



DEPARTMENT OF ADMINISTRATIVE SERVICES (DAS) Office of School Construction Grants & Review (OSCG&R)

Clarifications to OSCG&R School Construction Policies FORM SCG-3055

This bulletin serves as clarification of OSCG&R policy and changes to the school construction program.

- 1.) **Allowances:** Project allowances may result in an additional cost (add), or a cost deduction (credit) to a project, depending if they are used in their entirety or not. Refer to FORM SCG-3050 for additional information relating to the use and accounting of project allowances.
 - a. All allowances are considered ineligible until used. If project allowances are used on **eligible items** in the course the project, those allowances then become eligible for reimbursement.
 - b. If project allowances are used on **ineligible items** in the course the project, such as for the payment of overtime, rework, or off-site improvements, the allowances remain ineligible.
 - c. If project allowances are **not used** in the course the project, the unused allowance is returned to the State. Unused allowance funds are not the property of the district, and cannot be re-allocated to other project components or activities.
- 2.) **Artificial Turf:** The purchase and/or installation of artificial turf on a school construction project for any reason or at any location is ineligible for reimbursement. Refer to Item No. 16 below for additional information.

3.) **Board of Education (BOE) space:**

Sec. 10-286. Computation of school building project grants. (a) The amount of the grant approved by the Commissioner of Administrative Services under the provisions of this chapter for any completed school building project shall be computed as follows:

(1) For the fiscal year ending June 30, 2012, and each fiscal year thereafter, in the case of a new school plant, an extension of an existing school building or projects involving the major alteration of any existing building to be used for school purposes, the eligible percentage, as determined in section 10-285a, of the result of multiplying together the number representing the highest projected enrollment, based on data acceptable to the Commissioner of Administrative Services, for such building during the eight-year period from the date a local or regional board of education files a notification of a proposed school building project with the Department of Administrative Services, the number of gross square feet per pupil determined by the Commissioner of Administrative Services to be adequate for the kind of educational program or programs intended, and the eligible cost of such project, divided by the gross square feet of such building, or the eligible percentage, as determined in section 10-285a, of the eligible cost of such project, whichever is less;

(2) In the case of projects involving the purchase of an existing building to be used for school purposes, the eligible percentage, as determined in section 10-285a, of the eligible cost as determined by the Commissioner of Administrative Services, provided any project involving the purchase and renovation of an existing facility, may be exempt from the standard space specifications, and otherwise ineligible repairs and replacements may be considered eligible for reimbursement as part of such a project, if information is provided acceptable to the Commissioner of Administrative Services documenting the need for such work and the cost savings to the state and the school district of such purchase and renovation project in comparison to alternative construction options;

(5) In the case of a public school administrative or service facility, one-half of the eligible percentage for subdivisions (1) and (2) of this subsection of the eligible project cost as determined by the Commissioner of Administrative Services, or in the case of a regional educational service center administrative or service facility, the eligible percentage, as determined pursuant to subsection (c) of section 10-285a, of the eligible project cost as determined by the commissioner;

- 4.) **Building Size Increase – the 25% rule:** 10-286 10b (c)(1) In the computation of grants pursuant to this section for any school building project authorized by the General Assembly pursuant to section 10-283 (1) after January 1, 1993, any maximum square footage per pupil limit established pursuant to this chapter or any regulation adopted by the State Board of Education or the Department of Administrative Services pursuant to this chapter **shall be increased by twenty-five per cent for a building constructed prior to 1950.**
- 5.) **Building Size Increase – the 1% rule:** 10-286 10b (c)(2) after January 1, 2004, any maximum square footage per pupil limit established pursuant to this chapter or any regulation adopted by the Department of Administrative Services pursuant to this chapter **shall be increased by up to one per cent** to accommodate a heating, ventilation or air conditioning system, if needed.
- 6.) **Change Orders:**
- a. **FORM SCG-042.CO:** Effective 7/1/2018, all construction project change orders are required to be submitted using revised FORM SCG-042.CO available on the OSCG&R website. Submissions must be fully executed and complete, **including name and phone number of the person** providing the change order to our office. Change orders delivered or sent to our office not utilizing the current FORM SCG-042.CO will be returned to the submitter.
 - b. **FORM SCG-043.CO:** All State Change Orders must include a completed FORM SCG-043.CO – the excel spreadsheet.
 - c. **FORM SCG-3047 - the "6-month" Memorandum:** All construction project change orders are required to be submitted within 6 months of the date of issuance. Refer to FORM SCG-3047 for additional information regarding how the OSCG&R calculates date of issuance.
 - d. **Lump Sum Cost Proposals:** Construction Managers and District personnel are encouraged to avoid lump-sum pricing for project change orders submitted for reimbursement. Lump-sum change orders are subject to a minimum twenty percent (20%) reduction in reimbursement.
 - e. **Missing Back-Up Documentation:** the primary reason change orders are determined to be ineligible is missing back-up documentation. Documentation on how the cost of the change order was derived is critical to establishing eligibility.
 - f. **Project Cost Credits:** credits for work not completed or for unused allowances are to be shown in the ELIGIBLE ITEMS section on page 2 of 2 of FORM SCG-042.CO.
- 7.) **Cleaning:** The OSCG&R receives numerous change orders for cleaning both the building and the site during the construction process.
- a. **Progress Cleaning:** All progress cleaning of the construction site is a requirement of the trade contractors. Change orders related to progress cleaning are ineligible for reimbursement. If a project requires a CM to provide progress cleaning with their own forces due to a trade contractor's failure to provide progress cleaning, the cost of this work is to be shown as a back charge to the trade contractor or contractors, with no impact to the GMP.
 - b. **Special Cleaning:** If a project is required or requested to preform special cleaning, the costs relating to this work are typically ineligible for reimbursement, but are reviewed on a case by case basis. Examples of special cleaning include: cleaning of a kitchen at the request of the local Health Department prior to opening, or additional cleaning of a portion of the building and/or site for an "Open-house" event prior to substantial completion.
 - c. **Final Cleaning:** the requirement for final cleaning of the entire Project must be written into the construction contract. Often an allowance is used for this activity, as the exact cost to be incurred cannot be reasonably estimated. Once this allowance amount has been used in its entirety, the allowance cannot be increased, and the change order process must be used to track any additional costs related to final cleaning. Overtime costs associated with final cleaning is an ineligible expense and is not reimbursable to the project.
 - d. **Supplemental Cleaning after Final Cleaning (re-cleaning):** Supplemental cleaning following substantial completion and final cleaning is similar to special cleaning above, and is typically ineligible for reimbursement, except in extraordinary circumstances. The project's CM, Owner's Rep, or district personnel should contact the OSCG&R at the first indication that supplemental cleaning may be required.
- 8.) **Completing OSCG&R FORMS:** Many of the forms available on the OSCG&R website appear to be locked and/or are unable to be edited. Typically, FORMS are accessed from the OSCG&R website, completed using editing software such as Adobe acrobat, Bluebeam, or similar, saved to a local drive of your computer and printed. However, many forms can be edited. To edit a form, follow these steps:
- Find the correct form you need to complete

- Click on the "Enable Editing" box in the yellow PROTECTED VIEW area at the top of page
- Select the REVIEW tab in the ribbon [FILE, HOME, INSERT, DESIGN, PAGE LAYOUT, REFERENCES, MAILINGS, **REVIEW**, VIEW, DEVELOPER]
- Click on Restrict Editing in the Protect area of the expanded ribbon
- Click on Stop Protection at bottom right hand side of page
- Complete the form and save to a local drive

9.) Cost Estimates - reconciliation to grant commitment: The OSCG&R relies on accurate final cost estimates to establish school construction project costs. These final cost estimates must be either equal to, or less than, the amount of the grant commitment as detailed in the grant commitment letter. If your project's cost estimate is greater than the grant commitment amount, you must contact our office to discuss. Do not wait until a plan review meeting to present this issue. Refer to Item No. 14 below for additional information on revisions to project cost estimates.

10.) Education Training Fee on construction permits: All projects must complete the DAS Division of Construction Service's **Education Training Fee** Remittance Report [State Educational Training Fee](#). The amount of this fee must be shown on line 54 of the Ineligible Costs and Limited Eligible Costs worksheet FORM SCG-4000 as an ineligible cost to the project. This fee is required to be collected, even when the building permit fee is waived (i.e. municipal, religious, non-profit projects) by the municipality.

11.) Elevators and Vertical Transportation: The OSCG&R has developed standards regarding the maximum allowable square footage that a district can add to an existing school building for the purpose of providing vertical handicapped accessibility **without impact to the existing Space Standards** of a particular school. Those standards are:

ELEVATOR: (Non-priority project)

- The existing public school building does not meet the current code requirement for vertical transportation accessibility (there is no current handicapped-accessible elevator in a building containing two or more floor levels)
- Existing building floor plan does not realistically allow for installation of a new elevator without significant impact to existing structural, mechanical or electrical systems.
- The proposed new elevator hoistway enclosure does not exceed 100 square feet (100 SQ FT) maximum measured on the exterior face of the finished construction.
- The proposed new elevator lobby does not exceed 160 square feet (160 SQ FT) maximum measured to the interior face of the finished construction.
- The proposed new elevator machine room (if required) does not exceed 50 square feet (50 SQ FT) maximum measured to the interior face of the finished construction.
- The total final cost of proposed exterior site work required to achieve accessibility to or from the new elevator shall be limited to a maximum of ten percent (10%) of the total project cost.
- Final construction documents are presented to the OSCG&R staff which clearly delineate all project requirements.

LIMITED-USE, LIMITED-ACCESS (LULA) ELEVATOR: (Non-priority project)

- The existing public school building does not meet the current code requirement for vertical transportation accessibility (there is no current handicapped-accessible LULA in a building containing either two or more floor levels, at an existing stage, or at a floor level not served by a ramp)
- Existing building floor plan does not realistically allow for installation of a new LULA without significant negative impact to existing structural, mechanical or electrical systems.
- The proposed new LULA enclosure does not exceed 50 square feet (50 SQ FT) maximum measured on the exterior face of the finished construction.
- The proposed new LULA lobby does not exceed 100 square feet (100 SQ FT) maximum measured to the interior face of the finished construction.
- The total final cost of proposed exterior site work (if required) to achieve accessibility to or from the new LULA shall be limited to a maximum of five percent (5%) of the total project cost.
- Final construction documents are presented to the OSCG&R staff which clearly delineate all project requirements.

12.) Elevators - Square Footage calculations for elevators: A square footage for grant calculation purposes for a building floor plan that includes an elevator or elevators is the inside face of elevator shaft wall to inside face of elevator shaft wall on a single floor level only, irrespective of total number of floors served by the elevator. Similarly, for a building with multiple elevators, it is the sum of the area of the total inside face of shaft to inside face of shaft for all of the elevators on a single level only.

13.) Forms: Many of the State FORMS on the OSCG&R website [School Construction Grant Program](#) were revised in June 2018. **Effective 7/1/2018**, only the State FORMS available on the website will be accepted during Plan Review submission. Do not create forms that "look similar" to the State forms. If you need assistance in completing any of the required forms, contact the OSCG&R at 860-713-6490. Refer to Item No. 8. Completing OSCG&R FORMS above for additional information.

14.) Grant Cost Estimate Revisions - "R" requests (formerly ED-046R): Effective 7/1/2018, cost estimate revisions to Grant Applications will no longer be allowed.

