

BRICKS Project

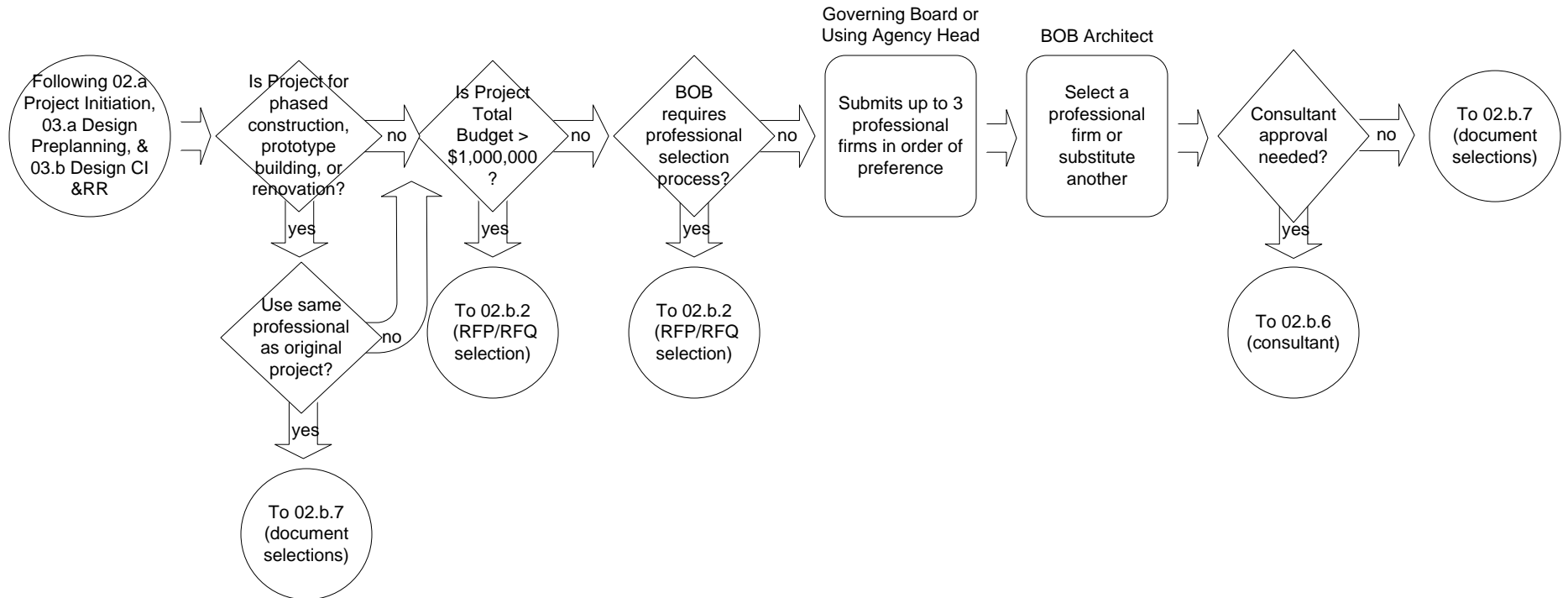
BoB Documented Workflows

No.	Business Processes
1	Project Funding
1.a	* Using Agency Needs
1.b	* Project Impact
1.c	* Bond Sales
2	Manage Projects
2.a	* Project Initiation
2.b	* Prime Professional Selection
2.c	* Commissioning Services - CI Projects
2.d	* Emergency Building Issues
3	Design
3.a	* Preplanning & Planning thru DD
3.b	* Planning CD
4	Bidding & Award
4.a	* Bid Advertisement
4.b	* Bid Opening
4.c	* Bid Award
5	Contract Management
6	Construction
6.a	* R&R and CI Projects
6.b	* Change Orders
7	Furniture & Equipment
7.a	* Initiation & Professional
7.b	* Plan & Advertise
7.c	* Bid, Award & Contract
7.d	* Payment & Close
8	Closure
8.a	* Substantial / Final Acceptance
8.b	* 1-year Warranty / Inspection
8.c	* Closing
8.d	* Roof Warranty
8.e	* Central Storage
9	Payments
9.a	* Professional
9.b	* Contractor
9.c	* Miscellaneous

