

PROJECT DESCRIPTION SHEET

DESIGN PHASE	__ DD	__ 95% CD	__ 100% CD	DATE: _____
PROJECT:	_____		PROJECT NUMBER:	_____
FACILITY:	_____			
ARCHITECT:	_____			
ENGINEERS:	_____			

A. DESCRIPTION:	_____			

B. OCCUPANCT:	_____			

C.	Gross Area (SF)	Net Assignable Area (SF)	Perimeter Walls (SF)
Basement			
Floor 1			
Mezzanine			
Floor 2			
Floor 3			
Penthouse			
Covered Atrium			
Totals			

D. TOTAL VOLUME: _____ cubic feet

E. EFFICENCY:

$$\frac{\text{Assignable Area}}{\text{Gross Area}} = \text{_____} \times 100 = \text{_____} \% \text{ E Eff.}$$

$$\frac{\text{Gross Area}}{\text{Assignable Area}} = \text{_____} \% \text{ Efficiency Factor.}$$

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F. REMARKS: _____

G. HANDICAPPED: _____

H. ASBESTOS REMOVAL REQUIRED: _____

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CONSTRUCTION

1. Foundation	
2. Structural	
3. Exterior Walls	
4. Partitions	
5. Floors	
6. Floors Finish	
7. Ceilings	
8. Roof	
9. Roof Finish	
10. Wall Finish	
11. Doors & Frames	
12. Windows	
13. Toilet Room Partitions	
14. Plumbing	___ Total # of Fixtures ___ WC ___ SH ___ DF ___ LAV ___ ___ LAV ___ SS ___ UR ___ OTHER ___
15. Sewers	Sanitary: Storm: Septic:
16. Water Supply	
17. Fire Protection	
18. Heating	
19. Heating Plant	
20. Ventilation	
21. Air Conditioning	Tons: %
22. Electric	
23. Special Electric	
24. Site Electric	
25. Elevators	
26. Parking Lots	
27. Roads	Curbs:
28. Walks & Steps	
29. Built-in Equipment	
30. Site Specialties	

SKETCH