DESIGN BUILD Scope of Work
Renovate Building 223 for Pandemic Storage
Project Number 618-20-111
Minneapolis VA Health Care System

Part 1 - General:

A. Project Information

1. Background

a. The Minneapolis Veterans Health Administration maintains ownership of 10 historical structures located at the Ft. Snelling Reservation. These structures have been utilized as administrative spaces and general storage since the Army transferred ownership to the VA in 1946. In 2013, it became a priority for Federal agencies either dispose of unneeded properties or make more efficient use of the Government's real estate assets. This is known as "Freeze the Footprint" policy for Federal real estate. Under this new guidance, all agencies are required to develop plans that will serve as the basis for agency actions to restrict the growth in their office and warehouse inventories.

b. The 10 historical structures make-up a portion of the Minneapolis Veterans Health Administration footprint. Rather than continue to allow the structures to deteriorate, significant investments are underway to restore, revitalize, and repurpose. Up to this point, the focus has been on Building 222, the 19,000sqft Quartermaster Store House. This work will be completed in 3 phases. Phase 3 will consist of converting the 1934, 3 story warehouses to administrative space. To begin the third and final phase, will require relocation of VA logistics from building 222 to building 223.

c. The CCC Commissary Warehouse (Building 223) was constructed in 1935 by the Civilian Conservation Corps (CCC). It was erected on the site of the former Building F-61, which was salvaged the previous year. The 130' by 135' concrete-block structure has a concrete foundation. The building's two hipped roof were covered with built-up tar and gravel. Originally constructed as the commissary warehouse, it was cobbled together with an interesting collection of salvaged materials. It is believed the metal skeleton supporting the roof was salvaged from old aircraft hangar at Speedway Field (MSP international). The original configuration was an open space with 6 overhead service doors of varying size, and 15 light steel frame windows each 53"x54". At some time prior to 1980 the windows were modified, and several garage doors are added/modified/ removed. The east section was also sectioned off for use as a fire department. It is unclear when, but after 1990's, numerous engineering storage cages were constructed in the remaining 12,000sf open bay.

2. Intent

a. Provide all design, labor, materials, tools and equipment, and construction services necessary for design and construction of the project "Renovate Building 223 for Pandemic Storage" as defined by this Scope of Work (SOW).

b. Building 223 will be completely renovated to include both interior and exterior spaces; windows, doors, roofing, and grounds. The building will be sectioned off into three distinct areas.

I. Plan west section will be Semi-conditioned storage space for Facilities Engineering. This will require minimal heating to prevent temperatures from dropping below 40°s. And ventilation to exhausts vehicle fumes as well as summertime heat.

II. The plan east section will be Conditioned Storage space for Logistics, with ample pallet racking. Temperatures shall be maintained above 60° in the winter, and below 80° in the summer. This will include the reconstruction of the existing exterior stair access. Construction of an administrative space, formally exterior storage room, above the abandoned coal bin. And construction of

III. Finally, the center section will be conditioned storage for temperature and humidity sensitive Logistics and pandemic supplies. This area shall be sealed off from the other spaces to prevent exhaust fumes from entering. Shall have pallet storage for bulk supplies, as well as secure storage cages for IT equipment.

B. Definitions

1. Design-Build (DB) as defined by the Department of Veterans Affairs (VA) is the procurement by the Government, under one contract, with one firm for both design and construction services for a specific project.

a. Contracting Officer: The services to be performed under this contract are subject to the general supervision, direction, control and approval of the Contracting Officer.

b. Project Manager: The Contracting Officer's representative responsible for administering contracts under the immediate direction of the Contracting Officer.

c. Design Build Contract: This term, as used herein, refers to the Contract to perform the design and construction of the project.

d. Contractor: This term, as used herein, refers to the contractor under this contract or the DB team.

e. AE: This term, as used herein, refers to the Architect-Engineer firm that is a part of the DB team, also referred to as DB/AE.

f. Selection Procedure - During the review of offers the VA may ask for additional information. The VA may initiate action to award a contract at any point after review of the offers. Therefore, offers should reflect the offeror's best terms both from a technical and cost standpoint.

C. General Requirements:

1. Sensitivity of Information: The sensitivity of information relating to this project is emphasized. All the information in this SOW shall be treated as For Official Use Only. This information is not to be distributed without a confirmed need to know as confirmed by the VA.

2. Accuracy of Planning Information: The A-E shall conduct a thorough site visit to investigate all aspects of the existing conditions.

3. Discrepancies in Planning Information: The A-E shall promptly report to the Contracting Officer in writing any discrepancies between this contract and the planning information provided by the Government. The A-E shall make no adjustments to his work due to the discrepancy before the Contracting Officer has reviewed the matter and forwarded his determination to the A-E. The A-E's failure to report any such discovered discrepancy or to wait for the Contracting Officer's determination shall be at his risk and expense.

