

REQUEST FOR LEASE
PROPOSAL
NO. VA69D-12-R-0367
VA COMMUNITY
SUPPORT PROGRAM
MADISON, WI

**Offers due by
7/23/2012**

In order to be considered for award, offers conforming to the requirements of the RLP shall be received no later than 4:00 PM CST on the date above. See "Receipt Of Lease Proposals" herein for additional information.

This Request for Lease Proposals ("RLP") sets forth instructions and requirements for proposals for a Lease described in the RLP documents. Proposals conforming to the RLP requirements will be evaluated in accordance with the Method of Award set forth herein to select an Offeror for award. The Government will award the Lease to the selected Offeror, subject to the conditions herein.

**STANDARD RLP
GSA FORM R101C (September 2011)**

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REQUEST FOR LEASE PROPOSALS NO. VA69D- 12-R-0367

6/21/12
STANDARD RLP GSA FORM R101C (September
2011)

SECTION 1 STATEMENT OF REQUIREMENTS

1.01 GENERAL INFORMATION (AUG 2011)

A. This Request for Lease Proposals ("RLP") sets forth instructions and requirements for proposals for a Lease described in the RLP documents. Proposals conforming to the RLP requirements will be evaluated in accordance with the Method of Award set forth below to select an Offeror for award. The Government will award the Lease to the selected Offeror, subject to the conditions below.

B. Included in the RLP documents is a Lease Form (Form L201-C) setting forth the Lease Term and other terms and conditions of the Lease contemplated by this RLP and a Lease Proposal Form (Form 1364C) on which Offerors shall submit its offered rent and other price data, together with required information and submissions. The Lease clause titled "Definitions and General Terms" shall apply to the terms of this RLP.

C. **Do not attempt to complete the Lease Form (Form L201-C) at this time.** Upon selection for award, the Government will transcribe the successful Offeror's final offered rent and other price data included on the Lease Proposal Form (1364C) into the Lease form, and transmit the completed Lease Form, together with appropriate attachments, to the successful Offeror for execution. Neither the RLP nor any other part of an Offeror's proposal shall be part of the Lease except to the extent expressly incorporated therein. The Offeror should review the completed Lease Form for accuracy and consistency with the successful offer data on the Offeror's Form 1364C, sign the first page, initial each subsequent page of the Lease, and return it to the Lease Contracting Officer ("LCO").

D. The Offeror's executed Lease shall constitute a firm offer. No Lease shall be formed until the LCO executes the Lease.

1.02 AMOUNT AND TYPE OF SPACE AND LEASE TERM (AUG 2011)

A. The Government is seeking a minimum of 6000 to a maximum of 7,000 of Net Usable Square Feet (NUSF) of contiguous space within the Area of Consideration set forth below.

B. The space shall be located in a modern quality building of sound and substantial construction with a facade of stone, marble, brick, stainless steel, aluminum or other permanent materials in good condition and acceptable to the LCO. If not a new building, the space offered shall be in a building that has undergone, or will complete by occupancy, modernization or adaptive reuse for the space with modern conveniences;

The Government requires minimum of 10 reserved and marked parking spaces and 85 general parking spaces. These spaces must be secured and lit in accordance with the Security Requirements set forth in the Lease. The cost of this parking shall be included as part of the rental consideration. A minimum 95 on-site vehicle parking spaces, paved and striped, must be provided for use by patients, staff, and official government vehicles, and must be included as part of the rental consideration. Of these, Ten (10) spaces must be provided close to the building main entrance and designated for use by the handicapped. Parking and drive facilities must be kept pot hole free and repaved, seal coated and restriped as necessary to assure the surface is sound and safe for patients and staff. Parking striping is required for all spaces utilized by the VA. Parking bumpers are desirable. The cost of constructing new or improving existing parking and drive facilities shall be the lessor's responsibility.

C. As part of the rental consideration, the Government may require use of part of the building roof for the installation of antenna(s). If antenna space is required, specifications regarding the type of antenna(s) and mounting requirements are included in the agency specific requirements information provided with this RLP.

D. 10 Year Lease, (5 Years Firm, and one 5 Year Option period)

1.03 AREA OF CONSIDERATION (AUG 2011)

The Government is requesting space in a 2 mile radius of VA Medical Center 2500 Overlook Terrace Madison WI area bounded as follows:

Buildings that have frontage on the boundary streets are deemed to be within the delineated area of consideration.

1.04 NEIGHBORHOOD, PARKING, AND LOCATION AMENITIES, AND PUBLIC TRANSPORTATION (APR 2011)

LOCATION: INSIDE OR OUTSIDE CITY CENTER

A. INSIDE CITY CENTER: Space shall be located in a prime commercial office district with attractive, prestigious, and professional surroundings with a prevalence of modern design and/or tasteful rehabilitation in modern use. Streets and public sidewalks shall be well maintained. A variety of inexpensive or moderately priced fast-food and/or eat-in restaurants must be located within the immediate vicinity of the building, but generally not exceeding 1000 yards (a walkable ½ mile) of the employee entrance of the offered building, as determined by the LCO. Other employee services, such as retail shops, cleaners, and banks, must also be located within the immediate vicinity of the building, but generally not exceeding 1000 yards (a walkable ½ mile) of the employee entrance of the offered building, as determined by the LCO. A commuter rail, light rail, or subway station must be located within the immediate vicinity of the building, but generally not exceeding 1000 yards (a walkable ½ mile), as determined by the LCO. Alternatively, two or more public or campus bus lines usable by tenant occupants and their customers shall be located within the immediate vicinity of the building, but generally not exceeding 500 yards (a walkable ¼ mile), as determined by the LCO. Bus lines must have stops near the leased property (within 500 yards as stipulated above), and not requiring the tenant occupants or their customers to cross busy thoroughfares without clearly defined and controlled intersections or pedestrian walkways. Amenities must currently exist or the Offeror must demonstrate to the Government's reasonable satisfaction that such amenities will exist by the Government's required occupancy date.

1.05 LIST OF RLP DOCUMENTS (APR 2011)

The following documents are incorporated by reference, as though fully set forth herein:

DOCUMENT NAME
Lease No. VA69D-L-0035 (GSA Form L201-C)
Proposal to Lease Space (GSA Form 1364C)
Lessor's Annual Cost Statement (GSA Form 1217)
Solicitation Provisions (GSA Form 3516)
Representations and Certifications (GSA Form 3518)
Pre-lease Fire Protection and Life Safety Evaluation for an Office Building (GSA Form 12000, Part A or Part B)
General Clauses (GSA Form 3517B)

1.06 AMENDMENTS TO THE RLP (APR 2011)

This RLP may be amended by notice from the LCO. Amendments may modify the terms of this RLP, or the terms, conditions, and requirements of the Lease contemplated by the RLP (including the Agency Specific Requirements).

1.07 LEASE DESCRIPTION (AUG 2011)

Offerors shall examine the Lease form included in the RLP documents to understand the Government's and the Lessor's respective rights and responsibilities under the contemplated Lease.

The Lease contemplated by this RLP is included in the RLP documents, and includes:

- A. The term of the Lease, and renewal option, if any.
- B. Terms and Conditions of the Lease, including Definitions, Standards, and Formulas applicable to the Lease and this RLP.
- C. Building Shell standards and requirements.
- D. Information concerning the agency's tenant improvements (TIs) requirements, to be supplemented after award.
- E. A description of all services to be provided by the Lessor.

Should the Offeror be awarded the Lease, the terms of the Lease will be binding upon the Lessor without regard to any statements contained in this RLP. Notwithstanding the foregoing, the following is provided to assist Offerors in understanding the nature of the Lease.

