



# Post Award Construction Requirements

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Overall Classification: **UNCLAS//FOUO**

# Overview



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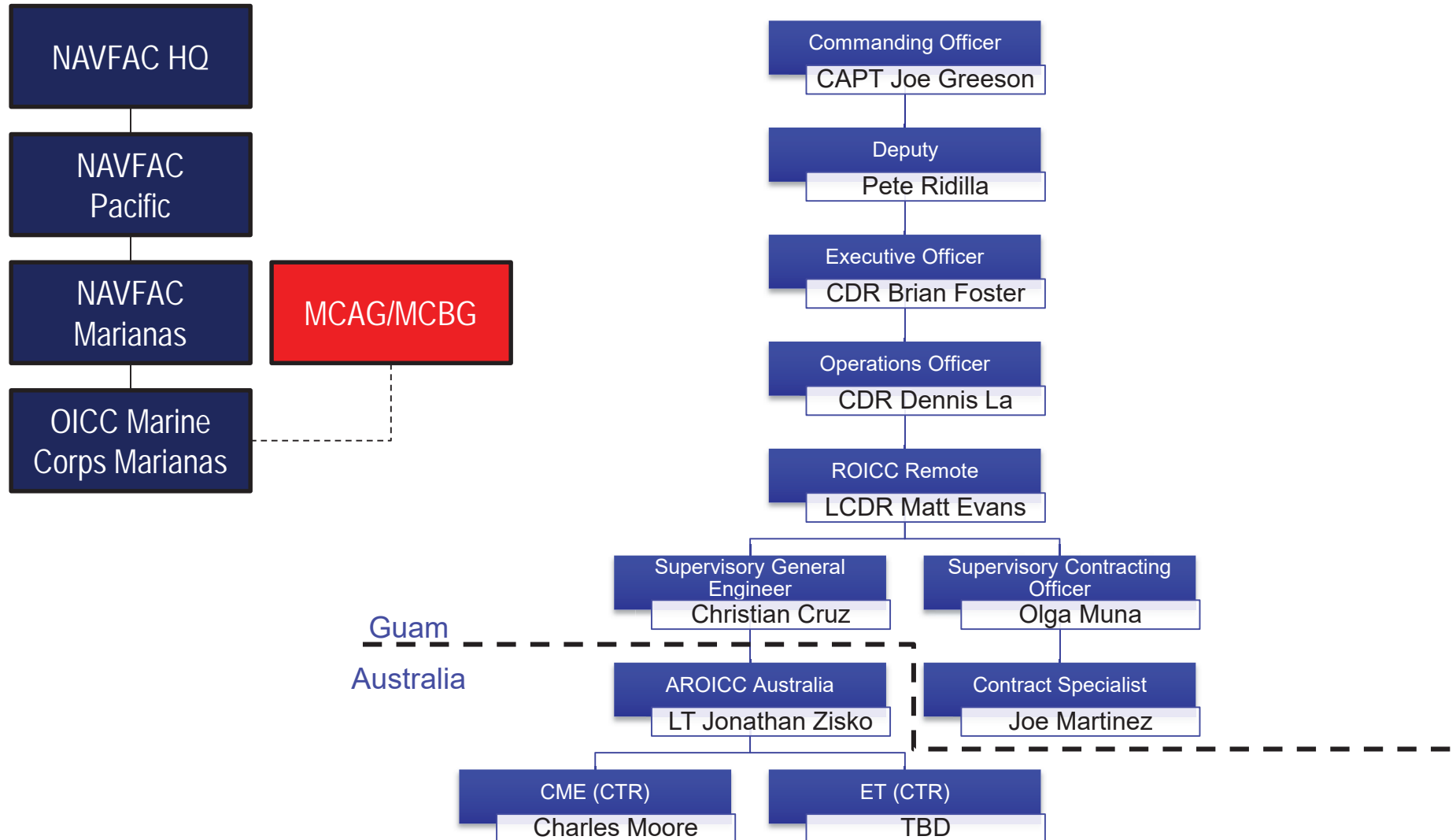
**Red Zone Process**

**Contract Closeout**

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# Organization – OICC Marine Corps Marianas



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# ROICC Roles



## **Resident Officer in Charge of Construction (ROICC):**

- Provides construction management, including safety compliance, quality assurance, and cost and schedule control.

## **Key roles in the ROICC office are:**

### **Construction Management Engineer**

- Project manager for the US Government. Can be an active duty military officer, a Government civilian employee, or a contractor.

### **Engineering Tech**

- Quality Assurance representative for the Government providing oversight of the contractor's Quality Control program. Can be a Government civilian employee or a contractor.

### **Contracting Officer**

- Government civilian having overall authority for administrative contracting actions. Certain actions may be delegated to the Contracting Officer's Representative (COR).

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# Contractor Roles



## Superintendent

- Primarily responsible for managing and coordinating day-to-day production and schedule adherence. Have at least one qualified superintendent on the job-site at all times during contract work.

## Site Safety and Health Officer (SSHO)

- Conducts daily safety and health inspections. Reports mishaps, conducts mishap investigations and accident reports. Enforces the site-specific Accident Prevention Plan (APP).

## Quality Control (QC) Manager

- Only duties and responsibilities are to manage and implement the QC program for the contract. Manages and coordinates the three phases of control and documentation. Should not also be the SSHO unless specifically authorized in the contract.

## Environmental Manager (EVM)

- Directly responsible for coordinating contractor compliance with federal, state, local, and installation EV requirements.

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# General Requirements



## Bonds

- After contract award the critical path item is obtaining bonds and having them approved.

