

DEPARTMENT OF THE NAVY  
NAVAL FACILITIES ENGINEERING COMMAND, MID-ATLANTIC  
MARINE CORPS AIR STATION, CHERRY POINT, NORTH CAROLINA

REPLACE "B" SECTIONALIZING STATION  
AT THE  
MARINE CORPS AIR STATION  
CHERRY POINT, NORTH CAROLINA

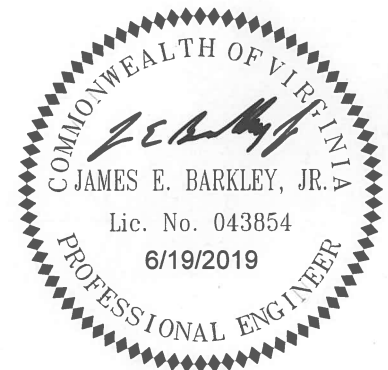
PROJECT: 6884855  
WO #6884855

DESIGNED BY:

PACE COLLABORATIVE, P.C.  
VIRGINIA BEACH, VIRGINIA

SPECIFICATION PREPARED BY:

NICHOLAS A. HALL, PE  
KEYEN MEARS



SPECIFICATION APPROVED BY:

Design Director:   
PATRICK FAULKNER, PE.

Date: 6/20/19

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LIST OF DRAWINGS  
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PART 1 GENERAL

1.1 SUMMARY

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

1.2 CONTRACT DRAWINGS

Contract drawings are as follows:

DRAWING NO.	NAVFAC DWG NO.	TITLE
G-001	12782925	TITLE SHEET
E-001	12782926	LEGEND AND ABBREVIATIONS
ES101	12782927	SITE PLAN
ED101	12782928	SECTIONALIZING STATION B - DEMOLITION PLAN
ED201	12782929	SECTIONALIZING STATION B DEMOLITION - FRONT ELEVATION
E-101	12782930	SECTIONALIZING STATION B - NEW WORK
E-201	12782931	SECTIONALIZING STATION B NEW WORK - FRONT ELEVATION
E-601	12782932	SECTIONALIZING STATION B - DEMOLITION SINGLE LINE DIAGRAM
E-602	12782933	SECTIONALIZING STATION B - NEW WORK SINGLE LINE DIAGRAM
E-603	12782934	MCAS CHERRY POINT 12KV SYSTEM SINGLE LINE DIAGRAM

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DRAWING NO.	NAVFAC DWG NO.	TITLE
E-604	12782935	CIRCUIT BREAKER CONNECTION AND CONTROL DIAGRAMS
E-605	12782936	CIRCUIT BREAKER CONNECTION AND CONTROL DIAGRAMS
E-606	12782937	NEW STATION BUSS DIFFERENTIAL & COMM PROCESSOR DIAGRAMS
E-607	12782938	CONNECTION DIAGRAMS AND STRUCTURAL DETAILS
E-608	12782939	PHOTOS
E-609	12782940	PHOTOS

-- End of Document --

SECTION 01 11 00

SUMMARY OF WORK  
08/15

PART 1 GENERAL

1.1 WORK COVERED BY CONTRACT DOCUMENTS

1.1.1 Project Description

The work includes replacing existing sectionalizing station "B" with a new station with upgraded capacity and structure and incidental related work.

1.1.2 Location

The work is located at sectionalizing station "B", corner of A Street and 6th Avenue, MCAS Cherry Point, approximately as indicated. The exact location will be shown by the Contracting Officer.

1.2 OCCUPANCY OF PREMISES

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

1.3 EXISTING WORK

In addition to "FAR 52.236-9, Protection of Existing Vegetation, Structures, Equipment, Utilities, and Improvements":

- a. Remove or alter existing work in such a manner as to prevent injury or damage to any portions of the existing work which remain.
- b. Repair or replace portions of existing work which have been altered during construction operations to match existing or adjoining work, as approved by the Contracting Officer. At the completion of operations, existing work must be in a condition equal to or better than that which existed before new work started.

1.4 LOCATION OF UNDERGROUND UTILITIES

It shall be the responsibility of the contractor to locate all existing underground utilities that are within the limits of work, prior to any excavation activities. These include but are not limited to the following buried utilities: water lines, sanitary and storm sewers, steam condensate, fuel lines, gas lines, electrical ducts and direct buried conductors, commercial telephone, Base telephone, commercial cable TV, Base instructional cable TV, EMCS, and fire alarm. The contractor shall employ the services of a qualified Utility locating company to locate, identify, and mark all underground utilities. The entire construction limits shall be thoroughly scanned and researched to determine existing utility locations. Any existing utilities that are indicated on the project drawings shall be considered for reference use by the locating company and shall be verified. All underground utilities shall be clearly marked with flags, paint or stakes prior to any digging operation except that required to determine exact utility location and depth. CAUTION shall be used when trenching or excavating around or near buried

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utilities. The contractor shall be responsible for the timely repair and/or replacement of direct and collateral damage on any and all underground utilities that are severed, crushed, broken, displaced or otherwise disturbed by the construction operation. The Government shall not incur any additional cost for such repair or replacement. The contractor shall notify the FEAD a minimum of three working days prior to utility location. Do not continue with excavation or installation of new work without resolving elevation discrepancies and conflicts.

1.4.1 Notification Prior to Excavation

Notify the Contracting Officer at least 15 days prior to starting excavation work.

PART 2 PRODUCTS

Not used.

PART 3 EXECUTION

Not used.

-- End of Section --

SECTION 01 14 00

WORK RESTRICTIONS

11/11

PART 1 GENERAL

1.1 SUBMITTALS

Government approval is required for all submittals. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

List of Contact Personnel

1.2 SPECIAL SCHEDULING REQUIREMENTS

- a. Have materials, equipment, and personnel required to perform the work at the site prior to the commencement of the work.
- b. Permission to interrupt any Activity roads, railroads, or utility service must be requested in writing a minimum of 15calendar days prior to the desired date of interruption.

1.3 CONTRACTOR ACCESS AND USE OF PREMISES

DBIDS has gone live at MCAS Cherry Point. In order to reduce wait time when exchanging your RapidGate credential, it is highly recommended each applicant pre-register at <https://dbids-global.dmdc.mil/enroll#!/>

Non-DoD cardholding visitors to Marine Corps Installations with a driver's license or ID issued by a state that is not compliant with the Real ID Act of 2005 will now need to provide an alternate form of acceptable identification to gain entry, or be escorted by an authorized patron of the air station.

North Carolina now issues REAL ID compliant drivers licenses, but many drivers have yet to be issued the new license. Drivers may get a North Carolina REAL ID driver's license at any NCDMV driver's license office.

The Act established minimum security standards for license issuance and production and prohibits Federal agencies from accepting driver's licenses and identification cards from states not meeting the Act's minimum standards.

In absence of a compliant state issued driver's license or ID, one of the following federally approved forms of identification must also be provided in addition to the non-compliant driver's license or ID:

1. U.S. Passport
2. U.S. Passport Card
3. U.S. Coast Guard Merchant Mariner Card
4. Personal Identity Verification (PIV) Card
5. Personal Identity Verification - Interoperable (PIV-I)
6. U.S. State Department Driver's License
7. Veteran's Health Identification Card (Issued by the U.S. Department of

Veterans Affairs)

8. U.S. Permanent Resident Card (Form I-551)

9. U.S. Certificate of Naturalization or Certificate of Citizenship (Form N-550)

10. Department of Homeland Security Employment Authorization Document (Form I-766)

### 1.3.1 Activity Regulations

Ensure that Contractor personnel employed on the Activity become familiar with and obey Activity regulations including safety, fire, traffic and security regulations. Keep within the limits of the work and avenues of ingress and egress. Wear hard hats in designated areas. Do not enter any restricted areas unless required to do so and until cleared for such entry. Mark Contractor equipment for identification.

#### 1.3.1.1 Subcontractors and Personnel Contacts

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

#### 1.3.1.2 Installation Access

Obtain access to Navy and Marine Corps installations through participation in the Defense Biometrics Identification System (DBIDS). Requirements for Contractor employee registration, and transition for employees currently under Navy Commercial Access Control System (NCACS), are available at <https://www.cnic.navy.mil/om/dbids.html>. No fees are associated with obtaining a DBIDS credential.

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

##### 1.3.1.2.1 Registration for DBIDS

Registration for DBIDS is available at <https://www.cnic.navy.mil/om/dbids.html>. Procedure includes:

- a. Present a letter or official award document (i.e. DD Form 1155 or SF 1442) from the Contracting Officer, that provides the purpose for access, to the base Visitor Control Center representative.
- b. Present valid identification, such as a passport or Real ID Act-compliant state driver's license.
- c. Provide completed SECNAV FORM 5512/1 to the base Visitor Control Center representative to obtain a background check. This form is available for download at <https://www.cnic.navy.mil/om/dbids.html>.
- d. Upon successful completion of the background check, the Government will complete the DBIDS enrollment process, which includes Contractor employee photo, finger prints, base restriction and several other assessments.
- e. Upon successful completion of the enrollment process, the Contractor employee will be issued a DBIDS credential, and will be allowed to



proceed to worksite.

#### 1.3.1.2.2 DBIDS Eligibility Requirements

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

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

#### 1.3.1.2.3 DBIDS Notification Requirements

- a. Immediately report instances of lost or stolen badges to the Contracting Officer.
- b. Immediately collect DBIDS credentials and notify the Contracting Officer in writing under the following circumstances:
  - (1) An employee has departed the company without having properly returned or surrendered their DBIDS credentials.
  - (2) There is a reasonable basis to conclude that an employee, or former employee, might pose a risk, compromise, or threat to the safety or security of the Installation or anyone therein.

#### 1.3.1.2.4 One-Day Passes

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

#### 1.3.1.3 No Smoking Policy

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

#### 1.3.2 Working Hours

Regular working hours must consist of an 8 1/2 hour period, between 7:00 a.m. and 3:30 p.m., Monday through Friday, excluding Government holidays.

#### 1.3.3 Work Outside Regular Hours

Work outside regular working hours requires Contracting Officer approval. Make application 15calendar days prior to such work to allow arrangements to be made by the Government for inspecting the work in progress, giving the specific dates, hours, location, type of work to be performed,

contract number and project title. Based on the justification provided, the Contracting Officer may approve work outside regular hours. During periods of darkness, the different parts of the work must be lighted in a manner approved by the Contracting Officer. Make utility cutovers after normal working hours or on Saturdays, Sundays, and Government holidays unless directed otherwise.

#### 1.3.4 Utility Cutovers and Interruptions

- a. Make utility cutovers and interruptions after normal working hours or on Saturdays, Sundays, and Government holidays. Conform to procedures required in paragraph WORK OUTSIDE REGULAR HOURS.
- b. Ensure that new utility lines are complete, except for the connection, before interrupting existing service.
- c. Interruption to water, sanitary sewer, storm sewer, telephone service, electric service, air conditioning, heating, fire alarm, and compressed air are considered utility cutovers pursuant to the paragraph WORK OUTSIDE REGULAR HOURS.
- d. Operation of Station Utilities: The Contractor must not operate nor disturb the setting of control devices in the station utilities system, including water, sewer, electrical, and steam services. The Government will operate the control devices as required for normal conduct of the work. The Contractor must notify the Contracting Officer giving reasonable advance notice when such operation is required.

#### 1.4 SECURITY REQUIREMENTS

##### 1.4.1 Station Regulations

No employee or representative of the contractor will be admitted to the work site without an Identification Badge or is specifically authorized admittance to the work site by the FEAD, Facilities Engineering & Acquisition Division.

IMPORTANT NOTE: FEAD personnel (Construction Managers, Engineers/Architects, Engineering Technicians, Contract Specialists, or Contract Surveillance Representatives) will not receive, process, re-transmit or otherwise handle IN ANY WAY Personally Identifiable Information (PII) related to the badging process. Do NOT forward any of this information to the FEAD.

##### 1.4.2 Contractor Access to MCAS Cherry Point and Outlying Areas

1. Documentation requirements for granting access to MCAS Cherry Point for commercial and contract employers and employees. This document is an aid in meeting ASO 5560.6A requirements and is not a substitute for the order.
2. The Pass & Identification Office at Building 251 will issue credentials to authorized contractors. Sub-Contractors and suppliers must coordinate through the Prime-Contractor:
3. Criminal Activity. In accordance with ASO 5560.6A, the below list of criminal activities within an applicant's record are considered not in the best interest of the Marine Corps and will be grounds for automatic denial

of access aboard the Installation:

- a. Conviction of any felony offense.
- b. Conviction of any misdemeanor offense, which was the result of a plea bargain of a felony offense.
- c. Conviction of any offense involving a weapon.
- d. Conviction of any drug offense involving manufacturing or trafficking.
- e. More than one misdemeanor conviction of drug related offenses over the applicant's lifetime or one misdemeanor drug related offense within the last five years.
- f. Conviction of any assault charge.
- g. Conviction of any offense involving theft or larceny.
- h. Conviction of any offense of domestic violence.
- i. Conviction of any offense related to the abuse/neglect of a child.
- j. Conviction of any sexual in nature related offense or registration as a sex offender.
- k. Commission of any grievous criminal offense/misconduct while aboard any Federal installation, including blatant disregard for rules and regulations of the Installation, but excluding minor traffic offenses.
- l. Other than Honorable, Bad Conduct, and Dishonorable discharges from the U.S. Military.
- m. Those identified as undocumented citizens.
- n. Those on the National Terrorist Watch List.
- o. Any individual who attempts to hide or purposely fails to disclose all past criminal history during the vetting process.
- p. Any individual that the Provost Marshal's Office determines to present a risk to the security and safety of the Installation and whose access is deemed not in the best interest of the Marine Corps.
- q. Any individual who has been debarred from the Installation by the Installation Commander or is currently listed as debarred from any other Federal installation.
- r. Any individual with an outstanding warrant for their arrest or apprehension.
- s. Any individual with a pending criminal court case that, if convicted, would result in access denial in accordance with the criteria listed above.

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1.4.3 Staging Area

As indicated on the plans, the Contractor staging area will be (PM to coordinate). Amount of material on site shall be kept to a minimum and shall only be material that is pertinent to the work currently being performed. All stockpiling of equipment and materials shall be closely coordinated with the Government and shall not disrupt activities at the site.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

SECTION 01 20 00.00 20

PRICE AND PAYMENT PROCEDURES

11/11

PART 1 GENERAL

1.1 REFERENCES

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

U.S. ARMY CORPS OF ENGINEERS (USACE)

EP-1110-1-8 (2009) Construction Equipment Ownership  
and Operating Expense Schedule

1.2 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL  
PROCEDURES:

SD-01 Preconstruction Submittals

Schedule of Prices

1.3 SCHEDULE OF PRICES

1.3.1 Data Required

Within 15 calendar days of notice of award, prepare and deliver to the Contracting Officer a Schedule of Prices (construction contract) as directed by the Contracting Officer. Provide a detailed breakdown of the contract price, giving quantities for each of the various kinds of work, unit prices, and extended prices. Costs shall be summarized and totals provided for each construction category.

1.3.2 Schedule Instructions

Payments will not be made until the Schedule of Prices has been submitted to and accepted by the Contracting Officer. Identify the cost for site work, and include incidental work to the 5 ft line. Identify costs for the building(s), and include work out to the 5 ft line. Work out to the 5 ft line shall include construction encompassed within a theoretical line 5 ft from the face of exterior walls and shall include attendant construction, such as pad mounted HVAC cooling equipment, cooling towers, and transformers placed beyond the 5 ft line.

1.4 CONTRACT MODIFICATIONS

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

1.5 CONTRACTOR'S INVOICE AND CONTRACT PERFORMANCE STATEMENT

1.5.1 Content of Invoice

Requests for payment will be processed in accordance with the Contract Clause FAR 52.232-27, Prompt Payment Construction Contracts and FAR 52.232-5, Payments Under Fixed-Price Construction Contracts. The requests for payment shall include the documents listed below.

- a. The Contractor's invoice, on NAVFAC Form 7300/30 furnished by the Government, showing in summary form, the basis for arriving at the amount of the invoice. Form 7300/30 shall include certification by Contractor and Quality Control (QC) Manager.
- b. The Estimate for Voucher/Contract Performance Statement on NAVFAC Form 4330/54 furnished by the Government, showing in detail: the estimated cost, percentage of completion, and value of completed performance. Use NAVFAC Form 4330/54 on NAVFAC contracts when a Monthly Estimate for Voucher is required.
- c. Updated Project Schedule and reports required by the contract.
- d. Contractor Safety Self Evaluation Checklist.
- e. Other supporting documents as requested.
- f. Updated copy of submittal register.
- g. Invoices not completed in accordance with contract requirements will be returned to the Contractor for correction of the deficiencies.
- h. Contractor's Monthly Estimate for Voucher and Contractors Certification (NAVFAC Form 4330/54) with Subcontractor and supplier payment certification.
- i. Materials on Site.

1.5.2 Submission of Invoices

If DFARS Clause 5252.232-7006 is included in the contract, provide the documents listed in paragraph CONTENT OF INVOICE in their entirety as attachments in Wide Area Work Flow (WAWF) for each invoice submitted. The maximum size of each WAWF attachment is two megabytes, but there are no limits on the number of attachments. If a document cannot be attached in WAWF due to system or size restriction, provide it as instructed by the Contracting Officer.

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

1.5.3 Final Invoice

- a. A final invoice shall be accompanied by the certification required by DFARS 252.247.7023 TRANSPORTATION OF SUPPLIES BY SEA, and the Contractor's Final Release. If the Contractor is incorporated, the

Final Release shall contain the corporate seal. An officer of the corporation shall sign and the corporate secretary shall certify the Final Release.

- b. For final invoices being submitted via WAWF, the original Contractor's Final Release Form and required certification of Transportation of Supplies by Sea must be provided directly to the respective Contracting Officer prior to submission of the final invoice. Once receipt of the original Final Release Form and required certification of Transportation of Supplies by Sea has been confirmed by the Contracting Officer, the Contractor shall then submit final invoice and attach a copy of the Final Release Form and required certification of Transportation of Supplies by Sea in WAWF.
- c. Final invoices not accompanied by the Contractor's Final Release and required certification of Transportation of Supplies by Sea will be considered incomplete and will be returned to the Contractor.

#### 1.6 PAYMENTS TO THE CONTRACTOR

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

##### 1.6.1 Obligation of Government Payments

The obligation of the Government to make payments required under the provisions of this contract will, at the discretion of the Contracting Officer, be subject to reductions and suspensions permitted under the FAR and agency regulations including the following in accordance with FAR 32.503-6:

- a. Reasonable deductions due to defects in material or workmanship;
- b. Claims which the Government may have against the Contractor under or in connection with this contract;
- c. Unless otherwise adjusted, repayment to the Government upon demand for overpayments made to the Contractor; and
- d. Failure to provide up to date record drawings not current as stated in Contract Clause "FAC 5252.236-9310, Record Drawings."

##### 1.6.2 Payment for Onsite and Offsite Materials

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

- a. FAR 52.232-5(b) Payments Under Fixed Price Construction Contracts.
- b. Materials delivered on the site but not installed, including completed preparatory work, and off-site materials to be considered for progress payment shall be major high cost, long lead, special order, or specialty items, not susceptible to deterioration or physical damage in storage or in transit to the construction site. Examples of materials acceptable for payment consideration include, but are not limited to, structural steel, non-magnetic steel, non-magnetic

aggregate, equipment, machinery, large pipe and fittings, precast/prestressed concrete products, plastic lumber (e.g., fender piles/curbs), and high-voltage electrical cable. Materials not acceptable for payment include consumable materials such as nails, fasteners, conduits, gypsum board, glass, insulation, and wall coverings.

- c. Materials to be considered for progress payment prior to installation shall be specifically and separately identified in the Contractor's estimates of work submitted for the Contracting Officer's approval in accordance with Schedule of Prices requirement of this contract. Requests for progress payment consideration for such items shall be supported by documents establishing their value and that the title requirements of the clause at FAR 52.232-5 have been met.
- d. Materials are adequately insured and protected from theft and exposure.
- e. Provide a written consent from the surety company with each payment request for offsite materials.
- f. Materials to be considered for progress payments prior to installation shall be stored either in Hawaii, Guam, Puerto Rico, or the Continental United States. Other locations are subject to written approval by the Contracting Officer.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --



SECTION 01 30 00

ADMINISTRATIVE REQUIREMENTS

08/15

PART 1 GENERAL

1.1 REFERENCES

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

U.S. ARMY CORPS OF ENGINEERS (USACE)

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

1.2 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

List of contact personnel

1.2.1 Contract Personnel

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

1.3 MINIMUM INSURANCE REQUIREMENTS

Provide the minimum insurance coverage required by FAR 28.307-2 LIABILITY, during the entire period of performance under this contract. Provide other insurance coverage as required by North Carolina State law.

1.4 SUPERVISION

1.4.1 Minimum Communication Requirements

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

1.4.2 Superintendent Qualifications

The project superintendent must have a minimum of 10 years experience in construction with at least 5 of those years as a superintendent on projects similar in size and complexity. The individual must be familiar with the requirements of EM 385-1-1 and have experience in the areas of hazard identification and safety compliance. The individual must be

capable of interpreting a critical path schedule and construction drawings. The qualification requirements for the alternate superintendent are the same as for the project superintendent. The Contracting Officer may request proof of the superintendent's qualifications at any point in the project if the performance of the superintendent is in question.

For routine projects where the superintendent is permitted to also serve as the Quality Control (QC) Manager as established in Section 01 45 00.00 20 QUALITY CONTROL, the superintendent must have qualifications in accordance with that section.

#### 1.4.2.1 Duties

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

#### 1.4.3 Non-Compliance Actions

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

#### 1.5 PRECONSTRUCTION MEETING

After award of the contract but prior to commencement of any work at the site, meet with the Contracting Officer to discuss and develop a mutual understanding relative to the administration of the value engineering and safety program, preparation of the schedule of prices, shop drawings, and other submittals, scheduling programming, prosecution of the work, and clear expectations of the "Interim DD Form 1354" Submittal. Major subcontractors who will engage in the work must also attend.

#### 1.6 PARTNERING

To most effectively accomplish this contract, the Government requires the formation of a cohesive partnership within the Project Team whose members are from the Government, the Contractor and their Subcontractors. Key personnel from the Supported Command, the End User (who will occupy the facility), the Government Design and Construction team and Subject Matter Experts, the Installation, the Contractor and Subcontractors, and the Designer of Record will be invited to participate in the Partnering process. The Partnership will draw on the strength of each organization in an effort to achieve a project that is without any safety mishaps, conforms to the Contract, and stays within budget and on schedule.

The Contracting Officer will provide Information on the Partnering Process and a list of key and optional personnel who should attend the Partnering meeting.

1.6.1 Informal Partnering

The Contracting Officer will organize the Partnering Sessions with key personnel of the project team, including Contractor personnel and Government personnel.

The Initial Partnering session should be a part of the Pre-Construction Meeting. Partnering sessions will be held at a location agreed to by the Contracting Officer and the Contractor (typically a conference room provided by the PWD FEAD office or the Contractor). The Initial Informal Partnering Session will be conducted and facilitated using electronic media (a video and accompanying forms) provided by the Contracting Officer. The Partners will determine the frequency of the follow-on sessions, at no more than 3 to six month intervals.

1.7 ELECTRONIC MAIL (E-MAIL) ADDRESS

Establish and maintain electronic mail (e-mail) capability along with the capability to open various electronic attachments as text files, pdf files, and other similar formats. Within 10 days after contract award, provide the Contracting Officer a single (only one) e-mail address for electronic communications from the Contracting Officer related to this contract including, but not limited to contract documents, invoice information, request for proposals, and other correspondence. The Contracting Officer may also use email to notify the Contractor of base access conditions when emergency conditions warrant, such as hurricanes or terrorist threats. Multiple email addresses are not allowed.

It is the Contractor's responsibility to make timely distribution of all Contracting Officer initiated e-mail with its own organization including field office(s). Promptly notify the Contracting Officer, in writing, of any changes to this email address.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

Not Used

-- End of Section --

SECTION 01 31 23.13 20

ELECTRONIC CONSTRUCTION AND FACILITY SUPPORT CONTRACT MANAGEMENT SYSTEM  
05/17

PART 1 GENERAL

1.1 CONTRACT ADMINISTRATION

Utilize the Naval Facilities Engineering Command's (NAVFAC's) Electronic Construction and Facility Support Contract Management System (eCMS) for the transfer, sharing and management of electronic technical submittals and documents. The web-based eCMS is the designated means of transferring technical documents between the Contractor and the Government. Paper media or e-mail submission, including originals or copies, of the documents identified in Table 1 are not permitted, except where eCMS is unavailable or non-functional. Contact the Contracting Officer's Representative (COR) regarding availability of eCMS training and reference materials.

1.2 USER PRIVILEGES

The Contractor will be provided access to eCMS. All technical submittals and documents must be transmitted to the Government via the COR. Project roles and system roles will be established to control each user's menu, application, and software privileges, including the ability to create, edit, or delete objects.

1.3 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

List of Contractor's Personnel

1.4 SYSTEM REQUIREMENTS AND CONNECTIVITY

1.4.1 General

The eCMS requires a web-browser (platform-neutral) and Internet connection. Obtain from an approved vendor an External Certification Authority (ECA), Primary Key Infrastructure (PKI) certificate, or other similar digital identification to support two-factor authentication and access to eCMS. Provide and maintain computer hardware and software for the eCMS access throughout the duration of the contract for all Contractor-designated users. Provide connectivity, speed, bandwidth, and access to the Internet to ensure adequate functionality. Neither upgrading of the Contractor's computer system nor delays associated from the usage of the eCMS will be justification or grounds for a time extension or cost adjustment to the Contract.

1.4.2 Contractor Personnel List

Within 20 calendar days of contract award, provide to the Contracting Officer a list of Contractor's personnel who will have the responsibility for the transfer, sharing and management of electronic technical

submittals and documents and will require access to the eCMS. Project personnel roles to be filled in the eCMS include the Contractor's Project Manager, Superintendent, Quality Control (QC) Manager, and Site Safety and Health Officer (SSHO). Personnel must be capable of electronic document management. Notify the COR immediately of any personnel changes to the project. The Contracting Officer reserves the right to perform a security check on all potential users. Provide the following information:

First Name  
Last Name  
E-mail Address  
Office Address  
Project Role (e.g. Project Manager, QC Manager, Superintendent)

#### 1.4.3 Field Administration

Provide a tablet computer with a Common Access Card (CAC) reader at the job site for Government use only. The tablet computer must have a web-browser, built-in camera, and cellular data connectivity. The tablet computer must be fully charged and made available at all times for Government use to facilitate the input of construction data at the job site. After completion of the work, reset the tablet computer to factory default settings. The tablet computer remains the property of the Contractor and must be removed from the site.

#### 1.5 SECURITY CLASSIFICATION

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

The eCMS and tablet computer must only be used for the transaction of unclassified information associated with construction projects. In conformance with the Freedom of Information Act (FOIA), Department of Defense Manual 5200.01-V4: DoD Information Security Program: Controlled Unclassified Information (CUI), and DoD requirements, any unclassified project documentation uploaded into the eCMS must be designated either "U - UNCLASSIFIED" (U) or "FOUO - UNCLASSIFIED-FOR OFFICIAL USE ONLY" (FOUO).

#### 1.6 ECMS UTILIZATION

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

##### 1.6.1 Information Security Classification/Identification

The eCMS must be used for the transmittal of the following documents. This requirement supersedes conflicting requirements in other sections, however, submittal review times in Section 01 33 00 SUBMITTAL PROCEDURES remain applicable. Table 1 - Project Documentation Types provides the appropriate U and FOUO designations for various types of project documents. Construction documents requiring FOUO status must be marked accordingly. Apply the appropriate markings before any document is uploaded into eCMS. Markings are not required on U documents.

Table 1 also identifies which eCMS application is to be used in the

transmittal of data (these are subject to change based on the latest software configuration). If a designated application is not functional within 4 hours of initial attempt, defer to the Submittal application and submit the required data as an uploaded portable document (e.g. PDF), word processor, spreadsheet, drawing, or other appropriate format. Hard copy or e-mail submission of these items is acceptable only if eCMS is documented to be not available or not functional. For Submittals, select the following:

- Preparation by = Contractor personnel assigned to prepare the submittal
- Approval by = Contracting Officer Representative (COR)
- Returned by = Design Lead/Manager
- Forwarded to = Contractor project manager

Table 1 - Project Documentation Types

SUBJECT/NAME	CLASS	REMARKS	ECMS APPLICATION
As-Built Drawings	U	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Document management, documents, submittals
Base Access Request/Approval	FOUO	1. Verify applicability with local installation security procedures via the Administrative Contracting Office 2. Redact Social Security Numbers (SSNs) prior to upload into eCMS, unless SSNs are required by the local security office to support security clearance investigations or verifications	Communications management, communications
Building Information Modeling (BIM)	U	1. Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager 2. Design reviews will be performed in existing "Dr Checks"	Document management, documents, submittals
Construction Permits	U	Refer to rules of the issuing activity, state or jurisdiction	Document management, documents, submittals

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SUBJECT/NAME	CLASS	REMARKS	ECMS APPLICATION
Construction Schedules (Activities and Milestones)	U	After the schedule submittal is approved by the COR, import the schedule file into the scheduling application, and select "Approve" to establish a new schedule baseline	Document management, documents, submittals
Construction Schedules (Cost-Loaded)	FOUO		Document management, documents, submittals
DD 1354 Transfer of Real Property	U		Document management, documents, submittals
Daily Production Reports	FOUO	Provide weather conditions, crew size, man-hours, equipment, and materials information	Site management, Daily Report
Daily Quality Control (QC) Reports	FOUO	Provide QC Phase, Definable Features of Work Identify visitors	Site management, Daily Report
Designs and Specifications	U	1. Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager 2. Design reviews will be performed in existing "Dr Checks"	Document management, documents, submittals
Environmental Notice of Violation (NOV), Corrective Action Plan	U	Refer to rules of the issuing activity, state or jurisdiction	Document management, documents, submittals
Environmental Protection Plan (EPP)	FOUO		Document management, documents, submittals
Jobsite Documentation, Bulletin Board, Labor Laws, SDS	U		Document management, documents, submittals

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SUBJECT/NAME	CLASS	REMARKS	ECMS APPLICATION
Meeting Minutes	FOUO		Communication management, meeting minutes
Operations & Maintenance Support Information (OMSI/eOMSI), Facility Data Worksheet	U	1. Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager 2. Design reviews will be performed in existing "Dr Checks"	Document management, documents, submittals
Photographs	U	Subject to base/installation restrictions	Document management, documents, submittals
QCM Initial Phase Checklists	FOUO		Site management, Checklists
QCM Preparatory Phase Checklists	FOUO		Site management, Checklists
Quality Control Plans	FOUO		Document management, documents, submittals
QC Certifications	U		Document management, documents, submittals
QC Punch List	U		Site management, Punch lists
Red-Zone Checklist	U		Site management, Checklists
Rework Items List	FOUO		Site management, Punch lists
Request for Information (RFI) Post-Award	FOUO		Communications management, RFIs



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SUBJECT/NAME	CLASS	REMARKS	ECMS APPLICATION
Safety Plan	FOUO		Site management, Daily Report
Safety - Activity Hazard Analyses (AHA)	FOUO		Site management, Daily Report
Safety - Mishap Reports	FOUO		Site management, Daily Report
SCIF/SAPF Accreditation Support Documents	FOUO	Note: Some Construction Security plans may be classified as Secret. Classified information must not be uploaded into eCMS. Refer to the Site Security Manager, as applicable.	Document management, documents, submittals
Shop Drawings	U	Locations of sensitive areas must be labeled as either "Controlled Area" or "Restricted Area" and may be shown on unclassified documents with the approval from Site Security Manager	Document management, documents, submittals
Storm Water Pollution Prevention (Notice of Intent - Notice of Termination)	U	Refer to rules of the issuing activity, state or jurisdiction	Document management, documents, submittals
Submittals and Submittal Log	U		Document management, documents, submittals
Testing Plans, Logs, and Reports	FOUO		Site management, QC inspection and testing plan
Training/Reference Materials	U		Document management, documents, submittals
Training Records (Personnel)	FOUO		Document management, documents, submittals

SUBJECT/NAME	CLASS	REMARKS	ECMS APPLICATION
Utility Outage/Tie-In Request/Approval	FOUO		Document management, documents, submittals
Warranties/BOD Letter	FOUO		Document management, documents, submittals
Quality Assurance Reports and Compliance Notices	FOUO		GOV ONLY
Other Government-prepared documents	FOUO		GOV ONLY
All Other Documents	FOUO	Refer to FOIA guidelines and contact the FOIA official to determine whether exemptions exist	As applicable

1.6.2 Markings on FOUO documents

- a. Only FOUO documents being electronically uploaded into the eCMS (.docx, .xlsx, .pptx, .pdf, .jpg, .zip, and others as appropriate), and associated paper documents described in the paragraph CONTRACT ADMINISTRATION require FOUO markings as indicated in the subparagraphs below.
- b. FOUO documents that are originally created within the eCMS application using the web-based forms (RFIs, Daily Reports, and others as appropriate) will be automatically watermarked by the eCMS software, and these do not require additional markings.
- c. FOUO documents must be marked "UNCLASSIFIED//FOR OFFICIAL USE ONLY" at the bottom of the outside of the front cover (if there is one), the title page, the first page, and the outside of the back cover (if there is one).
- d. FOUO documents must be marked on the internal pages of the document as "UNCLASSIFIED//FOR OFFICIAL USE ONLY" at top and bottom.
- e. Where Installations require digital photographs to be designated FOUO, place the markings on the face of the photograph.
- f. For visual documentation, other than photographs and audio documentation, mark with either visual or audio statements as appropriate at both the beginning and end of the file.

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PART 2 PRODUCTS

Not Used.

PART 3 EXECUTION

Not Used.

-- End of Section --

SECTION 01 33 00

SUBMITTAL PROCEDURES

08/18

PART 1 GENERAL

1.1 DEFINITIONS

1.1.1 Submittal Descriptions (SD)

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

SD-01 Preconstruction Submittals

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

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

Certificates Of Insurance  
Surety Bonds  
List Of Proposed Subcontractors  
List Of Proposed Products  
Submittal Register  
Schedule Of Prices  
Accident Prevention Plan  
Work Plan  
Quality Control (QC) plan  
Environmental Protection Plan

SD-02 Shop Drawings

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

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

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

SD-03 Product Data

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

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

SD-05 Design Data

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

#### SD-06 Test Reports

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

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

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

Investigation reports  
Daily logs and checklists  
Final acceptance test and operational test procedure

#### SD-07 Certificates

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

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

Confined space entry permits  
Text of posted operating instructions

#### SD-08 Manufacturer's Instructions

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

#### SD-09 Manufacturer's Field Reports

Documentation of the testing and verification actions taken by manufacturer's representative at the job site, in the vicinity of the job site, or on a sample taken from the job site, on a portion of the work, during or after installation, to confirm compliance with manufacturer's standards or instructions. The documentation must be signed by an authorized official of a testing laboratory or agency and state the test results; and indicate whether the material, product, or system has passed or failed the test.

Factory test reports.

SD-10 Operation and Maintenance Data

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

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

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

SD-11 Closeout Submittals

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

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

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

1.1.2 Approving Authority

Office or designated person authorized to approve the submittal.

1.1.3 Work

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

1.2 SUBMITTALS

Government approval is required for all submittals. Submit the following in accordance with this section.

