



## **Building Department and Fire Prevention**

Electronic Plan Review Submittal User Guide  
Version Number: 3

## REVISION HISTORY

This section records the revision history of changes made to this living document:

<b>Date</b>	<b>Version #</b>	<b>Description of Change</b>	<b>Author</b>
2/20/2023	2.0	First final version	S. Gadhok
4/15/2023	2.1	Updated stamps and added Appendix D	S. Gadhok
5/2/2023	2.2	Updated file naming convention for Calcs and Specs	S. Gadhok
8/16/2023	2.3	Added Appendix E – Building Names and Addresses	S. Gadhok
8/17/2023	2.4	Updated document – Submittal Plans and Plan set	S. Preciado
9/8/2023	2.5	Updated Appendix A and B to change the file name from .pdf to .xlsx	S. Gadhok
2/6/2024	2.6	Updated the document – DigEPlan information	S. Gadhok

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## Introduction

University of California – Davis Health (UCDH) has developed a program designed to streamline the plan submittal process while reducing paper waste, expense, and the inconvenience of printing and shipping multiple copies of the construction documents. Electronic plan review will allow concurrent reviews by FP&D Building Department and Fire Prevention Permitting staff who will assist in the reduction of review turnaround times while supplying a supportive consolidated corrections list that applicants can use to track and respond to comments. Applicants submitting their application must coordinate and organize their submittal package into PDF files arranged in the manner described in this document.

## 1. Submittal Methods

Refer to the following instructions before preparing your documents for electronic plan review. Note that Plans and Supplemental Documents have different submittal requirements.

### 1.1 Submittal Requirements (Checklist)

All documents submitted for electronic plan review are required to be in PDF format and must meet the following formatting requirements. Failure to comply with these requirements will delay the processing of your submittal.

- PDF filenames must meet the [file naming convention requirements](#) outlined in [Appendix A](#) and [Appendix B](#).
- PDF filenames cannot include [special characters \(% , + , \\$ , #\) or the date](#).
- PDF Packages / Portfolios are not accepted. Plan sets must consist of a [single PDF file](#).
- PDF files must not exceed **350MB** in [size](#).
- Plans Sheet/Page Count: Plans must not exceed 300 sheets and supplemental documents (8.5x11 size) must not exceed 1,000 sheets. If the document (such as specifications or calculations) exceeds 1,000 pages, it must be divided into separate volumes.
- PDF files must not be password-protected or [locked](#).
- PDF files must not contain [layers or comments](#).
- Files should be flattened and/or optimized PDFs.
- Plan sets must have [bookmarks](#) that list sheet numbers and sheet titles.
- Supplemental review documents (calculations, specifications, manufacturer cut sheets, etc.) must also have [bookmarks](#).
- Plan sets must not have [page sizes](#) larger than 36x48 inches.
- Plan sets must have uniform [content orientation](#) and page [alignment](#)
- Plan sets must be drawn [to scale](#).
- Plan sets must have [stamping](#) space located in the title block of each sheet. Refer to [Appendix E](#), [Appendix F](#), [Appendix G](#), and [Appendix H](#) requirements for approval stamps.
- [Resubmittals](#) require complete sets, as we do not accept partial submittals of review documents. Please **do not** rename or omit sheets from the resubmittal documents.
- [Scanned Plans](#) are acceptable but must meet all other submittal requirements listed above. When scanning, be sure to properly align page edges on the scanning bed so the pages are not skewed.
- Each plan sheet needs to include the UCDH project number, name, and address.
- Plans/Review Documents cannot state "Not for Construction" or "Draft".
- Professional stamps/seals shall be affixed to plans and documents as required.

## 1.2 Preparing Plans for Submittal

Please note that troubleshooting suggestions and screenshots included in this section have been created using Adobe Acrobat Pro. Other PDF tools (e.g. Nitro, Foxit, Bluebeam, etc.) may offer similar solutions that have not been outlined in this document.

## 1.3 File Naming Convention

Specific file naming conventions for submitted review documents are required to facilitate the electronic plan review process for the following reasons:

- Naming files to properly describe the contents of the file document will help reviewers identify more quickly which files they need to review.
- Comments from reviewers will be sorted by documents and by discipline.
- Revised file documents will need to be uploaded by applicants and improper or inconsistent naming of files will create delays in the review of your application.
- Applications with file names that are not named correctly may be returned at triage. Failure to adhere to the sample file naming formats may result in a request for resubmittal and/or delay the plan review process.

Additionally, please be advised of the following file naming requirements:

1. Do not use special characters in the filename (% , + , \$ , #). Use underscores ( \_ ) instead of spaces.
2. Do not include the date in the file name.

Please refer to [Appendix A](#) and [Appendix B](#) for the file naming conventions specific to each document type and examples.

