



*Serving Government. Serving Virginians.*

**DEPARTMENT OF GENERAL SERVICES**

**BUREAU OF CAPITAL OUTLAY MANAGEMENT**

# **Bureau of Capital Outlay Management**

## **Cost Review**

## **Handout**

**For**

## **Predesign Meetings**

9/8/14



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## Purpose

The purpose of this document is to familiarize users with the various concepts and forms required as part of the Pool Process. Projects funded through a Capital Outlay Project Pool or a Detail Planning for Capital Projects Pool are required to follow these procedures as required by Code of Virginia § 2.2-1516. All forms referenced in this document are available on the BCOM website for download.

# Bureau of Capital Outlay Management

## Pool Funding

This page contains information for agencies regarding the pool funding process and listings of pool-funded projects. For process assistance, please contact the BCOM Cost Reviewer assigned to your agency.

### **The Pool Funding Process:**

#### **PB:**

Each year, agencies enter Capital Budget Requests (CBRs) in the Performance Budgeting System (PB). The Cost Review section of BCOM reviews the submittals and makes a cost recommendation in PB.

#### **POOLS:**

After BCOM reviews the CBRs in PB, Pools are formed based on the group of projects they are to fund. The goal is to "right-size" project budgets to ensure that agencies have enough funds to execute the project and debt is not created that will not be used.

Projects that are selected for funding are included in either a Detailed Planning Pool or a Construction Pool. Detailed Planning Pools provide funds for agencies to develop the design through the end of the Preliminary phase. This amount includes funds to cover architectural and engineering fees, consultant fees, project management fees, as well as other costs. Construction Pools provide funds for implementation of the whole project including; design, construction, and FF&E (furniture, fixtures, and equipment).

### **CAPITAL OUTLAY COST REVIEW PROCESS:**

All Pool Funded projects are subject to the BCOM Cost Review process. This includes a Schematic Cost Review, at which the agency receives feedback from BCOM regarding cost targets. The process also includes a Cost Review at the Preliminary Phase. For projects that are included in a Construction Pool, BCOM makes a cost recommendation to the *Six-Year Capital Outlay Plan Advisory Committee (6-PAC) established pursuant to § 2.2-1516*. at the end of the Preliminary Phase. The 6-PAC then authorizes construction funding for the project. This process ensures that the pools remain solvent to provide funds for all intended projects.

### **OTHER COST SERVICES:**

BCOM also provides general cost assistance to agencies upon request. In addition to posting the Cost Database Summary on the BCOM website, the Cost Review section of BCOM will query the database for construction and project costs for a particular building type and provide **5** to you in Excel or PDF format.

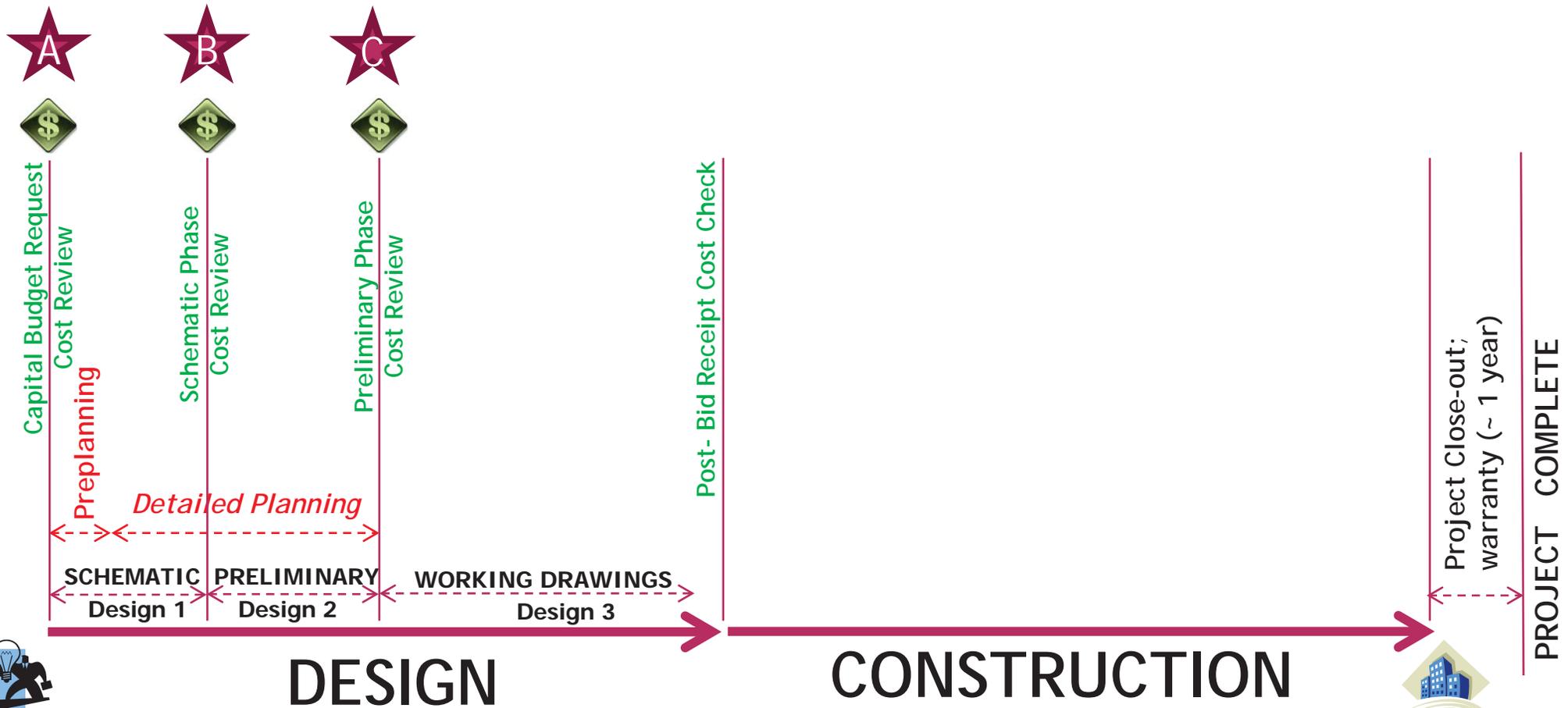
## LIFE OF A TYPICAL CAPITAL PROJECT THROUGH THE POOL PROCESS

1. **CBR:** Agency makes a Capital Budget Request (CBR) in the Performance Budgeting System (PB). Use Form [CR-3](#).
2. **Preplanning Pool Phase:** Project is included in a Preplanning Pool and receives an amount of funds appropriate to develop the project through the Preplanning Phase.
  - a. Agency develops the project through the Preplanning Phase.
3. **CBR:** Agency re-enters the project in PB with the added detail of the Preplanning Study as a PDF attachment.
4. **Detailed Planning Pool Phase:** Project is included in a Detailed Planning Pool and receives an amount of funds appropriate to develop the project through the Preliminary Phase.
  - a. Agency enters project in Cost Review Process.

### Cost Review Process:

- a. BCOM issues a CBR Verification Report to the agency that includes Design-To Target Costs for all categories of the project.
  - b. Agency submits the Schematic Cost Review submittal (Project Narrative, Drawings, [A/E Cost Estimate](#), Form [CR-2](#))
  - c. BCOM reviews the cost and issues a Schematic Cost Review Report to the agency.
  - d. Agency submits the Preliminary Cost Review submittal (Project Narrative, Drawings, [A/E Cost Estimate](#), [Independent Cost Estimate](#), [VE](#), and Form [CR-2](#))
  - e. BCOM makes a recommendation to the 6-PAC.
  - f. The 6-PAC authorizes funding.
  - g. BCOM issues a Funding Report to the agency contingent upon the project being included in a Construction Pool. The Funding Report indicates the amount of funding authorized by the 6-PAC and provides instructions to the agency on filling out the CO-2.
5. **CBR:** Agency re-enters the project in PB with the added detail of the Detailed Planning Phase and includes Funding Report as a PDF attachment.
  6. **Construction Pool Phase:** Project is included in a Construction Pool.
    - a. Agency submits a CO-2 for the amounts identified in the Funding Report.
- If Detailed Planning Pool Phase is skipped, project will follow the Cost Review Process inside the Construction Pool Phase.

# COST REVIEW SUBMISSION MILESTONES

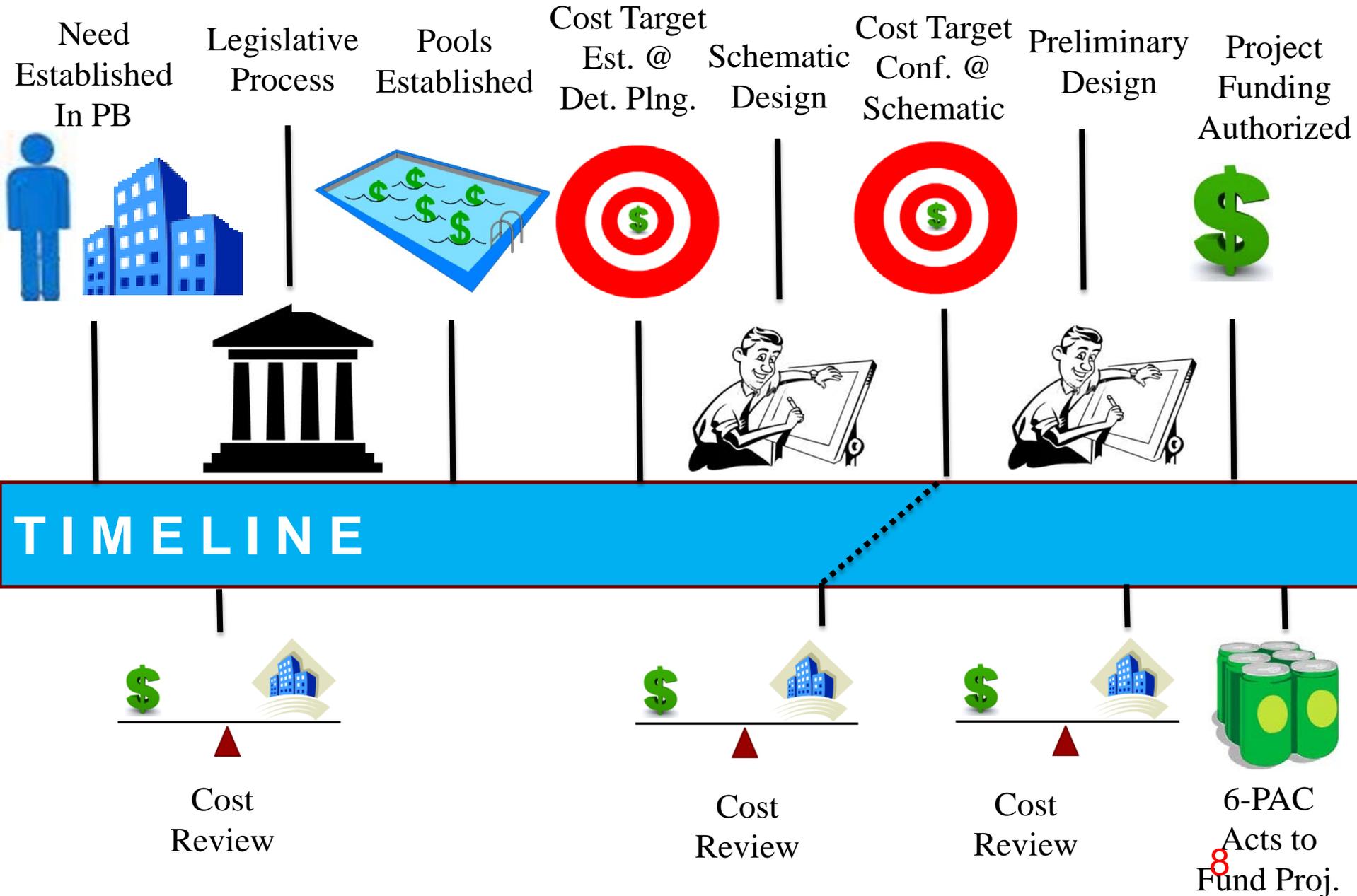


**A Capital Budget Request (CBR) Phase:** Agency enters CBR's in the Performance Budgeting (PB) System. Projects that are selected to be included in a Pool will receive a CBR Verification Report with design-to target amounts as well as the amount approved for Detailed Planning.

