

**SECTION 00 11 21**  
**REQUEST FOR PROPOSAL TO DESIGN BUILD**  
REPLACE VALVES AND PIPING PHASE 1  
PROJECT 554-11-815  
ECHCS, DENVER VA MEDICAL CENTER

**A. PART I - GENERAL**

**A1. Scope of Contract**

Provide all labor, materials, tools and equipment, and design-build services necessary for design and construction of a project described here in other specific tasks as further defined by this request for proposal (RFP), as described in the Scope Of Work.

**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. COTR: The Contracting Officer's authorized representative at the construction site. The COTR 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.
  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.
  7. RFP/AE: The firm(s) directly hired by the VA for the preparation of the RFP Documents and to provide other technical assistance to the VA.
- B. Selection Procedure - During the review of offers the VA may ask for additional information. The VA may initiate action to award a contract at any point after review of the offers. Therefore, offers should

reflect the offeror's best terms both from a technical and cost standpoint. See **FAR 52. 215-1, Instructions to Offerors - Competitive Acquisition (Jan 2004).**

**A3. Cost Range**

The anticipated cost range for this project is between \$500,000 and \$1,000,000.

**A4. Selection Criteria and Weightings**

- A. General proposals will be evaluated and award will be made on the basis of both cost and technical considerations most advantageous to the government as per FAR Part 15. In descending order of importance evaluations will be based on cost, construction management, past performance and schedule. Responsibility determination will be made in accordance with **FAR 9.1, Responsible Prospective Contractors.**
- B. Technical Evaluations - All technical factors when combined are approximately equal in importance to cost or price. Evaluations will be based on the following technical weightings in descending order of importance:

(SEE SCOPE OF WORK FOR BREAKDOWN)

- C. Cost Proposal - Offerors are advised that if the technical proposals are essentially equal, award will be made on the basis of the lowest cost.

**B. PART II - RESPONSIBILITIES**

**B1. VA Team**

- A. The VA team consists of the Contracting Officer and COTR.

**B2. Design-Build Team:**

- A. The DB team includes all J/V partners, consultants and sub contractors to the one firm. The DB team shall provide Architectural and Engineering disciplines for the preparation of construction documents, and construction contractor capabilities for construction of the project.
- B. If the DB Team A/E and contractor are a J/V (not one and the same firm) engineering and other technical consultants shall be subcontractors of the J/V Architect - not the Design-Build construction contractor or sub contractors. If the DB Team A/E and contractor are one and the same firm (not a J/V) those consultants shall be subcontractors of DB firm not the construction subcontractors.
- C. The RFP documents are intended to define existing conditions, certain required items, and design parameters to be included in the project. It is the DB Team's responsibility to complete the documents and

construction in a manner consistent with the intent of the RFP documents within the required time period (contract length).

**C. PART III - PROPOSAL REQUIREMENTS**

**C1. General**

A. Proposals shall be based on solicitation documents issued for RFP.

Proposals will be in the format stipulated elsewhere in this section.

B. There will be no public opening of the proposals.

C. Submit sealed offers to:

1. US Postal Service Deliveries:

Adrian Blackman, Contracting Officer  
Department of Veterans Affairs  
Rocky Mountain Network-VISN 19 Contracting  
4100 E. Mississippi Ave.  
Glendale, CO 80246

2. Commercial Delivery Services / Hand Carry (Monday- Friday, 7:30 am to 4:30 PM):

Adrian Blackman, Contracting Officer  
Department of Veterans Affairs  
Rocky Mountain Network-VISN 19 Contracting  
4100 E. Mississippi Ave.  
Glendale, CO 80246

D. Technical and Cost sections of the Offers proposals will be evaluated independently. Offeror shall separately bind each section. Each section must therefore be labeled with the Offeror's organization, business address, and VA Project Number. Offerors shall affix their names and return addresses on their envelope/packaging.

E. Carefully follow "Instructions, Conditions, and Notices to Offerors".

**Optional Form 308 (Solicitation and Offer - Negotiated Acquisition)**

shall be used for submitting cost offers. Submit original and four copies of **Optional Form 308** with a bid guarantee as stipulated in the Section "Instructions, Conditions, and Notices to Offerors":

1. Offeror shall submit separate prices for any Bid Items indicated on the RFP Offer and award;

2. Offeror shall include all required Representations and Certifications; and acknowledge receiving amendments by number.

**C2. Proposal Revisions (FAR 52.215-1)**

A. If determined to be necessary, proposal revisions will be requested from the proposals received. The Contracting Officer will identify those offerors, whose proposals are within the competitive range, considering the selection criteria identified in this section. Negotiations may be conducted with those offerors falling within the competitive range, after which proposal revisions will be requested. Those selected as

within the competitive range will be given 7 calendar days to prepare their proposal revisions. Sealed proposal revisions will be submitted as per Part III.C1.C, above, except as noted below and will be due at a time and place to be determined.

- B. Offerors submitting proposal revisions will not be requested to re-submit any documents which are unchanged from their initial proposals. They should provide necessary changes to individual paragraphs, as briefly as possible, together with a table of contents that clarifies where within the initial proposal the additional information or changed documents would be placed. Proposal revisions shall include a completed **Optional Form 308 (Solicitation and Offer - Negotiated Acquisition)** and Optional Form 309 Amendment of Solicitation that acknowledges receiving all amendments, by number. A new bid bond shall be submitted only if the final proposal revisions offeror's price proposal is greater than it's initial price proposal.

**C3. Technical Proposal Requirements**

- A. See Scope of Work for Technical proposal Requirements and Evaluation Criteria.

**D. 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.
  2. All submission packages will be reviewed at (65%) and (95%) completion stages. The (95%) review submission packages will incorporate the final review comments from the (65%) review. If any package is not complete for the required stage a post review may be required the cost of which will be borne by the DB Team.
  3. Each review submission package shall include 3 hard copy sets and 1 set on CD-ROM. The package will include an index of drawings (by sheet number and title) and specifications (by section number and title) submitted. The packages will be distributed to the VA Project Manager, the VA Medical Center, RFP A/E, VA COTR and others as determined to be appropriate by the VA Project Manager.
- 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 RFP A/E, 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 RFP AE) and the DB Team Project Manager (for the DB Team). See section H. Quality Assurance/Quality Control.

C. Electronic Media:

1. Design review submission drawings and final Construction Document submission drawings will be executed in electronic format AutoCAD version 2010.
2. The drawings included in the VA RFP will be available to the DB team in copies from Mylar for use in preparing the construction drawings. Since data stored on electronic media can deteriorate undetected or be modified without the RFP Architect/Engineer's knowledge, the CADD drawing files are provided without warranty or obligation on the part of the RFP Architect/Engineer as to accuracy or information contained in the files. The user shall independently verify all information in the files. Any user shall agree to indemnify and hold the RFP Architect Engineer harmless from any and all claims, damages, losses, and expenses including, but not limited to, attorney's fee arising out of the use of the CADD drawing files.
3. Design review submission specifications and other 8 1/2 by 11 formatted material and final Construction Document submission specifications and other 8 1/2 by 11 formatted materials will be executed in electronic format Microsoft XP, Word 2007.
4. The specifications included in the VA RFP shall be available to the DB team in electronic format in Microsoft XP, Word 2007, for use in preparing the construction specifications. Since data stored on electronic media can deteriorate undetected or be modified without the RFP Architect/Engineer's knowledge, the CADD version 2010 drawing

files are provided without warranty or obligation on the part of the RFP Architect/Engineer as to accuracy or information contained in the files. The design builder shall independently verify all information in the files and shall agree to indemnify and hold the RFP Architect Engineer harmless from any and all claims, damages, losses, and expenses including, but not limited to, attorney's fee arising out of the use of the electronic files.

5. The construction record drawings shall be completed in AutoCAD version 2010.

6. Construction shop drawings are not required to be completed in AutoCAD version 2010.

D. Professional Licensing:

1. The DB A/E who prepares the construction documents shall be a professional architect or engineer licensed in the state in which the design work is completed.

2. The professional seal indicating such license by the state shall appear on the final construction documents. The architect whose seal is shown will be known as the Architect 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. The VA will have 5 days to take approval action.

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 35% 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.

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. The DB team shall provide prompt, written notification to the Contracting Officer concerning conflicts with, or recommended deviations from codes, laws, regulations and standards. No work altering the scope of this contract shall be undertaken prior to receipt of written approval from the Contracting Officer.
4. 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 3 sets of the approved construction documents prepared by the DB Team to the VA and RFP AE, as directed by the VA Project Manager.
- B. Other submittals - The DB team shall submit test results, certificates, manufacturer's instructions, manufacturer's 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 COTR 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 and /or the RFP AE on complicated system submittals. The DB A/E shall notify the VA COTR 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 010000, and "General Requirements", Section 010000, 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 COTR. The COTR may also request visits for special purposes. Only registered architects and engineers thoroughly familiar with the project may make these site visits. The COTR has the prerogative to determine the professional discipline(s) required for any visit. The DB A/E shall observe the construction, advise the COTR 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 COTR within three work days following the site visit date.

