



DEPARTMENT OF THE NAVY
NAVY CRANE CENTER
NAVAL FACILITIES ENGINEERING COMMAND
NORFOLK NAVAL SHIPYARD, BUILDING 491
PORTSMOUTH, VIRGINIA 23709-5000.

IN REPLY REFER TO

NAVCRANECENINST 11450.1C
11 July 2019

NAVCRANECEN INSTRUCTION 11450.1C

From: Director, Navy Crane Center

Subj: ACQUISITION OF DEPARTMENT OF THE NAVY SHORE BASED WEIGHT HANDLING EQUIPMENT

Ref: (a) SECNAVINST 11260.2B, Department of the Navy Weight Handling Program for Shore Activities
(b) NAVFAC Engineering and Construction Bulletin 2012-03, Navy Crane Center Acquisition Policy for Weight Handling Equipment
(c) NAVFAC P-307, Weight Handling Program Management, June 2016
(d) NAVCRANECEN Instruction 11450.2A, Design of Navy Shore Weight Handling Equipment

1. Purpose: To establish acquisition policy for shore based weight handling equipment (WHE) at Navy and Marine Corps activities as authorized by reference (a).

2. Cancellation: NAVCRANECEN Instruction 11450.1B

3. Applicability: This instruction applies to WHE purchased for and assigned to the Department of the Navy (DON) shore establishment, and WHE purchased by Navy Crane Center (NAVCRANECEN) for foreign countries under the Military Assistance Program when specifically authorized by the cognizant DoD Agency. Reference (b) also requires WHE associated with construction contracts executed by NAVFAC components for the Army and Air Force to comply with this instruction. This instruction excludes the following:

- a. Civil Engineering Support Equipment (CESE) mobile cranes procured through Naval Facilities Engineering and Expeditionary Warfare Center. (See Notes 1,2)
- b. NAVSUP mobile cargo cranes (shore based up to 30,000 lbs. capacity and shipboard of any capacity) under the cognizance of NAVSUP Weapon Systems Support. (See Notes 1,2)
- c. WHE or Airborne Weapons Support Equipment provided as Intermediate Maintenance Requirements List equipment managed by the Naval Air Systems Command. (See Note 2)
- d. Rigging gear and miscellaneous equipment addressed in paragraph 14.1.1 of reference (c), except powered cranes and powered hoists for the applications noted in paragraph 5.a.(4). Powered hoists, as noted in paragraph 1.3.1 of reference (c), intended to be used in a single location for at least 6 months or greater are required to be classified as category 2 or 3 cranes and therefore are not exempt per this paragraph alone.
- e. Hoists and cranes contained within servicing units, and WEC hoists under Strategic Systems Programs Ordnance Data program criteria.

Notes:

1. Contracts for CESE mobile cranes and NAVSUP mobile cargo cranes shall require the contractor, at the receiving activity's option, to either:
 - i. Be on site (or on call at the activity's option) to witness the activity's condition inspection and load test in accordance with reference (c), or
 - ii. Perform a complete condition inspection and load test in accordance with reference (c) at the contractor's facility prior to shipment.

In either case, the contractor shall provide a representative to perform a receipt inspection and initial setup of the crane after delivery to the activity. NAVCRANECEN assistance is available for this inspection and testing.

2. All DON shore based mobile cranes shall comply with the requirements of reference (d) regardless of the procuring agency.

4. Background: Reference (a) assigns to the Commander, Naval Facilities Engineering Command (NAVFAC) responsibility for all matters pertaining to the DON's weight handling program at Navy and Marine Corps shore activities. Reference (a) further states that these responsibilities shall be accomplished through NAVCRANECEN reporting directly to the Commander, NAVFAC. In accordance with reference (a), NAVCRANECEN is responsible for establishing acquisition policy, acquiring WHE in accordance with set policy, and assisting in programming for cranes for Navy and Marine Corps shore activities.

Reference (c) requires activities to, at a minimum, develop a crane replacement and modernization plan for category 1 and 2 cranes and category 3 and 4 critical cranes. For reference, the projected life of cranes is 50 years for portal cranes, 30-50 years for overhead traveling cranes, 20-30 years for underrunning cranes, and 10-20 years for mobile cranes.

For those cranes requiring NAVCRANECEN procurement, activities should notify NAVCRANECEN three years prior to project initiation. Project pre-award schedules may be negatively impacted if notification is received less than 9 months before required project release for bid. Projects received after June 1st of the fiscal year will not be executed in the same fiscal year.

NAVCRANECEN may assist with self-procurement of WHE where such self-procurement is authorized in accordance with this instruction.

All NAVCRANECEN acquisition procurement and assist services are performed on a cost reimbursable basis.

5. Department of the Navy Shore Based WHE Acquisition Policy:

- a. Except for exclusions noted in paragraph 3, NAVCRANECEN is the required Procuring Contract Office for procurement or overhaul* of the following WHE:

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- (1) Any capacity portal, hammerhead, rubber tired gantry, floating, or tower crane, mobile boat hoist or derrick.
- (2) Overhead traveling, gantry, wall, jib, pillar, and pillar jib cranes, monorails, davits and hoists with rated capacities of 20,000 pounds or greater.
- (3) Power-telescoping or articulating boom cranes of any capacity and any mounting other than mobile cranes or vehicle mounted articulating cranes.
- (4) Any capacity overhead traveling, gantry, wall, jib, pillar, and pillar jib cranes, davits, monorails, and hoists including portable powered hoists - used in the following applications:
 - (a) Ordnance handling.
 - (b) Molten metals.
 - (c) Special Purpose Service (SPS) as defined in NAVSEA Publication 0989-030-7000.
 - (d) "Hazardous Area Applications" as defined in the National Electrical Code.
 - (e) Precision handling operations requiring synchronized lifting capability.
- (5) Any capacity WHE requested by foreign countries under the Military Assistance Program when specifically authorized by the cognizant DoD Agency.

* Overhaul, for the purpose of determining the required Procuring Contract Office, is defined as renovation or modernization directly affecting multiple major WHE components or systems and involving more than one engineering discipline.

b. NAVCRANECEN performs the following services on a NAVCRANECEN WHE procurement:

- (1) Confirm WHE scope of work, budget, and schedule. An initial site visit to document existing conditions is usually required. (See note below.)
- (2) Prepare an Acquisition Agreement (or for service contracts an Acquisition Strategy for the Management and Oversight Process for the Acquisition of Services).
- (3) Prepare the design-build solicitation documents for the WHE.
- (4) Issue the solicitation.
- (5) Award the WHE contract action.
- (6) Review the WHE submittals for compliance with the contract requirements.
- (7) Witness the contractor-performed WHE shop tests when determined to be necessary.
- (8) Provide on-site quality assurance during the removal, installation, inspection, and acceptance testing of the WHE.
- (9) Ensure the WHE is certifiable in accordance with reference (c).
- (10) Accept the WHE on behalf of the government. NAVCRANECEN will coordinate with the local certifying official so the certifying official can use the NAVCRANECEN acceptance test to certify the WHE.
- (11) Provide warranty support following crane acceptance.

Note: For WHE to be installed in facilities under design, NAVCRANECEN will provide the following to the facility designer: crane wheel loads (or hanger loads for underrunning crane systems), bumper forces, electrical or pneumatic power requirements, and crane envelope clearances. NAVCRANECEN will participate in the facility design review process by reviewing facility submittals relating to the WHE, and attending coordination meetings as required.

- c. Initiation of NAVCRANECEN procurement: A NCC WHE Procurement Request form shall be completed to initiate any WHE procurement. This form can be found on the NAVCRANECEN website. NAVCRANECEN's Project Management Director is available at nfsh_ncc_project_management@navy.mil for questions on procurements or assistance in completing the form.

- d. NAVCRANECEN waiver process: DON shore activities may request a waiver, on a case by case basis, from the requirement that NAVCRANECEN procure WHE listed in paragraph 5.a. (NAVCRANECEN waivers do not include work performed on rails, track or structural facilities.) The following actions constitute the waiver request process:
 - (1) Submit a written request (email is acceptable) to NAVCRANECEN's Project Management Director. The request shall include: a description, location, and intended use of the WHE; the justification for requesting a waiver; the method of procurement; the name of the procuring organization; the process for having the WHE certified; and a point of contact (POC) concerning operational/technical issues.
 - (2) NAVCRANECEN will contact the POC to discuss NAVCRANECEN's role in the procurement - reviewing or preparing the specification, reviewing the submittals, and/or being on-site for the acceptance test.
 - (3) NAVCRANECEN will respond either approving or denying the waiver. The approval response will delineate the responsibilities of the requesting organization and of NAVCRANECEN related to the procurement.

- e. Department of the Navy shore activity self-procurement of WHE: With the exception of applications listed in paragraph 5.a, Navy and Marine Corps shore activities may procure new or replacement WHE with capacities of less than 20,000 pounds. If Navy or Marine Corps shore activities elect to procure WHE, NAVCRANECEN technical and/or quality assurance assistance is available, upon request. Contact NAVCRANECEN's Project Management Director at nfsh_ncc_project_management@navy.mil to coordinate procurement assistance. The following stipulations apply:
 - (1) DON shore based WHE shall conform to reference (d), regardless of the procuring organization affiliation. Reference (d) will also be updated to provide guidance for any allowable technical deviations for foreign cranes as they are determined.
 - (2) NAVCRANECEN shall be consulted on allowable configuration for any bridge cranes with spans exceeding 40 feet.
 - (3) The applicable Unified Facilities Guide Specifications (UFGS) shall be used to prepare any solicitation documents that include WHE. UFGS are located at <http://www.wbdg.org>. After tailoring for specific projects, the final specification shall contain all applicable requirements of reference (d).
 - (4) If a UFGS is not available for the type of WHE being procured, the activity shall coordinate with NAVCRANECEN to obtain an appropriate specification.
 - (5) If the procuring activity lacks WHE technical and procurement expertise, the activity shall submit the specification to NAVCRANECEN for review. NAVCRANECEN may also request to review crane designs, inspect equipment and observe acceptance

testing to ensure compliance of the delivered equipment with the contract specifications.

- (6) The procuring organization shall ensure WHE is certified by the local certifying official in accordance with reference (c) before being placed in operation. A Crane Alteration Request to document compliance with Crane Safety Advisory 121A shall be submitted to, and approved by NAVCRANECEN for all newly procured microprocessor-controlled cranes prior to initial certification in accordance with reference (d).



T. D. BLANTON

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