STATEMENT OF WORK
ARCHITECTURAL AND ENGINEERING SERVICES
Date: July 30, 2026

1.0 GENERAL:

The Federal Deposit Insurance Corporation (FDIC) is seeking to issue a single-award contract to provide Architectural and Engineering (A/E) Services for interior design and construction, renovations, move coordination, space planning, engineering improvements/studies, buildings system upgrades, major repair and capital improvement projects in FDIC owned and leased buildings. FDIC strives to maintain best-in-class facilities with zero downtime and employ the most feasible energy conservation methods (ECMs), while being prudent stewards of FDIC's budget. New and renovated space must be cost effective and address the functional, aesthetic, environmental, and safety needs of the FDIC.

The A/E firm must possess appropriately licensed, certified and skilled professional staff to provide comprehensive architectural and engineering services, including but not limited to the following: on-site support staff with Revit, Building Information Modeling (BIM) expertise, architectural design, building system design, mechanical, electrical, structural, civil engineering design, fire protection engineering, interior and exterior renovations, base building studies and repairs, landscape design, space programming, construction administration services, and move management services. FDIC uses IBM Maximo/TRIRIGA as our facilities management suite, thus working knowledge will be necessary to operate, publish and download data and drawings from the system.

Deliverables covered by this statement of work (SOW) include but are not limited to architectural and engineering designs, studies, evaluations, cost estimates, and other discipline-related reports. Specific projects or tasks will be issued as Task Assignments (TA), including, but not limited to, the A/E services identified above.

2.0 BACKGROUND:

The FDIC owns four office facilities and leases approximately 2.1 million square feet of office space for approximately 5,400 employees, and a smaller number of contractor staff, in buildings throughout the United States and Puerto Rico. In the Washington, DC Metropolitan Area, approximately 3,100 employees and contractors are located in three FDIC-owned office facilities: two of these are office buildings in the District of Columbia have close proximity to the White House; the third DC area facility is a campus complex, consisting of four office towers, a multi-purpose facility, and 354-room student residence located in the Virginia Square (VASQ) sector of Arlington, Virginia. The fourth owned office building houses the FDIC's San Francisco Regional Office. There is one additional leased location in Virginia with 144,138 square feet in 3701 Fairfax Drive. This lease expires on March 31, 2028.

Other FDIC Regional/Area Offices are in leased facilities located in Atlanta, Boston, Chicago, Dallas, Kansas City, and New York. Additionally, the FDIC has field offices in 70+ leased locations that report to their respective FDIC Regional Offices.

While it is anticipated most work under this contract will be associated with the Washington, DC Metropolitan Area offices, some work may be required at our regional and field offices located across the United States.

2.1 Washington DC Metropolitan Area Office Data:

2.1.1 550 17th Street, N.W., Washington, D.C. 20429

Year Built: 1962-1963; renovated 2013-2016
Gross Space: 260,287 square feet; Rentable space: 218,323 square feet
Number of Occupants: 463
Brief Description: Primarily office space, this ten-level building includes: A first floor with a large lobby, fitness center, ladies and men's locker rooms, a mail room, and mechanical areas. There is office space on floors two (2) through seven (7) and a mechanical penthouse. There is a single level garage (40,000 square feet) below the first floor.

Special Areas: The Board Room and Executive Offices on the 6th floor; a large full-service cafeteria with seating capacity of 160, an Executive Dining Room, and Health Unit on the 7th floor. A library is on the 4th floor, and the Virtual Outreach Center (studio) is on the 1st floor. Note: *The building has been determined eligible for listing on the National Register for Historic Places; and, as such, original spaces (e.g., lobby,*

executive suites, etc.) are treated in accordance with the Secretary of the Interior's Standards for the Treatment of Historic Properties.

2.1.2 1776 F Street, N.W. Washington, D.C. 20429

Year Built: 1972
Gross Space: 212,973 square feet; Rentable space: 154,793 square feet
Number of Occupants: 407
Brief Description: Primarily office space, this twelve-level building includes: Office space on floors one (1) through eight (8) and a mechanical penthouse. There are three (3) levels below ground known as 1C, 2C, and 3C. The two (2) lower levels are underground garage parking (52,000 square feet). The 1C level is office space.

Special areas: The Security Operations Center (SOC) on Level 1C serves both downtown buildings.

2.1.3 The L. William Seidman Center at Virginia Square (VASQ) (3501 & 3503 N. Fairfax Drive, Arlington, VA 22226)

A multi-building campus owned by the FDIC is in an urban neighborhood on 9.5 acres of land and occupies approx. 1.7 gross square feet of predominantly office space. The L. William Seidman Center (Seidman Center herein) is more particularly described below:

- VASQ I – comprised of A & B Buildings
  Years Built: 1989-1991
  Gross Space: 475,753 gross square feet; Rentable space: 367,793 square feet
  Number of Occupants:745 (including guests for training)
  Brief Description: Primarily office space, this nine-story building includes: Two (2) buildings of office space on floors one (1) through seven (7) and large training rooms on floors two (2) and three (3). The two (2) buildings are connected on level P1 (parking garage) and up through the sixth floor. The penthouse on floors eight (8) and nine (9) contains mechanical equipment, etc. There is a two-level, below ground seven-acre parking garage (338,212 square feet) identified as P1 and P2.

  Special Areas: The first floor of the B building includes a Health Unit and a Child Development Center that will accommodate a maximum of 92 children. A 180-seating capacity Auditorium (Hove Auditorium) is located on the third-floor connector. National Training Facilities are located on floors, one (1), two (2) and three (3) and include a full range of classroom training equipment. The National Data Center is located on the fourth floor of building B. It stores records for 13,500 banks examined by FDIC; operates 24 hours a day, 7 days a week; and is critical to the mission of the FDIC.

  VASQ I is an Emergency Relocation Site capable of working independently for up to thirty days.

- VASQ II – comprised of D & E Buildings
  Years Built: 2003-2006
  Gross Space: 503,788 square feet; Rentable space: 352,187 square feet
  Number of Occupants: 1,033
  Brief Description: Primarily office space, this eleven-story building includes: Two (2) buildings of office space on floors one (1) through nine (9). The two (2) buildings are connected on level P2 (parking garage) and on up through the ninth floor. The penthouse above ninth floor contains mechanical equipment, etc. There is a three-level, below ground parking garage (251,732 square feet) identified as P1, P2 and P3.

  Special Areas: Credit Union and Security Operations Center are located on the first floor of the D building.

- VASQ C Building (Special Use Building)
  Years Built: 2003-2006
  Gross Space: 53,450
  Occupant Capacity: 1,400
  Brief Description: The first floor includes a two-story cafeteria with seating capacity of 900. There is an upper level (second floor) that overlooks the cafeteria and has a Bean Vault (specialty coffees,

muffins, etc.) and additional seating. A 500-seating capacity multipurpose auditorium is located on the third floor.

- Student Residence Center (SRC)
  Gross Space: 258,346 square feet
  Number of Rooms: 354
  Brief Description: Primarily hotel style room and suites to house students and visitors while in Washington for training or business, this eleven-story building includes: A hotel style lobby with front desk and reception area, 354 hotel style rooms, one (1) large meeting room, and a Fitness Center and locker rooms located on the first floor.

  Special Area: Olympic size in-ground exterior pool.

  This building is an Emergency Relocation Site capable of working independently for up to thirty (30) days.

2.2 Hours of Operation

FDIC's headquarters buildings are open 24/7/365. FDIC employees and contractors are on various work schedules which allow them to start their day as early as 6:00 a.m. and may require them to end the day as late as 7 p.m. Monday through Friday. Various offices operate differently and may periodically require longer hours. The A/E shall check with the Oversight Manager (OM) or Technical Monitors (TM) prior to scheduling work/service.

2.3 Post-Award Conference/Kick-off Meeting:

Prior to the start of each Task Assignment, the Contractor shall meet with FDIC personnel and other members of the project team to conduct a post-award conference and/or kick-off meeting to review the SOW, technical requirements, rights and obligations of the parties, reporting requirements, and related FDIC regulations. The post-award conference may be held virtually or in-person at the FDIC's offices at the FDIC's discretion.

2.4 Transition and Phase-In:

Upon award of this contract, the Contractor shall coordinate with the FDIC and any outgoing contractor(s) to ensure a smooth transition of ongoing work, project files, record drawings, BIM models, and institutional knowledge. The Contractor shall submit a Transition Plan within fourteen (14) calendar days of contract award that addresses: (a) receipt and validation of all government-furnished project documentation; (b) familiarization with FDIC facilities, systems, and operational protocols; (c) coordination with incumbent contractor(s) for active project handoff; and (d) establishment of communication protocols with the OM and TMs. The transition period shall not exceed thirty (30) calendar days from contract award unless extended by the CO.

3.0 SCOPE OF SERVICES:

The Contractor shall provide services to support the Facilities, Regional Operations, & Security Branch (FRSB) which consists of the Facilities Operation Section (FOS), Regional Facilities Operations Section (RFOS), and Security Enterprise Program Section (SEPS) among others throughout FDIC. Many projects are anticipated to support FOS's and SEPS's need for repairs, modifications, renovations/upgrades, and capital investment projects as it relates to FDIC's owned existing building and engineering systems. Contractor may need to coordinate with other FDIC contractors and/or external parties, as required, to understand and access the full parameters of the scope. The Contractor must effectively manage multi-disciplinary teams to ensure successful project completion. Professional services are architectural or engineering nature associated with planning, development, design, studies, construction, alteration, repair, construction management, and any other services related to existing building and site improvements. The Contractor must also effectively address the FDIC's needs through design-bid-build (DBB) or design-build (D-B) approaches as determined by the FDIC. The Contractor shall promptly disclose to the CO any actual or potential organizational conflict of interest that may arise during the performance of work under this contract, including but not limited to situations where the Contractor or its subcontractors have a financial interest in construction firms that may bid on projects designed under this agreement.

Tasks shall be issued with the intent of developing and completing projects to enhance the workplace environment, improve the reliability of building systems, modernize existing infrastructure and technology systems, and enhance sustainable operations when feasible. A full range of program management services may, or may not, be required

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from initial planning and design of the project through completion of construction, training, and move management services.

The Contractor shall ensure the highest degree of professionalism to develop innovative and functional design concepts in harmony with FDIC's needs and objectives. Furthermore, the Contractor shall use reliable procedures to control costs, schedule, and implement quality control during all phases.

FDIC's list of capital improvement and major repair projects that may require A/E support are identified in Appendix A. This attachment is a matrix that includes the best available information for each planning, design, capital improvement and major repair project (hereinafter referred to as "Project"), and identifies the purpose for the project. Many projects require expertise on studies, improvements, and repairs to base building infrastructure projects focusing on mission-critical facilities, safety, and sustainable modernization.

NOTE: *Appendix A is a non-exhaustive Project listing that FDIC has developed based on equipment/system life-cycle, building conditions studies, maintenance and repair history, relevant industry standards, physical security assessments, recommendations from professional staff, etc.*

FDIC may, at its discretion, and with input from the Oversight Manager (OM), modify the Project listing during the contract period of performance based on changing strategic and budget priorities, and available resources.

3.1 Architectural and Engineering Services:

The Contractor shall provide professional services to complete all reports, drawings and other work products required to design a complete and fully functional project for solicitation and construction. As the architect and/or engineer of record on projects, the Contractor shall be required to submit professional stamped architectural and/or engineering drawings and documents necessary for FDIC construction requests for proposals, internal/external review, or public approval as required.

The Contractor shall be capable of providing and managing a full range of architectural, interior design, and engineering services, on multiple concurrent projects, required for the short and long-term repair and rehabilitation of owned and leased building systems, including but not limited to space stacking, blocking and programming, interior & exterior renovations, base-building infrastructure, mechanical systems, heating, air conditioning and ventilation systems, electrical systems, plumbing systems, fire alarm and sprinkler systems, roofs, elevators, and building structures. The Contractor shall be capable of developing short- and long-term capital improvement plans, energy management studies and planning, and technology improvements for building operations, repair and maintenance and space utilization studies and plans.

Architectural and Engineering services may include, but not be limited to the following:

3.1.1 Pre-Design/Conceptual and Programming Services:

The Contractor shall provide pre-design and space program services to determine staffing allocations and space requirements to support building and site planning, design and construction efforts. The Contractor shall meet with OM and FDIC representatives to conduct interviews, or by other means, to achieve an understanding and document functional, operational, and organizational objectives and requirements. The Contractor shall develop quantifiable requirements for space and budgetary capacity and a full needs assessment and further refine task scoping. Pre-design services shall also include an evaluation of applicable sustainability standards and energy conservation measures (ECMs), including but not limited to ASHRAE 90.1 and relevant Executive Orders on federal building performance. Pre-design and space programs shall include, but are not limited to, the following:

i. Narrative descriptions
ii. Graphical representations, stacking and block plans/diagrams
iii. Tables and charts of space types, functions and size
iv. Graphical concepts to illustrate project plans and space allocations
v. Rough order of magnitude (ROM) cost estimates through analogous or parametric methodologies
vi. Identification of long-lead/specialty items

3.1.2 Schematic Design (SD) Drawings

The Contractor shall provide Schematic Design drawings and specifications in support of construction, renovation, and improvement projects. Schematic Design phase shall further develop pre-design concepts, or concepts specified in the project Task, to a level of detail that includes specific functional and adjacency requirements and establishes the aesthetics of the design. Each progressive design submittal should build upon

the previous information to provide a clear basis of design development and design philosophy fitting to the project. Schematic design drawings include, but are not limited to, the following documents:

i. Conceptual drawings of buildings, floor plans, or other improvements
ii. ROM cost estimates through analogous or parametric methodologies
iii. Site locations, geographies, and building shapes
iv. Initial specification lists to determine areas of further evaluation with identification of long-lead/specialty items impact on budget and schedule
v. Conceptual design and/or program of requirements for Design-Build solicitations
vi. BIM 4-D models aligning with Level of Development (LOD) standards 100/200, if requested

3.1.3 <u>Design Development (DD) Drawings:</u>

The Contractor shall provide Design Development drawings and specifications in support of construction, renovation, and improvement projects. The Design Development phase refines and details the schematic design concepts, ensuring all project requirements are met through advanced planning. Submissions at this stage must show coordination of trades and clarity of scope and design intent. This phase will also provide a visualization of the project and communicate the character of interior and exterior spaces. At the completion of the Design Development phase, design solutions have been established, and no functional changes are anticipated. Design development drawings include, but are not limited to, the following documents:

i. Preliminary drawings of buildings, floor plans, trades or other improvements coordinated to show intent for proposed design solution
ii. Narrative descriptions of impacts, constraints, and specifications , plus the impacts to budget and schedules from long-lead/specialty items.
iii. Development of all specifications for materials, equipment, fixtures, and finishes required for each project
iv. Cost estimates through parametric or bottom-up methodologies
BIM 3-D models aligning with LOD 300

3.1.4 <u>Construction Document (CD) Drawings:</u>

The Contractor shall provide Construction Drawings to support construction solicitation of projects, renovations and other improvements. Also included at this phase are the final cost estimate, the final phasing plan, and the construction schedule. This stage of design further refines the models, drawings, design details, and specifications approved in Design Development so that the project can achieve its highest value and performance suitable for the building's lifecycle. All design documents will transition into formats suitable for pricing, permitting and construction.

The purpose of the Construction Document phase is to ensure: all analysis and models are complete and compliant with code/requirements; provide specificity and level of detail required for construction of the project; resolves and eliminates conflicts in the coordination of all trades; and finalizes the project's documentation for construction. The final Construction Documents should be of sufficient detail, quality, and clarity, as a standalone set of documents, such that construction contractors are able to successfully bid and build a complete and fully functional design with little to no additional guidance or clarification from the A/E or the FDIC. The Contractor shall perform a constructability review of the Construction Documents prior to final submission to identify potential construction conflicts, sequencing issues, coordination gaps, and value engineering opportunities. The results of this review shall be documented and submitted to the OM as part of the final CD package.

The final submission must be a "clean copy", and all documentation shall be complete, fully coordinated, and ready for use by a General Contractor. All construction documents and calculations must be signed and sealed by a professional A/E at the 100% submission. Construction Document drawings include, but are not limited to, the following documents:

i. Complete set of all disciplines required for construction solicitation and bidding
ii. Complete set of a specifications to support means, methods, materials, fixtures, equipment and finishes
iii. Detailed cost estimates through bottom-up methodologies
iv. BIM 3-D models aligning with LOD 400.
v. For projects requiring BIM deliverables, the Contractor shall develop a BIM Execution Plan (BEP) at the onset of the project, defining model uses, LOD requirements by discipline, file-naming conventions, clash detection protocols, and model review milestones. The BEP shall be submitted to the OM for approval prior to commencement of the Design Development phase

DRAFT

3.1.5 Post Construction Award Services (PCAS):

The Contractor shall provide PCAS to support contracted designed services which lead to active construction projects. Construction Period services shall include, but are not limited to, the following:

i. Request for Information (RFI) reviews
ii. Construction activity verification and site inspections, if required
iii. Drawing reviews and clarification
iv. Construction contractor proposal reviews
v. Construction drawing updates to reflect As-Built condition
vi. BIM 3-D models aligning with LOD 500

3.1.6 Studies, Reports and Other Technical Services:

The Contractor shall perform all field and office work as required to accomplish specific studies and objectives of the Task. Services shall present the Contractor findings in a report, to include: a narrative description summarizing context of the study; description of all plans and schemes considered for obtaining the desired end result of the study; sketches, renderings, drawings as necessary to present and illustrate the details and results of the study; estimates of construction costs, including comparative cost for indicated alternate plans and schemes; and summary of results, conclusions, and recommendations.

Types of services may include, but are not limited to, the following:

i. Compliance and permitting services (i.e., Historic Preservation and Environmental compliance, external agency review support, etc.)
ii. Construction field engineering services (i.e., inspection, laboratory testing, on-site testing, safety engineering, etc.)

   Tests: Unless specifically excluded in the construction specifications, all testing shall be performed by the Construction Contractor or by qualified personnel employed by the Construction Contractor. To enable the Construction Contractor to estimate testing costs, as well as all other construction quality control phases, all tests to be performed shall be stated clearly in the specifications prepared by the A/E. The Contractor shall coordinate with other FDIC contractors, including the CMTSS contractor, as directed by the OM. The Contractor does not act as an FDIC representative unless expressly authorized in writing by the CO.

