
  (4) All oils have been removed and properly disposed of.

h. **Motor Vehicle Parts**: Units must deliver their parts in government vehicles.

- Engine blocks must be drained* of all fluids; oil filters and pans must be removed.
- Transmissions must be open and drained* of all fluids.
- Rear ends must be drained* and the plate removed.
  drained oils can be turned in by calling the Environmental Services Desk (ESD)

i. **Batteries**: recyclable lead acid batteries are accepted provided they meet the following restrictions:

- Only **lead acid** batteries that are **not metal encased**. In special cases metal encased lead acid batteries may be taken by the Recycling Program depending on market conditions- contact your installation recycling manager for clarification.
- Batteries must be in good condition with caps securely in place. Batteries that are cracked or have missing caps must be disposed of as HW- contact the NAVFAC MIDLANT Environmental Services Desk (ESD) for disposal.
- The customer must deliver the batteries to the Recycling Centers in a government owned vehicle.
- All batteries not meeting the requirements listed above are to be turned over for disposal to NAVFAC-MIDLANT ESD.

j. **Toner Cartridges**: Cartridges must be placed in a clear plastic bag or in a box and sealed to prevent powder from spilling; place beside the 90 gallon Blue Recycling container for pickup.

k. **Expended Brass Casings**: All MPPEH residue (i.e., inert small arms spent brass casings .50 caliber or smaller), lead, and mixed metals or shrapnel will be turned-in to the local QRP via the NAVFAC MIDLANT QRP Hampton Roads Operations Manager or QRP MPPEH Supervisor. Please refer to

COMNAVREGMIDLANTINST 5090.6 Appendix D (Installation Explosive Hazardous Waste Management Plan) for a full list of requirements regarding the management of MPPEH residue. Requirements for managing expended brass casings include but are NOT limited to the following:

- Small arms cartridge cases should be separated by metal types (i.e., steel, chrome, aluminum, brass). Under no circumstances should large .50 caliber and small .22 caliber, be mixed or co-mingled with any other size cartridge casings in the same container. They must be packed separately. Range residue, other than small arms cases, i.e. shrapnel or lead, will be placed in its own container and clearly marked.
- Expended brass casings must be managed in sealed and labeled 55-gallon drums in a facility or area where the drums are protected from the elements (i.e. rain, snow, etc.). At no time before or after certification and verification should water be allowed to enter the drums.
- Drums must be accompanied by a DD 1348-1A that includes the Generating Command/Range, Quantity, Date, Names and Signatures of personnel certifying and verifying that all shell casing are inert. (NOTE: Each shell casing requires a two-person 100% visible inspection that the shell casing is inert. QRP has been instructed to turn away expended brass that does not contain the appropriate paperwork with authorized dual signatures and certification statement.)

2) Some materials that are **rejected** (***questions contact Recycling Manager or See Section IV)***

a. Any material containing hazardous or toxic substances, materials or waste
b. Gasoline, diesel fuel, propane or other petroleum products
c. Pressurized Cylinders and Fire Extinguishers
d. Asbestos of any kind (such as pipe insulation or surfacing materials)
e. Wire rope or cable in lengths greater than 6 feet
f. A/C&R units that are NOT certified CFC free or have run/start capacitors
g. PCB containing materials such as capacitors, ballast, and transformers
h. Fluorescent or mercury vapor lights and related fixtures
i. Radioactive materials or containers
j. Free flowing fluids of any kind
k. Dirt, debris, trash or waste of any kind
l. Food or food byproducts
m. Bedding or clothing products
n. Cooking oil or grease
o. Wood (accepted only at selected sites)
p. Yard waste
q. Tires (accepted only at selected sites)
r. Rags/Shop Towels
s. Lawn or plastic furniture
t. Speedy-Dry or absorbent materials or chemicals
u. Medical waste of any kind

II. HAZARDOUS MATERIAL REUTILIZATION INFORMATION

If you have excess or unused hazardous material, it is important that the following alternatives to disposal be considered. Disposal of HM should be utilized as a last resort.

- Returning to supply (HAZMINCENs) for credit or reuse
- Extending shelf-life
- Crossdecking use
- Turning in to DLA Disposition Services Norfolk (formerly DRMO)

A) ***USEFUL CONTACT INFORMATION*** *- see Appendix 1.*

- **HAZMINCEN Locations:**
  - NS Norfolk: Building LF-50 (Building X-218 Reuse Store)
  - NAS Oceana: Building 826
  - Fort Eustis Building 1205

B) ***RETURNING HAZARDOUS MATERIALS (HM) TO SUPPLY (HAZMINCENs)***

If you purchase HM and determine the item is not needed, it can be returned to the HAZMINCENs for a refund or for reuse. Refunds are provided for new/unopened HM purchased from the HAZMINCEN. Please note that refunds are not given on special (non-stock) orders. FISC also offers a Reuse Store located at Naval Station Norfolk, Building X-218. The Reuse Store will accept and issue excess or unused HM **free of charge**. HM destined for the Reuse Store can be turned in at any of the FISC HAZMINCENs across the region. To return excess/unused material, the item must meet the following conditions:

1) Material must be accompanied by 4 (four) copies of completed DD Form 1348-1A or DD Form 1348-1 created by HICSWIN (see Appendix 2 for instructions).
2) Material must be unopened and have original labels. (Partially used material may be considered for cross-decking or turned in for disposal.)
3) Container must be undamaged or minimally damaged (i.e. slightly dented) and have minimal rusting.
4) FISC will accept Type I that has not expired and Type II shelf life material that has not been extended more than two times (see section II.C). Contact DLA Disposition Services for items that have been extended more than two times.

IF YOU HAVE MORE THAN 4 PALLETS OF EXCESS HM TO TURN-IN (SHIPS)

- Coordinate the offload/turn-in through the assigned CHRIMP Technician **24 hours** in advance of desired off-load.
- All HM leaving ships must be processed through the HAZMINCEN via HICSWIN.
- The offload procedure is as follows:
  PLANNING: Once informed of a request for an offload, the designated ship representative will contact the CHRIMP office.
  REVIEWING: The CHRIMP technician will examine the items to determine what is still usable and what is excess used material.
  TRACKING: Data management depends on the type of excess stock. HICSWIN will be the software used for all reuse material offloaded; R-Supply will be used for all BP-28 (Deep Stock) material offloaded. These programs have the capability to print four (4) copies of DD Form 1348-1A or 1348-1, “Material Turn-In.” The 1348-

1A or 1348-1 must have the ECAP acronym stamped on the document prior to turn-in.
DISPOSAL: should the HM require disposal, contact NAVFAC MIDLANT ESD services to arrange for pick-up by calling 757-341-0412/0460.

- Additional information regarding disposal procedures is detailed in Section III.

C) ***EXTENDING SHELF LIFE*** **-** One of the most effective waste minimization programs that can be established is the active life-cycle management of hazardous materials before they become hazardous waste. All shelf-life material is either Type I or Type II.

- Type I shelf-life items are materials that have a set expiration date, which cannot be extended. Once this date has passed, the material cannot be used for its intended purposes and can be turned into DLA Disposition Services for resale. The containers must be unopened and in good shipping condition (no excessive rust).

- Type II shelf-life items are materials that do not have a specific expiration date. The manufacturer typically will recommend that the item be re-evaluated on a particular date. The label will usually state a “Test” or “Re-Inspect” date. Type II shelf-life items can be extended providing the material is still viable or usable. For most Type II materials, shelf-life extension tests are not complicated, do not require a laboratory, and can be done on the spot by anyone with a minimum of training (usually consisting of nothing more than visual checks for damage or deterioration). FISC Norfolk is available to assist with shelf-life extensions- please contact the HAZMINCENS for additional assistance.

- The General Services Administration (GSA) and all military services have developed separate storage standards. For example, shelf-life extension of paint can be accomplished according to the Federal Standard 793, "Depot Storage Standards“. End users are authorized and encouraged to examine paint using FED-STD-793 guidelines or by using practical, end-use related tests to determine if the materials still meet their intended use. End users may extend the shelf life as long as the paint performs satisfactorily for their needs. Before disposing of paint, you are strongly encouraged to review FED-STD-793, paragraph 4. See NAVSUP P-485, Chapter 4, paragraph 4664 for further shelf-life material management guidance. For further assistance in determining if the shelf life can be extended, contact CHRIMP Technician on board or your supply officer. The best way to extend the life of all Type II materials is proper storage. For example, paints should not be stored below freezing and should be protected from rain or salt spray.

- DLA Aviation, formerly Defense Supply Center Richmond (DSCR), VA has a Quality Status List (QSL) which extends certain Type II Federal Stock Class (FSC) material. Included on the QSL are Federal Stock Classes (FSCs): 6635, 6750, 6810, 6840, 6850, 9110, 9150, and 9160. To obtain a copy of the microfiche that show the shelf-life extensions, contact DLA Aviation (see Appendix 1 for contact information).

- REFERENCES - “Shelf Life Identification Management and Control” (PIN# V805830) is a video available at any electronic media center. More information on DOD’s shelf-life extension program may be found in Ref. D.

D) *CROSSDECKING MATERIAL*

HM may be available for no cost at the Reuse Store. Instead of bringing more HM (that must be managed in accordance with Navy guidelines) on Navy property, reuse another work center's overage. The Reuse Store is primarily located at NS Norfolk Building X-218. The Navy ERP (N-ERP) website provides Asset Visibility by Installation and Region and allows customers to see if material are available at their local HAZMINCEN for free issue or for purchase. N-ERP is a CAC enabled website so CAC certificate is required but a login and password may not be required to check material availability.

PLEASE NOTE!

Prior to receiving HM from another activity, contact your Safety representative or CHRIMP Technician to ensure that the material is authorized for use. The material must be listed on your Authorized Use List (AUL) or Type Ships Hazardous Material List (T-SHML). Also your Safety representative or CHRIMP Technician can assist you in obtaining a Material Safety Data Sheet (MSDS) for the item.

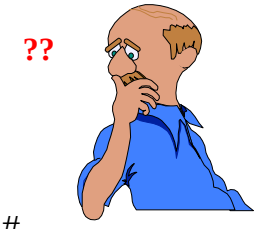
E) ***DLA DISPOSITION SERVICES, NORFOLK*** - may accept material for resale that the HAZMINCENs cannot accept, even expired materials. Contact DLA Disposition Services to ensure acceptance and to arrange for the transfer of material. Requirements include:

1) Containers should be in good condition-not rusted or dented
2) If kits are being turned in, all parts of the kit must be included
3) Paperwork required:
   a. Two (2) copies of completed DD Form 1348-1A, or 1348-1 created in HICSWIN for each item. (See Appendix 2 for instructions).
   b. MSDS for each item.
   c. The Occupation Safety and Health Administration (OSHA) Hazardous Chemical Warning Label must be present on the items (must be adhesive type label).
4) Examples of materials ACCEPTED by DLA Disposition Services Norfolk:
   - All flammable materials (solvents, paints, etc.)
   - All photographic chemicals
   - Corrosive material (acids, bases, etc.)
   - Used synthetic oils and used synthetic hydraulic fluids
   - Mercuric nitrate
   - Cleaning compounds
   - Greases, POLs
5) Examples of materials NOT ACCEPTED by DLA Disposition Services Norfolk
   - Oxidizers (hydrogen peroxide, emergency escape breathing devices, etc.)
   - Dented or excessive rusted drums
   - Open containers
   - Compressed Gas Cylinders or Fire Extinguishers
   - Used items that would be considered waste
   - Items containing any level of polychlorinated biphenyls (PCBs)
   - Any radioactive materials

If your HM is rejected, please request a "917 rejection form" which provides specific information explaining why your HM was rejected. If the item was rejected for clerical reasons, make the necessary corrections and re-attempt transfer. Otherwise, contact the NAVFAC MIDLANT ESD for disposal of the item (see Section III for specific instructions).

NOTE!

DO NOT TRANSPORT MATERIAL TO DLA WITHOUT PRIOR AUTHORIZATION FROM THE DLA HAZARDOUS MATERIAL PROCESSOR THAT MATERIAL WILL BE ACCEPTED



What to do with hazardous material?

STEP #

RETURN FOR CREDIT OR REUSE?

YES → HAZMINCENs Take It Back

NO

EXTEND SHELF-LIFE?

YES → Contact CHRIMP Office or HAZMINCEN

NO

CROSSDECK?

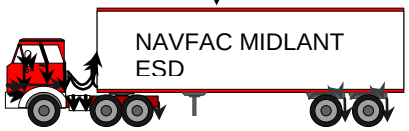
YES → ContactP2 or FISC Reuse Store

NO

DLA Disposition Services (Government Resale)?

YES → Non-Reuse Material Contact CHRIMP Office or HAZMINCEN Turn in to DLA Disposition Services or NAVFAC MIDLANT ESD

NO



NOTE- SELF TRANSPORT OF HW IS NOT PERMITTED!

Under no circumstances should HW be transported by a vehicle not authorized by NAVFAC MIDLANT Environmental. It is illegal to transport HW without meeting the required EPA and DOT training, certifications and commercial driver's license endorsements.

III. HAZARDOUS WASTE MANAGEMENT AND DISPOSAL INFORMATION

What is a Hazardous Waste?

In accordance with Ref. E, for a material to become a hazardous waste it must first become a solid waste. A solid waste is any discarded material that is not excluded by regulation. Discarded material can be a solid, liquid, or gas and is any which is:

- Abandoned
- Inherently Waste-Like (Hazardous Waste to be recycled)

A solid waste becomes a hazardous waste when it is:

- Not excluded or exempted by RCRA (examples of wastes that are not hazardous waste due to exclusions or exemptions are scrap metal and household waste).
- A Characteristic Waste (determined by generator knowledge or testing). These include wastes that are:
    - Ignitable
    - Corrosive
    - Reactive
    - Toxic
- A Listed Waste. These include wastes specifically identified in RCRA of the Code of Federal Regulations. (ex; 2,4-Dinitrotoluene, benzene, phenol, nitroglycerine, etc.)

If a HM is determined to no longer be suitable for its intended purpose and all other routes of utilization have been attempted, the last management alternative is disposal as waste. NAVFAC MIDLANT ESD, the region's HW transportation and disposal agent and will pick up HW at Hazardous Waste Accumulation Areas (HWAAs), Satellite Accumulation Areas (SAAs), Universal Waste Accumulation Areas (UWAAs) and other specified locations.

Funding for disposal of Fleet (FLT) activity's generated wastes has been established. Non-FLT activities are required to submit a valid Job Order Number (JON) when turning in waste. For assistance in establishing a job order number, contact the appropriate Hazardous Waste Media Manager or NAVFAC MIDLANT ESD or follow the procedure in Appendix 8. HW management and disposal instructions are listed below.

A) USEFUL CONTACT INFORMATION - see Appendix 1.

B) ACCUMULATION OF HAZARDOUS WASTES – SHORE ACTIVITIES:

The EPA and the Virginia Department of Environmental Quality (VDEQ) regulate the management and disposal of HW. NAVFAC MIDLANT is the HW permit holder for the Navy. To ensure compliance, the appropriate Hazardous Waste Media Manager must approve establishment of all HW accumulation areas **prior to use**, as well as closure of the areas **prior to the planned closure date**. In addition, the Hazardous Waste Media Manager must be informed of any issues that have the potential to affect the Navy's ability to comply with the governing environmental regulations. All HW must be accumulated in designated areas. If HM is stored in the same location as HW, ensure the areas are clearly marked to identify HM from HW. There are three main types of authorized hazardous waste accumulation areas: Satellite Accumulation Areas **(SAAs)**; Hazardous Waste Accumulation Areas **(HWAAs)**; and Universal Waste Accumulation Areas **(UWAAs)**.

1. SATELLITE ACCUMULATION AREA (SAA)

SAA PURPOSE: to allow proper management of HW as it accumulates without interfering with the work process. There are no limits on the number of waste streams that can be accumulated, but the TOTAL AMOUNT MUST NOT EXCEED 55 gallons (or 1 quart of acutely hazardous waste). Each waste stream shall be stored in a separate container and the container must be compatible with the waste being stored. If a SAA will be unattended due to unit deployment, project ending, etc., waste must be turned in to NAVFAC MIDLANT ESD and the Hazardous Waste Manager contacted to have the area shutdown two weeks in advance.

GENERAL REQUIREMENTS FOR ALL HW AREAS

- All containers must be labeled and kept closed except when adding or removing waste.
- Operators must be trained annually on proper area management and emergency response procedures.
- Areas must be identified with legible signs as a SAA with the point of contact's information, NO SMOKING, and emergency procedures and numbers.
- Areas must have adequate suitable spill control equipment to contain contents of the area should a spill occur. Spill equipment/supplies must be maintained. Follow spill reporting procedures in Appendix 3
- A fire extinguisher must be located within 50 feet of the area. An ABC type extinguisher is recommended. The fire extinguisher shall be routinely inspected in accordance with safety or fire departments requirements.
- Good housekeeping standards must be employed at all times. Keep areas orderly with adequate aisle space and clear of trash.

SAA SPECIFIC REQUIREMENTS: a SAA area must meet several criteria, including:

- Be located at or near the point of waste generation.
- Be under the control of the operator of the process that generates the waste.
- Operators must be trained annually on proper area management and emergency response procedures.
- Containers must be labeled with the words "Hazardous Waste" and the contents of the container.
- The container does not require an accumulation start date, however, if a container becomes full prior to pick up, it must be dated immediately, and moved to an approved HWAA or a permitted facility within 72 hours.
- May only store a max of 55-gal total of all HW (or 1 quart acutely hazardous waste).

SAA INSPECTIONS:

The checklist included in Appendix 5 provides a concise listing of the regulatory requirements of a SAA. It is **highly recommended** that each HW generator perform undocumented reviews of their SAA at least weekly, using the checklist. The Installation Environmental Office will perform SAA inspections at least quarterly to provide technical support, management guidance, and regulatory oversight.

SAA DISPOSAL PROCESS:

When a container is 75% full (or one quart of acute HW), contact NAVFAC MIDLANT ESD to schedule a pickup. Be sure to inform Dispatcher your area is a SAA site.

2. HAZARDOUS WASTE ACCUMULATION AREA (HWAA)

HWAA PURPOSE: to allow for the temporary accumulation of HW in preparation for transportation to a permitted treatment, storage or disposal facility.

GENERAL REQUIREMENTS FOR ALL HW AREAS

- All containers must be labeled and kept closed except when adding or removing waste.
- Operators must be trained annually on proper area management and emergency response procedures.
- Areas must be identified with legible signs as a HWAA with the point of contact's information, NO SMOKING, and emergency procedures and numbers.
- Areas must have adequate suitable spill control equipment to contain contents of the area should a spill occur. Spill equipment/supplies must be maintained. Follow spill reporting procedures in Appendix 3
- A fire extinguisher must be located within 50 feet of the area. An ABC type extinguisher is recommended. The fire extinguisher shall be routinely inspected in accordance with safety or fire departments requirements.
- Good housekeeping standards must be employed at all times. Keep areas orderly with adequate aisle space and clear of trash.

HWAA SPECIFIC REQUIREMENTS:

- Provide at least 14-days notice to the Hazardous Waste Media Manager prior to the need for a HWAA set-up to allow for area set up and timely notification to the VDEQ.
- Provide at least seven (7) days notice to the Hazardous Waste Media Manager prior to closure of a HWAA.
- Containers must be labeled with the words "HAZARDOUS WASTE", contents of the container, and the start date of when the waste is placed in the container.
- Must be inspected every seven (7) calendar days.

HWAA INSPECTIONS:

Operators of a HWAA must perform a documented inspection of their site every seven (7) calendar days and maintain those inspection records for three (3) years. The inspection is to be documented using the HWAA checklist that is included in Appendix 6. The checklist provides a concise listing of the regulatory requirements of a HWAA.

Any deficiency/violation must be corrected immediately. Deficiency corrections must be noted on the inspection sheet in the space provided. Corrective action taken, date accomplished, and initials of person performing corrective actions must be recorded.

The Installation Environmental Office will perform HWAA inspections at least quarterly to provide technical support, management guidance, and regulatory oversight.

HWAA DISPOSAL PROCESS:

At or before 45 days of accumulation, contact the NAVFAC MIDLANT ESD to schedule a pickup of the waste. If waste is not picked up by the ESD within their allotted service response time (1 week), recall the ESD immediately!

3. UNIVERSAL WASTE ACCUMULATION AREA (UWAA)

UWAA PURPOSE: to allow for the temporary accumulation of specific waste streams in preparation for transportation to a permitted treatment, storage or disposal facility.

GENERAL REQUIREMENTS FOR ALL HW AREAS

- All containers must be labeled and kept closed except when adding or removing waste.
- Operators must be trained annually on proper area management and emergency response procedures.
- Areas must be identified with legible signs as a UWAA with the point of contact's information, NO SMOKING, and emergency procedures and numbers.
- Areas must have adequate suitable spill control equipment to contain contents of the area should a spill occur. Spill equipment/supplies must be maintained. Follow spill reporting procedures in Appendix 3
- A fire extinguisher must be located within 50 feet of the area. An ABC type extinguisher is recommended. The fire extinguisher shall be routinely inspected in accordance with safety or fire departments requirements.
- Good housekeeping standards must be employed at all times. Keep areas orderly with adequate aisle space and clear of trash.

UWAA SPECIFIC REQUIREMENTS:

The current Universal Waste regulations apply to four types of widely generated HW: *batteries, pesticides, mercury-containing equipment, and lamps*. All UWAAs must adhere to various environmental regulatory requirements including:

- Containers must be labeled with the words "UNIVERSAL WASTE", contents of the container, and the start date of when the waste is placed in the container.
- A seven (7) day advance notice should be provided to the Hazardous Waste Media Manager to allow time for set up of the UWAA. For closure of a UWAA, contact the Hazardous Waste Media Manager before the planned closure date.

UWAA INSPECTIONS:

It is **highly recommended** that each generator perform monthly reviews of their UWAA using the checklist in Appendix (7).

The Installation Environmental Office will perform UWAA inspection at least quarterly to provide technical support, management guidance, and regulatory oversight. The standard operating procedure and inspection checklist for UWAAs are included in Appendix 7.

UWAA DISPOSAL PROCESS:

At or before 270 days of accumulation (9 months), prior to expiration of the one year accumulation period, contact NAVFAC MIDLANT ESD to schedule a pickup of the waste. Inform the NAVFAC MIDLANT ESD that your waste is stored in a UWAA.

C) ***WASTE PACKAGING REQUIREMENTS - SHIPS OR SHORE ACTIVITIES***

Hazardous waste must be properly packaged in the original or an approved container. DOT requires specific packaging for shipment. Direct specific questions regarding container availability and packing requirements to the NAVFAC MIDLANT ESD.

NOTE! ONLY NAVFAC MIDLANT ESD OR A PRE-APPROVED CONTRACTOR IS PERMITTED TO TRANSPORT HW WASTE OFF BASE OR ON OPEN ROADS UNDER ANY CIRCUMSTANCES. IT IS ILLEGAL TO TRANSPORT HW ON PUBLIC ROADWAYS WITHOUT MEETING THE REQUIRED EPA AND DOT TRAINING, CERTIFICATIONS, COMMERCIAL DRIVERS LICENSE ENDORSEMENTS, AND PROPER SHIPPING DOCUMENTS.

a. MATERIAL / WASTE PAPERWORK REQUIREMENTS – SHIP OR SHORE

- Four completed copies of the DD Form 1348-1A, or 1348-1 created in HICSWIN, are required for turn-in of unusable HM or HW to NAVFAC MIDLANT ESD. Instructions on how to complete this form are listed in Appendix 2.
- Contact the NAFAC MIDLANT ESD at 757-341-0412/0460 and fax a copy of the completed DD Form 1348-1A, or 1348-1 created in HICSWIN, to 341-0436 prior to scheduling a pickup and to ensure prompt service.
- All four copies of the DD Form 1348-1A, or 1348-1 created in HICSWIN, are required at time of pickup. Copies are distributed as follows: client, MIDLANT driver, on container, and returned to FISC.
- For ships, one copy of the 1348-1 created in HICSWIN with the ECAP acronym stamped on the document and signed by the CHRIMP Technician is needed.
- For material that was not procured through the Navy stock system, a Material Safety Data Sheet (MSDS) is required.

b. MATERIAL / WASTE TURN-IN REQUIREMENTS – SHIPS

- Ships in local private shipyards: Contact the CHRIMP Office to initiate this action for you. Only CHRIMP Technicians are authorized to contact NAVFAC MIDLANT ESD to schedule a pickup of the waste. Allow adequate time for waste screening and quality control (QC) for CHRIMP and NAVFAC MIDLANT ESD.

- Ships at Norfolk Naval Shipyard: contact the NNSY Occupation, Safety, Health, and Environmental Office (Code 106), for assistance with HW disposal.

- Ships at Naval Weapons Station Yorktown: contact the NAVFAC MIDLANT ESD to arrange an offload.

- Ships at NS Norfolk (4 pallets or less) or JEB Little Creek (2 pallets or less): NAVFAC MIDLANT ESD offers several HW pickup points on the piers. The specific piers and pickup times are listed below. Each ship is to contact and coordinate with their assigned CHRIMP Technician. A representative from the ship must accompany the HW from the time it leaves the ship to the time it is picked-up by NAVFAC MIDLANT ESD. **Under no circumstances shall waste be left unattended or abandoned on piers**

Naval Station Norfolk Pier pickup schedule is: Monday – Friday

0800-0915	Pier 9
0800-0915	Pier 12
1000-1115	Pier 3
1000-1115	Pier 4

4 pallets or less

JEB Little Creek Pier pickup schedule is: Tuesday and Thursday

0800-0900	Pier 15
1000-1100	Quaywall

2 pallets or less

- Ships at NS Norfolk (more than 4 pallets) or JEB Little Creek (more than 2 pallets) must request and turn-in through the CHRIMP Office, the Logistic Support Representative (LSR) or the FISC Hazmat representative. Once informed of a request for off-load, the CHRIMP Technician will screen the material and determine what is still usable and what is waste. The CHRIMP Technician and NAVFAC MIDLANT ESD representatives will then coordinate the off-load. A representative from the ship must accompany the waste until it is picked up by the NAVFAC MIDLANT ESD. Under no circumstances shall waste be left unattended or abandoned on the piers. If possible, ships should utilize the pier pickup option over the course of several days instead of scheduling an offload.

PLEASE NOTE!

It is a violation of state and federal law to abandon HM/HW.

IV. MANAGEMENT OF SPECIFIC MATERIALS/WASTES

A) USEFUL CONTACT AND WASTE PICKUP INFORMATION – see Appendix 1

B) WASTE MANAGEMENT REQUIREMENTS

All waste turn-ins to NAVFAC MIDLANT ESD require four copies of the DD Form 1348-1A (for shore activities) or 1348-1 (for ships). For instruction on completing Form 1348, see Appendix 2.

A job order number (JON) may be required for certain environmental services. To establish a JON, follow the procedure in Appendix 8.

For items not listed below, please contact your installation Hazardous Waste Media Manager!

PLEASE NOTE!
BAGGED WASTE WILL ONLY BE ACCEPTED FOR PICK-UP IN CLEAR BAGS!
RED OR YELLOW BAGS SHALL NEVER BE USED!

1) ABSORBENT *MATERIAL (a.k.a. SPEEDY-DRY, KITTY LITTER)*

- If the absorbent material was used to absorb HW or HM, it must be managed as a HW.
- If the absorbent material has been used to absorb oil, the absorbent will be managed in a similar fashion as oil. Oily absorbent materials should be fully utilized prior to disposal and must be placed in clear plastic bags and then containerized and turned in to the NAVFAC MIDLANT ESD.
- Please refer to section I for absorbent green alternatives. Using greener absorbents may increase product efficiency and reduce waste generation.
- See IV.B.28 for oily rag management.

2) *AEROSOL CANS*

Return unused aerosol cans to the HAZMINCEN for potential reuse. Contact your HAZMINCEN for more details. Also see the Material Reutilization Information (Section II) of this guide for additional alternatives to disposal. If the cans are rejected by the HAZMINCEN and the additional options listed in Section II of this guide are non-applicable, manage the aerosol cans as applicable below:

a. **Aerosol cans containing Petroleum Base Proeducts (Oils and Lubes), corrosives, Freon, pesticides, insecticides, fungicides, CFCs or oven cleaners**: These cans shall not be punctured and must be turned in to the NAVFAC MIDLANT ESD.

b. **Punctured Aerosol Cans:** Shore Tenants have the option to puncture aerosol cans using equipment approved by the Hazardous Waste Media Manager. The site POC is responsible for restricting access to the aerosol puncturer to ensure correct use. The contents of the punctured

cans must be collected and must be managed as HW: contact the Hazardous Waste Media Manager to establish the appropriate accumulation area. Punctured aerosol cans may then be placed in Metals Dumpsters for recycling. **NOTE-Aerosol cans containing pesticides and oven cleaners shall not be punctured**

THERE ARE NO NAVSEA APPROVED AEROSOL PUNCTURE DEVICES FOR SHIPBOARD USE. SHIPS ARE NOT AUTHORIZED TO PUNCTURE AEROSOL CANS!

c. **Un-punctured Aerosol Cans:** Contact the Hazardous Waste Media Manager to set up an appropriate accumulation area to manage aerosol cans. Aerosol cans must either have tops in place or nozzles removed prior to containerizing.

3) ***ANTIFREEZE*** – is typically managed as a non-RCRA regulated waste. Contact the Hazardous Waste Media Manager to determine proper disposition. Do not mix the antifreeze with solvents or metals, as the mixture could result in a hazardous waste.

4) ***APPLIANCES/WHITE GOODS (A/C&R Equipment)– see Recycling Section***

5) ***AQUEOUS FILM FORMING FOAM (AFFF)***– will be managed by NAVFAC MIDLANT ESD. Contact NAVFAC MIDLANT ESD ESD to schedule a pickup. AFFF in original containers can be turned in to the Reuse Store (NS Norfolk Building X-218).

6) ***ASBESTOS***

- For asbestos removal from shore command pipes, buildings, roofs, floors, ceilings, etc., contact NAVFAC MIDLANT ESD to schedule an asbestos removal or waste pick-up. Four completed copies of DD Form 1348-1A and a valid Job Order Number (JON) are required.

- For asbestos removal operations aboard ships or submarines contact the Ship Support Office.

- If you are unsure if you are dealing with asbestos, shore activities should contact the NAVFAC MIDLANT ESD and ships should contact the Navy Environmental Preventative Medical Unit #2 (NEMPU-2).

- For disposal of safes and file cabinets that possibly contain asbestos, shore commands should contact CNRMA Safety to confirm asbestos presence. Disposal must be coordinated with your Hazardous Waste Media Manager. The safe must be double wrapped in plastic by the generator and delivered to DLA Disposition Services at St. Juliens Creek. Contact DLA to schedule an appointment and to ensure you have the proper paperwork. If transportation is required, call MIDLANT Transportation Services for assistance.

- For demolition and renovation operations, see section IV.8, entitled “BUILDING MATERIALS.”

7) ***BATTERIES* - All batteries are not managed in the same manner. Below are the specific disposal guidelines.**

- Alkaline Batteries: Alkaline batteries such as AAs, C, and D batteries can be disposed of as normal trash.

- Lead acid batteries: Lead acid batteries shall be turned into Recycling.

- Rechargeable batteries: The Call2Recycle program is designed to recycle your old, rechargeable batteries from items such as cell phones, lab tops, power tools, etc. at no costs to your facility. Rechargeable batteries that are accepted through Call2Recycle include Nickel Metal Hydride, Nickel Cadmium, Lithium Ion and Nickel Zinc. (See Appendix 9)

- All other batteries: Such as lithium, NICAD, mercury, lithium sulfur dioxide, and magnesium dioxide, shall be managed as Universal Waste in accordance with Section III.B.3. The batteries will be packaged to prevent shorting, (i.e. one battery to one Ziploc bag or terminals taped over). Contact NAVFAC MIDLANT ESD to schedule a pickup.

8) ***BUILDING MATERIALS*** - Building materials from demolition or renovation operations which are suspected to contain lead and/or asbestos should be characterized with representative sample(s) of the entire waste stream tested prior to disposal. Contact the Hazardous Waste Media Managers for specific guidance. For safety-related issues, contact the Regional Safety Department or your command's Health and Safety official.

REMEMBER: IMPROPER MANAGEMENT AND DISPOSAL OF HAZARDOUS WASTE VIOLATES STATE AND FEDERAL LAWS.

9) ***CALCIUM HYPOCHLORITE and SODIUM HYPOCHLORITE*** are highly unstable (i.e.,strong oxidizers), and corrosive chemicals. There have been several instances when improper storage and handling of these chemicals has resulted in fires. In addition exposure can cause extreme damage to the skin and eyes.

Handle Hypochlorites carefully. Do not allow these containers or any packaging material to become wet. Store in compatible containers off the ground so that the containers do not come in contact with a wet floor. Inspect containers for physical integrity, notify ESD if you have any containers that are physically damaged so that they may be repackaged and disposed of promptly. Do not allow these chemicals to come in contact with combustibles such as swept material from the floor, oily rags, etc. Follow the directions specified in Material Safety Data Sheet for appropriate handling and in the event of a spill. Consult Safety and your HW Media Manager for additional information.

10) ***CONTRACTOR PROJECTS –*** For all waste generated onboard a Naval installation, it is the liability and responsibility of the Navy to ensure proper management and disposal. Specific arrangements for transportation and disposal of the waste vary by

contract. Please contact your HW Media Manager for questions related to waste generated during contracted projects.

11) *COOKING OIL*

Used cooking oil/grease can be recycled. Do not mix hazardous materials (i.e. solvents/paints) with cooking oil or grease. Do not dispose of cooking oil or grease in trash dumpsters or any drains.

At NS Norfolk there are three 300-gallon containers available for the collection of used cooking oil/grease. The containers are located at the heads of Piers 3, 10, and 14. The collection containers are located near the trash and metal only dumpsters. *Do not store pallets of cooking oil against buildings, instead store them near the dumpster(s). If questions exist regarding the use of these containers, contact the Hazardous Waste Media Manager.

At JEB Little Creek, grease should be managed in pier-side containers or in appropriate containers at food locations.

12) *CYLINDERS – (Compressed Gas Cylinders – CGC)*

- Empty CGCs can be turned into recycling, see section I.D. for requirements.
- For CGCs that are not empty, including those containing Ozone Depleting Substances (ODS) such as refrigerants and halons:, you must contact the NAVFAC MIDLANT ESD for disposal. Complete and submit a 1348-1A form to the ESD. Ensure the 1348-1A form contains a valid Job Order Number, and:
  - compressed gas type
  - physical condition of cylinder(s)
  - length of cylinder(s) measured from the cylinder bottom to the valve opening; do not include the valve stem length
  - circumference or diameter of cylinder(s)
  - amount of compressed gas in cylinder(s)
  - owner of the CGC (the CGC will be returned to the owner if applicable)

13) *DESICCANTS* – Some desiccants may be disposed of as solid waste; contact your HW Media Manager for disposal requirements.

.

14) *ELECTRONIC WASTES (E-WASTES)* - contact DLA for guidance.

15) *EXPLOSIVE WASTES* – for all ammunition explosive waste or waste classified by the DOT regulations as explosive, contact your HW Media Manager for guidance.

16) *FLUORESCENT / OTHER LIGHT BULBS*

- **Fluorescent light bulbs (green-tip* and silver-tip), compact fluorescent bulbs, high intensity discharge, neon, mercury vapor, high pressure sodium, and metal halide bulbs are to be managed as Universal Waste. Please contact your HW Media Manager for guidance. * Low mercury bulbs, often referred to as "Green tip" bulbs still contain low levels of mercury and shall be managed as Universal Waste.**

- Except at JEB Fort Story, all tube fluorescent light bulbs will be turned into the Self-Help Facility (one for one exchange) or managed as a universal waste in accordance with Section III.B.3. All other bulbs shall be managed as a universal waste and then turned in via 1348 to the NAVFAC MIDLANT ESD.
- At JEB Fort Story, tube fluorescent bulbs shall be turned in via 1348 to Building 1011 on Tuesdays from 10:30am-11:30am. A light bulb turn-in form will be provided to obtain new light bulbs. All other bulbs shall be managed as a universal waste and then turned in via 1348 to the NAVFAC MIDLANT ESD.

- Afloat commands- turn in via pier-side pickup (see Section III.C).

- PCB-containing fluorescent light ballasts are to be turned into NAVFAC MIDLANT ESD as PCB waste. To schedule a pickup call NAVFAC MIDLANT ESD. Any non-PCB fluorescent light ballasts can be turned in to RRP.

PLEASE NOTE!

Fluorescent light ballast that do not possess the marking "PCB free" are to be assumed to contain PCBs and should be managed accordingly.

- Standard household incandescent bulbs may be disposed of in regular trash.

17) *FUEL FILTERS (OIL, JP-5, DIESEL AND GASOLINE)*

- **Gasoline/JP-8 Filters, due to ignitability, shall be managed as hazardous waste.** Contact your HW Media Manager prior to generating gasoline filters for guidance.
- **JP-5, Diesel, and other Oil Filters**
  - Drain for a minimum of 72 hours to remove liquids (when cold draining filters, puncturing the top can aid in removing oil from filter)
  - Double bag drained filters in clear plastic bags (no more than 10 in one bag), and place in the trash or turn over to NAVFAC MIDLANT ESD or NAVFAC MIDLANT Oil Recovery for disposal.

18) *INDUSTRIAL WASTEWATER -* depending on the wastewater characteristics and facility permit requirements, some wastewaters may be treated at the Navy's Industrial & Oily Wastewater Treatment Plants (IWTPs) or will have to be disposed of off base via DLA. Do not mix industrial wastewater with any other wastes. For more information and assistance in disposing of industrial wastewasters contact your Water Media Manager.

19)*LEATHER ITEMS-* Leather materials generated from activities occurring in maintenance and welding shops, laboratories, and aboard ships shall be managed as hazardous waste and turned into NAVFAC Environmental Services for proper disposal. This includes but is not limited to leather gloves, boots, and various PPE. Should an installation tenant or command require an accumulation area for the

storage of such leather material, please contact your installation's hazardous waste media manager.

Leather materials generated from office spaces, including but not limited to chairs and sofas, will be turned into DLA for proper management. Should DLA not accept this material, please contact your installation's hazardous waste media manager for proper guidance.

20)*LOW LEVEL RADIOACTIVE MATERIAL* - (ex: smoke detectors, Tritium EXIT signs, Radium gauges & dials, some watches and compasses) is disposed of through the Radiological Support Office (RASO). To dispose of these items, contact RASO with the following information:

- Manufacturer Name, Trade Name, and Model Number
- National Stock Number (if applicable)
- Radiological Hazard (if known) and Amount (if known)
- Quantity of each
- Location of Items

21) *MEDICAL / BIO-HAZARDOUS WASTE OUTSIDE OF MEDICAL FACILITIES*

Medical/Bio-Hazardous waste includes human blood and all body fluids.

- In the event of an emergency and/or incident that generates a medical/bio-hazardous waste, tenants should contact their Facilities Management Specialist who will arrange for the proper management and disposal of this waste stream.

- Please contact your Hazardous Waste Media Manager if you have any questions regarding medical/bio-hazardous waste.

22) *METHYL ETHYL KETONE PEROXIDE (MEKP)*

Due to the reactive nature of this material and its high disposal costs; MEKP will be issued in either 1-ounce resin kits (NSN 6810-01-452-3268) or 2-ounce resin kits (NSN 6810-01-452-3273). Every attempt should be made to completely consume the accelerant (MEPK) in the process. To dispose of unusable quantities of MEKP, contact the NAVFAC MIDLANT ESD at for guidance.

23)*OBA (Oxygenated Breathing Apparatus) CANISTERS / EEBD (Emergency Escape Breathing Device)/Nuclear/Biological/Chemical (NBC) Filters*

Contact the NAVFAC MIDLANT ESD to arrange a pickup. The OBA canisters, EEBDs, and NBC filters need to be kept in the original packages. Do not attempt to disassemble the original packages.

24)*OIL, USED*

- **Used petroleum based oils** can be recycled. Label the container with the words **USED OIL**. Contact NAVFAC MIDLANT ESD for further instructions or to schedule a pickup.

- At the point of generation it is acceptable to consolidate the following **petroleum-based** products Used Oil, Used Hydraulic Fluid, Used PD-680 Type II, or Used JP-5 in the same container.
- **Mixtures of Used Oil and Used Gasoline or MoGas are prohibited and must be managed as HW.**

- **Used synthetic based oils** cannot be recycled and must be turned in to NAVFAC MIDLANT ESD. Do not mix synthetic oils/fluids with petroleum products.

- **Ship Generated Oily Waste:**
  - **Acceptable Oily Wastes-** Non-contaminated bilge, ballast, and ship's fuel tank cleaning wastes, including butterworthing rinse water, may be disposed of as oily waste.
  - **For all other oil containing wastes, contact** the Water Media Manager who will determine proper disposal procedures.
  - **Ensure no contaminants** have entered the bilge water or oily waste.
  - **Unacceptable contaminants include**, but are not limited to: Aqueous Film Forming Foam (AFFF); sewage (black water and gray water); HM and HW; JP4, AVGAS, MOGAS, and gasoline; boiler cleaning wastes; anti-freeze; and FSII (Fuel System Icing Inhibitor).
  - **Oily Waste Transfers During Night Hours** (between sunset and sunrise) are not normally permitted due to reduced ability to immediately detect a spill; inability to determine amount and spread of a spill; and the need to recall and fund oil clean-up personnel. Approval for ships to discharge oily waste after dark must be obtained from the CO of the appropriate installation by phone call to the local Port Ops Officer. The following additional requirements must be in place:
    1. Extra Topside Safety Watches stationed at the discharge station and on the pier or SWOB to monitor the water for any oil sheens;
    2. Oil spill clean-up equipment on hand;
    3. Adequate lighting erected; and
    4. The Chief Engineer will be on board to supervise the evolution.

  - **AT NAVSTA Norfolk**
    1. Piers are equipped with oily waste collection piping and risers for off-loading bilge water and non-contaminated oily wastes. NAVFAC MIDLANT's Ship Support Office (SSO) will coordinate connections and disconnections to the collection system through LOGREQS. To ensure adequate resources are available to respond in the event of a system casualty, discharges to the system are only permitted during daylight hours during the regular workweek.
    2. Vessels must have a 2.5 in. male camlock fitting on their oily waste overboard discharge connection in order to connect. Vessel connections will be scheduled by SSO to occur approximately 24 hours after arrival. Following connection to the system, the vessel must check for leakage from the hose and connections by flushing the hose with seawater for 5 minutes. A "T" adapter is available from NAVFAC MIDLANT, which will allow use of a 1.5 in. fire hose to flush the hose. Disconnection from the system will occur approximately 48

hours before vessel departure. Prior to disconnection, the vessel must flush the hose with seawater for 10 minutes to remove residual oil. The vessel is responsible for lowering the hose to the pier and walking the residual seawater in the hose into the pier riser. If the vessel was issued a "T" adapter, the adapter must be returned to NAVFAC MIDLANT.

3. Individual off-loads of greater than 50K Gallons, or discharge rates greater than 200 gpm, must be coordinated through SSO to ensure the pier collection system capacity is not exceeded. It is the responsibility of vessels to periodically observe the connections and hose and to report any unusual conditions that may occur.
4. If the pier side collection system is nonoperational, NAVFAC MIDLANT SSO will arrange for collection services via a contractor or NAVFAC MIDLANT Oil Recovery Tanker Truck, square/FRAC tank, or SWOB. If the vessel uses their shipboard oil water separator, NAVFAC MIDLANT SSO will coordinate pick-up of oil from the shipboard used oil tanks.
5. Do not discharge viscous oils in to the discharge lines, this has been shown to cause failures (fuel spills).

- **At JEB Little Creek-Ft. Story**: The Ship Support Office (SSO) provides oily waste collection and handling services. For emergency requirements outside normal working hours, contact JEB Little Creek Port Ops.

- **At WPNSTA Yorktown/Cheatham Annex**: If possible, oily waste should be off-loaded before arrival. If off-load at the facility is required, approval by the Installation Commanding Officer prior to off-loading must be obtained and NAVFAC MIDLANT Oil Recovery should be contacted for disposal.

25)*PAINTS*

- **Empty paint can:** is defined as an original paint can that is free of liquids and contains less than 1 inch (or 3% by volume) of dried material.
  - Metal paint cans that meet this standard can be placed in dumpsters marked “metal only”; plastic cans be placed in solid waste dumpsters.
  - Paint cans that DO NOT meet this standard must be managed as HW and turned in to NAVFAC MIDLANT ESD for disposal and must not be allowed to air dry.

- **Unused/unopened containers of paint**: should be returned to the HAZMINCEN for potential reuse. Keep containers closed; do not allow to air dry. Please see the Hazardous Material Reutilization Information section of this guide for more information and additional alternatives to disposal. If the cans are rejected by the HAZMINCEN, the items will be managed as a waste; follow the procedure listed below:
  - Liquid or solidified oil-based paint: is to be managed as a HW and properly labeled. Contact NAVFAC MIDLANT ESD to schedule a pickup. Excess un-used paint should be accumulated separately from solvent waste.

- Oil-Based Paint/Solvent related items: such as brushes, rags, and rollers shall be managed as HW. *Immediately containerize and keep containers closed at all times. Air drying is prohibited.
- Water-based (latex) paint: is to be managed as non-regulated. Properly label the container and Contact NAVFAC MIDLANT ESD to schedule a pickup. Keep cans closed. Air drying is prohibited.
- Water Based (latex) Paint Debris: such as brushes, rags, and rollers will be managed as non-regulated and can be disposed of as solid waste.

26) *PARTWASHERS*

- Parts washer units utilize various substances such as solvents to remove dirt, lubricants, and other foreign particles from equipment components. When this solvent becomes contaminated to the point where it must be replaced, contact your HW media manager to ensure proper waste characterization.
- If your operations change, contact your HW media manager to ensure proper waste characterization.
- Do not assume that an environmentally friendly cleaning agent will not produce HW. Waste characterization depends on factors including what is being cleaned. Contact your HW media manager to ensure proper waste characterization.
- HW solvent must be turned in to the NAVFAC MIDLANT ESD for disposal.
- For units maintained by an private company (i.e. Safety Kleen), contact your HW media manager to ensure proper waste characterization and disposal. Prior to off-site shipment of this waste, information about the waste must be provided to the NAVFAC MIDLANT ESD and a representative from the ESD must be present to sign the Hazardous Waste manifest.

27) *PEST MANAGEMENT CONTROL*-Contact the NAVFAC MIDLANT ESD for Pest control services.

28)*POLYCHLORINATED BIPHENYL (PCB)*

PCBs were domestically manufactured from 1929 until their manufacture was banned in 1979. They have a range of toxicity and vary in consistency from thin, light-colored liquids to yellow or black waxy solids. Due to their non-flammability, chemical stability, high boiling point, and electrical insulating properties, PCBs were used in hundreds of industrial and commercial applications including electrical, heat transfer, and hydraulic equipment; as plasticizers in paints, plastics, and rubber products; in pigments, dyes, and carbonless copy paper; and many other industrial applications. The most common trade name is Aroclor. Although no longer commercially produced in the United States, PCBs may be present in products and materials produced before the 1979 PCB ban. Products that may contain PCBs include:

- Transformers and capacitors
- Other electrical equipment including voltage regulators, switches, reclosers, bushings, and electromagnets
- Oil used in motors and hydraulic systems
- Old electrical devices or appliances containing PCB capacitors
- Fluorescent light ballasts (not green tips)

- Cable insulation
- Thermal insulation material including fiberglass, felt, foam, and cork
- Adhesives and tapes
- Oil-based paint
- Caulking, plastics, carbonless copy paper, floor finish

If you have items for disposal that you believe may contain PCBs, please contact the NAVFAD MIDLANT ESD for guidance on disposal.

PCB-containing fluorescent light ballasts are to be turned into NAVFAC MIDLANT ESD as PCB waste. To schedule a pickup call NAVFAC MIDLANT ESD. Any non-PCB fluorescent light ballasts can be turned in to RRP.

PLEASE NOTE!

Fluorescent light ballast that do not possess the marking "PCB free" are to be assumed to contain PCBs and should be managed accordingly.

29) *RAGS / SHOP TOWELS/CLOTH ABSORBENTS*

- **Oily Rags:** Place the rags in clear double plastic bags and label as "Used oil rags".
  - **At Naval Station Norfolk*: Oily rags can be taken to the NAVFAC MIDLANT Oil Recovery located at Bldg. Q-50.
  - **At Naval Weapons Station Yorktown*: Oily rags can be taken to Building 2035 on Tuesdays and Thursdays from 7:30 to 9:00 AM.
  - *At *JEB Little Creek* and *NAS Oceana* or if you do not have the ability to transport your rags, contact NAVFAC MIDLANT ESD at to schedule a pickup. Regardless if the rags are dropped off or picked-up, four completed copies of DD Form 1348-1A, or 1348-1 created in HICSWIN, for each item are required for turn-in.

- **Hazardous Waste (HW) Rags**: Rags that have been contaminated with HM/HW, such as MEK, gasoline, solvent or paint thinner must be managed as HW and properly labeled. Contact NAVFAC MIDLANT ESD to schedule a pickup. Do not transport rags that are considered hazardous waste. *Immediately containerize and keep containers closed at all times. Air drying is prohibited.

- **Shop Towel Laundering Service:** The current Navy Shop Towel Afloat/Ashore Management Program (STAMP) contract for the Mid-Atlantic/Northeast Region; N00189-07-D-Z010 is available on the DENIX Website at https://www.denix.osd.mil or from the Rag Recycling Contract Administrator. Note: All Naval vessels in port and shore activities are covered by this STAMP contract.

  The current shop towel contract requires the customer to either use shop towels provided by the contractor or to own their own towels and have the contractor wash them. In the first scenario, the local contractor delivers an agreed upon quantity of towels to ship. On a schedule that has been agreed-upon, the contractor picks up soiled shop towels and replaces them with clean towels. The ship is then billed for the towels washed as well as the towels that are lost/missing. In the second scenario, the ship/government buys shop towels

and has the contractor pick them up on an agreed-upon schedule and bills the ship for the cost of washing. To obtain further assistance, contact your CHRIMP Technician or the Rag Recycling Contract Administrator.

The P2 Program may be able to provide 55-gallon-drum mounted wringers and small table top wringers that remove free liquids in rags, allowing for additional uses. P2 equipment is also available at DLA free of charge. For more information, contact the P2 Media Managers.

30) *RAILROAD TIES*

Railroad Ties must be sent to a permitted landfill for proper disposal. Disposal must be coordinated with the Regional Solid Waste & Recycling Program who will arrange for a dumpster. Railroad ties shall not be placed in regular Solid waste dumpsters.

31) *SILVER / SILVER RECOVERY UNITS*

Solutions used in silver recovery units (i.e. photography shops, weapons x-ray, dental or hospital/ship X-ray rooms) may require management as a HW. Contact the HW Media Manager for guidance on the management of these units.

32) *SOIL GUIDANCE*

Soil cannot be removed from construction sites without NAVFAC MIDLANT Environmental Office authorization. This also includes any soil/debris removed from stormwater drainage structures. Any movement of soil/fill material outside of project boundaries, meaning both soil brought onsite and soil from the site relocated to other areas, must be coordinated with the installation Hazardous Waste and the Pest program managers to ensure proper characterization, which may require testing, and environmental compliance. If the excavated soil is going to be reused in the construction site (i.e. for grading), no characterization is required.

Soil should be stored in a manner that prevents rain from infiltrating the soil matrix and preventing any runoff into the surrounding soil or pavement (e.g. store the soil on top of plastic sheets and covered with plastic sheets or in lined, covered dumpsters).

33) *SOLVENTS (i.e. PD-680/Acetone/Alcohols etc.)*

All Solvents shall be turned in to the NAVFAC MIDLANT ESD for disposal as HW. Ensure containers are kept closed at all times.

34) *SPENT BLAST MEDIA*

Spent blast media from blast booths or gloves boxes have the potential for recycling instead of disposal. Ensure blast media is reused/recycled within the blast booth/glove box until it is no longer feasible prior to disposal. Properly label waste container and contact NAVFAC MIDLANT ESD to schedule a pickup.

- Initiate conversation with your blast media supplier to investigate the potential of a take back or recycling program. Contact the installation HW Media Manager for guidance and assistance.

35) TETRAHYDROFURAN (THF)

THF is a chemical that is commonly used as a softener, cleaner, and a bonding enhancer for fiberglass, plastic and rubber, and may be found in such things as boat repair kits. THF degrades by auto-oxidation into crystalline form over time or if exposed to air for a time and presents an explosives risk. THF in crystal form is **highly unstable** and must be disposed of as an emergency response using detonation by EOD or a qualified contractor.

For any THF material, whether still in liquid form or crystallized, notify your base Safety and the Hazardous Waste Media Manager for proper disposal. **Do not** attempt to open, move, or transport the material until it can be properly assessed for continued use/storage/disposal. Targeted NIINS may include item 01-271-4835 and item 01-339-3640.

36) ***UNKNOWNS*** -If you discover an unknown waste, please contact your HW Media Manager for guidance.

37) ***X-2 OR X-3 MATERIALS (CHEMICALS & RESINS)***

X-2 and X-3 materials must be de-militarized prior to disposal. NAVFAC MIDLANT ESD will provide this service for an additional cost. Contact NAVFAC MIDLANT ESD to schedule a pickup at.

PLEASE NOTE:

To ensure proper handling, on the 1348-1A indicate the items are X-2 or X-3 material.

APPENDIX 1: POINTS OF CONTACT

Hazardous Waste and Pollution Prevention Media Managers

Director	341-0400
Hazardous Waste Media Manager By Installation	
Naval Station Norfolk, Craney Island	341-0380
Yorktown, Cheatham Annex, St. Julien's Creek Annex, Southgate Annex, Scott Creek Annex, NMCP	341-0405
Joint Expeditionary Base Little Creek – Fort Story	341-0403
NAS Oceana, Dam Neck Annex, Northwest, Fentress, Dare County	341-0409
Senior Program Manager-All sites	341-0408
Environmental Pollution Prevention Media Managers	341-0402 and 341-0364

Installation Environmental Compliance Departments

Joint Expeditionary Base Little Creek – Fort Story	
Director	462-5350
Lead Environmental Protection Specialist	462-5361
Environmental Protection Specialist	462-5355
Environmental Protection Specialist	462-5353
Environmental Protection Specialist	462-5356
Naval Station Norfolk	
Director	341-0523
Lead Environmental Protection Specialist	341-0516
Environmental Protection Specialist	341-0520
Environmental Protection Specialist	341-0515
Environmental Protection Specialist	341-0511
Environmental Protection Specialist	341-0517
NAS Oceana/ Dam Neck Annex	
Director	433-3437
Lead Environmental Protection Specialist	433-3435
Environmental Protection Specialist (NW, Dare County), STKWING)	433-3461
Environmental Protection Specialist (Dam Neck)	433-3434
Environmental Protection Specialist (VACAPES, STKWING)	433-2131
Environmental Protection Specialist (AIMD, NEX, MWR)	433-3439
NWS Yorktown / Cheatham Annex/Yorktown Fuels	
Director	887-4086
Lead Environmental Protection Specialist	887-4881
Environmental Protection Specialist	887-4958
Environmental Protection Specialist	887-4095
NSA Hampton Roads	
Director	836-1862
Environmental Protection Specialist	421-8114
NSA Norfolk Naval Shipyard and Annexes	
Director	396-8270
Environmental Protection Specialist	341-0514

Environmental Services Department

NAVFAC MIDLANT ESD	341-0460/0412 Fax:341-0436
Environmental Operations Director	341-0473
NAVFAC MIDLANT HWO Supervisor	341-0410
NAVFAC MIDLANT HWO Profile Chemist	341-0471

Asbestos & Insulation Branch	341-0474
NAVFAC MIDLANT Lab Services (LS)	341-0462, 341-0465 (fax)
NAVFAC MIDLANT Oil Recovery NAVFAC MIDLANT Pest Services	341-0412 341-0412, 341-0460

Regional Solid Waste and Recycling Program

Regional Director	341-1137
NAS Oceana / Dam Neck	433-2454
Joint Expeditionary Base Little Creek – Fort Story	462-7401
Naval Station Norfolk	445-8700
NSA Norfolk Naval Shipyard and Annexes	635-6310
NWS Yorktown / Cheatham Annex	887-4381
QRP-Qualified Recycling Program (Spent Brass)	433-2454 / 341-1136 / 636-4076

Defense Depot Norfolk Virginia (DDNV)

Note: headquartered on Naval Station Norfolk but services the Mid-Atlantic Region	
Compressed Gas Cylinder Yard	443-3142
Cylinder Technical Support	443-3385
	449-7880 (cell)
Material Offload Scheduling (Trucks)	443-3131 or 443-3146
Material Offload Scheduling (Ships)	443-3120
X-2, X-3 Material Issue	443-3150

DLA Aviation

Note: headquartered on Naval Station Norfolk but services the Mid-Atlantic Region	
Cylinder Information	804-279-5203
Cylinders with ODS	DSN 695-5203

DLA Disposition Services

Note: headquartered on Naval Station Norfolk but services the Mid-Atlantic Region	
St. Juliens Creek Division	396-0137 xt.13
Re-sale Information	444-5826
Hazardous Material Turn-in (Receiving)	445-4450/445-9476
Waste Disposal – Supervisor	444-7685
Waste Disposal – Specialist	445-4077
Waste Disposal – Specialist	445-2976
Electronic Waste (e-waste)	445-5115/2412

Fleet Industrial Supply Center (FISC)

Note: headquartered on Naval Station Norfolk but services the Mid-Atlantic Region	
LOGISTICS SUPPORT CENTER	443-1211
HAZMINCEN – NORFOLK LF-50 (HM support provided to Little Creek)	444-2024
HAZMINCEN – OCEANA Bldg. Z-826 (HM support provided to Northwest)	433-3730
HAZMINCEN – Ft. Eustis	878-2781
Reuse Store Facility (X-218)	445-7942
Reuse Store – Cylinder Issue	444-1810, 444-4528
Hazardous Material Program Office (HMPO) East	443-1312

Consolidated Hazardous Material Reutilization & Inventory Management Program (CHRIMP)

CHRIMP Afloat Project Manager	443-2549
CHRIMP Afloat Site Manager	443-2411
CHRIMP Afloat Support Bldg. W-143 (CG/DD/DDG/FFG/LPD)	443-2411/1311/2546/2547/2558/2410
CHRIMP Afloat Support Bldg. X-218 (AOE/CVN/LHA/LHD)	444-4789/0593
CHRIMP Afloat Support for Joint Expeditionary Base Little Creek – Fort Story West provided by HMPO office Norfolk (LSD, ARS/PC)	443-2411/1311/2546/2547/2558/2410

Other Commands/Departments

Commander Navy Region Mid-Atlantic Safety	322-2926 or 2927
NEMPU2	444-7671
Naval Air Technical Data & Engineering Service Command (NATEC)	https://mynatec.navair.navy.mil
PWC Maintenance Department – Norfolk	341-0788
PWC Transportation Department – Norfolk	341-0761
Port Operations	444-7345
Ship Support Office-Norfolk/JEFLCFS	445-7447/462-4090
Rag Recycling Contract Administrator	717-605-6856
Radiation Safety Office (RASO)	887-7610/887-4692

APPENDIX 2: INSTRUCTION FOR DD FORM 1348-1A, or HICSWIN DD FORM 1348-1

http://www.dispositionservices.dla.mil/turn-in/usable/dd1348-1a.pdf

I. GENERAL SAFE HANDLING GUIDANCE

1. Segregate material according to Federal Stock Class (FSC), compatibility and container size.
2. Segregate used from unused HM/HW.
3. Place leaking HM in appropriate salvage containers (5, 55, or 85 gallon).
4. Properly complete four copies of DD Form 1348-1A or HICSWIN 1348-1 for all waste turn-ins. Fax one copy to MIDLANT Environmental Services Desk (FAX: 341-0436) as follows:

II. REQUIREMENTS FOR DOCUMENTATION

NAVFAC MIDLANT, DRMO, & FISC require the following information on DD form 1348-1a, or Form 1348-1 created in HICSWIN**:**

Block:	02.	Activity generating the waste, (Ex. Building # or Command/Ship & Hull #).
	03.	Activity accepting the waste (Ex. MIDLANT, DRMO, FISC, or UIC, etc.)
	04.	Mark for “DISPOSAL,” “RECYCLING,” “REUSE,” ”MIDLANT,” “DRMO,” FISC,” etc.
	17.	Generic name of product (listing any known contaminants).
	18.	Type of container (Ex. 55 gallon, 5 gallon, 10 -lb. Box)
	19 (or 25-29)	Number of containers
	20.	Total Weight of Shipment (May leave blank if turned into MIDLANT, they will weigh the materials MIDLANT takes custody of.)
	24.	Unit Identification Code (UIC) Number.
	25.	FSC and NIIN (The National Stock Number). Include the manufacturer.
	Open Area	Additional data - Enter MSDS or profile number, if known.
	Open Area	Job Order Number (JON) (required for non-FLT activities)
	Open Area	A point of contact (who has knowledge about the process that generated the waste) and phone number and email address.
	Open Area	Indicate that waste is from a SAA or HWAA and include date of oldest drum.

Open Area All activities not using HICSWIN, list the process that generated the waste, (Ex. painting, degreasing, etc.)

Open Area Words “Approved for transfer” and a qualified signature

Open Area FISC ECAP stamp approval noted.

In addition to the general requirements, MIDLANT upon receipt of materials will add the following information:

Open Area Unique drum control number or barcode

22 MIDLANT will sign for custody of material (one copy return to client)

23 MIDLANT will enter date of acceptance.

For off-site transportation only:

16 MIDLANT will enter the DOT proper shipping name, UN or NA code, packing group, and EPA codes when appropriate.

20 When appropriate enter weight.

Open Area Emergency Response Guide number

In addition to the general requirements listed above, DRMO also requires the following information:

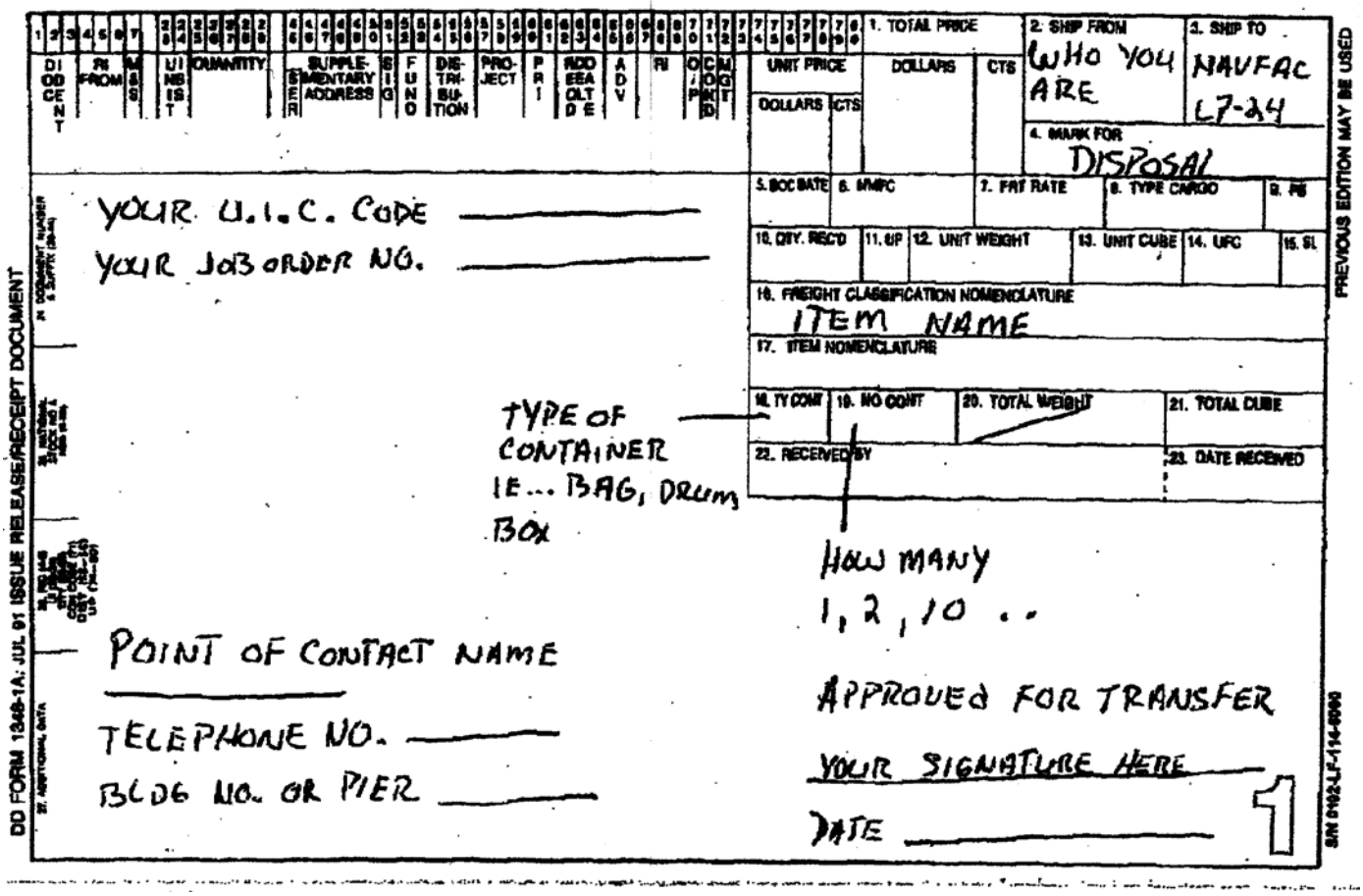
Boxes 52-53 Fund Code (Command Specific)

65-66 Demilitarization Code

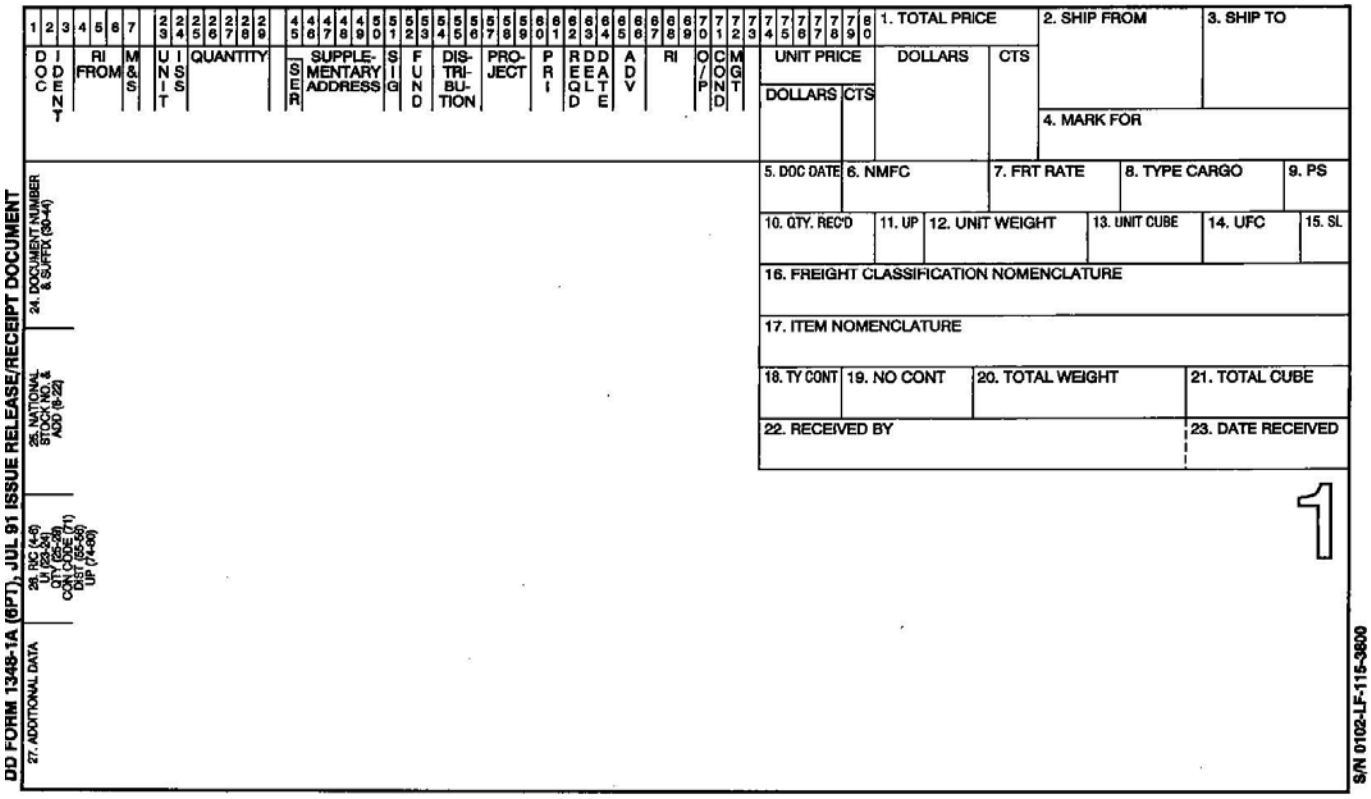
74-80 Unit Price

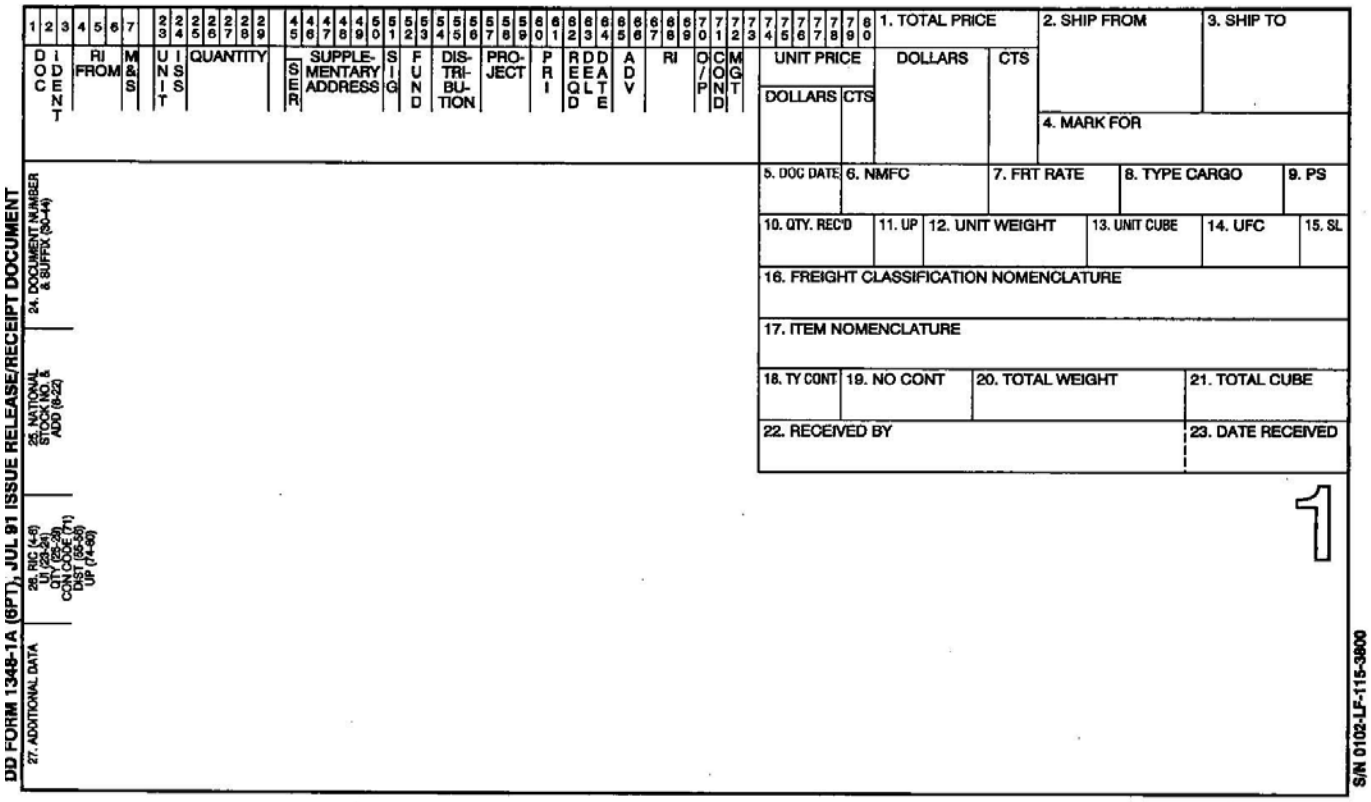
Open Area DOT Certification statement: "The HM is packaged in containers as prescribed in DOT HM Regulations 49 CFR parts 170-189." Please note that original containers meet this certification.

DD Form 1348-1A



Blank 1348-1A Form





HICSWIN DD Form 1348

1 TOTAL PRICE

2 SHIP FROM: V21247

3 SHIP TO: N00187

4 MARK FOR: PWC

DOC | IDENT | RI FROM | M+S | UNIT | ISS | QUANTITY | SER | SUPPLEMENTARY ADDRESS | SIG | FUND | DISTRIBUTION | PROJECT | PRI | REQD | DELD | DATE | ADV | RI | O/P | COND | MGT

CN 3

UNIT PRICE: DOLLARS | CTS

DOLLARS | CTS

24 DOCUMENT NUMBER + SUFFIX (30-44)

V2124730847002

HAZARDOUS MATERIAL

5 DOC DATE | 6 NMFC | 7 FRT RATE | 8 TYPE CARGO | 9 PS

10 QTY RECD | 11 UP | 12 UNIT WEIGHT | 13 UNIT CUBE | 14 UFC | 15 SL

16 FREIGHT CLASSIFICATION NOMENCLATURE

17 ITEM NOMENCLATURE

CLEANING LUBRICATING COMP

18 TY CONT | 19 NO CONT | 20 TOTAL WEIGHT | 21 TOTAL CUBE

22 RECEIVED BY | 23 DATE RECEIVED

25 NATIONAL STOCK NO + ADD (8-22)

6850000035295

26 RIC (4-6)
UI (23-24)
QTY (25-29)
CON CODE (71)
DIST (55-56)
UP (74-80)

Manufacturer Name: 4-TEK INDUSTRIES, INC.

Manufacturer Address:

ECAP

Date: Initials:

27 ADDITIONAL DATA

APPROVED FOR TRANSFER

SKC (SW) DAVIS

USS THEODORE ROOSEVELT (CVN-71)

APPENDIX 3: SPILL REPORTING PROCEDURES

1. In the event of a spill of oil or a hazardous substance, Navy personnel may take action to stop, reduce, or contain the spill, provided they have the proper training and equipment to do so without risking personal injury/contamination.

2. Report **ALL** spills to the Emergency Communications Center (ECC) immediately. Notify the ECC if any cleanup assistance required (i.e. MIDLANT Spill Response Team).

Naval Station Norfolk	444-3333
NAS Oceana	433-9111
Dam Neck Annex	433-9111
NWS Yorktown	887-4911
JEB Little Creek	462-4444
JEB Ft. Story	422-7141
NALF Fentress	433-9111
DFSP Craney Island	396-3333
NNSY	396-3333
ROTHR New Kent	887-4911
St. Helena Annex	911
NSA Northwest	911
Dare County	911
NMC Portsmouth	396-3333

ECC will dispatch the appropriate station Command Duty Officer (CDO) and the Station Fire Department to the spill location. Upon arrival of the Fire Department, the command who reported the spill will relay all of the pertinent information to the Fire Department, who will serve as the Incident Commander (IC) for the duration of the spill containment, clean up and investigation process. The following information should be obtained:

INFORMATION REQUIRED WHEN REPORTING A SPILL

Name of person reporting the spill.	Quantity spilled
Command of person reporting the spill.	Cause of spill
Location of spill, Date & time of Spill	Substance spilled
Weather conditions including wind direction and speed and cloud cover	
Slick description including color and size	
Clean-up information: method, time and person(s) performing the clean up.	
Spill Cleanup assistance requirements	
Notifications made to other commands.	

3. The National Response Center (NRC) will be notified by the Emergency Communication Center (ECC). The command responsible for spill must contact the Installation Environmental Office to ensure the spill information is available.

4. The command responsible for the spill is required to report the incident, by sending a Navy spill message, in accordance with COMNAVBASENORVA/SOPA(ADMIN)HAMPINST 5400.1F and OPNAVINST 5090.1C, 5090.3, and 3100.6H. CHECK WITH SPILL PM.

5. If there are any questions on spill reporting requirements, call your Environmental Media Manager or Installation Environmental Office for more information. Personnel that fail to report a spill or who submit false or misleading information may be subject to criminal sanctions, including fines and/or imprisonment.

APPENDIX 4: CONTAINER PROCUREMENT & MARKING DEVICES

CONTAINER PROCUREMENT

If original containers cannot be used to store the HW, acceptable containers may be obtained by the following methods:

1. The RRP has free, used drums on a limited basis. Contact the RRP for availability.

2. New or reconditioned drums can be purchased through FISC, contact FISC Customer Service for more details.

   - 55 gallon steel with bung openings: NSN 8110-00-292-9783
   - 55 gallon steel with open tops: NSN 8110-00-030-7780
   - 55 gallon plastic with bung opening: NSN 8110-01-150-0677

3. Other containers may be used if they meet the DOT container requirements. Any container used to store a hazardous waste must be made of or lined with materials, which will not react with, and are compatible with the item(s) to be stored inside them. The container must possess the ability to hold the waste without being impaired. The containers must be able to be secured/sealed to ensure the contents will not spill during routine storage or transportation.

4. Empty drums can be obtained through the NAVFAC MIDLANT ESD who will provide containers as a last resort with a DD- 1348.

MARKING DEVICES

Paint Pens may be used to mark the containers with the proper information. Ordering information for Paint Pens is listed below:

- White Paint Pen NSN 7520-01-207-4149
- Red Paint Pen NSN 7520-01-207-4161
- Yellow Paint Pen NSN 7520-01-207-4165
- Gold Paint Pen NSN 7520-01-207-4166

APPENDIX 5: SITE GUIDANCE for SATELLITE ACCUMULATION AREAs

Enclosure: Inspection Checklist for Satellite Accumulation Area (SAA)

HW Satellite Accumulation Area

CHECK TO ENSURE

- Drums are kept closed except when adding waste
- HW labels are facing outward
- Secondary containment is clean (if applicable)
- Max Capacity: 55-gallons, regardless of the # of HW containers
- When HW containers are 75% full, arrange for pickup (341-0412/ 0460)
- Do not date drum until is full (3 days to move to <90 days or dispose)

HW Container ***Legally Required*** Label

Please call the Hazardous Waste Manager with any HW issues: _____

If an uncontrolled spill occurs , please call _____

SATELLITE ACCUMULATION AREA (SAA) CHECKLIST

INSPECTOR	INSPECTION DATE/TIME		AREA
HW CUSTODIAN	PHONE NUMBER	HW TRAINING DATE	CODE/UNIT

All checklist questions must be answered. All "NO" answers require the violation to be noted and corrected unless otherwise noted. Comment may include violation description, action, date action completed, and other pertinent details.

SATELLITE ACCUMULATION AREA Compliance Questions	***Circle Answer***	***Comment***
1. Is the SATELLITE ACCUMULATION AREA near the point of generation and under control of the operator of the process generating the waste?	Yes No	
2. Is the area free of any spills or container overfills (waste product on the container lid) and is good housekeeping maintained?	Yes No	
3. Is a fire extinguisher located and available within 50 feet and is the inspection current?	Yes No	
4. Is spill control equipment (Example: absorbents) available at the SATELLITE ACCUMULATION AREA?	Yes No	
5. Is the HW operator/site custodian annual training up to date?	Yes No	
6. Is a "SATELLITE ACCUMULATION AREA" sign with Primary and Alternate emergency contact information posted at the site?	Yes No	
7. Is a "NO SMOKING" Sign posted at the Satellite Accumulation Area?	Yes No	
If there is no hazardous waste currently stored at the site answer N/A for the remainder of checklist.		
8. Is the total volume of hazardous waste 55 gallons or less (OR 1 quart or less of acutely hazardous waste)?	Yes No N/A	
9. Are containers kept sealed at all times except when waste is added?	Yes No N/A	
10. Are containers in good condition (non-leaking or non-corroded) and compatible with the waste stored in them? (Example of incompatibility: corrosive waste in a metal drum).	Yes No N/A	
11. HW Labeling Checks		
a. does each HW container have a HW label?	Yes No N/A	
b. clearly visible and facing out for inspection?	Yes No N/A	
c. include the words, "HAZARDOUS WASTE?"	Yes No N/A	
d. include specific contents of the waste(s)?	Yes No N/A	
e. include the accumulation date? (Containers must only be dated once the total volume of the SATELLITE ACCUMULATION AREA reaches 55 gallons, or one quart of acute HW, then all the wastes must be removed within 72 hours).	Yes No N/A	
12. If the Satellite Accumulation Area container (I.E. 55 Gallon) has reached capacity has the container been dated and moved to the Hazardous Waste Accumulation Area site within 72 hours?	Yes No N/A	

For Environmental Personnel Only:
Check Inspection Type: Oversight___; Setup___; Closeout___

APPENDIX 6: SITE GUIDANCE for HAZARDOUS WASTE ACCUMULATION AREA

Enclosure: Hazardous Waste Accumulation Area Inspection Checklist for Containers Less Than or Equal to 119 Gallons.

HW (<90 Day) Accumulation Area

CHECK TO ENSURE

- Drums are kept closed except when adding waste
- HW labels are facing outward
- Secondary containment is clean
- Contact Environmental Services (341-0412/0460) to arrange HW container pickup no later than the 45th day from **ASD**
- Site **MUST** be inspected every 7 days (records kept for 3 years)
- Aisle space **MUST** allow for removal of HW and a 360 degree inspection
- No limit on volume storage

HW Container ***Legally Required*** Label

Must have a start date if waste is placed in drum (**ASD**)

Must identify type of waste

Please call the Hazardous Waste Manager with any HW issues: _____

If an uncontrolled spill occurs , please call _____

HAZARDOUS WASTE ACCUMULATION AREA (HWAA) CHECKLIST

INSPECTOR	INSPECTION DATE/TIME		AREA
HW CUSTODIAN	PHONE NUMBER	HW TRAINING DATE	CODE/UNIT

All checklist questions must be answered. All "NO" answers require the violation to be noted and corrected unless otherwise noted. Comment may include violation description, action, date action completed, and other pertinent details.

HAZARDOUS WASTE ACCUMULATION AREA Compliance Questions	***Circle Answer***	***Comment***
1. Are good housekeeping standards employed?	Yes No	
2. Is the area free of any spills or container overfills (waste product on the container lid)?	Yes No	
3. Is a fire extinguisher located and available within 50 feet and is Inspection current?	Yes No	
4. Is spill control equipment (examples: absorbents) available at the Site?	Yes No	
5. Are HAZARDOUS WASTE inspections conducted and properly documented every 7 days?	Yes No	
6. Are HAZARDOUS WASTE inspection records kept for 3 years?	Yes No	
7. Is the HW operator/site custodian annual training up to date?	Yes No	
8. Is a "HAZARDOUS WASTE ACCUMULATION AREA" sign with Primary and Alternate emergency contact information posted at the site?	Yes No	
9. Is a "NO SMOKING" sign posted?	Yes No	
If there is no hazardous waste currently stored at the site answer N/A for the remainder of checklist.		
10. Are HAZARDOUS WASTE containers in good condition (non-leaking or non-corroded) and compatible with the waste stored in them?	Yes No N/A	
11. For hazardous waste containing volatile organics, are individual HAZARDOUS WASTE containers either (circle applicable items)		
a. less than 26 gallons?	Yes No N/A	
b. 26 or greater but less than 119 gallons; and DOT approved?	Yes No N/A	
c. Is air emissions documentation allowing non-DOT containers maintained with the inspection records?	Yes No N/A	
12. Are incompatible wastes separated by a wall, berm, or overpack to prevent mixing?	Yes No N/A	
13. Are HAZARDOUS WASTE containers kept sealed except when waste is being added or removed?	Yes No N/A	
14. HW Labels **a.** does each HW container have a HW label?	Yes No N/A	
b. clearly visible and facing out for inspection?	Yes No N/A	
c. include the words, "HAZARDOUS WASTE?"	Yes No N/A	
d. include specific contents of the waste(s)?	Yes No N/A	
e. include the accumulation date?	Yes No N/A	
15. Are old Hazardous Waste labels & markings removed?	Yes No N/A	
16. Date of oldest HW container in the HWAA.		
17. Has a pickup request been submitted for all HW containers that have been accumulating for more than 45 days?	Yes No N/A	
18. Are adequate aisle spaces maintained for incident response?	Yes No N/A	

For Environmental Personnel Only: Check Inspection Type: Oversight___; Setup___; Closeout___

APPENDIX 7: SITE GUIDANCE for UNIVERSAL WASTE ACCUMULATION AREA

Enclosure: Universal Waste Accumulation Area (UWAA) Inspection Checklist

Universal Waste Accumulation Area

CHECK TO ENSURE

- Drum lids are secure and boxes sealed
- UW labels are facing outward
- **ASD** reflects the date when item is put at site
- Arrange for pickup (341-0412/0460) no later than the 270th day (9 months) from **ASD**

UW Container ***Legally Required*** Label

Please call the HW Manager with any HW issues:

_____

If an uncontrolled spill occurs , please call _____

UNIVERSAL WASTE ACCUMULATION AREA (UWAA) CHECKLIST

INSPECTOR	INSPECTION DATE/TIME		AREA
HW CUSTODIAN	PHONE NUMBER	HW TRAINING DATE	CODE/UNIT

All checklist questions must be answered. All "NO" answers require the violation to be noted and corrected unless otherwise noted. Comment may include violation description, action, date action completed, and other pertinent details.

UNIVERSAL WASTE ACCUMULATION AREA Compliance Questions	***Circle Answer***	***Comment***
1. Is the area free of any spills or container overfills (waste product on the container lid)?	Yes No	
2. Area good housekeeping standards employed?	Yes No	
3. Is a fire extinguisher located and available within 50 feet and is Inspection current?	Yes No	
4. Is spill control equipment (examples: absorbents) available at the Site?	Yes No	
5. Is the HW operator/site custodian annual training up to date?	Yes No	
6. Is a "UNIVERSAL WASTE ACCUMULATION AREA" sign with Primary and alternate emergency contact information posted at the site?	Yes No	
7. Is a "NO SMOKING" sign posted?	Yes No	
If there is no Universal Waste currently stored at the site answer N/A for the remainder of checklist.		
8. Are Universal Waste containers kept sealed except when waste is being added or removed?	Yes No N/A	
9. Are Universal Waste containers in good condition (non-leaking or non-corroded) and compatible with the waste stored in them?	Yes No N/A	
10. Is each Universal Waste item or the container for the Universal Waste(s) labeled or marked with one of the following phrases? Circle the applicable item:		
a. "Universal Waste – Battery(ies)", or	Yes No N/A	
b. "Universal Waste – Pesticide(s)", or	Yes No N/A	
c. "Universal Waste – Mercury Containing Equipment", or	Yes No N/A	
d. "Universal Waste – Lamp(s)"	Yes No N/A	
11. Is each Universal Waste container for the universal waste(s) labeled with the accumulation start date?	Yes No N/A	
12. Are adequate aisle spaces maintained for incident response?	Yes No N/A	
13. Date of oldest UW container in the UWAA.		
14. Has a pickup request been submitted for all UW containers that have been accumulating for no more than 270 days (9 months)?	Yes No N/A	
15. Is the Universal Waste segregated/packaged and/or stored correctly? (i.e. Waste lithium batteries individually wrapped/packaged).	Yes No N/A	

For Environmental Personnel Only:
Check Inspection Type: Oversight___; Setup___; Closeout___

APPENDIX 8: PROCEDURE FOR ESTABLISHING A JOB ORDER NUMBER

In order to provide service to any customer, a job order number (JON) must be established with the NAVFAC Midlant Financial Management Business Line, Accounts Receivable Department.

To establish a job order number the customer must provide a Funding Document (NAVCOMPT form 2275) or a Requisition & Invoice (form DD-1149). The funding document should state under the description of work "MIDLANT ENVIRONMENTAL SERVICES " at minimum and should list the type of work requested. Forms may be obtained at the comptrollers' office for each command (phone: 341-1325/1318). A copy of the completed funding document must be sent to NAVFAC-MIDLANT (Accounts Receivable), FAX # (757) 341-1318. The NAVFAC MIDLANT Accounts Receivable Department can assign a job order as soon as the funding document is received. Work may be requested as soon as a valid JON is established.

Call2Recycle
Rechargeable Battery Recycling Program Management Guidelines

This program is designed to recycle your old, rechargeable batteries from items such as cell phones, lab tops, power tools, etc. at no costs to your facility. Rechargeable batteries meet the definition of Universal Waste and must be properly managed during accumulation and sent for proper disposal or recycling.

Contact your installation Hazardous Waste (HW) Media Manager to get started with your own Call2Recycle collection box.

1) The HW Media Manager will provide the proper tools and training to successfully manage and recycle your rechargeable batteries. In addition to the provided on-site training, web based training may be accessed at https://navfac.ecatts.com/start.

2) A POC will be designated as the responsible person for the collection box at the time it is established. The name and number of this POC will be documented on a site specific sign provided by the HW Media Manager. **Only this POC and those trained on the Call2Recycle program will be allowed to bag and place batteries into the collection box.** The sign also provides the POC with a battery recycling guide for reference.

3) Each battery shall be packaged in accordance with the directions on the box. Leaking or damaged batteries cannot be recycled and should be disposed of as HW. Your HW Media Manager can assist with this process. Adhering to these directions will help ensure safe storage.

4) The box must be dated when the very first battery is placed in it. Once the collection box is full or the 270 day limit has been reached (whichever comes first), tape the box closed and ship through UPS.

5) The collection boxes are already properly labeled and marked to comply with DOT and EPA regulations so additional labels or markings will not be required.

6) Site inspections will be performed quarterly by Environmental to check for site safety, proper storage and correct batteries.

7) Please coordinate with the HW Media Manager to receive new collection boxes.

HW Compliance Director	341-0400
Hazardous Waste Media Manager By Installation	
Naval Station Norfolk, Craney Island, NSA Norfolk	341-0380
NWS Yorktown, Cheatham Annex, New Kent, St. Julien's Creek Annex, Southgate Annex, Scott Creek Annex, NMCP	341-0405
Joint Expeditionary Base Little Creek – Fort Story	341-0403
NAS Oceana, Dam Neck Annex, Northwest, Fentress, Dare County	341-0409

* Central POC for questions or issues is Mike Therrien (341-0409).
* Call2Recyle center - military@call2recycle.org or 1-877-2-RECYCLE

Table 1 – Spill Reporting Contact Numbers			
INSTALLATION	**Emergency Contact**	**CDO**	**Environmental**
NWS Yorktown Cheatham Annex Yorktown Fuels	**757-887-4911** (ECC)	757-268-6250	757-887-4086 757-887-4881 757-636-4494 757-887-4095
Naval Air Station Oceana Dam Neck Annex Naval Auxiliary Landing Field Fentress	**911** (ECC)	757-433-2366	757-433-3435 757-433-3437 757-433-3439 757-433-2131 757-328-4673
Dare County Bombing Range	**911** (Local Emergency Services)	757-433-2366	757-421-8114 757-433-3435 757-433-3437 757-433-2131 after hours: 757-636-4256 or 757-943-0991
Defense Fuel Support Point Craney Island (see DFSP Craney Island's 'Red Plan')	**757-396-3333** (NNSY ECC)	757-322-2365	757-635-5740 757-341-0523
Joint Expeditionary Base Little Creek	**757-462-4444** (ECC)	757-462-7385 or 757-438-3930	757-462-5350 757-462-5361 757-462-5355 757-462-5356 757-462-5353
Joint Expeditionary Base Fort Story	**757-422-7141** (ECC)	757-462-7385or 757-438-3930	757-462-5350 757-462-5361 757-462-5355 757-462-5356 757-422-7344 ext 225
Naval Station Norfolk	**757-444-3333** (ECC)	757-438-3860	757-341-0523 757-341-0516
Naval Support Activity Hampton Roads	**757-444-3333** (ECC)	757-438-3402	757-836-1862
Norfolk Naval Shipyard St. Juliens Creek Annex Scott Center Annex Southgate Annex	**757-396-3333** (NNSY ECC)	757-396-3222	757-396-8270
St. Helena Annex	**911** (Local Emergency Services)	757-396-3222	757-396-8270
Naval Support Activity Northwest	**911** (Chesapeake Emergency Services)	757-438-3503	757-421-8114 757-650-7286 after hours: 757-636-4256 or 757-943-0991
ROTHR New Kent	**757-887-4911** (ECC)	757-268-6250	757-887-4086 or 757-887-4881
Naval Medical Center Portsmouth	**757-396-3333**	757-396-3222	757-396-8270

SECTION 01 74 19

CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL
02/19, CHG 3: 11/21

PART 1 GENERAL

1.1 DEFINITIONS

1.1.1 Co-mingle

The practice of placing unrelated materials together in a single container, usually for benefits of convenience and speed.

1.1.2 Construction Waste

Waste generated by construction activities, such as scrap materials, damaged or spoiled materials, temporary and expendable construction materials, and other waste generated by the workforce during construction activities.

1.1.3 Demolition Debris/Waste

Waste generated from demolition activities, including minor incidental demolition waste materials generated as a result of Intentional dismantling of all or portions of a building, to include clearing of building contents that have been destroyed or damaged.

1.1.4 Disposal

Depositing waste in a solid waste disposal facility, usually a managed landfill or incinerator, regulated in the US under the Resource Conservation and Recovery Act (RCRA).

1.1.5 Diversion

The practice of diverting waste from disposal in a landfill or incinerator, by means of eliminating or minimizing waste, or reuse of materials.

1.1.6 Final Construction Waste Diversion Report

A written assertion by a material recovery facility operator identifying constituent materials diverted from disposal, usually including summary tabulations of materials, weight in short-ton.

1.1.7 Recycling

The series of activities, including collection, separation, and processing, by which products or other materials are diverted from the solid waste stream for use in the form of raw materials in the manufacture of new products sold or distributed in commerce, or the reuse of such materials as substitutes for goods made of virgin materials, other than fuel.

1.1.8 Reuse

The use of a product or materials again for the same purpose, in its

original form or with little enhancement or change.

1.1.9 Salvage

Usable, salable items derived from buildings undergoing demolition or deconstruction, parts from vehicles, machinery, other equipment, or other components.

1.1.10 Source Separation

The practice of administering and implementing a management strategy to identify and segregate unrelated waste at the first opportunity.

1.2 CONSTRUCTION WASTE (INCLUDES DEMOLITION DEBRIS/WASTE)

Divert a minimum of 60 percent by weight of the project construction waste and demolition debris/waste from the landfill or incinerator. Follow applicable industry standards in the management of waste. Apply sound environmental principles in the management of waste. (1) Practice efficient waste management when sizing, cutting, and installing products and materials and (2) use all reasonable means to divert construction waste and demolition debris/waste from landfills and incinerators and to facilitate the recycling or reuse of excess construction materials.

1.3 CONSTRUCTION WASTE MANAGEMENT

Implement a Construction Waste Management Program for the project. Take a pro-active, responsible role in the management of construction construction waste, recycling process, disposal of demolition debris/waste, and require all subcontractors, vendors, and suppliers to participate in the Construction Waste Management Program. Establish a process for clear tracking, and documentation of construction waste and demolition debris/waste.

1.3.1 Implementation of Construction Waste Management Program

Develop and document how the Construction Waste Management Program will be implemented in a Construction Waste Management Plan. Submit a Construction Waste Management Plan to the Contracting Officer for approval. Construction waste and demolition debris/waste materials include un-used construction materials not incorporated in the final work, as well as demolition debris/waste materials from demolition activities or deconstruction activities. In the management of waste, consider the availability of viable markets, the condition of materials, the ability to provide material in suitable condition and in a quantity acceptable to available markets, and time constraints imposed by internal project completion mandates.

1.3.2 Oversight

The Environmental Manager, as specified in Section 01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS, is responsible for overseeing and documenting results from executing the Construction Waste Management Plan for the project.

1.3.3 Special Programs

Implement special programs involving rebates or similar incentives related to recycling of construction waste and demolition debris/waste materials.

Retain revenue or savings from salvaged or recycling, unless otherwise directed. Ensure firms and facilities used for recycling, reuse, and disposal are permitted for the intended use to the extent required by federal, state, and local regulations.

1.3.4 Special Instructions

Provide on-site instruction of appropriate separation, handling, recycling, salvage, reuse, and return methods to be used by all parties at the appropriate stages of the projects. Designation of single source separating or commingling will be clearly marked on the containers.

1.3.5 Waste Streams

Delineate waste streams and characterization, including estimated material types and quantities of waste, in the Construction Waste Management Plan. Manage all waste streams associated with the project. Typical waste streams are listed below. Include additional waste steams not listed:

a. Land Clearing Debris

b. Asphalt

c. Masonry and CMU

d. Concrete

e. Metals (Includes, but is not limited to, banding, stud trim, ductwork, piping, rebar, roofing, other trim, steel, iron, galvanized, stainless steel, aluminum, copper, zinc, bronze.)

f. Wood (nails and staples allowed)

g. Glass

h. Paper

i. Plastics (PET, HDPE,PVC,LDPE,PP,PS, Other)

j. Gypsum

k. Non-hazardous paint and paint cans

l. Carpet

m. Ceiling Tiles

n. Insulation

o. Beverage Containers

1.4 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Construction Waste Management Plan; G

SD-11 Closeout Submittals

Final Construction Waste Diversion Report;

1.5 MEETINGS

Conduct Construction Waste Management meetings. After award of the Contract and prior to commencement of work, schedule and conduct a meeting with the Contracting Officer to discuss the proposed Construction Waste Management Plan and to develop a mutual understanding relative to the management of the Construction Waste Management Program and how waste diversion requirements will be met.

The requirements of this meeting may be fulfilled during the coordination and mutual Understanding meeting outlined in Section 01 45 00 QUALITY CONTROL. At a minimum, discuss and document waste management goals at following meetings:

a. Preconstruction meeting.

b. Regular Quality Control meetings.

c. Work safety meeting (if applicable).

1.6 CONSTRUCTION WASTE MANAGEMENT PLAN

Submit Construction Waste Management Plan within 15 calendar days after contract award. Revise and resubmit Construction Waste Management Plan as necessary, in order for construction to begin. Execute demolition or deconstruction activities in accordance with Section 02 41 00 DEMOLITION AND DECONSTRUCTION. Manage demolition debris/waste or deconstruction materials in accordance with the approved construction waste management plan.

An approved Construction Waste Management Plan will not relieve the Contractor of responsibility for compliance with applicable environmental regulations or meeting project cumulative waste diversion requirement. Ensure all subcontractors receive a copy of the approved Construction Waste Management Plan. The plan demonstrates how to meet the project waste diversion requirement. Also, include the following in the plan:

a. Identify the names of individuals responsible for waste management and waste management tracking, along with roles and responsibilities on the project.

b. Actions that will be taken to reduce solid waste generation, including coordination with subcontractors to ensure awareness and participation.

c. Description of the regular meetings to be held to address waste management.

d. Description of the specific approaches to be used in recycling/reuse of the various materials generated, including the areas on site and equipment to be used for processing, sorting, and temporary storage of materials.

e. Name of landfill and incinerator to be used.

f. Identification of local and regional re-use programs, including non-profit organizations such as schools, local housing agencies, and organization that accept used materials such as material exchange networks and resale stores. Include the name, location, phone number for each re-use facility identified, and provide a copy of the permit or license for each facility.

g. List of specific materials, by type and quantity, that will be salvaged for resale, salvaged and reused on the current project, salvaged and stored for reuse on a future project, or recycled. Identify the recycling facilities by name, address, and phone number.

h. Identification of materials that cannot be recycled or reused with an explanation or justification, to be approved by the Contracting Officer.

i. Description of the means by which materials identified in item (g) above will be protected from contamination.

j. Description of the means of transportation of the recyclable materials (whether materials will be site-separated and self-hauled to designated centers, or whether mixed materials will be collected by a waste hauler and removed from the site).

k. Copy of training plan for subcontractors and other services to prevent contamination by co-mingling materials identified for diversion and waste materials.

Distribute copies of the waste management plan to each subcontractor, Environmental Manager, and the Contracting Officer.

1.7 RECORDS (DOCUMENTATION)

1.7.1 General

Maintain records to document the types and quantities of waste generated and diverted though re-use, recycling and sale to third parties; through disposal to a landfill or incinerator facility. Provide explanations for materials not recycled, reused or sold. Collect and retain manifests, weight tickets, sales receipts, and invoices specifically identifying diverted project waste materials or disposed materials.

1.7.2 Accumulated

Maintain a running record of materials generated and diverted from landfill disposal, including accumulated diversion rates for the project. Make records available to the Contracting Officer during construction or incidental demolition activities. Provide a copy of the diversion records to the Contracting Officer upon completion of the construction, incidental demolitions or minor deconstruction activities.

1.8 FINAL CONSTRUCTION WASTE DIVERSION REPORT

A Final Construction Waste Diversion Report is required at the end of the project. Provide Final Construction Waste Diversion Report 60 days prior to the Beneficial Occupancy Date (BOD). The final Construction Waste

Diversion Report must be included in the Sustainability eNotebook in accordance with Section 01 33 29 SUSTAINABILITY REQUIREMENTS AND REPORTING.

1.9 COLLECTION

Collect, store, protect, and handle reusable and recyclable materials at the site in a manner which prevents contamination, and provides protection from the elements to preserve their usefulness and monetary value. Provide receptacles and storage areas designated specifically for recyclable and reusable materials and label them clearly and appropriately to prevent contamination from other waste materials. Keep receptacles or storage areas neat and clean.

Train subcontractors and other service providers to either separate waste streams or use the co-mingling method as described in the Construction Waste Management Plan. Handle hazardous waste and hazardous materials in accordance with applicable regulations and coordinate with Section 01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS. Separate materials by one of the following methods described herein:

1.9.1 Source Separation Method

Separate waste products and materials that are recyclable from trash and sort as described below into appropriately marked separate containers and then transport to the respective recycling facility for further processing. Deliver materials in accordance with recycling or reuse facility requirements (e.g., free of dirt, adhesives, solvents, petroleum contamination, and other substances deleterious to the recycling process). Separate materials into the category types as defined in the Construction Waste Management Plan.

1.9.2 Co-Mingled Method

Place waste products and recyclable materials into a single container and then transport to an authorized recycling facility, which meets all applicable requirements to accept and dispose of recyclable materials in accordance with all applicable local, state and federal regulations. The Co-mingled materials must be sorted and processed in accordance with the approved Construction Waste Management Plan.

1.9.3 Other Methods

Other methods proposed by the Contractor may be used when approved by the Contracting Officer.

1.10 DISPOSAL

Control accumulation of waste materials and trash. Recycle or dispose of collected materials off-site at intervals approved by the Contracting Officer and in compliance with waste management procedures as described in the waste management plan. Except as otherwise specified in other sections of the specifications, dispose of in accordance with the following:

1.10.1 Reuse

Give first consideration to reusing construction and demolition materials as a disposition strategy. Recover for reuse materials, products, and components as described in the approved Construction Waste Management

Plan. Coordinate with the Contracting Officer to identify onsite reuse opportunities or material sales or donation available through Government resale or donation programs. Sale of recovered materials is not allowed on the Installation. Consider the use of surplus industrial supply broker services, who match entities with reusable or repurpose industrial materials with entities with need of such materials.

1.10.2 Recycle

Recycle non-hazardous construction and demolition/debris materials that are not suitable for reuse. Track rejection of contaminated recyclable materials by the recycling facility. Rejected recyclables materials will not be counted as a percentage of diversion calculation. Recycle all fluorescent lamps, HID lamps, mercury (Hg) -containing thermostats and ampoules, and PCBs-containing ballasts and electrical components as directed by the Contracting Officer. Do not crush lamps on site as this creates a hazardous waste stream with additional handling requirements.

1.10.3 Waste

Dispose by landfill or incineration only those waste materials with no practical use, economic benefit, or recycling opportunity.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used. -- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 78 00

CLOSEOUT SUBMITTALS
05/19, CHG 1: 08/21

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM E1971	(2024) Standard Guide for Stewardship for the Cleaning of Commercial and Institutional Buildings

GREEN SEAL (GS)

GS-37	(2017) Cleaning Products for Industrial and Institutional Use

U.S. DEPARTMENT OF DEFENSE (DOD)

FC 1-300-09N	(2024) Navy and Marine Corps Design
UFC 1-300-08	(2023) Criteria for Transfer and Acceptance of DoD Real Property

1.2 DEFINITIONS

1.2.1 As-Built Drawings

As-built drawings are the marked-up drawings, maintained by the Contractor on-site, that depict actual conditions and deviations from the Contract Documents. These deviations and additions may result from coordination required by, but not limited to: contract modifications; official responses to submitted Requests for Information (RFI's); direction from the Contracting Officer; design that is the responsibility of the Contractor, and differing site conditions. Maintain the as-builts throughout construction as red-lined hard copies on site. These files serve as the basis for the creation of the record drawings.

1.2.2 Record Drawings

The record drawings are the final compilation of actual conditions reflected in the as-built drawings.

1.3 SOURCE DRAWING FILES

Request the full set of electronic drawings, in the source format, for Record Drawing preparation, after award and at least 30 days prior to required use.

1.3.1 Terms and Conditions

Data contained on these electronic files must not be used for any purpose other than as a convenience in the preparation of construction drawings and data for the referenced project. Any other use or reuse is at the sole risk of the Contractor and without liability or legal exposure to the Government. The Contractor must make no claim and waives to the fullest extent permitted by law, any claim or cause of action of any nature against the Government, its agents or sub consultants that may arise out of or in connection with the use of these electronic files. The Contractor must, to the fullest extent permitted by law, indemnify and hold the Government harmless against all damages, liabilities or costs, including reasonable attorney's fees and defense costs, arising out of or resulting from the use of these electronic files.

These electronic CAD drawing files are not construction documents. Differences may exist between the CAD files and the corresponding construction documents. The Government makes no representation regarding the accuracy or completeness of the electronic CAD files, nor does it make representation to the compatibility of these files with the Contractor hardware or software. In the event that a conflict arises between the signed and sealed construction documents prepared by the Government and the furnished Source drawing files, the signed and sealed construction documents govern. The Contractor is responsible for determining if any conflict exists. Use of these Source Drawing files does not relieve the Contractor of duty to fully comply with the contract documents, including and without limitation, the need to check, confirm and coordinate the work of all contractors for the project. If the Contractor uses, duplicates or modifies these electronic source drawing files for use in producing construction drawings and data related to this contract, remove all previous indicia of ownership (seals, logos, signatures, initials and dates).

1.4 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

Warranty Management Plan

Warranty Tags

Final Cleaning

Spare Parts Data

SD-08 Manufacturer's Instructions

Posted Instructions

SD-10 Operation and Maintenance Data

Operation and Maintenance Manuals; G

SD-11 Closeout Submittals

As-Built Drawings; G

Record Drawings; G

As-Built Record of Equipment and Materials

Interim DD FORM 1354; G

High Performance and Sustainable Building (HPSB) Checklist; G

List Of Installed Building Equipment Items For DD Form 1354

1.5 SPARE PARTS DATA

Submit two copies of the Spare Parts Data list.

a. Indicate manufacturer's name, part number, and stock level required for test and balance, pre-commissioning, maintenance and repair activities. List those items that may be standard to the normal maintenance of the system.

1.6 WARRANTY MANAGEMENT

1.6.1 Warranty Management Plan

Develop a warranty management plan which contains information relevant to FAR 52.246-21 Warranty of Construction. At least 30 days before the planned pre-warranty conference, submit one set of the warranty management plan. Include within the warranty management plan all required actions and documents to assure that the Government receives all warranties to which it is entitled. The plan narrative must contain sufficient detail to render it suitable for use by future maintenance and repair personnel, whether tradesmen, or of engineering background, not necessarily familiar with this contract. The term "status" as indicated below must include due date and whether item has been submitted or was accomplished. Submit warranty information, made available during the construction phase, to the Contracting Officer for approval prior to each monthly pay estimate. Assemble approved information in a binder and turn over to the Government upon acceptance of the work. The construction warranty period must begin on the date of project acceptance and continue for the full product warranty period. Conduct a joint 4 month and 9 month warranty inspection, measured from time of acceptance; with the Contractor, Contracting Officer and the Customer Representative. The warranty management plan must include, but is not limited to, the following:

a. Roles and responsibilities of personnel associated with the warranty process, including points of contact and telephone numbers within the organizations of the Contractors, subcontractors, manufacturers or suppliers involved.

b. For each warranty, the name, address, telephone number, and e-mail of each of the guarantor's representatives nearest to the project location.

c. A list and status of delivery of Certificates of Warranty for extended warranty items, including roofs, HVAC balancing, pumps, motors, transformers, and for commissioned systems, such as fire protection and alarm systems, sprinkler systems, and lightning protection systems.

d. Warranted Equipment and Materials list for each warranted equipment, item, feature of construction or system indicating:

(1) Name of item.
(2) Model and serial numbers.
(3) Location where installed.
(4) Name and phone numbers of manufacturers or suppliers.
(5) Names, addresses and telephone numbers of sources of spare parts.
(6) Warranties and terms of warranty. Include one-year overall warranty of construction, including the starting date of warranty of construction. Items which have warranties longer than one year must be indicated with separate warranty expiration dates.
(7) Cross-reference to warranty certificates as applicable.
(8) Starting point and duration of warranty period.
(9) Summary of maintenance procedures required to continue the warranty in force.
(10) Cross-reference to specific pertinent Operation and Maintenance manuals.
(11) Organization, names and phone numbers of persons to call for warranty service.
(12) Typical response time and repair time expected for various warranted equipment.

e. The plans for attendance at the 4 and 9 month post-construction warranty inspections conducted by the Government.

f. Procedure and status of tagging of equipment covered by warranties longer than one year.

g. Copies of instructions to be posted near selected pieces of equipment where operation is critical for warranty or safety reasons.

1.6.2 Performance Bond

The Performance Bond must remain effective throughout the construction and warranty period.

a. In the event the Contractor fails to commence and diligently pursue any construction warranty work required, the Contracting Officer will have the work performed by others, and after completion of the work, will charge the remaining construction warranty funds of expenses incurred by the Government while performing the work, including, but not limited to administrative expenses.

b. In the event sufficient funds are not available to cover the construction warranty work performed by the Government at the Contractor's expense, the Contracting Officer will have the right to recoup expenses from the bonding company.

c. Following oral or written notification of required construction warranty repair work, respond in a timely manner. Written verification will follow oral instructions. Failure to respond will be cause for the Contracting Officer to proceed against the Contractor.

1.6.3 Pre-Warranty Conference

Prior to contract completion, and at a time designated by the Contracting Officer, meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of this section. At this

meeting, establish and review communication procedures for Contractor notification of construction warranty defects, priorities with respect to the type of defect, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer for the execution of the construction warranty In connection with these requirements and at the time of the Contractor's quality control completion inspection, furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue construction warranty work action on behalf of the Contractor. This point of contact must be located within the local service area of the warranted construction, be continuously available, and be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of its responsibilities in connection with other portions of this provision.

1.6.4 Warranty Tags

At the time of installation, tag each warranted item with a durable, oil and water resistant tag approved by the Contracting Officer. Attach each tag with a copper wire and spray with a silicone waterproof coating. Also, submit two record copies of the warranty tags showing the layout and design. The date of acceptance and the QC signature must remain blank until the project is accepted for beneficial occupancy. Show the following information on the tag.

Type of product/material	
Model number	
Serial number	
Contract number	
Warranty period from/to	
Inspector's signature	
Construction Contractor	
Address	
Telephone number	
Warranty contact	
Address	
Telephone number	
Warranty response time priority code	

WARNING - PROJECT PERSONNEL TO PERFORM ONLY OPERATIONAL MAINTENANCE DURING THE WARRANTY PERIOD.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.1 AS-BUILT DRAWINGS

Provide and maintain two black line print copies of the PDF contract drawings for As-Built Drawings. Maintain the as-builts throughout construction as red-lined hard copies on site or red-lined PDF files. Submit As-Built Drawings 30 days prior to Beneficial Occupancy Date (BOD).

3.1.1 Markup Guidelines

Make comments and markup the drawings complete without reference to letters, memos, or materials that are not part of the As-Built drawing. Show what was changed, how it was changed, where item(s) were relocated and change related details. These working as-built markup prints must be neat, legible and accurate as follows:

a. Use base colors of red, green, and blue. Color code for changes as follows:

   (1) Special (Blue) - Items requiring special information, coordination, or special detailing or detailing notes.

   (2) Deletions (Red) - Over-strike deleted graphic items (lines), lettering in notes and leaders.

   (3) Additions (Green) - Added items, lettering in notes and leaders.

b. Provide a legend if colors other than the "base" colors of red, green, and blue are used.

c. Add and denote any additional equipment or material facilities, service lines, incorporated under As-Built Revisions if not already shown in legend.

d. Use frequent written explanations on markup drawings to describe changes. Do not totally rely on graphic means to convey the revision.

e. Use legible lettering and precise and clear digital values when marking prints. Clarify ambiguities concerning the nature and application of change involved.

f. Wherever a revision is made, also make changes to related section views, details, legend, profiles, plans and elevation views, schedules, notes and call out designations, and mark accordingly to avoid conflicting data on all other sheets.

g. For deletions, cross out all features, data and captions that relate to that revision.

h. For changes on small-scale drawings and in restricted areas, provide large-scale inserts, with leaders to the applicable location.

i. Indicate one of the following when attaching a print or sketch to a markup print:

(1) Add an entire drawing to contract drawings

(2) Change the contract drawing to show changes on the drawing.

(3) Provided for reference only to further detail the initial design.

j. Incorporate all shop and fabrication drawings into the markup drawings.

3.1.2 As-Built Drawings Content

Show on the as-built drawings, but not limited to, the following information:

a. The actual location, kinds and sizes of all sub-surface utility lines. In order that the location of these lines and appurtenances may be determined in the event the surface openings or indicators become covered over or obscured, show by offset dimensions to two permanently fixed surface features the end of each run including each change in direction on the record drawings. Locate valves, splice boxes and similar appurtenances by dimensioning along the utility run from a reference point. Also record the average depth below the surface of each run.

b. The location and dimensions of any changes within the building structure.

c. Layout and schematic drawings of electrical circuits and piping.

d. Correct grade, elevations, cross section, or alignment of roads, earthwork, structures or utilities if any changes were made from contract plans.

e. Changes in details of design or additional information obtained from working drawings specified to be prepared or furnished by the Contractor; including but not limited to shop drawings, fabrication, erection, installation plans and placing details, pipe sizes, insulation material, dimensions of equipment, and foundations.

f. The topography, invert elevations and grades of drainage installed or affected as part of the project construction.

g. Changes or Revisions which result from the final inspection.

h. Where contract drawings or specifications present options, show only the option selected for construction on the working as-built markup drawings.

i. If borrow material for this project is from sources on Government property, or if Government property is used as a spoil area, furnish a contour map of the final borrow pit/spoil area elevations.

j. Systems designed or enhanced by the Contractor, such as HVAC controls, fire alarm, fire sprinkler, and irrigation systems.

k. Changes in location of equipment and architectural features.

l. Modifications and compliance with FC 1-300-09N procedures.

m. Actual location of anchors, construction and control joints, etc., in concrete.

n. Unusual or uncharted obstructions that are encountered in the contract work area during construction.

o. Location, extent, thickness, and size of stone protection particularly where it will be normally submerged by water.

3.2 RECORD DRAWINGS

Prepare and provide Record Drawings and Source Documents in accordance with FC 1-300-09N. Provide four copies of Record Drawings and Documents on separate CDs or DVDs 30 days after BOD.

3.3 OPERATION AND MAINTENANCE MANUALS

Provide project operation and maintenance manuals as specified in Section 01 78 23 OPERATION AND MAINTENANCE DATA.Provide four electronic copies of the Operation and Maintenance Manual files. Submit to the Contracting Officer for approval within 60 calendar days of the Beneficial Occupancy Date (BOD). Update and resubmit files for final approval at BOD.

3.4 CLEANUP

Provide final cleaning in accordance with ASTM E1971 and submit two copies of the listing of completed final clean-up items. Leave premises "broom clean." Comply with GS-37 for general purpose cleaning and bathroom cleaning. Use only nonhazardous cleaning materials, including natural cleaning materials, in the final cleanup. Clean interior and exterior glass surfaces exposed to view; remove temporary labels, stains and foreign substances; polish transparent and glossy surfaces; vacuum carpeted and soft surfaces. Clean equipment and fixtures to a sanitary condition. Replace filters of operating equipment and comply with the Indoor Air Quality (IAQ) Management Plan. Clean debris from roofs, gutters, downspouts and drainage systems. Sweep paved areas and rake clean landscaped areas. Remove waste and surplus materials, rubbish and construction facilities from the site. Recycle, salvage, and return construction and demolition waste from project in accordance with Section 01 57 19 TEMPORARY ENVIRONMENTAL CONTROLS, and 01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL.

3.5 REAL PROPERTY RECORD

Refer to UFC 1-300-08 for instruction on completing the DD FORM 1354. Contact the Contracting Officer for any project specific information necessary to complete the DD FORM 1354.

3.5.1 Interim DD FORM 1354

Near the completion of Project, but a minimum of 60 days prior to final acceptance of the work, complete and submit an accounting of all installed property with Interim DD FORM 1354. Include any additional assets, improvements, and alterations from the Draft DD FORM 1354.

3.5.2 Completed DD FORM 1354

Attach the Real Property receiving Component's completed High Performance and Sustainable Building (HPSB) Checklist for each applicable building to the completed DD 1354, in accordance with Section 01 33 29 SUSTAINABILITY REQUIREMENTS AND REPORTING. For convenience, a blank fillable PDF DD FORM 1354 may be obtained at the following link: www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd1354.pdf

Submit the completed List of Installed Building Equipment items for DD FORM 1354. Attach this list to the updated DD FORM 1354.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 01 78 23

OPERATION AND MAINTENANCE DATA
05/23

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE GUIDELINE 1.4	(2019) Preparing Systems Manuals for Facilities

ASTM INTERNATIONAL (ASTM)

ASTM E1971	(2024) Standard Guide for Stewardship for the Cleaning of Commercial and Institutional Buildings
ASTM E2166	(2016; R 2023) Standard Practice for Organizing and Managing Building Data

U.S. DEPARTMENT OF DEFENSE (DOD)

FC 1-300-09N	(2024) Navy and Marine Corps Design

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-10 Operation and Maintenance Data

Facility Data Workbook; G

Training Plan; G

Training Outline; G

Training Content; G

Operation And Maintenance Manual, Progress Submittal; G

Operation And Maintenance Manual, Prefinal Submittal; G

Operation And Maintenance Manual, Final Submittal; G

SD-11 Closeout Submittals

Training Video Recording; G

Validation of Training Completion; G

Training Plan; G

Record Drawings And Utility Systems; G

1.3 MEETINGS

To assure that Operation and Maintenance Manual and Facility Data Workbook requirements are being met through the duration of the project, organize the following meetings and discuss the subsequent topics:

1.3.1 Pre-Construction Meeting

At a minimum, discuss the following:

a. The requirement for Operation and Maintenance Manuals and Facility Data deliverables under this contract including coordination meetings

b. Processes and method of gathering Facility Data information during construction

c. Primary roles and responsibilities associated with the development and delivery of the Operation and Maintenance Manuals and Facility Data deliverables, and

d. Identify and agree upon a date and attendance list for the meetings described below:

1.3.2 Operation and Maintenance Manual and Facility Data Workbook Coordination Meeting

Facilitate a meeting after the Pre-Construction Meeting prior to the submission of the Operation and Maintenance Manual Progress Submittal. Meeting attendance must include the Contractor's Operation and Maintenance Manual and Facility Data Workbook Preparer, Quality Control Manager, the Government's Design Manager (DM), Contracting Officer's Representative, and Government's facility data reviewer. Include any Mechanical, Electrical, and Fire Protection Sub-Contractors.

The purpose of this meeting is to reach a mutual understanding of the scope of work concerning the contract requirements for Operation and Maintenance Manual and coordinate the efforts necessary by both the Government and Contractor to ensure an accurate collection, preparation and timely Government review of Operation and Maintenance Manual.

1.3.3 Submittal Coordination Meeting

Facilitate a meeting following submission and Government review of each design or progress submittal of the Operation and Maintenance Manual and Facility Data Workbook.

a. Include personnel from the Coordination meeting and any additional personnel identified.

b. The purpose of this meeting is to demonstrate ongoing compliance with the requirements identified in this specification. Discuss Government review comments and unresolved items preventing completion and

Government approval of the Operation and Maintenance Manuals and Facility Data Workbook (FDW).

c. The applicable deliverables, along with Government remarks associated with review of these submittals serve as the primary guide and agenda for this meeting.

1.3.4 Facility Turnover Meeting

Include Operation and Maintenance Manual in NAVFAC Red Zone (NRZ) facility turnover meetings as specified in Section 01 30 00, ADMINISTRATIVE REQUIREMENTS.

1.4 FACILITY DATA WORKBOOK

Develop an editable, electronic spreadsheet based on the equipment in the Operation and Maintenance Manuals that contains the information required to start a preventive maintenance program as outlined in 01 78 24.00 20 FACILITY DATA WORKBOOK (FDW). As a minimum, provide Facility Data Workbook as a list of system equipment, location installed, warranty expiration date, manufacturer, model, and serial number.

1.5 OPERATION AND MAINTENANCE MANUAL MEDIA

Assemble Operation and Maintenance Manual into an electronically bookmarked file using the most current version of Adobe Acrobat or similar software capable of producing PDF file format. Provide compact disks (CD) or data digital versatile disk (DVD) as appropriate, so that each one contains operation, maintenance and record files, project record documents, and training videos. Include a complete bookmarked operation and maintenance directory.

1.5.1 CD or DVD Label and Disk Holder or Case

Provide the following information on the disk label and disk holder or case:

a. Building Number

b. Project Title

c. Activity and Location

d. Construction Contract Number

e. Prepared For: (Contracting Agency)

f. Prepared By: (Name, title, phone number and email address)

g. Include the disk content on the disk label

h. Date

i. Virus scanning program used

1.5.2 O&M Manual Tabbed Hard Copy

Provide a hard copy of the O&M manual upon completion of the project. Provide tabs for each section and subsection for ease of navigation by the

user.

1.6 O&M MANUAL CONTENT

Organize the bookmarked Operation and Maintenance Manual into the following Parts in accordance with ASHRAE GUIDELINE 1.4, and as modified and detailed below. Word template for O&M Manual is available at: https://www.wbdg.org/ffc/dod/unified-facilities-guide-specifications-ufgs/ufgs-01-78-23.

1.6.1 Part 1: Executive Summary

Provide a summary of the information found in the O&M manual including the purpose of the manual and a description of the manual's organization.

1.6.2 Part 2: Facility Design and Construction

1.6.2.1 General Facility and Systems Description

Provide an overview of the intent for design and use of the facility. Provide a PDF of the Record Drawings prepared in accordance with FC 1-300-09N and 01 78 00 CLOSEOUT SUBMITTALS and bookmarked using the sheet title and sheet number. Include uncluttered 11 by 17 inches floor plans with room numbers, type or function of space, and overall facility dimensions on the floor plans. Do not include items such as construction instructions, references, or frame numbers.

Detail the overall dimensions of the facility, number of floors, foundation type, expected number of occupants, and facility Category Code list and generally describe all the facility systems and any special building features (for example, HVAC Controls, Sprinkler Systems, Cranes, Elevators, and Generators). Include photographs marked up and labeled to show key operating components and the overall facility appearance.

1.6.2.2 Basis of Design

Provide a copy of the contract Basis of Design.

1.6.2.3 Contract Documents, RFP, Amendments, and Modifications

Provide the contract construction documents complete, to include specifications, drawings, Request for Proposal, amendments, and modifications.

