

202 – Pre-Design Responsibilities of DFMS Project Management

DFMS Project Manager shall provide the following during Pre-Design:

- Assist the University Department in determining the initial total project cost of the project.
- Prepare an overall cost estimate of the total project cost. **See Section 202.1 for Total Estimate of Funds Required through Design (B-210)**
- Receive and process documents, initiated by the University Department, as necessary to set up the project account.
- Assist the University Department in developing their program. Arrange to hire consultants, if necessary, to assist in program development.
- If Federal Funding is involved, the DFMS Project Management may hire the appropriate consultants to:
 - Provide assistance during the permitting process.
 - Determine the level of environmental consideration for each specific Project.
 - Investigate and determine any endangered species, some of which have seasonal survey periods,
 - Determine which endangered species may affect project scheduling and deadlines due to Federal review or construction.
- The Project Manager in conjunction with the University Department is responsible for completion of the Pre-Design Checklist which includes considering all permitting needs.
- Consider the need for a Phase I Environmental Site Assessment (ESA).