

PROJECT NAME

ATTACHMENT B - PROJECT PHASE DOCUMENTATION (DELIVERABLES)

This document establishes the minimum standards for documents that the Architect and the Architect's Consultants are to submit for Emory University's review and approval at the end of each phase of professional services. Additional deliverables may be required as defined elsewhere in the contract. The goal of this document is to establish an appropriate level of documentation for each phase to adequately describe to Emory's representatives the design of the project, its systems and materials, and the conformance of these to the established project space program and construction budget. A review and response by Emory is required before the Architect may proceed into the next phase. The Architect must incorporate the Emory comments in the next design phase or explain in writing, why the comments will not be incorporated.

The deliverables are subdivided into the tasks to be performed at each phase of design services. The Project Manager will fill in the required completion dates, based on the Architect's Design Schedule, before Schematic Design Phase starts.

I. PROGRAMMING/PREDESIGN PHASE (this section not applicable, see Schematic Design phase below)

Objective: Compile the necessary documents and data to define Emory's program, the financial and time requirement, and any limitations for the project. Refer to Emory Design and Construction Standards SECTION 00030 - FACILITY PROGRAMMING / PREDESIGN for the additional requirements for all other Pre-design deliverables not listed in the tables below. Final document shall consist of a 3 ring binder containing the complete Program/Pre-design Document and an appendix of all supporting backup materials and documents. Unless otherwise stated in the RFP/RFQ, provide a minimum of 10 color and 10 black and white original copies, one unbound color copy and a CD of electronic media of the above items. This documentation shall accurately represent and confirm the project scope that can be delivered within project construction cost limit identified in the A/E's contract.

A. General

	Due Date	Date Completed	Item	Remarks
1.			Executive Summary	
2.			Program Analysis consisting of comprehensive written design intent narrative description of project goals, major spaces, exterior materials, interior finishes, proposed structural frame and foundation systems, including all off site work required. For proposed A/C/L/MEP/FP Systems coordinate with Emory Masterplan Guidelines, Design and Construction Standards, and Emory Network Communications Standards. See also SECTION 17100 - COMMISSIONING REQUIREMENTS, and SECTION 01830 - OPERATION AND MAINTENANCE.	
3.			Project Design Schedule and Total Project Schedule, including Regulatory Permit and Construction Schedule items (as appropriate)	
4.			Construction Cost Estimate (reconciled, as appropriate) and Comments on Total Project Budget (at Emory University's option)	
5.			Document strategies needed or issues to be addressed in order to execute construction of the project	
6.			Audio/Visual/Teaching Technology design criteria, strategy to address changes in technology, and equipment budget with detailed equipment list and estimate. Provide data to identify the scope of construction work necessary to support the Audio/Visual/Teaching Technology systems	
7.			LEED rating spreadsheet	

B. Architectural

	Due Date	Date Completed	Item	Remarks
1.			Obtain as-built documents of building if project is an addition, rehab or restoration	
2.			Document photographically site and relevant existing buildings and surroundings.	

3.			Site analysis: Refer to Emory Design and Construction Standards SECTION 00030 FACILITY PROGRAMMING / PREDESIGN for the additional requirements.	
4.			Program analysis, in detail listing spaces and staffing/occupancy and program summary by space type. Describe all spaces and technical requirements to serve the Emory University user program and Emory University support services and programs. Supplementary drawings showing any special features, layouts, equipment, furnishings or details with supporting criteria (Room Layout/Data Sheets for each space or tabulation of similarly equipped spaces). Appendix of detailed backup information to document design intent and criteria.	
5.			Pre-design study showing stacking and blocking plans to describe a plausible scheme to execute all spaces and technical requirements to serve the Emory University user program and Emory University support services. Appendix of backup information to identify decisions made to support the study.	
6.			Provide input into FF&E budgeting and coordinate with Emory University Interiors group for benchmark standards.	
7.			Context Plans: a. Campus Location Plan (depict site location within the overall campus) b. Precinct Site Plan: limits to be determined by the Campus Architect.	
8.			Prepare list of all relevant codes and zoning ordinances; document all applicable zoning language, potential or required variance issues. Code analysis of all applicable codes, zoning impacts, and ADA issues and accessibility compliance.	
9.			Assist University in obtaining traffic and/or parking impact analysis, if appropriate.	
10.			Assist University in by providing information for Phase 1 environmental assessment or Phase 2 environmental impact analysis from University's environmental consultant (if appropriate).	
11.			Review and comment on University provided boundary, topographic, utility and tree survey.	

