

**ARCHITECT-ENGINEER and RELATED PROFESSIONAL SERVICES
FOR
PROGRAMING, PLANNING, DESIGN AND CONSTRUCTION PERIOD SERVICES**

1.0 STATEMENT OF WORK

1.1 PURPOSE

This statement of work is to describe the requirements of the solicitation and resulting Indefinite-Delivery Indefinite-Quantity (IDIQ) contract(s) for architect-engineer (A/E) and related professional services. Services performed under these IDIQ contract(s) will be primarily for the Department of Veterans Affairs Medical Centers located in Spokane and Walla Walla, Washington; however, services may also be required to support other medical centers within VISN 20, which includes Alaska, Idaho, Oregon and Washington. Services shall also support work required for any and all outlying VA facilities. Outlying facilities may be located anywhere within the medical center's geographic area of responsibility, including, but not limited to, Alaska, Idaho, Oregon and Washington.

1.2 SCOPE OF WORK

A/E and Related Professional Services. Contractor to provide professional A/E services, to include planning, design and construction period services on various facility projects for construction, maintenance and/or repair of infrastructure and real property. Projects may be single-discipline or multi-discipline in nature including, but not limited to, performance of various studies, archeological, environmental and historical planning (NEPA and Section 106), architectural, interior design, civil, electrical, landscape, mechanical, plumbing, structural, industrial hygiene, cost estimating, master planning, fire protection, materials testing, security system designs, building information modeling (BIM) or other related professional services.

1.2.1 Studies. Various type of studies that may be required include, but are not limited to, program development, scope of work (SOW) development, planning, environmental impact statements, feasibility studies, geotechnical investigations, project investigations to identify conditions and alternatives followed by a report of findings, recommendations and cost estimates; various capacity studies (ie. water, sewer, electrical, traffic, etc.); Section 106/NEPA studies, etc.

1.2.2 Schematics/Design Development. Schematic and design development includes, but is not limited to, site surveys, research, testing, defining the work and presenting information required for project design. The Contractor shall provide a preliminary evaluation of the project scope, schematic drawings, schedule and construction budget. Alternative approaches to design and construction are to be investigated during this phase. Design development documents include, but are not limited to, drawings and other documents that fix and describe the dimensions and characteristics of the project. Architectural, civil, structural, mechanical, electrical systems (including various low-voltage systems), and other elements are included as appropriate. A

current construction cost estimate, organized to conform with the current VA Master Construction Specifications PG-18-1 located on the VA's CFM TIL.

1.2.3 Construction Drawings and Specifications.

1.2.3.1 Contract drawings and specifications include, but are not limited to, design narratives, design analyses to include assumptions and calculations, production of plans, specifications, detailed construction cost estimate(s) in current CSI format, submittal log and other documents required for award of a construction contract.

1.2.3.2 All design documents will be thoroughly and completely cross-checked between disciplines, between documents and against the intent of the SOW. The specification and drawings have been cross-checked between discipline categories (architectural, structural, mechanical, electrical, etc.). Specifications have been cross-checked against drawings and drawings against specifications. Specifications and drawings have been cross-checked back to the solicitation SOW to verify the intent of the SOW is fully met.

1.2.4 Construction Period Services. These services include, but are not limited to, review of construction submittals, responding to requests for information (RFIs), conducting pre-award and post-award site visits, various inspections as necessary for the project, cost estimate for contract changes, analysis of proposals for contract changes, and preparation of record drawings.

1.2.5 Building Information Management (BIM) Systems. As may be required by the specific project, the A/E shall be responsible for providing Industry Foundation Classes (IFC)-compliant BIM documents and BIM management as outlined in the VA BIM Guide (TIL).

1.2.6 Construction Estimates. Construction estimates shall be developed for each project as applicable. Construction estimates shall also be required for each contract change encountered during the course of construction.

1.2.7 Inspection and Testing Services. The A/E shall provide technical services for the inspection of construction and the testing/inspection of materials as required for the project. Construction work may be performed by the VA or by various construction contractors. A report of findings for each inspection of work and/or testing/inspection of materials will be provided to the COR.

1.2.8 Schedule/Delay Analysis. During the course of any construction project there is potential for contract changes and/or schedule delays. To accurately assess the effect of the change and/or delay on the critical path of the project and assign responsibility for that delay an analysis of what actually transpired must be conducted. The A/E shall be fluent in the various forms of schedule or delay analysis, including, but not limited to, bar charting, critical path method (CPM), program evaluation review technique (PERT), and line of balance method. When performing a schedule or delay analysis, the A/E shall recommend the most appropriate method(s) of analysis for the CORs concurrence.

1.2.9 Commissioning. The A/E shall be responsible for providing the services of a Commissioning Agent as may be required by the specific project to document project

requirements, prepare design narratives, review design documents, review contractor submittals, develop pre-functional checklists, system functional tests and procedures, system manuals, verify and identify training requirements for operations personnel. Commissioning required may range from individual systems to entire buildings as described in the “Whole Building Commissioning Process Manual” found in the TIL.