- 15.) Grant Staff – contact information: Effective 7/1/2018**, the following information should be used when contacting the OSCG&R grant staff:
- Robert Ficeto – Grant Application questions 860-713-6481 robert.ficeto@ct.gov
 - Tom Reault – Alliance Grants, Non-priority project questions 860-713-6469 thomas.reault@ct.gov
 - Michelle Dixon – Priority project questions, Audit issues 860-713-6477 michelle.dixon@ct.gov
 - Angela Gelineau – Meeting scheduling, General questions, 860-713-6490 angela.gelineau@ct.gov
- 16.) Ineligible costs:** The Regulations of Connecticut State Agencies Section 10-287c-15 [\(d\) Ineligible Costs](#) serve as the basis of FORM SCG-4000, the Ineligible and Limited Eligible Costs Worksheet. These costs include, but are not limited to:
- Ineligible Costs.** Eligible costs do not include: feasibility studies; textbooks and supplies; computer software, except computer operating systems; lease of facilities (other than in accordance with subdivision (9) of subsection (a) of section 10-286 of the Connecticut General Statutes); service, equipment or maintenance contracts; salaries of "in-house" administration or educational staff employed by the local board of education or municipality; site regrading, ordinary resurfacing or reseeded; relocation of facilities within site; repair of site improvements; athletic facility lighting, athletic facility parking, artificial turf; off-site town improvements and utility extensions; moving of existing facilities on-site or to another site (except where necessary for a new school plant or extension); ordinary building and built-in equipment maintenance, repair, repainting, redecoration; repair to movable equipment and furniture; ordinary repairs to or replacements of boilers, combustion equipment, or fuel storage equipment; ordinary roof repairs or replacements not specifically eligible under subdivision (6) of subsection (a) of section 10-286 of the Connecticut General Statutes; ordinary window or glass replacements; and other ordinary repairs and replacements.
- 17.) Labor costs on window installations:** Effective 7/1/2018 the labor cost portion of window installations is eligible for reimbursement.
- 18.) Out Buildings:** The OSCG&R often receives requests to provide reimbursement for Out Buildings - structures that are separate and independent from the primary school structure. The OSCG&R has developed guidelines and policies relating to Out Building eligibility. Generally, Out Buildings are ineligible for grant reimbursement unless specifically noted in the project's Educational Specifications (ED SPECS) and required for programmatic or functional reasons. Out Buildings generally fall into five basic categories:
- Storage Buildings:** primarily used to store building maintenance equipment and lawn equipment, storage buildings are only reviewed for eligibility if approved by plan review staff during the original PCR plan review meeting for the main building project. Storage building are never eligible if constructed via a change order.
 - Concession Stands and "Snack Shacks":** These types of buildings fall into the "nice to have" category, but are ineligible for reimbursement.
 - Toilet Facilities for Outdoor Athletic Facilities:** Under certain circumstances, toilet facilities may be eligible if provided for ADA compliance. These buildings require special review. Contact the OSCG&R Plan Review office if your project is planning on including this type of facility.
 - Water Filtration / Pump House structures:** due to the critical nature of providing potable water to a facility, water well pump house structures and water storage and/or filtration facilities are always reviewed for eligibility for grant reimbursement.
 - Field House:** Due to cost and size issues, these types of buildings are required to be included in the original grant application, but require special review. Under certain circumstances, field house facilities may be eligible for grant reimbursement. The requesting district must make a compelling case why this type of facility should be eligible for reimbursement. Contact the OSCG&R Plan Review office if your project is planning on including this type of facility.
- 19.) Permit Fees:** Construction permit fees paid to a municipality are ineligible for grant reimbursement, except that under certain circumstances, if the project owner is a Regional Education Service Center (RESC), construction permit fees paid to a municipality may be eligible for reimbursement. Ineligible construction permit fees are to be shown on line 55 of the ICW, FORM SCG-4000. Note that construction permit fees are different than the **Education Training Fee on Construction Permits** (refer to Item No. 10 above), which are always ineligible, irrespective of the filing entity.
- 20.) Renovation Status – maximum demolition of existing structure:** The OSCG&R has revised its policy regarding maximum allowable demolition of an existing school building for renovation status. Effective 7/1/2018, districts can demolish whatever portion or percentage of the existing building they want, but at least **55% of the total project** at time of completion must be original construction.