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**SECTION 01 00 00  
GENERAL REQUIREMENTS**

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**SECTION 01 00 00  
GENERAL REQUIREMENTS**

**1.1 GENERAL INTENTION**

- A. Contractor shall completely prepare site for building operations, including demolition, excavation, surface restoration and removal of existing systems, furnish labor and materials and perform work for Project 554-11-815, Replace Valves and Piping Phase 1 as a Design/Build contract. There will be 2 separate Notice to Proceed letters issued; one for the design and one for construction.
- B. Visits to the site may be made only by appointment with the Medical Center Engineering Officer.
- C. All employees of general contractor and subcontractors shall comply with VA security management program and obtain permission of the VA police, be identified by project and employer, and restricted from unauthorized access.
- D. Prior to commencing work, general contractor shall provide proof that a OSHA certified "competent person" (CP) (29 CFR 1926.20(b)(2)) will maintain a presence at the work site whenever the general or subcontractors are present.
- E. Training:
  - 1. All employees of general contractor and subcontractors shall have the 10-hour or 30-hour OSHA certified Construction Safety course and the on-site supervisor is required to hold the 30-hour certificate. Copies or proof for all individuals working on site must be submitted before work can take place.

**1.2 STATEMENT OF BID ITEMS AND EVALUATION CRITERIA**

- A. The Design/Build contractor will perform and on-site investigation of all work areas, provide construction documents and perform the work to includes general construction, ICRA, mechanical and excavation work and certain other items to complete the Replace Valves and Piping Project 554-11-815 as outlined in the Scope of Work
- B. Scope of Work:

The contractor to provide price to design to 100% construction documents on all 16 line items and provide separate construction pricing proposals for each line item. Not all construction items may be determined to be done depending on funding. The contractor is responsible to determine how the work is to be accomplished and request shutdowns as needed. Final scheduling and phasing will be coordinated with COTR during the design phase. Offsets in piping are to be replaced both elevation and directional. A Stop Work Order may be issued to accomplish work items in the time frame described. All work must comply with the VA standard specifications that apply. Drawings and specifications must be submitted and approved before any work can take place. All materials must be submitted and approved. As-Built AutoCAD drawings will be required. See Attachment A for Evaluation Criteria.

Item 1; Replace all horizontal drain and sewer lines in the C & D wing crawl spaces from the mains at the foundation wall to all vertical risers. Prior to beginning piping work the contractor must have both mains power jetted and cleared to insure free flowing mains at a minimum to the first manhole. The mains are to be videoed by the contractor and a copy submitted and approved that the mains are fully open and clear before piping work may take place. Chemical Resistant Pipe (CRP) is not part of this work. It is not possible to stop water and waste; the contractor must capture all water and dispose while replacing pipe. A plan to accomplish this task must be submitted and approved. Water or waste shall not be allowed to escape into the dirt or any other area. If a release occurs the contractor must clean the spill at his own expense. The existing galvanized pipe may be replaced with no-hub at the contractor's discretion. Uncommon pipe sizes may be encountered. The contractor may upsize piping at the contractor's discretion.

Item 2; Replace all horizontal drain and sewer lines in the B wing crawl space and all sub-basement areas, in B wing and C wing sub-basement areas, from the main at the foundation wall to all vertical risers. Prior to beginning piping work the contractor must have the main power jetted and cleared to insure free flowing mains at a minimum to the first manhole outside of the structure. The main is to be videoed by the contractor and a copy submitted and approved that the main is fully open and clear before piping work may take place. Chemical Resistant Pipe (CRP) is not part of this work. It is not possible to stop water and waste; the contractor must capture all water and dispose while replacing pipe. A plan to accomplish this task must be submitted and approved. Water or waste shall not be allowed to escape into the dirt or any other area. If a release occurs the contractor must clean the spill at his own expense. The existing galvanized pipe may be replaced with no-hub at the contractor's discretion. Uncommon pipe sizes may be encountered. The contractor may upsize piping at the contractor's discretion.

Item 3; Replace all horizontal storm drain lines in the C & D wing crawl spaces from the mains at the foundation wall to all vertical risers. Prior to beginning piping work the contractor must have both mains power jetted and cleared to insure free flowing mains at a minimum to the first manhole. The

mains are to be videoed by the contractor and a copy submitted and approved that the mains are fully open and clear before piping work may take place. Chemical Resistant Pipe (CRP) is not part of this work. Water shall not be allowed to escape into the dirt or any other area. If a release occurs the contractor must clean the spill at his own expense. The existing galvanized pipe may be replaced with no-hub at the contractor's discretion. Uncommon pipe sizes may be encountered. The contractor may upsize piping at the contractor's discretion.

Item 4; Replace all horizontal storm drain lines in the B wing crawl space and all sub-basement areas, in B wing and C wing sub-basement areas, from the main at the foundation wall to all vertical risers. Prior to beginning piping work the contractor must have the main power jetted and cleared to insure free flowing in the main at a minimum to the first manhole outside the structure. The main is to be videoed by the contractor and a copy submitted and approved that the main is fully open and clear before piping work may take place. Chemical Resistant Pipe (CRP) is not part of this work. Water shall not be allowed to escape into the dirt or any other area. If a release occurs the contractor must clean the spill at his own expense. The existing galvanized pipe may be replaced with no-hub at the contractor's discretion. Uncommon pipe sizes may be encountered. The contractor may upsize piping at the contractor's discretion.

Item 5; Replace all domestic cold, hot and recirculation valves and replace any removed or missing insulation on every riser in the sub basement, B, C and D wing crawl spaces. (A wing is not part of this work.) If a riser does not have shut off valves they are to be installed. Some riser valves have been by-passed or removed. These are to be corrected. Shut down of systems are to be scheduled and off hours work may be required. Shut downs cannot interfere with medical center operations. The contractor is to submit for approval their plan to complete this work.

Item 6; Replace all steam and condensate valves and replace any removed or missing insulation on every riser in the sub basement, B, C and D wing crawl spaces. (A wing is not part of this work.) If a riser does not have shut off valves they are to be installed. Some riser valves have been by-passed or removed. These are to be corrected. Shut down of systems are to be scheduled and off hours work may be required. Shut downs cannot interfere with medical center operations. The contractor is to submit for approval their plan to complete this work.

Item 7; Replace the heating hot water and return lines, valves and insulation in the C & D wing crawl spaces from the pumps and heat exchangers to the vertical chases and install new Butterfly Valves to E wing supply and return. This work can only be completed during June, July and August. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 8. Replace the heating hot water and return lines, valves and insulation serving A wing from the pumps and heat exchangers to the vertical chase lines. This work can only be completed during June, July and August. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 9; Replace the heating hot water and return lines, valves and insulation serving the E wing from D wing crawl space to the ceiling of BE105 Mechanical room, installing new Butterfly Valves, Strainer and Separator. This work can only be completed during June, July and August. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 10; Replace the Chilled water and Return lines, valves and insulation serving the A wing from above the floor in the chiller plant to the vertical chase lines installing new Butterfly Valves on the lines into D wing. This work can only be completed during the months from November through February. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 11; Replace the Chilled Water and return lines, valves and insulation in the C & D wing crawl spaces from A wing to the vertical chases and install new Butterfly Valves to E wing supply and return. This work can only be completed during the months from November through February. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 12; Replace the Chilled Water and Return lines, valves and insulation serving the E wing from D wing crawl space to the ceiling of BE105 Mechanical room, installing new Butterfly Valves, Strainer and Separator. This work can only be completed during the months from November through February. Provide the contractor's plan to provide utilities if working outside this designated time.

Item 13; Install new Butterfly valve on the 12" Chiller Water Return line, above the floor in the chiller plant

Item 14; The steam system condensate line from Bldg 19 back to Bldg 1 has failed. Repair or Replace.

Item 15; Replace and reinsulated all cold, hot and recirculation valves in the corridors of Bldg 38.

Item 16; Replacement of underground water main isolation valves in the parking space next to the oxygen storage tank North of Bldg 24.

### **1.3 SPECIFICATIONS AND DRAWINGS**

- A. The Design/Build contractor shall submit the following quantities of review material for each submission:
  - a. Include with the 65% submittal the following items:
    - 1. Three sets of half size drawings.
    - 2. Two sets of specification TOC.
  - b. Include with the 95% submittals the following items:
    - 1. Three sets of drawings (Two sets will be half size drawings).
    - 2. Three sets of edited construction specifications in MS Word.
    - 3. Electronic copy of drawings and specifications.
- B. The drawings to be marked as to which review (65%, 95%, or Construction). Also, note on review drawings "NOT FOR CONSTRUCTION."
- C. The following shall be submitted for the 100% Construction documents:
  - 1. CD-ROM of final construction drawings in AutoCAD 2010 and .pdf format.
  - 2. Three (3) sets of final construction drawings (Two sets will be half size drawings).
  - 3. Three (3) sets of final specifications.

### **1.4 CONSTRUCTION SECURITY REQUIREMENTS**

- A. Security Plan:
  - 1. The security plan defines both physical and administrative security procedures that will remain effective for the entire duration of the project.
  - 2. The General Contractor is responsible for assuring that all sub-contractors working on the project and their employees also comply with these regulations.



B. Security Procedures:

1. General Contractor's employees and sub-contractor employees shall not enter the project site without appropriate badge. They may also be subject to inspection of their personal effects when entering or leaving the project site.

The Required Steps to Obtain a VA Government Badge:

1. Plan in advance to have all persons working on VA property to obtain their VA contractor badge.
  2. Prime contractor is to notify the COTR in writing, an e-mail is acceptable, the name of the individual that will be working on this project and include the company name and the position or job the individual will be performing on this project.
  3. This individual must present themselves to 820 Clermont in the basement room B20 for finger printing.
  4. Make an appointment with Annie Quattlebaum in FMS to present 2 forms of proper identification by calling 303-399-8020 ext. 2834. A list of acceptable forms of identification can be found on the following page. This step may take up to 3 days to clear if there are no concerns found.
  5. After identification is entered into the system by FMS an appointment will be scheduled with Human Resources at 820 Clermont in the basement room B20 for photo and thumb print to obtain ID badge.
  6. The badge may take up to a week to process.
  7. Badges must be worn and displayed on their person at all times while on VA property.
  8. There is a \$250.00 fee for badges not returned at the end of the project and contracts cannot be closed out until all badges are turned in or paid for.
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2. For working outside the "regular hours" as defined in the contract, The General Contractor shall give 3 days notice to the Contracting Officer so that security arrangements can be provided for the employees. This notice is separate from any notices required for utility shutdown described later in this section.

