

PRELIMINARY ARCHITECTURAL FEASIBILITY REPORT

COMMUNITY FACILITIES

GENERAL. The following shall be used as a guide for preparation of an Architectural Feasibility Report for Community Facilities proposed to be funded by the United States Department of Agriculture / Rural Development (RD).

1. **Need for the Facility:** Document.
2. **Existing Facilities:** Describe - include condition, size inadequacy, suitability for continued use and other pertinent information. Include accessibility concerns/noncompliant issues. Include any structural evaluation reports, etc.
3. **Proposed Facility:** General description of the proposed facility, construction and design.
 - a. Describe the proposed spaces and their functions. Describe proposed interior materials and finishes.
 - b. Include a description of the proposed structural framing and exterior wall construction:
 - Foundation and footing materials
 - Exterior wall construction: CMU, wood stud, steel stud, etc.
 - Exterior wall finishes: wood siding, metal siding, vinyl siding, brick, metal panel, etc.
 - Window type and function
 - Roof type
 - Describe proposed structural framing: Pre-engineered metal building, stick built wood framing, structural steel, pre-engineered wood trusses, etc.
 - c. Design requirements (site area, zoning, use group classification, construction classification, etc.).
 - d. Include building area and occupant load.
 - e. Include a description of any accessory buildings, sheds, carport, garages, etc.
4. **Building Site:** Describe the proposed site.
 - a. Amount of land required for intended use. Is there sufficient space on the site for future expansion?
 - b. Location Map of area indicating site location, shopping areas, churches, schools, hospital, residential areas, etc. Alternate locations which have been considered.
 - c. Flood Plain Report - NRCS or HUD Flood Map.

- d. Zoning Compliance - (local and/or county).
 - e. Evidence that public water and sewer services are available for the proposed project. Include water pressure available at the site. If a new or existing well is planned, is the facility considered a Public Water System therefore regulated by the Department of Health? Verify the water supply will meet the requirements of the NYS Sanitary Code
 - f. Available utilities: i.e. natural gas availability or will the facility need to store the fuel source.
 - g. Include a description of previous use of the site, existing buildings, foundations, etc. that may still be present on the site.
5. **Site Plan:**
- a. Schematic Site plan including existing contours (if available), trees and other natural features.
 - b. Location of building(s), streets, walks, ramps, steps, curbs, parking, and related site improvements.
 - c. Finish floor elevations.
 - d. Include proposed occupant load and building square footage on Site Plan.
 - e. Proposed surface and subsurface drainage systems (on and off site).
 - f. Existing site utilities underground (on and off site).
 - g. Include adjacent land use and building locations, flood plains, sight distances at streets, etc.
 - h. Indicate existing rights-of-way and easements.
6. **Schematic Building Plans and Elevations:**
- a. Building plans with overall dimensions.
 - b. Building elevations.
 - c. Typical wall section (bearing and non-bearing), including foundations
7. **Construction Problems:** Indicate in detail - include information on items which may affect the cost of construction and/or acceptability of the site.
- a. Presence of rock.
 - b. High water table or flood plain.
 - c. Land fill or unstable soils.
 - d. Natural gas and mineral rights (indicate owner or lessee).
 - e. Hilly site or flat site (potential difficulty surface water drainage).
 - f. Other
8. **Preliminary Cost Estimate:**
- a. Building Construction (including fixed equipment).
 - b. Site Development.

- c. Land and Rights.
 - d. Architect Fees (Fixed Fee Amount) and NTE for reimbursable expenses.
 - e. On site Resident Inspector during construction.
 - f. Engineering Costs (explain).
 - g. Direct Expenditures including tests and special inspections and utility hook-ups.
 - h. Movable equipment: Furnishings, fixtures and equipment.
 - i. Legal services.
 - j. Interest during construction.
 - k. Contingencies (10% of building construction and site development).
 - l. Initial operating and maintenance.
 - m. Initial reserve.
 - n. Others (explain).
 - o. Total of all above.
9. **Procurement:** Include a description of the proposed procurement method. Competitive sealed bids, publicly advertised, will be required for most construction projects unless an alternate contracting method has prior written approval by Rural Development National Office. All procurement transactions, without regard to dollar value, shall be conducted in a manner that provides maximum open and free competition.
10. **Photographs:**
- a. Provide photographs of the site and adjacent areas.
 - b. If an existing building include interior and exterior of the existing building and note location of proposed addition.
11. **Conclusions and Recommendations:** Include site suitability and/or possible alternatives to the proposed plan.