

## 600 - Phase C Intermediate Review Checklist for the Architect-Engineer

This checklist is to be used by the Architect-Engineer during Phase C of the Project and shall be included in the Intermediate Review Phase C Submittal.

Note: If a Phase C Intermediate Review is not required by the Project Manager, the Phase C Intermediate Review Checklist shall become a part of the Phase C Final Checklist.

### Project Administration:

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Approval:</b> Phase C authorization has been received from Project Manager.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Review:</b> Requirements in Chapter 6 - Phase C Final Design, and Chapter 7 - Bidding and Negotiations, of the Capital Construction Project Procedures Manual have been reviewed.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Pre-Design, Phase A and Phase B Checklists:</b> The Architect-Engineer has reviewed the Pre-Design, Phase A and Phase B Checklists. All carry forward items remaining from those checklists have been incorporated in the Phase C submittal. These have been discussed at the review meeting. |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Project Directory:</b> The Project Directory has been updated.  |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Design Review Meetings:</b> The Architect-Engineer has scheduled, conducted and documented Phase C Final Design Review Meetings with the Owner, Using Agency and Design Team.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Commissioning Team Meetings:</b> The Commissioning Authority has scheduled, conducted and documented Phase C Commissioning Team Meetings.   |
| <input type="checkbox"/> | <input type="checkbox"/> | <b>Value Engineering:</b> The Architect-Engineer has considered value engineering options continuously during construction documents phase.  |

### Intermediate Phase C Submittal: The Architect-Engineer has included the following information:

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Special Conditions - <b>See Section 608.8</b>  |
| <input type="checkbox"/> | <input type="checkbox"/> | Drawings developed to approximately 75% completion   |
| <input type="checkbox"/> | <input type="checkbox"/> | Unit Prices - <b>See Section 607.3</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Materials List- <b>See Section 608.7</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontractors list- <b>See Section 608.7</b>  |
| <input type="checkbox"/> | <input type="checkbox"/> | Alternates- <b>See Section 607.1</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Allowances- <b>See Section 607.2</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | LEED Score Sheet   |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Phase C Estimate of Construction Cost – <b>See Section 611</b> including the schedule and Space Study Statement. |

### Division 020000 - Site

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Hazardous Materials Surveys/Abatement - <b>See Sections 212 and 907.2</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Subsurface Investigations have been completed. <b>See Section 211</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Potential for Human Remains has been assessed. <b>See Section 223</b>   |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Storm Water Pollution Prevention Plan (SWPPP) – Required when Project is 1 acre or more. <b>See Sections 220 and Sections 312500-1 through 312500-9</b> |

**Environmental Permits required but not complete:** Provide current status:

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | 404 US Army Corps of Engineers Permit:  |
| <input type="checkbox"/> | <input type="checkbox"/> | Stream Mitigation   |
| <input type="checkbox"/> | <input type="checkbox"/> | Wetlands Mitigation   |
| <input type="checkbox"/> | <input type="checkbox"/> | Water Quality Certification (WQC)   |
| <input type="checkbox"/> | <input type="checkbox"/> | Floodplain Mitigation   |
| <input type="checkbox"/> | <input type="checkbox"/> | Cultural (Archeological) Analysis   |
| <input type="checkbox"/> | <input type="checkbox"/> | Air Pollution Permits – Coal Burning Facility                                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Air Space Encroachment – FAA Permits - building on or in the vicinity of an airport |

**Utility Investigations:** (If required and not complete - provide status.)

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Sewer (Division of Water) – adequate capacity and acceptance of local utility?               |
| <input type="checkbox"/> | <input type="checkbox"/> | Water (Division of Water) – adequate supply, pressure and acceptance of local utility?       |
| <input type="checkbox"/> | <input type="checkbox"/> | Has a flow test been performed?  |
| <input type="checkbox"/> | <input type="checkbox"/> | Electricity – coordination with local utility – is there adequate electrical supply?         |
| <input type="checkbox"/> | <input type="checkbox"/> | Other utilities - is there adequate supply and availability? i.e., gas, communications, etc. |

**Divisions 210000 through 280000:** Verify the following information is included in the project.

**Division 210000 Fire Suppression:**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document        |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution System Design Calculations         |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution System Riser Diagrams              |
| <input type="checkbox"/> | <input type="checkbox"/> | Pipe Sizes                                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Flow Calculations                               |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Schematics & Details                            |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Commissioning Plan Approval               |

**Division 220000 Plumbing:**

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document             |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution & Collection System Design Calculations |
| <input type="checkbox"/> | <input type="checkbox"/> | Distribution & Collection System Riser Diagrams      |
| <input type="checkbox"/> | <input type="checkbox"/> | Pipe Sizes   |
| <input type="checkbox"/> | <input type="checkbox"/> | Fixture & Equipment Schedules                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Schematics & Details                                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Commissioning Plan Approval                    |

**Division 230000 HVAC:**

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document           |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                           |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC Systems Design Calculations                   |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC Systems Riser Diagrams / Elevations           |
| <input type="checkbox"/> | <input type="checkbox"/> | Double Line Air Distribution Complete              |
| <input type="checkbox"/> | <input type="checkbox"/> | Air Outlet & Inlet Device Placement Complete       |
| <input type="checkbox"/> | <input type="checkbox"/> | Double Line Main Piping Complete                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Branch Piping Complete                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Locate Terminal Equipment & Devices                |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                                |
| <input type="checkbox"/> | <input type="checkbox"/> | Schematics & Details                               |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Structural Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report    |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Functional Performance Test              |

**Division 250000 Integrated Automation:**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document        |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Cable Schedule                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Systems Architecture Riser Diagrams             |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment / Installation Schematics & Details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                             |
| <input type="checkbox"/> | <input type="checkbox"/> | Integrated Specifications Final Draft           |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Commissioning Plan Approval               |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Functional Performance Test           |

**Division 260000 Electrical:**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document      |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                      |
| <input type="checkbox"/> | <input type="checkbox"/> | Electrical Load Summary                       |
| <input type="checkbox"/> | <input type="checkbox"/> | Electrical Power Calculations                 |
| <input type="checkbox"/> | <input type="checkbox"/> | Panel Schedules                               |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting Design Calculations                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting Fixture Schedule                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting Control Diagrams                     |
| <input type="checkbox"/> | <input type="checkbox"/> | Lighting & Power Circuiting                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Large Conduit Layout                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment / Installation Schematics & Details |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                           |
| <input type="checkbox"/> | <input type="checkbox"/> | Coordinated Fixture / Switching Layout        |
| <input type="checkbox"/> | <input type="checkbox"/> | Coordinated Power Receptacle Layout           |

**Division 260000 Electrical: (continued)**

- | Yes                      | No                       |  |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Structural Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report    |
| <input type="checkbox"/> | <input type="checkbox"/> | Integrated Specifications Final Draft              |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Commissioning Plan Approval                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Functional Performance Test              |

**Division 270000 Communications:**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document        |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Cable Schedule                                  |
| <input type="checkbox"/> | <input type="checkbox"/> | Backboard Layout                                |
| <input type="checkbox"/> | <input type="checkbox"/> | System Architecture Riser Diagram               |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment / Installation Schematics & Details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                             |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Final Commissioning Plan Approval               |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Functional Performance Test           |

**Division 280000 Electronic Safety & Security**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Document        |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Cost Projections                        |
| <input type="checkbox"/> | <input type="checkbox"/> | Systems Riser Diagrams                          |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment / Installation Schematics & Details   |
| <input type="checkbox"/> | <input type="checkbox"/> | Equipment Schedules                             |
| <input type="checkbox"/> | <input type="checkbox"/> | HVAC / Electrical / Systems Coordination Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Integrated Specifications Final Draft           |
| <input type="checkbox"/> | <input type="checkbox"/> | Completed Functional Performance Test           |

**Division 019113 Commissioning Authority**

- | Yes                      | No                       |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Owner's Project Requirements & Manual |
| <input type="checkbox"/> | <input type="checkbox"/> | Updated Systems Basis of Design Documents     |
| <input type="checkbox"/> | <input type="checkbox"/> | Integrated Specifications Final Draft         |
| <input type="checkbox"/> | <input type="checkbox"/> | Functional Performance Test                   |
| <input type="checkbox"/> | <input type="checkbox"/> | Construction Forms & Checklists               |
| <input type="checkbox"/> | <input type="checkbox"/> | Intermediate Design Review Report             |
| <input type="checkbox"/> | <input type="checkbox"/> | Systems Manual Update                         |

**End of Phase C Intermediate Review Checklist for the Architect-Engineer**