**RECENT CHANGES TO THE FACILITIES MANUAL**

<table>
<thead>
<tr>
<th>CHANGE NUMBER</th>
<th>PUBLICATION DATE</th>
<th>REVISION DATE</th>
<th>SUMMARY</th>
</tr>
</thead>
<tbody>
<tr>
<td>19-007-C</td>
<td>11/12/19</td>
<td>09/13/19</td>
<td>Long Form – General Conditions</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Long Form, General Conditions, Section 3.8: updates to description of Superintendent and Key Personnel</td>
</tr>
<tr>
<td>19-006-D</td>
<td>11/12/19</td>
<td>09/12/19</td>
<td>Best Value – PayApp</td>
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<tr>
<td></td>
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<td></td>
<td>Best Value, Application for Payment document: added requirement of separate monthly reports for skilled labor</td>
</tr>
<tr>
<td>19-005-P</td>
<td>11/08/19</td>
<td>10/08/19</td>
<td>Definition of Construction</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Definition of &quot;Construction&quot; updated in Glossary to include painting, and updated references in Volume 6, Chapter 1 regarding maintenance work</td>
</tr>
<tr>
<td>19-004-P</td>
<td>11/08/19</td>
<td>09/03/19</td>
<td>Prevailing Wage Determination</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Prevailing Wage Determination Date</td>
</tr>
<tr>
<td>19-003-C</td>
<td>10/25/19</td>
<td>09/26/19</td>
<td>Self-Certification Form</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Updated hyperlinks to Department of General Services website, and site for eligibility requirements</td>
</tr>
<tr>
<td>19-002-C</td>
<td>10/25/19</td>
<td>09/12/19</td>
<td>Cost Proposal Exhibit</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Changed ‘up to’ to ‘shall not exceed’ in Cost Proposal Exhibit, Actual Costs line 11 in Long Form contract</td>
</tr>
<tr>
<td>19-001-C</td>
<td>10/25/19</td>
<td>09/05/19</td>
<td>CM at Risk – Bid Form</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>CM at Risk Bid Form Exhibit, Section 9.0, Added “No” option after question: “Bidder will use subcontractors for the work included in this bid (option sum- Phase 2)”</td>
</tr>
<tr>
<td>18-007-D</td>
<td>09/04/18</td>
<td>09/04/18</td>
<td>Best Value</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Updated Best Value forms: BV.0 – Evaluation Committee Bidders Roster BV.3 – Score Analysis BV.4 – Campus Summary Analysis</td>
</tr>
<tr>
<td>18-006-P</td>
<td>09/04/18</td>
<td>08/31/18</td>
<td>Stop Payment Notices</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Update policy link in Volume 5, Chapter 18.7, update substantial completion flow chart.</td>
</tr>
<tr>
<td>18-005-P</td>
<td>09/04/18</td>
<td>08/31/18</td>
<td>Code Compliance (Building Official et al.)</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Update Volume 3, Chapter 4 to reflect current state of DSA, OSHPD, UC Fire Marshal, and UC Building Official programs, as well as other code compliance matters such as storm water.</td>
</tr>
<tr>
<td>18-004-P</td>
<td>09/04/18</td>
<td>08/24/18</td>
<td>Policy Table</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Revisions to the policy table in Volume 1, Chapter 5 following UCOP governance restructuring</td>
</tr>
<tr>
<td>18-003-P</td>
<td>04/23/18</td>
<td>04/18/18</td>
<td>Capital Project Matters - Regents Policy 8103</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Regents Policy 8103 on Capital Project Matters (Policy) provides certain authorities to the President of the University</td>
</tr>
<tr>
<td>18-002-D</td>
<td>02/21/18</td>
<td>02/20/18</td>
<td>Occupancy Certificates</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Certificate of Beneficial Occupancy, Temporary Certificate of Occupancy, and Certificate of Occupancy now all available to download as fillable PDFs online</td>
</tr>
<tr>
<td>18-001-C</td>
<td>02/21/18</td>
<td>02/20/18</td>
<td>Best Value</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Best Value contractor selection becomes permanent, additional thresholds for percentage of skilled journeypersons employed now apply</td>
</tr>
<tr>
<td>17-008-P</td>
<td>09/01/17</td>
<td>08/08/17</td>