## 1.4 Single PDF File

If the Plan set consists of multiple files, they must be merged into a single PDF file, failure to do so will delay processing of your submittal. We do not accept files submitted in Adobe Acrobat *Portfolios*.

## 1.5 File Size

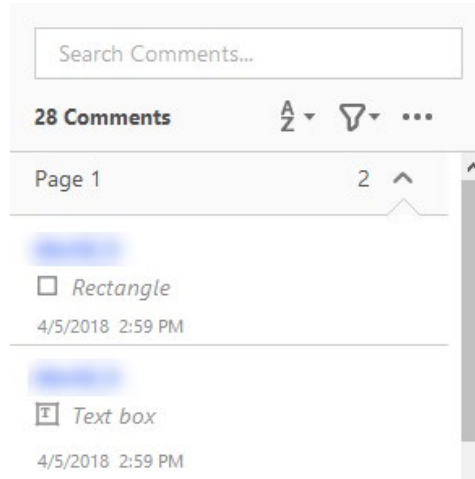
PDF file size must not exceed **350MB** in size. To verify your file is in compliance, open the file and select “File” then “Properties” to view the *File Size*. If your file is too large, please reduce the file size. Open the file and select “Save as Other” then “Reduced Size PDF”.

## 1.6 Protection

Do not submit password-protected or locked PDF documents. Files “must be” unlocked before submittal. Failure to do so will delay submitting your application.

### 1.7 Layers and Comments

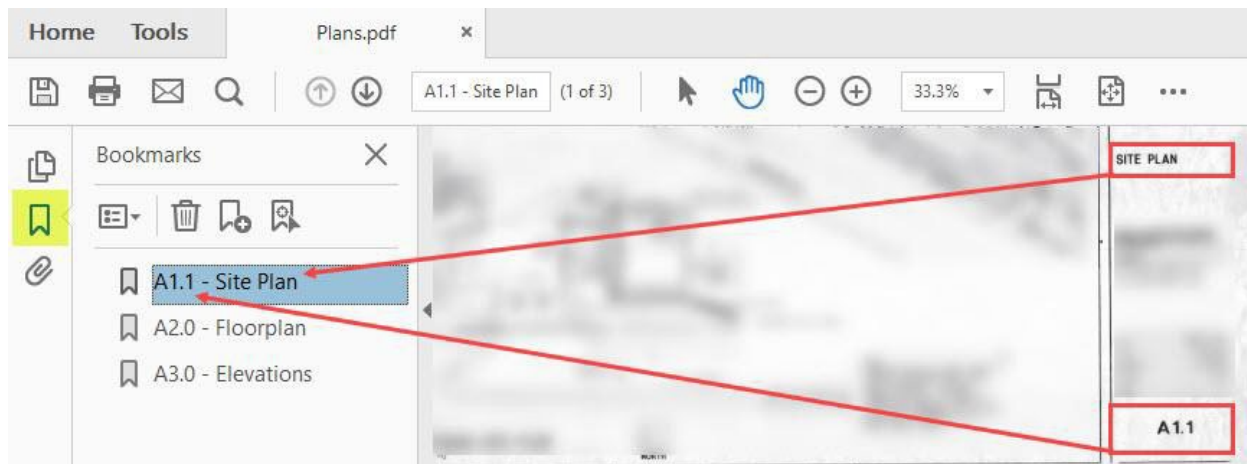
Do not submit review documents with layers and/or comments. Do not submit files that Adobe reports as damaged or that Adobe cannot open. Layers *must be flattened* before submitting. Failure to do so will result in your application being returned at Triage which will further delay the processing of your submittal. To verify if a document contains comments, which consist of editable content, active form fields, stamps, text boxes signatures, and markups, go to Tools and select the 'Comment' icon to view the objects in the viewing window on the right, as shown in the example below.



**NOT CORRECT**

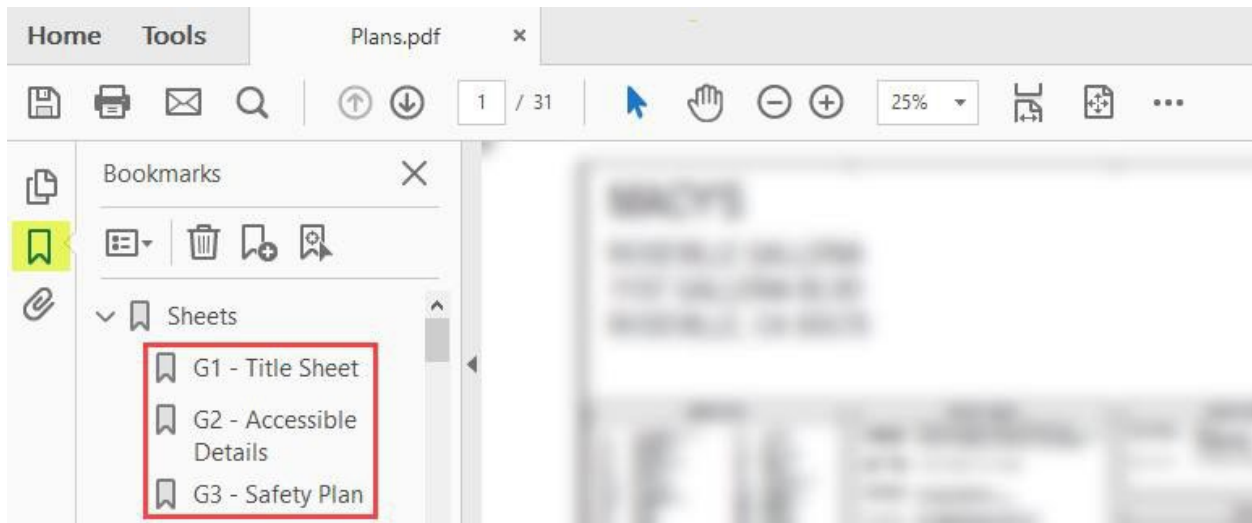
### 1.8 Bookmarks

Plan sets are required to have bookmarks to facilitate the electronic plan review process. Each sheet shall be indexed or bookmarked by sheet number and sheet title as shown in the example below. Failure to do so will result in your application being returned at Triage which will further delay the processing of your submittal.



**CORRECT**

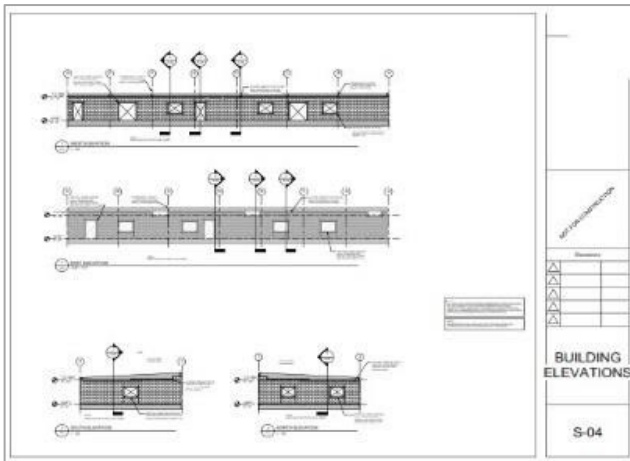
All bookmarks must be on the same level as the topmost bookmark. Bookmarks cannot be indented or nested as shown in the example below. To un-nest bookmarks, simply select the nested bookmarks and drag them to the same level as the topmost bookmark.



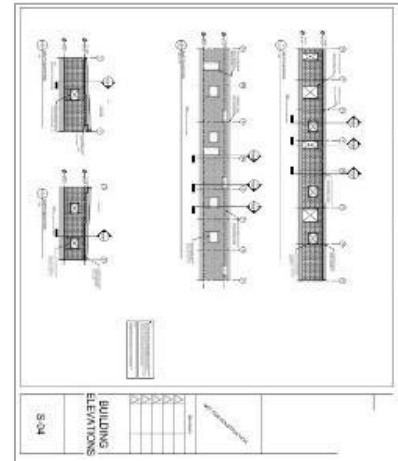
**NOT CORRECT**

### 1.9 Content Orientation

Pages (sheets) must all be properly *oriented*, meaning content is upright, **not** sideways or upside down, so that the document can be viewed without rotation. To check that pages are properly oriented, open the document and do a **'print preview'**. Scroll through each page in the preview window to make sure the pages are properly oriented.



