

SECTION 00 11 21  
 REQUEST FOR PROPOSAL TO DESIGN BUILD  
 RENOVATE BLDG 100 WARD 3A PAIN INTERVENTION  
 516-13-813  
 BAY PINES VA HEALTHCARE SYSTEM

**A. PART I - GENERAL**

**A1. Scope of Work**

**1.0 OVERVIEW**

- A. The scope of work for project 516-13-813 includes all design services, professional services, specialty services (i.e. Industrial Hygienist, Asbestos Abatement, Test and Balance, etc.) labor, materials, equipment and supervision to design and build interior renovations for Project # 516-13-813 Renovate Building 100 Ward 3A Pain Intervention/Bronchoscopy Suite at the Bay Pines VA Medical Center located at 10000 Bay Pines Boulevard, Bay Pines, Florida, 33744. Existing space to be renovated is approximately 2,000 SF. The work includes, but is not limited to, site investigation (including surveying and location of existing utilities), designing and preparing drawings, phase planning, specifications, material submittals, construction for all disciplines, and construction period services, to include; reviews, progress meetings, progress reports, submittal reviews, documentation and evaluations. The building will remain in operation during all construction.
- B. Renovations included in this scope are as follows:
1. **Vapor Barrier**
    - i) Demolition of existing and installation of new drywall and framing on interior portion of exterior walls.
    - ii) Providing a continuous, closed cell spray foam vapor barrier on the exterior walls a minimum of 2" thick, providing a minimum value of R-13.
  2. **Mechanical Improvements**
    - i) Demolition of existing ceiling systems. Installation of new acoustical ceiling system throughout the site.
    - ii) Demolition of existing and installation of new mechanical equipment including ductwork, VAV boxes, heating piping, electrical, thermostats, and controls as required to provide a complete and functioning system. This equipment shall be connected to an existing air handling unit in adjacent service bay.
    - iii) Installation of new sprinkler heads as required to comply with new construction
    - iv) New plumbing fixtures in restroom.
  3. **Space Renovation**
    - i) Renovate interior building space to accommodate the following space requirements:
      - (1) Pain Intervention Area:
        - (a) (1) pain intervention room
        - (b) (1) Bronchoscopy Room
        - (c) Toilet space
        - (d) Adjoining control space
  4. **Asbestos Survey and Abatement**
    - i) The existing Bay Pines Asbestos Survey identifies pipe insulation and vinyl floor tile within Building 100 as ACM.

- ii) An Asbestos survey of suspect materials within the boundaries of construction shall be performed.
  - iii) All identified ACM within the boundaries of construction shall be abated and disposed of in accordance with the governing codes of this Contract.
- C. Work shall be coordinated with the COR to ensure that they are able to maintain functionality at all times.
- D. Submit completed Contract Documents for review by the VAMC Bay Pines engineering staff and its' consultants before commencing any Construction activities.
- E. All work that is required for this project shall, at a minimum, comply with all established VA, NFPA, NEC, EPA, OSHA, handicapped accessibility, State and Local Building Codes, Miami-Dade hurricane wind requirements and VA Bay Pines Material standards. Materials that apply under this standard include A/C Controls, Plumbing Fixtures, Door Hardware, Electrical Hardware, and Fire Safety Equipment.
- F. Contractor shall utilize green building materials and energy star products where applicable.
- G. All work shall be in accordance with the approved plans and specifications developed for this project by the D/B Team.
- H. The design and construction of this project shall not exceed 375 calendar days from receipt of Notice to Proceed.
- I. The VA is negotiating for a "Turn-Key" procurement, which shall include all work. The VA shall not accept any offers that disclaim parts of the required work to make the unit complete and ready for use.

## **2.0 GENERAL DESIGN**

The Contractor shall be required to retain an external Certified Independent Third-Party Safety Professional or Professional Credential (CITP) consultant for the design of the above project. (See attachment "A")

The Certified Independent Third-Party Safety Professional or Professional Credential (CITP) consultant shall review the design of the above project to verify compliance with the National Fire Protection Agency (NFPA) codes, State and local building codes, OSHA, and Life Safety Codes, etc. as noted in attachment "A".

### **2.1 GENERAL DESIGN REQUIREMENTS**

- A. The Design-Builder (D/B) shall provide a design narrative/analysis for each technical discipline which describes the intent of each discipline. Alternatively, the technical design analysis may be shown on drawings at an appropriate scale and level of completeness to allow the VA to review the design.
- B. Each contracted employee shall be required to wear a VA furnished ID badge at all times while working at the facility.
- C. All Design-Build Contractor discussions with the Medical Center personnel concerning project requirements will be arranged by and participated in, by appropriate VA Engineering and Contracting personnel. The contractor shall participate, when required with appropriate

COR and other designated individuals in the presentation of the design submissions. The contractor shall be required to record meeting minutes and distribute to the COR.

