

AIA Contract Documents Synopses

A-Series: Owner/Contractor Agreements

A101–2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum

AIA Document A101™–2007 is a standard form of agreement between owner and contractor for use where the basis of payment is a stipulated sum (fixed price). A101 adopts by reference, and is designed for use with, AIA Document A201™–2007, General Conditions of the Contract for Construction. A101 is suitable for large or complex projects. For projects of a more limited scope, use of AIA Document A107™–2007, Agreement Between Owner and Contractor for a Project of Limited Scope, should be considered. For even smaller projects, consider AIA Document A105™–2007, Agreement Between Owner and Contractor for a Residential or Small Commercial Project. NOTE: A101–2007 replaces AIA Document A101™–1997 (expired May 31, 2009).

A102–2007 (formerly A111–1997), Standard Form of Agreement Between Owner and Contractor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

This standard form of agreement between owner and contractor is appropriate for use on large projects requiring a guaranteed maximum price, when the basis of payment to the contractor is the cost of the work plus a fee. AIA Document A102™–2007 is not intended for use in competitive bidding. AIA Document A102–2007 adopts by reference and is intended for use with AIA Document A201™–2007, General Conditions of the Contract for Construction. NOTE: A102–2007 replaces AIA Document A111™–1997 (expired May 31, 2009).

A103–2007 (formerly A114–2001), Standard Form of Agreement Between Owner and Contractor where the basis of payment is the Cost of the Work Plus a Fee without a Guaranteed Maximum Price

AIA Document A103™–2007 is appropriate for use on large projects when the basis of payment to the contractor is the cost of the work plus a fee, and the cost is not fully known at the commencement of construction. AIA Document A103–2007 is not intended for use in competitive bidding. A103–2007 adopts by reference, and is intended for use with, AIA Document A201™–2007, General Conditions of the Contract for Construction. NOTE: A103–2007 replaces AIA Document A114™–2001 (expired May 31, 2009).

A105–2007 (formerly A105–1993 and A205–1993), Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project

AIA Document A105™–2007 is a stand-alone agreement with its own general conditions; it replaces AIA Documents A105™–1993 and A205™–1993. AIA Document A105–2007 is for use on a project that is modest in size and brief in duration, and where payment to the contractor is based on a stipulated sum (fixed price). For larger and more complex projects, other AIA agreements are more suitable, such as AIA Document A107™–2007, Standard Form of Agreement Between Owner and Contractor for a Project of Limited Scope. AIA Documents

A105–2007 and B105™–2007, Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project, comprise the Small Projects family of documents. Although A105 and B105 share some similarities with other agreements, the Small Projects family should NOT be used in tandem with agreements in other document families without careful side-by-side comparison of contents. NOTE: AIA Documents A105–1993 and A205–1993 expired on May 31, 2009.

A107–2007, Standard Form of Agreement Between Owner and Contractor for a Project of Limited Scope

AIA Document A107™–2007 is a stand-alone agreement with its own internal general conditions and is intended for use on construction projects of limited scope. It is intended for use on medium-to-large sized projects where payment is based on either a stipulated sum or the cost of the work plus a fee, with or without a guaranteed maximum price. Parties using AIA Document A107–2007 will also use A107 Exhibit A, if using a cost-plus payment method. AIA Document B104™–2007, Standard Form of Agreement Between Owner and Architect for a Project of Limited Scope, coordinates with A107–2007 and incorporates it by reference.

For more complex projects, parties should consider using one of the following other owner/contractor agreements: AIA Document A101™–2007, A102™–2007 or A103™–2007. These agreements are written for a stipulated sum, cost of the work with a guaranteed maximum price, and cost of the work without a guaranteed maximum price, respectively. Each of them incorporates by reference AIA Document A201™–2007, General Conditions of the Contract for Construction. For single family residential projects, or smaller and less complex commercial projects, parties may wish to consider AIA Document A105™–2007, Agreement Between Owner and Contractor for a Residential or Small Commercial Project. NOTE: A107–2007 replaces AIA Document A107™–1997 (expired May 31, 2009).

A132–2009 (formerly A101CMA–1992), Standard Form of Agreement Between Owner and Contractor, Construction Manager as Adviser Edition

AIA Document A132™–2009 is a standard form of agreement between owner and contractor for use on projects where the basis of payment is either a stipulated sum (fixed price) or cost of the work plus a fee, with or without a guaranteed maximum price. In addition to the contractor and the architect, a construction manager assists the owner in an advisory capacity during design and construction.

The document has been prepared for use with AIA Documents A232™–2009, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition; B132™–2009, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition; and C132™–2009, Standard Form of Agreement Between Owner and Construction Manager as Adviser. This integrated set of documents is appropriate for use on projects where the construction manager only serves in the capacity of an adviser to the owner, rather than as constructor (the latter relationship being represented in AIA Documents A133™–2009 and A134™–2009). NOTE: A132–2009 replaces AIA Document A101™CMA–1992 (expired December 31, 2010).

A133–2009 (formerly A121CMc–2003), Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee with a Guaranteed Maximum Price

AIA Document A133™–2009 is intended for use on projects where a construction manager, in addition to serving as adviser to the owner, assumes financial responsibility for construction of the project. The construction manager provides the owner with a guaranteed maximum price proposal, which the owner may accept, reject, or negotiate. Upon the owner’s acceptance of the proposal by execution of an amendment, the construction manager becomes contractually bound to provide labor and materials for the project and to complete construction at or below the guaranteed maximum price. The document divides the construction manager’s services into two phases: the preconstruction phase and the construction phase, portions of which may proceed concurrently in order to fast track the process. AIA Document A133–2009 is coordinated for use with AIA Documents A201™–2007, General Conditions of the Contract for Construction, and B103™–2007, Standard Form of Agreement Between Owner and Architect for a Large or Complex Project. A133–2009 replaces AIA Document A121™CMc–2003 (expired May 31, 2010).

CAUTION: To avoid confusion and ambiguity, do not use this construction management document with any other AIA construction management document.

A134–2009 (formerly A131CMc–2003), Standard Form of Agreement Between Owner and Construction Manager as Constructor where the basis of payment is the Cost of the Work Plus a Fee without a Guarantee Maximum Price

Similar to AIA Document A133™–2009, AIA Document A134™–2009 is intended for use when the owner seeks a construction manager who will take on responsibility for providing the means and methods of construction. However, in AIA Document A134–2009 the construction manager does not provide a guaranteed maximum price (GMP). A134–2009 employs the cost-plus-a-fee method, wherein the owner can monitor cost through periodic review of a control estimate that is revised as the project proceeds.

The agreement divides the construction manager’s services into two phases: the preconstruction phase and the construction phase, portions of which may proceed concurrently in order to fast track the process. A134–2009 is coordinated for use with AIA Documents A201™–2007, General Conditions of the Contract for Construction, and B103™–2007, Standard Form of Agreement Between Owner and Architect for a Large or Complex Project. A134–2009 replaces AIA Document A131™CMc–2003 (expired May 31, 2010).

CAUTION: To avoid confusion and ambiguity, do not use this construction management document with any other AIA construction management document.

A141–2004, Agreement Between Owner and Design-Builder

AIA Document A141™–2004 replaces AIA Document A191™–1996 and consists of the agreement and three exhibits: Exhibit A, Terms and Conditions; Exhibit B, Determination of the Cost of the Work; and Exhibit C, Insurance and Bonds. Exhibit B is not applicable if the parties select to use a stipulated sum. AIA Document A141–2004 obligates the design-builder to execute fully the work required by the design-build documents, which include A141 with its attached

exhibits, the project criteria and the design-builder's proposal, including any revisions to those documents accepted by the owner, supplementary and other conditions, addenda and modifications. The Agreement requires the parties to select the payment type from three choices: (1) Stipulated Sum, (2) cost of the work plus design-builder's fee, and (3) cost of the work plus design-builder's fee with a guaranteed maximum price. A141–2004 with its attached exhibits forms the nucleus of the design-build contract. Because A141 includes its own terms and conditions, it does not use AIA Document A201™.

A142–2004, Agreement Between Design-Builder and Contractor

AIA Document A142™–2004 replaces AIA Document A491™–1996 and consists of the agreement and five exhibits: Exhibit A, Terms and Conditions; Exhibit B, Preconstruction Services; Exhibit C, Contractor's Scope of Work; Exhibit D, Determination of the Cost of the Work; and Exhibit E, Insurance and Bonds. Unlike AIA Document B491–1996, AIA Document A142–2004 does not rely on AIA Document A201™ for its general conditions of the contract. A142–2004 contains its own terms and conditions.

A142–2004 obligates the contractor to perform the work in accordance with the contract documents, which include A142 with its attached exhibits, supplementary and other conditions, drawings, specifications, addenda, and modifications. Like AIA Document A141™–2004, AIA Document A142–2004 requires the parties to select the payment type from three choices: (1) Stipulated Sum, (2) Cost of the Work Plus Design-Builder's Fee, and (3) Cost of the Work Plus Design-Builder's Fee with a Guaranteed Maximum Price.

