

2019 7 CFR 1924-A, PLANNING AND PERFORMING CONSTRUCTION AND OTHER DEVELOPMENT										
		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	4,850	on occasion	4,850	0.25	1,213	20.90	\$25,352	
1924.5(g)(1)										
1924.5(f)(2)(iv)	Description of Materials	1924-2	3,153	on occasion	3,153	0.25	788	20.90	\$16,469	
1924.5(f)(2)(iv)	Service Building Specifications	1924-3	1,617	on occasion	1,617	0.25	404	20.90	\$8,444	
1924.6(a)(10)(v)	Invitation for Bid (Construction Contract)	1924-5	2,910	on occasion	2,910	0.25	728	20.90	\$15,215	
1924.10(a)(4)	Contract Change Order	1924-7	5,998	on occasion	5,998	0.25	1,500	20.90	\$31,350	
1924.6(a)(1)	Construction Contract	1924-6	11,093	on occasion	11,093	0.25	2,773	20.90	\$57,956	
1924.6(a)(12)(vi)(B)	Certificate of Contractor's Release	1924-9	9,539	on occasion	9,539	0.25	2,385	20.90	\$49,847	
1924.6(a)(12)(vi)(B)	Release by Claimants	1924-10	9,539	on occasion	9,539	0.5	4,770	20.90	\$99,693	
1924.6(b)(3)(i)	Statement of Labor Performed	1924-11	242	on occasion	242	0.5	121	20.90	\$2,529	
1924.6(a)(12)(v)(A)	Inspection Report	1924-12	6,467	3	19,401	0.1	1,940	20.90	\$40,546	
1924.6(e)(1)(iv)	Estimate and Certificate of Actual Cost	1924-13	485	2	970	2	1,940	30.93	\$60,004	
1924.13(e)(1)(vi)	Partial Payment	1924-18	10,186	3	30,558	0.5	15,279	20.90	\$319,331	
1924.13(e)(1)(ix)	Estimate									
1924.6(a)(1)	Builder's Warranty	1924-19	8,973	1	8,973	0.25	2,243	20.90	\$46,879	
1924.5(f)(a)(iii)(F)	Plan Certification	1924-25	3,234	1	3,234	0.167	540	42.01	\$22,685	
	SUBTOTAL				112,077		36,624		\$796,299	

	REPORTING REQUIREMENTS - NON FORMS								
1924.5(d)(2)	Drawings and		6,265	on	6,265	0.5	3,133	20.90	\$65,480
1924.5(e)(1)	Specifications			occasion					
1924.5(f)(1)(ii)									
1924.5(d)(2)	Cost Estimate		9,703	on	9,703	0.5	4,852	20.90	\$101,407
1924.13(e)(1)(iv)				occasion					
1924.5(f)(1)(ii)	Narrative Description		3,031	on	3,031	0.5	1,516	20.90	\$31,684
	of Work Items			occasion					
1924.5(f)(1)(iii)	Certification of Drawings		6,144	on	6,144	0.25	1,536	20.90	\$32,102
	and Specifications			occasion					
1924.5(g)(3)	Written Consent of Prior		411	on	411	0.25	103	20.90	\$2,153
	Lien Holders			occasion					
1924.5(i)	Agreement to Pay with		162	on	162	0.25	41	20.90	\$857
	Personal Funds			occasion					
1924.6(a)(1),(2)&(7)	Agreement between Borrower		138	on	138	0.25	35	20.90	\$732
	and Builder			occasion					
1924.6(a)(3)(i)(C)	Request for Surety Bond		566	on	566	0.25	142	20.90	\$2,968
				occasion					
1924.6(a)(3)(ii)	Payment Bond		566	on	566	0.5	283	30.36	\$8,592
Exhibit F				occasion					
1924.6(a)(3)(ii)	Performance Bond		566	on	566	0.5	283	30.36	\$8,592
Exhibit G				occasion					
1924.6(a)(3)(iii)(A)	Letter of Credit		24	on	24	1	24	37.89	\$909
				occasion					
1924.6(a)(3)(iii)&(iv)	Documents for Exception		323	on	323	0.5	162	20.90	\$3,386
1924.6(e)(1)(iii)&(B)	to Surety Requirements			occasion					
1924.6(a)(10)(ii)	Construction Contract		40	on	40	0.25	10	20.90	\$209
	Bidding Documents			occasion					
1924.6(a)(12)(iv)&(v)	Application for Payment		45	on	147	0.25	37	20.90	\$773
1924.6(e)(2)(ix)(B)				occasion					
1924.6(a)(12)(vi)(B)	Notification of Delays		484	on	484	0.25	121	26.08	\$3,156