- D. After completion of the design development process, there will be three intermediate design submissions (30%, 65%, and 90%) for working drawings. The final 100% submission constitutes a complete package. Time frame for accomplishment of the design submissions will be as follows (unless otherwise agreed upon):

30% submission – NTP+50 calendar days

VA Review – 10 calendar days

65% submission - 30 calendar days

VA Review – 10 calendar days

90% submission – 30 calendar days

VA Review – 5 calendar days

Final (100%) submission incorporating all comments – 15 calendar days.

Total Design Time – 150 Calendar Days

Construction – 225 Calendar Days

Total Period of Performance – 375 Calendar Days

- E. In each submission the contractor shall resubmit the material specified in the prior submission, revised according to the comments made by the VA at the prior review. The contractor shall return all original VA mark-ups of each submission at the next submission, showing all comments have been addressed.
- F. The contractor shall pay particular attention to the fact that during the working drawing development stage approved prior submission plans are not subject to change at the request of the Medical Center staff without proper justification and approval by the COR and Contracting Officer.
- G. Drawings (As-Built) showing architectural and other features of the affected areas are available in the files of the Project section. The drawings are not to be expected to be accurate in all respects, and the Design-Build Contractor is to verify all features affecting the project by field investigation. Field investigation includes making exploratory holes to verify conditions. These areas shall be noted on construction drawings for repair as required.
- H. The contractor shall obtain a complete set of current VA Master Construction Specifications for purposes of editing. The contractor may contact Project Section personnel for information to be used in obtaining the specifications. All master specifications are available on-line at the Office of Construction and Facilities Management website <http://www.cfm.va.gov/TIL/>.
- I. The contractor shall design to all current engineering manuals and design guides. All manuals and guides are available on-line at the Office of Construction and Facilities

Management website <http://www.cfm.va.gov/TIL/>. The design shall include, but is not limited to, the requirements established in these documents:

1. A/E Design Submissions Requirements, PG-18-15, November 2008
  2. Asbestos Abatement Design Manual, July 2011
  3. Barrier Free Design Guide, PG-18-13, December 2011
  4. CAD: National CAD Standard, VHA Application Guide & Standard Details, PG-18-4
  5. Design and Construction Procedures, PG-18-3
  6. Electrical Design Manual, December 2010
  7. Fire Protection Design Manual, September 2011
  8. HVAC Design Manual, March 2011
  9. Physical Security Design Manual for Mission Critical Facilities, July 2007
  10. Room Finishes, Door, and Hardware Schedule, PG-18-14, March 2010
- J. The contractor shall be responsible for all As-built changes to the drawings and specifications and shall provide the revised documents on a CDR after completion of the project.
- K. Prior to any work on this project, the contractor shall provide a proposed schedule for total project showing a start date, phasing and overall completions date.

## 2.2 DESIGN TASKS:

### A. Design Tasks:

1. **SITE INVESTIGATION:** Design Services shall conduct a site survey of the project area to insure that the design is feasible and without any major obstacles. Available as-built drawings and related other project drawings are available to the D/B, but field verification by the D/B must be completed to verify existing site conditions and to collect data as required for design development work to successful completion of design and construction documents
2. **DEMOLITION:** All demolition necessary to complete this project and the approved design shall be included in this project.
3. **CIVIL/STRUCTURAL:** Design will include structural work. Structural engineering is expected to be completed by a Florida Licensed Structural Engineer for any required structural components. All required borings and structural testing shall be provided by the D/B contractor.
4. **ARCHITECTURAL:** Architectural modifications made during the project shall match existing conditions. Architect shall submit elevations and locations of equipment as early as possible during the design development phase.
5. **INTERIOR DESIGN:** The VA Interior Designer will perform all interior color and material selections from the Architect's recommended items. The D/B will coordinate all interior selections with the VA interior design staff. D/B will provide a complete interior design color board showing samples of all recommended items.
6. **PLUMBING/PIPING/FIRE PROTECTION:** Design of plumbing systems and fire protection systems must follow VHA design criteria, applicable International Building Codes

(IBC), NFPA codes, Life Safety codes, and other applicable code requirements for a complete certified functional system.

7. **HEATING, VENTILATION, AND AIR CONDITIONING (HVAC):** HVAC systems shall be designed in accordance with VHA design criteria, applicable International Building Codes (IBC), ASHRAE criteria, and other applicable state and local code requirements for a complete, certified, functional system.
8. **ELECTRICAL:** The electrical systems shall be designed in accordance with VHA design criteria, applicable International Building Codes (IBC), applicable portion of the National Electric Code and all other applicable state and local code requirements for a complete, certified, functional system.
9. Design the project by using site measurements and verifying site conditions. The D/B shall not rely solely on the As-Built drawings.
10. The D/B shall provide all documentation (i.e., calculations, reports, recommendations, etc.) that is appropriate to support the design effort and to keep the Government fully informed of all issues or potential problems. Provide computations and sizing calculations for all new loads for electrical designs. For computerized calculations, submit complete and clear documentation of computer programs, interpretation of input / output, and description of program procedures. Provide an investigation and explanation of code requirements incorporated into the design. Furnish a copy of each code quoted or used in the design, when necessary to provide additional understanding of design decisions.
11. The D/B shall provide all schedules and tables used on the drawings in the latest version of MS Excel.

