



SP-4 FORM

Utah State Board of Education
250 East 500 South, PO Box 144200
Salt Lake City, Utah 84114-4200

Date Submitted:

PRELIMINARY INFORMATION ON PROPOSED SCHOOL FACILITIES CONSTRUCTION

NOTE: This form must be included with ALL Pre-Construction Checklist items when the project is initially submitted to the Utah State Board of Education (“USBE”), and prior to construction commencing, in order to obtain a USBE project number. See [Utah Code 53E-3-7](#), [Utah Code 58-56](#), and [Administrative Rule R277-471](#).

School/Facility Name: _____ Grades in School: _____
School/Facility Address: _____
School District: _____ Check if Charter School: _____
School District Bldg. Official (SDBO): _____
Charter School Board Bldg. Officer (CSBBO): _____
Project Description: _____

Type of Structures(s): Ex: Type 1A, 1B, IIA, IIB, IIIA, IIIB, IVA, VA, VB (see [2018 International Building Code “IBC”](#))

Est. Start Date: _____ Est. Completion Date: _____

<i>Project Type(s):</i>	New Building(s)	New Location
<i>Select All that Apply:</i>	School Replacement	Existing Location
	Addition(s)	Demolition
	Remodel/Renovation	

*Square Footage (SF) Facility/Building (pre-construction): _____
*Square Footage (SF) Added (during construction): _____
*Square Footage (SF) Remodeled (during construction): _____
*Square Footage (**final** at project completion): _____

*(NOTE: These SF numbers are required and the **final** SF number should be listed in the box above. If any box is not applicable, enter zero "0" for the SF amount.)

Project Area Occupant Load ([2018 IBC Table 1004.5](#)): _____

Projected Student Capacity:

Number of Stories:

*Average SF Per Student at Capacity:

Project Lead Architect/Engineer Name:

License #:

Architect/Engineering Firm:

Phone:

Email:

International Code Council (ICC) Licensed & Certified Combination Inspector of Record:

Name:

License #:

Note: If ICC inspector listed above is not a licensed combination inspector of record, list below name(s) and license number(s) other inspectors for the project:

ICC Certified Commercial Building Plan Reviewer:

License # of Building Plan Reviewer:

ICC Certified Commercial Energy Plan Reviewer:

License # of Commercial Energy Plan Reviewer:

Independent Third-Party Structural Peer Reviewer:

License # of Structural Peer Reviewer:

Municipality/County Contact Reviewer:

Email of Reviewer:

Municipal/County:

Date Approval Granted:

Preliminary Project Costs:

*Projected Combined Facility/Site Construction Costs (Include Purchases/Leases):

*Land Acquisition Cost (Real Prop.-Break Out if included in Lease Cost):

*Parcel Size:

Year Property Purchased:

*Cost Per Square Foot (Building):

*Est. Furniture/Fixtures:

*Est. Design Fees:

*Est. Impact Fees:

*Impact Fees Imposed By:

*Est. Equipment Costs (not in contract):

Est. Other Costs (not included above):

Other Costs Description:

**These costs, fees, or other figures are required information and must be reported. Actual costs, fees or other information must be provided per [Utah Code 53E-3-702](#).

***Funding Source(s) - List All:**

State Building Aid Used in Financing Project? Yes No

If Yes, List Source(s):

For Leased Facilities, Indicate Lease Type: Capital Operating

Lease Length (Years):

Capital Lease:

Original GAAP Book Value:

Average Lease Cost Per Year:

End of Lease Balloon Payment:

Operating Lease:

Average Cost Per Year:

VERIFICATION: As the designated School District Building Official (SDBO)/Charter School Board Building Officer (CDBBO), I verify the following:

- a. To the best of my knowledge, all information provided on this form is accurate and complete, as required.
- b. This document is the approved and most current document and was obtained from the USBE [Forms](#) page.
- c. Compliance has been met with all applicable procurement Codes, Rules and Guidelines.

For any item(s) listed above that have not been complied with or provided, please indicate the reason(s) below:

SDBO/CSBBO Name:

SDBO/CSBBO Signature: