

Chapter 62: Public School Funding

Rule 62.1 Applications

1. The local School Board and Superintendent shall prepare and submit to the State Board of Education in duplicate the "Long Range Plan of Providing Equal Facilities" for the children of the district. It is very desirable that a conference be held with the Office of School Building and Transportation before the Long Range Plan is completed. This Long Range Plan must be submitted to and approved by the State Board of Education before any school building project can be approved.
2. The site for any new building must be approved by the State Board of Education.
3. Separate applications, along with preliminary plans, must be submitted for each project. These should be submitted in duplicate for review and processing.
4. Immediately following the approval of each project, a Loan Agreement and a No- Arbitrage Certificate must be executed by and between the School Board and the State Board of Education. Copies of this Agreement and Certificate will be mailed from the offices of the State Department of Education to the School Board. All copies of the Agreement and Certificate should be executed by the proper officials designated therein and all copies returned to the State Department of Education.
5. The State Department of Education must be furnished a Certificate of Title prepared and signed by an Attorney for the School Board, if requested. (Blank forms will be provided by the State Department of Education.) Title to school sites should be vested in the School Board and their successors in office. In those cases where title to school property is vested in municipal boards of aldermen, or other such governing authorities of a municipality, a transfer of title to the proper School Board should be effected and such deed properly recorded. In those cases where oil and gas leases are in effect on property purchased for school sites, or where mineral interests are outstanding, it will also be necessary for a non-drilling agreement to be secured and filed with the State Department of Education.
6. Final plans and specifications should then be completed, after the owner and architect/engineer have conferred with officials of the Office of School Building and Transportation of the State Department of Education, and have made a restudy of the plan in order to be sure that all educational and other requirements have been met. Final plans and specifications, including any addenda, must be approved by the Office of School Building and Transportation, the State Board of Health, and other required regulatory Agencies. Architects/engineers should furnish the State Department of Education with two sets of plans and specifications on each project. When such final plans and specifications are approved by the agencies aforesaid, the School Board will be contacted by the State Department of Education to set a bid date. When a bid date has been authorized by the State Department of Education, proper notice to bidders should be published as provided by law (37-47-29, Mississippi Code of 1972). School districts are urged to instruct their architects/engineers to construct bid proposal documents to include every "add alternate" and "deduct alternate"

which may be needed to place the project under contract. Under Mississippi law, there is no provision to "negotiate" a contract.

7. All bids received shall be publicly opened, read and tabulated and the contracts awarded to the lowest and best bidders by the School Board, subject to the approval of the State Board of Education.
8. Following the acceptance of bids, the School Board and/or Architect/Engineer shall submit to the State Department of Education the following:
 - a. Tabulation of all bids received.
 - b. Copy of "Bid Proposal" of lowest bidder.
 - c. Four (4) copies of signed contracts. (Contracts must be signed by the School Board President and the authorized representative of the Contractor.)
 - d. Four (4) copies of "Performance Bonds", with Power of Attorney in the State of Mississippi.
 - e. Letter from Contractor(s) stating that there are no sub-contractors whose work value is in excess of \$50,000.00, or a list of the sub-contractor(s) with their addresses and certificate of responsibility number(s).
 - f. Architect's/Engineer's certification of area under contract.
 - g. Letter from Architect/Engineer stating the percentage of project fees.
 - h. Letter from the School Board as to the availability of funds to complete the entire project.
 - i. Proof of publication of Advertisement for Bids.
9. Payments will be made as follows:
 - a. 60% upon approval of Contract Documents by the State Board of Education.
 - b. 30% upon written certificate from the Architect/Engineer that the project is 50% completed.
 - c. 10% upon completion of the project (including completion of all items noted at the final inspection), approval of final report by the State Board of Education, and except as provided in Section 14 herein.
10. Architect/engineer will supervise and conduct inspections during the course of the project, and will furnish field inspection reports to the owner, contractor, and the State Department of Education, Office of School Building and Transportation. Representatives of the State Department of Education will make as many inspections as necessary for project evaluation.
11. All change orders; including credits granted by the contractor, must be submitted to and approved by the State Board of Education before being carried out. Documentary evidence must be furnished for every change that is made affecting the amount of the contract or the architectural or engineering fees involved, and such changes must be approved by the state Board of education and placed on record in its minutes. The State Board of Education will not approve a reduction in the work to be performed unless adequate evidence is presented that a corresponding reduction in the amount of the contract has been affected. Likewise, the State Board of Education will not approve an increase in the contract amount, unless adequate evidence is provided that there will be a corresponding increase in the work performed. No

change order will be considered by the State Board of Education after final payment has been made.