4. Change Orders: Any work that is not addressed by the contract and is considered a change order shall be immediately brought to the attention of the Contracting Officer. No "out-of-scope" or additional work shall be executed by the A-E prior to negotiation with the Mpls VA Medical Center and approval by the Contracting Officer.

5. Ownership of Drawings: All designs, drawings, specifications, notes, and other work developed in the performance of this contract shall be and remains the sole property of the Government and may be used on any other work without additional compensation to the A-E. With respect thereto, the A-E agrees not to assert any rights and not to establish any claim under the design patent or copyright laws.

6. The Standards developed by the Secretary of the Interior's Standards for Rehabilitation listed below shall be closely followed.

   a. The Standards (Department of Interior regulations, 36 CFR 67) pertain to historic buildings of all materials, construction types, sizes, and occupancy and encompass the exterior and the interior, related landscape features and the building's site and environment as well as attached, adjacent, or related new construction. The Standards are to be applied to specific c rehabilitation projects in a reasonable manner, taking into consideration economic and technical feasibility.

      I. A property shall be used for its historic purpose or be placed in a new use that requires minimal change to the defining characteristics of the building and its site and environment.

II. The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.

III. Each property shall be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or architectural elements from other buildings, shall not be undertaken.

IV. Most properties change over time; those changes that have acquired historic significance in their own right shall be retained and preserved.

V. Distinctive features, finishes, and construction techniques or examples of craftsmanship that characterize a property shall be preserved.

VI. Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence.

VII. Chemical or physical treatments, such as sandblasting, that cause damage to historic materials shall not be used. The surface cleaning of structures, if appropriate, shall be undertaken using the gentlest means possible.

VIII. Significant archeological resources affected by a project shall be protected and preserved. If such resources must be disturbed, mitigation measures shall be undertaken.

IX. New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.

X. New additions and adjacent or related new construction shall be undertaken in such a manner that if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired

7. Rehabilitation Guidelines as detailed in Fort Snelling West District - Historical Context Study and Development Guidelines shall also be followed.

   a. Allowable building re-use/additions: Reuse of all buildings in Zone H2 is encouraged for uses compatible with their sizes. Additions and alterations to provide accessibility into and throughout the buildings, upgrade life safety systems, and rehabilitate them for reuse will be allowed where necessary.

I. Work altering the exterior appearance of the building should be minimized.

II. Brick, unglazed ceramic or a durable clapboard scale siding should be used.

III. Any infill should be recognized as being of its time. New construction may expand the materials palette to include contemporary items.

b. Where interior historic and character defining elements remain, they should be protected and retained where feasible. All work should follow the Secretary of the Interior Standards.

Part II – Responsibilities:

A. VA Team

1. The VA team is comprised of Contracting and Facilities Engineering. The Contracting Officer is the only team member with authority to make contracting decisions. The Contracting Officer's Representative will be delegated the authority to make technical decisions on behalf of the Contracting Officer.

2. The VA will provide the DB team with the following documents:

   a. Unofficial drawings of the existing spaces

   b. Facility specific specifications

   c. Design Standards

   d. Submittal Log Template

B. DB Team:

1. The DB team includes all partners, consultants and subcontractors to the one firm. The DB team shall provide Engineering disciplines for the preparation of construction documents, and construction contractor capabilities for construction of the project. Engineers shall have P.E. licensure in the state of Minnesota. Substitutions of RFP submitted DB Team Members must be approved by the Contracting Officer.

   The RFP documents are intended to define existing conditions, certain required items, drawings and specifications and design parameters to be included in the project. It is the DB team's responsibility to complete the documents and construction in a manner consistent with the intent of the RFP documents within the required time period (contract length). It shall be the responsibility of the DB team to verify all items shown on the as-built drawings provided by the VA for this solicitation. The VA will not be

held responsible for differing site conditions that could have been verified by the DB team

Part III – Design Build Requirements:

A. Design Services:

1. General

a. Qualifications of Designers: A-E firm shall provide experienced engineers to prepare the Construction Documents. All aspects of the projects shall be completed by engineers and architects registered in the State of Minnesota.

b. The VA will use Submittal Exchange during the design and construction phases of this project and the D-B Team will be expected to utilize this platform as the primary means of document review/transfer. The VA will provide access to Submittal Exchange.

c. Details from Drawings "DESIGN UPGRADE OF BUILDING 222, FORT SNELLING" the recently completed building 222 restoration, shall be used as a basis of design for any required exterior building modifications.