   The testing descriptions contained in the specification shall state what is to be tested, Standards or Specifications to be applied, number of units, and frequency of testing. Acceptable limits of test results will be stated. Manufacturers or suppliers certified tests, when made in accordance with recognized commercial standards or procedures such as ASTM International (formerly the American Society for Testing and Materials)will be acceptable. The A/E shall provide electronic copies to the FDIC of each standard referenced in its specifications.

   Inspection: The A/E shall determine the level of inspection required for each project and the optimum inspecting party (i.e., the Construction Contractor, the A/E, and/or the Government.) The A/E's recommended inspection plan shall be submitted to the FDIC as part of the concept design specifications.

   As-Built Drawings: The A/E shall include in its general specification a requirement that the Construction Contractor prepare and certify one complete set of red-penciled As-built drawings; that the As-built drawings be maintained and updated daily at the construction site; and that the Construction Contractor deliver the final As-built drawings to the FDIC within two calendar weeks after construction completion. The A/E is responsible for writing these requirements into the construction specifications. The A/E is not responsible for actually completing the As-built drawings, unless specifically agreed upon between the Contracting Officer (CO) and the A/E contractor.

iii. Facilities engineering services (i.e., condition assessments, energy use analysis, life-cycle cost analysis, etc.)
iv. Planning and programing services (i.e., cost estimating, scheduling, capital investment planning, space utilization and design, programing and budgeting, etc.)
v. Technical expert services (i.e., destructive and non-destructive testing of existing structures,

DRAFT

engineering investigation, etc.)

vi. Consultant services (i.e., Facility operations analysis and strategy development, technology integration and implementation, etc.)

vii. Furniture, finishes, and equipment procurement and installation packages. (i.e., selections, specifications, budgets, installation plans, furniture detailed parts list, finish boards, project FF&E specification binders, etc.)

viii. Full services move management services (i.e., inventory FF&E, studies/programs for FF&E relocation/requirements, manage and oversee moves, closeout of leased buildings, etc.)

ix. Revit start-up/transfer from AutoCAD (i.e., transfer of as-built drawings, records, on-site surveys and data input, establish standards, tools, etc.)

x. Technical Documentation Support efforts may include inventory control of drawings, or conversion of drawing files into Revit format, and the scanning of prints into Revit format.

4.0 TASK ASSIGNMENT (TA) PROCEDURES

Projects will be processed as Task Assignments (TA), as described below, which are formally executed via bilateral modification to the Contract. No work shall begin until the TA is signed by the CO, Contractor, and OM. The Contract-level Project Manager must be the main coordinator of all TAs.

4.1. Request for Task Assignment Proposal (RFTAP) Process

For each TA, the Contracting Officer will issue a request for TA proposal (RFTAP) with a TA Cover Page (see Attachment ##) and either a detailed SOW or a high-level Statement of Objective (SOO), along with other relevant attachments as needed.

A SOW will provide a well-defined scope, deliverables, timelines, required key personnel, subcontractor requirements, type of field verification required, and other pertinent details. A SOO will provide broad, high-level objectives or desired outcomes, providing maximum flexibility for the Contractor to further refine project scoping and develop the SOW for the Project.

FDIC will provide as much information as possible regarding its task requests. In generating proposals, the contractor is expected to provide an estimate with a reasonable level of effort based upon the information provided by the FDIC.

The Contractor is prohibited from charging the FDIC for time responding to requests for proposals.

4.2 Task Assignment Proposal Package

The Contractor must submit a response within three (3) business days from issuance of the RFTAP, unless otherwise specified. If the Contractor determines that additional time is needed due to project complexity, a written request for extension with justification shall be submitted to the CO and OM within one (1) business day of receipt of the RFTAP.

The Proposal Package shall include the TA Cover Page, the updated Task Log (Attachment ##), the A/E fee Proposal (Excel Format). The FDIC CO reserves the right to change or revise these documents whenever deemed necessary.

4.3 Pricing

4.3.1 The RFTAP will specify the contract pricing structure, which may be firm-fixed-price (FFP), time-and-materials (T&M), labor hour (LH), or a hybrid of multiple structures. Pricing shall be presented with a FFP or NTE value based on fixed hourly rates for pre-negotiated labor categories as listed in section B of the contract. Discounted unit pricing is permitted; however, all discounts offered to the FDIC should be clearly identified in the proposal documentation. Pricing for each TA shall be subject to a price reasonableness assessment and, where applicable, negotiation between the CO and the Contractor. The proposal shall contain the following information:[CC1.1][JST1.2]

4.3.1.1 Proposed hours and fixed hourly rates for pre-negotiated labor categories as listed in Section B of the Contract.

4.3.1.2 A listing of NTE reimbursable materials and estimated ceiling.

4.3.1.3 A listing of NTE reimbursable travel and estimated ceiling.

4.3.1.4 Detailed subcontractor supporting proposal data.

4.3.2 For all reimbursable items, the Contractor shall be reimbursed only for actual costs incurred with the appropriate supporting documentation attached to the invoice. The Contractor shall ensure that all reimbursable materials carry the manufacturer's standard warranty and shall assign or transfer such warranties to the FDIC upon project completion.

4.3.2.1 Reimbursable expenses include but are not limited to travel, supplies, and materials as required by the Contractor for execution of the TA. Examples of such items are materials for construction bid documents and incidental expenses. All materials furnished/provided shall be at pass-through cost (i.e. no markup) when charged to the FDIC.

4.3.2.2 In the event that reimbursable expenses under a single TA are estimated to be in excess of $10,000, the Contractor shall obtain and submit a minimum of three (3) price proposals from vendors and select the proposal providing the best value to FDIC. In cases where the lowest price proposal is not selected, advance CO approval is required prior to purchase justifying the best value.

4.3.2.3 If the Contractor furnishes the items, the cost to be reimbursed shall be on the basis of established catalog or list prices in effect when material is furnished, less all applicable discounts; but in no event shall such price be in excess of the Contractor's sale price to its most-favored customers for the same items in like quantity, or the current market price, whichever is lower.

4.3.3 If a Task requires labor categories not included in the contract price schedule, the Contractor shall propose the category with supporting rationale, qualifications, and rate substantiation (e.g. subconsultant quote on company letterhead).

5.0 TASKS

There may be between one (1) and six (6) work phases per task requested. This phasing system will allow orderly progression from the Investigation Phase to the Construction Support Phase when the work requires construction of facilities. If the work is expected to involve only the Investigation Phase, the work could stop at the completion of the Investigation Report. However, the phasing system is set up to allow work progression into the design development phase should it become a requirement.

Each task shall identify the specific phases that shall be accomplished by the Contractor. The fee for each phase will be individually negotiated with the Contractor for each task. This approach will allow reasonable progress payments for work and will provide a stopping point for projects where the results of the initial phase of work determine that further design development is not required.

Work phases are as follows (referenced in % of completion):

1. Investigation Phase
2. Concept Design Phase (35%)
3. Statement of Work Preparation Phase (95%), or
4. Pre-Final Design Phase (95%)
5. Final Design Phase (100%)
6. Construction Administration (CA)

Each phase is further described below. Deliverables are organized by phase to clarify the specific work required at each level. The following requirements are applicable to each "Work Phase" when explicitly designated within the task:

5.1 Investigation Phase

The Investigation Phase shall include a complete engineering investigation and analysis of the work outlined in the task. In most cases the task will provide a brief statement of the problem. The A/E shall identify and investigate all controlling technical, and environmental criteria (i.e., seismic zone, wind

activity, etc.) and include this information in its Investigation Report.

The A/E shall be required to investigate the extent of problems and identify feasible solution(s). This effort may require site visit(s) to gather the necessary information to properly evaluate the problem and determine alternative solutions. The investigation and analysis shall be developed to the extent that sound engineering recommendations can be made by the A/E to the FDIC.

The A/E's recommendations shall be based on sound quantitative engineering and economic analyses and shall be clearly presented in its Investigation Report, which shall be the task deliverable for the Investigation Phase work. The A/E shall include in its Investigation Report the findings, including photographs, and rationale leading to the recommended solution(s) and associated cost estimates, a discussion of alternatives, so that the FDIC may follow the A/E's reasoning and logic and conduct an independent assessment of the A/E's conclusions.

However, the FDIC reserves the right to select alternatives other than those recommended by the A/E and to direct the A/E to proceed with the design development based on the FDIC's choice of solution(s) to a particular problem.

After receipt of the Investigation Report, or design recommendations, the FDIC will return review comments and select alternative design within the time specified in the task.

Investigation Phase deliverables include:

1. Investigation Report
2. Meeting Minutes and Correspondence; and,
3. Response to FDIC Comments

5.2 <u>Concept Design Phase</u>

The concept design phase consisting of analysis, drawings, specifications, cost estimate, and construction schedule shall be developed by the A/E, based on direction provided by the FDIC after the Investigation Phase has been completed. The format for the concept construction schedule shall also be developed during the Concept Design Phase.

The Concept Design Phase shall define the functional aspects of the project, substantiate the project costs, and provide a firm basis for the Final Design Phase.

All systems shall be sufficiently detailed so that the FDIC can approve the concept for further development, without expecting any major changes to the salient systems selected by the A/E or the A/E's construction cost estimate and schedule for building these systems.

The FDIC will normally return review comments within twenty-one (21) calendar days after receiving the Concept Design Phase work or, at the option of the FDIC, schedule a meeting to review the comments with the A/E.

Concept Design Phase deliverables include:

1. Concept Design Analysis.
2. Concept Drawings (35%).
3. Concept Cost Estimates.
4. Concept Construction Schedule.
5. Concept Outline Specification (35%)
6. Meeting Minutes and Correspondence; and
7. List of FDIC (or a client representative) Review Comments with Annotated A/E Dispositions.

5.3 <u>Statement of Work Preparation Phase</u>

Some projects may only require the development of a performance-based SOW for award as a design-build construction contract, other projects may require a more detailed SOW as a design-bid-build construction contract. The SOW shall include the necessary project performance criteria, specification data to help convey performance requirements, and any drawings required to assist the contractor in the preparation of their proposal. In addition to the SOW, the A/E shall provide any design analysis to support the

DRAFT

performance criteria, such as drawings, performance specifications, cost estimates, and construction schedule, based on direction provided by the FDIC after the Investigation Phase has been completed.

The draft SOW shall be sufficiently detailed to minimize additional FDIC input resulting in major changes to the requirements contained in the SOW, cost estimate and schedule.

All the A/E's work shall be in final form, fully coordinated among all engineering disciplines, checked and corrected for errors, inconsistencies, and omissions. The FDIC will normally return review comments or final acceptance within twenty-one (21) calendar days after receipt of the Pre-Final (95%) SOW Phase or, at the option of the FDIC, schedule a review meeting to review its comments on the A/E's proposed Final SOW.

Final SOW Phase deliverables include:
1. Statement of Work.
2. Final Drawings (if required).
3. Final Cost Estimates.
4. Final Construction Schedules.
5. Meeting Minutes and Correspondence; and
6. List of Review Comments with Annotated A/E Dispositions.
7. Final Submittal Log with Dates Required

The A/E's Final SOW submission shall incorporate all comments generated by the FDIC's review. If comments are not incorporated into the Final SOW, the A/E shall make revisions at no additional cost to the FDIC and shall not be paid until the items are accepted by the FDIC. The list of the FDIC's review comments shall be returned to the FDIC and annotated by the A/E to show the A/E's disposition of each comment. The Contractor shall provide written rationale for any FDIC review comments not incorporated into the design. Unresolved comments shall be discussed at a discrepancy resolution meeting with the OM and affected FDIC staff.

Once the A/E receives final approval from the FDIC and/or has incorporated all comments from the Final Design package, the A/E shall submit the electronic files in AutoCAD 2024/Revit software (CAD Standards are provided in Appendix C) and PDF for the drawings, specifications, cost estimate, schedule and SOW electronically. The drawings and documents shall also be delivered in native format such as AutoCAD, Revit, WORD, and EXCEL. The Contractor shall confirm the preferred format with the OM/TM.

5.4 Pre-Final and Final Design Phases

All the A/E's work shall be in final form, fully coordinated among all engineering disciplines, checked and corrected for errors, inconsistencies, and omissions. The final design phase shall consist of a Pre-Final (95%) design submittal, and a Final (100%) design submittal. The final design submittal shall be complete and detailed to enable a contractor to provide a bid proposal to complete the work. The FDIC will normally return review comments or final acceptance within twenty-one (21) calendar days after receipt of the Pre-Final (95%) Design Phase work or, at the option of the FDIC, schedule a review meeting to review its comments on the A/E's proposed Final Design.

Pre-Final Design Phase deliverables include:
1. Pre-Final Design Analysis.
2. Pre-Final Drawings (95%).
3. Pre-Final Cost Estimates.
4. Pre-Final Construction Schedule.
5. Pre-Final Specifications (95%).
6. Meeting Minutes and Correspondence; and
7. List of FDIC (or a client representative) Review Comments with Annotated A/E Dispositions.
8. Final Submittal Log with Dates Required At the Pre-Final Design phase, the Contractor shall identify and document potential value engineering (VE) alternatives that could reduce construction cost, improve constructability, or enhance lifecycle performance without compromising design intent or code compliance. VE recommendations shall include a cost-benefit analysis and shall be submitted to the OM as a separate attachment to the Pre-Final Design package.

DRAFT

Final Design Phase deliverables include:
1. Final Design Analysis.
2. Final Drawings (100%).
3. Final Cost Estimates.
4. Final Construction Schedule.
5. Final Specifications (100%).
6. Meeting Minutes and Correspondence; and
7. List of FDIC (or a client representative) Review Comments with Annotated A/E Dispositions.
8. Final Submittal Log with Dates Required

The A/E's Fina1 Design submission shall incorporate all comments generated by the FDIC's Concept and Pre-Final Design reviews. If comments are not incorporated into the Pre-Final and Final Design, the A/E shall make revisions at no additional cost to the FDIC and shall not be paid until the items are accepted by the FDIC. The list of the FDIC's design review comments shall be returned to the FDIC and annotated to show the A/E's disposition of each comment.

Once the A/E receives final approval from the FDIC and/or has incorporated all comments from the Final Design package, the A/E shall submit the drawings electronically in AutoCAD 2024/Revit files and PDF files specifications, cost estimate, task log, schedule and SOW in Microsoft Word and Excel formats. Two (2) copies, in a media determined by the OM, of all other Final Design deliverables shall be submitted upon final approval from the FDIC. Drawings shall be drawn in AutoCAD 2024/Revit software and PDF format.

5.5 Construction Administration Phase

This phase may include either a periodic or a continual site presence, review and approval/disapproval of shop drawings and submittals; preparation of "Record Drawings" from As-Built drawings; and onsite construction management if required by the task.

Construction management shall include overseeing the Construction Contractor's operation, monitoring execution schedules, processing change orders and claims, reviewing and commenting upon the quality control program and, in general, protecting the Government's interest in all matters pertaining to the construction effort. As-For projects requiring utility shutdowns, life safety system impairments, or work affecting building automation systems, the Contractor shall develop a Method of Procedure (MOP) for each shutdown event. The MOP shall detail the scope of the shutdown, affected systems and areas, estimated duration, notifications required, rollback procedures, and verification testing upon restoration. MOPs shall be submitted to the OM for approval a minimum of five (5) business days prior to the planned event. Built drawings, which are to be prepared by the Construction Contractor, shall be used by the A/E to prepare the Record Drawings. The FDIC will have two weeks to review the above-mentioned items and return any comments to the A/E.

Construction Support Phase deliverables include:
1. Approval/Disapproval of Shop Drawings and Submittal Correspondence.
2. Record Drawings; and
3. Monthly (or in accordance with task) Construction Status Reports, Video Documentation, and Photographs.

5.5.1 eFOS+ / Facility Management Platform Integration

The Contractor shall support the integration of all design deliverables and as-built documentation with the FDIC's eFOS+ facility management platforms (IBM Maximo/TRIRIGA). All final as-built drawings and BIM models shall include COBie data where possible for future integration with eFOS+ and/or the Boland Trane Building Automation System. Each Task shall define the required model version, file format, asset-data fields, and validation requirements. The Contractor shall input and maintain project-related data within eFOS+ and other FDIC databases of record as directed by the OM.

5.6 On-Site Support – Project Specific (Temporary)

Occasionally the OM may require local on-site support from a contractor representative at the FDIC locations listed in section 2.1 to support any of the project-specific tasks identified in section 5.0. When

DRAFT

reporting on-site, transportation expenses will not be provided. However, the contractor can coordinate in advance with the OM to request a temporary parking pass. Labor rates for on-site support will remain unchanged from the labor rates listed in Section B. The FDIC will provide the contractor representative with the items listed in Section 8.3 for occasions when on-site support is requested.

If on-site support is requested for areas outside of those listed in section 2.1, labor rates for on-site support will remain unchanged from the labor rates listed in Section B and travel must be approved by the Oversight Manager and Contracting Officer in advance through the RFTAP or Travel Request approval process.

6.0 GENERAL REQUIREMENTS

6.1 Performance:

Design services required will generally consist of modifying existing building and site features. FDIC may furnish available "as- built", construction drawings, or other documents pertinent to the facilities involved, if such documents are available and approved for dissemination. Such documents, however, are not warranted to show presently existing conditions at the site. The Contractor shall verify in the field all data shown on such drawings as necessary for accomplishment of his/her work and shall obtain all other data as required to ensure complete and proper design of the project. The A/E shall be responsible for confirming or correcting existing as-built drawings based on detailed site investigations. -The FDIC assumes no responsibility as to the accuracy of any as-built information furnished- to the A/E.

i. The design of modifications to existing facilities shall include all changes to the existing construction, utility systems and site improvements as required to provide for the proper connection between existing and new construction and to make the modified or altered facility completely operable for its intended use.

   Where necessary, existing interior and exterior utility systems and services shall be resized as required to provide for loads imposed by the new work. New construction, within limitations of current criteria, shall match existing construction. Task Assignment drawings and specifications shall provide for all required modifications and extensions to existing construction, utilities and site improvements.

ii. All services performed under this contract shall conform to applicable national codes, standards, and regulations for building construction and safety.

