Designer Recommendation Letter
Project Manager Approval

GMP Proposal Package
- 00 42 23 Proposal Summary Summary
- 00 42 75 GMP Disclosure of General Conditions
- 00 42 79 Proposal of Self-Performance Limit 3% of GMP
- 00 42 71 GMP List of Trade Subcontracts
- 01 26 55 Price of Work Form
- F 555 Bid Tab for Each trade

Verify You Have All The Plans
- Addendum Issued
- Check All Math
- Verify Low Bidder For Each Trade
- Check Specs for Allowances, Unit Prices, and Base Quantity
- Check Contract Days and Liquidated Damages Amount

GMP Summary
- Verify Fee With Proposal
- Verify Self Performance With 01 26 55
- Verify CM/GC Contingency Percentage, Negotiable But Usually Less Than 3%
- Check All Math
1. Estimate and Estimate Trade
2. Hard Bids, Bid Tabs
3. Self Performance-01 26 55 Form
4. General Conditions-Verify With Proposal
5. CM/GC Contingency % x Total (All Above)
6. Fixed Fee % x Total (All Above)

Complete
CSA, Bond, Roof Warranty, SBC-1, Designer Recommendation, and Send to State Architect for Signature