

## REQUIREMENTS FOR PILE STAKEOUT PREPARATION

The following is a checklist we require the client to furnish to Fortin, Leavy, Skiles, Inc. in order to expedite the pile stakeout. To avoid unnecessary delay, a response to every item listed below is required before we can proceed with the calculations.

- I. Firms involved in project:
  - A. Architect:  
Firm: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_
  - B. Structural Engineer:  
Firm: \_\_\_\_\_  
Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_
  
- II. Architectural Plans revisions, submitted as a CAD file and prints showing the following information:
  - Latest revision date & number: \_\_\_\_\_
  - All Grid Lines (Dimensioned)
  - Grid Lines tied to Property
  - Approved Site Plan with building dimensioned to all approved setbacks lines.
  
- III. Structural Plans, submitted as a CAD file and prints showing the following Information:
  - Latest revision date & number: \_\_\_\_\_
  - Pile Cap Details
  - Pile Caps tied to Grid Lines
  - Columns confirming Architectural Plans
  - Pile cap elevation and thickness for Batter Piles only

I have reviewed the above checklist and will provide a current copy of the Architectural and Structural plans as needed to proceed with the stakeout of this project. I understand that I am the sole party responsible for notifying and providing Fortin, Leavy, Skiles, Inc., copies of **revised** Architectural and/or Structural plans after the initial submittal. Failure to submit revised plans shall void Fortin, Leavy, Skiles, Inc.'s liability regarding the project.

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

Print Name: \_\_\_\_\_

***We look forward to working with you. It is very important all items in this checklist are furnished to Fortin, Leavy, Skiles, Inc. as soon as possible to accommodate the proposal's time frame.***