**STATE OF NEW JERSEY**

**DEPARTMENT OF THE TREASURY**

**DIVISION OF PROPERTY MANAGEMENT & CONSTRUCTION**

**SMALL TYPE “E” PROJECT REVIEW SUBMISSION TRANSMITTAL**

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| TO: | | | | | | | | DATE: | | | | | | | | |
| FROM: | | | | | | | | \* DPMC PROJECT # | | | | | | | | |
| TELEPHONE # | | | | | | | | \* (PROVIDE BASE NUMBER IF INITIAL SUBMISSION) | | | | | | | | |
| FAX # | | | | | | | | CCE: $ | | | | | | ($71,000 maximum limit) | | |
| E-MAIL ADDRESS: | | | | | | | | | | | | | | | | |
| PROJECT NAME: | | | | | | | | | | | | | | | | |
| WORK SITE LOCATION: | | | | | | | | | | | | | | | | |
| COUNTY: | | | | | | | | | | | | | | | | |
| DISCRIPTION OF WORK: | | | | | | | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| FOLLOWING SUBMITTED FOR: | | | | | | | | | | | | | | | | |
| INITIAL SUBMISSION | | | OR | RE-SUBMISSION FOR REVIEW AS: | | | | | | | | | | | | |
| SCHEMATIC | DESIGN DEVEL | | | | | | FINAL | | PERMIT | | | | | | CONSTRUCTION | |
|  | | | | | | | | | | | | | | | | |
| DOCUMENT SUBMITTED: | | | | | | | | | | | | | | | | |
| PLANS - FULL SETS | | | | | | #       SETS PROVIDED | | | | | | | | | | |
| PLANS - PARTIAL SETS | | | | | | #       SETS PROVIDED | | | | | | (LIST SHEET #’s IN SPACE BELOW) | | | | |
| SPECIFICATIONS - FULL SETS | | | | | | #       SETS PROVIDED | | | | | | | | | | |
| SPECIFICATIONS- PARTIAL SETS | | | | | | #       SETS PROVIDED | | | | | | (LIST SECTIONS IN SPACE BELOW) | | | | |
| BULLETINS | | | | | | #       SETS PROVIDED | | | | | | | | | | |
| ADDENDUMS | | | | | | #       SETS PROVIDED | | | | | | | | | | |
| HYDRAULIC CALCULATIONS | | | | | | #       SETS PROVIDED | | | | | | | | | | |
|  | | | | | | | | | | | | | | | | |
| A/E RESPONSE LETTER ( MUST BE ON COMPANY LETTERHEAD) | | | | | | | | | | | | | | | | |
| ENGINEERING REPORT(S) | | | | | | | | | | | | | | | | |
| CALCULATIONS: | | STRUCTURAL | | | | | ENERGY | | | | HVAC | | | | ELECTRICAL | |
| CATALOGUE CUTS | | | | | | | PRIOR APPROVALS | | | | | | | | | |
| SUBMISSION CHECKLIST | | | | | | | VARIATION | | | | | | | | | |
| PERMIT APPLICATION: | | | COVER | | BLDG. | | | FIRE | | ELEC. | | | PLUMB. | | | ELEV. |
| NOTES: | | | | | | | | | | | | | | | | |

At Schematic thru Final phases, submit 2 sets of plans and specifications, and 1 copy of all other documentation.

At Permit phase, submit 5 sets of plans, specifications, bulletins, addendums and hydraulic calculations, and 1 copy of all other documentation.

Cc: Central File Form: 5/4/22 rev. 1