

CFR 1924-A, PLANNING AND PERFORMING CONSTRUCTION AND OTHER DEVELOPMENT							December 2009		
		OMB No. 0575-0042							
Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses	Est. No. Man-hrs/Response	Estimated Total Manhours	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(D) x (E) (F)	(G)	(F) x (G) (H)	(I)	(J)
	REPORTING REQUIREMENTS - FORMS								
1924.5(b)	Development Plan	1924-1	9,187	on occasion	9,187	0.25	2,297	11.50	\$26,416
1924.5(g)(1)									
1924.5(f)(2)(iv)	Description of Materials	1924-2	6,015	on occasion	6,015	0.25	1,504	11.50	\$17,296
1924.5(f)(2)(iv)	Service Building Specifications	1924-3	3,062	on occasion	3,062	0.25	766	11.50	\$8,809
1924.6(a)(10)(v)	Invitation for Bid (Construction Contract)	1924-5	5,513	on occasion	5,513	0.25	1,378	11.50	\$15,847
1924.10(a)(4)	Contract Change Order	1924-7	11,413	on occasion	11,413	0.25	2,853	11.50	\$32,810
1924.6(a)(1)	Construction Contract	1924-6	20,213	on occasion	20,213	0.25	5,053	11.50	\$58,110
1924.6(a)(12)(vi)(B)	Certificate of Contractor's Release	1924-9	18,150	on occasion	18,150	0.25	4,538	11.50	\$52,187
1924.6(a)(12)(vi)(B)	Release by Claimants	1924-10	18,150	on occasion	18,150	0.5	9,075	11.50	\$104,363
1924.6(b)(3)(i)	Statement of Labor Performed	1924-11	453	on occasion	453	0.5	227	11.50	\$2,611
1924.6(a)(12)(v)(A)	Inspection Report	1924-12	24,643	3	73,929	0.25	18,482	11.50	\$212,543
1924.6(e)(1)(iv)	Estimate and Certificate of Actual Cost	1924-13	931	2	1,862	2	3,724	23.00	\$85,652
1924.13(e)(1)(vi)	Partial Payment	1924-18	19,375	3	58,125	0.5	29,063	11.50	\$334,225
1924.13(e)(1)(ix)	Estimate								
1924.6(a)(1)	Builder's Warranty	1924-19	17,003	on occasion	17,003	0.25	4,251	11.50	\$48,887

Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. Man-hrs/Response (G)	Estimated Total Manhours (F) x (G)	Wage Class (I)	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1924.13(e)(1)(ii) XVII	Monthly Employment Utilization Report	CC-257	17,150	2	34,300	0.167	5,728	17.25	\$98,808
1924.5(f)(a)(iii)(F)	Plan Certification	1924-25	6,309	on occasion	6,309	0.167	1,054	46.00	\$48,484
REPORTING REQUIREMENTS - NON FORMS									
1924.5(d)(2)	Drawings and Specifications		11,760	on occasion	11,760	0.5	5,880	11.50	\$67,620
1924.5(f)(1)(ii)				on occasion					
1924.5(d)(2)	Cost Estimate		18,375	on occasion	18,375	0.5	9,188	11.50	\$105,662
1924.13(e)(1)(iv)				on occasion					
1924.5(f)(1)(ii)	Narrative Description of Work Items		5,635	on occasion	5,635	0.5	2,818	11.50	\$32,407
1924.5(f)(1)(iii)	Certification of Drawings and Specifications		11,760	on occasion	11,760	0.25	2,940	11.50	\$33,810
1924.5(g)(3)	Written Consent of Prior Lien Holders		753	on occasion	753	0.25	188	11.50	\$2,162
1924.5(i)	Agreement to Pay with Personal Funds		306	on occasion	306	0.25	77	11.50	\$886
1924.6(a)(1),(2)&(7)	Agreement between Borrower and Builder		257	on occasion	257	0.25	64	11.50	\$736
1924.6(a)(3)(i)(C)	Request for Surety Bond		1,066	on occasion	1,066	0.25	267	11.50	\$3,071
1924.6(a)(3)(ii) Exhibit F	Payment Bond		1,066	on occasion	1,066	0.5	533	23.00	\$12,259
1924.6(a)(3)(ii) Exhibit G	Performance Bond		1,066	on occasion	1,066	0.5	533	23.00	\$12,259
1924.6(a)(3)(iii)(A)	Letter of Credit		49	on occasion	49	1	49	40.25	\$1,972

Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. Man-hrs/Response (G)	Estimated Total Manhours (F) x (G)	Wage Class (I)	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1924.6(a)(3)(iii)&(iv)	Documents for Exception to Surety Requirements		613	on occasion	613	0.5	307	11.50	\$3,531
1924.6(a)(10)(ii)	Construction Contract Bidding Documents		74	on occasion	74	0.25	19	11.50	\$219
1924.6(a)(12)(iv)&(v)	Application for Payment		147	on occasion	147	0.25	37	11.50	\$426
1924.6(e)(2)(ix)(B)									
1924.6(a)(12)(vi)(B)	Notification of Delays in Construction		1,029	on occasion	1,029	0.25	257	23.00	\$5,911
1924.6(b)(1)(ii)	Lump-sum Agreements for Labor or Material		613	on occasion	613	0.5	307	11.50	\$3,531
1924.8(c)	Manufacturer's and Builder's Certification		760	on occasion	760	0.5	380	11.50	\$4,370
Exhibit B, atch. 5									
1924.6(b)(3)(i)&(ii)	Documents for 10 Year Warranty		760	on occasion	760	0.5	380	23.00	\$8,740
1924.9(d)									
Exhibit L									
1924.9(b)(5)	Complaints of Construction Defects		61	on occasion	61	0.25	15	11.50	\$173
1924.9(b)(4)									
1924.9(b)(7)	Irrigation System Inspection Report		55	on occasion	55	0.5	28	23.00	\$644
1924.10(a)(4)	Contract Change Order		453	on occasion	453	0.25	113	11.50	\$1,300
1924.13(a)(4)&(5)	Agreement Between Borrower & Architect		294	on occasion	294	0.25	74	11.50	\$851
1924.13(b)(2)	Project Representative's Resume		18	on occasion	18	0.25	5	11.50	\$58
1924.13(b)(2)(v)	Project Representative's Diary		18	on occasion	18	0.25	5	11.50	\$58
1924.13(e)(1)(v)	Audit Report		147	on occasion	147	1	147	23.00	\$3,381
1924.13(e)(1)(viii)									

Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses (D) x (E)	Est. No. Man-hrs/Response (G)	Estimated Total Manhours (F) x (G)	Wage Class (I)	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1924.13(e)(1)(vii)	Documents for Exception to Competitive Bidding		74	on occasion	74	0.25	19	11.50	\$219
1924.13(e)(1)(viii)(C)	Documents for Exception to Contract Method		6	on occasion	6	4	24	11.50	\$276
1924.6(e)(2)(i)	Owner-Builder Construction Proposal		12	on occasion	12	4	48	11.50	\$552
Exhibit B,V,D,1,2 & 3 Exhibit B, atch. 1	Prerequisites for Modular/Panelized Housing Unit Mfrs.		25	on occasion	25	0.5	13	23.00	\$299
Exhibit B,V,E Exhibit B, atch. 2	Letter of Conditions		25	on occasion	25	0.25	6	23.00	\$138
Exhibit B,V,E Exhibit B, atch. 3	Approval of Modular/ Panelized Housing Units		98	on occasion	98	0.25	25	23.00	\$575
Exhibit B, V, G Exhibit B, atch. 4	Evidence of a HUD Review Process		98	on occasion	98	0.5	49	23.00	\$1,127
Exhibit B, V, G Exhibit B, atch. 4	Notification of Manufacturer		49	on occasion	49	0.25	12	23.00	\$276
Exhibit B, XI, B	HUD Bulletins		49	on occasion	49	0.25	12	23.00	\$276
Exhibit B, XI, C	Installation Instructions		49	on occasion	49	0.25	12	23.00	\$276
Exhibit C, V, A	Individual Water Sewer System Proposal Docs.		613	on occasion	613	0.5	307	11.50	\$3,531
Exhibit E, 12	Notification for an Inspection		23,643	on occasion	23,643	0.08	1,891	23.00	\$43,493
REPORTING REQUIREMENTS - RECORDKEEPING									
1924.5(f)(1)(ii)	Retain copy of approved drawing & specs.		6,309		6,309	0.08	505	11.50	\$5,808
1924.6(c)(2)&(4)	TA Grantee Bookkeeping System		37		37	0.5	19	11.50	\$219

Section of Regulations	Title	Form No. (if any)	Estimated No. of Respondents	Reports Filed Annually	Total Annual Responses	Est. No. Man-hrs/Response	Estimated Total Manhours	Wage Class	Total Cost (H) x (I)
(A)	(B)	(C)	(D)	(E)	(F)	(G)	(H)	(I)	(J)
1924.13(a)(5)(v)&(C)	Keep Construction Accounts		306		306	0.5	153	46.00	\$7,038
1924.13(b)(2)	Maintain Construction Diary		18		18	0.25	5	23.00	\$115
1924.13(e)(1)(v)(C)	Construction Accounting		147		147	0.5	74	23.00	\$1,702
	REPORTING TOTALS				372,377		117,022		\$1,504,114
	RECORDKEEPING TOTALS						756		\$14,881
	DOCKET TOTALS				372,377		117,778		\$1,518,995

