

Facilities Planning and Development Council

February 23, 2023
Zoom Conference Call
10:00a.m. – 11:30a.m.

AGENDA

I. WELCOME AND CALL TO ORDER

II. APPROVAL OF MINUTES

- A. January 26, 2022

III. FACILITIES PLANNING UPDATES

- A. Facilities Master Plans
- B. CCCC'O Facilities Planning
- C. Policies and Procedures
- D. Long-Term Capital Facilities Program
- E. Sustainability and Climate Action
- F. Student Housing Initiatives
- G. Legislative and Regulations Updates

IV. COVID-19 AND FACILITIES IMPACTS

- A. Construction under COVID-19

V. PROJECT UPDATES

- A. Division of the State Architects
- B. Capital Projects Status Report
- C. Scheduled Maintenance Projects

VI. OTHERS

- A. Facilities Dedications Events (Ground Breaking & Grand Opening)

VII. NEW AGENDA ITEM(S); ADDITIONAL MATERIALS; PRESENTATIONS

- A. Norco College: HVAC Upgrade at Building K (DSA post-construction approval process)
(Attachments: DSA PR 13-02, DSA IR A-20)
- B. Revised IR A-22: Construction Projects and Items Exempt from DSA Review
(Attachment: DSA IR A-22)
- C. CMAS Contracts and compliance with SB No. 1422 and California PCC 2601
(Attachments: Senate Bill 1422, PCC Section 2601)

VIII. BOARD REPORTS

- A. **Agenda Packet:** [Board of Trustees Regular Meeting – Feb 21, 2023](#)

Item VI.T - RCCD/RCC & UCR Intersegmental Affordable Student Housing Construction Grant Application

Item VI.U – Architectural Services Agreement Amendment No. 1, Westberg+White Architecture for the NC Early Childhood Education Program Modernization Project at Stokoe Learning Center

Item VI.V – Architectural Services Agreement Amendment No. 1, DLR Group for the NC Center for Human Performance & Kinesiology Project

IX. GUESTS

- A. None



FACILITIES PLANNING and DEVELOPMENT COUNCIL

January 26, 2023 Zoom Conference Call

10:00a.m. – 11:30a.m.

MEETING MINUTES

MEMBERS AND ATTENDEES:

| Name | Title | Present YES/NO |
|-------------------------|--|-------------------|
| Majd Askar | Moreno Valley College – Vice President Business Services | NO |
| Ron Kirkpatrick | Moreno Valley College – Director of Facilities M&O | YES |
| Robert Fontaine | Moreno Valley College – Faculty Representative, CTA/AS | YES |
| Monica Hernandez | Moreno Valley College – Faculty Representative, CTA/AS | NO |
| TBD | Moreno Valley College – Classified Representative, CSEA | NO |
| Michael Collins | Norco College – Vice President Business Services | YES |
| TBD | Norco College – Director of Facilities M&O | NO |
| Travonne Bell | Norco College – Director of Facilities M&O | YES |
| Ray Vasquez | Norco College – Interim Manager of Facilities, Grounds & Utilization | YES |
| Kimberly Bell | Norco College – Faculty Representative, Academic Senate | NO |
| TBD | Norco College – Classified Representative, CSEA | NO |
| Robert Beebe | Riverside City College – Director of Facilities M&O | YES |
| Krystin Mendez | Riverside City College – Assistant Director of Facilities M&O | YES |
| TBD | Riverside City College – Faculty Representative, CTA/AS | NO |
| Laneshia Judon | Riverside City College – Faculty Representative, CTA/AS (Rotating) | NO |
| Don Wilcoxson | Riverside City College – Faculty Representative, CTA/AS (Rotating) | NO |
| TBD | Riverside City College – Faculty Representative, CTA/AS (Rotating) | NO |
| TBD | Riverside City College – Classified Representative, CSEA | NO |
| Misty Griffin | District – Director of Business Services | YES |
| Susanne Ma | District – Director of IT, Infrastructure and Systems | NO |
| Beiwei Tu | District – Director of Risk Management | YES |
| Rochelle Duran | District – Student Trustee | NO |
| Hussain Agah | District – Associate Vice Chancellor, FPD | NO |
| Mehran Mohtasham | District – Director of Capital Planning | YES |
| Bart Doering | District – Facilities Development Director | YES |
| Myra Nava | District – Facilities Planning Specialist, Support Services | YES |
| Janna Accomando | District – Facilities Planning Specialist, Accounting | YES |
| Evelyn Ault | District – FPD (Recorder) | YES |

Riverside Community College District Facilities Planning and Development (FPD) supports the educational mission of the District and its three Colleges—Moreno Valley, Norco and Riverside City through advanced planning and development of facilities, standards, infrastructure and resources that promotes a learning environment by providing safe, sustainable and high-quality campuses. The FPD administers the facilities improvements to ensure compliance with the District Strategic Plan and Colleges Facilities Master Plans, and manages the planning, development and implementation of the District Five (5) Year Capital Outlay plan and Long-term Capital Facilities program. The department is also responsible for formulating, promoting, guiding, and administration of district policies and procedures associated with planning, design, construction and development functions.

I. CALLED TO ORDER

- A. By Hussain Agah

II. APPROVAL OF MINUTES

- A. Motion to Approve December 15, 2022 Meeting Minutes by Beebe. Second by Doering.

ACTION: *Approved*

III. FACILITIES PLANNING UPDATES

A. Facilities Master Plans Updates

1. **MVC:** The College's facilities master plan (FMP) was BOT approved in June 2019. **No update**
The College's comprehensive master plan (E/PMF) was BOT approved in August 2021. **No update**
2. **NC:** The College's facilities master plan (FMP) was BOT approved in June 2019. **No update**
3. **RCC:** The College's facilities master plan (FMP) was BOT approved in December 2018. **No update**
4. **District Unified FMPs:** The district-wide unified FMP's prioritized projects list "preliminary" was posted under the District website, including project descriptions and conceptual budgets. **No update**

B. CCCC'O Facilities Planning Update:

1. Five-Year Capital Construction Plans (5YCCP) & Capital Outlay Program:

- i. **2022 Five-Year CCP:** The 5YCCP was board approved in June 2022 and included the following submissions (resubmission) with updated projects budgets that reflect today's market condition and updated schedule for when they are anticipated to be funded:
- ii. **RCC:**
 - a) FPP – Cosmetology Project (Growth).
 - b) IPPs – 1. Visual Arts Complex (Phase I) (Growth); 2. Advanced Technology (Growth); 3. MLK Modernization.
- iii. **MVC:**
 - a) FPP Library Learning Resource Center (Growth).
 - b) IPPs – 1. Biological & Physical Sciences (Growth); 2. Kinesiology, Athletics (Growth); 3. Ben Clark Training Center Education Center Building Phase II (Growth) and is lining up as a standalone FPP next year; 4. Fine & Performing Arts Complex (Growth).
- iv. **NC:**
 - a) FPP – Library Learning Resource Center and Student Services (Growth).
 - b) IPPs – 1. STEM Phase I (Growth); 2. Student Services Welcome Center (Growth); 3. Social & Behavioral Science Phase I (Growth).

ACTION:

- *Send updated projects list to the colleges for review. Begin work with Alma Strategies for the 2023 submission process.*

- v. **State Capital Outlay Re-categorization and Prioritization (New Scoring Methodology):** All FPPs submitted in 2022's 5YCCP for consideration for the 2024/2025 spending plan will be scored using the new metrics. The DOF approval requires 25% local contribution for FPPs. Colleges' FPPs are not eligible for hardship waivers.

ACTION:

- *No update*

- 2. **Building Naming Reconciliation:** FPD will be working with colleges to reconcile the building names in FUSION and college Live 25 system to reflect FTES and FTEF.

ACTION:

- *No update*

3. Five (5) Year Scheduled Maintenance Plan & Instructional Support

- i. **2021-2022:** The district received \$14.1M: \$10.5 for scheduled maintenance and \$3.6 for instructional support. An extension to expend the funds by June 30, 2025 was requested from the State.
- ii. **2022-2023:** The district received \$19M for scheduled maintenance and instructional support. Few categories were added, the Renewable Energy "Solar/Battery, EV charging station and the energy efficiency projects". The plan submitted and approved by the State Chancellor's Office. The colleges were provided their projects list.
- iii. Agah stated that the state requires California community colleges to provide their schedule maintenance/deferred maintenance backlog, regardless if a project has funding stream attached to it or not. The backlog can be and should be entered into FUSION for the college planning purpose. That will be information to the state for continuous advocacy for SM funding. This also helps to consolidate the information on one single platform for the district.
- iv. Griffin shared new data regarding scheduled maintenance & instructional support funds available for 2022/23. The Governor's January budget proposal includes a \$213 million one-time proposition 98 General Funds budget reduction for the previously approved \$840.7M in 2022 budget act. If this gets approval by the legislatures, RCCD anticipates a funding reduction by \$6M out of \$19M previously allocated. The District should develop a contingency plan to secure the District's portion of the reduction to avoid overspending those funds.

ACTION:

- *Continue to streamline the PPIP process so administering the program is more efficient. Discussed suspension of any kind of scheduled maintenance projects that have not already begun, and suspend further instructional equipment spending until the contingency plan is in place. BFS will email VPBS to begin the process.*

4. Space Inventory (SI)

- i. **2022 SI Submittal:** 2022 SI is complete and certified by the district and reflected in FUSION.

ACTION:

- *Any changes to the college SI needs to be reported to FPD to be reflected in FUSION.*

5. Energy Usage Calculator

- i. Nava stated the Energy Usage Calculator report is due in December 2022 and is working with Accounts Payable to get missing invoices.

ACTION:

- *No update*

6. Facilities Conditions Assessment (FCA)

- i. Agah requested that the colleges use the FCA for the development of the 5-Year Schedule Maintenance Plan. NC stated the assessments have not been used yet. RCC uses it as a database and has not used the assessment as yet. Agah has recommended that these databases be used for 5YSMP.
- ii. Nava stated the Facilities Condition Assessment scores on the FCI will affect the scoring on the modernization projects as well as the FTES.
- iii. A strategy to complete the floor plan updates is being discussed for all the colleges. FPD will update all of the floorplans in FUSION with help from the colleges.
- iv. Nava stated the Facilities Assessment is scheduled for late 2023 and will confirm the date with the State.

ACTION:

- *No update*

C. Policies and Procedures:

1. Public Bid/Procurement

- i. Under the Public Contract Code 20651 during a bid process the communication protocol guidelines must be followed and the college should direct vendors/bidders to Purchasing (in writing) to avoid interference.

ACTION:

- *No update*

2. Land Use Development and Public-Private-Partnership

- i. The Land Use Development and Public-Private-Partnership (P3) policies are approximately 95% complete and are being reviewed by VC Brown. The policies will go to the Chancellor for review and then be presented to FPDC.

ACTION:

- *The Scion Group is helping the District with the new BP/AP regarding land use development & Public-private-development. **No Update***

3. Milestone Signoff Documents:

- i. Doering reviewed and described the **Capital Construction Project Design Milestone** form and the **Certificate of Substantial Completion Milestone** form.

ACTION:

- *Incorporate the process into an administrative policy for efficiencies and consistencies. **No update***

4. Prequalification List and Process:

- i. **Professional Services:** RFQs to establish pre-qualified lists for Surveying, Environmental, and Commissioning Consultants will be in place in the near future. The RFQ has not been drafted yet.
- ii. **Construction Services:** FPD has established a process to prequalify general contractors/primes in compliance with Public Contract Code section 20651.5 that requires a public agency like RCCD to establish a procedure to include a standardized questionnaire, financial statement, and an appeals process.

- iii. **CUPCCCA:** Vendors can register for a prequalification on Purchasing's website throughout the year.
- iv. **Professional Services Qualification Process:** Agah shared the PowerPoint presentation for the new transparent boilerplate qualification RFQ/P process that was formulated to prequalify professional services such as CM's, architects and specialty consultants. The RFQ/P has specific questions for specific trades and services, and specific scoring for each. The process is tailored to specific projects using a standard scoring metrics and includes the appropriate agreement as part of the packet. Interviews of the three to five highest scoring proposals will be conducted. A committee will be formulated each time and will be asked to look at all of the qualifications independently. The committee will be provided with pre-RFQ/P training.
- v. At the December 2022 Regular BOT meeting a CM proposer that responded to an RFQP for a CM services spoke to the board regarding the qualification process. The proposer stated they should get extra points for having their headquarters in Riverside instead of just a satellite office like other companies have, and extra points for women-owned business or a minority-owned enterprises. The same company did not feel that anyone should receive extra points because they previously worked with the district. The BOT approved the contract but requested that Brown and Agah provide a recommendation of how more emphasis can be put on local attendance, and how we can empower minority, veteran and women owned businesses. Trustee Blumenthal stated the district should be careful about what is or what is not legal for minority criteria. The BOT would like to understand how it is done and requested any recommendation regarding local minority/veteran/women owned be included. The goal is to form a task force from this committee, anyone interest should email Agah.
- vi. **Vendors Debrief:** FPD has provided debriefs with many vendors that have not been selected. They want to know why they fell short, how then can improve, and receive feedback from the committee members. The process is always explained, the selection criteria is reviewed, and that the committee members and formation are discussed with objective review and selection approach. They are all told that the committee's decision is not a personal decision, and previous work with the District is not a guarantee of selection.

ACTION:

- *Incorporate the process into an administrative policy for efficiencies and consistencies.*
- *Prepare a detailed procurement process presentation to the BOT in March 7, 2023. **No update***

5. Consultants Engagement Process:

- i. Askar/Agah discussed and presented the prequalified consultant engagement process in alignment with the District BP/AP and best practices as follows:
 - a) **Below \$25,000:** Obtain a minimum (1) one proposal from District Prequalified list of consultants; the work should not start without a PO in place; no board report is required.
 - b) **Over \$25,000 to \$109,300:** Obtain a minimum (3) three proposals from District Prequalified list of consultants; use the District's small-scale RFP format; qualified-based selection; the work should not start without an executed contract and PO in place; no board report is required.
 - c) **Over \$109,300:** Send formal RFP to the entire District Prequalified list of consultants; utilize the formal RFQ/P process with scoring methodology and selection criteria; qualified-based selection; the work should not start without an executed contract and PO in place; board report is required.
- ii. Askar reviewed the internal process for obtaining quotes using prequalified lists. The BP/AP talks about the different thresholds but does not include the section for professional services.

ACTION:

- *Incorporate the process into an administrative policy for efficiencies and consistencies. **No update***

6. Sustainability & Climate Action Policies:

- i. FPD is working with DLR Group to draft sustainability & climate action policies in alignment with the SCAP and CCCC'O Board of Governors' policies. FPD met with the college Directors of Facilities regarding Total Cost of Ownership (TCO) to be finalized by mid-February 2023.

ACTION:

- *Finalize SCAP report and submit to the BOT in March or April 2023. Move forward with implementation phase.*

7. Gifting Public Funds

- i. Beebe stated that there is no charge for the electricity at the EV Charging stations. Every time a car uses the charging stations, they are receiving free electricity, which is "Gifting Public Funds". Beebe stated this topic was brought up prior to his arrival in 2018 through shared governance and bargaining, but there has been no solution. Beebe stated this could be a financial problem if additional EV stations will be installed, and that the free electricity is becoming known.
- ii. Mohtasham stated that in 2018 a fee was proposed to cover the electricity and maintenance for the subscription fee for each charging station. The college was being charged approximately \$1.00/Hr. The information was provided to the VPBS and the faculty association and the union reviewed the information. The discussion was that staff would be allowed 30 minutes to charge then be charged \$10 or \$15 per hour to charge after that or move their vehicles. The union said that if staff try to move their vehicles after the 30 minutes and cannot find a new space they should not receive any directive from their managers for the lost time.
- iii. Beebe stated the college has heard that the community knows there is no fee to charge and would potentially start using the free EV stations, which could be a big problem.
- iv. Askar suggested discussing the price structure of charging to the staff before discussing the Gifting Public Funds topic. Agah stated that FPD will research and propose a policy to be reviewed.

ACTION:

- *No update*

8. Gender Neutral All-Inclusive Restrooms and Bathrooms for the On-Campus Student Housing

- i. Agah provided a presentation and overview of the Gender Inclusive Restrooms for the district student housing. During planning meetings the architect proposed gender neutral all-inclusive restrooms with individual stalls and shared sink areas. The code requires only a certain percentage to be gender neutral. Agah asked the architect to provide a list of community colleges and higher education student housing facilities that implemented gender neutral restrooms and discuss the topic with their residence directors for feedback.
- ii. Beebe voiced concerns regarding the District potentially being exposed to liability resulting from harassment/sexual harassment claims.
- iii. Mendez inquired if it was discussed to have each floor designated as gender neutral, then the other floors as single genders. Agah stated it is feasible, and would be within the code. He will bring the idea to the architect's attention. The three college student presidents will be conducting a survey for student feedback on this topic.

D. Long-Term Capital Facilities Program

1. The LTCFP was BOT approved on March 17, 2020. Some budget has been identified for the critical mission plans: Sustainability initiatives, integrated energy and infrastructure.
 - i. The goal is to update the district standard and college design guidelines, it requires approximately \$150,000-\$250,000 to complete depending on the level of detail. VCBFS has added this item to the District Strategic Plan request.

- ii. Collins stated NC will utilize the same standards that were used on the Veterans Resource Center project for the Center for Human Performance & Kinesiology.
- iii. Ma stated the cabling specifications have not changed too much, and the networking equipment has been quoted per project. The only problem is the room size, the rack changes & what technology is planned to be in the room.

ACTION:

- *No update*

E. Climate Action and Sustainability Stewardship (SCAP)**1. Districtwide Sustainability & Environmental Responsibility Planning Update:**

- i. The SCAP identified 5 main impact areas (Decarbonization/Climate Justice, Water/Ecosystem, Waste/Procurement, Academic, Engagement, Health/Wellbeing, Resiliency, Trust/Transparency), and develop specific goals, objectives, measures, metrics and milestone for each one of them.
- ii. SCAP development updates were provided to the Board of Trustees on June 14, 2022.
- iii. The final draft of the Sustainability Climate Action Plan has been provided to the Sustainability Committee to provide their review in August 2022 through December 2022.
- iv. Sustainability committees at the colleges was discussed. MVC is working to add more committee members and will have DLR provide an update for new members.
- v. Agah stated that the Sustainability Climate Action Committee (SCAC) is an approved subcommittee and is part of the Resources Committee. It will report to District Strategic Planning Council (DSPC).

