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PROJECT IDENTIFICATION

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

DUE DATE:

U.S. Census Bureau
1201 East 10th Street
Jeffersonville, IN 47132-0001
1-800-845-8245
cenhelp.census.gov/cprs

Use your unique User ID and original password.

User ID: 
Password: 

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 9, 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

Section B

OWNERSHIP, START AND PROJECTED COMPLETION DATES

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

☐ State Government or Agency
☐ Local Government or Agency
☐ Federal Government or Agency

4a. START DATE OF CONSTRUCTION

When did actual construction work on the site start, or when do you estimate it will start? Enter month and year.

4b. PROJECTED COMPLETION DATE

When do you estimate it will complete? Enter month and year.

Section C

COST ESTIMATES

INCLUDE

☐ Site preparation and outside construction such as sidewalks and roadways
☐ Mechanical and electrical installations which are integral parts of the structure, such as elevators, heating equipment, etc.

EXCLUDE

☐ Land and pre-existing structures
☐ Architectural, engineering, and owner's overhead and miscellaneous costs – See item 5c
☐ Furniture, furnishings, and other movable equipment
☐ Contingency funds

FOR HEAVY NONBUILDING PROJECTS SEE SPECIAL INSTRUCTIONS ON BACK

NOTE: If project is on a "cost plus" basis, enter your best estimate of the final cost.

Section D

MONTHLY CONSTRUCTION PROGRESS REPORT

This form will be returned to you EACH MONTH until the project is completed.

7. 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)

(a) 

(b)

8. COMPLETION DATE

Enter date when all construction is actually completed

Month and year of completion

NOTE: Be sure to complete section E on the back of the form.
Section A – PROJECT IDENTIFICATION
Correct any information in items 1 and 2 if necessary.
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.
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.
If the project is only maintenance and repairs, please note so in item 9, Remarks, complete item 10, and return the form.

Section B – OWNERSHIP, START AND PROJECTED 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 10, 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, reconstruction, 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 all similar auxiliary facilities.

FOR HEAVY NONBUILDING PROJECTS
In addition to a, b, and c, construction INCLUDES:
- d. Fixed works, such as power plants, dams, highways, bridges, reservoirs and sewer and water facilities.
- e. Machinery and equipment which are integral parts of structures. Also fixed, largely site-fabricated equipment such as storage tanks.
- f. The following types of equipment: boilers, towers and fixtures.

EXCLUDE: Movable machinery and equipment which are not integral parts of structures. Also, for power generation plants, exclude primary power producing machinery such as generators, reactors, and steam engines.

9. REMARKS

Section D – MONTHLY CONSTRUCTION PROGRESS REPORT
Item 7 – Report one 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.
- e. 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 7. Then each month, when the form 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 8 – 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 9, Remarks, and entering the completion date in item 8.

Section E – PERSON TO CONTACT REGARDING THIS SURVEY
Item 10 – Enter the requested information for the person who can answer questions about this survey.

<table>
<thead>
<tr>
<th>10a. Name</th>
<th>b. Title</th>
<th>c. Telephone</th>
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</thead>
<tbody>
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<td></td>
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<td>Area code Number Extension</td>
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<tr>
<td>d. Organization</td>
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<td>g. Email Address</td>
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