1.6.2.4 Room Inventory of Real Property and Finishes

Provide a list of installed equipment furnished under this contract. Include all information usually listed on manufacturer's name plate. Include, as applicable, the following information for each piece of equipment installed: description of item, all dimensions, location by room number, model number, serial number, capacity, name and address of manufacturer, name and address of equipment supplier, condition, spare parts list, manufacturer's catalog, and warranty. Real property includes, but is not limited to, floor coverings, wall surfaces, ceiling surfaces, windows, roofing, HVAC filters, plumbing fixtures, and lighting fixtures. Submit the final list 30 days after transfer of the completed facility.

Include spatial data defining actual net square footage and data of each room. Also include the room finish schedule including room names and

numbers. Include schedules in the construction drawings in the room inventory. Add a column to each schedule to record what was provided by the contractor during construction. Provide a PDF of room inventory. Key the designations to the related area depicted on the contract drawings. List the following data:

RECORD OF DESIGNATED EQUIPMENT AND MATERIALS DATA				
Description	Specification Section	Manufacturer and Catalog, Model, and Serial Number	Composition and Size	Where Used
_____				

1.6.3 Part 3: Facilities, Systems, and Assemblies Information

1.6.3.1 Organization

Bookmark information in this section using the current version of ASTM E2166 Uniformat II, UFGS numbers, and document type as outlined in the example below. Bookmark/tab each item to the third level for easy navigation of the manual.

Example as shown in Table below:

PARTS AND SUBPART NUMBERING
3.1 B20 EXTERIOR CLOSURE (System)
3.1.1 B2030 EXTERIOR DOORS (Subsystem)
3.1.1.1 B2030110 GLAZED DOORS (Component)
3.1.1.1.1 Applicable specifications List in UFGS Format
3.1.1.1.2 Manufacturer's Operations and Maintenance Data
3.1.1.1.3 Approved Submittal
3.1.1.1.4 Coordination/Shop Drawings
3.1.1.1.5 Sequence of Operation for Operating Equipment
3.1.1.1.6 Testing Equipment Information and Performance Data
3.1.1.1.7 Routine Maintenance Requirements
3.1.1.1.8 Repair Procedures
3.1.1.1.9 Emergency Procedures & Locations of Applicable Controls
3.1.1.1.10 Warranties
3.1.1.1.11 Record Drawings and Utility Systems

PARTS AND SUBPART NUMBERING
3.1.1.1.12 Contractor / Supplies Listing and Contact Information

1.6.3.2 Related Specifications

Reference each specification related to the subsystem in this section, and locate the actual specification section in Part 2 of the O&M Manual. List specifications in table format as shown in the below example.

UFGS Number	Specification Title	Page Spec Begins in Part 2

1.6.3.3 Manufacturer's Operations and Maintenance Data

Provide a copy of all manufacturer specifications and cutsheets. Provide text-searchable, high-quality document files from the manufacturer's online or electronic documentation. Color documents are preferred. Provide documents specific to the product(s) installed under this Contract. Provide identification and coverage for the parts of each component, assembly, subassembly, and accessory of the end items subject to replacement. Provide Uniformat II Level 3 identification for D20, D30, D40 installed equipment. When possible, do not submit document files containing multiple product catalogs from the same manufacturer, or product data from multiple manufacturers in the same files. Provide documents directly from the manufacturer whenever possible. Do not provide scanned copies of hardcopy documents. Provide identification and coverage for the parts of each component, assembly, subassembly, and accessory of the end items subject to replacement. Include special hardware requirements, such as requirement to use high-strength bolts and nuts. Identify parts by make, model, serial number, and source of supply to allow reordering without further identification. Provide clear and legible illustrations, drawings, and exploded views to enable easy identification of the items. When illustrations omit the part numbers and description, both the illustrations and separate listing must show the index, reference, or key number that will cross-reference the illustrated part to the listed part. Group the parts shown in the listings by components, assemblies, and subassemblies in accordance with the manufacturer's standard practice. Parts data may cover more than one model or series of equipment, components, assemblies, subassemblies, attachments, or accessories, such as typically shown in a master part catalog.

1.6.3.4 Approved Submittals and Certificates

Provide a copy of all submittals documented with the required approval as applicable for each UFGS specification listed in the table outlined in applicable specifications. Include copies of SD-07 Certificates submittals documented with the required approval, SD-08 Manufacturer's Instructions submittals documented with the required approval, and SD-10

Operation and Maintenance Data submittals documents with the required approval.

1.6.3.5 Approved Coordination/Shop Drawings

Drawings, diagrams and schedules specifically prepared to illustrate some portion of the work. Diagrams and instructions from a manufacturer or fabricator for use in producing the product and as aids to the Contractor for integrating the product or system into the project. Drawings prepared by or for the Contractor to show how multiple systems and interdisciplinary work will be coordinated.

1.6.4 Sequence of Operation for Operating Equipment

Provide record one-line diagrams for each floor, delineating mechanical equipment location within the building. Provide specific instructions, procedures, and illustrations for the following phases of operation for the installed model and features of each system:

1.6.4.1 Safety Precautions and Hazards

List personnel hazards and equipment or product safety precautions for operating conditions. List all residual hazards identified in the Activity Hazard Analysis provided under Section 01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS. Provide recommended safeguards for each identified hazard. Specify if any certifications or licenses are required to operate the equipment.

1.6.4.2 Operator Prestart

Provide procedures required to install, set up, and prepare each system for use.

1.6.4.3 Startup, Shutdown, and Post-Shutdown Procedures

Provide narrative description for Startup, Shutdown and Post-shutdown operating procedures including the control sequence for each procedure.

1.6.4.4 Normal Operations

Provide Control Diagrams with data to explain operation and control of systems and specific equipment. Provide narrative description of Normal Operating Procedures.

1.6.4.5 Emergency Operations

Provide Emergency Procedures for equipment malfunctions to permit a short period of continued operation or to shut down the equipment to prevent further damage to systems and equipment. Provide Emergency Shutdown Instructions for fire, explosion, spills, or other foreseeable contingencies. Provide guidance and procedures for emergency operation of utility systems including required valve positions, valve locations and zones or portions of systems controlled.

1.6.4.6 Operator Service Requirements

Provide instructions for services to be performed by the operator such as lubrication, adjustment, inspection, and recording gauge readings.

1.6.4.7 Environmental Conditions

Provide a list of Environmental Conditions (temperature, humidity, and other relevant data) that are best suited for the operation of each product, component or system. Describe conditions under which the item equipment should not be allowed to run.

1.6.4.8 Operating Log

Provide forms, sample logs, and instructions for maintaining necessary operating records.

1.6.4.9 Additional Requirements for Equipment Control Systems

Provide Data Package 5 and the following for all control systems:

a. Provide a narrative description on how to perform and apply functions, features, modes, and other operations, including unoccupied operation, seasonal changeover, manual operation, and alarms. Include detailed technical manual for programming and customizing control loops and algorithms.

b. Submit complete controls equipment schedules, full as-built sequence of operations, wiring and logic diagrams, Input/Output Tables, equipment schedules, copies of checkout tests and calibrations performed by the Contractor (not Cx tests), and all associates information.

c. Full points list. Provide a listing of rooms with the following information for each room:

(1) Floor

(2) Room number

(3) Room name

(4) Air handler unit ID

(5) Reference drawing number

(6) Air terminal unit tag ID

(7) Heating or cooling valve tag ID

(8) Minimum cfm

(9) Maximum cfm

d. Full print out of all schedules and set points after testing and acceptance of the system.

e. Full as-built print out of software program.

f. Marking of system sensors and thermostats on the as-built floor plan and mechanical drawings with their control system designations.

1.6.4.10 Testing Equipment Information and Performance Data

Include information on test equipment required to perform specified tests and on special tools needed for the operation, maintenance, and repair of components. Provide final set points.

Include completed prefunctional checklists, functional performance test forms, and monitoring reports. Include recommended schedule for retesting and blank test forms. Provide final set points.

1.6.5 Routine Maintenance Requirements

1.6.5.1 Preventive Maintenance Plan, Schedule, and Procedures

Provide manufacturer's schedule for routine preventive maintenance, inspections, condition monitoring (predictive tests) and adjustments required to ensure proper and economical operation and to minimize repairs. Provide instructions stating when the systems should be retested. Provide manufacturer's projection of preventive maintenance work-hours on a daily, weekly, monthly, and annual basis including requirements by type of activity. For periodic calibrations, provide manufacturer's specified frequency and procedures for each separate operation.

a. Define the anticipated time required to perform each test (work-hours), test apparatus, number of personnel identified by responsibility, and a testing validation procedure permitting the record operation capability requirements within the schedule. Provide a remarks column for the testing validation procedure referencing operating limits of time, pressure, temperature, volume, voltage, current, acceleration, velocity, alignment, calibration, adjustments, cleaning, or special system notes. Delineate procedures for preventive maintenance, inspection, adjustment, lubrication and cleaning necessary to minimize repairs.

b. Repair requirements must inform operators how to check out, troubleshoot, repair, and replace components of the system. Include electrical and mechanical schematics and diagrams and diagnostic techniques necessary to enable operation and troubleshooting of the system after acceptance.

1.6.5.2 Lubrication Data

Include the following preventive maintenance lubrication data, in addition to instructions for lubrication required under paragraph OPERATOR SERVICE REQUIREMENTS:

a. A table showing recommended lubricants for specific temperature ranges and applications.

b. Charts with a schematic diagram of the equipment showing lubrication points, recommended types and grades of lubricants, and capacities. Provide procedural instructions for Oil Sampling for all equipment.

c. A Lubrication Schedule showing service interval frequency.

1.6.6 Repair Procedures

Provide instructions and a list of tools required to repair or restore the

product or equipment to proper condition or operating standards. Provide manufacturer's recommended procedures and instructions for correcting problems and making repairs for the installed model and features of each system. Include potential environmental and indoor air quality impacts of recommended maintenance procedures and materials. Specify if any certifications or licenses are required to repair the equipment.

1.6.6.1 Troubleshooting Guides and Diagnostic Techniques

Provide step-by-step procedures to promptly isolate the cause of typical malfunctions. Describe clearly why the checkout is performed and what conditions are to be sought. Identify tests or inspections and test equipment required to determine whether parts and equipment may be reused or require replacement.

1.6.6.2 Wiring Diagrams and Control Diagrams

Provide point-to-point drawings of wiring and control circuits including factory-field interfaces. Provide a complete and accurate depiction of the actual job specific wiring and control work. On diagrams, number electrical and electronic wiring and pneumatic control tubing and the terminals for each type, identically to actual installation configuration and numbering.

1.6.6.3 Removal and Replacement Instructions

Provide step-by-step procedures and a list of required specialty tools and supplies for removal, replacement, disassembly, and assembly of components, assemblies, subassemblies, accessories, and attachments. Provide tolerances, dimensions, settings and adjustments required. Use a combination of text and illustrations.

1.6.6.4 Repair Work-Hours

Provide manufacturer's projection of repair work-hours including requirements by type of craft. Identify, and tabulate separately, repair that requires the equipment manufacturer to complete or to participate.

1.6.6.5 Warranty Information

List and explain the various warranties and clearly identify the servicing and technical precautions prescribed by the manufacturers or contract documents in order to keep warranties in force. Identify if replacement of a subassembly, attachment or accessory requires the entire assembly to be replaced. Include warranty information for primary components of the system. Provide copies of warranties required by Section 01 78 00 CLOSEOUT SUBMITTALS.

1.6.6.6 Extended Warranty Information

List all warranties for products, equipment, components, and sub-components whose duration exceeds one year. For each warranty listed, indicate the applicable specification section, duration, start date, end date, and the point of contact for warranty fulfillment. Also, list or reference the specific operation and maintenance procedures that must be performed to keep the warranty valid. Provide copies of warranties required by Section 01 78 00 CLOSEOUT SUBMITTALS.

1.6.6.7 Record Drawings and Utility Systems

The record drawings are the final compilation of actual conditions reflected in the as-built drawings. Provide record drawings as outlined in 01 78 00 CLOSEOUT SUBMITTALS.

Using Record Source Drawings, show and document details of the actual installation of the utility systems, annotate and highlight the Operation and Maintenance information. Provide the following drawings at a large enough scale to differentiate designated isolation units from surrounding valves and switches.

1.6.6.8 Personnel Training Requirements

Provide information available from the manufacturers that is needed for use in training designated personnel to properly operate and maintain the equipment and systems.

1.6.6.9 Contractor / Supplier Listing and Contact Information

Provide a list that includes the name, address, telephone number, email and website of the General Contractor and each Subcontractor who installed the product or equipment, or system. For each item, also provide the name address and telephone number of the manufacturer's representative and service organization that can provide replacements most convenient to the project site. Provide the name, address, and telephone number of the product, equipment, and system manufacturers.

1.6.7 Part 4: Facility Operations

1.6.7.1 Completed Facility Operating Plan

Provide a plan that documents that procedures for the operation of systems and assemblies in the facility. The systems that should be included in the Operating Plan include, but are not limited to:

a. Electrical systems and equipment

b. Mechanical systems and equipment

c. Fire Protection systems and equipment

d. Control Systems and equipment

e. Architectural and Structural systems, fixtures, structures, and equipment

f. Vertical transportation such as elevators and escalators

1.6.7.2 Testing Equipment and Special Tool Information

Include information on test equipment required to perform specified tests and on special tools needed for the operation, maintenance, and repair of components. Provide final set points.

1.6.7.3 Testing and Performance Data

Include completed prefunctional checklists, functional performance test forms, and monitoring reports. Include recommended schedule for retesting

and blank test forms. Provide final set points.

1.6.7.4 Approved Field Test Reports and Manufacturer's Field Reports

Compile and provide approved Field Test Reports (SD-06) and Manufacturer's Field Reports (SD-09) submittals.

1.6.7.5 Maintenance Plans, Procedures, Checklists, Records, and Spare Parts Inventory

1.6.7.5.1 Maintenance Schedules

Include recommended maintenance schedules for systems and equipment.

1.6.7.5.2 Ongoing Commissioning Operational and Maintenance Record Keeping

Include ongoing commissioning and optimization procedures and documentation to monitor and improve the performance of facility systems.

1.6.7.5.3 Janitorial and Cleaning Plans and Procedures

Include a copy of facility cleaning and janitorial plan with procedures and intended chemicals and equipment.

Provide environmentally friendly cleaning recommendations in accordance with ASTM E1971.

1.6.7.6 Utility Record Drawings

1.6.7.6.1 Utility Schematic Diagrams

Provide a one-line schematic diagram for each utility system such as power, water, wastewater, and gas/fuel. Schematic diagram must show from the point where the utility line is connected to the mainline up to the 5 foot connection point to the facility. Indicate location or area designation for route of transmission or distribution lines; locations of duct banks, manholes/handholes or poles; isolation units such as valves and switches; and utility facilities such as pump stations, lift stations, and substations.

1.6.7.6.2 Enlarged Connection and Cutoff Plans

Provide enlarged floor plans and provide information between the 5 foot utilities connection point and where utilities connect to facility distribution. Enlarge floor plans/elevations of the rooms where the utility enters the building and indicate on these plans the locations of the main interiors and exterior connection and cutoff points for the utilities. Also enlarge floor plans/elevations of the rooms where equipment is located. Include enough information to enable someone unfamiliar with the facility to locate the connection and cutoff points. Indicate designations such as room number, panel number, circuit breaker, or valve number of each utility and equipment connection and cutoff point, and what that connection and cutoff point controls.

1.6.7.6.2.1 Description of Utility Metering and Monitoring Systems

Provide in narrative format a description of the utility metering and monitoring systems. Include locations, function, and related systems.

1.6.7.6.2.2 Procedures for Tracking Utility Use and Reporting

Procedures for usage reporting and tracking in support of establishing and monitoring utility budgets and costs, and in developing annual energy reports.

1.6.7.6.2.3 One-Line Diagrams and Meter Location of System

Provide one-line diagrams and design drawings that highlight meter locations on the site.

1.6.7.6.3 Spare Parts and Supply Lists

Provide lists of spare parts and supplies required for repair to ensure continued service or operation without unreasonable delays. Special consideration is required for facilities at remote locations. List spare parts and supplies that have a long lead-time to obtain.

1.6.8 Part 5: Training

Provide a copy of training plans used for each type of equipment along with training materials used, arranged in specification sequence. Provide a copy of training records, sign-in sheets, and agendas. Include training and documentation on the updating and continued use of the O&M Manual.

1.6.9 Part 6: Cx Project Report and TAB Report

Provide the final Cx Plan and complete Cx reports with evaluation and testing forms and records for each building system. Include relevant commissioned system assemblies test reports including installers checklists of assemblies. Provide all Cx Progress Reports, issues and resolutions logs with resolution or status of each item, and a list of any open items and seasonal or additional testing required.

1.6.10 Part 7: Regulatory Requirements

Provide information describing regulatory and policies compliance requirements or provide a reference to where it is stored.

1.6.11 Part 8: Permits

Provide information requiring frequently asked questions and associated answers or provide a reference to where it is stored.

1.6.12 Part 9: Operations and Maintenance Manual Approval

Provide a signed document stating that the project O&M Manual has been reviewed and confirming agreement with the approach it presents. Include contact information for the signer for coordination of any future changes.

1.7 SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES

Provide the O&M data packages specified in individual technical sections. O&M Data Packages are one of the components of the O&M Manual. The information required in each type of data package follows:

1.7.1 Package Quality

Documents must be fully legible. Operation and Maintenance data must be

consistent with the manufacturer's standard brochures, schematics, printed instructions, general operating procedures, and safety precautions.

1.7.2 Data Package 1

a. Safety precautions and hazards

b. Cleaning recommendations

c. Maintenance and repair procedures

d. Warranty information

e. Extended warranty information

f. Contractor information

g. Spare parts and supply list

1.7.3 Data Package 2

a. Safety precautions and hazards

b. Normal operations

c. Environmental conditions

d. Lubrication data

e. Preventive maintenance plan, schedule, and procedures

f. Cleaning recommendations

g. Maintenance and repair procedures

h. Removal and replacement instructions

i. Spare parts and supply list

j. Parts identification

k. Warranty information

l. Extended warranty information

m. Contractor information

1.7.4 Data Package 3

a. Safety precautions and hazards

b. Operator prestart

c. Startup, shutdown, and post-shutdown procedures

d. Normal operations

e. Emergency operations

f. Environmental conditions

g. Operating log

h. Lubrication data

i. Preventive maintenance plan, schedule, and procedures

j. Cleaning recommendations

k. Troubleshooting guides and diagnostic techniques

l. Wiring diagrams and control diagrams

m. Maintenance and repair procedures

n. Removal and replacement instructions

o. Spare parts and supply list

p. Product submittal data

q. O&M submittal data

r. Parts identification

s. Warranty information

t. Extended warranty information

u. Testing equipment and special tool information

v. Testing and performance data

w. Contractor information

x. Field test reports

1.7.5 Data Package 4

a. Safety precautions and hazards

b. Operator prestart

c. Startup, shutdown, and post-shutdown procedures

d. Normal operations

e. Emergency operations

f. Operator service requirements

g. Environmental conditions

h. Operating log

i. Lubrication data

j. Preventive maintenance plan, schedule, and procedures

k. Cleaning recommendations

l. Troubleshooting guides and diagnostic techniques

m. Wiring diagrams and control diagrams

n. Repair procedures

o. Removal and replacement instructions

p. Spare parts and supply list

q. Repair work-hours

r. Product submittal data

s. O&M submittal data

t. Parts identification

u. Warranty information

v. Extended warranty information

w. Personnel training requirements

x. Testing equipment and special tool information

y. Testing and performance data

z. Contractor information

aa. Field test reports

1.7.6 Data Package 5

a. Safety precautions and hazards

b. Operator prestart

c. Start-up, shutdown, and post-shutdown procedures

d. Normal operations

e. Environmental conditions

f. Preventive maintenance plan, schedule, and procedures

g. Troubleshooting guides and diagnostic techniques

h. Wiring and control diagrams

i. Maintenance and repair procedures

j. Removal and replacement instructions

k. Spare parts and supply list

l. Product submittal data

m. Manufacturer's instructions

n. O&M submittal data

o. Parts identification

p. Testing equipment and special tool information

q. Warranty information

r. Extended warranty information

s. Testing and performance data

t. Contractor information

u. Field test reports

v. Additional requirements for HVAC control systems

1.7.7 Changes to Submittals

Provide manufacturer-originated changes or revisions to submitted data if a component of an item is so affected subsequent to acceptance of the O&M Data. Submit changes, additions, or revisions required by the Contracting Officer for final acceptance of submitted data within 30 calendar days of the notification of this change requirement.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.1 TRAINING

Prior to acceptance of the facility by the Contracting Officer for Beneficial Occupancy, provide comprehensive training for the systems and equipment specified in the technical specifications. The training must be targeted for the Facilities Management Specialist, building maintenance personnel, and applicable building occupants. Instructors must be well-versed in the particular systems that they are presenting. Address aspects of the Operation and Maintenance Manual submitted in accordance with Section 01 78 00 CLOSEOUT SUBMITTALS. Training must include classroom or field lectures based on the system operating requirements. The location of classroom training requires approval by the Contracting Officer.

3.1.1 Training Plan

Submit a written training plan to the Contracting Officer for approval at least 60 calendar days prior to the scheduled training. Training plan must be approved by the Quality Control Manager (QC) prior to forwarding to the Contracting Officer. Also, coordinate the training schedule with the Contracting Officer and QC. Include within the plan the following elements:

a. Equipment included in training

b. Intended audience

c. Location of training

d. Dates of training

e. Objectives

f. Outline of the information to be presented and subjects covered including description

g. Start and finish times and duration of training on each subject

h. Methods (e.g. classroom lecture, video, site walk-through, actual operational demonstrations, written handouts)

i. Instructor names and instructor qualifications for each subject

j. List of texts and other materials to be furnished by the Contractor that are required to support training

k. Description of proposed software to be used for video recording of training sessions.

3.1.2 Training Content

The core of this training must be based on manufacturer's recommendations and the operation and maintenance information. The QC is responsible for overseeing and approving the content and adequacy of the training. Spend 95 percent of the instruction time during the presentation on the OPERATION AND MAINTENANCE DATA. Include the following for each system training presentation:

a. Start-up, normal operation, shutdown, unoccupied operation, seasonal changeover, manual operation, controls set-up and programming, troubleshooting, and alarms.

b. Relevant health and safety issues.

c. Discussion of how the feature or system is environmentally responsive. Advise adjustments and optimizing methods for energy conservation.

d. Design intent.

e. Use of O&M Manual Files.

f. Review of control drawings and schematics.

g. Interactions with other systems.

h. Special maintenance and replacement sources.

i. Tenant interaction issues.

3.1.3 Training Outline

Provide the Operation and Maintenance Manual Files (Bookmarked PDF) and a written course outline listing the major and minor topics to be discussed by the instructor on each day of the course to each trainee in the course. Provide the course outline 14 calendar days prior to the training.

3.1.4 Training Video Recording

Record classroom training session(s) on video. Provide to the Contracting Officer two copies of the training session(s) in DVD video recording format. Capture within the recording, in video and audio, the instructors' training presentations including question and answer periods with the attendees. The recording camera(s) must be attended by a person during the recording sessions to assure proper size of exhibits and projections during the recording are visible and readable when viewed as training.

3.1.5 Unresolved Questions from Attendees

If, at the end of the training course, there are questions from attendees that remain unresolved, the instructor must send the answers, in writing, to the Contracting Officer for transmittal to the attendees, and the training video must be modified to include the appropriate clarifications.

3.1.6 Validation of Training Completion

Ensure that each attendee at each training session signs a class roster daily to confirm Government participation in the training. At the completion of training, submit a signed validation letter that includes a sample record of training for reporting what systems were included in the training, who provided the training, when and where the training was performed, and copies of the signed class rosters. Provide two copies of the validation to the Contracting Officer, and one copy to the Operation and Maintenance Manual Preparer for inclusion into the Manual's documentation.

3.1.7 Quality Control Coordination

Coordinate this training with the QCin accordance with Section 01 45 00 QUALITY CONTROL.

3.2 SUBMITTAL SCHEDULING

3.2.1 Operation and Maintenance Manual, Progress Submittal

Submit the Progress submittal when construction is approximately 50 percent complete, to the Contracting Officer for approval. Provide Operation and Maintenance Manual Files (Bookmarked PDF). Include the elements and portions of system construction completed up to this point. The purpose of this submittal is to verify progress is in accordance with contract requirements as discussed during the Operation and Maintenance Manual Coordination Meeting.

3.2.2 Operation and Maintenance Manual, Prefinal Submittal

Submit the 100 percent submittal of the Operation and Maintenance Prefinal Submittal to the Contracting Officer for approval within 30 calendar days of the Beneficial Occupancy Date (BOD). This submittal must provide a

complete, working document that can be used to operate and maintain the facility. Any portion of the submittal that is incomplete or inaccurate requires the entire submittal to be returned for correction. Any discrepancies discovered during the Government's review of Operation and Maintenance Progress submittal must be corrected prior to the Prefinal submission. The Prefinal Submittal must include Operation and Maintenance Manual Files (Bookmarked PDF).

3.2.3 Operation and Maintenance Manual, Final Submittal

Submit completed Operation and Maintenance Manual Files (Bookmarked PDF). The Final submittal is due at BOD. Any discrepancies discovered during the Government's review of the Prefinal submittal, including the Field Verification, must be corrected prior to the Final submission.

-- End of Section --

SECTION 02 41 00

DEMOLITION
08/22

PART 1 GENERAL

1.1 REFERENCES

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

AIR-CONDITIONING, HEATING AND REFRIGERATION INSTITUTE (AHRI)

AHRI Guideline K	(2009) Guideline for Containers for Recovered Non-Flammable Fluorocarbon Refrigerants

AMERICAN SOCIETY OF SAFETY PROFESSIONALS (ASSP)

ASSP A10.6	(2006) Safety & Health Program Requirements for Demolition Operations - American National Standard for Construction and Demolition Operations

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 385-1-1	(2024) Safety -- Safety and Occupational Health (SOH) Requirements

U.S. DEFENSE LOGISTICS AGENCY (DLA)

DLA 4145.25	(Jun 2000; Reaffirmed Oct 2010) Storage and Handling of Liquefied and Gaseous Compressed Gases and Their Full and Empty Cylinders; https://www.dla.mil/Portals/104/Documents/Dispositions/ddsr/docs/cylinderjointpub.pdf

U.S. DEPARTMENT OF DEFENSE (DOD)

DOD 4000.25-1-M	(2006) MILSTRIP - Military Standard Requisitioning and Issue Procedures
MIL-STD-129	(2014; Rev R; Change 1 2018; Change 2 2019; Change 3 2023) Military Marking for Shipment and Storage

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

40 CFR 61	National Emission Standards for Hazardous Air Pollutants
40 CFR 82	Protection of Stratospheric Ozone
49 CFR 173.301	Shipment of Compressed Gases in Cylinders and Spherical Pressure Vessels

1.2 PROJECT DESCRIPTION

1.2.1 Definitions

1.2.1.1 Demolition

Demolition is the process of tearing apart and removing any feature of a facility together with any related handling and disposal operations.

1.2.1.2 Deconstruction

Deconstruction is the process of taking apart a facility with the primary goal of preserving the value of all useful building materials.

1.2.1.3 Demolition Plan

Demolition Plan is the planned steps and processes for managing demolition activities and identifying the required sequencing activities and disposal mechanisms.

1.2.1.4 Deconstruction Plan

Deconstruction Plan is the planned steps and processes for dismantling all or portions of a structure or assembly, to include managing sequencing activities, storage, re-installation activities, salvage and disposal mechanisms.

1.2.2 Demolition/Deconstruction Plan

Prepare a Demolition Plan and submit proposed demolition, and removal procedures for approval before work is started. Include in the plan procedures for careful removal and disposition of materials specified to be salvaged, coordination with other work in progress, a disconnection schedule of utility services, a detailed description of methods and equipment to be used for each operation and of the sequence of operations. Identify components and materials to be salvaged for reuse or recycling with reference to paragraph Existing Facilities to be Removed. Append tracking forms for all removed materials indicating type, quantities, condition, destination, and end use. Coordinate with Waste Management Plan in accordance with Section 01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL. Include statements affirming Contractor inspection of the existing roof deck and its suitability to perform as a safe working platform or if inspection reveals a safety hazard to workers, state provisions for securing the safety of the workers throughout the performance of the work. Provide procedures for safe conduct of the work in accordance with EM 385-1-1. Plan must be approved by Contracting Officer prior to work beginning.

1.2.3 General Requirements

Do not begin demolition or deconstruction until authorization is received from the Contracting Officer. The work of this section is to be performed in a manner that maximizes the value derived from the salvage and recycling of materials. Remove rubbish and debris from the project site; do not allow accumulations inside or outside the building. The work includes demolition, salvage of identified items and materials, and removal of resulting rubbish and debris. Remove rubbish and debris from Government property daily, unless otherwise directed. Store materials

that cannot be removed daily in areas specified by the Contracting Officer. In the interest of occupational safety and health, perform the work in accordance with EM 385-1-1, Section 23, Demolition, and other applicable Sections.

1.3 ITEMS TO REMAIN IN PLACE

Comply with FAR 52.236-9 to protect existing vegetation, structures, equipment, utilities, and improvements. Coordinate the work of this section with all other work indicated. Construct and maintain shoring, bracing, and supports as required. Ensure that structural elements are not overloaded. Increase structural supports or add new supports as may be required as a result of any cutting, removal, deconstruction, or demolition work performed under this contract. Do not overload structural elements. Provide new supports and reinforcement for existing construction weakened by demolition, deconstruction, or removal work. Repairs, reinforcement, or structural replacement require approval by the Contracting Officer prior to performing such work.

1.3.1 Existing Construction Limits and Protection

Do not disturb existing construction beyond the extent indicated or necessary for installation of new construction. Provide temporary shoring and bracing for support of building components to prevent settlement or other movement. Provide protective measures to control accumulation and migration of dust and dirt in all work areas. Remove dust, dirt, and debris from work areas daily.

1.3.2 Weather Protection

For portions of the building to remain, protect building interior and materials and equipment from the weather at all times. Where removal of existing roofing is necessary to accomplish work, have materials and workmen ready to provide adequate and temporary covering of exposed areas.

1.3.3 Trees

Protect trees within the project site which might be damaged during demolition or deconstruction, and which are indicated to be left in place, by a 6 foot high fence. Erect and secure fence a minimum of 5 feet from the trunk of individual trees or follow the outer perimeter of branches or clumps of trees. Replace any tree designated to remain that is damaged during the work under this contract with like-kind or as approved by the Contracting Officer.

1.3.4 Utility Service

Maintain existing utilities indicated to stay in service and protect against damage during demolition and deconstruction operations. Prior to start of work, utilities serving each area of alteration or removal will be shut off by the Government and disconnected and sealed by the Contractor.

1.3.5 Facilities

Protect electrical and mechanical services and utilities. Where removal of existing utilities and pavement is specified or indicated, provide approved barricades, temporary covering of exposed areas, and temporary services or connections for electrical and mechanical utilities. Floors, roofs, walls, columns, pilasters, and other structural components that are

designed and constructed to stand without lateral support or shoring, and are determined to be in stable condition, must remain standing without additional bracing, shoring, or lateral support until demolished or deconstructed, unless directed otherwise by the Contracting Officer. Ensure that no elements determined to be unstable are left unsupported and place and secure bracing, shoring, or lateral supports as may be required as a result of any cutting, removal, deconstruction, or demolition work performed under this contract.

1.4 BURNING

The use of burning at the project site for the disposal of refuse and debris will not be permitted. Where burning is permitted, adhere to federal, state, and local regulations.

1.5 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Demolition Plan; G

Existing Conditions

SD-07 Certificates

Notification; G

SD-11 Closeout Submittals

Receipts

1.6 QUALITY ASSURANCE

Submit timely notification of demolition and renovation projects to Federal, State, regional, and local authorities in accordance with 40 CFR 61, Subpart M. Notify the Regional Office of the United States Environmental Protection Agency (USEPA), State's environmental protection agency, local air pollution control district/agency and the Contracting Officer in writing 10 working days prior to the commencement of work in accordance with 40 CFR 61, Subpart M. Comply with federal, state, and local hauling and disposal regulations. In addition to the requirements of the "Contract Clauses," conform to the safety requirements contained in ASSP A10.6. Comply with the Environmental Protection Agency requirements specified. Use of explosives will not be permitted.

1.6.1 Dust and Debris Control

Prevent the spread of dust and debris to occupied portions of the building and avoid the creation of a nuisance or hazard in the surrounding area. Do not use water if it results in hazardous or objectionable conditions such as, but not limited to, ice, flooding, or pollution.

1.7 PROTECTION

1.7.1 Traffic Control Signs

a. Where pedestrian and driver safety is endangered in the area of removal work, use traffic barricades with flashing lights. Notify the Contracting Officer prior to beginning such work.

1.7.2 Protection of Personnel

Before, during and after the demolition work continuously evaluate the condition of the structure being demolished and take immediate action to protect all personnel working in and around the project site. No area, section, or component of floors, roofs, walls, columns, pilasters, or other structural element will be allowed to be left standing without sufficient bracing, shoring, or lateral support to prevent collapse or failure while workmen remove debris or perform other work in the immediate area.

1.8 FOREIGN OBJECT DAMAGE (FOD)

Aircraft and aircraft engines are subject to FOD from debris and waste material lying on airfield pavements. Remove all such materials that may appear on operational aircraft pavements due to the Contractor's operations. If necessary, the Contracting Officer may require the Contractor to install a temporary barricade at the Contractor's expense to control the spread of FOD potential debris. Provide a barricade consisting of a fence covered with a fabric designed to stop the spread of debris. Anchor the fence and fabric to prevent displacement by winds or jet/prop blasts. Remove barricade when no longer required.

1.9 RELOCATIONS

Perform the removal and reinstallation of relocated items as indicated with workmen skilled in the trades involved. Repair or replace items to be relocated which are damaged by the Contractor with new undamaged items as approved by the Contracting Officer.

1.10 EXISTING CONDITIONS

Before beginning any demolition or deconstruction work, survey the site and examine the drawings and specifications to determine the extent of the work. Record existing conditions in the presence of the Contracting Officer showing the condition of structures and other facilities adjacent to areas of alteration or removal. Photographs or electronic images with a minimum resolution of 3072 x 2304 pixels, capable of a print resolution of 300 dpi, will be acceptable as a record of existing conditions. Include in the record the elevation of the top of foundation walls, finish floor elevations, possible conflicting electrical conduits, plumbing lines, alarms systems, the location and extent of existing cracks and other damage and description of surface conditions that exist prior to starting work. It is the Contractor's responsibility to verify and document all required outages which will be required during the course of work, and to note these outages on the record document. Submit survey results to the Contracting Officer.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.1 EXISTING FACILITIES TO BE REMOVED

Inspect and evaluate existing structures onsite for reuse. Disassemble existing construction scheduled to be removed for reuse. Dismantled and removed materials are to be separated, set aside, and prepared as specified, and stored or delivered to a collection point for reuse, remanufacture, recycling, or other disposal, as specified. Designate materials for reuse onsite whenever possible.

3.1.1 Structures

a. Remove existing structures as indicated.

b. Demolish structures in a systematic manner from the top of the structure to the ground.

c. Locate demolition and deconstruction equipment throughout the structure and remove materials so as to not impose excessive loads to supporting walls, floors, or framing.

3.1.2 Utilities and Related Equipment

3.1.2.1 General Requirements

Do not interrupt existing utilities serving occupied or used facilities, except when authorized in writing by the Contracting Officer. Do not interrupt existing utilities serving facilities occupied and used by the Government except when approved in writing and then only after temporary utility services have been approved and provided. Do not begin demolition or deconstruction work until all utility disconnections have been made. Shut off and cap utilities for future use, as indicated.

3.1.2.2 Disconnecting Existing Utilities

Remove existing utilities , as indicated and terminate in a manner conforming to the nationally recognized code covering the specific utility and approved by the Contracting Officer. When utility lines are encountered but are not indicated on the drawings, notify the Contracting Officer prior to further work in that area. Remove meters and related equipment and deliver to a location on the station in accordance with instructions of the Contracting Officer.

3.1.3 Masonry

Sawcut and remove masonry so as to prevent damage to surfaces to remain, to removed materials being salvaged and to facilitate the installation of new work. Salvage masonry removed in whole blocks and store for reuse.

3.1.4 Patching

Where removals leave holes and damaged surfaces exposed in the finished work, patch and repair these holes and damaged surfaces to match adjacent finished surfaces, using on-site materials when available. Where new work is to be applied to existing surfaces, perform removals and patching in a manner to produce surfaces suitable for receiving new work. Make finished surfaces of patched area flush with the adjacent existing surface and

match the existing adjacent surface as closely as possible to texture and finish. Provide patching as specified and indicated, and include the following:

a. Concrete and Masonry: Completely fill holes and depressions, caused by previous physical damage or left as a result of removals in existing masonry walls to remain, with an approved masonry patching material, applied in accordance with the manufacturer's printed instructions.

b. Where existing partitions have been removed leaving damaged or missing resilient tile flooring, patch to match the existing floor tile.

c. Patch acoustic lay-in ceiling where partitions have been removed. Make the transition between the different ceiling heights by continuing the higher ceiling level over to the first runner on the lower ceiling and closing the vertical opening with a painted sheet metal strip.

3.1.5 Air Conditioning Equipment

Remove air conditioning, refrigeration, and other equipment containing refrigerants without releasing chlorofluorocarbon refrigerants to the atmosphere in accordance with the Clean Air Act Amendment of 1990.Recover all refrigerants prior to removing air conditioning, refrigeration, and other equipment containing refrigerants and dispose of in accordance with the paragraph entitled "Disposal of Ozone Depleting Substance (ODS)." Turn in salvaged Class I ODS refrigerants as specified in paragraph, "Salvaged Materials and Equipment."

3.1.6 Cylinders and Canisters

Remove all fire suppression system cylinders and canisters and dispose of in accordance with the paragraph entitled "Disposal of Ozone Depleting Substance (ODS)."

3.1.7 Locksets on Swinging Doors

Remove all locksets from all swinging doors indicated to be removed and disposed of. Deliver the locksets and related items to a designated location for receipt by the Contracting Officer after removal.

3.1.8 Electrical Equipment and Fixtures

Salvage motors, motor controllers, and operating and control equipment that are attached to the driven equipment. Salvage wiring systems and components. Box loose items and tag for identification. Disconnect primary, secondary, control, communication, and signal circuits at the point of attachment to their distribution system.

3.1.8.1 Fixtures

Remove and salvage electrical fixtures. Salvage unprotected glassware from the fixture and salvage separately. Salvage incandescent, mercury-vapor, and fluorescent lamps and fluorescent ballasts manufactured prior to 1978, boxed and tagged for identification, and protected from breakage.

3.1.8.2 Electrical Devices

Remove and salvage switches, switchgear, transformers, conductors

including wire and nonmetallic sheathed and flexible armored cable, regulators, meters, instruments, plates, circuit breakers, panelboards, outlet boxes, and similar items. Box and tag these items for identification according to type and size.

3.1.8.3 Wiring Ducts or Troughs

Remove and salvage wiring ducts or troughs. Dismantle plug-in ducts and wiring troughs into unit lengths. Remove plug-in or disconnecting devices from the busway and store separately.

3.1.8.4 Conduit and Miscellaneous Items

Salvage conduit except where embedded in concrete or masonry. Consider corroded, bent, or damaged conduit as scrap metal. Sort straight and undamaged lengths of conduit according to size and type. Classify supports, knobs, tubes, cleats, and straps as debris to be removed and disposed.

3.1.9 Items With Unique/Regulated Disposal Requirements

Remove and dispose of items with unique or regulated disposal requirements in the manner dictated by law or in the most environmentally responsible manner.

3.2 DISPOSITION OF MATERIAL

3.2.1 Title to Materials

Except for salvaged items specified in related Sections, and for materials or equipment scheduled for salvage, all materials and equipment removed and not reused or salvaged, become the property of the Contractor and must be removed from Government property. Materials approved for storage by the Contracting Officer must be removed before completion of the contract. Title to materials resulting from demolition and deconstruction, and materials and equipment to be removed, is vested in the Contractor upon approval by the Contracting Officer. The Government will not be responsible for the condition or loss of, or damage to, such property after contract award. Showing for sale or selling materials and equipment on site is prohibited.

3.2.2 Reuse of Materials and Equipment

Remove and store materials and equipment as indicated on the drawings to be reused or relocated to prevent damage, and reinstall as the work progresses. Coordinate the re-use of materials and equipment with the re-use requirements in accordance with Section 01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL. Capture re-use of materials in the diversion calculations for the project.

3.2.3 Salvaged Materials and Equipment

Remove materials and equipment that are indicated on the drawings to be removed by the Contractor and that are to remain the property of the Government, and deliver to a storage site , as directed by the Contracting Officer.

a. Salvage items and material to the maximum extent possible.

b. Store all materials salvaged for the Contractor as approved by the Contracting Officer and remove from Government property before completion of the contract. Coordinate the salvaged materials with tracking requirements in accordance with Section 01 74 19 CONSTRUCTION WASTE MANAGEMENT AND DISPOSAL. Capture salvaged materials in the diversion calculations for the project.

c. Remove salvaged items to remain the property of the Government in a manner to prevent damage, and packed or crated to protect the items from damage while in storage or during shipment. Items damaged during removal or storage must be repaired or replaced to match existing items. Properly identify the contents of containers.

d. Remove and capture all Class I ODS refrigerants in accordance with the Clean Air Act Amendment of 1990, and turn in to the Navy as directed by the Commanding Officer.

3.2.4 Debris Disposal in the San Diego Area

Landfill coupons, that permit waste disposal at the Miramar Landfill free of charge, are available from the Contracting Officer. The coupons will be issued only upon the submission of a written request, by the prime contractor to the ROICC, which must identify the nature of the waste and the number of coupons requested. The landfill coupons issued under this contract are to be used only for the disposal of waste generated by this contract. If the prime contractor, one of its subcontractors, or one of its waste haulers is found to be misusing the landfill coupons by disposing of waste not generated under this contract, all rights under the contract to use landfill coupons are forfeited, from the date of misuse forward. All unused coupons will be returned to the Contracting Officer and no additional coupons will be issued for the duration of the contract. The Contracting Officer's refusal to issue landfill coupons, because of prior misuse, is not a change to the contract and no adjustment of the contract price will be made.

3.2.5 Disposal of Ozone Depleting Substance (ODS)

Class I and Class II ODS are defined in Section, 602(a) and (b), of The Clean Air Act. Prevent discharge of Class I and Class II ODS to the atmosphere. Place recovered ODS in cylinders meeting AHRI Guideline K suitable for the type ODS (filled to no more than 80 percent capacity) and provide appropriate labeling. Remove recovered ODS from Government property and dispose of in accordance with 40 CFR 82. Dispose products, equipment and appliances containing ODS in a sealed, self-contained system (e.g. residential refrigerators and window air conditioners) in accordance with 40 CFR 82. Submit Receipts or bills of lading, as specified. Submit a shipping receipt or bill of lading for all containers of ozone depleting substance (ODS) shipped to the Defense Depot, Richmond, Virginia.

3.2.5.1 Special Instructions

No more than one type of ODS is permitted in each container. Apply a warning/hazardous label to the containers in accordance with Department of Transportation regulations. Provide a tag with the following information on all cylinders including but not limited to fire extinguishers, spheres, or canisters containing an ODS:

a. Activity name and unit identification code

b. Activity point of contact and phone number

c. Type of ODS and pounds of ODS contained

d. Date of shipment

e. National stock number (for information, call (804) 279-4525).

3.2.5.2 Fire Suppression Containers

Deactivate fire suppression system cylinders and canisters with electrical charges or initiators prior to shipment. Also, safety caps must be used to cover exposed actuation mechanisms and discharge ports on these special cylinders.

3.2.6 Transportation Guidance

Ship all ODS containers in accordance with MIL-STD-129, DLA 4145.25 (also referenced one of the following: Army Regulation 700-68, Naval Supply Instruction 4440.128C, Marine Corps Order 10330.2C, and Air Force Regulation 67-12), 49 CFR 173.301, and DOD 4000.25-1-M.

3.3 CLEANUP

Remove debris and rubbish from project site and similar excavations. Remove and transport the debris in a manner that prevents spillage on streets or adjacent areas. Apply local regulations regarding hauling and disposal.

3.4 DISPOSAL OF REMOVED MATERIALS

3.4.1 Regulation of Removed Materials

Dispose of debris, rubbish, scrap, and other nonsalvageable materials resulting from removal operations with all applicable federal, state and local regulations as contractually specified off Naval Support Norfolk (NSN), Norfolk.

3.4.2 Burning on Government Property

Burning of materials removed from demolished and deconstructed structures will not be permitted on Government property.

3.4.3 Removal to Spoil Areas on Government Property

Transport noncombustible materials removed from demolition and deconstruction structures to designated spoil areas on Government property.

3.4.4 Removal from Government Property

Transport waste materials removed from demolished and deconstructed structures, except waste soil, from Government property for legal disposal. Dispose of waste soil as directed.

3.5 REUSE OF SALVAGED ITEMS

Recondition salvaged materials and equipment designated for reuse before installation. Replace items damaged during removal and salvage operations or restore them as necessary to usable condition.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 07 84 00

FIRESTOPPING
05/10, CHG 1: 08/13

PART 1 GENERAL

1.1 SUMMARY

Furnish and install tested and listed firestopping systems, combination of materials, or devices to form an effective barrier against the spread of flame, smoke and gases, and maintain the integrity of fire resistance rated walls, partitions, floors, and ceiling-floor assemblies, including through-penetrations and construction joints and gaps.

a. Through-penetrations include the annular space around pipes, tubes, conduit, wires, cables and vents.

b. Construction joints include those used to accommodate expansion, contraction, wind, or seismic movement; do not allow firestopping material to interfere with the required movement of the joint.

c. Gaps requiring firestopping include gaps between the curtain wall and the floor slab and between the top of the fire-rated walls and the roof or floor deck above and at the intersection of shaft assemblies and adjoining fire resistance rated assemblies.

1.2 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM E84	(2023) Standard Test Method for Surface Burning Characteristics of Building Materials
ASTM E119	(2024) Standard Test Methods for Fire Tests of Building Construction and Materials
ASTM E814	(2024) Standard Test Method for Fire Tests of Penetration Firestop Systems
ASTM E1399/E1399M	(1997; R 2022) Standard Test Method for Cyclic Movement and Measuring the Minimum and Maximum Joint Widths of Architectural Joint Systems
ASTM E1966	(2015; R 2019) Standard Test Method for Fire-Resistive Joint Systems
ASTM E2174	(2020a) Standard Practice for On-Site Inspection of Installed Firestop Systems
ASTM E2307	(2023b) Standard Test Method for

	Determining Fire Resistance of Perimeter Fire Barrier Systems Using Intermediate-Scale, Multi-story Test Apparatus
ASTM E2393	(2020a) Standard Practice for On-Site Inspection of Installed Fire Resistive Joint Systems and Perimeter Fire Barriers

FM GLOBAL (FM)

FM 4991	(2013) Approval of Firestop Contractors
FM APP GUIDE	(updated on-line) Approval Guide https://www.approvalguide.com/

INTERNATIONAL CODE COUNCIL (ICC)

ICC IBC	(2024) International Building Code

UL SOLUTIONS (UL)

UL 723	(2020) UL Standard for Safety Test for Surface Burning Characteristics of Building Materials
UL 1479	(2015; Reprint Apr 2024) Fire Tests of Through-Penetration Firestops
UL 2079	(2015; Reprint Jun 2024) Tests for Fire Resistance of Building Joint Systems
UL Fire Resistance	(2014) Fire Resistance Directory

1.3 SEQUENCING

Coordinate the specified work with other trades. Apply firestopping materials, at penetrations of pipes and ducts, prior to insulating, unless insulation meets requirements specified for firestopping. Apply firestopping materials. at building joints and construction gaps, prior to completion of enclosing walls or assemblies. Locate cast-in-place firestop devices and install in place before concrete placement. Install pipe, conduit or cable bundles through cast-in-place device after concrete placement but before area is concealed or made inaccessible. Firestop material must be inspected and approved prior to final completion and enclosing of any assemblies that may conceal installed firestop.

1.4 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

Firestopping System; G

SD-03 Product Data

Firestopping Materials; G

SD-06 Test Reports

Inspection; G

SD-07 Certificates

Inspector Qualifications

Firestopping Materials

Installer Qualifications; G

1.5 QUALITY ASSURANCE

1.5.1 Installer

Engage an experienced Installer who is:

a. FM Research approved in accordance with FM 4991, operating as a UL Certified Firestop Contractor, or

b. Certified, licensed, or otherwise qualified by the firestopping manufacturer as having the necessary staff, training, and a minimum of 3 years experience in the installation of manufacturer's products in accordance with specified requirements. Submit documentation of this experience. A manufacturer's willingness to sell its firestopping products to the Contractor or to an installer engaged by the Contractor does not in itself confer installer qualifications on the buyer. The Installer must be a trained representative of the manufacturer (not distributor or agent) in the proper selection and installation procedures. Obtain and submit installer's written certification of training, and retain proof of certification for duration of firestop installation.

1.5.2 Inspector Qualifications

The inspector must have a minimum of two years experience in construction field inspections of firestopping systems, products, and assemblies. The inspector must be completely independent of, and divested from, the installer, the manufacturer, and the supplier of any material or item being inspected. The inspector must not be a competitor of the installer, the contractor, the manufacturer, or supplier of any material or item being inspected. Include in the qualifications submittal a notarized statement assuring compliance with the requirements stated herein.

1.6 DELIVERY, STORAGE, AND HANDLING

Deliver materials in the original unopened packages or containers showing name of the manufacturer and the brand name. Store materials off the ground, protected from damage and exposure to elements and temperatures in accordance with manufacturer requirements. Remove damaged or deteriorated materials from the site. Use materials within their indicated shelf life.

PART 2 PRODUCTS

2.1 FIRESTOPPING SYSTEM

Submit detail drawings including manufacturer's descriptive data, typical details conforming to UL Fire Resistance or other details certified by another nationally recognized testing laboratory, installation instructions or UL listing details for a firestopping assembly in lieu of fire-test data or report. For those firestop applications for which no UL tested system is available through a manufacturer, submit a manufacturer's engineering judgment, derived from similar UL system designs or other tests for review and approval prior to installation. Submittal must indicate the firestopping material to be provided for each type of application. When more than a total of 5 penetrations and/or construction joints are to receive firestopping, provide drawings that indicate location, "F" "T" and "L" ratings, and type of application.

Also, submit a written report indicating locations of and types of penetrations and types of firestopping used at each location; record type by UL list printed numbers.

2.2 FIRESTOPPING MATERIALS

Provide firestopping materials, supplied from a single domestic manufacturer, consisting of commercially manufactured, asbestos-free, nontoxic products FM APP GUIDE approved, or UL listed, for use with applicable construction and penetrating items, complying with the following minimum requirements:

2.2.1 Fire Hazard Classification

Provide material that has a flame spread of 25 or less, and a smoke developed rating of 50 or less, when tested in accordance with ASTM E84 or UL 723. Provide an approved firestopping material as listed in UL Fire Resistance or by a nationally recognized testing laboratory.

2.2.2 Toxicity

Provide material that is nontoxic and carcinogen free to humans at all stages of application or during fire conditions and does not contain hazardous chemicals or require harmful chemicals to clean material or equipment.

2.2.3 Fire Resistance Rating

Firestop systems must be UL Fire Resistance listed or FM APP GUIDE approved with "F" rating at least equal to fire-rating of fire wall or floor in which penetrated openings are to be protected. Where required, firestop systems must also have "T" rating at least equal to the fire-rated floor in which the openings are to be protected.

2.2.3.1 Through-Penetrations

Firestopping materials for through-penetrations, as described in paragraph SUMMARY, must provide "F", "T" and "L" fire resistance ratings in accordance with ASTM E814 or UL 1479. Provide fire resistance ratings as follows:

2.2.3.1.1 Penetrations of Fire Resistance Rated Walls and Partitions

F Rating = Rating of wall or partition being penetrated.

2.2.3.1.2 Penetrations of Fire Resistance Rated Floors, Floor-Ceiling Assemblies and the Ceiling Membrane of Roof-Ceiling Assemblies

F Rating = Rating of assembly being penetrated, T Rating = Rating of assembly being penetrated. Where the penetrating item is outside of a wall cavity the F rating must be equal to the fire resistance rating of the floor penetrated, and the T rating must be in accordance with the requirements of ICC IBC.

2.2.3.1.3 Penetrations of Fire and Smoke Resistance Rated Walls, Floors, Floor-Ceiling Assemblies, and the ceiling membrane of Roof-Ceiling Assemblies

F Rating = Rating of assembly being penetrated, T Rating = Rating of assembly being penetrated and L Rating = Where L rating is required.

2.2.3.2 Construction Joints and Gaps

Fire resistance ratings of construction joints, as described in paragraph SUMMARY, and gaps such as those between floor slabs and curtain walls must be the same as the construction in which they occur. Provide construction joints and gaps with firestopping materials and systems that have been tested in accordance with ASTM E119, ASTM E1966 or UL 2079 to meet the required fire resistance rating. Provide curtain wall joints with firestopping materials and systems that have been tested in accordance with ASTM E2307 to meet the required fire resistance rating. Systems installed at construction joints must meet the cycling requirements of ASTM E1399/E1399M or UL 2079. Provide a minimum class II movement capability for all joints at the intersection of the top of a fire resistance rated wall and the underside of a fire-rated floor, floor ceiling, or roof ceiling assembly.

2.2.4 Material Certification

Submit certificates attesting that firestopping material complies with the specified requirements. Provide certification of compliance with UL 1479 for all intumescent firestop materials used in through penetration systems.

PART 3 EXECUTION

3.1 PREPARATION

Areas to receive firestopping must be free of dirt, grease, oil, or loose materials which may affect the fitting or fire resistance of the firestopping system. For cast-in-place firestop devices, formwork or metal deck to receive device prior to concrete placement must be sound and capable of supporting device. Prepare surfaces as recommended by the manufacturer.

3.2 INSTALLATION

Completely fill void spaces with firestopping material regardless of geometric configuration, subject to tolerance established by the manufacturer. Firestopping systems for filling floor voids 4 inches or more in any direction must be capable of supporting the same load as the floor is designed to support or be protected by a permanent barrier to

prevent loading or traffic in the firestopped area. Install firestopping in accordance with manufacturer's written instructions. Provide tested and listed firestop systems in the following locations, except in floor slabs on grade:

a. Penetrations of duct, conduit, tubing, cable and pipe through floors and through fire-resistance rated walls, partitions, and ceiling-floor assemblies.

b. Penetrations of vertical shafts such as pipe chases, elevator shafts, and utility chutes.

c. Gaps at the intersection of floor slabs and curtain walls, including inside of hollow curtain walls at the floor slab.

d. Gaps at perimeter of fire-resistance rated walls and partitions, such as between the top of the walls and the bottom of roof decks.

e. Construction joints in floors and fire rated walls and partitions.

f. Other locations where required to maintain fire resistance rating of the construction.

3.2.1 Insulated Pipes and Ducts

Cut and remove thermal insulation where pipes or ducts pass through firestopping, unless insulation meets requirements specified for firestopping. Replace thermal insulation with a material having equal thermal insulating and firestopping characteristics.

3.2.2 Fire Dampers

Install and firestop fire dampers in accordance with Section 23 30 00 HVAC AIR DISTRIBUTION. Firestop installed with fire damper must be tested and approved for use in fire damper system. Firestop installed with fire damper must be tested and approved for use in fire damper system.

3.2.3 Data and Communication Cabling

Seal cabling for data and communication applications with re-enterable firestopping products and devices.

3.2.3.1 Re-Enterable Devices

Provide firestopping devices that are pre-manufactured modular devices, containing built-in self-sealing intumescent inserts. Allow for cable moves, additions or changes without the need to remove or replace any firestop materials. Devices must be capable of maintaining the fire resistance rating of the penetrated membrane at 0 percent to 100 percent visual fill of penetrants; while maintaining "L" rating of <10 cfm/sf at 0 percent to 100 percent visual fill.

3.2.3.2 Re-Sealable Products

Provide firestopping pre-manufactured modular products, containing self-sealing intumescent inserts. Allow for cable moves, additions or changes. Provide devices capable of maintaining the fire resistance rating of the penetrated membrane at 0 percent to 100 percent visual fill of penetrants.

3.3 INSPECTION

For Navy projects, install one of each type of penetration and have it inspected and accepted by the MIDLANT Division, Naval Facilities Engineering Systems Command, Fire Protection Engineer prior to the installation of the remainder of the penetrations. At this inspection, the manufacturer's technical representative of the firestopping material must be present. For all projects, do not cover or enclose the remainder of the firestopped areas until inspection is complete and approved by the Contracting Officer. The inspector must inspect the applications initially to ensure adequate preparations (clean surfaces suitable for application, etc.) and periodically during the work to assure that the completed work has been accomplished according to the manufacturer's written instructions and the specified requirements. Submit written reports indicating locations of and types of penetrations and types of firestopping used at each location; record type by UL listed printed numbers.

3.3.1 Inspection Standards

Inspect all firestopping in accordance with ASTM E2393 and ASTM E2174 for firestop inspection, and document inspection results to be submitted.

3.3.2 Inspection Reports

Submit inspection report stating that firestopping work has been inspected and found to be applied according to the manufacturer's recommendations and the specified requirements.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 09 69 13

RIGID GRID ACCESS FLOORING
11/24

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY OF SAFETY PROFESSIONALS (ASSP)

ASSP A1264.1	(2017) Safety Requirements for Workplace Walking/Working Surfaces and Their Access; Workplace, Floor, Wall and Roof Openings; Stairs and Guardrail/Handrail Systems

ASTM INTERNATIONAL (ASTM)

ASTM A780/A780M	(2020) Standard Practice for Repair of Damaged and Uncoated Areas of Hot-Dip Galvanized Coatings
ASTM B85/B85M	(2018) Standard Specification for Aluminum-Alloy Die Castings
ASTM F150	(2006; R 2013) Standard Test Method for Electrical Resistance of Conductive and Static Dissipative Resilient Flooring
ASTM F1700	(2024) Standard Specification for Solid Vinyl Floor Tile

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH)

CDPH SECTION 01350	(2017; Version 1.2) Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources using Environmental Chambers

CEILINGS AND INTERIOR SYSTEMS CONSTRUCTION ASSOCIATION (CISCA)

CISCA Access Floors	(2007) Recommended Test Procedures for Access Floors

GREEN SEAL (GS)

GS-36	(2013) Adhesives for Commercial Use

ICC EVALUATION SERVICE, INC. (ICC-ES)

ICC-ES AC300	(2014) Acceptance Criteria for Access Floors

INTERNATIONAL CODE COUNCIL (ICC)

ICC IBC (2024) International Building Code

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 99 (2024) Health Care Facilities Code

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)

SCAQMD Rule 1168 (2022) Adhesive and Sealant Applications

1.2 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

Detailed Installation Drawings; G

Fabrication Drawings; G

SD-03 Product Data

Access Flooring System; G

Recycled Content of Access Flooring System; S

Indoor Air Quality For Pedestal Adhesive; S

Indoor Air Quality For Concrete Sealer; S

Indoor Air Quality For Adhesives; S

SD-04 Samples

Floor Panels

Floor Covering; G

Accessories; G

Perforated Directional Air Supply Panels; G

Cut Outs; G

SD-05 Design Data

Seismic Calculations

SD-06 Test Reports

Factory Tests

Concentrated Load

Uniform Live Load

Rolling Load

Impact Load

Ultimate Load

Stringer Load

Pedestal Axial Load

Bonding Strength of Pedestal Adhesive

Electrical Resistance

Field Tests

SD-07 Certificates

Compliance with ICC-ES AC300

Compliance with ICC IBC

Certificate of Compliance

Qualification of Manufacturer

SD-10 Operation and Maintenance Data

Operation and Maintenance Manuals; G

SD-11 Closeout Submittals

Lifting Device

Warranty; G

1.3 SPARE PARTS

Provide four floor panels complete with specified floor covering for future use.

1.4 QUALITY CONTROL

1.4.1 Qualification of Manufacturer

Access flooring manufacturer must have at least 5 years experience in manufacturing access flooring systems. Certify that the manufacturer of the access flooring system meets requirements specified under paragraph entitled QUALIFICATION OF MANUFACTURER.

1.5 DELIVERY, STORAGE, AND HANDLING

1.5.1 Delivery

Deliver materials to site in undamaged condition, in original containers or packages, complete with accessories and instructions. Label packages with manufacturer's name and brand designations. Package materials

covered by specific references bearing specification number, type and class as applicable.

1.5.2 Storage

Store all materials in original protective packaging in a safe, dry, and clean location. Store panels at temperatures between 40 and 90 degrees F, and between 20 and 70 percent humidity. Replace defective or damaged materials.

1.5.3 Handling

Handle and protect materials in a manner to prevent damage during the entire construction period.

1.6 WARRANTY

Minimum manufacturer warranty must have no dollar limit, cover full system, and must have a minimum duration of 5 years. Include an agreement to repair or replace floor panels, pedestals or stringers that fail within the warranty period in the standard performance guarantee or warranty. Failures include, but are not limited to, sagging and warping of panels; rusting; and manufacturing defects of panels or support system.For static-dissipative vinyl tile provide manufacturer's standard performance guarantees or warranties that extend beyond one year, standard warranty must not be less than a five year wear warranty and ten year conductivity warranty.

PART 2 PRODUCTS

2.1 SYSTEM DESCRIPTION

a. Provide for self-alignment of floor panels, adjustable pedestals and readily removable floor panels covered as specified.

b. Lateral stability of floor support system must be independent of panels. Provide a finished assembly that is rigid and free of vibration, noises, and rocking panels.

c. Submit certificate of compliance attesting that the installed access floor system meets specification requirements, including all special equipment loads and specific electrical and or cable requirements for the complete access flooring system including, but not limited to the following:

(1) Compliance with ICC-ES AC300 and Compliance with ICC IBC Acceptance Criteria for Access Floors.