SD-01 Preconstruction Submittals

Submittal Register

1.3 SUBMITTAL CLASSIFICATION

1.3.1 Government Approved (G)

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

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

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### 1.3.2 For Information Only

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

### 1.4 FORWARDING SUBMITTALS REQUIRING GOVERNMENT APPROVAL

As soon as practicable after award of contract, and before procurement or fabrication, forward to the Architect-Engineer: Pace Collaborative, PC, 12277 Perimeter Parkway, Virginia Beach, VA 2454-5690, submittals required in the technical sections of this specification, including shop drawings, product data and samples. In addition, forward a copy of the submittals to the Contracting Officer at: Commander, NAVFAC Mid-Atlantic, FEAD Cherry Point, PSC Box 8006, Building 163, Cherry Point, North Carolina, 28533-0006

#### 1.4.1 O&M Data

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

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

#### 1.4.2 Submittals Reserved for NAVFAC Mid-Atlantic Approval

As an exception to the standard submittal procedure for Government Approval, submit the following to the Commander, NAVFAC Mid-Atlantic, 9742 Maryland Avenue, Building Z-140, Room 219, Norfolk, Virginia, 23511-3095:

- a. Section 26 11 13.00 20 PRIMARY UNIT SUBSTATION: Transformer submittals

### 1.5 PREPARATION

#### 1.5.1 Transmittal Form

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

#### 1.5.2 Identifying Submittals

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

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

- a. Project title and location
- b. Construction contract number
- c. Dates of the drawings and revisions

- d. Name, address, and telephone number of Subcontractor, supplier, manufacturer, and any other Subcontractor associated with the submittal.
- e. Section number of the specification by which submittal is required
- f. Submittal description (SD) number of each component of submittal
- g. For a resubmission, add alphabetic suffix on submittal description, for example, submittal 18 would become 18A, to indicate resubmission
- h. Product identification and location in project.

### 1.5.3 Submittal Format

#### 1.5.3.1 Format of SD-01 Preconstruction Submittals

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

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

#### 1.5.3.2 Format for SD-02 Shop Drawings

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

- a. Include the nameplate data, size, and capacity on drawings. Also include applicable federal, military, industry, and technical society publication references.
- b. Dimension drawings, except diagrams and schematic drawings. Prepare drawings demonstrating interface with other trades to scale. Use the same unit of measure for shop drawings as indicated on the contract drawings. Identify materials and products for work shown.

Present shop drawings sized 8 1/2 by 11 inches as part of the bound volume for submittals. Present larger drawings in sets. Submit an electronic copy of drawings in PDF format.

#### 1.5.3.2.1 Drawing Identification

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

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

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



### 1.5.3.3 Format of SD-03 Product Data

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

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

#### 1.5.3.3.1 Product Information

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

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

#### 1.5.3.3.2 Standards

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

#### 1.5.3.3.3 Data Submission

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

Submit the manufacturer's instructions before installation.

#### 1.5.3.4 Format of SD-04 Samples

##### 1.5.3.4.1 Sample Characteristics

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

- a. Sample of Equipment or Device: Full size.
- b. Sample of Materials Less Than 2 by 3 inches: Built up to 8 1/2 by 11

inches.

- c. Sample of Materials Exceeding 8 1/2 by 11 inches: Cut down to 8 1/2 by 11 inches and adequate to indicate color, texture, and material variations.
- d. Sample of Linear Devices or Materials: 10 inch length or length to be supplied, if less than 10 inches. Examples of linear devices or materials are conduit and handrails.
- e. Sample Volume of Nonsolid Materials: Pint. Examples of nonsolid materials are sand and paint.
- f. Color Selection Samples: 2 by 4 inches. Where samples are specified for selection of color, finish, pattern, or texture, submit the full set of available choices for the material or product specified. Sizes and quantities of samples are to represent their respective standard unit.
- g. Sample Panel: 4 by 4 feet.
- h. Sample Installation: 100 square feet.

#### 1.5.3.4.2 Sample Incorporation

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

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

#### 1.5.3.4.3 Comparison Sample

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

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

#### 1.5.3.5 Format of SD-05 Design Data

Provide design data and certificates on 8 1/2 by 11 inch paper. Provide a bound volume for submittals containing numerous pages.

#### 1.5.3.6 Format of SD-06 Test Reports

Provide reports on 8 1/2 by 11 inch paper in a complete bound volume.

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

1.5.3.7 Format of SD-07 Certificates

Provide design data and certificates on 8 1/2 by 11 inch paper. Provide a bound volume for submittals containing numerous pages.

1.5.3.8 Format of SD-08 Manufacturer's Instructions

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

Submit the manufacturer's instructions before installation.

1.5.3.8.1 Standards

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

1.5.3.9 Format of SD-09 Manufacturer's Field Reports

Provide reports on 8 1/2 by 11 inch paper in a complete bound volume.

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

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

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

1.5.3.11 Format of SD-11 Closeout Submittals

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

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

1.5.4 Source Drawings for Shop Drawings

1.5.4.1 Source Drawings

The entire set of source drawing files (DWG) will not be provided to the

Contractor. Request the specific Drawing Number for the preparation of shop drawings. Only those drawings requested to prepare shop drawings will be provided. These drawings are provided only after award.

#### 1.5.4.2 Terms and Conditions

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

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

#### 1.5.5 Electronic File Format

Provide submittals in electronic format, with the exception of material samples required for SD-04 Samples items. In addition to the electronic submittal, provide three hard copies of the submittals. Compile the submittal file as a single, complete document, to include the Transmittal Form described within. Name the electronic submittal file specifically according to its contents, and coordinate the file naming convention with the Contracting Officer. Electronic files must be of sufficient quality that all information is legible. Use PDF as the electronic format, unless otherwise specified or directed by the Contracting Officer. Generate PDF files from original documents with bookmarks so that the text included in the PDF file is searchable and can be copied. If documents are scanned, optical character resolution (OCR) routines are required. Index and bookmark files exceeding 30 pages to allow efficient navigation of the file. When required, the electronic file must include a valid electronic signature or a scan of a signature.

E-mail electronic submittal documents smaller than 10MB to an e-mail address as directed by the Contracting Officer. Provide electronic documents over 10 MB on an optical disc or through an electronic file sharing system such as the AMRDEC SAFE Web Application located at the

following website: <https://safe.amrdec.army.mil/safe/>.

1.6 QUANTITY OF SUBMITTALS

1.6.1 Number of SD-01 Preconstruction Submittal Copies

Unless otherwise specified, submit three sets of administrative submittals.

1.6.2 Number of SD-02 Shop Drawing Copies

Submit seven copies of shop drawings requiring review and approval by the Contracting Officer.

1.6.3 Number of SD-03 Product Data Copies

Submit in compliance with quantity requirements specified for shop drawings.

1.6.4 Number of SD-04 Samples

- a. Submit two samples, or two sets of samples showing the range of variation, of each required item. One approved sample or set of samples will be retained by the approving authority and one will be returned to the Contractor.
- b. Submit one sample panel or provide one sample installation where directed. Include components listed in the technical section or as directed.
- c. Submit one sample installation, where directed.
- d. Submit one sample of nonsolid materials.

1.6.5 Number of SD-05 Design Data Copies

Submit in compliance with quantity requirements specified for shop drawings.

1.6.6 Number of SD-06 Test Report Copies

Submit in compliance with quantity and quality requirements specified for shop drawings, other than field test results that will be submitted with QC reports.

1.6.7 Number of SD-07 Certificate Copies

Submit in compliance with quantity requirements specified for shop drawings.

1.6.8 Number of SD-08 Manufacturer's Instructions Copies

Submit in compliance with quantity requirements specified for shop drawings.

1.6.9 Number of SD-09 Manufacturer's Field Report Copies

Submit in compliance with quantity and quality requirements specified for shop drawings other than field test results that will be submitted with QC reports.

1.6.10 Number of SD-10 Operation and Maintenance Data Copies

Submit three copies of O&M data to the Contracting Officer for review and approval.

1.6.11 Number of SD-11 Closeout Submittals Copies

Unless otherwise specified, submit three sets of administrative submittals.

1.7 INFORMATION ONLY SUBMITTALS

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

1.8 PROJECT SUBMITTAL REGISTER

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

1.8.1 Submittal Management

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

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

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

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

Column (f): Lists the approving authority for each submittal.

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

#### 1.8.2 Preconstruction Use of Submittal Register

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

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

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

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

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

#### 1.8.3 Contractor Use of Submittal Register

Update the following fields with each submittal throughout the contract.

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

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

Column (l) Date submittal transmitted.

Column (q) Date approval was received.

#### 1.8.4 Approving Authority Use of Submittal Register

Update the following fields:

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

Column (l) Date submittal was received.

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

Column (q) Date of return to Contractor.

#### 1.8.5 Action Codes

##### 1.8.5.1 Government Review Action Codes

"A" - "Approved as submitted"

"AN" - "Approved as noted"

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

"NR" - "Not Reviewed"

"RA" - "Receipt Acknowledged"

#### 1.8.6 Delivery of Copies

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

#### 1.9 VARIATIONS

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

##### 1.9.1 Considering Variations

Discussion of variations with the Contracting Officer before submission will help ensure that functional and quality requirements are met and minimize rejections and resubmittals. When contemplating a variation that results in lower cost, consider submission of the variation as a Value Engineering Change Proposal (VECP).

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

##### 1.9.2 Proposing Variations

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

##### 1.9.3 Warranting that Variations are Compatible

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

##### 1.9.4 Review Schedule Extension

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

#### 1.10 SCHEDULING

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

- a. Coordinate scheduling, sequencing, preparing, and processing of submittals with performance of work so that work will not be delayed by submittal processing. The Contractor is responsible for additional time required for Government reviews resulting from required



resubmittals. The review period for each resubmittal is the same as for the initial submittal.

- b. Submittals required by the contract documents are listed on the submittal register. If a submittal is listed in the submittal register but does not pertain to the contract work, the Contractor is to include the submittal in the register and annotate it "N/A" with a brief explanation. Approval by the Contracting Officer does not relieve the Contractor of supplying submittals required by the contract documents but that have been omitted from the register or marked "N/A."
- c. Resubmit the submittal register and annotate it monthly with actual submission and approval dates. When all items on the register have been fully approved, no further resubmittal is required.

Contracting Officer review will be completed within 20 working days after the date of submission.

- d. Except as specified otherwise, allow a review period, beginning with receipt by the approving authority, that includes at least 20 working days for submittals where the Contracting Officer is the approving authority. The period of review for submittals with Contracting Officer approval begins when the Government receives the submittal from the QC organization.
- e. For submittals requiring review by a Government fire protection engineer, allow a review period, beginning when the Government receives the submittal from the QC organization, of 30 working days for return of the submittal to the Contractor.

#### 1.10.1 Reviewing, Certifying, and Approving Authority

The QC Manager is responsible for reviewing all submittals and certifying that they are in compliance with contract requirements. The approving authority on submittals is the Contracting Officer unless otherwise specified.

#### 1.10.2 Constraints

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

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

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

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

#### 1.10.3 QC Organization Responsibilities

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

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

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

- c. Ensure that material is clearly legible.

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

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

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

Certified by Submittal Reviewer \_\_\_\_\_, Date \_\_\_\_\_  
(Signature when applicable)

Certified by QC Manager \_\_\_\_\_, Date \_\_\_\_\_"  
(Signature)

- e. Sign the certifying statement. The QC organization member designated in the approved QC plan is the person signing certifying statements. The use of original ink for signatures is required. Stamped signatures are not acceptable.
- f. Update the submittal register as submittal actions occur, and maintain the submittal register at the project site until final acceptance of all work by the Contracting Officer.
- g. Retain a copy of approved submittals and approved samples at the project site.
- h. For "S" submittals, provide a copy of the approved submittal to the Government Approving authority.

#### 1.11 GOVERNMENT APPROVING AUTHORITY

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

- a. Note the date on which the submittal was received from the QC manager.
- b. Review submittals for approval within the scheduling period specified and only for conformance with project design concepts and compliance with contract documents.
- c. Identify returned submittals with one of the actions defined in

paragraph REVIEW NOTATIONS and with comments and markings appropriate for the action indicated.

Upon completion of review of submittals requiring Government approval, stamp and date submittals. Three copies of the submittal will be retained by the Contracting Officer and four copies of the submittal will be returned to the Contractor.

#### 1.11.1 Review Notations

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

- a. Submittals marked "approved" or "accepted" authorize proceeding with the work covered.
- b. Submittals marked "approved as noted" or "approved, except as noted, resubmittal not required", authorize proceeding with the work covered provided that the Contractor takes no exception to the corrections.
- c. Submittals marked "not approved", "disapproved", or "revise and resubmit" indicate incomplete submittal or noncompliance with the contract requirements or design concept. Resubmit with appropriate changes. Do not proceed with work for this item until the resubmittal is approved.
- d. Submittals marked "not reviewed" indicate that the submittal has been previously reviewed and approved, is not required, does not have evidence of being reviewed and approved by Contractor, or is not complete. A submittal marked "not reviewed" will be returned with an explanation of the reason it is not reviewed. Resubmit submittals returned for lack of review by Contractor or for being incomplete, with appropriate action, coordination, or change.
- e. Submittals marked "receipt acknowledged" indicate that submittals have been received by the Government. This applies only to "information-only submittals" as previously defined.

#### 1.12 DISAPPROVED SUBMITTALS

Make corrections required by the Contracting Officer. If the Contractor considers any correction or notation on the returned submittals to constitute a change to the contract drawings or specifications, give notice to the Contracting Officer as required under the FAR clause titled CHANGES. The Contractor is responsible for the dimensions and design of connection details and the construction of work. Failure to point out variations may cause the Government to require rejection and removal of such work at the Contractor's expense.

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

#### 1.13 APPROVED SUBMITTALS

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

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

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

#### 1.14 APPROVED SAMPLES

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

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

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

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

#### PART 2 PRODUCTS

Not Used

#### PART 3 EXECUTION

Not Used

-- End of Section --

# SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION

REPLACE "B" SECTIONALIZING STATION CHERRY POINT

CONTRACTOR

A C T I V I T Y N O	T R A N S M I T T A L N O	S P E C S E C T	D E S C R I P T I O N ITEM SUBMITTED	P A R A G R A P H	G O V T C L A S S I F I C A T I O N	CONTRACTOR SCHEDULE DATES			CONTRACTOR ACTION		APPROVING AUTHORITY			M A I L E D T O C O N T R / D A T E R C D F R M A P P R A U T H	R E M A R K S		
						S U B M I T	A P P R O V A L N E E D E D B Y	M A T E R I A L N E E D E D B Y	A C T I O N C O D E	D A T E O F A C T I O N	D A T E F W D T O O T H E R R E V I E W E R	D A T E F W D T O A P P R A U T H /	D A T E R C D F R O M C O N T R			D A T E F W D T O O T H R E V I E W E R	D A T E R C D F R O M O T H R E V I E W E R
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
	01 14 00		SD-01 Preconstruction Submittals														
			List of Contact Personnel	1.3.1.1													
	01 20 00.00 20		SD-01 Preconstruction Submittals														
			Schedule of Prices	1.3													
	01 30 00		SD-01 Preconstruction Submittals														
			List of contact personnel	1.2.1													
	01 31 23.13 20		SD-01 Preconstruction Submittals														
			List of Contractor's Personnel	1.4.2													
	01 33 00		SD-01 Preconstruction Submittals														
			Submittal Register	1.8													
	01 35 26		SD-01 Preconstruction Submittals														
			Accident Prevention Plan (APP)	1.8													
			SD-06 Test Reports														
			Monthly Exposure Reports	1.4													
			Notifications and Reports	1.13													
			Accident Reports	1.13.2													
			LHE Inspection Reports	1.13.3													
			SD-07 Certificates														
			Contractor Safety Self-Evaluation	1.5													
			Checklist														
			Crane Operators/Riggers	1.7.1.4													
			Standard Lift Plan	1.8.2.2													
			Critical Lift Plan	1.8.2.3													
			Activity Hazard Analysis (AHA)	1.9													
			Confined Space Entry Permit	1.10.1													
			Hot Work Permit	1.10.1													

# SUBMITTAL REGISTER

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A C T I V I T Y N O	T R A N S M I T T A L N O	S P E C S E C T	D E S C R I P T I O N I T E M S U B M I T T E D	P A R A G R A P H	G O V T C L A S S I F I C A T I O N	C O N T R A C T O R S C H E D U L E D A T E S			C O N T R A C T O R A C T I O N			A P P R O V I N G A U T H O R I T Y			M A I L E D T O C O N T R / D A T E R C D F R M A P P R A U T H	R E M A R K S	
						S U B M I T	A P P R O V A L N E E D E D B Y	M A T E R I A L N E E D E D B Y	A C T I O N C O D E	D A T E F W D T O O T H R E V I E W E R	D A T E R C D F R O M C O N T R	D A T E F W D T O A P P R A U T H /	A C T I O N C O D E	D A T E F R O M O T H R E V I E W E R			D A T E R C D F R O M O T H R E V I E W E R
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
	01 35 26		Certificate of Compliance	1.13.4													
	01 45 00.00 20		SD-01 Preconstruction Submittals														
			Construction Quality Control (QC) Plan	1.6.1													
			Indoor Air Quality (IAQ) Management Plan	1.16													
	01 50 00		SD-01 Preconstruction Submittals														
			Construction Site Plan	1.3													
			Traffic Control Plan	3.4.1													
	01 78 00		SD-03 Product Data														
			Warranty Management Plan	1.5.1													
			Warranty Tags	1.5.4													
			Final Cleaning	3.3													
			Spare Parts Data	1.4													
			SD-08 Manufacturer's Instructions														
			Instructions	1.5.1													
			SD-10 Operation and Maintenance														
			Data														
			Operation and Maintenance	3.2													
			Manuals														
			SD-11 Closeout Submittals														
			As-Built Drawings	3.1													
			As-Built Record of Equipment and Materials	1.5.1													
			Certification of EPA Designated Items	2.1													

# SUBMITTAL REGISTER

CONTRACT NO.

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REPLACE "B" SECTIONALIZING STATION CHERRY POINT

CONTRACTOR

ACTIVITY NO	TRANSMITTAL NO	SPECIES	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	GOVT CLASSIFICATION	CONTRACTOR SCHEDULE DATES				CONTRACTOR ACTION			APPROVING AUTHORITY			REMARKS	
						SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE OF ACTION	DATE FWD TO APPR AUTH/	DATE RCD FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER	ACTION CODE		DATE OF ACTION
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
	01 78 00		Certification Of USDA Designated Items	2.2													
	01 78 23		SD-10 Operation and Maintenance Data	1.4													
			O&M Database	3.1.1													
			Training Plan	3.1.3													
			Training Outline	3.1.2													
			Training Content														
			SD-11 Closeout Submittals														
			Validation of Training Completion	3.1.5													
	26 08 00		SD-06 Test Reports														
			Acceptance tests and inspections	3.1													
			SD-07 Certificates														
			Qualifications	1.4.1													
			Acceptance test and inspections procedure	1.4.3													
	26 11 13.00 20		SD-02 Shop Drawings														
			Unit Substation Drawings	1.4.3													
			SD-03 Product Data														
			Primary Unit Substations	2.1													
			SD-05 Design Data														
			Capacity Calculations for Battery Charger and Batteries	1.4.1													
			Design Calculations for Unit Substation	1.4.2													
			SD-06 Test Reports														

# SUBMITTAL REGISTER

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TITLE AND LOCATION

REPLACE "B" SECTIONALIZING STATION CHERRY POINT

CONTRACTOR

A C T I V I T Y N O	T R A N S M I T T A L N O	S P E C S E C T	D E S C R I P T I O N I T E M S U B M I T T E D	P A R A G R A P H	G O V T C L A S S I F I C A T I O N	CONTRACTOR SCHEDULE DATES			CONTRACTOR ACTION			APPROVING AUTHORITY			M A I L E D T O C O N T R / D A T E R C D F R M A P P R A U T H	R E M A R K S	
						S U B M I T	A P P R O V A L N E E D E D B Y	M A T E R I A L N E E D E D B Y	A C T I O N C O D E	D A T E F W D T O O T H E R R E V I E W E R	D A T E R C D F R O M C O N T R	D A T E F W D T O A P P R A U T H /	A C T I O N C O D E	D A T E F R O M O T H R E V I E W E R			D A T E R C D F R M A P P R A U T H
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)
	26 11 13.00 20		Acceptance Checks and Tests	3.5.1													
			Dielectric Tests	3.5.2													
			SD-09 Manufacturer's Field Reports														
			Switchgear Design Tests	2.2.2													
			Switchgear Production Tests	2.2.3													
			Load Interrupter Switch Design Tests	2.2.4													
			Load Interrupter Switch Production Tests	2.2.5													
			SD-10 Operation and Maintenance Data														
			Primary Unit Substations	2.1													
			SD-11 Closeout Submittals														
			Equipment Test Schedule	2.2.1													
	31 23 00.00 20		SD-01 Preconstruction Submittals														
			Dewatering work plan	1.6.1													
	33 71 02		SD-03 Product Data														
			Medium voltage cable	2.2													
			Medium voltage cable joints	2.4													
			Medium voltage cable terminations	2.3													
			Pulling-In Irons	3.4.1													
			Cable supports	2.9													
			SD-06 Test Reports														



# SUBMITTAL REGISTER

CONTRACT NO.

TITLE AND LOCATION REPLACE "B" SECTIONALIZING STATION CHERRY POINT		CONTRACTOR																			
ACTIVITY NO	TRANSMITTAL NO	SPECIES	DESCRIPTION ITEM SUBMITTED	PARAGRAPH #	GOVT CLASSIFICATION	CONTRACTOR SCHEDULE DATES		CONTRACTOR ACTION		APPROVING AUTHORITY			REMARKS								
						SUBMIT	APPROVAL NEEDED BY	MATERIAL NEEDED BY	ACTION CODE	DATE FWD TO APPR AUTH/ FROM CONTR	DATE FWD TO OTHER REVIEWER	DATE RCD FROM OTH REVIEWER		ACTION CODE	DATE OF ACTION	MAILED TO CONTR/ DATE RCD FRM APPR AUTH					
(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)	(l)	(m)	(n)	(o)	(p)	(q)	(r)				
	33 71 02		Medium voltage cable qualification and production tests	2.11.2																	
			Field Acceptance Checks and Tests	3.15.1																	
			Arc-proofing test	2.11.1																	
			Cable Installation Plan and Procedure	3.3																	
			SD-07 Certificates																		
			Cable splicer/terminator	1.5.1																	
			Cable Installer Qualifications	1.5.2																	

SECTION 01 35 26

GOVERNMENTAL SAFETY REQUIREMENTS  
11/15

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY OF SAFETY ENGINEERS (ASSE/SAFE)

ASSE/SAFE A10.22	(2007; R 2012) Safety Requirements for Rope-Guided and Non-Guided Workers' Hoists
ASSE/SAFE A10.34	(2001; R 2012) Protection of the Public on or Adjacent to Construction Sites
ASSE/SAFE A10.44	(2014) Control of Energy Sources (Lockout/Tagout) for Construction and Demolition Operations
ASSE/SAFE Z244.1	(2003; R 2014) Control of Hazardous Energy Lockout/Tagout and Alternative Methods
ASSE/SAFE Z359.0	(2012) Definitions and Nomenclature Used for Fall Protection and Fall Arrest
ASSE/SAFE Z359.1	(2016) The Fall Protection Code
ASSE/SAFE Z359.11	(2014) Safety Requirements for Full Body Harnesses
ASSE/SAFE Z359.12	(2009) Connecting Components for Personal Fall Arrest Systems
ASSE/SAFE Z359.13	(2013) Personal Energy Absorbers and Energy Absorbing Lanyards
ASSE/SAFE Z359.14	(2014) Safety Requirements for Self-Retracting Devices for Personal Fall Arrest and Rescue Systems
ASSE/SAFE Z359.15	(2014) Safety Requirements for Single Anchor Lifelines and Fall Arresters for Personal Fall Arrest Systems
ASSE/SAFE Z359.2	(2007) Minimum Requirements for a Comprehensive Managed Fall Protection Program
ASSE/SAFE Z359.3	(2007) Safety Requirements for Positioning and Travel Restraint Systems
ASSE/SAFE Z359.4	(2013) Safety Requirements for

Assisted-Rescue and Self-Rescue Systems,  
Subsystems and Components

ASSE/SAFE Z359.6 (2009) Specifications and Design  
Requirements for Active Fall Protection  
Systems

ASSE/SAFE Z359.7 (2011) Qualification and Verification  
Testing of Fall Protection Products

ASME INTERNATIONAL (ASME)

ASME B30.20 (2013; INT Oct 2010 - May 2012)  
Below-the-Hook Lifting Devices

ASME B30.22 (2016) Articulating Boom Cranes

ASME B30.23 (2011) Personnel Lifting Systems Safety  
Standard for Cableways, Cranes, Derricks,  
Hoists, Hooks, Jacks, and Slings

ASME B30.26 (2015; INT Jun 2010 - Jun 2014) Rigging  
Hardware

ASME B30.3 (2016) Tower Cranes

ASME B30.5 (2014) Mobile and Locomotive Cranes

ASME B30.7 (2011) Winches

ASME B30.8 (2015) Floating Cranes and Floating  
Derricks

ASME B30.9 (2014; INT Feb 2011 - Nov 2013) Slings

ASTM INTERNATIONAL (ASTM)

ASTM F855 (2015) Standard Specifications for  
Temporary Protective Grounds to Be Used on  
De-energized Electric Power Lines and  
Equipment

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 1048 (2003) Guide for Protective Grounding of  
Power Lines

IEEE C2 (2017; Errata 1-2 2017; INT 1 2017)  
National Electrical Safety Code

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

NEMA Z535.2 (2011) Environmental and Facility Safety  
Signs

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 10 (2018; TIA 18-1) Standard for Portable  
Fire Extinguishers

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NFPA 241 (2013; Errata 2015) Standard for Safeguarding Construction, Alteration, and Demolition Operations

NFPA 51B (2014) Standard for Fire Prevention During Welding, Cutting, and Other Hot Work

NFPA 70 (2017; ERTA 1-2 2017; TIA 17-1; TIA 17-2; TIA 17-3; TIA 17-4; TIA 17-5; TIA 17-6; TIA 17-7; TIA 17-8; TIA 17-9; TIA 17-10; TIA 17-11; TIA 17-12; TIA 17-13; TIA 17-14; TIA 17-15; TIA 17-16; TIA 17-17 ) National Electrical Code

NFPA 70E (2018; TIA 18-1; TIA 81-2) Standard for Electrical Safety in the Workplace

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA)

TIA-1019 (2012; R 2016) Standard for Installation, Alteration and Maintenance of Antenna Supporting Structures and Antennas

TIA-222 (2005G; Add 1 2007; Add 2 2009; Add 3 2014; Add 4 2014; R 2014; R 2016) Structural Standards for Steel Antenna Towers and Antenna Supporting Structures

U.S. ARMY CORPS OF ENGINEERS (USACE)

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

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

29 CFR 1910 Occupational Safety and Health Standards

29 CFR 1910.146 Permit-required Confined Spaces

29 CFR 1910.147 The Control of Hazardous Energy (Lock Out/Tag Out)

29 CFR 1910.333 Selection and Use of Work Practices

29 CFR 1915 Confined and Enclosed Spaces and Other Dangerous Atmospheres in Shipyard Employment

29 CFR 1915.89 Control of Hazardous Energy (Lockout/Tags-Plus)

29 CFR 1926 Safety and Health Regulations for Construction

29 CFR 1926.1400 Cranes and Derricks in Construction

29 CFR 1926.16 Rules of Construction

29 CFR 1926.450	Scaffolds
29 CFR 1926.500	Fall Protection
29 CFR 1926.552	Material Hoists, Personal Hoists, and Elevators
29 CFR 1926.553	Base-Mounted Drum Hoists
CPL 02-01-056	(2014) Inspection Procedures for Accessing Communication Towers by Hoist
CPL 2.100	(1995) Application of the Permit-Required Confined Spaces (PRCS) Standards, 29 CFR 1910.146

## 1.2 DEFINITIONS

### 1.2.1 Competent Person (CP)

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

### 1.2.2 Competent Person, Confined Space

The CP, Confined Space, is a person meeting the competent person requirements as defined EM 385-1-1 Appendix Q, with thorough knowledge of OSHA's Confined Space Standard, 29 CFR 1910.146, and designated in writing to be responsible for the immediate supervision, implementation and monitoring of the confined space program, who through training, knowledge and experience in confined space entry is capable of identifying, evaluating and addressing existing and potential confined space hazards and, who has the authority to take prompt corrective measures with regard to such hazards.

### 1.2.3 Competent Person, Cranes and Rigging

The CP, Cranes and Rigging, as defined in EM 385-1-1 Appendix Q, is a person meeting the competent person requirements as defined in EM 385-1-1 Appendix Q, who has been designated in writing to be responsible for the immediate supervision, implementation and monitoring of the Crane and Rigging Program, who through training, knowledge and experience in crane and rigging is capable of identifying, evaluating and addressing existing and potential hazards and, who has the authority to take prompt corrective measures with regard to such hazards.

### 1.2.4 Competent Person, Excavation/Trenching

A CP, Excavation/Trenching, is a person meeting the competent person requirements as defined in EM 385-1-1 Appendix Q and 29 CFR 1926, who has been designated in writing to be responsible for the immediate supervision, implementation and monitoring of the excavation/trenching program, who through training, knowledge and experience in excavation/trenching is capable of identifying, evaluating and addressing existing and potential hazards and, who has the authority to take prompt corrective measures with regard to such hazards.

#### 1.2.5 Competent Person, Fall Protection

The CP, Fall Protection, is a person meeting the competent person requirements as defined in EM 385-1-1 Appendix Q and in accordance with ASSE/SAFE Z359.0, who has been designated in writing by the employer to be responsible for immediate supervising, implementing and monitoring of the fall protection program, who through training, knowledge and experience in fall protection and rescue systems and equipment, is capable of identifying, evaluating and addressing existing and potential fall hazards and, who has the authority to take prompt corrective measures with regard to such hazards.

#### 1.2.6 Competent Person, Scaffolding

The CP, Scaffolding is a person meeting the competent person requirements in EM 385-1-1 Appendix Q, and designated in writing by the employer to be responsible for immediate supervising, implementing and monitoring of the scaffolding program. The CP for Scaffolding has enough training, knowledge and experience in scaffolding to correctly identify, evaluate and address existing and potential hazards and also has the authority to take prompt corrective measures with regard to these hazards. CP qualifications must be documented and include experience on the specific scaffolding systems/types being used, assessment of the base material that the scaffold will be erected upon, load calculations for materials and personnel, and erection and dismantling. The CP for scaffolding must have a documented, minimum of 8-hours of scaffold training to include training on the specific type of scaffold being used (e.g. mast-climbing, adjustable, tubular frame), in accordance with EM 385-1-1 Section 22.B.02.

#### 1.2.7 Competent Person (CP) Trainer

A competent person trainer as defined in EM 385-1-1 Appendix Q, who is qualified in the material presented, and who possesses a working knowledge of applicable technical regulations, standards, equipment and systems related to the subject matter on which they are training Competent Persons. A competent person trainer must be familiar with the typical hazards and the equipment used in the industry they are instructing. The training provided by the competent person trainer must be appropriate to that specific industry. The competent person trainer must evaluate the knowledge and skills of the competent persons as part of the training process.

#### 1.2.8 High Risk Activities

High Risk Activities are activities that involve work at heights, crane and rigging, excavations and trenching, scaffolding, electrical work, and confined space entry.

#### 1.2.9 High Visibility Accident

A High Visibility Accident is any mishap which may generate publicity or high visibility.

#### 1.2.10 Load Handling Equipment (LHE)

LHE is a term used to describe cranes, hoists and all other hoisting equipment (hoisting equipment means equipment, including crane, derricks, hoists and power operated equipment used with rigging to raise, lower or

horizontally move a load).

#### 1.2.11 Medical Treatment

Medical Treatment is treatment administered by a physician or by registered professional personnel under the standing orders of a physician. Medical treatment does not include first aid treatment even through provided by a physician or registered personnel.

#### 1.2.12 Near Miss

A Near Miss is a mishap resulting in no personal injury and zero property damage, but given a shift in time or position, damage or injury may have occurred (e.g., a worker falls off a scaffold and is not injured; a crane swings around to move the load and narrowly misses a parked vehicle).

#### 1.2.13 Operating Envelope

The Operating Envelope is the area surrounding any crane or load handling equipment. Inside this "envelope" is the crane, the operator, riggers and crane walkers, other personnel involved in the operation, rigging gear between the hook, the load, the crane's supporting structure (i.e. ground or rail), the load's rigging path, the lift and rigging procedure.

#### 1.2.14 Qualified Person (QP)

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

#### 1.2.15 Qualified Person, Fall Protection (QP for FP)

A QP for FP is a person meeting the requirements of EM 385-1-1 Appendix Q, and ASSE/SAFE Z359.0, with a recognized degree or professional certificate and with extensive knowledge, training and experience in the fall protection and rescue field who is capable of designing, analyzing, and evaluating and specifying fall protection and rescue systems.

#### 1.2.16 USACE Property and Equipment

Interpret "USACE" property and equipment specified in USACE EM 385-1-1 as Government property and equipment.

#### 1.2.17 Load Handling Equipment (LHE) Accident or Load Handling Equipment Mishap

A LHE accident occurs when any one or more of the eight elements in the operating envelope fails to perform correctly during operation, including operation during maintenance or testing resulting in personnel injury or death; material or equipment damage; dropped load; derailment; two-blocking; overload; or collision, including unplanned contact between the load, crane, or other objects. A dropped load, derailment, two-blocking, overload and collision are considered accidents, even though no material damage or injury occurs. A component failure (e.g., motor burnout, gear tooth failure, bearing failure) is not considered an accident solely due to material or equipment damage unless the component failure results in damage to other components (e.g., dropped boom, dropped

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load, or roll over). Document an LHE mishap or accident using the NAVFAC prescribed Navy Crane Center (NCC) accident form.

### 1.3 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

#### SD-01 Preconstruction Submittals

Accident Prevention Plan (APP)

#### SD-06 Test Reports

Monthly Exposure Reports  
Notifications and Reports  
Accident Reports  
LHE Inspection Reports

#### SD-07 Certificates

Contractor Safety Self-Evaluation Checklist  
Crane Operators/Riggers  
Standard Lift Plan  
Critical Lift Plan

Activity Hazard Analysis (AHA)  
Confined Space Entry Permit  
Hot Work Permit  
Certificate of Compliance

### 1.4 MONTHLY EXPOSURE REPORTS

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

### 1.5 CONTRACTOR SAFETY SELF-EVALUATION CHECKLIST

Contracting Officer will provide a "Contractor Safety Self-Evaluation Checklist" to the Contractor at the pre-construction conference. Complete the checklist monthly and submit with each request for payment voucher. An acceptable score of 90 or greater is required. Failure to submit the completed safety self-evaluation checklist or achieve a score of at least 90 may result in retention of up to 10 percent of the voucher.

### 1.6 REGULATORY REQUIREMENTS

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



### 1.6.1 Subcontractor Safety Requirements

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

#### 1.6.1.1 Experience Modification Rate (EMR)

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

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

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

$$(N/EH) \times 200,000$$

where:

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

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

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

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

1.7 SITE QUALIFICATIONS, DUTIES, AND MEETINGS

1.7.1 Personnel Qualifications

1.7.1.1 Site Safety and Health Officer (SSHO)

Provide an SSHO that meets the requirements of EM 385-1-1 Section 1. The SSHO must ensure that the requirements of 29 CFR 1926.16 are met for the project. Provide a Safety oversight team that includes a minimum of one (1) person at each project site to function as the SSHO. The SSHO or an equally-qualified Alternate SSHO must be at the work site at all times to implement and administer the Contractor's safety program and government-accepted APP. The SSHO and Alternate SSHO must have the required training, experience, and qualifications in accordance with EM 385-1-1 Section 01.A.17, and all associated sub-paragraphs.

If the SSHO is off-site for a period longer than 24 hours, an equally-qualified alternate SSHO must be provided and must fulfill the same roles and responsibilities as the primary SSHO. When the SSHO is temporarily (up to 24 hours) off-site, a Designated Representative (DR), as identified in the AHA may be used in lieu of an Alternate SSHO, and must be on the project site at all times when work is being performed. Note that the DR is a collateral duty safety position, with safety duties in addition to their full time occupation.

1.7.1.1.1 Additional Site Safety and Health Officer (SSHO) Requirements and Duties

The SSHO may also serve as the Quality Control Manager. The SSHO may also serve as the Superintendent.

1.7.1.2 Competent Person Qualifications

Provide Competent Persons in accordance with EM 385-1-1, Appendix Q and herein. Competent Persons for high risk activities include confined space, cranes and rigging, excavation/trenching, fall protection, and electrical work. The CP for these activities must be designated in writing, and meet the requirements for the specific activity (i.e. competent person, fall protection).

