### Attachment 5

# CIP Submission Tables & Forms Additional Requirement Form

- Tables P, Q, & R
- Form CIP Details
- Form CIPOp
- Form CIP Op B
- Form PAB
- Form S
- Form DMC

REPORT: TABLE P - CAPITAL PROJECT DETAILS PROGRAM ID: AGR-101 CAPITAL PROJECT: SAMPLE

Tables P, Q and R should be completed in eCIP

RUN DATE: September 24, 2020

 SENATE DISTRICT
 PRIORITY NUMBER
 ISLAND
 REP DISTRICT
 PROJECT SCOPE
 ITEM NUMBER
 EXPENDING AGENCY

 00
 1
 0 - STATEWIDE
 000
 N - NEW PROJECT
 AGR

PROJECT TITLE:

PROJECT TITLE, ISLAND

**PROJECT DESCRIPTION:** 

PLANS, LAND ACQUISITION, DESIGN, CONSTRUCTION AND EQUIPMENT FOR NEW PROJECT, COST ELEMENT LANGUAGE MUST MATCH COST ELEMENTS FOR REQUESTED APPROPRIATION.

| PART I: BY ELEMENTS | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | FY 2023-24 | FY 2024-25 | FY 2025-26 | FY 2026-27 | SUCC YR |
|---------------------|-----|----------|------------|------------|------------|------------|------------|------------|------------|------------|---------|
| PLANS               | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| LAND ACQUISITION    | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| DESIGN              | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| CONSTRUCTION        | *   | 0        | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0       |
| EQUIPMENT           | *   | 0        | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0       |
| TOTAL COST          |     | 0        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |

| PART II: BY MEANS OF FINANCE | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | FY 2023-24 | FY 2024-25 | FY 2025-26 | FY 2026-27 | SUCC YR |
|------------------------------|-----|----------|------------|------------|------------|------------|------------|------------|------------|------------|---------|
| G.O. BONDS                   | С   | 0        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |
| TOTAL COST                   |     | 0        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |

#### IMPLEMENTATION SCHEDULE

|                  |      | START DATES |    |         |    |        |    | COMPLETION DATES |    |         |    |        |  |
|------------------|------|-------------|----|---------|----|--------|----|------------------|----|---------|----|--------|--|
|                  |      |             |    |         |    |        |    |                  |    |         |    |        |  |
|                  | ORIG | RIGINAL   ( |    | CURRENT |    | ACTUAL |    | ORIGINAL         |    | CURRENT |    | ACTUAL |  |
| PHASE            | MO   | YR          | MO | YR      | MO | YR     | MO | YR               | MO | YR      | MO | YR     |  |
| PLANS            | 07   | 21          |    |         |    |        | 12 | 21               |    |         |    |        |  |
| SITE SELECTION   | 01   | 22          |    |         |    |        | 03 | 22               |    |         |    |        |  |
| SITE ACQUISITION | 04   | 22          |    |         |    |        | 05 | 22               |    |         |    |        |  |
| DESIGN           | 05   | 22          |    |         |    |        | 12 | 22               |    |         |    |        |  |
| CONSTRUCTION     | 12   | 22          |    |         |    |        | 07 | 23               |    |         |    |        |  |
| EQUIPMENT        | 06   | 23          |    |         |    |        | 07 | 23               |    |         |    |        |  |
| OCCUPANCY        | 07   | 23          |    |         |    |        | 07 | 23               |    |         |    |        |  |

#### EFFECTS ON OPERATING BUDGET (IN THOUSANDS)

| TOTAL | SALARIES | MAINTENANCE | OTHER EXPENSES | UTILITIES |
|-------|----------|-------------|----------------|-----------|
| 0     | 0        | 0           | 0              | 0         |

#### **EXPECTED EXPENDITURES (IN THOUSANDS)**

| PART I: BY ELEMENTS | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | FY 2023-24 | FY 2024-25 | FY 2025-26 | FY 2026-27 | SUCC YR |
|---------------------|-----|----------|------------|------------|------------|------------|------------|------------|------------|------------|---------|
| PLANS               | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| LAND ACQUISITION    | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| DESIGN              | *   | 0        | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0          | 0       |
| CONSTRUCTION        | *   | 0        | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0       |
| EQUIPMENT           | *   | 0        | 0          | 0          | 0          | 1          | 0          | 0          | 0          | 0          | 0       |
| TOTAL COST          |     | Λ        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |

| PART II: BY MEANS OF FINANCE | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | FY 2023-24 | FY 2024-25 | FY 2025-26 | FY 2026-27 | SUCC YR |
|------------------------------|-----|----------|------------|------------|------------|------------|------------|------------|------------|------------|---------|
| G.O. BONDS                   | С   | 0        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |
| TOTAL COST                   |     | 0        | 0          | 0          | 3          | 2          | 0          | 0          | 0          | 0          | 0       |

| COST ELEMENTS    | COST ESTIMATES<br>ORIGINAL | (\$1,000'S)<br>CURRENT | FINAL COST<br>(\$1,000'S) |
|------------------|----------------------------|------------------------|---------------------------|
| PLANS            | 1                          | 0                      | 0                         |
| LAND ACQUISITION | 1                          | 0                      | 0                         |
| DESIGN           | 1                          | 0                      | 0                         |
| CONSTRUCTION     | 1                          | 0                      | 0                         |
| EQUIPMENT        | 1                          | 0                      | 0                         |
| TOTAL            | 5                          | 0                      | 0                         |

#### STATE APPROPRIATIONS (\$1,000'S)

| SLH    |      |        |       |                  |        |              |           |
|--------|------|--------|-------|------------------|--------|--------------|-----------|
| YR ACT | ITEM | TOTALS | PLANS | LAND ACQUISITION | DESIGN | CONSTRUCTION | EQUIPMENT |
| TOTAL  |      | 0      | 0     | 0                | 0      | 0            | 0         |

### REPORT: TABLE R - CAPITAL PROJECT INFORMATION AND JUSTIFICATION SHEET PROGRAM ID: AGR-101 CAPITAL PROJECT: SAMPLE

| S | ENATE DISTRICT | PRIORITY NUMBER | ISLAND        | REP DISTRICT | PROJECT SCOPE   | ITEM NUMBER | EXPENDING AGENCY |
|---|----------------|-----------------|---------------|--------------|-----------------|-------------|------------------|
|   | 00             | 1               | 0 - STATEWIDE | 000          | N - NEW PROJECT |             | AGR              |

PROJECT TITLE:

PROJECT TITLE, ISLAND

#### **PROJECT DESCRIPTION:**

PLANS, LAND ACQUISITION, DESIGN, CONSTRUCTION AND EQUIPMENT FOR NEW PROJECT, COST ELEMENT LANGUAGE MUST MATCH COST ELEMENTS FOR REQUESTED APPROPRIATION.

#### TOTAL ESTIMATED PROJECT COST (\$1,000'S):

PRIOR APPROPRIATIONS:

| SLH    |      |        |       |                  |        |              |           |
|--------|------|--------|-------|------------------|--------|--------------|-----------|
| YR ACT | ITEM | TOTALS | PLANS | LAND ACQUISITION | DESIGN | CONSTRUCTION | EQUIPMENT |
| TOTAL  |      | 0      | 0     | 0                | 0      | 0            | 0         |

#### **APPROPRIATIONS:**

|                     |     |          |            |            | REQUE      | STED       | FUTURE | TOTAL     |
|---------------------|-----|----------|------------|------------|------------|------------|--------|-----------|
| PART I: BY ELEMENTS | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | YEARS  | PROJ COST |
| PLANS               | *   | 0        | 0          | 0          | 1          | 0          | 0      | 1         |
| LAND ACQUISITION    | *   | 0        | 0          | 0          | 1          | 0          | 0      | 1         |
| DESIGN              | *   | 0        | 0          | 0          | 1          | 0          | 0      | 1         |
| CONSTRUCTION        | *   | 0        | 0          | 0          | 0          | 1          | 0      | 1         |
| EQUIPMENT           | *   | 0        | 0          | 0          | 0          | 1          | 0      | 1         |
| TOTAL COST          |     | 0        | 0          | 0          | 3          | 2          | 0      | 5         |

