

SUMMARY OF INFORMATION COLLECTION

Telecommunication Engineering & Construction Contracts

0572-0059

Date Prepared

2011

INSTRUCTIONS:

Use this form when a single information collection document involves multiple reporting and recordkeeping requirements.

> (f) TOTAL (h) TOTAL (k) TOTAL
 > ----- = (e) Averag ----- = (g) Averag ----- = (j) Average
 > (d) TOTAL (f) TOTAL (i) TOTAL

IDENTIFICATION OF REPORTING AND RECORDKEEPING REQUIREMENTS

ANNUAL BURDEN

SECTION OF REGULATIONS (a)	DESCRIPTION (b)	FORM NO(s) <i>(If "none" so state)</i> (c)	REPORTS					RECORDS		
			NO. OF RESPON- DENTS (d)	NO. OF RESPONSES PER RESPON- DENT (e)	TOTAL ANNUAL RESPONSES <i>(Col. d & e)</i> (f)	HOURS PER RESPONSE (g)	TOTAL HOURS <i>(Col. f & g)</i> (h)	NO. OF RECORD- KEEPERS (i)	ANNUAL HOURS PER RECORD- KEEPER (j)	TOTAL RECORD- KEEPING HOURS <i>(Col. i & j)</i> (k)
Construction Certification Program										
1753 Subpart J	Construction Work Plan and Cost Distribution	157	32	1	32	12.00	384.00			
1753 Subpart J	Certification of Contractor or Force Account Proposal Approval	158	32	4	128	3.00	384.00			
1753 Subpart J	Summary of Completed Construction	159	32	4	128	6.00	768.00			
1753 Subpart J	Certification Borrower Contract Addendum	N/A	32	4	128	1.00	128.00			
1753, 1788	Contractor's Bond	168b	Form approved under OMB Docket No. 0572-0107							
1753, 1788	Contractor's Bond (less than \$1 million)	168c	Form approved under OMB Docket No. 0572-0107							
	Architects and Engineers Qualifications	179	4	1	4	2.00	8.00			
1753.30	Certificate of Completion - Contract Construction for Building Closeout of Contract Form 257 for Building Construction.	181	Form approved under OMB Docket No. 0572-0107							
1753	Certificate ("Buy American")	213	Form approved under OMB Docket No. 0572-0107							
1753.48(g)	Construction Change Order • When changes or correction are necessary the borrower's engineer will prepare a construction change order. A copy of each is attached to the construction inventory required to close out the contract	216	22	1	22	1.00	22.00			

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			NO. OF RESPON-DENTS	NO. OF RESPONSES PER RESPON-DENT	TOTAL ANNUAL RESPONSES <i>(Col. d & e)</i>	HOURS PER RESPONSE	TOTAL HOURS <i>(Col. f & g)</i>			
<i>(a)</i>	<i>(b)</i>	<i>(c)</i>	<i>(d)</i>	<i>(e)</i>	<i>(f)</i>	<i>(g)</i>	<i>(h)</i>			
	Engineering and Architectural Services									
1753 Subpart B	Postloan Engineering Service Contract <ul style="list-style-type: none"> Approval of Postloan Engineering Service Contract Approval of Postloan Engineering... - Broadband Program The Postloan Engr. Serv. Contract incls. using the following forms: RUS Form 217a-Project Design, Assistance and Coordination; RUS Form 217b-Central Office Equipment Engineering Services; RUS Form 217c-Transmission Facilities Engineering Services; RUS Form 217d-Building Engineering Services; RUS Form 217e-Outside Plant Staking Services; RUS Form 217f-Outside Plant Contract Doc. Phase Engr. Servs. RUS Form 217g-Outside Plant Construction Phase Engr. Servs.	217	45 50	1 1	45 50	7.00 7.00	315.00 350.00			
1753 Subpart B	<ul style="list-style-type: none"> Approval of Postloan Engineering Service Contract Architectural Services Contract 	220	Form approved under OMB Docket No. 0572-0118							
1753.30, 39, 49	Waiver and Release of Lien <ul style="list-style-type: none"> Closeout of Contract Form 257 for building construction Closeout of major outside plant contraction by contract 	224	Form approved under OMB Docket No. 0572-0107							
1753.30, 39, 49	Certificate of Contractor	231	Form approved under OMB Docket No. 0572-0107							
1753.11, 28, 38, 68	Construction of Equipment Contract Amendment	238	Form approved under OMB Docket No. 0572-0107							
	Miscellaneous Engineering Services Forms									
1753.15, 81	Assignment of Engineering Service Contract Engineering Service Contract - Special Services - Telephone <ul style="list-style-type: none"> Engineering services for minor construction may be contracted using Form 245 (This contract form does not require RUS approval). 	242	3	1	3	0.50	1.50			
		245	4	1	4	0.75	3.00			
1753 Subpart D	Contract to Construct Building	257	Form approved under OMB Docket No. 0572-0107							
RE Act NAFTA	Equal Opportunity Addendum <ul style="list-style-type: none"> Form 773 issued for minor construction by contract. Form 773, small scale constuction - Broadband Program 	270	135 150	1 1	135 150	0.25 0.25	33.75 37.50			

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			NO. OF RESPON- DENTS (d)	NO. OF RESPONSES PER RESPON- DENT (e)	TOTAL ANNUAL RESPONSES <i>(Col. d & e)</i> (f)	HOURS PER RESPONSE (g)				
1753.49	Bidder's Qualifications • Submission of bidders' qualifications to the borrower and its engineer.	274	9	1	9	1.00	9.00			
1753.49	Bidder's Qualifications for Buried Plant Construction • Submission of bidders' qualifications to the borrower and its engineer.	276	9	1	9	1.00	9.00			
175349	Tabulation of Materials Furnished by Borrower • Closeout of major outside plans construction by contract.	281	0	1	0	2.00	0.00			
1753.8(b)	Subcontracts (Under Construction or Equipment) • Approval of subcontracts (per 1753.8(b))	282	32	1	32	0.75	24.00			
1753.16	Certificate of Architect • Approval of final statement of cost-architectural services • Approval of final statement... - Broadband Program	284	5	1	5	0.50	2.50			
		284	6	1	6	0.50	3.00			
	Bid Bond	307	Form approved under OMB Docket No. 0572-0107							
1737	Interim Financing Construction	375								
Subpart E	Telecommunications Program Broadband Program		69	1	69	0.25	17.25			
			37	1	37	0.25	9.25			
1753.38	Software License Agreement Telecommunications Program Broadband Program		9	1	9	1.00	9.00			
			10	1	10	1.00	10.00			

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	Special Equipment Purchases									
1753.68	Certificate of Completion, Special Equipment Contract (Including Installation) • Closeout of the equipment contract 397.	396	0	1	0	1.50	0.00			
1753.68	Certificate of Completion, Special Equipment Contract (Including Installation)	396a	0	1	0	1.50	0.00			
1753.67	Special Equipment Contract (Including Installation) • Approval of plans & specification	397	68	1	68	5.00	340.00			
1753.68	• Approval of the contract for purchase of initial equipment		45	1	45	1.50	67.50			
1753.68	• Approval of the contract for purchase of equipment additions.		9	1	9	1.50	13.50			
1753.68	• Approval of contract for the purchase of new system additions of equipment.		14	1	14	1.50	21.00			
	<i>The burden hours for the following forms are already accounted for under RUS Form 397. The Forms are as follows:</i>									
	RUS Form 397b – Design Specifications for Trunk Carrier Systems									
	RUS Form 397c – Design Specifications for Subscriber Carrier Systems									
	RUS Form 397d - Design Specifications for Point-to-Point Microwave Systems									
	RUS Form 397g - Specifications for Line Concentrators									
	RUS Form 397h – Design Specifications for Digital Lightwave Transmission Systems									
	Broad band									
	• Approval of plans & specification		118	1	118	6.00	708.00			
	• Approval of the contract for purchase of initial equipment		104	1	104	3.00	312.00			
	• Approval of contract for the purchase of new system additions of equipment.		14	1	14	3.00	42.00			
1753.67	Special Equipment Contract (Not Including Installation) • Approval of plans & specification	398	26	1	26	1.00	26.00			
1753.68	• Approval of the contract for purchase of initial equipment		18	1	18	1.00	18.00			
1753.68	• Approval of the contract for purchase of equipment additions.		4	1	4	1.00	4.00			
1753.68	• Approval of the contract for the purchase of new system additions of equipment.		4	1	4	1.00	4.00			
1744.66	Financial Requirements Statement	481	Form approved under OMB Docket No. 0572-0023							
1753.17	Statement of Engineering Fees - Telecommunications • Estimates	506	45	1	45	6.00	270.00			
	• Estimates - Broadband Program		50	1	50	6.00	300.00			
1753.17	• Final		45	1	45	6.00	270.00			
	• Final - Broadband Program		50	1	50	6.00	300.00			