B. Additional Requirements and Information:

1. **CODES, STANDARDS AND EXECUTIVE ORDERS:** The Public Buildings Amendment Act of 1988, Public Law (Pub. L.) 100-678 requires Federal agencies to follow national recognized "model" building codes. The VA has adopted the latest edition of the following codes and standards as a minimum for all projects performed in the modernization, alteration, addition, or improvement of its real property and the construction of new structures. The VA design Manuals and Master Specifications specify other codes and standards that VA follows on its projects:
  - a. VA Directives, Design Manuals, Master Specifications, VA National CAD Standard Application Guide, and other Guidance on the Technical Information Library (TIL) (<http://www.cfm.va.gov/til/>).
  - b. International Building Code (IBC) including International Mechanical and Plumbing Codes
  - c. NFPA 101 Life Safety Code (see notes below)
  - d. NFPA National Fire Codes with the exception of NFPA 5000 and NFPA 900.
  - e. Occupational, Safety and Health Administration (OSHA) Standards
  - f. VA Seismic Design Requirements, H-18-8
  - g. National Electrical Code (NEC)

- h. National Standard Plumbing Code (NSPC)
  - i. Safety Code for Elevators and Escalators, American Society of Mechanical Engineers (ASME) A 17.1.
  - j. ASME Boiler and Pressure Vessel Code
  - k. ASME Code for Pressure Piping
  - l. Uniform Federal Accessibility Standards (UFAS) including VA Supplement, Barrier Free Design
  - m. Building Code Requirements for Reinforced Concrete, American Concrete Institute and Commentary (ACI 318)
  - n. Manual of Steel Construction, Load and Resistance Factor Design Specifications for Structural Steel Buildings, American Institute of Steel Construction (AISC)
  - o. Energy Policy Act of 2005 (EPAct)
  - p. American Society of Heating and Refrigeration Engineers (ASHRAE) 90.1, Energy Standards for Buildings Except Low-Rise Residential Buildings
  - q. Federal Leadership in High Performance and Sustainable Buildings: Memorandum of Understanding (MOU)
  - r. Executive Order 13423: Strengthening Federal Environmental, Energy, and Transportation Management
  - s. Executive Order 13514: Federal Leadership in Environmental, Energy, and Economic Performance
  - t. The Provisions for Construction and Safety Signs. Stated in the General Requirements, Section 01 00 00, of the VA Construction Specifications
  - u. American Society of Heating and Refrigeration Engineers (ASHRAE), Ventilation for Acceptable Indoor Air Quality – ASHRAE Standard 62.1
  - v. Safety Standard for Refrigeration Systems – ASHRAE Standard 15
2. **NOTES:** NFPA 101 primarily addresses life safety and fire protection features while the IBC addresses a wide range of considerations, including, but not limited to, structural strength, stability, sanitation, adequate light and ventilation, and energy conservation. VA buildings must meet the requirements of NFPA 101 and documents referenced by NFPA 101 in order to comply with the accreditation requirements of the joint Commission. Therefore, designs shall comply with the requirements of the latest edition of NFPA 101 and documents referenced therein. Design features not addressed by NFPA 101 or documents referenced therein shall comply with the requirements of the latest edition of the IBC or as otherwise addressed above in this Program Guide. For design features that are addressed by both the IBC as well as NFPA 101 or a document referenced by NFPA 101, the requirements of NFPA 101 or the document referenced by NFPA 101 shall be used exclusively. This applies even if the IBC requirements are different.
3. **Conflicts between Nationally Recognized Codes and Standards and VA Requirements:** Should a conflict exist between VA requirements and VA adopted nationally recognized codes and standards, the conflict shall be brought to the attention of the VA. The resolution of the conflict shall be made by the authority having jurisdiction for the VA to ensure a consistency system wide.