   Unless otherwise specified, FDIC generally recognizes and adopts the International Code Council (ICC) collection for buildings and related codes as a benchmark for design. However, additional local requirements, e.g., building owner requirements for leased space, and Federal regulations, e.g., American Disability Act (ADA), may be imposed on projects.

   While it is impractical to cite all required codes, standards and regulations, the Contractor's A/E designer of record shall have sufficient prior professional experience on similar projects, as described in each Task, to approve/sign/stamp final design documents. Consult the OM for clarification as needed.

iii. The Contractor shall be responsible for compliance with and/or incorporating the latest FDIC policy, directives, and guidelines. The F-100 is currently in draft. The Contractor shall incorporate the F-100 requirements upon final issuance by the FDIC.

iv. The Contractor shall self-perform a minimum of 51% of the work under this contract by total contract dollar value. Although it is desired for the Contractor to have sufficient core staff to accomplish most work internally for each project, it's acknowledged this may not be feasible on more complex multi-disciplinary designs. The Contractor must be capable of providing and managing a multi-disciplinary team from within the firm or in conjunction with sub-consultants. If Contractor elects to use subcontractors, the proposed subcontractor's information must be submitted to the CO for approval prior to executing any formal contractual arrangement. All proposed subcontractors shall be identified in the Task proposal. Consult with the CO or OM for establishing a list of approved subcontractors – any changes and updates must be approved by the CO.

DRAFT

v. The Contractor shall have the capability to accomplish multiple projects simultaneously and within established time limits.

vi. The Contractor shall have the ability to sustain the loss of key personnel while accomplishing work within required time limits.

vii. The Contractor shall possess knowledge and application of sustainable design principles and, when required, able to include prescribing the use of recovered materials and achieving waste reduction and energy efficiency in site, facility, and landscape design.

viii. The Contractor shall possess knowledge of modern construction techniques to be incorporated to obtain quality, economy, and to provide a functionally complete and usable facility.

ix. If required by the Task, the Contractor shall be able to identify potential construction alternates and/or develop construction phases to provide narrative, drawings, and cost evaluation for each alternate/scenario. sufficiently incorporate phasing plans into design, drawings and construction documents to successfully achieve desired results.

x. Services provided shall consider the FDIC and site-specific requirements that will influence project schedule and construction impacts on FDIC operations. And when feasible, the Contractor shall mitigate impacts of project construction into design, as appropriate, by indicating construction barriers/fences, proposed laydown space, sequence of work, operational logistics, air and noise pollution mitigation, etc.

xi. At each design phase the Contractor will provide a summary outlining substantive design changes, and any deviations from established criteria such that FDIC reviewers can easily evaluate the proposed changes. Proposed deviations require a short narrative, A/E justification, and cost implications for FDIC review and approval prior to implementation.

6.2 <u>A&E Quality Control:</u>

The A/E shall be directly responsible for the professional and technical accuracy/competency, and the coordination of all designs, drawings, specifications, and other work furnished under this contract. All elements of the design work shall be coordinated to ensure that there are no conflicts among architectural, structural, mechanical, electrical, environmental, broadcast systems, or other broadcast engineering disciplines. All elements of the design work shall be thoroughly reviewed and corrected before each design submission to assure technical accuracy, a clear basis for construction bids, correct spelling and numbering, and coordination between specifications and drawings of all design disciplines and sub-consultants.

Emphasis shall be placed on coordination when elements of the design are performed under subcontracts. All work shall be checked for conformance with all applicable design and performance criteria, adequate design, accuracy of details and dimensions, spelling and grammar. All documents shall be cross-checked against each other for similarity and consistency of dimensions and details.

The Contractor shall, without additional compensation, correct or revise any errors or deficiencies in its designs, drawings, specifications, and other services. Errors or deficiencies in designs, drawings, specifications, and other services must be corrected at no additional cost, regardless of proof of negligence. Resubmissions of corrected documents must include written confirmation that no extra compensation is requested. Additionally, if a design professional's services exceed the initial estimated ceiling or constitute a breach of the professional standard of care (i.e. errors or concerns that were identified by the FDIC, or their client representative, where no correction was taken), then the Contractor will share ownership in the corrective cost as negotiated on a case by case scenario by the Contracting Officer (including the construction cost impact), less any betterment, as proportionately caused by the design professional's negligence. Based on these requirements, the Contractor shall maintain an Errors and Omissions Insurance all times during the Period of Performance in accordance with Clause 7.5.8-9.

Incorporation and use of design Quality Control/Quality Assurance processes to assure fully coordinated, technically accurate plans, specifications, cost estimates and other technical documents. A documented internal Quality Control Program shall be applied to all services performed and shall be used by all sub-consultants. This quality control program should include a system that identifies persistent quality issues and reduces their incidence in subsequent

submittals. This system shall include documentation that is reviewable by the OM upon request. For projects involving life safety systems (fire alarm, sprinkler, emergency power, structural modifications), the Contractor shall engage an independent peer reviewer, not involved in the original design, to review the Construction Documents prior to final submission. The peer review report shall be submitted to the OM with the final CD package.

6.3 Use of Artificial Intelligence and Automated Design Tools:

The Contractor may use artificial intelligence, generative design, automated design, visualization, space planning, modeling, data analysis, or similar technology tools only as aids in performing the services required under this contract and applicable Task Assignments. Use of such tools shall not reduce or replace the Contractor's professional responsibility for the accuracy, completeness, coordination, constructability, code compliance, security, and suitability of all work products submitted to the FDIC.

The Contractor shall ensure that all artificial intelligence or automated tool outputs are reviewed, validated, and approved by qualified professional staff prior to submission to the FDIC. Where professional architectural or engineering judgment is required, such outputs shall be reviewed and accepted by appropriately licensed personnel and, when required, incorporated into signed and sealed deliverables.

The Contractor shall not input, upload, transmit, or otherwise disclose FDIC information, non-public information, procurement-sensitive information, security-sensitive information, personally identifiable information, building system information, drawings, models, photographs, data, or other project materials into any public, external, or third-party artificial intelligence platform without prior written approval from the Contracting Officer and Oversight Manager.

Any artificial intelligence-assisted materials provided to the FDIC, including but not limited to renderings, planning studies, space layouts, concept imagery, narratives, analyses, calculations, schedules, estimates, or design options, shall be clearly reviewed for accuracy and shall not be represented as final design direction unless approved by the FDIC through the applicable review process. Conceptual renderings, layouts, or studies generated with the assistance of artificial intelligence shall be considered illustrative only unless incorporated into approved design documents.

The Contractor shall remain solely responsible for verifying existing conditions, field measurements, code requirements, accessibility requirements, engineering calculations, design assumptions, specifications, quantities, cost estimates, schedules, and all other professional services required by the contract and applicable Task. The Contractor shall not rely on artificial intelligence or automated tools as a substitute for independent professional analysis, field verification, quality control, or interdisciplinary coordination.

Upon request, the Contractor shall disclose to the FDIC whether artificial intelligence or automated tools were used in preparing a deliverable and shall identify the general purpose of such use, such as space planning, visualization, drafting support, data organization, schedule analysis, or cost-estimating support. The Contractor shall maintain sufficient internal documentation to demonstrate that submitted work products were reviewed and validated by qualified personnel.

All deliverables prepared under this contract, including any content produced with the assistance of artificial intelligence or automated tools, shall be the property of the FDIC consistent with the rights in data and intellectual property provisions of this agreement. The Contractor shall ensure that artificial intelligence-assisted deliverables do not infringe upon the intellectual property rights of any third party.

Use of artificial intelligence or automated tools shall comply with all applicable FDIC information security, privacy, confidentiality, records management, and intellectual property requirements. The Contractor shall ensure that no FDIC information or project data is used to train, improve, or otherwise develop third-party artificial intelligence models or tools without prior written authorization from the FDIC. The Contractor's use of such tools shall further comply with any policies governing the use of artificial intelligence that the FDIC may issue or update during the period of performance.

6.4 Construction Quality Control:

The FDIC’s participation in the "approval/testing/inspection" aspects of the construction contract will be minimal. Most of these functions shall be performed by the Construction Contractor as a part of its construction efforts and

their construction quality control costs shall be included in the construction bid prices. However, the A/E shall recommend to the FDIC exceptions to this procedure if deemed appropriate.

If the Construction Support Phase as described in this contract is required, the A/E shall assist the FDIC in the approval of shop drawings, catalog cuts, material submittals, test reports, certifications and other construction-related documents as outlined in the Task for such work.

6.5 <u>Reports and Logs:</u>

(a) Monthly Report (Attachment ## or Equivalent):

No later than the 10th business day of each month, and prior to invoicing, the Contractor shall submit a consolidated report in Excel format and be prepared to have a monthly meeting with stakeholders to present the report via MS Teams. The Contractor may use the provided template or propose any format for FDIC approval.

The report shall detail the following, at a minimum:

i. Project Status and TA Change Log: Include a summary status of all ongoing tasks, including award and expiration dates, total duration, Technical Monitor names, TA changes, and significant issues and actions that have cost and schedule impact.

ii. Parent Contract Modification Log: Provide a log of all modifications to the parent Contract, including the effective dates, brief summary of the modification purpose, and impacts to expiration date and dollar value as applicable.

iii. Invoices and Expenditures Log: Provide a log of all invoices broken out by Monthly On-Site Support Services or TA number. Include invoice numbers, dates, total invoice amount, invoice payment status, remaining Monthly FFP balance or TA balance, billing status (i.e. ongoing or complete), and value returned to ceiling. Only TAs with non-FFP pricing elements may potentially result in unused funding being returned to the total approved compensation ceiling. All total Award Values (i.e. NTE or FFP), shall be kept up-to-date.

(b.) Quarterly Innovation/Accomplishments Summary:

On a quarterly basis, in addition to the Monthly Report presentation, the Contractor shall provide an Innovation and Accomplishments Summary in PowerPoint format highlighting particularly noteworthy project progress, accomplishments, innovation, budget and expenditure status, schedule performance, challenges and issues encountered, lessons learned, and photographic documentation of completed work (as applicable). Format to be developed in collaboration with the OM.

(c) Time and Attendance Log:

For the purposes of monitoring Contractor's invoicing and for verification of hours worked for each applicable labor category, the Contractor shall maintain daily time and attendance logs for all contract personnel. A summary of these hours by hourly rates and all reimbursable costs shall be submitted by the first week of each month to the OM and CO electronically in Excel format.

Copies of both the Monthly reports and the Time and Attendance logs shall be imbedded utilizing Adobe's attachment tool to the Contractor's monthly invoice as a PDF submission.

6.6 <u>Work Hours:</u>

The Contractor shall provide qualified staff during FDIC working hours (7:00am-6:30pm) that are proposed and approved by the Task Assignment. Service may be required for special programs or maintenance. The Contractor shall schedule personnel in split shifts if required to ensure coverage during operating hours without incurring overtime. Requests for overtime hours shall be approved in advance by the Contracting Officer in writing.

DRAFT

Work will be performed during regular working hours unless agreed upon by the OM prior to commencement of work. The Contractor shall not be reimbursed for work completed at overtime or special time rates without prior approval in writing from the Contracting Officer. Federal holidays (inclusive of changes based on executive orders), sick days, vacation and leave due to inclement weather are not reimbursable by FDIC.

6.7 Contractor Travel/Parking:

All Contractor travel is limited to mission-essential only. The number of travelers shall be limited to the minimum necessary for the success of the mission. Travel Authorization Requests shall be pre-approved by the Oversight Manager or the Contracting Officer and shall identify the purpose, timing, origin(s), destination(s), number of travelers, and include a justification for why travel is mission essential. The Request shall provide a NTE travel allowance based on estimated travel costs. This written approval must be kept in the Contractor's project files and shall be submitted as an attachment to the applicable invoice.

Travel is reimbursed in accordance with the Contractor Travel Reimbursement Guidelines (Link - https://www.fdic.gov/about/doing-business/acquisition/contractortravelguidelines.pdf as listed in Clause 7.5.13-10).

(a) Site Visits:

Travel for Contractor site visits within the FDIC's DC and Virginia locations will not be reimbursed. Reimbursement for site visits outside of the FDIC's DC and Virginia locations for the purposes of generating a task proposal require advanced written approval by the Oversight Manager or the Contracting Officer.

(b) Parking:

If requested by the Contractor, up to five (5) parking spaces may be authorized on-site depending on availability.

(c) Task Related Work:

The Contractor and their respective subcontractors are responsible for transportation of their employees to and from job sites and parking for FDIC's DC and Virginia Locations. FDIC will not reimburse or provide parking for task work in the FDIC's DC and Virginia Locations.

Use of FDIC vehicles by contractor is specifically prohibited. Contractor shall supply the necessary equipment, including vehicles, to transport supplies, materials or equipment to successfully complete the work assigned.

All task proposals shall clearly identify a detailed "Not-to-Exceed Travel Allowance" to successfully perform the task (excludes site visits for the purposes of generating a proposal).

7.0 DELIVERABLES:

7.1 Investigation Reports

7.1.1 General Requirements

(a) Each Investigation Report (IR) shall describe and provide the results of all work completed under the Investigation Phase. The IR and associated design effort shall be based on sound engineering investigation and analysis of the work outlined in the task. The report shall clearly document and present all the work performed.
(b) The IR shall contain the following as a minimum:

1. Statement of the work or problem that was investigated.
2. Discussion of the investigation.
3. Analysis of all controlling technical criteria.
4. Description of all solutions considered by the A/E.
5. Drawings and sketches required to present and illustrate the solutions Considered and the basis for proposed recommendations.
6. Cost estimates for alternative solutions, including construction costs, Energy payback, economic analyses, etc.; and

7. Overall results, conclusions, and recommendations.

7.1.2 Format

All deliverables shall be submitted in electronic format unless otherwise specified by the OM in the Task. The specific media and format shall be determined at Task award. The main text shall be in Microsoft Word format. The narrative must describe what is being accomplished, must identify each input and output value in standard engineering terms, and must contain sufficient detail for verification purposes.

7.2 Design Analysis

7.2.1 General Requirements

(a) Design analysis is defined as the detailed calculations for the architectural, environmental, civil, structural, mechanical, electrical, electronic, fire protection and detection, power generation, and any special design required for the component parts of the overall design. These computations shall be clear and in sufficient detail so that the step-by-step analytical sequence may be readily followed. Assumptions used in the development of the design shall be clearly stated by the A/E.

(b) Design parameters and maximum loadings will be agreed upon prior to concept design. Designs are to be based on local codes, regulations and conditions, as well as the latest edition of applicable nationally accepted codes such as American Institute of Steel Construction (AISC), American Concrete Institute (ACI), Electronic Industries Association (EIA), American National Standards Institute (ANSI), American Society of Civil Engineers (ASCE 7-98), Environmental Policy Acts (EPA), National Electrical Code (NEC), National Plumbing Code (NPC), American Water Works Association (AWWA), the International Building Code (IBC), the Building Officials and Code Administrators National Building Code (BOCA), Americans with Disabilities Act (ADA), and Occupational, Safety, and Health Administration (OSHA).

(c) Design analyses shall include the following:

i. Architectural: Provide analysis of each major building system and material; identifying color, finish, texture, strength, durability, and R Value. Show all calculations referenced in governing building codes, including egress requirements and fire resistance ratings.

ii. Civil and Structural: Provide design loads, working stresses of various materials, applied soil bearing pressures, and structural design computations.

iii. Mechanical: Provide piping analysis, including plumbing and sanitary facilities, the methods and calculations used in determining capacities of all equipment, and the sizes of all pipes, ducts, heating, ventilating, air conditioning systems, and fire protection and suppression systems.

iv. Electrical: Calculations for achieving the recommended levels of illumination, fire alarm and detection, along with load calculations for the proper sizing of feeders, branch circuits, panel boards, transformers, services, and other equipment shall be included in the A/E's design analysis. Voltage drops shall be calculated for all conductors, where the wire size is based on this factor as compared to current carrying capacity. Load computations shall include demand and diversity factors. Conductor grouping and raceways shall be designed based on feeder and branch circuit amperages. Short-circuit calculations shall be performed to determine adequate short-circuit ratings for protective devices. Protection coordination studies shall be performed as required to provide the best balance between protection and device selectivity.

v. Environmental: Provide an analysis of all existing and potential environmental conditions and impacts, including investigations and site characterization (identification) of the presence of all environmental hazards, and proposals for mitigation and/or removal of any such hazards in accordance with current EPA or State/Local standards.

vi. Electronic: All electronic equipment systems, both High Frequency (HF) and Medium Wave (MW) shall be identified and specified by the A/E. The A/E's design/installation plan shall indicate how these

DRAFT

systems are to be installed and interconnected.

vii. Other: Design characteristics required for items which deviate from accepted standards, including all pertinent calculations thereto, and the basic assumptions used in the design, shall be included in the A/E's design analysis.

7.2.2 Format

All deliverables shall be submitted in electronic format unless otherwise specified by the OM in the Task. The specific media and format shall be determined at Task award. The main text shall be in Microsoft Word format. Calculations and diagrams may be handprinted.

7.2.3 Deliverable

Design Analysis shall be provided to the OM, or their designated project representative, unless a different quantity is specified in the task. The final submittal shall also be provided in pdf and Microsoft Word, electronic format.

7.3 Drawings

7.3.1 Types

(a) Concept Design Drawings (35%) shall show all basic features, materials, methods of construction, and systems to be used in the project construction. The drawings shall show sufficient detail to define size, shapes, capacities and the extent of all project systems. However, the specific details required to construct the systems are not required at this phase of the project design.

(b) The following are typical elements shown on the Concept Design drawings:

1. Site plan.
2. Floor plans.
3. Cross sections.
4. Elevations.
5. Mechanical block diagrams; and
6. Electrical one-line diagrams.

(c) Acceptance of Concept Design drawings by the FDIC shall be required prior to preparation of Final Design drawings.

(d) Pre-Final (95%) and Final Design Drawings (100%) are those drawings prepared by the A/E as fully detailed design presentations, based on the review of and comments on the Concept Design submission. They shall be in sufficient detail for use (with the accompanying specifications) by a qualified Construction Contractor to bid on and construct the work. The level of detail shall minimize the necessity of developing further plans for construction except for preparation of shop, fabrication, and installation drawings. A coversheet with the project title and sheet index is required as part of the Pre-Final and Final Design drawing packages.