The Competent Person identified in the Contractor's Safety and Health Program and accepted APP, must be on-site at all times when the work that presents the hazards associated with their professional expertise is being performed. Provide the credentials of the Competent Persons(s) to the the Contracting Officer for information in consultation with the Safety Office.

1.7.1.2.1 Competent Person for Confined Space Entry

Provide a Confined Space (CP) Competent Person who meets the requirements of EM 385-1-1, Appendix Q, and herein. The CP for Confined Space Entry must supervise the entry into each confined space in accordance with EM 385-1-1, Section 34.

1.7.1.2.2 Competent Person for Scaffolding

Provide a Competent Person for Scaffolding who meets the requirements of EM 385-1-1, Section 22.B.02 and herein.

#### 1.7.1.2.3 Competent Person for Fall Protection

Provide a Competent Person for Fall Protection who meets the requirements of EM 385-1-1, Section 21.C.04, 21.B.03, and herein.

#### 1.7.1.3 Qualified Trainer Requirements

Individuals qualified to instruct the 40 hour contract safety awareness course, or portions thereof, must meet the definition of a Competent Person Trainer, and, at a minimum, possess a working knowledge of the following subject areas: EM 385-1-1, Electrical Standards, Lockout/Tagout, Fall Protection, Confined Space Entry for Construction; Excavation, Trenching and Soil Mechanics, and Scaffolds in accordance with 29 CFR 1926.450, Subpart L.

Instructors are required to:

- a. Prepare class presentations that cover construction-related safety requirements.
- b. Ensure that all attendees attend all sessions by using a class roster signed daily by each attendee. Maintain copies of the roster for at least five (5) years. This is a certification class and must be attended 100 percent. In cases of emergency where an attendee cannot make it to a session, the attendee can make it up in another class session for the same subject.
- c. Update training course materials whenever an update of the EM 385-1-1 becomes available.
- d. Provide a written exam of at least 50 questions. Students are required to answer 80 percent correctly to pass.
- e. Request, review and incorporate student feedback into a continuous course improvement program.

#### 1.7.1.4 Crane Operators/Riggers

Provide Operators, Signal Persons, and Riggers meeting the requirements in EM 385-1-1, Section 15.B for Riggers and Section 16.B for Crane Operators and Signal Persons. Provide proof of current qualification.

#### 1.7.2 Personnel Duties

##### 1.7.2.1 Duties of the Site Safety and Health Officer (SSHO)

The SSHO must:

- a. Conduct daily safety and health inspections and maintain a written log which includes area/operation inspected, date of inspection, identified hazards, recommended corrective actions, estimated and actual dates of corrections. Attach safety inspection logs to the Contractors' daily production report.
- b. Conduct mishap investigations and complete required accident reports. Report mishaps and near misses.
- c. Use and maintain OSHA's Form 300 to log work-related injuries and illnesses occurring on the project site for Prime Contractors and

subcontractors, and make available to the Contracting Officer upon request. Post and maintain the Form 300A on the site Safety Bulletin Board.

- d. Maintain applicable safety reference material on the job site.
- e. Attend the pre-construction conference, pre-work meetings including preparatory meetings, and periodic in-progress meetings.
- f. Review the APP and AHAs for compliance with EM 385-1-1, and approve, sign, implement and enforce them.
- g. Establish a Safety and Occupational Health (SOH) Deficiency Tracking System that lists and monitors outstanding deficiencies until resolution.
- h. Ensure subcontractor compliance with safety and health requirements.
- i. Maintain a list of hazardous chemicals on site and their Safety Data Sheets (SDS).
- j. Maintain a weekly list of high hazard activities involving energy, equipment, excavation, entry into confined space, and elevation, and be prepared to discuss details during QC Meetings.
- k. Provide and keep a record of site safety orientation and indoctrination for Contractor employees, subcontractor employees, and site visitors.

Superintendent, QC Manager, and SSHO are subject to dismissal if the above duties are not being effectively carried out. If Superintendent, QC Manager, or SSHO are dismissed, project work will be stopped and will not be allowed to resume until a suitable replacement is approved and the above duties are again being effectively carried out.

### 1.7.3 Meetings

#### 1.7.3.1 Preconstruction Conference

- a. Contractor representatives who have a responsibility or significant role in accident prevention on the project must attend the preconstruction conference. This includes the project superintendent, SSHO, QC manager, or any other assigned safety and health professionals who participated in the development of the APP (including the AHAs and special plans, program and procedures associated with it).
- b. Discuss the details of the submitted APP to include incorporated plans, programs, procedures and a listing of anticipated AHAs that will be developed and implemented during the performance of the contract. This list of proposed AHAs will be reviewed at the conference and an agreement will be reached between the Contractor and the Contracting Officer as to which phases will require an analysis. In addition, establish a schedule for the preparation, submittal, and Government review of AHAs to preclude project delays.
- c. Deficiencies in the submitted APP, identified during the Contracting Officer's review, must be corrected, and the APP re-submitted for review prior to the start of construction. Work is not permitted to

begin until an APP is established that is acceptable to the Contracting Officer.

#### 1.7.3.2 Safety Meetings

Conduct safety meetings to review past activities, plan for new or changed operations, review pertinent aspects of appropriate AHA (by trade), establish safe working procedures for anticipated hazards, and provide pertinent Safety and Occupational Health (SOH) training and motivation. Conduct meetings at least once a month for all supervisors on the project location. The SSHO, supervisors, foremen, or CDSOs must conduct meetings at least once a week for the trade workers. Document meeting minutes to include the date, persons in attendance, subjects discussed, and names of individual(s) who conducted the meeting. Maintain documentation on-site and furnish copies to the Contracting Officer on request. Notify the Contracting Officer of all scheduled meetings 7 calendar days in advance.

#### 1.8 ACCIDENT PREVENTION PLAN (APP)

A qualified person must prepare the written site-specific APP. Prepare the APP in accordance with the format and requirements of EM 385-1-1, Appendix A, and as supplemented herein. Cover all paragraph and subparagraph elements in EM 385-1-1, Appendix A. The APP must be job-specific and address any unusual or unique aspects of the project or activity for which it is written. The APP must interface with the Contractor's overall safety and health program referenced in the APP in the applicable APP element, and made site-specific. Describe the methods to evaluate past safety performance of potential subcontractors in the selection process. Also, describe innovative methods used to ensure and monitor safe work practices of subcontractors. The Government considers the Prime Contractor to be the "controlling authority" for all work site safety and health of the subcontractors. Contractors are responsible for informing their subcontractors of the safety provisions under the terms of the contract and the penalties for noncompliance, coordinating the work to prevent one craft from interfering with or creating hazardous working conditions for other crafts, and inspecting subcontractor operations to ensure that accident prevention responsibilities are being carried out. The APP must be signed by an officer of the firm (Prime Contractor senior person), the individual preparing the APP, the on-site superintendent, the designated SSHO, the Contractor QC Manager, and any designated Certified Safety Professional (CSP) or Certified Health Physicist (CIH). The SSHO must provide and maintain the APP and a log of signatures by each subcontractor foreman, attesting that they have read and understand the APP, and make the APP and log available on-site to the Contracting Officer. If English is not the foreman's primary language, the Prime Contractor must provide an interpreter.

Submit the APP to the Contracting Officer 15 calendar days prior to the date of the preconstruction conference for acceptance. Work cannot proceed without an accepted APP. Once reviewed and accepted by the Contracting Officer, the APP and attachments will be enforced as part of the contract. Disregarding the provisions of this contract or the accepted APP is cause for stopping of work, at the discretion of the Contracting Officer, until the matter has been rectified. Continuously review and amend the APP, as necessary, throughout the life of the contract. Changes to the accepted APP must be made with the knowledge and concurrence of the Contracting Officer, project superintendent, SSHO and QC Manager. Incorporate unusual or high-hazard activities not identified in the original APP as they are discovered. Should any severe hazard

exposure (i.e. imminent danger) become evident, stop work in the area, secure the area, and develop a plan to remove the exposure and control the hazard. Notify the Contracting Officer within 24 hours of discovery. Eliminate and remove the hazard. In the interim, take all necessary action to restore and maintain safe working conditions in order to safeguard onsite personnel, visitors, the public (as defined by ASSE/SAFE A10.34), and the environment.

#### 1.8.1 Names and Qualifications

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

- a. Names and qualifications (resumes including education, training, experience and certifications) of site safety and health personnel designated to perform work on this project to include the designated SSHO and other competent and qualified personnel to be used. Specify the duties of each position.
- b. Qualifications of competent and of qualified persons. As a minimum, designate and submit qualifications of competent persons for each of the following major areas: excavation; scaffolding; fall protection; hazardous energy; confined space; health hazard recognition, evaluation and control of chemical, physical and biological agents; and personal protective equipment and clothing to include selection, use and maintenance.

#### 1.8.2 Plans

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

##### 1.8.2.1 Confined Space Entry Plan

Develop a confined or enclosed space entry plan in accordance with EM 385-1-1, applicable OSHA standards 29 CFR 1910, 29 CFR 1915, and 29 CFR 1926, OSHA Directive CPL 2.100, and any other federal, state and local regulatory requirements identified in this contract. Identify the qualified person's name and qualifications, training, and experience. Delineate the qualified person's authority to direct work stoppage in the event of hazardous conditions. Include procedure for rescue by contractor personnel and the coordination with emergency responders. (If there is no confined space work, include a statement that no confined space work exists and none will be created.)

##### 1.8.2.2 Standard Lift Plan (SLP)

Plan lifts to avoid situations where the operator cannot maintain safe control of the lift. Prepare a written SLP in accordance with EM 385-1-1, Section 16.A.03, using Form 16-2 for every lift or series of lifts (if duty cycle or routine lifts are being performed). The SLP must be developed, reviewed and accepted by all personnel involved in the lift in conjunction with the associated AHA. Signature on the AHA constitutes acceptance of the plan. Maintain the SLP on the LHE for the current lift(s) being made. Maintain historical SLPs for a minimum of 3 months.

##### 1.8.2.3 Critical Lift Plan - Crane or Load Handling Equipment

Provide a Critical Lift Plan as required by EM 385-1-1, Section 16.H.01,

using Form 16-3. In addition, Critical Lift Plans are required for the following:

- a. Lifts over 50 percent of the capacity of barge mounted mobile crane's hoist.
- b. When working around energized power lines where the work will get closer than the minimum clearance distance in EM 385-1-1 Table 16-1.
- c. For lifts with anticipated binding conditions.
- d. When erecting cranes.

#### 1.8.2.3.1 Critical Lift Plan Planning and Schedule

Critical lifts require detailed planning and additional or unusual safety precautions. Develop and submit a critical lift plan to the Contracting Officer 30 calendar days prior to critical lift. Comply with load testing requirements in accordance with EM 385-1-1, Section 16.F.03.

#### 1.8.2.3.2 Lifts of Personnel

In addition to the requirements of EM 385-1-1, Section 16.H.02, for lifts of personnel, demonstrate compliance with the requirements of 29 CFR 1926.1400 and EM 385-1-1, Section 16.T.

#### 1.8.2.4 Multi-Purpose Machines, Material Handling Equipment, and Construction Equipment Lift Plan

Multi-purpose machines, material handling equipment, and construction equipment used to lift loads that are suspended by rigging gear, require proof of authorization from the machine OEM that the machine is capable of making lifts of loads suspended by rigging equipment. Written approval from a qualified registered professional engineer, after a safety analysis is performed, is allowed in lieu of the OEM's approval. Demonstrate that the operator is properly trained and that the equipment is properly configured to make such lifts and is equipped with a load chart.

#### 1.8.2.5 Fall Protection and Prevention (FP&P) Plan

The plan must comply with the requirements of EM 385-1-1, Section 21.D and ASSE/SAFE Z359.2, be site specific, and address all fall hazards in the work place and during different phases of construction. Address how to protect and prevent workers from falling to lower levels when they are exposed to fall hazards above 6 feet. A competent person or qualified person for fall protection must prepare and sign the plan documentation. Include FP&P systems, equipment and methods employed for every phase of work, roles and responsibilities, assisted rescue, self-rescue and evacuation procedures, training requirements, and monitoring methods. Review and revise, as necessary, the FP&P Plan documentation as conditions change, but at a minimum every six months, for lengthy projects, reflecting any changes during the course of construction due to changes in personnel, equipment, systems or work habits. Keep and maintain the accepted FP&P Plan documentation at the job site for the duration of the project. Include the FP&P Plan documentation in the APP.

#### 1.8.2.6 Rescue and Evacuation Plan

Provide a Rescue and Evacuation Plan in accordance with EM 385-1-1 Section

21.N and ASSE/SAFE Z359.2, and include in the FP&P Plan and as part of the APP. Include a detailed discussion of the following: methods of rescue; methods of self-rescue; equipment used; training requirement; specialized training for the rescuers; procedures for requesting rescue and medical assistance; and transportation routes to a medical facility.

#### 1.8.2.7 Hazardous Energy Control Program (HECP)

Develop a HECP in accordance with EM 385-1-1 Section 12, 29 CFR 1910.147, 29 CFR 1910.333, 29 CFR 1915.89, ASSE/SAFE Z244.1, and ASSE/SAFE A10.44. Submit this HECP as part of the APP. Conduct a preparatory meeting and inspection with all effected personnel to coordinate all HECP activities. Document this meeting and inspection in accordance with EM 385-1-1, Section 12.A.02. Ensure that each employee is familiar with and complies with these procedures.

#### 1.9 ACTIVITY HAZARD ANALYSIS (AHA)

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

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

##### 1.9.1 AHA Management

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

##### 1.9.2 AHA Signature Log

Each employee performing work as part of an activity, task or DFW must review the AHA for that work and sign a signature log specifically maintained for that AHA prior to starting work on that activity. The SSHO must maintain a signature log on site for every AHA. Provide employees whose primary language is other than English with an interpreter to ensure a clear understanding of the AHA and its contents.



1.10 DISPLAY OF SAFETY INFORMATION

1.10.1 Safety Bulletin Board

Within one calendar day after commencement of work, erect a safety bulletin board at the job site. Where size, duration, or logistics of project do not facilitate a bulletin board, an alternative method, acceptable to the Contracting Officer, that is accessible and includes all mandatory information for employee and visitor review, may be deemed as meeting the requirement for a bulletin board. Include and maintain information on safety bulletin board as required by EM 385-1-1, Section 01.A.07. Additional items required to be posted include:

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

1.10.2 Safety and Occupational Health (SOH) Deficiency Tracking System

Establish a SOH deficiency tracking system that lists and monitors the status of SOH deficiencies in chronological order. Use the tracking system to evaluate the effectiveness of the APP. A monthly evaluation of the data must be discussed in the QC or SOH meeting with everyone on the project. The list must be posted on the project bulletin board and updated daily, and provide the following information:

- a. Date deficiency identified;
- b. Description of deficiency;
- c. Name of person responsible for correcting deficiency;
- d. Projected resolution date;
- e. Date actually resolved.

1.11 SITE SAFETY REFERENCE MATERIALS

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

1.12 EMERGENCY MEDICAL TREATMENT

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

1.13 NOTIFICATIONS and REPORTS

1.13.1 Mishap Notification

Notify the Contracting Officer as soon as practical, but no more than twenty-four hours, after any mishaps, including recordable accidents, incidents, and near misses, as defined in EM 385-1-1 Appendix Q, any report of injury, illness, or any property damage. For LHE or rigging mishaps, notify the Contracting Officer as soon as practical but not more than 4 hours after mishap. The Contractor is responsible for obtaining appropriate medical and emergency assistance and for notifying fire, law enforcement, and regulatory agencies. Immediate reporting is required for electrical mishaps, to include Arc Flash; shock; uncontrolled release of hazardous energy (includes electrical and non-electrical); load handling equipment or rigging; fall from height (any level other than same surface); and underwater diving. These mishaps must be investigated in

depth to identify all causes and to recommend hazard control measures.

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

#### 1.13.2 Accident Reports

- a. Conduct an accident investigation for recordable injuries and illnesses, property damage, and near misses as defined in EM 385-1-1, to establish the root cause(s) of the accident. Complete the applicable NAVFAC Contractor Incident Reporting System (CIRS), and electronically submit via the NAVFAC Enterprise Safety Applications Management System (ESAMS). Complete and submit an accident investigation report in ESAMS within 5 days for mishaps defined in EM 385-1-1 01.D.03 and 10 days for accidents defined by EM 385-1-1 01.D.05. Complete an investigation report within 30 days for those mishaps defined by EM 385-1-1 01.D.04. Mishaps defined by EM 385-1-1 01.D.04 and 01.D.05 must include a written report submitted as an attachment in ESAMS using the following outline: (1) Mishap summary description to include process, findings and outcomes; (2) Root Cause; (3) Direct Factors; (4) Indirect and Contributing Factors; (5) Corrective Actions; and (6) Recommendations. The Contracting Officer will provide copies of any required or special forms.
- b. Near Misses: For Navy Projects, complete the applicable documentation in NAVFAC CIRS, and electronically submit via the NAVFAC ESAMS. Near miss reports are considered positive and proactive Contractor safety management actions.
- c. Conduct an accident investigation for any load handling equipment accident (including rigging accidents) to establish the root cause(s) of the accident. Complete the LHE Accident Report (Crane and Rigging Accident Report) form and provide the report to the Contracting Officer within 30 calendar days of the accident. Do not proceed with crane operations until cause is determined and corrective actions have been implemented to the satisfaction of the Contracting Officer. The Contracting Officer will provide a blank copy of the accident report form.

#### 1.13.3 LHE Inspection Reports

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

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

Provide a FORM 16-1 Certificate of Compliance for LHE entering an activity under this contract and in accordance with EM 385-1-1. Post certifications on the crane.

Develop a Standard Lift Plan (SLP) in accordance with EM 385-1-1, Section

16.H.03 using Form 16-2 Standard Pre-Lift Crane Plan/Checklist for each lift planned. Submit SLP to the Contracting Officer for approval within 15 calendar days in advance of planned lift.

#### 1.14 HOT WORK

##### 1.14.1 Permit and Personnel Requirements

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

When starting work in the facility, require personnel to familiarize themselves with the location of the nearest fire alarm boxes and place in memory the emergency Fire Department phone number (911). REPORT ANY FIRE, NO MATTER HOW SMALL, TO THE MCAS CHERRY POINT FIRE DEPARTMENT IMMEDIATELY.

##### 1.14.2 Work Around Flammable Materials

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

Whenever these materials, except beryllium and chromium (VI), are encountered in indoor operations, local mechanical exhaust ventilation systems that are sufficient to reduce and maintain personal exposures to within acceptable limits must be used and maintained in accordance with manufacturer's instruction and supplemented by exceptions noted in EM 385-1-1, Section 06.H

#### 1.15 CONFINED SPACE ENTRY REQUIREMENTS

Confined space entry must comply with Section 34 of EM 385-1-1, OSHA 29 CFR 1926, OSHA 29 CFR 1910, OSHA 29 CFR 1910.146, and OSHA Directive CPL 2.100. Any potential for a hazard in the confined space requires a permit system to be used.

##### 1.15.1 Entry Procedures

Prohibit entry into a confined space by personnel for any purpose, including hot work, until the qualified person has conducted appropriate tests to ensure the confined or enclosed space is safe for the work intended and that all potential hazards are controlled or eliminated and documented. Comply with EM 385-1-1, Section 34 for entry procedures. Hazards pertaining to the space must be reviewed with each employee during review of the AHA.

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1.15.2 Forced Air Ventilation

Forced air ventilation is required for all confined space entry operations and the minimum air exchange requirements must be maintained to ensure exposure to any hazardous atmosphere is kept below its action level.

1.15.3 Sewer Wet Wells

Sewer wet wells require continuous atmosphere monitoring with audible alarm for toxic gas detection.

1.15.4 Rescue Procedures and Coordination with Local Emergency Responders

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

1.16 SEVERE STORM PLAN

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

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

PART 2 PRODUCTS

2.1 CONFINED SPACE SIGNAGE

Provide permanent signs integral to or securely attached to access covers for new permit-required confined spaces. Signs for confined spaces must comply with NEMA Z535.2. Signs wording: "DANGER--PERMIT-REQUIRED CONFINED SPACE, DO NOT ENTER" in bold letters a minimum of one inch in height and constructed to be clearly legible with all paint removed. The signal word "DANGER" must be red and readable from 5 feet.

PART 3 EXECUTION

3.1 CONSTRUCTION AND OTHER WORK

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

PPE is governed in all areas by the nature of the work the employee is performing. Use personal hearing protection at all times in designated noise hazardous areas or when performing noise hazardous tasks. Safety glasses must be worn or carried/available on each person. Mandatory PPE includes:

- a. Hard Hat
- b. Long Pants
- c. Appropriate Safety Shoes

d. Appropriate Class Reflective Vests

3.1.1 Worksite Communication

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

3.1.2 Hazardous Material Use

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

3.1.3 Hazardous Material Exclusions

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

3.1.4 Unforeseen Hazardous Material

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

3.2 UTILITY OUTAGE REQUIREMENTS

Apply for utility outages at least 15 days in advance. At a minimum, the written request must include the location of the outage, utilities being affected, duration of outage, any necessary sketches, and a description of the means to fulfill energy isolation requirements in accordance with EM 385-1-1, Section 11.A.02 (Isolation). Some examples of energy

isolation devices and procedures are highlighted in EM 385-1-1, Section 12.D. In accordance with EM 385-1-1, Section 12.A.01, where outages involve Government or Utility personnel, coordinate with the Government on all activities involving the control of hazardous energy.

These activities include, but are not limited to, a review of HECP and HEC procedures, as well as applicable AHAs. In accordance with EM 385-1-1, Section 11.A.02 and NFPA 70E, work on energized electrical circuits must not be performed without prior government authorization. Government permission is considered through the permit process and submission of a detailed AHA. Energized work permits are considered only when de-energizing introduces additional or increased hazard or when de-energizing is infeasible.

### 3.3 OUTAGE COORDINATION MEETING

After the utility outage request is approved and prior to beginning work on the utility system requiring shut-down, conduct a pre-outage coordination meeting in accordance with EM 385-1-1, Section 12.A. This meeting must include the Prime Contractor, the Prime and subcontractors performing the work, the Contracting Officer, and the Installation representative. All parties must fully coordinate HEC activities with one another. During the coordination meeting, all parties must discuss and coordinate on the scope of work, HEC procedures (specifically, the lock-out/tag-out procedures for worker and utility protection), the AHA, assurance of trade personnel qualifications, identification of competent persons, and compliance with HECP training in accordance with EM 385-1-1, Section 12.C. Clarify when personal protective equipment is required during switching operations, inspection, and verification.

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

Provide and operate a Hazardous Energy Control Program (HECP) in accordance with EM 385-1-1 Section 12, 29 CFR 1910.333, 29 CFR 1915.89, ASSE/SAFE A10.44, NFPA 70E, and paragraph HAZARDOUS ENERGY CONTROL PROGRAM (HECP).

#### 3.4.1 Safety Preparatory Inspection Coordination Meeting with the Government or Utility

For electrical distribution equipment that is to be operated by Government or Utility personnel, the Prime Contractor and the subcontractor performing the work must attend the safety preparatory inspection coordination meeting, which will also be attended by the Contracting Officer's Representative, and required by EM 385-1-1, Section 12.A.02. The meeting will occur immediately preceding the start of work and following the completion of the outage coordination meeting. Both the safety preparatory inspection coordination meeting and the outage coordination meeting must occur prior to conducting the outage and commencing with lockout/tagout procedures.

#### 3.4.2 Lockout/Tagout Isolation

Where the Government or Utility performs equipment isolation and lockout/tagout, the Contractor must place their own locks and tags on each energy-isolating device and proceed in accordance with the HECP. Before any work begins, both the Contractor and the Government or Utility must perform energy isolation verification testing while wearing required PPE detailed in the Contractor's AHA and required by EM 385-1-1, Sections 05.I

and 11.B. Install personal protective grounds, with tags, to eliminate the potential for induced voltage in accordance with EM 385-1-1, Section 12.E.06.

### 3.4.3 Lockout/Tagout Removal

Upon completion of work, conduct lockout/tagout removal procedure in accordance with the HECF. In accordance with EM 385-1-1, Section 12.E.08, each lock and tag must be removed from each energy isolating device by the authorized individual or systems operator who applied the device. Provide formal notification to the Government (by completing the Government form if provided by Contracting Officer's Representative), confirming that steps of de-energization and lockout/tagout removal procedure have been conducted and certified through inspection and verification. Government or Utility locks and tags used to support the Contractor's work will not be removed until the authorized Government employee receives the formal notification.

## 3.5 FALL PROTECTION PROGRAM

Establish a fall protection program, for the protection of all employees exposed to fall hazards. Within the program include company policy, identify roles and responsibilities, education and training requirements, fall hazard identification, prevention and control measures, inspection, storage, care and maintenance of fall protection equipment and rescue and evacuation procedures in accordance with ASSE/SAFE Z359.2 and EM 385-1-1, Sections 21.A and 21.D.

### 3.5.1 Training

Institute a fall protection training program. As part of the Fall Protection Program, provide training for each employee who might be exposed to fall hazards. Provide training by a competent person for fall protection in accordance with EM 385-1-1, Section 21.C. Document training and practical application of the competent person in accordance with EM 385-1-1, Section 21.C.04 and ASSE/SAFE Z359.2 in the AHA.

### 3.5.2 Fall Protection Equipment and Systems

Enforce use of personal fall protection equipment and systems designated (to include fall arrest, restraint, and positioning) for each specific work activity in the Site Specific FP&P Plan and AHA at all times when an employee is exposed to a fall hazard. Protect employees from fall hazards as specified in EM 385-1-1, Section 21.

Provide personal fall protection equipment, systems, subsystems, and components that comply with EM 385-1-1 Section 21.I, 29 CFR 1926.500 Subpart M, ASSE/SAFE Z359.0, ASSE/SAFE Z359.1, ASSE/SAFE Z359.2, ASSE/SAFE Z359.3, ASSE/SAFE Z359.4, ASSE/SAFE Z359.6, ASSE/SAFE Z359.7, ASSE/SAFE Z359.11, ASSE/SAFE Z359.12, ASSE/SAFE Z359.13, ASSE/SAFE Z359.14, and ASSE/SAFE Z359.15.

#### 3.5.2.1 Additional Personal Fall Protection

In addition to the required fall protection systems, other protection such as safety skiffs, personal floatation devices, and life rings are required when working above or next to water in accordance with EM 385-1-1, Sections 21.0 through 21.0.06. Personal fall protection systems and equipment are required when working from an articulating or extendible

boom, swing stages, or suspended platform. In addition, personal fall protection systems are required when operating other equipment such as scissor lifts. The need for tying-off in such equipment is to prevent ejection of the employee from the equipment during raising, lowering, travel, or while performing work.

### 3.5.2.2 Personal Fall Protection Harnesses

Only a full-body harness with a shock-absorbing lanyard or self-retracting lanyard is an acceptable personal fall arrest body support device. The use of body belts is not acceptable. Harnesses must have a fall arrest attachment affixed to the body support (usually a Dorsal D-ring) and specifically designated for attachment to the rest of the system. Snap hooks and carabiners must be self-closing and self-locking, capable of being opened only by at least two consecutive deliberate actions and have a minimum gate strength of 3,600 lbs in all directions. Use webbing, straps, and ropes made of synthetic fiber. The maximum free fall distance when using fall arrest equipment must not exceed 6 feet, unless the proper energy absorbing lanyard is used. Always take into consideration the total fall distance and any swinging of the worker (pendulum-like motion), that can occur during a fall, when attaching a person to a fall arrest system. All full body harnesses must be equipped with Suspension Trauma Preventers such as stirrups, relief steps, or similar in order to provide short-term relief from the effects of orthostatic intolerance in accordance with EM 385-1-1, Section 21.I.06.

### 3.5.3 Fall Protection for Roofing Work

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

#### a. Low Sloped Roofs:

- (1) For work within 6 feet of an edge, on a roof having a slope less than or equal to 4:12 (vertical to horizontal), protect personnel from falling by use of personal fall arrest/restraint systems, guardrails, or safety nets. A safety monitoring system is not adequate fall protection and is not authorized. Provide in accordance with 29 CFR 1926.500.
- (2) For work greater than 6 feet from an edge, erect and install warning lines in accordance with 29 CFR 1926.500 and EM 385-1-1, Section L.

#### b. Steep-Sloped Roofs: Work on a roof having a slope greater than 4:12 (vertical to horizontal) requires a personal fall arrest system, guardrails with toe-boards, or safety nets. This requirement also applies to residential or housing type construction.

### 3.5.4 Horizontal Lifelines (HLL)

Provide HLL in accordance with EM 385-1-1, Section 21.I.08.d.2. Commercially manufactured horizontal lifelines (HLL) must be designed, installed, certified and used under the supervision of a qualified person, for fall protection as part of a complete fall arrest system which maintains a safety factor of 2 (29 CFR 1926.500). The competent person for fall protection may (if deemed appropriate by the qualified person)



supervise the assembly, disassembly, use and inspection of the HLL system under the direction of the qualified person. Locally manufactured HLLs are not acceptable unless they are custom designed for limited or site specific applications by a Registered Professional Engineer who is qualified in designing HLL systems.

### 3.5.5 Guardrails and Safety Nets

Design, install and use guardrails and safety nets in accordance with EM 385-1-1, Section 21.F.01 and 29 CFR 1926 Subpart M.

### 3.5.6 Rescue and Evacuation Plan and Procedures

When personal fall arrest systems are used, ensure that the mishap victim can self-rescue or can be rescued promptly should a fall occur. Prepare a Rescue and Evacuation Plan and include a detailed discussion of the following: methods of rescue; methods of self-rescue or assisted-rescue; equipment used; training requirement; specialized training for the rescuers; procedures for requesting rescue and medical assistance; and transportation routes to a medical facility. Include the Rescue and Evacuation Plan within the AHA for the phase of work, in the FP&P Plan, and the APP. The plan must comply with the requirements of EM 385-1-1, ASSE/SAFE Z359.2, and ASSE/SAFE Z359.4.

## 3.6 WORK PLATFORMS

### 3.6.1 Scaffolding

Provide employees with a safe means of access to the work area on the scaffold. Climbing of any scaffold braces or supports not specifically designed for access is prohibited. Comply with the following requirements:

- a. Scaffold platforms greater than 20 feet in height must be accessed by use of a scaffold stair system.
- b. Ladders commonly provided by scaffold system manufacturers are prohibited for accessing scaffold platforms greater than 20 feet maximum in height.
- c. An adequate gate is required.
- d. Employees performing scaffold erection and dismantling must be qualified.
- e. Scaffold must be capable of supporting at least four times the maximum intended load, and provide appropriate fall protection as delineated in the accepted FP&P plan.
- f. Stationary scaffolds must be attached to structural building components to safeguard against tipping forward or backward.
- g. Special care must be given to ensure scaffold systems are not overloaded.
- h. Side brackets used to extend scaffold platforms on self-supported scaffold systems for the storage of material are prohibited. The first tie-in must be at the height equal to 4 times the width of the smallest dimension of the scaffold base.

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- i. Scaffolding other than suspended types must bear on base plates upon wood mudsills (2 in x 10 in x 8 in minimum) or other adequate firm foundation.
- j. Scaffold or work platform erectors must have fall protection during the erection and dismantling of scaffolding or work platforms that are more than 6 feet.
- k. Delineate fall protection requirements when working above 6 feet or above dangerous operations in the FP&P Plan and AHA for the phase of work.

3.6.2 Elevated Aerial Work Platforms (AWPs)

Workers must be anchored to the basket or bucket in accordance with manufacturer's specifications and instructions (anchoring to the boom may only be used when allowed by the manufacturer and permitted by the CP). Lanyards used must be sufficiently short to prohibit worker from climbing out of basket. The climbing of rails is prohibited. Lanyards with built-in shock absorbers are acceptable. Self-retracting devices are not acceptable. Tying off to an adjacent pole or structure is not permitted unless a safe device for 100 percent tie-off is used for the transfer.

Use of AWPs must be operated, inspected, and maintained as specified in the operating manual for the equipment and delineated in the AHA. Operators of AWPs must be designated as qualified operators by the Prime Contractor. Maintain proof of qualifications on site for review and include in the AHA.

3.7 EQUIPMENT

3.7.1 Material Handling Equipment (MHE)

- a. Material handling equipment such as forklifts must not be modified with work platform attachments for supporting employees unless specifically delineated in the manufacturer's printed operating instructions. Material handling equipment fitted with personnel work platform attachments are prohibited from traveling or positioning while personnel are working on the platform.
- b. The use of hooks on equipment for lifting of material must be in accordance with manufacturer's printed instructions. Material Handling Equipment Operators must be trained in accordance with OSHA 29 CFR 1910, Subpart N.
- c. Operators of forklifts or power industrial trucks must be licensed in accordance with OSHA.

3.7.2 Load Handling Equipment (LHE)

The following requirements apply. In exception, these requirements do not apply to commercial truck mounted and articulating boom cranes used solely to deliver material and supplies (not prefabricated components, structural steel, or components of a systems-engineered metal building) where the lift consists of moving materials and supplies from a truck or trailer to the ground; to cranes installed on mechanics trucks that are used solely in the repair of shore-based equipment; to crane that enter the activity but are not used for lifting; nor to other machines not used to lift loads suspended by rigging equipment. However, LHE accidents occurring during

such operations must be reported.

- a. Equip cranes and derricks as specified in EM 385-1-1, Section 16.
- b. Notify the Contracting Officer 15 working days in advance of any LHE entering the activity, in accordance with EM 385-1-1, Section 16.A.02, so that necessary quality assurance spot checks can be coordinated. Prior to cranes entering federal activities, a Crane Access Permit must be obtained from the Contracting Officer. A copy of the permitting process will be provided at the Preconstruction Conference. Contractor's operator must remain with the crane during the spot check. Rigging gear must comply with OSHA, ASME B30.9 Standards.
- c. Comply with the LHE manufacturer's specifications and limitations for erection and operation of cranes and hoists used in support of the work. Perform erection under the supervision of a designated person (as defined in ASME B30.5). Perform all testing in accordance with the manufacturer's recommended procedures.
- d. Comply with ASME B30.5 for mobile and locomotive cranes, ASME B30.22 for articulating boom cranes, ASME B30.3 for construction tower cranes, ASME B30.8 for floating cranes and floating derricks, ASME B30.9 for slings, ASME B30.20 for below the hook lifting devices and ASME B30.26 for rigging hardware.
- e. When operating in the vicinity of overhead transmission lines, operators and riggers must be alert to this special hazard and follow the requirements of EM 385-1-1 Section 11, and ASME B30.5 or ASME B30.22 as applicable.
- f. Do not use crane suspended personnel work platforms (baskets) unless the Contractor proves that using any other access to the work location would provide a greater hazard to the workers or is impossible. Do not lift personnel with a line hoist or friction crane. Additionally, submit a specific AHA for this work to the Contracting Officer. Ensure the activity and AHA are thoroughly reviewed by all involved personnel.
- g. Inspect, maintain, and recharge portable fire extinguishers as specified in NFPA 10, Standard for Portable Fire Extinguishers.
- h. All employees must keep clear of loads about to be lifted and of suspended loads, except for employees required to handle the load.
- i. Use cribbing when performing lifts on outriggers.
- j. The crane hook/block must be positioned directly over the load. Side loading of the crane is prohibited.
- k. A physical barricade must be positioned to prevent personnel access where accessible areas of the LHE's rotating superstructure poses a risk of striking, pinching or crushing personnel.
- l. Maintain inspection records in accordance by EM 385-1-1, Section 16.D, including shift, monthly, and annual inspections, the signature of the person performing the inspection, and the serial number or other identifier of the LHE that was inspected. Records must be available for review by the Contracting Officer.

- m. Maintain written reports of operational and load testing in accordance with EM 385-1-1, Section 16.F, listing the load test procedures used along with any repairs or alterations performed on the LHE. Reports must be available for review by the Contracting Officer.
- n. Certify that all LHE operators have been trained in proper use of all safety devices (e.g. anti-two block devices).
- o. Take steps to ensure that wind speed does not contribute to loss of control of the load during lifting operations. At wind speeds greater than 20 mph, the operator, rigger and lift supervisor must cease all crane operations, evaluate conditions and determine if the lift may proceed. Base the determination to proceed or not on wind calculations per the manufacturer and a reduction in LHE rated capacity if applicable. Include this maximum wind speed determination as part of the AHA plan for that operation.
- p. On mobile cranes, lifts where the load weight is greater than 90 percent of the equipment's capacity are prohibited.