<td>Glossary</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Changes to the definitions for Beneficial Occupancy, Field Observation, Field Order, Inspection, Inspection Agency, Notice of Completion, Prevailing Wage Rates, Punch List, and Testing Laboratory. Additions to the Glossary include Special Inspection.</td>
</tr>
<tr>
<td>17-007-C</td>
<td>09/01/17</td>
<td>08/25/17</td>
<td>Insurance</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Changes to UCIP General Conditions (e.g., coverage, Contractor obligations, Additional Insurance, Waiver of Subrogation) and non-UCIP General Conditions (insurance requirements to match some UCIP language), new Builder’s Risk Coverage Summary in anticipation of new coverage effective September 1, 2017</td>
</tr>
<tr>
<td>17-006-C</td>
<td>09/01/17</td>
<td>08/16/17</td>
<td>Assignment Agreements</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Assignment Agreements now differentiated between Assignment of Work Agreement and Assignment of Materials or Equipment Agreement, both downloadable from Resource Directory</td>
</tr>
<tr>
<td>17-005-C</td>
<td>07/21/17</td>
<td>07/21/17</td>
<td>Design and Consultant Contract Amendments</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Addition of a CMA Amendment, changes to EDPA and PSA Amendments to reflect Bowen Bill requirements based on dollar value</td>
</tr>
<tr>
<td>17-004-C</td>
<td>07/21/17</td>
<td>07/21/17</td>
<td>SB 96 (DIR/PW/PWC-100)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Changes to contract documents and Facilities Manual to reflect changes to DIR registration, prevailing wage, and PWC-100 requirements following passage of SB 96</td>
</tr>
<tr>
<td>17-003-P</td>
<td>03/28/17</td>
<td>03/24/17</td>
<td>Builder’s Risk Insurance</td>
</tr>
<tr>
<td></td>
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<td></td>
<td>Builder’s Risk Insurance now required for contracts with dollar value exceeding $300,000, an increase from the previous $200,000</td>
</tr>
<tr>
<td>17-002-C</td>
<td>03/28/17</td>
<td>02/24/17</td>
<td>Mini Form</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Increases dollar value to $300,000, Builder’s Risk Insurance also increased to $300,000</td>
</tr>
<tr>
<td>17-001-P</td>
<td>03/28/17</td>
<td>03/24/17</td>
<td>UCIP EMR</td>
</tr>
</tbody>
</table>
Instructions to Bidders (ITB’s) have been updated with respect to OSHA violations. Accounting Principles (GAAP) OR International Financial Reporting Standards (IFRS) Professional Service and Design Agreements now allow for the use of Generally Accepted Accounting Records (PSA, EDPA, EDPA Blanket, EDPA CM at Risk, CMA, and Master Arch/Eng for Design Build). Revised all Bid Agreement Language to expressly allow campuses a path for the use of digital signatures. Revised the BQQ template to allow for more accurate contractor data collection. The BQQ is for calculating adjustment factors for each renewed Option Term. Revised Agreement and General Conditions for Job Order Contracts to clarify the process for calculating adjustment factors for each renewed Option Term. Revised Supplementary Conditions for Job Order Contracts to clarify the process for calculating adjustment factors for each renewed Option Term. Revised all UCIP documents to accurately reflect the recent changes to the Labor Code. Revised and updated Bid Advertisement, Bid Form, General Conditions, and Agreement for all contract families (Design and Construction), including UCIP as applicable to address recent changes to the Labor Code. Revised the Long Form Contract Templates page. Merged Co requests. Added new section “Survival Clause” to all Design and Consultant Agreements (PSA, EDPA, EDPA Blanket, EDPA CM at Risk, CMA, and Master Arch/Eng for Design Build). Added UC Fair Wage language to the Facilities Manual, General Conditions in construction and design contracts, RFPs, RFQs, and Ads for Bids per President’s July 2015 announcement. Merged CMA contract templates (Multi-Prime and Design Services) into a single contract template. The new Agreement allows campuses to hire a Construction Manager to serve many delivery methods.
Advertising for Consultant Selection

Volume 3, Chapter 2, Section 2.2.1 "Advertising". Revised language for ease of use, and removed nonfunctional links.

