

For Design/Build Projects
Final Design and Certified Final Design
Checklist

Project Name: _____	P2 No.: _____
Project Location: _____	Product Type: _____
Contractor/AE: _____	Contract No: _____

General:

- Have all documents been prepared in accordance with the QC Plan?
- Have drawings and specifications been coordinated between engineering disciplines?
- Has the ATFP Checklist been provided in the design analysis and signed by the ATFP review team?
- Has the Life Safety/Fire Protection Code review been provided in the design analysis and signed by the fire protection review team?
- Have drawings, specifications, and calculations been checked and initialed by the designer and checker?
- Are review comments closed in DrChecks and incorporated into the Certified Final plans and specifications?
- Are "Engineering Considerations and Instructions to Field Personnel" included in the design analysis? (RBP 08506 LRL)

(NOTE: For projects containing pre-engineered buildings, a special note to the field shall be included, requiring a "pre-submittal" meeting with Construction field personnel, Contractor, pre-engineered building supplier, and Engineering Division representatives to discuss the specifications and submittal requirements.)

- Has the signed A-E Contractor Statement of Technical Review (2 forms) been provided?
- Has the Draft DD 1354 been provided?

Drawings:

- Has the CADD quality been checked to assure legible reproduction at full and half size?
- Have Quality Control Procedures been performed to assure that translated files are fully usable, are complete, and represent the design?
- Does the location plan include the location of borrow pits, disposal areas, areas for contractor's office and storage, haul routes, location of Resident/Area Engineer, DPW office, and/or fire station?
- Are the life safety/fire protection code review sheets included?
- Do all drawings indicate the submittal phase?
- Have signature blocks been properly prepared?
- Have drawings been signed, stamped, and dated?

Certified Final Design Checklist (cont.)

Specifications:

- Were latest guide specifications at Interim design phase used?
 - Were the specifications prepared in accordance with the contractual requirements including, but not limited to, the project name and location?
 - Is Submittal Register complete?
 - Does the LEED specification include the appropriate attachments?
 - Is the SWPPP attached to the environmental specification?
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Miscellaneous:

- Have construction permits been applied for as required by the Clean Air Act and Clean Water Act?
- Has the Certified Final Submittal been made in accordance with all contractual requirements? If not, explain any deviations in the space provided below.

_____, A-E Project Manager _____ Date