12. When the building is ready for final inspection, there should be furnished the State Department of Education a certificate from the architect/engineer that the building is substantially completed and ready for final inspection. The architect/engineer will set a time and date acceptable to the State Department of Education, the school board, and the contractor for making the final inspection. A written report of the final inspection shall be made to the State Department of Education by the architect/engineer. The architect/engineer must furnish to the State Department of Education (1) a copy of the "Final Certificate of Payment" A.I.A. Document G-702 (an itemized statement showing all changes in contracts), (2) a certification that all items on the final "punch list" have been completed or corrected, (3) complete documentation of the expenditure of any allowances which were included in the contract, and (4) a copy of all closing documents and warranties as required. When this report is made to the State Board of Education, and when same is approved, the State Board of Education will enter an order in its minutes finally approving and accepting the project.
13. The architect/engineer must furnish to the State Department of Education (1) a copy of the "Final Certificate of Payment" A.I.A. Document G-702 (an itemized statement showing all changes in contracts), (2) a certification that all items on the final "punch list" have been completed or corrected, (3) complete documentation of the expenditure of any allowances which were included in the contract, and (4) a copy of all closing documents and warranties as required. When this report is made to the State Board of Education, and when same is approved, the State Board of Education will enter an order in its minutes finally approving and accepting the project.
14. Prior to receiving the final 10% of loan proceeds, the School Board shall submit to the State Board of Education a certified copy of the records regarding the investment of the loan proceeds which records will reflect (1) that the loan proceeds were segregated in an account separate and apart from other funds of the School Board, (2) the date the loan proceeds were received, (3) the dates the loan proceeds were invested or reinvested, (4) the respective rates of interest in which the loan proceeds were invested or reinvested, and (5) the amounts of investment income received from the investment or reinvestment of the loan proceeds.
15. Upon receipt of those documents and reports listed in 13 and 14 above, payment of the final 10% of state funds will be made, subject however, to the State Board of Education right to deduct certain amounts relating to the rebate to the United States Department of Treasury of certain arbitrage profits, if any, resulting from the investment of loan proceeds by the School Boards.

Source: *Miss. Code Ann. § 37-1-3*

Rule 62.2 Application Evaluation. After a school district's Long Range Plan has been approved by the State Board of Education as required by Section 37-47-15, Mississippi Code of 1972, as amended, the following criteria shall be utilized in the evaluation of project applications for funding under the Public School Building Fund:

1. Actual and Projected Instructional Area deficit at the Attendance Center;
2. Percentage of Total Floor Area of Attendance Center Needing Renovation (including re-roofing);
3. District's Current Bonded Debt as a Percent of Property Assessment;
4. District's Public School Building Fund Expenditures Per Pupil for last 5 years (aggregate);
5. Date of most recent Public school Building Fund Allocation to District; and
6. Current Public School Building Fund Loans Outstanding Per Student (district). Appeals from decisions of the State Department of Education may be affected in the manner prescribed by law.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 4/1989)*

Rule 62.3 Division of \$10,000,000. The additional \$10,000,000 diversion to the Public School Building Fund shall be used for capitol improvements. Funds shall be distributed on a cash basis. Staff shall inform school district personnel of the steps which must be followed to acquire these funds.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 6/1992)*

Rule 62.4 Hearing Procedures. The hearing procedure for the Public School Building Fund is as follows:

1. The State Department of Education, Bureau of School Building and Transportation, shall make the initial recommendation to the State Board of Education to approve or disapprove the plan or application.
2. If the recommendation is to disapprove the plan or application and the State Board acts upon same, the Department will notify the district by certified mail of disapproval, listing the reasons therefore in accord with 37-47-17 and giving notice to the district of its right to request a hearing in writing before the State Board of Education pursuant to 37-45-27 et. seq. within twelve days of receipt of the letter of denial.
3. Upon receipt of a request for a hearing by the district, the State Superintendent of Education will notify the district by certified mail of the time and place of the hearing. Such notification will not exceed ten days from the date of receipt of the request unless mutually agreed in writing by the department and the district.
4. The State Board of Education may hear the issues or may designate an ad hoc committee of the Board to hear the issue(s) at a called meeting and act upon the committee's recommendation at the next regularly scheduled meeting following the issuance of the committee's recommendation unless otherwise mutually agreed in writing by the department and the district.