4. **ENERGY & RESOURCE CONSERVATION:** Any alterations or new equipment (motors, light fixtures, windows, HVAC equipment, pumps, chillers, water faucets, urinals, toilets, insulation, etc.) shall be energy efficient and resource efficient. This facility's overall energy usage goal is 142,000 BTU/sq. ft. (142 MBTU/SF). Energy Star, LEEDS and other related criteria shall be utilized. Light bulbs and other equipment shall have very low mercury content or NOT contain mercury at all.
5. **DRAWINGS:** The D/B shall provide electronic copies of drawings at each review step generated in the latest version of AutoCAD or its companion products (digitally signed DWGs) and PDF format in individual sheet files on CD-ROM. Include all associated support files (i.e. plot styles, external referenced files, etc.). This facility currently uses AutoCAD Architecture 2009. The standard drawing size shall be ARCH E1 (30" x 42"). The format to be used in creating the CAD drawings (i.e. layer / level structure, fonts, font sizing, file naming conventions, etc.) is that of the latest edition of the National CAD Standard ([www.nationalcadstandard.org](http://www.nationalcadstandard.org)).
  - a. The D/B shall follow these level / layer formats, file – naming conventions, and symbol library.
  - b. Drawings are to be drawn from the VA's "As-Built" or construction drawings updated by site verification, not scanned reproductions.
  - c. The final sets of the new construction drawings shall be signed and sealed by each respective Professional Engineer in their discipline, Industrial Hygienist, Architect and other necessary licensed professional consultants.
6. **SPECIFICATIONS:** The D/B firm may obtain the list of the complete VA Construction Specifications from the VA Facilities Management Technical Information Library (TIL), which is located at <http://www.cfm.va.gov/TIL/spec.asp>. The D/B shall provide the final edited specifications on CD-ROM in Microsoft Word. The VA uses MS Word 2007. The format shall be 1.5 spaced, left justified, 2-sided, laser quality, and courier-new size 10 font.
7. **REVIEW MEETINGS:** The D/B and their A/E is required to attend a design review meeting after each submission during the design process and provide meeting minutes to the VA for approval and distribution.
8. Provide a day lighting and lighting controls plan, including automated lighting controls (occupancy / vacancy sensors with manual-off capability) for appropriate spaces including restrooms, conference and meeting rooms, employee lunch and break rooms, training classrooms, and offices.

## 2.3 DESIGN SUBMISSION REQUIREMENTS:

### A. FIRST SUBMISSION: Schematic Design Development (30%):

1. Submittals: Three (3) complete sets of 30% drawings (1 full size and 2 half size), the original marked-up drawings, and three (2) sets of calculations, computations and engineering data. Also, provide one (1) electronic copy of the 30% drawings.

2. Specifications: Submit two (2) sets of revised lists of specifications to be used for this project.
3. Drawings: The drawings shall be 30% complete, and include the information as shown in "A/E Submission Instructions for Design-Build Projects."
4. Phasing: Present phasing plans that will accomplish the construction work with a minimum amount of disruption to the normal operations of the hospital and will allow occupants of the buildings to remain in the buildings and operational.
5. Schedule: Provide an updated schedule showing more detail based on 30% drawings.
6. Acceptance: If the documents do not meet all of the requirements of this submission, then the portions of the documents that are not acceptable by the VA according to the design standards and criteria must be updated by the D/B prior to moving on to the next scheduled submission.

C. SECOND SUBMISSION: Design Development (65%):

1. Submittals: Two (2) copies of calculations, computations, and engineering data, three (3) copies of drawings (1 full size and two half size), two (2) copies of specifications, updated as – built drawings for each discipline, all marked up documents from the previous submissions. Also, provide one (1) electronic copy of the 65% drawings and specifications.
2. Specifications: Submit two (2) copies of the specification sections to suit the project. All editing and mark - ups shall easily identify modifications, deletions, and insertions through tracking of changes with the Word document. The electronic copy of specifications shall be merged into one document. "Catch-all" terms and generalizations shall be avoided. Items not relative to the project shall be edited out. The specifications shall be substantially complete as to content, checked and coordinated so that only an overall review will be necessary at the final working drawing submission.
3. Drawings: The drawings shall be 65% complete and include the information as shown in "A/E Submission Instructions for Design-Build Projects."
4. Phasing: Present proposed phasing plans that will accomplish the construction work with a minimum amount of disruption to the normal operations of the hospital.
5. Code: Provide an investigation and explanation of code requirements incorporated into the design. Furnish a copy of each code quoted or used in the design.
6. Architecture: Supply a color and finish board for review and approval by COR and station Interior Designer.
7. Schedule: Provide an updated schedule showing additional details as provided by the 65% drawings.
8. Acceptance: If the documents do not meet all of the requirements of this submission, then the portions of the documents that are not acceptable by the VA according to the design standards and criteria must be updated by the D/B prior to moving on to the next scheduled submission.