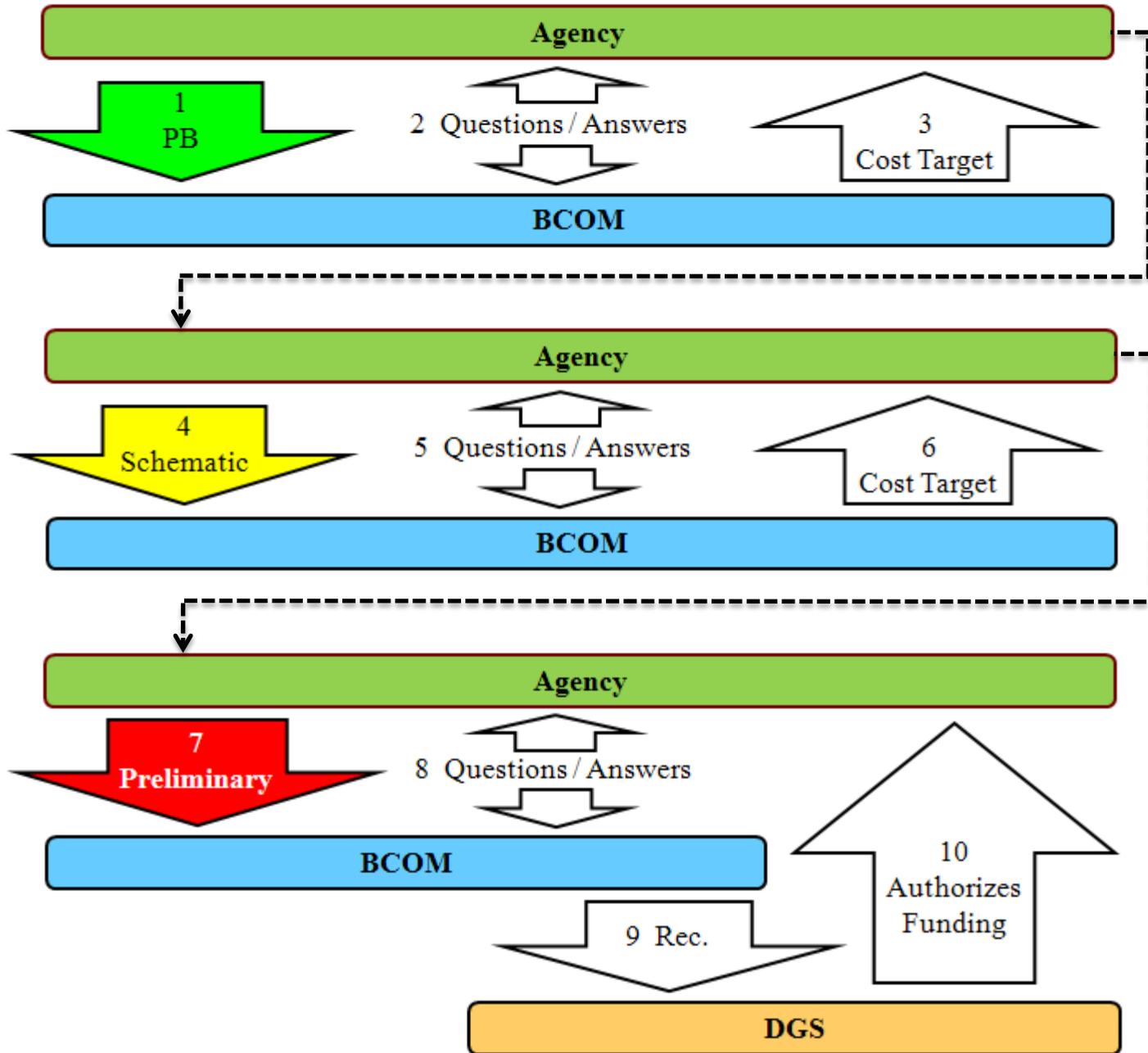
**B Schematic Phase:** Agency submits project for Schematic Cost Review. Upon completion of the Cost Review, agency receives a Schematic Cost Report from BCOM which will confirm and refine the design-to target amounts provided to the agency at the CBR Verification Phase.

**C Preliminary Phase:** Agency submits project for Preliminary Cost Review. Upon completion of the Preliminary Cost Review, the project is recommended for funding by DGS to the Six-Year Capital Outlay Advisory Committee (6-PAC).

# Pool Funding Timeline



# Pool Project Funding Process

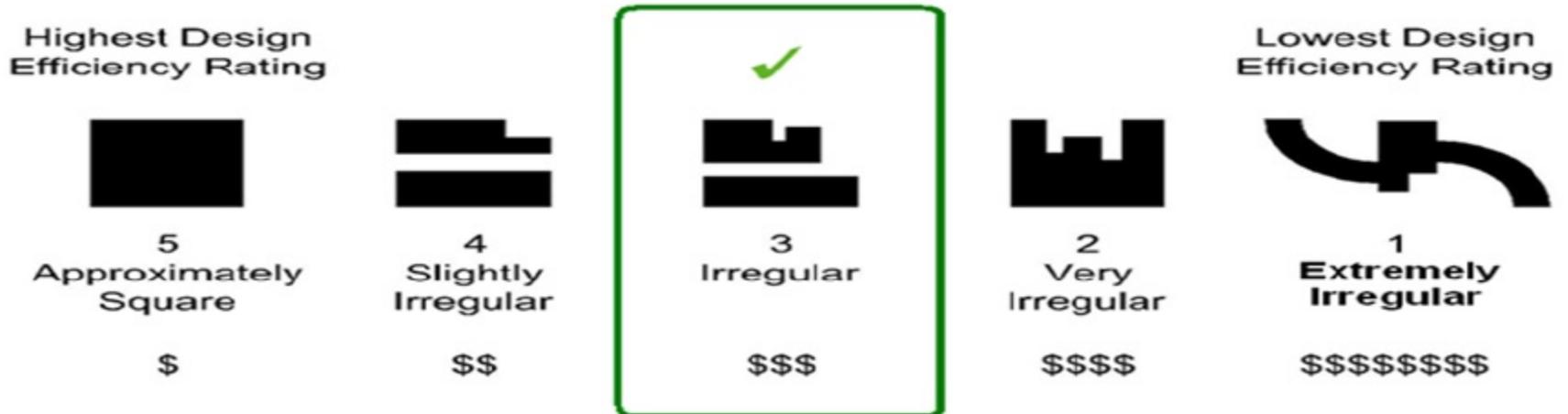


# Design Efficiency Rating

A summary of the Virginia Building Construction Cost Database is located on BCOM's web site and contains average construction costs (Equal to a Design Efficiency Rating of 3) for various building types. Project costs that differ significantly from the amounts in the database require justification for the variance in the Project Narrative.

The intent of the Pool Process is to encourage the best balance between design and cost.

## Design Efficiency Rating:



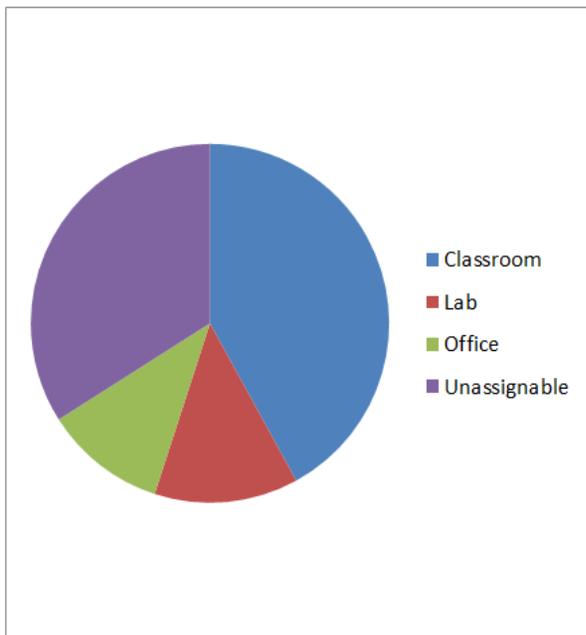
# What does the Cost Reviewer check for?

– Legislative intent:

- Consistent scope and extent?

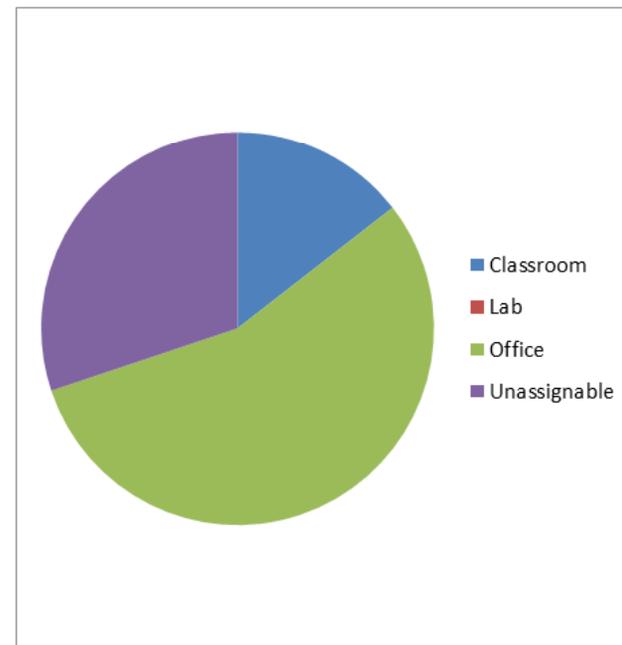
## Project At CBR Phase

Description of Space	SF	\$/SF	Cost
Classroom	42,000	\$298	\$12,516,000
Lab	13,000	\$422	\$5,486,000
Office	11,000	\$232	\$2,552,000
Unassignable	34,000	\$300	\$10,200,000
<b>Total Sq. Ft.</b>	<b>100,000</b>		<b>\$30,754,000</b>
Building Efficiency Ratio	66%		