	in Construction			occasion					
1924.6(b)(1)(ii)	Lump-sum Agreements for Labor or Material	323	on	613	0.5	307	20.90	\$6,416	
1924.8(c)	Manufacturer's and Builder's Certification	400	on	400	0.5	200	20.90	\$4,180	
Exhibit B, atch. 5	Documents for 10 Year Warranty	400	on	400	0.5	200	30.93	\$6,186	
1924.9(d)	Exhibit L								
1924.9(b)(5)	Complaints of Construction Defects	21	on	21	0.25	5	20.90	\$105	
1924.9(b)(4)	Irrigation System	29	on	29	0.5	15	30.36	\$455	
1924.9(b)(7)	Inspection Report								
1924.10(a)(4)	Contract Change Order	238	on	453	0.25	113	20.90	\$2,362	
1924.13(a)(4)&(5)	Agreement Between Borrower & Architect	154	on	154	0.25	39	20.90	\$815	
1924.13(b)(2)	Project Representative's Resume	9	on	9	0.25	2	20.90	\$42	
1924.13(b)(2)(v)	Project Representative's Diary	9	on	9	0.25	2	20.90	\$42	
1924.13(e)(1)(v)	Audit Report	81	on	81	1	81	37.89	\$3,069	
1924.13(e)(1)(viii)									
1924.13(e)(1)(vii)	Documents for Exception (A)(B)&(C) to Competitive Bidding	40	on	40	0.25	10	20.90	\$209	
1924.13(e)(1)(viii)(C)	Documents for Exception to Contract Method	5	on	5	4	20	20.90	\$418	
1924.6(e)(2)(i)	Owner-Builder Construction Proposal	7	on	7	4	28	20.90	\$585	
Exhibit B,V,D,1,2 & 3	Prerequisites for Modular/Panelized Housing Unit Mfrs.	13	on	13	0.5	7	30.36	\$213	
Exhibit B, atch. 1	Letter of Conditions	13	on	13	0.25	3	30.36	\$91	
Exhibit B, atch. 2	Approval of Modular/ Panelized Housing Units	52	on	52	0.25	13	30.36	\$395	
Exhibit B,V,E									
Exhibit B, atch. 3									

Exhibit B, V, G	Evidence of a HUD		52	on	98	0.5	49	30.36	\$1,488
Exhibit B, atch. 4	Review Process			occasion					
Exhibit B, V, G	Notification of		28	on	28	0.25	7	30.36	\$213
Exhibit B, atch. 4	Manufacturer			occasion					
Exhibit B, XI, B	HUD Bulletins		28	on	28	0.25	7	20.90	\$146
				occasion					
Exhibit B, XI, C	Installation		28	on	28	0.25	7	30.93	\$217
	Instructions			occasion					
Exhibit C, V, A	Individual Water Sewer		323	on	323	0.5	162	30.93	\$5,011
	System Proposal Docs.			occasion					
Exhibit E, 12	Notification for an		12,425	on	12,425	0.08	994	30.36	\$30,178
	Inspection			occasion					
	SUBTOTAL				43,799		14,549		\$325,833
	REPORTING REQUIREMENTS - RECORDKEEPING								
1924.5(f)(1)(ii)	Retain copy of approved		3,314		3,314	0.08	265	20.90	\$5,539
	drawing & specs.								
1924.6(c)(2)&(4)	TA Grantee Bookkeeping		20		20	0.5	10	20.90	\$209
	System								
1924.13(a)(5)(v)&(C)	Keep Construction		162		162	0.5	81	30.36	\$2,459
1924.13(e)(1)(ii)(C)	Accounts								
1924.13(b)(2)	Maintain Construction		9		9	0.25	2	30.36	\$61
	Diary								
1924.13(e)(1)(v)(C)	Construction Accounting		81		81	0.5	41	37.89	\$1,553
	SUBTOTAL				3,586		399		\$9,821
	REPORTING TOTALS								
					155,876		51,173		\$1,122,132
	RECORDKEEPING TOTALS								
					3,586		399		\$ 9,821
	DOCKET TOTALS								
					159,462		51,572		\$1,131,953

