



# The Ultimate Guide for Planning, Preparing, and Executing Projects Under OSHPD Jurisdiction

Guide for Working on Projects Under OSHPD Jurisdiction

## Who Made the Current Changes?

- Paul Coleman was tasked with overall coordination of the project
  - Mr. Coleman has more than 140 years of varied in-depth experience in the Healthcare Industry
  - Mr. Coleman provided overall wordsmithing and editing of the document, including the drafting of some new Sections and Subsections
- Lori Campbell provided overall formatting and cleanup (An area where Mr. Coleman lacks expertise)
- Technical Experts were brought in to review and edit their respective sections
  - Architectural: Paul Coleman, Senior Architect, with assistance from Eric Jacobsen, Architect, Supervisor HFR, and his team
  - Fire Life Safety: Nancy Timmins, Chief Fire Life Safety Officer
  - Structural: Dr. Roy Lobo, SE, PhD, Principal Structural Engineer, and his team
  - Mechanical and Plumbing: Larry Enright, ME, Senior Mechanical
  - Electrical: Jamie Schnick, EE, Senior Electrical
  - IOR and TIO: Paul Coleman, former CO, RCO, and IOR, and Joe LaBrie, SE, Regional Compliance Officer HFC
- Review and Acceptance
  - Chris Tokas, SE, F.SEAOC, CBO
  - Richard Tannahill, Architect, Deputy Division Chief
  - Mia Marvelli, Architect, Supervisor HFR

# What has Changed?

## General Stuff:

- Relocated some Sections, Subsections, and/or portions of Sections
- Some wordsmithing to simplify sentences or phrases and to reflect Mr. Coleman's more than 140 years of experience in the healthcare industry
- Consistency and cleanup in formatting
- Standardized code references to use Title 24, CAC, CBC, CMC, CPC, CEC, CFC, CESC, and CEBC
- Some topics impact multiple disciplines; therefore, they have been added as separate Sections – such as Energy Codes, Seismic Compliance, Building Information Modeling, Project Closure, etc.
- Added new Sections
- Provided more cross-referencing between Sections and /or Subsections
- Added reference to documents and websites and provided hyperlinks

# What has Changed?

## Preamble:

- Identified code that is reflected in the version being published

## How to use This Guide:

- New section. This Section was drafted by an OSHPD expert

## SECTION 1: Introduction to the Office of Statewide Hospital Planning and Development

- Added commentary regarding the renaming of OSHPD to HCAI and FDD to OSHPD
- Moved information regarding processes from Subsection 1.0 to Subsection 1.5 and made revisions
- “OSHPD Structure” retitled to “OSHPD Organization” and added additional Support Section Unit and expanded on HBSB’s role
- Expanded information in Subsection 1.6 regarding the ESP

# What has Changed?

## **SECTION 3: Plan Design and Review Guidelines**

- Added information regarding Incremental Submittals and Integrated Review for large projects
- Added Subsection 3.2B regarding Time Limitations
- Added Subsection 3.3.E – Additional Architectural Drawing Content
- FLS - eliminated most detailed checklists and referenced Quality Assurance Checklists, PINs, CANs, applicable code sections, etc.
- Changed “Equipment Anchorage” subsection to “Anchorage and Bracing of Equipment and Systems”
- Added new Subsection 3.9 – Part 6 of Title 24 – Energy Code Compliance (CESC)
- Added new Subsection 3.10 – Seismic Compliance
- Added new Subsection 3.14 - Building Information Modeling (BIM)
- Added new Subsection 3.15 – Project Closure
- Contents updated and new Sections/Subsections drafted by OSHPD Experts

# What has Changed?

## **SECTION 4: Inspector of Record Guidelines, and**

## **SECTION 5: Testing, Inspection,**

- Added information regarding the 3 levels of IORs that OSHPD certifies and the extent of hospital construction each is permitted to inspect
- Revised “Code of Ethics” to be “Conduct Relative to Performance.” Referred to applicable CAC Sections
- Paraphrased IOR duties instead of citing CAC
- Added Subsection regarding Project Closure
- Contents updated by the OSHPD Experts, including a former IOR, CO, and RCO, and the current RCO of the ISU
- Eliminated detailed description of the IOR’s Inspection Request Program as these may vary widely between IORs
- Added term Certified Hospital Inspector (CHI)
- Changed Testing Laboratory to be Approved Agency

# Certified Hospital Inspector



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## What has Changed?

### SECTION 6: Guidelines for Contractors Working on OSHPD Projects

- This is a new Section. It replaces the section titled: "Guidelines for working with OSHPD Field Staff. This Section was drafted by a General Contractor.
- Includes the following Subsections:
  - Introduction
  - Overview of the Process
  - Inspector of Record
  - Testing, Inspection, and Observation Program (TIO)
  - Preconstruction Meeting
  - Inspection Request Program
  - Challenges and Recommendations

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# What has Changed?

## **SECTION 7: Guidelines for Hospitals Working with OSHPD**

- Emphasized impacts of Amended Construction Documents throughout the Section
- Added new Subsection 7.8 – Close-out Phase
- Added new Subsection 7.9 – Commissioning, Start-up, and Occupancy/Use (Activation)
- Contents edited by an expert – former Staff Architect for a General Acute Care Hospital

# What has Changed?

## **SECTION 8: Guidelines for Project Closure**

- This is a new Section. This Section was drafted by a an OSHPD expert.
- Includes the following Subsections:
  - Introduction
  - Types of Project Closures
  - Project Team Closure Responsibilities
  - Owner's Responsibilities
  - Why is Closure in Compliance Important?
  - Re-opening Closed Projects

### **GLOSSARY:**

- Edited by a bureaucrat

# What is Remaining to be Done?

- Update/Replace Images
- Finalize formatting
- Make hyperlinks in the Guide functional
- Remediation of the Guide (Accessibility)
- Final Review by OSHPD Executives