(2) Load-bearing capabilities of pedestals, floor panels, and pedestal adhesive resisting force.

(3) Supporting independent laboratory test reports. For panel, stringer and pedestal load test results include concentrated loads at center of panel, panel edge midpoint, ultimate loads and uniform loads.

(4) Floor electrical characteristics.

(5) Material requirements.

(6) An elevated floor system free of defects in materials, fabrication, finish, and installation, that will remain so for a period of not less than 1 years after completion.

d. Submit manufacturer's product data for access flooring system consisting of descriptive data, catalog cuts, and installation instructions. Include in the data information about any design and production techniques, total system including all accessories and finish coatings of under-floor components, procedures and policies used to conserve energy, reduce material, improve waste management or incorporate green building/recycled products into the manufacture of their components or products. Include cleaning and maintenance instructions. Systems which contain zinc electroplated anti-corrosion coatings are prohibited.

2.1.1 Design Requirements

Conduct floor panel testing in accordance with CISCA Access Floors. When tested as specified, make all deflection and deformation measurements at the point of load application on the top surface of the panel. Floor panels must be capable of supporting the following loads:

a. Design load of 3000 pounds on one square inch, at any point on panel, without a top-surface deflection more than 0.10 inch, and a permanent set not to exceed 0.01 inch in any of the specified tests. Testing must be in accordance with CISCA Access Floors, Section 1 Concentrated Loads with test panels being supported by understructure to be used with installed system instead of steel support blocks.

b. A rolling load of 2400 pounds applied through hard rubber surfaced wheel 6 inch diameter by 2 inch wide for 10,000 cycles over the same path. Permanent set at conclusion of test must not exceed 0.040 inch when tested in accordance with CISCA Access Floors, Section 3 Rolling Loads.

c. A rolling load of 2700 pounds applied through a 3 inch diameter by 1-13/16 inch wide caster for 10 cycles over the same path, without developing a local overall surface deformation greater than 0.04 inch. In accordance with CISCA Access Floors, Section 3 Rolling Loads, the permanent deformation limit under rolling load must be satisfied in all of the specified tests.

d. An impact load of 150 pounds anywhere on the panel dropped from a height of 36 inches onto a 1 square inch area without failure of the system, according to CISCA Access Floors, Section 8 Drop Impact Load Test.

e. Ultimate Load. Panels must meet manufactures published Ultimate Load rating of 5000 pounds when tested in accordance with CISCA Access Floors, Section 2 Ultimate Loading.

f. Safety Factor. Panels must provide a minimum Safety Factor of 5 times the uniform load specified above in accordance with ICC-ES AC300.

g. Recycled Content. Provide Access Flooring System (panels, stringers and pedestals) containing a minimum of 20 percent recycled content. Provide data identifying percentage of recycled content of access flooring system.

2.1.2 Allowable Tolerances

2.1.2.1 Floor Panel Flatness

Plus or minus 0.035 inches on diagonal on top of panel or underneath edge.

2.1.2.2 Floor Panel Length

Plus or minus 0.015 inch.

2.1.2.3 Floor Panel Squareness

Plus or minus 0.02 inch in panel length.

2.1.3 Bond Strength of Factory Installed Covering

Bond strength of floor covering must be sufficient to permit handling of the panels by use of the panel lifting device, and to withstand moving caster loads up to 3000 pounds, without separation of the covering from the panel.

2.2 FLOOR PANELS

2.2.1 Floor System Drawings And Planer Quality

a. Submit Fabrication Drawings for elevated floor systems consisting of fabrication and assembly details to be performed in the factory.

b. Indicate on Location Drawings exact location of pedestals, ventilation openings, cable cutouts, and the panel installation pattern.

c. Provide Detail Drawings showing details of the pedestals, pedestal-floor interlocks, floor panels, panel edging, floor openings, floor opening edging, floor registers, floor grilles, cable cutout treatment, perimeter base, expansion, and peripheral support facilities.

d. Design and workmanship of the floor, as installed, must be completely planar within plus or minus 0.060 inch in 10 feet, 0.100 inch for the entire floor, and 0.030 inch across panel joints.

e. Floor-panel joint-width tolerances must not exceed 0.017 inch as measured with a feeler gage at any point in any joint when the panels are installed and as long as the air leakage requirements specified in this section are met.

f. Submit three complete samples of floor panels.

2.2.2 Detailed Installation Drawings

Submit Detailed Installation Drawings that as a minimum indicate the following:

a. Location of panels

b. Layout of supports, panels, and cutout locations

c. Stair, handrail, and ramp framing

d. Sizes and details of components

e. Details at floor perimeter and height above structural floor

f. Method of anchorage to structural subfloor

g. Lateral bracing

h. Typical cutout details

i. Gasketing, return air grilles, supply air registers, and perforated panels. Include air transfer capacity of grilles, registers and panels

j. Description of shop coating

k. Floor finishes

l. Location of connection to building grounding electrode

2.2.3 Panel Construction

a. Base access floor system on a 24 by 24 inch square module providing clearance matching existing between structural floor and underside of panel and stringer. Fabricate so accurate job cutting and fitting may be done using standard sizes for perimeters and around columns.

b. Do not expose metal on finished top surface of panels. Provide cutouts and cutout closures to accommodate utility systems and equipment intercabling. Reinforce cutouts to meet design load requirements. Provide extra support pedestals at each corner of cutout for cutout panels that do not meet specified design load requirements.

c. Panel design must provide for convenient panel removal for underfloor servicing and for openings for new equipment. Use panels of uniform dimensions within specified tolerances. Permanently mark panels to indicate load rating and model number.

d. Machine square floor panels to within plus or minus 0.015 inch with edge straightness plus or minus 0.0025 inch. If plastic edging is applied to the panel, the tolerances apply to the panel before the plastic edging is applied.

2.2.3.1 Aluminum

Provide aluminum panels of die-cast or extruded construction conforming to ASTM B85/B85M.

2.2.3.2 Cementitious-Filled Formed Steel (Composite Panels)

a. Provide composite panels of die-formed steel construction totally enclosing the panel, including the top surface. The void spaces between the top sheet and the formed steel bottom sheet must be completely filled with an incombustible cementitious or concrete material. Seal cut edges in accordance with manufacturer's recommendations. Gravity held panels with bolted stringer understructure: Fasten end of each stringer and mid-point of each 4 foot stringer positively to pedestal heads, using manufacturer's

standard screws. Provide screws that are removable from top.

b. Grid supported panels must be further tested by supporting them at two opposite edges and applying a 500-pound load at the center of a panel selected; the panel must be similarly tested while supported at the other two edges. Weld failure at any point under this loading is not acceptable. This additional test must be applied to one panel per 500 square feet of floor in the system, but in no case less than two panels. When any weld fails, the number of panels designated by the Contracting Officer must be similarly tested; replace those panels that have a weld failure at no cost to the Government.

2.2.4 Floor Covering

Surface floor panels with factory applied finish materials firmly bonded in place with waterproof adhesive. The electrical resistance must remain stable over the life expectancy of the floor covering. Any anti-static agent used in the manufacturing process must be an integral part of the material, not surface applied. Bolt heads or similar attachments must not rise above the traffic surface. Submit three separate samples of each specified floor covering finish and color.

2.2.4.1 Static-Dissipative Vinyl Tile

Provide factory applied static-dissipative vinyl tile that is a homogeneous vinyl product and conforms to ASTM F1700, Class I monolithic, Type A smooth surface. Provide electrical resistance from surface to surface and surface to ground between 1,000,000 ohms (1.0×10^6) and 1,000,000,000 ohms (1.0×10^9) when tested in accordance with ASTM F150. Material must consist of one piece to cover the face of the panel. Provide edge detail that is integral to the finish material.

2.2.5 Accessories

Provide the manufacturer's standard registers, grilles, perforated panels, and plenum dividers type where indicated. Provide registers, grilles, and perforated panels designed to support the same static loads as floor panels without structural failure, and capable of delivering the air volumes indicated. Registers and perforated panels must be 25 percent open area and equipped with adjustable dampers. Submit three samples and colors of each accessory.

2.2.6 Adhesives

Provide adhesives as recommended by the manufacturer. Provide non-aerosol adhesive products that meet either emissions requirements of CDPH SECTION 01350 (use the requirements for either office or classroom, regardless of space type) or VOC content requirements of SCAQMD Rule 1168. Provide aerosol adhesives that meet either emissions requirements of CDPH SECTION 01350 (use the requirements for office or classroom, regardless of space type) or VOC content requirements of GS-36. Provide validation of indoor air quality for adhesives. Provide conductive adhesive as recommended by the manufacturer of the static-control flooring.

2.2.7 Lifting Device

At turn over provide one floor panel lifting device standard with the floor manufacturer, for each individual floor area (room or corridor). Furnish a minimum of two devices.

2.3 FACTORY TESTS

Factory test access flooring, using an independent laboratory, at the same position and maximum design elevation and in the same arrangement as shown on the drawings for installation so as to duplicate service conditions as much as possible.

2.3.1 Load Tests

Conduct floor panel, stringer, and pedestal testing in accordance with CISCA Access Floors to determine deformation and permanent set of panels and systems due to concentrated, Uniform, rolling, impact and ultimate loading when panels are supported by actual understructure.

2.3.2 Bond Strength of Covering

Conduct test for bond strength of covering in accordance with CISCA Access Floors for rolling loads, except as specified. Panels must be tested with specified hard surface flooring and on the pedestals and stringers as specified for the installed floor. Brace the supports as necessary to prevent sideways movement during the test. Impose a test load of 1000 pounds on the test assembly through a 3 inches in diameter and 1 inch wide hard plastic caster. Roll the caster completely across the center of the panel. The panel must withstand 20 passes of the caster with no delamination or separation of the covering.

2.4 PERFORATED AIR SUPPLY PANELS

Provide air supply floor panels that meet the design criteria specified for standard panels, to sustain point loads of 1000 pounds without failure or permanent deformation, are fabricated of 14-gage perforated steel sheet welded to minimum 16-gage side channels, are covered with high pressure laminate to match standard panels, and have a uniform perforated pattern to allow even air distribution.

2.5 COLOR

Color must match existing panels. Color listed is not intended to limit the selection of equal colors from other manufacturers.

PART 3 EXECUTION

3.1 INSTALLATION

Install access flooring at the location and elevation and in the arrangement shown on the approved detailed installation drawings. The floor system must be of the rigid grid stringer type, complete with all supplemental items, and be the standard product of a manufacturer specializing in access flooring systems.

3.1.1 Preparation for Installation

Clear out all debris in the area in which the floor system is to be installed. Thoroughly clean structural floor surfaces and remove all dust. Install floor coatings, required for dust or vapor control, prior to installation of pedestals, only if the pedestal adhesive will not damage the coating. If the coating and adhesive are not compatible, apply the coating after the pedestals have been installed and the adhesive has

cured.

3.1.2 Panels

Interlock panels with supports in a manner that will preclude lateral movement. Fasten perimeter panels, cutout panels, and panels adjoining columns, stairs, and ramps to the supporting components to form a rigid boundary for the interior panels. Level floors within the specified tolerances. Cut edges of steel panels must be finished as recommended by the panel manufacturer. Exposed edges of composite panels must be coated with a silicone rubber sealant or with an adhesive recommended by the panel manufacturer. Secure extruded vinyl edging in place at all cut edges of all panel cut-outs to prevent abrasion of cables. Where the space below the floor is a plenum, close cutouts for conduit and similar penetrations using self-extinguishing sponge rubber or air sealing grommets.

3.1.3 Carpet Tile

Reference carpet tile paragraph in FLOOR COVERING for carpet tile installation requirements.

3.1.4 Repair of Zinc Coating

Repair zinc coating that has been damaged, and cut edges of zinc-coated components and accessories, by the application of a galvanizing repair paint conforming to ASTM A780/A780M. Areas to be repaired must be thoroughly cleaned prior to application of the paint.

3.2 FIELD TESTS

Submit certified copies of test reports from an approved testing laboratory, attesting that the proposed floor system components meet the performance requirements specified.

3.2.1 Acceptance Tests

Conduct acceptance tests after installation of floor system. Make at least one test for the floor area. Conduct tests in presence of Contracting Officer and representatives of manufacturer and installer. Submit certified copies of test reports from an approved testing laboratory, attesting that the proposed floor system components meet the performance requirements specified.

3.2.2 Electrical Resistance

Conduct testing of electrical resistance, in the completed installation, in the presence of the Contracting Officer in accordance with NFPA 99, modified by placing one electrode on the center of the panel surface and connecting the other electrode to the metal flooring support. Take measurements at five or more locations. Each measurement must be the average of five readings of 15 seconds duration at each location. During the tests, relative humidity must be 45 to 55 percent and temperature set at 69 to 75 degrees F. Select panels used in the testing at random and include two panels most distant from the ground connection. Measure electrical resistance with instruments that are accurate within 2 percent and that have been calibrated within 60 days prior to the performance of the resistance tests. The metal-to-metal resistance from panel to supporting pedestal must not exceed 10 ohms. The resistance between the

wearing surface of the floor covering and the ground connection, as measured on the completed installation, must be in accordance with paragraph FLOOR COVERING.

3.3 CLEANING AND PROTECTION

3.3.1 Cleaning

Keep the space below the completed floor free of all debris. Before any traffic or other work on the completed raised floor is started, clean the completed floor in accordance with the floor covering manufacturer's instructions. Do not permit seepage of cleaner between individual panels.

3.3.2 Protection

Protect traffic areas of raised floor systems with a covering of building paper, fiberboard, or other suitable material to prevent damage to the surface. Cover cutouts with material of sufficient strength to support the loads to be encountered. Place plywood or similar material on the floor to serve as runways for installation of heavy equipment not in excess of design load capacity. Maintain protection until the raised floor system is accepted.

3.3.3 Surplus Material Removal

Clean surfaces of the work, and adjacent surfaces soiled as a result of the work. Remove all installation equipment, surplus materials, and rubbish from the work site.

3.4 OPERATION AND MAINTENANCE MANUALS

Submit maintenance instructions for proper care of the floor panel surface. When conductive flooring is specified, also submit maintenance instructions to identify special cleaning and maintenance requirements to maintain "conductivity" properties of the panel finish. Include requirements for maintenance of required dry and wet flooring slip resistance for level and ramped surfaces complying with ASSP A1264.1.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 23 03 00.00 20

BASIC MECHANICAL MATERIALS AND METHODS
08/10, CHG 3: 08/18

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM B117	(2019) Standard Practice for Operating Salt Spray (Fog) Apparatus

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE C2	(2023) National Electrical Safety Code

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

NEMA MG 1	(2021) Motors and Generators
NEMA MG 10	(2017) Energy Management Guide for Selection and Use of Fixed Frequency Medium AC Squirrel-Cage Polyphase Induction Motors
NEMA MG 11	(1977; R 2012) Energy Management Guide for Selection and Use of Single Phase Motors

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(2023; ERTA 1 2024; TIA 24-1; TIA 25-2) National Electrical Code

1.2 RELATED REQUIREMENTS

This section applies to all sections of Divisions: 21, FIRE SUPPRESSION; 22, PLUMBING; and 23, HEATING, VENTILATING, AND AIR CONDITIONING of this project specification, unless specified otherwise in the individual section.

1.3 QUALITY ASSURANCE

1.3.1 Material and Equipment Qualifications

Provide materials and equipment that are standard products of manufacturers regularly engaged in the manufacture of such products, which are of a similar material, design and workmanship. Standard products must have been in satisfactory commercial or industrial use for 2 years prior to bid opening. The 2-year use must include applications of equipment and materials under similar circumstances and of similar size. The product must have been for sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the 2 year period.

1.3.2 Alternative Qualifications

Products having less than a two-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturer's factory or laboratory tests, can be shown.

1.3.3 Service Support

The equipment items must be supported by service organizations. Submit a certified list of qualified permanent service organizations for support of the equipment which includes their addresses and qualifications. These service organizations must be reasonably convenient to the equipment installation and able to render satisfactory service to the equipment on a regular and emergency basis during the warranty period of the contract.

1.3.4 Manufacturer's Nameplate

For each item of equipment, provide a nameplate bearing the manufacturer's name, address, model number, and serial number securely affixed in a conspicuous place; the nameplate of the distributing agent will not be acceptable.

1.3.5 Modification of References

In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "must" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction", or words of similar meaning, to mean the Contracting Officer.

1.3.5.1 Definitions

For the International Code Council (ICC) Codes referenced in the contract documents, advisory provisions must be considered mandatory, the word "should" is interpreted as "must." Reference to the "code official" must be interpreted to mean the "Contracting Officer." For Navy owned property, references to the "owner" must be interpreted to mean the "Contracting Officer." For leased facilities, references to the "owner" must be interpreted to mean the "lessor." References to the "permit holder" must be interpreted to mean the "Contractor."

1.3.5.2 Administrative Interpretations

For ICC Codes referenced in the contract documents, the provisions of Chapter 1, "Administrator," do not apply. These administrative requirements are covered by the applicable Federal Acquisition Regulations (FAR) included in this contract and by the authority granted to the Officer in Charge of Construction to administer the construction of this project. References in the ICC Codes to sections of Chapter 1, must be applied appropriately by the Contracting Officer as authorized by his administrative cognizance and the FAR.

1.4 DELIVERY, STORAGE, AND HANDLING

Handle, store, and protect equipment and materials to prevent damage before and during installation in accordance with the manufacturer's recommendations, and as approved by the Contracting Officer. Replace

damaged or defective items.

1.5 ELECTRICAL REQUIREMENTS

Furnish motors, controllers, disconnects and contactors with their respective pieces of equipment. Motors, controllers, disconnects and contactors must conform to and have electrical connections provided under Section 26 20 00 INTERIOR DISTRIBUTION SYSTEM. Furnish internal wiring for components of packaged equipment as an integral part of the equipment. Extended voltage range motors will not be permitted. Controllers and contactors shall have a maximum of 120 volt control circuits, and must have auxiliary contacts for use with the controls furnished. When motors and equipment furnished are larger than sizes indicated, the cost of additional electrical service and related work must be included under the section that specified that motor or equipment. Power wiring and conduit for field installed equipment must be provided under and conform to the requirements of Section 26 20 00 INTERIOR DISTRIBUTION SYSTEM.

1.6 ELECTRICAL INSTALLATION REQUIREMENTS

Electrical installations must conform to IEEE C2, NFPA 70, and requirements specified herein.

1.6.1 New Work

Provide electrical components of mechanical equipment, such as motors, motor starters (except starters/controllers which are indicated as part of a motor control center), control or push-button stations, float or pressure switches, solenoid valves, integral disconnects, and other devices functioning to control mechanical equipment, as well as control wiring and conduit for circuits rated 100 volts or less, to conform with the requirements of the section covering the mechanical equipment. Extended voltage range motors are not to be permitted. The interconnecting power wiring and conduit, control wiring rated 120 volts (nominal) and conduit, the motor control equipment forming a part of motor control centers, and the electrical power circuits must be provided under Division 26, except internal wiring for components of package equipment must be provided as an integral part of the equipment. When motors and equipment furnished are larger than sizes indicated, provide any required changes to the electrical service as may be necessary and related work as a part of the work for the section specifying that motor or equipment.

1.6.2 Modifications to Existing Systems

Where existing mechanical systems and motor-operated equipment require modifications, provide electrical components under Division 26.

1.6.3 High Efficiency Motors

1.6.3.1 High Efficiency Single-Phase Motors

Unless otherwise specified, single-phase fractional-horsepower alternating-current motors must be high efficiency types corresponding to the applications listed in NEMA MG 11.

1.6.3.2 High Efficiency Polyphase Motors

Unless otherwise specified, polyphase motors must be selected based on high efficiency characteristics relative to the applications as listed in

NEMA MG 10. Additionally, polyphase squirrel-cage medium induction motors with continuous ratings must meet or exceed energy efficient ratings in accordance with Table 12-6C of NEMA MG 1.

1.6.4 Three-Phase Motor Protection

Provide controllers for motors rated one 1 horsepower and larger with electronic phase-voltage monitors designed to protect motors from phase-loss, undervoltage, and overvoltage. Provide protection for motors from immediate restart by a time adjustable restart relay.

1.7 INSTRUCTION TO GOVERNMENT PERSONNEL

When specified in other sections, furnish the services of competent instructors to give full instruction to the designated Government personnel in the adjustment, operation, and maintenance, including pertinent safety requirements, of the specified equipment or system. Instructors must be thoroughly familiar with all parts of the installation and must be trained in operating theory as well as practical operation and maintenance work.

Instruction must be given during the first regular work week after the equipment or system has been accepted and turned over to the Government for regular operation. The number of man-days (8 hours per day) of instruction furnished must be as specified in the individual section. When more than 4 man-days of instruction are specified, use approximately half of the time for classroom instruction. Use other time for instruction with the equipment or system.

When significant changes or modifications in the equipment or system are made under the terms of the contract, provide additional instruction to acquaint the operating personnel with the changes or modifications.

1.8 ACCESSIBILITY

Install all work so that parts requiring periodic inspection, operation, maintenance, and repair are readily accessible. Install concealed valves, expansion joints, controls, dampers, and equipment requiring access, in locations freely accessible through access doors.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

3.1 PAINTING OF NEW EQUIPMENT

New equipment painting must be factory applied or shop applied, and must be as specified herein, and provided under each individual section.

3.1.1 Factory Painting Systems

Manufacturer's standard factory painting systems may be provided subject to certification that the factory painting system applied will withstand 125 hours in a salt-spray fog test, except that equipment located outdoors must withstand 500 hours in a salt-spray fog test. Salt-spray fog test must be in accordance with ASTM B117, and for that test the acceptance criteria must be as follows: immediately after completion of the test,

the paint must show no signs of blistering, wrinkling, or cracking, and no loss of adhesion; and the specimen must show no signs of rust creepage beyond 0.125 inch on either side of the scratch mark.

The film thickness of the factory painting system applied on the equipment must not be less than the film thickness used on the test specimen. If manufacturer's standard factory painting system is being proposed for use on surfaces subject to temperatures above 120 degrees F, the factory painting system must be designed for the temperature service.

3.1.2 Shop Painting Systems for Metal Surfaces

Clean, pretreat, prime and paint metal surfaces; except aluminum surfaces need not be painted. Apply coatings to clean dry surfaces. Clean the surfaces to remove dust, dirt, rust, oil and grease by wire brushing and solvent degreasing prior to application of paint, except metal surfaces subject to temperatures in excess of 120 degrees F must be cleaned to bare metal.

Where more than one coat of paint is specified, apply the second coat after the preceding coat is thoroughly dry. Lightly sand damaged painting and retouch before applying the succeeding coat. Color of finish coat must be aluminum or light gray.

a. Temperatures Less Than 120 Degrees F: Immediately after cleaning, the metal surfaces subject to temperatures less than 120 degrees F must receive one coat of pretreatment primer applied to a minimum dry film thickness of 0.3 mil, one coat of primer applied to a minimum dry film thickness of 1 mil; and two coats of enamel applied to a minimum dry film thickness of 1 mil per coat.

b. Temperatures Between 120 and 400 Degrees F: Metal surfaces subject to temperatures between 120 and 400 degrees F must receive two coats of 400 degrees F heat-resisting enamel applied to a total minimum thickness of 2 mils.

c. Temperatures Greater Than 400 Degrees F: Metal surfaces subject to temperatures greater than 400 degrees F must receive two coats of 600 degrees F heat-resisting paint applied to a total minimum dry film thickness of 2 mils.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 23 07 00

THERMAL INSULATION FOR MECHANICAL SYSTEMS
08/24

PART 1 GENERAL

1.1 REFERENCES

The publications listed below form a part of this specification to the extent referenced. The publications are referred to within the text by the basic designation only. At the discretion of the Government, the manufacturer of any material supplied will be required to furnish test reports pertaining to any of the tests necessary to assure compliance with the standard or standards referenced in this specification.

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE 90.1 - IP	(2019) Energy Standard for Buildings Except Low-Rise Residential Buildings
ASHRAE 90.1 - SI	(2019) Energy Standard for Buildings Except Low-Rise Residential Buildings

ASTM INTERNATIONAL (ASTM)

ASTM A580/A580M	(2023) Standard Specification for Stainless Steel Wire
ASTM B209	(2014) Standard Specification for Aluminum and Aluminum-Alloy Sheet and Plate
ASTM C195	(2007; R 2024) Standard Specification for Mineral Fiber Thermal Insulating Cement
ASTM C450	(2008) Standard Practice for Fabrication of Thermal Insulating Fitting Covers for NPS Piping, and Vessel Lagging
ASTM C534/C534M	(2025) Standard Specification for Preformed Flexible Elastomeric Cellular Thermal Insulation in Sheet and Tubular Form
ASTM C552	(2022) Standard Specification for Cellular Glass Thermal Insulation
ASTM C553	(2024) Standard Specification for Mineral Fiber Blanket Thermal Insulation for Commercial and Industrial Applications
ASTM C612	(2014; R 2019) Standard Specification for Mineral Fiber Block and Board Thermal Insulation
ASTM C647	(2008; R 2013) Properties and Tests of Mastics and Coating Finishes for Thermal

	Insulation
ASTM C755	(2019b) Standard Practice for Selection of Water Vapor Retarders for Thermal Insulation
ASTM C795	(2008; R 2023) Standard Specification for Thermal Insulation for Use in Contact with Austenitic Stainless Steel
ASTM C916	(2020) Standard Specification for Adhesives for Duct Thermal Insulation
ASTM C920	(2018; R 2024) Standard Specification for Elastomeric Joint Sealants
ASTM C921	(2010; R 2015) Standard Practice for Determining the Properties of Jacketing Materials for Thermal Insulation
ASTM C1136	(2023) Standard Specification for Flexible, Low Permeance Vapor Retarders for Thermal Insulation
ASTM C1290	(2016; R 2021) Standard Specification for Flexible Fibrous Glass Blanket Insulation Used to Externally Insulate HVAC Ducts
ASTM C1710	(2011) Standard Guide for Installation of Flexible Closed Cell Preformed Insulation in Tube and Sheet Form
ASTM D882	(2012) Tensile Properties of Thin Plastic Sheeting
ASTM D2863	(2019) Standard Test Method for Measuring the Minimum Oxygen Concentration to Support Candle-Like Combustion of Plastics (Oxygen Index)
ASTM D5590	(2017; R 2021) Standard Test Method for Determining the Resistance of Paint Films and Related Coatings to Fungal Defacement by Accelerated Four-Week Agar Plate Assay
ASTM E84	(2024) Standard Test Method for Surface Burning Characteristics of Building Materials
ASTM E96/E96M	(2024a) Standard Test Methods for Gravimetric Determination of Water Vapor Transmission Rate of Materials
ASTM E2231	(2021) Standard Practice for Specimen Preparation and Mounting of Pipe and Duct Insulation Materials to Assess Surface Burning Characteristics

CALIFORNIA DEPARTMENT OF PUBLIC HEALTH (CDPH)

CDPH SECTION 01350	(2017; Version 1.2) Standard Method for the Testing and Evaluation of Volatile Organic Chemical Emissions from Indoor Sources using Environmental Chambers

FM GLOBAL (FM)

FM APP GUIDE	(updated on-line) Approval Guide https://www.approvalguide.com/

GREEN SEAL (GS)

GS-36	(2013) Adhesives for Commercial Use

MANUFACTURERS STANDARDIZATION SOCIETY OF THE VALVE AND FITTINGS INDUSTRY (MSS)

MSS SP-58	(2018) Pipe Hangers and Supports - Materials, Design and Manufacture, Selection, Application, and Installation

MIDWEST INSULATION CONTRACTORS ASSOCIATION (MICA)

MICA Insulation Stds	(8th Ed) National Commercial & Industrial Insulation Standards

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 90A	(2024) Standard for the Installation of Air Conditioning and Ventilating Systems
NFPA 90B	(2024) Standard for the Installation of Warm Air Heating and Air Conditioning Systems

SCIENTIFIC CERTIFICATION SYSTEMS (SCS)

SCS	SCS Global Services (SCS) Indoor Advantage

SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT (SCAQMD)

SCAQMD Rule 1168	(2022) Adhesive and Sealant Applications

TECHNICAL ASSOCIATION OF THE PULP AND PAPER INDUSTRY (TAPPI)

TAPPI T403 OM	(2022) Bursting Strength of Paper

U.S. DEPARTMENT OF DEFENSE (DOD)

MIL-A-3316	(1987; Rev C; Am 2 1990) Adhesives, Fire-Resistant, Thermal Insulation
MIL-A-24179	(1969; Rev A; Am 2 1980; Notice 1 1987; Notice 2 2020) Adhesive, Flexible Unicellular-Plastic Thermal Insulation
MIL-PRF-19565	(1988; Rev C) Coating Compounds, Thermal

	Insulation, Fire- and Water-Resistant, Vapor-Barrier

UL SOLUTIONS (UL)

UL 94	(2023; Reprint Jan 2024) UL Standard for Safety Tests for Flammability of Plastic Materials for Parts in Devices and Appliances
UL 723	(2018; Reprint Jun 2025) UL Standard for Safety Test for Surface Burning Characteristics of Building Materials
UL 2818	(2022) GREENGUARD Certification Program For Chemical Emissions For Building Materials, Finishes And Furnishings

1.2 SYSTEM DESCRIPTION

1.2.1 General

Provide field-applied insulation and accessories on mechanical systems as specified herein.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

Submit the three SD types, SD-02 Shop Drawings, SD-03 Product Data, and SD-08 Manufacturer's Instructions at the same time for each system.

Pipe Insulation Systems and Associated Accessories

Duct Insulation Systems and Associated Accessories

Recycled content for insulation materials; S

SD-03 Product Data

Pipe Insulation Systems; G

Duct Insulation Systems; G

Thermal Insulation; G

SD-07 Certificates

Indoor air quality for adhesives; S

SD-08 Manufacturer's Instructions

Pipe Insulation Systems; G

Duct Insulation Systems; G

1.4 CERTIFICATIONS

1.4.1 Adhesives and Sealants

Provide products certified to meet indoor air quality requirements by UL 2818 (Greenguard) Gold, SCS Global Services Indoor Advantage Gold or provide certification or validation by other third-party programs that products meet the requirements of this Section. Provide current product certification documentation from certification body. When product does not have certification, provide validation that product meets the indoor air quality product requirements cited herein.

1.5 QUALITY ASSURANCE

1.5.1 Installer Qualification

Qualified installers must have successfully completed three or more similar type jobs within the last 5 years.

1.6 DELIVERY, STORAGE, AND HANDLING

Deliver materials in the manufacturer's unopened containers. Protect materials delivered and placed in storage from weather, humidity, dirt, dust and other contaminants. The Contracting Officer may reject insulation material and supplies that become dirty, dusty, wet, or contaminated by some other means. Attach manufacturer's stamp or label giving the name of the manufacturer and brand, and a description of the material, date codes, and approximate shelf life (if applicable) to packages or standard containers of insulation, jacket material, cements, adhesives, and coatings delivered for use, and samples required for approval. Insulation packages and containers must be asbestos free.

PART 2 PRODUCTS

2.1 STANDARD PRODUCTS

Provide materials which are the standard products of manufacturers regularly engaged in the manufacture of such products and that essentially duplicate items that have been in satisfactory use for at least 2 years prior to bid opening and is an acceptable product per this specification. Submit a complete list of materials, including manufacturer's descriptive technical literature, performance data, catalog cuts, and installation instructions. Include the product number, k-value, thickness and furnished accessories including adhesives, sealants and jackets for each

mechanical system requiring insulation. The product data must be copyrighted, have an identifying or publication number, and have been published prior to the issuance date of this solicitation. Submit materials furnished under this section together in a booklet.

2.1.1 Insulation System

Provide insulation systems in accordance with the approved MICA National Insulation Standards plates as supplemented by this specification. Provide field-applied insulation for heating, ventilating, and cooling (HVAC) air distribution systems and piping systems that are located within, on, under, and adjacent to buildings; and for plumbing systems. Provide CFC and HCFC free insulation.

2.1.2 Surface Burning Characteristics

Unless otherwise specified, insulation must have a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Determine flame spread, and smoke developed indexes, by ASTM E84 or UL 723. Test insulation in the same density and installed thickness as the material to be used in the actual construction. Prepare and mount test specimens according to ASTM E2231.

2.2 MATERIALS

Provide insulation that meets or exceed the requirements of ASHRAE 90.1 - IP. Ensure insulation exterior is cleanable, grease resistant, non-flaking and non-peeling. Provide compatible materials that do not contribute to corrosion, soften, or otherwise attack surfaces to which applied in either wet or dry state. Use materials on stainless steel surfaces meeting ASTM C795 requirements. Do not use calcium silicate on chilled or cold water systems. Use asbestos free materials. Provide product recognized under UL 94 (if containing plastic) and listed in FM APP GUIDE.

2.2.1 Adhesives

Provide non-aerosol adhesive products used on the interior of the building (defined as inside of the weatherproofing system) that meet either emissions requirements of CDPH SECTION 01350 (limit requirements for either office or classroom spaces regardless of space type) or VOC content requirements of SCAQMD Rule 1168 (HVAC duct sealants must meet limit requirements of "Other" category within SCAQMD Rule 1168 sealants table). Provide aerosol adhesives used on the interior of the building that meet either emissions requirements of CDPH SECTION 01350 (use the office or classroom requirements, regardless of space type) or VOC content requirements of GS-36. Provide certification or validation of indoor air quality for adhesives.

2.2.1.1 Acoustical Lining Insulation Adhesive

Provide a nonflammable, fire-resistant adhesive conforming to ASTM C916, Type I.

2.2.1.2 Mineral Fiber Insulation Cement

Provide cement in accordance with ASTM C195.

2.2.1.3 Lagging Adhesive

Lagging is the material used for thermal insulation, especially around a cylindrical object. This may include the insulation as well as the cloth/material covering the insulation. To resist mold/mildew, use lagging adhesive meeting ASTM D5590 with 0 growth rating. Provide nonflammable and fire-resistant lagging adhesives that have a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Ensure adhesive is MIL-A-3316, Class 1, pigmented white and suitable, as listed by the manufacturer,for bonding fibrous glass cloth to faced and unfaced fibrous glass insulation board; for bonding cotton brattice cloth to faced and unfaced fibrous glass insulation board; for sealing edges of and bonding glass tape to joints of fibrous glass board; for bonding lagging cloth to thermal insulation; or Class 2 for attaching fibrous glass insulation to metal surfaces. Apply lagging adhesives in strict accordance with the manufacturer's recommendations for pipe and duct insulation.

2.2.1.4 Contact Adhesive

Adhesives may be any of, but not limited to, the neoprene based, rubber based, or elastomeric type that have a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Ensure adhesive does not adversely affect, initially or in service, the insulation to which it is applied, nor cause any corrosive effect on metal to which it is applied. Ensure that any solvent dispersing medium or volatile component of the adhesive has no objectionable odor and does not contain any benzene or carbon tetrachloride. Ensure dried adhesive does not emit nauseous, irritating, or toxic volatile matters or aerosols when the adhesive is heated to any temperature up to 212 degrees F. The dried adhesive must be nonflammable and fire resistant. Flexible Elastomeric Adhesive: Comply with MIL-A-24179, Type II, Class I. Provide product listed in FM APP GUIDE.

2.2.2 Caulking

ASTM C920, Type S, Grade NS, Class 25, Use A.

2.2.3 Corner Angles

Nominal 0.016 inch aluminum 1 by 1 inch with factory applied kraft backing. Aluminum must be ASTM B209, Alloy 3003, 3105, or 5005.

2.2.4 Fittings

Fabricated Fittings are the prefabricated fittings for flexible elastomeric pipe insulation systems in accordance with ASTM C1710. Together with the flexible elastomeric tubes, they provide complete system integrity for retarding heat gain and controlling condensation drip from chilled-water and refrigeration systems. Flexible elastomeric, fabricated fittings provide thermal protection (0.25 k) and condensation resistance (0.05 Water Vapor Transmission factor). For satisfactory performance, use properly installed protective vapor retarder/barriers and vapor stops on high relative humidity and below ambient temperature applications to reduce movement of moisture through or around the insulation to the colder interior surface.

2.2.5 Finishing Cement

ASTM C450: Mineral fiber hydraulic-setting thermal insulating and finishing cement. All cements that may come in contact with Austenitic stainless steel must comply with ASTM C795.

2.2.6 Fibrous Glass Cloth and Glass Tape

Provide fibrous glass cloth, with 20X20 maximum mesh size, and glass tape with maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Provide tape consisting of 4 inch wide rolls. Provide Class 3 tape that is 4.5 ounces/square yard. Elastomeric Foam Tape: Black vapor-retarder foam tape with acrylic adhesive containing an anti-microbial additive.

2.2.7 Staples

Outward clinching type monel .

2.2.8 Jackets

2.2.8.1 Aluminum Jackets

Provide aluminum jackets consisting of corrugated, embossed or smooth sheet, 0.016 inch nominal thickness; ASTM B209, Temper H14, Temper H16, Alloy 3003, 5005, or 3105. Do not use corrugated aluminum jacket outdoors. Aluminum jacket securing bands must be Type 304 stainless steel, 0.015 inch thick, 1/2 inch wide for pipe under 12 inch diameter and 3/4 inch wide for pipe over 12 inch and larger diameter. Aluminum jacket circumferential seam bands must be 2 by 0.016 inch aluminum matching jacket material. Ensure bands for insulation below ground are 3/4 by 0.020 inch thick stainless steel, or fiberglass reinforced tape. The jacket may, at the option of the Contractor, be provided with a factory fabricated Pittsburgh or "Z" type longitudinal joint. When the "Z" joint is used, use bands at the circumferential joints that are designed by the manufacturer to seal the joints and hold the jacket in place.

2.2.8.2 Polyvinyl Chloride (PVC) Jackets

Polyvinyl chloride (PVC) jacket and fitting covers must have high impact strength, ultraviolet (UV) resistant rating or treatment and moderate chemical resistance. The minimum thickness for a Standard jacket is 0.020 inch and where high abuse resistance is required use Heavy Duty PVC jacket 0.030 inch. Standard PVC fittings will have an initial core thickness (before thermoforming) of 0.025 inch and heavy duty fittings will have an initial core thickness of 0.030 inch.

2.2.8.3 Vapor Barrier/Weatherproofing Jacket

Provide laminated self-adhesive vapor barrier/weatherproofing jacket, greater than 3 plies standard grade, silver, white, black and embossed or greater than 8 ply (minimum 2.9 mils adhesive); with less than 0.02 permeability when tested in accordance with ASTM E96/E96M, using the water transmission rate test method; heavy duty, white or natural; and UV resistant. Flexible Elastomeric exterior foam with factory applied, UV Jacket made with a cold weather acrylic adhesive. Construction of laminate designed to provide UV resistance, high puncture, tear resistance and excellent Water Vapor Transmission (WVT) rate.

2.2.8.4 Vapor Barrier/Vapor Retarder

Apply the following criteria to determine which system is required.

a. On ducts, equip piping and equipment operating below 55 degrees F or located outside with a vapor barrier.

b. Install ducts, pipes and equipment that are located inside and that always operate above 55 degrees F with a vapor retarder where required as stated in paragraph VAPOR RETARDER REQUIRED.

2.2.9 Vapor Retarder Required

ASTM C921, Type I, minimum puncture resistance 50 Beach units on all surfaces except concealed ductwork, where a minimum puncture resistance of 25 Beach units is acceptable. Minimum tensile strength, 35 pounds/inch width. ASTM C921, Type II, minimum puncture resistance 25 Beach units, tensile strength minimum 20 pounds/inch width. Use jackets on insulation exposed in finished areas that have white finish suitable for painting without sizing. Based on the application, insulation materials that require manufacturer or fabricator applied pipe insulation jackets are cellular glass, when all joints are sealed with a vapor barrier mastic, and mineral fiber. Ensure all non-metallic jackets have a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Flexible elastomerics require (in addition to vapor barrier skin) vapor retarder jacketing for high relative humidity and below ambient temperature applications.

2.2.9.1 White Vapor Retarder All Service Jacket (ASJ)

ASJ is for use on hot/cold pipes, ducts, or equipment indoors or outdoors if covered by a suitable protective jacket. Provide product which meets all physical property and performance requirements of ASTM C1136, Type I, except a minimum burst strength of 85 psi. ASTM D2863 Limited Oxygen Index (LOI) is a minimum of 31.

In addition, do not use paper or other moisture-sensitive material for the outer exposed surface or the inner-most surface contacting the insulation. Ensure the outer exposed surface is white and has an emittance no less than 0.80.

2.2.9.2 Vapor Retarder/Vapor Barrier Mastic Coatings

2.2.9.2.1 Vapor Barrier

The vapor barrier must be self adhesive (minimum 2 mils adhesive, 3 mils embossed) greater than 3 plies standard grade, silver, white, black and embossed white jacket for use on hot/cold pipes. Ensure permeability is less than 0.02 when tested in accordance with ASTM E96/E96M. Provide products meeting UL 723 or ASTM E84 flame and smoke requirements and that are UV resistant.

2.2.9.2.2 Vapor Retarder

Provide fire and water resistant vapor retarder coating appropriately selected for either outdoor or indoor service. Color must be white. Ensure the water vapor permeance of the compound is in accordance with ASTM C755. Provide nonflammable, fire resistant coating. To resist

mold/mildew, provide coating meeting ASTM D5590 with 0 growth rating. Ensure coating meets MIL-PRF-19565 Type II (if selected for indoor service) and is Qualified Products Database listed. Determine all other application and service properties pursuant to ASTM C647.

2.2.9.3 Laminated Film Vapor Retarder

ASTM C1136, Type I, maximum moisture vapor transmission 0.02 perms, minimum puncture resistance 50 Beach units on all surfaces except concealed ductwork; where Type II, maximum moisture vapor transmission 0.02 perms, a minimum puncture resistance of 25 Beach units is acceptable. Provide vapor retarder with a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84. Flexible Elastomeric exterior foam with factory applied UV Jacket. Construction of laminate designed to provide UV resistance, high puncture, tear resistance and an excellent WVT rate.

2.2.9.4 Polyvinylidene Chloride (PVDC) Film Vapor Retarder

Provide PVDC film vapor retarder with a maximum moisture vapor transmission of 0.02 perms, minimum puncture resistance of 150 Beach units, a minimum tensile strength in any direction of 30 lb/inch when tested in accordance with ASTM D882, and a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84.

2.2.9.5 Polyvinylidene Chloride Vapor Retarder Adhesive Tape

Requirements must meet the same as specified for Laminated Film Vapor Retarder above.

2.2.9.6 Vapor Barrier/Weather Barrier

Ensure the vapor barrier is greater than 3 ply self adhesive laminate -white vapor barrier jacket- superior performance (permeability less than 0.02 when tested in accordance with ASTM E96/E96M). Provide vapor barrier meeting UL 723 or ASTM E84 25 flame and 50 smoke requirements; and UV resistant. Minimum burst strength 185 psi in accordance with TAPPI T403 OM. Tensile strength 68 lb/inch width (PSTC-1000). Provide tape as specified for laminated film vapor barrier above.

2.2.10 Vapor Retarder Not Required

ASTM C921, Type II, Class D, minimum puncture resistance 50 Beach units on all surfaces except ductwork, where Type IV, maximum moisture vapor transmission 0.10, a minimum puncture resistance of 25 Beach units is acceptable. Provide jacket with a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84.

2.2.11 Wire

Soft annealed ASTM A580/A580M Type 302, 304 or 316 stainless steel, 16 or 18 gauge.

2.2.12 Insulation Bands

Provide 1/2 inch wide; 26 gauge stainless steel insulation bands.

2.2.13 Sealants

Choose sealants from the butyl polymer type, the styrene-butadiene rubber type, or the butyl type of sealants. Provide sealants with a maximum permeance of 0.02 perms based on Procedure B for ASTM E96/E96M, and a maximum flame spread index of 25 and a maximum smoke developed index of 50 when tested in accordance with ASTM E84.

2.3 PIPE INSULATION SYSTEMS

Conform insulation materials to Table 1 and minimum insulation thickness as listed in Table 2 and meet or exceed the requirements of ASHRAE 90.1 - SIASHRAE 90.1 - IP. Limit pipe insulation materials to those listed herein and meeting the following requirements:

2.3.1 Recycled Materials

Provide insulation materials containing the following minimum percentage of recycled material content by weight:

Rock Wool: 75 percent slag of weight
Fiberglass: 20 percent glass cullet
Rigid Foam: 9 percent recovered material
Phenolic Rigid Foam: 9 percent recovered material

Provide data identifying percentage of recycled content for insulation materials.

2.3.2 Aboveground Cold Pipeline (-30 to 60 deg. F)

Provide insulation for outdoor, indoor, exposed or concealed applications, as follows:

2.3.2.1 Cellular Glass

ASTM C552, Type II, and Type III. Supply the insulation from the fabricator with (paragraph WHITE VAPOR RETARDER ALL SERVICE JACKET (ASJ)) ASJ vapor retarder and installed with all longitudinal overlaps sealed and all circumferential joints ASJ taped or supply the insulation unfaced from the fabricator and install with all longitudinal and circumferential joints sealed with vapor barrier mastic.

2.3.2.2 Flexible Elastomeric Cellular Insulation

Closed-cell, foam- or expanded-rubber materials containing anti-microbial additive, complying with ASTM C534/C534M, Grade 1, Type I or II. Type I, Grade 1 for tubular materials. Type II, Grade 1, for sheet materials. Ensure Type I and II have vapor retarder/vapor barrier skin on one or both sides of the insulation, and require an additional exterior vapor retarder covering for high relative humidity and below ambient temperature applications.

2.4 DUCT INSULATION SYSTEMS

2.4.1 Field Applied Insulation

2.4.1.1 General

Calculate the minimum thickness in accordance with ASHRAE 90.1 - IP.

2.4.2 Rigid Insulation

Mineral-Fiber Board Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C612, Type IA or Type IB; 3.0 pcf. Provide insulation with factory applied ASJjacket. Minimum thickness in accordance with ASHRAE 90.1 - IPTables 3 and 4

2.4.3 Blanket Insulation

Mineral-Fiber Blanket Insulation: Mineral or glass fibers bonded with a thermosetting resin. Comply with ASTM C553, Type II and ASTM C1290, Type III with factory-applied FSK jacket; 1.5 pcf. Minimum thickness in accordance with ASHRAE 90.1 - IPTables 3 and 4.

2.4.4 Duct Insulation Jackets

2.4.4.1 All-Purpose Jacket

Provide insulation with insulation manufacturer's standard reinforced fire-retardant jacket with or without integral vapor barrier as required by the service. In exposed locations, provide jacket with a white surface.

2.4.4.2 Metal Jackets

2.4.4.2.1 Aluminum Jackets

ASTM B209, Temper H14, minimum thickness of 27 gauge (0.016 inch), with factory-applied polyethylene and kraft paper moisture barrier on inside surface. Provide smooth surface jackets for jacket outside dimension 8 inches and larger. Provide corrugated surface jackets for jacket outside dimension 8 inches and larger. Provide stainless steel bands, minimum width of 1/2 inch.

2.4.4.3 Vapor Barrier/Weatherproofing Jacket

Provide vapor barrier/weatherproofing jacket that is laminated self-adhesive (minimum 2 mils adhesive, 3 mils embossed) less than 0.02 permeability, (greater than 3 ply, standard grade, silver, white, black and embossed or greater than 8 ply (minimum 2.9 mils adhesive), heavy duty white or natural).

PART 3 EXECUTION

3.1 APPLICATION - GENERAL

Apply insulation to unheated and uncooled piping and equipment. Do not compress flexible elastomeric cellular insulation at joists, studs, columns, ducts, and hangers. The insulation must not pull apart after a one hour period; replace any insulation found to pull apart after one hour.

3.1.1 Installation

Except as otherwise specified, install material in accordance with the manufacturer's written instructions. Do not apply insulation materials until tests specified in other paragraphs of this specification are completed. Remove material such as rust, scale, dirt and moisture from surfaces to receive insulation. Keep insulaton clean and dry. Do not remove insulation from its shipping containers until the day it is ready

to use and return to like containers or equally protect from dirt and moisture at the end of each workday. Thoroughly clean insulation that becomes dirty prior to use. If insulation becomes wet or if cleaning does not restore the surfaces to like new condition, reject the insulation, and immediately remove from the jobsite. Stagger joints on multi layer insulation. Mix mineral fiber thermal insulating cement with demineralized water when used on stainless steel surfaces. Install insulation, jacketing and accessories in accordance with MICA Insulation Stds plates except where modified herein or on the drawings.

3.1.2 Firestopping

Where pipes and ducts pass through fire walls, fire partitions, above grade floors, and fire rated chase walls, seal the penetration with fire stopping materials as specified in Section 07 84 00 FIRESTOPPING. The protection of ducts at point of passage through firewalls must be in accordance with NFPA 90A and NFPA 90B. All other penetrations, such as piping, conduit, and wiring, through firewalls must be protected with a material or system of the same hourly rating that is listed by UL, FM, or a NRTL.

3.1.3 Installation of Flexible Elastomeric Cellular Insulation

Install flexible elastomeric cellular insulation with seams and joints sealed with rubberized contact adhesive. Do not use flexible elastomeric cellular insulation on surfaces greater than 220 degrees F. Stagger seams when applying multiple layers of insulation. Protect insulation exposed to weather with metal jacketing as recommended by the manufacturer after the adhesive is dry and cured.

3.1.3.1 Adhesive Application

Apply a brush coating of adhesive to both butt ends to be joined and to both slit surfaces to be sealed. Allow the adhesive to set until dry to touch but tacky under slight pressure before joining the surfaces. Ensure insulation seals at seams and joints are not capable of being pulled apart one hour after application. Replace insulation that can be pulled apart one hour after installation.

3.1.3.2 Adhesive Safety Precautions

Use natural cross-ventilation, local (mechanical) pickup, or general area (mechanical) ventilation to prevent an accumulation of solvent vapors, keeping in mind the ventilation pattern must remove any heavier-than-air solvent vapors from lower levels of the workspaces. Gloves and spectacle-type safety glasses are recommended in accordance with safe installation practices.

3.1.4 Pipes/Ducts/ That Require Insulation

Insulation is required on all pipes, ducts, or except for omitted items as specified.

3.2 PIPE INSULATION SYSTEMS INSTALLATION

3.2.1 Pipe Insulation

3.2.1.1 General

Install pipe insulation on aboveground hot and cold pipeline systems as specified below to form a continuous thermal retarder/barrier, including straight runs, fittings and appurtenances unless specified otherwise. Install full length units of insulation using a single cut piece to complete a run. Do not use cut pieces or scraps abutting each other.

3.2.1.2 Pipes Passing Through Walls, Roofs, and Floors

Provide continuous pipe insulation through the sleeve.

Provide an aluminum jacket or vapor barrier/weatherproofing self adhesive jacket (minimum 2 mils adhesive, 3 mils embossed) less than 0.0000 permeability, greater than 3 ply standard grade, silver, white, black and embossed with factory applied moisture retarder over the insulation wherever penetrations require sealing.

3.2.1.2.1 Penetrating Exterior Walls

Continue the aluminum jacket required for pipe exposed to weather through the sleeve to a point 2 inches beyond the interior surface of the wall.

3.2.1.3 Pipes Passing Through Hangers

Ensure insulation, whether hot or cold application, is continuous through hangers. Support all horizontal pipes 2 inches and smaller on hangers with the addition of a Type 40 protection shield to protect the insulation in accordance with MSS SP-58. Whenever insulation shows signs of being compressed, or when the insulation or jacket shows visible signs of distortion at or near the support shield, install insulation inserts as specified below for piping larger than 2 inches, or factory insulated hangers (designed with a load bearing core) can be used.

3.2.1.4 Flexible Elastomeric Cellular Pipe Insulation

Use tubular form flexible elastomeric cellular pipe insulation for pipe sizes 6 inches and less. Grade 1, Do not stretch Type II sheet insulation used on pipes larger than 6 inches around the pipe. On pipes larger than 12 inches, adhere the insulation directly to the pipe on the lower 1/3 of the pipe. Stagger seams when applying multiple layers of insulation. Insulate sweat fittings with miter-cut pieces the same size as on adjacent piping. Insulate screwed fittings with sleeved fitting covers fabricated from miter-cut pieces and overlap and seal to the adjacent pipe insulation. Type II requires an additional exterior vapor retarder/barrier covering for high relative humidity and below ambient temperature applications.

3.2.1.5 Pipe Insulation Material and Thickness

Pipe insulation materials must be as listed in Table 1 and must meet or exceed the requirements of ASHRAE 90.1 - IP. All refrigerant piping must be insulated in accordance with Section 23 81 29 VARIABLE REFRIGERANT FLOW HVAC SYSTEMS. Insulate these refrigerant lines according to the

temperature of the pipe contents while the Variable Refrigerant Flow (VRF) system is fully operating following the temperature parameters as stated in Table 1 and Table 2 of this specification.

TABLE 1					
Insulation Material for Piping					
Service					
	Material	Specification	Type	Class	VR/VB Req'd
Refrigerant Suction Piping (35 degrees F nominal)					
	Flexible Elastomeric Cellular	ASTM C534/C534M	I		No
	Cellular Glass	ASTM C552	II	1	Yes

TABLE 1					
Insulation Material for Piping					
Service					
	Material	Specification	Type	Class	VR/VB Req'd
Condensate Drain Located Inside Building					
	Cellular Glass	ASTM C552	II	2	No
	Flexible Elastomeric Cellular	ASTM C534/C534M	I		No
	Cellular Glass				

TABLE 1					
Insulation Material for Piping					
Service					
	Material	Specification	Type	Class	VR/VB Req'd
Note: VR/VB = Vapor Retarder/Vapor Barrier					

l

TABLE 2							
Piping Insulation Thickness (inch)							
Service							
	Material	Conductivity K-value (Btu-in/ hr-ft^2-deg F)	Tube And Pipe Size (inch)				
			<1	1-<1.5	1.5-<4	4-<8	> or = >8

TABLE 2							
Piping Insulation Thickness (inch)							
Service							
	Material	Conductivity K-value (Btu-in/ hr-ft^2-deg F)	Tube And Pipe Size (inch)				
			<1	1-<1.5	1.5-<4	4-<8	> or = >8
Refrigerant Suction Piping (35 degrees F nominal)							
	Flexible Elastomeric Cellular	0.235	1	1	1	N/A	N/A
	Cellular Glass	0.29	1.5	1.5	1.5	1.5	1.5

TABLE 2							
Piping Insulation Thickness (inch)							
Service							
	Material	Conductivity K-value (Btu-in/ hr-ft^2-deg F)	Tube And Pipe Size (inch)				
			<1	1-<1.5	1.5-<4	4-<8	> or = >8
Condensate Drain Located Inside Building							
	Cellular Glass	0.30	1.5	1.5	1.5	1.5	1.5
	Flexible Elastomeric Cellular	0.235	1	1	1	N/A	N/A

TABLE 2							
Piping Insulation Thickness (inch)							
Service							
	Material	Conductivity K-value (Btu-in/ hr-ft^2-deg F)	Tube And Pipe Size (inch)				
			<1	1-<1.5	1.5-<4	4-<8	> or = >8

3.2.2 Aboveground Cold Pipelines

Insulate the following cold pipelines for minus 30 to plus 60 degrees F in accordance with Table 2 except those piping listed in subparagraph Pipe Insulation in PART 3 as to be omitted. This includes but is not limited to the following:

a. Refrigerant suction lines.

3.2.2.1 Insulation Material and Thickness

Determine insulation thickness for cold pipelines using Table 2.

3.2.2.2 Installing Insulation for Straight Runs Hot and Cold Pipe

Apply insulation to the pipe with tight butt joints. Seal all butted joints and ends with joint sealant and seal with a vapor retarder coating, greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape or PVDC adhesive tape.

3.2.2.2.1 Longitudinal Laps of the Jacket Material

Overlap not less than 1-1/2 inches. Provide butt strips 3 inches wide for circumferential joints.

3.2.2.2.2 Laps and Butt Strips

Secure with adhesive and staple on 4 inch centers if not factory self-sealing. If staples are used, seal in accordance with paragraph STAPLES below. Note that staples are not required with cellular glass systems.

3.2.2.2.3 Factory Self-Sealing Lap Systems

May be used when the ambient temperature is between 40 and 120 degrees F during installation. Install the lap system in accordance with manufacturer's recommendations. Use a stapler only if specifically recommended by the manufacturer. Where gaps occur, replace the section or repair the gap by applying adhesive under the lap and then stapling.

3.2.2.2.4 Staples

Coat all staples, including those used to repair factory self-seal lap systems, with a vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate jacket - 0.0000 perm adhesive tape. Coat all seams, except those on factory self-seal systems, with vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape.

3.2.2.2.5 Breaks and Punctures in the Jacket Material

Patch by wrapping a strip of jacket material around the pipe and secure it with adhesive, staple, and coat with vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape. Extend the patch not less than 1-1/2 inches past the break.

3.2.2.2.6 Penetrations Such as Thermometers

Fill the voids in the insulation and seal with vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape.

3.2.2.2.7 Flexible Elastomeric Cellular Pipe Insulation

Install by slitting the tubular sections and applying them onto the piping or tubing. Alternately, whenever possible slide un-slit sections over the open ends of piping or tubing. Secure all seams and butt joints and seal with adhesive. When using self seal products, secure only the butt joints with adhesive. Push insulation on the pipe, never pulled. Stretching of insulation may result in open seams and joints. Clean cut all edges. Rough or jagged edges of the insulation are not be permitted. Use proper

tools such as sharp knives. Do not stretch Grade 1, Type II sheet insulation around the pipe when used on pipe larger than 6 inches. On pipes larger than 12 inches, adhere sheet insulation directly to the pipe on the lower 1/3 of the pipe.

3.2.2.3 Insulation for Fittings and Accessories

a. Butt pipe insulation tightly to the insulation of the fittings and accessories. Seal the butted joints and ends with joint sealant and seal with a vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape.

b. Place precut or preformed insulation around all fittings and accessories and conform to MICA plates except as modified herein: 5 for anchors; 10, 11, and 13 for fittings; 14 for valves; and 17 for flanges and unions. Insulation must be the same insulation as the pipe insulation, including same density, thickness, and thermal conductivity. Where precut/preformed is unavailable, rigid preformed pipe insulation sections may be segmented into the shape required. Use insulation of the same thickness and conductivity as the adjoining pipe insulation. If nesting size insulation is used, overlap the insulation 2 inches or one pipe diameter. Elbows insulated using segments must conform to MICA Tables 12.20 "Mitered Insulation Elbow'. Submit a booklet containing completed MICA Insulation Stds plates detailing each insulating system for each pipe, duct, insulating system, after approval of materials and prior to applying insulation.

(1) Ensure MICA plates detail the materials to be installed and the specific insulation application. Submit all MICA plates required showing the entire insulating system, including plates required to show insulation penetrations, vessel bottom and top heads, legs, and skirt insulation as applicable. Present all variations of insulation systems including locations, materials, vaporproofing, jackets and insulation accessories.

(2) If the Contractor elects to submit detailed drawings instead of edited MICA Plates, ensure the detail drawings are technically equivalent to the edited MICA Plate submittal.

c. Upon completion of insulation installation on flanges, unions, valves, anchors, fittings and accessories, terminations, seams, joints and insulation not protected by factory vapor retarder jackets or PVC fitting covers must be protected with PVDC or greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape or two coats of vapor retarder coating with a minimum total thickness of 1/16 inch, applied with glass tape embedded between coats. Overlap tap seams 1 inch. Extend the coating out onto the adjoining pipe insulation 2 inches. Protect fabricated insulation with a factory vapor retarder jacket with either greater than 3 ply laminate jacket - less than 0.0000 perm adhesive tape, standard grade, silver, white, black and embossed or PVDC adhesive tape or two coats of vapor retarder coating with a minimum thickness of 1/16 inch and with a 2 inch wide glass tape embedded between coats. Where fitting insulation butts to pipe insulation, seal the joints with a vapor retarder coating and a 4 inch wide ASJ tape which matches the jacket of the pipe insulation.

d. Insulate anchors attached directly to the pipe for a sufficient distance to prevent condensation but no less than 6 inches from the

insulation surface.

e. Mark insulation to show the location of unions, strainers, and check valves.

3.2.2.4 Optional PVC Fitting Covers

At the option of the Contractor, premolded, one or two piece PVC fitting covers may be used in lieu of the vapor retarder and embedded glass tape. Factory precut insulation inserts or premolded insulation segments must be used under the fitting covers for elbows, tees and other miscellaneous configurations. Insulation inserts must be the same installed insulation thickness. One insert must be installed for each inch of pipe insulation. The installed and compressed insert must have the same thermal performance as the pipe insulation. Premolded insulation segments must be the same insulation as the pipe insulation including same density, thickness, and thermal conductivity. PVC fitting covers must be secured by PVC vapor retarder tape, adhesive, seal welding or with tacks made for securing PVC covers. For above ambient pipe temperatures, secure PVC covers using tacks. As an option circumferential joints can be covered with PVC vapor retarder tape. For below ambient conditions seal system using PVC vapor retarder tape, and vapor retarder mastic with vapor dams. Longitudinal seams may be sealed with vapor retarder mastic, PVC vapor retarder tape or solvent weld adhesive to obtain a continuous vapor seal. For severe service conditions install PVC jackets over the existing ASJ jacket and seal using a solvent weld adhesive.

3.2.3 Piping Exposed to Weather

Insulate and jacket piping exposed to weather as specified for the applicable service inside the building. After this procedure, apply a laminated self-adhesive (minimum 2 mils adhesive, 3 mils embossed) vapor barrier/weatherproofing jacket - less than 0.02 permeability (greater than 3 ply, standard grade, silver, white, black and embossed aluminum jacket, stainless steel or PVC jacket.

PVC jacketing requires no factory-applied jacket beneath it, however apply an all service jacket if factory applied jacketing is not furnished.

3.2.3.1 Aluminum Jacket

The jacket for hot piping may be factory applied. Overlap the jacket no less than 2 inches at longitudinal and circumferential joints and secure with bands at no more than 12 inch centers. Overlap longitudinal joints down to shed water and locate at 4 or 8 o'clock positions. Seal joints on piping 60 degrees F and below with metal jacketing/flashing sealant while overlapping to prevent moisture penetration. Where jacketing on piping 60 degrees F and below abuts an un-insulated surface, caulk joints to prevent moisture penetration. Seal joints on piping above 60 degrees F with a moisture retarder.

