

AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT			1. CONTRACT ID CODE	PAGE OF PAGES	
2. AMENDMENT/MODIFICATION NO. 0001			J	1	3
3. EFFECTIVE DATE 25-Mar-2003		4. REQUISITION/PURCHASE REQ. NO. W58XUW-2301-9390		5. PROJECT NO.(If applicable)	
6. ISSUED BY USAED, KANSAS CITY 760 FEDERAL BUILDING 601 E 12TH STREET KANSAS CITY MO 64106-2896		CODE W58XUW	7. ADMINISTERED BY (If other than item 6) See Item 6		
8. NAME AND ADDRESS OF CONTRACTOR (No., Street, County, State and Zip Code)			X	9A. AMENDMENT OF SOLICITATION NO. DACA41-03-R-0002	
			X	9B. DATED (SEE ITEM 11) 07-Mar-2003	
				10A. MOD. OF CONTRACT/ORDER NO.	
				10B. DATED (SEE ITEM 13)	
CODE		FACILITY CODE			
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offer <input type="checkbox"/> is extended, <input checked="" type="checkbox"/> is not extended. Offer must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing Items 8 and 15, and returning <u>1</u> copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. ACCOUNTING AND APPROPRIATION DATA (If required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.					
A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.					
B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(B).					
C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:					
D. OTHER (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the issuing office.					
14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.) REPLACE FAMILY HOUSING, WHITEMAN AIR FORCE BASE, MISSOURI This Solicitation is amended in accordance with the attached pages. Proposal Receipt Date remains 1:00 p.m., local time, 7 April 2003, Room 760 Federal Building, 601 E. 12th Street, KCMO 64106-2896.					
Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. NAME AND TITLE OF SIGNER (Type or print)			16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)		
			TEL: _____ EMAIL: _____		
15B. CONTRACTOR/OFFEROR _____ (Signature of person authorized to sign)		15C. DATE SIGNED	16B. UNITED STATES OF AMERICA BY _____ (Signature of Contracting Officer)		16C. DATE SIGNED 25-Mar-2003

SECTION SF 30 BLOCK 14 CONTINUATION PAGE

The SOLICITATION is amended as follows:

SPECIFICATIONS: The following changes are made narratively:

1. SECTION 00010 - SOLICITATION CONTRACT FORM - The following note has been added:
 9. Offeror's attention is directed to Section 01100, paragraph 1.12, **TIME EXTENSIONS FOR UNUSUALLY SEVERE WEATHER, which has been modified.**
2. SECTION 00100 - BIDDING SCHEDULE/INSTRUCTIONS TO BIDDERS

- a. Paragraph entitled "**TASK ORDER #1**" is modified as follows (bold letters indicate change):

GENERAL NOTICE: Actual Task Order #1 will be issued to Phase 2 successful offerors only. The following is a general description of work to be accomplished in Task Order 1. It is included for the purpose of describing the nature of the work and general magnitude of the scope in helping offerors prepare the submittals for Phase I. No other information concerning Task Order #1 will be provided until after the selection process is completed and successful Phase 2 contractors are determined by the government.

Task Order #1 Construction Cost Limit (CCL) will be in the range of \$14-15.5M (**base**) and **\$16.2 (option)**.

Demolition: Task Order #1 will require the demolition of 75 existing family housing units **and an option to demolish 100 additional existing family housing units** located on Whiteman AFB including asbestos, lead paint, and chlordane abatement. Recovery or recycling of material, not containing any hazardous materials, in these existing units is encouraged. Demolition may also include roadways, utility revisions, site grading, and seeding. All design and construction documents will be prepared by the successful offeror based on RFP requirements. Existing as-built documents will be provided to the successful offeror only. Surveying and as-built documents will be required to document conditions post demolition. Phase I of the selection process will not require design of the demolition as part of the submittal, however, the offeror shall demonstrate in his proposal that his team is fully capable to fulfill this requirement.

Design and Construction: Task Order #1 will require the design and construction of 22 NCO Duplex family housing units and **up to 75 JNCO with an option for 100 additional JNCO** single or duplex family housing units ~~with partial basements~~ with all necessary support including site development, utilities (including telephone/cable TV), roads, sidewalks, street lighting, garages, storage, patios, privacy fencing, air conditioning, appliances, recreation and play areas, tot lots, neighborhood improvements, landscaping and all necessary support to develop a neighborhood environment. Design will adopt Whiteman AFB and Air Force, HQ ACC design standards for family housing, force protection, and energy conservation (see <http://www.usgbc.org>) criteria. The contractor will be required to obtain MDNR permits. Task Order #1 will require a neighborhood development concept to ensure future task orders are consistent with the overall development of the neighborhood. A "Early Community Plan" will be provided by the government to aid the development of the neighborhood development planning. General figures for future housing projects and development sites are included in the "Early Community Plan". The government will provide geotechnical and topography survey data for Task Order #1 area in Phase 2 of the RFP.

b. Clause 52.236-27, SITE VISIT (CONSTRUCTION) is modified as follows (bold letters indicate change):

(a) The clauses at 52.236-2, Differing Site Conditions, and 52.236-3, Site Investigations and Conditions Affecting the Work, will be included in any contract awarded as a result of this solicitation. Accordingly, offerors or quoters are urged and expected to inspect the site where the work will be performed.

(b) Due to security concerns, no site visits will be conducted during Phase 1.

(c) Site visits for offerors in the competitive range during phase 2 may be arranged during normal duty hours by contacting the following office with a minimum of five (5) work days advance notice:

Name: Whiteman Project Office
US Army Corps of Engineers
Mailing Address: P. O. Box 7003
Whiteman AFB, MO 65305
Delivery/Physical
Address: 641 Second Street,
Building 115, Rooms 100-107
Whiteman AFM MO 65305
Telephone: (660) 563-2311 FAX 563-4706

(End of provision)

3. SECTION 00700 - CONTRACT CLAUSES - The following has been added by full text:

52.232-18 AVAILABILITY OF FUNDS (APR 1984)

Funds are not presently available for this contract. The Government's obligation under this contract is contingent upon the availability of appropriated funds from which payment for contract purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are made available to the Contracting Officer for this contract and until the Contractor receives notice of such availability, to be confirmed in writing by the Contracting Officer.

(End of clause)

SPECIFICATIONS: The following revisions are included in the attached pages:

4. SECTION 00110, PROPOSAL SUBMISSION AND EVALUATION, is modified as indicated in the attached changed pages.
5. SECTION 01100 GENERAL, is modified as indicated in the attached changed pages.
6. SECTION 01451 CONTRACTOR QUALITY CONTROL, is modified as indicated in the attached changed pages.
7. Offerors are required to acknowledge receipt of this amendment on the SF 30, in the space provided, or by separate letter or telegram prior to receipt of proposals. Failure to acknowledge all amendments may cause rejection of the proposal.
8. Proposals will be received until 1:00 p.m. local time, 7 April 2003 in Room 760 Federal Building, 601 E. 12th Street, Kansas City, Missouri 64106.

**SECTION 00110
PROPOSAL SUBMISSION AND EVALUATION**

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ATTACHMENTS:

- EXPERIENCE FORMAT
- PERFORMANCE SUMMARY SHEETS (CONSTRUCTION)
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- NET AREA CALCULATION WORKSHEETS
- CONSTRUCTION MATERIALS, PRODUCTS, EQUIPMENT AND SYSTEMS

SECTION 00110 PROPOSAL SUBMISSION AND EVALUATION

1 PROPOSAL SUBMISSION

See also FAR Clause 52.215-1, Section 00100, INSTRUCTIONS TO OFFERORS—COMPETITIVE ACQUISITION.

1.1 WHERE TO SUBMIT

Offerors shall submit their proposal packages to the USACE Contracting Activity at the address shown in Block 8 of Standard Form 1442.

1.2 SUBMISSION DEADLINE

1.2.1 PHASE 1 SUBMISSION DEADLINE

Submission deadline and procedures are identified on the SF 1442 and this Section.

1.2.2 PHASE 2 SUBMISSION DEADLINE

Submission deadlines and procedures will be included with the request to submit Phase 2 proposals. Proposals from Offerors who were not requested to submit Phase 2 proposals will be returned without consideration.

2 PROPOSAL REQUIREMENTS AND FORMAT

2.1 PROPOSAL FORMAT

All proposals shall contain the evaluation requirements stated herein. All written information and data shall be in an 8 ½" x 11" format and shall be provided in a standard 3-ring binder. Every binder shall contain: Table of Contents, List of Tables or Figures (if required) and List of Appendixes. Contents shall follow the order of the evaluation criteria and pages shall be numbered. Only written proposals will be accepted. Oral, electronic, and facsimile proposals will not be accepted.

Firms submitting proposals should limit submission to data essential for evaluation of proposals so that a minimum of time and monies are expended in preparing information required by the RFP. Data submitted must reflect the designer's interpretation of criteria contained in the RFP. Unnecessarily elaborate or voluminous brochures or other presentations, beyond those sufficient to present a complete and effective response, are not desired and may be construed as an indication of the firm's lack of cost-consciousness. Elaborate artwork, expensive paper and bindings, and expensive/extensive visual and other presentation aids are unnecessary.

Technical proposals will be evaluated for conformance with the minimum RFP criteria, and for the extent to which they exceed those criteria. While the intent is to keep the pre-award design effort to a minimum, proposals must provide adequate detail for evaluators to determine how the proposals meet or exceed the RFP criteria. It must also form sufficient basis for a fair and reasonable price proposal.

Proposal clarity, organization (as stated in this solicitation) and cross-referencing are mandatory. No material (information not part of proposal) shall be incorporated by reference. A proposal that does not conform to these requirements shall be considered non-responsive and the proposal returned to the Offeror.

2.2 PHASE 1 PROPOSAL FORMAT

All Phase 1 proposals shall be submitted in a single 3-ring binder labeled as Volume I with tabs separating the factors shown on the table below. The original plus 6 copies of Volume I should be submitted

TABLE 1 PHASE 1 PROPOSAL FORMAT			
VOLUME/TAB	EVALUATION FACTOR/SUBFACTOR	RELATIVE IMPORTANCE DURING PHASE I	RELATIVE IMPORTANCE DURING PHASE II
Volume I, Tab 1	Contractual Documents A. Cover Letter B. Section 00600 C. Bonding	Acceptable/ Unacceptable	Acceptable/ Unacceptable
Volume I, Tab 2	Experience (Construction & Design) A. Construction Experience B. Design Experience	Significantly more important than Tab 6. Slightly more important than Tab 5. Approximately equal to Tabs 3 and 4.	Significantly more important than Tab 6. Slightly more important than Tabs 5 and 10. Approximately equal to Tabs 3, 4, 8 and 9. Slightly less important than Tab 7.
Volume I, Tab 3	Past Performance (Construction & Design) A. Construction Past Performance B. Design Past Performance	Significantly more important than Tab 6. Slightly more important than Tab 5. Approximately equal to Tabs 2, and 4.	Significantly more important than Tab 6. Slightly more important than Tabs 5 and 10. Approximately equal to Tabs 2, 4, 8 and 9. Slightly less important than Tab 7.
Volume I, Tab 4	Program Management Plan (Overall Technical Approach)	Significantly more important than Tab 6. Slightly more important than Tab 5. Approximately equal to Tabs 2, and 3.	Significantly more important than Tab 6. Slightly more important than Tabs 5 and 10. Approximately equal to Tabs 2, 3, 8, and 9. Slightly less important than Tab 7.

Volume I, Tab 5	Personnel A. Construction Personnel B. Design Personnel C. Other Professional Personnel	Slightly more important than Tab 6. Slightly less important than Tabs 2, 3, and 4.	Slightly more important than Tab 6. Approximately equal to Tab 10. Slightly less important than Tabs 2, 3, 4, 8, and 9. Significantly less important than Tab 7.
Volume I, Tab 6	Past Performance (Utilization of Small Business Concerns)	Slightly less important than Tab 5. Significantly less important than Tabs 2, 3 and 4.	Slightly less important than Tab 5 and 10. Significantly less important than Tabs 2, 3, 4, 7, 8, and 9.

2.3 PHASE 2 PROPOSAL FORMAT

All Phase 2 proposals, except for drawings, shall be submitted in two 3-ring binders labeled as Volume II and Volume III with tabs separating the factors shown on the table below. All drawings submitted shall be half size drawings. Firms are encouraged to prepare drawings for proposal submission using guidelines presented in Section 01332, SUBMITTALS DURING DESIGN. However, to minimize effort expended by the firms, other formats will be accepted so long as requested information is provided. In either case, firms are encouraged to provide INFORMATIVE DRAWING NOTES to convey important features of their design. Drawing information should present basic concepts, arrangements, and layouts. Arrangements, layout plans, and notes may be combined together on single sheets in order to simplify presentation, so long as clarity is maintained. Drawings are not intended to be construction detail plans. The original plus 6 copies of Volume II should be submitted. The original plus 6 copies of Volume III should be submitted.

TABLE 2 PHASE 2 PROPOSAL FORMAT		
VOLUME/TAB	EVALUATION FACTOR/SUBFACTOR	RELATIVE IMPORTANCE
Volume II, Tab 7	Housing Unit Concept Design A. Housing Unit Design B. Supporting Data Housing Unit Design	Significantly more important than Tabs 5, 6, and 10. Slightly more important than Tabs 2, 3, 4, 8 and 9.
Volume II, Tab 8	Site Concept Design A. Site Design B. Demolition Plan C. Supporting Data Site Design	Significantly more important than Tab 6. Slightly more important than Tabs 5 and 10. Approximately equal to Tabs 2, 3, 4 and 9. Slightly less important than Tab 7.
Volume II, Tab 9	Project Management A. Project Management Plan B. Project Schedule C. Health & Safety Record	Significantly more important than Tab 6. Slightly more important than Tabs 5 and 10. Approximately equal to Tabs 2, 3, 4, and 8. Slightly less important than Tab 7.
Volume II, Tab 10	Utilization of Small Business Concerns* A. Subcontracting Floors B. Mitigation Efforts C. Utilization of Small Business Concerns D. Description of Subcontracted Supplies & Services E. Acknowledgements	Slightly more important than Tab 6. Approximately equal to Tab 5. Slightly less important than Tabs 2, 3, 4, 8, and 9. Significantly less important than Tab 7.

Volume III	Price A. Cover Letter B. SF 1442 & Section 00010 C. Guarantee	Approximately equal to the combined importance of all other evaluation factors (Volumes I & II). <u>Note:</u> Volume I and Volume II are of approximately equal importance to each other.
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** Applies to Large Businesses Only*

3 EVALUATION OF PROPOSALS

a) All proposals and documentation, which have been properly submitted, will be evaluated. Two-phase design-build source selection procedures in FAR Subpart 36.3 will be used. Proposals received will be evaluated on the basis of the factors stated in the solicitation to select the responsible Offeror whose proposal presents the best value and is most advantageous to the Government. Because of the number of proposals anticipated, uniformity of all proposals is essential to assure fair and accurate evaluation. All proposals must comply with the instructions in the solicitation outlined and its supplements will be utilized.

b) The Government intends to evaluate Phase 1 proposals without discussions with Offerors. Only the most highly qualified firms (no more than 5) will be requested to submit proposals in Phase 2. The Government also reserves the right to enter into discussions if determined to be in the Government's best interests. Discussions initiated by the Government with owners, contract administrators, or other points of contact, provided by the Offeror may affect the evaluation rating given for the factors being evaluated by those discussions.

c) The Government reserves the right to evaluate Phase 2 proposals and make award without discussions. Therefore, the Offeror's Phase 2 proposal should contain the Offeror's best terms from a cost or price and technical standpoint. The Government also reserves the right to enter into discussions if it is determined to be in the Government's best interest. Discussions initiated by the Government with owners, contract administrators, or other points of contact, provided by the Offeror may affect the evaluation rating given for the factors being evaluated by those discussions.

d) The Government will conduct evaluations in accordance with the Tradeoff Process in FAR Subpart 15.101-1. Volume I (Phase 1) and Volume II (Phase 2 excluding PRICE) will be rated using an adjectival rating with a narrative assessment. Volume III (PRICE) will not have an adjectival rating and will be evaluated separately after consensus evaluations of Volumes I and II have been completed. Proposal evaluation is an assessment of the proposal and the Offeror's ability to perform the resulting contract successfully. Proposals will be evaluated to determine ratings supported by narratives, and to identify strengths, weaknesses, and deficiencies of the proposed approach in each proposal.

e) Evaluation Definitions.

(1) Strength. A substantive aspect, attribute, or specific item in the proposal that exceeds the solicitation requirements and enhances the probability of successful contract performance.

(2) Weakness. A flaw in the proposal that increases the risk of unsuccessful contract performance (i.e., meets the RFP requirements, but may have an impact on schedule or quality requirements). A **weakness need not be corrected** for a proposal to be considered for award, but **may** affect the offeror's rating.

(3) Deficiency. A material failure of a proposal to meet the Government requirement or a combination of significant weaknesses in a proposal that increase the risk of contract performance at an unacceptable level. A deficiency **must be corrected** for a proposal to be considered for award.

(4) **Clarification.** Clarifications are limited exchanges between the Government and Offerors that may occur when award without discussions is contemplated. If award without discussions is anticipated, Offerors may be given the opportunity to clarify certain aspects of their proposals or to resolve minor or clerical errors.

(5) **Communications.** Communications are exchanges between the Government and Offerors after receipt of proposals, leading to establishment of the competitive range.

(6) **Discussions.** Discussions are negotiations conducted in a competitive acquisition and take place after establishment of the competitive range. Discussions are tailored to each Offeror's proposal, and shall be conducted by the Contracting Officer with each Offeror within the established competitive range.

(7) **Rating.** The application of a scale of words, colors, or numbers, used in conjunction with narrative, to denote the degree to which the proposal has met the standard for a non-cost factor. For purposes of this solicitation, ratings will consist of words (adjectival method) used in conjunction with narratives. Ratings will be applied at the factor (tab) and subfactor level. If at any level of indentation an Offeror's proposal is evaluated as not meeting a minimum requirement (that is, below the level of Satisfactory), this fact may be included in the rating and narrative assessment at that level and each higher level of indentation. Therefore, a Marginal or Unacceptable rating at any level may be carried to the factor (tab) level. The following ratings will be used to evaluate Volume I and Volume II.

(i.) **Outstanding** - Information submitted demonstrates offeror's potential to significantly exceed performance or capability standards. The offeror has clearly demonstrated an understanding of all aspects of the requirements to the extent that timely and highest quality performance is anticipated. Have exceptional strengths that will significantly benefit the Government. The offeror's qualifications exceed the fullest expectations of the Government. The offeror has convincingly demonstrated that the RFP requirements have been analyzed, evaluated, and synthesized into approaches, plans, and techniques that, when implemented, should result in outstanding, effective, efficient, and economical performance under the contract. Significantly exceeds most or all solicitation requirements. **Very high probability of success.**

(ii.) **Above Average** - Information submitted demonstrates offeror's potential to exceed performance or capability standards. Have one or more strengths that will benefit the Government. The areas in which the offeror exceeds the requirements are anticipated to result in a high level of efficiency or productivity or quality. The offeror's qualifications meet and slightly exceed requirements. The submittal contains excellent features that will likely produce results very beneficial to the Government. Fully meets all RFP requirements and significantly exceeds many of the RFP requirements. Disadvantages are minimal. **High probability of success.**

(iii.) **Satisfactory (Neutral)** - Information submitted demonstrates offeror's potential to meet performance or capability standards. Acceptable solution. Either meets all RFP requirements for the criterion (or subcriterion) or contains weaknesses in some areas that are offset by strengths in other areas. A rating of "Satisfactory" indicates that, in terms of the specific criterion (or subcriterion), the offeror has a good probability of success, as there is sufficient confidence that a fully compliant level of performance will be achieved. The proposal demonstrates an adequate understanding of the scope and depth of the RFP requirements. No significant advantages or disadvantages. Equates to neutral. **Good probability of success.**

(iv.) **Marginal** - The submittal is not adequately responsive or does not address the specific criterion (or subcriterion). The offeror's interpretation of the Government's requirements is so superficial, incomplete, vague, incompatible, incomprehensible, or incorrect as to be considered deficient. Proposal does not meet some of the minimum requirements. The assignment of a rating within the bounds of "Marginal" indicates that mandatory corrective action would be required to prevent significant deficiencies from affecting the overall project. The offeror's qualifications, plans or approach will likely

result in questionable quality of performance, which represents a moderate level of risk to the Government. Low probability of success although the submittal has a reasonable chance of becoming at least acceptable. **Significant disadvantages.**

(v.) **Unsatisfactory** - Fails to meet performance or capability standards. Unacceptable. Requirements can only be met with major changes to the submittal. There is no reasonable expectation that acceptable performance would be achieved. The proposal contains many deficiencies and/or gross omissions; fails to provide a reasonable, logical approach to fulfilling much of the Government's requirements; and/or fails to meet most or all of the minimum requirements. **Very significant disadvantages.**

4 RELATIVE IMPORTANCE OF EVALUATION FACTORS

4.1 RELATIVE IMPORTANCE OF PHASE 1 EVALUATION FACTORS

The evaluation factors in Phase 1 and their relative importance are listed in Table 1 in Paragraph 2.2 above. The subfactors within each factor are listed in descending order of importance.

