

APPENDIX "A"

DIVISION OF PUBLIC SCHOOL ACADEMIC FACILITIES AND TRANSPORTATION SCHOOL CONSTRUCTION APPROVAL FORM MAY 30, 2019

Part A

Instructions

Pursuant to Ark. Code Ann. §§ 6-20-1407 and 6-21-109, entities [School Districts, Public Charter Schools, Education Service Cooperatives, or any publicly supported entity having supervision over public educational entities] that propose to construct and/or fund facility projects are required to submit written documentation.

Construction: Completion of this form is required for Division of Public School Academic Facilities and Transportation approval of an entity's construction if the process of self-construction is used.

Bond Applications: Completion of this form is required for loan or bond approval but is not required for non-voted refunding of existing debt.

Please answer the following questions, provide the required information, and submit the completed form with attachments to:

**Division of Public School Academic Facilities and Transportation
One Capitol Mall, Suite 4D-200
Little Rock, AR 72201**

General and Equity Information

Construction Approval applies to all construction projects costing over \$35,000 at public school facilities regardless of the source of funds. *(This section shall not apply to maintenance projects or construction projects costing \$35,000 or less.)*

1. Describe the proposed facility project: *(Indicate the Project Number from the Master Plan, Location, Campus, Building, and detailed description.)*

**DIVISION OF PUBLIC SCHOOL ACADEMIC FACILITIES AND TRANSPORTATION
SCHOOL CONSTRUCTION APPROVAL FORM
MAY 30, 2019**

Part A – Continued

2. Provide a written, detailed, substantial justification for the proposed facility projects. Projects shall be considered legitimately justified if, for example:

A. The proposed facility project is necessary for the applying entity to comply with Arkansas Department of Education (*ADE*) rules and regulations, and/or State and Federal statutes and regulations; and/or

B. The proposed facility project is necessary to meet important educational goals of the entity. Completion of the proposed project should enable the applying entity to provide a better quality, desegregated education, necessary to meet the needs of its present and projected population. The entity must provide a desegregation impact statement showing that the proposed improvements will not have a segregative effect (see item #3 below). A detailed outline or explanation of the educational goal to be met shall be included.

3. Provide a written Assurance Statement indicating that the proposed facility project will not establish, continue, or ignore segregative activities and/or policies within the entity or contiguous districts. Also, indicate with the Assurance Statement that the proposed project in any school in any county contiguous to Pulaski County, Arkansas, will not have a substantial negative impact on the ability of any entity in Pulaski County, Arkansas, to effectively desegregate.

4. The Annual Equity Compliance Report must be filed with the Arkansas Department of Education before approval can be granted. The Division of Public School Academic Facilities and Transportation will confirm the filing with the Equity Assistance Center.

5. Provide *an* written Assurance Statement that the approval of the facilities project or the approval of any loan or bond financing the facilities project does not violate any Federal Court Order or federal or state law.

6. The written Assurance Statement referenced in paragraph 3 and the Annual Equity Compliance Report referenced in paragraph 4 must be submitted to:

**Arkansas Department of Education
LEA State Funding - Loans & Bonds
Four Capitol Mall, Mail Slot 9
Little Rock, AR 72201**

7. What method of construction does the entity plan to use for the project? If the response is general contractor, no additional information is needed and only the superintendent's signature is required. *(If Self Construction is indicated then Part B must be completed and submitted with Part A.)*

General Contractor General Contractor as CM Design Build
 Self-Construction Construction Management Lease Purchase

EDUCATIONAL ENTITY

COUNTY

SIGNATURE OF ENTITY ADMINISTRATOR

DATE

**DIVISION OF PUBLIC SCHOOL ACADEMIC FACILITIES AND TRANSPORTATION
SCHOOL CONSTRUCTION PROCESS INFORMATION
MAY 30, 2019**

Part B

(To be completed only if Self-Construction is indicated)

EDUCATIONAL ENTITY

COUNTY

PROJECT

PROJECT NUMBER

Construction Information

This form applies to all construction projects that exceed \$35,000, including but not limited to; academic, maintenance and operations facilities, transportation facilities, and other non-instructional facilities.

1. What method of self-construction does the ~~district~~ entity plan to use for the project?
 Entity personnel
 Entity will serve as its own general contractor
 Entity will serve as its own general contractor and employ a construction manager
 Entity will serve as its own Construction Manager and contract for performance of the work.
2. Provide the date that the Entity Board of Directors voted to self-construct the project.
Date: _____.
3. Has the entity used the self-construction process on projects in the past?
Yes___ No___.
4. If yes to question #4, provide the date(s) that the entity used the self-construction process.

SIGNATURE OF ENTITY ADMINISTRATOR

DATE

**DIVISION OF PUBLIC SCHOOL ACADEMIC FACILITIES AND TRANSPORTATION
SELF-CONSTRUCTION ASSURANCE STATEMENT
MAY 30, 2019**

Part B – Continued

EDUCATIONAL ENTITY

COUNTY

PROJECT

PROJECT NUMBER

Being the duly authorized administrator of the above educational entity, I certify that the entity is acting in compliance with the Commission for Arkansas Public School Academic Facilities and Transportation Rules Governing Self-Construction Projects by Public Education Entities, and are in compliance with such rules and regulations, and further certify that the above-mentioned educational entity will:

- 1) Have the plans drafted by an appropriate design professional;
- 2) Submit final plans to the proper state agencies for approval; and
- 3) Follow all applicable Arkansas statutes concerning commodities purchasing requirements, bidding requirements, and licensing requirements.

SIGNATURE OF ENTITY ADMINISTRATOR

DATE