DESIGN DOCUMENT REVIEW COMMENTS FORM

Facilities Management Department
Collier County Public Schools

School: _____

Project: _____ Project No: _____

Discipline: _____ Phase: _____

Submittal/Review No.: _____ Date Recv'd./PM: _____

Reviewer: _____ Date: _____
(Signature)

Design Consultant (Response): _____ Date: _____
(Signature)

Review design documents and note the comments, questions or concerns on this form. Enter discipline, sign, and date and then return form to District Architect. District Architect approves, rejects or forwards Design Document Review Comments to Design Consultant for resolution.

If Design Document Review Comments are rejected, District Architect will respond to Reviewers Comments, sign, date and return Review Comments Form to Reviewer. Reviewer then has the option of completing and submitting Design Document Review Rejection Appeal Form (Exhibit 19A) to the District Architect within five days.

Design Consultant will respond to Reviewer's comments, sign, and date and then return Review Comments Form to District Architect.

NOTE: Attach Marked-Up Documents As Reference

Item No.	Drwg. No. Or Spec. Section	Reviewer Comments, Questions, Concerns	District Architect Resolution /Action	Design Consultant Resolution/Action