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| Local Education Agency | State Project No. | Phase |
| School | Architect | Date |

DAS - OFFICE OF SCHOOL CONSTRUCTION GRANTS & REVIEW (OSCG&R) PLAN REVIEW CHECKLIST

**CONCEPTUAL / SCHEMATIC DESIGN REVIEW (CR/SDR)**

**FORM SCG-3001**

* Submit this Checklist prior to or during Conceptual/Schematic Design review meeting
* Not all information is available for this checklist, some answers will be Unknown or N/A (Not Applicable)
* Status column (by SCG staff): **🗸** Discussed **X** Not Applicable to project

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|  | **BASIC PROJECT INFORMATION** | | Status |
|  | Discussion Item | Information to be provided |
| 01. | Name of School |  |  |
| 02. | Project Grade Range [Pre-k~3, H.S., etc.] |  |  |
| 03. | Project Type [E/A, RNV, CV, etc.] |  |  |
| 04. | Proposed No. of Phases |  |  |
| 05. | Primary Reason for project |  |  |
| 06. | Current status of project |  |  |
| 07. | Enrollment projection |  |  |
| 08. | Reimbursement rate |  |  |
| 09. | General overview |  |  |
|  | **PROJECT RELATED ISSUES** | |  |
| 10. | Primary stakeholders: |  |  |
|  | 1. Architect of Record |  |  |
|  | 1. CM [if known] |  |  |
|  | 1. Superintendent of Schools |  |  |
|  | d.  Building Committee Chair |  |  |
| 11. | Site Owner, Building Owner: |  |  |
|  | a. Facility purchase |  |  |
|  | b. Lease agreements |  |  |
| 12. | Cost Estimate or Proposed Budget: |  |  |
|  | a. Original budget |  |  |
|  | b. Revised or current budget |  |  |
| 13. | Existing building information: |  |  |
|  | a. Current size |  |  |
|  | b. Proposed size |  |  |
|  | c. Date of original construction |  |  |
|  | d. Date of additions – if any |  |  |
|  | 1. Proposed extent of demolition |  |  |
|  | 1. No. of levels in existing and proposed building |  |  |
|  | **GRANT RELATED ISSUES** | |  |
| 14. | Grant Application FORM SCG-049 submission date: |  |  |
|  | 1. Project duration to date |  |  |
| 15. | Resolutions |  |  |
| 16. | Referendum |  |  |
| 17. | Most recent state grant funding and project type |  |  |
| 18. | Any or all other state grant funding |  |  |
| 19. | Other grant funding sources or project funding |  |  |
| 20. | Fees or project costs to date |  |  |
| 21. | Full day kindergarten or school readiness bonus |  |  |
| 22. | Space standards issues |  |  |
|  | **SITE RELATED ISSUES** | |  |
| 23. | Size of site |  |  |
| 24. | Topography of site |  |  |
| 25. | Wetlands or watercourses – if any |  |  |
| 26. | U/G storage tanks |  |  |
| 27. | Water Supply information: |  |  |
|  | a. FORM SCG-5500: School Water System Evaluation |  |  |
| 28. | Septic systems or sewage disposal issues |  |  |
| 29. | Utility connections: [Gas, Water, Electric, Sewage, Data] |  |  |
|  | 1. Current locations and availability |  |  |
|  | 1. Proposed locations and availability |  |  |
| 30. | ADA compliance and accessible route issues |  |  |
| 31. | No parking fire lane striping & signage requirements [Sign-off from fire marshal required at PCR meeting] |  |  |
| 32. | Fencing |  |  |
| 33. | OAF: Ballfields, track, etc. - relocation or new |  |  |
| 34. | Staging areas for contractors |  |  |
| 35. | Drainage and water retention |  |  |
| 36. | Playscapes |  |  |
| 37. | Photo Voltaic [P/V] installations or proposals |  |  |
| 38. | Photometric information |  |  |
| 39. | IWWC input or meeting dates / requirements: |  |  |
|  | 1. 100 & 500 year floodplain issues |  |  |
| 40. | P&Z input or meeting dates / requirements |  |  |
| 41. | Army Corp of engineers input or similar |  |  |
|  | **CONSTRUCTION RELATED ISSUES** | |  |
| 42. | Proposed Construction Type [IIB, IIIB, etc.] |  |  |
| 43. | Size / SF of proposed additions |  |  |
| 44. | Fully Automatic Fire Suppression: |  |  |
|  | 1. Current |  |  |
|  | 1. Proposed |  |  |
|  | 1. Sprinkler issues [Fire pump, stg tanks, city mains] |  |  |
|  | 1. FACP – location, expansion or replacement |  |  |
| 45. | A/C proposed - extent |  |  |
| 46. | ADA compliance issues |  |  |
| 47. | Vertical transportation or Elevators |  |  |
| 48. | Mezzanines – existing or proposed |  |  |
| 49. | SSIC requirements: [meetings w/ police, fire, building committee, security vendors, etc.] |  |  |
|  | 1. Current |  |  |
|  | 1. Proposed |  |  |
| 50. | Emergency Shelter provisions |  |  |
| 51. | Heating source: [gas, fuel oil, dual fuel, other] |  |  |
|  | a. Boilers [Hydronic, Radiant floors, other] |  |  |
|  | b. RTU’s, Split systems, Chilled Beams |  |  |
|  | c. Geo-thermal, other |  |  |
| 52. | Electrical systems: |  |  |
|  | a. Relocated service to building, or New service |  |  |
|  | b. Supplier [U.I., Eversource, Other] |  |  |
| 53. | Generator requirements |  |  |
| 54. | Locker replacement |  |  |
| 55. | Auditorium: |  |  |
|  | a. Stage or Platform |  |  |
|  | 1. Curtains or Proscenium |  |  |
|  | 1. Lighting |  |  |
|  | 1. Catwalks, sound booth and sound systems |  |  |
| 56. | Gymnasium: |  |  |
|  | a. Floor material |  |  |
|  | b. Seating |  |  |
| 57. | Courtyards, plazas or special features |  |  |
| 58. | Kitchen & Food Service issues / requirements: |  |  |
|  | a. Grease & Oil separator |  |  |
|  | b. Culinary program issues |  |  |
|  | 1. Venting and fire suppression |  |  |
| 59. | Environmental Issues: |  |  |
|  | a. Phase I environmental assessment |  |  |
|  | b. Phase II / III environmental assessment |  |  |
| 60. | Other known or expected environmental issues |  |  |
| 61. | Radon testing or radon map evaluation |  |  |
| 62. | Asbestos - including classroom sink bowls |  |  |
| 63. | Lead |  |  |
| 64. | PCB’s |  |  |
| 65. | Tunnels, Basements or Crawl Spaces |  |  |
| 66. | Roof |  |  |
| 67. | Boiler rooms: |  |  |
|  | a. Existing to remain or new |  |  |
|  | b. Other boiler room issues |  |  |
|  | **HIGH PERFORMANCE BUILDING (HPB) RELATED ISSUES** | |  |
| 68. | Trigger for [HPB](http://www.ct.gov/dcs/lib/dcs/bdc/pubs/0450_capital_projects_high_performance_buildings_guidelines.pdf) regulations for schools is the REIMBURSED CONSTRUCTION cost: |  |  |
|  | 1. Important to know project reimbursement rate |  |  |
|  | 1. Threshold for HPB requirements **for renovation [RNV]** status projects is $2 million [$2M] in total project cost and [$2M] in reimbursed construction costs |  |  |
|  | 1. Threshold for HPB requirements **for new construction [N]** status projects is $5 million [$5M] in total project cost and $2 million [$2M] in reimbursed construction costs |  |  |
| 69. | [HPB](http://www.ct.gov/dcs/lib/dcs/bdc/pubs/0450_capital_projects_high_performance_buildings_guidelines.pdf) regulations only in effect if the project: |  |  |
|  | a. Is classified as New [N] construction |  |  |
|  | b. Has achieved Renovate as New [RNV] status |  |  |
|  | c. Is classified as an Extension/Alteration [E/A] or Extension [E] project, and the portion of the total cost of construction for the Extension [E] is $2 million or above in state reimbursement |  |  |
| 70. | All HPB regulations are in effect and required EXCEPT for mandated energy improvements: |  |  |
|  | 1. NOTE: **Projects that meet the 2012 building code meet the HPB energy requirements** |  |  |
|  | 1. All of the point system requirements for HPB remain intact |  |  |
|  | c. Must meet the six [6] additional mandatory Building Project Requirements for Schools: |  |  |