3. No photography of VA premises is allowed without written permission of the Contracting Officer.
4. VA reserves the right to close down or shut down the project site and order General Contractor's employees off the premises in the event of a national emergency. The General Contractor may return to the site only with the written approval of the Contracting Officer.

C. Not Used

D. Key Control:

1. The General Contractor shall request construction keys and be responsible for their usage.
2. There is a \$250.00 cost for each key not returned. Higher charges may be assessed for higher security keys.

E. Document Control:

1. Before starting any work, the General Contractor/Sub Contractors shall submit an electronic security memorandum describing the approach to following goals and maintaining confidentiality of "sensitive information".
2. The General Contractor is responsible for safekeeping of all drawings, project manual and other project information. This information shall be shared only with those with a specific need to accomplish the project.
4. Certain documents, sketches, videos or photographs and drawings may be marked "Law Enforcement Sensitive" or "Sensitive Unclassified". Secure such information in separate containers and limit the access to only those who will need it for the project. Return the information to the Contracting Officer upon request.
5. These security documents shall not be removed or transmitted from the project site without the written approval of Contracting Officer.
6. All paper waste or electronic media such as CD's and diskettes shall be shredded and destroyed in a manner acceptable to the VA.
7. Notify Contracting Officer and Site Security Officer immediately when there is a loss or compromise of "sensitive information".

8. All electronic information shall be stored in specified location following VA standards and procedures using an Engineering Document Management Software (EDMS).

a. Security, access and maintenance of all project drawings, both scanned and electronic shall be performed and tracked through the EDMS system.

b. "Sensitive information" including drawings and other documents may be attached to e-mail provided all VA encryption procedures are followed.

#### F. Motor Vehicle Restrictions

1. Vehicle authorization request shall be required for any vehicle entering the site and such request shall be submitted 24 hours before the date and time of access. Access shall be restricted to picking up and dropping off materials and supplies.

2. One parking permit will be issued to the General Contractor for use in designated Contractor parking spaces only.

### 1.5 FIRE SAFETY

A. Applicable Publications: Publications listed below form part of this Article to extent referenced. Publications are referenced in text by basic designations only.

1. American Society for Testing and Materials (ASTM):

E84-2009.....Surface Burning Characteristics of Building Materials

2. National Fire Protection Association (NFPA):

10-2010.....Standard for Portable Fire Extinguishers

30-2008.....Flammable and Combustible Liquids Code

51B-2009.....Standard for Fire Prevention During Welding, Cutting and Other Hot Work

70-2011.....National Electrical Code

241-2009.....Standard for Safeguarding Construction,  
Alteration, and Demolition Operations

3. Occupational Safety and Health Administration (OSHA):

29 CFR 1926.....Safety and Health Regulations for Construction

- B. Fire Safety Plan: Establish and maintain a fire protection program in accordance with 29 CFR 1926. Prior to start of work, prepare a plan detailing project-specific fire safety measures, including periodic status reports, and submit to COTR and Facility Safety Office for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES Prior to any worker for the contractor or subcontractors beginning work, they shall undergo a safety briefing provided by the general contractor's competent person per OSHA requirements. This briefing shall include information on the construction limits, VAMC safety guidelines, means of egress, break areas, work hours, locations of restrooms, use of VAMC equipment, etc. Documentation shall be provided to the COTR Engineer that individuals have undergone contractor's safety briefing.
- C. Site and Building Access: Maintain free and unobstructed access to facility emergency services and for fire, police and other emergency response forces in accordance with NFPA 241.
- D. Separate temporary facilities, such as trailers, storage sheds, and dumpsters, from existing buildings and new construction by distances in accordance with NFPA 241. For small facilities with less than 6 m (20 feet) exposing overall length, separate by 3m (10 feet).
- E. Temporary Construction Partitions:
  - 1. Install and maintain temporary construction partitions to provide smoke-tight separations between construction areas and adjoining areas. Construct partitions of gypsum board or treated plywood (flame spread rating of 25 or less in accordance with ASTM E84) on both sides of fire retardant treated wood or metal steel studs. Extend the partitions through suspended ceilings to floor slab deck or roof. Seal joints and penetrations. At door openings, install Class C,  $\frac{3}{4}$  hour fire/smoke rated doors with self-closing devices.
  - 2. Install one-hour temporary construction partitions as shown on drawings to maintain integrity of existing exit stair enclosures, exit passageways, fire-rated enclosures of hazardous areas,

horizontal exits, smoke barriers, vertical shafts and openings enclosures.

3. Close openings in smoke barriers and fire-rated construction to maintain fire ratings. Seal penetrations with listed through-penetration firestop materials in accordance with Section 07 84 00, FIRESTOPPING.

- F. Temporary Heating and Electrical: Install, use and maintain installations in accordance with 29 CFR 1926, NFPA 241 and NFPA 70.
- G. Means of Egress: Do not block exiting for occupied buildings, including paths from exits to roads. Minimize disruptions and coordinate with COTR.
- H. Egress Routes for Construction Workers: Maintain free and unobstructed egress. Inspect daily. Report findings and corrective actions weekly to the COTR.
- I. Fire Extinguishers: Provide and maintain extinguishers in construction areas and temporary storage areas in accordance with 29 CFR 1926, NFPA 241 and NFPA 10.
- J. Flammable and Combustible Liquids: Store, dispense and use liquids in accordance with 29 CFR 1926, NFPA 241 and NFPA 30.
- K. Existing Fire Protection: Do not impair automatic sprinklers, smoke and heat detection, and fire alarm systems, except for portions immediately under construction, and temporarily for connections. Provide fire watch for impairments more than 4 hours in a 24-hour period. Request interruptions in accordance with Article, OPERATIONS AND STORAGE AREAS, and coordinate with COTR. All existing or temporary fire protection systems (fire alarms, sprinklers) located in construction areas shall be tested as coordinated with the medical center. Parameters for the testing and results of any tests performed shall be recorded by the medical center and copies provided to the COTR.
- L. Hot Work: Perform and safeguard hot work operations in accordance with NFPA 241 and NFPA 51B. Coordinate with COTR at least 24 hours in advance. Designate contractor's responsible project-site fire prevention program manager to permit hot work.

- M. Fire Hazard Prevention and Safety Inspections: Inspect entire construction areas weekly. Coordinate with, and report findings and corrective actions weekly to COTR.
- N. Smoking: Smoking is prohibited in and adjacent to construction areas inside existing buildings and additions under construction. In separate and detached buildings under construction, smoking is prohibited except in designated smoking rest areas.
- O. Dispose of waste and debris in accordance with NFPA 241. Remove from buildings daily.
- P. Perform other construction, alteration and demolition operations in accordance with 29 CFR 1926.

#### **1.6 OPERATIONS AND STORAGE AREAS**

- A. The Contractor shall confine all operations (including storage of materials) on Government premises to areas authorized or approved by the Contracting Officer. The Contractor shall hold and save the Government, its officers and agents, free and harmless from liability of any nature occasioned by the Contractor's performance.
- B. Temporary buildings (e.g., storage sheds, shops, offices) and utilities may be erected by the Contractor only with the approval of the Contracting Officer and shall be built with labor and materials furnished by the Contractor without expense to the Government. The temporary buildings and utilities shall remain the property of the Contractor and shall be removed by the Contractor at its expense upon completion of the work. With the written consent of the Contracting Officer, the buildings and utilities may be abandoned and need not be removed.
- C. The Contractor shall, under regulations prescribed by the Contracting Officer, use only established roadways, or use temporary roadways constructed by the Contractor when and as authorized by the Contracting Officer. When materials are transported in prosecuting the work, vehicles shall not be loaded beyond the loading capacity recommended by the manufacturer of the vehicle or prescribed by any Federal, State, or local law or regulation. When it is necessary to cross curbs or sidewalks, the Contractor shall protect them from damage. The Contractor shall repair or pay for the repair of any damaged curbs, sidewalks, or roads.

**(FAR 52.236-10)**

D. Working space and space available for storing materials shall be as determined by the COTR.

E. Workmen are subject to rules of Medical Center applicable to their conduct.

F. Execute work so as to interfere as little as possible with normal functioning of Medical Center as a whole, including operations of utility services, fire protection systems and any existing equipment, and with work being done by others. Use of equipment and tools that transmit vibrations and noises through the building structure, are not permitted in buildings that are occupied, during construction, jointly by patients or medical personnel, and Contractor's personnel, except as permitted by COTR where required by limited working space.

1. Do not store materials and equipment in other than assigned areas.

2. Schedule delivery of materials and equipment to immediate construction working areas within buildings in use by Department of Veterans Affairs in quantities sufficient for not more than two work days. Provide unobstructed access to Medical Center areas required to remain in operation.

3. Where access by Medical Center personnel to vacated portions of buildings is not required, storage of Contractor's materials and equipment will be permitted subject to fire and safety requirements.

G. Phasing: To insure such executions, Contractor shall furnish the COTR with a schedule of approximate dates on which the Contractor intends to accomplish work in each specific area of site, building or portion thereof. In addition, Contractor shall notify the COTR two weeks in advance of the proposed date of starting work in each specific area of site, building or portion thereof. Arrange such dates to insure accomplishment of this work in successive phases mutually agreeable to Medical Center Director, COTR and Contractor, as described in the scope of work.

1. Contractor shall take all measures and provide all material necessary for protecting existing equipment and property in affected areas of construction against dust and debris, so that equipment and affected

areas to be used in the Medical Centers operations will not be hindered. Contractor shall permit access to Department of Veterans Affairs personnel and patients through other construction areas which serve as routes of access to such affected areas and equipment. Coordinate alteration work in areas occupied by Department of Veterans Affairs so that Medical Center operations will continue during the construction period.

2. Immediate areas of alterations not mentioned in preceding Subparagraph 1 will not be vacated while alterations are performed.

J. When an area is turned over to Contractor, Contractor shall accept entire responsibility therefore.

1. Contractor shall maintain a minimum temperature of 4 degrees C (40 degrees F) in occupied areas at all times.
2. Contractor shall maintain in operating condition existing fire protection and alarm equipment. In connection with fire alarm equipment, Contractor shall make arrangements for pre-inspection of site with Fire Department or Company (Department of Veterans Affairs or municipal) whichever will be required to respond to an alarm from Contractor's employee or watchman.

K. Utilities Services: Maintain existing utility services for Medical Center at all times. Provide temporary facilities, labor, materials, equipment, connections, and utilities to assure uninterrupted services. Where necessary to cut existing water, steam, gases, sewer or air pipes, etc. of utility services or of fire protection systems and communications systems (including telephone), they shall be cut and capped at suitable places where shown; or, in absence of such indication, where directed by COTR.

1. No utility service such as water, gas, steam, sewers or electricity, or fire protection systems and communications systems may be interrupted without prior approval of COTR.
2. Contractor shall submit a request to interrupt any such services to COTR Engineer, in writing, 48 hours in advance of proposed interruption. Request shall state reason, date, exact time of, and approximate duration of such interruption.
3. Contractor will be advised (in writing) of approval of request, or of which other date and/or time such interruption will cause least



inconvenience to operations of Medical Center. Interruption time approved by Medical Center may occur at other than Contractor's normal working hours.

4. Major interruptions of any system must be requested, in writing, at least 15 calendar days prior to the desired time and shall be performed as directed by the COTR.
  5. In case of a contract construction emergency, service will be interrupted on approval of COTR. Such approval will be confirmed in writing as soon as practical.
  6. Whenever it is required that a connection fee be paid to a public utility provider for new permanent service to the construction project, for such items as water, sewer, electricity, gas or steam, payment of such fee shall be the responsibility of the Government and not the Contractor.
- L. Abandoned Lines: All service lines such as wires, cables, conduits, ducts, pipes and the like, and their hangers or supports, which are to be abandoned but are not required to be entirely removed, shall be sealed, capped or plugged. The lines shall not be capped in finished areas, but shall be removed and sealed, capped or plugged in ceilings, within furred spaces, in unfinished areas, or within walls or partitions; so that they are completely behind the finished surfaces.
- M. To minimize interference of construction activities with flow of Medical Center traffic, comply with the following:
1. Keep roads, walks and entrances to grounds, to parking and to occupied areas of buildings clear of construction materials, debris and standing construction equipment and vehicles. Wherever excavation for new utility lines cross existing roads, at least one lane must be open to traffic at all times.
  2. Method and scheduling of required cutting, altering and removal of existing roads; walks and entrances must be approved by the COTR.
- N. Coordinate the work for this contract with other construction operations as directed by COTR. This includes the scheduling of traffic and the use of roadways, as specified in Article, USE OF ROADWAYS.

**1.7 ALTERATIONS**

- A. Survey: Before any work is started, the Contractor shall make a thorough survey with the COTR and a representative of VA Supply Service, of areas of buildings in which alterations occur and areas which are anticipated routes of access, and furnish a report, signed by all three, to the Contracting Officer. This report shall list by rooms and spaces:
1. Existing condition and types of resilient flooring, doors, windows, walls and other surfaces not required to be altered throughout affected areas buildings.
  2. Existence and conditions of items such as plumbing fixtures and accessories, electrical fixtures, equipment, venetian blinds, shades, etc., required by drawings to be either reused or relocated, or both.
  3. Shall note any discrepancies between drawings and existing conditions at site.
  4. Shall designate areas for working space, materials storage and routes of access to areas within buildings where alterations occur and which have been agreed upon by Contractor and COTR.
- B. Any items required by drawings to be either reused or relocated or both, found during this survey to be nonexistent, or in opinion of COTR to be in such condition that their use is impossible or impractical, shall be furnished and/or replaced by Contractor with new items in accordance with specifications which will be furnished by Government. Provided the contract work is changed by reason of this subparagraph B, the contract will be modified accordingly, under provisions of clause entitled "DIFFERING SITE CONDITIONS" (FAR 52.236-2) and "CHANGES" (FAR 52.243-4 and VAAR 852.236-88).
- C. Re-Survey: Thirty days before expected partial or final inspection date, the Contractor and COTR Engineer together shall make a thorough re-survey of the areas of buildings involved. They shall furnish a report on conditions then existing, of resilient flooring, doors, windows, walls and other surfaces as compared with conditions of same as noted in first condition survey report:
1. Re-survey report shall also list any damage caused by Contractor to such flooring and other surfaces, despite protection measures; and, will form basis for determining extent of repair work required of

Contractor to restore damage caused by Contractor's workmen in executing work of this contract.

D. Protection: Provide the following protective measures:

1. Wherever existing roof surfaces are disturbed they shall be protected against water infiltration. In case of leaks, they shall be repaired immediately upon discovery.
2. Temporary protection against damage for portions of existing structures and grounds where work is to be done, materials handled and equipment moved and/or relocated.
3. Protection of interior of existing structures at all times, from damage, dust and weather inclemency. Wherever work is performed, floor surfaces that are to remain in place shall be adequately protected prior to starting work, and this protection shall be maintained intact until all work in the area is completed.

#### **1.8 INFECTION PREVENTION MEASURES**

A. Implement the requirements of VAMC's Infection Control Risk Assessment (ICRA) team. ICRA Group may monitor dust in the vicinity of the construction work and require the Contractor to take corrective action immediately if the safe levels are exceeded.

B. Establish and maintain a dust control program as part of the contractor's infection preventive measures in accordance with the guidelines provided by ICRA Group. Prior to start of work, prepare a plan detailing project-specific dust protection measures, including periodic status reports, and submit to COTR and Facility ICRA team for review for compliance with contract requirements in accordance with Section 01 33 23, SHOP DRAWINGS, PRODUCT DATA AND SAMPLES.

1. All personnel involved in the construction or renovation activity shall be educated and trained in infection prevention measures established by the medical center.

C. Medical center Infection Control personnel shall monitor for airborne disease (e.g. aspergillosis) as appropriate during construction. A baseline of conditions may be established by the medical center prior to the start of work and periodically during the construction stage to

determine impact of construction activities on indoor air quality. In addition:

1. The RE and VAMC Infection Control personnel shall review pressure differential monitoring documentation to verify that pressure differentials in the construction zone and in the patient-care rooms are appropriate for their settings. The requirement for negative air pressure in the construction zone shall depend on the location and type of activity. Upon notification, the contractor shall implement corrective measures to restore proper pressure differentials as needed.
  2. In case of any problem, the medical center, along with assistance from the contractor, shall conduct an environmental assessment to find and eliminate the source.
- D. In general, following preventive measures shall be adopted during construction to keep down dust and prevent mold.
1. Dampen debris to keep down dust and provide temporary construction partitions in existing structures where directed by COTR Blank off ducts and diffusers to prevent circulation of dust into occupied areas during construction.
  2. Do not perform dust producing tasks within occupied areas without the approval of the COTR. For construction in any areas that will remain jointly occupied by the medical Center and Contractor's workers, the Contractor shall:
    - a. Provide dust proof fire-rated temporary drywall construction barriers to completely separate construction from the operational areas of the hospital in order to contain dirt debris and dust. Barriers shall be sealed and made presentable on hospital occupied side. Install a self-closing rated door in a metal frame, commensurate with the partition, to allow worker access. Maintain negative air at all times. A fire retardant polystyrene, 6-mil thick or greater plastic barrier meeting local fire codes may be used where dust control is the only hazard, and an agreement is reached with the COTR and Medical Center.
    - b. HEPA filtration is required where the exhaust dust may reenter the breathing zone. Contractor shall verify that construction exhaust to exterior is not reintroduced to the medical center through

intake vents, or building openings. Install HEPA (High Efficiency Particulate Accumulator) filter vacuum system rated at 95% capture of 0.3 microns including pollen, mold spores and dust particles. Insure continuous negative air pressures occurring within the work area. HEPA filters should have ASHRAE 85 or other prefilter to extend the useful life of the HEPA. Provide both primary and secondary filtrations units. Exhaust hoses shall be heavy duty, flexible steel reinforced and exhausted so that dust is not reintroduced to the medical center.

