



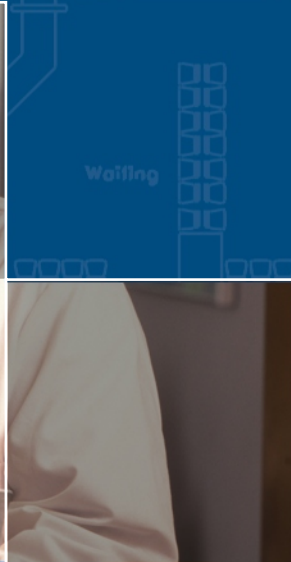
Department of
Veterans Affairs
Office of Facilities Management

templateSFO

JULY 2005

LEASE BASED OUTPATIENT CLINIC

APPENDIX C



DEPARTMENT OF VETERANS AFFAIRS

OUTPATIENT CLINIC

[INSERT LOCATION OF FACILITY]

MINIMUM _____ NET USABLE SQUARE FEET

NAME: _____
TITLE: Contracting Officer

NAME: _____
TITLE: Project Manager

Offers are solicited under Section 40 U.S.C. 490(H)(1), AS AMENDED, AND Section 1 of the Reorganization Plan of 1950 (40 U.S.C. 490 Note).

The information collection requirements contained in this Solicitation/Contract that are not required by regulation, have been approved by the Office of Management and Budget pursuant to the Paperwork Reduction Act and assigned the OMB Control No. 3090-0163.

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PART II. SCHEDULE A—SPECIAL REQUIREMENTS TO BASIC SFO

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PART X. CONCEPTUAL PLANS

PART XI. SITE SPECIFIC INFORMATION

PART I

BASIC SOLICITATION REQUIREMENTS

PART I: BASIC SOLICITATION REQUIREMENTS

Editing Note: Insert necessary information where indicated by [_____]. Delete between //----// if not applicable to project. Also delete any other item or paragraph not applicable in the section. If entire paragraph is deleted, do not renumber the paragraph. Note as "Reserved."

SECTION 1: SUMMARY

1.1 AMOUNT AND TYPE OF SPACE:

The Department of Veterans Affairs (VA) is proposing to lease **a minimum of [_____] to a maximum of [_____] Net Usable Square Feet (NUSF)** of space for use by VA for personnel, furnishings, and equipment. Space shall be located in a quality //new// building, constructed of sound and substantial construction, and shall be in compliance with all of the Government's minimum requirements set forth in this Solicitation for Offers (Solicitation or SFO). Space must be adjoining //and be located on one floor.// //and be on no more than two (2) contiguous floors.//

Detailed definition of Net Usable Square Feet can be found in Paragraph 3.14 of this Solicitation. Unless otherwise noted, all references in this SFO to square feet shall mean Net Usable Square Feet.

1.2 SITE LOCATION:

Editing Note: Use the following paragraph if site has already been selected and VA has obtained an Assignable Option to Purchase.

//The site is located at [_____]. A plat and legal description can be found as part of the Assignable Option to Purchase, which is located in the Site Specific section of this Solicitation.

Property is **not** within the 100-year base flood plain as defined and certified by FEMA and/or the local jurisdictions.//

Editing Note: Use the following paragraph if site has NOT already been selected. Develop and insert Site Selection Criteria in Paragraph 1.10.

//To be considered, the site offered must be within the following delineated area:

[insert boundary description]

Property within the 100-year base flood plain as determined by FEMA shall **not** be considered.//

1.3 QUALITY OF SPACE:

The building, interior spaces and finishes, Lessor furnished equipment and special construction, and site improvements shall be provided in accordance with this SFO, all applicable Federal requirements, local Building Codes and ordinances, and applicable utility company requirements.

Site and building shall comply with General Design Criteria as enumerated in Section 4, including Codes and Standards, criteria unique to VA, Fire and Life Safety requirements, Environmental requirements, Accessibility Standards, and OSHA requirements.

Site development, landscaping, site amenities, exterior signage and utility systems shall comply with the requirements enumerated in Section 5.

1.4 TERM:

Proposals are invited based on a //15-year firm term, with one 5-year renewal option// // [_____]//. All the terms and conditions contained herein shall prevail throughout the term of the lease including all renewal options.

1.5 OFFER DUE:

Offers are due by [insert date], and must remain open until [insert date].

Editing Note: Refer to Design Guide for Leasing OPC for factors to be considered in development of the project schedule and occupancy date.

1.6 OCCUPANCY DATE:

Occupancy is required by [insert date].

1.7 HOW TO OFFER:

Offer must be received by the Contracting Officer at the location stated below, no later than 4:00 p.m., ET on the date specified in 1.5 above:

Editing Note: Insert Contracting Officer name and edit addresses as applicable. Include room number for express mail or hand delivery.

Express Mail or Hand Delivered

Regular Mail

Department of Veterans Affairs
Real Property Service (183C)
ATTN: Room [#]
811 Vermont Avenue, NW
Washington, DC 20005

Department of Veterans Affairs
Real Property Service (183C)
ATTN: Room [#]
810 Vermont Avenue, NW
Washington, DC 20420

1.7.1 DOCUMENTS TO SUBMIT WITH OFFER:

Five (5) copies of the following documents, properly executed, must be submitted:

GSA Form 1364, Proposal to Lease Space;

GSA Form 1217, Lessor's Annual Cost Statement;

Form 3518, Representations and Certifications;

A list of Unit Costs for Adjustments (Exhibit A, Schedule B-1), and a list of Unit Prices for Alterations (Exhibit B, Schedule B-1). Refer to Paragraphs 3.2 and 3.3;

Plans, design concept, mechanical and electrical systems, and energy efficiency of the proposed building as described in Paragraphs 3.17, 3.18, 3.19, and 3.20 of the Solicitation;

Building Operating Plan as described in Paragraph 8.4 of the Solicitation;

Detailed Operations and Maintenance Plan narrative and completed FMA Worksheet as described in Schedule A;

An itemized cost for all individual items in Schedule B; and

An itemized cost breakdown of all Program Areas as listed in the Summary Cost Sheet.

Information that addresses any other award factors which are listed in the solicitation Paragraph 2.2 of the Solicitation.

**Editing Note: include the following with initial
submittal if existing buildings may be offered for lease.**

//Evidence of compliance with Seismic criteria as described in Paragraph 6.1 of the Solicitation.//

1.7.2 INSTRUCTIONS AND ADDITIONAL INFORMATION:

Instructions for preparation of the offer can be found in GSA Form 3516A, Solicitation Provisions, and in Section 10 (Instructions and Preparations) of this Solicitation. If additional information is needed, the Contracting Officer should be contacted.

[Insert Contracting Officer name and contact information]

Phone: []

FAX: []

e-mail: []

1.7.3 OPENING OF OFFERS:

There will be no public opening of the offer, and all information will be confidential until the lease has been awarded. However, the Government may release the proposal outside the Government to a Government support contractor to assist in the evaluation of the proposal. Such Government contractors shall be required to protect the data from unauthorized disclosure. If you desire to maximize protection of information in your offer, you may apply the restriction notice to your offer as prescribed in the provision entitled "552.270-1(d)(1) & (2), Instructions to Offerors" (see GSA Form 3516A, Solicitation Provisions, page 2).

1.8 PROPOSALS:

1.8.1 RENTABLE SQUARE FEET:

Offerors shall submit the total rentable square feet (RSF) of the building and a cost per rentable square foot. The submission of a rentable square foot cost is required for scoring purposes to determine if the proposed lease is a capital or operating lease.

NOTE: Definitions for rentable and net usable square feet are located in Paragraph 3.14 of this solicitation.

1.8.2 SPECIAL EQUIPMENT:

Offerors shall submit a cost proposal for all special equipment requirements set forth in Schedule B.

1.8.3 NET USABLE SQUARE FEET RATES:

For evaluation and negotiation purposes, the offer shall state the following on GSA Form 1364, Proposal to Lease Space:

A NUSF rental rate that **includes** the costs of all special equipment and other requirements described in Schedule B and Janitorial.

A NUSF rental rate that **excludes** the costs of all special equipment and other requirements described in Schedule B, but includes Janitorial.

Cost per NUSF for Janitorial Services.

A lump-sum payment cost for all special equipment and other requirements described in Schedule B.

Offerors shall provide cost for all methods of evaluation in order to be considered for award. VA may elect the option it deems most favorable.

NOTE: WHEN PRICING SCHEDULE B, THE OFFEROR MUST PROVIDE A SEPARATE COST FOR EACH LINE ITEM OF THE SPECIAL EQUIPMENT AND REQUIREMENTS DESCRIBED. ALSO, REPRESENTATIONAL PRICING OF EACH PROGRAM AREA MUST BE PROVIDED ON THE SCHEDULE B "SUMMARY COST SHEET." THE SUMMARY COST SHEET ALSO INCLUDES A SEPARATE AREA FOR PROFIT AND OVERHEAD TO ARRIVE AT A TOTAL SCHEDULE B COST. SUMMARY COST SHEET MUST BE SIGNED BY THE OFFEROR.

Offerors who do not offer proposals as stated in Paragraphs 1.8.2 and 1.8.3 above will be rejected as unacceptable.

1.9 BONDS:

All sureties must be listed in the Department of Treasury Circular 570 Approved Surety List. Standard Form 24 (Bid Bond) and Standard Form 25 (Performance Bond) must be used in accordance with FAR 28.106-1. Copies of the forms are included in Part IX of this Solicitation or forms may be acquired by visiting the GSA Forms Library Website at <http://www.gsa.gov/Portal/gsa/ep/formslibrary.do?formType=SF>. The Government shall have the right to approve or reject any and all terms and conditions of any and all bonds obtained by the Offeror pursuant to this Solicitation. In addition, the terms and conditions of the Bond(s) shall be subject to the prior approval of the Government.

1.9.1 BID BOND:

To assure the faithful execution of the terms and conditions of the agreement, each Offeror who is determined to be within the competitive range by the Contracting Officer will be asked to submit a Bid Bond. **The Offeror shall submit the Bond within 15 calendar days of notification that Offeror is included in the Competitive Range.** The Bond shall remain in effect until a Performance Bond becomes effective should the Offeror be successful, or until VA has notified the Offeror that his proposal is no longer under consideration by VA. A surety company holding a certificate of authority from the Secretary of the Treasury as acceptable surety will execute the Bond. A verifax or other facsimile copy of the agent's authority to sign bonds for the Surety Company shall accompany the Bond. The Offeror shall furnish a proposal guarantee in the form of a Bid Bond supported by good and sufficient surety acceptable to the Government. The amount of the Bid Bond guarantee shall be in the amount of \$100,000. Acceptable alternate bonding protection will be in accordance with FAR 28.204-1 United States Bonds or Notes, or

FAR 28.204-3 Irrevocable Letter of Credit (ILC). Invalid bonds may be grounds to render your proposal non-responsive and will not be eligible for an award. Once an award has been made all original Bid Bonds will be returned, upon request, except for the successful Offeror who's Bid Bond will be required to remain in full force until such time as a Performance Bond has been received and accepted by the Government.

1.9.2 PERFORMANCE BOND:

The successful Offeror shall provide a Performance Bond for 100% of the original contract price no later than 60 days of VA's final review and written approval of the completed construction documents. The Performance Bond shall remain in effect until the Government accepts the space for occupancy. The United States of America, acting through the Secretary of the Department of Veterans Affairs, shall be named as co-beneficiary on the Bond obtained by the Offeror.

Editing Note: Use this paragraph if site selection has not been made prior to issuing the SFO.

1.10 //SITE// //RESERVED//:

//The Site offered must meet the following minimum characteristics:

Be able to accommodate the proposed building and provide the required amount of appropriately located parking with appropriate vehicular circulation, loading dock and service vehicle access, emergency vehicle (ambulance) access and entry, building utility equipment (chillers, emergency generator, fuel tanks, etc.) safe ways of passage for pedestrians, barrier free access to public entrances, and adequate open space with landscaping to complement the architecture and create a pleasing outdoor environment.

Any configurations will be considered provided the space can adequately accommodate the building program, design requirements and designated activities.

Topography shall be without steep grades and shall not be affected by the 100-year flood plain, rock outcroppings, or adverse subsurface conditions.

Be free of environmental hazards or restrictions.

Provide prominent visibility of the facility from major public thoroughfares.

Main ingress/egress for on-site pedestrian and vehicular circulation shall be easily accessible from major public thoroughfares.

Regularly scheduled public transportation shall be available within //three blocks// //[insert distance]// of the OPC site.

[Insert other factors as necessary]//

1.11 PARKING AND SITE AMENITIES:

1.11.1 PARKING:

Editing Note: Determine number of spaces required in accordance with VA Parking Guide. Contact Dean Miller (183C) in Office of Facilities Management for additional information and guidance. Coordinate number of handicap spaces with percentage indicated in table in Paragraph 4.6

[Insert number of spaces required in words and numerals (xxx)] 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, [nn (xx)] spaces must be provided immediately adjacent to the building's main entrances for use by the handicapped. The remainder must be within 500 feet of the building on the site. The Lessor must provide the greater of the following: the number of parking spaces required by local building or zoning regulations, or the number of parking spaces indicated above. See Paragraph 5.2.6 for additional requirements.

1.11.2 PEDESTRIAN CIRCULATION:

Pedestrian routes, complying with accessibility criteria, shall be provided from public streets and public transportation stops to public entries.

1.11.3 AMENITIES:

Smoking shelters shall be provided as required by Paragraph 5.4.2.

//Bus shelters shall be provided as required by Section 5.//

//[]//

Editing Note: Paragraph below is to establish only the general character of a new building to be designed and constructed by the Lessor. Specific criteria and requirements are contained in Sections 4, 6 and 7; and Schedules B and C. Edit paragraphs in those sections if necessary to add or amend project requirements.

1.12 BUILDING:

Editing Note: Include text starting at second sentence only if the Contracting Officer has determined that it is in the interest of the Government (for reasons such as schedule, cost, or location) to include consideration of existing buildings.

The Offeror shall design and construct a building to suit the Government's requirements. //The Government may consider space in existing buildings of sound and substantial construction which can be made adaptable as modern office and outpatient space. If not in a new building, the space offered must be in a building that has undergone, or will undergo by occupancy, restoration of adaptive reuse for office and outpatient space with modern conveniences. If the restoration work is under way or proposed, then design or construction documents acceptable to the Contracting Officer must be submitted as part of the offer. Acceptability of the proposed restoration will be judged against the requirements of this SFO. Buildings which have incurable functional obsolescence and/or are unsuitable in configuration for medical space floor plan layout may be rejected by the Contracting Officer.// Building offered shall meet the following minimum characteristics:

Be of shape and dimensions that will accommodate the space program and interior functional requirements of VA Outpatient Clinic. The Contracting Officer will reject buildings that are unsuitable in configuration for VA clinic space floor plan layout.

Be of sound and substantial construction in accordance with the technical requirements of this solicitation.

Be located in a new //or modern// building with facade of stone, marble, brick, stainless steel, aluminum or other permanent materials. The building enclosure systems shall meet the performance requirements of this SFO, including energy efficiency and structural integrity. The exterior building materials shall be subject to technical and aesthetic review and approval of the Contracting Officer. The building shall be compatible with its surroundings. Overall, the building must project a professional and aesthetically pleasing appearance, including an attractive front and entryway.

Acceptability of the proposed space will be judged against the criteria enumerated in this solicitation.

The building must include energy efficient lighting, heating, ventilating, and air conditioning equipment which provide optimum and stable interior environmental conditions to sustain utilization of the building for the functional program and design.

Editing Note: Edit following paragraph to address unusual requirements unique to the project. If applicable, include Natural Disasters criteria (see Paragraph 4.2.8) and other special requirements.

1.13 SPECIAL REQUIREMENTS:

Facility must comply with requirements of Center for Disease Control (CDC) guidelines for Tuberculosis control as specified in Paragraph 4.2.1 of this solicitation.

//Facility must comply with requirements for Natural Disaster Resistive design and construction as specified in Paragraph 4.2.8 of this solicitation.//

Editing Note: include following paragraph if lab or x-ray services are not included in the program and VA has not selected a site. Insert other services if necessary.

// //Laboratory and x-ray// //[_____]// facilities must be available within //3.2 km (2 miles)// //[_____]// of the outpatient clinic site.//

1.14 FIRE PROTECTION AND SAFETY:

The building in which space is offered for lease must be in compliance with the latest editions of the National Fire Protection Association, NFPA 101 and all applicable local building codes and ordinances. The specific fire safety requirements of this Solicitation, while not all-inclusive, are binding unless modified in writing by the Government.

The building shall be of non-combustible construction and shall be fully sprinkled.

The Offeror shall assist the Government in developing a plan acceptable to the Government to protect occupants of the building during emergencies such as fires, bomb threats, and power loss.

The Government reserves the right to request and witness tests of safety systems at the government's discretion.

Editing Note: following paragraphs apply to existing buildings.

//1.14.1 FIRE PROTECTION IN EXISTING STRUCTURES:

Generally, the fire protection and safety evaluation and design shall take into account the building construction type; height; proposed occupancies; means of egress; building evacuation times; fire department response time; sprinkler systems; fire alarm system; slipping or tripping hazards; electrical safety; lighting, and other factors. Further, the Government will consider the potential for loss of life, loss of Federal property, and business interruption. Potential for fire growth and spread, as well as the building's ability to resist the effects of fire, will be considered. In addition, the building's environmental quality will be considered, including, for example, indoor air quality, and levels of radon in the air. Offerors shall assist the Government in its assessments and detailed studies by making available information on building operations and providing access to space for assessment and testing.

Buildings (1) having remote exits, fire alarm systems, sprinkler systems, interior finishes with low flame spread ratings, and incorporating other means to control the effects of fire and (2) that conform to Environmental Protection Agency guidance on asbestos, radon, and indoor air quality, will generally be acceptable to the Government from a safety and environmental viewpoint. The Government will advise Offeror of any actions that the Government believes to be necessary to make space acceptable for consideration.

Correctable deficiencies shall be addressed during negotiations, and agreements reached thereon by VA and the Offeror shall form a written part of any ensuing lease contract. //

1.15 OCCUPATIONAL PROTECTION, HEALTH AND ENVIRONMENTAL SAFETY:

The building shall not expose the occupants to undue safety and environmental risks. Lessor shall comply with environmental requirements as specified in Paragraph 4.4 and OSHA safety requirements as specified in Paragraph 4.7.

1.16 LAYOUT, COMPATIBILITY, AND LOCAL PLANS:

The following must be met:

- Efficient layout meeting occupancy needs and requirements of VA;
- Consistency of highest and best use in line with VA's intended use; and
- Compliance with all State, regional, and local plans and programs.

1.17 ACCESSIBILITY STANDARDS:

The design, construction, and alteration of facilities shall comply with all Federal, State, and local Building Codes and ordinances, as well as the requirements contained in the Uniform Federal Accessibility Standards (UFAS), American with Disabilities Act Standards for Accessible Design (28 CFR Part 36), and VA Barrier Free Design Guide (PG-18-13). The Offeror shall comply with the stricter of these standards for each requirement. The Government will give consideration only to those offers that fully meet the requirements contained in these publications.

1.18 DAVIS BACON WAGES:

The wages to be paid during performance under this lease contract must conform to the Department of Labor's General Wage Decision No. [insert number], dated [insert date], and as may be amended during the period of construction of the leased premises. A copy of the standards is provided in Part VIII of this Solicitation.

Editing Note: include the following paragraph only if office space is not available for the RE at a nearby VA facility. Use 720 sf office for projects up to 120,000 NUSF. Match quantities of furnishings and equipment to office size required. If Paragraph not used, note as "Reserved."

1.19 //RESIDENT ENGINEERS OFFICE SPACE// //RESERVED//:

The Lessor shall provide a temporary field office, furniture, and two-inch deep gravel-surfaced parking area for use of the Resident Engineer. Office and furniture shall be new or in "like new" condition.

1.19.1 TEMPORARY FIELD OFFICE:

The field office shall provide not less than // 720 gross square feet // 1440 gross square feet // of floor area in one unit. Installation of the office shall meet all local codes.

Provide office with two, three foot wide exterior doors, including hardware and OSHA approved platform and stairs leading to grade. A stainless steel lock guard shall be provided over deadbolts on exterior at each door.

Enclose the entire perimeter of the office from the floor to the ground and finish to match exterior. Provide R7 insulation and seal tight to ground with a painted 3/4 inch exterior grade plywood skirt.

Exterior finishes shall be manufacturer's standards.

Provide floor, wall, and roof with not less than R5 insulation.

Interior finishes shall consist of resilient flooring, plywood paneling or painted wallboard on walls, and acoustical tile ceilings. Interior doors may be either painted or stained.

Interior shall be subdivided with full height partitions to provide // one office, // two offices, // one sample room, // one toilet // two separate toilets //. Provide each space with three foot wide door with master keyed locks. Section off an area with a low partition and counter for the secretary's desk // s // .

Provide 2-1/2 feet wide by 3 feet high operable windows; two in each room (none required in sample room), except provide only one 2 foot high window with frosted glass in toilet room(s). Provide steel mesh over all glass in doors and windows. The windows shall have mini-blinds.

Provide sufficient fluorescent lighting in each room to deliver 70 foot-candles of light at desktop height without the aid of daylight. Provide one light switch in each room.

Provide one duplex receptacle in each wall of each room. If a wall is 10 feet long or more, provide two receptacles for each 10 feet, or portion thereof, of wall. Provide two duplex receptacles in low partition at secretary's desk.

1.19.2 UTILITIES AND SERVICES:

The Lessor shall provide the following:

Electricity, hot and cold water, and necessary utility services (except telephone).

All necessary piping, power circuits, electrical fixtures, lighting, and other items necessary to provide a habitable structure for the purpose intended.

Thermostatically controlled, centralized heating and air conditioning system designed to maintain the temperature between 70 and 80 degrees F with 50 percent relative humidity maintained during the air conditioning season.

One water closet, lavatory, mirror, toilet paper dispenser, paper towel dispenser, soap dispenser, towel bar, and two-prong coat hooks for each toilet room.

Lessor shall, for the duration of the Resident Engineer's occupancy, provide the following:

Shall be responsible for cost of utilities.

Satisfactory conditions in and around the field office and parking area.

Maintenance of gravel surfaced area, including the area for parking, in an acceptable condition for vehicle and foot traffic at all times.

Maintenance of utility services.

Editing Note: Delete following Subparagraph unless specifically instructed by the Project Manager to leave it in.

//Daily janitorial services and supplies (toilet paper, soap, etc.). //

Potable water, fuel and electric power for normal office uses, including lights, heating and air conditioning.

Lessor shall be responsible for all maintenance for field office and equipment including replacement of burned out light bulbs or tubes and changing of A/C filters.

1.19.3 FURNISHINGS AND EQUIPMENT:

The Lessor shall provide the following new or "like" new reconditioned items:

Editing Note: Use first list of furniture for 720 square foot office. Use second list for 1440 square foot office.

QUANTITY REQUIRED

- 1 Secretary workstation with adjustable keying desk or drawer size 29-1/2" H x 60" W x 30" D
- 1 Printer stand size 26-1/2" H x 60" W x 30" D
- 3 Office desks, double pedestal
- 1 Conference table size 3' x 6'
- 1 Plan table 4' x 7'
- 3 Work tables folding 30" x 72"
- 1 Secretary chair
- 4 Swivel chairs with arms
- 6 Conference chairs (armless & folding)
- 2 Arm Chairs
- 4 5 drawer file cabinets, letter size
- 1 Drawing rack, with 12-30 inch "Plan Hold" drawing holders, freestanding

- 1 Shelves for sample room, 7 adjustable Shelves, 12" W x 3' L
- 3 Bookcases
- 1 Electric water cooler
- 1 Metal storage cabinet, 36" x 18" x 72" with six shelves //

Editing Note: Use this list for 1440 square foot office.

- 2 Secretary workstations with adjustable keying desk or drawer size 29-1/2" H x 60" W x 30" D
- 2 Printer stands size 29-1/2" H x 60" H x 30" D
- 7 Office desks, double pedestal
- 2 Conference tables size 3' x 6'
- 1 Plan table 4' x 20'
- 7 Work tables folding 30" x 72"
- 2 Secretary chairs
- 7 Swivel chairs with arms
- 12 Conference chairs (armless and folding)
- 7 Arm chairs
- 8 5 drawer file cabinets, letter-size
- 2 Drawing racks, each with 12-30 inch "Plan Hold" drawing holders, freestanding
- 7 Bookcases
- 1 Electric water cooler
- 4 Shelves for sample 36" x 18" x 72" high, 7 adjustable shelves //

1.19.4 DISPOSITION OF FIELD OFFICE AT COMPLETION OF CONSTRUCTION:

At the completion of all work, including the punch list, the Resident Engineer's field office and facilities, except 5 drawer file cabinets shall become the property of the Lessor, and Lessor shall remove same, including utility connections, from the site. The site shall be restored to original condition and finished in accordance with contract requirements.

1.19.5 SUBMITTAL OF PLANS FOR FIELD OFFICE:

The Lessor shall furnish floor plans for approval by the Resident Engineer prior to furnishing the field office.

SECTION 2: COMMUNICATIONS AND AWARD

Editing Note: Oral presentations are generally not required.

2.1 ORAL PRESENTATIONS:

Oral presentations may be made to augment written information. Oral presentations will not be required unless specifically requested by the Government in writing. Oral presentations may occur at any time during the acquisition process and are subject to the same restrictions as written information with regard to timing and content. Information pertaining to areas such as an Offeror’s capability to perform, past performance, key personnel resources, work plan approaches, etc., may be suitable for oral presentations. Should the Government require an oral presentation, the Offeror will be provided with (1) sufficient information to prepare them, including the types of information to be presented and the associated evaluation factors that will be used; (2) the qualifications for personnel that will conduct the oral presentation; (3) the requirement for, and any limitations and/or prohibitions on, the use of written material or other media to supplement the oral presentation; (4) the location, date, and time for the oral presentation; (5) the restrictions governing the time permitted for each oral presentation; and (6) the scope and content of exchanges that may occur between the Government and the Offeror as part of the oral presentation.

2.2 EVALUATION OF OFFERS:

The Contracting Officer will evaluate all proposals to assess the Offerors’ ability to perform the contract successfully. The evaluation will be conducted solely on the factors and sub-factors specified in this Solicitation.

Evaluation of offers and subsequent award will be made on the basis of the following factors: (1) the annual price per net usable square foot, including any option period; (2) technical quality, including the quality of the building and the design concept; (3) the Offeror’s qualifications, including past performance; and (4) the adequacy and efficiency of the Operations and Maintenance Plans.

Editing Note: The priority of the award factors may vary.

The technical evaluation factors other than cost or price, when combined, are //significantly less important than// //more important than// //approximately equal to// cost or price.

2.2.1 PRICE EVALUATION:

The basic price offered will be the rate per Net Usable Square Foot (NUSF). Refer to Paragraph 3.14 of this Solicitation for a definition of NUSF. This price shall be used to determine the total annual rental to be paid, adjusted for any discrepancies in the quantity of space delivered against the amount offered and accepted, as described elsewhere in this Solicitation.

Annual CPI adjustments in operating expenses will be made if the Offeror so indicates on GSA Form 1364. The Offeror shall be required to submit the offer with the total “gross” annual price per NUSF and a breakout of the “base” price per NUSF for services and utilities (operating expenses) to be provided by the Lessor. The net and base prices combined are the total “gross” annual per square foot price offered. The base price from which adjustments are made will be the base price for the term of the lease, including any option periods. The “gross” price shall include the “base” price.

2.2.1.1 PRESENT VALUE PRICE EVALUATION:

Evaluation of offered prices will be on the basis of the annual price per NUSF, including any option periods. The Government will perform present value price evaluation by reducing the prices per NUSF to a composite annual square foot price, as follows:

Parking and wareyard areas will be excluded from the total square footage, but not from the price.

Editing Note: Verify discount and inflation rates at time SFO is issued.

The annual per square foot price minus the base cost of operating expenses (line 27 of GSA Form 1217) will be discounted annually at 8 percent to yield a net present value cost (PVC) per square foot. The operating expenses will be both escalated at 4 percent compounded annually and discounted annually at 8 percent, then added to the net PVC to yield the gross PVC.

To the gross PVC will be added:

The cost of Government-provided services not included in the rental escalated at 4 percent compounded annually and discounted annually at 8 percent.

The annualized cost per NUSF, over the full term of the lease, including the renewal option(s), for all Schedule B items, which will be reimbursed to the Lessor by lump sum payment. (The cost of these items is present value; therefore, it will not be discounted.)

The cost of relocation of furniture and telecommunications, if applicable.

The sum of the above will be the per NUSF present value of the offer for price evaluation purposes.

2.2.2 OTHER AWARD FACTORS:

In addition to price, offers will be evaluated against three factors (Technical Quality, Operations and Maintenance Plan, and Offeror's Qualifications/Past Performance), which are listed in descending order of importance. All sub-factors are also listed in descending order of importance.

2.2.2.1 TECHNICAL QUALITY:

The technical quality factor includes the quality of the building, site development, and the design concept. The Offeror is required to submit a detailed design concept narrative that addresses this factor and all of its sub-factors.

2.2.2.1.1 Quality Of Building & Design Concept:

The Offeror must submit plans (per Paragraph 3.17) along with the design concept narrative. VA will evaluate the plans and design concept narrative based upon the following.

2.2.2.1.2 Architectural Concept:

This factor considers the interior functional and spatial relationships shown in the Offeror's floor plan and compliance with the requirements of VA's space program, Schedule C. It is the Offeror's responsibility to ensure all code requirements are met. Consideration will be given to the number and size of floors, column placement, shape of footprint, circulation systems, and placement of mechanical, plumbing, and electrical service spaces.

2.2.2.1.3 Building Design:

This factor refers to the technical excellence and the appropriateness of the design in meeting VA needs and criteria. Building efficiency, energy conservation, functionality, and building systems are key elements to be considered. Construction materials will be evaluated with respect to the type and durability proposed for construction. The building must meet or exceed the requirements specified in this solicitation. This

factor also includes the manner in which natural daylight will be accessed within the building design, i.e., the number of windows and skylights as well as their location in relation to administrative spaces and major waiting areas will be considered.

2.2.2.1.4 Energy Efficiency:

This factor will be evaluated on the basis of the information required by Paragraph 3.20 "Energy Efficiency". The Offeror should submit information in the design narrative that addresses the proposed R-value of insulation, glazing of windows, lighting efficiency, HVAC efficiency, vapor barrier of building envelope, and any other factors related to energy conservation. Reasonable innovation in this area will be looked upon favorably.

2.2.2.1.5 Quality Of Site Development:

This factor considers the Offeror's development of the site to accommodate VA's conceptual building footprint including the setbacks required by local code; the ingresses and egresses to and from the main and emergency entrances, and loading dock; accessible parking lots and walkways; traffic patterns to maximize the flow of vehicles to and from the main thoroughfare; and how the landscaping design fits the surrounding park areas, adheres to local landscaping codes, and provides an aesthetically pleasing atmosphere.

2.2.2.2 OPERATIONS AND MAINTENANCE PLAN:

The following evaluation criteria will consider the adequacy and efficiency of the proposed Operations and Maintenance Plan to maintain standards of cleanliness, orderliness, and repair for the entire proposed facility. Each sub-factor must be addressed in narrative or chart format. The Plan will be evaluated as a whole and must address at a minimum:

- Interior and Exterior Maintenance of Building and Grounds,
- Routine and Emergency Calls - Procedures and Response Times,
- Staffing Plan, Administrative Procedures, and Quality Control Plan.

2.2.2.3 EVIDENCE OF CAPABILITY TO PERFORM PRIOR TO AWARD:

At the time of submission of offers, Offerors shall submit to the Contracting Officer:

2.2.2.3.1 Past Performance:

Include the following information for each contract and subcontract performed by the Offeror and key personnel during the past three (3) years, as well as those contracts and subcontracts currently in progress. A separate record must be completed for each contract and subcontract. A Past Performance Survey Form is located in the FORMS part of this SFO and includes the following:

- Name and Address of Contracting Activity
- Contract Number
- Type of Contract
- Total Contract Amount and Status
- Date of Award and Date of Completion
- Description and Location of Contract Work
- List of Major Subcontractors
- Contracting Officer or Individual Responsible for Signing Contract and Telephone/FAX Numbers
- Project Manager and Telephone/FAX Numbers

Resident Engineer/Contracting Officer's Technical Representative or Construction Supervisor and Telephone/FAX Numbers

Administrative Contracting Officer or Individual Responsible for Administering the Contract (if different from Contracting Officer above) and Telephone/FAX Numbers

The Offeror must provide examples of past performance and experience, as a prime contractor, in successfully building, renovating, and maintaining facilities comparable in size and complexity to the one described in this Solicitation. Consideration will be given to:

- Timeliness of Performance;
- Cost Control;
- Effective Management;
- Customer Satisfaction;
- Quality Awards; and,
- The Technical Success of the Project.

The Offeror must also provide a list of references for the Offeror, key personnel, and construction contractor. References may be business, financial, and/or personal, and may include letters of recommendation or commendation, awards or certifications that indicate Offeror possesses a high quality process for developing and providing the final project or service.

2.2.2.3.2 Financial Resources:

Provide satisfactory evidence of at least a conditional commitment of funds in an amount necessary to prepare and/or construct the space. Such commitment must be signed by an authorized bank officer or other financial institution and, at a minimum, must state:

- Amount of Loan;
- Term In Years;
- Annual Percentage Rate;
- Length of Loan Commitment;
- Name of the Principal(s) Involved; and
- The Purpose of the Loan.

Provide satisfactory evidence of financial resources sufficient to prosecute the work. Such evidence may be in the form of:

- A Statement of Financial Condition;
- Personal or Business Financial Statements, Including Balance Sheets, and Profit and Loss Statements;
- Investment Schedule;
- Note Payable Schedule;

Previous Year's Federal Tax Return; or
Annual Report.

If requested, more information must be provided.

2.2.2.3.3 Design Team Qualifications:

Provide a completed SF 330, "Architect-Engineer Related Services for Specific Project" for each individual or firm on the Lessor's design team. Identify key personnel that to be committed to the project. In Part I, Section H of SF 330, provide a description of outstanding commitments for each firm and key personnel. As a minimum, the design team shall include entities providing the following services: Architecture, Civil Engineering, Mechanical Engineering, Electrical Engineering, and Interior Design.

Provide a copy of the license or certification of the individual(s) and/or firm(s), providing architectural and engineering design services, proving their ability to practice in the state where the facility is located.

Lessor shall maintain the same design team for the duration of the design development and construction process. Design team firm and key personnel shall not be changed without prior approval by the Contracting Officer.

2.2.2.3.4 Contractor Qualifications:

Provide a completed GSA Form 527, "Contractor's Qualifications and Financial Information" for the General Contractor, Mechanical Contractor, and Electrical Contractor; except Section V need not be completed. In Section VII of Form 527, provide a description of outstanding commitments, names and qualifications of key personnel, and any other information related to experience, competency, and performance capabilities with construction projects similar in scope to that which is required herein. (Refer to "Past Performance" requirements as stated above.)

Provide a copy of the license in the state where the facility is located for the individual(s) and/or firm(s) proposed as contractors.

If the Lessor is also the Contractor, information provided in response to paragraphs 2.2.2.3.1 and 2.2.2.3.2 above need not be duplicated.

Editing Note: The following paragraph will apply if VA has not obtained an assignable option on the property.

2.2.2.3.5 //Zoning Requirements// //Reserved//:

//Provide evidence of compliance with local zoning laws or evidence of variance, if any, approved by the proper local authority. At the discretion of the Contracting Officer, other forms of documentation demonstrating the probability of receiving such variances may be acceptable.//

2.2.2.3.6 Control Of Property:

Editing Note: The following paragraph will apply if VA has obtained an assignable option on the site.

//Provide written documentation that you will comply with the assignable option for purchase of the land and any covenants and declarations associated with the land.//

Editing Note: The following paragraph will apply if VA has not obtained an assignable option on the site.

//Provide documentation proving evidence of ownership or control of the site. Ownership or control must, at a minimum, be retained until the Government makes an award. Documentation that constitutes evidence of control includes, but is not limited to:

- An Option To Purchase;
- A Sales Contract;
- A Fee Simple Deed; or
- An Option To Lease Property For Longer Than the Duration of the Lease Term Including All Renewal Options.//

2.3 EVIDENCE OF CAPABILITY TO PERFORM AFTER AWARD:

Within //60// //90// calendar days after award, the successful Offeror/Lessor shall provide the Contracting Officer with the following:

- A firm commitment of funds in an amount sufficient to perform the work.
- Satisfactory title showing fee simple ownership of the property. Fee simple title must be free of any encumbrances that may limit the rights, responsibilities or liabilities of the parties to the VA lease.

FAILURE TO MEET ANY OR ALL OF THE REQUIREMENTS AS SET FORTH IN PARAGRAPHS 2.2.2.3 AND 2.3, INCLUDING SUB-PARAGRAPHS, WITHIN THE SPECIFIED TIME FRAMES SHALL BE A BASIS FOR DETERMINATION OF NON-RESPONSIBILITY OR FOR TERMINATION OF THE CONTRACT FOR DEFAULT.

FAILURE ON THE PART OF THE GOVERNMENT TO ENFORCE ITS RIGHTS TO DECLARE A DEFAULT WILL NOT BE DEEMED A WAIVER OF ANY OF THE GOVERNMENT'S RIGHTS UNDER THIS SOLICITATION.

2.4 INITIAL OFFERS; COMMUNICATIONS WITH OFFERORS:

VA may initiate action to award a contract at any point after review of the initial offers. Therefore, offers should reflect the Offeror's best terms both from a technical and cost standpoint.

After receipt and evaluation of initial proposals, the Contracting Officer may communicate with Offerors to establish the competitive range. Communications shall be limited to Offerors:

- Whose past performance information is the determining factor preventing them from being placed within the competitive range, or
- Whose exclusion from, or inclusion in, the competitive range is uncertain.

2.5 COMPETITIVE RANGE:

If after evaluating all proposals in accordance with Paragraph 2.2 above, and based on the ratings of each proposal against all evaluation criteria, the Contracting Officer cannot make an award, a competitive range comprised of all the most highly rated proposals will be established. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals.

2.6 NEGOTIATIONS:

VA will negotiate only with those Offerors who have been placed in the competitive range as established under procedures at Paragraph 2.5 above. VA Contracting Officer will conduct negotiations on behalf of the Government in order to obtain the best value to the Government. Other VA personnel, including the Contracting Officer's Representative named on the cover of this Solicitation, may assist the Contracting Officer.

2.7 AWARD:

2.7.1 BEST VALUE:

The lease will be awarded to the Offeror whose offer represents the best value to the Government, price and other factors considered. An award will be made based on a comparative assessment of proposals against all selection criteria in the Solicitation.

To be considered for award, an Offeror must agree to provide a complete facility that meets all technical requirements and specifications set out in this Solicitation. The requirements and specifications contained in this Solicitation are mandatory.

2.7.2 LEASE COMPONENTS:

At a minimum, the proposed lease shall consist of:

- Standard Form 2 - U.S. Government Lease for Real Property;
- Form 35I7B, General Clauses;
- Form 35I8, Representations and Certifications;
- Form 3516A, Solicitation Provisions;
- Property Management Agreement;
- All the provisions of the SFO; and
- The pertinent provisions of the offer.

NOTE: For purposes of release of information under the Freedom of Information Act (FOIA) or other applicable statutes or regulations, the individual itemized costs as set forth in Schedule B and other proprietary information are considered procurement sensitive information and **are not** subject to release.

2.7.3 AWARD:

The award by the Government occurs upon execution of the lease by VA Contracting Officer and issuance of a letter by VA Contracting Officer indicating that the Government accepts the Offeror's proposal.

If an award is not made based on the initial proposals, the following process will occur:

At the conclusion of negotiations, all discussions will cease. Each Offeror still in the competitive range will be given an opportunity to submit a "final proposal revision" to clarify and document understandings reached during negotiations.

After the conclusion of negotiations and a review of final proposal revisions are completed, the Contracting Officer may award the lease.

SECTION 3: MISCELLANEOUS

3.1 SUBSTITUTIONS FOR SPECIFIC BRAND NAMES:

When specific equipment is cited using the brand name, model number, etc., a comparable or equal product may be provided in lieu of cited equipment in accordance with the Brand Name clause provided in Schedule B of the Solicitation. Any substitutions need to be approved by the Contracting Officer or his/her designee.

3.2 UNIT COSTS FOR ADJUSTMENTS:

Schedule C of this Solicitation indicates various types of materials anticipated for floors, walls, and ceilings. Additionally, several paragraphs in this Solicitation specify means for determining quantities of materials not specified in Schedule C. Government projections of these various materials have been made to assist the Offeror in cost estimating and have been included on Exhibit A of Schedule B-1. Actual quantities may not be determined until after the lease is awarded and the space layout completed. To enable an equitable settlement if the final Government layout departs from the projection, the quantities specified on Exhibit A of Schedule B-1 are to be included in the per square foot rate being proposed. A unit cost for each of these materials is required. VA will use each unit cost to make a lump sum payment at time of acceptance of the building or to negotiate a rental increase if the amount of material required by the layout is more than specified. If the amount of material is less than specified, VA will take credit from the initial rental payment.

3.3 UNIT PRICES FOR ALTERATIONS OF \$100,000 OR LESS:

The Offeror is required to submit a list of "Unit Prices for Alterations" for any alterations required during the first year. This list will be used, after acceptance by VA, for contracts for alterations costing \$100,000 or less. These prices may be indexed or re-negotiated to apply to subsequent years of the lease upon mutual agreement of the Lessor and Government. (Use Exhibit B of Schedule B-1 for this purpose.)

Where unit prices for alterations are not available, the Lessor may be requested to provide a price proposal for the alterations. Orders will be placed by issuance of a GSA Form 276, Supplemental Lease Agreement. The clauses entitled "GSAR 552.232-75, Prompt Payment (SEP 1999)", "GSAR 552.232-70, Invoice Requirements (Variation) (SEP 1999)" and "GSAR 552.232-76, Electronic Funds Transfer Payment (SEP 1999) (Variation)" apply to orders for alterations (See GSA Form 3517B). All orders are subject to the terms and conditions of the lease.

Orders may be placed by the Contracting Officer or other authorized representatives when specifically authorized to do so by the Contracting Officer. The Contracting Officer will provide the Lessor with a list of agency officials authorized to place orders and will specify any limitations on the authority delegated to agency officials. The agency officials are not authorized to deal with the Lessor on any other matters.

3.4 SPECIAL WORK (INSTALLATIONS AND ALTERATIONS):

The Government may require special installations in the space, such as computer rooms, vaults, first aid room, print shop, and small laboratories containing special air conditioning and heating controls, flooring and various electrical, plumbing, and mechanical facilities, and equipment not otherwise specified in this Solicitation. The Government reserves the right to contract separately for such facilities, equipment and/or installations; or it may require the Offeror to perform such work. In the event the Government requires the Offeror to complete such installations, the Offeror will be required to submit a cost estimate to the Contracting Officer within 30 days after receipt of complete specifications for the special installation.

If the Government contracts with the Offeror to effect such installations, payment will be made on a lump-sum basis or through increased rental payments at the Government's option. (Increased rental payments will recognize residual values to the Owner and will include interest, if any, at a rate not in excess of the first mortgage.) In connection therewith, the successful Offeror will be required to accomplish such work on an actual cost basis; and the Government payment, therefore, will be computed on the basis of such.

The successful Offeror will be required to submit, not later than 30 days prior to the date of delivery and occupancy of the space and every year thereafter during the term of the lease, unit prices for such repetitive alteration work items such as (1) installation of electrical outlets, (2) installation of telephone/data outlets, (3) erection and/or relocation of movable partitions, (4) lighting changes, and (5) special painting.

3.5 TAX ADJUSTMENTS:

Real estate taxes, as referred to in this paragraph, are only those taxes, which are assessed against the building and/or the land upon which the building is located, without regard to benefit to the property, for the purpose of funding general Government services. Real estate taxes shall not include, without limitation, general and/or special assessments, business improvement district assessments, or any other present or future taxes or governmental charges that are imposed upon the Lessor or assessed against the building and/or the land upon which the building is located.

Base year taxes as referred to in this paragraph are 1) the real estate taxes for the first 12-month period coincident with full assessment or 2) may be an amount negotiated by the parties that reflects an agreed upon base for a fully assessed value of the property.

The term "full assessment" as referred to in this paragraph means that the taxing jurisdiction has considered all contemplated improvements to the assessed property in the valuation of the same. Partial assessments for newly constructed projects or for projects under construction, conversion, or renovation will not be used for establishing the Government's base year for taxes.

The Lessor shall furnish the Contracting Officer with copies of all notices that may affect the valuation of said land and buildings for real estate taxes thereon, as well as all notices of a tax credit, all tax bills, and all paid tax receipts, or where tax receipts are not given, other similar evidence of payment acceptable to the Contracting Officer (hereinafter, evidence of payment), and a proper invoice (as described in GSA Form 3517B, General Clauses, 552.232-75, *Prompt Payment*) of the tax adjustment including the calculation thereof, for each year that real estate taxes are incurred during the lease term or any extension thereof. All such documents are due within 10 calendar days of receipt except that the proper invoice and evidence of payment shall be submitted within 60 calendar days after the date the tax payment is due from the Lessor to the taxing authority. **FAILURE TO SUBMIT THE PROPER INVOICE AND EVIDENCE OF PAYMENT WITHIN SUCH TIME FRAME SHALL BE A WAIVER OF THE RIGHT TO RECEIVE PAYMENT RESULTING FROM AN INCREASED TAX ADJUSTMENT UNDER THIS PARAGRAPH.** The Government shall make a single annual lump sum payment to the Lessor for its share of any increase in real estate taxes during the lease term over the amount established as the base year taxes, or receive a rental credit or lump sum payment for its share of any decreases in real estate taxes during the lease term below the amount established as the base year taxes. The amount of lump sum payment or rental credit shall be based upon evidence of valuation and payment submitted by the Lessor to the Contracting Officer.

In the event of an increase in taxes over the base year, the Lessor shall submit a proper invoice of the tax adjustment including the calculation thereof together with evidence of payment to the Contracting Officer. **THE GOVERNMENT SHALL BE RESPONSIBLE FOR PAYMENT OF ANY TAX INCREASE OVER THE BASE YEAR TAXES ONLY IF THE PROPER INVOICE AND EVIDENCE OF PAYMENT IS SUBMITTED BY THE LESSOR WITHIN 60 CALENDAR DAYS AFTER THE DATE THE TAX PAYMENT IS DUE FROM THE LESSOR TO THE TAXING AUTHORITY.** The due date for making payment shall be the

30th calendar day after receipt of evidence of payment by the Contracting Officer or the 30th calendar day after the anniversary date of the lease, whichever is later. If the lease terminates before the end of a tax year, payment for the tax increase due as a result of this section for the tax year will be prorated based on the number of days that the Government occupied the space. No increase will be paid, due, or owing unless all evidence of valuation and payment has been previously submitted to the Contracting Officer. The Government's payment for its share of real estate taxes shall not include any late charges, interest, or penalties imposed by the taxing authority as a result of the Lessor's delinquency in paying such taxes or charges.

In the event of a decrease in taxes from the base year, or in the event of any refund or tax deduction, the Lessor shall notify the Contracting Officer. The Government shall be entitled to, and shall receive a credit for, the pro-rata reduction in taxes applicable to the premises encumbered by this lease, regardless of whether the Government has made a tax payment for that year. The Government's share of the credit will be determined on the ratio of the net usable square feet occupied by the Government to the total NUSF in the building and shall be taken as a deduction from the rent. Any credit due the Government after the expiration or earlier termination of the lease (including, but not limited to, credits resulting from a decrease in taxes pursuant to a tax credit due the Lessor; a reduction in the tax assessment; or a tax appeal proceeding for a year of the lease, or portion thereof) shall be made by a lump sum payment to the Government or as a rental credit to any succeeding lease as determined by the Contracting Officer. The Lessor shall remit any lump sum payment to the Government within 15 calendar days of payment by the taxing authority to the Lessor or the Lessor's designee. If the credit due to the Government is not paid by the due date, interest shall accrue on the late payment at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (United States Code 41 USC 611) that is in effect on the day after the due date. The interest penalty shall accrue daily on the amount of the credit and shall be compounded in 30-day increments inclusive from the first day after the due date through the payment date. The Government shall have the right to pursue the outstanding balance of any tax credit using all such collection methods as are available to the United States to collect debts. Such collection rights shall survive the expiration of this lease.

The Government shall pay its share of tax increases or shall receive its share of any tax decrease based on the ratio of the net usable square feet occupied by the Government to the total NUSF in the building. This percentage shall be subject to adjustment to take into account additions or reductions of the amount of space as may be contemplated in this lease or amendments hereto.

The Government may direct the Lessor upon reasonable notice to initiate a tax appeal, or the Government may decide to contest the tax assessment on behalf of the Government and the Lessor or for the Government alone. The Lessor shall furnish to the Government information necessary for appeal of the tax assessment in accordance with the filing requirements of the taxing authority. If the Government decides to contest the tax assessment on its own behalf or on behalf of the Government and the Lessor, the Lessor shall cooperate and use all reasonable efforts including, but not limited to, affirming the accuracy of the documents, executing documents required for any legal proceeding, and taking such other actions as may be required. If the Lessor initiates an appeal on behalf of the Government, the Government and the Lessor will enter into an agreement to establish a method for sharing expenses and tax savings.

The percentage of the building occupied by the Government, for purpose of tax adjustments will be established during negotiations, if necessary.

3.6 INSURANCE ADJUSTMENTS

The Government shall 1) make a single annual lump sum payment to the Lessor for its share based on the percent of occupancy of any increase in hazard and liability insurance premiums during the lease term over the amount established as the base year premium, or 2) receive a lump sum payment for its share of

any annual decreases for the duration of the lease in the insurance premium established as the base year premium.

The amount of lump sum payment shall be based upon evidence of insurance policy and payment submitted by the Lessor to the Contracting Officer. The Government shall be responsible for payment of any insurance premium increase over the base year only if the proper invoice and evidence of payment is submitted by the Lessor within 90 calendar days after the date the insurance premium is due from the Lessor to the insurance company. Base year insurance premium as referred to in this paragraph is the insurance premium for the first 12-month period coincident with Government occupancy of leased space in its entirety.

The Government will not pay for any portion of "terrorism insurance" (Terrorism Risk Insurance Act of 2002) obtained by the Lessor.

3.7 OPERATING COSTS

Beginning with the second year of the lease and each year thereafter, the Government shall pay adjusted rent for changes in costs for cleaning services, supplies, materials, trash removal, landscaping, water, sewer charges, heating, electricity, and certain administrative expenses attributable to occupancy. Applicable costs listed on GSA Form 1217, Lessor's Annual Cost Statement, when negotiated and agreed upon, will be used to determine the base rate for operating costs adjustment.

The amount of adjustment will be determined by multiplying the base rate by the percent of change in the Cost of Living Index. The percent change will be computed by comparing the index figure published in the month of the lease commencement date with the index figure published in the month which begins each successive 12-month period. For example, a lease which commences in June of 1995 would use the index published in June of 1995; and that figure would be compared with the index published in June of 1996, June of 1997, and so on, to determine the percent change. The Cost of Living Index will be measured by the Department of Labor revised Consumer Price Index for wage earners and clerical workers, U.S. city average, all items figure (1982 to 1984 = 100) published by the Bureau of Labor Statistics. Payment will be made with the monthly installment of fixed rent. Rental adjustments will be effective on the anniversary date of the lease.

If the Government exercises an option to extend the lease term at the same rate as that of the original term, the option price will be based on the adjustment during the original term. Annual adjustments will continue.

In the event of any decreases in the Cost of Living Index occurring during the term of the occupancy under the lease, the rental amount will be reduced accordingly. The amount of such reductions will be determined in the same manner as increases in rent provided under this paragraph.

The offer shall clearly state whether the rental is firm throughout the term of the lease or if it is subject to annual adjustment of operating costs as indicated above. If operating costs will be subject to adjustment, those costs shall be specified on GSA Form 1364, Proposal to Lease Space, contained elsewhere in this SFO.

The base for the operating cost adjustments will be established during negotiations based upon the Offeror's Final Cost Proposal, Line 27, of GSA Form 1217, Lessor's Annual Cost Statement.

3.8 CONTRACT CHANGES:

At any time, the Contracting Officer may make changes within the scope of the lease by a written order pursuant to the Changes Clause set forth in Paragraph 33 of GSA Form 3517B, attached hereto and made a part hereof, and provisions as set forth below.

The clauses entitled "Changes" in FAR 52.243-4 and "Differing Site Conditions" in FAR 52.236-2 will be supplemented with the following two clauses. The clause in Paragraph 3.8.1 below will apply to negotiated changes exceeding \$500,000 and does not provide ceiling rates for indirect expenses. Such expenses will be included as part of the submission of certified cost and pricing data, and will be negotiated by the Contracting Officer and audited in accordance with Department of Veterans Affairs Acquisition Regulation (VAAR) 815.805-5. (A copy of this provision is available upon request.) When the negotiated change will be less than \$500,000, the clause specified in Paragraph 3.8.2 below will apply. Certificates of current cost and pricing data shall accompany proposals over \$100,000 and not exceeding \$500,000. If cost and pricing data are required by FAR for proposals of \$100,000 or less, the Contracting Officer may require that it be certified in accordance with FAR 15.403-4(a)(2). It must be emphasized that the indirect cost rates are ceiling rates only, and the Contracting Officer will negotiate the indirect expense rates within the ceiling limitations. The clauses are a result of an approved FAR deviation pursuant to Subpart 801.4.

3.8.1 APPLICABLE TO CHANGES COSTING OVER \$500,000:

3.8.1.1 PROPOSALS FOR CHANGES:

When requested by the Contracting Officer, the contractor shall submit proposals for changes in work to the Contracting Officer or the Contracting Officer's designee. Proposals, to be submitted within 30 calendar days after receipt of request, shall be in legible form, original and two copies. The contractor shall provide cost or pricing data in accordance with the instructions in Table 15-2 of FAR 15-403-5 in the format indicated for "Modifications" //or other format acceptable to the Contracting Officer//. Proposals shall consist of an itemized breakdown that includes material quantities, unit prices, labor costs (separated into trades), construction equipment, etc. (Labor costs are to be identified with specific material placed or operation performed.) The contractor shall execute a Certificate of Current Cost or Pricing Data in accordance with FAR 15-406-2. The contractor must obtain and furnish with each proposal an itemized breakdown and certificate as described above, signed by each subcontractor participating in the change regardless to tier.

3.8.1.2 TENTATIVE PRICING:

When the necessity to proceed with a change does not allow sufficient time to negotiate a modification or because of failure to reach an agreement, the Contracting Officer may issue a change order instructing the contractor to proceed on the basis of a tentative price based on the best estimate available at the time, with the firm price to be determined later. Furthermore, when the change order is issued, the contractor shall submit a proposal for cost of changes in work within 30 calendar days.

3.8.1.3 SETTLEMENT BY DETERMINATION:

The Contracting Officer will consider issuing a settlement by determination to the contract, if the contractor's proposal required by Paragraphs 3.8.1.1 and 3.8.1.2 of this clause is not received within 30 calendar days or if agreement has not been reached.

3.8.2 APPLICABLE TO CHANGES COSTING \$500,000 OR LESS:

Editing Note: Refer to Part IX for a Sample Certificate of Current Cost or Pricing Data.

3.8.2.1 PROPOSALS FOR CHANGES:

When requested by the Contracting Officer, the contractor shall submit proposals for changes in work to the Contracting Officer or designee. Proposals, to be submitted within 30 calendar days after receipt of

request, shall be in legible form, original and two copies, with an itemized breakdown that will include material, quantities, unit prices, labor costs (separated into trades), construction equipment, etc. (Labor costs are to be identified with specific material placed or operation performed.) The contractor must obtain and furnish with a proposal an itemized breakdown as described above, signed by each subcontractor participating in the change regardless of tier. When requested by the Contracting Officer, the contractor and each subcontractor participating in the change regardless to tier shall execute a Certificate of Current Cost or Pricing Data in accordance with FAR 15-406-2. For proposals over \$100,000, the cost or pricing data shall be submitted in accordance with the instructions in Table 15-2 of FAR 15-403-5 in the format indicated for "Modifications" //or other format acceptable to the Contracting Officer//.. No itemized breakdown will be required for proposals amounting to less than \$1,000.

3.8.2.2 TENTATIVE PRICING:

When the necessity to proceed with a change does not allow sufficient time to negotiate a modification or because of failure to reach an agreement, the Contracting Officer may issue a change order instructing the contractor to proceed on the basis of a tentative price based on the best estimate available at the time, with the firm price to be determined later. Furthermore, when the change order is issued, the contractor shall submit a proposal for cost of changes in work within 30 calendar days.

3.8.2.3 SETTLEMENT BY DETERMINATION:

The Contracting Officer will consider issuing a settlement by determination to the contract, if the contractor's proposal required by Paragraphs (a) and (b) of this clause is not received within 30 calendar days, or if agreement has not been reached.

3.8.2.4 ALLOWANCES FOR OVERHEAD AND PROFIT:

Allowances not to exceed 10 percent each for overhead and profit for the party performing the work will be based on the value of labor, material, and use of construction equipment required to accomplish the change. As the value of the change increases, a declining scale will be used in negotiating the percentage of overhead and profit. Allowable percentages on changes will not exceed the following: 10 percent overhead and 10 percent profit on the first \$20,000; 7-1/2 percent overhead and 7-1/2 percent profit on the next \$30,000; 5 percent overhead and 5 percent profit on balance over \$50,000. Profit shall be computed by multiplying the profit percentage by the sum of the direct costs and computed overhead costs.

3.8.2.5 ALLOWABLE FEE ON CHANGES:

The prime contractor's or upper-tier subcontractor's fee on work performed by lower-tier subcontractors will be based on the net increased cost to the prime contractor or upper-tier subcontractor, as applicable. Allowable fee on changes will not exceed the following: 10 percent fee on the first \$20,000; 7-1/2 percent fee on the next \$30,000; and 5 percent fee on balance over \$50,000.

3.8.2.6 MULTIPLE TIERS:

Not more than four percentages, none of which exceed the percentages shown above, will be allowed regardless of the number of tiers of subcontractors.

3.8.2.7 CREDIT ITEMS:

Where the contractor's or subcontractor's portion of change involves credit terms, such items must be deducted prior to adding overhead and profit for the party performing the work. The contractor's fee is limited to the net increase to contractor of subcontractors' portions of cost computed in accordance herewith.

Where a change involves credit items only, a proper measure of the amount of downward adjustment in the contract price is the reasonable cost to the contractor if he/she had performed the deleted work. A reasonable allowance for overhead and profit are properly includable as part of the downward adjustment for a deductive change. The amount of such allowance is subject to negotiation.

3.8.2.8 TAX AND INSURANCE:

Cost of Federal Old Age Benefit (Social Security) tax and of Workmen’s Compensation and Public Liability insurance appertaining to change are allowable. While no percentage will be allowed thereon for overhead or profit, prime contractor’s fee will be allowed on such items in subcontractors’ proposals.

3.8.2.9 ITEMS INCLUDED IN OVERHEAD AND FEE:

Overhead and contractors fee percentages shall be considered to include insurance, other than mentioned herein; field and office supervisors and assistants; security police; use of small tools, incidental job burdens, and general home office expenses; and no separate allowance will be made therefor. Assistants to office supervisors include all clerical, stenographic, and general office help. Incidental job burdens include, but are not necessarily limited to, office equipment and supplies, temporary toilets, telephone, and conformance to OSHA requirements. Items such as, but not necessarily limited to, review and coordination, estimating, and expediting relative to contract changes are associated with field and office supervision and are considered to be included in the contractor’s overhead and/or fee percentage.

3.8.2.10 BOND PREMIUM ADJUSTMENT:

Bond premium adjustment, consequent upon changes ordered, will be made as elsewhere specified at the time of final settlement under the contract and will not be included in the individual change.

3.8.2.11 IMPLEMENTATION OF CHANGES:

Upon receipt of a written order from the Contracting Officer for a change(s), the Lessor shall immediately begin to implement such a change(s). Any dispute involving entitlement to additional compensation or additional time for the work performed will be resolved pursuant to the terms of the Disputes Clause, if not otherwise resolved by the parties. However, nothing in that clause shall excuse the Lessor from proceeding with the contract as changed.

Lump sum payment for changes shall be made upon completion, acceptance, and beneficial occupancy of the building.

3.9 WAIVER OF CLAIMS FOR WASTE OR DAMAGES:

The Lessor will be required to waive the right to claim for waste or damages arising from the making or removing of alterations or special work (Paragraph 3.4).

All property placed in, upon, or attached to the premises to be leased that is provided by the Government (paragraph 6.3.3) or for which the Government pays by means of lump-sum (Schedule B items), shall be and remain the property of the Government, and may be removed or otherwise disposed of by the Government at its sole discretion. The Lessor will be required to waive the right to claims arising from the removal or disposal of any Government property that remains in, upon, or attached to the premises at the termination of the lease.

3.10 LIQUIDATED DAMAGES:

In case of failure on the part of the Lessor to complete the work within the time fixed in the lease contract or letter of award, the Lessor shall pay the Government as fixed and agreed liquidated damages, pursuant to this clause, the sum of **//\$1,500.00//** for each and every calendar day that the delivery is delayed beyond the date specified for delivery of all the space ready for acceptance and beneficial occupancy by the Government.

3.11 RECORDATION REQUIREMENTS:

The Lessor will be required to execute all documents necessary to record the lease in the county or political subdivision in which the building is located. The recordation and all expenses associated with this action are the responsibility of the Lessor. This action must be accomplished within 30 calendar days after award. Evidence of such must be provided to the Contracting Officer.

3.12 ADJUSTMENT FOR VACATED PREMISES:

If the Government fails to occupy any portion of the leased premises or vacates the premises in whole or in part prior to expiration of the firm term of the lease, the rental rate shall be reduced as follows: the rate shall be reduced by that portion of the cost per square foot of operating expenses not required to maintain the space. Said reduction shall occur after the Government gives 30 days prior notice to the Lessor, and shall continue in effect until the Government occupies the premises or the lease expires or is terminated.

3.13 RELOCATION ASSISTANCE ACT:

If an improved site is offered and new construction will result in the displacement of individuals or businesses, the successful Offeror shall be responsible for payment of relocation costs for displaced persons in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and 49 CFR Part 24.

3.14 RENTABLE AND NET USABLE SQUARE FEET:

3.14.1 RENTABLE SPACE

Rentable Space is the area for which a tenant is charged rent. It is determined by the building owner and may vary by city or by building within the same city. The rentable space may include a share of building support/common areas such as elevator lobbies, building corridors, and floor service areas. Floor service areas typically include restrooms, janitor rooms, telephone closets, electrical closets, and mechanical rooms. The rentable space does not include vertical building penetrations and their enclosing walls, such as stairs, elevator shafts, and vertical ducts.

Offerors shall indicate on GSA Form 1364, Proposal to Lease Space, Section III (Lease Terms), Block 21, the cost per rentable square footage and the amount of rentable space offered.

3.14.2 NET USABLE SPACE

Net usable space is that portion of rentable space that is available for a tenant’s personnel, furnishings, and equipment. Net usable space is the area for which VA will pay a square foot rate. It is determined as follows:

If the space is on a single tenancy floor, compute the inside gross area by measuring between the inside finish of the permanent exterior building walls or from the face of the convectors (pipes or other wall-hung fixtures) if the convector occupies at least 50 percent of the length of exterior walls.

If the space is on a multiple tenancy floor, measure from the exterior building walls as above and to the room side finish of the fixed corridor and shaft walls and/or the center of tenant-separating partitions.

In all measurements, make no deductions for columns and projections enclosing the structural elements of the building. Deduct the following from the inside gross area including their enclosing walls to arrive at the figure for net usable square feet:

Editing Note: percentage of interior circulation may be estimated from the conceptual floor diagram to be included with the solicitation.

[]% of inside gross area for corridors and circulation

Public toilets and public lounges. See Paragraph 4.2.4.

Building equipment and service areas.

Entrance lobbies.

Stacks and shafts.

Housekeeping closets. See Paragraph 4.2.3.

Editing Note: following paragraph generally applies to multiple tenant facilities.

3.15 APPURTENANT AREAS:

The right to use appurtenant areas and facilities is included. The Government reserves the right to post Government rules and regulations where the Government leases space.

3.16 VENDING FACILITIES:

Editing Note: Include second sentence for multi-tenant building.

The Lessor will have no right to control or receive income from automatic vending machines located in the vending facility of the leased premises.// VA will ensure that the facility does not compete with other facilities having exclusive rights in the building. Offerors must advise VA if such rights exist.//

3.17 PLANS AND SPECIFICATIONS- SUBMISSION WITH OFFER:

Offeror shall submit with the offer two sets of blackline prints with the following minimum information.

NOTE 1: Failure to provide plans and specifications in accordance with the requirements above may cause the offer to be deemed unacceptable and rejected accordingly.

NOTE2: The conceptual floor diagram provided by VA as a part of this Solicitation is intended to convey desired floor locations and adjacency relationships of the main components of the program. The interior layout and footprint of the building may vary as a result of actual site conditions and building design development. The number and location of doors will vary as the Offeror develops detailed plans. The conceptual diagram also shows rooms dedicated to building services. The size and location of these rooms will vary as the Offeror develops detailed plans. It is the Offeror's responsibility to design the building to comply with applicable Building Codes and ordinances. **Offerors are advised that rent payment will not be made for delivered space that is in excess of the maximum NUSF solicited.**

3.17.1 SITE PLAN(S):

Minimum scale 1"=40'. Plan(s) shall show all site and building demolition, and all site improvements including grading, exterior equipment location, parking, vehicle and pedestrian circulation, storm water retention, and landscaping. Indicate any relationship to flood plains, adjacent uses, and current zoning status.

3.17.2 FLOOR PLAN(S):

Submit, as a minimum, a double line layout for all floors, penthouses, and roof areas with double line exterior walls at a scale not less than 1/8 inch. Show all rooms, doors, corridors, basic column grid, assumed column sizes, expansion and seismic joint locations, electrical closets and equipment rooms, telecommunications closets, mechanical shafts and space, and (if applicable) all vertical circulation, i.e., stairs and elevators. Doors may be indicated with a slash mark.

Identify each room or space with its space identification number from the VA Space Program, name, and the program net area over the designed net area. Names on drawings shall be the same as those used in the space program. Provide area figures in fractional form, e.g., 400/390. Indicate space provided, but not called for in the space program, as -/390.

When the project includes more than one department or service, outline and label each service with its name and code. When a service is fragmented or scattered in various locations, similarly outline and identify (use code number alone where space is limited) each piece. Show the overall exterior dimensions for determining the total building gross area.

3.17.3 ELEVATIONS:

Submit preliminary elevations of all facades showing massing, proposed fenestration and the building relationship to adjacent structures and the finish grade. Show all significant building materials, any proposed roof top mechanical equipment, and architectural screens on the elevation drawings. If applicable, indicate future expansion (vertical and horizontal). Provide a schematic section to define building configuration.

Provide a computer-generated architectural perspective of the building.

Provide outline specifications for exterior closure systems, exterior doors and windows, roofing, and HVAC systems.

3.18 DESIGN CONCEPT: SUBMISSION WITH OFFER:

The Offeror shall submit a written design concept. As a minimum, the design concept shall include a detailed narrative explanation and analysis of the architectural (including interiors) and engineering design. The narrative shall conceptually describe and analyze the nature of the building, including the durability of construction materials, building systems, vapor barrier for the building envelope, and design features, which shall be considered in relation to VA's space program and other requirements of this Solicitation.

3.18.1 ARCHITECTURE:

Submit an architectural narrative explaining the design concept including exterior design; interior finishes and interior design concept. Describe any changes from VA supplied concept plan for organization of spaces, departments, building entrances, and major circulation routes.

3.18.2 FIRE PROTECTION:

Submit a narrative explaining building construction type, building fire/smoke separation, fire sprinkler/standpipe systems, water supply available/maximum demand, and fire alarm systems. Indicate NFPA 220 and IBC fire resistive ratings of the building.

3.18.3 MECHANICAL:

Submit a narrative that clearly states the engineering criteria and rationale used for selecting the type of HVAC system(s) and tentative zoning of the systems. State clearly all assumptions and parameters used in calculating heating and cooling loads. If the calculations are performed on a computer, provide the name of the program. Provide a list of the energy conservation measures proposed to be used in the HVAC system design. State clearly the logic and criteria used in selecting each conservation measure. Investigate the availability of utilities, such as natural or propane gas, electricity, etc. for the HVAC equipment and provide description of their status.

Editing Note: Include following for projects over 100,000 NUSF.

//Provide a single-line schematic plan of HVAC zoning.//

3.18.4 ELECTRICAL:

Submit a narrative that clearly states the electrical design approach, including basic assumptions and information regarding the local electrical utility company. Describe extent of utility company work if any is required.

3.19 CALCULATIONS: SUBMISSION WITH OFFER:

This information will be used to evaluate the "Quality of Building and Design Concept" factor as referenced in Paragraph 2.2.

3.19.1 AREA COMPUTATIONS:

Submit key plans or diagrams to indicate methodology used to compute total gross area of the building and the total inside gross area minus the deductions as specified in Paragraph 3.14 of this Solicitation to arrive at the total net usable square foot calculation.

Editing Note: Include the following paragraph if Lessor is to submit calculations for VA review and verification. Coordinate column headings with the format of the Space Program in Schedule C.

//Provide a tabular Space-Accounting Summary Table using format shown in Schedule C of this SFO. Include columns entitled Departmental Function, Approved Space Program Net Square Feet (NSF), Designed Net Square Feet, Variance from Approved Space Program Net Square Feet; column totals; and a Total Project Net to Gross Factor. Also, list separately the area required for additions to the program, unassigned space, major circulation (inter-departmental corridors, stairs, elevators), major mechanical and electrical spaces, exterior walls, and special requirements.//

3.19.2 HVAC CALCULATIONS:

Submit preliminary HVAC block load calculations for estimated heating and cooling requirements of the building (BTU's per gross square foot per year).

3.19.3 ELECTRICAL CALCULATIONS:

Submit preliminary electrical square foot load calculations for both normal and emergency use. Separate calculations into lighting, receptacles, and equipment power (medical, radiology, // elevator, // and mechanical).

3.20 ENERGY EFFICIENCY:

Design of the building envelope, energy distribution systems and equipment for auxiliaries, heating, ventilation, air conditioning, service water heating, lighting, and energy management shall comply with Section 6 of this solicitation.

3.21 DESIGN DEVELOPMENT AFTER AWARD:

Design development after award will not only be in accordance with the specific Solicitation requirements, but will also be a direct extension of the submitted design concept. The design development shall retain all the functional and basic physical characteristics of that concept. The Contracting Officer shall have the right to reject any aspect of subsequent design that varies from the concept and would adversely affect the Government's use and occupancy of the space or the Government's other interests in the building, as set forth or implied in this Solicitation. Nonetheless, the Offeror may propose for the Contracting Officer's acceptance, or the Contracting Officer may propose for the Offeror's acceptance, evolutionary adaptations or changes to the concept that improve the design. Neither party will unreasonably withhold such acceptance of demonstrated beneficial design adaptations of the concept which would not measurably increase the costs of construction, operation or occupancy of the space or building and which would not decrease the utility of the space or building to either party. Changes to planned design layout do not constitute a change for cost.

3.22 DESIGN DEVELOPMENT DRAWINGS:

The Lessor will work in conjunction with the Contracting Officer's designee to complete the final layout and equipment drawings based on the conceptual layout diagram included with the lease documents at time of award.

3.22.1 LAYOUT DRAWINGS:

Utilizing the conceptual layout diagram provided by VA at time of award and working in conjunction with the Contracting Officer or designee, the Lessor shall produce final layout drawings within 30 calendar days of award. Schedule C of this Solicitation provides guidance on room sizes and finishes, which may or may not reflect final room sizes or arrangement of space. Final layout drawings shall be double line plans of all floors at 1/8 inch scale and designated areas at 1/4 inch scale. Drawings shall be of sufficient precision and/or adequately dimensioned so that the Government may accurately compute Net and Gross areas to verify compliance with solicitation requirements.

3.22.1.1 REVIEW OF DRAWINGS BY VA:

The Lessor shall provide three complete sets of full size (nominal 30 inches by 42 inches) and three sets of half size black line prints of required drawings for each review. The lessor shall partition the space in accordance with layout drawings approved by the Contracting Officer or designee.

NOTE: The Lessor shall allow approximately 15 working days for review and comment by the Government at each review stage.

3.22.1.2 FIRST DESIGN DEVELOPMENT SUBMITTAL:

Within 45 calendar days of receipt of verbal or written VA approval of the final layout drawings, the Lessor shall then produce and submit:

Elevations showing all significant materials, including their colors, roof top mechanical equipment, and any architectural screens. Elevations shall also show massing, proposed fenestration, and the building's relationship to adjacent structures and the finish grade.// If building is designed for future expansion, delineate elevations with and without the future expansion.//

Preliminary Equipment Plans at 1/4 inch scale which reflect the requirements in this Basic Solicitation as well as Schedule B "Special Equipment Requirements." Identify all equipment for each room in the areas listed below.

Ambulatory Care (typical rooms and Emergency);

//Cardiovascular Laboratories;//

//Dental Service;//

//[Insert Specialty Clinic(s) as appropriate];//

//Laboratory;//

//Pharmacy;//

//Radiology;//

//Surgical Service (Ambulatory Surgery)//

Equipment floor plans are not required for the offices, consultation rooms, classrooms, conference rooms, and waiting rooms within the above departments.

Interior Design: Submit updated interior design narrative and sample of filled out finish schedule for lobby, corridors, waiting areas, and typical offices and exam rooms.

3.22.2 SECOND DESIGN DEVELOPMENT SUBMITTAL:

After VA's review of preliminary equipment drawings, the Lessor shall submit within 30 calendar days:

Minimum 1/8 inch scale floor plans for each floor showing all plumbing fixtures, room names, room numbers, door locations and swings, smoke and fire rated partitions, fire extinguisher cabinets, and the net program area over the designed net area. Show wall thickness and chase walls. Indicate handrails, where required. Show column grid with columns indicated, and expansion and seismic joints. Label departments or services. Provide roof plan, updated elevations, and building sections.

Final completed equipment drawings along with a list of any changes or deviations from Schedule B for review and approval by the Contracting Officer or designee.

1/8 inch scale drawings showing the selected structural system for typical bays. Show beam depths, slab thickness, column sizes, load bearing walls, lateral load resisting element, foundation sizes, and expansion joints. Show typical details correlating architectural and mechanical features. Submit supporting calculations.

Provide the first version of the detailed zone heating and cooling load calculations. For air handling units, heating and ventilating units, and exhaust air systems, estimate capacities in cubic feet per minute, static pressure, and required fan motor horsepower. Provide equipment schedule for each item of major equipment. Assemble and provide available preliminary electrical power (normal and emergency) data to the electrical discipline. Provide 1/8 inch scale HVAC floor plans for typical areas showing the proposed routing of the main air distribution and piping layouts. Ductwork and piping may be shown in single line.

Submit 1/8-inch scale plumbing plans that will be construction drawings. Identify plumbing fixtures and major equipment items. Identify medical gas and laboratory gas outlets.

Contact the electrical utility that will supply electrical power. Modify the previous submission documents to meet the utility company's requirements. Submit a written summary of any conversations with the electrical utility. Submit a full set of preliminary electrical lighting, power and signal floor plans. Submit proposed one-line and riser diagrams of the normal electrical power distribution system and the emergency power system. Final equipment ratings may vary, but locate all equipment and identify and size dimensionally for adequate capacity.

3.23 CONSTRUCTION DOCUMENTS & REVIEW OF DRAWINGS:

The Construction Document phase involves the production of complete drawings, specifications, and other documents necessary for the bidding and construction of the project, prepared from the approved design development documents. It is the Lessor's responsibility to provide a quality set of documents. Related documents shall be complete and fully coordinated. Prior to reproduction for issue for construction bids, make any changes to the documents identified as necessary by the Contracting Officer during reviews. 100% Construction Documents shall contain the seal of a professional engineer or architect, registered in the discipline represented by the drawing. Final calculations shall contain the seal of a registered professional engineer. Persons sealing the construction documents or calculations shall be the entities identified by the Lessor under Paragraph 2.2.2.3.3 Design Team Qualifications above.

Drawings and related data shall be prepared in accordance with the National CAD Standard (NCS) published by the National Institute of Building Sciences (NIBS) as amended by the VHA *National CAD Standard Application Guide* with regard to conventions in layer names, drawing organization, and plotting.

3.23.1 75% CONSTRUCTION DOCUMENTS:

Within 45 calendar days of receipt of either verbal or written VA approval of the Second Design Development Submittal, the Lessor shall produce a complete set of 75% construction documents and specifications for review.

3.23.1.1 SITE:

The Site drawings shall indicate all site features required by the lease documents such as, for example, building location, parking, roadways, access ways, landscaping, irrigation system, //MRI pad, //gazebo, //smoking shelter, sidewalks, etc. The site drawing shall be 1" = 40'. Provide specifications for site improvements.

3.23.1.2 STRUCTURAL:

The Structural drawings shall show all structural members and details, including type of construction (steel, concrete, etc.), size of structural members, and connection details. Submit calculations for gravity and lateral (wind/seismic) load requirements. Submit structural specifications and calculations.

3.23.1.3 ARCHITECTURAL:

Architectural drawings: Submit fully dimensioned, 1/8 inch scale floor plans showing all revisions required by comments from the design development phase. Submit interior details, elevations, and sections. Submit a complete and coordinated finish schedule. Submit completed building sections, wall sections, and exterior elevations that show finish floor elevations and indicate all building systems, materials, and future expansion, if applicable. Submit completed, coordinated reflected ceiling plans for entire building, indicating all ceiling mounted equipment, lighting fixtures, air diffusers, registers, tracks, etc. Submit completed 1/4-inch scale equipment plans, plus equipment elevations and details. Submit all necessary and coordinated details and specifications. Submit drawing(s) for all graphics and signage that are part of the solicitation.

3.23.1.4 FIRE PROTECTION/LIFE SAFETY:

Submit 75 percent complete fire protection drawings, including the following: //details of the fire pump system, including elevation and isometric detail of fire pump;// //details of the stairwell sign indicating stairwell number, floor number, and upper and lower floor terminus of stairwell;// door and window schedule indicating fire rating and whether fire rated glazing will be provided; //Interconnection of elevator controls with fire alarm system;// //Interconnection of kitchen fire extinguishing and fire pump system to the fire alarm system;// zoning of each fire alarm initiating device; single line riser diagram for the fire alarm system; detail of annunciator panel; //height and configuration of storage racks and shelving if provided with contract.// Provide reference note to HVAC drawings that indicate interconnection HVAC system (dampers, fans) with duct smoke detectors and/or fire alarm system. Provide final calculations. Submit fire protection specifications.

3.23.1.5 MECHANICAL:

Provide complete and final engineering calculations of all systems. In addition to specifications, provide complete selection data, including catalogue cuts and calculations, for all HVAC equipment and drawings showing all equipment schedules. Complete the coordination requirements with fire protection, electrical, plumbing, architectural (louvers, ceiling access panels, reflected ceiling plans, etc.), and structural work (operating weights of ceiling and floor mounted equipment, concrete and steel supports, roof and floor openings, etc.). Submit 75 percent complete HVAC floor plans for all areas showing all ductwork and piping at 1/8 inch scale. Submit 75 percent complete HVAC floor plans for all mechanical equipment rooms with at least two cross-sections taken at right angles to each other at 1/4 inch scale. Show all equipment located on roof and/or grade.

3.23.1.6 PLUMBING:

Submit 75 percent complete and coordinated drawings to include Riser diagrams, Legend, notes and details. Submit specifications and final calculations.

3.23.1.7 ELECTRICAL:

Show all new services to building, transformers, street lighting, grounds lighting, and the utility service point and meter location on the electrical plot plan. Complete the one-line riser diagram including all conduit, cable, ground wire, and equipment sizes. Indicate nominal transformer impedance. Show transformers, panelboards and feeders in relative positions. Tabulate all panelboards schedules. Provide signal, telephone, security, and fire alarm risers; identify all devices and locations. Complete the building electrical floor plans. Indicate all lighting and power circuit systems. Show motor protective devices, and controller and feeder sizes. Locate all panels, transformers, and other major electrical components. Provide specifications and final calculations. Provide written approval by the utility company of the design of the electrical incoming service. Furnish copies of pertinent correspondence.

3.23.2 100% CONSTRUCTION DOCUMENTS:

Within 30 calendar days of receiving either verbal or written notification of VA's 75% construction document review comments, the Lessor shall submit a 100% complete set of working drawings and specifications for review by the Contracting Officer or designee. The Lessor shall incorporate all VA comments of the 75% contract document submittal.

NOTE: The Lessor shall allow approximately 15 working days from date of receipt for review and comment by the Government at each review stage.

3.23.3 INDEPENDENT TECHNICAL REVIEW:

The Lessor shall be responsible for paying for an independent technical and life safety review of all construction documents at the 75% and 100% submissions. The reviews shall encompass all disciplines. The reviews shall be accomplished by independent professional entities selected by VA that are registered in the appropriate fields of expertise.

The independent reviews are limited to checking for general compliance with the SFO and VA design criteria. The independent reviews do not take the place of code review by the Authority Having Jurisdiction (AHJ) and it do not relieve the Lessor of the responsibility of ensuring that the documents go through the review and permitting process of the local AHJ. Further, the 100% CD review does not include any post-review check by the independent reviewers to determine that the review comments have been incorporated into the final design and construction of the facility. If the independent technical review conflicts with the review by the AHJ, the more stringent requirement shall apply. If there is any question as to which requirement shall apply, the Lessor shall request a determination from the Contracting Officer.

In addition to the documents required for VA review, the Lessor shall provide the following for each submission:

- 2 complete sets of full size (nominal 30 inch by 42 inch) black line prints of required drawings
- 6 complete sets of half size black line prints of required drawings
- 6 complete sets of Project specifications
- 2 complete set of required calculations and narratives

For purposes of this Solicitation For Offers (SFO), the [To be determined] firm of [To be determined] is the authorized representative of the Department of Veterans Affairs (VA) and shall provide technical review services to VA in connection with this Lease. It is understood between the Lessor and VA that [To be determined] shall provide independent technical services on behalf of VA to assist in reviewing drawings.

In connection with the provisions of such independent technical services, the Lessor shall provide in the base rental rate a sum of //\$50,000// //[\$ _____]// to be paid to [To be determined]. Such fee shall be due and payable, as follows:

Approximately one-half of the fee shall be paid to [To be determined] within thirty (30) calendar days following receipt by the Lessor of an invoice certified and approved by VA; following review of the 75% drawings, and

The balance of the fee shall be paid to [To be determined] within thirty (30) calendar days following receipt by the Lessor of a final invoice certified and approved by VA; following review of the 100% drawings.