## Notice to Proceed (NTP)

- Issued automatically upon approval of bonds (CCD based on 30d after award + period of performance regardless of NTP)
- Government post award team will NOT accept or review any submittals prior to approval of bonds.
- **HOWEVER** contractors are expected to READ the contract in its entirety.
- Focus initially on the Division 01 – General Requirements and begin work on preconstruction submittals. (QC Plan, Scheduler Qualifications, Network Analysis Schedule, Earned Value Report, Project Outline Plans, etc.)
- Ask CME for RFI/Submittal Forms required for use soonest.

## Insurance

- Provide the minimum insurance required by FAR 28.307-2 and other insurance as required by Australian law.

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# *General Requirements*



## **Contractor Quality Control**

- Preparatory Phase: Discuss quality required prior to starting construction on a Definable Feature of Work (DFOW).
- Initial Phase: Verifies workmanship is in accordance with the contract when a DFOW starts.
- Follow-Up Phase: Inspects work on a DFOW until complete.

## **Schedule**

- Cost-loaded Network Analysis Schedule, prepared and maintained using Primavera P6 software.
- Initial Project Baseline Schedule must be accepted by the Gov't prior to starting demo/construction & before processing invoices for construction work.

## **Daily Reports**

- Contractor Production Reports
- Quality Control Reports

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# ***General Requirements***



## **Submittals**

- Includes Shop Drawings, Product Data, Samples, Test Reports, Manufacturer's Instruction, Operation and Maintenance Data, etc.
- Government (ROICC) approval is required for those submittals indicated in the specifications.
- Specification provides data on format of submittals, number required, and instructions on the use of the Submittal Register format provided.

## **Requests For Information (RFIs)**

- After contract award, RFIs go to the Contracting Officer & CME

**Familiarize yourself with various U.S. pre-construction submittals and the Australian Environmental Clearance Certificate process**



# *General Requirements*



## **Invoices**

- Requests shall include the basis for arriving at the cost of the invoice, EVM report from the cost-loaded NAS, updated project schedule and other requirements noted in the contract.
- Progress payments may be made for materials delivered to the site, but not yet installed, or for materials stored off construction sites, in accordance with contract requirements.

## **eCMS (Electronic Construction Management System)**

- NAVFAC moving to a web-based commercial system to organize and store all contract documents (submittals, RFIs, Reports, etc.)
- eCMS use will likely be a requirement in RFPs released after Dec 2017.

## **Environmental (EV protection plan)**

- Protect the environment and mitigate impacts from construction
- Temporary controls, stormwater management, dirt & dust control, etc.

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# ***Safety Requirements***



## **US Army Corps of Engineers Safety and Health Requirements Manual (USACE EM-385-1-1)**

- Construction contract work under the provisions of FAR Clause 52.236-13 shall comply with the latest version of the EM-385-1-1 in effect on the date of solicitation. (Latest version 30 Nov 2014.)
- Compliance with this manual shall be a contract requirement.

## **Accident Prevention Plan**

- Site specific, tailored to each project.
- Also referred to as a Work Health and Safety Plan.

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# Safety Requirements



## Near Miss

- 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).

## Good Catch

- Contractor proactively corrects a deficiency before it has the chance to result in a mishap.

## Mishap

- That occurrence in a sequence of events which usually produces unintended injury, death or property damage.

# Partnering



## Partnering

- A long-term commitment to achieve specific business objectives by maximizing the effectiveness of each participant's resources in delivering the client's requirements. Contractor typically pays associated costs.

## Background

- Initial meeting prior to physical construction, along with periodic follow-up meetings. A written charter is developed which identifies common goals and focuses on problem-solving.

## Benefits

- Reduced costs and exposure to claims
- Timely delivery & enhanced client focus
- Expedited decision making Improved safety
- Improved responsiveness & communication
- Increased opportunity for innovation

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# Contract Modifications



## Authority

- Only the Contracting Officer can authorize a change to the contract.

## Time Extensions

- Submit a Time Impact Analysis (TIA) with each cost and time proposal. No time extensions will be granted unless a delay occurs which consumes all available Project Float and extends the Projected Finish beyond the Contract Completion Date.

## Comprehensive

- All direct costs, indirect costs, and time extensions must be negotiated and made full, equitable, and final at the time of modification issuance.

# ***Contract Enforcement***



## **Remove contractor personnel**

- Non-compliance with the contract**
- Failure to manage project to insure timely completion**
- Stop work order may be issued for some/all work to force corrective action**

## **Disputes**

### **Cure Notice, Show Cause**

### **Retention on invoices**

### **Liquidated Damages**

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# NAVFAC Red Zone (NRZ)



## •Purpose

- NRZ meetings are held to identify strategies to ensure the project is carried to expeditious closure and turnover to the Client.
- Helps ensure nothing is missed near the end of the contract.

## •Checklist

- NRZ Checklist is a Plan of Action and Milestones (POAM) that documents the items that need to be completed to satisfy the contract.
- Use NRZ Checklist template, starting when project is around 75% complete or 3-6 months prior to project completion. Template is updated to fit the project.

# Contract Closeout



## FF&E & C4IT

- Interior furnishings/equipment and computers/communications gear may or may not be included as a modification to the contract.

## Commissioning and Testing

- Extensive testing required for HVAC Systems, Fire/Sprinkler Systems, etc, with various certifications required

## Turnover

- As-Built Drawings
- Electronic Operation & Maintenance Support Information (eOMSI)
- DD 1354 Transfer and Acceptance of Military Real Property

## Warranty

- Length of warranty and warranty process may vary by project

## CPARS Evaluations

- Contractor Performance Assessment Reporting System
- Stores contractor performance assessments to be used in future solicitations

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