

# A/E Error and Omission Policy Summary

April 2021

## Overview

The Illinois Capital Development Board (“CDB”) reserves the right to recover from the A/E, through modification to the A/E’s contract or through reimbursement from the A/E to CDB, all or a portion of the costs associated with change orders issued to correct errors or work omitted in the construction contract documents prepared by the A/E. The amount of the assessment for corrective work shall be the costs incurred by CDB to correct such errors, ambiguities, and/or omissions. In certain instances, the assessment may also include consequential costs which stem from the error and/or omission. Acceptance of the A/E’s drawings and specifications by CDB shall not relieve the A/E of responsibility for subsequent corrections of its errors and/or omissions or for the clarification of any such ambiguities in the drawings and specifications.

The CDB error and omission policy establishes a certain threshold of errors and omissions that cause a review by the project manager for assessment. The thresholds are: a.) for A/E errors - ½% of the construction cost; and b.) for A/E omissions – 1% of the construction cost.

Application of an error or omission assessment does not constitute a waiver of any other rights CDB may exercise under the contract documents.

## Definitions

**Error:** An A/E error results from a mistake made while performing an act; something done incorrectly, usually through carelessness. Typical A/E errors include, but are not limited to:

1. Incorrect sizing of equipment.
2. Interference of components due to faulty coordination.
3. Suppliers’ equipment incorrectly specified and does not match project characteristics such as voltage, color, etc.

**Omissions:** An A/E omission is where the A/E failed to perform all the required tasks to complete the A/E’s duties. The distinction between an omission and an error is that an omission is an act not performed, while an error is an act performed incorrectly. Typical examples of an A/E omission include, but are not limited to:

1. Failure to show electric service to mechanical equipment.
2. Failure to locate and show all required fire dampers.
3. Failure to include related work in the appropriate specification section.
4. Failure to specify item required or shown.
5. Failure to specify who furnishes and who installs items or equipment.