d. Details and layouts from drawings "1340-G100 Upgrade 222 Roads and Grounds" as well as "Building 222, Roads and Grounds Package Fort Snelling Specifications" from the recently complete campus parking lot modifications, shall be used as a basis of design for any required site work

e. The DB team will coordinate with the State Historical Preservation Officer (SHIPO) for review and approval of any required exterior building modifications. More Information can be found at https://mn.gov/admin/shpo/protection/review/submit/

f. Lead-based paint is located throughout the interior and exterior of the buildings. Architect shall identify locations of lead abatement per IEA Project #0712007. All surfaces shall have the paint returned to an intact condition utilizing lead-safe work practices. The damaged surfaces can be addressed by encapsulation, paint stabilization, paint removal or component removal. All interior wood casings as well as all doors shall be removed.

g. All drawing sheets to assigned VA drawing number 1360- (i.e. 1360-G001)

2. Civil

a. Civil Engineer shall include hours to field verify existing conditions. Engineer shall investigate the condition of incoming and outgoing utility lines, provide condition and recommend repairs and/or replacement in writing to VA Project Manager. The domestic water as well as storm and sewer lines are of concern.

b. Include all necessary Stormwater Pollution Prevention Plans, permitting (Minnesota Pollution Control Agency, Minnehaha Creek Watershed District, etc.), and control measures. It is the responsibility of the DB Team to determine what permits, if any, are required for this work.

c. Include all necessary environmental plans, permitting, and controls required by Federal, State, and local agencies.

d. All constructed or altered pedestrian ramps to be "VA Barrier Free Design Guide" compliant with truncated dome plates, Neenah Foundry R-4984, painted with 2 coats acrylic enamel yellow paint or approved equal.

e. Combine D610 and B612 curb profiles as seen else ware on site for all new curb work.

f. Provide complete site plan for building 223 that coordinates with drawing "Fort Snelling 2022 Vision" and adjacent buildings.

g. Coordinate with Architectural for final building access and loading dock locations.

h. Coordinate with Structural for retaining wall requirements at loading dock.

i. Coordinate with Archeology literature review to determine if any locations may contain potential historic significance

j. Design shall include all civil plans, elevations, sections, and details. Determine if all systems serving the building must be replaced. Include extension of all site utilities, including but not limited to water, sanitary, storm.

k. Lead-based paint is located on the exterior of the structure. Evidence has been found of lead paint in the surrounding soils. Utilize lead-safe work practices for removal and decontamination of these soils.

l. Provide all survey and layout services needed to complete the project.

m. Provide a road and parking lot plan, to include loading dock access. The plan shall be fully dimensioned with adequate walkways and striping plan. Reference the VA Parking Design Guide.

n. Provide a detailed traffic control plan (TCP). Provide all traffic control during construction, including signage and flagmen as required, based on the Contractor's approved TCP.

o. Include details for storm drain inlet protection

p. Include details for curb, gutter, and sidewalk repair of any locations requiring replacement during construction.

q. Contractor shall follow all requirements as detailed by the design.

r. Contractor shall remove all demolished materials and construction debris off-site. Asphalt shall be reclaimed or recycled.

s. Work shall include restoration of disturbed areas by either sod or hydro-seeding. Contractor shall maintain restored area for a minimum of 2 weeks.

t. Include street sweeping during construction to maintain a clean work site.

3. Architecture

a. Complete an Archeology literature review to determine if any locations may contain potential historic significance. Provide findings to CO to determine if additional Archeological efforts will be required.

b. The structure has been found to be in Good condition. This is defined as; "The building appears structurally sound, but approximately 50% of the exterior may need repair, including such items as cracks in the masonry or mortar joints; more extensive tuckpointing of the masonry surface; more extensive repair or replacement of stone sills, belt courses, and/or foundation stones; and more extensive repair to fascia's, soffits, etc."

c. Demolition

(1) Protect any "defining characteristics of the building" from damage during demolition. At a minimum these include structural steel rafters, exterior CMU, interior wood roof deck, chimney, and remaining original historic windows.

(2) All interior doors, walls, and partitions not required as part of the main supporting structure of the building envelope are to be removed in its entirety. This shall include rooms identified as 101, 102,103,105,106, 107 and 108 on the scan dated 2-14-08.

(3) All "second floor storage" space is to be removed in its entirety. This includes all structural steel and heavy beam planking installed above rooms 101, 102, 103, and 106, as well as the full height partition separating 104 from the "second floor storage".

(4) All existing partitions, mezzanines, and Engineering Storage cages shall be removed in their entirety.

(5) Salvage the concrete block separating 109 from 102,103 and 104 as required by the final design.

(6) Remove all exterior conduit and fixtures

(7) Remove all existing MEP fixtures

(8) Removal of exterior white paint utilizing nondestructive methods.

(9) Remove all non-original windows and prep for new.

(10) Remove elevated concrete slab in south west corner.

d. New work

(1) Exterior

(a) Provide construction details for reroofing of entire building. New roof to include 2" rigid insulation system as seen is Building 222 design details. Use of asphalt Roofing shall be basis of bid for hip roof. Roofing type 3 shall be basis of bid for flat roof.

(b) Install new windows to match original style in locations where original windows were removed. New windows shall resemble the original, but shall be double insulated glass

(c) Painting of new exterior paint utilizing a block filler paint designed to fill porous concrete masonry units. Final Color and design to be determined by DB team in conjunction with VA and SHPO approval.

(d) North Wall

(i) Remove east garage door infill, Install new overhead insulated garage door and operator

(ii) Remove west garage door infill, Install new overhead insulated garage door and operator

(iii) Replace existing west overhead with insulated garage door and operator

(iv) Replace center service door with new steel frame Insulated steel door. Construct suspended roof overhang as seen on building 222.

(e) South Wall

(i) Infill west garage door and install window to match historic photos.

(ii) Remove garage door located in the south center of the building. Construct new insulated wall to resemble garage door as seen in 1990s color photo. This opening may be used as a mechanical louver

(iii) 4 windows east of center door: Install new windows to match original style in locations where original windows were removed. New

windows shall resemble the original 15 light windows in size, and finish. But shall be double insulated glass using utilizing individual insulated panels for each light. Unit shall be constructed to fit original opening, with minimal exterior profile.

(iv) Window between overhead doors: Restore existing historical window. Reconstruct window to original as seen on 1930's black and white photo. Install Insulated glass pane on interior of existing window.

(v) 2 windows west of overhead door: Restore existing historical windows. Reconstruct all windows to original as seen on 1930's black and white photo.

(f) West wall

(i) Infill 16"x 14" opening.

(ii) Remove all exterior conduit and fixtures

(iii) Restore existing historical windows. Reconstruct all windows to original as seen on 1930's black and white photo.

(g) East wall

(i) Install new windows to match original style in locations where original windows were removed. New windows shall resemble the original, but shall be double insulated glass

(ii) Infill both garage doors and service door construct new semi loading dock doors.

(iii) Reconstruct stairwell enclosure.

(iv) Construct Logistics office above coal bin

(2) Interior

(a) Building will be sectioned off into distinct areas.

(b) Plan west section

(i) Use: Unconditioned storage space for Facilities Engineering.

(ii) Requirements:

1. Install Ballard protection of historic steel truss bases.

2. Infill concrete where removed as specified in demolition.

3. Install roof exhaust system similar in style as seen in 1930s black and white photo

(c) Plan East and Center section

(i) Use: Conditioned storage for temperature and humidity sensitive Logistics and pandemic supplies

(ii) Requirements:

1. Patch/repair all floors

2. Grind all floors to provide smooth level operating surface.

3. Install steel stud partitions as required.

4. Construct Two Single restrooms with a common hallway. Hallway access to east half of building by card access only.

5. Install pallet racking to maximize vertical storage

6. North east corner shall be designated as open space for shipping and receiving

4. <u>Structural</u>

a. Provide structural borings to determine capacity of soil.

b. Coordinate with Civil for location of new retaining wall as required for loading dock.

c. Coordinate with Architect for construction of exterior stair access and administrative space.

d. Include hours to ensure structural integrity of the buildings. Any concerns should be addressed during the design phase.

e. Design shall ensure structural integrity of the building. Include necessary structural plans, elevations, sections, and details as required.

f. Design shall include Industrial Steel Storage Racks per ANSI MH16.1: 2012

g. Design shall include review, determination, and if necessary, structural reinforcement of floor above old boiler basement.

5. <u>Mechanical</u>

a. Mechanical Engineer shall include hours to field verify existing conditions. Engineer shall investigate the condition of incoming and outgoing utility lines, provide condition and recommend repairs and/or replacement in writing to VA

Project Manager. The domestic water as well as storm and sewer lines are of concern. These are known to be not operational in 223.

b. Design shall include all mechanical plans, elevations, sections, details, and schedules for heating, ventilating, air conditioning, controls, refrigeration, plumbing, and fire protection. Assume all mechanical systems serving the renovated area must be replaced.

c. Removal 100% of all existing mechanical systems.

d. The domestic water system shall meet the requirements of VHA Directive 1061, Prevention of Healthcare Associated Legionella Disease and Scald Injury.

e. Mechanical system controls and fire protection shall feedback to Building 70's Automated Building Management System, Metasys.

f. Include moisture mitigation solutions for basement.

g. HVAC

(1) Building shall be designed with distinct zones.

(2) The first occupying approximately 1/3rd of the building's footprint, shall be considered cold storage. This space will be used as storage of facilities maintenance equipment (lawnmowers, plows, dump trucks, etc.). Systems shall be designed to maintain a building temperature above freezing during winter months with no cooling provided. A cupola with a powered fan may be installed as seen in historic photos.