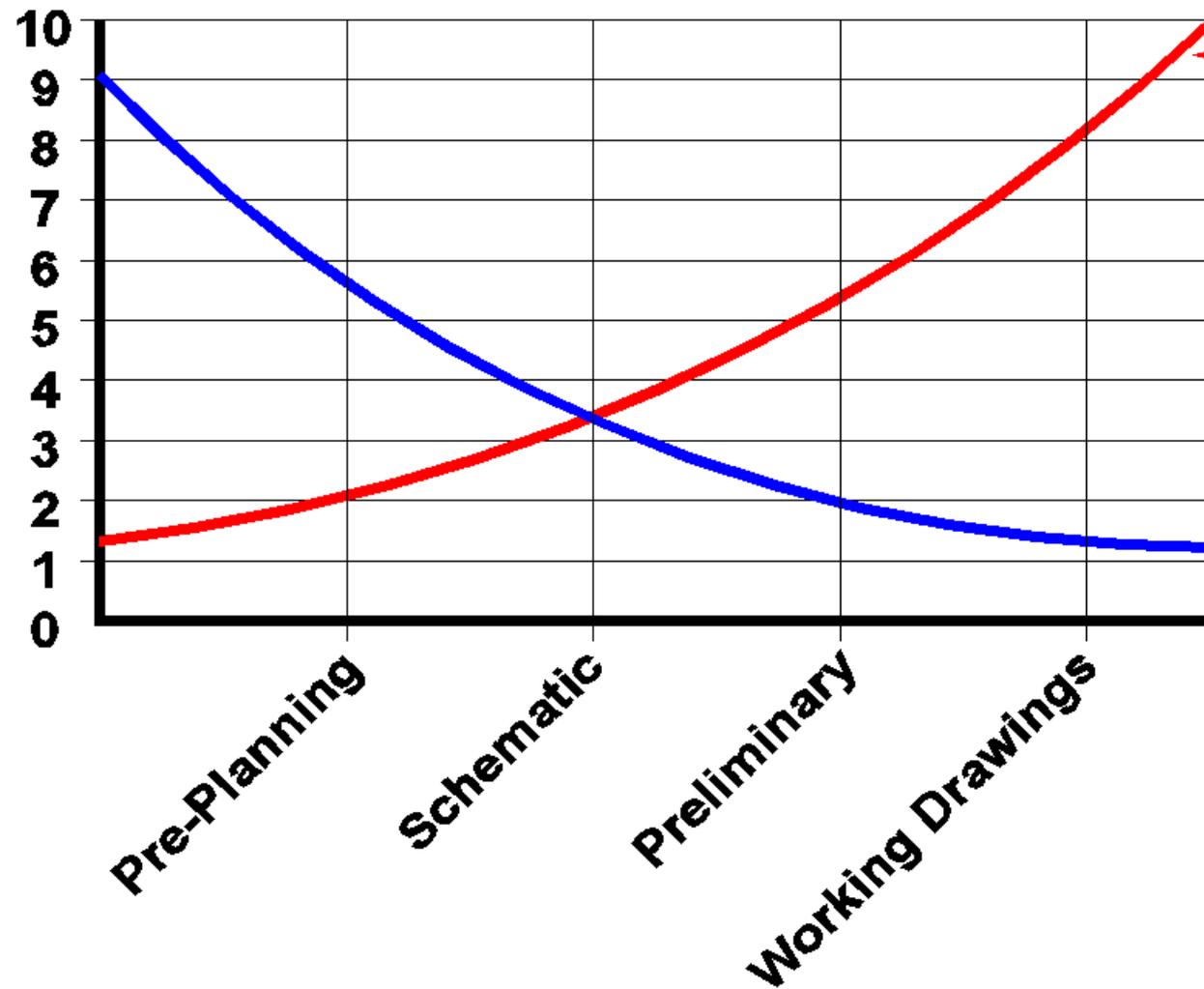
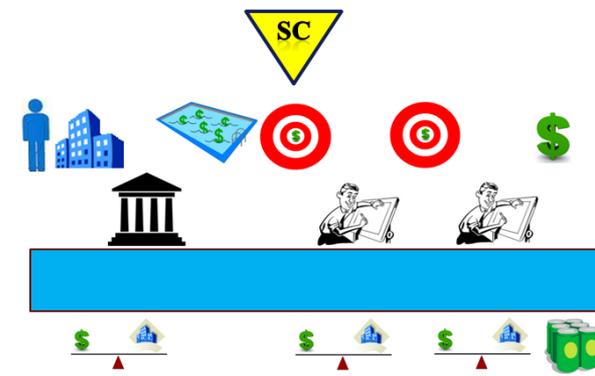


## Project At Schematic Phase

Description of Space	SF	\$/SF	Cost
Classroom	17,000	\$298	\$5,066,000
Lab	0	\$422	\$0
Office	65,000	\$232	\$15,080,000
Unassignable	35,360	\$300	\$10,608,000
<b>Total Sq. Ft.</b>	<b>117,360</b>		<b>\$30,754,000</b>
Building Efficiency Ratio	70%		



# IMPORTANCE OF SCHEMATIC COST REVIEW



**Cost of Change**

**Ability to Influence Cost**

**ASTM Uniformat II Classification Standard:**

Extracted, with permission, from ASTM E1557-09 Standard Classification for Building Elements and Related Sitework-UNIFORMAT II, copyright ASTM International, 100 Barr Harbor Drive, West Conshohocken, PA 19428. A copy of the complete standard may be obtained from ASTM International, [www.astm.org](http://www.astm.org).

( [Click here to visit astm.org](#) )

Level I	Level II	Level III
A Substructure	A10 Foundations	A1010 Standard Foundations A1020 Special Foundations A1030 Slab on Grade
	A20 Basement Construction	A2010 Basement Excavation A2020 Basement Walls
B Shell	B10 Superstructure	B1010 Floor Construction B1020 Roof Construction
	B20 Exterior Enclosure	B2010 Exterior Walls B2020 Exterior Windows B2030 Exterior Doors
	B30 Roofing	B3010 Roof Coverings B3020 Roof Openings
C Interiors	C10 Interior Construction	C1010 Partitions C1020 Interior Doors C1030 Fittings
	C20 Stairs	C2010 Stair Construction C2020 Stair Finishes
	C30 Interior Finishes	C3010 Wall Finishes C3020 Floor Finishes C3030 Ceiling Finishes
D Services	D10 Conveying	D1010 Elevators & Lifts D1020 Escalators & Moving Walks D1090 Other Conveying Systems
	D20 Plumbing	D2010 Plumbing Fixtures D2020 Domestic Water Distribution D2030 Sanitary Waste D2040 Rain Water Drainage D2090 Other Plumbing Systems
	D30 HVAC	D3010 Energy Supply D3020 Heat Generating Systems D3030 Cooling Generating Systems D3040 Distribution Systems D3050 Terminal & Package Units D3060 Controls & Instrumentation D3070 System Testing & Balancing D3090 Other HVAC Systems & Equipment
	D40 Fire Protection	D4010 Sprinklers D4020 Standpipes D4030 Fire Protection Specialties D4090 Other Fire Protection Systems
	D50 Electrical	D5010 Electrical Service & Distribution D5020 Lighting and Branch Wiring D5030 Communications & Security D5090 Other Electrical Systems
E Equipment & Furnishings	E10 Equipment	E1010 Commercial Equipment E1020 Institutional Equipment E1030 Vehicular Equipment E1090 Other Equipment
	E20 Furnishings	E2010 Fixed Furnishings E2020 Movable Furnishings
F Special Construction & Demolition	F10 Special Construction	F1010 Special Structures F1020 Integrated Construction F1030 Special Construction Systems F1040 Special Facilities F1050 Special Controls and Instrumentation
	F20 Selective Building Demolition	F2010 Building Elements Demolition F2020 Hazardous Components Abatement

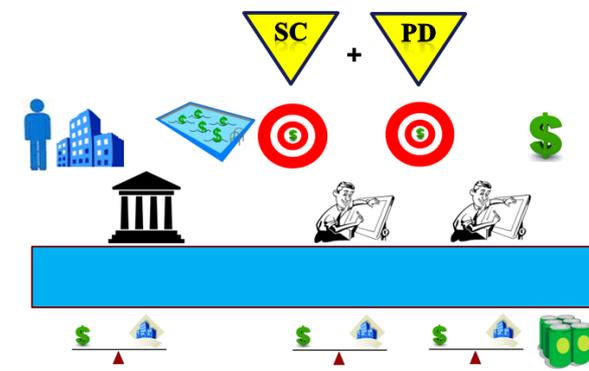
G Sitework & Utilities	G10 Site Preparation	G1010 Site Clearing
		G1020 Site Demolition and Relocations
		G1030 Site Earthwork
		G1040 Hazardous Waste Removal
	G20 Site Improvements	G2010 Roadways
		G2020 Parking Lots
		G2030 Pedestrian Paving
		G2040 Site Development
		G2050 Landscaping
	G30 Site Mechanical Utilities	G3010 Water Supply
		G3020 Sanitary Sewer
		G3030 Storm Sewer
		G3040 Heating Distribution
		G3050 Cooling Distribution
		G3060 Fuel Distribution
	G40 Site Electrical Utilities	G3090 Other Site Mechanical Utilities
		G4010 Electrical Distribution
		G4020 Site Lighting
		G4030 Site Communications & Security
	G90 Other Site Construction	G4090 Other Site Electrical Utilities
G9010 Services and Pedestrian Tunnels		
G9090 Other Site Systems & Equipment		
Z Gen'l. Cond. / OH&P	Z Gen'l. Cond. / OH&P	Z0000 General Conditions / Gen'l Requirements, OH & P

The last entry above is not part of the referenced ASTM Uniformat II classification standard.



# Form DGS-30-224 (BCS)

## Example of Uniformat II Cost-Structure



### LEVEL I COST SUMMARY

Building Element	Cost	Cost *	As % of Building Cost *	Cost Per Gross Sq. Ft.	Cost Per Gross Sq. Ft. *
A Substructure	\$ 600,000	\$ 648,598	3.8%	\$ 5.71	\$ 6.18
B Shell	\$ 3,200,000	\$ 3,459,190	20.3%	\$ 30.48	\$ 32.94
C Interiors	\$ 4,200,000	\$ 4,540,187	26.7%	\$ 40.00	\$ 43.24
D Services	\$ 6,900,000	\$ 7,458,879	43.9%	\$ 65.71	\$ 71.04
E Equipment & Furnishings	\$ 600,000	\$ 648,598	3.8%	\$ 5.71	\$ 6.18
F Special Construction & Demolition	\$ 235,000	\$ 254,034	1.5%	\$ 2.24	\$ 2.42
<b>SUBTOTAL BUILDING COST</b>	<b>\$ 15,735,000</b>	<b>\$ 17,009,486</b>	<b>100.0%</b>	<b>\$ 149.86</b>	<b>\$ 162.00</b>
G Sitework & Utilities	\$ 315,000	\$ 340,514	2.0%	\$ 3.00	\$ 3.24
Z General Requirements and OH&P	\$ 1,300,000	incl'd above		\$ 12.38	incl'd above
<b>TOTAL CONSTRUCTION COST</b>	<b>\$ 17,350,000</b>	<b>\$ 17,350,000</b>		<b>\$ 165.24</b>	<b>\$ 165.24</b>

\* - Includes prorata share of General Requirements and OH&P.

- A – G are expanded in the form to allow for more detail.