The Lease contemplated by this RLP is a fully serviced Lease. Rent will be based upon a proposed rental rate per rentable square foot (RSF), limited by the offered rate and the maximum NUSF square feet solicited under this RLP. Offerors are encouraged to consider the use of existing fit-out and other improvements to minimize waste. However, any existing improvements must be deemed equivalent to Lease requirements for new construction, and Offerors are

cautioned to consider those requirements before assuming efficiencies in its TI costs resulting from use of existing improvements.

After award the Lessor must prepare Design Intent Drawings (DIDs) for the leased space conforming to VA-Specific Requirements. The Government will have the opportunity to review the Lessor's DIDs to determine that the Lessor's design meets the requirements of the Lease. Only after the Government approves the DIDs and a final price for TIs is negotiated will the Lessor be released to proceed with TIs. The Lease also provides that the Government may modify the Tenant Improvement requirements, subject to the Lessor's right to receive compensation for such changes.

Upon completion and acceptance of the leased space (substantial completion), the space will be measured for establishing the actual annual rent, and the Lease term shall commence upon the LCO receipt of the Certificate of Occupancy (CofO). During the term of the Lease, there will be no adjustments to the rental rate, regardless of property tax or other operating cost increases to the Lessor.

Finally, Offerors should understand that doing business with the Government carries special responsibilities with respect to sustainability, fire protection and life safety, and security, as well as other requirements not typically found in private commercial leases. These are set forth both in the Lease form and in the attached Form 3517B, which will be part of the Lease.

1.08 RELATIONSHIP OF RLP BUILDING MINIMUM REQUIREMENTS AND LEASE OBLIGATIONS (APR 2011)

The Lease establishes various requirements relating to the building shell; such requirements are not deemed Tenant Improvements. Certain of these requirements are established as minimum requirements in this RLP. If the Lessor's building does not meet the requirements at the time of award, the Lessor may still be awarded the Lease. However, as a condition of award, the Lessor will be required to identify those building improvements that will bring the building into compliance with RLP requirements. Upon award of the Lease, completion of those building improvements will become Lease obligations.

1.09 GSAR 552.270-9 INSPECTION—RIGHT OF ENTRY (APR 2011)

A. At any time and from time to time after receipt of an offer (until the same has been duly withdrawn or rejected), after acceptance thereof and during the term, the agents, employees and contractors of the Government may, upon reasonable prior notice to Offeror or Lessor, enter upon the offered premises or the premises, and all other areas of the building access to which is necessary to accomplish the purposes of entry, to determine the potential or actual compliance by the Offeror or Lessor with the requirements of the solicitation or this lease, which purposes shall include, but not be limited to:

1. Inspecting, sampling, and analyzing of suspected asbestos-containing materials and air monitoring for asbestos fibers.
2. Inspecting the heating, ventilation and air conditioning system, maintenance records, and mechanical rooms for the offered premises or the premises.
3. Inspecting for any leaks, spills, or other potentially hazardous conditions which may involve tenant exposure to hazardous or toxic substances.
4. Inspecting for any current or past hazardous waste operations, to ensure that appropriate actions were taken to alleviate any environmentally unsound activities in accordance with Federal, state, and local law.

B. Nothing in this clause shall be construed to create a Government duty to inspect for toxic materials or to impose a higher standard of care on the Government than on other lessees. The purpose of this clause is to promote the ease with which the Government may inspect the building. Nothing in this clause shall act to relieve the Lessor of any duty to inspect or liability which might arise because of Lessor's failure to inspect for or correct a hazardous condition.

1.10 AUTHORIZED REPRESENTATIVES (AUG 2011)

With respect to all matters relating to this RLP, only the Government's LCO designated below shall have the authority to amend the RLP and award a Lease. The Government shall have the right to substitute its LCO without notice or express delegation by the prior LCO. All lease award or modification actions will be signed by the LCO. All other matters will be administered by the Alternate Government Contact.

Lease LCO:

James R. Hedman
115 South 84th Street, Suite 101
Milwaukee, WI 53214
414 844-4821
414 844-4878 Fax
James.Hedman@va.gov

As to all other matters, Offerors may contact the Alternate Government Contact designated below.

Alternate Government Contact:

Elester Wilbern
115 South 84th Street, Suite 101
Milwaukee, WI 53214
414 384-2000 ext 43263
414 844-4878 Fax
Elester.wilbern2@va.gov

SECTION 2 ELIGIBILITY AND PREFERENCES FOR AWARD

2.01 EFFICIENCY OF LAYOUT (AUG 2011)

A. In order to be acceptable for award, the offered space must provide for an efficient layout as determined by the LCO.

B. To demonstrate potential for efficient layout, the Government may request the Offeror to provide a test fit layout at the Offeror's expense. The Government will advise the Offeror if the test fit layout demonstrates that the Government's requirement cannot be accommodated within the space offered. The Offeror will have the option of increasing the rentable square footage offered, if it does not exceed the maximum rentable square footage in this RLP offer package. If the Offeror is already providing the maximum rentable square footage and cannot house the Government's space requirements efficiently, then the Government will advise the Offeror that the offer is unacceptable.

2.02 FLOOD PLAINS (APR 2011)

An award of contract will not be made for any offered property located within a 100-year floodplain unless the Government has determined that there is no practicable alternative. An Offeror may offer less than its entire site in order to exclude a portion of the site that falls within a floodplain, so long as the portion offered meets all the requirements of this RLP. If an Offeror intends that the offered property that will become the demised premises for purposes of this lease will be something other than the entire site as recorded in tax or other property records the Offeror shall clearly demarcate the offered property on its site plan/map submissions and shall propose an adjustment to property taxes on an appropriate pro rata basis. For such an offer, the Contracting Officer may, in its sole discretion, determine that the offered property does not adequately avoid development in a 100-year floodplain.

2.03 SEISMIC SAFETY (LOCATIONS IN GSA REGIONS OTHER THAN 8, 9, AND 10) (AUG 2011)

A. All offers received in response to this RLP will be evaluated to determine whether the offers fully meet National Institute of Standards and Technology (NIST) NISTIR 5382, Interagency Committee on Seismic Safety in Construction (ICSSC) RP 4, Standards of Seismic Safety for Existing Federally Owned or Leased Buildings, as modified below. If any offers are received that fully meet seismic safety requirements, other offers that do not fully meet these requirements will not be considered. If no offers are received that fully meet seismic safety requirements, only offers that substantially meet seismic safety requirements will be considered. If no offers are received that fully or substantially meet seismic safety requirements, LCO may elect to make no lease award.

B. "Fully meet" as used herein with regard to the seismic safety requirements means that the Offeror has provided a written certification (example available from the LCO) with the initial offer, from a licensed structural engineer certifying that both the building design and construction are in full compliance with the life-safety performance level of NISTIR 5382, ICSSC RP 4, Standards of Seismic Safety for Existing Federally Owned or Leased Buildings, AS MODIFIED HEREIN:

1. FEMA-178, NEHRP Handbook for the Seismic Evaluation of Existing Buildings, will be replaced with FEMA-310, Handbook for the Seismic Evaluation of Buildings: A Prestandard.

2. Section 1.3.1, Post-Benchmark Buildings (Table 1: Advisory Benchmark Years) will be replaced with the table below.

FEMA 178 ¹	Building Type	BOCA	SBCC	UBC	ANSI	NEHRP
1, 2	Wood Frame, Wood Shear Panels	**	**	1949	**	**
3	Steel Moment Resisting Frame (MRF)	1987	1991	1976	1982	1985
4	Steel Braced Frame	1990	1991	1988	*	1991
5	Light Metal Frame	*	*	*	*	*
6	Steel Frame w/Concrete Shear Walls	1987	1991	1976	1982	1985
8	Reinforced Concrete Moment Resisting Frame	1987	1991	1976	1982	1985
9	Reinforced Concrete Shear Walls w/o MRF	1987	1991	1976	1982	1985
10,7	Steel or Concrete Frame w/URM Infill	*	*	*	*	*
11	Tilt-up Concrete	1987	1991	1973	1982	1985
12	Precast Concrete Frame	*	*	*	*	*
13, 14	Reinforced Masonry	1987	1991	1976	1982	1985
15	Unreinforced Masonry (URM)	*	*	*	*	*

* Indicates no benchmark year (no comprehensive seismic requirements for these buildings exist).

** Local provisions for wood construction need to be compared to 1949 UBC to determine benchmark year.

BOCA—Building Officials and Code Administrators, National Building Code.

SBCC—Southern Building Code Congress International, Standard Building Code.

UBC—International Conference of Building Officials, Uniform Building Code.

ANSI—American National Standards Institute, A58.1, Minimum Design Loads for Buildings and Other Structures.

NEHRP—Recommended Provisions for the Development of Seismic Regulations for New Buildings and Other Structures, Federal Emergency Management Agency

3. Section 1.3.2, Leased Buildings, shall be revised as follows:

a. Buildings leased by the Federal Government are exempt from these standards if both of the following apply:

i. The leased space is 10,000 rentable square feet or less AND

ii. The Federal Government leases less than 50 percent (%) of the total building square footage.

4. FEMA-310, Handbook for the Seismic Evaluation of Buildings: A Prestandard, can be obtained at www.degenkolb.com/0_0_Misc/0_1_FEMADocuments/fema310/prestd.html.

5. NISTIR 5382, ICSSC RP 4, Standards of Seismic Safety for Existing Federally Owned or Leased Buildings, can be obtained from the Building and Fire Research Laboratory, National Institute of Standards and Technology, Gaithersburg, MD 20899, or at <http://fire.nist.gov/bfrlpubs/build94/PDF/b94037.pdf>

C. "Substantially meets" as used herein with regard to the seismic safety requirements will be determined by the Government based upon the Offeror's evaluation by a licensed structural engineer that specifically describes all exceptions to full compliance with the Model Building Seismic Design Provisions as shown in the Benchmark Buildings table above. The Offeror shall evaluate the building by using FEMA-310 and shall identify all deficiencies. Documentation of this evaluation shall be made available to the Government.

2.04 ASBESTOS (APR 2011)

A. Offers are requested for space with no asbestos-containing materials (ACM), or with ACM in a stable, solid matrix (e.g., asbestos flooring or asbestos cement panels), which is not damaged or subject to damage by routine operations. For purposes of this paragraph, "space" includes the 1) space offered for lease; 2) common building area; 3) ventilation systems and zones serving the space offered; and 4) the area above suspended ceilings and engineering space in the same ventilation zone as the space offered. If no offers are received for such space, the Government may consider space with thermal system insulation ACM (e.g., wrapped pipe or boiler lagging), which is not damaged or subject to damage by routine operations.

B. ACM is defined as any materials with a concentration of greater than 1 percent by dry weight of asbestos.

C. Space with ACM of any type or condition may be upgraded by the Offeror to meet conditions described in paragraph A by abatement (removal, enclosure, encapsulation, or repair) of ACM not meeting those conditions. If any offer involving abatement of ACM is accepted by the Government, the successful Offeror will be required to

¹ The 15 common building types as they are defined in FEMA-178.

successfully complete the abatement in accordance with OSHA, EPA, Department of Transportation (DOT), state, and local regulations and guidance prior to occupancy.

D. Management Plan. If space is offered which contains ACM, the Offeror shall submit an asbestos-related management plan for acceptance by the Government prior to lease award. This plan shall conform to EPA guidance.

2.05 ACCESSIBILITY (AUG 2011)

The Lease contemplated by this RLP contains building requirements for Accessibility (complete space must be ADA compliant). In order to be eligible for award, Offerors must either:

- A. Verify in the Lease proposal that the building in which space is offered meets the Lease requirements, or
- B. Include as a specific obligation in its Lease proposal that improvements to bring the building into compliance with Lease requirements will be completed prior to acceptance of the Space.

2.06 FIRE PROTECTION AND LIFE SAFETY (AUG 2011)

The Lease contemplated by this RLP contains building requirements for Means of Egress, Automatic Fire Sprinkler System, and Fire Alarm System. In order to be eligible for award, Offerors must either:

- A. Verify in the Lease proposal that the building in which space is offered meets the Means of Egress, Automatic Fire Sprinkler System, and Fire Alarm System requirements of the Lease.
- B. Include as a specific obligation in its Lease proposal that improvements to bring the building into compliance with Lease requirements will be completed prior to acceptance of the Space.

2.07 SECURITY (APR 2011)

The Lease contemplated by this RLP contains building requirements and other obligations relating to Security. Reference the paragraph titled "List of RLP Documents" for any additional security requirements. In order to be eligible for award, the Offeror shall provide a Pre-Lease Building Security Plan with its offer that addresses its compliance with the Lease Security Requirements.

Building Security - The lessor shall provide a security system, (at lessor's expense) to alarm upon illegal entry or loitering in the leased space and to prevent unauthorized entry 24 hours, 7 days per week. The preferred system will have intrusion/motion detectors at each entrance to the clinic space that alarm locally at the site and to a remote monitoring location. The remote monitoring company shall be in the business full-time, shall be approved by the Contracting Officer, with all monitoring costs borne by the landlord for the term of the lease Lessor shall install keypad to arm/disarm the building at directed by VA COR. The cost of security services will be factored into the lease rate.

2.08 ENERGY INDEPENDENCE AND SECURITY ACT (AUG 2011)

A. The Energy Independence and Security Act (EISA) establishes requirements for Government leases relating to energy efficiency standards and potential cost effective energy efficiency and conservation improvements.

B. Unless one of the statutory exceptions listed in paragraph C applies, the Government may award a lease for a building only if the building has earned the ENERGY STAR® Label conferred by the Environmental Protection Agency (EPA) within the most recent 12 months prior to the due date for final proposal revisions. For example, an ENERGY STAR® Label awarded by EPA on October 1, 2010, is valid for all lease procurements where final proposal revisions are due on or before September 30, 2011. All new buildings being specifically constructed for the Government must achieve an ENERGY STAR® Label within 18 months after occupancy by the Government.

C. EISA allows a Federal agency to lease space in a building that does not have an ENERGY STAR® Label if:

- 1. No space is offered in a building with an ENERGY STAR® Label that meets RLP requirements, including locational needs;
- 2. The agency will remain in a building it currently occupies;
- 3. The lease will be in a building of historical, architectural, or cultural significance listed or eligible to be listed on the National Register of Historic Places; or
- 4. The lease is for 10,000 rentable square feet or less.

D. If one or more of the statutory exceptions applies, and the offered space is not in a building that has earned the ENERGY STAR® Label within one year prior to the due date for final proposal revisions, Offerors are required to

include in their lease proposal an agreement to renovate the building for all energy efficiency and conservation improvements that it has determined would be cost effective over the firm term of the lease, if any, prior to acceptance of the space (or not later than one year after the Lease Award Date of a succeeding or superseding lease). Such improvements may consist of, but are not limited to, the following:

1. Heating, Ventilating, and Air Conditioning (HVAC) upgrades, including boilers, chillers, and Building Automation System (BAS)/Monitoring/Control System (EMCS).
2. Lighting Improvements.
3. Building Envelope Modifications.

