

Non-Material Alteration (NMA) Change Form

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|--|---|---|------------------------------------|
| NMA Number: | Facility ID Number: | Client Document Name: | Issue Date: |
| Facility Name and Address: | | HCAI/OSHPD Project Name and Number: | |
| Subject of NMA Change: | | <input type="checkbox"/> Contractor RFI | Attached Drawings/Sketches: |
| | | <input type="checkbox"/> Field Condition | |
| | | <input type="checkbox"/> Owner Request | |
| | | <input type="checkbox"/> DPOR Revision | |
| | | <input type="checkbox"/> OIL Resolution | |
| Description of NMA Change: If NMA is clearing outstanding item(s), provide details. | | | |
| AOR/EOR Stamp and Signature: <i>Only required if not attaching drawings/sketches.</i> | | HCAI/OSHPD Concurrence and Date: | |
| Check the Type of Non-Material Alteration Change this NMA Represents – Reference CAC Section 7-153(b): | | | |
| <input type="checkbox"/> | 1. Substitutions of equipment, products, or materials without increasing loads to mechanical, plumbing, electrical systems, or increasing lateral or gravity loads. | | |
| <input type="checkbox"/> | 2. New details that are referenced standards or preapproved details or based on other approved reference standards or preapproved details. Reference to the approved details must be shown. | | |
| <input type="checkbox"/> | 3. Final routing configurations of ducts, conduits, pipes, etc., where shown diagrammatically on the approved plans. | | |
| <input type="checkbox"/> | 4. Dimensional changes to rooms that do not affect code required minimum dimensions, fixed dimensions, minimum room or space requirements and required clearances. | | |
| <input type="checkbox"/> | 5. Relocation of doors, windows, electrical switches and outlets, plumbing fixtures, etc., without code implications. | | |
| <input type="checkbox"/> | 6. Cabinetry relocation or reconfiguration without code implications. | | |
| Design Professional of Record <i>By my signature below, I acknowledge that the documents for the submittal type above have been reviewed and have been found to be in conformance with CAC Section 7-153(b) and the design of the project.</i> | | | |
| Signature of Architect or Engineer in Responsible Charge | | | Date: |