



DEPARTMENT OF
GENERAL SERVICES

DIVISION OF ENGINEERING AND BUILDINGS

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DEB Notice 101513

(Effective: 10/15/2013)

2013 Edition - Construction & Professional Services Manual

I. Purpose of this Notice:

The purpose of this notice is to announce the issuance of the 2013 edition of the Construction and Professional Services Manual (CPSM) and to summarize the changes which have been incorporated since Revision 1 to the 2012 edition was issued on 4-15-2013.

This and other recent editions of the CPSM are available on the [BCOM website](#) for viewing or download.

II. Summary of Changes

Changes incorporated into Revision 0 of the 2013 Edition of the CPSM are as follows:

A. Revised Definitions: Capital Project; Landscape Architect

Refer to Section 2.2.

B. Award Procedure for “Category A” A/E Procurement

Refer to Section 3.1.8.2.4.

C. Procedure for “Category B” A/E Procurement

Refer to Section 3.1.8.3.1, Item 6.f.

D. Project Cost Limits for A/E Term Contracts

Refer to Section 3.1.8.5.1.

E. Procedure for Procurement of A/E Term Contracts

Refer to Section 3.1.8.5.11.

F. Approval of Erosion & Sediment Control and Stormwater Management Plans

Refer to Sections 4.4, 4.16, 4.17, 5.11.1, 5.11.2, 6.2.6, and Appendix Q Sect. 02270.

G. Art and Architecture Review Board (AARB)

Refer to Section 4.4.1.

H. Beneficial Occupancy, Building Permit Closeout

Refer to Sections 4.19.3.1, 4.19.3.1.1, 4.19.3.1.2, 5.1.3, 8.2, 8.4.15, 8.5, 8.6, and 8.7.9.

I. Weight of Drawing Sets

Refer to Section 5.2.3.1.

J. Clarification of Sole Source Procurement Procedure

Refer to Section 6.0.3.3.

K. Definition of Gross Area (GSF)

Refer to Section 6.1.2.2.

L. 24 Hour Period Between Bid Receipt and Bid Opening for All Bids

Refer to Section 7.2.3 and 7.2.4.

M. Clarification of SWaM Requirements

Refer to Sections 7.2.3 and 7.2.4.

N. Authority to Award Contract for Capital Outlay Projects

Refer to Sections 7.6 through 7.6.3.3.

O. Schedule of Values

Refer to Section 7.16.1.

P. Agency Signature Required for Approval of Change Orders

Refer to Section 7.19.1.

Q. Clarification of Guidelines for CM at Risk Procurement

Refer to Section 7.31.1.

R. Written Notification Period for Denial of Prequalification

Refer to Section 7.34.5.

III. Changes to CPSM Forms:

In addition to the Manual revisions, proper, related capital outlay and building official forms are updated on a continual basis as modifications are needed. A complete listing of the current revision of each form is provided on Form DGS-30-000. Forms are available for download from the [DGS Forms Center](#).