5. The district and the department may present witnesses and other evidence pertinent to the issue(s) in accord with the provisions of 37-45-27. The State Board of Education shall not be bound by the common law or by statutory rules of evidence or by formal or technical rules of procedure, but may conduct the hearing in such a manner as to best ascertain and determine the welfare of the educable children involved, the efficiency of the schools' operation, and the economic and social welfare of the various school areas involved. Hearsay evidence, if presented, shall not be the sole basis for the determination by the board. The board may ask questions, limit the examination or cross-examination of witnesses and recess and reconvene the hearing, if necessary, in accord with 37-45-27 and 37-45-15.
6. It shall be the responsibility of each party to secure the attendance of its witnesses; however, under the authority of 37-45-31 and upon request of the parties, the State Board of Education may subpoena witnesses and documents material to the issue(s) under seal of the State Board of Education and in its name. Failure to comply with a subpoena is governed by 37-45-33.
7. A record of the hearing will be taken in accord with the provisions of 37-45-37 and 37-45-45. It is the duty of the appealing district to obtain a court reporter. Should the district certify in writing to the board that it is unable to obtain a competent reporter; the board will select a reporter for the district.
8. The appealing district will bear all costs of the hearing, including the court reporter's fees, excepting only the cost of any witnesses subpoenaed by the State Department of Education (See 37-45-35; 37-45-37; 37-45-43; 37-45-45; 37-45-47; 37-45-49).
9. Two copies of all written evidence will be required: one copy for the State Board of Education and one copy for the opposing party. Evidence submitted by the district will be labeled P-1, P-2, etc. Evidence submitted by the department will be labeled D-1, D-2, etc. Evidence may be stipulated and entered as S-1, S-2, etc.
10. Following the hearing and within a reasonable time after opportunity to review, study and analyze the evidence presented, the board shall make its written findings and issue its order. In the event the board chooses to designate an ad hoc committee of its members to hear the evidence, such committee will within thirty (30) working days of the conclusion of the hearing, after opportunity to review, study and analyze the evidence presented, make its written findings and recommendation to the board, which will act upon such recommendation at its next scheduled meeting. The decision of the board is final.
11. If a decision is adverse to the district, the district has the right of appeal to Chancery Court under the provisions of 37-45-51 and 37-47-67.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 11/1992)*

Rule 62.5 Historical Sites (Repealed 3/2012)

Rule 62.6 Kindergarten Classrooms (Repealed 2/2012)

Rule 62.7 Regulations

1. The "Loan Entitlement" to capital improvement funds for each school district shall be computed according to the provisions of Title 37, Chapter 47, Mississippi Code of 1972, as follows:

Total Earned Credits (Annual grants earned since 7-1-54)
- Interest Charged on Loans Outstanding
= Net Earned Credits
- Amount of Approved Projects
= Loans Outstanding
+ Maximum Permissible Loan (Annual grant X ADA X 20 yrs. X 75%)
= Loan Entitlement

2. The expenditure of State Funds for capital improvements shall be subject to the following restrictions:
 - a. \$40 per square foot for new construction (including A & E fees);
 - b. \$15 per square foot for renovation and/or repairs to existing facilities (including A & E fees);
 - c. No state funds for the purchase or improvement of school sites;
 - d. No state funds for construction, renovation, or repairs of frame or predominately frame buildings;
 - e. No state funds for maintenance-type repairs;
 - f. Each building project, including renovations and repairs, must be planned and supervised by an architect/engineer licensed in the State of Mississippi;
 - g. Architectural and engineering fees from state funds shall not exceed 6% of contract;
 - h. The architect/engineer shall furnish to the successful bidder(s), without cost, sufficient sets of drawings and specifications to satisfactorily complete the project;

