**DESIGN MILESTONE APPROVAL**

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **College:** | | | |  |  | **Date:** |  |
|  | | | |  |  |  |  |
| **Project Name:** | | | |  |  | **Project Number:** |  |
|  | | | |  |  | **DSA Number:** |  |
|  | | | | | | | |
|  | **Milestone Deliverable:**   Programming  Program Validation  Collaboration Phase  100% SD  50% DD  100% DD  50% CD  95% CD Turn Page  100% CD  DSA | | | | | | |
|  | |  | | | | | |
|  | | **01** | **LACCD/Campus Standards Compliance** | | | | |
|  | |  | A. Contract Requirements Compliance | | | | |
|  | |  | B. Design Documents Submission Standard Compliance | | | | |
|  | |  | C. Design Standard Compliance Report | | | | |
|  | |  | D. Sustainable Design Standard Compliance | | | | |
|  | |  | E. BIM/CADD Standard Compliance | | | | |
|  | |  | E.1 ProjectWise/BIM or non-BIM Standards Validation Report Completion  (DES-0002-B or DES-0002-C) | | | | |
|  | |  | E.2 BIM As-Built Asset Data Completion (DES-0002-D or DES-0002-E) | | | | |
|  | |  | E.3 Milestone documents uploaded to ProjectWise by Design Consultants | | | | |
|  | |  | F. DES-013 Building Design Feature Checklist | | | | |
|  | |  | G. District & Campus IT Standards | | | | |
|  | |  | H. District & Campus Standards | | | | |
|  | |  | I. Green Papers | | | | |
|  | |  | I.1 Water Conservation | | | | |
|  | |  | I.2 Rainwater Harvesting | | | | |
|  | | **02** | **Programming Compliance** | | | | |
|  | |  | A. Master Planning/ EIR Compliance DSA A# Resolution (if applicable) | | | | |
|  | |  | B. Cap Load Validation | | | | |
|  | |  | C. Programming Coordination with Owner Project Requirements | | | | |
|  | |  | D. Open DSA Number(s) Resolution (if applicable) | | | | |
|  | | 03 | Owner Project Requirements (and milestone updates if applicable) | | | | |
|  | | 04 | Building User Group (BUG) Project Milestone Sign-off (Including Director of Campus Facilities)  (DES-0012-B) | | | | |
|  | | 05 | Owner Initiated Scope Changes (CP-0252) | | | | |
|  | | 06 | Sustainability Cover Sheet (DES-0007-A) for all LEED and non-LEED projects | | | | |
|  | | 07 | Sustainable Checklist Renovation Project if applicable (DES-0007-B) | | | | |
|  | | 08 | Energy Modeling Cover Sheet (DES-0007-C) | | | | |
|  | | 09 | AE Team internal QA/QC milestone review comments & responses  (See DES-0003-A1/A2, DES-0003-B & DES-0004) | | | | |
|  | | 10 | Project Review Comments (DES-0003-C if applicable) | | | | |
|  | | 11 | Commissioning Agent review comments with validation (if applicable) | | | | |
|  | | 12 | Validation of Design Consultant’s incorporation of comments from previous milestone submittal | | | | |
|  | | 13 | Reconciled Estimate to Budget (if applicable) | | | | |
|  | | 14 | FF&E Master agreement | | | | |
|  | | **15** | **DSA** | | | | |
|  | |  | A. DSA Plan Check Comments with Design Consultant’s responses (if applicable) | | | | |
|  | |  | B. Master Planning/ EIR Compliance DSA A# Resolution (if applicable) | | | | |
|  | | **16** | **Contract Bulletin - Contracts** | | | | |
|  | |  | A. Construction General Services Storm Water Permit (if applicable) | | | | |
|  | |  | B. Master Planning/ EIR Compliance DSA A# Resolution (if applicable) | | | | |
|  | | 17 | 01010 Summary of Work | | | | |
|  | | 18 | 00800 Supplementary Conditions Suggestions | | | | |

**REQUIRED SIGNATURES SECTION**

**College Project Team Approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Print Name: |  |  | Signature: |  |
| Print Title: |  |  | Date : |  |

**Program Management Office Approval**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Print Name: |  |  | Signature: |  |
| Print Title: |  |  | Date : |  |