



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

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

Design and Construction Requirements

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

Notice to Proceed & Closeout Requirements

Refer to 2023 Tenant Improvement Design Manual 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

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: