



PROJECT DESIGN PROCESS

STATE BUILDING COMMISSION

Project Approval

Designer Selection

- TTU Capital Projects & Planning**
- Execute Designer Agreement
 - Designer Notice to Proceed (NTP)
 - Schedule Pre-Design Conference
 - Send Designer Full Program
 - Maintain Records in PITS

PROGRAM PHASE

Milestones

- Pre-Design Conference
- Approval to Proceed to SDP

Designer Tasks

- Verify Functional and Departmental Objectives
- Visit Project Site and Correlate with Program
- Evaluate Owner Program, Budget, Site and Delivery Method
- Resolve Inconsistencies; Confirm Program Statement
- Provide Documents for Campus Review

SCHEMATIC DESIGN PHASE

Milestones

- SDP Review Meeting
- Approval to Proceed to DDP

Designer Tasks

- Complete Site Analysis & Concept Diagrams, including Alternatives
- Prepare Cost Estimate; Describe Deviations from Program or Budget
- Submit proposals for special studies, testing, and/or consultant work as Additional Services, if required
- Provide Documents for Campus Review

Additional Services

- Surveys or Studies
- Environmental Testing
- Geotechnical Investigation
- Consultant work
- If Required

DESIGN DEVELOPMENT PHASE

Milestones

- (EDP Presentation)
- DDP Review Meeting
- Approval to Proceed to CDP
- Interim Team Evaluations

Designer Tasks

- Complete Full Design Concept (may include perspective drawings, models, or renderings)
- Concept Review with State Fire Marshal
- Prepare Detailed Cost Estimate; Describe Deviations from SDP
- Provide Documents for Campus Review

Early Design Phase Review

- If Required, Designer shall make a presentation of the Project and Budget with drawings to the State Architect and the SBC

End here if Authorization is for **PRE-PLANNING** Only

CONSTRUCTION DOCUMENT PHASE

Milestones

- CDP Review Meeting
- SFMO Approval
- Approval to Bid
- Final Team Evaluations

Designer Tasks

- Prepare Complete Contract Documents for Construction
- Provide Written Confirmation of the Cost Estimate
- Provide Documents for Campus Review
- Final Approval from State Fire Marshal

End here if Authorization is for **FULL-PLANNING** Only

BIDDING PHASE