
Section C: DESCRIPTION/SPECIFICATIONS/STATEMENT OF WORK

1.1 Description of the Work

This project will demolish all structures and site features on the existing London Ranger District Administrative Site and design and construct a new London Ranger District Administrative Site under a single contract. The Forest Service will vacate the existing site prior to the start of demolition work under this contract and return after Substantial Completion. During the construction period, the site will be closed to the public and no Forest Service operations will take place on the site.

1.2 About the Forest Service

Established by Congress in 1905, the mission of the Forest Service is to sustain the health, diversity, and productivity of the nation's forests and grasslands to meet the needs of present and future generations. We manage public lands in the form of national forests and grasslands, provide technical and financial assistance to state and private forestry agencies and make up the largest forestry research organization in the world.

The Daniel Boone National Forest is approximately 708,000 acres and embraces some of the most rugged terrain west of the Appalachian Mountains. The forest lies within the Cumberland Plateau, where steep forested slopes, sandstone cliffs and narrow ravines characterize the land. The forest is divided into four ranger districts (Cumberland, London, Stearns and Redbird) with the Forest Supervisor's Office located in Winchester, KY. Visitors come here to hike, camp, picnic, rock climb, boat, hunt, fish, ride, target shoot and relax. The forest contains three large lakes (Cave Run Lake, Laurel River Lake and Lake Cumberland), many rivers and streams, Clifty Wilderness, Beaver Creek Wilderness, Red River Gorge and the Sheltowee Trace National Recreation Trail that extends across the length of the Forest.

The London Ranger District is best known for Laurel River Lake, a 5,600-acre reservoir. The district contains two state designated Kentucky Wild Rivers, the Cumberland and Rockcastle, and a portion of Lake Cumberland. Two wildlife management areas, Cane Creek and Mill Creek, are popular for hunting. The Whitman Branch Shooting Range provides an excellent location for practicing target skills. The London Ranger District is heavily utilized for recreation on the Daniel Boone National Forest.

1.3 General direction regarding the Forest Service's Built Environment

The agency's Built Environment refers to the physical infrastructure of fire, administrative, research, and recreation buildings, landscape structures, site furnishings, structures on roads and trails, and signs installed or operated by the Forest Service, its cooperators, and permittees.

The elements of the built environment constructed on National Forest lands and Grasslands, or those used for administrative purposes in rural areas, towns, and cities incorporate in a practical manner the principles of sustainability, reflect their place within the natural and cultural landscape, and provide optimal service to our customers and cooperators.

Our infrastructure will:

- A. Be located, planned, and designed with respect for the natural systems in which they reside.
- B. Aesthetically integrate their natural, cultural, and experiential context.
- C. Contain design elements that reinforce a national agency identity.

- D. Emphasize efficiency of energy and materials consumption in construction and operation.
- E. Serve as premier examples to interpret conservation of natural resources and sustainable development.
- F. Create environments for people to enjoy and gain increased appreciation for the natural environment, and in which employees work productively, experiencing the connection to the resources they manage.
- G. Use wood and wood products where appropriate in the construction, alteration, repair and operation of our infrastructure.

1.4 Project Scope

The project consists of the design, demolition, and construction of a new London Ranger District Administrative Site to replace the existing London Ranger District Administrative Site on the existing location. The project will be delivered through a single award Design Build Contract. The Design Build Contractor (DBC) shall provide all labor, materials, supplies, equipment, transportation, geotechnical investigation, ancillary services, and other necessary items to complete the Work.

The Work includes multi-disciplinary design based upon Forest Service-provided Project Definition Documents and existing designs that will be integrated and evolved into a complete set of construction drawings, project manual, schedule of values, and construction cost estimates, and includes the building and site design that is compliant with all building codes, agency space policy, security requirements, and agency requirements. Upon final approval of the Complete Stamped and Signed Construction Documents, the building and site shall be constructed as designed and specified, according to all applicable law and requirements.