(e) Record Drawings shall be prepared as part of the optional Construction Support Phase. The A/E shall use the As-built drawings prepared by the Construction Contractor to produce the Record Drawings. The As-built information shall be delivered in electronic formats of AutoCAD 2024/Revit software drawings and PDF using the same standards that were used for the originals. The words "Record Drawings" shall be placed in the title block along with the date of completion, and the words "Revised As-built" shall be placed in the revision block.

7.3.2 Format

The A/E shall prepare all drawings using a version of 2020 AutoCAD/Revit software and PDF, and shall provide these drawing files to the FDIC electronically, unless otherwise directed by the OM.

7.3.3 Deliverable

The A/E shall provide the Concept and Final Design drawings electronically in AutoCAD/Revit formats and PDF.

7.4 Specifications

7.4.1 General Requirements

(a) The specifications shall be prepared in Construction Specification Institute (CSI) format. The use of "streamline specifications" which are not sufficiently comprehensive and detailed, and which require an excessive amount of interpretation, will be unacceptable.

(b) However, at the Concept Design Phase, only preliminary specifications will be required. The specifications shall include the quality of materials used, method of application, reinforcing, anchorage, hanging, mounting, etc. of each component part of the design, the quality of workmanship to be used, the finished results to be achieved, and other data explaining or guiding the performance of the work.

(c) The use of trade names and the term "approved equal" shall be minimized in the specification document. Use of trade names with an "or equal" shall require a description of salient characteristics which an alternate product would be required to meet to be considered equal. As far as practical, all material, equipment, and supplies required for construction shall be defined in terms of, or by reference to, applicable Federal and commercial specifications. Military specifications should not be used where an acceptable commercial or other Federal specification is adequate to meet the FDIC's needs.

(d) If Federal and commercial specifications are not available, other general specifications used in the construction industry, such as ASTM, NEMA, AISC, ASME, ASA, may be employed, or the items described in sufficient detail to permit full and open competition among a minimum of three sources for the materials and supplies.

(e) The A/E shall furnish a complete engineering description of all equipment, together with its functions. The sequence of operation shall be provided if a system consists of a combination of items of equipment used in a circuit or system.

(f) Specifications prepared by the A/E for installation, construction, and proof-of-performance testing of equipment shall be formatted to facilitate their removal from the general specifications for the purpose of independent procurement. Specifications shall include requirements for instruction books, installation drawings, repair parts, and other data for installation, maintenance and operation of equipment.

(g) The A/E shall specify that the Construction Contractor consolidates all instructions and provides them in an instruction manual format. The A/E shall also specify spare parts that the Construction Contractor shall be required to furnish for items difficult to match and/or replace or are expected to be needed during the first year of operation.

(h) Division 1 of the specifications shall include a project summary so that the reader can readily grasp an understanding of the total project, the primary trades that will be required, where the project is and what deficiencies it will correct.

(i) Division 1 of the specifications shall not include any project requirements already covered by FDIC APM clauses. Any recommended amplification or supplementation of FDIC APM clauses shall be submitted in electronic format unless otherwise specified by the OM in the Task ,titled "amplification and/or supplementation of FDIC APM clauses." These documents shall not be included as part of the project specifications.

(j) In the specifications for structures and installation of equipment, the requirement for complete facilities, ready for operation, shall be written into the specifications as a Construction Contractor requirement. The Construction Contractor shall be required to make and certify proof-of-performance measurements of all equipment and systems prior to acceptance by the FDIC. If Federal specifications or other general type specifications are used as references, the type, class or grade for each item shall be delineated.

(k) Repetitive standards for various functions (architectural, structural, mechanical, electrical, etc.) not shown

DRAFT

on the drawings, shall be covered in the specifications. Examples of such repetitive standards include outlet elevations, door-knob locations, etc.

(l) The Construction Contractor shall be required to certify that all equipment and systems, except Government Furnished Equipment (GFE) items, comply with the design requirements delineated in the A/E's specifications and drawings.

7.4.2 Format

The specifications shall follow the three-part CSI format and shall be provided in hard copy form, and digitally in Microsoft Word format.

7.4.3 Types

(a) Concept Specifications shall be provided with the Concept Design package. At this stage only preliminary specifications shall be required.

(b) Final Specifications shall be provided with the Pre-Final and Final Design package. These specifications shall be final and fully complete at this design phase.

7.4.4 Deliverable

During the Concept and Final Design Phases, the specifications shall be provided to the FDIC in electronic format for its review. The original shall be submitted to the FDIC after the FDIC's acceptance of the Final Design, in Microsoft Word.

7.5 Cost Estimates

7.5.1 General Requirements

(a) Cost estimates shall be prepared in at least as much detail as though the estimates were a competing bid. The estimates shall include breakdowns of unit costs of materials and labor for each item or service specified, and they will be based on A/E developed schedules to perform the construction work. The breakdown for labor shall not include overhead and profit in the rates. Overhead and profit shall be a separate line item for the entire project. It is the A/E's responsibility to design with the cost estimates established during the Concept Design phase.

(b) The sections of the estimate shall be grouped in the CSI format to correlate with the specifications. All cost estimates are "Procurement Sensitive" and shall be protected from public view. The cost estimates for the Concept and Final Design submissions shall be bound separately from the specifications.

7.5.2 Format

Final cost estimates shall be in an Excel spreadsheet format, separated into the CSI divisions, and shall be provided in hard copy form, and on CDs. All pages must be numbered.

7.5.3 Types

(a) Investigation Phase: Cost Estimates shall be provided with the Investigation Report. Systems estimates will be required as a minimum. Detailed estimates shall be provided when required in the task.

(b) Concept Design Phase: Cost Estimates shall be provided with the Concept Design package. The level of detail of these estimates shall be like Concept Design drawings. The estimates need not be based on price quotations but shall be based on a detailed cost breakdown of each component and an A/E developed construction schedule.

(c) Final Design Phase: Cost Estimates shall be provided with the Final Design package. These estimates shall reflect all aspects of the final drawings, specifications, local material and labor conditions. Price quotations for all major components shall have been obtained and utilized in these estimates.

7.5.4 Copies

Two (2) copies shall be provided at each design phase. The original and two (2) copies shall be submitted after the acceptance of the Final Design phase. The A/E shall also submit the final cost estimate in Excel spreadsheet format.

DRAFT

7.6 Materials and Equipment Schedules

7.6.1 General Requirements

In its drawings, the A/E shall include the schedules of materials and equipment for all major items incorporated in the design, such as doors, windows, mechanical and electrical equipment, ventilators, hardware, etc. Each listing shall consist of an item number, description, and total quantity required. Suggested manufacturers and stock/catalog numbers shall be included for items difficult to procure. It is not intended that this information will be restrictive as to specific manufacturers, and a note to this effect shall appear in the drawings. In addition, the specifications shall include complete detailed information for the items listed and be cross referenced to the item numbers on the drawings and equipment schedules.

7.6.2 Types

Not applicable to these deliverables.

7.6.3 Deliverable

Same requirements as for design drawings (Refer to section 3.1.3).

7.7 Construction Schedules

(a) The A/E shall prepare and deliver construction schedules (where required by the task) at the Concept Design and Final Design phases of the work. The schedules shall be based on reasonable estimates of time required to procure material, mobilize, prepare the site, construct structures, and install and test equipment and systems.

(b) These schedules shall be presented in the form of a bar, precedence, or Critical Path Method (CPM) chart showing only the major segments of work and major milestones. The specific type of schedule required will be agreed upon during each task negotiation. The schedule is not intended to be used to plan or schedule actual day-to-day construction work. The construction schedules shall be provided with the Concept and Final Design submissions electronically upon acceptance of the Final Design.

(c) Under Division 1 of the construction specifications, the A/E shall include a requirement that the Construction Contractor submit, within five (5) days after contract award, a detailed network construction schedule showing all individual activities exceeding a week in duration, their planned/actual durations, and the critical path within the construction network schedule. The A/E shall only include this requirement if the contract estimated amount exceeds the simplified acquisition threshold, and the period of performance exceeds 60 days.

7.8 Shop Drawings and Submittal Correspondence

If the Construction Support Phase is required by the task, the A/E shall be responsible, on behalf of the FDIC, for the administration, review and approval of, and comment on, all shop drawings and submittals. Upon receipt of the shop drawings or submittals from the Construction Contractor, the A/E shall provide an electronic format to the FDIC. Upon final review, comment and acceptance, the A/E shall provide the approved shop drawings and submittals and/or other correspondence to the FDIC.

7.9 Meeting Minutes

The A/E shall be responsible for recording, in writing, all subjects covered and decisions made during designated meetings and telephone conversations with the FDIC. The minutes shall be typed on 81/2" x 11" paper and delivered to the FDIC within seven (7) calendar days after each meeting or telephone conversation.

7.10 Construction Status Report

If the Construction Support Phase is required by the task, the A/E shall be responsible for providing construction status reports on a weekly basis. Each report shall include a description of all the significant events that occurred at the construction site during the week. It shall also include a list of transactions, shop drawings and submittals, or other correspondence. Problems and areas needing the FDIC's attention shall be highlighted in the reports. Progress of the Construction Contractor shall be shown in the reports as a percentage of completion. A digital copy of each report shall be provided to the OM, or a designated FDIC project representative, within seven (7) days after the end of the report period.

DRAFT

7.11 FDIC Review Comments

(a) The A/E shall annotate the submittal document with all FDIC or client representative review comments, providing a written disposition for each comment within the design documentation. In addition, the A/E shall write responses to all FDIC or client representative markup comments directly on the drawings. Furthermore, the disposition of these comments must be documented in writing as part of the design records.

(b) The marked-up drawings, annotated comments, and typed dispositions are due back to FDIC (or a client representative) with the following submittal. For example, the annotated comments and their dispositions for the Concept Design submittal are due to FDIC (or a client representative) with the Final Design documents. Furthermore, the A/E is herein advised that FDIC (or a client representative) must agree with the A/E's proposed disposition of all FDIC (or a client representative) review comments, and FDIC (or a client representative) reserves the right to direct the A/E in the disposition of specific comments on both drawings and specifications.

8.0 GOVERNMENT-FURNISHED ITEMS AND SERVICES:

8.1 The FDIC shall be responsible for the installation and configuration of FDIC-provided hardware (e.g., laptop, monitors, keyboard, etc.), in addition to processing necessary background investigations and security access credentials. Based on their role and required access to FDIC buildings, the Contractor will receive FDIC badge.

8.2 To provide Contractor with Task information for pricing.

8.3 To provide FDIC Computer-Aided Design and Drafting (CADD)-generated drawings for reference and update all FDIC guidelines and standards and an electronic copy of FDIC's Space Utilization Policy (SUP).

8.4 The FDIC shall provide Key Personnel with networked computer hardware, including necessary operating software, along with file printing, scanning, and faxing capabilities. General business applications (e.g., Microsoft Office) are deployed and supported by the FDIC's Division of Information Technology (DIT). FDIC will also provide Revit license log-in (to pull and upload FDIC data), and/or AutoCAD (dependent on transition).

Personnel using FDIC-furnished computers and phones must comply with all Corporation regulations. Only FDIC-provided software may be installed on FDIC computers. Installing non-FDIC software requires approval through the DIT security and Authorization to Operate (ATO) process, which may take several years due to the existing backlog.

8.5 The contract representative will have access to printers and plotter. All non-security communications, such as local and long-distance calls, have transitioned to Microsoft Teams. Long-distance calling is strictly for FDIC business related to this Contract. Any personal use of long-distance services will result in the charges being deducted from billable invoices and may lead to the termination of long-distance privileges for the Contractor.

8.6 To provide access to other systems, areas and information needed to perform Contractor's duties as indicated in the Task.

8.7 Additional government-furnished items that may be provided on a Task-by-Task basis include, but are not limited to: access to the FDIC's eFOS+ facility management platform (Maximo/TRIRIGA), existing record drawings and BIM models, building automation system (BAS) access for read-only monitoring during design investigations, access to the FDIC shuttle service between VASQ and DC facilities, network access and VPN credentials for authorized on-site personnel, and access to FDIC conference rooms and meeting spaces for project coordination. Only approved FDIC software applications may be used on FDIC-furnished equipment. Any non-FDIC-approved specialty software required to perform the work shall be procured by the Contractor at no cost to the FDIC and used on Contractor-owned equipment. Each Task shall specify the government-furnished items applicable to that scope of work.

9.0 RIGHTS TO DRAWINGS, DESIGNS AND SPECIFICATIONS:

9.1 All original drawings, sketches, designs, design data, specifications, notebooks, technical and scientific data, and all photographs, negatives, reports, findings, recommendations, data, and memoranda of every

DRAFT

description relating to the work—or any part of it—shall be subject to inspection by the FDIC at all reasonable times. The Contractor and its subcontractors shall provide proper facilities to enable such inspection.

All of these materials, including all copies, shall be the property of the FDIC. The FDIC may use them for any purpose whatsoever, without any claim by the Contractor, its subcontractors, or its vendors for additional compensation.

Subject to the Contractor's right to retain a copy for its own use, the materials shall be delivered to the FDIC or otherwise disposed of as directed by the Contracting Officer. The Contracting Officer may issue such directions during the progress of the work and, in any event, upon completion or termination of the Contract.

The Contractor's right to retain and use copies is subject to the security, patent, and use-of-information provisions, if any, of this Contract.

9.2 FDIC reserves the right to furnish any or all items required for a particular Task to Contractor as Government-furnished property.

9.3 Non-perishable or reusable reimbursable items shall remain the property of the FDIC in all respects. At any time during the term of this Contract, within ten (10) business days after request by OM (or designee), Contractor shall render an inventory of such reimbursable property provided by FDIC in connection with the SOW. An inventory shall also be submitted at the termination or expiration of the Contract.

10.0 LOCATIONS TO BE SERVED:

10.1 Washington Metropolitan Area as follows:

- 3501 N. Fairfax Drive, Arlington, VA,
- 3701 N/ Fairfax Drive, Arlington, VA
- 550 17th Street NW, Washington, DC
- 1776 F Street NW, Washington, DC
- Services may be required at the Seidman Center campus, including the Seidman Regional Center (SRC), as specified in each Task.

10.2 FDIC Regional Offices and Field Offices.

10.3 New leased space, for test-fits and acquired, as needed, for Washington Metropolitan area, Regional Office areas, and Field Offices.

11.0 KEY PERSONNEL REQUIREMENTS:

The Contractor shall furnish the staff and technical expertise required to meet and perform the requirements of this SOW. For each proposed personnel, the contractor must submit a resume and SF330 form. The key personnel provided by the Contractor are considered essential to the work being performed and shall be professionally certified, if so, required by the Task.

The Contractor will not be permitted to reassign any of the key personnel unless the FDIC approves the proposed reassignment and the proposed replacement in accordance with clause 7.3.2-43. No Key Personnel position shall remain vacant for more than thirty (30) calendar days. The Contractor shall identify a qualified alternate for each Key Personnel position. Dual-hatting of Key Personnel positions is permitted for up to sixty (60) calendar days while a permanent replacement is identified. All Key Personnel substitutions require prior written approval from the CO.

Key personnel shall include, at a minimum, the following individuals: (I) Project Manager, (II) Alternate Project Manager, (III) Design Principal; (IV) Project Architect; (V) Project Designer; (VI) Lead Civil Engineer; (VII) Mechanical, Electrical, and Plumbing (MEP) Engineer; (VIII) Lead Electrical Engineer, and (IX) Lead Structural Engineer. Key Personnel proposed to work under the contract must possess the following minimum qualifications for each of the positions identified below. For non-key personnel labor categories, refer to Appendix B.

11.1 Project Manager and Alternate

The Project Manager shall manage and administer all contract-related performance on programs requiring complex

systems and equipment design, development, implementation, repair, maintenance, testing, troubleshooting, installation, and/or field support; Understand the proper application of diverse engineering related technologies; Perform project planning and resource coordination, including subcontractor management; Estimate, manage, track, and control financial budgets and project-related resources, including subcontracted resources; Estimate and proactively manage project-related workload requirements; Conduct performance measurement, and analyze and report measurement results; Provide technical guidance and oversight in support of project team personnel; Apply business area analysis expertise; Manage, supervise, and monitor contract administration activities; Participate in and support problem resolution; Serve as the client's primary point of contact and to ensure the timely delivery of client support.

Basic Qualifications:

Bachelor's degree in architecture, Engineering, Engineering Technology, Management, Business Administration, or similar discipline

Experience:

Minimum of ten (10) years' experience in the operation and management of architectural and building engineering services. Project Management Professional (PMP) certification or equivalent is preferred.

11.1.1 The Contractor's Project Manager(s) shall also:

(a) Promptly resolve any Contractor employee performance issues and take corrective action with contractor staff

(b) Direct and manage the contractor staff continuously to ensure uninterrupted workflow and excellence in customer service.

(c) Track attendance and performance issues to ensure that all Contractor personnel report to work timely and in accordance with their official work schedule and report attendance as specified by OM. Replacement personnel must be fully trained to adhere to the provisions stated within this SOW.

(d) Interface with the OM routinely and designate a qualified acting supervisor to act on his or her behalf during any period of absence from work.

(e) The PM shall submit monthly progress reports, attend quarterly performance discussions with the OM, maintain current entries in eFOS+, and participate in weekly coordination meetings as required by the OM.

11.1.2 Alternate Project Manager:

If Contractor's Project Manager will be absent for more than one (1) day during a work week, the CO and OM shall be notified in writing (i.e. email), confirming that the Alternate Project Manager will be available during this absence. The Alternate Project Manager shall have demonstrated knowledge and experience equal to the Project Manager.

11.1.3 Union:

The Contractor shall maintain union harmony and comply with union requirements in all buildings involved. The Contractor shall coordinate activities with appropriate Local Chapter as required.

11.2 <u>Design Principal</u>

Basic Qualifications:

i. Demonstrated ability to manage and direct large scale, above 100,000 sq. ft., space planning and interior design projects.

ii. An Architectural or Interior Design degree.

DRAFT

iii. Must have a minimum of 10 years' experience in managing 5–10-person professional teams of architects and engineers.

Experience:

i. Demonstrated ability to successfully manage large scale planning projects.

ii. Capable of transferring program information with design documents.

iii. Knowledge of latest furniture systems and their evaluation.

iv. Knowledge of government property procurement procedures.

v. Demonstrated ability in coordination with other disciplines, e.g. mechanical/ electrical.