RUN DATE: September 24, 2020

|                              |     |          |            |            | REQUESTED  |            | FUTURE | TOTAL     |
|------------------------------|-----|----------|------------|------------|------------|------------|--------|-----------|
| PART II: BY MEANS OF FINANCE | MOF | PRIOR YR | FY 2019-20 | FY 2020-21 | FY 2021-22 | FY 2022-23 | YEARS  | PROJ COST |
| G.O. BONDS                   | С   | 0        | 0          | 0          | 3          | 2          | 0      | 5         |
| TOTAL COST                   |     | 0        | 0          | 0          | 3          | 2          | 0      | 5         |

### REPORT: TABLE R - CAPITAL PROJECT INFORMATION AND JUSTIFICATION SHEET RUN DATE: September 24, 2020 PROGRAM ID: AGR-101 CAPITAL PROJECT: SAMPLE A. TOTAL SCOPE OF PROJECT: TO BE COMPLETED BY DEPARTMENT. B. IDENTIFICATION OF NEED AND EVALUATION OF EXISTING SOLUTION: TO BE COMPLETED BY DEPARTMENT. C. ALTERNATIVES CONSIDERED AND IMPACT IF PROJECT IS DEFERRED: TO BE COMPLETED BY DEPARTMENT. D. DISCUSS WHAT IMPROVEMENTS WILL TAKE PLACE, WHEN PROJECT COMPLETED (INCLUDING BENEFITS TO BE DERIVED AND/OR DEFICIENCIES THIS PROJECT INTENDS TO CORRECT): TO BE COMPLETED BY DEPARTMENT. E. IMPACT UPON FUTURE OPERATING REQUIREMENTS (SHOW INITIAL AND ONGOING FUNDING REQUIREMENTS BY COST ELEMENT, INCLUDING POSITION COUNT, MEANS OF FINANCING, FISCAL YEAR): TO BE COMPLETED BY DEPARTMENT. F. ADDITIONAL INFORMATION: TO BE COMPLETED BY DEPARTMENT.

Date Prepared/Revised: 9/20/2020

# FB 21-23 BUDGET DETAILS OF SCOPE OF WORK FOR CIP REQUEST - G.O. Bonds DEPARTMENT OF SAMPLE

| Cat          | Dept<br>Pri                        | Prog ID                                     | Proj No. | Project Title                                       | MOF | FY 22   | FY 23  |
|--------------|------------------------------------|---|----------|---|-----|---------|--------|
| 0            | 1                                  | SAM101                                      | 123456   | Royal School, Renovate Classrooms to Library, Oʻahu | С   | 100,000 | 55,000 |
|              |                                    |   |          |   |     |         |        |
|              |                                    |   |          | TOTAL   |     | 100,000 | 55,000 |
| Reque        | st Category                        | r:  |          | BY MOF  |     |         |        |
| C<br>E<br>HS | Energy Ef                          | n of Ongoing<br>ficiency<br>Ifety, Court Ma | ·        | GO Bonds  | С   | 100,000 | 55,000 |
| M<br>P       | M Major R&M of Existing Facilities |   |          | TOTAL   |     | 100,000 | 55,000 |

|   |   | Cost   | IENT (Project #1: Royal School, Renovate Class |     |         | ,      |
|---|---|--------|--|-----|---------|--------|
|   | E | lement | Work to be done                                | MOF | FY 22   | FY 23  |
|   |   | D      | Architectural Services                         | С   | 18,000  | 10,000 |
|   |   | С      | Demolish interior wall; refinish               | С   | 48,500  | 24,250 |
|   |   | С      | Paint interior walls                           | С   | 7,500   | 5,000  |
|   |   | С      | Remove existing flooring, install carpeting    | С   | 15,000  | 10,000 |
|   |   | С      | Contingency                                    | С   | 5,000   | 2,750  |
|   |   | Е      | Bookshelves, tables, chairs                    | С   | 6,000   | 3,000  |
|   |   |        |  |     |         |        |
|   |   |        |  |     |         |        |
|   |   |        |  |     |         |        |
|   |   |        |  |     |         |        |
| - | • |        | TOTAL  |     | 100,000 | 55,000 |

| Cost E | Element          | BY MOF AND COST ELEMENT     |   |         |        |
|--------|------------------|-----------------------------|---|---------|--------|
| Р      | Plans            |                             |   |         |        |
| L      | Land Acquisition | GO Bonds - Plans            | С | -       | -      |
| D      | Design           |                             |   |         |        |
| С      | Construction     | GO Bonds - Land Acquisition | С | -       | -      |
| Е      | Equipment        |                             |   |         |        |
|        |                  | GO Bonds - Design           | С | 18,000  | 10,000 |
|        |                  |                             | _ |         |        |
|        |                  | GO Bonds - Construction     | С | 76,000  | 42,000 |
|        |                  | 00 Part la Faire de         | _ | 0.000   | 0.000  |
|        |                  | GO Bonds - Equipment        | C | 6,000   | 3,000  |
|        |                  | TOTAL                       |   | 100.000 | FF 000 |
|        |                  | TOTAL                       |   | 100,000 | 55,000 |
|        |                  | GO Bonds                    | _ | 100,000 | 55,000 |
|        |                  | GO Bollus                   | C | 100,000 | 55,000 |
|        |                  | TOTAL all MOF               |   | 100,000 | 55,000 |

| SCO | SCOPE OF WORK BY COST ELEMENT (Project #2: ) |  |      |         |     |       |       |  |  |  |
|-----|--|--|------|---------|-----|-------|-------|--|--|--|
|     |  |  | Cost |         | MOF | FY 22 | FY 23 |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      |         |     |       |       |  |  |  |
|     |  |  |      | # TOTAL |     | _     | -     |  |  |  |

Cost Element
P Plans
L Land Acquisition
D Design
C Construction
E Equipment

BY MOF AND COST ELEMENT

GO Bonds - Plans
C - - 
GO Bonds - Design
C - - 
GO Bonds - Construction
C - - -

| GO Bonds - Equipment                 | С | -       | -      |
|--------------------------------------|---|---------|--------|
| TOTAL                                |   | -       | -      |
| GO Bonds                             | С | -       | -      |
| TOTAL all MOF                        |   | -       | -      |
| TOTAL SCOPE OF WORK BY COST ELEMENT: |   |         |        |
| GO Bonds - Plans                     | С | -       | -      |
| GO Bonds - Land Acquisition          | С | -       | -      |
| GO Bonds - Design                    | С | 18,000  | 10,000 |
| GO Bonds - Construction              | С | 76,000  | 42,000 |
| GO Bonds - Equipment                 | С | 6,000   | 3,000  |
| TOTAL                                |   | 100,000 | 55,000 |
| GO Bonds                             | С | 100,000 | 55,000 |
| TOTAL all MOF                        |   | 100,000 | 55,000 |

Date Prepared/Revised: 9/30/2020

# FY 21 SUPPLEMENTAL BUDGET DETAILS OF SCOPE OF WORK FOR CIP REQUEST - G.O. Bonds DEPARTMENT OF SAMPLE

| Cat   | Dept<br>Pri | Prog ID          | Proj No.  | Project Title                           | MOF | FY 22   | FY 23   |
|-------|-------------|------------------|-----------|---|-----|---------|---------|
| HS    | 2           | SAM200           | 234567    | Lump Sum, Health and Safety (H&S), Maui | С   | 500,000 | 475,000 |
|       |             |                  |           |   |     |         |         |
|       |             |                  |           | TOTAL                                   |     | 500,000 | 475,000 |
| Reque | st Category | <b>/</b> :       |           | BY MOF                                  |     | ·       |         |
| GI    | Governor's  | s Initiatives    |           |   |     |         |         |
| С     | Completio   | n of Ongoing     | CIP Proj  | GO Bonds                                | С   | 500,000 | 475,000 |
| Ε     | Energy Ef   | ficiency         |           |   |     |         |         |
| HS    | Health, Sa  | afety, Court Ma  | andates   |   |     |         |         |
| M     | Major R&N   | If of Existing F | acilities | TOTAL                                   |     | 500,000 | 475,000 |
| Р     | Public Infr | astructure       |           |   |     |         |         |
| 0     | Other       |                  |           |   |     |         |         |
| Т     | Trade-off   | Offset by Lap    | se)       |   |     |         |         |

