



DEPARTMENT OF
GENERAL SERVICES

DIVISION OF ENGINEERING AND BUILDINGS

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DEB Notice 060415

(Effective: 06/04/15)

Authorization for Use of Construction Management at Risk (CM) Procurement

I. Purpose of this Notice:

The purpose of this notice is to clarify the documentation required to be included in an Agency's request for approval to use the Construction Management at Risk (CM) procurement procedures as adopted by the Secretary of Administration and outlined in Section 7.2 of the Construction and Professional Services Manual.

II. Required Documentation

In accordance with the procedures adopted by the Secretary of Administration, the Agency shall request authority, in writing, and receive approval from the Director of the Division of Engineering and Buildings to use CM.

The request shall contain the following:

- Agency Name
- Project Name
- Project Number
- Construction Cost
- Total Project Cost
- Phase of the project design at the time of the request
- Statement and justification addressing why:
 - 1) competitive sealed bidding is not practicable or fiscally advantageous
 - 2) fast tracking is necessary to meet the Agency's programmatic requirements
 - 3) value engineering and/or constructability analyses concurrent with the design are required

To facilitate submittal of the above data, a new form, [DGS-30-456, "CM at Risk Authorization Request"](#) is now available for download from the DGS Forms Center. Please submit completed forms to capout@dgs.virginia.gov.