

## Appendix A

### DESIGN QUALITY CONTROL CHECKLIST

1.0. Purpose. The purpose of completing this checklist is to verify that the Design Quality Control Plan submitted by you has been adhered to during the design process. To complete the checklist, the person or persons responsible for the various items shall initial in the space provided to signify that the item has been completed/coordinated. If discovered during review by the COE that items initialed off have in fact not been completed/coordinated, the COE PM will be notified and appropriate action taken. Possible actions include return of final design package to A-E for correction, withholding of contract payments and completion of an "unfavorable" A-E evaluation for inclusion in our A-E selection office files.

#### 2.0. Submittal Requirements

2.1. Concept/Early Preliminary/Preliminary Submittals. No submittal required, although it is suggested the A-E utilize the checklist during the design process to make sure nothing "falls through the crack" along the way.

2.2. Final Design. The checklist that follows shall be completed and submitted as an attachment to your transmittal letter transmitting the final design package to the COE.

DESIGN QUALITY CONTROL CHECKLIST

Project: \_\_\_\_\_

Location: \_\_\_\_\_

A-E: \_\_\_\_\_

INITIALS

GENERAL ITEMS

- 1. Work "by others" and "work this contract" are clearly differentiated and interface points identified. \_\_\_\_\_
- 2. All known existing features and improvements are properly and completely delineated and dimensioned. \_\_\_\_\_
- 3. Orientation, horizontal coordinate systems, elevations, and vertical datum are properly shown and referenced. \_\_\_\_\_
- 4. Adequate subsurface investigations of the site have been made and logs and notes thereof are clearly shown on plans and referred to in specifications. \_\_\_\_\_
- 5. The recommendations of COE Geotechnical branch have been considered in establishment of control elevations, foundation treatment and assignment of bearing values for footing design. \_\_\_\_\_
- 6. Adequate provisions have been made in the specifications for protection and maintenance of, access to, and utility services for existing facilities. \_\_\_\_\_

FUNCTIONAL ADEQUACY AND TECHNICAL FEASIBILITY OF DESIGN

- 1. The functional and technical design requirements are in full accord with current applicable criteria and design directions. The applicable written guidance has been referenced in the Design Analysis.  
(Space allocations for buildings, per capita quantities for utilities, load capacities for floor or pavements, areas for hardstands, widths and lengths of runways, flow rate for fueling systems, etc.) \_\_\_\_\_
- 2. All reasonably possible conditions of grading, loading, operations, utilities and combinations thereof have been considered in the design and evidenced by design analysis narrative and calculations. \_\_\_\_\_
- 3. The design is based on use of economical and proven materials and equipment throughout. \_\_\_\_\_

SUFFICIENCY OF PLANS AND SPECIFICATIONS AS CONTRACT DOCUMENTS

1. All necessary details, notes, schedules, and dimensions are shown on the drawings and are fully consistent throughout. \_\_\_\_\_
2. For unit-price contracts, payment items and quantities are clearly defined, and unit price bid schedules arranged to allow flexibility in award of contract. \_\_\_\_\_
3. Title blocks, drawing titles, drawing scales, and specification subtitles and section identification markings are shown and referenced in accordance with the A/E Guide. \_\_\_\_\_
4. Requirements for installation of Government-furnished equipment are clearly delineated. \_\_\_\_\_
5. Ample space allowances are available for installation and servicing of equipment. \_\_\_\_\_
6. The terminology used on the drawings agrees with that used in the specifications and does not repeat requirements stated in the specifications. \_\_\_\_\_
7. Publications not referenced in the specifications have been deleted from paragraph, "Applicable Publications." All publications listed in the specifications are referenced in paragraph, "Applicable Publications." \_\_\_\_\_
8. Finish and color schedules have been coordinated with drawings. \_\_\_\_\_
9. When drawings are reduced to 1/2 size, all lettering, dimensions, symbols, and wiring and piping runs etc. are clear and distinct. \_\_\_\_\_
10. The drawings and specifications for all disciplines have been properly reviewed and coordinated to preclude conflicts. \_\_\_\_\_