| SCOF | E OF WO | RK BY C |                 | IENT (Project #1: Wailuku Office Building, H&S | Impro   | vements, Maui) |         |
|------|---------|---------|-----------------|--|---------|----------------|---------|
|      |         |         | Cost<br>Element | Work to be done                                | MOF     | FY 22          | FY 23   |
|      |         |         | D               | Architectural Services                         | С       | 32,000         | 28,000  |
|      |         |         | С               | Upgrade electrical system                      | С       | 50,000         | 50,000  |
|      |         |         | С               | Improve drainage system                        | С       | 70,000         | 70,000  |
|      |         |         | С               | Repair mauka stairs and replace handrails      | С       | 150,000        | 150,000 |
|      |         |         | С               | Contingency                                    | С       | 10,000         | 10,000  |
|      |         |         |                 |  |         |                |         |
|      |         |         |                 |  |         |                |         |
|      |         |         |                 |  |         |                |         |
|      |         |         | . [             | 312,000  | 308,000 |                |         |

| Cost E | Element          | BY MOF AND COST ELEMENT     |   |         |         |
|--------|------------------|-----------------------------|---|---------|---------|
| Р      | Plans            |                             |   |         |         |
| L      | Land Acquisition | GO Bonds - Plans            | С | -       | -       |
| D      | Design           |                             |   |         |         |
| С      | Construction     | GO Bonds - Land Acquisition | С | -       | -       |
| E      | Equipment        |                             |   |         |         |
|        |                  | GO Bonds - Design           | С | 32,000  | 28,000  |
|        |                  |                             | _ |         |         |
|        |                  | GO Bonds - Construction     | С | 280,000 | 280,000 |
|        |                  |                             | _ |         |         |
|        |                  | GO Bonds - Equipment        | С | -       | -       |
|        |                  |                             |   |         |         |
|        |                  | TOTAL                       |   | 312,000 | 308,000 |
|        |                  |                             | _ |         |         |
|        |                  | GO Bonds                    | С | 312,000 | 308,000 |
|        |                  |                             |   |         |         |

TOTAL all MOF

312,000

308,000

14,500

152,500

| SCO | PE OF W | ORK BY C | OST ELEN | MENT (Project #2: Kihei Office Building, H&S Im | prove | ments, Maui ) |         |
|-----|---------|----------|----------|---|-------|---------------|---------|
|     |         |          | Cost     |   |       |               |         |
|     |         |          | Element  | Work to be done                                 | MOF   | FY 22         | FY 23   |
|     |         |          | D        | Architectural Services                          | С     | 25,500        | 14,500  |
|     |         |          | С        | Remove and replace flooring                     | С     | 50,000        | 50,000  |
|     |         |          | С        | Replace dropped ceiling system                  | С     | 75,000        | 75,000  |
|     |         |          | С        | Construction of new walkway                     | С     | 30,000        | 20,000  |
|     |         |          | С        | Contingency                                     | С     | 7,500         | 7,500   |
|     |         |          |          |   |       |               |         |
|     |         |          |          |   |       |               |         |
|     |         |          |          |   |       |               |         |
|     |         |          |          |   |       |               |         |
|     |         |          |          |   |       |               |         |
|     |         |          |          | # TOTAL   |       | 188,000       | 167,000 |

BY MOF AND COST ELEMENT Cost Element Plans Land Acquisition GO Bonds - Plans C Design GO Bonds - Land Acquisition C Construction Equipment GO Bonds - Design C 25,500

GO Bonds - Construction C

| GO Bonds - Equipment                 | С | -       | -       |
|--------------------------------------|---|---------|---------|
| TOTAL                                |   | 188,000 | 167,000 |
| GO Bonds                             | С | 188,000 | 167,000 |
| TOTAL all MOF                        |   | 188,000 | 167,000 |
| TOTAL SCOPE OF WORK BY COST ELEMENT: |   |         |         |
| GO Bonds - Plans                     | С | -       | -       |
| GO Bonds - Land Acquisition          | С | -       | -       |
| GO Bonds - Design                    | С | 57,500  | 42,500  |
| GO Bonds - Construction              | С | 442,500 | 432,500 |
| GO Bonds - Equipment                 | С | -<br>-  | -       |
| TOTAL                                |   | 500,000 | 475,000 |
| GO Bonds                             | С | 500,000 | 475,000 |
| TOTAL all MOF                        |   | 500,000 | 475,000 |

Date Prepared/Revised:

# FB 21-23 BUDGET DETAILS OF SCOPE OF WORK FOR CIP REQUEST - G.O.R. Bonds DEPARTMENT OF

| NEW      | REQUES       | ST (Projec      | t #1 or Lun | np Sum Request)     |     |       |       |
|----------|--------------|-----------------|-------------|---------------------|-----|-------|-------|
| Cat      | Dept         | Prog ID         | Proj No.    | Project Title       | MOF | FY 22 | FY 23 |
|          |              |                 |             |                     |     |       |       |
|          |              |                 |             |                     |     |       |       |
|          | 1            |                 |             |                     |     |       |       |
|          |              |                 |             |                     |     |       |       |
|          |              |                 |             | TOTAL               | •   | -     | -     |
| Reque    | est Category | •               |             | BY MOF              | ·   |       |       |
| С        | ,            |                 |             |                     |     |       |       |
| E        |              |                 |             | GOR Bonds           | D   | _     | -     |
| HS       |              |                 | andates     |                     |     |       |       |
| М        | Major R&N    | 1 of Existing I | acilities   | TOTAL               |     | -     | -     |
| Р        | Public Infra | astructure      |             |                     |     |       |       |
| 0        | Other        |                 |             |                     |     |       |       |
| <u> </u> |              |                 |             |                     |     |       |       |
| sco      | PE OF W      | ORK BY C        | OST ELEN    | IENT (Project #1: ) |     |       |       |
|          |              |                 | Cost        |                     |     |       |       |
|          |              |                 | Element     | Work to be done     | MOF | FY 22 | FY 23 |
|          |              |                 |             |                     |     |       |       |
|          |              |                 |             |                     |     |       |       |
|          |              |                 |             |                     |     |       |       |
|          |              |                 |             |                     |     |       |       |

TOTAL \_ \_ \_ \_

| Cost I | Element          | BY MOF AND COST ELEMENT      |          |   |   |
|--------|------------------|------------------------------|----------|---|---|
| Р      | Plans            |                              |          |   |   |
| L      | Land Acquisition | GOR Bonds - Plans            | D        | - | - |
| D      | Design           |                              |          |   |   |
| С      | Construction     | GOR Bonds - Land Acquisition | D        | - | - |
| E      | Equipment        |                              |          |   |   |
|        |                  | GOR Bonds - Design           | D        | - | - |
|        |                  |                              |          |   |   |
|        |                  | GOR Bonds - Construction     | D        | - | - |
|        |                  |                              | _        |   |   |
|        |                  | GOR Bonds - Equipment        | D        | - | - |
|        |                  |                              |          |   |   |
|        |                  | TOTAL                        |          | - | - |
|        |                  | 000 0                        | <b>D</b> |   |   |
|        |                  | GOR Bonds                    | ט        | - | - |
|        |                  | TOTAL SUMOF                  |          |   |   |
|        |                  | TOTAL all MOF                |          | - | - |

| sco   | PE OF W | ORK BY C | OST ELEM | IENT (Project #2: )     |     |       |       |
|-------|---------|----------|----------|-------------------------|-----|-------|-------|
|       |         |          | Cost     | Work to be done         | MOF | FY 22 | FY 23 |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          |                         |     |       |       |
|       |         |          |          | # TOTAL                 |     | _     |       |
| ost E | lement  |          |          | BY MOF AND COST ELEMENT |     |       | 1     |
| Р     | Plans   |          |          |                         |     |       |       |

Land Acquisition

Construction Equipment

Design

GOR Bonds - Plans D

GOR Bonds - Design D

GOR Bonds - Construction D

GOR Bonds - Land Acquisition D

|                            | GOR Bonds - Equipment        | D | -           | - |
|----------------------------|------------------------------|---|-------------|---|
|                            | TOTAL                        |   | -           | - |
|                            | GOR Bonds                    | D | -           | - |
|                            | TOTAL all MOF                |   | -           | - |
| TOTAL SCOPE OF WORK BY COS | T ELEMENT:                   |   |             |   |
|                            | GOR Bonds - Plans            | D | -           | - |
|                            | GOR Bonds - Land Acquisition | D | -<br>-<br>- | - |
|                            | GOR Bonds - Design           | D | -           | - |
|                            | GOR Bonds - Construction     | D | -           | - |
|                            | GOR Bonds - Equipment        | D | -<br>-      | - |
|                            | TOTAL                        |   | -           | - |
|                            | GOR Bonds                    | D | -           | - |
|                            | TOTAL all MOF                |   | -           | - |

### INSTRUCTIONS FOR FORM CIP DETAILS FB 21-23 BUDGET

Form CIP Details (Details of Scope of Work tor CIP Requests) shall be used to provide a well-defined scope of work and breakdown of costs for each general obligation (G.O.) and G.O. reimbursable (G.O.R) bond funded CIP request, as follows:

- Use one form for each CIP request.
- Each form shall provide the details for a single project request or a lump sum request that includes many specific projects for which a well-defined scope of work shall be provided for each project.
- Departments that require additional scope of work sections for lump sum requests should contact their Department of Budget and Finance (B&F) analyst. See section regarding "Scope of Work by Cost Element (Project #1:)" for additional instructions.
- There are separate forms for G.O. and G.O.R. bond funded requests. Please use the form appropriate for your request.
- Requests funded with multiple means of financing (e.g., G.O. bonds and federal funds) should provide the scope of work and cost breakdown for only the G.O. or G.O.R. bond funded portion of the project.