NOTE: Additional information can be found on [HTTP://WWW.GSA.GOV](http://www.GSA.GOV) under "Sustainability."

E. The term "cost effective" means an improvement that will result in substantial operational cost savings to the landlord by reducing electricity or fossil fuel consumption, water, or other utility costs. The term "operational cost savings" means a reduction in operational costs to the landlord through the application of building improvements that achieve cost savings over the firm term of the lease sufficient to pay the incremental additional costs of making the building improvements.

F. Instructions for obtaining an ENERGY STAR® Label are provided at [HTTP://WWW.ENERGYSTAR.GOV](http://www.ENERGYSTAR.GOV). ENERGY STAR® tools and resources can be found at [WWW.ENERGYSTAR.GOV](http://www.ENERGYSTAR.GOV). The ENERGY STAR® Building Upgrade Manual ([HTTP://WWW.ENERGYSTAR.GOV/](http://www.ENERGYSTAR.GOV/)) and Building Upgrade Value Calculator at [HTTP://WWW.ENERGYSTAR.GOV/INDEX.CFM?C=COMM_REAL_ESTATE.BUILDING_UPGRADE_VALUE_CALCULATOR](http://www.ENERGYSTAR.GOV/INDEX.CFM?C=COMM_REAL_ESTATE.BUILDING_UPGRADE_VALUE_CALCULATOR) are tools which can be useful in considering energy efficiency and conservation improvements to buildings.

G. If one or more of the statutory exceptions applies, and the offered space is not in a building that has earned the ENERGY STAR® Label within one year prior to the due date for final proposal revisions, the successful Offeror will be excused from performing any agreed-to energy efficiency and conservation renovations if it obtains the Energy Star Label prior to the Government's acceptance of the space (or not later than one year after the Lease Award Date for succeeding and superseding leases).

H. If no improvements are proposed, the Offeror must demonstrate to the Government using the ENERGY STAR® Online Tools why no energy efficiency and conservation improvements are cost effective. If such explanation is unreasonable, the offer may be rejected.

- I. All new buildings being specifically constructed for the Government must achieve the ENERGY STAR® Label within 18 months after occupancy by the Government.

SECTION 3 HOW TO OFFER

3.01 GENERAL INSTRUCTIONS (APR 2011)

Offerors are required to prepare a complete offer, using the forms provided with this RLP, and submit the completed lease proposal package to the Government as indicated below.

3.02 RECEIPT OF LEASE PROPOSALS (SEPT 2011)

A. Offeror is authorized to transmit its lease proposal as an attachment to an email. Offeror's email shall include the name, address and telephone number of the Offeror, and identify the name and title of the individual signing on behalf of the Offeror. Offeror's signed lease proposal must be saved in a generally accessible format (such as portable document format (pdf) – do not submit .tif documents), which displays a visible image of all original document signatures, and must be transmitted as an attachment to the email. Only emails transmitted to, and received at, the Government email address identified in the request for lease proposals will be accepted. Offeror submitting a lease proposal by email shall retain in its possession, and make available upon the Government's request, its original signed proposal. Offeror choosing not to submit its proposal via email may still submit its lease proposal by United States mail or other express delivery service of Offeror's choosing.

B. In order to be considered for award, offers conforming to the requirements of the RLP shall be received in one of the following ways:

1. No later than **4:00 PM CST** on the following date at the following designated office and address:

Date: **7/23/2012**
Office: **Department of Veterans Affairs, GLAC (69D)**
Address: **115 South 84th Street, Suite 101**
Milwaukee, WI 53214

2. No later than **4:00 PM** Local Time on the following date at the following email address:

Date: **7/23/2012**
Email: **Elester.wilbern2@va.gov**
Address:

C. Offers sent by United States mail or hand delivered (including delivery by commercial carrier) shall be deemed late if delivered to the address of the office designated for receipt of offers after the date and time established for receipt of offers.

D. Offers transmitted through email shall be deemed late if received at the designated email address after the date and time established for receipt of offers unless it was received at the initial point of entry to the Government infrastructure not later than 5:00 p.m. one working day prior to the date specified for receipt of proposals.

E. Offerors delivered through any means authorized by the RLP may be also deemed timely if there is acceptable evidence to establish that it was received at the Government installation designated for receipt of proposals and was under the Government's control prior to the time set for receipt of proposals; or if it was the only proposal received.;

F. There will be no public opening of offers, and all offers will be confidential until the lease has been awarded. However, the Government may release proposals outside the Government such as to support contractors to assist in the evaluation of offers. Such Government contractors shall be required to protect the data from unauthorized disclosure

3.03 PRICING TERMS (AUG 2011)

A. Building Security Unit Price List.

B. GSA Form 3518, Representations and Certifications. **NOTE:** This must be completed and signed by the Owner, not a representative.

3.04 BUILDING AND SITE INFORMATION (AUG 2011)

Offeror shall also submit with its offer the information concerning and documentation of the following:

A. Satisfactory evidence of at least a conditional commitment of funds in an amount necessary to prepare the space. Such commitments shall be signed by an authorized bank officer, or other legally authorized financing official, and at a minimum shall state: amount of loan, term in years, annual percentage rate, and length of loan commitment.

B. Compliance with local zoning laws, including evidence of variances, if any, approved by the proper local authority.

C. Evidence of ownership or control of site.

D. If claiming an historic preference in accordance with the Historic Preference in RLP Section 2, Eligibility and Preferences for Award, Offeror must submit one of the following as documentation that the property is historic or the site of the offered property is within a historic district: a letter from the National Park Service stating that the property is listed in the National Register of Historic Places or eligible for listing, with a date of the listing/decision; a letter from the State Historic Preservation Office stating that the property is listed in the National Register of Historic Places, or on a statewide register, or eligible for inclusion, with a date of the listing/decision; or, the National Register of Historic Places Identification Number and date of listing available from the National Register of Historic Places Database found at www.nps.gov/nr.

E. If there is a potential for conflict of interest because of a single agent representing multiple owners, present evidence that the agent disclosed the multiple representation to each entity and has authorization from each ownership entity offering in response to this RLP package. Owners and agents in conflicting interest situations are advised to exercise due diligence with regard to ethics, independent pricing, and Government procurement integrity requirements. In such cases, the Government reserves the right to negotiate with the owner directly.

F. The Offeror must have an active registration in the Central Contractor Registration (CCR) System (via the Internet at [HTTP://WWW.CCR.GOV](http://WWW.CCR.GOV)) prior to submission of revised final proposals.

G. The Offeror must submit the Fire Protection and Life Safety (FPLS) Information in subparagraph A with its offer unless the building meets either exemption 2. or 3. below.

1. FPLS Submittals

- a. Completed GSA Form 12000, Pre-lease Fire Protection and Life Safety Evaluation for an Office Building (Part A or PART B, as applicable).
 - b. A copy of the previous year's fire alarm system maintenance record showing compliance with the requirements in NFPA 72 (if a system is installed in the building).
 - c. A copy of the previous year's automatic fire sprinkler system maintenance record showing compliance with the requirements in NFPA 25 (if a system is installed in the building).
 - d. A valid building Certificate of Occupancy (C of O) issued by the local jurisdiction. If the building C of O is not available or the local jurisdiction does not issue a building C of O, a report prepared by a licensed fire protection engineer with their assessment of the offered space regarding compliance with all applicable local Fire Protection and Life Safety -related codes and ordinances.
2. If the space offered is 10,000 NUSF square feet or less in area and is located on the 1st floor of the building, Offeror is not required to submit to the Government the Fire Protection and Life Safety (FPLS) Information listed above.
3. If the Offeror provides a building certificate of occupancy obtained under any edition of the IBC, and the offered space meets or will meet all the requirements of the Lease with regard to Means of Egress, Automatic Fire Sprinkler System, and Fire Alarm System prior to occupancy, then Offeror is not required to submit to the Government the FPLS Information listed above.