The completed Work shall comply with the Guiding Principles for Sustainable Federal Buildings and shall demonstrate compliance by achieving a third party green building certification. The LEED-New Construction or Green Globes rating systems are the only acceptable rating systems

1.5 Government's Project Definition Documents (PDDs)

The following attached documents describe the Government's requirements and intent for the project:

- A. Project Program for the London Ranger District Administrative Site Replacement, 08Dec21
- B. Project Program: The Government's requirements for size, arrangement, organization, and location of functional spaces, description of space functions, identification of fittings, equipment, and furnishings, description of the physical and environmental requirements for each space, together with a description of the image, goals, or "mission" of the project.
- C. The Program will be validated, refined, and fixed during the Conceptual Design Verification.
- D. Design and Construction Standards for Southern Region Facilities, 10Dec21.
- E. Project Manual Sections, 27Jun22:
 - 1. Division 01 Sections:
 - a. 012000 – Price and Payment Procedures
 - b. 013000 – Administrative Requirements
 - c. 014000 – Quality Requirements

- d. 015000 – Temporary Facilities and Controls
- e. 016000 – Product Requirements
- f. 017000 – Execution and Closeout Requirements
- g. 017800 – Closeout Submittals
- h. 017900 – Demonstration and Training
- i. 019000 – Commissioning
- 2. Division 26 Section 271000 – Structured Cabling
- 3. The DBC shall incorporate the Government provided sections into their Project Manual. Sections necessary for design definition and construction execution not provided by the Government shall be provided by the DBC during the design phase.

1.6 Project Goals

- A. Provide a safe, secure, effective, efficient, flexible, and attractive workplace for the London Ranger District for the next 50 years.
- B. To advance our mission and serve our purpose, we balance the short- and long-term needs of people and nature by:
- C. Working in collaboration with communities and our partners.
 - 1. Delivering world-class science, technology and land management.
 - 2. Providing access to resources and experiences that promote economic, ecological and social vitality.
 - 3. Connecting the people to the land and one another.
- D. Use domestically sourced wood and wood products. Where possible, use products sourced within the Southern Region. Use mass timber and other innovative wood construction methods.
- E. Achieve Net Zero Energy Use. If project budget does not allow for on site renewable energy generation, achieve demand reduction necessary to achieve Net Zero Energy use and design for future on site generation. Vehicle charging demand is not included in the goal.
- F. Achieve at least a LEED Silver or Two Green Globes certification for the completed project.
- G. Minimize disruption to the London Ranger District throughout the project.

1.7 Collaboration and Integrated Project Delivery

- A. Within the constraints of a single award Design-Build contract, use the principles of the Integrated Project Delivery (IPD) delivery method to provide a collaborative approach to problem solving and project execution. The DBC shall:
- B. Initiate and maintain an integrated project team in all stages of a project, including key trades and suppliers.
- C. Achieve performance goals for siting, energy, water, materials, and indoor environmental quality, along with other project goals.
- D. Ensure incorporation of these goals throughout the design and lifecycle of the building, while considering all stages of the building's lifecycle, including deconstruction.
- E. Minimize rework and directly integrate key trades into the design phase to minimize rework and overall level of effort to execute the project.

1.8 Government Coordination and Review:

- A. Any work done or orders for materials or services placed before the Contracting Officer's approval shall be at the DBC's own risk.
- B. The Contracting Officer will provide all necessary written notification or direction to the DBC. An independent Contracting Officer's Representative (COR) will co-ordinate the DBC's project efforts with the Forest and Region. The COR will have no authority to accept or reject work, or to authorize changes to the terms and conditions of the contract, or to obligate the Government for time or money.

1.9 Coordination with other work

- A. Work by Forest Service:
 - 1. Moving of FS goods materials and equipment that will be reused on site after Substantial Completion, used elsewhere, or disposed through government excess property procedures. Everything remaining on site when the Construction Notice to Proceed is issued becomes the property of the DBC.
 - 2. New, non-fixed, office furniture will be procured by the Forest Service unless expressly noted in the PDDs.
 - 3. Provision of telecommunications service, wireless access points, phones, routers, and switches.
- B. Work by others:
 - 1. Construction of new street through the London Administrative Site by the KYTC.
 - 2. Demolition of existing buildings within the boundary of land being acquired by KYTC.

1.10 High Performance Building and Sustainability Requirements for Design and Construction:

- A. This project shall use the 2021 International Green Construction Code as a minimum standard and achieve all criteria in the attached Guiding Principles for Sustainable Federal Buildings checklist that are noted as "Mandatory."
- B. The DBC shall demonstrate compliance by attaining a third party green building certifications. Acceptable minimum certifications are:
 - 1. LEED version 4.0 for Building Design and Construction (LEED BD+C) at the Silver level.
 - 2. Green Globes for New Construction 2021 at the Two Green Globes level.
- C. The Government has no preference as to which rating system is used for compliance. The Government will prefer proposals that demonstrate the ability to achieve a higher level of certification and are within the project budget.

1.11 Commissioning Services

The DBC shall provide all commissioning services for this contract. Enhanced commissioning as defined by the USGBC's LEED 4.0 Rating system is required regardless of the green building rating system chosen by the DBC. The Government accepts that by having the DBC provide commissioning services, the Enhanced Commissioning credit in the LEED Rating System cannot be attained by this project.

1.12 Construction Health and Safety

- A. Accident Prevention Program:
 - 1. Prior to the Preconstruction Meeting submit a Construction Health and Safety Plan. The program must be accepted by the Government before any on site work can begin.

2. The program shall comply with OSHA and project requirements. Include the following:
 - a. Name of responsible supervisor to carry out the program
 - b. Periodic safety meetings
 - c. First aid procedures
 - d. Outline of each phase of work, hazards associated with each phase and methods proposed to ensure property protection, and safety of the public, the Government's staff, and DBC employees
 - e. Training
 - f. Planning for possible emergency situations
 - g. Housekeeping and fire protection
- B. Accident Reporting: Reportable accidents, defined as death, occupational disease, traumatic injury to DBC's personnel, Government employees or the public, property damage of any accident in excess of \$100, and fires shall be reported within seven (7) days. Complete an Accident/Property Damage Report and forward to the Contracting Officer.
- C. Quality Assurance: Ensure that all employees are physically qualified to perform their assigned duties in a safe manner. Do not allow employees to work if their abilities are impaired. Operators of all equipment shall be able to understand signs, signals and operating instructions, and be capable of operating such equipment.
- D. Accident Prevention Products: Provide the following:
 1. First aid facilities.
 2. Personnel protective equipment: Meet requirements of NIOSH and MSHA.
 3. Emergency instructions, including telephone numbers and reporting instruction for ambulance, physician, hospital, fire department and forest police. Place in conspicuous locations at the worksite.
 4. Adequate egress at all times in accordance with the Life Safety Code (NFPA 241).
 5. Hard hats for all employees and for up to 6 visitors.
 6. Designate and post signs in all hardhat areas.
 7. Training: Provide training for first aid and hazardous material handling and storage.

1.13 Contract Magnitude and Funding Limitations

- A. The DBC shall provide all design, demolition, and construction services required for the final firm, fixed price contract. The project is subject to a cost ceiling of \$5.4M for design and construction.
- B. All work at the London Admin Site is funded through the Great American Outdoor Act.

1.14 Project Constraints

- A. Tree Removal
 1. Tree removal on the site is prohibited from March 1 to June 15 each year to protect Brown-headed Nuthatches (*Sitta pusilla*).
 2. The London Ranger District Office site location is five or more miles from a significant Indiana bat cave and thereby included under restrictions as designated in Daniel Boone National Forest, Land and Resource Management Plan, Standard DB-WLF-9. Trees located at the current district office site location may be felled with no implications from October 15th – March 31st

3. Consultation with the District Biologist will be required prior to tree harvest if felling is to occur between June 16th–October 14th.
- B. Cultural Resources: If archeological resources are discovered at the project site, all work in the vicinity of the discovery must stop immediately, and the discovery must be reported to the Contracting Officer.

1.15 Location

- A. The London Ranger District Administrative Site is located at 761 South Laurel Road, London, KY 40744.

1.16 Period of Performance

- A. DBCs invited to submit Phase II proposals shall include a proposed Period of Performance as part of the proposal based upon an expected date of award provided in the Phase II RFP.

1.17 Time Periods and Milestone Dates

- A. Proposal: The time period during which prospective Offerors prepare their Proposals. The Proposal period ends on the date specified for submission of Proposals.
- B. Conceptual Design Verification (CDV): The time period during which the design criteria are finalized and preliminary drawings and written descriptions are prepared to illustrate the proposed design of the work or a portion of the work to the Government.
- C. Design Development (DD): The time period during which the form, arrangement, size, and materials of the work or a portion of the work are determined.
- D. Construction Documents (CD): The time period during which process working drawings, specifications, and other documents describing the work or a portion of the work are prepared in sufficient detail to allow accurate and complete construction. The end of the Construction Documents period for the project as a whole is a Milestone.
- E. Construction: The time period from the beginning of work on the project site until final payment.
- F. Substantial Completion: The date as defined in the Conditions of the Contract. Date of Substantial Completion is the due date for the following:
 1. DBC's complete punchlist of items to be completed.
 2. The Government's complete punchlist of items to be completed.
 3. Compliance with requirements of governing authorities, for submittals, inspections, and permits.
 4. Compliance with the Government's requirements for access to areas occupied by the Government.
 5. Final cleaning.
 6. Maintenance manuals.
 7. Warranties.
 8. Spare parts and extra materials.
 9. Maintenance supplies and tools.
 10. Project record documents.
 11. Final site survey.
 12. Maintenance plan.
- G. Closeout: The time period during which all details of both construction and commissioning are completed.