#### Item Description and Preparation Instructions for Form CIP Details

#### Date Prepared/Revised

Underscore as applicable and enter date.

#### **New Request (Project #1 or Lump Sum Request)**

This section can be cut and pasted from your Form S (Biennium).

Project #1 refers to a request for a single project. Lump Sum Request refers to a request that will fund multiple projects.

#### Request Category (Cat)

Indicate the type of request, as allowed in the Budget guidelines. Must be the same as the category on your Form S (Biennium).

- Completion of Ongoing CIP Projects (C).
- Energy Efficiency (E).
- Health, Safety, Court Mandates (HS).
- Major Repair and Maintenance for Existing Facilities (M).
- Public infrastructure improvements (P).
- Other (O).

#### **Department Priority (Dept Pri)**

Enter the unique priority number that your department has assigned to this request on Table P and Form S (Biennium).

#### Program ID and Project Number

Enter the program ID and project number of the project from Table P and Form S (Biennium).

#### **Project Title**

Enter the facility or project name and brief descriptive statement of the project (e.g., Kahuku High School, Upgrade Drainage System, Oahu) from Table P and Form S (Biennium).

#### MOF and FY 22 and FY 23

Enter the requested amounts for FY 22 and FY 23 by MOF for each project from Table P and Form S (Biennium).

#### Total by MOF

Totals, including breakdown by MOF, will be automatically computed and auto populated. Formulas have been entered on these lines to compute the MOF totals automatically.

#### Scope of Work by Cost Element (Project #1:)

This section should be used to provide the breakdown of the scope of work by cost element and cost. A single project will have one scope of work section to complete, but a lump sum project may have several.

Departments that require additional scope of work sections for lump sum requests should contact their Department of Budget and Finance (B&F) analyst. Please be prepared to inform your analyst of the maximum number of scopes of work sections that will be required for your department's Form CIP Details. For example, a lump sum project request to fund 20 specific projects would require 20 scope of work sections on a single Form CIP Details. A revised file will be emailed for your use and may be used for your department's lump sum requests (delete excess scope of work sections).

Please complete "Project #1:11 information with the project title (e.g., Project #1: Royal Elementary School, Renovate Classrooms to Library, O'ahu). Lump sum requests with multiple specific projects should change the project number and list the project title (e.g., Project #3: Kaimuki High School, Renovate Auditorium, O'ahu) for each subsequent scope of work section.

#### **Cost Element**

Indicate the cost element of the portion of the scope of work to be detailed, as follows:

- P- Plans
- L Land Acquisition
- D- Design
- C Construction
- E Equipment

Totals by cost element should be the same as the totals by cost element from Table P for the respective project.

#### Work to Be Done

Indicate the specific planning, land acquisition, design, construction or equipment costs to be funded, as applicable. Taken together, the information provided in this column should provide a clear scope of work for the project.

#### Means of Financing (MOF) and Amount

Enter the MOF and the amount of funds proposed to fund the related "work to be done." Totals by MOF should match those from the Table P and Form S (Biennium).

#### Total by MOF and Cost Element

Totals, including breakdowns by MOF and cost element, will be automatically computed. Formulas have been entered on these lines to compute the totals automatically. Totals by MOF and cost element should match those from the Table P and Form S (Biennium).

If "Error" appears in "Total" cells, the information in the column is not balanced. Please check to ensure that the cost element and MOF information is entered and that the total of the scope of work sections is equal to the new request section.

Attachments: Sample #1 (single project request)
Sample #2 (lump sum request)

#### FORM CIPOp

Date Prepared/Revised:

# FB 21-23 BUDGET ESTIMATED OPERATING COSTS RELATED TO CIP REQUESTS DEPARTMENT OF

|     | ogram ID:<br>ogram Title:      |         |            |      |         |               |      | Request C  | ategory:             |            |            |
|-----|--------------------------------|---------|------------|------|---------|---------------|------|------------|----------------------|------------|------------|
| De  | partment Contact:              | Phone:  |            |      |         |               |      |            | of Existing          |            |            |
| I.  | CIP PROJECT NUMBER:            |         |            |      |         |               |      | Health, Sa | fety, Court Niciency | Mandates _ |            |
|     | Project Title:<br>Description: |         |            |      |         |               |      |            | astructure In        |            | ts         |
| II. | OPERATING COST SUMMARY         |         |            |      |         |               |      |            |                      |            |            |
|     |                                |         | FY 22 Requ | est  |         | FY 23 Request |      | FY 24      | FY 25                | FY 26      | FY 27      |
|     |                                | FTE (P) | FTE (T)    | (\$) | FTE (P) | FTE (T)       | (\$) | (\$ thous) | (\$ thous)           | (\$ thous) | (\$ thous) |
|     | A. Personal Services           |         |            |      |         |               |      |            |                      |            |            |
|     | B. Other Current Expenses      |         |            |      |         |               |      |            |                      |            |            |
|     | C. Equipment                   |         |            |      |         |               |      |            |                      |            |            |
|     | L. Current Lease Payments      |         |            |      |         |               |      |            |                      |            |            |
|     | M. Motor Vehicles              |         |            |      |         |               |      |            |                      |            |            |
|     | TOTAL REQUEST                  | 0.00    | 0.00       | 0    | 0.00    | 0.00          | 0    | 0          | 0                    | 0          | 0          |
|     | By MOE:                        |         |            |      |         |               |      |            |                      |            |            |

BY MOF:
A
B
N
P
R
S
T
U
V
W
X

FORM CIPOp

Date Prepared/Revised:

# FB 21-23 BUDGET ESTIMATED OPERATING COSTS RELATED TO CIP REQUESTS DEPARTMENT OF

III. EXPLANATION OF COST ESTIMATE

### INSTRUCTIONS FOR FORM CIPOp: FB 2021-23 ESTIMATED OPERATING COSTS RELATED TO CIP REQUESTS

Form CIPOp is to be completed for each new CIP request listed in FB 2021-23 Department Summary of Proposed CIP Lapses and New CIP Requests (Form S).

Sufficient details to support the cost estimate must be provided. Narrative explanation (Part III) should be as precise as possible with quantitative workload and/or other supporting data.

#### Form CIPOp: Item Description and Preparation Instructions

#### Program ID and Program Title:

Fill in with the Program ID and the Program Title.

#### **Department Contact/Phone**:

Enter the name and phone number of the person responsible for the Form CIPOp.

#### Date Prepared/Revised

Underscore "Prepared" or "Revised" as applicable and enter date.

#### Request Category

Indicate type of request, as allowed in the Budget guidelines.

- Major R&M of Existing Facilities
- Completion of Ongoing CIP
- Health, Safety, Court Mandates
- Energy Efficiency
- Public Infrastructure Improvements
- Other

#### I. CIP Project Number

Fill in with CIP Project Number as entered on Table P.

#### **Project Title**

Fill in with the facility or project name, brief descriptive statement of the project and island location (e.g., Kahuku High School - Repave Parking Lot, Oahu) from Table P.

#### **Description of Request**

Fill in with the description of the CIP project from Table P. Explanation is in Part III.

#### II. Operating Cost Summary

Summarize the total estimated costs by cost elements, position counts (permanent and temporary), and \$ amount. Provide a breakdown by all MOF.

#### III. Explanation of Cost Estimate

As applicable, provide narrative for the following:

- 1. Explain how the operating costs related to the CIP request was derived.
- 2. Discuss impact on program performance measures (current approved measures): measures of effectiveness, target group size, activity indicators.

Date Prepared/Revised:

# FB 21-23 BIENNIUM BUDGET DEPARTMENT SUMMARY OF ESTIMATED OPERATING COSTS RELATED TO CIP REQUESTS DEPARTMENT OF \_\_\_\_\_\_

|          |         |          |               |                     |     | \$ Amount |       |                     |                     |                     |                     |
|----------|---------|----------|---------------|---------------------|-----|-----------|-------|---------------------|---------------------|---------------------|---------------------|
| Dept Pri | Prog ID | Proj No. | Project Title | Description of Cost | MOF | FY 22     | FY 23 | FY 24<br>(in thous) | FY 25<br>(in thous) | FY 26<br>(in thous) | FY 27<br>(in thous) |
|          |         |          |               |                     |     |           |       |                     |                     |                     |                     |
|          |         |          |               |                     |     |           |       |                     |                     |                     |                     |
|          |         |          |               |                     |     |           |       |                     |                     |                     |                     |
|          |         |          |               |                     |     |           |       |                     |                     |                     |                     |
|          |         |          |               |                     | _   |           |       |                     |                     |                     |                     |
|          |         |          |               |                     |     |           |       |                     |                     |                     |                     |

| TOTAL:                      |   | - | - | - | - | - | - |
|-----------------------------|---|---|---|---|---|---|---|
| By MOF                      |   |   |   |   |   |   |   |
| General                     | Α | - | - | - | - | - | - |
| Special                     | В | - | - | - | - | - | - |
| Federal Funds               | Ν | - | - | - | - | - | - |
| Other Federal Funds         | Р | - | - | - | - | - | - |
| Private                     | R | - | - | - | - | - | - |
| County                      | S | - | - | - | - | - | - |
| Trust                       | Т | - | - | - | - | - | - |
| Inter-departmental Transfer | U | - | - | - | - | - | - |
| Revolving                   | W | - | - | - | - | - | - |
| Other                       | X | _ | _ | _ | _ | _ | _ |

# INSTRUCTIONS FOR FORM CIPOpB: FB 21-23 BIENNIUM BUDGET DEPARTMENT SUMMARY OF ESTIMATED OPERATING COSTS RELATED TO CIP REQUESTS

Form CIPOpB is a summary listing of each department's Form CIPOp, FB 21-23 budget estimated operating costs related to CIP requests. The listing should be in departmental priority order.

#### Form CIPOpB: Item Description and Preparation Instructions

#### Date Prepared/Revised

Underscore "Prepared" or "Revised" as applicable and enter date.

#### **Department Priority**

Enter the department priority number as entered on Form CIPOp. Requests with multiple MOF should be listed using the same priority number, with separate entries for each MOF.

#### Program ID

Enter the program ID of the request as entered on Form CIPOp.

#### Project No.

Enter the CIP project number as entered on Form CIPOp.

#### **Project Title**

Enter the facility or project name, brief descriptive statement, and island location of the project (e.g., Kahuku High School - Repave Parking Lot, Oahu) as entered on Form CIPOp.

#### Description of Cost

Enter a brief description of the cost as entered on Form CIPOp.

#### MOF and \$ Amounts (FYs 22-23 and FYs 24-27)

Enter the total estimated operating costs by MOF for each project as entered on the respective Form CIPOp. (Note: Amounts for FYs 24-27 by MOF are in thousands, as entered on Form CIPOp)

#### Total by MOF

Totals, including breakdown by MOF, will be automatically computed and auto populated. Formulas have been entered on these lines to compute the MOF totals automatically.

#### FORM PAB

Department of Budget and Finance (rev. 10/2020)