The Lessor's responsibilities to pay the fee(s) to [To be determined] is independent of any other Lessor financial responsibilities of this Lease and shall not be used to negotiate or offset any credits owed VA by the Lessor. However, in the event Lessor shall fail to pay the fee(s) owed to [To be determined] pursuant to the compensation schedule outlined herein, VA, at VA's sole option, shall pay the fee owed on behalf of Lessor to [To be determined] out of rent payments and/or any lump-sum payments owed or to-be-owed to Lessor for reimbursement(s) for services/work provided by the Lessor.

3.24 PROJECT SCHEDULE

Editing Note: Contact CPM Scheduling in Office of Facilities Management, Service Delivery Office for assistance with NAS schedules.

3.24.1 NAS SCHEDULE:

The Lessor shall develop a Network Analysis System (NAS) plan and schedule demonstrating fulfillment of the contract requirements, shall keep the network up-to-date in accordance with the requirements of this paragraph, and shall utilize the plan for scheduling, coordinating and monitoring work under this lease contract (including all activities of subcontractors, equipment vendors, and suppliers). Conventional scheduling techniques shall be utilized to satisfy time applications. All schedule data and reports required under this paragraph shall be based upon regular total float schedules. The Lessor shall designate an authorized representative in the firm who will be responsible for the preparation of the network diagram and will review and report progress of the project with and to the Contracting Officer or designee. The Lessor's designated representative shall have direct project control and complete authority to act on behalf of the Lessor in fulfilling the requirements of this paragraph, and such authority shall not be interrupted throughout the duration of the project.

3.24.2 SCHEDULE UPDATES:

The Lessor shall provide to VA **monthly** computer-generated schedule report updates. The Lessor is responsible for the timely submission and correctness of the monthly reports provided to the Contracting Officer or designee. VA shall report errors in the reports to the Lessor's representative within seven (7) calendar days from receipt of reports. The Lessor shall reprocess the reports when requested by the Contracting Officer or designee, to correct errors that affect the schedule for the project.

3.24.3 DATES:

The successful Lessor shall provide a combined project schedule for design and construction. Within 45 calendar days after award, the Lessor shall submit to the Contracting Officer or designee a project schedule giving the dates on which the various phases of design and construction will be completed to coincide with the Government's required occupancy date (refer to Paragraph 1.6 of the Solicitation). The schedule shall clearly indicate the completion of significant activities/events, including but not limited to:

- Submittal of completed First Design Development Package
- Submittal of completed Second Design Development Package.
- Submittal of completed Preliminary Equipment drawings.
- Submittal of completed Equipment Drawings and List of Deviations from Schedule B.
- Submittal of completed Working Drawings and Specifications for first review.

Submittal of completed Working Drawings and Specifications.

Submittal of completed Preliminary Site Plan.

Submittal of final Completed Site Plan.

Issuance of a Building Permit.

Start of Construction.

Completion of principal categories of work.

Testing and balancing.

Building Systems Certification.

Final Inspection

Final Completion of construction.

Occupancy permit.

3.24.4 ACTIVITIES:

The schedule shall contain approximately 1000 activities/events and shall break up the work into activities/events of duration no longer than 20 work days each, except as to non-construction activities/events (i.e., submittal of shop drawings, submittal review, fabrication, procurement of materials and equipment, delivery of materials and equipment, concrete and asphalt curing, testing and balancing, etc.) and any other activities/events for which the Contracting Officer or designee may approve the showing of a longer duration. The duration for VA approval of any required submittal, shop drawing, or other submittals shall not be less than 15 calendar days.

The schedule shall describe work activities/events clearly, so the work is readily identifiable for assessment of completion. Activities/events labeled "start," "continue," or "completion," are not specific and will not be allowed. Lead and lag time activities will not be acceptable.

3.24.5 GOVERNMENT REVIEW:

To the extent that the network diagram or any revised network diagram shows anything not jointly agreed upon, it shall not be deemed to have been approved by the Contracting Officer or designee. Failure to include any element of work required for the performance of this contract shall not excuse the Lessor from completing all work required within any applicable completion date of each phase regardless of the Contracting Officer or designee approval of the network diagram.

3.25 PROGRESS REPORTS:

After receipt of VA approved Second Design Development Submittal, the successful Lessor shall submit to the Contracting Officer or designee written progress reports every 30-calendar days, based upon the monthly updated NAS. The report shall include information as to percentage of the work completed by phase and trade, a statement as to expected completion and occupancy dates, changes introduced into the work, and general remarks on such items as material shortages, strikes, weather, or the like.

3.25.1 REMEDIAL ACTION:

Whenever it becomes apparent from the current monthly updated schedule that phasing or contract completion dates will not be met, the Lessor shall execute some or all of the following remedial actions:

Increase construction manpower in such quantities and crafts as necessary to eliminate the backlog of work.

Increase the number of working hours per shift, shifts per working day, working days per week, the amount of construction equipment, or any combination of the foregoing to eliminate the backlog of work.

Reschedule the work in conformance with the solicitation requirements.

The Lessor shall notify the Contracting Officer or designee concerning what actions are being taken to mitigate the proposed schedule changes. The project schedule revisions shall be incorporated by the Lessor into the network diagram before the next update, at no additional cost to the Government.

3.25.2 REVISIONS TO SCHEDULE:

Within 10 calendar days after any project progress schedule update, the Lessor shall submit a revised project schedule for any of the following reasons:

Delay in completion of any activity/event or group of activities/events that indicates an extension of the project completion by 20 working days or 10 percent of the remaining project duration, whichever is less. Such delays, which may be involved with contract changes, strikes, unusual weather, and other delays, will not relieve the Lessor from the requirements specified unless the conditions are shown on the schedule as the direct cause for delaying the project beyond the acceptable limits.

Delays in submittals, or deliveries, or work stoppage are encountered which make rescheduling of the work necessary.

The schedule does not represent the actual prosecution and progress of the project.

Project schedule revisions made under this paragraph which affect the previously approved computer-produced schedules for Government furnished equipment, contract phase(s) and sub-phase(s) or any other previously contracted item, must be furnished in writing to the Contracting Officer or designee for approval.

3.25.3 APPROVAL OF SCHEDULE:

The Contracting Officer or designee approval for the revised network diagram and all relevant data is contingent upon compliance with all other paragraphs of this section and any other previous agreements by the Contracting Officer or designee.

3.25.4 COSTS OF REVISIONS:

The cost of revisions to the network diagram resulting from contract changes will be included in the proposal for changes in work as specified in Paragraph 3.8, Contract Changes, of this Solicitation, and will be based on the complexity of the revision or contract change, man hours expended in analyzing the change, and the total cost of the change.

The cost of revisions to the network diagram not resulting from contract changes is the responsibility of the Lessor.

3.26 CONSTRUCTION OBSERVATION:

Observations of the work during construction will be made periodically by the Contracting Officer and/or the designated Contracting Officer's Technical Representative (COTR) to review compliance with the Solicitation requirements and the final working drawings.

Periodic reviews, tests, and other field observation by the Government are not to be interpreted as superintendence nor as resulting in any approval of the Lessor's apparent progress toward meeting the Government's objectives; but are intended to discover any information that the Contracting Officer may be able to call the Lessor's attention to prevent costly misdirection of effort. The Lessor will remain completely responsible for designing, constructing, operating and maintaining the building in full accordance with the requirements of this Solicitation.

The Lessor shall provide VA with a copy of all inspection reports for inspections conducted by local, regional, and state code authorities from the start of construction through issuance of the certificate of occupancy.

3.27 SAMPLES AND SHOP DRAWINGS:

The Lessor shall provide submittals to the Government for approval of all materials and equipment in accordance with this solicitation. The Government accepts no responsibility for checking schedules or layout drawings for exact sizes, exact numbers, or detailed positioning of items. Approval by the Government does not relieve the Lessor of the responsibility of complying with the requirements of the specifications and lease.

3.28 USE OF FACILITY PRIOR TO DATE OF POSSESSION:

Space shall be delivered ready for occupancy by the date specified in Paragraph 1.6 of the Solicitation provided; however, that subject to mutually satisfactory arrangements between the Lessor and the Contracting Officer, the Government may enter the premises at any time subsequent to award of the contract to conduct such ceremonies as ground-breaking, cornerstone laying, and dedication and may occupy such portions of the property as may be necessary for such purposes. Further, the Lessor agrees to prohibit the conducting of such ceremonies in the leased premises or on the site thereof arranged by parties other than representatives of VA unless written approval is obtained from the Contracting Officer.

Editing Note: The following paragraph requires architectural and equipment plans in CAD format and reproducible mylar for management and planning purposes. Edit to include any requirements unique to the Medical Center or Station.

3.29 PLANS: AFTER OCCUPANCY:

Within 30 days after occupancy, the following as-built plans for the building under lease shall be provided to the Contracting Officer or designee. If the plans are not provided, VA will have the plans prepared at the Lessor's expense.

One set of mylar reproducible architectural floor plans, scaled at 1/8" = 1'-0".

One set of mylar reproducible equipment plans, scaled at 1/4" = 1'-0".

Clean and purged computer files of architectural floor plans and equipment plans in Auto/CAD 2000, or later format, shall be submitted on CD-ROM, properly labeled and indexed. Files shall comply with NCS format as specified in Paragraph 3.23 above. Submission shall be accompanied with a written matrix indicating the layering standards to ensure that all information is recoverable. All architectural features of the spaces shall be accurately shown.

3.30 PARTNERING:

In order to accomplish this contract effectively, the Government proposes to form a cohesive partnership with the successful Offeror and its subcontractors. This partnership would strive to draw on the strengths of each organization in an effort to achieve a quality project, done right the first time, within the budget, and on schedule. This partnership will be totally voluntary. The focus of partnering is to build a cooperative relationship with the private sector and avoid or minimize disputes and to nurture a more collaborative ethic characterized by trust, cooperation and teamwork. Partnering is defined as the creation of a relationship between the Government and the successful Offeror that promotes mutual and beneficial goals. It is a non-contractual, but formally structured, agreement formation of a "we" mentality for the benefit of the project. Any cost associated with developing this partnership will be agreed to by both parties, after contract award, and will be shared equally with no change in contract price.

SECTION 4: GENERAL DESIGN CRITERIA

4.1 CODES, STANDARDS, AND EXECUTIVE ORDERS:

The Lessor shall design and construct the building and site work in accordance with this solicitation, all applicable Federal regulations, local Building and Zoning Codes and ordinances, and applicable utility company requirements. The term “local Building and Zoning Codes and ordinances,” or similar text, shall be understood to mean the current codes and regulations as approved and administered by Authorities Having Jurisdiction (AHJ) at the project location at the time of construction. Where there is a conflict between the various codes or standards, the most stringent shall apply.

If no accepted codes or standards are enforced by the local authority, the following national codes and standards shall apply:

- International Building Code (IBC)
- International Plumbing Code (IPC)
- International Mechanical Code (IMC)

The following codes and standards shall apply to all projects:

Editing Note: Consider retaining and editing list of NFPA standards most commonly applicable to outpatient clinics.

National Fire Codes (NFC) published by the National Fire Protection Association (NFPA) //, including, but not limited to, applicable provisions of:

- NFPA 1, Fire Prevention Code
- NFPA 10, Standard for Portable Fire Extinguishers
- NFPA 13, Installation of Sprinkler Systems
- NFPA 14, Standpipe, Private Hydrant, and Hose Systems
- NFPA 20, Installation of Stationary Pumps
- NFPA 24, Private Fire Service Mains
- NFPA 25, Water Based Fire Protection Systems
- NFPA 30, Flammable and Combustible Liquids Code
- NFPA 45, Fire Protection for Laboratories Using Chemicals
- NFPA 50, Bulk Oxygen Systems at Consumer Sites
- NFPA 70, National Electrical Code
- NFPA 72, National Fire Alarm Code
- NFPA 75, Protection of Electronic Computer/Data Processing Equipment
- NFPA 90A, Standard for the Installation of Air-Conditioning and Ventilating Systems
- NFPA 99, Standard for Health Care Facilities
- NFPA 101, Safety to Life from Fire in Buildings and Structures (Life Safety Code)
- NFPA 220, Types of Building Construction; //

- Uniform Federal Accessibility Standards (UFAS)
- VA Barrier Free Design Guide, PG-18-13
- ADA Standards for Accessible Design (28 CFR Part 36)
- ASC-7-02 Minimum Design Loads for Buildings and Other Structures, published by American Society of Civil Engineers (ASCE)
- VA Seismic Design Requirements (H-18-8)

The following Executive Orders shall apply to all projects: Executive Order 13123, Greening the Government Through Efficient Energy Management including EPA Energy Star Building Criteria and Sustainable Building Design Concept and Principles.

4.2 CRITERIA FOR VA FACILITIES

Editing Note: before editing following section, verify type(s) of patients to be treated and quantity of rooms.

4.2.1 TUBERCULOSIS BUILDING REQUIREMENTS:

Facility must comply with requirements of Center for Disease Control (CDC) "Guidelines for Preventing the Transmission of Mycobacterium Tuberculosis in Health-care Facilities," MMWR, October 28, 1994, Vol. 43, No.RR-13. Generally infectious TB patients will not be treated at this facility. Non-infectious TB patients may be treated on an outpatient basis; however, these patients will be non-infectious and thus will not require isolation. Lessor shall provide exam rooms with the capability to treat undiagnosed patients who have symptoms of TB.

4.2.1.1 ISOLATION EXAM ROOM REQUIREMENTS:

Provide a minimum of //two// //[]// treatment rooms to isolate potential TB patients until they are diagnosed and moved to an appropriate treatment facility. These rooms will have the following minimum requirements:

Minimum of 12 air changes per hour.

One hundred percent (100%) dedicated, i.e., its own fan and ductwork, exhaust of air to outside through a HEPA filter with pressure independent constant volume air flow control and balancing devices. Under no circumstances will air from these treatment rooms be re-circulated into other areas of the building. Exhaust stack on roof shall be located a minimum of 25 LF from all air intakes and shall extend minimum of 7 ft above the roof (See VA Standard Detail 15902-13.dwg). Stack shall have discharge cone sized to maintain 3000 FPM outlet velocity.

Maintain negative pressure of a minimum of 10% and in compliance with recommendations and guidance of CDC.

Provide continuous electronic room monitoring of differential pressure when the room is occupied. Monitoring device as a minimum shall visually indicate status of room and have an audible warning with an adjustable time delay.

4.2.1.2 ISOLATION EXAM ROOM CERTIFICATION:

During HVAC systems balancing and/or commissioning, Lessor is responsible for certification of isolation exam rooms and the associated cost of certification of rooms.

4.2.2 WATER COOLERS:

The Lessor shall provide water coolers in the main lobby, each major waiting area, and in other areas as designated by the Contracting Officer. Lessor shall provide greater quantity of water coolers if required by Code. Water coolers shall be wall mounted bi-level electric water coolers.

4.2.3 HOUSEKEEPING CLOSETS:

A minimum of //two (2)// // [] // housekeeping aids closets (HAC) shall be provided. Each HAC shall contain a service sink with hot and cold water, ample space for storage of cleaning equipment, and shelving for cleaning materials and supplies. Lessor shall provide the supplies in accordance with Section 8 of this SFO. **No rental will be paid for these spaces** (see Paragraph 3.14 of this Solicitation).

Other housekeeping closets will be provided by VA.

4.2.4 PUBLIC RESTROOMS:

Space for public toilets must be provided in addition to the net usable square footage requirement contained in Schedule C of this Solicitation. VA will pay no rental for this public restroom facility space. See paragraph 3.14 of this Solicitation.

All public and common use toilet rooms shall be accessible to the handicapped. Accessible toilet facilities shall be located along an accessible path of travel and have accessible fixtures, accessories, doors with automatic door openers, and adequate maneuvering clearances which comply with criteria in PG-18-13 (Barrier Free Design Guide) and UFAS, or ADA Standards for Accessible Design (28 CFR Part 36), whichever is more stringent. Accessible toilet rooms shall be identified with the international symbol of accessibility located on the latch side of the door at a height of 63 inches. Water closets and urinals shall not be visible when the exterior room door is open.

Separate toilet facilities for men and women shall be provided on each floor occupied by the Government in the building. The facilities must be located so that employees will not be required to travel more than 150 feet on one floor to reach the toilets.

Each toilet room shall have sufficient water closets enclosed with stall partitions and doors as specified in Paragraph 7.14 of this Solicitation, urinals (in men's rooms), and lavatories with hot (set at 105 degrees Fahrenheit, if practical) and cold water in the number required by local Building Code and ordinances.

4.2.5 PUBLIC RESTROOMS FIXTURE SCHEDULE:

Public restrooms and associated fixtures shall be provided in accordance with local code.

4.2.6 PUBLIC TELEPHONES:

//Two (2)// // [] // public telephones shall be provided. At least one telephone location shall be a forward-approach telephone, and wall mounted with a minimum clearance of 29" from the floor to the lowest portion of the unit.

Provide push-button controls for accessible telephones where service for such equipment is available. The highest operable part of accessible telephones shall be a maximum of 40" above the finished floor. Accessible telephones shall have an unobstructed floor approach of at least 2' - 6" x 4' - 0". Telephones, telephone enclosures, and telephone booths and seats shall not reduce the required minimum clear width of accessible paths of travel.

Accessible telephones shall be equipped with a receiver that generates a magnetic field in the area of the receiver cap. At least one accessible telephone in a building or facility shall be equipped with a volume control.

4.2.7 PHYSICAL SECURITY REQUIREMENTS:

Editing Note: The following paragraphs indicate security requirements for specific rooms or areas. Delete areas not included in program.

Optional requirements are marked 'O' in the table below. If VA determines that such measures are required, CHANGE the mark to 'X' in the table; OTHERWISE DELETE the 'O' mark.

Lessor shall provide the following physical security measures or features for the spaces or areas as listed below.

LOCATION	APPLICABLE REQUIREMENTS (X)																	
	NOTES	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Canteen Retail Store		X	O		X	X					X	X					O	O
Canteen Storage Room		X	O	X	X	X					X	X					O	X
Canteen Office		X	O	X	X	X		X				X					X	O
Agent Cashier		O	X	X	X	X		X				X					X	
Pharmacy and Supply Drug Storage Rooms		X	X	X	X	X			X	X	O	X		X				
Pharmacy Dispensing Areas		X	X	X	X		X											
Pharmacy Manufacturing Area				X	X					X	O	X						
Acquisition & Materiel Management (A&MM) (Supply Warehouse)		X		X	X	X			X	X		X		X				
A&MM Silver Recovery		X		X	X	X						X						
Dental Precious Metal Storage		O		X	O	X						X					X	
Information Resources Management - DHCP		X		X	X	X					O	X						
Telephone Equipment Room				X	O	X						X						
Treatment Rooms													X	X	X			O

Editing Note: following paragraphs indicate specific security features or systems. Delete items not required for project.

NOTES TO PHYSICAL SECURITY TABLE

Note 1: WINDOWS

Windows with sills less than 40 feet from the ground or the roof of a lower abutment, less than 25 feet from windows of an adjoining building, and accessible by a building ledge leading to windows of other floor rooms require security mesh screening. Stainless steel security mesh screening shall be equivalent to woven mesh 0.028" wire diameter alloy #304 stainless steel, and have a tensile strength of 800 pounds per lineal inch. Mesh shall be equivalent to 12 x 12 per inch with main and sub frames of 12 gauge carbon steel with baked enamel finish and internal key locking slide bolts. Security mesh screens are to be installed on inside of windows.

Note 2: WALLS

Exterior walls of brick and masonry construction are acceptable. Gypsum board standard construction for interior building partitions. All bulk controlled substance drug storage vault walls shall be equivalent to brick or masonry construction.

Note 3: DOORS AND LOCKS

Solid core wood or hollow steel door construction shall be 1-3/4" thick. Dutch or half doors are unacceptable. Removable hinge pins on door exterior shall be spot welded preventing their removal. All doors must be fitted with two lock sets. If a door is not set in a steel frame, one of these locks must be a jimmy proof rim deadlock. Doors set in steel frames must be fitted with mortise lock with a deadlock pin feature. One lock (the day lock) must be automatically locking on door closure; requiring re-entry to the room with key or lock combination and allowing egress from the room by use of an inside thumb latch. The day lock on the main door must be automatically locking, with a minimum 3/4" dead bolt and inside thumb latch. Combinations or keys to day locks will be restricted to service employees and combinations changed immediately on the termination or reassignment of an employee.

Note 4: OTHER ROOM ACCESS MEANS

Ceiling overhead areas which enable entry into a secure room from an unsecured room must be barricaded by the installation of a suitable partition or ceiling which deters "up and over" access. Ventilation grills on doors and air circulation ducts which exceed 100 square inches in areas must be reinforced to prevent their removal from outside the room. Other possible access means such as dumbwaiter shafts, roof or wall ventilator housings, trap doors, etc., must be secured by appropriate means.

Note 5: MOTION INTRUSION DETECTORS

An intrusion detection alarm system which detects entry into the room and which broadcasts a local alarm of sufficient volume to induce an illegal entrant to abandon a burglary attempt. Intrusion detectors must have the following essential features:

An internal, automatic charging DC standby power supply and a primary AC power operation.

A remote, key operated activation/deactivation switch installed outside the rooms and adjacent to the room entrance door frame.

An automatic reset capability following an intrusion detection.

A local alarm level of 80 dB(min) to 90 dB(max) up to 100 feet from the protected room.

An integral capability for the attachment of wiring for remote alarm and intrusion indicator equipment (visual or audio).

A low nuisance alarm susceptibility.

Intrusion detector equipment which operates on the principle of narrow beam interception, microwave, or photo electric eye is unacceptable.

Installation Notes:

A locally sounding alarm should not be installed in a room which is close to a cardiac care or other special treatment area where a loud alarm would have an injurious effect on patients.

Intrusion detector alarms will be remotely monitored by a commercial security alarm monitoring firm, a local police department, or a security office charged with building security. The remoted alarms will be in addition to locally broadcast alarms in the protected areas.

Note 6: PHARMACY DISPENSING COUNTER

Windows of pharmacy dispensing counters must meet the U.L. Standard 752 for Class III Ballistic Level. VA Architectural Standard Detail 11022-1 applies to pharmacy counter construction. The wall containing a pharmacy dispensing counter shall be four-inch solid concrete masonry block.

Note 7: AGENT CASHIER COUNTER

Bullet resistive service windows must meet the U.L. Standard 752 for Class III Ballistic Level. VA Architectural Standard Detail 11022-1 applies to cashier counter construction. This detail is applicable also to other cash transaction facilities. The wall containing an agent cashier counter shall be four-inch solid concrete masonry block.

Note 8: BULK DRUG STORAGE SAFES AND VAULTS

Drugs classified as Schedule I or II controlled substances under the Controlled Substance Act of 1970 must be stored in safes or vaults which conform to the following specifications:

Safes will be GSA class 5 security containers weighing no less than 750 pounds with due consideration given to the floor system's live load capacity.

Where bulk quantities, or controlled substance handling requirements deem safes impractical, vaults must be used. Type I vault shall be used for outpatient clinic. Schedule I and II controlled substances may not be stored on open shelving within the Type I vault. Lockable steel cabinets installed within the vault must be used for Schedule I and II substances. Vault specifications are as follows:

Type I Vault: Enclosures constructed on steel security screen, woven mesh, .047" wire diameter alloy #304 stainless steel, and have a tensile strength of 1,600 pounds per lineal inch. Mesh 10 x 10 per inch with main frame and subframes of 13 gauge alloy #304 stainless steel. In rooms with dropped ceilings, the vertical frames and mesh walls must meet the actual ceiling or a security mesh ceiling installed below the falZ

Note 9: BULK DRUG STORAGE CABINETS

Steel cabinet with adjustable shelving and built in locking devices are required for the storage of bulk supplies of Schedule II to V controlled substances.

Note 10: CLOSED CIRCUIT TV

Security surveillance TV camera with motion detector feature on cameras and at monitor location.

Note 11: SPECIAL KEY CONTROL

Room door lock keys and day lock combinations, where applicable, are Special Keys and are not mastered.

Note 12: DRUG CABINETS

Key locked, all steel cabinets, firmly anchored in place are required for emergency room or treatment room storage of small quantities of controlled substances. Locked unit dose carts are acceptable but must be positioned in a supervised area when not in use. Glass front drug cabinets are not acceptable for controlled substance storage. Plexiglas front cabinets, 3/8" or greater in thickness, are acceptable.

Note 13: REFRIGERATORS

To be equipped with built in lock mechanism when used to store controlled substances (all schedules) and other potentially dangerous drugs and when located outside a locked or attended drug storage room.

Note 14: MEDICINE CABINETS

Secure narcotics lockers are required in accordance with VA Architectural Standard Detail 12336-1.

Note 15: CASH SAFES, CABINETS, AND LOCKERS

For the security of cash deposits and valuables, safes, cabinets or lockers meeting the GSA class 5 criteria should be used. The size and configuration of commercially available class 5 safes, cabinets and lockers is optional.

Note 16: SECURE PROPERTY STORAGE CONTAINERS

For bulk retail merchandise and medical supplies requiring off-shelf protection, steel storage cabinets with adjustable shelving are required.

4.2.8 NATURAL DISASTERS NON-STRUCTURAL RESISTIVE DESIGN:

Editing Note: Each case for implementation of all or part of the requirements for emergency utility services, emergency site access facilities, and non-structural hurricane or major flood design must involve a review by appropriate representatives from VA.

//Lessor shall include the following specific provisions for emergency utility services, emergency site access facilities, and resistive design of non-structural building elements indicated for earthquakes, hurricanes, or major floods. Where local Seismic Code is more stringent, comply with local code. Non-structural building elements include all components or systems that are not part of the building's structural system whether inside or outside, above or below grade. Non-structural elements of buildings include architectural, elevator and transport, mechanical, plumbing, and electrical elements.//

Editing Note: Appropriate representatives from VA must review each case for implementation of all or part of these requirements for emergency utility services, emergency site access facilities, and non-structural hurricane or major flood design.

Installation. Determinations for installation shall be based on the following factors:

- *The planned health services that the facility is to perform after the natural disaster;**
- *The distance from other medical facilities that could provide assistance during and after a natural disaster;**
- *The intensity of anticipated damage to the utility services of the surrounding community;**
- *The likelihood of the immediate availability of alternate services for natural gas, water, and electricity.**

EARTHQUAKE AREAS.

Emergency Utility Services and Site Access Facilities: Requirements apply only where Moderate High, High and Very High Seismicities are indicated.

Resistive Design of Non-Structural Building Elements: For new buildings, seismic restraints apply for equipment, where Moderate Low, Moderate High, High and Very High Seismicities are indicated. For existing

buildings seismic restraints apply for equipment where Moderate High, High and Very High Seismicities are indicated.

For existing buildings seismic restraints apply for equipment where Moderate High, High, and Very High Seismicities (See VA Seismic Design Requirements (H-18-8), Table 4)are indicated. .

For new buildings, seismic restraints apply for equipment where Moderate Low, Moderate High, High, and Very High Seismicities (See VA Seismic Design Requirements (H-18-8), Table 4)are indicated.

For new and existing buildings seismic restraints apply for piping and ductwork where Moderate High, High, and Very High Seismicities are indicated.

HURRICANE AREAS. These requirements apply to VA outpatient clinics located within 10 miles of the Atlantic Ocean and 10 miles of the Gulf of Mexico. These requirements also apply to all inland VA outpatient clinics in Florida and those in Hawaii and Puerto Rico. Design for wind forces that comply with local codes. If there are no local codes, use wind forces indicated in American Society of Civil Engineers

4.2.8.1 EMERGENCY UTILITIES:

Editing Note: Based on Disaster Plan for the outpatient clinic, insert brief listing and description of extent of systems and services that must be maintained under disaster conditions.

4.2.8.1.1 Electric Power Services:

Provide emergency electric power service facilities in accordance with the requirements of Paragraph 6.7.4 Essential Electrical Systems herein. Size the emergency electrical facilities to supply the following electrical loads when operating under disaster emergency conditions. [_____].

Locate the auxiliary generator(s) on the secondary service. Brace generators, associated transfer switches, and batteries to prevent movement during earthquakes. Provide a 4-day emergency supply of fuel oil in a double-wall standby storage tank for the exclusive use of the emergency generators. Locate emergency generators above the 100-year flood plain.

4.2.8.1.2 Air-Conditioning System:

Provide an independent air-cooled air-conditioning system with emergency power for critical and other areas. The areas to be served are [_____].

Air-Conditioning Equipment. Locate air-conditioning equipment above the 100-year flood plain.

Heating System. Design the heating system to comply with National Fire Protection Association (NFPA) 99.

4.2.8.1.3 Water Services:

In addition to the standard water supply requirements, provide the following. Provide a water storage tank(s) for earthquake, hurricane, and major flood emergency use. Locate the emergency water storage

tank(s) either within or close to the outpatient clinic building. To prevent stagnation, design the water to flow continuously through the emergency water storage during normal operating periods. Equip the storage tank(s) with a water level gauge calibrated in gallons and a water meter to record the usage in gallons. Locate shut-off valves on inlet lines to the emergency water storage tank(s) for isolation from contaminated sources of supply. Design pumps of sufficient capacity to operate the plumbing systems within the building at emergency usage rates in conjunction with the storage facility. An existing water storage tank may serve as the emergency water storage provided it meets the requirements of this construction standard. Base storage capacity on 0.1 gallons per day per gross square foot of floor area for 4 days.

Earthquake Areas. Serve outpatient clinic in earthquake area with two independent water lines; each providing full demand. Provide other buildings with one water supply. Where available, provide a valved-off standby emergency water service connection to an independent water system operated by another public agency, a university, or a private water company. It is preferred, but not required, that the emergency water connection be capable of delivering the design water service requirements of the VA facility. Because of their vulnerability to earthquakes, do not provide wells for post-earthquake emergency use.

Hurricane Areas. Where available, provide a valved-off standby emergency water service connection from an independent water system operated by another public agency, a university, or a private water company. Connect well pump(s) to an emergency generator. Provide treatment equipment for potable water as indicated in Paragraph 4.2.8.1.4. For outpatient clinic, provide well(s) to supply a daily potable water emergency demand of 0.1 gallons per gross square foot of floor area for 4 days.

Major Flood Areas. Where available, provide a valved-off standby emergency water service connection from an independent water system operated by another public agency, a university, or a private water company. If possible, the emergency water connection shall be capable of delivering the design water service requirements. For outpatient clinic, provide well(s) to supply a daily potable water emergency demand of 0.1 gallons per gross square foot of floor area for 4 days.

4.2.8.1.4 Potable Water Treatment:

Water testing equipment shall be provided to test for chlorine residual during disaster emergencies. Standby chlorinating equipment shall be provided at storage tank discharge for emergency use to maintain a chlorine residual of 0.5 mg/L. Provide additional water treatment as necessary to meet drinking water requirements of the Environmental Protection Agency.

4.2.8.1.5 Sanitary Sewer Service:

Earthquake Areas. Provide at least one emergency sanitary sewage holding tank adjacent to outpatient clinic building for temporary retention of sanitary sewage discharged following an earthquake. Size holding tank for the outpatient clinic on 0.1 gallons per square foot. Provide method of blocking flow downstream from each tank if sewer should rupture downstream and sewage discharges on grade. Design top of tank to be below building floor to prevent backflow into the building. Provide tank with 36 inch manhole access. Maintain a minimum sewage flow velocity of two feet per second. Include all provisions necessary to facilitate the choice of one or a combination of the following sewage disposal operations:

Daily removal of all contents by a commercial septic tank cleaner.

Daily removal of all contents by a portable pump discharging to an intact off-site sanitary sewer.

Daily removal of liquid contents by gravity flow, or by a portable pump discharging to an on-site emergency leaching basin constructed after an earthquake.

Using a commercial septic tank cleaner, remove accumulated sludge following a 4-day operating period of liquid sewage disposal.

Manually apply powdered chlorine to disinfect liquid sewage before discharging to a leaching basin.

Hurricane and Major Flood Areas. Sanitary sewage holding tanks are not necessary.

4.2.8.1.6 Natural Gas Service:

Earthquake Areas. In addition to a manual shut-off valve, provide an earthquake-sensitive automatic safety shut-off valve in the on-site gas supply line serving the outpatient clinic. If gas is the normal fuel for the boiler plant, provide a minimum of 10-days non-emergency supply of fuel oil in on-site storage tanks. Design a safe and reliable means of ready access for maintenance and operation of the emergency fuel oil storage tanks.

Hurricane and Major Flood Areas. No additional requirements.

4.2.8.1.7 Central Oxygen Services:

Earthquake Areas. Design, fabricate, and install bulk oxygen supply and storage facilities, procured on a supply contract basis for the outpatient clinic, to resist seismic forces and prevent dislocation and overturning of the liquid oxygen storage tank, standby reserve liquid oxygen tank, or standby reserve liquid oxygen cylinders. Provide four days of liquid oxygen storage in the reserve tank or cylinders. Design the outside oxygen supply line from the bulk storage facility to the building's central oxygen system to minimize disruption from earthquakes and to facilitate repairs.

Hurricane and Major Flood Areas. No special requirements.

4.2.8.2 EMERGENCY SITE ACCESS FACILITIES:

4.2.8.2.1 Design:

Base the design of emergency facilities on the outpatient clinic remaining in operation for a 4-day period immediately following a disaster.

4.2.8.2.2 Ground Transportation:

Preferably, provide public access to VA premises by two or more off-site public roads. Provide at least two separate on-site entrance roads to the VA facility above the 100-year flood plain, preferably each connecting to a different off-site public access road. Design the on-site roads that are essential for continuing the operation of the outpatient clinic to minimize obstructions from fallen trees, building debris, landslides and other dislocations caused by disasters.

Earthquake Areas. Design on-site bridges, overpasses, retaining walls, culverts, and other road structures, which conduct essential traffic, to comply with local seismic code requirements.

Hurricane and Major Flood Areas. No special requirements.

4.2.8.2.3 Air Transportation:

Provide a safe and reliable on-site space for ready access of emergency helicopters on a parking area, road, or lawn. Provide an appropriate access for transporting patients and supplies both ways between the helicopters and outpatient clinic building.

4.2.8.3 RESISTIVE DESIGN OF NON-STRUCTURAL BUILDING ELEMENTS:

4.2.8.3.1 Definitions:

Non-structural building elements include all components or systems that are not part of the building's structural system whether inside or outside, above or below grade. Non-structural elements of buildings include:

Architectural Elements. Facades that are not part of the structural system and its shear resistant elements; cornices and other architectural projections and parapets that do not function structurally; glazing; nonbearing partitions; suspended ceilings; stairs isolated from the basic structure; cabinets; bookshelves; medical equipment; and storage racks.

Electrical Elements. Power and lighting systems; substations; switchgear and switchboards; auxiliary engine-generator sets; transfer switches; motor control centers; motor generators; elevator and transport systems; selector and controller panels; fire protection and alarm systems; special life support systems; and telephone and communication systems.

Mechanical Elements. Heating, ventilating, and air-conditioning systems; medical gas systems; plumbing systems; sprinkler systems; pneumatic systems; boiler equipment and components; and mechanical and structural elements for transport systems, i.e., elevators and dumbwaiters, including hoisting equipment and counterweights.

4.2.8.3.2 Earthquake Resistive Design Requirements:

Provide restraints, flexibility of service connections and field reinforcements, or a combination of those provisions for earthquake-resistive design provisions for non-structural elements of buildings. . Design and detail restraint systems under supervision of a professional structural engineer registered in the state where the project is located. Clearly indicate all special seismic details for restraining non-structural elements on the construction drawings. Drawings shall be sealed by the structural engineer.

Restraints. Provide bolts, anchors, hangers, braces, and other restraining devices to limit earthquake-generated differential movements between non-structural elements and the building structure. Brace suspended items, including piping, conduit, ducts, lighting fixtures, and in both directions to resist swaying and excessive movement.

Flexibility. Keep mechanical and electrical systems crossing building expansion or seismic joints to a minimum, and provide flexibility to allow for earthquake-generated differential movements. Where possible, restrict these crossings to lower stories. Where these systems must cross such joints, provide flexible joints, expansion loops, or other effective methods of incorporating flexibility. Allow for anticipated differential movement for sleeves and openings. Use flexible electrical raceways where connecting components would experience damaging relative movements.

Field Reinforcement. Reinforce all field fabricated non-structural elements of buildings and equipment to resist damage from earthquake-generated motions.

Architectural Items at Seismic Joints. At seismic joints, detail ceiling and wall construction to allow movement without damage. Do not cross seismic joints with suspended ceiling systems with lay-in tiles. Do not assume finishes in the vicinity of seismic joints to be sacrificial.

4.2.8.3.3 Hurricane and Flood Resistive Design Requirements:

Design and construct the outpatient clinic building to provide the following resistive features.

Automatic Transport Systems. Provide sump pump pit for portable stormwater pump in elevator pit.

Electrical Systems. Locate emergency generators above the 100-year flood plain.

Heating, Ventilating, and Air Conditioning Systems. Locate HVAC equipment above the 100 year flood plain.

Plumbing, Fire Protection, Medical Gas, Laboratory Gas, and Dental Gas Systems. Locate pumps and compressors above the 100-year flood plain.

Domestic Water and Sprinkler Systems. Locate building service shut-off valves above the 100 year flood plain.

Site Development. Locate first floor of buildings above the 100-year flood plain and grade to ensure natural drainage is away from buildings.

4.2.8.3.4 Additional Hurricane Resistive Design Requirements:

Design and construct the outpatient clinic building to provide the following resistive features.

Architectural Elements:

Roofs. Provide pavers in lieu of gravel and provide scuppers.

Windows. Install fully-tempered laminated glass with a 0.09-inch interlayer anchored to the frame with silicone anchor bead. Windows used shall be in conformance with American National Standards Institute/American Architectural Manufacturer’s Association (ANSI/AAMA) 101-93, Glass Table.

A less preferred option is to use hurricane shutters to protect the windows.

Automatic Transport Systems:

Provide housing for elevator equipment located on roof as required in NFPA for fire protection.

Air Conditioning Systems:

If possible, avoid the installation of outdoor equipment such as cooling towers, roof mounted fans, ventilators, and air-conditioning units on the roof. If exterior installation is necessary, properly secure equipment to withstand wind forces that comply with local codes. If there are no local codes, use wind velocities indicated in ASCE 7-98 or later version if available.

4.3 FIRE PROTECTION AND SAFETY:

The Public Buildings Amendment Act (PL 100-678) requires all Federal agencies to follow the latest editions of nationally recognized fire and life safety codes. Lessor shall comply with applicable provisions of the National Fire Codes (NFC) published by the National Fire Protection Association (NFPA), which establish a minimum acceptable level of life safety and property protection. Lessor shall base the Fire Protection design on the latest editions of the NFC. Life safety requirements are specifically addressed in the Life Safety Code, NFPA 101. Fire protection features not addressed by the NFC shall be designed to comply with requirements of the latest edition of the International Building Code (IBC) or as otherwise addressed in this solicitation. Where conflicts exist between these standards and local codes, the designer shall satisfy the most stringent requirement. Strict compliance to codes and standards is mandatory for new construction. //If equivalent protection is proposed by the Lessor for renovations, he/she shall submit requests and supporting rationale to the Contracting officer for VA review.//

4.3.1 SITE CONSIDERATIONS:

Provide access for emergency vehicles to new buildings and additions in accordance with NFPA 1.

Design roads, fire lanes, and turn-arounds for the weight and turning radius of fire apparatus. Consult local fire department for fire apparatus requirements. At minimum, one of the long sides of every building shall be accessible to fire department equipment.

4.3.2 BUILDING CONSTRUCTION:

Types of Construction: Design the type of construction to comply with requirements of NFPA 101 for the most restrictive occupancy in the building. For each construction type, design fire resistive ratings of structural members in accordance with NFPA 220. For occupancies with no construction requirements in NFPA 101, type of construction and height and area restrictions shall comply with the IBC.

Building separation and requirements for rated exterior walls and openings for protection from exposure by adjacent buildings or hazards shall comply with the IBC.

Locate combustible structures or structures that have combustible roof assemblies a minimum of 25 ft from the exposed building. The 25 ft separation may be reduced to 0 when the exposed (permanent) building has at least a two-hour fire resistive rating and has no openings (windows, doors, or roof) within 25 ft of the temporary structure; or to 10 ft when the exposed wall has a two-hour fire resistive rating and all openings within 25 ft of the temporary structure are protected with one-hour protection; or to 15 ft when all openings in the two-hour fire resistive rated exposed wall are protected with wire glass assemblies.

Because it is difficult to ignite polycarbonate and aluminum (bus stop type) shelters and they are likely to collapse shortly after becoming fully involved in a fire, they are given special consideration. Polycarbonate and aluminum shelters located next to buildings with automatic sprinkler protection shall be located 10 ft or more from any unprotected openings. Such shelters located next to buildings without automatic sprinkler protection shall be located 20 ft or more from any unprotected openings.

Shelters or pavilions that are of masonry construction shall not be located within 10 ft of any building opening.

Connecting corridors to buildings shall be of non-combustible construction.

Insulation, including foam plastic: Comply with IBC.

Roof coverings shall be approved or listed by a nationally recognized testing laboratory for compliance with UL standard 790 and be Class B minimum. Roof deck assemblies shall be FM Class I approved, or UL listed as Fire-Classified.

4.3.3 OCCUPANCY TYPE:

Editing Note: Select appropriate occupancy group based on the program for the clinic. Use Business Occupancy unless there will be 4 or more patients incapable of taking action for self-preservation under emergency conditions as defined in NFPA 101. Then all or part of the facility will have to be classified as an Ambulatory Health Care Occupancy. Examples of Ambulatory Health Care Occupancies include surgery centers, dialysis centers, imaging centers, and cardiac catheterization centers.

Occupancy classifications are defined in NFPA 101 and as follows:

Outpatient Clinic	New Business Occupancy, Chapter 38
//Administrative Offices	New Business Occupancy, Chapter 38//
//Ambulatory Surgery, []	New Ambulatory Health Care, Chapter 20//
Mixed Occupancies:	Buildings containing mixed occupancies which are not incidental to the primary occupancy shall comply with the most restrictive requirement of the occupancies involved, unless separated by barriers having fire resistance ratings for the occupancies involved as required by NFPA 101.

4.3.4 MEANS OF EGRESS:

All exits, stairs, corridors, aisles, and passageways that may be used by the Government shall comply with the latest edition of NFPA 101 ("Life Safety Code") for the occupancy classification and as follows:

Major corridors shall have a minimum width of 8 feet and departmental corridors shall have a minimum width of 6 feet. Major and departmental corridors are defined in Section 7 below.

4.3.5 PORTABLE FIRE EXTINGUISHERS:

Portable fire extinguishers recessed in cabinets shall be provided, inspected, and maintained by the Lessor in accordance with National Fire Protection Association (NFPA) 10, Standard for Portable Fire Extinguishers and as follows:

Recessed cabinets shall be provided in occupied areas. Size fire extinguisher cabinets to accommodate a 2-1/2 gallon pressurized water extinguisher. Recessed cabinets shall be conspicuously marked.

//Locate additional fire extinguisher cabinets in the surgical suite and in elevator machine rooms.//

4.3.6 SPRINKLER SYSTEM:

4.3.6.1 GENERAL:

Automatic sprinkler systems shall be installed in the outpatient clinic building and any accessory buildings. Installation shall comply with NFPA 13. Sprinklers shall be installed throughout the building(s). This includes all spaces including elevator machine rooms, walk-in freezers and cold rooms, (central) computer rooms, telephone switch rooms, radiology and MRI suites, loading docks, electrical rooms, audiometric booths, vaults, and generator rooms. Exception: Sprinklers are not required where specifically exempted by NFPA 13, and in:

Electrical rooms and vaults which are enclosed with a barrier having a two-hour fire resistance rating and where the loss of property, including building contents, will not exceed \$250,000 and critical business functions will not be interrupted longer than 24 hours.

//Audiometric booths where the booths are constructed and listed with a one-hour fire rating.//

4.3.6.2 DESIGN OF SPRINKLER SYSTEMS:

Design wet pipe sprinkler systems, unless installed in areas subject to freezing. Dry pendant or sidewall sprinklers are preferred in lieu of dry pipe or antifreeze systems. Propylene glycol shall be used should antifreeze systems need to be installed. Do not use pre-action type systems.

Sprinkler systems shall be hydraulically calculated by any design approach allowed by NFPA 13, except that the Special Design Approach shall not be used in Health Care occupancies. Pipe schedule systems may be used for extension of existing pipe schedule systems where water supply is adequate. Sprinkler systems shall be designed based on available water supply without fire pump operating, where possible.

Sprinkler densities shall comply with NFPA 13, except in rooms containing movable/mobile shelving (high density storage) where the density shall be Ordinary Hazard (Group 2).

Rooms containing bulk supply storage shall be classified as Extra Hazard Occupancy (Group 1) as defined by NFPA 13. Ensure shelving which obstructs sprinkler water from penetrating down through racks is not used.

Coordinate with architectural, mechanical and electrical work and show smoke zone boundaries, hazard classification, density, and other special requirements on drawings.

Coordinate sprinkler zones with fire or smoke (compartments) and fire alarm evacuation zones. Provide a flow switch, isolation valve, tamper switch, and pressure gage for each zone. Notification shall comply with NFPA 72.

Determine and identify on drawings location of fire pump, risers, all valves, fire department connections, drains, and points of connection with underground fire service main.

//Provide seismic protection in areas of Moderate High, High, and Very High Seismicities (See VA Seismic Design Requirements (H-18-8), Table 4).//

4.3.6.3 SPRINKLER HEADS:

Install quick response sprinklers (QRS) in all areas, except where specifically prohibited (e.g., high temperature areas as defined in NFPA 13, elevator shafts, or elevator machine rooms). On retrofit projects, replace existing standard sprinklers with QRS.

Install standard sprinklers with intermediate temperature rating 93°C (200°F) or higher in elevator shafts, elevator pits, and elevator machine rooms. Install sprinklers in elevator shafts and pits only where required by NFPA 13. (Comply with necessary power shutdown requirements.)

4.3.6.4 SPRINKLER TEST AND DRAIN:

Pipe drains for each sprinkler riser and test connection to the building exterior to facilitate testing. Do not terminate at service sinks as their drains are inadequate for test flow. Drain piping shall be 2 in minimum to accommodate discharge from full flow tests at maximum system pressure. Design exterior drains to prevent flooding or damage to landscaping.

//

4.3.6.5 INSTALLATION IN MRI SUITES:

Provide non-ferrous piping for all areas within Magnetic Resonance Imaging (MRI) suites.

//

Editing Note: Include following paragraph only if building is 4 stories or more, or if required by local jurisdiction.

4.3.7 //STANDPIPES:// //RESERVED//:

//Standpipes for Class I service shall be provided if the building is four or more stories and shall conform to NFPA 14, "Installation of Standpipe and Hose Systems." In buildings where sprinklers are provided, a combination sprinkler/standpipe system shall be provided.//

4.3.8 FIRE PROTECTION IN HAZARDOUS AND HIGH HAZARD AREAS:

Hazardous and high hazard areas within the outpatient clinic shall be protected as prescribed in NFPA 101, Life Safety Code and local building codes and ordinances. Areas identified as high hazard shall be protected by not less than a minimum 1-hour fire enclosure with C-labeled doors and automatic sprinklers.

4.3.8.1 STORAGE ROOMS:

Storage rooms shall be considered hazardous areas and comply with appropriate occupancy chapter requirements of NFPA 101.

Rooms containing medical records storage or moveable-aisle/mobile shelving shall be provided with automatic sprinkler protection and enclosed with a barrier having a one-hour fire resistance rating.

4.3.8.2 FLAMMABLE AND COMBUSTIBLE STORAGE:

Flammable and Combustible Liquid Storage shall comply with NFPA 30. Do not locate laboratories in basements. Provide adequate space for flammable and combustible liquid storage cabinets.

Editing Note: include following paragraph if bulk oxygen system is to be provided.

4.3.8.3 //COMPRESSED GAS/CRYOGENIC LIQUID STORAGE// //RESERVED//:

Location, construction, and arrangement of compressed medical gas storage areas shall comply with NFPA 99.

Bulk oxygen supply systems or storage locations having a total capacity of more than 566 cu m (20,000 cu ft) of oxygen shall comply with NFPA 50.

Editing Note: Use first paragraph in facilities with AMBULATORY surgery, or other PATIENTS incapable of self preservation. Use second paragraph for all other facilities with laboratories.

4.3.8.4 LABORATORIES:

//Laboratories using flammable or combustible liquids in buildings with outpatients incapable of self-preservation shall comply with NFPA 99. These laboratories shall be enclosed with a barrier having a one-hour fire resistance rating. //

//Laboratories using flammable or combustible liquids shall comply with NFPA 45.//

4.3.8.5 COMPUTER, ELECTRONIC EQUIPMENT, AND TELEPHONE SWITCH ROOMS:

High value, mission-essential computer, electronic equipment, and telephone switch rooms including MRI, CT, and other locations with the potential for high dollar loss and/or business interruption, shall be provided with wet pipe automatic sprinkler protection and be designed to comply with NFPA 75.

4.3.9 FIRE ALARM AND DETECTION SYSTEM:

Provide a fire alarm and detection system as required by the VA Fire Protection Design Manual, Sections 1 and 7.

4.4 ENVIRONMENTAL:

4.4.1 INDOOR AIR QUALITY:

Apply requirements of the latest version of ANSI/ASHRAE Standard 62, Ventilation for Acceptable Indoor Air Quality. This standard affects the way ventilation systems are designed and operated. Provide certification to the Contracting Officer that the building is in compliance with this standard. This certification shall be submitted as part of the commissioning process.

Air contaminant levels (e.g., dust, vapor, fumes, gases) shall not exceed those in 29 CFR 1910.1000 and 1910.1001. When actual concentration levels equal or exceed 50% of the levels in 29 CFR 1910, remedial actions shall be initiated. Use of evaporative cooling systems will not be allowed.

The Lessor shall control contaminants at the source so that in no instances during facility operation shall levels for carbon monoxide (CO), carbon dioxide (CO₂), and formaldehyde (HCHO) exceed indicator levels for office areas of: (1) CO - 9 parts per million (PPM) time weighted average (TWA - 8-hour sample); (2) CO₂ - 1000 PPM (TWA); and (3) HCHO - 0.1 PPM (TWA).

The Lessor shall promptly investigate indoor air quality (IAQ) complaints submitted through the Contracting Officer or his designee, as appropriate. The Lessor shall implement necessary controls to bring facility into compliance with requirements contained in this document including alteration of building ventilating, heating and air conditioning systems, and operating procedures (e.g., adjusting air intakes, adjusting air distribution, cleaning and maintaining HVAC, etc.).

VA reserves the right to conduct independent IAQ assessments and detailed studies in space it occupies, as well as in space serving the VA leased space (e.g., common use areas, mechanical rooms, HVAC systems, etc.). The Lessor shall assist VA in its assessments and detailed studies by making available information on building operations and Lessor activities, and providing access to space for assessment and testing, if required, and implement corrective measures required by the Contracting Officer.

4.4.2 ASBESTOS:

Materials containing asbestos shall not be used. It shall be the responsibility of the Lessor to certify that asbestos-containing materials have not been used in the construction of the building to be occupied by VA. This certification shall be submitted prior to occupancy by the government. The Contracting Officer shall review the certification provided by the Lessor.

4.4.3 RADON MEASUREMENT AND CORRECTIVE ACTION:

Radon levels in space leased to the Government shall not equal or exceed the Environmental Protection Agency (EPA) action level for homes of 4 picocuries per liter (pCi/L).

The space proposed for lease to the Government, which is in ground contact or closest to the ground, shall be measured by the Lessor for radon and the results certified. Radon detectors shall be placed throughout the required area to ensure each detector covers no more than 2,000 square feet of space. Radon shall be measured for a minimum of 90 days using either Alpha Track Detectors or Electret Ion Chambers except when time is of the essence, in which case the Alpha Track Detectors may be used for a minimum period of 2 to 4 weeks or Charcoal Canisters or Electret Ion Chambers for a period of 2 to 3 days. If measurements are less than 90 days, follow-up measurements for a minimum of 90 days using either Alpha Track Detectors or Electret Ion Chambers must be done. A laboratory successfully participating in the EPA-sponsored radon measurement proficiency program shall perform laboratory detector analyses. Provide VA with a copy of the lab analysis and actual radon measurements for each detector used in support of the certification.

If the space offered for lease to the Government is in a building under construction or proposed for construction, the Lessor shall perform the necessary radon testing and submit a certification to the Contracting Officer within 30 days after the test is completed, but not later than 150 days after VA occupies the space.

VA reserves the right to measure radon in the space it leases at any time during the term of the lease. If radon measurements at or above 4 pCi/L are detected, the Lessor shall promptly initiate corrective action to reduce the level to below 4 pCi/L. If radon at or above 200 pCi/L is detected, the Lessor shall restrict the use of the area and provide comparable temporary space for the tenants until the corrective action is completed. Follow-up measurements shall be conducted by the Lessor to determine the effectiveness of the corrective action. The Lessor at no additional cost to VA shall provide all corrective actions, tenant relocation, and follow-up measurements. The Lessor shall provide VA with prior written notice of any proposed corrective action or tenant relocation.

4.4.4 RADON IN WATER:

Two water samples constituting a sampling pair shall be taken from the same location for quality control. They shall be obtained inside the building and as near the non-public water source as is practical, in

accordance with EPA's Radon In Water Sampling Program Manual. An analysis of water samples for radon must be performed by a laboratory that uses the analytical procedures as described in EPA's Two Test Procedures For Radon In Drinking Water.

The Lessor shall perform the necessary radon testing and submit a lab test and a certification to the Contracting Officer before VA occupies the space.

If the EPA action level is reached or exceeded, the Lessor shall institute abatement methods, such as aeration, which reduce the radon to below the EPA action level prior to occupancy by VA.

4.5 SPECIAL ENVIRONMENTAL REQUIREMENTS:

All project planning and development shall comply with the National Environmental Policy Act of 1969.

As required, special building equipment to treat and exhaust the atmosphere toxic gases produced by the agency program equipment will be provided. In addition, provide within all clinical laboratories and other areas designated in the equipment drawings, exhaust air suitable to meet the special requirements and up to 100 percent outside air. All such installations shall comply with appropriate OSHA, EPA or related regulations of the local community.

4.6 ACCESSIBILITY STANDARDS

The design, construction, and alteration of facilities shall comply with local codes and ordinances, and the requirements contained in the ADA Standards for Accessible Design (28 CFR Part 36). In addition, all VA facilities must comply with the Uniform Federal Accessibility Standards (UFAS) and VA Program Guide PG-18-13, "Barrier Free Design Guide". Part VII of this Solicitation provides information on obtaining these standards.

The Offeror shall comply with the stricter of these standards for each requirement as determined by the Government. Offerors are cautioned that, in most cases, the following requirements in the "Barrier Free Design Guide" are more stringent and shall be followed.

PG-18-13

Paragraph	Description of Requirement
4.1.1(5)(e)(i)	3-percent of total parking spaces shall be accessible
4.3.4	Minimum width for accessible routes, 5'-0"
4.3.7	1:33 (3%) maximum slope for accessible routes, including parking spaces
	1:50 minimum gradient for walk requiring rest areas
	Minimum size of level platform at doors, 6'-0" x 6'-0"
4.5.3	Carpet cushion or padding not permitted
4.6.3	5'-0" access aisle required <u>both</u> sides of accessible spaces
4.7.3	4'-0" minimum width for curb ramps
4.8	Requirements for ramps: maximum slope, length, clear width and landings at doors

4.9.4(5)	34" handrail height (not a range of heights)
4.10	Minimum passenger elevator door and platform sizes, double handrails
4.13	Minimum clear opening 2'-10"
4.17	Toilet Stalls: minimum accessible stall size; grab bars required in all stalls (not just accessible stalls)
4.21	Patient shower stalls: minimum stall dimensions; horizontal plus vertical grab bars required
4.22	Minimum width of toilet room entrance doors, 36"
5.0	Cafeterias: knee clearance dimension, for minimum 5-percent of tables; cutlery and supply height

4.7 OSHA REQUIREMENTS:

The Lessor agrees to comply with all Occupational Safety and Health Administration (OSHA) Safety and Health Standards located in 29 CFR.

The guarding of openings and holes in floors and walls must comply with 29 CFR 1910.23.

The design and construction of fixed stairs for use in other than fire exits must comply with 29 CFR 1910.24.

The design and construction of fixed ladders must comply with 29 CFR 1910.27 or must be clearly marked or secured to prevent Government employee use.

Physical hazards must be color-coded according to 29 CFR 1910.144 and, where applicable, identified by signs according to 29 CFR 1910.145.

Where Government employees are exposed to machinery provided by the Lessor, the Lessor must guard the machinery according to 29 CFR 1910.212.

All tools and equipment provided by the Lessor for Government use must comply with applicable standards of 29 CFR 1910.

If the Lessor finds it necessary to bring flammable/combustible liquids onto the premises, the provisions of 29 CFR 1910.106 shall govern the handling, use and storage of same.

When work is performed on the building's electrical system, the Lessor shall ensure compliance with the provisions of 29 CFR 1910, Subpart S, where it is obvious that VA employees, beneficiaries or visitors may be in close proximity to the area where electrical hazards may be present.

Construction, repair, and alteration work done for/by the Lessor shall comply with the current edition of the OSHA Safety and Health Standards for Construction Industry, 29 CFR 1926, and applicable portions of 29 CFR 1910.

SECTION 5: SITE DESIGN CRITERIA

5.1 GENERAL:

A licensed Landscape Architect or Civil Engineer shall develop the site design. A Landscape Architect, licensed if state registration exists, shall develop the landscape planting plans.

Design of site elements shall comply with Uniform Federal Accessibility Standards (UFAS), with VA Supplement, Barrier Free Design Guide. See Section 4.6 of this solicitation for additional information.

The offeror shall obtain Topographic/Landscape, Electrical, Civil/Mechanical, and Soil Surveys. The survey limits shall include a sufficient area to cover the complete project. Refer all vertical elevations to permanent bench marks based on actual geodetic datum (not assumed datum).

Comply with applicable Federal, State, and municipal laws, regulations, and permits concerning design and construction controls for environmental protection of aesthetics, air, water, and land. The following regulatory categories apply:

- Storm water permits, e.g., National Pollutant Discharge Elimination System (NPDES) permit program,
- Pollution control and solid waste disposal,
- Erosion control and protection of land resources,
- Protection of landscape, and
- Protection of water resources, wetlands, and areas preserved for wildlife.

Ensure that the design mitigates any adverse environmental impacts. Ensure that:

- Surface water, during and after construction, will not adversely impact the site or areas down stream from the site;
- Grading, seeding, erosion control measures, and storm sewers are used to avoid the above;
- Air and noise pollution is minimized;
- Destruction of land resources is minimized; and
- Interference with the normal function of the surrounding community during construction is minimized.

5.2 SITE DEVELOPMENT:

Develop the Site and Landscaping Systems design to provide a well-designed facility. Use originality and imaginative design between site and structures, vehicular and pedestrian circulation, visual elements, and open and screened area. Produce a plan that has both functional and aesthetic relationships.

5.2.1 STORM WATER:

Consider impacts on existing natural and man-made storm water drainage patterns and systems. VA is committed to the control of storm water by the Federal Water Pollution Control Act, the Federal Flood Disaster Protection Act, and other Environmental Protection Agency (EPA) regulations that are implemented by Federal, State, and municipal jurisdictions.

5.2.2 CIRCULATION:

Provide a separate circulation systems for vehicular service and patient/visitor traffic.

Provide a circular driveway to the building drop-off with access to the parking areas. The drop-off shall have canopy cover designed to accommodate a public bus.

5.2.3 LOCATION OF BUILDING AND EQUIPEMENT:

Ensure that the building property line setbacks are consistent with adjacent structures and local codes.

When locating the proposed building, structures, and equipment, consider topography, adjacent facilities, utility access requirements, environmental impacts, and future development to produce a design that is functional and aesthetically successful.

Provide landscape planting, grading, architectural screening, or fencing of exterior utility, mechanical, and electrical equipment for patient and personnel protection.

5.2.4 PATIENT USE AREAS:

Design patient exterior areas that are conveniently accessible from the building without vehicular crossings and are oriented to the most favorable site climatic conditions.

5.2.5 GRADING DESIGN:

Coordinate surface grades with architectural, structural, and mechanical design to provide proper surface drainage.

Provide minimum vertical clearances of 9'-6" at loading zones, parking structure spaces, and along vehicle access routes. Minimum vertical clearance at ambulance canopies and loading areas shall be 10'-0". Provide vertical clearance at fire lanes as required by Authority Having Jurisdiction.

Grading guidelines:

Condition	Maximum Slope	Minimum Slope	Preferred
Lawns	25% 4:1a.	2% 50:1	2- 10%
Turf athletic area	2% 50:1	0.5% 200:1	1%
Berms and mounds	20% 5:1	5% 20:1	
Mowed slopes	25% 4:1a.		20%
Planted slopes and Beds	10% 10:1	0.5% 200:1	3-5%b.
Road crown	3% 33.3:1	2% 50:1	2.5%
Roads, longitudinal*	20% 5:1	0.5% 200:1	1-10%
Walks, longitudinal	10% 10:1	0.5% 200:1	1-5%
Parking, longitudinal	5% 20:1	0.25% 400:1	2-3%

Notes for Table:

a. The maximum slope for mowing machinery is 25%.

- b. Slopes over 6% should have erosion protection.
- c. Accessible routes used by people with disabilities shall conform to the UFAS and VA Supplement.

*Payload is drastically reduced on heavy trucks sustaining grades over 3%. Ideal maximum sustained grade for safe operation of trucks and automobiles is 6%. On roads subject to frequent icing and winter conditions, the maximum sustained grade is 5%.

5.2.6 DESIGN OF VEHICULAR AND PEDESTRIAN PAVEMENT:

Design the pavement to reflect topography, soils, climate, local materials, function, and other requirements and specific situations.

5.2.6.1 PAVEMENT CONSTRUCTION:

Design pavement sections of all roads, service areas, fire apparatus vehicle accessibility areas, and parking areas for the maximum anticipated traffic loads and existing soil conditions.

Construct service areas for truck dock and similar facilities of reinforced concrete.

Construct roads and surface parking of asphaltic concrete.

Principal roads and primary service roads should be 24'-0" wide between faces of curbs. Secondary service roads should be 12'-0" between faces of curbs.

5.2.6.2 CURBS AND GUTTER:

Design all roads with integral concrete curbs and gutters. Substitute free-standing curbs only when justified.

Curb Radii: The radii of curbs at road intersections should be 30'-0", preferred; 25'-0", minimum.

Curb Ramps (Curb Cuts): Provide curb ramps to accommodate people with disabilities as well as lawn mowers.

5.2.6.3 PAVEMENT MARKING:

Provide locations and details of pavement striping for parking, roadways, crosswalks, areas restricted to people with disabilities, and other special areas.

5.2.6.4 PEDESTRIAN PAVEMENT CONSTRUCTION:

Design walkways to provide clearly defined, unobstructed, direct routes through the site, interconnecting site and building entryways, curb ramps, parking areas, pedestrian landscaped features, such as, open area plazas, courts, atriums and other site elements.

Construct walks of concrete. Reinforce the concrete pavement if subbase conditions warrant. Where pedestrian and vehicular pavement meet, thicken the subbase material.

Pedestrian wearing course material may be rigid unit pavers (bricks, stone sets, concrete units, large paving slabs, etc.). To facilitate use by people with disabilities, design a rigid base of concrete or asphaltic concrete beneath pavers.

Walks should be at least 60 inches wide, except 96 inches minimum where abutting parking stalls.

Design walks to accommodate people with disabilities. Eliminate steps unless unavoidable.

5.2.7 ENTRANCES TO BUILDING:

Analyze special requirements for entrances to buildings based on the requirements in the Architectural Criteria. Particular reference is made to complying with vertical clearances of buildings and canopies over roadways and vehicular access areas//, and snow melting requirements at specific entrances//.

Provide access for ambulance entry.

5.2.8 TRUCK DOCK DESIGN:

Design adequate space for truck maneuverability and parking of facility equipment, including trash dumpsters.

Editing Note: Determine number of spaces required in accordance with VA Parking Guide. Insert required number of spaces here and in Paragraph 1.11.

5.2.9 PARKING FACILITIES:

Develop sufficient new parking so that the total number of facility spaces will be the greater of [____] spaces, or as required by local codes.

Design parking facilities to accommodate people with disabilities. The required minimum number of accessible parking spaces shall comply with Paragraph 1.11.1. Locate these parking spaces convenient to an entrance accessible by physically disabled people.

Parking at angles other than 90 degrees may be used only when justifiable. Contracting Officer approval is required for deviation. Acceptable dimensions for 90 degrees parking angle are as follows.

	Minimum Bay Width	Minimum Stall Width
If cars overhang curbs on both sides	60'-0" 59'-0" 58'-0"	8'-6" 8'-9" 9'-0"
If cars overhang curbs on one side	62'-6" 61'-6" 60'-6"	8'-6" 8'-9" 9'-0"
If cars will not overhang either curb or will be parked in the center bumper to bumper	65'-0" 64'-0" 63'-0"	8'-6" 8'-9" 9'-0"
Accessible Spaces		8'-0" w/ 5'-0" access aisle on <u>both</u> sides
Accessible Van Spaces		8'-0" w/ 8'-0" access aisle

Patient and Visitor spaces shall be 9'-0" minimum width, unless the Contracting Officer approves deviation. Minimum vertical clearance at Accessible Passenger Loading Zones and Accessible Van Spaces shall be 114 inches. Minimum vertical clearance at other Accessible Spaces shall be 98 inches.

5.2.10 EQUIPMENT PADS:

Locate the bulk oxygen storage pad, preferably, adjacent to the service area, easily accessible to trucks, and well screened. The location shall comply with the local safety codes and NFPA Standard Nos. 50 and 99. Construct the oxygen storage and delivery vehicular parking area of reinforced concrete. Enclose the storage area with a chain link fence and gate.

Locate utility transformers, cooling towers, generators, generator fuel tanks, gaseous tank storage and other equipment pads away from patient and visitor entries and outdoor activity areas, preferably adjacent to service area. To prevent injury to patients and personnel, enclose pad area with chain link fencing. Barriers and fencing shall comply with the requirements of the serving electric utility, where applicable.

Editing Note: Include following paragraphs if mobile diagnostic equipment is in project program. Verify available service voltage at site. Verify configurations of receptacles and tele/data jacks with equipment to be used. Verify design loading for equipment pad.

5.2.10.1 MOBILE MRI/CT SCANNER TRUCK PROVISIONS

Lessor shall provide the following provisions for mobile MRI/CT Scanner Truck:

Lessor shall furnish a dedicated five-wire //480 V, 3-phase wye connection with neutral and ground, 150 Amp circuit// //[]// to supply power to mobile MRI/CT scanner trucks at the MRI pad shown on the site plan. The safety disconnect switch shall have lock on provisions, which will allow the switch to be locked in the "ON" position. The disconnect switch shall also have lock-off provisions. Provide safety disconnect in electrical circuit, per code, on exterior of building for MRI/CT. Electrical feed shall terminate on exterior of building at a //Russell Stoll #DF2504FRAB// //[]// receptacle, in a weatherproof box. The bottom of the receptacle shall be a minimum of 3 feet above grade. The disconnect switch, receptacle and data/telephone jacks shall be mounted on concrete posts with strut framing adjacent to the MRI concrete pad.

Lessor shall furnish a weatherproof box for data/telephone cable located adjacent to power receptacle. Conduit shall extend from exterior data/telephone box to interior distribution system in the building. Install //three (3) // //[]// telephone lines and //one (1) // //[]// data line. The telephone jacks and data line jacks shall be marine telephone jacks.

Truck pad shall be Portland cement concrete //28// //[]// feet wide by //62// //[]// feet long Design pavement section for loading in accordance with criteria in Paragraph 5.2.6.1. If reinforcement of concrete is required, use only non-ferrous reinforcement materials. Variations in pad levelness shall not exceed 1/8-inch in 10'-0".

Provide the following plumbing provisions in two in-ground boxes adjacent to the truck pad. One in-ground box shall be for water supply connections and one in-ground box shall be for sanitary wastewater connection:

Provide a hose bib and backflow preventer, connected to a cold water supply line, for connection of a 3/4 inch hose.

Provide 3/4 inch female connector and backflow preventer, connected to a cold water supply line, for connection of a 3/4 inch I.P.S. male threaded hose connector. Size line to provide 5 gallons per minute at 45-60 psi. Provide an adjustable pressure regulator with gauge to insure that pressure does not exceed 60 psi.

Provide 1-1/2 inch female threaded connector, connected to the sanitary wastewater drainage system, for connection of a 1-1/2 inch male threaded hose connection.

Provide an accessible sidewalk from an exterior door of the outpatient clinic to the MRI pad. Provide a canopy for the walkway from the clinic to the MRI pad. The canopy shall comply with criteria in Sections 5 and 6 of Part I of the SFO.

Provide one (1) each panic (duress) button in MRI enclosure, connected to main panic (duress) alarm panel.//

5.3 LANDSCAPING DESIGN:

Integrate the landscape planting design with the overall design of the site. The landscape planting shall compliment the architecture, preserve designated site features, facilitate vehicular and pedestrian access, create open areas and vegetative screens, and consist of plant material that promotes sustainable designs.

Select plants that are indigenous to the area, require little maintenance, and are disease and insect resistant. Select plant material that is nursery propagated from sources as close as practicable to the project area that are indigenous to the area, locally available, low maintenance, and disease and insect resistant. Plant materials shall conform to the standardized system of the American Association of Nurserymen, Inc. current American Standards for Nursery Stock, ANSI Z60.1.

Do not select plants for patient areas that are poisonous, highly aromatic, irritating, or thorny. In parking and pedestrian areas avoid plants that drop fruit or sap. Locate plants so they do not interfere with driver or pedestrian visibility, circulation, and safety.

Plant bed outlines curvature shall have minimum radii of 3 feet. Design lawn areas to facilitate maintenance.

Provide metallic edging or concrete curbs around shrub beds (essential where Bermuda or similar grasses are grown).

Utilize ground cover on slopes steeper than 3:1, i.e., 3 feet to 1 foot.

5.4 SITE AMENITIES:

5.4.1. FLAGPOLE:

The Lessor shall provide a flagpole at a location to be approved by the Contracting Officer. It must extend at least 30 feet above the ground. Flag pole shall be equipped with rope and hardware for two flags. The Government will provide the flags. This requirement will be waived if determined inappropriate by the Government. Exterior lighting (two each light fixtures spaced a minimum of twenty feet apart, mounted on the building or at grade) shall be provided to illuminate the flag at night. Automatic switching for light fixtures shall be provided.

5.4.2. SMOKING SHELTERS:

An exterior structure of approximately 150 square feet must be provided near one of the outside doors to the outpatient clinic building for the purpose of providing shelter for patients, visitors, volunteers, and employees who wish to smoke. The structure shall be built near the side or rear of the building away from and out of sight of the main clinic entrance. The smoking shelter shall be architecturally compatible with the main structure. The shelter must be at least 50 feet from any building entrance. The structure must be accessible to disabled persons as specified in Section 4 of the Basic Solicitation. The structure must be heated, air conditioned, and equipped with a ventilation system that meets OSHA requirements. The

ventilation system must have a discharge above the roof level of the clinic building that is directed away from the Clinic entrance or other possible clinic intakes. The smoking shelter shall be protected with an automatic fire sprinkler system. Provide suitable lighting for smoking shelter, control with the other site lighting.

5.4.3 CANOPIES AND COVERED WALKWAYS:

A non-combustible canopy is required at the walkway connecting the smoking shelter and the nearest building entry//, //and to the screened enclosure// // [Insert other covered walks as necessary.]//. Design of the //canopy// //canopies// shall be integrated with the building structure and architecture. Coordinate site lighting with walkways. Provide fixtures below canopies and covered walks where necessary to maintain illumination levels for exterior walkways.

Editing Note: Include if required by project program. Indicate location and size on conceptual plans.

5.4.3.1 //SCREENED ENCLOSURE// //RESERVED//:

//The construction of the screened enclosure and its associated canopy shall be integrated with the design of the building. //Provide two (2) each 42 inch blade fans with lights in the screened enclosure. Fans shall have 5 blades. Lights on fans, and fans, shall be operated from wall switches within the screened enclosure.// //Ceiling shall be 2 x 2 GWB lay-in panels //or moisture and abuse resistant AT// , rated for exterior installation.// Screened enclosure shall have //concrete floor with broom finish// //[____]//. //

Editing Note: Include if required by project program.

5.4.3.2 //GAZEBO// //RESERVED//:

//Provide a 12' X 12' octagonal gazebo near the front entrance of the clinic. Gazebo must be located a minimum of 50 feet from any entrance to the clinic. Gazebo shall be painted, sealed, and include benches, screening, screened door, and a copula. Gazebo shall be installed on a concrete pad approximately 2 feet larger in dimension than the gazebo. An accessible sidewalk shall be installed from the gazebo to the main entrance of the clinic. Gazebo shall be anchored to concrete pad per code requirements. //Provide an overhead exterior grade 5-blade fan with 42-inch blades. //Gazebo shall be fully sprinkled for fire protection. Provide lighting for gazebo. Lighting may be controlled with other site lighting. //

5.4.4 EXTERIOR ACTIVITY AREAS AND YARDS:

Provide //secured// exterior patio or yard areas for outdoor activities and dining.

//Dining patio of minimum //400// //[____]// square feet adjacent to Canteen dining room.//

//Outdoor areas shall be enclosed and secured by fences or walls. Design shall be approved by the Contracting Officer. Gates and locking arrangements for the yards shall be provide for egress to comply with NFPA 101.//

Outdoor areas shall be designed with a diversity of landscape and hardscape elements to create an environment capable of accommodating a variety of activities.

5.5 UTILITIES:

5.5.1 WATER DISTRIBUTION SYSTEM:

Design and construct system to provide adequate water service for maximum domestic and fire protection requirements.

Where reduced pressure backflow preventers are required, provide positive drainage.

5.5.2 WATER SUPPLY FOR FIRE PROTECTION

Assess adequacy of the water supply. The lessor must verify the locations involved as well as the quality and accuracy of the data. Perform water supply flow testing.

Editing Note: Coordinate with Occupancy Type(s) as determined in Paragraph 4.3.3.

Fire flows shall be available as required by NFPA 13 for the required occupancy classification. //However, duration for Ambulatory HealthCare occupancies shall not be less than 60 minutes.// The Lessor shall verify and submit documentation of the fire department’s capability of handling the manual fire fighting requirements to the Contracting Officer prior to occupancy by the Government.

//Fire Pumps:

When a fire pump is necessary to supplement fire flow and pressure, size it to comply with NFPA 13 and 14. Where hose is not installed or otherwise provided in the facility, the fire pump will be sized only for the sprinkler system requirements. The local responding fire department will provide the necessary flow and pressure for manual fire fighting operations.

Design and construct fire pump installation to comply with the details in the Appendix to NFPA 20. Enclose the fire pump rooms with a barrier having a one-hour fire resistance rating and meet other requirements of NFPA 20. In new construction the fire pump must be in a separate room from other mechanical and electrical equipment.//

Editing Note: VA Site Design Manual will indicate if irrigation is necessary and if so, the inches of water per week that is required.

5.5.3 //LAWN IRRIGATION SYSTEM: // RESERVED//:

//

Provide an automatic irrigation system to operate between the hours of 10:00pm to 6:00am.

Keep the number of irrigation system connections to potable system to a minimum. Equip such connections with reduced pressure-type backflow preventers. Limit maximum draft from any connection to 180 gpm.

//

5.5.4 SANITARY AND STORM DRAINAGE SYSTEM:

Design separate underground sanitary and storm sewerage systems, including building connections, manholes, clean-outs, drainage inlets (yard and curb), cooling tower waste lines, open drainage channels, dry wells, etc., and all appurtenances.

Provide an adequate number of sanitary and storm connections from each building.

Discharge cooling tower drains, overflows, and blow-down piping systems to the sanitary sewerage system. Provide air gaps to prevent cross connections between sewerage and water systems.

Storm drainage system shall serve all areas under construction or affected by construction. Design storm drainage system and components based storm frequency from local code. Comply with the requirements of off-site receptor of storm water. Retention may be required; however, roof storage of storm water is not allowed. Do not connect storm drainage system to sanitary sewerage systems.

//Do not drain outside building sub-soil drain tile to an interior sump pump. If a pump is required, locate it outside of the building. //

If required, design sewage pumping system to discharge at maximum sewage flow rate with largest pump not operating. Connect pumping system to emergency power.

Wet well shall be large enough to allow an interval of at least 6 minutes between successive starts of same pump motor throughout entire range of estimated flow rates. Include high water level alarm system in wet well, and place warning bell in appropriate location.

//

5.5.5 GAS DISTRIBUTION SYSTEM:

Coordinate with gas company concerning housing and/or fencing for gas metering and regulating equipment. Provide gas filter upstream of meter.

5.5.6 ELECTRICAL SERVICE:

Provide underground secondary-voltage electrical service from the serving electric utility. All requirements of the electric utility shall be met, including location of service source, above-ground and underground equipment locations, required easements and/or rights-of-access, above-ground equipment protection and screening requirements, meter location and provisions for meter-reading access, co-location of service conductors in common trench with other utility services, and all other applicable requirements of the electric utility.

5.5.7 TELECOMMUNICATIONS SERVICES:

Provide underground telephone service from the serving telephone provider. Sufficient capacity shall be provided at the Point of Presence (POP) for all telephone outlets identified in this SFO, plus 50% spare capacity. Comply with all requirements of the telephone provider for cable installation, POP space and security requirements, and POP equipment and access provisions.

Provide cable television service, subject to identical requirements as defined for telephone service.

5.6 EXTERIOR SIGNAGE:

Use Environmental Graphics Design Program Guide (Signage manual) for development of exterior signage components. Calculations and structural drawings may also be required.

Lessor shall provide foundations as necessary and install VA furnished monument sign.

Editing Note: Edit following based on physical security requirements and local preferences.

5.7 FENCING:

Ornamental //aluminum// //steel// fencing, 6 feet //[__]// in height, shall be required adjacent to the property line //around the perimeter of the total site// //as indicated on concept plans//. //[Insert security or other types of fencing per project requirements.]// Furnish swing gates that will provide full accessibility at all road entrances, with adjacent pedestrian swing gates minimum 36 inches clear width. All gates shall have provisions for locking with a VA provided padlock. Include provisions for utility company and fire department access as required by local authorities having jurisdiction. Fencing shall be //Jerith

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC

SFO NO. V101-183R-xxx-xxx-xx

[INSERT LOCATION OF FACILITY]

Ornamental Aluminum Fence, available from Hoover Fence Company, Industrial Style #73 (Jerith Style I-111), Imperial finials Model No. P-642-l// [__ insert locally available manufacturers and styles acceptable to VA here]//. Finish shall be //black// //bronze// //enamel// //powder coat// //anodized// //[_____]//.

SECTION 6: BUILDING DESIGN CRITERIA

6.1 STRUCTURAL:

Structural design of VA facilities shall comply with the latest editions of the following:

Reinforced concrete design - *Building Code Requirements for Reinforced Concrete* (ACI Standard 318-02) and Commentary (ACI-318R-02), American Concrete Institute.

Structural steel design - *Manual of Steel Construction, Load and Resistance Factor Design*, Specifications for Structural Steel Buildings, American Institute of Steel Construction, Second Edition.

International Building Code (IBC 2003), International Conference of Building Officials.

VA Seismic Design Requirements (H-18-8)

Editing Note: Use the following paragraphs if VA will allow existing buildings to be offered for lease.

//Where applicable, a licensed structural engineer shall verify the load-bearing capability of the existing structural elements to support the new design loads. Provide evidence of compliance with lateral force requirements in Paragraph 6.1.3 with offer as specified in Paragraph 1.7.//

//Where alterations are made to the structural elements in existing buildings, these elements individually and the buildings as units, must maintain adequate strength to safely resist both gravity and lateral loads. Any resulting deficiencies must be reinforced accordingly.//

6.1.1 FLOOR LOADS:

Minimum uniform basic design live loads shall conform to the *International Building Code* (IBC 2003) requirements, except as modified in this paragraph.

Allowance of 20 psf shall be made for partitions on floors where specified live load is less than 100 psf, in addition to all other loads. Where live loads are 100 psf and greater, specific partition locations may be used for design; however, appropriate notes must be made on the drawings.

Provision shall be made in designing floors for a concentrated load of 2000 lb, placed upon any space 2.5 feet square, wherever this load upon an otherwise unloaded floor would produce stresses greater than those caused by the uniform load required therefor.// On walk-on ceiling the design concentrated load shall be 300 lb. //

In order to provide a flexible design allowing certain range of occupancy changes in the future, generalized live load categories should be applied to large areas.

Where actual occupancy load requirements or concentrated equipment loads distributed over a reasonable area exceed the equivalent generalized uniform live loads, the areas in question shall be designed to meet the specific load conditions.

6.1.2 ROOF LOAD:

Roof live loads shall be based on geographical location and local governing building code requirements; however, they shall not be less than 20 psf.

VA will install a rooftop mounted satellite system for the building. The Lessor shall provide a roof structure, which accommodates VA's system, and shall coordinate with VA to provide the required structural mounting devices. The roof shall be maintained in a watertight condition at all such mounting locations.

6.1.3 LATERAL FORCES:

6.1.3.1 VA CRITERIA:

VA Outpatient Clinic buildings are required to remain operational after an earthquake or other natural disaster such as tornado or hurricane.

6.1.3.2 SEISMIC SAFETY:

All new facilities//, new additions, and existing buildings requiring major renovation and/or seismic strengthening// shall be designed in accordance with VA *Seismic Design Requirements* H-18-8, December 2003.

6.1.4 SPECIAL INSPECTIONS

Regardless of local code requirements, Lessor shall obtain services of qualified, independent entities to provide special inspection services during construction in accordance with Chapter 17 of the International Building Code (IBC). Lessor shall provide copies of the inspectors' reports to the Contracting Officer as evidence of compliance with Codes and the requirements of this solicitation. Reports shall be prepared in accordance with IBC Section 1704.1.2 and shall include:

Editing Note: Edit the following to remove items not applicable to the project.

- Inspection of Fabricators (Section 1704.2)
- Inspection of Steel Construction (Section 1704.3 and Table 1704.3)
- Inspection of Concrete Construction (Section 1704.4 and table 1704.4)
- Inspection of Masonry Construction (Section 1704.5 and Tables 1704.5.1 and 17-4.5.2)
- Pile Foundations (Section 1704.8)
- Pier Foundations (Section 1704.9)
- Wall Panels and Veneers (Section 1704.10)
- Sprayed Fire Resistant Materials (Section 1704.11)
- Exterior Insulation and Finish Systems (EIFS) (Section 1704.12)
- Provide Quality Assurance Plan for Seismic Resistance per Section 1705
- Provide Quality Assurance Plan for Wind requirements per Section 1706
- Special Inspections for Seismic Resistance (Section 1707)
- Structural Testing for Seismic Resistance (Section 1708)
- Structural Observations (Section 1709)

6.1.5 CONSTRUCTION REQUIREMENTS FOR STRUCTURAL ELEMENTS:

Follow the Fire Protection Paragraphs in Section 4 of this solicitation for fireproofing requirements of structural elements.

6.2 ARCHITECTURAL:

6.2.1 DESIGN CONCEPT:

Before proceeding with the final construction documents, the Lessor shall present the exterior design for review by the Contracting Officer. For this review, suitable illustration of the exterior is needed including relationship to adjacent buildings and surroundings. Minimum submittal requirements are listed in Section 3 of this solicitation.

The review will consider the technical excellence and the appropriateness of the design in meeting VA program needs and goals required by this SFO. The Lessor is advised that VA is dedicated to the concept of Sustainable Design. In recognition of limitations of energy, water and other resources, as well as the consequences of using them inefficiently, VA encourages the Lessor to incorporate the principles of sustainable design in the design and construction of the outpatient clinic. The facility design should include energy efficiency, energy conservation, and the use of renewable energy sources whether in a new or existing building. Sustainable elements may include (but are not limited to):

- Active or passive solar energy
- Building orientation and placement in site planning to optimize energy efficiency
- Energy-efficient equipment
- Indoor air quality
- Minimal construction and operational waste
- Minimal negative environmental impacts
- Recycled materials
- Resource efficient materials
- Water conservation
- Water harvesting

6.2.2 FOUNDATION:

6.2.2.1 BUILDING PERIMETER FOUNDATION DRAINAGE:

Subsoil (foundation) drainage provides a means of removing water that may percolate to the footing level of a building foundation system. Establish the need for a subsoil drainage system by an analysis of the climate, topography, soil character, water table, geological factors and the judgment of the designer. Where topographical or other factors exist which would lead to uncertainty regarding the ability of natural drainage to function and avoid damage by subsurface water, provide a subsoil drainage system.

Provide subsoil drains, when judged advantageous and where individually required, at building perimeter wall footings adjacent to basement, crawl spaces, or pipe basements below grade.

Subsoil drains shall maintain a pitch as uniform as possible and shall drain to suitable outfall. Minimum pitch shall be 1/2 of 1%.

Unless site conditions otherwise dictate, no subsoil drainage piping shall traverse a building area to reach an outfall. Where a condition makes this imperative, use solid pipe with sealed joints to traverse a building area.

Subsoil drains shall in no case be lower in elevation than the base of adjacent footings. When an abrupt change in elevation of footings occurs, drain tile shall lead away from building at the higher elevation of the transition. The lower level shall be separately drained.

6.2.2.2 PIPE BASEMENTS:

Evaluate the use of full or partial pipe basements through a design analysis that indicates that a pipe basement is the most efficient and economical method of adapting piping, duct, and electrical conduit systems to the building. Design pipe basements to provide a minimum clearance of 4'0" under pipes, ducts, and electrical conduits for access to these systems for maintenance and repair. Provide all areas of a pipe basement with two means of egress. Extend stairways down to the pipe basement by means of industrial stairs.

6.2.3 EXTERIOR ENTRANCES:

All entrances and exits at grade must be accessible to and usable by persons with disabilities and shall be: (a) free of steps or other obstructions; and (b) level or provided with ramps.

6.2.3.1 PATIENT ENTRANCES:

Provide non-combustible canopies over patient entrances to outpatient clinic. The canopies shall extend 2 feet beyond the curb lines to protect patients from inclement weather. To reduce the size and cost of canopies, locate the curb line near the entrance if compatible with other design considerations.

Editing Note: Select between revolving doors and automatic doors at patient entrances. Coordinate with Paragraph 6.2.5.3.

//Provide revolving door(s) at all main entrances to facilities, except ambulance //or emergency// entrances, to exclude inclement elements from the building. For persons with disabilities, provide a secondary set of 4 foot wide, automatically operated swinging door(s) with an air lock vestibule of 21 feet between doors.//

At //main and// ambulance //or emergency// entrances, provide "Air locks" consisting of vestibules formed by automatically operated sliding doors placed not less than 21 feet apart. Where swinging doors are used, both the inner and outer doors shall swing outward. Provide break-away type automatic doors that can be manually operated during a power failure. Vestibules shall be kept under positive pressure.

6.2.3.2 AMBULANCE ENTRANCES:

Provide ambulance entrances for back-in unloading with a platform 6 inches above the access drive. The platform shall have a minimum length of 13 feet and a minimum depth of 10 feet. Platforms are not required for drive-through unloading but provide a ramp at the entrance door. Use drive-through ambulance entrances only as a second consideration and where the outside winter design temperature is above 32 degrees F. Provide a noncombustible canopy at back-in and drive-through unloading areas. Clearance from grade to the underside of any canopy obstruction shall be 10 feet minimum. Make additional provisions if deemed necessary by VA to provide protection from weather for patients arriving by ambulance. Ambulance entrances shall include provisions for wheelchair and litter access for emergency patients arriving in vehicles other than an ambulance.

Enclose ambulance entrances where the outside winter design temperature is below 10 degrees F, as given in the 99% column of Table I, ASHRAE Handbook of Fundamentals. Equip the enclosed entrances with automatic overhead type doors operable from both outside and inside of the enclosure.

6.2.3.3 LOADING DOCKS:

All warehouse loading dock platforms shall be 4-feet above the driveway. Platforms shall have a minimum depth of 8-feet front to back or between dock lift/leveler and back wall. Provide a noncombustible canopy

over the platform with 14-foot clearance from grade to the underside of the canopy. Provide a stair or a ramp to the platform; for platforms which are more than 50-foot long, provide a stair or a ramp at each end.

6.2.4 CANOPIES:

Noncombustible canopies or covered walkways are required from the outpatient clinic building to locations listed in Paragraph 5.4.3 of this solicitation.

Maintain soffits over passageways under portions of buildings, canopies, or overhanging wings that extend over truck and public bus traffic areas, at a height that will provide 14-foot minimum head room. Maintain a grade either side of the passageway to provide the required head room for the longest wheel base trailer permitted by the State.

6.2.5 ENCLOSURE SYSTEMS:

6.2.5.1 WALLS:

Exterior wall systems shall be of durable and permanent materials as acceptable to the Contracting Officer. Materials and colors shall be consistent with the overall design concept, structural requirements, and provide the level of physical security required by this solicitation.

Walls shall be designed to prevent moisture penetration. Detail and construct moisture barriers, wall cavities and weeps, or other features as necessary to prevent damage to wall components or entry of moisture into building.

Design for heat loss or gain in accordance with energy criteria in this solicitation. Provide noncombustible insulation in wall cavities. Provide vapor barrier at appropriate side of wall construction based on local climatic conditions.

Structural design of walls shall comply with Paragraph 6.1. The weight of masonry walls or veneer shall be supported by the structural frame at each floor.

Fire resistance shall be as required by applicable codes for construction type and exposure.

Editing Note: include following paragraph if sound control is necessary.

Design walls for sound transmission control from external sources at sites near airports, freeways, //[_]// or heavy city traffic.

6.2.5.2 WINDOWS AND SCREENS:

Lessor shall provide windows as shown on the conceptual floor plan. Design windows in accordance with energy requirements in HVAC Section of this solicitation. Energy-conservation requirements will result in double-glazed windows for most locations. For double-glazed windows, provide a continuous thermal break between inner and outer sash; also between inner and outer frame components including window sill. Where double-glazed windows are used, enclose horizontal venetian blinds between the two glazed surfaces wherever the type of window will accommodate this feature.

Window sills/stools shall be a minimum of 18 inches above the finished floor.

Operable windows are more costly than fixed windows and more subject to drafts, leaks, and maintenance problems. The Contracting Officer must approve use of operable windows.

Windows shall comply with Physical Security requirements in Section 4 of this solicitation.

6.2.5.2.1 Safety Glazing:

Glaze windows occurring in security exam rooms or security holding room with 7/16" thick laminated glass. Provide laminated glass only for interior panes of double-glazed windows.

6.2.5.2.2 Screens:

Provide insect screens only on operable windows in spaces which are not air conditioned.

Provide bird screens on mechanical ventilation supply and exhaust openings in exterior walls. Provide insect screens on the inside of louvered openings in exterior walls where there are no duct connections.

Provide security screens on windows where required by Physical Security requirements in Section 4 of this solicitation.

Editing Note: Coordinate with Paragraph 6.2.3.

6.2.5.3 EXTERIOR DOORS:

Entrance doors shall be //revolving// //automatic sliding// //swinging// anodized aluminum construction with safety glazing and shall comply with energy requirements as specified for exterior windows.

Swinging exterior doors and frames, except entrance doors, shall be heavy duty, insulated, full flush, hollow steel construction. Exterior doors shall be weather-stripped, shall be self-closing, and shall open outward. Door hardware shall comply with applicable portions of Section 7 of this solicitation. Provide latch guards and hinges with non-removable pins to deter tampering or unauthorized entry.

Doors for vehicular access, including doors to //warehouse, //engineering shops, //spaces containing building service equipment, //and enclosed ambulance entry// shall be //insulated, industrial grade sectional overhead doors// //overhead coiling doors//. Nominal size of the door opening shall be //8'-0" wide by 9'-6" high// //[_____]//. Doors shall be fully weather-stripped and include an electric operator and manual chain hoist operation. Operator controls shall be located on the secure (interior) side of the opening and shall incorporate a cylinder lock. Provide safeties, including door edge sensors. Overhead door(s) shall not have vision lights.

6.2.5.3.1 Automatic Doors:

Design automatic doors to operate manually in event of power failure. Equip controls with safety devices for pedestrian protection. Provide door operator controls and equipment that are easily accessible for maintenance. Design automatic doors to open from both sides.

Automatic doors are required at the following locations:

Sliding doors operated by motion detectors and an electric-eye safety device with emergency breakaway features at Patient entrances. (Use swinging doors with mat operation in lieu of sliding doors where dictated by conditions.)

Swinging doors, mat operation (requires floor-slab depression): Ambulance entrance

Swinging doors, pull-chain operation: Doors between loading platform and corridors.

6.2.5.4 ROOFS:

6.2.5.4.1 Parapet Walls, Roof Structure, And Walkways:

Masonry parapet walls are potential sources of water penetration, unequal thermal expansion, additional structural loads, and increased costs. Therefore, do not use such walls for any building unless specifically permitted by the Contracting officer. Proposed parapet walls must be justified by aesthetic, functional or

economic considerations. Where permitted, design and reinforce them to assure stability and water tightness when subjected to lateral or thermal forces.

Make roof structures, such as penthouses and architectural screens enclosing or concealing roof-mounted mechanical equipment, compatible in appearance and with the material, texture, color, and shape of the building. Where it is necessary to expose roof-mounted mechanical equipment, minimize its appearance by location, low silhouette, and color.

Provide access to roof areas by industrial stair. If stair (or fixed ladder) is exterior to the building, provide means to prohibit unauthorized access to roof. Provide roof walkways of prefabricated asphalt planks with nonslip surfaces on access routes over roofs to mechanical equipment requiring recurrent maintenance. Where necessary for safety of maintenance workers, provide ladders, stairs and/or platforms.

In attic spaces that have batt or loose floor insulation, provide walkways for access to mechanical and electrical equipment. Show the location and details of attic walkways on architectural drawings.

Whenever mechanical equipment requiring periodic maintenance is installed on a roof more than 20 feet above the ground, provide guardrails or fences between the roof edge and any equipment or walkways less than 10 feet from the edge. Design the guardrails 42 inches high and in accordance with OSHA requirements for standard guardrails.

6.2.5.4.2 Low Slope Roof Systems:

Design low slope roof systems in accordance with the recommendations of the National Roofing Contractors Association (NRCA) Roofing and Waterproofing Manual and this manual.

Design all roofs with slope to roof drains or gutters.

Low-slope roof systems include but are not limited to the following roofing membranes with roof insulation:

- Bituminous built-up roofing systems
- Modified bituminous roofing systems
- Single-ply sheet roofing systems
- Fluid-applied roofing systems

Design low-slope roof systems with a positive slope a minimum of 1:50 (0.25 inch per foot) up to a maximum of 1:12 (1.0 inch per foot) to drains:

Use tapered insulation, sloped structural systems, or level structural system with sloped fill to achieve the required slope.

Do not use NRCA defined "One-way slope" (Sloping to a level valley). See NRCA - "Tapered Roof Insulation Systems."

Use NRCA defined "Two-Way slope" (actually sloping in four directions).

Use a uniform square grid to lay out roof slopes to drains. Roofs shall not slope to level valleys, but may have one-way slopes to gutters at gravel-stop edges.

Locate drains at points of maximum deck deflection, generally at midspan of the deck between supports where possible.

Design single-ply ballasted roofing systems using Factory Mutual Criteria for wind force resistance. The following are Factory Mutual Criteria:

- Loss Prevention Data 1-7, "Wind Forces on Buildings and Other Structures"
- Loss Prevention Data 1-28, "Insulated Steel Deck"
- Loss Prevention Data Technical Advisory Bulletin 1-29, "Loose-Laid Ballasted Roof Coverings"
- Loss Prevention Data 1-49, "Perimeter Flashing".

Anchor insulation to deck. Loose laid insulation is not permitted except for protective membrane roof insulation system.

Use 8 inch high base flashing at walls and penetrations. Do not use pitch pockets or similar penetration seals.

//6.2.5.5 SKYLIGHTS:

Lessor shall provide skylights at locations indicated in conceptual plan. Skylights shall be self-supporting, aluminum framed, four-sided pyramid style with translucent, insulated sandwich panels. Submit panel color samples for selection by the Government. Lessor shall design, engineer, fabricate, and install skylights to withstand the effects of the following loads and stresses under conditions indicated without material failure or permanent deformation of structural members.

Uniform live load of 30 psf plus dead load.

Concentrated load of 250 lb applied to any framing member at a location that will produce the most severe stress or deflection.

Wind load requirements per local codes.

A one-third increase in the allowable stress for wind is acceptable where permitted by code but not in combination with any reduction applied to combined loads. Allowable values shall not exceed the yield stress.

Assume that compression flanges of flexural members receive effective lateral bracing only from anchors to the building structure and horizontal glazing bars or interior trim in contact at least 50 percent of the member's total depth.

Thermal Movement: Provide for expansion and contraction of metal skylight components resulting from an ambient temperature differential of 120 deg F, which may result in a metal surface temperature range of 180 deg F within the skylight framing without causing buckling, excessive stresses or structural elements of fasteners, stresses on glazing, failure of seals, reduction of performance or other detrimental effects. Impact Resistance per local codes.//

6.3 EQUIPMENT:

6.3.1 GENERAL:

On the 1/8" scale architectural floor plans show all fixed items of equipment, shelving, casework, etc., which occupy floor space (and any items which require utilities). Use symbols that correspond to the item designations contained in Schedule B of this solicitation. Place symbols on or immediately adjacent to each unit of shelving, casework, etc. However, when 1/4" scale equipment floor plans are drawn for certain rooms or areas, show the proper symbols on these plans and not on the 1/8") scale plans. Show designations for plumbing fixtures on plumbing drawings only, not on architectural drawings.

6.3.2 LESSOR FURNISHED SPECIAL EQUIPMENT:

As part of the rental consideration, the offeror will include the purchase and installation of special equipment, such as the following, to meet the environmental requirements of the laboratory and clinic items specified in Schedule B.

As required, provide special building equipment such as special piping and associated water treatment equipment, special sewage disposal systems, water, gas, compressed air, and vacuum systems. Normal hookup will be provided to the space perimeter consistent with architectural, mechanical, electrical, and structural limitations.

Provide electrical service necessary for special equipment items consistent with architectural, mechanical, and structural limitations. Provide service from emergency source for specified items/locations.

As required, special building equipment to treat and exhaust the atmosphere toxic gases produced by the agency program equipment will be provided. In addition, provide within all clinical laboratories and other areas designated in the equipment drawings, exhaust air suitable to meet the special requirements and up to 100 percent fresh air. All such installations shall comply with appropriate OSHA, EPA or related regulations of the local community.

Editing Note: Include if required by project program.

6.3.2.1 IN-FLOOR SCALES:

Lessor shall furnish and install //two (2)// // [] // SCALETRONIX ((914)-948-8117) Model 6102 in-floor scales. There shall be a recessed readout box, for each scale, mounted at 5 feet above finish floor to bottom of box. Provide 110V hardwired circuit to readout boxes.

6.3.3 PROVISIONS FOR VA FURNISHED EQUIPMENT:

As part of the rental consideration, the Offeror must include a number of specialized utilities and electrical distribution systems within raceways, partitions, and walls as required for equipment to be installed in the Outpatient Clinic, both Lessor and VA furnished, as part of the rental consideration. Offeror shall also include provisions for necessary support and attachment of equipment items including, but not limited to, structural reinforcement of wall, floor or roof construction; and blocking or backing in walls and ceilings. The prices and costs relating to Schedule "B" Special Requirement items involve the direct installation of equipment to support and distribution systems already included in the basic rent. Therefore, no additional costs relating to the distribution of plumbing, sanitary, or electricity; or supporting construction should be ascribed to the special equipment costs in Schedule "B".

//

6.3.3.1 VA FURNISHED / LESSOR INSTALLED EQUIPMENT:

Equipment may include items that are furnished by VA but installed by the Lessor. For equipment designated as installed by the Lessor, the Offeror must include the following as part of the rental consideration. Installation shall include all labor, tools, equipment, and incidental parts (including, but not limited to, screws or bolts for anchoring equipment to substrates, pipe fittings or unions, solder, Teflon tape, pipe joint compound, wire nuts or electrical connectors, electrical wire or cord, etc.) necessary for a complete installation.

Include installation of Government furnished equipment as activity in NAS schedule;

Advise Contracting Officer of date(s) work will be ready for installation of equipment;

- Accept delivery of equipment on established dates;
- Jointly with Contracting Officer, inspect the equipment upon delivery to check for damage and confirm quantities;
- Take steps to correct shortages or damage in transit;
- Be responsible for proper storage and protection;
- Provide any additional transportation;
- Uncrate, assemble, and install equipment; and
- Demonstrate proper operation of equipment to the Contracting Officer.

//

6.4 BUILDING SYSTEMS:

6.4.1 OPERATION OF BUILDING EQUIPMENT:

The Lessor shall furnish, operate, and maintain all building equipment and systems in accordance with applicable technical publications, manuals, and standard procedures. Mains, lines, (electricity, gas, water, and sewer utilities), and meters for utilities shall be provided by the Lessor. Exposed ducts, piping, and conduits are not permitted in occupied spaces.

6.4.2 BUILDING SYSTEMS CERTIFICATION:

Lessor shall furnish, at no cost to VA, a certification by a registered professional engineer(s) that the building and its systems, as designed and constructed, will satisfy the requirements of this lease.

6.4.3 BALANCING:

Ventilation and air conditioning balancing must be accomplished by an independent third party hired by the Lessor and a report furnished before the building is occupied. Balancing companies must meet certification requirements of Associates Air Balance Council (AABC) or the National Environmental Balancing Bureau (NEBB).

Editing Note: Commissioning is an interdisciplinary process involving the Lessor, the Design Professionals and Contractor(s) retained by the Lessor, and VA as Lessee. Building commissioning is defined as a systematic quality assurance process for achieving, verifying, and documenting the interactive performance of the building systems in meeting the design intent and the needs of the occupants.

To develop an optimum Commissioning Plan, the unique needs of the proposed outpatient clinic must be identified. The level of commissioning required will depend on the size and complexity of the building and the desired level of quality assurance. Commissioning can be provided for all the systems in the building (full commissioning) or to selected systems. The Contracting Officer should consult with Office of Facilities Management to establish the scope of commissioning, if any, to be required by the SFO. If commissioning is not required for a project, delete

Paragraph 6.4.4 and all subparagraphs in their entirety.

//6.4.4 BUILDING SYSTEMS COMMISSIONING//:

//6.4.4.1 DEFINITIONS AND SCOPE:

Commissioning is an interdisciplinary process involving the Lessor, the Design Professionals, the Contractors, and the Lessee. Building commissioning is defined as a systematic quality assurance process for achieving, verifying, and documenting the interactive performance of the building systems in meeting the design intent and the occupants' operational needs.

The Commissioning Process shall begin at the project's inception and continue through the first year of occupancy by the Government. The commissioning process shall document VA's criteria for system function, performance, and maintenance ability; and shall verify and document compliance with these criteria throughout the construction, start up, and initial period of operation. Complete Operation and Maintenance (O&M) Manuals; and Commissioning Systems Concepts and Maintenance Manuals; and on-site training of building operators in the operation, operating strategies, sequence of control, schedule, and emergency override of building systems shall be provided to ensure that the building will continue to operate as intended.

The major building systems to be commissioned are:

- HVAC
- Plumbing
- Electrical System
- Emergency Power System(s)
- Lighting
- Fire Alarm System
- Building Envelope: roofing, waterproofing, flashings, sealants, moisture barriers, vapor barriers

The Lessor shall be responsible for securing and paying for an independent certified Commissioning Provider. The Commissioning Provider shall be certified by NEBB or AABC. The Lessor shall submit the qualification of the Commissioning Provider to the Contracting Officer prior to the second Design Development Review Submittal.

The Commissioning Provider shall be involved in this project from the start of Design Development through the warranty phase. In general, the commissioning process shall be in accordance with ASHRAE Guide 1.0. The documentation, methodology, and the completed forms shall be in accordance with NEBB Standards. The Commissioning Provider shall edit the Construction Documents to mandate the level of cooperation and participation of various contractors, suppliers, and vendors in the commissioning process. The Lessor shall ensure compliance by the contractors, suppliers, and vendors.

//

//6.4.4.2 RESPONSIBILITIES OF THE COMMISSIONING PROVIDER:

During design development, the Commissioning Provider shall prepare a detailed Commissioning Plan. The Commission Plan shall address technical information as well as responsibilities of the Lessor and Lessee during the design phase, construction and post-construction or warranty phases. The Commissioning Provider shall be responsible for carrying out the following tasks:

//

//6.4.4.3 DESIGN PHASE TASKS:

During the design phase, the Commissioning Provider shall provide the following services.

Assemble Commissioning Team, hold a scoping meeting, and identify responsibilities.

Review and clarify, if necessary, project objectives, documentation (SFO design intent), and establish clear and measurable acceptance criteria.

Organize and lead commissioning meetings as needed with Lessor, VA COTR, and Design Team.

Consult with the Design Team regarding the EMCS architecture, control sequences, HVAC systems, electrical systems, and equipment and commissioning/M&V requirements.

Assist in preparing the Startup, Testing & Balancing and Commissioning specification sections

//

//6.4.4.4 REVIEW PHASE TASKS:

During the review construction document reviews, the Commissioning Provider shall provide the following services.

Review the designs and specifications for equipment, systems and energy management systems for features, energy efficiency, and conformity to SFO design intent.

Develop a Commissioning Plan for all commissioned equipment and systems. This Commissioning Plan should include a description of the responsibilities of all parties, details of the commissioning process; reporting and documentation requirements including formats; alerts to coordination issues, deficiency resolution; construction checklist and startup requirements; the functional testing process; specific functional test requirements, including testing conditions and acceptance criteria for each piece of equipment being commissioned. Use NEBB Commissioning Forms.

A written draft of the Commissioning Plan shall be submitted to VA COTR by the end of Construction Documents phase.

A final Commissioning Plan draft shall be due within two weeks (10 business days) of receipt of draft annotated by the VA.

//

//6.4.4.5 CONSTRUCTION PHASE TASKS:

During construction, the Commissioning Provider shall provide the following services.

Coordinate and direct the commissioning activities in a logical, sequential and efficient manner using consistent protocols and forms, centralized documentation, clear and regular communications and consultations with all necessary parties, frequently updated timelines and schedules and technical expertise. Coordinate the commissioning work and, with the Lessor and Contractor's project manager, ensure commissioning activities are being scheduled into the master schedule. Communicate and cooperate as directed by VA.

Revise, as necessary, the Commissioning Plan, including scope and schedule.

Plan and conduct commissioning meetings as needed. Transcribe and distribute minutes and completion items lists.

Request and review additional information required to perform commissioning tasks, including O&M materials and contractor start-up and checkout procedures. Before startup, gather and review the current control sequences and interlocks and work with contractors and design engineers until sufficient clarity has been obtained, in writing, to be able to write detailed testing procedures.

Review and approve, concurrent with the A/E reviews, normal Contractor submittals applicable to systems being commissioned for compliance with commissioning needs.

Review requests for information and change orders for impact on commissioning and Owner's objectives.

Review coordination drawings to ensure that trades are making a reasonable effort to coordinate.

Write and distribute pre-functional and functional checklists for commissioned equipment and systems.

Develop and enhance start-up and initial systems checkout plan with contractors for selected equipment.

Perform site visits, as necessary, to observe component and system installations. Attend selected planning and job-site meetings to obtain information on construction progress. Review construction meeting minutes for revisions / substitutions relating to the commissioning process. Assist in resolving any discrepancies.

Witness HVAC and plumbing piping pressure test and flushing, sufficient to be confident that proper procedures were followed. Include testing documentation in the Commissioning Record.

Witness any ductwork testing and cleaning sufficient to be confident that proper procedures were followed. Include documentation in the Commissioning Record.

Document construction checklist completion by reviewing completed construction checklists and by selected site observation.

Document start-up of each system by reviewing start-up reports and by selected site observation.

Approve air and water systems balancing by spot testing, by reviewing completed reports, and by selected site observation.

With necessary assistance and review from installing contractors, write the functional test procedures for equipment and systems. This will include manual functional testing, energy management control operational trending and may include stand-alone data-logger monitoring. Submit to VA for review and approval.

Analyze functional testing results, operational trend log and monitored data to verify performance.

Coordinate, witness and document manual functional tests performed by installing contractors. Coordinate retesting as necessary until satisfactory performance is achieved. The functional testing shall include operating the system and components through each of the written sequences of operation, and other significant modes and sequences, including startup, shutdown, unoccupied mode, manual mode, staging, miscellaneous alarms, power failure, security alarm when impacted and interlocks with other systems or equipments. Sensors and controlled devices such as actuators, dampers and valves shall be calibrated during construction check listing by the installing contractors, and spot-checked by the Commissioning Provider during functional testing. Test on respective HVAC equipment shall be executed, if possible, during both the heating and cooling season. However, some overwriting of control values to simulate conditions shall be allowed. Particular attention should be paid to rooftop A/C unit economizers. Functional testing shall be done using conventional manual methods, control system trend logs, and read-outs or standalone data loggers, to provide a high level of confidence in proper system function, as deemed appropriate by the Commissioning Provider and VA. All relevant field data, trend logs, logger data and graphs that validate the results shall be annotated with appropriate labels so that it is clear what the data are proving. Trend logs of control system output signals are not acceptable as proof of operation unless the output signals have first been verified and documented that they accurately represent actual operation. Use NEBB Standard Commissioning Forms.

Prepare test plans for, assist with execution of, and document tests of commissioned equipment overseen by regulatory authorities and ensure such tests meet the testing rigor desired by VA.

Maintain a master issues log and a separate record of functional testing. Report all issues as they occur directly to the Lessor. Provide directly to the Lessor and VA written progress reports and test results with recommended actions.

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Review equipment warranties to ensure the Lessor’s responsibilities are clearly defined.

Oversee and approve the training of the Lessor’s operating personnel.

Review and approve the preparation of the O&M manuals for commissioned equipment.

Compile the Commissioning Systems Concepts and Operations Manual that consists of the following: SFO Objectives/Design Intent; Design Narrative and Basis of Design (from Designer); Performance Metrics, if completed during design; Space and Use descriptions, single line drawings and schematics for major systems (from Designer); Control Drawings, Sequences of Control; and a table of all setpoints and implications when changing them, schedules, instructions for operation of each piece of equipment for emergencies, seasonal adjustment, startup and shutdown, instructions for energy savings operations and descriptions of the energy savings strategies in the facility, recommendations for re-commissioning frequency by equipment/systems type, energy tracking recommendations, and recommended standard trend logs with a brief description of what to look for in them (all by Commissioning Provider).

Compile a User’s Manual. This manual will be used by VA and Lessor and tenants that will use and “live with” the system.

//

//6.4.4.6 WARRANTY PERIOD TASKS:

Following initial occupancy by the Government, the Commissioning Provider shall provide the following services.

Coordinate and supervise required opposite season or deferred testing and deficiency corrections and provide the final testing documentation for the Commissioning Study and O&M manuals.

Complete Commissioning Study and Prepare Final Report: A study will be conducted and prepared by the Commissioning Provider after conclusion of construction, based upon the Commissioning Plan.

6.4.4.6.1 Commissioning Study:

The Study by the Commissioning Provider shall:

Ensure the Commissioned Systems are optimally established, operated and maintained as designed (Commissioned Systems refers to the systems, equipment and controls that are used to operate and maintain the technology and related architectural requirements of the energy systems, daylighting, and indoor air quality.)

Ascertain and implement necessary adjustments

Collect data

Finalize the Commissioning Systems Concepts and Operations Manual

Document any changes from design intent

6.4.4.6.2 Final Repor:

The Commissioning Study Final Report shall include a summary section with a list of participants and roles, brief building description, overview of commissioning and testing scope, and a general description of testing and verification methods. The body of the report shall include the following for each piece of commissioned equipment: the disposition of the Commissioning Provider regarding the adequacy of the equipment, documentation, and training in meeting the requirements of the Solicitation and Contract Documents in the following areas:

Compliance of Materials and Equipment with specifications

Quality of equipment installation

- Functional performance
- Efficiency
- Documentation

The Report shall include recommendations for training of staff, recommended turnover procedures, and re commendations for continuing training of staff.

All outstanding non-compliance items shall be specifically listed. Recommendations for improvement to equipment or operations, future actions, commissioning process changes, etc. shall also be listed. Each non-compliance issue shall be referenced to the specific functional test

//

//6.4.4.7 LESSOR’S RESPONSIBILITIES:

The Lessor shall make every effort to ensure that all parties provide full cooperation to the Commissioning Process. The Lessor shall not change Commissioning Providers without prior approval of VA.

//

6.5 MECHANICAL:

6.5.1 GENERAL

The Lessor and design engineer, as general guidance, shall use the technical information and standards contained in this solicitation. In order to provide the latitude needed for design, new concepts, etc., deviations may be made from the technical requirements provided professional judgment is made that a safe, adequate, quality design will result, **and approval is obtained** from the Contracting Officer. Deviations from those requirements included in Public Laws, Federal Regulations, Executive Orders, and similar regulations and users special requirements **are not** permitted. This solicitation contains VA criteria pertinent to the design of HVAC systems for VA Outpatient Facilities. Where VA Criteria is lacking or missing, follow industry standards such as ASHRAE, ARI, NFPA, etc.

6.5.1.1 LOAD CALCULATIONS:

The design heat gain calculations shall be done in accordance with the procedure outlined in the latest ASHRAE Handbook of Fundamentals. The calculated supply air volume shall be the sum of all individual peak room air quantities without any diversity; including for variable air volume systems. A safety margin of 5% shall be applied to the calculated room air quantity.

Submit a bound copy of load calculations as part of the economic cost analysis and energy compliance forms.

Calculations shall include room by room heat gain and loss; room by room air balance showing supply, return, exhaust, transfer, and make-up air quantities; equipment capacities; and sound and vibration analysis. Calculations and analysis should be identified, arranged and summarized in proper format. They shall be indexed in a bound folder with each air handling unit as a zone and separate chapters for cooling loads, heating loads, exhaust systems, pumping/piping calculations, fan selections, etc.

Fan and pump motor horsepower, reheat, and duct heat gains shall be included in cooling load calculations.

In addition to internal loads for people and lights include heat gain from equipment, such as //sterilizers,// X-ray, //washers, burners, ovens, and refrigerators//.

6.5.1.2 ENERGY CONSERVATION AND BUILDING ENVELOPE:

Energy conservation shall be emphasized in all aspects of building design. The buildings must meet the requirements of DOE regulations, 10 CFR Part 435, "Energy Conservation Voluntary Performance Standards for Commercial and Multi-Family High Rise Residential Buildings; Mandatory for New Federal Buildings." A copy can be requested from VA. These standards are mandatory for all new VA facilities. To demonstrate compliance with these regulations, it will be necessary for the A/E to provide the following information:

The A/E shall certify that the Building is designed to be in compliance with the applicable provisions outlined in the DOE regulations identified above. A blank copy of the required certificate is attached to this solicitation.

The building thermal envelope for new VA health care facilities shall be energy efficient to minimize the heat gain and loss due to conduction and solar radiation. The building envelope shall minimize the air leakage to and from the occupied spaces and shall also ensure condensation control.

Recommended "U" Values: The following represents the recommended "U" values of walls, roof and glass, and the Shading Coefficients (SCs) of glass for new construction. These values should be used to meet the overall Uo factor, for the building gross wall area, defined under the next paragraph.

Degree-Days	Wall "U"	Glass "U"/SC	Roof "U"	Floor "U"
3000 & Below	0.12	0.57/0.40	0.05	0.05
3001 to 5000	0.10	0.40/0.50	0.05	0.10
5001 & Above	0.07	0.35/0.33	0.03	0.08

The degree-days are based on the heating season when outdoor temperatures are below 65 degrees F, in accordance with ASHRAE Handbooks-Fundamentals and Systems.

The SCs of the glass windows are based on the intrinsic property of the glass material only, that is, without any assistance from the external shading devices, such as, venetian blinds and/or curtains.

Insulating glass with lower "U" value might be necessary to prevent condensation while maintaining the required 30 percent Relative Humidity (RH) in perimeter spaces with -25 degrees F outdoor design temperature and below.

The "U" values are expressed as BTUH/Hr-Ft² °F.

The "U" values are for floors of heated spaces over unheated areas, such as sub-basements (pipe basements), garages, crawl spaces, etc. The requirements of insulation for the slabs-on-grade for the heated spaces are shown under perimeter insulation.

Table below lists Recommended Overall "Uo" Factors for New Construction

Degree-Days	Uo (Overall)
3000 & Below	0.36
3001 to 5000	0.31
5001 & above	0.28
$U_o = \frac{U_w \times A_w + U_g \times A_g + U_d \times A_d}{A_o}$	
Uo = Overall Transmission Factor	
Ao = Overall Gross Wall Area	
Uw = Wall "U" factor	
Aw = Wall Area	
Ug = Glass "U" Factor	
Ag = Glass Area	
Ud = Door "U" Factor	
Ad = Door Area	

Recommended Perimeter Insulation

Degree-Days	Insulation Thickness
3000 & Below	1 inch
3001 & Above	2 inch
The insulation shall have "R" value (same units 1/"U") of 5.0	

//Existing Construction: The designer shall examine the existing building envelope and recommend the ways and means to improve its thermal efficiency. It is recognized that retrofitting the existing walls with new insulation is expensive; however, it should be evaluated if economically and technically feasible. The existing single pane windows shall, however, be replaced by insulating double pane windows ("U" Factor 0.5 & Shading Coefficient 0.5) as a part of the major renovation effort involving heating, mechanical cooling, and winter humidification.//

6.5.1.3 DESIGN FEATURES:

The following features shall be incorporated in the design.

Air conditioning systems shall be designed to operate below 48 degrees F outdoor temperature without refrigeration, unless such refrigeration is used effectively as a heat pump with overall energy savings.

Heat Recovery Devices: For all locations where the outdoor winter design temperatures are below 30 degrees F and the winter degree days are in excess of 3000, heat recovery devices, comprising of either air to air plate heat exchangers or glycol run around loop heat recovery coils, shall be installed in all 100 percent outdoor air systems with capacities in excess of 3000 CFM. The exhaust air systems, from which the heat is to be extracted, shall also have capacity in excess of 3000 CFM per exhaust fan, and shall be of continuously operating type. Controls for heat recovery system shall be designed to avoid defeating any "free cooling" (economizer cycle) operation. Controls shall also be designed to avoid overheating the outdoor air during mild or warm weather and prevent icing of the exhaust air coil below 32 Degrees F ambient air temperatures. Do not provide heat recovery systems in the following special exhausts:

- All Fume Hood Exhaust
- Isolation Room Exhaust

//Wet Exhaust from Cart Washers//

//ETO - Ethylene Oxide Sterilizers Exhaust//

Perimeter heating.

Energy Efficient Motors.

6.5.1.4 ESTIMATED ENERGY CONSUMPTION:

With the final design submission of construction documents phase, the Lessor shall estimate the energy consumption of the proposed new building(s) and provide a value in British Thermal Units (BTUs) per gross square foot (GSF) per year for each building.

The building(s) operation shall be simulated on the basis of actual mechanical/electrical systems design.

6.5.1.5 CLIMATIC CRITERIA:

The capacity calculations for the HVAC systems shall be based on the outdoor design conditions listed in latest ASHRAE Fundamentals Handbook. Use the following columns:

Summer: 0.4 percent design dry bulb and wet bulb

Winter: 99.6 percent design dry bulb

Wet bulb design temperature for cooling tower: 0.4 percent

Size pre-heat coils based on Annual Extreme Daily-Mean dry bulb temperature listed in Min. Column.

Editing Note: coordinate with Natural Disasters Non-structural Resistive Design in Paragraph 4.2.8.

//Provide emergency heat based on 99.6 percent design dry bulb temperature//

6.5.1.6 INDOOR DESIGN CONDITIONS:

Editing Note: delete spaces or functions not in the program. Adjust temperatures for area of country in which project is located.

The following table lists summer and winter indoor dry bulb and relative humidity design conditions.

Areas	Summer DB (F)	Summer Relative Humidity (%)	Winter DB (F)	Winter Relative Humidity (%)
Auditoriums	76	60	72	--
Bathrooms & Toilet Rooms	78	--	72	--
Blood Banks	72	50	72	30
Computer Rooms	70	40 (+5)	70	40 (+5)
CT Scanner	76	50	78	30
Dialysis Rooms	78	50	72	30
Dining Rooms	78	50	72	30
Dry Labs	78	50	72	30
Electrical Equipment Rooms	Ventilation Only		50	--
Elevator Machine Rooms, Hydraulic	94	--	50	--

Areas	Summer DB (F)	Summer Relative Humidity (%)	Winter DB (F)	Winter Relative Humidity (%)
Emergency Generator	110	--	40	--
Examination Rooms	75	50	78	30
Laboratories	75	50	72	30
Locker Rooms	78	50	72	30
Lounges	78	50	72	30
Mechanical Equipment Rooms (MERs)	Ventilation Only		50	--
Minor O.R.s (Trauma Rooms)	75	50	78	30
Motor Vehicle Maintenance/Storage	Ventilation Only		70	--
MRI Units	76	50	78	30
Offices, Conference Rooms	78	50	72	30
Pharmacy	72	50	72	30
Recovery Units	75	50	75	30
Smoking Area	78	50	72	30
SPECIAL PROCEDURE ROOMS*				
Bronchoscopy	73	50	78	30
Cardiac Catheterization	62-80	45-55	62-80	45-55
Colonoscopy/EGD	73	50	78	30
Cystoscopy	73	50	78	50
Endoscopy	73	50	78	30
Fluoroscopy	73	50	78	30
GI (Gastrointestinal)	73	50	78	30
Proctoscopy	73	50	78	30
Sigmoidoscopy	73	50	78	30
Supply Processing Distribution (SPD)	76	50	72	30
Ethylene Oxide (ETO) MERs	Ventilation only			
Telephone Equipment Rooms	65-75	40-60	65-75	40-60
Transformer Rooms	104	(Maximum)		
Treatment Rooms	75	50	78	30
Warehouses	Ventilation Only		60	--
Triage	75	50	78	3-

These are design conditions and not operating limits. All thermostats shall be adjustable between 60 to 85 degrees F.

The summer indoor design relative humidity shown in the Table above need not be maintained by any humidity control either at the air terminal units or at the air-handling units. These values merely represent the design reference points and, in actual practice, would vary due to the predetermined air quantities and fluctuations in the internal heat loads. However, the winter indoor design relative humidity shall be maintained by humidity control either at the air terminal units, or at the air handling unit or both.

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//Provide capability to maintain 85 degrees F in Dialysis and Chemotherapy rooms all year-round. //

All other areas, not specifically mentioned above but scheduled to be mechanically cooled and heated, shall have the summer indoor design conditions of 78 degrees F Db and 50 percent RH and winter indoor design conditions of 72 degrees F Db and 30 percent RH.

Depending upon the weather conditions, winter humidification may be deleted from upon a review and approval by VA.

Small electrical closets and telecommunications closets without the heat producing equipment, such as, transformers and electronic panels with data processing boards need not be heated, cooled or ventilated.

//If elevator machine rooms require lower indoor temperatures for proper functioning of the electronic equipment, mechanical cooling shall be investigated and provided, in accordance with the elevator manufacturer's recommendations.//

Small storage rooms, with areas less than 60 Sq Ft, also need not be heated, cooled or ventilated.

Bathrooms and toilets do not require individual room temperature control in cooling mode. However, a terminal heating device and the temperature control are required for exterior bathrooms/toilets.

6.5.1.7 SUPPLY AIR REQUIREMENTS:

The supply air volume shall be established to meet the cooling load requirements of the occupied space adjusted for special exhaust airflow requirements, outdoor air requirements, and space pressurization relationships.

Editing Note: edit to delete areas/spaces not in program.

The following table shall be used for minimum air changes/hour for the spaces or functions noted in the Table below. Air quantities could be more due to cooling loads or exhaust requirements of equipment or hoods.

Areas	Minimum Design Supply Air Changes/Hr	Constant Volume (CV) or Variable Air Volume (VAV)
Corridors	4	VAV
Dark Rooms	10	CV
Dialysis Rooms	6	CV
Dining Room	10	VAV
Examination Rooms	6	VAV
Laboratories	12	CV
Minor Operating Rooms (O.R.s) (Trauma Rooms)	12	CV
Recovery Rooms	8	CV
Special Procedure Rooms		
Bronchoscopy	12	CV
Cardiac Catheterization	15	CV
Colonoscopy/EGD	6	CV
Cystoscopy	15	CV
Endoscopy	6	CV
Fluoroscopy	6	CV

Areas	Minimum Design Supply Air Changes/Hr	Constant Volume (CV) or Variable Air Volume (VAV)
GI (Gastrointestinal)	10	CV
Proctoscopy	6	CV
Sigmoidoscopy	6	CV
Smoking Area	12 (Occupied) 6(Unoccupied)	CV with two settings
SPD		CV
Soiled Decontamination Area	10	CV
Clean Preparation Area	10	CV
Lockers, Toilets and Shower	10	CV
ETO Sterilizer/Aerator Room	10	CV
Equipment Wash Area	10	CV
Equipment Room	10	CV
Equipment Storage and Testing Room	4	CV
ETO Sterilizer Room	10	CV
General Storage Room	4	CV
Storage Areas	4	CV
Treatment Room	6	VAV
Waiting Room	6	CV
Triage	12	CV

The minimum supply air quantities for VAV systems shall not be less than the exhaust air requirements, if any.

The supply air quantity for the corridors could be greater than four air changes per hour if this air is to be used as make-up air for exhaust needs of the adjoining areas, such as Toilets, Janitor Closets, Soiled Utilities Rooms, Locker Rooms, etc.

6.5.1.8 OUTSIDE AIR REQUIREMENT:

100% outside air shall be supplied to the following areas/departments:

//Surgery Suites (including supply, processing and distribution)//

//Laboratories//

For other areas where the outdoor air requirement is less than 100% of the supply air, the minimum outside air shall be as per latest ASHRAE Standard 62, but not less than 15% of the supply air.

When an all air system is used, the outdoor air is mixed with the return air at the unit, and since the distribution of the supply air is done on the basis of the cooling load requirements, the spaces with greater cooling requirements will, receive more outdoor air. It is, therefore, very important that the outdoor air is evenly distributed to all the spaces and remain constant under all operating conditions.

6.5.1.9 MINIMUM EXHAUST AIR REQUIREMENTS:

Editing Note: edit to delete areas/spaces not in program.

Minimum exhaust air quantities, along with room pressure, for various areas are listed in the Table below. Exhaust air for some areas is based on air changes/hour.

Areas	Room Pressure	Exhaust Air Air Changes/Hr
Admitting and Waiting Areas	Negative	SA + 15 Percent of SA
Ambulance Entrance	Negative	10
Ante Rooms	See Standard Detail 15900-7 or 15900-7A	
Bathing Facilities and Bathrooms	Negative	10
Clean and Preparation Rooms (SPD Suites)	Positive	SA – 15 Percent of SA
Dark Rooms	Negative	SA + 15 Percent of SA
Dialysis	Positive	SA – 15 Percent OF SA
Examination Rooms (MRI Suites)	Equal	12
Flammable Storage	Negative	1.0 CFM/Sq Ft, 150 CFM Minimum
Gas Storage	Negative	1.0 CFM/Sq Ft, 150 CFM Minimum
Isolation Rooms (Negative Pressure)	See VA STD Detail 15900-7	SA + 15 Percent of SA
Janitor Closet (HAC)	Negative	10
Laboratories	Negative	SA + 15 Percent of SA
Locker Rooms	Negative	SA + 15 Percent
Minor Operating Rooms (O.R.s) (Trauma Rooms)	Positive	See sa-15 PERCENT OF sa
Oral Surgery and Treatment	Positive	SA – 15 Percent of SA
Recovery Rooms	Positive	SA – 15 Percent of SA
Smoking Area	Negative	12
Special Procedure Rooms		
Bronchoscopy	Negative	SA + 15 Percent of SA
Cardiac Catheterization	Positive	SA – 15 Percent of SA
Colonoscopy/EGD	Negative	SA + 15 Percent of SA
Cystoscopy	Positive	SA – 15 Percent of SA
Endoscopy	Negative	SA + 15 Percent of SA
Fluoroscopy	Negative	SA + 15 Percent of SA
GI (Gastrointestinal)	Negative	SA + 15 Percent of SA
Proctoscopy	Negative	SA + 15 Percent of SA
Sigmoidoscopy	Negative	SA + 15 Percent of SA
Storage Rooms (Soiled or Dirty)	Negative	SA + 15 Percent of SA
Toilets	Negative	10
Treatment Room (Bronchoscopy)	Negative	SA + 15 Percent of SA
Trash Collection Areas	Negative	10
Vestibules	Positive	SA – 15 Percent of SA
Waiting Rooms	Negative	SA + 15 Percent of SA
Triage	Negative	SA + 15 Percent of SA

The supply air quantity for locker rooms shall be the larger of the two values calculated either to meet the cooling load requirements, or the exhaust air requirements, associated with their integral bathrooms and toilets.

In the absence of any specified supply air change/hour, the exhaust air shall be calculated from the following considerations, and the maximum value, thus, derived, shall be used:

- Space Heat Gain
- Equipment Exhaust Requirements
- Applicable Codes
- 15 percent of the supply air

Individual toilets and HACs do not require ducted supply air. Use air transferred from the occupied spaces via door grilles and/or undercuts, to exhaust these areas. Do not transfer more than 150 CFM of air per door undercut.

Public toilets do require ducted supply air up to 8.5 air changes per hour maximum. The balance air should be drawn from the corridors to maintain negative pressure and to ensure exhaust of 10 air changes per hour.

6.5.1.10 NOISE CRITERIA:

Editing Note: edit to delete areas/spaces not in program.

Noise levels shall be as follows:

Area	Maximum NC
Examination Room, Endoscopy and Bronchoscopy	35
Audio Suites, Audio Speech Pathology	35
Phono/Cardiology	35
Conference	35
Operating Rooms (Major and Minor)	35
Offices, Small Private	40
Offices, Large Open	35
Pharmacy	40
Lobbies, Waiting Areas	35
Treatment	40
Corridors, Nurse Stations	40
Bathrooms, Toilets	40
Laboratories	45
SPD, Dining, Food Service/Serving	45
Therapeutic Pools	45
X-Rays and General Work Rooms	40
All Other Occupied Areas	35-40

Sound level of operating equipment, such as fans, chillers. Cooling towers, etc., must be considered in the design of HVAC systems. Use sound attenuators, if required. No sound lining shall be provided in the ductwork. Provide only factory fabricated sound attenuators for noise control.

Cooling Towers:

Select and locate cooling towers to avoid problems with aesthetics, noise, vibrations, air recirculation or drift. The cooling tower must be placed in a location than cannot be directly viewed from the street or main entrance, preferably near the loading dock. Consider provisions for security. The lessor shall provide a noise analysis of the proposed cooling tower relative to adjacent occupancies. If the cooling tower fails to meet the noise levels of 60 dba at 50 feet distance, the following options shall be evaluated:

Select a different type of cooling tower

Select a different location for the cooling tower

Use acoustical treatments until the 60 dba noise requirement is met.

6.5.1.11 VIBRATION CRITERIA:

Equipment vibration provisions shall comply with the latest ASHRAE Handbook Applications.

6.5.2 HVAC EQUIPMENT SIZING CRITERIA:

6.5.2.1 AIR HANDLING EQUIPMENT:

To compensate for the duct air leakage and any future space internal heat gain, the equipment must be sized in accordance with the following guidelines:

Load Calculations: Heat gain calculations must be done in accordance with the procedure outlined in the latest ASHRAE Handbook of Fundamentals. The calculations performed either manually or with a computer program shall not include any built-in safety factors.

The calculated supply air shall be the sum of all individual peak room air quantities without any diversity, even for the variable air volume systems.

Safety Margin: A safety factor of 5 percent shall be applied to the calculated room air quantity to allow for any future increase in the room internal load.

6.5.2.2 DUCT AIR LEAKAGE:

The leakage of the air through the supply air distribution ductwork shall be computed on the basis of the method described in the SMACNA Air Duct Leakage Test Manual. The maximum leakage amount shall not exceed 4% of the adjusted supply air volume at 2 inches water gage pressure.

6.5.2.3 REFRIGERATION EQUIPMENT SIZING:

The capacity of the refrigeration system including accessories shall be based on the sum of the total cooling requirements of all connected air handling units. No additional safety factors should be required.

6.5.2.4 PIPE SIZING CRITERIA:

Pipe sizing shall be based on "Cameron Hydraulic Data" with C=100 for open systems and C=150 for closed systems. For closed systems, the limited maximum pressure drop shall be 4.0 feet of water per 100 equivalent feet of piping. Additionally, the pipe velocity is limited to 4.0 feet per second in occupied areas and 8.0 feet per second in piping over 1-1/4 inches in diameter. For open systems, the maximum pressure drop is limited to 4.0 feet of water per 100 feet of installed pipe. The maximum velocity for an open system is 10 feet per second.

6.5.2.5 DUCT SIZING CRITERIA:

Duct systems shall be designed in accordance with the general rules outlined in the latest ASHRAE Guide and Data Books, SMACNA Manuals and Design Guide Section of the Associated Air Balance Council Manual.

Supply duct system, with total external static pressure 2 inches and larger, shall be designed for a maximum duct velocity of 2500 fpm for duct mains and a maximum static pressure of 0.25 inch of water gage per 100 ft. Static pressure loss and regain shall be considered in calculating the duct sizes. Size supply branch ducts for a maximum duct velocity of 1500 fpm.

All other duct systems such as return and exhaust, including branch ducts, shall be designed for a maximum velocity of 1500 fpm for the duct mains and a maximum static pressure of 0.10 inch of water gage per 100 ft, with the minimum duct area of 48 sq in, that is, 8 in x 6 in size.

Flexible duct connections at air terminal units, if used, shall be in accordance with VA standard detail 15840-30.

6.5.3 TEMPERATURE CONTROL CRITERIA:

Except for small HVAC systems or factory-packaged systems, the automatic control systems shall be Direct Digital Controls (DDC) type with pneumatic, electric or electronic operators. Final selection of the type of controls shall be confirmed with VA before proceeding with complete design of automatic temperature control system.

The Lessor shall provide complete flow and control diagrams for air, water, glycol, and steam systems and the sequence of operation for all HVAC systems and sub-systems. The diagrams shall show complete operating description including starting, interlocks, part load operation, smoke control features, volumetric controls, alarms, and emergency or power failure associated with operation of HVAC systems.

Temperature //and humidity// controls may be electronic //, electric (small jobs only),// or pneumatic //, except that pneumatic or electronic control shall be required for the operating suites//. //Each humidistat for an operating room shall directly control a terminal humidifier through high limit controller.//

Air compressors for pneumatic control systems shall be arranged to operate automatically with emergency generator power in the event of utility power failure. Sizing of the air compressor is the responsibility of the control system manufacturer based on a 1/3 on 2/3 off run time basis as outlined in the specification.

Control wiring and tubing shall be concealed. Use of wire mold will not be acceptable.

Mount room thermostats at 5 feet above the finished floor.

6.5.3.1 ROOM TEMPERATURE CONTROL:

All perimeter rooms shall have individual temperature control. As many as four small interior rooms of similar function and load may be grouped into one zone. Laboratories and other spaces, in which the supply air volume is based on special air requirements, shall also have individual temperature control.

Editing Note: Include following paragraph if size and complexity of the HVAC systems justifies an EEC. At a minimum, VA wants the HVAC monitoring software installed on a VA computer, set up for VA system parameters, and a modem for the computer to dial into the system.

//6.5.3.2 ENGINEERING CONTROL CENTER (ECC):

Provide a complete Direct Digital Control (DDC) system with complete workstation consisting of a computer, monitor, keyboard, and printer.//

6.5.4 SMOKE AND FIRE CONTROL:

The HVAC systems shall be designed to meet the requirements of the National Fire Protection Association codes, NFPA 45, 72, 90A, 99, and 101, and the additional provisions outlined in this section. The Lessor shall comply with local building codes that contain provisions in excess of these requirements.

The subdivision of the building spaces into smoke zones shall conform to NFPA 101.

6.5.5 HVAC SYSTEMS SELECTION REQUIREMENTS:

6.5.5.1 ALL AIR SYSTEMS:

Use only all air VAV systems except for spaces requiring constant air changes/hour, and/or critical pressure differentials with respect to the adjoining spaces. Use constant volume system for such spaces.

6.5.5.2 No DX cooling systems shall be allowed. Chilled Water Systems shall be used. Minimum two chillers shall be provided. Chillers shall be identical in size and design.

6.5.5.3 RETURN AIR FANS:

All air-handling units using return air shall be furnished with return air fans for economizer cycle capability and pressure relationship and to facilitate positive control of air balance.

6.5.5.4 DUCTED RETURN/EXHAUST REQUIREMENTS:

Return and exhaust air shall be ducted for all spaces, i.e., air shall not be taken through ceiling plenums, mechanical equipment rooms, corridors or furred spaces. Circulation of air directly between functional areas is not permitted, except for toilet rooms and janitor closets. The exhaust air to the toilet should be transferred via door undercuts or louvers. Transfer grilles are not permitted between corridor and occupied spaces.

Editing Note: edit to delete areas/spaces not in program.

6.5.5.5 DEDICATED AIR HANDLING UNITS:

The following areas shall have dedicated air handling units complete with return and/or exhaust air fans.

- Computer Room A/C Units (for equipment cooling only)
- Dental Clinics
- Emergency Care Units (Part of Ambulatory Care Unit)
- Laboratories
- Magnetic Resonance Imaging (MRIs) or CT Scanner Units

Editing Note: edit to delete areas/spaces not in program.

6.5.5.6 EXCEPTIONS/MODIFICATIONS TO DEDICATED AIR HANDLING UNITS:

The areas and functions listed below may (or may not) have dedicated air-handling units. Depending upon their architectural layouts and similarity of the HVAC requirements, these areas can be grouped together to be served by a common air-handling unit.

- Ambulatory Care and Outpatient Examination/Treatment Rooms
- Clinics and other special areas, such as:
 - Audiology Suites
 - Special Procedure Rooms
 - ENT Clinics
 - Eye Clinics
 - Pharmacy (Outpatient)
 - Pulmonary Areas

Administration, Offices, and assorted areas, such as:

- Medical Records
- Security Offices
- Therapy Areas
- Vending Areas
- Volunteers

6.5.5.7 AIR HANDLING UNITS:

Provide draw-through type air handling units. All air-handling units comprised of coils, fans, filters, etc. shall be of double wall construction. These units shall be factory-fabricated. Air handling units and similar equipment shall be housed in a mechanical equipment room or in a mechanical penthouse building. Penthouse type of fully weatherized roof top unites constructed in standard section of modules would be acceptable in lieu of mechanical equipment rooms or mechanical penthouse.

6.5.5.8 AIR FILTERS:

Filter Efficiencies shall comply with test method specified by ASHRAE standard 52.1 and MERV values based on ASHRAE standard 52.2.

Editing Note: edit to delete areas/spaces not in program.

Filter Efficiencies (percent) for all Air systems

Area Served	Pre-filters		After-filters	
	Efficiency	MERV	Efficiency	MERV
Administrative areas, conference rooms, and lobbies	15	4	60	11
Dental Clinics	30	7	85	13
Dialysis Rooms	30	7	85	13
Emergency Care Units (Ambulatory Care}	30	7	85	13
Heat recovery Units (In exhaust air on upstream side of the coil)	30	7	-	-
Laboratories, supply system	30	7	85	13
MRI, CT Scanners	30	7	85	13
Operating Rooms, and Trauma rooms	30	7	95	14
Medical Media	30	7	85	13
Make-up units for lab hood	30	7	-	-
Patient care such as examination, and treatment areas.	30	7	85	13
Pharmacy	30	7	85	13
Radiology	30	7	85	13
Special Procedure Rooms	30	7	85	13
SPD	30	7	85	13
Warehouses	30	7	-	-

Editing Note: in areas where little reheat is required, edit text to provide reheat coils controlled by silicone controlled rectifiers (SCR). In other areas, where gas is available reheat shall be by hot water terminal reheat.

6.5.5.9 VARIABLE AIR VOLUME (VAV) SYSTEMS:

VAV systems shall be single duct with hot water terminal reheat. The terminal units shall be pressure-independent with factory set, but field adjustable, maximum and minimum air volumes settings.

Editing Note: edit to delete areas/spaces not in program.

6.5.5.10 VENTILATING SYSTEMS:

Provide ventilation in the following areas where mechanical cooling may not be required but heating may be.

OCCUPIED AREAS

Storage Facilities

Warehouses

UNOCCUPIED AREAS (WITHOUT HEAT PRODUCING EQUIPMENT)

Electrical Equipment Rooms

Mechanical Equipment Rooms

Telecommunications Closets

Editing Note: edit general and special exhaust to delete areas/spaces not in program.

6.5.6 EXHAUST SYSTEMS:

6.5.6.1 GENERAL EXHAUST SYSTEMS:

The exhaust systems shall be conventional, low pressure, low velocity type serving toilets, day rooms, janitor closets, //canopy type (A, B, and C) hoods, // soiled utility rooms, //dark rooms, // trash rooms, // etc. The exhaust systems shall also include areas with 100 percent exhaust of the supply air, such as //surgical suites, SPD, // //and laboratories (less special fume hoods)//.

In general, each supply air system shall have a corresponding general exhaust system to comply with outdoor air requirements. The exhaust system may or may not be interlocked with supply air system. It shall shut down when supply air system shuts down during unoccupied hours to conserve energy, except exhaust fans shall continue to run when smoke is detected in the areas served by these fans.

6.5.6.2 SPECIAL EXHAUST SYSTEMS:

The special exhaust system includes dedicated exhaust systems for critical areas, such as laboratories. Each dedicated exhaust system shall have its own exhaust fan and ductwork. It shall not be connected to the general building exhaust system or another exhaust system.

To be in compliance with NFPA 90A, ducts connected to the special exhaust systems noted below are hazardous and shall not be housed in the same shaft carrying environmental supply, return, and exhaust ducts.

Laboratory Hood Exhaust Systems

ETO-Ethylene Oxide Sterilizers Exhaust Systems

Ortho/Prosthetic Laboratory Exhaust

//Battery Charging Rooms//

Ducts carrying make-up air connected to special exhaust systems may be installed in the same shaft with environmental supply and/or return ducts.

Exhaust fans shall be located close to the discharge air to maintain a negative air pressure in the exhaust ductwork inside the building.

The fume hoods and biological safety cabinets for Laboratory //and Pharmacy// Service require dedicated exhaust systems. Design exhaust systems based on the hood characteristics. The ventilation system for the fume hood exhaust shall conform to the OSHA (Occupational Safety and Health Act), Regulation 29 CFR, Part 1910. The exhaust shall be continuously monitored and an alarm system (local audible and visible alarm, and an alarm at the central engineering control center (ECC), if any, shall be provided for each fume hood and biological safety cabinet.

The exhaust fans shall be selected to operate at low tip speed (approximately at half the maximum permissible tip speed) and maximum static efficiency. Provide fan selection data on a performance curve. Ensure that the fan discharge is directed vertically upward and the discharge velocity of 4,000 fpm is maintained. Keep air velocity through the exhaust ducts within the ASHRAE recommended range of 1000 to 1200 fpm. Select backward inclined or forward curved blade fans. Perform sound analysis for each exhaust fan and provide sound attenuation, if required. Use prefabricated sound attenuators or lined ductwork. To ensure design airflow, a pressure independent, factory-set, field-adjustable, automatic airflow control shall be provided for each fume hood and a biological safety cabinet.

Editing Note: Review and edit for type(s) of hoods and safety cabinets necessary to meet program requirements.

Hood types shall be as defined in VA Master Construction Specification//s 11604 Biohazard Safety Cabinets and// 11610 Laboratory Fume Hoods.

//Provide a dedicated exhaust system for each Radioisotope hood. Provide a HEPA filter in exhaust air duct prior to discharge at or above the highest point of the building.//

Provide a dedicated exhaust system to serve not more than four general purpose fume hoods. "Conventional" or "by-pass" type hoods use all room air as the make-up air for exhaust. "Auxiliary air" type hoods use 60 percent auxiliary make-up air directly ducted to the hoods and remaining 40 percent air comes from the room for their exhaust needs.

Provide a dedicated exhaust system for each Type B1, B2 & B3 safety cabinets. A biological safety cabinet protects the researcher, and in some configurations, the research materials as well. Biological safety cabinets are sometimes called safety cabinets, ventilated safety cabinets, and glove boxes. These safety cabinets are categorized into three classes and six groups. The National Sanitation Foundation (NSF), Standard 49, has divided the Biological Safety Cabinets (BSCs) into Class I, II, and III Cabinets. Class II Cabinets are of four different types, namely A, B1, B2, and B3. These hoods are available in two sizes (nominal): 4 ft and 6 ft. Class II offers personal, product, and environmental protection compared to the limited protection offered by Class I and are, therefore, more in use. Class III Cabinets are rarely used. All Class II Cabinets require HEPA filters for the downflow and exhaust air system.

Provide a dedicated exhaust system for each B1 or B2 hood, i.e. each hood must have its own independent exhaust fan and duct work. The ductwork shall be stainless steel or optional PVC coated galvanized steel.

Provide a dedicated exhaust system for each Type B1, B2 & B3 safety cabinets.

//Perchloric Acid Hoods require dedicated exhaust systems with the following specific requirements: Ductwork shall be stainless steel (type 316) welded construction. Fan shall be acid resistant metallic or metallic covered with inorganic (polyurethane) coating, and explosion proof motor. Ductwork shall be short, straight, with minimum horizontal runs, manifolds, and sharp turns. The exhaust duct shall terminate by

using a vertical discharge which shall extend well above the roof eddy zone. Coordinate cold-water make-up connections and electrical power requirements for heat tracing with other trades for the wash down cycle.//

//Provide a dedicated exhaust system to ventilate ETO sterilizer equipment, mechanical chase, floor drains, deaeration units, and cylinder storage area. The exhaust system shall be separate from the general exhaust system serving SPD area. ETO exhaust systems shall comply with state and local code requirements.//

Editing Note: edit following paragraphs to suit project requirements.

6.5.7 HVAC REQUIREMENTS FOR SPECIAL AREAS:

6.5.7.1 AMBULATORY CARE - EVALUATION AND EMERGENCY AREA:

Provide a dedicated HVAC system to serve the evaluation and emergency areas, including Minor Operating Rooms (O.R.s).

MINOR O.R. (TRAUMA ROOM)

Discuss with the medical center the need for full operating room HVAC requirements. The HVAC systems for the Minor O.R.s (Trauma Rooms) shall have the following features:

Constant volume air supply for O.R.s.

The remaining spaces of the emergency suite can have variable air volume supply

100 percent exhaust of the supply air

Individual room temperature control

Individual room humidity control is not required

Conventional overhead supply and exhaust air distribution.

Special air distribution, specified for the conventional (major) O.R.s, is not required

Maintain positive pressure in O.R.

6.5.7.2 AUDIOLOGY SOUND SUITES:

Provide a dedicated air terminal unit, (constant volume or variable air volume) with reheat coil, to serve the examination and control rooms. Locate the room thermostat in the control room.

Supply at least 100 CFM in each room. With a variable air volume system, the reduction in air volume shall be limited to 25 percent of the design airflow.

In the absence of the building HVAC supply air systems, investigate the possibility of using pre-fabricated, engineered, ventilation system supplied by the sound suites manufacturers.

Editing Note: following paragraph applies to clinics with a dedicated room for a CT scanner. Delete if mobile unit will be used. See Paragraph 5.2.10.1

6.5.7.3 //CT SCANNER// //RESERVED//:

//The CT scanner has a function similar to the MRI unit, both being full body topography units. The CT is, however, less sophisticated compared to the MRI.

HVAC equipment serving CT scanner area shall be on emergency power.

Environmental Unit: Provide a dedicated air-handling unit to serve the CT Suite. The capacity of the air-handling unit shall be based on the actual internal heat gain (equipment load, occupancy, and light load) and indoor design conditions per the CT unit manufacturer. Coordinate the lead lining, if needed for the HVAC ductwork, with the architect and the equipment manufacturer. The air-handling unit should shut down during unoccupied hours.

Computer Unit: An air-handling unit shall be provided for the cooling of CT Scanner and the associated computer room. The unit capacity and specific requirements shall be established in consultation with the equipment manufacturer.

Air-cooled chiller: Provide an air-cooled chiller for the environment and computer units. Also, connect these two units with central chilled water system as a back up.//

Editing Note: Provide estimate of heat load from VA furnished equipment.

6.5.7.4 //COMPUTER ROOMS // // RESERVED//:

//The HVAC system shall be a free standing, factory-packaged, A/C unit specially designed for computer rooms. The capacity of the unit shall be based on the projected heat gain (equipment load, occupancy, and light load) and specified indoor design conditions. Base computer room air conditioning load on room requirements and actual values of ADP equipment to be installed. Where possible, install UPS equipment in a separate room adjacent to the computer room. Install a separate air conditioning unit in the UPS room. Base air conditioning requirements for power conditioning unit or UPS equipment on total equipment heat loss values.

[Insert projected equipment loads].

HVAC equipment serving computer rooms shall be on emergency power.

Provide a minimum of one "back-up" air conditioning unit in the computer room. All units should be of equal capacity.

Use underfloor space as an air distribution plenum. Provide 18 inches clear space for new buildings and a minimum of 12 inches clear space for existing buildings. Coordinate this requirement with the architect.

Provide a water detection system with an alarm device to detect moisture in the plenum below the raised deck.

Provide the following features in the design of HVAC system:

Automatic controls with alarm warning when 65 percent maximum relative humidity under the floor is reached.

Built-in redundancy by use of multiple refrigeration circuits or multiple air-handling units

Downflow to feed underfloor air distribution system

Noise level NC 35//

6.5.7.5 LABORATORIES:

//Orthotic Laboratories

Coordinate ventilation requirements with the equipment layout shown on the conceptual drawings. The number and type of exhaust systems will depend upon the size and function of the equipment used in the laboratory. The following systems are to be provided:

General Exhaust: Provide an exhaust air duct connection from the Infra Red Curing Oven. The oven is equipped with an integral blower. The blower picks environmental air to discharge into the general exhaust duct. Provide an air gap between the blower discharge duct and the general exhaust duct. This oven is a VA furnished and VA installed item.

Special Exhaust: Provide a dedicated exhaust system to remove toxic chemical fumes, generated by plastics and resins, over the plastics work area table. The work area table shall be provided with a canopy hood (Type A, B, or C). The exhaust air quantity shall be based on 50 to 100 fpm face velocity over the hood area. The ductwork shall be of corrosion resistant material or stainless steel. The fan shall be of spark-proof construction material with explosion proof motor. The exhaust air shall be discharged at the highest point above the building. Special exhaust fans shall be on emergency power.

Welding Exhaust: For welding area, provide a pre-fabricated, engineered exhaust system complete with special air inlets, flexible ductwork, solid sheet metal ductwork, exhaust fan, etc., to make a complete system. The size and capacity of the welding system depends upon the extent of welding activity, the number and locations of the special air inlets and special requirements, if any, of the medical center.//

Editing Note: following paragraph applies to clinics with a dedicated room for a MRI unit. Delete if mobile unit will be used. See Paragraph 5.2.10.1

6.5.7.6 //MAGNETIC RESONANCE IMAGING (MRI) UNITS// // RESERVED//:

HVAC requirements for the MRI suite vary widely with the capacity and make of the imaging unit. Information pertaining to indoor design conditions, internal heat gain, and shielding against Radio Frequency (RF) and EMI (Electro-Magnetic Interference) shall be obtained from the equipment manufacturer during design development phase of the design project.

Environmental Units: Provide a dedicated air-handling unit to serve the examination room and other spaces associated with the MRI suite. Depending upon the specific needs of various spaces, conditioned air shall be supplied by either constant or variable air volume terminal units serving as temperature control zones. Comply with the following guidelines:

Provide an automatic emergency 100 percent exhaust system in the gantry room to remove helium gas during an accidental spill. The minimum capacity of the exhaust system shall be 12 air changes per hour or 1200 CFM. The gas shall be discharged at the highest point in the building. The oxygen sensors shall activate the exhaust system when the level of oxygen drops below a predetermined level. It is usually 18 percent.

Provide separate vents to remove helium gas produced during boil-off and quench of the magnet. While the boil-off is a normal venting phenomenon, the quench occurs when a super conductive magnet becomes resistive. Coordinate sizes of HVAC equipment, including pressure drops with the magnet manufacturer. Helium liquid turns into gas and tends to occupy enormously high volume.

The air distribution ductwork shall be constructed of either PVC or aluminum to maintain the integrity of the magnetic field.

6.5.7.6.1 Computer Cooling Units:

This unit is required for the High-field system only. The specific requirements are:

The air supply outlets shall be located at the floor level with the air directed toward the cabinet inlets. The return air inlets shall be located at the ceiling level, above the cabinets, and near equipment exhaust.

The physical location of the cooling unit should be coordinated with the magnetic field line and should be away from the 10 gauss (unit for magnetic field intensity) line.

The supply air entering the computer room shall be at 65 degrees F dry-bulb temperature and 60 percent RH maximum.

6.5.7.6.2 MRI Cooling Units:

To cool the MRI and control equipment, dedicated, closed-loop water-cooling equipment shall be provided. The equipment shall be comprised of a dedicated air-cooled chiller, circulating pump, and interconnecting piping.

The pH level, total solid content, total hardness, and alkalinity of the circulating water shall be within the limits prescribed by the equipment manufacturer.

The limits of the inlet water temperature, pressure drop through the equipment, and maximum inlet water pressure shall be in accordance with the equipment manufacturer's recommendations.

The water piping design shall meet the "Radio Frequency" requirements. The piping laid in walls and chases shall be provided with clearly marked and identified access doors for servicing valves and other piping specialties.

While the environmental and computer air handling units shall be connected to the building central chilled water system, for back-up, the capacity of the dedicated air-cooled water chiller shall also include the cooling loads of the environmental air handling unit and computer room cooling unit. The selection of the leaving chilled water temperature shall, therefore, be such that the requirements of entering water temperature to the water cooled equipment and the supply air temperatures of the air cooling units are simultaneously satisfied.

6.5.7.6.3 Alarms:

Ambient Temperature Alarm: Provide a high temperature alarm local and at the ECC, if available, for the temperature sensor. The sensor is to be located near the top rear of the computer cabinets. The sensor will be supplied by the MRI equipment manufacturer.

Water Alarm: Provide water sensor alarms (local and the ECC, if available) on the raised deck and under the raised flooring. It shall close and sound the alarm upon detection of moisture water supply to the equipment.

6.5.7.6.4 Gas Storage:

The storage rooms housing helium and nitrogen cylinders shall be ventilated in accordance with the criteria in NFPA 30, Flammable and Combustible Liquids Code, and NFPA 45, Fire Protection for Laboratories Using Chemicals.

//

6.6 PLUMBING:

6.6.1 WATER DISTRIBUTION SYSTEMS:

Size the piping for the hot and cold water systems not to exceed the maximum velocity allowed by the National Standard Plumbing Code. Provide necessary water hammer arrestors in accordance with ASSE 1010 for sealed wall installations without an access panel. Size and locate arrestors per Plumbing Drainage Institute (PDI) requirements.

Provide wall hydrants a maximum of 200 feet apart, at loading docks and at building entrances, with a minimum of one wall hydrant on each exterior wall.

Maintain a minimum pressure of 35 psi at the plumbing fixtures on top floor.

Provide solenoid valve on cold water supply to the dental utility junction centers with control switch located in the reception area.

6.6.2 DOMESTIC HOT WATER SYSTEMS:

Entire Building: Provide gas or electric storage type water heaters with the capacity of generating the flow demand at 140 degrees F with each heater sized to supply 75% of demand. However, the heater discharge temperature shall be set at 130 degrees F. Provide a water temperature alarm system on heater discharge, or where water enters the piping system. Temperature limit stop of type T/P combination temperature and pressure balancing valves shall be set at 105 degrees F at shower head. Use recirculating system.

//Hydrotherapy Equipment: Provide simplex shell and steam coil booster heater to generate 140 degrees F at point of use. //

Size the hot water supply and return lines by the heat loss method as outlined in the ASHRAE GUIDE AND DATA BOOK, not to exceed 10 degrees F heat loss. Dead ends shall be limited to 20 feet.

Provide combination shut-off and balancing valves in the hot water return circulating lines.

6.6.3 DRINKING WATER EQUIPMENT:

Provide wall hung, self-contained, electric, wheelchair accessible, water coolers. Provide hi-low units in areas where only one unit is provided.

6.6.4 SANITARY AND STORM DRAINAGE SYSTEM:

Design sanitary waste and vent systems in accordance with Plumbing Code. Design storm drainage from roofs based on local storm duration in accordance with the Plumbing Code. Provide an adequate number of sanitary and storm connections from the building.

//Kitchen waste shall be provided with a grease removal system.//

Provide chemical-resistant pipe for all waste and vent piping serving laboratory fixtures and photographic developing equipment. Chemical drainage shall pass through an acid neutralizing tank before connecting to the building sanitary drainage system. Install chemical-resistant vent pipe independently through the roof.

6.6.5 INTERIOR FUEL GAS SYSTEM:

Design in accordance with NFPA 54.

Editing Note: Delete systems/components not necessary for project program.

6.6.6 MEDICAL GAS AND VACUUM SYSTEMS:

Central Supply Systems: Design and construct medical gas and vacuum systems to deliver the following pressures at the points of use:

Oxygen//, nitrous oxide// and medical air: 50 psi. In designing oxygen systems with adult ventilators, size the piping system based on the instantaneous demand based on 7 scfm for each ventilator from the outlet back to the source.

Nitrogen: 210 psi.

Medical vacuum: 15 inches Hg.

Size medical compressed air system to provide 100 psi discharge from compressor to dryers.

In sizing the vacuum system, increase the cubic feet per minute (cfm) load by 25 percent to accommodate future system expansion. Include waste anesthetic gas disposal system terminal inlets and piping in appropriate projects; connect to the medical vacuum system above the corridor ceiling after the valve box.

Editing Note: Include following if required for ambulatory surgery.

//If an anesthetic and respiratory analysis system (such as SARA) is to be included in the project, and, if so, provide two one inch conduits from each ceiling column assembly to above corridor ceiling.//

Place a source shut-off valve for each medical gas and vacuum system at the immediate outlet (or inlet, in the case of vacuum) of the source of supply, so that the entire supply source, including all accessory equipment, can be isolated from the entire pipeline system.

Provide sufficiently sized and properly constructed storage space for the gas cylinders with manifold systems. Primary and reserve banks are required for cylinder gas sources.

The medical air compressors and medical vacuum pumps shall serve the medical air and medical vacuum systems only. Air compressors shall be a type that provides "Medical Compressed Air", as defined by NFPA 99.

Locate compressors and pumps in a clean, relatively cool environment (i.e., not with steam equipment, not to exceed 100 degrees F ambient temperature). Locate equipment in an area where it can be monitored regularly.

Locate the medical air compressor system intake outdoors above roof level, at least 25 feet [may be more depending upon prevailing wind direction and velocity] from any building opening or other intake, and where no contamination from engine exhausts, fuel storage vents, vacuum system discharges, particulate matter or odor of any type is anticipated. Air that is already filtered for ventilation system use is an acceptable source of air for medical air compressors. Combined intakes must be sized for no restriction while flowing maximum intake possible, and provided with an isolation valve at the header for each compressor served.

Combine discharge from each medical vacuum pump into one discharge pipe, sized for no restriction while flowing maximum discharge possible, and provide an isolation valve at the header for each pump served. Exhaust discharge at the highest point of the building, above and at least 25 feet horizontally (may be more depending upon prevailing wind direction and velocity) from any intake, door, window, louvered or ventilating opening of the building.

Editing Note: Delete systems/components not necessary for project program.

6.6.7 MEDICAL GAS AND VACUUM PIPING SYSTEMS:

Design and construct pressure piping systems not to exceed 5 psi loss from source to point of use. Design vacuum piping systems not to exceed 3 inches Hg from source to point of use.

Provide main line supply line with a shut-off valve. Locate valve as to be accessible by authorized personnel only and be located downstream of the source valve and outside of the source room, enclosure, or where the main valve enters the building. Identify this valve. A main line valve is not required when the source shut-off valve is accessible within the building.

Each branch or riser supplied from the main line shall have an in-line shut-off valve adjacent to the main. Each branch supplied from a riser shall have an in-line shut-off valve adjacent to the riser. Conceal in-line shut-off valves (e.g., above ceiling with ceiling tag, or in a locked equipment room), and make provision to lock them open.

Editing Note: Include following if required for ambulatory surgery.

//

Provide a zone valve, in a cabinet with other medical gas zone valves, for all anesthetizing locations and branches serving station outlets and inlets in conformance with NFPA 99. Provide additional service valves above ceiling to subdivide areas for maintenance.

Combine anesthesia evacuation piping with the medical vacuum system piping above ceiling and after zone valve.

//

Except for nitrogen systems, medical gas station outlets and vacuum station inlets in new buildings shall be quick coupler type. Where building alterations or additions occur, station outlets and inlets shall be compatible with those of the existing building, without the use of secondary adapters.

All nitrogen station outlets are required to be DISS type, and shall be with nitrogen control panel (NCP) within the room being served.

Editing Note: coordinate with Schedule B.

Locations of piped medical gas station outlets and vacuum station inlets are indicated in Schedule B.

//Provide protective pipe enclosure for exterior oxygen line. Burial depth shall be a minimum two feet below grade.//

Editing Note: Include following if required for ambulatory surgery.

//

Coordinate the requirement for the use of adult ventilators in the Operating Rooms and Recovery Area with VA. Design and construct the oxygen and medical air systems to accommodate the ventilators.

//

Oxygen System: Minimum design flow rate for any pipe section is 7 scfm.

Vacuum System: Minimum design flow rate for any pipe section is 3 scfm.

Medical Air System: Minimum design flow rate for any pipe section is 7 scfm.

6.6.8 MEDICAL GAS AND VACUUM ALARMS:

To insure continuous responsible observation, two master system alarms, in separate warning locations, are required for each medical gas and vacuum system.

The primary warning location shall be located to assure continuous surveillance during the working hours of the facility. Suitable warning locations may include central reception area, urgent care nurse station, bio-

med staff area, telephone switchboard, security office or other continuously staffed location. Coordinate both master alarm panel locations with the user facility and the other design services. Include an area alarm for each system at the nurses station in all areas where medical gas and vacuum station outlets and inlets are installed.

6.6.9 PLUMBING FIXTURE SCHEDULES:

Water supply fixture units and minimum fixture outlet pipe sizes shall be per UPC Table 6.4, latest edition. Drainage fixture unit values and minimum size trap and trap arm shall be derived by referring to UPC Table 7.3 for Drainage Fixture Unit.

6.6.10 FLOOR DRAIN SCHEDULE:

Editing Note: delete rooms or areas not required in project.

Floor drains shall be located per the attached schedule.

LOCATION	Type	Size (in)	Sewer	Remarks
Dietetic Areas:				
Vending Machine Room	S	3	S	
Film Processing Areas:*				
Cardiac Cath. Dark Room	T	2	S	At XP-6 w/full flow thru funnel
Processing Unit	T	3	S	W/full flow thru funnel
Roll Processing	T	2	S	
Chemical Storage Sump	X	2	S	
*When WSF flooring is used, provide Type "F" epoxy coated w/full flow funnel.				
Clinic Areas:				
Bldg. Management/Storage	D	3	S	
Cysto Room	L/S	3	S	At Foot of Table
Hydrotherapy Area (stainless steel)	C	2	S	Adjacent to Tub
Ice Machine	M	2	S	
Laboratory	F	3	S	
Shower, Double	C/D	3	S	
Shower, Single	C/D	2	S	
SPD Sterilizers	R/S	4	S	
Trash Collection Room	D	3	S	
Washer Sterilizers	R	4	S	2" hole in grate
Mechanical Equipment Areas:				
Compressor Room	B	3	S	Modify with Funnel
Fan Room	B	3	S/ST	With 1/2 grate

LOCATION	Type	Size (in)	Sewer	Remarks
Machine Room	B	3	S/ST	
Mechanical Equipment Room	B	4	S	With 1/2 grate when adjacent to equipment
Water Softener	R	4	S	
Miscellaneous Areas:				
Finished Walk Areaway	B	4	ST	
Window Well Areaway	B	3	ST	

Legend for Floor Drain Table:

S = Sanitary Sewer

ST = Storm Sewer

CI = Cast Iron

NB = Nickel Bronze

Types:

M-NB Funnel Strainer

B-CI W/NB Grate

C-Finished Areas

D-Latex Mastic Floors/Thin Set Tile

E-12" CI W/Sediment Bucket

F-Seamless Vinyl Floors

G-Porcelain Enamel Interior w/NB

Frame and Grate

L-Flushing Rim

H-12" x 6" deep CI

N-NB Extended Rim

O-12") Square

P-12" Square w/Grate

R-8" Square

S-12" Square w/Grate

T-CRP w/Funnel

V-CI w/Funnel

X-CRP

Y-9" CI W/Sediment Bucket

NOTES:

1. Floor drains for general floor drainage are located by architectural drawings. Use Type "C" in finished areas.
2. Connect cooling tower drain, overflow and blowdown to sanitary sewer.
3. Provide hub at floor level for ethylene oxide sterilizer fitting. Caulk fitting tight in hub.
4. Provide trap primer for all drains not receiving a direct discharge.

6.6.11 BASE AND VIBRATION ISOLATORS:

Provide equipment base and vibration isolators based on the latest ASHRAE Handbook HVAC Applications.

Editing Note: include following paragraph(s) if required by program. Edit to suit project requirements.

6.6.12 //CLINICAL LABORATORY GAS AND VACUUM SYSTEMS// //RESERVED//:

//

Design and construct laboratory compressed air, laboratory vacuum, natural gas and miscellaneous laboratory cylinder gas systems in accordance with current editions of NFPA 54 and 99, VA Master Construction Specification 15488 and the following:

6.6.12.1 CENTRAL SUPPLY SYSTEMS:

Provide minimum 100 psi laboratory air at the compressor discharge. Run 100 psi air to a storage room (or other non-working or unfinished space) in the laboratory area being served. Valve and cap the 100 psi air line for future connection. Tee off the 100 psi line and locate a pressure regulating valve to reduce the air pressure to 50 psi. Run 50 psi air to all outlets in laboratory hoods and benches.

If laboratory equipment being purchased by the outpatient clinic is known, and items have requirements for higher air pressures, provide additional tee, regulator, and piping to that equipment at the required pressure.

Natural gas, and manifolded laboratory gas system pressures shall be determined on a project basis.

Design and construct laboratory vacuum systems to deliver 15 inches Hg at the point of use.

Provide a source shut-off valve for each laboratory gas and vacuum system at the immediate outlet (or inlet, in the case of vacuum) of the source of supply, so that the entire supply source, including all accessory equipment, can be isolated from the entire pipeline system.

In facilities where manifolded laboratory gases occur, provide adequately sized and properly constructed storage space is provided for the gas cylinders. Provide both primary and reserve banks for cylinder gas sources.

Laboratory air compressors and vacuum pumps shall serve the laboratory air and vacuum systems only.

Locate laboratory air compressors and vacuum pumps in a clean, relatively cool environment, i.e., not with steam equipment, exceeding 100 degrees F ambient temperature. Locate equipment in an area where it can be easily monitored regularly.

Laboratory air compressors and vacuum pumps shall be multiplexed with single receivers. Compressors and pumps shall be sized such that 100 percent of the design load is carried with the largest single unit out of service. Provide three valve bypass at receiver.

Laboratory air compressors shall be a type that provides "Medical Compressed Air", as defined by NFPA 99.

Provide air dryers, filters and pressure regulators for the laboratory air system in duplex, each sized for 100 percent of the load using duplex twin tower desiccant dryers. Include continuous dewpoint monitoring downstream of the regulator and carbon monoxide monitoring with sample connections on the discharge piping after the filters and regulators. Locate monitors adjacent to the control panel or integral with control panel.

Locate the laboratory air compressor system intake outdoors above roof level, at least 25 feet from any building opening or other intake, and where no contamination from engine exhausts, fuel storage vents, vacuum system discharges, particulate matter or odor of any type is anticipated. Separation distance may need to be increased, depending upon prevailing wind direction and velocity. Air that is already filtered for ventilation system use is an acceptable source for laboratory air compressors. Combined intakes must be sized for no restriction while flowing maximum intake possible, and provided with an isolation valve at the header for each compressor served.

Combine discharge from each laboratory vacuum pump into one discharge pipe, sized for no restriction while flowing maximum discharge possible, and provide an isolation valve at the header for each pump served. Exhaust discharge at the highest point of the building, above and at least 25 feet horizontally (may be more depending upon prevailing wind direction and velocity) from any door, window, louvered or ventilating opening of the building.

6.6.12.2 PIPING SYSTEMS:

Design and construct natural gas piping systems in accordance with NFPA 54. Design and construct other pressure piping systems not to exceed 5 psi loss from source to point of use. Design and construct vacuum piping systems not to exceed 3 inches Hg from source to point of use.

Provide main line supply line with a shut-off valve. Locate valve so as to be accessible by authorized personnel only and located downstream of the source valve and outside of the source room, enclosure, or where the main valve enters the building. Identify this valve. A main line valve is not required when the source shut-off valve is accessible within the building.

Each branch and riser supplied from the main line shall have an in-line shut-off valve adjacent to the main. Each branch supplied from a riser shall have an in-line shut-off valve adjacent to the riser. Conceal in-line shut-off valves, e.g. above ceiling with ceiling tag, or in a locked equipment room. Comply with applicable codes and standards for concealed valves of flammable gases.

Provide a zone valve in a cabinet with other laboratory gas zone valves for branches serving laboratory gas outlets. Locate separate natural gas zone valve cabinets adjacent to other laboratory gas zone valve cabinets. Provide additional service valves above ceiling to subdivide areas for maintenance.

Laboratory gas outlets and vacuum inlets shall be standard needle valves.

Editing Note: Indicate locations of outlets and inlets on plans or diagrams as appropriate. Refer to VA Program Guide 7610, Equipment Guide List for additional information.

Locations of piped laboratory gas outlets and vacuum inlets are indicated on Conceptual Plans (see Part X) //Design Plates// .

Provide emergency natural gas solenoid valve for each laboratory area. Locate emergency shut-off switch adjacent to exit.

6.6.12.3 ALARMS:

To insure continuous responsible observation, two master system alarms, in separate warning locations, are required for each laboratory gas and vacuum system.

The primary warning location shall be located to assure continuous surveillance during the working hours of the facility. Suitable warning locations may include central reception area, urgent care nurse station, bio-med staff area, telephone switchboard, security office or other continuously staffed location. Coordinate both master alarm panel locations with the user facility and the other design services.

Provide the following on the plumbing drawings:

Low voltage wiring and pressure switches or sensors associated with master alarm signals and panels (on floor plans).

Low voltage wiring diagram associated with master alarm signals and panels.

Tubing runs and/or communication cable from the sensor location to area alarm panels (on floor plans and laboratory gas and vacuum system diagrams).

//

Editing Note: edit to suit project requirements.

6.6.13 //ORAL EVACUATION SYSTEMS// //RESERVED//:

//

Design and construct oral evacuation system in accordance with VA Master Construction Specification 15489 and the following:

Locate HVE system outlets in floor-mounted utility junction centers. A UJC (utility junction center) is a grouping of specific utilities brought to a designated location in each dental operatory to provide convenient points of connection to the dental operating unit equipment which will be furnished by VA. A single 2 inch diameter wall outlet shall be provided in each recovery room.

6.6.13.1 AIRFLOW AND VACUUM REQUIREMENTS:

Provide air flow of 15 cubic feet per minute (cfm) at each UJC.

Provide air flow of 20 cfm at wall outlet in recovery rooms.

System shall develop and maintain a vacuum of 8 inches of mercury.

Provide a vacuum relief valve at the end of each trunk line.

Editing Note: Edit following paragraphs to reflect type(s) of units to be provided.

6.6.13.2 HVE SYSTEM:

//Provide automatic alternating duplex vacuum producers, installed in parallel, turbine-type, each capable of carrying 70 percent of the design load. Locate remote from dental facilities at an elevation lower than UJCs. Gardner-Denver-Lamson Inc., or equal. //

//Provide duplex high efficiency continuous duty, positive displacement or sealed rotary vane pumps with automatic continuous oil flow to all moving parts. System shall be RAMVAC or equal.//

Combine exhausts into a common pipe sized for one vacuum producer. Discharge exhaust pipe to outdoors above roof of portion of building in which located. Do not discharge within a 10 foot radius of any door, window, air intake or ventilating opening.

Increase air flow demand as follows to compensate for friction losses:

<u>UJC</u>	Percent Increase
9 to 20	10
21 to 44	15

Select vacuum producer as follows:

SCFM @ 8 inches of Mercury	Hp
165	7.5
220	10
350	15
475	20
600	25

Install separator ahead of each vacuum producer. Quantity and size shall be as follows:

UJC	Quantity	Size gallon
6	2	20 each
7-10	2	40 each
11 and above	2	80 each

Provide solenoid valve on the cold water supply to the Utility Junction Centers in the dental area.
//

Editing Note: edit to suit project requirements.

6.6.14 //DENTAL COMPRESSED AIR SYSTEMS// //RESERVED//:

//

Design and construct central piped dental compressed air distribution system in accordance with current editions of NFPA 99, Compressed Gas Association Standards, Specification 15481 (see Part VI), and the following:

Dental compressed air systems and equipment shall be completely independent of the medical and laboratory air systems and equipment.

6.6.14.1 CENTRAL SUPPLY SYSTEM:

Verify with VA Contracting Officer the pressure requirement for Dental Clinic and provide the appropriate system.

Dental air compressors shall be designed and fabricated specially to produce 175 psi // 125 psi //air with a single stage, without excess noise and vibration. The system shall be capable of producing //Grade H // Grade D // air, as defined by Compressed Gas Association Standard G-7.1.

Dental air compressors shall be // multiplex // duplex // tripled // with a single receiver. Size compressors such that 100 percent of the design load is carried with the largest single unit out of service.

Include // primary // and // secondary // air dryers, filters, pressure regulators, and continuous line dew point and carbon monoxide monitoring, all with valve bypass.

Locate compressors in a clean, relatively cool environment, i.e., not with boilers or heat-producing equipment, not to exceed 100 degrees F ambient temperature. Locate equipment in an area where it can be easily monitored regularly by qualified personnel.

Provide a source shut-off valve at the immediate outlet of the source regulator, so that the entire supply source, including all accessory equipment, can be isolated from the entire pipeline system.

Locate the dental air compressor system intake outdoors above roof level, at least 25 feet from any building opening or other intake, and where no contamination from engine exhausts, fuel storage vents, vacuum system discharges, particulate matter or odor of any type is anticipated. Separation distance may need to be increased, depending upon prevailing wind direction and velocity. Air that is already filtered for ventilation system use is an acceptable source of air for dental air compressors. Combined intakes must be sized for no restriction while flowing maximum intake possible, and provided with an isolation valve at the header for each compressor served.

6.6.14.2 PIPING SYSTEMS:

Design and construct pressure system to deliver a regulated // 140 psi // 100 psi // and not to exceed 5 psi loss from source to point of use.

Provide 1/2 inch riser for each utility junction center (UJC) in the dental treatment rooms. Connect riser to branch or main line.

Each branch riser supplied from the main line shall have an in-line shut-off valve adjacent to the main. Conceal in-line shut-off valves, e.g., above ceiling with ceiling tag or in a locked equipment room.

To minimize piping, locate multiple air pressure regulators in or near the dental suite as required.

Editing Note: Identify location for dental outlets in SFO documents.

Locations of piped dental air outlets are indicated in conceptual plans (Part X) or Special Equipment List, Schedule B.

Supply cold water to the dental junction boxes through solenoid control valve. Locate the control panel in the //secretary's office// //[]//.

Provide emergency gas solenoid valve on gas line to the treatment rooms and laboratory areas.

6.6.14.3 SYSTEM SIZING:

Air volume and pressure requirements, and simultaneous use factors are as follows:

A.	AREA & EQUIP.	VOLUME scfm	PRESSURE psi
1.	Exam and general treatment operatory		
a.	Needle valve wall outlet	0.25	50
b.	Utility Junction Center (UJC)	3	140 100
2.	Hygiene UJC	3	140 100
3.	Oral Surgery		
a.	DISS outlet to surgical handpiece	10	140 100
b.	UJC	3	140 100
4.	X-ray Needle valve to x-ray chair base	0.25	50
5.	Prosthetics laboratory		
a.	Needle valve in benches & casework	0.25	50
b.	Quick coupler for lab blowgun	0.25	50
c.	Quick coupler for lab handpiece	3	50

A. AREA & EQUIP.		VOLUME scfm	PRESSURE psi
6.	Threaded valve for shellblaster or sandblaster	10	140 100
7.	Threaded valve for microblaster	3	140 100

B. NUMBER OF OUTLETS, REQUIRING		PERCENT SIMULTANEOUS
1.	3 and 10 SCFM	
a.	1 through 3	100
b.	4 through 6	90
c.	7 through 9	80
d.	10 through 12	70
e.	13 through 16	60
f.	17 and over	50
2.	0.25 SCFM	
a.	1 through 5	40
b.	6 through 10	30
c.	11 through 19	20
d.	20 and over	10

//

Editing Note: Include following paragraph if engineering shops or prosthetics labs are in project.

6.6.15 //SHOP COMPRESSED AIR SYSTEMS// //RESERVED//:

//Shop air systems shall not be cross connected or used for instrument air (HVAC control air). Provide simplex air compressor to serve equipment and a minimum of one outlet on each wall in shop areas. Interior outlets shall be no farther apart than 25 feet.//

6.6.16 //WATER TREATMENT SYSTEMS// // RESERVED//:

//When required based on water analysis, provide water softening and/or de-alkalizing systems for building.

Editing Note: Include water softening system if total hardness exceeds criteria listed below.

6.6.16.1 WATER SOFTENING SYSTEM:

6.6.16.1.1 Softeners

Design vertical, pressure type, sodium cycle water softeners to comply with the following and VA Master Construction Specification 15455. Regeneration shall occur no more than once per day. Provide bypass.

Provide softening equipment for entire outpatient clinic when total hardness exceeds 170 mg/L (ppm) as CaCO3. Blend equipment effluent to a hardness of approximately 50 mg/L.

6.6.16.1.2 Salt Storage

When softened water is needed for the entire outpatient clinic, design outdoor storage facilities. Ensure total capacity is large enough to accommodate 2 to 3 months supply of salt. Locate the salt storage facility adjacent to a service road, and preferably adjacent to the softener room.

When soft water is required for dietetic or boiler use, designate interior floor space for 400 pounds of salt near softeners.

Editing Note: Include following paragraphs only if water analysis indicates need to treat boiler (including steam sterilizer) make-up water..

6.6.16.2 DEALKALIZING EQUIPMENT

As water analysis dictates, design a single chloride-anion pressure-type water dealkalizing tank for boiler feed-water make-up to follow water softening equipment. Provide softwater bypass. System shall comply with VA Master Construction Specification 15456 and the following:

6.6.16.2.1 Dealkalizer Tank

Shall provide 30 gallons per minute maximum flow rate with a capacity of 10,000 gallons per day to reduce alkalinity to 20 mg/l.

6.6.16.2.2 Brine and Caustic Soda Tanks

Design a separate measuring tank of sufficient size to furnish amount of saturated salt and caustic soda solution required for one regeneration. Caustic soda shall be approximately 10 percent by weight of total solution. Designate interior floor space for caustic storage.

6.6.16.2.3 Alarm Bell

Locate regeneration alarm bell in //Engineering Control center// Telephone Operators' Location//Police Office//Reception Desk,

6.6.16.2.4 Emergency Equipment

Provide emergency shower and eye/face wash (P-707) adjacent to equipment.
//

6.7 ELECTRICAL:

The lessor shall provide all the necessary electrical facilities for the project. The work will include, but is not limited to, new electric utility source connections, secondary power distribution, essential electrical systems, lighting systems, receptacles and power connections for all equipment, telephone, data, nurse call, fire alarm, other required signal systems, and lightning protection.

The lessor shall be responsible for meeting the applicable requirements of applicable codes and standards. All codes, regulations and standards used as a basis of design shall be the latest editions, including amendments. This SFO contains some, but not all, of the criteria pertinent to the design of electrical systems for VA Outpatient Clinics. Unless otherwise indicated, the standards and codes of the following organizations shall be followed:

National Fire Protection Association (NFPA). Particular attention to NFPA 20, 70, 70B, 72, 99, 101 and 110.

Underwriters' Laboratories, Inc. (UL).

Institute of Electrical and Electronic Engineers (IEEE).

National Electrical Manufacturers Association (NEMA).

American National Standards Institute (ANSI).

American Society for Testing Materials (ASTM).

Illuminating Engineering Society of North America (IESNA).

Joint Commission on Accreditation of Healthcare Organizations (JCAHO), Manual of Hospital Accreditation Environment of Care Guidelines and Standards

National Cable TV Association (NCTA), Recommended Practices for Measurements on Cable TV Systems

Society of Cable Telecommunications Engineers (SCTE), Installer Certification Manual for Television (TV) Coaxial Cable Installations

Telecommunications Industry Association and Electronic Alliance Standards Association (EIA/TIA) 568 and/or 569A, Communications Cabling Circuits and Equipment

The building shall be inspected for compliance with the NEC and local codes by the local authority having jurisdiction. A certificate of compliance shall be furnished to VA.

All electrical equipment shall be U.L. approved.

All wiring shall be copper, minimum conductor size #12 AWG except that fire alarm and control systems may use #14 AWG. Install all wiring for all building electrical and signal systems in conduit/raceway systems.

The rules and regulations of the local electric company shall be followed where applicable. The designer shall investigate potential rebates, etc., offered by the local electric company for the use of energy saving devices.

6.7.1 CALCULATIONS:

The Engineer shall submit the following calculations to VA: short circuit calculations, load calculations, generator-set sizing calculations, voltage drop calculations, zonal cavity lighting calculations and seismic bracing calculations.

VA reserves the right to request additional calculations to suit the project.

6.7.2 ELECTRICAL DISTRIBUTION EQUIPMENT:

Provide electrical distribution equipment sized to accommodate the NEC calculated load. The service entrance bus and main device shall be sized to accommodate 25% future load, and shall contain associated fully-bussed overcurrent device mounting space.

6.7.2.1 ELECTRICAL ROOMS:

6.7.2.1.1 Definition

An electrical room is an area located within a building or structure which contains secondary distribution equipment with related panelboards or any combination of these. (See also VA PG-18-3, Topic 8, "ELECTRICAL AND TELECOMMUNICATIONS CLOSETS AND COMPUTER ROOMS.")

6.7.2.1.2 Construction

Any pipe or duct system foreign to the electrical installation shall not enter or pass through an Electrical Room. The Engineer shall ensure that foreign piping such as water pipes, steam pipes, medical gas pipes, soil pipes, sanitary drains, storm drains, A/C ducts and other unrelated systems are not installed in or pass through the Electrical Room. Sprinkler piping serving only the Electrical Room shall not be considered

foreign to the electrical installation; however, it shall not pass thru the room and serve other areas. Electrical Rooms shall not be located beneath laboratories, toilets, showers, or other areas where water service is provided.

6.7.2.1.3 Transformer and Switchboard

The utility transformer shall be located outdoors, as close as possible to the electrical room containing the service entrance switchboard.

The service entrance switchboard, and other associated electrical equipment, shall be located in a main electrical room.

6.7.2.2 BRANCH CIRCUIT DISTRIBUTION AND WIRING DEVICES:

Receptacle Types: shall generally be NEMA 5-20 polarized type which accept attachment plugs having separate grounding prongs. Safety receptacles, isolated ground receptacles, weatherproof receptacles, ground fault interrupter receptacles or other special purpose receptacles shall be provided as required. All receptacles shall be Underwriters Laboratories listed "Hospital Grade" where available in the size, type and configuration required.

6.7.2.2.1 Receptacle Locations (General):

Duplex floor or wall electrical receptacles shall be provided in a ratio of one (1) for every 50 occupiable square feet of space or one (1) per wall, whichever is greater. Duplex floor receptacles in rooms over 400 sq. ft. shall be provided on the basis of one (1) per twelve (12) linear feet of wall surface. Dedicated duplex or special receptacles are to be provided for selected pieces of equipment such as refrigerators. Workstations with personal computers are to be provided with quadruplex receptacles for the personal computer (PC), monitor and printer. Where laser printers are to be used, provide a separate receptacle on a separate circuit for these units. Duplex receptacles shall be provided in toilets, corridors, and dispensing areas for maintenance purposes. Receptacles are to be circuited separately from the lighting. Receptacles shall be circuited based upon the load on expected equipment items, in addition to the NEC requirements for the maximum quantity of receptacles on a single circuit. In no case shall more than nine (9) receptacles be connected to a single circuit. Receptacle circuits serving medical or computer equipment shall contain dedicated neutral conductors. General-use receptacle circuits may share a neutral between no more than three (3) circuits.

6.7.2.2.2 Circuits:

Branch circuits serving a given patient bed location shall be fed from not more than one normal branch circuit distribution panel. When required, branch circuits serving a given patient bed location shall be permitted to be fed from more than one emergency branch circuit distribution panel.

6.7.2.2.3 Patient Care Areas:

The number of receptacles shall be determined by the intended use of the patient care area. There shall be sufficient receptacles located so as to avoid the need for extension cords or multiple outlet adapters.

6.7.2.2.4 Exterior Receptacles:

Provide exterior weatherproof GFI receptacles at appropriate locations such as follows:

- Major entrances to buildings.
- Courtyards and enclosed (or partially enclosed) areas.
- Loading docks.
- Major mechanical and service equipment enclosures.

The length measured by a 50 foot extension cord shall be used to determine the number of receptacles required.

6.7.2.2.5 Waiting, Lounge, and Lobby Areas:

Provide safety type receptacles, minimum one every eight linear feet.

6.7.2.2.6 Illuminated Emergency Receptacles:

Emergency electrical receptacles shall be of the self-illuminated type when located in rooms where none of the general lighting fixtures are on emergency power.

6.7.2.2.7 Corridors:

Provide receptacles on a dedicated circuit for cleaning machines. The receptacles shall be no more than 75 feet apart.

6.7.2.2.8 Offices and Administrative Areas:

Provide receptacles with spacing not to exceed 10 linear feet as measured around the floor line, excluding doorways. All linear wall space 5 feet and longer shall have at least one receptacle. A 120-volt quadruple receptacle or two receptacles shall be provided for each secretarial and clerical desk.

6.7.2.2.9 TV Power Receptacles:

Provide a receptacle in conjunction with each TV receiver receptacle.

6.7.2.2.10 Electrical Closets:

Provide a receptacle with its centerline located 40 inches above the finished floor adjacent to the room door.

6.7.2.2.11 Telecommunication Closets:

Provide a quadruple receptacle with its centerline located 18 inches above the finished floor at the center of rear wall below plywood backboard. Provide a quadruple receptacle with its centerline located 40 inches above the floor near a wall corner.

6.7.2.2.12 Ground Fault Interrupter Receptacles:

Ground fault interrupter type receptacles shall be installed where required by NFPA 70 (National Electrical Code). Also provide GFI receptacles at all lavatory-mirror locations in patient bedrooms and toilets and for all receptacles within 3 feet of a sink or lavatory. Provide GFI receptacles for all exterior locations.

6.7.2.2.13 Emergency Power Receptacles:

The bodies of all receptacles connected to an emergency circuit shall be red in color. Wall plates for these receptacles shall also be red with the word "emergency" engraved in 1/4-inch white letters on the plate.

6.7.2.2.14 Kitchens:

Provide a separate locking type attachment plug and receptacle for each piece of equipment.

6.7.3 GROUNDING:

Grounding: Provide an equipment-grounding conductor with each circuit.

Editing Note: Type 3 system is required as a minimum for all clinics, but additional requirements of this solicitation may expand the scope and size of the emergency electrical system in addition to the Type 3 requirements.

6.7.4 ESSENTIAL ELECTRICAL SYSTEM:

The Essential Electrical System shall comply with the Type 3 system as defined in NFPA 99. Refer to Paragraph 4.2.8 "National Disasters Non-Structural Resistive Design" In this solicitation for additional requirements for operation under emergency conditions. Refer to other sections of this solicitation for optional standby loads to be powered from the essential electrical system, in addition to the Type 3 system loads and the loads which may be required for operations under emergency conditions.

Refer the VA Electrical Design Manual, Chapter 4 and the VA Master Specifications, Sections 16208 and 16251 for additional requirements for the design and construction of engine generators and transfer switches.

6.7.4.1 TYPE 3 LOADS:

The Type 3 Essential Electrical System shall supply power for the task illumination and limited power service that is related to the safety of life and that is necessary for the safe cessation of procedures in progress.

6.7.4.2 ALTERNATE SOURCE OF POWER (TYPE 3):

The alternate source of power for Type 3 loads system shall either be a generator, battery system or self-contained battery integral with the equipment. Other requirements of this solicitation may fix the requirement of a diesel-fueled generator or generators. Refer to the alternate source of power shall be separate and independent of the normal source and shall have a capacity to sustain its connected loads for a minimum of 1½ hours after loss of the normal source. In the event of a failure of the normal power source, the alternate source of power shall be automatically connected to the load within 10 seconds.

Editing Note: Include following for Type 1 system if the program for the clinic includes critical care areas or life support equipment.

//

6.7.4.3 CRITICAL CARE / LIFE SUPPORT:

If electrical life support equipment is required or critical care areas are present in the facility, the essential electrical system shall comply with the Type 1 system as defined in NFPA 99. If a Type 1 system is required, connect the functions/items listed below to the essential electrical system.

6.7.4.3.1 Emergency System:

The emergency system shall consist of two separate branches--The Life Safety Branch and Critical Branch, which shall provide power to the selected functions listed in NFPA 70 and 99.

//In addition to the preceding requirements, connect the following items, which are "above code" requirements, to the Critical Branch.

Editing Note: See list of typical items in *Electrical Design Manual* dmelhosp.doc at <http://www.va.gov/facmgt/standard/manuals.asp> Select items to suit project requirements and insert here.

[_____]
//

6.7.4.3.2 Equipment System:

It shall supply power to major electrical equipment, necessary for patient care, listed in NFPA 70 and 99.

//In addition to the above equipment, connect the following items identified below, which are "above code" requirements, to the Equipment Branch. See also other sections of this solicitation.

Editing Note: See list of typical items in *Electrical Design Manual dmelhosp.doc* at <http://www.va.gov/facmgt/standard/manuals.asp> Select items to suit project requirements and insert here.

[_____]
//

6.7.5 LIGHTING:

This article covers the lighting requirements for VA facilities. Use IESNA Handbook 9th Edition standards for lighting situations that are not covered by this article. Whenever deviations from VA's Standards and/or Design Guides occur, the Engineer shall make recommendations applicable to that specific project. Request approval from VA for the implementation of any new or improved lighting products and/or systems that are energy efficient or result in cost savings.

Interior illumination levels shall be designed based on the Table 6.7.5 below.

Editing Note: Edit following table. Delete rooms or functions not included in project.

Design Illumination Level Table 6.7.5	
Area Description	Lighting Level (FC) *
Agent Cashier	70
Airlock (Ante Room)	30
Ambulatory Care	
Amb. Surgery 'OR'	200 a
Consultation	50
Examination/Treatment	50-100 b, c
General	30
Multipurpose Examination	50-100 b, c
Screening Proctoscopy And Sigmoidoscopy	70
Security Examination	50-100 b, d
Audiometry Room And Test Alcove	50
Aural Rehabilitation/Speech Pathology Therapy	70 b
Bathroom	30 e
Blood Specimen Collection	50
Boiler Room	10; Burner Platforms 20
Canteen	
Retail Storage And Receiving	20
Retail Store	50; Display 100
Vending Machine Area	20
Cardiac Procedure/Catheterization	100 f, c
Cardiopulmonary Rehabilitation Ctr.	50
Cart Storage	10

Design Illumination Level Table 6.7.5	
Area Description	Lighting Level (FC) *
Cast Room	50
Clean Linen	10
Clean Utility/Supplies	20
Closets	
Electrical	10
General	10
Housekeeping Aids	10
Housekeeping Aids(Surgery)	20
Linen	10
Plaster And Splint	30
Signal	10
Telephone	10
Clothing Change	20
Conference/Classroom	70 g, c
Conference Room	50 g, c
Consultation	50
Consultation/Medication/Chart	70
Consultation, Viewing And Teaching	50 g
Control Rooms	
Control Booth/Alcove(X-Ray)	10
Control Station (Surgery Suite)	70
Corridors	
Dental Suite	50
Laboratories	30
Surgical Suite	30
Cystoscopic Room(Non-Surgery)	
General	70 c; Table Surgery Light-g
Darkroom: Developing, Printing And Enlarging	0-10 g, h
Decontamination	30
Dental Suite	
Darkroom	0-50 g
Dental Office	70
Dental Residents And Trainees Study/Conference Room	30-70 b
Examination, Hygiene And General Treatment Operatories	150 i
Instrument Preparation And Sterilization	150
Oral Surgery	150 i
Patient Interview	50
Preventive Dentistry	70 i
Prosthetic Laboratory	5 i; Local, 150 i; Impressions 200
Recovery	70 i
Supply Room	50
X-Ray Area	150 i
Dialysis Center	

Design Illumination Level Table 6.7.5	
Area Description	Lighting Level (FC) *
Bedroom (Multi Bed)	20
Local Over Bed	70 b
Local Over Arm	300 g
Over Head Of Bed	30
Dialysate Preparation	70
Dialysis Training(See Bedroom Above)	
Equipment Service Area Soiled/Clean	70
Equipment Service Area Storage	30
Final Water Treatment	30
Dressing/Recovery	30 c
Dressing Room	10
Dressing/Toilet	30 e
Ear, Nose And Throat Clinic(Ent)	
Audiometry Room And Test Alcove	50
Examination And Treatment	20-50 b
Sterilization,Preparations And Storage	50
Electrocardiographic (ECG)	
General	15 j
Machine	30
Electroencephalographic(EEG)	
Eeg Instrument And Workroom	70 b
Examination	5-50 b
Physicians Reading	70
Preparation	50
Electromyographic(EMG)	30 i
Elevators	20
Emergency Generator	30
Endoscopy	
Upper And Lower Gl	70 g, c
Workroom	70
Engineering Control Center	30-50 b
Entrance (Exterior)	5
Equipment Storage	20
Examination And Treatment	50-100 b, c, k
Examination/Consultation	50-100 b, c
Exits (At Floor Level)	5
Eye Clinic	
Examination And Treatment	20-50 b
Refraction Area	20 h
Surgery	200 e
Visual Field/Darkroom Adaptation	0-50 g
Film Processing	30; Local 0-10 g
Flammable Or Toxic Storage	15
Gas Storage	15
Health Records Storage	30

Design Illumination Level Table 6.7.5	
Area Description	Lighting Level (FC) *
Inactive Records Storage	20
Information Counter	50
Interview/Consultation	30
Interview-Examination	70
Kitchenette/Multipurpose	30-50 b
Laboratories; General	50
Bench And Table Top Lighting	100
Loading Dock	20
Lobby/Foyer	Day 50 l; Night, 20 l
Locker Rooms	20
Mail Room And Distribution Center	70
Mail Room/Unit	50
Maintenance/Shops(See Shops)	
Medical And General Storage (See Storeroom)	50; Table
Medication And Treatment	100 b, c
Offices; General	70
Oxygen Storage	20
Parking Garage	
Entrance; Day	50 l; Night, Day 10 l
General Parking And Pedestrian Areas	5
Traffic Lanes	10
Pharmacy	
Controlled Substances Vault And Secured Dispensing	70
Drug Receiving	70
Drug Utilization Review	70
Extemporaneous Compounding	100
Extemporaneous Repackaging	50
Filing And Assembly	100
Hemodialysis (Storage)	30
Intravenous Admixture And Aseptic Transfer	100
Medication Assignment	70
Medication Preparation Areas	70
Poison Control Storage	30
Prepackaging	100
Prescription Receiving	70
Phono- Cardiography	30; Machine 50
Plaster And Splint Closet	30
Prefabricated Sound Suite-Control Room	0-30 f
Radiology Suite	
Automated Room (Rapido)	30; Incand. 0-10 f
Barium Preparation	70
Central Silver Collection Area	30
Computerized Axial Tomography(CT)	30; Incand. 0-10 f
Control Booth/Alcove	10
Darkroom 0-10d	

Design Illumination Level Table 6.7.5	
Area Description	Lighting Level (FC) *
Dedicated Chest Room	30; Incand. 0-10 f
Examination Room/Area	50
Film Library	50
Film Storage Undeveloped	10-30 b
Processing Area	50
Scrub Room	70
Special Procedures	
Fluorescent	0-50 b
Incandescent	0-10 f
Ultrasound	50; Incand. 0-10 g
Viewing Room Common	20h
X-Ray Rooms	30; Incand. 0-10 f
Receiving And Cleaning	30; Benches, Tables, etc., 70
Receiving And Issue Area	30
Receiving And Shipping Dock	20
Reception And Waiting	30
Shower	20
Specimen Toilet	30 e
Soiled Utility/SPD Cart	10
Stairways	20
Storerooms	
Fine	50
Medium	20
Bulky	10
Stretcher And Wheelchair Storage	10
Stretcher Waiting Space	20
Switchgear	20
Telephone Equipment	20
Telephone Switchboard	50

Notes For Table 6.7.5

- a. Fluorescent lamps shall be of the color improved type, and shall essentially match the color temperature of the surgical light(s).
- b. Vary illumination levels by conventional on off switches.
- c. Fluorescent lamps shall be of the deluxe color improved type.
- d. Control bed lighting individually.
- e. Footcandle value is for general illumination. Provide supplemental lighting for mirrors and close inspections.
- f. Light dimming shall be in accordance with specific project requirements.
- g. Vary illumination levels by dimmer control devices.
- h. Lux (footcandle) value is for general illumination. Provide additional localized lighting as required.

- i. Provide illumination by fluorescent lamps producing light between *Commission Internationale de L'Eclairage* chromatic indexes 90 and 100. Base design on the lower lumen ratings of these lamps.
- j. Provide indirect illumination.
- k. See exceptions under specific clinics.
- l. Control day and night illumination levels by conventional on-off switches.

6.7.5.1 LIGHT SOURCES:

Incandescent: The use of incandescent lamps, unless specifically required or approved, is prohibited. Use fluorescent and compact fluorescent lamps in lieu of incandescent light sources for general illumination.

High Intensity Discharge (HID): Utilize metal halide HID sources for large interior utility spaces having relatively high ceilings or where maintenance is difficult (i.e., Boiler Rooms and Mechanical Equipment Rooms.) High pressure sodium is preferable where color is not an important factor, such as for exterior and parking lot lighting.

Fluorescent: Use fluorescent lamps as the principal interior lighting source. Utilize F32T8 32 W (watts) rapid start, fluorescent lamps with a color temperature of 3500 degrees K, a color rendering index (CIE) not less than 75 and an initial 3050 lm (lumen) minimum output, except color-corrected lamps having a color rendering index (CIE) of 90 or above and correlated color temperature between 5000 degrees K and 6000 degrees K in the following areas:

- Over the beds in Recovery Rooms
- Surgery Rooms (color shall match that of the O.R. light)
- Dental Rooms (Examination, Oral Hygiene, Oral Surgery, Recovery, Labs, Treatment and X-ray)
- In other areas where special lighting may be required, follow the latest illumination levels list.

Ballasts: Electronic high-frequency type ballasts shall be used for all fluorescent lighting in all areas except Animal Research Spaces, Libraries (within a 20 ft. sphere from the book detectors) or any other areas as specifically directed. These spaces shall use electromagnetic core-and-coil type ballasts.

All fluorescent lamps shall meet TCLP requirements.

6.7.5.2 LIGHTING LAYOUTS:

Use VA illumination levels as design values and not as minimums. Select the number of lamps and the fixture type according to the recommended finishes specified in each area to ensure the intended lighting levels indicated in Table 6.7.5.

In Offices, Examination Rooms and similar spaces with non-fixed task locations which require 60 foot-candles or greater, position ends of fluorescent fixtures (or rows) within 2-1/2 ft. of abutting walls. Select fixtures and lamp quantities to provide the required lighting level.

Eliminate lighting fixtures from established general lighting layouts designated as non-task areas such as aisle space or other traffic locations in front of doorways. Eliminate the fixture for rooms over 100 sq. ft. if a door swing arc intercepts a lighting fixture on the floor plans.

Instead of using the ceiling system, run continuous rows of three-lamp fluorescent fixtures centered over the front edge of wall-mounted benches and crosswise to double-sided benches in laboratories, pharmacies, shops and similar areas having work tables and benches. Eliminate or reduce the number of fixtures over open floor areas.

Provide fluorescent over mirror lights in all toilets by using two 32 W (watt) lamps. The fixture length does not need to be confined to the width of the mirror. Size the fixture to double as general illumination in the case of small toilets. If a bathtub or shower is included, install a ceiling light.

In storage, shelf or stack areas, mount fixtures in rows lengthwise over aisles between rows of shelves to make the most efficient use of the lighting. In areas over 400 sq. ft., consider running continuous fixture rows at 45 degrees to the general room dimensions, coordinating the layout with the ceiling system design.

Special lighting treatment of decorative areas such as Lobbies, Waiting Rooms, Patios, etc., shall be limited to efficient light sources that can only be used on special occasions or double as general illumination. Decorative lighting of exterior areas is permitted only where it is incidental to a functional lighting system. Consider the use of compact fluorescent or HID lamps.

In public corridors, lobbies or entrances to the building, energy levels should not exceed 1 watt/sq ft.

6.7.5.3 CONTROL:

For fixtures with three, four or more lamps, switch the lamps symmetrically for two (or three) lighting levels.

In large window areas, switch fixture (or fixture rows) nearest to the window separately.

Where two or three-room entrances are not immediately adjacent to each other, provide three or four-way switching of all room lights.

Utilize low-voltage switching in large areas with multiple entrances to allow extinguishing of all lights from any room exit.

Utilize low-voltage switching in large areas to control illumination separately at logical work station locations, such as General Laboratories, Pharmacy areas, Shops, etc.

Install occupant sensor (ultrasonic/infrared) controls for room lights in Public Toilets, Conference Rooms, Examination Rooms (over 400 W (watts) of lighting) and similar spaces. Include a conventional wall switch at doors to provide override "OFF" and active "OFF-ON" functioning.

Control exterior lighting by photoelectric controls and overriding astronomical time switches. Provide circuiting for roadway and parking area luminaries in logical groups utilizing time switches to allow cycling off of the lighting in unused areas during the night. Retain some security lighting.

In relatively large, infrequently used rooms such as mechanical rooms, where lights can be left on unnoticed, install a pilot light outside the area which indicates when the lights are on.

6.7.5.4 //DENTAL SUITE LIGHTING// //RESERVED//:

//

Locate low-voltage control multi switches within receptionist area for selective centralized control of normal lighting. Switch by logical groups of contiguous rooms, limited in area to 10percent of the total Dental Suite area.

Locate relay panel next to local normal power panel for control of lighting circuits.

Install low-voltage wiring in conduit.

Connect low-voltage power supply transformers to the Critical Branch of the Essential Electrical System.

Lighting and power circuits that are connected to the Critical Branch shall not be switched by the low-voltage control scheme.

Lighting circuits that are connected to the Life Safety Branch (i.e., egress lighting) shall not be switched.

Certain power circuits, which are identified in the Equipment Guide List, shall not be switched by the low-voltage control scheme.

//

6.7.5.5 //DENTAL EXAM LIGHT SWITCHING// //RESERVED//:

//

Install a wall switch located away from the regular light switches at the door, preferably on a side wall convenient to the dentist or assistant. Include a pilot light with the switch to indicate an active service.

//

6.7.5.6 EYE EXAMINATION ROOMS:

Provide fluorescent lighting fixtures with dimming ballasts and the following controls in each Eye Exam Room in the Eye Clinic:

One 3-way switch at the strike side of the entrance door.

One 3-way dimmer switch on the side wall near the expected location of the projection screen.

One 4-way floor switch, foot operated, with approved rubber- insulated cable--approximately the diagonal length of the room exposed on floor. Extend this switch from a recessed junction box mounted 6 inches above the finished floor to clear the vinyl-base molding.

6.7.5.7 //HEMODIALYSIS EXAM// //RESERVED//:

//

In addition to a fluorescent fixture (two-level switch) over each patient lounge bed, provide a 250 W (watt) quartz down light over both sides of the lounge bed. Control by a single dimmer control at the bed wall.

//

Editing Note: Refer to MCS SECTION 16515 MEDICAL AND SURGICAL LIGHTING FIXTURES for detailed requirements for fixture types. Type A is single head, single arm; Type B is dual head / pivot arm fixture with single point of suspension.

6.7.5.8 //SURGERY LIGHTS // //RESERVED//:

//

Surgical lights shall comply with VA Master Construction Specification 16515, Medical and Surgical Lighting Fixtures.//

//Cystoscopic Room: Type A centered over the surgery table.//

//Minor Surgery Room: Type B centered over the surgery table. Note: If there is no Minor Surgery Room, provide a Type A over each bed in the Life Support Unit.//

//Procedures Rooms (Cardiovascular Laboratory): Type A centered over the cardiac catheterization table.//

//Light Intensity Controls:

- Type A 1
- Type B 2//

6.7.5.9 WET AND DAMP LOCATIONS:

Provide lighting fixtures UL-listed for wet locations in //cart washing,// showers and similar areas of high humidity to insure proper fixture operation and longevity.

6.7.5.10 //PARKING GARAGES// //RESERVED//:

//

Provide suitable and cost efficient lighting for parking garages such as fluorescent, high intensity discharge (HID) or high pressure sodium. Do not use low-pressure sodium. Consider safety and security for the public in the lighting design. Installation of lighting fixtures should limit spill light and excessive glare to adjacent private and public property.

The recommended foot-candle levels in Table 6.7.5 Illumination Levels of this manual, shall be the minimum maintained values for interior parking facilities. Install additional lighting fixtures at the entrances of parking garages to ease the adjustment from daylight to the low-level lighting inside the garage. Provide a photoelectric sensor to switch these fixtures on during daylight hours and off at night.

//

6.7.5.11 EXTERIOR LIGHT SOURCES:

Utilize high-pressure sodium vapor light sources for exterior lighting.

Where a specific detail is to be highlighted (e.g., a Flag), use a metal halide source.

6.7.5.12 //OBSTRUCTION LIGHTING// //RESERVED//:

//

For cooling towers, buildings and smoke stacks, implement obstruction lighting per specifications upon verification with the Federal Aviation Administration (F.A.A.), if such lighting is required. Refer to Advisory Circulars 70/7460-1K, Obstruction Marking and Lighting. Advisory Circulars are available from FAA web site at http://www.airweb.faa.gov/Regulatory_and_Guidance_Library/rgAdvisoryCircular.nsf . Hard copies may be obtained free of charge, with written requests only. Write or Fax to:

U.S. Department of Transportation
Subsequent Distribution Office
SVC-121-23 Ardmore East Business Center
3341Q 75th Ave
Landover, MD 20785

Publications Help Line:301-322-4961 (Phone); 301-386-5394 (Fax)

//

6.7.5.13 EXTERIOR FIXTURE CONTROL:

Use photoelectric sensors or astronomical time clocks as appropriate for each application.

Maintenance or security lighting for cooling towers shall be locally switched as necessary.

6.7.5.14 PARKING LOT ILLUMINATION:

6.7.5.14.1 General:

All outdoor lighting shall comply with local outdoor lighting ordinances, if such exist.

Large parking lots shall be illuminated with pole-mounted fixtures. The maximum height of a pole shall be 40 ft.

A combination of wall-mounted (mounted on exterior building wall) and pole-mounted fixtures shall be used for illumination of small parking lots. Wall-mounted fixtures shall be of the wall-pack type with cut-off photo-metrics if required by local lighting ordinances. Maximum pole height shall be 30 ft.

Security and Landscape lighting is not addressed herein and may affect the standards indicated. The site lighting shall be completely coordinated – lamp sources for general purpose, security and landscape lighting shall be identical.

6.7.5.14.2 Pole Protection

Preferred pole locations are islands and landscaped areas beyond the reach of vehicle bumpers. When not practical, extend concrete base 30 inches above finished grade.

6.7.5.14.3 Lighting Controls

Time clock/photocell combination with maintenance override.

6.7.5.14.4 Circuiting

For large lots, alternate circuiting to poles.

6.7.5.14.5 Design Requirements

Minimize direct light onto windows.

Minimize illumination onto adjacent properties.

Maintained illuminances:

Basic

Minimum Horizontal Illuminance: 2 footcandles

Uniformity Ratio (Max/Min): 20:1

Minimum Vertical Illuminance: 1 footcandle

Enhanced Security:

Minimum Horizontal Illuminance: 5 footcandles

Uniformity Ratio (Max/Min): 15:1

Minimum Vertical Illuminance: 2.5 footcandles

Higher illuminances shall be provided at exits, entrances, gate accesses and main drives and cross aisles.

Comply with NFPA 101 requirements for providing emergency lighting to a public way.

6.7.6 SPECIAL TELECOMMUNICATIONS SYSTEMS:

Editing Note: edit lists of systems to suit project requirements.

This section covers requirements for the Special Telecommunications Systems (hereinafter referred to as "Special Systems") provided in all VHA Facilities (including leased spaces). "Special Systems" are identified as those telecommunications systems that are not Telephone, Data or Fire Alarm (or related functions) provided in VHA Facilities (including leased spaces). These systems include, but are not limited to the following:

A complete Telecommunications Distribution Cable Plant System(s)

Audio-Visual Nurse Call (identified Critical Service Operation) and Code One System (identified Life Safety Operation)

Dental Clinic Intercommunication Systems that are not substituted by "hands free" telephone or Nurse Call Systems (identified as Public Safety Operation)

Door Control Systems (identified as Patient/Public/Staff Safety Operation)

Emergency (Duress) Call (Panic Alarm) Systems (identified as Patient/Public/Staff Safety Operation)

- Intercommunication Systems (identified as Public and Staff Safety Operation)
- Master TV Antenna Equipment and Systems
- Motion Intrusion Detection Systems (identified as Patient/Public/Staff Safety Operation)
- PA Systems (identified as Public Safety Operation or Life Safety Operation when carrying Code Blue or One calls)
- Patient Annunciation Systems (identified as Emergency Operation)
- Radio Entertainment Distribution Systems
- Radio Paging System (identified as Public Safety Operation and upgraded to Life Safety when interfaced to Code Blue or One calls)
- Security Camera Systems (identified as Patient/Public/Staff Safety Operation)
- Security Management (including stand alone) Systems (identified as Patient/Public/Staff Safety Operation)
- Two-Way Radio Systems (identified as Public Safety Operation for Security, Engineering and Medical Functions)

6.7.6.1 GENERAL REQUIREMENTS:

6.7.6.1.1 Wires And Cables:

For all wire and cable installations follow the general guidelines outlined in VA Master Construction Specifications (see Part VI of this solicitation).

6.7.6.1.2 Conduits And Interconnection Boxes:

For system conduits, junction boxes, routing, termination, risers, horizontal runs, sizing, etc., follow the general guidelines VA Master Construction Specifications (see Part VI of this solicitation).

6.7.6.1.3 Open Wireways and Cable Trays:

Unless otherwise specified, install all system wiring and cabling in Occupational Health and Safety Administration (OSHA) National Recognized Testing Laboratories (NTRL) approved telecommunications open wireways or partitioned cable trays.

Wire and cable runs that are routed from open wireways or cable trays in interstitial spaces to the nearest telecommunications closet, head end or Equipment Room or telecommunications outlet shall be enclosed in conduit. However, the use of cable racks or ladders, installed from the telecommunications closet, is preferred above the ceiling for station cable installation in non-critical areas as long as each location's egress and ingress signal processing, radiation and interference properties are maintained as described herein.

6.7.6.1.4 Telecommunications Ducts and/or Cellular Floors:

Provide these items, when required by system design.

Editing Note: edit to suit project requirements and size.

6.7.6.2 //HEAD END (HE) EQUIPMENT ROOM// //RESERVED//:

//

6.7.6.2.1 General:

Provide a climatically controlled, secure and protected room in an area dictated by System Design. If other than the Attic or Mechanical Penthouse is used, a separate 6 inches X 6 inches minimum cable chase /duct or minimum conduit counts, as described herein, must be provided from the alternate location exiting

from the room backboard and terminating inside an accessible water-proof enclosure. The room must be designed with adequate space to accommodate all provided and planned Special Systems, Head-end Cabinets (i.e., MATV, CCTV, SSTV, RED, Satellite, Public Address, Two-Way Radio and Radio Paging and Microwave, etc.), Uninterruptible Power Supply (UPS) Systems, AC power, Air Handling and two future systems. The Special Systems, planned to be included in this room but to be installed at a later date, shall be clearly shown on the contract drawings insuring adequate space allocation to each cabinet for accessibility. If the Penthouse or Attic general area is used, it must be climatically controlled, properly sized and may be separated from the rest of the area by a floor to ceiling metal security fence provided with a minimum 40 inches X 84 inches locking gate if a room is not available or cannot be provided and the adjoining area(s) is not utilized by the Facility(s) elevator equipment. (A/E Note: TELCO equipment areas shall not use fencing of any type; only secure rooms are acceptable. See VA Electrical Design Manual, Article 8.11 for Specific TELCO Equipment Room Information.

6.7.6.2.2 Room Location:

When selecting the (HE) Equipment Room site, avoid locations restricted by building walls. Accessibility for the delivery of standard enclosed equipment cabinets shall be provided. The room shall be located as close as possible to an outside roof entrance and not in or above patient care areas. The (HE) Equipment Room shall be located no more than 300 cable ft. from the Facility's Emergency AC Power Distribution Panel that is designated to provide its AC power. Also, the (HE) Equipment Room shall be provided with an accessible 6 inches X 6 inches minimum cable duct/wireways or minimum number of conduits as described herein, from it to the Facility's vertical riser system(s) for communication system wires and cables that access the Facility's vertically stacked telecommunication closets. The use of open elevator Equipment Room areas is not allowed for this purpose and will not be approved.

6.7.6.2.3 Cooling:

The HE room shall be provided with heating and/or cooling equipment capable of maintaining the internal space between 68 degrees and 80 degrees Fahrenheit, with humidity control. The relative humidity shall not exceed 50 percent. Heating and cooling requirements shall include the back-up batteries and associated rectifiers.

A fully climatically controlled, stand-alone equipment cabinet is acceptable for each special system in lieu of fully acclimatizing the HE areas.

6.7.6.2.4 Minimum (HE) Room Size and Construction:

Each HE equipment and associated Control Room that is required by system design shall be rectangular in shape and free of obstructions, such as columns and braces, if possible. If columns or braces are present, they shall not impede the installation or operation of each individual system head-end equipment and access to each equipment cabinet's front, side, or rear areas. The floor area occupied by the column shall not be counted as a part of the room's minimum useable square ft. requirements. A minimum of 3 ft. shall be provided around each cabinet unless the cabinets are installed joined or side by side where the 3 ft. rule applies around the entire assembly. Minimum ceiling height shall be 8 ft. above finish floor. The Equipment Room shall be a minimum of 12 ft. x 14 ft., or as large as the sum of the provided planned and two spare systems and access require.

Each HE Equipment Room shall have a finished floor of material consisting of antistatic properties. Additional space shall be provided for necessary UPS and/or associated batteries required by designated Critical Life, Public and Staff Safety Systems (i.e., Radio Paging for Code One [aka Blue], Two-Way Radio for Security and Engineering Service and PA, if located in this area).

6.7.6.2.5 Grounding:

Lightning Protection System - A lightning ground copper bus shall be provided with a connection point located on the outside of the building where each of the system antenna cables and external wires enter the building. It shall be of sufficient size to allow each system antenna cable, control wire lightning protector and separate ground wire to each antenna mast to be connected directly to it. It shall be

connected to the Facility's external lightning protection system or directly run to earth ground on the outside of the building by a mechanically and electrically protected #2 AWG stranded copper wire. Per NEC, all grounding systems shall be bonded together.

//

6.7.6.3 TELECOMMUNICATIONS CLOSETS:

Provide these spaces as required by each System Design.

6.7.6.3.1 Remote or Secondary Telecommunications Closets

These types of closets shall be provided normally for special telecommunications systems that are allowed in patient or other designated areas that exceed the 300 foot maximum conduit distance for the primary telecommunications closets and the installation area is small enough as to not warrant the larger stacked telecommunications closets. The use of these closets must be specifically approved by TCD-194D during the design phase of the project. Each closet shall be a minimum of 5 ft. x 9 ft. or according to BICSI Wiring Standards for the areas, the closet is to be installed, whichever is greater. Minimum door size shall be 36 inches wide by 84 inches high.

Each wall of the closet shall be provided floor to ceiling with fire retardant 3/4 inch plywood wall covering.

6.7.6.3.2 Power & Lighting:

Emergency Power - Receptacles and lighting shall be on Emergency Power

120 VAC Receptacles – Each telecommunications closet shall be provided with a separate 120 VAC 20 ampere circuit with two quadruplex receptacles, mounted in the center of each sideboard, 18 inches above the floor.

120 VAC Receptacles – Telecommunications backboards shall be provided with two (2) 120 VAC 20 Amp quadruplex receptacles on the backboard with a minimum of two foot of separation and at 36 inches above finished floor (one for special and the other for other signal equipment). Provide a separate AC circuit for each six- (6) quadruplex receptacles.

Overhead Lighting - Install at least one (1) ceiling mounted two lamp 4 ft. fluorescent light fixture with an "on-off" switch located on the inside wall.

6.7.7 POLICE AND ENGINEERING CONTROL ROOMS:

Provide these spaces as required by each system design.

6.7.8 SPECIAL REQUIREMENTS:

Editing Note: Coordinate with Schedule B.

6.7.8.1 NURSE CALL:

Provide Nurse Call System as specified in Schedule B.

Provide Emergency Nurse Call Stations in toilet areas only at the following locations:

//Dental Service (if not covered by a hands free telephone intercom system)//

//Drug Dependency Treatment Clinic//

//Oncology Clinic/Area (if not covered by a Nurse Call or Code One/Blue system)//

6.7.8.2 INTERCOMMUNICATION SYSTEM:

Provide intercommunication system in accordance with VA MCS 16760, Intercommunication System.

At loading docks, provide an empty conduit system for connection of a telephone intercom between the Warehouse Office and loading dock where dock is not visible from the Receiving or Supervisor's office.

//In the Dental Service, provide a dedicated intercom system throughout the Dental Suite. Refer to the Schedule B for specific locations.//

//Provide appropriate systems at designated Facility ingress and egress points connected to the respective Service Chief's Office or Security Service Control Room.//

//[Insert additional locations to suit project requirements.]//

6.7.8.3 RADIO ENTERTAINMENT SYSTEM:

Provide speakers for radio and entertainment program systems as follows:

All loudspeakers shall be of the recessed or ceiling type in lieu of surface-mounted type, wherever possible.

Loudspeakers in Canteen//Dining Room// and //Retail Sales Areas// shall be operated by controls located in Canteen Chief's Office.

Loudspeakers in each Waiting Room and other designated areas that contain PA speakers may be combined within the same speaker back box and grille and use the same speaker cone as long as each speaker function contains a separate matching transformer and voice coil for each service (i.e., one transformer and associated voice coil for RED and one transformer and associated voice coil for PA).

Editing Note: Coordinate with Schedule B.

6.7.8.4 MASTER ANTENNA TELEVISION (MATV) SYSTEMS:

Master Antenna system shall be mounted on hinged poles (or equivalent) where subjected to salt-spray atmosphere. Provide system as specified in Schedule B.

Editing Note: Edit to suit project requirements. Coordinate with Schedule B.

6.7.8.5 MOTION INTRUSION DETECTION (MID):

Provide the systems identified in Paragraph 4.2.7 and Schedule B.

Editing Note: Edit to suit project requirements. Coordinate with Schedule B.

6.7.8.6 CLOSED CIRCUIT TV SYSTEMS FOR DOOR MONITORING OR SECURITY:

Provide the systems identified in Paragraph 4.2.7 and Schedule B.

Editing Note: Coordinate with Schedule B and Schedule C. Specify type and extent of system required to suit project and local VAMC practices/preferences.

6.7.8.7 ELECTRONIC ACCESS OR DOOR CONTROL:

Provide electronic access or door control//as specified in Schedule B// //[specify requirements]//. Access control shall be provided for.

//Designated// //All// exterior doors// [_____]//

Pharmacy

//Medications Rooms//

Telecommunications head end and equipment rooms

Computer rooms _____ //clean and soiled utility //[_____]//

Door monitor switches shall be provided at [_____].

**Editing Note: Edit to suit project requirements.
Coordinate with Schedule B.**

6.7.8.8 DURESS ALARM OR EMERGENCY NOTIFICATION:

Provide the systems identified, required and specified in Schedule B.
Under no circumstance shall the Facility's telephone system be used to provide Duress Alarm Functions although telephone SWP or UTP circuits may be used as long as there are enough spare pairs to satisfy the telephone system installation and projected growth and each system does not interfere with the other.

6.7.9 TELEPHONE/DATA SYSTEMS:

Editing Note: edit to suit project requirements.

6.7.9.1 SYSTEM TYPES:

- The systems may include any one or combination of the following:
 - Telephone Private Branch Exchange (PBX - identified Critical Service Operation) switch and PA Systems (identified Public and Staff Safety and Emergency Operation)
 - A complete system(s) telecommunications distribution cable plant that is compatible with and fully complements the Facility's existing Telecommunications Infrastructure Plant (TIP)
 - Dial dictation system for PBX function
 - Automated call director for PBX function
 - Radio paging interface for all Call Code One (aka Blue) functions
 - Data terminal, routing, modem and concentrating equipment
 - Wire Shielded Twisted Pair (STP) or Unshielded Twisted Pair (UTP) and Cable (fiber-optic and/or coaxial) Distribution (inside and/or outside) System

6.7.9.2 CONDUITS AND BOXES:

All conduit runs shall contain no more than two 45-degree (or one 90-degree bend with access before and after bend) bends (no LB/condulets) between pull and junction boxes, manholes or telecommunications closets. Contact TCD-194D for technical approval for all conduit requirements.

Minimum radius of conduit bends shall be as follows:

Minimum Radius of Conduit Bends	
CONDUIT SIZE (Inches)	CONDUIT BENDS RADIUS (Inches)
3/4 minimum	9
1	11
1 1/4	14
1 1/2	17
2	21
2 1/2	25
3	31
3 1/2	36
4	45

All conduit bends shall be made so the internal conduit diameter is not reduced.

Conduit originating from telecommunications closets and pull boxes or wireways shall be in accordance with the following criteria:

Conduit Sizing Criteria	
NUMBER OF OUTLETS*	CONDUIT SIZE(Inches)
1, 2	3/4
3, 4	1 1/4
5 and above	3

* Install conduit and outlet boxes for telecommunications outlets in solid or tiled walls, in freestanding counter tops, walls containing fire stops or insulation and for telecarts and pay telephones.

Open Wireways Or Cable Trays: Provide as required by system design.

6.7.9.3 TELECOMMUNICATIONS OUTLETS:

Outlet boxes shall be the same minimum size as NEC standard quad (or dual duplex) electrical outlet boxes.

Outlet boxes shall be equipped with quadruplex wall faceplates and four (4) category five RJ-45 jacks, and contain enough space for one additional (1) fiber-optic and one (1) analog coax cable jacks (for a total of six available jack positions) provided by the Contractor.

Unless otherwise specified, mounting heights for telecommunication outlets shall be:

Telecommunications Outlets Mounting Height	
Pay station	4 ft. above finished floor
Wall outlet	4 ft. above finished floor
Desk outlet	1 ft. 6 inches above finished floor
Bedroom (telecart)	3 ft. 2 inches above finished floor
Special	As required

6.7.9.4 TERMINAL CABINETS:

May be used where the number of outlets served is minimal, the distance of the run is in excess of 300 ft. from the otherwise nearest telecommunications closet and/or the cost of providing a telecommunication closet, as described herein, is prohibitive. The use of terminal cabinets as a substitute for telecommunications closets will not be approved.

Where required, each cabinet shall be: labeled, steel, not less than 18 gage steel code with doors and concealed hinges attached by welding.

6.7.9.5 TELEPHONE EQUIPMENT ROOM:

6.7.9.5.1 Location:

The room shall be located within a cable distance of 100 ft. of the Console or Operator Room. It should be located adjacent to the Main Computer Room and, if possible, as close as possible to an outside telephone company cable entrance and not in a patient care area.

Avoid locations that are restricted by building components that limit expansion such as elevators, core outside wall or fixed building walls. Accessibility for the delivery of large equipment shall be provided.

6.7.9.5.2 Power & Lighting:

Emergency Power - Provide an electrical panelboard in the Telephone Equipment Room and connect it to the Facility's Critical Branch of the Emergency Power Distribution System. The panelboard shall be

208/120 VAC, 3-phase, 4-wire. The current rating of the panel and number and size of the circuit breakers will be determined by the requirements of the switching equipment plus 20 percent spare.

120 VAC Receptacles - Provide a minimum of one quadruplex receptacle (2 duplex) for each 8 linear ft. of wall space. All receptacles shall be connected to the room's electrical panelboard. The Lessor shall provide surge protectors for those outlets where computer or processor equipment is connected.

6.7.9.5.3 Size and Shape:

Each TELCO Equipment Room shall be rectangular in shape and free of obstructions, such as columns and braces, if possible. If columns or braces are present, they shall not impede the installation or operation of individual system head end equipment and access to each equipment cabinet's front, side or rear areas. The floor area occupied by the column shall not be counted as a part of the room's minimum useable square ft. requirements. A minimum of 3 ft. shall be provided around each cabinet unless the cabinets are installed joined or side by side where the 3 ft. rule applies around the entire assembly. MIN ceiling height shall be 8 ft. above finish floor. The TELCO Equipment Room shall be a minimum of 12 ft. x 14 ft. or as large as the sum of the provided planned, and two spare systems and access required.

All backboards required by system design shall be constructed of 3/4 inches "fire retardant" plywood.

6.7.9.5.4 Grounding:

External TELCO wire and cable entrance ground; its connection point shall be located on the outside of the building. It shall be of sufficient size to allow each system wire and cable, control wire and separate ground wire to each wire and cable entrance grounding point connected directly to it. It shall be directly connected to the Facility's earth ground by a mechanically and electrically protected #2 AWG stranded copper wire. Per NEC, all grounding systems shall be bonded together.

System Ground- a "Zero Reference Signal Ground Grid" (ZFSGG) shall be installed that serves as a TELCO Equipment Room system ground that reduces or eliminates high frequency electrical noise resulting from high speed digital switching, radio frequency interference (RFI) and electromagnetic interference (EMI). It also serves to ensure all equipment in the TELCO Equipment Room including UPS equipment is referenced at the same equipotential earth ground level.

6.7.9.6 TELECOMMUNICATIONS CLOSETS:

6.7.9.6.1 General:

The closets shall support various data equipment (i.e., data multiplexors, data network devices, etc.) and special communications equipment (i.e., Nurse Call, Code One, MATV, RED, IC, etc.) in addition to the requirements of stand-alone telephone equipment. Closets shall be provided in the quantities and locations that will limit telephone/data cable/wire runs from the closet to the outlets to a maximum of 300 ft. Each closet shall fully support BICSI standards.

For every 10,000 sq. ft. of administrative floor space served, there shall be 10 linear ft. of wall space required.

Closets may be placed adjacent to but not combined with electrical closets.

6.7.9.6.2 Closet Size:

Telecommunications Closet Size Requirements	
Usable Floor Space* Sq. ft.	Closet Size Ft.
5,001-8,000	10 x 12
8,001-10,000	10 x 14

[Empty rectangular box]

* For every additional 10,000 sq. ft. of administrative floor space served, there shall be and additional 10 linear ft. of wall space provided.

6.7.9.6.3 Distribution:

Closets require a minimum 4 inch pathway from the Computer Room to each closet to support a separate fiber optic backbone and STP cable distribution system for data requirements.

6.7.9.6.4 Power & Lighting:

Emergency Power – Duplex receptacles and lighting shall be connected to generator backed power.

120 VAC Receptacles – Each closet shall be provided with a separate 120 VAC, 20 Amp circuit with two (2) quadruplex receptacles, mounted in the center of each side backboard, two (2) quadruplex receptacles, mounted centered on the front backboard either side of the door and three (3) quadruplex receptacles, mounted centered on the rear backboard, each 18 inches above the floor. Receptacles shall be 20 Amp, 120 VAC.

Overhead Lighting – Install at least one (1) ceiling mounted fluorescent light four lamp (or two - two lamp) fixture with an "on-off" switch located on the inside wall.

Editing Note: Include the following if a central computer room is required for IRMS. Provide estimated load information to size equipment.

6.7.9.7 //COMPUTER ROOM//:

//

6.7.9.7.1 UNINTERRUPTIBLE POWER SUPPLY (UPS).

Equip each computer providing centralized support to outpatient facility users with a UPS capability to provide ongoing power to the computer in the event of a power outage. The UPS shall be able to supply power to the computer(s) from its batteries until the emergency generator activates. The generator shall serve the UPS from the Equipment System Transfer Switch and shall provide sufficient power to operate all centralized computers and to recharge UPS batteries associated with these computers.

6.7.9.7.2 FIRE DETECTION:

Provide ceiling mounted smoke detection in computer room. Provide smoke detection under raised floor system.

//

6.7.10 LIGHTNING PROTECTION:

Lightning protection shall comply with the NFPA No. 780, Standard for the Installation of Lightning Protection Systems, and the National Electrical Code, NFPA No. 70, published by the National Fire Protection Association.

The need for lightning protection shall be based on an evaluation of the risk of loss due to lightning. The Risk Assessment Guide, Appendix I of NFPA 780 shall be used to calculate a risk index (R). All structures with R values above 7.0 (severe) will require lightning protection.

6.8 //ELEVATORS// //RESERVED//:

Editing Note: revise if elevators calculations or program require greater number or other types of elevators.

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The lessor shall provide **two (2) elevators** for VA use in all multi-story buildings or in space offered above ground, to provide for full access. At least one shall be 6' - 0" wide by 8' - 8" deep, and the other will have a minimum interior dimension of 8' - 0" wide by 6' - 2", with 4,000 lbs. capacity.

Elevators shall conform to the requirements of the American Society of Mechanical Engineers A17.1, Safety Code for Elevators, Dumbwaiters, Escalators, and Moving Walks; NFPA 70 (National Electrical Code); and VA Publication PG-18-13.

Elevators shall be inspected and maintained in accordance with American Society of Mechanical Engineers (A17.2), Inspector's Manual for Elevators.

Design and install a complete and ready hydraulic duplex operation elevator system with automatic operation, leveling devices, automatic car and hoistway doors. Other types of elevators will be considered by the Contracting Officer, if they otherwise meet the requirements set forth in this paragraph. Submersible pumps are acceptable.

Provide a suitable machine room of approximately 10' - 0" x 12' - 0" (preferably adjacent to the hoistway at the lowest landing) with legal access and ventilation with concrete floor. Temperatures in machine room are to be maintained between 60 degrees F and 100 degrees F.

Provide an autodial system with hands free operation which is activated by the emergency alarm switch in main and auxiliary control panels. The system shall be designed to communicate to a location in the building staffed during all working hours, such as the security office or telephone operator. After working hours, the autodial system shall roll-over to an emergency number.

The passenger elevators shall be automatic and shall be equipped with a self-leveling feature that will automatically bring the cars to the floor landings within a tolerance of plus or minus one quarter inch (1/4") under all loading and unloading procedures. The car shall maintain level at landing regardless of load.

The minimum clear width for passenger and service elevator doors shall be 48".

The floor covering in the car shall be a non-slip, firm surface which permits easy movement of wheelchairs. Carpet of any kind is not acceptable.

The horizontal center line of the hall push button fixture plate shall be no higher than 3'-0" above the finished floor.

The system shall be activated by momentary actuation of either the emergency alarm switch or the emergency call button in the car operating panel. A Fire Recall Phase I and II feature must be included.

A means shall be provided to disconnect main line power prior to activation of sprinkler heads.

Emergency Lowering: Emergency power operation of elevators is not required. Lessor shall provide a backup power source to provide emergency lowering upon loss of normal power as follows. Upon loss of normal power, each elevator shall return to the lowest landing by activating the down valve. After the elevator has leveled at the lowest landing, provide power to open the car doors automatically. After a predetermined time, the car doors shall close. Power shall stay applied to the door open button so the doors can be opened from inside the elevator only. The elevator shall remain shut down at the bottom

landing until normal power is restored. A sign shall be installed on the controller indicating that power is applied to the down valves and door operators during loss of normal power.

All other means of automatic transport systems shall comply to ASME A17.1.

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SECTION 7: INTERIOR CONSTRUCTION, FINISHES, AND INTERIOR DESIGN

Editing Note: The following section requires careful review and coordination with Schedule C Space Program, Room Finishes, and Doors and Hardware Schedule.

Coordinate casework, cabinets, counters, toilet and shower accessories, lockers, and shelving with Special Requirements Schedule B.

Coordinate doors, hardware, partitions, acoustical treatments, flooring, paint and wall coverings, specialties, and furnishings with unit pricing in Schedule B-1

7.1 ARCHITECTURAL:

7.1.1 SPACE PLANNING AND FUNCTIONAL LAYOUT:

The Space Program (Schedule C) and conceptual floor plan (Part X) provided in this solicitation shall be used as the basis for the space planning and functional layout of the facility. The final layout, design development and construction documents shall be in accordance with Paragraphs 3.22 and 3.23 of this solicitation. The completed building shall accommodate VA's space program and interior functional requirements for the outpatient clinic. The net area for each room shall be shown on the drawings along with the criteria SF.

Lessor shall provide accurate space layout drawings (floor plans) with offer and during design and document phases in accordance with Paragraphs 3.19, 3.22 and 3.23. Plans shall include sufficient information for the Government to compute the net area of each function (room) listed in the space program; and to compute Building Gross Area and Net Usable Area in order to determine compliance with solicitation requirements.

7.1.2 ROOM NUMBERING:

The Lessor shall work closely with VA to establish the room numbering system to be used for the facility.

7.1.3 CIRCULATION SYSTEMS:

The Space Program in Schedule C and the conceptual floor plan in this SFO define the basic elements of the interior circulation systems and their relation to the functional plan. The Lessor is responsible for the final design of horizontal and vertical circulation systems within the building during Design Development as defined in Section 3 above. Lessor shall integrate the design of circulation systems with building entrances, functional elements, wayfinding systems (refer to Paragraph 7.6.2 "Interior Design Criteria") and signage (refer to Paragraph 7.12).

Circulation system components include entrances, lobbies, major corridors, vertical circulation, waiting areas, and departmental corridors. Within this hierarchy, Departmental Corridors are defined as the spaces necessary for circulation between rooms or functional areas within a single department (e.g., the hall serving exam rooms in a Primary Care module). Major corridors serve multiple departments or functional groupings, providing circulation to and from building entries and lobby.

Refer to Paragraph 3.14 for calculations involving circulation systems in the determination of Rentable and Net Usable Area.

7.1.4 FLOOR-TO-FLOOR HEIGHTS:

Ceiling heights and space to install mechanical and electrical systems above the ceiling require certain minimum dimensions. Design of floor-to-floor heights shall be sufficient to maintain minimum ceiling heights required in this solicitation (see Schedule C) and to install mechanical and electrical systems above the ceiling.

7.1.5 SEISMIC DESIGN:

Nonstructural elements of buildings shall be designed and constructed to resist damage caused by earthquakes as set forth in Paragraph 4.2.8 "Natural Disasters Non-Structural Resistive Design".

7.2 PARTITIONS:

Partition construction shall be non-combustible. For interior partition framing use 3 5/8 inch metal studs. Non-bearing metal studs and accessories shall be minimum 20 gauge galvanized studs and accessories in accordance with VA Master Construction Specification 09100, Non-Load Bearing Framing Systems. For special requirements, use other sizes or systems as appropriate. Where pipe spaces are provided, size partition framing thickness to conceal piping.

Use 5/8" thick fire-resistive labeled gypsum wallboard for partitions, except for special conditions. Gypsum wall board, core board or shaft wall liner, gypsum sheathing and water resistant wallboard shall be in accordance with VA Master Construction Specification 09260, Gypsum Board System.

Provide fire and/or smoke rated partitions that comply with published UL, FM or IBC designs.

Editing Note: Use gypsum plaster at locations indicated in PG-18-14. Depending on local trades practices, consider use of alternative materials.

//Where required by Schedule C, provide gypsum veneer plaster system on metal stud framing. Veneer base and veneer plaster shall be in accordance with VA Master Construction Specification 09215, Veneer Plaster.//

Extend all layers of gypsum board, on both sides of studs, from floor to underside of structure above on the following partitions:

- Fire rated partitions
- Smoke barriers
- Sound rated partitions
- Corridor partitions as required by building code.

In other locations, extend gypsum board from floor to heights as follows:

- Not less than 4 inches above suspended acoustical ceilings
- At ceiling of suspended gypsum board or plaster ceilings

Use 4" solid concrete masonry units for partitions housing service windows of pharmacy, agent cashier, and credit union.

Use lead-lined gypsum wallboard for shielding of X-ray rooms, as shown in Standard Details 13091-1 and 13091-2 for minimum lead protection required. When required by State or Local jurisdictions, Lessor shall secure the services of a registered physicist to establish the shielding protection required. Refer to Paragraph 7.5 below.

7.3 INTERIOR DOORS:

Provide solid core wood or hollow metal interior doors. Wood is preferred, except for locations where metal is required for functional reasons. Follow "Room Finishes, Door and Hardware Schedule" in Schedule C for sizes and types of doors.

Doors shall be of flush design and shall be in accordance with VA Master Construction Specification 08110 or 08210. Provide metal door frames for wood and metal doors. Wood doors shall comply with National Wood Window and Door Association (NWWDA) I.S.1. Metal doors and frames shall comply with Steel Door Institute (SDI)/ ANSI A250.8. Fire rated doors and frames shall comply with NFPA 80.

All corridor-to-corridor doors shall have 100 sq. in. glass vision panels and shall swing in opposite directions from each other. Doors in fire partitions and smoke barriers shall have fire rated glazing vision panels and be held open with electromagnetic holders, except doors which should remain closed for functional reasons.

Do not use wood labeled fire doors in areas where they may be subjected to heavy traffic or hard use, such as by carts, mobile equipment, etc., nor for pairs of opposite-swinging doors. In these locations, use hollow metal labeled doors.

//Interior Stairway Doors: Provide interior stairway doors with passage latch sets having inside and outside door handles free at all times. Exceptions are where stairway doors are required to be locked to prevent entrance into and elopement from functional departments or areas. Locking shall comply with NFPA 101.//

7.3.1 AUTOMATIC DOORS:

Automatic doors and operators shall be in accordance with VA Master Construction Specification 08721 or 08725. Design automatic doors to operate manually in event of power failure. Equip controls with safety devices for pedestrian protection. Provide door operator controls and equipment that are easily accessible for maintenance. Design automatic doors to open from both sides.

Automatic doors are required at the following locations:

//Swinging doors with remote push plate operation:

Main entrance doors to and from Surgery Suite

Entrance Doors to Minor Operating Rooms, and Observation and Treatment Rooms

Recovery Room doors into corridors

[_____]//

//Sliding Doors with //remote push plate// //carpet// controls:

[_____]//

Finish and color of automatic doors shall match remainder of building. If the sliding doors are to be utilized and accepted as required exits, the doors shall be designed to open manually in the event of a power failure in accordance with NFPA 101.

7.3.2 FINISH HARDWARE:

Follow "Room Finishes, Door and Hardware Schedule" in Schedule C for door hardware. Hardware and Hardware sets shall be in accordance with VA Master Construction Specification Section 08710, Builders Hardware. //Special electromagnetic locking shall be in accordance with MCS 08745.// All public use doors must be equipped with kick-plates, or must be flush up to a minimum height of 12 inches measured from the floor, and have pull bars or handles, and automatic door closures. Corridor and outside doors must be equipped with 5-pin tumbler cylinder locks and door checks. All locks must be master keyed. The Government must be furnished at least two master keys for each lock. Hardware for doors to provide egress shall conform to NFPA Standard 101.

7.3.3 DOOR IDENTIFICATION:

Special door identification for handicapped accessibility and hazard warning signs shall be installed at all necessary interior room doors. The forms and locations of door identification must comply with Paragraph 7.12, Signage. Doors leading into hazardous areas that might prove dangerous to a blind person shall be made quickly identifiable to the touch by knurling, roughening or applying an abrasive coating to the surface of the knob, door handle, pull or other hardware. Tactile warning indicators shall not be provided for emergency exit doors.

7.4 NOISE TRANSMISSION CONTROL:

Editing Note: delete rooms or areas not required in project.

The sound resistant enclosures (partitions, doors, duct system) of the spaces listed below shall be designed to suppress generated noise and provide a satisfactory degree of acoustical isolation for adjacent occupied spaces. A minimum Sound Transmission Class (STC) rating of 45 shall be achieved. The required rating may be achieved through the use of construction such as a double layer of 5/8" gypsum board (GWB) on both sides of 3-5/8" nominal metal studs and 2 1/2" sound attenuation blankets between the studs all extending above conventional lay-in ceilings to the underside of floor or roof deck.

A/C and other mechanical equipment rooms	Emergency generator rooms
//Auditoriums//	//Multipurpose Rooms//
//Mental Health Group Therapy rooms//	//[]//

Alternatively, a gypsum board ceiling or gypsum board lay-in ceiling panels, both with 2 1/2" sound attenuation blanket above the ceiling, shall be provided where ducts, pipes, etc., make it impractical to extend sound partitions to slabs or deck above. Where gypsum board ceilings with attenuation blankets are used, the double GWB partitions and sound attenuation blanket shall extend 4" above the ceiling. Studs shall continue to the floor above. Special attention shall be given to prevent possible flanking paths for noise transmission.

The sound resistant enclosures of the following spaces shall be designed to assure speech privacy and achieve an STC rating of 40.

- Conference rooms
- Consultation offices
- Examination and treatment rooms
- //Individual offices in Mental Health and Behavioral Sciences Service//
- Audiology and Speech Pathology areas
- //Benefits Counselors—VBA Regional Offices//

Partition and ceiling construction shall be similar to above, except that for spaces requiring an STC value of 40 only a single layer of gypsum board shall be used on both sides.

Sound damping in meditation rooms, quiet rooms, and similar areas shall be provided by finish materials shown for these areas in Schedule C, "Room Finishes, Door, & Hardware Schedule".

Use Door Types 19 and 20 with mechanical seal at entrances to spaces where noise suppression or speech privacy is a requirement. Refer to Schedule C and VA Standard Detail Nos. 08100-1 and 08100-2.

Where an area generating unusual noise or vibration is located adjacent to occupied spaces, the A/E shall obtain the services of a professional acoustical consultant to design the sound suppression measures required to produce a comfortable working environment in the adjacent spaces.

Where rooms do not contribute to or are not affected by sound transmission from an adjacent space, conventional construction is satisfactory.

In the design of exterior building walls at sites near airports, freeways, or heavy city traffic, consideration shall be given for the control of noise transmission from external sources.

7.5 X-RAY RADIATION SHEILDING AND RADIOGRAPHIC ROOMS:

7.5.1 X-RAY RADIATION SHIELDING:

Provide shielding against radiation from x-ray equipment in accordance with VA Master Construction Specification 13091 and Standard Details 13091-1 and 13091-2; or, when required by State or Local jurisdictions, as prescribed by a physicist approved by the American Board of Radiology in accordance with the appropriate standards and regulations of the National Council on Radiation Protection and Measurements, obtainable from NCRP Publications, 7910 Woodmont Avenue, Suite 3800, Bethesda, Md. 20814.

State the prescribed shielding in terms of millimeters of lead or in inches of wall, ceiling, floor and door construction of equivalent protection thickness.

Post a certificate, stating the lead equivalent protection of each surface, in all rooms with radiation shielding.

Editing Note: if specific equipment to be used is not determined prior to issue of the SFO, VA must decide whether to use the "generic" room; or "shell" the rooms. Lessor should provide unit costs for work to facilitate adjustments to final build-out based on actual equipment obtained. Coordinate requirements with Schedule B for special equipment and Schedule B-1 for finishes.

7.5.2 DESIGN FOR RADIOGRAPHIC EQUIPMENT:

Editing Note: Use following paragraph if VA has decided on "shell" option.

//Rooms containing radiographic equipment shall be designed to be shelled in and finish work scheduled for completion as late as possible in the construction process.//

Editing Note: Use following paragraph if VA has decided on "generic" option.

//Rooms containing radiographic equipment shall be designed for a generic installation system that can accept and accommodate all vendors' radiology equipment (DOD/VA Universal X-Ray (R-F) Room). Design and construct room(s) in accordance with VA Architectural Standard Details 13091-3 and 13091-4.//

Editing Note: Following paragraphs apply to both options. Coordinate with Schedules B and B-1.

The structural support for overhead radiology equipment shall be designed such that movement of the radiology equipment ceiling mounted support rails shall not exceed 5 mm in any direction.

For a list of work items and materials required for the completion of shelled-in spaces, refer to Schedules B and B-1 of this solicitation. The Lessor will be required to provide unit costs for these items.

7.5.3 SPECIAL X-RAY CONTROL ROOMS REQUIREMENTS:

Provide single pane viewing windows of conventional lead glass for X-ray control rooms. Where the control room projects into and is located near the corner of the diagnostic X-ray room, the projecting control room partition shall have a portion of wall angled toward the X-ray work space. Locate the viewing window in this angled section.

To allow for clearance of x-ray tube crane travel, do not exceed a height of 7' 6" above the floor for that portion of the shielded partition of a control room which projects into a diagnostic x-ray room. Feed all electric service, located in or on the projecting control room partition, up from the floor or horizontally from the wall where the control room projects. Leave the space above the projecting control area clear to allow X-ray equipment to traverse.

7.6 INTERIOR FINISHES:

Interior finishes are prescribed in "Room Finishes, Door and Hardware Schedule" in Schedule C of this Solicitation. VA must review and approve any deviation from this document prior to start of final construction documents.

The Interior Design concept and materials, finishes, colors, patterns and textures must be approved by the Contracting Officer. Submit sample boards for review and approval by Contracting Officer with 75-percent construction documents (Paragraph 3.23.1). Provide 2 complete sets of sample boards. Distribution will be Contracting Officer-1 set, VAMC-1 set. Sample boards are not returnable. Designer should fabricate an extra copy of each submission for their records.

Finish materials, including vinyl wall covering, vinyl composition tile flooring, sheet vinyl, carpet, and ceramic wall and floor tile finish, as specified herein, shall be included in the rental rate. An estimate of base quantities of finish material that should be included in the proposed rental rate is indicated on Exhibit A of Schedule B-1. Adjustments will be made at the end of the project based on actual measurement and payment will be made per the pre-negotiated unit cost for these items.

7.6.1 FABRICATION OF SAMPLE BOARDS:

7.6.1.1 IDENTIFICATION:

Provide the following information on each sample board:

- Name of project;
- Building number;

Location of project;
Lease number;
Title of submission;
Name of A/E/interior design firm;
Dept. of Veterans Affairs name and logo;
Date of Submission; and
Number each board and relate it to the total number of boards on the project, e.g., 1 of 5.

7.6.1.2 PRODUCT SAMPLES:

Organize the finish and material samples on the boards by floor levels to clearly convey the design intent. Place exterior materials on a separate board. Apply an actual sample of all interior and exterior materials, finishes and paints specified on the project. Assign a color and material code to all samples. Securely adhere all samples with a strong adhesive and/or double sided foam tape.

7.6.1.3 SAMPLE BOARDS:

Use mat board, foam core or any other suitable lightweight material. Wrap all sample boards with a heavy gauge acetate. Completely wrap each board with at least a three inch overlap of acetate wrapped to the back of the board. Secure with tape on all sides. Board Size should not exceed 30-inches by 40-inches. Use a white board. Backer boards of other colors may be used for bordering. Do not use frames.

7.6.2 INTERIOR DESIGN CRITERIA:

7.6.2.1 GOAL:

To provide a supportive interior environment that is conducive to healing both the patients mind and body, is respectful of the public monies, promotes staff performance, and expresses progressive high quality design.

7.6.2.2 CONCEPT:

The design is to pivot from the facility's mission and its patient profile. This includes a working knowledge of the profile and characteristics of the veteran as a patient population and the distinct profile of the users of said facility and said project. The information that overall remains constant, is that VA patients are long-term, high repeaters with multi-medical problems. Each user group will reveal the degree of need for the design to address aging, physical and mental disabilities, abusiveness, loss of function and perception ability.

7.6.2.3 FUNCTION:

Functional requirements dictate maintainable colors, textures, patterns, material selections, combination of materials and installation techniques. Materials must be chosen for longevity and good appearance retention.

7.6.2.4 WAYFINDING:

A "wayfinding" process needs to be designed into every project. Patients, visitors and staff need to know where they are, what their destination is, how to get there and have the ability to return. Identification, personalization of occupied spaces and orientation are all to be addressed in the design. Wayfinding is to be thought of broadly as building elements, color, texture and pattern cues, as well as a coordinated set-up for separate contacted signage and artwork.

7.6.2.5 GUIDELINES:

Design attention will be given to all spaces. Areas which could initiate the design may be the lobby or administrative suite, but extensions of the same quality and variety is required for the corridors, staff areas, and patient areas. The design must offer a distinctive and clear lead for the planning and selecting of

interior furnishings. Designs that narrow choices of procurement furnishings are inappropriate. A working understanding of the limits of government sources is to be considered. This consideration will produce a good environment for the furnishings.

Designs that use "life-time-of-the-building" materials in colors, patterns and designs that transcend time are endorsed. Trendy colors and patterns are to be restricted to cycle replacement materials, such as paint and wall coverings.

7.7 CEILINGS:

7.7.1 CEILINGS:

Except for specific areas requiring special treatment, all suspended acoustic tile ceilings shall be 2 foot x 2 foot lay-in panels in a standard 15/16-inch grid.

Editing Note: select heavy duty suspension system for areas with high or very high seismicity.

Acoustical ceiling system components and installation shall comply with VA Master Construction Specification 09510, Acoustical Ceilings. Ceiling suspension system shall be //intermediate-duty// //heavy-duty// system. //Provide aluminum suspension system in kitchen.// Acoustical units shall be mineral fiber units that provide a noise reduction coefficient (NRC) of at least 0.55 and a ceiling attenuation class (CAC) rating of at least 33. Provide units with manufacturer's standard white painted finish, except provide membrane faced (mylar) units in //kitchen and other //locations scheduled for non-absorbent, scrubbable finish. Ceiling units shall have a flame-spread of 25 or less and a smoke development rating of 50 or less (ASTM E-84).

Minimum clear ceiling heights from finished floor to finished ceiling shall be as indicated in Schedule C.

7.7.2 CUBICLE CURTAIN TRACKS:

Provide cubicle curtain tracks in exam rooms for privacy. Cubicle curtain tracks shall be surface mounted and shall comply with VA Master Construction Specification 10152, Hospital Cubicle Curtains and IV Tracks. Tracks shall be provided by Lessor and included in rental rate. VA will supply and maintain fabric cubicle curtains.

7.8 FLOORS, UNDERFLOOR & COVERING:

An estimate of base quantities of each type of flooring that should be included in the proposed rental rate is indicated on Exhibit A of Schedule B-1. Adjustments will be made at the end of the project based on actual measurement and payment will be made per the pre-negotiated unit cost for these items.

7.8.1 MEMBRANE WATERPROOFING AT INTERIOR FLOOR DRAINS:

Provide membrane waterproofing under floor finishes surrounding floor drains in areas subject to wet conditions to prevent water and moisture from penetrating the underlying floor slabs and damaging the finishes and contents of the rooms or spaces below. Attach the membrane waterproofing to the floor drain by a clamp, extend outward from the floor drain under the entire area of the surrounding floor finish surface or concrete topping which slopes toward the floor drain or which is subject to surface water, and carry up abutting vertical surfaces at least 3".

Do not provide membrane waterproofing if:

The floor slab is placed on grade, or

The floor finish itself is latex mastic with waterproofing membrane.

7.8.2 FLOOR SLAB DEPRESSIONS:

Floor slab depressions are required in specific areas or rooms for the purpose of providing slopes in floors to:

Direct water into drains

Provide for special floor finishes that require a setting bed.

Minimum required depressions are:

Ceramic Floor Tile with Slope to Drain 3"

//Quarry Tile Floor without Drain 2" //

//Quarry Tile Floor with Slope to Drain 4"*//

//Walk-in-Freezers and Refrigerators 4" to 8"//

The above list may not include all the areas where floor slab depressions are required for a specific project. It is the responsibility of the Lessor to ensure that the listed depressions are adjusted to suit the actual equipment provided and to satisfy the actual conditions required by the design.

Underfloor concrete must be smooth and level. Patching and leveling compounds containing gypsum are prohibited. When floor coverings are newly installed or changed, samples must be approved in advance by the Contracting Officer.

Perimeter base shall be rubber or vinyl base except where ceramic tile or sheet vinyl self-cove is specified. Resilient base and accessories shall comply with VA Master Construction Specification 09679, Resilient Base, Stair Treads and Accessories. Base shall be 1/8 inch thick, 4 inches high with molded top. Style B (cove) shall be used throughout; except, where carpet occurs, use Style A (straight).

7.8.3 FLOORING, CERAMIC TILE:

Unglazed ceramic mosaic tile shall be used in all toilets and other areas specified in Schedule C unless another covering is approved by the Contracting Officer. Materials and installation shall be in accordance with VA Master Construction Specification 09310, Ceramic Tile. Provide slab depressions, setting beds and waterproof membrane per Paragraph 7.8.2 above.

//Provide quarry tile in areas designated in Schedule C.//

7.8.4 FLOORING, VINYL TILE AND SHEET VINYL:

Flooring shall be installed and finished according to the manufacturer's requirements and recommendations.

7.8.4.1 VINYL COMPOSITION TILE:

Vinyl composition floor tile (VCT) complying with VA Master Construction Specification 09660, Resilient Tile Flooring shall be provided at locations in Schedule C. All corridor floors shall be covered with composition vinyl tile.

VCT shall be non-asbestos, 1/8 inch thick.

7.8.4.2 RESILIENT SHEET FLOORING:

Resilient Sheet Flooring (RSF) complying with VA Master Construction Specification 09665, Resilient Sheet Flooring shall be provided at locations listed in Schedule C. RSF shall be minimum nominal thickness 0.08 inch; 6 foot minimum width. Foam backed sheet flooring is not acceptable. Rooms to receive RSF shall have 6-inch integral cove base (flash coving).

7.8.4.3 WELDED SEAM SHEET FLOORING:

Welded Seam Sheet Flooring (WSF) shall be provided in accordance with VA Master Construction Specification 09666, Resilient Sheet Flooring (Heat Welded Seams). Rooms to receive WSF shall have 6-inch integral cove base (flash coving).

7.8.5 FLOORING, CARPET:

7.8.5.1 CARPET:

New broadloom carpet shall be used as floor covering areas indicated in Schedule C; such carpet will be acceptable provided it meets or exceeds the requirements in VA Master Construction Specification 09680, Carpet. The successful offeror/lessor shall submit carpet samples and specifications. If pile carpeting is used, it should have a textured, patterned, tight weave and low tight, dense, loop pile. Plush or cut pile is not acceptable.

//Provide new carpet tile as floor covering in those areas indicated in Schedule C of this Solicitation; such carpet tile will be acceptable provided it meets or exceeds the requirements in VA MCS 09680.//

7.8.5.2 INSTALLATION:

Carpet shall be a direct glue down installation following the manufacturer's instructions. All patterns and/or stripes shall match. A seam layout plan shall be provided for broadloom to assure that seams are located out of major traffic patterns.

7.8.5.3 SAMPLES FOR COLOR SELECTION:

When carpet must be newly installed or be changed, the offeror will provide the Government a minimum of four samples of carpeting which vary in color. The color selected shall have the ability to disguise soil in entrance areas and wax-track off in areas adjacent to vinyl composition. A small pattern, tweed or heather effect is most desirable. The sample and color must be approved by the Contracting Officer prior to installation. No substitution will be made by the offeror after sample selection.

7.8.5.4 REPLACEMENT:

Carpet must be replaced at anytime during the lease when it cannot be satisfactorily cleaned, stains removed or when excessive wearing or tearing occurs or unsightly seaming is noticed. The determination will be made by the Contracting Officer. **At a minimum, the carpet will be replaced every eight (8) years.** All replacement work will be done after hours at the Lessor's expense, including moving and replacing furniture.

7.8.6 FLOORING, LATEX MASTIC:

Traffic bearing, trowel applied, vinyl resin, neoprene resin, or polyacrylate resin flooring system, Latex mastic (LM), complying with MCS 09701 shall be provided at locations listed in Schedule C. A reinforced elastomeric waterproof membrane is not required for slab-on-grade installations.

Editing Note: Include following paragraph if central computer room is required by program. Edit height of floor system to match room size required.

//

7.8.7 COMPUTER ROOM FLOORING:

Provide a grid type computer access floor system in the computer room. For computer rooms 1,200 square feet and smaller, depress the floor slab a minimum of 12-inches; or provide access floor system 12-inches above the finished floor. For rooms with areas larger than 1,200 square feet, depress the floor slab a minimum of 18-inches or provide access floor system 18-inches above the finished floor. Provide ramp access at a maximum 1:12 slope for raised floor systems. //An access floor system constructed in existing buildings should provide a minimum of 12 inches clear space.//

//

7.9 WALL COVERINGS:

Walls shall be covered in accordance with "Room Finish Schedule" in Schedule C, or other requirements of this Solicitation. An estimate of base quantities of each type of wall covering that should be included in the proposed rental rate is indicated on Exhibit A of Schedule B-1. Adjustments will be made at the end of the project based on actual measurement and payment will be made per the pre-negotiated unit cost for these items. Colors and patterns shall be as selected or approved by VA.

7.9.1 WALL TILE:

Ceramic wall tile shall be glazed tile. Tile materials and installation shall be in accordance with VA Master Construction Specification 09310, Ceramic Tile. Ceramic tile at showers and wet locations shall be installed over cement backer board or Portland cement mortar on metal lath.

7.9.2 WALL COVERINGS:

7.9.2.1 VINYL WALLCOVERING (W):

Vinyl wall covering shall comply with VA Master Construction Specification 09951, Vinyl Coated Wallcovering. Provide Type II wall coverings with factory applied, clear, delustered poly-vinyl fluoride coatings. Wall coverings shall be mildew and fungi resistant with Class A fire hazard classification.

7.9.2.2 WALLPAPER BORDERS:

Wallpaper borders shall be installed in spaces indicated in Schedule C. Borders shall be vinyl coated, 10-inches in width as noted.

Editing Note: review extent of protective wall covering (rigid PVC) and wall guards (bumper rails). Consider types and severity of anticipated use by carts, wheelchairs, mobile equipment, furniture, etc. in decision on type of protection to be used.

7.9.2.3 PROTECTIVE WALLCOVERING (WP):

Wainscot of rigid PVC protective wall covering (WP) shall be installed on walls in corridors and other locations in accordance with Schedule C. Wainscot material and installation shall be as specified in Schedule C.

7.9.3 MAINTENANCE AND REPLACEMENT:

All wall covering is to be maintained in "like new" condition for the life of the lease. Wall covering must be replaced or repaired at the Lessor's expense, including moving and replacing furnishings (except where wall covering has been damaged due to the negligence of VA), anytime during the occupancy by VA if it is torn, peeling or permanently stained. Ceramic tile must be replaced or repaired if it is loose, chipped, broken or permanently discolored. All repair and replacement work is to be done after working hours.

7.10 PAINTING:

Painting shall include field application of paints, stains, epoxies and other coatings for surfaces and materials not supplied with factory finish or otherwise pre-finished. Wall surfaces shall be painted throughout, except where wall coverings per Paragraph 7.9 above are called for in "Room Finish Schedule" in Schedule C. Materials and application of paints and coating shall comply with VA Master Construction Specifications 09900, Painting and 09815, High Build Glazed Coatings. Provide coating types as scheduled in the specifications and as appropriate for the substrate and exposure.

Immediately prior to VA occupancy, all surfaces designated by VA for painting must be newly painted in colors acceptable to VA. At a minimum, all painted surfaces including public areas must be repainted after working hours at the Lessor's expense every three (3) years. This includes moving and replacement of furniture.

7.11 HANDRAILS, WALL GUARDS AND CORNER GUARDS:

An estimate of base quantities of each type of handrail, wall guard and corner guard that should be included in the proposed rental rate is indicated on Exhibit A of Schedule B-1. Adjustments will be made at the end of the project based on actual measurement and payment will be made per the pre-negotiated unit cost for these items.

Editing Note: review extent of protective wall covering (rigid PVC) and wall guards (bumper rails). Consider types and severity of anticipated use by carts, wheelchairs, mobile equipment, furniture, etc., in decision on type of protection to be used.

7.11.1 HANDRAILS AND WALL GUARDS:

Except in administrative areas, provide handrails and wall guards on both sides of all corridors. Provide chair rail at locations indicated in Schedule C. Materials and installation shall comply with VA Master Construction Specification 10260, Wall Guards and Corner Guards. Provide continuous reinforcing in the wall attachment of handrails and bumper guards.

Editing Note: delete rooms or areas not used in project.

7.11.2 CORNER GUARDS:

7.11.2.1 RESILIENT AND CORROSION RESISTING METAL GUARDS:

Provide resilient or corrosion-resisting-metal corner guards for the external corners of finished interior walls and columns in the paths of wheeled traffic as indicated below. Materials and installation shall comply with VA Master Construction Specification 10260, Wall Guards and Corner Guards.

Corridors of:

//Operating Suites//

Ambulatory Care and Clinical Areas

Warehouse and Receiving Areas

Areas of:

Cart Storage

Pharmacy

//Supply Processing and Distribution//

//Food Preparation and Storage//

//Service Elevator Lobbies//

//Rooms containing dumbwaiters or cart-lift elevators//

Warehouse and Receiving

Use surface applied (full height) resilient-type corner guards on gypsum wallboard//, veneer plaster,// //or plaster //walls. Use corrosion-resisting-metal corner guards on masonry or ceramic tile walls. Corner guards are not required in corridors where continuous handrails and bumper guards are used around external corners.

7.11.2.2 STRUCTURAL STEEL ANGLE GUARDS:

Provide structural steel angle guards, protected from corrosion by painting or galvanizing, for use in corridors and areas of:

Warehouse and Receiving

//Parking Garages and Ambulance Garages//

Provide structural steel angle guards, protected from corrosion by painting or galvanizing, for exterior use in the paths of motor vehicle traffic to the receiving platform (loading dock) and at exposed corners on the platform.

Materials and installation shall comply with VA Master Construction Specification 05500, Metal Fabrications.

7.12 INTERIOR SIGNAGE:

Interior signage shall conform to VA's "Environmental Graphics Design" Program Guide (Signage Manual) and accessibility standards listed in Paragraph 4.6 of this solicitation. (Refer to VA's Internet site for a copy of the signage manual at <http://www.va.gov/facmgt/standard/signage.asp>) and VA Master Construction Specification Section 10440, Interior Signs.

Lessor will develop and submit a signage plan for review and approval by the Contracting Officer during design development. The Lessor will furnish and install interior signs for all rooms, areas, conditions or features in the facility.

7.13 BUILT-IN WORK:

7.13.1 CASEWORK AND COUNTERTOPS:

Plastic laminate casework and countertops shall be in accordance with the requirements in VA Master Construction Specifications Sections 06200, Finish Carpentry and Millwork; 12302, Wood Casework; and 12303, Countertops and Accessories. Type(s), quantities and locations shall be per Schedule B and as shown on conceptual plans.

Special counter tops (wood, stainless steel, chemical resistant laminate, or epoxy) shall be provided as indicated in Schedule B.

7.13.2 COMPUTER WORKSTATIONS AND KEYBOARD TRAYS:

Computer keyboard tray shall be provided at each sit down height and standing height knee space in casework and at each Radiology room control station countertop.

7.13.3 LOCKERS AND SHELVING:

Lockers and shelving shall be in accordance with the requirements in VA Master Construction Specifications. Type(s), quantities and locations shall be per Schedule B and as shown on conceptual plans.

7.14 PLUMBING FIXTURES, TOILETS AND BATHS:

7.14.1 TOILETS:

Toilet partitions shall be in accordance with the requirements in VA Master Construction Specification 10162, Toilet Partitions and Urinal Screens. All toilet stall partitions are to be ceiling hung. Use stainless steel with #4 satin finish for toilet stall partitions, urinal screens, and room entrance screens. Exceptions:

Room entrance screens that double as part of a toilet partition enclosure shall be of typical stud construction, from floor to ceiling.

Do not use toilet stalls or divider partitions in single-user toilet rooms in which only a lavatory and water closet are provided.

Provide ceramic tile flooring and ceramic tile wainscots with paint above as listed in Schedule C.

7.14.2 SHOWERS:

Use ceramic tile applied with thinset Portland cement to concrete-fiber reinforced backer board for shower enclosures and partitions of contiguous areas.

Use non-slip finished ceramic tile floors for showers and contiguous spaces. Depress the structural floor of patient showers and contiguous spaces in new buildings 3 inches and place a 3 inch removable fill on the entire floor area. In new buildings, warp finished floors of patient bath rooms toward showers to assure

drainage to the shower drain.// In existing buildings where standard depression is not feasible, use other means to ensure positive drainage and water tightness.// Floor slopes in and around a shower shall not exceed 5 percent.

Construct all patient showers without curbs. In non-patient shower rooms, provide at least one shower stall without a curb. Provide stainless steel grab bars for all showers.

7.14.3 TOILET AND SHOWER ACCESSORIES:

Types and locations of toilet accessories shall be as indicated in Schedule B of this solicitation. Items to be furnished and installed by the Lessor shall comply with VA Master Construction Specifications 10800, Toilet and Bath Accessories; and 10801, Custom Toilet Accessories.

Lessor shall provide suitable backing and other preparation as necessary for items indicated to be furnished by VA.

7.15 WINDOW TREATMENTS:

All exterior windows shall be equipped with window blinds.

7.15.1 WINDOW BLINDS:

Blinds may be aluminum or plastic vertical blinds, or horizontal blinds with aluminum slats of one inch width or less. The window blinds must have non-corroding mechanisms and synthetic tapes. Materials and installation shall comply with VA Master Construction Specification 12513, Window Shades.

7.15.2 CLOTH WINDOW SHADES:

Provide opaque cloth shades on windows of //radiographic and fluoroscopic rooms,// special procedures rooms, //cardiac catheterization rooms,// eye-clinic rooms,// exterior conference rooms, and rooms containing image intensifiers.

//7.15.3 LIGHTPROOF SHADES:

Provide lightproof shades on windows in electron microscopy rooms, fluorescent microscopy rooms, and eye lanes.

//

Editing Note: Include in police or security area if required by project program. The Holding Room is for short-term detention of offenders or assaultive patients awaiting transportation or transfer.

//

7.16 HOLDING ROOM:

Construct walls for holding room from minimum 4-inch CMU or 7/8-inch PCP (Portland Cement plaster on high-rib lath, VA Master Construction Specification 09205). Design wall studs for plaster partitions for maximum deflection of 1/120 of the wall height. Studs shall be minimum 4-inch 0.059", 16 gauge. Ceiling shall be 5/8-inch GWB. //Walls may be constructed with 5/8-inch abuse-resistant GWB over security mesh on metal studs as specified for plaster finish. Metal lath or plaster base is unacceptable as security mesh. Security mesh shall be flattened, expanded metal manufactured from high strength, low alloy steel and shall conform to ASTM F 1267, Type 11, Class 1, Mill finish. Mesh designation: 3/4 #13F; Mesh Design

Size 0.923 x 2.10 inch; Mesh Opening Size 0.688 x 1.781 inch; 13 meshes per foot, 74 per cent open area; Mesh Strand Width 0.106 inch; Mesh Strand Thickness 0.078 inch; Weight 0.75 pounds per square foot. Provide manufacturer's attachment clips and use recommended fasteners to secure mesh to wall framing.//

The Holding Room should be contiguous with Security Operations Room and contain a shatterproof observation window in the door. The door shall open outward. Door to holding room shall be Door Symbol 22, S-A, HW 10 (refer to VA Standard Details 08100-1, 08100-2 for door symbol and MCS 08700 for hardware set). The holding room shall not have exterior windows.

//Provide one (1) each: motion detector, glass break module, and set of door contacts for holding room door. Locate alarm system key pad on the entrance side of the holding room door. Connect the alarm system for the holding room to the main building alarm system. Zone the alarm system so that the alarm for the holding room can be set and disarmed independent of the main building alarm system.//
//

SECTION 8: SERVICES, UTILITIES, AND MAINTENANCE

8.1 UTILITIES:

The Lessor shall ensure that public utilities necessary for operation are available and operable at the site at the time of final inspection. The Lessor is required to pay any deposits and hook-up fees relative to utilities (water-tap fee, water connection fee, sewer connection fee, sewer tap fee, etc.).

The cost of utilities is not included as part of the rental consideration. VA will pay all expenses related to utility usage (electricity, telephone, internet service, cable media, gas, water, and sewage) for space occupied and utilized by VA.

Editing Note: following paragraph would apply in multi-tenant buildings or campus. Consider deleting the separate meters if all space is occupied by VA.

//The Lessor shall provide separate meters to measure VA usage versus Lessor usage. Pro-ration is not permissible. The Lessor shall furnish to the Contracting Officer prior to occupancy by VA, written certification of the meter numbers and certification that these numbers measure VA usage only.//

Editing Note: Edit following paragraph as required identifying special project requirements.

8.2 BUILDING MAINTENANCE AND CLEANING BY LESSOR:

8.2.1 BUILDING MAINTENANCE BY LESSOR:

8.2.1.1 LESSOR'S RESPONSIBILITIES:

The Lessor is responsible for total maintenance of the leased premises in accordance with Paragraph 14, GSA Form 3517B; **including special equipment items specified in Schedule B to be maintained by the Lessor.** Maintenance of special equipment items identified in Schedule B to be maintained by VA is excluded from the Lessor's responsibility.

The Lessor must have a building superintendent or a local, designated representative available to promptly correct deficiencies or attempt to correct deficiencies upon written or oral notice of such condition from VA. The Lessor's superintendent or designated representative shall correct or attempt to correct deficiencies within the timeframes specified in the O&M Plan (Paragraph 8.4 below) and agreed to by the Government. If no substantial attempt has been made to correct the deficiencies within the specified time, action will be taken by VA to correct such deficiencies and the cost of repairs will be deducted from the next month's rental payment.

The Lessor shall provide the labor, material and supervision to adequately maintain the structure, the roof, the exterior walls, windows, doors and any other necessary building appurtenances to provide watertight integrity, structural soundness, and acceptable appearance.

The Lessor's maintenance responsibility includes initial supplies of all items, materials, and equipment necessary for such maintenance. All maintenance work will be done in accordance with applicable local Building Codes and ordinances, and inspection certificates will be displayed as appropriate.

Maintenance by Lessor includes, but is not limited to, interior and exterior care of the building and the site; all sidewalks, parking areas, driveways, private access roads, lawns, and shrubbery; utilities; and building service equipment; including all repairs and replacements. All equipment and systems shall be maintained to provide reliable service without unusual interruption, disturbing noises, exposure to fire or safety hazards, or unusual emissions of dirt.

8.2.1.2 FREQUENCY OF MAINTENANCE

As a minimum, the Lessor shall perform the following at the frequency indicated:

8.2.1.2.1 Weekly:

Mow and edge lawns weekly during the growth season.

8.2.1.2.2 Monthly:

Remove weeds from around building, parking areas, all landscaped areas (including lawn), and fence borders (both sides of fence).

Mow and edge lawns at least once a month during the dormant season.

Trim and prune shrubbery and trees to maintain an attractive appearance. Shrubbery shall not be allowed to grow up and cover windows.

8.2.1.2.3 Quarterly:

Provide interior and exterior extermination of insects and rodents. Use of chemicals shall conform to EPA and State requirements. The Lessor shall provide additional service at the request of VA, if any signs of re-infestation appear.

8.2.1.2.4 Semi-Annually:

Replace all filters in HVAC system. Replace on a more frequent basis if required by the manufacturer's recommendations.

8.2.1.2.5 Annually:

Clean interior of all double walled HVAC units and drain pans. Cleaning shall be done at times when clinic is not in operation.

Re-mulch all planting beds.

8.2.1.2.6 As Required:

Lessor is responsible for the repair and replacement of all light fixture ballasts and starters (refer to GSA Form 1217). Lessor shall replace burned out bulbs and fluorescent tubes in interior light fixtures.

Lessor is responsible for replacement of worn floor or wall coverings (this includes the moving and returning of furnishings and equipment), unless caused by negligence on the part of VA.

Provide interior extermination of insects and rodents upon any sign of infestation. Use of chemicals shall conform to EPA and State requirements.

Water the grass and plantings as necessary to maintain their health and attractive appearance.

Fertilize all lawn areas at least three times per year. Fertilizer application prior the start of the growth season shall contain weed killer per manufacturer's recommendations.

Fertilize plants and trees with type of fertilizer recommended by manufacturer. Fertilize with frequency recommended by manufacturer of type of fertilizer used.

Dead plantings or lawn shall be replaced with like kind immediately. Partially dead plantings may be trimmed if, after trimming, a good appearance is maintained.

Rake and remove leaves to ensure a good appearance of the site.

Clean HVAC units inside and out upon any signs of mildew or bacterial growth.

Pans in HVAC units shall be treated as required to prevent mildew or bacterial growth.

//Before working hours //7:30 a.m. to 5:00 p.m.// //[]// remove snow and ice from all entrances, sidewalks parking lots and approaches. In the event of snow or freezing rain during working hours, removal must occur within one hour from receipt of notification by VA staff. Chemicals or sand may be used to reduce safety hazards.//

8.2.2 EXTERIOR CLEANING BY LESSOR:

8.2.2.1 LESSOR'S RESPONSIBILITIES:

The Lessor shall maintain the leased premises to provide a clean, neat, and attractive appearance by performing the functions described below.

8.2.2.2 WASTE AND RECYCLING:

The Lessor shall provide an //8// //[]// **cubic yard** covered dumpster to be located near the loading dock. Collect and remove refuse, trash and garbage //daily// //[]//. Recycling of paper, //[]// and cardboard is required. The Lessor shall provide the proper recycling receptacles, collect and remove recycled materials //weekly// //[]//. The Lessor shall have no responsibility for disposing of hazardous or pathological waste.

8.2.2.3 EXTERMINATION:

Extermination of insects and rodents shall be provided on a regular basis (minimum of every three (3) months), and upon any sign of infestation. Use of chemicals shall conform to EPA and state requirements. If any signs of re-infestation appear, additional service shall be provided by the Lessor at the request of VA.

8.2.2.4 FREQUENCY:

As a minimum, the Lessor shall perform the following at the frequency indicated:

8.2.2.4.1 Daily:

Building entrances, smoking shelter, and gazebo: Pick up trash, litter, debris, and cigarette butts around building entrances, smoking shelter and gazebo.

8.2.2.4.2 Three Times Weekly:

Sweep landings, steps, and sidewalks.

Police all sidewalks, parking areas, green areas, planting beds, driveways, lawns, shrubbery, outside loading dock areas, platforms, etc., to maintain a neat and attractive appearance. This shall include, but not be limited to, the removal of cigarette butts, debris, litter, trash, limbs, etc. (including on both sides of fences).

8.2.2.4.3 Quarterly:

Lessor shall clean bugs from the interior of exterior light lenses.

Clean balconies, ledges, courts, areaways, gutters, and flat roofs.

//Clean mildew from exterior of building, smoking shelter, sidewalks including roof areas, etc. //

8.2.2.4.4 Semi-Annually:

Wash outside of all exterior windows; glass located over and in exterior and vestibule doors; and all exterior plate glass around entrances, lobbies, vestibules, and skylights.

8.2.2.4.5 Annually:

Clean exterior of building. Remove all spider webs, wasp nests, dirt dobber nests, stains, etc.

Editing Note: delete Paragraph 8.2.3 and all sub-paragraphs if interior cleaning is by VA (see Paragraph 8.8). If interior cleaning is to be provided by the Lessor, retain and edit the following paragraphs to suit project requirements.

//8.2.3 INTERIOR CLEANING BY LESSOR:

8.2.3.1 LESSOR'S RESPONSIBILITIES:

The Lessor shall furnish all supplies, materials machinery, appliances, supervision, and labor necessary to provide complete janitorial services for the clinic. Services shall be provided in all interior areas of the leased premises to provide a clean, neat, and attractive appearance by performing the functions described below. The Lessor shall make careful selection of cleaning products and equipment to ensure they are packaged ecologically; environmentally beneficial and/or recycled products that are phosphate-free, non-corrosive, non-flammable, and fully biodegradable; and minimize the use of harsh chemicals and the release of irritating fumes. The Lessor shall select paper and paper products with recycled content conforming to EPA's CPG. Performance will be based on the Contracting Officer's evaluation of results, not the frequency or method of performance.

Cleaning crew shall turn off lights as necessary and check all doors on completion of the work to insure that doors are locked. Insure that security alarm is set before leaving if there are no VA personnel on the premises.

8.2.3.2 MATERIALS AND PROCEDURES:

8.2.3.2.1 Standards

It is the Lessor's responsibility to maintain the clinic in a condition that meets all housekeeping and sanitation requirements of this solicitation and the current standards of the Joint Commission for the Accreditation of Hospitals and Outpatient Clinics (JCAHO).

The Lessor shall be responsible for providing a weekly certification in writing to the Government that all required cyclic cleaning has been completed.

8.2.3.2.2 Work Schedule

Work will be accomplished at times indicated. Work schedule shall be from 6:30 AM to 11:00 PM, Monday through Friday. The Lessor shall insure that sufficient employees are available to prepare the clinic to see patients at 8:00 AM, to be available to clean up spills, keep the public and specimen collection toilet rooms clean, and keep the toilet rooms stocked with sufficient paper products and soap. Mechanical equipment such as vacuum cleaners, burnishers, scrubbing machines, etc. will not be used during the hours of 7:30 AM to 5:00 PM.

8.2.3.2.3 Janitorial Staff and Supervision

Janitorial staff will have access throughout the building; therefore, none of the janitorial staff may have a police record for anything more serious than traffic or parking violations.

There shall be a janitorial staff supervisor on duty at all times when janitorial staff is in the building. Any person whose work or conduct is found to be unacceptable by the Government shall be removed from the janitorial staff.

Janitorial staff shall carry a pager when working in the clinic during normal duty hours. Pager number shall be provided to the Government.

Smoking is permitted in designated areas only. Possession of weapons is prohibited. Enclosed containers, including tool kits, shall be subject to search.

Janitorial company's standard uniforms are acceptable, if they clearly identify the company and the occupation is clearly understood. Janitorial staff will be required to wear photo identification badges.

8.2.3.2.4 Safety and Special Procedures

The Lessor shall consider the clinical environment and insure that the janitorial staff is instructed on applicable safety precautions and special requirements. These requirements may include, but are not limited to, such conditions as cleaning of human secretions, blood, barium, etc. from both floors and walls. Lessor will be notified of isolation areas that need terminal cleaning. Terminal cleaning is defined as complete wipe down of all sinks, walls, countertops, casework, exam tables, etc. with germicide and mopping of the floor with germicide. These areas require the use of gloves, gowns, masks, and shoe covers, which will be provided by the Government. The Lessor shall be responsible for collecting of sharps containers and hazardous materials. See "ALL AREAS" below under "Daily Cleaning Requirements" for method of handling sharps containers and hazardous waste.

The janitorial staff shall comply with applicable Federal, State, and Local safety and fire regulations and codes. The Lessor shall immediately bring to the attention of the Government any fire and safety deficiencies. The Lessor shall take such safety precautions as necessary to protect the lives and health of occupants of the building.

8.2.3.2.5 Equipment and Materials

All equipment and materials used in the performance of this contract will be cleaned and stored properly at the end of the workday. Cleaning carts and/or equipment will not be left unattended for any reason while patients are in the clinic. Lessor shall insure all equipment, tools, and supplies meet necessary safety requirements and janitorial staff have full working knowledge of their use.

An EPA registered germicide will be used to clean all patient areas, floors, examination tables, and medical equipment. The Lessor shall provide all labor, materials, supplies, machinery, and appliances that may be necessary or appropriate in the performance of janitorial services. The Lessor shall provide supplies such as toilet tissue, multifold paper towels, toilet seat covers, and Medicated Vestal hand soap. The Lessor shall provide plastic linings for all trash receptacles. Provide clear plastic linings for non-hazardous waste trash receptacles and red plastic linings for hazardous waste trash receptacles. Housekeeping aide closets are located throughout the clinic for storage of supplies and equipment. The Lessor shall keep a minimum of two weeks stock of supplies on hand. All accumulated waste shall be removed and disposed of in the dumpster. Hazardous waste and sharps containers shall be picked up and stored in designated storage area. Supplies to be used shall be approved by the Government. Specifications for supplies are as follows:

Toilet tissue: Roll type, 4-1/2 inches wide, single ply.

Paper towels: Multi-fold, 10-1/8 inches wide.

Hand soap: Medicated Vestal.

Part I: Basic Solicitation Requirements– Page 160 of 169

Trash receptacle liners: (a) Polyethylene, flat type, 33 inches long, 52 inches wide, .66 millimeters thick; (b) Polyethylene, flat type, 24 inches long, 33 inches wide, .31 millimeters thick; (c) Polyethylene, red bags (biohazard) 33 inches long, 52 inches wide and 24 inches long, 33 inches wide.

Carpet shampoo and soil resistant treatment: Non-allergenic type.

Furniture polish: Spray type for use on wood and wood veneer.

Window cleaner: Ammonia type sufficient to remove smoke film and dust.

Air freshener cartridges in bathrooms: Johnson Wax Good Sense.

Upholstery cleaners: Dry or foam type recommended for fabric upholstery.

Germicide: EPA registered.

Resilient floor tile cleaner and maintainer as recommended by manufacturer of resilient flooring.

Floor finish: High-speed floor finish as recommended by manufacturer of resilient flooring.

Floor sealer as recommended by manufacturer of resilient flooring.

Floor stripper as recommended by manufacturer of resilient flooring.

Toilet Seat Covers: Paper, white.

A copy of the MSDS sheets for all products used shall be maintained at the clinic and shall be available for review by VA upon request.

8.2.3.3 DAILY CLEANING REQUIREMENTS:

8.2.3.3.1 Building Entrances:

Pick up trash and cigarette butts around entrances and vestibules.

Empty trash receptacles.

8.2.3.3.2 Primary Care Area:

During the hours of 6:30 AM to 8:00 AM, Monday through Friday.

All primary care area floors shall be wet mopped using a germicide before patients are seen.

Wipe down all exam tables with a clean cloth dampened with germicide.

Clean and disinfect sinks and countertops.

Clean and refill soap dispensers.

Clean mirrors.

8.2.3.3.3 Specialty Care Area

Treatment rooms shall be cleaned and disinfected after each patient procedure.

During the hours of 4:00 PM to 11:00 PM:

All floors shall be wet mopped using a germicide.

Wipe down all exam tables with a clean cloth dampened with germicide.

Clean and disinfect sinks, countertops, equipment, etc.

Wipe down all walls with a clean cloth dampened with germicide.

Clean and refill soap dispensers.

Clean mirrors.

8.2.3.3.4 All Areas- During the hours of 8:00 AM to 4:00 PM.

Trash receptacles shall be emptied and liners changed. Trash shall be removed from the building and placed in appropriate containers. Boxes and other empty containers, to be disposed of, shall be removed from the building and placed in appropriate containers.

Hazardous waste and full sharps containers shall be collected in red plastic bags and placed in cardboard boxes provided. Cardboard boxes shall be sealed with tape and placed in hazardous collection room for removal and disposal off site by others.

Spills, body fluids, etc. shall be cleaned from floors and walls immediately upon notification.

Remove black scuff marks from corridor floors as necessary.

8.2.3.3.5 All Areas- During the hours of 4:00 PM to 11:00 PM

Complete other required janitorial services.

Dust furniture, desks (do not disturb papers on desks), machines, phones, file cabinets, window ledges, etc.

All resilient tile floor areas shall be swept and wet mopped with germicide.

Electrical Equipment shall only be used during these hours.

Carpeted areas and mats shall be vacuumed. Carpet sweeper is not acceptable.

Spot clean any carpet stains.

Spot clean walls and doors.

8.2.3.3.6 Direct Patient Care Areas-: During the hours of 4:00 PM to 11:00 PM

Janitorial services in direct patient care areas such as clinics, X-ray, dental, laboratory, Rehab Medicine, etc.

Sweep and wet mop with germicide.

Wipe down all exam tables with a clean cloth dampened with germicide.

Clean and disinfect sinks and countertops.

Clean and refill soap dispensers.

Clean mirrors.

8.2.3.3.7 All Restrooms- During the hours of 8:00 AM to 4:00 PM.
All restrooms shall be swept and wet mopped at least twice each day.

All paper products and hand soap shall be replenished.

All surfaces, including commodes, urinals, walls, mirrors, counters and sinks, shall be cleaned and disinfected. Sponges and cloths shall not be used to clean commodes and urinals. Commodes and urinals shall be cleaned with disposable items that are disposed of after cleaning commode and/or urinal in each toilet room. Items used to clean commodes and urinals shall not be used in turn for cleaning other items or wiping down other surfaces. Clean exterior of commodes and urinals first, followed by cleaning of the interior.

8.2.3.3.8 Ceramic Tile Areas (Other than restrooms)- During the hours of 4:00 PM to 11:00 PM

Ceramic tile floors shall be swept and damp mopped. If dirt build-up occurs, ceramic tile floors shall be scrubbed when determined that it is required by COTR.

8.2.3.3.9 Corridors, Waiting Areas, Administrative Areas, Mental Health- During the hours of 4:00 PM to 11:00 PM.

The areas shall be swept, wet mopped with a neutral cleaner, and burnished.

Carpeted areas shall be vacuumed.

8.2.3.3.10 Pharmacy, Warehouse, SPD, Biomedical Engineering, Telephone Room, Conference Rooms (if unoccupied)- During the hours of 8:00 AM to 4:00 PM.

The areas shall be swept, wet mopped with a neutral cleaner, and burnished.

Areas with cushioned flooring shall be maintained in accordance with manufacturer's recommendations.

Carpeted areas shall be vacuumed.

Restrooms shall be swept and wet mopped once each day and all paper products and hand soap replenished. All surfaces, including commodes, urinals, walls, mirrors, counters and sinks, shall be cleaned and disinfected.

8.2.3.3.11 Shower Areas- During the hours of 4:00 PM to 11:00 PM

Clean walls and floors with disinfectant.

8.2.3.3.12 Waiting Room Tables, Doors, Walls and Trim:

Dust tables, ledges, sills, moldings, and baseboards.

8.2.3.3.13 Mirrors and Glass Cleaning:

Clean all mirrors and glass at entrances (fingerprints and smudges).

//8.2.3.3.14 Screened Porches:

Sweep daily.//

8.2.3.3.15 Housekeeping Aide Closets:

Clean daily including sinks, floors, and shelves.

8.2.3.3.16 Isolation Rooms:

Any room where patients with suspected infectious disease have been examined will be thoroughly cleaned with germicide (terminal cleaning).

8.2.3.3.17 Water Coolers:

Clean water coolers. Housing shall be wiped down. Particular attention shall be given to top surface and spout to prevent lime build-up, bacterial growth, etc.

8.2.3.3.18 Canteen and Vending Areas:

Spot clean floors, walls, counters, cabinets, sink, microwave, etc. twice daily to eliminate spills, food items, trash, etc.

8.2.3.4 THREE TIMES WEEKLY:

Collect, remove, and dispose of refuse, trash, and garbage from trash collection area.

Apply resilient floor tile cleaner and maintainer to all resilient tile floors and burnish.

8.2.3.5 WEEKLY CLEANING REQUIREMENTS:

8.2.3.5.1 Furniture:

Clean as necessary, but no less than weekly. Vacuum upholstered furniture.

8.2.3.5.2 Carpeted Areas and Mats:

Spot clean as necessary.

8.2.3.5.3 All Restrooms:

Scrub floors and ceramic tile base and wipe down with germicide. Clean ceramic tile walls and wipe down with germicide. Spot wash painted walls as necessary. Damp wipe toilet stall partitions and waste receptacles with germicide.

8.2.3.5.4 Shower Areas:

Scrub ceramic tile floors and walls and wipe down with germicide. Clean grout between tiles in patient and employee showers.

8.2.3.5.5 Doors, Walls, and Trim:

Spot wash (for fingerprints, smudges, etc.) as necessary but no less than once weekly.

8.2.3.5.6 Glass Cleaning:

Clean interior and exterior of door and entrance glass.

Waiting Areas, Lab, Exam Rooms, Offices, Treatment Rooms
Spot clean walls as necessary, but no less than weekly.

8.2.3.6 MONTHLY CLEANING REQUIREMENTS:

8.2.3.6.1 Furniture:

Polish all furniture as necessary, but no less than monthly.

8.2.3.6.2 Air Conditioning Grilles and Registers:

Vacuum all grilles and registers.

8.2.3.6.3 Waiting Areas, Labs, Exam Rooms, Offices, Treatment Rooms:

Wash waste receptacles with germicide.

8.2.3.6.4 Floor Maintenance of Resilient Tile Areas:

Apply cleaning soap, as recommended by resilient tile manufacturer, scrub and re-wax hallways, waiting rooms, and lobbies. Apply cleaning soap, as recommended by resilient tile manufacturer, scrub and re-wax other resilient tiled areas as required.

8.2.3.7 QUARTERLY:

Dust window coverings/blinds.

Dust handrails and handrail brackets.

8.2.3.8 SEMI-ANNUAL CLEANING REQUIREMENTS:

8.2.3.8.1 Furniture:

Shampoo upholstered furniture during January and July.

8.2.3.8.2 Carpeted Areas and Mats:

Have carpets professionally steam cleaned and soil resistant treatment applied during January and July. Spot clean as needed.

8.2.3.8.3 Floor Maintenance of Resilient Tile Areas:

Strip floors, apply sealer, apply wax and refinish all resilient tile floors.

8.2.3.8.4 Glass:

Wash inside glass and clean interior of all window frames and window stools.

8.3 NORMAL HOURS:

Normal working hours are //7:30 a.m. to 5:00 p.m.,// //[_____] ,// except Saturdays, Sundays and Federal holidays.

8.4 BUILDING OPERATING PLAN:

Offerors shall submit a building operating plan with the offer. Such plan shall include a schedule of startup and shutdown times for operation of each building system, such as lighting, cooling, ventilation, and plumbing, which is necessary for the operation of the building. Such plan shall be in operation on the effective date of the lease.

The Lessor shall submit an Operations and Maintenance Plan narrative as required in Part II, Schedule A.

8.5 OVERTIME USAGE:

Government shall have access to air-cooled or heated leased space at all times, including the use of elevators, toilets, and lights without additional payment.

8.6 FLAG DISPLAY:

The Government will be responsible for flag display.

8.7 SECURITY:

The Government shall provide security personnel to prevent illegal entry or loitering in the leased space and to prevent unauthorized entry during duty hours.

The Lessor shall be responsible for providing security to prevent unauthorized entry after normal working hours.

8.8 VA CLEANING RESPONSIBILITY:

Editing Note: use following two paragraphs if interior cleaning is by VA.

//The Government shall maintain the interior of the leased premises in a clean condition. The Government shall provide supplies and equipment.

VA shall have no cleaning responsibility for the outside of the leased premises.//

Editing Note: use following paragraph if interior cleaning is by lessor.

//VA shall have no cleaning responsibility for the interior or exterior of the leased premises. The Lessor shall have responsibility for interior janitorial services and shall maintain the interior of the leased premises as described in Paragraph 8.2.3. The Lessor shall provide all cleaning supplies and equipment.//

Editing Note: following paragraph applies to all facilities.

The Government will be responsible for the disposal of hazardous or pathological waste which has been properly stored in designated store room. See Paragraph 8.2.3.3.4.

SECTION 9: SAFETY, FIRE PROTECTION, AND ENVIRONMENTAL MANAGEMENT

9.1 GENERAL:

Space offered must have a current occupancy permit issued by the local jurisdiction.

Lessor shall inspect, test and maintain building systems, fire and life safety systems and equipment as required by the more stringent of NFPA guidelines or local codes. Lessor shall submit documentation as acceptable to the Contracting Officer of tests, report and maintenance logs.

As a minimum, systems and equipment for which inspections and reports include, but are not limited to, those systems as enumerated in NFPA 99, other applicable NFPA guidelines, and the following:

- Essential Electrical System
- Gas and Vacuum Systems
- Environmental Systems
- Fire Doors and Shutters
- Portable Fire Extinguishers
- Automatic Fire Sprinkler Systems
- Standpipe Systems
- Fire Detection and Alarm Systems

9.2 CODE VIOLATIONS:

Equipment, services, or utilities furnished, and activities of other occupants, shall be free of safety, health, and fire hazards. When hazards or code violations are detected, they must be promptly corrected at the Lessor's expense. Where requirements conflict, the decision of the Contracting Officer shall be final.

9.3 SPECIAL ENVIRONMENTAL REQUIREMENTS:

All project planning and development shall comply with the National Environmental Policy Act of 1969.

As required, special building equipment to treat and exhaust the atmosphere toxic gases produced by the agency program equipment will be provided. In addition, provide within all clinical laboratories and other areas designated in the equipment drawings, exhaust air suitable to meet the special requirements and up to 100 percent fresh air. All such installations shall comply with appropriate OSHA, EPA or related regulations of the local community.

SECTION 10: INSTRUCTIONS AND PREPARATION

10.1 NOTICE TO OFFERORS:

Offerors must read all parts of this Solicitation. All forms required for offer are included in this Solicitation. Any additional information must be requested in writing. **Oral instructions are not binding.**

When there is a discrepancy between this Basic Solicitation and GSA forms, the Basic Solicitation will prevail.

NOTE: Current GSA forms are available electronically from the GSA web page at the following address: <http://hydra.gsa.gov/pbs/pe/standcla/standcla.htm>

Offerors may utilize these current electronic versions of GSA forms to fill in the appropriate information in lieu of using hardcopy versions provided elsewhere in this Solicitation and filling in the information by hand.

10.2 DEVIATIONS:

Offers will be construed to be in full and complete compliance with this Solicitation unless the Offeror describes any deviation in the offer. The Contracting Officer shall make decisions regarding deviations that cause the offer to be non-responsive.

10.3 ERASURES OR CHANGES:

The person signing the offer must initial erasures on, or changes to, the offer forms.

NOTE: Agents must submit a valid copy of a notarized agreement authorizing him/her to submit offer and negotiate on behalf of owner/developer.

10.4 COMPLETION OF GSA FORM 3518:

The Offeror must submit with the offer a signed copy of GSA Form 3518, Representations and Certifications, with all information completed as requested.

10.5 PREPARATION OF GSA FORM 1217:

The Offeror must submit a signed copy of GSA Form 1217, Lessor's Annual Cost Statement, with the offer. Directions for completion of the form are on the back of the form.

10.6 PREPARATION OF GSA FORM 1364 (REVISED 5/98):

The following instructions will assist you in completing GSA Form 1364, Proposal to Lease Space. **Offers must be submitted in Net Usable Square Feet (NUSF).**

Section I - Description of Premises

Blocks 1 – 7: Enter the general information about the site/building, including address; number of floors. Enter total amount of Net Usable Square Feet of space offered. Do not break out the space by type. Enter floor load, type of construction, and building age. If not applicable, place N/A in appropriate block(s).

Section II - Space Offered and Rates

Blocks 8 – 11: Indicate whether space is Full or Partial Floor, enter the number of Net Usable Square Feet of space offered. If not applicable, place N/A in appropriate block(s).

Enter the Net Usable Square Foot rate per year for the Initial Term, **including** costs of special requirements as described in Schedule B and as specified in this Solicitation (refer to Section 1.8, Proposals) to be provided by the Lessor.

Enter the Net Usable Square Foot rate per year for the Renewal Option, **including** costs of special requirements as described in Schedule B and as specified in this Solicitation (refer to Section 1.8, Alternate Proposals) to be provided by the Lessor. Alternate Proposals may be submitted in Block 21, ALTERNATES, or on plain bond paper, attached to the form, and signed by the Offeror.

Proposals excluding cost of special requirements may be submitted in Block 21, ALTERNATES, or on plain bond paper, attached to the form, and signed and dated by the Offeror.

Block 11: Determine the Composite Square Foot Rate Per Annum.

Block 12: Determine the cost per square foot for operating cost base rate (line 27 of the 1217), the cost per square foot for base year taxes (line 28 of the 1217), estimated total cost of buildout and estimated amortization rate for buildout. **Note: Buildout = Total Construction Costs**

Block 13: Enter number of Parking Spaces offered (inside and outside) and indicate any cost to the Government, if applicable.

Section III - Lease Terms

Blocks 14 – 21: Enter information regarding Initial Lease Terms and Renewal Options of any Alternate Proposals, Schedule B lump sum costs, Rentable Square Foot Rate and Square Footage, Lists of Attachments, and any Additional Remarks., List of Attachments, Alternates, and any Additional Remarks.

Section IV - Owner Identification and Certifications

Blocks 22 – 27: Indicate the Offeror's interest in the offered property. Specify if other than owner or agent. Agents must submit a valid copy of a notarized agreement authorizing him/her to submit and negotiate on behalf of the owner/developer. If the Offeror is a partnership, VA must receive written evidence, by agreement or otherwise, that the person signing this offer has been authorized to do so by all partners. If the Offeror is a corporation, VA must receive a corporate resolution, signed by the Secretary of the corporation under corporate seal that sets forth all officers of the corporation and indicates which are authorized to bind the corporation.

Complete, sign, and date offer.

NOTE: OFFER WILL BE RECEIVED UNTIL 4:00 PM (ET), [insert date due], AT THE ADDRESS CONTAINED IN PARAGRAPH 1.7 OF THIS SOLICITATION. ENVELOPE SHOULD BE IDENTIFIED IN THE LOWER LEFT HAND CORNER WITH THE WORDS:

"[insert location of project] OPC - SFO NO. V101-183R-xxx-xxx-xx"

PART II

SCHEDULE A

PART II SCHEDULE A

OPERATIONS AND MAINTENANCE (O&M) PLAN

Editing Note: Items 1 through 4 below define level of detail required in the Lessor's Operating Plan and VA's expectations regarding service calls.

This lease will require the Lessor to maintain the building, building equipment and systems, and the exterior premises over the term of the lease in accordance with the General Clauses (GSA form 3517B) and Section 8 of the Basic SFO.

1. The Government requires assurance that the building will be kept in good condition with high quality, professional management and maintenance over the full term of the lease. Consequently, the proposed O&M Plan for the building will be carefully evaluated.
2. The Lessor shall identify and provide addresses and contact information for entities that will maintain the leased premises (Lessor's building superintendent, designated local property management firm, and any contractors or subcontractors).

The Lessor shall describe the organization and structure the workforce of both operations and maintenance personnel. Organization charts; staffing plans indicating trades, number of personnel, and experience levels; and operating schedules shall be provided for evaluation.

Lessor shall outline procedures for dealing with scheduled and non-scheduled maintenance and repairs.

3. The O&M Plan shall indicate how the scheduled (routine) maintenance and repair of the building will be managed. For each activity in the O&M plan, the Lessor shall identify the responsible entity and frequency of the maintenance.
 - a. Exterior maintenance, including landscaping and grounds, irrigation system, trash removal, exterior lighting, parking lot, pest control, window washing, and general litter pick up shall be discussed.
 - b. Interior maintenance shall be described, including HVAC, plumbing, electrical, pest control, Schedule B items, and any janitorial maintenance associated with services provided by the Lessor.
 - c. Describe how the Lessor will provide quality control to ensure that all services described in the O&M Plan are, in fact, provided, and how the Lessor will maintain quality and appearance of the entire building over the term of the lease.
4. For non-scheduled repairs, the O&M Plan shall describe how service calls (emergency and routine) will be addressed. Identify contact information for both normal working hours and for off-hours and holidays. Quantify response times for on and off-site maintenance entities.
 - a. Service calls will be classified as emergency calls when the condition constitutes an immediate danger to personnel, threatens to damage property, or has a direct impact on operations or security. Classification of calls as emergency shall be at the sole discretion of the government. During normal working hours, Lessor's on-site superintendent shall respond immediately upon notification. Emergencies occurring at other than normal working hours shall be responded to (on scene) within 60 minutes of receipt of call. Lessor shall repair or neutralize the emergency

condition before departing the site. If necessary, Lessor shall acquire material by quickest available means and include work outside normal hours. If further labor or materials are required after the emergency is neutralized, the Lessor shall have the repairs completed within three (3) working days or within such other reasonable time as agreed to by the government. The Lessor shall have available generally used spare parts and common building materials to support emergency requirements. Lack of standard material shall not be a cause for non-performance.

- b. Service calls will be classified as routine when the condition does not qualify as an emergency call. Eighty-five (85%) of all routine calls shall be completed within five (5) working days after the receipt of the call, with remainder being completed within ten (10) working days.

Editing Note: Exhibit I provides additional breakdown of cost components included in Parts I and II of GSA form 1217. In particular, Part II of Exhibit I provides detailed breakdown of 'Building Maintenance and Reserves for Replacement' which is shown on a single line in GSA 1217. Note that utility costs are excluded from totals in Exhibit I, but will be included in GSA 1217 if they are part of the lease payment.

- 5. The Lessor shall specify in detail, utilizing the Maintenance Cost Worksheet (attached as Exhibit I), those items that are included in the O&M Plan for both annual operating and maintenance expenses, and reserves for replacement. The totals of these estimated expenses shall be entered on the appropriate lines on GSA Form 1217, Lessor's Annual Cost Statement.

Editing Note: Include Paragraphs 6 through 10 below if a Funded Maintenance Account will be required.

- 6. // The O&M Plan must detail how the Funded Maintenance Account (FMA) will be established and how it will be managed. Upon acceptance of the facility by the Government, the Lessor shall immediately establish a FMA in trust for VA in an interest-bearing account provided by the Government and place the equivalent of twenty-five percent (25%) of the Annual Reserve Grand Total (Line 71) from Maintenance Cost Worksheet, Exhibit I, into the FMA. At the next quarterly installment and each year thereafter during the lease term, including any renewal options, the amount of the annual reserve grand total is to be paid into the FMA in quarterly increments. The funds are to be made available for all Lessor provided maintenance services, repairs, and replacements.
- 7. At the beginning of the second year and all subsequent years of the lease term, including all renewal options, the operating costs base will be adjusted based on the Consumer Price Index (CPI). Refer also to Paragraph 3.6 of the Solicitation For Offers.
- 8. Shortfalls to cover any unforeseen maintenance, repair or replacement expenditure over and above what is listed in a particular category will be the responsibility of the Lessor.
- 9. At the end of the VA's lease term, including all renewal options, the remaining balance in the FMA account will be released to the Lessor; and the Government will make no claims against the remaining funds.
- 10. Based upon all the information submitted with the offer, the Government shall require the successful Lessor to execute the "Property Management Agreement," a copy of which is attached as Exhibit II.//

Attachments: Exhibit I – Maintenance Cost Worksheet.

Editing Note: Include Exhibit II if a Funded Maintenance Account will be required.

//Exhibit II –Sample of the Property Management Agreement.//

Part II Schedule A Page 3 of 9

EXHIBIT I MAINTENANCE COST WORKSHEET				
1. SOLICITATION FOR OFFERS		2. BUILDING NAME AND ADDRESS (No., street, city, state, and zip code)		
PART I – ANNUAL OPERATING EXPENSES		MATERIALS	Labor	Total
A. Cleaning, Janitor and/or Char Service				
3. Salaries (Enter on Line 5 GSA form 1217)				
4. Supplies (wax, cleaners, cloths, etc.) (Enter on Line 6 GSA form 1217)				
5. Contract Services (window washing, waste and snow removal) (Enter on Line 7 GSA form 1217)				
B. Heating System Maintenance and Repair				
6. Salaries (Enter on Line 8 GSA form 1217)				
7. Filters, belts, lubricants, fluids, supplies				
8. Labor (includes contracted work)				
9. Subtotal Heating System (Add Lines 7 and 8. Enter result here and on Line 10 GSA form 1217)				
C. Electrical System Maintenance and Repair				
10. Bulbs, Tubes, Starters (Enter on Line 12 GSA form 1217)				
11. Ballasts, fixtures, devices, etc.				
12. Small tools and expendable supplies				
13. Labor (includes contracted work)				
14. Subtotal Electrical System (Add Lines 11 to 13. Enter result here and on Line 14 GSA form 1217)				
D. Plumbing System Maintenance and Repair				
15. Soap, towels, tissues not in Line 4 above (Enter on Line 16 GSA form 1217)				
16. Fixtures, pipe and fittings				
17. Small tools and expendable supplies				
18. Labor (includes contracted work)				
19. Subtotal Plumbing System (Add Lines 16 to 18. Enter result here and on Line 17 GSA form 1217)				
E. Air Conditioning System Maintenance and Repair				
20. Filters, belts, lubricants, fluids, supplies				
21. Labor (includes contracted work)				
22. Subtotal A/C System (Add Lines 20 to 21. Enter result here and on Line 19 GSA form 1217)				
F. Elevators				
23. Salaries (operators, starters, etc) (Enter on Line 20 GSA form 1217)				
24. Small tools and expendable supplies				
25. Labor (includes contracted work)				
26. Subtotal Elevators (Add Lines 24 and 25. Enter result here and on Line 21 GSA form 1217)				
G. Miscellaneous				
26. Building Engineer/Manager (Enter on Line 22 GSA form 1217)				
27. Security (Watchmen, Guards) (Enter on Line 23 GSA form 1217)				
28. Social Security Tax and Workmen’s Compensation Insurance (Enter on Line 24 GSA form 1217)				
29. Landscape and Grounds (materials, fertilizers, supplies)				
30. L/S and Grounds Labor (includes contracted work)				
31. Lawn and Landscaping (Add Line 30 and 31. Enter result here and on Line 25 GSA form 1217)				
32. Other (Explain on separate sheet. Include Schedule B Special Requirement Items) (Enter amount here and on Line 26 GSA form 1217)				
33. Subtotal – Annual Operating Expenses				

EXHIBIT I MAINTENANCE COST WORKSHEET			
34. SOLICITATION FOR OFFERS			
35. Annual Operating Expenses (from Part I, Line 33 above)			
	Replacement COST	Useful Life (Years)	ANNUAL Reserve
A. Exterior and Grounds			
36. Parking Lot and Road Repair and/or Resurfacing			
37. Sidewalks			
38. Landscaping / Lawn Care (Equipment)			
39. Exterior Painting			
40. Windows			
41. Roof			
B. Building and Equipment			
42. Doors			
43. Floor Coverings (other than Carpeting)			
44. Carpeting			
45. Interior Painting			
46. Wall Coverings			
47. Ceilings			
48. Blinds / Drapes			
49. Dock Leveler			
50. Elevators			
51. HVAC (include refrigeration equipment and cooling towers)			
52. Air Handling Equipment			
53. Exhaust Systems			
54. Special HVAC Systems			
55. Plumbing Systems (supply, waste and vent)			
56. Hot Water Heater			
57. Fire Protection (automatic sprinklers)			
58. Electrical Systems (distribution and power)			
59. Generator			
60. Fire Alarm System Switches			
61. Communications and Signal Systems			
62. Security System			
63. Light Fixtures			
64. Schedule B Special Requirement Items			
C. Other / Miscellaneous (attach additional sheets if necessary)			
65.			
66.			
67.			
68.			
69.			
70. Subtotal Capital Reserve (Add Lines 36 to 69. Enter result here and on Line 30 of GSA Form 1217)			

EXHIBIT II
PROPERTY MANAGEMENT AGREEMENT (PMA)
OUTPATIENT CLINIC
[insert location]
LEASE NO. V101-183R-xxx-xxx-xx

1. COMMENCEMENT DATE AND MANAGEMENT FEE:

The date of commencement for this Property Management Agreement (PMA) shall coincide with the initial term date of Lease No. V101-183R-xxx-xxx-xx, as determined by the initial lease document or subsequent supplemental lease agreement.

The Government agrees to pay to the Lessor as part of the rental payment a Management Fee (as specified on GSA Form 1217, Lessor's Annual Cost Statement, Line 32). This fee is for the management of all operation expenses, maintenance, repair and reserves for replacement of the leased premises (as specified in Section 1 and Line 30 of Section II of GSA Form 1217), beginning upon VA occupancy of the leased premises. The totals on Lines 27 and 30 on GSA Form 1217 shall reflect the annual costs to operate and maintain the leased premises. The Government's payment of the Management Fee in return for the operations and maintenance services provided by the Lessor and/or his designated property management firm shall remain in force for the length of the lease term, including all renewal options.

2. GENERAL MAINTENANCE OBLIGATION:

The Lessor is solely responsible for the maintenance and repair of the leased premises as well as any and all Lessor improvements erected on the leased premises, and those items listed in Schedule B (See Paragraph 8.2, Maintenance by Lessor, of the Solicitation for exclusions). The Lessor, at its own expense, shall at all times protect, preserve, maintain, and repair the leased premises, together with any and all improvements located thereon (excluding equipment furnished and installed by the Government, sterilizers, and washer/sanitizers), and shall keep the same in good order and condition. The Lessor shall exercise due diligence at all times in the protection of the leased premises, together with any and all improvements located thereon, against damage or destruction by fire and other causes.

3. MAINTENANCE, CAPITAL REPAIR, AND REPLACEMENT:

Upon the Government's acceptance of leased premises, the Lessor shall immediately establish a Funded Maintenance Account (FMA) in an interest-bearing account, in a financial institution approved by the Government, and begin to make payments into the FMA in such form and pursuant to such terms as the Government may require.

The Lessor's obligations with respect to the leased premises shall be in effect and enforceable during the lease term, including all renewal options. **The Lessor shall initially place a sum equivalent to twenty-five percent (25%) of the Annual Reserve Grand Total from the FMA Worksheet into the Funded Maintenance Account.** Thereafter, the Lessor shall continue to make quarterly payments, at the rate of \$ _____ per quarter, into the FMA, as defined in Paragraph 4 of this Property Management Agreement. **[The quarterly payment of \$ _____ is determined by taking the Annual Reserve Grand Total from the FMA Worksheet**

[(Line 71 on Exhibit I) (\$ _____) and dividing that figure by 4]. The FMA shall be held in trust for the Government for the sole purpose of providing yearly operations funding to maintain the leased premises and to pay for capital repairs and replacements as detailed in this Agreement and as set forth elsewhere in the lease agreement. The Lessor is required to maintain the funds in the FMA as reflected above and as defined in Paragraph 4 of this PMA.

- a. Building equipment and maintenance requirements, as well as janitorial, ground maintenance requirements, and pest control (interior and exterior), are to be met by the Lessor in accordance with the Solicitation, Lease No. V101-183R-xxx-xxx-xx, and the Lessor's Operations and Maintenance (O&M) Plan as submitted with its offer and attached hereto in this PMA. See Section 8 of the Basic Solicitation for further definition of Lessor's cleaning responsibilities. Such maintenance and repair is to include, but not be limited to, cleaning, regular preventative maintenance, testing as required, and repair of: (1) mechanical, plumbing, electrical, and other building service equipment and systems; (2) roof, foundation and exterior walls, doors and windows; (3) paved parking areas, drives and roads; (4) landscape and grounds: lawn, shrubbery, trees, irrigation system, and pedestrian walkways; (5) interior and exterior painting; (6) wall, floor and ceiling finishes; (7) sewer and utility lines on property; and (8) any other systems deemed property of the Lessor or specified to be maintained by the Lessor.

- b. The Lessor or designated property management firm must have a local, designated property manager available to promptly correct deficiencies or attempt to correct deficiencies after oral or written notice of such condition from the Government Contracting Officer (CO) or his/her designated representative(s). The property manager shall have a maintenance person on site during normal working hours of //7:30 AM to 5:00 PM// //[_]//, except Saturdays, Sundays, and federal holidays to perform preventive maintenance recommended by manufacturer, maintenance and repair, and to respond to emergencies. The property manager or maintenance person must respond to emergency calls occurring at other than normal working hours, within 60 minutes of receipt of notification and complete work the same day, if possible. After an emergency condition has been neutralized, emergency repairs requiring additional labor and/or materials must be completed in no more than 3 days. Responses to emergency and routine maintenance/repair calls during normal working hours must be made within 30 minutes of the occurrence, with 85% of all repairs completed within 5 working days and the remainder within 10 working days. The maintenance person is responsible for securing additional technical expertise and/or additional manpower to affect the maintenance or repair, within the time limits specified, at the Lessor's expense. If no substantial attempt has been made to correct the deficiencies within the specified times above, action will be taken by the Government, as specified in Paragraphs 5 and 6 of this agreement, to correct such deficiencies; and the cost of repairs will be deducted from the next month's rental payment. At the VA's sole discretion, if the maintenance person's performance is deemed unacceptable, the Lessor shall immediately replace said person with a new maintenance person. Determination as to whether or not a call is emergency or routine shall be at the sole discretion of the VA.

- c. The Lessor's maintenance responsibility includes initial and replacement supplies of all items, materials, and equipment necessary for such maintenance. All maintenance work will be done in accordance with applicable codes, and inspection certificates will be displayed as appropriate. The Lessor shall provide the labor, material and supervision to adequately maintain the structure, the utility systems, and the interior and exterior of the building.

The Lessor shall provide the labor, material, and supervision necessary to perform manufacturer's recommended maintenance and to test/inspect those items required to be tested/inspected by codes, other publications or VA requirements. The Lessor shall maintain logs on-site of all required inspections, tests, preventive maintenance, etc. The logs shall clearly state the item being inspected, tested, or maintained, specific location, description of inspection performed, specific code or other reference requiring the inspection, date, and name of person performing the work. Copies of the logs shall be provided to the VA on a //monthly// //quarterly// //annual// basis.

4. FUNDED MAINTENANCE ACCOUNT (FMA):

- a. The Lessor shall establish a FMA as set forth in Paragraph 3. The account shall be used to provide maintenance to the lease premises throughout the term of the lease, including all renewal options, and to make all necessary capital repairs and replacements.
- b. Failure by the Lessor to make the quarterly FMA payments required within Paragraph 3 shall constitute an Event of Default by the Lessor, as defined in Paragraph 5. In such instance, the Government's remedies shall be those as set forth in Paragraph 6.
- c. Should the cost of any capital repair, replacement, or maintenance be in excess of the funds in any specific category within the FMA, the Lessor shall fund the difference for that item. The Lessor will not be permitted to use funds in the FMA to pay for out-of-cycle repair or replacement of any item identified in the FMA without written approval by VA.
- d. The Lessor shall submit in writing to the CO or his/her designee a quarterly report regarding the funding status of the FMA. Such report shall begin with the establishment of the FMA, and, thereafter, coincide with the Lessor's quarterly payments to the FMA. The report shall include evidence of all deposits to and withdrawals from the FMA and shall identify reasons for each expenditure for maintenance, repair, and replacement made to the clinic building or grounds. The Department of Veterans Affairs reserves the right to audit the FMA records at any time. Such records will be made available to an individual designated by the CO within seven (7) days of written request.
- e. At the beginning of the second year and all subsequent years of the lease term, including all renewal options, the Lessor or designated property management firm shall be required to submit an annual operating budget estimate. The budget estimate shall include monthly obligation plan by category, as similarly identified in the original FMA Worksheet submitted with the Lessor's offer, for review and approval by VA. The budget estimate and obligation plan will forecast costs of all operating expenses for maintenance, refurbishment, repair, and capital replacement required for the ensuing year.
- f. Shortfalls to cover any unforeseen maintenance expenditure in any specific category will be the responsibility of the Lessor. No withdrawals from any category beyond the operating budget obligation plan for that category will be allowed without written approval by VA. At the beginning of the second year and all subsequent years of the lease term, the Lessor will be allowed to adjust his operating expenses (Line 27 of GSA Form 1217 and Part I of the FMA Worksheet) to reflect increases in operating costs.
- g. Once the annual budget is approved, VA's rental rate will be adjusted up or down as necessary to cover the cost of expenses for the ensuing year after accrued interest has been applied. The submission of the annual operating budget estimate and obligation plan shall occur on the anniversary date of the acceptance of the leased premises by the Government.
- h. At the end of VA's lease term, including all renewal options, the remaining balance in the FMA account will be released to the Lessor, and the Government will make no claims against the remaining funds.

5. EVENTS OF DEFAULT BY LESSOR:

An Event of Default by the Lessor shall occur upon its failure to perform or observe any covenant or condition required by Lease No. V101-183R-xxx-xxx-xx, including all attachments hereto, and if such failure is not cured to the satisfaction of the Government within fifteen (15) days of receipt of written notice thereof. Such cure period may, at the sole discretion of the Government, be extended in writing if such

default cannot be reasonably cured within the original fifteen (15) day period and the Lessor is diligently attempting to cure the default. An Event of Default by the Lessor also shall occur upon the Lessor's filing of a voluntary or involuntary petition under any Federal or State bankruptcy law, insolvency law, or similar law.

6. REMEDIES FOR DEFAULT BY LESSOR:

Upon the occurrence of an Event of Default by the Lessor, the Government may exercise any right, remedy, or privilege, which may be available to it under Lease No. V101-183R-xxx-xxx-xx or under applicable Federal, State, or local law. All remedies shall be cumulative and the election of one shall not preclude the exercise of another, at the same time or subsequently. Failure to exercise a remedy shall not constitute a waiver thereof. The Lessor shall remain liable to the extent permitted by law with respect to all covenants and indemnities.

Each calendar year during the lease term, including all renewal options, the property management and maintenance performance of the Lessor or designated property manager will be evaluated. Should the Government, in its sole discretion, find the performance less than satisfactory, the Lessor will be notified. Upon receipt of such notice, the Lessor shall either replace the designated property management firm or take immediate action to remedy those areas of poor performance to the satisfaction of the Government. In the event the Lessor performs property management duties directly, the Government's notice of less than satisfactory performance shall cause the Lessor to designate a professional property management firm to service the leased premises. Such designated firm shall meet the approval of the Government.

Attachment: Operations and Maintenance Plan [as submitted with Lessor's Offer]

PART III

SPECIAL REQUIREMENTS--SCHEDULE B

PART III: SPECIAL REQUIREMENTS--SCHEDULE B

INDEX

Editing Note: Insert appropriate page number after final editing and formatting.

- I. Instructions for Pricing this Schedule.....
- II. General Information and Instructions for Users
- III. Special Items for the Entire Clinic
- IV. Functional Room Listings

Editing Note: Following lines are for use in smaller Primary Care type outpatient clinics. Use 'Primary Care' worksheets for Sections IV and V to include the additional spaces and services.

- //Ambulatory (Primary) Care.....
 - Reception.....
 - Patient
 - Staff and Administration
 - Support
 - Residency
 - Lobby
 - Laboratory and Pathology
 - Pharmacy.....
 - Radiology.....

Editing Note: Following lines are for use in larger, freestanding type outpatient clinics. Expand the template worksheets in this Excel file for Sections IV and V.

- //Ambulatory Care.....
- Audiology
- Canteen.....
- Cardiovascular Laboratory
- Dental.....
- EEG Laboratory
- Engineering
- Environmental Management
- Eye Clinic.....
- Laboratory and Pathology
- Mental Health Clinic.....
- Pharmacy.....
- Police and Security.....
- Prosthetics and Sensory Aids.....
- Pulmonary Medicine.....
- Radiology
- Rehabilitation Medicine
- Service Organizations
- Supply, Processing and Distribution.....
- Surgical Service.....
- Volunteer Facilities.....
- V. Summary Price Sheet.....

PART III: SPECIAL REQUIREMENTS--SCHEDULE B

SECTION I INSTRUCTIONS FOR PRICING THIS SCHEDULE

The Offeror shall submit lump-sum pricing for the purchase and installation of special equipment items specified in Schedule B for laboratory and clinic areas. Offers shall be evaluated in accordance with Paragraph 1.8 of Part I of the Basic Solicitation. All property placed in, upon, or attached to the premises to be leased, and for which the Government pays by means of lump-sum, shall be and remain the property of the Government, and may be removed or otherwise disposed of by the Government.

As part of the rental consideration, the offeror must include supporting construction and a number of specialized utilities and electrical distribution systems within raceways, partitions, and walls for equipment to be installed in the Outpatient Clinic, both contractor and VA furnished. Refer to Paragraph 6.3 of the Basic Solicitation (Part I of the SFO). The price for each item in Schedule B shall include only the direct costs of obtaining and installing the item. Supporting structure(s) and distribution systems are included in the basic rent. Therefore, no additional costs relating to the distribution of services (including plumbing, sewage or electricity) or supporting construction should be ascribed to the special equipment costs in Schedule B.

Special equipment items for the clinic are listed in Sections III and IV below. Pricing lines have been provided at each item to be included for pricing purposes in the offer. The Offeror is required to identify the total price involved for each line item. Totals for each Department or Service in the clinic must be entered on the Summary Price Sheet in the Schedule B document.

Editing Note: Include if electronic spreadsheets are to be made available for use by Offerors.

//The Schedule B document is available as a convenience to Offerors in the form of an Excel workbook (electronic spreadsheet file). The individual worksheets (spreadsheets) in the file have been linked and formulas have been provided to facilitate computation of extended prices and totals. Electronic files are provided without warranty or obligation on the part of the government as to the accuracy or suitability for use. Users of electronic files shall agree to indemnify and hold the VA harmless from any and all claims, damages, losses and expenses including, but not limited to, attorney's fees arising from the use of the electronic files. Offerors are responsible for the accuracy and completeness of the quantities, costs, subtotals, and totals in their proposals.//

Items not listed in Schedule B are to be provided by the Lessor as part of the rental consideration. Such items are either specifically called for in the Basic Solicitation (e.g., drinking fountains) or identified in a paragraph specifying an allowance for payment under the provisions of the Basic Solicitation (e.g., telephone outlets) and are not identified for pricing purposes in Schedule B. In addition, certain special items for the entire clinic are to be priced separately in Section III entitled "Special Items for the Entire Clinic."

Editing Note: Sections III and IV must be reviewed and quantities adjusted based on the Space Program and Concept Plan. Edit Sections III and IV for any other project specific requirements or special conditions.

Estimated quantities have been provided in Schedule B for use in preparation of offers. An adjustment will be made at the time of final inspection on those items specified in Schedule B if there is any deviation between the quantity actually provided and the Government's estimated quantity.

Lessor____ Govt _____

Schedule B
Page 1 of 2

_____ of _____ Pages

PART III: SPECIAL REQUIREMENTS--SCHEDULE B (cont.)

SECTION II GENERAL INFORMATION AND INSTRUCTIONS FOR USERS

For more complete information on items listed in this Schedule "B" document, Offerors shall refer to VA Master Construction Specifications (MCS). Refer to Part VI of the SFO for instructions on obtaining and using VA MCS. The Lessor is responsible for reading the Specifications and providing the quality of material and equipment required.

Brand Names: Certain equipment may be identified by make and model. Identification of these items in this Solicitation by a "brand name" description is intended to indicate the quality and characteristics of products that will be satisfactory and is not intended to be restrictive. Unless clearly indicated in the offer that an "equal" product is offered, the offer shall be considered as offering a referenced brand name product. Offers of "equal" products or equipment will be considered for this award if such product or equipment is clearly identified in the offer and is determined by the Government to fully meet the salient characteristics of the product or equipment named in this Solicitation. The Government's determination as to the acceptability of the "equal" product shall be based on information furnished or otherwise identified in the offer, as well as other information reasonably available to the VA. If the equipment cited in the Solicitation is no longer available, the manufacturer's currently available equipment that replaces the cited model shall be provided.

Caution to Offerors: The VA is not responsible for locating or securing any information not identified in the offer and not reasonably available to the VA. Accordingly, the Offeror shall furnish with its offer the manufacturer and model of equipment proposed and sufficient descriptive material such as cuts, illustrations, drawings, or other information for the VA to determine whether the product offered meets the specified salient characteristics and establishes exactly what the Offeror proposes to furnish.

Editing Note: Coordinate Section IV with Schedule C (Part V) and Design Plates (Part VI) elsewhere in this SFO. Edit quantities for project requirements.

The Functional Room Listings in Section IV of Schedule B use identifying symbols for typical room layouts and equipment listings. These symbols identify the Design Guide Plates for the rooms or spaces in the clinic for which equipment is provided. The information on the Design Guide Plates is in Part VI of the SFO.

Room Listing: This document focuses on special requirements for specifically identified areas. Therefore, every room of the Outpatient Clinic is listed but does not necessarily show special equipment requirements. Where (NR) is indicated, there are no "special requirements" in that room.

PART III: SPECIAL REQUIREMENTS--SCHEDULE B (cont.)

SECTION III SPECIAL ITEMS FOR THE ENTIRE CLINIC

Placement of special systems required by the entire clinic will be shown on equipment drawings. Please price as totally installed and provide a unit cost for each items as listed in this Schedule. **Adjustments in the contract at the time of approval of the equipment drawings will be made based on prices provided by the Offeror in this Schedule B document.**

A. Specific Telecommunications Systems (all systems must be approved by the Contracting Officer or the Contracting Officer's designee.)

1. Public Address System: (MCS 16770, Public Address (PA) System.)

Provide a public address system and, at the switchboard, separate conduits to allow for telephone / intercom paging (intercom / data / telephone outlets will be identified on the equipment drawings and will be provided in accordance with Basic Solicitation) to meet local telephone company installation requirements pertaining to the system selected by the contractor and approved by the Government. The system will also allow each area receptionist to address their specific waiting areas. Speakers are to be 8-inch, ceiling-mounted, with wall-mounted volume control. Use either Dukane or Rauland P.A. Systems or approved equivalent. Public address central equipment shall be located in Telephone Equipment Room.

<u>\$0.00</u>	Public Address System	
	Central Equipment	<u>\$0.00</u>
	<u>115</u> Speakers	<u>\$0.00</u> each speaker

2. Audio Visual, Nurse Call, and Code One (Blue) System: (MCS 16761, Audio Visual Nurse Call and Code One Systems & Equipment.)

Provide a complete nurse call system using Rauland or Dukane equipment or equivalent. Install with corridor dome lights.

<u>\$0.00</u>	Nurse Call System with:	
	<u>54</u> Emergency Call Stations.	<u>\$0.00</u> each call station.
	<u>5</u> Master Control Station	<u>\$0.00</u> each master station.

5. Security Emergency Call / Duress Alarm System (Panic Button): (MCS 16765, Security Emergency Call / Duress Alarm.)

Provide an emergency call / panic system with visual and audible annunciation at //Security Office// [] //and Central Reception Area//, connected to selected locations throughout the facility. Desk-mounted / wall-mounted panic buttons shall alarm visually and audibly at Annunciator Panels. Annunciator panels shall visually indicate room number and service where panic button has been activated. Panels shall have audible signal silence button. Panel shall only be reset by entering a code number.

<u>\$0.00</u>	Panic Button System with:	
	<u>2</u> Annunciator Panels / Central Equip.	<u>\$0.00</u> each.
	<u>202</u> Panic Buttons	<u>\$0.00</u> each panic button.

6. CCTV Monitoring: (MCS 16763, Security Closed Circuit TV (CCTV.))

Provide a complete operational CCTV monitoring system with CCTV cameras monitoring the building interior, exterior, and parking lot. Provide equipment to monitor each CCTV camera. Duplicate equipment to monitor cameras shall be located in //Central Reception Counter, //Security Office, // and [identify Remote Location as designated by the VA], via government supplied T1 line. Cameras shall have zoom, pan, and tilt capabilities and shall have the capability of being remotely controlled from the //Central Reception Counter, //Security Office, // or [Remote Location].

<u>\$0.00</u>	CCTV Monitoring System with:	
	<u>3</u> CCTV Monitoring Equipment	<u>\$0.00</u> each.
	<u>12</u> Cameras	<u>\$0.00</u> each camera.

7. Intercommunication System: (MCS 16760, Intercommunication System.)

<u>\$0.00</u>	Intercommunication System with:	
	<u>6</u> Master Stations	<u>\$0.00</u> each master station.
	<u>34</u> Staff Stations	<u>\$0.00</u> each staff station.

8. Video Conferencing System (VTEL):

Provide cabling and outlets for the VTEL system. The VA shall provide equipment required for the VTEL system. Install a CAT 6 cable from a data outlet in designated Treatment, Telemedicine, and Classroom to Telephone Equipment Room. Cable from each room shall terminate in center of Telephone Equipment room with thirty (30) feet of excess cable and shall be tagged to indicate room that cable serves.

<u>\$0.00</u>	<u>4</u> Outlets	<u>\$0.00</u> each outlet.
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9. VA Satellite TV System:

Provide cabling, outlets, and roof support for VA satellite TV system for reception of VA internal programming. VA shall provide satellite dish for Lessor installation. The VA shall furnish and install system equipment. Provide coaxial cable, Belden 7731A, from TV outlets in Classroom and Conference Room to Telephone Equipment Room. Cable from each room shall be installed to center of Telephone Equipment Room above ceiling with thirty (30) LF of excess cable. Cables shall be tagged to identify room that cable serves. Provide coaxial cable from Telephone Equipment Room to Satellite Dish location on roof (250 LF). Provide roof support for satellite dish and means of anchoring satellite dish to roof.

<u>\$0.00</u>	Installation of VA Satellite TV System with:	
	<u>2</u> Outlets	<u>\$0.00</u> each outlet.
	Roof Support	<u>\$0.00</u>
	Anchoring	<u>\$0.00</u>
	Coaxial cable to satellite dish through roof penetration (250 LF)	<u>\$0.00</u>
	Satellite dish installation	<u>\$0.00</u>

10. Electronic Access or Door Control System:

Provide complete, operational electronic card //keypad// access //and door control// system. All access control system products shall be furnished and installed by the same company. Primary Access Control Equipment shall be manufactured by //Continental//. All equipment shall be the manufacturers current. Provide //100// //[]// additional Cards. Provide the following components as necessary for the Access Control System (see door and hardware type in Schedule C for locations):

Host Computer System shall be located at the //Information Desk// //Security Center// and be used to program Data, Store Date, Monitor System Conditions, and Generate Reports. The Host Computer system shall include CPU, Ram Memory, Disk Drives, Color Monitor, Keyboard, Mouse, Operating and Application Software. Reports shall be printed on the Event and Report Printer located next to the Host Computer.

Communications Adapters shall be //BB IC485A as manufactured by Black Box Corporation// and shall provide for Data communications between the Host Computer and the //ApC// Door Controller.

Door Controllers shall provide Access Control for up to eight (8) doors locations and shall provide Security during Loss of power , and loss of communications with the host computer , store up to 50,000 cards, 1000+ access codes, and buffer up to 15,000 transactions.

Controller UPS Power Supply shall provide Back-up Power to the //ApC// Controller, and Lock Power for up to eight (8) locks at ½ Amp each. In addition the //AS0063// shall charge //two (2) Sealed Lead Acid (SLA) Batteries, 12V,24Ah, Yuasa Model NP24-12//.

Card Reader //HID PROXPRO// shall read the Access Card and send the data to the Controller to determine if the card presented is valid or invalid for the door near its location.

Auxiliary Relay Board ARM shall be mounted near each door having a Card Reader and provide for output control for the operation of the locking and unlocking of the door.