11.3 <u>Project Architect</u>

Basic Qualifications:

i. Bachelor's degree in Architecture

ii. Licensed Registered Architect (RA) or American Institute of Architects (AIA) (preferably in VA and/or DC) and shall serve as the Architect of Record for projects requiring sealed drawings.

iii. Experience with commercial and federal building sites.

Experience:

i. Must have 10 years' experience in design of large commercial projects.

ii. Must have demonstrated experience in at least four (4) of the following areas: in the following areas: demolition, asbestos abatement, lead assessment and abatement, roofing systems, building structures, interior and exterior features and finishes, landscape design, architectural programming, graphic presentation, physical planning and antiterrorism and physical security requirements.

11.4 <u>Project Designer</u>

Experience:

i. Demonstrates ability to manage and direct large scale, above 100,000 sq. ft., space planning and interior design projects.

ii. Demonstrates ability to successfully manage large-scale planning projects. Capable of transferring program information with design documents.

iii. Experience with modular furniture systems (e.g., Steelcase, Herman Miller, Knoll), workstation configurations, private offices, and conference/collaboration spaces is preferred. Familiarity with FDIC standard furniture specifications is preferred. and Knowledge of government property procurement procedures is preferred.

iv. Demonstrates ability in coordination with other disciplines, e.g. mechanical/electrical.

11.5 <u>Lead Civil Engineer</u>

Basic Qualifications:

i. Bachelor's degree in Civil Engineering

DRAFT

ii. Licensed PE (preferably in VA and/or DC) and shall serve as the Civil Engineer of Record for projects requiring sealed drawings.

iii. Extensive experience in grading, design, supervision and construction of large Commercial projects.

Experience:

i. Must have 10 years' experience in grading, design, supervision and construction of large commercial projects.

ii. Ability to coordinate with other disciplines, preparation of reports, fieldwork, supervision, shop drawing review etc.

iii. Have experience in the following areas: demolition, site preparation, industrial and sanitary wastewater collection and treatment systems, water treatment and distribution systems, storm drainage systems, geotechnical studies/testing and associated work, earthwork, roads, parking lots, topographic and boundary surveying.

11.6 <u>Mechanical Engineer (MEP)</u>

Basic Qualifications:

i. Bachelor's degree in Mechanical Engineering.

ii. Licensed PE preferably in VA and/or DC and shall serve as the Mechanical Engineer of Record for projects requiring sealed drawings.

iii. Expert in design of plumbing, fire protection and HVAC systems for office buildings.

iv. Experienced in quality assurance and review of HVAC systems.

v. Expert in design of special spaces such as, libraries, computer rooms, and fitness centers, etc.

Experience:

i. Must have 10 years' experience in design, supervision and construction of large commercial projects.

ii. Ability to coordinate with other disciplines, preparation of reports, fieldwork, supervision, shop drawing review etc. Specifically, experience in energy efficient systems, understanding of environmental issues in building design.

iii. Experienced in the following areas: heating, ventilation and air conditioning systems, industrial ventilation, demolition, energy analysis, control systems, steam and hot water boilers and converters, chilled and hot water distribution, compressed air and vacuum systems, engine generator installations, geothermal systems and other related mechanical systems.

iv. Experience with Building Management Systems (BMS) and building automation systems (BAS), including Variable Air Volume (VAV) and Air Handling Unit (AHU) controls, is required.

11.7 <u>Lead Electrical Engineer</u>

Basic Qualifications:

i. Bachelor's degree in electrical engineering.

ii. Licensed PE (preferably in VA and/or DC) and shall serve as the Electrical Engineer of Record for projects requiring sealed drawings.

DRAFT

iii. Ability to analyze, design, assess - distribution systems, power, lighting, security systems, grounding, control systems and telecommunications.

iv. Experience in design of office buildings, conference training centers, libraries, computer rooms etc. Data center electrical distribution experience, including raised floor and overhead plenum configurations, is preferred.

Experience:

i. Must have 10 years' experience in electrical and telecommunication design and supervision of office buildings.

ii. Demonstrated ability in coordination with other disciplines.

iii. Experienced in the following areas: interior and exterior electrical distribution systems, transformers, substations, voice and data communication systems, fire protection systems, mass notification systems, exterior lighting systems, intrusion detection and alarm systems, electrical generation plants, and other related work. Data center infrastructure experience, including critical power distribution, cooling systems, and Tier classification requirements, is preferred.

11.8 <u>Lead Structural Engineer</u>

Basic Qualifications:

i. Bachelor's degree in Structural Engineering.

ii. Licensed PE in VA or DC and shall serve as the Structural Engineer of Record for projects requiring sealed drawings.

iii. Ability to analyze, design, assess distribution on loads within commercial office buildings.

iv. Experience in structural design of office buildings, conference / training centers, libraries, computer rooms etc.

Experience:

i. Must have 10 years' experience in structural design of office buildings.

ii. Demonstrated ability in coordination with other disciplines.

iii. Experience in the following areas: building cladding and framing systems, building foundation systems, structures and foundations for towers, platforms, catwalks, tanks, manholes utility support systems and other related facilities, geotechnical studies/testing and associated work, fuel storage systems, including above-ground storage tanks (AST), underground storage tanks (UST), and day tanks, emergency power systems, including automatic transfer switches (ATS), uninterruptible power supplies (UPS), and emergency generator systems is preferred.

11.9 <u>Principal-In-Charge</u>

The Principal-in-Charge maintains full charge of the project team and is responsible for all assurance and specialized services provided on a specific project. The Principal is responsible for ensuring that all services to be provided as part of the project comply with standards of excellence. The Principal shall determine the nature, timing and extent of work to be performed.

Basic Qualifications:

i. Bachelor's degree in Architecture, Engineering, or Interior Design.

DRAFT

ii. Maintains a current and comprehensive body of knowledge of the accessibility requirements and related guidelines and standards.

iii. Knowledgeable about the principles and practices of the building construction industry.

iv. Ability to interpret codes and regulations.

v. Ability to read and interpret plans and specifications.

Experience:

i. Must have 15 years of experience

12.0 On-Site Support Staff (Key Personnel) – 4.5 Full-Time-Equivalents (FTE)

The Contractor shall provide a multi-disciplinary team of support staff, which will be expected to be on-site at a specified FDIC facility, unless otherwise indicated below. The on-site support staff is considered key personnel under the contract, are considered essential to the work being performed and shall be professionally certified, as required by the task. On-site support staff shall be responsible for inputting and maintaining project-related data within eFOS+ and other FDIC databases of record, as directed by the OM/TM. Key personnel shall include, at a minimum, the following individuals: (I) Senior BIM Manager, (II) Junior BIM Manager, (III) Architect/Interior Designer Revit/CAD Senior; and (IV) one or two Junior Architect/Interior Designer Revit/CAD Technician. Estimated workload data is provided in Appendix A.

Summary of Functions:

i. Perform ongoing building surveys and maintain accurate as built Revit models, including verification of architectural and MEP conditions.

ii. Maintain and refine BIM standards, templates, SOPs, and quality control processes.

iii. Provide Revit and BIM training, troubleshooting, and day to day technical support to Facilities staff.

iv. Track, manage, and update space utilization, occupancy, and vacancy data in TRIRIGA eFOS+ and corresponding Revit models.

v. Conduct quarterly occupancy verification and generate updated occupancy/vacancy reports, stacking plans, and floor plan documentation.

vi. Prepare additional space, staffing, and utilization reports as requested by leadership.

vii. Develop design intent packages and construction documents for small to mid-scale interior renovations driven by mission, staffing, or functional requirements.

viii. Support coordination between facility stakeholders, engineers, IT, security, and Construction/Project Management staff to maintain accurate facilities information.

ix. Provide rapid on-site response for walk throughs, space assessments, changes in occupancy, and emerging operational requirements.

x. Ensure continuity of facility knowledge, accurate documentation, and timely support for ongoing and future space planning initiatives.

The on-site support staff shall be billed as monthly firm-fixed-price services (Severable Day-to-Day Operations and Project Management). On-site staff proposed to work under the contract must possess the following minimum qualifications for each of the positions identified below. On-site support staff shall meet the qualification requirements for their respective labor categories as outlined in Appendix B.

DRAFT

12.1 BIM Manager- Senior (Part-Time)

A senior level BIM Manager shall provide off-site services two days a week with on-site requirements monthly for in-person meetings and site visits at the FDIC.

Responsibilities include, but are not limited to:

i. Create Revit/BIM workflow standards.

ii. Develop and implement project specific BIM execution plans, as required.

iii. Manage master as-built Revit models

iv. Update models for integration into asset management platforms.

v. Provide quality control of vendor and general contractor models at project completions.

vi. Provide training and support to team members in the use of BIM tools and workflows.

vii. Coordinate and participate in Revit standard creation.

Qualifications/Experience:

i. Must have 15 years of Revit experience.

ii. Autodesk Certified Professional (ACP) or Associated General Contractors of America (AGC) Certificate of Management Building Information Modeling (CM-BIM) preferred.

iii. Minimum of 5 years' experience managing BIM/Revit operations for a team of at least 5-10 architects and/or engineers.

12.2 BIM Manager- Junior (Full-Time)

A junior level BIM Manger shall operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval.

Responsibilities include, but are not limited to:

i. Training and supporting team members in the use of BIM tools and workflows.

ii. Ensuring project models and datasets are accurate and reliable.

iii. Developing and implementing project-specific BIM execution plans, as required.

iv. Overseeing the development and management of 3D models and BIM data.

v. Collaborating between FDIC, outside vendors and general contractor teams.

vi. Respond to office reconfigurations, site surveys and continuous Revit support.

vii. Site surveys, measuring and verification.

viii. Preparing drawings and templates.

Qualifications/Experience:

i. Training to BIM Level III.

DRAFT

ii. Must have a minimum of 5 years' experience in managing 5–10-person professional teams.

iii. Minimum of five (5) years of work experience with Revit and architectural/ interior design (work experience does not include experience during college/university).

12.3 <u>Architect/Interior Designer (Revit/CAD) – Senior (Full-Time)</u>

A Senior level architect/interior designer shall operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval.

Responsibilities include, but are not limited to:

i. Office space assignment tracking and employee counts for all FDIC staff and contractors (requires accuracy for studies; DOA FRSB is currently conducting and reporting for space utilization purposes).

ii. Keeping occupancy plans current and accurate with onboarding and departures.

iii. Respond to office reconfigurations, site surveys and continuous Revit support.

iv. Small to mid-size projects to develop small to mid-size scale Construction Drawing sets, which include the activities that are usually included in a Task Assignment (i.e., client meetings, surveys, use of FDIC furniture inventories to confirm availability of product to perform the work, revisions.)

v. Coordinates with other disciplines as required, e.g. mechanical/electrical.

vi. Overseeing the development of 3D models and BIM data.

Experience:

i. Minimum of five (5) years of work experience with Revit/CAD (work experience does not include college/university)

ii. Degree in Architect or Interior Design

12.4 <u>Architect/Interior Designer (Revit/CAD) Technician - Junior (Full-Time)</u>

Two Architect/Interior Designer Juniors shall operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval.

Responsibilities include, but are not limited to:

i. Revit/CAD file maintenance, Revit/CAD file support for sharing files of FDIC Space Planning, Design & Construction Unit (SPDCU).

ii. Office space assignment tracking and employee counts for all FDIC staff and contractors (requires accuracy for studies; DOA FRSB is currently conducting and reporting for space utilization purposes).

iii. Keeping occupancy plans current and accurate with onboarding and departures.

iv. Respond to office reconfigurations, site surveys and continuous Revit support.

v. Small projects to develop smaller scale CD sets, which include the activities that are usually included in a WO, i.e., client meetings, surveys, use of FDIC furniture inventories to confirm availability of product to perform the work, revisions.

vi. Convert existing AutoCAD documents utilizing the standard FDIC templates and drawing sets.

vii. Site surveys, measuring and verification.

DRAFT

viii. Preparing drawings and templates.

Experience:

i. Minimum of three (3) years of work experience with Revit/CAD (work experience does not include college/university).

ii. Equivalent experience at comparable federal or institutional facilities may be substituted for FDIC-specific experience.

iii. Degree in Architect or Interior Design.

13.0 WARRANTY OF SERVICE

13.1 The Contractor agrees that all labor, equipment, supplies and materials furnished under this contract shall be covered by the most favorable commercial warranty which the Contractor gives to any customer (no less than 90 days) for such services and the rights and remedies provided herein are in addition to and do not limit any rights afforded to the FDIC by any other clause of this Contract. The warranty period shall begin after FDIC's inspection and acceptance of the materials and/or services provided. The OM is responsible for documenting FDIC's acceptance.

13.2 Notwithstanding inspection and acceptance by OM or any provision concerning the conclusiveness thereof, the Contractor warrants that all services performed under this contract will, at the time of acceptance, be free from defects in workmanship and conform to the requirements of this Contract. The Contracting Officer shall give written notice of any defect or non-conformance to Contractor within 90 days of project completion. Upon receipt of such notice, the Contractor shall submit a corrective action plan within five (5) business days and complete all corrections within the timeframe approved by the CO, not to exceed thirty (30) calendar days unless otherwise agreed in writing.

13.3 Special conditions or limitations regarding warranties or guarantees are not acceptable. The terms of this contract prevail with respect to all warranties and guarantees of service, workmanship, labor and parts.

13.4 Construction Support Phase services, if provided, may expose quality issues due to design errors and omissions. Corrections to drawings, specifications, and other services are to be made without the necessity of our proving negligence. When this occurs, corrections or revisions to any errors, omissions or deficiencies in designs, drawings, specifications, and other services if created by the contractor, will be corrected during the Construction Support Phase without additional compensation.

Additionally, if a design professional's services exceed the initial estimated ceiling or constitute a breach of the professional standard of care (i.e. errors or concerns that were identified by the FDIC, or their client representative, where no correction was taken), then the Contractor will share ownership in the corrective cost as negotiated on a case by case scenario by the Contracting Officer (including the construction cost impact), less any betterment, as proportionately caused by the design professional's negligence. Based on these requirements, the Contractor shall maintain Errors and Omissions Insurance at all times during the Period of Performance in accordance with Clause 7.5.8-9.

14.0 WORK ENVIRONMENT

14.1 Contractor will be working in and around an office environment occupied by FDIC personnel. Contractor's employees shall exercise safety consciousness and housekeeping habits to maintain the safety and protection of FDIC employees and shall maintain satisfactory standards of competency, conduct, appearance and integrity. Foul language and substance abuse will not be tolerated.

14.2 Dress: All Contractor employees utilized under this contract shall wear clean neat office attire. All Contractor and subcontractor personnel must wear professional attire, featuring a branded company shirt (polo or oxford style), along with clean, full-length trousers or uniform pants – strictly avoiding jeans, joggers, and damaged clothing – plus socks and shoes. Compliance is mandatory within five (5) working days for all new or replacement employees.

14.3 Smoking Restrictions: The Contractor shall comply with the FDIC policy of "NO SMOKING" in any FDIC

DRAFT

leased or owned property. This includes restrooms, machine rooms; electrical rooms, roof areas, parking garages, elevators, loading docks, entranceways, etc.

14.4 Other Prohibited Activities: The possession or use of alcoholic beverages, illegal drugs, firearms, weapons or explosives by Contractor personnel while at an FDIC location is strictly forbidden and any violation shall be cause for an immediate removal of the offender(s) from further work involving the Contract.

14.5 Conservation of Utilities: Contractor shall comply with all recyclable programs as practiced at the facility in which the work is being performed and instruct its employees in utilizing conservation practices.

14.6 Damage due to work performed by Contractor under this contract shall be repaired to match original work in all respects. FDIC reserves the right, at its option, to have repairs made by other vendors to FDIC property for damage for which the Contractor is responsible and bill Contractor for the repairs.

15.0 PHYSICAL SECURITY AND EMERGENCY SUPPORT

15.1 FDIC Badges/Access Cards: **Contractor personnel and their subcontractors who enter the FDIC on a regular basis must obtain FDIC identification badges for entry into an FDIC building, to be always displayed while on the premises. Receipt of an FDIC Badge/Access Card requires completion of annual security training requirements, as detailed in 7.5.2-14, Training for Contractor Personnel. Time spent in the process to acquire an FDIC badge or to complete annual security training is not billable.**

15.2 Contractor shall ensure that all keys and access cards/badges issued to Contractor's individual personnel by FDIC are not lost or misplaced nor duplicated or shared with any other person.

15.3 FDIC may, at its option, require Contractor to replace, re-key or to reimburse FDIC for replacement of locks or a locking system or re-keying because of the Contractor losing keys. Contractor shall immediately report the occurrence of a lost key or access card/badge to OM.

15.4 Contractor shall not open locked areas to permit entrance of persons other than Contractor's employees engaged in the performance of assigned work in those areas. Each Task may include additional security requirements, including escort requirements, badging lead times, material screening procedures, restrictions on photography or recording, limitations on connected devices, and other building-specific security protocols. The Contractor shall comply with all such requirements identified for the applicable Task.

15.5 Contractor shall maintain an up-to-date list of contract employees assigned to FDIC locations and immediately report the termination or separation of any contract personnel to OM. Contractor shall retrieve all badges/keys, or any other FDIC property, from its separating personnel forthwith.

15.6 Emergency Recall:
At the start of the contract, Contractor shall provide OM with a prioritized list of Contractor personnel (at least two) with telephone numbers to be notified during off-duty hours of emergency work requirements.

15.7 Continuity of Operations (COOP):
The FDIC maintains continuity of operations plans for its owned facilities. The Contractor shall participate in the FDIC's COOP framework as directed by the OM. This may include maintaining current emergency contact information, participating in COOP exercises or drills when requested, and ensuring that critical design data and project files are accessible to the FDIC in the event of an emergency relocation or facility disruption. The Contractor's key personnel shall be familiar with applicable COOP procedures for FDIC facilities at which they regularly perform work.

16.0 COMPLIANCE WITH LAWS

16.1 Contractor shall report all safety concerns to OM within one (1) day of identifying the matter and address all concerns punctually, at no additional cost to the FDIC. The Contractor must ensure and address all safety issues. The Contractor shall document and report all safety concerns identified during site visits, inspections, or design reviews to the OM within one (1) business day of identification.

16.2 Contractor shall report all accidents to OM within one (1) hour of their occurrence, and complete any

required reporting forms promptly, at no additional cost to the FDIC. The Contractor's insurance shall be primary.

