

UTILITY AGREEMENT REQUIREMENTS

DEPARTMENT OF VETERANS AFFAIRS
OFFICE OF FACILITIES MANAGEMENT
DESIGN AND CONSTRUCTION UTILITY RESPONSIBILITIES FOR ARCHITECTS AND
ENGINEERS

LOCATION:

PROJECT TITLE:

PROJECT NO.:

SCHEMATICS/DESIGN DEVELOPMENT

CONSTRUCTION DOCUMENTS

DEVELOPMENT OF UTILITIES, PERMITS, AND OTHER SITE FACILITY RESOURCES

The development of this project should anticipate possible enlargement, and/or utility connections and site facilities owned and operated by organizations outside of the Government. The Architect-Engineer should review the conditions of all utilities and site facilities as they exist and determine their adequacy with regard to the new requirements imposed by the scope of this project. If the Architect-Engineer should determine during the development of this project that any on-site or off site utilities and/or facilities owned and operated by agencies or organizations other than the Department of Veterans Affairs may require adjustment to facilitate service for this project, it shall include such recommendations with its submission. Such description should include load requirements, service characteristics, cost analysis, and schematic drawings, if required, to show the proposed points of connection. The Architect-Engineer is not authorized, however, to make any commitments on behalf of the Government to such outstanding organizations.

The Architect-Engineer will investigate various design alternatives for each utility service. The firm will also prepare appropriate technical data and meet with, or otherwise coordinate with, the government agency or private utility firm responsible for each utility service. The Architect-Engineer will submit appropriate recommendations and technical design data to the Contracting Officer subsequent to this development and evaluation phase. The Department of Veterans Affairs will then contract the Government agency or private utility to negotiate the terms of a "Utility Agreement" to construct necessary utility facilities, obtain permits, or to make arrangements for others to obtain permits.

The Architect-Engineer shall, prior to the first Design Development Review, prepare a "Permitting Report". This report shall include permitting requirements for all utilities or

approvals from state, county or city necessary to construct and operate the facilities for the project. Sample permits and the names, addresses and phone numbers of the appropriate authorities shall be provided in this report. This report will specify the responsible party (A/E, VA, contractor) for the preparation of required permit application, approximate time frame required to submit and process each application as well as the estimated cost.

The Department of Veterans Affairs will be responsible to act as the Contracting Officer for all utility agreements and permits with government agencies and private utility firms in negotiations, specific terms and processing of payments for the utility service. The Architect-Engineer is responsible for the review of "utility agreements" to assure that they are not in conflict with plans, specifications or other contract documents.

Utilities and permits include, but are not limited to, power, water, gas, sewers, stormwater, streets, street lighting, traffic signals, fire alarm system, trailers, demolition, dredge and fill, health, boiler, and incinerator construction and operation. Telephone and telecommunication systems are not considered to be utilities.