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	Major Outside Plant Construction									
1753.47	Telephone System Construction Contract (Labor and Materials) ● Approval of plans and specifications for major outside plant construction by contract	515	91	1	91	4.00	364.00			
1753.48	● Approval of the outside plant contract ● Approval of plans and specifications for major outside plant construction by contract - Broadband Program		68	1	68	6.00	408.00			
1753.48	● Approval of the outside plant contract - Broadband ● Owner-Furnished Materials		100	1	100	8.00	800.00			
1753.48	● Approval of negotiated contracts ● Approval of negotiated contracts - Broadband ● Owner-Furnished Materials - Broadband		75	1	75	4.00	300.00			
			23	1	23	2.00	46.00			
			25	1	25	4.00	100.00			
			Information included under RUS Form 787 below.							
			Information included under RUS Form 787 below.							
1753.39	Results of Acceptance Test	517	0	1	0	1.00	0			
1753.57	Biweekly Progress Report of Telephone Construction and Engineering Service	521	0	1	0	1.00	0			
	Central Office Equipment Purchases (Including Installation)									
1753 Subpart E	Central Office Equipment Contract (Including Installation)									
1753.37	● Approval of plans & specs for purchase of COE by bid	525	14	1	14	12.00	168.00			
1753.38	● Approval of COE contract		14	1	14	2.00	28.00			
1753.37	● Approval of Plans & specs for single source procurement		23	1	23	6.00	138.00			
1753.38	● Approval of negotiated proposal		23	1	23	2.00	46.00			
1753.38	● Approval of the negotiated contract		23	1	23	1.00	23.00			
1753.38	● Approval of supplier's proposal for additions to COE		18	1	18	4.00	72.00			
1753.38	● Approval of COE contract for additions		18	1	18	5.00	90.00			
1753 Subpart E	Statement of Construction Telephone System - Outside Plant ● Closeout of major outside plant construction by contract	527	0	1	0	1.25	0.00			

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	Central Office Equipment Purchases (Not Including Installation)									
1753 Subpart E	Central Office Equipment Contract (Not Including Installation)									
1753.37	• Approval of plans & specs for purchase of COE by bid	545	2	1	2	7.00	14.00			
1753.38	• Approval of COE contract		2	1	2	3.00	6.00			
1753.38	• Approval of plans & specs for single source procurement		5	1	5	7.00	35.00			
1753.38	• Approval of COE contract -single source		5	1	5	3.00	15.00			
1753.38	• Approval of negotiated proposal		5	1	5	4.00	20.00			
1753.37	• Approval of plans & specs - -negotiated proposals		5	1	5	7.00	35.00			
1753.38	• Approval of the negotiated contract		5	1	5	3.00	15.00			
1753.38	• Approval of supplier's proposal for additions to COE		5	1	5	4.00	20.00			
1753.38	• Approval of COE contract for additions		5	1	5	1.00	5.00			
1744.66	Certification of Authority	675	Form approved under OMB Docket No. 0572-0074							
	Miscellaneous Outside Plant Construction Forms									
1753.49	Final Inventory, Telephone Construction Contract (Labor and Materials) • Closeout of major outside plant construction by contract	724	143	1	143	0.75	107.25			
1753.49	Final Inventory, Telephone Construction Contract (Labor and Materials) - Detailed • Tabulation of Assembly Units	724a	143	1	143	3.00	429.00			
1753.49	Final Inventory, Telephone Construction Contract (Labor and Materials) - Detailed • Removals	724b	0	1	0	0.75	0.00			
1753.78	Certificate of Contractor and Indemnity Agreement (Line Extensions) • Upon completion and inspection the borrower obtains from the contractor a final invoice and Form 743 • Upon completion and inspection the borrower obtains from the contractor a final invoice and Form 743 - Broadband	743	0	1	0	0.50	0.00			
			0	1	0	0.50	0.00			
1753.68	Certificate of Contractor and Indemnity Agreement • Closeout of the equipment contract 397	744	0	1	0	0.50	0.00			
1753.39	Certificate of Completion Central Office Equipment (Not Including Installation)	752a	0	1	0	0.50	0.00			