- c. Adhesive Walk-off/Carpet Walk-off Mats, minimum 600mm x 900mm (24" x 36"), shall be used at all interior transitions from the construction area to occupied medical center area. These mats shall be changed as often as required to maintain clean work areas directly outside construction area at all times.
- d. Vacuum and wet mop all transition areas from construction to the occupied medical center at the end of each workday. Vacuum shall utilize HEPA filtration. Maintain surrounding area frequently. Remove debris as they are created. Transport these outside the construction area in containers with tightly fitting lids.
- e. The contractor shall not haul debris through patient-care areas without prior approval of the COTR and the Medical Center. When, approved, debris shall be hauled in enclosed dust proof containers or wrapped in plastic and sealed with duct tape. No sharp objects should be allowed to cut through the plastic. Wipe down the exterior of the containers with a damp rag to remove dust. All equipment, tools, material, etc. transported through occupied areas shall be made free from dust and moisture by vacuuming and wipe down.
- f. Using a HEPA vacuum, clean inside the barrier and vacuum ceiling tile prior to replacement. Any ceiling access panels opened for investigation beyond sealed areas shall be sealed immediately when unattended.
- g. There shall be no standing water during construction. This includes water in equipment drip pans and open containers within the construction areas. All accidental spills must be cleaned up and dried within 12 hours. Remove and dispose of porous materials that remain damp for more than 72 hours.

- h. At completion, remove construction barriers and ceiling protection carefully, outside of normal work hours. Vacuum and clean all surfaces free of dust after the removal.

E. Final Cleanup:

1. Upon completion of project, or as work progresses, remove all construction debris from above ceiling, vertical shafts and utility chases that have been part of the construction.
2. Perform HEPA vacuum cleaning of all surfaces in the construction area. This includes walls, ceilings, cabinets, furniture (built-in or free standing), partitions, flooring, etc.
3. All new air ducts shall be cleaned prior to final inspection.

**1.9 DISPOSAL AND RETENTION**

- A. Materials and equipment accruing from work removed and from demolition of buildings or structures, or parts thereof, shall be disposed of as follows:

1. Items not reserved shall become property of the Contractor and be removed by Contractor from Medical Center.
2. Items of portable equipment and furnishings located in rooms and spaces in which work is to be done under this contract shall remain the property of the Government. When rooms and spaces are vacated by the Department of Veterans Affairs during the alteration period, such items which are NOT required by drawings and specifications to be either relocated or reused will be removed by the Government in advance of work to avoid interfering with Contractor's operation.

**1.10 PROTECTION OF EXISTING VEGETATION, STRUCTURES, EQUIPMENT, UTILITIES, AND IMPROVEMENTS**

- A. The Contractor shall preserve and protect all structures, equipment, and vegetation (such as trees, shrubs, and grass) on or adjacent to the work site, which are not to be removed and which do not unreasonably interfere with the work required under this contract. The Contractor shall only remove trees when specifically authorized to do so, and shall avoid damaging vegetation that will remain in place. If any limbs or branches of trees are broken during contract performance, or by the careless operation of equipment, or by workmen, the Contractor shall trim those limbs or branches with a clean cut and paint the cut with a tree-pruning compound as directed by the Contracting Officer.

- B. The Contractor shall protect from damage all existing improvements and utilities at or near the work site and on adjacent property of a third party, the locations of which are made known to or should be known by the Contractor. The Contractor shall repair any damage to those facilities, including those that are the property of a third party, resulting from failure to comply with the requirements of this contract or failure to exercise reasonable care in performing the work. If the Contractor fails or refuses to repair the damage promptly, the Contracting Officer may have the necessary work performed and charge the cost to the Contractor.

**(FAR 52.236-9)**

- C. Refer to Section 01 57 19, TEMPORARY ENVIRONMENTAL CONTROLS, for additional requirements on protecting vegetation, soils and the environment. Refer to Articles, "Alterations", "Restoration", and "Operations and Storage Areas" for additional instructions concerning repair of damage to structures and site improvements.

**1.11 RESTORATION**

- A. Remove, cut, alter, replace, patch and repair existing work as necessary to install new work. Except as otherwise shown or specified, do not cut, alter or remove any structural work, and do not disturb any ducts, plumbing, steam, gas, or electric work without approval of the COTR. Existing work to be altered or extended and that is found to be defective in any way, shall be reported to the COTR before it is disturbed. Materials and workmanship used in restoring work shall conform in type and quality to that of original existing construction, except as otherwise shown or specified.
- B. Upon completion of contract, deliver work complete and undamaged. Existing work (walls, ceilings, partitions, floors, mechanical and electrical work, lawns, paving, roads, walks, etc.) disturbed or removed as a result of performing required new work, shall be patched, repaired, reinstalled, or replaced with new work, and refinished and left in as good condition as existed before commencing work.
- C. At Contractor's own expense, Contractor shall immediately restore to service and repair any damage caused by Contractor's workmen to existing piping and conduits, wires, cables, etc., of utility services or of fire protection systems and communications systems (including telephone)

which are indicated on drawings and which are not scheduled for discontinuance or abandonment.

- D. Expense of repairs to such utilities and systems not shown on drawings or locations of which are unknown will be covered by adjustment to contract time and price in accordance with clause entitled "CHANGES" (FAR 52.243-4 and VAAR 852.236-88) and "DIFFERING SITE CONDITIONS" (FAR 52.236-2).

#### **1.12 NOT USED**

#### **1.13 NOT USED**

#### **1.14 LAYOUT OF WORK**

- A. The Contractor shall lay out the work from Government established base lines and bench marks, indicated on the drawings, and shall be responsible for all measurements in connection with the layout. The Contractor shall furnish, at Contractor's own expense, all stakes, templates, platforms, equipment, tools, materials, and labor required to lay out any part of the work. The Contractor shall be responsible for executing the work to the lines and grades that may be established or indicated by the Contracting Officer. The Contractor shall also be responsible for maintaining and preserving all stakes and other marks established by the Contracting Officer until authorized to remove them. If such marks are destroyed by the Contractor or through Contractor's negligence before their removal is authorized, the Contracting Officer may replace them and deduct the expense of the replacement from any amounts due or to become due to the Contractor.

#### **1.15 AS-BUILT DRAWINGS**

- A. The contractor shall maintain two full size sets of as-built drawings which will be kept current during construction of the project, to include all contract changes, modifications and clarifications.
- B. All variations shall be shown in the same general detail as used in the contract drawings. To insure compliance, as-built drawings shall be made available for the COTR's review, as often as requested.
- C. Contractor shall deliver two approved completed sets of as-built drawings to the COTR within 15 calendar days after each completed phase and after the acceptance of the project by the COTR.
- D. Paragraphs A, B, & C shall also apply to all shop drawings.



**1.16 USE OF ROADWAYS**

- A. For hauling, use only established public roads and roads on Medical Center.

**1.17 NOT USED****1.18 TEMPORARY USE OF MECHANICAL AND ELECTRICAL EQUIPMENT**

- A. Use of new installed mechanical and electrical equipment to provide heat, ventilation, plumbing, light and power will be permitted subject to compliance with the following provisions:

1. Permission to use each unit or system must be given by COTR. If the equipment is not installed and maintained in accordance with the following provisions, the COTR will withdraw permission for use of the equipment.
2. Electrical installations used by the equipment shall be completed in accordance with the drawings and specifications to prevent damage to the equipment and the electrical systems, i.e. transformers, relays, circuit breakers, fuses, conductors, motor controllers and their overload elements shall be properly sized, coordinated and adjusted. Voltage supplied to each item of equipment shall be verified to be correct and it shall be determined that motors are not overloaded. The electrical equipment shall be thoroughly cleaned before using it and again immediately before final inspection including vacuum cleaning and wiping clean interior and exterior surfaces.
3. Units shall be properly lubricated, balanced, and aligned. Vibrations must be eliminated.
4. Automatic temperature control systems for preheat coils shall function properly and all safety controls shall function to prevent coil freeze-up damage.
5. The air filtering system utilized shall be that which is designed for the system when complete, and all filter elements shall be replaced at completion of construction and prior to testing and balancing of system.
6. All components of heat production and distribution system, metering equipment, condensate returns, and other auxiliary facilities used in temporary service shall be cleaned prior to use; maintained to prevent corrosion internally and externally during use; and cleaned, maintained and inspected prior to acceptance by the Government.

- B. Prior to final inspection, the equipment or parts used which show wear and tear beyond normal, shall be replaced with identical replacements, at no additional cost to the Government.
- C. This paragraph shall not reduce the requirements of the mechanical and electrical specifications sections.

#### **1.19 TEMPORARY USE OF EXISTING ELEVATORS**

- A. Use of existing service elevators for handling building materials and Contractor's personnel will be permitted subject to following provisions:
  - 1. Contractor makes all arrangements with the COTR for use of elevators. The COTR will ascertain that elevators are in proper condition.
  - 2. Contractor covers and provides maximum protection of following elevator components:
    - a. Entrance jambs, heads soffits and threshold plates.
    - b. Entrance columns, canopy, return panels and inside surfaces of car enclosure walls.
    - c. Finish flooring.
  - 3. Government will accept hoisting ropes of elevator and rope of each speed governor if they are worn under normal operation. However, if these ropes are damaged by action of foreign matter such as sand, lime, grit, stones, etc., during temporary use, they shall be removed and replaced by new hoisting ropes.
  - 4. If brake lining of elevators are excessively worn or damaged during temporary use, they shall be removed and replaced by new brake lining.
  - 5. All parts of main controller, starter, relay panel, selector, etc., worn or damaged during temporary use shall be removed and replaced with new parts, if recommended by elevator inspector after elevator is released by Contractor.
  - 6. Place elevator in condition equal, less normal wear, to that existing at time it was placed in service of Contractor as approved by Contracting Officer.

**1.20 NOT USED****1.21 NOT USED****1.22 AVAILABILITY AND USE OF UTILITY SERVICES**

- A. The Government shall make all reasonably required amounts of utilities available to the Contractor from existing outlets and supplies, as specified in the contract. The Contractor shall carefully conserve any utilities furnished without charge.