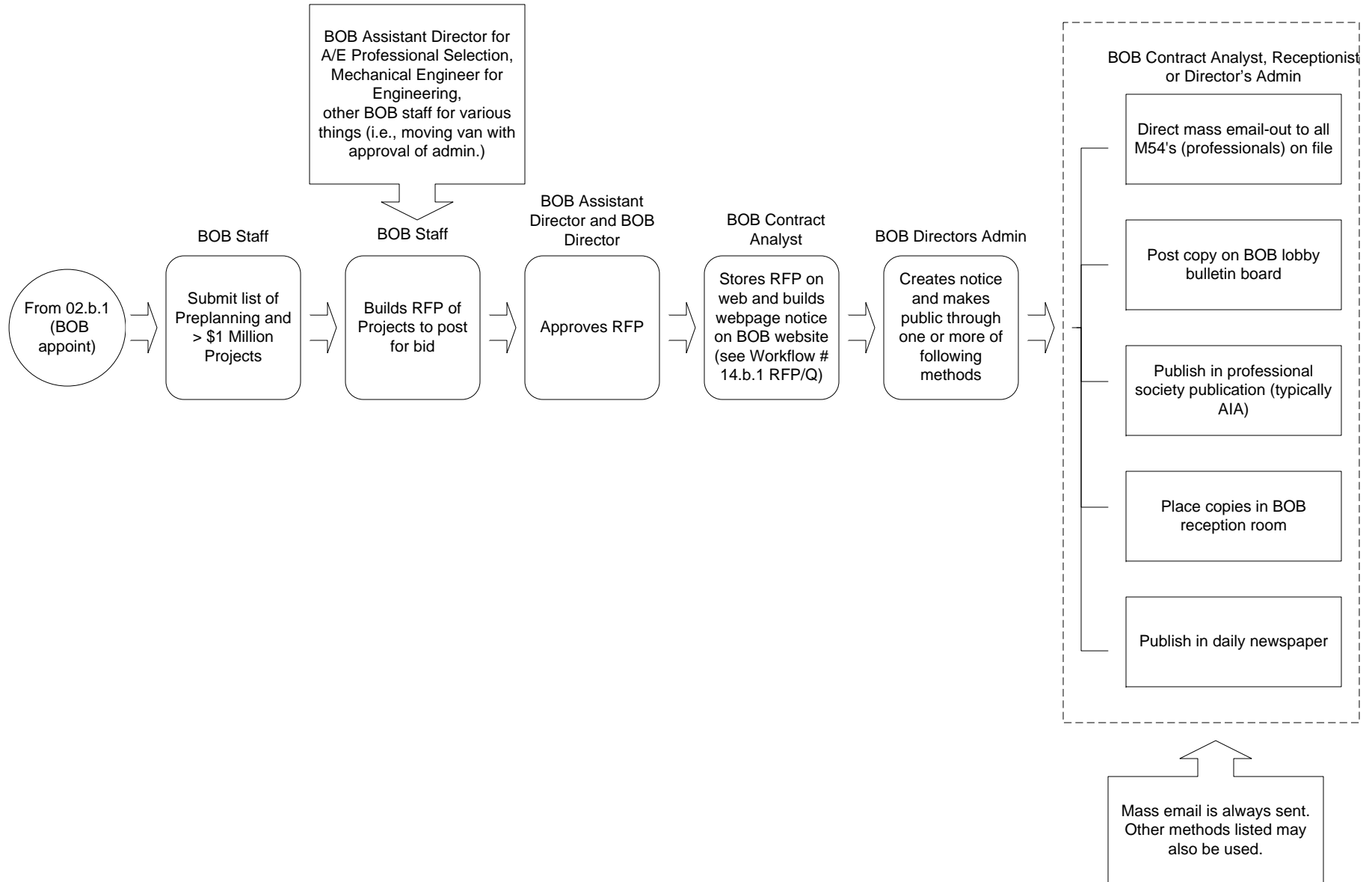
BRICKS Project BoB Documented Workflows

No.	Business Processes
10	Financial Management
10.a	* New Funds & Monies
10.b	* Move Existing Monies
11	Real Property Management - Purchase or Sale
12	Leasing
12.a	* Agency of Non-State Owned Space
12.b	* Parchman Farmland
12.c	* Wildlife Farmland
12.d	* Seat of Government Land
13	Compliance
13.a	* Incarceration Inspections
13.b	* Inventory of Buildings
13.c	* Open Records
13.d	* Professional Contract Pre-Approval
13.e	* PPRB (DFA delegated resp.)
13.f	* Legislature Special Issues
13.g	* State Building Inspections
14	Infrastructure
14.a	* Document Control
14.c	* M54 File and Other Contact Information
14.d	* Forms
14.f	* Web Content Management
14.g	* Procedure Manuals

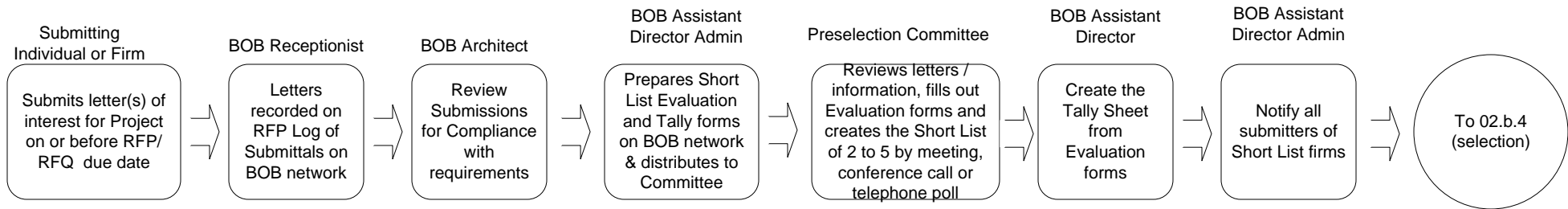
BRICKS Project Requirements Traceability
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants
 Work Flow #1 of 7 BOB Professional Appointment
 January 2, 2008



BRICKS Project Requirements Traceability
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants
 Work Flow #2 of 7 RFP/RFQ Professional Selection - Make Need Public
 January 2, 2008



BRICKS Project Requirements Traceability
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants
 Work Flow #3 of 7 RFP/RFQ Professional Selection - Preselection
 January 2, 2008



* A separate letter for each Project being submitted on is required
 * Additional information required will be listed in the RFP/RFQ (i.e., related services)
 * Joint ventures of professionals are acceptable with responsibilities of all parties stated in letter of interest
 * 2 copies of each submittal are required to distribute to BOB and Using Agency

Pre-Selection Committee:
 * 2 from Using Agency or Governing Board
 * DFA Deputy Director
 * BOB Director and 1 BOB Staff Member or 2 BOB Staff Members