3.2.3.2 Insulation for Fittings

Insulate and finish flanges, unions, valves, fittings, and accessories as specified for the applicable service. Apply two coats of breather emulsion type weatherproof mastic (impermeable to water, permeable to air) recommended by the insulation manufacturer with glass tape embedded between coats. Overlap tap no less than 1 inch and the adjoining aluminum jacket no less than 2 inches. Factory preformed aluminum jackets may be

used in lieu of the above. Provide molded PVC fitting covers when PVC jackets are used for straight runs of pipe.PVC fitting covers must be sealed based upon the pipe temperature in combination with ambient conditions and if the pipe insulation will be exposed to severe service conditions. For below ambient conditions, the pipe insulation and insulation fittings must be covered and sealed with a vapor barrier or weatherproofing jacket with a minimum 0.02 permeability as defined per ASTM C1136 before installing the PVC jacket and fitting cover. When in doubt as to the pipe temperature or service conditions, secure the PVC jacket using a weld adhesive using the manufacturer's recommended adhesive.

3.3 DUCT INSULATION SYSTEMS INSTALLATION

Except for oven hood exhaust duct insulation, install corner angles on external corners of insulation on ductwork in exposed finished spaces before covering with jacket. Air conditioned spaces are defined as those spaces directly supplied with cooled conditioned air (or provided with a cooling device such as a fan-coil unit) and heated conditioned air (or provided with a heating device such as a unit heater, radiator or convector).

3.3.1 Duct Insulation Minimum Thickness

Duct insulation minimum thickness in accordance with Table 4.

Table 4 - Minimum Duct Insulation (inches)	
Cold Air Ducts	2.0

3.3.2 Insulation and Vapor Retarder/Vapor Barrier for Cold Air Duct

Provide insulation and vapor retarder/vapor barrier for the following cold air ducts and associated equipment.

a. Supply ducts.

b. Return air ducts.

c.

Use insulation for rectangular ducts that is flexible type where concealed, minimum density 3/4 pcf, and rigid type where exposed, minimum density 3 pcf. Provide insulation for both concealed or exposed round/oval ducts that is flexible type, minimum density 3/4 pcf or a semi rigid board, minimum density 3 pcf, formed or fabricated to a tight fit,

edges beveled and joints tightly butted and staggered. Provide insulation for all exposed ducts with either a white, paint-able, factory-applied Type I jacket or a field applied vapor retarder/vapor barrier jacket coating finish as specified. Ensure the total field applied dry film thickness is approximately 1/16 inch. Provide insulation on all concealed duct with a factory-applied Type I or II vapor retarder/vapor barrier jacket. Continue duct insulation through sleeves and prepare openings except firewall penetrations. Duct insulation terminating at fire dampers, must be continuous over the damper collar and retaining angle of fire dampers, which are exposed to unconditioned air and which may be prone to condensate formation. Provide duct insulation and vapor retarder/vapor barrier to cover the collar, neck, and un-insulated surfaces of diffusers, registers and grills. Apply vapor retarder/vapor barrier materials to form a complete unbroken vapor seal over the insulation. Seal sheet metal duct in accordance with Section 23 30 00 HVAC AIR DISTRIBUTION.

3.3.2.1 Installation on Concealed Duct

a. For rectangular, oval or round ducts, attach flexible insulation by applying adhesive around the entire perimeter of the duct in 6 inch wide strips on 12 inch centers.

b. For rectangular and oval ducts, 24 inches and larger, additionally secure insulation to bottom of ducts using mechanical fasteners. Space fasteners on 16 inch centers and no more than 16 inches from duct corners.

c. For rectangular, oval and round ducts, provide mechanical fasteners on sides of duct risers for all duct sizes. Space fasteners on 16 inch centers and no more than 16 inches from duct corners.

d. Impale insulation on the mechanical fasteners (self stick pins) where used and press thoroughly into the adhesive. Take care to ensure vapor retarder/vapor barrier jacket joints overlap 2 inches. Do not compress insulation to a thickness less than that specified. Carry insulation over standing seams and trapeze-type duct hangers.

e. Where mechanical fasteners are used, install self-locking washers and trim and bend the pin over.

f. Secure jacket overlaps with staples and tape as necessary to ensure a secure seal. Coat staples, tape and seams with a brush coat of vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate (minimum 2 mils adhesive, 3 mils embossed) - less than 0.0000 perm adhesive tape.

g. Cover breaks in the jacket material with patches of the same material as the vapor retarder jacket. Do not extend patches less than 2 inches beyond the break or penetration in all directions and secure with tape and staples. Seal staples and tape joints with a brush coat of vapor retarder coating or PVDC adhesive tape or greater than 3 ply laminate (minimum 2 mils adhesive, 3 mils embossed) - less than 0.0000 perm adhesive tape.

h. At jacket penetrations such as hangers, thermometers, and damper operating rods, fill voids in the insulation and seal the penetration with a brush coat of vapor retarder coating or PVDC adhesive tape greater than 3 ply laminate (minimum 2 mils adhesive, 3 mils

embossed) - less than 0.0000 perm adhesive tape.

i. Seal insulation terminations and pin punctures and flash with a reinforced vapor retarder coating finish or tape with a brush coat of vapor retarder coating.. Ensure the coating overlaps the adjoining insulation and un-insulated surface 2 inches. Extend pin puncture coatings 2 inches from the puncture in all directions.

j. Where insulation standoff brackets occur, extend insulation under the bracket and terminate the jacket at the bracket.

3.3.2.2 Installation on Exposed Duct Work

a. For rectangular ducts, secure rigid insulation to the duct by mechanical fasteners on all four sides of the duct, space no more than 12 inches apart and no more than 3 inches from the edges of the insulation joints. Provide a minimum of two rows of fasteners for each side of duct 12 inches and larger. Provide one row for each side of duct less than 12 inches. Provide mechanical fasteners that are corrosion resistant as G60 coated galvanized steel, and indefinitely sustain a 50 lb tensile dead load test perpendicular to the duct wall.

b. Form duct insulation with minimum jacket seams. Fasten each piece of rigid insulation to the duct using mechanical fasteners. When the height of projections is less than the insulation thickness, bring insulation up to standing seams, reinforcing, and other vertical projections and do not carry over. Continue vapor retarder/barrier jacket across seams, reinforcing, and projections. When height of projections is greater than the insulation thickness, carry over insulation and jacket . Apply insulation with joints tightly butted. Neatly bevel insulation around name plates and access plates and doors.

c. Impale insulation on the fasteners; install self-locking washers and trim and bend the pin over.

d. Seal joints in the insulation jacket with a 4 inch wide strip of tape. Seal taped seams with a brush coat of vapor retarder coating.

e. Cover breaks and ribs or standing seam penetrations in the jacket material with a patch of the same material as the jacket. Do not extend patches less than 2 inches beyond the break or penetration and secure with tape and staple. Seal staples and joints with a brush coat of vapor retarder coating.

f. At jacket penetrations such as hangers, thermometers, and damper operating rods, fill the voids in the insulation and seal the penetrations with a flashing sealant.

g. Seal and flash insulation terminations and pin punctures with a reinforced vapor retarder coating finish. Ensure coating overlaps the adjoining insulation and un-insulated surface 2 inches. Extend pin puncture coatings 2 inches from the puncture in all directions.

h. Insulation for both concealed or exposed round or oval ducts must be flexible type, minimum density 3/4 pcf or a semi rigid board, minimum density 3 pcf, formed or fabricated to a tight fit, edges beveled and joints tightly butted and staggered. Insulation for all exposed ducts must be provided with either a white, factory-applied Type I jacket or a field applied vapor retarder or vapor barrier jacket coating finish

as specified, the total field applied dry film thickness must be approximately 1/16 inch.

i. Insulate oval and round ducts, flexible type, with factory Type I jacket insulation with minimum density of 3/4 pcf, attach in accordance with MICA standards.

3.3.3 Duct Exposed to Weather

3.3.3.1 Installation

Insulate and finish ducts exposed to weather as specified for the applicable service for exposed duct inside the building. After the above is accomplished, further finish the insulation as detailed in the following subparagraphs.

3.3.3.2 Fittings

Finish fittings and other irregular shapes as specified for rectangular ducts.

3.3.3.3 Rectangular Ducts

Apply two coats of weather barrier mastic reinforced with fabric or mesh for outdoor application to the entire surface. Ensure each coat of weatherproof mastic has a minimum thickness of 1/16 inch. Ensure exterior is a metal jacketing applied for mechanical abuse and weather protection, and secure with screws or vapor barrier/weatherproofing jacket less than 0.02 permeability greater than 3 ply, standard grade, silver, white, black, and embossed or greater than 8 ply, heavy duty white and natural. Apply membrane overlapping material by 3 inches. No bands or caulking needed-see manufacturing recommend installation instructions.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 23 09 00

INSTRUMENTATION AND CONTROL FOR HVAC
08/24, CHG 1: 08/25

PART 1 GENERAL

1.1 SUMMARY

Provide a complete Direct Digital Control (DDC) system.; suitable for the control of the heating, ventilating and air conditioning (HVAC) and other building-level systems as indicated Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS, Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS, and other referenced Sections.

1.1.1 Control System Vendor Requirement

1.1.2 Proprietary Systems

1.1.2.1 Proprietary Systems Exempted From Open Protocol Requirements

The following systems are specifically exempted from the open protocol requirements of Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS:

a. A simple split (DX) system consisting of a single indoor unit and a single outdoor unit from the same manufacturer.

b. Systems in Table I (previously approved by the designer in accordance with UFC 3-410-02).

TABLE I: Systems Approved to Use Proprietary Communications		
System	Type (Multi-Split/VRF or Chiller/Boiler Plant)	Proprietary Multi-Split Engineering Tool Software Required (for Multi-Split/VRF only)

c. A system (not already shown Table I) of multiple boilers or multiple chillers communicating with a proprietary network for which an approved request has been obtained and for which: all units are from the same manufacturer, they are all co-located in the same room, the network connecting them is fully contained in that room, and the units are operating using a common "plant" sequence of operation which stages the units in a manner that requires operational parameters be shared between them and which cannot be accomplished with a single lead-lag command from a third-party controller.

1.1.2.2 Implementation of Proprietary Systems

For proprietary systems exempted from open protocol requirements, a proprietary network and DDC hardware communicating via a proprietary

protocol are permitted. For these systems a building control network meeting the requirements of Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS must also be provided, along with a gateway or interface to connect the proprietary system to the open building control network.

The proprietary system gateway or interface must provide the required functionality as shown on the points schedule. Scheduling, alarming, trending, overrides, network inputs, network outputs and other protocol related requirements must be met on the open protocol control system as specified in Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS.

1.1.2.3 Proprietary Multi-Split Engineering Tool Software

For each permitted proprietary systems in Table 1 shown as requiring Proprietary Multi-Split Engineering Tool Software, provide the software needed to replace a unit and configure the replacement. Submit hard copies of the software user manuals with the software submittal.

Submit Proprietary Multi-Split Engineering Tool Software on CD-ROM as a Technical Data Package. Submit 4 hard copies of the software user manual for each piece of software.

1.1.3 System Requirements

Provide systems meeting the requirements this Section and other Sections referenced by this Section, and which have the following characteristics:

a. The system implements the control sequences of operation shown in the Contract Drawings using DDC hardware to control mechanical and electrical equipment

b. The system meet the requirements of this specification as a stand-alone system and does not require connection to any other system.

c. Control sequences reside in DDC hardware in the building. The building control network is not dependent upon connection to a Utility Monitoring and Control System (UMCS) Front End or to any other system for performance of control sequences. To the greatest extent practical, the hardware performs control sequences without reliance on the building network.

d. The hardware is installed such that individual control equipment can be replaced by similar control equipment from other equipment manufacturers with no loss of system functionality.

e. All necessary documentation, configuration information, programming tools, programs, drivers, and other software are licensed to and otherwise remain with the Government such that the Government or their agents are able to perform repair, replacement, upgrades, and expansions of the system without subsequent or future dependence on the Contractor, Vendor or Manufacturer.

f. Sufficient documentation and data, including rights to documentation and data, are provided such that the Government or their agents can execute work to perform repair, replacement, upgrades, and expansions of the system without subsequent or future dependence on the Contractor, Vendor or Manufacturer.

g. Hardware is installed and configured such that the Government or their agents are able to perform repair, replacement, and upgrades of individual hardware without further interaction with the Contractor, Vendor or Manufacturer.

h. All Niagara Framework components have an unrestricted interoperability license with a Niagara Information and Conformance Statement (NICS)which allows open access as defined by Niagara NICS with a value of "ALL" for "Station Compatibility In", "Station Compatibility Out", "Tool Compatibility In" and "Tool Compatibility Out". Note that this will result in the following entries in the license file:

```
accept.station.in="*"
accept.station.out="*"
accept.wb.in="*"
accept.wb.out="*"
```

1.1.4 End to End Accuracy

Select products, install and configure the system such that the maximum error of a measured value as read from the DDC Hardware over the network is less than the maximum allowable error specified for the sensor or instrumentation.

1.1.5 Verification of Dimensions

After becoming familiar with all details of the work, verify all dimensions in the field, and advise the Contracting Officer of any discrepancy before performing any work.

1.1.6 Drawings

The Government will not indicate all offsets, fittings, and accessories that may be required on the drawings. Carefully investigate the mechanical, electrical, and finish conditions that could affect the work to be performed, arrange such work accordingly, and provide all work necessary to meet such conditions.

1.2 RELATED SECTIONS

Related work specified elsewhere:

a. Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS.

b. Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS

1.3 REFERENCES

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

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE 135	(2024; INT 1-3 2025; Errata 1 2025; INT 4-6 2025; Addenda CU 2025) BACnet—A Data Communication Protocol for Building Automation and Control Networks
ASHRAE FUN IP	(2021; CORR 2023) Fundamentals Handbook, I-P Edition

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE C62.41	(1991; R 1995) Recommended Practice on Surge Voltages in Low-Voltage AC Power Circuits

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

NEMA 250	(2020) Enclosures for Electrical Equipment (1000 Volts Maximum)

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(2023; ERTA 1 2024; TIA 24-1; TIA 25-2) National Electrical Code
NFPA 90A	(2024) Standard for the Installation of Air Conditioning and Ventilating Systems

TRIDIUM, INC (TRIDIUM)

Niagara Framework	(2021) NiagaraAX User's Guide
Niagara NICS	(2022) Niagara Information and Conformance Statement

U.S. DEPARTMENT OF DEFENSE (DOD)

UFC 3-410-02	(2018; with Change 2, 2021) Direct Digital Control for HVAC and Other Building Control Systems

UL SOLUTIONS (UL)

UL 5085-3	(2006; Reprint Jan 2022) UL Standard for Safety Low Voltage Transformers - Part 3: Class 2 and Class 3 Transformers

1.4 DEFINITIONS

The following list of definitions includes terms used in Sections referenced by this Section and are included here for completeness. The definitions contained in this Section may disagree with how terms are defined or used in other documents, including documents referenced by this Section. The definitions included here are the authoritative definitions for this Section and all Sections referenced by this Section.

Definitions including "(BACnet)" after the term are definitions derived from ASHRAE 135.

1.4.1 Alarm Generation

Alarm Generation is the monitoring of a value, comparison of the value to alarm conditions and the creation of an alarm when the conditions set for the alarm are met.

1.4.2 Building Automation and Control Network (BACnet) (BACnet)

The term BACnet is used in two ways. First meaning the BACnet Protocol Standard - the communication requirements as defined by ASHRAE 135 including all annexes and addenda. The second to refer to the overall technology related to the ASHRAE 135 protocol.

1.4.3 BACnet Advanced Application Controller (B-AAC) (BACnet)

A hardware device BTL Listed as a B-AAC, which is required to support BACnet Interoperability Building Blocks (BIBBs) for scheduling and alarming, but is not required to support as many BIBBs as a B-BC.

1.4.4 BACnet Application Specific Controller (B-ASC) (BACnet)

A hardware device BTL Listed as a B-ASC, with fewer BIBB requirements than a B-AAC. It is intended for use in a specific application.

1.4.5 BACnet Building Controller (B-BC) (BACnet)

A hardware device BTL Listed as a B-BC. A general-purpose, field-programmable device capable of carrying out a variety of building automation and control tasks including control and monitoring via direct digital control (DDC) of specific systems and data storage for trend information, time schedules, and alarm data. Like the other BTL Listed controller types (B-AAC, B-ASC etc.) a B-BC device is required to support the server ("B") side of the ReadProperty and WriteProperty services, but unlike the other controller types it is also required to support the client ("A") side of these services. Communication between controllers requires that one of them support the client side and the other support the server side, so a B-BC is often used when communication between controllers is needed.

1.4.6 BACnet Broadcast Management Device (BBMD) (BACnet)

A communications device, typically combined with a BACnet router. A BBMD forwards BACnet broadcast messages to BACnet/IP devices and other BBMDs connected to the same BACnet/IP network. Each IP subnet that is part of a BACnet/IP network must have at least one BBMD. Note there are additional restrictions when multiple BBMDs share an IP subnet.

1.4.7 BACnet/IP (BACnet)

An extension of BACnet, Annex J, defines the use of a reserved UDP socket to transmit BACnet messages over IP networks. A BACnet/IP network is a collection of one or more IP subnets that share the same BACnet network number. See also paragraph BACNET BROADCAST MANAGEMENT DEVICE.

1.4.8 BACnet Internetwork (BACnet)

Two or more BACnet networks, connected with BACnet routers. In a BACnet Internetwork, there exists only one message path between devices.

1.4.9 BACnet Interoperability Building Blocks (BIBBs) (BACnet)

A BIBB is a collection of one or more ASHRAE 135 Services intended to define a higher level of interoperability. BIBBs are combined to build the BACnet functional requirements for a device in a specification. Some BIBBs define additional requirements (beyond requiring support for specific services) in order to achieve a level of interoperability. For example, the BIBB DS-V-A (Data Sharing-View-A), which would typically be used by a front-end, not only requires the client to support the ReadProperty Service, but also provides a list of data types (Object / Properties) which the client must be able to interpret and display for the user.

In the BIBB shorthand notation, -A is the client side and -B is the server side.

The following is a list of some BIBBs used by this or referenced Sections:	
DS-COV-A	Data Sharing-Change of Value (A side)
DS-COV-B	Data Sharing-Change of Value (B side)
NM-RC-B	Network Management-Router Configuration (B side)
DS-RP-A	Data Sharing-Read Property (A side)
DS-RP-B	Data Sharing-Read Property (B side)
DS-RPM-A	Data Sharing-Read Property Multiple (A Side)
DS-RPM-B	Data Sharing-Read Property Multiple (B Side)
DS-WP-A	Data Sharing-Write Property (A Side)
DM-TS-B	Device Management-Time Synchronization (B Side)
DM-UTC-B	Device Management-UTC Time Synchronization (B Side)
DS-WP-B	Data Sharing-Write Property (B side)
SCHED-E-B	Scheduling-External (B side)
DM-OCD-B	Device Management-Object Creation and Deletion (B side)

The following is a list of some BIBBs used by this or referenced Sections:	
AE-N-I-B	Alarm and Event-Notification Internal (B Side)
AE-N-E-B	Alarm and Event-Notification External (B Side)
T-VMT-I-B	Trending-Viewing and Modifying Trends Internal (B Side)
T-VMT-E-B	Trending-Viewing and Modifying Trends External (B Side)

1.4.10 BACnet Network (BACnet)

In BACnet, a portion of the control Internetwork consisting of one or more segments connected by repeaters. Networks are separated by routers.

1.4.11 BACnet Operator Display (B-OD) (BACnet)

A basic operator interface with limited capabilities relative to a B-OWS. It is not intended to perform direct digital control. A B-OD profile could be used for LCD devices, displays affixed to BACnet devices, handheld terminals or other very simple user interfaces.

1.4.12 BACnet Segment (BACnet)

One or more physical segments interconnected by repeaters (ASHRAE 135).

1.4.13 BACnet Smart Actuator (B-SA) (BACnet)

A simple actuator device with limited resources intended for specific applications.

1.4.14 BACnet Smart Sensor (B-SS) (BACnet)

A simple sensing device with limited resources.

1.4.15 BACnet Testing Laboratories (BTL) (BACnet)

Established by BACnet International to support compliance testing and interoperability testing activities and consists of BTL Manager and the BTL Working Group (BTL-WG). BTL also publishes Implementation Guidelines.

1.4.16 BACnet Testing Laboratories (BTL) Listed (BACnet)

A device that has been listed by BACnet Testing Laboratory. Devices may be certified to a specific device profile, in which case the listing indicates that the device supports the required capabilities for that profile, or may be listed as "other".

1.4.17 Binary

A two-state system where an "ON" condition is represented by a high signal level and an "OFF" condition is represented by a low signal level. 'Digital' is sometimes used interchangeably with 'binary'.

1.4.18 Broadcast

Unlike most messages, which are intended for a specific recipient device, a broadcast message is intended for all devices on the network.

1.4.19 Building Control Network (BCN)

The network connecting all DDC Hardware within a building (or specific group of buildings).

1.4.20 Building Point of Connection (BPOC)

A FPOC for a Building Control System. (This term is being phased out of use in preference for FPOC but is still used in some specifications and criteria. When it was used, it typically referred to a piece of control hardware. The current FPOC definition typically refers instead to IT hardware.)

1.4.21 Commandable

See Overridable.

1.4.22 Commandable Objects (BACnet)

Commandable Objects have a Commandable Property, Priority_Array, and Relinquish_Default Property as defined in ASHRAE 135, Clause 19.2, Command Prioritization.

1.4.23 Configurable

A property, setting, or value is configurable if it can be changed via hardware settings on the device, via the use of engineering software or over the control network from the front end, and is retained through (after) loss of power.

a. In a non-Niagara Framework BACnet system, a property, setting, or value is configurable if it can be changed via one or more of:
   (1) via BACnet services (including proprietary BACnet services)
   (2) via hardware settings on the device

b. In a Niagara Framework BACnet system, a property, setting, or value is configurable if it can be changed via one or more of:
   (1) via BACnet services (including proprietary BACnet services)
   (2) via hardware settings on the device
   (3) via the Niagara Framework

Note this is more stringent than the ASHRAE 135 definition.

1.4.24 Control Logic Diagram

A graphical representation of control logic for multiple processes that make up a system.

1.4.25 Device (BACnet)

A Digital Controller that contains a BACnet Device Object and uses BACnet to communicate with other devices.

1.4.26 Device Object (BACnet)

Every BACnet device requires one Device Object, whose properties represent the network visible properties of that device. Every Device Object requires a unique Object Identifier number on the BACnet Internetwork.

This number is often referred to as the device instance or device ID.

1.4.27 Device Profile (BACnet)

A collection of BIBBs determining minimum BACnet capabilities of a device, defined in ASHRAE 135. Standard device profiles include BACnet Advanced Workstations (B-AWS), BACnet Building Controllers (B-BC), BACnet Advanced Application Controllers (B-AAC), BACnet Application Specific Controllers (B-ASC), BACnet Smart Actuator (B-SA), and BACnet Smart Sensor (B-SS).

1.4.28 Digital Controller

An electronic controller, usually with internal programming logic and digital and analog input/output capability, which performs control functions.

1.4.29 Direct Digital Control (DDC)

Digital controllers performing control logic. Usually the controller directly senses physical values, makes control decisions with internal programs, and outputs control signals to directly operate switches, valves, dampers, and motor controllers.

1.4.30 Field Point of Connection (FPOC)

The FPOC is the point of connection between the UMCS IP Network and the field control network (either an IP network, a non-IP network, or a combination of both). The hardware at this location which provides the connection is generally an IT device such as a switch, IP router, or firewall.

In general, the term "FPOC Location" means the place where this connection occurs, and "FPOC Hardware" means the device that provides the connection. Sometimes the term "FPOC" is used to mean either and its actual meaning (i.e. location or hardware) is determined by the context in which it is used.

1.4.31 Fox Protocol (Niagara Framework)

The protocol used for communication between components in the Niagara Framework. By default, Fox uses TCP port 1911.

1.4.32 Gateway

A device that translates from one protocol application data format to another. Devices that change only the transport mechanism of the protocol - "translating" from TP/FT-10 to Ethernet/IP or from BACnet MS/TP to BACnet over IP for example - are not gateways as the underlying data format does not change. Gateways are also called Communications Bridges or Protocol Translators. Some devices contain bith gateway and control functions; these devices are considered both gateways and digital controllers and must meet the requirements for both.

A Niagara Framework Supervisory Gateway is one type of Gateway.

1.4.33 IEEE 802.3 Ethernet

A family of local-area-network technologies providing high-speed networking features over various media, typically Cat 5, 5e or Cat 6

twisted pair copper or fiber optic cable.

1.4.34 Internet Protocol (IP, TCP/IP, UDP/IP)

A communication method, the most common use is the World Wide Web. At the lowest level, it is based on Internet Protocol (IP), a method for conveying and routing packets of information over various LAN media. Two common protocols using IP are User Datagram Protocol (UDP) and Transmission Control Protocol (TCP). UDP conveys information to well-known "sockets" without confirmation of receipt. TCP establishes connections, also known as "sessions", which have end-to-end confirmation and guaranteed sequence of delivery.

1.4.35 Input/Output (I/O)

Physical inputs and outputs to and from a device, although the term sometimes describes network or "virtual" inputs or outputs. See also "Points".

1.4.36 I/O Expansion Unit

An I/O expansion unit provides additional point capacity to a digital controller

1.4.37 IP subnet

A group of devices which share a defined range IP addresses. Devices on a common IP subnet can share data (including broadcasts) directly without the need for the traffic to traverse an IP router.

1.4.38 JACE (Niagara Framework)

Java Application Control Engine. See paragraph NIAGARA FRAMEWORK SUPERVISORY GATEWAY

1.4.39 Local-Area Network (LAN)

A communication network that spans a limited geographic area and uses the same basic communication technology throughout.

1.4.40 Local Display Panels (LDPs)

A DDC Hardware with a display and navigation buttons, and must provide display and adjustment of points as shown on the Points Schedule and as indicated.

1.4.41 MAC Address

Media Access Control address. The physical device address that identifies a device on a Local Area Network.

1.4.42 Multidrop Serial Bus/Token-Passing (MS/TP) (BACnet)

Data link protocol as defined by the BACnet standard. Multiple speeds (data rates) are permitted by the BACnet MS/TP standard.

1.4.43 Monitoring and Control (M&C) Software

The UMCS 'front end' software which performs supervisory functions such as

alarm handling, scheduling and data logging and provides a user interface for monitoring the system and configuring these functions.

1.4.44 Network Number (BACnet)

A site-specific number assigned to each network. This network number must be unique throughout the BACnet Internetwork.

1.4.45 Niagara Framework (Niagara Framework)

A set of hardware and software specifications for building and utility control owned by Tridium Inc. and licensed to multiple vendors. The Framework consists of front end (M&C) software, web based clients, field level control hardware, and engineering tools. While the Niagara Framework is not adopted by a recognized standards body and does not use an open licensing model, it is sufficiently well-supported by multiple HVAC vendors to be considered a de-facto Open Standard.

1.4.46 Niagara Framework Supervisory Gateway (Niagara Framework)

DDC Hardware component of the Niagara Framework. A typical Niagara architecture has Niagara specific supervisory gateways at the IP level and other (non-Niagara specific) controllers on field networks (TP/FT-10, MS/TP, etc.) beneath the Niagara supervisory gateways. The Niagara specific controllers function as a gateway between the Niagara framework protocol (Fox) and the field network beneath. These supervisory gateways may also be used as general purpose controllers and also have the capability to provide a web-based user interface.

Note that different vendors refer to this component by different names. The most common name is "JACE"; other names include (but are not limited to)"EC-BOS", "FX-40", "TMN", "SLX" and "UNC".

1.4.47 Object (BACnet)

An ASHRAE 135 Object. The concept of organizing BACnet information into standard components with various associated Properties. Examples include Analog Input objects and Binary Output objects.

1.4.48 Object Identifier (BACnet)

A grouping of two Object properties: Object Type (e.g. Analog Value, Schedule, etc.) and Object Instance (in this case, a number). Object Identifiers must be unique within a device.

1.4.49 Object Instance (BACnet)

See paragraph OBJECT IDENTIFIER

1.4.50 Object Properties (BACnet)

Attributes of an object. Examples include present value and high limit properties of an analog input object. Properties are defined in ASHRAE 135; some are optional and some are required. Objects are controlled by reading from and writing to object properties.

1.4.51 Operator Configurable

Operator configurable values are values that can be changed from a single common front end user interface across multiple vendor systems.

For Niagara Framework Systems, a property, setting, or value is Operator Configurable when it is configurable from a Niagara Framework Front End.

For non Niagara-based BACnet systems, a property, setting, or value in a device is Operator Configurable when it is Configurable and is either:

a. a Writable Property of a Standard BACnet Object; or

b. a Property of a Standard BACnet Object that is Writable when Out_Of_Service is TRUE and Out_Of_Service is Writable.

1.4.52 Overridable (Point)

A point is Overridable if it can be Overriden (See Override).

1.4.53 Override

Changing the value of a point outside of the normal sequence of operation where the change has priority over the sequence and where there is a mechanism for releasing the change such that the point returns to the normal value. Overrides persist until released or overridden at the same or higher priority but are not required to persist through a loss of power. Overrides are often used by operators to change values, and generally originate at a user interface (workstation or local display panel).

1.4.54 Packaged Equipment

Packaged equipment is a single piece of equipment provided by a manufacturer in a substantially complete and operable condition, where the controls (DDC Hardware) are factory installed, and the equipment is sold and shipped from the manufacturer as a single entity. Disassembly and reassembly of a large piece of equipment for shipping does not prevent it from being packaged equipment. Package units may require field installation of remote sensors. Packaged equipment is also called a "packaged unit".

Note industry may use the term "Packaged System" to mean a collection of equipment that is designed to work together where each piece of equipment is packaged equipment and there is a network that connects the equipment together. A "packaged system" of this type is NOT packaged equipment; it is a collection of packaged equipment, and each piece of equipment must individually meet specification requirements.

1.4.55 Packaged Unit

See packaged equipment.

1.4.56 Performance Verification Test (PVT)

The procedure for determining if the installed BAS meets design criteria prior to final acceptance. The PVT is performed after installation, testing, and balancing of mechanical systems. Typically the PVT is performed by the Contractor in the presence of the Government.

1.4.57 Physical Segment (BACnet)

A single contiguous medium to which BACnet devices are attached (ASHRAE 135).

1.4.58 Polling

A device periodically requesting data from another device.

1.4.59 Points

Physical inputs and outputs, and virtual values read from or written to a controller over the the network. See also paragraph INPUT/OUTPUT (I/O).

1.4.60 Proportional, Integral, and Derivative (PID) Control Loop

A closed-loop control algorithm calculating control output based using the error between a process variable and setpoint. The proportional control component adjusts control output based on the current error, the integral component adjusts based on a sum of errors over time, and the derivative component adjusts based on the rate of change of the errors. Not all components are employed in all implementation of a PID loop, and when a component is not used the corresponding letter is generally dropped from the abbreviation used for that control. For example derivative control is often not required for HVAC systems, leaving "PI" control.

1.4.61 Proprietary (BACnet)

Within the context of BACnet, any extension of or addition to object types, properties, PrivateTransfer services, or enumerations specified in ASHRAE 135. Objects with Object_Type values of 128 and above are Proprietary Objects. Properties with Property_Identifier of 512 and above are proprietary Properties.

1.4.62 Protocol Implementation Conformance Statement (PICS) (BACnet)

A document, created by the manufacturer of a device, which describes which portions of the BACnet standard may be implemented by a given device. ASHRAE 135 requires that all ASHRAE 135 devices have a PICS, and also defines a minimum set of information that must be in it. A device as installed for a specific project may not implement everything in its PICS.

1.4.63 Repeater

A device that connects two control network segments and retransmits all information received on one side onto the other.

1.4.64 Router

Generically, a Router is a device that connects two or more networks and controls traffic between them by retransmitting signals received from one network onto another based on the signal destination.

As used in this Section, a Router connects two or more ASHRAE 135 networks and controls traffic between them by retransmitting signals received from one network onto another based on the signal destination. Routers are used to subdivide a BACnet internetwork and to limit network traffic.

1.4.65 Segment

A 'single' section of a control network that contains no repeaters or routers. There is generally a limit on the number of devices on a segment, and this limit is dependent on the topology/media and device type.

1.4.66 Standard BACnet Objects (BACnet)

Objects with Object_Type values below 128 and specifically enumerated in Clause 21 of ASHRAE 135. Objects which are not proprietary. See paragraph PROPRIETARY.

1.4.67 Standard BACnet Properties (BACnet)

Properties with Property_Identifier values below 512 and specifically enumerated in Clause 21 of ASHRAE 135. Properties which are not proprietary. See Proprietary.

1.4.68 Standard BACnet Services (BACnet)

ASHRAE 135 services other than ConfirmedPrivateTransfer or UnconfirmedPrivateTransfer. See paragraph PROPRIETARY.

1.4.69 UMCS

UMCS stands for Utility Monitoring and Control System. The term refers to all components by which a project site monitors, manages, and controls real-time operation of HVAC and other building systems. These components include the UMCS "front-end" and all field building control systems connected to the front-end. The front-end consists of Monitoring and Control Software (user interface software), browser-based user interfaces and network infrastructure.

The network infrastructure (the "UMCS Network"), is an IP network connecting multiple building or facility control networks to the Monitoring and Control Software.

1.4.70 UMCS Network

The UMCS Network connects multiple building or facility control networks to the Monitoring and Control Software.

1.4.71 Writable Property (BACnet)

A Property is Writable when it can be changed through the use of one or more of the WriteProperty services defined in ASHRAE 135, Clause 15 regardless of the value of any other Property. Note that in the ASHRAE 135 standard, some Properties may be writable when the Out of Service Property is TRUE; for purposes of this Section, Properties that are only writable when the Out of Service Property is TRUE are not considered to be Writable.

1.5 PROJECT SEQUENCING

TABLE II: PROJECT SEQUENCING lists the sequencing of submittals as specified in paragraph SUBMITTALS (denoted by an 'S' in the 'TYPE' column) and activities as specified in PART 3 EXECUTION (denoted by an 'E' in the 'TYPE' column). TABLE II does not specify overall project milestone and

completion dates; these dates are specified in the contract documents.

a. Sequencing for Submittals: The sequencing specified for submittals is the deadline by which the submittal must be initially submitted to the Government. Following submission there will be a Government review period as specified in Section 01 33 00 SUBMITTAL PROCEDURES. If the submittal is not accepted by the Government, revise the submittal and resubmit it to the Government within 14 days of notification that the submittal has been rejected. Upon resubmittal there will be an additional Government review period. If the submittal is not accepted the process repeats until the submittal is accepted by the Government.

b. Sequencing for Activities: The sequencing specified for activities indicates the earliest the activity may begin.

c. Abbreviations: In TABLE II the abbreviation AAO is used for 'after approval of' and 'ACO' is used for 'after completion of'.

TABLE II. PROJECT SEQUENCING

ITEM #	TYPE	DESCRIPTION	SEQUENCING (START OF ACTIVITY OR DEADLINE FOR SUBMITTAL)
1	S	Existing Conditions Report	
2	S	DDC Contractor Design Drawings	
3	S	Manufacturer's Product Data	
4	S	Pre-construction QC Checklist	
5	E	Install Building Control System	AAO #1 thru #4
6	E	Start-Up and Start-Up Testing	ACO #5
7	S	Post-Construction QC Checklist	
8	S	Programming Software Configuration Software Niagara Framework Engineering Tool Niagara Framework Wizards	ACO #6
9	S	Draft As-Built Drawings	ACO #6
10	S	Start-Up Testing Report	ACO #6

TABLE II. PROJECT SEQUENCING			
ITEM #	TYPE	DESCRIPTION	SEQUENCING (START OF ACTIVITY OR DEADLINE FOR SUBMITTAL)
11	S	PVT Procedures	days before schedule start of #12 and AAO #10
12	S,E	Execute PVT PVT Testing Activities	AAO #9 and #11As indicated in PART 3 of this Section
13	S	PVT Report	days ACO #12 As indicated in PART 3 of this Section
14	S	Controller Application Programs Controller Configuration Settings Niagara Framework Supervisory Gateway Backups	AAO #13
15	S	Final As-Built Drawings	AAO #13
16	S	O&M Instructions	AAO #15
17	S	Training Documentation	AAO #10 anddays before scheduled start of #18
18	E	Training	AAO #16 and #17
19	S	Closeout QC Checklist	ACO #18

1.6 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

DDC Contractor Design Drawings; G

Draft As-Built Drawings; G

Final As-Built Drawings; G

SD-03 Product Data

Programming Software; G

Controller Application Programs; G

Configuration Software; G

Controller Configuration Settings; G

Proprietary Multi-Split Engineering Tool Software; G

Manufacturer's Product Data; G

Niagara Framework Supervisory Gateway Backups; G

Niagara Framework Engineering Tool; G

SD-05 Design Data

SD-06 Test Reports

Existing Conditions Report

Pre-Construction Quality Control (QC) Checklist; G

Post-Construction Quality Control (QC) Checklist; G

Start-Up Testing Report; G

PVT Procedures; G

PVT Report; G

Control Contractor s Performance Verification Testing Plan; G

Equipment Supplier s Performance Verification Testing Plan; G

Endurance Testing Results; G

Performance Verification Test Report; G

SD-10 Operation and Maintenance Data

Operation and Maintenance (O&M) Instructions; G

Training Documentation; G

SD-11 Closeout Submittals

Enclosure Keys; G

Password Summary Report; G

Closeout Quality Control (QC) Checklist; G

1.7 DATA PACKAGE AND SUBMITTAL REQUIREMENTS

Technical data packages consisting of technical data and computer software (meaning technical data which relates to computer software) which are specifically identified in this project and which may be defined/required in other specifications must be delivered strictly in accordance with the CONTRACT CLAUSES and in accordance with the Contract Data Requirements List, DD Form 1423. Data delivered must be identified by reference to the particular specification paragraph against which it is furnished. All submittals not specified as technical data packages are considered 'shop drawings' under the Federal Acquisition Regulation Supplement (FARS) and must contain no proprietary information and be delivered with unrestricted rights.

1.8 SOFTWARE FOR DDC HARDWARE AND GATEWAYS

Provide all software related to the programming and configuration of DDC Hardware and Gateways as indicated. License all Software to the project site. The term "controller" as used in these requirements means both DDC Hardware and Gateways.

1.8.1 Configuration Software

For each type of controller, provide the configuration tool software in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS. Submit hard copies of the software user manuals for each software with the software submittal.

Submit Configuration Software on CD-ROM as a Technical Data Package. Submit 4 hard copies of the software user manual for each piece of software.

1.8.2 Controller Configuration Settings

For each controller, provide copies of the installed configuration settings as source code compatible with the configuration tool software for that controller in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS.

Submit Controller Configuration Settings on CD-ROM as a Technical Data Package. Include on the CD-ROM a list or table of contents clearly indicating which files are associated with each device. Submit 2 copies of the Controller Configuration Settings CD-ROM.

1.8.3 Programming Software

For each type of programmable controller, provide the programming software in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS. Submit hard copies of software user manuals for each software with the software submittal.

Submit Programming Software on CD-ROM as a Technical Data Package. Submit 4 hard copies of the software user manual for each piece of software.

1.8.4 Controller Application Programs

For each programmable controller, provide copies of the application program as source code compatible with the programming software for that controller in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS.

Submit Controller Application Programs on CD-ROM as a Technical Data Package. Include on the CD-ROM a list or table of contents clearly indicating which application program is associated with each device. Submit 2 copies of the Controller Application Programs CD-ROM.

1.8.5 Niagara Framework Supervisory Gateway Backups

For each Niagara Framework Supervisory Gateway, provide a backup of all software within the Niagara Framework Supervisory Gateway, including configuration settings. This backup must be sufficient to allow the restoration of the Niagara Framework Supervisory Gateway or the replacement of the Niagara Framework Supervisory Gateway.

Submit backups for each Niagara Framework Supervisory Gateway on CD-ROM as a Technical Data Package. Mark each backup indicating clearly the source Niagara Framework Supervisory Gateway.

1.8.6 Niagara Framework Engineering Tool(for all Niagara Framework system)

Provide a Niagara Framework Engineering Tool in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS. Submit software user manuals with the Niagara Framework Engineering Tool submittal.

Submit the Niagara Framework Engineering Tool on CD-ROM as a Technical Data Package. Submit 4 hard copies of the software user manual for the Niagara Framework Engineering Tool.

1.9 QUALITY CONTROL CHECKLISTS

The QC Checklist for BACnet Systems in APPENDIX A of this Section must be completed by the Contractor's Chief Quality Control (QC) Representative and submitted as indicated.

The QC Checklist for Niagara Framework Based BACnet Systems in APPENDIX A of this Section must be completed by the Contractor's Chief Quality Control (QC) Representative and submitted as indicated.

The QC Representative must verify each item indicated and initial in the space provided to indicate that the requirement has been met. The QC Representative must sign and date the Checklist prior to submission to the Government.

1.9.1 Pre-Construction Quality Control (QC) Checklist

Complete items indicated as Pre-Construction QC Checklist items in the QC Checklist. Submit four copies of the Pre-Construction QC Checklist.

1.9.2 Post-Construction Quality Control (QC) Checklist

Complete items indicated as Post-Construction QC Checklist items in the QC Checklist. Submit four copies of the Post-Construction QC Checklist.

1.9.3 Closeout Quality Control (QC) Checklist

Complete items indicated as Closeout QC Checklist items in the QC Checklist. Submit four copies of the Closeout QC Checklist.

PART 2 PRODUCTS

Provide products INSTRUMENTATION AND CONTROL DEVICES FOR HVAC, Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS for BACnet or Niagara BACnet systems, other referenced Sections, and this Section.

2.1 GENERAL PRODUCT REQUIREMENTS

Units of the same type of equipment must be products of a single manufacturer. Each major component of equipment must have the manufacturer's name and address, and the model and serial number in a conspicuous place. Materials and equipment must be standard products of a manufacturer regularly engaged in the manufacturing of these and similar products. The standard products must have been in a satisfactory commercial or industrial use for two years prior to use on this project. The two year use must include applications of equipment and materials under similar circumstances and of similar size. DDC Hardware not meeting the two-year field service requirement is acceptable provided it has been successfully used by the Contractor in a minimum of two previous projects. The equipment items must be supported by a service organization. Items of the same type and purpose must be identical, including equipment, assemblies, parts and components.

2.2 PRODUCT DATA

Provide manufacturer's product data sheets documenting compliance with product specifications for each product provided under Section INSTRUMENTATION AND CONTROL DEVICES FOR HVAC, Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS, or this Section. Provide product data for all products in a single indexed compendium, organized by product type.

For each manufacturer, model and version (revision) of DDC Hardware provide the Protocol Implementation Conformance Statement (PICS) in accordance with Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS.

Submit Manufacturer's Product Data on CD-ROM.

2.3 OPERATION ENVIRONMENT

Unless otherwise specified, provide products rated for continuous operation under the following conditions:

a. Pressure: Pressure conditions normally encountered in the installed location.

b. Vibration: Vibration conditions normally encountered in the installed

location.

c. Temperature:

(1) Products installed indoors: Ambient temperatures in the range of 32 to 112 degrees F and temperature conditions outside this range normally encountered at the installed location.

(2) Products installed outdoors or in unconditioned indoor spaces: Ambient temperatures in the range of -35 to +151 degrees F and temperature conditions outside this range normally encountered at the installed location.

d. Humidity: 10 to 95 percent relative humidity, noncondensing and humidity conditions outside this range normally encountered at the installed location.

2.4 ENCLOSURES

Enclosures supplied as an integral (pre-packaged) part of another product are acceptable. Provide two Enclosure Keys for each lockable enclosure on a single ring per enclosure with a tag identifying the enclosure the keys operate. Provide enclosures meeting the following minimum requirements:

2.4.1 Mechanical and Electrical Rooms

For enclosures located in mechanical or electrical rooms, provide enclosures meeting NEMA 250 Type 2 requirements.

2.4.2 Other Locations

For enclosures in other locations including but not limited to occupied spaces, above ceilings, and in plenum returns, provide enclosures meeting NEMA 250 Type 1 requirements.

2.5 WIRE AND CABLE

Provide wire and cable meeting the requirements of NFPA 70 and NFPA 90A in addition to the requirements of this specification and referenced specifications.

2.5.1 Terminal Blocks

For terminal blocks which are not integral to other equipment, provide terminal blocks which are insulated, modular, feed-through, clamp style with recessed captive screw-type clamping mechanism, suitable for DIN rail mounting, and which have enclosed sides or end plates and partition plates for separation.

2.5.2 Control Wiring for Binary Signals

For Control Wiring for Binary Signals, provide 18 AWG copper or thicker wire rated for 300-volt service.

2.5.3 Control Wiring for Analog Signals

For Control Wiring for Analog Signals, provide 18 AWG or thicker, copper,

single- or multiple-twisted wire meeting the following requirements:

a. minimum 2 inch lay of twist

b. 100 percent shielded pairs

c. at least 300-volt insulation

d. each pair has a 20 AWG tinned-copper drain wire and individual overall pair insulation

e. cables have an overall aluminum-polyester or tinned-copper cable-shield tape, overall 20 AWG tinned-copper cable drain wire, and overall cable insulation.

2.5.4 Power Wiring for Control Devices

For 24-volt circuits, provide insulated copper 18 AWG or thicker wire rated for 300 VAC service. For 120-volt circuits, provide 14 AWG or thicker stranded copper wire rated for 600-volt service.

2.5.5 Transformers

Provide UL 5085-3 approved transformers. Select transformers sized so that the connected load is no greater than 80 percent of the transformer rated capacity.

PART 3 EXECUTION

3.1 EXISTING CONDITIONS

3.1.1 Existing Conditions Survey

Perform a field survey, including testing and inspection of the equipment to be controlled and submit an Existing Conditions Report documenting the current status and its impact on the Contractor's ability to meet this specification. For those items considered nonfunctional, document the deficiency in the report including explanation of the deficiencies and estimated costs to correct the deficiencies. As part of the report, define the scheduled need date for connection to existing equipment. Make written requests and obtain Government approval prior to disconnecting any controls and obtaining equipment downtime.

Submit four copies of the Existing Conditions Report.

3.1.2 Existing Equipment Downtime

Make written requests and obtain Government approval prior to disconnecting any controls and obtaining equipment downtime.

3.1.3 Existing Control System Devices

Inspect, calibrate, and adjust as necessary to place in proper working order all existing devices which are to be reused.

3.2 INSTALLATION

Fully install and test the control system in accordance Section INSTRUMENTATION AND CONTROL DEVICES FOR HVAC, Section 23 09 23.02 BACNET

DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS, and this Section.

3.2.1 Dielectric Isolation

Provide dielectric isolation where dissimilar metals are used for connection and support. Install control system in a matter that provides clearance for control system maintenance by maintaining access space required to calibrate, remove, repair, or replace control system devices. Install control system such that it does not interfere with the clearance requirements for mechanical and electrical system maintenance.

3.2.2 Penetrations in Building Exterior

Make all penetrations through and mounting holes in the building exterior watertight.

3.2.3 Device Mounting Criteria

Install devices in accordance with the manufacturer's recommendations and as indicated and shown. Provide a weathershield for all devices installed outdoors. Provide clearance for control system maintenance by maintaining access space required to calibrate, remove, repair, or replace control system devices. Provide clearance for mechanical and electrical system maintenance; do not not interfere with the clearance requirements for mechanical and electrical system maintenance.

3.2.4 Labels and Tags

Key all labels and tags to the unique identifiers shown on the As-Built drawings. For labels exterior to protective enclosures provide engraved plastic labels mechanically attached to the enclosure or DDC Hardware. Labels inside protective enclosures may be attached using adhesive, but must not be hand written. For tags, provide plastic or metal tags mechanically attached directly to each device or attached by a metal chain or wire.

a. Label all Enclosures and DDC Hardware.

b. Tag Airflow measurement arrays (AFMA) with flow rate range for signal output range, duct size, and pitot tube AFMA flow coefficient.

c. Tag duct static pressure taps at the location of the pressure tap

3.2.5 Surge Protection

3.2.5.1 Power-Line Surge Protection

Protect equipment connected to AC circuits to withstand power-line surges in accordance with IEEE C62.41. Do not use fuses for surge protection.

3.2.5.2 Surge Protection for Transmitter and Control Wiring

Protect DDC hardware against or provided DDC hardware capable of withstanding surges induced on control and transmitter wiring installed outdoors and as shown. Protect equipment against the following two waveforms:

a. A waveform with a 10-microsecond rise time, a 1000-microsecond decay

time and a peak current of 60 amps.

b. A waveform with an 8-microsecond rise time, a 20-microsecond decay time and a peak current of 500 amperes.

3.2.6 Basic Cybersecurity Requirements

3.2.6.1 Passwords

Password development and the Password Summary Report submittal must comply with Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS.

3.2.6.2 Wireless Capability

Wireless capabilities must comply with Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS.

3.2.6.3 IP Network Physical Security

IP network physical security must comply with Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS.

3.3 DRAWINGS AND CALCULATIONS

Provide drawings in the form and arrangement indicated and shown. Use the same abbreviations, symbols, nomenclature and identifiers shown. Assign a unique identifier as shown to each control system element on a drawing. When packaging drawings, group schedules by system. When space allows, it is permissible to include multiple schedules for the same system on a single sheet. Except for drawings covering all systems, do not put information for different systems on the same sheet.

Submit hardcopy drawings on A3 17 by 11 inches sheets, and electronic drawings in PDF and in AutoCAD format. In addition, submit electronic drawings in editable Excel format for all drawings that are tabular, including but not limited to the Point Schedule and Equipment Schedule.

a. Submit DDC Contractor Design Drawings consisting of each drawing indicated with pre-construction information depicting the intended control system design and plans. Submit DDC Contractor Design Drawings as a single complete package: 4 hard copies and 2 copies on CD-ROM.

b. Submit Draft As-Built Drawings consisting of each drawing indicated updated with as-built data for the system prior to PVT. Submit Draft As-Built Drawings as a single complete package: 4 hard copies and2 copies on CD-ROM.

c. Submit Final As-Built Drawings consisting of each drawing indicated updated with all final as-built data. Final As-Built Drawings as a single complete package: 4 hard copies and 2 copies on CD-ROM.

3.3.1 Sample Drawings

Sample drawings in electronic format are available at the Whole Building Design Guide page for this section:
https://www.wbdg.org/dod/ufgs/ufgs-23-09-00
These drawings may prove useful in demonstrating expected drawing formatting and example content and are provided for illustrative purposes

only. Note that these drawings do not meet the content requirements of this Section and must be completed to meet project requirements.

3.3.2 Drawing Index and Legend

Provide an HVAC Control System Drawing Index showing the name and number of the building, military site, State or other similar designation, and Country. In the Drawing Index, list all Contractor Design Drawings, including the drawing number, sheet number, drawing title, and computer filename when used. In the Design Drawing Legend, show and describe all symbols, abbreviations and acronyms used on the Design Drawings. Provide a single Index and Legend for the entire drawing package.

3.3.3 Thermostat and Occupancy Sensor Schedule

Provide a thermostat and occupancy sensor schedule containing each thermostat's unique identifier, room identifier and control features and functions as shown. Provide a single thermostat and occupancy sensor schedule for the entire project.

3.3.4 Valve Schedule

Provide a valve schedule containing each valve's unique identifier, size, flow coefficient Kv (Cv), pressure drop at specified flow rate, spring range, positive positioner range, actuator size, close-off pressure to torque data, dimensions, and access and clearance requirements data. In the valve schedule include actuator selection data supported by calculations of the force required to move and seal the valve, access and clearance requirements. Provide a single valve schedule for the entire project.

3.3.5 Project Summary Equipment Schedule

Provide a project summary equipment schedule containing the manufacturer, model number, part number and descriptive name for each control device, hardware and component provided under this specification. Provide a single project equipment schedule for the entire project.

3.3.6 Equipment Schedule

Provide system equipment schedules containing the unique identifier, manufacturer, model number, part number and descriptive name for each control device, hardware and component provided under this specification. Provide a separate equipment schedule for each HVAC system.

3.3.7 DDC Hardware Schedule

Provide a single DDC Hardware Schedule for the entire project and including following information for each device.

3.3.7.1 DDC Hardware Identifier

The Unique DDC Hardware Identifier for the device.

3.3.7.2 HVAC System

The system "name" used to identify a specific system (the name used on the system schematic drawing for that system).

3.3.7.3 BACnet Device Information

3.3.7.3.1 Device Object Identifier

The Device Object Identifier: The Object_Identifier of the Device Object

3.3.7.3.2 Network Number

The Network Number for the device.

3.3.7.3.3 MAC Address

The MAC Address for the device

3.3.7.3.4 BTL Listing

The BTL Listing of the device. If the device is listed under multiple BTL Profiles, indicate the profile that matches the use and configuration of the device as installed.

3.3.7.3.5 Proprietary Services Information

If the device uses non-standard ASHRAE 135 services as defined and permitted in Section 23 09 23.02 BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS, indicate that the device uses non-standard services and include a description of all non-standard services used. Describe usage and content such that a device from another vendor can interoperate with the device using the non-standard service. Provide descriptions with sufficient detail to allow a device from a different manufacturer to be programmed to both read and write the non-standard service request:

a. read: interpret the data contained in the non-standard service and;

b. write: given similar data, generate the appropriate non-standard service request.

3.3.7.3.6 Alarming Information

Indicate whether the device is used for alarm generation, and which types of alarm generation the device implements: intrinsic, local algorithmic, remote algorithmic.

3.3.7.3.7 Scheduling Information

Indicate whether the device is used for scheduling.

3.3.7.3.8 Trending Information

Indicate whether the device is used for trending, and indicate if the device is used to trend local values, remote values, or both.

3.3.7.4 Niagara Station ID

The Niagara Station ID for each Niagara Framework Supervisory Gateway

3.3.8 Points Schedule

Provide a Points Schedule in tabular form for each HVAC system, with the indicated columns and with each row representing a hardware point, network point or configuration point in the system.

a. When a Points Schedule was included in the Contract Drawing package, use the same fields as the Contract Drawing with updated information in addition to the indicated fields.

b. When Point Schedules are included in the contract package, items requiring contractor verification or input have been shown in angle brackets ("<" and ">"), such as <___> for a required entry or <value> for a value requiring confirmation. Complete all items in brackets as well as any blank cells. Do not modify values which are not in brackets without approval.

Points Schedule Columns must include:

3.3.8.1 Point Name

The abbreviated name for the point using the indicated naming convention.

3.3.8.2 Description

A brief functional description of the point such as "Supply Air Temperature".

3.3.8.3 DDC Hardware Identifier

The Unique DDC Hardware Identifier shown on the DDC Hardware Schedule and used across all drawings for the DDC Hardware containing the point.

3.3.8.4 Settings

The value and units of any setpoints, configured setpoints, configuration parameters, and settings related to each point.

3.3.8.5 Range

The range of values, including units, associated with the point, including but not limited to a zone temperature setpoint adjustment range, a sensor measurement range, occupancy values for an occupancy input, or the status of a safety.

3.3.8.6 Input or Output (I/O) Type

The type of input or output signal associated with the point. Use the following abbreviations for entries in this column:

a. AI: The value comes from a hardware (physical) Analog Input

b. AO: The value is output as a hardware (physical) Analog Output

c. BI: The value comes from a hardware (physical) Binary Input

d. BO: The value is output as a hardware (physical) Binary Output

e. PULSE: The value comes from a hardware (physical) Pulse Accumulator

Input

f. NET-IN: The value is provided from the network (generally from another device). Use this entry only when the value is received from another device as part of scheduling or as part of a sequence of operation, not when the value is received on the network for supervisory functions such as trending, alarming, override or display at a user interface.

g. NET-OUT: The value is provided to another controller over the network. Use this entry only when the value is transmitted to another device as part of scheduling or as part of a sequence of operation, not when the value is transmitted on the network for supervisory functions such as trending, alarming, override or display at a user interface.

3.3.8.7 Object and Property Information

The Object Type and Instance Number for the Object associated with the point. If the value of the point is not in the Present_Value Property, then also provide the Property ID for the Property containing the value of the point. Any point that is displayed at the front end or on an LDP, is trended, is used by another device on the network, or has an alarm condition must be documented here.

3.3.8.8 Niagara Station ID

The Niagara Station ID of the Niagara Framework Supervisory Gateway the point is mapped into.

3.3.8.9 Network Data Exchange Information (Gets Data From, Sends Data To)

Provide the DDC Hardware Identifier of other DDC Hardware the point is shared with.

3.3.8.10 Override Information (Object Type and Instance Number)

For each point requiring an Override and not residing in a Niagara Framework Supervisory Gateway, indicate if the Object for the point is Commandable or, if the use of a separate Object was specifically approved by the Contracting Officer, provide the Object Type and Instance Number of the Object to be used in overriding the point.

3.3.8.11 Trend Object Information

For each point requiring a trend, indicate if the trend is Local or Remote, the trend Object type and the trend Object instance number. For remote trends provide the DDC Hardware Identifier for the device containing the trend Object in the Points Schedule notes.

3.3.8.12 Alarm Information

Indicate the Alarm Generation Type, Event Enrollment Object Instance Number, and Notification Class Object Instance Number for each point requiring an alarm. (Note that not all alarms will have Event Enrollment Objects.)

For Niagara BACnet systems: Indicate the Alarm Generation Type and

Notification Class Object Instance Number for each point requiring an alarm. (Note that not all alarms will have a Notification Class Object.)

3.3.8.13 Configuration Information

Indicate the means of configuration associated with each point. For points in a Niagara Framework Supervisory Gateway, indicate the point within the Niagara Framework Supervisory Gateway used to configure the value. For other points:

a. For Operator Configurable Points indicate BACnet Object and Property information (Name, Type, Identifiers) containing the configurable value. Indicate whether the property is writable always, or only when Out_Of_Service is TRUE.

b. For Configurable Points indicate the BACnet Object and Property information as for Operator Configurable points, or identification of the configurable settings from within the engineering software for the device or identification of the hardware settings on the device.

3.3.9 Riser Diagram

The Riser Diagram of the Building Control Network may be in tabular form, and must show all DDC Hardware and all Network Hardware, including network terminators. For each item, provide the unique identifier, common descriptive name, physical sequential order (previous and next device on the network), room identifier and location within room. A single riser diagram must be submitted for the entire system.

3.3.10 Control System Schematics

Provide control system schematics in the same form as the control system schematic Contract Drawing with Contractor updated information. Provide a control system schematic for each HVAC system.

3.3.11 Sequences of Operation Including Control Logic Diagrams

Provide HVAC control system sequence of operation and control logic diagrams in the same format as the Contract Drawings. Within these drawings, refer to devices by their unique identifiers. Submit sequences of operation and control logic diagrams for each HVAC system

3.3.12 Controller, Motor Starter and Relay Wiring Diagram

Provide controller wiring diagrams as functional wiring diagrams which show the interconnection of conductors and cables to each controller and to the identified terminals of input and output devices, starters and package equipment. Show necessary jumpers and ground connections and the labels of all conductors. Identify sources of power required for control systems and for packaged equipment control systems back to the panel board circuit breaker number, controller enclosures, magnetic starter, or packaged equipment control circuit. Show each power supply and transformer not integral to a controller, starter, or packaged equipment. Show the connected volt-ampere load and the power supply volt-ampere rating. Provide wiring diagrams for each HVAC system.

3.4 CONTROLLER TUNING

Tune each controller in a manner consistent with that described in the ASHRAE FUN IP and in the manufacturer's instruction manual. Tuning must consist of adjustment of the proportional, integral, and where applicable, the derivative (PID) settings to provide stable closed-loop control. Each loop must be tuned while the system or plant is operating at a high gain (worst case) condition, where high gain can generally be defined as a low-flow or low-load condition. Upon final adjustment of the PID settings, in response to a change in controller setpoint, the controlled variable must settle out at the new setpoint with no more than two (2) oscillations above and below setpoint. Upon settling out at the new setpoint the controller output must be steady. With the exception of naturally slow processes such as zone temperature control, the controller must settle out at the new setpoint within five (5) minutes. Set the controller to its correct setpoint and record and submit the final PID configuration settings with the O&M Instructions and on the associated Points Schedule.

3.5 START-UP

3.5.1 Start-Up Test

Perform the following startup tests for each control system to ensure that the described control system components are installed and functioning per this specification.

Adjust, calibrate, measure, program, configure, set the time schedules, and otherwise perform all necessary actions to ensure that the systems function as indicated and shown in the sequence of operation and other contract documents.

3.5.1.1 Systems Check

An item-by-item check must be performed for each HVAC system

3.5.1.1.1 Step 1 - System Inspection

With the system in unoccupied mode and with fan hand-off-auto switches in the OFF position, verify that power and main air are available where required and that all output devices are in their failsafe and normal positions. Inspect each local display panel and each M&C Client to verify that all displays indicate shutdown conditions.

3.5.1.1.2 Step 2 - Calibration Accuracy Check

Perform a two-point accuracy check of the calibration of each HVAC control system sensing element and transmitter by comparing the value from the test instrument to the network value provided by the DDC Hardware. Use digital indicating test instruments, such as digital thermometers, motor-driven psychrometers, and tachometers. Use test instruments with accuracy at least twice as accurate as the specified sensor accuracy and with calibration traceable to National Institute of Standards and Technology standards. Check one the first check point in the bottom one-third of the sensor range, and the second in the top one-third of the sensor range. Verify that the sensing element-to-DDC readout accuracies at two points are within the specified product accuracy tolerances, and if not recalibrate or replace the device and repeat the calibration check.

3.5.1.1.3 Step 3 - Actuator Range Check

With the system running, apply a signal to each actuator through the DDC Hardware controller. Verify proper operation of the actuators and positioners for all actuated devices and record the signal levels for the extreme positions of each device. Vary the signal over its full range, and verify that the actuators travel from zero stroke to full stroke within the signal range. Where applicable, verify that all sequenced actuators move from zero stroke to full stroke in the proper direction, and move the connected device in the proper direction from one extreme position to the other. For valve actuators and damper actuators, perform the actuator range check under normal system pressures.

3.5.2 Start-Up Testing Report

Submit 4 copies of the Start-Up Testing Report. The report may be submitted as a Technical Data Package documenting the results of the tests performed and certifying that the system is installed and functioning per this specification, and is ready for the Performance Verification Test (PVT).

3.6 PERFORMANCE VERIFICATION TEST (PVT)

3.6.1 PVT Procedures

Prepare PVT Procedures explaining step-by-step, the actions and expected results that will demonstrate that the control system performs in accordance with the sequences of operation, and other contract documents. Submit 4 copies of the PVT Procedures. The PVT Procedures may be submitted as a Technical Data Package.

3.6.1.1 Sensor Accuracy Checks

Include a one-point accuracy check of each sensor in the PVT procedures.

3.6.1.2 Endurance Test

Include a one-week endurance test as part of the PVT during which the system is operated continuously.

Use the building control system BACnet Trend Log or Trend Log Multiple Objects to trend all points shown as requiring a trend on the Point Schedule for the entire endurance test. If insufficient buffer capacity exists to trend the entire endurance test, upload trend logs during the course of the endurance test to ensure that no trend data is lost.

Use the building control system Niagara Trend Log Objects to trend all points shown as requiring a trend on the Point Schedule for the entire endurance test. If insufficient buffer capacity exists to trend the entire endurance test, upload trend logs during the course of the endurance test to ensure that no trend data is lost.

Use the existing trending capabilities as indicated to trend all points shown as requiring a trend on the Point Schedule for the entire endurance test.

3.6.1.3 PVT Equipment List

Include in the PVT procedures a control system performance verification

test equipment list that lists the equipment to be used during performance verification testing. For each piece of equipment, include manufacturer name, model number, equipment function, the date of the latest calibration, and the results of the latest calibration

3.6.2 PVT Execution

Demonstrate compliance of the control system with the contract documents. Using test plans and procedures approved by the Government, software capable of reading and writing COV Notification Subscriptions, Notification Class Recipient List Properties, event enrollments, demonstrate all physical and functional requirements of the project. Show, step-by-step, the actions and results demonstrating that the control systems perform in accordance with the sequences of operation. Do not start the performance verification test until after receipt of written permission by the Government, based on Government approval of the PVT Plan and Draft As-Builts and completion of balancing. UNLESS GOVERNMENT WITNESSING OF A TEST IS SPECIFICALLY WAIVED BY THE GOVERNMENT, PERFORM ALL TESTS WITH A GOVERNMENT WITNESS. Do not conduct tests during scheduled seasonal off periods of base heating and cooling systems. If the system experiences any failures during the endurance test portion of the PVT, repair the system repeat the endurance test portion of the PVT until the system operates continuously and without failure for the specified endurance test period.

3.6.3 PVT Report

Prepare and submit a PVT report documenting all tests performed during the PVT and their results. Include all tests in the PVT procedures and any additional tests performed during PVT. Document test failures and repairs conducted with the test results.

Submit four copies of the PVT Report. The PVT Report may be submitted as a Technical Data Package.

3.7 OPERATION AND MAINTENANCE (O&M) INSTRUCTIONS

Provide HVAC control System Operation and Maintenance Instructions which include:

a. HVAC control system sequences of operation formatted as indicated.

b. Procedures for the HVAC system start-up, operation and shut-down including the manufacturer's supplied procedures for each piece of equipment, and procedures for the overall HVAC system.

c. As-built HVAC control system detail drawings formatted as indicated.

d. Routine maintenance checklist. Provide the routine maintenance checklist arranged in a columnar format, where the first column lists all installed devices, the second column states the maintenance activity or that no maintenance required, the third column states the frequency of the maintenance activity, and the fourth column is used for additional comments or reference.

e. Qualified service organization list, including at a minimum company

name, contact name and phone number.

f. Start-Up Testing Report.

g. Performance Verification Test (PVT) Procedures and Report.

Submit 2 copies of the Operation and Maintenance Instructions, indexed and in booklet form. The Operation and Maintenance Instructions may be submitted as a Technical Data Package.

3.8 MAINTENANCE AND SERVICE

Provide services, materials and equipment as necessary to maintain the entire system in an operational state as indicated for a period of one year from the date of final acceptance of the project. Minimize impacts on facility operations.

a. The integration of the system specified in this section into a Utility Monitoring and Control System must not, of itself, void the warranty or otherwise alter the requirement for the one year maintenance and service period. Integration into a UMCS includes but is not limited to establishing communication between devices in the control system and the front end or devices in another system.

b. The changing of configuration properties must not, of itself, void the warranty or otherwise alter the requirement for the one year maintenance and service period.

3.8.1 Description of Work

Provide adjustment and repair of the system including the manufacturer's required sensor and actuator (including transducer) calibration, span and range adjustment.

3.8.2 Personnel

Use only service personnel qualified to accomplish work promptly and satisfactorily. Advise the Government in writing of the name of the designated service representative, and of any changes in personnel.

3.8.3 Scheduled Inspections

Perform two inspections at six-month intervals and provide work required. Perform inspections in June and December. During each inspection perform the indicated tasks:

a. Perform visual checks and operational tests of equipment.

b. Clean control system equipment including interior and exterior surfaces.

c. Check and calibrate each field device. Check and calibrate 50 percent of the total analog inputs and outputs during the first inspection. Check and calibrate the remaining 50 percent of the analog inputs and outputs during the second major inspection. Certify analog test instrumentation accuracy to be twice the specified accuracy of the device being calibrated. Randomly check at least 25 percent of all binary inputs and outputs for proper operation during the first inspection. Randomly check at least 25 percent of the remaining

binary inputs and outputs during the second inspection. If more than 20 percent of checked inputs or outputs failed the calibration check during any inspection, check and recalibrate all inputs and outputs during that inspection.

d. Run system software diagnostics and correct diagnosed problems.

e. Resolve any previous outstanding problems.

3.8.4 Scheduled Work

This work must be performed during regular working hours, Monday through Friday, excluding Federal holidays.

3.8.5 Emergency Service

The Government will initiate service calls when the system is not functioning properly. Qualified personnel must be available to provide service to the system. A telephone number where the service supervisor can be reached at all times must be provided. Service personnel must be at the site within 24 hours after receiving a request for service. The control system must be restored to proper operating condition as required.

3.8.6 Operation

After performing scheduled adjustments and repairs, verify control system operation as demonstrated by the applicable tests of the performance verification test.

3.8.7 Records and Logs

Keep dated records and logs of each task, with cumulative records for each major component, and for the complete system chronologically. Maintain a continuous log for all devices, including initial analog span and zero calibration values and digital points. Keep complete logs and provide logs for inspection onsite, demonstrating that planned and systematic adjustments and repairs have been accomplished for the control system.

3.8.8 Work Requests

Record each service call request as received and include its location, date and time the call was received, nature of trouble, names of the service personnel assigned to the task, instructions describing what has to be done, the amount and nature of the materials to be used, the time and date work started, and the time and date of completion. Submit a record of the work performed within 5 days after work is accomplished.

3.8.9 System Modifications

Submit recommendations for system modification in writing. Do not make system modifications, including operating parameters and control settings, without prior approval of the Government.

3.9 TRAINING

Conduct a training course for 4 operating staff members designated by the Government in the maintenance and operation of the system, including specified hardware and software. Conduct 32 hours of training at the project site within 30 days after successful completion of the performance

verification test. The Government reserves the right to make audio and visual recordings (using Government supplied equipment)of the training sessions for later use. Provide audiovisual equipment and other training materials and supplies required to conduct training. A training day is defined as 8 hours of classroom instruction, including two 15 minute breaks and excluding lunchtime, Monday through Friday, during the daytime shift in effect at the training facility.

3.9.1 Training Documentation

Prepare training documentation consisting of:

a. Course Attendee List: Develop the list of course attendees in coordination with and signed by the ControlsHVAC shop supervisor.

b. Training Manuals: Provide training manuals which include an agenda, defined objectives for each lesson, and a detailed description of the subject matter for each lesson. When presenting portions of the course material by audiovisuals, deliver copies of those audiovisuals as a part of the printed training manuals.

3.9.2 Training Course Content

For guidance in planning the required instruction, assume that attendees will have a high school education, and are familiar with HVAC systems. During the training course, cover all of the material contained in the Operating and Maintenance Instructions, the layout and location of each controller enclosure, the layout of one of each type of equipment and the locations of each, the location of each control device external to the panels, the location of the compressed air station, preventive maintenance, troubleshooting, diagnostics, calibration, adjustment, commissioning, tuning, and repair procedures. Typical systems and similar systems may be treated as a group, with instruction on the physical layout of one such system. Present the results of the performance verification test and the Start-Up Testing Report as benchmarks of HVAC control system performance by which to measure operation and maintenance effectiveness.

3.9.3 Training Documentation Submittal Requirements

Submit hardcopy training manuals and all training materials on CD-ROM. Provide one hardcopy manual for each trainee on the Course Attendee List and 2 additional copies for archive at the project site. Provide 2 copies of the Course Attendee List with the archival copies. Training Documentation may be submitted as a Technical Data Package.

APPENDIX A

QC CHECKLIST FOR BACNET SYSTEMS

This checklist is not all-inclusive of the requirements of this specification and should not be interpreted as such.

Instructions: Initial each item in the space provided (|____|) verifying that the requirement has been met.

This checklist is for (circle one:)

Pre-Construction QC Checklist Submittal

Post-Construction QC Checklist Submittal

Close-out QC Checklist Submittal

Items verified for Pre-Construction, Post-Construction and Closeout QC Checklist Submittals:

1	All DDC Hardware is numbered on Control System Schematic Drawings.	|____|
2	Signal lines on Control System Schematic are labeled with the signal type.	|____|
3	Local Display Panel (LDP) Locations are shown on Control System Schematic drawings.	|____|

Items verified for Post-Construction and Closeout QC Checklist Submittals:

4	All sequences are performed as specified using DDC Hardware.	|____|
5	Training schedule and course attendee list has been developed and coordinated with shops and submitted.	|____|

Items verified for Closeout QC Checklist Submittal:

6	Final As-built Drawings, including all Points Schedule drawings, accurately represent the final installed system.	|____|
7	Programming software has been submitted for all programmable controllers.	|____|
8	All software has been licensed to the Government.	
9	O&M Instructions have been completed and submitted.	|____|
10	Training course has been completed.	|____|

QC CHECKLIST FOR BACNET SYSTEMS		
11	All DDC Hardware is installed on a BACnet ASHRAE 135 network using either MS/TP in accordance with Clause 9 or IP in accordance with Annex J.	|_____|
12	All DDC Hardware is BTL listed.	|_____|
13	Communication between DDC Hardware is only via BACnet using standard services, except as specifically permitted by the specification. Non-standard services have been fully documented in the DDC Hardware Schedule.	|_____|
14	Scheduling, Alarming, and Trending have been implemented using the standard BACnet Objects for these functions.	|_____|
15	All Properties indicated as required to be Writable are Writable and Overrides have been provided as indicated	|_____|
	_____ _____	
	(QC Representative Signature) (Date)	

QC CHECKLIST FOR NIAGARA FRAMEWORK BASED BACNET SYSTEMS		
This checklist is not all-inclusive of the requirements of this specification and should not be interpreted as such. Instructions: Initial each item in the space provided (|_____|) verifying that the requirement has been met.		
This checklist is for (circle one:) Pre-Construction QC Checklist Submittal Post-Construction QC Checklist Submittal Close-out QC Checklist Submittal		
Items verified for Pre-Construction, Post-Construction and Closeout QC Checklist Submittals:		
1	All DDC Hardware is numbered on Control System Schematic Drawings.	|_____|
2	Signal lines on Control System Schematic are labeled with the signal type.	|_____|
3	Local Display Panel (LDP) Locations are shown on Control System Schematic drawings.	|_____|

QC CHECKLIST FOR NIAGARA FRAMEWORK BASED BACNET SYSTEMS		
Items verified for Post-Construction and Closeout QC Checklist Submittals:		
4	All sequences are performed as specified using DDC Hardware.	|_____|
5	Training schedule and course attendee list has been developed and coordinated with shops and submitted.	|_____|
Items verified for Closeout QC Checklist Submittal:		
6	Final As-built Drawings, including all Points Schedule drawings, accurately represent the final installed system.	|_____|
7	Programming software has been submitted for all programmable controllers.	|_____|
8	All software has been licensed to the Government.	
9	O&M Instructions have been completed and submitted.	|_____|
10	Training course has been completed.	|_____|
11	All DDC Hardware is installed on a BACnet ASHRAE 135 network using either MS/TP in accordance with Clause 9 or IP in accordance with Annex J.	|_____|
12	All DDC Hardware is BTL listed.	|_____|
13	Communication between DDC Hardware is only via BACnet using standard services, except as specifically permitted by the specification. Non-standard services have been fully documented in the DDC Hardware Schedule.	|_____|
14	Scheduling, Alarming, and Trending have been implemented using Niagara Framework objects and services, and BACnet Instrinsic Alarming as indicated.	|_____|
15	All Properties indicated as required to be Writable are Writable and Overrides have been provided as indicated	|_____|
_____ _____		
	(QC Representative Signature) (Date)	

-- End of Section --

SECTION 23 09 23.02

BACNET DIRECT DIGITAL CONTROL FOR HVAC AND OTHER BUILDING CONTROL SYSTEMS
08/24

PART 1 GENERAL

1.1 SUMMARY

Provide a complete Direct Digital Control (DDC) system.

1.1.1 System Requirements

Provide a system meeting the requirements of both Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC and this Section and with the following characteristics:

a. Except for Gateways, the control system must be an open implementation of BACnet technology using ASHRAE 135 and Fox as the communications protocols. The system must use standard ASHRAE 135 Objects and Properties and the Niagara Framework. The system must use standard ASHRAE 135 Services and the Niagara Framework exclusively for communication over the network. Gateways to packaged units must communicate with other DDC hardware using ASHRAE 135 or the Fox protocol exclusively and may communicate with packaged equipment using other protocols. The control system must be installed such that any two ASHRAE 135 devices on the Internetwork can communicate using standard ASHRAE 135 Services.

b. Install and configure control hardware to provide ASHRAE 135 Objects and Properties or Niagara Framework Objects as indicated and as needed to meet the requirements of this specification.

c. Use Niagara Framework hardware and software exclusively for scheduling, trending, and communication with a front end (UMCS). Use Niagara Framework or standard BACnet Objects and services for alarming. Use the Fox protocol for all communication between Niagara Framework Supervisory Gateways; use the ASHRAE 135 protocol for all other building communication.

d. Use Niagara Framework Version 4.0 or later..

1.1.2 Verification of Specification Requirements

Review all specifications related to the control system installation and advise the Contracting Officer of any discrepancies before performing any work. If Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC or any other Section referenced in this specification is not included in the project specifications advise the Contracting Officer and either obtain the missing Section or obtain Contracting Officer approval before performing any work.

1.2 REFERENCES

The publications listed below form a part of this specification to the

extent referenced. The publications are referred to within the text by the basic designation only.

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE 135	(2024; INT 1-3 2025; Errata 1 2025; INT 4-6 2025; Addenda CU 2025) BACnet—A Data Communication Protocol for Building Automation and Control Networks

BACNET TESTING LABORATORIES (BTL)

BTL Guide	(v.50; 2022) BACnet Testing Laboratory Implementation Guidelines

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 802.3	(2022; CORR 2024) Ethernet

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA)

TIA-485	(1998a; R 2012) Electrical Characteristics of Generators and Receivers for Use in Balanced Digital Multipoint Systems

TRIDIUM, INC (TRIDIUM)

Niagara Framework	(2021) NiagaraAX User's Guide
Niagara NICS	(2022) Niagara Information and Conformance Statement

U.S. FEDERAL COMMUNICATIONS COMMISSION (FCC)

FCC Part 15	Radio Frequency Devices (47 CFR 15)

UL SOLUTIONS (UL)

UL 916	(2015; Reprint Oct 2021) UL Standard for Safety Energy Management Equipment

1.3 DEFINITIONS

For definitions related to this section, see Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC.

1.4 SUBMITTALS

Submittal requirements related to this Section are specified in Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC.

PART 2 PRODUCTS

All products used to meet this specification must meet the indicated requirements, but not all products specified here will be required by every project. All products must meet the requirements of Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC, Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS and this Section.

2.1 NETWORK HARDWARE

2.1.1 BACnet Router

All BACnet Routers must be BACnet/IP Routers and must perform layer 3 routing of ASHRAE 135 packets over an IP network in accordance with ASHRAE 135 Annex J and Clause 6. The router must provide the appropriate connection to the IP network and connections to one or more ASHRAE 135 MS/TP networks. Devices used as BACnet Routers must meet the requirements for DDC Hardware, and except for Niagara Framework Supervisory Gateways, devices used as BACnet routers must support the NM-RC-B BIBB.

2.1.2 BACnet Gateways

In addition to the requirements for DDC Hardware, the BACnet Gateway must be a Niagara Framework Supervisory Gateway or must meet the following requirements:

a. It must perform bi-directional protocol translation from one non-ASHRAE 135 protocol to ASHRAE 135. BACnet Gateways must incorporate a network connection to an ASHRAE 135 network (either BACnet over IP in accordance with Annex J or MS/TP) and a separate connection appropriate for the non-ASHRAE 135 protocol and media.

b. It must retain its configuration after a power loss of an indefinite time, and must automatically return to their pre-power loss state once power is restored.

c. It must allow bi-directional mapping of data between the non-ASHRAE 135 protocol and Standard Objects as defined in ASHRAE 135. It must support the DS-RP-B BIBB for Objects requiring read access and the DS-WP-B BIBB for Objects requiring write access.

d. It must support the DS-COV-B BIBB.

Although Gateways must meet DDC Hardware requirements , except for Niagara Framework Supervisory Gateways, they are not DDC Hardware and must not be used when DDC Hardware is required. (Niagara Framework Supervisory Gateways are both Gateways and DDC Hardware.)

2.1.3 Ethernet Switch

Ethernet Switches must be as specified in Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS

2.2 CONTROL NETWORK WIRING

a. BACnet MS/TP communications wiring must be in accordance with ASHRAE 135. The wiring must use shielded, three wire (twisted-pair with reference) cable with characteristic impedance between 100 and 120 ohms. Distributed capacitance between conductors must be less than 30 pF per foot.

b. Building Control Network Backbone IP Network must use Ethernet media. Ethernet cables must be CAT-5e at a minimum and meet all requirements of IEEE 802.3 .

2.3 DIRECT DIGITAL CONTROL (DDC) HARDWARE

2.3.1 General Requirements

All DDC Hardware must meet the following requirements:

a. It must be locally powered and must incorporate a light to indicate the device is receiving power.

b. It must conform to the BTL Guide

c. It must be BACnet Testing Laboratory (BTL) Listed.

d. The Manufacturer's Product Data submittal for each piece of DDC Hardware must include the Protocol Implementation Conformance Statement (PICS) for that hardware as specified in Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC.

e. It must communicate and be interoperable in accordance with ASHRAE 135 and have connections for BACnet IP or MS/TP control network wiring.

f. Other than devices controlling terminal units or functioning solely as a BACnet Router, it must support DS-COV-B, DS-RPM-A and DS-RPM-B BIBBs.

g. Devices supporting the DS-RP-A BIBB must also support the DS-COV-A BIBB.

h. Application programs, configuration settings and communication information must be stored in a manner such that they persist through loss of power:

   (1) Application programs must persist regardless of the length of time power is lost.

   (2) Configured settings must persist for any loss of power less than 2,500 hours.

   (3) Communication information, including but not limited to COV subscriptions, event reporting destinations, Notification Class Object settings, and internal communication settings, must persist for any loss of power less than 2,500 hours.

i. Internal Clocks:

   (1) Clocks in DDC Hardware incorporating a Clock must continue to function for 120 hours upon loss of power to the DDC Hardware.

   (2) DDC Hardware incorporating a Clock must support the DM-TS-B or DM-UTC-B BIBB.

j. It must have all functionality indicated and required to support the application (Sequence of Operation or portion thereof) in which it is used, including but not limited to providing Objects or Niagara Framework Points as specified and as indicated on the Points Schedule.

k. In addition to these general requirements and the DDC Hardware Input-Output (I/O) Function requirements, all DDC Hardware must also meet any additional requirements for the application in which it is

used (e.g. scheduling, alarming, trending, etc.).

l. It must meet FCC Part 15 requirements and have UL 916 or equivalent safety listing.

m. Except for Niagara Framework Supervisory Gateways, Device must support Commandable Objects to support Override requirements as detailed in PART 3 EXECUTION

n. User interfaces which allow for modification of Properties or settings must be password-protected.

o. Devices communicating BACnet MS/TP must meet the following requirements:

(1) Must have a configurable Max_Master Property.

(2) DDC Hardware other than hardware controlling a single terminal unit must have a configurable Max_Info_Frames Property.

(3) Must respond to any valid request within 50 msec with either the appropriate response or with a response of "Reply Postponed".

(4) Must use twisted pair with reference and shield (3-wire media) wiring, or twisted pair with shield (2-wire media) wiring and use half-wave rectification.

p. Devices communicating BACnet/IP must use UDP Port 0xBAC0. Devices with configurable UDP Ports must default to 0xBAC0.

q. All Device IDs, Network Numbers, and BACnet MAC addresses of devices must be fully configurable without limitation, except MS/TP MAC addresses may be limited by ASHRAE 135 requirements.

r. Except for Niagara Framework Supervisory Gateways, DDC Hardware controlling a single terminal unit must have:

(1) Objects (including the Device Object) with an Object Name Property of at least 8 characters in length.

(2) A configurable Device Object Name.

(3) A configurable Device Object Description Property at least 16 characters in length.

s. Except for Objects in either Niagara Framework Supervisory Gateways or DDC Hardware controlling a single terminal unit, all Objects (including Device Objects) must:

(1) Have a configurable Object Name Property of at least 12 characters in length.

(2) Have a configurable Object Description Property of at least 24 characters in length.

t. For programmable DDC Hardware, provide and license to the project site all programming software required to program the Hardware in accordance with Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC.

u. For programmable DDC Hardware, provide copies of the installed application programs (all software that is not common to every controller of the same manufacturer and model) as source code compatible with the supplied programming software in accordance with Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC. The submitted application program must be the complete application necessary for controller to function as installed and be sufficient to allow replacement of the installed controller with another controller of the same type.

2.3.2 Hardware Input-Output (I/O) Functions

DDC Hardware incorporating hardware input-output (I/O) functions must meet the following requirements:

2.3.2.1 Analog Inputs

DC Hardware analog inputs (AIs) must be implemented using ASHRAE 135 Analog Input Objects and perform analog to digital (A-to-D) conversion with a minimum resolution of 8 bits plus sign or better as needed to meet the accuracy requirements specified in Section 23 09 00. Signal conditioning including transient rejection must be provided for each analog input. Analog inputs must be capable of being individually calibrated for zero and span. Calibration via software scaling performed as part of point configuration is acceptable. The AI must incorporate common mode noise rejection of at least 50 dB from 0 to 100 Hz for differential inputs, and normal mode noise rejection of at least 20 dB at 60 Hz from a source impedance of 10,000 ohms.

2.3.2.2 Analog Outputs

DDC Hardware analog outputs (AOs) must be implemented using ASHRAE 135 Analog Output Objects and perform digital to analog (D-to-A) conversion with a minimum resolution of 8 bits plus sign, and output a signal with a range of 4-20 mAdc or 0-10 Vdc. Analog outputs must be capable of being individually calibrated for zero and span. Calibration via software scaling performed as part of point configuration is acceptable. DDC Hardware with Hand-Off-Auto (H-O-A) switches for analog outputs must provide for overriding the output to 0 percent and to 100 percent

2.3.2.3 Binary Inputs

DDC Hardware binary inputs (BIs) must be implemented using ASHRAE 135 Binary Input Objects and accept contact closures and must ignore transients of less than 5 milli-second duration. Protection against a transient 50VAC must be provided.

2.3.2.4 Binary Outputs

DDC Hardware binary outputs (BOs) must be implemented using ASHRAE 135 Binary Output Objects and provide relay contact closures or triac outputs for momentary and maintained operation of output devices. DDC Hardware with H-O-A switches for binary outputs must provide for overriding the output open or closed.

2.3.2.4.1 Relay Contact Closures

Closures must have a minimum duration of 0.1 second. Relays must provide at least 180V of isolation. Electromagnetic interference suppression must

be provided on all output lines to limit transients to 50 Vac. Minimum contact rating must be 0.5 amperes at 24 Vac.

2.3.2.4.2 Triac Outputs

Triac outputs must provide at least 180 V of isolation. Minimum contact rating must be 0.5 amperes at 24 Vac.

2.3.2.5 Pulse Accumulator

DDC Hardware pulse accumulators must be implemented using either an ASHRAE 135 Accumulator Object or an ASHRAE 135 Analog Value Object where the Present_Value is the totalized pulse count. Pulse accumulators must accept contact closures, ignore transients less than 5 msec duration, protect against
transients of 50 VAC, and accept rates of at least 20 pulses per second.

2.3.2.6 ASHRAE 135 Objects for Hardware Inputs and Outputs

The requirements for use of ASHRAE 135 objects for hardware input and outputs includes devices where the hardware sensor or actuator is integral to the controller (e.g. a VAV box with integral damper actuator, a smart sensor, a VFD, etc.)

2.3.2.7 Integrated H-O-A Switches

Where integrated H-O-A switches are provided on hardware outputs, controller must provide means of monitoring position or status of H-O-A switch. This feedback may be provided via the Niagara Framework or via any valid BACnet method, including the use of proprietary Objects, Properties, or Services.

2.3.3 Local Display Panel (LDP)

The Local Display Panels (LDPs) must be DDC Hardware with a display and navigation buttons or a touch screen display, and must provide display and adjustment of Niagara Framework points or ASHRAE 135 Properties as indicated on the Points Schedule and as specified. LDPs must be either BTL Listed as a B-OD, B-OWS, B-AWS, or be an integral part of another piece of DDC Hardware listed as a B-BC. For LDPs listed as B-OWS or B-AWS, the hardware must be BTL listed and the product must come factory installed with all applications necessary for the device to function as an LDP.

The adjustment of values using display and navigation buttons must be password protected.

2.3.4 Expansion Modules and Tethered Hardware

A single piece of DDC Hardware may consist of a base unit and also:

a. An unlimited number of hardware expansion modules, where the individual hardware expansion modules are designed to directly connect, both mechanically and electrically, to the base unit hardware. The expansion modules must be commercially available as an optional add-on to the base unit.

b. A single piece of hardware connected (tethered) to a base unit by a

single cable where the cable carries a proprietary protocol between the base unit and tethered hardware. The tethered hardware must not contain control logic and be commercially available as an optional add-on to the base unit as a single package.

Note that this restriction on tethered hardware does not apply to sensors or actuators using standard binary or analog signals (not a communications protocol); sensors or actuators using standard binary or analog signals are not considered part of the DDC Hardware.

Hardware capable of being installed stand-alone, or without a separate base unit, is DDC Hardware and must not be used as expansion modules or tethered hardware.

2.3.5 Supervisory Control Requirements

2.3.5.1 Alarm Generation Hardware

Non-Niagara Framework DDC Hardware used for alarm generation must meet the following requirements:

a. Device must support the AE-N-I-B BIBB

b. The Recipient_List Property must be Writable for all Notification Class Objects used for alarm generation.

c. For all Objects implementing Intrinsic Alarming, the following Properties must be Writable:

(1) Time_Delay
(2) High_Limit
(3) Low_Limit
(4) Deadband
(5) Event_Enable
(6) If the issue date of this project specification is after 1 January 2016, Time_Delay_Normal must be writable.

d. It is preferred, but not required, that devices support the DM-OCD-B BIBB on all Notification Class Objects. It is also preferred, but not required that devices supporting the DM-OCD-B BIBB accept any valid value as an initial value for properties of Notification Class Objects.

2.3.6 Niagara Framework Supervisory Gateway

Any device implementing the Niagara Framework is a Niagara Framework Supervisory Gateway and must meet these requirements. In addition to the general requirements for all DDC Hardware, Niagara Framework Supervisory Gateway Hardware must:

a. Be direct digital control hardware.

b. Have an unrestricted interoperability license and its Niagara Information and Conformance Statement (NICS) must allow open access as defined by Niagara NICS.

c. Manage communications between a field control network and the Niagara Framework Monitoring and Control Software, and between itself and

other Niagara Framework Supervisory Gateways. Niagara Framework Supervisory Gateway Hardware must use Fox protocol for communication with other Niagara Framework Components, regardless of the manufacturer of the other components.

d. Be fully programmable using the Niagara Framework Engineering Tool and must support the following:

(1) Time synchronization, Calendar, and Scheduling using Niagara Scheduling Objects

(2) Alarm generation and routing using the Niagara Alarm Service

(3) Trending using the Niagara History Service and Niagara Trend Log Objects

(4) Integration of field control networks using the Niagara Framework Engineering Tool

(5) Configuration of integrated field control system using the Niagara Framework Engineering Tool when supported by the field control system

e. Meet the following minimum hardware requirements:

(1) One 10/100/1000 Mbps Ethernet Port(s)

(2) One or more MS/TP ports.

(3) Central Processing Unit of 600 Mhz or higher.

(4) Embedded operating system.

f. Provide access to field control network data and supervisory functions via web interface and support a minimum of 16 simultaneous users. Note: implementation of this capability may not be required on all projects.

g. Submit a backup of each Niagara Framework Supervisory Gateway as specified in Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC. The backup must be sufficient to restore a Niagara Framework Supervisory Gateway to the final as-built condition such that a new Niagara Framework Supervisory Gateway loaded with the backup is indistinguishable in functionality from the original.

2.4 NIAGARA FRAMEWORK ENGINEERING TOOL

The Niagara Framework Engineering Tool must be Niagara Workbench or an equivalent Niagara Framework engineering tool software must:

a. Have an unrestricted interoperability license and its Niagara Information and Conformance Statement (NICS) must allow open access as defined by Niagara NICS.

b. Be capable of performing network configuration for Niagara Framework Supervisory Gateways and Niagara Framework Monitoring and Control Software.

c. Be capable of programming and configuring of Niagara Framework

Supervisory Gateways and Niagara Framework Monitoring and Control Software.

d. Be capable of discovery of Niagara Framework Supervisory Gateways and all points mapped into each Niagara Framework Supervisory Gateway and making these points accessible to Niagara Framework Monitoring and Control Software.

Monitoring and Control Software is specified in Section 25 10 10 UTILITY MONITORING AND CONTROL SYSTEM (UMCS) FRONT END AND INTEGRATION.

PART 3 EXECUTION

3.1 CONTROL SYSTEM INSTALLATION3.1.1 Niagara Framework Engineering Tool

3.1.2 Building Control Network (BCN)

Install the Building Control Network (BCN) as a single BACnet Internetwork consisting of a single IP network as the BCN Backbone and zero or more BACnet MS/TP networks. Note that in some cases there may only be a single device on the BCN Backbone.

Except for the IP Network and as permitted for the non-BACnet side of Gateways, use exclusively ASHRAE 135 networks.

3.1.2.1 Building Control Network IP Backbone

Install IP Network Cabling in conduit. Install Ethernet Switches in lockable enclosures. Install the Building Control Network (BCN) IP Backbone. When the FPOC location is a room number, provide sufficient additional media to ensure that the Building Control Network (BCN) IP Backbone can be extended to any location in the room.

Use UDP port 0xBAC0 for all BACnet traffic on the IP network. (Note that in a Niagara Framework system there may not be BACnet traffic on the IP Network)

3.1.2.2 BACnet MS/TP Networks

When using MS/TP, provide MS/TP networks in accordance with ASHRAE 135 and in accordance with the ASHRAE 135 figure "Mixed Devices on 3-Conductor Cable with Shield" (Figure 9-1.4 in the 2020 version of ASHRAE 135). Ground the shield at the BACnet Router and at no other point. Ground the reference wire at the BACnet Router through a 100 ohm resistor and do not ground it at any other point. In addition:

a. Provide each segment in a doubly terminated bus topology in accordance with TIA-485.

b. Provide each segment with 2 sets of network bias resistors in accordance with ASHRAE 135, with one set of resistors at each end of the MS/TP network.

c. Use 3 wire (twisted pair and reference) with shield media for all MS/TP media installed inside. Use fiber optic isolation in accordance with ASHRAE 135 for all MS/TP media installed outside buildings, or between multiple buildings.

d. For 18 AWG cable, use segments with a maximum length of 4000 ft. When using greater distances or different wire gauges comply with the electrical specifications of TIA-485.

e. For each controller that does not use the reference wire provide transient suppression at the network connection of the controller if the controller itself does not incorporate transient suppression.

f. Install no more than 32 devices on each MS/TP segment. Do not use MS/TP to MS/TP routers.

g. Connect each MS/TP network to the BCN backbone via a Niagara Framework Supervisory Gateway configured as a BACnet Router.

h. For BACnet Routers, configure the MS/TP MAC address to 0. Assign MAC Addresses to other devices consecutively beginning at 1, with no gaps.

i. Configure the Max_Master Property of all devices to be 31.

3.1.2.3 Building Control Network (BCN) Installation

Provide a building control network meeting the following requirements:

a. Install all DDC Hardware connected to the Building Control Network.

b. Where multiple pieces of DDC Hardware are used to execute one sequence, install all DDC Hardware executing that sequence on a single MS/TP network dedicated to that sequence.

c. Traffic between BACnet networks must be exclusively via BACnet routers.

d. Use the Fox protocol for all traffic both originating and terminating at Niagara Framework components. Use the Fox protocol for all traffic originating or terminating at a Niagara Framework UMCS (including traffic to or from a future UMCS). All other traffic, including traffic between ASHRAE 135 devices and traffic between Niagara Framework Supervisory Gateways and ASHRAE 135 devices must be in accordance with ASHRAE 135.

3.1.3 DDC Hardware

Install all DDC Hardware that connects to an IP network in lockable enclosure. Install other DDC Hardware that is not in suspended ceilings in lockable enclosures. For all DDC hardware with a user interface, coordinate with site to determine proper passwords and configure passwords into device.

a. Except for zone sensors (thermostats), install all Tethered Hardware within 6 feet of its base unit.

b. Install and configure all BTL-Listed devices in a manner consistent with their BTL Listing such that the device as provided still meets all requirements necessary for its BTL Listing.

c. Install and configure all BTL-Listed devices in a manner consistent with the BTL Device Implementation Guidelines such that the device as provided meets all those Guidelines.

3.1.3.1 Device Identifiers, Network Addresses, and IP addresses

a. Do not use any Device Identifier or Network Number already used by another BACnet system at the project site. Coordinate Device IDs and Network Numbers with the installation. The installation POC .

b. Coordinate device IP addresses with installation. The installation POC .

3.1.3.2 ASHRAE 135 Object Name Property and Object Description Property

Configure the Object_Names and Object_Descriptions properties of all ASHRAE 135 Objects (including Device Objects) as indicated on the Points Schedule (Point Name and Point Description) and as specified. At a minimum:

a. Except for DDC Hardware controlling a single terminal unit, configure the Object_Name and Object_Description properties of all Objects (including Device Objects) as indicated on the Points Schedule and as specified.

b. In DDC Hardware controlling a single terminal unit, configure the Device Object_Name and Device Object_Description as indicated on the Points Schedule and as specified.

When Points Schedule entries exceed the length limitations in the device, notify POC and provide recommended alternatives for approval.

3.1.3.3 Niagara Framework Point Names and Descriptions

Configure the names and descriptions of all Points in Niagara Framework Supervisory Gateways as indicated on the Points Schedule and as specified.

3.1.3.4 Niagara Station IDs

Ensure that Niagara Station IDs of new Niagara Framework Supervisory Gateways are maintained as unique within UMCS front-end, including ensuring they do not conflict with any existing Niagara Station ID.

3.1.3.5 Hand-Off-Auto (H-O-A) Switches

Provide Hand-Off-Auto (H-O-A) switches for all DDC Hardware analog outputs and binary outputs used for control of systems other than terminal units, as specified and as indicated on the Points Schedule. Provide H-O-A switches that are integral to the controller hardware, an external device co-located with (in the same enclosure as) the controller, integral to the controlled equipment, or an external device co-located with (in the same enclosure as) the controlled equipment.

a. For H-O-A switches integral to DDC Hardware, meet the requirements specified in paragraph DIRECT DIGITAL CONTROL (DDC) HARDWARE.

b. For external H-O-A switches used for binary outputs, provide for overriding the output open or closed.

c. For eternal H-O-A switches used for analog outputs, provide for overriding to 0 percent or 100 percent.

3.1.3.6 Local Display Panels

Provide LDPs to display and override values of points in a Niagara Framework Supervisory Gateway or ASHRAE 135 Object Properties as indicated on the Points Schedule. Install LDPs displaying points for anything other than a terminal unit in the same room as the equipment. Install LDPs displaying points for only terminal units on the unit.. For LDPs using WriteProperty to commandable objects to implement an override, write values with priority 9.

3.1.3.7 MS/TP Slave Devices

Configure all MS/TP devices as Master devices. Do not configure any devices to act as slave devices.

3.1.3.8 Change of Value (COV) and Read Property

a. To the greatest extent possible, configure all devices to support the SubscribeCOV service (the DS-COV-B BIBB). At a minimum, all devices supporting the DS-RP-B BIBB, other than devices controlling only a single terminal unit, must be configured to support the DS-COV-B BIBB.

b. Whenever supported by the server side, configure client devices to use the DS-COV-A BIBB.

3.1.3.9 Engineering Units

a. Temperature in degrees F

b. Air or natural gas flows in cubic feet per minute (CFM)

c. Water in gallons per minute (GPM)

d. Steam flow in pounds per hour (pph)

e. Differential Air pressures in inches of water column (IWC)

f. Water, steam, and natural gas pressures in PSI

g. Enthalpy in BTU/lb

h. Heating and cooling energy in MBTU (1MBTU = 1,000,000 BTU))

i. Cooling load in tons (1 ton = 12,000 BTU/hour)

j. Heating load in MBTU/hour (1MBTU = 1,000,000 BTU)

k. Electrical Power: kilowatts (kW)

l. Electrical Energy: kilowatt-hours (kWh)

3.1.3.10 Occupancy Modes

Use the following correspondence between value and occupancy mode whenever an occupancy state or value is required:

a. OCCUPIED mode: a value of one
b. UNOCCUPIED mode: a value of two

c. WARM-UP/COOL-DOWN (PRE-OCCUPANCY) mode: a value of three

Note that elsewhere in this Section the Schedule Object is required to also support a value of four, which is reserved for future use. Also note that the behavior of a system in each of these occupancy modes is indicated in the sequence of operation for the system.

3.1.3.11 Use of BACnet Objects

Except as specifically indicated for Niagara Framework Objects, Use only standard non-proprietary ASHRAE 135 Objects and services to accomplish the project scope of work as follows:

a. Use Analog Input or Analog Output Objects for all analog hardware I/O. Do not use Analog Value Object for analog hardware I/O) .

b. Use Binary Input or Binary Output Objects for all binary hardware I/O. Do not use Binary Value Objects for binary hardware I/O.

c. Use Analog Value Objects for analog setpoints.

d. Use Accumulator Objects or Analog Value Objects for pulse inputs.

e. For occupancy modes, use Multistate Value Objects and the correspondence between value and occupancy mode specified in paragraph OCCUPANCY MODES.

f. Use a combination of Niagara Framework Alarm Extensions and Alarm Services, Intrinsic Alarming, and Notification Class Objects for alarm generation.

g. For all other points shown on the Points Schedule as requiring an ASHRAE 135 Object, use the Object type shown on the Points Schedule or, if no Object Type is shown, use a standard Object appropriate to the point.

3.1.3.11.1 Niagara Framework Objects

Points in the Niagara Framework Supervisory Gateway, even if used in a sequence or are shown on the Points Schedule, are not required to be exposed as BACnet Objects unless they are required to be available on the network by another device or sequence of operation (i.e. there is some other reason they are needed).

Use a Niagara Framework Supervisory Gateway as specified for all scheduling and trending. Use a Niagara Framework Supervisory Gateway as specified for all alarming except for intrinsic alarming.

3.1.3.12 Use of Standard BACnet Services

Except as noted in this paragraph, for all DDC Hardware (including Niagara Frameworks Supervisory Gateways when communicating with non-Niagara Framework DDC Hardware) use Standard BACnet Services as defined in this specification (which excludes some ASHRAE 135 services) exclusively for application control functionality and communication.

DDC Hardware that cannot meet this requirement may use non-standard services provided they can provide identical functionality using Standard BACnet Services when communicating with BACnet devices from a different

vendor. When implementing non-standard services, document all non-standard services in the DDC Hardware Schedule as specified and as specified in Section 23 09 00 INSTRUMENTATION AND CONTROL FOR HVAC.

3.1.3.13 Device Application Configuration

a. For every property, setting or value shown on the Points Schedule or otherwise indicated as Configurable, provide a value that is retained through loss of power and can be changed via one or more of:

(1) BACnet services (including proprietary services)

(2) Hardware settings on the device

(3) The Niagara Framework

b. For every property, setting or value in non-Niagara Framework Hardware shown on the Points Schedule or otherwise indicated as Operator Configurable, provide a value that is retained through loss of power and can be changed via one or more of:

(1) A Writable Property of a standard BACnet Object

(2) A Property of a standard BACnet Object that is Writable when Out_Of_Service is TRUE and Out_Of_Service is Writable.

(3) Using some other method supported by a Niagara Framework Supervisory Gateway

c. Configure Niagara Framework Supervisory Gateways such that the property, setting or value is configurable from a Niagara Framework Front End.

d. For every property, setting or value in a Niagara Framework Supervisory Gateway which is shown on the Points Schedule or otherwise indicated as Operator Configurable, configure the value to be configurable from within the Niagara Framework such that it can be configured from a system graphic page at a Niagara Framework Front End.

3.1.3.14 Niagara Framework Engineering Tool

Use the Niagara Framework Engineering Tool to fully discover the field control system and make all field control system information available to the Niagara Framework Supervisory Gateway. Ensure that all points on the points schedule are available to the front end via the Fox protocol.

3.1.3.15 Graphics and Web Pages

Configure Niagara Framework Supervisory Gateways to use web pages to provide a graphical user interface including System Displays using the project site sample displays, including overrides, as indicated on the Points Schedule and as specified. Label all points on displays with full English language descriptions. Configure user permissions for access to and executions of action using graphic pages. Coordinate user permissions with the Controls HVAC shop supervisor. Configure the web server to use HTTPS based on the Transport Layer Security (TLS) protocol in accordance with RFC 5246 using a Government furnished certificate.

3.1.4 Scheduling, Alarming, Trending, and Overrides

3.1.4.1 Scheduling

Configure schedules in Niagara Framework Supervisory Gateway using Niagara Schedule Objects as indicated on the Points Schedule and as specified. When the schedule is controlling occupancy modes in DDC Hardware other than a Niagara Framework Supervisory Gateway use the indicated correspondence between value and occupancy mode.

Provide a separate schedule for each AHU including it's associated Terminal Units and for each stand-alone Terminal Unit (those not dependent upon AHU service) or group of stand-alone Terminal Units acting according to a common schedule.

3.1.4.2 Alarm Configuration

Configure alarm generation and management as indicated on the Points Schedule and as specified. Configure alarm generation in Niagara Framework Supervisory Gateways using Niagara Framework Alarm Extensions and Alarm Services or in other DDC Hardware (not Niagara Framework Supervisory Gateways) using ASHRAE 135 Intrinsic Alarming. Configure alarm management and routing for all alarms, including those generated via intrinsic alarming in other devices, in the Niagara Framework Supervisory Gateway such that the alarms are able to be accessed from the Niagara Framework Front End.

Where Intrinsic Alarming is used, configure intrinsic alarming as specified in paragraph "Configuration of ASHRAE 135 Intrinsic Alarm Generation". Configure a Niagara Framework Supervisory Gateway to provide a means to configure the intrinsic alarm parameters such that the Intrinsic Alarm is configurable from the front end via the Niagara Framework.

3.1.4.3 Configuration of ASHRAE 135 Intrinsic Alarm Generation

Intrinsic alarm generation must meet the following requirements:

Configure alarm generation as indicated on the Points Schedule and as specified using Intrinsic Alarming in accordance with ASHRAE 135 or Algorithmic Alarming in accordance with ASHRAE 135. Alarm generation must meet the following requirements:

a. Send alarm events as Alarms (not Events).

b. Use the ConfirmedNotification Service for alarm events.

c. For alarm generation, support two priority levels for alarms: critical and non-critical. Configure the Priority of Notification Class Objects to use Priority 112 for critical and 224 for non-critical alarms.

d. Number of Notification Class Objects for Alarm Generation:

   (1) If the device implements non-critical alarms, or if any Object in the device supports Intrinsic Alarms, then provide a single Notification Class Object specifically for (shared by) all non-critical alarms.

(2) If the device implements critical alarms, provide a single Notification Class Object specifically for (shared by) all critical alarms.

(3) If the device implements both critical and non-critical alarms, provide both Notification Class Objects (one for critical, one for non-critical).

(4) If the device controls equipment other than a single terminal unit, provide both Notification Class Objects (one for critical, one for non-critical) even if no alarm generation is required at time of installation.

e. For all intrinsic alarms configure the Limit_Enable Property to set both HighLimitEnable and LowLimitEnable to TRUE. If the specified alarm conditions are for a single-sided alarm (only High_Limit used or only Low_Limit used) assign a value to the unused limit such that the unused alarm condition will not occur.

f. For all objects supporting intrinsic alarming, even if no alarm generation is required during installation, configure the following Properties as follows:

(1) Notification_Class to point to the non-Critical Notification Class Object in that device.

(2) Limit_Enable to enable both the HighLimitEnable and LowLimitEnable

(3) Notify_Type to Alarm

g. Configure the Recipient_List Property of the Notification Class Object to point to the Niagara Framework Supervisory Gateway managing the alarm.

3.1.4.4 Trending

Perform all trending using a Niagara Framework Supervisory Gateway using Niagara Framework History Extensions and Niagara Framework History Service exclusively.

3.1.4.5 Overrides

Provide an override for each point shown on the Points Schedule as requiring an override. Use the Niagara Framework for all overrides to points in Niagara Framework Supervisory Gateways. For overrides to other points, provide an override to a point in a Niagara Framework Supervisory Gateway via the Niagara Framework where the Niagara Framework Supervisory Gateway overrides the other point as specified.

Unless otherwise approved, provide Commandable Objects to support all Overrides in non-Niagara Framework Supervisory Gateway DDC Hardware. With specific approval from the Contracting Officer, Overrides for points which are not hardware outputs and which are in DDC hardware controlling a single terminal unit may support overrides via an additional Object provided for the override. No other means of implementing Overrides may be used.

a. Where Commandable Objects are used, ensure that WriteProperty service requests with a Priority of 10 or less take precedence over the SEQUENCE VALUE and that WriteProperty service request with a priority of 11 or more have a lower precedence than the SEQUENCE VALUE.

b. For devices implementing overrides via additional Objects, provide Objects which are NOT Written to as part of the normal Sequence of Operations and are Writable when Out_Of_Service is TRUE and Out_Of_Service is Writable. Use this point as an Override of the normal value when Out_Of_Service is TRUE and the normal value otherwise. Note these Objects may be modified as part of the sequence via local processes, but must not be modified by local processes when Out_Of_Service is TRUE.

3.1.5 BACnet Gateways

The requirements in this paragraph do not themselves permit the installation of hardware not meeting the other requirements of this section. Except for proprietary systems specifically indicated in Section 23 09 00, all control hardware installed under this project must meet the requirements of this specification, including the control hardware providing the network interface for a package unit or split system specified under another section. Only use gateways to connect to pre-existing control devices, and to proprietary systems specifically permitted by Section 23 09 00.

3.1.5.1 General Gateway Requirements

Provide BACnet Gateways to connect non-BACnet control hardware in accordance with the following:

a. Configure gateways to map writable data points in the controlled equipment to Writable Properties of Standard Objects, or to Niagara Framework points, as indicated in the Points Schedule and as specified.

b. Configure gateway to map readable data points in the controlled equipment to Readable Properties of Standard Objects, or to Niagara Framework points, as indicated in the Points Schedule and as specified.

c. Configure gateway to support the DS-COV-B BIBB for all points mapped to BACnet Objects.

d. Do not use non-BACnet control hardware for controlling built-up units or any other equipment that was not furnished with factory-installed controls. (Note: A Niagara Framework Supervisory Gateway is BACnet control hardware.)

e. Do not use non-BACnet control hardware for system scheduling functions.

f. Each gateway must communicate with and perform protocol translation for non-BACnet control hardware controlling one and only one package unit or a single non-BACnet system specifically permitted by Section 23 09 00.

g. Connect one network port on the gateway to the Building Control Backbone IP Network or to a BACnet MS/TP network and the other port to the single piece of controlled equipment or the non-BACnet system specifically permitted by Section 23 09 00..

h. For gateways to existing package units or simple split systems, non-BACnet network wiring connecting the gateway to the package unit must not exceed 10 feet in length and must connect to exactly two devices: the controlled equipment (packaged unit) or split system interface and the gateway.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 23 81 23

COMPUTER ROOM AIR CONDITIONING UNITS
11/20

PART 1 GENERAL

1.1 REFERENCES

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

AIR-CONDITIONING, HEATING AND REFRIGERATION INSTITUTE (AHRI)

AHRI 410	(2001; Addendum 1 2002; Addendum 2 2005; Addendum 3 2011) Forced-Circulation Air-Cooling and Air-Heating Coils
AHRI 1360	(2017) Performance Rating of Computer and Data Processing Room Air Conditioners
ANSI/AHRI 460	(2005) Performance Rating of Remote Mechanical-Draft Air-Cooled Refrigerant Condensers

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ANSI/ASHRAE 15 & 34	(2022) ASHRAE Standard 15-Safety Standard for Refrigeration Systems and ANSI/ASHRAE Standard 34-Designation and Safety Classification of Refrigerants
ASHRAE 52.2	(2017; Addenda B 2020; Errata 1 2020; Addenda C 2022; Errata 2 2024; Addenda D 2025) Method of Testing General Ventilation Air-Cleaning Devices for Removal Efficiency by Particle Size
ASHRAE 90.1 - IP	(2019) Energy Standard for Buildings Except Low-Rise Residential Buildings

AMERICAN SOCIETY OF MECHANICAL ENGINEERS (ASME)

ASME B31.1	(2024) Power Piping
ASME B31.5	(2022) Refrigeration Piping and Heat Transfer Components

ASTM INTERNATIONAL (ASTM)

ASTM B117	(2019) Standard Practice for Operating Salt Spray (Fog) Apparatus
ASTM D5864	(2011) Standard Test Method for Determining Aerobic Aquatic Biodegradation of Lubricants or Their Components

ASTM D6081	(1998; R 2014) Aquatic Toxicity Testing of Lubricants: Sample Preparation and Results Interpretation

ETL TESTING LABORATORIES (ETL)

ETL DLP	(updated continuously) ETL Listed Mark Directory

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(2023; ERTA 1 2024; TIA 24-1; TIA 25-2) National Electrical Code

U.S. ARMY CORPS OF ENGINEERS (USACE)

EM 1110-2-1424	(2016) Engineering and Design -- Lubricants and Hydraulic Fluids

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

40 CFR 82	Protection of Stratospheric Ozone

UL SOLUTIONS (UL)

UL Elec Equip Dir	(2011) Electrical Appliance and Utilization Equipment Directory

1.2 DEFINITIONS

Computer Room Air Conditioner (CRAC): A single, self-contained unit or split-system unit designed and manufactured specifically for temperature and humidity control of data processing environments.

Cold Aisle: The aisle between or adjacent to rows of racks from which the computing equipment draws cool air.

Hot Aisle: The aisle between or adjacent to rows of racks to which the computing equipment ejects hot air.

Rack: Telecommunications support frame that can consist of post-and-frame or full cabinet construction. Racks are provided under Section 27 10 00 BUILDING TELECOMMUNICATIONS CABLING SYSTEM.

1.3 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

Computer Room Air Conditioner; G

Small Computer Room Air Conditioners; G

Space Temperature Control System Drawings; G

Filters

Refrigerants; S

Leak Detection; G

SD-06 Test Reports

Manufacturer's Factory Test Plans; G

Factory Test Reports; G

Field Test Schedule; G

Manufacturer's Field Test Plans; G

Field Test Reports; G

SD-07 Certificates

Credentials of the Manufacturer's Field Test Representative; G

Ozone Depleting Substances Technician Certification

Certified List Of Qualified Permanent Service Organizations

SD-08 Manufacturer's Instructions

Installation Manual for Each Type of CRAC

SD-10 Operation and Maintenance Data

Computer Room Air Conditioner Operation and Maintenance Data, Data Package 4; G

SD-11 Closeout Submittals

Indoor Air Quality During Construction; S

1.4 REFRIGERANTS

Refrigerants must have an Ozone Depletion Potential (ODP) no greater than 0.0. CFC-based refrigerants are prohibited. HCFCsand Halons are not permitted. Provide SDS sheets for all refrigerants.

1.5 QUALIFICATIONS

1.5.1 Ozone Depleting Substances Technician Certification

All technicians working on equipment that contain ozone depleting refrigerants must be certified as a Section 608 Technician to meet requirements in 40 CFR 82, Subpart F. Provide copies of technician certifications to the Contracting Officer at least 14 calendar days prior to work on any equipment containing these refrigerants.

1.6 QUALIFICATIONS

1.6.1 Material and Equipment Qualifications

Provide materials and equipment that are standard products of manufacturers regularly engaged in the manufacturer of such products, which are of a similar material, design, and workmanship. Standard products must have been in satisfactory commercial or industrial use for two years prior to bid opening. The two-year use must include applications of equipment and materials under similar circumstances and of similar size. The product must have been for sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the two-year period.

1.6.2 Alternative Equipment Qualifications

Products having less than a two-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturer's factory or laboratory tests, can be shown.

1.6.3 Service Support

The equipment items must be supported by service organizations. Submit a certified list of qualified permanent service organizations for support of the equipment which includes their addresses and qualifications. These service organizations must be reasonably convenient to the equipment installation and able to render satisfactory service to the equipment on a regular and emergency basis during the warranty period of the contract.

1.6.4 Manufacturer's Nameplate

For each item of equipment, provide a nameplate bearing the manufacturer's name, address, model number, and serial number securely affixed in a conspicuous place; the nameplate of the distributing agent will not be acceptable.

1.6.5 Modification of References

In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "must" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction", or words of similar meaning, to mean the Contracting Officer.

1.6.5.1 Definitions

For the International Code Council (ICC) Codes referenced in the contract documents, advisory provisions must be considered mandatory, the word

"should" is interpreted as "must." Reference to the "code official" must be interpreted to mean the "Contracting Officer." For Navy owned property, references to the "owner" must be interpreted to mean the "Contracting Officer." For leased facilities, references to the "owner" must be interpreted to mean the "lessor." References to the "permit holder" must be interpreted to mean the "Contractor."

1.6.5.2 Administrative Interpretations

For ICC Codes referenced in the contract documents, the provisions of Chapter 1, "Administrator," do not apply. These administrative requirements are covered by the applicable Federal Acquisition Regulations (FAR) included in this contract and by the authority granted to the Officer in Charge of Construction to administer the construction of this project. References in the ICC Codes to sections of Chapter 1, must be applied appropriately by the Contracting Officer as authorized by his administrative cognizance and the FAR.

1.7 PROJECT REQUIREMENTS

1.7.1 Verification of Dimensions

Become familiar with the details of the work, verify all dimensions in the field, and provide adequate clearance for all connections and service access. Notify the Contracting Officer of any discrepancy before performing any work.

1.7.2 Energy Efficiency

Provide equipment with minimum efficienciesas required by ASHRAE 90.1 - IP.

1.8 DELIVERY, STORAGE, AND HANDLING

Handle, store, and protect equipment and materials to prevent damage before and during installation in accordance with the manufacturer's recommendations, and as approved by the Contracting Officer. Replace damaged or defective items.

PART 2 PRODUCTS

2.1 COMPUTER ROOM AIR CONDITIONER (CRAC)

Provide complete working CRACs, designed, and factory assembled, and factory tested. Equipment must be listed in UL Elec Equip Dir or ETL DLP for computer room application. . CRACs must include room cabinet and frame, floor stand, fan section, filter section, cooling coil, reheat coil, humidifier, compressors, condenser, controls, and, interconnecting piping internal to the CRAC. Provide units rated in accordance with AHRI 1360.

2.1.1 Unit Airflow Configuration

2.1.1.1 Downflow Units

The CRAC must draw return air in at the top of the cabinet and discharge supply air at the bottom of the cabinet.

2.1.2 Cabinet and Frame

2.1.2.1 Unit Frame

Unit frame must be manufactured of welded steel tubes and must be mill-galvanized or coated with an epoxy finish.

2.1.2.2 Unit Cabinet

Exterior panels must be steel sheet, minimum of 20 gage, mill-galvanized or coated with a corrosion-inhibiting epoxy finish in manufacturer's standard color. Mill galvanized sheet metal must be coated with not less than 1.25 ounces of zinc per square foot of two-sided surface. Mill rolled structural steel must be hot-dip galvanized or primed and painted. Cut edges, burns and scratches in hot-dip galvanized surfaces must be coated with galvanizing repair coating. Manufacturer's standard cabinet materials and finishes will be acceptable if equivalent to the above requirements and approved by the Contracting Officer.

Provide removable panel for access to controls without interrupting airflow. Panels must be gasketed to prevent air leakage under system operating pressure and must be removable for service access without the use of special tools.

2.1.2.3 Cabinet Interiors Sound Attenuation

Provide a factory-installed sound attenuation system in the interior of the CRAC cabinet.

CRAC cabinet panels interior must be provided with minimum two inch thick acoustical sound absorbing foam with a minimum Noise Reduction Coefficient (NRC) of 0.85.

Compressors located in CRAC interior cabinets must be either wrapped in a sound absorbing insulating blanket or enclosed in its' own sound absorbing insulated mini-cabinet inside of the larger CRAC interior cabinet.

Fans and compressors located in the CRAC interior cabinet must be provided with vibration isolators between their respective support frames and the cabinet framing.

CRAC manufacturer's standard interior cabinet sound attenuation materials and finishes will be acceptable if equivalent to the above requirements and approved by the Contracting Officer.

2.1.3 Fan Section

Provide fan(s) and fan motor(s) as integral, factory installed components of the CRAC.

2.1.3.1 Fan Wheel

The supply air fan must be AMCA certified. Provide steelbackward curved, plenum/plug typefan wheel. The fan must be statically and dynamically balanced. The fan must have self-aligning, permanently lubricated ball bearings with a minimum life span of 100,000 hours. Assess potential effects of lubricant on aquatic organisms in accordance with ASTM D6081 and submit aquatic toxicity reports. Assess biodegradation in accordance with ASTM D5864. In accordance with EM 1110-2-1424 Chapter 8, aquatic

toxicity must exceed 1,000 ppm at LL50 and biodegradation must exceed 60 percent conversion of carbon to carbon dioxide in 28 days.

2.1.3.2 Motor and Drive

Provide fan wheel directly coupled to motor shaft. sized for 200 percent of the motor nameplate rating.

Provide electronically commutated motor with integrated electronic control board and direct microprocessor control signaling for speed control.

2.1.4 Cooling Coil

Provide AHRI 410 coil and slope for drainage. Coil must be manufactured of seamless copper tubes with plate aluminum fins. Indoor and outdoor coils must be matched and from same manufacturer. Each coil, in the production process, must be individually tested at 320 psi with compressed air under water and verified to be air tight. Factory dehydrate and seal each coil after testing and prior to evaluation and charging. Provide DX coil complete with a distributor and thermostatic expansion valve with external equalizer. Provide double-sloped condensate drain pan of minimum 22 gage Type 304 stainless steel with nonferrous connections and internal trap, and a condensate pump system complete with integral pump discharge check valve, integral float switch, reservoir, and pump and motor assembly.

2.1.5 Filters

Provide UL listed 2 inches thick deep pleated fiberglass throwaway type filters. Provide filtration media with a Minimum Efficiency Reporting Value (MERV) of 8 as determined by ASHRAE 52.2. Provide one complete spare filter bank set per unit for installation prior to final acceptance testing covered in Part 3 of this section.

2.1.6 Reheat Coil

Provide electric reheat coils with low watts density. The electric reheat coils must be enclosed in 304 stainless steel tubes and 304 stainless steel fins. Provide modulating control of the electric reheat coils by multiple stages or Silicon Controlled Rectifier (SCR). Provide UL or ETL listed safety switches to protect system from overheating.

2.1.7 Humidifier

Humidifier section must include liquid-level control, emergency overflow and automatic water supply system factory pre-piped for final connection. Provide stainless steel evaporator pan with water high level and low level alarms. Provide copper atmospheric steam dispersion tube for installation in a vertical or horizontal air stream. Dispersion tube must have integral condensate return to the steam generator. Arrange system to be cleanable and serviceable. Provide water chemistry requirements with humidifier submittal data.

Provide infrared type humidifier, including high intensity quartz lamps mounted above and out of water supply.

2.1.8 Compressor

Provide compressor that is direct drive, scroll type capable of operating at partial load conditions. Compressor must be capable of continuous operation down to the lowest step of unloading as specified. Provide compressors of 7.5 tons and larger with capacity reduction devices to produce automatic capacity reduction of at least 50 percent. If standard with the manufacturer, two or more compressors may be used in lieu of a single compressor with unloading capabilities, in which case the compressors operate in sequence, and each compressor has an independent refrigeration circuit through the condenser and evaporator. Start each compressor in the unloaded position. Provide compressor complete with vibration isolation, suction and discharge service valves, high and low pressure safety switches, protection against short cycling, and built-in overload protection. Provide refrigeration circuits including hot gas mufflers, liquid-line filter-drier, refrigerant sight glass, and moisture indicator, externally equalized expansion valve, and liquid-line solenoid valve factory connected with refrigeration copper tubing. Crankcase heaters are required.