### 3.7.3 Machinery and Mechanized Equipment

- a. Proof of qualifications for operator must be kept on the project site for review.
- b. Manufacture specifications or owner's manual for the equipment must be on-site and reviewed for additional safety precautions or requirements that are sometimes not identified by OSHA or USACE EM 385-1-1. Incorporate such additional safety precautions or requirements into the AHAs.

### 3.7.4 Base Mounted Drum Hoists

- a. Operation of base mounted drum hoists must comply with EM 385-1-1 and ASSE/SAFE A10.22.
- b. Rigging gear must comply with applicable ASME/OSHA standards
- c. When used on telecommunication towers, base mounted drum hoists must comply with TIA-1019, TIA-222, ASME B30.7, 29 CFR 1926.552, and 29 CFR 1926.553.
- d. When used to hoist personnel, the AHA must include a written standard operating procedure. Operators must have a physical examination in accordance with EM 385-1-1 Section 16.B.05 and trained, at a minimum, in accordance with EM 385-1-1 Section 16.U and 16.T. The base mounted drum hoist must also comply with OSHA Instruction CPL 02-01-056 and ASME B30.23.
- e. Material and personnel must not be hoisted simultaneously.
- f. Personnel cage must be marked with the capacity (in number of persons) and load limit in pounds.
- g. Construction equipment must not be used for hoisting material or personnel or with trolley/tag lines. Construction equipment may be used for towing and assisting with anchoring guy lines.

### 3.7.5 Use of Explosives

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

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

### 3.8 EXCAVATIONS

Soil classification must be performed by a competent person in accordance with 29 CFR 1926 and EM 385-1-1.

#### 3.8.1 Utility Locations

Provide a third party, independent, private utility locating company to positively identify underground utilities in the work area in addition to any station locating service and coordinated with the station utility department.

#### 3.8.2 Utility Location Verification

Physically verify underground utility locations, including utility depth, by hand digging using wood or fiberglass handled tools when any adjacent construction work is expected to come within 3 feet of the underground system.

#### 3.8.3 Utilities Within and Under Concrete, Bituminous Asphalt, and Other Impervious Surfaces

Utilities located within and under concrete slabs or pier structures, bridges, parking areas, and the like, are extremely difficult to identify. Whenever contract work involves chipping, saw cutting, or core drilling through concrete, bituminous asphalt or other impervious surfaces, the existing utility location must be coordinated with station utility departments in addition to location and depth verification by a third party, independent, private locating company. The third party, independent, private locating company must locate utility depth by use of Ground Penetrating Radar (GPR), X-ray, bore scope, or ultrasound prior to the start of demolition and construction. Outages to isolate utility systems must be used in circumstances where utilities are unable to be positively identified. The use of historical drawings does not alleviate the Contractor from meeting this requirement.

### 3.9 ELECTRICAL

Perform electrical work in accordance with EM 385-1-1, Appendix A, Sections 11 and 12.

#### 3.9.1 Conduct of Electrical Work

As delineated in EM 385-1-1, electrical work is to be conducted in a de-energized state unless there is no alternative method for accomplishing the work. In those cases obtain an energized work permit from the Contracting Officer. The energized work permit application must be

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

When working in energized substations, only qualified electrical workers are permitted to enter. When work requires work near energized circuits as defined by NFPA 70, high voltage personnel must use personal protective equipment that includes, as a minimum, electrical hard hat, safety shoes, insulating gloves and electrical arc flash protection for personnel as required by NFPA 70E. Insulating blankets, hearing protection, and switching suits may also be required, depending on the specific job and as delineated in the Contractor's AHA. Ensure that each employee is familiar with and complies with these procedures and 29 CFR 1910.147.

### 3.9.2 Qualifications

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

### 3.9.3 Arc Flash

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

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

### 3.9.4 Grounding

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

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

### 3.9.5 Testing

Temporary electrical distribution systems and devices must be inspected,

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

-- End of Section --

SECTION 01 42 00

SOURCES FOR REFERENCE PUBLICATIONS  
02/19

PART 1 GENERAL

1.1 REFERENCES

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

1.2 ORDERING INFORMATION

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

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

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)  
1791 Tullie Circle, NE  
Atlanta, GA 30329  
Ph: 404-636-8400 or 800-527-4723  
Fax: 404-321-5478  
E-mail: [ashrae@ashrae.org](mailto:ashrae@ashrae.org)  
Internet: <https://www.ashrae.org/>

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

ASME INTERNATIONAL (ASME)  
Two Park Avenue  
New York, NY 10016-5990  
Ph: 800-843-2763  
Fax: 973-882-1717  
E-mail: [customercare@asme.org](mailto:customercare@asme.org)  
Internet: <https://www.asme.org/>



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ASSOCIATION OF EDISON ILLUMINATING COMPANIES (AEIC)  
600 North 18th Street  
P.O. Box 2641  
Birmingham, AL 35291  
Ph: 205-257-3839  
Fax: 205-257-2540  
Internet: <https://aeic.org/>

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

GREEN SEAL (GS)  
1001 Connecticut Avenue, NW  
Suite 827  
Washington, DC 20036-5525  
Ph: 202-872-6400  
Fax: 202-872-4324  
E-mail: [green seal@green seal.org](mailto:green seal@green seal.org)  
Internet: <https://www.green seal.org/>

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)  
445 and 501 Hoes Lane  
Piscataway, NJ 08854-4141  
Ph: 732-981-0060 or 800-701-4333  
Fax: 732-981-9667  
E-mail: [onlinesupport@ieee.org](mailto:onlinesupport@ieee.org)  
Internet: <https://www.ieee.org/>

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)  
3050 Old Centre Ave. Suite 101  
Portage, MI 49024  
Ph: 269-488-6382  
Fax: 269-488-6383  
Internet: <https://www.netaworld.org/>

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)  
1300 North 17th Street, Suite 900  
Arlington, VA 22209  
Ph: 703-841-3200  
Internet: <https://www.nema.org>

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)  
1 Batterymarch Park  
Quincy, MA 02169-7471  
Ph: 800-344-3555  
Fax: 800-593-6372  
Internet: <https://www.nfpa.org>

SHEET METAL AND AIR CONDITIONING CONTRACTORS' NATIONAL ASSOCIATION  
(SMACNA)  
4201 Lafayette Center Drive  
Chantilly, VA 20151-1219

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Ph: 703-803-2980  
Fax: 703-803-3732  
Internet: <https://www.smacna.org/>

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA)  
1320 North Courthouse Road, Suite 200  
Arlington, VA 22201  
Ph: 703-907-7700  
Fax: 703-907-7727  
E-mail: [marketing@tiaonline.org](mailto:marketing@tiaonline.org)  
Internet: <https://www.tiaonline.org/>

U.S. ARMY CORPS OF ENGINEERS (USACE)  
CRD-C DOCUMENTS available on Internet:  
<http://www.wbdg.org/ffc/army-coe/standards>  
Order Other Documents from:  
Official Publications of the Headquarters, USACE  
E-mail: [hqpublications@usace.army.mil](mailto:hqpublications@usace.army.mil)  
Internet: <http://www.publications.usace.army.mil/>  
or  
<https://www.hnc.usace.army.mil/Missions/Engineering-Directorate/TECHINFO/>

U.S. DEPARTMENT OF AGRICULTURE (USDA)  
Order AMS Publications from:  
AGRICULTURAL MARKETING SERVICE (AMS)  
Seed Regulatory and Testing Branch  
801 Summit Crossing Place, Suite C  
Gastonia, NC 28054-2193  
Ph: 704-810-8884  
E-mail: [PA@ams.usda.gov](mailto:PA@ams.usda.gov)  
Internet: <https://www.ams.usda.gov/>  
Order Other Publications from:  
USDA Rural Development  
Rural Utilities Service  
STOP 1510, Rm 5135  
1400 Independence Avenue SW  
Washington, DC 20250-1510  
Phone: (202) 720-9540  
Internet:  
<https://www.rd.usda.gov/about-rd/agencies/rural-utilities-service>

U.S. DEPARTMENT OF DEFENSE (DOD)  
Order DOD Documents from:  
Room 3A750-The Pentagon  
1400 Defense Pentagon  
Washington, DC 20301-1400  
Ph: 703-571-3343  
Fax: 215-697-1462  
E-mail: [customerservice@ntis.gov](mailto:customerservice@ntis.gov)  
Internet: <https://www.ntis.gov/>  
Obtain Military Specifications, Standards and Related Publications  
from:  
Acquisition Streamlining and Standardization Information System  
(ASSIST)  
Department of Defense Single Stock Point (DODSSP)  
Document Automation and Production Service (DAPS)  
Building 4/D  
700 Robbins Avenue  
Philadelphia, PA 19111-5094

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Ph: 215-697-6396 - for account/password issues  
Internet: <https://assist.dla.mil/online/start/>; account  
registration required  
Obtain Unified Facilities Criteria (UFC) from:  
Whole Building Design Guide (WBDG)  
National Institute of Building Sciences (NIBS)  
1090 Vermont Avenue NW, Suite 700  
Washington, DC 20005  
Ph: 202-289-7800  
Fax: 202-289-1092  
Internet:  
<https://www.wbdg.org/ffc/dod/unified-facilities-criteria-ufc>

U.S. FEDERAL AVIATION ADMINISTRATION (FAA)  
Order for sale documents from:  
Superintendent of Documents  
U.S. Government Publishing Office (GPO)  
732 N. Capitol Street, NW  
Washington, DC 20401  
Ph: 202-512-1800 or 866-512-1800  
Bookstore: 202-512-0132  
Internet: <https://www.gpo.gov/>  
Order free documents from:  
U.S. Department of Transportation  
Federal Aviation Administration  
800 Independence Avenue, SW  
Washington, DC 20591  
Ph: 866-835-5322  
Internet: <https://www.faa.gov/>

U.S. FEDERAL HIGHWAY ADMINISTRATION (FHWA)  
1200 New Jersey Ave., SE  
Washington, DC 20590  
Ph: 202-366-4000  
E-mail: [ExecSecretariat.FHWA@dot.gov](mailto:ExecSecretariat.FHWA@dot.gov)  
Internet: <https://www.fhwa.dot.gov/>  
Order from:  
Superintendent of Documents  
U.S. Government Publishing Office (GPO)  
732 N. Capitol Street, NW  
Washington, DC 20401  
Ph: 202-512-1800 or 866-512-1800  
Bookstore: 202-512-0132  
Internet: <https://www.gpo.gov/>

U.S. NATIONAL ARCHIVES AND RECORDS ADMINISTRATION (NARA)  
8601 Adelphi Road  
College Park, MD 20740-6001  
Ph: 866-272-6272  
Internet: <https://www.archives.gov/>  
Order documents from:  
Superintendent of Documents  
U.S. Government Publishing Office (GPO)  
732 N. Capitol Street, NW  
Washington, DC 20401  
Ph: 202-512-1800 or 866-512-1800  
Bookstore: 202-512-0132  
Internet: <https://www.gpo.gov/>

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UNDERWRITERS LABORATORIES (UL)  
2600 N.W. Lake Road  
Camas, WA 98607-8542  
Ph: 877-854-3577 or 360-817-5500  
E-mail: CustomerExperienceCenter@ul.com  
Internet: <https://www.ul.com/>  
UL Directories available through IHS at <https://ihsmarkit.com/>

PART 2 PRODUCTS

Not used

PART 3 EXECUTION

Not used

-- End of Section --

SECTION 01 45 00.00 20

QUALITY CONTROL  
**11/11**

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN SOCIETY OF HEATING, REFRIGERATING AND AIR-CONDITIONING ENGINEERS (ASHRAE)

ASHRAE 52.2 (2017) Method of Testing General Ventilation Air-Cleaning Devices for Removal Efficiency by Particle Size

ASTM INTERNATIONAL (ASTM)

ASTM D6245 (2012) Using Indoor Carbon Dioxide Concentrations to Evaluate Indoor Air Quality and Ventilation

ASTM D6345 (2010) Selection of Methods for Active, Integrative Sampling of Volatile Organic Compounds in Air

SHEET METAL AND AIR CONDITIONING CONTRACTORS' NATIONAL ASSOCIATION (SMACNA)

ANSI/SMACNA 008 (2007) IAQ Guidelines for Occupied Buildings Under Construction, 2nd Edition

U.S. ARMY CORPS OF ENGINEERS (USACE)

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

1.2 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES

SD-01 Preconstruction Submittals

Construction Quality Control (QC) Plan

Submit a Construction QC Plan prior to start of construction.

Indoor Air Quality (IAQ) Management Plan

1.3 INFORMATION FOR THE CONTRACTING OFFICER

Prior to commencing work on construction, the Contractor can obtain a

single copy set of the current report forms from the Contracting Officer. The report forms will consist of the Contractor Production Report, Contractor Production Report (Continuation Sheet), Contractor Quality Control (CQC) Report, CQC Report (Continuation Sheet), Preparatory Phase Checklist, Initial Phase Checklist, Rework Items List, and Testing Plan and Log.

Deliver the following to the Contracting Officer during Construction:

- a. CQC Report: Mail or hand-carry the original (wet signatures) and one copy by 10:00 AM the next working day after each day that work is performed and for every seven consecutive calendar days of no-work.
- b. Contractor Production Report: Mail or hand-carry the original (wet signatures) and one copy by 10:00 AM the next working day after each day that work is performed and for every seven consecutive calendar days of no-work, attached to the CQC Report.
- c. Preparatory Phase Checklist: Original attached to the original CQC Report and one copy attached to each QC Report copy.
- d. Initial Phase Checklist: Original attached to the original CQC Report and one copy attached to each QC Report copy.
- e. Field Test Reports: Mail or hand-carry the original within two working days after the test is performed, attached to the original CQC Report and one copy attached to each QC Report copy.
- f. Monthly Summary Report of Tests: Mail or hand-carry the original attached to the last QC Report of the month.
- g. Testing Plan and Log: Mail or hand-carry the original attached to the last CQC Report of each month and one copy attached to each CQC Report copy. Provide a copy of the final Testing Plan and Log to the OMSI preparer for inclusion into the OMSI documentation.
- h. Rework Items List: Submit lists containing new entries daily, in the same manner as the CQC Report. Mail or hand-carry the original attached to the last CQC Report of each month and one copy attached to each CQC Report copy.
- i. CQC Meeting Minutes: Mail or hand-carry the original within two working days after the meeting is held, attached to the original CQC Report and one copy attached to each CQC Report copy.
- j. QC Certifications: As required by the paragraph entitled "QC Certifications."

#### 1.4 QC PROGRAM REQUIREMENTS

Establish and maintain a QC program as described in this section. This QC program is a key element in meeting the objectives of NAVFAC Commissioning. The QC program consists of a QC Organization, QC Plan, QC Plan Meeting(s), a Coordination and Mutual Understanding Meeting, QC meetings, three phases of control, submittal review and certification, testing, completion inspections, QC certifications, and documentation necessary to provide materials, equipment, workmanship, fabrication, construction and operations which comply with the requirements of this Contract. The QC program must cover on-site and off-site work and be

keyed to the work sequence. No construction work or testing may be performed unless the QC Manager is on the work site. The QC Manager must report to an officer of the firm and not be subordinate to the Project Superintendent or the Project Manager. The QC Manager, Project Superintendent and Project Manager must work together effectively. Although the QC Manager is the primary individual responsible for quality control, all individuals will be held responsible for the quality of work on the job.

#### 1.4.1 Acceptance of the Construction Quality Control (QC) Plan

Acceptance of the QC Plan is required prior to the start of construction. The Contracting Officer reserves the right to require changes in the QC Plan and operations as necessary, including removal of personnel, to ensure the specified quality of work. The Contracting Officer reserves the right to interview any member of the QC organization at any time in order to verify the submitted qualifications. All QC organization personnel are subject to acceptance by the Contracting Officer. The Contracting Officer may require the removal of any individual for non-compliance with quality requirements specified in the Contract.

#### 1.4.2 Preliminary Construction Work Authorized Prior to Acceptance

The only construction work that is authorized to proceed prior to the acceptance of the QC Plan is mobilization of storage and office trailers, temporary utilities, and surveying.

#### 1.4.3 Notification of Changes

Notify the Contracting Officer, in writing, of any proposed changes in the QC Plan or changes to the QC organization personnel, a minimum of 10 work days prior to a proposed change. Proposed changes are subject to acceptance by the Contracting Officer.

### 1.5 QC ORGANIZATION

#### 1.5.1 QC Manager

##### 1.5.1.1 Duties

Provide a QC Manager at the work site to implement and manage the QC program. The only duties and responsibilities of the QC Manager are to manage and implement the QC program on this Contract. The QC Manager is required to attend the partnering meetings, QC Plan Meetings, Coordination and Mutual Understanding Meeting, conduct the QC meetings, perform the three phases of control, perform submittal review and certification, ensure testing is performed and provide QC certifications and documentation required in this Contract. The QC Manager is responsible for managing and coordinating the three phases of control and documentation performed by testing laboratory personnel and any other inspection and testing personnel required by this Contract. The QC Manager is the manager of all QC activities.

##### 1.5.1.2 Qualifications

An individual with a minimum of 5 years combined experience in the following positions: Project Superintendent, QC Manager, Project Manager, Project Engineer or Construction Manager on similar size and type construction contracts which included the major trades that are part of

this Contract. The individual must have at least two years experience as a QC Manager. The individual must be familiar with the requirements of EM 385-1-1, and have experience in the areas of hazard identification, safety compliance, and sustainability.

#### 1.5.2 Construction Quality Management Training

In addition to the above experience and education requirements, the QC Manager must have completed the course entitled "Construction Quality Management (CQM) for Contractors." If the QC Manager does not have a current certification, they must obtain the CQM for Contractors course certification within 90 days of award. This course is periodically offered by the Naval Facilities Engineering Command and the Army Corps of Engineers. Contact the Contracting Officer for information on the next scheduled class.

#### 1.5.3 Alternate QC Manager Duties and Qualifications

Designate an alternate for the QC Manager at the work site to serve in the event of the designated QC Manager's absence. The period of absence may not exceed two weeks at one time, and not more than 30 workdays during a calendar year. The qualification requirements for the Alternate QC Manager must be the same as for the QC Manager.

### 1.6 QUALITY CONTROL (QC) PLAN

#### 1.6.1 Construction Quality Control (QC) Plan

##### 1.6.1.1 Requirements

Provide, for acceptance by the Contracting Officer, a Construction QC Plan submitted in a three-ring binder that includes a table of contents, with major sections identified with tabs, with pages numbered sequentially, and that documents the proposed methods and responsibilities for accomplishing quality control commissioning activities during the construction of the project:

- a. QC ORGANIZATION: A chart showing the QC organizational structure.
- b. NAMES AND QUALIFICATIONS: Names and qualifications, in resume format, for each person in the QC organization. Include the CQM for Contractors course certifications for the QC Manager and Alternate QC Manager as required by the paragraphs entitled "Construction Quality Management Training" and "Alternate QC Manager Duties and Qualifications".
- c. DUTIES, RESPONSIBILITY AND AUTHORITY OF QC PERSONNEL: Duties, responsibilities, and authorities of each person in the QC organization.
- d. OUTSIDE ORGANIZATIONS: A listing of outside organizations, such as architectural and consulting engineering firms, that will be employed by the Contractor and a description of the services these firms will provide.
- e. APPOINTMENT LETTERS: Letters signed by an officer of the firm appointing the QC Manager and Alternate QC Manager and stating that they are responsible for implementing and managing the QC program as described in this Contract. Include in this letter the responsibility



of the QC Manager and Alternate QC Manager to implement and manage the three phases of control, and their authority to stop work which is not in compliance with the Contract.

- f. SUBMITTAL PROCEDURES AND INITIAL SUBMITTAL REGISTER: Procedures for reviewing, approving, and managing submittals. Provide the name(s) of the person(s) in the QC organization authorized to review and certify submittals prior to submitting for approval. Provide the initial submittal of the Submittal Register as specified in Section 01 33 00 SUBMITTAL PROCEDURES.
- g. TESTING LABORATORY INFORMATION: Testing laboratory information required by the paragraphs entitled "Accreditation Requirements", as applicable.
- h. TESTING PLAN AND LOG: A Testing Plan and Log that includes the tests required, referenced by the specification paragraph number requiring the test, the frequency, and the person responsible for each test. Use Government forms to log and track tests.
- i. PROCEDURES TO COMPLETE REWORK ITEMS: Procedures to identify, record, track, and complete rework items. Use Government forms to record and track rework items.
- j. DOCUMENTATION PROCEDURES: Use Government form.
- k. LIST OF DEFINABLE FEATURES: A Definable Feature of Work (DFOW) is a task that is separate and distinct from other tasks and has control requirements and work crews unique to that task. A DFOW is identified by different trades or disciplines and is an item or activity on the construction schedule. Include in the list of DFOWs, but not be limited to, all critical path activities on the construction schedule. Include all activities for which this specification requires QC Specialists or specialty inspection personnel. Provide separate DFOWs in the construction schedule for each design development stage and submittal package.
- l. PROCEDURES FOR PERFORMING THE THREE PHASES OF CONTROL: Identify procedures used to ensure the three phases of control to manage the quality on this project. For each DFOW, a Preparatory and Initial phase checklist will be filled out during the Preparatory and Initial phase meetings. Conduct the Preparatory and Initial Phases and meetings with a view towards obtaining quality construction by planning ahead and identifying potential problems for each DFOW.
- m. PERSONNEL MATRIX: A personnel matrix showing for each section of the specification who will review and certify submittals, who will perform and document the three phases of control, and who will perform and document the testing.
- n. PROCEDURES FOR COMPLETION INSPECTION: Procedures for identifying and documenting the completion inspection process. Include in these procedures the responsible party for punch out inspection, pre-final inspection, and final acceptance inspection.
- o. TRAINING PROCEDURES AND TRAINING LOG: Procedures for coordinating and documenting the training of personnel required by the Contract.
- p. ORGANIZATION AND PERSONNEL CERTIFICATIONS LOG: Procedures for

coordinating, tracking and documenting all certifications on subcontractors, testing laboratories, suppliers, personnel, etc. QC Manager will ensure that certifications are current, appropriate for the work being performed, and will not lapse during any period of the contract that the work is being performed.

#### 1.7 COORDINATION AND MUTUAL UNDERSTANDING MEETING

After submission of the QC Plan, and prior to Government approval and the start of construction, the QC Manager will meet with the Contracting Officer to present the QC program required by this Contract. When a new QC Manager is appointed, the coordination and mutual understanding meeting must be repeated.

##### 1.7.1 Purpose

The purpose of this meeting is to develop a mutual understanding of the QC details, including documentation, administration for on-site and off-site work, design intent, environmental requirements and procedures, coordination of activities to be performed, and the coordination of the Contractor's management, production, and QC personnel. At the meeting, the Contractor will be required to explain in detail how three phases of control will be implemented for each DFOW, as well as how each DFOW will be affected by each management plan or requirement as listed below:

- a. Waste Management Plan.
- b. IAQ Management Plan.
- c. Procedures for noise and acoustics management.
- d. Environmental Protection Plan.
- e. Environmental regulatory requirements.

##### 1.7.2 Coordination of Activities

Coordinate activities included in various sections to assure efficient and orderly installation of each component. Coordinate operations included under different sections that are dependent on each other for proper installation and operation. Schedule construction operations with consideration for indoor air quality as specified in the IAQ Management Plan.

##### 1.7.3 Attendees

As a minimum, the Contractor's personnel required to attend include an officer of the firm, the Project Manager, Project Superintendent, QC Manager, Alternate QC Manager, and subcontractor representatives. Each subcontractor who will be assigned QC responsibilities must have a principal of the firm at the meeting. Minutes of the meeting will be prepared by the QC Manager and signed by the Contractor and the Contracting Officer. Provide a copy of the signed minutes to all attendees and include in the QC Plan.

#### 1.8 QC MEETINGS

After the start of construction, conduct weekly QC meetings by the QC Manager at the work site with the Project Superintendent, and the foremen who are performing the work of the DFOWs. The QC Manager is to prepare the minutes of the meeting and provide a copy to the Contracting Officer within two working days after the meeting. The Contracting Officer may attend these meetings. As a minimum, accomplish the following at each meeting:

- a. Review the minutes of the previous meeting.
- b. Review the schedule and the status of work and rework.
- c. Review the status of submittals.
- d. Review the work to be accomplished in the next two weeks and documentation required.
- e. Resolve QC and production problems (RFI, etc.).
- f. Address items that may require revising the QC Plan.
- g. Review Accident Prevention Plan (APP).
- h. Review environmental requirements and procedures.
- i. Review Waste Management Plan.
- j. Review IAQ Management Plan.
- k. Review Environmental Management Plan.
- l. Review the status of training completion.

#### 1.9 THREE PHASES OF CONTROL

Adequately cover both on-site and off-site work with the Three Phases of Control and include the following for each DFOW.

##### 1.9.1 Preparatory Phase

Notify the Contracting Officer at least two work days in advance of each preparatory phase meeting. The meeting will be conducted by the QC Manager and attended by the Project Superintendent and the foreman responsible for the DFOW. When the DFOW will be accomplished by a subcontractor, that subcontractor's foreman must attend the preparatory phase meeting. Document the results of the preparatory phase actions in the daily Contractor Quality Control Report and in the Preparatory Phase Checklist. Perform the following prior to beginning work on each DFOW:

- a. Review each paragraph of the applicable specification sections.
- b. Review the Contract drawings.
- c. Verify that field measurements are as indicated on construction and/or shop drawings before confirming product orders, in order to minimize waste due to excessive materials.
- d. Verify that appropriate shop drawings and submittals for materials and equipment have been submitted and approved. Verify receipt of approved factory test results, when required.
- e. Review the testing plan and ensure that provisions have been made to provide the required QC testing.
- f. Examine the work area to ensure that the required preliminary work has been completed.
- g. Coordinate the schedule of product delivery to designated prepared areas in order to minimize site storage time and potential damage to stored materials.
- h. Arrange for the return of shipping/packaging materials, such as wood pallets, where economically feasible.
- i. Examine the required materials, equipment and sample work to ensure that they are on hand and conform to the approved shop drawings and

submitted data and are properly stored.

- j. Discuss specific controls used and construction methods, construction tolerances, workmanship standards, and the approach that will be used to provide quality construction by planning ahead and identifying potential problems for each DFOW.
- k. Review the APP and appropriate Activity Hazard Analysis (AHA) to ensure that applicable safety requirements are met, and that required Safety Data Sheets (SDS) are submitted.

#### 1.9.2 Initial Phase

Notify the Contracting Officer at least two work days in advance of each initial phase. When construction crews are ready to start work on a DFOW, conduct the initial phase with the Project Superintendent and the foreman responsible for that DFOW. Observe the initial segment of the DFOW to ensure that the work complies with Contract requirements. Document the results of the initial phase in the daily CQC Report and in the Initial Phase Checklist. Repeat the initial phase for each new crew to work on-site, or when acceptable levels of specified quality are not being met. Perform the following for each DFOW:

- a. Establish level of workmanship and verify that it meets the minimum acceptable workmanship standards. Compare with required sample panels as appropriate.
- b. Resolve any workmanship issues.
- c. Ensure that testing is performed by the approved laboratory.
- d. Check work procedures for compliance with the APP and the appropriate AHA to ensure that applicable safety requirements are met.
- e. Review project specific work plans (i.e. Cx, HAZMAT Abatement, Stormwater Management) to ensure all preparatory work items have been completed and documented.

#### 1.9.3 Follow-Up Phase

Perform the following for on-going work daily, or more frequently as necessary, until the completion of each DFOW and document in the daily CQC Report:

- a. Ensure the work is in compliance with Contract requirements.
- b. Maintain the quality of workmanship required.
- c. Ensure that testing is performed by the approved laboratory.
- d. Ensure that rework items are being corrected.
- e. Assure manufacturers representatives have performed necessary inspections if required and perform safety inspections.

#### 1.9.4 Additional Preparatory and Initial Phases

Conduct additional preparatory and initial phases on the same DFOW if the quality of on-going work is unacceptable, if there are changes in the applicable QC organization, if there are changes in the on-site production supervision or work crew, if work on a DFOW is resumed after substantial period of inactivity, or if other problems develop.

#### 1.9.5 Notification of Three Phases of Control for Off-Site Work

Notify the Contracting Officer at least two weeks prior to the start of the preparatory and initial phases.

#### 1.10 SUBMITTAL REVIEW AND CERTIFICATION

Procedures for submission, review and certification of submittals are described in Section 01 33 00 SUBMITTAL PROCEDURES.

#### 1.11 TESTING

Except as stated otherwise in the specification sections, perform sampling and testing required under this Contract.

##### 1.11.1 Accreditation Requirements

Construction materials testing laboratories must be accredited by a laboratory accreditation authority and will be required to submit a copy of the Certificate of Accreditation and Scope of Accreditation. The laboratory's scope of accreditation must include the appropriate ASTM standards (E 329, C 1077, D 3666, D 3740, A 880, E 543) listed in the technical sections of the specifications. Laboratories engaged in Hazardous Materials Testing must meet the requirements of OSHA and EPA. The policy applies to the specific laboratory performing the actual testing, not just the Corporate Office.

##### 1.11.2 Laboratory Accreditation Authorities

Laboratory Accreditation Authorities include the National Voluntary Laboratory Accreditation Program (NVLAP) administered by the National Institute of Standards and Technology at <http://ts.nist.gov/ts/htdocs/210/214/214.htm> , the American Association of State Highway and Transportation Officials (AASHTO) program at <http://www.amrl.net/amrlsitefinity/default/aap.aspx> , International Accreditation Services, Inc. (IAS) at <http://www.iasonline.org>, U. S. Army Corps of Engineers Materials Testing Center (MTC) at <http://gsl.erdc.usace.army.mil/SL/MTC/>, the American Association for Laboratory Accreditation (A2LA) program at <http://www.a2la.org/>.

##### 1.11.3 Capability Check

The Contracting Officer retains the right to check laboratory equipment in the proposed laboratory and the laboratory technician's testing procedures, techniques, and other items pertinent to testing, for compliance with the standards set forth in this Contract.

##### 1.11.4 Test Results

Cite applicable Contract requirements, tests or analytical procedures used. Provide actual results and include a statement that the item tested

or analyzed conforms or fails to conform to specified requirements. If the item fails to conform, notify the Contracting Officer immediately. Conspicuously stamp the cover sheet for each report in large red letters "CONFORMS" or "DOES NOT CONFORM" to the specification requirements, whichever is applicable. Test results must be signed by a testing laboratory representative authorized to sign certified test reports. Furnish the signed reports, certifications, and other documentation to the Contracting Officer via the QC Manager. Furnish a summary report of field tests at the end of each month, in accordance with paragraph INFORMATION FOR THE CONTRACTING OFFICER.

#### 1.11.5 Test Reports and Monthly Summary Report of Tests

Furnish the signed reports, certifications, and a summary report of field tests at the end of each month to the Contracting Officer. Attach a copy of the summary report to the last daily CQC Report of each month. Provide a copy of the signed test reports and certifications to the OMSI preparer for inclusion into the OMSI documentation.

#### 1.12 QC CERTIFICATIONS

##### 1.12.1 CQC Report Certification

Contain the following statement within the CQC Report: "On behalf of the Contractor, I certify that this report is complete and correct and equipment and material used and work performed during this reporting period is in compliance with the contract drawings and specifications to the best of my knowledge, except as noted in this report".

##### 1.12.2 Invoice Certification

Furnish a certificate to the Contracting Officer with each payment request, signed by the QC Manager, attesting that as-built drawings are current, coordinated and attesting that the work for which payment is requested, including stored material, is in compliance with Contract requirements.

##### 1.12.3 Completion Certification

Upon completion of work under this Contract, the QC Manager must furnish a certificate to the Contracting Officer attesting that "the work has been completed, inspected, tested and is in compliance with the Contract". Provide a copy of this final QC Certification for completion to the OMSI preparer for inclusion into the OMSI documentation.

#### 1.13 COMPLETION INSPECTIONS

##### 1.13.1 Punch-Out Inspection

Near the completion of all work or any increment thereof, established by a completion time stated in the Contract Clause entitled "Commencement, Prosecution, and Completion of Work", or stated elsewhere in the specifications, the QC Manager must conduct an inspection of the work and develop a "punch list" of items which do not conform to the approved drawings, specifications and Contract. Include in the punch list any remaining items on the "Rework Items List", which were not corrected prior to the Punch-Out Inspection. Include within the punch list the estimated date by which the deficiencies will be corrected. Provide a copy of the punch list to the Contracting Officer. The QC Manager, or staff, must

make follow-on inspections to ascertain that all deficiencies have been corrected. Once this is accomplished, notify the Government that the facility is ready for the Government "Pre-Final Inspection".

#### 1.13.2 Pre-Final Inspection

The Government and QCM will perform this inspection to verify that the facility is complete and ready to be occupied. A Government "Pre-Final Punch List" will be documented by the QCM as a result of this inspection. The QC Manager will ensure that all items on this list are corrected prior to notifying the Government that a "Final" inspection with the Client can be scheduled. Any items noted on the "Pre-Final" inspection must be corrected in a timely manner and be accomplished before the contract completion date for the work, or any particular increment thereof, if the project is divided into increments by separate completion dates.

#### 1.13.3 Final Acceptance Inspection

Notify the Contracting Officer at least 14 calendar days prior to the date a final acceptance inspection can be held. State within the notice that all items previously identified on the pre-final punch list will be corrected and acceptable, along with any other unfinished Contract work, by the date of the final acceptance inspection. The Contractor must be represented by the QC Manager, the Project Superintendent, the CA, and others deemed necessary. Attendees for the Government will include the Contracting Officer, other FEAD personnel, and personnel representing the Client. Failure of the Contractor to have all contract work acceptably complete for this inspection will be cause for the Contracting Officer to bill the Contractor for the Government's additional inspection cost in accordance with the Contract Clause entitled "Inspection of Construction".

#### 1.14 DOCUMENTATION

Maintain current and complete records of on-site and off-site QC program operations and activities.

##### 1.14.1 Construction Documentation

Reports are required for each day that work is performed and must be attached to the CQC Report prepared for the same day. Maintain current and complete records of on-site and off-site QC program operations and activities. The forms identified under the paragraph "INFORMATION FOR THE CONTRACTING OFFICER" will be used. Reports are required for each day work is performed. Account for each calendar day throughout the life of the Contract. Every space on the forms must be filled in. Use N/A if nothing can be reported in one of the spaces. The Project Superintendent and the QC Manager must prepare and sign the Contractor Production and CQC Reports, respectively. The reporting of work must be identified by terminology consistent with the construction schedule. In the "remarks" sections of the reports, enter pertinent information including directions received, problems encountered during construction, work progress and delays, conflicts or errors in the drawings or specifications, field changes, safety hazards encountered, instructions given and corrective actions taken, delays encountered and a record of visitors to the work site, quality control problem areas, deviations from the QC Plan, construction deficiencies encountered, meetings held. For each entry in the report(s), identify the Schedule Activity No. that is associated with the entered remark.

#### 1.14.2 Quality Control Validation

Establish and maintain the following in a series of three ring binders. Binders must be divided and tabbed as shown below. These binders must be readily available to the Contracting Officer during all business hours.

- a. All completed Preparatory and Initial Phase Checklists, arranged by specification section.
- b. All milestone inspections, arranged by Activity Number.
- c. An up-to-date copy of the Testing Plan and Log with supporting field test reports, arranged by specification section.
- d. Copies of all contract modifications, arranged in numerical order. Also include documentation that modified work was accomplished.
- e. An up-to-date copy of the Rework Items List.
- f. Maintain up-to-date copies of all punch lists issued by the QC staff to the Contractor and Sub-Contractors and all punch lists issued by the Government.

#### 1.14.3 Testing Plan and Log

As tests are performed, the QC Manager will record on the "Testing Plan and Log" the date the test was performed and the date the test results were forwarded to the Contracting Officer. Attach a copy of the updated "Testing Plan and Log" to the last daily CQC Report of each month, per the paragraph "INFORMATION FOR THE CONTRACTING OFFICER". Provide a copy of the final "Testing Plan and Log" to the OMSI preparer for inclusion into the OMSI documentation.