A151–2007 (formerly A175ID–2003), Standard Form of Agreement Between Owner and Vendor for Furniture, Furnishings and Equipment where the basis of payment is a Stipulated Sum

AIA Document A151™–2007 is intended for use as the contract between owner and vendor for furniture, furnishings and equipment (FF&E) where the basis of payment is a stipulated sum (fixed price) agreed to at the time of contracting. AIA Document A151–2007 adopts by reference and is intended for use with AIA Document A251™–2007, General Conditions of the Contract for Furniture, Furnishings and Equipment. It may be used in any arrangement between the owner and the contractor where the cost of FF&E has been determined in advance, either through bidding or negotiation. NOTE: A151–2007 replaces AIA Document A175™ID–2003 (expired May 31, 2009).

A195–2008, Standard Form of Agreement Between Owner and Contractor for Integrated Project Delivery

AIA Document A195™–2008 is a standard form of agreement between owner and contractor for a project that utilizes integrated project delivery (IPD). AIA Document A195–2008 primarily provides only the business terms and conditions unique to the agreement between the owner and contractor, such as compensation details and licensing of instruments of service. A195 does not include the specific scope of the contractor's work; rather, it incorporates by reference AIA Document A295™–2008, General Conditions of the Contract for Integrated Project Delivery, which sets forth the contractor's duties and obligations for each of the six phases of the project, along with the duties and obligations of the owner and architect. Under A195–2008, the

contractor provides a guaranteed maximum price. For that purpose, the agreement includes a guaranteed maximum price amendment at Exhibit A.

A201–2007, General Conditions of the Contract for Construction

The general conditions are an integral part of the contract for construction for a large project and they are incorporated by reference into the owner/contractor agreement. They set forth the rights, responsibilities, and relationships of the owner, contractor, and architect. Though not a party to the contract for construction between owner and contractor, the architect participates in the preparation of the contract documents and performs construction phase duties and responsibilities described in detail in the general conditions. AIA Document A201™–2007 is adopted by reference in owner/architect, owner/contractor, and contractor/subcontractor agreements in the Conventional (A201) family of documents; thus, it is often called the “keystone” document. NOTE: A201–2007 replaces AIA Document A201™–1997 (expired May 31, 2009).

A232–2009 (formerly A201CMA–1992), General Conditions of the Contract for Construction, Construction Manager as Adviser Edition

AIA Document A232™–2009 sets forth the rights, responsibilities, and relationships of the owner, contractor, construction manager and architect. A232–2009 is adopted by reference in owner/architect, owner/contractor, and owner/construction manager agreements in the CMA family of documents. Under A232–2009, the construction manager serves as an independent adviser to the owner, who enters into a contract with a general contractor or multiple contracts with prime trade contractors. NOTE: A232–2009 replaces AIA Document A201™CMA–1992 (expired December 31, 2010).

CAUTION: Do not use A232–2009 in combination with agreements where the construction manager takes on the role of constructor, such as in AIA Document A133™–2009 or A134™–2009.

A251–2007 (formerly A275ID–2003), General Conditions of the Contract for Furniture, Furnishings and Equipment

AIA Document A251™–2007 provides general conditions for the AIA Document A151™–2007, Standard Form Agreement between Owner and Vendor for Furniture, Furnishings and Equipment where the basis of payment is a Stipulated Sum. AIA Document A251–2007 sets forth the duties of the owner, architect and vendor, just as AIA Document A201™–2007, General Conditions of the Contract for Construction, does for building construction projects. Because the Uniform Commercial Code (UCC) governs the sale of goods and has been adopted in nearly every jurisdiction, A251–2007 recognizes the commercial standards set forth in Article 2 of the UCC, and uses certain standard UCC terms and definitions. A251 was renumbered in 2007 and was modified, as applicable, to coordinate with AIA Document A201–2007. NOTE: A251–2007 replaces AIA Document A275™ID–2003 (expired May 31, 2009).

A295–2008, General Conditions of the Contract for Integrated Project Delivery

AIA Document A295™–2008, provides the terms and conditions for AIA Documents A195™–2008 Standard Form of Agreement Between Owner and Contractor for Integrated Project Delivery, and B195™–2008, Standard Form of Agreement Between Owner and Architect for

Integrated Project Delivery, both of which incorporate AIA Document A295–2008 by reference. Those agreements provide primarily only business terms and rely upon A295–2008 for the architect’s services, the contractor’s pre-construction services, and the conditions of construction. A295 not only establishes the duties of the owner, architect and contractor, but also sets forth in detail how they will work together through each phase of the project: conceptualization, criteria design, detailed design, implementation documents, construction, and closeout. A295 requires that the parties utilize building information modeling.

A305–1986, Contractor’s Qualification Statement

An owner preparing to request bids or to award a contract for a construction project often requires a means of verifying the background, references, and financial stability of any contractor being considered. These factors, along with the time frame for construction, are important for an owner to investigate. Using AIA Document A305™–1986, the contractor may provide a sworn, notarized statement and appropriate attachments to elaborate on important aspects of the contractor’s qualifications.

A310–2010, Bid Bond

AIA Document A310™–2010, a simple, one-page form, establishes the maximum penal amount that may be due to the owner if the selected bidder fails to execute the contract or fails to provide any required performance and payment bonds. NOTE: A310–2010 replaces AIA Document A310™–1970, which expires on December 31, 2011.

A312–2010, Performance Bond and Payment Bond

AIA Document A312™–2010 incorporates two bonds—one covering the contractor’s performance, and the other covering the contractor’s obligations to pay subcontractors and others for material and labor. In addition, AIA Document A312–2010 obligates the surety to act responsively to the owner’s requests for discussions aimed at anticipating or preventing a contractor’s default. NOTE: A312–2010 replaces AIA Document A312™–1984, which expires on December 31, 2011.

A401–2007, Standard Form of Agreement Between Contractor and Subcontractor

AIA Document A401™–2007 establishes the contractual relationship between the contractor and subcontractor. It sets forth the responsibilities of both parties and lists their respective obligations, which are written to parallel AIA Document A201™–2007, General Conditions of the Contract for Construction, which A401–2007 incorporates by reference. AIA Document A401–2007 may be modified for use as an agreement between the subcontractor and a sub-subcontractor, and must be modified if used where AIA Document A107™–2007 or A105™–2007 serves as the owner/contractor agreement. NOTE: A401–1997 replaces AIA Document A401™–1997 (expired May 31, 2009).

A441–2008, Standard Form of Agreement Between Contractor and Subcontractor for a Design-Build Project

AIA Document A441™–2008 is a fixed price agreement that establishes the contractual relationship between the contractor and subcontractor in a design-build project. AIA Document A441–2008 incorporates by reference the terms and conditions of AIA Document A142™–2004, Standard Form of Agreement Between Design-Builder and Contractor, and was written to ensure

consistency with the AIA 2004 Design-Build family of documents. Because subcontractors are often required to provide professional services on a design-build project, A441 provides for that possibility.

A503–2007 (formerly A511–1999), Guide for Supplementary Conditions

AIA Document A503TM–2007 is not an agreement, but is a guide containing model provisions for modifying and supplementing AIA Document A201TM–2007, General Conditions of the Contract for Construction. It provides model language with explanatory notes to assist users in adapting AIA Document A201–2007 to specific circumstances. A201–2007, as a standard form document, cannot cover all the particulars of a project. Thus, AIA Document A503–2007 is provided to assist A201–2007 users either in modifying it, or developing a separate supplementary conditions document to attach to it. NOTE: A503–2007 replaces AIA Document A511TM–1999 (expired May 31, 2009).

A533–2009 (formerly A511CMA–1993), Guide for Supplementary Conditions, Construction Manager as Adviser Edition

Similar to AIA Document A503TM–2007, AIA Document A533TM–2009 is a guide for amending or supplementing the general conditions document, AIA Document A232TM–2009. AIA Documents A533–2009 and A232–2009 should only be employed on projects where the construction manager is serving in the capacity of adviser to the owner and not in situations where the construction manager is also the constructor (CMc document-based relationships). Like A503–2007, this document contains suggested language for supplementary conditions, along with notes on appropriate usage. NOTE: A533–2009 replaces AIA Document A511TMCMA–1993 (expired December 31, 2010).

A701–1997, Instructions to Bidders

AIA Document A701TM–1997 is used when competitive bids are to be solicited for construction of the project. Coordinated with AIA Document A201TM, General Conditions of the Contract for Construction, and its related documents, AIA Document A701–1997 provides instructions on procedures, including bonding requirements, for bidders to follow in preparing and submitting their bids. Specific instructions or special requirements, such as the amount and type of bonding, are to be attached to, or inserted into, A701.

A751–2007 (formerly A775ID–2003), Invitation and Instructions for Quotation for Furniture, Furnishings and Equipment

AIA Document A751TM–2007 provides (1) the Invitation for Quotation for Furniture, Furnishings and Equipment (FF&E) and (2) Instructions for Quotation for Furniture, Furnishings and Equipment. These two documents define the owner's requirements for a vendor to provide a complete quotation for the work. The purchase of FF&E is governed by the Uniform Commercial Code (UCC), and AIA Document A751–2007 was developed to coordinate with the provisions of the UCC. NOTE: A751–2007 replaces AIA Document A775TMID–2003 (expired May 31, 2009).

