

507 – Phase B Review and Approval

507.1 Review: The Project Manager and the Using Agency Representative review the Phase B submittal. The Project Manager schedules a Phase B Review Meeting to evaluate the submittal for compliance with the Project Program, budget and schedule.

Following the review meeting, the Architect-Engineer documents in the meeting minutes all identified significant issues or concerns. All comments, drawing mark-ups and other issues and concerns identified during the Phase B review are then incorporated into the project documents.

507.2 Approval: When the Phase B design is acceptable, the Using Agency shall forward to the Project Manager a signed Phase B cost estimate. The Project Manager then issues a letter of approval to the Architect-Engineer.