

# SPADEWORK

ATLANTIC DIVISION NAVAL FACILITIES ENGINEERING COMMAND



## Construction Division Reorganization

Gary Mackey, Code 05

As we move into 1998, we announced a new Headquarters 05 reorganization to help make us more effective in supporting our many customers. Like everyone in the greater Atlantic Division, we have been facing reductions in resources over the last few years. As our function to “fly cover” or support the other components in areas where they have faced more severe reductions in capabilities has increased, we have also failed to get the staff that we felt was necessary. In order to maximize the most of the resources that we received in FY 98, we felt that the most effective use of our resources was to increase our management team. Thus, I felt the need to increase from two branches to three. The new Branch will be the Component Support and Budget Branch and will be led by Dennis Lewin. This Branch will also include our environmental RAC team and most importantly function as the Code 93 Operations Support for Captain Zorica and me. To fill the Construction Engineering Branch position, I have decided to move Barry Robertson back to the Headquarters after a seven year absence. Although he will be filling a similar position that he held then, the Branch has been completely revamped; it also encompasses the majority of the 05C position and computer support expertise. All three Branches have changed! It is a flatter organization with better use of the many fine professionals that we have in the Headquarters. We intend this issue of the Spadework to fully explain each Branch so that everyone will know what has occurred and how to get the maximum of our services. Please feel free to call me or the Branch Managers to ask any questions that you might have.

## OPERATIONS BRANCH, CODE 051

John Grubbs, Code 051

The Operations Branch provides a broad range of construction management expertise to support the field and LANTDIV's Project Operations Group. The Branch's geographical area of responsibility is LANTOPS, which encompasses Tidewater, North Carolina, the Caribbean, Iceland, the Azores and Navy/Marine Corps Reserve facilities in North Carolina, Virginia, and West Virginia.

Our “core” capabilities include providing staffing and construction management support to the field offices; LANTOPS operational support to Code 09A; overall management of the Atlantic Division's Quality Assurance Program; and proactive delivery of construction management support for worldwide contingency operations such as military conflicts, natural disasters or humanitarian aid projects. The Branch is led/managed by John Grubbs who has been in the Construction Division for the last 20 years. The Assistant Branch Manager and Senior Construction Manager is Mike Bellamy has 18 years of facilities design and construction experience. For the last ten years, Mike has served as the Chief Engineer at ROICC Yorktown and Keflavik. The Construction Managers (CMs) on staff are Jim Baldwin, Kelly Wood, Willie Wells, Bob Fox, Waverly Hampton, and Luke Jackson. Fannie Carthan is the Branch Secretary who will also provide secretarial support for the Division Director. In addition to their normal duties, Jim Baldwin and Bob Fox serve as technical representatives on some of the Command's new contracting initiatives such as the Atlantic Division's Emergency Construction Capabilities Contract (CONCAP) and Construction Delivery Contract or CONDEL. Luke

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Jackson, who recently completed the PDC program, will serve as a CM and continue providing assistance in the computer arena during the transition period. Kelly Wood is the Construction Division's WebMaster. The Operations Branch is staffed and retooled to provide a wide array of construction management support. Please feel free to call on us at anytime. We stand ready to support you!

## Construction Engineering Branch, Code 052

Barry Robertson, Code 052

The Construction Engineering Branch was established in 1985 solely to provide technical assistance to the field. Resource fluctuations have impacted the number of people and areas of expertise that we have on hand within the Branch; however, we still want to provide the best and most expedient support that we can. The Branch is headed up by Barry Robertson, who has over 20 years in the LANTDIV 05 and ROICC family. Electrical and mechanical assistance continues to be our bread and butter, and the expertise that we have in these areas is really second to none. The principal players here include Ellery Hooper and Bill Webb on the electrical side and Darrell Larsen and Jim Ewing in the mechanical area. Although we try to maintain additional help in these areas with trainees, folks on loan from the Design Division and technical support from the field, this is not always possible. Safety is also a very important aspect of our service. Bill Garrett has a big area to cover; but with the assistance that he gets from our Safety Technicians in the field and the safety advocates in some of the smaller offices, things in this area seem to be going very well. Finally, please note that this Branch will now be responsible for all of your computer support and all of the functions previously handled by the Code 05C position, which deals with a lot of important support issues. This includes, but is not limited to, maintenance of instructions and other publications under the cognizance of Code 05, claims support, A&E liability issues, trainee coordination, lessons learned program, coordination/management of ROICC office renovations/alterations, and other miscellaneous administrative functions. As you all know, Jim Gale is still involved full time in the computer arena with the assistance of Mike Holland and for the near term Luke Jackson. Ann Miller from the Design Division's Structural Branch is picking up the slack in the 052C area as a rotational assignment through the Leadership Development Program. Ultimately, Jim Gale will be responsible for all of these functions after we are able to work out the details on getting some added help for him on the computer side. Last, but certainly not least, is Susan Wright who has been the Branch secretary almost since its inception. She is a hard charger and intimately familiar with all of the functions of the Branch so I encourage you to talk to her in the absence of the technical folks.

With the growth of the greater Atlantic Division over the last couple of years, it is imperative that support from our Branch be scheduled as far in advance as possible. It is also extremely important that these schedules be maintained to the maximum extent possible due to the large number of requests that are received for our

assistance. Please understand that many of the folks in the Branch are out of the office frequently, but we are striving to adjust work schedules to have people on hand to take your calls every day. Voice mail will be checked regularly whether people are in the office or not so please use this method of leaving messages to the maximum extent possible and you will get a response as quickly as practical.

## Component Support and Budget Branch, Code 053

Dennis Lewin, Code 053

As Gary previously stated, our new Branch evolved out of the increase in requirements to "fly cover" or provide support to the outlying EFAs/OICCs of the Atlantic Division, now totaling five with the standing up of OICC Naples on 30 January 1998. Our **"we're here to help you provide top-quality construction, on time and within budget"** attitude and energy will focus on the following functions: Code 93 (excluding LANTOPS) Operations Support, Construction Management Support for Components, Budget (05 and 07), FIS (loading, training and technical support), Environmental/RAC Team, Personnel Actions for 05 and ROICCs, and Training (for technical personnel). Our talented staff has several years of ROICC experience in both stateside and overseas locations and is proud to say that all of our Engineers are registered. Dennis Lewin with over 20 years ROICC experience, (15 years as a Supervisory General Engineer) heads up the Branch. The Assistant Branch Head and Senior Construction Manager is John Adams who recently returned from a five year stint in the EFA MED theater - most recently, as the Chief Engineer at ROICC Aviano. The Environmental/RAC Team is comprised of Jerry Haste (Team Leader) and Greg Hedley. In addition to having a massive amount of RAC COTR experience, both of these individuals are former Supervisory General Engineers in various LANTOPS ROICC offices. The Budget and FIS team is headed up by Tom Grieves who has several years of ROICC, RAC COTR, and overseas project management experience. His program assistants include FIS "gurus" Gail Smith and Michele Lee. Rounding out the Branch (but surely not least) is our Favorite Personnel and Training Support Assistant, Lois Posadas. As you can see, we're loaded with eager and experienced folks in many fields of construction management/ROICC business...don't hesitate to call us if you need any help!

## OICC Naples

Ann Miller, Code 052C

The Atlantic Division will establish Officer in Charge of Construction (OICC) Naples, on 30 January 1998, to manage the extraordinary amount of work involved in the Naples Improvement Initiative. Captain Jim Spore will head this new organization. OICC Naples is looking to fill four GS-12/13 (800



series) electrical, mechanical, civil/structural and architect technical/design positions this spring and four GS-12 (800 series) project engineers in the summer and fall of this year. Joe Cirvello is the point of contact for employment opportunities. Send a cover note and a brief resume to him by fax (011 39 81 568 5260) or email ([jcirvell%efamed.lantdiv@efdlant.navfac.navy.mil](mailto:jcirvell%efamed.lantdiv@efdlant.navfac.navy.mil))

## COAR Authority

Barry Robertson, Code 052

NAVFAC has recently agreed to allow COAR authority, for LANTDIV only, to be increased for civilian AREICC's up to a limit of \$100,000. Keep in mind that this will not be a blanket increase for all AREICC's rather the increase will be determined based on the individual's qualifications and need. Specifically, the level of COAR authority will be commensurate with each individual AREICC's level of experience, training, and need for the authority based on the type, complexity, and risk of projects assigned. In addition, we have decided that the full \$100,000 authority will be restricted to qualified Supervisory AREICC's in accordance with provisions proposed by LANTDIV in its request for higher COAR authority. It will be the responsibility of each OICC/ROICC to request an appropriate increase of COAR authority for every AREICC/Supervisory AREICC in their office. These requests should be done individually and should be submitted to LANTDIV Code 02, via Code 052, for approval. Until such time as each request is submitted and approved, the current authority level of \$25,000 for each individual AREICC/Supervisory AREICC will remain in effect.

## CONSTRUCTION DIVISION WEBPAGE

Kelly Wood, Code 051

The LANTDIV Web Page has been upgraded. See [www.efdlant.navfac.navy.mil/](http://www.efdlant.navfac.navy.mil/). A team has been working to upgrade the information for all the Divisions of LANTOPS. We have also provided information for the Construction Division, including the Branches, Points of Contact, ROICCs, Spadework, Location and Divisional Information. Our team of Fannie Carthan, Luke Jackson and Kelly Wood developed the page information for the Construction Division.

