***Design Standards and Guidelines***

**Final Design Package Deliverables**

# Purpose

The **Project Engineer** works with the Project Team to ensures that the deliverable meets the expectations documented in this checklist, quality control is complete, and exceptions are documented.

The **Project Manager** ensures that the Project Engineer has completed this checklist, saves it in the project files, and includes it with the Stage Gate 3 approval request.

|  |  |
| --- | --- |
| **Project Name** | Enter Project Name |
| **Project Number** | Enter Project Number |
| **Project Manager** | Enter Project Manager |
| **Project Engineer** | Enter Project Engineer <<Sign here>> |
| **Summary of Quality Control** | * Civil Design/<<Checker Name>>
* Mechanical Design/<<Checker Name>>
* Structural Design/<<Checker Name>>
* Electrical Design/<<Checker Name>>
* <<Other Discipline>>/<<Checker Name>>
* <<Other Discipline>>/<<Checker Name>>
 |

**Describe exceptions from the standard Design Package below**

# Deliverables Expected at Final Design

The 100% submittal should include agreed upon changes from the 90% submittal. This submittal should reflect coordination between all design disciplines.

[ ]  Final Drawings and Specifications (Includes seal/stamp of the responsible Professional Engineers)

[ ]  Final Geotechnical Interpretive Report (GIR), Geotechnical Data Report (GDR) and Geotechnical Baseline Report (GBR) (where required)

[ ]  Final equipment list

[ ]  Final permits obtained

[ ]  Final easements recorded

[ ]  Construction Stormwater and Erosion Control Plan

 Basis of Design, Basis of Estimate, Cost Estimate, Final Design Package Deliverable and Technical QC Review Report filed in the P:\drive project folder