1.2.10 Construction Management. As may be required by the specific project, the A/E shall be responsible for providing certified construction managers (CCM) to manage construction of a project from inception to completion for the purpose of controlling time, cost and quality. Construction management services would include, but are not limited to, day to day construction monitoring and inspection to include daily construction progress reports, safety reports, preparation of requests for proposal, and evaluation of contractor performance and progress.

1.2.11 Independent Design Reviews. As may be required, perform independent design reviews of various projects for compliance with VA requirements and for bidability, constructability, operability and environmental compliance. Independent design reviews may be requested at various stages throughout the design phase up to and including the final 100% construction document package.

1.3 DESIGN STANDARDS AND REFERENCE DATA.

1.3.1 Technical Information Library. The A/E shall incorporate all standards set forth in the VA Office of Construction and Facilities Management (CFM) Technical Information Library (TIL), latest version, including all amendments, into the investigation and design services for all projects. The CFM website is located at <http://www.cfm.va.gov/>. Record drawings of existing conditions are available from the specific medical center. Accuracy of the record drawings is not guaranteed and shall be verified by the A/E.

1.3.2 Accessibility Codes And Guidelines. The A/E shall determine applicability of the Uniform Federal Accessibility Standards (UFAS), the Americans with Disabilities Act (ADA) Accessibility Guidelines, and the VA’s Barrier Free Design Guide, latest versions. If applicable to the project, these guidelines shall be incorporated into the design.

1.3.3 Responsibility. It is the A/E’s responsibility to become familiar with the information in the TIL and understand what is expected in a design submission package and which guides, manuals, code, etc. documents are applicable to a project. The VA will not provide an exhaustive list of references for compliance. In the event the VA wishes to exclude a specific reference, the exclusion will be provided in the project-specific SOW.

1.3.4 Deviations. In the event it becomes necessary to deviate from guidance provided in the TIL, a written request for waiver shall be provided to the contracting officer and the COR. The waiver shall cite the specific reference for which the deviation is being requested and shall provide a fully detailed rationale for the deviation. This should include, but is not limited to, the various options the A/E has considered including the determination and rationale for each option.

1.4 DOCUMENT FORMATS.

The A/E shall provide all documents, except drawings, in MS Word (DOCX) format. The final construction set, including drawings, shall also be provided in Adobe Portable Document Format (PDF). Project record drawings and other deliverables shall be provided in PDF and DWG, DGN, PLN, PLA, IFCXML, etc. formats using the type and version of CAD and other software in use at the station. Specifications and drawings shall be organized in an appropriate manner into as few files as possible, but never exceeding 25mg in size. The final construction set, including drawings and other deliverables, shall be provided to the Contracting Officer's Representative (COR) and the Contracting Officer on a CD.

1.5 CONTRACT DIRECTIONS.

The A/E shall comply only with the directions from the Contracting Officer and the COR. The Contracting Officer is the only person authorized to make changes to the contract in terms of scope, schedule or cost.

1.6 FACILITY DRAWINGS.

The A/E will have access to the VA's existing facility drawings. These drawings may or may not be fully accurate. The A/E is responsible for performing sufficient on-site investigations to completely and accurately design each project.

1.7 SITE SURVEYS.

The A/E shall conduct all require survey(s) of the site and all affected areas for the purposed of determining information necessary to both the investigation and design services for the project.

1.8 FIRE PROTECTION.

The A/E shall ensure that all projects are designed to comply with National Fire Protection Agency (NFPA) codes. If NFPA does not address a specific issue, the International Building Code (IBC), latest adapted version may be used.

1.9 HAZARDOUS MATERIALS.

Due to the age of most of the VA's facilities, all projects may involve asbestos or lead containing materials. The A/E shall have the ability to verify the presence of these hazardous materials and design for abatement as required. The VA has an industrial hygienist on site and has inspection reports available addressing known areas of asbestos and lead containing materials within the facilities. These reports will be available to the A/E for review.

1.10 GEOTECHNICAL INVESTIGATIONS.

The A/E shall be responsible for conducting all geotechnical investigations as may be required by the specific project to determine the existing soil conditions and to design projects

accordingly. The resulting report, to include findings and recommendations, shall be included in the design narrative and shall be used in the design of footings, foundations and any other item that may depend upon the soil conditions of the site for its integrity.

1.11 RELEASE OF INFORMATION.

The A/E shall not release to the public any information regarding number, type or estimated costs of projects. All questions shall be referred to the Contracting Officer for the particular task order.

1.12 CONSULTANTS.

In the event the A/E wishes to change any of the consultants that were proposed as part of the A/E team for this IDIQ contract, a written request must be provided to the IDIQ Contracting Officer for approval. The request must include a description of the event necessitating the change and a completed SF330 for the replacement firm. The Contracting Officer will review the information provide and will approve or deny the request based on a variety of factors.