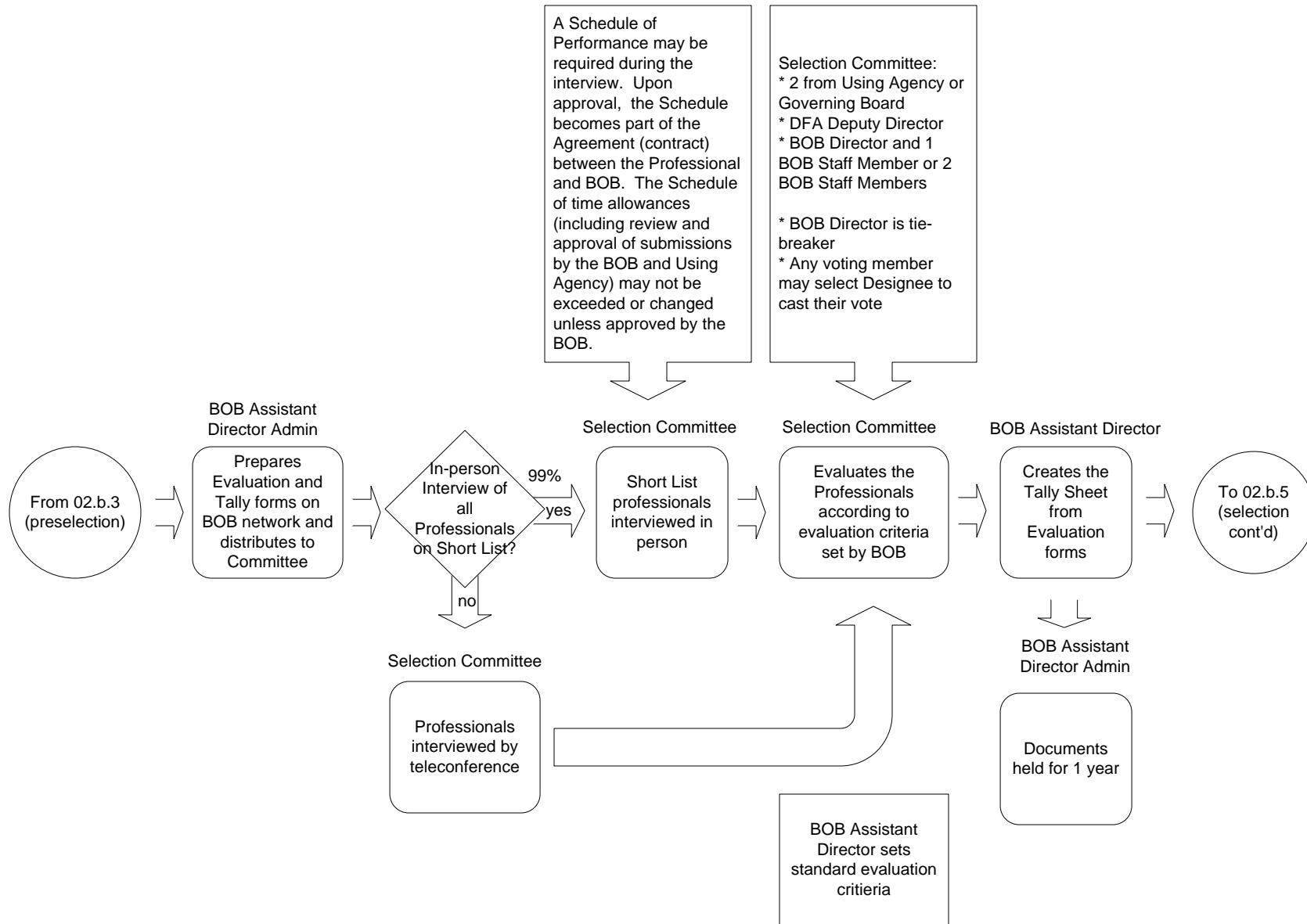
BOB Assistant Director Admin
 Documents held for 1 year