- i. A minimum pitch of 1/4 inch to each foot on any roof on any new building;
 - j. The accreditation status of the school district must be verified by the Commission on School Accreditation. In order to be eligible for state public school building funds, the district must demonstrate that all of its schools are fully accredited, the only exception being non-accreditation due to a facilities deficiency.
3. The district's Long Range Plan must address itself to the proposition of providing adequate and equal facilities for all students in the school district.
 4. The "Procedures for Submission of Projects", as revised periodically, are hereby made a part of the Mississippi Board of Education Rules and Regulations of the State Public School Building Fund.
 5. School sites shall be subject to the following:
 - a. Regardless of whether state public school building funds are involved, no new school facilities shall be constructed on any new site until the said site shall have been submitted to and approved by the Mississippi Board of Education.
 - b. Fee simple title to the school site must be vested in the school board and its successors in office.
 - c. Elementary school sites must have at least five (5) acres of land with one (1) additional acre for each 100 students enrolled, and high school sites must have at least fifteen (15) acres of land with one (1) additional acre for each 100 students enrolled. (These minimum standards may be waived, at the discretion of the Board, when extenuating circumstances exist.)
 - d. School sites will be approved according to the criteria established by the Mississippi Board of Education.
 6. The School District must execute and deliver to the Mississippi Board of Education a No-Arbitrage Certificate simultaneous to the execution and delivery of the Loan Agreement and further agrees to comply with the requirements set forth in the No-Arbitrage Certificate, the Procedures for Submission of Project as each relates to the expenditure and investment of funds advanced, the maintenance of expenditure and investment records of advanced funds and the reporting to the Board and the Treasurer of the State of Mississippi of the records of the expenditure and investment of advanced proceeds.

Source: *Miss. Code Ann. § 37-1-3 (Revised 12/1998)*

Rule 62.8 Roof Requirements

1. Type of System

The following four types of roofing systems will be accepted. Any other type of roof system must have written approval of the State Department of Education:

- a. A four-ply fiber glass hot applied built-up roofing system.
- b. A single-ply ethylene propylene diene monomer (EPDM) which can be loose laid, adhered or mechanically attached.
- c. A modified bitumen system which can be heat welded, hot bitumen, or adhered; and with a surfacing which shall completely cover the membrane.
- d. A standing seam metal roof system shall be from a single manufacturer with a minimum of 24 gauge galvalume sheets attached to slip clips for expansion and all seams double locked or pittsburged rolled.

Roofs shall be specified, as well as guaranteed, as a system and shall include vapor retarders, insulation, bitumen, felts, membranes, flashings, metals, decks, and/or any other items where required by the proposed roof design. All manufacturers' materials used in the roofing system shall be specified to meet the latest available ASTM standards for individual components of the roofing system. Certification from the roofing manufacturer shall be furnished at the pre-roofing conference as well as when the material is delivered to job site.

2. GUARANTEE

- a. The four-ply built-up roof system shall have a 20-year unlimited manufacturer's guarantee for water tightness covering material and workmanship on the entire system.
- b. The single-ply EPDM system shall have a 15-year manufacturer's guarantee for water tightness covering material and workmanship on the entire system, limited to the installation cost of the roof system.
- c. The modified bitumen roof system shall have a 20-year manufacturer's guarantee for water tightness covering material and workmanship on the entire system, limited to the installation cost of the roof system.
- d. The standing seam metal roof shall have a 20-year, 6-month unlimited manufacturer's guarantee for water tightness covering material and workmanship on the entire system.
- e. In addition to the above guarantee, the general contractor and/or the roofing contractor shall provide a written guarantee agreeing to keep the roof free of leaks for a period of two (2) years starting at the time of acceptance of the project by owner.

3. ROOF SLOPES

- a. All roof construction on new buildings shall have a built-in minimum slope to drains or eaves of 1/4 inch per foot.
- b. All replacement roofs shall have a minimum slope of 1/4 inch per foot where feasible; but in no case shall the slope be less than 1/8 inch per foot. Justification must be requested and approved by the State Department of Education for roofs less than 1/4 inch per foot.

4. SUBSTRATE

The type roof system selected shall be compatible with the substrate and shall be approved by the roofing material manufacturer. All decking material used for roofing shall be UL fire rated.

5. INSULATION

- a. Roof insulation shall be of the type approved by the roofing manufacturer for the roof assembly in which it is to be used. The required minimum "R" value shall be specified.
- b. On replacement roof projects that do not have a sloping deck, tapered insulation shall be used where feasible.