1. The Closeout period is the time from Date of Substantial Completion until final payment, both as defined by the Conditions of the Contract.
 2. Before and during the Closeout period, the Government will ascertain whether the completed project complies with Contract Documents.
 3. Training of the Government's personnel in operation and maintenance occurs during the Closeout period, unless specifically indicated otherwise for certain items.
- H. Occupancy: The time period during which the project is occupied for its intended purpose
1. The Occupancy period begins at Date of Substantial Completion, as defined by the Conditions of the Contract.
 2. Move-in will occur before the end of the Closeout period.
 3. The Government is responsible for operation and maintenance of the project during the Occupancy period.

1.18 Key Personnel

- A. The DBC shall provide the following Key Personnel during the performance of this contract:
1. Project Manager
 2. Construction Site Superintendent
 3. Design Team
 - a. Architect
 - b. Landscape Architect
 - c. Mechanical Engineer
 - d. Electrical Engineer
 - e. Civil Engineer
 4. Commissioning and Sustainability Team
 - a. Commissioning Authority
 - b. Sustainability Consultant: the Sustainability Consultant may be part of the Design team or the Commissioning Authority.
- B. Commissioning Authority (CxA) Qualifications:
1. The CxA shall be a first tier subcontractor of the DBC, be financially and corporately independent of the design team and all other subcontractors, and have no other role in constructing systems to be commissioned.
 2. Commissioning Firm Qualifications: Firm experienced in commissioning assemblies and systems specified to be included in scope of work and certified by one or more of the following organizations.
 - a. AABC Commissioning Group (ACG), for commissioning of HVAC Systems and Special Ventilation Systems.
 - b. Commissioning Team Leader: AABC Certified Commissioning Authority (CxA). An individual with technical and management experience who leads a qualified team that plans and coordinates the commissioning process.
 - c. American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) for commissioning of HVAC Systems.
 - d. Commissioning Team Leader: ASHRAE Certified Building Commissioning Professional (BCxP). An individual with technical and management

- experience who leads a qualified team that plans and coordinates the commissioning process.
- e. Association of Energy Engineers (AEE) for commissioning of HVAC Systems:
- f. Commissioning Team Leader: AEE Certified Building Commissioning Professional (BCxP). An individual with technical and management experience who leads a qualified team that plans and coordinates the commissioning process.
- g. Building Commissioning Association (BCA) for commissioning of HVAC Systems:
- h. Commissioning Team Leader: BCA Certified Commissioning Professional (CxP). An individual with technical and management experience who leads a qualified team that plans and coordinates the commissioning process.
- i. National Environmental Balancing Bureau (NEBB) for commissioning of HVAC Systems.
- j. Commissioning Team Leader: NEBB Certified Commissioning Process Professional (CxPP). An individual with technical and management experience who leads a qualified team that plans and coordinates the commissioning process
- 3. Building Envelope Commissioning Specialist (CxB):
- 4. The technical work associated with the Building Envelope systems must be performed by a Building Envelope Commissioning Specialist (CxB) meeting one of the following qualifications:
- 5. Five years of experience coordinating and instructing personnel involved in installation, joining, and sealing of air barrier materials and components and certification as an Air Barrier Installer from the Air Barrier Association of America (ABAA) or other 3rd party air barrier association.
- 6. A registered architect with at least five years of building envelope design or construction experience.
- C. Registration of designers
 - 1. All design services shall be performed by licensed architects, landscape architects, and engineers registered in at least one US state. The following designers shall be registered in the State of Kentucky:
 - a. Civil Engineer
 - b. Landscape Architect
- D. Registration of Constructor
 - 1. All electrical, HVAC, and plumbing work shall be performed by persons licensed to perform that trade in the State of Kentucky.

END OF SECTION C