ACTION:

- *Complete the SCAP and present the District plan to the BOT for approval in March 2023.*

2. Solar Planning Initiative (Solar Plan):

- i. **Interconnection Applications:** MVC, BCTC and NC interconnection application with SCE and District Office centennial plaza and RCC with RPU are in progress and are still outstanding.
- ii. **Design-Build Contract:** Agah provided an update on the progress of the solar project, the year-long contract negotiations with TotalEnergies was approved by the Board on December 13, 2023. The design and permitting process will begin in 2023. The project will provide 7 megawatts of solar across the district. NC will receive 24 charging stations, MVC will receive 24, RCC will receive 30 and the district office will receive 8. The battery storage system will be 6000kwh.

ACTION:

- *Meet with the colleges to discuss and plan for the installation to minimize affect during class schedules.*

3. Energy Management and Dashboard:

- i. Agah provided an update regarding the dashboard as part of the Integrated Energy Master Plan.
- ii. Mohtasham stated the process is more than 95% done in regards to collecting the information and doing the meter mapping. FPD is working collectively with the District IT on the Dashboard and how it will be hosted in our system.

- iii. DLR is working on the standard numbering on the water map and should be able to complete it within 3-4 weeks.

ACTION:

- Complete an interactive dashboard for the district; Mohtasham will provide the draft dashboard link to the FPDC.

4. Total Cost of Ownership (TCO):

- i. Agah stated that the district has been working with the colleges to develop a TCO prototype metrics districtwide. The TCO is a requirement for Accreditation, and GO Bond and best practices. It will capture all utilities, scheduled maintenance, capital renewal, custodial and grounds, staffing requirements for new funded/approved projects- cradle to grave concept. It is recommended to use APPA Standards.
- ii. Meetings with the college VPBS and Directors of Facilities are being progressed to review the final version of the TCO model and the dashboard.

ACTION:

- The committee discussed if the platform should be made available on the website. **No Update**

5. Community Transportation Needs Assessment Voucher (Mobility Equity):

- i. The final report was submitted to the State at the end of October 2021. The new application window is Spring 2023 for up to \$1.5 million.
- ii. Harris discussed the disadvantages for students in trying to afford to buy cars and that the Carsharing program will be a great opportunity for everyone.
- iii. Agah discussed the potential grants (EV Charge Ready) where the utility companies will fund all of the infrastructure to get EV charging stations. FPD will look into those programs and grants.
- iv. Mohtasham stated the next phase is the application to receive grants. FPD met with the consultant EVGIDE who will assist with the application process. The application submittal is due in March 1, 2023 for Phase I and June 2023 for Phase 2.
- v. Beebe asked if any steps have been taken to institute a financial chargeback so that the colleges are not gifting public funds.
- vi. Collins stated NC wants to set up a system where the chargeback can be made to the users so the college can cover the cost of the electricity that is provided to the users. NC is not interested in gifting public funds.

ACTION: *Once the program is more formalized and further assessed, work on an administrative policy that structures the operating, maintenance, management, and financial aspects of it.*

6. On-Bill Financing (CCC/IOU):

- i. This California Community Colleges/Investor Owned Utilities (CCC/IOU) program is under the state Chancellor's office umbrella. It is an opportunity to provide an energy audit to the college facilities to determine suitable energy efficient projects from SCE and SCG. The on-bill-financing has no obligation or contract between the district and SCE and SCG. The advantage is the zero financing for items over \$250,000. Anything under \$250,000 can be part of the incentives, it would pay up to \$4M for electrical and \$2M for gas upgrades for each campus and can be paid back in ten years. Some processes and procedures must occur before the on-bill financing happens. The utility company requires a survey and energy audit of the building systems at each college to determine deficiencies. When approved by the utility company the deficiencies identified can be converted to a project and paid for by the utility company, if the college does not have the funds. The program would replace chillers, boilers,

HVAC, lighting, controls, etc., and pay for installation, equipment, and commissioning. The program was discussed with the Directors of Facilities at the kick-off meeting that occurred on March 29, 2021.

ACTION:

- *No update*

F. Students Housing

1. Student Housing Initiative at MVC, NC & RCC:

- i. Agah stated the Chancellor advocated for funding for student housing. The goal is to conduct a district-wide on and off-campus feasibility study, focusing on districtwide affordable student housing to address the student basic needs and support their educational journey.

ACTION:

Continue to work with City of Moreno Valley for land acquisition.

2. SB 169 Affordable Student Housing Grant Program:

- i. The State budget has \$2B identified for UC, CSU and California Community Colleges for student housing.
- ii. Agah provided an update and stated SB169 was signed by the governor on September 23, 2021, to provide \$2B for affordable student housing grant program. The guidelines were provided on October 12, 2021, the application was submitted on the October 31, 2021 due date. The funding will assist with feasibility and financial studies and preliminary planning. The application was provided in the minutes and the SB169 forms were reviewed by Agah.
- ii. Agah stated that the State said the district is eligible to submit only one construction grant application. The district has to figure out how to prioritize which location to submit for. The demand is equal across the four locations, however, the intersegmental with UCR receives an additional 10 points. The district is still trying to clarify with the State how the points will be assessed.
- iii. Agah stated that the FPD has completed 4 construction grant application @ MVC, NC, RCC or RCCD/UCR Intersegmental. The district can submit only one construction grant application to the state on January 25, 2023. The application will compete with other districts and colleges for the 2023/24 funding.
- iv. The District submitted for the RCCD/UCR Intersegmental affordable student housing application on January 25, 2023. The District can submit one additional application for one college on July 3, 2023.

ACTION: *FPD will be working with Scion/Volz to develop a thorough analysis based on the college's student housing survey, market-demand analysis and other supportive data for the BOT, Chancellor, and Colleges' Presidents collective decision on a priority project for July 3, 2023.*

G. Legislative and Regulations Updates:

1. School Bonds

- i. Agah provided an update regarding AB-75 and SB-22 that places a new "potential" state school bond on the November 2022 ballot. Nobody knows yet how much that statewide bond would be, and it could bundle K-12 with CCD's, CSU's and the UC System. AB-75 and SB-22 will not go to the November 2022 ballot due to the surplus funding. The state allocation of Prop 51 for the statewide bond has been diminished and already allocated. The next window for the statewide bond will be 2024.

2. Student Housing

- i. There are two bills, AB1602 that discusses the revolving loan fund in the amount of \$5B for 2022/23 for zero interest rate, and AB1764 that discusses the need for exemption of community college student housing from DSA requirements and for colleges to provide data about students and their needs for housing.

3. Classroom Air Quality and Ventilation Requirements

- i. If approved, AB2232 bill would have two provisions; the first requires Community College Districts and other school districts to conduct a comprehensive HVAC inspection every 5 years and provide an HVAC Test Technician report to identify the inefficiencies in the HVAC system for classrooms, offices, etc. The second requires installation of CO2 monitors in all classrooms. The funding source is not known at this time.

4. CEQA Exempt for Student and Faculty Housing

- i. If approved, SB886 bill provides a CEQA Exemption for qualifying student and faculty housing projects that could be approved.

ACTION:

- *No Update*

IV. PROJECT UPDATES

A. Master Projects List/Calendar/Capital Project Summary Form

1. All projects regardless of funding source need to follow the process

ACTION:

- *No Update*

B. Division of the State Architects (DSA)

1. Agah provided a DSA regulations update regarding IR A-22 and IR A-9 for School Site Improvements and Project Exception. Even if a project is DSA “exempt”, it still needs to comply with Title 24 and CA Building Code regardless of project size to avoid any liability and comply with the State codes.
2. FPD is the **Point Of Contact** with DSA and should be involved in any new project under DSA purview at the college regardless of funding sources.
3. Mohtasham reviewed “revised” IR A-22 and stated there are two changes submitted: 1) Threshold increase to \$119,230 and 2) Two items for the playground canopy. Mohtasham shared the details of the playground canopy requirements.
4. Mohtasham stated DSA has requested that the DSA application numbers and specific information on the campuses portables and storage container units be included on all plans when they are submitted to DSA for approval. Previously submitted plans have been put on hold for final approval until FPD provides those details on the portables and storage containers.

ACTION:

- *Provide DSA Application Numbers and specific information for the campus portables and storage container units*

C. Capital Projects Status Report

1. **Riverside City College:**

- i. **RCC Life Science/Physical Science Reconstruction Project:** This is a state-funded project in the total amount of \$38.5 million. Construction began in September 2022. The abatement on the project is complete. The project is 22% complete.

ACTION: *None*

- ii. **Gomez ADA Phase 2 Campus Improvement Project:** The project is funded by General Funds and 2021/22 SM Funds. FPD sent the City of Riverside an email identifying the areas they are responsible for. The project is multi-stage and multi-phase and is 83% complete.. The project is experiencing a delay due to the concrete contractor that has not been on site since December 22, 2022. A recovery schedule is being developed.

ACTION: *None*

- iii. **Digital Library Building STEM Engagement Center:** This is a \$5,000,000 project locally funded from RCC General Funds. It will renovate the existing Digital Library to become a STEM Engagement Center. It is a priority 1 item in the FMP. Received DSA approval, the official DSA approval. This project cannot start until TSS Staff Relocation is complete. This project is waiting for the TSS Relocation and the Old Financial Services Remodel completed in order to begin, there could possibly be a 12-month delay.

ACTION: *None*

- iv. **TSS Staff Relocation:** This is a DSA project. TSS staff are scheduled to move into the old Financial Services building. This project is a secondary effect of the Digital Library STEM Engagement Center. It is on the same 12 KV loop as the Printing Press project. It will have a modular outside of the Tech area. The key component is that occupants must be moved into TSS before any construction can start on the STEM Engagement Center project. FPD is researching the possibility of the project being funded with Scheduled Maintenance funds based on the design. The project and project budget was approved at the September 20 BOT. The project is waiting for the 12KV Transformer and Selector Switch Upgrade Project to be completed before it can move forward.

ACTION: *None*

- v. **Football Field and Running Track Replacement:** The project was approved at the September 20, 2022 BOT. The committee selected LPA, they are working on the drawings. Geo and supplemental Topo surveys are being completed to put the plan together to submit to DSA. The committee voted for AstroTurf with shock pads underneath. The second user group meeting occurred on October 26, 2022. A DSA meeting was scheduled. The plans were submitted to DSA on December 28, 2022 and requested to expedite the plans to move forward sooner so the demolition can begin in March 2023 and the project will be able to be finished by the end of August 2023. The California Multiple Award Schedules (CMAS) contract and proposal was received and the PO for W2W is being issued. The bid package was sent for the ADA and the GC work. After DSA approval is received those can be awarded.

ACTION:

- *This is a critical mission project to RCCD Tigers and it has been prioritized and moving concurrently with the design, procuring materials and prequalifying contractors.*

2. Moreno Valley College

- i. **Student Services Renovation:** This is a DSA project and funded through Measure C. The Renovated Student Services Building will be available for the relocation of student services programs currently located in the temporary structures within the Parkside Complex, such as Human Services, Health Services, Food Bank, and Veterans Resource Center. The total ASF is 9,000. DSA approved was received. The selection of Kitchell/CEM, Inc. for CM services was approved at the December 13, 2022 Regular BOT. The resolution to have the general contractors prequalified was submitted to the BOT on January 17, 2023 and the RFQ has been sent out then be submitted to the March BOT for approval. The college relocated the users at the end of December 2022.

ACTION:

- *Conduct a final review of the budget after DSA approval is received. Prequalify GC's.*
- ii. **BCTC Education Building (Phase I):** The project is currently 100% complete.

ACTION:

- *Finalize change orders and proceed with final payments and release of retention.*

3. Norco College:

- i. **Early Childhood Center Project at Stokoe:** The project is moving forward, there is an agreement between the college and Alvord USD regarding the next steps. A user group meeting occurred with Alvord, RCOE and NC to review the outdoor playground and the classroom layout. Two classrooms will be moved. A cost estimate based on the design development plan (to determine if the project is within budget and if any VE items need to be addressed) will be provided by mid-November 2022 and submitted by mid-December 2022. Two additional cost estimates were received and will be provided to the college. By the time DSA approval is received the project can be bid and start the first round of construction by summer 2023.

ACTION: *None*

- ii. **Center for Human Performance & Kinesiology Project:** The project is in the design phase (preliminary plans and programming). The project is over budget by \$13 million due to the state construction budget shortfall that did not address the ongoing inflation and utilizing outdated cost estimating models and other FUSION restrictions. FPD has contacted the DOF and the State Chancellor's office about the actual project cost. DTSC results from the Dudek survey were received, questions regarding the survey were sent back to DTSC to receive their feedback and be implemented as the sole management plan. CEQA will be completed then mitigation measures will be received as suggested by Dudek for the Tribes consultation. The state has approved the Preliminary plan, the Working drawings have been approved and can proceed. The project is \$54M. The state took 9 months to give approval so DLR will not be able to complete and submit the working drawings before the 2023 building code is changed. The plan is to present the design to DSA by spring 2023. A comprehensive study is being conducted on the existing central plant. DLR group is working on the construction drawings to be submitted to DSA by May 2023. DLR is working on the Central Plant F2 plant feasibility and capacity study that was received. FPD will advertise and RFQ/P to hire an architect to design the upgrade to the F2 plant. The finishes and furniture layout are being worked on as well.

ACTION: *Continue with DTSC work plan, complete CEQA and submit to DSA by April or May 2023.*

D. Scheduled Maintenance Projects Updates**1. Moreno Valley College:**

- i. **Review the SM Project Log and report DSA projects**

2. Norco College:

- ii. **Review the SM Project Log and report DSA projects**

3. Riverside City College:

- i. **Review the SM Project Log and report DSA projects**

V. OTHERS

A. Integrated Waste Management

1. An RFP for Integrated Waste Management was drafted a few years ago. The goal is to consolidate the services districtwide. The benefit is the economies-of-scale and the recycle programs.

ACTION:

- *Askar will send a draft of the RFQ/P to the colleges after the District reviews. **No update***

B. District Strategic Planning Council (DSPC)

1. FPDC membership has been formed pending representatives from their respective unit.

ACTION:

- *No update*

C. Parking/Traffic Study, RCC, & Districtwide

1. **Riverside Downtown:** Survey results were discussed with multiple constituent groups. Combining the Fox and CAADO studies indicates occupancy is not going above 89%. The consultant provided four recommendations; installing digital signage to show how many spaces are filled, especially at CAADO; changing the hours of some of the classes to later in the evening to free up spaces during the day.
2. **Norco College:** The College completed a traffic study of Third Street specifically in relation to the buildout of the VRC building. NC budgeted and are planning for the repair and replacement of Third Street to ensure pedestrian and vehicular safety is upheld. The repair and replacement may include the installation of speed bumps. The study will be reviewed and the college will work with the district on the scope and bid process.

ACTION:

- *No update*

D. Norco College Fuel Cell

1. NC is paying Doosan \$120,000 a year to maintain a Fuel Cell at the college and keep it running efficiently. The removal of the NC Fuel Cell is part of TotalEnergies Solar contract.

ACTION:

- *Continue the fuel cell production services until the start of construction of solar project*

E. Facilities Use Fees

1. Discussion has included information or history related to Facilities Use/Rental Fees, and whether these rates are at a credible market rate in light of board policy.

ACTION:

- *The colleges will discuss fee structures. **No update***

F. Projects Groundbreaking & Grand Opening Ceremonies

1. Agah provided updates on upcoming groundbreaking & grand opening ceremonies.

ACTION: *None*

VI. NEW ITEM(S)

A. District IT Announcements

1. Ma stated the state of the security cameras in the district are in disrepair, some have no access if a camera is broken, and no one is taking ownership of the cameras. RCC is looking at the discovery phase for a solution to replace all of their cameras and a newer system. Potentially MVC and NC can use the same solution.
2. Beiwei stated that TSS called an ad-hoc group together to discuss what the plans is moving forward with security systems. This is in the exploration stage and the funding is being discussed.

B. Cybersecurity Presentation

1. Ma provided a presentation outlining cybersecurity, it's relation to Facilities, and the impact and risk to the district.

C. HEERF Funded Mechanical Upgrades Project for NC

1. Collins requested an update on the Districtwide Mechanical Upgrades Project using HEERF funding that has to be expended by June 30, 2023. Based on the college priorities an engineer will be engaged to oversee the project and complete the project before June 20, 2023.

End of Meeting Minutes-

Facilities Planning & Development

Projects Status Update Report

February 23, 2023

Updated by: Bart Doering
Mehran Mohtasham
Janna Accomando
Myra Nava

MVC Student Services Renovation

Project Description: The Renovated Student Services Building will be available for the relocation of student services programs currently located in the temporary structures within the Parkside Complex, such as Human Services, Health Services, Food Bank, and Veterans Resource Center. The total ASF is 9,000.

| | | | |
|-----------------------------|-----------------------|-------------------------|--|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | Measure C: \$5,500,000 Scheduled Maint.: \$200,000 MVC GF: \$1,000,000 |
| Architect & DSA: | 19Six / DSA | Project Phase: | GC Pre-qualification/Bidding Phase |
| Duration: | Occupancy August 2023 | Delivery Method: | GC / CM Agency |

Project Status GC Pre-Qualification Criteria approved by BOT on January 17, 2023. Purchasing Dept posted GC-Prequalification package on 1/18/2023. Received 4 applications on 2/7/23, FPD extended the pre-qualification timeline an additional 3 weeks to attract more applications. General contractor (GC) prequalified list will be submitted to the April BOT and followed by distributing bid package to the pre-qualified GCs. Construction to start in June 2023.

Issues: VP Sweeten and VP Askar proposed to add the lecture room to be included on the first floor and reconfigured for DSS programs. Awaiting Budget approval from the college (\$1M). This could delay submitting to DSA and to start the construction on time.



MVC Student Engagement Center Projects

Project Description: This project will remodel/convert spaces in the SAS 224, HUM 234 and SCI 100A & 101F into 3 engagement centers for the MVC students based on the program needs.

| | | | |
|-----------------------------|--------------------------|-------------------------|-------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | College Fund: \$350,000 |
| Architect & DSA: | HGA Architects / Not DSA | Project Phase: | Bidding Phase |
| Duration: | 3 months | Delivery Method: | D-B-B |

Project Status: HGA provided 3 options/layouts to the committee to select from. The options will provide 3 offices in the Science building without making and changes to the STEM area. After college approval/selection of one of the layouts, bid package will be sent out. Estimate start of construction June 2023. HGA to provide bid package by end of Feb 2023.

Issues: Based on the last meeting, the office in the makerspace cannot be modified for the STEM engagement center, therefore the college is coordinating an in-person meeting to find a solution, we may need to go to DSA depending on the changes the college requests.

MVC Organic Chemistry Lab

Project Description: This project is designed to address the loss of students at MVC due to the absence of organic chemistry labs; students take these classes at other CCDs and do not return to MVC.

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|-----------------------------|-----------|-------------------------|---------------------------|
| Project Manager: | Mehran M. | Fund Allocation: | TBD |
| Architect & DSA: | TBD | Project Phase: | Initial Project Placement |
| Duration: | TBD | Delivery Method: | TBD |

Project Status: FPD developed a schematic design, the building size is based on the college's academic requirements of 34 students. FPD placed the building on the campus site plan per the college, identified areas and discussed pros and cons for each location with the college. FPD to develop a rough order of magnitude (soft and hard cost) and a schedule milestone after receiving all of the college's requirements. The District needs to hire an architect to begin the design studies. Project is on hold until a funding source is allocated.

MVC College Park Project

Project Description: Complete agreement with the City of Moreno Valley Park Access Requirements.

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|-----------------------------|--------------|-------------------------|--------------------|
| Project Manager: | Bart Doering | Fund Allocation: | TBD |
| Architect & DSA: | Pending | Project Phase: | TBD |
| Duration: | TBD | Delivery Method: | General Contractor |

Project Status: Facilities Planning and Development Department (FPD) is working with the City of Moreno Valley on the original agreement that required public access to the 5 acres of park that was given to the Riverside Community College District. Installation of playground equipment was agreed to be installed along with additional parking for the public. FPD has hired an architect to do a feasibility study to see how much it would cost to finish installing the two additional soccer fields, sidewalks, and lights to complete this agreement.

Issues: Original agreement was not clear on responsibility, or costs.

Norco HVAC Replacement (Bldg K)

Project Description: Replacement of (4) Rooftop HVAC units on Building K - Center for Applied and Competitive Technologies.

| | | | |
|-----------------------------|-------------------|-------------------------|-------------------|
| Project Manager: | Steven Marshall | Fund Allocation: | Prop 39 |
| Architect & DSA: | BSE Engineers/Yes | Project Phase: | DSA Certification |
| Duration: | 5-month | Delivery Method: | D-B-B |

Project Status: Project Completed back in May or June 2019.

Issues: During construction, college did not hire an Inspector of Record (IOR) and the Engineer on Record did not notify DSA regarding the start of the construction and it's closeout. After 4 years, DSA followed up on the status of the project. Currently FPD is working with DSA and hired an IOR to certify the project and complete the closeout procedure.

Norco Early Childhood Center Project at Stokoe

Project Description: In partnership with Alvord USD, the Innovation Learning Center (ILC) was initially developed to prepare future teachers and child development professionals by providing an integrated model for child development and teacher education. Transfer of the leadership/operation of the Center to Norco College would ensure the fulfillment of the Center's purpose as a learning laboratory for ECE courses and programs, as well as expanding service to the community via a Tier 5 preschool offering.

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|-----------------------------|----------------------|-------------------------|--|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | \$5,000,000 RCCD/NC State Grant Allocation |
| Architect & DSA: | WW Architects, DSA | Project Phase: | DSA Review |
| Duration: | To be open Fall 2023 | Delivery Method: | D-B-B (GC) |

Project Status: Completed Programing in November 2022. The WWA preparing project cost estimate by mid-December 2022. DSA submission on 12/21/2022. Final furniture layout and finishes will be presented to the committee in March 2023. WWA provided construction cost estimate, it was reviewed by the FPD and the college.

Issues: Long lead time on playground equipment, FPD is looking for other manufacturers to place an order early using a piggyback contract. Meeting with NC and Alvord in late February or early March to discuss options.

Norco Center for Human Performance & Kinesiology

Project Description: The Norco College has been in existence since 1993 and over the past 20 years the campus has not been able to provide a comprehensive Physical Education Program because of a lack of space. This project constructs a 55,081 gsf/ 39,282 asf Center for Human Performance and Kinesiology at the Norco College campus. The building spaces include 1,500 asf of lab for Kinesiology, 1,140 asf of office, 33,710 asf in Physical Education spaces and 2,932 asf in other space. The project scope includes all code required site development and utilities for the building. The new Center for Human Performance and Kinesiology Building will replace the 5,020 gsf #13 CTR Applied & Comp Tech building, the 3,360 gsf #14 Multipurpose W1 & W2 building, and the 1,920 gsf #24 West End Quad W8 Building.

| | | | |
|-----------------------------|---------------------------|-------------------------|---------------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | 100% State Fund \$33,298,000 |
| Architect & DSA: | DLR Group/DSA | Project Phase: | Design Phase (CD) |
| Duration: | Completion by August 2025 | Delivery Method: | D-B-B |

Project Status: Received approval on Prelim Plans and move on Working Drawings from DOF. DLR will resume the design/modify plans based on the DSA code change and is scheduled to submit to DSA in May 2023. Central Plant Capacity survey results were shared with DLR and due to the lack of capacity in the central plant, F2 plant must be upgraded before CHP+K can be connected to the campus central plant system. FPD is working on an RFQP to hire an architect and start designing to upgrade F2 plant (DSA project) via Scheduled Maintenance 2022/23 funds.

Issues: NC is under a Land Use Covenant with DTSC which was recorded in 2016 due to the prior military activities and the lack of comprehensive investigations necessary to evaluate potential impacts at the site. The Land Use Covenant sets forth the deed restrictions for the site and the general steps for obtaining permission from the DTSC prior to proceeding with projects and requires an approval from DTSC. Based on the DLR/HLCM total project cost estimate, the project is over budget by \$19M. FPD conducted a call with the State Chancellor's Office on December 6, 2021 and submitted Preliminary Plans to release working drawings along with a memo letter to request a budget shortfall from the State on December 27, 2021. Dudek responded to the DTSC comments and will revise the report by the end of June 2022. Tribe consultation continues as one of the tribes responded to the draft MND. Response from the State/DOF on budget approval for working drawing phase is pending.



RCC Life Science / Physical Science Reconstruction (CIS + Business)

Project Description: This project's purpose is to reconstruct the connected Life Science and Physical Science buildings at Riverside City College into an Interdisciplinary complex that can accommodate program growth in many different disciplines to a Business + CIS Building. The entire Business program will be relocated and the Business Education building will be demolished and is not part of this project. This project is an approved FPP by the State Chancellor's Office for 2020/2021 funding.

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|-------------------------|--------------|-------------------------|--|
| Project Manager: | Bart Doering | Fund Allocation: | State: \$28,977,000 Measure C: \$6,100,563 RCC GF: \$3,059,437 |
|-------------------------|--------------|-------------------------|--|

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|-----------------------------|-----------------------|-------------------------|-----------------------|
| Architect & DSA: | 19.6 Architects / DSA | Project Phase: | GC Contract Phase 23% |
| Duration: | 16 months (overall) | Delivery Method: | D-B-B |

Project Status: Contractor Soltek Pacific has is still working on finalizing their agreements with all of their sub-contractors. They are at 99% complete with contracts. Underground site utilities and sewer fire lines installation began. The second floor balcony in Life Science is being demolished.

Issues: The CEQA report noted the mural as a historical item in the building which is located on the exterior south wall of the Life Science building. The cost estimate based on 100% CD plans was over by \$377K and the CM and 19Six provided VE items. The college approved some of the items and after applying the savings, the project is over budget by \$190K. Received DSA comments on October 21, 2021, 19Six team is working to respond to the comments. DSA final approval is estimated to be received by the end of January 2022. The contractor has notified the CM that they have delays in the construction schedule due to the delay in CEQA and has filed a Time Impact Analysis (TIA) report. CM & District reviewed and returned comments to the contractor.



RCC Football Field and Track Replacement

Project Description: The College conducted an assessment on the football field turf & track and the result came not in favor. Due to the safety of the students and the lifetime of the field & track, the college decided to replace the turf and the running track. The feasibility study will provide a guideline on the DSA requirement items and an estimated total project cost in order for the college to get the funding.

| | | | |
|-----------------------------|------------------|-------------------------|---|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | RCC GF: \$7,079,325 Measure C: \$620,675 |
| Architect & DSA: | LPA / DSA | Project Phase: | DSA Review |
| Duration: | 12 Months | Delivery Method: | D-B-B |

Project Status PO issued for both AFE sport (Astro Turf) and W2W Sports (Mondo Track). Football Field shop drawings reviewed and approved by LPA and the RCC. LPA is reviewing Track shop drawings and then will be distributed to the college for review and approval. Bid package and CM services RFQP advertised. Next Step: CM services proposals due on 2/24 and interviews on 3/8/23. Scheduled a site walk with W2W and AFE on 2/21 to go over the demolition phase. Track and Field will be closed on 3/6/23 through 8/30/2023.

Issues: There is no budget for this project and the college needs an estimated total project cost in order to see if it is feasible to move forward with this project.



RCC Throwing Sports Project

Project Description: The Project is the design phase to develop a new Track and Field venue located at the existing Baseball / Softball complex at Riverside City College Campus. Included in the proposed development may include Javelin runway and throwing sector, shot put pad and ring, discus/hammer pad, and cage and throwing sector.

| | | | |
|-----------------------------|--------------|-------------------------|---------------------------------------|
| Project Manager: | Robert Beebe | Fund Allocation: | Scheduled Maintenance: \$2,000,000 |
| Architect & DSA: | LPA / DSA | Project Phase: | Design Phase |
| Duration: | 1 Year | Delivery Method: | D-B-B |

Project Status: LPA continue working on CD (construction Document) in order to submit to DSA in March 2023.

Issues: The recent estimate is \$2M.



RCC Digital Library STEM Engagement Center Project

Project Description: The existing Math and Science Building does not currently have space for STEM students to meet and engage. The new Digital Library STEM Engagement Center will provide interactive student space that is part of the college's guided pathway goals. The RCC Facilities Master Plan, approved by the Board of Trustees in 2018, identified the relocation of the Technology Support Services to the new location. This will free up space to create a new STEM Engagement Center in a visible location adjacent to the existing Math & Science Building.

| | | | |
|-----------------------------|------------------------|-------------------------|--------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | General Fund \$5,000,000 |
| Architect & DSA: | Gensler / DSA | Project Phase: | Design Phase |
| Duration: | Completion by Oct 2023 | Delivery Method: | General Contract – D.B.B |

Project Status: The Chancellor and Dr. Anderson supported the removal of the KRSS/Media Distribution space from the DL lower level to provide more space for STEM engagement center. Gensler provided renderings and 3D floor plans on December 3, 2021 to the user group and received good comments. Meetings with the user group will continue in January and February 2022 to go over AV/IT and FF&E items. Gensler provided a project cost estimate, the project was over by \$450K. After reviewing VE items, the project estimated cost is within the budget at this time. Received DSA approval in October 2022. Old Financial Services has to be remodeled for TSS relocation & 12KV Transformer/Selector switch upgrade first before we can start construction at Digital Library for Stem Engagement Center.

Issues: The college is working with the District to eliminate KRCC program from the DL lower level, which can provide additional space for the STEM Engagement Center.

RCC Nursing, Math and Science Chiller Replacements

Project Description: Due to the design defect of mechanical room/Chiller layout. The chillers at the Nursing & Match and Science building are at the end of the life cycle (chiller #1 is out of order). Based on the received total cost of repair and cost of replacement, the college decided to replace both chillers with more efficient systems and re-arrange the piping system to resolve the design defect.

| | | | |
|-----------------------------|--------------|-------------------------|--|
| Project Manager: | Robert Beebe | Fund Allocation: | Scheduled Maintenance 2021/22 & 2022/23 |
| Architect & DSA: | WWA | Project Phase: | Design Phase |
| Duration: | 15 Month | Delivery Method: | D-B-B |

Project Status: WWA selected as the project architect. BOT approval on 12/13/2021. Design team started meeting on Thursday with the college and the district. Final Design shall be ready for bidding by 3/31/2023. Based on the new plan, DSA approval is not required.

Issues:

RCC 12KV Transformer and Selector Switch Upgrade

Project Description: Due to adding a new donated printer in the Tech B, the 12KV Transformer and selector switch needed to be replaced. The existing transformer and selector switch are at the end of the life cycles.

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|----------------------------|------------------------|-------------------------|------------------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | SM 2021/22 & Local Fund & Donation |
| Engineer & DSA: | West Design / None DSA | Project Phase: | Procurement |
| Duration: | 11 Month | Delivery Method: | D-B-B |

Project Status: Received two bids on 11/7/2022, lowest bid from High Volt for the total amount of \$317,233.00 BOT to review and approve on 12/13/2022. High Volt received their executed contract on January 30, 2023 and are working to provide transmittals for approval and placing the equipment order by early March 2023.

Issues:

RCC Old Financial Services Renovation for TSS

Project Description: In order to relocate TSS team from lower level of DL, the college is in the process of renovating a portion of the old financial services space and purchase a new modular to be placed in the east side of the building.

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|-----------------------------|------------------|-------------------------|----------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | General Fund: \$1,850,000 |
| Architect & DSA: | SGH/DSA | Project Phase: | CM Selection/Bidding Phase |
| Duration: | 12 Month | Delivery Method: | D-B-B |

Project Status: Received DSA Approval on July 19, 2022. BOT approved the project budget on September 21, 2022. Next step: send RFP to select a CM will be sent out in January 2023. Next Step: After selecting a CM, will start working on Pre-Qualifying GC for this project.

Issues: The original estimate by the college is \$600K-\$1M. The recent estimate by the CM CW Driver is \$1.8M.

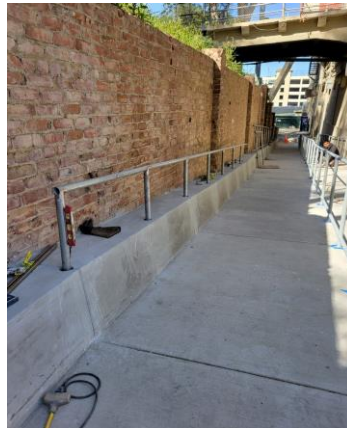
District RCC Gomez Case Ph. IV

Project Description: This project is the completion (last phase) of the RCC Gomez case. These ADA barriers include inaccessible pedestrian paths of travel from bus stops to buildings throughout the campus; inadequate restrooms clear floor space located throughout the campus; steep slopes and heavy doors; campus parking, improper signage, missing designated ADA accessible parking spaces; doors with inadequate strike side clearance and requiring excessive force to open.

| | | | |
|-----------------------------|----------------------|-------------------------|---|
| Project Manager: | Bart Doering | Fund Allocation: | Scheduled Maintenance, Worker’s Comp, GL&P \$1.2M |
| Architect & DSA: | Westberg White & DSA | Project Phase: | Construction 93% |
| Duration: | 9 months | Delivery Method: | General Contract |

Project Status: The contractor is galvanizing handrails and plans to have these installed within the next two weeks. The concrete contractor is working on the punch list and doing the final cleanup. The contractor is obtaining prices for bleachers to add handrails per DSA requirements.

Issues: The contractor continues working on an accurate project schedule. The provided 3-week look-ahead schedule still isn’t correct. The contractor continues to need help coordinating his subs and is constantly reminded of work that needs to be started or completed. The contractor is disputing change order work and doesn’t understand the scope of work to complete the project. Architect working with DSA on approval of addendums and CCDs, as project is getting close to being finished.



RCC Makerspace Project at the Digital Library

Project Description: Remodel a portion of the Digital Library second floor, and convert it into the Makerspace for the RCC students to use. Currently, RCC does not have a makerspace program or a dedicated space.

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|-----------------------------|---------------------|-------------------------|-------------------------|
| Project Manager: | Mehran Mohtasham | Fund Allocation: | General and Grant Funds |
| Architect & DSA: | Westberg White / NA | Project Phase: | Construction Phase |
| Duration: | 7 months | Delivery Method: | D-B-B |

Project Status: Construction completed as of early February. All equipment installed except Fuse 1. Contacted Formlabs to obtain a new delivery date. The contractor IBI is to confirm if the laser machine needs a filtration system or if it can be connected directly to the constructed exhaust system.

Issues:

District Solar Planning Initiative

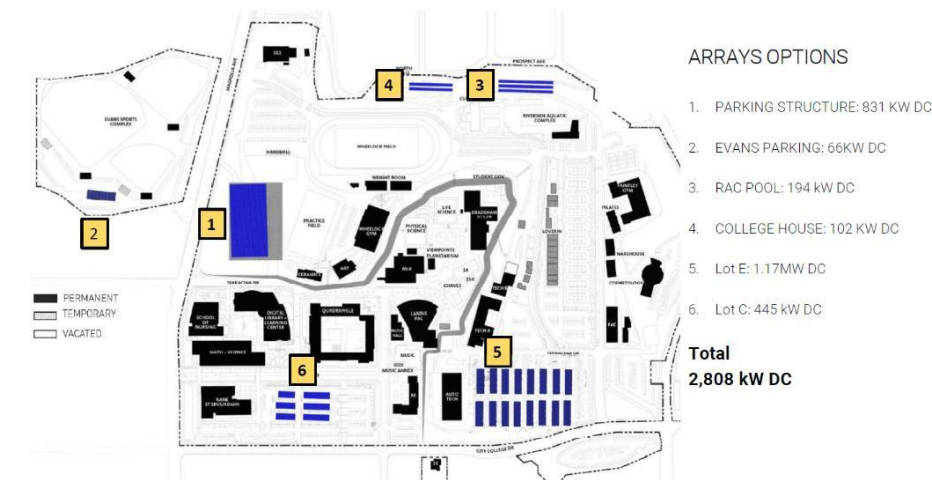
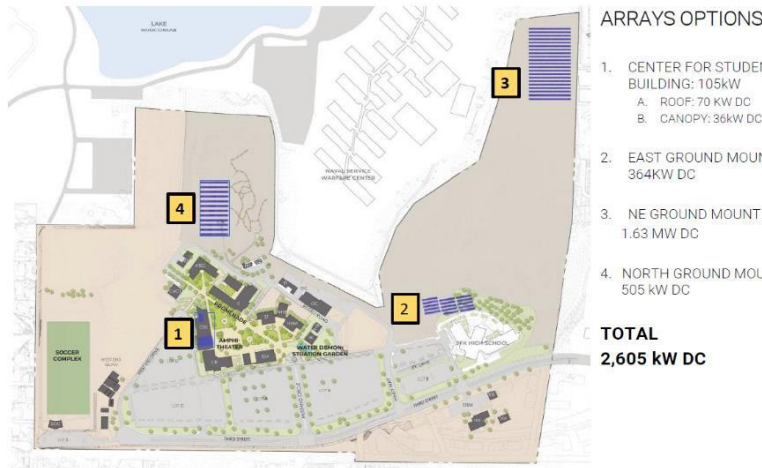
Project Description: The solar planning initiative is in alignment with the District board policy 5775, sustainability and environmental responsibility. The outcome will be a Districtwide Solar Plan (including battery storage) that aligns with the strategic planning objectives to achieve economic, social, and environmental sustainability.

| | | | |
|-------------------------|-------------------------------|-------------------------|---------------------|
| Project Manager: | Hussain A / Mehran M / Bart D | Fund Allocation: | Loan/Finance Option |
|-------------------------|-------------------------------|-------------------------|---------------------|

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|-----------------------------|--------------------------------|-------------------------|------------------|
| Architect & DSA: | DLR Group / Total Energy / DSA | Project Phase: | Design Phase/DSA |
| Duration: | TBD | Delivery Method: | D-B |

Project Status: BOT approved the solar & battery storage contract with Total Energy back in December 2022. Next step: Total Energy started the design with FPD. DSA submission in May/June 2023. Installation scheduled in Summer 2024.

Issues:

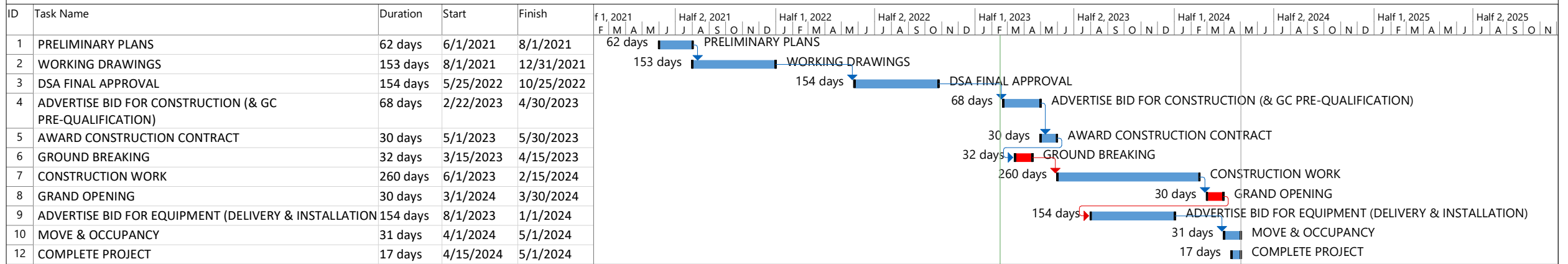


Notes:

- 1- **Project Manager:** Budget Manager & Construction Project Manager. The PM could be doing both. The responsible in-charge who manages the project on a daily basis including managing project consultants, contractors, college stakeholders, and state agencies.
- 2- **Division of the State Architect or “DSA”.** DSA is required, by the Field Act, to review construction for California public schools (grades K–12) and Community Colleges, and to verify that construction meets the requirements of the Title 24 Building Standards regulations. Some projects, however, do not require DSA review. Such exceptions are explained in DSA IR A-22. ***Facilities Planning & Development is the Single Point of Contact with DSA Office.***
- 3- **Duration:** estimated construction duration for the project. See milestone schedule.
- 4- **Fund Allocation:** Measure C, Scheduled Maintenance Special Repairs “SMSR” or Block Grant, Federal or State Grants, Redevelopment Fund, Proposition 39, General Fund, etc.
- 5- **Project Phases:**
 - a. Planning and Programming (Pre-Design) and includes feasibility studies,
 - b. Design Phase (Schematic Design “SD”, Design Development “DD”, and Construction Documents “CD”)
 - c. Permit (DSA review and approval for plan-check and back-check, City, County, etc.)
 - d. Bid and Award Phase (low bid single GC, CM multi-prime, design/build, etc.)
 - e. Construction phase (notice to proceed “NTP” to Notice of Completion “NOC”)
 - f. Occupancy Phase (move-in)
 - g. Closeout Phase (project’s contracts closeout)

MORENO VALLEY COLLEGE - STUDENT SERVICES RENOVATION

(MEASURE C, LOCAL RESOURCES - \$5,000,000)



Project: MVC - Student Services Renovation
Date: 2/16/2023




| | | | | | | | | | |
|-----------|--|--------------------|--|-----------------------|--|--------------------|--|-----------------|--|
| Task | | Project Summary | | Manual Task | | Start-only | | Deadline | |
| Split | | Inactive Task | | Duration-only | | Finish-only | | Progress | |
| Milestone | | Inactive Milestone | | Manual Summary Rollup | | External Tasks | | Manual Progress | |
| Summary | | Inactive Summary | | Manual Summary | | External Milestone | | | |

NORCO COLLEGE - CENTER FOR HUMAN PERFORMANCE & KINESIOLOGY

(STATE CAPITAL OUTLAY AND LOCAL RESOURCES - \$33,298,000)

| ID | Task Name | Duration | Start | Finish | 2020 | | 2021 | | 2022 | | 2023 | | 2024 | | 2025 | | 2026 | | 2027 | | 2028 | | 2029 | | 2030 | | 2031 | | 2032 | | | |
|----|---|----------|-----------|-----------|----------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|------|----|----|--|
| | | | | | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | H2 | H1 | |
| 1 | PRELIMINARY PLANS | 216 days | 8/8/2021 | 3/11/2022 | 216 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | WORKING DRAWINGS | 141 days | 1/2/2023 | 5/22/2023 | 141 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | DSA FINAL APPROVAL | 169 days | 5/22/2023 | 11/6/2023 | 169 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | ADVERTISE BID FOR CONSTRUCTION | 91 days | 2/4/2024 | 5/4/2024 | 91 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | AWARD CONSTRUCTION CONTRACT | 29 days | 8/2/2024 | 8/30/2024 | 29 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | GROUND BREAKING | 30 days | 7/1/2024 | 7/30/2024 | 30 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | CONSTRUCTION WORK | 564 days | 8/15/2024 | 3/1/2026 | 564 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | GRAND OPENING | 46 days | 3/1/2026 | 4/15/2026 | 46 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | ADVERTISE BID FOR EQUIPMENT (DELIVERY & INSTALLATION) | 396 days | 3/1/2025 | 3/31/2026 | 396 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | MOVE & OCCUPANCY | 46 days | 3/1/2026 | 4/15/2026 | 46 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | COMPLETE PROJECT | 16 days | 4/15/2026 | 4/30/2026 | 16 days | | | | | | | | | | | | | | | | | | | | | | | | | | | |

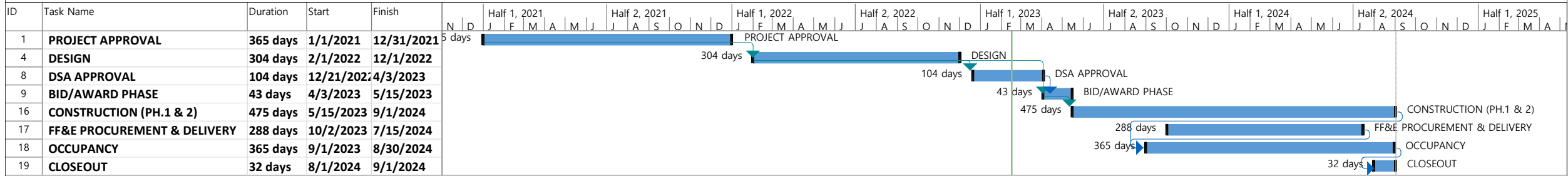
Project: NC - CHP+K
Date: 2/16/2023




| | | | | | | | |
|-----------------|--|--------------------|--|-----------------------|--|--------------------|--|
| Task | | Inactive Task | | Manual Summary Rollup | | External Milestone | |
| Split | | Inactive Milestone | | Manual Summary | | Deadline | |
| Milestone | | Inactive Summary | | Start-only | | Progress | |
| Summary | | Manual Task | | Finish-only | | Manual Progress | |
| Project Summary | | Duration-only | | External Tasks | | | |

NORCO COLLEGE - EARLY CHILDHOOD EDUCATION CENTER AT STOKOE ELEMENTARY SCHOOL

(STATE GRANT - \$5,000,000)



Project: NC - Early Childhood Education Center at Stokoe
Date: 2/16/2023



| | | | | | |
|--------------------|--|-----------------------|--|--------------------|--|
| Task | | Inactive Summary | | External Tasks | |
| Split | | Manual Task | | External Milestone | |
| Milestone | | Duration-only | | Deadline | |
| Summary | | Manual Summary Rollup | | Progress | |
| Project Summary | | Manual Summary | | Manual Progress | |
| Inactive Task | | Start-only | | | |
| Inactive Milestone | | Finish-only | | | |

RIVERSIDE CITY COLLEGE - DIGITAL LIBRARY STEM ENGAGEMENT CENTER

(LOCAL RESOURCES - \$5,000,000)

| ID | Task Name | Duration | Start | Gantt Chart | | | | | | | | | | | | | | | | | |
|----|---|----------|------------|--|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| | | | | 1, 2021 | Half 2, 2021 | Half 1, 2022 | Half 2, 2022 | Half 1, 2023 | Half 2, 2023 | Half 1, 2024 | Half 2, 2024 | Half 1, 2025 | Half 2, 2025 | Half 1, 2026 | Half 2, 2026 | Half 1, 2027 | Half 2, 2027 | Half 1, 2028 | Half 2, 2028 | Half 1, 2029 | Half 2, 2029 |
| 1 | PRELIMINARY PLANS | 106 days | 9/1/2021 | 106 days [Gantt Bar] PRELIMINARY PLANS | | | | | | | | | | | | | | | | | |
| 2 | WORKING DRAWINGS | 138 days | 12/15/2021 | 138 days [Gantt Bar] WORKING DRAWINGS | | | | | | | | | | | | | | | | | |
| 3 | DSA FINAL APPROVAL | 181 days | 4/4/2022 | 181 days [Gantt Bar] DSA FINAL APPROVAL | | | | | | | | | | | | | | | | | |
| 4 | ADVERTISE BID FOR CONSTRUCTION | 81 days | 10/1/2023 | 81 days [Gantt Bar] ADVERTISE BID FOR CONSTRUCTION | | | | | | | | | | | | | | | | | |
| 5 | AWARD CONSTRUCTION CONTRACT | 30 days | 1/1/2024 | 30 days [Gantt Bar] AWARD CONSTRUCTION CONTRACT | | | | | | | | | | | | | | | | | |
| 6 | CONSTRUCTION WORK | 275 days | 2/1/2024 | 275 days [Gantt Bar] CONSTRUCTION WORK | | | | | | | | | | | | | | | | | |
| 7 | ADVERTISE BID FOR EQUIPMENT (DELIVERY & INSTALLATION) | 153 days | 11/1/2023 | 153 days [Gantt Bar] ADVERTISE BID FOR EQUIPMENT (DELIVERY & INSTALLATION) | | | | | | | | | | | | | | | | | |
| 8 | MOVE & OCCUPANCY | 63 days | 12/1/2024 | 63 days [Gantt Bar] MOVE & OCCUPANCY | | | | | | | | | | | | | | | | | |
| 9 | COMPLETE PROJECT | 29 days | 2/1/2025 | 29 days [Gantt Bar] COMPLETE PROJECT | | | | | | | | | | | | | | | | | |

Project: RCC - STEM Engagement Center
Date: 2/16/2023



| | | | | | |
|--------------------|-------------------|-----------------------|-------------------|--------------------|----------------|
| Task | [Solid Blue Bar] | Inactive Summary | [Dashed Grey Bar] | External Tasks | [Grey Bar] |
| Split | [Dotted Blue Bar] | Manual Task | [Solid Teal Bar] | External Milestone | [Grey Diamond] |
| Milestone | [Black Diamond] | Duration-only | [Light Teal Bar] | Deadline | [Green Arrow] |
| Summary | [Black Bar] | Manual Summary Rollup | [Dark Teal Bar] | Progress | [Blue Bar] |
| Project Summary | [Grey Bar] | Manual Summary | [Dark Teal Bar] | Manual Progress | [Teal Bar] |
| Inactive Task | [White Bar] | Start-only | [Teal L-Bracket] | | |
| Inactive Milestone | [Grey Diamond] | Finish-only | [Teal R-Bracket] | | |

RIVERSIDE CITY COLLEGE - FOOTBALL FIELD AND RUNNING TRACK REPLACEMENT

FUNDING - TBD

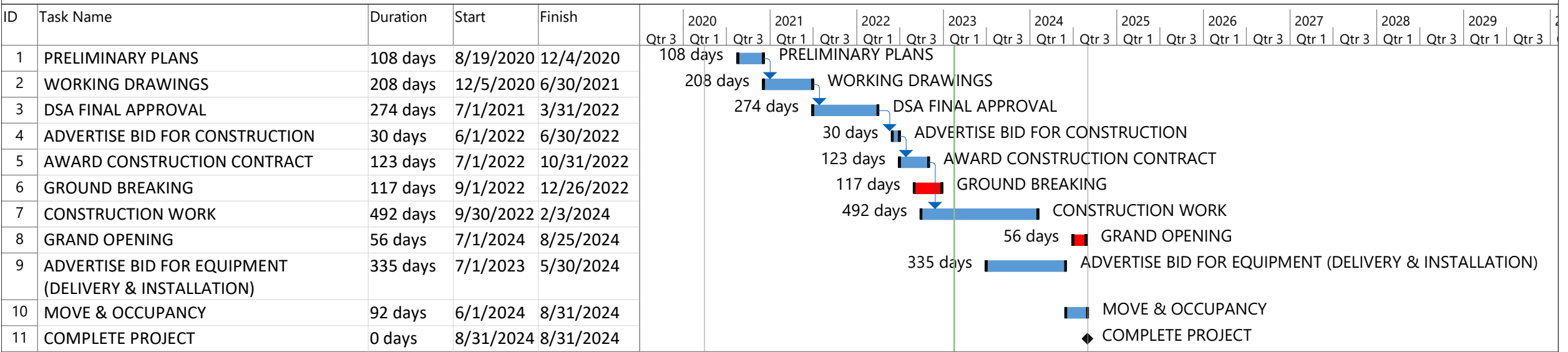
| ID | Task Name | Duration | Start | Finish | Timeline | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|----|------------------------------|----------|------------|------------|--|---|---|---|---|--------------|---|---|---|---|--------------|---|---|---|---|--------------|---|---|---|---|--------------|---|---|---|---|--------------|---|---|---|---|--------------|---|---|---|---|---|---|---|
| | | | | | 2021 | | | | | Half 1, 2022 | | | | | Half 2, 2022 | | | | | Half 1, 2023 | | | | | Half 2, 2023 | | | | | Half 1, 2024 | | | | | Half 2, 2024 | | | | | | | |
| | | | | | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S |
| 1 | FEASIBILITY & PLANNING PHASE | 152 days | 12/15/2021 | 5/15/2022 | 152 days [Task Bar] FEASIBILITY & PLANNING PHASE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | RCC APPROVAL (PROJECT/FUNDS) | 94 days | 5/15/2022 | 8/16/2022 | 94 days [Task Bar] RCC APPROVAL (PROJECT/FUNDS) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | BOT APPROVAL (PROJECT/FUNDS) | 33 days | 8/14/2022 | 9/15/2022 | 33 days [Task Bar] BOT APPROVAL (PROJECT/FUNDS) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | DESIGN PHASE | 119 days | 9/1/2022 | 12/28/2022 | 119 days [Task Bar] DESIGN PHASE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | DSA PHASE | 78 days | 12/28/2022 | 3/15/2023 | 78 days [Task Bar] DSA PHASE | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | BID/AWARD | 62 days | 3/15/2023 | 5/15/2023 | 62 days [Task Bar] BID/AWARD | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | CONSTRUCTION | 123 days | 5/1/2023 | 8/31/2023 | 123 days [Task Bar] CONSTRUCTION | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Project: RCC - Football Field and Running Track Replacement
Date: 2/16/2023



| | | | | | |
|--------------------|---------------|-----------------------|------------------|--------------------|------------------|
| Task | [Blue Bar] | Inactive Summary | [Grey Bar] | External Tasks | [Grey Bar] |
| Split | [Dotted Line] | Manual Task | [Light Blue Bar] | External Milestone | [Diamond] |
| Milestone | [Diamond] | Duration-only | [Light Blue Bar] | Deadline | [Green Arrow] |
| Summary | [Black Bar] | Manual Summary Rollup | [Light Blue Bar] | Progress | [Blue Bar] |
| Project Summary | [Grey Bar] | Manual Summary | [Black Bar] | Manual Progress | [Light Blue Bar] |
| Inactive Task | [White Bar] | Start-only | [C-Bracket] | | |
| Inactive Milestone | [Diamond] | Finish-only | [C-Bracket] | | |

RIVERSIDE CITY COLLEGE - LIFE SCIENCE/PHYSICAL SCIENCE RECONSTRUCTION (FOR BUSINESS EDUCATION + COMPUTER INFORMATION SYSTEMS) (STATE CAPITAL OUTLAY, MEASURE C, LOCAL RESOURCES - \$35,004,000)












Project: RCC - LS/PS Reconstruction for Business + CIS
Date: 2/16/2023



| | | | | | |
|--------------------|--|-----------------------|--|--------------------|--|
| Task | | Inactive Summary | | External Tasks | |
| Split | | Manual Task | | External Milestone | |
| Milestone | | Duration-only | | Deadline | |
| Summary | | Manual Summary Rollup | | Progress | |
| Project Summary | | Manual Summary | | Manual Progress | |
| Inactive Task | | Start-only | | | |
| Inactive Milestone | | Finish-only | | | |

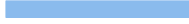


















RIVERSIDE CITY COLLEGE - THROWING SPORTS FIELD RENOVATION

(SCHEDULED MAINTENANCE 22-23FY - \$2,000,000)

| ID | Task Name | Duration | Start | Finish | 2, 2020 S O N D | Half 1, 2021 J F M A M J | Half 2, 2021 J A S O N D | Half 1, 2022 J F M A M J | Half 2, 2022 J A S O N D | Half 1, 2023 J F M A M J | Half 2, 2023 J A S O N D | Half 1, 2024 J F M A M J | Half 2, 2024 J A S O N D | Half 1, 2025 J F M A M J | Half 2, 2025 J A S O N D | Half 1, 2026 J F M |
|----|---|----------|------------|------------|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|--------------------------|
| 1 | PRELIMINARY PLANS | 285 days | 3/1/2021 | 4/1/2022 | 285 days  PRELIMINARY PLANS | | | | | | | | | | | |
| 2 | WORKING DRAWINGS | 79 days | 10/15/2022 | 2/1/2023 | 79 days  WORKING DRAWINGS | | | | | | | | | | | |
| 3 | DSA FINAL APPROVAL | 109 days | 2/1/2023 | 7/1/2023 | 109 days  DSA FINAL APPROVAL | | | | | | | | | | | |
| 4 | ADVERTISE BID FOR CONSTRUCTION | 54 days | 9/1/2023 | 11/15/2023 | 54 days  ADVERTISE BID FOR CONSTRUCTION | | | | | | | | | | | |
| 5 | AWARD CONSTRUCTION CONTRACT | 34 days | 11/15/2023 | 12/30/2023 | 34 days  AWARD CONSTRUCTION CONTRACT | | | | | | | | | | | |
| 6 | CONSTRUCTION WORK | 66 days | 1/1/2024 | 4/1/2024 | 66 days  CONSTRUCTION WORK | | | | | | | | | | | |
| 7 | ADVERTISE BID FOR EQUIPMENT (DELIVERY & INSTALLATION) | 66 days | 12/1/2023 | 3/1/2024 | 66 days  ADVERTISE BID FOR EQUIPMENT (DELIVERY | | | | | | | | | | | |
| 8 | MOVE & OCCUPANCY | 11 days | 4/1/2024 | 4/15/2024 | 11 days  MOVE & OCCUPANCY | | | | | | | | | | | |
| 9 | COMPLETE PROJECT | 12 days | 4/15/2024 | 4/30/2024 | 12 days  COMPLETE PROJECT | | | | | | | | | | | |