#### 1.14.4 Rework Items List

The QC Manager must maintain a list of work that does not comply with the Contract, identifying what items need to be reworked, the date the item was originally discovered, the date the item will be corrected by, and the date the item was corrected. There is no requirement to report a rework item that is corrected the same day it is discovered. Attach a copy of the "Rework Items List" to the last daily CQC Report of each month. The Contractor is responsible for including those items identified by the Contracting Officer.

#### 1.14.5 As-Built Drawings

The QC Manager is required to ensure the as-built drawings, required by Section 01 78 00 CLOSEOUT SUBMITTALS are kept current on a daily basis and marked to show deviations which have been made from the Contract drawings. Ensure each deviation has been identified with the appropriate modifying documentation (e.g. PC No., Modification No., Request for Information No., etc.). The QC Manager must initial each revision. Upon completion of work, the QC Manager will furnish a certificate attesting to the accuracy of the as-built drawings prior to submission to the Contracting Officer.

#### 1.15 NOTIFICATION ON NON-COMPLIANCE

The Contracting Officer will notify the Contractor of any detected



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

#### 1.16 CONSTRUCTION INDOOR AIR QUALITY (IAQ) MANAGEMENT PLAN

Submit an IAQ Management Plan within 15 days after notice to proceed and not less than 10 days before the preconstruction meeting. Revise and resubmit Plan as required by the Contracting Officer. Make copies of the final plan available to all workers on site. Include provisions in the Plan to meet the requirements specified below and to ensure safe, healthy air for construction workers and building occupants.

##### 1.16.1 Requirements During Construction

Provide for evaluation of indoor Carbon Dioxide concentrations in accordance with ASTM D6245. Provide for evaluation of volatile organic compounds (VOCs) in indoor air in accordance with ASTM D6345. Use filters with a Minimum Efficiency Reporting Value (MERV) of 8 in permanently installed air handlers during construction.

##### 1.16.1.1 Control Measures

Meet or exceed the requirements of ANSI/SMACNA 008, Chapter 3, to help minimize contamination of the building from construction activities. The five requirements of this manual which must be adhered to are described below:

- a. HVAC protection: Isolate return side of HVAC system from surrounding environment to prevent construction dust and debris from entering the duct work and spaces.
- b. Source control: Use low emitting paints and other finishes, sealants, adhesives, and other materials as specified. When available, cleaning products must have a low VOC content and be non-toxic to minimize building contamination. Utilize cleaning techniques that minimize dust generation. Cycle equipment off when not needed. Prohibit idling motor vehicles where emissions could be drawn into building. Designate receiving/storage areas for incoming material that minimize IAQ impacts.
- c. Pathway interruption: When pollutants are generated use strategies such as 100 percent outside air ventilation or erection of physical barriers between work and non-work areas to prevent contamination.
- d. Housekeeping: Clean frequently to remove construction dust and debris. Promptly clean up spills. Remove accumulated water and keep work areas dry to discourage the growth of mold and bacteria. Take extra measures when hazardous materials are involved.
- e. Scheduling: Control the sequence of construction to minimize the absorption of VOCs by other building materials.

REPLACE "B" SECTIONALIZING STATION  
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1.16.1.2 Moisture Contamination

- a. Remove accumulated water and keep work dry.
- b. Use dehumidification to remove moist, humid air from a work area.
- c. Do not use combustion heaters or generators inside the building.
- d. Protect porous materials from exposure to moisture.
- e. Remove and replace items which remain damp for more than a few hours.

1.16.2 Requirements after Construction

After construction ends and prior to occupancy, conduct a building flush-out or test the indoor air contaminant levels. Flush-out must be a minimum two-weeks with MERV-13 filtration media as determined by ASHRAE 52.2at 100 percent outside air. Air contamination testing must be consistent with EPA's current Compendium of Methods for the Determination of Air Pollutants in Indoor Air. After building flush-out or testing and prior to occupancy, replace filtration media. Filtration media must have a MERV of 13 as determined by ASHRAE 52.2.

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 PREPARATION

Designate receiving/storage areas for incoming material to be delivered according to installation schedule and to be placed convenient to work area in order to minimize waste due to excessive materials handling and misapplication. Store and handle materials in a manner as to prevent loss from weather and other damage. Keep materials, products, and accessories covered and off the ground, and store in a dry, secure area. Prevent contact with material that may cause corrosion, discoloration, or staining. Protect all materials and installations from damage by the activities of other trades.

-- End of Section --

SECTION 01 50 00

TEMPORARY CONSTRUCTION FACILITIES AND CONTROLS  
05/18

PART 1 GENERAL

1.1 REFERENCES

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

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 241 (2013; Errata 2015) Standard for Safeguarding Construction, Alteration, and Demolition Operations

NFPA 70 (2017; ERTA 1-2 2017; TIA 17-1; TIA 17-2; TIA 17-3; TIA 17-4; TIA 17-5; TIA 17-6; TIA 17-7; TIA 17-8; TIA 17-9; TIA 17-10; TIA 17-11; TIA 17-12; TIA 17-13; TIA 17-14; TIA 17-15; TIA 17-16; TIA 17-17 ) National Electrical Code

U.S. ARMY CORPS OF ENGINEERS (USACE)

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

U.S. FEDERAL AVIATION ADMINISTRATION (FAA)

FAA AC 70/7460-1 (2015; Rev L) Obstruction Marking and Lighting

U.S. FEDERAL HIGHWAY ADMINISTRATION (FHWA)

MUTCD (2015) Manual on Uniform Traffic Control Devices

1.2 SUBMITTALS

Government approval is required for all submittals. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Construction Site Plan  
Traffic Control Plan

1.3 CONSTRUCTION SITE PLAN

Prior to the start of work, submit a site plan showing the locations and dimensions of temporary facilities (including layouts and details, equipment and material storage area (onsite and offsite), and access and haul routes, avenues of ingress/egress to the fenced area and details of

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the fence installation. Identify any areas which may have to be graveled to prevent the tracking of mud. Indicate if the use of a supplemental or other staging area is desired. Show locations of safety and construction fences, site trailers, construction entrances, trash dumpsters, temporary sanitary facilities, and worker parking areas.

1.4 DOD CONDITION OF READINESS (COR)

DOD will set the Condition of Readiness (COR) based on the weather forecast for sustained winds 50 knots (60mph) or greater. Contact the Contracting Officer for the current COR setting.

Monitor weather conditions a minimum of twice a day and take appropriate actions according to the approved Emergency Plan in the accepted Accident Prevention Plan, EM-385-1-1 Section 01 Emergency Planning and the instructions below.

Unless otherwise directed by the Contracting Officer, comply with:

- a. Condition FOUR (Sustained winds of 50 knots or greater expected within 72 hours): Normal daily jobsite cleanup and good housekeeping practices. Collect and store in piles or containers scrap lumber, waste material, and rubbish for removal and disposal at the close of each work day. Maintain the construction site including storage areas, free of accumulation of debris. Stack form lumber in neat piles less than 4 feet high. Remove all debris, trash, or objects that could become missile hazards.
- b. Condition THREE (Sustained winds of 50 knots or greater expected within 48 hours): Maintain "Condition FOUR" requirements and commence securing operations necessary for "Condition ONE" which cannot be completed within 18 hours. Cease all routine activities which might interfere with securing operations. Commence securing and stow all gear and portable equipment. Make preparations for securing buildings. Review requirements pertaining to "Condition TWO" and continue action as necessary to attain "Condition THREE" readiness.
- c. Condition TWO (Sustained winds of 50 knots or greater expected within 24 hours): Curtail or cease routine activities until securing operation is complete. Reinforce or remove form work and scaffolding. Secure machinery, tools, equipment, materials, or remove from the jobsite. Expend every effort to clear all missile hazards and loose equipment from general base areas.
- d. Condition ONE. (Sustained winds of 50 knots or greater expected within 12 hours): Secure the jobsite, and leave Government premises.

PART 2 PRODUCTS

2.1 TEMPORARY SIGNAGE

2.1.1 Bulletin Board

Within one calendar day of mobilization on site and prior to the commencement of work activities, provide a clear weatherproof covered bulletin board not less than 36 by 48 inches in size for displaying the Equal Employment Opportunity poster, a copy of the wage decision contained in the contract, Wage Rate Information poster, Safety and Health Information as required by EM 385-1-1 Section 01 and other information

approved by the Contracting Officer. Coordinate requirements herein with  
01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS.

### 2.1.2 Warning Signs

Post temporary signs, tags, and labels to give workers and the public adequate warning and caution of construction hazards according to the EM 385-1-1 Section 04. Attach signs to the perimeter fencing every 150 feet warning the public of the presence of construction hazards. Signs must require unauthorized persons to keep out of the construction site. Correct the data required by safety signs daily.

## 2.2 TEMPORARY TRAFFIC CONTROL

### 2.2.1 Barricades

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

## 2.3 FENCING

Provide fencing along the construction site and at all open excavations and tunnels to control access by unauthorized personnel. Safety fencing must be highly visible to be seen by pedestrians and vehicular traffic. Specific fencing requirements are as described herein. All fencing will meet the requirements of EM 385-1-1.

### 2.3.1 Polyethylene Mesh Safety Fencing

Temporary safety fencing must be a high visibility orange colored, high density polyethylene grid, a minimum of 48 inches high and maximum mesh size of 2 inches. Fencing must extend from the grade to a minimum of 48 inches above the grade and be tightly secured to T-posts spaced as necessary to maintain a rigid and taut fence. Fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4 inches of deflection.

### 2.3.2 Chain Link Panel Fencing

Temporary panel fencing must be galvanized steel chain link panels 6 feet high. Multiple fencing panels may be linked together at the bases to form long spans as needed. Each panel base must be weighted down using sand bags or other suitable materials in order for the fencing to withstand anticipated winds while remaining upright. Fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4 inches of deflection.

### 2.3.3 Post-Driven Chain Link Fencing

Temporary post-driven fencing must be galvanized chain link fencing 6 feet high. Fence posts must be located on minimum 10 foot centers. Posts may be set in various surfaces such as sand, soil, asphalt or concrete as necessary. Chain link fencing must remain rigid and taut with a minimum of 200 pounds of force exerted on it from any direction with less than 4

inches of deflection. Fencing and posts must be completely removed at the completion of construction and any surfaces disturbed or damaged must be restored to its original condition. Underground utilities must be located and identified prior to setting fence posts. Fence must be equipped with a lockable gate. Gate must remain locked when construction personnel are not present.

#### 2.4 TEMPORARY WIRING

Provide temporary wiring in accordance with EM 385-1-1 Section 11, NFPA 241 and NFPA 70. Include monthly inspection and testing of all equipment and apparatus.

### PART 3 EXECUTION

#### 3.1 EMPLOYEE PARKING

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

#### 3.2 TEMPORARY BULLETIN BOARD

Locate the bulletin board at the project site in a conspicuous place easily accessible to all employees, as approved by the Contracting Officer.

#### 3.3 AVAILABILITY AND USE OF UTILITY SERVICES

##### 3.3.1 Temporary Utilities

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

##### 3.3.2 Payment for Utility Services

- a. The Government will make all reasonably required utilities available from existing outlets and supplies, as specified in the contract. Unless otherwise provided in the contract, the amount of each utility service consumed will be charged to or paid at prevailing rates charged to the Government or, where the utility is produced by the Government, at reasonable rates determined by the Contracting Officer. Carefully conserve any utilities furnished without charge.
- b. Reasonable amounts of utilities will be made available at the prevailing rates.
- c. The point at which the Government will deliver such utilities or services and the quantity available is as indicated. Pay all costs incurred in connecting, converting, and transferring the utilities to the work. Make connections, including providing backflow-preventing devices on connections to domestic water lines; and providing transformers; and make disconnections.

##### 3.3.3 Meters and Temporary Connections

Provide and maintain necessary temporary connections, distribution lines,

and meter bases required to measure the amount of each utility used for the purpose of determining charges. Notify the Contracting Officer, in writing, 5 working days before final electrical connection is desired so that a utilities contract can be established. The Government will make the final hot connection after inspection and approval of the Contractor's temporary wiring installation. Do not make the final electrical connection.

#### 3.3.4 Advance Deposit

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

#### 3.3.5 Final Meter Reading

Before completion of the work and final acceptance of the work by the Government, notify the Contracting Officer, in writing, 5 working days before termination is desired. The Government will take a final meter reading, disconnect service, and remove the meters. Then remove all the temporary distribution lines, meter bases, and associated paraphernalia. Pay all outstanding utility bills before final acceptance of the work by the Government.

#### 3.3.6 Utilities at Special Locations

- a. Reasonable amounts of utilities will be made available at the prevailing Government rates. These rates may be obtained upon application to the Commanding Officer, MCAS Cherry Point, by way of the Contracting Officer. Making connections, provide transformers and meters, and disconnections; and provide backflow preventer devices on connections to domestic water lines. Neither potable water nor sanitary facilities will be available at the main Contractor laydown area at Marine Corps Air Station (MCAS), Cherry Point, NC.

#### 3.3.7 Sanitation

- a. Provide and maintain within the construction area minimum field-type sanitary facilities approved by the Contracting Officer and periodically empty wastes into a municipal, district, or station sanitary sewage system, or remove waste to a commercial facility. Obtain approval from the system owner prior to discharge into any municipal, district, or commercial sanitary sewer system. Any penalties or fines associated with improper discharge will be the responsibility of the Contractor. Coordinate with the Contracting Officer and follow station regulations and procedures when discharging into the station sanitary sewer system. Maintain these conveniences at all times. Include provisions for pest control and elimination of odors. Government toilet facilities will not be available to Contractor's personnel.

#### 3.3.8 Telephone

Make arrangements and pay all costs for telephone facilities desired.

### 3.3.9 Obstruction Lighting of Cranes

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

### 3.3.10 Fire Protection

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

## 3.4 TRAFFIC PROVISIONS

### 3.4.1 Maintenance of Traffic

- a. Conduct operations in a manner that will not close any thoroughfare or interfere in any way with traffic on railways or highways except with written permission of the Contracting Officer at least 15 calendar days prior to the proposed modification date, and provide a Traffic Control Plan detailing the proposed controls to traffic movement for approval. The plan must be in accordance with State and local regulations and the MUTCD, Part VI. Make all notifications and obtain any permits required for modification to traffic movements outside Station's jurisdiction. Contractor may move oversized and slow-moving vehicles to the worksite provided requirements of the highway authority have been met.
- b. Conduct work so as to minimize obstruction of traffic, and maintain traffic on at least half of the roadway width at all times. Obtain approval from the Contracting Officer prior to starting any activity that will obstruct traffic.
- c. Provide, erect, and maintain, at contractors expense, lights, barriers, signals, passageways, detours, and other items, that may be required by the Life Safety Signage, overhead protection authority having jurisdiction.

### 3.4.2 Protection of Traffic

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

### 3.4.3 Rush Hour Restrictions

Do not interfere with the peak traffic flows preceding and during normal operations for MCAS Cherry Point without notification to and approval by



the Contracting Officer.

#### 3.4.4 Dust Control

Dust control methods and procedures must be approved by the Contracting Officer.

### 3.5 CONTRACTOR'S TEMPORARY FACILITIES

Temporary facilities will meet requirements as identified in EM 385-1-1 Section 04.

#### 3.5.1 Safety Systems

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

#### 3.5.2 Administrative Field Offices

Provide and maintain administrative field office facilities within the construction area at the designated site. Government office and warehouse facilities will not be available to the Contractor's personnel.

#### 3.5.3 Storage Area

Construct a temporary 6 foot high chain link fence around trailers and materials. Include plastic strip inserts so that visibility through the fence is obstructed. Fence posts may be driven, in lieu of concrete bases, where soil conditions permit. Do not place or store trailers, materials, or equipment outside the fenced area unless such trailers, materials, or equipment are assigned a separate and distinct storage area by the Contracting Officer away from the vicinity of the construction site but within the installation boundaries. Trailers, equipment, or materials must not be open to public view with the exception of those items which are in support of ongoing work on any given day. Do not stockpile materials outside the fence in preparation for the next day's work. Park mobile equipment, such as tractors, wheeled lifting equipment, cranes, trucks, and like equipment within the fenced area at the end of each work day.

#### 3.5.4 Supplemental Storage Area

Upon request, and pending availability, the Contracting Officer will designate another or supplemental area for the use and storage of trailers, equipment, and materials. This area may not be in close proximity of the construction site but will be within the installation boundaries. The area will be maintained in an clean and orderly fashion and secured if needed to protect supplies and equipment. Utilities will not be provided to this area by the Government.

#### 3.5.5 Appearance of Trailers

- a. Trailers which are rusted, have peeling paint or are otherwise in need of repair will not be allowed on Installation property. Trailers must

present a clean and neat exterior appearance and be in a state of good repair.

- b. Paint using suitable paint and maintain the temporary facilities. Failure to do so will be sufficient reason to require their removal.

### 3.5.6 Trailers or Storage Buildings

- a. Trailers or storage buildings will be permitted, where space is available, subject to the approval of the Contracting Officer. The trailers or buildings shall be in good condition, free from visible damage rust and deterioration, and meet all applicable safety requirements. Trailers shall be roadworthy and comply with all appropriate state and local vehicle requirements. Failure to maintain storage trailers or buildings to these standards may result in the removal of non-complying units at the Contractor's expense. A sign not smaller than 24 by 24 inches shall be conspicuously placed on the trailer depicting the company name, business phone number, and emergency phone number. Trailers must be anchored to resist high winds and must meet applicable state of local standards for anchoring mobile trailers. Coordinate anchoring with EM 385-1-1 Section 04.

### 3.5.7 Maintenance of Storage Area

- a. Keep fencing in a state of good repair and proper alignment. Grassed or unpaved areas, which are not established roadways, and will be traversed with construction equipment or other vehicles, will be covered with a layer of gravel as necessary to prevent rutting and the tracking of mud onto paved or established roadways, should the Contractor elect to traverse them with construction equipment or other vehicles. Mow and maintain grass located within the boundaries of the construction site for the duration of the project. Grass and vegetation along fences, buildings, under trailers, and in areas not accessible to mowers will be edged or trimmed neatly.

### 3.5.8 Security Provisions

Provide adequate outside security lighting at the temporary facilities. The Contractor will be responsible for the security of its own equipment.

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

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

#### 3.5.9.1 Building and Site Storm Protection

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

3.6 TEMPORARY PROJECT SAFETY FENCING

As soon as practicable, but not later than 15 days after the date established for commencement of work, furnish and erect temporary project safety fencing at the work site. Maintain the safety fencing during the life of the contract and, upon completion and acceptance of the work, remove from the work site.

3.7 CLEANUP

Remove construction debris, waste materials, packaging material and the like from the work site daily. Any dirt or mud which is tracked onto paved or surfaced roadways must be cleaned away. Store any salvageable materials resulting from demolition activities within the fenced area described above or at the supplemental storage area. Neatly stack stored materials not in trailers, whether new or salvaged.

3.8 RESTORATION OF STORAGE AREA

Upon completion of the project remove the bulletin board, signs, barricades, haul roads, and any other temporary products from the site. After removal of trailers, materials, and equipment from within the fenced area, remove the fence. Restore areas used during the performance of the contract to the original or better condition. Remove gravel used to traverse grassed areas and restore the area to its original condition, including top soil and seeding as necessary.

-- End of Section --

SECTION 01 78 00

CLOSEOUT SUBMITTALS  
08/11

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM E1971 (2005; R 2011) Standard Guide for Stewardship for the Cleaning of Commercial and Institutional Buildings

GREEN SEAL (GS)

GS-37 (2017) Cleaning Products for Industrial and Institutional Use

U.S. DEPARTMENT OF DEFENSE (DOD)

FC 1-300-09N (2014; with Change 2) Navy and Marine Corps Design Procedures

1.2 DEFINITIONS

1.2.1 As-Built Drawings

As-built drawings are developed and maintained by the Contractor and depict actual conditions, including deviations from the Contract Documents. These deviations and additions may result from coordination required by, but not limited to: contract modifications; official responses to Contractor submitted Requests for Information; direction from the Contracting Officer; designs which are the responsibility of the Contractor, and differing site conditions. Maintain the as-builts throughout construction as red-lined hard copies on site. These files serve as the basis for the creation of the record drawings.

1.2.2 Record Drawings

The record drawings are the final compilation of actual conditions reflected in the as-built drawings.

1.3 SUBMITTALS

Government approval is required for all submittals. Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

Warranty Management Plan  
Warranty Tags

REPLACE "B" SECTIONALIZING STATION  
N40085-15-D4709

Final Cleaning  
Spare Parts Data

SD-08 Manufacturer's Instructions

Posted Instructions

SD-10 Operation and Maintenance Data

Operation and Maintenance Manuals

SD-11 Closeout Submittals

As-Built Drawings

As-Built Record of Equipment and Materials  
Certification of EPA Designated Items  
Certification Of USDA Designated Items

#### 1.4 SPARE PARTS DATA

Submit two copies of the Spare Parts Data list.

- a. Indicate manufacturer's name, part number, nomenclature, and stock level required for maintenance and repair. List those items that may be standard to the normal maintenance of the system.

#### 1.5 WARRANTY MANAGEMENT

##### 1.5.1 Warranty Management Plan

Develop a warranty management plan which contains information relevant to FAR 52.246-21 Warranty of Construction. At least 30 days before the planned pre-warranty conference, submit two sets of the warranty management plan. Include within the warranty management plan all required actions and documents to assure that the Government receives all warranties to which it is entitled. The plan must be in narrative form and contain sufficient detail to render it suitable for use by future maintenance and repair personnel, whether tradesmen, or of engineering background, not necessarily familiar with this contract. The term "status" as indicated below must include due date and whether item has been submitted or was accomplished. Warranty information made available during the construction phase must be submitted to the Contracting Officer for approval prior to each monthly pay estimate. Assemble approved information in a binder and turn over to the Government upon acceptance of the work. The construction warranty period will begin on the date of project acceptance and continue for the full product warranty period. A joint 4 month and 9 month warranty inspection will be conducted, measured from time of acceptance, by the Contractor, Contracting Officer and the Customer Representative. Include within the warranty management plan, but not limited to, the following:

- a. Roles and responsibilities of all personnel associated with the warranty process, including points of contact and telephone numbers within the organizations of the Contractors, subcontractors, manufacturers or suppliers involved.
- b. Furnish with each warranty the name, address, and telephone number of each of the guarantor's representatives nearest to the project

location.

- c. Listing and status of delivery of all Certificates of Warranty for extended warranty items, to include roofs, HVAC balancing, pumps, motors, transformers, and for all commissioned systems such as fire protection and alarm systems, sprinkler systems, lightning protection systems, etc.
- d. As-Built Record of Equipment and Materials list for each warranted equipment, item, feature of construction or system indicating:
  - (1) Name of item.
  - (2) Model and serial numbers.
  - (3) Location where installed.
  - (4) Name and phone numbers of manufacturers or suppliers.
  - (5) Names, addresses and telephone numbers of sources of spare parts.
  - (6) Warranties and terms of warranty. Include one-year overall warranty of construction, including the starting date of warranty of construction. Items which have extended warranties must be indicated with separate warranty expiration dates.
  - (7) Cross-reference to warranty certificates as applicable.
  - (8) Starting point and duration of warranty period.
  - (9) Summary of maintenance procedures required to continue the warranty in force.
  - (10) Cross-reference to specific pertinent Operation and Maintenance manuals.
  - (11) Organization, names and phone numbers of persons to call for warranty service.
  - (12) Typical response time and repair time expected for various warranted equipment.
- e. The plans for attendance at the 4 and 9 month post-construction warranty inspections conducted by the Government.
- f. Procedure and status of tagging of all equipment covered by extended warranties.
- g. Copies of instructions to be posted near selected pieces of equipment where operation is critical for warranty and/or safety reasons.

#### 1.5.2 Performance Bond

The Performance Bond must remain effective throughout the construction period.

- a. In the event the Contractor fails to commence and diligently pursue any construction warranty work required, the Contracting Officer will have the work performed by others, and after completion of the work, will charge the remaining construction warranty funds of expenses incurred by the Government while performing the work, including, but not limited to administrative expenses.
- b. In the event sufficient funds are not available to cover the construction warranty work performed by the Government at the Contractor's expense, the Contracting Officer will have the right to recoup expenses from the bonding company.
- c. Following oral or written notification of required construction warranty repair work, respond in a timely manner. Written

verification will follow oral instructions. Failure to respond will be cause for the Contracting Officer to proceed against the Contractor.

1.5.3 Pre-Warranty Conference

Prior to contract completion, and at a time designated by the Contracting Officer, meet with the Contracting Officer to develop a mutual understanding with respect to the requirements of this section. Communication procedures for Contractor notification of construction warranty defects, priorities with respect to the type of defect, reasonable time required for Contractor response, and other details deemed necessary by the Contracting Officer for the execution of the construction warranty will be established/reviewed at this meeting. In connection with these requirements and at the time of the Contractor's quality control completion inspection, furnish the name, telephone number and address of a licensed and bonded company which is authorized to initiate and pursue construction warranty work action on behalf of the Contractor. This point of contact will be located within the local service area of the warranted construction, be continuously available, and be responsive to Government inquiry on warranty work action and status. This requirement does not relieve the Contractor of any of its responsibilities in connection with other portions of this provision.

1.5.4 Warranty Tags

At the time of installation, tag each warranted item with a durable, oil and water resistant tag approved by the Contracting Officer. Attach each tag with a copper wire and spray with a silicone waterproof coating. Also, submit two record copies of the warranty tags showing the layout and design. The date of acceptance and the QC signature must remain blank until the project is accepted for beneficial occupancy. Show the following information on the tag.

Type of product/material	
Model number	
Serial number	
Contract number	
Warranty period from/to	
Inspector's signature	
Construction Contractor	
Address	
Telephone number	
Warranty contact	

Address	
Telephone number	
Warranty response time priority code	
WARNING - PROJECT PERSONNEL TO PERFORM ONLY OPERATIONAL MAINTENANCE DURING THE WARRANTY PERIOD.	

PART 2 PRODUCTS

2.1 CERTIFICATION OF EPA DESIGNATED ITEMS

Submit the Certification of EPA Designated Items as required by FAR 52.223-9 Estimate of Percentage of Recovered Material Content for EPA Designated Items and FAR 52-223-17 Affirmative Procurement of EPA designated items in Service and Construction Contracts.. Include on the certification form the following information: project name, project number, Contractor name, license number, Contractor address, and certification. The certification will read as follows and be signed and dated by the Contractor. "I hereby certify the information provided herein is accurate and that the requisition/procurement of all materials listed on this form comply with current EPA standards for recycled/recovered materials content. The following exemptions may apply to the non-procurement of recycled/recovered content materials:

- 1) The product does not meet appropriate performance standards;
- 2) The product is not available within a reasonable time frame;
- 3) The product is not available competitively (from two or more sources);
- 4) The product is only available at an unreasonable price (compared with a comparable non-recycled content product)."

2.2 CERTIFICATION OF USDA DESIGNATED ITEMS

Submit the Certification of USDA Designated Items as required by FAR 52-223-1 Bio-based Product Certifications and FAR 52.223-2 Affirmative Procurement of Biobased Products Under Service and Construction Contracts. Include on the certification form the following information: project name, project number, Contractor name, license number, Contractor address, and certification. The certification will read as follows and be signed and dated by the Contractor. "I hereby certify the information provided herein is accurate and that the requisition/procurement of all materials listed on this form comply with current USDA standards for biobased materials content. The following exemptions may apply to the non-procurement of biobased content materials:

- 1) The product does not meet appropriate performance standards;
- 2) The product is not available within a reasonable time frame;
- 3) The product is not available competitively (from two or more sources);
- 4) The product is only available at an unreasonable price (compared with a comparable bio-based content product)."



PART 3 EXECUTION

3.1 AS-BUILT DRAWINGS

Provide and maintain two black line print copies of the PDF contract drawings for As-Built Drawings. At a minimum of 30 days prior to Beneficial Occupancy Date (BOD), certify both sets of as-built drawings as correct, sign, and submit the As-Built Drawings for Contracting Officer approval.

3.1.1 Markup Guidelines

Make comments and markup the drawings complete without reference to letters, memos, or materials that are not part of the As-Built drawing. Show what was changed, how it was changed, where item(s) were relocated and change related details. These working as-built markup prints must be neat, legible and accurate as follows:

- a. Use base colors of red, green, and blue. Color code for changes as follows:
  - (1) Special (Blue) - Items requiring special information, coordination, or special detailing or detailing notes.
  - (2) Deletions (Red) - Over-strike deleted graphic items (lines), lettering in notes and leaders.
  - (3) Additions (Green) - Added items, lettering in notes and leaders.
- b. Provide a legend if colors other than the "base" colors of red, green, and blue are used.
- c. Add and denote any additional equipment or material facilities, service lines, incorporated under As-Built Revisions if not already shown in legend.
- d. Use frequent written explanations on markup drawings to describe changes. Do not totally rely on graphic means to convey the revision.
- e. Use legible lettering and precise and clear digital values when marking prints. Clarify ambiguities concerning the nature and application of change involved.
- f. Wherever a revision is made, also make changes to related section views, details, legend, profiles, plans and elevation views, schedules, notes and call out designations, and mark accordingly to avoid conflicting data on all other sheets.
- g. For deletions, cross out all features, data and captions that relate to that revision.
- h. For changes on small-scale drawings and in restricted areas, provide large-scale inserts, with leaders to the applicable location.
- i. Indicate one of the following when attaching a print or sketch to a markup print:
  - 1) Add an entire drawing to contract drawings

2) Change the contract drawing to show

3) Provided for reference only to further detail the initial design.

j. Incorporate all shop and fabrication drawings into the markup drawings.

### 3.1.2 As-Built Drawings Content

Show on the as-built drawings, but not limited to, the following information:

- a. The actual location, kinds and sizes of all sub-surface utility lines. In order that the location of these lines and appurtenances may be determined in the event the surface openings or indicators become covered over or obscured, show by offset dimensions to two permanently fixed surface features the end of each run including each change in direction on the record drawings. Locate valves, splice boxes and similar appurtenances by dimensioning along the utility run from a reference point. Also record the average depth below the surface of each run.
- b. The location and dimensions of any changes within the building structure.
- c. Layout and schematic drawings of electrical circuits and piping.
- d. Correct grade, elevations, cross section, or alignment of roads, earthwork, structures or utilities if any changes were made from contract plans.
- e. Changes in details of design or additional information obtained from working drawings specified to be prepared or furnished by the Contractor; including but not limited to shop drawings, fabrication, erection, installation plans and placing details, pipe sizes, insulation material, dimensions of equipment, and foundations.
- f. The topography, invert elevations and grades of drainage installed or affected as part of the project construction.
- g. Changes or Revisions which result from the final inspection.
- h. Where contract drawings or specifications present options, show only the option selected for construction on the working as-built markup drawings.
- i. If borrow material for this project is from sources on Government property, or if Government property is used as a spoil area, furnish a contour map of the final borrow pit/spoil area elevations.
- j. Systems designed or enhanced by the Contractor, such as HVAC controls, fire alarm, fire sprinkler, and irrigation systems.
- k. Changes in location of equipment and architectural features.
- j. Modifications (include within change order price the cost to change working as-built markup drawings to reflect modifications) and compliance with FC 1-300-09N procedures.
- l. Actual location of anchors, construction and control joints, etc., in

concrete.

- m. Unusual or uncharted obstructions that are encountered in the contract work area during construction.
- n. Location, extent, thickness, and size of stone protection particularly where it will be normally submerged by water.

### 3.2 OPERATION AND MAINTENANCE MANUALS

Provide project operation and maintenance manuals as specified in Section 01 78 23 OPERATION AND MAINTENANCE MANUALS DATA. Provide four electronic copies of the Operation and Maintenance Manual files. Submit to the Contracting Officer for approval within 60 calendar days of the Beneficial Occupancy Date (BOD). Update and resubmit files for final approval at BOD.

### 3.3 CLEANUP

Provide final cleaning in accordance with ASTM E1971 and submit two copies of the listing of completed final clean-up items. Leave premises "broom clean." Comply with GS-37 for general purpose cleaning and bathroom cleaning. Use only nonhazardous cleaning materials, including natural cleaning materials, in the final cleanup. Clean interior and exterior glass surfaces exposed to view; remove temporary labels, stains and foreign substances; polish transparent and glossy surfaces; vacuum carpeted and soft surfaces. Clean equipment and fixtures to a sanitary condition. Replace filters of operating equipment and comply with the Indoor Air Quality (IAQ) Management Plan. Clean debris from roofs, gutters, downspouts and drainage systems. Sweep paved areas and rake clean landscaped areas. Remove waste and surplus materials, rubbish and construction facilities from the site..

-- End of Section --

SECTION 01 78 23

OPERATION AND MAINTENANCE DATA

08/15

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM E1971 (2005; R 2011) Standard Guide for Stewardship for the Cleaning of Commercial and Institutional Buildings

1.2 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-10 Operation and Maintenance Data

O&M Database  
Training Plan  
Training Outline  
Training Content

SD-11 Closeout Submittals

Validation of Training Completion

1.3 OPERATION AND MAINTENANCE DATA

Submit Operation and Maintenance (O&M) Data for the provided equipment, product, or system, defining the importance of system interactions, troubleshooting, and long-term preventive operation and maintenance. Compile, prepare, and aggregate O&M data to include clarifying and updating the original sequences of operation to as-built conditions. Organize and present information in sufficient detail to clearly explain O&M requirements at the system, equipment, component, and subassembly level. Include an index preceding each submittal. Submit in accordance with this section and Section 01 33 00 SUBMITTAL PROCEDURES.

1.3.1 Package Quality

Documents must be fully legible. Operation and Maintenance data must be consistent with the manufacturer's standard brochures, schematics, printed instructions, general operating procedures, and safety precautions.

1.3.2 Package Content

Provide data package content in accordance with paragraph SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES. Comply with the data package requirements specified in the individual technical sections, including the

content of the packages and addressing each product, component, and system designated for data package submission, except as follows. Use Data Package 5 for commissioned items without a specified data package requirement in the individual technical sections. Provide a Data Package 5 instead of Data Package 1 or 2, as specified in the individual technical section, for items that are commissioned.

### 1.3.3 Changes to Submittals

Provide manufacturer-originated changes or revisions to submitted data if a component of an item is so affected subsequent to acceptance of the O&M Data. Submit changes, additions, or revisions required by the Contracting Officer for final acceptance of submitted data within 30 calendar days of the notification of this change requirement.

### 1.4 O&M DATABASE

Develop an editable, electronic spreadsheet based on the equipment in the Operation and Maintenance Manuals that contains the information required to start a preventive maintenance program. As a minimum, provide list of system equipment, location installed, warranty expiration date, manufacturer, model, and serial number.

### 1.5 OPERATION AND MAINTENANCE MANUAL FILE FORMAT

Assemble data packages into electronic Operation and Maintenance Manuals. Assemble each manual into a composite electronically indexed file using the most current version of Adobe Acrobat or similar software capable of producing PDF file format. Provide compact disks (CD) or data digital versatile disk (DVD) as appropriate, so that each one contains operation, maintenance and record files, project record documents, and training videos. Include a complete electronically linked operation and maintenance directory.

#### 1.5.1 Organization

Bookmark Product and Drawing Information documents using the current version of CSI Masterformat numbering system, and arrange submittals using the specification sections as a structure. Use CSI Masterformat and UFGS numbers along with descriptive bookmarked titles that explain the content of the information that is being bookmarked.

#### 1.5.2 CD or DVD Label and Disk Holder or Case

Provide the following information on the disk label and disk holder or case:

- a. Building Number
- b. Project Title
- c. Activity and Location
- d. Construction Contract Number
- e. Prepared For: (Contracting Agency)
- f. Prepared By: (Name, title, phone number and email address)
- g. Include the disk content on the disk label
- h. Date
- i. Virus scanning program used

## 1.6 TYPES OF INFORMATION REQUIRED IN O&M DATA PACKAGES

The following are a detailed description of the data package items listed in paragraph SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES.

