

MEMORANDUM FOR RECORD

SUBJECT: Civil Works Specifications Steering Committee Meeting Minutes

1. The Civil Works Specifications Steering Committee (CWSSC) met on 12-13 December 1996 in Arlington, Texas. Enclosure 1 lists the attendees and enclosure 2 is the agenda.
2. Announcements. Freddie Rush opened the meeting with introductions. Jan Plachta was present in proxy for Jim McHenry. Donald N. Johnson sent Freddie an E-mail proxy (enclosure 3) for the vote on SPECSINTACT.
3. HQUSACE Comments. Charles Baldi reported that he has a new employee, Jack Bickley, who will eventually assume several duties associated with this Committee. Charlie and Tom Shaw attended the SPECSINTACT Interagency Configuration Control and Coordinating Board (SI-CCCB) meeting in the first week of October and presented CWSSC issues.
4. Review and Approve Minutes of Second Meeting Committee. Tim Pope moved to approve the minutes of the 20-21 August 1996 meeting as distributed. Jim Adkinson seconded the motion and it passed by unanimous vote.
5. Review Prior Recommendations. Freddie Rush provided copies of CWSSC Recommendations 1 through 4 (enclosure 4 through 7).
 - a. Recommendation No. 1 - HQUSACE has forwarded this recommendation to the SI-CCCB and they will work to make SPECSINTACT fully compliant with Standard Generalized Markup Language (SGML).
 - b. Recommendation No. 2 - Mr. Kisuk Cheung, CEMP, concurred with this recommendation by memorandum dated 9 December 1996. Jim Quinn, CEHNC-ED-ES, will include SPECSINTACT in the schedule of instruction for the PROSPECT course, Specifications for Construction Contracts.
 - c. Recommendation No. 3 - Mr. Ray Duncan concurred with this recommendation and will draft a plan for ~~the a one day of orientation training course as well as a more detailed three day familiarization course, depending on the needs of each District for Divisions.~~ Charles Baldi will prepare a memorandum to Divisions to provide the training. ~~An additional three days of training for District personnel will be a recommended option following the Division training.~~ Tim Pope moved to provide members of the CWSSC SPECSINTACT v2.0 with SGML and WordSpec training at our next meeting. Al Geisen seconded the motion and it passed by unanimous vote.
 - d. Recommendation No. 4 -
 - i. Charles Baldi reported no response from CECW-O to establish a schedule to update CE 1102.
 - ii. Charles received response on CW 15346 and CW 16643 and High Mast Lighting from Daniel J. Casapulla, CECW-EE (enclosure 8). CW 15346 has been incorporated into CW 15160 and will be deleted. CESAM-EN-CI will update CW 16643. John Toker, CEMP-ET, provided additional information on High Mast Lighting (enclosure 9). He recommends using the Illuminating Engineering Society of North America Standard RP-8, Roadway Lighting. Larry Seals will check this standard and report back to the committee.
 - iii. The HQUSACE Geotechnical group was initially excited about the update of CE 1309 and other recommendations, but he had no further specific response from them.
 - iv. CE 1103, CE 1104, and CE 1504 will be deleted.

- v. Enclosure 10 is a list of CWGS converted to EM Appendices.
6. The Official Committee Name. The original committee name, Civil Works Steering Committee, conflicts with an existing committee. Our official name is now Civil Works Specifications Steering Committee (CWSSC).
7. Report on SI-CCB Meeting. Tom Shaw presented CWSSC recommendations at the SI-CCB meeting. They discussed integration of specifications with CAD applications and more research is being done. A consensus exists to make SPECSINTACT fully SGML compliant and EG&G will be working on it. Tom noted that SPECSINTACT performs better in Windows 95, but they are not going to upgrade it to 32 bit application yet. The National Institute of Building Sciences (NIBS) distributes the WordSpec Template on the latest CCB issue. WordSpec has a restriction on the units used in the specifications. Designers need to choose between Metric and English units before editing the section in WordSpec. Work has also started on a WordPerfect Template. We can import the submittal register generated by SPECSINTACT into RMS. Steven Freitas will provide an information paper on this topic.
8. CCB Document Updates. We noted many Engineering Circulars (EC), Engineering Manuals (EM), Engineering Pamphlets (EP), Engineering Regulation (ER), and Engineering Technical Letters (ETL) on the CCB are in need of updating. Charlie Baldi found no NIBS POC in HQUSACE and no existing procedure for updating the CCB in place. Larry Seals moved that the CWSSC recommends a POC at HQUSACE to create a process to maintain oversight and update documents on the CCB. Tom Shaw seconded the motion and it passed by unanimous vote. Freddie Rush will draft the recommendation.
9. Wire Mesh Gabion. Charlie Baldi reported that CENAP has awarded a bank stabilization contract for Gabions that requires the installation of both twisted wire and welded wire Gabions. CENAP will monitor this project over the next four years and report on the stability of both how well each types of wire Gabions fared in terms of installation, performance and durability. John Kerkowski provided Charlie a copy of the two contract awards for both types of wire specification section covering the gabion installation for reference purposes.
10. Report on SI Funding. Charlie Baldi reported a tremendous funding cut for NASA SPECSINTACT Contract from HQUSACE for FY 97. CEMP presently has only \$18,000 and CW has provided \$50,000 for a total of \$68,000. Both Military Programs and Civil Works are working to obtain additional funding to come up with a total of \$200,000. Mr. Baldi said that if people have a problem getting through to the SPECSINTACT Help Desk they should FAX or E-mail a help message when the phones are busy or not answered. They will call when they are able.
11. Demonstration of WordSpec. Ray Duncan showed CWSSC the WordSpec Template that enables designers to use MS Word to edit SPECSINTACT SGML files. The WordSpec Work Flow process is enclosure 11. Omaha District is Beta testing WordSpec on networked jobs, but would like another district to participate as well.
12. Discussion/Decision on Mandating SPECSINTACT. Tom Shaw contacted EG&G for the latest version of SPECSINTACT for each committee member to evaluate for this meeting. Steven Freitas moved to resume discussion on the recommendation to mandate the use of SPECSINTACT for CW projects. Charlie Baldi seconded the motion. Charlie also made an amendment to provide a one year transition for

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starting mandatory use of SPECSINTACT, which passed by 12 to two. The final motion is "The CWSSC recommends mandated use of SPECSINTACT in the CECW ER for Specification Engineer. Also, recommend a one year period to complete transition to full use from the effective date of the Engineering Regulation." Motion passed by 12 to 4 after Freddie Rush talked to Don Johnson by telephone.

