

CHAPTER 1: INTRODUCTION

1.01 PURPOSE

The Designers' Manual provides standards, criteria, and guides for the development and execution of capital projects pursued under State Building Commission Authority. This Designers' Manual augments but does not replace the provisions of the SBC-6 Standard Form of Agreement between Owner and Designer.

1.02 ORGANIZATION

A. Owner Information provides the Owner's organization and contact personnel information.

B. Designers' Manual chapters, as listed below, provide guidance for procedures to follow in administration of projects.

Chapter 1: Introduction

Chapter 2: Designer Agreement and Payments

Chapter 3: Design

Chapter 4: Project Manual Guide

Chapter 5: Procurement

Chapter 6: Construction

Chapter 7: Closeout and Record Documents

C. Design Appendix

Designers' Manual chapters.

Construction Documents

Guidelines and Requirements

be for incorporation in current projects as already in the Construction Documents to accept changes. However, Designers are required to do so on specific projects.

of this Designers' Manual and associated

operating through the State Procurement Standard Form of Agreement between Owner and Designer. As used in this Designers' Manual, it refers to

administration of the project on behalf of the

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1.08 ELECTRONIC SIGNATURES, COUNTERPARTS, AND PHOTOCOPIES

- A. At the Owner's discretion documents and forms referred to in the Designers' Manual and requiring signatures may be executed by electronic means, or signature may be transmitted by electronic means, including e-mail, facsimile, or other means, and such execution shall have full effect. Documents may be executed in multiple counterparts, each of which shall be considered an original but all of which shall constitute one document. Any photocopy, facsimile, reproduction, or electronic version of the document shall have the same effect as an original, signed document.
- B. Designers should contact the Owner to identify the documents and forms that may be executed electronically.

END OF CHAPTER