6. ROOF TOP EQUIPMENT

- a. Roof top equipment on new construction is not desirable, and the building should be designed to eliminate the use of this equipment. However, where equipment must be installed on a roof, it shall be approved by the State Department of Education and shall be installed in accordance with NRCA (National Roofing Contractors Association) design details which shall be such that roofing can be easily accomplished without the removal of the equipment.
- b. Where equipment on the roof must be periodically serviced, easy access and traffic pads shall be provided.

7. FLASHINGS

- a. Flashings should be included in the roof warranty and shall be applied by an applicator approved by the manufacturer of the roofing material.
- b. In re-roofing projects, existing metal flashings which are not to be replaced may be exempted from the warranty.
- c. Perimeter metal flashing shall be of a material other than galvanized steel.

8. PRELIMINARY REQUIREMENTS

- a. A report shall be prepared by the professional which will include the following items:
 - i. New Construction
 - a) Code fire-protection requirement and the required fire resistance in hours
 - b) UL roof assembly numbers
 - c) Type of flashing and roofing system recommended with justification for its use
 - d) Roof area

- ii. Existing Construction
 - a) Determination of roof construction--core where necessary
 - b) Visual roof analysis inspection (See form attached.)
 - c) Code requirements--UL roof assembly number, if applicable
 - d) Provide Class A type roof or match existing roof
 - e) Recommendations by the professional as to repair or re-roof

9. BIDDING

a. BID DOCUMENTS

- i. For new construction and complete tear-off of existing roofs, the professional shall specify the roof as a system and shall include all items which are to be covered under the roof warranty.
- ii. When required, the professional shall state in the section, Instructions to Bidders, that upon award of contract, the General Contractor and/or Roofing Contractor shall provide the owner with the installed price of the roofing system.

b. QUALITY ASSURANCE

If requested, the roof contractor shall provide to the Local Education Agency a letter from the manufacturer of the required roofing materials that it is an authorized installer and will provide the required specified warranty for completion.

c. CONFERENCES

i. Pre-Bid Conference

It is recommended that at least seven (7) days before the bidding of a re-roofing project, a pre-bid conference be held at the project site. Attendance at the pre-bid conference is not a prerequisite for bidding.

ii. Pre-Roofing Conference

On new and re-roofing projects prior to ordering roofing materials, a pre-roofing conference shall be initiated by the professional. At such time the roofing contractor shall provide a list of materials to be used, manufacturer's installation instructions as well as manufacturer's certification confirming that the materials to be used on the project meet the specified ASTM Standards.

- iii. On re-roofing projects, the following personnel shall be represented:

- a) Professional Roofing Contractor
 - b) State Department of Education Roofing Manufacturer
 - c) Local Education Agency
- iv. On new projects the following shall be represented:
 - a) Professional General Contractor
 - b) State Department of Education Roofing Contractor
 - c) Local Education Agency
 - d) Deck Contractor Roofing Manufacturer Mechanical Contractor

4. INSPECTION

- a. Inspections shall be made by the manufacturer's technical representative as necessary to obtain the roof guarantee.
- b. The professional or his representative shall inspect the roof as the work progresses, but in particular, he shall inspect at the following times and give a letter of confirmation:
 - i. Inspect the substrate before any roofing is done.
 - ii. Inspect at the start of roofing installation to assure that the approved materials are being properly installed.
 - iii. Inspect as necessary as the work progresses or when a problem arises.
 - iv. Final inspection at the end of the work to give acceptance of the project.

5. HISTORICAL RECORD

The professional shall assist the roofer in preparing the Roofing Data Sheet provided by the owner for the historical files. (See form attached.)

6. ANNUAL INSPECTION

School districts are encouraged to contract with a professional or a roof inspector to inspect their roof on an annual basis and submit a written report of any needed repairs and budgeted costs to the school district superintendent.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 3/1990)*

Rule 62.9 Relocatable Classrooms

1. PURPOSE AND COMPLIANCE

- a. To set minimum safety and utility requirements for relocatable units regardless of the manufacturer, vendor, and/or contractor.