(Rev. 05/13)

**Project Code:** 999-99999-999  
**Institution/Agency:** ABC University  
**Project Title:** XYZ Project  
**Project Location:** Anytown, Virginia  
**Architect/Engineer:** JKL Architect/Engineers  
**Cost Consultant:** PQR Cost Consultants

**Date Estimate Prepared:** 7/1/2010

**For questions regarding this estimate, contact:**

Name: Tom Smith  
 Phone: (804) 999-9999  
 E-mail: [TomSmith@PQR.com](mailto:TomSmith@PQR.com)

**Stage of Design**  
 Conceptual/Preplanning  
 Schematic Design  
 Preliminary Design  
 Working Drawings  
 Other (describe)

**Type of Estimate**  
 A/E's Estimate  
 Owner's Independent Estimate  
**Prepared By**  
 A/E  
 Cost Consultant

**Assumed Bid Date:** 9/1/2010  
**Escalation incl'd at:** 3 % per annum  
**Project Gross Area** (gross square feet):  
 New Construction Area 100,000  
 Renovated Area 5,000  
**TOTAL GROSS AREA 105,000**

**LEVEL II COST SUMMARY**

Building Element	Cost	Key Quantity	Unit of Measurement	Cost Per Key Quantity Unit	Cost Per Gross Sq. Ft.
A10 Foundations	\$ 400,000	33,333	SF	\$ 12.00	\$ 3.81
A20 Basement Construction	\$ 200,000	10,000	SF	\$ 20.00	\$ 1.90
B10 Superstructure	\$ 2,000,000	105,000	SF	\$ 19.05	\$ 19.05
B20 Exterior Enclosure	\$ 1,000,000	22,000	SF	\$ 45.45	\$ 9.52
B30 Roofing	\$ 200,000	34,000	SF	\$ 5.88	\$ 1.90
C10 Interior Construction	\$ 2,000,000	105,000	SF	\$ 19.05	\$ 19.05
C20 Stairs	\$ 200,000	120	EA	\$ 1,666.67	\$ 1.90
C30 Interior Finishes	\$ 2,000,000	105,000	SF	\$ 19.05	\$ 19.05
D10 Conveying	\$ 800,000	4	EA	\$ 200,000.00	\$ 7.62
D20 Plumbing	\$ 400,000	100	EA	\$ 4,000.00	\$ 3.81
D30 HVAC	\$ 3,000,000	1,000	TONS	\$ 3,000.00	\$ 28.57
D40 Fire Protection	\$ 700,000	100,000	SF	\$ 7.00	\$ 6.67
D50 Electrical	\$ 2,000,000	105,000	SF	\$ 19.05	\$ 19.05
E10 Equipment	\$ 600,000	105,000	SF	\$ 5.71	\$ 5.71
E20 Furnishings	\$ -	105,000	SF	\$ -	\$ -
F10 Special Construction	\$ 200,000	105,000	SF	\$ 1.90	\$ 1.90
F20 Selective Building Demolition	\$ 35,000	5,000	SF	\$ 7.00	\$ 0.33
G10 Site Preparation	\$ 100,000	4,000	SY	\$ 25.00	\$ 0.95
G20 Site Improvements	\$ 100,000	4,000	SY	\$ 25.00	\$ 0.95
G30 Site Mechanical Utilities	\$ 50,000	200	LF	\$ 250.00	\$ 0.48
G40 Site Electrical Utilities	\$ 25,000	250	LF	\$ 100.00	\$ 0.24
G90 Other Site Construction	\$ 40,000	2,000	SY	\$ 20.00	\$ 0.38
Z General Requirements and OH&P	\$ 1,300,000	( This value equates to 8.1% of total other costs listed above. )			\$ 12.38
<b>TOTAL CONSTRUCTION COST</b>	<b>\$ 17,350,000</b>				<b>\$ 165.24</b>

**LEVEL I COST SUMMARY**

Building Element	Cost	Cost *	As % of Building Cost *	Cost Per Gross Sq. Ft.	Cost Per Gross Sq. Ft. *
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<b>TOTAL CONSTRUCTION COST</b>	<b>\$ 17,350,000</b>	<b>\$ 17,350,000</b>		<b>\$ 165.24</b>	<b>\$ 165.24</b>

\* - Includes prorata share of General Requirements and OH&P.

**OVERALL SUMMARY**

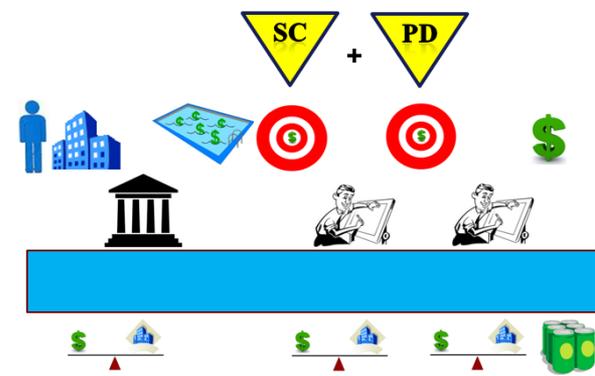
(for output to CR-2)

<b>Building</b>	<b>\$ 17,008,975</b>	<b>161.99</b>
<b>Sitework</b>	<b>\$ 341,025</b>	<b>3.25</b>

**REMARKS:**

Enter any clarifying remarks here.

# Uniformat Estimating Spreadsheet



<http://www.uniformat.com/index.php/component/hikashop/product/1-astm-e1557-uniformat-ii-excel-elemental-estimating-spreadsheet->



## ASTM E1557 UNIFORMAT II Excel Elemental Estimating Spreadsheet

\$99.95 each



1

## CR-3 Project Planner Instructions

### Introduction:

The CR-3 (Project Planner) workbook contains three tools for preparing order-of-magnitude cost estimates during the project planning phase:

- [1\) Comps](#) (Comparabarable Projects Blended Estimate )
- [2\) OME1](#) ( Detail Level 1 Order of Magnitude Estimate )
- [3\) OME2](#) ( Detail Level 2 Order of Magnitude Estimate )

These tools are intended to make the project planning process easier and more consistent. While the workbook contains three standalone tools, the user should select the one that is most appropriate for preparing and summarizing their initial project estimate. Tabs may be copied to detail each phase or building for the overall project.

Yellow data entry cell      Pink cells are pull-downs.

Options for the Renovation Extent pull-downs are as follows:

RENOVATION EXTENT LEGEND:
Ren-L: Less Than 1/4 of Item Replaced or Refurbished
Ren-M: Less Than 1/3 of Item Replaced or Refurbished
Ren-H: Less Than 1/2 of Item Replaced or Refurbished
New: New or Replaced Item

### Selecting the Appropriate Tool:

The **Comps** tool is recommended when the estimate is derived from the actual cost of an existing building or buildings.

While it provides the least detail about the breakdown of construction costs, it is the quickest and simplest to use.

The **OME1** tool is recommended when developing the estimate from cost reference guides, such as Means, Marshall & Swift, and other industry publications. Costs are summarized using the Level 1 Uniformat II standard (i.e., 7 key building and site categories).

For more information on Uniformat II, see: [Uniformat II >>](#)

The **OME2** tool is the same as the Level 1 tool, except costs are summarized according to the Level 2 Uniformat II standard (i.e., 17 key building categories and 5 key sitework & utility categories).

## **GENERAL**

- This form will NOT be processed as a CO-4 or as a CO-5.  
It is intended only to communicate the funding and requested budget to the Cost Review section of BCOM.
- Provide information in yellow cells on the following tabs:
  - Project Data
  - Funding
  - Budget

## **DATA ENTRY INSTRUCTIONS**

- Data fields typically entered by Agencies are highlighted in yellow. 
- Data fields typically entered by BCOM or DPB are highlighted in blue. 
- Cells highlighted in pink with "Specify" message require data entry on the appropriate tab. I.E.: Funding info on Funding tab. 
- Use the tab key to move forward to the next fillable field. |----->
- Use the shift-tab to move backwards to the previous fillable field. <-----|
- Some fields have "drop-down" selection arrows on the right side of the field. For these types of fields, click on the arrow, then select an appropriate choice from the list.
- When complete, save the file and e-mail it to: [capout@dgs.virginia.gov](mailto:capout@dgs.virginia.gov)

## Basic Instructions on Using these Tools

### 1) Comps Estimate:

- a) The Proposed Project section is information about the proposed project.

Enter Basic Project Information:

- Project location (city in Virginia)
- Construction Contract Award Date (the anticipated construction contract award date)
- [HCI](#) ( Historical Cost Index ) for proposed project requires you to refer to the HCI tab to identify the HCI value for the proposed project.  
HCI values only extend to the current date.

The escalation section will escalate the project past the current date based on the construction start date entered above.

- b) The Comparable Project Scope section is information about up to three comparable projects that the project is based on.

Key quantity in this section is utilized when projects in which gross square foot (GSF) is not as ideal in describing the scope of the project as other attributes such as beds, cells, or parking spaces.

- c) The Comparable Project Cost section is also information about the three comparable projects that the project is based on. Enter the total cost of the comp (not per GSF).

The hyperlink in this section provides a link to the Virginia Building Construction Cost Database (VBCCD). Agency may utilize information from the [VBCCD](#) or other sources. The VBCCD is created and maintained by BCOM and consists mostly of capital projects in Virginia.

[Tradelin](#) is another source for comps.

Agency may also request a BITS query from BCOM of a particular building type.

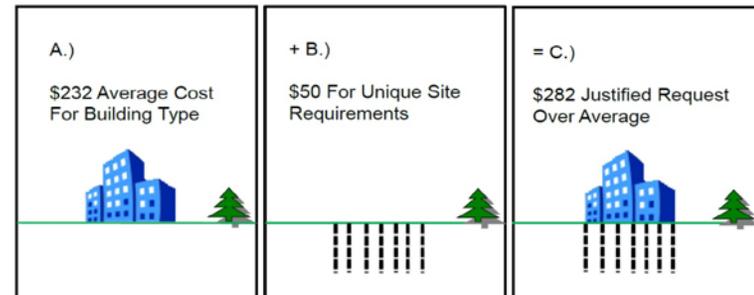
- d) The Bring Comp to New Location and Current Date section requires data from the HCI tab for each comp.

Look up the HCI based on the year and location when the comp was built.

- e) The Modifications to Comparable Project per GSF section: List what modifications would be necessary to make the comp equivalent to the proposed project.

The amounts in this section could be positive or negative.

The basic concept of modifications to a comp is demonstrated by the following diagram:



**2) OME1 Estimate:**

a) General Information:

Building Name or Phase Number: Enter building name or phase number for the proposed project.  
 Group(s): Enter Group(s) per Virginia Construction Code for the proposed project.  
 Construction Type: Enter Construction Type per Virginia Construction Code for the proposed project.  
 Square Foot (this bldg./phase): Enter square foot per [CPSM](#)

b) Description: Describe the work and existing conditions using pull-downs and comments.

UNIFORMAT CATEGORY	SQ. FT. >	DESCRIPTION		Extent	Ori
		NEW	RENOVATION		
		40,000	10,000		
<b>Building</b>					
A Substructure		Spread Footings			
B Shell		Brick			
		Curtain Wall			
C Interiors		Custom Grade			
			Custom Grade	Ren - H	

c) Cost section: Identify the original cost and any cost adjustments that may deviate from the reference being used for cost info.

