Appendix C: Basis of Design Narrative

**This appendix is used to list all agency specific requirements. This suggested (not required) outline is a list of topics to be considered and a frame work to present them to offerors. This outline is neither all-inclusive nor a “shopping list” of options to be used by the Project Team to allow the end users to add requirements to a project. The project team in conjunction with the end user must provide all project and location specific requirements for the facility *and* its operation. If the Turn Key tenant improvement method is being utilized to price the lease it is imperative that all requirements not otherwise required by the base lease or local codes are included in this appendix because every requirement added during design will be a modification with cost implications. If the Tenant Improvement Allowance pricing method is being utilized the more requirements captured in this appendix the closer the IGE (and established budget) will be to the actual Tenant Improvement buildout costs determined after design completion by the awardee.**

This appendix contains Agency Specific Requirements that must be included in the construction and operation of the leased premises. These requirements supersede any conflicting requirements in the standard lease template.

**I. Healthcare Requirements**

The lease is for a healthcare facility and as such local building codes do not capture all requirements need for the facility to be accredited for operation after the completion of construction. Appendix D contains the additional standards and codes that must be met to ensure accreditation. Several standards and codes depend on the types and quantities of services provided to determine requirements.

NFPA 99

For NFPA 99 Chapter 5 the VA has determined medical gases, air vacuum systems are required at the following locations and are considered category XXX.

**List locations by Room or Service as listed in the PFD.**

For NFPA 99 Chapter 6 the VA has determined the following spaces are Category 1 or 2 spaces requiring appropriate Essential Emergency Systems.

**Include table of all Rooms that are Category 1 or 2 with a column identifying them as Category 1 or 2.**

For NFPA 99 Chapter 7 the VA has determined the following systems to be Category 1, 2 or 3.

**Include list of IT systems and category (if any.)**

NFPA 101 and IBC

**The number of incapacitated patient determines multiple code requirements and each code has a different value to determine when additional requirements kick in. Codes can even very across jurisdictions hence it is appropriate to state the number and never exceed to remain code compliant.**

For developer to properly determine occupancy type, the VA intends to simultaneously treat XXX patients at any given time who are incapable of self-preservation.

The Joint Commission (THJ)

**The project team must review the VAMC’s local TJC plans to determine what if any facility requirements need to be included in the lease project. First consideration should be to modify the local plan if possible and reasonable to eliminate facility requirements. Example – we are not following VA Standards but a local TJC plan may state that the environment of care is designed per VA standards; this local policy should be rewritten to state environment of care is designed per FGI standards.**

The following lists are location specific VA TJC standards that must be included in the construction and operation of the lease. (Lessor shall refer to all TJC standards to ensure they understand and apply all the requirements.)

**Team should list local TJC requirements that can’t be met by modifying policy.**

**II. General Site Requirements**

**List here any site specific requirements that are not included elsewhere in the lease. Examples could include covered drop off, bus shelter, multi textured physical therapy path.**

**III. Building Features**

**List here any building requirements that are not included elsewhere in the lease. Examples include raised load dock(s), roll up doors, separate employee entrance, separate physical therapy space entrance, automatic entrance doors. Minimum ceiling height of 9’.**

**IV. Security Requirements**

**Refer and coordinate with Standard FSL Level II requirements. List here actual locations that items (duress alarms, security cameras, electronic controlled access) will be required and any system requirements needed (compatibility and integration with existing VAMC system, ect.)**

**V. Special Space Requirements**

**List spaces requiring special systems or constructions not include elsewhere in the lease or code. Example OIT Server room requires HVAC 24/7**

**VI. Commissioning Requirements**

In addition system commissioning requirements call out in FGI the developer will also test and commission all sound rated walls required by FGI.

**List any additional commissioning requirements not already covered elsewhere. Sound rate walls are listed specifically as they have been a problem area previously.**

**VII. Maintenance Requirements**

Lessor will maintain utilities and equipment as prescribed by local codes and references listed in Appendix D. Lessor will provide records of the maintenance in the format and frequency required by the VAMC to ensure compliance with TJC.

**VIII. Environmental Management Plan**

**Project Team will work with VAMC to determine who will provide cleaning services for the facility. Base lease document will need to be edited to reflect the needs. If the lessor is performing cleaning services, the VAMC should provide a detailed plan stating frequencies and requirements. That plan should be inserted here.**