

System & Campus Responsibility Matrix

Task	System	Campus
Policy & Procedures	X	
Interpretation	X	
Contract Documents	X	
All Modifications	X	
Design & Construction Manuals	X	
Authority Having Jurisdiction	X	
Interpretations, Variances, & Equivalencies	X	
Construction Document Review <\$500K		X
Construction Document Review >\$500K	X	
Code Inspections		X
Project Initiation		X
Project Information Form (PIF)		X
Project Management		X
A/E Selection		X
RFQ/RFP		X
Interviews		X
Request for Proposal		X
Agreement Preparation		X
Agreement Signed		
Construction <\$500K and/or Agreement <\$100K		X
Construction >\$500K and/or Agreement >\$100K	X	
A/E Payments		X
Advertisement		X
Bidding		X
Pre-Bid Meeting		X
Bid Opening		X
Bid Irregularities/Rejection of Bids	X	
Bid Evaluation		X
Supplier Diversity Evaluation		X
Construction Award		X
Construction Contract Preparation		X
Construction Contract Signed		
Construction Contract <\$500K		X
Construction Contract >\$500K	X	
Construction Management		X
Change Orders		X
Approval		
Less than 10% of Construction Contract and less than \$250K for individual CO.		X

More than 10% of Construction Contract and more than \$250K for individual CO.	X	
Construction Inspections		X
Prevailing Wage	X	
Contractor Payments		X
Substantial Completion		X
Final Certification		X
Final Payment		X
Administrative Review		
First Review Request		X
Second Review Request	X	