Project: RCC - Throwing Sports Field Renovation
Date: 2/16/2023

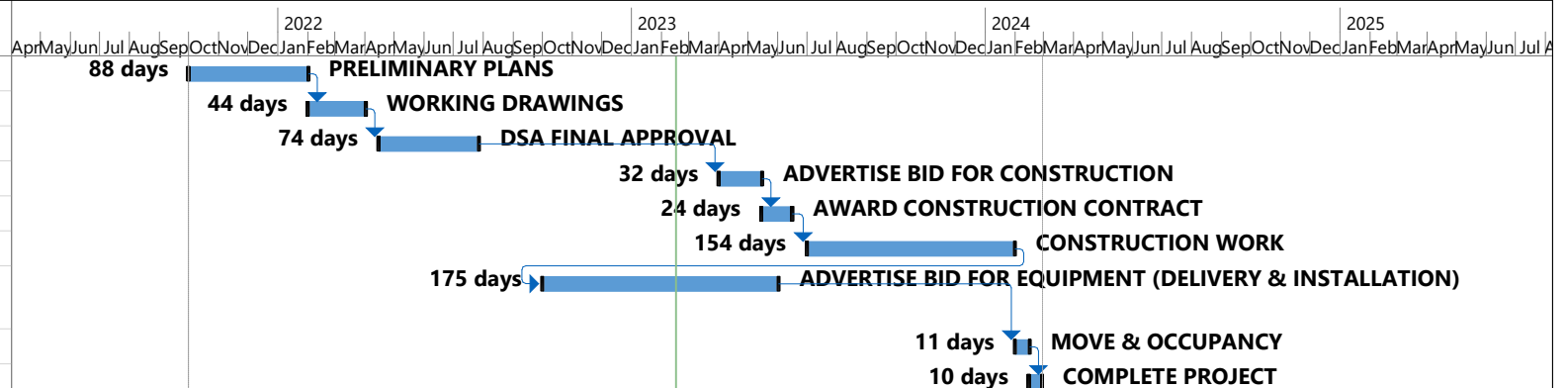


| | | | | | | | |
|-----------------|--|--------------------|---|-----------------------|---|--------------------|---|
| Task |  | Inactive Task |  | Manual Summary Rollup |  | External Milestone |  |
| Split |  | Inactive Milestone |  | Manual Summary |  | Deadline |  |
| Milestone |  | Inactive Summary |  | Start-only |  | Progress |  |
| Summary |  | Manual Task |  | Finish-only |  | Manual Progress |  |
| Project Summary |  | Duration-only |  | External Tasks |  | | |

RIVERSIDE CITY COLLEGE - TSS DEPARTMENT RELOCATION

(FUNDING SOURCE - PROJECT COST)

| ID | Task Name | Duration | Start | Finish |
|----|---|----------|-----------|-----------|
| 1 | PRELIMINARY PLANS | 88 days | 10/1/2021 | 2/1/2022 |
| 2 | WORKING DRAWINGS | 44 days | 2/1/2022 | 4/1/2022 |
| 3 | DSA FINAL APPROVAL | 74 days | 4/15/2022 | 7/27/2022 |
| 4 | ADVERTISE BID FOR CONSTRUCTION | 32 days | 4/1/2023 | 5/15/2023 |
| 5 | AWARD CONSTRUCTION CONTRACT | 24 days | 5/15/2023 | 6/15/2023 |
| 6 | CONSTRUCTION WORK | 154 days | 7/1/2023 | 1/31/2024 |
| 7 | ADVERTISE BID FOR EQUIPMENT (DELIVERY & INSTALLATION) | 175 days | 10/1/2022 | 6/1/2023 |
| 8 | MOVE & OCCUPANCY | 11 days | 2/1/2024 | 2/15/2024 |
| 9 | COMPLETE PROJECT | 10 days | 2/15/2024 | 2/28/2024 |



Project: RCC - TSS Department Relocation
Date: 2/16/2023



| | | | | | | | | | |
|-----------|--|--------------------|--|-----------------------|--|--------------------|--|-----------------|--|
| Task | | Project Summary | | Manual Task | | Start-only | | Deadline | |
| Split | | Inactive Task | | Duration-only | | Finish-only | | Progress | |
| Milestone | | Inactive Milestone | | Manual Summary Rollup | | External Tasks | | Manual Progress | |
| Summary | | Inactive Summary | | Manual Summary | | External Milestone | | | |

RIVERSIDE COMMUNITY COLLEGE DISTRICT - RCC ADA GOMEZ (PH. II)

(21-22 Scheduled Maintenance & Local Sources) - \$1,000,000

| ID | Task Name | Duration | Start | Finish | Half 2, 2020 | | | | | | | | | | | | Half 1, 2021 | | | | Half 2, 2021 | | | | Half 1, 2022 | | | | Half 2, 2022 | | | | Half 1, 2023 | | | | Half 2, 2023 | | | | |
|----|--|----------|-----------|-----------|--------------|---|---|---|---|---|---|---|---|---|---|---|--------------|---|---|---|--------------|---|---|---|--------------|---|---|---|--------------|---|---|---|--------------|---|---|---|--------------|---|---|---|---|
| | | | | | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A | M | J | J | A | S | O | N | D | J | F | M | A |
| 1 | DESIGN (SD, DD, CD) | 306 days | 7/1/2020 | 5/2/2021 | 306 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | PERMIT - DSA REVIEW/APPROVAL | 215 days | 5/2/2021 | 12/3/2021 | 215 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | CM COST PROPOSAL FOR CONSTRUCTABILITY REVIEW | 15 days | 2/1/2022 | 2/15/2022 | 15 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | IOR / SPECIAL INSPECTION COSTS | 28 days | 5/4/2022 | 5/31/2022 | 28 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | BID/AWARD PHASE | 69 days | 5/4/2022 | 7/11/2022 | 69 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | CONSTRUCTION | 245 days | 7/15/2022 | 3/16/2023 | 245 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | CLOSEOUT | 32 days | 3/17/2023 | 4/17/2023 | 32 days | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Project: RCCD - RCC ADA Gomez (Ph. II)
Date: 2/16/2023




| | | | | | | | |
|-----------------|--|--------------------|--|-----------------------|--|--------------------|--|
| Task | | Inactive Task | | Manual Summary Rollup | | External Milestone | |
| Split | | Inactive Milestone | | Manual Summary | | Deadline | |
| Milestone | | Inactive Summary | | Start-only | | Progress | |
| Summary | | Manual Task | | Finish-only | | Manual Progress | |
| Project Summary | | Duration-only | | External Tasks | | | |

RIVERSIDE COMMUNITY COLLEGE DISTRICT - SOLAR PLANNING INITIATIVE DISTRICTWIDE SOLAR PLAN

(MEASURE C - \$229,220)
budget is for consultant only

| ID | Task Name | Duration | Start | Finish | Days | Half 1, 2020 | Half 2, 2020 | Half 1, 2021 | Half 2, 2021 | Half 1, 2022 | Half 2, 2022 | Half 1, 2023 | Half 2, 2023 | Half 1, 2024 | Half 2, 2024 | Half 1, 2025 | Half 2, 2025 | Half 1, 2026 | | | | | | |
|----|------------------------------|-----------|-----------|-----------|------|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--|--|--|--|--|--|
| 1 | PROJECT APPROVAL | 72 days | 1/6/2020 | 3/17/2020 | 72 | PROJECT APPROVAL | | | | | | | | | | | | | | | | | | |
| 2 | FEASIBILITY & PLANNING PHASE | 409 days | 3/17/2020 | 4/30/2021 | 409 | FEASIBILITY & PLANNING PHASE | | | | | | | | | | | | | | | | | | |
| 3 | DEVELOPMENT PHASE | 123 days | 5/1/2021 | 8/31/2021 | 123 | DEVELOPMENT PHASE | | | | | | | | | | | | | | | | | | |
| 4 | EXECUTION PHASE | 1462 days | 8/31/2021 | 8/31/2025 | 1462 | EXECUTION PHASE | | | | | | | | | | | | | | | | | | |

Project: RCCD - Districtwide Solar Plan
Date: 2/16/2023



| | | | | | | | |
|-----------------|--|--------------------|--|-----------------------|--|--------------------|--|
| Task | | Inactive Task | | Manual Summary Rollup | | External Milestone | |
| Split | | Inactive Milestone | | Manual Summary | | Deadline | |
| Milestone | | Inactive Summary | | Start-only | | Progress | |
| Summary | | Manual Task | | Finish-only | | Manual Progress | |
| Project Summary | | Duration-only | | External Tasks | | | |

Moreno Valley College

2021-22 SM Scheduled Maintenance Projects - Tracking Log

Updates as of:
2/16/2023

| Project Name | Project Total | Capital Summary Form | DSA | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|---|---------------|--|--------|--------------------|-----------------|--------------------|------------|--|
| ECEC Flooring | \$ 87,822 | Sent to Purchasing 1-18-22 | No | 2-21-22 to 3-01-22 | NOA | 7-15-22 to 8-1-22 | No | Mike's Flooring NOC submitted 8/23 |
| Fire Alarm Upgrades - install beam detectors | \$ 27,804 | N/A | 119402 | N/A | Completed | Completed 2/2/22 | No | Fire Alarm Upgrades C007159 |
| Replace exhaust supply fans - Library, Sci & Tech Bldgs | \$ - | deleted | No | TBD | N/A | N/A | No | Project deleted, funds transferred |
| Replace playground equipment - ECEC | \$ 375,303 | In Progress | Yes | TBD | Design Phase | Dec 22' | No | Submitted DSA Check 11/ 22' Extension Required through Dec 2023 |
| Replace Burglar alarm system - Humanities & SAS | \$ 87,600 | Sent to Purchasing 3-3-22 | No | 3/30/2022 | N/A | 4-1-22 to 4-29-22 | No | Submitted NOC 9/2/22 |
| Replace Camera System - Warehouse | \$ 27,815 | N/A | No | 3/14/2022 | Req Approval | 4-1-22 to 4-29-22 | No | Completed 2/16/23 |
| Repair Dry Rot & Flooring | \$ 10,700 | In Progress | N/A | Completed | Completed | Completed | No | Project Completed 12/31/21 \$10,700 |
| Replace Chillers - Mech. II | \$ 820,000 | In Progress | No | 11/16/2022 | Design Phase | TBD | No | Low Bid OCS Construction Extension Required through Dec 2023 |
| Replace Fan Coils and Blowers - student services | \$ 200,000 | Will Be processed with SS Renovation Project | No | Dec 22' | | 5/23 - 5/24 | No | Kitchel CM Extension Required through May 2024 |
| Remodel Faculty Offices - Humanities | \$ 192,460 | Sent to Purchasing 3-3-22 | No | 4/5/2022 | BID | 7/3/22 To 8/1/22 | No | NOC submitted 8/15/22 |
| Replace Lighting w/LEDs - Lion's Den | \$ 66,400 | In progress | No | 5/1/2022 | Design Phase | 6/1/22 to 6/10/22 | Yes | Completed need to submit NOC |
| Library 3rd Floor Camera | \$ 30,128 | N/A | No | 6/22/2022 | | 10/1/22 - 11/1/22 | No | 95% completed |
| Remodel Study Rooms - Library | \$ 22,000 | N/A | No | 6/9/2022 | | 8/06/22 -8/30/22 | No | Completed |
| Replace A/C Units PSC-1 & Student Activities | \$ 30,000 | N/A | No | 9/31/22 | | 12/1/22 -1/31/23 | No | Ordering Componets Extension Required through Dec 2023 |
| Replace flooring at Science and Tech | \$ 120,000 | | No | TBD | | TBD | No | User groups meetings Extension Required through Dec 2023 |
| Replace Transformers at Humanities Bldg. | \$ 50,000 | N/A | No | TBD | | TBD | No | JCA writing SOW Extension Required through Dec 2023 |

Total \$ 2,148,032

Total 2021-22 SM Allocation \$ 2,148,032

Funds must be encumbered by: 6/30/2023
Funds must be expended by: 6/30/2023

Norco College

2021-22 SM Scheduled Maintenance Projects - Tracking Log

| Project Name | Project Total | Capital Summary Form to FPD | DSA | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|--|---------------|---|-----|-------------------|-----------------|--------------------|------------|---|
| Elevators: ATECH, SSV & Theater | \$ 515,000 | Submitted 10-6-21/ Sent to Purchasing 11/30/2021 | Yes | Complete | Pending funding | 1/3/22-9/9-22 | No | Projects completed, updated PFP have been submitted to Myra, NOC submitted to Purchasing. |
| 3rd St & Access Road AC Repairs | \$ 447,500 | Submitted 10-6-21 | Yes | 10/25/21-11/16/21 | | 1/10/22-1/31/22 | No | W+W currently in process of answering DSA V2 comments. Expect approval within within the next 2 weeks. Rev. 1/20/23. Extension Requested thru Dec. 2023 |
| Library footings: Water repair | \$ 40,000 | Submitted 10-6-21 | No | 11/2/21-11/30/21 | | 1/10/22-1/24/21 | No | Projects completed, updated PFP has been submitted to Myra. |
| Emergency Lighting backup repairs | \$ 100,000 | Submitted 10-6-21 Sent to Purchasing 8-8-22 | No | 11/2/21-11/30/21 | | 1/10/22-1/24/22 | No | Projects completed, updated PFP have been submitted to Myra, NOC submitted to Purchasing. |
| Roof Repairs: STEM 200, 300 & WEQ W4, W5, W6, W8 & W9 | \$ 418,978 | Submitted 10-6-21 - Sent to Purchasing 11/12/2021 | No | 11/2/21-11/30/21 | | 1/10/22-2/7/22 | No | Projects completed, updated PFP have been submitted to Myra, NOC submitted to Purchasing. |
| Irrigation Controller replacement | \$ 373,773 | Submitted 10-6-21 - Sent to I.T. for review 2/10/22 | No | 3/21/22-4/26/22 | | 6/13/22-7/29/22 | Yes | PO has been generated and materials are on order. |
| VRC Hillside landscape improvements | \$ 35,000 | Submitted 10-6-21 - Sent to Purchasing 12/8/2021 | No | 3/21/22-4/26/22 | | 6/13/22-7/13/22 | No | Projects completed, updated PFP have been submitted to Myra, NOC submitted to Purchasing. |
| Caulking and window seals: Lib & CSS | \$ 150,000 | Submitted 10-6-21 - Sent to purchasing 2/9/2022 | No | 3/1/22-4/5/22 | | 6/13/22-7/5/22 | No | Construction underway for window sealing. Caulking materials are on delay about 2 weeks. |
| Fire alarm panel replacements | \$ 150,000 | Submitted 10-21-22 | No | 1/10/23-2/10/23 | | 3/15/23-4/15/23 | No | Fire Alarm CPU was replaced and has been completed, updated PFP have been submitted to Myra. |
| WEQ Concrete replacement | \$ 10,000 | Submitted 10-6-21 | No | 3/7/22-4/12/22 | | 6/13/22-6/27/22 | No | Project completed, updated PFP have been submitted to Myra. |
| Irrigation & Site plumbing isolation valve replacement | \$ 100,000 | 10/21/2022 | No | 08/27/22-09/15/22 | | 12/5/22-1/9/23 | No | Project completed, updated PFP have been submitted to Myra. |