4.2 RELATIVE IMPORTANCE OF PHASE 2 EVALUATION FACTORS

The evaluation factors in Phase 2 and their relative importance are listed in Table 2 in Paragraph 2.3 above. The subfactors within each factor are listed in descending order of importance.

4.3 RELATIVE IMPORTANCE OF VOLUMES

In the overall best value analysis, the technical factors in Volume I and Volume II are of approximately equal importance. When combined, the technical ratings in Volume I and II are of approximately equal importance to the price factors in Volume III.

5 SUBMITTALS & EVALUATION

Requirements stated in the solicitation are considered to be minimum requirements except where maximum sizes are identified. A more favorable evaluation rating may be given for exceeding the minimum requirements (within identified limits). A low evaluation rating for any factor, or combination of different factors, may cause the proposal to be evaluated unsatisfactorily.

5.1 PHASE 1 SUBMITTALS & EVALUATION

In Phase 1, Offerors will submit one binder labeled as Volume I with tabs separating the factors shown below. All required information for each identified factor must be contained within that specified Tab.

5.1.1 TAB 1 CONTRACTUAL DOCUMENTS – SUBMITTAL REQUIREMENTS

Documents submitted under Tab 1 CONTRACTUAL DOCUMENTS will consist of the following sections:

- a) **COVER LETTER:** The Offeror will submit a cover letter containing:
 - (1) Solicitation number.
 - (2) Name, address, e-mail, and telephone and facsimile numbers of the Offeror.

(3) Names, titles, e-mail, and telephone and facsimile numbers of persons authorized to negotiate on the Offeror's behalf with the Government in connection with this solicitation.

(4) Name, title, and signature of the person authorized to sign the proposal.

(5) A statement specifying agreement with all terms, conditions provisions included in the solicitation.

(6) Acknowledgement of all amendments to the solicitation (if applicable).

b) SECTION 00600 "REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS"

Offers shall submit a Section 00600 completed as appropriate.

c) BONDING

(1) The Offeror shall submit a signed statement from its proposed surety identifying the Offeror's maximum bonding capacity under the proposed contract. The successful Offeror will be required to submit performance and payment bonds for 100% of the task order amount immediately after award of individual task orders. For information purposes, the largest task order awarded under this contract is estimated to be approximately \$40 million. See also Section 00700, PERFORMANCE AND PAYMENT BONDS and Section 00800, Paragraph 1.4.3, TASK ORDERS. Note: DO NOT SUBMIT ACTUAL PERFORMANCE AND PAYMENT BONDS WITH THIS PROPOSAL.

(2) The Offeror shall explain how it will maintain sufficient bonding capacity with overlapping task orders occurring. It is anticipated that task orders will be issued on an annual basis. Depending on the Offeror's completion schedules that may range up to 18 months, task orders and bonding capacity between years will likely overlap. See also Section 00110, Paragraph 5.1.7 PROGRAM MANAGEMENT PLAN.

5.1.2 TAB 1 CONTRACTUAL DOCUMENTS – EVALUATION

Tab 1 CONTRACTUAL DOCUMENTS is not part of the SSB evaluation, but rather will be used in evaluating the Offeror's conformance to the solicitation, and eligibility for award. Based on the information submitted, the Offeror will be either evaluated as ACCEPTABLE OR UNACCEPTABLE. Proposals that are evaluated as UNACCEPTABLE will not be evaluated further. Tab 1 CONTRACTUAL DOCUMENTS will be evaluated as follows:

a) COVER LETTER

The cover letter will be evaluated to ensure the Offeror acknowledges solicitation amendments. Otherwise, the cover letter provides information on the Offeror.

b) SECTION 00600 "REPRESENTATIONS, CERTIFICATIONS, AND OTHER STATEMENTS OF OFFERORS"

Section 00600 will be evaluated to determine the Offeror's business classification and other information based on answers to representations, certifications, and other statements included in the solicitation.

c) BONDING

The Offeror must be capable of obtaining a minimum of \$40 million in bonding capacity to be considered for award. To be considered for award, the Offeror must identify how it will maintain sufficient bonding capacity assuming overlapping task orders.

5.1.3 TAB 2 EXPERIENCE (CONSTRUCTION & DESIGN) – SUBMITTAL REQUIREMENTS

Tab 2 EXPERIENCE (CONSTRUCTION & DESIGN) consists of two sub-factors: Construction Experience and Design Experience.

a) CONSTRUCTION EXPERIENCE

For Construction Experience, the Offeror will submit information on three separate areas: 1) Experience on Similar Housing Projects, 2) Design-Build construction experience, and 3) Similar Climate Construction experience. The Offeror should submit up to four (4) project examples for each experience area constructed within the past five (5) years. Only those projects for which the Offeror or a primary teaming partner was the Prime Contractor should be submitted. The projects selected should clearly demonstrate the construction capabilities of the Offeror. Project examples that show more than one area of experience may be listed as a qualified project under each applicable area of experience. The Offeror must clearly identify for which experience area(s) each project example pertains (e.g., Project A may qualify and be listed for similar housing project, design-build, and similar climate while Project B may qualify and be listed only for similar housing project; etc.). Projects submitted for experience must be 80% complete at the time of proposal submission to be considered.

(1) Similar Housing Project Construction: Similar Housing Project examples should include residential family housing of single, duplex, tri-plex, and four-plex size. Similar housing project examples should have a dollar value greater than \$10 million and have been constructed within the past five (5) years. Project examples should include units that range from two to four bedrooms. Examples should include a range of quality such that might be commensurate with the range between junior non-commission officer housing to senior officer housing. Note: Offerors should provide an additional page under this subfactor that includes historical floor plans and possibly front elevations for the project reported.

(2) Design-Build Construction: Project examples should show experience on Design-Build projects.

(3) Similar Climate Construction: Project examples should include Similar Climate construction experience performed in specific locations sharing similar climatic conditions to those of Whiteman AFB, MO.

Project examples given for each area of experience **are to be provided in the format provided (may be edited as a Microsoft WORD file, location is on CD-ROM in folder "guides," file name is "experience.doc." Edit and print as many as needed for completion of TAB 2 Experience.)** An electronic copy of this format is provided with the CD-ROM and on the web. In addition to this page offerors may add one more page of information such as pictures or written information/awards, etc., about the project if desired, except that for housing project construction one additional page is allowed (see note above). As shown on the format provided, each example should include: a description of the project and the area or experience the project demonstrates; construction contract award amount (estimated or actual); final construction cost (if applicable); location; date when the project was started; original contract finish date and actual finish date (if finished). All examples should also contain the name, address, and telephone and fax number of a representative of the customer (as well as one alternate individual affiliated with your firm) familiar with the Offeror's experience on the project that can verify the experience cited.

b) DESIGN EXPERIENCE

For Design Experience, the Offeror will submit information on four separate areas: 1) Experience on Similar Housing Projects, 2) Design-Build Experience, 3) Military Construction (MILCON) Design Experience and 4) Similar Climate Design Experience. The Offeror may submit up to four (4) project examples for each experience area designed within the past five (5) years. Only those projects for which the Offeror or a primary teaming partner performed the actual design effort should be submitted. Project examples that show more than one area of experience may be listed as a qualified project under each

applicable area of experience. The Offeror must clearly identify for which experience area(s) each project example pertains (e.g., Project A may qualify and be listed for similar housing projects, design-build, MILCON, and similar climate while Project B may qualify and be listed only for similar housing projects; etc.). Projects submitted for experience must be 80% complete at the time of proposal submission to be considered.

(1) Similar Housing Projects: Similar Housing Projects include residential family housing of single, duplex, tri-plex, and four-plex size. Similar housing project examples should have a dollar value greater than \$10 million and have been constructed within the past five (5) years. Project examples should include units that range from two to four bedrooms. Examples should include a range of quality such that might be commensurate with the range between junior non-commission officer housing to senior officer housing. Note: Offerors should provide an additional page under this subfactor that includes historical floor plans and possibly front elevations for the project reported.

(2) Design Build: Project examples should show experience on Design-Build Projects.

(3) Military Construction (MILCON) Design: Project examples should indicate Military Construction (MILCON) design experience. Military Construction design experience is considered to be experience on those projects constructed on and for military installations. An Offeror may submit project examples from Federal, State, or Local Government projects of similar construction design experience as a substitute.

(4) Similar Climate Design: Project examples should include Similar Climate design experience in specific locations sharing similar climatic conditions to those of Whiteman AFB, MO.

Project examples given for each area of experience **are to be provided in the format provided (may be edited as a Microsoft WORD file, location is on CD-ROM in folder "guides," file name is "experience.doc." Edit and print as many as needed for completion of TAB 2 Experience.)** An electronic copy of this format is provided with the CD-ROM and on the web. In addition to this page offerors may add one more page of information such as pictures or written information/awards, etc., about the project if desired, except that for housing project construction one additional page is allowed (see note above). As shown on the format provided, each example should include: a description of the project and the area or experience the project demonstrates; construction contract award amount (estimated or actual); final construction cost (if applicable); location; date when the project was started; original contract finish date and actual finish date (if finished). All examples should also contain the name, address, and telephone and fax number of a representative of the customer (as well as one alternate individual affiliated with your firm) familiar with the Offeror's experience on the project that can verify the experience cited.

5.1.4 TAB 2 EXPERIENCE (CONSTRUCTION & DESIGN) – EVALUATION

Tab 2 EXPERIENCE (CONSTRUCTION & DESIGN) contains two subfactors that are listed in descending order of importance: Construction Experience and Design Experience. Experience of primary teaming partners will be recognized and evaluated in the same manner as Experience of the Offeror. Tab 2 EXPERIENCE (CONSTRUCTION & DESIGN) will be evaluated as follows:

a) CONSTRUCTION EXPERIENCE

For Construction Experience, the Offeror will be evaluated on four separate areas, listed in descending order of importance: 1) Experience on Similar Housing Projects, 2) Design-Build Construction Experience, 3) Military Construction (MILCON) Experience and 4) Similar Climate Construction Experience.

(1) Similar Housing Project Construction: A proposal offering Similar Housing Project experience through project examples under the prescribed parameters of the solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be

evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) projects with a dollar value over \$10 million.

(2) Design-Build Construction: A proposal offering Design-Build experience under the parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) work done in conjunction with members of the proposed design-build team.

(3) Similar Climate Construction: A proposal offering Similar Climate construction experience under the parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) projects completed in harsher climate conditions.

b) DESIGN EXPERIENCE

For Design Experience, the Offeror will be evaluated on four separate areas, listed in descending order of importance: 1) Experience on Similar Housing Projects, 2) Design-Build Experience, 3) Military Construction (MILCON) Design Experience and 4) Similar Climate Design Experience.

(1) Similar Housing Projects: A proposal offering Similar Housing Project experience through project examples under the prescribed parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) projects with a dollar value over \$10 million.

(2) Design-Build: A proposal offering Design-Build experience through project examples under the prescribed parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) work done in conjunction with members of the proposed design team.

(3) Military Construction (MILCON) Design: A proposal offering MILCON design experience under the parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) MILCON experience rather than Federal, State, or Local Government experience.

(4) Similar Climate Design: A proposal offering Similar Climate experience under the parameters of this solicitation may be evaluated more favorably than those that demonstrate the experience on other type project(s). Offerors may be evaluated more favorably based on: (i) a larger number of similar projects (not to exceed four); (ii) more recent projects; or (iii) projects completed in harsher climate conditions.

5.1.5 TAB 3 PAST PERFORMANCE (CONSTRUCTION & DESIGN) – SUBMITTAL REQUIREMENTS

Tab 3 PAST PERFORMANCE (CONSTRUCTION & DESIGN) consists of two subfactors: Construction Past Performance and Design Past Performance.

a) CONSTRUCTION PAST PERFORMANCE

Submit past performance information ratings for the past five (5) years on projects identified in Tab 2A CONSTRUCTION EXPERIENCE. Submit all Construction Contractor Appraisal Support System

(CCASS) Performance Evaluations received on DOD Government projects within the last 5 years. Copies of records contained in the Corps of Engineers CCASS Database may be requested by fax on company letterhead at the following telefax number: (503) 808-4596. For each project constructed for Private Industry, [or is otherwise without a CCASS appraisal] provide a completed Performance Summary Sheet for each applicable project within the last 5 years. A blank copy of the Performance Summary Sheet (Construction) is attached to this section (may be edited as a Microsoft WORD file, location is on CD-ROM in folder "guides," file name is "pastperf.doc." Edit and print as many as needed for completion of TAB 3 Past Performance.) This form must be completed by an owner or owner's representative and sent directly by the owner or owner's representative to the USACE Contracting Activity at the address shown in Block 8 of Standard Form 1442. All past performance information must be submitted by the proposal due date in order to be considered. The Government reserves the right to contact the evaluator on previous Government or Private Sector work to verify the Offeror's construction performance.

b) DESIGN PAST PERFORMANCE

Submit past performance information ratings for the past five (5) years on projects identified in Tab 2B DESIGN EXPERIENCE. Submit all Architect-Engineer Contract Administration Support System (ACASS) Performance Evaluations received on DOD Government design projects within the last 5 years. Copies of records contained in the Corps of Engineers ACASS Database may be requested by fax on company letterhead at the following telefax number: (503) 808-4596. For each project designed for Private Industry, [or is otherwise without a ACASS appraisal] provide a completed Performance Summary Sheet for each applicable project within the last 5 years. A blank copy of the Performance Summary Sheet (Design) is attached to this section (may be edited as a Microsoft WORD file, location is on CD-ROM in folder "guides," file name is "pastperf.doc." Edit and print as many as needed for completion of TAB 3 Past Performance.) This form must be completed by an owner or owner's representative and sent directly by the owner or owner's representative to the USACE Contracting Activity at the address shown in Block 8 of Standard Form 1442. All past performance information must be submitted by the proposal due date in order to be considered. The Government reserves the right to contact the evaluator on previous Government or Private Sector work to verify the Offeror's design performance.

5.1.6 TAB 3 PAST PERFORMANCE (CONSTRUCTION & DESIGN) – EVALUATION

Tab 3 PAST PERFORMANCE (CONSTRUCTION & DESIGN) contains two subfactors that are listed in descending order of importance: Construction Past Performance and Design Past Performance. Past Performance of primary teaming partners will be recognized and evaluated in the same manner as Past Performance of the Offeror. Tab 3 PAST PERFORMANCE (CONSTRUCTION & DESIGN) will be evaluated as follows:

a) CONSTRUCTION PAST PERFORMANCE

Past Performance ratings received on prior DOD Government work and projects completed for Private Industry will be evaluated. Higher evaluation ratings may be awarded for Exceptional evaluations. In descending order, lower ratings may be given to evaluations of Above Average, Average, Marginal, and Unacceptable. If an Offeror has no past performance evaluations within the CCASS database or Performance Summary sheets included in the proposal, a neutral rating will be awarded. The Government reserves the right to contact the evaluators of either the CCASS Rating or the Performance Summary Sheets submitted. The Government also reserves the right, but is not obligated, to query any Government agencies, databases, and publications for information such as performance evaluations, debarment, terminations, and litigation for evaluation purposes.

b) DESIGN PAST PERFORMANCE

Past Performance ratings received on prior DOD Government work and projects completed for Private Industry will be evaluated. Higher evaluation ratings may be awarded for Exceptional evaluations. In

descending order, lower ratings may be given to evaluations of Above Average, Average, Marginal, and Unacceptable. If an Offeror has no past performance evaluations within the ACASS database or Performance Summary sheets included in the proposal, a neutral rating will be awarded. The Government reserves the right to contact the evaluators of either the ACASS Rating or the Performance Summary Sheets submitted. The Government also reserves the right, but is not obligated, to query any Government agencies, databases, and publications for information such as performance evaluations, debarment, terminations, and litigation for evaluation purposes.

c) NO RELEVANT PAST PERFORMANCE INFORMATION

In accordance with FAR 15.305, a neutral rating will be assigned to an Offeror without a record of relevant past performance or for whom information on past performance is not available. However, an Offeror may submit and be evaluated on past performance information regarding predecessor companies, key personnel who have relevant experience, or subcontractors that will perform major or critical aspects of the requirement when such information is relevant to the instant acquisition.

d) ADVERSE PAST PERFORMANCE INFORMATION

In accordance with FAR 15.306, the Government may initiate exchanges with an Offeror to clarify adverse past performance information when the Offeror has not previously had an opportunity to comment. Since discussions are not intended to occur in Phase 1, the Government may accomplish exchanges through clarifications prior to selecting the most highly qualified firms to submit proposals in Phase 2.

5.1.7 TAB 4 PROGRAM MANAGEMENT PLAN – SUBMITTAL REQUIREMENTS

The Offeror should provide a comprehensive Program Management Plan detailing the overall management approach to this entire Housing Program (FY 03 – FY 10). The Program Management Plan should clearly indicate how the Offeror has the ability to deliver quality housing units under the following constraints:

- 12 to 18 Month Construction Schedule.
- Task Orders issued annually.
- 80 - 170 housing units to be constructed per task order.
- Working with the Base Housing Office to vacate existing units and turnover of finished units in a systematic method.
- Limitations of available local labor forces.
- Quality control procedures.
- Phased prototype (Model) construction
- Phased turnover of finished (accepted) housing units.

5.1.8 TAB 4 PROGRAM MANAGEMENT PLAN – EVALUATION

The Program Management Plan will be evaluated for inclusion of all tasks identified in the Program Management Plan submittal paragraph above. The requirements specified in the solicitation are considered to be minimum requirements. A more favorable evaluation rating may be given for exceeding the minimum requirements. The quality of the Offeror's plan to deliver a quality product under the constraints listed will be evaluated. Higher evaluation ratings can be achieved with a thoroughly explained Program Management Plan that illustrated that the Offeror has a firm understanding of the scope and complexity of this housing program.

5.1.9 TAB 5 PERSONNEL – SUBMITTAL REQUIREMENTS

Tab 5 PERSONNEL consists of three subfactors: Construction Personnel, Design Personnel, and Other Professional Personnel. Résumés should be submitted in the following format.

Name/Title	
Proposed Duties & Functions	
Firm Affiliation/Years Affiliated	
Years of Experience (performing proposed duties & functions)	
Education: Degree Year Specialization	
Active Registrations and/or Professional/Technical Certifications/Licenses	
Specific Qualifications	
List of Relevant Projects Including: Title Description Type (D-B, Construction, etc.) Dollar Value Year Complete Duties/Functions	

a) CONSTRUCTION PERSONNEL

The Offeror should submit the names and résumés for key construction personnel that will be assigned to this project. In addition, the Offeror will provide a summary of the duties and responsibilities of these individuals, which clearly indicates separate duties and responsibilities for each of the individuals. As a minimum, this subfactor should include data on the following personnel:

(1) Project Superintendent: The Project Superintendent should be a graduate engineer or experienced construction person and have at least 5 years experience in related work on housing projects similar to this project.

(2) Project Manager: The Project Manager should be a degreed or registered engineer, architect or graduate construction or engineering manager and have at least 5 years experience in related work on housing projects similar to this project.

(3) CQC System Manager: The Contractor Quality Control (CQC) Manager should be a graduate engineer or an experienced construction person with a minimum of 5 years experience as a CQC in related work on housing projects similar to this project.

The proposal should clearly present the credentials of each person, and shall show that each meets the requirements listed above. Résumés should include examples of project experience and educational qualifications. Résumés should list projects, identified in the subfactor CONSTRUCTION EXPERIENCE (Tab 2) above, that show previous construction team working relationships among key personnel.

b) DESIGN PERSONNEL

The Offeror should submit the résumés on lead and support design personnel who will work on this project. Key personnel should have their respective professional registrations and experience in design of similar housing projects. Résumés should list projects, identified in the subfactor DESIGN EXPERIENCE (Tab 2)

above, that show previous design team working relationships among key personnel. The Design Team should include separate individuals for the following disciplines:

- (1) Project Manager (registered Architect or Engineer);
- (2) Registered Architect proficient with LEED Green Building Rating Systems and its building practices, technologies, policies and standards developed by the U.S. Green Building Council;
- (3) Registered Structural Engineer;
- (4) Registered Mechanical Engineer;
- (5) Registered Fire Protection Engineer (FPE);
- (6) Certified Interior Designer;
- (7) Registered Electrical Engineer;
- (8) Registered Civil Engineer; and
- (9) Registered Landscape Architect

If, because of reasons beyond the control of the design team, the named individuals are not able to fulfill this obligation, replacement personnel with similar education and experience shall be presented to the Contracting Officer for acceptance.

c) OTHER PROFESSIONAL PERSONNEL

The Offeror should submit the names and résumés for key professional personnel that are to be utilized under this contract and in place for the first Task Order. See also Section 00800, Paragraph 1.4.4 TASK ORDERS FOR PROFESSIONAL SERVICES. Résumés should list projects, identified in the factor EXPERIENCE (Tab 2) above, that show previous working relationships among key personnel. As a minimum, this subfactor should include data on the following personnel:

- (1) Surveyor: The Surveyor should be state board licensed in the State of Missouri and have at least 5 years experience in the field of surveying. Surveyor should have all software required to meet project needs.
- (2) Community Planner: The Community Planner should have at least 5 years experience in site planning, and development of land use plans for subdivisions or planned communities.
- (3) GIS/Mapping Coordinator: The GIS/Mapping Coordinator should have 5 years experience as a Coordinator and at least 3 years experience in software usage and database management.
- (4) Lead CADD Technician: The Lead CADD Technician should have an Associates Degree in the Applied Science of CADD Drafting and have at least 5 years of CADD drafting experience.
- (5) Geologist/Geotechnical Engineer: The Geologist/Geotechnical Engineer should be a licensed geologist or registered professional engineer and have at least 5 years experience in soil borings and soil classification.

The Contractor shall have the capability to provide geotechnical support, including but not limited to the performance of both in-situ drilling/back hoe operations for geotechnical and chemical laboratory soil testing and analyses to determine chemical and physical soil characteristics. The Contractor or subcontractor shall be able to interpret the results of such testing and analyses; utilize the results as a basis for ensuring the remedial system is designed, constructed, operated and maintained properly; and determine the effectiveness of the remedial system in accordance with the original design. The geological requirements related to the remedial action will be described in each individual Task Order.

(6) Asbestos/Lead Paint Sampling Technician: The Asbestos/Lead Paint Sampling Technician shall be an OSHA Certified competent person with at least 2 years experience of on-the-job asbestos/lead paint sampling experience.

(7) Certified Industrial Hygienist (CIH): The CIH shall be certified by the American Board of Industrial Hygiene with a minimum of a 4-year college degree in a related field from an accredited postsecondary institution and a minimum of five years working experience in:

Air monitoring techniques and in development of respiratory protection.

Personal protective equipment programs for working in potentially toxic atmospheres and confined spaces.

Working knowledge of applicable federal, state, and local occupational safety and health regulations.

5.1.10 TAB 5 PERSONNEL– EVALUATION

Tab 5 PERSONNEL contains three subfactors that are listed in descending order of importance: Construction Personnel, Design Personnel, and Other Professional Personnel. Personnel of primary teaming partners will be recognized and evaluated in the same manner as Personnel of the Offeror. Tab 5 PERSONNEL will be evaluated as follows:

a) CONSTRUCTION PERSONNEL

Experience on similar housing projects, education, responsibilities/duties, and years of experience will be evaluated for the key construction personnel identified. Offerors with key construction personnel with prior experience on military housing construction projects and/or completion of design-build housing projects may receive a more favorable evaluation.

b) DESIGN PERSONNEL

Experience on similar housing projects, education, professional certification/registration, responsibilities/duties, and years of experience will be evaluated for the key design personnel identified. Offerors with key design personnel with prior experience on military housing design projects and/or completion of design-build housing projects may receive a more favorable evaluation.

c) OTHER PROFESSIONAL PERSONNEL

Experience, education, professional certification/registration, responsibilities/duties, and years of experience will be evaluated for the key professional personnel identified. Offerors with key professional personnel with prior experience on military projects and/or housing projects may receive a more favorable evaluation.

5.1.11 TAB 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS) – SUBMITTAL REQUIREMENTS

a) SMALL BUSINESS

Only large business concerns must submit information for Tab 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS). Small business concerns should state their business size classification based on the NAICS code and size standard in Section 00100 of the solicitation.

b) LARGE BUSINESS

Only large business concerns must submit information for Tab 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS). Tab 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS) will be evaluated to determine the Offeror's past performance in meeting small business goals for the following small business classifications: Small Business (SB), Small Disadvantaged Business (SDB), Women Owned Small Business (WOSB), HUBZone, and Severely Disabled Veteran Owned Small Business (SDVOSB). The Offeror must submit data on its overall past performance in meeting small business goals on all Government contracts of a similar nature within the last 5 years containing FAR Clause 52.219-8, "Utilization of Small, Small Disadvantaged and Women-Owned Small Business Concerns" and FAR Clause 52.219-9, "Small, Small Disadvantaged and Women-Owned Small Business Subcontracting Plan." The data to be provided should account for each of the above small business classifications and include:

- (1) Client/Customer.
- (2) Contract/Identification Number.
- (3) Project Description.
- (4) Contract Amount.
- (5) Reference or Point of Contract (to include address and telephone number).
- (6) Official Documentation (Government contracts only) that may include:
 - (i.) Evidence of compliance checks by Government agencies such as Small Business Administration, Defense Contract Audit Agency, or U.S. Army Corps of Engineers.
 - (ii.) Standard Form 294 and Standard Form 295.
- (7) Other Relevant Documentation that may include citations, awards, letters of accommodation, etc. that demonstrate successful past performance in utilization of small business concerns.

5.1.12 TAB 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS) – EVALUATION

a) SMALL BUSINESS

In accordance with FAR 15.305, small business concerns will receive the highest evaluating rating under Tab 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS).

b) LARGE BUSINESS

Offerors (only if a large business) will be formally evaluated under Tab 6 PAST PERFORMANCE (UTILIZATION OF SMALL BUSINESS CONCERNS) to determine the Offeror's past performance in establishing and achieving realistic yet challenging goals on recent Government contracts of a similar nature. Offeror's who have recently established and achieved higher goals will be evaluated more favorably.

c) NO RELEVANT PAST PERFORMANCE INFORMATION

In accordance with FAR 15.305, a neutral rating will be assigned to an Offeror (only if a large business) without a record of relevant past performance or for whom information on past performance is not available. However, an Offeror may submit and be evaluated on past performance information regarding predecessor companies or subcontractors that will perform major or critical aspects of the requirement when such information is relevant to the instant acquisition.

d) ADVERSE PAST PERFORMANCE INFORMATION

In accordance with FAR 15.306, the Government may initiate exchanges with an Offeror to clarify adverse past performance information when the Offeror has not previously had an opportunity to comment. Since discussions will not occur in Phase 1, the Government may accomplish these exchanges through clarifications prior to selecting the most highly qualified firms to submit proposals in Phase 2.

5.2 PHASE 2 SUBMITTALS & EVALUATION

In Phase 2, Offerors will submit two binders labeled as Volume II and Volume III with tabs separating the factors shown below. All required information for each identified factor must be contained within that specified Tab.

:

5.2.1 TAB 7 HOUSING UNIT CONCEPT DESIGN - SUBMITTAL REQUIREMENTS

Tab 7 HOUSING UNIT CONCEPT DESIGN consists of two subfactors: Housing Unit Design and Supporting Data Housing Unit Design.

a) HOUSING UNIT DESIGN

(1) Architectural Design Narrative. Provide a description of how the desired architectural character is achieved through the use of form, scale and proportion, and how materials are used to add pattern and definition to the design. Discuss the sensory perception and recognition of the physical elements as they are experienced sequentially in time as one approaches, enters, and moves through the order of spaces within the housing unit. Briefly discuss the functioning of activities within the housing unit spaces and the qualities of light, view and acoustics.

(2) Architectural Design Drawings.

(i.) Architectural Floor Plans – Provide overall dimensions, room dimensions and areas, equipment and fixtures, include door swings and typical furniture arrangements, identify types of materials and show all columns, partitions, openings, and roof overhangs.

(ii.) Exterior Elevations - Provide drawings to present design intent, identify exterior materials and show proposed detailing. Indicate door and window sizes and configurations, porches, decks and exterior steps. Provide major horizontal and vertical dimensions.

(iii.) Building Section – Provide a building section of the offeror's choice that will illustrate the vertical relationship of all major building components, walls, floors, ceiling and roofs. Identify materials and show foundations, porches and decks as applicable. Explain how this section is either typical of all proposed family housing units or how other models may be different from the section shown.

(iv.) Wall Section - Provide a typical wall section showing foundation, wall composition, and floor and roof system. Identify materials, finishes, thermal insulation and vapor protection.

(v.) Finish and Equipment Schedules - Provide interior finish schedule, door and window schedules. Include ceiling heights on the interior finish schedule.

(i.) Provide layout of equipment as proposed for the mechanical room.

(ii.) Use Net Floor Area Calculation Worksheet, and Kitchen Cabinet Size Calculation Worksheet, attached to this Section, in your proposal to support compliance with RFP criteria. (May be edited as a Microsoft WORD file, location is on CD-ROM in folder "Guides," file name is "supporting data.doc." Edit and print as many as needed for completion of TQAB 7a Housing Unit Design.) NOTE: THIS WORKSHEET WILL CHANGE DUE TO NEW CRITERIA AND WILL BE REISSUED WITH THE TECHNICAL DATA FOR PHASE 2

(3) Color Boards. Color boards are to depict exterior and interior materials, finishes, and colors. Color board submittal is to be bound in a standard, letter-size binder.

b) SUPPORTING DATA HOUSING UNIT DESIGN

Product Literature. The Offeror should fill out and submit the attached form titled: Construction Materials, Products, Equipment, and Systems to indicate specific make and model of the proposed materials, products, equipment, and systems. (May be edited as a Microsoft WORD file, location is on CD-ROM in folder "Guides," file name is "stdform.doc." Edit and print as many as needed for completion of TQAB 7a Housing Unit Design.) In addition, the Offeror should provide product literature for all items listed in this attached form including manufacturer's descriptive literature, technical data, performance charts and curves, catalog cuts, etc. The technical data proposed should meet the specific requirements contained in this solicitation.

(1) Betterments. The Offeror shall identify on this form all proposed Betterments (materials, products, equipment, systems, etc) that exceed the basic requirements of the solicitation. This includes consideration of the items listed in the attached form and any other items furnished as part of the construction and delivery of the housing units. Any betterment included in the Offeror's proposal that is applicable to housing units shall be applicable for all the housing units. See Section 01000, Part 1 for list and priority of betterments.

(2) Deviations. The Offeror shall provide a list of all other deviations, deemed necessary by the Offeror, to achieve cost limitations, meet statutory requirements, and/or are mandatory due to technical flaws in the solicitation (i.e. performance, structural integrity, safety, maintainability, applicable code requirements, etc) in order to deliver the intended basic requirements of the solicitation. Each deviation shall include an explanation of why the Offeror believes the deviation is necessary.

(3) Recovered Materials. Include information on the use of EPA designated items composed of recovered (recycled) materials. Indicate specific material and equipment being proposed by highlighting model numbers and specific types and grades of materials on the manufacturer's catalog cut / literature. Recovered Materials should be used to the maximum extent practicable. Practicable being defined (per 40 CFR CH.1, 247.3) as capable of being used consistent with (a) performance in accordance with applicable specifications, and (b) availability at a reasonable price, availability within a reasonable period of time, and maintenance of a satisfactory level of competition. Provide a list of materials proposed on this project.

5.2.2 TAB 7 HOUSING UNIT CONCEPT DESIGN – EVALUATION

Tab 7 HOUSING UNIT CONCEPT DESIGN contains two subfactors that are listed in descending order of importance: Housing Unit Design and Supporting Data Housing Unit Design. Tab 7 HOUSING UNIT CONCEPT DESIGN will be evaluated as follows:

a) HOUSING UNIT DESIGN

(1) Exterior Architectural Design. This part of the evaluation assesses the degree to which the proposed buildings provide the appearance of the desired architecture style. Consideration will be given to the use of form, scale and proportion, and materials to order relationships among the building's

elements to achieve the desired character and individuality. Also, consideration will be given to how the detailing of materials complements the design and adds to the visual interest and appeal of the building.

(2) Interior Architectural Design. This part of the evaluation assesses the elements of planning and designing the family housing unit interiors. Consideration will be given to the livability, flexibility, functionality and individuality of the floor plans. Also, consideration will be given to the overall sensory perception of the physical elements of the design including qualities of light, view and acoustics.

(3) Net Floor Area and Kitchen Cabinet Size. This part of the evaluation assesses the firm's preparation of the Calculation Worksheets (Net Floor Area and Kitchen Cabinet Size) for compliance with solicitation requirements.

b) SUPPORTING DATA HOUSING UNIT DESIGN

(1) Housing Unit Exterior Materials. This part of the evaluation assesses the housing unit exterior construction materials and finishes.

(2) Housing Unit Interior Materials. This part of the evaluation assesses the housing unit interior construction materials and finishes.

(3) Housing Unit Mechanical Systems. This part of the evaluation assesses the housing unit mechanical systems including heating and air-conditioning, plumbing and ventilation.

(4) Housing Unit Electrical Systems. This part of the evaluation assesses the housing unit electrical systems including power, lighting and communications.

(5) Appliances. This part of the evaluation assesses the quality of all major appliances.

(6) Percentage of Recovered Material. Consideration will be given to the extent that the designated items are proposed for this project. The more materials offered, the higher the rating assigned.

(7) Betterments. The Offeror will be evaluated on the priority and number of Betterments proposed. The Government believes the solicitation requirements are technically sound, comply with all statutory requirements, and are awardable within the specified cost limitation. Higher evaluations will be assigned based on the number and priority of Betterments proposed. See above paragraph 5.2.1, b) (2) on conditions and use of Betterments.

(8) Deviations. Deviations that, in the Government's evaluation, negatively conflict with the solicitation requirements may be evaluated unfavorably or even result in rejection of the proposal as non-responsive.

5.2.3 TAB 8 SITE CONCEPT DESIGN - SUBMITTAL REQUIREMENTS

TAB 8, SITE CONCEPT DESIGN consists of three subfactors: Site Concept Design, Demolition Plan, and Supporting Data Site Design.

a) SITE CONCEPT DESIGN

(1) Site Analysis Narrative. Provide a description of the basic site layout and the rationale behind the site design. Address how the proposal accomplishes the Air Force neighborhood "Goal" through the five site development Objectives presented on page 25 of the Air Force Family Housing Guide, Chapter 3 - Neighborhood Design, paragraph Goals and Objectives (see Attachment I). This should be a comprehensive look at the new housing neighborhood including the follow-on phase of development.

Also address environmental conditions, prevailing winds, solar effect, and the relationship of the site to the surrounding environment.

(2) Site Concept Presentation Plan. Practical and architecturally sound site layout drawn to scale based on the topographical information available from existing records provided by the Government and the known subsurface soil conditions. Include, as a minimum, the proposed location of point of connection to existing utilities, location of utility corridors and location of connection points for extension of utilities into the follow-on phase of development, proposed storm drainage layout, roads, sidewalks, and landscape design including recreation/common areas, etc. Indicate finish floor elevations and approximate site-finish contours. The proposed site development for the follow-on phase of the work is to be conceptual in nature showing how the proposed roads, utility corridors, and recreation/common areas will serve the total new housing neighborhood development.

b) DEMOLITION PLAN

The Offeror should submit a comprehensive Demolition Plan that provides detailed information on the extent of demolition required and the procedures used to accomplish all demolition on the project site for the First Task Order. The demolition plan should include information such as: (1) Description of the demolition procedures proposed, (2) Permits required, (3) Hazardous material (Asbestos & Lead Based Paint) removal methods and procedures, (4) Safety precautions taken, and (5) Equipment proposed to be used for demolition. The intent of submitting a demolition plan in the proposal is to allow the timely start of demolition following Notice to Proceed to the awarded Offeror.

c) SUPPORTING DATA SITE DESIGN

Product Literature. The Offeror should fill out and submit the attached form titled: Construction Materials, Products, Equipment, and Systems to indicate specific make and model of the proposed materials, products, equipment, and systems. In addition, the Offeror should provide product literature for all items listed in this attached form including manufacturer's descriptive literature, technical data, performance charts and curves, catalog cuts, etc. The technical data proposed should meet the specific requirements contained in this solicitation.

(1) Betterments. The Offeror shall identify on this form all proposed Betterments (materials, products, equipment, systems, etc) that exceed the basic requirements of the solicitation. This includes consideration of the items listed in the attached form and any other items furnished as part of the construction and delivery of the housing units. Any betterment included in the Offeror's proposal that is applicable to housing units shall be applicable for all the housing units. See Section 01000, Part 1 for list and priority of betterments.

(2) Deviations. The Offeror shall provide a list of all other deviations, deemed necessary by the Offeror, to achieve cost limitations, meet statutory requirements, and/or are mandatory due to technical flaws in the solicitation (i.e. performance, structural integrity, safety, maintainability, applicable code requirements, etc) in order to deliver the intended basic requirements of the solicitation. Each deviation shall include an explanation of why the Offeror believes the deviation is necessary.

(3) Recovered Materials. Include information on the use of EPA designated items composed of recovered (recycled) materials. Indicate specific material and equipment being proposed by highlighting model numbers and specific types and grades of materials on the manufacturer's catalog cut / literature. Recovered Materials should be used to the maximum extent practicable. Practicable being defined (per 40 CFR CH.1, 247.3) as capable of being used consistent with (a) performance in accordance with applicable specifications, and (b) availability at a reasonable price, availability within a reasonable period of time, and maintenance of a satisfactory level of competition. Provide a list of materials proposed on this project.

5.2.4 TAB 8 SITE CONCEPT DESIGN - EVALUATION

Tab 8 SITE CONCEPT DESIGN contains three subfactors that are listed in descending order of importance: Site Design, Demolition Plan, and Supporting Data Site Design. Tab 8 SITE CONCEPT DESIGN will be evaluated as follows:

a) SITE CONCEPT DESIGN

(1) Neighborhood Identity. This part of the evaluation deals with how successfully the proposed family housing site design uses the principal of spatial “hierarchy” to create a sense of neighborhood identification for residents. The evaluation will look at the use of open space, street layout and pedestrian circulation in relationship to individual homes, sub-neighborhoods and the neighborhood community. Consideration will be given to the following elements:

- (i.) Street layout: Vehicle circulation, turning movements at intersections, lighting, visual buffering, and integration of future housing development.
- (ii.) Pedestrian circulation and accessibility to recreation areas.
- (iii.) Emergency and service vehicle access: Provision for immediate and direct access, and adequate night lighting, for emergency vehicles and access for service vehicles. This includes servicing the utilities located in the utility corridor as well as mail delivery and trash pickup.
- (iv.) Grading: Site development provisions for drainage solutions that retain storm water on site, provide adequate protection for living units and yards, and preventing ponding in common areas.

(2) Landscaping. Consideration will be given to the following elements:

- (i.) Creation of open spaces for recreation, privacy, set-backs, as well as the use of landscape to define these amenities, and buffers from noisy elements and the integration of these elements into the overall site plan which includes the follow-on phase of development.
- (ii.) All considerations of landscape design, location, size and quantity, appropriateness of planting selection, and proposed wind-break design.

(3) Utilities. This area of evaluation includes overall planning, layout, design and development of the site utility systems including the utility corridor. It embraces consideration of flexibility, maintenance, and accessibility. It includes evaluation of the design for the following systems: water distribution system; electrical system including site and street lighting, telephone and cable television; gas distribution system; and sanitary sewage system.

b) DEMOLITION PLAN

The Demolition Plan will be evaluated for inclusion of all tasks identified in the Demolition Plan submittal paragraph above. Higher evaluation ratings can be achieved with a thoroughly explained Demolition Plan suitable for the scope and complexity of this housing project.

c) SUPPORTING DATA SITE DESIGN

Consideration will be given to the quality, durability and degree and frequency of maintenance required for the equipment and materials proposed for the project based on the following elements:

(1) Site Equipment and Materials. This part of the evaluation assesses the quality of materials proposed for the project site development including civil, electrical and landscaping.

(2) Percentage of Recovered Material. Consideration will be given to the extent that the designated items are proposed for this project. The more materials offered, the higher the rating assigned.

(3) Betterments. The Offeror will be evaluated on the priority and number of Betterments proposed. The Government believes the solicitation requirements are technically sound, comply with all statutory requirements, and are awardable within the specified cost limitation. Higher evaluations will be assigned based on the number and priority of Betterments proposed. See above paragraph 5.2.3, c) (2) on conditions and use of Betterments.

(4) Deviations. Deviations that, in the Government's evaluation, negatively conflict with the solicitation requirements may be evaluated unfavorably or even result in rejection of the proposal as non-responsive.

5.2.5 TAB 9 PROJECT MANAGEMENT – SUBMITTAL REQUIREMENTS

Tab 9 PROJECT MANAGEMENT consists of three subfactors: Project Management Plan, Project Schedule, and Safety & Health Record.

a) PROJECT MANAGEMENT PLAN (PMP)

The Offeror should provide a comprehensive Project Management Plan (PMP) developed specifically for the first task order of this contract. The PMP should discuss the specific needs of the first task order including the management approach used to design, demo, construct, and turn-over of all housing units of the first task order within the proposed schedule. The PMP should contain a detailed discussion on phased turn-over of the finished housing units and how it will be achieved within the proposed schedule. The information in the PMP should make it clear that the Offeror has the ability to deliver a quality product and effectively manage the designers, consultants and subcontractors on the team, as well as the ability to coordinate all work throughout the design and construction phases. The PMP shall include an explanation of the total project team management approach for both the design team and the construction team. It shall include: management of firms included within the design team and construction team, specific quality control procedures used (including Quality Control procedures to be used to limit re-submittals, design errors, and poor coordination between the prime design firm and design consultant), schedule development, and methods to be utilized to adhere to the schedule. In addition, it should address the acquisition of environmental permits in a timely fashion, safety, preparation and submission of As-Built documents, and contract closeout. It should discuss how the design team will support the Offeror during construction and an organizational chart showing the inter-relationship of management and various team components, including the Corps of Engineers and the Air Force. In addition, the PMP should address the relationship between designer and construction contractor and should clearly indicate an understanding of the design-build process.

b) PROJECT SCHEDULE

The Offeror should provide a project schedule for design, demolition, and construction work for the first task order. The schedule should be prepared in the form of time-scaled (Gantt Chart) summary network diagram and graphically indicate sequences proposed to accomplish each general work operation including design, design reviews, demolition, construction, phased turn-over of accepted units, final clean-up of premises, and interactions and dependencies among the various activities. (Do not include a Network Analysis System (NAS) at this time. A Network Analysis System will become a requirement after award. See Section 01320A PROJECT SCHEDULE). The schedule should illustrate when finished units will be turned over in a phased manner. The proposed project schedule should clearly indicate the total number of calendar days from Notice to Proceed proposed for task order performance. The proposed completion time will become a contract requirement. If the Offeror fails to complete the work within the time specified, the Offeror may be subject to liquidated damages (if applicable).

The Offeror shall provide a verification statement that the Contractor has read the contract requirements and that the number of days includes all design time, Government review time of all design submittals, demolition time, and construction time necessary to complete the project. The duration shall reflect the design and design

review requirements addressed in the Section 01332 SUBMITTALS DURING DESIGN. Allow 20 calendar days review by Government (includes review conference) for each design submittal.

b) HEALTH AND SAFETY RECORD

The Offeror should submit OSHA Form 200 showing the incident rates (averaged over the past five years).

5.2.6 TAB 9 PROJECT MANAGEMENT – EVALUATION

Tab 9 PROJECT MANAGEMENT consists of three subfactors that are listed in descending order of importance: Project Management Plan, Project Schedule, and Safety & Health Record. The requirements specified in the solicitation are considered to be minimum requirements. A more favorable evaluation rating may be given for exceeding the minimum requirements. Tab 9 PROJECT MANAGEMENT will be evaluated as follows:

a) PROJECT MANAGEMENT PLAN (PMP)

Project Management Plans will be evaluated for inclusion of all tasks identified in the Project Management Plan submittal paragraph above. The quality of the Offeror's plan to deliver a quality product and effectively manage the construction team and ability to effectively coordinate all work throughout the design and construction phase of this project will be evaluated. Higher evaluation ratings can be achieved with a thoroughly explained Project Management Plan suitable for the scope and complexity of this housing project, and which addresses each of the following:

- Management Approach
- Sub-Contractor Management
- Quality Control Procedures
- Schedule development and adherence (Phased Turn-Over)
- Organization Chart
- Acquisition of Environmental Permits
- Safety
- Preparation and submission of As-Built documents
- Contract closeout

b) PROJECT SCHEDULE

Schedules will be evaluated for inclusion of all tasks identified in the PROJECT SCHEDULE submittal paragraph above. Offerors who propose and substantiate schedules that result in a period of performance of 18 months or less and illustrate a schedule of the phased turnover of finished units will receive a more favorable evaluation. Shorter project schedules will be evaluated more favorably. Proposals that include unrealistic or unsupported schedules will be evaluated unfavorably.

c) HEALTH AND SAFETY RECORD

Offerors who have minimal health and safety incident rates will receive a more favorable evaluation.

5.2.7 TAB 10 UTILIZATION OF SMALL BUSINESS CONCERNS – SUBMITTAL REQUIREMENTS

a) DEFINITIONS

(1) Small Business Concerns. For the purpose of this section, small business concerns refer to Small Business, Small Disadvantaged Business, Women-Owned Small Business, HUBZone Small Business, and Service Disabled Veteran-Owned Small Businesses.

(2) Prime Contractor. For the purpose of this section, a prime contractor refers to both large and small contractors.

(3) Offeror. For the purpose of this section, Offeror refers to both large and small contractors.

(4) Floor. Floor is the term the U.S. Army Corps of Engineers uses to replace goal. It represents the minimum level for small business performance.

b) SMALL BUSINESS

Only large business concerns must submit information for Tab 10 UTILIZATION OF SMALL BUSINESS CONCERNS. Small business concerns should state their business size classification based on the NAICS code and size standard in Section 00100 of the solicitation.

c) LARGE BUSINESS

Only large business concerns must submit information for Tab 10 UTILIZATION OF SMALL BUSINESS CONCERNS, which consists of 5 subfactors: Subcontracting Floors, Mitigation Efforts, Utilization of Small Business Concerns, Description of Subcontracted Supplies and Services, and Acknowledgements. **Offerors shall submit this information in the format of a Small Business Subcontracting Plan for the indefinite delivery contract in accordance with FAR Clause 52.219-9, "Small Business Subcontracting Plan."** An editable template of a subcontracting plan in Microsoft Word format is included on the CD-ROM. Offerors are cautioned that the template is generic and must be tailored significantly to comply with the submittal requirements of this solicitation.

The Offeror (only if a large business) should demonstrate how it plans to identify, commit, and utilize Small Business (SB), Small Disadvantaged Business (SDB), Women-Owned Small Business (WOSB), HUBZone, and Severely Disabled Veteran-Owned Small Business (SDVOSB) concerns as team members, subcontractors and/or suppliers in the performance of the resultant contract of this solicitation. It is the policy of the U.S. Army Corps of Engineers that small business concerns have the maximum practicable opportunity to participate meaningfully in contracts. It is further the policy of the U.S. Army Corps of Engineers that Offerors (large business only) demonstrate the extent they plan to utilize small business concerns in any resultant contract and provide assurance in its offer that small business concerns will have maximum subcontracting opportunities. The plan should clearly state factors that demonstrate a strong commitment to use small business concerns.

(1) Subcontracting Floors: The Offeror (only if a large business) should develop and identify percentage floors based on planned subcontracting that is challenging yet realistic. The following floors are considered reasonable and obtainable for the resulting contract:

- (i.) 57.2% of planned subcontracting dollars to be placed with all small business concerns.
- (ii.) 8.9% of planned subcontracting dollars to be placed with those small business concerns owned and controlled by socially and economically disadvantaged individuals.
- (iii.) 8.1% of planned subcontracting dollars to be place with women-owned small business concerns.
- (iv.) 3% of planned subcontracting dollars to be place with service-disabled veteran-owned small business.
- (v.) 3% of planned subcontracting dollars to be place with HUBZone concerns.

(2) Mitigation Efforts: The Offeror (only if a large business) should identify efforts that demonstrate its strategy to mitigate the effects of full and open competition on small business concerns. Specific examples of mitigation efforts via subcontracting include (but are not limited to):

- (i.) Teaming with small businesses.
- (ii.) Utilization of the Small Business Administration "PRO-NET" web site to research small business concerns (www.pronet.sba.gov).
- (iii.) Exceed the small business subcontracting floors stated above in the subfactor for SUBCONTRACTING FLOORS.
- (iv.) Apply small business subcontracting goals toward actual dollars awarded rather than a percentage of subcontracting dollars.
- (v.) Ensure original small business team members have substantial subcontracting opportunities and preferences throughout the life of the contract.
- (vi.) Assurances that all members of the Offeror's team understand the rules, regulations and procedures governing the review of subcontracting plan, subcontracting reporting, and subcontracting compliance audits.
- (vii.) Ensure periodic review small business subcontracting plan compliance.

(3) Utilization of Small Business Concerns: The Offeror (only if a large business) should demonstrate utilization and participation of small business concerns (clearly stated factors that demonstrate strong commitments) as team members, subcontractors, and/or suppliers.

(4) Description of Subcontracted Supplies and Services: The Offeror (only if a large business) should describe the supplies and services to be subcontracted and planned for subcontracting to SB, SDB, WOSB, SDVOSB, and HUBZone concerns.

(5) Acknowledgements

(i.) The Offeror (only if a large business) should acknowledge that: The Offeror will include FAR Clause 52.219-8, "Utilization Of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities. The Offeror will require subcontractors (including small business concerns) that receive subcontracts in excess of \$500,000 for supplies or services and \$1,000,000 for construction to adopt a small business participation program similar to the requirements of the resulting contract. The resulting subcontracting plan is a material part of the resulting contract. Therefore, failure to comply in good faith with the requirements of the subcontracting plan is in material breach of contract and can result in the Government assessing liquidated damages as stated in FAR Subpart 19.702.

(ii.) The Government may conduct comprehensive subcontracting compliance visits by the Contracting Officer (CO), Administrative Contracting Officer (ACO), and/or Small Business Administration.

(iii.) The Government may re-negotiate the subcontracting plan in the resulting contract if it is determined to be in the Government's best interests.

(iv.) The Government may negotiate subcontracting plans on individual task orders and apply goals/floors toward actual dollars awarded rather than a percentage of subcontracting dollars if it is determined to be in the Government's best interests.

(v.) The Offeror will twice annually (March and September) submit Standard Form 294, "Subcontracting Report for Individual Contracts" and Standard Form 295, "Summary Subcontract Report."

(vi.) The Offeror will include subcontracting plan compliance as an agenda item at periodic partnering meetings.

5.2.8 TAB 10 UTILIZATION OF SMALL BUSINESS CONCERNS – EVALUATION

a) SMALL BUSINESS

Small business concerns will receive the highest evaluating rating under TAB 10 UTILIZATION OF SMALL BUSINESS CONCERNS.

b) LARGE BUSINESS

Offerors (only if a large business) will be formally evaluated under Tab 10 UTILIZATION OF SMALL BUSINESS CONCERNS which consists of 5 subfactors that are listed in descending order of importance: Subcontracting Floors, Mitigation Efforts, Utilization of Small Business Concerns, Description of Subcontracted Supplies and Services, and Acknowledgements. Army Federal Acquisition Regulation Supplement (AFARS) Appendix DD “Subcontracting Plan Evaluation Guide” will be referenced during the evaluation of the submittals for this factor.

(1) Subcontracting Floors: Offerors who propose subcontracting floors that exceed the suggested floors will receive a more favorable evaluation than Offerors with floors that merely meet the suggested floors.

(2) Mitigation Efforts: Offerors who demonstrate innovative and effective mitigation strategies in small business subcontracting will receive a more favorable evaluation than Offerors who merely meet the Government's minimum requirements.

(3) Utilization of Small Business Concerns: Offerors will be evaluated on their proposed utilization and participation of small business concerns as team members, subcontractors, and/or suppliers in the resulting contract. The Offeror's will be evaluated on its commitments that small business concerns will have maximum subcontracting opportunities. Enforceable commitments to use small business concerns will receive more favorable evaluations than non-enforceable commitments.

(4) Description of Subcontracted Supplies and Services: Offerors will be evaluated on their proposed utilization of supplies and services to be subcontracted and planned for subcontracting to SB, SDB, WOSB, SDVOSB, and HUBZone concerns. The Offerors will be evaluated on commitments to utilizing supplies and services to be subcontracted and planned for subcontracting to SB, SDB, WOSB, SDVOSB, and HUBZone. Enforceable commitments to use small business concerns will receive more favorable evaluations than non-enforceable commitments.

(5) Acknowledgments: Offerors who acknowledge the Government's subcontracting compliance efforts will receive a favorable evaluation. Offerors who omit acknowledgements to the Government's subcontracting compliance efforts will receive a less favorable evaluation. Offerors who qualify their acknowledgements to the Government's subcontracting compliance efforts may receive a less favorable evaluation depending on the effect of the qualification.

5.2.9 ORAL PRESENTATIONS

Offerors submitting Phase II proposals will be required to provide an oral presentation to a mixture of Corps of Engineer, Air Combat Command, and Whiteman Air Force Base personnel. This presentation will occur at the Kansas City District office. The oral presentations are limited to one hour. The presentations will be scheduled for the afternoon and the next day after the phase II proposals are due. The purpose of the oral presentations is to provide the offeror with the opportunity to explain the organization of the offeror's phase II proposal, explain any specific documentation provided, to highlight the special features of their proposal, and to identify the benefits of the offeror's proposal that the offeror feels makes their proposal better than the competition. The offeror is expected to highlight significant points and will not be permitted to submit anything new. The oral presentations themselves will not be evaluated. The purpose of the oral presentations is to assist the evaluators in finding and understanding the significant features of the offeror's phase II proposal.

5.2.10 PRICE – SUBMITTAL REQUIREMENTS

Submittals for PRICE shall be in a separate binder as labeled as Volume III and consisting of the following:

a) COVER LETTER

The Offeror will submit a cover letter containing:

- (1) Solicitation number.
- (2) Name, address, e-mail, and telephone and facsimile numbers of the Offeror.
- (3) Names, titles, e-mail, and telephone and facsimile numbers of persons authorized to negotiate on the Offeror's behalf with the Government in connection with this solicitation.
- (4) Name, title, and signature of the person authorized to sign the proposal.
- (5) A statement specifying agreement with all terms, conditions provisions included in the solicitation.
- (6) Acknowledgement of all amendments to the solicitation (if applicable).
- (7) Deviations From the Solicitation: Offerors shall specifically identify, in a section entitled "DEVIATIONS," any significant deviations from the minimum solicitation requirements in Phase 2. All alternates shall be addressed and expanded upon in the appropriate tab in the proposal. This section is not intended for minute deviations and is separate from the deviation requirements in Section 00110, Tab 7b, SUPPORTING DATA HOUSING UNIT DESIGN and Tab 8c, SUPPORTING DATA SITE DESIGN.
- (8) Identification Of Items Exceeding Solicitation Requirements: Offerors shall list all significant items exceeding the minimum solicitation requirements in Phase 2. The list shall be entitled "IDENTIFICATION OF ITEMS EXCEEDING SOLICITATION REQUIREMENTS." All items listed shall be addressed and expanded upon in the appropriate tab in the proposal. This section is not intended for minute items exceeding requirements and is separate from the betterment requirement in Section 00110, Tab 7b, SUPPORTING DATA HOUSING UNIT DESIGN and Tab 8c SUPPORTING DATA SITE DESIGN.

b) STANDARD FORM 1442 AND SECTION 00010

Offerors shall submit a Standard Form 1442 (SF 1442) with Blocks 14-20 completed. Amendments shall be also be acknowledged in Block 19 of the SF 1442 in addition to the cover letter. Offerors shall submit a completed Section 00010, PRICING SCHEDULE. *Note. It is the Government's intention to use the prices and percentages indicated by the "successful" offeror in the Pricing Schedule for Task Order No. 1 to negotiate future Task Orders.*

c) GUARANTEE

The Offeror shall furnish a guarantee in the form of a firm commitment (e.g., bid bond supported by good and sufficient surety or sureties acceptable to the Government, postal money order, certified check, cashier's check, irrevocable letter of credit, or, under Treasury Department regulations, certain bonds or notes of the United States.) The amount of the guarantee shall be 20% percent of the price, or \$3,000,000, whichever is less. See also Section 00100, BID GUARANTEE.

5.2.11 PRICE – EVALUATION

The Cover Letter and SF 1442 will only be used in evaluating the Offeror's conformance to the solicitation, and eligibility for award. Section 00010, Price Schedule will be evaluated separately from other evaluation factors in Volumes I and II considering price reasonableness. A comparison of proposed price versus other price proposals and the Government Estimate will allow evaluation of price reasonableness.

6 FUNDING

The Design and Construction Cost Limitation (CCL) for Task Order No. 1 will be subject to the funds available. Each phase is separately funded and each is subject to availability of funds. The CCL for Task Order No. 1 will be identified with the task order scope. The Government reserves the right to reject any

proposals that exceed these given Cost Limitations. However, the Government may choose to award at more than the Cost Limitation if deemed in the best interest of the Government to do so.

7 COMPETITIVE RANGE

Upon completion of Phase 2 evaluations, and if discussions are determined to be necessary, the Government may establish a competitive range for the purpose of conducting discussions. The competitive range shall be determined on the basis of the factors stated in the solicitation and shall only include proposals that have a reasonable chance of being selected for award. Offerors submitting proposals determined outside of the competitive range (lacking a reasonable chance of being selected for contract award) will be notified in writing at the earliest practicable time.

8 FINAL PROPOSAL REVISIONS

The Government reserves the right to evaluate Phase 2 proposals and award a contract without discussions with Offerors. Therefore, the Offeror's proposal should contain the Offeror's best terms from a cost or price and technical standpoint. The Government also reserves the right to enter into discussions if determined to be in the Government's best interests. Proposal revisions in Phase 2 (if required) will be received at the time and place established by the Contracting Officer and communicated to the Offerors in the competitive range. Changes to evaluated factors in the proposal revisions will be reviewed and evaluated.

9 SELECTION PROCEDURES

When combined, the technical factors in Volume I and II are of approximately equal importance to the price factors in Volume III. Evaluations from Volumes I, II, and III will be compared utilizing the Tradeoff Process in FAR Subpart 15.101-1 in which the Government may accept other than the lowest priced proposal that represents the best overall value to the Government. After a selection has been made, the Government will contact the selected Offeror, advising the selection. The Government may reject any or all offers if such action is determined to be in the best interests of the Government.

10 AWARD OF CONTRACT

The Government will award a contract resulting from this solicitation to the responsible Offeror whose proposal conforms to the solicitation, represents the best value of all factors considered and is judged to be the most advantageous to the Government.

11 DEBRIEFING

In accordance with FAR Subpart 15.505 and 15.506, the Offeror may request either a pre-award or post-award debriefing in writing within three calendar days of notice of elimination from competition. Each Offeror is entitled to only one debriefing per acquisition. Debriefing of Offerors, successful or unsuccessful, will be conducted by the Contracting Officer. Release of source selection information after award will be the responsibility of Contracting Division in conjunction with Office of Counsel, and in accordance with the Freedom of Information Act.

12 PROPOSAL EXPENSES AND PRECONTRACT COSTS

This solicitation does not commit the Government to pay costs incurred in preparation and submission of initial and subsequent proposals or for other costs incurred prior to award of a formal contract.

13 RELEASE OF INFORMATION

After receipt of proposals and until contract award, source selection information will not be furnished to any firm.

OFFEROR NAME

EXPERIENCE (CONSTRUCTION AND DESIGN)

<p>Project <i>(Project Title)</i> <i>(Project Location – City, State)</i></p>	<p>Description of Project</p>
<p>Construction ____ Design ____ <i>(identify either or both for which the offeror or a primary teaming partner performed the actual effort)</i></p>	<p><i>(Description of the project, sufficiently detailed for evaluation committee to see the correlation between this project and the area or experience that this project demonstrates. May include a photo if desired.)</i></p>
<p>Project Start Date <i>(Date of construction start)</i></p>	
<p>Original Completion Date <i>(Date work was initially to be complete when originally awarded)</i></p>	
<p>Actual Completion Date <i>(Date work was actually completed and accepted)</i></p>	
<p>Construction Award Amount <i>\$(Initial amount)</i></p>	
<p>Final Construction Amount <i>\$(Final amount)</i></p>	
<p>Percentage of Work Completed by Offeror ____% <i>(Type of work completed by offeror)</i></p>	
<p>Point of Contact for Customer <i>(Name, address, telephone, and fax number of the individual most likely to be knowledgeable about your experience on this project)</i> <i>(Same as above, alternate contact)</i></p>	<p>This project example pertains to:</p> <p>____ Experience on Similar Housing Project ____ Design-Build Construction Experience ____ MILCON Construction Experience ____ Similar Climate Construction Experience</p> <p><i>(Mark which area this project relates to, making sure that your project description supports this capability.)</i></p>

Text in Italics should be deleted and replaced, where appropriate, with the information requested.

Submit directly to US Army Engineering District Kansas City, Attn: CENWK-CT-M/Wellons via facsimile at (816) 426-5169 no later than the date proposals are due.

PERFORMANCE SUMMARY SHEET (CONSTRUCTION)

SOLICITATION NUMBER DACA41-03-R-0002

Contractor's Name: _____

Project Name: _____

Project Location: _____

Name & Title of Person Completing this Summary _____

Name of Firm of Person Completing this Summary: _____

Signature of Person Completing this Summary: _____

Date: _____ Phone Number: _____

1. Overall Rating of this Contractor:

- ____ Exceptional
- ____ Above Average
- ____ Average
- ____ Marginal
- ____ Unacceptable

2. Cost Growth:

Original Construction Contract Award Amount: _____

Final Construction Contract Amount: _____

In your opinion, which of the following statement best describes your experience with cost growth on this project:

- ____ a. The contractor did not contribute to any cost growth.
- ____ b. The contractor contributed to some degree to the cost growth experienced on this project.
- ____ c. The contractor contributed significantly to the cost growth experienced on this project.

