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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

**FIXTURES, FURNISHINGS, & EQUIPMENT (FF&E)**

**FORM SCG-3015**

* Fixtures, Furnishings, and Equipment are eligible for reimbursement only when part of a Major Building Project, a project type “New”, “Renovation”, “Extension”, or “Alteration”.
* Do not use Not Applicable (N/A). Use “None”, “NPS” (Not in Project Scope), or explain condition.
* Submit completed **Pre-Bid Conformance Review (PCR) Checklist** with this completed form.
* Status column (by SCG staff): 🗸 Accepted ⭘ Open Item

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|  | | | | Status |
|  | | Drawings | Specifications |
| 01. | Documentation: Drawings and Specifications |  |  |  |
| 02. | Location plans with items identified and quantified |  |  |  |
| 03. | Product / Item Data Sheet (IDS) of major items |  |  |  |
| 04. | Code Compliance Notes and compliance verification shown on location plans and IDS |  |  |  |
| 05. | Secure / seismic attachment note on plans and IDS for floor-mounted, ceiling-mounted, and wall-mounted items |  |  |  |
| 06. | Room-by-room location list on drawings or as separate document |  |  |  |
| 07. | Identification of extended warranties and service contracts  [Note – extended warranties and service contracts are ineligible for reimbursement] |  |  |  |
| 08. | Workstations, desks, appliances, etc.  For **adults,** both students and staff(Including for persons with disabilities). Provide product data sheets with manufacturer's dimensions of knee and toe clearance (30"w, 27"h, 19"d) and height of tables, counters, and work surfaces (28” to 34" to top) |  |  |  |
| 09. | Workstations, desks, appliances etc.  For **children** (including childrenwith disabilities). Provide product data sheets with manufacturer's dimensions for knee and toe clearance (30"w, 24"h, 19"d) and height of tables, counters, and work surfaces (26” to 30" to top) |  |  |  |
| 10. | Completed **FORM SCG-3029** Code Conformity Certification - FF&E |  |  |  |