

# [INSPEC Accessibility Group, LLC](#)

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## ACCESSIBILITY PLAN REVIEW AND INSPECTION - PROJECT SUBMITTAL FORM

Project Name: \_\_\_\_\_ EAB# \_\_\_\_\_ Project Location: \_\_\_\_\_

PLAN REVIEW AND INSPECTION SUBMITTAL FORM					
ESTIMATED CONSTRUCTION VALUE	PLAN REVIEW FEE	INSPECTION FEE	PLAN REVIEW SUBTOTAL	INSPECTION SUBTOTAL	TOTAL
0 to 500,000	400	450			
500,001 to 1,000,000	500	550			
1,000,001 to 5,000,000	600	650			
5,000,001 to 10,000,000	900	950			
10,000,001 to 15,000,000	1,200	1,250			
15,000,001 to 25,000,000	1,500	1,550			
over 25,000,000	negotiated	negotiated			
Texas Department of Licensing and Regulation Project Registration Filing Fee:					
Travel Fees (applicable if out of the D/FW area, call for price)					
<b>Plan Submittal Must be Accompanied by Payment In Full</b>					
<b>TOTAL :</b>					

### What to Submit:

- o Completed **Plan Review and Inspection - Project Submittal Form**
- o One complete set of **Construction Documents**, including all disciplines (Civil, Structural, Architectural, MEP and, if applicable, Landscaping, etc.) and specifications, **Signed and Sealed**.
- o Completed **Architectural Barriers Project Registration Form** (attached).
- o Completed and signed **Proof of Submission Form** (attached) to be filled out by the Design Professional sealing signing the drawings.
- o Completed and signed **Owner Agent Designation Form** if required.
- o **\*\*Completed and signed \*\*Request for Inspection Form.**
- o **Check or Money Order for the total fee payable to INSPEC Accessibility Group.**

Results of the Plan Review should normally be expected within **10 working days or less** of receipt of all items required above.

*\*\*In most cases, a blank copy of the Request for Inspection form will be sent to the Owner along with the results of the Plan Review of the project drawings.*

INSPEC Accessibility Group will contact the Owner or his designated agent to schedule the inspection within 30 days of Estimated Completion Date. We encourage inspections at substantial completion in order that any modifications which might be needed can be completed by the original contractor, hopefully minimizing the cost and inconvenience to the building owner. If Inspection Fees are not paid along with the Plan Review, the Owner must pay fees within 30 days of completion of construction. The Building Owner will be advised of the results of each plan review and inspection by a detailed written report. Inspection fees include travel only within the D/FW Metro. Normal and customary reimbursable expenses will apply outside the D/FW Metro area, including travel, and if necessary, overnight accommodations. Please call for prices.

The undersigned understands that the review of the contract documents and field inspection by Registered Accessibility Specialists employed by INSPEC Accessibility Group for the TDLR, Austin, Texas, is based on a best effort endeavor following instruction and certification by both ICBO and TDLR. Plan Review and Inspection in no way warrants complete compliance with the 2012 Texas Accessibility Standards. The business, the design professional and the client for whom the review or inspection is made agrees to hold harmless and indemnify the contract provider and the TDLR from and against any liability arising from the performance of the work.

Authorized Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_



# TEXAS DEPARTMENT OF LICENSING AND REGULATION

P.O. Box 12157, Austin, Texas 78711  
(512) 463-6599 • (800) 803-9202 • FAX (512) 475-2871  
customer.service@tdlr.texas.gov • www.tdlr.texas.gov

For Department Use Only
EABPRJ

### IMPORTANT INSTRUCTIONS - PLEASE READ BEFORE BEGINNING

This is only the REGISTRATION of the construction project. The building/facility owner is responsible for ensuring that the Project Registration Form, construction documents, and applicable fees are mailed, shipped, or hand delivered to TDLR or a Registered Accessibility Specialist (RAS) for the required review and inspection of the project. **Please print or type.**