H. A copy of pre-lease building security plan addressing offer compliance with lease security standards found in the lease .

I. Provide the legal description of the property and tax ID number associated with the property, copies of prior year tax notices and prior year tax bills, as well as any other information (such as a fact sheet, 5" wide x 3" high or larger color photograph, site plan, location map, and tax parcel map) in case of multiple tax parcels for an offered building, and any other information that may affect the assessed value, in order for the Government to perform a complete and adequate analysis of the offered property. The Offeror is to provide a detailed overview and documentation of any tax abatements on the property as outlined in Real Estate Tax Adjustment" paragraph of the lease.

J. A plan and short narrative as necessary to explain how the Offeror will meet the parking requirements

K. If the offered building is not a modern office building, provide the architectural plans for modernization.

L. If the offered building contains asbestos-containing materials, provide an asbestos management plan.

M. First generation plans of the entire floor or floors for which space is being offered, including a plan of the floor of exit discharge, scaled at 1/8" = 1'-0" (preferred) or of the offered building(s) must be provided.

1. All plans submitted for consideration shall include the locations of all exit stairs, elevators, and the space(s) being offered to the Government. In addition, where building exit stairs are interrupted or discontinued before the level of exit discharge, additional floor plans for the level(s) where exit stairs are interrupted or discontinued must also be provided.

2. All plans submitted for consideration shall have been generated by a Computer Aided Design (CAD) program which is compatible with the latest release of AutoCAD. The required file extension is .DWG. Clean and purged files shall be submitted on CD-ROM. Plans shall include a proposed corridor pattern for typical floors and/or partial floors. The CAD file showing the offered space should show the Poly-Line utilized to determine the square footage on a separate and unique layer. All submissions shall be accompanied with a written matrix indicating the layering standard to verify that all information is recoverable. All architectural features of the space shall be accurately shown.

2. Photo static copies are not acceptable. All architectural features of the space shall be accurately shown. If conversion or renovation of the building is planned, alterations to meet this RLP shall be indicated.

3. Plans shall reflect corridors in place or the proposed corridor pattern for both a typical full (single-tenant) floor and/or partial (multi-tenant) floor. The corridors in place or proposed corridors shall meet local code requirements for issuance of occupancy permits. If the offered space is above the first floor (or floor exiting at grade), provide plans for the first floor (or floor at grade) also.

4. The Government will review all plans submitted to determine if an acceptable level of safety is provided. In addition, the Government will review the common corridors in place and/or proposed corridor pattern to determine whether these achieve an acceptable level of safety as well as to verify that the corridors provide public access to all essential building elements. The Offeror will be advised of any adjustments that are required to the corridors for determining the NUSF space. The required corridors may or may not be defined by ceiling high partitions. Actual corridors in the approved layout for the successful Offeror's space may differ from the corridors used in determining the NUSF square footage for the lease award. Additional egress corridors required by the agency's design intent drawings will not be deducted from the NUSF square footage that the most efficient corridor pattern would have yielded.

N. As provided in the "Amount and Type of Space and Lease Term" paragraph in the Statement of Requirements Section of the RLP, advise whether there are existing vending facilities in the offered building which have exclusive rights in the building.

O. Provide evidence demonstrating amenities do or will exist by the Government's required occupancy date. Such evidence shall include copies of signed leases, construction contracts, or other documentation as deemed acceptable by the LCO.

P. No later than the due date for final proposal revisions, the Offeror of an existing building shall submit to the LCO proof of the ENERGY STAR® label from EPA for the most recent twelve months. For new construction, the Offeror must submit no later than the due date for final proposal revisions a Statement of Energy Design Intent (SEDI) using EPA's Target Finder, (http://www.energystar.gov/index.cfm?c=new_bldg_design.bus_target_finder), reflecting a Designed To Earn the ENERGY STAR® designation. (For new construction, as a condition of the Lease, the building must attain an ENERGY STAR® score of 75 or higher within 18 months after the Government's occupancy).

Q. If the offered existing building will not have an ENERGY STAR® label by the date of final proposal revisions, then in accordance with one of the statutory exceptions listed in the "Energy Independence and Security Act" paragraph herein, a written statement addressing which energy efficiency and conservation improvements (per the Energy Independence and Security Act paragraph) can be made to the building must be submitted. If no cost-effective improvements can be made, the Offeror must demonstrate to the Government using the ENERGY STAR® Online Tools in the RLP paragraph, entitled "ENERGY INDEPENDENCE AND SECURITY ACT," why no energy efficiency and conservation improvements are cost effective. This explanation will be subject to review by the LCO. If the explanation is considered unreasonable, the offer may be considered technically unacceptable.

R. If the Offeror requests any deviations, all deviations must be documented on Form 1364-C in block labeled "Additional Remarks or Conditions with Respect to this Offer". The Government at its sole discretion will make the decision whether or not to accept the deviation. If the Government agrees to any deviations in the General Clauses, other offerors will be advised of acceptable alternative(s). Any deviations must be requested prior to the request for Final Proposal Revisions.

3.05 OPERATING COSTS REQUIREMENTS INCLUDED IN OFFER (APR 2011)

The Government requires a fully serviced lease. The base for the operating costs adjustment will be established during negotiations based upon NUSF. The proposed methodology for operating costs adjustment shall include all items specified in the attached Lease document. The minimum requirements for normal hours, utilities, and janitorial services are specified in the attached Lease document. Services, utilities, and maintenance shall be provided by the Offeror as part of the rental consideration.

SECTION 4 METHOD OF AWARD

4.01 NEGOTIATIONS (AUG 2011)

Negotiations may be conducted on behalf of the Government by the Government LCO or their designated representative. When negotiations are conducted, the Government will negotiate the rental price for the initial term, any renewal periods, and any other aspect of the offer as deemed necessary. The Offeror shall not enter into negotiations concerning the space leased or to be leased with representatives of Federal agencies other than the LCO or their designee. The LCO or their designated representative will conduct oral or written negotiations with all Offerors that are within the competitive range. The competitive range will be established by the LCO based on cost or price and other factors (if any) that are stated in this RLP and will include all of the most highly rated proposals, unless the range is further reduced for purposes of efficiency. Offerors who are not included in the competitive range will be notified in writing.

All Offerors within the competitive range will be provided a reasonable opportunity to submit revisions to their initial offer including any cost or price, technical, or other revisions that may result from the negotiations. Negotiations will be closed with submission of Final Proposal Revisions.

4.02 AWARD:

EVALUATION OF OFFERS:

Evaluation of offers and subsequent award will be made on the basis of the following factors listed in order of descending importance:

- A. Location
- B. Building & Design Concept
- C. Past Performance
- D. Price

AWARD FACTORS:

In addition to price, offers will be evaluated against the following factors, which are listed in descending order of importance; The relative order of importance of the technical evaluation factors is as follows: Factors A through C are all technical evaluation factors and when combined are significantly more important than price.

A. Location: Degree of Access to Major Highways and Compatibility of Surrounding Land Usage: This factor considers ease of commuting for staff and patients, ease of public transportation, and traffic safety. This factor also considers the degree to which the proposed VA outpatient clinic will be located in a neighborhood consistent with commercial office use and security of patients and personnel, as well as opportunities for linkages with other healthcare providers and social service agencies.

