

# State of Nevada Risk Management

## Property Insurance Request - State Owned Building

**(Once completed – return via email to: Maureen Martinez at [memartinez@admin.nv.gov](mailto:memartinez@admin.nv.gov))**

Building Type: (New construction, Renovation, Addition, Demolition, Transfer)	Change Effective Date:(for new construction, date certificate of occupancy was issued)	Agency Contact Name:(for confirmation of insurance)	Agency Contact Email:
Department:	Division:	Agency:	Sub-Agency:
Organization/Budget Account#:(for insurance premium billing)			

**For Transfer, please complete this section:**

Building ID#: (as assigned by Public Works FCA group)	Entity Accepting Building:	Is New Entity a State Agency? <input type="checkbox"/> Yes <input type="checkbox"/> No	Revised Organization/Budget Account#:(for insurance premium billing)	Transfer effective date: (if different from above)
---	----------------------------	---	--	--

**For Renovations or Additions, complete this section for each building modified:**

Project Manager Name:	Project Manager Email:	Site Location where project is located: (include Site ID #as assigned by Public Works FCA group)	Number of Buildings Renovated:
-----------------------	------------------------	--	--------------------------------

PW Id#/Building Name:	Square Footage for this current project:	Revised Total Building Square Footage:	Revised or Added Building ID#: (if applicable)
PW Project #/Project description:	Total Construction Cost for this current project:	Revised total building replacement cost(FRC):	Cost for additional F&E included in project:

**For Demolition, please complete this section for each building below:**

PW Id#:	Building Name:	Demolition effective date:
PW Id#:	Building Name:	Demolition effective date:

**For New Construction, please complete this section below for each building**

Project Manager Name:		Project Manager Email:			SPWD Project Number:
Building Name:		Physical Address: (if located in rural location, please also provide GIS coordinates in decimal degrees, see example below)  (GIS Decimal Degree 39.164056, -119.766131)			City:
County:	Zip Code:	Year Built:	Original Building Cost:	Facility Audit Replacement Cost (FRC):	Cost for any F&E included in project budget(for insurance purposes):
Gross Square Footage:	% Fire Suppressed:	Facility Usage: (see Attachment for list)	# of Floors:	Basement? <input type="checkbox"/> Yes <input type="checkbox"/> No	
IBC Construction Type: (see Attachment for list)		IBC Occupancy Type 1 and %: (see Attachment for list)			IBC Occupancy Type 2 and %:(see Attachment for list)
Exterior Type 1 and % :(see Attachment for list)		Exterior Type 2 and %: (see Attachment for list)			Other Exterior Type:
Building Description:				Building Description Example:  The Blasdel building is a three story building with a basement. The building houses Department of Administration offices, including Admin Services and Personnel.	
Applicant :		Date Requested:			
Site ID#: (as assigned by Public Works FCA group)		Building ID#: (as assigned by Public Works FCA group)			

# ATTACHMENT

<b>IBC Occupancy Type:</b>		<b>Facility Usage:</b>		<b>Facility Usage:</b>		<b>Exterior Type:</b>
Type	Description	Code	Description	Code	Description	
A-1 a	Having an assembly room with an occupant load of 1,000 or more and legitimate stage	ACH	Admin/Correctional Housing	LAB	Lab	Brick Glass and Aluminum Painted CMU Painted Stucco / EIFS Painted Wood Siding Stone Wood Shingles / Shakes Concrete Precast Concrete Metal Siding Vinyl Siding Masonry Wood
A-2 and a	Having an assembly room with an occupant load of less than 1,000 and a legitimate stage	ACL	Admin/Classroom	LDY	Laundry	
A-3 without	Having an assembly room with an occupant load of less than 300 without a legitimate stage	AH	Admin/Housing	LIB	Library	
A-4 with	Assembly uses intended for viewing of indoor events and activities with spectator seating	ALAB	Admin/Lab	MAIN	Maintenance Building	
A-5	Assembly uses intended for participation in or viewing outdoor activities	ARM	Armory	MED	Medical Offices	
B	Offices or Higher Education Offices	AS	Assembly/Auditor/Theatre	MERC	Mercantile	
E-1	Educational thru 12th grade, 50 or more people for more than 12 hours per week or 4 hours per day	BARN	Barn Structure	MH	Mobile home/trailer	
E-2	Educational thru 12th grade, 50 or less people for more than 12 hours per week or 4 hours per day	CAR	Carport	MHW	Mental Health Ward	
E-3	Building used for day-care for more than 6 people	CH	Correctional Housing	MIP	Medical, In-patient	
F-1	Moderate hazard factory & industrial	CHPL	Chapel	MISC	Miscellaneous	
F-2	Low hazard factory & industrial	CL	Classroom	MOP	Medical, Out-patient	
H-1	Hazardous Material Storage - High explosion hazard	CS	Comfort Station/Restroom	MP	Motor Pool	
H-2	Hazardous Material Storage - Moderate explosion hazard	CTHS	Courthouse	MPB	Multi-Purpose Building	
H-3	Hazardous Material Storage - High fire hazard	CUL	Culinary / Kitchen	MUS	Museum	
H-4	Storage of health hazard materials	DK	Dog Kennel	MWH	Maintenance/Warehouse	
H-5	Aircraft repair hangars	DORM	Dormitory	NURS	Nursery	
I-1	Institutional - hospitals, nursing homes	EOC	Emergency Operation Ctr	OFF	Office	
I-2	Nursing homes, mental hospitals	FARM	Farm Building	OT	Observation Tower	
I-3	Prisons, reformatories	FEE	Fee Collection	PH	Pump House	
M	Store with stocks of goods	FIPO	Fire/Police	PNT	Painting Garage	
R-1	Residential, more than 10 people	FLTR	Filter Building	PP	Physical Plant	
R-3	Residential, 10 people or less	FS	Food Service	RAM	Ramada/Shade structure	
R-4	Group Care Facility, more than 5, less than 16 residents	GAR	Garage	REC	Recreation Building	
S-1	Moderate hazard storage	GAZ	Gazebo	RES	Residence	
S-2	Low hazard storage	GEN	Generator Building	REST	Restoration / Storage	
S-3	Repair garage with no open flames or welding	GP	Garage, parking	RG	Repair Garage	
S-4	Open parking garage	GRHS	Greenhouse	RR	Rest Room	
S-5	Aircraft hangar	GS	Garage, service	SB	Sound Booth	
U	Private garage, carport, shed, farm building, fences over 6 ft high, tanks & towers	GSHK	Guard Shack	SHED	Wood Shed	
		GT	Guard Tower	SHOP	Shop	
		GYM	Gymnasium	SIGN	Signage Structure	
		HAT	Hatchery	STOR	Storage	
		HIST	Historical structure	TENT	Canvas Tent Structure	
		HNGR	Hanger	TWR	Tower	
		HOUS	Housing	UTIL	Utility/Pumphouse/General	
		HZST	Hazardous Material Storage	VIS	Visitation Area	
		IM	Industrial/Manufacturing	VIST	Visitor Information Center	
		INSP	Inspection Station	WH	Warehouse	
		IT	Information Technology	WT	Water Tank	

**IBC Construction Type:**  
I-A  
I-B  
II-A  
II-B  
III-A  
III-B  
IV  
V-A  
V-B