### 1.6.1 Operating Instructions

Provide specific instructions, procedures, and illustrations for the following phases of operation for the installed model and features of each system:

#### 1.6.1.1 Safety Precautions and Hazards

List personnel hazards and equipment or product safety precautions for operating conditions. List all residual hazards identified in the AHA provided under Section 01 35 26 GOVERNMENTAL SAFETY REQUIREMENTS. Provide recommended safeguards for each identified hazard.

#### 1.6.1.2 Operator Prestart

Provide procedures required to install, set up, and prepare each system for use.

#### 1.6.1.3 Startup, Shutdown, and Post-Shutdown Procedures

Provide narrative description for Startup, Shutdown and Post-shutdown operating procedures including the control sequence for each procedure.

#### 1.6.1.4 Normal Operations

Provide Control Diagrams with data to explain operation and control of systems and specific equipment. Provide narrative description of Normal Operating Procedures.

#### 1.6.1.5 Emergency Operations

Provide Emergency Procedures for equipment malfunctions to permit a short period of continued operation or to shut down the equipment to prevent further damage to systems and equipment. Provide Emergency Shutdown Instructions for fire, explosion, spills, or other foreseeable contingencies. Provide guidance and procedures for emergency operation of utility systems including required valve positions, valve locations and zones or portions of systems controlled.

#### 1.6.1.6 Operator Service Requirements

Provide instructions for services to be performed by the operator such as lubrication, adjustment, inspection, and recording gauge readings.

#### 1.6.1.7 Environmental Conditions

Provide a list of Environmental Conditions (temperature, humidity, and other relevant data) that are best suited for the operation of each product, component or system. Describe conditions under which the item equipment should not be allowed to run.

#### 1.6.1.8 Operating Log

Provide forms, sample logs, and instructions for maintaining necessary

operating records.

#### 1.6.1.9 Additional Requirements for HVAC Control Systems

Provide Data Package 5 and the following for control systems:

- a. Narrative description on how to perform and apply functions, features, modes, and other operations, including unoccupied operation, seasonal changeover, manual operation, and alarms. Include detailed technical manual for programming and customizing control loops and algorithms.
- b. Full as-built sequence of operations.
- c. Copies of checkout tests and calibrations performed by the Contractor (not Cx tests).
- d. Full points list. Provide a listing of rooms with the following information for each room:
  - (1) Floor
  - (2) Room number
  - (3) Room name
  - (4) Air handler unit ID
  - (5) Reference drawing number
  - (6) Air terminal unit tag ID
  - (7) Heating or cooling valve tag ID
  - (8) Minimum cfm
  - (9) Maximum cfm
- e. Full print out of all schedules and set points after testing and acceptance of the system.
- f. Full as-built print out of software program.
- g. Marking of system sensors and thermostats on the as-built floor plan and mechanical drawings with their control system designations.

#### 1.6.2 Preventive Maintenance

Provide the following information for preventive and scheduled maintenance to minimize repairs for the installed model and features of each system. Include potential environmental and indoor air quality impacts of recommended maintenance procedures and materials.

##### 1.6.2.1 Lubrication Data

Include the following preventive maintenance lubrication data, in addition to instructions for lubrication required under paragraph OPERATOR SERVICE REQUIREMENTS:

- a. A table showing recommended lubricants for specific temperature ranges and applications.
- b. Charts with a schematic diagram of the equipment showing lubrication points, recommended types and grades of lubricants, and capacities.
- c. A Lubrication Schedule showing service interval frequency.

#### 1.6.2.2 Preventive Maintenance Plan, Schedule, and Procedures

Provide manufacturer's schedule for routine preventive maintenance, inspections, condition monitoring (predictive tests) and adjustments required to ensure proper and economical operation and to minimize repairs. Provide instructions stating when the systems should be retested. Provide manufacturer's projection of preventive maintenance work-hours on a daily, weekly, monthly, and annual basis including craft requirements by type of craft. For periodic calibrations, provide manufacturer's specified frequency and procedures for each separate operation.

- a. Define the anticipated time required to perform each test (work-hours), test apparatus, number of personnel identified by responsibility, and a testing validation procedure permitting the record operation capability requirements within the schedule. Provide a remarks column for the testing validation procedure referencing operating limits of time, pressure, temperature, volume, voltage, current, acceleration, velocity, alignment, calibration, adjustments, cleaning, or special system notes. Delineate procedures for preventive maintenance, inspection, adjustment, lubrication and cleaning necessary to minimize repairs.
- b. Repair requirements must inform operators how to check out, troubleshoot, repair, and replace components of the system. Include electrical and mechanical schematics and diagrams and diagnostic techniques necessary to enable operation and troubleshooting of the system after acceptance.

#### 1.6.2.3 Cleaning Recommendations

Provide environmentally preferable cleaning recommendations in accordance with ASTM E1971.

#### 1.6.3 Repair

Provide manufacturer's recommended procedures and instructions for correcting problems and making repairs for the installed model and features of each system. Include potential environmental and indoor air quality impacts of recommended maintenance procedures and materials.

##### 1.6.3.1 Troubleshooting Guides and Diagnostic Techniques

Provide step-by-step procedures to promptly isolate the cause of typical malfunctions. Describe clearly why the checkout is performed and what conditions are to be sought. Identify tests or inspections and test equipment required to determine whether parts and equipment may be reused or require replacement.

##### 1.6.3.2 Wiring Diagrams and Control Diagrams

Provide point-to-point drawings of wiring and control circuits including factory-field interfaces. Provide a complete and accurate depiction of the actual job specific wiring and control work. On diagrams, number electrical and electronic wiring and pneumatic control tubing and the terminals for each type, identically to actual installation configuration and numbering.



#### 1.6.3.3 Repair Procedures

Provide instructions and a list of tools required to repair or restore the product or equipment to proper condition or operating standards.

#### 1.6.3.4 Removal and Replacement Instructions

Provide step-by-step procedures and a list of required tools and supplies for removal, replacement, disassembly, and assembly of components, assemblies, subassemblies, accessories, and attachments. Provide tolerances, dimensions, settings and adjustments required. Use a combination of text and illustrations.

#### 1.6.3.5 Spare Parts and Supply Lists

Provide lists of spare parts and supplies required for repair to ensure continued service or operation without unreasonable delays. Special consideration is required for facilities at remote locations. List spare parts and supplies that have a long lead-time to obtain.

#### 1.6.3.6 Repair Work-Hours

Provide manufacturer's projection of repair work-hours including requirements by type of craft. Identify, and tabulate separately, repair that requires the equipment manufacturer to complete or to participate.

#### 1.6.4 Appendices

Provide information required below and information not specified in the preceding paragraphs but pertinent to the maintenance or operation of the product or equipment. Include the following:

##### 1.6.4.1 Product Submittal Data

Provide a copy of SD-03 Product Data submittals documented with the required approval.

##### 1.6.4.2 Manufacturer's Instructions

Provide a copy of SD-08 Manufacturer's Instructions submittals documented with the required approval.

##### 1.6.4.3 O&M Submittal Data

Provide a copy of SD-10 Operation and Maintenance Data submittals documented with the required approval.

##### 1.6.4.4 Parts Identification

Provide identification and coverage for the parts of each component, assembly, subassembly, and accessory of the end items subject to replacement. Include special hardware requirements, such as requirement to use high-strength bolts and nuts. Identify parts by make, model, serial number, and source of supply to allow reordering without further identification. Provide clear and legible illustrations, drawings, and exploded views to enable easy identification of the items. When illustrations omit the part numbers and description, both the illustrations and separate listing must show the index, reference, or key number that will cross-reference the illustrated part to the listed part.

Group the parts shown in the listings by components, assemblies, and subassemblies in accordance with the manufacturer's standard practice. Parts data may cover more than one model or series of equipment, components, assemblies, subassemblies, attachments, or accessories, such as typically shown in a master parts catalog.

#### 1.6.4.5 Warranty Information

List and explain the various warranties and clearly identify the servicing and technical precautions prescribed by the manufacturers or contract documents in order to keep warranties in force. Include warranty information for primary components of the system. Provide copies of warranties required by Section 01 78 00 CLOSEOUT SUBMITTALS.

#### 1.6.4.6 Extended Warranty Information

List all warranties for products, equipment, components, and sub-components whose duration exceeds one year. For each warranty listed, indicate the applicable specification section, duration, start date, end date, and the point of contact for warranty fulfillment. Also, list or reference the specific operation and maintenance procedures that must be performed to keep the warranty valid. Provide copies of warranties required by Section 01 78 00 CLOSEOUT SUBMITTALS.

#### 1.6.4.7 Personnel Training Requirements

Provide information available from the manufacturers that is needed for use in training designated personnel to properly operate and maintain the equipment and systems.

#### 1.6.4.8 Testing Equipment and Special Tool Information

Include information on test equipment required to perform specified tests and on special tools needed for the operation, maintenance, and repair of components. Provide final set points.

#### 1.6.4.9 Testing and Performance Data

Include completed prefunctional checklists, functional performance test forms, and monitoring reports. Include recommended schedule for retesting and blank test forms. Provide final set points.

#### 1.6.4.10 Field Test Reports

Provide a copy of Field Test Reports (SD-06) submittals documented with the required approval.

#### 1.6.4.11 Contractor Information

Provide a list that includes the name, address, and telephone number of the General Contractor and each Subcontractor who installed the product or equipment, or system. For each item, also provide the name address and telephone number of the manufacturer's representative and service organization that can provide replacements most convenient to the project site. Provide the name, address, and telephone number of the product, equipment, and system manufacturers.

1.7 SCHEDULE OF OPERATION AND MAINTENANCE DATA PACKAGES

Provide the O&M data packages specified in individual technical sections.  
The information required in each type of data package follows:

1.7.1 Data Package 1

- a. Safety precautions and hazards
- b. Cleaning recommendations
- c. Maintenance and repair procedures
- d. Warranty information
- e. Extended warranty information
- f. Contractor information
- g. Spare parts and supply list

1.7.2 Data Package 2

- a. Safety precautions and hazards
- b. Normal operations
- c. Environmental conditions
- d. Lubrication data
- e. Preventive maintenance plan, schedule, and procedures
- f. Cleaning recommendations
- g. Maintenance and repair procedures
- h. Removal and replacement instructions
- i. Spare parts and supply list
- j. Parts identification
- k. Warranty information
- l. Extended warranty information
- m. Contractor information

1.7.3 Data Package 3

- a. Safety precautions and hazards
- b. Operator prestart
- c. Startup, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Emergency operations
- f. Environmental conditions
- g. Operating log
- h. Lubrication data
- i. Preventive maintenance plan, schedule, and procedures
- j. Cleaning recommendations
- k. Troubleshooting guides and diagnostic techniques
- l. Wiring diagrams and control diagrams
- m. Maintenance and repair procedures
- n. Removal and replacement instructions
- o. Spare parts and supply list
- p. Product submittal data
- q. O&M submittal data
- r. Parts identification
- s. Warranty information
- t. Extended warranty information
- u. Testing equipment and special tool information
- v. Testing and performance data
- w. Contractor information
- x. Field test reports

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1.7.4 Data Package 4

- a. Safety precautions and hazards
- b. Operator prestart
- c. Startup, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Emergency operations
- f. Operator service requirements
- g. Environmental conditions
- h. Operating log
- i. Lubrication data
- j. Preventive maintenance plan, schedule, and procedures
- k. Cleaning recommendations
- l. Troubleshooting guides and diagnostic techniques
- m. Wiring diagrams and control diagrams
- n. Repair procedures
- o. Removal and replacement instructions
- p. Spare parts and supply list
- q. Repair work-hours
- r. Product submittal data
- s. O&M submittal data
- t. Parts identification
- u. Warranty information
- v. Extended warranty information
- w. Personnel training requirements
- x. Testing equipment and special tool information
- y. Testing and performance data
- z. Contractor information
- aa. Field test reports

1.7.5 Data Package 5

- a. Safety precautions and hazards
- b. Operator prestart
- c. Start-up, shutdown, and post-shutdown procedures
- d. Normal operations
- e. Environmental conditions
- f. Preventive maintenance plan, schedule, and procedures
- g. Troubleshooting guides and diagnostic techniques
- h. Wiring and control diagrams
- i. Maintenance and repair procedures
- j. Removal and replacement instructions
- k. Spare parts and supply list
- l. Product submittal data
- m. Manufacturer's instructions
- n. O&M submittal data
- o. Parts identification
- p. Testing equipment and special tool information
- q. Warranty information
- r. Extended warranty information
- s. Testing and performance data
- t. Contractor information
- u. Field test reports

PART 2 PRODUCTS

Not Used

PART 3 EXECUTION

3.1 TRAINING

Prior to acceptance of the facility by the Contracting Officer for Beneficial Occupancy, provide comprehensive training for the systems and equipment specified in the technical specifications. The training must be targeted for the Facilities Management Specialist, building maintenance personnel, and applicable building occupants. Instructors must be well-versed in the particular systems that they are presenting. Address aspects of the Operation and Maintenance Manual submitted in accordance with Section 01 78 00 CLOSEOUT SUBMITTALS. Training must include classroom or field lectures based on the system operating requirements. The location of classroom training requires approval by the Contracting Officer.

3.1.1 Training Plan

Submit a written training plan to the Contracting Officer for approval at least 60 calendar days prior to the scheduled training. Training plan must be approved by the Quality Control Manager (QC) prior to forwarding to the Contracting Officer. Also, coordinate the training schedule with the Contracting Officer and QC. Include within the plan the following elements:

- a. Equipment included in training
- b. Intended audience
- c. Location of training
- d. Dates of training
- e. Objectives
- f. Outline of the information to be presented and subjects covered including description
- g. Start and finish times and duration of training on each subject
- h. Methods (e.g. classroom lecture, video, site walk-through, actual operational demonstrations, written handouts)
- i. Instructor names and instructor qualifications for each subject
- j. List of texts and other materials to be furnished by the Contractor that are required to support training

3.1.2 Training Content

The core of this training must be based on manufacturer's recommendations and the operation and maintenance information. The QC Manager is responsible for overseeing and approving the content and adequacy of the training. Spend 95 percent of the instruction time during the presentation on the OPERATION AND MAINTENANCE DATA. Include the following for each system training presentation:

- a. Start-up, normal operation, shutdown, unoccupied operation, seasonal changeover, manual operation, controls set-up and programming,

troubleshooting, and alarms.

- b. Relevant health and safety issues.
- c. Discussion of how the feature or system is environmentally responsive. Advise adjustments and optimizing methods for energy conservation.
- d. Design intent.
- e. Use of O&M Manual Files.
- f. Review of control drawings and schematics.
- g. Interactions with other systems.
- h. Special maintenance and replacement sources.
- i. Tenant interaction issues.

### 3.1.3 Training Outline

Provide the Operation and Maintenance Manual Files (Bookmarked PDF) and a written course outline listing the major and minor topics to be discussed by the instructor on each day of the course to each trainee in the course. Provide the course outline 14 calendar days prior to the training.

### 3.1.4 Unresolved Questions from Attendees

If, at the end of the training course, there are questions from attendees that remain unresolved, the instructor must send the answers, in writing, to the Contracting Officer for transmittal to the attendees.

### 3.1.5 Validation of Training Completion

Ensure that each attendee at each training session signs a class roster daily to confirm Government participation in the training. At the completion of training, submit a signed validation letter that includes a sample record of training for reporting what systems were included in the training, who provided the training, when and where the training was performed, and copies of the signed class rosters. Provide two copies of the validation to the Contracting Officer, and one copy to the Operation and Maintenance Manual Preparer for inclusion into the Manual's documentation.

### 3.1.6 Quality Control Coordination

Coordinate this training with the QC Manager in accordance with Section 01 45 00.00 20 QUALITY CONTROL.

-- End of Section --

SECTION 26 00 00.00 20

BASIC ELECTRICAL MATERIALS AND METHODS

07/06

PART 1 GENERAL

1.1 REFERENCES

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

ASTM INTERNATIONAL (ASTM)

ASTM D709 (2017) Standard Specification for Laminated Thermosetting Materials

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 100 (2000; Archived) The Authoritative Dictionary of IEEE Standards Terms

IEEE C2 (2017; Errata 1-2 2017; INT 1 2017) National Electrical Safety Code

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

NEMA 250 (2018) Enclosures for Electrical Equipment (1000 Volts Maximum)

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

NFPA 70 (2017; ERTA 1-2 2017; TIA 17-1; TIA 17-2; TIA 17-3; TIA 17-4; TIA 17-5; TIA 17-6; TIA 17-7; TIA 17-8; TIA 17-9; TIA 17-10; TIA 17-11; TIA 17-12; TIA 17-13; TIA 17-14; TIA 17-15; TIA 17-16; TIA 17-17 ) National Electrical Code

1.2 RELATED REQUIREMENTS

This section applies to certain sections of Division 02, EXISTING CONDITIONS. This section applies to all sections of Division 26 and 33, ELECTRICAL and UTILITIES, of this project specification unless specified otherwise in the individual sections.

1.3 DEFINITIONS

- a. Unless otherwise specified or indicated, electrical and electronics terms used in these specifications, and on the drawings, shall be as defined in IEEE 100.
- b. The technical sections referred to herein are those specification sections that describe products, installation procedures, and equipment operations and that refer to this section for detailed description of submittal types.

- c. The technical paragraphs referred to herein are those paragraphs in PART 2 - PRODUCTS and PART 3 - EXECUTION of the technical sections that describe products, systems, installation procedures, equipment, and test methods.

#### 1.4 ELECTRICAL CHARACTERISTICS

Electrical characteristics for this project shall be 12.47 kV primary, three phase, four wire, 60 Hz. Final connections to the power distribution system at the existing manhole shall be made by the Contractor as directed by the Contracting Officer.

#### 1.5 ADDITIONAL SUBMITTALS INFORMATION

Submittals required in other sections that refer to this section must conform to the following additional requirements as applicable.

##### 1.5.1 Shop Drawings (SD-02)

Include wiring diagrams and installation details of equipment indicating proposed location, layout and arrangement, control panels, accessories, piping, ductwork, and other items that must be shown to ensure a coordinated installation. Wiring diagrams shall identify circuit terminals and indicate the internal wiring for each item of equipment and the interconnection between each item of equipment. Drawings shall indicate adequate clearance for operation, maintenance, and replacement of operating equipment devices.

##### 1.5.2 Product Data (SD-03)

Submittal shall include performance and characteristic curves.

#### 1.6 QUALITY ASSURANCE

##### 1.6.1 Regulatory Requirements

In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "shall" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction," or words of similar meaning, to mean the Contracting Officer. Equipment, materials, installation, and workmanship shall be in accordance with the mandatory and advisory provisions of NFPA 70 unless more stringent requirements are specified or indicated.

##### 1.6.2 Standard Products

Provide materials and equipment that are products of manufacturers regularly engaged in the production of such products which are of equal material, design and workmanship. Products shall have been in satisfactory commercial or industrial use for 2 years prior to bid opening. The 2-year period shall include applications of equipment and materials under similar circumstances and of similar size. The product shall have been on sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the 2-year period. Where two or more items of the same class of equipment are required, these items shall be products of a single manufacturer; however, the component parts of the item need not be the products of the same manufacturer unless stated in the technical section.



#### 1.6.2.1 Alternative Qualifications

Products having less than a 2-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturers' factory or laboratory tests, is furnished.

#### 1.6.2.2 Material and Equipment Manufacturing Date

Products manufactured more than 3 years prior to date of delivery to site shall not be used, unless specified otherwise.

#### 1.7 WARRANTY

The equipment items shall be supported by service organizations which are reasonably convenient to the equipment installation in order to render satisfactory service to the equipment on a regular and emergency basis during the warranty period of the contract.

#### 1.8 POSTED OPERATING INSTRUCTIONS

Provide for each system and principal item of equipment as specified in the technical sections for use by operation and maintenance personnel. The operating instructions shall include the following:

- a. Wiring diagrams, control diagrams, and control sequence for each principal system and item of equipment.
- b. Start up, proper adjustment, operating, lubrication, and shutdown procedures.
- c. Safety precautions.
- d. The procedure in the event of equipment failure.
- e. Other items of instruction as recommended by the manufacturer of each system or item of equipment.

Print or engrave operating instructions and frame under glass or in approved laminated plastic. Post instructions where directed. For operating instructions exposed to the weather, provide weather-resistant materials or weatherproof enclosures. Operating instructions shall not fade when exposed to sunlight and shall be secured to prevent easy removal or peeling.

#### 1.9 MANUFACTURER'S NAMEPLATE

Each item of equipment shall have a nameplate bearing the manufacturer's name, address, model number, and serial number securely affixed in a conspicuous place; the nameplate of the distributing agent will not be acceptable.

#### 1.10 FIELD FABRICATED NAMEPLATES

ASTM D709. Provide laminated plastic nameplates for each equipment enclosure, relay, switch, and device; as specified in the technical sections or as indicated on the drawings. Each nameplate inscription shall identify the function and, when applicable, the position.

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Nameplates shall be melamine plastic, 0.125 inch thick, white with black center core. Surface shall be matte finish. Corners shall be square. Accurately align lettering and engrave into the core. Minimum size of nameplates shall be one by 2.5 inches. Lettering shall be a minimum of 0.25 inch high normal block style.

1.11 WARNING SIGNS

Provide warning signs for the enclosures of electrical equipment including substations, pad-mounted switches, having a nominal rating exceeding 600 volts.

- a. When such equipment is guarded by a fence, mount signs on the fence. Provide metal signs having nominal dimensions of 14 by 10 inches with the legend "DANGER HIGH VOLTAGE KEEP OUT" printed in three lines of nominal 3 inch high white letters on a red and black field.

1.12 ELECTRICAL REQUIREMENTS

Electrical installations shall conform to IEEE C2, NFPA 70, and requirements specified herein.

1.13 INSTRUCTION TO GOVERNMENT PERSONNEL

Where specified in the technical sections, furnish the services of competent instructors to give full instruction to designated Government personnel in the adjustment, operation, and maintenance of the specified systems and equipment, including pertinent safety requirements as required. Instructors shall be thoroughly familiar with all parts of the installation and shall be trained in operating theory as well as practical operation and maintenance work. Instruction shall be given during the first regular work week after the equipment or system has been accepted and turned over to the Government for regular operation. The number of man-days (8 hours per day) of instruction furnished shall be as specified in the individual section.

PART 2 PRODUCTS

2.1 FACTORY APPLIED FINISH

Electrical equipment shall have factory-applied painting systems which shall, as a minimum, meet the requirements of NEMA 250 corrosion-resistance test.

PART 3 EXECUTION

3.1 FIELD APPLIED PAINTING

Paint electrical equipment as required to match finish of adjacent surfaces or to meet the indicated or specified safety criteria. Painting shall be as specified in the section specifying the associated electrical equipment.

3.2 FIELD FABRICATED NAMEPLATE MOUNTING

Provide number, location, and letter designation of nameplates as indicated. Fasten nameplates to the device with a minimum of two

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sheet-metal screws or two rivets.

### 3.3 WARNING SIGN MOUNTING

Provide the number of signs required to be readable from each accessible side, but space the signs a maximum of 30 feet apart.

-- End of Section --

SECTION 26 08 00

APPARATUS INSPECTION AND TESTING  
08/08

PART 1 GENERAL

1.1 REFERENCES

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

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)

NETA ATS (2017; Errata 2017) Standard for  
Acceptance Testing Specifications for  
Electrical Power Equipment and Systems

1.2 RELATED REQUIREMENTS

Section 26 00 00.00 20 BASIC ELECTRICAL MATERIALS AND METHODS applies to this section with additions and modifications specified herein.

1.3 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-06 Test Reports

Acceptance tests and inspections

SD-07 Certificates

Qualifications of organization, and lead engineering technician

Acceptance test and inspections procedure

1.4 QUALITY ASSURANCE

1.4.1 Qualifications

Contractor shall engage the services of a qualified testing organization to provide inspection, testing, calibration, and adjustment of the electrical distribution system and generation equipment listed in paragraph entitled "Acceptance Tests and Inspections" herein.

Organization shall be independent of the supplier, manufacturer, and installer of the equipment. The organization shall be a first tier subcontractor. No work required by this section of the specification shall be performed by a second tier subcontractor.

- a. Submit name and qualifications of organization. Organization shall have been regularly engaged in the testing of electrical materials, devices, installations, and systems for a minimum of 5 years. The organization shall have a calibration program, and test instruments used shall be calibrated in accordance with NETA ATS.

- b. Submit name and qualifications of the lead engineering technician performing the required testing services. Include a list of three comparable jobs performed by the technician with specific names and telephone numbers for reference. Testing, inspection, calibration, and adjustments shall be performed by an engineering technician, certified by NETA or the National Institute for Certification in Engineering Technologies (NICET) with a minimum of 5 years' experience inspecting, testing, and calibrating electrical distribution and generation equipment, systems, and devices.

#### 1.4.2 Acceptance Tests and Inspections Reports

Submit certified copies of inspection reports and test reports. Reports shall include certification of compliance with specified requirements, identify deficiencies, and recommend corrective action when appropriate. Type and neatly bind test reports to form a part of the final record. Submit test reports documenting the results of each test not more than 10 days after test is completed.

#### 1.4.3 Acceptance Test and Inspections Procedure

Submit test procedure reports for each item of equipment to be field tested at least 45 days prior to planned testing date. Do not perform testing until after test procedure has been approved.

### PART 2 PRODUCTS

Not used.

### PART 3 EXECUTION

#### 3.1 ACCEPTANCE TESTS AND INSPECTIONS

Testing organization shall perform acceptance tests and inspections. Test methods, procedures, and test values shall be performed and evaluated in accordance with NETA ATS, the manufacturer's recommendations, and paragraph entitled "Field Quality Control" of each applicable specification section. Tests identified as optional in NETA ATS are not required unless otherwise specified. Equipment shall be placed in service only after completion of required tests and evaluation of the test results have been completed. Contractor shall supply to the testing organization complete sets of shop drawings, settings of adjustable devices, and other information necessary for an accurate test and inspection of the system prior to the performance of any final testing. Contracting Officer shall be notified at least 14 days in advance of when tests will be conducted by the testing organization. Perform acceptance tests and inspections on applicable equipment and systems specified in the following sections:

- a. Section 26 11 13.00 20 PRIMARY UNIT SUBSTATION

#### 3.2 SYSTEM ACCEPTANCE

Final acceptance of the system is contingent upon satisfactory completion of acceptance tests and inspections.

#### 3.3 PLACING EQUIPMENT IN SERVICE

A representative of the approved testing organization shall be present when equipment tested by the organization is initially energized and

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placed in service.

-- End of Section --

SECTION 26 11 13.00 20

PRIMARY UNIT SUBSTATION  
04/07

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI)

ANSI C12.1 (2008) Electric Meters Code for  
Electricity Metering

ASTM INTERNATIONAL (ASTM)

ASTM A167 (2011) Standard Specification for  
Stainless and Heat-Resisting  
Chromium-Nickel Steel Plate, Sheet, and  
Strip

ASTM A780/A780M (2009; R 2015) Standard Practice for  
Repair of Damaged and Uncoated Areas of  
Hot-Dip Galvanized Coatings

ASTM D1535 (2014; R 2018) Standard Practice for  
Specifying Color by the Munsell System

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE C2 (2017; Errata 1-2 2017; INT 1 2017)  
National Electrical Safety Code

IEEE C37.04 (1999; R 2006; AMD 1 2003; R 2006; ERTA  
2005; R 2006; AMD 2 2008; CORR 2009; INT  
2010) Standard for Rating Structure for AC  
High-Voltage Circuit Breakers

IEEE C37.06 (2009) Standard for AC High-Voltage  
Circuit Breakers Rated on a Symmetrical  
Current Basis - Preferred Ratings and  
Related Required Capabilities for Voltage  
Above 1000 V

IEEE C37.121 (2012) American National Standard for  
Switchgear-Unit Substations - Requirements

IEEE C37.20.2 (1999; Corr 2000; R 2005) Standard for  
Metal-Clad Switchgear

IEEE C37.20.3 (2013) Standard for Metal-Enclosed  
Interrupter Switchgear

IEEE C37.71 (2001) Standard Three-Phase, Manually

Operated Subsurface or Vault  
Load-Interrupting Switches for  
Alternating-Current Systems

- IEEE C37.90 (2005; R 2011) Standard for Relays and Relay Systems Associated With Electric Power Apparatus
- IEEE C57.12.28 (2014) Standard for Pad-Mounted Equipment - Enclosure Integrity
- IEEE C57.13 (2016) Requirements for Instrument Transformers
- IEEE C62.11 (2012) Standard for Metal-Oxide Surge Arresters for Alternating Current Power Circuits (>1kV)

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)

- NETA ATS (2017; Errata 2017) Standard for Acceptance Testing Specifications for Electrical Power Equipment and Systems

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

- NEMA C37.72 (1987) Manually-Operated, Dead-Front Padmounted Switchgear with Load Interrupting Switches and Separable Connectors for Alternating-Current Systems
- NEMA LI 1 (1998; R 2011) Industrial Laminating Thermosetting Products
- NEMA ST 20 (1992; R 1997) Standard for Dry-Type Transformers for General Applications

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

- NFPA 70 (2017; ERTA 1-2 2017; TIA 17-1; TIA 17-2; TIA 17-3; TIA 17-4; TIA 17-5; TIA 17-6; TIA 17-7; TIA 17-8; TIA 17-9; TIA 17-10; TIA 17-11; TIA 17-12; TIA 17-13; TIA 17-14; TIA 17-15; TIA 17-16; TIA 17-17 ) National Electrical Code

UNDERWRITERS LABORATORIES (UL)

- UL 467 (2013; Reprint Jun 2017) UL Standard for Safety Grounding and Bonding Equipment

1.2 RELATED REQUIREMENTS

Section 26 00 00.00 20 BASIC ELECTRICAL MATERIALS AND METHODS and Section 26 08 00 APPARATUS INSPECTION AND TESTING apply to this section, with the additions and modifications specified herein.



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### 1.3 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

#### 1.3.1 Coordinated Submittal Reviews

- a. Submit remaining substation component submittals to Engineer of Record for approval.

##### SD-02 Shop Drawings

Unit Substation Drawings

##### SD-03 Product Data

Primary Unit Substations

Submittal shall include manufacturer's information for each component, device and accessory provided with the equipment.

##### SD-05 Design Data

Capacity Calculations for Battery Charger and Batteries

Design Calculations for Unit Substation

##### SD-06 Test Reports

Submit report of results of Acceptance Checks and Tests specified by paragraph FIELD QUALITY CONTROL

Certified Copies of Dielectric Tests Report

##### SD-09 Manufacturer's Field Reports

Switchgear Design Tests

Switchgear Production Tests

Load Interrupter Switch Design Tests

Load Interrupter Switch Production Tests

##### SD-10 Operation and Maintenance Data

Primary Unit Substations, Data Package 5

Submit in accordance with Section 01 78 23 OPERATION AND MAINTENANCE DATA.

##### SD-11 Closeout Submittals

Equipment Test Schedule

#### 1.4 QUALITY ASSURANCE

##### 1.4.1 Battery Power Calculations

Submit capacity calculations for battery charger and batteries. Calculation shall verify that battery capacity exceeds station d.c. power requirements.

##### 1.4.2 Unit Substation Requirements

Submit Design Calculations for Unit Substation for approval prior to fabrication. Calculations must show that the substation can safely resist the loading indicated in the Structural Design Criteria notes show on the drawings. Include complete information for the fabrication and erection of the structure's components. calculations must be signed and sealed by a registered professional engineer.

##### 1.4.3 Unit Substation Drawings

Drawings shall include, but are not limited to the following:

- a. An outline drawing with front, top, and side views
- b. Ampere ratings of bus bars
- c. Maximum short-circuit bracing
- d. Nameplate data
- e. Circuit breaker and switch type(s), interrupting ratings, and trip devices including available settings
- f. Elementary diagrams and wiring diagrams with terminals identified and indicating prewired interconnections between items of equipment and the interconnection between the items
- g. One-line diagram, including switch(es), circuit breakers, current transformers, meters, and fuses
- h. Manufacturer's instruction manuals and published time-current curves (on full size 11 by 17 inches logarithmic paper) of the largest secondary feeder device. These shall be used by the designer of record to verify fuse size and to provide breaker settings that will ensure protection and coordination are achieved.
- i. Indicate method of reinforcing substation to resist the loading indicated in the Structural Design Criteria notes show on the drawings. Include drawings showing member sizes and connection details. Drawings must be signed and sealed by a registered professional engineer.

#### 1.5 MAINTENANCE

##### 1.5.1 Additions to Operation and Maintenance Data

In addition to requirements of Data Package 5, include the following on the actual primary unit substations provided.

- a. An instruction manual with pertinent items and information highlighted

- b. An outline drawing, including front view and sectional views with items and devices identified
- c. Prices for spare parts and supply list
- d. Routine and field acceptance test reports
- e. Time-Current-Characteristic (TCC) curves of fuses and circuit breakers
- f. Actual nameplate diagram
- g. Date of purchase

## PART 2 PRODUCTS

### 2.1 PRIMARY UNIT SUBSTATIONS

IEEE C37.121, single-ended arrangement, consisting of two incoming sections, the number of auxiliary sections, and outgoing sections indicated. Substation shall be designed for outdoor service with ventilation openings and gasketing provided to ensure a weatherproof assembly under rain, snow, sleet, and hurricane conditions. External doors shall have provisions for padlocking.

#### 2.1.1 Incoming Sections

Each incoming section shall consist of a metal-clad switchgear section.

##### 2.1.1.1 Conductor Termination

Conductor terminations shall be designed for terminating three single conductor cables per phase and shall be arranged for conduits entering from below.

##### 2.1.1.2 Vacuum Circuit Breaker as Main Protective Device

The vacuum circuit breaker shall be an electrically-operated, three-pole, circuit interrupting device rated for 1200 amperes continuous at 12.47 kV and 95 kV BIL. Breaker shall be designed for service on a 15 kV system with a short-circuit capacity of not less than 40,000 amperes symmetrical. Rating shall be based on IEEE C37.04 and IEEE C37.06. Circuit breaker shall be drawout-mounted with position indicator, operation counter, auxiliary switches, and primary and secondary disconnect devices. Circuit breaker shall be operated by an electrically charged, mechanically and electrically trip-free, stored-energy operating mechanism. Provide for manual charging of the mechanism. Circuit breaker control voltage shall be 195 Vdc.

- a. Contacts: Silver-plated, multifinger, positive pressure, self-aligning type for main drawout contacts.
- b. Each drawout breaker shall be provided with three-position operation. The connected position and the test/disconnect position shall be clearly identified by an indicator on the circuit breaker front panel.
  - (1) Connected position: Contacts are fully engaged. Breaker shall be tripped before it can be racked into or out of this position.

- (2) Test/disconnect position: Position shall allow for complete testing and operation of the breaker without energizing the primary circuit.
- (3) Withdrawn (removed) positions: Places breaker completely out of compartment, ready for removal.

#### 2.1.2 Metal-Clad Switchgear Outgoing Section

IEEE C37.20.2 for metal-clad medium-voltage vacuum circuit breaker type, insulated for 15 kV for use on 12.47 kV system. Each steel unit forming part of the switchgear structure shall be self-contained and shall house one-high breaker or instrument compartments, and a full height center and rear compartment for the buses and outgoing cable connections. For two-high breaker units, provide a removable metal barrier to separate the two cable circuits. Equip individual circuit-breaker compartments with drawout contacts, rails, disconnecting mechanism, and a cell interlock to prevent moving the removable element into or out of the "connected" position while the circuit breaker is closed. Provide a steel door for each breaker compartment. Enclosures shall be designed for outdoor location and shall conform to the Category A requirements of Table A1 of Appendix A to IEEE C37.20.2. Design the structure to allow for future additions. Provide laminated plastic nameplates for each relay, switch, meter, device, and cubicle to identify its function. Provide permanent labels for wiring and terminals corresponding to the designations on approved shop drawings. Mount nameplates on each circuit breaker compartment door.