16.3 FDIC will furnish only emergency treatment, if available, to Contractor employees who may suffer injuries at FDIC locations. If not available, the Contractor must furnish emergency treatment.

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Appendix A – Estimated Workload Data

Any estimated budget is provided only for informational/market research purposes to assist firms in determining whether they have the relevant experience and capacity to manage a contract of this magnitude. Budget amounts are for the entire contract period of performance, including option periods.

Capital Improvement and Major Repair Projects

(Estimated AE Services Contract Ceiling, including FTE services, $19M; Estimated Total ROM for Capital Improvement and Major Repair Projects incl. AE, Construction, and other services $200M)

PROJECT NAME	DESIGN TIMELINE	DESCRIPTION
VASQ Emergency and Standby Generator Installation	2027	VASQ generator installations.
MB Perimeter Security Package	2027	Perimeter hardening and door security at Main Building. Pending leadership direction.
SFRO M/E Reliability	2027	Mechanical and electrical reliability upgrades at San Francisco office.
VASQ A&B BAS Conversion	2027	Future BAS conversion to Trane for Buildings A and B.
VASQ Restroom Renovation	2027	VS Campus restroom renovation due to discontinuation of existing fixtures and parts is preventing capability of repairs and non-matching replacements.
VASQ CCTV Security Camera Installation	2027	Construction management for installation and operation of new hardware. Hardware has been purchased.
Interior construction renovations - all buildings	2027-2030	Design and construction documents for large scale interior office renovations, upgrades, to better utilize space and create additional workspaces.

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Integrated Emergency Operations Center	2028	Emergency operations center buildout.
VASQ Locker Room Modernization	2028	Fitness center locker room renovation at the SRC.
VASQ1 Daycare Center Courtyard Replacement (D-B)	2028	Expansion joints and waterproofing repairs/replacement and playground equipment replacement.
VASQ1 SRC Pool Courtyard Waterproofing Repair	2028	Discovery study and repairs plans for waterproofing of SRC Pool Courtyard.
PROJECT NAME	**DESIGN TIMELINE**	**DESCRIPTION**
MB Cafeteria Accessibility Upgrades	2028	Renovate Main Building cafeteria to install audio visual capability in dining room for multiply meeting set-ups and new furniture to be modular for flexible layouts.
VASQ Courtyard/Envelope Phase 1	2028	First phase of major courtyard restoration and envelope replacement. Includes perimeter security upgrades to buildings A&B, and sidewalk/bollard improvements.
VASQ Courtyard/Envelope Phase 2	2029	Second phase of courtyard and envelope replacement; bollard replacement.
MB Cooling Towers	2029	Replace six cooling towers serving Main Building .
MB Façade Upgrade Phase 1	2029	First phase of exterior façade renewal at Main Building.

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VS Campus Studies: • Chillers • Electrical Infrastructure	2030	• Chiller Study: Review chiller condition, capacity, and efficiency; recommend upgrades. • Electrical Study: Assess electrical system capacity and condition; recommend improvements.
Facility Condition Assessment and Bim Modeling for Main Building and VASQ Campus	2030	• Facility Condition Assessment: Document overall building system conditions and identify needed repairs. • BIM Modeling: Create accurate existing-conditions BIM models for Main Building and VASQ Campus.

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Appendix B

NON-KEY PERSONNEL REQUIREMENTS:

Labor Category	**Labor Category Description** Note: When two (2) years of experience is listed under Minimum Education/Experience Requirements, experience, knowledge, abilities, etc., below, may be demonstrated by education and must be reflected on resume submissions when requested by the FDIC.	**Minimum Education/Experience Requirements**
Architect, Junior	Experienced and knowledge in the following areas: demolition, asbestos assessment, lead assessment, roofing systems, building structures, interior and exterior features and finishes, landscape design, architectural programming, graphic presentation, physical planning and antiterrorism and physical security requirements.	Bachelor's degree in architecture. Two (2) years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Architect, Principal	Experienced in the following areas: demolition, asbestos assessment, lead assessment and, roofing systems, building structures, interior and exterior features and finishes, landscape design, architectural programming, graphic presentation, physical planning and antiterrorism and physical security requirements.	Bachelor's degree in Architecture, Licensed Registered Architect (RA) or AIA (preferably in VA and/or DC) and extensive experience with commercial and federal building sites. Eight (8) years' experience in design of large commercial projects.
Architect-Senior	Experienced in the following areas: demolition, asbestos assessment, lead assessment, roofing systems, building structures, interior and exterior features and finishes, landscape design, architectural programming, graphic presentation, physical planning and antiterrorism and physical security requirements.	Bachelor's degree in Architecture, Licensed Registered Architect (RA) or AIA (preferably in VA and/or DC) and extensive experience with commercial and federal building sites. Minimum of five (5) years' experience in design of large commercial projects.

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Architectural and Engineering Draftsperson/CADD Operator-Junior	Ability to draw, calculate and compute. Ability to use Computer Aided Design techniques for production of design documents specifically experienced in Revit and AutoCAD. Must be conversant with symbols to be able to draw and read engineering and architectural drawings.	Diploma or Certificate in drafting. Ability to work with both engineers and architects. Demonstrable experience in an architectural/engineering organization.
Architectural and Engineering Draftsperson/CADD Operator-Senior	Ability to draw, calculate and compute. Ability to use Computer Aided Design techniques for production of design documents specifically experienced in Revit and AutoCAD. Must be conversant with symbols to be able to draw and read engineering and architectural drawings.	Bachelor's degree in architecture or engineering. Ability to work with both engineers and architects. Five (5) years' general experience in an architectural/ engineering organization.
Architect/Interior Designer (Revit/CAD) Technician	An architect/interior designer will be a full-time position. They will operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval. Basic requirements include; Revit/CAD file maintenance, Revit/CAD file support for sharing files of FDIC Space Planning, Design & Construction Unit (SPDCU), office space assignment tracking and employee counts for all FDIC staff and contractors (requires accuracy for studies; DOA FRSB is currently conducting and reporting for space utilization purposes), keeping occupancy plans current and accurate with onboarding and departures, respond to office reconfigurations, site surveys and continuous Revit support, small projects to develop smaller scale CD sets, which include the activities that are usually included in a WO, i.e., client meetings, surveys, use of FDIC furniture inventories to confirm availability of product to perform the work, revisions, convert existing AutoCAD documents utilizing the standard FDIC templates and drawing sets, site surveys, measuring and verification, and preparing drawings and templates	Five (5) years of work experience with Revit/CAD (work experience does not include college/university), and a Bachelor's degree in Architect or interior design.
Architect/Interior Designer (Revit/CAD) Technician - Senior	A Senior level architect/interior designer will be a full-time position. They will operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval. Basic requirements include; office space assignment tracking and employee counts for all FDIC staff and contractors (requires accuracy for studies; DOA FRSB is currently conducting and reporting for space utilization purposes), keeping occupancy plans current and accurate with onboarding and departures, respond to office reconfigurations, site surveys and continuous Revit support, small to mid-size projects to develop small to mid-size scale CD sets, which include the activities that are usually included in a WO, i.e., client meetings, surveys, use of FDIC furniture inventories to confirm availability of product to perform the work, revisions, coordinates with other disciplines as required, e.g. mechanical/electrical, and overseeing the development of 3D models and BIM data.	Five (5) years of work experience with Revit/CAD (work experience does not include college/university), and a degree in Architect or interior design

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Audio Visual/IT System – Audiovisual Systems Designer	Experienced and knowledgeable in the following areas: aiding in the development and implementation of installing audiovisual systems. Demonstrates knowledge and technical understanding of AV and IT systems. Demonstrates knowledge of researching new software; technological developments to improve various aspects of a project; demonstrates troubleshooting skills and project management skills. Demonstrates knowledge of the architectural, cabling, and control system requirements of AV technologies.	Requires a Bachelor's or associate degree in fields related to AV design and engineering is widely preferred. Two (2) years' general experience in an architectural/engineering organization. Experience in AV systems configuration, IP-based AV networking, and integration of unified communications systems is required.
Audio Visual/IT Systems - Principal	Experienced and knowledgeable in the following areas: aiding in the development and implementation of installing audiovisual systems. Demonstrates knowledge and technical understanding of AV and IT systems. Demonstrates knowledge of researching new software; technological developments to improve various aspects of a project; demonstrates troubleshooting skills and project management skills. Demonstrates knowledge of the architectural, cabling, and control system requirements of AV technologies.	Requires a Bachelor's or associate degree in fields related to AV design and engineering is widely preferred. Minimum/General Experience 10 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Audio Visual/IT Systems – Security Systems Designer	Experience and knowledge in working closely with other designers to share ideas and develop innovative solutions. Performs system design and engineering to include video surveillance, access control, network, etc. Responsible for preparing security design drawings (system layouts, system riser diagrams, installation details using AutoCAD and Revit. Preparing engineering specifications to detail the technical requirements. Coordinate and work with other team members. Meet with clients, architects and engineers to understand project requirements and present design concepts.	Requires a Bachelor's or associate degree in fields related to security design and security is widely preferred. Minimum/General Experience six (6) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Audio Visual/IT Systems – Telecom Cable Designer	Responsible for design and oversight of the installation of telecommunications equipment and facilities, such as complex electronic switching systems to wireland, wireless and fiber optic telephone facilities. Provides support for the customers electronics, civil, structural, and electrical engineering requirements as necessary. Also performs as project manager as required. Responsible for providing the best solution possible for the lowest cost to the client. Strong knowledge and technical understanding of AV and IT systems as well as the ability for all design aspects of systems, including layout and various audio/visual specifications. Knowledge of researching and implementing new software; technological developments to improve various aspects of a project; demonstrates strong technical and troubleshooting skills and project management skills. Demonstrates extensive knowledge of the architectural, cabling, and control system requirements of AV technologies.	Requires a Bachelor's or associate degree in fields related to AV design and engineering is widely preferred. Minimum/General Experience five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

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Audio Visual/IT Systems Designer, Junior	Demonstrates knowledge and understands professional sound systems and audio equipment, video projection and display systems, audio and video conferencing technologies as well as control systems and IP-based networks. Has a technical understanding of A/V systems and their use, including audio conferencing and video. Responsible for testing, troubleshooting, encoding and debugging complex audio, video, switching, and control system problems. Contributes to design review and code review, as required.	Requires a Bachelor's or associate degree in fields related to AV design and engineering is widely preferred. Zero (0) years general experience in an architectural/engineering organization.
Audio Visual/IT Systems, Acoustics Designer	Demonstrate knowledge and ability to verify noise compliance of construction sites, and businesses, or to conduct noise impact studies related to the sound environment produced by future or existing installations. Demonstrates knowledge and specializes in measuring sound travel, designing and developing technologies that solve problems related to sound. Specializes in architectural acoustics, noise control, and structural acoustics to reduce/buffer unwanted sounds. Make recommendations on products and services needed to aid in sound reduction.	Bachelors or Master's degree in Acoustics or Master of Engineering in Acoustics. Minimum/General Experience seven (7) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Audio Visual/IT Systems, Project Manager	Must develop, devise, and modify procedures to address complex tasks and problems. Must also address functionality, capabilities and inter-relationships between audio/Video equipment and applicable hardware and software. Tasks include the design and development of small to enterprise level networking projects, room integration products and/or audio and video bridging products. The Project Manager is responsible for the schematic development of each project along with Statement of Work (SOW) describing the implementation of each project. Must research and understand new leading-edge technologies as they relate to the industry. Responsible for effectively communicating the engineered solution to members of Technical Services or other members of Professional Services for implementation.	Bachelor's Degree and five (5) years of experience managing projects and A/V system integration and design.

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BIM Manager, Senior	The senior BIM Manager will operate on a part-time basis. They will provide off-site services two days a week with on-site requirements regularly for in-person meetings and site visits at the FDIC. Basic requirements include; create Revit/BIM workflow standards, develop and implement project specific BIM execution plans, as required, manage master as-built Revit model, update models for integration into asset management platforms, provide quality control of vendor and general contractor models at project completions, provide training and support to team members in the use of BIM tools and workflows, and coordinate and participate in Revit standard creation.	15 years of Revit experience. Minimum of 5 years' experience and experience managing BIM/Revit operations for a team of at least 5-10 architects and/or engineers.
BIM Manager, Junior	A junior level BIM Manager will be a full-time position. They will operate on-site at the FDIC five days per week with potential off-site or telework on a case-by-case basis subject to OM or CO pre-approval Basic requirements include; training and supporting team members in the use of BIM tools and workflows, ensuring project models and datasets are accurate and reliable, developing and implementing project-specific BIM execution plans, as required, overseeing the development and management of 3D models and BIM data, collaborating between FDIC, outside vendors and general contractor teams, respond to office reconfigurations, site surveys and continuous Revit support, site surveys, measuring and verification, and preparing drawings and templates.	Must have \a minimum of five (5) years' experience in managing 5–10-person professional teams, and five (5) years of work experience with Revit and architectural/ interior design; work experience does not include experience during college/university.
Civil Engineer, Junior	Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, water and sewage systems, and waste disposal units. Includes architectural, structural, traffic, ocean, and geo-technical engineers.	Requires a Bachelor's degree in engineering. Minimum/General Experience Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Civil Engineer, Principal	Perform engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, water and sewage systems, and waste disposal units. Includes architectural, structural, traffic, ocean, and geo-technical engineers.	Bachelor's degree in engineering. Eight (8) years of experience in the field or in a related area. Minimum/General Experience Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.

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Civil Engineer, Senior	Supervises and performs engineering duties in planning, designing, and overseeing construction and maintenance of building structures, and facilities, such as roads, railroads, airports, bridges, harbors, channels, dams, irrigation projects, pipelines, power plants, water and sewage systems, and waste disposal units. Includes architectural, structural, traffic, ocean, and geo-technical engineers.	Bachelor's degree in engineering. Five (5) years of experience in the field or in a related area. Minimum/General Experience Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.
Construction Inspector, Junior	Experience and knowledge in the following areas: under supervision, performing plan check and construction inspection to ensure compliance with codes, ordinances, regulations and standard industry practice. Inspect projects and materials prepare daily reports, and coordinates activities between contractors and third parties. Performs related work as required.	Bachelor's Degree or certifications in related field with Demonstrable experience in related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Construction Inspector, Principal	Performing plan check and construction inspection to ensure compliance with codes, ordinances, regulations and standard industry practice. Provides written reports on the inspection findings with a narrative report, photographs, and test results necessary to perform the inspection. The Construction Inspector checks completed project tasks and compares them with the project documents and technical specifications. Reports any deviation from the project documents to the Project Manager.	Requires a Bachelor's or associate degree in related field with Minimum/General Experience of eight (8) years in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Experience in construction management and quality control is required.

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Construction Inspector, Senior	Supervises the implementation and responsible for providing written reports on the inspection findings with a narrative report, photographs, and test results necessary to perform the inspection. The Construction Inspector checks completed project tasks and compares them with the project documents and technical specifications. Reports any deviation from the project documents to the Project Manager.	Requires a Bachelor's or certification in related field with Minimum/General Experience five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures
Cost Engineer/Estimator, Junior	Forecasts project costs. Help determine necessary resources for projects based on cost estimates. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Rely on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Requires a Bachelor's degree. Two (2) years of experience
Cost Engineer/Estimator, Principal	Forecasts project costs. Determine necessary resources for projects based on cost estimates. Gathers details and compiles data to estimate all production costs according to specifications. Consider raw materials, labor, equipment, tools, labor and transportation for estimations. Primary job functions require exercising independent judgment. Implement standard concepts, practices, and procedures within a particular field.	Requires a Bachelor's degree. Eight (8) years of experience in the field or in a related area. Related fields include construction management, architecture, civil engineering, mechanical engineering, electrical engineering, or a recognized building trades program.
Cost Engineer/Estimator, Senior	Forecasts project costs. Gathers details and compiles data to estimate all production costs according to specifications. Consider raw materials, labor, equipment, tools, labor and transportation for estimations. Help determine necessary resources for projects based on cost estimates and budgetary constraints. Familiar with standard concepts, practices, and procedures within a particular field. Rely on judgment and experience to plan and accomplish goals. Performs a variety of tasks. A certain degree of creativity and latitude is required.	Requires a Bachelor's degree. Five (5) years of experience in the field or in a related area.

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Electrical Engineer, Junior	Designs, tests, installs, and maintains large-scale electronic equipment or machinery for use in manufacturing or power generation or transmission. May use computer-assisted engineering and design software and equipment to perform assignments. Applies principles and techniques of electrical engineering to accomplish goals. Rely on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Bachelor's degree in engineering. Two (2) years of experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Electrical Engineer, Principal	Designs, tests, installs, and maintains large-scale electronic equipment or machinery for use in manufacturing or power generation or transmission. May use computer-assisted engineering and design software and equipment to perform assignments. Applies principles and techniques of electrical engineering to accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is the top-level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.	Bachelor's degree in engineering. Eight (8) years of experience in the field or in a related area. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.
Electrical Engineer, Senior	Designs, tests, installs, and maintains large-scale electronic equipment or machinery for use in manufacturing or power generation or transmission. May use computer-assisted engineering and design software and equipment to perform assignments. Applies principles and techniques of electrical engineering to accomplish goals. Performs a variety of complicated tasks. May report to an executive or a manager. A wide degree of creativity and latitude is expected.	Bachelor's degree in engineering. Five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.
Environmental Engineer, Junior	Research and develop findings concerning the environment. Assists in the production of detailed schematics for HVAC or plumbing systems. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Requires a Bachelor's degree in engineering. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.

