

**Transmittal for Approval of Projects
below the Major Maintenance Threshold**

TO: Office of the State Architect

FROM:

DATE:

PROJECT:

SBC No / Alt ID:

Attached is an SBC-1 form identifying the above-referenced project for your approval and reporting to the State Building Commission, per Item 2.01.A.6 of the *SBC Bylaws, Policy and Procedures*, which means this is a **maintenance** project between \$100,000-\$500,000, funded with Major Maintenance or Operating Funds, or a maintenance project below \$500,000 and funded with Capital Maintenance. *There are no bonds or residual funds in this project.*

Requested Action:

I have vetted the request, scope and budget, reviewed the SBC-1 form for its accuracy, and confirmed the project scope and funding is in compliance with the intended use of this SBC policy.

Head of Capital Projects
(I attest to the above)

APPROVED:

Peter L. Heimbach, State Architect

(I confirm the request and project scope is in compliance with the intended use of this policy)

John Webb, Capital Budget Coordinator

(I confirm the project funding is in compliance with the intended use of this policy)