

DEVIATION REQUEST FORM

Deviation Request Number: _____

This form shall be used by the Design Professional to request a deviation from the Design Standards & Procedures and must be completed prior to the Bidding Phase. Please complete and return via email to the UI Design Project Manager.

Date: _____ Project Phase: _____
(SD, DD, CD)

UI Project Name: _____

UI Project Number: _____ Owner's Design Project Manager: _____

Design Professional (DP): _____ DP Representative: _____
(first and last name)

DP Email Address: _____ Phone: (_____) _____

Design Standards Edition: _____ Section Number: _____ Page Number: _____

Description of Deviation: (attach additional page(s) as needed)

Justification for Deviation Request: (attach additional page(s) as needed) *Include Total Cost of Ownership Comparison*

Attachment List: _____ Total number of pages attached: _____

UI Stakeholder (vetted prior to submittal): _____

Reviewed / Approved By:

Response Code: R&A – reviewed & approved, NA – not applicable, RAN – reviewed as noted, R&R – revise & resubmit, NR – not recommended

1) _____ (Department Name) _____ Response	2) _____ (Department Name) _____ Response	3) _____ (Department Name) _____ Response	4) _____ (Department Name) _____ Response
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_____ (Signature & Date)	_____ (Signature & Date)	_____ (Signature & Date)	_____ (Signature & Date)
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5) _____ (Department Name) _____ Response	6) _____ (Department Name) _____ Response	7) _____ (Department Name) _____ Response	8) _____ (Department Name) _____ Response
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_____ (Signature & Date)	_____ (Signature & Date)	_____ (Signature & Date)	_____ (Signature & Date)
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