**1.23 NOT USED****1.24 TESTS**

- A. Pre-test mechanical and electrical equipment and systems and make corrections required for proper operation of such systems before requesting final tests. Final test will not be conducted unless pre-tested.
- B. Conduct final tests required in various sections of specifications in presence of an authorized representative of the Contracting Officer. Contractor shall furnish all labor, materials, equipment, instruments, and forms, to conduct and record such tests.

**1.25 INSTRUCTIONS**

- A. Contractor shall furnish Maintenance and Operating manuals and verbal instructions when required by the various sections of the specifications and as hereinafter specified.
- B. Manuals: Maintenance and operating manuals (four copies each) for each separate piece of equipment shall be delivered to the COTR coincidental with the delivery of the equipment to the job site. Manuals shall be complete, detailed guides for the maintenance and operation of equipment. They shall include complete information necessary for starting, adjusting, maintaining in continuous operation for long periods of time and dismantling and reassembling of the complete units and sub-assembly components. Manuals shall include an index covering all component parts clearly cross-referenced to diagrams and illustrations. Illustrations shall include "exploded" views showing and identifying each separate item. Emphasis shall be placed on the use of special tools and instruments. The function of each piece of equipment, component, accessory and control shall be clearly and thoroughly explained. All necessary precautions for the operation of the equipment and the reason for each precaution shall be clearly set forth. Manuals must reference

the exact model, style and size of the piece of equipment and system being furnished. Manuals referencing equipment similar to but of a different model, style, and size than that furnished will not be accepted.

1.26 NOT USED

1.27 NOT USED

1.28 NOT USED

1.29 NOT USED

1.30 NOT USED

1.31 NOT USED

1.32 NOT USED

1.33 NOT USED

- - - E N D - - -

**SECTION 01 33 23**  
**SHOP DRAWINGS, PRODUCT DATA, AND SAMPLES**

- 1-1. Refer to Articles titled SPECIFICATIONS AND DRAWINGS FOR CONSTRUCTION (FAR 52.236-21) and, SPECIAL NOTES (VAAR 852.236-91), in GENERAL CONDITIONS.
- 1-2. For the purposes of this contract, samples test reports, certificates, and manufacturers' literature and data shall also be subject to the previously referenced requirements. The following text refers to all items collectively as SUBMITTALS.
- 1-3. Submit for approval, all of the items specifically mentioned under the separate sections of the specification, with information sufficient to evidence full compliance with contract requirements. Materials, fabricated articles and the like to be installed in permanent work shall equal those of approved submittals. After an item has been approved, no change in brand or make will be permitted unless:
  - A. Satisfactory written evidence is presented to, and approved by Contracting Officer, that manufacturer cannot make scheduled delivery of approved item or;
  - B. Item delivered has been rejected and substitution of a suitable item is an urgent necessity or;
  - C. Other conditions become apparent which indicates approval of such substitute item to be in best interest of the Government.
- 1-4. Forward submittals in sufficient time to permit proper consideration and approval action by Government. Time submission to assure adequate lead time for procurement of contract - required items. Delays attributable to untimely and rejected submittals will not serve as a basis for extending contract time for completion.
- 1-5. Submittals will be reviewed for compliance with contract requirements by Architect-Engineer, and action thereon will be taken by COTR on behalf of the Contracting Officer.
- 1-6. Upon receipt of submittals, Architect-Engineer will assign a file number thereto. Contractor, in any subsequent correspondence, shall refer to this file and identification number to expedite replies relative to previously approved or disapproved submittals.
- 1-7. The Government reserves the right to require additional submittals, whether or not particularly mentioned in this contract. If additional submittals beyond those required by the contract are furnished pursuant to request therefor by Contracting Officer, adjustment in contract price

and time will be made in accordance with Articles titled CHANGES (FAR 52.243-4) and CHANGES - SUPPLEMENT (VAAR 852.236-88) of the GENERAL CONDITIONS.

- 1-8. Schedules called for in specifications and shown on shop drawings shall be submitted for use and information of Department of Veterans Affairs and Architect-Engineer. However, the Contractor shall assume responsibility for coordinating and verifying schedules. The Contracting Officer and Architect-Engineer assumes no responsibility for checking schedules or layout drawings for exact sizes, exact numbers and detailed positioning of items.
- 1-9. Submittals must be submitted by Contractor only and shipped prepaid. Contracting Officer assumes no responsibility for checking quantities or exact numbers included in such submittals.
  - A. Submittals will receive consideration only when covered by a transmittal letter signed by Contractor. Letter shall be sent via first class mail shall contain the list of items, name of Medical Center, name of Contractor, contract number, applicable specification paragraph numbers, applicable drawing numbers (and other information required for exact identification of location for each item), manufacturer and brand, ASTM or Federal Specification Number (if any) and such additional information as may be required by specifications for particular item being furnished. In addition, catalogs shall be marked to indicate specific items submitted for approval.
    1. A copy of letter must be enclosed with items, and any items received without identification letter will be considered "unclaimed goods" and held for a limited time only.
    2. Each sample, certificate, manufacturers' literature and data shall be labeled to indicate the name and location of the Medical Center, name of Contractor, manufacturer, brand, contract number and ASTM or Federal Specification Number as applicable and location(s) on project.
    3. Required certificates shall be signed by an authorized representative of manufacturer or supplier of material, and by Contractor.
  - B. If submittal samples have been disapproved, resubmit new samples as soon as possible after notification of disapproval. Such new samples shall be marked "Resubmitted Sample" in addition to containing other previously specified information required on label and in transmittal letter.
  - C. Approved samples will be kept on file by the COTR.
  - D. Submittal drawings (shop, erection or setting drawings) and schedules, required for work of various trades, shall be checked before submission

by technically qualified employees of Contractor for accuracy, completeness and compliance with contract requirements. These drawings and schedules shall be stamped and signed by Contractor certifying to such check.

1. For each drawing required, submit one legible photographic paper or vellum reproducible.
2. Reproducible shall be full size.
3. Each drawing shall have marked thereon, proper descriptive title, including/Medical Center location, project number, manufacturer's number, reference to contract drawing number, detail Section Number, and Specification Section Number.
4. A space 120 mm by 125 mm (4-3/4 by 5 inches) shall be reserved on each drawing to accommodate approval or disapproval stamp.
5. Submit drawings, ROLLED WITHIN A MAILING TUBE, fully protected for shipment.
6. One reproducible print of approved or disapproved shop drawings will be forwarded to Contractor.
7. When work is directly related and involves more than one trade, shop drawings shall be submitted to Architect-Engineer under one cover.
- 1-10. Samples, shop drawings, test reports, certificates and manufacturers' literature and data, shall be submitted for approval to the COTR.

Dave Dowda (FMS)

1055 Clermont

Denver, CO. 80220

- 1-11. At the time of transmittal to the COTR, the Contractor shall also send a copy of the complete submittal directly to the Contracting Officer.

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**SECTION 01 42 19  
REFERENCE STANDARDS**

**PART 1 - GENERAL**

**1.1 DESCRIPTION**

This section specifies the availability and source of references and standards specified in the project manual under paragraphs APPLICABLE PUBLICATIONS and/or shown on the drawings.

**1.2 AVAILABILITY OF SPECIFICATIONS LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS FPMR PART 101-29 (FAR 52.211-1) (AUG 1998)**

- A. The GSA Index of Federal Specifications, Standards and Commercial Item Descriptions, FPMR Part 101-29 and copies of specifications, standards, and commercial item descriptions cited in the solicitation may be obtained for a fee by submitting a request to - GSA Federal Supply Service, Specifications Section, Suite 8100, 470 East L'Enfant Plaza, SW, Washington, DC 20407, Telephone (202) 619-8925, Facsimile (202) 619-8978.
- B. If the General Services Administration, Department of Agriculture, or Department of Veterans Affairs issued this solicitation, a single copy of specifications, standards, and commercial item descriptions cited in this solicitation may be obtained free of charge by submitting a request to the addressee in paragraph (a) of this provision. Additional copies will be issued for a fee.

**1.3 AVAILABILITY FOR EXAMINATION OF SPECIFICATIONS NOT LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS (FAR 52.211-4) (JUN 1988)**

The specifications and standards cited in this solicitation can be examined at the following location:

DEPARTMENT OF VETERANS AFFAIRS  
Office of Construction & Facilities Management  
Facilities Quality Service (00CFM1A)  
425 Eye Street N.W, (sixth floor)  
Washington, DC 20001  
Telephone Numbers: (202) 632-5249 or (202) 632-5178  
Between 9:00 AM - 3:00 PM



**1.4 AVAILABILITY OF SPECIFICATIONS NOT LISTED IN THE GSA INDEX OF FEDERAL SPECIFICATIONS, STANDARDS AND COMMERCIAL ITEM DESCRIPTIONS (FAR 52.211-3) (JUN 1988)**

The specifications cited in this solicitation may be obtained from the associations or organizations listed below.