13. Amendments. Steven Freitas presented a draft recommendation on automating the amendment process with SPECSINTACT for CWSSC discussion (enclosure 12). He will complete and forward it as CWSSC Recommendation No. 7.

14. Electronic Bid Sets (EBS). Steven Freitas provided the Internet address, <http://tsn.wes.army.mil/ProjectHomePage.htm>, to access information on the EBS Initiative.

15. Special Contract Requirements. George Norton presented reasons that we need guidance for Districts in preparing specification Contract Clauses and SECTION 00800, Special Contract Requirements (AKA Front End). Don Carmen stated not all Districts are using Standard Format for Construction as required in PARC IL 92-4. Ray Duncan suggested putting the guidance into general notes. George and Don will prepare an Information Paper for the next meeting for CWSSC to develop a recommendation on.

16. Status of EC 1110-1-85. Ray Duncan described the review process and effort made in finalizing the ER 1110-1-1250 for Specification Engineer. The CWSSC discussed the following comments and issues:

a. We will publish the ER as a CW document at this time. Charlie Baldi will send it to the CEMP to develop a joint ER for Specification Engineering next year.

b. Reference to ER 1110-2-1302, Civil Works Cost Engineering, will be added. Charlie will talk to Cost Engineering at HQUSACE about any conflicts that exist in the two documents.

c. We should also include reference to the following:

i. ER 1110-2-1150, Engineering and Design for Civil Works Projects.

ii. ER 1110-2-1200, Plans and Specifications.

d. The committee agreed that Specification Engineer is an acceptable term in the ER, but should not use the acronym SE to avoid conflict with the title of Structural Engineer.

e. Change all committee references to CWSSC.

f. Show the mandatory use of SPECSINTACT throughout the ER.

g. Change paragraph 4.d to define "HQUSACE Technical Policy Proponent." Also, change "project" to "guide."

h. Change "HQUSACE Technical Proponent" to "CWSSC" in paragraph 4.e

i. Provide a generic definition of Guide Specifications with the last 2 sentences of paragraph 4.h. Define CWGS and CEGS in separate subparagraphs of 4.h.

j. Move the last sentence of paragraph 5 to paragraph 4.a, the definition of Specification Engineering, and split 4.a to define Specification Engineer separately.

k. Paragraph 5 will be revised to require each district to appoint someone to the duties of the Specification Engineer. A Chief of Specifications Section or Unit, if one exists, is the preferable choice, while a Technical Manager is the least desirable. The District will provide appropriate staff to support functions outlined or may contract with another district for support.

l. Change "Specifications Writing" to "Specifications for Construction

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Contracts" in paragraph 6.

m. Delete the last sentence in Paragraph 8. Change "representative" to "represent." Include directions on information paper submission for consideration by the CWSSC.

n. Delete the sentence referring to FAR Subpart 36.207 and other regulations in paragraph 11.b. Include Contracting in the list providing information to the bid schedule.

o. State the office responsible for the project will help the A-E "to obtain a free CCB subscription and " in place of "by" in paragraph 11.e.

p. The acronym PARC IL appears before PARC Instruction Letter in paragraph 11.f.

q. Delete reference to "bulletin board" in paragraphs 12.a and 12.c.

r. Delete 4th sentence on recommendations in paragraph 12.b. Insert "Notice" in CWGS Notice Program in last sentence.

s. The final draft ER for Specification Engineer will be E-mailed to CWSSC members with a two-week suspense on responses.

17. Plan Quantities. Al Geisen presented an Information Paper on Plan Quantities (enclosure 13) as alternative to unit or lump sum pricing.

18. CWGS 01025 - Measurement and Payment. George Norton will write recommendation to limit use of unit prices according to FAR 36.207 requirements and propose changes to ER 1110-2-1302, Civil Works Cost Engineering. CWSSC members should survey districts on the issue of Cost Engineers preparing both the Bid Schedule and Measurement and Payment section of specifications. We will discuss survey results at our next meeting.

19. HDC Maintained Guide Specifications. Bill Wottlin reported HDC would update and convert HDC GS to SPECSINTACT format for distribution on the CCB if CWSSC provided the funding. Charlie Baldi said no funds were available for that purpose. HDC will maintain specifications for internal use but will no longer issue them on CCB. HDC is required to do all major hydro design work and they will provide the districts specifications in requested formats. Tom Shaw will prepare a CWGS index note about following GS deletion and direct designers to HDC for current requirements.

CE 2205.01A Turbine Water Flow Measuring Equipment

CE 5910 Welded Power Penstocks (and Surge Tanks)

CW 13331 SCADA

CW 16212 Tubular Hydraulic Turbines AC Generators & Appurtenant Equipment

20. CEAGS used by CW. CEMP will not fund CEAGS and CWSSC will not recommend continuing them.

21. Technical Proponents for CWGS. We need to develop the process of selecting Technical Proponents for each GS. Vicksburg should list who is available and where they need support. We will solicit districts for volunteer experts to review specifications at approximately for hours per quarter gratis. CWSSC members will propose candidates and provide resumes 30 days before our next meeting. A candidate résumés should be a single page that reflects relative educational experience, training, professional registration and activities. The committee will select Technical Proponents from submitted candidates.

22. Combined GS. Rick Dahnke and Jim Quinn favor Combined GS, but question the funding mechanism. John Kerkowski stated we should make CWGS current first

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and then consider combining the GS. CWSSC will provide an open invitation to Rick and Jim to facilitate joint agreements.

