

REQUEST FOR INFORMATION

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Send all RFI's in writing to Michael Shilale Architects, LLP at the above address/fax number. **Only this form will be accepted, and no questions will be entertained via telephone. By submitting this Request for Information, the Contractor is stating that they have performed a thorough review of the drawings and specifications and the information requested is not contained in the construction documents.**

Project:	© Michael Shilale Architects, LLP	RFI No. <input type="checkbox"/>
MSA File No.:		
NYSED No.:		
Contractor:		
Contract for:	Hazardous Materials Abatement <input type="checkbox"/> Demolition <input type="checkbox"/> Site Construction <input type="checkbox"/> General Construction <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Other <input type="checkbox"/>	

Specification Reference:	Drawing Reference:
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Description, complete with backup information as needed to fully convey the issue:	<input type="checkbox"/> Sketch/Information Attached
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Contractor's Proposed Solution:	<input type="checkbox"/> Sketch/Information Attached
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Impact on Cost:	Impact on Schedule:
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Trades/Specialty Contractors Affected:

Trades/Specialty Contractors Coordinated With:

Submitted By:	Requested Date of Response:
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Architect/Engineer's Response:	<input type="checkbox"/> ID No. _____ <input type="checkbox"/> Attached <input type="checkbox"/> Sketch/Information Attached
By: _____	Date: _____