DEFINITIONS AND TERMS

As-Built Documents
As-built documents are the collection of paper drawings or electronic drawings that typically reside in the contractor’s onsite trailer that contain mark-ups, annotations, and comments about changes that have been made to the contract documents during the construction phase.

Athens-Clarke County (ACC)
Athens-Clarke County, Georgia is where the University of Georgia Main Campus is located.

Bid (or Base Bid)
For the Design-Bid-Build project delivery method, this is the offer of a Bidder submitted on the prescribed form setting forth the Contract Sum for all activities required by the Contract Documents.

BIM (Building Information Modeling)
The term refers to the conveyance of the physical and functional attributes of a facility in a digital composition.

Board of Regents of the University System of Georgia (Board of Regents or BOR)
The Board of Regents of the University System of Georgia exercises general supervisory control over all Institutions of the University System and is identified in a Contractual Agreement as the “Owner” for whom the work is to be completed.

“Campus”
The term refers to the University of Georgia’s main campus in Athens, Georgia as well as all other Board of Regents UGA Property.

Center for Teaching and Learning (CTL)
The Center for Teaching and Learning is in Athens, Georgia at the University of Georgia main campus. The department serves faculty, administrators, and graduate teaching assistants in each of the University’s schools and colleges.

Client
For OUA managed projects, the OUA is the Design Professional or Contractor’s Client. For FMD managed projects, the FMD is the Design Professional or Contractor’s Client. The End-User is not the Design Professional or the Contractor’s Client.

Consultant or General Consultant
The person or entity, selected by the OUA or FMD and as identified in the Contract, provides guidance, counsel, and additional services to help facilitate and assist the decision-making process. By definition, the General Consultant is acknowledged as a Design Professional which is further defined in this section.

Contract
The written document that is the evidence of the Contract between the Owner and the Contractor.

Contract Documents
The Contract Documents include the executed Contract, any Component Construction Documents, the Construction Documents, and all Change Orders.
Contractor

The person or entity responsible for the proper completion of the activities described in the Contract Documents and who executes the Contract. The term “Contractor” means: General Contractor (GC) or Construction Manager (CM) or Design Builder (DB).

Cost of the Work

For Construction Manager and Design-Build project delivery methods, this is the sum of all allowable costs necessarily incurred and paid by the CM/GC or Design-Builder in the proper performance of the Work.

Design & Construction Standards (Standards)

The design principles, guidelines, and specifications for the University of Georgia that are deemed as the requisite for the Design Professional and Contractor.

Design Professional (DP)

The Architect or Engineer or Architectural or Engineering Firm selected by the Owner (i) for the design and preparation of Contract Documents governing the construction of a Project, or (ii) for Construction Contract Administration under the Contract Documents, or (iii) for both, all such services and the scope thereof to be set forth in the Design Professional Contract. The Design Professional is not an employee of the Owner, but rather a part of its business organization that is engaged or retained by it for the purpose of performing Design and Construction Administration Services for the project. The term “Design Professional” includes: Architects, Engineers, Surveyors, Designers, General Consultants, and other Consultants.

Drawings

The part of the Contract Documents prepared or approved by the Design Professional that graphically show the scope, extent, and character of the Work to be performed by the Contractor. Shop Drawings and other Contractor submittals are not Drawings as so defined.

End-User (Tenant)

The End-User is a person or entity that will occupy the Project at completion of the Work. The End-User is transient in nature and it is not unusual for the End-Users to change throughout the project. The End-User has no contractual relationship with the Contractor or Design Professional. Therefore, the Design Professional and Contractor are explicitly forbidden to communicate directly with the End-User without prior written approval. Examples of End-Users include: Academic Units, UGA Departments, and the Dean or other Personnel assigned by the Dean.

Enterprise Information Technology Services (EITS)

The Enterprise Information Technology Services is in Athens, Georgia at the University of Georgia main campus and is the central information technology organization.

