



**DIOCESE**  
OF ST. PETERSBURG  
Pastoral Center

## EXTENT OF ARCHITECT'S RESPONSIBILITIES

(DOSP Construction Management Form 87-01)

The architect's Basic Services shall include items as enumerated and as indicated below, but not limited to:

**Item**

Architect	Owner	Comments

Complete Plans and Specifications

Review of Recorded "As Built" Drawings

Expansion Capabilities

Civil Engineer

**Interior Decorator Coordination**

Color Selection

Seating Layout

Furniture Layout

Kitchen Layout


**Regulatory Agency Coordination**

Survey Work

Tree

Topographic

Boundary

Structural Location

Soil Investigation

Testing

Fees


Project Name: \_\_\_\_\_

Owner Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Parish Name: \_\_\_\_\_

Architect Initial: \_\_\_\_\_ Date: \_\_\_\_\_



The Project: \_\_\_\_\_

**Site Work (02)**

- Roads
- Parking
- Utilities (water-sewer)
- Landscaping
- Lightning
- Drainage
- Retention
- Sidewalks
- Other (use comments)

Architect	Owner	Comments

**Concrete (03)**

- Foundations
- Walls
- Beams
- Slab on Grade
- Elevated Slab
- Roof
- Miscellaneous


Project Name: \_\_\_\_\_

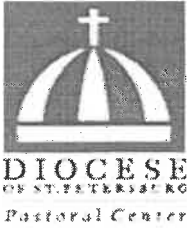
Owner Initial: \_\_\_\_\_

Date: \_\_\_\_\_

Parish Name: \_\_\_\_\_

Architect Initial: \_\_\_\_\_

Date: \_\_\_\_\_



The Project: \_\_\_\_\_

**Masonry (04)**

- Block
- Brick
- Miscellaneous

Architect	Owner	Comments

**Metals (05)**

- Structural Steel
- Ornamental
- Miscellaneous


**Wood (06)**

- Rough Carpentry
- Finish Carpentry
- Millwork


**Thermal & Moisture Protection (07)**

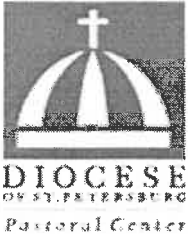
- Waterproofing
- Insulation
- Roofing
- Gutters
- Miscellaneous


Project Name: \_\_\_\_\_

Owner Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Parish Name: \_\_\_\_\_

Architect Initial: \_\_\_\_\_ Date: \_\_\_\_\_



The Project: \_\_\_\_\_

**Doors & Windows (08)**

- Doors
- Windows
- Roll-up Doors
- Other

Architect	Owner	Comments

**Finishes (09)**

- Drywall/Stucco
- Plaster
- Tile
- Carpet
- Wallcovering
- Painting
- Paneling
- Other


**Specialties (10)**

- Chalkboards/Tackboards
- Toilet Partitions
- Toilet Accessories
- Signage
- Folding Partitions
- Miscellaneous


Project Name: \_\_\_\_\_

Owner Initial: \_\_\_\_\_ Date: \_\_\_\_\_

Parish Name: \_\_\_\_\_

Architect Initial: \_\_\_\_\_ Date: \_\_\_\_\_



The Project: \_\_\_\_\_

**Equipment**

Architect	Owner	Comments

Kitchen

Miscellaneous

**Furnishings**


Furniture

Pews

Liturgical

Sanctuary Design

Drapes

Blinds

Confessionals

Miscellaneous

**Special Construction (13)**

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Vault

**Conveying Systems (14)**


Elevators

Lifts

Miscellaneous

Project Name: \_\_\_\_\_

Owner Initial: \_\_\_\_\_

Date: \_\_\_\_\_

Parish Name: \_\_\_\_\_

Architect Initial: \_\_\_\_\_

Date: \_\_\_\_\_





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*Pastoral Center*

The Project: \_\_\_\_\_

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Architect	Owner	Comments

Security

Fire Alarm

Sound Reinforcement

Intercom Systems

CCTV

Estimated Cost of Construction..... \$ \_\_\_\_\_

Architect's Fee..... \$ \_\_\_\_\_

Total Project Cost (Including FF&E)..... \$ \_\_\_\_\_