23. ASTM and ANSI Standards. Charles Pearre, CECW-EP, is not checking on a Corps-wide subscription with Information Handling Service. Charlie Baldi will try to have Jack Bickley look into it and report at the next meeting.

24. Open Discussion/New Issues. George Norton asked if they distributed the AGC/COE meeting minutes on the Internet. Freddie Rush will provide copies at our next meeting.

25. Next Meeting. We will hold our next meeting at a location that will facilitate SPECSINTACT v2.0 with SGML and WordSpec training. Steven Freitas will check on availability of Sacramento District training facilities for 25-27 February 1997 or 4-6 March 1997 and coordinate will Freddie Rush.

26. There being no further discussion or business for the Committee to consider, we adjourned the meeting.



Steven P. Freitas
Secretary, CWSSC

13 Encls

CIVIL WORKS STEERING COMMITTEE
Meeting Attendance
Arlington, Texas
12-13 December 1996

1.	Charlie Baldi	CECW-EP	(202) 761-8894
2.	Thomas R. Shaw	CELMK-ED-DE	(601) 631-5579
3.	Freddie S. Rush	CELMV-ET-ET	(601) 634-5936
4.	Jan Plachta	CENCD-E-EQ-T	(312) 353-7672
5.	Al Geisen	CENCS-DE-D	(612) 290-5522
6.	George H. Norton	CENED-ED-DS	(617) 647-8870
7.	Joe Miller	CEMRD-ET-E	(402) 697-2649
8.	John Kerkowski	CENAD-ET-ET	(212) 264-7106
9.	Bill Wottlin	CENPD-ET-E	(503) 326-3861
10.	Larry Seals	CEORD-ET-EQ	(513) 684-3034
11.	Tim Pope	CESAD-ET-EG	(404) 331-6703
12.	Don Carmen	CESAW-EP-EE	(910) 251-4656
13.	Donald L. Bergner	CESPD-ET-E	(415) 977-8108
14.	Steven P. Freitas	CESPK-ED-M	(916) 557-7296
15.	James D. Adkinson	CESWD-ETE-T	(214) 767-2353
16.	Ray Duncan	Consultant	(601) 638-8958

AGENDA

CIVIL WORKS STEERING COMMITTEE

THURSDAY, 12 DECEMBER 1996

0800 - 0810	Announcements	Freddie Rush
0810 - 0820	Review and Discuss Agenda	Committee
0820 - 0830	HQUSACE Comments	Charlie Baldi
0830 - 0845	Review and Approve Minutes of Second Meeting	Committee
0845 - 0855	Review Prior Recommendations	Freddie Rush
0855 - 0900	Official Committee Name	Committee
0900 - 0920	Report on SI-CCB Meeting	Tom Shaw
0920 - 0945	Report on SI Training	Charlie Baldi
0945 - 1005	Break	
1005 - 1050	Demonstration of WordSpec	Ray Duncan
1050 - 1130	Discussion/Decision on Mandating SpecsIntact	Committee
1130 - 1230	Lunch	
1230 - 1315	Status of EC 1110-1-85	Ray Duncan
1315 - 1345	Amendments	Steve Freitas
1345 - 1410	Electronic Bid Sets	Steve Freitas
1410 - 1440	Break	
1440 - 1500	Special Contract Requirements	George Norton
1500 - 1520	Plan Quantities	Al Geisen
1520 - 1545	Summarize Day 1 Results	Committee
1545 - 1600	Outline Day 2 Discussion	Committee

FRIDAY, 13 DECEMBER 1996

0800 - 0830	HDC Maintained Guide Specs	Committee
0830 - 0900	Status of CWGS to be Deleted, Updated or Developed	Committee
0900 - 0930	CEAGS used by Civil Works	Committee
0930 - 1000	Break	
1000 - 1015	Measurement & Payment	George Norton
1015 - 1110	Tech Proponents for CWGS	Committee
1110 - 1130	Combined Guide Specs	Committee
1130 - 1230	Lunch	
1230 - 1300	Updating CCB CD-ROM	Committee
1300 - 1320	ASTM/ANSI Standards	Charlie Baldi
1320 - 1330	Future Funding for Committee	Committee
1330 - 1415	Open Discussion/New Issues	Committee
1415 - 1445	Review Day 2 Results	Committee
1445 - 1500	Closing Remarks	

From: Betty L Schrandt
To: LMVD.LMV01(RUSHF)
Date: 12/10/96 3:37pm
Subject: SPECSINTACT

Freddie--

I vote that SPECSINTACT be the preferred method to develop project specifications. The latest version of SPECSINTACT has some great improvements and is becoming more "user friendly" toward RMS and EBS.

The committee should strongly emphasize the benefits of the add-on microsoft editor--namely, microsoft word. This feature would reduce, even eliminate, widespread training for engineers who develop their own specifications. Most engineers do not (will not) learn the SPECSINTACT processing.

Donald N. Johnson

CC: LMVD.X400(Donald_Johnson_CEMRK-EP-CS)

ENCLOSURE 3



DEPARTMENT OF THE ARMY
LOWER MISSISSIPPI VALLEY DIVISION, CORPS OF ENGINEERS
P. O. BOX 80
VICKSBURG, MISSISSIPPI 39181-0080

REPLY TO
ATTENTION OF

CELMV-ET-ET (1105)

24 September 1996

MEMORANDUM FOR HQUSACE (CECW-EP), WASH DC 20314-1000

SUBJECT: Recommendation No. 1, Civil Works Specifications
Steering Committee

1. This is a recommendation of the Civil Works Specifications Steering Committee regarding SPECSINTACT (SGML version) specifications processing and editing software.
2. PROBLEM: SPECSINTACT (SGML Version) is not fully SGML compliant and does not provide the advantages that were to be achieved in having a SGML version of SPECSINTACT.
3. RECOMMENDATION: The Civil Works Specifications Steering Committee recommends that the SPECSINTACT Interagency Configuration Control and Coordination Board make SPECSINTACT (SGML Version) fully SGML compliant.
4. BACKGROUND AND DISCUSSION: The SPECSINTACT Interagency Configuration Control and Coordination Board agreed to develop a SGML version of SPECSINTACT to provide a link between specifications and drawings as well as full compatibility with commercial word processing software based on the standard of Standard Generalized Markup Language (SGML). The Tri-Services CADD Center at Waterways Experiment Station is currently developing a link between the specifications and drawings called CADD-SPEC. Unless SPECSINTACT is "fully" SGML compliant, these advantages cannot be realized.