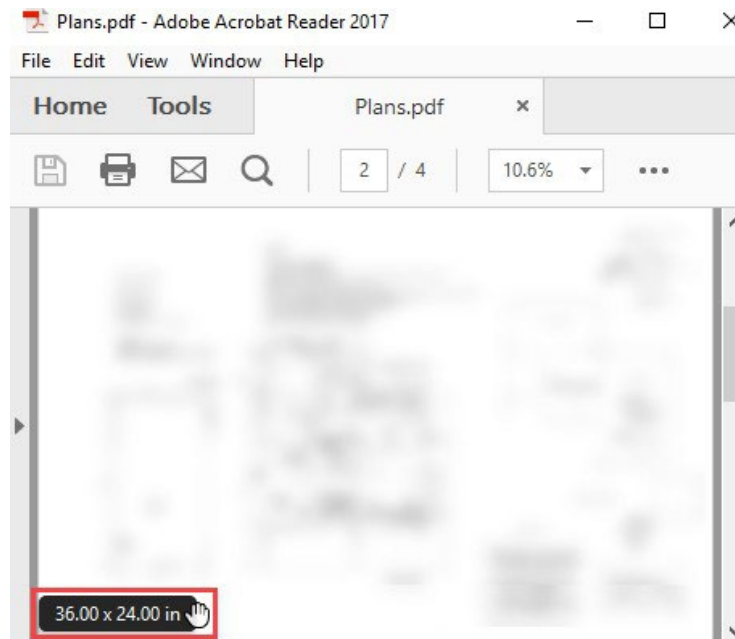
**CORRECT**



**NOT CORRECT**

### 1.10 Page Size

PDF files must not have page sizes larger than 36" x 48". To check that pages are properly sized, open the document and hover over the bottom left corner of the page. Scroll through each page to make sure the page size is not larger than 36" x 48".



**CORRECT**

### 1.11 Alignment

Plan set drawings must be created in your CAD program so that drawing perimeters and objects 'line up' exactly when overlaid electronically. Revised/corrected plan versions must spatially 'lineup' with the original submittal to facilitate comparing resubmittals electronically.

### 1.12 Scale

Plans must be saved at 'full size' and 'to-scale' to ensure proper measuring of lines and areas electronically.

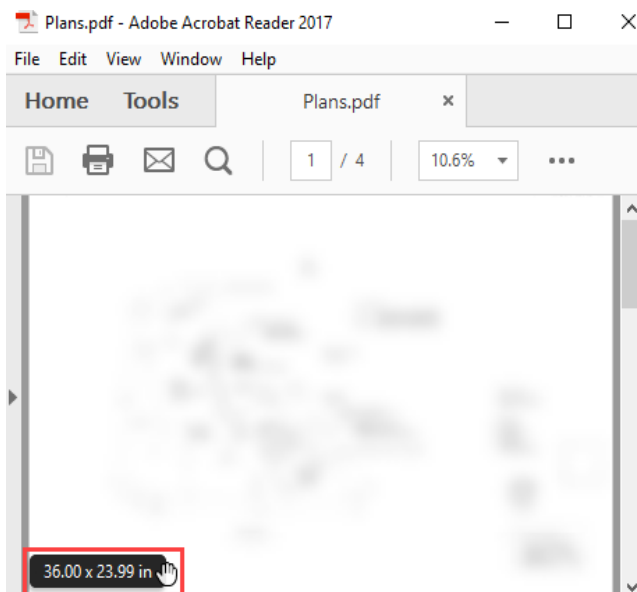
### 1.13 Approval Stamps

To facilitate digital stamping, an Approval Stamp Space is required on the same exact location on each sheet. Refer to [Appendix E](#), [Appendix F](#), [Appendix G](#), and [Appendix H](#) for examples of HCAI and UCDH project stamping requirements.



**1.14 Scanned Plans**

Paper plans scanned from a photocopy to PDF format are acceptable but should be legible and meet the requirements noted in the [Preparing Plans for Submittal](#) section above. Be sure to check that the scanned pages are properly sized. Scroll through each page to make sure the page size is standard (e.g. 36 x 24 in, 8.5 x 11 in, etc.). Do not submit pages with irregular sizes as shown in the example below. Failure to do so will result in your application being returned at Triage which will further delay the processing of your submittal.



**NOT CORRECT**

If- your page size is irregular, you can standardize it by printing it to pdf and resaving the file. See the table below to identify the appropriate paper size to select.

Paper Size	Paper Size Name
8.5 x 11 inches	Letter
8.5 x 14 inches	Legal
17 x 11 inches	Ledger
24 x 18 inches	Arch C
36 x 24 inches	Arch D
48 x 36 inches	Arch E
42 x 30 inches	Arch E1

**Table 1: Page Size**

## 2 Submitting PAD Amendments/Revisions and Resubmittals

Revised files are typically one of two types: (1) **Post Approval Document (PAD) Amendments/Revisions** to previously approved documents, or (2) required **'Resubmittals'**. Revised documents should meet the following requirements, in addition to those listed in the [Preparing Plans for Submittal](#) section above. Failure to comply with these requirements will delay the processing of your submittal.

PAD Amendments/Revisions and Resubmittals have different file naming requirements, as noted below:

