CONSTRUCTION DOCUMENTS

Prepare complete, coordinated Construction Documents (CD), that detail the design in order to bid, permit, and construct the project.

The consultant group produces the contract documents, including final drawings and specifications for all components and building systems. The CD phase is the final stage of the design process. The general contractor and design/build contractors are responsible for constructability and drawing coordination, and for confirming the construction budget.

Changes to the scope or program in this phase will likely incur budget impacts and schedule delays. These may require reduction or elimination of other scope, and additional review by university management and possibly the BoT.

During this phase, the user group and technical group perform an interim review of the drawings and specifications and advise the consultant group of any conflicts with the previously signed-off Design Development drawings. The seismic peer reviewer provides final comments to the project manager.

Upon completion of this phase, the contract documents are bid, the schedule is finalized, soft costs are confirmed, and DPM presents a summary of CD information to the Board of Trustees for Construction Approval.

Resources for the Construction Documents phase, including checklists and form templates, are online at:
http://lbre.stanford.edu/dpm/PDP_Process

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**Project Controls & Logistics**

- **Budget**: Finalize guaranteed maximum price (GMP) budget (95%–100% CD); reconcile to DD estimate
- **Funding**: Develop Funding Agreement
- **Schedule**: Prepare project baseline schedule
- **Internal reviews**: Complete technical and user group reviews; complete structural peer review
- **Board of Trustees**: Prepare construction approval report/presentation
- **Logistics**: Prepare final site logistics plan
- **Administration**: Review proposed subcontractor bid lists
- **Jurisdictional**: Submit to county/city for plan check
- **Outreach**: Refine community outreach plan

**Building Program**

- **School/Dept(s)**: Finalize furniture, keying/access control, telecom, A/V and signage plans
- **Exterior/Site**: Complete 100% CD drawings and final specifications based on approved DD drawings
- **O&M/MEP**: Complete 100% CD drawings and final specifications based on approved DD drawings
- **Life safety/ADA**: Complete 100% CD drawings and final specifications based on approved DD drawings
- **Structural**: Complete final peer review

**Sustainability**

Detail and coordinate sustainability components as part of building systems and utilities plans; finalize commissioning plan

**DELIVERABLES**

- 100% contract documents (complete and coordinated)
- General contractor GMP
- Project budget and schedule
- Construction Management Plan
- Funding Agreement
- Board of Trustees report/presentation

**APPROVALS**

- **Vice President, LBRE**
- **Dean/Department and/or user representative**
- **President/Provost**
- **Board of Trustees—Construction Approval**