B-Series: Owner/Architect Agreements

B101–2007 (formerly B151–1997), Standard Form of Agreement Between Owner and Architect

AIA Document B101™–2007 is a one-part standard form of agreement between owner and architect for building design and construction contract administration. AIA Document B101–2007 was developed to replace AIA Documents B141™–1997, Parts 1 and 2, and B151–1997, but it more closely follows the format of B151–1997. Services are divided traditionally into basic and additional services. Basic services are performed in five phases: schematic design, design development, construction documents, bidding or negotiation, and construction. This agreement may be used with a variety of compensation methods, including percentage of construction cost and stipulated sum. B101–2007 is intended to be used in conjunction with AIA Document A201™–2007, General Conditions of the Contract for Construction, which it incorporates by reference. NOTE: B101–2007 replaces AIA Document B151–1997 (expired May 31, 2009).

B102–2007 (formerly B141–1997 Part 1), Standard Form of Agreement Between Owner and Architect without a Predefined Scope of Architect’s Services

AIA Document B102™–2007 replaces and serves the same purpose as AIA Document B141™–1997 Part 1. AIA Document B102–2007 is a standard form of agreement between owner and architect that contains terms and conditions and compensation details. B102–2007 does not include a scope of architect’s services, which must be inserted in Article 1 or attached as an exhibit. The separation of the scope of services from the owner/architect agreement allows users the freedom to append alternative scopes of services. AIA standard form scopes of services documents that may be paired with B102–2007 include AIA Documents B203™–2007, Site Evaluation and Planning; B204™–2007, Value Analysis; B205™–2007, Historic Preservation; B206™–2007, Security Evaluation and Planning; B209™–2007, Construction Contract Administration; B210™–2007, Facility Support; B211™–2007, Commissioning; B214™–2007, LEED® Certification; B252™–2007, Architectural Interior Design; and B253™–2007, Furniture, Furnishings and Equipment Design. NOTE: B102–2007 replaces AIA Document B141–1997 (expired May 31, 2009).

B103–2007, Standard Form of Agreement Between Owner and Architect for a Large or Complex Project

AIA Document B103™–2007 is a standard form of agreement between owner and architect intended for use on large or complex projects. AIA Document B103–2007 was developed to replace AIA Documents B141™–1997, Parts 1 and 2, and B151™–2007 specifically with respect to large or complex projects. B103–2007 assumes that the owner will retain third parties to provide cost estimates and project schedules, and may implement fast-track, phased or accelerated scheduling. Services are divided along the traditional lines of basic and additional services. Basic services are based on five phases: schematic design, design development, construction documents, bidding or negotiation, and construction. The architect does not prepare cost estimates, but designs the project to meet the owner’s budget for the cost of the work at the conclusion of the design development phase services. This document may be used with a variety of compensation methods. B103–2007 is intended to be used in conjunction with AIA Document A201™–2007, General Conditions of the Contract for Construction, which it incorporates by reference.

B104–2007, Standard Form of Agreement Between Owner and Architect for a Project of Limited Scope

AIA Document B104™–2007 is a standard form of agreement between owner and architect intended for use on medium-sized projects. AIA Document B104–2007 is an abbreviated version of B101™–2007. AIA Document B104–2007 contains a compressed form of basic services with three phases: design development, Construction documents, and construction. This document may be used with a variety of compensation methods. B104–2007 is intended to be used in conjunction with AIA Document A107™–2007, Standard Form of Agreement Between Owner and Contractor for a Project of Limited Scope, which it incorporates by reference.

B105–2007 (formerly B155–1993), Standard Form of Agreement Between Owner and Architect for a Residential or Small Commercial Project

AIA Document B105™–2007 is a standard form of agreement between owner and architect intended for use on a residential or small commercial project that is modest in size and brief in duration. AIA Documents B105–2007 and A105™–2007, Standard Form of Agreement Between Owner and Contractor for a Residential or Small Commercial Project, comprise the Small Projects family of documents. B105–2007 is intended for use with A105–2007, which it incorporates by reference. B105 is extremely abbreviated and is formatted more informally than other AIA agreements. Although AIA Documents A105 and B105 share some similarities with other AIA agreements, the Small Projects family should NOT be used with other AIA document families without careful side-by-side comparison of contents. NOTE: B105–2007 replaces AIA Document B155™–1993 (expired May 31, 2009).

B106–2010, Standard Form of Agreement Between Owner and Architect for Pro Bono Services

AIA Document B106™–2010 is a new standard form of agreement between owner and architect for building design, construction contract administration, or other professional services provided on a pro bono basis. The architect's pro bono services are professional services for which the architect receives no financial compensation other than compensation for reimbursable expenses. A table format is provided which the parties use to designate the scope of the architect's pro bono services and the maximum number of hours to be provided by the architect for each designated pro bono service. If the architect is providing construction phase services, B106–2010 is intended to be used in conjunction with AIA Document A201™–2007, General Conditions of the Contract for Construction, which it incorporates by reference. NOTE: B106–2010 is not available in print, but is available in AIA Contract Documents software and free of charge on the [AIA Documents-on-Demand™](#) Web site.

B107–2010 (formerly B188–1996), Standard Form of Agreement Between Developer-Builder and Architect for Prototype(s) for Single Family Residential Project.

AIA Document B107™–2010 is a standard form of agreement between developer-builder and architect for design of one or more prototype(s) for a single family residential project. AIA Document B107–2010 is intended for use in situations where the architect will provide limited architectural services in connection with a single family residential project. Under B107–2010, the architect's services consist of development of Permit Set Documents and limited construction phase services for the first residence of each prototype design constructed by the developer-builder in the development. This document anticipates that the developer-builder will have

extensive control over the management of the project, acting in a capacity similar to that of a developer or speculative builder of a housing project, and that the developer-builder is an entity that has experience with applicable residential building codes, selection of materials and systems, and methods of installation and construction. NOTE: B107–2010 replaces AIA Document B188™–1996, which expires April 30, 2012.

B108–2009 (formerly B181–1994), Standard Form of Agreement Between Owner and Architect for a Federally Funded or Federally Insured Project

AIA Document B108™–2009 is a standard form of agreement between Owner and Architect for building design and construction contract administration that is intended for use on federally funded or federally insured projects. AIA Document B108–2009 was developed with the assistance of several federal agencies and contains terms and conditions that are unique to federally funded or federally insured projects. B108 sets forth five traditional phases of basic services: schematic design, design development, construction documents, bidding or negotiation, and construction. Two other types of services are delineated in the document: optional services and additional services. B108 is structured so that either the owner or the architect may be the entity providing cost estimates. NOTE: B108–2009 replaces AIA Document B181™–1994, which expires on May 31, 2011.

B109–2010, Standard Form of Agreement Between Owner and Architect for a Multi-Family Residential or Mixed Use Residential Project

AIA Document B109™–2010 is a standard form of agreement between owner and architect for building design and construction contract administration for a multi-family residential or mixed use residential project. B109–2010 contains terms and conditions that are unique to these types of projects. B109–2010 is based on AIA Document B103™–2007, Standard Form of Agreement Between Owner and Architect for a Large or Complex Project. AIA Document B109–2010 uses the traditional division of services into Basic and Additional Services but adds a new Pre-Design Services article that includes items such as assessment of project feasibility, layout, and regulatory requirements.

B109–2010 is not intended for use on residential projects that will include a residential condominium unless specifically set forth in the initial information. If B109–2010 is used for residential condominium projects, users should review and consider modifying B109–2010. AIA Document B509™–2010, Guide for Supplementary Conditions to AIA Document B109™–2010, includes a discussion of potential risks that may be inherent in residential condominium construction and offers model language for inclusion in B109–2010 to better allocate these risks.

B132–2009 (formerly B141CMa–1992), Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition

AIA Document B132™–2009 is a standard form of agreement between owner and architect for use on building projects where construction management services are to be provided under a separate contract with the owner. It is coordinated with AIA Document C132™–2009, an owner/construction manager as adviser agreement, where the construction manager is an independent adviser to the owner throughout the course of the project. Both AIA Documents B132–2009 and C132–2009 are based on the premise that one or more separate construction contractors will also contract with the owner. The owner/contractor agreement is jointly

administered by the architect and the construction manager under AIA Document A232™–2009, General Conditions of the Contract for Construction, Construction Manager as Adviser Edition. NOTE: B132–2009 replaces AIA Document B141™CMA–1992 (expired December 31, 2010).

B142–2004, Agreement Between Owner and Consultant where the Owner contemplates using the design-build method of project delivery

AIA Document B142™–2004 provides a standard form for the upfront services an owner may require when considering design-build delivery. The consultant, who may or may not be an architect or other design professional, may perform a wide ranging array of services for the owner, including programming and planning, budgeting and cost estimating, project criteria development services, and many others, commencing with initial data gathering and continuing through to post occupancy. AIA Document B142–2004 consists of the agreement portion and two exhibits, Exhibit A, Initial Information, and Exhibit B, Standard Form of Consultant’s Services. Exhibit B provides a menu of briefly described services that the parties can select and augment to suit the needs of the project.

B143–2004, Standard Form of Agreement Between Design-Builder and Architect

AIA Document B143™–2004 replaces AIA Document B901™–1996 and establishes the contractual relationship between the design-builder and its architect. AIA Document B143–2004 consists of the Agreement, Exhibit A, Initial Information, and Exhibit B, Standard Form of Architect’s Services. Exhibit B provides a menu of briefly described services that the parties can select and augment to suit the needs of the project.

