

**Department of Veterans Affairs (VA)
Readjustment Counseling Services (RCS)
Bellingham, WA - Vet Center
VA Special Requirements**

The following general improvements are necessary for occupancy by the VA RCS Vet Center in Bellingham, WA. The building owner working in conjunction with VA engineering staff shall provide Architectural, Engineering, and Construction services for the infill of the existing space for the following space requirements:

SPECIAL REQUIREMENTS

1.0 SECURITY

Requirements are at <http://www.cfm.va.gov/til/PhysicalSecurity/dmPhySecLS.pdf>

Minimum requirements for IT Closets. These requirements speak of Doors/Door Locks, Up and Over Access, Motion Intrusion Alarm and Special Key Access.

A. WALLS:

Exterior walls of brick and masonry construction are acceptable. Exterior walls which are composed of wood frame and siding require an interior backing of steel security screen mesh or sheet partition.

B. DOORS AND DOOR LOCKS:

The locking requirements (including access controlled egress doors) outlined in National Fire Protection Association (NFPA) Life Safety Code standard, latest edition, 101-7.2.1.5 and 7.2.1.6 must be followed.

1. Door Construction: Doors are of 45 mm (1-3/4 in.) solid core hardwood or hollow steel construction. Dutch or half doors are unacceptable. Removable hinge pins on door exteriors must be retained with set pins or spot welded, preventing their removal. This applies only if the hinge pins are on the outside of the doors and door frames. Hinge pins will be on the outside if the door opens outward.
2. Mechanical locking systems. Where mechanical lock systems are used, installed lock sets must allow for single motion egress. The installation of high security exit devices meeting NFPA Life Safety Code standards is appropriate.
 - a. Glass doors or doors with glass panes must have one lock set that is key operated from the interior of the protected area.

Note: Fire code prohibits locks from being locked from the inside that require a key to exit. The intent is that there must be two locks, one of which must be key operated. The other lock can be key, combination or electronic. (NFPA 101, 7.2.1.5.2) locks, if provided, shall not require the use of a key, a tool or special knowledge or effort for the operations from the egress side.

- b. Steel doors will not be set into wooden frames.
- c. Doors set in steel frames must be fitted with a mortise lock with a deadlock feature. IAW ANSI/BHMA A156.13 American National Standards for Mortise Locks.
- d. The day lock on the main door must be automatically locking, with a minimum 19 mm (3/4 in.) dead bolt and inside thumb latch. Access to electronic locking systems, combinations or keys to day locks will be restricted to service

employees and electronic access and/or combinations changed immediately on the termination or reassignment of an employee. See paragraph 8 of this appendix for a detailed description of key control systems.

3. Exterior doors shall be provided at the Lessor's expense unless explicitly requested by the Government in addition to those provided by the Lessor.
4. Main exterior doors leading to the Government-demised area shall be a swing door with a minimum of a 48 inch opening, automatically opened through the use of motion sensors or buttons. These doors shall be equipped to break outward in case of an emergency. The opening dimensions and operations shall conform to the governing building, fire safety, accessibility for the disabled, and energy codes and/or requirements.
5. Exterior doors and all common area doors shall have automatic door closers. All building exterior doors shall have locking devices shall be panic type devices. All hardware shall provide unrestricted egress and be capable of restricting access from the exterior. Hands-free, handicap access on all doors in the pathway from the exterior into the lobby, i.e. the main Vet Center public entrance. Properly rated and labeled fire door assemblies shall be installed on all fire egress doors.

C. OTHER ROOM ACCESS MEANS:

Interstitial overhead areas which enable entry into a secure room from an unsecured room must be barricaded by the installation of a suitable partition in the interstitial space which prevents "up and over" access. Openings in construction above ceilings or below raised access floors shall be protected as below requirement. All vents, ducts, and similar openings in excess of 96 square inches (620 cm²) that enter or pass through space shall be protected with either bars or grills. If one dimension of the duct measures less than six inches (150 mm) or duct is less than 96 square inches (620 cm²), bars are not required; however, all ducts must be treated to provide sufficient sound attenuation. If bars are used, they must be 1/2 inch (12.7 mm) diameter steel welded vertically and horizontally six (6) inches (150 mm) on center; if grills are used, they must be of 9-gauge expanded steel.