C. Civil

	Due Date	Date Completed	Item	Remarks
1.			Obtain development standards and restrictions to the site.	
2.			Site and infrastructure analysis: Refer to Emory Design and Construction Standards SECTION 00030 - FACILITY PROGRAMMING / PREDESIGN for the additional requirements	
3.			Review of adjacent watersheds, incoming contribution, existing storm water infrastructure and determination that receiving waters can accept the project design's outfall. Identify proposed methods of storm water treatment and water quality measures. Indicate stream buffers, floodplain, floodway, etc.	
4.			Proposed utility routes for all major utilities for all disciplines (water, sewer, storm, power, Emory NetCom and/or public telephone, data, etc.) Emory utility extensions and relocations; public utility extensions and relocations.	
5.			Review and comment on University provided boundary, topographic, utility and tree survey	

D. Structural

	Due Date	Date Completed	Item	Remarks
1.			Assist University with information for preparing AIA Documents G602 for obtaining proposals for subsurface investigations (as appropriate) The report will specifically address: a. Most cost effective foundation system(s) b. Defines specific subsurface problems (i.e., Water, unsuitable fill, etc) c. Most cost effective use of subsurface soils Provide a response to the University's consultant's subsurface investigations.	

E. HVAC, Plumbing and Electrical

	Due Date	Date Completed	Item	Remarks
1.			Review completeness of survey for existing services.	
2.			Review adequacy of existing public utilities and University-owned utilities with local utility companies and the University.	
3.			Site and infrastructure analysis: Refer to Emory Design and Construction Standards SECTION 00030 - FACILITY PROGRAMMING / PREDESIGN for the additional requirements	
4.			Provide climatic weather data / design criteria.	
5.			Response and strategy required to implement project based on Emory University furnished data on Emissions Permit	
6.			Preliminary tabulation of data, telephone and CATV.	
7.			Preliminary tabulation of A/V and A/V infrastructure.	

H. Landscape

	Due Date	Date Completed	Item	Remarks
1.			Conceptual site plan, colored, indicating landscape materials, features, and plant types	
2.			Conceptual tree save/tree loss site plan, indicating how the project addresses the Emory "no net loss of forest cover policy". Coordinate with all disciplines and depict all disturbed areas (includes all site utilities and features, layback or shoring setbacks, etc.).	
3.			Review and comment on University provided boundary, topographic, utility and tree survey	

II. SCHEMATIC DESIGN (Includes Program Budget Verification/Preliminary Schematic Concept Design Submittal and Schematic Design Submittal)

Objective: Prepare drawings and other documents that illustrate the general scope, scale and relationship of project components. The design shall be conceptual in character, but will be defined sufficiently to relate it to the project space program and construction budget shall be coordinated with items covered in the Emory soft cost budget. The Schematic Design Submittal shall represent the development of the approved Concept Design/Program Budget Verification Submittal. The presentation documents shall clearly illustrate the programmatic elements and their interrelationships, the exterior materials and the image of the project. For each submittal, these documents shall accurately represent and confirm the project scope that can be delivered within project construction cost limit identified in the A/E's contract. Furnish one set of the items indicated with an asterisk (*) dry-mounted on 30" x 40" foam core presentation boards