B144™ARCH-CM–1993, Standard Form of Amendment to the Agreement Between Owner and Architect where the Architect provides Construction Management Services as an adviser to the Owner

AIA Document B144™ARCH-CM–1993 is an amendment to AIA Document B141™–1997 for use in circumstances where the architect, already under contract to perform architectural services for the owner, agrees to provide the owner with a package of construction management services to expand upon, blend with, and supplement the architect’s design and construction contract administration services described in AIA Document B141–1997.

B152–2007 (formerly B171ID–2003), Standard Form of Agreement Between Owner and Architect for Architectural Interior Design Services

AIA Document B152™–2007 is a standard form of agreement between the owner and architect for design services related to furniture, furnishings and equipment (FF&E) as well as to architectural interior design. AIA Document B152–2007 divides the architect’s services into eight phases: programming, pre-lease analysis and feasibility, schematic design, design development, contract documents, bidding and quotation, construction contract administration, and FF&E contract administration. B152 was renumbered in 2007 and modified to align, as applicable, with AIA Documents B101™–2007 and A201™–2007. AIA Document B152–2007 is intended for use with AIA Documents A251™–2007, General Conditions of the Contract for Furniture, Furnishings and Equipment, and A201™–2007, General Conditions of the Contract for Construction, both of which it incorporates by reference. NOTE: B152–2007 replaces AIA Document B171™ID–2003 (expired May 31, 2009).

B153–2007 (formerly B175ID–2003), Standard Form of Agreement Between Owner and Architect for Furniture, Furnishings and Equipment Design Services

AIA Document B153™–2007 is a standard form of agreement between the owner and architect for design services related solely to furniture, furnishings and equipment (FF&E). AIA Document B153–2007 divides the architect’s services into six phases: programming, schematic design, design development, contract documents, quotation, and FF&E contract administration. B153 was renumbered in 2007 and modified to align, as applicable, with AIA Documents B101™–2007. AIA Document B153–2007 is intended for use with AIA Document A251™–2007, General Conditions of the Contract for Furniture, Furnishings and Equipment, which it incorporates by reference. NOTE: B153–2007 replaces AIA Document B175™ID–2003 (expired May 31, 2009).

B161–2002 (formerly B611INT–2002), Standard Form of Agreement Between Client and Consultant for use where the Project is located outside the United States

AIA Document B161™–2002 is designed to assist U.S. architects involved in projects based in foreign countries, where the U.S. architect is hired on a consulting basis for design services and the owner will retain a local architect in the foreign country. The document is intended to clarify the assumptions, roles, responsibilities, and obligations of the parties; to provide a clear, narrative description of services; and to facilitate, strengthen, and maintain the working and contractual relationship between the parties. Because of foreign practices, the term “owner” has been replaced with “client” throughout the document. Also, since it is assumed that the U.S. architect is not licensed to practice architecture in the foreign country where the project is located, the term “consultant” is used throughout the document to refer to the U.S. architect. NOTE: B161 was renumbered in 2007, but its content remains the same as in AIA Document B611™INT–2002 (expired May 31, 2009).

B162–2002 (formerly B621INT–2002), Abbreviated Standard Form of Agreement Between Client and Consultant for use where the Project is located outside the United States

AIA Document B162™–2002 is an abbreviated version of AIA Document B161™–2002, Standard Form of Agreement between Client and Consultant. The document is designed to assist U.S. architects involved in projects based in foreign countries where the U.S. architect is hired on a consulting basis for design services and a local architect will be retained. The document is intended to clarify the assumptions, roles, responsibilities, and obligations of the parties; to provide a clear, narrative description of services; and to facilitate, strengthen, and maintain the working and contractual relationship between the parties. Because of foreign practices, the term “owner” has been replaced with “client” throughout the document. Also, since it is assumed that the U.S. architect is not licensed to practice architecture in the foreign country where the project is located, the term “consultant” is used throughout the document to refer to the U.S. architect. NOTE: B162 was only renumbered in 2007, but its content remains the same as in AIA Document B621™INT–2002 (expired May 31, 2009).

B181–1994 (see **B108–2009**). AIA Document B181™–1994 expires on May 31, 2011, and is replaced by AIA Document B108™–2009.

B188–1996, Standard Form of Agreement Between Owner and Architect for Limited Architectural Services for Housing Projects. AIA Document B188™–1996 expires on April 30, 2012, and is replaced by AIA Document B107™–2010.

B195–2008, Standard Form of Agreement Between Owner and Architect for Integrated Project Delivery

AIA Document B195™–2008 is a standard form of agreement between owner and architect for a project that utilizes integrated project delivery (IPD). AIA Document B195–2008 primarily provides only the business terms unique to the agreement between the owner and architect, such as compensation details and licensing of instruments of service. B195 does not include the specific scope of the architect’s services; rather, it incorporates by reference AIA Document A295™–2008, General Conditions of the Contract for Integrated Project Delivery, which sets forth the architect’s duties and scope of services for each of the six phases of the project, along with the duties and obligations of the owner and contractor.

B201–2007 (formerly B141–1997 Part 2), Standard Form of Architect’s Services: Design and Construction Contract Administration

AIA Document B201™–2007 replaces AIA Document B141™–1997 Part 2. AIA Document B201–2007 defines the architect’s traditional scope of services for design and construction contract administration in a standard form that the owner and architect can modify to suit the needs of the project. The services set forth in B201–2007 parallel those set forth in AIA Document B101™–2007: the traditional division of services into basic and additional services, with five phases of basic services. B201–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B201–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. NOTE: B201–2007 replaces AIA Document B141–1997 (expired May 31, 2009).

B202–2009, Standard Form of Architect’s Services: Programming

AIA Document B202™–2009 establishes duties and responsibilities where the architect provides the owner with programming services. The architect’s programming services are set forth in a series of iterative steps, from a broad identification of priorities, values and goals of the programming participants to working with the owner to confirm the owner’s objectives for the project. The programming services also include information gathering to develop performance and design criteria, and developing a final program of project requirements. AIA Document B202–2009 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B202–2009 is a scope of services document only and may not be used as a stand-alone owner/architect agreement.

B203–2007, Standard Form of Architect’s Services: Site Evaluation and Planning

AIA Document B203™–2007 is intended for use where the architect provides the owner with services to assist in site selection for a project. Under this scope, the architect’s services may

include analysis of the owner's program and alternative sites, site utilization studies, and other analysis, such as planning and zoning requirements, site context, historic resources, utilities, environmental impact, and parking and circulation. AIA Document B203–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B203–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B203 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B203–2007 replaces AIA Document B203™–2005 (expired May 31, 2009).

B204–2007, Standard Form of Architect's Services: Value Analysis, for use where the Owner employs a Value Analysis Consultant

AIA Document B204™–2007 establishes duties and responsibilities when the owner has employed a Value Analysis Consultant. This document provides the architect's services in three categories: pre-workshop, workshop and post-workshop. The services include presenting the project's goals and design rationale at the value analysis workshop, reviewing and evaluating each value analysis proposal, and preparing a value analysis report for the owner that, among other things, advises the owner of the estimate of the cost of the work resulting from the implementation of the accepted value analysis proposals. AIA Document B204–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B204–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B204 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B204–2007 replaces AIA Document B204™–2004 (expired on May 31, 2009).

B205–2007, Standard Form of Architect's Services: Historic Preservation

AIA Document B205™–2007 establishes duties and responsibilities where the architect provides services for projects that are historically sensitive. The range of services the architect provides under this scope spans the life of the project and may require the architect to be responsible for preliminary surveys, applications for tax incentives, nominations for landmark status, analysis of historic finishes, and other services specific to historic preservation projects. AIA Document B205–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B205–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B205 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B205–2007 replaces AIA Document B205™–2004 (expired May 31, 2009).

B206–2007, Standard Form of Architect's Services: Security Evaluation and Planning

AIA Document B206™–2007 establishes duties and responsibilities where the architect provides services for projects that require greater security features and protection than would normally be incorporated into a building design. This scope requires the architect to identify and analyze the

threats to a facility, survey the facility with respect to those threats, and prepare a risk assessment report. Following the owner's approval of the report, the architect prepares design documents and a security report. AIA Document B206–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B206–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B206 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B206–2007 replaces AIA Document B206™–2004 (expired May 31, 2009).

B207–2008 (formerly B352–2000), Standard Form of Architect's Services: On-Site Project Representation

AIA Document B207™–2008 establishes the architect's scope of services when the architect provides an on-site project representative during the construction phase. B207–2008 provides for agreement on the number of architect's representatives to be stationed at the project site, a schedule for the on-site representation, and the services that the on-site representative will perform. The on-site representative's services include attending job-site meetings, monitoring the contractor's construction schedule, observing systems and equipment testing, preparing a log of activities at the site, and maintaining on-site records. The owner will provide an on-site office for the architect's on-site representative. AIA Document B207–2008 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. NOTE: B207–2008 replaces AIA Document B352™–2000 (expired May 31, 2010).

B209–2007, Standard Form of Architect's Services: Construction Contract Administration, for use where the Owner has retained another Architect for Design Services

AIA Document B209™–2007 establishes duties and responsibilities when an architect provides only construction phase services and the owner has retained another architect for design services. This scope requires the architect to perform the traditional contract administration services while design services are provided by another architect. B209–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. AIA Document B209–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B209 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B209–2007 replaces AIA Document B209™–2005 (expired May 31, 2009).

