CASCADES

Facility Delivery Lifecycle Key Considerations Worksheet

PLAYBOOK:
View the playbook for other opportunities and resources

What is this worksheet for?

This worksheet is part of the Food Infrastructures for Planetary Health Playbook, which aims to support informed decision-making related to food infrastructures for planetary health throughout the planning, design, construction, ongoing operation retrofitting (and even decommissioning) of Canadian healthcare facilities. These sequential stages are known as the Facilities Delivery Lifecycle (see figure below).

Project Definition & High Level Planning → **Facility Planning & Business Case** → **Design** → **Construction** → **Occupancy & Post-Occupancy** → **Deconstruction & Reuse**

This worksheet is a living document. We are interested in your feedback on the content and its utility. Feedback to evaluate and improve this worksheet can be shared by completing this survey.

How to use this worksheet?

This worksheet was created to provide individuals involved in the development of healthcare facilities with **specific considerations and questions to keep in mind to ensure food infrastructures for planetary health can be developed and implemented.**

You can download or print this worksheet to document your answers. Feel free to share this resource with colleagues that might be involved along the different stages of facilities development.

Key Actors table: who should be involved in each stage

FACILITIES DELIVERY LIFECYCLE STAGES

Project Definition and High Level Planning

Site Planning, Site Program, Site Priorities Plan

This is the initial stage in a construction project, whether it is a new build, redevelopment or retrofit. This is **when the project purpose and idea are formed and project goals and objectives defined.** It is important that all involved at this stage understand food as medicine as a key component of quality care.

- Embed food as medicine into your core project purpose, goals, and values case and to ensure food priorities and co-benefits are integrated into facilities planning.

	Our project	Food as Medicine
Purpose		
Goals		
Values Case		

- Describe potential co-benefits for planetary health equity, i.e. patient healing, staff wellbeing, population health, ecological health, community resilience, health equity, and reconciliation and Indigenous rights.

- List all relevant food-specific requirements in your jurisdiction (e.g. food safety regulations; food security policies; Host Nation sacred and natural laws and cultural protocols regarding stewardship / harvesting / food sovereignty, etc.).

- Describe Host Nations approaches, needs and priorities around food. How could you work together respectfully and reciprocally? What initiatives / relationships already exist that you could build on? Are there any Indigenous laws, values, protocols, and/or design guidelines that your organization should adopt or has already adopted?

- Describe how best to engage your Indigenous Engagement/Health teams (ask them)

- What other local "food assets" already exist in your system? Who needs to be involved?

Facilities Planning and Business Case

Opportunity Brief, Concept Plan, Clinical Services Plan, Functional Program, Business Plan, Budget

This is the stage when **opportunities are explored and costed to test for viability and feasibility**. It is critical that the business case includes all food related strategies (e.g. design of spaces, systems, etc.) to effectively integrate food infrastructures and consider all co-benefits to allocate sufficient budget; since it is nearly impossible to add them later.

- Revisit all steps from the previous stage to ensure **relevance and alignment** is maintained.

☐ **Done** ☐ **Not yet**

- Identify **who is impacted** and how to properly engage them to ensure decisions reflect their needs. Work with your Indigenous and Community Engagement Teams to understand what can be done in-house and what external support needs to be procured.

	Who	How to engage
Actors		

	Supports
In-House	
External	

- Collaboratively establish **guiding principles**, opportunities, and strategies to ensure that food priorities remain embedded in Health Authority priorities.

Principles	Opportunities	Strategies

- Identify the **food infrastructure action areas** applicable in your facility that will support planetary health. Ensure they are included in the business plan, along with necessary expenses to undertake feasibility studies as needed.

Food infrastructures	Planetary health co-benefits

- Establish how **implementation success** will be measured, at what time, and with what key metrics.

- Consider **opportunities for deconstruction and re-use**, and how related requirements would need to be integrated in plans, budget and subsequent design and construction.