2.1.8.1 Refrigeration Circuit

Provide field-installed refrigerant tubing for split systems in accordance with Section 23 23 00 REFRIGERANT PIPING.

Refrigerant-containing components must comply with ANSI/ASHRAE 15 & 34 and be factory tested, cleaned, dehydrated, charged with nitrogen and sealed. Provide refrigerant charging valves and connections, and pumpdown valves for each circuit. Refrigerant flow control devices must be an adjustable superheat thermostatic expansion valve with external equalizer matched to coil, capillary or thermostatic control, and a pilot solenoid controlled, leak-tight, four-way refrigerant flow reversing valve. Provide a refrigerant suction line thermostatic control to prevent freeze-up in event of loss of water flow during heating cycle.

2.1.9 Condenser and Dry Cooler

Provide condenser circuit pre-piped with start-up and head pressure controls to maintain system operation at ambient temperatures down to 20 degrees Fdegrees F.

Provide an integral factory wired and tested control panel for each condenser and dry cooler. The factory control board must control each condenser fan speed individually to optimize overall system performance.

2.1.9.1 Air-cooled Condenser

Provide remote air-cooled condenser arranged for vertical air discharge, designed and manufactured specifically for permanent outdoor installation. Condenser performance must be rated in accordance with ANSI/AHRI 460. Condenser must have head pressure control to allow unit operation down to 0 degrees F.

2.1.9.1.1 Condenser Fans

Provide direct-driven propeller fans with factory balanced aluminum blades and equipped with fan guards. Provide permanent split capacitor or electronically commutated fan motors with drip proof enclosures.

2.1.9.1.2 Condenser Coils

Air-cooled condenser coils must be seamless copper tubes with plate type aluminum fins with coating as described in paragraph CORROSION PROTECTION FOR COASTAL INSTALLATIONS. The coils, in the production process, must be pressure tested with compressed air at 300 psig under water and verified to be leak-free. Factory dehydrate and seal each coil after testing and prior to evaluation and charging.

2.1.9.1.3 Unit Casing

Provide air-cooled condenser casings and mounting legs manufactured from galvanized steel with manufacturer's standard corrosion-resistant finish.

2.1.9.2 Dry Coolers

Provide dry cooler arranged for vertical air discharge, designed and manufactured specifically for permanent outdoor installation.

2.1.9.2.1 Dry Cooler Fans

Provide direct-driven propeller fans with factory balanced aluminum blades and equipped with fan guards. Provide permanent split capacitor or electronically commutated fan motors with drip proof enclosures.

2.1.9.2.2 Dry Cooler Coils

Dry cooler coils must be seamless copper tubes with plate type aluminum fins with coating as described in . The coils, in the production process, must be pressure tested with compressed air 300 psig under water and verified to be leak-free. Factory dehydrate and seal each coil after testing and prior to evaluation and charging.

2.1.9.2.3 Dry Cooler Casing

The dry cooler casings and mounting legs must be manufactured from galvanized steel with manufacturer's standard corrosion-resistant finish.

2.1.10 Floorstand

Provide anadjustable 4 inches high floorstand for each CRAC for freestanding installation on the main building structural floor. Floorstand must elevate the unit to the height of the raised computer floor and must allow for leveling and locking at the desired height. Floorstand must be retractable, or removable, for installing the unit directly on the raised floor. Unit must be fully gasketed (rubber or neoprene) to prevent air leakage at the raised floor penetration. Provide radiused turning vane integral to floorstand.

2.2 INSTRUMENTATION AND CONTROLS

2.2.1 Unit Level Controls

Provide factory installed components and wiring to control a unit's basic functions and space ambient conditions including humidification and dehumidificationat one factory installed and tested station. Controller modules must provide automatic centralized control of computer room

critical equipment, simplifying emergency switching and unit testing. When the module recognizes an alarm condition, it must automatically switch to a stand-by device. User must be able to program a switching delay to allow time to correct emergency conditions. Provide modules with capability to balance the runtime of all connected air units. Provide clear, simplified instructions for programming and configuration of controllers, minimizing the chances of operator error. Provide an electronic temperature and humidity recorder, integral or external to the unit, readable to specified control accuracy, complete with supplies required for one year of operation. Controls must include a control system interface to an HVAC control system.

2.2.1.1 Display Panel

Provide color LED touchscreen display with graphical menu navigation. Display panel must include the following minimum data: power on, power off, unit in alarm, description of alarm, filter status, rack inlet temperature, room temperature, room relative humidity , event log, service contact information, and unit run hours. Display must have capability to set up password protection.

Provide the following minimum externally accessible controls at the unit: start and stop total system functions, silence audible alarm, main power disconnect.

2.2.1.2 Alarms

Display alarms on unit display panel. Alarm for the following: high and low space temperature, high and low space humidity, dirty filters, loss of airflow, loss of water flow, compressor high head pressure, humidifier problems, and leak detection. Provide field accessible local audible alarm with silence pushbutton. Provide push-to-test lamps or all-lamp test pushbutton.

2.2.1.3 Leak Detection

Provide spot or rope moisture detection system for each computer room. Leak detection must be designed for installation on the subfloor below the raised floor of the computer room. Leak detection system must interface with the associated CRAC control panel to alarm upon detection of moisture on the subfloor.

2.2.1.4 Factory Wired Components

Provide CRAC manufacturer's remote room temperature sensor and room humidity sensor.

Provide factory wired discharge air temperature sensor.

2.3 CORROSION PROTECTION FOR COASTAL INSTALLATIONS

Provide the polyelastomer or phenolic finish coating system on exterior coils, exterior casings, interior coils exposed to outdoor air, and interior casings exposed to outdoor air. The coating system must not reduce the HVAC equipment's performance rating.

Finish coating must be applied at the premises of the HVAC equipment

manufacturer or at the premises of the coating manufacturer or his authorized applicator. Provide finish coating in colors gray, or aluminum, or ivory. All components of the special finish coating systems, including primers and intermediate coats, must be applied by immersion dip-coating or spray-coating in accordance with coating manufacturer's written procedures.

If special finish coatings are applied at the finish coating manufacturer's (or his authorized applicator's) premises, the equipment to be finish coated must be transported to and from the finish coating manufacturer's premises by the Contractor. The finish-coating manufacturer must be responsible for necessary disassembly of the HVAC equipment and re-assembly of final finish coated equipment.

Submit for approval a Certificate of Specification Compliance provided by the finish coating system manufacturer. Requirements for certificate include:

a. Name of firm that provided the finish coating system.

b. Project title and Navy construction contract number.

c. Listing of the pieces of equipment that were finish coated by this firm.

d. Certificate must certify that the finish coating materials and application procedures employed conform to the contract specifications.

e. Date of final inspection by this firm and printed name and signature of the inspector.

f. Printed name and signature of the officer of the firm that is responsible for firm's certification program.

2.3.1 Polyelastomer Finish Coating System

2.3.1.1 Heat Exchanger Coil (Including Evaporator Coil) Surfaces

a. Acrylic polymer resin primer: 1 mil minimum dry film thickness.

b. Polyelastomer resin top coating: 3 coats, 1.5 mils minimum total dry film thickness.

c. In lieu of coating, provide copper tubes and copper fins

2.3.1.2 Uninsulated Interior Surfaces and Exterior Surfaces

Polyelastomer resin: 3 coats, 4 to 6 mils minimum total dry film thickness.

2.3.1.3 Insulated Interior Surfaces

Vinyl: 2 to 10 mils minimum dry film thickness.

2.3.2 Phenolic Finish Coating System

Provide a resin base thermosetting phenolic finish.

2.3.2.1 Heat Exchanger Coil (Including Evaporator Coil) Surfaces

a. Apply phenolic finish to the entire coil. Provide a minimum of two coats. Total minimum dry film thickness must be 3 mils.

b. In lieu of coating, provide coil of copper tubes and copper fins

2.3.2.2 Uninsulated Interior Surfaces and Exterior Surfaces

Amine cured epoxy phenolic finish: 6 to 7 mils minimum total dry film thickness.

2.3.2.3 Insulated Interior Surfaces

Polyester or Vinyl Ester finish: 2 to 10 mils minimum dry film thickness.

2.4 FACTORY PAINTING SYSTEMS

Provide manufacturer's standard factory painting. Certify that the factory painting system applied will withstand 125 hours in a salt-spray fog test, except that equipment located outdoors must withstand 500 hours in a salt-spray fog test. Salt-spray fog test must be in accordance with ASTM B117, and for that test the acceptance criteria must be as follows: immediately after completion of the test, the paint must show no signs of blistering, wrinkling, or cracking, and no loss of adhesion; and the specimen must show no signs of rust creepage beyond 0.125 inch on either side of the scratch mark.

The film thickness of the factory painting system applied on the equipment must not be less than the film thickness used on the test specimen. The factory painting system must be designed for the anticipated temperature service.

2.5 SOURCE QUALITY CONTROL

Provide factory test plan, factory test schedule, factory test and factory test report on CRAC-1 .

2.5.1 Manufacturer's Factory Test Plans

For CRAC-1, submit a factory test plan which when followed during factory testing must verify that the performance scheduled on the drawings is met by the produced CRAC models.

The manufacturer must perform factory tests on the actual CRAC produced for this project. The test reports must document the performance tests conducted on the factory assembled computer room air conditioning units. Performance testing on the individual computer room air conditioning unit components, not factory assembled, is not acceptable.

Submit the required test plans for review and approval to the Contracting Officer at least 90 calendar days before scheduled factory test date.

2.5.1.1 Test Procedure

Indicate in each test plan the factory acceptance test procedures. Procedures must be structured to test all modes of operation to confirm that the controls are performing in accordance with the intended sequence

of control.

Controllers must be verified to be properly calibrated and have the proper set point to provide stable control of their respective equipment.

Include in each test plan a detailed step-by-step procedure for testing automatic controls provided by the manufacturer.

2.5.1.2 Performance Variables

Each test plan must list performance variables that are required to be measured or tested as part of the field test. Include in the performance variables list the performance indicated on the equipment schedules on the contract design drawings.

Manufacturer must provide with each test procedure a description of acceptable performance results that must be verified. Manufacturer must identify the acceptable limits or tolerances within which each tested performance variable must acceptably operate.

2.5.1.3 Test Configuration

Plans must indicate that tests are to be performed for a minimum of four continuous hours in a wet coil condition. If test period is interrupted, the four hour test period must be started over. Each test plan must be job specific and must address the particular CRAC and particular conditions which exist with this contract. Generic or general preprinted test procedures are not acceptable. Tests must include a pressurized raised floor discharge configuration at the specified or indicated height above the floor, and phenolic coated coils.

2.5.1.4 Tested Variables

Plans must provide for air side testing which includes verification of the airflow, total static pressure; fan drive motor KW, amperage and RPM; and fan RPM. Provide entering air temperatures equal to those indicated on the CRAC schedules.

2.5.1.5 Specialized Components

Include procedures for field testing and field adjusting specialized components, such as hot gas bypass control valves, or pressure valves.

2.5.2 Factory Tests

Conduct the factory testing in compliance with the Contracting Officer approved manufacturer's field test plan, and in accordance with additional field testing requirements specified herein. Record the required data using the test reporting forms approved of the approved field test plan. Conduct the test for each CRAC for the continuous test period in the approved test plan. A CRAC shutdown before the continuous test period is completed must result in the test period being started again and run for the required duration.

2.5.3 Deficiency Resolution

The test requirements must be acceptably met; deficiencies identified during the tests must be corrected in compliance with the manufacturer's recommendations and corrections tested as specified in the paragraph

MANUFACTURER'S FACTORY TEST PLANS.

2.5.4 Factory Test Reports

Use the test reporting forms approved in the factory test plan. Final test report forms must be typed including data entries and remarks. Completed test report forms for each CRAC must be reviewed, approved, and signed by the Manufacturer's test director.

PART 3 EXECUTION

3.1 INSTALLATION

3.1.1 CRAC System

Installation of each CRAC system including equipment, materials, installation, workmanship, fabrication, assembly, erection, examination, inspection, and testing, must be in accordance with ASME B31.1, ASME B31.5, NFPA 70, as modified and supplemented by the requirements of this section and the CRAC manufacturer's written installation instructions.

Install all work so that parts requiring periodic inspection, operation, maintenance, and repair are readily accessible. Install concealed valves, expansion joints, controls, dampers, and equipment requiring access, in locations freely accessible through access doors.

3.1.2 Installation Instructions

Provide a manufacturer's installation manual for each type of CRAC.

3.1.3 Operation and Maintenance Data

Submit Computer Room Air Conditioner Operation and Maintenance Data

3.1.4 Connections to Existing Systems

Notify the Contracting Officer in writing at least 15 calendar days prior to the date the connections are required. Obtain approval before interrupting service. Provide materials required to make connections into existing systems and perform excavating, backfilling, compacting, and other incidental labor as required. Provide labor and tools for making actual connections to existing systems.

3.2 FIELD QUALITY CONTROL

Upon completion and before final acceptance of work, test each CRAC subsystem in service to demonstrate compliance with the contract requirements, including field testing specified below. Adjust controls and balance systems prior to final acceptance of completed systems. Test controls through every cycle of operation. Test safety controls to demonstrate performance of required function. Correct defects in work provided and repeat tests. Provide steam, fuel, water, electricity, instruments, connecting devices, and personnel for tests. Flush and clean piping before placing in operation. Clean equipment, piping, strainers, and ducts. Prior to commencement of field testing, remove all filters and provide new filters. Perform and document that proper Indoor Air Quality During Construction procedures have been followed; this includes providing documentation showing that after construction ends, and prior to occupancy, new filters were provided.

3.3 FIELD TESTING

Provide field test plan, field test schedule, field test and field test report on each of the CRAC. Field test each CRAC for Contracting Officer acceptance in accordance with the CRAC manufacturer's approved field test plan.

3.3.1 Manufacturer's Field Test Plans

Submit field test plans developed by the manufacturer for each CRAC; submit the field test plans along with the factory test plans specified herein beforesubmit the field test plans at least 90 calendar days prior to planned date of the field test. Field test plans developed by the installing Contractor, or the equipment sales agency furnishing the CRAC, will not be acceptable.

The Contracting Officer will review and approve the field test plan for each of the listed CRACs prior to commencement of field testing of the equipment. The approved field test plans must be followed for the field tests of the CRAC and test reporting.

3.3.1.1 Coordinated Testing

Indicate in each field test plan when work required by this section requires coordination with test work required by other specification sections. Provide test procedures for the simultaneous or integrated testing of: CRAC controls which interlock and interface with controls factory prewired; and external controls for the CRAC provided under .

3.3.1.2 Test Procedure

Indicate in each field test plan the CRAC manufacturer's published start-up, and field acceptance test procedures. Include in each test plan a detailed step-by-step procedure for testing automatic controls provided by the manufacturer.

Procedures must be structured to test the controls through all modes of control to confirm that the controls are performing with the intended sequence of control.

Controllers must be verified to be properly calibrated and have the proper set point to provide stable control of their respective equipment.

3.3.1.3 Performance Variables

Each test plan must list performance variables that are required to be measured or tested as part of the field test.

Include, in the listed performance variables, requirements indicated on the CRAC schedules on the design drawings. Manufacturer must provide, with each test procedure, a description of acceptable results that have been verified.

Manufacturer must identify the acceptable limits or tolerances within which each tested performance variable must acceptably operate.

3.3.1.4 Test Configuration

Plans must indicate that tests are to be performed for a minimum of four continuous hours in a wet coil condition. If test period is interrupted, the four hour test period must be started over. Each test plan must be job specific and must address the particular CRAC and particular conditions which exist with this contract. Generic or general preprinted test procedures are not acceptable. Tests must include a pressurized raised floor discharge configuration at the specified or indicated height above the floor, and corrosion protection.

3.3.1.5 Tested Variables

Plans must provide for air side testing which includes verification of the airflow, total static pressure; fan drive motor KW, amperage and RPM; and fan RPM. Provide entering air temperatures equal to those indicated on the CRAC schedules.

3.3.1.6 Specialized Components

Include procedures for field testing and field adjusting specialized components, such as hot gas bypass control valves, or pressure valves.

3.3.1.7 Field Test Reporting Forms

Each test plan must include the required test reporting forms to be completed by the Contractor's testing representatives.

3.3.2 Field Test Schedule

Notify the Contracting Officer in writing at least 30 calendar days prior to the testing. Within 30 calendar days after acceptable completion of testing, submit each test report for the review and approval of the Contracting Officer.

3.3.3 Manufacturer's Test Representative

Provide a factory trained field test representative authorized by the CRAC manufacturer to oversee the complete execution of the field testing. This test representative must also review, approve, and sign the completed field test report. Signatures must be accompanied by the person's name typed.

Submit credentials of the manufacturer's field test representative proposed, including current telephone number, to the Contracting Officer for review and approval. Submit these credentials with the written advance notice of the field tests.

3.3.4 Field Tests

Conduct the field testing in compliance with the Contracting Officer approved manufacturer's field test plan, and in accordance with additional field testing requirements specified herein. Record the required data using the test reporting forms approved of the approved field test plan. Conduct the test for each CRAC for a continuous 24-hour test period. A CRAC shutdown before the continuous 24-hour test period is completed must result in the 24-hour test period being started again and run for the required duration.

3.3.5 Deficiency Resolution

The test requirements must be acceptably met; deficiencies identified during the tests must be corrected in compliance with the manufacturer's recommendations. Corrections must be tested again in compliance with the requirements specified in the paragraph MANUFACTURER'S FIELD TEST PLANS.

3.3.6 Field Test Reports

Use the test reporting forms approved in the field test plan. Final test report forms must be typed, including data entries and remarks. Completed test report forms for each CRAC must be reviewed, approved, and signed by the Contractor's test director and the QC manager.

3.4 INSTRUCTION TO GOVERNMENT PERSONNEL

Provide the services of competent instructors to give full instruction to the designated Government personnel in the adjustment, operation, and maintenance, including pertinent safety requirements, of the specified equipment or system. Instructors must be thoroughly familiar with all parts of the installation and must be trained in operating theory as well as practical operation and maintenance work.

Instruction must be given during the first regular work week after the equipment or system has been accepted and turned over to the Government for regular operation. Provide 4 hours of training for each type of CRAC specified.

-- End of Section --

THIS PAGE INTENTIONALLY LEFT BLANK

SECTION 25 05 11

CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS
08/24

PART 1 GENERAL

Many subparts in this Section contain text in curly braces ("{" and "}") indicating which cybersecurity control and control correlation identifier (CCI) the requirements of the subpart relate to. The text inside these curly braces is for Government reference only and enables coordination of the requirements of this Section with the RMF process throughout the design and construction process. Text in curly braces are not contractor requirements.

This Section refers to Security Requirements Guide (SRGs) and Security Technical Implementation Guide (STIGs). STIGs and SRGs are available online at the Information Assurance Support Environment (IASE) website at https://public.cyber.mil/stigs/downloads/ and an SRG/STIG Applicability Guide and Collection Tool is available at https://public.cyber.mil/stigs/SCAP/. Not all control system components have applicable STIGs or SRGs. The "Control Systems SRG" does not apply to work performed under this Section; all requirements within this section to apply applicable SRGs DO NOT include the "Control Systems SRG".

1.1 CONTROL SYSTEM APPLICABILITY

There are multiple versions of this Section associated with this project. Different versions have requirements applicable to different control systems.

1.2 RELATED REQUIREMENTS

This section does not contain sufficient requirements to procure a control system and must be used in conjunction with other Sections which specify control systems. This Section adds cybersecurity requirements to the control systems specified in other Sections, and as these requirements are conditioned on the control system being provided, there may be requirements in this Section that will not apply to this project. All Sections containing facility-related control systems or control system components are related to the requirements of this Section. Review all specification sections to determine related requirements.

In cases where a requirement is specified in both this Section and in another Section, the more stringent requirement must be met. In cases where a requirement in this Section conflicts with the requirements of another Section such that both requirements cannot be met at the same time, request direction from the Contracting Officer to determine which requirement applies to the project.

1.3 REFERENCES

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

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE 135	(2024; INT 1-3 2025; Errata 1 2025; INT 4-6 2025; Addenda CU 2025) BACnet—A Data Communication Protocol for Building Automation and Control Networks

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 802.1x	(2010) Local and Metropolitan Area Networks - Port Based Network Access Control

INTERNET ENGINEERING TASK FORCE (IETF)

IETF RFC 2819	(2000) Remote Network Monitoring (RMON) Management Information Base (MIB)

NATIONAL INSTITUTE OF STANDARDS AND TECHNOLOGY (NIST)

NIST FIPS 140-2	(2001) Security Requirements for Cryptographic Modules
NIST FIPS 201-2	(2013) Personal Identity Verification (PIV) of Federal Employees and Contractors

U.S. DEPARTMENT OF DEFENSE (DOD)

DODI 8551.01	(2014) Ports, Protocols, and Services Management (PPSM)
DTM 08-060	(2008) Policy on Use of Department of Defense (DoD) Information Systems - Standard Consent Banner and User Agreement

1.4 DEFINITIONS

1.4.1 Administrator Account

An administrator account is an account with full permissions to a device, application, or operating system, including the ability to create and modify other user accounts.

Note that the operating system Administrator Account may be different than Administrator Accounts for applications hosted on that operating system. Also, most controllers will not have any support for accounts and will therefore not have an 'Administrator Account'.

1.4.2 Computer

A computer is one of the following:

a. a device running a non-embedded desktop or server version of Microsoft Windows

b. a device running a non-embedded version of MacOS

c. a device running a non-embedded version of Linux

d. a device running a version or derivative of the Android Operating System, where Android is considered separate from Linux

e. a device running a version of Apple iOS

Unless otherwise indicated or clear from context use of the word "device" in this Section includes computers.

1.4.3 Controller

A device other than a computer or Ethernet switch.

1.4.4 Mission Space

A device or media is in mission space if physical access to the device or media is controlled by the organization served by the device. For example, a variable air volume (VAV) box controller in a suspended ceiling is in mission space if the VAV box serves that room; an electrical switchgear in an electrical room or an air handling unit (AHU) in a mechanical room or on a rooftop may still be considered to be in mission space if the organization (mission) served by that switchgear or AHU controls access to the electrical room, mechanical room or rooftop.

1.4.5 Network

A network is a group of two or more devices that can communicate using a network protocol. Network protocols must provide a method for addressing devices on the network; a communication method that does not provide an addressing scheme is not a networked form of communication. Devices that communicate using a method of communication that does not support device addressing are not using a network. Addresses may be other than IP addresses, and addressing may be at either Open Systems Interconnection (OSI) layer 2 or layer 3.

1.4.6 Network Connected

A component is network connected (or "connected to a network") only when the device has a network transceiver which is directly connected to the network and implements the network protocol. A device lacking a network transceiver (and accompanying protocol implementation) can never be considered network connected. Note that (unlike many IT definitions of "Network Connected") a device connected to a non-IP network is still considered network connected (an IP connection or IP address is not required for a device to be network connected).

1.4.6.1 Wireless Network Connected

Any device that supports wireless network communication is network connected to a wireless network, regardless of whether the device is communicating using wireless. Unless physically disabled, devices with wireless transceivers support wireless, it is not sufficient to disable the wireless in software.

1.4.7 Network Media

The thing that provides the communication channel between the devices on a network. Typically wire, but might include wireless, fiber optic, or even power line (some network protocols allow sending network signals over

power wiring).

1.4.8 User Account Support Levels

The support for user accounts is categorized in this Section as one of three levels:

1.4.8.1 FULLY Supported

Device supports configurable individual accounts. Accounts can be created, deleted, modified, etc. Privileges can be assigned to accounts. These devices support user-based (as opposed to role-based) authentication.

1.4.8.2 MINIMALLY Supported

Device supports a small, fixed number of accounts (perhaps only one). Accounts cannot be modified. A device with only a "User" and an "Administrator" account would fit this category. Similarly, a device with two PINs for logon - one for restricted and one for unrestricted rights would fit here (in other words, the accounts do not have to be the traditional "username and password" structure). These devices typically only support role-based authentication.

Examples of devices which MINIMALLY support accounts are a) a variable frequency drive with a single account which requires a PIN for access to configuration; and b) a room lighting control touchpad interface that has a single account.

1.4.8.3 NOT Supported

Device does not support any Access Enforcement therefore the whole concept of "account" is meaningless.

1.4.9 Manual Local Input

Manual Local Inputs are system analog or binary inputs that are adjustable by a person but are, by intrinsic hardware design, very limited in potential capabilities. Manual Local Inputs do not have touch screens or full keyboards, but may have a few buttons or dials to allow input. Manual Local Inputs do not have full graphic screens or dot-matrix displays, but may have simple lights (LEDs) or 7-segment displays. Manual Local Inputs do not have any sort of menu structure, each button has a single well-defined function.

Examples of Manual Local Inputs are H-O-A switches, simple thermostats, and disconnect switches.

1.4.10 Card Reader

A card reader is an input/output device whose primary function is to assist in two-factor authentication. A card reader must have an interface to read data from a card and may be able to write data to a card. A card reader may have a means (such as buttons, keypad, touchscreen, etc.) for a user to input a PIN or password, as well as a limited display.

1.4.11 User Interface

A User Interface (UI) is something other than a Manual Local Input or Card Reader that allows a person to interact with the system or device. Note

that while a Card Reader is not by itself a User Interface, a User Interface may contain a Card Reader in order for it to authenticate its user. Within control systems, there are a wide range of User Interfaces.

Two important distinctions are 1) whether the user interface is Local or Remote, and 2) the effective capabilities of the User Interface to alter data, which is the "privilege" of the user interface (where effective privilege available to a specific user at a specific user interface is the combination of the greatest privilege offered by the user interface and the specific account the user is logged into).

1.4.11.1 Local User Interface

A Local User Interface is a user interface where the physical hardware the user interacts with (keyboard, buttons, display, etc.) is physically part of the device being affected. All of the relevant characteristics of the user interface are embodied within a single device.

Note that a Local UI may be able to access data in a different device, Local versus Remote in this context refers to the user interface itself; the capability to access data in a different device is covered under "Full User Interface".

1.4.11.2 Remote User Interface

A Remote User Interface implements a Client/Server model where the physical hardware the user interacts with (Client) is physically distinct from the device being affected (Server). Most or all of the security and functionality characteristics of the user interface are defined by the Server, not the Client. The Client and Server communicate via a network connection. A common example of a remote user interface is a web-based interface where the browser (client) is generally on different hardware than the web server (server). A Remote UI remains a Remote UI even if the user happens to be at a Client on the same hardware as the Server. What is important is that a) the Client may be on different hardware than the Server and b) the majority of the security and functional characteristics of the interface are defined at the Server.

Note that this definition of "remote" is consistent with that generally used in the control industry but is not aligned with the NIST 800-53 definition of "Remote", which refers to "outside the system". The term "Remote" here better aligns with the NIST 800-53 definition of "Network" (remote from within the system) Access.

1.4.11.3 Types of User Interface (by capability)

User interfaces are also categorized by their capabilities as being Read Only, Limited, or Full.

1.4.11.3.1 Read-Only User Interface

A Read Only User Interface (also referred to as a View-Only User Interface) is a user interface that only allows for reading data, it does not allow (have the capability to) modify data. A Read Only User Interface may be either Local or Remote. A User Interface that is configured to be Read Only (by some other means than the interface itself, such as using configuration software on a laptop) is a Read-Only Interface. Note a Read Only User Interface may have buttons (or touch screen, etc.) allowing the user to navigate through the presentation of

data.

Examples of a Read Only User Interfaces are a) a publicly viewable "energy dashboard" showing weather data and energy usage within a building and b) digital wayfinding signage.

1.4.11.3.2 Limited User Interface

A Limited User Interface is a user interface that - by design - can only alter information local to the user interface. Note that the determination of "alter" includes only direct interactions, it explicitly excludes interactions that might occur as secondary effects. For example, an interface changing the flow setpoint in a pump controller is a direct interaction, the subsequent change in flow (as well as any subsequent downstream changes in valve position) are not direct interactions.

Two examples of LIMITED UIs are: a) a variable speed drive has a Limited Local User Interface which allows the user to change properties within the drive, but does not allow affecting things outside the drive; and b) a typical home WiFi Router has a Limited Remote User Interface which allows configuration of the Router, but does not allow direct interaction with other devices.

1.4.11.3.3 Full User Interface

A Full User Interface can alter information in devices outside the device with the user interface. For example, a typical Local Display Panel is a Full Local User Interface while a browser-based front end is a Full Remote User Interface.

1.4.11.3.4 View-Only User Interface

See Read-Only User Interface

1.4.11.4 Other User Interface Terminology

In addition to defining whether a user interface is a Hardware Limited, Read-Only, Limited or Full, and whether it is Local or Remote, user interfaces are classified by whether they are writable or privileged.

1.4.11.4.1 Writable User Interface

Any User Interface that is not Read-Only is Writable. (Limited User Interfaces and Full User Interfaces are both writable user interfaces (as they are capable of changing a value)).

1.4.11.4.2 Privileged User Interface

A Privileged UI is a UI that has sufficient capabilities or functionality that it requires specific cybersecurity measures to be put in place to limit its unauthorized use. Ultimately, whether a specific user interface is considered a Privileged User Interface must be determined by usage. Unless otherwise specified, user interfaces can be determined to be privileged or not using the following:

a. Read-Only User Interfaces are not privileged user interfaces.

b. Full User Interfaces are privileged user interfaces.

c. User interfaces that allow for configuration of auditing or allows for modification or deletion of audit logs are privileged user interface.

d. User interfaces that allow for reprogramming a network connected device is a privileged user interface.

e. Writeable User Interfaces in Electronic Security Systems (ESS) are privileged user interfaces.

f. Except as specified above, a Limited User Interface must be determined to be privileged or not based on the specific capabilities and use case of the user interface. In general however, user interfaces that do not offer significant capabilities above and beyond those available at that location via other means (e.g. such as a disconnect switch, breaker, or hand-off-auto switch, or physical attack) are not privileged.

1.4.12 Wired Broadcast Network

Wired Broadcast Networks are any network, such as powerline carrier networks and modem (wired telephony), that use wire-based technologies where there is not a clearly defined boundary for signal propagation.

1.5 ADMINISTRATIVE REQUIREMENTS

1.5.1 Points of Contact

Coordinate with the following Points of Contact as indicated in this Section and as required. Not all projects will require coordination with all Points of Contact. When coordination is required and no Point of Contact is indicated, coordinate with the Contracting Officer (KO).

a. Government Computer Access Point of Contact: Contracting Office (KO)

b. HTTPS Certificate Point of Contact: Contracting Officer (KO)

c. Email Address Point of Contact: Contracting Officer (KO)

d. Password Point of Contact: Contracting Officer (KO)

e. Mobile Code Point of Contact: Contracting Officer (KO)

1.5.2 Coordination

Coordinate the execution of this Section with the execution of all other Sections related to control systems as indicated in the paragraph RELATED REQUIREMENTS. Items that must be considered when coordinating project efforts include but are not limited to:

a. If requesting permission for wireless or wired broadcast communication, the Wireless and Wired Broadcast Communication Request submittal must be approved prior to control system device selection and installation.

b. If requesting permission for alternate account lock permissions, the Device Account Lock Exception Request must be approved prior to control system device selection and installation.

c. If requesting permission for the use of a device with multiple

physical connections to IP networks, the Multiple IP Connection Device Request must be approved prior to control system device selection and installation.

d. Wireless testing may be required as part of the control system testing. See requirements for the Wireless Communication Test Report submittal.

e. If the Device Audit Record Upload Software is to be installed on a computer not being provided as part of the control system, coordination is required to identify the computer on which to install the software.

f. The Cybersecurity Interconnection Schedule must be coordinated with other work that will be interconnected to, and interconnections must be approved by the Government before relying on them for system functionality.

g. Cybersecurity testing support must be coordinated across control systems and with the Government cybersecurity testing schedule.

h. Passwords must be coordinated with the indicated contact for the project site.

i. If applicable, HTTPS web server certificates must be obtained from the indicated HTTPS Certificate Point of Contact.

j. Contractor Computer Cybersecurity Compliance Statements must be provided for each contractor using contractor owned computers.

1.6 SUBMITTALS

Government approval is required for submittals with a "G" or "S" classification. Submittals not having a "G" or "S" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Wireless and Wired Broadcast Communication Request; GDevice Account Lock Exception Request; G

Multiple Ethernet Connection Device Request; G

Contractor Computer Cybersecurity Compliance Statements; G

Contractor Temporary Network Cybersecurity Compliance Statements; G

Cybersecurity Interconnection Schedule ; G

Protection of Information At Rest Proposal; G

Proposed STIG and SRG Applicability Report; G

Pre-Construction Control System Inventory Report ; G

SD-02 Shop Drawings

Network Communication, Ports, Protocols and Services Report; G

Cybersecurity Network (Riser) Diagram ; G

SD-03 Product Data

Control System Cybersecurity Documentation; G

SD-06 Test Reports

Wireless Communication Test Report; G
Control System Cybersecurity Testing Procedures; G

Control System Cybersecurity Testing Report; G

SD-07 Certificates

Software Licenses; G

SD-11 Closeout Submittals

Confidential Password Report; G

Password Change Summary Report; G

Enclosure Keys; G

Software and Configuration Backups; G

Auditing Front End Software; G

Device Audit Record Upload Software; G

System Maintenance Tool Software; G

Control System Scanning Tools; G

STIG, SRG and Vendor Guide Compliance Result Report; G

Final Control System Inventory Report; G

Integrity Verification Software; G

1.7 DELIVERY, STORAGE, AND HANDLING

1.8 CYBERSECURITY DOCUMENTATION

{For Government Reference Only: This subpart (and its subparts) relates to PL-7; CCI-003071}

1.8.1 Proposed STIG and SRG Applicability Report

For each model of network connected or network infrastructure device, use the DISA SRG/STIG Applicability Guide and Collection Tool (available at https://public.cyber.mil/stigs/SCAP/to identify applicable STIGs or SRGs and provide a report indicating applicable STIGs and SRGs for each model. Provide the Proposed STIG and SRG Applicability Report concurrently with the Pre-Construction Control System Inventory Report.

1.8.2 Cybersecurity Interconnection Schedule

{For Government Reference Only: This subpart relates to CA-3(b), PL-8, SC-7(9), SC-7(11); CCI-000258, CCI-003072, CCI-003073, CCI-003075, CCI-002398, CCI-002399, CCI-002401, CCI-002402, CCI-002403. For MODERATE Impact systems, this subpart also relates to SC-7; CCI-001126, CCI-001109}

Provide a completed Cybersecurity Interconnection Schedule documenting network connections between the installed system and other systems. Provide the following information for each device directly communicating between systems: Device Identifier, Device Manufacturer, Device Description, Transport layer Protocol, Network Address, Port (if applicable), MAC (Layer 2) address (if applicable), Media, Application Protocol, Service (if applicable), Descriptive Purpose of communication. For MODERATE Impact Systems: Also describe the impact of loss of the connection on the control system. If other control system Sections used on this project include submittals documenting this information, provide copies of those submittals to meet this requirement.

In addition to the requirements of Section 01 33 00 SUBMITTAL PROCEDURES, provide the Cybersecurity Interconnection Schedule as an editable Microsoft Excel file (a template Cybersecurity Interconnection Schedule in Excel format is available athttps://www.wbdg.org/dod/ufgs/ufgs-25-05-11.)

1.8.3 Network Communication, Ports, Protocols and Services Report

{For Government Reference Only: This subpart (and its subparts) relates to CA-9, PL-8; CCI-002102, CCI-002103, CCI-002104, CCI-002105, CCI-003072, CCI-003073, CCI-003075 and also the submittal requirements associated with CM-6, CM-7, including CM-7(3), CCI-000388.}

Provide a Network Communication, Ports, Protocols and Services Report. For each networked device, document device identifier and the communication characteristics of the device including communication protocols, services used, encryption employed, and a general description of what information is communicated over the network. For each device using IP communication, document all TCP and UDP ports used. For each device using non-IP communication, document communication protocol and media used. If other control system Sections used on this project include submittals documenting this information, provide copies of those submittals to meet this requirement.

In addition to the requirements of Section 01 33 00 SUBMITTAL PROCEDURES, provide the Network Communication, Ports, Protocols and Services Report as an editable Microsoft Excel file.

1.8.4 Control System Inventory Reports

{For Government Reference Only: This subpart (and its subparts) relates to CM-8(a), SI-17, IA-3; CCI-000389, CCI-000392, CCI-000398, CCI-002773,

CCI-002774, CCI-002775, CCI-000777, CCI-000778, CCI-001958}

Provide a Pre-Construction Control System Inventory Report report and a Final Control System Inventory Report, using the Inventory Spreadsheet listed under this Section at https://www.wbdg.org/dod/ufgs/ufgs-25-05-11. In the Control System Inventory Reports, document all devices, including networked devices, network infrastructure devices, non-networked devices, input devices (e.g. sensors) and output devices (e.g. actuators). For each device provide all applicable information for which there is a field on the spreadsheet in accordance with the instructions on the spreadsheet.

In addition to the requirements of Section 01 33 00 SUBMITTAL PROCEDURES, provide the Control System Inventory Reports as editable Microsoft Excel files. Provide the Pre-Construction Control System Inventory Report concurrently with the Proposed STIG and SRG Applicability Report

1.8.5 Software and Configuration Backups

{For Government Reference Only: This subpart (and its subparts) relates to CP-10; CCI-000550, CCI-000551, CCI-000552}

For each computer on which software is installed under this project, provide a recovery image of the final as-built computer . This image must allow for bare-metal restore such that restoration of the image is sufficient to restore system operation to the imaged state without the need for re-installation of software. If additional user permissions are required to meet this requirement, coordinate the creation of the image with the identified Government Computer Access Point of Contact.

For all Ethernet switches provide a backup of the switch configuration. For all controllers, provide a backup of the controller configuration and the source code for all loaded application programs (all software that is not common to every controller of the same manufacturer and model).

If any or all of these are provided under another Section, provide documentation indicating this and referencing those submittals.

1.8.6 Cybersecurity Network (Riser) Diagram

{For Government Reference Only: This subpart (and its subparts) relates to PL-2(a), PL-8; CCI-003051, CCI-003053, CCI-003072, CCI-003073, CCI-003075}

Provide a cybersecurity network (riser) diagram of the complete control system including all network and device hardware. For each device, include the device identifier, device type, and manufacturer. If the control system specifications require a riser diagram submittal, provide a copy of that submittal as the cybersecurity riser diagram. Otherwise, provide a riser diagram in one-line format.

1.8.7 STIG, SRG and Vendor Guide Compliance Result Report

For every component (device or software) with an applicable STIG or SRG in the Proposed STIG and SRG Applicability Report, document compliance with the STIG or SRG requirements.

a. For components which are scannable by the SCAP (security content

automation protocol) tool (available online at https://public.cyber.mil/stigs/scap), include the SCAPthe Evaluate-STIG tool (available online at (CAC Required), include the Evaluate-STIG report and raw scan results in addition to the final, manually reviewed and revised, documentation of compliance with STIG and SRG requirements. Checklist files should not contain any findings with a Not Reviewed (NR) status after manual reviews.

b. For components which do not support automated scanning, a manual review using the General Purpose STIG option should be done. A completed Checklist file should not contain any findings with a Not Reviewed (NR) status after manual reviews

For every component (device or software) with manufacturer provided cybersecurity documentation, procedure, or method for secure configuration or installation, provide a report documenting how the component was configured and any deviation from the manufacturer instructions.

1.8.8 Control System Cybersecurity Documentation

{For Government Reference Only: This subpart (and its subparts) relates to SA-5(a),SA-5(b),SA-5(c), SA-22(b); CCIs: CCI-003124, CCI-003125, CCI-003126, CCI-003127, CCI-003128, CCI-003129, CCI-003130, CCI-003131, CCI-003374}

Provide a Control System Cybersecurity Documentation submittal containing the indicated information for each device and software application.

1.8.8.1 Software Applications

For all software applications running on computers provide:

a. administrator documentation that describes secure configuration of the software {For Government Reference Only: relates to CCI-003124}

b. administrator documentation that describes secure installation of the software and software updates. {For Government Reference Only: relates to CCI-003125}

c. administrator documentation that describes secure operation of the software {For Government Reference Only: relates to CCI-003124}

d. administrator documentation that describes effective use and maintenance of security functions or mechanisms for the software {For Government Reference Only: relates to CCI-003127}

e. administrator documentation that describes known vulnerabilities regarding configuration and use of administrative (i.e. privileged) functions for the software {For Government Reference Only: relates to CCI-003128}

f. user documentation that describes user-accessible security functions or mechanisms in the software and how to effectively use those security functions or mechanisms {For Government Reference Only: relates to CCI-003129}

g. user documentation that describes methods for user interaction which enables individuals to use the software in a more secure manner {For Government Reference Only: relates to CCI-003130}

h. user documentation that describes user responsibilities in maintaining the security of the software {For Government Reference Only: relates to CCI-003131}

1.8.8.2 For HVAC Control System Devices

1.8.8.2.1 HVAC Control System Devices FULLY Supporting User Accounts

For all HVAC Control System Devices which FULLY support user accounts, provide:

a. Documentation that describes secure configuration of the device {For Government Reference Only: relates to CCI-003124}

b. Documentation that describes secure operation of the device {For Government Reference Only: relates to CCI-003124}

c. Documentation that describes effective use and maintenance of security functions or mechanisms for the device {For Government Reference Only: relates to CCI-003127}

d. Documentation that describes known vulnerabilities regarding configuration and use of administrative (i.e. privileged) functions for the device {For Government Reference Only: relates to CCI-003128}

e. Documentation that describes user-accessible security functions or mechanisms in the device and how to effectively use those security functions or mechanisms; or a specific indication that there are no user-accessible security functions or mechanisms in the device {For Government Reference Only: relates to CCI-003129}

f. Documentation that describes methods for user interaction which enables individuals to use the device in a more secure manner {For Government Reference Only: relates to CCI-003130}

1.8.8.2.2 All Other HVAC Control System Devices

For all HVAC Control System Devices which do not FULLY support user accounts, provide:

a. Documentation that describes secure configuration of the device; or a specific indication that there are no secure configuration steps that apply {For Government Reference Only: relates to CCI-003124}

b. Documentation that describes effective use and maintenance of security functions or mechanisms for the device; or a specific indication that there are no security functions or mechanisms in the device {For Government Reference Only: relates to CCI-003127}

c. For devices which include a user interface, documentation that describes methods for user interaction which enables individuals to use the device in a more secure manner {For Government Reference Only: relates to CCI-003130}

1.8.8.3 Default Requirements for Control System Devices

For control system devices where Control System Cybersecurity Documentation requirements are not otherwise indicated in this Section,

provide:

a. Documentation that describes secure configuration of the device {For Government Reference Only: relates to CCI-003124}

b. Documentation that describes secure installation of the device {For Government Reference Only: relates to CCI-003125}

c. Documentation that describes secure operation of the device {For Government Reference Only: relates to CCI-003124}

d. Documentation that describes effective use and maintenance of security functions or mechanisms for the device {For Government Reference Only: relates to CCI-003127}

e. Documentation that describes known vulnerabilities regarding configuration and use of administrative (i.e. privileged) functions for the device {For Government Reference Only: relates to CCI-003128}

f. Documentation that describes user-accessible security functions or mechanisms in the device and how to effectively use those security functions or mechanisms {For Government Reference Only: relates to CCI-003129}

g. Documentation that describes methods for user interaction which enables individuals to use the device in a more secure manner {For Government Reference Only: relates to CCI-003130}

h. Documentation that describes user responsibilities in maintaining the security of the device {For Government Reference Only: relates to CCI-003131}

i. Documentation of the published last date of support by the manufacturer or indication that a published date is not available. {For Government Reference Only: relates to CCI-003374}

1.9 SOFTWARE LICENSING

{For Government Reference Only: This subpart (and its subparts) relates to SI-2(a), SI-2(c), SI-7(14); CCI-001227, CCI-002605, CCI-002737}

For all software provided that has not already been licensed to the government or project site, provide a license to the Government for a period of no less than 5 years, and the license must also include the following software updates:

a. Security and bug-fix patches issued by the software manufacturer.

b. Security patches to address any vulnerability identified in the National Vulnerability Database at http://nvd.nist.gov with a Common Vulnerability Scoring System (CVSS) severity rating of MEDIUM or higher.

Provide a single Software Licenses submittal with documentation of the software licenses for all software provided

1.10 CYBERSECURITY DURING CONSTRUCTION

{For Government Reference Only: This subpart (and its subparts) relates

to AC-18, CA-3; CCI-000258}

In addition to the control system cybersecurity requirements indicated in this section, meet following requirement throughout the construction process.

1.10.1 Contractor Computer Equipment

Contractor owned computers may be used for construction. Contractor computers connected to the control system, control system network, or a control system component at any point during construction must meet the following requirements:

1.10.1.1 Operating System

The operating system must be an operating system currently supported by the manufacturer of the operating system. The operating system must be current on security patches and operating system manufacturer required updates.

1.10.1.2 Anti-Malware Software

The computer must run anti-malware software from a reputable software manufacturer. Anti-malware software must be a version currently supported by the software manufacturer, must be current on all patches and updates, and must use the latest definitions file. Computers used on this project must perform a full antivirus scan at least once per day. Computers which have connected to any other network since the last full antivirus scan must perform a full antivirus scan prior to connection to the control system network or to the temporary contractor-installed IP network. Perform an antivirus scan on all removable media (e.g., external hard drives, CDs, DVDs, USB flash drives) prior to connecting to the control system environment.

1.10.1.3 Passwords and Passphrases

The passwords and passphrases for computers, applications, and web-based applications supporting passwords must be changed from their default values. Passwords must be a minimum of eight characters with a minimum of one uppercase letter, one lowercase letter, one number and one special character.

1.10.1.4 User-Based Authentication

Each user must have a unique account; sharing of a single account between multiple users is prohibited.

1.10.1.5 Demonstration of Compliance

The Government has the right to require demonstration of computer compliance with these requirements at any time during the project.

1.10.1.6 Contractor Computer Cybersecurity Compliance Statements

Provide a single submittal containing completed Contractor Computer Cybersecurity Compliance Statements for each company using contractor owned computers. Contractor Computer Cybersecurity Compliance Statements must use the template published at https://www.wbdg.org/dod/ufgs/ufgs-25-05-11. Each Statement must be

signed by a cybersecurity representative for the relevant company.

1.10.2 Temporary IP Networks

Temporary contractor-installed IP networks may be used during construction. When used, temporary contractor-installed IP networks connected to the control system, control system network, or a control system component at any point during construction must meet the following requirements:

1.10.2.1 Network Boundaries and Connections

The network must not extend outside the project site and must not connect to any IP network other than those specifically provided or furnished for this project. Any and all access to the network from outside the project site is prohibited.

1.10.3 Government Access to Network

Government personnel must be allowed to have complete and immediate access to the network at any time in order to verify compliance with this specification.

1.10.4 Temporary Wireless IP Networks

In addition to the other requirements on temporary IP networks, temporary wireless IP (WiFi) networks, when permitted, must not interfere with existing wireless networks, must use WPA2 security and must not broadcast the network name (SSID). Network names (SSID) for wireless networks must be changed from their default values.

1.10.5 Passwords and Passphrases

The passwords and passphrases for all network devices and network access must be changed from their default values. Passwords must be a minimum 8 characters with a minimum of one uppercase letter, one lowercase letter, one number and one special character.

1.10.6 Contractor Temporary Network Cybersecurity Compliance Statements

Provide a single submittal containing completed Contractor Temporary Network Cybersecurity Compliance Statements for each company implementing a temporary IP network. Contractor Temporary Network Cybersecurity Compliance Statements must use the template published at https://www.wbdg.org/dod/ufgs/ufgs-25-05-11. Each Statement must be signed by a cybersecurity representative for the relevant company. If no temporary IP networks will be used, provide a single copy of the Statement indicating this.

1.11 CYBERSECURITY DURING WARRANTY PERIOD

All work performed on the control system after acceptance must be performed using Government Furnished Equipment or equipment specifically and individually approved by the Government.

PART 2 PRODUCTS

All products used on this project must meet the indicated requirements,

but not all products specified here will be required by every project.

2.1 ETHERNET SWITCH

Provide Open Systems Interconnection (OSI) Layer 2 Ethernet switches with the following capabilities, and with an interface to support switch configuration for these capabilities:

2.1.1 Required Functionality

Switches must:

a. Copper Ethernet ports must auto negotiate for 10, 100 and 1000 megabits-per-second links.

b. Be capable of implementing port level access control by MAC address and limit the number of MAC addresses to one MAC address per port.

c. For MODERATE Impact Systems, be capable of implementing per-port access control lists (ACLs) where the list can be filtered by source and destination IP addresses, and by source and destination UDP or TCP ports.

d. Support Remote Network Monitoring (RMON) Port Analysis in accordance with IETF RFC 2819

e. Configure target port and analysis port such that switch clones all target port traffic to analysis port.

f. Support authentication via RADIUS server (for management and 802.1x)

g. Support IEEE 802.1x network login.

2.1.2 Configuration Requirements

Switches must:

a. Support configuration save and restore.

b. Support both manual IP address assignment and acquisition of a dynamic IP address via Dynamic Host Configuration Protocol (DHCP).

c. Be capable of limiting access for configuration to one or more of: a web interface using HTTPS, a command line interface using SSH, or an SNMP connection using SNMP version 3 or later.

d. Support the ability to lock configuration capability to a dedicated management port.

2.2 DAISY CHAIN IP CONTROLLERS

Controllers used as Daisy Chain IP Controllers must be IP controllers with exactly two Ethernet network connections and basic built-in switch capabilities to allow implementation of an Ethernet network in a daisy chain architecture. Switches incorporated by Daisy Chain IP Controllers are not required to meet the requirements for Ethernet Switches as defined in this Section.

PART 3 EXECUTION

3.1 CYBERSECURITY HARDENING AND CONFIGURATION GUIDES

Install, configure, and harden all hardware and software furnished on this project in accordance with manufacturer provided documentation, procedures, or methods for secure configuration or installation. Do not implement specific hardening actions if that action would conflict with required functionality or another requirement of this Section.

3.2 NETWORK REQUIREMENTS

3.2.1 Information Flow Enforcement In MODERATE Impact Systems

{For Government Reference Only: This subpart (and its subparts) relate to AC-4; CCI-001368, CCI-001414, CCI-001548, CCI-001549, CCI-001550, CCI-001551}

Install and configure Ethernet switches to block all traffic on all ports not required by the control protocol.

3.2.2 Wireless and Wired Broadcast Communication

{For Government Reference Only: This subpart (and its subparts) relates to AC-18, AC-18(3); CCI-001438, CCI-001439, CCI-002323, CCI-001441, CCI-001449}

Unless explicitly authorized by the Government, do not use any wireless or wired broadcast communication. If requesting authorization for wireless or wired broadcast communication, wired broadcast media such as powerline carrier is preferred to wireless.

3.2.2.1 Wireless and Wired Broadcast IP Communications

Do not install wireless or wired broadcast IP networks, including: do not install a wireless access point; do not install or configure an ad-hoc wireless network; do not install or configure a WiFi Direct communication.

When explicitly authorized by the Government, wireless IP communication may be used to communicate with an existing wireless network.

3.2.2.2 Non-IP Wireless Communication

For MODERATE Impact Systems: When non-IP wireless communication is explicitly authorized by the Government, the radios must meet NIST FIPS 140-2 Level 2.

3.2.2.3 Wireless and Wired Broadcast Communication Request

Provide a report documenting the proposed use of wireless or wired broadcast communication prior to device selection using the Wireless and Wired Broadcast Communication Request Schedule at https://www.wbdg.org/dod/ufgs/ufgs-25-05-11. If there is no proposed use of wireless or wired broadcast communication, provide a document indicating this instead of the Request Schedule.

For each device proposed to use wireless or wired broadcast communication show: the device identifier, a description of the device, the location of the device, the device identifiers of other devices communicating with the

device, the protocol used for communication, encryption type and strength. For wireless communication, also show: RF Frequency, Radiated Power in dBm (decibel with a milliwatt reference), free-space range, and the expected as-installed range.

3.2.2.4 Wireless Communication Testing

As part of Performance Verification Testing (PVT), conduct testing of wireless communication for all devices indicated on the approved Wireless and Wired Broadcast Communication Request as requiring testing.

To test wireless communication, test for wireless network reception at multiple points along the wireless test boundary in the vicinity of the wireless device, and record whether a network connection can be established at each point. The wireless test boundary is the building exterior walls. If wireless testing is required, provide a Wireless Communication Test Report documenting the testing points and results at each point for each wireless device.

3.2.3 Non-IP Control Networks

When control system specifications require particular communication protocols, use only those communication protocols and only as specified. Do not implement any other communication protocol.

When control system specifications do not indicate requirements for communication protocols, use only those protocols required for operation of the system as specified.

3.2.4 IP Control Networks

{For Government Reference Only: This subpart relates to CM-6(a), CM-7(a), CM-7(b), CM-7(1)(b), SC-41; CCI-001588, CCI-000381, CCI-000380, CCI-000381, CCI-000382, CCI-001761, CCI-001762, CCI-002544, CCI-002545, CCI-002546. For Moderate Impact Systems, this subpart (and its subparts) also relates to SC-5(1), SC-5(2); CCI-001094 CCI-001095}

IP Networks must be Ethernet networks and must use switches which are Ethernet Switches or Daisy Chain IP Controllers as defined in this Section. Do not use nonsecure functions, ports, protocols and services as defined in DODI 8551.01 unless those ports, protocols and services are specifically required by the control system specifications or otherwise specifically authorized by the Government. Do not use ports, protocols and services that are not specified in the control system specifications or required for operation of the control system.

For MODERATE Impact Systems, unless explicitly authorized, do not use IP networks if the same control functionality is available through the use of non-IP networks.

3.2.4.1 IP Network Routers

Do not install any device that performs IP routing.

3.2.4.2 IP Devices With Multiple Ethernet Connections

Except for Ethernet Switches and Daisy Chain IP Controllers, devices must not have more than one Ethernet connection to IP networks unless doing so is required by the project specifications and the specific application is

approved. If a device with Multiple Ethernet Connections to IP networks is required, provide a Multiple Ethernet Connection Device Request using the Multiple Ethernet Connection Device Request Template at https://www.wbdg.org/dod/ufgs/ufgs-25-05-11 to request approval for each device. If a device with Multiple Ethernet Connections to IP networks is not required, instead provide a document stating that no approval is being requested.

3.2.5 Cryptographic Protection

{For Government Reference Only: This subpart relates to IA-2(9), IA-3(1), SC-8, SC-13, SC-23(1), SC-23(3); CCI-001942, CCI-001959, CCI-001967, CCI-002418, CCI-002449, CCI-002450, CCI-001185, CCI-001188, CCI-001664.}

All remote user interfaces must use HTTPS for all traffic between the user interface client and user interface server.

For devices that have STIG/SRGs related to cryptographic protection (CCI-002450), comply with the requirements of those STIG/SRGs. Ensure that all network traffic is encrypted using NSA-approved cryptography; provision of digital signatures and hashing, and FIPS-validated cryptography.

3.2.6 Device Identification and Authentication

{For Government Reference Only: This subpart (and its subparts) relates to IA-3; CCI-000777, CCI-000778, CCI-001958. For MODERATE Impact systems, this subpart (and its subparts) also relates to SC-23, SC-23(5); CCI-001184, CCI-002470.}

All computers must support and implement IEEE 802.1x for device authentication to the network.

3.2.6.1 For HVAC Control System Devices

Devices using HTTP as a control protocol must use HTTPS instead. Devices using Ethernet must support IEEE 802.1x. Devices using Fox Protocol must support IEEE 802.1x. Devices using BACnet must support network security as specified for BACnet Secure Connect in ASHRAE 135.

3.2.6.2 Default Requirements for Control System Devices

For control system devices where Device Identification and Authentication requirements are not otherwise indicated in this Section: Devices using Ethernet must support IEEE 802.1x. Devices using HTTP as a control protocol must use HTTPS instead.

3.2.7 Cryptographic Module Authentication

{For Government Reference Only: This subpart (and its subparts) relates to IA-7; CCI-000803}

For devices (including but not limited to NIST FIPS 140-2 compliant radios) that have STIG/SRGs related to cryptographic module authentication (CCI-000803), comply with the requirements of those STIG/SRGs.

3.3 ACCESS CONTROL REQUIREMENTS

3.3.1 User Accounts

{For Government Reference Only: This subpart (and its subparts) relate to AC-2(a), AC-3, AC-6(1), AC-6(10), AC-6(2), AC-6(9), CM-11(2), and IA-2; CCI-002110, CCI-000213, CCI-001558, CCI-002221, CCI-002222, CCI-002223, CCI-002235, CCI-000039, CCI-001419, CCI-002234, CCI-001812, and CCI-000764. For MODERATE Impact systems, this subpart (and its subparts) also relate to AC-2 (2), AC-2(3), AC-2(4), AC-6(1), and CM-5(1); CCI-001361, CCI-000017, CCI-000217, CCI-000018, CCI-001403, CCI-001404, CCI-001405, CCI-002130, CCI-001683, CCI-001684, CCI-001685, CCI-001686, CCI-002132, CCI-001558, CCI-002221, CCI-002222, CCI-002223, CCI-001813.}

Any user interface supporting user accounts (either FULLY or MINIMALLY) must limit access according to specified limitations for each account. Install and configure any device having a STIG or SRG in accordance with that STIG or SRG.

All user interfaces FULLY supporting accounts must implement user-based authentication where each account is uniquely assigned to a specific user. User interfaces FULLY supporting accounts must implement at least three (3) levels of user account privilege including: 1) an account with read-only permissions 2) an account with full permissions including account creation and modification and 3) an account with greater permissions than read-only but without account creation and modification. Disable any unnecessary or unused accounts. Disable any "guest-level" accounts that are created on the system by default.

3.3.1.1 Computers

All computer operating systems must FULLY support user accounts and implement accounts for access. Each control system software application not supporting accounts and running on a computer must be installed such that use of the software is restricted by the computer operating system to specific users.

Applications running on computers must not require the user be logged in to a computer operating system administrator account for normal operation. It is permissible to require the computer operating system administrator account for initial application installation and configuration.

3.3.1.2 Controllers

For user interfaces provided by controllers, provide access control in accordance with the User Interface Requirements table for the applicable control system and user interface type.

a. For table entries of "NA": NA means Not Applicable, there are no interfaces in this category.

b. For table entries of "None Required": The user interface is not required to support user accounts.

c. For table entries of "MINIMALLY": The user interface must at least MINIMALLY support user accounts.

d. For table entries of "FULLY": The user interface must at FULLY

support user accounts.

e. For table entries of "KEY": The user interface must have physical security in the form of either a key lock on the interface itself or be furnished inside a lockable enclosure. Where this is required for a read only interface, the lockable enclosure must prevent viewing of data on the interface; for other interfaces, this lockable enclosure must prevent using the interface to alter data.

f. For table entries of "Physical Security": For Local FULL interfaces, the interface must be located inside mission space. For Local Limited (not FULL) interfaces, the user interface must either a) be located within mission space or b) be protected by physical security at least as good as the control devices (and equipment controlled by the control devices) affected by the interface. For purposes of this requirement, 'affected' includes controllers with data that can be directly altered by the interface, as well as mechanical and/or electrical equipment directly controlled by those controllers, but does not include other interactions.

g. Entries of the form "X and Y" must meet both the requirement indicated for X and the requirement indicated for Y. For example, an entry of "MINIMALLY and Physical Security" indicates the user interface must both MINIMALLY support accounts and have physical security.

h. Entries of the form "X or Y" must meet either the requirement indicated for X or the requirement indicated for Y.

3.3.1.2.1 HVAC Control Systems

User Interface Requirements for MODERATE Impact HVAC Control Systems	
User Interface Type	**Access Control Requirement** (See note 3)
Local Read Only (see note 1)	None Required
Local Limited, Non-privileged	MINIMALLY
Local Limited, Privileged	MINIMALLY and Physical Security
Local Full	MINIMALLY and Physical Security
Remote Read Only	MINIMALLY
Remote Limited, Non-Privileged	FULLY
Remote Limited, Privileged AND Remote Full (see note 2)	FULLY

User Interface Requirements for MODERATE Impact HVAC Control Systems	
User Interface Type	**Access Control Requirement** (See note 3)
Notes: 1)Local Read Only User Interfaces are always Non-Privileged 2)Remote Full User Interfaces are always Privileged 3)Devices outside mission space require physical security protections as indicated (in "PHYSICAL SECURITY IN MODERATE IMPACT SYSTEMS")	

3.3.1.2.2 Electronic Security Systems (ESS)

User Interface Requirements for MODERATE Impact Electronic Security Systems	
User Interface Type	**Access Control Requirement** (See note 3)
Local Read Only (see note 1)	KEY
Local Limited, Non-privileged	NA
Local Limited, Privileged	FULLY
Local Full	FULLY and Physical Security
Remote Read Only	MINIMALLY
Remote Limited, Non-Privileged	NA
Remote Limited, Privileged AND Remote Full (see note 2)	FULLY
Notes: 1)Local Read Only User Interfaces are always Non-Privileged 2)Remote Full User Interfaces are always Privileged 3)Devices outside mission space require physical security protections as indicated (in "PHYSICAL SECURITY IN MODERATE IMPACT SYSTEMS")	

3.3.1.2.3 Default Requirements for Other Control Systems

For control system devices where User Interface Requirements are not otherwise indicated in this Section, use the Default User Interface Requirements tables.

Default User Interface Requirements for MODERATE Impact Control Systems	
User Interface Type	**Access Control Requirement** (See note 3)
Local Read Only (see note 1)	MINIMALLY

Default User Interface Requirements for MODERATE Impact Control Systems	
User Interface Type	**Access Control Requirement** (See note 3)
Local Limited, Non-privileged	MINIMALLY
Local Limited, Privileged	MINIMALLY and Physical Security
Local Full	MINIMALLY and Physical Security
Remote Read Only	MINIMALLY
Remote Limited, Non-Privileged	FULLY
Remote Limited, Privileged AND Remote Full (see note 2)	FULLY

Notes:
1)Local Read Only User Interfaces are always Non-Privileged
2)Remote Full User Interfaces are always Privileged
3)Devices outside mission space require physical security protections as indicated (in "PHYSICAL SECURITY IN MODERATE IMPACT SYSTEMS")

3.3.1.3 Additional User Account Expiration Requirements In MODERATE Impact Systems:

In addition to other user account requirements, user account expiration and auditing must be configured as indicated.

