

<b>DISTRICT</b>	<b>STATE PROJECT NO.</b>	<b>PHASE</b>
<b>SCHOOL</b>	<b>DATE</b>	<b>ARCHITECT</b>

**BUREAU OF SCHOOL FACILITIES PLAN REVIEW CHECK LIST FOR  
FIXTURES, FURNISHINGS, AND EQUIPMENT**

The following checklist contains areas that must be addressed if applicable to your school project. Please indicate plan page number, specification section and page number in columns headed Plans, and/or Specifications where compliance is most clearly identified. Do not use N/A, explain condition.

**VERIFY EACH ENTRY ON THIS CHECKLIST WITH THE PLANS AND/OR SPECIFICATIONS.**

PAGE(S) WHERE CODE ITEM IS MOST CLEARLY IDENTIFIED			Reviewer Use only. Complies with code.			
			Plans	Specifications	Y	N
1.	Advertisement for Bids					
2.	Statement of Bidders Qualifications					
3.	General & Special Conditions (Insurance, Cleanup, etc.)					
4.	Wage Rates					
5.	Preconstruction Meeting					
6.	Alternates					
7.	Cost Estimate (with summary of costs)					
8.	Documentation (drawings/specs)					
9.	Workstations, desks, and appliances (including for persons with disabilities) for adult student and staff when applicable. Provide cut sheets with manufacturer's dimensions; knee clearances (30"w, 27"h, 19"d); height of tables, counters, and work surfaces (28" – 34" to top).					
10.	Workstations, desks, and appliances for children with disabilities (when applicable). Provide cut sheets with manufacturer's dimensions; knee clearances (30"w, 24"h, 19"d); height of tables, counters, and work surfaces (26" – 30" to top).					