

MORE INFORMATION ABOUT

Series 100: Introduction and General

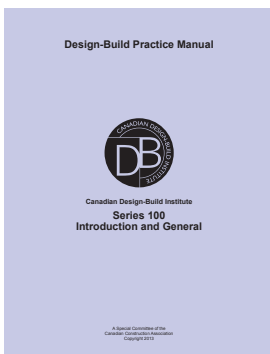
The 100 Series of the Canadian Design-Build Institute (CDBI) Practice Manual is the first of a series of guides designed to assist Owners and Design-Builders to understand the Design-Build process.

In North America, traditional project delivery systems fall into two categories – design-bid-build and construction management. Each method has variants to address methods of payment, delivery and allocation of risk. During the past decade, however, resurgence of the Design-Build procurement method has offered Owners a third alternative.

In the traditional project delivery system the Owner engages an Architect/Engineer to prepare designs and construction documentation, and hires a contractor to build the project. In the Design-Build project delivery system, the Owner contracts with the Design-Builder to provide both design and construction services in one package.

Design-Build is not a panacea and, in some instances, traditional project delivery systems may offer distinct benefits on certain projects. By carefully weighing all the benefits and disadvantages, Owners can select the method most appropriate to any given project.

The guide also includes a comprehensive list of Design-Build terminology, industry acronyms, benefits of Design-Build and other considerations.



Available for purchase separately or as part of the Canadian Design-Build Institute Practice Manual from your local construction association

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MORE INFORMATION ABOUT

Series 200: A Guide to Procurement and Award

Series 200 of the Canadian Design-Build Institute (CDBI) Practice Manual is part of a series of guides designed to assist Owners and Design-Builders to understand the Design-Build process.

The Design-Build method of project delivery involves a single source for design and construction services. While the Design-Build method may be applied to a wide variety of project types and sizes, this guide is generally more suited to large or complex projects. The Series 200 documents are intended to assist Owners in preparing documents for a Design-Build proposal call, however prospective Design-Builders should also make themselves aware of the content of the Series 200 documents to understand the Owner's perspective. Design-Builders are advised to refer to Series 300 for best practices in responding to RFQs and RFPs.

Owners must pay particular attention to the early development and finalization of design and construction criteria, as well as to the procedures for selecting the Design-Builders, the design solution, schedules, contract conditions, contract price, methods of delivery and payment, and the best overall proposal.

The guide also includes information on why and how much Owners should pay in honouraria.



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MORE INFORMATION ABOUT

Document 210: Request for Proposal Guide

CDBI Document 210 is a guide for Owners to develop a Request for Proposal (RFP). It describes the principles and organization of the general requirements contained in a typical RFP.

In addition to a short narrative description of the following subject matters, this guide provides sample optional wording for users to choose from:

INFORMATION TO PROPONENTS

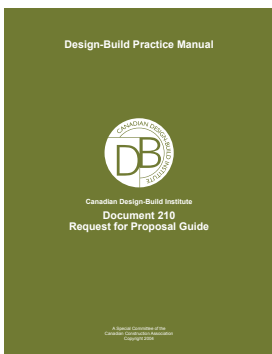
- Proposal documents (honorarium, purpose and use)
- Qualification of Proponents
- Examination of the RFP documents and site (Proponent's responsibilities, Owner-provided information)
- Availability of lands for work
- Omissions, interpretations and addenda
- Proposal security (submittal and return)
- Contract times
- Pre-proposal conference and Design-Build proposal protocol and schedule
- Technical exhibits required with the proposal
- Proposal form (instructions for completion)
- Submissions of proposals
- Opening of proposals and evaluation
- Owner's acceptance or rejection of proposals

PROPOSAL FORM

- Project identification
- Proposal salutation
- Proposal obligations and representations
- Contract price
- Terminology

SUBMISSION

- General requirements
- Format



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MORE INFORMATION ABOUT

Series 300: A Guide to Responding to RFQs and RFPs

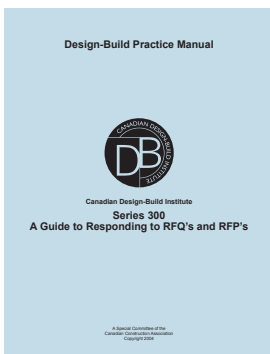
The 300 Series of the Canadian Design-Build Institute is a guide designed to help Design-Builders confidently and professionally respond to Requests for Qualification (RFQ) and Requests for Proposals (RFP).

This guide focuses on the following main points:

- **HOW TO ANALYZE AN RFQ TO DETERMINE WHETHER A RESPONSE IS WORTHWHILE**
Qualification process, project (size, scope and location), owner (expectations, financial capability, lines of communications, and consultants), submission requirements, evaluation criteria, prospects of success.
- **HOW TO ASSEMBLE A DESIGN-BUILD TEAM AND TO DEMONSTRATE THAT THEY ARE THE MOST CAPABLE IN PERFORMING THE WORK**
Role and team definitions, team selection, financial, administrative and corporate structures, teaming agreement.
- **KEY CONSIDERATIONS IN PREPARING THE SUBMISSIONS**
RFQ – format, clarification, team structure, management plan, firm/team experience, resumes, financial capability.
RFP – owner analysis, submission requirements, cost of proposals, risk analysis, evaluation criteria, proposal schedule, delivery, proposal/oral presentations.
- **WHAT TO ANALYZE IN THE OWNER'S STATEMENT OF REQUIREMENTS**
Assessments of site, planning/zoning issues, building program, performance standards, budget/schedule.

There are also discussions on the development of proposal designs and response to draw/build proposal calls.

The 300 Series is part of a continuing series of Design-Build manuals that are products of a consensus-building process aimed at balancing the interests of all parties on design-build projects. They reflect recommended industry practices.



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MORE INFORMATION ABOUT

Document 310: A Guide to Conceptual Estimating

CDBI Document 310 offers guidance to conceptual estimating and shows how it plays a very important role in the Design-Build process.

A conceptual estimate is an assessment of the cost or value of a project based on conceptual design information, including general characteristics such as size, shape, location, material selection, etc., and by necessity must include all items necessary to complete a project, whether or not explicitly shown or specified.

- **For Owners** – Develop the project budget to determine the project’s feasibility and to use as a baseline measurement to control costs as the design develops.
- **For Design-Builders** – Price the design-build project.

This guide explains the factors that influence the cost of a project, and these typically include:

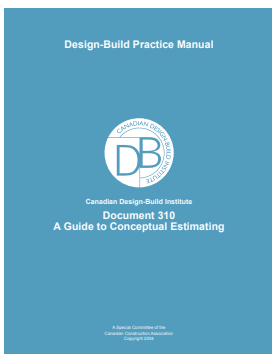
- **Economy** – Strong economy encourages capital investments and weak economy slows capital investments.
- **Construction Industry** – The availability and cost of resources such as labour and materials directly impact overall construction costs.
- **Building** – Type, geographic location, shape, size, height, interior/exterior layout, planning efficiency, materials, designers, etc.

Essential elements of a good conceptual estimate include:

- Understanding of the project intent.
- Take-off or quantity survey.
- Pricing by both subcontractors and sub-consultant design professionals.

There are also discussions on the two conceptual cost methods:

- Single-unit cost method, which is used during the very early stages of concept and design.
- Multiple-unit cost method, which is used thereafter as the design evolves.



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MORE INFORMATION ABOUT

Series 400: A Guide to Project Delivery

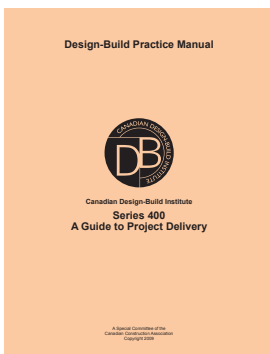
The 400 Series of the Canadian Design-Build Institute (CDBI) Practice Manual is a guide designed to assist Owners and Design-Builders to understand the Design-Build process.

There are significant differences between the delivery of Design-Build and traditional design-bid-build projects. The major difference is that the Design-Builder assumes the traditional roles and responsibilities of the Consultant and Contractor for both design and construction. The Design-Builder undertakes to design and build a project that meets the Owner's statement of requirements.

The key to delivering a successful Design-Build project is for all participants (Owner, Design-Builder, Consultants, and Contractors) to commit to working together co-operatively for the benefit of the project. It is important that all participants agree to and understand their roles and responsibilities. A co-operative approach reduces decision-making times, administrative costs, and the risk of cost and schedule overruns and disagreements about contract interpretations.

The guide also includes a comprehensive list of Design-Build terminology, information on agreements, schedule & cash flow, payment, changes, dispute resolution, the role of authorities having jurisdiction, to mention a few.

The 400 Series is part of a continuing series of Design-Build manuals that are products of a consensus-building process aimed at balancing the interests of all parties on design-build projects. They reflect recommended industry practices.



Available for purchase separately or as part of the Canadian Design-Build Institute Practice Manual from your local construction association