3.3.1.3.1 For Control System Applications Running on Computers

If temporary accounts are supported, expire temporary accounts 72 hours after creation. Expire all other accounts after 35 days of inactivity.

3.3.1.3.2 For Other Control System Devices FULLY Supporting Accounts

If temporary accounts are supported, expire temporary accounts 72 hours after creation. Expire all other accounts after 365 days of inactivity.

3.3.2 Unsuccessful Logon Attempts

{For Government Reference Only: This subpart (and its subparts) relate to AC-7 (a), AC-7 (b); CCI-000043, CCI-000044, CCI-001423, CCI-002236, CCI-002237, CCI-002238}

Except for high availability user interfaces indicated as exempt, devices must meet the indicated requirements for handling unsuccessful logon attempts. If a device cannot meet these requirements, document device capabilities to protect from subsequent logon attempts and propose alternate protections in a Device Account Lock Exception Request submittal. Do not implement alternate protection measures in lieu of the indicated requirements without explicit permission from the Government. If no Device Account Lock Exceptions are requested, provide a document stating that no approval is being requested as the Device Account Lock Exception Request.

3.3.2.1 Devices MINIMALLY Supporting Accounts

For MODERATE Impact Systems: Devices which MINIMALLY (but not FULLY) support accounts must lock the user accountafter five consecutive failed login attempts and must unlock the user account after 60 minutes have elapsed without an unsuccessful login attempt or by a successful login to a separate administrator account.

3.3.2.2 Devices FULLY Supporting Accounts

Devices which FULLY support accounts must meet the following requirements.

a. It must lock the user account when three unsuccessful logon attempts occur within a 15 minute interval.

b. Once an account is locked, the account must stay locked until unlocked by an administrator. If the account being locked is the sole administrator account on the device, the account must stay locked for 1 hour and then automatically unlock.

c. Once the indicated number of unsuccessful logon attempts occurs, delay further logon prompts by 5 seconds.

3.3.3 System Use Notification

{For Government Reference Only: This subpart (and its subparts) relates to AC-8; CCI-000048, CCI-002247, CCI-002243, CCI-002244, CCI-002245, CCI-002246, CCI-000050, CCI-002248}

3.3.3.1 System Use Notification for Remote User Interfaces

Remote user interfaces must display a warning banner meeting the requirements of DTM 08-060 on screen.

3.3.3.2 System Use Notification for Local User Interfaces

Devices which are connected to a network and have a local user interface must display a warning banner meeting the requirements of DTM 08-060 on the user interface screen if capable of doing so and must have a permanently affixed label with an approved banner from DTM 08-060 if unable to display the warning banner on the screen. Where it is impractical (perhaps due to device size) to affix the label to the device, affix the label to the device enclosure.

Labels must be machine printed or engraved, plastic or metal, designed for permanent installation, must use a font no smaller than 14 point, and must provide a high contrast between font and background colors.

3.3.4 Session Lock and Session Termination Requirements In MODERATE Impact Systems:

{For Government Reference Only: This subpart (and its subparts) relates to AC-11(a), AC-11(b), AC-11(1), AC-12, SC-10; AC-10; CCI-000058, CCI-000059, CCI-000056, CCI-000057, CCI-000060, CCI-002360, CCI-002361, CCI-001133, CCI-001134, CCI-000054, CCI-000055, CCI-002252}

3.3.4.1 Session Termination

When session termination is required for a User Interface, the User Interface must implement session termination a) based on manual initiation, or b) based on lack of activity, or c) based on either manual initiation or lack of activity, as indicated.

Session Termination must result in logging out the user. A logged out User Interface may only perform actions as indicated in the "Permitted Actions Without Identification or Authentication" subpart of this Section or display a publicly viewable image or blank screen. User Interfaces must remain logged out (session terminated) until a user enters correct authentication information, which must initiate a new session. All User Interfaces running on computers and all Remote User Interfaces must also terminate network connections as part of session termination.

3.3.4.2 Session Lock

When session lock is required for a User Interface, the User Interface must implement session lock a) based on manual initiation, or b) based on lack of activity, or c) based on either manual initiation or lack of activity, as indicated.

Session lock must result in the User Interface being suspended and the user interface must display a publicly viewable image or blank screen. No interaction with the user interface must be possible until either a) the same user enters valid authentication information, in which case that session must be continued, or b) until a different user enters valid authentication information at which point the first session must be terminated and a new session initiated for the new user.

3.3.4.3 Session Lock and Termination for Computers

User Interface sessions provided by computer operating systems must support the requirement for both Session Lock and Session Termination. Session Lock and Session Termination must be capable of being initiated by the user and must also be initiated by lack of activity. Session Lock must occur after 15 minutes of inactivity, and Session Termination must occur after 30 minutes total of inactivity (including, not in addition to, the time for Session Lock). When a user initiates a new session, terminate existing sessions if necessary to limit the total number of concurrent sessions to 1.

Other User Interface sessions running on computers (for local user interfaces) or hosted on a computer (for remote user interfaces) and supporting accounts must support user initiation of Session Termination and session lock. Session lock may be initiated by user initiation or automatically after 15 minutes of inactivity. In addition, remote User Interface sessions must also initiate Session Termination after 30 minutes of inactivity .

3.3.4.4 Session Lock and Termination for Controllers

Writable Remote User Interfaces must support requirements for Session Termination, and must both be capable of being initiated by the user and initiated by lack of activity. Session Termination must initiate after 30 minutes of inactivity.

Local User Interfaces supporting accounts must support manual initiation

of Session Termination. Privileged Local User Interfaces must also support timed initiation of Session Termination, unless otherwise indicated in the Session Lock and Termination Exceptions table, with Session Termination initiated at 30 minutes of inactivity. They must also support session lock, where session lock may be initiated by user initiation or automatically after 15 minutes of inactivity.

3.3.5 Permitted Actions Without Identification or Authentication

{For Government Reference Only: This subpart (and its subparts) relates to AC-14; CCI-000061, CCI-000232}

The control system must require identification and authentication before allowing any actions except read-only actions by a user acting from a user interface which MINIMALLY or FULLY supports accounts.

3.3.6 Physical Security in MODERATE Impact Systems

{For Government Reference Only: This subpart relates to PE-3(1), PE-4, PE-5, SC-7(a), SC-7(c), SC-8, SC-8(1); CCI-000928, CCI-002926, CCI-000936, CCI-002930, CCI-002931, CCI-000937, CCI-001097, CCI-001109, CCI-002418, CCI-002419, CCI-002421.}

3.3.6.1 Physical Security for Media

3.3.6.1.1 Physical Security for Media Inside Mission Space

Install all non-IP network media located inside of the mission space in conduit. Install all IP network media located inside of the mission space in intermediate metallic conduit.

3.3.6.1.2 Physical Security for Media Outside Mission Space

Install all network media (both IP and non-IP) located outside of the mission space in rigid metallic conduit.

3.3.6.2 Physical Security for Devices

Install all devices (computers and controllers) which are located outside of mission space in lockable enclosures. (Recall that per definition of mission space, a room controlled by the mission is mission space regardless of whether it is contiguous with other mission space.)

Install all controllers connected to an IP network in lockable enclosures (both inside and outside of mission space).

3.3.7 Enclosures

Prior to final acceptance of the system, lock all lockable enclosures. Submit an Enclosure Keys submittal with all copies of keys for all enclosures and a key inventory list documenting all keys. Label each key with the matching enclosure identifier.

3.4 USER IDENTIFICATION AND AUTHENTICATION

{For Government Reference Only: This subpart (and its subparts) relates to IA-2, IA-2(1),IA-2(12), IA-5 IA-5(b), IA-5(c), IA-5(e), IA-5(g), IA-5(1), IA-5(11); CCI-000764, CCI-000765, CCI-001953, CCI-001954, CCI-001544, CCI-001989, CCI-000182, CCI-001610, CCI-000192, CCI-000193,

CCI-000194, CCI-000205, CCI-001619, CCI-001611, CCI-001612, CCI-001613, CCI-001614, CCI-000195, CCI-001615, CCI-000196, CCI-000197, CCI-000199, CCI-000198, CCI-001616, CCI-001617, CCI-000200, CCI-001618, CCI-002041, CCI-002002, CCI-002003. For MODERATE Impact systems, this subpart also relates to AC-6 (1), AC-6(10), AC-6(2), AC-6(9)-IA-2(4), IA-5(13); CCI-001558, CCI-002221, CCI-002222, CCI-002223, CCI-002235, CCI-000039, CCI-001419, CCI-002234, CCI-000768, CCI-002007.}

This subpart indicates requirements for specific methods of identification and authentication for users and user accounts. Where these requirements conflict apply the following order of precedence: 1) If present, Device Specific Requirements take precedence over any other requirements; and then 2) multifactor authentication requirements take precedence over password requirements.

3.4.1 User Identification and Authentication for All System Types

Unless otherwise indicated, all user interfaces supporting accounts (either FULLY or MINIMALLY) must implement Identification and Authorization via passwords.

For MODERATE Impact Systems:User interfaces provided by computer operating systems must implement multifactor authentication via PIV. Software running on computers and computer operating systems must manage cached authenticators in accordance with the relevant STIGs. All other devices and software must not use cached authenticators.

3.4.2 User Identification and Authentication for Specific System Types

System specific requirements are in addition to and supersede those indicated for all system types. When no additional requirements are indicated for a specific system type the requirements for all systems still apply to that system type.

3.4.2.1 HVAC Control Systems Devices

No additional system specific requirements apply.

3.4.3 Password-Based Authentication Requirements

3.4.3.1 Passwords for Software and Applications Running on Computers

All software and applications running on computers supporting password-based authentication must enforce the following requirements:

a. Minimum password length of 12 characters

b. Password must contain at least one uppercase character.

c. Password must contain at least one lowercase character.

d. Password must contain at least one numeric character.

e. Password must contain at least one special character. The list of supported special characters must include at least 4 separate characters.

f. Password must have a minimum lifetime of 24 hours.

g. Password must have a maximum lifetime of 60 days. When passwords expire, prompt users to change passwords. Do not lock accounts due to expired passwords.

h. Password must differ from previous five passwords, where differ is defined as changing at least 50 percent of the characters (where location is significant, a character may be reused if it is in a different position).

i. Passwords must be cryptographically protected during storage and transmission.

3.4.3.2 Passwords for Controllers FULLY Supporting Accounts

All controllers FULLY supporting accounts and supporting password-based authentication must enforce the following requirements:

a. Minimum password length of 12 characters

b. Password must contain at least one uppercase character.

c. Password must contain at least one lowercase character.

d. Password must contain at least one numeric character.

e. Password must contain at least one special character. The list of supported special characters must include at least 4 separate characters.

f. Password must have a maximum lifetime of sixty (60) days. When passwords expire, prompt users to change passwords. Do not lock accounts due to expired passwords.

g. Password must differ from previous five passwords, where differ is defined as changing at least 50 percent of the characters.

h. Passwords must be cryptographically protected during storage and transmission.

3.4.3.3 Passwords for Remote Interfaces

Passwords for connecting to a Remote User Interface supporting password-based authentication must enforce the following requirements:

a. Minimum password length of 12 characters

b. Password must contain at least one uppercase character.

c. Password must contain at least one lowercase character.

d. Password must contain at least one numeric character.

e. Password must contain at least one special character. The list of supported special characters must include at least 4 separate characters.

f. Password must have a maximum lifetime of 60 days. When passwords expire, prompt users to change passwords. Do not lock accounts due to expired passwords.

g. Password must differ from previous five passwords, where differ is defined as changing at least 50 percent of the characters (where location is significant, a character may be reused if it is in a different position).

h. Passwords must be cryptographically protected during storage and transmission.

3.4.3.4 Passwords for Devices Minimally Supporting Accounts

Devices MINIMALLY supporting accounts must support passwords with a minimum length of four characters.

3.4.3.5 Password Configuration and Reporting

For all devices with a password, change the password from the default password. Coordinate selection of passwords with the Password Point of Contact. Do not use the same password for more than one device unless specifically instructed to do so. Provide a Confidential Password Report documenting the password for each device and describing the procedure to change the password for each device.

Do not provide the Password Summary Report in electronic format. Provide two hardcopies of the Password Summary Report, each copy in its own sealed envelope.

For all devices with a password, coordinate the changing of passwords with the project site following testing of the system but prior to turnover to the Government. Coordinate with Password Point of Contact to determine appropriate project site personnel to complete password changes. Accompany identified personnel to each device with a password and instruct personnel on the process of changing password. Record the time, date and personnel present when each device's password is changed and submit a Password Change Summary Report documenting this information.

Provide the Password Summary Report electronically in both PDF and Microsoft Excel.

3.4.4 Authenticator Feedback

{For Government Reference Only: This subpart relates to IA-6; CCI-000206}

Devices must never show authentication information, including passwords, on a display. Devices that momentarily display a character as it is entered, and then obscure the character, are acceptable. For devices that have STIGs or SRGs related to obscuring of authenticator feedback (CCI-000206), comply with the requirements of those STIGS/SRGs.

3.4.5 Implementation of PKI Infrastructure in Moderate Impact Systems

Coordinate with the PKI Infrastructure Point of Contact to configure the system to implement PKI such that the system validates certifications by constructing and verifying a certification path to an accepted trust anchor including checking certificate status information; the system enforces authorized access to the corresponding private key; the system maps the authenticated identity to the account of the individual or group; and the system implements a local cache of revocation data to support path discovery and validation in case of inability to access revocation

information via the network.

3.5 CYBERSECURITY AUDITING

Where an auditing requirement exists for email notification, notify via email the application administrator and Information System Security Officer (ISSO) of the event. Coordinate with the Email Address Point of Contact for email addresses. If outgoing email is not available to the system, disable email notifications.

3.5.1 Audit Events, Content of Audit Records, and Audit Generation

{For Government Reference Only: This subpart (and its subparts) relates to AU-2(a), AU-2(c), AU-2(d), AU-3, AU-10, AU-12, AU-14(b), AU-14(1), AU-14(2), AU-14(3), CM-5(1), SC-7 (9); CCI-000123, CCI-001571, CCI-000125, CCI-001485, CCI-000130, CCI-000131, CCI-000132, CCI-001230, CCI-000133, CCI-000134, CCI-001487, CCI-000166, CCI-001899, CCI-000169, CCI-001459, CCI-000171, CCI-000172, CCI-001910, CCI-001914, CCI-001919, CCI-001464, CCI-001462, CCI-001920, CCI-001814, CCI-002400. For MODERATE Impact systems, this subpart (and its subparts) also relates to AU-3 (1); CCI-000135, CCI-001488}

For devices that have STIG/SRGs related to audit events, content of audit records or audit generation, comply with the requirements of those STIG/SRGs.

If auditing requirements can be met using existing control system alarm or event capabilities, those existing capabilities may be used to meet these requirements.

3.5.1.1 Computers

For each computer, provide the capability to select audited events and the content of audit logs. Configure computers to audit the indicated events, and to record the indicated information for each auditable event. Send logs to a syslog server that is only accessible via accounts on the system with privileged level access.

3.5.1.1.1 Audited Events

Configure each computer to audit the following events:

a. Successful and unsuccessful attempts to access, modify, or delete privileges, security objects, security levels, or categories of information (e.g. classification levels)

b. Successful and unsuccessful logon attempts

c. Successful logouts

d. Privileged activities or other system level access

e. Concurrent logons from different workstations

f. Successful and unsuccessful accesses to objects

g. Program initiations

h. Direct access to the information system

i. Account creations, modifications, disabling, and terminations. For MODERATE Impact Systems, also provide email notification when these audit events occur.

j. Kernel module load, unload, and restart

3.5.1.1.2 Audit Event Information To Record

Configure each computer to record, for each auditable event, the following information (where applicable to the event):

a. What type of event occurred

b. When the event occurred

c. Where the event occurred

d. The source of the event

e. The outcome of the event

f. The identity of any individuals or subjects associated with the event

g. For MODERATE Impact Systems: For all privileged commands, full-text recording of the executed command and the user executing the command

For MODERATE Impact Systems: Audit records must provide sufficient detail to reconstruct events to determine cause of compromise and magnitude of damage, malfunction, or security violation.

3.5.1.2 For HVAC Control System Controllers

3.5.1.2.1 HVAC Control System Controllers FULLY Supporting User Accounts

For each controller which FULLY supports accounts, provide the capability to select audited events and the content of audit logs. Configure controllers to audit the indicated events, and to record the indicated information for each auditable event.

3.5.1.2.1.1 Audited Events

Configure each controller to audit the following events:

a. Successful and unsuccessful logon attempts to the controller

b. Successful logouts

c. All account creations, modifications, disabling, and terminations. For MODERATE Impact Systems, also provide email notification when these audit events occur.

d. All controller shutdown and startup

e. For privileged user interfaces in MODERATE Impact Systems: All user commands.

3.5.1.2.1.2 Audit Event Information To Record

Configure each controller to record, for each auditable event, the following information (where applicable to the event):

a. what type of event occurred

b. when the event occurred

c. the identity of any individuals or subjects associated with the event

d. For privileged user interfaces in MODERATE Impact Systems: Full text recording of the executed command and the user executing the command.

For MODERATE Impact Systems: Audit records must provide sufficient detail to reconstruct events to determine cause of compromise and magnitude of damage, malfunction, or security violation.

3.5.1.2.2 Other HVAC Control System Controllers

There are no requirements to perform auditing at HVAC field controllers that do not FULLY support accounts.

3.5.1.3 Default Requirements for Control System Controllers

For control system controllers where Audit Events, Content of Audit Records, and Audit Generation are not otherwise indicated in this Section:

3.5.1.3.1 Controllers Which FULLY Support Accounts

For each controller which FULLY supports accounts, provide the capability to select audited events and the content of audit logs. Configure controllers to audit the indicated events, and to record the indicated information for each auditable event.

3.5.1.3.1.1 Audited Events

Configure each controller to audit the following events:

a. Successful and unsuccessful attempts to access, modify, or delete privileges, security objects, security levels, or categories of information (e.g. classification levels)

b. Successful and unsuccessful logon attempts

c. Successful logouts

d. Concurrent logons from different workstations

e. All account creations, modifications, disabling, and terminations. For MODERATE Impact Systems, also provide email notification when these audit events occur.

f. All kernel module load, unload, and restart

g. For privileged user interfaces in MODERATE Impact Systems: All user commands.

3.5.1.3.1.2 Audit Event Information To Record

Configure each controller to record, for each auditable event, the following information (where applicable to the event):

a. what type of event occurred

b. when the event occurred

c. where the event occurred

d. the source of the event

e. the outcome of the event

f. the identity of any individuals or subjects associated with the event

g. For privileged user interfaces in MODERATE Impact Systems: Full text recording of the executed command and the user executing the command.

For MODERATE Impact Systems: Audit records must provide sufficient detail to reconstruct events to determine cause of compromise and magnitude of damage, malfunction, or security violation

3.5.1.3.2 Controllers Which Do Not FULLY Support Accounts

For each controller which does not FULLY support accounts configure the controller to audit all controller shutdown and startup events and to record for each event the type of event and when the event occurred.

3.5.2 Audit Time Stamps

{For Government Reference Only: This subpart (and its subparts) relates to AU-8; CCI-000159, CCI-001889, CCI-001890. For MODERATE Impact systems, this subpart (and its subparts) also relates to AU-8 (1); CCI-001891, CCI-001892, CCI-002046.}

Any device (computer or controller) generating audit records must have an internal clock capable of providing time with a resolution of one second. Clocks must not drift more than 10 seconds per day. Configure the system so that each device (computer or controller) generating audit records maintains accurate time to within 1 second. Note that if the control system specifications include requirement for clocks, the most stringent requirement applies.

3.5.3 Auditing Front End Software

The project site currently has the following software to support control system auditing: none. If there is no existing auditing front end software or the software is not compatible with the provided control systems, provide Auditing Front End Software with audit log import and upload, export, notification, and analysis functionality. The Auditing Front End Software may be provided as a component of the control system front end or as a separate software package, and a single package may serve multiple control systems provided under the same projects if they are sharing a cybersecurity authorization.

3.5.3.1 Import and Upload Requirements

Auditing Front End Software must be capable of importing audit logs from the Device Audit Record Upload Software and of uploading audit logs over the network from all control system devices supporting network upload of audit logs.

3.5.3.2 Export Requirements

Auditing Front End Software must be capable of exporting to a file format supported by Microsoft Excel.

3.5.3.3 Notification Of Audit Failure in Devices in MODERATE Impact Systems

The auditing front end software must be capable of receiving notifications of audit failure from control system devices and computers and be able to provide email notification based on receipt of the notification.

3.5.3.4 Audit Reduction and Report Generation In MODERATE Impact Systems

{For Government Reference Only: This subpart (and its subparts) relates to AU-6(4), AU-7(a), AU-7(b), AU-7(1), AU-12(1); CCI-000154, CCI-001875, CCI-001876, CCI-001877, CCI-001878, CCI-001879, CCI-001880, CCI-001881, CCI-001882, CCI-000158, CCI-000173, CCI-000174, CCI-001577.}

Auditing Front End Software must provide audit reduction and reporting capabilities that supports on-demand review and analysis, on demand reporting, and after the fact investigations of security incidents. The software must be able to combine audit records from all components within the system and analyze them as a single audit record. The software must correct for discrepancies in timestamps of audit logs from different sources and be able to account for discrepancies up to 2 seconds between sources. The software must not alter original audit record content or time ordering of audit records. The software must have the capability to filter audit records using user-defined fields within the audit records.

The audit reduction and reporting capabilities may incorporate third party application, such as Excel or Access.

3.5.4 Audit Storage Capacity and Audit Upload

{For Government Reference Only: This subpart (and its subparts) relates to AU-4; CCI-001848, CCI-001849}

The creation of audit records must never interfere with normal device operation. Devices must cease collection of auditing information if required to maintain normal operation.

a. For devices that have STIG/SRGs related to audit storage capacity (CCI-001848 or CCI-001849) comply with the requirements of those STIG/SRGs.

b. For controllers capable of generating audit records, provide 60 days worth of secure local storage, assuming 10 auditable events per day.

3.5.4.1 Audit Log Storage Notification In MODERATE Impact Systems

{For Government Reference Only: This subpart (and its subparts) relates to AU-5(1); CCI-001855.}

Controllers storing audit logs must provide notification when audit logs reach 75 percent of capacity either directly through email or indirectly by sending a notification to a computer, and the computer sending an email. Computers storing audit logs must provide notification when audit logs reach 75 percent of capacity directly through email.

3.5.4.2 Device Audit Record Upload Software

For each device (computer or controller) required to audit events and for which audit logs cannot be uploaded over the network by the Auditing Front End Software, provide and license to the Government software implementing a secure mechanism of uploading audit records from the device and exporting them to the Auditing Front End Software. Where different devices use different software, provide software of each type required to upload audit logs from all devices.

When Device Audit Record Upload Software is capable of uploading audit logs over the network, install Device Audit Record Upload Software on the same computer as the Auditing Front End Software. Submit copies of device audit record upload software if this function is not part of the software provided with the control system to meet requirements of other Sections. If there are no devices requiring this software, provide a document stating this in lieu of this submittal.

3.5.5 Response to Audit Processing Failures

{For Government Reference Only: This subpart (and its subparts) relates to AU-5; CCI-000139, CCI-000140, CCI-001490.}

In the case of a failure in the auditing system, computers associated with auditing must provide email notification. For MODERATE Impact systems, the computer must also notify the associated auditing front end software. In case of an audit failure, if possible, continue to collect audit records by overwriting existing audit records.

For MODERATE Impact Systems: In the case of an audit failure at a controller performing auditing, the device must notify the associated auditing front end software of the audit failure if able, and must continue to collect audit records by overwriting existing audit records if able. The auditing front end software must provide notification as indicated, treating the notification of failure from the device as a failure in the auditing system.

3.6 REQUIREMENTS FOR LEAST FUNCTIONALITY

{For Government Reference Only: This subpart (and its subparts), along with the Network Communication, Ports, Protocols and Services Report submittal specified elsewhere in this section, relates to CM-6(a), CM-6(c), CM-7, CM-7(1)(b), SC-41; CCI-000363, CCI-000364, CCI-000365, CCI-001588, CCI-001755, CCI-000381, CCI-000380, CCI-000382, CCI-001761, CCI-001762, CCI-002544, CCI-002545, CCI-002546. For MODERATE Impact systems, this subpart (and its subparts) also relates to CM-7(2), CM-7(5)(a), CM-7(5)(b); CCI-000381, CCI-000380, CCI-000382, CCI-001761, CCI-001762}

For devices that have a STIG or SRG related to Requirements for Least Functionality (such as configuration settings and port and device I/O access for least functionality), install and configure the device in

accordance with that STIG or SRGs.

3.6.1 Device Capabilities

For HVAC Control Systems: Do not provide devices with remote user interfaces or with full user interfaces where one was not required. Do not use a networked sensor or actuator where a non-networked sensor or actuator would suffice.

For Other Control Systems: Do not provide devices with remote user interfaces or full user interfaces where one was not required. Do not use a networked sensor or actuator where a non-networked sensor or actuator would suffice.

For all MODERATE Impact Systems: Unless specifically required by the government, do not provide a capability to update device firmware over the network.

3.6.2 Software

For software that has a STIG or SRG related to Requirements for Least Functionality (such as configuration settings and port access for least functionality), install and configure the software in accordance with that STIG or SRG.

Do not install software that is not specifically required to meet a contract requirement. Remove any previously installed that is not specifically required to meet a contract requirement. Do not implement functionality within software
that is not specifically required to meet contract requirements.

3.7 SYSTEM AND COMMUNICATION PROTECTION

3.7.1 Collaborative Computing

{For Government Reference Only: This subpart relates to SC-15(a), SC-15(b); CCI-001150, CCI-001152.}

Without explicit approval from the project site, control systems must not use collaborative computing technologies.

3.7.2 Denial of Service Protection and Application Partitioning In MODERATE Impact Systems:

{For Government Reference Only: This subpart relates to SC-5, SC-12, SC-7(a); CCI-001093, CCI-002385, CCI-002386, CCI-002430, CCI-001097. For MODERATE Impact systems, this subpart also relates to SC-2; CCI-001082.}

To the greatest extent practical, implement control logic without reliance on the network. Except when required to meet the requirements of the control system Section (where the requirement can only be met using computer hardware), do not implement control logic in computers. For MODERATE Impact systems, do not implement control logic in a device providing (i.e. acting as a server for) a Full Remote User Interface.

3.7.2.1 Network Reliance in MODERATE Impact HVAC Control Systems

Except for networked input and outputs on input-output buses specifically designed to provide high reliability or redundancy, sensors and actuators

must not rely on the network to exchange data with the controller executing the sequence of operation which uses the sensor value or determines the actuator command.

Sensor values required by multiple devices may be shared over the network provided they are connected to a controller requiring the value for execution of the sequence and that controller shares the value on the network.

3.7.2.2 Default Requirements for MODERATE Impact Control Systems

Except for networked input and outputs on input-output buses specifically designed to provide high reliability or redundancy, sensors and actuators must not rely on the network to exchange data with the controller executing the sequence of operation which uses the sensor value or determines the actuator command.

Sensor values required by multiple devices may be shared over the network provided they are connected to a controller requiring the value for execution of the sequence and that controller shares the value on the network.

3.7.3 Mobile Code In MODERATE Impact Systems:

{For Government Reference Only: This subpart relates to SC-18(a), SC-18(b),
SC-18(c), SC-18(1), SC-18(3), SC-18(4); CCI-001160, CCI-001161, CCI-001162, CCI-001163, CCI-001164, CCI-001165, CCI-001166, CCI-001662, CCI-002457, CCI-002458, CCI-001169, CCI-001695, CCI-001170, CCI-002469}

Devices with STIGs/SRGs related to Mobile Code and to Security Control SC-18 must be installed in accordance with the relevant STIGs/SRGs. All remote user interfaces must meet the requirements of the "Web Browsers and Application SRG".

Mobile code may only be downloaded from a specifically authorized mobile code repository. Coordinate with the Mobile Code Point of Contact for the location of a repository.

3.7.4 Protection of Information at Rest In MODERATE Impact Systems:

{For Government Reference Only: This subpart relates to SC-28, SC-28(1); CCI-001199, CCI-002472, CCI-002475, CCI-002476}

Computers must protect information at rest in accordance with applicable STIGs.

Any control system device storing personally identifiable information (PII), controlled unclassified information (CUI), or classified information must be protected by an Information At Rest encryption solution or by a physical security solution. Provide a Protection of Information At Rest Proposal indicating each device storing PII, CUI, or classified information and the encryption or physical security solution proposed for that device for government approval. If no devices stores PII, CUI, or classified information, provide a document stating this as the Protection of Information At Rest Proposal submittal. Do proceed with device selection and installation until the Protection of Information At Rest Proposal is approved. Once approved, implement approved Information At Rest protections.

3.8 SAFE MODE AND FAIL SAFE OPERATION

{For Government Reference Only: This subpart (and its subparts) relates to CP-12, SI-10(3), SI-17; CCI-002855, CCI-002856, CCI-002857, CCI-002754, CCI-002773, CCI-002774, CCI-002775}

For all control system components with an applicable STIG or SRG, configure the component in accordance with all applicable STIGs and SRGs.

3.9 SYSTEM MAINTENANCE TOOL SOFTWARE

{For Government Reference Only: This subpart (and its subparts) relates to MA-3; CCI-000865.}

Submit and license to the Government all software required to operate, maintain and modify the control system such the Government or their agents are able to perform repair, replacement, upgrades, and expansions of the system without subsequent or future dependence on the Contractor, Vendor or Manufacturer. Submit hard copies of user manuals for each software with the software submittal. Provide any hardware keys or dongles, software keys, license numbers, and other information required to enable the Government to access or change the system.

For software provided and licensed to the Government under the requirements of another Section, submit a statement indicating the Section and Submittal under which the software was provided. For software provided to meet the requirements of this Section and not provided and licensed under another Section, submit software and software user manuals on DVD or CD as a Technical Data Package and submit one hard copy of the software user manual for each piece of software.

3.10 DEVICE POWER

{For Government Reference Only: This subpart (and its subparts) relates to PE-11, PE-11(1); CCI-002955, CCI-000961. For MODERATE Impact systems, this subpart (and its subparts) also relates to PE-9, PE-9(1); CCI-000952, CCI-002953, CCI-002954.}

For MODERATE Impact Systems: Provide control system with power supply meeting or exceeding the reliability of the controlled equipment. Powering control system devices using the same power source as the equipment controlled by the device is a permissible method of meeting this requirement. Without explicit approval from the government, do not install local uninterruptible power supplies (UPSes) as a source of device power.

3.10.1 Device Behavior on Loss of Power In MODERATE Impact Systems:

Application programs and configuration settings must be stored in devices in manner such that a loss of power does not result in a loss of the application program or configuration settings: Loss of power must never result in the loss of application programs, regardless of the length of time power is lost; and loss of power for less than 2,500 hours must not result in the loss of configured settings.

In the event of a loss of power, when power is restored, controllers and computers executing control logic (and the underlying equipment) must recover and resume their normal sequences of operation. Note that the

sequence of operation may require specific actions (e.g. startup sequences) upon recovery from loss of power.

3.11 VULNERABILITY SCANNING

{For Government Reference Only: This subpart (and its subparts) relates to RA-5 RA-5(a),RA-5(b),RA-5(c),RA-5(d); CCI-001054, CCI-001055, CCI-000156, CCI-001641, CCI-001643, CCI-001057, CCI-001058, CCI-001059. For MODERATE Impact systems, this subpart (and its subparts) also relates to RA-5(1), RA-5(5); CCI-001062, CCI-001067, CCI-001645, CCI-002906.}

All IP devices must be scannable, such that the device can be scanned by industry standard IP network scanning utilities without harm to the device, application, or functionality.

3.11.1 Computers and Software Running on Computers

Computers and applications running on computers must meet relevant vulnerability scanning STIGs/SRGs and respond to approved DoD vulnerability scanning tools.

3.11.2 Controllers

Provide controllers that are scannable by standard control system discovery tools or control system browsers and return meaningful status information including the network inputs and outputs for the controller. This information must contain sufficient detail to detect vulnerabilities or exploits of the controller.

Provide all software needed to scan the control system as the Control System Scanning Tools submittal. If the software required to scan the system is already installed at the project site or is provided under a separate section instead provide a statement indicating this.

3.12 FIPS 201-2 REQUIREMENT

{For Government Reference Only: This subpart (and its subparts) relates to SA-4 (10); CCI-003116}

Devices in the following systems which implement PIV must be on the NIST FIPS 201-2 approved product list (https://www.idmanagement.gov/approved-products-list/): electronic security systems(ESS).

3.13 SYSTEM AND INTEGRATION INTEGRITY

3.13.1 Malicious Code Protection

{For Government Reference Only: This subpart (and its subparts) relates to SI-3(c); CCI-001241, CCI-002623}

For all computers installed under this project, provide malware protection software media, provide licenses, and install and configure malware protection software as indicated. Coordinate with the Government Computer Access Point of Contact as required.

a. Provide malware protection software licenses.

b. Provide malware protection software media.

c. Install and configure malware protection software in accordance with the relevant STIGs.

3.13.2 Software, Firmware, and Information Integrity In MODERATE Impact Systems:

{For Government Reference Only: This subpart relates to CM-5(3); CCI-001749, CCI-002704, CCI-002726}

If there exists Integrity Verification Software that can check boot process, software, firmware, or information in the control system and verify its integrity, provide it. If no such software exists, provide a statement to this affect in lieu of the software.

The system prevents the installation of software and firmware without verification of the digital signature using an approved certificate.

3.14 CONTROL SYSTEM CYBERSECURITY TESTING

{For Government Reference Only: For MODERATE Impact systems, this subpart (and its subparts) relates to SA-11(a), SA-11(b), SA-11(c), SA-11(d), SA-11(e); CCI-003171, CCI-003172, CCI-003173, CCI-003174, CCI-003175, CCI-003176, CCI-003177, CCI-003178.}

3.14.1 Control System Cybersecurity Testing Procedures

Prepare and submit Control System Cybersecurity Testing Procedures explaining step-by-step, the actions and expected results that will demonstrate that the control system meets the requirements of this Section. The Control System Cybersecurity Testing Procedures may be submitted as a Technical Data Package.

3.14.2 Control System Cybersecurity Testing Execution

Using the Control System Cybersecurity Testing Procedures verify that the control system meets the requirements of this Section. UNLESS GOVERNMENT WITNESSING OF A TEST IS SPECIFICALLY WAIVED BY THE GOVERNMENT, PERFORM ALL TESTS WITH A GOVERNMENT WITNESS. If testing reveals deficiencies in the system, correct the deficiency and retest until successful.

3.14.3 Control System Cybersecurity Testing Report

Prepare and submit a Control System Cybersecurity Testing Report documenting all tests performed and their results. Include all tests in the Control System Cybersecurity Testing Procedures and any additional tests performed during testing. Document test failures and repairs conducted with the test results. The Control System Cybersecurity Testing Report may be submitted as a Technical Data Package

3.15 FIELD QUALITY CONTROL, CYBERSECURITY VALIDATION SUPPORT

In addition to testing and testing support required by other Sections, provide a minimum of 16 hours of technical support for cybersecurity testing of control systems to support the DoD Risk Management Framework process Cybersecurity assessment of the control system. This support is independent of (and in addition to) the Control System Cybersecurity Testing specified in this section.

3.16 CYBERSECURITY TRAINING

Provide eight hours of classroom and hands-on training for six Government personnel on the cybersecurity operation and maintenance of the control system provided. This training is in addition to and must be coordinated with control system training specified in other Sections.

The Government will provide the training location. Training must cover, at a minimum: (a) applying software and firmware updates, (b) user account creation, modification and deletion, (c) audit log upload procedures and (d) identification of privileged user interfaces and system impact of those interfaces. Training session must include a question and answer period during which government staff questions about cybersecurity aspects of the control system are answered.

-- End of Section --

SECTION 26 20 00

INTERIOR DISTRIBUTION SYSTEM
08/23

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM D709	(2017) Standard Specification for Laminated Thermosetting Materials

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE Stds Dictionary	(2009) IEEE Standards Dictionary: Glossary of Terms & Definitions

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)

NETA ATS	(2021) Standard for Acceptance Testing Specifications for Electrical Power Equipment and Systems

NATIONAL ELECTRICAL CONTRACTORS ASSOCIATION (NECA)

NECA NEIS 1	(2015) Standard for Good Workmanship in Electrical Construction

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

ANSI C80.1	(2020) American National Standard for Electrical Rigid Steel Conduit (ERSC)
ANSI C80.3	(2020) American National Standard for Electrical Metallic Tubing (EMT)
NEMA 250	(2020) Enclosures for Electrical Equipment (1000 Volts Maximum)
NEMA FU 1	(2012) Low Voltage Cartridge Fuses
NEMA ICS 1	(2022) Standard for Industrial Control and Systems: General Requirements
NEMA ICS 6	(1993; R 2016) Industrial Control and Systems: Enclosures
NEMA KS 1	(2013) Enclosed and Miscellaneous Distribution Equipment Switches (600 V Maximum)
NEMA RN 1	(2005; R 2013) Polyvinyl-Chloride (PVC)

	Externally Coated Galvanized Rigid Steel Conduit and Intermediate Metal Conduit
NEMA Z535.4	(2023) Product Safety Signs and Labels

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70	(2023) National Electrical Code
NFPA 70E	(2024) Standard for Electrical Safety in the Workplace

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

29 CFR 1910.147	The Control of Hazardous Energy (Lock Out/Tag Out)
29 CFR 1910.303	Electrical, General

UL SOLUTIONS (UL)

UL 1	(2005; Reprint Jan 2022) UL Standard for Safety Flexible Metal Conduit
UL 6	(2022) UL Standard for Safety Electrical Rigid Metal Conduit-Steel
UL 50	(2024) UL Standard for Safety Enclosures for Electrical Equipment, Non-Environmental Considerations
UL 83	(2017; Reprint Mar 2020) UL Standard for Safety Thermoplastic-Insulated Wires and Cables
UL 248-12	(2011; Reprint Aug 2020) Low Voltage Fuses - Part 12: Class R Fuses
UL 360	(2013; Reprint Jan 2024) UL Standard for Safety Liquid-Tight Flexible Metal Conduit
UL 486A-486B	(2018; Reprint Jul 2023) UL Standard for Safety Wire Connectors
UL 486C	(2018; Reprint May 2021) UL Standard for Safety Splicing Wire Connectors
UL 489	(2016; Rev 2019) UL Standard for Safety Molded-Case Circuit Breakers, Molded-Case Switches and Circuit-Breaker Enclosures
UL 510	(2020; Dec 2022) UL Standard for Safety Polyvinyl Chloride, Polyethylene and Rubber Insulating Tape
UL 514B	(2012; Reprint Mar 2024) UL Standard for Safety Conduit, Tubing and Cable Fittings
UL 797	(2007; Reprint Apr 2023) UL Standard for

	Safety Electrical Metallic Tubing -- Steel
UL 4248-1	(2022) UL Standard for Safety Fuseholders - Part 1: General Requirements
UL 4248-12	(2018; Reprint Feb 2022) UL Standard for Safety Fuseholders - Part 12: Class R

1.2 DEFINITIONS

Unless otherwise specified or indicated, electrical and electronics terms used in these specifications, and on the drawings, are as defined in IEEE Stds Dictionary.

1.3 RELATED REQUIREMENTS

Section 25 05 11 CYBERSECURITY FOR FACILITY-RELATED CONTROL SYSTEMS applies to this section, with the additions and modifications specified herein.

1.4 SUBMITTALS

Government approval is required for submittals with a "G" classification. Submittals not having a "G" classification are for Contractor Quality Control approval. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-02 Shop Drawings

Panelboards; G

Marking Strips Drawings; G

SD-03 Product Data

Circuit Breakers; G

Switches; G

600-volt Wiring Test; G

Fuses; G

1.5 QUALITY ASSURANCE

1.5.1 Fuses

Submit coordination data as specified in paragraph, FUSES of this section.

1.5.2 Regulatory Requirements

In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "must" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction," or words of similar meaning, to mean the Contracting Officer. Provide equipment, materials, installation, and workmanship in accordance with NFPA 70 unless more stringent requirements are specified or indicated. NECA NEIS 1 shall

be considered the minimum standard for workmanship.

1.5.3 Standard Products

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 and:

a. Have been in satisfactory commercial or industrial use for 2 years prior to bid opening including applications of equipment and materials under similar circumstances and of similar size.

b. Have been on sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the 2-year period.

c. Where two or more items of the same class of equipment are required, provide products of a single manufacturer; however, the component parts of the item need not be the products of the same manufacturer unless stated in this section.

1.5.3.1 Alternative Qualifications

Products having less than a 2-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturers' factory or laboratory tests, is furnished.

1.5.3.2 Material and Equipment Manufacturing Date

Products manufactured more than 3 years prior to date of delivery to site are not acceptable.

1.6 MAINTENANCE

1.7 WARRANTY

Provide equipment items supported by service organizations that are reasonably convenient to the equipment installation in order to render satisfactory service to the equipment on a regular and emergency basis during the warranty period of the contract.

PART 2 PRODUCTS

2.1 MATERIALS AND EQUIPMENT

As a minimum, meet requirements of UL, where UL standards are established for those items, and requirements of NFPA 70 for all materials, equipment, and devices.

2.2 CONDUIT AND FITTINGS

Conform to the following:

2.2.1 Rigid Metallic Conduit

2.2.1.1 Rigid, Threaded Zinc-Coated Steel Conduit

ANSI C80.1, UL 6.

2.2.2 Electrical, Zinc-Coated Steel Metallic Tubing (EMT)

UL 797, ANSI C80.3.

2.2.3 Plastic-Coated Rigid Steel Conduit

NEMA RN 1, Type 40(40 mils thick).

2.2.4 Flexible Metal Conduit

UL 1, limited to 6 feet.

2.2.4.1 Liquid-Tight Flexible Metal Conduit, Steel

UL 360, limited to 6 feet.

2.2.5 Fittings for Metal Conduit, EMT, and Flexible Metal Conduit

UL 514B. Ferrous fittings: cadmium- or zinc-coated in accordance with UL 514B.

2.2.5.1 Fittings for Rigid Metal Conduit

Threaded-type. Split couplings unacceptable.

2.2.5.2 Fittings for EMT

Steel compression type.

2.3 CABINETS, JUNCTION BOXES, AND PULL BOXES

UL 50; volume greater than 100 cubic inches, NEMA Type 1 enclosure; sheet steel, hot-dip, zinc-coated. Where exposed to wet, damp, or corrosive environments, NEMA Type 4X as indicated.

2.4 WIRES AND CABLES

Provide wires and cables in accordance applicable requirements of NFPA 70 and UL for type of insulation, jacket, and conductor specified or indicated. Do not use wires and cables manufactured more than 24 months prior to date of delivery to site.

2.4.1 Conductors

Provide the following:

a. Conductor sizes and capacities shown are based on copper, unless indicated otherwise.

b. Conductors No. 8 AWG and larger diameter: stranded.

c. Conductors No. 10 AWG and smaller diameter: solid.

d. Conductors for remote control, alarm, and signal circuits, classes 1, 2, and 3: stranded unless specifically indicated otherwise.

e. All conductors: copper.

2.4.1.1 Minimum Conductor Sizes

Provide minimum conductor size in accordance with the following:

a. Branch circuits: No. 12 AWG.

b. Class 1 remote-control and signal circuits: No. 14 AWG.

c. Class 2 low-energy, remote-control and signal circuits: No. 16 AWG.

d. Class 3 low-energy, remote-control, alarm and signal circuits: No. 22 AWG.

2.4.2 Color Coding

Provide color coding for service, feeder, branch, control, and signaling circuit conductors.

2.4.2.1 Ground and Neutral Conductors

Provide color coding of ground and neutral conductors as follows:

a. Grounding conductors: Green.

b. Neutral conductors: White.

c. Exception, where neutrals of more than one system are installed in same raceway or box, other neutrals color coding: white with a different colored (not green) stripe for each.

2.4.2.2 Ungrounded Conductors

Provide color coding of ungrounded conductors in different voltage systems as follows:

a. 208/120 volt, three-phase

(1) Phase A - black

(2) Phase B - red

(3) Phase C - blue

2.4.3 Insulation

Unless specified or indicated otherwise or required by NFPA 70, provide power and lighting wires rated for 600-volts, Type THWN/THHN conforming to UL 83, except that grounding wire may be type TW conforming to UL 83; remote-control and signal circuits: Type TW or TF, conforming to UL 83. Where equipment or devices require 90-degree Centigrade (C) conductors, provide only conductors with 90-degree C insulation or better.

2.5 SPLICES AND TERMINATION COMPONENTS

UL 486A-486B for wire connectors and UL 510 for insulating tapes. Connectors for No. 10 AWG and smaller diameter wires: insulated, pressure-type in accordance with UL 486A-486B or UL 486C (twist-on splicing connector). Provide solderless terminal lugs on stranded conductors.

2.6 SWITCHES

2.6.1 Disconnect Switches

NEMA KS 1. Provide heavy duty-type switches where indicated, where switches are rated higher than 240 volts, and for double-throw switches. Utilize Class R fuseholders and fuses for fused switches, unless indicated otherwise. Provide horsepower rated for switches serving as the motor-disconnect means. Provide switches in NEMA 4X Type 304 stainless steel, enclosure as indicated per NEMA ICS 6.

2.7 FUSES

NEMA FU 1. Provide complete set of fuses for each fusible switch. Coordinate time-current characteristics curves of fuses serving motors or connected in series with circuit breakers or other circuit protective devices for proper operation. Submit coordination data for approval. Provide fuses with a voltage rating not less than circuit voltage.

2.7.1 Fuseholders

Provide in accordance with UL 4248-1.

2.7.2 Cartridge Fuses, Current Limiting Type (Class R)

UL 248-12, Class RK-1 time-delay type. Provide only Class R associated fuseholders in accordance with UL 4248-12.

2.8 PANELBOARDS

Provide panelboards in accordance with the following:

e. "Specific breaker placement" is required in panelboards to match the breaker placement indicated in the panelboard schedule on the design drawings. If it is not possible to match "specific breaker placement" during construction, obtain Government approval prior to device installation.

i. Directories: indicate load served by each circuit in panelboard.

j. Directories: indicate source of service to panelboard (e.g., Panel PA served from Panel MDP).

k. Provide new directories for existing panels modified by this project as indicated.

l. Type directories and mount in holder behind transparent protective covering.

m. Panelboards: listed and labeled for their intended use.

n. Panelboard nameplates: provided in accordance with paragraph FIELD FABRICATED NAMEPLATES.

2.8.1 Circuit Breakers

UL 489, thermal magnetic-type having a minimum short-circuit current rating equal to the short-circuit current rating of the panelboard in

which the circuit breaker will be mounted. Breaker terminals: UL listed as suitable for type of conductor provided. Series rated circuit breakers and plug-in circuit breakers are unacceptable.

2.8.1.1 Multipole Breakers

Provide common trip-type with single operating handle. Design breaker such that overload in one pole automatically causes all poles to open. Maintain phase sequence throughout each panel so that any three adjacent breaker poles are connected to Phases A, B, and C, respectively.

2.9 LOCKOUT REQUIREMENTS

Provide circuit breakers, disconnecting means, and other devices that are electrical energy-isolating capable of being locked out for machines and other equipment to prevent unexpected startup or release of stored energy in accordance with 29 CFR 1910.147, NFPA 70E and 29 CFR 1910.303. Comply with requirements of Division 23, "Heating, Ventilating, and Air Conditioning (HVAC)" for mechanical isolation of machines and other equipment.

2.10 MANUFACTURER'S NAMEPLATE

Provide on each item of equipment a nameplate bearing the manufacturer's name, address, model number, and serial number securely affixed in a conspicuous place; the nameplate of the distributing agent will not be acceptable.

2.11 FIELD FABRICATED NAMEPLATES

Provide field fabricated nameplates in accordance with the following:

a. ASTM D709.

b. Provide laminated plastic nameplates for each equipment enclosure, relay, switch, and device; as specified or as indicated on the drawings.

c. Each nameplate inscription: identify the function and, when applicable, the position.

d. Nameplates: melamine plastic, 0.125 inch thick, white with black center core.

f. Surface: matte finish. Corners: square. Accurately align lettering and engrave into the core.

g. Minimum size of nameplates: one by 2.5 inches.

h. Lettering size and style: a minimum of 0.25 inch high normal block style.

2.12 WARNING SIGNS

Provide warning signs for flash protection in accordance with NFPA 70E and NEMA Z535.4 for switchboards, panelboards, industrial control panels, and motor control centers that are in other than dwelling occupancies and are likely to require examination, adjustment, servicing, or maintenance while energized. Provide field installed signs to warn qualified persons of

potential electric arc flash hazards when warning signs are not provided by the manufacturer. Provide marking that is clearly visible to qualified persons before examination, adjustment, servicing, or maintenance of the equipment.

2.13 FIRESTOPPING MATERIALS

Provide firestopping around electrical penetrations in accordance with Section 07 84 00 FIRESTOPPING.

2.14 FACTORY APPLIED FINISH

Provide factory-applied finish on electrical equipment in accordance with the following:

a. NEMA 250 corrosion-resistance test and the additional requirements as specified herein.

b. Interior and exterior steel surfaces of equipment enclosures: thoroughly cleaned followed by a rust-inhibitive phosphatizing or equivalent treatment prior to painting.

c. Exterior surfaces: free from holes, seams, dents, weld marks, loose scale or other imperfections.

d. Interior surfaces: receive not less than one coat of corrosion-resisting paint in accordance with the manufacturer's standard practice.

e. Exterior surfaces: primed, filled where necessary, and given not less than two coats baked enamel with semigloss finish.

f. Equipment located indoors: ANSI Light Gray, and equipment located outdoors: ANSI Light Gray.

g. Provide manufacturer's coatings for touch-up work and as specified in paragraph FIELD APPLIED PAINTING.

PART 3 EXECUTION

3.1 INSTALLATION

Electrical installations, including weatherproof and hazardous locations and ducts, plenums and other air-handling spaces: conform to requirements of NFPA 70 and to requirements specified herein.

3.1.1 Wiring Methods

Provide insulated conductors installed in rigid steel conduit or EMT, except where specifically indicated or specified otherwise or required by NFPA 70 to be installed otherwise. Grounding conductor: separate from electrical system neutral conductor. Provide insulated green equipment grounding conductor for circuit(s) installed in conduit and raceways. Minimum conduit size: 1/2 inch in diameter for power circuits. Firestop conduit which penetrates fire-rated walls, fire-rated partitions, or fire-rated floors in accordance with Section 07 84 00 FIRESTOPPING.

3.1.1.1 Pull Wire

Install pull wires in empty conduits. Pull wire: plastic having minimum 200-pound force tensile strength. Leave minimum 36 inches of slack at each end of pull wire.

3.1.2 Conduit Installation

Unless indicated otherwise, conceal conduit under floor slabs and within finished walls, ceilings, and floors. Keep conduit minimum 6 inches away from parallel runs of flues and steam or hot water pipes. Install conduit parallel with or at right angles to ceilings, walls, and structural members where located above accessible ceilings and where conduit will be visible after completion of project.

3.1.2.1 Restrictions Applicable to EMT

a. Do not install underground.

b. Do not encase in concrete, mortar, grout, or other cementitious materials.

c. Do not use in areas subject to physical damage including but not limited to equipment rooms where moving or replacing equipment could physically damage the EMT.

d. Do not use in hazardous areas.

e. Do not use outdoors.

f. Do not use in fire pump rooms.

g. Do not use when the enclosed conductors must be shielded from the effects of High-altitude Electromagnetic Pulse (HEMP).

3.1.2.2 Restrictions Applicable to Flexible Conduit

Use only as specified in paragraph FLEXIBLE CONNECTIONS. Do not use when the enclosed conductors must be shielded from the effects of High-altitude Electromagnetic Pulse (HEMP).

3.1.2.3 Conduit Support

Support conduit by pipe straps, wall brackets, threaded rod conduit hangers, or ceiling trapeze. Plastic cable ties are not acceptable. Fasten by wood screws to wood; by toggle bolts on hollow masonry units; by concrete inserts or expansion bolts on concrete or brick; and by machine screws, welded threaded studs, or spring-tension clamps on steel work. Threaded C-clamps may be used on rigid steel conduit only. Do not weld conduits or pipe straps to steel structures. Do not exceed one-fourth proof test load for load applied to fasteners. Provide vibration resistant and shock-resistant fasteners attached to concrete ceiling. Do not cut main reinforcing bars for any holes cut to depth of more than 1 1/2 inches in reinforced concrete beams or to depth of more than 3/4 inch in concrete joints. Fill unused holes. In partitions of light steel construction, use sheet metal screws. In suspended-ceiling construction, run conduit above ceiling. Do not support conduit by ceiling support system. Conduit and box systems: supported independently of both (a) tie wires supporting ceiling grid system, and (b) ceiling grid system into

which ceiling panels are placed. Do not share supporting means between electrical raceways and mechanical piping or ducts. Identify independent conduit support in both fire and non-fire rated assemblies per NFPA 70. Coordinate installation with above-ceiling mechanical systems to assure maximum accessibility to all systems. Spring-steel fasteners may be used for lighting branch circuit conduit supports in suspended ceilings in dry locations. For conduits greater than 2 1/2 inches inside diameter, provide supports to resist forces of 0.5 times the equipment weight in any direction and 1.5 times the equipment weight in the downward direction.

3.1.2.4 Directional Changes in Conduit Runs

Make changes in direction of runs with symmetrical bends or cast-metal fittings. Make field-made bends and offsets with hickey or conduit-bending machine. Do not install crushed or deformed conduits. Avoid trapped conduits. Prevent plaster, dirt, or trash from lodging in conduits, boxes, fittings, and equipment during construction. Free clogged conduits of obstructions.

3.1.2.5 Locknuts and Bushings

Fasten conduits to sheet metal boxes and cabinets with two locknuts where required by NFPA 70, where insulated bushings are used, and where bushings cannot be brought into firm contact with the box; otherwise, use at least minimum single locknut and bushing. Provide locknuts with sharp edges for digging into wall of metal enclosures. Install bushings on ends of conduits, and provide insulating type where required by NFPA 70.

3.1.2.6 Flexible Connections

Provide flexible steel conduit between 3 and 6 feet in length for recessed and semirecessed lighting fixtures; for equipment subject to vibration, noise transmission, or movement; and for motors. Install flexible conduit to allow 20 percent slack. Minimum flexible steel conduit size: 1/2 inch diameter. Provide liquid tight flexible conduit in wet and damp locations for equipment subject to vibration, noise transmission, movement or motors. Provide separate ground conductor across flexible connections. Plastic cable ties are not acceptable as a support method.

3.1.3 Boxes, Outlets, and Supports

Provide boxes in wiring and raceway systems wherever required for pulling of wires, making connections, and mounting of devices or fixtures. Boxes for metallic raceways: cast-metal, hub-type when located in wet locations, when surface mounted on outside of exterior surfaces, and when specifically indicated. Boxes in other locations: sheet steel conduit system. Provide each box with volume required by NFPA 70 for number of conductors enclosed in box. Boxes for mounting lighting fixtures: minimum 4 inches square, or octagonal, except that smaller boxes may be installed as required by fixture configurations, as approved. Boxes for use in masonry-block or tile walls: square-cornered, tile-type, or standard boxes having square-cornered, tile-type covers. Provide gaskets for cast-metal boxes installed in wet locations and boxes installed flush with outside of exterior surfaces. Provide separate boxes for flush or recessed fixtures when required by fixture terminal operating temperature; provide readily removable fixtures for access to boxes unless ceiling access panels are provided. Support boxes and pendants for surface-mounted fixtures on suspended ceilings independently of ceiling supports. Fasten boxes and supports with wood screws on wood, with bolts

and expansion shields on concrete or brick, with toggle bolts on hollow masonry units, and with machine screws or welded studs on steel. In open overhead spaces, cast boxes threaded to raceways need not be separately supported except where used for fixture support; support sheet metal boxes directly from building structure or by bar hangers. Where bar hangers are used, attach bar to raceways on opposite sides of box, and support raceway with approved-type fastener maximum 24 inches from box. When penetrating reinforced concrete members, avoid cutting reinforcing steel.

3.1.3.1 Boxes

Boxes for use with raceway systems: minimum 1 1/2 inches deep, except where shallower boxes required by structural conditions are approved. Boxes for other than lighting fixture outlets: minimum 4 inches square, except that 4 by 2 inch boxes may be used where only one raceway enters outlet.

3.1.3.2 Pull Boxes

Construct of at least minimum size required by NFPA 70 galvanized sheet steel except where cast-metal boxes are required in locations specified herein. Provide boxes with screw-fastened covers. Where several feeders pass through common pull box, tag feeders to indicate clearly electrical characteristics, circuit number, and panel designation.

3.1.4 Mounting Heights

Mount disconnecting switches so height of center of grip of the operating handle of the switch at its highest position is maximum 79 inches above floor or working platform or as allowed in Section 404.8 per NFPA 70. Mount lighting switches 48 inches above finished floor.

3.1.5 Conductor Identification

Provide conductor identification within each enclosure where tap, splice, or termination is made. For conductors No. 6 AWG and smaller diameter, provide color coding by factory-applied, color-impregnated insulation. For conductors No. 4 AWG and larger diameter, provide color coding by plastic-coated, self-sticking markers; colored nylon cable ties and plates; or heat shrink-type sleeves.

3.1.5.1 Marking Strips

Provide marking strips for identification of power distribution, control, data, and communications cables in accordance with the following:

a. Provide white or other light-colored plastic marking strips, fastened by screws to each terminal block, for wire designations.

b. Use permanent ink for the wire numbers

c. Provide reversible marking strips to permit marking both sides, or provide two marking strips with each block.

d. Size marking strips to accommodate the two sets of wire numbers.

e. Assign a device designation in accordance with NEMA ICS 1 to each device to which a connection is made. Mark each device terminal to which a connection is made with a distinct terminal marking

corresponding to the wire designation used on the Contractor's schematic and connection diagrams.

f. The wire (terminal point) designations used on the Contractor's wiring diagrams and printed on terminal block marking strips may be according to the Contractor's standard practice; however, provide additional wire and cable designations for identification of remote (external) circuits for the Government's wire designations.

g. Prints of the marking strips drawings submitted for approval will be so marked and returned to the Contractor for addition of the designations to the terminal strips and tracings, along with any rearrangement of points required.

3.1.6 Splices

Make splices in accessible locations. Make splices in conductors No. 10 AWG and smaller diameter with insulated, pressure-type connector. Make splices in conductors No. 8 AWG and larger diameter with solderless connector, and cover with insulation material equivalent to conductor insulation.

3.1.7 Covers and Device Plates

Install with edges in continuous contact with finished wall surfaces without use of mats or similar devices. Plaster fillings are not permitted. Install plates with alignment tolerance of 1/16 inch. Use of sectional-type device plates are not permitted. Provide gasket for plates installed in wet locations.

3.1.8 Electrical Penetrations

Seal openings around electrical penetrations through fire resistance-rated walls, partitions, floors, or ceilings in accordance with Section 07 84 00 FIRESTOPPING.

3.1.9 Equipment Connections

Provide power wiring for the connection of motors and control equipment under this section of the specification. Except as otherwise specifically noted or specified, automatic control wiring, control devices, and protective devices within the control circuitry are not included in this section of the specifications and are provided under the section specifying the associated equipment.

3.1.10 Repair of Existing Work

Perform repair of existing work, demolition, and modification of existing electrical distribution systems as follows:

3.1.10.1 Workmanship

Lay out work in advance. Exercise care where cutting, channeling, chasing, or drilling of floors, walls, partitions, ceilings, or other surfaces is necessary for proper installation, support, or anchorage of conduit, raceways, or other electrical work. Repair damage to buildings, piping, and equipment using skilled craftsmen of trades involved.

3.1.10.2 Existing Concealed Wiring to be Removed

Disconnect existing concealed wiring to be removed from its source. Remove conductors; cut conduit flush with floor, underside of floor, and through walls; and seal openings.

3.1.10.3 Continuation of Service

Maintain continuity of existing circuits of equipment to remain. Maintain existing circuits of equipment energized. Restore circuits wiring and power which are to remain but were disturbed during demolition back to original condition.

3.2 FIELD FABRICATED NAMEPLATE MOUNTING

Provide number, location, and letter designation of nameplates as indicated. Fasten nameplates to the device with a minimum of two sheet-metal screws or two rivets. Provide nameplate on all equipment in access controlled spaces and areas.

3.3 WARNING SIGN MOUNTING

Provide the number of signs required to be readable from each accessible side. Space the signs in accordance with NFPA 70E.

3.4 FIELD APPLIED PAINTING

Paint electrical equipment as required to match finish of adjacent surfaces or to meet the indicated or specified safety criteria. Painting: as specified in Section 09 90 00 PAINTS AND COATINGS.Where field painting of enclosures for panelboards, load centers or the like is specified to match adjacent surfaces, to correct damage to the manufacturer's factory applied coatings, or to meet the indicated or specified safety criteria, provide manufacturer's recommended coatings and apply in accordance to manufacturer's instructions.

3.5 FIELD QUALITY CONTROL

Furnish test equipment and personnel and submit written copies of test results. Give Contracting Officer 5 working days notice prior to each test. Where applicable, test electrical equipment in accordance with NETA ATS.

3.5.1 Devices Subject to Manual Operation

Operate each device subject to manual operation at least five times, demonstrating satisfactory operation each time.

3.5.2 600-Volt Wiring Test

Test wiring rated 600 volt and less to verify that no short circuits or accidental grounds exist. Perform insulation resistance tests on wiring No. 6 AWG and larger diameter using instrument which applies voltage of 1,000 volts DC for 600 volt rated wiring and 500 volts DC for 300 volt rated wiring per NETA ATS to provide direct reading of resistance. All existing wiring to be reused must also be tested.

-- End of Section --