Extent	COST		
	Original Cost	Cost Adjustments	Adjusted Total Cost
	\$325,000		\$325,000
			\$0
			\$0
	\$615,000		\$615,000
	\$810,000	\$100,000	\$910,000
			\$0
	\$1,000,000		\$1,000,000
Ren - H	\$1,150,000	\$525,000	\$1,675,000
			\$0

The source of the original costs may be from a national reference standard such as RS Means. Insert those costs in the Original Cost column. Use the Cost Adjustments column to make adjustments from the original reference either up or down. The Adjusted Total Cost column will reflect the original cost with cost adjustments. Use the comments section to provide additional details about the particular costs in that line.

**3) OME2 Estimate:**

The OME2 Estimate tab functions the same way that the OME1 Estimate tab does except that instead of having only seven categories of Uniformat detail, it has twenty two.

**AGENCY INFORMATION**

Institution / Agency:	Commonwealth of Virginia University
Project Name:	Charlottesville Hall
Prepared by: (name)	Joe Smith
(phone)	804-123-4567
(email)	
Date prepared:	4/16/14

**PROPOSED PROJECT**

Project location (city):	Richmond
Start of construction:	4/16/15
Length of construction period in months:	24.0
Date of mid-point of construction:	4/14/16
Project GSF:	100,000
Escalation Rate:	3.0%
<a href="#">HCI for proposed project:</a>	176.4

**COMPARABLE PROJECT**

- a. Project title:
- b. Owner:
- c. Project location:
- d. Construction contract award date:

Comparative Project		
#1	#2	#3

Norfolk Hall	Arlington Hall	Roanoke Hall
ABC College	XYZ College	123 College
Norfolk	Arlington	Roanoke
	1/1/05	2/1/06
		3/1/09

**COMPARABLE PROJECT SCOPE**

- e. Gross area (GSF):
- f. Key quantity (i.e.; # of beds, cells, spaces, etc.):
- g. Comments:

	80,000	95,000	72,000
	1	1	1

**COMPARABLE PROJECT COST (or Database average)**

[VBCCD \(database\)](#)

- h. Total construction contract award amount:
- i. Sitework & utilities amount (if not included above):
- j. Subtotal per GSF:

Enter total amount	Enter total amount	Enter total amount
\$16,000,000	\$21,200,000	\$17,500,000
\$1,600,000	\$2,350,000	\$2,800,000
\$220.00	\$247.89	\$281.94

**BRING COMP TO NEW LOCATION AND CURRENT DATE**

- k. [HCI for comp \(see tab\):](#)
- l. Subtotal per GSF, adjusted for escalation and location to today:

	124.4	146.2	155.6
	\$311.96	\$299.10	\$319.63

**MODIFICATIONS TO COMPARABLE PROJECT PER GSF**

Itemize modifications (plus or minus) to the comparative project's sitework, utilities, or building construction cost to make it comparable in scope, complexity, etc. to the proposed project.

	Description:	Enter amount per GSF	Enter amount per GSF	Enter amount per GSF
m1. Modification #1:	Add backup generator	\$1.25	\$1.25	included in this comp
m2. Modification #2:				
m3. Modification #3:				
m4. Modification #4:				

**SUB-TOTAL OF COMP WITH MODIFICATIONS, NEW LOCATION, AND CURRENT DATE**

	\$313.21	\$300.35	\$319.63
--	----------	----------	----------

**ESCALATION OF COMP AND MODIFICATIONS**

- n. Escalation (per GSF) to bid date:
- o. Escalation (per GSF) to mid-construction:

	\$12.15	\$11.65	\$12.40
	\$21.91	\$21.01	\$22.36

**TOTALS**

p. Total comparative cost per GSF at bid date:		\$325.36	\$312.00	\$332.03
q. Average of all comps per GSF to bid date:	\$323.13			
r. Total comparative cost per GSF at mid-construction:		\$335.12	\$321.36	\$341.99
s. Average of all comps per GSF to mid-construction:	\$332.82			

Virginia				
Alex- andria	Newport News	Norfolk	Richmond	Roanoke
190.5	174.4	175.7	176.4	173.5
185.0	170.0	171.5	170.7	168.3
182.4	168.3	169.7	169.4	166.4
174.5	159.8	161.1	159.0	154.2
170.9	156.7	158.0	156.6	151.8
172.5	160.0	161.9	160.7	155.6
161.8	150.8	150.8	150.9	145.9
155.0	146.2	146.1	147.3	142.9
146.2	133.7	134.6	134.8	129.7
136.5	123.5	124.4	125.4	112.2
121.5	108.9	110.2	110.9	99.7
119.5	104.8	106.2	108.6	97.0
115.1	102.9	104.1	106.6	95.2
110.8	99.8	100.3	102.9	92.1
108.1	96.5	97.6	100.2	90.7
106.1	95.6	96.5	98.8	89.8
104.1	93.7	93.9	97.0	88.3
184	185	186	187	188

From RSMeans Construction Cost Indexes, January 2014.  
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 781-422-5000; All rights reserved.

Institution / Agency  
 Project Name:  
 Group(s)  
 Construction Type  
 Bid Date:  
 Escalation Included at:

Commonwealth of Virginia University	
Charlottesville Hall	
B	A-2
3-A	
4/16/14	
3.0%	% per annum

**PROJECT PLANNER**  
 ( OME1 )

<b>Project Location:</b>	College Town, Virginia
<b>Prepared by: (name)</b>	Joe Smith
<b>(phone)</b>	804-123-4567
<b>(email)</b>	
<b>Date prepared:</b>	4/16/14
<b>Source of data:</b>	RS Means

UNIFORMAT CATEGORY	SQ. FT. >	DESCRIPTION*			COST			Comments
		NEW	RENOVATION	Extent	Original Cost	Cost Adjustments	Adjusted Total Cost	
<b>Building</b>		50,000	50,000					
A Substructure		Spread Footings			\$252,500		\$252,500	
		Piles				\$600,000	\$600,000	
			Helical Piles			\$50,000	\$50,000	
							\$0	
B Shell		Brick			\$1,382,000		\$1,382,000	
			Brick	Ren - M	\$862,400		\$862,400	
							\$0	
							\$0	
C Interiors		Standard Grade			\$1,910,500		\$1,910,500	
			Standard Grade	Ren - H	\$1,763,000		\$1,763,000	
							\$0	
							\$0	
D Services		Chiller(s)/Boilers			\$4,942,000		\$4,942,000	
			Chiller(s)/Boilers	Ren - H	\$3,650,000		\$3,650,000	
							\$0	
							\$0	
E Equipment & Furnishings					\$0		\$0	
							\$0	
							\$0	
							\$0	
F Special Construction & Demolition			Demolition	Ren - H	\$150,000		\$150,000	
							\$0	
							\$0	
<b>Site</b>								
G. Sitework & Utilities		Sitework & Utilities			\$700,000		\$700,000	
			Utilities		\$150,000		\$150,000	
							\$0	
Soil Conditions			Other – See Comments			\$75,000	\$75,000	Contaminated soil removal at SW corner of building
New Parking Spaces		100 Space Parking Lot			\$300,000		\$300,000	
Other Distinguishing Features							\$0	
Z Gen'l. Cond. / OH&P (if not already included in the categories above):					\$1,773,000		\$1,773,000	
<b>Total</b>							<b>\$18,560,400</b>	

(Z) The last entry above is not part of the referenced ASTM Uniformat II classification standard.

\$185.60 PSF

\* The descriptions included in this order of magnitude estimate are preliminary assumptions only and are not intended to describe the legislative intent. Legislative intent is documented in the PB description of the project.

Extracted, with permission, from ASTM E1557-09 Standard Classification for Building Elements and Related Sitework-UNIFORMAT II, copyright ASTM International, 100 Barr Harbor Drive, West Conshohocken, PA 19428. A copy of the complete standard may be obtained from ASTM International, www.astm.org.

<b>RENOVATION EXTENT LEGEND:</b>
Ren-L: Less Than 1/4 of Item Replaced or Refurbished
Ren-M: Less Than 1/3 of Item Replaced or Refurbished
Ren-H: Less Than 1/2 of Item Replaced or Refurbished
New: New or Replaced Item

( [Click here to visit astm.org](http://www.astm.org) )

Commonwealth of Virginia University	
Charlottesville Hall	
B	A-2
3-A	
4/16/14	
3.0%	% per annum

<b>Project Location:</b>	College Town, Virginia
<b>Prepared by: (name)</b>	Joe Smith
<b>(phone)</b>	804-123-4567
<b>(email)</b>	
<b>Date prepared:</b>	4/16/14
<b>Source of data:</b>	RS Means

DESCRIPTION*				COST			Comments
UNIFORMAT CATEGORY	SQ. FT. >	NEW	RENOVATION	Original Cost	Cost Adjustments	Adjusted Total Cost	
		50,000	50,000	Extent			
<b>Building</b>							
<b>A Substructure</b>							
A10 Foundations		Spread Footings			\$166,000		\$166,000
		Piles				\$600,000	\$600,000
		Helical Piles	New			\$50,000	\$50,000
A20 Basement Construction		Concrete Walls			\$86,500		\$86,500
							\$0
							\$0
<b>B Shell</b>							
B10 Superstructure		Steel Frame			\$674,000		\$674,000
			Steel Frame		\$50,000		\$50,000
							\$0
B20 Exterior Enclosure		Brick			\$558,500		\$558,500
			Brick	Ren - M	\$662,900		\$662,900
							\$0
B30 Roofing		Single Ply Membrane			\$149,500		\$149,500
			Single Ply Membrane	New	\$149,500		\$149,500
							\$0
<b>C Interiors</b>							
C10 Interior Construction		Standard Grade			\$971,500		\$971,500
			Standard Grade	Ren - H	\$971,500		\$971,500
							\$0
C20 Stairs		Standard Grade			\$172,500		\$172,500
			Standard Grade	Ren - L	\$25,000		\$25,000
							\$0
C30 Interior Finishes		Standard Grade			\$766,500		\$766,500
			Standard Grade	Ren - H	\$766,500		\$766,500
							\$0
<b>D Services</b>							
D10 Conveying		Holed Hydraulic			\$167,000		\$167,000
			Holed Hydraulic	Ren - M	\$75,000		\$75,000
							\$0
D20 Plumbing		Low Flow Fixtures			\$1,108,500		\$1,108,500
			Low Flow Fixtures	Ren - M	\$500,000		\$500,000
							\$0
D30 HVAC		Chiller(s)/Boilers			\$2,272,500		\$2,272,500
			Chiller(s)/Boilers	Ren - H	\$2,000,000		\$2,000,000
							\$0
D40 Fire Protection		Wet Pipe Sprinkler			\$172,500		\$172,500
			Wet Pipe Sprinkler	Ren - M	\$75,000		\$75,000
							\$0
D50 Electrical		From Utility Provider			\$1,221,500		\$1,221,500
			Emergency Generator	Ren - H	\$1,000,000		\$1,000,000
							\$0

E Equipment & Furnishings							
E10 Equipment				\$0		\$0	
						\$0	
						\$0	
E20 Furnishings				\$0		\$0	
						\$0	
						\$0	
F Special Construction & Demolition							
F10 Special Construction				\$0		\$0	
						\$0	
F20 Selective Building Demolition		Interior Demolition	Ren - H	\$100,000		\$100,000	
		Exterior Demolition	Ren - M	\$50,000		\$50,000	
G. Sitework & Utilities							
G. Sitework & Utilities							
Soil Conditions	Unknown	Other – See Comments			\$75,000	\$75,000	Contaminated soil removal at SW corner of building
New Parking Spaces	100 Parking Space Lot			\$300,000		\$300,000	
G10 Site Preparation	Grading			\$250,000		\$250,000	
						\$0	
G20 Site Improvements	Sidewalk			\$75,000		\$75,000	
		Sidewalks/Ramps	New	\$100,000		\$100,000	
G30 Site Mechanical Utilities	New Fire Service			\$75,000		\$75,000	
	Storm Drainage			\$250,000		\$250,000	
G40 Site Electrical Utilities	New Electrical Service			\$50,000		\$50,000	
		New Electrical Service	New	\$50,000		\$50,000	
G90 Other Site Construction						\$0	
						\$0	
Other Distinguishing Features						\$0	
Z Gen'l. Cond. / OH&P (if not already included in the categories above):				\$1,773,000		\$1,773,000	
(Z) The last entry above is not part of the referenced ASTM Uniformat II classification standard.				<b>Total</b>		\$18,560,400	

\$185.60 PSF

\* The descriptions included in this order of magnitude estimate are preliminary assumptions only and are not intended to describe the legislative intent. Legislative intent is documented in the PB description of the project.

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( [Click here to visit astm.org](http://www.astm.org) )

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Ren-L: Less Than 1/4 of Item Replaced or Refurbished  
 Ren-M: Less Than 1/3 of Item Replaced or Refurbished  
 Ren-H: Less Than 1/2 of Item Replaced or Refurbished  
 New: New or Replaced Item

# VIRGINIA BUILDING CONSTRUCTION COST DATABASE

3/7/14

Groupings of building types are approximate and there is overlap. Prices reflect the average cost per square foot for construction set to Richmond Virginia, January 2014. Prices also include utilities and sitework where applicable.

[BCOM Forms](#)

Not every building type is represented in this database. However, this database is continually being updated and new building types added as needed. Deviation in cost from previous years is a result of market shift, a change in the number of comps making-up the average, or both.

These cost averages from actual projects are intended as a point of reference for State agencies when budgeting new projects. That said, budget costs may vary up or down from these references, depending upon the unique scope, features, site requirements, and other factors which affect every project. Agencies may use the "Comps" tab, in State Form DGS-30-198 CR-2 to add cost modifications to either a comp or from a database such as this to assist in developing a new project budget (see BCOM Forms link to right).

[Pool Funding](#)

Agencies should review the Pool Funding Section on BCOM's website, especially the Substantiating Costs document (see Pool Funding link to right).

	\$/SF BUILDING TYPE
	<b>CHILLER PLANTS:</b>
	\$1,670 <a href="#">Chiller Plants - Equipment Only</a>
	\$6,395 <a href="#">Chiller Plants - incl. Building</a>
	<b>CLASSROOM BUILDINGS:</b>
	\$298 <a href="#">New Classroom Buildings</a>
	\$39 <a href="#">Renovate Classroom Buildings - L</a>
	\$126 <a href="#">Renovate Classroom Buildings - M</a>
	\$156 <a href="#">Renovate Classroom Buildings - H</a>
	\$281 <a href="#">Renovate Classroom Buildings - Historic</a>
	<b>COURTS</b>
	\$321 <a href="#">Ren Court</a>
	<b>DORMITORY</b>
	\$215 <a href="#">New Dormitory</a>
	\$169 <a href="#">Renovate Dormitory - H</a>
	\$208 <a href="#">Renovate Dormitory - Historic</a>
	<b>FOOD</b>
	\$366 <a href="#">New Dining Hall</a>
	\$221 <a href="#">Renovate Dining Hall</a>
	\$270 <a href="#">New Restaurant</a>
	<b>GYM-PHYS-ED BUILDINGS:</b>
	\$299 <a href="#">New Gymnasium</a>
	\$237 <a href="#">Ren. Gymnasium</a>
<b>LABS</b>	<b>DRY LABS: Physics Buildings, Engineering Buildings:</b>
	\$249 <a href="#">New Dry Lab - L</a>
	\$291 <a href="#">New Dry Lab - M</a>
	\$331 <a href="#">New Dry Lab - H</a>
	\$174 <a href="#">Ren. Dry Lab - L</a>
	\$204 <a href="#">Ren. Dry Lab - M</a>
	\$323 <a href="#">Ren. Dry Lab - H</a>
<b>LABS</b>	<b>WET LABS: Chemistry Buildings, Biology Buildings</b>
	\$334 <a href="#">New Wet Lab - M</a>
	\$422 <a href="#">New Wet Lab - H</a>
	\$327 <a href="#">Renovate Wet Lab - H</a>
<b>LABS</b>	<b>RESEARCH LABS:</b>
	\$529 <a href="#">Research Labs</a>
	\$668 <a href="#">Research Lab Additions</a>
	\$498 <a href="#">Research Lab Renovations - H</a>
	<b>LIBRARIES:</b>
	\$281 <a href="#">New Library</a>
	\$125 <a href="#">Ren Library</a>
	\$213 <a href="#">Ren.-Add Library</a>

	<b>MEDICAL</b>
\$456	<a href="#">New Mental Health Facility</a>
\$266	<a href="#">New Mental Health Clinic</a>
\$228	<a href="#">New Clinic</a>
\$183	<a href="#">Ren Medical</a>
	<b>MULTIPURPOSE BUILDINGS:</b>
\$309	<a href="#">New Multipurpose Center</a>
	<b>MUSEUMS</b>
\$316	<a href="#">New Museum</a>
\$101	<a href="#">Ren. Museum</a>
\$76	<a href="#">Museum - Replicas</a>
	<b>OFFICE BUILDINGS:</b>
\$232	<a href="#">New Office Building</a>
\$206	<a href="#">New Small Office Addition</a>
\$193	<a href="#">New/Ren Office 50-50</a>
\$21	<a href="#">Ren. Office - L</a>
\$118	<a href="#">Ren. Office - M</a>
\$233	<a href="#">Ren. Office - H</a>
per car	<b>PARKING</b>
\$3,000	<a href="#">New Parking (surface lots)</a>
	<b>PARKING STRUCTURE</b>
\$64	<a href="#">New Parking Structure</a>
	<b>ROOFING:</b>
\$22	<a href="#">Roof Replacement</a>
	<b>STUDENT CENTERS</b>
\$199	<a href="#">New Student Centers</a>
\$176	<a href="#">Ren Student Centers</a>
	<b>THEATERS:</b>
\$259	<a href="#">New Theater</a>
\$30	<a href="#">Ren. Theater - L</a>
\$95	<a href="#">Ren. Theater - M</a>
\$225	<a href="#">Ren. Theater - H</a>
\$444	<a href="#">Fine Arts Center</a>
\$540	<a href="#">Performing Arts Center</a>
	<b>UNIVERSITY WELCOME CENTERS</b>
\$294	<a href="#">Visitor's Centers</a>
	<b>WWTP:</b>
CALL - (SLIDING SCALE)	<a href="#">WWTP:</a>

<b>LEGEND:</b>		<b>FOR NEW CONSTRUCTION:</b>	<b>FOR RENOVATION:</b>
L	Light	Greater than 25% of the square footage is actual laboratory space (approximately).	Finishes and ceiling
M	Medium	Greater than 33% of the square footage is actual laboratory space (approximately).	Finishes, ceiling, and HVAC dist.
H	Heavy	Greater than 50% of the square footage is actual laboratory space (approximately).	Shell completion, and HVAC replacement

**Wet lab:** A Wet Laboratory is a laboratory space where chemicals, drugs, or other material or biological matter are tested and analyzed requiring water, direct ventilation, and specialized piped utilities.

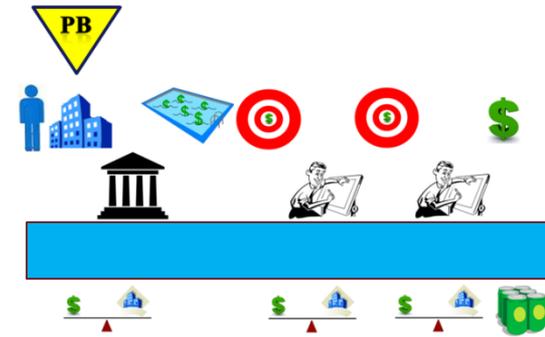
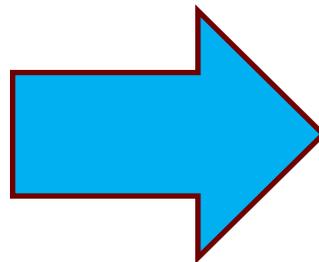
**Chemistry Buildings, Biology Buildings**

**Dry lab:** A Dry Laboratory is a laboratory space that is specific to work with dry materials, electronics, and/or large instruments with few piped services. These labs may require accurate temperature and humidity control, dust control, and clean power.

**Physics Buildings, Engineering Buildings**

# Cost Data Collection

1. Pool Projects utilize GC Pay; a web-based pay-application form processor.
2. GC Pay mirrors Form CO-12 Schedule of Values and Certificate for Payment.
3. Form CO-12 uses Uniformat II cost structure
4. Uniformat II is organized into systems rather than materials.
5. System costs from GC Pay are fed into the Virginia Building Construction Cost Database.



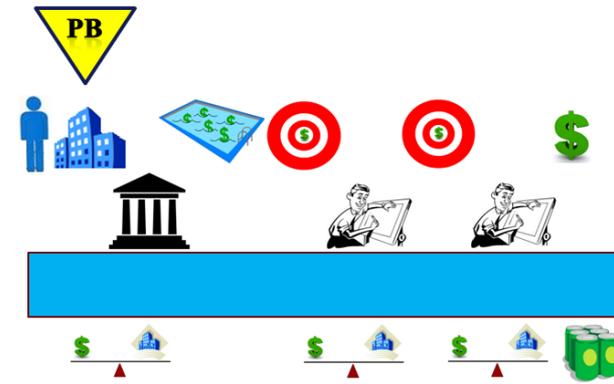
VIRGINIA BUILDING CONSTRUCTION COST DATABASE	
2/1/12	
Groupings of building types are approximate and there is overlap. Prices reflect the average cost per square foot for construction set to Richmond Virginia, January 2012. Prices also include utilities and sitework where applicable.	
Not every building type is represented in this database. However, this database is continually being updated and new building types are added as needed. Deviation in cost from previous years is a result of market shift, a change in the number of comps making-up the average, or both.	
\$/SF BUILDING TYPE	
<b>CLASSROOM BUILDINGS:</b>	
\$232	<a href="#">New CR Bldgs</a>
\$27	<a href="#">Ren - CR - Finishes Only</a>
\$53	<a href="#">Ren - CR - L</a>
\$86	<a href="#">Ren - CR - M</a>
\$120	<a href="#">Ren - CR - H</a>
<b>LABS</b>	
<b>DRY LABS: Physics Buildings, Engineering Buildings:</b>	
\$232	<a href="#">New Dry Labs - L</a>
\$249	<a href="#">New Dry Labs - M</a>
\$280	<a href="#">New Dry Labs - H</a>
\$237	<a href="#">New Dry Lab - Automotive</a>
\$75	<a href="#">Ren Dry Lab - L</a>
\$110	<a href="#">Ren Dry Lab - M</a>
\$168	<a href="#">Ren Dry Lab - H</a>
<b>LABS</b>	
<b>WET LABS: Chemistry Buildings, Biology Buildings</b>	
\$247	<a href="#">New Wet Labs - M</a>
\$350	<a href="#">New Wet Labs - H</a>
\$222	<a href="#">Ren Wet Labs</a>

Some partitions and ceiling  
Some partitions, ceiling, and HVAC dist.  
Shell partitions and HVAC replacement

# Free Databases

- Tradeline:

<http://www.tradelineinc.com/projectprofiles/>



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# TRADELINE

Leading-Edge Resources for Facilities Planning and Management

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[Click Here to Browse the Database by Month/Year](#)

**Owner or project name:**

**Owner:** Any Owner

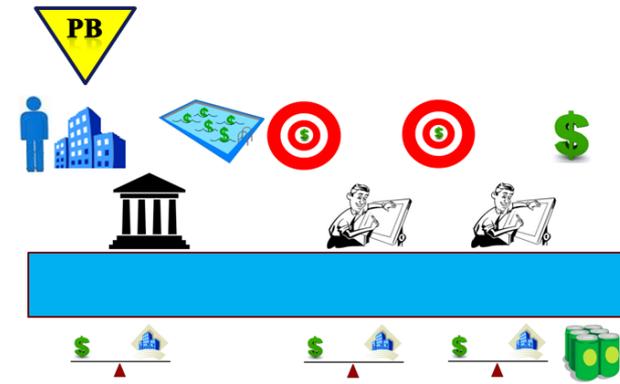
**Project Type:** Any Type

**Delivery Method:** Any Method

**Type of Building:** Any Type   
ACADEMIC MEDICAL CENTER (8)   
AIRPORT (6)   
ANIMAL HOSPITAL (5)   
APARTMENTS (2)

**Project Location:** Any State or Unknown State   
AK   
AL   
AR   
AZ

# Expanded Comp Query From BITS



Description	Escalated	Escalated	Original	Original
	Construction \$/SF	Project \$/SF	Construction Cost	Project Cost
NEW CONST: SCHOOL OF BUSINESS (CM)	\$310.97	\$383.58	\$31,749,628	\$39,162,604
IMP: RENOVATION & EXPANSION OF MILLINGTON HALL (CM)	\$322.35	\$409.15	\$42,800,000	\$54,325,000
TCC - VA BEACH - BUILDING PHASE - CONSTRUCT PHASE 1 (CM)	\$330.73	\$525.53	\$19,706,303	\$31,313,485
INFORMATION AND TECHNOLOGY CONVERGENCE CTR - CONST (DETAILED PLANNING ONLY) (CM)	\$336.18	\$449.69	\$25,698,255	\$34,375,498
IMP: RENOVATION & EXPANSION OF MILLINGTON HALL (CM)	\$338.93	\$488.99	\$45,000,456	\$64,925,000
CONSTRUCTION MANAGEMENT,				

**PROJECT** 1 - 18218 - **DATE:** 9/5/14

	Code	Description
Agency:	1	Department Name
Project:	18218	Rehabilitate or Replace South Hill and Emporia Area Offices
Sub-Project:		
Comments:		
Agency Contact:		John Doe
Agency Address:		P.O. Box #, Richmond, VA 23261
Agency Phone:		804-555-1212
Agency E-mail:		<a href="mailto:john DOE@gov">john DOE@gov</a>

**PROJECT SCHEDULE**

Start of Construction (enter date)	12/1/14
Length of Construction Period (in months)	12.0
<b>Date of Mid-Point of Construction</b>	<b>6/1/15</b>

**PROJECT DELIVERY METHOD**

Design-Bid-Build

**PROJECT SCOPE**

New Construction (sf)	3,300
Renovation (sf)	6,000
<b>Total Scope</b>	<b>9,300</b>

Specify Renovation Level  
 Light: Finishes and ceiling  
 Medium: Finishes, ceiling and HVAC dist.  
 Heavy: Shell completion,  
 ^ Here ^

**PROJECT USE DISTRIBUTION** (ex. Classroom, Lab, Gymnasium, etc...)

Use Description	Square Feet	
Office / Administrative (Acquisition) Emporia	6,000	sf
Office / Administrative (New Construction) S. Hill	3,300	sf
		sf
<b>Total Scope</b>	<b>9,300</b>	<b>sf</b>

PROJECT FUNDS		Amounts	Comments
<b>A.) Total Project Cost</b>		<b>\$ 1,552,548</b>	
<b>B.) Non-Pool Funds Secured By Agency</b>			
Private Funds	0200		
HEO	0306		
Commonwealth Transportation	0472		
Local	0700		
Revenue Bonds Proceeds (9C)	0813		
Revenue Bonds (9D)	0815		
Dedicated Special Revenue	0920		
Federal Funds	1000		
General Funds	0100		
GOB	0811		
Gifts			
Other			
<b>TOTAL</b>		<b>\$ -</b>	

C, E, and F not used to synchronize with Funding Report

<b>D.) Planning Funds Already Received From Pool</b>		
		75,000
<b>TOTAL</b>		<b>\$ 75,000</b>

<b>G.) Additional Amount Requested From VPBA / VCBA Construction Pool:</b>		<b>Source of Pool Funds For Construction:</b>
<b>TOTAL</b>	<b>\$ 1,477,548</b> ( A - ( B + D ) )	Chapter 3

<b>H.) Agency Reimbursement</b>	
HEO, Local, or Other Reimbursement ( Funds That Agency Laid-Out To Further Design. This amount is included in "G" above )	

<b>I.) Total Amount Requested From Pool</b>	
<b>TOTAL</b>	<b>\$ 1,552,548</b> ( D + G )

For additional information regarding funding: [http://www.doa.virginia.gov/Admin\\_Services/CAPP/CAPP\\_Topics/60106.pdf](http://www.doa.virginia.gov/Admin_Services/CAPP/CAPP_Topics/60106.pdf)

**DESIGN & RELATED SERVICES**

If project is phased, enter costs by phase. If project is not phased, enter all costs under Phase 1.

Description	Phase Title: Total Amount	Single Phase	Phase 2	Phase 3	Phase 4	Phase 5	Phase 6	Phase 7	Phase 8	Phase 9	Phase 10
		/ Phase 1 Emporia Acquisition Amount	Emporia Renovation Amount	South Hill New Construction Amount	Amount						
<b>Site Acquisition</b>											
Site Acquisition Total	400,000	400,000									
<b>Construction</b>											
Building	720,000		150,000	570,000							
Sitework	100,000			100,000							
<b>Construction Total</b>	<b>820,000</b>	-	<b>150,000</b>	<b>670,000</b>	-	-	-	-	-	-	-
<b>Design &amp; Related Services</b>											
A/E Basic Services	90,000		20,000	70,000							
A/E Additional Services	-										
A/E Reimbursables	5,000			5,000							
Specialty Consultants (Food Services, Acoustics, etc.)	-										
CM Design Phase Services	-										
Subsurface Investigation (Geotech, Soil Borings)	-										
Land Survey	3,000	3,000									
Archeological Survey	-										
Hazmat Survey & Design	-										
Value Engineering Services	-										
Cost Estimating Services	2,000			2,000							
Other Design & Related Services (list):	5,500										
Appraisal	3,000	3,000									
Title Insurance	2,500	2,500									
<b>Design &amp; Related Services Total</b>	<b>105,500</b>	<b>8,500</b>	<b>20,000</b>	<b>77,000</b>	-	-	-	-	-	-	-
<b>Inspection &amp; Testing Services</b>											
Project Inspection Services (in-house or consultant)	-										
Project Testing Services (conc. Steel, roofing, etc.)	-										
<b>Inspection &amp; Testing Services Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Project Management &amp; Other Costs</b>											
Agency Project Management	-										
Work By Owner (List):	10,000										
Phase 1 Report / EIR Report	7,000	2,000		5,000							
DRES Charges	3,000	3,000									
BCOM Services	25,000		10,000	15,000							
Advertisements	2,000		1,000	1,000							
Printing & Reproduction	4,000		1,000	3,000							
Moving & Relocation Expenses	30,000		2,000	28,000							
Data & Voice Communications	4,000		2,000	2,000							
Signage	-										
Demolition	40,000		20,000	20,000							
Hazardous Material Abatement	-										
Utility Connection Fees	5,000			5,000							
Utility Relocations	5,000			5,000							
Commissioning	-										
Miscellaneous Other Costs (List):	10,000										
Unforeseen Conditions	10,000		10,000								
<b>Project Management &amp; Other Costs Total</b>	<b>135,000</b>	<b>5,000</b>	<b>46,000</b>	<b>84,000</b>	-	-	-	-	-	-	-
<b>Furnishings &amp; Movable Equipment (FF&amp;E)</b>											
<u>Furnishings</u>	75,000		50,000	25,000							
<u>Movable Equipment</u>	-										
<b>Furnishings &amp; Movable Equipment (FF&amp;E) Total</b>	<b>75,000</b>	<b>-</b>	<b>50,000</b>	<b>25,000</b>	<b>-</b>						
<b>Construction Contingency</b>											
<b>Construction Contingency Total</b>	<b>17,048</b>		<b>3,119</b>	<b>13,929</b>							
<b>Totals</b>											
<b>Acquisition Costs</b>	<b>400,000</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Construction Costs</b>	<b>820,000</b>	<b>-</b>	<b>150,000</b>	<b>670,000</b>	<b>-</b>						
<b>Soft Costs (less FF&amp;E)</b>	<b>244,048</b>	<b>-</b>	<b>69,119</b>	<b>174,929</b>	<b>-</b>						
<b>Furnishings &amp; Movable Equipment (FF&amp;E)</b>	<b>75,000</b>	<b>-</b>	<b>50,000</b>	<b>25,000</b>	<b>-</b>						
<b>Total Costs</b>	<b>1,539,048</b>	<b>400,000</b>	<b>269,119</b>	<b>869,929</b>	<b>-</b>						

**PROJECT**

**DATE:**

9/5/14

	<u>Code</u>	<u>Description</u>
Agency:	1	Department Name
Project:	18218	Rehabilate or Replace South Hill and Emporia Area Offices
Sub-Project:	Specify	
Comments:		
Agency Contact:		John Doe
Agency Phone:		804-555-1212
Agency E-mail:		johndoe@gov

-----

**PROJECT BUDGET**

<b>Site Acquisition</b>	400,000
Building	720,000
Sitework	100,000
<b>Construction</b>	<b>\$ 820,000</b>
Design & Related Services	105,500
Inspection & Testing Services	-
Project Management & Other Costs	135,000
Furnishings & Movable Equipment (FF&E)	75,000
Construction Contingency	17,048
<b>TOTAL PROJECT BUDGET</b>	<b>\$ 1,552,548</b>

**PROJECT FUNDS**

A.) Total Project Cost / Funding Requirement		1,552,548
B.) Non-Pool Funds Secured By Agency		-
D.) Planning Funds Already Received From Chapter 1		75,000
G.) Additional Amount Requested From VPBA / VCBA Const. Pool:		1,477,548
H.) Agency Reimbursement (included in G)	-	
I.) Total Amount Requested From Pool (D + G)		<b>\$ 1,552,548</b>

C, E, and F not used to synchronize with Funding Report

**PROJECT SCOPE**

New Construction (sf)	3,300
Renovation (sf)	6,000
<b>Total Scope</b>	<b>\$ 9,300</b>

**BUILDING**

**DESCRIPTION (phase 1 only)**

Use Group:	B
Construction Type:	2-B

**UNIFORMAT CATEGORY DESCRIPTIONS**

A Substructure	Spread Footings	
B Shell	Wood Siding	
C Interiors	Standard Grade	
D Services	Terminal & Package Units	
E Equipment & Furnishings	Furnishings	
F Special Const. & Demo.		
G Sitework & Utilities	Stable	
	New Parking Spaces Developed With Project	
	Other Distignishing Features	

**RENOVATION LEVEL**

Light

**PROJECT DELIVERY METHOD**

Design-Bid-Build

**PROJECT SCHEDULE**

Start of Construction (enter date)	12/1/14
Length of Construction Period (in months)	12.0
<b>Date of Mid-Point of Construction</b>	<b>6/1/15</b>

**COMMENTS**

**PROJECT DESCRIPTION: EXISTING AND NEW WORK**

This sheet is for optional use. Sheet (tab) may be copied for each phase. See legend below. Use any level of Uniformat II to identify the work.

