

Pasadena Unified School District SITE MODIFICATION REQUEST FORM (Site or Community Sponsored Modifications to PUSD Property)

Written authorization is required from the Department of Facilities/Maintenance and Operations before proceeding with any site (building and/or grounds) modification (i.e., marquee, fences, trees, etc.).

2. Contact Name: 3. Contact Organization: 4. Contact Address: 5. Describe Proposed Project: 6. Please attach a site plan and show the proposed project location. 7. Cost estimate for proposed project (include planning, design, materials, implementation, etc.): ***********************************	1.	School:		
4. Contact Address: 5. Describe Proposed Project: 6. Please attach a site plan and show the proposed project location. 7. Cost estimate for proposed project (include planning, design, materials, implementation, etc.): ***DSA approval has a minimum architectural fee of \$3,500** 8. Will there be ongoing costs for proposed project once implemented? Yes No 9. List funding source(s) (i.e., school budget or budget code, SIP, PTA, etc.): 10. Are funds available now? Yes No 11. Anticipated implementation schedule: (please identify month, day and year) Planned Start Date: Planned Completion Date: Planned Completion Date: Please provide any additional information that might be helpful to Facilities/Maintenance and Operatio in its evaluation of your Request: SITE MODIFICATION REQUEST FORM SITE ADMINISTRATOR APPROVAL I am aware of the proposed project described above (initial) 1. 1 have the following comments/concerns: 2. 1 support this project. Site Administrator Signature: Phone: ()	2.	Contact Name:		
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Phone: () Date: ector of M&O Approval: Chief of Facilities Approval: Signature: Signature:				
cctor of M&O Approval: Chief of Facilities Approval: Signature: Signature:	2.	I support this project. Site Administrator Signature:	Site:	
signature: Signature:		Phone: ()	Date:	
signature: Signature:	ector 4	of M&O Approval:	Chief of Facilities Approval:	
e: Date:	nature	e:	Signature:	