Opportunities for deconstruction and re-use	**Requirements for integration** (What needs to be done/who needs to be involved/when)	**Planetary health co-benefits**

- Work with relevant design disciplines that are part of the project to integrate food infrastructures into their schematic designs.

Relevant design disciplines	**Point of contact**

- Work with costing lead (e.g. Quantity Surveyor) to ensure food infrastructure designs are costed accurately - i.e. using true cost lifecycle accounting reflecting co-benefits using best available information.

Costing Name (name and contact info)	**Has true-cost lifecycle costing, integrating planetary health co-benefits been integrated?**	
	☐ **Yes** ☐ **No**	**If No, why not:**

Design

Schematic Design, Design Development, Contract Documents

During this stage, construction drawings and specifications (i.e. contract documents) are developed; therefore, **food infrastructures need to be included, integrated across disciplines and scopes of work and continually reviewed for alignment and effectiveness.** All relevant design disciplines need to be aware of the project's food related priorities as these will affect their respective areas of work and how they interface with others'.

- Identify **studies required** to understand feasibility, scope, and opportunity of food infrastructures to inform design development.

- Review designs for **effective integration** of food infrastructure design strategies at key design review milestones

- ☐ **SD**
- ☐ **DD**
- ☐ **30% CDs**
- ☐ **60% CDs**
- ☐ **95% CDs**
- ☐ **BP**
- ☐ **IFT/IFC**

- Identify **food infrastructure goals and objectives** in the conversation.

Goals/Objectives	Key design strategies	Co-benfits

- Ask for clarity on changes to food infrastructure designs to support **lessons learned** for future projects:

Key learning	Key shifts required	Key actors involved	Key facility delivery lifecycle intervention points (*key leverage points*)

- Ensure **food infrastructure requirements are adequately represented in all contract documents** (i.e. drawings and specifications) to ensure that bidders have the necessary information to build the facility with the designs specified.

Drawings	Specifications
☐ **Architectural**	☐ **Architectural**
☐ **Mechanical**	☐ **Mechanical**
☐ **Structural**	☐ **Structural**
☐ **Electrical**	☐ **Electrical**
☐ **Landscape**	☐ **Landscape**
☐ **Kitchen Consultant**	☐ **Kitchen Consultant**
☐ **Interior Design**	☐ **Interior Design**
☐ **Other:** _____	☐ **Other:** _____

Construction

This is the stage during which facilities projects are physically built: structures are erected or renovated, equipment is installed, and services are connected. During this time, the number of people involved grows significantly, making coordination critical to ensure alignment and achieve the desired performance. **Note that changes at this stage are typically most expensive, making the investment in a robust, integrated and inclusive pre-design process beneficial at this time.**

- Work with the Prime Consultant and Project Manager **to ensure alignment of priorities is maintained and executed as designed**. Review progress as needed. How will you review progress?

- **What reviews are required when and by whom** to confirm effective integrated performance?

- **What challenges did you encounter? What lessons did your team learn** that can be useful for future projects?

Occupancy & "Post Occupancy"

Including Operations & Maintenance

Occupancy is when the facility can be used for functions as planned. Before "moving in", verifying systems and equipment is required to ensure all are operating as designed and that staff know how to operate the equipment properly.

Post Occupancy is when you can start measuring key performance indicators in relation to priority impacts and benefits (e.g. care-recipient health, staff well-being, environmental performance, and low carbon resilience). This input can help Operations and Maintenance teams maintain proper function and adaptively manage as conditions change.

- Get feedback on food infrastructures.

- What **metrics** (identified in earlier stages) need to be tracked? **How? By who?**

- Who needs what **supports** (training, resources, other) to do this?

- Gather **additional lessons learned** to inform future projects.

- What **additional supports** might be required to put these learnings into practice?

Deconstruction & Reuse

While deconstruction and re-use happen at the end of a facility's lifecycle, considerations need to be included from pre-design through design and construction to be effective (or even possible).

- What considerations need to be included from pre-design through design and construction to effectively integrate deconstruction and/or re-use.

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