D. THIRD REVIEW: 95% Design Submission:



1. Submittals: Four (3) copies of drawings (1 full size and 2 half size), the marked-up drawings from the third submission, two (2) copies of the specifications, and the marked-up specifications from the third review. Also, provide one (1) electronic copy of the 95% drawings and specifications.
  2. Specifications: The specifications shall be in final draft, completely edited and checked, per earlier description, and two (2) copies.
  3. Drawings: The drawings shall be 95% complete and include the information as shown in "A/E Submission Instructions for Design-Build Projects."
  4. Life Safety: The Certified Independent Third Party Safety Professional Review must be completed and a letter with comments submitted with this submission.
  5. Phasing: Present proposed phasing plans that will accomplish the construction work with a minimum amount of disruption to the normal operations of the hospital.
  6. Schedule: Provide a final construction schedule showing all construction activities.
  7. Acceptance: If the documents do not meet all of the requirements of this submission, then the portions of the documents that are not acceptable by the VA according to the design standards and criteria must be updated by the D/B prior to moving on to the next scheduled submission.
- E. FINAL SUBMISSION: After material of the Third Review has been reviewed, the D/B shall make necessary changes to incorporate all review comments (VA, CITP Safety Review, etc.) and furnish the following – Due NTP +165 calendar days:
1. Specifications: Six (6) copies of the edited specifications double-sided in loose-leaf form ready for photocopying. One copy in a 3-ring binder, labeled. Format to be as stated earlier under "Specifications." Provide an electronic file of the specifications in MS Word 2007 with all specification files merged into one file.
  2. Drawings: The drawings shall be 100% complete in every respect. Provide six (6) complete sets of drawings ( three (3) full-size prints and three (3) half-size prints).
  3. Provide one sealed set of final drawings. Each discipline shall be separately sealed.
  4. Provide all calculations for the project.
  5. Provide two (2) CD-ROMs with all project materials, including drawings, specifications, and calculations.
- F. AS-BUILTS: The D/B shall make a final submission at the completion of the project of as-built drawings showing true as-built conditions of the job and incorporating all changes made during the course of the project.

### **3.0 GENERAL CONSTRUCTION**

- A. Standard material and standard construction practices are required with the exception of those items otherwise specified herein. As a minimum, design and construction shall meet and be built in accordance with the requirements set forth.

#### **B. Demolition:**

1. Contractor to provide dumpster and all debris removal from VAMC grounds.
2. Demolish walls and doors per attached drawing.
3. Demolish existing flooring.
4. Demolish existing acoustical ceiling.

**C. Interior Construction:**

1. Provide welded seem less flooring except in areas where it is necessary to provide hard surface flooring throughout the two suites All flooring must be approved by the COR and station Interior Designers.
2. Paint all walls within the building in a color that is approved by the COR and station Interior Designer.
3. Minimum 20 gauge interior wall studs on 16" centers with 20 gage top and bottom plates.
4. Ceilings are to be a minimum of 9'0" in all rooms.
5. Walls are to be 5/8" type X lead lined drywall ( provided by the VA) taped, finished and painted according to the color selection of the station Interior Designer.
6. Wooden lead lined doors are to be finished wood grain 1 3/4" solid core interior doors, to be fitted with welded steel frames with pre-drilled 2 3/4" back set hardware locations, as required to meet standards for designed suites.
7. All door locksets are to be cylindrical Best 7pin, small format, grade two IC core locksets, unless otherwise required for Physical Security.
8. Provide acoustical ceiling system to be Armstrong 770A with white USG grid or equivalent throughout.
9. Ceiling tiles throughout the building are to be 2' x 2' acoustical tiles.

**D. Electrical:**

1. All electrical connections between the modules shall be made with wire nuts in junction boxes with covers. No junction disconnect plugs shall be used.
2. Electrical panels, junction boxes, and receptacles shall be labeled with appropriate circuit numbers.
3. All branch circuit wiring shall be in 3/4" E.M.T. conduit or larger and supported with approved straps.
4. All branch circuit wiring shall be #12 THHN stranded or larger and color-coded (phase A = Black, phase B = Red, phase C = Blue). All switch legs Purple.
5. No conduits shall be run on the finished surface except where approved by the COR
6. Any exposed raceways shall be wiremold 700 or 2100.
7. All wiring shall be installed per VA specification and National Electric Code.
8. Provide new lay – in Lithonia LED 2x4 light fixtures that shall be supported independent from the ceiling.
9. All rooms shall have a minimum of 1 duplex 120 volt, 20-amp Bryant 5252I (or equal) outlet on each wall and shall meet or exceed VA and NEC requirements.
10. For phone/data ports, all rooms shall have 2 junction boxes installed with 3/4 inch conduit.
11. Locations of junction boxes shall be determined after final room layout has been approved.

12. The new sprinkler system modifications shall be integrated into the existing Simplex fire alarm system, tested and certified in accordance with NFPA 13.

