APPENDIX G4		
100% DESIGN DEVELOPMENT SUBMITTAL CHECKLIST		
PROJECT #	**DATE:**	
PROJECT NAME / DESCRIPTION:		
ARCHITECT:		
REVIEWER:	**DEPARTMENT:**	
REQUIRED 100% CD DELIVERY	**REMARKS**	**COMPLIANCE**

This checklist is a global abbreviated list of requirements from the design manual. Please review design manual for all other requirements.

1. The 100% Construction Documents submission incorporates all comments from the 95% design review into all documents required to bid the project and includes a cover sheet with the submittal date and a plans available date. The dates of the Project Manual should be the same as the date indicated on the drawings. Submit a full set of documents addressing annotated review plans comments and written responses to the 95% design review comments to Construction Management 's assigned Project Manager. No other print copies are required for this delivery.		
3. LEED Submittals to **New School and Facility Planning** refer to *APPENDIX 01 80 00 – Energy Design Guide*.		

APPENDIX G4- 100% CONTRACT DOCUMENTS SUBMITTAL CHECKLIST