- 21.) Roof Replacement (RR) projects: Effective 7/1/2018,** final drawings for Roof Replacement (RR) designated project must include a partial site plan or sketch, at a scale large enough to allow OSCG&R plan review staff to determine contractor lay-down areas, roof loading access, extent of paved areas, temporary fence locations, location and extent of landscaping within 10'-0" of the building, existing grade, and existing areas of lawn or turf.
- 22.) Roof Warranties and warranty fees for grant reimbursement:** The OSCG&R requires that Roof Replacement (RR) projects, New (N), Extension (E), and Renovate as New (RNV) designated project types provide a copy of the roofing warranty when issued. This issue date then becomes the date of record for the required 20-year period before a district can apply for a roof grant for this facility. Therefore, reasonable warranty costs shown on a schedule of values for a 20-year warranty are eligible for reimbursement. If a District, RESC or BOE requests or requires an extended warranty from the manufacturer, the pro-rated portion of the warranty from 20 to 30 years is ineligible for reimbursement and must be borne by the requesting entity.
- 23.) Sales Tax on School Construction Projects:** all school construction projects receiving a grant from the State of Connecticut receive a sales tax exemption certificate. Therefore, sales tax on school construction projects is a non-reimbursable expense.
- 24.) Sales Tax on Rental Equipment:** the State of Connecticut does not reimburse sales tax on school construction projects for any reason. Equipment rental required in the performance of the work is also exempt from the payment of sales tax. Refer to Item No. 23 above. Note that the DAS Division of Construction Services (DCS) projects operate under different statutes than DAS OSCG&R projects.
- 25.) School Security and Safety Plan Letter: FORM SCG-9000**
Superintendents: Do not underestimate the importance of completing FORM SCG-9000
NOTE: Effective July 1, 2018, ALL GRANT APPLICATION SUBMISSIONS must indicate if the submitting entity has completed the School Security and Safety Plan requirements set forth by the State Department of Emergency Services and Public Protection, Division of Management and Homeland Security (DESPP/DEMHS). Entities that have not received approval of their School Security and Safety Plan (The Plan) will not be allowed to submit a Grant application. The OSCG&R requires an executed **FORM SCG-9000 and a copy of the DESPP/DEMHS approval letter only, NOT** a copy of the actual School Security and Safety Plan submitted to DESPP/DEMHS.
- 26.) Security During Construction:** School construction projects often request supplemental security during construction. Typically, security of the site during construction activities is to be provided by local police department personnel. If additional interim security measures are required on a project site during construction, these costs are an ineligible expense.
- a. Temporary Security by third party vendors:** the costs for these services is an ineligible expense.
- b. Use of Police Force personnel during construction:** School construction projects often require the assistance of a local police force to direct traffic during paving operations, utility tie-ins, etc. The costs associated with these requirements should be established in advance of presenting a GMP, or listed as an allowance.
- 27.) Space Standards – Regulatory:** The square footage table shown in the Regulations of Connecticut State Agencies, Section 10-287c-15 [Square footage table](#) shall serve as the basis for developing a project's allowable Space Standard square footage for a Grant application. This is a project's Maximum allowable Grant square footage, and is calculated to the inside face of exterior walls, or the Building code area.
- 28.) Space Standards – Connecticut School Construction Standards and Guidelines:** A project's square footage developed using the Chapter 5 Compilation of Space calculator will necessarily provide a different value than using the square footage table in Item No. 27 above. This square footage is used by the Plan Review staff, and incorporates all of the area contained within the "footprint" of a building, calculated to the outside face of the exterior walls. This is the square foot value used in the development of a project's cost estimate.
- 29.) Stairwells and Stair Towers - square footage calculations:** A square footage for grant calculation purposes for a building floor plan that includes stairwells or stair towers is calculated to the inside face of stairwell wall to inside face of stairwell wall on a single floor level only, irrespective of total number of floors served by the stairwell. Similarly, for a building with multiple stairwells, it is the sum of the

total inside face of stairwell wall to inside face of stairwell wall on a single floor level only for all stairwells in the building.

- 30.) State Construction Grant Management System (SCGMS):** The current school construction grant management system used by districts and the OSCG&R for the administration of school construction projects is being replaced with a completely new system. The new system is inherently different than the old SCGMS system. Superintendents and Consultants will need to proactively seek time and training in order to fully understand and utilize the new system. DO NOT underestimate the time required to become accustomed with the new system. Note that SCGMS will shut down to begin the transition at 11:59 PM July 1, 2018. Districts will no longer be able electronically enter and submit applications and payment requests (ED046) after this date. OSCG&R will still be able to process grant payments in July and August, and provide permanent project numbers on applications until August 31, 2018. However, during the implementation period (September 1, 2018 to November 1, 2018) the processing of grant payment will not be available.
- 31.) Temporary (TMP) Numbers on Grant Applications:** Effective 7/1/2018, the OSCG&R will no longer schedule meetings for grant applications with State Project Numbers starting with TMP. Projects must have attained a Permanent project number to schedule a meeting with the Plan Review staff. Conceptual/Schematic Design meetings and Informational meetings with the Grant staff and Plan Review staff may still be scheduled prior to a project attaining a Permanent project number.
- 32.) Temporary Security:** See Security During Construction, Item No. 26 above.
- 33.) Window Film Acknowledgement Letter: FORM SCG-9011** Effective 7/1/2018 the submission of FORM SCG-9011 is required for any project installing window film on **new** glass or glazing. Projects installing window film at existing windows and doors locations in which the warranty period has expired are not subject to the requirements of FORM SCG-9011.
- 34.) Window Film:** Various types of window film is often installed as an after-market product to the original manufacturer's glass and glazing on school construction projects. Window film installations have a number of potentially beneficial characteristics, including contributing to enhanced safety and security, reduced solar heat gain, opacity, and glare elimination. Typically the installation of window film does not present an issue on **existing** glass and glazing. However, the application of after-market film products on **new** glass and glazing can have serious implications relative to manufacturer's warranties. The OSCG&R has developed guidelines regarding the additional documentation that must be provided when applying a third-party manufacturer's film to new windows and doors. Refer to Item No. 33 above.
- a. 100 percent (100%) of the prorated project costs of the repairs, replacement or maintenance work specific to the windows and doors receiving a third-party after-market window film product will be the full responsibility of the town and/or school district unless formally waived by the Commissioner of the Department of Administrative Services.
 - b. Districts are encouraged to discuss SSIC requirements and School Safety measures with their design professionals during the design process, and specify glass and glazing products that consist of integral safety features, rather than installing an after-market safety product for new window and door installations.
- 35.) Window Installation labor costs:** Effective 7/1/2018 the labor cost portion of window installations is eligible for reimbursement.
- 36.) Window Treatments:** Window treatment is classified as blinds, shades, shutters and curtains. The OSCG&R has developed guidelines regarding eligibility of window treatment:
- When:
- a. New or replacement windows (not lites) are part of a construction project
 - b. Existing window treatment is located within the scope of work area and must be modified as the result of eligible construction, and
 - c. Window treatment is defined or noted in the original Ed Spec requirements
- Then:
- New or replacement window treatment shall be considered eligible for review of reimbursement. The window treatment must be an integral part of the project and must be both a reasonable solution and have a reasonable cost (e.g. motorized window treatment should only be used when required due to the height of the installation, weight of the treatment, etc.).