In addition we have asked the ROICC Offices to provide information for their areas. Web Masters for the ROICC Offices are as follows:

Norfolk  
Puerto Rico  
NNSY  
Keflavik

ENS Brian Webb  
LT Juan Garcia  
John Vasiloff  
ENS Kenneth Culbreath

Cherry Point  
Panama  
Camp Leieune  
Azores  
Oceana  
Guantanamo Bay  
Yorktown

LTJG Bob Wright  
Sara De La Guardia  
Brent Rowse  
LT Chuck Bowers  
Ed Anderson  
Don King  
LT Chris Gallagher & Stuart Williams

Note: There has been a tremendous increase in the information available on the web. For example, there is a great amount of information available on the Navy home page, see [www.navy.mil/](http://www.navy.mil/) related to bases, directions, maps, etc.

If you have suggestions on improvements to the Web Page or problems in getting information, please let Kelly Wood know.

## SAFETY CORNER



Bill Garrett, Code 0526

**CORRECTION:** In the last issue of Spadework, we inadvertently forgot to include ROICC SIGONELLA for achieving the Command goal of "ZERO" lost time contractor accidents for FY 97. Congratulations to the staff at ROICC SIGONELLA for this accomplishment and continued success in FY 98!

### FIRE PREVENTION ON OUR SITES:

Several recent incidents involving fires resulting from contractor operations have demonstrated our need to emphasize the importance of ensuring that contractors are following safe procedures for fire prevention. Any operation that utilizes hot work must address control measures for fire prevention in the Activity Hazard Analysis required in accordance with USACE EM 385-1-1 and must be reviewed during the preparatory inspection for that phase of the work.



Contractors are required to coordinate with station designated authorities to ensure that a hot work permit is obtained prior to commencing any hot work. Hot work may involve the application of roofing materials, plumbing, welding, structural demolition, temporary heating devices, and the handling or dispensing of combustible liquids.

Contractors are to be reminded that chemicals brought on our sites require a Material Safety Data Sheet (MSDS), with a copy provided to the Contracting Officer. The MSDS must be evaluated to identify the flammability and safe clearances for the chemical. The MSDS should also be incorporated in the Activity Hazard Analysis. Some unsuspecting materials are extremely flammable.

Common sense must prevail in the planning of contractor operations for fire prevention. The contractor must survey the surrounding area for potential flammable materials; ensure a charged fire extinguisher

is available; and ensure an appropriate fire watch is provided.

Some recent fire incidents that were preventable have resulted in substantial losses to our customers. Our customers deserve better protection of their property from our contractors. It is our responsibility to assure that contractors are meeting the contract requirements for fire prevention. Please ensure that "ZERO" tolerance is your policy on this issue.

## Dear ROICC,

**I wish to work the circuit hot.....**

A recent near miss incident and several inquiries have made it necessary to clear up work policies for energized circuits. Our policy, as communicated to our contractors through contract document USACE EM 385-1-1, is to isolate the energy. Section 11 and 12 of the Safety and Health Requirements Manual require our contractors to ascertain by inquiry, by direct observation, or by instruments, whether any part of an electric power circuit - exposed or concealed - is located such that the performance of work could bring any person, tool, or machine into physical or electrical contact with it. It also tells us that whenever possible, all equipment and circuits to be worked on shall be deenergized. Our systems are designed with switches for this very purpose. The lock out/tag out systems the contractor uses in his program shall be delineated in his Accident Prevention Plan as submitted in accordance with EM 385-1-1 Appendix A. The outage must also be coordinated with station utility operations personnel. Many electrical contractors, even the most seasoned, appear to be requesting to work circuits hot even when isolating can easily be performed. They claim that performing a tie in to an overhead line would only take around 30 minutes and can be done hot. This does not meet the EM 385-1-1 requirement. We all know the speed at which electricity can travel. Please direct additional attention to this requirement.

## TABS SEASON 2 TESTING

Jim Ewing, Code 0528

The deletion of TABS Season 2 testing from contracts which are under construction should only occur in the future after an assessment by Code 052 has taken place. TABS Season 2 testing normally takes place after the facilities have been occupied. The TABS contractor should have taken the time, effort, and inconvenience involved into consideration prior to submitting his bid. The coordination with the facility for access by the TABS contractor to perform Season 2 testing, is the responsibility of the ROICC. By eliminating TABS Season 2 testing, we are effectively releasing the contractor from being accountable for giving the Government a system which meets or exceeds the design parameters of the contract documents. Consult Code 0521 in the future prior to releasing the contractor from TABS Season 2 contract obligation.

