



Project Management & Construction Services

Standard Operating Procedures

- I. **Title:** Project Delivery Method Selection
- II. **Purpose:** To provide guidance to PMCS project managers on the selection of the most effective contracting delivery method for campus projects.
- III. **Actions**
 1. Project manager develops initial project scope, cost estimate and proposed schedule in conjunction with the client and the project team. PM may consult with the Manager, Contracting Section and/or the Manager, SPAC concerning specific project details and seek advice on the best method to deliver the project.
 2. PM may consider one or more delivery methods: General Bid/Design-Bid-Build, Competitive Sealed Proposal (CSP), Construction Manager-at-Risk (CMR), Design-Build, Job Order Contract (JOC)/Indefinite Delivery Indefinite Quantity (IDQ), Sole Source, Purchase Order (PO) or PMCS Construction Services (In-house Shops).
 3. Consider General Bid/Design-Bid-Build delivery method:
 - a. Projects with more flexible schedules
 - b. Projects with highly defined plans and specifications
 - c. Projects with few highly technical components
 - d. Can be built to quality standards by any general contractor
 4. Consider Competitive Sealed Proposal delivery method:
 - a. Projects with tight delivery schedules such as summer season
 - b. Projects with specialized or highly technical components
 - c. Where specific experience or capability is needed by the selected contractor
 5. Consider Construction Manager-at-Risk delivery method:
 - a. Where early contractor involvement in design review, value engineering and cost estimating is preferred



Project Management & Construction Services

Standard Operating Procedures

- b. For execution of a capital project with multiple GMP components or a series of capital projects being planned in the same building or nearby buildings during the same time period
 - c. For remote site execution of multiple projects over a specified time period
6. Consider Design-Build delivery method:
 - a. Projects which have a significant element which is already designed, is a packaged unit or has a significant pre-engineered component
 - b. Projects requiring an accelerated delivery schedule
7. Consider Job Order Contract (JOC) or Indefinite Delivery Indefinite Quantity (IDQ) delivery method:
 - a. Projects estimated under \$250,000
 - b. Projects with repetitive components
 - c. Single trade support from flooring, wayfinding IDQ contracts
 - d. PM justification and PMCS Director written approval required for projects above \$250,000
8. Consider Sole Source delivery method:
 - a. Approved by PMCS Director, on main Austin campus, less than \$25,000 or on remote auxiliary campus locations less than \$100,000.
 - b. Emergency repair projects within the approval authority
 - c. Highly specialized, low dollar project components with adequate justification to PMCS Director
9. Consider Purchase Order (PO) delivery method:
 - a. Small, single trade requirements
 - b. Purchase of furnishings or equipment
 - c. Specialized testing services
10. Consider PMCS Construction Services(In-house shops) delivery method:
 - a. Highly sensitive, secure area projects



Project Management & Construction Services

Standard Operating Procedures

- b. Generally limited to \$50,000 project cost but may be higher cost if shops capacity and work schedule permit
- c. Projects not requiring professional design services
- d. Work order tasks and supplemental work orders

Project Management and Construction Services

Project Delivery Method Selection Matrix

	General Bid (DBB)	Sole Source	Competitive Sealed Proposal	CM at Risk	Design Build	JOC	JOC Partial Design	IDQ	Purchase Order	PMCS Shops
Description	Open bid selected on basis of lowest cost after full design	When supplier / manufacturer is preselected. Coordinate with Manager or Assistant Manager, Contracts Section and request written sole source approval from PMCS Director	Contractor is selected based on an evaluation of price and qualifications by selection committee	Construction manager serves as the general contractor providing design phase consultation. Committee Selection based on qualifications and fee percentage.	A single entity is contracted to provide both design and construction. Committee Selection based on qualifications and fee percentage.	Process for contracting minor construction, alterations, etc. in which orders are priced based on pre-priced tasks contained in a specified unit price book. Coordination with Manager, Special Projects and Alternative Contracts	Process for contracting minor construction, alterations, etc. in which orders are priced based on pre-priced tasks contained in a specified unit price book. Coordination with Manager, Special Projects and Alternative Contracts.	Contractor is selected for single trade work based on a pre-set fee. Coordination with Manager, Special Projects and Alternative Contracts.	Direct purchase of items not included in a construction contract. Coordinate with Facilities Services Purchasing Department.	Work is performed by Construction Services shops based on an hourly billing rate. Coordinate with AD, Construction Services or Manager, Project Planning and Production Control.
Project Cost	< \$4M except as approved by the UT System Board of Regents	< \$25K UTM/PRC; < \$100K MSI, MCD and other locations remote from main campus	< \$4M except as approved by the UT System Board of Regents	< \$4M except as approved by the UT System Board of Regents	< \$4M except as approved by the UT System Board of Regents	\$50K - \$250K*	Generally < \$100k	Generally < \$100k	N/A	< \$50k
Best Suited For	<ul style="list-style-type: none"> - Projects without critical completion deadline - Projects with highly defined plans and specifications - Can be built to quality standards by any general contractor 	<ul style="list-style-type: none"> - Emergency repair projects within approval authority - Highly specialized, low dollar project components 	<ul style="list-style-type: none"> - Projects with tight delivery schedules (such as summer season) - Projects with specialized or highly technical components - Projects where specific experience or capability is needed by the selected contractor 	<ul style="list-style-type: none"> - Projects with tight delivery schedules (such as summer season) - Projects with specialized or highly technical components - Projects where specific experience or capability is needed by the selected contractor <ul style="list-style-type: none"> - where early contractor involvement in design review, value engineering, and cost estimating is preferred - For execution of a capital project with multiple GMP components or a series of capital Projects being planned in the same building or nearby buildings during the same time period - For remote site execution of multiple Projects over a specified time period 	<ul style="list-style-type: none"> - Projects requiring an accelerated delivery schedule - Project is dominant in one trade or discipline 	<ul style="list-style-type: none"> - Projects with repetitive components - Projects requiring a full design and quick response 	<ul style="list-style-type: none"> - Projects with repetitive components - Simplified, reduced scopes of work with minimal design requirements 	<ul style="list-style-type: none"> - Projects with single trade support from flooring, wayfinding IDQ contracts 	<ul style="list-style-type: none"> - Small, single trade requirements - Purchase of furnishings or equipment - Specialized testing services 	<ul style="list-style-type: none"> - Small, single trade requirements - Highly sensitive, secure area projects - Work order tasks and supplemental work orders
Duration from NTP	Generally 120 days - 1 year (not known for accelerated schedules)	<120 days	Generally 120 Days - 1 year	Generally 120 Days - 1 year	Accelerated	Quick Response / Generally < 120 days	Quick Response	Quick Response < 60 days	< 60 days	< 120 days
Bid Period Duration	21-45 calendar days	(Insurance/Bonds) 5-15 days	30 - 60 calendar days	30 days	N/A	15 - 30 calendar days	15 - 30 calendar days	1 - 5 calendar days	5 - 25 calendar days	N/A
Project Space	Generally Vacated during construction	Occupied or Vacated during construction	Generally Vacated during construction	Generally Vacated during construction	Generally Vacated during construction	Generally Vacated during construction	Generally Vacated during construction	Occupied or Vacated during construction	Occupied or Vacated during construction	Security Sensitive