**CONSTRUCTION PROGRESS REPORTING SURVEY**

**PRIVATE CONSTRUCTION PROJECTS**

**IMPORTANT**
Please refer to the back of this form for more information and instructions for completing the survey.

**DUE DATE:**
U.S. Census 10th Street
Jeffersonville, IN 47132-0001
1–800–845–8245

**RETURN FORM TO**
econhelp.census.gov/cprs

**FAX**
1–800–845–8245

**VI A INTERNET OR FOR HELP**

Use your unique User ID and original password.

**User ID:** Password:

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### Section A: PROJECT IDENTIFICATION

The construction project described below is associated with your organization according to published sources. Please correct any errors or fill in any blanks in items 1 and 2. If necessary, make your corrections in item 10, Remarks, or use a separate sheet. **IF YOU HAVE ANY QUESTIONS CONCERNING THIS FORM, PLEASE CALL 1–800–845–8246.**

1. **PROJECT DESCRIPTION**

2. **PROJECT LOCATION**

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### Section B: OWNERSHIP, START AND PROJECTED COMPLETION DATES

3. **TYPE OF OWNERSHIP –** Mark (X) one box.

- [ ] Privately owned
- [ ] Government owned

4a. **START DATE OF CONSTRUCTION**
Month and year of actual construction start date

4b. **PROJECTED COMPLETION DATE**
Month and year of expected completion date

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### Section C: COST ESTIMATES

5a. **CONTRACT CONSTRUCTION COST**

| Costs to be paid to contractors and subcontractors | $0,000.00 |

5b. **OWNER SUPPLIED MATERIALS AND LABOR**

| Construction materials supplied by owner and the value of work done by project owner’s own construction employees assigned to the project. | $0,000.00 |

5c. **TOTAL CONSTRUCTION COST**

| Sum of 5a + 5b | $0,000.00 |

6. **ARCHITECTURAL, ENGINEERING, AND MISCELLANEOUS COSTS**

| Architectural, engineering, and miscellaneous costs | $0,000.00 |

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### Section D: MONTHLY CONSTRUCTION PROGRESS REPORT

7. **ESTIMATED AMOUNT OF ALL OTHER CAPITAL EXPENDITURES**

| Items to be paid to contractors | (Thousands of dollars) |

8. **MONTHLY VALUE OF CONSTRUCTION PUT IN PLACE ON PROJECT DESCRIBED IN ITEM 1**

| Month and year report period | Value of construction put in place during month as defined in item 5c (Thousands of dollars) |

8a. **(a)**

| Month and year report period | $0,000.00 |

8b. **(b)**

| Month and year report period | $0,000.00 |

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### Section E: PROGRESS REPORT

9. **COMPLETION DATE**

| Month and year of completion | Enter date when all construction is actually completed |

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**NOTE:** Be sure to complete section E on the back of the form.
REPORTING INSTRUCTIONS FOR PRIVATE CONSTRUCTION PROJECTS

We estimate this survey will take an average of 30 minutes to complete for your first month of reporting and 10 minutes for subsequent months, not including the time to review instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: ECON Survey Comments 0607-0153, U.S. Census Bureau, 4600 Silver Hill Road, Room EMD-6K064, Washington, DC 20233. You may e-mail comments to ECON.Survey.Comments@census.gov. Be sure to use ECON Survey Comments 0607-0153 as the subject.

Section A – PROJECT IDENTIFICATION

Correct any information in items 1 and 2 if necessary.

For the project described in item 1 to be privately owned, it must be privately owned during construction and involve the erection of a new structure(s) or improvements to an existing structure(s) as defined below.

For the project described in item 1 to be government owned, it must be state, local, or federal government owned during construction and involve the erection of a new structure(s) or improvements to an existing structure(s) as defined below.

If the project is only maintenance and repairs, please note so in item 10, Remarks, complete item 11, and return the form.

Section B – OWNERSHIP, START AND PROJECT COMPLETION DATES

Item 3 – As noted, “ownership” for purposes of this survey depends on the owner during the construction phase. Check the appropriate box.