BRICKS Project Requirements Traceability

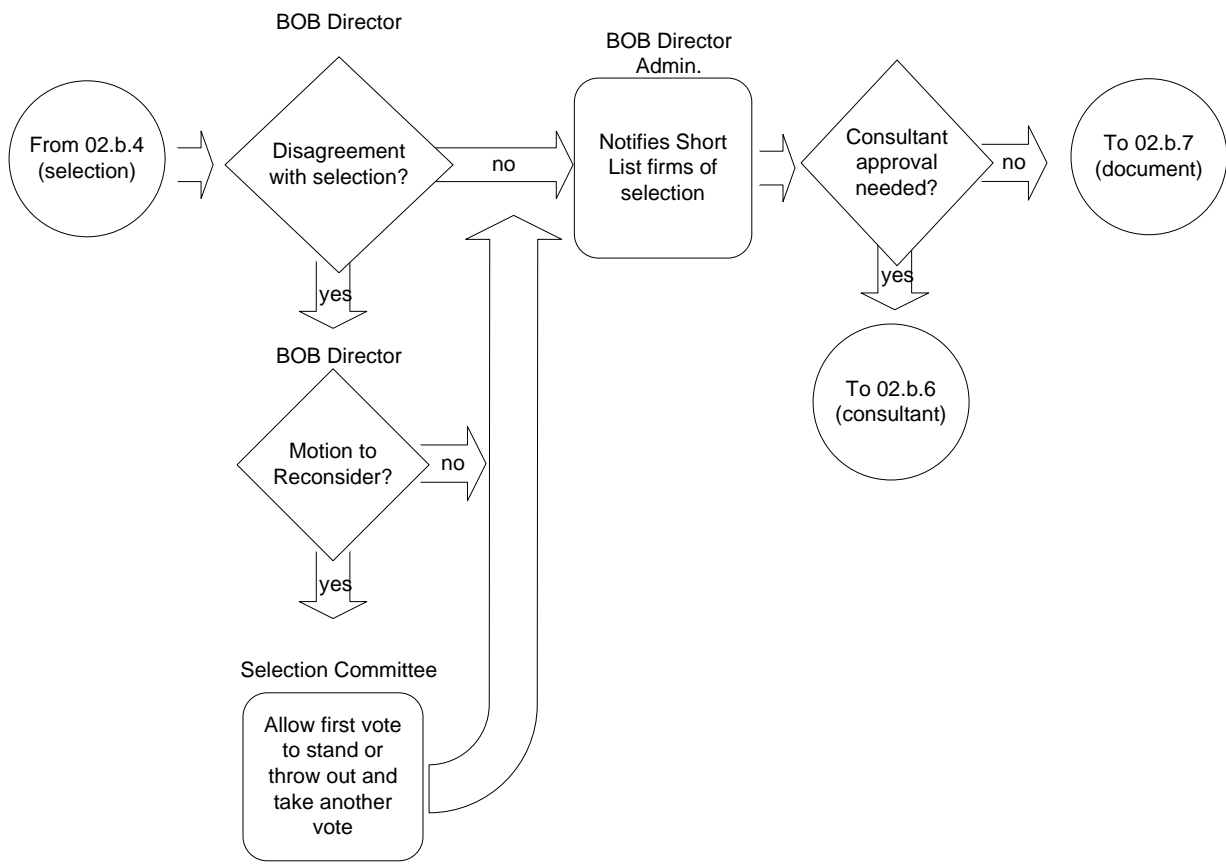
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants

Work Flow #4 of 7 RFP/RFQ Professional Selection - Selection

January 2, 2008



BRICKS Project Requirements Traceability
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants
Work Flow #5 of 7 RFP/RFQ Professional Selection – Selection, cont'd
January 2, 2008

