Public Works Support Services

"Please notify the coordinator of this section of the AE Guide with any comments, concerns, or errors, by email: Public Works Support Point of Contact."

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Public Works Support Services

• Division Director's Comments

Welcome to the Public Works Support Division's section of the LANTNAVFACENGCOM Professional Services Guide. Throughout the last several decades we, along with most divisions of LANTNAVFACENGCOM, have supplemented our technical workforce with the use of Professional A&E firms. This practice continues today and will continue in the future. This guide was assembled to provide our A&E firms an easy to use source of scopes, guidance, and criteria.

Because the Navy's Installation Engineering work is dynamic, the nature of our A&E requirements changes frequently. A&E's should anticipate additions and deletions to the scopes included here today. I will communicate all anticipated growth areas or new initiatives here in my comments. For example, in the next several months, we are anticipating the development of a High Tower inspection Guide to supplement our High Tower Inspection program. Please review our home page for more information on who we are, what we do, and where we are located.

• Communications

We encourage direct communication with the Public Works Support Division's responsible engineer throughout the A&E project. Any questions concerning the process, the product, or any particular review comment should be addressed at the earliest possible time to the Engineer in Charge (EIC) or Navy Technical Representative (NTR) assigned to the project. This will avoid unnecessary re-submittals and will save time, money and aggravation. For a listing of the Public Works Support Division's phone numbers see either our Point of Contact or Products and Services page.

• Facilities Management and Engineering

• Facilities Condition Assessment (FCA) Program

The Facility Condition Assessment program guide is used to perform multi-disciplined facility inspections and engineering assessments for the development of prioritized work packages and multi-year maintenance action plans. The work packages and action plans will be used in executing an activity facility management program. The product is fully digital and is produced in hard copy and CD Format.

• Operation and Maintenance Support Information (OMSI)

Through the design A-E or through an IQ contract, these A-E services provide OMSI manuals (technical operating manuals) about 30 days before construction completion. The manuals contain detailed, as-built information that describes the efficient, economical and safe operation, maintenance, and repair of the facility. The manuals also provide needed information for much faster preparation of a Performance Work Statement (PWS) for a Facility Support Contract (FSC).

Our Generic Scope of Work for OMSI is modified by the Government EIC to suit a particular project by selecting the specific systems to be covered in Part II of the manual, Primary Systems. Negotiation of the OMSI as a PCAS item may be done as a Priced

Option or as a Phase. OMSI negotiation and award will be completed soon after construction award (within 60 to 90 days or sooner) because contractor submittals will begin to be received and are needed to prepare the OMSI manuals. A sample OMSI guide is available from the Government EIC.

When preparing the construction specifications, A-E's must insure that NAVFAC Guide Specification Section 01781, Operation and Maintenance Data is included. All technical sections requiring the "SD-19" submittals for Operation and Maintenance Manuals must properly reference Section 01781 and specify a Data Package (1 through 5) for the particular product, component, piece of equipment or package type system. For unique specifications, the A-E is required to select a Data Package that is appropriate to the Operation and Maintenance (O&M) requirements for that item and include the reference to Section 01781 under the SD-19 submittal.

For design-build projects, the OMSI scope of work will be included in the construction specification as Section 01782, which will be prepared by the Government. In this case, the construction contractor's A-E will prepare the OMSI. In design-build projects, OMSI must always be included as a separate contract line item.

For budget purposes, OMSI cost may be estimated using MIL-HDBK-1010B, Cost Engineering, Policy and Procedures. OMSI is a Post Construction Award Service (PCAS) item so it must be included in the project construction cost.

- ## Cathodic Protection Services

This IQ A-E contract provides the technical expertise for an in-depth inspection and assessment of corrosion problems and the preparation if design documentation to mitigate corrosion. Surveys identify corrosion problems, determine their cause, evaluate damage to facilities and the applicability of corrosion control. The A&E also records all data necessary to prepare 1391 documentation or may prepare the design documentation for the installation of corrosion control systems. Corrosion control studies review facilities for protective coatings, cathodic protection, corrosion resistant materials, chemical corrosion inhibitors, and design to resist corrosion. Facilities inspected for corrosion control include natural gas pipelines, POL distribution and storage systems, steam distribution systems, compressed air systems, elevated water tanks, piers and other structures experiencing damage due to corrosion. The policy and responsibility for corrosion control at naval activities is outlined in LANTNAVFACENGCOMINST 11014.9, Corrosion Control of Shore Facilities of 21 March 1995.

Facility Support Contracts

Solicitation Package Development

The work to develop an FSC solicitation package typically includes the preparation of the Performance Work Statement (PWS), contract clauses, "Boiler Plate" items, Government Cost Estimate (GCE), Quality Assurance (QA) Plan (QAP) and QA Staffing requirement. The PWS is prepared using the most current version of the NAVFAC Uniform Contract. The solicitation shall include all of the required items specified in a particular Scope of Work (SOW) and further defined by the customer. The SOW may include, but is not limited to, operations, maintenance, Preventive Maintenance (PM) and repair services for all building systems and equipment as well as custodial, grounds maintenance, pest control, guards, refuse collection/disposal, utility plants, utility distribution systems, and transportation service. The GCE is usually prepared in a Government furnished Excel spreadsheet format. The GCE shall include the information necessary to support the estimated value for each item of work. The QA Plan is a plan of how the Government will inspect the FSC contractor's work. This plan will be developed following the latest NAVFAC guidance and format. The QA Staffing requirement shall be based on the QAP and establishes the work years necessary for the Government surveillance effort for the FSC.

Management Studies to Develop Most Efficient Organization (MEO)

Engineering services may be required to provide on-site participation in the management study and development of a Most Efficient Organization (MEO) of activities selected for cost comparison in response to OMB Circular A-76. This effort will typically involve review and analysis of work requirements and work procedures with recommendations for improvement. These recommendations should include but not be limited to workflow procedures, organization of work force, required skills and materials/equipment.

Utilities Engineering

Civil Engineering Services

Engineering Services under this contract provide for inspection, testing, evaluation and analysis of water supply, treatment and distribution systems and wastewater treatment and collection systems. The services include: water and wastewater utility master plans; water and wastewater treatment plant capacity evaluations; sewer system inflow/infiltration studies; field verification tests, and condition assessment of facilities components; computer based hydraulic analysis of water distribution systems; water audits, leak detection surveys and preparation of water conservation plans; life cycle cost analyses for recommending repair supporting expansion, modification and repair of water and wastewater systems.

Mechanical Engineering Services

Mechanical Engineering services include: conducting energy audits for building, utility plants and systems, mechanical utility master plans; calculating Life Cycle Cost

economics and development of energy projects; determining distribution system efficiencies; investigating existing equipment condition and capacity, preparing reports with corrective recommendations for plants and distribution systems; performing metallurgical testing of boiler components and plant auxiliaries; analyzing and testing boiler feed water and condensed steam and related equipment to verify compliance with Navy ship clean steam requirements; performing a detailed plant life extension study; verifying and digitizing mechanical utility maps; evaluation of code and safety compliance.

- **Electrical Engineering Services**

  Electrical Engineering Services include: conducting building and utility systems energy audits; preparation of studies resulting from investigating, analyzing and metering electrical systems and generating plants; calculating Life Cycle Cost economics; investigating existing equipment condition and capacity; preparing reports with corrective recommendations; performing load studies, determining distribution system efficiencies, updating, verifying and digitizing electrical system drawings and maps, developing system and plant equipment inventory list; calculate distribution systems load flow and voltage drop; determine protective device settings; evaluation of code and safety compliance.