B210–2007, Standard Form of Architect's Services: Facility Support

AIA Document B210™–2007 focuses attention on providing the owner with means and measures to ensure the proper function and maintenance of the building and site after final completion. This scope provides a menu of choices of services, including initial existing condition surveys of the building and its systems, evaluation of operating costs, and code compliance reviews. AIA Document B210–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect's sole scope of services or in conjunction with other scopes of services documents, or (2) attached to AIA Document G802™–2007,

Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B210–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B210 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B210–2007 replaces AIA Document B210™–2004 (expired May 31, 2009).

B211–2007, Standard Form of Architect’s Services: Commissioning

AIA Document B211™–2007 requires that the architect, based on the owner’s identification of systems to be commissioned, develop a commissioning plan, a design intent document, and commissioning specifications. It also requires that the architect review the contractor’s submittals and other documentation related to the systems to be commissioned, observe and document performance tests, train operators, and prepare a final commissioning report. AIA Document B211–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B211–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B211 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B211–2007 replaces AIA Document B211™–2004 (expired May 31, 2009).

B212–2010, Standard Form of Architect’s Services: Regional or Urban Planning

AIA Document B212™–2010 establishes duties and responsibilities where the architect provides the owner with regional or urban planning services. This scope provides a menu of choices of regional or urban planning services, grouped under four phases: Inventory and Data Gathering; Analysis and Judgment; Preparation of Design Alternatives; and Finalization of Preferred Plan.

AIA Document B212–2010 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B212–2010 is a scope of services document only and may not be used as a stand-alone owner/architect agreement.

B214–2007, Standard Form of Architect’s Services: LEED® Certification

AIA Document B214™–2007 establishes duties and responsibilities when the owner seeks certification from the U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEED®). Among other things, the architect’s services include conducting a pre-design workshop where the LEED rating system will be reviewed and LEED points will be targeted, preparing a LEED certification plan, monitoring the LEED certification process, providing LEED specifications for inclusion in the contract documents and preparing a LEED certification report detailing the LEED rating the project achieved. AIA Document B214–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B214–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B214 was

revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B214–2007 replaces AIA Document B214™–2004 (expired May 31, 2009).

B252–2007, Standard Form of Architect’s Services: Architectural Interior Design

AIA Document B252™–2007 establishes duties and responsibilities where the architect provides both architectural interior design services and design services for furniture, furnishings and equipment (FF&E). The scope of services in AIA Document B252–2007 is substantially similar to the services described in AIA Document B152™–2007. Unlike AIA Document B152™–2007, AIA Document B252–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B252–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B252 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B252–2007 replaces AIA Document B252™–2005 (expired May 31, 2009).

B253–2007, Standard Form of Architect’s Services: Furniture, Furnishings and Equipment Design

AIA Document B253™–2007 establishes duties and responsibilities where the architect provides design services for furniture, furnishings and equipment (FF&E). The scope of services in AIA Document B253–2007 is substantially similar to the services described in AIA Document B153™–2007. Unlike AIA Document B153™–2007, AIA Document B253–2007 is a scope of services document only and may not be used as a stand-alone owner/architect agreement. B253–2007 may be used in two ways: (1) incorporated into the owner/architect agreement as the architect’s sole scope of services or in conjunction with other scope of services documents, or (2) attached to AIA Document G802™–2007, Amendment to the Professional Services Agreement, to create a modification to an existing owner/architect agreement. B253 was revised in 2007 to align, as applicable, with AIA Document B101™–2007. NOTE: B253–2007 replaces AIA Document B253™–2005 (expired May 31, 2009).

B305–1993 (formerly B431–1993), Architect’s Qualification Statement

AIA Document B305™–1993 is a standardized outline form on which the architect may enter information that a client may wish to review before selecting the architect. The owner may use AIA Document B305–1993 as part of a request for proposal or as a final check on the architect’s credentials. Under some circumstances, B305–1993 may be attached to the owner/architect agreement to show—for example, the team of professionals and consultants expected to be employed on the project. NOTE: B305–1993 was renumbered in 2007, but its content remains the same as in AIA Document B431™–1993 (expired May 31, 2009).

B503–2007 (formerly B511–2001), Guide for Amendments to AIA Owner-Architect Agreements

AIA Document B503™–2007 is not an agreement, but a guide containing model provisions for amending owner/architect agreements. Some provisions, such as a limitation of liability clause, further define or limit the scope of services and responsibilities. Other provisions introduce a different approach to a project, such as fast-track construction. In all cases, these provisions are provided because they deal with circumstances that are not typically included in other AIA

standard form owner/architect agreements. NOTE B503–2007 replaces AIA Document B511™–2001 (expired May 31, 2009).

B509–2010, Guide for Supplementary Conditions to AIA Document B109–2010 for use on Condominium Projects

AIA Document B109™–2010 is not an agreement, but a guide containing model provisions for modifying and supplementing AIA Document B109–2010, Standard Form of Agreement between Owner and Architect for a Multi-Family Residential or Mixed Use Residential Project. It provides model language with explanatory notes to assist users in adapting AIA Document B109–2010 for use on condominium projects. B109–2010, as a standard form document, cannot address all of the unique risks of condominium construction. Thus, AIA Document B509–2010 is provided to assist B109–2010 users either in modifying it, or developing a separate supplementary conditions document to attach to it.

B727–1988, Standard Form of Agreement Between Owner and Architect for Special Services

AIA Document B727™–1988 provides only the terms and conditions of the agreement between the owner and architect—the description of services is left entirely to the parties, and must be inserted in the agreement or attached in an exhibit. Otherwise, the terms and conditions are similar to those found in AIA Document B151™–1997. AIA Document B727–1988 is often used for planning, feasibility studies, and other services that do not follow the phasing sequence of services set forth in B151–1997 and other AIA documents. If construction administration services are to be provided using B727–1988, which is not recommended, care must be taken to coordinate it with the appropriate general conditions of the contract for construction. NOTE: AIA Document B727–1988 expires on April 30, 2012 (discontinued).

C-Series: Other Agreements

C101–1993 (formerly C801–1993), Joint Venture Agreement for Professional Services

AIA Document C101™–1993 is intended for use by two or more parties to provide for their mutual rights and obligations in forming a joint venture. It is intended that the joint venture, once established, will enter into an agreement with the owner to provide professional services. The parties may be all architects, all engineers, a combination of architects and engineers, or another combination of professionals. The document provides a choice between two methods of joint venture operation. The “division of compensation” method assumes that services provided and the compensation received will be divided among the parties in the proportions agreed to at the outset of the project. Each party’s profitability is then dependent on individual performance of pre-assigned tasks and is not directly tied to that of the other parties. The “division of profit and loss” method is based on each party performing work and billing the joint venture at cost plus a nominal amount for overhead. The ultimate profit or loss of the joint venture is divided between or among the parties at completion of the project, based on their respective interests. NOTE: AIA Document C101–1993 was renumbered in 2007, but its content remains the same as in AIA Document C801™–1993, which expired on May 31, 2009.

C105–2005. AIA Document C105™–2005, Standard Form of Agreement Between Architect and Consulting Architect, was discontinued on May 31, 2009.

C106–2007, Digital Data Licensing Agreement

AIA Document C106™–2007 serves as a licensing agreement between two parties who otherwise have no existing licensing agreement for the use and transmission of digital data, including instruments of service. AIA Document C106–2007 defines digital data as information, communications, drawings, or designs created or stored for a specific project in digital form. AIA C106 allows one party to (1) grant another party a limited non-exclusive license to use digital data on a specific project, (2) set forth procedures for transmitting the digital data, and (3) place restrictions on the license granted. In addition, C106 allows the party transmitting digital data to collect a licensing fee for the recipient’s use of the digital data.

C132–2009 (formerly B801CMA–1992), Standard Form of Agreement Between Owner and Construction Manager as Adviser

AIA Document C132™–2009 provides the agreement between the owner and the construction manager, a single entity who is separate and independent from the architect and the contractor, and who acts solely as an adviser (CMA) to the owner throughout the course of the project. AIA Document C132–2009 is coordinated for use with AIA Document B132™–2009, Standard Form of Agreement Between Owner and Architect, Construction Manager as Adviser Edition.

Both C132–2009 and B132–2009 are based on the premise that there will be a separate construction contractor or multiple prime contractors whose contract(s) with the owner will be jointly administered by the architect and the construction manager under AIA Document A232™–2009. AIA Document C132–2009 is not coordinated with, and should not be used with, documents where the construction manager acts as the constructor for the project, such as in AIA Document A133™–2009 or A134™–2009. NOTE: C132–2009 replaces AIA Document B801™CMA–1992, which expires on December 31, 2010.

C141–1997 (see **C401–2007**). AIA Document C141™–1997 expired on May 31, 2009, and was replaced by AIA Document C401™–2007.

C142™–1997. AIA Document C142™–1997, Abbreviated Standard Form of Agreement Between Architect and Consultant, was discontinued on May 31, 2009.

