

Process Summary for Design & Construction Management (DCM) Projects

START

COMPLETION

PROJECT INITIATION

FEASIBILITY STUDY SERVICES ASSESSMENT/PROGRAM DOCUMENTS

Projects exceeding \$750,000 are submitted by the KU client group to CPSM* for the CPC review process. CPAC and DCM* may assist in preparing the required assessments. Once approved, the project is submitted to DCM. For approved projects from the CPC process and/or new project requests for projects under \$750k, the project is submitted to DCM for review of appropriateness and assignment of a DCM Project Manager to coordinate the preparation of a Planning/Programming Study (if over \$750k) or a Feasibility Study (if under \$750k).

Study Service Providers

FUNDING APPROVAL OF PROJECT

The project requestor receives the Feasibility Study or Program from the Project Manager and proceeds to determine source of funding for the project and acquires all university required approvals. The requestor submits the (PPMR) form to DCM with funding source identified and approved.

Funding Sources

DCM DETERMINES PROCESS FOR SERVICES

DCM reviews the funding sources and then determines (based on federal, state, university, and funding regulations) which process the project will follow for design and construction services. The funding dictates how the design services will be procured (assigned or advertised) and which state and university approvals are required prior to procuring the services.

Process Options

DESIGN

DESIGN SERVICES

Based on funding source and type of project, the most expedited method of procuring design services is initiated.

Design Service Options

CONSTRUCTION

CONSTRUCTION SERVICES

Based on funding source and type of project, the most expedited method of procuring construction services is initiated.

Construction Options

TIMELINE
SHORTEST
LENGTHY

DCM
Feasibility Study Includes Budget & Timeline
Limit: \$1,000,000 Est. Construction Cost - Arch. Services
\$1,000,000 Est. Construction Cost - Engin. Services
\$1,000,000 on Union and Athletic Funds

On-Call Consultants
DCM selects from state approved firms - 3 yr contracts for programming, cost estimating, scheduling and design services.
\$1,000,000 est. construction cost limits.

Consultant Procurement
Fund type dictates method to acquire services
Max \$5,000 if contracted directly with university funds
No limit if procured through proper RFQ process with any funds or if selected in any manner with private funds.

OFPM
Kansas Office of Facilities and Property Management in Topeka, KS
(Typically used only for state-funded projects above on-call limits as required)

Non-State Funds (for project purposes)	
Gift	
Non-State Grant/Bond	(Affiliated Corporation Funds - ACF) KU Center for Research (KUCR)
Operating	Kansas Memorial Unions
Operating	Kansas Athletics (and Bonds)
Non-State Funds	(University Accounts) Funds 87-796 (Approx. 130 Comptroller's Non-State funds)
Fund 99	Tuition Enhancement Funds (TE) for Improvements to Classrooms
Fund 180	University Interest Funds (UI) for Deferred Maintenance
Fund 700	Restricted Fee Income (RF)
Non-State Funds	(Federal Accounts)
Fund 711	Federal Family Education Funds (SGF)
Fund 712	Federal - Other Agencies
Fund 715	Federal ARRA Projects
Fund 716	Federal Fiscal Stabilization - ARRA
Fund 717	Federal Restricted FEES Projects
Grant/Bond	KU Center for Research (KUCR)

State Funds (for project purposes)	
Fund 003	Operating State General Funds (SGF)
Fund 30-37	Various State Fund Accounts
Fund 185	State Tax Funds - Infrastructure Maint. (IMP)
Fund 190	Renovation and Repair Projects, etc. (EBF)

Non-State Funds
(includes funds other than taxpayer generated funding)

Process:
The State Educational Institution Project Delivery Construction Procurement Act process (KSA 76-7,125 et seq.) through the Office of DCM and KU Purchasing.

State Funds

Process:
State mandated process through the Office of facilities and Property Management (OFPM) in the Kansas Dept. of Administration.