D. MOTION INTRUSION DETECTORS:

An intrusion detection alarm system which detects entry into the room and which broadcasts a local alarm of sufficient volume to cause an illegal entrant to abandon a burglary attempt. Intrusion detector equipment which operates on the principle of narrow beam interception, door contacts, microwave, or photoelectric eyes are unacceptable as the primary means of detection. Intrusion detectors must have the following essential features.

1. An internal, automatic charging DC standby power supply and a primary AC power operations.
2. A remote, key operated activation/deactivation switch installed outside the room and adjacent to the room entrance door frame and/or a central alarm ON-OFF control in the Police office or other monitoring location. For personal safety reasons, alarm switches and panels will be located outside of the protected space.
3. An automatic reset capability following intrusion detection.
4. A local alarm level of 80 dB (min) to 90 dB (max) within the configuration of the protected area.
5. An integral capability for the attachment of wiring for remote alarm and intrusion indicator equipment (visual or audio).

- 6. A low nuisance alarm rate as defined in VA Master Specifications, Division 28 - Electronic Safety and Security
- 7. Installation Notes:
 - a. A locally sounding alarm should not be installed in a room which is close to an

Bellingham Vet Center	Type	# of	Rooms SF	Total SF	Floor Covering	Base	Wall Covering	Ceiling
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ICU, cardiac care, or other special treatment areas where a loud alarm would have an injurious effect on patients.

- b. In addition to the locally sounding alarm, remote visual and/or audio annunciators must be at a location within the facility which ensures 24 hour monitoring. These annunciators will have the capability of identifying individually protected zones.
- c. Remote bulk storage warehouse facilities will have one or more local broadcasting alarms inside and outside of the protected area.
- d. When replacing existing systems, or purchasing new, consideration will be given to intrusion detection equipment that integrates with CCTV and physical access control systems.

E. SPECIAL KEY CONTROL:

Room door lock keys and day lock combinations, where applicable, are Special Keys.

NOTE: Special Key - A key which can only open a lock in a high risk or sensitive area (locally determined), and which cannot be opened by a great grand master, grand master, master or any other individual key. Special keys may also include those that can only open certain doors for cleaning, maintenance, construction, mental health units, etc.

2.0 DURESS ALARM AND EMERGENCY NOTIFICATION SYSTEM

Provide a duress alarm and emergency notification system with visual and audible annunciation at the central reception area, connected to selected locations throughout the facility. Upon activation the system broadcasts a local alarm (visual and audible annunciation) of sufficient volume to alert the tenant that the system has been activated (for one minute) and allows the tenant time to press "clear" button to cancel the emergency response in the event of a false alarm. After one (1) minute from activation, an emergency operator will announce themselves from the 2 way voice-enabled console and attempt to speak directly with the subscriber. If the subscriber can respond, they simply need to tell the operator what is the problem and appropriate assistance (medical, friends, neighbors, fire, or police) is immediately summoned. In the event the Security Center operators cannot establish two way voice communications with the subscriber, they will immediately dispatch the closest police department. The duress alarm button must also be able to send silent signals.

ADDITIONAL FEATURES:

- 1. The duress alarms should be initiated by push button located in each private office and the main check-in/reception counter/desk.
- 2. The panic buttons also need to be installed at a discrete location in each hallway.
- 3. Portable panic alarms.