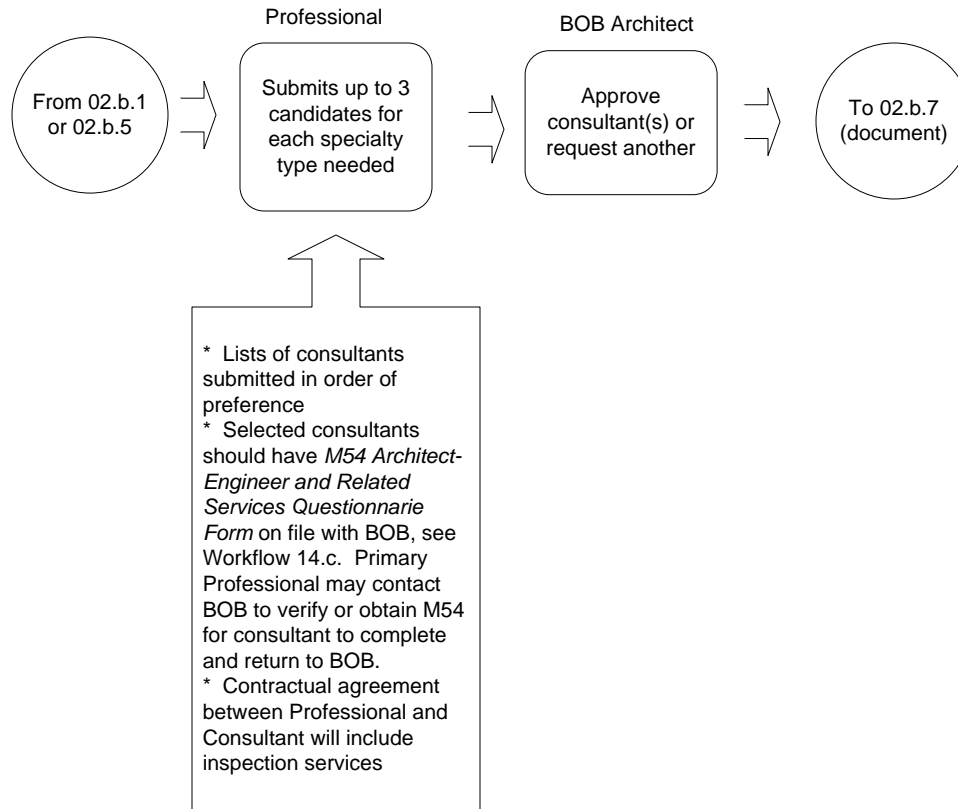


BRICKS Project Requirements Traceability

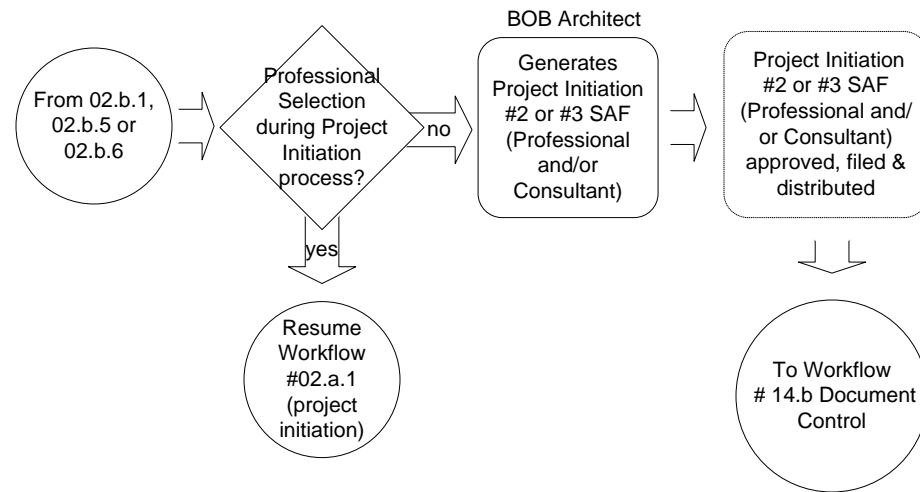
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants

Work Flow #6 of 7 Consultants Approval

December 6, 2007



BRICKS Project Requirements Traceability
Functional Area 02.b Manage Projects: Prime Professional Selection & Consultants
Work Flow #7 of 7 Appointment/Selection and Approvals Documented
January 2, 2008



PATS Actions:
* BDPC (Project Profile Change): enters professional and/or consultant
* BDAA (Project Award Add): enters professional award