



Certification of Project Scope - Outline Rev: Jan 2020

The outline below is intended as a guide to Sponsors and Architects in the preparation of the written project scope. The outline should be modified for the specific project, and signed by Architect and Sponsor. The outline is formatted similarly to a complete project specification, but it is intended to provide a narrative of preliminary level information on all building systems, materials or performance criteria at a schematic level. Please do not include a standard 3-part specification. Items may be added or deleted to completely define a project's full scope. Specific products, if selected, may be included, but allowances for specific elements may be provided at this stage. Any allowances provided are expected to be converted to actual contract sums on the final cost certification prior to closing.

I. INFORMATION & CONDITIONS

- A. Project Scope Summary: should include an overview of the project
- B. Description of the projects construction: Including foundation system and exterior wall types for each building, if multiple buildings

II. GENERAL REQUIREMENTS

- A. Structural Design Summary and Design Criteria
 - 1. Code and Regulatory Review requirements of all components
 - a. Building
 - b. Mechanical
 - c. Electrical
 - d. Life Safety
 - e. Accessibility
 - f. Energy and Environmental Conservation
 - 2. Loads
 - 3. Roof Live Loads
 - 4. Sound Criteria
 - a. Walls
 - b. Ceilings
 - c. Windows
 - d. Floors, etc.
- B. Structural Framing Systems
 - 1. Floor Systems
 - 2. Roof Systems
 - 3. Bearing Wall Systems

4. Lateral System
5. Columns
6. Foundation Systems
7. Footing Requirements
8. Exterior Wall Construction

III. SITE CONSTRUCTION & DEMOLITION

IV. CONCRETE

- A. Cast-In-Place Concrete
- B. Place-Precast Structural Concrete
- C. Gypsum Concrete

V. MASONRY

VI. METALS

- A. Structural Steel
- B. Cold-formed Metal Framing
- C. Metal Fabrications
 1. Exterior Metal Fabrications
 2. Interior Metal Fabrications
- D. Decorative Metal Railings and Balconies
- E. Fencing

VII. WOOD & PLASTICS

- A. Rough Carpentry
 1. Exterior walls
 2. Party Walls
 3. Corridor Walls
 4. Interior Partition Walls
 5. Subflooring
 6. Roof sheathing
 7. Exterior wall sheathing
 8. Floor Joists/Roof Joists
 9. Stairs Construction
 10. Blocking
 11. Construction Adhesives
- B. Finish Carpentry
 1. Hardwood
 2. Materials
- C. Architectural Wood Casework
 1. Plastic Laminate Casework Construction
 2. Solid Surfaces
 3. Wood Casework Construction
 4. Granite

VIII. THERMAL & MOISTURE PROTECTION

- A. Horizontal Waterproofing Systems
- B. Building Insulation
- C. Air and Moisture Barrier
- D. Metal Wall Panels
- E. Fiber Cement Siding
- F. Roofing Systems
- G. Sheet Metal Flashing & Trim
- H. Roof Hatches
- I. Firestopping
- J. Joint Sealant

IX. DOORS & WINDOWS

- A. Exterior Doors and Frames
- B. Interior Doors and Frames
- C. Windows
- D. Door Hardware and Schedules
- E. Louver and Vents
- F. Glass Glazing
 - 1. Exterior Glass Types
 - 2. Interior Glass Types

X. FINISHES

- A. Wallboard Systems
- B. Tiling
- C. Resilient Flooring
- D. Carpeting
- E. Painting
- F. Finish Schedule
 - 1. Public / Common Space
 - 2. Dwelling Units

XI. SPECIALTIES, EQUIPMENT, AND FURNISHINGS

- A. Signage
- B. Toilet and Bath Accessories (Unit and Public)
- C. Fire Protection Specialties
- D. Postal Specialties

XII. EQUIPMENT

- A. Residential Appliances
- B. Common Area Appliances

XIII. FURNISHINGS

- A. Window Treatments
- B. Residential Casework

XIV. CONVEYING SYSTEMS

- A. Elevators
 - 1. Acceptable Manufacturers for Elevators:
 - 2. Regulatory Requirements:
 - 3. Outline:
 - 4. Control System and Accessories
 - 5. Car Enclosure
- B. Waste Chutes

XV. SPECIAL CONSTRUCTION

XVI. MECHANICAL

- A. Air Distribution
 - 1. Common areas
 - 2. Units
- B. HVAC Equipment
 - 1. Common areas
 - 2. units

XVII. PLUMBING

- A. Piping
- B. Plumbing Fixtures

XVIII. ELECTRICAL

- A. Wiring
- B. Power
 - 1. Service requirements
 - 2. Unit requirements
- C. Light Fixtures