

# **STANDARD OF PROFESSIONAL PRACTICE (SPP) ON POST-CONSTRUCTION SERVICES**

(Part of the IRR of R.A. No. 9266)

## **SPP Document 205**

(replacing the 1979 UAP Doc. 205)

### **1. INTRODUCTION**

- 1.1 Building administration and management goes beyond maintenance and upkeep functions. It requires the services of a multi-disciplinary professional who can perform a wide range of functions for the efficient and economical operation and maintenance of a building, facility or a complex.
- 1.2 In Post-Construction Services, the channels of communication are kept open among the building owners, operators, architects, engineers, builders, manufacturers, building research groups, utility providers, furniture and equipment vendors and building administrators/ property managers to provide access to information regarding the performance and upkeep of buildings.
- 1.3 The Architect may be engaged as the Building Administrator and/or Property Manager of a commercial, industrial, residential or institutional building, facility or complex to maximize the lifespan of the building/s in order to produce the maximum economic return.

### **2. SCOPE OF SERVICES**

#### **2.1 Building and Facilities Administration**

##### **2.1.1 Building Maintenance. The Architect shall:**

- a. see to it that the building and all the parts thereof (structure, plumbing, electrical, partitions, finishes, etc.) are all in good condition.
- b. formulate and enforce rules for the proper use of the building and facility, particularly in the common areas and the emergency/ egress/ exit areas.
- c. monitor security services, and
- d. monitor maintenance and upkeep services (cleanliness of corridors, lobbies, stairs and other common areas, exits, parking areas, garbage collection)

##### **2.1.2 Grounds and Landscaping Supervision. The Architect shall:**

- a. supervise landscape contractors and gardeners for the proper watering, pruning, trimming and maintenance of the landscape (both hardscapes and softscapes);
- b. maintain orderly entrances, exits and parking areas; and
- c. maintain streets i.e. road rights-of-way (RROWs), walkways, and ramps.

2.1.3 Building Equipment Maintenance. The Architect shall:

- a. assist the proper third parties in seeing to it that all equipment (air-conditioning, sprinkler system, generators, transformers, telecommunications equipment, etc.) are properly maintained and in good working condition

2.1.4 Business Development and Management. The Architect shall:

- a. innovate schemes to attain maximum building occupancy
- b. bill the tenants for rentals and utilities (electricity, water, telephone, cable, gas and other/ related dues)

2.2 Post-Construction Evaluation

2.2.1 Upon the request of the Owner, the Architect shall:

- a. evaluate the initial design program vs. the actual use of the facility;
- b. determine the effectiveness of the various building systems and the materials systems in use;
- c. assist the proper third parties in evaluating the functional effectiveness of the design and construction process undertaken, and
- d. study, research, and give solutions to any discovered/ emerging/ evolving defects and failures such as shrinkage, water seepage and other problems in the building. This is referred to as "forensic investigation" of the building's systems (Reference Doc 203).

**3. MANNER OF PROVIDING SERVICES**

The Architect may enter into contract with the Owner in two possible ways:

- 3.1. Working in a dual capacity as Architect-of-record and as Consulting Architect for post-construction services.
- 3.2. Working as Consulting Architect for post-construction services only.

**4. METHOD OF COMPENSATION**

- 4.1. Percentage of gross rentals, maintenance and security fees; and/or
- 4.2. Monthly salary/ fee.