The replacement of existing window treatment due to age and/or wear is a maintenance item and remains ineligible. Note the following:

- Applied window film is not considered widow treatment. Refer to Item No. 34. "Window Film" above.
- Window treatment installed on interior glass and glazing (lites), such as horizontal blinds in offices, media centers or labs remains ineligible for reimbursement.

School Construction Project FORMS:

The following is a list of **NEW** or **REVISED FORMS** posted to the **OSCG&R website** and review is recommended, or submission is required, effective **7/1/2018**.

NEW FORMS:

- 1.) **FORM SCG-3055: CLARIFICATIONS to SCHOOL CONSTRUCTION PROJECT POLICIES.** This document includes both new and revised information. In particular review Item No's: 6, 25 and 30.
- 2.) **FORM SCG-9000: SCHOOL SECURITY and SAFETY PLAN LETTER.** This form is REQUIRED to be submitted prior to, or at the time of, a construction grant application. Failure to obtain the necessary approvals described in FORM SCG-9000 will preclude grant application acceptance.
- 3.) **FORM SCG-9011: WINDOW FILM ACKNOWLEDGEMENT LETTER.** This form is required for projects installing window film on new glass or glazing in windows and doors.

REVISED FORMS:

- 1.) **FORM SCG-053: SITE ANALYSIS for SCHOOL BUILDING PROJECTS.** FORM SCG-053 has been revised and now has greater importance than previously. Contact the OSCG&R if you have questions regarding the completion of this form.
- 2.) **FORM SCG-1049.INST: GRANT APPLICATION SUBMISSION CHECKLIST**
- 3.) **FORM SCG-2000: PUBLIC SCHOOL CONSTRUCTION COST DATABASE (PSCCD) OVERVIEW.** The short version of the instructions for getting started with the PSCCD have been revised.
- 4.) **FORM SCG-3001: CONCEPTUAL/SCHEMATIC DESIGN REVIEW (CR/SDR)**
- 5.) **FORM SCG-3002: DDR CHECKLIST**
- 6.) **FORM SCG-3008: PCR CHECKLIST for FF&E, TECHNOLOGY and PLAY EQUIPMENT**
- 7.) **FORM SCG-3015: FIXTURES, FURNISHINGS & EQUIPMENT (FF&E)**
- 8.) **FORM SCG-3016: TECHNOLOGY EQUIPMENT**
- 9.) **FORM SCG-3029: CODE CONFORMITY CERTIFICATION – FF&E and TECHNOLOGY**
- 10.) **FORM SCG-5003: FLOOD MANAGEMENT CERTIFICATION NOTICE**
- 11.) **FORM SCG-9003: PLAN REVIEW PHASING LETTER**
- 12.) **FORM SCG-9004: SPACE STANDARDS LETTER**
- 13.) **FORM SCG-9008: PCB in CAULK LETTER**

DELETED FORMS:

- 1.) **FORM SCG-2005: COST ESTIMATE for SCHOOL BUILDING PROJECTS.** FORM SCG-2005 has been superseded by FORM SCG-2000, the online (BIZ-NET) PSCCD. Contact Tim O'Brien at 860-713-5882 for Biz-Net access, and the OSCG&R if you have questions regarding the completion of this form.

This document was reissued on 7/5/2018 to correct various numbering discrepancies.