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Environmental Engineer, Principal	Identifies, assesses and resolves problems concerning the environment. May also design, install, operate and maintain measuring apparatus to determine the level of pollutants involving air, land, and water. Perform experiments and reports findings on environmental consequences of equipment, tools, and procedures. Ensures the organization's conformance to federal, state, and local environmental legislation. Performs a variety of tasks. May provide consultation on complex projects and is the top-level contributor/specialist. Typically reports to a manager or head of a unit/department.	Bachelor's Degree in area of specialty. Eight (8) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.
Environmental Engineer, Senior	Identifies, assesses and resolves problems concerning the environment. May also design, install, operate and maintain measuring apparatus to determine the level of pollutants involving air, land, and water. Perform experiments and reports findings on environmental consequences of equipment, tools, and procedures. Ensures the organization's conformance to federal, state, and local environmental legislation. Performs a variety of tasks. May provide consultation on complex projects and is the top-level contributor/specialist. Typically reports to a manager or head of a unit/department.	Bachelor's Degree in area of specialty. Five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.
Fire Protection & Life Safety Engineer, Junior	Perform engineering duties in planning, designing, and overseeing fire protection of building, and facilities. Demonstrates strong analytical and problem-solving skills. Demonstrates strong knowledge and ability to monitor and examine potential fire hazards, water supplies and construction sites. Demonstrates knowledge of researching and testing fire retardants, ignition sources, and methods of extinguishing flames. Demonstrates ability to read and interpret fire safety equipment design, perform building inspections, provide technical reports and provide written reports when requested.	Requires a Bachelor's degree in engineering. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Fire Protection & Life Safety Engineer, Principal	Demonstrates strong analytical and problem-solving skills. Demonstrates strong knowledge and ability to monitor and examine potential fire hazards, water supplies and construction sites. Demonstrates knowledge of researching and testing fire retardants, ignition sources, and methods of extinguishing flames. Demonstrates ability to read and interpret fire safety equipment design, perform building inspections, provide technical reports and provide written reports when requested.	Bachelor's degree in engineering. Minimum/General Experience Eight (8) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

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Fire Protection & Life Safety Engineer, Senior	Demonstrates strong analytical and problem-solving skills. Demonstrates strong knowledge and ability to monitor and examine potential fire hazards, water supplies and construction sites. Demonstrates knowledge of researching and testing fire retardants, ignition sources, and methods of extinguishing flames. Demonstrates ability to read and interpret fire safety equipment design, perform building inspections, provide technical reports and provide written reports when requested.	Requires a Bachelor's degree in a related area. Five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.
Geotechnical Engineer, Junior	Performs engineering duties in planning, design and execution phase. Capability to work outdoors in various environmental and weather conditions. Conduct research analyses of geotechnical data and reports inside a laboratory or office. Rely on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Bachelor's degree in engineering. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Geotechnical Engineer, Principal	Performs engineering duties as well as perform geotechnical analysis and study to assess construction site condition. Plan and conduct geotechnical exploration effectively. Analyze geotechnical findings, perform appropriate calculations and prepare data report. Provide direction to technical team in field inspection activities. Exercise proficiency in written, oral and technical communication skills to communicate with a variety of individuals, such as supervisors, clients or stakeholders. Determine site conditions by sampling water, soil and rock at field sites, while using standard methods in collecting samples. Possess excellent computer skills and ability to use specialized geotechnical software programs and databases. Applies principles and techniques of electrical engineering to accomplish goals. Performs a variety of tasks. May provide consultation on complex projects and is the top-level contributor/specialist. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.	Bachelor's degree in geotechnical engineering. Eight (8) years of experience in the field or in a related area. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals

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Geotechnical Engineer, Senior	Supervises and performs engineering duties as well as perform geotechnical analysis and study to assess construction site condition. Plan and conduct geotechnical exploration effectively. Analyze geotechnical findings, perform appropriate calculations and prepare data report Provide direction for technical team in field inspection activities. Experience working as a Geotechnical Engineer and project management. Design site projects describing sampling methods and schedule of project. Manage teams of Geotechnical Engineers at field site. Applies principles and techniques of electrical engineering to accomplish goals. Performs a variety of complicated tasks. May report to an executive or a manager. A wide degree of creativity and latitude is expected.	Bachelor's Degree geotechnical engineering. Five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.
Landscape Architect, Junior	Experience and knowledge in the following areas: Research project-related issues and sustainable design practices. Include preparing landscape architectural plans, physical models, 2D and 3D drawing and models using architectural computer software to illustrate a project design concept. Knowledge in common landscape plant identification. Support the development and preparation of zoning, entitlement, and permit documents. Assistance with the preparation of Construction documents	Bachelor's degree in architecture or zero (0) years of experience in related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Landscape Architect, Principal	Experience and knowledge in the following areas: Research project-related issues and sustainable design practices. Develop and execute landscape architectural plans, physical models, 2D and 3D drawing and models using architectural computer software to illustrate a project design concept. Knowledge of common landscape plant identification. Develops and preparation of zoning, entitlement, and permit documents. Prepares Construction documents.	Candidates will have a minimum of 10 years of experience and possess strong written and verbal communication skills.

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Landscape Architect, Senior	Responsibilities include working with clients and team members, complete site inventory/ analysis, developing designs and technical solutions, cost estimates, and directly participating in the production of high-quality construction documents. Participate in construction site visits and construction administration. Responsible for scheduling meetings and budgets and controlling quality. Knowledge of common landscape plant identification. Develops and preparation of zoning, entitlement, and permit documents. Prepares Construction documents.	Requires a Bachelor's degree in architect or related field related to landscaping. Minimum/General Experience seven (7) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Lighting Designer, Junior	Experience and knowledge in the following areas: produce the various lighting elements required (placement, intensity, color). Perform lighting studies and provide detailed reports on findings. Reviews lighting effects with staff and clients.	Bachelor's Degree. Demonstrable experience in related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Lighting Designer, Principal	Research, design and demonstrate ability to design and plan lighting and electrical systems, evaluate and advise on the best lighting options for particular space or furnishings. Demonstrate skills and experience in the electrical contracting or lighting field, and knowledge of lighting audit software. Demonstrates experience designing a lighting plan for the site according to customer specifications, the assessment of the site itself and safety concerns including state and local energy and building codes.	Bachelor's degree in architecture, Electrical Engineering, or related field. Minimum/General experience 10 years of experience in the field or in a related area.
Lighting Designer, Senior	Supervises and responsible for the implementation and oversees all quality control elements related to lighting design and implementation. Works directly with principal and client to produce the various lighting elements required (placement, intensity, color). Perform lighting studies and provide detailed reports on findings. Reviews lighting effects with staff and clients. May supervise setup by lighting technicians.	Minimum/General Experience six (6) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures

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Mechanical Designer, Junior	Designs and develops layouts for mechanical systems. Assists in the production of detailed schematics for HVAC or plumbing systems. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Requires a Bachelor's degree in a related area. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Rely on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision.
Mechanical Designer, Principal	Designs and develops layouts for mechanical systems. Assists in the production of detailed schematics for HVAC or plumbing systems. Performs a variety of tasks. Works under general supervision; typically reports to a supervisor or manager. A certain degree of creativity and latitude is required.	Requires a Bachelor's degree in a related area. Five (5) years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Rely on experience and judgment to plan and accomplish goals.
Mechanical Designer, Senior	Designs and develops layouts for mechanical systems. Assists in the production of detailed schematics for HVAC or plumbing systems. Performs a variety of complicated tasks. May direct and lead the work of others. Typically reports to a manager or head of a unit/department. A wide degree of creativity and latitude is expected.	Requires a Bachelor's degree in a related area. Five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.

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Mechanical Engineer, Junior	Designs, develops, and tests all aspects of mechanical components, equipment, and machinery. Applies knowledge of engineering principles to design products such as engines, instruments, controls, robots, machines, etc. May be involved in fabrication, operation, application, installation, and/or repair of mechanical products. Rely on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.	Requires a Bachelor's degree in engineering. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Mechanical Engineer, Principal	Designs, develops, and tests all aspects of mechanical components, equipment, and machinery. Applies knowledge of engineering principles to design products such as engines, instruments, controls, robots, machines, etc. May be involved in fabrication, operation, application, installation, and/or repair of mechanical products. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a manager or head of a unit/department.	Bachelor's degree in engineering. Minimum/General Experience eight (8) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Mechanical Engineer, Senior	Designs, develops, and tests all aspects of mechanical components, equipment, and machinery. Applies knowledge of engineering principles to design products such as engines, instruments, controls, robots, machines, etc. May be involved in fabrication, operation, application, installation, and/or repair of mechanical products. Performs a variety of complicated tasks. May report to an executive or a manager. A wide degree of creativity and latitude is expected.	Bachelor's degree in engineering. Six (6) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.
Move Manager, Junior	Demonstrates the ability to successfully manage moves in a fast-paced environment. Demonstrates ability to read and interpret floorplans. Capable of coordinating with Space Planner and client to manage relocation, including the development and execution of all move and planning activities.	Certification in Move Management or Similar. Ability to work with Space Planner. Must have demonstrable experience in managing 10–15-person professional teams of Move staff.

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Move Manager, Principal	Demonstrates ability to successfully manage moves in a fast-paced environment. Demonstrates ability to read and interpret floorplans. Capable of coordinating with Space Planner and client to manage relocation, including the development and execution of all move and planning activities.	Certification in Move Management or Similar. Ability to work with Space Planner. Must have a minimum of five (5) years' experience in managing 10–15-person professional teams of Move staff.
Move Manager, Senior	Demonstrate ability to successfully manage moves in a fast-paced environment. Exhibits the ability to read and interpret floorplans. Demonstrates the capability of coordinating with Space Planner and client to manage relocation, including the development and execution of all move and planning activities.	Certification in Move Management or Similar. Ability to work with Space Planner. Must have a minimum of three (3) years' experience in managing 10–15-person professional teams of Move staff.
Project Coordinator	Responsible to the Program Manager for all contract related issues and contract implementation. Oversee the day-to-day activities of contract performance. May work directly with Government COTR on technical issues related to the work effort. Ensure that contract deliverables meet the customer's requirements and are produced on schedule and within cost. Serve as liaison between the contract employees and Program Manager to ensure employee fulfillment.	Bachelor's Degree. A minimum of six (6) years' related experience in the field will substitute for degree.

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Project Engineer/ Office Engineer, Senior	Provides construction project management support. Capable of reviewing and tracking submittals, change orders, pay requisition, correspondence, project logs, requests for information, other miscellaneous engineering related tasks and daily site engineering tasks.	Bachelor's degree in a recognized engineering discipline from an accredited college or university. Licensed Professional Engineer or Associate's degree with five (5) years relevant experience. Must have five (5) years of specialized experience in engineering and/or construction expertise area at least two (2) of which have been directly involved with construction project engineering.
Project Manager Construction, Senior	Oversees and directs construction management for larger or more complex construction projects. Communicates directly with contractors/designers concerning project cost, staffing, and scheduling. Prepares project status reports and works to ensure plans adhere to contract specifications. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.	Bachelor's degree in engineering. Six (6) years of experience in the field. Familiar with a variety of the field's concepts, practices, and procedures. Rely on extensive experience and judgment to plan and accomplish goals.
Project Manager, Assistant	Assists Project Manager in coordinating and monitoring the scheduling, pricing, and technical performance of company programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develop new business and expand product line. Ensures adherence to master plans and schedules, develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensure projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Rely on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks. A certain degree of creativity and latitude is required. Perform other CM management functions as outlined in contract. Typically reports to the Project Manager.	Bachelor's Degree. Must have one (1) year of experience in the field or in a related area. Alternate Minimum Education and Experience Requirement: High School Diploma (or equivalent) and seven (7) years of experience in the field or in a related area.

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Scheduler	Responsible for schedule development, review, and delay analysis. Assists Senior Scheduler with preparation of recommendation development.	Bachelor's Degree in area of specialty or certified scheduler. Must have four (4) years of specialized experience in an engineering and/or construction expertise area at least one (1) of which has been directly involved with construction project scheduling and schedule analysis. Knowledge of construction scheduling software.
Scheduler, Senior	Responsible for overall management of schedule development, review, and delay analysis of construction schedules. Assists Senior Claims Consultant with delay impact on claim and the preparation of recommendation development.	Bachelor's Degree in area of specialty or certified scheduler. Must have 4 years of specialized experience in an engineering and/or construction expertise area at least one (1) of which has been directly involved with construction project scheduling and schedule analysis. Knowledge of construction scheduling software.
Security Design, Junior	Experience and knowledge in working closely with other designers to share ideas and develop innovative solutions. System design and engineering include video surveillance, access control, network, etc. Responsible for preparing security design drawings (system layouts, system riser diagrams, installation details) using AutoCAD and BIM using Revit. Preparing engineering specifications to detail the technical requirements.	Bachelor's Degree in related field or demonstrable experience or associate's degree in fields related to security design and security. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Knowledge of designing in the Security, IT or electrical engineering consulting industry

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Security Design, Principal	Experience and knowledge in working closely with other designers to share ideas and develop innovative solutions. Performs system design and engineering to include video surveillance, access control, network, etc. Responsible for preparing security design drawings (system layouts, system riser diagrams, installation details using AutoCAD and Revit. Preparing engineering specifications to detail the technical requirements. Coordinate and work with other team members. Meet with clients, architects and engineers to understand project requirements and present design concepts.	Requires a Bachelor's or associate degree in fields related to security design and security is widely preferred. Minimum/General Experience 10 years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Security Design, Senior	Supervise the development, implementation, and responsibility for designing and installing security systems. Performs system design and engineering to include video surveillance, access control, network, etc. Responsible for preparing security design drawings (system layouts, system riser diagrams, installation details) using AutoCAD and Revit. Preparing engineering specifications to detail the technical requirements. Coordinate and work with other team members. Meet with clients, architects and engineers to understand project requirements and present design concepts. Visit job sites to assess construction progress and successful project	Requires a Bachelor's or associate degree in fields related to security design and security is widely preferred. Minimum/General Experience six (6) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.
Space Planner/interior Designer, Junior	Demonstrates knowledge and ability to manage and direct large scale, above 100,000 sq. ft., space planning and interior design projects. Demonstrated ability to successfully manage large scale planning projects. Capable of transferring program information with design documents. Has knowledge of latest furniture systems and their evaluation and has knowledge of government property procurement procedures. Demonstrated ability in coordination with other disciplines, e.g. mechanical/ electrical.	Bachelor's degree in architecture or interior design Degree. Demonstrable experience in the field or in a related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Space Planner/Interior Designer-Principal	Demonstrates ability to manage and direct large scale, above 100,000 sq. ft., space planning and interior design projects. Demonstrates ability to successfully manage large scale planning projects. Capable of transferring program information with design documents. Has knowledge of latest furniture systems and their evaluation and has knowledge of government property procurement procedures. Demonstrates ability in coordination with other disciplines, e.g. mechanical/ electrical.	Architectural or Interior Design degree. Must have a minimum of eight (8) years' experience in managing 5–10-person professional teams of architects and engineers.

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Space Planner/Interior Designer-Senior	Demonstrates ability to manage and direct large scale, above 100,000 sq. ft., space planning and interior design projects. Demonstrates ability to successfully manage large scale planning projects. Capable of transferring program information with design documents. Has knowledge of latest furniture systems and their evaluation and has knowledge of government property procurement procedures. Demonstrates ability in coordination with other disciplines, e.g. mechanical/ electrical.	Architectural or Interior Design degree. Must have a minimum of five (5) years' experience in managing 5–10-person professional teams of architects and engineers.
Structural Engineer, Junior	Designs load-bearing structures or structural elements, such as buildings, bridges, or roadways. Performs analysis of building materials for use in construction. Develops blueprints or specifications for use during construction and ensures all projects comply with applicable codes and regulations. Determines cause of structural failures, damages, and defects through site investigations. Provides reports detailing investigations and assessment of damages to the structure. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. A certain degree of creativity and latitude is expected. Typically reports to a supervisor or manager.	Bachelor's degree in engineering. Demonstrable direct experience in the field. Familiar with a variety of the field's concepts, practices, and procedures.
Structural Engineer, Principal	Designs load-bearing structures or structural elements, such as buildings, bridges, or roadways. Performs analysis of building materials for use in construction. Develops blueprints or specifications for use during construction and ensures all projects comply with applicable codes and regulations. Determines cause of structural failures, damages, and defects through site investigations. Provides reports detailing investigations and assessment of damages to the structure. Performs a variety of complicated tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a supervisor or manager.	Bachelor's degree in engineering. Eight (8) years of direct experience in the field. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.
Structural Engineer, Senior	Designs load-bearing structures or structural elements, such as buildings, bridges, or roadways. Performs analysis of building materials for use in construction. Develops blueprints or specifications for use during construction and ensures all projects comply with applicable codes and regulations. Determines cause structural failures, damages, and defects through site investigations. Provides reports detailing investigations and assessment of damages to the structure. Performs a variety of complicated tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a supervisor or manager.	Bachelor's degree in engineering. Six (6) years of direct experience in the field. Familiar with a variety of the field's concepts, practices, and procedures. Rely on experience and judgment to plan and accomplish goals.

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Subject Matter Expert III	Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.	Bachelor's Degree. 10 years of directly related experience. Alternate Minimum Education and Experience Requirement: Subject matter certification and 15 years experience.
Subject Matter Expert IV	Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.	Bachelor's Degree. 15 years' direct related experience. Alternate Minimum Education and Experience Requirement: Subject matter certification and 20 years' experience.
Systems Engineer, Junior	Assists in the identification and development of user needs and objectives; System Requirements development, analysis, and validation; cost, risk, and feasibility analyses and special studies; and Technology Research, Assessment and Transition Management, Architecture, software and hardware systems design, engineering, and program analysis.	Bachelor's Degree related field. Four (4) years' directly related experience. Alternate Minimum Education and Experience Requirement: High School Diploma (or equivalent) and 8 years' experience.
Systems Engineer, Principal	Identifies and develops user needs and objectives; System Requirements, analysis, and validation; Cost, risk, and feasibility analyses and special studies; and Technology Research, Assessment, and Transition Management, Architecture, software and hardware systems design, engineering, and program analysis.	Bachelor's Degree related field. Eight (8) years directly related experience. Additional 9 years directly related experience. Alternate Minimum Education and Experience Requirement: High School diploma (or equivalent) and 12 years' experience.