**E. HVAC:**

1. All work must meet indoor air quality requirements for this environment.
2. All work shall meet the following additional requirements:
  - a) All duct work (supply & return) shall be metal duct to VA Specifications and built to ASHRE standards.
  - b) Flex duct from tap off to grille shall be antimicrobial and no longer than 10' (both supply and return).
  - c) All control wiring shall be in ¾" E.M.T. conduit or larger.
  - d) Indoor Design Temperature shall be 94 deg F db/ 82 deg F wb.
  - e) Air Change Rates shall be per VA HVAC Design Manual.
  - f) Ventilation shall be per 62.1 - 2007.
  - g) Provide VAVs to conform to the following criteria:
    - a. A single VAV shall serve no more than two (1) rooms nor shall a single VAV serve more than two (2) air devices. VAV heating coils shall be a two (2) pass type. All hot water heating piping shall be sized and provided accordingly, connected to the existing exterior boiler on the West end of B11.
    - b. Provide required design-build services to accomplish the required ductwork, piping, control system layout to accomplish the above referenced criteria.
    - c. Minimum inlet to VAVs shall be no less than 6-inches.
  - h) All ductwork shall be a minimum of 24 gauge.

**F. Plumbing:**

1. The new fire sprinkler system modifications shall be connected to the existing wet pipe fire sprinkler system in accordance with VA specifications and NFPA 13.
2. Quick response sprinkler heads shall be utilized.
3. The new toilet area is to be ADA compliant, finishes are to match exiting Bay Pines toilet finishes

**G. Equipment:**

1. The design and installation of the VA furnished utility columns are to be in accordance with mfg. recommendations.

**H. Submittals:**

1. The D/B is responsible for submitting all materials, equipment, shop drawings, etc. in accordance to the VA Master Specifications to the COR in a timely manner for approval prior to procurement by the D/B contractor or sub-contractors and shall give the COR a minimum of 14 calendar days for review and approval.
2. The D/B is responsible for submitting six (6) copies of all Operations and Maintenance manuals associated with this project.

## **A2. Definitions**

- A. Design-Build (DB) as defined by the Department of Veterans Affairs (VA) is the procurement by the Government, under one contract, with one firm or joint venture (JV) for both design and construction services for a specific project.
1. Contracting Officer: The services to be performed under this contract are subject to the general supervision, direction, control and approval of the Contracting Officer.
  2. Project Manager: The Contracting Officer's representative responsible for administering contracts under the immediate direction of the Contracting Officer.
  3. Resident Engineer: The Contracting Officer's authorized representative at the construction site. When more than one Resident Engineer is assigned to a construction project one is designated as being in-charge and is called the "Senior Resident Engineer". The Resident Engineer is responsible for protecting the Government's interest in the execution of the construction contract work. His duties include surveillance of all construction work to assure compliance with the contract documents, interpretation of the contract documents, approval of changed work, approval of all submittals, samples, shop drawings, etc. The Resident Engineer may issue change orders to the Contractor within the limitations set forth in his delegation of authority from the Contracting Officer.
  4. Design Build Contract: This term, as used herein, refers to the Contract(s) to perform the design and construction of the project.
  5. Contractor: This term, as used herein, refers to the contractor under this contract or the DB team.
  6. AE: This term, as used herein, refers to the Architect-Engineer firm(s) that are a part of the DB team, also referred to as DB/AE.

## **. PART IV - POST AWARD REQUIREMENTS**

### **D1. Construction Document Preparation:**

- A. Design Review Submissions:
1. The Design-Build Team A/E (DB A/E) shall prepare and submit complete construction documents for review and approval by the VA in accordance with standard professional practice, the Department of Veterans Affairs RFP (VA RFP), and prevailing codes.
- B. Design Review Meetings:
1. A review meeting to resolve design issues will be held for each design review package submitted. The meeting will include discussion

of VA comments on functional relationships and technical peer review comments (by others).

2. Participants will include VA Staff and DB team members as appropriate for the specific package to be reviewed and others. The DB team members will each allow for (1) full day for each discipline/package design review meeting. DB team management will be present at each review meeting.
3. The DB team shall allow a minimum of ten (10) working days for each review cycle. A cycle includes:
  - a. The VA's receipt of the design review submission package.
  - b. The review meeting.
  - c. DB teams receipt of comments from the VA, either electronically, by fax, or by hard copy delivery.
4. Coordination of the review meeting schedules will be the responsibility of the VA Project Manager (for the VA) and the DB Team Project Manager (for the DB Team). See section I. Quality Assurance/Quality Control.

C. Electronic Media:

1. Design review submission drawings and final Construction Document submission drawings will be executed in electronic format latest version of AutoCAD or its companion products.

D. Professional Licensing:

1. The DB A/E who prepares the construction documents shall be a professional architect or engineer licensed in the State of Florida.
2. The professional seal indicating such license by the State of Florida shall appear on the final construction documents. The architect/engineer whose seal is shown will be known as the Architect/Engineer of Record. The DB A/E shall certify compliance with the VA RFP and all applicable codes.

