

302 – Phase A Responsibilities of the University Representative

During Phase A, the University shall:

- Identify the primary University Project contact.
- Participate in the initial Project meeting and subsequent design review meetings.
- Notify DFMS Project Management and the Architect-Engineer if the Project requires Federal review and identify the Federal permits required.
- Participate in the Project walk-through.
- Provide additional information as needed or requested.
- Provide formal review, comments, and approval of the Phase A submittal.
- Participate in the Commissioning Process.
- For Projects seeking LEED certification, assist the Architect-Engineer and the Project Manager in determining the LEED credits appropriate to the Project.