- a. Phase buses and connections: Mount bus structure on insulated supports of high-impact, non-tracking, high-quality insulating material and brace bus to withstand the mechanical forces exerted during short-circuit conditions when connected directly to a source having maximum of 40,000 amperes rms symmetrical available. Bus bars shall be rated 2000 amperes and shall be high conductivity copper having silver plated joints. Make bus bar connections from main buses to the incoming circuit breaker studs. Equip outgoing circuit breaker studs with mechanical clamp type cable connectors for the size of cables shown. Provide cable supports for outgoing cables. Wire secondary circuits, including heater circuits, to terminal blocks. Terminal blocks shall be readily accessible for making external connections as required.
- b. Ground bus: Provide a copper ground bus sized for full short-circuit capacity. Secure ground bus to each vertical structure and extend ground bus the entire length of switchgear. Include provisions for making the station ground connections.
- c. DC bus: Provide an insulated copper bus or wire extending the entire length of switchgear. Bus shall be rated 100 amperes at 125 Vdc. Wire shall be No. 6 AWG minimum.
- d. Each breaker compartment shall have provision for mounting up to four sets of ANSI rated current transformers, two on line side and two on load side of each breaker.

##### 2.1.2.1 Circuit Breaker

Each vacuum circuit breaker shall be an electrically operated, three-pole, circuit interrupting device rated as indicated at maximum voltage of 15 kV

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and 95 kV BIL. Breaker shall be designed for service on a 12.47 kV system with a short-circuit capacity of not less than 62 amperes symmetrical. Rating shall be based on IEEE C37.04 and IEEE C37.06. Breaker frame size shall be as indicated. Circuit breaker shall be drawout-mounted with position indicator, operation counter, auxiliary switches, and primary and secondary disconnect devices. Circuit breaker shall be operated by an electrically charged, mechanically and electrically trip-free, stored-energy operating mechanism. Provide for manual charging of the mechanism and for slow closing of the contacts for inspection or adjustment. Circuit breaker control voltage shall be 125 Vdc.

- a. Contacts: Silver-plated, multifinger, positive pressure, self-aligning type for main drawout contacts.
- b. Each drawout breaker shall be provided with three-position operation. The connected position and the test/disconnect position shall be clearly identified by an indicator on the circuit breaker front panel.
  - (1) Connected position: Contacts are fully engaged. Breaker shall be tripped before it can be racked into or out of this position.
  - (2) Test/disconnect position: Position shall allow for complete testing and operation of the breaker without energizing the primary circuit.
  - (3) Withdrawn (removed) positions: Places breaker completely out of compartment, ready for removal.

2.1.2.2 Space Only Compartments

Provide fully equipped with busing, control switch, indicating lights, and drawout breaker mounting and connecting straps to accommodate future breakers. Provide compartments with doors.

2.1.2.3 Breaker Lifter

Provide a portable lifter rated for lifting and lowering circuit breakers from two-high cubicles. Portable lifter shall have swivel casters in front for ease of movement.

2.1.3 Protective Relays, Metering, and Control Devices

2.1.3.1 Relays

Relays shall conform to IEEE C37.90. Protective relays shall be induction type or solid-state type enclosed in rectangular, semiflush, switchboard-type drawout cases with indicating targets and provisions for testing in place by use of manufacturer's standard test blocks or test switches. One complete set of test blocks or test switches to fit each type of relay in the equipment shall be provided. Auxiliary and lockout relays are not required to have drawout cases or test provisions. Controls, relays, and protective functions shall be provided completely assembled and wired.

- a. Phase overcurrent relays (device 50/51): Provide one set of three time overcurrent relays responding to phase currents wired to trip associated circuit breakers upon the occurrence of a current above the tap setting of the relays.

- b. Ground overcurrent relays (device 50/51N): Provide a time overcurrent relay responding to ground (residual) current, wired to trip the associated circuit breaker upon occurrence of ground current above the tap setting of the relay.
- c. Ground overcurrent relays (device 51N): Provide a time overcurrent relay responding to ground (residual) current, wired to trip the associated circuit breaker upon occurrence of ground current above the tap setting of the relay.
- d. Directional phase overcurrent relays (device 67): Provide one set of three directionally controlled time overcurrent relays sensing phase current, wired to trip associated circuit breakers upon a current exceeding the tap setting in the direction indicated. Relays shall have a voltage polarized directional unit and an inverse time characteristic overcurrent unit.
- e. Directional ground overcurrent relays (device 67N): Provide directionally controlled time overcurrent relays sensing ground (residual) current. Relays shall be wired to trip the associated circuit breaker upon a current exceeding the tap setting in the direction indicated. Relays shall have a current and voltage polarized directional unit and an inverse time characteristic overcurrent unit. Relays shall be voltage polarized. Auxiliary potential transformers shall be provided to obtain polarizing voltage.
- f. Auxiliary control relays: Provide as required to implement protective functions and interlocking as indicated. Auxiliary relays shall have contacts rated to carry 30 amperes for one minute and 12 amperes continuously. Coils shall be a long-life design with a projected service life of 40 years.
  - (1) Auxiliary relays used for tripping circuit breakers shall be multicontact, high-speed relays operating in one-half cycle or less.
  - (2) Auxiliary relays for functions other than tripping circuit breakers shall be normal-speed relays operating in two cycles or less.
  - (3) Auxiliary timing relays shall be electro-pneumatic relays with contacts rated for at least the load they are controlling.

#### 2.1.3.2 Instrument Transformers

IEEE C57.13, as applicable.

- a. Current transformers: Transformers shall be as indicated, 60 Hz, and coordinated to the rating of the associated switchgear, relays, meters, and instruments.
- b. Potential transformers: Transformers shall be drawout type, 60 Hz, with voltage ratings and ratios coordinated to the ratings of the associated switchgear, relays, meters, and instruments. Potential transformers shall be with one fuse in the primary. Fuses shall be current limiting and sized as recommended by the potential transformer manufacturer.

#### 2.1.3.3 Heaters

Provide 120-volt heaters in each switchgear section. Heaters shall be of sufficient capacity to control moisture condensation in the compartments, and shall be sized 250 watts minimum. Heaters shall be controlled by a thermostat and humidistat located inside each section. Thermostats shall be industrial type, high limit, to maintain compartments within the range of 60 to 90 degrees F. Humidistats shall have a range of 30 percent to 60 percent relative humidity. Provide transformer rated to carry 125 percent of heater full load rating. Transformers shall have 220 degrees C insulation system with a temperature rise not exceeding 115 degrees C and shall conform to NEMA ST 20. Provide panelboard and circuit breakers in each switchgear assembly to serve the heaters in that switchgear assembly. Energize electric heaters in switchgear assemblies while the equipment is in storage or in place prior to being placed in service. Provide method for easy connection of heater to external power source.

#### 2.1.3.4 Pilot and Indicating Lights

Provide transformer, resistor, or diode type.

#### 2.1.4 Station Batteries and Charger

Provide station batteries and charger, suitable for the requirements of the switchgear and vacuum circuit breakers. Batteries shall be 12.5 V, 60 cells, lead-acid, sealed, totally absorbed electrolyte type.

- a. Pasted plate type batteries: Positive plates shall be of the manchester type and negative plates shall have a life equal to or greater than the positive plates. Battery containers shall be heat and impact resistant clear plastic with electrolyte level lines permanently marked on all four sides. A permanent leakproof seal shall be provided between cover and container and around cell posts. Sprayproof vent plugs shall be provided in covers. Sufficient sediment space shall be provided so that the battery will not have to be cleaned out during its normal life. High porosity separators to provide correct spacing between plates shall be provided. Capacity shall be calculated by switchgear manufacturer and approved by Contracting Officer before acceptance.
- b. Sealed batteries: Provide batteries with leakproof, spillproof electrolyte utilizing highly absorbent material to separate the positive and negative plates. Battery jars shall be hermetically sealed with welded seams. Batteries shall be maintenance-free and shall not require water to be added. Capacity shall be calculated by switchgear manufacturer and approved by Contracting Officer before acceptance.
- c. Battery charger shall be full-wave rectifier type, utilizing silicon semiconductor devices. Charger shall maintain a float charge of 2.15 V per cell and an equalizing charge of 2.33 V per cell. An equalizing charge timer shall be provided which operates automatically after an AC power failure of 5 seconds or more. Timer shall be adjustable for any time period up to 24 hours. Timer shall also be capable of being actuated manually. Adjustable float and equalizing voltage potentiometers shall be provided. Charger voltage shall be maintained within plus or minus 1/2 percent from no load to full load with AC line variations of plus or minus 10 percent and frequency variations of plus or minus 5 percent. DC voltmeter and ammeter with a minimum 3

1/2 inch scale and 2 percent accuracy of full scale shall be provided. Output current shall be limited to 115 percent of rated output current, even down to short circuit of the DC output terminals. Solid state circuit shall have AC and DC transient voltage terminals. AC and DC magnetic circuit breakers shall be provided. Circuit breakers shall not be overloaded or actuated under any external circuit condition, including recharge of a fully discharged battery and short circuit of the output terminals. Charger shall be capable of continuous operation at rated current at an ambient temperature of 40 degrees C. Output DC current capacity shall match the requirements of the batteries provided.

- d. Secure battery rack such that it can not overturn or be disrupted by lateral forces accompanying a seismic disturbance. Provide steel, three-step racks, painted with two coats of acid resistant paint for mounting batteries. Provide lead-plated copper inter-rack connectors and cell numbers with each rack.

#### 2.1.5 Insulated Barriers

Where insulated barriers are required by reference standards, provide barriers in accordance with NEMA LI 1, Type GPO-3, 0.25 inch minimum thickness.

#### 2.1.6 Corrosion Protection

Bases frames, and channels of unit substation shall be corrosion resistant and shall be fabricated of stainless steel. Base shall include any part of unit substation that is within 3 inches of concrete pad. Paint unit substation, including bases, light gray No. 61 or No. 49. Paint coating system shall comply with IEEE C57.12.28 regardless of base and substation material. The color notation is specified in ASTM D1535.

##### 2.1.6.1 Stainless Steel

ASTM A167, Type 304 or 304L.

#### 2.1.7 Terminal Boards

Provide with engraved plastic terminal strips and screw type terminals for external wiring between components and for internal wiring between removable assemblies. Terminal boards associated with current transformers shall be short-circuiting type. Terminate conductors for current transformers with ring-tongue lugs. Terminal board identification shall be identical in similar units. External wiring shall be color coded consistently for similar terminal boards.

#### 2.1.8 Wire Marking

Mark control and metering conductors at each end. Provide factory-installed white plastic tubing heat stamped with black block type letters on factory-installed wiring. On field-installed wiring, provide multiple white preprinted polyvinyl chloride (PVC) sleeves, heat stamped with black block type letters. Each sleeve shall contain a single letter or number, shall be elliptically shaped to fit the wire securely, and shall be keyed, or otherwise arranged, in such a manner to ensure alignment with adjacent sleeves. Provide specific wire markings using the appropriate combination of individual sleeves. Wire markers for factory installed conductors shall indicate wire designations corresponding to the



schematic drawings. Wire markers on field installed conductors shall indicate the device or equipment, including specific terminal number to which the remote end of the wire is attached, as well as the terminal number to which the wire is directly attached (near end/far end marking).

#### 2.1.9 Surge Arresters

Provide one surge arrester for each conductor on circuits where indicated. Surge arresters shall conform to IEEE C62.11 for station class and shall be rated 10 kV.

### 2.2 SOURCE QUALITY CONTROL

#### 2.2.1 Equipment Test Schedule

The Government reserves the right to witness tests. Provide equipment test schedules for tests to be performed at the manufacturer's test facility. Submit required test schedule and location, and notify the Contracting Officer 30 calendar days before scheduled test date. Notify Contracting Officer 15 calendar days in advance of changes to scheduled date.

##### a. Test Instrument Calibration

- (1) The manufacturer shall have a calibration program which assures that all applicable test instruments are maintained within rated accuracy.
- (2) The accuracy shall be directly traceable to the National Institute of Standards and Technology.
- (3) Instrument calibration frequency schedule shall not exceed 12 months for both test floor instruments and leased specialty equipment.
- (4) Dated calibration labels shall be visible on all test equipment.
- (5) Calibrating standard shall be of higher accuracy than that of the instrument tested.
- (6) Keep up-to-date records that indicate dates and test results of instruments calibrated or tested. For instruments calibrated by the manufacturer on a routine basis, in lieu of third party calibration, include the following:
  - (a) Maintain up-to-date instrument calibration instructions and procedures for each test instrument.
  - (b) Identify the third party/laboratory calibrated instrument to verify that calibrating standard is met.

#### 2.2.2 Switchgear Design Tests

IEEE C37.20.2 or IEEE C37.20.3 as applicable. Furnish documentation showing the results of design tests on a product of the same series and rating as that provided by this specification. Required tests shall be as follows:

##### a. Design Test

- (1) Dielectric test
- (2) Rated continuous current test
- (3) Short-time current withstand tests
- (4) Short-circuit current withstand tests
- (5) Mechanical endurance tests
- (6) Flame-resistance tests
- (7) Rod entry tests
- (8) Rain test for outdoor MV switchgear

#### 2.2.3 Switchgear Production Tests

IEEE C37.20.2 or IEEE C37.20.3 as applicable. Furnish reports which include results of production tests performed on the actual equipment for this project. Required tests shall be as follows:

##### a. Production Test

- (1) Dielectric test
- (2) Mechanical operation tests
- (3) Grounding of instrument transformer case test
- (4) Electrical operation and control-wiring tests
- (5) Impulse withstand test.

#### 2.2.4 Load Interrupter Switch Design Tests

IEEE C37.71 or NEMA C37.72 as applicable, and IEEE C37.20.3. Furnish documentation showing the results of design tests on a product of the same series and rating as that provided by this specification. Required tests shall be as follows:

##### a. Design Tests

- (1) Dielectric:
  - (a) Low-frequency withstand
  - (b) Impulse withstand
- (2) Continuous current
- (3) Short-time current withstand (2 - second)
- (4) Momentary current (10 cycles)
- (5) Mechanical endurance
- (6) Insulator supports

- (a) Flame-resistance
- (b) Tracking-resistance
- (7) Bus-bar insulation
  - (a) Dielectric strength
  - (b) Flame-resistance
- (8) Paint qualification
- (9) Rain

#### 2.2.5 Load Interrupter Switch Production Tests

IEEE C37.71 or NEMA C37.72 as applicable, and IEEE C37.20.3. Furnish reports of production tests performed on the actual equipment for this project. Required tests shall be as follows:

- a. Production Tests
  - (1) Dielectric
  - (2) Mechanical operation
  - (3) Grounding of instrument transformer case
  - (4) Electrical operation and control wiring

### PART 3 EXECUTION

#### 3.1 INSTALLATION

Electrical installations shall conform to IEEE C2, NFPA 70, and to the requirements specified herein.

#### 3.2 GROUNDING

NFPA 70 and IEEE C2, except that grounds and grounding systems shall have a resistance to solid earth ground not exceeding 5 ohms.

##### 3.2.1 Substation Grounding

Provide bare copper cable not smaller than No. 4/0 AWG, not less than 24 inches below grade connecting to the indicated ground rods. Substation transformer neutral connections shall not be smaller than No. 1/0 AWG. When work, in addition to that indicated or specified, is directed to obtain the specified ground resistance, the provision of the contract covering "Changes" shall apply. Fence and equipment connections shall not be smaller than No. 4 AWG. Ground fence at each gate post and corner post and at intervals not exceeding 10 feet. Bond each gate section to the fence post through a 1/8 by one inch flexible braided copper strap and clamps.

##### 3.2.2 Connections

Make joints in grounding conductors and loops by exothermic weld or

compression connector.

### 3.2.3 Ground Cable Crossing Expansion Joints in Structures and Pavements

Protect from damage by means of approved devices or methods of installation to allow the necessary slack in the cable across the joint to permit movement. Provide stranded or other approved flexible copper cable across such separations.

### 3.2.4 Grounding and Bonding Equipment

UL 467, except as indicated or specified otherwise.

## 3.3 INSTALLATION OF EQUIPMENT AND ASSEMBLIES

Install and connect unit substations furnished under this section as indicated on project drawings, the approved shop drawings, and as specified herein.

### 3.3.1 Medium-Voltage Switchgear and Load Interrupter Switches

IEEE C37.20.2 and IEEE C37.20.3 as applicable.

### 3.3.2 Meters and Instrument Transformers

ANSI C12.1.

### 3.3.3 Galvanizing Repair

Repair damage to galvanized coatings caused by handling, transporting, cutting, welding, or bolting. Make repairs in accordance with ASTM A780/A780M, zinc rich paint. Do not heat surfaces that repair paint has been applied to.

## 3.4 FOUNDATION FOR EQUIPMENT AND ASSEMBLIES

### 3.4.1 Exterior Location

Mount switchgear on existing concrete slab. Provide conduit turnups and cable entrance space required by the equipment to be mounted. Seal voids around conduit openings in slab with water- and oil-resistant caulking or sealant. Cut off and bush conduits 3 inches above slab surface.

## 3.5 FIELD QUALITY CONTROL

### 3.5.1 Performance of Acceptance Checks and Tests

Perform in accordance with the manufacturer's recommendations and include the following visual and mechanical inspections and electrical tests, performed in accordance with NETA ATS.

#### 3.5.1.1 Interrupter Switch(es)

##### a. Visual and Mechanical Inspection

(1) Compare equipment nameplate data with specifications and approved shop drawings.

(2) Inspect physical and mechanical condition.

- (3) Confirm correct application of manufacturer's recommended lubricants.
- (4) Verify appropriate anchorage and required area clearances.
- (5) Verify appropriate equipment grounding.
- (6) Verify correct blade alignment, blade penetration, travel stops, and mechanical operation.
- (7) Verify that fuse sizes and types correspond to approved shop drawings.
- (8) Verify that each fuse holder has adequate mechanical support.
- (9) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method. Thermographic surveying is not required.
- (10) Test interlocking systems for correct operation and sequencing.
- (11) Verify correct phase barrier materials and installation.
- (12) Compare switch blade clearances with industry standards.
- (13) Inspect all indicating devices for correct operation

b. Electrical Tests

- (1) Perform insulation-resistance tests.
- (2) Perform over-potential tests.
- (3) Measure contact-resistance across each switch blade.
- (4) Measure fuse resistance.
- (5) Verify heater operation.

3.5.1.2 Medium-Voltage Circuit Breakers (Vacuum)

a. Visual and mechanical inspection

- (1) Compare equipment nameplate data with specifications and approved shop drawings.
- (2) Inspect physical and mechanical condition.
- (3) Confirm correct application of manufacturer's recommended lubricants.
- (4) Inspect anchorage, alignment, and grounding.
- (5) Perform all mechanical operational tests on both the circuit breaker and its operating mechanism.
- (6) Measure critical distances such as contact gap as recommended by manufacturer.

(7) Verify tightness of accessible bolted connections by calibrated torque-wrench method. Thermographic survey is not required.

(8) Record as-found and as-left operation counter readings.

b. Electrical Tests

(1) Perform a contact-resistance test.

(2) Verify trip, close, trip-free, and antipump function.

(3) Trip circuit breaker by operation of each protective device.

(4) Perform insulation-resistance tests.

(5) Perform vacuum bottle integrity (overpotential) test across each bottle with the breaker in the open position in strict accordance with manufacturer's instructions. Do not exceed maximum voltage stipulated for this test.

3.5.1.3 Switchgear Assemblies

a. Visual and Mechanical Inspection

(1) Compare equipment nameplate data with specifications and approved shop drawings.

(2) Inspect physical, electrical, and mechanical condition.

(3) Confirm correct application of manufacturer's recommended lubricants.

(4) Verify appropriate anchorage, required area clearances, and correct alignment.

(5) Inspect all doors, panels, and sections for paint, dents, scratches, fit, and missing hardware.

(6) Verify that circuit breaker sizes and types correspond to approved shop drawings.

(7) Verify that current and potential transformer ratios correspond to approved shop drawings.

(8) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method. Thermographic survey is not required.

(9) Confirm correct operation and sequencing of electrical and mechanical interlock systems.

(10) Clean switchgear.

(11) Inspect insulators for evidence of physical damage or contaminated surfaces.

(12) Verify correct barrier installation.

- (13) Exercise all active components.
- (14) Inspect all mechanical indicating devices for correct operation.
- (15) Verify that vents are clear.
- (16) Test operation, alignment, and penetration of instrument transformer withdrawal disconnects.
- (17) Inspect control power transformers.

b. Electrical Tests

- (1) Perform insulation-resistance tests on each bus section.
- (2) Perform overpotential tests.
- (3) Perform insulation-resistance test on control wiring; Do not perform this test on wiring connected to solid-state components.
- (4) Perform control wiring performance test.
- (5) Perform primary current injection tests on the entire current circuit in each section of assembly.
- (6) Verify operation of heaters.

3.5.1.4 Instrument Transformers

a. Visual and Mechanical Inspection

- (1) Compare equipment nameplate data with specifications and approved shop drawings.
- (2) Inspect physical and mechanical condition.
- (3) Verify correct connection.
- (4) Verify that adequate clearances exist between primary and secondary circuit.
- (5) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method. Thermographic survey is not required.
- (6) Verify that all required grounding and shorting connections provide good contact.
- (7) Verify correct operation of transformer with drawout mechanism and grounding operation.
- (8) Verify correct primary and secondary fuse sizes for potential transformers.

b. Electrical Tests - Current Transformers

- (1) Perform insulation-resistance tests.
- (2) Perform polarity tests.

- (3) Perform ratio-verification tests.
- (4) Perform excitation test on transformers used for relaying applications.
- (5) Measure circuit burden at transformer terminals and determine the total burden.
- (6) When applicable, perform insulation resistance and dielectric withstand tests on the primary winding with secondary grounded.
- (7) CAUTION: Changes of connection, insertion, and removal of instruments, relays, and meters shall be performed in such a manner that the secondary circuits of energized current transformers are not opened momentarily.

c. Electrical Tests - Voltage (Potential) Transformers

- (1) Perform insulation-resistance tests.
- (2) Perform a polarity test on each transformer to verify the polarity marks or H1 - X1 relationships as applicable
- (3) Perform a turns ratio test on all tap positions , if applicable.
- (4) Measure potential circuit burdens at transformer terminals and determine the total burden.
- (5) Measure circuit burden at transformer terminals and determine the total burden.

3.5.1.5 Battery Systems

a. Visual and mechanical inspection

- (1) Compare equipment nameplate data with specifications and approved shop drawings.
- (2) Inspect physical and mechanical condition.
- (3) Verify tightness of accessible bolted electrical connections by calibrated torque-wrench method. Thermographic survey is not required.
- (4) Measure electrolyte specific gravity and temperature and visually check fill level.
- (5) Verify adequacy of battery support racks, mounting, anchorage, and clearances.

b. Electrical tests

- (1) Set charger float and equalizing voltage levels.
- (2) Verify all charger functions and alarms.
- (3) Measure each cell voltage and total battery voltage with charger energized and in float mode of operation.



- (4) Perform a capacity load test.

#### 3.5.1.6 Metering and Instrumentation

##### a. Visual and Mechanical Inspection

- (1) Compare equipment nameplate data with specifications and approved shop drawings.
- (2) Inspect physical and mechanical condition.
- (3) Verify tightness of electrical connections.

##### b. Electrical Tests

- (1) Determine accuracy of meters at 25, 50, 75, and 100 percent of full scale.
- (2) Calibrate watt-hour meters according to manufacturer's published data.
- (3) Verify all instrument multipliers.
- (4) Electrically confirm that current transformer and voltage transformer secondary circuits are intact.

#### 3.5.1.7 Grounding System

##### a. Visual and Mechanical Inspection

- (1) Inspect ground system for compliance with contract plans and specifications.

##### b. Electrical Tests

- (1) Perform ground-impedance measurements utilizing the fall-of-potential method. On systems consisting of interconnected ground rods, perform tests after interconnections are complete. On systems consisting of a single ground rod perform tests before any wire is connected. Take measurements in normally dry weather, not less than 48 hours after rainfall. Use a portable ground testing megger in accordance with manufacturer's instructions to test each ground or group of grounds. The instrument shall be equipped with a meter reading directly in ohms or fractions thereof to indicate the ground value of the ground rod or grounding systems under test.

Submit the measured ground resistance of each ground rod and grounding system, indicating the location of the rod and grounding system. Include the test method and test setup (i.e., pin location) used to determine ground resistance and soil conditions at the time the measurements were made.

#### 3.5.2 Field Dielectric Tests

Perform field dielectric tests on medium-voltage switchgear according to IEEE C37.20.2 or IEEE C37.20.3 as applicable.

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### 3.5.3 Follow-Up Verification

Upon completion of acceptance checks, settings, and tests, the Contractor shall show by demonstration in service that circuits and devices are in good operating condition and properly performing the intended function. Circuit breakers shall be tripped by operation of each protective device. Test shall require each item to perform its function not less than three times. As an exception to requirements stated elsewhere in the contract, notify the Contracting Officer 10 working days in advance of the dates and times for checks, settings, and tests.

-- End of Section --

SECTION 31 23 00.00 20

EXCAVATION AND FILL  
02/11

PART 1 GENERAL

1.1 REFERENCES

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

AMERICAN WATER WORKS ASSOCIATION (AWWA)

AWWA C600 (2017) Installation of Ductile-Iron Mains and Their Appurtenances

ASTM INTERNATIONAL (ASTM)

ASTM D1557 (2012; E 2015) Standard Test Methods for Laboratory Compaction Characteristics of Soil Using Modified Effort (56,000 ft-lbf/ft<sup>3</sup>) (2700 kN-m/m<sup>3</sup>)

ASTM D698 (2012; E 2014; E 2015) Laboratory Compaction Characteristics of Soil Using Standard Effort (12,400 ft-lbf/cu. ft. (600 kN-m/cu. m.))

1.2 DEFINITIONS

1.2.1 Degree of Compaction

Degree of compaction is expressed as a percentage of the maximum density obtained by the test procedure presented in ASTM D1557, for general soil types, abbreviated as percent laboratory maximum density.

1.2.2 Hard Materials

Weathered rock, dense consolidated deposits, or conglomerate materials which are not included in the definition of "rock" but which usually require the use of heavy excavation equipment, ripper teeth, or jack hammers for removal.

1.3 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-01 Preconstruction Submittals

Dewatering work plan

Submit 15 days prior to starting work.

Copies of all laboratory and field test reports within 24 hours of the completion of the test.

#### 1.4 DELIVERY, STORAGE, AND HANDLING

Perform in a manner to prevent contamination or segregation of materials.

#### 1.5 CRITERIA FOR BIDDING

Base bids on the following criteria:

- a. Hard materials will not be encountered.
- b. Blasting will not be permitted. Remove material in an approved manner.

#### 1.6 QUALITY ASSURANCE

##### 1.6.1 Dewatering Work Plan

Submit procedures for accomplishing dewatering work.

##### 1.6.2 Utilities

Movement of construction machinery and equipment over pipes and utilities during construction shall be at the Contractor's risk. Perform work adjacent to non-Government utilities as indicated in accordance with procedures outlined by utility company. Excavation made with power-driven equipment is not permitted within two feet of known Government-owned utility or subsurface construction. For work immediately adjacent to or for excavations exposing a utility or other buried obstruction, excavate by hand. Start hand excavation on each side of the indicated obstruction and continue until the obstruction is uncovered or until clearance for the new grade is assured. Support uncovered lines or other existing work affected by the contract excavation until approval for backfill is granted by the Contracting Officer. Report damage to utility lines or subsurface construction immediately to the Contracting Officer.

### PART 2 PRODUCTS

#### 2.1 UTILITY BEDDING MATERIAL

Except as specified otherwise in the individual piping section, provide bedding for buried piping in accordance with AWWA C600, Type 4, except as specified herein. Backfill to top of pipe shall be compacted to 95 percent of ASTM D698 maximum density. Plastic piping shall have bedding to spring line of pipe.

#### 2.2 BURIED WARNING AND IDENTIFICATION TAPE

Polyethylene plastic and metallic core or metallic-faced, acid- and alkali-resistant, polyethylene plastic warning tape manufactured specifically for warning and identification of buried utility lines. Provide tape on rolls, 3 inch minimum width, color coded as specified below for the intended utility with warning and identification imprinted in bold black letters continuously over the entire tape length. Warning and identification to read, "CAUTION, BURIED (intended service) LINE BELOW" or similar wording. Color and printing shall be permanent, unaffected by moisture or soil.

Warning Tape Color Codes	
Red:	Electric

PART 3 EXECUTION

3.1 PROTECTION

3.1.1 Drainage and Dewatering

Provide for the collection and disposal of surface and subsurface water encountered during construction.

3.1.1.1 Drainage

So that construction operations progress successfully, completely drain construction site during periods of construction to keep soil materials sufficiently dry. The Contractor shall establish/construct storm drainage features (ponds/basins) at the earliest stages of site development, and throughout construction grade the construction area to provide positive surface water runoff away from the construction activity and/or provide temporary ditches, dikes, swales, and other drainage features and equipment as required to maintain dry soils, prevent erosion and undermining of foundations. When unsuitable working platforms for equipment operation and unsuitable soil support for subsequent construction features develop, remove unsuitable material and provide new soil material as specified herein. It is the responsibility of the Contractor to assess the soil and ground water conditions presented by the plans and specifications and to employ necessary measures to permit construction to proceed. Excavated slopes and backfill surfaces shall be protected to prevent erosion and sloughing. Excavation shall be performed so that the site, the area immediately surrounding the site, and the area affecting operations at the site shall be continually and effectively drained.

3.1.1.2 Dewatering

Groundwater flowing toward or into excavations shall be controlled to prevent sloughing of excavation slopes and walls, boils, uplift and heave in the excavation and to eliminate interference with orderly progress of construction. French drains, sumps, ditches or trenches will not be permitted within 3 feet of the foundation of any structure, except with specific written approval, and after specific contractual provisions for restoration of the foundation area have been made. Control measures shall be taken by the time the excavation reaches the water level in order to maintain the integrity of the in situ material. While the excavation is open, the water level shall be maintained continuously, at least two feet below the working level.

Operate dewatering system continuously until construction work below existing water levels is complete. Submit performance records weekly. Measure and record performance of dewatering system at same time each day by use of observation wells or piezometers installed in conjunction with the dewatering system. Relieve hydrostatic head in previous zones below subgrade elevation in layered soils to prevent uplift.

### 3.1.2 Underground Utilities

Location of the existing utilities indicated is approximate. The Contractor shall physically verify the location and elevation of the existing utilities indicated prior to starting construction. The Contractor shall contact the Public Works Department for assistance in locating existing utilities.

### 3.1.3 Machinery and Equipment

Movement of construction machinery and equipment over pipes during construction shall be at the Contractor's risk. Repair, or remove and provide new pipe for existing or newly installed pipe that has been displaced or damaged.

## 3.2 SURFACE PREPARATION

### 3.2.1 Stripping

Strip suitable soil from the site where excavation or grading is indicated and stockpile separately from other excavated material. Material unsuitable for use as topsoil shall be stockpiled and used for backfilling. Locate topsoil so that the material can be used readily for the finished grading. Where sufficient existing topsoil conforming to the material requirements is not available on site, provide borrow materials suitable for use as topsoil. Protect topsoil and keep in segregated piles until needed.

## 3.3 EXCAVATION

Excavate to contours, elevation, and dimensions indicated. Reuse excavated materials that meet the specified requirements for the material type required at the intended location. Keep excavations free from water. Excavate soil disturbed or weakened by Contractor's operations, soils softened or made unsuitable for subsequent construction due to exposure to weather. Excavations below indicated depths will not be permitted except to remove unsatisfactory material. Unless specified otherwise, refill excavations cut below indicated depth with backfill and fill material and compact to 95 percent of ASTM D1557 maximum density. Satisfactory material removed below the depths indicated, without specific direction of the Contracting Officer, shall be replaced with satisfactory materials to the indicated excavation grade; except as specified for spread footings. Determination of elevations and measurements of approved overdepth excavation of unsatisfactory material below grades indicated shall be done under the direction of the Contracting Officer.

### 3.3.1 Pipe Trenches

Excavate to the dimension indicated. Grade bottom of trenches to provide uniform support for each section of pipe after pipe bedding placement. Tamp if necessary to provide a firm pipe bed. Recesses shall be excavated to accommodate bells and joints so that pipe will be uniformly supported for the entire length. Rock, where encountered, shall be excavated to a depth of at least 6 inches below the bottom of the pipe.

### 3.3.2 Excavated Materials

Satisfactory excavated material required for fill or backfill shall be placed in the proper section of the permanent work required or shall be

separately stockpiled if it cannot be readily placed. Satisfactory material in excess of that required for the permanent work and all unsatisfactory material shall be disposed of as specified in Paragraph "DISPOSITION OF SURPLUS MATERIAL."

### 3.3.3 Final Grade of Surfaces to Support Concrete

Excavation to final grade shall not be made until just before concrete is to be placed. Only excavation methods that will leave the foundation rock in a solid and unshattered condition shall be used. Approximately level surfaces shall be roughened, and sloped surfaces shall be cut as indicated into rough steps or benches to provide a satisfactory bond. Shales shall be protected from slaking and all surfaces shall be protected from erosion resulting from ponding or flow of water.

### 3.4 SUBGRADE PREPARATION

Unsatisfactory material in surfaces to receive fill or in excavated areas shall be removed and replaced with satisfactory materials as directed by the Contracting Officer. The surface shall be scarified to a depth of 6 inches before the fill is started. Sloped surfaces steeper than 1 vertical to 4 horizontal shall be plowed, stepped, benched, or broken up so that the fill material will bond with the existing material. When subgrades are less than the specified density, the ground surface shall be broken up to a minimum depth of 6 inches, pulverized, and compacted to the specified density. When the subgrade is part fill and part excavation or natural ground, the excavated or natural ground portion shall be scarified to a depth of 12 inches and compacted as specified for the adjacent fill. Material shall not be placed on surfaces that are muddy, frozen, or contain frost. Compaction shall be accomplished by sheepsfoot rollers, pneumatic-tired rollers, steel-wheeled rollers, or other approved equipment well suited to the soil being compacted. Material shall be moistened or aerated as necessary. Minimum subgrade density shall be as specified herein.

### 3.5 FILLING AND BACKFILLING

Fill and backfill to contours, elevations, and dimensions indicated. Compact each lift before placing overlaying lift.

#### 3.5.1 Backfill and Fill Material Placement Over Pipes and at Walls

Backfilling shall not begin until construction below finish grade has been approved, underground utilities systems have been inspected, tested and approved, forms removed, and the excavation cleaned of trash and debris. Backfill shall be brought to indicated finish grade. Where pipe is coated or wrapped for protection against corrosion, the backfill material up to an elevation 2 feet above and 1 foot above other utility lines shall be free from stones larger than 1 inch in any dimension. Heavy equipment for spreading and compacting backfill shall not be operated closer to foundation or retaining walls than a distance equal to the height of backfill above the top of footing; the area remaining shall be compacted in layers not more than 4 inches in compacted thickness with power-driven hand tampers suitable for the material being compacted. Backfill shall be placed carefully around pipes to avoid damage to coatings, wrappings, or tanks. Backfill shall not be placed against foundation walls prior to 7 days after completion of the walls. As far as practicable, backfill shall be brought up evenly on each side of the wall and sloped to drain away from the wall.

### 3.5.2 Trench Backfilling

Backfill as rapidly as construction, testing, and acceptance of work permits. Place and compact backfill under structures and paved areas in 6 inch lifts to top of trench and in 6 inch lifts to one foot over pipe outside structures and paved areas.

### 3.6 BURIED WARNING AND IDENTIFICATION TAPE

Provide buried utility lines with utility identification tape. Bury tape 12 inches below finished grade; under pavements and slabs, bury tape 6 inches below top of subgrade.

### 3.7 BURIED DETECTION WIRE

Bury detection wire directly above non-metallic piping at a distance not to exceed 12 inches above the top of pipe. The wire shall extend continuously and unbroken, from manhole to manhole. The ends of the wire shall terminate inside the manholes at each end of the pipe, with a minimum of 3 feet of wire, coiled, remaining accessible in each manhole. The wire shall remain insulated over it's entire length. The wire shall enter manholes between the top of the corbel and the frame, and extend up through the chimney seal between the frame and the chimney seal. For force mains, the wire shall terminate in the valve pit at the pump station end of the pipe.

### 3.8 COMPACTION

Determine in-place density of existing subgrade; if required density exists, no compaction of existing subgrade will be required.

#### 3.8.1 Adjacent Area

Compact areas within 5 feet of structures to 90 percent of ASTM D1557.

