

2020 EDITION

MANUAL of PROCEDURES of the STATE of ALABAMA DEPARTMENT of FINANCE, REAL PROPERTY MANAGEMENT, DIVISION of CONSTRUCTION MANAGEMENT

INTRODUCTION

The Alabama Division of Construction Management (DCM) has two basic functions:

1. CODE FUNCTION:

- a. Adopt, promulgate, and enforce a State Building Code through required plan and specification review for any construction on state-owned property, public (including charter) and private K-12 schools regardless of funding sources, public and private postsecondary education schools, hotels/motels and movie theaters. DCM also performs required reviews of municipal and county-owned project submittals for ADA Standards compliance only.
- b. Enforce a State Building Code through inspections of state-funded construction, any construction on state-owned property, public K-12 schools and public postsecondary education schools.

2. ADMINISTRATIVE FUNCTION: Supervise and administer public building construction and improvement projects of State Agencies and Departments, the Alabama Public School and College Authority (PSCA)-funded and other bond-funded projects, Alabama Community College System (ACCS) projects, and other building projects and programs assigned to it by the Legislature and state Directors.

This manual defines requirements and procedures that building and property Awarding Authorities/Owners and design professionals must comply with if their construction or improvement project falls under the jurisdiction of one or both of these DCM functions. The jurisdiction of the Code Function is much broader than that of the Administrative Function and DCM's authority and procedures under each function varies dependent upon the project's Awarding Authority/Owner and their source(s) of funding for the project.

Although the chapters of the manual provide details of requirements and procedures, an Appendix A "SUMMARY OF DCM REQUIREMENTS BY PROJECT TYPE" is provided to assist readers to quickly determine which DCM requirements will apply to their project.

It is recommended that the reader first refer to Appendix A to obtain a general understanding of DCM's requirements applicable to a proposed project before proceeding to follow the procedures contained in this manual.