# For Design/Build Projects

# Final Design and Certified Final Design Checklist

Project Name: Project Location: Contractor/AE:

# General:

P2 No.:

Product Type:

Contract No:

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?

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