Total \$ 2,340,251
Total 2021-22 SM Allocation \$ 2,340,251

Funds must be encumbered by: 6/30/2023
Funds must be expended by: 6/30/2023

Riverside City College

2021-22 Scheduled Maintenance Projects - Tracking Log

| Project Name | Project Total | Capital Summary Form | DSA | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|--|---------------------|-------------------------------|-----|---------------------|-----------------|---------------------|------------|---|
| Replace Roofs - Tech A & Elevator Tower | \$ 180,000 | Sent to Purchasing 2-9-22 | N | 4-4-22 to 4-13-22 | | 6-13-22 to 7-13-22 | No | Scheduled to go to bid 4/23. 30 Day Extension Requested |
| Replace Floor Tile & Expand Doorways - Bradshaw | \$ 650,000 | Sent to Purchasing 1-25-22 | N | tbd | | tbd | No | Project submitted to DSA on 11/7/22 Extension Requested thru Nov 2024 |
| Upgrade Faraday System - ECS | \$ - | Sent to Purchasing 2-9-22 | Y | 4-25-22 to 5-5-22 | | 6-13-22 to 7-13-22 | | Project canceled, funds transferred |
| Replace Chiller, Air Handlers, Boilers, and Controllers - Cosmetology Bldg | \$ 9,950 | Feasibility Study in Progress | N | | | | | Project canceled, funds transferred |
| Replacement of Two 10-ton HVAC Units - Bradshaw (Hall of Fame) | \$ 125,000 | Sent to Purchasing 2-9-22 | Y | 6-2-22 to 7-23-22 | | 11-14-22 to 2-15-23 | No | Project 85% complete. Awaiting parts to finish project. Units are operable. |
| Replace HVAC Controllers- MLK | \$ - | Sent to Purchasing 1-24-22 | Y | | | | | Project canceled, funds transferred |
| Replace Boilers - Digital Library | \$ 182,000 | Sent to Purchasing 1-25-22 | N | 2-15-22 to 3-15-22 | | 3-1-23 to 4-1-23 | | Boilers on order |
| Renovate Restrooms & Expand Doorways to ADA Compliant - QUAD | \$ - | Sent to Purchasing 1-10-22 | Y | | | | No | Project canceled, funds transferred |
| Evans Complex Upgrades | \$ 350,000 | Sent to Purchasing 1-10-22 | Y | 1-23-23 to 2-2-23 | | tbd | No | Project in award phase |
| Replace Roof - Facilities Bldg | \$ 140,000 | Sent to Purchasing 11-22-22 | Y | 12-21-22 to 1-4-23 | | tbd | No | Job scheduled for 2/23 weather permitting. |
| Paint Exterior of Facilities Bldgs | \$ 165,422 | | N | tbd | | tbd | No | Project tentatively scheduled for bid 3/23 |
| Replace 6 HVAC Units - Tech A Bldg. | \$ - | Sent to Purchasing 1-25-22 | N | | | | | Project deleted |
| Carpet Replacement - Digital Library | \$ 420,000 | Sent to Purchasing 1-10-22 | N | 8-26-22 to 9-28-22 | | 1-12-23 to 2-4-23 | No | Project 95% complete |
| Upgrade Faraday System - Cosmetology | \$ - | Sent to Purchasing 2-9-22 | Y | | | | | Project canceled, funds transferred |
| Replace EST Fire Alarm System - Digital Library | \$ 520,000 | Sent to Purchasing 1-25-22 | Y | tbd | | tbd | No | Bid walk conducted 2/10/23. Bids due 2/24/23. |
| Re-Roof MLK | \$ 690,050 | Sent to Purchasing 1-10-22 | Y | tbd | | tbd | No | DSA approval received. Scheduled to go to bid 4/23. 30 Day Extension Requested |
| Modernize Elevator - Tech B | \$ 350,000 | Sent to Purchasing 1-19-22 | Y | 12-6-22 to 1-17-23 | | tbd | No | NTP Issued. Scheduled to start 6/23. 30 Day Extension Requested |
| Replace Boilers - Cosmetology | \$ - | - | | | | | No | Project canceled, funds transferred |
| Elevator Equipment Replacement at Elevator Tower #1 - Art (Phase II) | \$ 350,000 | To be revised | y | | | 6-12-22 to 1-18-23 | No | NOC issued 1/18/23 |
| Infrastructure Upgrade - Cutter Pool | \$ - | Project Canceled | - | | | | - | Project canceled, funds transferred |
| 12 KV Loop Improvement | \$ 150,000 | Sent to Purchasing 9-13-22 | N | 11-3-22 to 11-22-22 | | tbd | | NTP has been issued. Extension Requested thru Nov. 2024 |
| Replace Chillers at MTSC and Nursing Chiller Plant (Ph.1) | \$ 1,705,000 | Sent to Purchasing 10-5-22 | Y | tbd | | tbd | Yes | Currently in design phase. Drawings expected 3/23. Extension Requested thru Nov. 2024 |
| Total | \$ 5,987,422 | | | | | | | |

Total 2021-22 SM Allocation \$ 5,987,422

| District ADA Allocation | Project Total | Capital Summary Form | DSA | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|-----------------------------------|---------------|----------------------|-----|-----------|-----------------|--------------------|------------|--------------|
| ADA Repairs - Campus Wide (Gomez) | \$ 660,000 | | | | | | | |

Total \$ 660,000

Funds must be encumbered by: 6/30/2023
Funds must be expended by: 6/30/2023

Riverside City College

2018-19 Scheduled Maintenance Open Projects - Status

| Project Name | Project Total | Capital Summary Form | DSA Required | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|--|---------------|-----------------------------|--------------|-----------|-----------------|--------------------|------------|------------------------------------|
| RCC - Replacement of Automatic Doors - MLK | \$ 41,219 | <i>Received August 2021</i> | N | 1/18/2022 | Mid-March 2022 | 6-13-22 to 7-13-22 | No | Project Completed / Funds expended |
| Total | | \$ 41,219 | | | | | | |

2018-19 SM Funds must be encumbered by: 6/30/2022

Extension granted to expend funds by end of year

2018-19 SM Funds must be expended by: 6/30/2022

Moreno Valley College

2017-18 SM Scheduled Maintenance Open Projects - Status

| Project Name | Project Total | Capital Summary Form | DSA | Bid Dates | Contract Status | Construction Dates | EEM or ECM | Status/Notes |
|---|---------------|----------------------|-----|--------------------|-----------------|--------------------|------------|---|
| Humanities 109 - Seat Repair & Carpet Replacement | \$ 16,000 | | | 2-21-22 to 3-01-22 | | 7-15-22 to 8-1-22 | No | Project completed and \$173.00 left to spend. Met with MVC and they will use project savings to open a new project that is currently open for FY21-22 and apply remaining funds here. |
| Replace Playground Equipment & Padded Flooring - ECEC | \$ 173 | | | | | | No | 50% CD |

All other projects for MVC 2018-19 have been completed and expended

2018-19 SM Funds must be expended by: 6/30/2021

Extension granted to expend funds ASAP

PROCEDURE: PROJECT CERTIFICATION PROCESS

Division of the State Architect (DSA) documents referenced within this publication are available on the [DSA Forms](#) or [DSA Publications](#) webpages.

PURPOSE: California Code of Regulations (CCR), Title 24, Part 1, Chapter 4, Article 1 (Sections 4-211 through 4-220) and Group 1, Articles 5 and 6 (Sections 4-331 through 4-344) provide regulations governing the construction process for projects under the jurisdiction of DSA.

This Procedure provides a required, prescribed method for compliance with applicable sections of the above regulations related to certification of construction projects.

BACKGROUND: Constructed projects regulated by DSA are required to be certified as to the safety of design and construction pursuant to Education Code Sections 17280-17316 and 81130-81147.

Ensuring projects are certified is critical because:

- Certification provides a method to report the safety of school construction.
- School board members may be personally liable for projects until certified.
- DSA will be unable to approve new proposed projects associated with uncertified construction (see *DSA IR A-20: New Projects Associated with Existing Uncertified Projects* for in-depth discussion).

DEFINITIONS: The following definitions apply to terms used in this document:

Architect/Engineer – An abbreviated use of the term Design Professional in General Responsible Charge.

Contractor – A company or individual that contracts for or is otherwise responsible for the construction of the project or portions of the project.

DSA Approved Construction Documents – Portions of plans, specifications, addenda, deferred submittals, revisions, and construction change documents (CCDs) duly approved by DSA that contain information related to, and affecting Structural Safety, Fire and Life Safety, and Accessibility. While all portions of the construction documents may contain a DSA identification stamp, the stamp does not imply approval. The DSA approval is indicated by a letter to the district. The letter clarifies that the approval is limited to Structural Safety, Fire and Life Safety, and Accessibility.

The DSA approval letter states: *“Buildings constructed in accordance with approved drawings and specifications will meet minimum required standard given in Title 24, California Code of Regulations, for structural, and fire and life safety...and... certifies that the drawings and specifications are in compliance with State regulations for the reasonable accommodation of the disabled.”*

Design Professional in General Responsible Charge – The architect or engineer in general responsible charge of the project, as listed on Line 22 or 24 of form DSA 1.

Other Responsible Design Professionals – Architects or engineers with delegated responsibility for portions of the project as listed on Line 25 or 26 of form DSA 1, such as architects, structural engineers, mechanical engineers, electrical engineers and the geotechnical engineer of record.

Project Inspector – An inspector who is certified by DSA and specifically approved by DSA to provide competent, adequate and continuous construction inspections for the project.

PROJECT CERTIFICATION PROCESS

APPLICABLE DSA FORMS: The following forms are referenced in this document and can be found on the DSA website at www.dgs.ca.gov/dsa/forms.

- *DSA 1 Application for Approval of Plans and Specifications*
- *DSA 5-PI Project/Special Inspector Qualification Record*
- *DSA 6-AE Architect/Engineer Verified Report*
- *DSA 6-C Contractor Verified Report*
- *DSA 6-PI Project Inspector Verified Report*
- *DSA 102-IC Construction Start Notice/Inspection Card Request*
- *DSA 103 Statement of Structural Tests and Special Inspections*
- *DSA 130 Certificate of Compliance – Approved Bleacher/Grandstand Fabricator*
- *DSA 152 Project Inspection Card*
- *DSA 154 Notice of Deviations/Resolution of Deviations*
- *DSA 155 Project Inspector Semi-Monthly Report*
- *DSA 291 Laboratory of Record Verified Report*
- *DSA 292 Special Inspection Verified Report*
- *DSA 293 Geotechnical Verified Report*
- *DSA 301-N Notification of Requirement for Certification (first notice)*
- *DSA 301-P Notification of Requirement for Certification (posted)*
- *DSA 302 Response to DSA 301-P Notification of Requirements for Certification*

1. DSA CONSTRUCTION OVERSIGHT PROCESS OUTLINE:

General

DSA provides oversight during construction by providing supervision of the Project Inspector, reviewing administrative and technical documents, communicating with involved parties and by making periodic visits to the construction site. The general outline of the process is as follows:

1.1 Approval of the Project Inspector:

- The project inspector must be approved by DSA for each individual project. This requires a form DSA 5-PI to be submitted to DSA.
- The DSA Field Engineer (DSE) approves the project inspector (or disapproves and a new form DSA 5-PI needs to be submitted).
- See DSA procedure *PR 13-01: Construction Oversight Process* for further discussion.

1.2 Notice of Start of Construction/Request for Inspection Cards:

- The Design Professional in Responsible Charge or the district (owner) submits form DSA 102-IC to DSA.
- See PR 13-01 for further discussion.

1.3 DSA Creates Box (Electronic communication/collaboration system):

PROJECT CERTIFICATION PROCESS

- DSAbbox.com is a web-based file sharing system used by those involved in the construction process to submit and share required documentation with DSA.
- See DSA PR 13-01 and DSAbbox External Library for further discussion.

1.4 DSA issues Inspection Cards (forms DSA 152):

The form DSA 152 is an interim verified report by the project inspector. The project inspector signs off the applicable blocks and sections on the form as the work progresses, verifying:

- Construction is in compliance with the DSA-approved construction documents.
- Required testing and inspections are complete.
- Required documentation has been received by the project inspector.

1.5 Construction Commences:

- As construction proceeds, various documents are submitted to the DSAbbox by those involved with the construction process.
- The DSA field engineer (District Structural Engineer) is generally responsible for regulatory oversight of the construction and visits the construction site when appropriate.

1.6 Project Certification Phase is Initiated:

- See Section 2 for in-depth discussion about the process of Project Certification.
- When a project becomes occupied, in use, or otherwise complete, DSA initiates the project certification phase. The project either becomes “certified” or “not certified.”
- The Design Professional in General Responsible Charge and the district (owner) are notified of the certification status of the project.
- If the project is certified, DSA creates a certification letter which is uploaded to the DSAbbox and sent to the school district (owner) and the Design Professional in General Responsible Charge.
- If the project is not certified, then:
 - DSA completes form DSA 301-N which identifies the reasons certification is being withheld. The form is uploaded to the DSAbbox, and sent to the district (owner). If the reasons for withholding certification are not resolved within 60 calendar days, form 301-N is updated by using form 301-P and the form 301-P is then posted on the DSA website using the DSA Certification Box.
 - After DSA posts a form DSA 301-P, the district and its design team can upload the identified required documentation to the DSA Certification Box and/or upload forms DSA 302 with responses to the issues identified in the form DSA 301-P.
 - After the district and its design team has resolved all the issues identified in the form DSA 301-P, a request for DSA to re-examine the file must be made by submitting a completed form DSA 302.
 - A fee may be required to initiate the re-examination process as specified in section 2.9.

PROJECT CERTIFICATION PROCESS

2. PROJECT CERTIFICATION PHASE:

General:

Constructed school building projects are required to be certified for compliance with Title 24, California Code of Regulations as to the safety of design and construction. The project certification phase is the culmination of the DSA construction oversight program wherein DSA completes the verification that the constructed project complies with the DSA-approved construction documents.

2.1 Initiation of the Project Certification Phase:

- For the purpose of initiating the project certification phase, the following definitions shall apply:
 - **Occupied or in Use** – Buildings, structures, projects or portions of projects in the state of being entered or used by any persons or for any purposes other than for the purpose of being constructed or furnished.
 - **Ready for Occupancy or Use** – Projects that have all the Structural, Fire and Life Safety, and Accessibility components and systems completed such that the project can be occupied or used.

2.1.1 The project certification phase is initiated by the DSA District Structural Engineer (DSE) when one of the following conditions occurs:

- a) **The project is occupied or in use.** In clarification, the project certification phase will be initiated as follows:
 - For projects consisting of one building or structure: Once that building or structure becomes occupied or in use (even if related structural, fire and life safety, or accessibility portions of the building or associated site work are not complete).
 - For projects consisting of multiple buildings or structures: Once all the buildings or structures become occupied or in use (even if related structural, fire and life safety, or accessibility portions of the building or associated site work are not complete).
 - For projects with only site work (no structures): Once the fire and life safety or accessibility portions of the site work are in use.
- b) **The project is ready for occupancy or use.** In clarification, the project certification phase will be initiated as follows:
 - For projects consisting of one building or structure: Once that building or structure becomes ready to occupy or use and the structural, fire and life safety, and accessibility portions of the associated site work are ready for use.
 - For projects consisting of multiple buildings or structures: Once all the buildings or structures become ready to occupy or use and the structural, fire and life safety, and accessibility portions of the associated site work are ready for use.
 - For projects with only site work (no structures): Once the fire and life safety, and accessibility portions of the site work are ready for use.
- c) **Construction activity has been suspended or abandoned for a period of one year.** If construction activity is suspended or abandoned for a period of one year, the DSA approval of the unconstructed portion of the project may be voided (unless the

PROJECT CERTIFICATION PROCESS

unconstructed portion is required to be in place for the constructed work to be code compliant) and the certification requirements for the constructed portion are reviewed and identified.

2.2 Examination of the DSA Project File for Certification:

DSA staff examines the project file to verify that requirements for project certification have been met. Using the documents found in the DSAbox, the project file, ADM, and data entered into eTracker, the DSA staff verifies the following:

2.2.1 Final Verified Reports: Final Verified Reports as listed in section 2.3 are required to have been received, correctly completed, and signed by the correct persons.

2.2.2 Construction Documents: Construction documents and changes to the construction documents which modify or affect the structural, fire and life safety, or accessibility components of the project must have been approved by DSA. These include:

- Addenda
- Revisions
- Deferred Submittals
- Category A Construction Change Documents (CCD Category A)

2.2.3 Construction of Required Scope: All systems and components as defined in the DSA-approved construction documents which affect structural, fire and life safety, and accessibility must have been constructed.

2.2.4 Construction Compliance: All systems and components of the structural, fire and life safety, and accessibility scope of the work must have been constructed in compliance with the DSA-approved construction documents.

2.2.5 Required Fees: All required fees must have been paid. DSA staff performs a final reconciliation to confirm that all fees required by regulation have been paid to DSA. The final fee reconciliation cannot be completed until:

- All Construction Documents have been approved.
- The District completes and submits a form *DSA 168: Statement of Final Actual Project Cost*.

2.2.6 Notice of Completion: A Notice of Completion is required to be received by DSA. For the purposes of certification, the DSA 168 also serves as the notice of completion.

2.3 Documents Required for Certification:

The two sub-sections below provide a comprehensive list of documents required to be submitted to DSA for the purposes of certification. DSA staff reviews these documents to verify they are complete, correct and signed by the appropriate person. Additionally, DSA staff reviews these documents as part of the verifications identified in section 2.2. *Note: for purposes of certification, the final verified reports cover and govern over any missing, incorrect, incomplete or non-conforming interim verified reports as well as interim verified reports reporting non-conforming/non-compliant conditions.*

PROJECT CERTIFICATION PROCESS

2.3.1 The following documents are required to be submitted to DSA for all projects:

- Form DSA 6-AE **(Final)**
- Form DSA 6-PI **(Final)**
- Form DSA 6-C **(Final)**
- Form DSA 168

2.3.2 The following documents are required to be submitted to DSA only for those projects for which they are applicable as defined:

- For projects with material testing required: form DSA 291 **(Final)**.
- For projects with special inspections required *and* the special inspectors are provided by the Laboratory of Record: Form DSA 291 **(Final)**. Section 2 “Combined Verified Report” checkbox is checked and the report is signed by the Engineering Manager of the approved Testing and Inspection Laboratory.
- For projects with special inspections required *and* the special inspectors are employed directly by the school district (not provided by the Laboratory of Record): Form DSA 292 **(Final)**. Each special inspector must sign and submit individual Verified Reports.
- For projects that require geotechnical-related testing or inspections: Form DSA 293 **(Final)**.
- For projects with manufactured bleachers when the overall height is 20 feet or less: Form DSA 130.

2.4 DSA Issues a Notification of the Status of Project Certification:

After DSA staff completes the examination of the file (see Section 2.2) and verifies the required documents are received and correct (see Section 2.3), then a notification of the status of certification is generated and issued. The Notification will be issued 60 days after the date that causes initiation of the project certification phase.

- For projects that can be certified: DSA will generate and issue a “*Certification of Compliance*” letter. The certification letter is then uploaded to the DSAbbox and ADM and copies are sent to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- For projects that cannot be certified: DSA will generate and issue a form DSA 301-N. The form is then uploaded to DSAbbox and a copy is sent to the school district (owner) “Attention Director of Facilities.” The District and its design/construction team will then have 60 days to resolve all outstanding issues. After the 60-day period, the file is again examined and actions are taken as described in section 2.5.

PROJECT CERTIFICATION PROCESS

2.5 60 Day Examination of the Certification Status for Non-Certified Projects.

2.5.1 After 60 days from the issue date of the form DSA 301-N, DSA staff will again examine the project file as described in section 2.2 to determine if all requirements for certification have been resolved.

2.5.2 If the project can be certified, DSA will:

- Issue the “Certification of Compliance” letter, as described in Section 2.4.-+

2.5.3 If the project still cannot be certified, then DSA will:

- Generate a form DSA 301-P. This form is simply an update to form DSA 301-N such that the posted issues reflect the actual state of certification after the 60-day notification period.
- Upload the form DSA 301-P to DSAbbox. Project collaborators will receive automatic notification and be able to view all project documents; however, permissions to upload documents to the project folders will be terminated at this time since subsequent certification actions will take place in DSA Certification Box.
- Send copies of the form DSA 301-P to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- Post the form DSA 301-P to the DSA website via DSA Certification Box as described in Section 2.6. This notification is viewable by the public.

2.6 Posting the Form DSA 301-P: Notification of Requirement for Certification to DSA Certification Box

After 60 calendar days have elapsed from the date form DSA 301-N was issued, DSA staff posts form DSA 301-P to DSA Certification Box. This posted notice is viewable by the public.

When a project becomes certified, the form DSA 301-P is removed from the DSA website posting.

2.7 Re-examination for Non-Certified Projects with Form DSA 301-P Posted to DSA Certification Box

Once a DSA 301-P has been posted in DSA Certification Box, project stakeholders will no longer be able to upload documents to their folders in the original project DSAbbox. Instead, documents required for certification need to be uploaded by the district/design/construction team to the DSA Certification Box.

2.7.1 Responding to issues identified in form DSA 301-P occurs as follows:

- The School District (Owner) or the Design Professional in General Responsible Charge must request permission to upload documents to the DSA Certification Box project folder by completing and submitting an [Access Request](#) through the DSA website. An electronic invitation containing instructions to set up an account will be sent via email.
- Project documentation may be uploaded to DSA Certification Box by the

PROJECT CERTIFICATION PROCESS

district/design/construction team as records become available; however, each upload should include a completed form DSA 302.

- Responses to any of the issues listed on the form DSA 301-P may be made anytime by the district/design/construction team by using form DSA 302 and uploading it to the DSA Certification Box.

2.7.2 Requesting DSA to re-examine the project for certification requires the following actions:

- Form DSA 302 must be completed, including checking “This is a Request for Re-examination.”
 - The form must then be uploaded to the DSA Certification Box.
 - A copy of the form must be sent electronically (email) to the appropriate DSA regional office as follows:
 - Region 01 DSACertificationOakland@dgs.ca.gov
 - Region 02 DSACertificationSacramento@dgs.ca.gov
 - Region 03 DSACertificationLosAngeles@dgs.ca.gov
 - Region 04 DSACertificationSanDiego@dgs.ca.gov
 - If a re-examination fee is required (see section 2.8), then the fee along with a copy of the form must be mailed or delivered to the appropriate DSA Regional Office. (For clarification, in this instance a completed form DSA 302 is now in the DSA Certification Box, has been emailed and a hard copy is now being sent to the regional office along with the re-examination fee.)
- Comprehensive complete DSA 302 request packages addressing every item listed on the DSA 301-P form are highly recommended; however, DSA will process partial requests (unless they are transmitted without a DSA 302 form). The re-examination fee, if required, will apply to submittals regardless of their completeness.
- If the re-examination of the file results in certification, then DSA will issue a Certification Letter to the School District and the DSA 301-P notice will be removed from the DSA website.
- If the re-examination of the file does not result in certification of the project, then DSA will issue an updated DSA 301-P and post it in the DSA Certification Box.
- Subsequent transmittal of documents and responses to unresolved items listed on the DSA 301-P Revised Notification repeats the same process outlined above and will require payment of a re-examination fee.

2.8 Re-Examination Fees

2.8.1 No fee is required for the first request for the project to be re-examined for certification if it is received within 12 months from the date of the DSA 301-N Notification (or 90-day letter for a transition project).

2.8.2 Any subsequent re-examination requests, or any first re-examination requests received 12 months after the date of the DSA 301-N Notification (or 90-day letter for a transition project), must include a re-examination fee based on the following construction cost schedule:

- Projects with construction cost less than \$5 million:
 - **\$500 re-examination fee**

PROJECT CERTIFICATION PROCESS

- Projects with construction cost between \$5 million and \$50 million:
 - **\$750 re-examination fee**
- Projects with construction cost greater than \$50 million:
 - **\$1000 re-examination fee**

2.9 Rescinding DSA 301 Notification

DSA 301-N or DSA 301-P Notifications may be rescinded at the discretion of DSA when the district makes a request and documents both of the following conditions:

- Construction is not complete and the contractor is still mobilized at the site.
- No portions of the project are occupied or otherwise in use.

2.10 New projects associated with uncertified projects:

See DSA IR A-20 for discussion of new projects that are associated with uncertified projects.

3. TRANSITION:

Projects that have already entered the certification phase or that were constructed prior to the implementation of DSAbbox/Inspection card system use the following processes:

3.1 Projects with no DSAbbox accounts and no 90-day letter issued

- Form DSA 301-N will be created and sent to the following:
 - The school district (owner) “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- Required documents may be mailed or delivered to Regional Office.
- After 60 days, DSA staff will review and either create a Certification Letter or a DSA 301-P.
- The certification letter or DSA 301-P will be sent to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- DSA 301-P forms will be posted on the DSA website in the DSA Certification Box.
- Certification letters will be uploaded to ADM.

3.2 Projects that have 90-day letters issued

- After the 90-day period has passed, DSA staff will review and either create a Certification Letter or DSA 301-P.
- The certification letter or DSA 301-P will be sent to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- DSA 301-P forms will be posted on the DSA website in the DSA Certification Box.
- Certification letters will be uploaded to ADM.

PROJECT CERTIFICATION PROCESS

3.3 Requests for Re-Examination of “Closed” Uncertified Projects (not applicable to projects that have been issued a form 301-P)

- DSA staff will re-examine the project for certification. If the re-examination of the file does not result in certification of the project, then DSA will complete a form DSA 301-P listing the outstanding requirements.
- The certification letter or DSA 301-P will be sent to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- DSA 301-P forms will be posted on the DSA website in the DSA Certification Box.
- Certification letters will be uploaded to ADM.

3.4 Re-examination initiated by DSA (Legacy Projects) (not applicable to projects that have been issued a form 301-P)

- DSA staff will continue to use Alternate Process (AP) letter templates to create letters communicating outstanding requirements for certification. These will continue to be mailed to School Districts.
- If no response has been received to the AP letter after 60 days, the AP letter will be posted on the DSA website in the DSA Certification Box.
- If a response is received, DSA staff will review and either create a Certification Letter or update the AP letter listing the outstanding requirements.
- The certification letter or legacy AP letter will be sent to the following:
 - The school district (owner) “Attention District Superintendent” and “Attention Director of Facilities.”
 - The Design Professional in General Responsible Charge.
- Legacy AP letters will be posted on the DSA website in the DSA Certification Box.
- Certification letters will be uploaded to ADM.

3.5 Pre-Tracker Projects

- All pre-tracker projects will be treated as “Legacy Projects” and follow that process.

A DSA Procedure documents a process or series of steps that DSA staff and/or external stakeholders must complete in order to fulfill one or more administrative requirements of DSA's review and approval of plans and specifications and construction oversight programs.

NEW PROJECTS ASSOCIATED WITH EXISTING UNCERTIFIED PROJECTS

| | | | | |
|---------------------|-----|-----------------|------------------|------------------|
| Disciplines: | All | History: | Revised 02/13/19 | Revised 03/22/13 |
| | | | Revised 10/15/13 | Revised 08/06/09 |
| | | | Revised 02/13/19 | Issued 04/15/08 |

PURPOSE: This Interpretation of Regulations (IR) clarifies the Division of the State Architect (DSA) review and approval of projects associated with uncertified school buildings.

BACKGROUND: A certification of compliance is issued by DSA for a public school building project when the work of construction has been completed in accordance with the requirements of the Field Act, Education Code Sections 17280-17316 and Sections 81130-81147. Any building project that has not received a certification of compliance in accordance with Section 4-339, Part 1, Title 24, California Code of Regulations is considered “uncertified.”

POLICY: New work involving uncertified projects cannot be approved by DSA until the issue of certification is resolved. DSA will not approve (stamp out) plans and specifications for alteration and/or addition projects on, or utilizing portions of, uncertified projects.

1 PROJECTS EXEMPTED FROM THIS POLICY: Projects exempted from this policy are limited to FLS and security alteration projects of the following types:

- Campus- or system-wide fire alarm upgrade or replacement.
- Upgrade or replacement of the uncertified building’s fire alarm system.
- Security cameras and related wiring and equipment installation or upgrade.
- Security hardware (door lockset) upgrade.

1.1 Implementation: DSA will review and approve these alteration projects on uncertified buildings as described in Section 1.1 above provided the school district submits a letter to DSA signed by the school district superintendent, stating that the school district is actively seeking certification of all uncertified projects within the district, including a timeline.

DSA written approval of the alteration plans and specifications issued to the school district will specify:

- The approval is only for the fire alarm upgrade or replacement project, or security camera installation or replacement project, or security hardware (door lockset) upgrade, and
- The building itself remains uncertified.

1.2 Disclosure: The scope of the project and the uncertified buildings on the alteration project must be clearly identified in the following manner:

- The scope of the alteration project shall be clearly shown on the cover sheet or index sheet of the plans.
- The following disclosure statement shall also be shown on the cover sheet or index sheet:

“DSA approval of these plans shall not be construed as the Certification of Compliance for the following building(s) as required by the Field Act, Education Code Section 17280-17316 and Sections 81130-81147.”

- Immediately after the disclosure statement, list all the uncertified buildings on the alteration project.

2 OTHER PROJECTS AFFECTING UNCERTIFIED BUILDINGS: DSA may begin review of other projects not identified in Section 1 above, associated with uncertified projects. However, DSA approval (stamp out) of the plans and specifications shall be withheld until the issue of certification is resolved.

APPENDIX – CLARIFYING SITUATIONS

Many situations occur that may or may not involve uncertified buildings/projects to the extent that a proposed new project may be affected. This appendix provides examples of these situations in an attempt to provide clarity, uniformity and consistency in the application of this IR.

Example #1:

- Q.** The district submits a project for a fire alarm upgrade and/or fire alarm addition. The project requires connecting the new fire alarm system/components into a fire alarm panel that resides in an uncertified building.
- A.** See 1.1 “Implementation” above.
- B.** The new project submittal must include direction that the following two documents from NFPA 72 are to be completed and submitted prior to close out of the project.
1. Fire alarm system record of completion.
 2. Fire alarm system record of inspection and testing form.

Example #2:

- Q.** A school building is not certified and the district submits an application to DSA for an alteration or addition to that building.
- A.** DSA will accept the new application and provide plan review but will not issue project approval (stamp out) until and unless the issue of certification is resolved.

Example #3:

- Q.** The district submits an application to DSA for a new building but the new building depends on portions of an uncertified project to meet code compliance (e.g. compliance with California Building Code (CBC) 11B-202.4 Path of Travel Improvements for the new building identify elements such as restrooms and accessible parking that are part of an uncertified project, or reliance on a compliant fire alarm system, fire hydrants or fire sprinkler system, that is part of an uncertified project).
- A.** DSA will accept the new application and provide plan review but will not issue final approval (stamp out) until the associated project certification is resolved. (See also [Project Certification Guide](#) on DSA’s website for potential alternatives.)

Example #4:

- Q.** The district submits an application to DSA for a new project on a campus but the entire campus (or portions of the campus) is not certified.
- A.** As long as the new project does not depend on uncertified construction to meet code compliance (e.g. compliance with CBC 11B-202.4 Path of Travel Improvements for the new building identify elements such as restrooms and accessible parking that are part of an uncertified project, or reliance on a compliant fire alarm system, fire hydrants or fire sprinkler system, that is part of an uncertified project), DSA will accept the new project as a viable, project that is eligible for approval.

NEW PROJECTS ASSOCIATED WITH EXISTING UNCERTIFIED PROJECTS

Example #5:

- Q.** The district submits an application to DSA for a new classroom building but another ancillary building (gymnasium, administration building, shade structure, library etc.) is not certified.
- A.** As long as the new project does not depend on uncertified construction to meet code compliance (e.g. compliance with CBC 11B-202.4 Path of Travel Improvements for the new building identify elements such as restrooms and accessible parking that are part of an uncertified project, or reliance on a compliant fire alarm system, fire hydrants or fire sprinkler system, that is part of an uncertified project), DSA will accept the new project as a viable, project that is eligible for approval.

References:

- California Code of Regulations (CCR) Title 24
- Part 1: California Administrative Code, Section 4-339
- California Education Code, Sections 17280-17316 and 81130-81147

This IR is intended for use by DSA staff and by design professionals to promote statewide consistency for review and approval of plans and specifications as well as construction oversight of projects within the jurisdiction of DSA, which includes State of California public schools (K–12), community colleges and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is subject to revision at any time. Please check DSA's website for currently effective IRs. Only IRs listed on the webpage at www.dgs.ca.gov/dsa/publications at the time of project application submittal to DSA are considered applicable.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

Disciplines: Structural, Fire and Life Safety,
Accessibility

History: Revised 02/03/23
Original Issue 08/15/08

Division of the State Architect (DSA) documents referenced within this publication are available on the [DSA Forms](#) or [DSA Publications](#) webpages.

PURPOSE

This Interpretation of Regulations (IR) clarifies when plans and specifications for alteration, reconstruction or small new construction projects on existing public (K–12) school and community college sites are not required to be submitted to DSA for review and approval, and to clarify project inspection, testing and DSA construction oversight requirements for such projects. This IR is not applicable to state-owned or state-leased essential services facilities.

BACKGROUND

Certain alteration, reconstruction or small new construction projects on existing public (K–12) school and community college sites, regardless of previous construction date, may be exempt from DSA plan review and approval and construction observation as described in this IR. **When authorizing construction of exempt projects, the school district assumes responsibility to assure compliance with all code provisions.** In authorizing and completing the design and construction of exempt projects, the school board assumes the responsibility for employing appropriately licensed architects or registered engineers to prepare the construction documents. The school district also assumes the responsibility for employing inspectors and laboratories to provide for the required testing and inspection of materials and work of construction.

For this IR, “design professional in responsible charge” or “design professional” shall mean the architect, structural engineer, or professional engineer (e.g., mechanical engineer for mechanical-only projects; electrical engineer for electrical-only projects) who is responsible for the completion of the project design work. Architects and engineers providing project design and/or construction oversight must be licensed to practice in California as required by the rules governing the licensing of architects and engineers and in accordance with *IR A-19: Design Professional’s Signature and Seal (Stamp) on Construction Documents*. See California Business and Professions Code Sections 6735 and 5535 through 5538.

DSA concurrence that a project is exempt is not required; however, written concurrence may be requested in accordance with DSA Procedure (*PR*) 14-02: *Exempt Concurrence*. Refer to Section 2.1.2 below for exempt items which are submitted as part of a larger project.

1. CALIFORNIA BUILDING STANDARDS CODE COMPLIANCE

All public school construction projects, including exempt projects, must comply with the currently effective Title 24, California Code of Regulations (CCR) as adopted and amended by the State Fire Marshal and DSA, or where denoted in this IR as adopted by the California Building Standards Commission (CBSC).

Exception: For reconstruction projects due to fire damage, Education Code, Section 17280 allows using construction documents approved for the original construction. (See *IR A-32: Partial Demolition* for additional information.) Reconstruction cost thresholds noted in Section 1.3.2 below apply. However, such work is considered an alteration project for Access Compliance (AC) requirements and will require access compliance review and approval.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

Note: For the purposes of this IR, unless noted otherwise, project construction cost shall be the entire contracted scope of work, including exempt items (see *IR A-23: Construction Cost Reporting and DSA Fees* for DSA fees based on project construction costs).

1.1 “Access Only” Projects

Projects receiving only access compliance review and approval from DSA do not receive DSA construction oversight, nor certification. School districts should be aware this may lead to DSA approval difficulties for future projects relying on that prior completed construction work as an existing compliant path of travel (see *PR 15-01: Required Information for Path of Travel Upgrades on Construction Documents*) or unreasonable hardship determinations (see *IR 11B-10: Scoping and Path of Travel Upgrade Requirements for Facility Alteration, Addition and Structural Repair Projects*).

1.2 Project Exempt Based on Project Scope Regardless of Construction Cost and Subject to Title 24, CCR Adopted by CBSC

The work in Sections 1.2.1 through 1.2.3 below do not require DSA structural (SS) and fire and life safety (FLS) review and approval and construction oversight and are exempt from the Field Act. This work shall comply with all currently effective design, construction, inspection and material testing provisions of the CCR, Title 24, as adopted by CBSC. Plans and specifications shall be prepared by appropriately licensed architects or registered engineers. It is acceptable, though not required, to use DSA-certified inspectors and Laboratory Evaluation and Acceptance (LEA)-accepted laboratories to meet applicable verification requirements of materials and construction work; however, adequate testing and inspections must be provided per the CCR, Title 24, as adopted by CBSC.

1.2.1 Structures or items not considered a school building per California Administrative Code (CAC), Section 4-314 and identified in the Appendix below. DSA access review may be required per the Appendix.

1.2.2 Non-school structures per CAC Section 4-310 and maintenance of those structures. In accordance with CAC Section 4-310, a copy of the resolution passed by the school board shall be submitted to DSA, and the signage restricting pupil and teacher entry and stating the structure or building does not meet the structural standards imposed by law for earthquake safety shall be posted on these non-school structures. Additionally, measures shall be taken to prevent such use and prevent injuries to pupils or teachers as a result of collapse of such structures. Protection is most commonly provided utilizing fencing located a distance away from the structure’s perimeter at least equal to the structure height. DSA access compliance review may be required per the Appendix.

1.2.3 Charter schools not funded under the Charter School Facilities Program (CSFP), administered by the Office of Public School Construction (OPSC), in accordance with DSA Policy (*PL*) 17-01: *Charter Schools Enforcement Jurisdiction*.

1.3 Project Exempt Based on Project Scope, and for Reconstruction and Alteration to School Buildings Project Cost, and Subject to Title 24, CCR Adopted by DSA

Unless otherwise noted, the work in Sections 1.3.1 through 1.3.3 below do not require DSA review and approval and construction oversight. However, this work shall comply with all currently effective design, construction, inspection and material testing provisions of Title 24, CCR, adopted by DSA. Construction documents shall be prepared appropriately by a California licensed or registered design professional and shall comply with Section 2 below. Inspection shall be performed by a DSA-certified project inspector. Material testing shall be performed by a laboratory accepted under the DSA LEA Program.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

1.3.1 Maintenance work per CAC Section 4-315 as defined in CAC Section 4-314.

1.3.2 Reconstruction or alteration projects to school buildings less than specified construction cost thresholds.

Note: Site improvement projects and solar system installation or alteration projects, are not exempt under the construction cost threshold exemptions.

1.3.2.1 SS, FLS and Access (AC) reconstruction or alteration projects not in excess of \$125,113 in cost for 2023 (adjusted annually per CAC Section 4-308 by using the first January issue of *Engineering News-Record's U.S. 20 City Construction Cost Index*).

1.3.2.2 SS and FLS reconstruction or alteration projects in excess of \$125,113 but less than \$281,504 in cost for 2023 (adjusted annually per CAC Section 4-309(a) same as Section 1.3.2.1 above) when **all** of the following conditions are met:

1.3.2.2.1 A California-registered structural engineer shall examine the project and prepare a written statement certifying that the project does not contain any work of a structural nature. Work of a structural nature includes modifications to the building structure and any new or changes to nonstructural components attached to the building structure that are required by the California Building Code (CBC) to resist structural loads, such as equipment, ceilings, partitions, cabinets, veneer, solar systems or elements, etc. The statement must attest that the work does not cause any alteration or reconstruction of structural elements nor trigger structural rehabilitation per CAC Section 4-309(c). This statement shall bear the signature and stamp or seal of the structural engineer and shall be filed with the appropriate DSA regional office.