(3) The second shall be fully conditioned storage. This space will be used as storage facilities logistics equipment, Information technology equipment, as well as pandemic storage. Systems shall be designed to maintain a temperature and humidity as required by ASHRAE. A standalone natural gas forced air system installed in the buildings north central area is anticipated to be the least impactful on the historic structure. Ductwork may be run exposed. Care shall be taken to minimize impact on storage capabilities. A cupola with a powered fan may be installed as seen in historic photos. This may be utilized during moderate temperatures as a cost savings measure.

h. Plumbing

(1) All piping for identified bathrooms to be included.

(2) All fire suppression piping.

(3) All sanitary DWV piping.

6. Electrical

   a. Electrical Engineer shall field verify existing conditions. The existing electrical infrastructure will not be sufficient to support the spaces. AE shall design new electrical panels as required to serve the spaces

   b. Design shall include all plans, elevations, sections, details, diagrams, and schedules showing data closet, distribution, and signaling systems.

   c. Removal 100% of all existing electrical systems.

   d. Designer should include and coordinate all security, fire, telecommunications and data.

   e. Design shall include power and data connections to systems furniture.

   f. Design shall include all interior. Emphasis shall be placed on use of LED fixtures.

   g. Design shall include all exterior lighting. Emphasis shall be placed on use of LED fixtures. See previous projects for fixture design styles.

   h. Include power as required to support equipment and Mechanical systems.

7. Low Voltage

   a. Design shall include all plans, elevations, sections, details, diagrams, and schedules showing data closet, distribution, and signaling systems.

   b. Designer should include and coordinate all security, fire, telecommunications and data.

   c. Building shall be served by Building 222 Data closet. Utilize existing underground conduit and pull boxes adjacent to building 223 to the greatest extent possible. Install new pull boxes and underground conduit as required for connection to building.

   d. Include in the design a secure data closet solution for building.

   e. The Design shall include addition of Lenel security system to the building. The panel must have capacity to add FIPS Compliant HID card readers at building and suite entrances, motion sensors with alarm panel, and the potential to add duress alarms at a future date.

   f. Fire alarm system shall communicate with Building 70's fire alarm system

B. Construction

1. General

a. DB General Contractor shall provide all labor, materials and equipment to accomplish "Renovate Building 223 for Pandemic Storage".

b. DB General Contractor will work with DB AE firm and the VA to develop "Renovate Building 223 for Pandemic Storage".

c. DB General Contractor will be responsible for project management, site supervision, and management of all subcontractors.

d. DB General Contractor will maintain a construction perimeter for the safety of VA Staff and the public.

e. Hours of work: The contractor will be allowed to work on the site 24/7/365. Limitations will only be placed on levels of noise caused by construction activities.

(1) Minimal noise causing activities will be defined as activities causing less than 85dBA. This type of work will be allowed in any location at any time. This type or work includes but not limited to: work not requiring power tools, debris removal, removal/installation of wire, insulation, controls, etc. – This work is allowed at any time.

(2) Moderate noise causing activities will be defined as activities causing greater than 85dBA but less than 120dBA. This type or work includes but not limited to use of power tools, pounding and hammering associated with exterior demolition. -- this work is not allowed outside of the structures from 7pm to 6am.

(3) Extreme noise causing activities will be defined as activities causing greater >120dBa. This type of work be allowed only during heavy noise windows regardless of location. Examples are the use of jack hammers, hammer drills, riveters, oxygen torch, etc. -- this work is not allowed from 7pm to 6am.

(4) See section 01 00 00 GENERAL REQUIREMENTS 1.6 OPERATIONS AND STORAGE AREAS for additional requirements.

2. Demo

a. Demolition consists of, but is not limited to Removal and disposal of the following:

(1) Existing concrete roadway/parking area, existing concrete curbs.

(2) Existing piping, valves, insulation, exterior and interior piping.

(3) Existing electrical systems, duct banks, manholes.

(4) and all other materials required to "Convert Building 223 and 220"

3. New Construction

a. DB General Contractor will provide a complete and functional "Renovate Building 223 for Pandemic Storage" as detailed by the drawings and specifications developed by the DB AE firm.

b. Contractor shall coordinate with 3rd party commissioning agent for complete commissioning of new building. The 3rd party commissioning agent will be hired independently by the VA.

Part IV – Documents

A. References:

1. The A-E shall incorporate, but not be limited to references for design, available at http://www.cfm.va.gov/til/spec.asp or from the project engineer, as applicable:

I. Construction Criteria Base or Whole Building Design Guide.

II. Minneapolis VA Medical Center Design Standards

III. Minneapolis Site Specific Specifications

IV. VA Design Guides/Design Manuals

V. VA Master Specifications

VI. VHA National CAD Standards and Details

VII. VA BIM Guide

VIII. Minneapolis BIM Management Plan

IX. Minneapolis VA Revit Model Standards

X. International Building Codes

XI. State and Federal Regulations

XII. ASHRAE Standards

XIII. NFPA and Life Safety Code

XIV. VA Space Criteria

XV. Fort Snelling West District Report

B. Government Provided Materials:

1. The A-E shall visit the project site to field-verify the information shown on the as-builts. The VAMC does not guarantee the accuracy or completeness of the as-builts. The A-E shall promptly report any discrepancies to the VAMC Project Manager for clarification.

