Include the following information with the preliminary project drawings. See DCSM sections 2.3 and 2.5 for additional details on drawings.

**Instructions**:

Indicate your response to each item in the checklist. Select ‘Yes’ if the checklist item has been completed in full. Select ‘No’ or ‘N/A’ if that item is not included or not required for the specific project. Explain why that item has not been included in the submittal.

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| **RESPONSE** | **REQUIREMENTS** |
| Choose an item. | Submit plans, specifications, cost estimates, and other data in accordance with DCSM section 1.5, the design phase requirements in DSCM section 2.5, and the preliminary checklists. |
| Choose an item. | Submit drawings in accordance with DCSM section 2.3, the preliminary drawing requirements in DSCM section 2.5.5, and the preliminary drawing checklists. |
| Choose an item. | For pool projects, submit a completed CR-2 form. See DCSM sections 2.2.2 and 2.5.1.1. |
| Choose an item. | Submit the A/E preliminary cost estimate. The A/E shall prepare the preliminary design estimate in accordance with DCSM sections 2.2 and 2.5.3. |
| Choose an item. | Confirm that all plan sheets have a single location on the right side for a 2½″ × 2½″ box for the UBO stamp approval. |
| Choose an item. | Confirm that all site and civil plan sheets have a second location on the right side for a 2½″ × 2½″ box for SID stamp approval. This box may be above or below the dedicated location for the UBO stamp approval. |
| Choose an item. | Submit the HVAC systems life cycle cost and energy analysis. See DCSM sections 1.4.3 and 2.5.1.2. |
| Choose an item. | Submit the fuel source life cycle cost and energy analysis. See DCSM sections 1.4.3 and 2.5.1.2. |
| Choose an item. | Submit a VE study and University recommendations in accordance with DCSM section 1.4.2, if applicable. |
| Choose an item. | Submit a geotechnical report that includes boring logs, geotechnical analysis, and foundation design recommendations. |
| Choose an item. | Submit one copy of calculations for each discipline. See DCSM section 2.5.1.2. |
| Choose an item. | Submit title sheets and the completed preliminary drawings checklist. |
| Choose an item. | Submit architectural drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit landscape architectural drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit site drawings and the completed site and civil plan preliminary drawings checklist. |
| Choose an item. | Submit demolition drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit furnishing and equipment drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit structural drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit the fire protection information plan and calculations and the completed fire systems preliminary drawings checklist. |
| Choose an item. | If the project delivery method requires early release packages for phased permitting, submit the following drawings and the completed applicable sections from the fire systems working drawings checklist:   * Fire suppression systems — sprinklers/standpipes drawings * Fire suppression systems — alternate automatic systems drawings * Fire pumps drawings * Fire detection and fire alarm systems drawings   See DCSM section 2.6.5.9. |
| Choose an item. | Submit a preliminary Rational Analysis (a detailed design report) for smoke control systems to the UBO for review and approval. Develop the report in accordance with DCSM section 2.6.5.9.5. |
| Choose an item. | Submit plumbing drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit mechanical drawings and the completed preliminary drawings checklist. |
| Choose an item. | Submit electrical drawings and the completed preliminary drawings checklist. |