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1753.18	Contract Closeout Certification • Non-form certification • Broadband Program	N/A	275	1	275	0.50	137.50			
		756	238	1	238	0.50	119.00			
1753.81-82	Summary of Work Order Inspection by GFR Inspection by licensed Engineer or Borrower's Staff Engineer Broadband Program	771	10	5	50	0.50	25.00			
		771a	170	5	850	0.50	425.00			
		771a	200	5	1000	0.50	500.00			
1753	Miscellaneous Construction Work and Maintenance Service Contract • Issued for minor construction by contract • Issued for small-scale construction -Broadband Program	773	135	1	135	2.00	270.00			
			150	1	150	3.00	450.00			
1753.48 (f)	Supplement A to Construction Contract RUS Form 515 • Approval for the borrower to furnished materials for outside plant construction by contract • Approval for the borrower to furnished materials for outside plant construction by contract - Broadband	787	18	1	18	0.25	4.50			
			10	1	10	0.25	2.50			
1753.58	Telephone Force Account Construction - Final Inventory Closeout of major outside plant construction by force account	817	0	1	0	2.00	0.00			
		817a	0	1	0	2.00	0.00			
		817b	0	1	0	2.00	0.00			
1753.15 (a)(2)	Preloan Engineering Service Contract, Telephone System Design	835	0	1	0	0.75	0.00			
1753.80 (g)	Minor construction - request to establish a work order fund for specific construction project Minor construction - request to establish a work order fund for specific construction project - Broadband	n/a	3	1	3	2.00	6.00			
		n/a	4	1	4	2.00	8.00			
1753.27	Construction of building - award of contract	n/a	18	1	18	2.00	36.00			
1753.48 (a)	Outside plant major construction - award of construction in accordance with procedures	n/a	7	1	7	1.50	10.50			
1753.48 (b)	Outside plant major construction - RUS approval of negotiated proposals	n/a	23	1	23	1.50	34.50			
1753.68 (b)	Special equipment - approval of the proposal for initial purchase of equipment Core network and access equipment - approval of the proposal for initial purchase of equipment - Broadband	n/a	18	1	18	1.50	27.00			
		n/a	20	1	20	1.50	30.00			

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1753.36	Core network and access equipment - request for approval to negotiate for the purpose of standardization on a system basis	n/a	18	1	18	1.25	22.50			
	Core network and access equipment - request for approval to negotiate for the purpose of standardization on a system basis - Broadband	n/a	20	1	20	1.50	30.00			
1753.3	During the preconstruction review, obtain approval for any construction that does not conform to RUS standards and specifications or the approved Loan Design	n/a	18	1	18	1.50	27.00			
1753.6	Approval to use other than new or nonstandard materials and equipment	n/a	18	1	18	1.50	27.00			
	Approval to use other than new or nonstandard materials and equipment - Broadband	n/a	20	1	20	1.00	20.00			
TOTALS			513	10	5,382	1.99	###			