**HIGH PERFORMANCE BUILDING REQUIREMENTS - EXAMPLES**

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| EXAMPLE No. 1:   * **E/A designation project, District has 26.5% reimbursement rate, $18.5 M Total Project cost** * 42,000 SF existing building constructed 1965 * Proposed demolition of a portion of the 1965 building is minimal at <1,000 SF * Proposed alterations **(A)** to the +/- 41,000 SF existing building to remain * Proposed extension **(E)** of 12,500 SF * +/- $3 M Soft cost * +/- $1 M Haz-mat abatement cost + demolition costs * +/- $14.5 M Construction cost (includes all contingencies, but does not include abatement or demo costs) * Professional cost estimate developed indicates that **of the $14.5 M construction** cost:   + **(A)** alteration portion is $9.5 M   + **(E)** extension portion is $5.0 M   + **26.5% x $5M = $1,325,000 reimbursement (for extension portion)**   + **$1.325 M < $2 M threshold**   + **HPB not required for (E) extension**   EXAMPLE No. 2:   * **E/A designation project, District has 29% reimbursement rate, $33 M Total Project cost** * 95,000 SF existing building constructed 1980 * Proposed demolition of a portion of the 1980 building at +/- 10,000 SF * Proposed alterations **(A)** to the +/- 85,000 SF existing building to remain * Proposed extension **(E) of** 20,000 SF * +/- $4.25 M Soft cost * +/- $3 M Haz-mat abatement + demolition cost * +/- $25.75 M Construction cost (includes all contingencies, but does not include abatement or demo costs) * Professional cost estimate developed indicates that **of the $25.75 M construction** cost:   + **(A)** alteration portion is $18.625 M   + **(E)** extension portion is $7.125 M   + **29% x $7.125M = $2,066,250 reimbursement (for extension portion)**   + **$2.066 M > $2 M threshold**   + **HPB required for (E) extension** |

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|  | Date | State Plan Reviewer |
| Date of Review: |  |  |
| Date of next meeting: |  |  |
| Date Accepted: |  |  |

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| --- | --- | --- |
|  | Date | State Plan Reviewer |
| Data Entered into State Grant Management System: |  |  |
| Data Entered into Conceptual/Schematic Design log: |  |  |
|  |  |  |