This sheet is to be the cover sheet for the submittal. If the submittal is bound in a binder, this will be the top sheet visible upon opening the binder cover.

**SUBMITTAL**

**June 23, 2016**

**ADVANCE PLANNING/DESIGN**

**UNC CHARLOTTE**

**Facilities Operations/Parking Services Complex**

**FIRM INFORMATION**

Architectural Firm & NC License # Location (Headquarters & Office Serving this Project)

Site/Civil Engineering Firm Location (Headquarters & Office Serving this Project

Landscape Architecture Firm Location (Headquarters & Office Serving this Project

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Mechanical/EngineeringPlumbing Firm Location (Headquarters & Office Serving this Project)

Structural Engineering Firm Location (Headquarters & Office Serving this Project)

RCDD Firm Location (Headquarters & Office Serving this Project)

**Facilities Operations/Parking Services Complex** Design Firm

**UNC CHARLOTTE** Contact Name

 Phone:

 Email:

## DESIGNER’S STAFFING INFORMATION (To follow cover sheet)

**Instructions**: Provide information listed below regarding personnel who will be assigned to this project. One person may be assigned to more than one responsibility. Add additional sheets as necessary. In addition to this form, design firms are encouraged to submit resumes for all personnel who will work on the project.

# PRINCIPAL IN CHARGE

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

# DESIGN LEADER

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

# CONSTRUCTION ADMINISTRATOR

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

# Site/Civil Engineer

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

# LANDSCAPE ARCHITECT

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

**STRUCTURAL ENGINEER**

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

**MECHANICAL ENGINEER**

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

**ELECTRICAL ENGINEER**

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

**RCDD**

Name: License # Office Location

List of most recent North Carolina State-owned projects on which this person has participated:

 **%**

**Past or Current Projects** **Complete** **Location Responsibility**

Submitted by:

Signature: