

Physical Plant is available to assist in the development of projects once EC approval is obtained.

## Phase One - Initial EC Approval of Project for Consideration

Owner's Name:	Department:	Building:	Room(s):
Grant:	Funding Source:	Account Number:	Today's Date:
Project Description and Justification:			
Date Submitted to EC:	Date Approved by EC for Design:	Date Forwarded to Design:	Target Date for Completion:

PLEASE DO NOT WRITE BELOW THIS LINE

## Phase Two - Initial Design to Determine Total Project Costs

Electrical	Use Existing	Plumbing	Use Existing	Mechanical	Use Existing	Data	Use Existing
	New/Additional		New/Additional		New/Additional		New/Additional
Design Team	In-House	Line & Space	LPA	RVK	PBK	RFP	Other
Additional Items to Discuss and Review:							

Project Delivery Method:			Notes:
Traditional Bid/Build	Vendor 1:		
	Vendor 2:		
	Vendor 3:		
JOC:			
Request for Proposals:	Proposer 1:		
	Proposer 2:		
	Proposer 3:		
	Proposer 4:		
	Proposer 5:		