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Systems Engineer, Senior	Identifies and develops user needs and objectives; System Requirements, analysis, and validation; Cost, risk, and feasibility analyses and special studies; and Technology Research, Assessment, and Transition Management, Architecture, software and hardware systems design, engineering, and program analysis.	Bachelor's Degree related field. Six (6) years of directly related experience. Additional 7 years directly related experience. Alternate Minimum Education and Experience Requirement: High School diploma (or equivalent) and 10 years' experience.
Task Assigned Project Manager	Contractor may provide a Task Assigned Project Manager to oversee the performance of specific Tasks/Task Assignments. The Task Assigned Project Manager shall be available to resolve SOW discrepancies.	Any Task Assigned Project Manager shall have a minimum of 10 years' experience in the operation and management of architectural, Interior Architectural and building engineering services.
Technical Writer I	Responsible for directing the activities of a group of technical writers for the purpose of producing a product and technical documentation. Responsible for the employment, training, motivation and evaluation of assigned employees. Duties include setting guidelines and standard procedures for producing documentation, establishing documentation schedules and serving as editing point for final documents. Responsible for creating documents from technical information provided by technical staff or ensuring documents produced by technical staff are consistent with formats and standards.	Associate's degree or completion of structured, discipline focused Government training programs, commercial trade schools, or industry sponsored apprenticeship or technical certification programs three (3) years' experience in related field.

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Technical Writer, Senior	Leads and coordinates the work of documentation specialists, including writers, illustrators, and graphic staff. Develops technical and administrative publications on work methods, procedures, and equipment installation, operation, and maintenance. Reviews production processes, interviews engineering and technical personnel, and researches relevant materials to understand technologies and methods. Analyzes drawings, blueprints, specifications, and product data to accurately document system functions and procedures. Organizes and prepares clear, concise, and standardized written materials. Reviews and updates publications for accuracy, scope, format, and content. Selects or coordinates development of illustrations and graphics. Maintains documentation files and revision records, and may edit or standardize materials prepared by others.	Bachelor's or certification and eight (8) years of related experience.
Vertical Transportation Designer, Junior	Knowledge and understanding of elevator systems. Assists with overseeing the quality control, site safety and health in performance to implement and administer the contractor's safety program, and the environmental/energy compliance to develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities.	Bachelor's Degree or certifications in related field with demonstrable experience in related area. Has knowledge of commonly-used concepts, practices, and procedures within a particular field.
Vertical Transportation Designer, Principal	Experience and knowledge in working with elevator systems. Oversee all quality control, site safety and health in performance to implement and administer the contractor's safety program, and the environmental/energy compliance to develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities. Coordinate all reporting to the customer and integrate/download data into their compliance reporting system.	Bachelor's or master's degree in engineering plus certification and licensed in vertical transportation design. Minimum of eight (8) years of experience.
Vertical Transportation Designer, Senior	Supervises and is responsible for the implementation and oversees all quality control, site safety and health in performance to implement and administer the contractor's safety program, and the environmental/energy compliance to develop, implement and monitor environmental strategies, policies and programs that promote sustainable development and examine the contract activities. Coordinate all reporting to the customer and integrate/download data into their compliance reporting system.	Bachelor's or master's degree in engineering plus certification and licensed in related field. Minimum/General Experience five (5) years of experience in the field or in a related area. Familiar with a variety of the field's concepts, practices, and procedures.

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Commissioning Agent	Experienced in commissioning commercial, institutional, and occupied building systems. Provides commissioning support during design, procurement, construction, turnover, and post-occupancy activities, as required by the Task Order or Task Assignment. Reviews drawings and specifications for commissioning requirements, maintainability, access, controls integration, testing and balancing coordination, training, warranty requirements, and turnover documentation. Develops or reviews commissioning plans, readiness checklists, pre-functional checklists, functional performance test procedures, deficiency logs, test reports, and final commissioning reports. Performs site verification, system readiness reviews, and functional performance testing for HVAC, electrical, plumbing, fire protection/life safety, controls, building automation systems, and related building systems. Coordinates with FDIC representatives, architects, engineers, construction contractors, testing and balancing providers, controls vendors, and other stakeholders to verify proper installation, integration, documentation, and turnover. Identifies deficiencies, tracks corrective actions, supports turnover and training reviews, and provides recommendations for system optimization, warranty support, and post-occupancy performance, where required.	Bachelor's degree in mechanical engineering, electrical engineering, architectural engineering, building science, or a related discipline, or an equivalent combination of education, certification, and directly relevant experience. Minimum five (5) years of experience in building commissioning, testing and balancing, building systems validation, or building systems quality assurance. Experience must include HVAC system commissioning and at least one additional discipline, such as electrical, plumbing, fire/life safety, or controls/building automation. Knowledge of commissioning practices, testing procedures, deficiency tracking, turnover documentation, and applicable industry standards is required. Certification such as CxA, BCxP, QCxP, CCP, or equivalent is preferred. Experience with federal, institutional, mission-critical, or occupied facilities is preferred.
Specifications Writer	Experienced in the preparation, editing, coordination, and quality control of construction specifications using CSI MasterFormat, SectionFormat, PageFormat, and industry best practices. Develops Division 01 and technical specification sections for architectural, interiors, structural, mechanical, electrical, plumbing, fire protection, low-voltage, security, and other disciplines as required by the task. Reviews drawings, narratives, calculations, equipment schedules, finish schedules, and design assumptions to confirm consistency between drawings and specifications. Coordinates with Project Managers, discipline leads, cost estimators, schedulers, and FDIC reviewers to develop clear, coordinated, enforceable, and procurement-ready documents. Ensures specifications address submittals, quality assurance, testing, inspection, commissioning, closeout, operations and maintenance information, warranties, record documents, and other project-specific requirements. Supports comment resolution and specification updates throughout concept, design development, construction document, procurement, and construction administration phases.	Bachelor's degree in architecture, engineering, construction management, or a related field, or an equivalent combination of education, certification, and directly relevant experience. Minimum five (5) years of experience preparing and coordinating specifications for commercial, federal, institutional, or similar building projects. Experience with CSI MasterFormat, SectionFormat, and PageFormat is required. Must be able to coordinate specifications with multidisciplinary drawings and identify conflicts, omissions, inconsistent requirements, and unclear requirements. CSI CDT certification is preferred. CCS, CCCA, SCIP membership, or comparable specifications experience is desirable. Experience supporting design-bid-build, design-build, occupied renovations, and federal or quasi-federal projects is preferred.

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Sustainability / LEED Consultant	Experienced in sustainable design strategies, high-performance building requirements, building performance analysis, and federal sustainability requirements. Advises project teams on energy efficiency, water use reduction, indoor environmental quality, materials and resources, construction waste reduction, resilience, decarbonization, and site sustainability strategies. Prepares sustainability narratives, energy and water calculations, life-cycle cost and payback analyses, sustainability checklists, LEED or equivalent rating system documentation, and Guiding Principles compliance support where required by the task. Coordinates with architects, engineers, commissioning personnel, cost estimators, schedulers, construction administrators, and FDIC operations personnel to incorporate sustainability goals into drawings, specifications, estimates, and schedules. Reviews design submissions and construction-phase submittals for sustainability-related requirements. Supports sustainability coordination meetings, post-occupancy evaluation, measurement and verification, and commissioning-related sustainability performance activities, where required.	Bachelor's degree in architecture, engineering, environmental science, sustainability, building science, or a related discipline, or an equivalent combination of education, certification, and directly relevant experience. Minimum four (4) years of experience in sustainable design, energy and water efficiency analysis, high-performance building strategies, LEED documentation, or comparable sustainability compliance for commercial, federal, institutional, or similar building projects. LEED Green Associate is required. LEED AP with specialty is preferred. Experience with energy codes, ASHRAE 90.1, IECC, life-cycle cost analysis, sustainability narratives, materials documentation, and federal sustainability requirements is preferred. Experience coordinating sustainability requirements with specifications, commissioning, cost estimating, and occupied building operations is desirable.

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The FDIC is currently developing updated Revit/BIM standards. Until those standards are finalized and approved, this Appendix remains the official CAD standard in effect.

Version: 3 August 2021

Federal Deposit Insurance Corporation

FDIC CAD STANDARDS

Introduction: The intended audience for the FDIC CAD Standards is architects/engineers (A/Es) (or other contractors) preparing CAD deliverables for FDIC, along with FDIC staff requesting and reviewing CAD deliverables. Direct any questions to the FDIC Oversight Manager (OM) or Technical Monitor (TM). Paragraph numbers below are for ease of reference. It is the A/E's responsibility to obtain its own copy of the United States National CAD Standard® (NCS) www.nationalcadstandard.org.

1. FDIC has adopted the NCS. A/Es preparing CAD deliverables for FDIC, including design and construction and spatial data management (SDM) drawings, must comply with NCS Version 6. The purpose of the FDIC CAD Standards is to set the following additional requirements. FDIC Regional Offices or other programs may have further requirements.

2. FDIC is currently reviewing the referenced CAD standards dated August 2021 and may update portions of this standard in the future, to align design documentation standards with the transition to Revit.

3. FDIC will not waive NCS or FDIC CAD Standards requirements under any circumstances, including when A/Es use building information modeling (BIM). CAD drawings exported from the building information model must comply with NCS and FDIC CAD Standards' requirements.

4. A/Es must submit CAD drawings in DWG file format. The DWG files must meet FDIC's "no error" requirement, which means that FDIC must be able to open the file in its current version of AutoCAD without being prompted with any error messages. Some examples of error messages include font not found, xrefs not found, image xref resolution errors, and proxy object errors. The "no error" requirement does not meanfiles must be authored in "out of the box" AutoCAD only. A/Es may use the following exceptions with advance approval and confirmation in writing from the FDIC CO or OM/TM:

   - A/Es may author files using all the advanced features (including the 3-D/4-D features) of Autodesk AutoCAD Architecture and AutoCAD MEP.
   - A/Es may use an AutoCAD third-party add-on, if the A/E provides FDIC with a fully supported and free

object enabler.

- A/Es may use other vendor CAD applications as long as NCS and FDIC CAD Standards requirements are met.
- A/Es may choose to use more recent software versions than FDIC is using, but the A/E must provide the more recent version files and a set of files saved as a version usable by FDIC.
- Only approved FDIC software applications may be used on FDIC-furnished equipment. Any non-FDIC-approved specialty software required to perform the work shall be procured by the Contractor at no cost to the FDIC and used on Contractor-owned equipment.

5. The A/E must include the following items with each drawing submission:

- A signed cover letter on A/E firm letterhead (in Adobe PDF file format) stating:
  To the best of my knowledge, the DWG files submitted meet FDIC's "no error" requirement when opened. And, without the need for any add-on software, FDIC can view and manipulate all drawing entities and plot drawings from the DWG files submitted that accurately reproduce the PDF files and paper drawings submitted. Further, thecontents of the DWG files represent all drawing entities, plot drawings, and configuration settings necessary to accurately reproduce the PDF files and paper drawings.

- The completed and signed NCS Statement of Substantial Conformance form (in PDF file format) (see NCS Appendix A for a blank copy of the form).
- One self-contained file representing each single drawing sheet, with reference files inserted. If using AutoCAD, the appropriate command is Bind using the Insert selection. Do not explode result. Bound layers must maintain NCS layer names.
- All project files (such as detail, model, sheet, and reference files) are used to produce the paper drawing sheets. A/Es must make certain to include all base drawings, custom fonts, line types, pen tables, etc., used to produce the drawing submission. AutoCAD has an express tool command called E-transmit that cncreate a package of all reference files.
- List of files and reference relationships (in a Microsoft ReadMe.doc or ReadMe.xls file).
- One full-size set of the drawing sheets (as PDF files) capable of producing a paper drawing set.

6. The A/E is responsible for ensuring that all submissions by any subcontractors comply with the "no error" requirement and other NCS and FDIC CAD Standards requirements. Before the start of the project design phase, the A/E must submit sample electronic files to FDIC to verify that its software (and that of its subcontractors) complies. Any CAD drawing submission that does not substantially comply will be rejectedand appropriate contract action, including withholding of payment, noting on contractor past performancereports, and/or other remedies, may be taken by FDIC.

7. Electronic files and media submitted to FDIC must not contain computer viruses. The A/E must label media with the contract/order number, project title, project number, submission stage, submission date, and security imprint at a minimum (see Item 8 below for more information). The A/E must submit all files on FDIC-readable CDs or DVDs, which may not contain compressed (ZIP) or self-extracting (EXE) files. FDIC mustbe able to read all submitted media without being prompted with error messages.

8. All digital files, associated data, and other products generated under any FDIC Design and Engineering contract become the property of the Government.

9. The A/E must comply with FDIC Document Security for Sensitive but Unclassified BuildingInformation, dated. The imprint specified in the order is required on the cover sheet and each drawing sheet, stating the required secure handling of federal building information. The A/E must include the imprint on the disc label as well.

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10. All deliverables shall comply with the current FDIC Document Labeling Directive, including appropriate sensitivity classification markings.

11. The A/E must name model files using the format below.

A-AA-UU-OOOOO.EXT **or** AAAA-UU-OOOOO.EXT	Discipline designator (Level 1 or 2)-model file type-FDIC floor number code-optional suffix for A/E use.file extension

12. The A/E must name sheet file names using the format below.

A-NNN-UU-OOOOO.EXT **or** AANNN-UU-OOOOO.EXT	Sheet type or designator **s**heet sequence number-FDIC floor number code-optional suffix for A/E use.file extension

13. The A/E must name any other project files delivered to FDIC using the format below.

NN-NNNNNN-UU-OOOOO.EXT	OmniClass table number-MasterFormat item number-FDIC floor number code-optional suffix for A/E use.file extension
NN-ANNNN-UU-OOOOO.EXT	OmniClass table number-UniFormat item number-FDIC floor number code-optional suffix for A/E use.file extension

14. FDIC does not use the NCS suggestion for naming detail files and schedule files. The A/E should use the format above in Item 11.

15. The A/E does not have to submit its library files to FDIC, such as blocks; only those files from its library usedon the FDIC project need to be submitted.

16. FDIC has added the following discipline designators below to those already in the NCS. FDIC discourages the use of the discipline designator "ET" for electrical telecommunications. The A/E must use "T-" or its own T Level 2 designator instead.

Roof and roofing	Public spaces, green roofs, antennas, etc.	AR
Skin or envelope	Energy performance determinant elements	AE
Walls and partitions	Nonload-bearing space defining objects	AW
Space assignment	FDIC BIM Guide Series XX – BIM Guide for Spatial Program Validation.	AS
Doors, frames, and hardware		AD
Transportation systems		AT

17. FDIC floor number codes must be only two characters. Most floors will be designated 01 through 99.
18. File naming conventions shall be consistent with eFOS+ naming standards and the FDIC CAD Standards (Appendix C). All drawings shall use the Fulcrum drawing numbering system as directed by the OM.

R1, R2, R3, …R9	Roof level, higher number is higher up
P1, P2, P3, …P9	Penthouse, not a full floor plate
M1, M2, M3, …M9	Mezzanine
01 (or GF), 02, 03, …99	Floor 1 (or ground floor), then floors 2 to 99
L1, L2, L3, …L9	Lower level, a floor partially below ground, higher number is further down
B1, B2, B3, …B9	Basement floor fully underground, higher number is further down

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SB	Subbasement, not full building footprint
SP	Site plan
LT	Loft, a level with two or less exterior walls
K1, K2, K3, …K9	Parking, higher number is higher up
NN	More than one floor, used for floor stacking in large building model files, exterior elevations, etc.
XX	No floors, used for G series, most details

19. FDIC requires that the A/E use one additional model file type to manage antennas and green roofs.

RO	Roof plan

20. The A/E must use the sheet type designators below.

0	General
1	Plans
2	Elevations, no cutting plane
3	Sections with cutting plane
4	Large-scale views
5	Details that are to scale
6	Schedules, diagrams, and details that are not to scale
7	3-D/4-D representations to scale such as axonometric drawings
8	Other, such as photographs, scanned images, animation stills, multimedia, etc. Also, **not** generated from the building information model.
9	3-D/4-D representations not to scale. Also, generated from the building information model.

21. Although not required to be used, all file names may have an Optional Suffix (-OOOOO) (five characters shown for example only) for A/E use. However, the Optional Suffix:

- Must start with a single dash.
- Must not exceed 25 characters in length.
- Must not include spaces, periods, or underscores.
- Must not include glyph characters from Asian and Cyrillic alphabets.

22. Model files must include a model file information block with, at a minimum, the FDIC project title, building number, project number, and contract number. The sheet file title block must contain the following information at a minimum and if applicable:

- FDIC contract/order number, project title, and project number
- FDIC building name, building number, and street address
- Submission date, stage, and percent (for example, 100 percent construction documents)
- A/E firm name(s)
- Certifications (signatures and seals) (DWGS do not need to display)
- Key plan and North arrow
- Graphic scale
- Drawing date and revision dates
- Drawing title (type of drawing and contents) and drawing number

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- Drawing scale (plot scale of sheet file) and sheet size

23. The A/E must comply with the following requirements:

- Draw models life size using architectural units. One drawing unit equals 1 millimeter or 1 inch.
- Use sheet files to create views to scale the model for plotting as a sheet.
- Do not use a single file for multiple sheets. Use one file per sheet. This applies to DWG and PDF file formats.
- Accurately represent actual building dimensions within 1 inch of exterior and half an inch of interior field measured conditions.
- Use precision input and object snaps.
- Ensure that line endpoints meet exactly, tangents intersect at a single point, and vertical lines are atexactly 90°.
- Create entities within blocks on Layer 0 and avoid use of nested blocks.
- Define objects' layers and line types by layer unless inside a complex block definition.
- Put hatch patterns on their own layer.
- Use PATT to modify any major or minor group in the layer list. Do not explode.
- Limit use of ANNO as a minor group field.
- Include any A/E-defined hatch patterns, line types, and colors with drawing submission.
- Ensure that plotted text does not appear smaller than one-eighth of an inch height (one-sixteenth of aninch on half-size drawings).
- Purge drawings of unreferenced blocks, layers, and line types. If using AutoCAD, audit as well.
- Delete objects outside drawing limits and zoom to drawing extents.
- All external reference files must use a common insertion point.

24. FDIC may provide the A/E with existing CAD drawings for convenience. However, these drawings must be used as a base reference only. Unless otherwise specified by the contract documents, the A/E is responsiblefor field verification of existing conditions and ensuring that all electronic deliverables are accurate and comply with NCS and FDIC CAD Standards requirements.

25. Construction documents must be signed and sealed by the design professional responsible. To meet this requirement, the A/E must submit a full set of 100 percent final construction documents as PDF files. Each drawing sheet, as well as the cover pages of the specifications and any engineering calculations, must display the appropriate signatures and seals.

26. All submissions must also comply with FDIC's initiative to move towards Revit and 4-D BIM modeling. This will be considered compliant if the CAD files can import to Revit with "no errors".

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