2. The VAMC Project Manager shall provide the A-E with all available as-builts for the design to include:

a. Auto Cad Site plan and all site utility drawings.

b. Scanned documents

c. Concept designs

C. Deliverables:

1. When applicable, design shall be completed using AutoDesk Revit 2019. See attached "Minneapolis VA BIM Management Plan Worksheet" and "Minneapolis VA Revit Model Standards V1" for additional requirements and information.

2. All documents of a digital format shall be uploaded to the Submittal Exchange site – site access will be provided through the VA.

3. Site visits, as necessary to complete the design. In the cost proposal, describe the number of site visits that will be required for each discipline if different than the number noted in paragraph B.2.a

4. The A-E shall arrange site visits with appropriate disciplines as they deem necessary to complete the design.

5. A/E shall use the existing VA facilities models and drawings for basis of design.

D. Reimbursable:

1. Include pricing for reimbursable items:

   a. Design:

      I. Hourly consultation fees for additional work.

E. Proposed Schedule (calendar days):

1. Task Order Awarded – D-Day

2. Design Initiated – D+5

3. Concept Design Meetings and Study Update- D+10

4. 35% and SHIPO report submission D+20

5. 35% Review complete D+30

6. Submit SHIPE report D+35

7. 65% Submission D+65

8. 65% Review Completed by VAMC – D+75

9. 95% Submission – D+90

10. 95% Review Completed by VAMC – D+100

11. Complete Construction Documents D+115

12. Construction start D+101

13. Construction completed+365

- Floor plans and details, elevations, structural plans and details, mechanical electrical, and plumbing.

- 100% design review: Provide complete edited draft copy of all specification sections for final review

- Construction Documents: Provide one (1) hard copy size: ANSI E1 and ANSI C complete set of construction drawings. In addition, provide PDF as well as .DWG and. RVT

Part V – Requirements:

A. Post Award Requirements:

1. Design Review Submissions:

a. The Design-Build Team A-E (D-B A-E) shall prepare and submit complete construction documents for review and approval by the VA in accordance with standard professional practice, the Department of Veterans Affairs RFP (VA RFP), and prevailing codes.

b. The documents may be divided into multiple review submission packages. The VA will review as many as six (6) package submissions (examples: demolition, civil, architectural, structural, mechanical, electrical, plumbing etc.) to facilitate the start of construction.

c. All submission packages will be reviewed at 35%, 65%, 95% and 100% completion stages. Each submission package shall incorporate the final review comments from the previous review. If any package is not complete for the required stage a post review may be required, the cost of which will be borne by the DB Team.

d. Each review submission package shall include the following:

(1) Construction specifications

(a) 35% design review: Provide Table of Contents including all VHA master specification, indicating which specifications will not be included

(b) 65% design review: Provide edited Table of Contents including all VHA master specification applicable to this project.

(c) 95% design review: Provide complete edited draft copy of all specification sections.

(d) 100% design review: Provide complete edited draft copy of all specification sections for final review

(e) Construction Documents: Provide 1 complete set of construction specifications in hard copy, and pdf.

(2) Construction drawings (including RFP and submittal log).

(a) The package will include an index of drawings (by sheet number and title) and specifications (by section number and title) submitted. The packages will be distributed to the VA Project Manager, the VA Medical Center, VA COR and others as determined to be appropriate by the VA Project Manager35% design review: Provide two (2) hard copy size ANSI C, and PDF review sets. Upload to VA specified electronic document management system.

(b) 65% design review: Provide two (2) hard copy size ARCH C, and PDF review sets. Upload to VA specified electronic document management system.

(c) 95% design review: Provide two (2) hard copy (1) ARCH C and (1) ARCH E1, and PDF review sets. Upload to VA specified electronic document management system.

(d) 100% design review: Provide two (2) hard copy (1) ARCH C and (1) ARCH E1, and PDF review sets. Upload to VA specified electronic document management system.

(3) Cost Estimates

(a) Provide construction estimates at each review stage (35%, 65%, 95%, and 100%). Estimate will be used to confirm compliance with construction budgetary requirements. Provide line item cost estimate using 2018 RS Means Facilities Construction Cost Data with Minneapolis location factor, or an equivalent acceptable substitute. Cost estimate shall include Item Number, Item Description, Quantity, Unit, Material Cost, Labor Cost, Total, and Total including Overhead and Profit.

(4) State Historical Preservation Office (SHPO) Review.