- b. To assure local school authorities a relocatable unit meeting the mentioned requirements and, at the same time, giving them the freedom of selection as to the particular make and model of relocatable unit they desire to place under contract.
- c. To set forth certain minimum mandatory requirements that must be complied with by any manufacturer, vendor, and/or contractor supplying a relocatable unit for use in the Public School Districts of the State of Mississippi.
- d. All relocatable units must conform to the construction requirements as established in this specification.

2. PROCEDURE

- a. Approval of plans and specifications.
 - i. Plans shall be prepared by an Architect or Engineer registered in the State of Mississippi.
- b. Submit plans for approval to State Agencies listed below before bids may be submitted to local school districts:
 - i. State Board of Health - **1 set**
 - ii. State Department of Education - Division of School Building and Transportation - **1 set**

3. MOBILITY

- a. To be considered a relocatable unit, the largest component must be of such construction as to permit highway travel and require a minimum of "on-site" work before the unit may be used for intended school work before the unit may be used for intended school purposes. Such units must consist of prefabricated component parts, or sections, that can be easily joined together or dismantled on the site.
- b. A minimum of dismantling work and replacement of parts or components should be required to prepare an "in place" unit for relocation to another school site.

4. DIMENSION REQUIREMENTS

- a. The following dimensions must equal or exceed the minimum shown below:
 - i. Floor to ceiling -- 8' - 0"
 - ii. Exterior width -- 24' or 28'
 - iii. Clear instructional area -- 700 square feet, exclusive of storage, toilets, and heating area.

5. STRUCTURAL DESIGN

- a. Southern Standard Building Code - Coastal Region (latest edition)
 - i. All units for the State of Mississippi shall meet code for specified region regardless of site location.
 - ii. Foundations, as well as structure, shall meet code.
- b. Footings shall be "poured in place" concrete. Piers shall be of concrete and/or masonry construction, using 4' jr. steel I beam for posts and rails as runners for units to be placed on, reinforced as required. Slab on grade construction will not be allowed. Concrete blocks and piers will not be allowed.

- c. Anchor bolts shall be used to resist uplift.
- d. Floor Live Load 75 pounds per square foot. D. Certification of Design.
- e. To be approved by the State Department of Education, Division of School Building and Transportation. Structural drawings must bear the seal of a structural engineer registered in the State of Mississippi.

6. CHASSIS

- a. Shall be perimeter in type and design.
- b. All I-Beams are made of A-36 steel or better.
- c. Either 8' or 10' I-Beam will be used as chassis beams. The front and rear members will be the same depth of I-Beam as those used on the sides. The I-Beam will be checked to see if it corresponds with the size specified.
- d. Placement of axles shall be indicated on the chassis drawing. This placement is expressed on the drawing as a distance the axles are located from the front crossmember. The axle location has been determined by engineering analysis, taking into account the gross weight, total length, the necessary coupling hitch weight, total distance, and turning radius. The coupling weight is not less than 12% or nor more than 25% of the gross weight. The axles, rims, tires, and hitch will remain the property of the manufacturer.
- e. Weld Quality - All welds on the steel chassis are full welds with no burn throughs or skips. Where the main I-Beams are butted together the joint is either full penetration weld from both sides of the web and flanges, or it is welded on one side of the web reinforced on the other side of the web of the I-Beam. This plate is at least 4" wide and is welded along all four sides. The difference in the height of the plate and web of the I-Beam is not more than 1½ inches.
- f. Lag Bolt Spacing -- At least one lag bolt for every 40 sq. ft. of floor area will be used to fasten the chassis to the floor system. One lag bolt will always be installed at 4' intervals. The remaining required lag bolts will be evenly distributed throughout the rest of the chassis area. The lag bolt size is 5/16" x 2½".
- g. A serial number will be stamped into each frame to identify the manufacturer, time, and place of manufacture.

7. CONSTRUCTION MATERIALS AND STANDARDS

- a. Required:
 - i. All wall framing shall be 2x4 wood studs @ 16" O.C. Double studs at and over all doors with extra blocking over and under all windows. Three 1/4" belt line running full length and width of building.
 - ii. A 3½" blanket of fiber glass insulation with a vapor barrier in all exterior walls. Insulation factor R-11 or greater.