KU Design & Construction Management (State/Non-State Funds)
Production Services Division
Limit: \$1,000,000 Est. Construction Cost - Arch Services
\$1,000,000 Est. Construction Cost - Engin. Services

On - Call Consultant (State/Non-State Funds)
Design Firms Under 3 yr Contract with State
Limit: \$1,000,000 Est. Construction Cost - Arch Services
\$1,000,000 Est. Construction Cost - Engin. Services

Consultant (State Funds)
Advertised through DCM/KU Purchasing
Design Firms Submit Qualifications Statements
If Short Listed - Interviewed and Selected by Committee
No dollar limit on services

Consultant (State Funds)
Advertised through OFPM/State Purchasing
Design Firms Submit Qualifications Statements
If Short Listed - Interviewed and Selected by Committee
No dollar limit on services

Design Build (State/Non-State Funds) (CM @ Risk)
Design/Construction Management Firms Submit Qualifications Statement to Applicable Procurement Committee (committee dependent upon state or non-state funds)
Short Listed - Submit Proposal - Interviewed and Selected by Applicable Negotiating Committee (committee dependent upon state or non-state funds)
No dollar limit on services

Approvals Required During Design Phase

< \$1,000,000 Projects (State and Non-State)
- KU Requestor
- KU DCM Director
- KU Purchasing (Only Non-State)
- KU Chief Business/Financial Planning Officer
- KU Chancellor
- State Fire Marshal
- State Office or Facilities & Property Management

> \$1,000,000 Projects (State and Non-State)
- KU Requestor
- KU Purchasing (Only Non-State)
- KU Building Committee
- KU DCM Director
- KU Capital Planning Advisory Committee
- KU Vice Provost of Admin./Finance
- KU Provost
- KU Chief Business/Financial Planning Officer
- KU Chancellor
- KBOR Negotiating Committee (Only Non-State)
- State Negotiating Committee
- State Office or Facilities & Property Management
- Kansas Board of Regents Full Review and Approval

KU Facilities Services (State/Non-State Funds)
Projects - Remodels, Dollar Limit = Under \$750,000 (Typ)

Job Order Contracting (State/Non-State Funds)
Projects - Remodels, No Dollar Limit

On - Call (State/Non-State Funds)
Projects - Remodels, No Dollar Limit

Alternate Bid - Affiliated Corps. (Non-State Funds)
\$1,000,000 Limit on Union/Athletics, No Limit on KUCR

Alternate Project Delivery (Non-State Funds)
Projects - Any, No Dollar Limit (CM @ Risk)

Negotiated Procurement (State/Non-State Funds)
Projects - Typ. Building System, No Dollar Limit

Competitive Bid (Non-State Funds)
Projects - Any, No Dollar Limit

Alternative Project Delivery - OFPM
Projects - Any, No Dollar Limit (CM @ Risk) (State Funds)

Competitive Bid - OFPM (State Funds)
Projects - Any, No Dollar Limit

Design Build (State Funds) (Future SB9 - Non-State Funds)
Projects - Any, No Dollar Limit

Approvals Required During Bidding and Construction Phase

< \$1,000,000 Projects (State and Non-State)
- KU Requestor
- KU DCM Director
- KU Purchasing (Only Non-State)
- KU Chief Business/Financial Planning Officer
- KU Chancellor
- State Office or Facilities & Property Management

> \$1,000,000 Projects (State and Non-State)
- KU Requestor
- KU Purchasing (Only Non-State)
- KU Building Committee
- KU DCM Director
- KU Capital Planning and Development Committee
- KU Vice Provost of Admin./Finance
- KU Provost
- KU Chief Business/Financial Planning Officer
- KU Chancellor
- KBOR Negotiating Committee (Only Non-State)
- State Negotiating Committee (Only State)
- State Office or Facilities & Property Management
- Kansas Board of Regents Full Review and Approval

Approvals Required for Feasibility Study
- KU Requestor (authorized official)
- DCM Director/Deputy Director
- Vice Provost for Administration & Finance (if 099 or similar funds to be used)

Approvals Required for Program Study
- KU Requestor
- DCM Director
- CPSM
- CFC**
- CPC
- Funding Authority

Approvals Required Prior to Start of Design Services

< \$750,000 Projects (State and Non-State)
- KU Requestor
- Funding Source Identified
- KU DCM Director
- KU Capitol Planning Advisory Committee
- KU Chief Business/Financial Planning Officer
- Kansas Board of Regents staff approval

> \$750,000 Projects (State and Non-State)
- KU Requestor
- Funding source identified
- KU DCM Director
- KU Program Committee
- KU Provost
- KU Chief Business/Financial Planning Officer
- KU Chancellor/CPC Process
- Kansas Board of Regents full review and approval
- State Governor and Legislature (only state funds) and State Joint Committee on State Building Construction (approval on state funds, advisory on non-state funds)

* CPSM and DCM are in the process of being reorganized into a single department anticipated to be named Campus Planning & Development (CPD).
**CFC is Capital Finance Council, comprised of KU's Chief Business /Financial Planning Officer, DCM Director, and other officials as appropriate.