

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

Commissioning

Test & balancing equipment.

Is usually period rather than meeting.

Hosted by Commissioning Manager

DD1354/ Completion Cert.

One meeting - Start Warranty Hosted by COR

Warranty

Warranty Management.

On demand/regular / 4-/9-month insp.

Hosted by the COR

Red Zone Meeting

Establish turnover procedures with all stakeholders.

Can involve inspections and multiple meetings.

Hosted by COR/Site Superintendent

Turnover



NRZ Checklist

NAVFAC Red Zone (NRZ) Checklist/POAM

- The NRZ Checklist/POAM is a tool to track the status of critical activities required for BOD to help ensure
 their timely completion to prevent delays with the facility acceptance and turnover.
- The critical activities are organized by section according to the responsible party (i.e. Contractor, Client, and NAVFAC)
- Critical items missing from this list should be added as necessary to ensure the list is comprehensive.
 Likewise, unnecessary items should be deleted.
- Any critical items left off the NRZ Checklist that are later identified after initial NRZ meeting is conducted should be added immediately so their progress can be tracked.
- A copy of the NRZ Checklist/POAM shall be maintained in the contract file.

Section 1

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

B. Required for Contract Close-out:		
Delivery of O&M Manuals		
Delivery of Product Warranties		
LEED Documentation		
Energy & Sustainability Record Card		
Site Restoration		
Final Landscaping		
Spare Parts, Extra Stock, Special Tools, etc		
As-Built Drawings		
Final Demobilization and Clean-up		
Temp Construction Fence Removed		
Project Close-out Meeting		
Complete DD1354		
Close-out Storm Water Permit		
2 nd Season TABS		

Section 2

Client Responsibility Critical Activities	Point of Contact	Sched Comp Date	Actual Comp Date	Notes
A. Required for Facility Delivery:				
Keying Plan Meeting				
Telecommunication install				
Mod service contracts for Phone/Utilities/				
Custodial/Grounds				
NMCI Installations or other networks				
GFE status/delivery schedule (GFCI, GFGI)				
Client provided equipment SELF installed				
Client provided equipment KTR installed				
Intrusion Detection Systems Test				
Secure Network Installations				
Attend Training				
B. Required for Contract Close-out:				
Planned User Move-in				
Ribbon-cutting ceremony				



NRZ Checklist, cont.

Section 3

NAVFAC Responsibility	Point of	Sched	Actual	
Critical Activities	Contact	Comp	Comp	Notes
Critical Activities	Contact	Date	Date	
A. Required for Facility Delivery:				
Coordinate Final Utility Connections				
Generator Performance Verification				
Transformer Performance Verification				
DALT Verification				
1st 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	1			
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				1
As-Builts to FMS				
2 nd Season TABs Report Review				
Annual Elevator Maintenance Complete				
That are value frame in the Complete				
				
				
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Naval Facilities Engineering Systems Command

NRZ Checklist, cont.

Section 1				
Contractor Responsibility	Point of	Sched	Actual	
Critical Activities	Contact	Comp	Comp	Notes
	Contact	Date	Date	
A. Required for Facility Delivery:				
Final Electrical Connections				
Final Water Connections				
Final Gas Connections				
Critical System Start-up:				
System:				
System:				
DALT (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 Pian Meeting				
Deliver Lockset Cores				
NMCI Connections/IT Systems Testing				
IDS & SCIE Tecting				
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				

Botter 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)

Deliver Lockset Cores NMCI Connections/IT Systems Testing IDS & SCIF Testing

<u>Responsibility</u>	<u>/POC</u>
Cable Tests	(KTR)
Perf/Verification Tests	(KTR)
Telecom Equip Install	(Client)
Final Verification Tests	(KTR/Client)
CM/ET	(NAVFAC)
COC	(KTR) 8

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

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

KTR

Client

CM

CM

CQC Mgr

All

CM



Questions