3.0 SPACE PLAN

**NOTE – MORE ROOM BY ROOM INFORMATION CAN BE FOUND AT <http://www.cfm.va.gov/til/dManual/dmARhosp.pdf>

Team Leader	Office	1	220	220	Carpet	Wood	Paint	Acoustical
Counselors	Office	5	200	1000	Carpet	Wood	Paint	Acoustical
Office Manager/Others	Office	3	150	450	Carpet	Wood	Paint	Acoustical
Outreach Specialist/Intern	Office	3	100	300	Carpet	Wood	Paint	Acoustical
Breakroom	Kitchen	1	250	250	Vinyl	Rubber	Paint	Acoustical
Conference	Room	1	300	300	Carpet	Rubber	Paint	Acoustical
Group Counseling	Room	1	500	500	Carpet	Rubber	Paint	Acoustical
Secured File/Storage/Copy	Room	2	200	400	Vinyl	Rubber	Paint	Solid
ADA Bathroom	Male	1	75	75	Ceramic Tile	N/A	Paint	Acoustical
ADA Bathroom	Female	1	75	75	Ceramic Tile	N/A	Paint	Acoustical
Janitor Closet	Closet	1	50	50	Ceramic Tile	N/A	1/2 ceramic tile (bottom); 1/2 paint (top)	Acoustical
IT Closet	Closet	1	55	55	Vinyl	Rubber	Paint	Solid
Reception Area/Waiting Area	Open	1	250	250	Carpet	Rubber	Paint	Acoustical

TOTAL USF: 3925

Total NUSF with 30% Circulation: 5102.5

3.1 ADDITIONAL ROOM REQUIREMENTS

A. RECEPTIONS AREA

- Four (4) quad electrical outlets, location as determined by VA
- All walls to have Chair Rail and corner guards, mounted at height determined by VA
- Minimum eight (8) foot x thirty (30) inch; minimum eight (8) foot base and overhead cabinets with counter
- Two (2) Telecommunication outlets, location as determined by the VA
- Restricted access or lockable door to counseling area

B. RESTROOM (MALE AND FEMALE)

- Door, hardware, lavatory, mirror and other accessories shall be accessible and designed for wheel chair access per the Uniform Accessibility Code
- Minimum one (1) accessible wall hung water closet and wall hung lavatory or as required by the International Plumbing & Building Codes and UFAS
- Grab bars: For water closet,
- Toilet paper dispenser;
- Lavatory: Wall Hung with automatic sensors, gooseneck spout with plain outlet. At VA's option power operated automatic sensors may be required.
- Mirror: Minimum over lavatory, 24"x 36"
- Built-in waste receptacle and paper towel dispenser
- Wall mounted soap dispenser
- Baby changing stations

C. TELECOMMUNICATION ROOM

- All perimeter walls shall extend from floor slab to structural system (deck) to prevent up and over access
- Four (4) electrical 20 amp

- No windows or other openings
 - Door hinges inside the room door
 - Metal frame and door with dead lock pin, automatic locking upon entry and exit using cypher lock keypads
- D. GROUP/CONFERENCE ROOMS
- All perimeter walls shall extend from floor slab to six inches above the ceiling grid and filled with fiberglass bat insulation to ensure acoustical privacy
 - Eight (8) Electrical outlets
 - Three (3) Telecommunication outlets
 - One (1) additional Telecommunication outlet located by the Contracting Officer or Contracting Officer Representative for conference call system (Possible location: Floor center of room)
 - TV/Cable Outlet and separate electric outlet, wall mounted TV holder
 - Duress Alarm
- E. PRIVATE OFFICES (TEAM LEAD, OFFICE MANAGER, PRIVATE OFFICES, WORK ROOM)
- All perimeter walls shall extend from floor slab to six inches above the ceiling grid and filled with fiberglass bat insulation to ensure acoustical privacy
 - Four (4) Electrical outlets
 - Two (2) Telecommunication Outlets
 - Add coat hooks on back of doors
- F. EVENT/BREAK ROOM/KITCHEN
- All perimeter walls shall extend from floor slab to six inches above the ceiling grid and filled with fiberglass bat insulation to ensure acoustical privacy
 - Four (4) Electrical outlets
 - Two (2) Telecommunication Outlets
 - 10 (ten) feet minimum of counter with base and overhead cabinets; double compartment sink
 - Space for full size refrigerator (Lessor to provide)
 - Space for stove cook top/oven include range fan/exhaust hood (Lessor to provide)
 - Space for Dishwasher (Lessor to provide)
- G. GENERAL STORAGE ROOM
- All perimeter walls shall extend from floor slab to structural system (deck) to prevent up and over access
 - Four (4) Electrical outlets
 - One (1) Telecommunication Outlets
- H. SECURE FILE ROOM
- All perimeter walls shall extend from floor slab to structural system (deck) to prevent up and over access
 - Metal frame and door with dead lock pin, automatic locking upon entry and exit using Electronic Physical Access Control Systems (PACS) or cypher lock keypads
 - Door hinges inside the room door
 - No windows or other openings
 - Fire Extinguisher required.
 - Four (4) Electrical outlets
 - Two (2) Telecommunication Outlets
 - IDS with Alarm (Life – Safety Protected Physical Security Design Manual for VA Facilities, Appendices B, (Veterans Record)

I. OTHER CONSIDERATION

- Centralized check-in/check-out should be considered for efficient utilization of staff.
- The reception area is to be strategically located to give the office manager and/or team leader clear observation of waiting areas.
- Each office, without an exterior window shall have glass pane adjacent to door frame, in the door, or in the office with horizontal blinds for secure view of visitors.
- Corridors may be 6 feet in clear width.
- Signage outside building provided by the Lessor, according to VA specifications and meets City Ordinances.
- All rooms (except IT Closet) should be master keyed, locking mechanism should be on the inside of the frame, and locking mechanism must be approved by the VA.
- Facilities shall be non-smoking and Lessor must provide designated smoking areas along with signage prohibiting smoking and directing visitors and tenants to the designated smoking areas.

4.0 (NOT USED)

5.0 TELECOMMUNICATION

In order to provide voice, video, and data, our telecommunications infrastructure must be installed and connected to the and by the Vet Center designated Support Facility OI&T department.

A. The installation shall comply with all of the following:

- 1.1 ANSI/EIA/TIA 568-B (Commercial Building Telecommunication Standard)
- 1.2 ANSI/EIA/TIA 568-A (Commercial Building Standards for Telecommunications Pathways and Spaces)
- 1.3 ANSI/EIA/TIA 606-A (Administration Standard for the Telecommunications Infrastructure of Commercial Buildings)
- 1.4 ANSI/EIA/TIA 607 (Grounding and Bonding Requirements for Telecommunications in Commercial Buildings)
- 1.5 National Fire Protection Agency (NFPA) LIFE SAFETY 101
- 1.6 National Electric Code (NEC)
- 1.7 All Voice and Data Telecommunications Outlets shall be terminated using the 568-A color code

B. CLOSET CONSTRUCTION:

NOTE: Dependent on the size of the facility, it will require 1 telecom closet and will be designated as the "main" closet for DEMARC extension. The closet will be centrally located so that the furthest network connection is not longer than 300 feet.

1. Contractor shall provide and install 1 each 84 inch tall 19 inch distribution racks in TC. Rack must be mounted to the floor with shallow anchors not to exceed 1 inch in depth. Install Ladder rack and necessary hardware on 3 walls opposite door and from wall to distribution rack. Conduit carrying data and voice circuits will terminate above the panel on the right hand side.
2. Walls will be constructed to fit the entire height from floor to roof top. All walls, excluding entrance wall, shall be lined with $\frac{3}{4}$ inch fire rated plywood from floor to 8 feet above finished floor.
3. All circuit connections will be terminated on the patch panel in the Telecom room.
4. Provide and install data patch panels starting towards the top on the left hand side of the panel and work down. There must be enough patch panels to support a

minimum of 65 data jack connections with one VOIP data connection and two data connections per data jack. Patch panels will have a female RJ45 connection in the switch and a punch connection in the back for the cable from the data jack. All terminations to be 568-A.

5. Wooden or metal security door.
6. The telecom room must include at least one 110/120V, dedicated 30 amp circuit NEMA 5-30R. Label outlet to identify as a dedicated circuit.
7. Dedicated A/C will be required for the main closet with its own thermostat to regulate temperature.

Conduit to DEMARC: If the DEMARC is not in the telecom room, then the lessor will provide, install conduit from the DEMARC to the telecom room. The lessor may have to provide more than one conduit depending upon the type of connectivity provided. At a minimum there will be two conduit runs. One for voice connections and one for T-1 and/or Fiber Optic data connections. These conduits will be a minimum of one inch in diameter each, will not have any turns with a diameter of less than four inches and will have an access panel to facilitate pulls after every third curve in addition; if cable service is available there will be a separate conduit for the cable run. This conduit will be a minimum of 1½ inches in diameter, will not have any turns with a diameter of less than 10 inches, and will have an access panel to facilitate cable pulls after every third curve.

External Connections: The location will support one POTS line connection and two T-1 circuits and/or Fiber Optic circuits; in addition, preference will be given to locations that provide MetroE type connectivity at 100Mb or 1000Mb or 1Gb to a carrier that also provides MetroE type connectivity at the Vet Center VA Support Facility.

C. DATA LINES: Data outlets will have a minimum of 1 VoIP and 2 data connections.

1. Offices will have a data outlet located as provided in RDP section 7.3 SPECIAL REQUIREMENTS: ADDITIONAL ROOM REQUIREMENTS.
2. Data connections will use plenum CAT 6 cabling. Data connections will be run from the data outlets to the telecom room and punched down on the RJ45 (569-A) patch panels. They will be terminated and tested and a report sent to the Contracting Officer, Contracting Officer's Representative (COR), and the Vet Center VA Support Facility IT Representative.
3. Each patch panel will be labeled as directed by the Contracting Officer or Contracting Officer's Representative.
4. All outlets shall be triplex jacks with a quad-plex flush mounted face plate unless identified otherwise by the VA Telecommunications Manager at the site. The top one jack is designated for voice applications only and is Ivory color to distinguish them from the data jacks. The second jack is designated for data and will be the color Orange. The third jack is also designated for data and will be the color Black. The last jack is a spare and will be used for voice or data and will have a blank Ivory cover on the jack. New outlets will follow this same scheme.
5. Data cables are not to pass within 6 inches of fluorescent lights, speakers, or motors mounted above the ceiling.

6. Offices: Complete data line connectivity in offices as per above general arrangements.
7. Conference Room and Video Conferencing: Provide and install data outlets at locations approved by the Contracting Officer.
8. Intrusion Detection System: Provide connectivity for an intrusion detection system with control panels at each entrance to the space as well as other location designated by the Contracting Officer.

6.0 ARCHITECTIAL

- A. The following general improvements are necessary for occupancy by the VA. The building owner working in conjunction with VA engineering staff shall provide Architectural, Engineering, and Construction services for the infill of the existing space for the following space requirements:
- B. The space must be compliant with the Americans with Disabilities Act. Parking, both handicapped and regular must be readily available. Convenient access to public transportation is required. All utilities including gas, electric, water, sewer and janitorial service shall be included in the lease. Lessor shall provide 1 parking space per 200 rentable square feet of leased space.
- C. Davis Bacon Act Wages: Davis-Bacon Act wages must be utilized for the build out of the lease space. The current Davis-Bacon wage rates for **Bellingham, WA – Whatcom County** are available at: <http://www.wdol.gov/dba.aspx> (Hard copies are available upon request).
- D. Lessor shall provide architectural design and tenant improvements in accordance with VA Architectural Design Manual, August 2011.
<http://www.cfm.va.gov/til/dManual/dmARhosp.pdf>

6.1 BUILDING ENVELOPE

Building envelope shall meet the latest edition of the Architectural Design Manual for New Hospitals refers to ASHRAE 189.1-2009, Standard for the Design of High-Performance Green Buildings. The complete standard has not been adopted by the VA, but the Architectural Design Manual requires compliance with the building envelope requirements. The prescriptive assembly maximum U-values and insulation minimum R-values stated in ASHRAE 189.1-2009 shall be incorporated into the opaque elements of the building envelope of new facilities.