C191–2009, Standard Form Multi-Party Agreement for Integrated Project Delivery

AIA Document C191™–2009 is a standard form multi-party agreement through which the owner, architect, contractor, and perhaps other key project participants execute a single agreement for the design, construction and commissioning of a Project. AIA Document C191–2008 provides the framework for a collaborative environment in which the parties operate in furtherance of cost and performance goals that the parties jointly establish. The non-owner parties are compensated on a cost-of-the-work basis. The compensation model is also goal-oriented, and provides incentives for collaboration in design and construction of the project. Primary management of the project is the responsibility of the Project Management Team, comprised of one representative from each of the parties. The Project Executive Team, also comprised of one representative from each of the parties, provides a second level of project

oversight and issue resolution. The conflict resolution process is intended to foster quick and effective resolution of problems as they arise. This collaborative process has the potential to result in a high quality project for the owner, and substantial monetary and intangible rewards for the other parties.

C195–2008, Standard Form Single Purpose Entity Agreement for Integrated Project Delivery

AIA Document C195™–2008 is a standard form single purpose entity (SPE) agreement through which the owner, architect, construction manager, and perhaps other key project participants, each become members of a limited liability company. The sole purpose of the company is to design and construct a project utilizing the principles of integrated project delivery (IPD) established in [Integrated Project Delivery: A Guide](#). AIA Document C195–2008 provides the framework for a collaborative environment in which the company operates in furtherance of cost and performance goals that the members jointly establish. To obtain project funding, the company enters into a separate agreement with the owner. To design and construct the project, the company enters into separate agreements with the architect, construction manager, other non-owner members, and with non-member consultants and contractors. The compensation model in the non-owner member agreements is goal-oriented and provides incentives for collaboration in design and construction of the project, and for the quick and effective resolution of problems as they arise. This highly collaborative process has the potential to result in a high quality project for the owner, and substantial monetary and intangible rewards for the other members.

C196–2008, Standard Form of Agreement Between Single Purpose Entity and Owner for Integrated Project Delivery

AIA Document C196™–2008 is a standard form of agreement between a single purpose entity (“the SPE”) and a project owner, called the owner member. AIA Document C196–2008 is intended for use on a project where the project participants have formed the SPE utilizing AIA Document C195™–2008, Standard Form Single Purpose Entity Agreement for Integrated Project Delivery. AIA Document is coordinated with AIA Document C195–2008 in order to implement the principles of integrated project delivery, including the accomplishment of mutually-agreed goals. C196 provides the terms under which the owner member will fund the SPE in exchange for the design and construction of the project. The SPE provides for the design and construction of the project through separate agreements with other members, including an architect and construction manager, utilizing AIA Document C197™–2008, Standard Form of Agreement Between Single Purpose Entity and Non-Owner Member for Integrated Project Delivery. The SPE may also enter into agreements with non-member design consultants, specialty trade contractors, vendors and suppliers.

C197–2008, Standard Form of Agreement Between Single Purpose Entity and Non-Owner Member for Integrated Project Delivery

AIA Document C197™–2008 is a standard form of agreement between a single purpose entity (“the SPE”) and members of the SPE that do not own the project, called non-owner members. AIA Document C197–2008 is intended for use on a project where the parties have formed the SPE utilizing AIA Document C195™–2008, Standard Form Single Purpose Entity Agreement for Integrated Project Delivery. C197–2008 is coordinated with C195–2008 in order to implement the principles of integrated project delivery, including the accomplishment of

mutually-agreed goals. All members of the SPE, other than the project owner, will execute C197–2008.

AIA Document C197–2008 provides the terms under which the non-owner members provide services to the SPE to complete the design and construction of the project. The specific services the non-owner members are required to perform are set forth in the Integrated Scope of Services Matrix, which is part of the C195–2008 Target Cost Amendment and is incorporated into the executed C197–2008. In exchange for the non-owner members' services, the non-owner members are paid the direct and indirect costs they incur in providing services. Additionally, C197 allows for the non-owner members to receive profit through incentive compensation and goal achievement compensation.

C198–2010, Standard Form of Agreement Between Single Purpose Entity and Consultant for Integrated Project Delivery

AIA Document C198TM–2010 is a standard form of agreement between a single purpose entity (“the SPE”) and a consultant. AIA Document C198–2010 is intended for use on a project where the parties have formed the SPE utilizing AIA Document C195TM–2008, Standard Form Single Purpose Entity Agreement for Integrated Project Delivery. C198–2010 is coordinated with C195–2008 in order to implement the principles of integrated project delivery. The specific services the consultant is required to perform are set forth within the document as well as the Integrated Scope of Services Matrix, which is part of the C195–2008 Target Cost Amendment. In addition to traditional compensation for services, C198–2010 allows for the consultant to receive additional profit through incentive compensation and goal achievement compensation.

C199–2010, Standard Form of Agreement Between Single Purpose Entity and Contractor for Integrated Project Delivery

AIA Document C199TM–2010 is a standard form of agreement between a single purpose entity (“the SPE”) and a contractor. AIA Document C199–2010 is intended for use on a project where the parties have formed the SPE utilizing AIA Document C195TM–2008, Standard Form Single Purpose Entity Agreement for Integrated Project Delivery. C199–2010 is intended to be a flexible document. C199 can be used for a contractor that only provides construction services, or it can also be used for a contractor that will provide both pre-construction and construction services. C199 is not intended for use in competitive bidding and relies upon an agreed to contract sum, which can be either a stipulated sum (fixed price) or cost of the work plus a fee, with a guaranteed maximum price. In addition to compensation for the contract sum, C199 allows for the contractor to receive additional profit through incentive compensation and goal achievement compensation.

C401–2007 (formerly C141–1997), Standard Form of Agreement Between Architect and Consultant

AIA Document C401TM–2007 is a standard form of agreement between the architect and the consultant providing services to the architect. AIA Document C401–2007 is suitable for use with all types of consultants, including consulting architects. This document may be used with a variety of compensation methods. C401–2007 assumes and incorporates by reference a preexisting owner/architect agreement known as the “prime agreement.” AIA Documents B101TM–2007, B103TM–2007, B104TM–2007, B105TM–2007 and B152TM–2007 are the

documents most frequently used to establish the prime agreement. C401–2007 was modified in 2007 to be shorter and more flexible by “flowing down” the provisions of the prime agreement, except as specifically stated in C401. NOTE: C401–2007 replaces AIA Document C141™–1997, which expired on May 31, 2009.

C441–2008, Standard Form of Agreement Between Architect and Consultant for a Design-Build Project

AIA Document C441™–2008 establishes the contractual relationship between the architect and a consultant providing services to the architect on a design-build project. AIA Document C441–2008 is suitable for use with all types of consultants, including consulting architects and may be used with a variety of compensation methods. C441 assumes and incorporates by reference a preexisting prime agreement between design-builder and architect. C441–2008 was written to ensure consistency with AIA Document B143™–2004, Standard Form of Agreement Between Design-Builder and Architect, and with other documents in the AIA 2004 Design-Build family of documents.

C727–1992, Standard Form of Agreement Between Architect and Consultant for Special Services

AIA Document C727™–1992 provides only the terms and conditions of the agreement between the architect and the consultant—the description of services is left entirely to the parties, and must be inserted in the agreement or attached in an exhibit. It is often used for planning, feasibility studies, post-occupancy studies, and other services that require specialized descriptions.

C801–1993 (see **C101–1993**). AIA Document C801™–1993 expired on May 31, 2009, and was replaced by AIA Document C101™–1993.

D-Series: Miscellaneous Documents

D101–1995, The Architectural Area and Volume of Buildings, 1995 Edition

This document establishes definitions for methods of calculating the architectural area and volume of buildings. AIA Document D101™–1995 also covers interstitial space and office, retail, and residential areas.

D200–1995, Project Checklist

The project checklist is a convenient listing of tasks a practitioner may perform on a given project. This checklist will assist the architect in recognizing required tasks and in locating the data necessary to fulfill assigned responsibilities. By providing space for notes on actions taken, assignment of tasks, and time frames for completion, AIA Document D200™–1995 may also serve as a permanent record of the owner’s, contractor’s and architect’s actions and decisions.

D503–2011, Guide for Sustainable Projects, including Agreement Amendments and Supplementary Conditions

AIA Document D503TM–2011 is not an agreement, but is a guide that discusses the roles and responsibilities faced by Owners, Architects and Contractors on sustainable design and construction projects. D503 also contains model provisions for modifying or supplementing the following AIA Contract Documents: A201TM–2007, General Conditions of the Contract for Construction; A101TM–2007, Standard Form of Agreement Between Owner and Contractor where the basis of payment is a Stipulated Sum; and B101TM–2007, Standard Form of Agreement Between Owner and Architect. D503 provides model language with explanatory notes to assist users in adapting those documents for use on a sustainable project. A201–2007, A101–2007 and B101–2007, as standard form documents, cannot address all of the unique requirements and risks of sustainable design and construction. Thus, AIA Document D503–2011 is provided to assist users either in modifying those documents, or developing separate supplementary conditions documents to attach to them.

E-Series: Exhibits

E201–2007, Digital Data Protocol Exhibit

AIA Document E201TM–2007 is not a stand-alone document, but must be attached as an exhibit to an existing agreement, such as the AIA Document B101TM–2007, Standard Form of Agreement Between Owner and Architect, or A101TM–2007, Agreement Between Owner and Contractor. Its purpose is to establish the procedures the parties agree to follow with respect to the transmission or exchange of digital data, including instruments of service. AIA Document E201–2007 defines digital data as information, communications, drawings, or designs created or stored for a specific project in digital form. E201 does not create a separate license to use digital data, because AIA documents for design or construction, to which E201 would be attached, already include those provisions. Parties not covered under such agreements should consider executing AIA Document C106TM–2007, Digital Data Licensing Agreement.

