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STATE PUBLIC WORKS DIVISION
APPLICATION FOR CAPITAL IMPROVEMENT PROJECT
2021 – 2022 BIENNIUM
January 30, 2020

Project Application Worksheet

The attached form is a guide to the application for a 2021 CIP project. The actual application should be submitted through the State Public Works Division (SPWD) website at www.publicworks.nv.gov. Please print a copy for your records

Prior to submitting your CIP application, you should contact the SPWD project manager assigned to your division (see SPWD web site "2021 CIP Application" under popular links). Please contact northern project managers at (775) 684-4141 and southern project managers at (702) 486-5115. The SPWD project manager will assist you in completing the application, if needed.

The schedule for the CIP process follows:

April 1, 2020	Applications due to the SPWD
August 26 & 27, 2020	Agency presentations to the SPWB
September 2020	SPWD Administrator's presentation to the SPWB
September 30, 2020	SPWB recommendations to Governor
February 2021	Legislative session begins

If you have any questions, please contact the appropriate SPWD project manager (see SPWD web site "2021 CIP Application" under popular links) or Branden Pearson at (775) 684-4114.

Thank you.

I. Administrative Section

Project Name:

Last session's applications are on the SPWD web site. If you wish to remove an application. Email your request to remove the application to Branden Pearson bpearson@admin.nv.gov.

Project Description:

Project Location

County:

City:

Department:

Division:

Agency:

Agency Contact Person:

Contact Phone#:

Contact Email:

Department Ranking of this
Project:

(This will be completed by the department Point of Contact by April 6, 2020)

The Department will rank their projects 1 through the lowest ranked project (e.g., If 5 projects were submitted by the Department a ranking of 1 would be assigned to the most important or most needed project and a ranking of 5 would be the least needed project).

Has this project been
previously requested in a
prior CIP?

II. Facility Section

SPWD Building Number:

[From SPWD website](#)

FCA Project Number:

[From SPWD website](#)

Is the property State Owned?

If the facility is existing, is it
State Owned?

III. Narrative Section

Project Justification:

Project Description:

Project Background
Information:

Ramifications if this project is
not approved:

IV. Mechanical and/or Electrical Equipment Replacement Project Section

Is there equipment to be replaced?

Type of Equipment to be replaced:

Year existing equipment was installed:

Manufacturer of existing equipment:

Model of existing equipment:

V. Environmental Consideration

Are there any known hazardous materials?

(e.g., Asbestos, lead paint)

Explain:

Will this project require any hazardous materials abatement?

Please describe any health, life safety, and/or legal issues that will be resolved by completing this project.

VI. Proposed Project Schedule Impacts/Issues Section

Will this project require relocating personnel or vacating the building for any period of time?
Explain

Has any design work been completed on the proposed project?

What is the latest date this project could be completed without disrupting your program?
Explain

VII. Preliminary Construction Cost Estimate and Funding Sources Section

(The SPWD will prepare all final estimates. This schedule is for preliminary purposes only)

Land Cost:

(if land must be purchased)

Off-site Construction:

On-site Development:

Utility Connection Fees:

Water Rights Deeded:

Furniture, Fixture and

Equipment:

Specialty Equipment:

Data and Network

Equipment:

Telephone Equipment:

Moving Costs:

Renovation of Vacated

Space:

Correction of Known
Deficiencies:
Explain:

Any Known Commitments:

Explain:

Known hazardous material
abatement:
Explain:

Total Project Cost

VIII. Preliminary Construction Cost Estimate and Funding Sources Section

Agency Funding:
Federal Funding:
State Funding:
Other/Donor Funding:
Describe Other/Donor
funding (if applicable)

Agency POC for outside
funding
Agency POC phone number

Agency POC email

Total Funding

IX. Site Analysis

New construction only

Is this a new construction project?

Estimated land area to be acquired:

(Acres)

Will this project require new parking spaces?

Are utilities available to site?

Will the project require relocation of existing utilities?

Are there any required off-site improvements (or right-of-way dedications)?

Is the site in a flood plain?

Is the site in an airport impact zone?

Does the site contain any underground storage tanks?

Does the site contain any adverse soil conditions?

Will the site require an environmental assessment?

Will rezoning or a special use permit be required?

Will any utility connection fees need to be paid?

Will any water rights need to be deeded?

Will construction traffic degrade existing access or facilities?

Will the site require any hazardous material abatement?

Other site considerations
affecting cost?

Explain

X. Programming

New construction, building remodels, and building additions only

Is this project a new construction, building remodels, or building additions?

Has any architectural programming occurred?

Has any advanced planning occurred in previous CIPs?

New Construction Square Footage

Remodel/Renovation Square Footage

Addition Square Footage

Total Square Footage

Occupancy Type

Approximate number of staff to occupy the facility

Approximate number of visitors per day

Will this project require funding for any furnishings, fixtures, and equipment?

For existing facilities, are there any known hazardous materials?

How many years of future growth will this project accommodate?

List of required facilities and any unusual related equipment required for your project

NOTE: AFTER SUBMITTING THE COMPLETED APPLICATION, A PROJECT MANAGER FROM THE PUBLIC WORKS DIVISION WILL CONTACT YOU TO REVIEW THIS APPLICATION.