## **Step 12: Operations and Maintenance Considerations Checklist**

Check off each design component at each phase to confirm all components have been included.

Participal Community	Schematic	Design	Contract	Construction	Construction
Design Component	Development	Development	Documents	Phase 1	Phase 2
Alarmed Doors		1			1
Alarms					
Appliances					
Balcony Drainage					
Balcony Light Fixtures					
Balcony Waterproofing					
Cabinets					
Countertops					
Emergency Lighting					
Exterior Light Fixtures Fire Alarms					
Exterior Storage					
Fencing					
Fire Extinguishers					
Fire Sprinklers					
Flooring					
Hose Bibs					
HVAC Equipment (heating units, air conditioning units)					
Interior Storage					
Janitor's Closets					
Janitor's Sinks					
Landscape Irrigation					
Landscape Lighting					
Laundry Room					
Mail Delivery					
Manager's Office					
Paint					
Planters					
Planter Drainage					
Play Equipment					
Plumbing Fixtures (toilets, tubs, showers, faucets, kitchen sinks)					
Reception Desk					
Recycling					

## **Step 12: Operations and Maintenance Considerations Checklist** (continued)

Signage			
Smoke Detectors			
Telephones (in units, office, pay phones)			
Trash Collection (vented closets, chutes)			
Utility Meters (gas, electric, water)			
Water Heaters (individual, central, laundry room, office)			
Window Coverings (shutters, screens, bars)			
Additional Components			