AA	Aluminum Association Inc. <a href="http://www.aluminum.org">http://www.aluminum.org</a>
AABC	Associated Air Balance Council <a href="http://www.aabchg.com">http://www.aabchg.com</a>
AAMA	American Architectural Manufacturer's Association <a href="http://www.aamanet.org">http://www.aamanet.org</a>
AAN	American Nursery and Landscape Association <a href="http://www.anla.org">http://www.anla.org</a>
AASHTO	American Association of State Highway and Transportation Officials <a href="http://www.aashto.org">http://www.aashto.org</a>
AATCC	American Association of Textile Chemists and Colorists <a href="http://www.aatcc.org">http://www.aatcc.org</a>
ACGIH	American Conference of Governmental Industrial Hygienists <a href="http://www.acgih.org">http://www.acgih.org</a>
ACI	American Concrete Institute <a href="http://www.aci-int.net">http://www.aci-int.net</a>
ACPA	American Concrete Pipe Association <a href="http://www.concrete-pipe.org">http://www.concrete-pipe.org</a>
ACPPA	American Concrete Pressure Pipe Association <a href="http://www.acppa.org">http://www.acppa.org</a>
ADC	Air Diffusion Council <a href="http://flexibleduct.org">http://flexibleduct.org</a>
AGA	American Gas Association <a href="http://www.aga.org">http://www.aga.org</a>
AGC	Associated General Contractors of America <a href="http://www.agc.org">http://www.agc.org</a>

AGMA	American Gear Manufacturers Association, Inc. <a href="http://www.agma.org">http://www.agma.org</a>
AHAM	Association of Home Appliance Manufacturers <a href="http://www.aham.org">http://www.aham.org</a>
AISC	American Institute of Steel Construction <a href="http://www.aisc.org">http://www.aisc.org</a>
AISI	American Iron and Steel Institute <a href="http://www.steel.org">http://www.steel.org</a>
AITC	American Institute of Timber Construction <a href="http://www.aitc-glulam.org">http://www.aitc-glulam.org</a>
AMCA	Air Movement and Control Association, Inc. <a href="http://www.amca.org">http://www.amca.org</a>
ANLA	American Nursery & Landscape Association <a href="http://www.anla.org">http://www.anla.org</a>
ANSI	American National Standards Institute, Inc. <a href="http://www.ansi.org">http://www.ansi.org</a>
APA	The Engineered Wood Association <a href="http://www.apawood.org">http://www.apawood.org</a>
ARI	Air-Conditioning and Refrigeration Institute <a href="http://www.ari.org">http://www.ari.org</a>
ASAE	American Society of Agricultural Engineers <a href="http://www.asae.org">http://www.asae.org</a>
ASCE	American Society of Civil Engineers <a href="http://www.asce.org">http://www.asce.org</a>
ASHRAE	American Society of Heating, Refrigerating, and Air-Conditioning Engineers <a href="http://www.ashrae.org">http://www.ashrae.org</a>
ASME	American Society of Mechanical Engineers <a href="http://www.asme.org">http://www.asme.org</a>
ASSE	American Society of Sanitary Engineering <a href="http://www.asse-plumbing.org">http://www.asse-plumbing.org</a>

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ASTM	American Society for Testing and Materials <a href="http://www.astm.org">http://www.astm.org</a>
AWI	Architectural Woodwork Institute <a href="http://www.awinet.org">http://www.awinet.org</a>
AWS	American Welding Society <a href="http://www.aws.org">http://www.aws.org</a>
AWWA	American Water Works Association <a href="http://www.awwa.org">http://www.awwa.org</a>
BHMA	Builders Hardware Manufacturers Association <a href="http://www.buildershardware.com">http://www.buildershardware.com</a>
BIA	Brick Institute of America <a href="http://www.bia.org">http://www.bia.org</a>
CAGI	Compressed Air and Gas Institute <a href="http://www.cagi.org">http://www.cagi.org</a>
CGA	Compressed Gas Association, Inc. <a href="http://www.cganet.com">http://www.cganet.com</a>
CI	The Chlorine Institute, Inc. <a href="http://www.chlorineinstitute.org">http://www.chlorineinstitute.org</a>
CISCA	Ceilings and Interior Systems Construction Association <a href="http://www.cisca.org">http://www.cisca.org</a>
CISPI	Cast Iron Soil Pipe Institute <a href="http://www.cispi.org">http://www.cispi.org</a>
CLFMI	Chain Link Fence Manufacturers Institute <a href="http://www.chainlinkinfo.org">http://www.chainlinkinfo.org</a>
CPMB	Concrete Plant Manufacturers Bureau <a href="http://www.cpmc.org">http://www.cpmc.org</a>
CRA	California Redwood Association <a href="http://www.calredwood.org">http://www.calredwood.org</a>
CRSI	Concrete Reinforcing Steel Institute <a href="http://www.crsi.org">http://www.crsi.org</a>

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CTI	Cooling Technology Institute <a href="http://www.cti.org">http://www.cti.org</a>
DHI	Door and Hardware Institute <a href="http://www.dhi.org">http://www.dhi.org</a>
EGSA	Electrical Generating Systems Association <a href="http://www.egsa.org">http://www.egsa.org</a>
EEI	Edison Electric Institute <a href="http://www.eei.org">http://www.eei.org</a>
EPA	Environmental Protection Agency <a href="http://www.epa.gov">http://www.epa.gov</a>
ETL	ETL Testing Laboratories, Inc. <a href="http://www.etl.com">http://www.etl.com</a>
FAA	Federal Aviation Administration <a href="http://www.faa.gov">http://www.faa.gov</a>
FCC	Federal Communications Commission <a href="http://www.fcc.gov">http://www.fcc.gov</a>
FPS	The Forest Products Society <a href="http://www.forestprod.org">http://www.forestprod.org</a>
GANA	Glass Association of North America <a href="http://www.cssinfo.com/info/gana.html/">http://www.cssinfo.com/info/gana.html/</a>
FM	Factory Mutual Insurance <a href="http://www.fmglobal.com">http://www.fmglobal.com</a>
GA	Gypsum Association <a href="http://www.gypsum.org">http://www.gypsum.org</a>
GSA	General Services Administration <a href="http://www.gsa.gov">http://www.gsa.gov</a>
HI	Hydraulic Institute <a href="http://www.pumps.org">http://www.pumps.org</a>
HPVA	Hardwood Plywood & Veneer Association <a href="http://www.hpva.org">http://www.hpva.org</a>

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ICBO	International Conference of Building Officials <a href="http://www.icbo.org">http://www.icbo.org</a>
ICEA	Insulated Cable Engineers Association Inc. <a href="http://www.icea.net">http://www.icea.net</a>
\ICAC	Institute of Clean Air Companies <a href="http://www.icac.com">http://www.icac.com</a>
IEEE	Institute of Electrical and Electronics Engineers <a href="http://www.ieee.org/">http://www.ieee.org/</a>
IMSA	International Municipal Signal Association <a href="http://www.imsasafety.org">http://www.imsasafety.org</a>
IPCEA	Insulated Power Cable Engineers Association
NBMA	Metal Buildings Manufacturers Association <a href="http://www.mbma.com">http://www.mbma.com</a>
MSS	Manufacturers Standardization Society of the Valve and Fittings Industry Inc. <a href="http://www.mss-hq.com">http://www.mss-hq.com</a>
NAAMM	National Association of Architectural Metal Manufacturers <a href="http://www.naamm.org">http://www.naamm.org</a>
NAPHCC	Plumbing-Heating-Cooling Contractors Association <a href="http://www.phccweb.org.org">http://www.phccweb.org.org</a>
NBS	National Bureau of Standards See - NIST
NBBPVI	National Board of Boiler and Pressure Vessel Inspectors <a href="http://www.nationboard.org">http://www.nationboard.org</a>
NEC	National Electric Code See - NFPA National Fire Protection Association
NEMA	National Electrical Manufacturers Association <a href="http://www.nema.org">http://www.nema.org</a>
NFPA	National Fire Protection Association <a href="http://www.nfpa.org">http://www.nfpa.org</a>

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NHLA	National Hardwood Lumber Association <a href="http://www.natlhardwood.org">http://www.natlhardwood.org</a>
NIH	National Institute of Health <a href="http://www.nih.gov">http://www.nih.gov</a>
NIST	National Institute of Standards and Technology <a href="http://www.nist.gov">http://www.nist.gov</a>
NLMA	Northeastern Lumber Manufacturers Association, Inc. <a href="http://www.nelma.org">http://www.nelma.org</a>
NPA	National Particleboard Association 18928 Premiere Court Gaithersburg, MD 20879 (301) 670-0604
NSF	National Sanitation Foundation <a href="http://www.nsf.org">http://www.nsf.org</a>
NWWDA	Window and Door Manufacturers Association <a href="http://www.nwwda.org">http://www.nwwda.org</a>
OSHA	Occupational Safety and Health Administration Department of Labor <a href="http://www.osha.gov">http://www.osha.gov</a>
PCA	Portland Cement Association <a href="http://www.portcement.org">http://www.portcement.org</a>
PCI	Precast Prestressed Concrete Institute <a href="http://www.pci.org">http://www.pci.org</a>
PPI	The Plastic Pipe Institute <a href="http://www.plasticpipe.org">http://www.plasticpipe.org</a>
PEI	Porcelain Enamel Institute, Inc. <a href="http://www.porcelainenamel.com">http://www.porcelainenamel.com</a>
PTI	Post-Tensioning Institute <a href="http://www.post-tensioning.org">http://www.post-tensioning.org</a>
RFCI	The Resilient Floor Covering Institute <a href="http://www.rfci.com">http://www.rfci.com</a>

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RIS	Redwood Inspection Service See - CRA
RMA	Rubber Manufacturers Association, Inc. <a href="http://www.rma.org">http://www.rma.org</a>
SCMA	Southern Cypress Manufacturers Association <a href="http://www.cypressinfo.org">http://www.cypressinfo.org</a>
SDI	Steel Door Institute <a href="http://www.steeldoor.org">http://www.steeldoor.org</a>
IGMA	Insulating Glass Manufacturers Alliance <a href="http://www.igmaonline.org">http://www.igmaonline.org</a>
SJI	Steel Joist Institute <a href="http://www.steeljoist.org">http://www.steeljoist.org</a>
SMACNA	Sheet Metal and Air-Conditioning Contractors National Association, Inc. <a href="http://www.smacna.org">http://www.smacna.org</a>
SSPC	The Society for Protective Coatings <a href="http://www.sspc.org">http://www.sspc.org</a>
STI	Steel Tank Institute <a href="http://www.steeltank.com">http://www.steeltank.com</a>
SWI	Steel Window Institute <a href="http://www.steelwindows.com">http://www.steelwindows.com</a>
TCA	Tile Council of America, Inc. <a href="http://www.tileusa.com">http://www.tileusa.com</a>
TEMA	Tubular Exchange Manufacturers Association <a href="http://www.tema.org">http://www.tema.org</a>
TPI	Truss Plate Institute, Inc. 583 D'Onofrio Drive; Suite 200 Madison, WI 53719 (608) 833-5900
UBC	The Uniform Building Code See ICBO