B. BUILDING & DESIGN CONCEPT: Building Design refers to the technical excellence and the appropriateness of the design in meeting VA program needs and goals. VA will evaluate the plans, design concept narrative, and information obtained during the survey based upon the following, ability to accommodate the clinic layout, number and size of floors, column placement, and shape of footprint, placement of mechanical and plumbing core, number of parking spaces provided, and capacity for future expansion. Building efficiency, energy conservation, functionality, and building systems are key elements to be considered.

C. Past Performance: The Offeror shall provide a minimum of three property management performance references to be used by the VA to assess past performance.

References should include, contact names, current phone numbers, brief description of project completed, and contract dates.

In addition to the above, the Government may review any other sources of information for evaluating past performance. Other sources may include, but are not limited to, past performance information retrieved through the Past Performance Information Retrieval System (PPIRS) using all CAGE/DUNS numbers of team members (partnership, joint venture, teaming arrangement, or parent company/subsidiary/affiliate) identified in the offeror's proposal, inquiries of owner representative(s), and any other known sources not provided by the offeror.

While the Government may elect to consider data from other sources, the burden of providing detailed, current, accurate and complete past performance information rests with the Offeror.

D. Price:

4.03 PRESENT VALUE PRICE EVALUATION (JULY 2011)

A. No adjustment to the lease rate will be made based on annual Consumer Price Index, (CPI), changes for the duration of the lease. Anticipated CPI adjustments must be factored into the Lease/Rental rate.

B. The Offeror must submit plans and any other information to demonstrate that the rentable space yields NUSF space within the required NUSF range. The Government will verify the amount of NUSF square footage and will convert the rentable prices offered to NUSF prices, which will subsequently be used in the price evaluation.

C. Evaluation of offered prices will be based on the annual price per NUSF, including all required option periods. The Government will perform present value price evaluation by reducing the prices to a composite annual price per NUSF price, as follows:

1. Parking and ware-yard areas will be excluded from the total square footage but not from the price. For different types of space, the gross annual per NUSF sq. ft price will be determined by dividing the total annual rental by the total NUSF square footage excluding these areas.
2. Free rent will be evaluated in the year in which it is offered. The gross annual price is adjusted to reflect free rent.

3. The gross annual price will be discounted annually at 5 percent to yield a gross present value cost (PVC).
4. To the gross PVC will be added:
 - a. The cost of Government-provided services not included in the rental escalated at 2.5 percent compounded annually and discounted annually at 5 percent.
 - b. The annualized (over the full term) cost of any items, which are to be reimbursed in a lump sum payment (The cost of these items is present value; therefore, it will not be discounted.)
 - c. The annual price for parking to accommodate the minimum number of spaces required for government vehicles, if not included in the shell rent and charged separately. The price will be discounted annually at 5 percent.
 - d. ACTION REQUIRED: IF YOU ARE NOT SOLICITING A FULLY-SERVICED LEASE, AND ANY UTILITIES ARE NOT INCLUDED IN THE RENT, USE THIS PARAGRAPH AND DELETE the PRECEDING PARAGRAPH "OPERATING COSTS REQUIREMENTS INCLUDED IN OFFER."
 - e. The cost of relocation of furniture, telecommunications, replications costs, and other move-related costs, if applicable

4.04 AWARD (AUG 2011)

A. To document the agreement between the parties, the Successful Offeror and the Government LCO will execute a lease prepared by the Government, which incorporates the agreement of the parties. The lease shall consist of the following:

1. Standard Lease N. VA69D-12-L-0035 and all associated lease amendments.
2. GSA Form 3517B, General Clauses,
3. GSA Form 3518, Representations and Certifications for Acquisitions of Leasehold Interests in Real Property
4. The pertinent provisions of the offer
5. Floor plans of the offered space.

B. The acceptance of the offer and award of the lease by the Government occurs upon execution of the lease by the LCO.

C. Award is subject to availability of funding.

SECTION 5 REQUIREMENTS DEVELOPMENT PACKAGE

5.01 OI&T CABLING STANDARDS AND CRITERIA FOR DATA AND VOIP INSTALLATIONS

The Department of Veterans Affairs, Facilities Management Service, Project Planning, Contracting Officer's Representative (hereinafter referred to as the "COR"), and the Office of Information and Technology (hereinafter referred to as "OI&T") intends to upgrade the Information Transport Horizontal Data Cabling Infrastructure of its Outpatient Clinic (hereinafter referred to as the "OC"). The General Contractor, Cabling Contractor, or Certified Installer – as applicable to the contract (hereinafter referred to as the "Contractor") – shall be responsible for all parts, material, labor and all other associated apparatus necessary to completely install, test, certify and turn-over for acceptance to the OI&T/ COR, the Information Transport Cabling Infrastructure detailed herein. Include and supply all necessary labor, material, tools and equipment for the proper construction and installation of information transport cabling in accordance with this document, accompanying drawings, and manufacturer's specifications. The OI&T/ COR has a requirement to improve the horizontal data cabling infrastructure to enable 1Gbps throughput performance to its work areas. The existing voice cables and termination blocks will remain unchanged.

The Contractor will ensure that all projects will adhere to the following standards and criteria as defined by OI&T:

1. TELEPHONE/DATA EQUIPMENT:

Telephone/data outlets will be provided on the basis of one (1) per twelve (12) linear feet of wall surface. Coordinate outlet locations with electrical outlets for computer equipment. Outlets will be served by ¾" conduit through walls, stubbed above ceiling height, with two (2) Category 6E 4 Pair data cables and two (2) Category 6E 4 Pair voice cable at each location, running back to the data closet, terminated by OEM Certified contractor at the jack location and on contractor provided patch panel(s) and data rack(s). Cabling shall be 4 individually twisted pair 24 AWG insulated copper conductors, voice=green color; data=yellow color.

PUR6004GN-UY	(Panduit)	CAT6E 4 PAIR PVC CABLE BULK GREEN	1000'
PUR6004YL-U7	(Panduit)	CAT6E 4 PAIR PVC CABLE BULK YELLOW	1000'

Contractor shall provide and install a suitable (L5-20, L6-30, etc) receptacle, mounted in or near the rack space in the data closet for VA provided UPS connection. Provide and install sheets of ¾" plywood from floor to 6'-0" high along one wall of IT closet. VA IT staff will provide specific guidance on power plug connectors/terminations/patch panels, etc.

The government reserves the right to provide its own telephone service in the leased space.

Training room data jacks will be provided on the basis of one (1) every six (6) linear feet of wall surface.

General Requirements:

All telecommunications cabling and telecommunications physical space must conform to established industry standards (NEC, NFPA, OSHA, IEEE, EIA/TIA, etc.) including the following practices:

- Telecommunications equipment and other equipment supporting the building's security or communications interfacing may be located in wiring closets. Electrical service panels, HVAC equipment, natural gas or water control valves, etc. must be located elsewhere
- Length of any UTP cable run from patch panel in wiring closet to RJ-45 data jack at wall plate must not exceed 90 meters. If contractor cannot meet this requirement with a centrally located wiring closet, contractor must provide additional wiring closets conforming to the specifications outlined in this document.

Environmental/Electrical:

A telephone/data wiring closet must be provided, with dimensions of at least 10' x 10' in size. The floor must be sealed concrete or low static tile. It must have lighting controlled by a wall switch directly inside the closet by the entry. Lighting fixtures shall be flush-mounted, and shall ensure a lighting level of 100 foot-candles on working surfaces with a near (natural) light color rendition. Heating and cooling shall be provided in the closet to ensure 70 degrees F. 20-amp duplex or quad electrical receptacles must be located on each wall and each receptacle must be connected to one or more circuits that are isolated from receptacles outside the closet. Two of the receptacles must provide emergency power, and the receptacle should be red. The door must open outward to avoid collisions with network equipment or, if inward opening, provide at least five feet of clearance between the door and any network equipment. All perimeter walls for the IT closet shall extend from floor to roof deck above to prevent entry.

