

FACILITIES MAINTENANCE AND ENGINEERING
GENERAL SPECIFICATION
QUALITY SYSTEM REQUIREMENTS FOR ARCHITECT ENGINEERS

NATIONAL CANCER INSTITUTE AT FREDERICK
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PART 1 SCOPE

- 1.1 This specification establishes the Quality System requirements for an Architect Engineer (A&E) for services as specified in the Architect Engineer services contract document.
- 1.2 This specification does not delete or revise (but supplements) those requirements defined by the Architect Engineer services contract document. If an A&E believes that an inconsistency exists between this specification and the Architect Engineer services contract document and referenced codes and standards, the A&E shall immediately notify the Science Applications International Corporation Architect Engineer services contracts specialist requesting resolution.

PART 2 DEFINITIONS

ISO 9000:1994-International Organization for Standardization. A 1994 standard for quality systems titled "Quality System-Model for Quality Assurance in Design, Development, Production, Installation, and Servicing".

PART 3 GENERAL PROGRAM REQUIREMENTS

- 3.1 The Facilities Maintenance and Engineering (FME) Quality System is governed by the requirements identified in ISO 9000:1994. To satisfy this requirement, the A&E shall maintain a Quality System that conforms to the applicable provisions of ISO 9000:1994 (See Exhibit A).

Note: FME does not have an ISO Certification. The FME Quality System is utilizing the ISO requirements as guidance for a quality system.

- 3.2 The A&E shall establish and implement a Quality System that conforms to the requirements specified above, and to the other applicable codes and standards as cited in the Architect Engineer services contract document. These Quality System requirements shall apply to all aspects of the work necessary for carrying out the construction services contract.

PART 4 ADDITIONAL REQUIREMENTS

- 4.1 Prior to starting any activities relating to the construction services contract, the A&E shall submit a copy of their Quality System document(s) or their ISO Certificate of Approval that defines the program they will follow to meet this specification.

Note: The review of the Quality System document(s) submitted by the A&E is to be performed in accordance with the requirements of procedure FMEP-P-0370, Evaluation of Quality System Documents.

- 4.2 FME may accept, or accept with comments, the A&E Quality System document(s). The A&E may proceed only with those activities related to the Quality System program elements that are acceptable, and authorization to proceed with additional activities will be granted only after acceptable changes to their Quality System documents have been agreed to and implemented by the A&E. All changes must be submitted to FME for final acceptance.

- 4.3 Acceptance of the A&E's Quality System documents by FME does not relieve the A&E of the obligation to comply with the requirements of the Architect Engineer services contract document, including this specification. If the Quality System is subsequently found to be ineffective or inadequate in providing for acceptable control, FME reserves the right to require necessary revisions. All proposed program modifications shall be submitted to FME for review and acceptance.

PART 5 QUALITY SURVEILLANCE

All operations performed by the A&E are subject to surveillance by FME. This surveillance shall in no way relieve the A&E of any contractual responsibilities.

NOTE: The term Surveillance may include inspection, survey, and/or audit activities.

Quality System Requirements for Architect Engineers

The Architect Engineer shall provide either:

1. Their ISO Certificate of Approval,

Or

2. Their Quality System documents that incorporate the below listed criteria from ISO.

- Quality Manual
- Procedure Development
- Contract Review
- Design Control
- Document and Data Control
- Purchasing
- Control of Customer Supplied Product
- Product Identification and Traceability
- Process Control
- Inspection and Testing
- Control of Measuring and Test Equipment
- Inspection and Test Status
- Control of Non-Conforming Product
- Handling, Storage, Packaging, Preservation, and Delivery
- Control of Quality Records
- Training
- Internal Quality Audits
- Servicing
- Management Responsibility