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UL Underwriters' Laboratories Incorporated  
<http://www.ul.com>

ULC Underwriters' Laboratories of Canada  
<http://www.ulc.ca>

WCLIB West Coast Lumber Inspection Bureau  
6980 SW Varns Road, P.O. Box 23145  
Portland, OR 97223  
(503) 639-0651

WRCLA Western Red Cedar Lumber Association  
P.O. Box 120786  
New Brighton, MN 55112  
(612) 633-4334

WWPA Western Wood Products Association  
<http://www.wwpa.org>

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## Attachment A

### Evaluation Criteria

The Government intends to evaluate proposals and make contract award without holding or conducting discussions. Nevertheless, the Government reserves the right to conduct discussions with some or all offerors if deemed in its best interest. The Government will conduct performance risk evaluations based upon past performance and other technical factors as stated below. This risk assessment will assist us in determining the proposed probability of success for this requirement.

In conducting a performance risk evaluation, the government may use data provided by offerors or data obtained from other sources; In addition, the government may elect to consider and use data obtained from outside sources determined to be current, accurate and relevant.

The Government intends to award one single contract to the most qualified and eligible offeror/contractor whose proposal best conforms to the solicitation requirements and offers the best overall value to the Government. As a minimum each proposal must address each individual factor below and provide information concerning contracts and subcontracts (including Federal, State, local government, and private) that demonstrate the company's ability to perform the direct effort. *Failure to adequately address each technical factor below will result in an inconclusive rating for that factor.* Each offeror will be provided a rating as follows:

-  Unsatisfactory/Very High Performance Risk. Based on the offeror's technical proposal and/or other data or information gathered or received, extreme doubt exists that the offeror will successfully perform the required effort. The offeror has no design-build experience and limited experience in working on projects in a healthcare environment similar in size, scope and complexity.
-  Marginal/High Performance Risk. Based on the offeror's technical proposal and/or other data or information gathered or received, substantial doubt exists the offeror will successfully perform the required effort. The offeror has some experience in working on design-build projects in the private sector, but little or no experience in working on design-build projects for the Federal, State and local government or in a healthcare setting.
-  Inconclusive/Not Rated. Based on the offeror's technical proposal and/or other data or information gathered or received, information provided or gathered was inconclusive. The offeror failed to provide information relevant to the technical factor evaluated, and/or clearly did not understand submission requirements of the RFP.

- ✚ Very Good/Low Performance Risk. Based on the offeror's technical proposal and/or other data or information gathered or received, little doubt exists the offeror will successfully perform the required effort. The offeror has good experience in working on design-build projects in the private sector, and has good experience in working on design-build projects for the Federal, State and local Government or in a healthcare setting.
  
- ✚ Exceptional/Very Low Performance Risk. Based on the offeror's technical proposal and/or other data or information gathered or received, NO doubt exists the offeror will successfully perform the required effort. The offeror has excellent experience in working on design-build projects for the Federal government, specifically in a healthcare setting, and has exceptional experience in working on design-build projects similar in size, scope and complexity for The Department of Veterans Affairs.
  
- ✚ Price will be rated as reasonable or unreasonable as prescribed by FAR Part 15.4.

### Technical Proposal Requirements

#### A. Technical Proposal.

##### **Tab 1. Construction Management:**

a. **Corporate Project Experience** - The offeror shall demonstrate corporate experience with a minimum of three projects within the last five years similar in size, scope and complexity. The offeror shall demonstrate and explain in detail performances for design-build capabilities, and significant and relevant experiences in working on design-build projects that require utility shutdowns and phasing in a healthcare environment. The offeror must address the following:

- 1) Project title, locations and brief descriptions including building use (Medical Facility etc) and contracting method (design build, design bid construct, etc).
- 2) Project owner and names and telephone numbers of owner's contact person.
- 3) Project Design Architect and Engineers (consultants if utilized) and name and telephone number of contact person(s). **Note each firm and employee also proposed for this solicitation.**
- 4) Project Prime Contractor and Major Subcontractors and name and telephone number of contact person(s). **Note each firm and managing persons (project manager/superintendent/foreman as the case may be) also proposed for this solicitation.**

5) Project Statistics including start and completion dates (original vs. actual) for design and construction; cost (original vs. actual) with a brief explanation of what is included in the cost; specific phasing and shutdown considerations; physical location; and any awards (prizes) received.

b. **Project Personnel Experience** (Specialized experience and technical competence). The Offeror shall demonstrate relevant experience of key project personnel.

1) Biographical data shall include the following:

- a) Name of individual.
- b) Company employed by.
- c) Company position title.
- d) Years with the company.
- e) Describe work experience with projects that; were completed by the design build process, were medical facilities and the company (by name) they worked for when involved in the project.
- f) An indication of which (if any) projects submitted under Corporate Experience (above) the individual participated in and what the individuals responsibility was for that project.
- g) An indication of which other individuals submitted under Project Personnel Experience this individual has worked with and the project they worked on together, noting if that project has been submitted under Corporate Experience (above).
- h) Position that the individual will hold in regard to this contract/project team, description of duties and what percentage of the individual's time would be committed to the project during both the design and construction phases.
- i) Describe job related educational experience including degrees, certificates etc and granting institutions.
- j) Project specific experience in the local Denver metro construction market.

2) Supply this biographical data for key personnel for at least the following: (Note if one individual is proposed for more than one position listed):

- a) Overall Project Manager.
- b) (Architect) Design Project Manager.
- c) Construction Project Manager.

- d) Architect/Engineer Field Representative.
- e) Construction Superintendent.

c. **Technical/Management Approach** - The Offeror shall demonstrate the following, relevant to the subject procurement.

1) Project Delivery Philosophy - Include expectation statements concerning:

(a) Elements for Successful Partnering: Communication, Commitment and Conflict Resolution.

(b) Proposed Design Period Peer Review process (technical/administrative by VA & RFP AE).

2) Quality Assurance/Quality Control Plan

3) Project Organizational Chart and Narrative - Include team members submitted under Project Personnel Experience above. Clearly describe the prime responsible firm (or firms if a J/V) and individuals listed above as well as the roles and responsibilities of individuals proposed as consultants and sub contractors. Provide a list all consultants and all proposed major subcontractors, including telephone number, address, and name of contact.

4) Capability to perform:

(a) Provide the offeror's current workload and availability of adequate staff listed under Project Personnel Experience to manage the project. Include project schedules for current and pending projects, as well as the anticipated impact of this project on those schedules and staffing plans.

5) Phasing Plan:

The Offeror shall describe in a written narrative the plan for phasing the work so that the facility remains operational during construction. The narrative will also detail how the contractor intends to prepare the site, disassemble, relocate, reassemble, and reactivate utility services to the facility within any specified time limits.

6) Plan to Contain Sewer Water:

The Offeror shall describe in a written narrative the plan to control and dispose of the sewer water while replacing sewer piping.

7) Patient Care Environmental Control:

The Offeror shall describe in a written narrative the Contractor's proposal to guarantee patient care environmental requirements are met, specifically the contractor's plan to provide Heating and Cooling if systems are down outside the specified months as noted in the scope of work.

**Tab 2. Past Performance:**

**a. Past Performance** (Client Satisfaction) - Contact persons supplied for projects submitted under Construction Management -Corporate Project Experience above may be contacted by the Evaluation Panel. Contact's responses will be evaluated and rated as follows:

- (1) Completed construction projects on schedule
- (2) Quickly mobilized labor, material, and equipment resources
- (3) Change order rate, material submittal submissions and request for modifications
- (4) Provided effective on-site supervision
- (5) Project superintendant/project manager job performance/experience
- (6) *Executed project successfully and professionally*
- (7) Adhere to project schedules
- (8) Partnering
- (9) Job Safety
- (10) Responsive to government needs
- (11) Accurately prepared shop drawings
- (12) As-builts / Drawings submitted timely
- (13) Adherence to contract close-out procedures
- (14) Unexpected Maintenance or latent defects
- (15) Overall Customer Satisfaction

**Tab 3. Schedule:**

a. The progress schedule will be in a time scaled bar graph format. The horizontal axis will be scaled for time beginning with the Notice to Proceed and concluding with contract completion. The vertical axis will show the milestones and major portions of the contract work. All schedule items will show a start date and a completion date. The detailed schedule will indicate specific tasks with dates for each step of the process including:

- 1) Design Period: The design period NTP, sub periods (i.e., first and second reviews, other meetings, internal QUALITY ASSURANCE /QUALITY CONTROL plan reviews, etc.).
- 2) Construction Period: NTP; Mobilization; Submittals; Demolition method and sequencing; Phasing; Procurement and installation of equipment; Provisions for overtime or shift work; Site utilities; Tests and final inspection; punch list items; as-builts and O&Ms, etc.
- 3) General Project Delivery Schedule and Narrative - Show relationships between construction document development/completion (including required review activities) and construction activities.