#### **Questionnaire - General Obligation Bond Fund Appropriations**

| 8 Does this request for funding require general obligation bond fund appropriations?   Yes   No   If "no" box is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?   Yes   No    10 Funding sources for costs of project made by this request   a   Direct Federal payment for construction and related capital costs   b   General obligation bond fund appropriations   c   General fund appropriations   d   Other State of Hawaii and county funds   e   Section 501(c)(3) funds   f   Private funds   g   Total capital costs made by this request   Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied   a   Total capital costs (construction, reconstruction, equipment)   b   Total inoncapital State of Hawaii costs (e.g., judgement and legal and contract settlements, but not operating & maintenance)   c   Total grants to counties   d   Total grants to Section 501(c)(3) corporations   g   Total loans to private persons and organizations and Federal government   f   Private funds   g   Total loans to private persons and organizations and Federal government   i   Total use of general obligation bond fund appropriations   Total grants to Section 501(c)(3) corporations   Total user of general obligation bond fund appropriations   Total user obligation bond fund appropriations    | PART 1               | Department and Project            |                                   |                  |                |                  |                 |             |
|--|----------------------|-----------------------------------|-----------------------------------|------------------|----------------|------------------|-----------------|-------------|
| 4 Session Law (act no. and year)  5 Project Description and Estimated Useful Life  PART 2 Project Cost and Funding Sources  8 Does this request for funding require general obligation bond fund appropriations?   yes   No   If no' box is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?  10 Funding sources for costs of project made by this request  a Direct Federal payment for construction and related capital costs  b General collagation bond fund appropriations  c General fund appropriations  d Other State of Hawaii and county funds  e Section 501(x)(3) funds  f Provite funds  g Total capital costs made by this request  a Total capital costs made by this request  a Total capital costs made by this request  b Total provise funds  g Total capital costs formation, reconstruction, experiment)  1 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied  a Total capital costs construction, reconstruction, experiment)  b Total capital costs construction, reconstruction, experiment)  c Total capital costs formation and appropriations and legal and contract settlements, but not operating 8 maintenance)  c Total grants to section 501(x)(3) corporations  d Total squarts to Section 501(x)(3) corporations  f Provate funds  g Total stores to Section 501(x)(3) corporations  f Total area to privise persons and organizations and Federal government    f Provate funds  g Total area to grive the privise persons and organizations and Federal government    f Total uses to privise persons and organizations and Federal government    f Total area used by State of Hawaii and accurates    a Total comman area    b Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    b Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    c | 1 Departmen          | t                                 |                                   |                  |                |                  |                 |             |
| 4 Session Law (act no. and year)  5 Project Description and Estimated Useful Life  PART 2 Project Cost and Funding Sources  8 Does this request for funding require general obligation bond fund appropriations?   yes   No   If no' box is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?  10 Funding sources for costs of project made by this request  a Direct Federal payment for construction and related capital costs  b General collagation bond fund appropriations  c General fund appropriations  d Other State of Hawaii and county funds  e Section 501(x)(3) funds  f Provite funds  g Total capital costs made by this request  a Total capital costs made by this request  a Total capital costs made by this request  b Total provise funds  g Total capital costs formation, reconstruction, experiment)  1 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied  a Total capital costs construction, reconstruction, experiment)  b Total capital costs construction, reconstruction, experiment)  c Total capital costs formation and appropriations and legal and contract settlements, but not operating 8 maintenance)  c Total grants to section 501(x)(3) corporations  d Total squarts to Section 501(x)(3) corporations  f Provate funds  g Total stores to Section 501(x)(3) corporations  f Total area to privise persons and organizations and Federal government    f Provate funds  g Total area to grive the privise persons and organizations and Federal government    f Total uses to privise persons and organizations and Federal government    f Total area used by State of Hawaii and accurates    a Total comman area    b Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    b Total area used by State of Hawaii and counted    c Total area used by State of Hawaii and counted    c |                      |                                   |                                   |                  |                |                  |                 |             |
| PART 2 Project Cost and Funding Sources 3 Does this request for funding require general obligation bond fund appropriations?   | 2 Project Nar        | ne                                |                                   |                  |                | 3 Project CIF    | P No.           |             |
| PART 2 Project Cost and Funding Sources 3 Does this request for funding require general obligation bond fund appropriations?   |                      |                                   |                                   |                  |                |                  |                 |             |
| PART 2   Project Cost and Funding Sources 8 Does this request for funding require general obligation bond fund appropriations?   yes   No    If 'no' bot is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?   yes   No    10 Funding sources for costs of project made by this request   a   Direct Federal payment for construction and related capital costs   a   Direct Federal payment for construction and related capital costs   b   General obligation bord fund appropriations   C   General fund appropriations   G   General costs   G   General costs   G   General costs   G   General fund appropriations   G   General costs   G   Ge | 4 Session La         | w (act no. and year)              | 5 Program Area Function           |                  |                | 6 Item No.       |                 |             |
| PART 2   Project Cost and Funding Sources 8 Does this request for funding require general obligation bond fund appropriations?   yes   No    If 'no' bot is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?   yes   No    10 Funding sources for costs of project made by this request   a   Direct Federal payment for construction and related capital costs   a   Direct Federal payment for construction and related capital costs   b   General obligation bord fund appropriations   C   General fund appropriations   G   General costs   G   General costs   G   General costs   G   General fund appropriations   G   General costs   G   Ge |                      |                                   |                                   |                  |                |                  |                 |             |
| 8 Does this request for funding require general obligation bond fund appropriations?    yes    No    If "no" box is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?    yes    No    10 Funding sources for costs of project made by this request   a Direct Federal payment for construction and related capital costs   b General obligation bond fund appropriations   c General fund appropriations   d Other State of Hawaii and county funds   e Section 501(c)(3) funds   f Private funds   g Total capital costs made by this request   pART 3   Use of general obligation bond fund appropriations and use of project   11 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied   a Total capital costs (construction, reconstruction, equipment)   b Total capital costs (construction, reconstruction, equipment)   c Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total grants to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3 | 7 Project Des        | scription and Estimated Useful    | Life                              |                  |                |                  |                 |             |
| 8 Does this request for funding require general obligation bond fund appropriations?    yes    No    If "no" box is checked, no further information other than signature and date is required.  9 Has any appropriations been made for any portion of project prior to this request?    yes    No    10 Funding sources for costs of project made by this request   a Direct Federal payment for construction and related capital costs   b General obligation bond fund appropriations   c General fund appropriations   d Other State of Hawaii and county funds   e Section 501(c)(3) funds   f Private funds   g Total capital costs made by this request   pART 3   Use of general obligation bond fund appropriations and use of project   11 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied   a Total capital costs (construction, reconstruction, equipment)   b Total capital costs (construction, reconstruction, equipment)   c Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total grants to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   g Total loans to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   e Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3) corporations   d Total capital to Section 501(c)(3 |                      |                                   |                                   |                  |                |                  |                 |             |
| If 'no'' box is checked, no further information other than signature and date is required.   | PART 2               | Project Cost and Funding          | Sources                           |                  |                |                  |                 |             |
| 9 Has any appropriations been made for any portion of project prior to this request?   | 8 Does this re       | equest for funding require gene   | eral obligation bond fund app     | propriations?    |                |                  | Yes             | □No         |
| 10 Funding sources for costs of project made by this request a Direct Federal payment for construction and related capital costs b General fund appropriations c General fund appropriations d Other State of Hawaii and county funds e Section 501(c)(3) funds f Private funds g Total capital costs made by this request  PART 3 Use of general obligation bond fund appropriations and use of project  11 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied a Total capital costs (construction, reconstruction, equipment) b Total nonepital State of Hawaii costs (e.g., judgement and legal and contract settlements, but not operating & maintenance) c Total grants to Section 501(c)(3) corporations d Total contract to counties d Total sents to counties d Total sents to private persons and organizations and Federal government f Private funds g Total loans to Section 501(c)(3) corporations h Total coans to private persons and organizations and Federal government i Total use of general obligation bond fund appropriations  12 Total square footage and percentage of use of project for each purpose to which general obligation bond fund appropriations d Total common area b Total common area b Total common area b Total area used by State of Hawaii and counties c Total area used by State of Hawaii and counties c Total area used by State of Hawaii and counties c Total area used by private persons and organizations and Federal government in trade or business e Total area used by private persons and organizations and Federal government in trade or business e Total area used by fitted or flawaii and counties c Total area used by fitted private persons and organizations and Federal government in trade or business e Total area used by fitted persons and organizations and Federal government in trade or business  e Total area used by fitted persons and organizations and Federal government of project 14 Will any lease or contract with a concressionaire or vendor be entered into in r | If "no" box          | is checked, no further informat   | ion other than signature and      | date is require  | ed.            |                  |                 |             |
| a Direct Federal payment for construction and related capital costs b General biligation bond fund appropriations c General fund appropriations d Other State of Hawaii and county funds e Section 501(c)(3) funds f Private funds g Total capital costs made by this request  PART 3 Use of general obligation bond fund appropriations and use of project 11 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied a Total capital costs (construction, reconstruction, equipment) b Total capital costs (construction, equipment) c Total capital costs (construction, equipment) b Total construction fund appropriation and legal and contract settlements, but not operating & maintenance) c Total grants to counties d Total grants to section 501(c)(3) corporations e Total grants to section 501(c)(3) corporations e Total grants to private persons and organizations and Federal government f Private funds g Total loans to private persons and organizations and Federal government i Total use of general obligation bond fund appropriations 12 Total siguare footage and percentage of use of project for each purpose to which general obligation bond fund appropriations will be applied Square Footage Percentage of Total a Total common area b Total area used by State of Hawaii and counties c Total area used by Section 501(c)(3) corporations d Total area used by Section 501(c)(3) corporations d Total area used by private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government for project 13 Will any lease or contract with a concessionaire or vendor be entered into in respect of   | <b>9</b> Has any ap  | propriations been made for an     | y portion of project prior to the | nis request?     |                |                  | Yes             | □No         |
| a Direct Federal payment for construction and related capital costs b General biligation bond fund appropriations c General fund appropriations d Other State of Hawaii and county funds e Section 501(c)(3) funds f Private funds g Total capital costs made by this request  PART 3 Use of general obligation bond fund appropriations and use of project 11 Total amount made by this request for each purpose to which general obligation bond fund appropriations will be applied a Total capital costs (construction, reconstruction, equipment) b Total capital costs (construction, equipment) c Total capital costs (construction, equipment) b Total construction fund appropriation and legal and contract settlements, but not operating & maintenance) c Total grants to counties d Total grants to section 501(c)(3) corporations e Total grants to section 501(c)(3) corporations e Total grants to private persons and organizations and Federal government f Private funds g Total loans to private persons and organizations and Federal government i Total use of general obligation bond fund appropriations 12 Total siguare footage and percentage of use of project for each purpose to which general obligation bond fund appropriations will be applied Square Footage Percentage of Total a Total common area b Total area used by State of Hawaii and counties c Total area used by Section 501(c)(3) corporations d Total area used by Section 501(c)(3) corporations d Total area used by private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government in trace or business e Total area used to private persons and organizations and Federal government for project 13 Will any lease or contract with a concessionaire or vendor be entered into in respect of   |                      |                                   |                                   |                  |                |                  |                 |             |
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| any portion of the project? If yes, attach schedule and copy of each contract.  14 Will any lease, incentive payment contract or management contract be entered into in respect of   | PART 4               | Payment of operating and          | debt service costs and n          | nanagement       | of project     |                  |                 |             |
| 14 Will any lease, incentive payment contract or management contract be entered into in respect of any portion of the project? If yes, attach schedule and copy of each contract.  15 Will any payment be made (directly or indirectly) by the Federal government or any private person or Yes No organization pursuant to contract or other arrangement in respect to any portion of the project? If yes, attach schedule and copy of each contract.  16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use   | 13 Will any le       | ease or contract with a concess   | sionaire or vendor be entere      | d into in respec | t of           |                  | Yes             | □No         |
| any portion of the project? If yes, attach schedule and copy of each contract.  15 Will any payment be made (directly or indirectly) by the Federal government or any private person or Yes No organization pursuant to contract or other arrangement in respect to any portion of the project?  If yes, attach schedule and copy of each contract.  16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use   | any portio           | n of the project? If yes, attach  | schedule and copy of each         | contract.        |                |                  |                 |             |
| 15 Will any payment be made (directly or indirectly) by the Federal government or any private person or Yes No organization pursuant to contract or other arrangement in respect to any portion of the project?  If yes, attach schedule and copy of each contract.  16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use   | 14 Will any le       | ease, incentive payment contra    | act or management contract        | be entered into  | in respect of  |                  | Yes             | □No         |
| organization pursuant to contract or other arrangement in respect to any portion of the project?  If yes, attach schedule and copy of each contract.  16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use  | any portio           | n of the project? If yes, attach  | schedule and copy of each         | contract.        |                |                  |                 |             |
| If yes, attach schedule and copy of each contract.  16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use  | <b>15</b> Will any p | ayment be made (directly or in    | directly) by the Federal gove     | ernment or any   | private persor | n or             | Yes             | ☐ No        |
| 16 Please list the Department staff member(s) assigned to cooperate with the Department of Budget and Finance in its Project monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use  | organizati           | on pursuant to contract or othe   | er arrangement in respect to      | any portion of   | the project?   |                  |                 |             |
| monitoring responsibilities, including (i) facilitating prior Department of Budget and Finance review and approval for any contracts with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use   | If yes, atta         | ach schedule and copy of each     | n contract.                       |                  |                |                  |                 |             |
| with third parties relating to the Project or any transfer or sale of the Project and (ii) assisting with an annual review of the use  | 16 Please list       | t the Department staff member     | r(s) assigned to cooperate w      | ith the Departn  | nent of Budget | and Finance      | in its Project  |             |
|  |                      |                                   |                                   | -                |                |                  |                 |             |
| oi trie Project. (Απάστι a separate sneet providing name(s), phone number(s), and email address(es).)  |                      | =                                 |                                   |                  | _              |                  | view of the use | •           |
| Name of Signer Signature Date Telephone Number   |                      |                                   | t providing name(s), phone r      |                  | emaii address  |                  | lumbor          |             |
| Traine or organist   Date   Telephone Multiper   | Traine or orgi       | ioi joigilatule                   |                                   | Date             |                | i cicpilolie IV  | IGITIDGI        |             |

