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AGREEMENTS WITH SUBCONSULTANTS

There should be written contracts with all subconsultants, preferably using standard forms. The agreements between the prime design professional and each of the independent consultants should describe in detail the separate duties and responsibilities of each. Because almost all design and construction projects involve multiple contracts, they should be similarly constructed to avoid conflicts and ambiguities.

The following points of coordination deserve attention:

- ✓ Quality control requirements and responsibilities
- ✓ Design criteria and standards, drawing or CADD file format
- ✓ Schedule requirements
- ✓ Budget requirements and any construction cost limitations
- ✓ Terms and timing of payment
- ✓ Use and ownership of documents
- ✓ Terms and provisions for termination
- ✓ Dispute resolution provisions
- ✓ Insurance requirements, including certificates of insurance
- ✓ Limitation of liability provisions