



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 11450.1B
28 March 2014

NAVCRANECEN INSTRUCTION 11450.1B

From: Director, Navy Crane Center

Subj: ACQUISITION OF NAVY SHORE BASED WEIGHT HANDLING EQUIPMENT

Ref: (a) SECNAVINST 11260.2A, Navy Weight Handling Program for Shore Activities
(b) NAVFAC P-307, Management of Weight Handling Equipment
(c) NAVCRANECEN Instruction 11450.2, Design of Navy Shore Weight Handling Equipment

1. Purpose: To establish acquisition policy for Navy shore based weight handling equipment (WHE) as authorized by reference (a).
2. Cancellation: NAVCRANECEN Instruction 11450.1A
3. Applicability: This instruction applies to WHE purchased for and assigned to the Navy shore establishment, and WHE purchased by NCC for foreign countries under the Military Assistance Program when specifically authorized by the cognizant DoD Agency, excluding:
 - a. Civil Engineering Support Equipment (CESE) mobile cranes procured through Naval Facilities Engineering and Expeditionary Warfare Center .
 - 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.
 - c. WHE or Airborne Weapons Support Equipment provided as Intermediate Maintenance Requirements List equipment managed by the Naval Air Systems Command.
 - d. Rigging gear and miscellaneous equipment addressed in paragraph 14.1.1 of reference (b), except powered cranes and powered hoists for the applications noted in paragraph 5.a.(4).
 - e. Hoists contained within servicing units under Naval Ordnance Safety and Security Activity cognizance.
 - f. Hoists and cranes contained within servicing units, and WEC hoists under Strategic Systems Programs Ordnance Data program criteria.

Note:

Contracts for CESE mobile cranes and NAVSUP mobile cargo cranes shall require the contractor, at the receiving activity's option, to either:

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- 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 (b), or
- ii. Perform a complete condition inspection and load test in accordance with reference (b) 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. Navy Crane Center (NAVCRANECEN) assistance is available for this inspection and testing.

4. Background: Reference (a) assigns to the Commander, Naval Facilities Engineering Command (NAVFAC) responsibility for all matters pertaining to the Navy's weight handling program at Navy 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:

- a. Establishing acquisition policy,
- b. Acquiring WHE in accordance with NAVCRANECEN Navy Shore Based WHE Acquisition Policy, and
- c. Assisting in programming for cranes for Navy shore activities.

NAVCRANECEN is available to 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. Navy Shore Based WHE Acquisition Policy:

- a. Except for exclusions noted in paragraph 3, NAVCRANECEN is the required Procuring Contract Office for new procurement, replacement, or overhaul* of the following WHE:
 - (1) Any capacity portal crane, hammerhead crane, derrick, articulating boom crane, floating crane, tower crane, mobile boat hoist or rubber tired gantry crane.
 - (2) Overhead traveling cranes, gantry cranes, wall cranes, jib cranes, davits, pillar cranes, pillar jib cranes, monorails, and hoists with rated capacities of 20,000 pounds or greater.
 - (3) Any capacity overhead traveling cranes, gantry cranes, wall cranes, jib cranes, davits, pillar cranes, pillar jib cranes, 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.

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- (d) "Hazardous Area Applications" as defined in the National Electrical Code.
- (e) Precision handling operations requiring complex or synchronized lifting capacity.
- (4) 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) Accept the WHE. NAVCRANECEN will coordinate with the local certifying official so the certifying official can use the NAVCRANECEN acceptance test to certify the WHE.
- (10) Provide warranty support for one year 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 hangar 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. To initiate NAVCRANECEN procurement, contact the NAVCRANECEN Project Management Director at 757-967-3810.
- d. NAVCRANECEN waiver process: With the exception of SPS WHE, Navy shore activities may request a waiver, on a case by case basis, from the requirement that NAVCRANECEN procure WHE listed in paragraph 5.a. (The NAVCRANECEN waivers do not include work performed on rails, track or structural facilities.) The following actions constitute the waiver request process:

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- (1) Submit a written request (email is acceptable) to NAVCRANECEN 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. Navy shore activity self-procurement of WHE: With the exception of applications listed in paragraph 5.a, Navy shore activities may procure new or replacement WHE with capacities of less than 20,000 pounds. If Navy shore activities elect to procure WHE, NAVCRANECEN technical and/or quality assurance assistance is available, upon request. Contact the NAVCRANECEN Project Management Director at 757-967-3810 to coordinate procurement assistance. The following stipulations apply:
- (1) Navy shore based WHE must conform to reference (c), regardless of the procuring organization affiliation.
 - (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 UFGS must contain all applicable requirements of reference (c).
 - (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 (b) before being placed in operation.



S. E. BEVINS

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