

SAO e-news
Office of the State Architect / Columbus, Ohio August 2004

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1. Department Issues New Special Conditions Two new sets of Special Conditions, dated August 2004, are available on the SAO Web site. The primary changes made by these Special Conditions are clarifications about bidder and contractor participation in the Drug-Free Workplace Program.

Special Conditions modify the State of Ohio Standard Conditions of Contract for Construction. These documents are often referred to as "the Front End" or "the boilerplate." The Ohio Department of Administrative Services (DAS), through the Office of the State Architect, must approve all Special Conditions before being used. No contracting authority may change or modify the Standard Conditions (or previously approved Special Conditions) without DAS' prior written approval.

There is a set of Special Conditions for the Lead Contractor version of the Front End (May 2003 edition) and another set for the Construction Manager Project version of the Front End (March 2000). The new Special Conditions are additions to the existing Standard Conditions and Special Conditions.

The new Special Conditions are applicable to projects bid on or after Aug. 15. Associates and Owners who are planning to bid projects on or after that date, and are using the department's Front End, shall incorporate the applicable set of these new Special Conditions into their projects. When appropriate or necessary, they may incorporate the Special Conditions by issuing addenda. As a courtesy to all parties, please issue addenda in a timely manner.

To download a copy of the new Special Conditions, visit the SAO Web site at www.ohio.gov/sao. Click on the tab marked "Front End." Then click on item No. 12 – Department's Special Conditions -- on the left side of the Web page.

2. New Notice to Bidders and Bid Forms

DAS issued a Notice to Bidders and revised Bid Forms for both Lead Contractor and Construction Manager projects clarifying requirements concerning the Drug-Free Workplace Program. These documents are marked with a revision date of August 2004 and supersede the respective existing Lead Contractor documents dated May 2003, and Construction Manager documents dated March 2000. Associates and Owners planning to bid projects on or after Aug. 15, using the department's Front End, shall incorporate these documents into their projects. The new forms are required by the Special Conditions.

To download a copy of the new documents, visit the SAO Web site at www.ohio.gov/sao, then click on the tab marked "Front End" on the left side of the portal.

3. Planholder List for SAO-designed Projects SAO will start a new service for its customers Aug. 16: SAO will publish, on its Web site, the Planholder list for each project designed by SAO and issued for bidding on or after that date. SAO will update the Planholder list as needed. The list will be found on the Public Bid Advertisements & Bid Result page at: <http://www.gsd.das.ohio.gov/sao/pba.html>.

4. Bid Opening Results on SAO Web Site

SAO will initiate another convenient service for the industry Aug. 16. Within one business day after opening the bids for SAO-managed projects, SAO will post the bidder information to the same Web page as the plan holder list at: <http://www.gsd.das.ohio.gov/sao/pba.html>.

5. SAO College - Fall Semester

As a reminder, the fall semester of SAO College will be held Monday, Oct. 25 from 8:00 a.m. to 3:30 p.m. at the Marriot Northwest in Dublin, Ohio. Registrations for SAO College are due Oct. 20. The seminar will be useful for

those working on state design and construction projects and will cover a variety of topics, including closeout activities, scheduling, payment request forms, interview tips and information on the LEED program.

6. Link to the August 2004 Ohio Register The July 2004 Ohio Register has been posted to the Internet and can be viewed and printed at: <http://www.gsd.das.ohio.gov/sao/orb.html>.

To subscribe, unsubscribe or change your e-mail subscription address, please notify Tiffany Plasencio at tiffany.plasencio@das.state.oh.us or call 614.752.0448. The SAO Web site address is: <http://www.ohio.gov/sao>.

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1. Registration Open for SAO College Fall Semester 2004 SAO College Spring Semester 2004 sessions are slated for October 25 at the Columbus Marriott Northwest in Dublin.

Sponsored by the State Architect's Office (SAO), SAO College provides an excellent opportunity to learn more about the SAO process and the management of state projects.

The seminar covers topics such as updates about the new EDGE (Encouraging Diversity, Growth and Equity) program, CSI MasterFormat 2004, Sustainable Design and the LEED (Leadership in Energy & Environmental Design) program. Attendees will learn how to prepare the ADM-0255 form, invoice for professional services and construction contracts, issue change orders and close out projects. Other topics include building codes and permits, partnering and interior design. A panel discussion will focus on topics of timely interest to the industry.

Each topic is presented by an SAO staff expert in conjunction with a specialist from the architectural, construction or legal community, or from a state agency, state college or state university.

Who Should Attend:

Architects
Business Office Personnel
Contractors
Consultants
Construction Managers
Engineers
Legal Counselors
Marketing Professionals
Project Managers
State Agency Representatives
Subcontractors

All levels of staff are encouraged to attend, especially those who specifically work with the issues being presented.

Continuing Education Credits

Graduates of SAO College Spring Semester may be awarded up to 6.5 learning units from the American Institute of Architects, the Ohio Construction Industry Examination Board or the Society for Marketing Professional Services.

For more information about SAO College, go to: <http://www.gsd.das.state.oh.us/sao/saoregistration.htm> or contact Tiffany Plasencio at tiffany.plasencio@das.state.oh.us.

To view an article about SAO College, please visit the DAS eNewsCenter at:
http://das.ohio.gov/enews/GSDSAO_FallOct04.htm.

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