CMAR Bid Bonds version A and B clarification (CMAR, LF)

Revised the instructional language to clarify the use of CMAR bid bond versions A & B. Added UCIP language to SIBT’s and cleaned up some other basic formatting issues.

As-built Drawings requirement in the Mini Form

Added “Optional” language for the requirement of As-built drawings in the Mini Form Supplementary Conditions.

Payment of UCIP Premiums (CMAR & DB)

UCIP GCs, SCs, ITB/RFP for CMAR and DB contracts revised. Premiums now will be calculated for the amount of construction work only and to be collected when the letter of intent/proceed is awarded to the CMAR/Contractor or Design Builder, as applicable.

Instructions to Bidders (LF/MP)

Instructions to Bidders and Bid Forms templates for the Long Form, Brief Form, and Multiple Prime contracts (LF & MP only for UCIP) have been merged for ease of use.

Approval Process for Bond Funded Projects

Volume 5, Chapter 3, Section 3.3 revised for UC procedures to be consistent with DOF practices.

Design Build – Proposal Deadline Clarifications

Express language allowing for the issuance of addenda relating to the use of Best and Final Offer (BAFO), after the proposal deadline.

AB44-Requirements for Subcontractor License Number on Bids (All Contract Families)

Effective July 1, 2014 for all construction contract families. New PCC §4104 language requiring the listing of subcontractor license numbers has been added to Bid Forms and ITB’s.

Certificate of Insurance (All Contract Families)

Updated Certificate of Insurance templates for all contract families (including UCIP).

Records Retention

Vol. 3, Chapter 6 updated to reflect changes due to the new Capital Resources Records Retention Schedule.

Self-Certification Form

Contractor/Designer/Consultant Self-Certification form merged into a single template, in order to simplify documents.

Certificate of Insurance (All Contract Families)

Contractor/Designer /Consultant Insurance Certificates have been merged and updated into a single template, in order to clarify UC coverage requirements.

Design and Consultant Contract Web Page

Design web page updated to match form and style of Construction Contracts web page. This update did not include any contract changes. Folders were simply unzipped and sorted. Except that some template Cover Pages were merged with their corresponding documents for ease of use.

Change Order Expected Rate Calculations

Instructions added to the Change Order Cover Sheet (all construction contract families) on how to calculate the expected rate for worker’s comp by trade on a change order. Similar language added to Vol.5, Chapter 13

UCIP Off-Site Coverage

A new system by Risk Services is in place for off-site coverage on UCIP projects, ITBs, Supplementary ITBs, General Conditions and Supplementary Conditions (for all UCIP contracts) revised for optional language in case a Facility wishes to offer off-site coverage for a certain project. Insurance Manual updated to reflect the same change.

JOC Payment & Performance Bonds

JOC Payment and Performance Bonds revised to allow bonds to be provided by term basis instead of for the entire contract. General Conditions, Supplementary Conditions and Vol4, Chapter 1 (JOC Guidelines) revised to reflect the change.

Project Approval Authority Matrix

Approval Matrix revised to reflect rescission of old Delegations of Authority (DA) and addition of new ones including rescission of DAs 2230, 2224, 2219 and 2226; introduction of DAs 2575, 2575 and 2576 to increase the level of Chancellor authority for capital project budget and design approvals from the existing threshold of $5 million to $10 million.

General Conditions

Several sections revised in all families to reflect correct list of exclusions for extra work and statutory requirements for timely recording of the NOC. Revised ITBs, supplemental ITBS and Bid Bonds for consistent instructions on the two stated versions of Bid Bonds.

Job Order Contract (The Gordian Group’s Contractor License Fee)

Renewed system-wide contract with The Gordian Group (TGG) revised some fee terms for the program. The JOC contractor must now pay a fee directly to TGG for every Job Order. Edits to the JOC Guidelines on the FM, Supplementary ITBs and Ad for Bids made to reflect that. Editorial edits made to the Agreement.

Instruction to Bidders

For all construction contract families, added clarification for required manner of delivery of protest and appeal; reminder to add “or equal” with brand name specifications; information on how to review Builder’s Risk and UCIP policies. Vol.5, Chapter 9 edited to clarify required manner of delivery of protest and appeal.

