



## Risk Management Can Equal Increased Profit

How important is risk management to your firm? It should be. With a proper program you can not only reduce your chances of being sued but you can take on what some may believe are risky projects which are also those that can yield a tidy profit if handled right. Find out how at the CASE Risk Management Program's Convocation entitled *The Radius of Risk, Best Practices for Engineers and Project Managers*. You will learn how to negotiate onerous provisions out of your contract with the owner. You will learn the special steps to take before you sign a contract for what could be a risky but potentially profitable project. You will learn what

contract language can be a deal maker and what can be a deal breaker. You will meet the people who have successfully accomplished the above.

This program is designed for project managers on up. It is a day and a half scheduled for November 4<sup>th</sup>-5<sup>th</sup> in Dallas. Registration is \$189. If you can find a better deal, take it. To register go to

[www.acec.org/case](http://www.acec.org/case), [www.acec.org/rmp](http://www.acec.org/rmp) or [www.acec.org](http://www.acec.org) and click on the Convocation logo. ■



## Innovative Delivery Systems Workshop

October 26<sup>th</sup> - 27<sup>th</sup>

Sheraton Bellevue, Bellevue, WA

Business owners expect designers and constructors to have broad knowledge about the application of project delivery and procurement systems.

This course provides insights into what approaches work and what practices to avoid, as well as valuable advice about the latest trends in delivery and procurement that are emerging both in the U.S. and overseas.

This important program will be offered jointly by ACEC National and ACEC/Washington.

### Early bird price on or before October 1<sup>st</sup>:

Member \$595/non-member \$795

### After October 1<sup>st</sup>:

Member \$695/non-member \$895 ■



## Revised Special Inspections Document Distributed to Members

All CASE members have recently received the hard copy of the latest edition of *Guide to Special Inspections and Quality Assurance*. Since the emergence of special inspection code requirements, this document has become very popular with engineers and code officials in helping to accomplish their objectives. In fact, some states and municipalities make direct reference to this document when enforcing their requirements. This document is one in a family of National Practice Guidelines covering various aspects of structural engineering services. All are available at [www.acec.org/case](http://www.acec.org/case). ■



# Learn About the Public Building Service (PBS) of the General Services Administration

PBS delivers its construction program through eleven regions, managing projects within its geographic boundaries. GSA headquarters in Washington, DC, establishes programming, design, and construction standards and guidelines for the regions, and provides technical backup when needed. Contracting opportunities to participate in the design and construction process for these major federal projects are available to all companies based in the United States and its territories.

## The Process

Shown here is a step-by-step explanation of the Design and Construction Delivery Process for major projects. Project development and execution steps follow this overview.

### Community Planning

Updated annually by the Office of Portfolio Management in support of a rolling 5-year planning effort, Community Plans are established by each regional office to identify a preferred course to meet future federal space needs in all major metropolitan areas. Building Engineering Reports are developed for existing buildings to establish future space building repair needs.

### Prospectus Development Study (PDS)

Planned future projects are selected from the Community Plans for further development. The PDS incorporates data and findings from the Community Plan, the Building Engineering Report (if a modernization project), and other preliminary planning studies. After thorough examination of requirements and options, GSA makes informed decisions about approval and funding requests to Congress for proposed projects. The results are better prospectuses with more accurate and realistic scope requirements, implementation strategies, and cost estimates.

### Project Authorization

Proposed projects cannot proceed into execution until:

GSA's Headquarters compares cost estimates to benchmarks and makes an investment decision; the Office of Management and Budget (OMB) reviews each prospectus as part of GSA's budget request; and Congress authorizes projects and appropriates project funds as part of the federal budget cycle.

### Project Management

GSA offices offer centralized responsibility and accountability and start-to-finish management of each project. Project managers drive the delivery process, helping to achieve faster decision making and day-to-day leadership of the project team. The project team is composed of the architect-engineer, the construction manager, GSA client/tenant groups, Property Development professionals, and other program offices.

## Project Development

1. Community Plan and Building Evaluation Define client/tenant space requirements

- a. Obtain Building Engineering Report (BER) if required and determine whether new construction or modernization projects are required.
- b. Conduct preliminary life cycle/space delivery analysis
2. Site Selection Conduct preliminary site evaluation
  - a. Perform preliminary Environmental Impact Assessment(s)
  - b. Select preferred site
3. Prospectus Development Study (PDS) Define project scope/implementation plan/budget
  - a. Develop preliminary concept design
  - b. Prepare Project Management Plan
4. Approval and Funding Regions submit project PDS to GSA Headquarters for budget
  - a. Benchmark cost assessment
  - b. Effect project selection
  - c. Prepare prospectus for Congressional submittal
  - d. Obtain GSA and OMB approvals
  - e. Obtain Congressional approval of the prospectus and appropriation of funds

## Project Execution

5. Pre-Design Activity Finalize Environmental Impact Assessment
  - a. Acquire Site
  - b. Update Project Management Plan
  - c. Regional Offices advertise in Commerce Business Daily (CBD) for A/E, CM & other professional services if required
  - d. Make selection of professional A/E services consultants using Design Excellence (if appropriate), negotiate fees
  - e. Begin design work
6. Design, Review, and Approval
  - a. Perform value engineering
  - b. Conduct GSA owner's review with client/tenants
  - c. Conduct code/standards/constructability review
  - d. Finalize and present design concept for new buildings to GSA Headquarters for approval
  - e. Prepare final construction documents
  - f. Verify that project estimate is within budget
7. Pre-Construction Activity
  - a. Complete swing space relocations of existing tenants (if required)
  - b. Obtain Congressional construction authorization and appropriations (if not previously obtained)
  - c. Prepare site (demolition/clearing) (if required)
  - d. Advertise for construction in the CBD
  - e. Award construction contract(s)
8. Construction
  - a. Construct building and site improvements
  - b. Arrange for utilities and other primary services
  - c. Control cost growth
  - d. Provide integrated occupancy services (telecommunications, furniture, moves)
  - e. Prepare for occupancy
  - f. Arrange for building turnover to property manager