Environmental Safety Division (ESD)

The Environmental Safety Division is in Athens, Georgia at the University of Georgia main campus. The Division concentrates on the welfare and safety of University faculty, students, and visitors.
Facilities Management Division (FMD)
Facilities Management Division is in Athens, Georgia at the University of Georgia main campus. FMD serves as the University of Georgia’s Owner’s Representative and is the Client for projects managed by FMD.

General Conditions
See Overhead Costs and Expenses

Integrated Project Delivery (IPD)
IPD is a project delivery method that integrates people, systems, business structure and practices into a process that collaboratively harness the talents and insights of all participants to optimize project results, increase value to the owner, reduce waste, and maximize efficiency through all phases of design, fabrication, and construction. IPD also describes a contractual relationship between Owner, Design Professional, and Contractor; however, this aspect of IPD is not applied to Board of Regents of the University System of Georgia projects.

IPD Methodology
IPD Methodology is a concept that uses methods from the IPD contacts, but does not have the contracts actually in place. It idealizes the concepts of integration of all team members to try and benefit the entire project.

IPD Methodology Plan
The IPD Methodology Plan is a declaration of how the project team will achieve the goals of an IPD Methodology. The plan can have several components. Two examples of an IPD Methodology Plan are: the completion of a Reverse Phase Schedule and Critical Path Modeling.

The Leadership in Energy and Environmental Design (LEED)
The Leadership in Energy and Environmental Design (LEED) Green Building Rating System is a suite of standards for environmentally sustainable construction. Based on a point system, a building can achieve different ratings based on the performance of the design, construction, and operation of the building.

Office of the University Architects for Facilities Planning (OUA)
OUA serves as the University of Georgia’s Owner’s Representative and is the Client for projects managed by OUA.

Overhead Costs and Expenses (General Conditions)
Contractor expenses as defined in the Contractor’s Contract.

Owner
The Board of Regents, or a Unit of the University System of Georgia, identified as such in the Contract with whom the Contractor or Design Professional has entered into the Contract and for whom the Work is to be completed.

Owner’s Representative
Owner may from time to time in writing designate one individual as the Owner’s Representative on the Contractual Agreement. The Owner’s Representation is the OUA and is further delegated to an individual or group of Project Managers.
Project
The Project is the total and complete undertaking for the Public Works Facility to be constructed under the Contract.

Project Manager
Unless specifically noted otherwise, for this Standards, Project Manager means an OUA or an FMD Project Manager; it is not referring to the Contractor’s Project Manager. For an OUA administered project, the OUA designates an individual Project Manager to coordinate and manage the Project in strict accordance with the Contract Documents and serves as the Representative of the Client, End-User, Owner, and UGA. For an FMD administered project, the FMD designates an individual Project Manager to coordinate and manage the Project in strict accordance with the Contract Documents and serves as the Representative of the Client, End-User, Owner, and UGA.

Specifications
The part of the Contract Documents consisting of written requirements for materials, equipment, systems, standards, and workmanship as applied to the Work, and certain administrative requirements and procedural matters applicable thereto. The term “Specifications” shall also include all written matter in the Project Manual or on the drawings and any Addenda or Change Orders thereto.

UGA Athletic Association, Inc. (UGAA)
The UGA Athletic Association, Inc. is in Athens, Georgia at the University of Georgia Main Campus and offers nationally competitive intercollegiate athletic programs. The UGAA leases land from the Board of Regents of the University System of Georgia.

UGA Fire Safety
UGA Fire Safety is a department within the Environmental Safety Division in Athens, Georgia at the University of Georgia main campus. The department assist with Georgia State Fire Marshal reviews and has provides certain life safety related services as further defined in 01 41 26.03 Permit Requirements – Construction Permits.

University of Georgia (UGA)
UGA is the Using Agency and an Institution of the Board of Regents of the University System of Georgia.

Using Agency
The State Entity for which the Project is being constructed. The term is defined as the University of Georgia, which is part of the Board of Regents of the University System of Georgia.

Using Agency’s Representative
For OUA managed projects, the Using Agency, UGA, has delegated OUA as the Using Agency’s Representative. For FMD managed projects, the Using Agency, UGA, has delegated FMD as the Using Agency’s Representative.