(a) Each review submission is required to be submitted to SHPO for review. SHPO requires a 30-day review period from time of submission. Send project review materials in hard copy by mail or courier to:

(i) Sarah Beimers
Environmental Review Program Manager
State Historic Preservation Office
203 Administration Building
50 Sherburne Ave
St. Paul, MN 55155

(b) Each submission must include all items as detailed in the SHPO Scope of Work Form as well as design drawings.

2. Design Review Meetings:

a. The Design-Build Contractor shall attend meetings at the time and place requested by the Contracting Officer and COR. Minutes of the meetings shall be taken by the Design-Build Contractor and submitted to the Contracting Officer and COR.

b. A review meeting to resolve design issues will be held for each design review package submitted. The meeting will include discussion of VA comments on functional relationships and technical peer review comments (by others).

c. Participants will include VA Staff and D-B team members as appropriate for the specific package to be reviewed. D-B team management will be present at each review meeting.

d. The D-B team shall allow a minimum of ten (10) working days for each review cycle. A cycle includes:

(1) The VA's receipt of the design review submission package

(2) The review meeting

(3) D-B teams' receipt of comments from the VA, either electronically or by hard copy delivery

(4) Coordination of the review meeting schedules will be the responsibility of the VA Project Manager/COR and the D-B Team Project Manager. See section I. Quality Assurance/Quality Control.

3. Electronic Media:

a. Design review submission drawings and final Construction Document submission drawings will be executed in electronic format Revit 2019. See attached Minneapolis VA BIM Management Plan Worksheet and Minneapolis VA Revit Model Standards V1 for further information.

4. Professional Licensing:

a. The D-B A-E who prepares the construction documents shall be a professional architect or engineer licensed in the state of Minnesota.

b. The professional seal indicating such license by the state shall appear on the final construction documents. The architect whose seal is shown will be known as the Architect of Record. The D-B A-E shall certify compliance with the VA RFP and all applicable codes.

5. Approved Construction Documents:

a. The final construction document submission package will be submitted by the D-B team for approval by the VA after completion of the 100% review cycle for the final package to be submitted by the D-B team. The VA will have seven (7) calendar days to take approval action.

b. The final construction documents submission package will include:

two (2) hard copy size ANSI E1 and ANSI C complete set of construction drawings. Additionally, the contractor shall provide PDF, DWG, and RVT. All documents will be uploaded to the VA specified electronic document management system.

c. The final construction documents submission package will incorporate all VA supplied comments from the earlier 35%, 65%, and 95% submission package reviews and will comply with the VA RFP and SOW and shall include all responses to VA comments.

d. If the final construction documents submission package is not complete, a post submittal may be required the cost of which will be borne by the D-B Team.

e. The approved final construction documents include such details that the project can be constructed and will be used for construction of the project.

f. See Part IV, E2 Construction Period Submittals for Approved Construction Document distribution.

6. Construction Drawing Preparation - Mandatory material and equipment schedules and details may be indicated either on the drawings or in the specifications, at the option of the D-B team. The construction drawings shall include a coordinated set of the following:

a. Civil engineering drawings including demolition plans, grading and drainage plans, paving plans, utility plans, schedules calculations and details.

b. Landscape drawings including demolition plans, landscape plans, plant schedule and list, special landscape elements, proposed materials to be used for each special landscape element, calculations and details.

c. Structural drawings including foundation plans, framing plans, schedules, and details, including general notes and all calculations.

d. Architectural drawings including floor plans, building elevations, building sections, wall sections, radiation safety, reflected ceiling plans, stair details, toilet and bath details, door schedules and details, window schedules and details, room finish schedules, auto transport and other details.

e. Fire protection drawings including floor and roof plans, riser diagrams, equipment schedules, and details, including general notes calculations and all related calculations.

f. Plumbing drawings including floor and roof plans, riser diagrams equipment schedules, plumbing fixture schedules, and details, including general notes, and all related calculations.

g. HVAC drawings including floor and roof plans, one-line flow diagrams, equipment schedules, and details, including general notes and all related calculations. Also provide sections for mechanical equipment rooms and sequence of operation for all HVAC equipment.

h. Outside steam distribution drawings including demolition plans, system plans and profiles, manhole piping plans, calculations and sections, equipment schedules, and details.

i. Electrical drawings and specifications including site demolition plans, site, floor and roof plans (power, lighting, controls, and other systems), one-line diagrams, panel schedules, equipment schedules, light fixture schedules calculations and details.

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

k. Parking Control drawings including paving plans, schedules calculations and details for the parking fee collection/parking control system for the entire West Haven Facility.

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

a. The name of the manufacturer, the product name, model number, or other identification as appropriate to clearly identify the product that will be used in the construction of the project;

b. Other data as appropriate to clearly identify the product that will be used in the construction of the project i.e. shop drawings, product data, and samples as required by the VA RFP documents; and

c. The required stamp of the licensed architect or engineer of record will be considered as certification of compliance with the RFP requirements.