Freddie S. Rush

FREDDIE S. RUSH
Chairman, Civil Works Specifications
Steering Committee

ENCLOSURE 4



DEPARTMENT OF THE ARMY
LOWER MISSISSIPPI VALLEY DIVISION, CORPS OF ENGINEERS
P. O. BOX 80
VICKSBURG, MISSISSIPPI 39181-0080

REPLY TO
ATTENTION OF

CELMV-ET-ET (1105)

24 September 1996

MEMORANDUM FOR HQUSACE (CECW-EP), WASH DC 20314-1000

SUBJECT: Recommendation No. 2, Civil Works Specifications
Steering Committee

1. This is a recommendation of the Civil Works Specifications Steering Committee regarding SPECSINTACT (SGML version) and the Corps of Engineers PROSPECT course, Specifications for Construction Contracts.
2. PROBLEM: Many Districts within the Corps are not familiar with the current improvements to SPECSINTACT in automatically generating project specifications and are reluctant to adopt SPECSINTACT due to past, corrected shortcomings in editing specifications.
3. RECOMMENDATION: The Civil Works Specifications Steering Committee recommends that the proponent of the PROSPECT course, Mr. Jim Quinn, CEHNC-ED-ES, include four hours of instruction (2 hours on the editor and 2 hours on the processor) in the schedule of instruction for the subject PROSPECT course.
4. BACKGROUND AND DISCUSSION: Due to its history of problems and to a lack of knowledge of the current advantages it offers, many Districts are reluctant to adopt SPECSINTACT. Additionally, many Districts complain that insufficient time is available to train employees on SPECSINTACT while meeting deadlines to complete project specifications. To overcome these problems, an educational process needs to be instituted to make these Districts aware of the advantages and improvements that SPECSINTACT now provides. One manner in which specifications writers and engineers may be fully and accurately informed about SPECSINTACT is to provide "hands on" instruction on its use and features while attending the PROSPECT course, Specifications for Construction Contracts. More than 100 Corps and other federal agency employees involved in writing and processing specifications attend this course each year.

Freddie S. Rush

FREDDIE S. RUSH
Chairman, Civil Works Specifications
Steering Committee

ENCLOSURE 5



DEPARTMENT OF THE ARMY
LOWER MISSISSIPPI VALLEY DIVISION, CORPS OF ENGINEERS
P. O. BOX 80
VICKSBURG, MISSISSIPPI 39181-0080

REPLY TO
ATTENTION OF

CELMV-ET-ET (1105)

24 September 1996

MEMORANDUM FOR HQUSACE (CECW-EP), WASH DC 20314-1000

SUBJECT: Recommendation No. 3, Civil Works Specifications
Steering Committee

1. This is a recommendation of the Civil Works Specifications Steering Committee regarding SPECSINTACT (SGML version).
2. PROBLEM: Many Districts within the Corps are not familiar with the current improvements to SPECSINTACT in automatically generating project specifications and are reluctant to adopt SPECSINTACT due to past, corrected shortcomings in editing specifications.
3. RECOMMENDATION: The Civil Works Specifications Steering Committee recommends that HQUSACE provide one day of training on SPECSINTACT in each MSC at a location selected between the Division and associated Districts. The Committee recommends that HQUSACE, Civil Works and Military Programs, provide funding for the instructor, that each Division provide funding for the training room and computers, and that each District provide funding for the travel and per diem costs of its attendees.
4. BACKGROUND AND DISCUSSION: Due to its history of problems and a lack of knowledge of the current advantages it offers, many Districts are reluctant to adopt SPECSINTACT. Additionally, many Districts complain that insufficient time is available to train employees on SPECSINTACT while meeting deadlines to complete project specifications. To overcome these problems, an educational process needs to be instituted to make these Districts aware of the advantages and improvements that SPECSINTACT now provides. One manner in which specifications writers and engineers may be fully and accurately informed about SPECSINTACT is to provide "hands on" instruction on its use and features while attending a one day Division-wide training session. Many of the employees involved in writing and processing specifications for each Division could be trained on SPECSINTACT through a one day training session.

Freddie S. Rush

FREDDIE S. RUSH

Chairman, Civil Works Specifications
Steering Committee

ENCLOSURE 6



DEPARTMENT OF THE ARMY
LOWER MISSISSIPPI VALLEY DIVISION, CORPS OF ENGINEERS
P. O. BOX 80
VICKSBURG, MISSISSIPPI 39181-0080

REPLY TO
ATTENTION OF

CELMV-ET-ET (1105)

24 September 1996

MEMORANDUM FOR HQUSACE (CECW-EP), WASH DC 20314-1000

SUBJECT: Recommendation No. 4, Civil Works Specifications
Steering Committee

1. This is a recommendation of the Civil Works Specifications Steering Committee regarding Civil Works Guide Specifications (CWGS) to be updated, developed or deleted.
2. PROBLEM: Several of the CWGS that are frequently used are out-of-date while in other areas no CWGS exist where frequent needs for a guide specification occur. Many Districts are compelled to utilize old job specifications or develop local guide specifications to meet these needs resulting in repetitive construction claims or duplicated engineering effort. Also, there are a few guide specifications which are no longer used or needed.
3. RECOMMENDATION: The Civil Works Specifications Steering Committee recommends that HQUSACE update or develop, as the case may be, the attached list of guide specifications. The order in which the guide specifications are listed reflects the priority of the need and, therefore, the effort which should be provided. The Committee recommends that HQUSACE provide funding for this effort. Additionally, the Committee recommends that the indicated guide specifications shown on the list be deleted as they are no longer used or needed.
4. BACKGROUND AND DISCUSSION: The Civil Works Guidance Update Program came to an end in FY 94. However, there continue to be needs for updating obsolete guide specifications and for developing new guide specifications where none exist. The Civil Works Specifications Steering Committee has identified these needs and prioritized them as shown on the enclosed list. This effort is important in order to reduce costs associated with repetitive contract claims and for duplication of effort when each District develops its own local guide specification. Further, policy changes dictate that these guide specifications be maintained on a periodic basis. The guide specifications that have been identified are those where the need is great and the use is frequent. Finally, the guide specifications which are no longer used should be deleted and no longer included in the Construction Criteria Base (CCB) CD-ROM.

Encl

FREDDIE S. RUSH
Chairman, Civil Works Specifications
Steering Committee

ENCLOSURE 7

GUIDE SPECIFICATIONS TO BE UPDATED OR DEVELOPED

1. CE 1102, Dredging(update)
2. CE 1309, Levees(update)
3. Drainage Structures through Levees & Small Dams(develop)
4. Concrete Restoration(develop)
5. Rock Anchors and Soil Anchors(develop)
6. CW 16643, Cathodic Protection for Lock Miter Gates
(update)
7. Placement of Concrete for Concrete Slurry Cutoff Walls
(develop)
8. High Mast Lighting (develop)
9. CW 15346, Lubricating Systems for Flood Control Pumping
Plants(update)

GUIDE SPECIFICATIONS TO BE DELETED

1. CE 1103, Photogrammetric Mapping
2. CE 1104, Aerial Photography for Photogrammetric Mapping
3. CE 1504, Crest Gate Seal Heaters

CECW-EE (CECW-EP/2 Oct 96) 1st End
SUBJECT: Update of Guide Specifications

Casapulla/761-4535

Acting Chief, Electrical/Mechanical Branch (CECW-EE)

Thru Chief, Engineering Division (CECW-E)

For Chief, General Engineering Branch (CECW-EP)

1. The guide specification (CW 15346), titled "Lubricating Systems for Flood Control Pumping Stations", has been incorporated into guide specification CW 15160 "Vertical Pumps, Axial-Flow and Mixed-Flow Impeller Type". Guide specification "Lubricating Systems for Flood Control Pumping Stations" (CW 15346) can be deleted.
2. CW 16643 "Cathodic Protection for Lock Miter Gates" should be updated. A final draft can be completed by 30 April 97. The work will be done by CESAM-EN-CI/Truell Jones, and will require \$30k to complete. There is no current need for a "High Mast Lighting" guide specification. We recommend that this proposal be dropped from your "to be developed" list.
3. Point of contact is John Gilson 761-8617.

Encl

DANIEL J. CASAPULLA, P.E.
Acting Chief, Electrical/Mechanical Branch
Engineering Division

ENCLOSURE 8

From: John Tokar
To: CEMP-EA.CEMP_POST.S0EA1RDD
Date: 2 Oct 1996 10:01am
Subject: High Mast Lighting Guide Spec -Forwarded -Reply

Rick,

We do not have a guide specification for high-mast lighting (I checked the CCB, neither does the Navy). This is a specialized area, and we have not had any inquiries from the field on this topic for at least five years. A study done at Ft. Hood on exterior lighting revealed significant light pollution, glare, and maintenance problems with their high mast lighting installation (although I am sure there are applications where this type of lighting is needed). I would recommend the Illuminating Engineering Society of North America Standard RP-8, Roadway Lighting, for guidance in this area. This Standard does address "High Mast Interchange Lighting" and provides calculation procedures for this type of lighting.

John

CC: THOUGHTO

ENCLOSURE 9

28 Aug 96

CW Guide Specification Documents Converted to Engineering Manual
Appendices

CW 01331 "CWGS for Control & Precise Surveying Services"
TO: EM 1110-1-1004, "Deformation Monitoring &
Control Surveys"

CW 01332 "CWGS for Survey Markers & Monumentation Services"
(to be incorporated in EM 1110-1-1002 at next
update)

CW 01333 "CWGS for Hydrographic Surveying Services"
(CWGS-01050) TO: EM 1110-2-1003, "Hydrographic Surveying"

CW 01334.1 "CWGS for NAVSTAR GPS Surveying Services"
(CWGS-01050) TO: EM 1110-1-1003, "NAVSTAR GPS Surveying"

CW 01334.2 "CWGS: Static GPS Instrumentation"
(CWGS-16702) TO: EM 1110-1-1003, "NAVSTAR GPS Surveying"

CW 01334.3 "CWGS: Differential Real-Time GPS Instrumentation"
(CWGS-16702) TO: EM 1110-1-1004, "Deformation Monitoring &
Control Surveys"

CW 01335 "CWGS for Photo Mapping A-E Services"
(CWGS-01053) TO: EM 1110-1-1000, "Photogrammetric Mapping"

