School Building Authority of West Virginia

TRANSLATING EDUCATIONAL NEEDS INTO FACILITY NEEDS

BUILDING REVIEW

**SBA FORM 100-F**

**NOTE: THIS FORM MAY BE SUBSTITUTED FOR A SIMILAR SBA-APPROVED DIGITAL INSTRUMENT**

**A. Feeder School Summary Report**

**Instructions**: For each High School Attendance Area within the county, complete a new chart to display what it will look like after all changes are implemented.

**B. Feeder School Summary Report Narrative**

In coordination with the feeder school summary, compile a list alphabetically by high school attendance area to provide an analysis of feeder schools and any systematic changes that are proposed to occur in the next planning cycle. Provide the facility name, whether it’s a re-designation or a closure and the date of the change below for each High School Attendance area.

**[High School Name] Attendance Area**

|  |  |  |
| --- | --- | --- |
| Facility Name | Re-designation/Closure | Proposed Date Change |
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**C. A High School Attendance Area Facility Report**

Compile a list alphabetically by high school attendance area to provide an analysis of necessary and proposed improvements in each community. Mark all that apply with an **X** for each school. Add columns for each additional school. There are separate charts for each school type.

**[High School Name] Attendance Area**

|  |  |
| --- | --- |
| Building Use | [High School Name] |
| Functional School |  |
| Continued School |  |
| Closed School |  |
| Transitional School |  |
| New School (Replacement |  |
| Consolidated School |  |
| **Building Improvements** |  |
| New Construction (Addition) |  |
| Site Improvements |  |
| Building Repair |  |
| Building Envelope Renovation (New Comp) |  |
| Interior Remodeling (Sp Imp) |  |
| New Interior Finishes |  |
| Window Replacement |  |
| Doors & Frame Replacement |  |
| Plumbing Renovations |  |
| Heating/Ventilation Improvement |  |
| Air Conditioning |  |
| Special Use Space Improvements(Technology, Media etc.) |  |
| Roof Repair |  |
| Accessibility Improvements |  |
| Health & Safety Improvements |  |
| Furnishing & Equipment Improvements |  |
| Portable Replacement |  |

|  |  |  |
| --- | --- | --- |
| Building Use | [Middle School Name] | [Middle School Name] |
| Functional School |  |  |
| Continued School |  |  |
| Closed School |  |  |
| Transitional School |  |  |
| New School (Replacement |  |  |
| Consolidated School |  |  |
| **Building Improvements** |  |  |
| New Construction (Addition) |  |  |
| Site Improvements |  |  |
| Building Repair |  |  |
| Building Envelope Renovation (New Comp) |  |  |
| Interior Remodeling (Sp Imp) |  |  |
| New Interior Finishes |  |  |
| Window Replacement |  |  |
| Doors & Frame Replacement |  |  |
| Plumbing Renovations |  |  |
| Heating/Ventilation Improvement |  |  |
| Air Conditioning |  |  |
| Special Use Space Improvements(Technology, Media etc.) |  |  |
| Roof Repair |  |  |
| Accessibility Improvements |  |  |
| Health & Safety Improvements |  |  |
| Furnishing & Equipment Improvements |  |  |
| Portable Replacement |  |  |

|  |  |  |
| --- | --- | --- |
| Building Use | [Elementary School Name] | [Elementary School Name] |
| Functional School |  |  |
| Continued School |  |  |
| Closed School |  |  |
| Transitional School |  |  |
| New School (Replacement |  |  |
| Consolidated School |  |  |
| **Building Improvements** |  |  |
| New Construction (Addition) |  |  |
| Site Improvements |  |  |
| Building Repair |  |  |
| Building Envelope Renovation (New Comp) |  |  |
| Interior Remodeling (Sp Imp) |  |  |
| New Interior Finishes |  |  |
| Window Replacement |  |  |
| Doors & Frame Replacement |  |  |
| Plumbing Renovations |  |  |
| Heating/Ventilation Improvement |  |  |
| Air Conditioning |  |  |
| Special Use Space Improvements(Technology, Media etc.) |  |  |
| Roof Repair |  |  |
| Accessibility Improvements |  |  |
| Health & Safety Improvements |  |  |
| Furnishing & Equipment Improvements |  |  |
| Portable Replacement |  |  |

Total Estimated Expenditures in This Attendance Area: $

**NOTE**: Complete a series of charts for each High School Attendance Area

**D. A Countywide Facility Classification**

List each facility within the county and its classification per the Building Review and Recommendation Report of this document.

|  |  |  |
| --- | --- | --- |
| Facility Name | Classification | If Transitional, Describe Future Use |
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School Classification Categories:

**P = Permanent** A School facility that is to be utilized throughout the ten-year planning period without a change in its present use or grade configuration.

**T = Transitional** A school facility that is projected to be utilized throughout the ten-year planning cycle but will experience a change in its configuration or use.

**F = Functional** A school facility that is projected for closure between the fifth and tenth year during the ten-year planning period

**C = Closure** A school facility that is projected for closure before the fifth year of the ten-year planning period.

**E. School Safety**

Provide a school access safety repair and renovation schedule for each school.

|  |  |  |  |
| --- | --- | --- | --- |
| School | Repair / Renovations | Budgeted Cost | Anticipated Completion |
|  |  |  |  |
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**G. Project Priority List**

Provide a prioritized list of projects from the facility recommendations above. Also include a ten-year timeline to indicate the anticipated completion of each of these projects.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Priority | Facility Name |  Project Name |  Budgeted Cost ($) |  Anticipated Completion (YR) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |
| 5 |  |  |  |  |
| 6 |  |  |  |  |
| 7 |  |  |  |  |

NOTE: Use additional rows if necessary.

SBA 100-F