Exit sensor: //Detection Systems, Inc., Model DS151//.

UPS Power Supply: //Best 600VA,// shall provide for battery back-up to the host computer for a minimum of ten (10) minutes. The UPS shall provide for filtering of Power during Transients, and Brown outs.

Door Switches shall be //Sentrol Model 1076C-W for Wood, Aluminum, or Hollow Metal Doors, and

Door Switches shall be //Sentrol Model 1076C-W for Wood, Aluminum, or Hollow Metal Doors, and Model 2207A for overhead doors or gates//.

Equipment Enclosure(s) shall provide for security from tampering and any stray RF signals in the Electrical Room. Enclosure(s) shall be 18" x 18" x 8" and contain the E.O.L. device terminations, and Batteries.

<u>\$0.00</u>	Installation of electronic access/door control	
	<u>4</u> Electronic access //keypad// //card reader//	<u>\$0.00</u> each opening
	<u>4</u> Door position switch/sensor	<u>\$0.00</u> each
	Cards	<u>\$0.00</u> per 100 additional
	Annuciator Panel, Central Equipment, Programming	<u>\$0.00</u> system

\$0.00 SUBTOTAL FOR SPECIFIC TELECOMMUNICATION SYSTEMS

B. Miscellaneous Items:

1. Coat Hooks: (MCS 10800, Toilet and Bath Accessories.)

Note: In addition to Toilets, Coat Hooks shall be installed in offices and exam rooms.

\$0.00 Provide coat hooks for 200 doors \$0.00 each hook.

\$0.00 SUBTOTAL FOR MISCELLANEOUS ITEMS

PART III: SPECIAL REQUIREMENTS--SCHEDULE B (cont.)

SECTION IV FUNCTIONAL ROOM LISTINGS

Dept./ Area	Design Plate	Qty	Function	each	Cost
PRIMARY CARE					
<u>Reception</u>					
TBD*		1	<u>Clinic Waiting</u>	NR	
2-18		1	<u>Reception</u> Counter, Reception, MCS 12302. Switchboard Console. Shelving, Floor standing. MCS 12302. Alarm Panel, Medical Gas and Vacuum. Annunciator Panel, Fire Alarm.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
TBD*		1	<u>Patient Education Kiosk/Alcove</u>	NR	
TBD*		1	<u>Patient Education Cubicle</u>	NR	
TBD*		1	<u>Patient Education Conference Room</u> Screen, Projection. Shade, Window, Opaque. MCS 12513. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Sink, CRS, Single Compartment, Counter Top, P-528, MCS 15450. Door, Accordion Folding, lockable. MCS 10623.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
2-21		2	<u>Public Toilets (Visitor & Patient)</u> No Schedule B Items (Lessor responsibility).	NR	
<u>Reception Total</u>					\$0.00
<u>Patient Care</u>					
2-9		1	<u>Nurse Triage</u> Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00	\$0.00
2-8		1	<u>Nurse Station</u> Counter, Communications Center, MCS 12302. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Shelving, Wall, Open, MCS 12302.	\$0.00 \$0.00 \$0.00	\$0.00
2-7		1	<u>Medications Room</u> Cabinet, Medication, T-18C, MCS 12336. Lavatory, Sensor Control, P-418, MCS 15450. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Cabinets, Wall, MCS 12302.	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00
2-6		1	<u>Clerks</u> Bins, Filing, X-Ray Film, T9, MCS 12301.	\$0.00	\$0.00
2-3		1	<u>Vital Signs Area</u>	NR	

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
	2-2	15	<u>Exam Rooms</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	2-2 w/ Special HVAC	2	<u>Isolation Exam Rooms</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152. HVAC, Negative Pressure.	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00
	2-21 w/ Special HVAC	2	<u>Dedicated Isolation Toilet</u> Watercloset, Wall Hung, P-103, MCS 15450. Dispenser, Toilet Tissue, Double Roll, MCS 10800. Bar, Grab, for Water Closet, MCS 10800. Lavatory, Straight Back, P-414, MCS 15450. Shelf, Stainless Steel, 6"x18", MCS 10800. HVAC, Negative Pressure.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
	2-13	1	<u>Procedure Room (GP)</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	<u>Sub-Waiting</u>	NR	
	2-21	1	<u>Dedicated Patient Toilet</u> Watercloset, Wall Hung, P-103, MCS 15450. Dispenser, Toilet Tissue, Double Roll, MCS 10800. Bar, Grab, for Water Closet, MCS 10800. Lavatory, Straight Back, P-414, MCS 15450. Shelf, Stainless Steel, 6"x18", MCS 10800. Mirror, MCS 10800.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	<u>Procedure Room Two Position (GP)</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	
	2-14	1	<u>Proctoscopic Procedure Room</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	2-21	1	<u>Dedicated Patient Toilet</u> Watercloset, Wall Hung, P-103, MCS 15450. Dispenser, Toilet Tissue, Double Roll, MCS 10800. Bar, Grab, for Water Closet, MCS 10800. Lavatory, Straight Back, P-414, MCS 15450. Mirror, w/ CRS Shelf, MCS 10800.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
	2-20	1	<u>Scope Wash Room</u> Counter, CRS, with Integral 2-Compartment Sink, MCS 12303. Cabinets, Wall, MCS 12302.	\$0.00 \$0.00	\$0.00
	TBD*	1	<u>EKG Room</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	<u>Immunization Room</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	<u>Immunization Waiting/Observation Area</u> Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00	\$0.00
	TBD*	1	<u>One Person Audio Booth</u> Prefabricated Examination Room	\$0.00	\$0.00
	TBD*	1	<u>Audio Booth Suite</u> Prefabricated Examination and Control Room	\$0.00	\$0.00
	2-1	1	<u>Blood Draw Area</u> Lavatory, Straight Back, P-414, MCS 15450. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Cabinets, Wall, Glazed Sliding Doors, MCS 12302.	\$0.00 \$0.00 \$0.00	\$0.00
	2-21	1	<u>Dedicated Patient Toilet</u> Watercloset, Wall Hung, P-103, MCS 15450. Dispenser, Toilet Tissue, Double Roll, MCS 10800. Bar, Grab, for Water Closet, MCS 10800. Lavatory, Straight Back, P-414, MCS 15450. Mirror, w/ CRS Shelf, MCS 10800. Window, Pass-thru to General Lab, MCS 08110.	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
			<u>Office, Private:</u> No Schedule B Items.		\$0.00
	TBD*	6	<u>Office/Provider</u>	NR	
	TBD*	1	<u>Office Head Nurse</u>	NR	
	TBD*	2	<u>Office RN and LPN</u>	NR	
	2-8	1	<u>Nurse Station</u> Counter, Communications Center, MCS 12302. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Shelving, Wall, Open, MCS 12302.	\$0.00 \$0.00 \$0.00	\$0.00
	2-22	1	<u>Clean Utility</u> Lavatory, Sensor Control, P-418, MCS 15450. Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Cabinet, Wall, MCS 12302.	\$0.00 \$0.00 \$0.00	\$0.00
	2-23	1	<u>Soiled Utility</u> Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45C, 36"x8", MCS 10801. Sink, Service, Clinic, Wall Hung, P-505, MCS 15450.	\$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	<u>Equipment Storage Room</u>	NR	

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
<u>Patient Care Total</u>					\$0.00
<u>Staff & Admin</u>					
			<u>Office, Private:</u> No Schedule B Items.		
TBD*		1	Clinic Director	NR	
TBD*		1	Advice Nurse Office	NR	
TBD*		1	Social Worker	NR	
TBD*		1	Mental Health Provider	NR	
TBD*		1	Office Professional	NR	
TBD*		1	Office Administration	NR	
TBD*		3	<u>Administrative Cubicle</u>	NR	
TBD*		1	<u>Telemedicine Room</u>		\$0.00
			Screen, Projection	\$0.00	
			Shade, Window, Opaque. MCS 12513	\$0.00	
			Door, Accordion Folding, lockable. MCS 10623	\$0.00	
TBD*		1	<u>Copy Room</u>		\$0.00
			Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303.	\$0.00	
			Shelving, Storage, MCS 12302.	\$0.00	
TBD*		1	<u>Form/Literature Storage</u>		\$0.00
			Shelving, Storage, MCS 12302.	\$0.00	
			Cabinet, Storage, MCS 12302.	\$0.00	
TBD*		1	<u>Conference Room</u>		\$0.00
			Screen, Projection	\$0.00	
			Shade, Window, Opaque. MCS 12513	\$0.00	
			Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303.	\$0.00	
			Door, Accordion Folding, Lockable. MCS 10623	\$0.00	
TBD*		1	<u>Staff Lounge</u>		\$0.00
			Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303.	\$0.00	
			Sink, CRS, Single Compartment, Counter Top, P-528, MCS 15450.	\$0.00	
			Cabinet, Wall, MCS 12032.	\$0.00	
TBD*		25	<u>Staff Lockers</u>		\$0.00
			Locker, Steel, //Single Tier, T-B, 12x21x72, // //Double Tier, T-C, 15x18x72, // MCS 10500.	\$0.00	
			Bench, Wood, //Wall Hung, // //Floor Mounted, // MCS 06200. Per Locker.	\$0.00	
TBD*		2	<u>Staff Toilets</u>		\$0.00
			Watercloset, Wall Hung, P-103, MCS 15450.	\$0.00	
			Dispenser, Toilet Tissue, Double Roll, MCS 10800.	\$0.00	
			Bar, Grab, for Water Closet, MCS 10800.	\$0.00	
			Lavatory, Sensor Control, P-418, MCS 15450.	\$0.00	
			Shelf, Stainless Steel, 6"x18", MCS 10800.	\$0.00	
			Mirror, MCS 10800.	\$0.00	
<u>Staff & Admin Total</u>					\$0.00

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
<u>Support</u>					
	TBD*	1	Houskeeping Aides Closet (HAC) Sink, Service, Floor Mounted, Corner, P-5-5, MCS 15450. Shelving, Wall Hung, T-7, MCS 12301. Rack, Mop, Wall Mounted, T-10, MCS 10801.	\$0.00 \$0.00 \$0.00	\$0.00
	TBD*	1	Stretcher/Wheelchair Storage	NR	
	TBD*	1	Crash Cart Alcove	NR	
<u>Support Total</u>					\$0.00
<u>Residency</u>					
	TBD*	2	Resident's Cubicles	NR	
	TBD*	1	Resident's Library	NR	
	TBD*	1	Conference Room Screen, Projection. Shade, Window, Opaque. MCS 12513 Cabinet, Base, MCS 12302, w/ Plastic Laminate Top, MCS 12303. Door, Accordion Folding, lockable. MCS 10623	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00
	2-2	2	Resident's Exam Room Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152.	\$0.00 \$0.00 \$0.00	\$0.00
	2-10	1	Preceptor/Consult Rooms Lavatory, Sensor Control, P-418, MCS 15450. Shelf, Corosion Resisting Steel, T-45, 12"x5", MCS 10801. Track, Curtain, Cubicle, Ceiling Type, Surface Mounted, MCS 10152	\$0.00 \$0.00 \$0.00	\$0.00
<u>Residency Total</u>					\$0.00
<u>Lobby</u>					
	TBD*	1	No Schedule B Items, Lessor Responsibility Central Clinic Lobby	NR	
	TBD*	1	Clinic Information Desk	NR	
	2-21	2	Public Toilets (Visitor & Patient)	NR	
	TBD*	2	Houskeeping Aides Closet (HAC)	NR	

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
<u>Lab & Pathology</u>					
	2-5	1	<u>Laboratory</u>		\$0.00
			Counter, //Epoxy Resin// //Acid Resistant Plastic Laminate//, MCS 123	\$0.00	
			Cabinet, Under Counter, Sink Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, End Sink Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, Corner Sink Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, Corner Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, Drawer Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, Cupboard Unit, MCS 12301.	\$0.00	
			Table Frame w/ Drawers, MCS 12301.	\$0.00	
			Cabinet, Wall, Glazed Sliding Doors, MCS 12301.	\$0.00	
			Sink, Molded Resin, S-3, MCS-12303.	\$0.00	
			Sink, Moded Resin, F-3, MCS 12303.	\$0.00	
			Pegboard, //32 Pegs, // //52 pegs, // MCS 12303.	\$0.00	
			Emergency Shower, P-706, MCS 15450.	\$0.00	
			Emergency Shower, Eye and face Wash, //P-706, Wall Mounted, // //P-707, // MCS 15450.	\$0.00	
			<u>Lab & Pathology Total</u>		\$0.00
<u>Pharmacy</u>					
	2-11 or 2-12	1	<u>Clinic Pharmacy</u>		\$0.00
			Counter, Decorative Plastic Laminate, MCS 12303.	\$0.00	
			Cabinet, Under Counter, Sink Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, End Sink Unit, MCS 12301.	\$0.00	
			Cabinet, Under Counter, MCS 12301.	\$0.00	
			Ointment Slab, PH-71, in lieu of drawer, MCS 12301.	\$0.00	
			Table Frame w/ Drawers, MCS 12301.	\$0.00	
			Base, Bulk Storage, PH-61, MCS 12301.	\$0.00	
			Cabinet, Drug Storage, Double Locking Doors, PH-77, MCS 12301.	\$0.00	
			Cabinet, Storage, Full Height, MCS 12301.	\$0.00	
			Cabinet, Storage, Full Height, Open Shelves, MCS 12301.	\$0.00	
			Bins, Drug Dispensing, MCS 12301.	\$0.00	
			Trays, Drug Dispensing, MCS 12301.	\$0.00	
			Sink, CRS, Single Compartment, Counter Top, P-528, MCS 15450.	\$0.00	
			Emergency Shower, Eye and Face Wash, //P-706, Wall Mounted, // //P-707, // MCS 15450.	\$0.00	
			Service Window, Bullet Resistive, One at Wheelchair Height, One at Conventional Height, with Package Transfer Box, MCS 11022.	\$0.00	
			Vault, Controlled Substances, refer to Schedule A in Part II of the	\$0.00	
			Cabinet, Flammable Storage, MCS 12301.	\$0.00	
			Refrigerator, Undercounter, 5 CF, 120V.	\$0.00	
			<u>Pharmacy Total</u>		\$0.00

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]

SFO NO. V101-183R-xxx-xxx-xx

Dept./ Area	Design Plate	Qty	Function	each	Cost
<u>Radiology</u>					
	2-15	1	<u>Radiology Room</u> Shielding, Radiation, MCS 13091. Lavatory, Straight Back, Foot Control, P-403, MCS 15450. Outlet, Wall, Oxygen, MCS 15491. Outlet, Wall, Medical Air, MCS 15491 Outlet, Wall, Vacuum, MCS 15491. Bracket, Vacuum Bottle Slide, MCS 15491. //Cassette Transfer Cabinet, MSC 13091.//	\$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00 \$0.00	\$0.00
	2-16	2	Dressing Cubicle Bench, Wood, Wall Hung, MCS 06200. Curtain Rod, MCS 10800.	\$0.00 \$0.00	\$0.00
	2-17	1	X-Ray Viewing Counter, Plastic Laminate, Fixed, Wall Mounted, MCS 12303.	\$0.00	\$0.00
<u>Radiology Total</u>					\$0.00
<u>Grand Total</u>					\$0.00

PART III: SPECIAL REQUIREMENTS--SCHEDULE B (cont.)

SECTION V SUMMARY PRICE SHEET--SCHEDULE B

		TOTAL PRICE
A. SPECIFIC TELECOMMUNICATIONS SYSTEMS:		
1. Public Address System		\$0.00
2. Audio Visual, Nurse Call and Code One (Blue) System		\$0.00
3. Master Antenna Television (Broadband) System		\$0.00
4. Motion Intrusion Detector (MID)		\$0.00
5. Security Emergency Call / Duress Alarm System (Panic Button)		\$0.00
6. CCTV Monitoring		\$0.00
7. Intercommunication System		\$0.00
8. Video Conferencing System (VTEL)		\$0.00
9. VA Satellite TV System		\$0.00
TOTAL COST SPECIFIC TELECOMMUNICATIONS SYSTEMS		\$0.00
B. MISCELLANEOUS ITEMS:		
1. Coat Hooks		\$0.00
TOTAL COST MISCELLANEOUS ITEMS		\$0.00
VII FUNCTIONAL ROOM LISTINGS:		
AMBULATORY (PRIMARY) CARE		
Reception		\$0.00
Patient Care		\$0.00
Staff and Administration		\$0.00
Support		\$0.00
Residency		\$0.00
Lab and Pathology		\$0.00
Pharmacy		\$0.00
Radiology		\$0.00
TOTAL COST FUNCTIONAL ROOM LISTINGS		\$0.00
TOTAL OF ALL SCHEDULE B ITEMS:		\$0.00
TOTAL OVERHEAD: 0%		\$0.00
TOTAL PROFIT: 0%		\$0.00
TOTAL PRICE FOR SCHEDULE B:		\$0.00

**PART IV
SCHEDULE B-1**

PART IV: SCHEDULE B-1

Schedule B-1 consists of the following two Exhibits:

Exhibit A of Schedule B-1, Unit Costs for Adjustments, as described in Paragraph 3.2 of Part I Basic Solicitation Requirements.

Exhibit B of Schedule B-1, Unit Price for Alterations During the First Year of Contract, as described in Paragraph 3.3 of Part I Basic Solicitation Requirements.

EXHIBIT A of SCHEDULE B-1
DEPARTMENT OF VETERANS AFFAIRS
UNIT COST FOR ADJUSTMENTS

Item	Description	Unit of Measurement	Total Quantity Included in Proposed Rate	Cost of Materials	Number of Labor Hours	Cost Labor Hour	Total Price for Labor & Materials
Doors and Windows							
1	Door and frame, interior, 3'-0" x 7'-0"	each					\$0.00
2	Door and frame, interior, 3'-6" x 7'-0"	each					\$0.00
3	Door and frame, interior, 4'-0" x 7'-0"	each					\$0.00
4	Doors and frame, double, each leaf 2'-6" x 7'-0"	pair					\$0.00
5	Doors and frame, double, each leaf 3'-0" x 7'-0"	pair					\$0.00
6	Doors and frame, double, each leaf 3'-6" x 7'-0"	pair					\$0.00
7	Door and frame, dutch, 3'-0" x 3'-6", w/12" shelf & piano hinge	each					\$0.00
8	Hardware, Door, HW1	set					\$0.00
9	Hardware, Door, HW6	set					\$0.00
10	Hardware, Door, HW13	set					\$0.00
11	Hardware, Door, HW18	set					\$0.00
12	Hardware, Door, HW23	set					\$0.00
13	Hardware, Door, HW34	set					\$0.00
14	Hardware, Door, HW38	set					\$0.00
15	Hardware, Door, HW40	set					\$0.00
16	Hardware, Door, HW43	set					\$0.00
17	Hardware, Door, HW52	set					\$0.00
18	Hardware, Door, HW69	set					\$0.00
19	Hardware, Door, push/pull	set					\$0.00
20	Closer, door, overhead	each					\$0.00
21	Vision panel, door, 4" x 25"	each					\$0.00
22	Vision panel, door, wire glass, with metal frame, 10" x 10"	each					\$0.00
23	Windows, exterior	each					\$0.00
Partitions and Finishes							
24	Partitioning, office subdividing, fixed, fully-finished, ceiling-high	linear foot					\$0.00
25	Sound-conditioning for ceiling-high, subdividing partitioning above	linear foot					\$0.00
26	Office subdividing, full-height, finished floor to underslab (additional cost over 1. above)	linear foot					\$0.00
27	AT- Acoustical Ceiling, Tile	square foot					\$0.00
28	AT(SP) Acoustical Ceiling with Sprayed Plastic Finish	square foot					\$0.00
29	AT(TG)- Acoustical Ceiling with Tegular (reveal) Edge	square foot					\$0.00
30	GWB Lay-in Panels in Ceiling Grid	square foot					\$0.00
31	AWP- Acoustical Wall Panel	square foot					\$0.00
32	CP- Carpet, without Cushion Broadloom	square yard					\$0.00
33	CPT- Carpet Tile	square yard					\$0.00
34	CT- Ceramic Tile, Wall	square foot					\$0.00
35	CT-Ceramic Tile, Floor	square foot					\$0.00
36	QT- Quarry Tile	square foot					\$0.00
37	P- Paint, Interior Alkyd	square foot					\$0.00
38	P- Paint, Interior Latex	square foot					\$0.00
39	EPY- Epoxy Coatings	square foot					\$0.00
40	SC- High-Build Glazed Coating (Special Coating)	square foot					\$0.00
41	RB- Resilient Base	linear foot					\$0.00
42	RF- Raised Rubber Flooring	square foot					\$0.00
43	RSL- Resilient Sheet Flooring	square foot					\$0.00
44	WSL- Welded seam sheet flooring	square foot					\$0.00
45	W- Wallcovering, Vinly Coated Fabric	square yard					\$0.00
46	W- Wallcovering, Vinly Coated Fabric	square yard					\$0.00
47	WB- Wall Border, Vinyl Coated Paper, 10"	linear foot					\$0.00
Specialties							
48	Wallcovering, PVC, Protective (WP)	square yard					\$0.00
49	Armor plate, door, 2' - 6" W X 3' -0" H, nominal	each					\$0.00
50	Armor plate, door, 3' - 0" W X 3' - 0" H, nominal	each					\$0.00
51	Armor plate, door, 3' - 6" W X 3' - 0" H, nominal	each					\$0.00
52	Armor plate, door, 4' - 0" W X 3' - 0" H, nominal	each					\$0.00

EXHIBIT A of SCHEDULE B-1
DEPARTMENT OF VETERANS AFFAIRS
UNIT COST FOR ADJUSTMENTS

Item	Description	Unit of Measurement	Total Quantity Included in Proposed Rate	Cost of Materials	Number of Labor Hours	Cost Labor Hour	Total Price for Labor & Materials
53	Chairrail	each					\$0.00
54	Handrail	linear foot					\$0.00
55	Corner Guard, flush, bullnose, 3" wing X 8' H	linear foot					\$0.00
56	Track, Curtain, Cubicle, Ceiling Type, Surface Mounted.	linear foot					\$0.00
57	Door, accordion, 3-0 X 7-0	each					\$0.00
58	Door, accordion, bi-parting, 30-0 X 10-0	each					\$0.00
59	Signs, directional	each					\$0.00
60	Signs, room identification	each					\$0.00
Furnishings							
61	Blinds, Window	per window					\$0.00
62	Computer Keyboard Tray (Radiology - Keyboard Nominal Size 8" X 24")	each					\$0.00
63	Computer Keyboard Trays (Key Board Nominal Size 7" X 18.5")	each					\$0.00
Electrical							
64	Outlet, 208V, 40 Amp, wall-mounted	each					\$0.00
65	Outlet, duplex, dedicated, wall-mounted	each					\$0.00
66	Outlet, duplex, floor-mounted	each					\$0.00
67	Outlet, duplex, wall-mounted	each					\$0.00
68	Outlet, GFI, duplex, wall-mounted	each					\$0.00
69	Outlet, quadraplex (double duplex), wall-mounted	each					\$0.00
70	Outlet, telephone/data, wall-mounted	each					\$0.00

NOTE: These prices will be submitted as a part of the initial offer and negotiated during the course of the solicitation period. After prices have been mutually agreed to by the offeror and Contracting Officer or designee, these prices will not be subject to change at the time of Best and Final Offers.

Note 1: The above quantities are estimates based on gross square footage.
Note 2: Prices quoted shall be fully installed and finished.

Offeror

Date

Contracting Officer (or designee)

Date

EXHIBIT B of SCHEDULE B-1
DEPARTMENT OF VETERANS AFFAIRS
UNIT PRICES FOR ALTERATIONS DURING THE FIRST YEAR OF CONTRACT

Item	Description	Unit of Measurement	Cost of Materials	Number of Labor Hours	Cost/ Labor Hour	Total Price for Labor & Materials
Doors and Windows						
1	Door and frame, interior, 3'-0" x 7'-0"	each				\$0.00
2	Door and frame, interior, 3'-6" x 7'-0"	each				\$0.00
3	Door and frame, interior, 4'-0" x 7'-0"	each				\$0.00
4	Doors and frame, double, each leaf 2'-6" x 7'-0"	pair				\$0.00
5	Doors and frame, double, each leaf 3'-0" x 7'-0"	pair				\$0.00
6	Doors and frame, double, each leaf 3'-6" x 7'-0"	pair				\$0.00
7	Door and frame, dutch, 3'-0" x 3'-6", w/12" shelf & piano hinge	each				\$0.00
8	Hardware, Door, HW1	set				\$0.00
9	Hardware, Door, HW6	set				\$0.00
10	Hardware, Door, HW13	set				\$0.00
11	Hardware, Door, HW18	set				\$0.00
12	Hardware, Door, HW23	set				\$0.00
13	Hardware, Door, HW34	set				\$0.00
14	Hardware, Door, HW38	set				\$0.00
15	Hardware, Door, HW40	set				\$0.00
16	Hardware, Door, HW43	set				\$0.00
17	Hardware, Door, HW52	set				\$0.00
18	Hardware, Door, HW69	set				\$0.00
19	Hardware, Door, push/pull	set				\$0.00
20	Closer, door, overhead	each				\$0.00
21	Vision panel, door, 4" x 25"	each				\$0.00
22	Vision panel, door, wire glass, with metal frame, 10" x 10"	each				\$0.00
23	Windows, exterior	each				\$0.00
Partitions and Finishes						
24	Partitioning, office subdividing, fixed, fully-finished, ceiling-high	linear foot				\$0.00
25	Sound-conditioning for ceiling-high, subdividing partitioning above	linear foot				\$0.00
26	Office subdividing, full-height, finished floor to underslab (additional cost over 1. above)	linear foot				\$0.00
27	AT- Acoustical Ceiling, Tile	square foot				\$0.00
28	AT(SP) Acoustical Ceiling with Sprayed Plastic Finish	square foot				\$0.00
29	AT(TG)- Acoustical Ceiling with Tegular (reveal) Edge	square foot				\$0.00
30	GWB Lay-in Panels in Ceiling Grid	square foot				\$0.00
31	AWP- Acoustical Wall Panel	square foot				\$0.00
32	CP- Carpet, without Cushion Broadloom	square yard				\$0.00
33	CPT- Carpet Tile	square yard				\$0.00
34	CT- Ceramic Tile, Wall	square foot				\$0.00
35	CT-Ceramic Tile, Floor	square foot				\$0.00
36	QT- Quarry Tile	square foot				\$0.00
37	P- Paint, Interior Alkyd	square foot				\$0.00
38	P- Paint, Interior Latex	square foot				\$0.00
39	EPY- Epoxy Coatings	square foot				\$0.00
40	SC- High-Build Glazed Coating (Special Coating)	square foot				\$0.00
41	RB- Resilient Base	linear foot				\$0.00
42	RF- Raised Rubber Flooring	square foot				\$0.00
43	RSL- Resilient Sheet Flooring	square foot				\$0.00
44	WSL- Welded seam sheet flooring	square foot				\$0.00
45	W- Wallcovering, Vinly Coated Fabric	square yard				\$0.00
46	W- Wallcovering, Vinly Coated Fabric	square yard				\$0.00
47	WB- Wall Border, Vinyl Coated Paper, 10"	linear foot				\$0.00
Specialties						
48	Wallcovering, PVC, Protective (WP)	square yard				\$0.00

EXHIBIT B of SCHEDULE B-1
DEPARTMENT OF VETERANS AFFAIRS
UNIT PRICES FOR ALTERATIONS DURING THE FIRST YEAR OF CONTRACT

Item	Description	Unit of Measurement	Cost of Materials	Number of Labor Hours	Cost/ Labor Hour	Total Price for Labor & Materials
49	Armor plate, door, 2' - 6" W X 3' - 0" H, nominal	each				\$0.00
50	Armor plate, door, 3' - 0" W X 3' - 0" H, nominal	each				\$0.00
51	Armor plate, door, 3' - 6" W X 3' - 0" H, nominal	each				\$0.00
52	Armor plate, door, 4' - 0" W X 3' - 0" H, nominal	each				\$0.00
53	Chairrail	each				\$0.00
54	Handrail	linear foot				\$0.00
55	Corner Guard, flush, bullnose, 3" wing X 8' H	linear foot				\$0.00
56	Track, Curtain, Cubicle, Ceiling Type, Surface Mounted.	linear foot				\$0.00
57	Door, accordion, 3-0 X 7-0	each				\$0.00
58	Door, accordion, bi-parting, 30-0 X 10-0	each				\$0.00
59	Signs, directional	each				\$0.00
60	Signs, room identification	each				\$0.00
	Furnishings					
61	Blinds, Window	per window				\$0.00
62	Computer Keyboard Tray (Radiology - Keyboard Nominal Size 8" X 24")	each				\$0.00
63	Computer Keyboard Trays (Key Board Nominal Size 7" X 18.5")	each				\$0.00
	Electrical					
64	Outlet, 208V, 40 Amp, wall-mounted	each				\$0.00
65	Outlet, duplex, dedicated, wall-mounted	each				\$0.00
66	Outlet, duplex, floor-mounted	each				\$0.00
67	Outlet, duplex, wall-mounted	each				\$0.00
68	Outlet, GFI, duplex, wall-mounted	each				\$0.00
69	Outlet, quadruplex (double duplex), wall-mounted	each				\$0.00
70	Outlet, telephone/data, wall-mounted	each				\$0.00

These prices will be submitted as a part of the initial offer and negotiated during the course of the solicitation period. After prices have been mutually agreed to by the offeror and Contracting Officer or designee, these prices will not be subject to change at the time of Best and Final Offers.

Offeror Date

Contracting Officer (or designee) Date

PART V

SCHEDULE C

PART V: SCHEDULE C--SPACE PROGRAM, FINISH, DOORS & HARDWARE

Editing Note: Schedule C is a combined Space Program and Room Finish, Door and Hardware Schedule. A project specific Space Program is required to prepare Schedule C.

This template contains an example Schedule C based on VA Space Planning Criteria, *Primary Care*, dated May 2004. Individual projects, particularly larger clinics, will include additional specialty clinics and other services. The example Schedule C includes “place holders” for services commonly included in free standing outpatient clinics. Refer to Section 5 in Design Guide for additional guidance in developing the space program.

The example Schedule C includes room finishes, doors, and hardware from VA PG-18-14. In some cases, options are provided. Select appropriate finish from the options provided for project requirements. Other finishes may be edited as necessary to meet project requirements and local practice.

If there will be specialty clinics and other services not listed in the example, refer to Section 5 in Design Guide and PG-18-14 for guidance in selecting room finishes, doors and hardware.

1. SPACE PROGRAM, ROOM FINISH, DOOR AND HARDWARE SCHEDULE--GENERAL

Schedule C lists each type of space or room required in the outpatient clinic. The following information is listed for each space in the Schedule:

Department, Area and Function

Net Area (Program)

Floor, Wall and Ceiling Finishes

Door Symbol and Hardware Set

If the Lessor believes that there are spaces or conditions not included in this Schedule, the question shall be referred to the Contracting Officer.

1.1 SPACE PROGRAM--GENERAL

The Lessor shall use the program net areas in Schedule C and the conceptual floor plan provided in Part X of this solicitation as the basis for the space planning and functional layout of the facility. The final layout, design development and construction documents shall be developed in accordance with Paragraphs 3.22 and 3.23 of Part I of this solicitation. The completed building shall accommodate the space program and interior functional requirements of the VA Outpatient Clinic.

The Schedule C indicates the required room size (net area) for each functional space in the outpatient clinic. In addition to the functional spaces listed in Schedule C, the Lessor shall allow for circulation systems (see paragraph 7.1.3 in Part I of the SFO) and mechanical and electrical equipment serving the building (see Section 6 in Part I of the SFO). The Lessor shall use the information provided in this solicitation to develop the finished design and construction documents for the outpatient clinic. Final room sizes and the arrangement of spaces shall be approved by the Contracting Officer.

Net Area, Net Square Feet (NSF): is the functional floor area in a room or space that can be used by people, furnishings or equipment, **this is the area listed in Schedule C.**

Net Usable Space is the area for which VA will pay a square foot rate. It is determined as defined in Paragraph 3.14 of Part I of this solicitation. Some functional spaces in Schedule C are excluded from the net usable area. In those cases, the programmed area is indicated in the column "Excluded from Net Usable Space."

Rentable Area and method of computing **inside gross area** are defined in Paragraph 3.14 in Part I of the SFO.

1.2 ROOM FINISHES, DOOR AND HARDWARE SCHEDULE- General

1.2.1 USE OF SCHEDULE C:

The requirements in this Schedule apply to new outpatient clinic construction //and to renovation where the existing type finishes and door openings are not suitable for the intended use of the space involved//. Lessor shall provide materials, finishes, doors, frames, and hardware in accordance with applicable sections of VA Master Construction Specifications (MCS). See Part VI for information on obtaining and using VA MCS and Standard Details.

Lessor shall provide each space with door(s) of the type and size as listed in Schedule C with hardware as noted. Doors and hardware requirements are indicated by their respective door symbols and hardware set numbers in this Schedule. Additional requirements are defined in Paragraph 1.3, "Doors and Hardware".

Editing Note: Edit list as required for project requirements.

The Lessor shall provide room finishes in each room in accordance with Schedule C. Finishes are shown in the schedule for the floor, base, wainscot, wall, and ceiling surfaces for each room or space. The following are abbreviations used for materials and codes throughout the room finishes, door, and hardware schedule. The Lessor shall coordinate abbreviations with the construction documents.

ADO	Automatic Door Operator
AF	Access Flooring
AT	Acoustical Ceiling (Tile)
AT(SP)	Acoustical Ceiling (with Sprayed Plastic Finish)
AT(TG)	Acoustical Ceiling (with Tegular Edge)
AWF	Acoustical Wall Fabric (Tackable)
AWP	Acoustical Wall Panel
BP	Brick Pavers (Unit Pavers)
BR	Brick (Unit Masonry)
C	Concrete
CC	Color Code
CEF	Conductive Elastomeric (Liquid) Flooring
CMU	Concrete Masonry Units (Unit Masonry)

CP	Carpet (without Cushion Broadloom)
CPT	Carpet Tile
CT	Ceramic Tile (Floor, Base, and Wall)
EFTR	Existing Finish to Remain
EPY	Epoxy (Coatings)
ERF	Epoxy Resinous Flooring
EX	Existing
EXP	Exposed
GL	Glass (Glazing)
GWB	Gypsum Wallboard Systems
HW	Hardware Set (Finish or Builders Hardware)
LM	Latex Mastic Flooring
MAT	Material
MC	Multi-Color Coating
NF	Natural Finish
NO	Number
P	Paint (Exterior, Interior, Transparent Finishes)
PC	Precast (Architectural Precast Concrete Panels)
PCP	Portland Cement Plaster
PFW	Polypropylene Fabric Wallcovering
PL	Plaster
PUT	Polyurethane
QT	Quarry Tile
RAF	Resilient Athletic Flooring
RB	Resilient Base (Rubber, Vinyl)
RF	Raised Rubber Flooring
RSF	Resilient Sheet Flooring
SC	High Build Glazed Coating (Special Coating)
SP	Special Faced
SPEC	Special (Architect's Choice)
ST	Stone (Cast)
TT	Terrazzo Tile (Plastic Matrix)
VCT	Resilient Tile Flooring (Vinyl Composition Tile)
VP	Veneer Plaster
W	Wallcovering (Vinyl Coated Fabric)
WB	Wall Border

WD	Wood
WP	Wallcovering Protective (Rigid PVC Sheet)
WSF	Welded Seam Sheet Flooring

Editing Note: Selections should be made by the VA and Schedule C edited prior to the issue of the SFO.

In Schedule C, where a combination of materials are separated by the symbol "/", i.e., GWB/CMU, AT/(GWB), etc., the designer shall select the appropriate materials from those listed on the basis of project requirements and cost and shall detail and specify only the selected materials in the project documents. The "/" indicate the option of materials listed. Where a combination of materials separated by the symbol "-", i.e., GWB-W, etc., indicates an additional material finish or modification

1.2.2 OTHER REQUIREMENTS

1.2.2.1 SAFETY GLASS

There are three (3) types of safety glass that may be required in Interior Spaces; these are:

Wire Glass ("W") in steel frames shall be used in the following areas:

- Observation Windows in fire rated partitions and smoke partitions.
- Vision panels in fire rated doors and smoke doors.

Laminated Fire Glass may be substituted for wire glass in fire rated assemblies. Laminated fire glass is preferred for glass over 0.065 m² (100 square inches).

Tempered Glass ("T") shall be used in all other Observations Windows and Doors with vision panels, including side lights.

1.2.2.2 WALL PROTECTION AT DRINKING FOUNTAINS AND LAVATORIES

Provide vinyl wall covering behind Drinking Fountain Alcoves where wallboard or plaster finish occur and behind lavatories and end walls in examination rooms, treatment rooms, etc. at a minimum 50 inches wide (or terminating at the nearest inside corner). The vinyl wall covering shall go from base to ceiling.

Editing Note: type WP vinyl wallcovering consists of a solid, rigid vinyl material without a fabric backing. It is intended for use as wall protection with or with out bumper rails. Corner guards are still required. Color and texture of the WP material can be coordinated with vinyl handrails, bumper rails, and corner guards. Use materials over 0.035-inch in high-abuse areas such as service corridors.

1.2.2.3 WALLCOVERING PROTECTIVE (WP), RIGID PVC SHEET

Provide rigid, embossed, impact-resistant protective wallcovering of PVC plastic sheets or roll stock. Material shall have following minimum properties: Thickness: //0.028 inch// //0.035 inch// //0.060 inch// //0.080 inch//; Roll Width: 48 inches; or Sheet Size: 48 by 96 inches; Flame/Smoke Ratings: ASTM E 84, Class A; Flame Spread 0-25; Smoke Developed 0-450. Provide accessories: color matched rigid vinyl moldings and trim; acrylic latex primer/sealer, and mildew-resistant adhesives and caulk. Materials shall be cadmium and mercury free.

Install WP at locations indicated in Schedule C over primed GWB //or plaster// substrate. //Provide impact-resistant GWB under wallcovering of 0.060-inch or greater thickness.// Do not seam within 24 inches of internal or external corners. Install covering before installation of bases, cabinets, hardware, or items attached to or spaced slightly from wall surface. Do not install covering more than 1/4 inch below top of resilient base. Terminate top of wallcovering at //handrail// //chair rail// //[____ inches above finished floor]// //[____]//.

//1.2.2.4 STAIRWAYS

In stairways use Molded Rubber Treads on stairs and Resilient Tile (VCT) on floor landings and rubber tile on intermediate landings except for stairs exposed to the weather or those in strictly utilitarian areas such as shops, building service equipment rooms, etc.//

1.3 DOORS AND HARDWARE

1.3.1 DOORS:

1. For basic types and sizes of doors, refer to Architectural Standard Details 08100-1 and 08100-2. For common door frame types and partition framing at doors, see Standard Details 08110-1, 08110-2 and 08110-3. The standard door and frame details shall be used, except where uncommon conditions occur.
2. The Door Symbols identify the type, size and special features of doors for use in a room or space. The number and letters used for the Door Symbol have the following meaning; the first number (or numbers) indicate door type and door material (odd nos. wood and even nos. steel), i.e. "1/2, 4, etc." Where combinations appear such as "1/2, 9/10, etc." either type may be used (subject to requirements in Sections 6 and 7 of Part I of the SFO). The first letter (or letters) indicate door size i.e. "M, MM, V, etc." The letter after a dash i.e. "-A" indicate a modification to a door. Use these symbols and designations at door openings on floor plan drawings.
3. Refrigerator, Elevator, Chute and Access Doors are specific doors covered under the relevant master specification sections (MCS) in the Technical Information Library.
4. For additional door requirements see Architectural Criteria in Sections 6 and 7 in Part I of the SFO.
5. Wood doors, in lieu of steel doors, shall be specified in humid areas or where it is the local practice to use wood doors. Do not use wood doors where high impact conditions are anticipated nor for fire doors. Select a suitable door type for these conditions.
6. Door Swing: Doors to Housekeeping Aids Closets (HAC) shall open out. HAC doors shall swing out 180° where possible.

1.3.2 FINISH HARDWARE:

HARDWARE RESPONSIBILITY: The Builders (Finish) Hardware Schedule must be prepared by a Hardware Consultant or Specialist.

HARDWARE SETS:

General: Hardware for door openings from corridors to rooms and spaces is listed under column headings "HARDWARE." in this program guide, except as otherwise shown below. These hardware sets correspond to sets of hardware specified in MCS 08710, BUILDERS HARDWARE.

Exceptions: Hardware sets for the following conditions and door openings must be properly selected by a Hardware Consultant from the appropriate hardware sets listed in MCS 08710 or new sets must be developed to suit the project conditions and door openings.

Communicating Doors: Generally, for doors in partitions that separate offices, specify hardware set HW 7 where no security is necessary, or a set with a lock if security is needed.

Doors in Fire Partitions: Generally, the hardware sets listed under the column heading "HARDWARE." are for non-fire resistance rated partitions. Where fire resistance rated partitions occur, substitute a hardware set which corresponds to the set listed in this handbook for the space, but is self-closing and self-latching.

In cases where it is important for a fire door to remain open under normal conditions, select a hardware set that has a combination electro-magnetic closer-holder instead of a closer only. Electro-magnetic closer-holders must be connected to the fire alarm system.

Lead Lined Doors: Coordinate the hardware sets with the lead lined door and frame details shown on the Standard Detail drawings and the project drawings.

//Existing Doors or Frames to Remain in Place: Select and coordinate the hardware requirements for these conditions to insure that suitable/compatible hardware is provided for the intended use of the space.//

1.4 CEILING HEIGHTS

Minimum clear ceiling heights from finished floor to finished ceiling shall be 9'-0" except for areas listed below.

Editing Note: delete rooms or areas not required in project.

Camera rooms (Medical Media Production)	10'-0"
Cardiac catheterization rooms (X-ray)	9'-6"****
Corrective therapy rooms (Rehabilitation Medicine)	10'-0"
Corridors	8'-0"
Emergency generator rooms, generators smaller than 500 KW	12'-0"
Emergency generator rooms, generators 500 KW and larger	14'-0"
Libraries (health science and patients)	9'-6"
Vocational Rehabilitation Therapy	9'-6"
Mechanical equipment rooms-ceiling heights shall accommodate the equipment and associated piping, ducts and conduits.	
Nuclear Medicine Pet/Cyclotron rooms	10'-0"
Operating rooms	9'-6"*
Parking structures-minimum clearance	7'-6"***
Physical therapy clinics (Rehabilitation Medicine).....	9'-6"
Radiation therapy rooms	9'-6"
Switchgear rooms (high voltage)	11'-0"
Transformer rooms	11'-0"
Warehouses.....	15'-0"
X-ray rooms	9'-6"****

*Additional 8" of accessible space must be available above the ceiling to accommodate ceiling-mounted operating microscopes: Otherwise, ceiling height must be 10'-2".

**Life Safety Code, NFPA-101, requires a means of egress to have a minimum headroom of 7'-6" and any projection from the ceiling to be at least 6'-8" from the floor.

***Some manufacturers' equipment for cardiac cath and special procedures rooms may require more than 9'-6". Verify specific requirements with VA before establishing a firm ceiling height in these spaces.

//EDITABLE EXAMPLE OF// SPACE PROGRAM, ROOM FINISH, DOOR AND HARDWARE SCHEDULE

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Department	Area	Design Guide Plate	Function	Qty	Area sf	Net Area sf	Excluded from Net Usable Space	Floor	Base	Wall	Wains	Ceiling	Color Code	Door Symbol	Hardware	Notes
Primary Care	Reception		Clinic Waiting	1	60	60		CP	RB	GWB-W		AT		1/2 S-T/ 3/4 V-T	52	
Primary Care	Reception	2-18	Reception	1	140	140		CP	RB	GWB-W		AT		Open		
Primary Care	Reception		Patient Education Kiosk/Alcove	1	30	30		CP	RB	GWB-W		AT		Open		
Primary Care	Reception		Patient Education Cubicle	1	30	30		CP	RB	GWB-W		AT		Open		
								VCT	RB	GWB		AT / GWB Lay-in Panels		1/2 U-T	40	1, 2
Primary Care	Reception		Patient Education Conference Room	1	250	250										
Primary Care	Reception	2-21	Public Toilets (Visitor & Patient)	2	60	120		CT	CT	GWB	CT 4'-0"	AT		1/2 S	1/13	
			Reception Total			630	0									
Primary Care	Patient Care	2-9	Nurse Triage	1	120	120		VCT	RB	GWB		AT		1/2 S-T	23	1
Primary Care	Patient Care	2-8	Nurse Station	1	100	100		VCT/CP	RB	GWB-W		AT		Open		
Primary Care	Patient Care	2-7	Medications Room	1	60	60		VCT	RB	GWB		AT		1/2 S	43	
Primary Care	Patient Care	2-6	Clerks	1	60	60		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Patient Care		Vital Signs Area	1	80	80		VCT	RB	GWB		AT		Open		
Primary Care	Patient Care	2-2	Exam Rooms	15	120	1,800		VCT	RB	GWB		GWB Lay-in Panels		1/2 S	69	1
Primary Care	Patient Care	2-2 with special HVAC	Isolation Exam Rooms	2	140	280		VCT	RB	GWB		GWB Lay-in Panels		1/2 S	69	1
Primary Care	Patient Care	2-21 with special HVAC	Dedicated Isolation Toilet	2	60	120		CT	CT	GWB	CT 4'-0"	GWB Lay-in Panels		1/2 S	18	
Primary Care	Patient Care	2-13	General Procedure Room (GP)	1	175	175		VCT	RB	GWB		AT		1/2 S	69	
Primary Care	Patient Care		Sub-waiting	1	100	100		VCT/CP	RB	GWB-W		AT		Open		
Primary Care	Patient Care	2-21	Dedicated Patient Toilet	1	60	60		CT	CT	GWB	CT 4'-0"	AT		1/2 S	18	
Primary Care	Patient Care		Procedure Room Two Position (GP)	1	340	340		VCT	RB	GWB		AT		1/2 V	69	1
Primary Care	Patient Care	2-14	Proctoscopic Procedure Room	1	175	175		RSF	RSF	GWB		GWB Lay-in Panels		1/2 S	69	
Primary Care	Patient Care	2-21	Dedicated Patient Toilet	1	60	60		CT	CT	GWB	CT 4'-0"	AT		1/2 S	18	
Primary Care	Patient Care	2-20	Scope Wash Room	1	120	120		RSF	RB	GWB		GWB Lay-in Panels		1/2 S	29	
Primary Care	Patient Care		EKG Room	1	120	120		VCT	RB	GWB		AT		1/2 V	67	
Primary Care	Patient Care		Immunization Room	1	220	220		VCT	RB	GWB		AT		1/2 S	69	
Primary Care	Patient Care		Immunization Waiting/Observation Area	1	20	20		VCT	RB	GWB		AT		Open		
Primary Care	Patient Care		One Person Audio Booth	1	120	120							Prefabricated			
Primary Care	Patient Care		Audio Booth Suite	1	375	375								Prefabricated		
Primary Care	Patient Care	2-1	Blood Draw Area	1	120	120		VCT	RB	GWB		AT		1/2 V-T	52	
Primary Care	Patient Care	2-21	Dedicated Patient Toilet	1	60	60		CT	CT	GWB	CT 4'-0"	AT		1/2 S	18	
Primary Care	Patient Care		Office/Provider	6	120	720		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Patient Care		Office Head Nurse	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Patient Care		Office RN and LPN	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Patient Care	2-8	Nurse Station	1	120	120		CP	RB	GWB		AT		Open		
Primary Care	Patient Care	2-22	Clean Utility	1	120	120		VCT	RB	GWB (SC)		AT (SP)		11/12 V-W	43	
Primary Care	Patient Care	2-23	Soiled Utility	1	100	100		RSF	RB	GWB (SC)		AT (SP)		11/12 V-W	43	
Primary Care	Patient Care		Equipment Storage Room	1	100	100		VCT	RB	GWB (SC)		AT (SP)		11/12 V-W	43	
			Patient Care Total			6,085	0									
Primary Care	Staff & Admin		Clinic Director	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Staff & Admin		Advice Nurse Office	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Staff & Admin		Social Worker	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	
Primary Care	Staff & Admin		Mental Health Provider	1	120	120		CP	RB	GWB-W		AT		1/2 S	23	

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Department	Area	Design Guide Plate	Function	Qty	Area sf	Net Area sf	Excluded from Net Usable Space	Floor	Base	Wall	Wains	Ceiling	Color Code	Door Symbol	Hardware	Notes		
Primary Care	Staff & Admin		Office Professional	1	120	120		CP	RB	GWB-W		AT		1/2 S	23			
Primary Care	Staff & Admin		Office Administration	1	120	120		CP	RB	GWB-W		AT		1/2 S	23			
Primary Care	Staff & Admin		Administrative Cubicle	3	60	180		CP	RB	Prefabricated		AT		Open				
Primary Care	Staff & Admin		Telemedicine Room	1	120	120		CP	RB	GWB-W		AT		1/2 S	23			
Primary Care	Staff & Admin		Copy Room	1	100	100		VCT/CP	W	GWB		AT		1/2 S	34			
Primary Care	Staff & Admin		Form/Literature Storage	1	100	100		VCT	RB	GWB		AT		1/2 S	34			
Primary Care	Staff & Admin		Conference Room	1	250	250		CP	RB	GWB-W		AT		1/2 U-T	40	1, 2		
Primary Care	Staff & Admin		Staff Lounge	1	140	140		CP/VCT	RB	GWB		AT		1/2 S-T	38			
Primary Care	Staff & Admin		Staff Lockers	25	10	250		VCT	RB	GWB		AT		1/2 S	1			
Primary Care	Staff & Admin		Staff Toilets	2	60	120		CT	CT	GWB	CT 4'-0"	AT		1/2 S	1			
			Staff & Admin Total			1,980	0											
Primary Care	Support		Houskeeping Aides Closet (HAC)	1	40	40		CT	CT	GWB (SC)	CT 4'-0"	AT (SP)		1/2 T	13			
Primary Care	Support		Stretcher/Wheelchair Storage	1	60	60		VCT	RB	GWB		AT		11/12 S-W	69			
Primary Care	Support		Crash Cart Alcove	1	20	20		VCT	RB	GWB		AT		Open				
			Support Total			120	0											
Primary Care	Residency		Resident's Cubicles	2	60	120		CP	RB	GWB		AT		1/2 U-T	17	1, 3		
Primary Care	Residency		Resident's Library	1	140	140		CP	RB	GWB		AT		1/2 U-T	40	1, 2		
Primary Care	Residency		Conference Room	1	250	250		VCT	RB	GWB		AT		1/2 U-T	40	1, 2		
Primary Care	Residency	2-2	Resident's Exam Room	2	120	240		VCT	RB	GWB		GWB Lay-in Panels		1/2 S	69	1		
Primary Care	Residency	2-2	Preceptor/Consult Rooms	1	120	120		CP	RB	GWB		GWB Lay-in Panels		1/2 S	69	1		
			Residency Total			870	0											
Primary Care	Lobby		Central Clinic Lobby	1	200	0	200	Finshes to be selected based on requirements and cost										7
Primary Care	Lobby		Clinic Information Desk	1	100	0	100	Finshes to be selected based on requirements and cost									Open	7
Primary Care	Lobby	2-21	Public Toilets (Visitor & Patient)	2	60	0	120	CT	CT	GWB	CT 4'-0"	AT		1/2 S	1/13	7		
Primary Care	Lobby		Houskeeping Aides Closet (HAC)	2	40	0	80	CT	CT	GWB (SC)	CT 4'-0"	AT (SP)		1/2 T	13	7		
			Lobby Total			0	500											
Primary Care	Lab & Pathology	2-5	Laboratory	1	240	240		VCT	RB	GWB		AT (SP)		1/2 V-T	67			
			Lab & Pathology Total			240	0											
Primary Care	Pharmacy	2-11 or 2-12	Clinic Pharmacy	1	240	240		CP	RB	GWB		AT		36 V	157	4		
			Pharmacy Total			240	0											
Primary Care	Radiology	2-15	Radiology Room	1	320	320		VCT	RB	GWB		AT		15 W	106	1, 5, 6		
Primary Care	Radiology	2-16	Dressing Cubicle	2	60	120		VCT	RB	GWB		AT		1/2 S-T	14			
Primary Care	Radiology	2-18	X-Ray Viewing	1	120	120		VCT/CP	RB	GWB		AT		1/2 S-T	67			
Primary Care			Corridors			0		VCT	RB	GWB		AT		1/2 QQ-T	6	7		
			Radiology Total			560	0											
			Primary Care Total			10,725	500											
Audiology						0												
			Audiology Total			0	0											
Canteen Service						0												
			Canteen Service Total			0	0											
Cardiovascular Laboratories						0												
			Cardiovascular Laboratories Total			0	0											
Dental Service						0												
			Dental Service Total			0	0											
EEG Laboratory						0												
			EEG Laboratory Total			0	0											
Engineering Service						0												
			Engineering Service Total			0	0											

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Department	Area	Design Guide Plate	Function	Qty	Area sf	Net Area sf	Excluded from Net Usable Space	Floor	Base	Wall	Wains	Ceiling	Color Code	Door Symbol	Hardware	Notes
Environmental Management	Administration					0										
Environmental Management	LLTS					0										
Environmental Management Total						0	0									
Eye Clinic						0										
Eye Clinic Total						0	0									
Laboratory and Pathology Service						0										
Laboratory and Pathology Service Total						0	0									
Pharmacy Service						0										
Pharmacy Service Total						0	0									
Mental Health Clinic						0										
Mental Health Clinic Total						0	0									
Police and Security						0										
Police and Security Total						0	0									
Prosthetics and Sensory Aids						0										
Prosthetics and Sensory Aids Total						0	0									
Pulmonary Medicine						0										
Pulmonary Medicine Total						0	0									
Radiology Service						0										
Radiology Service Total						0	0									
Rehab Medicine Service						0										
Rehab Medicine Service Total						0	0									
Service Organizations						0										
Service Organizations Total						0	0									
Supply, Processing and Distribution						0										
Supply, Processing and Distribution Total						0	0									
Surgical Service						0										
Surgical Service Total						0	0									
Volunteer Facilities						0										
Volunteer Facilities Total						0	0									
Grand Total						10,725	500									

NOTES FOR ROOM FINISH, DOOR and HARDWARE SCHEDULE:

1. See SFO Part I, Paragraph 7.4 for Noise Transmission Control.
2. Provide acoustic/tackable wall covering on one wall.
3. Cubicles enclosures may also be pre-fabricated units without doors (open office system).
4. See SFO Part I, Paragraph 4.2.7 for Physical Security Requirements.
5. See SFO Part I, Paragraph 7.5 for X-Ray Radiation Shielding and Radiographic Rooms.
6. 2 x 2 acoustic tile to be used in these areas.
7. See SFO Part I, Paragraph 3.14 for definitions of Rentable and Net Usable Area; and areas to be excluded from Net Usable Area.

PART VI

STANDARD DETAILS AND SPECIFICATIONS

InterNet Access to:
**FM's TECHNICAL
INFORMATION LIBRARY**

VA's Data Store of Electronic Information
On Design, Construction, Leasing, Estimating, Contract Administration and a Whole lot More!



Inter Net

HOW TO FIND THE TIL

<http://www.va.gov/facmgt/standard/>



Intra Net

HOW TO FIND THE TIL

<http://vawww.va.gov/facmgt/standard/>



The Net

WHAT'S IN THE TIL

- Design Guides
- Design Manuals
- Master Specifications
- Space Criteria
- Cost Estimating
- Design & A/E Alerts
- Standard Details
- Seismic Information



The Net

WHO SHOULD USE THE TIL

- VA** executives looking for facilities information
- VA** Facilities managers, planners, designers, and engineers
- Private consultants doing business with **VA**



The Net

QUESTIONS?

For more information, Contact Facilities Quality Service at 202.565.6455
or on the Net at "standards@hq.med.va.gov"

May 2004

Department of Veterans Affairs



Office of Facilities Management

PART VII

ACCESSIBILITY STANDARDS

PART VII ACCESSIBILITY STANDARDS

The design, construction, and alteration of facilities shall comply with local codes and ordinances, and the requirements contained in the ADA Standards for Accessible Design (28 CFR Part 36). In addition, all VA facilities must comply with the Uniform Federal Accessibility Standards (UFAS) and VA Program Guide PG-18-13, "Barrier Free Design Guide" which are part of this Solicitation by reference. Provide offer that complies with the stricter of these standards for each requirement.

UFAS may be downloaded from <http://www.access-board.gov/ufas/ufas-html/ufas.htm> OR can be obtained in other formats from:

The Access Board
1331 F Street, NW, Suite 1000
Washington, DC 20004-1111

E-mail: info@access-board.gov
Voice: 800.872.2253
202.272.5434
TTY 800.993.2822
202.272.5449
Fax 202.272.5447

ADA Standards for Accessible Design may be downloaded from the ADA Homepage at <http://www.usdoj.gov/crt/ada/adahom1.htm> OR can be obtained in other formats from the Department of Justice.

The U.S. Department of Justice provides free ADA materials. Printed materials may be ordered by calling the ADA Information Line (1-800-514-0301 (Voice) or 1-800-514-0383 (TDD)). Automated service is available 24-hours a day for recorded information and to order publications. Many of these materials are available from an automated fax system that is available 24-hours a day. To order a publication by fax, call the ADA Information Line and follow the directions for placing a fax order.

The VA "Barrier Free Design Guide," PG-18-13 may be downloaded using FM's Technical Information Library at <http://www.va.gov/facmgt/standard/>.

PART VIII

LABOR STANDARDS PROVISION

PART VIII LABOR STANDARDS PROVISIONS

1. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT-OVERTIME COMPENSATION (FAR 52.222-4) (SEPT 2000)

(a) **Overtime requirements.** No Contractor or subcontractor employing laborers or mechanics (see Federal Acquisition Regulation 22.300) shall require or permit them to work over 40 hours in any workweek unless they are paid at least 1 and 1/2 times the basic rate of pay for each hour worked over 40 hours.

(b) **Violation; liability for unpaid wages; liquidated damages.** The responsible Contractor and subcontractor are liable for unpaid wages if they violate the terms in paragraph (a) of this clause. In addition, the Contractor and subcontractor are liable for liquidated damages payable to the Government. The Contracting Officer will assess liquidated damages at the rate of \$10 per affected employee for each calendar day on which the employer required or permitted the employee to work in excess of the standard workweek of 40 hours without paying overtime wages required by the Contract Work Hours and Safety Standards Act.

(c) **Withholding for unpaid wages and liquidated damages.** The Contracting Officer will withhold from payments due under the contract sufficient funds required to satisfy any Contractor or subcontractor liabilities for unpaid wages and liquidated damages. If amounts withheld under the contract are insufficient to satisfy Contractor or subcontractor liabilities, the Contracting Officer will withhold payments from other Federal or Federally assisted contracts held by the same Contractor that are subject to the Contract Work hours and Safety Standard Act.

(d) **Payrolls and basic records.** (1) The Contractor and its subcontractors shall maintain payrolls and basic payroll records for all laborers and mechanics working on the contract during the contract and shall make them available to the Government until 3 years after contract completion. The records shall contain the name and address of each employee, social security number, labor classifications, hourly rates of wages paid, daily and weekly number of hours worked, deductions made, and actual wages paid. The records need not duplicate those required for construction work by Department of Labor Regulations at 29 CFR 5.5(a)(3), implementing the Davis-Bacon Act. (2) The Contractor and its subcontractors shall allow authorized representatives of the Contracting Officer or the Department of Labor to

inspect, copy, or transcribe records maintained under paragraph (d) (1) of this clause. The Contractor or subcontractor also shall allow authorized representatives of the Contracting Officer or Department of Labor to interview employees in the workplace during working hours.

(e) Subcontracts. The Contractor shall insert the provisions set forth in paragraphs (a) through (d) of this clause in subcontracts exceeding \$100,000 and require subcontractors to include these provisions in any lower-tier subcontracts. The Contractor shall be responsible for compliance by any subcontractor or lower-tier subcontractor with the provisions set forth in paragraphs (a) through (d) of this clause.

2. DAVIS-BACON ACT FAR 52.222-6 (FEB 1995)

(a) All laborers and mechanics employed or working upon the site of the work will be paid unconditionally and not less often than once a week, and without subsequent deduction or rebate on any account (except such payroll deductions as are permitted by regulations issued by the Secretary of Labor under the Copeland Act (29 CFR Part 3), the full amount of wages and bona fide fringe benefits (or cash equivalents thereof) due at time of payment computed at rates not less than those contained in the wage determination of the Secretary of Labor which is attached hereto and made a part hereof, regardless of any contractual relationship which may be alleged to exist between the Contractor and such laborers and mechanics. Contributions made or costs reasonably anticipated for bona fide fringe benefits under section 1 (b) (2) of the Davis-Bacon Act on behalf of laborers or mechanics are considered wages paid to such laborers or mechanics, subject to the provisions of paragraph (d) of this clause; also, regular contributions made or costs incurred for more than a weekly period (but not less often than quarterly) under plans, funds, or programs which cover the particular weekly period, are deemed to be constructively made or incurred during such period. Such laborers and mechanics shall be paid not less than the appropriate wage rate and fringe benefits in the wage determination for the classification of work actually performed, without regard to skill, except as provided in the clause entitled Apprentices and Trainees. Laborers or mechanics performing work in more than one classification may be compensated at the rate specified for each classification for the time actually worked herein; provided, That the employer's payroll records accurately set forth the time spent in each classification in which work is performed. The wage determination (including any additional classification and wage rates conformed under paragraph (b) of

this clause) and the Davis-Bacon poster (WH-1321) shall be posted at all times by the Contractor and its subcontractors at the site of the work in a prominent and accessible place where it can be easily seen by the workers.

(b) (1) The Contracting Officer shall require that any class of laborers or mechanics which is not listed in the wage determination and which is to be employed under the contract shall be classified in conformance with the wage determination. The Contracting Officer shall approve an additional classification and wage rate and fringe benefits therefor only when all the following criteria have been met:

(i) The work to be performed by the classification requested is not performed by a classification in the wage determination.

(ii) The classification is utilized in the area by the construction industry.

(iii) The proposed wage rate, including any bona fide fringe benefits, bears a reasonable relationship to the wage rates contained in the wage determination.

(2) If the Contractor and the laborers and mechanics to be employed in the classification (if known), or their representatives, and the Contracting Officer agree on the classification and wage rate (including the amount designated for fringe benefits, where appropriate), a report of the action taken shall be sent by the Contracting Officer to the Administrator of the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, Washington, DC 20210. The Administrator or an authorized representative will approve, modify, or disapprove every additional classification action within 30 days of receipt and so advise the Contracting Officer or will notify the Contracting Officer within the 30-day period that additional time is necessary.

(3) In the event the Contractor, the laborers or mechanics to be employed in the classification, or their representatives, and the Contracting Officer do not agree on the proposed classification and wage rate (including the amount designated for fringe benefits, where appropriate), the Contracting Officer shall refer the questions, including the views of all interested parties and the recommendation of the Contracting Officer, to the Administrator of the Wage and Hour Division for determination. The Administrator, or an authorized representative, will issue a determination within 30 days of receipt and so advise the Contracting Officer or will notify

the Contracting Officer within the 30-day period that additional time is necessary.

(4) The wage rate (including fringe benefits, where appropriate) determined pursuant to subparagraphs (b) (2) and (b) (3) of this clause shall be paid to all workers performing work in the classification under this contract from the first day on which work is performed in the classification.

(c) Whenever the minimum wage rate prescribed in the contract for a class of laborers or mechanics includes a fringe benefit which is not expressed as an hourly rate, the Contractor shall either pay the benefit as stated in the wage determination or shall pay another bona fide fringe benefit or an hourly cash equivalent thereof.

(d) If the Contractor does not make payments to a trustee or other third person, the Contractor may consider as part of the wages of any laborer or mechanic the amount of any costs reasonably anticipated in providing bona fide fringe benefits under a plan or program; provided, That the Secretary of Labor has found, upon the written request of the Contractor, that the applicable standards of the Davis-Bacon Act have been met. The Secretary of Labor may require the Contractor to set aside in a separate account assets for the meeting of obligations under the plan or program.

3. WITHHOLDING OF FUNDS (FAR 52.222-7) (FEB 1988)

The Contracting Officer shall, upon his or her own action or upon written request of an authorized representative of the Department of Labor, withhold or cause to be withheld from the Contractor under this contract or any other Federal contract with the same Prime Contractor, or any other Federally assisted contract subject to Davis-Bacon prevailing wage requirements, which is held by the same Prime Contractor, so much of the accrued payments or advances as may be considered necessary to pay laborers and mechanics, including apprentices, trainees, and helpers, employed by the Contractor or any subcontractor the full amount of wages required by the contract. In the event of failure to pay any laborer or mechanic, including any apprentice, trainee, or helper, employed or working on the site of the work, all or part of the wages required by the contract, the Contracting Officer may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment, advance, or guarantee of funds until such violations have ceased.

4. PAYROLLS AND BASIC RECORDS (FAR 52.222-8) (FEB 1988)

(a) Payrolls and basic records relating thereto shall be maintained by the Contractor during the course of the work and preserved for a period of 3 years thereafter for all laborers and mechanics working at the site of the work. Such records shall contain the name, address, and social security number of each such worker, his or her correct classification, hourly rates of wages paid (including rates of contributions or costs anticipated for bona fide fringe benefits or cash equivalents thereof of the types described in section 1 (b) (2) (B) of the Davis-Bacon Act), daily and weekly number of hours worked, deductions made, and actual wages paid. Whenever the Secretary of Labor has found, under paragraph (d) of the clause entitled Davis-Bacon Act, that the wages of any laborer or mechanic include the amount of any costs reasonably anticipated in providing benefits under a plan or program described in section 1 (b) (2) (B) of the Davis-Bacon Act, the Contractor shall maintain records which show that the commitment to provide such benefits is enforceable, that the plan or program is financially responsible, and that the plan or program has been communicated in writing to the laborers or mechanics affected, and records which show the costs anticipated or the actual cost incurred in providing such benefits. Contractors employing apprentices or trainees under approved programs shall maintain written evidence of the registration of apprenticeship programs and certification of trainee programs, the registration of the apprentices and trainees, and the ratios and wage rates prescribed in the applicable programs.

(b) (1) The Contractor shall submit weekly for each week in which any contract work is performed a copy of all payrolls to the Contracting Officer. The payrolls submitted shall set out accurately and completely all of the information required to be maintained under paragraph (a) of this clause. This information may be submitted in any form desired. Optional Form WH-347 (Federal Stock Number 029-005-00014-1) is available for this purpose and may be purchased from the Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402. The Prime Contractor is responsible for the submission of copies of payrolls by all subcontractors.

(2) Each payroll submitted shall be accompanied by a "Statement of Compliance," signed by the Contractor or subcontractor or his or her agent who pays or supervises the payment of the persons employed under the contract and shall certify

(i) That the payroll for the payroll period contains the information required to be maintained under paragraph (a) of this clause and that such information is correct and complete;

(ii) That each laborer or mechanic (including each helper, apprentice, and trainee) employed on the contract during the payroll period has been paid the full weekly wages earned, without rebate, either directly or indirectly, and that no deductions have been made either directly or indirectly from the full wages earned, other than permissible deductions as set forth in the Regulations, 29 CFR Part 3; and

(iii) That each laborer or mechanic has been paid not less than the applicable wage rates and fringe benefits or cash equivalents for the classification of work performed, as specified in the applicable wage determination incorporated into the contract.

(3) The weekly submission of a properly executed certification set forth on the reverse side of Optional Form WH-347 shall satisfy the requirement for submission of the "Statement of Compliance" required by subparagraph (b) (2) of this clause.

(4) The falsification of any of the certifications in this clause may subject the Contractor or subcontractor to civil or criminal prosecution under Section 1001 of Title 18, and Section 3729 of Title 31 of the United States Code.

(c) The Contractor or subcontractor shall make the records required under paragraph (a) of this clause available for inspection, copying, or transcription by the Contracting Officer or authorized representatives of the Contracting Officer or the Department of Labor. The Contractor or subcontractor shall permit the Contracting Officer or representatives of the Contracting Officer or the Department of Labor to interview employees during working hours on the job. If the Contractor or subcontractor fails to submit required records or to make them available, the Contracting Officer may, after written notice to the Contractor, take such action as may be necessary to cause the suspension of any further payment. Furthermore, failure to submit the required records upon request or to make such records available may be grounds for debarment action pursuant to 29 CFR 5.12.

5. APPRENTICES AND TRAINEES (FAR 52.222-9) (FEB 1988)

(a) **Apprentices.** Apprentices will be permitted to work at less than the predetermined rate for the work they performed when they are employed pursuant to and individually registered in a bona fide apprenticeship program

registered with the U.S. Department of Labor, Employment and Training Administration, Bureau of Apprenticeship and Training, or with a State Apprenticeship Agency recognized by the Bureau, or if a person is employed in his or her first 90 days of probationary employment as an apprentice in such an apprenticeship program, who is not individually registered in the program, but who has been certified by the Bureau of Apprenticeship and Training or a State Apprenticeship Agency (where appropriate) to be eligible for probationary employment as an apprentice. The allowable ratio of apprentices to journeymen on the job site in any craft classification shall not be greater than the ratio permitted to the Contractor as to the entire work force under the registered program. Any worker listed on a payroll at an apprentice wage rate, who is not registered or otherwise employed as stated in this paragraph, shall be paid not less than the applicable wage determination for the classification of work actually performed. In addition, any apprentice performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate on the wage determination for the work actually performed. Where a contractor is performing construction on a project in a locality other than that in which its program is registered, the ratios and wage rates (expressed in percentages of the journeyman's hourly rate) specified in the Contractor's or subcontractor's registered program shall be observed. Every apprentice must be paid at not less than the rate specified in the registered program for the apprentice's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Apprentices shall be paid fringe benefits in accordance with the provisions of the apprenticeship program. If the apprenticeship program does not specify fringe benefits, apprentices must be paid the full amount of fringe benefits listed on the wage determination for the applicable classification. If the Administrator determines that a different practice prevails for the applicable apprentice classification, fringes shall be paid in accordance with that determination. In the event the Bureau of Apprenticeship and Training, or a State Apprenticeship Agency recognized by the Bureau, withdraws approval of an apprenticeship program, the Contractor will no longer be permitted to utilize apprentices at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(b) Trainees. Except as provided in 29 CFR 5.16, trainees will not be permitted to work at less than the predetermined rate for the work performed

SOLICITATION FOR OFFERS

**OUTPATIENT CLINIC
[INSERT LOCATION OF FACILITY]**

SFO NO. V101-183R-xxx-xxx-xx

unless they are employed pursuant to an individually registered in a program which has received prior approval, evidenced by formal certification by the U.S. Department of Labor, Employment and Training Administration. The ratio of trainees to journeymen on the job site shall not be greater than permitted under the plan approved by the Employment and Training Administration. Every trainee must be paid at not less than the rate specified in the approved program for the trainee's level of progress, expressed as a percentage of the journeyman hourly rate specified in the applicable wage determination. Trainees shall be paid fringe benefits in accordance with the provisions of the trainee program. If the trainee program does not mention fringe benefits, trainees shall be paid the full amount of fringe benefits listed in the wage determination unless the Administrator of the Wage and Hour Division determines that there is an apprenticeship program associated with the corresponding journeyman wage rate in the wage determination which provides for less than full fringe benefits for apprentices. Any employee listed on the payroll at a trainee rate who is not registered and participating in a training plan approved by the Employment and Training Administration shall be paid not less than the applicable wage rate in the wage determination for the classification of work actually performed. In addition, any trainee performing work on the job site in excess of the ratio permitted under the registered program shall be paid not less than the applicable wage rate in the wage determination for the work actually performed. In the event the Employment and Training Administration withdraws approval of a training program, the Contractor will no longer be permitted to utilize trainees at less than the applicable predetermined rate for the work performed until an acceptable program is approved.

(c) Equal Employment Opportunity. The utilization of apprentices, trainees, and journeymen under this clause shall be in conformity with the equal employment opportunity requirements of Executive Order 11246, as amended, and 29 CFR Part 30.

6. COMPLIANCE WITH COPELAND ACT REQUIREMENTS (FAR 52.222-10) (FEB 1988)

The Contractor shall comply with the requirements of 29 CFR Part 3, which are hereby incorporated by reference in this contract.

7. SUBCONTRACTS (LABOR STANDARDS) (FAR 52.222-11) (FEB 1988)

(a) The Contractor or subcontractor shall insert in any subcontracts the clauses entitled *Davis-Bacon Act, Contract Work Hours and Safety Standards Act--Overtime Compensation, Apprentices and Trainees, Payrolls and Basic*

Records, Compliance with Copeland Act Requirements, Withholding of Funds, Subcontracts (Labor Standards) Contract Termination--Debarment, Disputes Concerning Labor Standards, Compliance with Davis-Bacon and Related Act Regulations, and Certification of Eligibility, and such other clauses as the Contracting Officer may, by appropriate instructions, require, and also a clause requiring subcontractors to include these clauses in any lower tier subcontracts. The Prime Contractor shall be responsible for compliance by any subcontractor or lower tier subcontractor with all the contract clauses cited in this paragraph.

(b) (1) Within 14 days after award of the contract, the Contractor shall deliver to the Contracting Officer a completed Statement and Acknowledgment Form (SF 1413) for each subcontract, including the subcontractor's signed and dated acknowledgment that the clauses set forth in paragraph (a) of this clause have been included in the subcontract.

(2) Within 14 days after the award of any subsequently awarded subcontract the Contractor shall deliver to the Contracting Officer an updated completed SF 1413 for such additional subcontract.

8. CONTRACT TERMINATION--DEBARMENT (FAR 52.222-12) (FEB 1988)

A breach of the contract clauses entitled *Davis-Bacon Act, Contract Work Hours and Safety Standards Act-Overtime Compensation, Apprentices and Trainees, Payrolls and Basic Records, Compliance with Copeland Act Requirements, Subcontracts (Labor Standards), Compliance with Davis-Bacon and Related Act Regulations, or Certification of Eligibility* may be grounds for termination of the contract, and for debarment as a Contractor and subcontractor as provided in 29 CFR 5.12.

9. COMPLIANCE WITH DAVIS-BACON AND RELATED ACT REGULATIONS (FAR 52.222-13) (FEB 1988)

All rulings and interpretations of the Davis-Bacon and Related Acts contained in 29 CFR Parts 1, 3, and 5 are hereby incorporated by reference in this contract.

10. DISPUTES CONCERNING LABOR STANDARDS (FAR 52.222-14) (FEB 1988)

The United States Department of Labor has set forth in 29 CFR Parts 5, 6, and 7 procedures for resolving disputes concerning labor standards requirements. Such disputes shall be resolved in accordance with those procedures and not the Disputes clause of this contract. Disputes within the meaning of this clause include disputes between the Contractor (or any of its

subcontractors) and the contracting agency, the U.S. Department of Labor, or the employees or their representatives.

11. CERTIFICATION OF ELIGIBILITY (FAR 52.222-15) (FEB 1988)

(a) By entering into this contract, the Contractor certifies that neither it (nor he or she) nor any person or firm who has an interest in the Contractor's firm is a person or firm ineligible to be awarded Government contracts by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a) (1).

(b) No part of this contract shall be subcontracted to any person or firm ineligible for award of a Government contract by virtue of section 3(a) of the Davis-Bacon Act or 29 CFR 5.12(a) (1).

(c) The penalty for making false statements is prescribed in the U.S. Criminal Code, 18 U.S.C. 1001.

12. SUPPLEMENTARY LABOR STANDARDS PROVISIONS (VAAR 852.236-85) (APR 1984)

(a) The wage determination decision of the Secretary of Labor is set forth in section G. R. General Requirements, of this contract. It is the result of a study of wage conditions in the locality and establishes the minimum hourly rates of wages and fringe benefits for the described classes of labor in accordance with applicable law. No increase in the contract price will be allowed or authorized because of payment of wage rates in excess of those listed.

(b) The contractor shall submit the required copies of payrolls to the contracting officer through the resident engineer or engineer officer, when acting in that capacity. Department of Labor Form WH-347, Payroll, available from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402, may be used for this purpose. If, however, the contractor or subcontractor elects to use an individually composed payroll form, it shall contain the same information shown on Form WH-347, and in addition to be accompanied by Department of Labor Form WH-348, Statement of Compliance, or any other form containing the exact wording of this form.

[INSERT CURRENT WAGE RATES HERE]

PART IX

FORMS

Proposal to Lease Space (Form 1364)
Lessor's Annual Cost Statement (Form 1217)
Solicitation Provisions (Form 3516A)
General Clauses (Form 3517B)
Representations and Certifications (Form 3518)
U.S. Government Lease Form (SF 2)
Architect-Engineer Qualifications (SF 330)
**Contractor's Qualifications and Financial
Information (Form 527)**
Past Performance Survey Form
Bid Bond (SF 24)
Performance Bond (SF25)
Supplemental Lease Agreement (SF 276)
Certificate of Current Cost or Pricing Data
Certificate of Building Energy Performance

Part IX Forms

Lessor _____ Gov't. _____

_____ of _____ Pages

PROPOSAL TO LEASE SPACE

IN RESPONSE TO
SOLICITATION NUMBER →

DATED

SECTION I - DESCRIPTION OF PREMISES

1a. BUILDING NAME		2. NUMBER OF	3. TOTAL RENTABLE SPACE		
1b. BUILDING ADDRESS			a. GENERAL PURPOSE	b. WAREHOUSE	c. OTHER
			sq. ft	sq. ft	sq. ft
1c. CITY	1d. STATE	4. LIVE FLOOR	5. MEASUREMENT		7. BLDG.
1e. 9-DIGIT ZIP CODE	1f. CONGR. DISTRICT			6. TYPE	
		lbs./sq. ft			

SECTION II - SPACE OFFERED AND RATES

TYPE OF SPACE	FLOOR Full(F)/Partial(P)	RENTABLE SQUARE FEET (a)	COMMON AREA FACTOR*	INITIAL TERM		RENEWAL OPTION	
				SQ. FT. RATE PER YEAR (b)	AMOUNT (a) x (b)	SQ. FT. RATE PER YEAR (c)	AMOUNT (a) x (c)
8. GENERAL PURPOSE							
TOTAL							
9. WAREHOUSE							
10. TOTAL		(a)			(b)		(c)
11. COMPOSITE SQUARE FOOT RATE PER ANNUM				(10b divided by 10a)		(10c divided by 10a)	

*The Common Area Factor, to be determined by the offeror, is the percentage of the rentable space not available for exclusive use by tenant.

12.	a. Initial term rate includes: (1) \$ _____ / sq. ft. for operating cost base rate and (2) \$ _____ / sq. ft. for base year taxes.
	b. Offeror's estimated total buildout cost to prepare the space for Government occupancy \$ _____ and estimated amortization rate for buildout _____ %.
13.	a. Number of parking spaces for the entire building, which are under the control of the offeror
	b. Number of parking spaces to be furnished for use by Government employees
	c. If the parking spaces shown in item 13b above are provided because of local law or regulation requirements, and no charge for parking is intended <input type="checkbox"/>
	d. If there is to be a charge for Government employees' parking, show the amount that will be charged for each parking space.

SECTION III - LEASE TERMS

14. INITIAL LEASE		15. RENEWAL OPTIONS		16. Offer GOOD until AWARD.
a. NO. OF YEARS	b. YEARS FIRM	a. YEARS EACH	b. NO. OF	
17. NUMBER OF DAYS NOTICE REQUIRED FOR GOVERNMENT TO TERMINATE LEASE		18. NUMBER OF DAYS NOTICE REQUIRED TO EXERCISE RENEWAL OPTION		19. Space will be altered in accordance ... and delivered within _____ days of award.

20. LIST OF ATTACHMENTS SUBMITTED WITH THIS OFFER (See solicitation requirements)

21. ALTERNATES - ADDITIONAL REMARKS OR CONDITIONS WITH RESPECT TO THIS OFFER

SECTION IV - OWNER IDENTIFICATION AND CERTIFICATION

22. RECORDED OWNER (Name and address including ZIP code)	23. OWNER OPERATES AS A(N) INDIVIDUAL PARTNERSHIP CORPORATION (Specify State):		
24. OFFEROR (Name and address including ZIP code)	25. OFFEROR'S INTEREST IN PROPERTY OWNER AGENT OTHER (Specify):		
26. The Offeror agrees upon acceptance of this proposal by the herein specified date, to lease to the United States of America, the premises described, upon the terms and conditions as specified herein, in full compliance with and acceptance of the aforementioned Solicitation, with attachments.		a. Addendum No.	b. Date Received
27. OFFEROR	a. TYPED NAME AND TITLE		b. TELEPHONE NUMBER (Include area code)
	c. SIGNATURE		d. DATE SIGNED

GENERAL SERVICES ADMINISTRATION PUBLIC BUILDINGS SERVICE LESSOR'S ANNUAL COST STATEMENT IMPORTANT - Read attached "Instructions"	1. SOLICITATION FOR OFFERS		2. STATEMENT DATE
	3. RENTABLE AREA (SQ. FT.)	3A. ENTIRE BUILDING	3B. LEASED BY GOV'T

4. BUILDING NAME AND ADDRESS (No., street, city, state, and zip code)

**SECTION I - ESTIMATED ANNUAL COST OF SERVICES AND UTILITIES
FURNISHED BY LESSOR AS PART OF RENTAL CONSIDERATION**

SERVICES AND UTILITIES	LESSOR'S ANNUAL COST FOR		FOR GOVERNMENT USE ONLY (c)
	(a) ENTIRE BUILDING	(b) GOV'T-LEASED AREA	
A. CLEANING, JANITOR AND/OR CHAR SERVICE			
5. SALARIES			
6. SUPPLIES (<i>Wax, cleansers, cloths, etc.</i>)			
7. CONTRACT SERVICES (<i>Window washing, waste and snow removal</i>)			
B. HEATING			
8. SALARIES			
9. FUEL ("x" one)			
	OIL	GAS	COAL
10. SYSTEM MAINTENANCE AND REPAIR			
C. ELECTRICAL			
11. CURRENT FOR LIGHT AND POWER (<i>Including elevators</i>)			
12. REPLACEMENT OF BULBS, TUBES, STARTERS			
13. POWER FOR SPECIAL EQUIPMENT			
14. SYSTEM MAINTENANCE AND REPAIR (<i>Ballasts, fixtures, etc.</i>)			
D. PLUMBING			
15. WATER (<i>For all purposes</i>) (<i>Include sewage charges</i>)			
16. SUPPLIES (<i>Soap, towels, tissues not in 6 above</i>)			
17. SYSTEM MAINTENANCE AND REPAIR			
E. AIR CONDITIONING			
18. UTILITIES (<i>Include electricity, if not in C11</i>)			
19. SYSTEM MAINTENANCE AND REPAIR			
F. ELEVATORS			
20. SALARIES (<i>Operators, starters, etc.</i>)			
21. SYSTEM MAINTENANCE AND REPAIR			
G. MISCELLANEOUS (<i>To the extent not included above</i>)			
22. BUILDING ENGINEER AND/OR MANAGER			
23. SECURITY (<i>Watchmen, guards, not janitors</i>)			
24. SOCIAL SECURITY TAX AND WORKMEN'S COMPENSATION INSURANCE			
25. LAWN AND LANDSCAPING MAINTENANCE			
26. OTHER (<i>Explain on separate sheet</i>)			
27. TOTAL	\$	\$	\$

SECTION II - ESTIMATED ANNUAL COST OF OWNERSHIP EXCLUSIVE OF CAPITAL CHARGES

28. REAL ESTATE TAXES			
29. INSURANCE (<i>Hazard, liability, etc.</i>)			
30. BUILDING MAINTENANCE AND RESERVES FOR REPLACEMENT			
31. LEASE COMMISSION			
32. MANAGEMENT			
33. TOTAL	\$		\$

LESSOR'S CERTIFICATION - The amounts entered in Columns (a) and (b) represent my best estimate as to the annual costs of services, utilities and ownership.	34. SIGNATURE OF <input type="checkbox"/> OWNER <input type="checkbox"/> LEGAL AGENT	
TYPED NAME AND TITLE	SIGNATURE	DATE
34A.	34B.	34C.
35A.	35B.	35C.

INSTRUCTIONS
FOR
LESSOR'S ANNUAL COST STATEMENT
GSA FORM 1217

In acquiring space by lease, it is the established policy of GSA to enter into leases only at rental charges which are consistent with prevailing scales in the community for comparable facilities.

ITEM NUMBER

1. Enter the Government lease or Solicitation for Offers number, if available.
2. Enter the date that your statement was prepared and signed.
3. A. Enter in this block a computation of the rentable area (multiple tenancy basis) for the entire building. The rentable area shall be computed by measurement to the inside finish of permanent outer building walls to the inside finish of corridor walls (actual or proposed) or to other permanent partitions, or both. Rentable space is the area for which a tenant is charged rent. It is determined by the building owner and may vary by city or by building within the same city. The rentable space may include a share of building support/common areas such as elevator lobbies, building corridors, and floor service areas. Floor service areas typically include restrooms, janitor rooms, telephone closets, electrical closets, and mechanical rooms. The rentable space generally does not include vertical building penetrations and their enclosing walls, such as stairs, elevator shafts, and vertical ducts.
- B. Enter in this block a computation of the rentable area to be rented to the Government. For this area, follow the procedure as outlined above, except that measurements are to be made only to the center of the partitions which separate the area to be rented by the Government from adjoining rented or rentable areas.
4. Identify the property by name and address.

SECTION I
ESTIMATED ANNUAL COST
OF SERVICES AND UTILITIES

5. - 26. The services and utilities listed in this section are required in most of our rented space whether furnished by the Government or the Lessor.

Carefully review the Solicitation for Offers and/or the proposed lease to identify those services and utilities to be furnished by you as part of the rental consideration. Then enter your best cost estimate, or the actual cost from the previous year, for each of these services and utilities in column (a) for the entire building and in column (b) for the area to be rented to the Government. If any service or utility furnished for the space rented

by the Government is not furnished throughout the building, or the cost of a service or utility furnished to the Government space exceeds the cost of the same service or utility furnished to other rented space, explain on a separate sheet. For convenience, each major category has been divided into separate items such as salaries and supplies so that they may be entered when applicable. However, in the event that your records are not maintained for each item contained in Section I, 5 through 26, the total for a major category (A through F) may be entered under the category heading in columns (a) and (b) in lieu of the specific items. System maintenance and repairs includes the annual cost of such items as oiling, inspecting, cleaning, regulating, and routine replacement costs.

SECTION II
ESTIMATED ANNUAL COST OF OWNERSHIP EXCLUSIVE OF
CAPITAL CHARGES

Items 28 through 32 will be useful in the Government's determination of the fair market value of the space to be rented and shall be completed irrespective of whether Section I is applicable, as follows:

28. Include all applicable real estate taxes imposed upon the property.
29. Enter the annual cost of fire, liability, and other insurance carried on the real estate.
30. Enter the annual cost of wages, materials, and outside services used in repairs and maintenance of the building itself and all similar repairs and maintenance costs not included in Section I above (Heating, Electrical, Plumbing, Air Conditioning, and Elevators). This includes major repairs and changes in the nature of a permanent improvement such as annual cost to replace relatively short-lived items such as boilers, compressors, elevators, and roof coverings.
31. Enter any lease commission which you may be responsible for due to the Government leasing action.
32. Include administrative expenses such as agency fees, legal fees, auditing, and advertising. Do not include financial charges such as income or corporate taxes or organization expense.
- 34./35. Complete Lessor certification.

SOLICITATION FOR OFFERS

OUTPATIENT CLINIC

SFO NO. V101-183R-xxx-xxx-xx

[INSERT LOCATION OF FACILITY]

SOLICITATION PROVISIONS
(Acquisition of Leasehold Interests in Real Property)
GSA Form 3516A (REV 12/03)

1. 552.270-1 - INSTRUCTIONS TO OFFERORS – ACQUISITION OF LEASEHOLD INTERESTS IN REAL PROPERTY (MAR 1998)

(a) Definitions. As used in this provision—

"Discussions" are negotiations that occur after establishment of the competitive range that may, at the Contracting Officer's discretion, result in the offeror being allowed to revise its proposal.

"In writing" or "written" means any worded or numbered expression which can be read, reproduced, and later communicated, and includes electronically transmitted and stored information.

"Proposal modification" is a change made to a proposal before the solicitation's closing date and time, or made in response to an amendment, or made to correct a mistake at any time before award.

"Proposal revision" is a change to a proposal made after the solicitation closing date, at the request of or as allowed by a Contracting Officer as the result of negotiations.

"Time," if stated as a number of days, is calculated using calendar days, unless otherwise specified, and will include Saturdays, Sundays, and legal holidays. However, if the last day falls on a Saturday, Sunday, or legal holiday, then the period shall include the next working day.

(b) Amendments to solicitations. If this solicitation is amended, all terms and conditions that are not amended remain unchanged. Offerors shall acknowledge receipt of any amendment to this solicitation by the date and time specified in the amendment(s).

(c) Submission, modification, revision, and withdrawal of proposals.

(1) Unless other methods (e.g., electronic commerce or facsimile) are permitted in the solicitation, proposals and modifications to proposals shall be submitted in paper media in sealed envelopes or packages. Offers must be:

- (i) Submitted on the forms prescribed and furnished by the Government as a part of this solicitation or on copies of those forms, and
- (ii) Signed. The person signing an offer must initial each erasure or change appearing on any offer form. If the offeror is a partnership, the names of the partners composing the firm must be included with the offer.

(2) Late proposals and revisions.

(i) The Government will not consider any proposal received at the office designated in the solicitation after the exact time specified for receipt of offers unless it is received before the Government makes award and it meets at least one of the following conditions:

- (A) It was sent by registered or certified mail not later than the 5th calendar day before the date specified for receipt of offers (e.g., an offer submitted in response to a solicitation requiring receipt of offers by the 20th of the month must have been mailed by the 15th).
- (B) It was sent by mail (or telegram or facsimile, if authorized) or hand-carried (including delivery by a commercial carrier) if it is determined by the Government that the late receipt was due primarily to Government mishandling after receipt at the Government installation.
- (C) It was sent by U.S. Postal Service Express Mail Next Day Service-Post Office to Addressee, not later than 5:00 p.m. at the place of mailing two working days prior to the date specified for receipt of proposals. The term "working days" excludes weekends and U.S. Federal holidays.
- (D) It was transmitted through an electronic commerce method authorized by the solicitation and 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) There is acceptable evidence to establish that it was received at the activity designated for receipt of offers and was under the Government's control prior to the time set for receipt of offers, and the

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[INSERT LOCATION OF FACILITY]

Contracting Officer determines that accepting the late offer would not unduly delay the procurement.

(F) It is the only proposal received.

- (ii) Any modification or revision of a proposal or response to request for information, including any final proposal revision, is subject to the same conditions as in subparagraphs (c)(2)(i)(A) through (c)(2)(i)(E) of this provision.
- (iii) The only acceptable evidence to establish the date of mailing of a late proposal or modification or revision sent either by registered or certified mail is the U.S. or Canadian Postal Service postmark both on the envelope or wrapper and on the original receipt from the U.S. or Canadian Postal Service. Both postmarks must show a legible date or the proposal, response to a request for information, or modification or revision shall be processed as if mailed late. "Postmark" means a printed, stamped, or otherwise placed impression (exclusive of a postage meter machine impression) that is readily identifiable without further action as having been supplied and affixed by employees of the U.S. or Canadian Postal Service on the date of mailing. Therefore, offerors or respondents should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.
- (iv) Acceptable evidence to establish the time of receipt at the Government installation includes the time/date stamp of that installation on the proposal wrapper, other documentary evidence of receipt maintained by the installation, or oral testimony or statements of Government personnel.
- (v) The only acceptable evidence to establish the date of mailing of a late offer, modification or revision, or withdrawal sent by Express Mail Next Day Service-Post Office to Addressee is the date entered by the post office receiving clerk on the "Express Mail Next Day Service-Post Office to Addressee" label and the postmark on both the envelope or wrapper and on the original receipt from the U.S. Postal Service. "Postmark" has the same meaning as defined in paragraph (c)(2)(iii) of this provision, excluding postmarks of the Canadian Postal Service. Therefore, offerors or respondents should request the postal clerk to place a legible hand cancellation bull's eye postmark on both the receipt and the envelope or wrapper.
- (vi) Notwithstanding paragraph (c)(2)(i) of this provision, a late modification or revision of an otherwise successful proposal that makes its terms more favorable to the Government will be considered at any time it is received and may be accepted.
- (vii) An offeror may withdraw its proposal by written notice or telegram (including mailgram) received at any time before award. If the solicitation authorizes facsimile proposals, an offeror may withdraw its proposal via facsimile received at any time before award, subject to the conditions specified in the provision entitled "Facsimile Proposals." Proposals may be withdrawn in person by an offeror or an authorized representative, if the representative's identity is made known and the representative signs a receipt for the proposal before award.
- (viii) If an emergency or unanticipated event interrupts normal Government processes so that proposals cannot be received at the office designated for receipt of proposals by the exact time specified in the solicitation, and urgent Government requirements preclude amendment of the solicitation or other notice of an extension of the closing date, the time specified for receipt of proposals will be deemed to be extended to the same time of day specified in the solicitation on the first work day on which normal Government processes resume. If no time is specified in the solicitation, the time for receipt is 4:30 p.m., local time, for the designated Government office.

- (3) Any information given to a prospective offeror concerning this solicitation will be furnished promptly to all other prospective offerors, if that information is necessary in submitting offers or if the lack of it would be prejudicial to any other prospective offeror.
- (4) Offerors may submit modifications to their proposals at any time before the solicitation closing date and time, and may submit modifications in response to an amendment, or to correct a mistake at any time before award.
- (5) Offerors may submit revised proposals only if requested or allowed by the Contracting Officer.
- (6) The Government will construe an offer to be in full and complete compliance with this solicitation unless the offer describes any deviation in the offer.
- (7) Offerors may submit proposals that depart from stated requirements. Such a proposal shall clearly identify why the acceptance of the proposal would be advantageous to the Government. The proposal must clearly identify and explicitly define any deviations from the terms and conditions of the solicitation, as well as the comparative advantage to the Government. The Government reserves the right to amend the solicitation to allow all offerors an opportunity to submit revised proposals based on the revised requirements.

(d) Restriction on disclosure and use of data. An offeror that includes in its proposal data that it does not want disclosed to the public for any purpose, or used by the Government except for evaluation purposes, must meet both of the following conditions:

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[INSERT LOCATION OF FACILITY]

(1) Mark the title page with the following legend:

This proposal includes data that shall not be disclosed outside the Government and shall not be duplicated, used, or disclosed--in whole or in part--for any purpose other than to evaluate this proposal. If, however, a lease is awarded to this offeror as a result of--or in connection with--the submission of this data, the Government shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Government's right to use information contained in this data if it is obtained from another source without restriction. The data subject to this restriction are contained in sheets [insert numbers or other identification of sheets].

(2) Mark each sheet of data it wishes to restrict with the following legend:

Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.

(e) Lease award.

- (1) The Government intends to award a lease resulting from this solicitation to the responsible offeror whose proposal represents the best value after evaluation in accordance with the factors and subfactors in the solicitation.
- (2) The Government may reject any or all proposals if such action is in the Government's interest.
- (3) The Government may waive informalities and minor irregularities in proposals received.
- (4) The Government intends to evaluate proposals and award a lease after conducting discussions with offerors whose proposals have been determined to be within the competitive range. If the Contracting Officer determines that the number of proposals that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the Contracting Officer may limit the number of proposals in the competitive range to the greatest number that will permit an efficient competition among the most highly rated proposals. Therefore, the offeror's initial proposal should contain the offeror's best terms from a price and technical standpoint.
- (5) Exchanges with offerors after receipt of a proposal do not constitute a rejection or counteroffer by the Government.
- (6) The Government may determine that a proposal is unacceptable if the prices proposed are materially unbalanced between line items or subline items. Unbalanced pricing exists when, despite an acceptable total evaluated price, the price of one or more contract line items is significantly overstated or understated as indicated by the application of cost or price analysis techniques. A proposal may be rejected if the Contracting Officer determines that the lack of balance poses an unacceptable risk to the Government.
- (7) The unconditional written acceptance of an offer establishes a valid contract.
- (8) The Government may disclose the following information in postaward debriefings to other offerors:
 - (i) The overall evaluated cost or price and technical rating of the successful offeror;
 - (ii) The overall ranking of all offerors, when any ranking was developed by the agency during source selection; and
 - (iii) A summary of the rationale for award.

2. 52.222-24 - PREAWARD ON-SITE EQUAL OPPORTUNITY COMPLIANCE EVALUATION (FEB 1999)

If a contract in the amount of \$10 million or more will result from this solicitation, the prospective Contractor and its known first-tier subcontractors with anticipated subcontracts of \$10 million or more shall be subject to a preaward compliance evaluation by the Office of Federal Contract Compliance Programs (OFCCP), unless, within the preceding 24 months, OFCCP has conducted an evaluation and found the prospective Contractor and subcontractors to be in compliance with Executive Order 11246.

3. 552.270-3 - PARTIES TO EXECUTE LEASE (SEP 1999)

- (a) If the lease is executed by an attorney, agent, or trustee on behalf of the Lessor, an authenticated copy of his power of attorney, or other evidence to act on behalf of the Lessor, must accompany the lease.
- (b) If the Lessor is a partnership, the lease must be signed with the partnership name, followed by the name of the legally authorized partner signing the same, and, if requested by the Government, a copy of either the partnership agreement or current Certificate of Limited Partnership shall accompany the lease.

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[INSERT LOCATION OF FACILITY]

(c) If the Lessor is a corporation, the lease must be signed with the corporate name, followed by the signature and title of the officer or other person signing the lease on its behalf, duly attested, and, if requested by the Government, evidence of this authority so to act shall be furnished.

4. 52.233-2 - SERVICE OF PROTEST (AUG 1996) (VARIATION)

(Applies to leases which exceed \$100,000 average net annual rental, including option periods.)

(a) Protests, as defined in section 33.101 of the Federal Acquisition Regulation, that are filed directly with an agency, and copies of any protests that are filed with the General Accounting Office (GAO), shall be served on the Contracting Officer by obtaining written and dated acknowledgment of receipt from the Contracting Officer at the address shown elsewhere in this solicitation.

(b) The copy of any protest shall be received in the office designated above within one day of filing a protest with the GAO.

5. 552.233-70 - PROTESTS FILED DIRECTLY WITH THE GENERAL SERVICES ADMINISTRATION (MAR 2000)

(Applies to leases which exceed \$100,000 average net annual rental, including option periods.)

(a) The following definitions apply in this provision:

"Agency Protest Official for GSA" means the official in the Office of Acquisition Policy designated to review and decide procurement protests filed with GSA.

"Deciding official" means the person chosen by the protester to decide the agency protest. The deciding official may be either the Contracting Officer or the Agency Protest Official.

(b) The filing time frames in FAR 33.103(e) apply. An agency protest is filed when the protest complaint is received at the location the solicitation designates for serving protests. GSA's hours of operation are 8:00 a.m. to 4:30 p.m. Protests delivered after 4:30 p.m. will be considered received and filed the following business day.

(c) A protest filed directly with the General Services Administration (GSA) must:

- (1) Indicate that it is a protest to the agency.
- (2) Be filed with the Contracting Officer.
- (3) State whether the protester chooses to have the Contracting Officer or the Agency Protest Official for GSA decide the protest. If the protest is silent on this matter, the Contracting Officer will decide the protest.
- (4) Indicate whether the protester prefers to make an oral presentation, a written presentation, or an oral presentation confirmed in writing, of arguments in support of the protest to the deciding official.
- (5) Include the information required by FAR 33.103(d)(2):
 - (i) Name, address, fax number, and telephone number of the protester.
 - (ii) Solicitation or contract number.
 - (iii) Detailed statement of the legal and factual grounds for the protest, to include a description of resulting prejudice to the protester.
 - (iv) Copies of relevant documents.
 - (v) Request for a ruling by the agency.
 - (vi) Statement as to the form of relief requested.
 - (vii) All information establishing that the protester is an interested party for the purpose of filing a protest.
 - (viii) All information establishing the timeliness of the protest (see paragraph (b) of this provision).

(d) An interested party filing a protest with GSA has the choice of requesting either that the Contracting Officer or the Agency Protest Official for GSA decide the protest.

(e) The decision by the Agency Protest Official for GSA is an alternative to a decision by the Contracting Officer. The Agency Protest Official for GSA will not consider appeals from the Contracting Officer's decision on an agency protest.

(f) The deciding official must conduct a scheduling conference with the protester within three (3) days after the protest is filed. The scheduling conference will establish deadlines for oral or written arguments in support of the agency protest and for agency officials to present information in response to the protest issues. The deciding official may hear oral

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arguments in support of the agency protest at the same time as the scheduling conference, depending on availability of the necessary parties.

(g) Oral conferences may take place either by telephone or in person. Other parties (e.g., representatives of the program office) may attend at the discretion of the deciding official.

(h) The following procedures apply to information submitted in support of or in response to an agency protest:

- (1) The protester and the agency have only one opportunity to support or explain the substance of the protest (either orally, in writing, or orally confirmed in writing).
- (2) GSA procedures do not provide for any discovery.
- (3) The deciding official has discretion to request additional information from either the agency or the protester. However, the deciding official will normally decide protests on the basis of information provided by the protester and the agency.
- (4) Except as provided in paragraph (5)(ii) below, the parties are encouraged, but not required, to exchange information submitted to the Agency Protest Official for GSA.
- (5) If the agency makes a written response to the protest, the following filing requirements apply:
 - (i) The agency must file its response to the protest with the deciding official within five (5) days after the filing of the protest.
 - (ii) The agency must provide the protester with a copy of the response on the same day it files the response with the deciding official. If the agency believes it needs to redact or withhold any information in the response from the protester, it must obtain the approval of the deciding official.

(i) The deciding official will resolve the protest through informal presentations or meetings to the maximum extent practicable.

(j) An interested party may represent itself or be represented by legal counsel. GSA will not reimburse the party for any legal fees related to the agency protest.

(k) GSA will stay award or suspend contract performance in accordance with FAR 33.103(f). The stay or suspension, unless over-ridden, remains in effect until the protest is decided, dismissed, or withdrawn.

(l) The deciding official will make a best effort to issue a decision on the protest within twenty-eight (28) days after the filing date. The decision may be oral or written. If the decision is communicated orally to the protester, the deciding official will confirm in writing within three (3) days after the decision.

(m) GSA may dismiss or stay proceedings on an agency protest if a protest on the same or similar basis is filed with a protest forum outside of GSA.

6. 52.215-5 - FACSIMILE PROPOSALS (OCT 1997)

- (a) Definition. "Facsimile proposal," as used in this provision, means a proposal, revision or modification of a proposal, or withdrawal of a proposal that is transmitted to and received by the Government via facsimile machine.
- (b) Offerors may submit facsimile proposals as responses to this solicitation. Facsimile proposals are subject to the same rules as paper proposals.
- (c) The telephone number of receiving facsimile equipment is: [insert telephone number].
- (d) If any portion of a facsimile proposal received by the Contracting Officer is unreadable to the degree that conformance to the essential requirements of the solicitation cannot be ascertained from the document--
 - (1) The Contracting Officer immediately shall notify the offeror and permit the offeror to resubmit the proposal;
 - (2) The method and time for resubmission shall be prescribed by the Contracting Officer after consultation with the offeror; and
 - (3) The resubmission shall be considered as if it were received at the date and time of the original unreadable submission for the purpose of determining timeliness, provided the offeror complies with the time and format requirements for resubmission prescribed by the Contracting Officer.

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(e) The Government reserves the right to make award solely on the facsimile proposal. However, if requested to do so by the Contracting Officer, the apparently successful offeror promptly shall submit the complete original signed proposal.

6. FLOOD PLAINS AND WETLANDS (APR 1984)

An award of contract will not be made for a property located within a base flood plain or wetland unless the Government has determined it to be the only practicable alternative.

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GENERAL CLAUSES**GENERAL CLAUSES**
(Acquisition of Leasehold Interests in Real Property)
GSA FORM 3517B (REV 12/03)

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DEFINITIONS GENERAL	1	552.270-4	Definitions
	2	552.270-5	Subletting and Assignment
	3	552.270-11	Successors Bound
	4	552.270-23	Subordination, Nondisturbance and Attornment
	5	552.270-24	Statement of Lease
	6	552.270-25	Substitution of Tenant Agency
	7	552.270-26	No Waiver
	8	552.270-27	Integrated Agreement
	9	552.270-28	Mutuality of Obligation
PERFORMANCE	10	552.270-17	Delivery and Condition
	11	552.270-18	Default in Delivery - Time Extensions (Variation)
	12	552.270-19	Progressive Occupancy
	13	552.270-21	Effect of Acceptance and Occupancy
	14	552.270-6	Maintenance of Building and Premises-Right of Entry
	15	552.270-10	Failure in Performance
	16	552.270-22	Default by Lessor During the Term
	17	552.270-7	Fire and Casualty Damage
	18	552.270-8	Compliance with Applicable Law
	19	552.270-12	Alterations
	20	552.270-29	Acceptance of Space
INSPECTION	21	552.270-9	Inspection-Right of Entry
PAYMENT	22	552.232-75	Prompt Payment
	23	552.232-76	Electronic Funds Transfer Payment (Variation)
	24	552.232-70	Invoice Requirements
	25	52.232-23	Assignment of Claims
	26	552.270-20	Payment (Variation)
STANDARDS OF CONDUCT	27	552.203-5	Covenant Against Contingent Fees
	28	52.203-7	Anti-Kickback Procedures
	29	52.223-6	Drug-Free Workplace
ADJUSTMENTS	30	552.203-70	Price Adjustment for Illegal or Improper Activity
	31	52.215-10	Price Reduction for Defective Cost or Pricing Data
	32	552.270-13	Proposals for Adjustment
	33	552.270-14	Changes (Variation)
AUDITS	34	552.215-70	Examination of Records by GSA
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DISPUTES	36	52.233-1	Disputes

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	38	52.222-24	Preaward On-Site Equal Opportunity Compliance Evaluation
	39	52.222-21	Prohibition of Segregated Facilities
	40	52.222-35	Affirmative Action for Disabled Veterans and Veterans of the Vietnam Era
	41	52.222-36	Affirmative Action for Workers with Disabilities
	42	52.222-37	Employment Reports on Disabled Veterans and Veterans of the Vietnam Era
SUBCONTRACTING	43	52.209-6	Protecting the Government's Interest When Subcontracting With Contractors Debarred, Suspended, or Proposed for Debarment
	44	52.215-12	Subcontractor Cost or Pricing Data
	45	52.219-8	Utilization of Small Business Concerns
	46	52.219-9	Small Business Subcontracting Plan
	47	52.219-16	Liquidated Damages- Subcontracting Plan

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GENERAL CLAUSES (Form 3517B)

GENERAL CLAUSES
(Acquisition of Leasehold Interests in Real Property)

1. 552.270-4 - DEFINITIONS (SEP 1999)

The following terms and phrases (except as otherwise expressly provided or unless the context otherwise requires) for all purposes of this lease shall have the respective meanings hereinafter specified:

- (a) "Commencement Date" means the first day of the term.
- (b) "Contract" and "Contractor" means "Lease" and "Lessor," respectively.
- (c) "Contracting Officer" means a person with the authority to enter into, administer, and/or terminate contracts and make related determinations and findings. The term includes certain authorized representatives of the Contracting Officer acting within the limits of their authority as delegated by the Contracting Officer.
- (d) "Delivery Date" means the date specified in or determined pursuant to the provisions of this lease for delivery of the premises to the Government, improved in accordance with the provisions of this lease and substantially complete, as such date may be modified in accordance with the provisions of this lease.
- (e) "Delivery Time" means the number of days provided by this lease for delivery of the premises to the Government, as such number may be modified in accordance with the provisions of this lease.
- (f) "Excusable Delays" mean delays arising without the fault or negligence of Lessor and Lessor's subcontractors and suppliers at any tier, and shall include, without limitation, (1) acts of God or of the public enemy, (2) acts of the United States of America in either its sovereign or contractual capacity, (3) acts of another contractor in the performance of a contract with the Government, (4) fires, (5) floods, (6) epidemics, (7) quarantine restrictions, (8) strikes, (9) freight embargoes, (10) unusually severe weather, or (11) delays of subcontractors or suppliers at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both the Lessor and any such subcontractor or supplier.
- (g) "Lessor" means the sub-lessor if this lease is a sublease.
- (h) "Lessor shall provide" means the Lessor shall furnish and install at Lessor's expense.
- (i) "Notice" means written notice sent by certified or registered mail, Express Mail or comparable service, or delivered by hand. Notice shall be effective on the date delivery is accepted or refused.
- (j) "Premises" means the space described on the Standard Form 2, U.S. Government Lease for Real Property, of this lease.
- (k) "Substantially complete" and "substantial completion" means that the work, the common and other areas of the building, and all other things necessary for the Government's access to the premises and occupancy, possession, use and enjoyment thereof, as provided in this lease, have been completed or obtained, excepting only such minor matters as do not interfere with or materially diminish such access, occupancy, possession, use or enjoyment.
- (l) "Work" means all alterations, improvements, modifications, and other things required for the preparation or continued occupancy of the premises by the Government as specified in this lease.

2. 552.270-5 - SUBLETTING AND ASSIGNMENT (SEP 1999)

The Government may sublet any part of the premises but shall not be relieved from any obligations under this lease by reason of any such subletting. The Government may at any time assign this lease, and be relieved from all obligations to Lessor under this lease excepting only unpaid rent and other liabilities, if any, that have accrued to the date of said assignment. Any assignment shall be subject to prior written consent of Lessor, which shall not be unreasonably withheld.

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3. 552.270-11 SUCCESSORS BOUND (SEP 1999)

This lease shall bind, and inure to the benefit of, the parties and their respective heirs, executors, administrators, successors, and assigns.

4. 552.270-23 - SUBORDINATION, NONDISTURBANCE AND ATTORNMENT (SEP 1999)

(a) Lessor warrants that it holds such title to or other interest in the premises and other property as is necessary to the Government's access to the premises and full use and enjoyment thereof in accordance with the provisions of this lease. Government agrees, in consideration of the warranties and conditions set forth in this clause, that this lease is subject and subordinate to any and all recorded mortgages, deeds of trust and other liens now or hereafter existing or imposed upon the premises, and to any renewal, modification or extension thereof. It is the intention of the parties that this provision shall be self-operative and that no further instrument shall be required to effect the present or subsequent subordination of this lease. Government agrees, however, within twenty (20) business days next following the Contracting Officer's receipt of a written demand, to execute such instruments as Lessor may reasonably request to evidence further the subordination of this lease to any existing or future mortgage, deed of trust or other security interest pertaining to the premises, and to any water, sewer or access easement necessary or desirable to serve the premises or adjoining property owned in whole or in part by Lessor if such easement does not interfere with the full enjoyment of any right granted the Government under this lease.

(b) No such subordination, to either existing or future mortgages, deeds of trust or other lien or security instrument shall operate to affect adversely any right of the Government under this lease so long as the Government is not in default under this lease. Lessor will include in any future mortgage, deed of trust or other security instrument to which this lease becomes subordinate, or in a separate nondisturbance agreement, a provision to the foregoing effect. Lessor warrants that the holders of all notes or other obligations secured by existing mortgages, deeds of trust or other security instruments have consented to the provisions of this clause, and agrees to provide true copies of all such consents to the Contracting Officer promptly upon demand.

(c) In the event of any sale of the premises or any portion thereof by foreclosure of the lien of any such mortgage, deed of trust or other security instrument, or the giving of a deed in lieu of foreclosure, the Government will be deemed to have attorned to any purchaser, purchasers, transferee or transferees of the premises or any portion thereof and its or their successors and assigns, and any such purchasers and transferees will be deemed to have assumed all obligations of the Lessor under this lease, so as to establish direct privity of estate and contract between Government and such purchasers or transferees, with the same force, effect and relative priority in time and right as if the lease had initially been entered into between such purchasers or transferees and the Government; provided, further, that the Contracting Officer and such purchasers or transferees shall, with reasonable promptness following any such sale or deed delivery in lieu of foreclosure, execute all such revisions to this lease, or other writings, as shall be necessary to document the foregoing relationship.

(d) None of the foregoing provisions may be deemed or construed to imply a waiver of the Government's rights as a sovereign.

5. 552.270-24 - STATEMENT OF LEASE (AUG 1999)

(a) The Contracting Officer will, within thirty (30) days next following the Contracting Officer's receipt of a joint written request from Lessor and a prospective lender or purchaser of the building, execute and deliver to Lessor a letter stating that the same is issued subject to the conditions stated in this clause and, if such is the case, that (1) the lease is in full force and effect; (2) the date to which the rent and other charges have been paid in advance, if any; and (3) whether any notice of default has been issued.

(b) Letters issued pursuant to this clause are subject to the following conditions:

- (1) That they are based solely upon a reasonably diligent review of the Contracting Officer's lease file as of the date of issuance;
- (2) That the Government shall not be held liable because of any defect in or condition of the premises or building;
- (3) That the Contracting Officer does not warrant or represent that the premises or building comply with applicable Federal, State and local law; and

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- (4) That the Lessor, and each prospective lender and purchaser are deemed to have constructive notice of such facts as would be ascertainable by reasonable prepurchase and precommitment inspection of the Premises and Building and by inquiry to appropriate Federal, State and local Government officials.

- 6. 552.270-25 - SUBSTITUTION OF TENANT AGENCY (SEP 1999)
 The Government may, at any time and from time to time, substitute any Government agency or agencies for the Government agency or agencies, if any, named in the lease.

- 7. 552.270-26 - NO WAIVER (SEP1999)
 No failure by either party to insist upon the strict performance of any provision of this lease or to exercise any right or remedy consequent upon a breach thereof, and no acceptance of full or partial rent or other performance by either party during the continuance of any such breach shall constitute a waiver of any such breach of such provision.

- 8. 552.270-27 - INTEGRATED AGREEMENT (SEP 1999)
 This Lease, upon execution, contains the entire agreement of the parties and no prior written or oral agreement, express or implied, shall be admissible to contradict the provisions of the Lease.

- 9. 552.270-28 - MUTUALITY OF OBLIGATION (SEP 1999)
 The obligations and covenants of the Lessor, and the Government's obligation to pay rent and other Government obligations and covenants, arising under or related to this Lease, are interdependent. The Government may, upon issuance of and delivery to Lessor of a final decision asserting a claim against Lessor, set off such claim, in whole or in part, as against any payment or payments then or thereafter due the Lessor under this lease. No setoff pursuant to this clause shall constitute a breach by the Government of this lease.

- 10. 552.270-17 - DELIVERY AND CONDITION (SEP 1999)
 - (a) Unless the Government elects to have the space occupied in increments, the space must be delivered ready for occupancy as a complete unit. The Government reserves the right to determine when the space is substantially complete.
 - (b) If the premises do not in every respect comply with the provisions of this lease the Contracting Officer may, in accordance with the Failure in Performance clause of this lease, elect to reduce the rent payments.

- 11. 552.270-18 - DEFAULT IN DELIVERY - TIME EXTENSIONS (SEP 1999) (VARIATION)
 - (a) With respect to Lessor's obligation to deliver the premises substantially complete by the delivery date, time is of the essence. If the Lessor fails to work diligently to ensure its substantial completion by the delivery date or fails to substantially complete the work by such date, the Government may by notice to the Lessor terminate this lease. Such termination is effective when received by Lessor. The Lessor and the Lessor's sureties, if any, are jointly and severally liable for any damages to the Government resulting from such termination, as provided in this clause. The Government shall be entitled to the following damages:
 - (1) The Government's aggregate rent and estimated real estate tax and operating cost adjustments for the firm term and all option terms of its replacement lease or leases, in excess of the aggregate rent and estimated real estate tax and operating cost adjustments for the term. If the Government procures replacement premises for a term (including all option terms) in excess of this term, the Lessor is not liable for excess Government rent or adjustments during such excess lease term.
 - (2) All administrative and other costs the Government incurs in procuring a replacement lease or leases.
 - (3) Other, additional relief provided for in this lease, at law, or in equity.
 - (b) Damages to which the Government is entitled under this clause are due and payable thirty (30) days following the date Lessor receives notice from the Contracting Officer specifying such damages.

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- (c) Delivery by Lessor of less than the minimum ANSI/BOMA Office Area square footage required by this lease shall in no event be construed as substantial completion, except as the Contracting Officer permits.
- (d) The Government shall not terminate this lease under this clause nor charge the Lessor with damages under this clause, if (1) the delay in substantially completing the work arises from excusable delays and (2) the Lessor within 10 days from the beginning of any such delay (unless extended in writing by the Contracting Officer) provides notice to the Contracting Officer of the causes of delay. The Contracting Officer shall ascertain the facts and the extent of delay. If the facts warrant, the Contracting Officer shall extend the delivery date, to the extent of such delay at no additional costs to the Government. A time extension is the sole remedy of the Lessor.

12. 552.270-19 - PROGRESSIVE OCCUPANCY (SEP 1999)

The Government shall have the right to elect to occupy the space in partial increments prior to the substantial completion of the entire leased premises, and the Lessor agrees to schedule its work so as to deliver the space incrementally as elected by the Government. The Government shall pay rent commencing with the first business day following substantial completion of the entire leased premise unless the Government has elected to occupy the leased premises incrementally. In case of incremental occupancy, the Government shall pay rent pro rata upon the first business day following substantial completion of each incremental unit. Rental payments shall become due on the first workday of the month following the month in which an increment of space is substantially complete, except that should an increment of space be substantially completed after the fifteenth day of the month, the payment due date will be the first workday of the second month following the month in which it was substantially complete. The commencement date of the firm lease term will be a composite determined from all rent commencement dates.

13. 552.270-21 - EFFECT OF ACCEPTANCE AND OCCUPANCY (SEP 1999)

Neither the Government's acceptance of the premises for occupancy, nor the Government's occupancy thereof, shall be construed as a waiver of any requirement of or right of the Government under this Lease, or as otherwise prejudicing the Government with respect to any such requirement or right.

14. 552.270-6 - MAINTENANCE OF BUILDING AND PREMISES - RIGHT OF ENTRY (SEP 1999)

Except in case of damage arising out of the willful act or negligence of a Government employee, Lessor shall maintain the premises, including the building, building systems, and all equipment, fixtures, and appurtenances furnished by the lessor under this lease, in good repair and **in tenable** condition so that they are suitable in appearance and capable of supplying such heat, air conditioning, light, ventilation, safety systems, access and other things to the premises, without reasonably preventable or recurring disruption, as is required for the Government's access to, occupancy, possession, use and enjoyment of the premises as provided in this lease. For the purpose of so maintaining the premises, the Lessor may at reasonable times enter the premises with the approval of the authorized Government representative in charge.

15. 552.270-10 - FAILURE IN PERFORMANCE (SEP 1999)

The covenant to pay rent and the covenant to provide any service, utility, maintenance, or repair required under this lease are interdependent. In the event of any failure by the Lessor to provide any service, utility, maintenance, repair or replacement required under this lease **or to put the leased premises, or any part thereof, in a satisfactory and tenable condition, as determined by the Government**, the Government may, by contract or otherwise, perform the requirement and deduct from any payment or payments under this lease, then or thereafter due, the resulting cost to the Government, including all administrative costs. If the Government elects to perform any such requirement, the Government and each of its contractors shall be entitled to access to any and all areas of the building, access to which is necessary to perform any such requirement, and the Lessor shall afford and facilitate such access. Alternatively, the Government may deduct from any payments under this lease, then or thereafter due, an amount which reflects the reduced value of the contract requirement not performed. No deduction from rent pursuant to this clause shall constitute a default by the Government under this lease. These remedies are not exclusive and are in addition to any other remedies which may be available under this lease or at law.

For any period the demised premises, or any part thereof, are unfit for the purpose for which leases, the rental shall be abated for that portion of the premises determined by the

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Government to have been rendered unavailable by reason of such unfit condition(s). If the Lessor fails to remedy the unfit condition within a reasonable period, the Government in it's sole discretion may terminate this lease.

16. 552.270-22 - DEFAULT BY LESSOR DURING THE TERM (SEP 1999)

(a) Each of the following shall constitute a default by Lessor under this lease:

- (1) Failure to maintain, repair, operate or service the premises as and when specified in this lease, or failure to perform any other requirement of this lease as and when required provided any such failure shall remain uncured for a period of thirty (30) days next following Lessor's receipt of notice thereof from the Contracting Officer or an authorized representative.
- (2) Repeated and unexcused failure by Lessor to comply with one or more requirements of this lease shall constitute a default notwithstanding that one or all such failures shall have been timely cured pursuant to this clause.

(b) If a default occurs, the Government may, by notice to Lessor, terminate this lease for default and if so terminated, the Government shall be entitled to the damages specified in the Default in Delivery-Time Extensions clause.

17. 552.270-7 - FIRE AND CASUALTY DAMAGE (SEP 1999)

If the entire premises are destroyed by fire or other casualty, this lease will immediately terminate. In case of partial destruction or damage, so as to render the premises untenable, as determined by the Government, the Government may terminate the lease by giving written notice to the Lessor within 15 calendar days of the fire or other casualty; if so terminated, no rent will accrue to the Lessor after such partial destruction or damage; and if not so terminated, the rent will be reduced proportionately by supplemental agreement hereto effective from the date of such partial destruction or damage. Nothing in this lease shall be construed as relieving Lessor from liability for damage to or destruction of property of the United States of America caused by the willful or negligent act or omission of Lessor.

18. 552.270-8 - COMPLIANCE WITH APPLICABLE LAW (SEP 1999)

Lessor shall comply with all Federal, state and local laws applicable to the Lessor as owner or lessor, or both, of the building or premises, including, without limitation, laws applicable to the construction, ownership, alteration or operation of both or either thereof, and will obtain all necessary permits, licenses and similar items at Lessor's expense. The Government will comply with all Federal state and local laws applicable to and enforceable against it as a tenant under this lease; provided that nothing in this lease shall be construed as a waiver of any sovereign immunity of the Government. This lease shall be governed by Federal law.

19. 552.270-12 - ALTERATIONS (SEP 1999)

The Government shall have the right during the existence of this lease to make alterations, attach fixtures, and erect structures or signs in or upon the premises hereby leased, which fixtures, additions or structures so placed in, on, upon, or attached to the said premises shall be and remain the property of the Government and may be removed or otherwise disposed of by the Government. If the lease contemplates that the Government is the sole occupant of the building, for purposes of this clause, the leased premises include the land on which the building is sited and the building itself. Otherwise, the Government shall have the right to tie into or make any physical connection with any structure located on the property as is reasonably necessary for appropriate utilization of the leased space.

20. 552.270-29 - ACCEPTANCE OF SPACE (SEP 1999)

(a) When the Lessor has completed all alterations, improvements, and repairs necessary to meet the requirements of the lease, the Lessor shall notify the Contracting Officer. The Contracting Officer or designated representative shall promptly inspect the space.

(b) The Government will accept the space and the lease term will begin after determining that the space is substantially complete and contains the required ANSI/BOMA Office Area square footage as indicated in the paragraph of this solicitation entitled "Amount and Type of Space."

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21. 552.270-9 - INSPECTION - RIGHT OF ENTRY (SEP 1999)

- (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; and (4) inspecting for any current or past hazardous waste operations, to ensure that appropriate mitigative 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 as a result of Lessor's failure to inspect for or correct a hazardous condition.

22. 552.232-75 - PROMPT PAYMENT (SEP 1999)

The Government will make payments under the terms and conditions specified in this clause. Payment shall be considered as being made on the day a check is dated or an electronic funds transfer is made. All days referred to in this clause are calendar days, unless otherwise specified.

- (a) Payment due date.
 - (1) Rental payments. Rent shall be paid monthly in arrears and will be due on the first workday of each month, and only as provided for by the lease.
 - (i) When the date for commencement of rent falls on the 15th day of the month or earlier, the initial monthly rental payment under this contract shall become due on the first workday of the month following the month in which the commencement of the rent is effective.
 - (ii) When the date for commencement of rent falls after the 15th day of the month, the initial monthly rental payment under this contract shall become due on the first workday of the second month following the month in which the commencement of the rent is effective.
 - (2) Other payments. The due date for making payments other than rent shall be the later of the following two events:
 - (i) The 30th day after the designated billing office has received a proper invoice from the Contractor.
 - (ii) The 30th day after Government acceptance of the work or service. However, if the designated billing office fails to annotate the invoice with the actual date of receipt, the invoice payment due date shall be deemed to be the 30th day after the Contractor's invoice is dated, provided a proper invoice is received and there is no disagreement over quantity, quality, or Contractor compliance with contract requirements.
- (b) Invoice and inspection requirements for payments other than rent.
 - (1) The Contractor shall prepare and submit an invoice to the designated billing office after completion of the work. A proper invoice shall include the following items:
 - (i) Name and address of the Contractor.
 - (ii) Invoice date.
 - (iii) Lease number.
 - (iv) Government's order number or other authorization.
 - (v) Description, price, and quantity of work or services delivered.
 - (vi) Name and address of Contractor official to whom payment is to be sent (must be the same as that in the remittance address in the lease or the order.)
 - (vii) Name (where practicable), title, phone number, and mailing address of person to be notified in the event of a defective invoice.

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- (2) The Government will inspect and determine the acceptability of the work performed or services delivered within 7 days after the receipt of a proper invoice or notification of completion of the work or services unless a different period is specified at the time the order is placed. If actual acceptance occurs later, for the purpose of determining the payment due date and calculation of interest, acceptance will be deemed to occur on the last day of the 7-day inspection period. If the work or service is rejected for failure to conform to the technical requirements of the contract, the 7 days will be counted beginning with receipt of a new invoice or notification. In either case, the Contractor is not entitled to any payment or interest unless actual acceptance by the Government occurs.
- (c) Interest Penalty.
 - (1) An interest penalty shall be paid automatically by the Government, without request from the Contractor, if payment is not made by the due date.
 - (2) The interest penalty shall be at the rate established by the Secretary of the Treasury under Section 12 of the Contract Disputes Act of 1978 (41 U.S.C. 611) that is in effect on the day after the due date. This rate is referred to as the "Renegotiation Board Interest Rate," and it is published in the Federal Register semiannually on or about January 1 and July 1. The interest penalty shall accrue daily on the payment amount approved by the Government and be compounded in 30-day increments inclusive from the first day after the due date through the payment date.
 - (3) Interest penalties will not continue to accrue after the filing of a claim for such penalties under the clause at 52.233-1, Disputes, or for more than 1 year. Interest penalties of less than \$1.00 need not be paid.
 - (4) Interest penalties are not required on payment delays due to disagreement between the Government and Contractor over the payment amount or other issues involving contract compliance or on amounts temporarily withheld or retained in accordance with the terms of the contract. Claims involving disputes, and any interest that may be payable, will be resolved in accordance with the clause at 52.233-1, Disputes.

23. 552.232-76 - ELECTRONIC FUNDS TRANSFER PAYMENT (SEP 1999) (Variation)

- (a) The Government will make payments under this lease by electronic funds transfer (EFT). After award, but no later than 30 days before the first payment, the Lessor shall designate a financial institution for receipt of EFT payments, and shall submit this designation to the Contracting Officer or other Government official, as directed.
- (b) The Lessor shall provide the following information:
 - (1) The lease number to which this notice applies.
 - (2) The American Bankers Association 9-digit identifying number for wire transfers of the financing institution receiving payment if the institution has access to the Federal Reserve Communications System.
 - (3) Number of account to which funds are to be deposited.
 - (4) Type of depositor account ("C" for checking, "S" for savings).
 - (5) If the Lessor is a new enrollee to the EFT system, a completed "Payment Information Form," SF 3881.
- (c) In the event the Lessor, during the performance of this contract, elects to designate a different financial institution for the receipt of any payment made using EFT procedures, notification of such change and the required information specified in (b), above must be received by the appropriate Government official no later than 30 days prior to the date such change is to become effective.
- (d) The documents furnishing the information required in this clause must be dated and contain the signature, title, and telephone number of the Lessor or an authorized representative designated by the Lessor, as well as the Lessor's name and lease number.
- (e) Lessor failure to properly designate a financial institution or to provide appropriate payee bank account information may delay payments of amounts otherwise properly due.

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24. 552.232-70 - INVOICE REQUIREMENTS (VARIATION) (SEP 1999)

(This clause applies to payments other than rent.)

- (a) Invoices shall be submitted in an original only, unless otherwise specified, to the designated billing office specified in this contract or order.
- (b) Invoices must include the Accounting Control Transaction (ACT) number provided below or on the order.

ACT Number (to be supplied on individual orders)

- (c) If information or documentation in addition to that required by the Prompt Payment clause of this contract is required in connection with an invoice for a particular order, the order will indicate what information or documentation must be submitted.

25. 52.232-23 - ASSIGNMENT OF CLAIMS (JAN 1986)

- (a) The Contractor, under the Assignment of Claims Act, as amended, 31 USC 3727, 41 USC 15 (hereafter referred to as the "the Act"), may assign its rights to be paid amounts due or to become due as a result of the performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency. The assignee under such an assignment may thereafter further assign or reassign its right under the original assignment to any type of financing institution described in the preceding sentence.
- (b) Any assignment or reassignment authorized under the Act and this clause shall cover all unpaid amounts payable under this contract, and shall not be made to more than one party, except that an assignment or reassignment may be made to one party as agent or trustee for two or more parties participating in the financing of this contract.
- (c) The Contractor shall not furnish or disclose to any assignee under this contract any classified document (including this contract) or information related to work under this contract until the Contracting Officer authorizes such action in writing.

26. 552.270-20 - PAYMENT (SEP 1999) (VARIATION)

- (a) When space is offered and accepted, the ANSI/BOMA Office Area square footage delivered will be confirmed by:
 - (1) the Government's measurement of plans submitted by the successful Offeror as approved by the Government, and an inspection of the space to verify that the delivered space is in conformance with such plans or
 - (2) a mutual on-site measurement of the space, if the Contracting Officer determines that it is necessary.
- (b) Payment will not be made for space which is in excess of the amount of ANSI/BOMA Office Area square footage stated in the lease.
- (c) If it is determined that the amount of ANSI/BOMA Office Area square footage actually delivered is less than the amount agreed to in the lease, the lease will be modified to reflect the amount of Usable space delivered and the annual rental will be adjusted as follows:

Usable square feet not delivered multiplied by the ANSI/BOMA Office Area square foot (USF) rate equals the reduction in annual rent. The rate per USF is determined by dividing the total annual rental by the Usable square footage set forth in the lease.

USF Not Delivered X Rate per USF = Reduction in Annual Rent.

27. 552.203-5 - COVENANT AGAINST CONTINGENT FEES (FEB 1990)

(Applies to leases which exceed \$100,000.)

- (a) The Contractor warrants that no person or agency has been employed or retained to solicit or obtain this contract upon an agreement or understanding for a contingent fee, except a bona fide employee or agency. For breach or violation of this warranty, the Government shall have

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the right to annul this contract without liability or, in its discretion, to deduct from the contract price or consideration, or otherwise recover the full amount of the contingent fee.

- (b) "Bona fide agency," as used in this clause, means an established commercial or selling agency (including licensed real estate agents or brokers), maintained by a Contractor for the purpose of securing business, that neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds itself out as being able to obtain any Government contract or contracts through improper influence.

"Bona fide employee," as used in this clause, means a person, employed by a Contractor and subject to the Contractor's supervision and control as to time, place, and manner of performance, who neither exerts nor proposes to exert improper influence to solicit or obtain Government contracts nor holds out as being able to obtain any Government contract or contracts through improper influence.

"Contingent fee," as used in this clause, means any commission, percentage, brokerage, or other fee that is contingent upon the success that a person or concern has in securing a Government contract.

"Improper influence," as used in this clause, means any influence that induces or tends to induce a Government employee or officer to give consideration or to act regarding a Government contract on any basis other than the merits of the matter.

28. 52.203-7 - ANTI-KICKBACK PROCEDURES (JUL 1995)

(Applies to leases which exceed \$100,000 average net annual rental, including option periods.)

- (a) Definitions.

"Kickback," as used in this clause, means any money, fee, commission, credit, gift, gratuity, thing of value, or compensation of any kind which is provided, directly or indirectly, to any prime Contractor, prime Contractor employee, subcontractor, or subcontractor employee for the purpose of improperly obtaining or rewarding favorable treatment in connection with a prime contract or in connection with a subcontract relating to a prime contract.

"Person," as used in this clause, means a corporation, partnership, business association of any kind, trust, joint-stock company, or individual.

"Prime contract," as used in this clause, means a contract or contractual action entered into by the United States for the purpose of obtaining supplies, materials, equipment, or services of any kind.

"Prime Contractor," as used in this clause, means a person who has entered into a prime contract with the United States.

"Prime Contractor employee," as used in this clause, means any officer, partner, employee, or agent of a prime Contractor.

"Subcontract," as used in this clause, means a contract or contractual action entered into by a prime Contractor or subcontractor for the purpose of obtaining supplies, materials, equipment, or services of any kind under a prime contract.

"Subcontractor," as used in this clause, (1) means any person, other than the prime Contractor, who offers to furnish or furnishes any supplies, materials, equipment, or services of any kind under a prime contract or a subcontract entered into in connection with such prime contract, and (2) includes any person who offers to furnish or furnishes general supplies to the prime Contractor or a higher tier subcontractor.

"Subcontractor employee," as used in this clause, means any officer, partner, employee, or agent of a subcontractor.

- (b) The Anti-Kickback Act of 1986 (41 U.S.C. 51-58) (the Act), prohibits any person from--

- (1) Providing or attempting to provide or offering to provide any kickback;
- (2) Soliciting, accepting, or attempting to accept any kickback; or

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- (3) Including, directly or indirectly, the amount of any kickback in the contract price charged by a prime Contractor to the United States or in the contract price charged by a subcontractor to a prime Contractor or higher tier subcontractor.
- (c) (1) The Contractor shall have in place and follow reasonable procedures designed to prevent and detect possible violations described in paragraph (b) of this clause in its own operations and direct business relationships.
- (2) When the Contractor has reasonable grounds to believe that a violation described in paragraph (b) of this clause may have occurred, the Contractor shall promptly report in writing the possible violation. Such reports shall be made to the inspector general of the contracting agency, the head of the contracting agency if the agency does not have an inspector general, or the Department of Justice.
- (3) The Contractor shall cooperate fully with any Federal agency investigating a possible violation described in paragraph (b) of this clause.
- (4) The Contracting Officer may (i) offset the amount of the kickback against any monies owed by the United States under the prime contract and/or (ii) direct that the Prime Contractor withhold from sums owed a subcontractor under the prime contract, the amount of the kickback. The Contracting Officer may order that monies withheld under subdivision (c)(4)(ii) of this clause be paid over to the Government unless the Government has already offset those monies under subdivision (c)(4)(i) of this clause. In the either case, the Prime Contractor shall notify the Contracting Officer when the monies are withheld.
- (5) The Contractor agrees to incorporate the substance of this clause, including subparagraph (c)(5) but excepting subparagraph (c)(1), in all subcontracts under this contract which exceed \$100,000.

29. 52.223-6 DRUG-FREE WORKPLACE (JAN 1997)

- (a) Definitions. As used in this clause --

“Controlled substance” means a controlled substance in schedules I through V of section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined in regulation at 21 CFR 1308.11 - 1308.15.

“Conviction” means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to deter-mine violations of the Federal or State criminal drug statutes.

“Criminal drug statute” means a Federal or non-Federal criminal statute involving the manufacture, distribution, dispensing, possession, or use of any controlled substance.

“Drug-free workplace” means the site(s) for the performance of work done by the Contractor in connection with a specific contract at which employees of the Contractor are prohibited from engaging in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance.

“Employee” means an employee of a Contractor directly engaged in the performance of work under a Government contract. “Directly engaged” is defined to include all direct cost employees and any other Contractor employee who has other than a minimal impact or involvement in contract performance.

“Individual” means an offeror/contractor that has no more than one employee including the offeror/contractor.

- (b) The Contractor, if other than an individual, shall-- within 30 days after award (unless a longer period is agreed to in writing for contracts of 30 days or more performance duration), or as soon as possible for contracts of less than 30 days performance duration--
 - (1) Publish a statement notifying its employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Contractor’s workplace and specifying the actions that will be taken against employees for violations of such prohibition;
 - (2) Establish an ongoing drug-free awareness program to inform such employees about--
 - (i) The dangers of drug abuse in the workplace;
 - (ii) The Contractor’s policy of maintaining a drug-free workplace;

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- (iii) Any available drug counseling, rehabilitation, and employee assistance programs; and
- (iv) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- (3) Provide all employees engaged in performance of the contract with a copy of the statement required by subparagraph (b)(1) of this clause;
- (4) Notify such employees in writing in the statement required by subparagraph (b)(1) of this clause that, as a condition of continued employment on this contract, the employee will--
 - (i) Abide by the terms of the statement; and
 - (ii) Notify the employer in writing of the employee's conviction under a criminal drug statute for a violation occurring in the workplace no later than 5 days after such conviction.
- (5) Notify the Contracting Officer in writing within 10 days after receiving notice under subdivision (b)(4)(ii) of this clause, from an employee or otherwise receiving actual notice of such conviction. The notice shall include the position title of the employee;
- (6) Within 30 days after receiving notice under subdivision (b)(4)(ii) of this clause of a conviction, take one of the following actions with respect to any employee who is convicted of a drug abuse violation occurring in the workplace:
 - (i) Taking appropriate personnel action against such employee, up to and including termination; or
 - (ii) Require such employee to satisfactorily participate in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- (7) Make a good faith effort to maintain a drug-free workplace through implementation of subparagraphs (b)(1) through (b)(6) of this clause.
- (c) The Contractor, if an individual, agrees by award of the contract or acceptance of a purchase order, not to engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance while performing this contract.
- (d) In addition to other remedies available to the Government, the Contractor's failure to comply with the requirements of paragraph (b) or (c) of this clause may, pursuant to FAR 23.506, render the Contractor subject to suspension of contract payments, termination of the contract for default, and suspension or debarment.

30. 552.203-70 - PRICE ADJUSTMENT FOR ILLEGAL OR IMPROPER ACTIVITY (SEP 1999)

(Applies to leases which exceed \$100,000.)

- (a) If the head of the contracting activity (HCA) or his or her designee determines that there was a violation of subsection 27(a) of the Office of Federal Procurement Policy Act, as amended (41 U.S.C. 423), as implemented in the Federal Acquisition Regulation, the Government, at its election, may--
 - (1) Reduce the monthly rental under this lease by 5 percent of the amount of the rental for each month of the remaining term of the lease, including any option periods, and recover 5 percent of the rental already paid;
 - (2) Reduce payments for alterations not included in monthly rental payments by 5 percent of the amount of the alterations agreement; or
 - (3) Reduce the payments for violations by a Lessor's subcontractor by an amount not to exceed the amount of profit or fee reflected in the subcontract at the time the subcontract was placed.
- (b) Prior to making a determination as set forth above, the HCA or designee shall provide to the Lessor a written notice of the action being considered and the basis therefor. The Lessor shall have a period determined by the agency head or designee, but not less than 30 calendar days after receipt of such notice, to submit in person, in writing, or through a representative, information and argument in opposition to the proposed reduction. The agency head or

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designee may, upon good cause shown, determine to deduct less than the above amounts from payments.

- (c) The rights and remedies of the Government specified herein are not exclusive, and are in addition to any other rights and remedies provided by law or under this lease.

31. 52.215-10 - PRICE REDUCTION FOR DEFECTIVE COST OR PRICING DATA (OCT 1997)

(Applies when cost or pricing data are required for work or service exceeding \$500,000.)

- (a) If any price, including profit or fee, negotiated in connection with this contract, or any cost reimbursable under this contract, was increased by any significant amount because—

- (1) The Contractor or a subcontractor furnished cost or pricing data that were not complete, accurate, and current as certified in its Certificate of Current Cost or Pricing Data;
- (2) A subcontractor or prospective subcontractor furnished the Contractor cost or pricing data that were not complete, accurate, and current as certified in the Contractor's Certificate of Current Cost or Pricing Data; or
- (3) Any of these parties furnished data of any description that were not accurate, the price or cost shall be reduced accordingly and the contract shall be modified to reflect the reduction.

- (b) Any reduction in the contract price under paragraph (a) of this clause due to defective data from a prospective subcontractor that was not subsequently awarded the subcontract shall be limited to the amount, plus applicable overhead and profit markup, by which (1) the actual subcontract or (2) the actual cost to the Contractor, if there was no subcontract, was less than the prospective subcontract cost estimate submitted by the Contractor; *provided*, that the actual subcontract price was not itself affected by defective cost or pricing data.

- (c) (1) If the Contracting Officer determines under paragraph (a) of this clause that a price or cost reduction should be made, the Contractor agrees not to raise the following matters as a defense:

- (i) The Contractor or subcontractor was a sole source supplier or otherwise was in a superior bargaining position and thus the price of the contract would not have been modified even if accurate, complete, and current cost or pricing data had been submitted.
- (ii) The Contracting Officer should have known that the cost or pricing data in issue were defective even though the Contractor or subcontractor took no affirmative action to bring the character of the data to the attention of the Contracting Officer.
- (iii) The contract was based on an agreement about the total cost of the contract and there was no agreement about the cost of each item procured under the contract.
- (iv) The Contractor or subcontractor did not submit a Certificate of Current Cost or Pricing Data.

- (2) (i) Except as prohibited by subdivision (c)(2)(ii) of this clause, an offset in an amount determined appropriate by the Contracting Officer based upon the facts shall be allowed against the amount of a contract price reduction if--

- (A) The Contractor certifies to the Contracting Officer that, to the best of the Contractor's knowledge and belief, the Contractor is entitled to the offset in the amount requested; and
- (B) The Contractor proves that the cost or pricing data were available before the "as of" date specified on its Certificate of Current Cost or Pricing Data, and that the data were not submitted before such date.

- (ii) An offset shall not be allowed if--
 - (A) The understated data were known by the Contractor to be understated before the "as of" date specified on its Certificate of Current Cost or Pricing Data; or
 - (B) The Government proves that the facts demonstrate that the contract price would not have increased in the amount to be offset even if the available data had been submitted before the "as of" date specified on its Certificate of Current Cost or Pricing Data.

- (d) If any reduction in the contract price under this clause reduces the price of items for which payment was made prior to the date of the modification reflecting the price reduction, the

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Contractor shall be liable to and shall pay the United States at the time such overpayment is repaid--

- (1) Simple interest on the amount of such overpayment to be computed from the date(s) of overpayment to the Contractor to the date the Government is repaid by the Contractor at the applicable underpayment rate effective for each quarter prescribed by the Secretary of the Treasury under 26 U.S.C. 6621(a)(2); and
- (2) A penalty equal to the amount of the overpayment, if the Contractor or subcontractor knowingly submitted cost or pricing data that were incomplete, inaccurate, or noncurrent.

32. 552.270-13 - PROPOSALS FOR ADJUSTMENT (SEP 1999)

- (a) The Contracting Officer may, from time to time during the term of this lease, require changes to be made in the work or services to be performed and in the terms or conditions of this lease. Such changes will be required under the Changes clause.
- (b) If the Contracting Officer makes a change within the general scope of the lease, the Lessor shall submit, in a timely manner, an itemized cost proposal for the work to be accomplished or services to be performed when the cost exceeds \$100,000. The proposal, including all subcontractor work, will contain at least the following details--
 - (1) Material quantities and unit costs;
 - (2) Labor costs (identified with specific item or material to be placed or operation to be performed;
 - (3) Equipment costs;
 - (4) Worker's compensation and public liability insurance;
 - (5) Overhead;
 - (6) Profit; and
 - (7) Employment taxes under FICA and FUTA.
- (c) The following Federal Acquisition Regulation (FAR) provisions also apply to all proposals exceeding \$500,000 in cost --
 - (1) The Lessor shall provide cost or pricing data including subcontractor cost or pricing data (48 CFR 15.403-4) and
 - (2) The Lessor's representative, all Contractors, and subcontractors whose portion of the work exceeds \$500,000 must sign and return the "Certificate of Current Cost or Pricing Data" (48 CFR 15.406-2).
- (d) Lessors shall also refer to 48 CFR Part 31, Contract Cost Principles, for information on which costs are allowable, reasonable, and allocable in Government work.

33. 552.270-14 - CHANGES (SEP 1999) (VARIATION)

- (a) The Contracting Officer may at any time, by written order, make changes within the general scope of this lease in any one or more of the following:
 - (1) Specifications (including drawings and designs);
 - (2) Work or services;
 - (3) Facilities or space layout; or
 - (4) Amount of space, provided the Lessor consents to the change.
- (b) If any such change causes an increase or decrease in Lessor's cost of or the time required for performance under this lease, whether or not changed by the order, the Contracting Officer shall modify this lease to provide for one or more of the following:
 - (1) A modification of the delivery date;
 - (2) An equitable adjustment in the rental rate;
 - (3) A lump sum equitable adjustment; or
 - (4) An equitable adjustment of the annual operating costs per ANSI/BOMA Office Area square foot specified in this lease.
- (c) The Lessor shall assert its right to an adjustment under this clause within 30 days from the date of receipt of the change order and shall submit a proposal for adjustment. Failure to

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agree to any adjustment shall be a dispute under the Disputes clause. However, nothing in this clause shall excuse the lessor from proceeding with the change as directed.

- (d) Absent such written change order, the Government shall not be liable to Lessor under this clause.

34. 552.215-70 - EXAMINATION OF RECORDS BY GSA (FEB 1996)

The Contractor agrees that the Administrator of General Services, or any duly authorized representative shall, until the expiration of 3 years after final payment under this contract, or of the time periods for the particular records specified in Subpart 4.7 of the Federal Acquisition Regulation (48 CFR 4.7), whichever expires earlier, have access to and the right to examine any books, documents, papers, and records of the Contractor involving transactions related to this contract or compliance with any clauses thereunder. The Contractor further agrees to include in all its subcontracts hereunder a provision to the effect that the subcontractor agrees that the Administrator of General Services, or any duly authorized representatives shall, until the expiration of 3 years after final payment under the subcontract, or of the time periods for the particular records specified in Subpart 4.7 of the Federal Acquisition Regulation (48 CFR 4.7), whichever expires earlier, have access to and the right to examine any books, documents, papers, and records of such subcontractor, involving transactions related to the subcontract or compliance with any clauses thereunder. The term "subcontract" as used in this clause excludes (a) purchase orders not exceeding \$100,000 and (b) subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public.

35. 52.215-2 - AUDIT AND RECORDS—NEGOTIATION (JUN 1999)

- (a) As used in this clause, "records" includes books, documents, accounting procedures and practices, and other data, regardless of type and regardless of whether such items are in written form, in the form of computer data, or in any other form.
- (b) Examination of costs. If this is a cost-reimbursement, incentive, time-and-materials, labor-hour, or price redeterminable contract, or any combination of these, the Contractor shall maintain and the Contracting Officer, or an authorized representative of the Contracting Officer, shall have the right to examine and audit all records and other evidence sufficient to reflect properly all costs claimed to have been incurred or anticipated to be incurred directly or indirectly in performance of this contract. This right of examination shall include inspection at all reasonable times of the Contractor's plants, or parts of them, engaged in performing the contract.
- (c) Cost or pricing data. If the Contractor has been required to submit cost or pricing data in connection with any pricing action relating to this contract, the Contracting Officer, or an authorized representative of the Contracting Officer, in order to evaluate the accuracy, completeness, and currency of the cost or pricing data, shall have the right to examine and audit all of the Contractor's records, including computations and projections, related to—
 - (1) The proposal for the contract, subcontract, or modification;
 - (2) The discussions conducted on the proposal(s), including those related to negotiating;
 - (3) Pricing of the contract, subcontract, or modification; or
 - (4) Performance of the contract, subcontract or modification.
- (d) Comptroller General—
 - (1) The Comptroller General of the United States, or an authorized representative, shall have access to and the right to examine any of the Contractor's directly pertinent records involving transactions related to this contract or a subcontract hereunder.
 - (2) This paragraph may not be construed to require the Contractor or subcontractor to create or maintain any record that the Contractor or subcontractor does not maintain in the ordinary course of business or pursuant to a provision of law.
- (e) Reports. If the Contractor is required to furnish cost, funding, or performance reports, the Contracting Officer or an authorized representative of the Contracting Officer shall have the right to examine and audit the supporting records and materials, for the purpose of evaluating—
 - (1) The effectiveness of the Contractor's policies and procedures to produce data compatible with the objectives of these reports; and

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- (2) The data reported.
- (f) Availability. The Contractor shall make available at its office at all reasonable times the records, materials, and other evidence described in paragraphs (a), (b), ©, (d), and (e) of this clause, for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in Subpart 4.7, Contractor Records Retention, of the Federal Acquisition Regulation (FAR), or for any longer period required by statute or by other clauses of this contract. In addition—
 - (1) If this contract is completely or partially terminated, the Contractor shall make available the records relating to the work terminated until 3 years after any resulting final termination settlement; and
 - (2) The Contractor shall make available records relating to appeals under the Disputes clause or to litigation or the settlement of claims arising under or relating to this contract until such appeals, litigation, or claims are finally resolved.
- (g) The Contractor shall insert a clause containing all the terms of this clause, including this paragraph (g), in all subcontracts under this contract that exceed the simplified acquisition threshold, and—
 - (1) That are cost-reimbursement, incentive, time-and-materials, labor-hour, or price-redeterminable type or any combination of these;
 - (2) For which cost or pricing data are required; or
 - (3) That require the subcontractor to furnish reports as discussed in paragraph (e) of this clause.

The clause may be altered only as necessary to identify properly the contracting parties and the Contracting Officer under the Government prime contract.

36. 52.233-1 - DISPUTES (DEC 1998)

- (a) This contract is subject to the Contract Disputes act of 1978, as amended (41 U.S.C. 601-613)
- (b) Except as provided in the Act, all disputes arising under or relating to this contract shall be resolved under this clause.
- (c) "Claim," as used in this clause, means a written demand or written assertion by one of the contracting parties seeking, as a matter of right, the payment of money in a sum certain, the adjustment or interpretation of contract terms, or other relief arising under or relating to this contract. A claim arising under a contract, unlike a claim relating to that contract, is a claim that can be resolved under a contract clause that provides for the relief sought by the claimant. However, a written demand or written assertion by the Contractor seeking the payment of money exceeding \$100,000 is not a claim under the Act until certified as required by subparagraph (d)(2) of this clause. A voucher, invoice, or other routine request for payment that is not in dispute when submitted is not a claim under the Act. The submission may be converted to a claim under the Act, by complying with the submission and certification requirements of this clause, if it is disputed either as to liability or amount or is not acted upon in a reasonable time.
- (d)
 - (1) A claim by the Contractor shall be made in writing and, unless otherwise stated in this contract, submitted within 6 years after accrual of the claim to the Contracting Officer for a written decision. A claim by the Government against the Contractor shall be subject to a written decision by the Contracting Officer.
 - (2)
 - (i) The Contractor shall provide the certification specified in paragraph (d)(2)(iii) of this clause when submitting any claim exceeding \$100,000.
 - (ii) The certification requirement does not apply to issues in controversy that have not been submitted as all or part of a claim.
 - (iii) The certification shall state as follows: "I certify that the claim is made in good faith; that the supporting data are accurate and complete to the best of my knowledge and belief; that the amount requested accurately reflects the contract adjustment for which the Contractor believes the Government is liable; and that I am duly authorized to certify the claim on behalf of the Contractor."
 - (3) The certification may be executed by any person duly authorized to bind the Contractor with respect to the claim.

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- (e) For Contractor claims of \$100,000 or less, the Contracting Officer must, if requested in writing by the Contractor, render a decision within 60 days of the request. For Contractor-certified claims over \$100,000, the Contracting Officer must, within 60 days, decide the claim or notify the Contractor of the date by which the decision will be made.
- (f) The Contracting Officer's decision shall be final unless the Contractor appeals or files a suit as provided in the Act.
- (g) If the claim by the Contractor is submitted to the Contracting Officer or a claim by the Government is presented to the Contractor, the parties, by mutual consent, may agree to use alternative disputes resolution (ADR). If the Contractor refuses an offer for ADR, the Contractor shall inform the Contracting Officer, in writing, of the Contractor's specific reasons for rejecting the offer.
- (h) The Government shall pay interest on the amount found due and unpaid from (1) the date that the Contracting Officer receives the claim (certified if required); or (2) the date that payment otherwise would be due, if that date is later, until the date of payment. With regard to claims having defective certifications, as defined in FAR 33.201, interest shall be paid from the date that the Contracting Officer initially receives the claim. Simple interest on claims shall be paid at the rate, fixed by the Secretary of the Treasury as provided in the Act, which is applicable to the period during which the Contracting Officer receives the claim and then at the rate applicable for each 6-month period as fixed by the Treasury Secretary during the pendency of the claim.
- (i) The Contractor shall proceed diligently with performance of this contract, pending final resolution of any request for relief, claim, appeal, or action arising under the contract, and comply with any decision of the Contracting Officer.

37. 52.222-26 - EQUAL OPPORTUNITY (FEB 1999)

- (a) If, during any 12-month period (including the 12 months preceding the award of this contract), the Contractor has been or is awarded nonexempt Federal contracts and/or subcontracts that have an aggregate value in excess of \$10,000, the Contractor shall comply with subparagraphs (b)(1) through (11) below. Upon request, the Contractor shall provide information necessary to determine the applicability of this clause.
- (b) During performing this contract, the Contractor agrees as follows:
 - (1) The Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin. However, it shall not be a violation of this clause for the Contractor to extend a publicly announced preference in employment to Indians living on or near an Indian reservation, in connection with employment opportunities on or near an Indian reservation, as permitted by 41 CFR 60-1.5.
 - (2) The Contractor shall take affirmative action to ensure the applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, or national origin. This shall include, but not be limited to, (i) employment, (ii) upgrading, (iii) demotion, (iv) transfer, (v) recruitment or recruitment advertising, (vi) layoff or termination, (vii) rates of pay or other forms of compensation, and (viii) selection for training, including apprenticeship.
 - (3) The Contractor shall post in conspicuous places available to employees and applicants for employment the notices to be provided by the Contracting Officer that explain this clause.
 - (4) The Contractor shall, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, or national origin.
 - (5) The Contractor shall send, to each labor union or representative of workers with which it has a collective bargaining agreement or other contract or understanding, the notice to be provided by the Contracting Officer advising the labor union or workers' representative of the Contractor's commitments under this clause, and post copies of the notice in conspicuous places available to employees and applicants for employment.
 - (6) The Contractor shall comply with Executive Order 11246, as amended, and the rules, regulations, and orders of the Secretary of Labor.

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- (7) The Contractor shall furnish to the contracting agency all information required by Executive Order 11246, as amended, and by the rules, regulations, and orders of the Secretary of Labor. Standard Form 100 (EEO-1), or any successor form, as prescribed in 41 CFR part 60-1. Unless the Contractor has filed within the 12 months preceding the date of contract award, the Contractor shall, within 30 days after contract award, apply to either the regional Office of Federal Contract Compliance Programs (OFCCP) or the local office of the Equal Employment Opportunity Commission for the necessary forms
 - (8) The Contractor shall permit access to its premises, during normal business hours, by the contracting agency or the OFCCP for the purpose of conducting on-site compliance evaluations and complaint investigations. The Contractor shall permit the Government to inspect and copy any books, accounts, records (including computerized records), and other material that may be relevant to the matter under investigation and pertinent to compliance with Executive Order 11246, as amended, and rules and regulations that implement the Executive Order.
 - (9) If the OFCCP determines that the Contractor is not in compliance with this clause or any rule, regulation, or order of the Secretary of Labor, this contract may be canceled, terminated, or suspended in whole or in part and the Contractor may be declared ineligible for further Government contracts, under the procedures authorized in Executive Order 11246, as amended. In addition, sanctions may be imposed and remedies invoked against the Contractor as provided in Executive Order 11246, as amended, the rules, regulations, and orders of the Secretary of Labor, or as otherwise provided by law.
 - (10) The Contractor shall include the terms and conditions of subparagraph (b)(1) through (11) of this clause in every subcontract or purchase order that is not exempted by the rules, regulations, or orders of the Secretary of Labor issued under Executive Order 11246, as amended, so that these terms and conditions will be binding upon each subcontractor or vendor.
 - (11) The Contractor shall take such action with respect to any subcontract or purchase order as the contracting agency may direct as a means of enforcing these terms and conditions, including sanctions for noncompliance; provided, that if the Contractor becomes involved in, or is threatened with, litigation with a subcontractor or vendor as a result of any direction, the Contractor may request the United States to enter into the litigation to protect the interests of the United States.
- (c) Notwithstanding any other clause in this contract, disputes relative to this clause will be governed by the procedures in 41 CFR 60-1.1.

38. 52.222-24 – PREAWARD ON-SITE EQUAL OPPORTUNITY COMPLIANCE EVALUATION (FEB 1999)

(Applies to leases which exceed \$10,000,000.)

If a contract in the amount of \$10 million or more will result from this solicitation, the prospective Contractor and its known first-tier subcontractors with anticipated subcontracts of \$10 million or more shall be subject to a preaward compliance evaluation by the Office of Federal Contract Compliance Programs (OFCCP), unless, within the preceding 24 months, OFCCP has conducted an evaluation and found the prospective Contractor and subcontractors to be in compliance with Executive Order 11246.

39. 52.222-21 – PROHIBITION OF SEGREGATED FACILITIES (FEB 1999)

- (a) “Segregated facilities,” as used in this clause, means any waiting rooms, work areas, rest rooms and wash rooms, restaurants and other eating areas, time clocks, locker rooms and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation, and housing facilities provided for employees, that are segregated by explicit directive or are in fact segregated on the basis of race, color, religion, sex, or national origin because of written or oral policies or employee custom. The term does not include separate or single-user rest rooms or necessary dressing or sleeping areas provided to assure privacy between the sexes.
- (b) The Contractor agrees that it does not and will not maintain or provide for its employees any segregated facilities at any of its establishments, and that it does not and will not permit its employees to perform their services at any location under its control where segregated facilities are maintained. The Contractor agrees that a breach of this clause is a violation of the Equal Opportunity clause in this contract.

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- (c) The Contractor shall include this clause in every subcontract and purchase order that is subject to the Equal Opportunity clause of this contract.

40. 52.222-35 - AFFIRMATIVE ACTION FOR DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA (APR 1998)

- (a) Definitions.

All employment openings includes all positions except executive and top management, those positions that will be filled from within the contractor's organization, and positions lasting 3 days or less. This term includes full-time employment, temporary employment of more than 3 days' duration, and part-time employment.

Appropriate office of the State employment service system means the local office of the Federal-State national system of public employment offices with assigned responsibility to serve the area where the employment opening is to be filled, including the District of Columbia, Guam, the Commonwealth of Puerto Rico, and the Virgin Islands.

Positions that will be filled from within the Contractor's organization means employment openings for which no consideration will be given to persons outside the Contractor's organization (including any affiliates, subsidiaries, and the parent companies) and includes any openings that the Contractor proposes to fill from regularly establish "recall" lists. The exception does not apply to a particular opening once an employer decides to consider applicants outside of its organization.

Veteran of the Vietnam era means a person who--

- (1) Served on active duty for a period of more than 180 days, any part of which occurred between August 5, 1964, and May 7, 1975, and was discharged or released therefrom with other than a dishonorable discharge; or
- (2) Was discharged or released from active duty for a service-connected disability if any part of such active duty was performed between August 5, 1964, and May 7, 1975.

- (b) General.

- (1) Regarding any position for which the employee or applicant for employment is qualified, the Contractor shall not discriminate against the individual because the individual is a disabled veteran or veteran of the Vietnam era. The Contractor agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified disabled veterans and veterans of the Vietnam era without discrimination based upon their disability or veterans' status in all employment practices such as--
 - (i) Employment;
 - (ii) Upgrading;
 - (iii) Demotion or transfer;
 - (iv) Recruitment;
 - (v) Advertising;
 - (vi) Layoff or termination;
 - (vii) Rates of pay or other forms of compensation; and
 - (viii) Selection for training, including apprenticeship.
- (2) The Contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor (Secretary) issued under the Vietnam Era Veterans' Readjustment Assistance Act of 1972 (the Act), as amended.

- (c) Listing openings.

- (1) The Contractor agrees to list all employment openings existing at contract award or occurring during contract performance, at an appropriate office of the State employment service system in the locality where the opening occurs. These openings include those occurring at any contractor facility, including one not connected with performing this contract. An independent corporate affiliate is exempt from this requirement.
- (2) State and local government agencies holding Federal contracts of \$10,000 or more shall also list all employment openings with the appropriate office of the State employment service.

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- (3) The listing of employment openings with the State employment service system is required at least concurrently with using any other recruitment source or effort and involves the obligations of placing a bona fide job order, including accepting referrals of veterans and nonveterans. This listing does not require hiring any particular job applicant or hiring from any particular group of job applicants and is not intended to relieve the Contractor from any requirements of Executive orders or regulations concerning nondiscrimination in employment.
- (4) Whenever the Contractor becomes contractually bound to the listing terms of this clause, it shall advise the State employment service system, in each State where it has establishments, of the name and location of each hiring location in the State. As long as the Contractor is contractually bound to these terms and has so advised the State system, it need not advise the State system of subsequent contracts. The Contractor may advise the State system when it is no longer bound by this contract clause.
- (d) Applicability. This clause does not apply to the listing of employment openings which occur and are filled outside the 50 states, the District of Columbia, the Commonwealth of Puerto Rico, Guam, and the Virgin Islands.
- (e) Postings.
 - (1) The Contractor agrees to post employment notices stating –
 - (i) The Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified disabled veterans and veterans of the Vietnam era, and
 - (ii) The rights of applicants and employees.
 - (2) These notices shall be posted in conspicuous places that are available to employees and applicants for employment. They shall be in a form prescribed by the Deputy Assistant Secretary for Federal Contract Compliance Programs, Department of Labor (Deputy Assistant Secretary), and provided by or through the Contracting Officer.
 - (3) The Contractor shall notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of the Act, and is committed to take affirmative action to employ, and advance in employment, qualified disabled veterans and veterans of the Vietnam era.
- (f) Noncompliance. If the Contractor does not comply with the requirements of this clause, appropriate actions may be taken under the rules, regulations, and relevant orders of the Secretary issued pursuant to the Act.
- (g) Subcontracts. The Contractor shall include the terms of this clause in every subcontract or purchase order of \$10,000 or more unless exempted by rules, regulations, or orders of the Secretary. The Contractor shall act as specified by the Deputy Assistant Secretary to enforce the terms, including action for noncompliance.

41. 52.222-36 - AFFIRMATIVE ACTION FOR WORKERS WITH DISABILITIES (JUN 1998)

- (a) General.
 - (1) Regarding any position for which the employee or applicant for employment is qualified, the Contractor shall not discriminate against any employee or applicant because of physical or mental disability. The Contractor agrees to take affirmative action to employ, advance in employment and otherwise treat qualified individuals with disabilities without discrimination based upon their physical or mental disability in all employment practices such as--
 - (i) Recruitment, advertising, and job application procedures;
 - (ii) Hiring, upgrading, promotion, award of tenure, demotion, transfer, layoff, termination, right of return from layoff, and rehiring;
 - (iii) Rates of pay or any other form of compensation and changes in compensation;
 - (iv) Job assignments, job classifications, organizational structures, position descriptions, lines of progression, and seniority lists;
 - (v) Leaves of absence, sick leave, or any other leave;
 - (vi) Fringe benefits available by virtue of employment, whether or not administered by the Contractor;
 - (vii) Selection and financial support for training, including apprenticeships, professional meetings, conferences, and other related activities, and selection for leaves of absence to pursue training

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- (viii) Activities sponsored by the Contractor, including social or recreational programs; and
 - (ix) Any other term, condition, or privilege of employment.
 - (2) The Contractor agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor (Secretary) issued under the Rehabilitation Act of 1973 (29 USC 793) (the Act), as amended.
 - (b) Postings.
 - (1) The Contractor agrees to post employment notices stating (i) the Contractor's obligation under the law to take affirmative action to employ and advance in employment qualified individuals with disabilities and (ii) the rights of applicants and employees.
 - (2) These notices shall be posted in conspicuous places that are available to employees and applicants for employment. The Contractor shall ensure that applicants and employees with disabilities are informed of the contents of the notice (e.g., the Contractor may have the notice read to a visually disabled individual, or may lower the posted notice so that it might be read by a person in a wheelchair). The notices shall be in a form prescribed by the Deputy Assistant Secretary for Federal Contract Compliance of the U.S. Department of Labor (Deputy Assistant Secretary) and shall be provided by or through the Contracting Officer.
 - (3) The Contractor shall notify each labor union or representative of workers with which it has a collective bargaining agreement or other contract understanding, that the Contractor is bound by the terms of Section 503 of the Act and is committed to take affirmative action to employ, and advance in employment, qualified individuals with physical or mental disabilities.
 - (c) Noncompliance. If the Contractor does not comply with the requirements of this clause, appropriate actions may be taken under the rules, regulations, and relevant orders of the Secretary issued pursuant to the Act.
 - (d) Subcontracts. The Contractor shall include the terms of this clause in every subcontract or purchase order in excess of \$10,000 unless exempted by rules, regulations, or orders of the Secretary. The Contractor shall act as specified by the Director to enforce the terms, including action for noncompliance.
42. 52.222-37 - EMPLOYMENT REPORTS ON DISABLED VETERANS AND VETERANS OF THE VIETNAM ERA (JAN 1999)
- (a) Unless the Contractor is a State or local government agency, the Contractor shall report at least annually, as required by the Secretary of Labor, on:
 - (1) The number of disabled veterans and the number of veterans of the Vietnam era in the workforce of the contractor by job category and hiring location; and
 - (2) The total number of new employees hired during the period covered by the report, and of that total, the number of special disabled veterans, and the number of veterans of the Vietnam era.
 - (b) The above items shall be reported by completing the form entitled "Federal Contractor Veterans' Employment Report VETS-100."
 - (c) Reports shall be submitted no later than September 30 of each year beginning September 30, 1988.
 - (d) The employment activity report required by paragraph (a)(2) of this clause shall reflect total hires during the most recent 12-month period as of the ending date selected for the employment profile report required by paragraph (a)(1) of this clause. Contractors may select an ending date: (1) As of the end of any pay period during the period January through March 1 of the year the report is due, or (2) as of December 31, if the Contractor has previous written approval from the Equal Employment Opportunity Commission to do so for purposes of submitting the Employer Information Report EEO-1 (Standard Form 100).
 - (e) The count of veterans reported according to paragraph (a) of this clause shall be based on voluntary disclosure. Each Contractor subject to the reporting requirements at 38 U.S.C. 4212 shall invite all special disabled veterans and veterans of the Vietnam era who wish to benefit under the affirmative action program at 38 U.S.C. 4212 to identify themselves to the

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Contractor. The invitation shall state that the information is voluntarily provided, that the information will be kept confidential, that disclosure or refusal to provide the information will not subject the applicant or employee to any adverse treatment, and that the information will be used only in accordance with the regulations promulgated under 38 U.S.C. 4212.