Consultant Selection

Vol.3. Chapter 2 revised to relax UC policy that extended beyond PCC in retention of architects and other consultants. Language added to allow appointment of an Executive Design Professional with a preliminary or “P” approval. PSA revised to prohibit its use to retain a consultant to perform any design services.
Procurement Agreement, SBE and Design-Build RFP
University Furnished Information for DB and Information available to Bidders for all other contract families updated to include link to OP Procurement agreements with various vendors. Vol.4, Chapter 4 revised to reflect the same. DB-RP not edited to allow one proposal per proposer. SBE categories UC can use changed with Prop 209. Vol.5, Chapter 7 and self certification form edited to reflect that.

Notice of Completion
NOC form revised in all contract families to note although acknowledgement is optional, the recordor might still refuse to record a non-notarized copy. Vol.5, Part II, Ch.8 revised to reflect NOC to be filed within 15 days of Final Completion.

Payment Bond
Payment Bond revised for all construction contract families to reference the correct California Civil Code

Substantial Change Orders
Vol.5, Part II, Chapter 3 revised to provide clarification for substantially change order language. Added section to address contract amendments within the Design-Build and CM@Risk delivery methods. No change in policy was made with this edit.

Design Professional Experience Form
New Consultant Experience Form added to Design and Consultant contract templates and as part of the Qualification Packet (RD 2.3 in Volume 3) within consultant selection.

Notice of Completion and Prequalification Comparison Chart
Notice of Completion edited in all construction contracts making notary acknowledgment optional. ‘Stop notices’ changed to ‘stop payment notices’ per statutory changes. Edits made to Vol.5, Part II, Ch.6, Sections 8.5 & 8.7.

Prequalification comparison chart revised as RD1.11 in Vol.5, Figures, to reflect edits from February 2012 (FM 12-002-C)

Contracting Requirements Table
New quick reference table (RD1.12 in Vol.5, Figures ) created listing contracting requirements.

General & Supplementary Conditions – Notices and Insurance
GCs- For all contract families, article 15 edited for methods of delivery of notices. Specific documents require specified delivery. Article 11 edited to include 2004 endorsement for additional insured coverage in addition to 2001. SCs- Mini Form edited to reflect the insurance change listed above. Editorial changes to JOC SC to match article numbers from the GC.

Revised Conditional and Unconditional Waiver
Conditional and Unconditional waivers on progress and final payments revised across all construction contract families to reflect the revised Civil Code sections 8132-8138 that went into effect July 1, 2012. Mini Form Bid Form revised to clarify optional compensable delay language.

General Conditions – Design and Construction Contracts
Construction Contracts: Revised article 14 across all families to show increased maximum penalties for prevailing wage violations per revised Labor Code; added additional insured language. Additional trades as excluded parties and revised endorsements in article 11 for all UCIP families.

UCIP General Conditions revised for all construction contract families to edit "Confidentiality Information" when submitting the form.

Certificate of Insurance Form
UCIP certificate.

Revised Conditional and Unconditional Waiver
–UCIP families. Revised all Design and Consultant Agreements to show increased maximum penalties for prevailing wage violations per revised Labor Code; added severability of interest provision to general conditions; revised reimbursable expenses exhibit to be consistent across all contracts. Deleted Transportation Per Diem & Mileage Reimbursement Form as a duplicate. Vol. 5, Bibliography, RD5.18 edited to cite correct Regents Policy. Obsolete policy 6037 deleted.

Revised Conditional and Unconditional Waiver
–UCIP families.

Revised Conditional and Unconditional Waiver
–UCIP families.

Recorded Notice of Completion and Prequalification Comparison Chart
Notice of Completion edited in all construction contracts making notary acknowledgment optional. ‘Stop notices’ changed to ‘stop payment notices’ per statutory changes. Edits made to Vol.5, Part II, Ch.6, Sections 8.5 & 8.7.

Revised Conditional and Unconditional Waiver
–UCIP families.

