



## DAS - Division of Construction Services

October 9, 2015

### **Presentation on New Procedures for the School Construction Grant Program**

The Department of Administrative Services (DAS) has created two new policies and procedures for the public school construction grant process. One concerning plan review and the other, cost reporting. These revisions were made after consultation with school administrators, town officials and design and construction professionals as part of an effort to streamline and improve the public school construction grant process.

As part of the Department's efforts to improve the process for school districts and design and construction professionals, on **October 9th at 10:30am** in **Room 2C** of the **Legislative Office Building, 300 Capitol Avenue, Hartford**, DAS will be conducting a presentation explaining the new policies. The presentation will be relevant for many individuals, organizations and firms who are involved in the planning and administration of public school construction projects.

[CT-N Covered the presentation and here is a link to the video.](#)

[The slide show for the presentation can be viewed here.](#)

The presentation covered key elements of the two new procedures:

#### **School Construction Plan Review**

DAS is implementing new procedures for the review of building plans for school construction projects funded by the School Construction Grant program. The new procedures make changes that include:

- A clarification that code and other regulatory review and approval happen at the municipal level, with DAS confirmation.
- A change in the timetable for state review meetings for project plans, with the Plan Completion Test (PCT) at the Construction Documents project stage being replaced with a new Design Development Review (DDR) at the Design Development project stage.
- A new and streamlined plan review checklist system.

#### **School Construction Cost Reporting**

DAS is implementing a cost reporting policy and procedure that require the reporting of larger projects' cost estimates and all projects' final actual costs in UNIFORMAT II – an industry standard cost estimating system. The presentation on the new cost reporting procedures will include:

- The new Policy, including how reporting is to be done for projects of different size and project type and the different details to be reported at project application, Construction Documents, Design Development and substantial completion.
- The new online reporting utility, the Public School Construction Cost Database (PSCCD), with an explanation on how LEAs and their A/E Design consultants will use it.
- The Excel template to be used for cost reporting prior to the roll-out of the online reporting system.

### **Background**

The Public School Construction Grant is a program of the Department of Administrative Services.