



Hillsborough County Public Works Project Deliverable Checklist

Date:

To: _____, Hillsborough County Project Manager

From: _____, Consultant Project Manager

Hillsborough County CIP # _____

Project Name: _____

Submittal Stage: _____ Resubmittal # _____

Documents Submitted (check box):

<input type="checkbox"/> Executed Scope	<input type="checkbox"/> Geometry Calculations	<input type="checkbox"/> QA/QC Mark Up Plans/Reports
<input type="checkbox"/> Notes to Reviewer	<input type="checkbox"/> Drainage Report / Calculations	<input type="checkbox"/> Permit Documentation
<input type="checkbox"/> PER	Water Quality Model	
<input type="checkbox"/> Typical Section Package	<input type="checkbox"/> Stormwater Model Files	
<input type="checkbox"/> Roadway Plans	<input type="checkbox"/> Bridge Hydraulics Report	
<input type="checkbox"/> Drainage Plans	<input type="checkbox"/> Structural Calculations	
<input type="checkbox"/> Signing & Marking Plans	<input type="checkbox"/> Traffic Analysis Report	
<input type="checkbox"/> Signalization Plans	<input type="checkbox"/> Signal Warrant Study	<input type="checkbox"/> Utility Notification Letters
<input type="checkbox"/> Lighting Plans	<input type="checkbox"/> Lighting Design Analysis Report	<input type="checkbox"/> Utility Schedule
<input type="checkbox"/> ITS Plans	<input type="checkbox"/> Design Documentation Report	<input type="checkbox"/> ROW Survey Files
<input type="checkbox"/> Structure Plans	<input type="checkbox"/> Geotechnical Design Report	<input type="checkbox"/> Topographic Files
	<input type="checkbox"/> Pavement Design	<input type="checkbox"/> Legal Descriptions
	<input type="checkbox"/> Responses to Comments	<input type="checkbox"/> Parcel Sketch
	<input type="checkbox"/> Design Exceptions	<input type="checkbox"/> Title Search
<input type="checkbox"/> Landscaping Plans	<input type="checkbox"/> Design Criteria	
<input type="checkbox"/> Supplemental Specifications	<input type="checkbox"/> Opinion of Probable Costs	<input type="checkbox"/>
<input type="checkbox"/> DGN or DWG Plan Files	<input type="checkbox"/> Meeting Minutes	

The current estimated construction cost is \$ _____

The prior estimated construction cost was \$ _____

The cost differential is \$ _____, a change of _____ from the prior estimate

This difference is explained as follows:

I certify all documents “checked” above are included in the delivery of this phase submittal.

Consultant Project Manager Signature

Print Name

Date

I certify all documents “checked” above have been delivered to Hillsborough County.

Hillsborough County Project Manager Signature

Print Name

Date