6.2 ACCESSIBILITY

The offered space must meet or be able to economically meet Americans with Disabilities Act medical care facility requirements. Refer to VA Barrier Free Design Guide PG-18-13 for further accessibility requirements. <http://www.cfm.va.gov/til/accessibility.asp>

The offered facility should be on a public bus transportation route and located no further than 440 feet from a public bus transportation stop. The VA prefers Vet Center sites, including sidewalks and parking lots that are level with the main building entrance for patient access. Building entrances shall be ADA accessible with automatic door operators and door operator buttons.

In addition, the building must have or be able to economically be modified to have 44 inch wide doorways.

6.3 PARKING

The offered building must include 1 parking space per 200 rentable square feet (including adequate handicapped spaces). All parking shall be in accordance with VA Parking Design Manual, and Demand Model, April 2013. <http://www.cfm.va.gov/til/dManual/dmParking.pdf>

6.4 UTILITIES

All utilities including gas, electric, water, sewer, shall be included in the lease. Additional services such as trash disposal, 24/7 Security monitoring, and cable television shall be included in the lease.

6.5 FIRE PROTECTION

Lessor shall provide fire protection systems in accordance with VA Fire Protection Design Manual, Sixth Edition, September 2011; NFPA 13 Fire Sprinkler, latest edition; NFPA 101 Life Safety Code 2012; and VA Master Construction Specifications, Division 21 Fire Suppression, and Division 26 Electrical Systems.

6.6 SEISMIC

The building must meet or be able to economically meet the seismic requirements for High Risk buildings in Very High Seismic activity area as defined in American Department of Veterans Affairs Handbook H-18-8 references to American Society of Civil Engineers 7 Section 1.5. Offers of existing buildings will be evaluated according to the procedures in ASCE 31-02 for the Immediate Occupancy Performance Level. <http://www.cfm.va.gov/til/seismic.asp>

Earthquake-resistive design for the HVAC equipment and piping shall comply with H-18-8 (VA Seismic Design Handbook), ASCE-7, SMACNA Seismic Restraint Manual, and the International Building Code (IBC). Structures assigned to Seismic Design Category C, D, E, or F, permanent non-structural components and their attachments, and the structure-supported attachments of permanent equipment shall be designed to resist total design forces prescribed in ASCE-7.

6.7 NORMAL HOURS

Services, utilities, and maintenance shall be provided daily, Monday – Friday 0600-1900 and Saturdays or Sundays as scheduled by the Vet Center, excluding federal holidays.

6.8 OVERTIME USEAGE

A. The Government shall have access to the leased space at all times without additional payment, including the use, during other than normal hours, of necessary services and utilities such as elevators, toilets, lights, and electric power.

6.9 JANITORIAL SERVICES

The Lessor shall maintain the Premises and all areas of the Property to which the Government has routine access in a clean condition and shall provide supplies and equipment for the term of the Lease. The following schedule describes the level of services intended. Performance will be based on the LCO's evaluation of results, not the frequency or method of performance.

A. Daily. Empty trash receptacles. Clean drinking fountains. Clean all restroom fixtures, and replenish restroom supplies. Clean breakroom. Sweep entrances, lobbies, and corridors. Spot sweep floors, and spot vacuum carpets. Sweep and damp mop or scrub restrooms. Dispose of all trash and garbage generated in or about the Building. Wash inside and out or steam clean cans used for collection of food remnants from snack bars and vending machines. Dust horizontal surfaces that are readily available and visibly require dusting. Spray buff resilient floors in main corridors, entrances, and lobbies. Clean elevators and escalators. Remove carpet stains. Police sidewalks, parking areas, and driveways. Sweep loading dock areas and platforms. Clean glass entry doors to the Space.