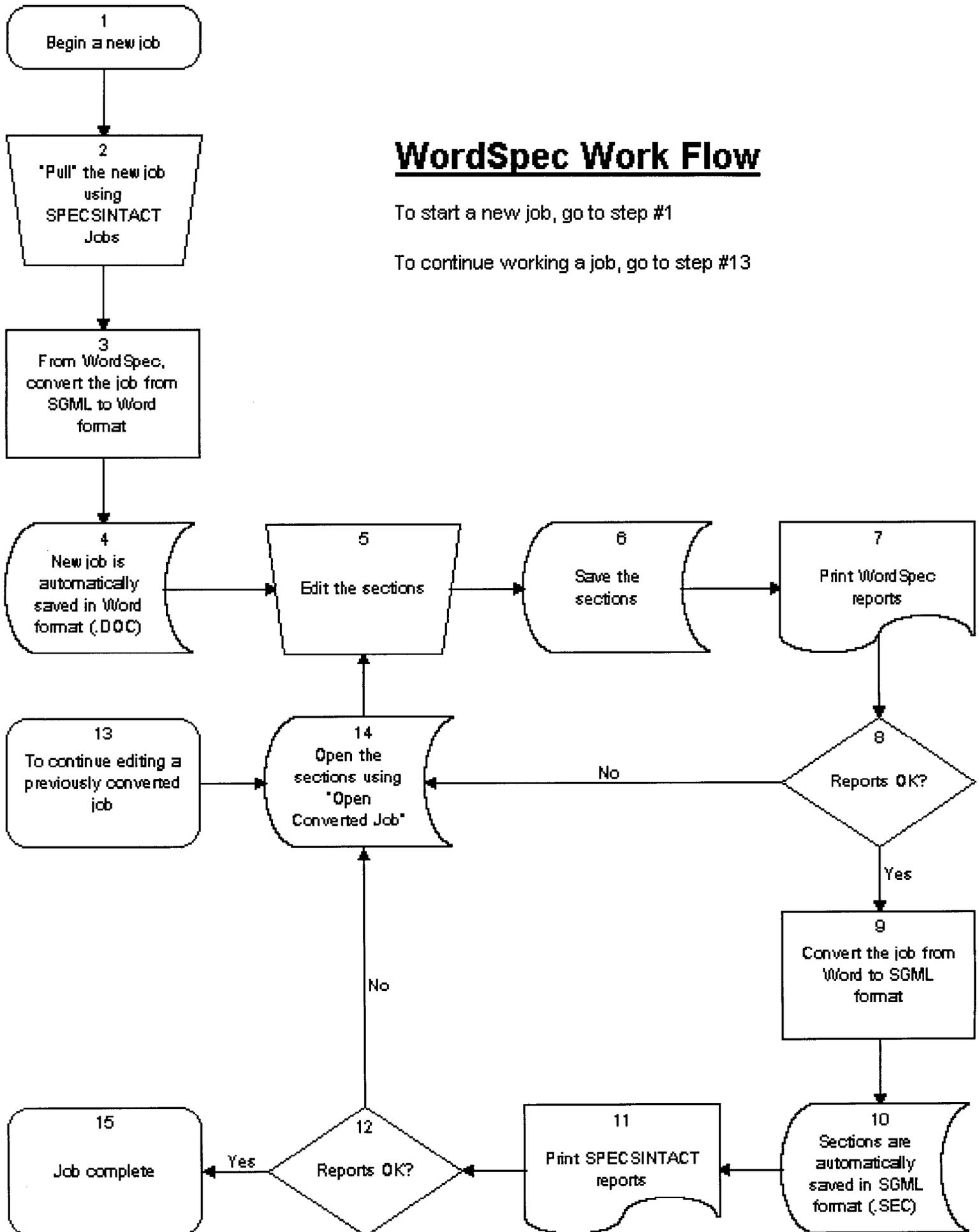
CW 01336 "CWGS for Topo Mapping Services"
TO: EM 1110-1-1005, "Topographic Surveying"

ENCLOSURE 10

WordSpec Work Flow

To start a new job, go to step #1

To continue working a job, go to step #13



ENCLOSURE 11

MEMORANDUM FOR HQUSACE, ATTN: CECW-EP

SUBJECT: Automating Amendments in SPECSINTACT

1. This is a recommendation of the Civil Works Guide Specifications Steering Committee regarding amendments in SPECSINTACT (SGML version) specifications processing and editing software.
2. **PROBLEM:** No specific guidance or consistent standards exist on preparing amendments for Corps of Engineers projects. Perceived problems and difficulties issuing amendments with SPECSINTACT exist.
3. **RECOMMENDATIONS:** The Civil Works Guide Specifications Steering Committee recommends that HQUSACE develop general guidance and/or standardized templates for amendments. Additionally, the Committee recommends that HQUSACE request the SPECSINTACT Interagency Configuration Control and Coordinating Board (SI-CCCB) automate the amendment process in SPECSINTACT. The Committee further recommends HQUSACE provide funding for this effort.
4. **BACKGROUND AND DISCUSSION:** Some Districts issue amendments as page changes and others replace entire sections. We adopted SPECSINTACT as our standard specification system to help standardize construction specifications. Modifying SPECSINTACT to standardize the amendment process as described in enclosure 1 is feasible.

1 Encl

Steven P. Freitas
Criteria Management Unit Leader

ENCLOSURE 12

**U.S. ARMY ENGINEER DISTRICT, SACRAMENTO
PROPOSED AMENDMENT PROCESS
IN SPECSINTACT**

1. Creating amendments using SPECSINTACT is not a difficult process and like many Windows applications, you can prepare amendments several different ways. This is fortunate because as many ways to amend specifications exist as to prepare them. However, efficiency would improve if we modify SPECSINTACT to give an amendment process the following functions and features.
2. The assumption is the project specifications have been through all internal reviews and issued a Biddability/Constructability/Operability/Environmental certificate and reproduced for distribution. We can archive the plans and specifications for future reference or amendment with a feature that would do the following:
 - a. When we produce an amendment, we do not need to keep the tagged deletions or additions of the original job or prior amendments. Therefor, execute Redlines on all sections to reduce the size of job files.
 - b. Insert Hard Page Break <PGE> Tags at the beginning of each page and number the pages sequentially to maintain the existing pagination of all sections.
 - c. Change the file attributes to "read only" on all job sections.
 - d. Execute a "back up" to archive original job files.
3. We could create an Amendment Module for SPECSINTACT or modify the Jobs Module to provide an amendment process for jobs that we have archived with "read only" attribute as follows.
 - a. Open the SPECSINTACT Module.
 - b. Restore/open the job to be amended.
 - c. Assign/open the amendment number.
 - d. Select an entire section or range of pages to be amended. SPECSINTACT should copy the section files and create new files for each range of pages selected as "Other Documents" <OTH>. We could create an "enclosure" outline similar to the job's outline to manage the amendment files.
 - e. Edit the amendment pages using the redlining option as follows:
 - 1) Turn redlining on.
 - 2) Make your deletions and additions.
 - 3) Save the amended file.
 - f. Click on Cancel to close the edit dialog box. The amendments are ready for printing.
4. An Amendment/Print selection would get the Amendments Print Options dialog box. The Options button in the Print dialog box would provide the following format changes:

- a. The footer for amendments should be a single line that will print within the bottom margin of the original page format. Pagination should allow capital alpha characters as variable page number extensions for amendments in the footer. For example, "{PAGE#A}|ENCL {ENCL} TO AMEND NO. {AMEND}" will produce the following below the section page number on the last line of the original page:

02050 - 2

A

ENCL 1 TO AMEND NO. 0001.

- b. Hide. Clear the check box to print the "redline" amendments.
- c. Click on OK and Save to save your changed print options.
- d. Select All or Some Sections/Pages and to print the amendment.

October 29, 1996

MEMORANDUM FOR: Civil Works Specifications Steering Committee

SUBJECT: Plan Quantities (An Alternative to Unit and Lump Sum Pricing)

1. This is an information paper.
2. PURPOSE: This paper provides an alternate means of measurement and payment to lump sum and unit pricing which when used will help satisfy the need for Cost Engineers to obtain historical cost information and will save Construction Project Engineers time in the field in having to verify unit quantities.
3. RECOMMENDED USE: Districts and Divisions may use this paper to provide their specification engineers with a measurement and payment tool that helps better meet the needs of Cost Engineers and Construction Project Engineers.
4. INFORMATION: There is a disagreement in many Districts and Divisions between construction project engineers and cost engineers relative to the use of lump sum pricing versus unit pricing in construction contracts. Construction folks prefer lump sum pricing because with lump sum pricing the construction field reps do not have to verify all the measured or unit priced quantities. The cost engineering folks prefer unit measurement, however, because it provides them with a source of historical data which they are required by ER1110-2-1302 to maintain.

The Minnesota Department of Transportation (MnDOT) ran into this same issue approximately 15 years ago. They came up with the concept of "Plan Quantities" that we in St. Paul have tried over the last six years with success. A plan quantity is simply a bid item whose quantity is unit measured and whose quantity can also be accurately determined on the drawings. Field measurement or verification is only required if either party feels that there may be an error in the quantity. Examples of Plan Quantities are shown on the attached bid schedule (Enclosure 1) and are designated by a "P" after the quantity. Bid items such as excavation which are subject to variance are not good candidates for plan quantities and still should be unit measured.

Bidding schedule notes are attached as Enclosure 2 and these direct prospective bidders to the technical clauses (Enclosure 3) that describe Plan Quantity Measurement and recomputation of Plan Quantities in the event of an apparent error.



Allen L. Geisen, P.E.
Steering Committee Member

ENCLOSURE 13

<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit Measure</u>	<u>Unit Price</u>	<u>Amount</u>
0001	Bid Bonds	1	Job	L.S.	\$_____
0002	Excavation	110,000	C.Y.	\$_____	\$_____
0003	Reinforced Concrete Storm Drain Pipe Class IV, w/watertight joints				
0003A	30 Inch Diameter	60-P	L.F.	\$_____	\$_____
0003B	48 Inch Diameter	138-P	L.F.	\$_____	\$_____
0004	Concrete Flood Wall	566-P	C.Y.	\$_____	\$_____
0005	Bituminous Parking Lot	120-P	S.Y.	\$_____	\$_____
0006	Concrete Precast Beanhole	1-P	Ea.	\$_____	\$_____
0007	30 Inch Precast End Section	1-P	Ea.	\$_____	\$_____
0008	48 Inch Precast End Section	1-P	Ea.	\$_____	\$_____
Total Estimated Amount					\$_____

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DACW37-96-B-0006
Enclosure 1

SCHEDULE NOTES

1. NOTICE TO LARGE BUSINESS: If you are a large business and your bid will exceed \$1,000,000 you are required to submit a SUBCONTRACT PLAN in accordance with 52.0219-0009 Alternate I and 52.0219-7003 (DCD Contracts) SMALL BUSINESS AND SMALL DISADVANTAGED BUSINESS SUBCONTRACTING PLAN.

The U.S. Army Corps of Engineers, St. Paul District is committed to the participation of Small Business, Small Disadvantaged Business and Women Owned Small Business in the performance of work for this contract and has established the following goals expressed in terms of percentages of total planned subcontracting dollars:

Small Business	52.5%
Small Disadvantaged Business	8.8%
Women Owned Small Business	3.0%
Subcontract Reporting (SF294 & SF 295)	100.0%

2. FACSIMILE OF BIDS/PROPOSALS AND FACSIMILE OF MODIFICATIONS THERETO, WILL NOT BE ACCEPTED.

3. All extensions of the unit prices shown will be subject to verification by the Government. In case of a discrepancy between the unit price and the extension, the unit price will govern.

4. The original bid/proposal and any modifications must be complete as to all the items on the schedule. Award will be made to that bidder whose bid is most advantageous to the Government, based on price and the price related factors included in the solicitation.

5. The bidders attention is directed to those bid items identified in the bid schedule by the letter (P) and to Section 00800, solicitation clause 52.232-4008 PLAN QUANTITIES.

6. Any prospective bidder desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing in accordance with Section 00100, Contract Clause "Explanation To Prospective Bidders", not later than 10 days prior to bid opening. Questions can be faxed to (612)290-5706, attention Marilyn Aird.

