

## Final Schematic Design Submittal Checklist

| No. | Chk. | Item   |
|-----|------|--|
| 1   |      | Transmittal Letter signed by the President.  |
| 2   |      | The Environmental Site Assessment has been received. (See App. 4 B)  |
| 3   |      | Review/approval letter from the state Floodplain Mgt. Coordinator. office has been received.                     |
| 4   |      | Schematic Site Plan (Scale: 1"= 20' Minimum)   |
| 5   |      | Floor Plans with room names and sq. ft. (Scale: 1/16" = 1'-0" Minimum)   |
| 6   |      | Schematic Elevations (Scale: 1/16" = 1'-0" Minimum)  |
| 7   |      | Specification Narrative  |
| 8   |      | Topo, Utility and Site Conditions survey   |
| 9   |      | Plat of Boundary Line Survey, if required.   |
| 10  |      | Initial Utilities Report (See App. 5 B)  |
| 11  |      | "In-budget" cost estimate with supporting documents  |
| 12  |      | Written approval by the BOR of any exemption requests to design criteria, design philosophy, etc                 |
| 13  |      | List of deductive alternates approved by the campus.   |
| 14  |      | Tabulation sheet showing spaces listed in the program with sq. ft. vs. spaces on schematic drawings with sq. ft. |
| 15  |      | Environmental Site Assessment report, if not submitted at Programming Phase.                                     |
| 16  |      | Verification of Seismic Risk Zone  |
| 17  |      | Written responses to issues raised by campus and BOR   |
| 18  |      | Mass model or 3-D rendering (deliver to campus)  |