- b. Exterior walls shall be covered with embossed finish, .019 aluminum, ribbed for extra strength. As an alternate exterior hardboard siding products as Tecture - 1-11 or masonite painted board siding or approved equal, will be acceptable.
- c. Interior wall surfaces shall be 5/16" gypsum board with a ½ hour fire rating with a vinyl covered material.
- d. Top Plate - Double 2x4's.
- e. Bottom Plate - Single 2x4
- f. Roof Rafters - Shall be full truss type 2x pitched rafters @ 16" O.C.
- g. Roof is insulated w/3½" blanket fiber glass insulation with a vapor barrier on the warm side. Insulation factor R-11 or greater.
- h. Interior ceiling shall be ½" gypsum board, carrying a ½" hour fire rating.
- i. Roof covering shall be ½" CD plywood decking with 15# felt and 235# shingles or approved equal. Roof shall be vented.
- j. Floor joists shall be 2X6 #2SPF @ 16" O.C.
- k. Floor decking shall be ¾" plywood. ¾" T&G (Tongue and Groove) will be acceptable.
- l. Floor shall be insulated w/3½" blanket fiber glass insulation with a vapor barrier on the warm side. Insulation factor R-11 or greater.
- m. Finish flooring shall be 1/8" vinyl composition tile having a light reflectance value of 30%.
- n. The bottom board material, which is fastened to the underside to the unit, is made of a moisture and weather resistant material.
- o. This unit shall have two (2) exterior doors which are located remotely from each other. These doors shall not be located in rooms where an unlockable interior door must be used in order to exit. All exterior doors shall be aluminum clad, with shatter proof glass, panic hardware, door closure, and kickplate. There shall be one exit light located above each exterior door. All exterior doors swing outward. All exterior doors 36" x 80". There will be an exterior light located near each exterior door on the latch side of the door.
- p. The window area shall equal at least 20% of the floor area and shall be at least 50% operable.
- q. Interior doors to be 3" -0" x 6" -8" hollow core with heavy duty hinges.

- r. Venetian blinds shall be furnished on each window of commercial grade.
- s. Each girls' bath facility shall consist of one vitreous china water closet, one vitreous china wall hung lavatory. Wall materials are to have a smooth finish wall panel that is completely washable. A urine proof smooth trim will be metal. Toilet paper holder at each water closet and mirror over each lavatory.
- t. Each boys' bath facility consists of one vitreous china water closet, one vitreous china wall hung lavatory, one vitreous china urinal wall hung with flush valve. Wall materials are to have a smooth finish wall panel that is completely washable. Trim will be metal. Toilet paper holder at each water closet and mirror over each lavatory.
- u. Each kindergarten classroom required to have a 6-gallon hot water heater.
- v. Sanitation shall meet approval of the Mississippi State Board of Health.

8. ELECTRICAL

- a. Electrical current shall be single phase.
- b. All minimum wiring size to be 12/2 copper romex with ground.
- c. All lighting and ceiling vent fans shall be 110V.
- d. Lighting shall not be less than 70 footcandles of light.
- e. This building shall have one 200 AMP main breaker panel box.
- f. Electrical material, services, appliances, fittings, and other equipment installed, intended for use in or attached to, the unit shall be listed by nationally recognized testing agencies and all national electrical codes.

9. PLUMBING

- a. Plumbing shall meet requirements of the Southern Standard Plumbing Code.

10. HEATING

- a. Heating shall be electric, thermostatically controlled, and shall be designed to maintain an inside temperature of 70 degrees F. with an outside low of 10 degrees Fahrenheit

11. SKIRTING

- a. Skirting shall be .019 aluminum using a 2x2 framing.
- b. The skirting will enclose the entire perimeter of building from base of unit to ground level.
- c. The 2x2 framing material shall be treated to resist termites and moisture.

12. SPECIAL EQUIPMENT

a. Chalk and Tack Board

Each classroom shall contain 16 linear feet of chalkboard and 8 linear feet of cork or fiber tackboard.

b. Teacher's Cabinet

Each classroom shall contain one teacher's cabinet with a hanging rod and storage shelves.

c. Shelf and Hook Strip

Each classroom shall contain a hat shelf with 35 coat hooks.

