



Division of Facilities Construction & Management

Deferred Submittal Guidelines

1. General Instructions:

- a) In accordance with IBC 107.3.4.1, "...deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the building official within a specified period."
- b) The DFCM Building Official reserves the right to not allow items to be deferred prior to issuing and approval in accordance with IBC 107.3.4.1.
- c) In accordance with IBC 107.3.4.1, the design professional in responsible charge shall review the deferred submittal items for conformance with the design of the building prior to submitting to the DFCM Building Official for approval.
- d) No deferred submittal items are to be installed until approval has been granted by the DFCM Building Official.

2. Construction Documents:

- a) The plans submitted for review to the DFCM Building Official shall clearly list all items that will be provided as deferred submittals.
- b) The deferred submittal must include all necessary details and specific information relating to the materials, type, size, etc. as necessary to fabricate and install the deferred submittal item.
- c) The deferred submittal items should include a "Statement of Special Inspections" addressing any necessary special inspection and testing requirements during the fabrication and installation of such items.

3. Nonstructural Components:

- a) If the seismic restraint of nonstructural components is to be deferred it should be clearly noted on the plans by means of the DFCM "Nonstructural Component Checklist".
- b) All nonstructural component deferred submittals should be submitted in one single package or in groups by discipline. As an example, at no time should multiple submittals be provided for the seismic restraint of mechanical items, such as separate submittals for equipment, ductwork, piping, etc. The design professional in responsible charge should submit deferred submittals to the DFCM Building Official grouped in as few packages as feasible.