1.13 CONSTRUCTION CLAUSE COMPLIANCE.

The A/E is responsible for ensuring that all construction specifications and drawings comply with the following:

1.13.1 FAR Part 6 Competition Requirements – Requires full and open competition for the procurement of goods and services, including construction equipment, components and materials. Contractor shall not design in sole-source requirements.

1.13.2 FAR Part 11 Describing Agency Needs – Prohibits writing agency requirements that require a particular brand-name product or feature of a product peculiar to one manufacturer thereby precluding consideration of a product manufactured by another company unless certain conditions exist.

1.13.3 FAR Part 23 Environment, Conservation, Occupational Safety and Drug-Free Workplace – requires the use of sustainable designs, equipment, materials and products.

1.13.3.1 FAR 52.223-2 Affirmative Procurement of Biobased Products Under Service and Construction Contracts

1.13.3.2 FAR 52.223-15 Energy Efficiency in Energy-Consuming Products

1.13.3.3 FAR 52.223-17 Affirmative Procurement of EPA-Designated Items in Service and Construction Contracts

1.13.4 FAR Part 25 Foreign Acquisition – requires the use of American-made equipment, components, materials and products.

1.13.4.1 FAR 52.225-9 Buy American Act – Construction Materials

1.13.4.2 FAR 52.225-11 Buy American Act – Construction Materials under Trade Agreements

1.13.5 VA Design and Program Guides, Specifications, Standards and Other Information – VA-specific planning and design criteria are located at <http://www.cfm.va.gov/TIL/>.

1.13.6 Waiver -- In the event that compliance with any of the conditions stated above cannot be maintained, the A/E shall contact the contracting officer directly for guidance. The A/E shall be prepared to submit a written request for a waiver which includes a full and detailed explanation.

2.0 A/E LIABILITY

In the event problems arise during construction which are directly attributable to the failure of the A/E to fully execute the requirements stated herein, the VA will consider the problem to be design deficiency and will hold the A/E liable for correction of the deficiency. Reference FAR 52.236-23 Responsibility of the Architect-Engineer Contractor.

3.0 IDIQ AND TASK ORDER PARAMETERS

3.1 IDIQ Capacity. IDIQ contracts awarded from this solicitation will have a maximum capacity of \$20,000,000.00 for the life of the contract.

3.2 IDIQ Period of Performance. The IDIQ contract period of performance will be for a base year and four option years. The base year will commence upon the date of IDIQ contract award. Option years will be exercised via modification by the contracting officer. Reference FAR 52.217-9 Option to Extend the Term of the Contract.

3.3 Task Order Maximum. The maximum award amount for each individual task order is \$1,000,000.00. Reference FAR 52.216-19 Order Limitations.

3.4 Task Order Minimum. There is no minimum award amount for a task order. Reference FAR 52.216-19 Order Limitations.

3.5 Task Order Period of Performance. The project-specific period of performance will be stated in each task order RFP and resulting award issued under the IDIQ contract.

4.0 ORDERING INSTRUCTIONS

In addition to the requirements of FAR 52.216-18 Ordering, the following instructions are applicable to task orders issued against the IDIQ Contract.

4.1 For each project, the Government will issue an RFP which will include a task order-specific scope of work (SOW) supplementing this IDIQ Contract SOW. The task order SOW shall describe the project by providing a background, conditions, objectives, deliverables and performance schedule, etcetera, as well as any additions or exceptions to the performance requirements set forth herein.

4.2 Upon receipt of a task order RFP, the A/E shall prepare a proposal consisting of a narrative and fee for the specific task order SOW, based on the IDIQ contract rates for the services described. Government will either accept the level of effort represented by the design fee proposal or negotiate differences in the proposed level of effort and the Government's estimated level of effort necessary to perform the project SOW. Task order proposal packages shall include:

4.2.1 A proposal narrative providing the A/E's interpretation of the task order SOW and the assumptions used in developing the fee proposal.

4.2.2 A fee proposal submitted on Attachment C – A/E Proposal Form 08-6298.

4.2.3 Calculation of Design Fee Limitation. Proposals for design of construction projects shall comply with the statutory design limitation set forth at VAAR 836.606-73 Application of 6 Percent Architect-Engineer Fee Limitation. Attachment D – Statutory Design Fee Calculation shall be included in the task order proposal package.

4.4 Design Project. The Government's estimated construction cost is an estimate only. The A/E shall base the proposed design fee on the actual level of effort work required to perform the task order SOW; not on a percentage of the Government's estimated construction cost for the project.

4.5 Following successful negotiation of level of effort for a specific project, the Government will issue a task order for the work. Receipt of an executed task order from the Contracting Officer will serve as the A/E's notice to begin performance of the SOW unless otherwise instructed by the Contracting Officer.

4.6 All terms, conditions, clauses and provisions of this IDIQ contract are applicable to task orders awarded under this IDIQ contract unless specifically amended by the Contracting Officer.

4.7 The Government will attempt to space task orders over the life of the IDIQ contract; however, the A/E shall expect cyclical variances in the quantity and frequency of task order awards.