13. NOTICE

ALL BIDS SHALL BE SUBMITTED WITH PLANS AND SPECIFICATIONS OF UNIT YOU ARE SUBMITTING FOR BID.

a. Plans shall include the following:

- i. Perimeter Frame Plan drawn at scale not less than $1/8" = 1' - 0"$.
- ii. Foundation Plan drawn at scale not less than $1/8" = 1' - 0"$.
- iii. Floor Plan drawn at scale not less than $1/8" = 1" - 0"$. This plan shall show all equipment, electrical lights, outlets, mechanical, etc., door and window schedules.
- iv. Typical Wall Section drawn at scale not less than $3/4" = 1' - 0"$.
- v. Anchoring systems shall be specified on detailed plans.
- vi. Mini-gutters shall be installed around the complete unit with metal slashing over exterior doors and windows.

14. CONTRACTOR RESPONSIBILITY

Work required of party contracting with school officials for furnishing and installing one or more relocatable units:

- a. Location of each unit on the school site according to direction of school officials and accord with the following:
 - i. Should not be placed where they could constrict width of required means of egress from there or adjacent building.
 - ii. Should maintain vehicular access and space for service vehicles.
 - iii. Spacing of units should comply with requirements of Table 600 of the Standard Building Code.
- b. Hand excavation and fine grading for footings.

- c. Construction of footings and piers for concrete and steel I beam foundations. (A crawl space of 18 inches minimum is required.) Back fill and hand rank area to be covered by unit.
- d. Complete installation of each unit on foundation including:
 - i. Proper anchorage to foundation and/or tie-downs.
 - ii. Installation of metal skirt.
- e. Stub-out of utility lines so they are easily accessible for permanent tie-in by school officials.
- f. Complete cleaning of interior and exterior of each unit. Clean site area adjacent to unit and leave grounds in neat condition and unit ready for occupancy.

15. GUARANTEES AND WARRANTIES

- a. Contractor and/or vendor shall guarantee all labor, materials, and equipment for a period of one year after final acceptance of units in contract.
- b. Furnish the contracting school authorities:
- c. All guarantees or warranties furnished by the manufacturers of any equipment or components incorporated in the work of the contract. The standard guarantee or warranty of the manufacturer of the main structural unit -- before entering a contract, school officials should consider the terms of the warranty of the unit manufacturer as to time limitations, etc.

16. SCHOOL AUTHORITY RESPONSIBILITY

- a. Do preliminary clearing and/or grading prior to arrival of relocatable unit contractor. Regulations governing specifications, plans and purchase of relocatable classrooms as authorized by house bill 677, section 3, regular 1990 legislative session are as follows:
 - i. Minimum specifications for relocatable classrooms shall be approved by the State Board of Education.
 - ii. The State Department of Education, Division of School Building and Transportation, shall approve or disapprove:
 - a) All plans for relocatable classrooms by persons, firms, corporations, or associations.
 - b) Persons, firms, corporations, or associations before bids are submitted to the local school district.

- b. The State Department of Education, Division of School Building and Transportation, shall approve the purchase of relocatable classrooms based on the following:
 - i. Compliance with all applicable state purchasing laws,
 - ii. Certified Proof of Publication for bids for the purchase of relocatable classrooms,
 - iii. Complete tabulation of all bids,
 - iv. Copy of lowest bid,
 - v. Copy of approved plans as bid by lowest bidder,
 - vi. Copy of Certified Letter from the Manufacturer stating that no asbestos containing building materials were used in the manufacture of the relocatable classroom(s).
- c. Approval for the purchase of relocatable classrooms must be granted by the State Department of Education, Division of School Building and Transportation, before the contract for purchase may be awarded.
- d. All rules and regulations as stated above shall be applicable to the leasing of or the lease/purchase of relocatable classrooms.
- e. In situations where there occurs either a natural or man-made disaster , the State Department of Education, Division of School Building and Transportation, may forego the above stated rules and regulations in order to expedite the acquisition of relocatable classrooms by the local school district. However, the acquisition of such units shall at all times comply with all applicable state purchasing laws.

Source: *Miss. Code Ann. § 37-1-3 (Revised 6/1990)*

Rule 62.10 Staff Signatures. In the process of allocating Public School Building Funds, the State Superintendent of Education or his designee shall have the authority to sign all documents relative to the administration of the Public School Building Fund after approval by the State Board of Education.

Source: *Miss. Code Ann. § 37-1-3 (Adopted 10/1988)*