

*Issue
No. 72*



*December
2020*

DEB Newsletter

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2020 Highlights / 2021 Look Ahead

2020, not 20/20

As we all know, "20/20 vision" is the term used to express normal visual acuity. When we wrote the "2020 Look Ahead" article for the December 2019 Newsletter, social distancing, face masks, Plexiglas shields, hand sanitizer, and teleworking weren't on our eye chart. By mid-March 2020, however, those items came quickly into focus. The global COVID-19 pandemic threw everyone a huge curve ball in early 2020, the ramifications of which are still being felt.

DGS's business units such as the Consolidated Labs, Purchases & Supply, and Information Systems Services were instrumental in, respectively, providing testing services, acquiring specialized supplies, and in extending technology from the workplace to employees' homes to keep the business of state government running during this crisis.

DEB's staff quickly adapted to deliver services from a home-based environment to continue the Commonwealth's project design, procurement, and construction program. DEB transitioned within a few weeks from a non-teleworking entity to a 90-plus percent teleworking business unit. We were fortunate in that our key database, BITS, and our EDR (electronic document review) system were already web-based applications, and our document management system, SharePoint, had been migrated from an in-house application to cloud-based application, literally the weekend just prior to the mass exodus. While our staff had to learn how to use VPN (virtual private networks), Zoom, Google Meets, and other similar software, we were already ahead in "telework readiness" with our three key systems being web-enabled applications.

Electronic Document Review (EDR) Mandate

In the December 2019 DEB Newsletter, we wrote, "Agencies not currently exercising the option for EDR submittals are encouraged to take advantage of paperless submittals." A number of state agencies had already seen the advantages of EDR and were already on-board when the pandemic hit, but a significant number were still making paper submittals. By August 1, 2020, however, EDR became the mandated document submittal process and the remaining agencies quickly adapted. DEB staff member, Sarah Burns, deserves special recognition for her handling the "batch pre-processing" duties for the significant increase in electronic submittals in 2020.

Virtual Inspections

Project inspections, both interim and final, are necessary services to help assure projects have been constructed to comply with the Virginia Construction Code and other applicable codes and standards. With few exceptions prior to 2020, inspections were conducted onsite. However, as the health ramifications of the virus became clearer, to promote the safety of all parties, DEB quickly moved to “virtual inspections”. DEB's rapid development and implementation of virtual construction inspections in response to the pandemic was recently recognized by the National Association of State Chief Administrators (NASCA) and was selected as a best practice to be presented as part of their [Thought Leadership Series](#).

Notable Projects

Through the cooperation of both DEB staff and the agencies we serve, DEB continued to support projects in the Commonwealth. Below are just a few of the notable projects on which DEB performed reviews and virtual inspections:

JMU - Convocation Center
DGS - General Assembly Building
ABC - New Central Warehouse
LU - New Academic Building

CNU - Ferguson Center
VCU - STEM Building
DBHDS - Virginia Center for Behavioral
Rehabilitation (VCBR)

Training

DEB's planned on-site April & May, 2020 Construction & Professional Services Manual (CPSM) seminars were cancelled due to mandated social distancing requirements. Assuming these requirements would not be eased in the near term, DEB staff reconfigured these two-day seminars into four, half-day webinars. DEB successfully hosted two such CPSM webinars in Fall 2020, providing training to over 130 attendees. Significant positive feedback was received regarding the new format, to the extent that DEB plans to continue this format into 2021 for both CPSM and VCCO (Virginia Construction Contracting Officer) webinars.

Application forms for the February, 2021 VCCO Webinar will be emailed soon to individuals who have completed the online [VCCO Seminar Expression of Interest Form](#).

The Spring 2021 CPSM webinars have not yet been scheduled, however, applications for the Spring CPSM Webinars will be emailed in the early March timeframe to individuals who have completed the online [CPSM Seminar Expression of Interest Form](#).

2020 CPSM (Rev 0)

The [2020 CPSM, Revision 0](#), the current version of the *Construction & Professional Services Manual*, became effective July 1, 2020. There were numerous changes from the prior version of the Manual. [DEB Notice 070120](#) describes the significant changes from the prior Manual version. A new edition of the Manual is planned for issue in July, 2021.

Associated with the new 2020 Manual, there were also several newly-issued forms and significant updates to many existing forms, a result of incorporating revisions from the OAG's (Office of the Attorney General) review of key contract documents. Form [DGS-30-000](#) provides a master listing of all DEB forms available for download from the [DGS Forms Center](#).

DEB Notice 113020 – Market Value for a Building (Executive Order 45)

Executive Order 45 (2019) *Floodplain Management Requirements and Planning Standards for State Agencies, Institutions, and Property* prohibits the construction, reconstruction, purchase or acquisition of state-owned buildings within the 100-year floodplain and/or the 500-year floodplain unless a variance is granted by the Director of DGS. For proposed renovation work to existing buildings located in the 100-year and/or the 500-year floodplain, the Market Value of the existing building relative to the proposed cost of renovations must be determined.

[DEB Notice 113020](#) provides agencies with a clarified methodology for determining the Market Value of existing buildings using the Virginia Building Construction Cost Database and M-R FIX.

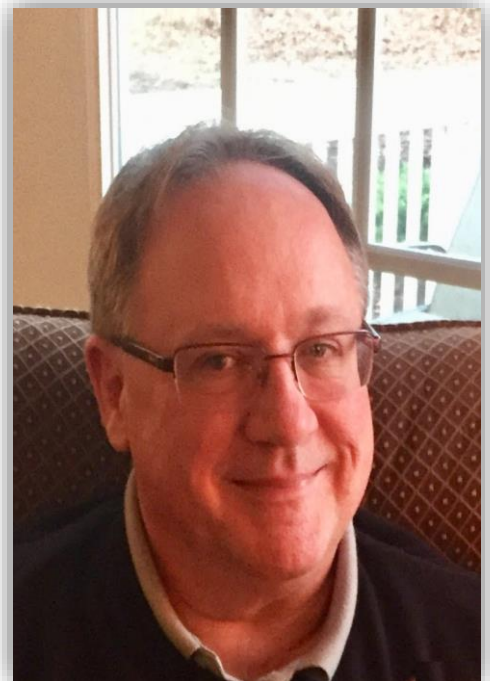
Brian Hudnall's Retirement

The value and importance of institutional knowledge to an organization cannot be overestimated. Brian Hudnall's institutional knowledge of the successes, failures and operation of the Division of Engineering and Buildings (aka DEB and formerly BCOM) cannot be overstated.

Brian began his Commonwealth career in 1988 as a BCOM Cost Reviewer and is retiring on December 31, 2020 as DEB's Director of Administration and Capital Outlay. Much of the current methodology for DEB Cost Review can be attributed to his efforts. The move away from a construction budget established and published before the actual scope of projects was known, and toward the concept of right sizing projects budgets through the Pool Process was a big step forward in capital budgeting that Brian advocated for and contributed to its current success. DEB, in addition to being the office of the State Building Official and the Capital Outlay Manager, is an Internal Service Fund that operates similar to a small A/E office. All

three of these responsibilities require managing large amounts of data. During Brian's career, DEB has continuously worked to improve efficiency by managing data electronically (starting when Intel 386 processors were state of the art), and now has transitioned to 100 percent electronic fiscal and operational record keeping and document review. In most every step of this process, especially now with Building Information Tracking System (BITS) and Electronic Document Review (EDR), Brian lead the way in ideas, development and innovation.

Putting aside Brian's hard to define devotion to everything Virginia Tech, DEB - in particular the management staff - will miss him greatly, and we all wish him good health and good luck in his well -deserved retirement on the Northern Neck.



DEB Forms Update

The following recently revised DEB forms are now available on the DGS Forms Center:

Form Name	DGS Form #	Version	Alternate ID #
DEB Forms Master List	<u>DGS-30-000</u>	12-20	(DEB Forms List)
Terms and Conditions of the A/E Contract	<u>DGS-30-018</u>	12-20	CO-3a
Supplemental General Conditions (Liquidated Damages)	<u>DGS-30-376</u>	12-20	—
IFB for Job Order Contracting	<u>DGS-30-500</u>	12-20	—
Instructions to Bidders for Job Order Contracting	<u>DGS-30-505</u>	12-20	CO—7aJOC
Bid Form (JOC)	<u>DGS-30-510</u>	12-20	—

The [DEB Newsletter](#) provides monthly updates on CPSM revisions, DEB Notices, and DEB form updates. Existing Newsletter subscribers are encouraged to direct others who might have interest in receiving the Newsletter to the [DEB Newsletter Subscription](#) webpage.



**Happy Holidays
and best wishes for the New Year
from the Division of Engineering & Buildings !**