E. Approved Construction Documents:

1. The final construction document submission package will be submitted by the DB team for approval by the VA after completion of the 95% review cycle for the final package to be submitted by the DB team.
2. The final construction documents submission package will include a full set of construction documents including all disciplines/packages.
3. The final construction documents submission package will incorporate all VA supplied comments from the earlier 30%, 60 and 95% submission package reviews and will comply with the VA RFP.

4. If the final construction documents submission package is not complete, a post submittal may be required, the cost of which will be borne by the DB Team.
  5. The approved final construction documents include such details that the project can be constructed and will be used for construction of the project.
  6. See PART IV, D2 CONSTRUCTION PERIOD SUBMITTALS for Approved Construction Document distribution.
- F. Construction Drawing Preparation - Mandatory material and equipment schedules and details may be indicated either on the drawings or in the specifications, at the option of the DB team. The construction drawings shall include a coordinated set of the following:
1. Civil engineering drawings including demolition plans, grading and drainage plans, paving plans, utility plans, schedules calculations and details.
  2. Landscape drawings including demolition plans, landscape plans, plant schedule and list, special landscape elements, proposed materials to be used for each special landscape element, calculations and details.
  3. Structural drawings including foundation plans, framing plans, schedules, and details, including general notes and all calculations.
  4. Architectural drawings including floor plans, building elevations, building sections, wall sections, reflected ceiling plans, stair details, toilet and bath details, door schedules and details, window schedules and details, room finish schedules, auto transport and other details.
  5. Fire protection drawings including floor and roof plans, riser diagrams, equipment schedules, and details, including general notes calculations and all related calculations.
  6. Plumbing drawings including floor and roof plans, riser diagrams equipment schedules, plumbing fixture schedules, and details, including general notes, and all related calculations.
  7. HVAC drawings including floor and roof plans, one-line flow diagrams, equipment schedules, and details, including general notes and all related calculations. Also provide sections for mechanical equipment rooms and sequence of operation for all HVAC equipment.
  8. Outside steam distribution drawings including demolition plans, system plans and profiles, manhole piping plans, calculations and sections, equipment schedules, and details.
  9. Electrical drawings including site demolition plans, site, floor and roof plans (power, lighting, and other systems), one-line diagrams,

panel schedules, equipment schedules, light fixture schedules  
calculations and details

10. Asbestos abatement drawings including site demolition plans and floor plans indicating asbestos abatement method.

G. Construction Specifications - Project specifications shall include specifications for all products, materials, equipment, methods, and systems shown on the construction drawings in accordance with standard professional practice and the VA RFP. The specification submitted for review shall include:

1. The name of the manufacturer, the product name, model number, or other identification as appropriate to clearly identify the product that will be used in the construction of the project;
2. Other data as appropriate to clearly identify the product that will be used in the construction of the project i.e. shop drawings, product data, and samples as required by the VA RFP documents; and
3. The required stamp of the licensed architect or engineer of record will be considered as certification of compliance with the RFP requirements.

H. Design Requirements - Compliance with codes and standards.

1. Project design shall be in compliance with applicable standards and codes described in VA Program Guides and design materials included or referenced in the solicitation materials.
2. See Section E. Approved Construction documents, above, for required inclusion of design review comments.
3. In the design of new building and alteration work under this contract, the DB team shall consider all requirements (other than procedural requirements) of:
  1. Zoning laws;
  2. Environmental and erosion control regulations; and
  3. Laws relating to landscaping, open space, minimum distance of a building from the property line, maximum height of a building, historic preservation, and esthetic qualities of a building. Also similar laws, of the State and local political division, which would apply to the building if it were not to be constructed or altered by the U.S. Government.
4. The DB team shall consult with appropriate officials of the Federal, state, and political subdivision, and submit plans under the rules prescribed by those reviewing authorities. The DB A/E and VA shall give due consideration to the recommendations of the referenced building officials. VA will also permit inspection by the officials

described above during the construction period in accordance with the customary schedule of inspections in the locality of the building construction. Such officials shall provide VA with a copy of the schedule before construction begins or give reasonable notice of their intention to inspect before conducting an inspection.

5. The DB team shall provide prompt, written notification to the Contracting Officer concerning conflicts with, or recommended deviations from codes, laws, regulations, standards, and opinions of review officials as described above. No work altering the scope of this contract shall be undertaken prior to receipt of written approval from the Contracting Officer.
  6. No action may be brought against the DB Team or VA and no fine or penalty may be imposed for failure to carry out any of the previously described recommendations of Federal, state, or local officials. VA and its contractors, shall not be required to pay any amount for any action taken by a state or political division of a state in carrying out functions described in this article, including reviewing plans, carrying out on-site inspections, issuing permits, and making recommendations.
  7. The DB team shall advise the Contracting Officer of any variances with the applicable Department of Labor, Occupational Safety and Health Standards, for occupancy requirements.
- I. Quality Assurance/Quality Control:
1. To reduce design errors and omissions, the DB team shall develop and execute a QA/QC plan that demonstrates the project plans and specifications have gone through a rigorous, thorough review and coordination effort.
  2. Within 2 weeks of receipt of Notice to Proceed, the DB Team will submit a detailed QA/QC plan describing each QA/QC task that will be taken during the development of the various design submission packages and the name of the DB Team member responsible for QA/QC.
    - a. Upon its completion each task shall be initialed and dated by the responsible DB Team member.
    - b. A 100% completed QA/QC plan shall be submitted with the final construction document submission package.