Any additional cost growth comments:

PERFORMANCE SUMMARY SHEET

SOLICITATION NUMBER DACA41-03-R-0002

3. Time Growth:

Original Contract Completion Date: _____

Final Contract Completion Date: _____

In your opinion, which of the following statement best describes your experience with time growth on this project:

____ a. The contractor did not contribute to any time growth.

____ b. The contractor contributed to some degree to the time growth experienced on this project.

____ c. The contractor contributed significantly to the time growth experienced on this project.

Any additional time growth comments:

4. Quality: Which of the following statements most accurately describe the quality of the work the contractor provided on your project:

____ a. The work provided by the contractor was of high quality.

____ b. The work provided by the contractor was of fair quality.

____ c. The work provided by the contractor was of poor quality.

Any additional comments on quality:

5. The willingness of past customers to have a contractor perform more work for them is an indication of overall satisfaction with the contractor's performance. If you were to construct another project similar to the one recently completed, and you had the responsibility and total authority to select the contractor for the new project, which of the following statements most accurately depicts the approach you would take?

____ a. I would have this contractor construct the new project.

____ b. I would consider this contractor, but I would also explore the possibility of using other contractors to construct the project.

____ c. I would not consider using this contractor to construct the new project.

6. Any additional comments (additional sheets may be added, if necessary):

Submit directly to US Army Engineering District Kansas City, Attn: CENWK-CT-M/Wellons via facsimile at (816) 426-5169 no later than the date proposals are due.

PERFORMANCE SUMMARY SHEET (DESIGN)

SOLICITATION NUMBER DACA41-03-R-0002

Designer’s Name: _____

Project Name: _____

Project Location: _____

Name & Title of Person Completing this Summary _____

Name of Firm of Person Completing this Summary: _____

Signature of Person Completing this Summary: _____

Date: _____ Phone Number: _____

1. Overall Rating of this Designer:

___ Exceptional

___ Above Average

___ Average

___ Marginal

___ Unacceptable

2. Cost Growth:

In your opinion, which of the following statement best describes your experience with cost growth on this project:

___ a. The designer did not contribute to any cost growth.

___ b. The designer contributed somewhat to the cost growth experienced on this project.

___ c. The designer contributed significantly to the cost growth experienced on this project.

Any additional cost growth comments:

PERFORMANCE SUMMARY SHEET Designers (Part 2)

SOLICITATION NUMBER DACA45-02-R-0024

3. Time Growth:

In your opinion, which of the following statement best describes your experience with time growth on this project:

- a. The designer did not contribute to any time growth.
- b. The designer contributed somewhat to the time growth experienced on this project.
- c. The designer contributed significantly to the time growth experienced on this project.

Any additional time growth comments:

4. Quality: Which of the following statements most accurately describe the quality of the work the designer provided on your project:

- a. The work provided by the designer was of high quality.
- b. The work provided by the designer was of fair quality.
- c. The work provided by the designer was of poor quality.

Any additional comments on quality:

5. The willingness of past customers to have a designer perform more work for them is an indication of overall satisfaction with the designer's performance. If you were to design/construct another project similar to the one recently completed, and you had the responsibility and total authority to select the designer for the new project, which of the following statements most accurately depicts the approach you would take?

- a. I would have this designer involved in the new project.
- b. I would consider this designer, but I would also explore the possibility of using other designers on this project.
- c. I would not consider using this designer on the new project.

6. Any additional comments (additional sheets may be added, if necessary):

NOTE: THIS WORKSHEET WILL CHANGE DUE TO NEW CRITERA AND WILL BE REISSUED WITH THE TECHNICAL DATA FOR PHASE 2

NET FLOOR AREA CALCULATION WORKSHEET
(Page 1 of 2)

PROPOSER _____ UNIT TYPE _____

Exterior Wall Thickness: _____ inches

Gross Square Footage: _____ SF (See Figures 4.1, 4.2 & 4.3 of Air Force Family Housing Guide)

NET AREA CALCULATIONS:

1. INTERIOR AREA (area within inside finishes of exterior walls):

Dimensions: _____ x _____ = _____ SF

_____ x _____ = _____ SF

_____ x _____ = _____ SF

TOTAL INTERIOR AREA SF = _____ SF

2. EXCLUDABLE AREA (if included in interior area above) (Dimensions to center line of enclosing interior partitions):

a. Utility Room:

Dimensions: _____ x _____ = _____ SF

b. Laundry Room (if not in utility room)

Dimensions: _____ x _____ = _____ SF

c. Washer and Dryer Space (if not already included in separate utility or laundry room. Allowable is 30 SF)

= _____ SF

d. Interior Bulk Storage Rooms: (do not include bedroom/bathroom closets and entry way closets)

Dimensions: _____ x _____ = _____ SF

_____ x _____ = _____ SF

_____ x _____ = _____ SF

NOTE: THIS WORKSHEET WILL CHANGE DUE TO NEW CRITERA AND WILL BE REISSUED WITH THE TECHNICAL DATA FOR PHASE 2

NET FLOOR AREA CALCULATION WORKSHEET
(Page 2 of 2)

PROPOSER _____ UNIT TYPE _____

e. Furnace/Air Cond/DHW/Ductwork/Stacks (if not included in other excludable areas):

Dimensions: _____ x _____ = _____ SF

f. Greenhouse (if used in a passive solar design):

Dimensions: _____ x _____ = _____ SF

g. Stairway (to basement if included):

Dimensions: _____ x _____ = _____ SF

h. Unfinished attic space and basements; porches, open or screened; terraces and patios; garages; and other solar appurtenances (only if included in interior area calculations):

Dimensions: _____ x _____ = _____ SF

_____ x _____ = _____ SF

_____ x _____ = _____ SF

i. Additional space needed for handicap adaptability (as appropriate and only if not included in other excludable areas):

Dimensions: _____ x _____ = _____ SF

j. TOTAL EXCLUDABLE SPACE = _____ SF

3. Net Area (subtract 2.j. from 1.):

TOTAL NET AREA = _____ SF

(basic = _____ SF, maximum = _____ SF)

KITCHEN CABINET SIZE CALCULATION WORKSHEET

Page 1 of 1

PROPOSER _____ UNIT TYPE _____

	Provided	Required
Wall Cabinet	_____ SF	_____ SF
Base Cabinet	_____ SF	_____ SF
Drawer Area	_____ SF	_____ SF
Counter Top*	_____ SF	_____ SF
Percentage of Required Area	_____ SF	_____ SF

* Excludes counter top area taken by sink and range.

CONSTRUCTION MATERIALS, PRODUCTS, EQUIPMENT AND SYSTEMS

For **each** listed item of construction materials, products, equipment and systems below provide the following information:

A. Manufacturer, Grade, Type, Thickness, Finishes, Warranty Period, Model Number and any other information that will describe the item being provided. Only applicable information shall be provided. A standard form is attached (may be edited as a Microsoft WORD file, location is on CD-ROM in folder "Guides", file name is "stdform.doc". Edit and print as many as needed for completion of TAB 7 c), Supporting Data) that may be edited as appropriate for each category and item listed below. Submit one form for each item listed. The Contractor may generate an equivalent form that utilizes the same format as this standard form.

B. Manufacturer's Data Cut-Sheet and Proposal Reference Location Number for each item listed.

Identify any item that is considered a Betterment (exceeds the requirements of the solicitation). This shall be noted in the information to be provided for each item and shall also be listed under Betterments item below.

Identify any item that is considered a Deviation to the requirements of the solicitation. This shall be noted in the information to be provided for each item and shall also be listed under Deviations item below.

CONSTRUCTION MATERIALS, PRODUCTS, EQUIPMENT, AND SYSTEMS

1. HOUSING UNIT EXTERIOR MATERIALS AND FINISHES

(Or items 1 through 9 as applicable)

EXTERIOR WALLS (Or appropriate category as applicable)

FRAMING (Or appropriate item as applicable)

Manufacturer - Source	
Product Name	
Model Number	
Size – Capacity	
Grade – Type - Classification	
Use – Location	
Warranty - Period	
Description	
Recycled Content	
Other Characteristics	
Betterment (Yes/No/NA – Explain)	
Deviation (Yes/No/NA – Explain)	

1. HOUSING UNIT EXTERIOR MATERIALS AND FINISHES

Exterior Walls

Foundation System
Waterproofing System
Foundation Drainage System
Framing
Insulation (All Types)
Sheathing
Air Infiltration Barrier
Vapor Retarder Membrane
Siding
Fascia / Trim
Soffit
Exterior Paints
Doors and Hardware
Windows / Screens
Garage Doors

Roof

Framing
Vapor Retarder Membrane
Ice & Water Barrier
Sheathing
Insulation
Shingles
Attic Ventilation
Gutters & Downspouts

2. HOUSING UNIT INTERIOR MATERIALS AND FINISHES

Walls, Floors & Finishes

Concrete Floors on Grade
Framing
Structural Floor Decking
Doors and Hardware (All Areas)*
Stairs & Railings
Floor Covering (All Rooms)*
Wall & Ceiling Finish (Paint) – All Rooms*
Trim (All Rooms)*

* - A schedule may be provided for these items along with other required data.

Bathroom

Water Closets
Sinks
Faucets
Bathtub and/or Shower Enclosure
Vanities, Cabinets & Hardware
Accessories

Kitchen

Cabinets and Hardware
Sinks
Faucets
Counter Tops

3. SITE EQUIPMENT AND MATERIALS

Playground Equipment
Landscaping
Driveways
Sidewalks
Patios
Patio Privacy Fencing
Water Distribution
Sanitary Sewer
Exterior Electrical Distribution
Gas Distribution

4. HOUSING UNIT MECHANICAL SYSTEMS

Water Heater
Plumbing (Piping)
Heating (Furnace)
Air-Conditioning
Exhaust Systems
Ductwork

5. HOUSING UNIT ELECTRICAL SYSTEMS

Distribution Panel
Electrical Wiring
Lighting Fixtures (Each Type)
Communication Systems (Telephone & Cable T.V.)

6. APPLIANCES

Refrigerator
Range
Range Hood
Dish Washer
Garbage Disposal
Ceiling Fans

7. BETTERMENTS

Provide a list of Betterments (materials, products, equipment, systems, etc) that exceed the basic requirements of the solicitation. This includes consideration of the items listed above and any other items furnished as part of the construction and delivery of the housing units.

8. DEVIATIONS

Provide a list of all other deviations, deemed necessary by the Offeror, to achieve cost limitations, meet statutory requirements, and/or are mandatory due to technical flaws in the solicitation (i.e. performance, structural integrity, safety, maintainability, applicable code requirements, etc) in order to deliver the

intended basic requirements of the solicitation. Each deviation shall include an explanation of why the Offeror believes the deviation is necessary. The Government believes the solicitation requirements are technically sound, comply with all statutory requirements, and are awardable within the specified cost limitation. Deviations that, in the Government's evaluation, negatively conflict with the solicitation requirements may be evaluated unfavorably or even result in rejection of the proposal as non-responsive.

9. RECOVERED MATERIALS

Provide a list of all proposed materials composed of recovered (recycled) materials

SECTION 01100

GENERAL

PART 1 GENERAL

1.1 INQUIRIES

Pursuant to SECTION 00100 paragraph titled "Instructions to Offerors--Competitive Acquisition", any inquiries regarding this Invitation, before bids are opened, should be addressed to the District Engineer, Kansas City District, Corps of Engineers, 700 Federal Building, Kansas City, Missouri 64106, ATTN: Mr. Richard Whitsell. Inquiries for which oral explanation or advice on the plans and specifications will suffice may be referred to Mr. Whitsell by calling Area Code 816-983-3465. Telephone calls concerning the mailing of plans and specifications should be made to Contracting Division at Area Code 816-983-3975. Collect telephone calls will not be accepted. (KCDO APR 84)

1.2 SUPERINTENDENCE OF SUBCONTRACTORS

(a) The Contractor shall be required to furnish the following:

(1) If more than 50% and less than 70% of the value of the contract work is subcontracted, one superintendent shall be provided at the site and on the Contractor's payroll to be responsible for coordinating, directing, inspecting and expediting the subcontract work.

(2) If 70% or more of the value of the work is subcontracted, the Contractor shall be required to furnish two such superintendents to be responsible for coordinating, directing, inspecting and expediting the subcontract work.

(b) If the Contracting Officer, at any time after 50% of the subcontracted work has been completed, finds that satisfactory progress is being made, he may waive all or part of the above requirement for additional superintendence subject to the right of the Contracting Officer to reinstate such requirement if at any time during the progress of the remaining work he finds that satisfactory progress is not being made.

1.3 IDENTIFICATION OF EMPLOYEES

The Contractor shall be responsible for furnishing to each employee and for requiring each employee engaged on the work to display identification as may be approved and directed by the Contracting Office. All prescribed identification shall immediately be delivered to the Contracting Officer, for cancellation upon the release of any employee. When required by the Contracting Officer the Contractor shall obtain and submit fingerprints of all persons employed or to be employed on the project.

1.4 WORK DELAYS

The Contractor may anticipate a work delay of up to 10 working days during the contract period due to Whiteman AFB operations. This time is included

in the overall contract completion time and will be included in the Contractor's proposal price. During this work delay, no site access to any of the work areas will be allowed. The Contracting Officer will provide 48 hours notice to the Contractor prior to the work delay.

1.5 EMERGENCY OUTAGES

The Contractor shall notify the Contracting Officer immediately when an emergency outage of a utility occurs due to Contractor cutting or damaging the utility. No outage shall exceed four (4) hours in duration. The Contractor shall bear the cost for all repairs. The following list of contacts shall also be informed when an outage occurs.

SECURITY SENSORS	509 SFS/SPOSS
	2154 CS/SCLGC
PHONE LINES COMMERCIAL	509 CS
SECURITY	509 CS/SCLGC
FIRE ALARMS	509 CES/DEF
POWER LINES COMMERCIAL	509 CS
SECURITY	509 SFS/SPOS
FIRE ALARMS	509 CES/DEF

1.6 APPLICATION OF WAGE RATES

The inclusion of the Davis-Bacon Act General Wage Decision or the Service Contract Act Wage Determination in the solicitation is a statutory requirement. It is not a representation by the U.S. Army Corps of Engineers that any specific work task can be performed by any specific trade. Which work tasks can be performed by what trades depends on and is determined by the prevailing area practice for the local area where the contract is being performed. It is the sole responsibility of the offeror to determine and comply with the prevailing area practice. Inquiries regarding a prevailing area practice should be directed to the Corps of Engineers, Contractor Industrial Relations Specialist (telephone number 816-983-3723) or to the Department of Labor Regional Wage and Hour Division.

Application of wage rates and fringe benefits: For the application of the wage rates and fringe benefits contained in the Decisions of the Secretary of Labor, attached to and a part of this contract, all work required within 5 feet outside building lines shall be considered Residential Construction.

All other construction not defined herein as Residential Construction shall be considered Heavy Construction.

1.7 PAYMENTS TO SUBCONTRACTORS

The Contractor's attention is directed to CONTRACT CLAUSE titled "Payment Under Fixed-Price Construction Contracts." In addition to the requirements set forth in the referenced paragraph, the Government will reimburse the Contractor, upon request, for amount of premiums paid by the subcontractors for performance and payment bonds (including coinsurance and reinsurance agreements, when applicable) after the Contractor furnishes evidence of full payment to the surety.

1.8 PAYMENTS TO CONTRACTOR (KCD MAY 90 - FORMERLY FAR 52.2/9101(a))

The following is an example of a Contractor's release of claims clauses required to comply with the provisions of paragraph (h) of the CONTRACT CLAUSE titled "Payments Under Fixed-Price Construction Contracts":

RELEASE OF CLAIMS

The undersigned Contractor under contract dated _____, 2000, between the United States of America and said Contractor for the _____ located at _____, in accordance with paragraph (h) of the CONTRACT CLAUSE titled "Payments Under Fixed-Price Construction Contracts" of said contract, hereby releases the United States, its officers, agents, and employees from any and all claims arising under or by virtue of said contract or any modification or change thereof except with respect to those claims, if any, listed below:

(Here itemize claims and amounts due.)

1.9 PROSPECTIVE CONTRACTOR RESPONSIBILITY

Each bidder shall furnish, within 3 calendar days after receipt of request therefor, data which will show the bidder's ability to perform the work or services required by this Invitation for Bids. Such data shall include as a minimum: Bank certification of financial capability, or a financial statement not over 60 days old, which will be treated as confidential (if over 60 days old, a certificate shall be attached thereto stating that the financial condition is substantially the same or, if not the same, the changes that have taken place); names of commercial and financial reporting agencies from whom credit reports may be obtained; trade creditors; name and address of bonding company; business and construction experience; past record of performance of Government contracts; and construction plant and equipment available for this job, with resume of work in progress or other data that will assure that the bidder is in a position to perform the work within the time specified.

In addition, if the bid exceeds \$1,000,000, the bidder shall furnish upon request, a certified statement listing:

(a) Each contract awarded to him within the preceding three-month period exceeding \$1,000,000 in value with brief description of the contract.

(b) Each contract awarded to him within the preceding three-year period not already physically completed and exceeding \$5,000,000 in value with brief description of the contract.

(c) If the prospective Contractor is a joint venture, each joint venture member will be required to submit the above defined certification. There shall also be furnished any other available information which will serve to substantiate the bidder's qualifications as a responsible prospective Contractor. (KCD APR 84)

1.10 PERFORMANCE OF WORK BY CONTRACTOR

Bidder's attention is directed to SPECIAL CLAUSE titled "Performance of Work by Contractor." The successful bidder will be required to furnish the Contracting Officer, a description of the work which he will perform with his own organization (e.g., earthwork, paving, etc.), the percentage of the total work this represents, and the estimated cost thereof. Such description of work to be performed by the Contractor's own organization shall be furnished to the Contracting Officer within 10 days after award of the contract.

1.11 LABORATORY AND TESTING FACILITIES

The Contractor shall provide and maintain all measuring and testing devices, laboratory equipment, instruments, transportation, and supplies necessary to accomplish the required testing. All measuring and testing devices shall be calibrated at established intervals against certified standards. The Contractor's measuring and testing equipment shall be made available for use by the Government for verification of their accuracy and condition as well as for any inspection or test desired pursuant to the CONTRACT CLAUSE titled "Inspection of Construction." The location of the laboratory shall be convenient to the site such that test results are available prior to proceeding with the next sequential phase of the work.
(KCD)

1.12 TIME EXTENSIONS FOR UNUSUALLY SEVERE WEATHER

(a) This provision specifies the procedure for determination of time extensions for unusually severe weather in accordance with the CONTRACT CLAUSE titled "Default: (Fixed Price Construction)." In order for the Contracting Officer to award a time extension under this clause, the following conditions must be satisfied:

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

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

(b) The following schedule of monthly anticipated adverse weather delays is based on National Oceanic and Atmospheric Administration (NOAA) or similar data for the project location and will constitute the base line for monthly weather time evaluations. The Contractor's progress schedule must reflect these anticipated adverse weather delays in all weather dependent activities for the duration of the project.

Note: After the original contract completion date has passed, adverse weather that causes delay for the completion of the project will be granted day-for-day without deducting anticipated adverse weather delay days.

MONTHLY ANTICIPATED ADVERSE WEATHER DELAY

WORK DAYS BASED ON (5) DAY WORK WEEK

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
(10)	(9)	(9)	(8)	(7)	(7)	(7)	(5)	(6)	(5)	(7)	(8)

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

* Monthly anticipated weather delays shall be adjusted proportionally if work is performed in a work week with greater than or less than a five-day work week. The following formula shall be used to adjust the monthly anticipated weather delays:

adjusted monthly anticipated weather delays = A multiplied by (B divided by C); where:

A = The monthly anticipated adverse weather delay for a particular month based on a five-day work week.

B = The actual average number of days worked per week during that particular month.

C = The number five (5).

eg., If the monthly anticipated adverse weather delay for January based on a five day work week is 10 days, but the Contractor actually worked an average of a six-day work week for that month, the monthly anticipated weather delay would be adjusted by applying the above formula as follows: 10 x (6/5) = 12 days

1.13 WORKING HOURS

Working hours for this project will be limited to Monday through Friday, 7:30 a.m. to 4:30 p.m., except as follows: Work will not be permitted on weekends and Federal holidays. In unusual circumstances, such as when utility turn-off is required for an extended period of time, authorization for weekend or holiday work may be requested from the Contracting Officer; these instances must be coordinated well in advance, in writing. Likewise, utility turn-off of short duration or work which will disrupt normal operations or traffic flow must be scheduled at least 3 working days in advance and may require schedule changes to ensure that safety is maintained.

1.14 REQUIRED INSURANCE SCHEDULE

In accordance with CONTRACT CLAUSE titled "Insurance - Work On A Government Installation," the Contractor shall procure and maintain during the entire period of his performance under this contract the following minimum insurance.

Type	Amount
------	--------

Workmen's Compensation State Statute	coverage complying with applicable
Employers' Liability	minimum amount of \$100,000.00
General Liability on Comprehensive Form of Policy	minimum limits of \$500,000 per occurrence for bodily injury which includes, but is not limited to, insurance for all work required herein
Comprehensive Automobile Liability	minimum limits of \$200,000 per person and \$500,000 per occurrence for bodily injury, and \$20,000 per occurrence for property damage

(End of clause)

1.15 INTERRUPTIONS TO UTILITY SERVICES

A schedule showing the approximate times of interruptions of utility services and roads shall be submitted approximately 30 days in advance of interrupting services to make connections. Where it is necessary to interrupt services to make connections and the period of interruption will last more than 2 hours, the connections shall be performed on Saturday or Sunday, unless otherwise approved by the Contracting Officer. Final arrangements shall be made with the Contracting Officer at least 72 hours in advance of the scheduled times of interruptions.

