



## **DEB Notice 021423**

(Effective: 02/14/2023)

### **2022 Edition - Construction & Professional Services Manual - Revision 1**

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#### **I. Purpose of this Notice:**

The purpose of this notice is to announce the issuance of Revision 1 of the 2022 Edition of the Construction and Professional Services Manual (CPSM) and to summarize the changes which have been incorporated since Revision 0 of the 2022 Edition was issued on 08-01-22.

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

#### **II. Summary of Changes**

The changes incorporated into Revision 1 of the 2022 Edition of the CPSM are as follows:

##### **A. Chapter 1 – Introduction**

###### General

Added *Code of Virginia* reference to Section 1.0 for Shielded Outdoor Light Fixtures.

##### **B. Chapter 2 – Definitions**

###### Added the following definition:

“VECC”.

##### **C. Chapter 3 – Architectural and Engineering Services**

###### Delegated Design

Added Mass Notification System in Section 3.1.1.3.1 to list of systems that may be considered for Delegated Design.

##### **D. Chapter 4 – Code and Technical Requirements for All Buildings on State Property**

###### Code Clarifications- Changes to the Work

Added Section 4.1.2.4 for submission to DEB of changes to the Permit Documents and for inspection of those changes.

###### Code Clarifications- In-Building Emergency Communications Coverage

Modified 4.1.2.19 to add Chapter 5 references for In-Building Emergency Communications Coverage.

Code Clarifications- Mass Notification System

Added Section 4.1.2.20 for Mass Notification System.

Other Federal or State Regulations – Electric Vehicle Charging Stations

Modified Section 4.4.5 to delete reference to Fleet Vehicles.

Other Federal or State Regulations

Added Section 4.4.7 to prohibit use of products that are manufactured with or use certain hydrofluorocarbons.

Stage / Platform / Bleachers / Grandstands

Modified Section 4.19.3.3.4 to add grandstands, address egress lighting, and clarify other requirements.

Building Official Inspections

Modified Section 4.20.6 regarding submission to DEB of documentation for Changes to the Work prior to Building Official inspections.

**E. Chapter 5 – Project Submittal Standards**

Project Manual / Specifications Arrangement

Modified Section 5.3.3 to add Form CO-13.1c “Certificate of Partial or Substantial Completion by Agency Project Manager” to the list of forms required to be included in the Project Manual.

Design Initiations / Pre-Design Conference

Modified Section 5.5 to add Energy/VEES and Mass Notification Systems to the list of topics that may be included in the pre-design conference agenda.

Schematic Drawings – Title Sheet

Modified Section 5.6.2.4.1 to add item 18 for Mass Notification Systems.

Preliminary Drawings – Title Sheet

Modified Section 5.7.2.9.1 to add item 26 for Mass Notification Systems.

Working Drawings – Title Sheet

Modified Section 5.8.6.2 to add item 30 for Mass Notification Systems.

Working Drawings – Electrical Drawings

Modified Section 5.8.6.12 to add item 15 for Mass Notification Systems.

Reviews and Approvals

Modified Section 5.12.2 for submission to DEB of Permit Documents and changes to Permit Documents.

Value Engineering (VE)

Modified Section 5.14 to clarify that a VE study is required for Capital Projects with a project construction cost greater than \$5,000,000.

## **F. Chapter 6 – Design & Procurement Criteria, Policies & Guidelines**

### High Performance Buildings Act - Design

Modified Section 6.1.3 to clarify that worksheet DGS-30-383 shall be submitted to DEB for exemption to HPBA requirement based on cost of renovation.

### Exit Signs

Added Section 6.16.12 to clarify that the letters “TIXE” shall not be visible on the opposite side of EXIT signs.

## **G. Chapter 7 – Construction Procurement and Administration**

### Other A/E Services During the Construction Period

Modified Section 7.6.3 to add Owner notification by AE of Field Orders that may impact code compliance or accessibility.

### Changes in the Work

Modified Section 7.6.10 to clarify submission of Permit Revision Documents to DEB for review.

### Interim Building Official Inspections

Modified Section 7.6.17.6 to require submission to DEB with Changes to the Work a minimum of five (5) days prior to all required Building Official inspections.

### Substantial Completion Inspections

Modified Section 7.6.17.7 to require Form CO-13.1c “Certificate of Partial or Substantial Completion by Agency Project Manager” to be submitted to DEB by the Owner indicating all Changes to the Work affecting building code compliance or accessibility have been submitted to DEB.

### Beneficial Occupancy – New Buildings, Additions & Change of Use Renovations

Modified Section 7.6.17.8 to require Form CO-13.1c “Certificate of Partial or Substantial Completion by Agency Project Manager”.

## **H. Chapter 8 – Capital Outlay Planning and Project Approval**

### Building Occupancy

Modified Section 8.7.8 to require Form CO-13.1c “Certificate of Partial or Substantial Completion by Agency Project Manager” to be submitted for building occupancy.

## **I. Appendix D- Basis of Design Narratives**

### Schematic Basis of Design Information

Added item 25 to Section D.1 for Mass Notification Systems.

### Preliminary Basis of Design Information

Added item c) to Electrical requirements in Section D.21 for Mass Notification Systems.

## **J. Appendix H- Basis of Design Narratives**

### Procedures Prior to Occupancy

Modified Section H.5 to require Form CO-13.1c “Certificate of Partial or Substantial Completion by Agency Project Manager” to be submitted for building occupancy.

## K. Appendix Q- Quality Assurance Checklists

### Quality Assurance

Modified section Q.2 to add Form CO-13.1c "Certificate of Partial or Substantial Completion by Agency Project Manager" to the list of required forms.

#### Errata, as follows:

<u>Section</u>	<u>Erratum</u>
Section 5.15	Reorganized Section 5.15 Structural and Special Inspections & Structural Observations.
Section 5.8.6.2	Updated referenced website for Dig Notice.
Section 6.3	Updated name of current edition of ACI 301.
Appendix M	Revised Section M.2 Structural & Special Inspection Forms for description of forms and file type.

#### 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. The following forms have been revised (Rev. 02/23) and can be downloaded from the DGS Forms Center:

[DGS-30-000](#)

DEB Forms Master List

[DGS-30-128](#)

CO-13.1c

Certificate of Partial or Substantial  
Completion by  
Agency Project Manager

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](#).