

Douglas A. Ducey
Governor



Craig C. Brown
Director

ARIZONA DEPARTMENT OF ADMINISTRATION

GENERAL SERVICES DIVISION

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PROCORE Project Information Set Up Sheet

State Agency:		
Agency Project Manager:		Include e-mail.
Agency Procurement Officer:		Include e-mail
Additional Project Team Members and their roles		Include e-mail
Project Number:		
Project Name:		
Project Description:		
Scope of Work:		Please include all disciplines that would be needed on the project, i.e. Electrical, Mechanical, etc.

Complete Risk Management Exposure Checklist:	Located at: https://gsd.az.gov/content/construction-process-review-form . Please fill out and keep in project file.	Per R2-10-201 & R2-10-202
Project Address:		
Job Phone Number:		
Job Fax Number:		
Estimated Start Date:		
Estimated Completion Date:		
Statutory Review	Yes No	
Project Stage:	Choose an item.	
Project Type:	Choose an item.	
Program:	Choose an item.	
Design Budget:		
Construction Budget:		
Schedule:	Choose an item.	
Project Delivery Method:	Choose an item.	
Key Consultants:		