- (f) Subcontracts. The Contractor shall include the terms of this clause in every subcontract or purchase order of \$10,000 or more unless exempted by rules, regulations, or orders of the Secretary.

43. 52.209-6 - PROTECTING THE GOVERNMENT'S INTEREST WHEN SUBCONTRACTING WITH CONTRACTORS DEBARRED, SUSPENDED, OR PROPOSED FOR DEBARMENT (JUL 1995)

- (a) The Government suspends or debar Contractors to protect the Government's interests. Contractors shall not enter into any subcontract in excess of the small purchase limitation at FAR 13.000 with a Contractor that has been debarred, suspended, or proposed for debarment unless there is a compelling reason to do so.
- (b) The Contractor shall require each proposed first-tier subcontractor, whose subcontract will exceed the small purchase limitation at FAR 13.000, to disclose to the Contractor, in writing, whether as of the time of award of the subcontract, the subcontractor, or its principals, is or is not debarred, suspended, or proposed for debarment by the Federal Government.
- (c) A corporate officer or designee of the Contractor shall notify the Contracting Officer, in writing, before entering into a subcontract with a party that is debarred, suspended or proposed for debarment (See FAR 9.404 for information on the List of Parties Excluded from Federal Procurement and Nonprocurement Programs). The notice must include the following:
 - (1) The name of the subcontractor,
 - (2) The Contractor's knowledge of the reasons for the subcontractor being on the List of Parties Excluded from Federal Procurement and Nonprocurement Programs;
 - (3) The compelling reason(s) for doing business with the subcontractor notwithstanding its inclusion on the List of Parties Excluded from Federal Procurement and Nonprocurement Programs;
 - (4) The systems and procedures the Contractor has established to ensure that it is fully protecting the Government's interests when dealing with such subcontractor in view of the specific basis for the party's debarment, suspension, or proposed debarment.

44. 52.215-12 - SUBCONTRACTOR COST OR PRICING DATA (OCT 1997)

(Applies when the clause at FAR 52.215-10 is applicable.)

- (a) Before awarding any subcontract expected to exceed the threshold for submission of cost or pricing data at FAR 15.403-4, on the date of agreement on price or the date of award, which ever is later; or before pricing any subcontract modification involving a pricing adjustment expected to exceed the threshold for submission of cost or pricing data at FAR 15.403-4, the Contractor shall require the subcontractor to submit cost or pricing data (actually or by specific identification in writing), unless an exception under FAR 15.403-1 applies.
- (b) The Contractor shall require the subcontractor to certify in substantially the form prescribed in FAR 15.406-2 that, to the best of its knowledge and belief, the data submitted under paragraph (a) of this clause were accurate, complete, and current as of the date of agreement on the negotiated price of the subcontract or subcontract modification.
- (c) In each subcontract that exceeds the threshold for submission of cost or pricing data at FAR 15.403-4, when entered into, the Contractor shall insert either--
 - (1) The substance of this clause, including this paragraph (c), if paragraph (a) of this clause requires submission of cost or pricing data for the subcontract; or
 - (2) The substance of the clause at FAR 52.215-13, Subcontractor Cost or Pricing Data -- Modifications.

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45. 52.219-8 - UTILIZATION OF SMALL BUSINESS CONCERNS (OCT 2000)

(Applies to leases which exceed \$100,000 average net annual rental, including option periods.)

- (a) It is the policy of the United States that small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns shall have the maximum practicable opportunity to participate in performing contracts let by any Federal agency, including contracts and subcontracts for subsystems, assemblies, components, and related services for major systems. It is further the policy of the United States that its prime contractors establish procedures to ensure the timely payment of amounts due pursuant to the terms of their subcontracts with small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, HUBZone small business concerns, small disadvantaged business concerns, and women-owned small business concerns.
- (b) The Contractor hereby agrees to carry out this policy in the awarding of subcontracts to the fullest extent consistent with efficient contract performance. The Contractor further agrees to cooperate in any studies or surveys as may be conducted by the United States Small Business Administration or the awarding agency of the United States as may be necessary to determine the extent of the Contractor's compliance with this clause.
- (c) Definitions. As used in this contract –

HUBZone small business concern means a small business concern that appears on the List of Qualified HUBZone Small Business Concerns maintained by the Small Business Administration.

Service-disabled veteran-owned small business concern –

- (1) Means a small business concern –
 - (i) Not less than 51 percent of which is owned by one or more service-disabled veterans or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more service-disabled veterans; and
 - (ii) The management and daily business operations of which are controlled by one or more service-disabled veterans or, in the case of a veteran with permanent and severe disability, the spouse or permanent caregiver of such veteran.
- (2) Service-disabled veteran means a veteran, as defined in 38 U.S.C. 101(2), with a disability that is service-connected, as defined in 38 U.S.C. 101(16).

Small business concern means a small business as defined pursuant to Section 3 of the Small Business Act and relevant regulations promulgated pursuant thereto.

Small disadvantaged business concern means a small business concern that represents, as part of its offer that –

- (1) It has received certification as a small disadvantaged business concern consistent with 13 CFR part 124, Subpart B;
- (2) No material change in disadvantaged ownership and control has occurred since its certification;
- (3) Where the concern is owned by one or more individuals, the net worth of each individual upon whom the certification is based does not exceed \$750,000 after taking into account the applicable exclusions set forth at 13 CFR 124.104(c)(2); and
- (4) It is identified, on the date of its representation, as a certified small disadvantaged business in the database maintained by the Small Business Administration (PRO-Net).

"Veteran-owned small business concern" means a small business concern –

- (1) Not less than 51 percent of which is owned by one or more veterans (as defined at 38 U.S.C. 101(2)) or, in the case of any publicly owned business, not less than 51 percent of the stock of which is owned by one or more veterans; and
- (2) The management and daily business operations of which are controlled by one or more veterans.

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"Women-owned small business concern" means a small business concern –

- (1) That is at least 51 percent owned by one or more women, or, in the case of any publicly owned business, at least 51 percent of the stock of which is owned by one or more women; and
- (2) Whose management and daily business operations are controlled by one or more women.

- (d) Contractors acting in good faith may rely on written representations by their subcontractors regarding their status as a small business concern, a veteran-owned small business concern, a service-disabled veteran-owned small business concern, a HUBZone small business concern, a small disadvantaged business concern, or a women-owned small business concern.

46. 52.219-9 – SMALL BUSINESS SUBCONTRACTING PLAN (OCT 2000)

(Applies to leases which exceed \$500,000.)

- (a) This clause does not apply to small business concerns.
- (b) Definitions. As used in this clause--

"Commercial item" means a product or service that satisfies the definition of commercial item in section 2.101 of the Federal Acquisition Regulation.

"Commercial plan" means a subcontracting plan (including goals) that covers the offeror's fiscal year and that applies to the entire production of commercial items sold by either the entire company or a portion thereof (e.g., division, plant, or product line).

"Individual contract plan" means a subcontracting plan that covers the entire contract period (including option periods), applies to a specific contract, and has goals that are based on the offeror's planned subcontracting in support of the specific contract, except that indirect costs incurred for common or joint purposes may be allocated on a prorated basis to the contract.

"Master plan" means a subcontracting plan that contains all the required elements of an individual contract plan, except goals, and may be incorporated into individual contract plans, provided the master plan has been approved.

"Subcontract," means any agreement means any agreement (other than one involving an employer-employee relationship) entered into by a Federal Government prime Contractor or subcontractor calling for supplies or services required for performance of the contract or subcontract.

- (c) The offeror, upon request by the Contracting Officer, shall submit and negotiate a subcontracting plan, where applicable, which separately addresses subcontracting with small business, veteran-owned small business, HUBZone small business concerns, small disadvantaged business, and women-owned small business concerns. If the offeror is submitting an individual contract plan, the plan must separately address subcontracting with small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns, with a separate part for the basic contract and separate parts for each option (if any). The plan shall be included in and made a part of the resultant contract. The subcontracting plan shall be negotiated within the time specified by the Contracting Officer. Failure to submit and negotiate the subcontracting plan shall make the offeror ineligible for award of a contract.

- (d) The offeror's subcontracting plan shall include the following:

- (1) Goals, expressed in terms of percentages of total planned subcontracting dollars, for the use of small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns as subcontractors. Service-disabled veteran-owned small business concerns meet the definition of veteran-owned small business concerns, and offerors may include them within the subcontracting plan goal for veteran-owned small business concerns. A separate goal for service-disabled veteran-owned small business concerns is not required. The offeror shall include all subcontracts that contribute to contract

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- performance, and may include a proportionate share of products and services that are normally allocated as indirect costs.
- (2) A statement of--
 - (i) Total dollars planned to be subcontracted for an individual contract plan; or the offeror's total projected sales, expressed in dollars, and the total value of projected subcontracts to support the sales for a commercial plan;
 - (ii) Total dollars planned to be subcontracted to small business concerns;
 - (iii) Total dollars planned to be subcontracted to veteran-owned small business concerns;
 - (iv) Total dollars planned to be subcontracted to HUBZone small business concerns;
 - (v) Total dollars planned to be subcontracted to small disadvantaged business concerns; and
 - (vi) Total dollars planned to be subcontracted to women-owned small business concerns.
 - (3) A description of the principal types of supplies and services to be subcontracted, and an identification of the types planned for subcontracting to –
 - (i) Small business concerns,
 - (ii) Veteran-owned small business concerns;
 - (iii) HUBZone small business concerns;
 - (iv) Small disadvantaged business concerns; and
 - (v) Women-owned small business concerns.
 - (4) A description of the method used to develop the subcontracting goals in paragraph (d)(1) of this clause.
 - (5) A description of the method used to identify potential sources for solicitation purposes (e.g., existing company source lists, the Procurement Marketing and Access Network (PRO-Net) of the Small Business Administration (SBA), veterans service organizations, the National Minority Purchasing Council Vendor Information Service, the Research and Information Division of the Minority Business Development Agency in the Department of Commerce, or small, HUBZone, small disadvantaged, and women-owned small business trade associations). A firm may rely on the information contained in PRO-Net as an accurate representation of a concern's size and ownership characteristics for the purposes of maintaining a small, veteran-owned small, HUBZone small, small disadvantaged, and women-owned small business source list. Use of PRO-Net as its source list does not relieve a firm of its responsibilities (e.g., outreach, assistance, counseling, or publicizing subcontracting opportunities) in this clause.
 - (6) A statement as to whether or not the offeror included indirect costs in establishing subcontracting goals, and a description of the method used to determine the proportionate share of indirect costs to be incurred with –
 - (i) Small business concerns;
 - (ii) Veteran-owned small business concerns;
 - (iii) HUBZone small business concerns;
 - (iv) Small disadvantaged business concerns; and
 - (v) Women-owned small business concerns.
 - (7) The name of the individual employed by the offeror who will administer the offeror's subcontracting program, and a description of the duties of the individual.
 - (8) A description of the efforts the offeror will make to assure that small business, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business concerns have an equitable opportunity to compete for subcontracts.
 - (9) Assurances that the offeror will include the clause in this contract entitled "Utilization of Small Business Concerns" in all subcontracts that offer further subcontracting opportunities, and that the offeror will require all subcontractors (except small business concerns) that receive subcontracts in excess of \$500,000 (\$1,000,000 for construction of any public facility) to adopt a subcontracting plan that complies with the requirements of this clause.
 - (10) Assurances that the offeror will—
 - (i) Cooperate in any studies or surveys as may be required;
 - (ii) Submit periodic reports so that the Government can determine the extent of compliance by the offeror with the subcontracting plan;
 - (iii) Submit Standard Form (SF) 294, Subcontracting Report for Individual Contracts, and/or SF 295, Summary Subcontract Report, in accordance with paragraph (j) of this clause. The reports shall provide information on subcontract awards to small business concerns, veteran-owned small business concerns, service-disabled veteran-owned small business concerns, small disadvantaged business concerns, women-owned small business concerns, and Historically Black Colleges and Universities and Minority Institutions. Reporting shall be in

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- accordance with the instructions on the forms or as provided in agency regulations.
- (11) (iv) Ensure that its subcontractors agree to submit Standard Forms 294 and 295.
 - (11) A recitation of the types of records the offeror will maintain concerning procedures that have been adopted to comply with the requirements and goals in the plan, including establishing source lists; and a description of the offeror's efforts to locate small business, veteran-owned small business, HUBZone small business, small disadvantaged business, and women-owned small business concerns and award subcontracts to them. The records shall include at least the following (on a plant-wide or company-wide basis, unless otherwise indicated):
 - (i) Source lists (e.g., PRO-Net), guides, and other data that identify small business, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business concerns.
 - (ii) Organizations contacted in an attempt to locate sources that are small business, veteran-owned small business, HUBZone small business, small disadvantaged or women-owned small business concerns.
 - (iii) Records on each subcontract solicitation resulting in an award of more than \$100,000, indicating –
 - (A) Whether small business concerns were solicited and if not, why not;
 - (B) Whether veteran-owned small business concerns were solicited and, if not, why not;
 - (C) Whether HUBZone small business concerns were solicited and if not, why not;
 - (D) Whether small disadvantaged business concerns were solicited and if not, why not;
 - (E) Whether women-owned small business concerns were solicited and if not, why not; and
 - (F) If applicable, the reason award was not made to a small business concern.
 - (iv) Records of any outreach efforts to contact –
 - (A) Trade associations;
 - (B) Business development organizations,
 - (C) Conferences and trade fairs to locate small, HUBZone small, small disadvantaged, and women-owned small business sources;
 - (D) Veterans service organizations.
 - (v) Records of internal guidance and encouragement provided to buyers through –
 - (A) Workshops, seminars, training, etc.; and
 - (B) Monitoring performance to evaluate compliance with the program's requirements.
 - (vi) On a contract-by-contract basis, records to support award data submitted by the offeror to the Government, including the name, address, and business size of each subcontractor. Contractors having commercial plans need not comply with this requirement.
 - (e) In order to effectively implement this plan to the extent consistent with efficient contract performance, the Contractor shall perform the following functions:
 - (1) Assist small business, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business concerns by arranging solicitations, time for the preparation of bids, quantities, specifications, and delivery schedules so as to facilitate the participation by such concerns. Where the Contractor's lists of potential small, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business subcontractors are excessively long, reasonable efforts shall be made to give all such small business concerns an opportunity to compete over a period of time.
 - (2) Provide adequate and timely consideration of the potentialities of small, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business concerns in all "make-or-buy" decisions.
 - (3) Counsel and discuss subcontracting opportunities with representatives of small, veteran-owned small business, HUBZone small business, small disadvantaged and women-owned small business firms.
 - (4) Provide notice to subcontractors concerning penalties and remedies for misrepresentations of business status as small, veteran-owned small business, HUBZone small business, small disadvantaged or women-owned small business for the purpose of obtaining a subcontract that is to be included as part or all of a goal contained in the Contractor's subcontracting plan.

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- (f) A master plan on a plant or division-wide basis that contains all the elements required by paragraph (d) of this clause, except goals, may be incorporated by reference as a part of the subcontracting plan required of the offeror by this clause; provided –
 - (1) The master plan has been approved;
 - (2) The offeror ensures that the master plan is updated as necessary and provides copies of the approved master plan, including evidence of its approval, to the Contracting Officer; and
 - (3) Goals and any deviations from the master plan deemed necessary by the Contracting Officer to satisfy the requirements of this contract are set forth in the individual subcontracting plan.
- (g) A commercial plan is the preferred type of subcontracting plan for contractors furnishing commercial items. The commercial plan shall relate to the offeror's planned subcontracting generally, for both commercial and Government business, rather than solely to the Government contract. Commercial plans are also preferred for subcontractors that provide commercial items under a prime contract, whether or not the prime contractor is supplying a commercial item.
- (h) Prior compliance of the offeror with other such subcontracting plans under previous contracts will be considered by the Contracting Officer in determining the responsibility of the offeror for award of the contract.
- (i) The failure of the Contractor or subcontractor to comply in good faith with –
 - (1) The clause of this contract entitled "Utilization of Small Business Concerns," or
 - (2) An approved plan required by this clause, shall be a material breach of the contract.
- (j) The Contractor shall submit the following reports:
 - (1) Standard Form 294, Subcontracting Report for Individual Contracts. This report shall be submitted to the Contracting Officer semiannually and at contract completion. The report covers subcontract award data related to this contract. This report is not required for commercial plans.
 - (2) Standard Form 295, Summary Subcontract Report. This report encompasses all the contracts with the awarding agency. It must be submitted semi-annually for contracts with the Department of Defense and annually for contracts with civilian agencies. If the reporting activity is covered by a commercial plan, the reporting activity must report annually all subcontract awards under that plan. All reports submitted at the close of each fiscal year (both individual and commercial plans) shall include a breakout, in the Contractor's format, of subcontract awards, in whole dollars, to small disadvantaged business concerns by North American Industry Classification System (NAICS) Industry Subsector. For a commercial plan, the Contractor may obtain from each of its subcontractors a predominant NAICS Industry Subsector and report all awards to that subcontractor under its predominant NAICS Industry Subsector.

47. 52.219-16 LIQUIDATED DAMAGES - SUBCONTRACTING PLAN (JAN 1999)

- (a) *Failure to make a good faith effort to comply with the subcontracting plan*, as used in this clause, means a willful or intentional failure to perform in accordance with the requirements of the subcontracting plan approved under the clause in this contract entitled "Small Business Subcontracting Plan," or willful or intentional action to frustrate the plan.
- (b) Performance shall be measured by applying the percentage goals to the total actual subcontracting dollars or, if a commercial plan is involved, to the pro rata share of actual subcontracting dollars attributable to Government contracts covered by the commercial plan. If, at contract completion or, in the case of a commercial plan, at the close of the fiscal year for which the plan is applicable, the Contractor has failed to meet its subcontracting goals and the Contracting Officer decides in accordance with paragraph (c) of this clause that the Contractor failed to make a good faith effort to comply with its subcontracting plan, established in accordance with the clause in this contract entitled "Small Business Subcontracting Plan," the Contractor shall pay the Government liquidated damages in an amount stated. The amount of probable damages attributable to the Contractor's failure to comply shall be an amount equal to the actual dollar amount by which the Contractor failed to achieve each subcontract goal.

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- (c) Before the Contracting Officer makes a final decision that the Contractor has failed to make such good faith effort, the Contracting Officer shall give the Contractor written notice specifying the failure and permitting the Contractor to demonstrate what good faith efforts have been made and to discuss the matter. Failure to respond to the notice may be taken as an admission that no valid explanation exists. If, after consideration of all the pertinent data, the Contracting Officer finds that the Contractor failed to make a good faith effort to comply with the subcontracting plan, the Contracting Officer shall issue a final decision to that effect and require that the Contractor pay the Government liquidated damages as provided in paragraph (b) of this clause.
- (d) With respect to commercial plans, the Contracting Officer who approved the plan will perform the functions of the Contracting Officer under this clause on behalf of all agencies with contracts covered by the commercial plan.
- (e) The Contractor shall have the right of appeal, under the clause in this contract entitled Disputes, from any final decision of the Contracting Officer.
- (f) Liquidated damages shall be in addition to any other remedies that the Government may have.

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6. 52.203-11 - CERTIFICATION AND DISCLOSURE REGARDING PAYMENTS TO INFLUENCE CERTAIN FEDERAL TRANSACTIONS (APR 1991)

(Applicable to leases over \$100,000.)

- (a) The definitions and prohibitions contained in the clause, at FAR 52.203-12, Limitation on Payments to Influence Certain Federal Transactions, are hereby incorporated by reference in paragraph (b) of this certification.
- (b) The Offeror, by signing its offer, hereby certifies to the best of his or her knowledge and belief that on or after December 23, 1989, —
 - (1) No Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with the awarding of a contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
 - (2) If any funds other than Federal appropriated funds (including profit or fee received under a covered Federal transaction) have been paid, or will be paid, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress on his or her behalf in connection with this solicitation, the Offeror shall complete and submit, with its offer, OMB standard form LLL, Disclosure of Lobbying Activities, to the Contracting Officer; and
 - (3) He or she will include the language of this certification in all subcontract awards at any tier and require that all recipients of subcontract awards in excess of \$100,000 shall certify and disclose accordingly.
- (c) Submission of this certification and disclosure is a prerequisite for making or entering into this contract imposed by section 1352, title 31, United States Code. Any person who makes an expenditure prohibited under this provision or who fails to file or amend the disclosure form to be filed or amended by this provision, shall be subject to a civil penalty of not less than \$10,000, and not more than \$100,000, for each such failure.

7. 52.209-5 - CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (DEC 2001)

(Applicable to leases over \$100,000 average net annual rental, including option periods.)

- (a) (1) The Offeror certifies, to the best of its knowledge and belief, that—
 - (i) The Offeror and/or any of its Principals—
 - (A) Are are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;
 - (B) Have have not , within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, or receiving stolen property; and
 - (C) Are are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in paragraph (a)(1)(i)(B) of this provision.
 - (ii) The Offeror has has not , within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.
- (2) "Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within

INITIALS: _____ & _____
LESSOR GOVERNMENT

Offeror is an agency or instrumentality of the Federal government;

(e) *Type of organization.*

<input type="checkbox"/> Sole proprietorship;	<input type="checkbox"/> Government entity (Federal, State, or local);
<input type="checkbox"/> Partnership;	<input type="checkbox"/> Foreign government;
<input type="checkbox"/> Corporate entity (not tax-exempt);	<input type="checkbox"/> International organization per 26 CFR 1.6049-4;
<input type="checkbox"/> Corporate entity (tax-exempt);	<input type="checkbox"/> Other _____

(f) *Common Parent.*

Offeror is not owned or controlled by a common parent as defined in paragraph (a) of this provision.

Name and TIN of common parent:

Name _____

TIN _____

9. 52.204-6 – Data Universal Numbering System (DUNS) Number (OCT 2003)

(a) The Offeror shall enter, in the block with its name and address on the cover page of its offer, the annotation "DUNS" or "DUNS+4" followed by the DUNS number or "DUNS+4" that identifies the Offeror's name and address exactly as stated in the offer. The DUNS number is a nine-digit number assigned by Dun and Bradstreet, Inc. The DUNS+4 is the DUNS number plus a 4-character suffix that may be assigned at the discretion of the Offeror to establish additional CCR records for identifying alternative Electronic Funds Transfer (EFT) accounts (see Subpart 32.11) for the same parent concern.

(b) If the Offeror does not have a DUNS number, it should contact Dun and Bradstreet directly to obtain one.

(1) An Offeror may obtain a DUNS number—

- (i) If located within the United States, by calling Dun and Bradstreet at 1-866-705-5711 or via the Internet at <http://www.dnb.com>; or
- (ii) If located outside the United States, by contacting the local Dun and Bradstreet office.

(2) The Offeror should be prepared to provide the following information:

- (i) Company legal business name.
- (ii) Tradestyle, doing business, or other name by which your entity is commonly recognized.
- (iii) Company physical street address, city, state and zip code.
- (iv) Company mailing address, city, state and zip code (if separate from physical).
- (v) Company telephone number.
- (vi) Date the company was started.
- (vii) Number of employees at your location.
- (viii) Chief executive officer/key manager.
- (ix) Line of business (industry).
- (x) Company Headquarters name and address (reporting relationship within your entity).

10. DUNS NUMBER (JUN 2004)

Notwithstanding the above instructions, in addition to inserting the DUNS Number on the offer cover page, the Offeror shall also provide its DUNS Number as part of this submission:

DUNS # _____

11. CENTRAL CONTRACTOR REGISTRATION (JUN 2004)

The Central Contractor Registration (CCR) System is a centrally located, searchable database which assists in the development, maintenance, and provision of sources for future procurements. The Offeror must be registered in the CCR prior to lease award. The Offeror shall register via the

STANDARD FORM 2
FEBRUARY 1965 EDITION
GENERAL SERVICES
ADMINISTRATION
FPR (41 CFR) 1-16.601

**U.S. GOVERNMENT
LEASE FOR REAL PROPERTY**

DATE OF LEASE

LEASE NO. V101-183R-573-012-02

THIS LEASE, made and entered into this date by and between

whose address is

and whose interest in the property hereinafter described is that of

hereinafter called the **Lessor**, and the **UNITED STATES OF AMERICA**, hereinafter called the **Government**:

WITNESSETH: The parties hereto for the considerations hereinafter mentioned, covenant and agree as follows:

1. The Lessor hereby leases to the Government the following described premises;

to be used for

2. **TO HAVE AND HOLD** the said premises with their appurtenances for the term beginning on _____, through _____, subject to termination and renewal rights as may be hereinafter set forth.

3. The Government shall pay the Lessor annual rent of \$ _____ at the rate of \$ _____ per month in arrears. Rent for a lesser period shall be prorated. Rent checks shall be made payable to:

4. The Government may terminate this lease at any time by giving at least ____ days' notice in writing to the Lessor and no rental shall accrue after the effective date of the termination. Said notice shall be computed commencing with the day after the date of mailing.

5. This lease may be renewed at the option of the Government, for the following terms and at the following rental:

provided notice by given in writing to the Lessor at least ____ days before the end of the original lease term or any renewal term; all other terms and conditions of this lease shall remain the same during any renewal term. Said notice shall be computed commencing with the day after the date of mailing.

Part IX Forms

Lessor _____ Gov't. _____

6. The Lessor shall furnish to the Government, as part of the rental consideration, the following:

7. The following are attached and made apart hereof:

8. The following changes were made in this lease prior to its execution:

IN WITNESS WHEREOF, the parties hereto have hereunto subscribed their names as of the date first above written.

LESSOR

BY _____

(Signature)

(Signature)

In Presence Of

(Signature)

(Signature)

UNITED STATES OF AMERICA

BY _____

(Signature)

(Official Title)

ARCHITECT-ENGINEER QUALIFICATIONS

OMB No.: 9000-0157
Expires: 12/31/2006

Public reporting burden for this collection of information is estimated to average a total of 29 hours per response (25 hours for Part 1 and 4 hours for Part 2), including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVA), Regulatory and Federal Assistance Publications Division, GSA, Washington, DC 20405.

Federal agencies use this form to obtain information from architect-engineer (A-E) firms about their professional qualifications. Federal agencies select firms for A-E contracts on the basis of professional qualifications as required by the Brooks A-E Act (40 U.S.C. 1101 - 1104) and Part 36 of the Federal Acquisition Regulation (FAR).

The Brooks A-E Act requires the public announcement of requirements for A-E services (with some exceptions provided by other statutes), and the selection of at least three of the most highly qualified firms based on demonstrated competence and professional qualifications according to specific criteria published in the announcement. The Act then requires the negotiation of a contract at a fair and reasonable price starting first with the most highly qualified firm.

The information used to evaluate firms is from this form and other sources, including performance evaluations, any additional data requested by the agency, and interviews with the most highly qualified firms and their references.

GENERAL INSTRUCTIONS

Part I presents the qualifications for a specific contract.

Part II presents the general qualifications of a firm or a specific branch office of a firm. Part II has two uses:

1. An A-E firm may submit Part II to the appropriate central, regional or local office of each Federal agency to be kept on file. A public announcement is not required for certain contracts, and agencies may use Part II as a basis for selecting at least three of the most highly qualified firms for discussions prior to requesting submission of Part I. Firms are encouraged to update Part II on file with agency offices, as appropriate, according to FAR Part 36. If a firm has branch offices, submit a separate Part II for each branch office seeking work.

2. Prepare a separate Part II for each firm that will be part of the team proposed for a specific contract and submitted with Part I. If a firm has branch offices, submit a separate Part II for each branch office that has a key role on the team.

INDIVIDUAL AGENCY INSTRUCTIONS

Individual agencies may supplement these instructions. For example, they may limit the number of projects or number of pages submitted in Part I in response to a public announcement for a particular project. Carefully comply with any agency instructions when preparing and submitting this form. Be as concise as possible and provide only the information requested by the agency.

DEFINITIONS

Architect-Engineer Services: Defined in FAR 2.101.

Branch Office: A geographically distinct place of business or subsidiary office of a firm that has a key role on the team.

Discipline: Primary technical capabilities of key personnel, as evidenced by academic degree, professional registration, certification, and/or extensive experience.

Firm: Defined in FAR 36.102.

Key Personnel: Individuals who will have major contract responsibilities and/or provide unusual or unique expertise.

SPECIFIC INSTRUCTIONS

Part I - Contract-Specific Qualifications

Section A. Contract Information.

1. **Title and Location.** Enter the title and location of the contract for which this form is being submitted, exactly as shown in the public announcement or agency request.

2. **Public Notice Date.** Enter the posted date of the agency's notice on the Federal Business Opportunity website (FedBizOpps), other form of public announcement or agency request for this contract.

3. **Solicitation or Project Number.** Enter the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request for this contract.

Section B. Architect-Engineer Point of Contact

4-8. **Name, Title, Name of Firm, Telephone Number, Fax (Facsimile) Number and E-mail (Electronic Mail) Address.** Provide information for a representative of the prime contractor or joint venture that the agency can contact for additional information.

Section C. Proposed Team.

9-11. **Firm Name, Address, and Role in This Contract.** Provide the contractual relationship, name, full mailing address, and a brief description of the role of each firm that will be involved in performance of this contract. List the prime contractor or joint venture partners first. If a firm has branch offices, indicate each individual branch office that will have a key role on the team. The named subcontractors and outside associates or consultants must be used, and any change must be approved by the contracting officer. (See FAR Part 52 Clause "Subcontractors and Outside Associates and Consultants (Architect-Engineer Services)".) Attach an additional sheet in the same format as Section C if needed.

Section D. Organizational Chart of Proposed Team.

As an attachment after Section C, present an organizational chart of the proposed team showing the names and roles of all key personnel listed in Section E and the firm they are associated with as listed in Section C.

Section E. Resumes of Key Personnel Proposed for This Contract.

Complete this section for each key person who will participate in this contract. Group by firm, with personnel of the prime contractor or joint venture partner firms first. The following blocks must be completed for each resume:

12. **Name.** Self-explanatory.

13. **Role in This Contract.** Self-explanatory.

14. **Years Experience.** Total years of relevant experience (block 14a), and years of relevant experience with current firm, but not necessarily the same branch office (block 14b).

15. **Firm Name and Location.** Name, city and state of the firm where the person currently works, which must correspond with one of the firms (or branch office of a firm, if appropriate) listed in Section C.

16. Education. Provide information on the highest relevant academic degree(s) received. Indicate the area(s) of specialization for each degree.

17. Current Professional Registration. Provide information on current relevant professional registration(s) in a State or possession of the United States, Puerto Rico, or the District of Columbia according to FAR Part 36.

18. Other Professional Qualifications. Provide information on any other professional qualifications relating to this contract, such as education, professional registration, publications, organizational memberships, certifications, training, awards, and foreign language capabilities.

19. Relevant Projects. Provide information on up to five projects in which the person had a significant role that demonstrates the person's capability relevant to her/his proposed role in this contract. These projects do not necessarily have to be any of the projects presented in Section F for the project team if the person was not involved in any of those projects or the person worked on other projects that were more relevant than the team projects in Section F. Use the check box provided to indicate if the project was performed with any office of the current firm. If any of the professional services or construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description and Specific Role (block (3)).

Section F. Example Projects Which Best Illustrate Proposed Team's Qualifications for This Contract.

Select projects where multiple team members worked together, if possible, that demonstrate the team's capability to perform work similar to that required for this contract. Complete one Section F for each project. Present ten projects, unless otherwise specified by the agency. Complete the following blocks for each project:

20. Example Project Key Number. Start with "1" for the first project and number consecutively.

21. Title and Location. Title and location of project or contract. For an indefinite delivery contract, the location is the geographic scope of the contract.

22. Year Completed. Enter the year completed of the professional services (such as planning, engineering study, design, or surveying), and/or the year completed of construction, if applicable. If any of the professional services or the construction projects are not complete, leave Year Completed blank and indicate the status in Brief Description of Project and Relevance to This Contract (block 24).

23a. Project Owner. Project owner or user, such as a government agency or installation, an institution, a corporation or private individual.

23b. Point of Contact Name. Provide name of a person associated with the project owner or the organization which contracted for the professional services, who is very familiar with the project and the firm's (or firms') performance.

23c. Point of Contract Telephone Number. Self-explanatory.

24. Brief Description of Project and Relevance to This Contract. Indicate scope, size, cost, principal elements and special features of the project. Discuss the relevance of the example project to this contract. Enter any other information requested by the agency for each example project.

25. Firms from Section C Involved with This Project. Indicate which firms (or branch offices, if appropriate) on the project team were involved in the example project, and their roles. List in the same order as Section C.

Section G. Key Personnel Participation in Example Projects.

This matrix is intended to graphically depict which key personnel identified in Section E worked on the example projects listed in Section F. Complete the following blocks (see example below).

26. and 27. Names of Key Personnel and Role in This Contract. List the names of the key personnel and their proposed roles in this contract in the same order as they appear in Section E.

28. Example Projects Listed in Section F. In the column under each project key number (see block 29) and for each key person, place an "X" under the project key number for participation in the same or similar role.

29. Example Projects Key. List the key numbers and titles of the example projects in the same order as they appear in Section F.

Section H. Additional Information.

30. Use this section to provide additional information specifically requested by the agency or to address selection criteria that are not covered by the information provided in Sections A-G.

Section I. Authorized Representative

31. and 32. Signature of Authorized Representative and Date. An authorized representative of a joint venture or the prime contractor must sign and date the completed form. Signing attests that the information provided is current and factual, and that all firms on the proposed team agree to work on the project. Joint ventures selected for negotiations must make available a statement of participation by a principal of each member of the joint venture.

33. Name and Title. Self-explanatory.

SAMPLE ENTRIES FOR SECTION G (MATRIX)

26. NAMES OF KEY PERSONNEL (From Section E, Block 12) 27. ROLE IN THIS CONTRACT (From Section E, Block 13) 28. EXAMPLE PROJECTS LISTED IN SECTION F Fill in "Example Projects Key" section below before completing table. Place "X" under project key number for participation in same or similar role.

		1	2	3	4	5	6	7	8	9	10
Jane A. Smith	Chief Architect	X		X							
Joseph B. Williams	Chief Mech. Engineer	X	X	X	X						
Tara C. Donovan	Chief Elec. Engineer	X	X		X						

29. EXAMPLE PROJECTS KEY

NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)	NO.	TITLE OF EXAMPLE PROJECT (FROM SECTION F)
1	Federal Courthouse, Denver, CO	6	XYZ Corporation Headquarters, Boston, MA
2	Justin J. Wilson Federal Building, Baton Rouge, LA	7	Founder's Museum, Newport, RI

Part II - General Qualifications

See the "**General Instructions**" on page 1 for firms with branch offices. Prepare Part II for the specific branch office seeking work if the firm has branch offices.

1. Solicitation Number. If Part II is submitted for a specific contract, insert the agency's solicitation number and/or project number, if applicable, exactly as shown in the public announcement or agency request.
- 2a-2e. Firm (or Branch Office) Name and Address. Self-explanatory.
3. Year Established. Enter the year the firm (or branch office, if appropriate) was established under the current name.
4. DUNS Number. Insert the Data Universal Numbering System number issued by Dun and Bradstreet Information Services. Firms must have a DUNS number. See FAR Part 4.6.
5. Ownership.
 - a. Type. Enter the type of ownership or legal structure of the firm (sole proprietor, partnership, corporation, joint venture, etc.).
 - b. Small Business Status. Refer to the North American Industry Classification System (NAICS) code in the public announcement, and indicate if the firm is a small business according to the current size standard for that NAICS code (for example, Engineering Services (part of NAICS 541330), Architectural Services (NAICS 541310), Surveying and Mapping Services (NAICS 541370)). The small business categories and the internet website for the NAICS codes appear in FAR Part 19. Contact the requesting agency for any questions. Contact your local U.S. Small Business Administration office for any questions regarding Business Status.
- 6a-6c. Point of Contact. Provide this information for a representative of the firm that the agency can contact for additional information. The representative must be empowered to speak on contractual and policy matters.
7. Name of Firm. Enter the name of the firm if Part II is prepared for a branch office.
- 8a-8c. Former Firm Names. Indicate any other previous names for the firm (or branch office) during the last six years. Insert the year that this corporate name change was effective and the associated DUNS Number. This information is used to review past performance on Federal contracts.
9. Employees by Discipline. Use the relevant disciplines and associated function codes shown at the end of these instructions and list in the same numerical order. After the listed disciplines, write in any additional disciplines and leave the function code blank. List no more than 20 disciplines. Group remaining employees under "Other Employees" in column b. Each person can be counted only once according to his/her primary function. If Part II is prepared for a firm (including all branch offices), enter the number of employees by disciplines in column c(1). If Part II is prepared for a branch office, enter the number of employees by discipline in column c(2) and for the firm in column c(1).
10. Profile of Firm's Experience and Annual Average Revenue for Last 5 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the experience categories which most accurately reflect the firm's technical capabilities and project experience. Use the relevant experience categories and associated profile codes shown at the end of these instructions, and list in the same numerical order. After the listed experience categories, write in any unlisted relevant project experience categories and leave the profile codes blank. For each type of experience, enter the appropriate revenue index number to reflect the professional services revenues received annually (averaged over the last 5 years) by the firm or branch office for performing that type of work. A particular project may be identified with one experience category or it may be broken into components, as best reflects the capabilities and types of work performed by the firm. However, do not double count the revenues received on a particular project.
11. Annual Average Professional Services Revenues of Firm for Last 3 Years. Complete this block for the firm or branch office for which this Part II is prepared. Enter the appropriate revenue index numbers to reflect the professional services revenues received annually (averaged over the last 3 years) by the firm or branch office. Indicate Federal work (performed directly for the Federal Government, either as the prime contractor or subcontractor), non-Federal work (all other domestic and foreign work, including Federally-assisted projects), and the total. If the firm has been in existence for less than 3 years, see the definition for "Annual Receipts" under FAR 19.101.
12. Authorized Representative. An authorized representative of the firm or branch office must sign and date the completed form. Signing attests that the information provided is current and factual. Provide the name and title of the authorized representative who signed the form.

List of Disciplines (Function Codes)

Code	Description	Code	Description
01	Acoustical Engineer	32	Hydraulic Engineer
02	Administrative	33	Hydrographic Surveyor
03	Aerial Photographer	34	Hydrologist
04	Aeronautical Engineer	35	Industrial Engineer
05	Archeologist	36	Industrial Hygienist
06	Architect	37	Interior Designer
07	Biologist	38	Land Surveyor
08	CADD Technician	39	Landscape Architect
09	Cartographer	40	Materials Engineer
10	Chemical Engineer	41	Materials Handling Engineer
11	Chemist	42	Mechanical Engineer
12	Civil Engineer	43	Mining Engineer
13	Communications Engineer	44	Oceanographer
14	Computer Programmer	45	Photo Interpreter
15	Construction Inspector	46	Photogrammetrist
16	Construction Manager	47	Planner: Urban/Regional
17	Corrosion Engineer	48	Project Manager
18	Cost Engineer/Estimator	49	Remote Sensing Specialist
19	Ecologist	50	Risk Assessor
20	Economist	51	Safety/Occupational Health Engineer
21	Electrical Engineer	52	Sanitary Engineer
22	Electronics Engineer	53	Scheduler
23	Environmental Engineer	54	Security Specialist
24	Environmental Scientist	55	Soils Engineer
25	Fire Protection Engineer	56	Specifications Writer
26	Forensic Engineer	57	Structural Engineer
27	Foundation/Geotechnical Engineer	58	Technician/Analyst
28	Geodetic Surveyor	59	Toxicologist
29	Geographic Information System Specialist	60	Transportation Engineer
30	Geologist	61	Value Engineer
31	Health Facility Planner	62	Water Resources Engineer

List of Experience Categories (Profile Codes)

Code	Description	Code	Description
A01	Acoustics, Noise Abatement	D01	Dams (<i>Concrete; Arch</i>)
A02	Aerial Photography; Airborne Data and Imagery Collection and Analysis	D02	Dams (<i>Earth; Rock</i>); Dikes; Levees
A03	Agricultural Development; Grain Storage; Farm Mechanization	D03	Desalinization (<i>Process and Facilities</i>)
A04	Air Pollution Control	D04	Design-Build - Preparation of Requests for Proposals
A05	Airports; Nav aids; Airport Lighting; Aircraft Fueling	D05	Digital Elevation and Terrain Model Develop- ment
A06	Airports; Terminals and Hangars; Freight Handling	D06	Digital Orthophotography
A07	Arctic Facilities	D07	Dining Halls; Clubs; Restaurants
A08	Animal Facilities	D08	Dredging Studies and Design
A09	Anti-Terrorism/Force Protection	E01	Ecological and Archeological Investigations
A10	Asbestos Abatement	E02	Educational Facilities; Classrooms
A11	Auditoriums and Theaters	E03	Electrical Studies and Design
A12	Automation; Controls; Instrumentation	E04	Electronics
B01	Barracks; Dormitories	E05	Elevators; Escalators; People-Movers
B02	Bridges	E06	Embassies and Chanceries
C01	Cartography	E07	Energy Conservation; New Energy Sources
C02	Cemeteries (<i>Planning and Relocation</i>)	E08	Engineering Economics
C03	Charting; Nautical and Aeronautical	E09	Environmental Impact Studies, Assessments or Statements
C04	Chemical Processing and Storage	E10	Environmental and natural Resource Mapping
C05	Child Care/Development Facilities	E11	Environmental Planning
C06	Churches; Chapels	E12	Environmental Remediation
C07	Coastal Engineering	E13	Environmental Testing and Analysis
C08	Codes; Standards; Ordinances	F01	Fallout Shelters; Blast-Resistant Design
C09	Cold Storage; Refrigeration and Fast Freeze	F02	Field Houses; Gyms; Stadiums
C10	Commercial Building (<i>Low Rise</i>); Shopping Centers	F03	Fire Protection
C11	Community Facilities	F04	Fisheries; Fish Ladders
C12	Communications Systems; TV; Microwave	F05	Forensic Engineering
C13	Computer Facilities; Computer Service	F06	Forestry and Forest Products
C14	Conservation and Resource Management	G01	Garages; Vehicles Maintenance Facilities; Parking Decks
C15	Construction Management	G02	Gas Systems (<i>Propane; Natural, Etc.</i>)
C16	Construction Surveying	G03	Geodetic Surveying: Ground and Air- borne
C17	Corrosion Control; Cathodic Protection Electrolysis	G04	Geographic Information System Services: Development, Analysis, and Data Collection
C18	Cost Estimating; Cost Engineering and Analysis; Parametric Costing; Forecasting		
C19	Cryogenic Facilities		

Code	Description	Code	Description
G05	Geospatial Data Conversion: Scanning, Digitizing, Compilation, Attributing, Scribing, Drafting	M08	Modular systems Design; Pre-Fabricated Structures or Components
G06	Graphic Design	N01	Naval Architecture; Off-Shore Platforms
H01	Harbors; Jetties; Piers, Ship Terminal Facilities	N02	Navigation Structures; Locks
H02	Hazardous Materials Handling and Storage	N03	Nuclear Facilities; Nuclear Shielding
H03	Hazardous, Toxic, Radioactive Waste Remediation	O01	Office Buildings; Industrial Parks
H04	Heating; Ventilating; Air Conditioning	O02	Oceanographic Engineering
H05	Health Systems Planning	O03	Ordnance; Munitions; Special Weapons
H06	High-rise; Air-Rights-Type Buildings	P01	Petroleum Exploration; Refining
H07	Highways; Streets; Airfield Paving; Parking Lots	P02	Petroleum and Fuel (<i>Storage and Distribution</i>)
H08	Historical Preservation	P03	Photogrammetry
H09	Hospital and Medical Facilities	P04	Pipelines (<i>Cross-Country - Liquid and Gas</i>)
H10	Hotels; Motels	P05	Planning (<i>Community, Regional, Areawide and State</i>)
H11	Housing (<i>Residential, Multi-Family; Apartments; Condominiums</i>)	P06	Planning (<i>Site, Installation and Project</i>)
H12	Hydraulics and Pneumatics	P07	Plumbing and Piping Design
H13	Hydrographic Surveying	P08	Prisons and Correctional Facilities
I01	Industrial Buildings; Manufacturing Plants	P09	Product, Machine Equipment Design
I02	Industrial Processes; Quality Control	P10	Pneumatic Structures, Air-Support Buildings
I03	Industrial Waste Treatment	P11	Postal Facilities
I04	Intelligent Transportation Systems	P12	Power Generation, Transmission, Distribution
I05	Interior Design; Space Planning	P13	Public Safety Facilities
I06	Irrigation; Drainage	R01	Radar; Sonar; Radio and Radar Telescopes
J01	Judicial and Courtroom Facilities	R02	Radio Frequency Systems and Shieldings
L01	Laboratories; Medical Research Facilities	R03	Railroad; Rapid Transit
L02	Land Surveying	R04	Recreation Facilities (<i>Parks, Marinas, Etc.</i>)
L03	Landscape Architecture	R05	Refrigeration Plants/Systems
L04	Libraries; Museums; Galleries	R06	Rehabilitation (<i>Buildings; Structures; Facilities</i>)
L05	Lighting (<i>Interior; Display; Theater, Etc.</i>)	R07	Remote Sensing
L06	Lighting (<i>Exteriors; Streets; Memorials; Athletic Fields, Etc.</i>)	R08	Research Facilities
M01	Mapping Location/Addressing Systems	R09	Resources Recovery; Recycling
M02	Materials Handling Systems; Conveyors; Sorters	R10	Risk Analysis
M03	Metallurgy	R11	Rivers; Canals; Waterways; Flood Control
M04	Microclimatology; Tropical Engineering	R12	Roofing
M05	Military Design Standards	S01	Safety Engineering; Accident Studies; OSHA Studies
M06	Mining and Mineralogy	S02	Security Systems; Intruder and Smoke Detection
M07	Missile Facilities (<i>Silos; Fuels; Transport</i>)	S03	Seismic Designs and Studies

Code	Description
S04	Sewage Collection, Treatment and Disposal
S05	Soils and Geologic Studies; Foundations
S06	Solar Energy Utilization
S07	Solid Wastes; Incineration; Landfill
S08	Special Environments; Clean Rooms, Etc.
S09	Structural Design; Special Structures
S10	Surveying; Platting; Mapping; Flood Plain Studies
S11	Sustainable Design
S12	Swimming Pools
S13	Storm Water Handling and Facilities
T01	Telephone Systems (<i>Rural; Mobile; Intercom, Etc.</i>)
T02	Testing and Inspection Services
T03	Traffic and Transportation Engineering
T04	Topographic Surveying and Mapping
T05	Towers (<i>Self-Supporting and Guyed Systems</i>)
T06	Tunnels and Subways
U01	Unexploded Ordnance Remediation
U02	Urban renewals; Community Development
U03	Utilities (<i>Gas and Steam</i>)
V01	Value Analysis; Life-Cycle Costing
W01	Warehouse and Depots
W02	Water Resources; Hydrology; Ground Water
W03	Water Supply; Treatment and Distribution
W04	Wind Tunnels; Research/Testing Facilities Design
Z01	Zoning; Land Use Studies

ARCHITECT - ENGINEER QUALIFICATIONS

PART I - CONTRACT-SPECIFIC QUALIFICATIONS

A. CONTRACT INFORMATION

1. TITLE AND LOCATION (*City and State*):
2. PUBLIC NOTICE DATE:
3. SOLICITATION OR PROJECT NUMBER:

B. ARCHITECT-ENGINEER POINT OF CONTACT

4. NAME AND TITLE:
5. NAME OF FIRM:
6. TELEPHONE NUMBER:
7. FAX NUMBER:
8. E-MAIL ADDRESS:

C. PROPOSED TEAM

(Complete this section for the prime contractor and all key subcontractors.)

-
- 9a. PRIME (CHECK HERE):
 - 9a. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9a. SUBCONTRACTOR (CHECK HERE):
 - 9a. FIRM NAME:
 - 9a. IF BRANCH OFFICE CHECK HERE:
 - 10a. ADDRESS
 - 11a. ROLE IN THIS CONTRACT
-
- 9b. PRIME (CHECK HERE):
 - 9b. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9b. SUBCONTRACTOR (CHECK HERE):
 - 9b. FIRM NAME:
 - 9b. IF BRANCH OFFICE CHECK HERE:
 - 10b. ADDRESS
 - 11b. ROLE IN THIS CONTRACT
-

- 9c. PRIME (CHECK HERE):
 - 9c. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9c. SUBCONTRACTOR (CHECK HERE):
 - 9c. FIRM NAME:
 - 9c. IF BRANCH OFFICE CHECK HERE:
 - 10c. ADDRESS
 - 11c. ROLE IN THIS CONTRACT
-

- 9d. PRIME (CHECK HERE):
 - 9d. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9d. SUBCONTRACTOR (CHECK HERE):
 - 9d. FIRM NAME:
 - 9d. IF BRANCH OFFICE CHECK HERE:
 - 10d. ADDRESS
 - 11d. ROLE IN THIS CONTRACT
-

- 9e. PRIME (CHECK HERE):
 - 9e. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9e. SUBCONTRACTOR (CHECK HERE):
 - 9e. FIRM NAME:
 - 9e. IF BRANCH OFFICE CHECK HERE:
 - 10e. ADDRESS
 - 11e. ROLE IN THIS CONTRACT
-

- 9f. PRIME (CHECK HERE):
 - 9f. JOINT-VENTURE PARTNER (CHECK HERE):
 - 9f. SUBCONTRACTOR (CHECK HERE):
 - 9f. FIRM NAME:
 - 9f. IF BRANCH OFFICE CHECK HERE:
 - 10f. ADDRESS
 - 11f. ROLE IN THIS CONTRACT
-

D. ORGANIZATIONAL CHART OF PROPOSED TEAM *(Attached; check here)*

E. RESUMES OF KEY PERSONNEL PROPOSED FOR THIS CONTRACT
(Complete one Section E for each key person.)

- 12. NAME:
- 13. ROLE IN THIS CONTRACT:
- 14a. YEARS EXPERIENCE - TOTAL:
- 14b. YEARS EXPERIENCE - WITH CURRENT FIRM:
- 15. FIRM NAME AND LOCATION (*City and State*):
- 16. EDUCATION (*DEGREE AND SPECIALIZATION*):
- 17. CURRENT PROFESSIONAL REGISTRATION (*STATE AND DISCIPLINE*):
- 18. OTHER PROFESSIONAL QUALIFICATIONS (*Publications, Organizations, Training, Awards, etc.*):

-
- 19a(1) RELEVANT PROJECT - TITLE AND LOCATION (*City and State*):
 - 19a(2) RELEVANT PROJECT - YEAR COMPLETED - PROFESSIONAL SERVICES:
 - 19a(2) RELEVANT PROJECT - YEAR COMPLETED - CONSTRUCTION (*If applicable*):
 - 19a(3) RELEVANT PROJECT - BRIEF DESCRIPTION (*Brief scope, size, cost etc.*) AND SPECIFIC ROLE:
 - 19a(3) RELEVANT PROJECT - BRIEF DESCRIPTION - Check here if project performed with current firm:

-
- 19b(1) RELEVANT PROJECT - TITLE AND LOCATION (*City and State*):
 - 19b(2) RELEVANT PROJECT - YEAR COMPLETED - PROFESSIONAL SERVICES:
 - 19b(2) RELEVANT PROJECT - YEAR COMPLETED - CONSTRUCTION (*If applicable*):
 - 19b(3) RELEVANT PROJECT - BRIEF DESCRIPTION (*Brief scope, size, cost etc.*) AND SPECIFIC ROLE:
 - 19b(3) RELEVANT PROJECT - BRIEF DESCRIPTION - Check here if project performed with current firm:

-
- 19c(1) RELEVANT PROJECT - TITLE AND LOCATION (*City and State*):
 - 19c(2) RELEVANT PROJECT - YEAR COMPLETED - PROFESSIONAL SERVICES:
 - 19c(2) RELEVANT PROJECT - YEAR COMPLETED - CONSTRUCTION (*If applicable*):
 - 19c(3) RELEVANT PROJECT - BRIEF DESCRIPTION (*Brief scope, size, cost etc.*) AND SPECIFIC ROLE:
 - 19c(3) RELEVANT PROJECT - BRIEF DESCRIPTION - Check here if project performed with current firm:

-
- 19d(1) RELEVANT PROJECT - TITLE AND LOCATION (*City and State*):
 - 19d(2) RELEVANT PROJECT - YEAR COMPLETED - PROFESSIONAL SERVICES:
 - 19d(2) RELEVANT PROJECT - YEAR COMPLETED - CONSTRUCTION (*If applicable*):
 - 19d(3) RELEVANT PROJECT - BRIEF DESCRIPTION (*Brief scope, size, cost etc.*) AND SPECIFIC ROLE:
 - 19d(3) RELEVANT PROJECT - BRIEF DESCRIPTION - Check here if project performed with current firm:

-
- 19e(1) RELEVANT PROJECT - TITLE AND LOCATION (*City and State*):
 - 19e(2) RELEVANT PROJECT - YEAR COMPLETED - PROFESSIONAL SERVICES:
 - 19e(2) RELEVANT PROJECT - YEAR COMPLETED - CONSTRUCTION (*If applicable*):
 - 19e(3) RELEVANT PROJECT - BRIEF DESCRIPTION (*Brief scope, size, cost etc.*) AND SPECIFIC ROLE:
 - 19e(3) RELEVANT PROJECT - BRIEF DESCRIPTION - Check here if project performed with current firm:
-

**F. EXAMPLE PROJECTS WHICH BEST ILLUSTRATE PROPOSED TEAM'S
QUALIFICATIONS FOR THIS CONTRACT**

*(Present as many projects as requested by the agency, or 10 projects, if not specified.
Complete one Section F for each project.)*

D. EXAMPLE PROJECT KEY NUMBER:

E. TITLE AND LOCATION (*City and State*):

F. YEAR COMPLETED - PROFESSIONAL SERVICES:

G. YEAR COMPLETED - CONSTRUCTION (*If applicable*):

23a. PROJECT OWNER'S INFORMATION - PROJECT OWNER:

23b. PROJECT OWNER'S INFORMATION - POINT OF CONTACT NAME:

23c. PROJECT OWNER'S INFORMATION - POINT OF CONTACT TELEPHONE NUMBER:

24. BRIEF DESCRIPTION OF PROJECT AND RELEVANCE TO THIS CONTRACT (*Include scope, size, and cost*):

25. FIRMS FROM SECTION INVOLVED WITH THIS PROJECT

(1) FIRM NAME	(2) FIRM LOCATION (<i>City and State</i>)	(3) ROLE

H. ADDITIONAL INFORMATION

29. PROVIDE ANY ADDITIONAL INFORMATION REQUESTED BY THE AGENCY. ATTACH ADDITIONAL SHEETS AS NEEDED:

9. AUTHORIZED REPRESENTATIVE
The foregoing is a statement of facts.

30. SIGNATURE OF AUTHORIZED REPRESENTATIVE:

31. DATE SIGNED:

32. NAME AND TITLE OF SIGNER:

ARCHITECT-ENGINEER QUALIFICATIONS

PART II - GENERAL QUALIFICATIONS

(If a firm has branch offices, complete for each specific branch office seeking work.)

1. SOLICITATION NUMBER *(If any)*:
- 2a. FIRM (OR BRANCH OFFICE) NAME:
- 2b. FIRM (OR BRANCH OFFICE) STREET:
- 2c. FIRM (OR BRANCH OFFICE) CITY:
- 2d. FIRM (OR BRANCH OFFICE) STATE:
- 2e. FIRM (OR BRANCH OFFICE) ZIP CODE:
3. YEAR ESTABLISHED:
4. DUNS NUMBER:
- 5a. OWNERSHIP - TYPE:
- 5b. OWNERSHIP - SMALL BUSINESS STATUS:
- 6a. POINT OF CONTACT NAME AND TITLE:
- 6b. POINT OF CONTACT TELEPHONE NUMBER:
- 6c. POINT OF CONTACT E-MAIL ADDRESS:
7. NAME OF FIRM *(If block 2a is a branch office)*:

8a. FORMER FIRM NAME(S) <i>(If any)</i>	8b. YR. ESTABLISHED	8c. DUNS NUMBER

CONTRACTOR'S QUALIFICATIONS AND FINANCIAL INFORMATION

OMB No.: 3090-0007
Expires: 10/31/2001

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Financial Information Control Division (BCD), Office of Finance, GSA, Washington, DC 20405; and to the Office of Management and Budget, Paperwork Reduction Project (3090-0007), Washington, DC 20503.

SECTION I - GENERAL INFORMATION

1A. NAME			2. TYPE OF ORGANIZATION (Check one)			
1B. STREET ADDRESS			A. SOLE PROPRIETORSHIP		F. LIMITED LIABILITY COMPANY	
			B. GENERAL PARTNERSHIP		G. JOINT VENTURE	
1C. CITY			C. LIMITED PARTNERSHIP		H. TRUST	
			D. CORPORATION		I. OTHER (Specify below)	
1D. STATE			E. SUBCHAPTER S CORPORATION			
1E. ZIP CODE			4. DATE ORGANIZATION ESTABLISHED		5. STATE OF INCORPORATION	
3. TAXPAYER ID NUMBER			7. KIND OF PRODUCT OR SERVICE PROVIDED			
6. TRADE SYTLE NAME (Provide a copy of filing)			10. INVENTORY VALUATION METHOD			
8. FORMER BUSINESS NAME			A. LIFO		C. AVERAGE COST	
9. KIND OF BUSINESS			B. FIFO		D. OTHER (Specify)	
A. MANUFACTURER			D. RETAILER			
B. CONTRACTOR			F. OTHER (Specify)			
C. WHOLESALE						

11. OWNERSHIP INFORMATION-PARTNERS-PRINCIPAL STOCKHOLDERS-OTHERS

NAME	TITLE (If partner, state G(General) or L(Limited) in column)		% BUSINESS OWNED
	ACTUAL TITLE	G OR L	

12. PARENT COMPANY (If applicable)			13. IF "YES" TO ANY QUESTION BELOW, PROVIDE DETAILED INFORMATION IN SECTION VII, REMARKS		YES	NO
A. NAME			A. HAVE YOU, OR ANY OF YOUR AFFILITATES EVER FILED FOR BANKRUPTCY?			
B. CITY			B. DO YOU HAVE ANY JUDGMENTS, LIENS, OR PENDING SUITS?			
C. STATE			C. DO YOU HAVE ANY CONTINGENT LIABILITIES?			
			D. HAVE YOU OR ANY OF YOUR AFFILIATES DISC. BUSINESS OPER. W/OUTSTANDIN G DEBTS			

SECTION II - GOVERNMENT FINANCIAL AID AND INDEBTEDNESS

14A. ARE YOU DELINQUENT ON ANY FEDERAL DEBT (OMB CIRCULAR A-129)
(If "Yes", provide detailed information, Section VII, Remarks) YES NO

14B. DO YOU OWE THE GOVERNMENT FOR ANY CONTRACT OR OTHER CLAIMS? YES NO

IF "YES", COMPLETE THE ITEMS BELOW

AGENCY	CLAIM AMOUNT	PAYMENT	MATURITY	BALANCE

15A. AGENCY INVOLVED WITH IN DELINQUENCY

15B. AMOUNT OF DELIQUENCY (\$)

16. ARE YOU CURRENTLY RECEIVING GOVERNMENT FINANCING? YES NO (Go to Section III)

17. COMPLETE ITEMS BELOW IF APPLICABLE

TYPE OF FINANCING	AUTHORIZED (\$)	IN USE (\$)	GOVERNMENT AGENCY INVOLVED
A. INDUSTRIAL REVENUE BONDS			
B. GUARANTEED LOANS			
C. ADVANCED PAYMENTS			
D. PROGRESS PAYMENTS			
E. OTHER (Specify)			

SECTION III - FINANCIAL STATEMENTS

Prepared Financial Statements **with notes** may be provided in lieu of completing Section III

When financial statements are prepared or certified by independent accountants and transcribed to this form, please furnish the name and address or accountant of accounting firm.

18. ARE YOU THE INCUMBENT CONTRACTOR FOR THIS

YES

NO

19A. NAME			20. IF TRANSCRIBED STATEMENTS DIFFER FROM INDEPENDENT ACCOUNTANT'S, PLEASE DESCRIBE ADJUSTMENT IN SECTION VII, REMARKS. ALL OF THE LISTED FIGURES ARE:		
19B. STREET ADDRESS					
19C. CITY	19D. STATE	19E. ZIP CODE			
			ACTUAL		U.S. DOLLARS
			IN THOUSANDS		FOREIGN CURRENCY (<i>Specify</i>)
			IN MILLIONS		
21. BALANCE SHEET AS OF (<i>Month, Day, Year</i>)			22. FISCAL YEAR ENDS (<i>Month, Day, Year</i>)		
			23. PREPARED STMTS. <input type="checkbox"/> ARE ATTACHED		

24. ASSETS

25. LIABILITIES AND NET WORTH

A. Current Assets		A. Current Liabilities	
Cash		Accounts payable	
Short Term cash investments		Notes payable (current)	
Accounts receivable, less allowance for doubtful accounts of \$		Current portion of long term debt	
Inventories		Accrued expenses	
Other current assets (<i>Itemize below</i>)		Accrued taxes on income/excess profits	
		Other current liabilities (<i>Itemize</i>)	
Total Current Assets		Total Current Liabilities	
B. Property, Plant and Equipment		B. Other Liabilities	
Land		Mortgages	
Buildings and equipment		Bonds	
Leasehold improvements		Deferred income taxes	
Less accumulated depreciation and amortization		Other long term debt	
Total Property, Plant and Equipment		Total Other Liabilities	
C. Other Assets		Total Liabilities	
Investments in and advance to affiliated company		C. Minority Interest in Subsidiary	
Goodwill, less amortization		D. Net Worth	
Due from officer, employee		Preferred stock	
Other (<i>Itemize</i>)		Common stock	
		Additional paid-in capital	
		Retained earnings/owner's equity	
		Less, Treasury stock	
Total Other Assets		Total Net Worth	
D. TOTAL ASSETS		E. TOTAL LIABILITIES AND NET WORTH	

SECTION IV - INCOME STATEMENT

26. FROM (<i>Month, Day, Year</i>)	27. TO (<i>Month, Day, Year</i>)
--------------------------------------	------------------------------------

28. INCOME

A. Net Sales			
Cost and Expenses		Minority Interest in Earnings of Subsidiaries	
Cost of Goods Sold		Total Costs and Expenses	
Depreciation and Amortization		Earnings Before Taxes	
Selling, General, and Admin. Expenses		Taxes on Income	
Interest Expense		Income Before Extraordinary Items	
Other Expenses (<i>Itemize</i>)		Extraordinary Gains (Losses) Net of Taxes	
		NET INCOME (LOSS)	

SECTION IV - BANKING AND FINANCE COMPANY INFORMATION
(Please attach a separate sheet using this format for any additional banks.)

ITEM	BANK 1				BANK 2			
29. Name of Bank								
30. Contact Person								
31. Phone Number	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.		
32. Fax Number	AREA CODE	NUMBER		AREA CODE	NUMBER			
33. Address	STREET ADDRESS			STREET ADDRESS				
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE		
34. Amount Owning(\$)								
35. Term Loans	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No			
36. Line of Credit	<input type="checkbox"/> Yes	<input type="checkbox"/> No		<input type="checkbox"/> Yes	<input type="checkbox"/> No			
37. Maximum Amount Authorized (\$)								
38. Amount Outstanding(\$)								

39. Loans Secured by Company's Assets - Real and Personal Property

A.	SECURED PARTY NAME			CONTACT NAME			
	STREET ADDRESS		CITY	STATE	ZIP CODE		
	SECURING ASSETS			MATURITY DATE	MONTHLY PAYMENT (\$)		
B.	SECURED PARTY NAME			CONTACT NAME			
	STREET ADDRESS		CITY	STATE	ZIP CODE		
	SECURING ASSETS			MATURITY DATE	MONTHLY PAYMENT (\$)		
C.	SECURED PARTY NAME			CONTACT NAME			
	STREET ADDRESS		CITY	STATE	ZIP CODE		
	SECURING ASSETS			MATURITY DATE	MONTHLY PAYMENT (\$)		
D.	SECURED PARTY NAME			CONTACT NAME			
	STREET ADDRESS		CITY	STATE	ZIP CODE		
	SECURING ASSETS			MATURITY DATE	MONTHLY PAYMENT (\$)		

40. ARE ANY OF THE ASSETS SHOWN ON THE BALANCE SHEET PLEDGED OR MORTGAGED, EXCEPT AS STATED ABOVE? <input type="checkbox"/> NO <input type="checkbox"/> YES <i>(Explain in Section VII, Remarks)</i>	41A. IF CONTRACTOR IS A PARTNERSHIP OR SOLE PROPRIETORSHIP, ARE THE INDIVIDUAL LIABILITIES OF THE PROPRIETOR(S) FOR FEDERAL AND STATE INCOME AND/OR EXCESS PROFIT TAXES INCLUDED ON THE BALANCE SHEET? <input type="checkbox"/> YES <input type="checkbox"/> NO	41B. TOTAL LIABILITY (\$) <div style="border: 1px solid black; width: 100px; height: 20px; margin-left: 50px;"></div>
42. ARE YOU NOW IN OR PENDING DEFAULT ON ANY OBLIGATIONS, I.E., BANKS, FINANCIAL INSTITUTIONS, SUPPLIERS, OTHER? <input type="checkbox"/> NO <input type="checkbox"/> YES <i>(Provide detailed information in Section VII, Remarks)</i>		

SECTION V - PRINCIPAL MERCHANDISE OR RAW MATERIAL SUPPLIER INFORMATION
(Please attach separate sheet(s) using this format for additional suppliers.)

43. PAST DUE ACCOUNTS PAYABLE (\$)

ITEM	44. SUPPLIER 1			45. SUPPLIER 2		
A. Name of Supplier						
B. Contact Person						
C. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
D. Fax	AREA CODE	NUMBER		AREA CODE	NUMBER	
E. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
F. Amount Now Owing (\$)						
G. High Credit (\$)						

ITEM	46. SUPPLIER 3			47. SUPPLIER 4		
A. Name of Supplier						
B. Contact Person						
C. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
D. Fax	AREA CODE	NUMBER		AREA CODE	NUMBER	
E. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
F. Amount Now Owing (\$)						
G. High Credit (\$)						

SECTION VI - CONSTRUCTION/SERVICE CONTRACTS INFORMATION (Public Buildings Service Contracts Only)
CONTRACTS IN FORCE

ITEM	48. CONTRACT 1			49. CONTRACT 2		
A. Location						
B. Owner's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Type of Work						
E. Contract Amt. (\$)						
F. % Completed						
G. Est. Comp. Date						

ITEM	50. CONTRACT 3			51. CONTRACT 4		
A. Location						
B. Owner's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Type of Work						
E. Contract Amt. (\$)						
F. % Completed						
G. Est. Comp. Date						

ITEM	52. CONTRACT 5			53. CONTRACT 6		
A. Location						
B. Owner's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Type of Work						
E. Contract Amt. (\$)						
F. % Completed						
G. Est. Comp. Date						

ITEM	54. CONTRACT 7			55. CONTRACT 8		
A. Location						
B. Owner's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Type of Work						
E. Contract Amt. (\$)						
F. % Completed						
G. Est. Comp. Date						

LARGEST JOBS YOU HAVE COMPLETED IN THE LAST FIVE YEARS

ITEM	56. JOB 1			57. JOB 2		
A. Location						
B. Contact's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
E. Type of Work						
F. Contract Amt. (\$)						
G. Amount Sublet (\$)						

ITEM	58. JOB 3			59. JOB 4		
A. Location						
B. Contact's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
E. Type of Work						
F. Contract Amt. (\$)						
G. Amount Sublet (\$)						

ITEM	60. JOB 5			61. JOB 6		
A. Location						
B. Contact's Name						
C. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
D. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
E. Type of Work						
F. Contract Amt. (\$)						
G. Amount Sublet (\$)						

LIST COMPANIES FROM WHOM YOU OBTAIN SURETY BONDS

ITEM	62. SURETY COMPANY 1			63. SURETY COMPANY 2		
A. Company Name						
B. Contact's Name						
C. Telephone	AREA CODE	NUMBER	EXT.	AREA CODE	NUMBER	EXT.
D. Fax	AREA CODE	NUMBER		AREA CODE	NUMBER	
E. Address	STREET ADDRESS			STREET ADDRESS		
	CITY	STATE	ZIP CODE	CITY	STATE	ZIP CODE
64. PRESENT AMOUNT OF BONDING COVERAGE (\$)	65. HAS YOUR APPLICATION FOR SURETY BOND EVER BEEN DECLINED <i>(If Yes, please provide detailed information in Remarks)</i> <input type="checkbox"/> YES <input type="checkbox"/> NO			65. DURING THE PAST 2 YEARS, HAVE YOU BEEN CHARGED WITH A FAILURE TO MEET THE CLAIMS OF YOUR SUBCONTRACTORS OR SUPPLIERS <i>(If Yes, please provide detailed information in Remarks)</i> <input type="checkbox"/> YES <input type="checkbox"/> NO		

SECTION VII - REMARKS

REMARKS *(Cite those sections of the form relating to your remarks. If additional space is required, attach additional sheet(s).)*

CERTIFICATION

For the purpose of establishing financial responsibility with, or procuring credit from the General Services Administration, we furnish the above as a true and correct statement of our financial condition and further certify that all other statements are true and correct. There has been no material change in the applicant's financial condition since the date of the above statement. We agree to notify you immediately in writing of any materially unfavorable change in our financial condition. In the absence of such notice or of a new and full financial statement, this is to be considered as a continuing statement.

NAME OF BUSINESS	BY <i>(Signature of Authorized Official)</i>	
	NAME OF AUTHORIZED OFFICIAL <i>(Type or print)</i>	DATE
	TITLE OF AUTHORIZED OFFICIAL <i>(Type or print)</i>	

PAST PERFORMANCE SURVEY FORM

1. Name and Address of Contracting Activity:

2. Contract Number: _____

3. Contract Type (Check all that apply): Negotiated _____ Sealed Bid _____
Other _____ (Identify Other) _____

4. Total Contract Amount: _____
Status: Active _____ Complete _____

5. Date of Award: _____
Contract Completion Date (including any extensions): _____

6. Description and Location of Work:

7. List of Major Subcontractors:

8. Contracting Officer (CO) or Individual Responsible for Signing Contract and Telephone/FAX Numbers:

9. Project Manager and Telephone/FAX Numbers:

10. Resident Engineer/CO's Technical Representative or Construction Supervisor and Telephone/FAX Numbers:

11. Administrative Contracting Officer or Individual Responsible for Administering the Contract, if different from #8 above, and Telephone/FAX Numbers:

A SEPARATE RECORD MUST BE COMPLETED FOR EACH CONTRACT AND SUBCONTRACT PERFORMED BY THE OFFEROR AND KEY PERSONNEL DURING THE PAST THREE (3) YEARS, AS WELL AS THOSE CURRENTLY IN PROGRESS.

Part IX Forms

Lessor _____ Gov't. _____

_____ of _____ Pages
PAST PERFORMANCE SURVEY FORM

BID BOND <i>(See instruction on reverse)</i>	DATE BOND EXECUTED <i>(Must not be later than bid opening date)</i>	OMB NO.: 9000-0045
--------------------------------------------------------	---------------------------------------------------------------------	---------------------------

Public reporting burden for this collection of information is estimated to average 25 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVR), Federal Acquisition Policy Division, GSA, Washington, DC 20405.

PRINCIPAL <i>(Legal name and business address)</i>	TYPE OF ORGANIZATION <i>("X" one)</i> <input type="checkbox"/> INDIVIDUAL <input type="checkbox"/> PARTNERSHIP <input type="checkbox"/> JOINT VENTURE <input type="checkbox"/> CORPORATION STATE OF INCORPORATION
----------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

SURETY(IES) *(Name and business address)*

PENAL SUM OF BOND					BID IDENTIFICATION	
PERCENT OF BID PRICE	AMOUNT NOT TO EXCEED				BID DATE	INVITATION NO.
	MILLION(S)	THOUSAND(S)	HUNDRED(S)	CENTS		
					FOR <i>(Construction, Supplies, or Services)</i>	

OBLIGATION:

We, the Principal and Surety(ies) are firmly bound to the United States of America (hereinafter called the Government) in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally. However, where the Sureties are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly and severally" as well as "severally" only for the purpose of allowing a joint action or actions against any or all of us. For all other purposes, each Surety binds itself, jointly and severally with the Principal, for the payment of the sum shown opposite the name of the Surety. If no limit of liability is indicated, the limit of liability is the full amount of the penal sum.

CONDITIONS:

The Principal has submitted the bid identified above.

THEREFORE:

The above obligation is void if the Principal - (a) upon acceptance by the Government of the bid identified above, within the period specified therein for acceptance (sixty (60) days if no period is specified), executes the further contractual documents and gives the bond(s) required by the terms of the bid as accepted within the time specified (ten (10) days if no period is specified) after receipt of the forms by the principal; or (b) in the event of failure to execute such further contractual documents and give such bonds, pays the Government for any cost of procuring the work which exceeds the amount of the bid.

Each Surety executing this instrument agrees that its obligation is not impaired by any extension(s) of the time for acceptance of the bid that the Principal may grant to the Government. Notice to the surety(ies) of extension(s) are waived. However, waiver of the notice applies only to extensions aggregating not more than sixty (60) calendar days in addition to the period originally allowed for acceptance of the bid.

WITNESS:

The Principal and Surety(ies) executed this bid bond and affixed their seals on the above date.

PRINCIPAL				
SIGNATURE(S)	1.	2.	3.	<i>Corporate Seal</i>
	<i>(Seal)</i>	<i>(Seal)</i>	<i>(Seal)</i>	
NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.	3.	

INDIVIDUAL SURETY(IES)		
SIGNATURE(S)	1.	2.
	<i>(Seal)</i>	<i>(Seal)</i>
NAME(S) <i>(Typed)</i>	1.	2.

CORPORATE SURETY(IES)					
SURETY A	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		

SURETY B	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY C	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY D	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY E	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY F	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY G	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT (\$)	<i>Corporate Seal</i>
	SIGNATURE(S)	1.	2.		
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		

INSTRUCTIONS

1. This form is authorized for use when a bid guaranty is required. Any deviation from this form will require the written approval of the Administrator of General Services.
2. Insert the full legal name and business address of the Principal in the space designated "Principal" on the face of the form. An authorized person shall sign the bond. Any person signing in a representative capacity (e.g., an attorney-in-fact) must furnish evidence of authority if that representative is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved.
3. The bond may express penal sum as a percentage of the bid price. In these cases, the bond may state a maximum dollar limitation (e.g., (e.g., 20% of the bid price but the amount not to exceed _____ dollars).
4. (a) Corporations executing the bond as sureties must appear on the Department of the Treasury's list of approved sureties and must act within the limitation listed therein. where more than one corporate surety is involved, their names and addresses shall appear in the spaces (Surety A, Surety B, etc.) headed "CORPORATE SURETY(IES)." In the space designed "SURETY(IES)" on the face of the form, insert only the letter identification of the sureties.

(b) Where individual sureties are involved, a completed Affidavit of Individual surety (Standard Form 28), for each individual surety, shall accompany the bond. The Government may require the surety to furnish additional substantiating information concerning its financial capability.
5. Corporations executing the bond shall affix their corporate seals. Individuals shall execute the bond opposite the word "Corporate Seal"; and shall affix an adhesive seal if executed in Maine, New Hampshire, or any other jurisdiction requiring adhesive seals.
6. Type the name and title of each person signing this bond in the space provided.
7. In its application to negotiated contracts, the terms "bid" and "bidder" shall include "proposal" and "offeror."

PERFORMANCE BOND
(See instructions on reverse)

DATE BOND EXECUTED (Must be same or later than date of contract)

OMB No.: 9000-0045

Public reporting burden for this collection of information is estimated to average 25 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the FAR Secretariat (MVR), Federal Acquisition Policy Division, GSA, Washington, DC 20405

PRINCIPAL (Legal name and business address)

TYPE OF ORGANIZATION ("X" one)

INDIVIDUAL PARTNERSHIP

JOINT VENTURE CORPORATION

STATE OF INCORPORATION

SURETY(IES) (Name(s) and business address(es))

PENAL SUM OF BOND

MILLION(S)	THOUSAND(S)	HUNDRED(S)	CENTS

CONTRACT DATE CONTRACT NO.

OBLIGATION:

We, the Principal and Surety(ies), are firmly bound to the United States of America (hereinafter called the Government) in the above penal sum. For payment of the penal sum, we bind ourselves, our heirs, executors, administrators, and successors, jointly and severally. However, where the Sureties are corporations acting as co-sureties, we, the Sureties, bind ourselves in such sum "jointly and severally" as well as "severally" only for the purpose of allowing a joint action or actions against any or all of us. For all other purposes, each Surety binds itself, jointly and severally with the Principal, for the payment of the sum shown opposite the name of the Surety. If no limit of liability is indicated, the limit of liability is the full amount of the penal sum.

CONDITIONS:

The Principal has entered into the contract identified above.

THEREFORE:

The above obligation is void if the Principal -

(a)(1) Performs and fulfills all the undertakings, covenants, terms, conditions, and agreements of the contract during the original term of the contract and any extensions thereof that are granted by the Government, with or without notice to the Surety(ies), and during the life of any guaranty required under the contract, and (2) performs and fulfills all the undertakings, covenants, terms conditions, and agreements of any and all duly authorized modifications of the contract that hereafter are made. Notice of those modifications to the Surety(ies) are waived.

(b) Pays to the Government the full amount of the taxes imposed by the Government, if the said contract is subject to the Miller Act, (40 U.S.C. 270a-270e), which are collected, deducted, or withheld from wages paid by the Principal in carrying out the construction contract with respect to which this bond is furnished.

WITNESS:

The Principal and Surety(ies) executed this performance bond and affixed their seals on the above date.

PRINCIPAL

SIGNATURE(S)	1.	2.	3.	Corporate Seal
		(Seal)	(Seal)	
NAME(S) & TITLE(S) (Typed)	1.	2.	3.	Corporate Seal

INDIVIDUAL SURETY(IES)


SIGNATURE(S)	1.	2.
		(Seal)
NAME(S) (Typed)	1.	2.

CORPORATE SURETY(IES)

SURETY A	NAME & ADDRESS	STATE OF INC.	LIABILITY LIMIT	Corporate Seal
			\$	
	SIGNATURE(S)	1.	2.	
	NAME(S) & TITLE(S) (Typed)	1.	2.	

CORPORATE SURETY(IES) (Continued)

SURETY B	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY C	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY D	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY E	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY F	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		
SURETY G	NAME & ADDRESS		STATE OF INC.	LIABILITY LIMIT	Corporate Seal
	SIGNATURE(S)	1.	2.	\$	
	NAME(S) & TITLE(S) <i>(Typed)</i>	1.	2.		

BOND PREMIUM 	RATE PER THOUSAND (\$)	TOTAL (\$)
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INSTRUCTIONS

1. This form is authorized for use in connection with Government contracts. Any deviation from this form will require the written approval of the Administrator of General Services.

2. Insert the full legal name and business address of the Principal in the space designated "Principal" on the face of the form. An authorized person shall sign the bond. Any person signing in a representative capacity (e.g., an attorney-in-fact) must furnish evidence of authority if that representative is not a member of the firm, partnership, or joint venture, or an officer of the corporation involved.

3. (a) Corporations executing the bond as sureties must appear on the Department of the Treasury's list of approved sureties and must act within the limitation listed therein. Where more than one corporate surety is involved, their names and addresses shall appear in the spaces (Surety A, Surety B, etc.) headed "CORPORATE

SURETY(IES)." In the space designated "SURETY(IES)" on the face of the form, insert only the letter identification of the sureties.

(b) Where individual sureties are involved, a completed Affidavit of Individual Surety (Standard Form 28) for each individual surety, shall accompany the bond. The Government may require the surety to furnish additional substantiating information concerning their financial capability.

4. Corporations executing the bond shall affix their corporate seals. Individuals shall execute the bond opposite the word "Corporate Seal", and shall affix an adhesive seal if executed in Maine, New Hampshire, or any other jurisdiction requiring adhesive seals.

5. Type the name and title of each person signing this bond in the space provided.

CERTIFICATE OF CURRENT COST OR PRICING DATA

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section 2.101 of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer's representative in support of _____* are accurate, complete, and current as of _____**. This certification includes the cost or pricing data supporting any advance agreements and forward pricing rate agreements between the offeror and the Government that are part of the proposal.

Firm _____

Signature _____

Name _____

Title _____

Date of execution*** _____

* Identify the proposal, request for price adjustment, or other submission involved, giving the appropriate identifying number (e.g., RFP No.).

**Insert the day, month, and year when price negotiations were concluded and price agreement was reached or, if applicable, an earlier date agreed upon between the parties that is as close as practicable to the date of agreement on price.

*** Insert the day, month, and year of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

Part IX Forms

Lessor _____ Gov't. _____

_____ of _____ Pages
CERTIFICATE OF CURRENT COST OR PRICING DATA

CERTIFICATION OF BUILDING ENERGY PERFORMANCE

LOCATION:

PROJECT TITLE:

PROJECT NUMBER:

PROJECT MANAGER:

I certify that the energy performance of the above project fully satisfies the energy efficiency requirements of DOE regulations, 10 CFR Part 435, "Energy Conservation Voluntary Performance Standards for Commercial and Multi-Family High Rise Residential Buildings; Mandatory for New Federal Buildings."

NAME & TITLE

DATE

Name and Address of Architect-Engineer Firm:

Title/Position:

Professional Registration No.:

State Where Registered (use seal):

Part IX Forms

Lessor _____ Gov't. _____

_____ of _____ Pages
CERTIFICATION OF BUILDING ENERGY PERFORMANCE

PART X

CONCEPTUAL PLANS

Part X Conceptual Floor Plans

Lessor _____ Gov't. _____

_____ of _____ Pages

PART XI

SITE SPECIFIC INFORMATION

Part XI Site Specific Information

Lessor _____ Gov't. _____

_____ of _____ Pages