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0.0 GENERAL INFORMATION


The Manual has been prepared by UC Denver Facilities Projects to assist and guide UC Denver Project Manager, architects, engineers, contractors and other responsible parties with information for design and construction of new and renovation of existing facilities for UC Denver.

The objective of The Manual is to describe and set forth policies, procedures, responsibilities, guidelines and which UC Denver believes to be representative of desirable practices.

0.2 Authority and Empowerment of The Manual:

The State of Colorado mandates that the International Building Code (IBC) and related standards be the recognized authority for the public health and safety, and continuity of all State owned buildings. The University of Colorado Denver is charged with the responsibility of ensuring that the provisions of these standards are met on its campuses. UC Denver has the specific tasks to review the design and construction documents, to issue a permit and to inspect construction work to ensure conformance to these standards on its Anschutz Medical Campus, Downtown Campus, and for any other UC Denver-owed facilities and issue a certificate of occupancy and most current State Buildings close out and occupancy forms if satisfactory compliance is demonstrated.

To this end, UC Denver has a building authority to carry out the duties and responsibilities stated above. The authority is executed by the Campus Building Official (CBO) who has the responsibility to perform all the duties set forth in the IBC, appearing in Section 3.0.5.2, Technical Standards, Codes and Regulations of this document, and as deemed necessary and advisable to ensure the public health and safety pertaining to UC Denver buildings.

Additional building and renovation requirements are outlined in the UC Denver Campus Building Official and Code Enforcement Policy included in Part 1 of The Manual.

0.3 Working Relationships with UC Denver and Facilities Projects:

UC Denver is an agency of the State of Colorado. An employee of UC Denver is appointed as the UC Denver Representative for each project to represent the Owner, namely the State of Colorado, in the course of project design and construction.

Typically, the UC Denver Representative will be a Facilities Project employee acting as a Project Manager. UC Denver has many departments, service groups, committees and individuals that are involved with project design, and construction. All interactions with UC Denver will be through the Project Manager. Where reviews and/or approvals are required in The Manual, these shall be coordinated through the Project Manager.

0.4 Request for Clarification to the Manual:

Request for clarifications or suggested revisions for The Manual should be submitted to UC Denver Facilities Projects. Every request will be reviewed and acted upon and a written reply will be returned to the person making the request.

Revisions, when necessary, will be posted (UC Denver Facilities Projects web site) indicating the dates of revisions.

0.5 Anschutz Medical Campus Master Plan:
Design team should request the latest version of the UC Denver Master Plan at the start of design from the UC Denver Campus Architect. Design team should coordinate and design the project within the framework of the most current Master Plan.

0.6 Project Program Plan:

A program plan for a project’s space requirements is developed following Colorado Commission on Higher Education (CCHE) Guidelines for larger projects generally $2 million and above.

During the design phase of a project, space planning shall conform to the project program plan. Any deviation from the program plan must be reviewed and approved by UC Denver Facilities Projects through the UC Denver Project Manager.

On projects that do not have a developed program plan, the space requirements will be established during the design phase.

0.7 Project Funding:

Projects may be funded either internally from UC Denver, externally from the State of Colorado or a combination of both.

All internally funded projects are handled in the manner set forth in The Manual with regard to preparation of design and construction documents and construction procedures.

State funded projects are handled differently. The Manual does not attempt to describe all of the procedures for State funded projects. However, the guidelines and standards described in The Manual still apply except where stricter requirements are identified by the State of Colorado. The required procedures and standard forms for State Funded Projects can be obtained from the UC Denver Project Manager.