Idaho State Board of Education

Construction Projects Approval Process for Institutions and Agencies

All planned major capital projects must be on an institution’s or agency’s Board-approved Six-Year Capital Construction Plan (except as otherwise provided). Major capital projects are those for which the cost is estimated to exceed $1M (regardless of fund source).

There are two project delivery methods: Design-Bid-Build and Design-Build. Board Policy V.K. establishes approval processes for these two methods. Although design-build projects are performed by one team, design-build contracts can also allow a series of options to proceed (or not) at the design phase and at the construction phase. Therefore, the Board approval process for major projects using a design-build contract is the same as the approval process required for a design-bid-build contract.

A construction project approval process flowchart is provided on the following page.
Design-Bid-Build

Six-Year Capital Plan

| Major project must be on Board-approved Plan | Major project must be on Plan prior to solicitation, acceptance or commitment of gift or grant in support of the project |

Planning & Design

| Board approval required before beginning planning & design | Approval may not be requested concurrently with any other step in the approval process |

Project Budget & Financing Plan

| Board approval required | Approval can be requested concurrently with approval for Construction |

Construction

| Board approval required to proceed with project construction | Approval can be requested concurrently with Project Budget |

Financing & Incurrence of Debt

| Projects financed with any form of indebtedness requires Board approval | Financing must be approved at meeting subsequent to approval of project construction |

December 2011