

Scope of Services

Engineering Code Compliance Review Firm(s)

Office of Facilities and Property Management – Design, Compliance and Construction

May 2024

1. Respondents should be an individual who is a certified plans examiner or a licensed engineer or a firm who can provide certified plans examiner or a licensed engineer to complete the work.
2. Hourly rates for staff assigned to this contract shall be submitted at the interview. Fees for task orders will be established at the time of assignment and each project assigned will have an agreement for a not-to-exceed amount. Rates may be updated annually with approval of OFPM.
3. Comments should only be code related only.
4. Firm will forward comments to OFPM using OFPM forms. OFPM will forward comments to the design team. Direct communication by the firm with the design team will be approved by OFPM in advance on a case-by-case basis.
5. Work is not guaranteed by the contract.
6. Additional Services may be requested and negotiated but will exclude design.
7. Firm(s) hired for this contract will be able to apply for other work with the State of Kansas but will not be allowed to review work performed by their firm.
8. Please review the [Building Design & Construction Manual](#) for information on our processes and procedures.
9. These reviews will be for new building (vertical) construction, additions, remodeling and site utilities/features connected to that construction.