Payment Bond
Payment Bond revised for all construction contract families to reference the correct California Civil Code
12-001-C 02/10/2012 02/10/2012 Instructions to Bidders-Bid non-bidding for Alternates & Bid Protest Appeal timing ITB (all contracts) and RFP (DB) revised to reflect identity of bidders to be concealed from person or persons selecting Alternates to determine the low bidder.

Edited Bid Protest Appeal filing language for consistency (no change in procedure).

Mini Form-edited ITB to reflect no public announcement of bid results is required. Editorial changes in Mini Form Supplementary Conditions & Bid Form.

Vol.5, Part I, Ch.s 2, 5, 6 and 9 edited to reflect the above changes.


Statute mandated guidelines added to Vol.5, Part I, Ch.1, Section 1.6. New section added on the approved contracts template page for BV Contract Modifications to various forms across all families.

Best Practices for Best Value Selection added. Several templates added to assist in the process.


New section added on the approved contracts template page for LCP contract modifications to the Supplementary Conditions in accordance with changes to State law (AB436).

Vol.5, Part I, Ch.4, Section 4.5 revised to reflect information on debarred contractors. Vol.5, Part II, Ch.4, Section 4.2 revised to reflect requirement for UC to monitor and enforce subcontractor equal employment opportunity / nondiscrimination language for all projects.


Revised certificate of insurance added to all design and construction contract families - requirements for Additional Insured coverage and for contractual liability coverage under Professional Liability policies edited.

General Conditions edited for all contract families for revised language.

11-047-P 09/15/2011 09/15/2011 Guidelines for Acceptance of Construction Related Donations

Sections 2.8.6 added to Vol2, Ch.6 in order to reference and link to Donation Guidelines (Opinion of Counsel Stephen Morell). Links to Volunteer Labor (Vol4, Part I, Ch.5, Section 5.4.25) and Volunteer Waiver Forms (Vol4, Part I, Attachment 13) added.

11-046-P 09/09/2011 09/09/2011 Informal Competitive Bidding Procedures

Revised Vol.5, Part I, Ch.1, Section 1.1 and 1.2 to include procedures for Informal Competitive Bidding.


UC system-wide Builder’s Risk Insurance policy was renewed. The new coverage summary was added to all contract families; the revised application and the premium calculation sheet were added to Vol4, Part II, Ch.1, Section 1.6.4

11-044-P 08/26/2011 08/26/2011 New (Revised) Seismic Safety Policy

A new combined policy for Seismic Safety was issued by the President’s office replacing three (3) separate policies. Changes made to Vol.3, Part I, Ch.5, Section 5.3.

11-043-C 08/08/2011 08/08/2011 Mini Form Contract—New Look

The Mini Form was converted from one big file to individual contract templates similar to other contract formats. No contract language changes made. PDFs for all forms created as well as a homepage for the Mini Form.

11-042-C 07/29/2011 07/25/2011 Brief Form Contract – Various Forms

Editorial changes: Cost Proposal, Instructions to Bidders, Escrow Agreement and Selection of Retention Option revised in Brief Form to reflect those changes made in LM Revision #s 63, 64 and 65.

Various Forms (all contracts) and RFP (DB) revised to reflect identity of bidders to be concealed from person or persons selecting Alternates to determine the low bidder.

Statute mandated guidelines added to Vol.5, Part I, Ch.1, Section 1.6. New section added on the approved contracts template page for BV Contract Modifications to various forms across all families.

Best Practices for Best Value Selection added. Several templates added to assist in the process.


Revised nondiscrimination language in all contract families (construction and design contracts) to comply with law and to clarify requirements.

Sections affected: LF 14.2.3.1, BF 14.1.1.1, MF 13.1, CM@R 14.2.3.1, DB 14.1.3.1, JOC 14.2.3.1, PSA VI.A.1, EDPA 11.1.1.

Additionally, JOC GC: Sections 9.5.2 and 9.5.3 revised to clarify procedure and timing for payment of Final Payment and release of Retention. This revision was made in FM 11-018-C but got accidently deleted in later revisions.


Advertisements for Bids, Advertisement for Bids, and RFP (DB) revised to reflect equal employment opportunity / nondiscrimination language to strengthen provision; statement added that contract work is a public work subject to Labor Code sec. 1771 as required by Labor Code sec. 1781.