1.16 CONTRACTOR-FURNISHED EQUIPMENT DATA

At or before 30 days prior to final inspection and acceptance of the work, the Contractor shall submit the data mentioned in the following subclauses.

- (1) Equipment List. An itemized equipment list showing unit retail value and nameplate data including serial number, model number, size, manufacturer, etc., for all Contractor-furnished items of mechanical equipment, electrical equipment, and fire protection systems installed under this contract.
- (2) Guarantees. A list of all equipment items which are specified to be guaranteed accompanied by a copy of each specific guarantee therefor. For each specific guaranteed item, a name, address, and telephone number shall be shown on the list for subcontractor who installed equipment, equipment supplier or distributor and equipment manufacturer. The completion date of the guarantee period shall correspond to the applicable specification requirements for each guaranteed item.
- (3) Warranty Service Calls. The Contractor shall furnish to the Contracting Officer the names of local service representatives and/or Contractors that are available for warranty service calls and who will respond to a call within the time periods as follows: 4 hours for heating, air-conditioning, refrigeration, air supply and distribution, and critical electrical service systems and food service equipment, and 24 hours for all

other systems. The names, addresses, and telephone numbers for day, night, weekend, and holiday service responses shall be furnished to the Contracting Officer and also posted at a conspicuous location in each mechanical and electrical room or close to the unit.

1.17 DATE OF SAFETY AND HEALTH REQUIREMENTS MANUAL (EM 385-1-1)

(a) The date of the U.S. Army Corps of Engineers Safety and Health Requirements Manual in effect on the date of this solicitation is 3 September 1996. See Section 00700, Contract Clause titled "Accident Prevention."

(b) Section 06.I of EM 385-1-1 is deleted. Job hazard analysis for confined space entry procedures is still required, as per 01.A.09 of EM 385-1-1. OSHA Standards 29 CFR 1910.146 or 29 CFR 1926 shall apply.

(c) Before initiation of work at the job site, an accident prevention plan, written by the prime contractor for the specific work and hazards of the contract and implementing in detail the pertinent requirements of EM 385-1-1, will be reviewed and found acceptable by designated Government personnel.

1.18 COMPLIANCE WITH OCCUPATIONAL SAFETY AND HEALTH ACT (OSHA)

The Contractor shall comply with OSHA standards as well as the most current edition of the Corps of Engineers General Safety Requirements Manual (EM 385-1-1). The OSHA standards are subject to change and such changes may affect the Contractor in his performance under the contract. It is the Contractor's responsibility to know such changes and effective dates of changes.

1.19 CONSTRUCTION EQUIPMENT OWNERSHIP AND OPERATING EXPENSE SCHEDULE

Whenever a modification or equitable adjustment of contract price is required, the Contractor's cost proposal for equipment ownership and operating expenses shall be as set forth in SPECIAL CLAUSE titled "Equipment Ownership and Operating Expense Schedule." A copy of EP 1110-1-8 "Construction Equipment Ownership and Operating Expense Schedule" dated August 1995 can be ordered from the Government Printing Office (GPO) by calling Telephone No. 202-512-1800.

1.20 SHOP DRAWINGS

The Contractor's attention is directed to clause "Specifications and Drawings for Construction" of the Contract Clauses.

1.21 SUBMITTALS

(a) Submittal Procedures. See Division One SECTION: SUBMITTAL PROCEDURES.

(b) Shop Drawings shall be submitted in ample time to secure approval prior to the time the items covered thereby are to be delivered to the site. ENG Form 4025 shall be used for the transmittal of shop drawings. Unless otherwise specified, shop drawings shall be submitted not less than 30 days

before commencement of fabrication of fabricated items and not less than 15 days before delivery of standard stock manufactured items. Where materials are stock with the manufacturer, catalog data, including specifications and full descriptive matter, may be submitted as shop drawings. When catalog includes nonapplicable data, the applicable data shall be clearly designated and identified by item number, item name, and name of manufacturer. Shop drawings submitted (including initial and final submittals) shall be reproductions on high quality paper with clear and legible print. Drawings shall generally be bordered a minimum of one inch and trimmed to neat lines and unless otherwise specified, the minimum scale shall be 3/8-inch to the foot. Shop drawings quality will be subject to approval. Each shop drawing, including catalog data, shall be identified with a title block including the name of Contractor, contract number, name and location of project, and name of item of work or structure to which the shop drawing applies. Material fabricated or delivered to the site before approved shop drawings have been returned to the Contractor will be subject to rejection. NO CONSTRUCTION OR INSTALLATION SHALL BE DONE FOR ANY ITEM REQUIRING SHOP DRAWINGS, UNTIL ALL SHOP DRAWINGS FOR THAT ITEM HAVE BEEN APPROVED.

(c) As-Built Shop Drawings: Upon completion of the work under this contract, the Contractor shall furnish five complete sets of prints or one complete set of reproducibles of all shop drawings as finally approved. These drawings shall show all changes and revisions made up to the time the equipment is completed and accepted. The quality of the reproducibles and prints is subject to approval.

(d) As-Built Drawings: The Contractor shall maintain three separate sets of red-lined, full scale, as-built construction drawings marked up to fully indicate as-built conditions. These drawings shall be maintained in a current condition at all times until completion of the work, and shall be available for review by Government personnel at all times. All variations from the contract drawings, for whatever reason, including those occasioned by modifications, optional materials, and the required coordination between trades, shall be indicated. These variations shall be shown in the same general detail utilized in the contract drawings. In addition, the Contractor shall indicate on the As-Built Drawings, the brand-name, description, location, and quantity of any and all materials used which contain asbestos. The Contractor shall also be responsible for updating the Government-furnished CADD files to reflect the current as-built conditions throughout the duration of the project. The updated CADD design files shall be maintained in the Intergraph Microstation format consistent with the graphic standards established in the CADD contract drawings provided by the Government. The Contractor will be provided a copy of the Tri-Service CADD standards to facilitate his efforts in the maintenance of design files. The updated CADD files shall be reviewed by the Government on a monthly basis during the progress payment evaluation. The Contractor shall be prepared to demonstrate the status of the updated CADD files in his on-site office. The as-built utility drawings shall show locations and elevations of all underground new utilities and existing utilities encountered, including dimensions from permanent structures and/or survey locations. The submittal requirements for as-built utility drawings shall be shown as separate activities on the Contractor-prepared network analysis. Upon completion of the work, the marked-up drawings and the

updated CADD files shall be furnished to the Contracting Officer on CD. In multiphased construction where portions of a system are to be turned over to the user prior to completion of the project, the marked-up drawings for that portion shall be furnished to the Contracting Officer at that time. (MRD ltr 30 Oct 70 and KCD 8 Apr 91)

(e) CADD Files: The Government will provide to the Contractor, within 30 calendar days after Notice of Award, copies of the CADD computer files of the contract drawings for the production of as-built drawings. These files will be in Intergraph Microstation format. The Government provides no warranty, expressed or implied, of the CADD computer files. The Contractor shall assume all responsibility to verify the CADD drawing files. The Contractor will not utilize the CADD drawing computer files to resolve dimensional or other discrepancies. The Government will not guarantee the measurable accuracy of the CADD drawing computer files.

(f) Purchase Orders: Each purchase order issued by the Contractor or his subcontractors for materials and equipment to be incorporated into the project, shall be maintained on file at the Contractor's field office for inspection and review by Government representatives. Each purchase order shall (1) be clearly identified with applicable DA contract number, (2) carry an identifying number, (3) be in sufficient detail to identify the material being purchased, (4) indicate a definite delivery date, and (5) display the DMS priority rating. At the option of the Contractor, the copies of the purchase orders may or may not indicate the price of the articles purchased. (MRD Ltr 22 Oct 74)

(g) Color Boards:

1. The Contractor shall submit a minimum of three (3) complete sets of color boards within 120 calendar days of receipt of Notice to Proceed. Construction color boards shall be submitted in a 3-ring notebook binder with all materials securely mounted on rigid 8-1/2 by 11-inch presentation (mat) board, with a maximum spread of 25-1/2 by 33 inches for foldouts, clearly coded regarding location of materials in the facility.
2. An index shall be provided listing pertinent contract specifications and drawings for each sample and any proposed substitutions or variances shall be so designated. The Contractor shall also certify, in writing, that all submittal items technically comply with the project specifications.
3. Color boards shall reflect all actual finish textures, patterns, and colors required for this contract as specified on the Interior Room Finish Schedule, the Exterior Finish Schedule and Interior Finish Materials Legend located in the Contract Drawings, and the sample requirements of the submittal registers. All materials must be labeled with the manufacturer's name, pattern and color reference. Patterned material samples (i.e., carpet) must be of sufficient size to enable evaluation of the pattern. Samples shall be keyed or coded to match any key or code system in the Contract Drawings.
4. The Contractor shall express mail a minimum of three (3) copies of the color boards to the Contracting Officer. The Contracting Officer will forward one copy of the colorboards to CENWK-EC-D for review and

concurrence. Concurrence or comments will be provided not later than 45 calendar days after receipt of the submittal. This paragraph does not cover the quality of finishing materials. The quality, physical requirements, and method of installation shall be submitted with the appropriate shop drawings. The Contractor shall not submit any of the above requirements with the color boards. Specific locations where the various materials are required are shown on the drawings.

1.22 SPECIAL REFERENCES

(a) Shop Drawings. Bidder's attention is directed to SPECIAL CLAUSE titled "Shop Drawings." The basic requirements for Shop Drawings are set forth in the CONTRACT CLAUSES and SPECIAL CLAUSES.

(b) Approved Equal. Bidder's attention is directed to SPECIAL CLAUSE titled "Approved Equal."

(c) Payment to Subcontractors. Bidder's attention is directed to SPECIAL CLAUSE titled "Payments to Subcontractors."

1.23 DIFFERENCES IN DRAWINGS

In addition to the provisions of CONTRACT CLAUSE paragraph "Specifications and Drawings for Construction," the structural drawings shall govern in cases where they differ from the architectural drawings.

1.24 DAMAGE TO WORK (1966 MAR OCE)

The responsibility for damage to any part of the permanent work shall be as set forth in the CONTRACT CLAUSE titled "Permits and Responsibilities." However, if, in the judgment of the Contracting Officer, any part of the permanent work performed by the Contractor is damaged by flood or earthquake, which damage is not due to the failure of the Contractor to take reasonable precautions or to exercise sound engineering and construction practices in the conduct of the work, the Contractor will make the repairs as ordered by the Contracting Officer and full compensation for such repairs will be made at the applicable contract unit or lump sum prices as fixed and established in the contract. If, in the opinion of the Contracting Officer, there are no contract unit or lump sum prices applicable to any part of such work an equitable adjustment pursuant to CONTRACT CLAUSE titled, "Changes," of the contract, will be made as full compensation for the repairs of that part of the permanent work for which there are no applicable contract unit or lump sum prices. Except as herein provided, damage to all work (including temporary construction), utilities, materials, equipment and plant shall be repaired to the satisfaction of the Contracting Officer at the Contractor's expense, regardless of the cause of such damage.

1.25 WORK ADJACENT TO ROADS AND HIGHWAYS

Where the construction work is on or adjacent to, or involves hauling over public or private roads, streets, or highways, all herein referred to as "roads," the said roads shall, except as otherwise specified or directed, be kept open for traffic at all times during the construction period.

Further, the Contractor shall, during said construction, provide, erect and maintain warning signs, lanterns or torches or other safety devices and, when necessary, provide flagmen for protection of traffic to the satisfaction of the Contracting Officer and local authorities. The Contractor shall keep the right-of-way of the roads free of debris that might be caused to accumulate thereon by his operations, and upon completion of the work, shall clean up the said roads and repair any damage to the roads occasioned by his operations under this contract to the satisfaction of the Contracting Officer and local authorities having jurisdiction. The drainage from the roads shall not be obstructed by the construction work. The Contractor shall be responsible for obtaining and paying for all permits required for operation on all roads.

1.26 APPROVED EQUAL

The drawings and the TECHNICAL PROVISIONS of these specifications may, in some instances, refer to certain items of equipment, material, or article by trade name. References of this type shall not be construed as limiting competition, but shall be regarded as establishing a standard of quality. In this respect, the Contractor's attention is directed to CONTRACT CLAUSE titled "Material and Workmanship."

1.27 SCHEDULE OF WORK

The Contractor's attention is directed to CONTRACT CLAUSE titled "Schedule for Construction Contracts," wherein if, in the opinion of the Contracting Officer, the Contractor falls behind the approved schedule, the Contractor shall take steps necessary to improve its progress, including those that may be required by the Contracting Officer.

1.28 UPKEEP OF ROADWAY AREAS WITHIN A MILITARY INSTALLATION WHICH THE CONTRACTOR USES

In addition to the requirements in CONTRACT CLAUSE titled "Operations and Storage Areas," the Contractor shall comply with the following requirements: Where the construction work is on or adjacent to, or involves hauling over public roads, streets, or highways located on a military installation, all herein referred to as "roads," the said roads shall except as otherwise specified or directed, be kept open for traffic at all times during the construction period. The Contractor shall keep the roads including adjacent construction site free of debris including litter, waste construction material, mud etc., that might be caused to accumulate thereon by his operations, and upon completion of the work, shall clean up the said roads and construction site and repair any damage occasioned with his operations under this contract to the satisfaction of the Contracting Officer. The drainage from the roads shall not be obstructed by the construction work.

1.29 PROTECTION OF UTILITY LINES

(a) It shall be the Contractor's responsibility to protect all existing utility lines from damage during excavation for utilities systems. Any damage resulting to existing utility systems shall be repaired by the Contractor, to the satisfaction of the contracting officer, at no

additional cost to the Government.

(b) All requests for access and/or locations must be made through the Contracting Officer's Representative (COR) or Resident Engineer. The Director of Public Works will work directly with the Resident Engineer to provide timely information to the Contractor.

1.30 MODIFICATIONS PRIOR TO DATE SET FOR OPENING BIDS

The right is reserved, as the interest of the Government may require, to revise or amend the specifications or drawings or both prior to the date set for opening bids. Such revisions and amendments, if any, will be announced by an amendment or amendments to this Invitation for Bids. If the revisions and amendments are of a nature which requires material changes in quantities or prices bid or both, the date set for opening bids may be postponed by such number of days as in the opinion of the issuing officer will enable bidders to revise their bids. In such cases, the amendment will include an announcement of the new date for opening bids. (KCD APR 84)

1.31 SECURITY MEASURES FOR STORAGE OF EXPLOSIVES ONSITE

When explosives are stored on the project site the following security measures shall be followed which are in accordance with the requirements contained in the Corps of Engineers Manual, EM 385-1-1, dated April 1981, as amended, Part II of the Federal Safety and Health Regulations; Metal and Nonmetallic Mine Safety, Title 30, Code of Federal Regulations, and Commerce in Explosives, Title 26, Code of Federal Regulations.

(a) The explosive storage area shall be provided with perimeter fence, chain link or other approved type, not less than 6 feet in height plus extension arms with three strands of barbed wire. The storage area shall be provided with a gate which shall be secured with a chain and padlock. The gate shall be locked at all times except when explosives are being removed or placed in the area.

(b) Minimum distance between a storage magazine and the perimeter fence shall be 25 feet.

(c) The area outside the perimeter fence for a minimum distance of 10 feet and the area inside the perimeter fence shall be kept clear of vegetation and all combustible matter.

(d) The storage area shall be well lighted during the hours of darkness. (MRD Ltr, 16 May 73, HST - 11, 30, 31 23 Apr 75)

1.32 UNEXPECTED HAZARDOUS SUBSTANCES

In the event that suspected hazardous substances are revealed during construction activities, all such construction activities in the immediate area shall be immediately suspended. Hazardous substances for purposes of this specification only, shall be defined as CERCLA hazardous substances, infectious or radioactive wastes, asbestos or oil. The Contractor shall

leave the materials undisturbed and shall immediately report the find to the Contracting Officer's Representative (COR) so that proper authorities can be notified. The Contractor shall not resume construction activities in the vicinity of the suspected hazardous substances until written clearance is received from the COR. Identification and removal of any such materials will be conducted in accordance with all Federal, state and local environmental laws and regulations according to the CONTRACT CLAUSE titled "Differing Site Conditions."

1.33 UNEXPECTED DISCOVERY OF ASBESTOS ON CONSTRUCTION (RENOVATION AND DEMOLITION)

The buildings and areas to be renovated or demolished have been surveyed for the presence of asbestos-containing materials. This survey is not a warranty that asbestos-containing materials are either not present or limited to the amounts found in the survey. Should unexpected asbestos-containing material be encountered, the Contractor shall promptly, and before the conditions or the substance encountered is disturbed, give a written notice to the Contracting Officer of the suspected asbestos-containing material conditions encountered. As directed by the Contracting Officer, the Contractor shall remove and dispose of any and all asbestos-containing material as necessary to accomplish the required work which shall be performed in accordance with all pertinent local, state, and federal laws. An equitable adjustment will be made to the Contractor in accordance with the CONTRACT CLAUSE entitled "Changes", for the additional work directed by the Contracting Officer.

1.34 SURVEY MARKERS

Reference is made to CONTRACT CLAUSE titled "Permits and Responsibilities", Chapter 60 of the Missouri Revised Statutes 1969, and rules titled "Maintenance of the Original US Public Land Survey Corners" adopted by the Division of Geology and Land Survey, Missouri Department of Natural Resources. The Contractor shall be responsible for removing and relocating survey markers. Relocation shall be performed by a professional registered Land Surveyor.

1.35 DEMOLITION

Disposal of demolition waste shall be in accordance with all applicable Federal, State and local regulations, including "Chapter 260, RSMO" of the "Missouri Department of Natural Resources."

1.36 EXCAVATION NOTIFICATION

Prior to any excavation on either public or private properties, Missouri law requires that you notify all owners and operators of underground facilities in your dig site. Missouri One Call System (MOCS) can help you comply with the law; "Chapter 319, RSMO" of the "Missouri Department of Natural Resources," by calling this one toll-free number 1-800-344-7483.

1.37 ENCOUNTERING EXISTING UNDERGROUND UTILITIES

During any excavation activity, existing underground utilities encountered

shall be immediately reported to the Contracting Officer.

Within 48 hours of encountering underground utilities, the Contractor shall submit to Contracting Officer a marked-up copy of contract drawing that best represents the location, general description and approximate depth of the utilities below finished grade.

Also, the Contractor shall incorporate the above information in required marked-up full scale contract drawing indicating as-built conditions in accordance with all contract provisions pertaining to "As-Built Drawings."

1.38 DAILY WORK SCHEDULES

In order to closely coordinate work under this contract, the Contractor shall prepare for and attend a weekly coordination meeting with the Contracting Officer and Using Service at which time the Contractor shall submit for coordination and approval, his proposed daily work schedule for the next 2-week period. Required temporary utility services, time and duration of interruptions, road cuts, and repairs requiring traffic control, and protection of adjoining areas shall be included with the Contractor's proposed 2-week work schedule. Coordination action by the Contracting Officer relative to these schedules will be accomplished during these weekly meetings.

1.39 SITE FENCING AND MOWING

The Contractor shall provide orange snow fencing around the entire work site; all site storage areas are considered a part of the work site. When grass/weeds exceed six inches in height, all areas contained by orange snow fencing shall be mowed. Snow fencing on pavement shall be supported by weighted orange barrels.

1.40 CLEANLINESS OF PAVED SURFACES

When paved surfaces are jointly used by the Air Force and Contractor, the Contractor shall keep all paved surfaces, such as runways, taxiways, and hardstands, clean at all times and, specifically, free from small stones which might damage aircraft propellers or jet aircraft.

1.41 WORK ON WEEKENDS OR HOLIDAYS

If the Contractor intends to work on weekends or holidays that will require the use of the south gate, the Contractor shall notify the Security Police and the Resident Office by noon the Thursday prior to the weekend or 48 hours prior to a holiday.

1.42 UTILITY MARKING

The Contractor shall be required at the request of other contractors working in the area to flag the utilities being installed on this contract within 14 days of the request by the other contractor working in the area.

1.43 SPECIAL SAFETY REQUIREMENTS

The Contractor shall comply with Air Force and local fire regulations and NFPA 241-1986 "Safeguarding Building Construction and Demolition Operations." Fire extinguishers rated and approved by the National Fire Protection Association, of sufficient size, type, and quantity to cope with all known hazards, shall be provided by the Contractor at the construction site during the execution of this contract; the extinguishers shall be removed upon acceptance of the project.

1.44 BASE POLICY FOR THE OPERATION OF ALL HYDRANTS AND VALVES ON THE BASE WATER DISTRIBUTION SYSTEM

The following is the base policy for the operation of all hydrants and valves on the base water distribution system:

- a. The fire alarm communication center will be immediately notified at 4507 or 4508, of out-of-service hydrants, sprinkler system, stand pipes, etc. The alarm room will also be notified when hydrants are returned to service.
- b. Civil Engineering personnel are responsible for operation of all valves and are the only one to open or close these valves. In an emergency (water main break) a Contractor may close a valve and notify the Fire Department at 4507 or 4508 and Mains Maintenance at 6357 immediately.
- c. When fire hydrants are out-of-service the Fire Department will immediately place a metal placard 12 inches in diameter with waterproof white letters on a red background reading "OUT-OF-SERVICE". The placards will be placed in a way that identifies hydrants from approaching direction.
- d. When fire hydrants are placed back in service, the Fire Department will immediately remove placards.
- e. Every effort will be made to return hydrants to service as soon as possible. Hydrants awaiting parts will be assigned an emergency work order. When hydrants are shut down due to construction, call the Fire Department as listed above.
- f. The use of fire hydrants by other than fire protection personnel will be coordinated and approved by the Base Fire Chief. Such use will not render the hydrant inoperative for fire protection operations.

1.45 POLICY FOR STORAGE OF HAZARDOUS MATERIALS ON CONSTRUCTION SITES

The following is the policy for storage of hazardous materials on construction sites located at Whiteman AFB MO.

- a. Definition of hazardous materials is any substance which, by reason of being explosive, flammable, poisonous, corrosive, oxidizing, irritating, or otherwise harmful, and is likely to cause death injury.
- b. Hazardous material will not be stored in Government facilities, without special authorization from base. Contact point will be the Fire Department at extension 6080.

c. Each construction site shall have a hazardous material storage area. This area will be the only location that hazardous material shall be stored on a construction site. Exceptions must have prior written approval from the base. Contact point will be the Fire Department at extension 6080.

d. Number every trailer, building and shed with a number at least 6 inches by 4 inches; this number will correspond with the numbers listed below in item e.1.

e. The Contractor will provide an emergency folder that will be kept on-site and up-to-date at all times (on the injury board). This folder shall contain:

(1) Construction site map identifying every road, building, trailer, and shed on site by number, as well as hazardous material storage location.

(2) A copy of every MSDS (material safety data sheet) with amount and location of all hazardous material on site.

f. The Contractor will also provide a copy of each map and MSDS to the Base Fire Department, Building 34 (Dispatch Office) immediately upon delivery of all hazardous material to construction site.

1.46 MISSOURI SALES AND USE TAX

In accordance with FAR Clause 52.229, notice is given that the contract price excludes the Missouri sales tax and compensating (use) tax on all sales of tangible personal property and materials purchased by the Contractor or subcontractors for the construction of projects, including repairing or remodeling facilities, for the United States. In accordance with Section 144.062, RSMo., the Contracting Officer will issue and furnish to the Contractor an exemption certificate (example copy appears at the end of this section) for this project with the Notice to Proceed. The Contractor and the subcontractors will use the exemption certificate for this project in the purchase of supplies, materials and furnishings for incorporation in the project. The Contractor and the subcontractors shall furnish a copy of such certificate to all suppliers/materialmen from whom such purchases are made, and the suppliers shall execute invoices covering the same bearing the number of such certificate. (KCD OC)

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION (Not Applicable)

* * * * *

EXAMPLE

STATE OF MISSOURI

PROJECT EXEMPTION CERTIFICATE FOR EXEMPT ENTITY CONSTRUCTION

UNITED STATES OF AMERICA

NAME OF EXEMPT ENTITY _____

ADDRESS _____

CITY _____ STATE _____ ZIP _____

TAX IDENTIFICATION NUMBER (None required)

PROJECT IDENTIFICATION NUMBER _____

PLEASE PROVIDE THE PROJECT LOCATION AND A BRIEF DESCRIPTION BELOW:

CONTRACT DATE _____

CERTIFICATE EXPIRATION DATE _____

Contractors are required to provide a copy of this project exemption certificate to their vendors.

This project exemption certificate does not allow contractors to purchase machinery, equipment, or tools used in fulfilling this contract, tax exempt.

Suppliers accepting this project exemption certificate are required to render to the contractor invoices bearing the name of the exempt entity and the project identification number.

An exempt entity that fails to revise the expiration date on this certificate as necessary to complete any work required by the contract will be liable for any sales tax determined due as a result of an audit of the contractor.

The Contractor shall provide this project exemption to all subcontractors purchasing construction materials for this project.

SIGNATURE OF AUTHORIZED AGENT

EXHIBIT A

-- End of Section --

SECTION 01451

CONTRACTOR QUALITY CONTROL
04/97

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY FOR TESTING AND MATERIALS (ASTM)

ASTM D 3740	(1999b) Minimum Requirements for Agencies Engaged in the Testing and/or Inspection of Soil and Rock as Used in Engineering Design and Construction
ASTM E 329	(1998a) Agencies Engaged in the Testing and/or Inspection of Materials Used in Construction

1.2 PAYMENT

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

PART 2 PRODUCTS (Not Applicable)

PART 3 EXECUTION

3.1 GENERAL REQUIREMENTS

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

to the Contracting Officer, and shall be responsible for all construction and construction related activities at the site.

3.2 QUALITY CONTROL PLAN

The Contractor shall furnish for review by the Government, not later than 20 days after receipt of notice to proceed, the Contractor Quality Control (CQC) Plan proposed to implement the requirements of the Contract Clause titled "Inspection of Construction." The plan shall identify personnel, procedures, control, instructions, tests, records, and forms to be used. The Government will consider an interim plan for the first 30 days of operation. Construction will be permitted to begin only after acceptance of the CQC Plan or acceptance of an interim plan applicable to the particular feature of work to be started. Work outside of the features of work included in an accepted interim plan will not be permitted to begin until acceptance of a CQC Plan or another interim plan containing the additional features of work to be started.

3.2.1 Content of the CQC Plan

The CQC Plan shall include, as a minimum, the following to cover all construction operations, both onsite and offsite, including work by subcontractors, fabricators, suppliers, and purchasing agents:

- a. A description of the quality control organization, including a chart showing lines of authority and acknowledgment that the CQC staff shall implement the three phase control system for all aspects of the work specified. The staff shall include a CQC System Manager who shall report to the project superintendent.
- b. The name, qualifications (in resume format), duties, responsibilities, and authorities of each person assigned a CQC function.
- c. A copy of the letter to the CQC System Manager signed by an authorized official of the firm which describes the responsibilities and delegates sufficient authorities to adequately perform the functions of the CQC System Manager, including authority to stop work which is not in compliance with the contract. The CQC System Manager shall issue letters of direction to all other various quality control representatives outlining duties, authorities, and responsibilities. Copies of these letters shall also be furnished to the Government.
- d. Procedures for scheduling, reviewing, certifying, and managing submittals, including those of subcontractors, offsite fabricators, suppliers, and purchasing agents. These procedures shall be in accordance with Section 01330 SUBMITTAL PROCEDURES. Section 01330 SUBMITTAL PROCEDURES will be provided with each Task Order issued.
- e. Control, verification, and acceptance testing procedures for each specific test to include the test name, specification paragraph requiring test, feature of work to be tested, test frequency, and

person responsible for each test. (Laboratory facilities will be approved by the Contracting Officer.)

- f. Procedures for tracking preparatory, initial, and follow-up control phases and control, verification, and acceptance tests including documentation.
- g. Procedures for tracking construction deficiencies from identification through acceptable corrective action. These procedures shall establish verification that identified deficiencies have been corrected.
- h. Reporting procedures, including proposed reporting formats.
- i. A list of the definable features of work. A definable feature of work is a task which is separate and distinct from other tasks, has separate control requirements, and may be identified by different trades or disciplines, or it may be work by the same trade in a different environment. Although each section of the specifications may generally be considered as a definable feature of work, there are frequently more than one definable features under a particular section. This list will be agreed upon during the coordination meeting.

3.2.2 Acceptance of Plan

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

3.2.3 Notification of Changes

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

3.3 COORDINATION MEETING

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

system or procedures which may require corrective action by the Contractor.

3.4 QUALITY CONTROL ORGANIZATION

3.4.1 Personnel Requirements

The requirements for the CQC organization are a CQC System Manager and sufficient number of additional qualified personnel to ensure safety and contract compliance. The Safety and Health Manager shall receive direction and authority from the CQC System Manager and shall serve as a member of the CQC staff. Personnel identified in the technical provisions as requiring specialized skills to assure the required work is being performed properly will also be included as part of the CQC organization. The Contractor's CQC staff shall maintain a presence at the site at all times during progress of the work and have complete authority and responsibility to take any action necessary to ensure contract compliance. The CQC staff shall be subject to acceptance by the Contracting Officer. The Contractor shall provide adequate office space, filing systems and other resources as necessary to maintain an effective and fully functional CQC organization. Complete records of all letters, material submittals, show drawing submittals, schedules and all other project documentation shall be promptly furnished to the CQC organization by the Contractor. The CQC organization shall be responsible to maintain these documents and records at the site at all times, except as otherwise acceptable to the Contracting Officer.

3.4.2 CQC System Manager

The Contractor shall identify as CQC System Manager an individual within the onsite work organization who shall be responsible for overall management of CQC and have the authority to act in all CQC matters for the Contractor. The CQC System Manager shall be a graduate engineer, graduate architect, or a graduate of construction management, with a minimum of five years construction experience on construction similar to this contract. This CQC System Manager shall be on the site at all times during construction and shall be employed by the prime Contractor. The CQC System Manager shall be assigned no other duties. An alternate for the CQC System Manager shall be identified in the plan to serve in the event of the System Manager's absence. The requirements for the alternate shall be the same as for the designated CQC System Manager.

3.4.3 CQC Personnel

In addition to CQC personnel specified elsewhere in the contract, the Contractor shall provide as part of the CQC organization specialized personnel to assist the CQC System Manager for the following areas: electrical, mechanical, civil, structural, environmental, architectural, materials technician, submittals clerk, and occupied family housing coordinator. These individuals shall be directly employed by the prime Contractor and may not be employed by a supplier or sub-contractor on this project; be responsible to the CQC System Manager; be physically present at the construction site during work on their areas of responsibility; and have the necessary education and/or experience in accordance with the experience matrix listed herein. These individuals shall have no other duties other than quality control.

Experience Matrix

	Area	Qualifications
a.	Civil	Graduate Civil Engineer with 2 years experience in the type of work being performed on this project or technician with 5 yrs related experience
b.	Mechanical	Graduate Mechanical Engineer with 2 yrs experience or person with 5 yrs related experience
c.	Electrical	Graduate Electrical Engineer with 2 yrs related experience or person with 5 yrs related experience
d.	Structural	Graduate Structural Engineer with 2 yrs experience or person with 5 yrs related experience
e.	Architectural	Graduate Architect with 2 yrs experience or person with 5 yrs related experience
f.	Environmental	Graduate Environmental Engineer with 3 yrs experience
g.	Submittals	Submittal Clerk with 1 yr experience
h.	Occupied family housing	Person, customer relations type, coordinator experience
i.	Concrete, Pavements and Soils	Materials Technician with 2 yrs experience for the appropriate area

3.4.4 Additional Requirement

In addition to the above experience and education requirements the CQC System Manager shall have completed the course entitled "Construction Quality Management For Contractors". If the Contractor needs this training, it will be provided by Government personnel after award of a contract.

3.4.5 Organizational Changes

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

3.5 SUBMITTALS

Submittals, if needed, shall be made as specified in Section 01330 SUBMITTAL PROCEDURES. The CQC organization shall be responsible for certifying that all submittals are in compliance with the contract requirements.

3.6 CONTROL

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

3.6.1 Preparatory Phase

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

- a. A review of each paragraph of applicable specifications, reference codes, and standards. A copy of those sections of referenced codes and standards applicable to that portion of the work to be accomplished in the field shall be made available by the Contractor at the preparatory inspection. These copies shall be maintained in the field and available for use by Government personnel until final acceptance of the work.
- b. A review of the contract drawings.
- c. A check to assure that all materials and/or equipment have been tested, submitted, and approved.
- d. Review of provisions that have been made to provide required control inspection and testing.
- e. Examination of the work area to assure that all required preliminary work has been completed and is in compliance with the contract.
- f. A physical examination of required materials, equipment, and sample work to assure that they are on hand, conform to approved shop drawings or submitted data, and are properly stored.
- g. A review of the appropriate activity hazard analysis to assure safety requirements are met.

- h. Discussion of procedures for controlling quality of the work including repetitive deficiencies. Document construction tolerances and workmanship standards for that feature of work.
- i. A check to ensure that the portion of the plan for the work to be performed has been accepted by the Contracting Officer.
- j. Discussion of the initial control phase.
- k. The Government shall be notified at least 48 hours in advance of beginning the preparatory control phase. This phase shall include a meeting conducted by the CQC System Manager and attended by the superintendent, other CQC personnel (as applicable), and the foreman responsible for the definable feature. The results of the preparatory phase actions shall be documented by separate minutes prepared by the CQC System Manager and attached to the daily CQC report. The Contractor shall instruct applicable workers as to the acceptable level of workmanship required in order to meet contract specifications.

3.6.2 Initial Phase

This phase shall be accomplished at the beginning of a definable feature of work. The following shall be accomplished:

- a. A check of work to ensure that it is in full compliance with contract requirements. Review minutes of the preparatory meeting.
- b. Verify adequacy of controls to ensure full contract compliance. Verify required control inspection and testing.
- c. Establish level of workmanship and verify that it meets minimum acceptable workmanship standards. Compare with required sample panels as appropriate.
- d. Resolve all differences.
- e. Check safety to include compliance with and upgrading of the safety plan and activity hazard analysis. Review the activity analysis with each worker.
- f. The Government shall be notified at least 48 hours in advance of beginning the initial phase. Separate minutes of this phase shall be prepared by the CQC System Manager and attached to the daily CQC report. Exact location of initial phase shall be indicated for future reference and comparison with follow-up phases.
- g. The initial phase should be repeated for each new crew to work onsite, or any time acceptable specified quality standards are not being met.

3.6.3 Follow-up Phase

Daily checks shall be performed to assure control activities, including control testing, are providing continued compliance with contract requirements, until completion of the particular feature of work. The checks shall be made a matter of record in the CQC documentation. Final follow-up checks shall be conducted and all deficiencies corrected prior to the start of additional features of work which may be affected by the deficient work. The Contractor shall not build upon nor conceal non-conforming work.

3.6.4 Additional Preparatory and Initial Phases

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

3.6.5 Housing Quality Verification Checklist

The Contractor shall verify the quality of all work during the Preparatory, Initial and Follow-up Phase. Verification of quality on housing shall include a checklist. A Quality Verification Checklist shall be prepared and submitted for review as part of the CQC Plan. Quality control checks shall be performed for each definable feature of work.

At the end of this Specification Section is a sample Housing Quality Verification Checklist. It includes a sample list of definable features of work. It is not meant to represent the minimum nor maximum features of work that will be on the accepted list for this project. Included under each definable feature of work are sample listings of quality control checks. These inspection item checks are samples only and are not intended to be all inclusive. The CQC Plan shall include quality control inspection checks related to each definable feature of work. For each building and each unit, the Contractor shall provide a completed checklist which certifies that the work complies with the drawings and specifications. The completed checklist shall be submitted with the QC report.

3.7 TESTS

3.7.1 Testing Procedure

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

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

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

3.7.2 Testing Laboratories

3.7.2.1 Capability Check

The Government reserves the right to check laboratory equipment in the proposed laboratory for compliance with the standards set forth in the contract specifications and to check the laboratory technician's testing procedures and techniques. Laboratories utilized for testing soils, concrete, asphalt, and steel shall meet criteria detailed in ASTM D 3740 and ASTM E 329.

3.7.2.2 Capability Recheck

If the selected laboratory fails the capability check, the Contractor will be assessed a charge of \$3,500 to reimburse the Government for each succeeding recheck of the laboratory or the checking of a subsequently selected laboratory. Such costs will be deducted from the contract amount due the Contractor.

3.7.3 Onsite Laboratory

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

3.7.4 Furnishing or Transportation of Samples for Testing

Costs incidental to the transportation of samples or materials shall be borne by the Contractor. Samples of materials for test verification and acceptance testing by the Government shall be delivered to the Corps of Engineers Division Laboratory, f.o.b., at the following address:

For delivery by mail:

USACE Research and Development Center
ATTN: Joe Tom, CEERD-SC-E
3909 Halls Ferry Road
Vicksburg, MS 39180-6199

For other deliveries: Same as above.

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

3.8 COMPLETION INSPECTION

3.8.1 Punch-Out Inspection

Near the end of the work, or any increment of the work established by a time stated in the Special Clause, "Commencement, Prosecution, and Completion of Work", or by the specifications, the CQC Manager shall conduct an inspection of the work. A punch list of items which do not conform to the approved drawings and specifications shall be prepared and included in the CQC documentation, as required by paragraph DOCUMENTATION. The list of deficiencies shall include the estimated date by which the deficiencies will be corrected. The CQC System Manager or staff shall make a second inspection to ascertain that all deficiencies have been corrected.

Once this is accomplished, the Contractor shall notify the Government that the facility is ready for the Government Pre-Final inspection.

3.8.2 Pre-Final Inspection

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

3.8.3 Final Acceptance Inspection

The Contractor's Quality Control Inspection personnel, plus the superintendent or other primary management person, and the Contracting Officer's Representative shall be in attendance at the final acceptance inspection. Additional Government personnel including, but not limited to, those from Base/Post Civil Facility Engineer user groups, and major commands may also be in attendance. The final acceptance inspection will be formally scheduled by the Contracting Officer based upon results of the Pre-Final inspection. Notice shall be given to the Contracting Officer at least 14 days prior to the final acceptance inspection and shall include the Contractor's assurance that all specific items previously identified to

the Contractor as being unacceptable, along with all remaining work performed under the contract, will be complete and acceptable by the date scheduled for the final acceptance inspection. Failure of the Contractor to have all contract work acceptably complete for this inspection will be cause for the Contracting Officer to bill the Contractor for the Government's additional inspection cost in accordance with the contract clause titled "Inspection of Construction".

3.9 DOCUMENTATION

The Contractor shall maintain current records providing factual evidence that required quality control activities and/or tests have been performed. These records shall include the work of subcontractors and suppliers and shall be on an acceptable form that includes, as a minimum, the following information:

- a. Contractor/subcontractor and their area of responsibility.
- b. Operating plant/equipment with hours worked, idle, or down for repair.
- c. Work performed each day, giving location, description, and by whom. When Network Analysis (NAS) is used, identify each phase of work performed each day by NAS activity number.
- d. Test and/or control activities performed with results and references to specifications/drawings requirements. The control phase shall be identified (Preparatory, Initial, Follow-up). List of deficiencies noted, along with corrective action.
- e. Quantity of materials received at the site with statement as to acceptability, storage, and reference to specifications/drawings requirements.
- f. Submittals and deliverables reviewed, with contract reference, by whom, and action taken.
- g. Offsite surveillance activities, including actions taken.
- h. Job safety evaluations stating what was checked, results, and instructions or corrective actions.
- i. Instructions given/received and conflicts in plans and/or specifications.
- j. Contractor's verification statement.

These records shall indicate a description of trades working on the project; the number of personnel working; weather conditions encountered; and any delays encountered. These records shall cover both conforming and deficient features and shall include a statement that equipment and materials incorporated in the work and workmanship comply with the contract. The original and one copy of these records in report form shall be furnished to the Government daily within 24 hours after the date covered

by the report, except that reports need not be submitted for days on which no work is performed. As a minimum, one report shall be prepared and submitted for every 7 days of no work and on the last day of a no work period. All calendar days shall be accounted for throughout the life of the contract. The first report following a day of no work shall be for that day only. Reports shall be signed and dated by the CQC System Manager. The report from the CQC System Manager shall include copies of test reports and copies of reports prepared by all subordinate quality control personnel.

3.10 NOTIFICATION OF NONCOMPLIANCE

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

Housing Quality Verification Checklist

(Example of Definable Feature of Work):

Building Layout

(Examples of Quality Control Checks)

Check building setback requirements.

Verify building elevations.

Verify benchmark.

Strip Site

Check for protection of existing utilities, vegetation, and structures before operations begin.

Check segregation of topsoil from backfill.

Check requirements for erosion control.

Foundation Excavation

Check for contractor's location, identification and necessary protection of existing site utilities, vegetation, and existing structures before operations begin.

Digging permits.

Building setback.

Removal of unsatisfactory materials.

Check excavation, dewatering.

Erosion control.

Use of satisfactory materials for backfill.

Compliance with compaction requirements.

Required testing of backfill.

Condition of subgrade (compaction, moisture, finish).

Underslab Plumbing

Water Supply and Distribution

Check that piping materials comply with requirement for under slab location.

Check that there are no pipe joints below building slab.

Check size and depth of water line service.

Check sleeve requirements.

Check separation requirements of sewer and water line.

Test piping prior to follow-on work.

Sanitary Drainage

Check that piping materials comply with requirement for under slab location.

Check size of waste line.

Check slope.

Check separation requirements of sewer and water line.

Check for drainage pattern type fittings.

Check requirements for building sewer clean out.

Check type, size, location, and elevation of floor drains.

Test piping prior to follow-on work.

Radon Piping

Check for approved materials.

Check layout.

Check penetrations thru foundation.

Soil Treatment

Pesticide labels to bear evidence of registration under the Federal Insecticide, Fungicide, and Rodenticide Act (FIFRA)

Check handling, mixing, application requirements of pesticide.