**D2. Construction Period Submittals**

- A. The DB contractor shall distribute a total of 20 sets of the approved construction documents prepared by the DB Team to the VA, as directed by the VA Project Manager.



- B. Other submittals - The DB team shall submit test results, certificates, manufacturer's instructions, manufacturers field reports, etc. as required by the VA RFP specifications, to the VA R/E.
- C. Project record drawings - The DB team will maintain a set of construction documents (field as-built drawings) to record actual construction changes during the construction process as required by the RFP specifications. The project record drawings will be available for review by the VA Resident Engineer at all times.
- D. Shop drawings and submittals - The DB A/E shall check government furnished and/or the DB construction contractor's shop drawings, detail drawings, schedules, descriptive literature and samples, testing labor-laboratory reports, field test data and review the color, texture and suitability of materials for conformity with the RFP Documents and construction documents. The DB A/E shall recommend approval, disapproval, or other suitable disposition to the VA RE. The VA RE will have final approval authority. The DB AE shall evaluate the submittals with reference to any companion submittals that constitute a system. When necessary, the DB A/E will request the DB Construction Contractor to submit related components of a system before acting on a single component. Should this procedure be inappropriate, the DB A/E shall review all prior submittals for related components of the system before acting on a single component. The DB A/E may be required to hold joint reviews with the VA technical staff on complicated system submittals. The DB A/E shall notify the VA Resident Engineer (RE) in writing of any and all deviations from the requirements of the construction documents that he has found in the submittals.

**D3. Project Close-Out**

The DB team shall comply with the requirements in the "General Conditions", Section 01001, and "General Requirements", Section 01010, for submission of final RFP as built drawings, manuals, and other documents as noted. Required as built drawings and specifications will be submitted in the same format required for the construction documents.

**D4. Site Visits and Inspections**

During the construction period the DB A/E shall make weekly visits to the project site when requested by the Resident Engineer (RE). The Resident Engineer (RE) may also request visits for special purposes. Only registered architects and engineers thoroughly familiar with the project may make these site visits. The Resident Engineer (RE) has the prerogative to determine the professional discipline(s) required for any visit. The DB A/E shall observe the construction, advise the Resident Engineer of any deviations or deficiencies or solutions to issues

discussed. A site inspection report which includes the purpose of the inspection, items reviewed, deficiencies observed, recommendations and additional actions required, shall be furnished to the Resident Engineer (RE) within three work days following the site visit date.

- - - E N D - - -

ATTACHMENT "A"

**STATEMENT OF WORK  
FOR  
THIRD-PARTY DESIGN DOCUMENT REVIEWS**

**I. Requirement for acquiring and incorporating a Certified Independent Third-Party Safety Professional or Professional Credential (CITP) review of design documents**

VA must comply with national and local codes, standards and regulatory requirements in order to comply with Public Law 100-678, Public Buildings Amendment Act of 1988 and Public Law 102-522, Federal Fire Safety Act of 1992. Like other federal agencies with real property and construction authority, VA acts as its own building and code enforcing official or as the "Authority Having Jurisdiction" (AHJ) for meeting code requirements. As such, the VA has overall responsibility of ensuring compliance with codes.

The Design A/E or Contractor shall hire a CITP consultant(s) as necessary for the review of design documents for compliance with applicable national and local codes, standards, federal and state regulations. The Design A/E or Contractor shall take into consideration and incorporate all third-party consultant comments / recommendations into the design documents prior to advertising for a construction contract award.

Review of the A/E's or Contractor's design documents for compliance with national and local codes, standards, and federal and state regulations should include but is not limited to:

- ▶ NFPA Life Safety and other applicable Code sections
- ▶ National and Local Building Codes
- ▶ OSHA Standards

**II. Certified Independent Third-Party Professional or Professional Credential Review and Approval**

Project plans and construction funding requests must include certification on the CITP company letterhead that the plans have been reviewed for compliance with applicable codes, standards, and regulatory requirements. At the time of review, the CITP should identify all corrections necessary for the A/E or Contractor to bring the design into compliance. The A/E or Contractor is required to incorporate and make necessary corrections to the design to bring the design into compliance prior to the final design documents being issued for a construction contract award.