## ARCHITECTURAL BARRIERS PROJECT REGISTRATION FORM

The required plan review will be performed by: (Check One) <input type="checkbox"/> TDLR <input type="checkbox"/> RAS (Name/Lic #):			
<b>PERSON REGISTERING PROJECT</b>			
1. Name			RAS # (if applicable)
2. Address		City	State
3. Phone ( ) ( )		**Email	
<b>PROJECT</b>			
4. Project Name			
5. Building or Facility Name			
6. Address		City	Zip
		State	County
<b>TENANT (if other than owner)</b>			
7. Tenant Contact Name			Phone ( ) ( )
<b>BUILDING OR FACILITY OWNER (person or entity that holds title to property)</b>			
8. Name			Phone ( ) ( )
9. Address		City	State
		Zip	
10. Owner Contact Name			
11. Address		City	State
		Zip	
12. Phone ( ) ( )		**Email	
<b>DESIGN FIRM</b>			
13. Name			Phone ( ) ( )
14. Address		City	State
		Zip	
15. Designer Name		**Email	
16. Type of License: (Check One) <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Interior Designer <input type="checkbox"/> Landscape Architect <input type="checkbox"/> Other (includes not licensed)			License Number (if applicable)
<b>PROJECT DESCRIPTION</b>			
17. Start Date (MM/YY):		18. Completion Date (MM/YY):	19. Estimated Cost \$
20. Type of Work: (Check One) <input type="checkbox"/> New Construction <input type="checkbox"/> Renovation/Alterations <input type="checkbox"/> Additions to Existing Building <input type="checkbox"/> Historic Preservation			
21. Type of Funds: (Check One) <input type="checkbox"/> Public Funds, public land, or is a state lease <input type="checkbox"/> Privately funded, on private land for private use Are the private funds provided by a tenant? <input type="checkbox"/> Yes <input type="checkbox"/> No			22. State Lease No. (if applicable)
23. Does this building(s) have more than one level?			(Check One) <input type="checkbox"/> Yes <input type="checkbox"/> No
24. Are there any elevators, escalators, or platform lifts in this building?			(Check One) <input type="checkbox"/> Yes <input type="checkbox"/> No
25. Does this building(s) have any boilers?			(Check One) <input type="checkbox"/> Yes <input type="checkbox"/> No
26. Scope of Work: _____			

- 1) to be informed about the information that the Dept. collects about the individual, upon their request and subject to a few exceptions;
- 2) to receive and review the information, under Sections 552.021 and 552.023 of the Texas Govt. Code; and
- 3) to have the Dept. correct information about the individual that is incorrect, under Section 559.004 of the Texas Govt. Code.



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PROOF OF SUBMISSION

Per the Texas Architectural Barriers Act, Texas Government Code, Chapter 469, Section 469.101 "All plans and specifications for the construction of or for the substantial renovation or modification of a building or facility must be submitted to the department for review and approval if: (1) the building or facility is subject to this chapter; and (2) the estimated construction cost is at least \$50,000."

The date that plans and specifications are issued shall be as defined in the following provisions of 16 Texas Administrative Code Texas Administrative Rule 68.10(12):

Issue - To mail, deliver, transmit, or otherwise release plans or specifications to an owner, lessee, contractor, subcontractor, or any other person acting for an owner or lessee for the purpose of construction, applying for a building permit, or obtaining regulatory approval after such plans have been sealed by an architect, interior designer, landscape architect, or engineer.

DESIGN PROFESSIONAL INFORMATION

PLEASE PRINT OR TYPE

Form with fields for 1. Last Name, First Name, Middle, 2. Architect/ Landscape Architect/ Interior Designer/ Engineer, 3. License #, 4. Address, Suite #, City, State, Zip, 5. Phone, 6. Fax, 7. \*\*Email

PROJECT INFORMATION

Form with fields for 8. Project Name, 9. EABPRJ#, 10. Project Address, Suite #, City, County, Zip, 11. I hereby notify the Texas Department of Licensing and Regulation of the described project and of my intent to perform, or cause to be performed, all services necessary to design said project...

TDLR USE ONLY

DO NOT WRITE BELOW THIS LINE

Large empty rectangular box for TDLR use only.

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