

TRANSMITTAL OF PLANS AND/OR SPECIFICATIONS to:

DCM Form B-1
Revised October 2021

AL Dept. of Finance, Real Property Mgt., Div. of Construction Mgt. (DCM)
770 Washington Avenue, Suite 444, Montgomery, AL 36104 • P.O. Box 301150, Montgomery, AL 36130
334-242-4082 (ph) planreview@realproperty.alabama.gov

Department Use Only

Invoice # _____

Date Paid _____

Confirmation # _____

DCM (BC) #: _____

DCM # is assigned upon receipt of first submittal. All documents must contain the DCM # after it is assigned, to facilitate a timely review.

Firm Name of project's lead design professional (LDP): _____ Date: _____

Owner Entity Name and Address: Phone #: _____ Email: _____	Architect Firm Name and Address: Phone #: _____ Email: _____
Structural Engineer Firm Name and Address: Phone #: _____ Email: _____	Mechanical Engineer Firm Name and Address: Phone #: _____ Email: _____
Electrical Engineer Firm Name and Address: Phone #: _____ Email: _____	Other Consultant Name and Address: Phone #: _____ Email: _____

PROJECT NAME (include LDP & Owner project #s, Phase/Bid Pkg #s, & the names of each specific school in a project [must match funding scope]):

Is this submittal: For an Open-End O/A Agreement project? Yes No For a project with bid pkgs/phases? Yes No

Specify county(ies) where this project's submittal is located: _____

Source of Funding: State Local PSCA _____ (# required when PSCA checked) Private Other _____

Note: PSCA instructions and information including front-end documents available on dcm.alabama.gov/forms_PSCA.aspx.

BUILDING Number of Stories _____, Sq. Ft. _____, Sprinklered: YES NO

DATA: Type of Construction _____, Type of Occupancy _____

BID DATE: (Month/Day/Year) _____ To be determined

Per DCM's Manual of Procedures, Chapter 3, B.1, Final Review approval of plans and specifications must be obtained, as well as approval obtained of submittals of any Required Actions noted on the Project Comment Letter issued by DCM for the final submittal review, prior to receipt of bids for any work which falls within DCM's jurisdiction.

DOCUMENTS

SUBMITTED:

Calculate and pay fees at www.dcm.alabama.gov.

- Addenda and ASI's are included in the Basic Plan Review Fee.
- Rebids, Revised Scopes and VE Items may incur a PR Fee.

Schematic <i>Initial Plan Review Fee required</i>	Preliminary	Final <i>Basic Plan Review Fee required</i>	1st Revised Final
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Optional 65% Intermediate
65% Intermediate Review Fee required

Additional Rev. Final
Additional Revised Final PR Fee required

ADA Review
ADA Review Fee required

Other: _____
Written response to previous submittal: Yes N/A

Note: Separate any one hardcopy set/volume of bound plans exceeding 25 pounds into those of lesser weight prior to submittal. In addition to the hardcopy, pdfs of an entire submittal are required for each non-Schematic and non-Preliminary submittal. Email pdfs to planreview@realproperty.alabama.gov, or submit via CD or jump drive with hardcopy submittals.

ARCHITECT & ENGINEER SEALS (Final and Revised Final submittals only):

The specification cover sheet must bear the primary design professional's seal. The seals, dates, and signatures of all engineering disciplines must appear in the project manual.

All architectural drawings, addenda, ASIs, ASDs, additional specifications, etc., must bear the architect's seal.

All engineering drawings, addenda, ASIs, ASDs, additional specifications, etc., must bear the seals, dates, and signatures of all engineering disciplines.

SUBMITTED BY:

Architect / Engineer printed name Architect / Engineer signature

PROJECT COMMENT LETTER (include A/E & Owner email addresses as required for DCM's PCL distribution):

Architect / Engineer _____ email address Owner _____ email address