E202–2008, Building Information Modeling Protocol Exhibit

AIA Document E202TM–2008 is a practical tool for managing the use of building information modeling (BIM) across a project. It establishes the requirements for model content at five progressive levels of development, and the authorized uses of the model content at each level of development. Through a table the parties complete for each project, AIA Document E202–2008 assigns authorship of each model element by project phase. E202 defines the extent to which model users may rely on model content, clarifies model ownership, sets forth BIM standards and file formats, and provides the scope of responsibility for model management from the beginning to the end of the project. Though written primarily to support a project using integrated project delivery (IPD), E202 may also be used on projects delivered by more traditional methods. E202 is not a stand-alone document, but must be attached as an exhibit to an existing agreement for design services, construction or material. NOTE: E202–2008 is available in AIA Contract Documents software, but is not available in print.

G-Series: Contract Administration and Project Management Forms

G601–1994, Request for Proposal—Land Survey

AIA Document G601™–1994 allows owners to request proposals from a number of surveyors based on information deemed necessary by the owner and architect. G601–1994 allows owners to create a request for proposal through checking appropriate boxes and filling in project specifics, thus avoiding the costs associated with requesting unnecessary information. G601–1994 may be executed to form the agreement between the owner and the land surveyor once an understanding is reached.

G602–1993, Request for Proposal—Geotechnical Services

Similar in structure and format to AIA Document G601™–1994, AIA Document G602™–1993 can form the agreement between the owner and the geotechnical engineer. It allows the owner to tailor the proposal request to address the specific needs of the project. In consultation with the architect, the owner establishes the parameters of service required and evaluates submissions based on criteria such as time, cost, and overall responsiveness to the terms set forth in the request for proposal. When an acceptable submission is selected, the owner signs the document in triplicate, returning one copy to the engineer and one to the architect, thus forming the agreement between owner and geotechnical engineer.

G612–2001, Owner’s Instructions to the Architect

AIA Document G612™–2001 is a questionnaire, drafted to elicit information from the owner regarding the nature of the construction contract. AIA Document G612–2001 is divided into three parts: Part A relates to contracts, Part B relates to insurance and bonds, and Part C deals with bidding procedures. The order of the parts follows the project’s chronological sequence to match the points in time when the information will be needed. Because many of the items relating to the contract will have some bearing on the development of construction documents, it is important to place Part A in the owner’s hands at the earliest possible phase of the project. The owner’s responses to Part A will lead to a selection of the appropriate delivery method and contract forms, including the general conditions. Part B naturally follows after selection of the general conditions because insurance and bonding information is dependent upon the type of general conditions chosen. Answers to Part C will follow as the contract documents are further developed.

G701–2001, Change Order

AIA Document G701™–2001 is for implementing changes in the work agreed to by the owner, contractor, and architect. Execution of a completed AIA Document G701–2001 indicates agreement upon all the terms of the change, including any changes in the contract sum (or guaranteed maximum price) and contract time. The form provides space for the signatures of the owner, architect and contractor, and for a complete description of the change.

G701S–2001, Change Order, Subcontractor Variation

AIA Document G701S™–2001 modifies AIA Document G701™–2001 for use by subcontractors. Modifications to G701–2001 are shown as tracked changes revisions—that is, additional material is underlined; deleted material is crossed out. NOTE: G701S–2001 is not

available in print, but is available in AIA Contract Documents software and on the [AIA Documents-on-Demand™](#) Web site.

G701CMa–1992, Change Order, Construction Manager-Adviser Edition

AIA Document G701™CMa–1992 is for implementing changes in the work agreed to by the owner, contractor, construction manager adviser, and architect. Execution of a completed AIA Document G701™–2001 indicates agreement upon all the terms of the change, including any changes in the Contract Sum (or Guaranteed Maximum Price) and Contract Time. It provides space for the signatures of the owner, contractor, construction manager adviser, and architect, and for a complete description of the change. The major difference between AIA Documents G701CMa–1992 and G701–2001 is that the signature of the construction manager adviser, along with those of the owner, architect and contractor, is required to validate the change order.

G702–1992, Application and Certificate for Payment

AIA Documents G702™–1992, Application and Certificate for Payment, and G703™–1992, Continuation Sheet, provide convenient and complete forms on which the contractor can apply for payment and the architect can certify that payment is due. The forms require the contractor to show the status of the contract sum to date, including the total dollar amount of the work completed and stored to date, the amount of retainage (if any), the total of previous payments, a summary of change orders, and the amount of current payment requested. AIA Document G703–1992 breaks the contract sum into portions of the work in accordance with a schedule of values prepared by the contractor as required by the general conditions. NOTE: The AIA does not publish a standard schedule of values form.

AIA Document G702–1992 serves as both the contractor’s application and the architect’s certification. Its use can expedite payment and reduce the possibility of error. If the application is properly completed and acceptable to the architect, the architect’s signature certifies to the owner that a payment in the amount indicated is due to the contractor. The form also allows the architect to certify an amount different than the amount applied for, with explanation provided by the architect.

G702S–1992, Application and Certificate for Payment, Subcontractor Variation

AIA Document G702S™–1992 modifies AIA Document G702™–1992 for use by subcontractors. Modifications to G702–1992 are shown as tracked changes revisions—that is, additional material is underlined; deleted material is crossed out. NOTE: G702S–1992 is not available in print, but is available in AIA Contract Documents software and on the [AIA Documents-on-Demand™](#) Web site.

G703–1992, Continuation Sheet

AIA Documents G702™–1992, Application and Certificate for Payment, and G703™–1992, Continuation Sheet, provide convenient and complete forms on which the contractor can apply for payment and the architect can certify that payment is due. The forms require the contractor to show the status of the contract sum to date, including the total dollar amount of the work completed and stored to date, the amount of retainage (if any), the total of previous payments, a summary of change orders, and the amount of current payment requested. AIA Document G703–1992 breaks the contract sum into portions of the work in accordance with a schedule of values

prepared by the contractor as required by the general conditions. NOTE: The AIA does not publish a standard schedule of values form.

G703S–1992, Continuation Sheet, Subcontractor Variation

AIA Document G703S™–1992 modifies AIA Document G703™—1992 for use by subcontractors. Modifications to G703—1992 are shown as tracked changes revisions—that is, additional material is underlined; deleted material is crossed out. NOTE: G701S–1992 is not available in print, but is available in AIA Contract Documents software and on the [AIA Documents-on-Demand™](#) Web site.

G704–2000, Certificate of Substantial Completion

AIA Document G704™–2000 is a standard form for recording the date of substantial completion of the work or a designated portion thereof. The contractor prepares a list of items to be completed or corrected, and the architect verifies and amends this list. If the architect finds that the work is substantially complete, the form is prepared for acceptance by the contractor and the owner, and the list of items to be completed or corrected is attached. In AIA Document G704–2000 the parties agree on the time allowed for completion or correction of the items, the date when the owner will occupy the work or designated portion thereof, and a description of responsibilities for maintenance, heat, utilities and insurance.

G704CMA–1992, Certificate of Substantial Completion, Construction Manager-Adviser Edition

AIA Document G704™CMA–1992 serves the same purpose as AIA Document G704™–2000, except that this document expands responsibility for certification of substantial completion to include both the architect and the construction manager.

G704DB–2004, Acknowledgement of Substantial Completion of a Design-Build Project

Because of the nature of design-build contracting, the project owner assumes many of the construction contract administration duties performed by the architect in a traditional project. Because there is not an architect to certify substantial completion, AIA Document G704™DB–2004 requires the owner to inspect the project to determine whether the work is substantially complete in accordance with the design-build documents and to acknowledge the date when it occurs. AIA Document G704DB–2004 is a variation of AIA Document G704™–2000 and provides a standard form for the owner to acknowledge the date of substantial completion.

G705–2001 (formerly G805–2001), List of Subcontractors

AIA Document G705™–2001 is a form for listing subcontractors and others proposed to be employed on a project as required by the bidding documents. It is to be filled out by the contractor and returned to the architect for submission to the owner. NOTE: AIA Document G705–2001 was renumbered in 2007, but its content remains the same as in AIA Document G805™–2001 (expired May 31, 2009).

G706–1994, Contractor’s Affidavit of Payment of Debts and Claims

The contractor submits this affidavit with the final request for payment, stating that all payrolls, bills for materials and equipment, and other indebtedness connected with the work for which the owner might be responsible has been paid or otherwise satisfied. AIA Document G706™–1994

requires the contractor to list any indebtedness or known claims in connection with the construction contract that have not been paid or otherwise satisfied. The contractor may also be required to furnish a lien bond or indemnity bond to protect the owner with respect to each exception.

G706A–1994, Contractor’s Affidavit of Release of Liens

AIA Document G706A™–1994 supports AIA Document G706™–1994 in the event that the owner requires a sworn statement of the contractor stating that all releases or waivers of liens have been received. In such event, it is normal for the contractor to submit AIA Documents G706–1994 and G706A–1994 along with attached releases or waivers of liens for the contractor, all subcontractors, and others who may have lien rights against the owner’s property. The contractor is required to list any exceptions to the sworn statement provided in G706A–1994, and may be required to furnish to the owner a lien bond or indemnity bond to protect the owner with respect to such exceptions.