Check disposal requirements of containers and residual pesticide.

Check the requirement for soil poisoning under and around building structures.

Check for approval of material to be used and watch specifically for required concentration.

Check application for coverage and quantity of material used.

Check EPA requirements.

Check MSDA sheets.

Slab-on-grade

Check capillary water barrier, gradation, depth, consolidation.

Is vapor barrier membrane of specified thickness?

Check vapor barrier edges for specified lap. Check requirement for sealing the edges.

Check that vapor barrier joints and penetrations are sealed with tape.

Check reinforcing steel required by plans and/or shop drawings.

Check reinforcing supports.

Check forms.

Check footing depth and width.

Clearance of steel from forms and subgrade, and support material.

Location and construction of contraction and expansion joints.

Concrete tests - slump, entrained air content, temperature, strength.

Concrete placement - vibration/consolidation.
Concrete finish.
Check form removal. Check patching.
Check protection and curing of concrete.
Check materials, dimensions, and installation of perimeter insulation.

Wall Framing & Ext. Sheathing

Lumber Grading

Species and grade for particular use comply with the specifications.
Check for grade stamp.
Defects in material do not exceed grading rules.

Lumber Seasoning and Storage

Check moisture content of wood.
Check for proper storage of materials.

Fasteners

Nailing complies with the AFPA Manual for Wood Frame Construction.

Protection Against Termites and Decay

Check for pressure preservative treated wood where wood is resting on concrete which is in contact with the ground.

Wood supports and nailers which support permanent structures and which are embedded in concrete in direct contact with earth or exposed to the weather, should be pressure preservative treated.

Check that treated lumber in contact with concrete that contacts the ground is treated to a retention level of 0.40. Check grade stamp.

Anchorage of Sills and Plates to Foundation

Foundation plates or sills shall be bolted to the foundation or foundation wall with not less than 1/2-inch nominal diameter steel bolts embedded at least 7 inches into concrete and spaced not more than 6 feet apart. Check plans and specifications for other requirements.

Check that there are a minimum of two bolts per piece with one bolt located within 12 inches of each end of each piece.

Check for a properly sized nut and washer tightened on each bolt to the plate.

Check special requirements for shear walls.

Check hold down anchors.

Wall and Partition Framing

Check stud spacing.

Double top plates for bearing walls and bearing partitions.

Horizontal blocking.

All openings are framed.

Solid blocking provided for hanging of fixtures, handrails, cabinets, baseboard and similar items.

Headers are sized properly.

Top plate corners overlap.

Top plate end joints offset as specified (or 48 inches by UBC).

Check for defects in studs beyond allowable.

Notches in exterior wall studs or bearing partition do not exceed 25

percent of its width.

Notches in nonbearing partition do not exceed 40 percent of its width.

Borings in any stud do not exceed 40 percent of the stud width.

Borings are not greater than 60 percent of the width of the stud in nonbearing partitions or in any wall where each bored stud is doubled, and no more than two such successive doubled studs are so bored.

The edge of bored holes are no closer than 1/2 inch to the edge of the stud and the hole is not located in the same section of stud as a cut or notch.

Check special requirements for shear walls.

Check hold down anchors.

Wood Framed Floor

Notches or holes in joists are not cut in the middle one-third of the joist span.

Notches in the outer sections of the span are no greater than one-sixth the joist depth.

Notches at joist end for ledger support are no greater than one-fourth the joist depth.

Holes in the outer joist sections are limited in diameter to one-third the joist depth and are cut with the edge of the hole no closer than 2 inches to the top or bottom edges.

Where bearing partitions are parallel to floor joists, double joist should be directly under the partition.

Where walls containing plumbing are parallel to floor joists, the joist underneath are doubled, spaced and blocked to permit the passage of pipes.

Joist hangers and nails are the correct size for supported member.

Joists on wood plates bear a minimum of 1 1/2 inches.

Joists on concrete bear a minimum of 3 inches.

Floor systems having joists framing from opposite sides over a bearing support are tied together by lapping a minimum of 3 inches.

Ends of floor joists are blocked full depth.

Exterior Wall Sheathing

Check for required diagonal bracing.

Check for sheathing against specification requirements for type of material, thickness, width, and length.

Nails and spacing as specified?

Proper orientation of sheathing.

End joints over framing members.

Check requirements for air infiltration barrier.

Roof Trusses & Sheathing

Roof Trusses

Check requirements for storage, handling, and installation in accordance with TPI HIB-91.

Check moisture content of wood.

Ensure trusses are not field altered.

Check shop drawings for bearing points of trusses. Trusses should not be nailed to interior partitions at non-load bearing locations.

Are provisions to allow the bottom chord to float at interior walls required? Check for truss clips.

Check shop drawings for tie straps and hangers.

Check shop drawings for bracing of top and bottom chords. Check bracing of

web members.

Roof Sheathing

Check sheathing for type, grade, and thickness required.
Check for required space at plywood joints.
Check sizes, length, and spacing of fasteners.
Check that long dimension of structural panels are perpendicular to rafters with panel continuous over two or more spans.
Check that joints are staggered.
Check requirement for panel clips.

Roof Shingles

Check for approved materials.
Shingles are labeled as UL approved.
Sheathing is smooth, firm, dry, and free from loose boards.
Pipe and other roof penetrations are properly flashed.
Flashing is installed or on hand to be installed concurrently with roofing.
Ensure compliance with roofing manufacturer's instructions regarding: underlayment, fasteners (type and location), drip edge, starter course, successive courses, hip and ridge shingles, flashing, valley construction.
Underlayment on top of metal drip edge at eaves.
Metal drip edge on top of underlayment at rake.

Install HVAC Ducts

Fabrication and Erection

Check that ductwork delivered to the site conforms with approved shop drawings.
Check sheet metal material type, thickness and shape.
Check flexible duct type and size.
Check workmanship of lock seams of sheet metal ducts.
Check gauge of dampers and splitters.
Check for framed openings or duct sleeves in wall penetrations where required.
Examine duct hangers for specified material, thickness, and spacing.
Check flexible connections where required.
Test ducts for air tightness prior to follow-on work as required.

Insulation

Check the type and thickness of insulation and requirements for vapor barrier.
Check the method of fastening insulation to exterior or interior of duct.
Check fasteners or adhesives.
Check sealing requirements of insulation vapor retarder.
Check for continuity of insulation through walls and floor, if required.
Check materials for fire-retardant requirements.

Electrical and Communication Rough-In

General Requirements

Notches in exterior wall studs or bearing partition do not exceed 25 percent of its width.
Notches in nonbearing partition do not exceed 40 percent of its width.
Borings in any stud do not exceed 40 percent of the stud width.

Borings are not greater than 60 percent of the width of the stud in nonbearing partitions or in any wall where each bored stud is doubled, and no more than two such successive doubled studs are so bored.

The edge of bored holes are no closer than 1/2 inch to the edge of the stud and the hole is not located in the same section of stud as a cut or notch.

Notches or holes in joists are not cut in the middle one-third of the joist span.

Notches in the outer sections of the span are no greater than one-sixth the joist depth.

Holes in the outer joist sections are limited in diameter to one-third the joist depth and are cut with the edge of the hole no closer than 2 inches to the top or bottom edges.

Bored holes in wood wall framing: Check requirements for minimum distance of wire to edge of wood member (1 1/2 inches). Check requirements if minimum distance cannot be maintained.

Notches in wood wall framing: Check requirements for protection of wires thru notches in wood members.

Where a service raceway enters from an underground distribution system, check that it is sealed. (NEC 230-8)

General Purpose Circuits

Check that outlet boxes comply with specifications for material.

Check duplex receptacles for location and spacing.

Check that hallways 10 feet have a receptacle.

Check offset requirements of boxes on opposite sides of fire rated partitions and walls. Check fire sealing requirements on fire rated partitions and walls.

Check requirements for clearance of non-insulated cover recessed light fixtures (3 inches from insulation, 1/2 inch to combustibles).

Check support requirements for ceiling boxes for mounting lighting fixtures.

Check mounting requirements of boxes in relation to finished surface of wall/ceiling.

Check height of receptacles, switches, and HVAC controls. Check special height requirements for accessibility in accordance with the Uniform Federal Accessibility Standards.

Check that boxes are not overcrowded with conductors.

Utility

Check requirements for hot water heater, heat pump, washer and dryer. Check conductors and circuits.

Check that at least one 20-amp branch circuit is provided to the laundry. (NEC 220-4c and 210-52f)

Kitchen Circuits

Check spacing of outlets.

Check requirement for 20-amp small appliance circuits.

Appliances

Check electric range conductor.

Check garbage disposal and dishwasher wiring.

Outlet location for garbage disposal shall permit disposal cord to be less than 36 inches (minimum length of cord is 18 inches).

Outlet location for dishwasher shall permit dishwasher cord to be less

than 4 feet (minimum length of cord is 3 feet).

Check that outlet locations for appliances are accessible.

Wiring

Check type of insulation and jacket, conductor material, conductor size and stranding in each circuit.

Sheathing to extend no less than 1/2 inch into box.

Check that wire is clamped to box if required.

Protective cable plates required where wires are within 1/2 inch of edge of stud.

Check that wire is stapled within 12 inches of cabinets, boxes, and fittings and secured at intervals not to exceed 4 feet.

Check that wire installed in attics are protected within 6 feet of the attic entrance.

Grounding Electrode System

Check requirements for size and type of grounding electrode conductor.

Check for approved clamp to water service.

Check for approved rod connection for contact with soil.

Check size, length, and material of ground rods or electrodes against contract drawings and specifications.

Check special requirements for grounding of equipment.

Check grounding resistance.

Meter Main

Check for approved materials.

Check meter height.

Panelboard

Check that circuits are labelled.

Check that breakers are make and model per panel labeling.

Check that unused openings are properly closed.

Check for required clearances in front of panel.

Check that maximum breaker height is does not exceed 6 ft. 6 inches.

Windows/Exterior Doors

Check for approved products.

Check that door hardware complies with specifications.

Verify manufacturer's installation requirements. Fasteners, sealant, and shims as required.

Check that exterior door jambs are rabbeted from a solid board to provide an integral stop.

Check door clearance, top, sides, and bottom.

Check operation of doors and windows.

Check for approved garage door and hardware. Check operation of garage door and hardware.

Check for accessible doors where required. Doors to comply with the Uniform Federal Accessibility Standards.

Check fire rating requirement of door from garage to unit.

Plumbing Rough-In

General Requirements

Notches in exterior wall studs or bearing partition do not exceed 25 percent of its width.

Notches in nonbearing partitions do not exceed 40 percent of its width.

Borings in any stud do not exceed 40 percent of the stud width.

Borings are not greater than 60 percent of the width of the stud in nonbearing partitions or in any wall where each bored stud is doubled, and no more than two such successive doubled studs are so bored.

The edge of bored holes are no closer than 1/2 inch to the edge of the stud and the hole is not located in the same section of stud as a cut or notch.

Notches or holes in joists are not cut in the middle one-third of the joist span.

Notches in the outer sections of the span are no greater than one-sixth the joist depth.

Holes in the outer joist sections are limited in diameter to one-third the joist depth and are cut with the edge of the hole no closer than 2 inches to the top or bottom edges.

Where plumbing, heating or other pipes are placed in or partly in a partition, necessitating the cutting of the soles or plates, a metal tie not less than 0.058 inches (16 galvanized gage) and 1 1/2 inches wide shall be fastened to each plate across and to each side of the opening with not less than six 16d nails.

Check for fire sealing thru fire rated walls and partitions.

Check supports for tub enclosure.

Check piping and fixture supports.

Test piping prior to follow-on work.

Water Supply and Distribution

Check that piping materials comply with requirements.

In multi-unit buildings, check that separate water shut off is provided for each unit. These valves shall be accessible in the unit that they control.

Check that valves are oriented with stems in horizontal position or above.

Check flow orientation of globe valves.

Check for drain fitting at service entrance if required.

Check required locations for water hammer arrestors and air chambers.

Check for access to water hammer arrestors.

Check for required air gaps and vacuum breakers.

Check pipe joints.

Check pipe sizes.

Sanitary Drainage

Check that piping materials comply with requirements.

Check for required cleanouts and traps.

Check pipe joints.

Check pipe and trap sizes.

Check slope.

Vents

Check that piping materials comply with requirements.

Check pipe sizes, joints, and slope.

Check that vents rise vertically to a point not less than six (6) inches above the flood level rim of the fixture served before offsetting horizontally.

Check that the plumbing fixture's maximum trap arm length will not be exceeded.

Check minimum size of vent thru roof.
Check height of vent above roof.
Check location of vent thru roof in relation to windows and vertical surfaces.

Traps and Trap Arms

Check pipe size, joints, slope, and trap size.
Ensure that the vent opening is at or above the level of the weir of the trap it serves.
Check that the plumbing fixture's maximum trap arm length will not be exceeded.

Ceiling & Wall Insulation

Check that material has been submitted and approved.
Check that other trades that might damage the insulation or vapor retarder are finished prior to installation of the insulation materials.
Check for proper placement of vapor retarder.
Lap and seal edges and ends of vapor retarder.
Check loose fill insulation for required thickness.
Where interior partitions abut exterior walls, check that insulation and vapor retarder is provided at intersection.

Hang Drywall on Wood Framing

Delivery and Storage

Check that materials meet the specification and are in good condition.
Gypsum wallboard should be stored flat, off the floor and supported to prevent sagging. Protect from moisture and damage.
Framing members and wall assembly are to be protected from moisture. Check environmental pre-conditioning and installation requirements.

Ceiling Framing

Check alignment of members.
Check for required backing. All edges of gypsum wallboard are to be supported.
Where truss uplift is a concern, check for backing/fasteners for floating corners at non-bearing interior walls and ceiling. Provide truss clips on bottom chord of truss where required to allow for movement.
At ceiling joists where wiring passes through borings in wood members less than 1 1/2 inches from the edge of the member, it shall be protected by a steel plate at least 1/16 inch thick. Holes are not allowed through truss members.

Wall Framing

Where plumbing, heating or other pipes are placed in or partly in a partition, necessitating the cutting of the soles or plates, a metal tie not less than 0.058 inches (16 galvanized gage) and 1 1/2 inches wide shall be fastened to each plate across and to each side of the opening with not less than six 16d nails.

Where wiring passes through borings in wood members less than 1 1/2 inches from the edge of the member, it shall be protected by a steel plate at least 1/16 inch thick.

Check alignment of framing. Check that walls are straight and true.

Check stud spacing and required blocking.

Check for twisted studs, protruding blocking, soil pipes, and other items

that would create an uneven surface.

Check that moisture content of wood members does not exceed 15% at time of gypsum wallboard application.

Check for drywall stops or corner blocking for fastening at interior corners.

Ceiling Installation

Check for vapor barrier if required.

Where moisture resistant gypsum wallboard is required, omit vapor barrier.

Verify that material being used complies with specifications and requirements of fire or sound rating.

Check for high strength gypsum wallboard if required.

Make sure proper perpendicular or parallel application of board is used, and the end joints are staggered.

Check fasteners and spacing. Check adhesive if required.

Check for proper application of floating interior corners.

Where truss uplift is a concern, check for proper attachment of gypsum wallboard to bottom chord of truss. Allow for floating interior corners.

Wall Installation

Check for vapor barrier if required.

Where moisture resistant gypsum wallboard is required, omit vapor barrier.

Apply approved mastic to all cut or exposed panel edges at utility holes, joints, and intersections of moisture resistant gypsum wallboard.

Verify that material being used complies with specifications and requirements of fire or sound rating.

Make sure proper perpendicular or parallel application of board is used, and the end joints are staggered.

Check fasteners and spacing. Check adhesive if required.

Check that fasteners are at least 1/2 inch from edges and ends.

Ensure that fasteners are applied starting from the center of board and working to ends and edges.

Check for proper application of floating interior corners.

Finish Drywall

Check that materials meet the specification (taping and embedding compound, joint tape, finishing compound, drywall corner bead, control joints).

Check that corner beads are one piece.

Check that surfaces to receive joint compound are free of dirt, oil and other materials that would effect bond.

Check that joint tape is placed over sufficient joint compound to ensure bond.

Check that at least two coats of finishing compound are applied after taping and embedding compound.

Install Heat Pump & HW Heater

Check for approved equipment.

Check BTU ratings, capacity, recovery, etc.

Check for required locations of dielectric connections.

Check condensate requirements for size, trap, and air gap.

Check for required disconnect switch.

Paint Interior Walls

Test reports of submitted paints comply with specifications.

Check requirements for storage of paint.

Check for protection of unpainted adjacent surfaces.

Worker protection controls are in place.

Check surfaces prior to painting. Need to be clean and free of foreign matter.

Exposed ferrous metals are spot primed.

Check that new gypsum wallboard is primed.

Ensure gypsum wallboard compound has cured as required.

Check ambient temperature.

Check preparation of previously painted surfaces.

Check that required number of coats and thickness is obtained.

Ensure uniform coverage.

Install and Paint Interior Doors and Trim

Check for approved products.

check storage of products. Protect from extremes of temperature and humidity.

Wood door edges to be sealed prior to shipment.

Check that exterior door jambs are rabbeted from a solid board to provide an integral stop.

Check for required wedge blocking between frame and rough opening.

Installation to comply with manufacturer's instructions and specifications.

Check door clearance, top, sides, and bottom.

Check that finishes are applied in accordance with the specifications.

Check that internal parts of electrical equipment are free from paint, plaster, or other materials. (NEC 110-12c)

Cabinets & Trim

Check storage of cabinets.

If required, check for KCMA Certification Seal.

Check construction details of cabinets.

Check finish of cabinets.

Check alignment for level and plumb installation.

Anchors and fasteners installed at required intervals and locations.

Check counter laminate thickness. Check counter substrate thickness and material.

Countertops attached at required locations.

Install Plumbing Fixtures, HVAC Devices, Electrical Fixtures and Devices

Plumbing Fixtures

Check for approved fixtures.

Check condition of fixtures.

Installation in accordance with specifications and installation instructions.

Traps and Trap Arms

Check pipe size, joints, slope, and trap size.

Electrical Devices and Fixtures

Check receptacles for compliance with the specifications.

Check alignment of receptacles.

Check for GFCI where required.
Check for approved fixtures.
Test fixtures.

Diffusers, Registers and Grills
Check for approved materials.
Check for proper operation of registers and diffusers.

HVAC Balancing and Testing
Perform air balancing and sound tests of HVAC system.
Perform test of heat pump system.

Smoke Detectors
Check for approved devices.
Test operation of devices.

Resilient Floor and Carpet

Concrete Floor
Check that concrete is smooth and level. Check that defects are repaired.
Check for leveling compound where needed.
Perform dryness test if required.

Framed Floor
Check for approved underlayment. Check material, grade, and thickness.
Check for approved fasteners and spacing.
Check that underlayment joints are offset from parallel subflooring joints.
Check that surfaces, including joints and fastener locations, are smooth for finish flooring.

Resilient Flooring and Base
Check storage area for required temperature and low humidity.
Check that resilient flooring, edge strips, and adhesive is approved.
Check thickness and width of flooring material.
Ensure required temperature is maintained prior to and after installation of flooring materials.
Ensure that newly installed flooring is cleaned in accordance with the specifications.
Provide protection of flooring from damage.

Carpet and Base
Check for approved materials.
Ensure required temperature is maintained prior to and after installation of flooring materials.
Check thickness of carpet and carpet cushion.
Check installation in accordance with manufacturer's instructions and CRI 104.
Check orientation of seams.
Ensure that newly installed carpet is cleaned in accordance with the specifications.
Provide protection of carpet from damage.

Siding & Soffit
Check for approved siding and accessories.

Check storage of siding.
Installation of accessories, starter strip, corners, trim.
Check siding thickness.
Verify flashing.
Approved fasteners.
Check for approved sealant.
Siding installed in accordance with approved erection instructions and drawings.

Gutters & Downspouts

Check materials against specification requirements for type of material, thickness, finish, size.
Check slope of gutters to provide drainage to outlets.
Check brackets and spacers for size, type, location, and spacing.

Paving & Sidewalks

Removal of unsatisfactory materials.
Check excavation, dewatering.
Erosion control.
Use of satisfactory materials for backfill.
Compliance with compaction requirements.
Required testing of backfill.
Condition of subgrade (compaction, moisture, finish).

Compaction of aggregate base.
Forms.
Check reinforcing steel required by plans and/or shop drawings.
Check footing thickness and width.
Check thickness of sidewalks, porches and patios.
Concrete mix - strength.
Clearance of steel from forms and subgrade, and support material.
Location and construction of contraction and expansion joints.
Concrete placement - slump, vibration, and finish.
Concrete finish.
Concrete curing.
Location and care of imbedded items.

Exterior Paint

Test reports of submitted paints comply with specifications.
Check requirements for storage of paint.
Check surfaces prior to painting. Need to be clean and free of foreign matter.
Exposed ferrous metals are spot primed.
Check that required number of coats and thickness is obtained.
Ensure uniform coverage.
Wood surfaces are prepared and finished in accordance with the specifications.

-- End of Section --