A. General (coordinate with all disciplines)

	Due Date	Date Completed	Item	Remarks
1.			Executive Summary	
2.		01/05/05	Comprehensive written design intent narrative with description of project goals, major spaces, narrative specifications for all exterior materials, interior finishes, proposed structural frame and foundation systems, including all off site work required. For proposed A/C/L/MEP/FP Systems coordinate with Emory Masterplan Guidelines, Design and Construction Standards, and NetCom Standards. See also SECTION 17100 - COMMISSIONING REQUIREMENTS, and SECTION 01830 - OPERATION AND MAINTENANCE)	<ul style="list-style-type: none"> Design Team Kick Off Mtg held 11/11/04, mtg minutes rec'd Design Progress Mtg held w/Housing 12/01/04 Design Progress Mtg held w/Housing 12/14/04, mtg minutes rec'd Schematic Design Pkg 12/29/04; rev 1 01/04/05 rec'd 01/06/05; rev 3 01/25/05 rec'd 01/26/05
2.			Project Design Schedule and Total Project Schedule (as appropriate) Determine Schedule for County Development and Building Permits	<ul style="list-style-type: none"> Submitted in Schematic Design Pkg, rev 3 01/25/05 rec'd 01/26/05
3.			Construction Cost Estimate (reconciled, as appropriate) and Comments on Total Project Budget (at University's option)	<ul style="list-style-type: none"> Submitted in Schematic Design Pkg; rev 3 01/25/05 rec'd 01/26/05
4.		12/17/04	LEED rating spreadsheet, this project will utilize EarthCraft Multi-Family Certification	<ul style="list-style-type: none"> LEED/EarthCraft workshop 12/17/04, mtg minutes by EFM CP EarthCraft workshop, 1/24/05, mtg minutes rec'd EarthCraft workshop, 2/10/05, mtg minutes rec'd

B. Architectural

	Due Date	Date Completed	Item	Remarks
1.		11/30/04	Program / Budget Verification Preliminary Schematic Concept including Program comparison of schematic design spaces with original programmed spaces and gross building area including usable attic spaces (coordinate area calculation criteria with University space standards). Provide remarks to explain differences.	
2.			* Site Plan, rendered, scale and limits to be determined by the Campus Architect. <ol style="list-style-type: none"> Incorporate Emory Masterplan Guideline site features. Show building location relative to required setbacks, easements, right-of-ways and / or buffers. Roads, drives, sidewalks, parking, loading docks, waste handling, visible exterior items such as transformers, generators, fuel tanks, screen walls, areaways Fire department access; fire lanes, fire truck turn-arounds (depict all DeKalb County Fire Department requirements) Other special site features Site analysis: Refer to Emory Design and Construction Standards SECTION 00030 FACILITY PROGRAMMING/PREDESIGN 	

3.		NR	* Context Plans: a. Campus Location Plan (depict site location within the overall campus) b. Precinct Site Plan: limits to be determined by the Campus Architect.	
4.			* Building Floor Plans, rendered , minimum scale 1/16" = 1'0", 1/8" = 1'0" preferred a. Include all program elements b. Vertical circulation c. Generic furniture layouts coordinated with and depicting FF&E (Emory "typicals"), and dedicated program equipment items furnished by University. d. Indicate proper areas for building systems, including Mechanical, Electrical Plumbing, Fire Protection, Security, Network Communications, etc... e. Indicate proper areas for building maintenance and operations, including Building Services (Custodial), Loading Dock, etc. f. Indicate proper areas for Waste Management, including recycling, biohazard (if appropriate), etc... g. Special design features	
5.		01/05/05	* Building Elevations and * Sections, rendered, same scale as Floor Plans a. All major elevations indicating overall massing, proportions, fenestration and major materials b. Sections through major spaces to illustrate spatial relationships and significant interior spaces	
6.		01/05/05	* Exterior Perspective Sketch (or CAD Virtual Model Rendering), rendered, to convey overall architectural concept	
7.		NR	Study model showing massing of building and relationship to site features (topography, existing trees, site circulation, other existing and proposed site amenities). Scale and extent as determined by the Campus Architect.	
8.			Describe methodology for exterior building maintenance, including window washing, gutter maintenance, etc.	
9.			Provide input into confirm FF&E budgeting and coordinate with Emory University Interiors group for benchmark standards	
10.			Indicate status of compliance with Zoning Ordinances, Building and Life Safety Codes and other Regulatory requirements.	