#### **Instructions for Form PAB**

**Who must file this Form PAB**. Anyone requesting any appropriation of general obligation bond funds must file this Form PAB.

**Where to file.** This Form PAB must be filed with the Budget, Program Planning and Management Division of the Department of Budget and Finance.

**Purpose**. The purpose of this Form PAB is to elicit information that will enable the State of Hawaii to allocate general obligation bond fund appropriations in a manner that will comply with applicable requirements of Federal income tax law and regulations.

- **Line 1**. Enter the name of the Department making the request for general obligation bond fund appropriations.
- *Line 2*. Enter the name of the project for which general obligation bond fund appropriations are being requested.
- Line 3. Enter the CIP number for the project.
- **Line 4**. Enter the act no. and year of Session Law act under which appropriations have been made or are to be made for the project.
- *Line 5.* Enter the program area function (e.g., economic development).
- Line 6. Enter the item number of the project.
- **Line 7**. Enter the description of the project and its estimated useful life (e.g., Waianae Rental Housing, 30 years).
- *Line 8*. Check the 'yes' box if *any* portion of the project is to be funded with general obligation bond fund appropriations. Otherwise, check the 'no' box, if the 'no' box is checked, no other information on Form PAB, other than the signature line, is required. Please sign, date and return this Form PAB.
- Line 9. Check the 'yes' box if any appropriation has been made for any portion of the project prior to this request and attach the prior Form PAB or schedule containing all relevant details including the date, amount, and Session Law act and year.

*Line 10*. With respect to the appropriations (regardless of the source of such appropriations) made by this request for funding of any portion of the project:

- a. Enter the amount made or expected to be made by the Federal government including reimbursements, for construction and related construction and acquisition costs in respect of the project.
- b. Enter the amount funded or expected to be funded from general obligation bond fund appropriations.
- c. Enter the amount funded or expected to be funded from general fund appropriations.
- d. Enter the amount funded or expected to be funded by other State of Hawaii funds or county funds.
- e. Enter the amount funded or expected to be funded by payments from corporations which are classified as section 501(CX3) corporations under the Internal Revenue Code.
- f. Enter the amount funded or expected to be funded by private persons and organizations.
- g. Enter the total of the amounts in a, b, c, d, e, and f of Line 10. Attach a schedule containing all details, including amounts and name and address of each person contributing to the funding of the project. Funding as used in this Line 10 means funding for capital and related acquisition items, including land, but does not include funding of operational and maintenance expenses or debt service payments after the in-service date of the project.

*Line 11*. With respect to the general obligation bond fund appropriations made by this request for funding of any portion of the project:

a. Enter the total amount made or expected to be made for construction and related construction and acquisition costs of the project.

- b. Enter the total amount made or expected to be made to pay other State of Hawaii costs (e.g., a judgment claim, a contract settlement payment).
- c. Enter the total amount of grants made or expected to be made to counties in the State of Hawaii.
- **d.** Enter the total amount of grants made or expected to be made to section 501(CX3) corporations.
- e. Enter the total amount of grants made or expected to be made to private persons and organizations and the federal government.
- f. Enter the total amount of loans made or expected to be made to counties in the State of Hawaii.
- g. Enter the total amount of loans made or expected to be made to section 501(CX3) corporations.
- h. Enter the total amount of loans made or expected to be made to private persons and organizations and the federal government.
- Enter the total of the amounts in a, b, c, d, e, f, g and h of Line 11.

Attach a schedule containing all details, including amounts and name and address of recipients of bond fund appropriations.

- *Line 12*. Enter, to the extent applicable (e.g., an office building), the total square footage and percentage of total square footage of the project used by various persons or organizations. All use, including indirect and incidental use, is to be included.
- a. The total common area (e.g., hallways, parking structure) used by all persons and organizations.
- b. The total area (excluding the common area) used exclusively by the State of Hawaii and counties in Hawaii.
- c. The total area (excluding the common area) used exclusively by section 501(CX3) corporations.
- d. The total area (excluding the common area) used exclusively by private persons and organizations (including concessionaires and vendors) and the Federal government in their trade or business.
- e. Enter the total of the amounts in a, b, c and d of Line 12.

Attach a schedule containing all details, including a breakdown by area used, and name and address of each user

- Line 13. Check the 'yes' box if any lease or contract with a concessionaire or vendor is expected to be entered into in respect of any portion of the project (e.g., newsstand, store, pharmacy, onsite laundry services, cafeteria or other food services). Attach a separate schedule containing all relevant details, including the date, the name and address of each concessionaire or vendor, the terms and provisions of the lease or contract, and a copy of the contract.
- Line 14. Check the 'yes' box if any lease, incentive payment contract or management contract is to be entered into in respect of any portion of the project. Attach a separate schedule containing all relevant details, including the date, the name and address of each party to such lease or contract, the terms and provisions of the lease or contract, and a copy of the lease or contract.
- Line 15. Check the 'yes' box if any payment is expected to be made (directly or indirectly) by any private person or entity or the Federal government pursuant to contract or other arrangement in respect of any portion of the project. Attach a separate schedule containing all relevant details, including the date, the name and address of each party to such contractor arrangement, the terms and provisions of the contract or arrangement, and a copy of the contractor a description of the arrangement.
- Line 16. Identify on a separate sheet the contact information for department staff member(s) assigned to cooperate with the Department of Budget and Finance in its project monitoring responsibilities.

Date Prepared/Revised:

# FB 21-23 BUDGET DEPARTMENT SUMMARY OF PROPOSED CIP LAPSES AND NEW CIP REQUESTS DEPARTMENT OF

|  | A: PROP  | OSED LAI                                   | PSES     |  |                  | Amo          | unt     |  |
|--|--|--|----------|--|------------------|--------------|---------|--|
| Dept<br>Pri                                  | Act/Yr   | Item No.                                   | Proj No. | Project Title and Reason for Lapsing   | MOF              | FY 22        | FY 23   |  |
|  |  |  |          |  |                  |              | FY 23   |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          | TOTAL  | l                | - 1          |         |  |
|  |  |  |          | BY MOF   |                  | <u> </u>     | FY 23   |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          | General Fund   |                  | -            |         |  |
|  |  |  |          | Special Funds  |                  | -            |         |  |
|  |  |  |          | General Obligation Bonds   |                  |              |         |  |
|  |  |  |          | Reimbursable GO Bonds  |                  | -            |         |  |
|  |  |  |          | Revenue Bonds  |                  | -            |         |  |
|  |  |  |          | Federal Funds  |                  |              |         |  |
|  |  |  |          | Other Federal Funds  |                  |              |         |  |
|  |  |  |          | Private Contributions<br>County Funds  |                  |              |         |  |
|  |  |  |          | Trust Funds  |                  |              |         |  |
|  |  |  |          | Interdepartmental Transfers  |                  |              |         |  |
|  |  |  |          | Federal Stimulus Funds   |                  |              |         |  |
|  |  |  |          | Revolving Funds  |                  |              |         |  |
|  |  |  |          | Other Funds  |                  |              |         |  |
|  |  |  |          | TOTAL  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
| Req  |  | CIP REQU                                   | ESIS     |  |                  | -            |         |  |
| keq<br>Cat                                   | Dept<br>Pri  | Prog ID                                    | Proj No. | Project Title  | MOF              | FY 22 -      | - EV 22 |  |
| Jai  |  | T TOG ID                                   | 110,110. | 1 Toject Title   | IVIOI            | - 1122       | 1123    |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          |  |                  |              |         |  |
|  |  |  |          | TOTAL DEGLIERTS  |                  | <u> </u>     |         |  |
|  |  |  |          | TOTAL - REQUESTS<br>BY MOF   | l                | -            |         |  |
|  |  |  |          | B1 Mol   |                  |              |         |  |
|  |  |  |          | General Fund   | Α                | _            |         |  |
|  |  |  |          | Special Funds  |                  | _            |         |  |
|  |  |  |          | General Obligation Bonds   |                  |              |         |  |
|  |  |  |          | Reimbursable GO Bonds  |                  | -            |         |  |
|  |  |  |          | Revenue Bonds  | E                | -            |         |  |
| Request (                                    | Category:  |  |          | Federal Funds  |                  |              |         |  |
| Other Federal Funds P -                      |  |  |          |  |                  |              |         |  |
|  | D014 (F  | isting Facilitie                           | es       | Private Contributions  |                  |              |         |  |
|  |  | C Completion of Ongoing CIP County Funds S |          |  |                  |              |         |  |
| Comp   | letion of On   |  |          | •  |                  |              |         |  |
| C Comp                                       | letion of On<br>h, Safety, C                                 | ourt Mandate                               | s        | Trust Funds  | Т                |              |         |  |
| C Comp<br>HS Healtl<br>EE Energ              | letion of On<br>h, Safety, C<br>gy Efficienc                 | ourt Mandate<br>y                          |          | Trust Funds<br>Interdepartmental Transfers   | T<br>U           |              |         |  |
| C Comp<br>HS Healtl<br>EE Energ<br>PI Public | letion of On<br>h, Safety, C<br>gy Efficienc<br>Infrastructu | ourt Mandate                               |          | Trust Funds<br>Interdepartmental Transfers<br>Federal Stimulus Funds                                   | T<br>U<br>V      | <br>         |         |  |
| C Comp<br>HS Healtl<br>EE Energ              | letion of On<br>h, Safety, C<br>gy Efficienc<br>Infrastructu | ourt Mandate<br>y                          |          | Trust Funds<br>Interdepartmental Transfers<br>Federal Stimulus Funds<br>Revolving Funds                | T<br>U<br>V<br>W | <br><br>     |         |  |
| C Comp<br>IS Healtl<br>EE Energ<br>PI Public | letion of On<br>h, Safety, C<br>gy Efficienc<br>Infrastructu | ourt Mandate<br>y                          |          | Trust Funds<br>Interdepartmental Transfers<br>Federal Stimulus Funds<br>Revolving Funds<br>Other Funds | T<br>U<br>V<br>W | <br><br><br> |         |  |
| C Comp<br>HS Health<br>EE Energ<br>PI Public | letion of On<br>h, Safety, C<br>gy Efficienc<br>Infrastructu | ourt Mandate<br>y                          |          | Trust Funds<br>Interdepartmental Transfers<br>Federal Stimulus Funds<br>Revolving Funds                | T<br>U<br>V<br>W | <br><br><br> |         |  |

### INSTRUCTIONS FOR FORM S: FB 2021-23 DEPARTMENT SUMMARY OF PROPOSED CIP LAPSES AND NEW CIP REQUESTS

Form S is a summary listing of all FB 2021-23 CIP requests to be proposed in departmental priority order. Form S (Biennium) files can be downloaded in Excel format with Part B prefilled with Table P information from eCIP. A blank Form S (Biennium) Excel file can also be downloaded if necessary.

#### Form S: Item Description and Preparation Instructions

#### Date Prepared/Revised

Underscore "Prepared" or "Revised" as applicable and enter date.

#### Part A - Proposed Lapses

#### Act/Year

Enter the Act number and year enacted of the project that is being proposed for lapsing.

#### <u>Item Number</u>

Enter the item number of the project from Part IV of the Appropriations Act (e.g., G-12).

#### Capital Project Number

Enter the capital project number as shown in the Appropriations Act.

#### Project Title and Reason for Lapsing

Enter the project title as shown in the Appropriations Act and the reason why the appropriation should be lapsed (e.g., project completed, project cancelled, etc.). Additionally, amounts being lapsed by appropriation symbol.

#### Means of Financing (MOF) and Amount

Enter the MOF and the amount of funds proposed for lapsing.

#### Total by MOF

Totals, including breakdown by MOF, will be automatically computed. Formulas have been entered on these lines to compute the MOF totals automatically.

#### Part B – New CIP Requests

#### Request Category

Indicate the type of request, as allowed in the Budget guidelines. Request Category must be completed on Form S (Biennium) manually after downloaded from eCIP. See Attachment 2 for guidelines.

- Major Repair and Maintenance of Existing Facilities
- Completion of Ongoing CIP
- Health, Safety, Court Mandates
- Energy Efficiency
- Public Infrastructure Improvements
- Other

#### **Priority**

Enter unique priority number for the project for this section; projects with multiple MOF should be listed by MOF with the same priority number.

#### Program ID and Project Number

Enter the program ID and project number of the project as entered on Table P.

#### **Project Title**

Enter the facility or project name, brief descriptive statement, and the island location of the project (e.g., Kahuku High School - Repave Parking Lot, Oahu) as entered on Table P.

#### MOF and FB 2021-23

Enter the requested amounts by MOF for each project as entered on Table P.

#### Total by MOF

Totals, including breakdown by MOF, will be automatically computed and auto populated. Formulas have been entered on these lines to compute the MOF totals automatically.

#### FB 21-23 BUDGET

# DEPARTMENT SUMMARY OF ESTIMATED DEFERRED MAINTENANCE COSTS DEPARTMENT OF \_\_\_\_\_

| Prog<br>ID/Org | Island | State Owned Bldg/Facility/Other | Description of Deferred Maintenance | MOF | \$ Amount | Comments |
|----------------|--------|---------------------------------|-------------------------------------|-----|-----------|----------|
|                |        |                                 |                                     |     |           |          |
|                |        |                                 |                                     |     |           |          |
|                |        |                                 |                                     |     |           |          |
|                |        |                                 |                                     |     |           |          |
|                |        |                                 |                                     |     | •         |          |
|                |        |                                 |                                     |     |           |          |
|                |        |                                 |                                     |     |           |          |

| IOTAL:                      |   |   | - |
|-----------------------------|---|---|---|
| By MOF                      |   | 1 |   |
| General                     | Α |   | - |
| Special                     | В |   | - |
| General Obligation Bonds    | С |   | - |
| Reimbursable GO Bonds       | D |   | - |
| Revenue Bonds               | Ε |   | - |
| Federal Funds               | Ν |   | - |
| Other Federal Funds         | Р |   | - |
| Private                     | R |   | - |
| County                      | S |   | - |
| Trust                       | Τ |   | - |
| Inter-departmental Transfer | U |   | - |
| Revolving                   | W |   | - |
| Other                       | X |   | _ |

### INSTRUCTIONS FOR FORM DMC: FB 21-23 BUDGET ESTIMATED DEFERRED MAINTENANCE COSTS

Form DMC is to be completed for the FB 21-23 Department Summary of Estimated Deferred Maintenance Costs.

#### Item Description and Preparation Instructions for Form DMC

#### **Department**

Fill in with appropriate department title.

#### Program ID/Org

Fill in the Program ID and the Organization Code of the program that would be responsible for the cost.

#### Island

Fill in the island location of the deferred maintenance cost (i.e., Kauai, Oahu, Molokai, Maui, Lanai, Hawaii).

#### State Owned Bldg/Facility/Other

Fill in the name of the building, facility, or other improvement to which the deferred maintenance cost is related.

#### Description of Deferred Maintenance

Provide a brief descriptive statement of what the deferred maintenance cost includes.

#### Means of Financing (MOF) and Amount

Fill in the estimated amount by MOF for each deferred maintenance cost.

#### Comments

Provide any additional comments, if necessary.