1. **Post Approval Document (PAD) Amendments/Revisions:** These are amendments to previously approved documents such as Amended Construction Documents (ACDs). Updated plans shall comply with the following:
  - Provide a narrative of changes with a sheet-by-sheet list of updates. (A Narrative is required for all ACD submittals)
  - New plan sheets inserted/added, shall have different numbering/bookmarks from previous. (Also update all related sheet indexes).
  - For 'Revisions' to previously approved documents: Add 'ACD#' to the end of the filename for the submitted revision, where the '#' represents the sequence of submitted revisions. In the event a revision requires a resubmittal, update the revision file name for subsequent resubmittals. Refer to [Appendix A](#) and [Appendix B](#) for file naming conventions.
  - Ensure all revisions are clouded/highlighted.
  - Plan sheets must retain the same numbering/bookmarks as the original approved plans.
2. **Required Resubmittals:**
  - Provide a **full plan set**, not just modified/delta sheets.
  - Add 'BC-#' to the end of the filename for the resubmitted revision, where the '#' represents the sequence of submitted revisions. Refer to [Appendix A](#) and [Appendix B](#) for file naming conventions.
  - **Do not remove pages** from your corrected plan set. If pages need to be removed, place a 'slash' across those pages, mark them as 'Omit', and include the date they were omitted.
  - **Do not rename sheets.** Plan sheets submitted previously must keep the same numbering/bookmarks.
  - If **Plans** need to be revised and resubmitted, exactly the same Plan/Drawing Sheet Reference Number should be used for each subsequent submission version of the same drawing sheet.
  - **If deleting a sheet/page from the plans**, communicate this to the intake and review staff via Narrative and Response documents.
  - Provide a **Narrative of Revisions** with a sheet-by-sheet list of further revisions to the previous submittal to communicate to intake staff and reviewers as necessary when deleting sheets/pages or adding new changes not previously reviewed or in response to previous reviewer comments.

**Table 2, Table 3, and Table 4** below display the correct file names for three electronically submitted and resubmitted documents.

Plans	Filename (Example)	File Naming Convention	Pages/ Sheets
1 <sup>st</sup> Submittal – (Initial Review)	Plan_9559310.pdf.	<Plan>_<UCDHProject#>.pdf	50
2 <sup>nd</sup> Submittal 1 <sup>st</sup> - (Backcheck Review)	Plan_9559310_BC1.pdf	<Plan>_<UCDHProject#>_<backcheck#>.pdf	51
3 <sup>rd</sup> Submittal 2 <sup>nd</sup> – (Backcheck Review)	Plan_9559310_BC2.pdf	<Plan>_<UCDHProject#>_<backcheck#>.pdf	52

**Table 2: Plans - File Naming Convention**

Specifications	Filename (Example)	File Naming Convention	Pages/ Sheets
1 <sup>st</sup> Submittal – (Initial Review)	Specs_9559310.pdf	<Specs>_<UCDHProject#>.pdf	200
2 <sup>nd</sup> Submittal 1 <sup>st</sup> - (Backcheck Review)	Specs_9559310_BC1.pdf	<Specs>_<UCDHProject#>_<backcheck#>.pdf	205
3 <sup>rd</sup> Submittal 2 <sup>nd</sup> - (Backcheck Review)	Specs_9559310_BC2.pdf	<Specs>_<UCDHProject#>_<backcheck#>.pdf	210

**Table 3: Specifications – File Naming Standard**

Calculations	Filename (Example)	File Naming Convention	Pages/ Sheets
1 <sup>st</sup> Submittal - (Initial Review)	Calc_Structural_9559310.pdf	<Calc_Structural>_<UCDHProject#>.pdf	200
2 <sup>nd</sup> Submittal 1 <sup>st</sup> - (Backcheck Review)	Calc_Structural_9559310_BC1.pdf	<Calc_Structural>_<UCDHProject#>_<backcheck #>.pdf	210
3 <sup>rd</sup> Submittal 2 <sup>nd</sup> - (Backcheck Review)	Calc_Structural_9559310_BC2.pdf	<Calc_Structural>_<UCDHProject#>_<backcheck #>.pdf	225

**Table 4: Calculations – File Naming Standard**

**NOTE:** The processing time for intake and triage can take up to “*3 business days*” after plans are submitted. The application status “**In Plan Review**” marks the project as available for review.

Assistance is available Monday – Friday 9:00 am – 4:00 pm PST, excluding California State holidays by emailing: [hs-buildingdeptplanreview@ucdavis.edu](mailto:hs-buildingdeptplanreview@ucdavis.edu)

**Appendix A: UCDH – File Naming Convention**

<b>UCDH - Plan Review Documents</b>				
<b>Documents should be in PDF Format Only</b>				
<b>No.</b>	<b>Document Type</b>	<b>Full Naming Convention (Example)</b>	<b>File Naming Convention</b>	<b>Description</b>
1.	Calculations	Calc_Structural_9559310.pdf  Calc_Structural_9559310_vol1.pdf Calc_Structural_9559310_vol2.pdf	<Calc_<type>_<UCDHProject#>.pdf	Calc_Struct Calc_Fire Calc_Anchorage Calc_Hydraulic, Calc_Precast, or Other Calculations as appropriate  <b>Note:</b> Please use volume numbers for calculations with more than 1,000 pages or several volumes (see example).
2.	Geotechnical Report	GeotechRpt_9559310.pdf	<GeotechRpt>_<UCDHProject#>.pdf	Geotechnical Report
3.	Image Documents	Image_9559310.pdf	<Image>_<UCDHProject#>.pdf	Photos, Sketches
4.	Other <i>(Only use when no other description will work)</i>	Docs_9559310.pdf	<Docs>_<UCDHProject#>.pdf	Short Description of Document
5.	Manufacturer Cut Sheets	Prod_9559310_Fire Alarm.pdf	<Prod>_<UCDHProject#>_<Product Submittal Type>.pdf	Product Submittals E.g.: Fire Alarm, Fire Sprinkler
6.	Responses/Correction Report <i>(In Excel Format Only)</i>	Response_9559310.xlsx	<Response Comments>_<UCDHProject#>.xlsx	Responses to Plan Review comments
7.	Special Inspection and Testing Form	SITF_9559310.pdf	<SITF>_<UCDHProject#>.pdf	Special Inspection testing
8.	Plans	Plan_9559310.pdf  Plan_9559310_vol1_G_A_C_S.pdf	<Plan>_<UCDHProject#>_<volume#>_<First Initial for each discipline>.pdf	If you have 1 volume, don't enter the volume number.  Plans with more than 100 Sheets or several volumes use volume numbers.  After the volume#, enter the first initial for the discipline. E.g.: G for Geotechnical, S=Structural, C=Civil
	Plans - ACD	Plan_9559310_B24-0023_ACD01.pdf	<Plan>_<UCDHProject#>_<UCDHparentrecord#>_<ACD><2-digit sequential#>.pdf	Amended construction document
	Plans - DA	Plan_9559310_B24-0023_DA01.pdf	<Plan>_<UCDHProject#>_<UCDHparentrecord#>_<DA><2-	Deferred Approval

			digit sequential#>.pdf	
9.	Specifications	Specs_9559310.pdf  Specs_9559310_vol1.pdf Specs_9559310_vol2.pdf	<Specs>_<UCDHProject#>.pdf	Specifications /Project Manual  <b>Note:</b> If you have 1 volume, don't enter the volume number.  Please use volume numbers for specifications with more than 1,000 pages or several volumes (see example).
10.	Reference Documents	Ref_9559310.pdf	<Ref>_<UCDHProject#>.pdf	Reference Only
11.	Narratives (Required for Amended Construction documents)	Narr_9559310_B24-0023_ACD01.pdf	<Narr>_<UCDHProject#>_<UCDHparentrecord#>_<ACD><2-digit sequential#>.pdf	Narrative
12.	Letters	Letter_9559310.pdf	<Letter>_<UCDHProject#>.pdf	Letter

**Appendix B: HCAI - File Naming Convention**

<b>HCAI - Plan Review Documents</b>				
<b>Documents should be in PDF Format only</b>				
<b>No.</b>	<b>Document Type</b>	<b>Full Naming Convention (Example)</b>	<b>File Naming Convention</b>	<b>Description</b>
1.	Calculations	Calc_Structural_9559310.pdf	<Calc>_<type>_<UCDHPProject#>.pdf	Calc_Struct Calc_Fire Calc_Anchorage Calc_Hydraulic Calc_Precast Or Other Calculations as appropriate
2.	Functional Program	Func_9559310.pdf	<Func>_<UCDHPProject#>.pdf	Functional Program
3.	Geotechnical Report	GeoTechRpt_9559310.pdf	<GeoTechRpt>_<UCDHPProject#>.pdf	Geotech Report
4.	Image Documents	Image_9559310.pdf	<Image>_<UCDHPProject#>.pdf	Photos, Sketches
5.	Other <i>(Only use when no other description will work)</i>	Docs_9559310.pdf	<Docs>_<UCDHPProject#>.pdf	Short Description of Document
6.	Manufacturer Cut Sheets	Prod_9559310_Fire Alarm.pdf	<Prod>_<UCDHPProject#>_<Product Submittal Type>.pdf	Product Submittals E.g.: Fire Alarm, Fire Sprinkler
7.	Responses/Correction Report <i>(In Excel Format Only)</i>	Response_9559310.xlsx	<Response Comments>_<UCDHPProject#>.xlsx	Responses or Corrections Report
8.	Pharmacy Summary Checklist	Pharmacy Summary Checklist_9559310.pdf	<Pharm Summary Checklist>_<UCDHPProject#>.pdf	Pharmacy Summary Checklist
9.	TIO	TIO_9559310.pdf	<TIO>_<UCDHPProject#>.pdf	Testing, Inspection, and Observation Program
10.	Plans	Plan_9559310.pdf	<Plan>_<UCDHPProject#>.pdf	Plans for HCAI Projects
11.	Specifications	Specs_9559310.pdf	<Specs>_<UCDHPProject#>.pdf	Specifications
12.	Reference Documents	Ref_9559310.pdf	<Ref>_<UCDHPProject#>.pdf	Reference Only
13.	Narratives (Required for Amended Construction documents)	Narr_9559310_H23-0000_ACD01.pdf	<Narr>_<UCDHPProject#>_<UCDHPparentrecord#>_<ACDxx>.pdf	Narrative
14.	Plan – Reference Only	Ref_S220543-34-00.pdf	<Ref>_<HCAIApprovedProject#>.pdf	References Only
15.	Project Cancellation Notice	WithdrawApplication_9559310.pdf	<WithdrawApplication>_<UCDHPProject#>.pdf	Project Cancellation or Withdrawal application Post Approval Application

16.	Plans HCAI New project	Plan_9559310.pdf Plan_9559310_vol1.pdf	<Plan>_<UCDHProject#>.pdf <Plan>_<UCDHProject#>_<volume#>.pdf	If you only have 1 volume, <b>do not</b> enter the volume number.  Plans with more than 100 Sheets or several volumes use volume number
	Plans – ACD HCAI - PAD	Plan_9559310_H23-0000-PAD-0002_CO01.pdf	<Plan>_<UCDHProject#>_<UCDHparentrecord#>_<PAD Applicant Tracking#>.pdf	ACD Plans for HCAI Projects
	Plans – DA HCAI - PAD	Plan_9559310_H23-0000-PAD-0002_DA01.pdf	<Plan>_<UCDHProject#>_<UCDHparentrecord#>_<DA><2-digit sequential#>.pdf	Deferred Approval for HCAI Projects

**Appendix C: Attachments by Record Type**

Attachments are electronic files such as PDFs or image files that you can upload from your computer to the eServices Portal, and then associate the attachment with a specific project record, such as an HCAI and UCDH Project, Post-Approval Document, etc. Attachments can be just about any relevant document or file, such as special instructions, diagrams, pictures, or other information relevant to the record, however, the Document Types are limited based on the record the attachment is being uploaded to; this is known as public user permissions for each attachment associated with a record. Once a document, plan, photo, etc. is uploaded to the UCDH eServices Portal, the attachment can be downloaded and viewed by any authorized Public User with Facility Authorization and by any Licensed Professional associated with that project. However, attachments cannot be deleted by an Applicant once they are uploaded – even if they were erroneous, they can only be deleted by UCDH intake staff. A description of attachments and the records that they can be associated with are listed in the table below:

Attachment Name	Record Type	Description
<b>Attachments by Record Type</b>		
Plan	HCAI and UCDH Projects PAD	Construction floor plans of sufficient clarity to indicate the location, nature, and extent of the work proposed and show in detail that it will conform to the provisions of applicable codes and relevant laws, ordinances, rules, and regulations. Plans do not include specifications, calculations, product data, etc.
Calculations	HCAI and UCDH Projects PAD	Structural calculations, hydraulic calculations, etc. necessary to support the design criteria and parameters of the Plans.
Specifications	HCAI and UCDH Projects PAD	The portion of the Contract Documents consists of the written requirements for materials, equipment, systems, standards, and workmanship for the work, and performance of related services.
Testing, Inspection, and Observation Program (TIO)	HCAI Project (For HCAI projects only)	The TIO program identifies all materials and tests to be performed on the project, all special inspections to be performed on the project, and the firm(s) and/or individual(s) to perform each of the required tests and, inspections. The TIO program must also identify each Licensed Professional who must verify that the work complies with the approved construction documents.
Functional Program	HCAI Project (For HCAI projects only)	An executive summary of the project, required by CAC Section 7-119, that clearly describes the purpose of the project, the project components, and scope affected support functions, operational and environment of care requirements, architectural space and technology requirements, and planning considerations.
Workers Compensation Insurance Certificate	UCDH Project	California law requires employers to have workers' compensation insurance if they have even one employee. Proof of sufficient workers' compensation insurance or a certificate of self-insurance is required for the issuance of any Building Permit.
Documents	HCAI and UCDH Projects HCAI and UCDH PAD	All other documents not already classified may be uploaded; this would include soil reports, product data sheets, reference drawings, etc.
Image Documents	HCAI and UCDH Projects PAD	Photos may be uploaded if they are relevant to the project.
Other	HCAI and UCDH Projects PAD	Miscellaneous classification of attachments.



Appendix D: Stamping Requirements

Description	Pages Stamp Required		
	1st or 2nd Page	1 <sup>st</sup> Page (Cover Sheet)	All pages
Plans			✓
Shop Drawings - (Delegated Design)			✓
Calcs		✓	
Specifications	✓		
Manufacturer Cut Sheets		✓	
Geotechnical Reports		✓	

### Appendix E: HCAI Stamping - Title Block (24x36)

5"

4 9/16"

2"

hs LOGO reduced to non-standard size

**UC DAVIS HEALTH**  
Facilities Design & Construction  
4800 2nd Avenue Suite 3010  
Sacramento, California 95817  
(916)734-7034

DEPARTMENT OF HEALTHCARE ACCESS AND INFORMATION:

LICENSED ARCHITECT  
exp. x/x/22  
STATE OF CALIFORNIA

DESIGN PROFESSIONALS OF RECORD:

**UC DAVIS HEALTH**  
Facilities Design & Construction  
4800 2nd Avenue Suite 3010  
Sacramento, California 95817  
(916)734-7034

CONSULTANT LOGO:

REV	REVISION DESCRIPTION	DATE

100% CONSTRUCTION DOCUMENTS

ACCOUNT NO.: ACCT#  
OSHPH NO.: n/a  
BUILDING: - BLDG. #XX  
FLOOR/WING: FLOOR  
PROJECT TITLE: SHEET TITLE:

ARCH./ENGR.	FD&C JOB NO.	SHEET NO.
ENGR	JOB NO.	
UCDMC PROJECT MANAGER	SCALE	
PM	AS SHOWN	
DESIGNED BY	DATE	
DESIGN	-	
DRAWN BY	CAD FILE	SHEET OF
DRAW	-	X X

5"

4 9/16"

2"

DEPARTMENT OF HEALTHCARE ACCESS AND INFORMATION:

LICENSED ARCHITECT  
exp. x/x/22  
DATE  
STATE OF CALIFORNIA

DESIGN PROFESSIONALS OF RECORD:

**UC DAVIS HEALTH**  
Facilities Design & Construction  
4800 2nd Avenue Suite 3010  
Sacramento, California 95817  
(916)734-7034

CONSULTANT LOGO:

CONSULTANT LOGO:

REV	REVISION DESCRIPTION	DATE

100% CONSTRUCTION DOCUMENTS

ACCOUNT NO.: ACCT#  
OSHPH NO.: n/a  
BUILDING: - BLDG. #XX  
FLOOR/WING: FLOOR  
PROJECT TITLE: SHEET TITLE:

ARCH./ENGR.	FD&C JOB NO.	SHEET NO.
ENGR	JOB NO.	
UCDMC PROJECT MANAGER	SCALE	
PM	AS SHOWN	
DESIGNED BY	DATE	
DESIGN	-	
DRAWN BY	CAD FILE	SHEET OF
DRAW	-	X X





### Appendix H: UCDH Stamping – Title Block (24x36)

UC Davis Health Logo reduced to non-standard size


5"

4 9/16"

3 1/4"

CERTIFIED BUILDING OFFICIAL:

DESIGNATED CAMPUS FIRE MARSHALL:



DESIGN PROFESSIONALS OF RECORD:

**UC DAVIS HEALTH**  
 FACILITIES DESIGN & CONSTRUCTION  
 4800 3RD AVENUE SUITE 3010  
 SACRAMENTO, CALIFORNIA 95817  
 (916)734-7834

CONSULTANT LOGO:

REV	REVISION DESCRIPTION	DATE

100% CONSTRUCTION DOCUMENTS

ACCOUNT NO.: ACCT #  
 OSHPD NO.: n/a  
 BUILDING: - BLDG. #XX  
 FLOOR/WING: FLOOR  
 PROJECT TITLE:

ARCH./ENGR. ENGR  
 UCDMC PROJECT MANAGER PM  
 DESIGNED BY DESIGN  
 DRAWN BY DRAW

FD&C JOB NO. JOB NO.  
 SCALE AS SHOWN  
 DATE -

SHEET NO. SHEET OF  
 X X


2 1/2"

2 1/2"

3 3/16"

CERTIFIED BUILDING OFFICIAL:

DESIGNATED CAMPUS FIRE MARSHALL:



DESIGN PROFESSIONALS OF RECORD:

**UC DAVIS HEALTH**  
 FACILITIES DESIGN & CONSTRUCTION  
 4800 3RD AVENUE SUITE 3010  
 SACRAMENTO, CALIFORNIA 95817  
 (916)734-7834

CONSULTANT LOGO:

REV	REVISION DESCRIPTION	DATE

100% CONSTRUCTION DOCUMENTS

ACCOUNT NO.: ACCT #  
 OSHPD NO.: n/a  
 BUILDING: - BLDG. #XX  
 FLOOR/WING: FLOOR  
 PROJECT TITLE:

ARCH./ENGR. ENGR  
 UCDMC PROJECT MANAGER PM  
 DESIGNED BY DESIGN  
 DRAWN BY DRAW

FD&C JOB NO. JOB NO.  
 SCALE AS SHOWN  
 DATE -

SHEET NO. SHEET OF  
 X X