G707–1994, Consent of Surety to Final Payment

AIA Document G707™–1994 is intended for use as a companion to AIA Document G706™–1994, Contractor’s Affidavit of Payment of Debts and Claims, on construction projects where the contractor is required to furnish a bond. By obtaining the surety’s approval of final payment to the contractor and its agreement that final payment will not relieve the surety of any of its obligations, the owner may preserve its rights under the bond.

G707A–1994, Consent of Surety to Final Reduction in or Partial Release of Retainage

This is a standard form for use when a surety company is involved and the owner/contractor agreement contains a clause whereby retainage is reduced during the course of the construction project. When duly executed, AIA Document G707A™–1994 assures the owner that such reduction or partial release of retainage does not relieve the surety of its obligations.

G709–2001, Work Changes Proposal Request

This form is used to obtain price quotations required in the negotiation of change orders. AIA Document G709™–2001 is not a change order or a direction to proceed with the work. It is simply a request to the contractor for information related to a proposed change in the construction contract. AIA Document G709–2001 provides a clear and concise means of initiating the process for changes in the work.

G710–1992, Architect’s Supplemental Instructions

AIA Document G710™–1992 is used by the architect to issue additional instructions or interpretations or to order minor changes in the work. It is intended to assist the architect in performing its obligations as interpreter of the contract documents in accordance with the owner/architect agreement and the general conditions of the contract for construction. AIA Document G710–1992 should not be used to change the contract sum or contract time. It is intended to help the architect perform its services with respect to minor changes not involving adjustment in the contract sum or contract time. Such minor changes are authorized under Section 7.4 of AIA Document A201™–2007.

G711–1972, Architect’s Field Report

The architect’s project representative can use this standard form to maintain a concise record of site visits or, in the case of a full-time project representative, a daily log of construction activities.

G712–1972, Shop Drawing and Sample Record

AIA Document G712™–1972 is a standard form by which the architect can log and monitor shop drawings and samples. The form allows the architect to document receipt of the contractor’s submittals, subsequent referrals of the submittals to the architect’s consultants, action taken, and the date returned to the contractor. AIA Document G712–1972 can also serve as a permanent record of the chronology of the submittal process.

G714–2007, Construction Change Directive

AIA Document G714™–2007 is a directive for changes in the Work for use where the owner and contractor have not reached an agreement on proposed changes in the contract sum or contract time. AIA Document G714–2007 was developed as a directive for changes in the work which, if not expeditiously implemented, might delay the project. Upon receipt of a completed G714–2007, the contractor must promptly proceed with the change in the work described therein. NOTE: G714–2007 replaces AIA Document G714™–2001 (expired May 31, 2009).

G714CMA–1992, Construction Change Directive, Construction Manager-Adviser Edition

AIA Document G714™CMA–1992 serves the same purpose as AIA Document G714™–2007, except that this document expands responsibility for signing construction change directives to include both the architect and the construction manager.

G715–1991, Supplemental Attachment for ACORD Certificate of Insurance 25-S

AIA Document G715™–1997 is intended for use in adopting ACORD Form 25-S to certify the coverage required of contractors under AIA Document A201™–2007, General Conditions of the Contract for Construction. Since the ACORD certificate does not have space to show all the coverages required in AIA Document A201–2007, the Supplemental Attachment form should be completed, signed by the contractor’s insurance representative, and attached to the ACORD certificate.

G716–2004, Request for Information (RFI)

AIA Document G716™–2004 provides a standard form for an owner, architect and contractor to request further information from each other during construction. The form asks the requesting party to list the relevant drawing, specification or submittal reviewed in attempting to find the information. Neither the request nor the response received provides authorization for work that increases the cost or time of the project.

G732–2009 (formerly G702CMA–1992), Application and Certificate for Payment, Construction Manager as Adviser Edition

AIA Document G732™–2009 serves the same purposes as AIA Document G702™–1992. The standard form AIA Document G703™–1992, Continuation Sheet, is appropriate for use with G732–2009. NOTE: G732–2009 replaces AIA Document G702™CMA–1992 (expired December 31, 2010).

G736–2009 (formerly G722CMa–1992), Project Application and Project Certificate for Payment, Construction Manager as Adviser Edition

Use AIA Document G736™–2009 with AIA Document G737™–2009, Summary of Contractors' Applications for Payment. These forms are designed for a project where a construction manager is employed as an adviser to the owner, but not as a constructor, and where multiple contractors have separate, direct agreements with the owner.

Each contractor submits separate AIA Documents G732™–2009 and G703™–1992, payment application forms, to the construction manager-adviser, who collects and compiles them to complete G736–2009. AIA Document G737–2009 serves as a summary of the contractors' applications with totals being transferred to AIA Document G736–2009. The construction manager-adviser can then sign G736, have it notarized, and submit it along with the G737 to the architect. Both the architect and the construction manager must certify the payment amount. NOTE: G736–2009 replaces AIA Document G722™CMa–1992 (expired December 31, 2010).

G737–2009 (formerly G723CMa–1992), Summary of Contractors' Applications for Payment, Construction Manager as Adviser Edition

Use AIA Document G736™–2009 with AIA Document G737™–2009, Summary of Contractors' Applications for Payment. These forms are designed for a project where a construction manager is employed as an adviser to the owner, but not as a constructor, and where multiple contractors have separate, direct agreements with the owner.

Each contractor submits separate AIA Documents G703™–1992 and G732™–2009, payment application forms, to the construction manager-adviser, who collects and compiles them to complete AIA Document G736–2009. AIA Document G737–2009 serves as a summary of the contractors' applications with totals being transferred to G736. The construction manager-adviser can then sign G736, have it notarized, and submit it along with the G737 to the architect. Both the architect and the construction manager must certify the payment amount. NOTE: G737–2009 replaces AIA Document G723™CMa–1992 (expired December 31, 2010).

G801–2007 (formerly G605–2000), Notification of Amendment to the Professional Services Agreement

AIA Document G801™–2007 is intended to be used by an architect when notifying an owner of a proposed amendment to the AIA's owner/architect agreements, such as AIA Document B101™–2007. NOTE: G801–2007 replaces AIA Document G605™–2000 (expired May 31, 2009).

G802–2007 (formerly G606–2000), Amendment to the Professional Services Agreement

AIA Document G802™–2007 is intended to be used by an architect when amending the professional services provisions in the AIA's owner/architect agreements, such as AIA Document B101™–2007. NOTE: G802–2007 replaces AIA Document G606™–2000 (expired May 31, 2009).

G803–2007 (formerly G607–2000), Amendment to the Consultant Services Agreement

AIA Document G803™–2007 is intended for use by an architect or consultant when amending the professional services provisions in the AIA's architect-consultant agreement, AIA Document

C401™–2007. NOTE: G803–2007 replaces AIA Document G607™–2000 (expired May 31, 2009).

G804–2001, Register of Bid Documents

AIA Document G804™–2001 serves as a log for bid documents while they are in the possession of contractors, subcontractors, and suppliers during the bidding process. The form allows tracking by bidder of documents issued, deposits received, and documents and deposits returned. AIA Document G804–2001 is particularly useful as a single point of reference when parties interested in the project call for information during the bidding process.

G806–2001, Project Parameters Worksheet

AIA Document G806™–2001 is an administrative form intended to help maintain a single standard list of project parameters including project objectives, owner’s program, project delivery method, legal parameters, and financial parameters.

G807–2001, Project Team Directory

AIA Document G807™–2001 is used as a single point of reference for basic information about project team members including the owner, architect’s consultants, contractor and other entities. AIA Document G807–2001 differs from AIA Document G808™–2001, Project Data, which contains only data about the project and project site. G807–2001 should be carefully checked against the owner/architect agreement so that specific requirements as to personnel representing the owner and those involved with the architect in providing services are in conformance with the agreement.

G808–2001, Project Data

AIA Document G808™–2001 is used for recording information about approvals and zoning and building code issues gathered in the course of providing professional services. AIA Document G808–2001 should be completed piece by piece as a project progresses and periodically reviewed to ensure information relevance. The attached worksheet, AIA Document G808A™–2001, Construction Classification Worksheet, can be used to supplement the G808–2001.

G808A–2001, Construction Classification Worksheet

AIA Document G808A™–2001, Construction Classification Worksheet, can be used to supplement AIA Document G808™–2001, which is used for recording information about approvals and zoning and building code issues gathered in the course of providing professional services. AIA Document G808–2001 should be completed piece by piece as a project progresses and periodically reviewed to ensure information relevance. AIA Document G808A–2001 can help a design team work through the range of code compliance combinations available before choosing a final compliance strategy.

G809–2001, Project Abstract

AIA Document G809™–2001 establishes a brief, uniform description of project data to be used in the tabulation of architect marketing information and firm statistics. The intent is to provide a single sheet summary where information can be sorted, compiled, and summarized to present a firm’s experience. Information compiled in AIA Document G809–2001 can support planning for similar projects and answer questions pertaining to past work.

G810–2001, Transmittal Letter

AIA Document G810™–2001 allows for the orderly flow of information between parties involved in the design and construction phase of a project. It serves as a written record of the exchange of project information and acts as a checklist reminding the sender to tell the recipient what exactly is being sent, how the material is being sent, and why it is being sent.