11-039-C 07/25/2011 07/12/2011 Escrow Agreement – Address for Correspondence

Common Escrow Agreement form created for all contract families. OP address deleted from page 1 and the facility address clarified as address for all correspondence to avoid confusion for banks, resulting in statements, etc. being sent to OP instead of Facility.

11-038-C 07/12/2011 07/08/2011 Waiver & Release on Progress and Final Payment

Word “subcontractor” deleted from all forms in all contract families to allow for use by contractor and subcontractor. Application for Payment # added to all forms. Forms have been consolidated such that same forms are applicable to all contract families.


Language added in Advertisements for Bids regarding Equal Employment Opportunity. Bidders may be required to show evidence of its EEO policy. All contract families updated.

11-036-C 07/08/2011 07/08/2011 JOC Sample Scope Revisions

Sample scope descriptions revised in Agreement. The previous scope examples were vague and misleading and they should not be used as samples. New examples have been added.

11-035-C 07/08/2011 07/08/2011 Insurance Changes (all construction and design contract documents)

Revised Supplementary Conditions to require UC be named as additional insured on Professional Liability and Business Auto Policies. Added new ACORD certificate of insurance form; revised special provisions on Certificate of Insurance to comply with BUS-63

11-034-P 07/06/2011 07/06/2011 Small Business Enterprise (SBE) Information

Revised the time of collection of information for contracts awarded to SBE, VBE and DVBE from the end of the project to the time of award.

11-033-P 07/06/2011 07/06/2011 Consultant Selection

Revised Vol.3, Part I, Ch.2, Section 2.2 to reflect the change in Delegation of Authority for appointment of Design Professionals (DA 2220). Flowchart created by UCSB, edited by UCOP added as well to clarify the process.
11-032-D 06/21/2011 06/21/2011 Navigational Changes-Vol. 3, 4 and 5 Various chapters converted from PDFs to HTMLs and links fixed on new HTML files for ease of navigation and consistency throughout the Facilities Manual.

11-031-P 06/20/2011 06/17/2011 Record Retention Vol. 3, Part I, Ch. 6: Amended and updated to coordinate with and link to current policy documents

11-030-P 06/20/2011 06/17/2011 Equipment Purchase Vol. 4, Part I, Ch. 3, Section 3.1.4 revised to add requirement that language of BUS-43, Exhibit C, Appendix A, Article 9 be added in its entirety to all contracts, purchase orders and sub-agreements for the purchase of equipment, materials or supplies.

11-029-C 06/17/2011 06/16/2011 PSA-Confidential Information & Insurance Limits Added language in Section III.K. to clarify consultant’s obligation regarding confidential information when legal process demands disclosure. Added “minimum” in Section V.B.1.c. to per claim & aggregate limits for Professional Liability Insurance.

11-028-P 06/14/2011 06/14/2011 Code and Regulatory Compliance Various changes to applicable codes and regulations in Vol. 4, Ch. 4

11-027-P 06/10/2011 06/10/2011 Assignment of Construction Contracts Vol. 5, Part II, Ch. 1, Section 1.4: Reference added to the Accounting Manual. RD2.40 “Assignment of Subcontractors” deleted

11-026-C 06/06/2011 06/06/2011 UCIP Cost Proposal Insurance & Bonds percentage revised from 2% to 0.75%. Added contractor certification that no cost for insurance provided by University is included. UCIP Safety and Health Declaration—Corrected misspelling

11-025-D 06/06/2011 06/06/2011 Equipment Rental Rates & Definition of Contract General Conditions and Cost Proposal revised to specify the reference for the maximum rental charge shall be those published by CalTrans at http://www.dot.ca.gov/hq/construct/equipmnt.html General Conditions revised for definition of “Contract” to reference definition in Article 2 or 3 of Agreement. Editorial changes to definition of “Contract” in Agreement.

11-024-C 06/06/2011 06/06/2011 Retention-Risk of Bank Failure General Conditions modified so the Contractor and its surety shall be at risk for failure of the bank selected for deposit of the retention. Added same language to Escrow Agreement for Deposit of Securities and Selection of Retention Options. Section 5.5.2 revised to reflect same language. Section 5.2 Percent of retention changed from 10% to 5% to conform to law.

11-023-C 06/06/2011 06/06/2011 CMA Ownership of Documents Revised Article 6 to clarify UC’s ownership of all documents, materials and systems created for a Project and CM’s obligation to deliver them.

11-022-D 06/06/2011 06/06/2011 Compensable Delay Language (Bid Form) Article 7 in Bid Form (for LF and BF) revised for correct language and reference to CM at Risk language taken out.

11-021-C 06/06/2011 06/06/2011 Information Available to Bidders Comment #2 of the Cover Sheet for Information Available to Bidders changed to reflect that “all relevant information must be provided”.

11-020-C 05/27/2011 05/25/2011 JOC Contract Templates Clarified contract with altered JOC terminology; a “Proposal” is renamed as a “Schedule of Values”. “Proposal” suggested a negotiation process. Non-prepriced work limited to <10% or $100,000. Included an “Inspection Acceptance” form.

11-019-C 05/27/2011 05/25/2011 Instructions to Bidders Revised section 7.2.3 procedure for sending Notice of Appeal of Facility decision on bid protest; Section 5.3.4 clarified that email bid submission is invalid; Section 3.1.1 bid docs available only in complete sets.

11-018-C 05/27/2011 05/25/2011 General Conditions For LF, BF, CM@Risk and DB (with and without UCIP) Sections 9.5.1 and 9.8 revised to provide procedure for payment of Final Payment and release of Retention Subsection 7.3.2.7 revised so machinery and equipment rental charges shall not exceed the rates authorized by the California Department of Transportation Subsection 9.5.2 added so Contractor and its surety shall be at risk of failure of the Escrow Agent selected Definition of “Contract” revised in Section 1.1.8 to reference definition of the term in Article 2 or 3 of the Agreement.

For Multiple Prime (with and without UCIP) Sections 9.5.1 and 9.8 revised to provide procedure for payment of Final Payment and release of Retention Section 7.3.2 “Cost of Extra Work” — added language that costs must be both reasonable and actually incurred Section 4.4.4 “Assertion of Claims” — added language to clarify section for right to arbitrate.

For JOC Sections 9.5 revised to provide procedure for Final Payment of Final Payment and release of Retention Articles 6 & 13 and section 1.1.38 revised to clarify requirement of exclusive scope Section 4.2.6.4 clarified to require the lowest of 3 bids for non-prepriced work Various editorial and clarifying changes.
11-017-P  05/23/2011  11/12/2010  Prequalification into Confidentiality
Subsection 6 added to Vol.5, Part I, Ch. 4, Section 4.3.2 in order to provide guidance on the confidentiality of information provided by potential bidders during prequalification and response to a request under the California Public Records Act. The form (model 2.2) in RD2 updated as well.

11-016-G  05/20/2011  05/04/2011  JOC Guidelines
Added guidelines for Job Order Contracting as part of Vol. 4, Part II, Book 7, Section 1.3.7

11-015-C  05/18/2011  12/21/2010  Anti-collusion Language
Need for anti-collusion affidavit determined from the bidder. Language added to the Bid Form.

11-014-P  05/10/2011  05/09/2011  UC Policies
Consolidated all Regents and Presidential Policies related to the Facilities Manual in one location-Vol. 1, Ch. 5; fixed links, deleted rescinded policies, updated obsolete policies with new.

Broad guidelines, for construction projects funded through ARRA. Vol. 5, Part I, Ch. 3, Section 3.5.1

11-012-C  04/19/2011  04/18/2011  Conditional & Unconditional Waiver & release Upon Final Payment
Two forms added to the exhibits for LF, BF, CM@Risk, DB, JOC Contract templates.

11-011-C  04/06/2011  04/06/2011  Field Order Form
Updated notes section of the Field Order form in the Brief Form and Design-Build Form to reflect changes made in 2008. Notes are already current in the other forms of contracts.

11-010-D  04/04/2011  04/04/2011  Archivies of Changes
All hyperlinks removed in the arch_chngs.pdf. The search engine was producing false positive results from links in the Archive of Changes document, showing bad/outdated links.

11-009-D  04/04/2011  04/04/2011  Volunteer Labor
"Volunteer Labor": "Waiver of Liability, Assumption of Risk, and Indemnity Agreement" for adult and minor volunteer participant. When receiving volunteer services, UC still requires agreements.
Vol. 4, Ch. 5. Added Section 5.4.25 and RD 8.13

11-008-D  04/04/2011  04/04/2011  Prevailing Wage Rates Language edit
Vol. 5, Part II, Ch. 4 Section 4.2.1 Point 4 wording changed from "maintenance" to "construction".

11-007-D  04/04/2011  04/04/2011  Statement of Experience
Statement of Experience need not be used with the Mini Form.
Vol. 5, Part I, Ch. 8, Section 8.5.3

11-006-P  04/04/2011  04/04/2011  Competitive Bidding
The Regents rescinded the outdated competitive bidding policy in January of 2007. The policy was superfluous since UC follows competitive bidding as obligated by statute. Vol. 1, Ch. 5

11-005-P  04/04/2011  04/01/2011  UC Governance and Org
Updated reflects most recent UC governance & organization. Vol. 1, Ch. 3

11-004-P  03/24/2011  03/21/2011  Faculty as Consulting Architects
The Regents rescinded the policy forbidding UC architects to work on UC projects in January of 2007. Any architect may compete for a project. Links to DA 2134 replaced with DA 2220.
Vol. 3, part I, Ch. 2, Section 2.12 deleted.

11-003-D  02/18/2011  02/18/2011  Navigation and link improvements of Volume 3
Updated and reformatted the welcome pages, corrected bad links.

11-002-D  01/10/2011  01/10/2011  Builder’s Risk Insurance Program
http://www.ucop.edu/facil/fmc/facilman/cm_risk/E13_SBR.pdf

11-001-D  01/04/2011  01/04/2011  University Governance and Organization
Updated Vol. 1, Ch. 3 to update and reflect current UC organization. http://www.ucop.edu/facil/fmc/facilman/volume1/ch3.html

Updated and reformatted the Approved Contracts Template table to access UCIP specific files.

10-005-P  10/01/2010  10/01/2010  University Controlled Insurance Program (UCIP)
Updated and reformatted the Approved Contracts Template table to access UCIP specific files.
http://www.ucop.edu/facil/fmc/facilman/dcpdocs/welcome.html

10-004-D  09/29/2010  09/10/2010  UC Labor Compliance Program
SBX2-9 Regulation requirements replacing 2009 LCP. Interim document until DIR approves.

10-003-D  08/31/2010  06/17/2009  UC Labor Compliance Program
Approved 2009 LCP replacing 2003 LCP

Approved 2009 LCP replacing 2003 LCP

http://www.ucop.edu/facil/fmc/facilman/dcpdocs/welcome.html
10-002-D 08/30/2010 08/30/2010 RD2.43 Builder's Risk Program Application
Replaced the three forms with one editable PDF document.

10-001-D 05/06/2010 02/12/2010 Brief Form compensable delay language and patient confidentiality clause.

09-004-P 04/15/2009 04/15/2009 Volume 3, Part I language updated removing EDPA versions

09-003-D 01/16/2009 01/16/2009 Language referring to the separate EDPA versions was removed

09-002-D 02/06/2009 02/06/2009 Volume 3, Part II – Exhibit G – Update of Reimbursement allowances

09-001-P 01/20/2009 01/16/2009 Volume 3, Part I – RD 1.4 List of Electronic Publications for the Annual Announcement

ARCHIVE OF CHANGES TO THE FACILITIES MANUAL

A complete list of archive changes can be found at http://www.ucop.edu/facil/fmc/facilman/documents/arch_chngs.pdf

The changes listed above are numbered sequentially by using the following format:

11 - 001 - D or P or C or G
{year} {change number} {letter designating whether a change is to a document, policy/instruction, contract or guidelines}

Changes to contract templates that correct errors or otherwise do not modify the terms of the contract and are labeled “D”

Questions or comments concerning this document may be sent to:

Director, Construction Services
University of California - Office of the President
1111 Franklin St., 6th Floor
Oakland, CA 94607-5200

or by e-mail to: Lauren.Friedman@ucop.edu