

# FREQUENTLY ASKED QUESTIONS

## SECTION 1: PROJECT CHARACTERISTICS

**How does Integrated Project Delivery (IPD) differ from the other delivery methods?** In an IPD organization, the primary parties enter into a single, multi-party contract agreement.

**Should the building gross square-footage include the area of parking structures?** No, please remove the area of all above grade, standalone parking structures from your building square-footage.

**What effects the level of complexity?** Contributors to project complexity include the type of building systems used and their interdependence, relative to other projects of similar type.

## SECTION 2: PROJECT ORGANIZATION

**What do SD, DD, and CD mean?** During the Schematic Design (SD) phase, the spatial relationships, scale and form of building are developed based on the owner's requirements. The Design Development (DD) phase lays out the mechanical, electrical, plumbing, structural and architectural systems. The drawings and specifications for construction details are finalized during the Construction Document (CD) phase.

**Where is Design-Builder in the list of project participants?** Design-build firms, with in-house design and construction services, should use the row labeled 'GC, CM/GC or DB'. Designer-led, contractor-led and joint venture design-build deliveries should use both rows labeled 'Architect/Designer' and 'GC, CM/GC or DB' to represent the design-build team.

**What is meant by administrative burden?** Administrative burden includes the amount of paperwork, length and frequency of meetings and the management or oversight of team members.

## SECTION 3: PROJECT COST

**What is the difference between the Construction Cost and Total Project Cost?** Construction costs include the field labor, materials, oversight, general conditions and fees incurred by contractors to build the project. Typically, the construction costs are equal to the value of the contracts held by the construction manager at risk or general contractor. Total project costs include both these construction costs *and* the services provided by the architect/designer and outside consultants.

## SECTION 4: PROJECT SCHEDULE

**What's the difference between 'Planned' and 'Actual' dates?** Planned dates are the initial contract commitments made between the owner and project team (e.g. the contract specifies a substantial completion on or before 11/5/2011). Actual dates represent when the commitment was achieved or 'as-built' by the project team (e.g. a Certificate of Occupancy was issued 11/3/2011).

## SECTION 5: PROJECT QUALITY

This section contains questions based on your experience with the building *after* project completion. When assessing the quality of the facility and systems, please consider only the finished product.

## SECTION 6: PROJECT SAFETY

**What is the difference between a recordable and lost time incident?** A recordable incident is a work-related injury or illness that results in death, days away from work, restricted work or transfer to another job, medical treatment beyond first aid or loss of consciousness. Lost time incidents are a specific subset of recordables that result in one or more days away from work.

## SECTION 7: SUSTAINABILITY

**What is the difference between 'Planned' and 'Awarded' level of certifications?** Planned certification is the level of sustainability conveyed to the project team prior to or during schematic design. Awarded certification is the level of sustainability achieved and recognized by the rating system used for the project.

## SECTION 8: TEAM PROCUREMENT & CONTRACTS

**What is the difference between Price (Fee) and Price (Work)?** Price (Fee) refers to selection based only on the project participant's proposed fees, or fees and general conditions. Price (Work) refers to selection based on the project participant's proposed price for their entire scope of work, including all fees, general conditions, labor, materials and equipment.

**What is the difference between a 1-stage RFP and a 2-stage RFP?** A 1-Stage Request for Proposal (RFP) announces a project program, asking respondents to provide a comprehensive proposal for the work. A 2-Stage RFP first asks respondents to submit documentation for an initial screening, followed by the preparation of a comprehensive proposal. If a member of your project team was solicited with more than 2 or more-Stages of RFP, please indicate "2-Stage" on the questionnaire.

**What is the difference between Cost Plus (Fixed Fee) and Cost Plus (% Fee)?** Cost Plus (Fixed Fee) reimburses a project team member for the direct cost of work, plus a fixed fee that does not change with an increase in the cost of work. Cost Plus (% Fee) reimburses a project team member for the direct cost of work, plus a variable fee that is calculated as a percentage of the cost of work.

**What would be considered operation and maintenance scope included in a contract?** Operation and maintenance (O&M) scope may include preventative maintenance, repair of malfunctioning or deteriorated systems, and the process of using the building system equipment to accomplish their function. Contractual warranty and callback service should not be considered O&M scope for the purposes of this questionnaire.

## SECTION 9: TEAM CHARACTERISTICS & BEHAVIOR

**What is the difference between the end user and the owner?** The end-user is the individual or group occupying the completed building and using it for the intended purpose (e.g. nurses and doctors in a hospital). The owner is the individual or group initiating and overseeing the project to fulfill a programmatic need (corporation building a new home office). In some cases, the owner and end-users can be the same.

**What is co-location?** Co-location is the practice of establishing a continuously shared workspace among project team members, for example sharing trailers on site. Working in separate trailers is not considered as co-location.

**What is considered compromising on a project issue?** Compromise is made through mutual concessions, where team members adjust their conflicting or opposing claims, principles and demands to reach an agreement on project issues.

## SECTION 10: PROCESS AND TECHNOLOGY

**What is multiple trade involvement in prefabricated or modularized systems?** Multiple trade involvement refers to the practice of assembling a system or units of system with components from multiple disciplines on the project (e.g. racked MEP distribution with duct, pipe and conduit from different trades).

## SECTION 11: LESSONS LEARNED

In this section, please provide any insights which may clarify or assist in our understanding of the project.