



3344-65-25 Procurement policy for facility planning, design and construction services.

All university procurement of facility planning, design and construction services shall originate with the office of the university architect (OUA).

(A) Definitions:

(1) “Public improvement” means any construction, reconstruction, improvement, enlargement, alteration, demolition, or repair of a building, highway and any other structure or work of any nature by a public authority, (section 1311.25 of the Revised Code). All projects requiring the services of a professional engineer and/or licensed architect, or requiring a building permit constitute a public improvement. Also included are painting, carpeting, signage and other changes to the building interior or exterior.

(2) “Estimated project cost” - in developing a project budget, be aware that budget costs are categorized into several cost groupings. The most basic of these shall include:

(a) “Soft” costs, which include items directly related to construction (e.g., all architect and engineering fees, permits, quality assurance testing, etc.).

(b) “Firm” costs, which include related expenses, but not necessarily actual construction (e.g., land, independent studies, furnishings, equipment, etc.).

(c) “Hard” costs, which include bricks and mortar (construction contracts, construction contingency, etc.).

(B) Owner reserves, which include funds for the unexpected, shall also include a “bid reserve contingency” of not less than ten per cent of the construction budget, unless approved by the university architect.

- (C) Chapter 153 of the Revised Code is the section of state law presiding over contracting for both design and construction services for public improvements. The statutory code may be found at the following website: <http://codes.ohio.gov/orc/153>. The application of this section is detailed in the state architect's office manual (<http://das.ohio.gov/divisions/generalservices/statearchitectsoffice/aomManual.aspx>).

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