Pink cells are pull-downs.

Yellow cells are for text.

Building Name or Phase number:	Emporia Renovation		
Use Group(s)	B		
Construction Type	2-B		
Square Foot (this bldg./phase):	3,300		

**ASTM Uniformat II Classification Standard:**

DESCRIPTION OF BUILDING, SITE, AND EXISTING CONDITIONS		Level I		Level II		Level III	
		DESCRIPTION OF WORK					
<b>BUILDING</b>							
BUILDING	A Substructure	Spread Footings		A Substructure	New	A10 Foundations	A1010 Standard Foundations A1020 Special Foundations A1030 Slab on Grade A200 Basement Construction A2010 Basement Excavation A2020 Basement Walls
		Comments			Comments		
BUILDING	B Shell	Wood Siding		B Shell	New	B10 Superstructure	B1010 Floor Construction B1020 Roof Construction B200 Exterior Enclosure B2010 Exterior Walls B2020 Exterior Windows B2030 Exterior Doors B300 Roofing B3010 Roof Coverings B3020 Roof Openings
		Comments			Comments		
BUILDING	C Interiors	Standard Grade		C Interiors	New	C10 Interior Construction	C1010 Partitions C1020 Interior Doors C1030 Fittings C200 Stairs C2010 Stair Construction C2020 Stair Finishes C300 Interior Finishes C3010 Wall Finishes C3020 Floor Finishes C3030 Ceiling Finishes
		Comments			Comments		
BUILDING	D Services	Terminal & Package Units		D Services	New	D10 Conveying	D1010 Elevators & Lifts D1020 Escalators & Moving Walks D1090 Other Conveying Systems D200 Plumbing D2010 Plumbing Fixtures D2020 Domestic Water Distribution D2030 Sanitary Waste D2040 Rain Water Drainage D2090 Other Plumbing Systems D300 HVAC D3010 Energy Supply D3020 Heat Generating Systems D3030 Cooling Generating Systems D3040 Distribution Systems D3050 Terminal & Package Units D3060 Controls & Instrumentation D3070 System Testing & Balancing D3090 Other HVAC Systems & Equipment D400 Fire Protection D4010 Sprinklers D4020 Standpipes D4030 Fire Protection Specialties D4090 Other Fire Protection Systems D500 Electrical D5010 Electrical Service & Distribution D5020 Lighting and Branch Wiring D5030 Communications & Security D5090 Other Electrical Systems
		Comments			Comments		

**PROJECT DESCRIPTION: EXISTING AND NEW WORK**

This sheet is for optional use. Sheet (tab) may be copied for each phase. See legend below. Use any level of Uniformat II to identify the work.

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Building Name or Phase number:	Emporia Renovation		
Use Group(s)	B		
Construction Type	2-B		
Square Foot (this bldg./phase):	3,300		

**ASTM Uniformat II Classification Standard:**

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		DESCRIPTION OF WORK																																																														
BUILDING	E Equipment & Furnishings	E Equipment & Furnishings New	E10 Equipment	E1010 Commercial Equipment																																																												
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SITE	Soil Conditions	G Sitework & Utilities New	G10 Site Preparation	G1010 Site Clearing																																																												
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Z Gen'l. Cond. / OH&P      Z Gen'l. Cond. / OH&P      Z0000 General Conditions / Gen'l Requirements, OH & P  
 Extracted, with permission, from ASTM E1557-09 Standard Classification for Building Elements and Related Sitework-UNIFORMAT II, copyright ASTM International, 100 Barr Harbor Drive, West Conshohocken, PA 19428. A copy of the complete standard may be obtained from ASTM International, www.astm.org.

[\( Click here to visit astm.org \)](#)

(Z) The last entry above is not part of the referenced ASTM Uniformat II classification standard.

**LEGEND:**  
 Ren-L: Less Than 1/4 of Item Replaced or Refurbished  
 Ren-M: Less Than 1/3 of Item Replaced or Refurbished  
 Ren-H: Less Than 1/2 of Item Replaced or Refurbished  
 New: New or Replaced Item

## **GENERAL**

- This form will NOT be processed as a CO-4 or as a CO-5.  
It is intended only to communicate the funding and requested budget to the Cost Review section of BCOM.
- Provide information in yellow cells on the following tabs:
  - Project Data
  - Funding
  - Budget

## **DATA ENTRY INSTRUCTIONS**

- Data fields typically entered by Agencies are highlighted in yellow. 
- Data fields typically entered by BCOM or DPB are highlighted in blue. 
- Cells highlighted in pink with "Specify" message require data entry on the appropriate tab. I.E.: Funding info on Funding tab. 
- Use the tab key to move forward to the next fillable field. |----->
- Use the shift-tab to move backwards to the previous fillable field. <-----|
- Some fields have "drop-down" selection arrows on the right side of the field. For these types of fields, click on the arrow, then select an appropriate choice from the list.
- When complete, save the file and e-mail it to: [capout@dgs.virginia.gov](mailto:capout@dgs.virginia.gov)

# Transmittal for BCOM Review Services

DGS-30-380  
(Rev. 07/14)

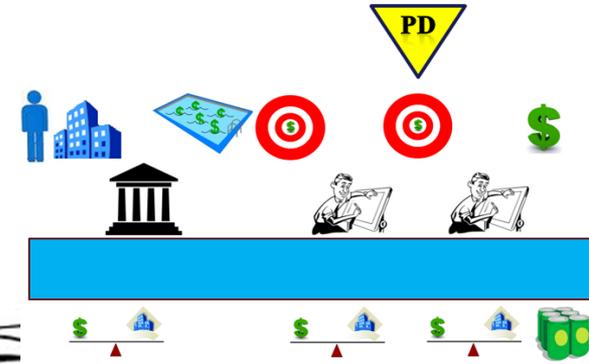
		Agency #	Project #	Subproject #	Date Submitted:	9/8/14
<b>PROJECT</b>	Project Code:	1	- 18282	- 000	Submitted By:	John Doe
	Project Title:	<b>Renovate South Hill and Emporia Area Offices</b>				
	Subproject Title:					
	Remarks:					

		Agency Contact	Architect/Engineer Contact
<b>CONTACTS</b>	Agency/Firm Name:	Department Name	ABC Architects
	Contact Name:	John Doe	Joe Arch
	Contact Phone #:	804-555-1212	202-555-1212
	Contact E-mail:	johndoe@gov	joearch.com

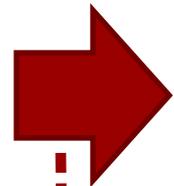
<b>SUBMITTAL TYPE</b>			
• Schematic Submittal			Request for BCOM review of schematic design documents.
• Schematic COST Submittal			Request for BCOM schematic phase cost review. (Required for "pool process funded" projects.)
• Preliminary Submittal	<b>X</b>		Request for BCOM review of preliminary design documents.
• Preliminary COST Submittal			Request for BCOM preliminary phase cost review. (Required for "pool process funded" projects.)
• Working Drawings Submittal			Request for BCOM review of working drawings (construction documents).
• Building Permit Submittal			Construction documents submitted in conjunction with an application for a Building Permit.
• Alarm/Sprinkler Shop Drawings			Request for BCOM review of fire alarm or fire sprinkler shop drawings.
• Access Control Shop Drawings			Request for BCOM review of access control shop drawings.
• Other			Describe in "Remarks" box above.

<b>DOCUMENT TYPE</b>			
	<b>COST</b>		
	• Cost Review Questionnaire	<b>X</b>	Use form DGS-30-198 (CR-2).
	• A/E's Cost Estimate	<b>X</b>	Use form DGS-30-224 (BCS).
	• Independent Cost Estimate	<b>X</b>	Use form DGS-30-224 (BCS).
	• V.E. Study & Recommendations	<b>X</b>	Use form DGS-30-212 (VE-1). For CM projects, submit the CM Value Analysis in lieu of a VE Study.
<b>DESIGN</b>	• A/E Responses to BCOM Review		
	• Basis of Design Narrative		
	• Bldg Systems & Equip't Checklist		Use form DGS-30-232.
	• Boring Logs		Posted on drawings.
	• Calculations		Submit 1 copy per discipline (i.e., Architectural, Electrical, Fire, Mechanical, Structural), as appropriate.
	• Drawings		Working drawings submitted for Building Permit shall have signed, dated professional seals.
	• Equipment Cut Sheets		
	• Shop Drawings		Shop drawings submitted for BCOM review shall be stamped "approved" by the A/E.
	• Soils Report, with Boring Logs		
	• Stmt of VUSBC Special Inspections		Use form DGS-30-048 (CO-6a&b). Edit to make project-specific.
<b>PROJECT MANUAL</b>	• Bid Form		Use form DGS-30-220. Edit to make project-specific.
	• General Conditions		Use form DGS-30-054, 056, or 057 (i.e., CO-7, CO-7DB, or CO-CM), as appropriate; unedited.
	• IFB Notice		Use form DGS-30-256. Edit to make project-specific.
	• Instructions to Bidders		Use form DGS-30-055 (CO-7a), unedited .
	• Other Standard Forms		Applicable forms vary by the specific construction procurement method selected for each project.
	• Soils Report		Bound in Project Manual.
	• Technical Specification Sections		Specifications submitted for Building Permit shall have signed, dated professional seals.
<b>OTHER</b>	• Working Drawings on DVD		
	•		
	•		

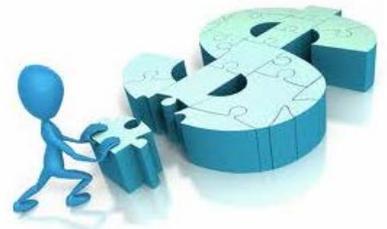
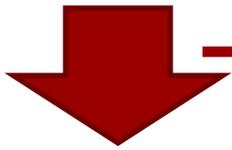
# Pool Project Cost-Overrun Process



Project Over Budget

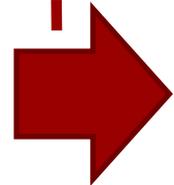


VE / Reduce Extent / Scope



Add Funds From:

- Agency
- Legislature
- Pool



Balanced Budget 41