

DOCUMENT REVISIONS 7/2014

Project Management Forms-Policies/Guidelines

(Basic Steps Checklist for Design/Bid/Build Projects SBP/BSC)

A. SETTING UP A PROJECT, 3. Construction Project Application SC4.1 modified to accept the new project number format.

B. STARTING THE PROJECT, 4. Requirement to advertise for professional services “at least once in a daily newspaper of general circulation” was changed to “electronic access or in a newspaper of general circulation”.

B. STARTING THE PROJECT, 9. Language was added allowing for discretionary selection of professional services less than or equal to \$25,000.

B. STARTING THE PROJECT, 17.b. Threshold for Performance and Labor and Materials Payment bonds increased up to \$150,000.

D. A/E SUPPLEMENTS/CHANGE ORDERS/AMENDMENTS, EMERGENCY FIELD CHANGE ORDERS, 6. Language was added requiring final adjustment of emergency field change order cost and time to be prepared on a standard change order (SC-6.31).

F. CLOSING THE PROJECT, 9. Final Settlement and threshold increased up to \$150,000.

(Small Construction Purchases SBP/SCP)

FIRST PARAGRAPH, language was added citing legislative goal of at least 3% of new contracts awarded to Service-Disabled Veteran Owned Small Business.

PROCESS FOR STATE AGENCIES, Final Settlement and Performance and Labor and Material Payment bonds thresholds increased up to \$150,000.

SERVICE-DISABLED VETERAN OWNED SMALL BUSINESS, section added including definition and agency annual reporting requirements.

GENERAL, “BIDS notice” changed to “BIDS/CORE notice” and “State Buildings Program” changed to “Office of the State Architect”.

(Public Projects SBP/PP)

FIRST PARAGRAPH, language was added citing legislative goal of at least 3% of new contracts awarded to Service-Disabled Veteran Owned Small Business.

PROCESS FOR STATE AGENCIES, Definition of Service-Disabled Veteran Owned Small Business and agency annual reporting requirements added.

GENERAL, “BIDS notice” changed to “BIDS/CORE notice”.

(Notice of Contractor’s Settlement SBP/NCS)

Final Settlement threshold increased up to \$150,000.