

## USE OF SCOSE VERSIONS OF AIA DOCUMENTS IN DESIGN-BID-BUILD PROJECT MANUALS

Appendix B.2 of the Manual contains the Front-End documents for Design-Bid-Build projects. Incorporate the SCOSE Versions of the AIA Documents as follows:

The User will access the AIA Documents on Demand (DoD) website: <https://documentsondemand.aia.org/?filter=SCOSE>. pre-filtered for the SCOSE documents, select the desired document, and begin the DoD purchase process by completing the required information and providing a credit card. The documents are locked pdf's with several optional fields, standard text cannot be modified. Users can download the purchased DoD document at the end of the purchase process. In addition, users will receive a DoD document purchase confirmation email. The email contains a link to download the purchased DoD document. Users can use Adobe Reader to open the purchased DoD document, click on the optional fields and type appropriate data. After completing the optional fields, they may print the document.

If the user downloads the document to their computer or to a cloud based site, they will have continuous access to the locked document. If the user does not download the document, they will have access to the document via the email link for seven days.

**1. SCOSE Version of AIA A701, Instructions to Bidders:**

Fill this document out completely on the DoD website and purchase it from AIA. Insert it in the project manual where shown in the Table of Contents.

**2. SCOSE Version of AIA A201, General Conditions of the Contract for Construction:**

Fill this document out completely on the DoD website and purchase it from AIA. Insert it in the project manual where shown in the Table of Contents.

**3. SCOSE Version of AIA A101, Agreement Between Owner & Contractor Payment is Stipulated Sum:**

Insert a spacer page in the project manual where shown in the Table of Contents that states the following:

"The Form of the Contract shall be the SCOSE Version of the AIA Document A101-2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum, which is incorporated herein by reference. Samples of these documents may be viewed in Appendix J.2 of the OSE Manual, at [https://procurement.sc.gov/files/ose/A101\\_2007.SCOSE\\_sample.pdf](https://procurement.sc.gov/files/ose/A101_2007.SCOSE_sample.pdf)

There is no need to adjust the number of pages shown in the Table of Contents for this document.