

#	Rev	N/A	Considerations – Planning Construction Document Production	Comments
1			Confirmation of acceptance of design development phase documents as basis for construction documents	Includes review of: <ul style="list-style-type: none"> <li>essential, original design concepts;</li> <li>emergent design concepts up to the completion of design development;</li> <li>any qualifications arising from original and emergent design concepts.</li> </ul>
2			Reference documents for production of CDs	Includes: <ul style="list-style-type: none"> <li>site geodesic and/or geotechnical surveys;</li> <li>existing structures surveys, including public utilities on site;</li> <li>governing regulatory framework;</li> <li>technical and functional programming requirements;</li> <li>the critical features of the building’s design as approved by the client at the close of the design development stage;</li> <li>the preceding phases’ design briefs, for review and reconfirmation or amendment.</li> </ul>
3			Planned sequence of development of design information in all disciplines as required for coordinated development of design documentation	Note that the standards of practice associated with Level of Design progress tables used in a BIM environment can provide useful models for planning design development sequences across disciplines or project/building elements
4			Construction documents production schedule	
5			Milestones for interim and final submittals for client reviews or approval and/or support of other consultants’ work (cost estimating, project management, etc.)	
6			Agenda and schedule of multidisciplinary coordination meetings and/or design sessions	
7			Sequencing of what information in which discipline is to be developed and communicated in what order so as to ensure that design decisions and information are integrated across disciplines in a logical sequence consistent with key project design constraints, intents and objectives	

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8			Planned table of contents for the construction documents set	Covering: <ul style="list-style-type: none"> <li>• format and size;</li> <li>• title block contents;</li> <li>• list of drawings sheets with drawing types/contents;</li> <li>• the list of schedules or data to be featured in table format (to be inserted either in the drawing set or the specifications binder);</li> <li>• the planned table of contents of specifications sections to be included in the binder;</li> <li>• the list of other supporting documentation referred to in drawings or specifications to be appended to construction documents.</li> </ul>
9			Conventions to be followed to ensure consistency of structure in the construction documents across all disciplines	<ul style="list-style-type: none"> <li>• distribution of design information between drawings sheets</li> <li>• specifications text</li> <li>• schedules</li> </ul>
10			Applicable standards and conventions to the content formatting and layout of drawings and specifications and other supporting media	
11			“Editorial standards” defining what information is essential to be communicated	Includes: <ul style="list-style-type: none"> <li>• level of customization or innovation imbedded in various design solutions;</li> <li>• level of conventionality in implementing commonplace standardized techniques and practices;</li> <li>• generic versus proprietary materials or systems used in the design;</li> <li>• simplicity versus complexity of assemblies, with respect to the number of trades involved and the physical three-dimensional intricacies at various locations and at interfaces between distinct components or systems;</li> <li>• others as identified: (list).</li> </ul>
12			Methodologies	Protocols and procedures for: <ul style="list-style-type: none"> <li>• the exchange, in physical or digital format, of design information and progress documents, with emphasis on direct peer-to-peer means of collaboration;</li> <li>• the constitution of the project’s design information reference database, including a track record of design decisions as well as of interdisciplinary coordination activities output.</li> </ul>
13			Financial arrangements for the reproduction and use of all drawings and other instruments of service	
14			General coordination methods	