

FLORIDA DEPARTMENT OF EDUCATION
Office of Educational Facilities
LETTER OF TRANSMITTAL

TO: Office of Educational Facilities (OEF) 325 West Gaines Street, Room 1054 Tallahassee, Florida 32399-0400 (850) 245-0494, Fax (850) 245-9236 or (850) 245-9304	OEF USE ONLY
INSTRUCTIONS: Submit one copy of the form with project transmitted. Mark the appropriate term within the parentheses. COMPLETE EACH ITEM 1. - 18. Reproduce this form in sufficient quantity for your use.	

_____ OEF Assigned Project Number

RE: _____ (School District Community College)

_____ School Name Campus)

_____ (School College) Code Number

New Plant Remodeling Addition
 Renovation Others (Description) _____ Description of Project

(Attached Under separate cover) is one set of signed and sealed documents for construction that (exceeds is less than) \$300,000 in construction cost, for the above-referenced facility. The information required by Chapter 1013, F.S.; SBE Rule 6A-2.0010, FAC; and SREF for the review of this project is provided as follows:

1. Submittal includes: <input type="checkbox"/> Construction Documents SREF 4.3(3)(a), (b) & (c) <input type="checkbox"/> Addendum SREF 4.3(3)(c)11. <input type="checkbox"/> Facilities Space Chart (OEF 208A) <input type="checkbox"/> Project Implementation Form (OEF 110A) <input type="checkbox"/> Other(s)	2. <input type="checkbox"/> Reuse of construction documents SREF 4.3(2). State first project name: _____ OEF original project approval date: _____
3. Scheduled bid date when known: _____	4. Type of facility and brief description of project: _____ _____ _____
5. Grade Levels – Size/grouping planned student stations of this project. Grade _____ # of Student Stations _____ <input type="checkbox"/> N/A Level _____	6. (<input type="checkbox"/> Architect's <input type="checkbox"/> Engineer's <input type="checkbox"/> Construction Manager's) estimate of : Total Construction Project Costs: \$ _____ Gross Sq. Ft. _____ Cost per Sq. Ft. \$ _____ Cost per Student Station: \$ _____
7. Site for new plant approved by Board <input type="checkbox"/> Yes, date: _____ <input type="checkbox"/> No <input type="checkbox"/> N/A Site (<input type="checkbox"/> New <input type="checkbox"/> Existing) Contains _____ Acres	8. Board has approved educational or ancillary facility specs. for this project: <input type="checkbox"/> Yes, date: _____ <input type="checkbox"/> No <input type="checkbox"/> N/A
9. Project is survey-recommended: <input type="checkbox"/> Yes <input type="checkbox"/> No Date of survey: _____	
10. Architect/Engineer - Name: _____ Address: _____ Date of Contract: _____ Telephone: (_____) _____ FAX: (_____) _____ E-Mail: _____ Do you want the review letter sent electronically? ___ Yes ___ No	
11. S. 1013.37(1)(e), F.S., Life Cycle Cost (Form OEF LCCA-1, 2, & 3) and Energy Efficiency Analysis Data sheets submitted: Life Cycle Cost Analysis <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain _____ Energy Efficiency Analysis <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain _____	
12. This project includes a threshold building? <input type="checkbox"/> Yes <input type="checkbox"/> No	13. This project includes an Enhanced Hurricane Protection Area (EHPA) <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A If "No," explain _____

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14. (Rule 6A-2.0010/SREF 2.1) Source of Funds	Amount of Funds	Survey Yes - No	PPL Number
<input type="checkbox"/> PECO/Sum of Digits - S. 1013.64(1), F.S.		1	NR
<input type="checkbox"/> PECO/Special Facilities Construction Account – S. 1013.64(2), F.S.		R	R
<input type="checkbox"/> PECO/Unit Allocation - S. 1013.64(3), F.S.		R	NR
<input type="checkbox"/> Junior/Community College - S. 1013.64(4), F.S.		R	NR
<input type="checkbox"/> Cooperative Use Facilities - S. 1013.52, F.S.		R	NR
<input type="checkbox"/> Specified Legislative Allocation (Line Item)		NR	NR
<input type="checkbox"/> CO&DS Flow-Through Funds		R6	R6
<input type="checkbox"/> SBE Bond (COBI)		R	R6
<input type="checkbox"/> Classrooms for Kids – S. 1013.735, F.S.		R	NR
<input type="checkbox"/> Other State (Specify)			
<input type="checkbox"/> S. 1011.14, FS., Loan - Debt Service paid from: <input type="checkbox"/> PECO; <input type="checkbox"/> CO&DS; <input type="checkbox"/> Local		2	3
<input type="checkbox"/> S. 1011.15, F.S., Loan - Debt Service paid from: <input type="checkbox"/> 2.0-Mill <input type="checkbox"/> Other (Specify):		5	3
<input type="checkbox"/> Local Bonds - Debt Service paid from: <input type="checkbox"/> PECO; <input type="checkbox"/> CO&DS <input type="checkbox"/> Local		2	3
<input type="checkbox"/> Local Millage (2.0 Mill) - S. 1011.71, F.S.		4	NR
<input type="checkbox"/> L.C.I.F.		NR	NR
<input type="checkbox"/> S. 1013.15(4)(a), F.S., Lease and Lease Purchase (COP)		R	NR
<input type="checkbox"/> Other Local (Specify):			
<input type="checkbox"/> Federal (Specify): (Davis Bacon Act Wage Rate & Federal Workers Compensation Shall Apply)			
TOTAL			

R - Required	NR - Not Required
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1. Remodeling, renovation, maintenance, repair, and site improvement projects only.
4. Required for projects other than renovation, repair, or maintenance.
2. Required if principal is paid from CO&DS or from PECO funds
5. Depends on source of funds used to repay loan.
3. Required if principal is paid from CO&DS funds.
6. Requires approved PPL and survey recommendation.

15. S. 1013.44(1)(a), F.S., List passive design elements and low energy usage features included in the design.

16. S 255.2575(2), F.S., High Performance Green Building rating system:
 Standard Used _____ Rating Achieved _____

17. Written agreements are on file with the following appropriate agencies:

<input type="checkbox"/> Fire/Police	<input type="checkbox"/> Utilities/Connection Fees
<input type="checkbox"/> Traffic Control Safety	<input type="checkbox"/> Local Comprehensive Plan Approval
<input type="checkbox"/> Primary Roads/Emergency Access	<input type="checkbox"/> Emergency Management

18. (PL 89-665, Federal Funds) Historical Significance. Project involves building over 50 years old.
 Yes No If "Yes," year building was constructed: _____

19. Please provide an e-mail address if you desire an electronic copy of the review letter:

20. Please provide a contact name and FAX telephone number if the district desires draft copies of review mandatory and comments as reviews are being completed. (Caution: Mandatories and comments may be different in the final, signed review letter.)
 Contact name: _____ FAX: (____) _____

21. Use this space for additional information:

Signature: _____
 Superintendent, President, Designee)

Date Signed: _____