Item 4a – The start date is defined as the date that actual construction work first began on the project described in item 1. If the project is to start at some future date, please enter the date, complete item 11, and return the form.

Item 4b – The projected completion date is defined as the date the project described in item 1 is expected to be completed.

Section C – COST ESTIMATES

"Construction," for purposes of this survey, is defined as the building of and/or improvements to fixed structures. This INCLUDES:

a. New structures, additions, alterations, conversions, expansions, rebuilding, construction, renovations, rehabilitations and major replacements (such as the complete replacement of a roof or heating system).

b. Mechanical and electrical installations – Plumbing, heating, electrical work, elevators, escalators, central air-conditioning, and other similar building services.

c. Outside construction – Clearing and grading of undeveloped land and the fixed, auxiliary structures which the project owner builds within the property lines. Also, roadways, bridges, parking lots, utility connections, outdoor lighting, pools, athletic fields, piers, wharves and docks, and similar auxiliary facilities.

FOR INDUSTRIAL STRUCTURES

In addition to a, b, and c, construction INCLUDES:

d. Fixed, largely site-fabricated equipment which is not housed in a building, primarily for petroleum refining and chemical plants, but also including storage tanks, refrigeration systems, etc.

e. The cost and installation of construction materials placed inside an industrial building and used to support production machinery, for example, complete platforms, overhead steel girders, and pipes to carry paint, etc., then storage tanks.

f. The following types of equipment: boilers, overhead hoists and cranes, and blast furnaces.

EXCLUDE: The cost and installation of production machinery not listed above, such as industrial robots, stamping machinery, printing presses, rolling machines, packaging equipment, generators, compressors, motors, computer systems, etc. See item 7.

Item 5a – The total amount to be paid to construction contractors by the project owner for work done on this project.

Item 5b – The total amount of labor by the owner’s construction employees working on the project, including supervisory personnel assigned to the project. Include the total cost of all construction foremen, laborers, laborers and mechanics, and other similar building services.

Item 5c – Sum of values reported in items 5a and 5b. This is the value to be reported in item 8, monthly value of construction put in place.

Item 6 – The total amount of fees which the project owner has paid or will pay to architectural and engineering firms for work on this project. Also estimate the total cost of all other construction items which the project owner will allocate on his books to this project. Include the project owner’s overhead and office costs, interest and taxes paid during construction, the cost of design work by the owner’s staff, and other miscellaneous construction fees and costs allocated on the owner’s books. DO NOT include the cost of production machinery and equipment, land, and furniture and furnishings.

Item 7 – The total amount of all capital expenditures, which you expect to make on this project, not reported in items 5a, 5b, 5c, and 6, including production machinery and equipment, furniture, office equipment and other movable equipment.

Section D – MONTHLY CONSTRUCTION PROGRESS REPORT

Item 8 – Report the monthly value of construction put in place for the costs associated with item 5c. These costs include:

a. Work done by contractors and/or subcontractors, including any retainage being withheld until the work is complete.

b. The cost of any materials installed which were provided by the owner.

c. The work done by the project owner’s own construction employees, including supervisory personnel assigned to this project.

Initially, report monthly values from the start month to the most current month shown in item 8. Then each month, when the term is returned to you, report for the month shown and any revisions which you might have. When entering monthly data, be sure to report the costs in the month in which the work was done rather than in the month in which payment was made.

If the contractor’s bills are for periods other than monthly, estimate a monthly amount. In each month where there is no construction, enter a zero.

Item 9 – If construction is complete except for some minor work or retainage (up to 3 percent of item 5c), you may stop reporting on this project by indicating in item 10, Remarks, and entering the completion date in item 9.

Section E – PERSON TO CONTACT REGARDING THIS SURVEY

Item 11 – Enter the requested information for the person who can answer questions about this survey.

10. REMARKS

Section E – PERSON TO CONTACT REGARDING THIS SURVEY – Please print or type

11a. Name

b. Title

c. Telephone

Area code Number Extension

d. Organization

e. Address

f. Fax

Area code Number

g. Email Address

h. Web Address