## Accreditation of Construction Materials Testing Laboratories

Ann Miller, Code 052C



By NAVFAC direction, all Construction Materials Testing Laboratories performing work on NAVFAC contracts will be required to be accredited by one of the laboratory accreditation authorities. This policy applies to laboratories whose scope of accreditation includes:

- ASTM 329, Testing of Construction Materials
- ASTM C 1077, Testing of Concrete and Concrete Aggregates
- ASTM D 3666, Testing of Bituminous Paving Materials
- ASTM D 3740, Testing of Soil and Rock , as used in design and construction
- ASTM A 880, Inspection and Testing of Steel, Stainless Steel, and Related Alloys
- ASTM E 543, nondestructive Testing

This accreditation requirement will be phased into NFGS 01450, Quality Control, in two steps noted below. The use of accredited laboratories overseas, when available, will be implemented at the discretion of the Contracting Officer.

Step 1: Effective 1 June 1998, construction materials testing laboratories will be required to submit an acknowledgment letter from one of the laboratory accreditation authorities.

Step 2: Effective 1 December 1999, construction materials testing laboratories will be required to be accredited by one of the laboratory accreditation authorities.

The laboratory accreditation authorities are agencies that recognize the competence of testing laboratories: they ensure that the laboratories have quality systems and a quality manual and have been found competent to perform specific tests. The approved laboratory accreditation authorities are:

The American Association of State Highway and Transportation Officials (AASHTO)

National Voluntary Laboratory Accreditation Program (NVLAP)

American Association for Laboratory Accreditation (A2LA)

Washington Association of Building Officials (WABO), limited to projects within Washington State

Washington Area Council of Engineering Laboratories (WACEL), limited to projects within Chesapeake Division and Public Works Center Washington geographical area

## Quality Assurance

Jim Baldwin, Code 0513

In the November 97 Spadework issue, I reported good news for construction contractors; where to take the "Construction Quality Management for Contractors" training class in Virginia.

In this issue, we have a second training source to report, primarily for Carolina contractors, but anyone can sign up for this training.

The Army Corps of Engineers offers this training at Ft. Bragg, NC. The QA Engineer there is Paul Regan at (910) 396-1211, extension 127. Paul said that he would welcome any Navy contractors. It is an eight-hour class offered the second Tuesday of each month. Have your Carolina contractors QC Managers or QCM/Superintendents call Paul for a reservation. In-house QA Training for ROICC Staff: There will be two QCM training sessions over the next couple of months. The first will be sponsored by ROICC Norfolk on 25 February 1998-call Jerry Yarbrough (322-4485) or Bobby Lee (322-4465) to reserve a spot. ROICC Camp Lejeune will sponsor the second QCM in-house session for the Carolina folks. Gary Horne has not confirmed the date, but he thinks it will be around 23 April. Gary will provide further details.

*Quality Documentation confirms Quality Work.....*

## PICTURES

Barry Robertson, Code 052

As most of you know, there is a picture board in the hallway of the Construction Division that is intended to have recent group pictures of our OICC/ROICC teams, as well as recent photographs of completed facilities. Many of the pictures that we have of your office staffs, as well as the construction photographs, are quite old and need to be updated. Please send us an up-to-date picture of your OICC/ROICC staff and pictures of recently completed facilities that you would like to have displayed. Remember that all pictures need to be 8" x 10" in size and preferably should be in color.

## CLOSING THOUGHT...

"To many people are ready to carry the stool when the piano needs moving." W.C. Exxon, Aug 1985

G.W. Mackey  
Director, Construction Division

# New 05 Organization

## OPERATIONS BRANCH

- LANTOPS Operations Support
- Staffing
- WIP Projections
- Construction Manager Support
- Resolution of Project Specific Problems
- Contingency Support
- ROICC Advocate
- Quality Control/Quality Assurance
- PMR Participation
- Title II Management

## CONSTRUCTION ENGINEERING BRANCH.

- Technical Trouble Shooting
- TABS
- Power Systems Acceptance
- Safety
- Computer Support / Expertise
- Lessons Learned
- Partnering
- Spadework
- Claims
- A&E Liability
- New/Revised Instructions/Forms
- PDC Program
- AGC & PMR Coordinator
- Material & Service Requisitions
- Office Alterations/Renovations
- Industrial Incentive Awards

## COMPONENT SUPPORT & BUDGET BRANCH

- Code 93 Operations Support
- CM Support for Components
- Budget (05 & 07)
- FIS
- Environmental (RAC Contracts)
- Personnel Actions for the ROICC' s
- Training