

READ ME FIRST**1. SPECIFICATIONS:**

a. Tulsa District's Homepage contains the following Division 01 specifications (.sec format) documents in a zipped file entitled **SWT_DIV01.zip**:

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|----------------|---|
| 01 04 00 | COORDINATION, FIELD ENGINEERING, AND MEETINGS |
| 01 27 00 | MEASUREMENT AND PAYMENT ¹ |
| 01 30 50 | SECURITY REQUIREMENTS |
| 01 30 60 | BACKGROUND CHECKS FOR CONTRACTOR PERSONNEL - SHEPPARD AFB, TX |
| 01 32 01.00 03 | PROJECT SCHEDULE [FOR SMALL JOBS] ² |
| 01 33 00.00 10 | SUBMITTAL PROCEDURES |
| 01 35 26.00 10 | GOVERNMENTAL SAFETY REQUIREMENTS |
| 01 45 01.00 10 | USACE QUALITY CONTROL |
| 01 50 02.00 10 | CONSTRUCTION FACILITIES AND TEMPORARY CONTROLS |
| 01 57 20.00 02 | ENVIRONMENTAL PROTECTION |
| 01 58 00.00 10 | BULLETIN BOARD, PROJECT SIGN, AND SAFETY SIGN |
| 01 60 00.00 50 | MATERIAL AND EQUIPMENT |
| 01 70 00.00 10 | CONTRACT CLOSEOUT |

¹ Do not use this section for Military projects.

² Use this section for very small projects only where the Resident Management System (RMS) is NOT required. Do not use if Section 01 32 01.00 10 PROJECT SCHEDULE is used.

b. In addition to the above SWT Div 01 sections, the following UFGS sections need to be downloaded from the Whole Building Design Guide website (<http://www.wbdg.org>) and included in the project:

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|----------------|--|
| 01 32 01.00 10 | PROJECT SCHEDULE |
| 01 33 29 | LEED™ DOCUMENTATION ³ |
| 01 35 29.13 | HEALTH, SAFETY AND EMERGENCY RESPONSE PROCEDURES FOR CONTAMINATED SITES ³ |
| 01 45 00.10 10 | QUALITY CONTROL SYSTEM (QCS) ⁴ |
| 01 62 35 | RECYCLED/RECOVERED MATERIALS |
| 01 74 19 | CONSTRUCTION AND DEMOLITION WASTE MANAGEMENT |
| 01 78 23 | OPERATION AND MAINTENANCE DATA |

³ Use this section if applicable to the project.

⁴ Do not use this section if RMS is NOT required; you will include this section in most cases.

c. The homepage contains a second zipped file entitled **SWT_Div01_Attach.zip** which has attachment (in .pdf format) for the Div 01 sections. Some of the attachments are Installation specific and will be used for only the Installation indicated. Attachments include the following:

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|---|
| 01 04 00 attach A – TAFB 00 70 00.pdf |
| 01 30 50 Security Requirements Applications.pdf |
| 01 33 00.00 10 – Eng4025.pdf |
| 01 33 00.00 10 – Eng4288.pdf ⁵ |
| 01 35 26 Attach A – TAFB 00 71 00.pdf |

01 50 02 00 11Ft Sill Gate Pass.pdf
01 57 20.00 02 Attach A – TAFB 00 72 00.PDF
01 58 00 fabandmount.pdf
01 70 00.00 10 RED ZONE.pdf
01 74 19 ATT A Ft Sill.pdf

⁵Include a blank form for Design/Build RFPs. Include a completed Submittal Register generated through SpecsIntact for fully-designed projects.

d. For Design-Build RFPs, the A/E shall provide Sections 01 10 00 STATEMENT OF WORK and 01 33 16 DESIGN AFTER AWARD in addition to the sections listed above. Contact the Government's Technical Manager and the POCs listed in 3 below for examples of these sections.

e. All sections, with the exception of Sections 01 10 00 STATEMENT OF WORK and Section 01 33 16 DESIGN AFTER AWARD shall be edited in SpecsIntact. SpecsIntact software is available at <http://specsintact.ksc.nasa.gov> or can be accessed through the Whole Building Design Guide website, <http://www.wbdg.org>.

f. The instructions listed on this page refer to non-Wizard projects. If you are working in the Wizard, contact the appropriate POC listed in 3 below for assistance.

2. OTHER DOCUMENTS:

Tulsa District's homepage also includes the following documents for Architect-Engineer use and information:

a. ***Supplement to the A/E's Scope of Work – Deliverables***

This document contains information on deliverables required by the A/E's Scope of Work. In addition, instructions for Amendment preparation are included.

b. ***Southwestern Division Architectural and Engineering Instructions Manual (SWD-AEIM)***

The zipped file entitled **SWD-AEIM.zip** contains the manual broken into Chapters. There is also a Word file provided as a template for a Design Analysis (See Chapter 9 of the SWD-AEIM). Note: Chapter 7 – Specifications is outdated in regard to media required and contains outdated references. In addition, referenced WordSpec shall not be used. Refer to the *Supplement to the A/E's Scope of Work – Deliverables* document for specifications procedures.

3. QUESTIONS?

- a. Contact the Military specifications writer @ 918-669-7055.
- b. Contract the Civil Works specifications writer @ 918-669-7567.