Equipment Mounting Hardware:

At the end of the room opposite from the entry, a contractor-provided 96"H x 24" W x 30" D four-post equipment rack made with 16 gauge steel components, supporting 52 rack spaces, UL Listed for 2,500 lbs. (Panduit CMR4P96) must be installed at a 90-degree angle to the wall. Vertical cable management must be provided by contractor and attached to each side of the rack (Panduit Patch Runner PRV8). Contractor must also provide horizontal cable management (Panduit SRBCT, Panduit NCMH2, Panduit NCMHAEF2, Panduit NCMHAEF4). VA OI&T staff will mount horizontal cable management after network electronics have been installed in the rack. The contractor will provide at least one two post standard rack(s) 96"H x 20.3" W x 6" D 6" channel steel for a UL Listed of 1,500 lbs load rating (Panduit R2P96S). The standard rack must be interoperable with the horizontal and vertical cable management supporting the 4 post equipment rack. The rack must be bolted to the floor for stability and oriented for easy access from front and back (ideally this would be at least 4-foot clearance, front and back). Racks must also be connected by grounding strip (Panduit CGK630U) and grounded to building ground through a busbar (approx ¼" x 4" x 12") of copper with tin plating which meets BICSI and J-STD-607 (Panduit GB4B0612TPI-1) and self-laminating labels to identify busbar to the building ground. All components are required to be installed by OEM certified installer of items provided for telecommunications closet.

Horizontal Cable Raceways:

All horizontal wire and cabling shall be installed in a raceway system within the telecommunications closet. This raceway should be supported from above the rack area with enough vertical space to allow for easy access to both the raceway and top of the rack system and a graceful entry from the above raceways to the equipment within the racks below. Waterfall devices provide the soft transition from the raceway above the racks to the devices below and should be installed in adequate numbers to facilitate the network hardware being deployed and additional waterfall devices provided to IT for current and future needs.

The raceway must run across the top of the rack in four directions each point meeting in the near center.

Racks are shown in the center of the diagram below with raceway running across the top to the full extent of the room, and two offset raceways tying into the main trunk of the raceway at one point left and one point right of the rackspace.

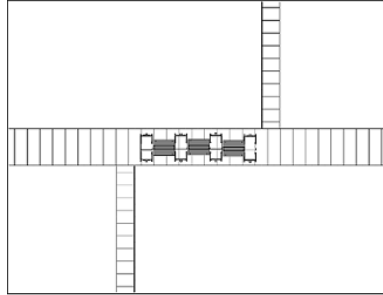


Illustration: Example of raceway position in Telecommunication Closet

VA OI&T staff will be responsible for the purchase and installation of network electronics and uninterruptible power supplies.

Adjacent to the T-style equipment rack, one or more walls must be covered with $\frac{3}{4}$ -inch fireproof plywood and painted white. A remote telephone switch requiring wall mounting will be provided and installed in this area by VA OI&T staff. Ideally, this should be the same or adjacent wall to where the Local Exchange Carrier point-of-presence equipment is or will be installed.

UTP Telecommunications Cabling:

Sufficient angled patch panels must be provided to match the number of UTP data/VOIP cable home runs from the new wiring closet to individual room locations, plus 10-15% for growth. These angled patch panels must be mounted with top panel starting at approximately 5.5 foot height of the contractor-provided equipment rack(s). The patch panels must be 48-port angled high-density patch panel with labels (Panduit Part No. CPPLA48WBL), supplied factory installed CFFPL4 type front removable snap-in faceplates, of cold rolled steel construction, able to accept modules for Cat5e and Cat6e, Fiber Optic and Coax with snap-in feature to allow for easy moves, adds and changes. Items ordered need to match our VA OI&T standard infrastructure and meet VA requirements for Quality Assurance of installation.

All UTP data/VOIP cable home runs must be terminated in the wiring closet in patch panels using the 568-A standard.

The provision of both data/VOIP cable runs and analog/digital voice cable runs provides flexibility for the location to support a mixture of PBX, VOIP and POTS voice services over time.

Cat 6E cabling should be used for all UTP cabling home runs (voice and data) (Panduit PUR6004GN-UY; PUR6004YL-U7). This cabling must meet or exceed the current industry standards for voice/data cabling and must be certified together with the telecommunications infrastructure installed by contractor to meet the VA Quality Assurance requirements. (Section 27 00 11 Communication Equipment Room Fittings). Contractor must also include in the procurement the necessary patch cabling to support each network jack that is installed. These cables should be green 7'(station) and yellow 10' (closet) cables supporting both the station side and the telecommunication closet. Once terminated, UTP cabling must be capable of supporting 10/100/1000-BASE-TX Ethernet traffic that will meet the VA requirements for signal level, signal speed, impedance, and system data error (Section 27 00 11 Communication Equipment Room Fittings). All UTP cabling home runs must be terminated by 569-B modular RJ-45 jacks that meet or exceed ANSI and IEEE Class E channel standards and that meet requirements of IEEE 802.3af and IEEE 802.3 for PoE applications (Panduit CJ688TGYL) yellow color jack for data, green color jack for voice in single gang, sloped vertical faceplate accepting 4 modules (Panduit CFP4SL4EIY). The standard network drop consists of two phones and two data jacks. A typical room requires one standard network drop per 50 nsf of space. Coordinate outlet locations with electrical outlets for computer equipment. Outlets will be served by $\frac{3}{4}$ " conduit through walls, stubbed above ceiling height, with two (2) Category 6 data cables and two (2) Category 6 voice cable at each location.

Labeling of Cabling Runs:

For ease of tracing, troubleshooting or relocation, cable jacket colors must be green for the voice jacks, yellow for the data jacks with corresponding color jacks in sloped wall plate. Each cable voice/data pulled to the telecommunications closet must be identified in the telecommunications closet to the corresponding room number.

Room numbers will be assigned by VA staff in advance of any cabling pulls.

Analog/digital and data/VOIP jacks are labeled alphanumerically based on the level location of the patch panel and the port number on the patch panel that corresponds to the room/jack in associated inside the telecommunication closet. Multiple installs of the 48 angled patch panels should be labeled with capital letters A-Z from the top of the rack down. A label below each jack must indicate the room number and sequential jack position within the room. As an example, upon entering a room, the first quad receptacle would be labeled room #-seq. #, such as 101-1, and continue around the room in clockwise order incrementing the sequence until all wall jacks are labeled. Further each jack within the quad receptacles will also need to be identified by identifying the panel and associated jack on that patch panel for each jack (Section 27 00 11 Communication Equipment Room Fittings).



Illustration 1: Sample sloped wall plate



Illustration 2: Example of jack identifiers NOT wall plate

Contractor must clearly label all patch panel jacks, 110-panel positions and cross-connects to match the labeling of the wall plate jacks.

Testing of Completed Cabling:

Once UTP data cabling has been pulled and terminated at both ends, the contractor must test each cable run to confirm that it is capable of supporting data transmission rates indicated above and conforms to cabling standards listed above. The contractor must supply a report documenting the test results. The report should be submitted in electronic format.

Wireless Infrastructure: The listing below is the requirements that must be provided to address wireless infrastructure for a new construction or renovation project.

1. Dimension of the building: This must be the longest length and largest width of the building or section of the renovated space.
2. Total Square Feet of the building: This must be the total foot print square foot of the new building or renovated space.
3. DWG document created from the engineering staff's AutoCAD application: The document must include the room numbers as well as the total dimension of the building. The AutoCAD DWG drawing must not be in design mode and must be attached to the Service Request ticket as well.
4. Ceiling height of the building: This is normally 10 feet, in some cases ceilings may be higher than normal and must be identified.
5. Clinical Services: List if inpatient mental health will be located in the new building or renovated space.
6. Specialized construction: Identify any areas where there will be specialized construction, such as 18" reinforced concrete walls.
7. Construction start date: The date the construction is to begin on the new building or renovated space.
8. Estimated construction completion date.
9. Wireless Clients: Types of wireless clients expected to be used at the new building or renovated space including Wireless VOIP clients. Total number of wireless clients expected to be deployed.

The System Contractor or subcontractor shall submit certified documentation that they have been an authorized distributor and service organization for the OEM for a minimum of three (3) years. The System Contractor shall be authorized by the OEM to certify and warranty the installed equipment. In addition, the OEM and System Contractor shall accept complete responsibility for the design, installation, certification, operation, and physical support for the System. This documentation, along with the System Contractor and OEM certification must be provided in writing as part of the Contractor's Technical Submittal.

5.02 SPACE REQUIREMENTS

Function	Space Requirements (NSF)	Number of Spaces	Total Space for Function
Madison CSP/CWT/Homeless Space Needs			
Reception	140	1	140
Waiting	300	1	300
Private Office	120	3	360
Shared Office - 2 staff	140	3	420
Cubicle Space	64	18	1152
Consult Rooms	120	5	600
Bathrooms	50	2	100
Conference Room	300	1	300
Conference/Therapy Room w/kitchen	300	1	300
Staff Break Room	240	1	240
Staff Locker/Closet	40	3	120
Computer Lab	260	1	260
Storage	100	3	300
Medication Room	100	1	100
Housekeeping Closet	60	1	60
IT closet	100	1	100
Sub Total			4852
Circulation Factor 1.29			1407.08
Total Usable Space			6259.08

Room Requirements

Reception Area (See table 1 for approximate dimensions)

- Built in counter between receptionist and waiting area
- Include below counter sliding drawers for typical office setting
- Provide solid surface countertop
- Multiple phone/computer connections
- Provide two (2) entrance doors, 1- exterior and 1- within the vestibule.
- Both doors are to be full glass, ADA compliant, with power door operators.
- Intercom system shall be installed in the vestibule requesting entrance from the receptionist area. Provide button for remote door actuator.

Waiting Area (See table 1 for approximate dimensions)

- Provide chair rail

Offices (Typical) (See table 1 for approximate dimensions)

- Provide for a minimum of 2 phone/data jack locations in each officer, with 2 data and 1 phone per jack location.
- Provide lockable doors.
- All Walls to extend from structural floors to roof deck/floor above.
- All walls are to have sound batting from floor to roof deck/floor above.
- All doors are to be solid core wood door, 1 3/4 "thick.
- All offices and cubicle workstations shall have panic buttons mounted under each desk, including consult rooms, reception and conference rooms. Panic button shall be Sentrol Model 3050 latching LED, connected to a supervised LynxNet input box, and connected to VA computer network. Contractor shall program all points into existing VA Lynx software program, as directed.

Bathrooms (Typical) (See table 1 for approximate dimensions) MUST BE ADA COMPLIANT

- Water closet
- Grab bars
- Lavatory, wall-hung, faucet center, automatic faucets (Toto or equivalent)
- mirror
- Paper towel, toilet paper dispensers (all wall mounted)
- Sanitary napkin disposal container
- Baby diaper changing station
- Coat hooks.
- ADA Compliant (power doors)
- Patient call button by toilet, audible and visual alarm outside restroom door

Conference Room (See table 1 for approximate dimensions)

- Provide minimum 2 data jack locations with 2 data lines per jack location.
- Provide wall mounted phone jack location, and flush- mounted floor quad electrical outlet in center of room.
- Provide chair rail.
- Provide wall-mounted white board/projection screen.

Conference/Therapy Room with Kitchen (See table 1 for approximate dimensions)

- Provide built in cabinets with solid surface countertop, including both upper and lower cabinets and with sink and faucet (approx. 10 ft. total Length)
- Provide phone jack location on wall by door.
- Provide required electrical and plumbing connections for all appliances.
- Lessor to provide the following ENERGY STAR® – rated appliances:
 - Refrigerator (minimum of 24 CU FT)
 - Microwave Oven (minimum 1.6 CU FT, commercial grade)
 - Dishwasher (standard 24", under-counter)
 - Electric Stove
- Television wall mount including electrical and cable outlets. Coax cable shall connect to building television cable entry point.

Staff Break Room (See table 1 for approximate dimensions)

- Provide built in cabinets with solid surface countertop, including both upper and lower cabinets and with sink and faucet (approx. 10 ft. total Length)
- Provide phone jack location on wall by door.
- Provide required electrical and plumbing connections for all appliances.
- Lessor to provide the following ENERGY STAR® – rated appliances:
 - Refrigerator (minimum of 24 CU FT)
 - Microwave Oven (minimum 1.6 CU FT, commercial grade)
 - Dishwasher (standard 24", under-counter)
- Television wall mount including electrical and cable outlets. Coax cable shall connect to building television cable entry point.

Computer Lab (See table 1 for approximate dimensions)

- Provide chair rail.
- Provide minimum 8 data jack locations with 2 data lines per jack location. (provide in-floor)
- Provide minimum 8 duplex electrical outlets adjacent to data jack locations. (provide in-floor)
- Provide phone jack location on wall by door.

Storage Room (See table 1 for approximate dimensions)

- Provide floor to ceiling adjustable shelving

Housekeeping Closet (See table 1 for approximate dimensions)

- Floor basin slop sink with faucets.
- Exhaust Fan
- Ten (10) linear feet of shelving (adjustable)

IT Closet(See table 1 for approximate dimensions)

- Provide dedicated HVAC unit to serve room with temperature control
- All Walls to extend from structural floors to roof deck/floor above.
- Refer to Telephone/Data Equipment for specific lessor requirements related to cabling, jacks, etc.

Miscellaneous Requirements

- Design must be ADA compliant with power assist for all restrooms and group room
- Must comply with NFPA requirements for Business Occupancy.
- Entry way shall have power assist doors for handicap accessibility.
- Adequate outdoor lighting to include parking area
- Space must be Ground-Level and easily accessible from parking
- Open floor plan
- HVAC with consistent temperature set between 68-72 degrees with doors closed during normal working hours of 6:00 AM to 6:30 PM, Monday through Friday, excluding federal holidays.
- Inclusive of services, including:
 - Cleaning (as referenced on GSA FORM L-201A)
 - Heat (as referenced on GSA FORM L-201A)
 - Electrical (as referenced on GSA FORM L-201A)
 - Maintenance (as referenced on GSA FORM L-201A)
 - Water (as referenced on GSA FORM L-201A)
 - Trash collection and disposal (as referenced on GSA FORM L-201A)
 - Recycling collection (as referenced on GSA FORM L-201A)
 - Annual carpet cleaning (as referenced on GSA FORM L-201A)
 - New carpet, every 5 years depending on wear (as referenced on GSA FORM L-201A)
 - Paint common areas every 3 years, all other areas every 5 years (as referenced on GSA FORM L-201A)
- All light switching shall be with occupancy sensors, capable of manual operation.
- Parking lot parking area must be clearly marked and maintained
- All walls and corridors are to have electrical outlets per local code requirements
- All wall mounted television mounts shall be able to support a 50-inch television.