### 3.9 FINISH OPERATIONS

#### 3.9.1 Topsoil and Seed

Scarify existing subgrade. Provide 4 inches of topsoil for newly graded finish earth surfaces and areas disturbed by the Contractor. Topsoil shall not be placed when the subgrade is frozen, excessively wet, extremely dry, or in a condition otherwise detrimental to seeding, planting, or proper grading. Additional topsoil will not be required if work is performed in compliance with stripping and stockpiling requirements. Seed shall match existing vegetation. Provide seed at 5 pounds per 1000 square feet.

Provide mulch and water to establish an acceptable stand of grass.

#### 3.9.2 Protection of Surfaces

Protect newly backfilled, graded, and topsoiled areas from traffic, erosion, and settlements that may occur. Repair or reestablish damaged grades, elevations, or slopes.



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3.10 DISPOSITION OF SURPLUS MATERIAL

Remove from Government property surplus or other soil material not required or suitable for filling or backfilling, and brush, refuse, stumps, roots, and timber.

3.11 FIELD QUALITY CONTROL

3.11.1 Sampling

Take the number and size of samples required to perform the following tests.

-- End of Section --

SECTION 33 71 02

UNDERGROUND ELECTRICAL DISTRIBUTION  
02/15

PART 1 GENERAL

1.1 REFERENCES

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

ASSOCIATION OF EDISON ILLUMINATING COMPANIES (AEIC)

AEIC CS8 (2013) Specification for Extruded Dielectric Shielded Power Cables Rated 5 Through 46 kV

ASTM INTERNATIONAL (ASTM)

ASTM B1 (2013) Standard Specification for Hard-Drawn Copper Wire

ASTM B3 (2013) Standard Specification for Soft or Annealed Copper Wire

ASTM B496 (2016) Standard Specification for Compact Round Concentric-Lay-Stranded Copper Conductors

ASTM B8 (2011; R 2017) Standard Specification for Concentric-Lay-Stranded Copper Conductors, Hard, Medium-Hard, or Soft

ASTM C309 (2011) Standard Specification for Liquid Membrane-Forming Compounds for Curing Concrete

ASTM F512 (2012; R 2017) Standard Specification for Smooth-Wall Poly (Vinyl Chloride) (PVC) Conduit and Fittings for Underground Installation

INSTITUTE OF ELECTRICAL AND ELECTRONICS ENGINEERS (IEEE)

IEEE 400.2 (2013) Guide for Field Testing of Shielded Power Cable Systems Using Very Low Frequency (VLF)

IEEE 404 (2012) Standard for Extruded and Laminated Dielectric Shielded Cable Joints Rated 2500 V to 500,000 V

IEEE 48 (2009) Standard for Test Procedures and Requirements for Alternating-Current Cable Terminations Used on Shielded Cables

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Having Laminated Insulation Rated 2.5 kV through 765 kV or Extruded Insulation Rated 2.5 kV through 500 kV

- IEEE 81 (2012) Guide for Measuring Earth Resistivity, Ground Impedance, and Earth Surface Potentials of a Ground System
- IEEE C2 (2017; Errata 1-2 2017; INT 1 2017) National Electrical Safety Code
- IEEE Stds Dictionary (2009) IEEE Standards Dictionary: Glossary of Terms & Definitions

INTERNATIONAL ELECTRICAL TESTING ASSOCIATION (NETA)

- NETA ATS (2017; Errata 2017) Standard for Acceptance Testing Specifications for Electrical Power Equipment and Systems

NATIONAL ELECTRICAL MANUFACTURERS ASSOCIATION (NEMA)

- ANSI/NEMA WC 71/ICEA S-96-659 (2014) Standard for Nonshielded Cables Rated 2001-5000 Volts for use in the Distribution of Electric Energy
- NEMA TC 2 (2013) Standard for Electrical Polyvinyl Chloride (PVC) Conduit
- NEMA TC 6 & 8 (2013) Standard for Polyvinyl Chloride (PVC) Plastic Utilities Duct for Underground Installations
- NEMA TC 9 (2004) Standard for Fittings for Polyvinyl Chloride (PVC) Plastic Utilities Duct for Underground Installation
- NEMA WC 74/ICEA S-93-639 (2012) 5-46 kV Shielded Power Cable for Use in the Transmission and Distribution of Electric Energy

NATIONAL FIRE PROTECTION ASSOCIATION (NFPA)

- NFPA 70 (2017; ERTA 1-2 2017; TIA 17-1; TIA 17-2; TIA 17-3; TIA 17-4; TIA 17-5; TIA 17-6; TIA 17-7; TIA 17-8; TIA 17-9; TIA 17-10; TIA 17-11; TIA 17-12; TIA 17-13; TIA 17-14; TIA 17-15; TIA 17-16; TIA 17-17 ) National Electrical Code

TELECOMMUNICATIONS INDUSTRY ASSOCIATION (TIA)

- TIA-758 (2012b) Customer-Owned Outside Plant Telecommunications Infrastructure Standard

U.S. DEPARTMENT OF AGRICULTURE (USDA)

- RUS Bull 1751F-644 (2002) Underground Plant Construction

UNDERWRITERS LABORATORIES (UL)

UL 1072	(2006; Reprint Jun 2013) Medium-Voltage Power Cables
UL 510	(2017) UL Standard for Safety Polyvinyl Chloride, Polyethylene and Rubber Insulating Tape
UL 514B	(2012; Reprint Nov 2014) Conduit, Tubing and Cable Fittings
UL 6	(2007; Reprint Nov 2014) Electrical Rigid Metal Conduit-Steel
UL 651	(2011; Reprint Nov 2018) UL Standard for Safety Schedule 40, 80, Type EB and A Rigid PVC Conduit and Fittings
UL 94	(2013; Reprint Sep 2017) UL Standard for Safety Tests for Flammability of Plastic Materials for Parts in Devices and Appliances

1.2 RELATED REQUIREMENTS

Section 26 08 00 APPARATUS INSPECTION AND TESTING applies to this section, with the additions and modifications specified herein.

1.3 DEFINITIONS

- a. Unless otherwise specified or indicated, electrical and electronics terms used in these specifications, and on the drawings, are as defined in IEEE Stds Dictionary.
- b. In the text of this section, the words conduit and duct are used interchangeably and have the same meaning.
- c. In the text of this section, "medium voltage cable splices," and "medium voltage cable joints" are used interchangeably and have the same meaning.

1.4 SUBMITTALS

Submit the following in accordance with Section 01 33 00 SUBMITTAL PROCEDURES:

SD-03 Product Data

Medium voltage cable

Medium voltage cable joints

Medium voltage cable terminations

Pulling-In Irons

Cable supports (racks, arms and insulators)

SD-06 Test Reports

Medium voltage cable qualification and production tests

Field Acceptance Checks and Tests

Arc-proofing test for cable fireproofing tape

Cable Installation Plan and Procedure

Six copies of the information described below in 8-1/2 by 11 inch binders having a minimum of three rings from which material may readily be removed and replaced, including a separate section for each cable pull. Separate sections by heavy plastic dividers with tabs, with all data sheets signed and dated by the person supervising the pull.

- a. Site layout drawing with cable pulls numerically identified.
- b. A list of equipment used, with calibration certifications. The manufacturer and quantity of lubricant used on pull.
- c. The cable manufacturer and type of cable.
- d. The dates of cable pulls, time of day, and ambient temperature.
- e. The length of cable pull and calculated cable pulling tensions.
- f. The actual cable pulling tensions encountered during pull.

SD-07 Certificates

Cable splicer/terminator

Cable Installer Qualifications

1.5 QUALITY ASSURANCE

1.5.1 Certificate of Competency for Cable Splicer/Terminator

The cable splicer/terminator must have a certification from the National Cable Splicing Certification Board (NCSCB) in the field of splicing and terminating shielded medium voltage (5 kV to 35 kV) power cable using pre-manufactured kits (pre-molded, heat-shrink, cold shrink). Submit "Proof of Certification" for approval, for the individuals that will be performing cable splicer and termination work, 30 days before splices or terminations are to be made.

Certification of the qualification of the cable splicer/terminator shall be submitted, for approval, 30 days before splices or terminations are to be made in medium voltage (5 kV to 35 kV) cables. The certification shall include the training, and experience of the individual on the specific type and classification of cable to be provided under this contract. The certification shall indicate that the individual has had three or more years recent experience splicing and terminating medium voltage cables. The certification shall also list a minimum of three splices/terminations that have been in operation for more than one year. In addition, the

individual may be required to perform a dummy or practice splice/termination in the presence of the Contracting Officer, before being approved as a qualified cable splicer. If that additional requirement is imposed, the Contractor shall provide short sections of the approved types of cables along with the approved type of splice/termination kit, and detailed manufacturer's instructions for the cable to be spliced. The Contracting Officer reserves the right to require additional proof of competency or to reject the individual and call for certification of an alternate cable splicer.

#### 1.5.2 Cable Installer Qualifications

Provide at least one onsite person in a supervisory position with a documentable level of competency and experience to supervise all cable pulling operations. Provide a resume showing the cable installers' experience in the last three years, including a list of references complete with points of contact, addresses and telephone numbers. Cable installer must demonstrate experience with a minimum of three medium voltage cable installations. The Contracting Officer reserves the right to require additional proof of competency or to reject the individual and call for an alternate qualified cable installer.

#### 1.5.3 Regulatory Requirements

In each of the publications referred to herein, consider the advisory provisions to be mandatory, as though the word, "must" had been substituted for "should" wherever it appears. Interpret references in these publications to the "authority having jurisdiction," or words of similar meaning, to mean the Contracting Officer. Equipment, materials, installation, and workmanship must be in accordance with the mandatory and advisory provisions of IEEE C2 and NFPA 70 unless more stringent requirements are specified or indicated.

#### 1.5.4 Standard Products

Provide materials and equipment that are products of manufacturers regularly engaged in the production of such products which are of equal material, design and workmanship. Products must have been in satisfactory commercial or industrial use for 2 years prior to bid opening. The 2-year period must include applications of equipment and materials under similar circumstances and of similar size. The product must have been for sale on the commercial market through advertisements, manufacturers' catalogs, or brochures during the 2-year period. Where two or more items of the same class of equipment are required, these items must be products of a single manufacturer; however, the component parts of the item need not be the products of the same manufacturer unless stated in this section.

##### 1.5.4.1 Alternative Qualifications

Products having less than a 2-year field service record will be acceptable if a certified record of satisfactory field operation for not less than 6000 hours, exclusive of the manufacturers' factory or laboratory tests, is furnished.

##### 1.5.4.2 Material and Equipment Manufacturing Date

Products manufactured more than 3 years prior to date of delivery to site are not acceptable, unless specified otherwise.

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PART 2 PRODUCTS

2.1 CONDUIT, DUCTS, AND FITTINGS

2.1.1 Rigid Metal Conduit

UL 6.

2.1.2 Plastic Duct for Concrete Encasement

Provide Type EB-20 per UL 651, ASTM F512, and NEMA TC 6 & 8 or Type EPC-40 per UL 651 and NEMA TC 2.

2.1.3 Duct Sealant

UL 94, Class HBF. Provide high-expansion urethane foam duct sealant that expands and hardens to form a closed, chemically and water resistant, rigid structure. Sealant must be compatible with common cable and wire jackets and capable of adhering to metals, plastics and concrete. Sealant must be capable of curing in temperature ranges of 35 degrees F to 95 degrees F. Cured sealant must withstand temperature ranges of -20 degrees F to 200 degrees F without loss of function.

2.1.4 Fittings

2.1.4.1 Metal Fittings

UL 514B.

2.1.4.2 PVC Conduit Fittings

UL 514B, UL 651.

2.1.4.3 PVC Duct Fittings

NEMA TC 9.

2.2 MEDIUM VOLTAGE CABLE

Cable (conductor) sizes are designated by American Wire Gauge (AWG) and Thousand Circular Mils (Kcmil). Conductor and conduit sizes indicated are for copper conductors unless otherwise noted. Insulated conductors must have the date of manufacture and other identification imprinted on the outer surface of each cable at regular intervals throughout cable length. Wires and cables manufactured more than 24 months prior to date of delivery to the site are not acceptable. Provide single conductor type cables unless otherwise indicated.

2.2.1 Cable Configuration

Provide Type MV cable, conforming to NEMA WC 74/ICEA S-93-639 and UL 1072. Provide cables manufactured for use in duct applications. Cable must be rated 15 kV with 133 percent insulation level.

2.2.2 Conductor Material

Provide concentric-lay-stranded, Class B conductors. Provide soft drawn copper cables complying with ASTM B3 and ASTM B8 for regular concentric and compressed stranding or ASTM B496 for compact stranding.

### 2.2.3 Insulation

Provide ethylene-propylene-rubber (EPR) insulation conforming to the requirements of ANSI/NEMA WC 71/ICEA S-96-659.

### 2.2.4 Shielding

Cables rated for 2 kV and above must have a semiconducting conductor shield, a semiconducting insulation shield, and an overall copper tape shield for each phase.

### 2.2.5 Jackets

Provide cables with a PVC jacket.

## 2.3 MEDIUM VOLTAGE CABLE TERMINATIONS

IEEE 48 Class 1; of the molded elastomer, prestretched elastomer, or heat-shrinkable elastomer. Acceptable elastomers are track-resistant silicone rubber or track-resistant ethylene propylene compounds, such as ethylene propylene rubber or ethylene propylene diene monomer. Separable insulated connectors may be used for apparatus terminations, when such apparatus is provided with suitable bushings. Terminations, where required, must be provided with mounting brackets suitable for the intended installation and with grounding provisions for the cable shielding, metallic sheath, or armor. Terminations must be provided in a kit, including: skirts, stress control terminator, ground clamp, connectors, lugs, and complete instructions for assembly and installation. Terminations must be the product of one manufacturer, suitable for the type, diameter, insulation class and level, and materials of the cable terminated. Do not use separate parts of copper or copper alloy in contact with aluminum alloy parts in the construction or installation of the terminator.

### 2.3.1 Cold-Shrink Type

Terminator must be a one-piece design, utilizing the manufacturer's latest technology, where high-dielectric constant (capacitive) stress control is integrated within a skirted insulator made of silicone rubber. Termination must not require heat or flame for installation. Termination kit must contain all necessary materials (except for the lugs). Termination must be designed for installation in low or highly contaminated indoor and outdoor locations and must resist ultraviolet rays and oxidative decomposition.

### 2.3.2 Heat Shrinkable Type

Terminator must consist of a uniform cross section heat shrinkable polymeric construction stress relief tubing and environmentally sealed outer covering that is nontracking, resists heavy atmospheric contaminants, ultra violet rays and oxidative decomposition. Provide heat shrinkable sheds or skirts of the same material. Termination must be designed for installation in low or highly contaminated indoor or outdoor locations.

## 2.4 MEDIUM VOLTAGE CABLE JOINTS

Provide joints (splices) in accordance with IEEE 404 suitable for the



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rated voltage, insulation level, insulation type, and construction of the cable. Joints must be certified by the manufacturer for waterproof, submersible applications. Upon request, supply manufacturer's design qualification test report in accordance with IEEE 404. Connectors for joint must be tin-plated electrolytic copper, having ends tapered and having center stops to equalize cable insertion.

2.4.1 Heat-Shrinkable Joint

Consists of a uniform cross-section heat-shrinkable polymeric construction with a linear stress relief system, a high dielectric strength insulating material, and an integrally bonded outer conductor layer for shielding. Replace original cable jacket with a heavy-wall heat-shrinkable sleeve with hot-melt adhesive coating.

2.4.2 Cold-Shrink Rubber-Type Joint

Joint must be of a cold shrink design that does not require any heat source for its installation. Splice insulation and jacket must be of a one-piece factory formed cold shrink sleeve made of black EPDM rubber. Splice must be packaged three splices per kit, including complete installation instructions.

2.5 TAPE

2.5.1 Insulating Tape

UL 510, plastic insulating tape, capable of performing in a continuous temperature environment of 80 degrees C.

2.5.2 Buried Warning and Identification Tape

Provide detectable tape in accordance with Section 31 23 00.00 20 EXCAVATION AND FILL.

2.5.3 Fireproofing Tape

Provide tape composed of a flexible, conformable, unsupported intumescent elastomer. Tape must be not less than .030 inch thick, noncorrosive to cable sheath, self-extinguishing, noncombustible, adhesive-free, and must not deteriorate when subjected to oil, water, gases, salt water, sewage, and fungus.

2.6 PULL ROPE

Plastic or flat pull line (bull line) having a minimum tensile strength of 200 pounds.

2.7 GROUNDING AND BONDING

2.7.1 Grounding Conductors

Stranded-bare copper conductors must conform to ASTM B8, Class B, soft-drawn unless otherwise indicated. Solid-bare copper conductors must conform to ASTM B1 for sizes No. 8 and smaller. Insulated conductors must be of the same material as phase conductors and green color-coded, except that conductors must be rated no more than 600 volts. Aluminum is not acceptable.

## 2.8 CAST-IN-PLACE CONCRETE

Provide concrete for encasement of underground ducts with 3000 psi minimum 28-day compressive strength. Concrete associated with electrical work for other than encasement of underground ducts must be 4000 psi minimum 28-day compressive strength unless specified otherwise.

## 2.9 CABLE SUPPORTS (RACKS, ARMS, AND INSULATORS)

The metal portion of racks and arms must be zinc-coated after fabrication.

## 2.10 CABLE TAGS IN MANHOLES

Provide tags for each power cable located in manholes. The tags must be polyethylene. Do not provide handwritten letters. The first position on the power cable tag must denote the voltage. The second through sixth positions on the tag must identify the circuit. The next to last position must denote the phase of the circuit and include the Greek "phi" symbol. The last position must denote the cable size. As an example, a tag could have the following designation: "11.5 NAS 1-8(Phase A)500," denoting that the tagged cable is on the 11.5kV system circuit number NAS 1-8, underground, Phase A, sized at 500 kcmil.

### 2.10.1 Polyethylene Cable Tags

Provide tags of polyethylene that have an average tensile strength of 3250 pounds per square inch; and that are 0.08 inch thick (minimum), non-corrosive non-conductive; resistive to acids, alkalis, organic solvents, and salt water; and distortion resistant to 170 degrees F. Provide 0.05 inch (minimum) thick black polyethylene tag holder. Provide a one-piece nylon, self-locking tie at each end of the cable tag. Ties must have a minimum loop tensile strength of 175 pounds. The cable tags must have black block letters, numbers, and symbols one inch high on a yellow background. Letters, numbers, and symbols must not fall off or change positions regardless of the cable tags' orientation.

## 2.11 SOURCE QUALITY CONTROL

### 2.11.1 Arc-Proofing Test for Cable Fireproofing Tape

Manufacturer must test one sample assembly consisting of a straight lead tube 12 inches long with a 2 1/2 inch outside diameter, and a 1/8 inch thick wall, and covered with one-half lap layer of arc and fireproofing tape per manufacturer's instructions. The arc and fireproofing tape must withstand extreme temperature of a high-current fault arc 13,000 degrees K for 70 cycles as determined by using an argon directed plasma jet capable of constantly producing and maintaining an arc temperature of 13,000 degrees K. Temperature (13,000 degrees K) of the ignited arc between the cathode and anode must be obtained from a dc power source of 305 (plus or minus 5) amperes and 20 (plus or minus 1) volts. The arc must be directed toward the sample assembly accurately positioned 5 (plus or minus 1) millimeters downstream in the plasma from the anode orifice by fixed flow rate of argon gas (0.18 g per second). Each sample assembly must be tested at three unrelated points. Start time for tests must be taken from recorded peak current when the specimen is exposed to the full test temperature. Surface heat on the specimen prior to that time must be minimal. The end point is established when the plasma or conductive arc penetrates the protective tape and strikes the lead tube. Submittals for arc-proofing tape must indicate that the test has been performed and

passed by the manufacturer.

#### 2.11.2 Medium Voltage Cable Qualification and Production Tests

Results of AEIC CS8 qualification and production tests as applicable for each type of medium voltage cable.

### PART 3 EXECUTION

#### 3.1 INSTALLATION

Install equipment and devices in accordance with the manufacturer's published instructions and with the requirements and recommendations of NFPA 70 and IEEE C2 as applicable. In addition to these requirements, install telecommunications in accordance with TIA-758 and RUS Bull 1751F-644.

#### 3.2 CABLE INSPECTION

Inspect each cable reel for correct storage positions, signs of physical damage, and broken end seals prior to installation. If end seal is broken, remove moisture from cable prior to installation in accordance with the cable manufacturer's recommendations.

#### 3.3 CABLE INSTALLATION PLAN AND PROCEDURE

Obtain from the manufacturer an installation manual or set of instructions which addresses such aspects as cable construction, insulation type, cable diameter, bending radius, cable temperature limits for installation, lubricants, coefficient of friction, conduit cleaning, storage procedures, moisture seals, testing for and purging moisture, maximum allowable pulling tension, and maximum allowable sidewall bearing pressure. Prepare a checklist of significant requirements and submit along with the manufacturer's instructions in accordance with SUBMITTALS. Install cable strictly in accordance with the cable manufacturer's recommendations and the approved installation plan.

#### 3.4 UNDERGROUND STRUCTURE CONSTRUCTION

Provide standard type cast-in-place construction as specified herein and as indicated, or precast construction as specified herein. Horizontal concrete surfaces of floors must have a smooth trowel finish. Cure concrete by applying two coats of white pigmented membrane forming-curing compound in strict accordance with the manufacturer's printed instructions, except that precast concrete may be steam cured. Curing compound must conform to ASTM C309. Locate duct entrances and windows in the center of end walls (shorter) and near the corners of sidewalls (longer) to facilitate cable racking and splicing. Covers for underground structures must fit the frames without undue play. Steel and iron must be formed to shape and size with sharp lines and angles. Castings must be free from warp and blow holes that may impair strength or appearance. Exposed metal must have a smooth finish and sharp lines and arises. Provide necessary lugs, rabbets, and brackets. Set pulling-in irons and other built-in items in place before depositing concrete. Manhole locations, as indicated, are approximate. Coordinate exact manhole locations with other utilities and finished grading and paving.

### 3.4.1 Pulling-In Irons

Provide steel bars bent as indicated, and cast in the walls and floors. Alternatively, pipe sleeves may be precast into the walls and floors where required to accept U-bolts or other types of pulling-in devices possessing the strengths and clearances stated herein. The final installation of pulling-in devices must be made permanent. Cover and seal exterior projections of thru-wall type pulling-in devices with an appropriate protective coating. In the floor the irons must be a minimum of 6 inches from the edge of the sump, and in the walls the irons must be located within 6 inches of the projected center of the duct bank pattern or precast window in the opposite wall. However, the pulling-in iron must not be located within 6 inches of an adjacent interior surface, or duct or precast window located within the same wall as the iron. If a pulling-in iron cannot be located directly opposite the corresponding duct bank or precast window due to this clearance limitation, locate the iron directly above or below the projected center of the duct bank pattern or precast window the minimum distance required to preserve the 6 inch clearance previously stated. In the case of directly opposing precast windows, pulling-in irons consisting of a 3 foot length of No. 5 reinforcing bar, formed into a hairpin, may be cast-in-place within the precast windows simultaneously with the end of the corresponding duct bank envelope. Irons installed in this manner must be positioned directly in line with, or when not possible, directly above or below the projected center of the duct bank pattern entering the opposite wall, while maintaining a minimum clear distance of 3 inches from any edge of the cast-in-place duct bank envelope or any individual duct. Pulling-in irons must have a clear projection into the structure of approximately 4 inches and must be designed to withstand a minimum pulling-in load of 6000 pounds. Irons must be hot-dipped galvanized after fabrication.

## 3.5 UNDERGROUND CONDUIT AND DUCT SYSTEMS

### 3.5.1 Requirements

Run conduit in straight lines except where a change of direction is necessary. Provide numbers and sizes of ducts as indicated. Provide a 4/0 AWG bare copper grounding conductor below medium-voltage distribution duct banks. Bond bare copper grounding conductor to ground rings (loops) in all manholes and to ground rings (loops) at all equipment slabs (pads). Route grounding conductor into manholes with the duct bank (sleeving is not required). Ducts must have a continuous slope downward toward underground structures and away from buildings, laid with a minimum slope of 3 inches per 100 feet. Depending on the contour of the finished grade, the high-point may be at a terminal, a manhole, a handhole, or between manholes or handholes. Provide ducts with end bells whenever duct lines terminate in structures.

Perform changes in ductbank direction as follows:

- a. Short-radius manufactured 90-degree duct bends may be used only for pole or equipment risers, unless specifically indicated as acceptable.
- b. The minimum manufactured bend radius must be 18 inches for ducts of less than 3 inch diameter, and 36 inches for ducts 3 inches or greater in diameter.
- c. As an exception to the bend radius required above, provide field manufactured longsweep bends having a minimum radius of 25 feet for a

change of direction of more than 5 degrees, either horizontally or vertically, using a combination of curved and straight sections. Maximum manufactured curved sections: 30 degrees.

### 3.5.2 Treatment

Ducts must be kept clean of concrete, dirt, or foreign substances during construction. Field cuts requiring tapers must be made with proper tools and match factory tapers. A coupling recommended by the duct manufacturer must be used whenever an existing duct is connected to a duct of different material or shape. Ducts must be stored to avoid warping and deterioration with ends sufficiently plugged to prevent entry of any water or solid substances. Ducts must be thoroughly cleaned before being laid. Plastic ducts must be stored on a flat surface and protected from the direct rays of the sun.

### 3.5.3 Conduit Cleaning

As each conduit run is completed, for conduit sizes 3 inches and larger, draw a flexible testing mandrel approximately 12 inches long with a diameter less than the inside diameter of the conduit through the conduit. After which, draw a stiff bristle brush through until conduit is clear of particles of earth, sand and gravel; then immediately install conduit plugs. For conduit sizes less than 3 inches, draw a stiff bristle brush through until conduit is clear of particles of earth, sand and gravel; then immediately install conduit plugs.

### 3.5.4 Conduit Plugs and Pull Rope

New conduit indicated as being unused or empty must be provided with plugs on each end. Plugs must contain a weephole or screen to allow water drainage. Provide a plastic pull rope having 3 feet of slack at each end of unused or empty conduits.

### 3.5.5 Duct Encased in Concrete

Construct underground duct lines of individual conduits encased in concrete. Depths to top of the concrete envelope must be not less than 18 inches below finished grade. Do not mix different kinds of conduit in any one duct bank. Concrete encasement surrounding the bank must be rectangular in cross-section and must provide at least 3 inches of concrete cover for ducts. Separate conduits by a minimum concrete thickness of 3 inches. Before pouring concrete, anchor duct bank assemblies to prevent the assemblies from floating during concrete pouring. Anchoring must be done by driving reinforcing rods adjacent to duct spacer assemblies and attaching the rods to the spacer assembly. Provide color, type and depth of warning tape as specified in Section 31 23 00.00 20 EXCAVATION AND FILL.

#### 3.5.5.1 Connections to Manholes

Duct bank envelopes connecting to underground structures must be flared to have enlarged cross-section at the manhole entrance to provide additional shear strength. Dimensions of the flared cross-section must be larger than the corresponding manhole opening dimensions by no less than 12 inches in each direction. Perimeter of the duct bank opening in the underground structure must be flared toward the inside or keyed to provide a positive interlock between the duct bank and the wall of the structure. Use vibrators when this portion of the encasement is poured to assure a seal

between the envelope and the wall of the structure.

#### 3.5.5.2 Connections to Existing Underground Structures

For duct bank connections to existing structures, break the structure wall out to the dimensions required and preserve steel in the structure wall. Cut steel and extend into the duct bank envelope. Chip the perimeter surface of the duct bank opening to form a key or flared surface, providing a positive connection with the duct bank envelope.

#### 3.5.5.3 Connections to Existing Concrete Pads

For duct bank connections to concrete pads, break an opening in the pad out to the dimensions required and preserve steel in pad. Cut the steel and extend into the duct bank envelope. Chip out the opening in the pad to form a key for the duct bank envelope.

#### 3.5.6 Duct Sealing

Seal all electrical penetrations for radon mitigation, maintaining integrity of the vapor barrier, and to prevent infiltration of air, insects, and vermin.

### 3.6 CABLE PULLING

Pull cables down grade with the feed-in point at the manhole or buildings of the highest elevation. Use flexible cable feeds to convey cables through manhole opening and into duct runs. Do not exceed the specified cable bending radii when installing cable under any conditions, including turnups into switches, transformers, switchgear, switchboards, and other enclosures. Cable with tape shield must have a bending radius not less than 12 times the overall diameter of the completed cable. If basket-grip type cable-pulling devices are used to pull cable in place, cut off the section of cable under the grip before splicing and terminating.

#### 3.6.1 Cable Lubricants

Use lubricants that are specifically recommended by the cable manufacturer for assisting in pulling jacketed cables.

### 3.7 CABLES IN UNDERGROUND STRUCTURES

Do not install cables utilizing the shortest path between penetrations, but route along those walls providing the longest route and the maximum spare cable lengths. Form cables to closely parallel walls, not to interfere with duct entrances, and support on brackets and cable insulators. Support cable splices in underground structures by racks on each side of the splice. Locate splices to prevent cyclic bending in the spliced sheath. Install cables at middle and bottom of cable racks, leaving top space open for future cables, except as otherwise indicated for existing installations. Provide one spare three-insulator rack arm for each cable rack in each underground structure.

#### 3.7.1 Cable Tag Installation

Install cable tags in each manhole as specified, including each splice. Tag wire and cable provided by this contract. Install cable tags over the fireproofing, if any, and locate the tags so that they are clearly visible without disturbing any cabling or wiring in the manholes.

### 3.8 CONDUCTORS INSTALLED IN PARALLEL

Conductors must be grouped such that each conduit of a parallel run contains 1 Phase A conductor, 1 Phase B conductor, 1 Phase C conductor, and 1 neutral conductor.

### 3.9 MEDIUM VOLTAGE CABLE TERMINATIONS

Make terminations in accordance with the written instruction of the termination kit manufacturer.

### 3.10 MEDIUM VOLTAGE CABLE JOINTS

Provide power cable joints (splices) suitable for continuous immersion in water. Make joints only in accessible locations in manholes or handholes by using materials and methods in accordance with the written instructions of the joint kit manufacturer.

#### 3.10.1 Joints in Shielded Cables

Cover the joined area with metallic tape, or material like the original cable shield and connect it to the cable shield on each side of the splice. Provide a bare copper ground connection brought out in a watertight manner and grounded to the manhole grounding loop as part of the splice installation. Ground conductors, connections, and rods must be as specified elsewhere in this section. Wire must be trained to the sides of the enclosure to prevent interference with the working area.

### 3.11 CABLE END CAPS

Cable ends must be sealed at all times with coated heat shrinkable end caps. Cables ends must be sealed when the cable is delivered to the job site, while the cable is stored and during installation of the cable. The caps must remain in place until the cable is spliced or terminated. Sealing compounds and tape are not acceptable substitutes for heat shrinkable end caps. Cable which is not sealed in the specified manner at all times will be rejected.

### 3.12 FIREPROOFING OF CABLES IN UNDERGROUND STRUCTURES

Fireproof (arc proof) wire and cables which will carry current at 2200 volts or more in underground structures.

#### 3.12.1 Fireproofing Tape

Tightly wrap strips of fireproofing tape around each cable spirally in half-lapped wrapping. Install tape in accordance with manufacturer's instructions.

### 3.13 GROUNDING SYSTEMS

NFPA 70 and IEEE C2, except provide grounding systems with a resistance to solid earth ground not exceeding 25 ohms.

#### 3.13.1 Grounding Connections

Make grounding connections which are buried or otherwise normally inaccessible, by exothermic weld or compression connector.

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- a. Make exothermic welds strictly in accordance with the weld manufacturer's written recommendations. Welds which are "puffed up" or which show convex surfaces indicating improper cleaning are not acceptable. Mechanical connectors are not required at exothermic welds.
- b. Make compression connections using a hydraulic compression tool to provide the correct circumferential pressure. Tools and dies must be as recommended by the manufacturer. An embossing die code or other standard method must provide visible indication that a connector has been adequately compressed on the ground wire.

### 3.13.2 Grounding Conductors

Provide bare grounding conductors, except where installed in conduit with associated phase conductors. Ground cable sheaths, cable shields, conduit, and equipment with No. 6 AWG. Ground other noncurrent-carrying metal parts and equipment frames of metal-enclosed equipment. Ground metallic frames and covers of handholes and pull boxes with a braided, copper ground strap with equivalent ampacity of No. 6 AWG.

### 3.14 EXCAVATING, BACKFILLING, AND COMPACTING

Provide in accordance with NFPA 70 and Section 31 23 00.00 20 EXCAVATION AND FILL.

#### 3.14.1 Reconditioning of Surfaces

##### 3.14.1.1 Unpaved Surfaces

Restore to their original elevation and condition unpaved surfaces disturbed during installation of duct. Preserve sod and topsoil removed during excavation and reinstall after backfilling is completed. Replace sod that is damaged by sod of quality equal to that removed. When the surface is disturbed in a newly seeded area, re-seed the restored surface with the same quantity and formula of seed as that used in the original seeding, and provide topsoiling, fertilizing, liming, seeding, sodding, sprigging, or mulching.

### 3.15 FIELD QUALITY CONTROL

#### 3.15.1 Performance of Field Acceptance Checks and Tests

Perform in accordance with the manufacturer's recommendations, and include the following visual and mechanical inspections and electrical tests, performed in accordance with NETA ATS.

##### 3.15.1.1 Medium Voltage Cables

Perform tests after installation of cable, splices, and terminators and before terminating to equipment or splicing to existing circuits.

###### a. Visual and Mechanical Inspection

- (1) Inspect exposed cable sections for physical damage.
- (2) Verify that cable is supplied and connected in accordance with contract plans and specifications.



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- (3) Inspect for proper shield grounding, cable support, and cable termination.
- (4) Verify that cable bends are not less than ICEA or manufacturer's minimum allowable bending radius.
- (5) Inspect for proper fireproofing.
- (6) Visually inspect jacket and insulation condition.
- (7) Inspect for proper phase identification and arrangement.

b. Electrical Tests

- (1) Perform a shield continuity test on each power cable by ohmmeter method. Record ohmic value, resistance values in excess of 10 ohms per 1000 feet of cable must be investigated and justified.
- (2) Perform acceptance test on new cables before the new cables are connected to existing cables and placed into service, including terminations and joints. Perform maintenance test on complete cable system after the new cables are connected to existing cables and placed into service, including existing cable, terminations, and joints. Tests must be very low frequency (VLF) alternating voltage withstand tests in accordance with IEEE 400.2. VLF test frequency must be 0.05 Hz minimum for a duration of 60 minutes using a sinusoidal waveform. Test voltages must be as follows:

CABLE RATING AC TEST VOLTAGE for ACCEPTANCE TESTING	
5 kV	10kV rms(peak)
8 kV	13kV rms(peak)
15 kV	20kV rms(peak)
25 kV	31kV rms(peak)
35 kV	44kV rms(peak)

CABLE RATING AC TEST VOLTAGE for MAINTENANCE TESTING	
5 kV	7kV rms(peak)
8 kV	10kV rms(peak)
15 kV	16kV rms(peak)
25 kV	23kV rms(peak)

CABLE RATING AC TEST VOLTAGE for MAINTENANCE TESTING	
35 kV	33kV rms(peak)

3.15.1.2 Grounding System

a. Visual and mechanical inspection

Inspect ground system for compliance with contract plans and specifications.

b. Electrical tests

Perform ground-impedance measurements utilizing the fall-of-potential method in accordance with IEEE 81. On systems consisting of interconnected ground rods, perform tests after interconnections are complete. On systems consisting of a single ground rod perform tests before any wire is connected. Take measurements in normally dry weather, not less than 48 hours after rainfall. Use a portable ground resistance tester in accordance with manufacturer's instructions to test each ground or group of grounds. The instrument must be equipped with a meter reading directly in ohms or fractions thereof to indicate the ground value of the ground rod or grounding systems under test. Provide site diagram indicating location of test probes with associated distances, and provide a plot of resistance vs. distance.

3.15.2 Follow-Up Verification

Upon completion of acceptance checks and tests, show by demonstration in service that circuits and devices are in good operating condition and properly performing the intended function. As an exception to requirements stated elsewhere in the contract, the Contracting Officer must be given 5 working days advance notice of the dates and times of checking and testing.

-- End of Section --