C. Civil

	Due Date	Date Completed	Item	Remarks
1.		01/05/05	Preliminary grading concept with contours and spot elevations; storm drainage, detention / retention concept (to scale) with catchments and release / outfall routing, initial hydrology calcs. Review of adjacent watersheds, incoming contribution, existing infrastructure and determination that receiving waters can accept the project design's outfall. Proposed methods of storm water treatment and water quality measures. Indicate stream buffers, floodplain, floodway, etc.	
2.		01/05/05	Narrative Specification for materials	
3.		01/05/05	Utility routes for all major utilities for all disciplines (water, sewer, storm, power, Emory Network Communications and / or public telephone, data, etc.), including University-owned utility extensions and relocations and public utility extensions and relocations.	

4.		01/05/05	Erosion control concept/erosion control measures, disturbed areas, construction limits, construction laydown areas.	
5.		01/05/05	Staking plan with dimensions to identify all disturbed areas and building footprint. Coordinate limits of plan with Campus Architect.	
6.		NR	Parking analysis / assessment / calculations and impacts on adjacent infrastructure (coordinated with Facilities Management and Emory Parking and Transportation Office).	
7.		NR	Traffic analysis / assessment / calculations and impacts on adjacent infrastructure (coordinated with Facilities Management and Emory Parking and Transportation Office).	
8.		12/17/04	Review and comment on University provided boundary, topographic, utility and tree survey	

D. Structural

	Due Date	Date Completed	Item	Remarks
1.		01/05/05	Document design live, wind and earthquake loads.	
2.			Assist University with information for preparing AIA Documents G602 for obtaining proposals for subsurface investigations (as appropriate) The report will specifically address: a. Most cost effective foundation system(s) b. Defines specific subsurface problems (i.e., water, unsuitable fill, etc) c. Most cost effective use of subsurface soils Provide a response to the University's consultant's subsurface investigations.	
3.		01/05/05	Diagrams of alternates for typical bay structural systems.	
4.		01/05/05	Recommendations and narrative for foundation system and structural framing system.	
5.		01/05/05	Narrative Specification for materials.	
6.			Response to University Site-Specific Seismic Design Criteria.	

E. Mechanical

	Due Date	Date Completed	Item	Remarks
1.		01/04/05	Document design criteria (codes, standards, etc)	
2.		01/04/05	Document exterior and interior design conditions and estimate building heating and cooling loads.	
3.		01/04/05	Written systems description / narrative specification with all systems and major equipment.	
4.		01/04/05	Identify major space and height requirements, interior and exterior, for equipment.	
5.		01/04/05	Response and strategy required to implement project based on Emory University furnished data on Emissions Permit.	
6.		01/04/05	Select energy sources and energy conservation alternatives (as applicable).	

F. Electrical

	Due Date	Date Completed	Item	Remarks
1.		01/04/05	Document design criteria (codes, standards, etc)	
2.		01/04/05	Document design conditions and estimate building electrical loads.	
3.		01/04/05	Written systems description / narrative specification with all systems and major equipment. Document power distribution plan, emergency systems, security systems, etc.	
4.		01/04/05	Identify major space and height requirements, interior and exterior, for equipment	
5.		01/04/05	Select energy conservation alternatives, lighting alternatives, including DOE2 energy study (as applicable).	
6.		01/04/05	Tabulation of data, telephone and CATV; Preliminary requirement for A/V and A/V infrastructure based on Schematic Program of spaces.	

G. Plumbing

	Due Date	Date Completed	Item	Remarks
1.		01/04/05	Document design criteria (codes, manual, etc)	
2.		01/04/05	Written systems description / narrative specification with all major systems and equipment.	
3.		01/04/05	Identify major space requirements for equipment.	
4.		01/04/05	Establish fixture count based on building population	
5.			Assist in obtaining flow test for water service	
6.		01/04/05	Analyze requirements for fire protection systems, including necessity for fire pumps, dry-pipe systems and / or other special systems.	