B. Three times a week. Sweep or vacuum.

- C. Weekly. Damp mop and spray buff all resilient floors in restrooms and health units. Sweep sidewalks, parking areas, and driveways (weather permitting).
- D. Every two weeks. Spray buff resilient floors in secondary corridors, entrance, and lobbies. Damp mop and spray buff hard and resilient floors in office Space.
- E. Monthly. Thoroughly dust furniture. Completely sweep and/or vacuum carpets. Sweep storage Space. Spot clean all wall surfaces within 70 inches of the floor.
- F. Every two months. Damp wipe restroom wastepaper receptacles, stall partitions, doors, window sills, and frames. Shampoo entrance and elevator carpets.
- G. Three times a year. Dust wall surfaces within 70 inches of the floor, vertical surfaces and under surfaces. Clean metal and marble surfaces in lobbies. Wet mop or scrub garages.
- H. Twice a year. Wash all interior and exterior windows and other glass surfaces. Strip and apply four coats of finish to resilient floors in restrooms. Strip and refinish main corridors and other heavy traffic areas.
- I. Annually. Wash all venetian blinds, and dust 6 months from washing. Vacuum or dust all surfaces in the Building more than 70 inches from the floor, including light fixtures. Vacuum all draperies in place. Strip and refinish floors in offices and secondary lobbies and corridors. Shampoo carpets in corridors and lobbies. Clean balconies, ledges, courts, areaways, and flat roofs.
- J. Every two years. Shampoo carpets in all offices and other non-public areas.
- K. Every five years. Dry clean or wash (as appropriate) all draperies.
- L. As required. Properly maintain plants and lawns. Provide initial supply, installation, and replacement of light bulbs, tubes, ballasts, and starters. Provide and empty exterior ash cans and clean area of any discarded cigarette butts.
- M. Pest control. Control pests as appropriate, using Integrated Pest Management techniques, as specified in the GSA Environmental Management Integrated Pest Management Technique Guide (E402-1001).
- N. Duty Hours. Cleaning shall be performed during tenant hours of operation.

6.10 GROUNDS

Properly maintain plants and lawns. Remove snow and ice from entrances, exterior walks, and parking lots of building. Maintains parking lot lighting, striping, markings, and pavements. Provide and supply installation, and replacement of light bulbs, tubes, ballasts, and starters. Lessor is responsible to properly dispose according to EPA code standards. Replace worn floor covering and building finishes (this includes the moving and returning of furnishings). Control pests as appropriate, using Integrated Pest Management techniques.

6.11 SCHEDULE OF PERIODIC SERVICES

Within 60 days after occupancy by the Government, the Lessor shall provide the Contracting Officer with a detailed written schedule of all periodic services and maintenance to be performed other than daily, weekly, or monthly.

6.12 LANDSCAPE MAINTENANCE

Performance will be based on the Contracting Officer's evaluation of results and not the frequency or the method of performance. Landscape maintenance shall be performed during the growing

season on a weekly cycle and shall consist of watering, mowing, edging, weeding, and policing the area to keep it free of debris. Pruning and fertilization shall be done on an as needed basis. In addition, dead or dying plants shall be replaced.

6.13 FLAG DISPLAY

The Lessor shall be responsible for flag display on all workdays and federal holidays. The government will provide instructions when flag shall be flown at half-staff.

6.14 MAINTENANCE & TESTING OF SYSTEMS

- A. The Lessor is responsible for the total maintenance and repair of the leased premises. Such maintenance and repairs include site and private access roads. All building service equipment and systems shall be maintained in accordance with industry standards and the manufactures recommendations to provide reliable, energy efficient service without unusual interruption, disturbing noises, exposure to fire and safety hazards, uncomfortable drafts, excessive air velocities, or unusual emissions of dirt or fumes. The Lessor's maintenance responsibility includes initial supply and replacement of all supplies, materials, and equipment necessary for such maintenance. Maintenance, testing, and inspection of appropriate equipment and systems shall be done in accordance with applicable codes, and inspection certificates shall be displayed as appropriate. Copies of all records in this regard shall be forwarded the Vet Center Team Leader or Office Manager or a designated representative.
- B. Without any additional charge, the Government reserves the right to require documentation of proper operations or testing prior to occupancy of such systems as fire alarm, fire sprinkler, emergency generator, physical security systems, and duress alarms, etc. to ensure proper operation. These tests shall be witnessed by a designated representative of the Contracting Officer or Vet Center Team Leader or Office Manager or designee.