8. Design Requirements - Compliance with codes and standards

a. Project design shall follow applicable standards and codes described in VA Program Guides and design materials included or referenced in the solicitation materials.

b. In the design of new building and alteration work under this contract, the D-B team shall consider all requirements (other than procedural requirements) of:

(1) Zoning laws

(2) Environmental and erosion control regulations

(3) Laws relating to landscaping, open space, minimum distance of a building from the property line, maximum height of a building, historic preservation, and esthetic qualities of a building. Also, similar laws, of the State and local political division, which would apply to the building if it were not to be constructed or altered by the U.S. Government.

c. The D-B team shall consult with appropriate officials of the Federal, state, and political subdivision, and submit plans under the rules prescribed by those reviewing authorities. The A-E and VA shall give due consideration to the recommendations of the referenced building officials. VA will also permit inspection by the officials described above during the construction period in accordance with the customary schedule of inspections in the locality of the building construction. Such officials shall provide VA with a copy of the schedule before construction begins or give reasonable notice of their intention to inspect before conducting an inspection.

d. The D-B team shall provide prompt, written notification to the Contracting Officer concerning conflicts with, or recommended deviations from codes, laws, regulations, standards, and opinions of review officials as described above. No work altering the scope of this contract shall be undertaken prior to receipt of written approval from the Contracting Officer.

e. No action may be brought against the D-B Team or VA and no fine or penalty may be imposed for failure to carry out any of the previously described recommendations of Federal, state, or local officials. VA and its contractors shall not be required to pay any amount for any action taken by a state or political division of a state in carrying out functions described in this article, including reviewing plans, carrying out on-site inspections, issuing permits, and making recommendations.

f. The D-B team shall advise the Contracting Officer of any variances with the applicable Department of Labor, Occupational Safety and Health Standards, for occupancy requirements.

9. Quality Assurance/Quality Control:

a. To reduce design errors and omissions, the D-B team shall develop and execute a QA/QC plan that demonstrates the project plans and specifications have gone through a rigorous, thorough review and coordination effort.

b. No later than 15 calendar days after receipt of Notice to Proceed, the D-B Team will submit a detailed QA/QC plan describing each QA/QC task that will be taken during the development of the various design submission packages and the name of the D-B Team member responsible for QA/QC. The D-B team shall provide written proof of the QA/QC process at each submission.

c. Upon its completion, each task shall be initialed and dated by the responsible D-B Team member.

d. A 100% completed QA/QC plan shall be submitted with the final construction document submission package.

B. Construction Period Submittals

1. The D-B contractor shall distribute construction documents prepared by the D-B Team to the VA, as required in the SOW.

2. Other submittals - The D-B team shall submit test results, certificates, manufacturer's instructions, manufacturers field reports, etc. as required by the VA RFP specifications, to the COR.

3. Project record drawings - The D-B team will maintain a set of construction documents (field as-built drawings) to record actual construction changes during the construction process as required by the RFP specifications. The project record drawings will be available for review by the VA COR at all times.

4. Shop drawings and submittals - The D-B A-E shall check government furnished and/or the D-B construction contractor's shop drawings, detail drawings, schedules, descriptive literature and samples, testing labor-laboratory reports, field test data and review the color, texture and suitability of materials for conformity with the RFP Documents and construction documents. The D-B A-E shall recommend approval, disapproval, or other suitable disposition to the VA COR. The COR will have final approval authority. The D-B A-E shall evaluate the submittals with reference to any companion submittals that constitute a system. When necessary, the D-B A-E will request the D-B Construction Contractor to submit related components of a system before acting on a single component. Should this procedure be inappropriate, the D-B A-E shall review all prior submittals for related components of the system before acting on a single component. The D-B A-E shall notify the VA COR in writing of all deviations from the requirements of the construction documents that he has found in the submittals.

C. Project Close-Out

The D-B team shall comply with the requirements in FAR 4.804 Closeout of Contract Files, for submission of final RFP as built drawings, manuals, and other documents as noted. Required as built drawings and specifications will be submitted in the same format required for the construction documents.

D. Site-Visits and Inspections

During the construction period the D-B A-E shall make weekly visits to the project site when requested by the COR. The COR may also request visits for special purposes. Only registered architects and engineers thoroughly familiar with the project may make these site visits. The COR has the prerogative to determine the professional discipline(s) required for any visit. The D-B A-E shall observe the construction, advise the COR of any deviations or deficiencies or solutions to issues discussed. A site inspection report which includes the purpose of the inspection, items reviewed, deficiencies observed, recommendations and additional actions required, shall be furnished to the COR within three (3) calendar days following the site visit date.

End of SOW