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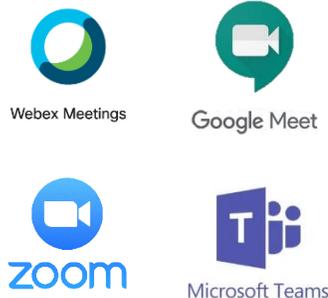
Commonwealth of Virginia
Department of General Services
Division of Engineering & Buildings

State Building Official Virtual Construction Inspections

Though COVID-19 remains a concern, the construction industry continues to work. Construction workers, architects, engineers, inspectors, owners, and others may risk exposure to the virus while on the jobsite. Conducting virtual construction inspections allows the work to continue while reducing the number of people on the site. DEB developed the following items that have proven helpful and should be followed when coordinating and performing virtual inspections until on-site construction inspections resume.

Prior to the Virtual Inspection:

- Ensure adequate infrastructure is present on the site to allow for uninterrupted video to be shared via video conference for areas to be inspected. This includes a fully charged camera, adequate internet connection, etc. A back-up camera and battery pack are recommended.
- Coordinate the method of video conferencing (i.e. WebEx, Google Meet, Zoom, Microsoft Teams) with the A/E, contractor, etc. and identify who is responsible for sending the invitation to the attendees. Skype has proven to be an unreliable program for inspections.



- Establish a field representative to provide the real time video feed (camera person who is knowledgeable in video conferencing) and a field representative (who is competent in building construction) to assist with measurements etc. (this limits participants, which is particularly beneficial when using certain video conferencing programs).
- A dry-run is recommended to ensure video is adequate for viewing in all areas of the building to be inspected. This can be accomplished with DEB and an onsite field representative.
- Send electronic building permit plans (partial plans, ideally with the areas to be reviewed highlighted) to the participants for use/reference during inspection.
- Use a gimbal mount or camera stabilizer to ensure a steady video.
- If possible, schedule the inspection during a time when loud construction noises can be avoided.

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State Building Official Virtual Construction Inspections, continued

During the Virtual Inspection:

- Just like in-person inspections, virtual inspections should start with introductions of all participants. The inspection shall not be electronically recorded. The inspection organizer shall identify the areas that are going to be inspected and the type of inspection to be performed.
- Field representatives shall have construction tools such as a tape measure, bright flashlight, ladder, thermometer, GFCI checker, etc., for all inspection activities. A yardstick has proven to work well.
- Ensure field representatives can hear the other participants clearly and listen for cues to back up, slow down, etc.
- DEB representatives shall direct the video feed real-time to view areas of construction.
- Field representatives shall provide orientation so it is clear to the participants which area is in view.
- Field representatives should point out rated construction if it is not evident on the plans sent to the participants.
- The camera person should make sure to pause for a few seconds after moving the camera to an area of work for review. Sometimes the internet speed lags, so it takes a second for the image to focus.
- Representatives from the contractor, A/E and agency shall be included on the virtual inspection. Some of the best inspections have been of limited areas (15 rooms or so) with six to eight participants.
- If there is a temporary audio outage, ensure someone on site is watching the chat boxes for questions or directions.

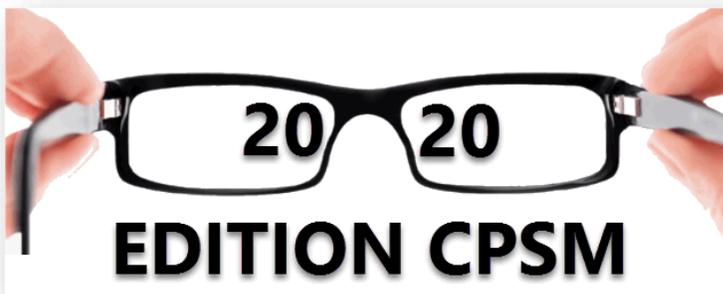


After the Inspection:

- The A/E shall document the inspection comments and be responsible for assuring DEB comments made during virtual inspection are resolved.
- Follow up inspections can be easily performed if needed.

2020 CPSM Update

The 2020 Edition of the Construction & Professional Services Manual (Rev 0) will be issued in July, 2020 to incorporate recent legislative actions and other changes. Once issued, the new version will be available from DEB's [Current CPSM Edition](#) webpage as will the associated [DEB Notice](#). The Notice will provide a brief abstract of the recent changes to the Manual. A number of new or updated forms will also be issued in July that are related to Architect/Engineer, Design-Bid-Build, Design-Build, Construction Management, Energy Performance-Based Contracts (ESCO), and Job Order (JOC) contracts. These new or revised forms will be posted on the [DGS Forms Center](#) as they are issued. To find the latest version of DEB-issued forms, refer to the [DEB Forms Master List \(DGS-30-000\)](#) which is also posted on the [DGS Forms Center](#). More information related to these forms and the new CPSM edition will be provided in DEB's July 2020 Newsletter. If you are aware of others in need of this information, please direct them to the [DEB Newsletter Subscription](#) webpage.



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Patrick McDonough Retirement

Patrick McDonough, RA, NCARB retired from the Division of Engineering and Buildings on May 31, 2020, with an architectural career at the Commonwealth of Virginia spanning over 32 years. Patrick worked for DEB as a Lead Reviewer, supporting various Commonwealth agencies including James Madison University, Virginia Military Institute, Department of Forensic Science, Virginia Institute of Marine Science, Virginia State University and the University of Virginia.

For many years, Patrick has generously volunteered his time outside of work with the Boy Scouts of America as a unit commissioner for five troops and participating in hiking and camping trips throughout Virginia. He also served as a volunteer member of the Richmond Diocesan Building and Renovation Commission, evaluating capital construction projects for churches and schools in the Diocese.

During retirement, Patrick looks forward to spending time with his family, including his grandson who was born in May, and his three granddaughters. In addition to continuing with his volunteer activities, Patrick hopes to be kayaking the James River and cheering on his favorite college sports teams.

DEB sends a hearty thank you to Patrick for his years of hard work and service to the Commonwealth of Virginia!



DEB Forms Update

The following recently revised DEB forms are now available on the [DGS Forms Center](#):

<u>Form Name</u>	<u>DGS Form #</u>	<u>Version</u>	<u>Alternate ID #</u>
DEB Forms Master List	DGS-30-000	06-20	(DEB Forms List)
Small Businesses and Diverse Businesses Participation Data	DGS-30-360	06-20	---
Transmittal for DEB Review Services	DGS-30-380	06-20	---



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