H. Landscape

	Due Date	Date Completed	Item	Remarks
1.			* Conceptual site plan, colored, indicating landscape materials, features, and plant types	
2.		01/04/05	Narrative Specification.	
3.		01/04/05	* Conceptual tree save/tree loss site plan, indicating how the project addresses the Emory "no net loss of forest cover policy". Coordinate with all disciplines and depict all disturbed areas (includes all site utilities and features, layback or shoring setbacks, etc.).	

III DESIGN DEVELOPMENT

Objective: Prepare drawings and other documents that fix and describe the size and character of the entire project, including civil, landscape, structural, mechanical, plumbing, fire protection and electrical systems, and materials so that an accurate estimate of probable construction cost can be prepared. Consideration should be given to suitable and availability of materials, equipment and labor, construction sequencing and scheduling, economic analysis of construction and operations, user safety and maintenance requirements, regulatory requirements and energy conservation. This documentation represents and confirms the project scope that can be delivered within project construction cost limit identified in the A/E's contract.

A. General (coordinate with all disciplines)

	Due Date	Date Completed	Item	Remarks
1.			Update comprehensive written design intent with: <ul style="list-style-type: none"> a. Narrative description of project goals b. Schedule of all Programming, Schematic Design and Design Development spaces, including gross floor and building areas, c. Exterior materials d. Interior finishes e. Proposed structural frame and foundation systems f. Proposed C/L/MEP/FP Systems (Coordinate with Emory Design and Construction Standards SECTION: 17100 COMMISSIONING REQUIREMENTS)	
2.			Project Design Schedule and Total Project Schedule (as appropriate). Update Schedule for County Development and Building Permits.	
3.			Construction Cost Estimate (reconciled, as appropriate) and Comments on Total Project Budget	
4.			LEED rating spreadsheet	

B. Architectural

	Due Date	Date Completed	Item	Remarks
1.			Site Plan <ul style="list-style-type: none"> a. Final location of building and improvements b. More detailed site improvements than shown on schematic plan (retaining walls, outdoor mechanical equipment, trash containers) c. Site Lighting 	
2.			Building Floor Plans, minimum scale 1/8" = 1'0" <ul style="list-style-type: none"> a. Dimensioned column grid b. Final partitions, doors, windows c. Space names and numbers d. Building elevations sections and plan blow-ups referenced e. Generic furniture layouts 	
3.			Roof Plan, same scale as Floor Plans: <ul style="list-style-type: none"> a. Roof drainage b. Special features (skylights, tower, parapets, etc.) 	
4.			Reflected Ceiling Plans, same scale as Floor Plans: <ul style="list-style-type: none"> a. Ceiling grids b. Ceiling materials c. Ceiling heights 	

5.			Building Elevations and Sections, minimum scale 1/8" = 1'0" a. Column grid and dimensions b. Fenestrations c. Materials d. Finish floor elevations e. Heights of all major architectural elements f. Wall section references g. Sections through special interior spaces	
6.			Exterior Wall Sections, minimum scale 3/4" = 1'1" a. Provide all major wall conditions, showing profiles interrelationship of materials and systems, and dimension of major features	
7.			Typical Exterior Details, minimum scale 1 1/2" or 3" = 1'0" a. Design of the most prevalent details in the project (parapets, spandrels, front/curtain wall, corners, bases etc.)	
8.			Interior Plans, minimum scale 1/4" = 1'0" a. Larger scale plans of important features of design (stairs, elevators, repetitive module such as patient room, rest rooms, etc.)	
9.			Finish schedule a. Indicate proposed finishes of all interior spaces	
10.			Preliminary specification.	
11.			Formal color rendering (or CAD Virtual Model Rendering) after Design Development is fully approved by all Emory University Committees	
12.			Formal model, after Design Development is fully approved by all Emory University Committees	
13.			Formal written Zoning/Code/Regulatory Analysis	
14.			Life Safety, Fire Protection and Egress plans, including ratings and fire separations	
15.			Compliance with State Energy Code - architectural component.	
16.			Preliminary interior signage plan.	

C. Civil

	Due Date	Date Completed	Item	Remarks
1.			Updated grading and drainage plan and detention/retention requirements; water quality plan	
2.			Comprehensive site utility plan, including site lighting, updated water, sanitary and storm sewer systems, including all other site utilities. Construction phase water quality management plan.	
3.			Preliminary specifications.	

D. Structural

	Due Date	Date Completed	Item	Remarks
1.			Foundation Plan	
2.			Framing plans (column, beams, and deck) of all floors	
3.			Roof framing plan indicating roof slopes	
4.			Preliminary specifications	

E. Mechanical

	Due Date	Date Completed	Item	Remarks
1.			Calculations for building heating and cooling loads	
2.			One-line duct and equipment layout of all floors	
3.			Equipment maintenance access plans	
4.			Preliminary riser diagrams	
5.			Preliminary layout of major equipment spaces	
6.			Preliminary equipment schedules	
7.			Energy study of cost benefit analysis, including DOE2 energy study, if required	
8.			Preliminary specifications.	
9.			Response to University provided Air Emissions Study, if applicable.	

F. Plumbing

	Due Date	Date Completed	Item	Remarks
1.			One-line piping layout of all floors	
2.			Preliminary riser diagrams	
3.			Preliminary layout of major equipment spaces	
4.			Equipment maintenance access plans	
5.			Preliminary fixture schedule with cut sheets	
6.			Coordination with civil for location and sizes of water service, sanitary and storm sewers, and gas service	
7.			Preliminary specifications.	

G. Electrical

	Due Date	Date Completed	Item	Remarks
1.			Single-line Electrical Diagram, including 20Kv.	
2.			Lighting layouts with switch locations of all floors with cut sheets of light fixtures.	
3.			Receptacle layouts of all major and repetitive spaces	
4.			Distribution diagrams of all building areas including locations of all main equipment and all panel boxes	
5.			Preliminary layout of major equipment spaces	
6.			Equipment maintenance access plans, including Code-required minimum safety areas designated.	
7.			Finalize requirements for life safety, fire alarm, telephone, security, sound, data, CATV and lighting protection.	
8.			Preliminary specifications.	
9.			Describe maintenance procedures for all fixtures and equipment, including overhead and site lighting.	
10.			Updated tabulation of data, telephone and CATV; Preliminary tabulation of A/V and A/V infrastructure. .	

H. Landscape

	Due Date	Date Completed	Item	Remarks
1.			Site Plan, 1" = 20' minimum, showing landscape and decorative features (water features, planters, walls, fencing, site furniture, etc.)	

2.			Site Plan showing major plant material with plant legend; irrigation system, and including site lighting.	
3.			Preliminary specifications.	

IV 50% CONSTRUCTION DOCUMENTS

Objective: Prepare a set of construction documents that is only fifty per cent complete yet describes in as much detail as possible the full scope and complexity of the project. All design decisions will have been made and incorporated into the drawings. Detailing has started on all materials and systems. The expectations of the completed drawings should be established by the details included in this set of documents. The following requirements are in additions to those required for the Design Development Phase. This documentation represents and confirms the project scope that can be delivered within project construction cost limit identified in the A/E's contract.

A. General (coordinate with all disciplines)

	Due Date	Date Completed	Item	Remarks
1.			Update comprehensive written design intent with: a. Narrative description of project goals b. Final Schedule of area calculation comparison with original space program Schedule of all Programming, Schematic Design, Design Development and Construction Document spaces, including gross floor and building areas c. Exterior materials d. Interior finishes e. Structural frame and foundation systems f. C/L/MEP/FP Systems (Coordinate with Emory Design and Construction Standards Section: 17100 Commissioning Requirements)	
2.			Project Design Schedule and Total Project Schedule (as appropriate) Schedule determination for County Development and Building Permits	
3.			Construction Cost Estimate (reconciled, as appropriate) and Comments on Total Project Budget	
4.			LEED rating spreadsheet	

B. Architectural

	Due Date	Date Completed	Item	Remarks
1.			Site Plan with all major site amenities detailed or identified	
2.			Building Floor Plans a. Complete with partition types but without partition dimensions b. Large scale details cross-referenced c. Space sizes coordinated with MEP requirements	
3.			Roof Plans a. Complete with typical details	
4.			Reflected Ceiling Plans a. Ceiling design complete (coves, soffits, cased openings, etc.) b. Typical ceiling details	
5.			Building Elevations and Sections a. Complete with typical details	
6.			Wall Sections a. Typical walls complete with typical details	

7.			Interior Plans a. Complete with typical details	
8.			Interior Elevations (rooms and casework) a. Complete with typical details	
9.			Door and Finish Hardware Schedule	
10.			Finish Schedule	
11.			Complete project specifications	
12.			Interior Signage Plan and Schedule, including Life Safety.	

C. Civil

	Due Date	Date Completed	Item	Remarks
1.			Staking plan	
2.			Complete grading and drainage plan, retention structures, and profiles; defined water quality plan	
3.			Complete utilities plan profiles	
4.			Complete erosion control; construction phase water quality management plans	
5.			Complete details including site retaining walls	
6.			Complete project specifications	

D. Structural

	Due Date	Date Completed	Item	Remarks
1.			Complete foundation plan	
2.			Complete floor and roof framing plans	
3.			Complete foundation, column and beam schedules	
4.			Typical wall sections and details	
5.			Complete project specifications	

E. Mechanical

	Due Date	Date Completed	Item	Remarks
1.			Floor plans showing all equipment, ductwork and diffusers drawn to scale	
2.			Equipment maintenance access plans	
3.			Final equipment schedules	
4.			Details of typical and repetitive assemblies	
5.			Complete project specifications	

F. Plumbing

	Due Date	Date Completed	Item	Remarks
1.			Floor plans showing all equipment, piping and fixtures	
2.			Equipment maintenance access plans	
3.			Final fixture schedules	
4.			Details of typical and repetitive assemblies	
5.			Complete project specifications	

G. Electrical

	Due Date	Date Completed	Item	Remarks
1.			Site Lighting	
2.			Lighting plan and controls complete	
3.			Power plan complete	
4.			Systems plan complete	
5.			Equipment maintenance access plans	
6.			Equipment and lighting schedules complete	
7.			Complete project specifications	
8.			Updated tabulation of data, telephone and CATV; Preliminary tabulation of A/V and A/V infrastructure.	

H. Landscape

	Due Date	Date Completed	Item	Remarks
1.			Site plan showing all land 1" = 20' minimum, showing features	
2.			Section details of major hardscape materials and decorative features	
3.			Site plan showing all plant material with plant list	
4.			Site plan showing all site and decorative lighting	
5.			Complete project specifications	

V. COMPLETE CONSTRUCTION DOCUMENTS

Construction documents will consist of Drawings, Specifications and other documents setting forth in detail the requirements for construction of the project, and for bidding and contracting for the construction of this project. This documentation represents and confirms the project scope that can be delivered within project construction cost limit identified in the A/E's contract.

Provide complete Plans, Elevations, Sections, Details, and other drawings including all necessary dimensions and specifications required to fully describe in detail the materials, systems, equipment fixtures and other components of the Project. Selection, specifications, and submittal of samples, cut sheets, or other information to fully communicate the characteristics of any permanently fixed materials, finish, fixture, or components of the Project shall be included and provided. All prebid or postbid addenda to the construction documents will be consolidated into a construction contract set.

The documents will include the design and specification of Hardware, Security, Life Safety and Fire Protection, ADA and applicable code, Regulatory, Compliance, Lighting and other systems normally included as part of a construction project (i.e., waterproofing, roofing, masonry or stone assemblies, curtain wall or other glazing systems).

Modified 6/27/02