

News From Design, Construction & Compliance

Office of Facilities and Procurement Management
Department of Administration
State of Kansas

July 2013

OFPM is pleased to announce the release of the July 2013 Building Design and Construction Manual.

We recommend you review the manual in its entirety; however the following is a summary of the more significant items we clarified.

- We have had a name change. Procurement and Contracts (Purchases) has joined what used to be the Office of Facilities and Property Management. We are still OFPM but it now stands for Office of Facilities and Procurement Management.
- All submittal information except for bid document deliverables has been incorporated into one chapter, Part A - Chapter 4. Bid document deliverables, not used on every project, were kept in the Part A - Chapter 6 – Bidding through DCC Plan Room.
- We have added a new form 120a – Request for Occupancy. This reflects the new requirements of the Office of the State Fire Marshal as well as the DCC requirements. The intent of this form is to be a communication tool to aid in the determination and scheduling of inspections for occupancy.
- Beginning in July 2013 the 1991 ADAAG is no longer required under state statute. 2010 Standards for Accessible Design (2010 ADA Standards) is the applicable state statute.
- We have added flow charts to some of the chapters to help you better understand DCC processes.
- We have revised requirements for the submission of proposals. These changes are also reflected in the advertisements for each project. Late proposals will not be forwarded to the SBAC. The proposals are now:
 - Due in electronic form only, paper copies will only be required of firms that are nominated (shortlisted).
 - Only accepted on CD, DVD or Flash Drive accompanied by a transmittal. E-mails transmittals will no longer be accepted.
 - Delivery time has been moved to 2:00 pm.
- Part B – Chapter 3 – Selection of Design Professionals – Large Projects has been modified to provide a better indication of fee guidelines. The fee percentages have not been changed. The fee guideline charts have been separated by construction type (New, Renovation and Combined) and now extend to projects valued at \$30,000,000. These charts are to be used on all projects. Definitions for the three types of construction are provided in Section 13.0 of this chapter.
- For Regent projects only, the original vellum copies of the bid documents (and supplemental drawings issued) are to be sent to the institution with a copy of the transmittal sent to DCC to confirm the delivery. DCC maintains the record for these documents; the institutions are the repository for them.
- Forms 102 – Fee Negotiating Checklist and 103 – A/E Services List have been combined into one form called 103 – AE Services for Fee Negotiating. It has been modified to show basic services first and additional services as a separate list.
- We have established a new e-mail to be used for all communication concerning architect/engineering proposals, nominations, interviews, selections, and fee negotiations. It should show up in your in-box as Professional Qualifications - professional.qualifications@da.ks.gov. Please add this to your safe senders list.

The October 2012 Building Design and Construction Manual has been moved to archives. Visit the archive portion of this website to view archived information.