END OF SECTION 00010

INDEX OF CLAUSES
 DACW37-96-B-0006
 SECTION 00800

00800.	52.228-0001	BID GUARANTEE (APR 1984)	00800- 1
00800.	52.228-0002	ADDITIONAL BOND SECURITY (APR 1984)	00800- 1
00800.	52.246-0021	WARRANTY OF CONSTRUCTION (MAR 1994)	00800- 1
00800.	52.211-0010 I	COMMENCEMENT, PROSECUTION, AND COMPLETION OF WORK (APR 1984)-- ALTERNATE I (APR 1984)	00800- 1
00800.	52.211-0012	LIQUIDATED DAMAGES--CONSTRUCTION (APR 1984)	00800- 1
00800.	52.236-0001	PERFORMANCE OF WORK BY THE CONTRACTOR (APR 1984)	00800- 1
00800.	52.236-0004	PHYSICAL DATA (APR 1984)	00800- 2
00800.	52.236-0015	SCHEDULES FOR CONSTRUCTION CONTRACTS (APR 1984)	00800- 3
00800.	52.236-0016	QUANTITY SURVEYS (APR 1984)	00800- 3
00800.	52.236-0017	LAYOUT OF WORK (APR 1984)	00800- 4
00800.	52.242-0014	SUSPENSION OF WORK (OCT 1995)	00800- 4
00800.	52.246-0012	INSPECTION OF CONSTRUCTION (JUL 1986)	00800- 5
00800.	52.236-7001	CONTRACT DRAWINGS, MAPS, AND SPECIFICATIONS (DEC 1991)	00800- 7
00800.	52.212-4003	TIME EXTENSIONS FOR UNUSUALLY SEVERE WEATHER (OCT 89) ER 415-1-15	00800- 8
00800.	52.214-4001	ARITHMETIC DISCREPANCIES (MAR 1995) EFARS 14.406-2	00800- 9
00800.	52.214-4008	UNBALANCED BID	00800- 9
00800.	52.228-4002	INSURANCE	00800- 10
00800.	52.228-4006	PERFORMANCE AND PAYMENT BONDS (FAR 28.102-2)	00800- 11
00800.	52.228-4022	REQUIREMENT FOR BID GUARANTEE (FAR 28.101-2)	00800- 11
00800.	52.231-4001	EQUIPMENT OWNERSHIP AND OPERATING EXPENSE SCHEDULE (MAR 1995) EFARS 31.105-100	00800- 12
00800.	52.232-4003	CONTINUING CONTRACTS (ALTERNATE) (MAR 1995) - EFARS 52.0232-5002	00800- 13
00800.	52.232-4004	INVOICE PROCEDURE	00800- 15
00800.	52.232-4008	PLAN QUANTITIES	00800- 16
00800.	52.236-4002	WORK PERFORMED BY THE CONTRACTOR	00800- 17
00800.	52.236-4003	ACCIDENT PREVENTION	00800- 17
00800.	52.236-4014	PURCHASE ORDERS	00800- 18
00800.	52.236-4016	SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION (APR 1984) FAR 52.236-21	00800- 18
00800.	52.245-4003	GOVERNMENT-FURNISHED PROPERTY IDENTIFICATION	00800- 20
00800.	52.246-4001	LABORATORY AND TESTING FACILITIES	00800- 20
00800.	52.249-4001	BASIS FOR SETTLEMENT OF PROPOSALS (MAR 1995) 52.0249-4001	00800- 21

b. The submitted request for payment must be accompanied with documentation adequate to substantiate the amount requested. Substantiation shall be consistent with the clauses in the solicitation titled Quantity Surveys, Purchase Orders, Invoices, etc. satisfactory to the COR.

c. The Contractor must also include with the payment request a certification as described in the Clause "PAYMENT UNDER FIXED-PRICE CONSTRUCTION CONTRACTS".

d. Payment requests will be reviewed for propriety by the COR. Defective invoices will be returned to the Contractor for resolution with defects identified. Along with the returned invoice, the COR may include, at its option, an ENG FORM 93-PAYMENT ESTIMATE reflecting the substantiated and uncontested payment amount. The Contractor will then be given the option of signing and returning the FORM 93 for payment along with the original invoice and certification or resubmitting a revised invoice and certification. To expedite payment, the Contractor may request in writing that the COR retain the defective invoice and immediately process the payment request at the amount determined to be acceptable to the Government.

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PLAN QUANTITIES

(P) DESIGNATION. The (P) designation refers to "Plan Quantity" and applies only to those items in the contract bid schedule which bear the (P) designation. Measurement for payment of (P) designated work items will be made in accordance with the provisions of this section, notwithstanding any other provision of this contract.

The methods and units of measurement for work items which do NOT bear the (P) designation shall be as prescribed in the Measurement and Payment paragraphs of the applicable specification section for each respective item, without reference or regard to "Plan Quantity."

PLAN QUANTITY MEASUREMENT. When the quantity for a particular work

item is identified in the bid schedule by the letter (P), it shall be the final quantity on which payment will be made for that item, unless the plan quantity is revised by the Contracting Officer. Adjustments in the plan quantity will be made by the Contracting Officer upon prior notice and approval of changes to the planned dimensions or correction of error in the original computation of the planned quantity. Adjustments to the plan quantity may also be based on actual measured quantities should either the Government or the Contractor choose to measure actual quantities.

Recomputation of (P) designated quantities on the basis of actual dimensions will not be undertaken absent written request for recomputation by the Contractor or the Government and factual evidence in the form of survey reports of error in the original computation of the planned quantity. The party desiring recomputation based on the actual measurement of the placed quantities shall provide written notice of its intent to conduct a survey or otherwise measure actual quantities placed at least three (3) working days prior to commencement of such survey. Survey costs or other costs associated with measuring actual quantities placed shall be borne by the initiating party. Quantities will be recomputed only on that work item, or portion thereof, which is affected. Quantity differences resulting from the use of commonly accepted dimensional approximations shall not be considered as an incorrect computation. If survey results warrant recomputation of plan quantities, i.e., in the event that actual quantities vary from the original (P) designation quantity in the bid schedule, recomputation will be approved by the Contracting Officer and payment for the recomputed quantity shall be made in accordance with the Contract Clause: CHANGES.

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WORK PERFORMED BY THE CONTRACTOR

The successful bidder must furnish the Contracting Officer within 10 days after the award, the items of work which he will perform with his own forces, the percentage of the total work this represents, and the estimated cost thereof. (See Section 00800, clause entitled "Performance of Work by the Contractor").

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ACCIDENT PREVENTION

Corps of Engineers Manual, EM 385-1-1, October 1992, referred