



NAVFAC

Naval Facilities Engineering Systems Command

NAVFAC SOUTHEAST

Fantastic Finish (Are You Calling the Right Plays in the Red Zone?)

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NAVFAC Red Zone Background

- The term “Red Zone” refers to the area on a football field between the 20-yard line and the goal line.
- NAVFAC identified the need to significantly improve effectiveness in completing construction contracts on time by better aligning stakeholders and processes during the later stages (Red Zone) of the contract.
- The NAVFAC initiative is a management process that consist of established business practices such as checklist, scheduling tools, and meetings.
- NAVFAC Red Zone (NRZ) is focused on identifying and mitigating all issues that could adversely impact contract completion.
- NRZ is a contract requirement (Specification 01 30 00 Administrative Requirements).

NRZ Process

- (1) NRZ requirements are incorporated into the contract Request for Proposal (RFP).**
- (2) NRZ Checklist/Plan of Action and Milestones (POAM) provided to KTR at the PAK/PreCon and discussed to established expectations.**
- (3) Conduct initial NRZ/Facility Turnover Planning (FTP) Meeting.**
 - a. Key players meet at approximately 75 percent of construction contract completion or 3 to 6 months prior to the planned completion.**
 - b. Critical activities, completion dates, and other key data are updated using the NRZ Checklist, which serves as the POAM for the duration of the project.**
- (4) Conduct periodic NRZ meetings at least every 3 weeks early on, then more frequently as the planned completion date gets closer.**
- (5) Maintain copy of the NRZ Checklist/POAM in contract file.**

NRZ Schedule Considerations

- **The project schedule is a tool to manage the project, both for KTR and GOV activities.**
- **IAW Specifications Section 01 32 17.00 20 Cost-Loaded Network Analysis Schedules (NAS), the schedule is to include activities or milestones for items on the NAVFAC Red Zone Checklist/POAM. Items shall include:**
 - Contractor Testing
 - GOV Equipment Acceptance Inspections
 - GOV Acceptance of Duct Air Leakage Test (DALT), Testing Adjusting & Balancing (TAB), and Performance Verification Test
 - Commissioning Activities (incl GOV submittal review)
 - Pre-Final Inspection
 - Punch List Completion
 - Final Inspection & Acceptance
 - Unconstrained start milestone for the Initial NAVFAC Red Zone Planning Meeting

Quality Control Procedures **Closeout** Completion

Red Zone Meeting

Establish turnover procedures with all stakeholders.
Can involve inspections and multiple meetings.
Hosted by COR/ Site Superintendent

Commissioning

Test & balancing equipment.
Is usually period rather than meeting.
Hosted by Commissioning Manager

Turnover

DD1354/ Completion Cert.
One meeting - Start Warranty
Hosted by COR

Warranty

Warranty Management.
On demand/regular / 4-/9-month insp.
Hosted by the COR

NRZ Checklist, cont.

Section 3				
NAVFAC Responsibility	Point of Contact	Sched Comp Date	Actual Comp Date	Notes
Critical Activities				
A. Required for Facility Delivery:				
Coordinate Final Utility Connections				
Generator Performance Verification				
Transformer Performance Verification				
DALT Verification				
1 st Season TABs Verification				
ACATS Performance Verification				
Elevator Certification				
Crane Certification				
Boiler Certification				
Fire Alarm/Sprinkler Test				
IDS & SCIF Test				
Keying plan to contractor				
Locket Cores installed				
Training Coordinated/Scheduled with FMS				
O&Ms to FMS				
Client walk-thru Inspection				
Pre-Final Inspection				
Final Inspection				
BOD/Use and Possession				
B. Required for Contract Close-out:				
BOD Letter to Contractor				
Acceptance Letter to Client				
DD 1354 Signed & turned over to RPAO				
Closeout permits (e.g., NPDES)				
Contractor Evaluations (CCASS) Complete				
Finalize Outstanding Contract Mods				
Process recycled/recovered materials report				
BOD (A) entered into eContracts				
Inform PM of BOD				
Assist PM with AE Evaluation (ACASS)				
Warranty documentation to FMS				
As-Built to FMS				
2 nd Season TABs Report Review				
Annual Elevator Maintenance Complete				

NRZ Checklist, cont.

Section 1

Contractor Responsibility Critical Activities	Point of Contact	Sched Comp Date	Actual Comp Date	Notes
A. Required for Facility Delivery:				
Final Electrical Connections				
Final Water Connections				
Final Gas Connections				
Critical System Start-up:				
System:				
System:				
DALI (duct leakage) Testing				
TABS (air balancing) Testing				
ACATS (controls) Testing				
Electrical Systems Testing				
Generator Testing				
Superchlorination of potable water systems				
Plumbing/backflow Testing				
Elevator Testing				
Boiler Testing				
Crane Testing				
Fire Alarm/Sprinkler Testing				
Keying Plan Meeting				
Deliver Lockset Cores				
NMCI Connections/IT Systems Testing				
IDS & SCIF Testing				
Telecommunications Connections & Test				
Final Commissioning				
System Training of Navy Personnel				
System:				
System:				
Pre-Warranty Conference				
Contractor's Pre Final Punch List Complete				
Pre Final Inspection				
Punch List				
Final Inspection				
BOD/Use and Possession				

Boiler Testing

Crane Testing

Fire Alarm/Sprinkler Testing

Keying Plan Meeting

Responsibility/POC

QFPE (KTR)
 DFPE (NAVFAC)
 Remote F/A & MNS (Client)
 CM/ET (NAVFAC)
 CQC (KTR)

Responsibility/POC

Cable Tests (KTR)
 Perf/Verification Tests (KTR)
 Telecom Equip Install (Client)
 Final Verification Tests (KTR/Client)
 CM/ET (NAVFAC)
 CQC (KTR)

Deliver Lockset Cores

NMCI Connections/IT Systems Testing

IDS & SCIF Testing

NRZ/Facility Turnover Planning

Mtg Attendees

- **NAVFAC Personnel**
 - FEAD/ROICC Team (CE/CM, ET/QA, Contracting Officer)
 - Proj Mgr/Design Manager/Architect-Engineer (A-E)
 - Designated Fire Protection Engineer

- **Contractor and Major Subcontractors**
 - Project Manager
 - Project Superintendent
 - CQC Manager
 - TAB Specialist
 - Commissioning Specialist
 - Qualified Fire Protection Engineer

- **Client and Occupant Representatives**
 - Real Property Accountable Officer (RPAO)
 - Telecommunications Representative
 - NMCI & Other Network Installation Representative
 - Keying Representative
 - GFE (GFCI/GFGI) Status/Delivery Schedule
 - Secure Network Representative

Sample NRZ Mtg Agenda

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|--|---------|
| 1) Introduction and Overview. | |
| 2) Attendees. | |
| 3) Schedule of Completion. | KTR |
| 4) Schedule of Final Outfitting and Occupancy. | Client |
| 5) Critical Features of Project (POAM) | CM |
| 6) Transfer of Maintenance Responsibility. | CM |
| 7) Systems Training and O&M Manuals (POAM) | CQC Mgr |
| 8) Other Items to include NRZ Checklist. | All |
| 9) Summary of Required Actions & Responsibilities. | CM |

Questions