

# SAN DIEGO INTERNATIONAL AIRPORT

## APPLICATION FOR TENANT IMPROVEMENT PROJECT

### Conceptual Approval (must obtain Authority Contract Manager's approval prior to submitting this TI Application)

All fields marked with an asterisk \* are required and must be filled out

<b>Tenant Legal Name*</b>	<b>Address*</b>	<b>Date*</b>
<b>Tenancy Business (DBA) Name*</b>	<b>Project Location: San Diego International Airport*</b>	<b>Other Location:</b>
* Please initial to acknowledge and confirm that you have read the requirements set forth in the Concessions Design Manual*		
<b>Printed Name – Owner/Officer*</b>	<b>E-Mail Address*</b>	<b>Telephone Number*</b>
<b>Authority Contract Manager Name*</b>	<b>Department Name*</b>	<b>Approval Date*</b>
<b>PROJECT NAME:</b>		<b>LEED PROJECT: NO</b> <input type="checkbox"/> <b>YES</b> <input type="checkbox"/>
<b>PROJECT DESCRIPTION (Be Specific) *</b>		

### Design and Construction Requirements

<b>Project Manager Name (Point of Contact)*</b>	<b>Telephone Number*</b>	<b>E-Mail Address*</b>
<b>Proposed Architect/Engineer</b>	<b>Telephone Number</b>	<b>E-Mail Address</b>
<b>Proposed Contractor</b>	<b>Telephone Number</b>	<b>E-Mail Address</b>
<b>Estimated Project Cost*</b>	<b>Estimated Construction Start &amp; Completion Dates*</b>	<b>Signature – Owner/Officer*</b>
\$		
<b>Provide Supporting Documents, if required:</b>		
<input type="checkbox"/> <b>Concept Plans* (Floor Plan, Elevation, and Colored Renderings) and/or Electronic Copy* - Required</b>		
<input type="checkbox"/> <b>Specifications and Plans (Floor Plan, Elevation, and Colored Renderings, etc.) and/or Electronic copy</b>		
<input type="checkbox"/> <b>Project Schedule/Timelines including Key Milestones* - Required</b>		
<input type="checkbox"/> <b>Airport Terminal Map Highlighting Project Location* - Required</b>		
<input type="checkbox"/> <b>Updated Material Sample Boards (depicting all materials, finishes, and locations) and/or Electronic Copy</b>		
<input type="checkbox"/> <b>Other</b>		

### Notice to Proceed & Closeout Requirements

Refer to Concessions Design Manual (CDM or NCDM) for Notice to Proceed Construction & Project Closeout Requirements

**Submit Tenant Improvement Application to: TI Project Manager, Airport Design & Construction, SDCRAA**

**E-Mail:** [TIP@san.org](mailto:TIP@san.org)

**Street Address:** 3032-A N. Harbor Dr, San Diego, CA 92101 ● **Mailing Address:** P.O. Box 82776, San Diego, CA 92101

**ADC Tenant Improvement Project Acceptance:**