

CROSS SERVICE AGREEMENT
BETWEEN
GENERAL SERVICES ADMINISTRATION
OFFICE OF PUBLIC BUILDINGS SERVICE
DENVER FACILITY SUPPORT CENTER
DESIGN AND CONSTRUCTION BRANCH
REGION 7
DENVER, COLORADO
AND
U.S. ARMY ENGINEER DISTRICT
819 TAYLOR STREET
FORT WORTH, TEXAS

Sep 20

Services required: Design Review Services

This agreement is entered under the authority of 31U.S.C.1535 between General Services Administration, Office of Public Buildings Services, Denver Facility Support Center, Region 7, Denver, Colorado (hereinafter called "GSA"), and the U.S. Army Engineer District, Fort Worth, Texas (Hereinafter called the "COE"). The purpose of this agreement is to provide efficiency and economy to the U.S. Government to obtain supplemental expertise required for design review. And whereas the COE has the capability to provide those services. Now therefore, for and in consideration of the premises and mutual obligations and agreements hereinafter contained, COE and GSA agree as follows:

SERVICES RENDERED:

- A. COE shall provide technical expertise to accomplish Design Quality, Code Compliance and Constructibility drawing and specification review services on sets of drawings to be delivered by GSA. Reviews will be performed as described in the Attachment to Instructional Letter PBS-IL-89-7 (attached). Code requirements are prescribed in GSA Order ADM 3400.1 (attached).
- B. Detailed requirements (scope of work, applicable regulations, etc.), will be furnished by GSA. Prior to delivery of the work assignment, the GSA project manager and COE Design Branch Chief, or his designated representative, will agree on hours, labor rates, etc. required to complete the work. These agreed upon cost items and performance times will be documented by memorandum and signed by both parties before work begins. Based upon this agreement, the GSA will issue the COE a work order requesting the

work be accomplished at a specific dollar authorization level. Labor rates will be the COE effective labor rate and will include overhead and technical indirect cost applied at the current applicable COE rates.

C. Typically, the COE will review two submittals per project, an intermediate submittal (usually 50 percent), and a final submittal (usually 95 percent). However, the COE may occasionally be asked to review additional submittals on a given project. Project construction estimates will usually be reviewed by the COE at the 50 per cent design stage.

D. The following table will be used as a basis for determining the labor hours required for design review services and includes review of project drawings and specifications:

Type	Intermediate Submittal(s)	Final Submittal
Architectural	3 Hr Min + 1.3 Hrs/Dwg	3 Hr Min + 2.9 Hrs/Dwg
Mechanical	3 Hr Min + 1.7 Hrs/Dwg	3 Hr Min + 2.5 Hrs/Dwg
Electrical	3 Hr Min + 1.1 Hrs/Dwg	3 Hr Min + 3.1 Hrs/Dwg
Structural	3 Hr Min + 1.3 Hrs/Dwg	3 Hr Min + 2.9 Hrs/Dwg
Civil	3 Hr Min + 1.0 Hrs/Dwg	3 Hr Min + 2.2 Hrs/Dwg
Estimator	3 Hr Min + .25 Hrs/Dwg*	3 Hr Min + .25 Hrs/Dwg*
Enviro/Asbestos	6 Hr Min + 1.3 Hrs/Dwg	3 Hr Min + 2.9 Hrs/Dwg
Mechanical Fire Protection	3 Hr Min + 1.7 Hrs/Dwg	3 Hr Min + 2.5 Hrs/Dwg
Hardware	4 Hr Min**	4 Hr Min**

*Hrs/discipline to review detailed project estimates containing quantities and unit prices for the quantities.

**4 hrs is the minimum for hardware review on a small project; time for this activity could consume 40 hrs or more on large projects.

FOOTNOTES TO TABLE D:

1. One set of drawings per each discipline requiring review as listed above will be provided by the GSA on each submittal; one set of marked-up guide specifications will be provided by the GSA for each submittal. Rates shown above will be for review of each submittal, drawings and related specifications. Maximum of six (6) sets will be provided.

2. A minimum of 2 hours per submittal plus two tenths (0.2) of an hour per drawing will be added to the above man-hours to cover the management functions associated with the review.
3. If two "type" drawings are combined (i.e. Mech/Elec, Arch/Asbestos) the rate will be 1.5 times the highest of the two applicable rates as shown above. One minimum charge per submittal will be paid for these combination drawings, using the same applicable rate. Ordinarily, no more than two disciplines will be shown on one drawing; if more than two disciplines are shown on a drawing, the rate will be subject to negotiation between the GSA and the COE.
4. The rates used for demolition drawings will be one times the rate for the primary discipline involved, even if more than one discipline is required for the review.

E. Mailing costs for submittals mailed from the GSA to the COE will be borne by the GSA. For mailing of review comments and in instances where the GSA requires return of all or part of a submittal, amounts for postage charges will be established and included in the work order based on the following: \$30.55 per 20 drawings, and \$16.50 per 30 pages of comment forms or specification pages if separate mailing is required due to drawing size or number of specifications.

F. A turnaround time of ten (10) working days will be required on all Delivery Orders for all projects under two (2) million dollars construction costs. Additional time, agreeable to both parties, will be negotiated for projects over two (2) million dollars. The turnaround time is defined as the number of working days from receipt of drawings by the COE to transmittal of comments to GSA. Shorter turnaround time, if required, may be negotiated on a case-by-case basis.

G. Personnel travel will not be required for review work; therefore, no travel expense will be authorized or billed in connection with this agreement.

H. COE to review designs for compliance with nationally recognized codes and standards. GSA will provide a copy of the BOCA Building to the COE for their use as required. Each submittal drawing and related specification shall be reviewed in detail for conformance with the A/E's design scope of services and GSA Handbooks and Guidelines. Each drawing and specification shall be reviewed for identification of errors, omissions, or other defects that would hinder the bidding or construction process. Drawings shall be compatible with specifications. Although the primary purpose of the review is for quality, if it is obvious that the design does not conform to good design practices, or is unnecessarily costly or will be difficult to maintain or operate, these facts should also be reported to assist the GSA Project Manager. Items that could result in unnecessary interruption of occupant operations or result in excessive construction time shall be identified.

I. All comments shall be noted on the attached GSA Project Review Comments form.

COORDINATION; All coordination with other parties involved in drawing production and field surveys will be responsibility of GSA. COE will not have contact with other parties.

REIMBURSEMENT; Subject to conditions stated below, GSA agrees to reimburse the COE costs that have been agreed to upon receipt of a SF 1081 voucher from the COE. Work under this agreement will be billed at completion of each review. Authority will be requested before any work is performed which would cause the COE to exceed the individual delivery order amount.

AMENDMENTS; This agreement may be amended at any time by mutual consent of the parties concerned.

TERMINATION; This agreement may be terminated by either party upon 30 days written notice.

EFFECTIVE DATE; This agreement becomes effective from the date the last signature hereto.

GENERAL SERVICES ADMINISTRATION
PBS-DENVER, COLORADO

by: David L. Gess Date: 9/18/90
DAVID L. GESS
Chief, Design and Construction Branch

Concur:

by: [Signature] Date 9/18/90
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CORPS OF ENGINEERS
FORT WORTH DISTRICT
FORT WORTH, TEXAS

by: William D. Brown Date: 9/27/90
WILLIAM D. BROWN
COLONEL, CORPS OF ENGINEERS
District Engineer