

**NUMBER:** 1622

**TITLE:** Authority to Contract with Local Building Official for Design Review and Inspections of Capital Projects

**APPROVED:** September 22, 2006

**I. Background**

The 2005 General Assembly session passed HB 2866 and SB 1327 to establish the Restructured Higher Education Financial and Administrative Operations Act. This Act allows public institutions of higher education restructured financial and operational authority as described in subdivisions A1 through A13 of Section 23-38.88 of the Act.

Pursuant to §23-38.88, *Eligibility for Restructured Financial and Administrative Operational Authority*, subdivision A2 states that public institutions of higher education shall be eligible “to have the option, as provided in Subsection C of th §2.2-1132 and pursuant to the conditions and provision under such subsection, to contract with a building official of the locality in which the construction is taking place and for such official to perform any inspection and certifications required for the purpose of complying with the Uniform Statewide Building Code (§ 36-97 et seq.), pursuant to subsection C of §36-98.1.”

**II. Board of Visitors Policy**

It is the policy of the Board of Visitors of Old Dominion University to utilize the City of Norfolk, Department of Planning, or that of any municipality within which the University currently has or may require facilities, as its building official to perform all design review and inspections of capital projects in order to ensure compliance with the Uniform Statewide Building Code where permitted and deemed appropriate. The Vice President for Administration and Finance or the Vice President’s designee shall determine the appropriateness for use of the City of Norfolk, Department of Planning, for any authorized project that achieves the University’s best interests.

**III. Authority**

The Vice President for Administration and Finance or the Vice President’s designee shall be responsible for interpretation, implementation and compliance of this policy. The Vice President for Administration and Finance may delegate this authority by letter.

**IV. Procedures**

The University shall:

- A. Comply with the requirements of the Virginia Public Procurement Act (§2.2-4300 et seq.);

- B. Meet the goals as established in *Eligibility of Restructured Financial and Administrative Operational Authority* (§23-38.99, Subdivision B);
- C. With the exception of the use of the City of Norfolk, Department of Planning, as the University's Building Official, the University shall comply with the design review process as described in the Commonwealth of Virginia "Construction and Professional Services Manual;"
- D. Utilize General Terms and Conditions for those forms of procurement as approved by the Department of General Services and the Office of the Attorney General;
- E. Follow all guidelines established by the Secretary of Administration; and
- F. Follow all administrative procedures established by the Department of General Services.