1.3.2.2.2 The design professional in responsible charge of the project shall prepare a statement certifying that the plans and specifications (1) contain no work that is regulated by the accessibility standards of Title 24, (2) contain no work that triggers accessibility upgrades to existing buildings or facilities and (3) meet all applicable fire and life safety standards. This statement shall bear the signature and stamp or seal of the design professional and shall be filed with the appropriate DSA regional office.

1.3.2.2.3 Within 10 days of the project completion, a DSA-certified project inspector shall sign and submit a verified report, form *DSA 999: Inspection Verified Report for Projects Exempt from DSA Approval*, to DSA indicating that the completed project is in conformance with the plans and specifications. For other exempt alteration or reconstruction projects, form DSA 999 is **not** required.

1.3.2.3 Project Cost Determination

For projects under Section 1.3.2 above, the construction cost shall be determined at the completion of project design (to be included on the form *DSA 1: Application for Approval of Plans and Specifications*) and at the completion of construction. If the final actual project cost exceeds the specified cost thresholds, the project is no longer exempt and will require submittal to DSA for approval and construction oversight.

For the purpose of determining project cost, the scope of the project shall be limited to construction on one site only.

In accordance with Education Code, Section 17280, the construction cost used in determining exemption from DSA review shall not include the cost of air-conditioning equipment (see **Note 1** below) and insulation materials (see **Note 2** below), and installation cost of such equipment and materials when such installation does not cause structural alterations (see **Note 3** below) to a school building (i.e., affects primary or secondary framing members). In cases where such installation causes structural alterations to a school building, the provisions of CAC Section 4-309 will apply and the project may require DSA review and approval.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

Note 1

For purposes of this provision, air-conditioning equipment includes heating, ventilation and air-conditioning (HVAC), air-conditioning units, heating units, or ventilation units, and does not include ductwork or utility services (i.e., electrical and/or gas service) to the equipment.

Note 2

For purposes of this provision, insulation materials must be of the same type as previously installed in accordance with building standards.

Note 3

For purposes of this provision, the exclusion of HVAC-related cost is valid only when a determination of no structural alteration is made by a California-registered structural engineer in accordance with requirements of Section 1.3.2.2.1 above.

1.3.2.4 Subdivision of Projects Prohibited

Construction projects shall not be subdivided for the purpose of obtaining exemption from DSA review and approval.

1.3.3 Certain partial demolition work identified in IR A-32 as exempt from DSA review.

1.3.4 Projects Not Limited by Construction Costs

For projects in which the scope of work consists entirely of exempt structures or items not considered a school building or maintenance listed in the Appendix, the estimated construction cost limitations per CAC Sections 4-308 and 4-309(a) will not apply.

2. CONSTRUCTION PROJECTS AND ITEMS ELIGIBLE FOR EXEMPTION

Where indicated in Section 1 above, see Appendix for a list of construction projects and items eligible for exemption from DSA SS, FLS and/or AC plan review and approval and construction oversight. Footnotes clarify any special conditions.

2.1 Items listed in the Appendix are exempt only when complying with one of the following:

2.1.1 The item(s) constitutes the entire scope of a project.

2.1.2 The item(s) is part of a set of plans submitted to DSA for approval for a larger school project and Item 2.1.2 below and, when applicable, Item 2.1.2.2 below are provided:

2.1.2.1 A note on the construction documents stating the item(s) is “not part of the DSA approval.” Without this note, DSA will treat this item(s) as described in Section 3 below.

2.1.2.2 For occupiable buildings identified in the Appendix, a letter by the school district board, superintendent, or facilities director acknowledging the item will not be approved or certified by DSA.

3. VOLUNTARY SUBMITTAL

This interpretation does not preclude a design professional or school district from choosing to submit plans and specifications for exempt projects defined in Section 1 above, with the appropriate fee, to DSA for review. Voluntary submittal of an exempt project or item will trigger full DSA plan review for code conformance and construction oversight, including inspections and materials testing.

4. EXEMPT PROJECT CERTIFICATION REQUIREMENTS

DSA will neither supervise nor certify the construction for exempt projects not submitted to DSA or for projects consisting of access compliance work only, and, except as noted in Section 1.3.2 above, the reporting requirements for certification of construction per the CAC will not be required to be submitted to DSA.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW**Appendix – Construction Projects and Items Eligible for Exemption****Disclaimer**

If using assistive technology to read this document, please adjust your settings to recognize footnotes.

| Project Description | Is SS Review Required? | Is AC Review Required? | Is FLS Review Required? | IR Section Reference |
|--|-------------------------------|-------------------------------|--------------------------------|-----------------------------|
| 1. Cell or antenna towers and poles less than 35 ft. tall supported on grade (lighting poles, flag poles, poles supporting open mesh fences, etc.). | No ⁷ | No | No ^{7, 18} | 1.2.1 |
| 2. Cell or antenna towers and poles 35 ft. tall or greater supported on grade. | Yes ⁶ | No | Yes ¹⁸ | - |
| 3. Soil retaining walls less than four feet tall above the top of foundation without surcharge or a sloping backfill. | No | No | No | 1.2.1 |
| 4. Baseball dugouts less than 250 sq.ft. of interior floor area with lightweight roof construction. | No | Yes ¹ | No | 1.2.1, 2.1.2 |
| 5. Ball walls or yard walls less than six feet above grade. | No | Yes ^{4, 12} | No ¹⁸ | 1.2.1 |
| 6. The following free standing elements with apex less than eight feet above adjacent grade: signs, variable message signs and scoreboards. | No | No ³ | No | 1.2.1 |
| 7. Solid clad fences of which the apex is less than eight feet above the highest adjacent grade and not constructed of concrete or masonry. | No | Yes ⁴ | No ¹⁸ | 1.2.1 |
| 8. Bleachers and grandstands five rows of seats or less with the first row starting at ground level. | No | Yes ^{2, 12} | No | 1.2.1 |
| 9. Ancillary accessory facilities to athletic fields (one-story, not over 250 sq.ft. of floor area, used for equipment storage [no fuel or flammable storage allowed, except that amount necessary for maintenance purposes and operation of equipment], toilets, snack bar, ticket booths, etc.). | No | Yes ^{2, 12} | No | 1.2.1, 2.1.2 |
| 10. Playhouses less than 250 sq.ft. of floor area and playground equipment of any size. | No ¹⁵ | Yes ^{2, 12} | No ²⁵ | 1.2.1, 2.1.2 |
| 11. Open-mesh baseball backstops less than 35 ft. in height consisting of cantilevered pole systems. | No ⁷ | Yes ^{4, 12} | No ⁷ | 1.2.1 |
| 12. Open-mesh fences less than 35 ft. in height or ornamental and security fencing with spaced rails and pickets less than eight feet in height not | No ⁷ | Yes ⁴ | No ^{7, 18} | 1.2.1 |

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

| Project Description | Is SS Review Required? | Is AC Review Required? | Is FLS Review Required? | IR Section Reference |
|--|-------------------------------|-------------------------------|--------------------------------|-----------------------------|
| affecting egress. | | | | |
| 13. New or replacement of exterior walking surfaces. | No | Yes ¹² | No ¹⁸ | 1.2.1 |
| 14. Landscaping consisting of vegetation, irrigation and ground cover. | No | No ²³ | No | 1.2.1 |
| 15. Replacement in-kind of mechanical (including, but not limited to, heating, ventilation, air-conditioning) and electrical units. | No ⁹ | No ^{13, a} | No ^{9, b, c} | 1.3.1 |
| 16. Replacement of plumbing fixtures. | No ⁹ | Yes ¹² | No ⁹ | 1.3.1 |
| 17. Cosmetic maintenance work such as painting, wallpapering, etc., as defined in Title 24, Part 1, Section 4-314. | No | No | No | 1.3.1 |
| 18a. Replacement of interior floor coverings of like material. | No | No ³² | No | 1.3.1 |
| 18b. Replacement of interior floor coverings: change of floor material. | No | Yes ³³ | No | 1.3.1 |
| 19. Installation or replacement of synthetic (artificial turf) play fields or running tracks. | No | Yes ¹² | No | 1.2.1 |
| 20. Installation of new parking areas. | No | Yes ¹² | No ¹⁸ | 1.2.1 |
| 21a. Installation of new surface over existing parking areas (such as asphalt overlays or seal coat) last improved prior to January 1, 2014. | No | Yes ³⁴ | No ^{18, 26} | 1.2.1 |
| 21b. Installation of new surface over existing parking areas with matching striping (such as asphalt overlays or seal coat) last improved January 1, 2014 and later. | No | No | No ^{18, 26} | 1.2.1 |
| 22. Removal and replacement of existing parking area surface. | No | Yes | No ^{18, 26} | 1.3.1 |
| 23. Batting cages with open-mesh sidewalls and loose netting roof: batting cages consisting of cantilever poles with loose netting sidewalls and roofs. | No | Yes ^{2, 12} | No | 1.2.1, 2.1.2 |
| 24. Reroofing with in-kind roof or "cool" roof or replacing with light-weight, non-metal, non-tile roof and insulation system. | No ¹⁰ | No ¹¹ | No ^d | 1.3.1 |
| 25. Weatherization/caulking. | No | No ¹¹ | No | 1.3.1 |
| 26. Window glazing replacement only (does not include the replacement of the window frame assembly or affect window operability, fire rating, or safety glazing). | No | No ¹¹ | No | 1.3.1 |

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

| Project Description | Is SS Review Required? | Is AC Review Required? | Is FLS Review Required? | IR Section Reference |
|--|-------------------------------|-------------------------------|--------------------------------|-----------------------------|
| 27. Window shading devices—window screens (applied to glazing only), and solar shading devices as furnishings and requiring no structural attachment. | No | No^a | No²⁷ | 1.3.1 |
| 28. Energy Management Systems. | No | No¹³ | No | 1.3.2 |
| 29. Lighting upgrade of buildings: re-lamping, ballast replacement, luminaire replacement. | No | No^{13, a} | No | 1.3.1 |
| 30. Crossarm and/or luminaire replacement on light poles greater than 35 ft in height. | Yes⁶ | No¹³ | Yes⁶ | - |
| 31. Water-heating upgrades, not including solar thermal installations on roofs. | No¹⁷ | No¹³ | No^b | 1.3.1 |
| 32. Small skylights, including tubular, installations for which no structural framing member is altered or penetrations of fire-resistance-rated assemblies. | No¹⁴ | Yes¹² | No | 1.3.2 |
| 33. Fire alarm systems: Includes new systems and replacements or alterations to existing systems. | No | No⁸ | Yes⁸ | - |
| 34. Greenhouses, barns and materials or equipment storage sheds used exclusively for plant or animal production or protection and not used for classroom instruction. | No²⁰ | Yes^{12, 20} | No²⁰ | 1.2.1, 2.1.2 |
| 35. Temporary student constructed structures not located within a building. | No²¹ | No²¹ | No²¹ | 1.2.1, 2.1.2 |
| 36. Buildings or structures used solely for housing, warehouses and storage buildings, buses and minor mechanical equipment or for non-school use where such buildings or structures do not provide facilities for either pupils or teachers and are not intended to be entered by them as such for school purposes. | No | Yes | No | 1.2.2, 2.1.2 |
| 37. On locations separated from school sites (Note: if located on school sites, such shall not be exempt): residential dwelling units for school district employees; district-wide administrative buildings. | No¹⁹ | Yes¹⁹ | No¹⁹ | 1.2.2, 2.1.2 |
| 38. School-based health centers, social services, or support services qualifying under the provisions of Ed Code 17296. | No^{19, 22} | Yes^{19, 24} | No^{19, 22} | 1.2.2, 2.1.2 |

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

| Project Description | Is SS Review Required? | Is AC Review Required? | Is FLS Review Required? | IR Section Reference |
|---|-------------------------------|-------------------------------|--------------------------------|-----------------------------|
| 39. Underground utility replacement in-kind of water piping and sewer (including, but not limited to, septic tanks and leach fields). | No ³⁰ | No ^{29, 30} | No ^{18, 30} | 1.3.2 |
| 40. Site improvements only involving grading, fill placement, paving, storm drains, or other work not supporting structures nor involving their utilities. | No ²⁸ | Yes | No ^{18, 28} | 1.2.1 |
| 41. New installations or alterations to roof- or ground-mounted solar systems, elements, equipment, storage devices and associated utilities. | Yes ³¹ | Yes ³¹ | Yes ³¹ | 1.3.2 |
| 42. Installation of or alteration to underground fire service water piping for fire hydrants or automatic fire protection systems. | No | No | Yes | 1.3.2 |
| 43. Installation of or alteration to underground conduits containing fire alarm system conductors or cables. | No | No | Yes | 1.3.2 |

Notes:

1. Baseball dugouts of any size and construction are not exempt from AC review.
2. Required for all; specified area limits, height limits, or construction materials provide no exception for AC review.
3. AC review of variable message signs is required if scoping provisions of CBC Chapter 11B require compliance. Scoping provisions apply only to variable message signs for transportation facilities and buildings designed as emergency shelters.
4. AC review required to determine if an accessible route is affected by, required to the area, or crosses the installation of the wall, fence or gate.
5. Not used.
6. For any component, regardless of size, type, or cost, added to an existing tower or pole, the tower or pole and the component connection to the tower or pole will require DSA SS and FLS review. The cost exemptions of Section 1.3.2 above do not apply since this work is an addition and not an alteration. Installation of additional cellular equipment or replacement of existing cellular equipment mounted at grade will require DSA review unless the equipment is confined within an enclosed (fenced) area previously approved and certified by DSA for cell tower equipment, and the equipment is located a minimum distance from the fence equal to the height of the structure.
7. If open-mesh fences or backstops exceeding eight feet in height are clad with windscreens, slats, signs, or similar attachments, DSA SS and FLS review will be required.
8. Review of fire alarm system components that affect accessibility will be provided by DSA FLS staff as part of the FLS review process. AC review fees are not required.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

9. Mechanical, electrical and plumbing unit replacement “in-kind” includes any or all units on a building when all of the following requirements are met:
 - Each new unit must be of equal or lesser weight to the existing unit being replaced, and weigh no greater than 2000 lbs.
 - Each new unit must be placed in the same location as the existing unit.
 - Each new unit must be placed without requiring alteration to the existing structural framing or altering existing supporting curb or platform. Exception: Adaptive metal curbs may be utilized provided the applied combined gravity plus lateral forces to the structure are not increased.
 - Each new unit must be placed without requiring alteration to the existing ceiling.
 - Each new unit must be placed without requiring replacement of ductwork, grilles, electrical components, etc.
10. Weight of new roof covering and insulation must not exceed the weight of the removed existing roof covering and insulation, except that “in-kind” replacement of tile roof systems will not be exempt and will require submission to DSA. Changes in roofing systems are limited to lightweight non-metal, non-tile roof and insulation systems; if such changes weigh significantly less than the previous roofing system, the change shall be considered an alteration, not maintenance, and the cost thresholds in Section 1.3.2 above apply. Applications of an in-kind second roofing layer may be exempt provided the additional layer does not exceed the weight of the original roofing material. Note: If dry-rot or other issue requiring structural repair is found during a reroofing only project, such repair shall be considered an alteration, not maintenance, and the repair shall be considered in cost thresholds in Section 1.3.2 above.
11. Considered normal maintenance.
12. Defined as an alteration per CBC Chapter 2; therefore, work is subject to *path of travel* improvements per CBC Section 11B-202.4.
13. Work consisting of changes to mechanical and electrical systems only are not subject to *path of travel* improvements. Structural improvements related to mechanical and electrical system installations do trigger access compliance review and *path of travel* improvements.
14. The installation of tubular or small skylights (2 ft. x 2 ft. max.) in which no structural framing member is altered shall be exempt unless the number of skylights would cause more than 5 percent of the roof diaphragm to be removed.
15. SS review is required for shade canopies that are provided by the playground equipment manufacturer as a feature integral with playground equipment unless both the following requirements are satisfied:
 - Plan area of shade canopy does not exceed 120 sq.ft.. Where individual elements (e.g., sails) overlap or make up a larger canopy, the square footage used in the exemption determination is the sum of each separate element with no discount for overlapping area, and
 - Shade canopy design provides a dedicated structure (independent but not necessarily separate) to the ground that does not rely on playground equipment for vertical support.When not eligible for exemption from SS review, shade canopies integral with playground equipment are permitted to be a deferred submittal. All members, components and

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

connections in the load path(s) resisting the code-prescribed forces applied to the shade canopy shall be evaluated (e.g., foundation, columns, poles, shade support members, etc.). Other playground equipment components (e.g., platforms, slides, climbing walls, etc.) outside these load paths and not directly supporting the shade canopy need not be reviewed.

16. Not used.
17. Tankless systems exceeding 20 pounds located in any location are NOT exempt from DSA SS review.
18. Noted item, including gates, shall not impede egress or reduce required egress width, or be located in, or impede designated fire lane(s) or emergency access routes.
19. Upon completion, such structures are not used for school purposes nor intended to be entered by pupils, teachers or school employees for school purposes.
20. Small groups of pupils and teachers may enter these structures for short periods of time.
21. Upon completion, such structures are not used for school purposes nor intended to be entered by pupils, teachers or school employees for school purposes. These structures shall not remain onsite for more than 90 days following completion, unless all provisions of CAC Section 4-310 are met.
22. Proof of qualification from other agencies and copy of building permit from the local building official shall be provided to DSA prior to start of construction.
23. Landscape only projects are exempt from DSA review. See Section 1 above. Projects submitted to DSA for review that have landscape elements must submit a form *DSA 1-L: Outdoor Water Use Self-Certification of Landscape Irrigation Design and Documentation*.
24. If completely privately-funded, see footnote 22. If ANY school funds are provided, AC review is required.
25. FLS review is required when playhouses or structures are placed within building(s) protected by automatic sprinkler systems.
26. FLS review is required where reconfiguration or restriping of parking lots incorporate fire apparatus access routes (fire lanes).
27. Shading devices and films shall not be applied to fire-resistance-rated glazing.
28. Refer to *IR A-9: Site Improvements for School Building Projects* for additional information and requirements.
29. Paved surfaces that are part of an accessible route shall be subject to AC review.
30. New or replacement water supply wells require DSA review and approval.
31. Installation of new and alterations to existing solar systems are not exempt from DSA review. The cost exemptions of Section 1.3.2 above do not apply since this work is an addition and not an alteration. See *IR 16-8: Solar Photovoltaic and Thermal Systems Review and Approval Requirements* for structural and fire and life safety, and *IR 11B-9: Accessibility Requirements for Solar Photovoltaic Systems at School Sites* for access compliance pertaining to solar systems.
32. A change in floor material from like product to like product does not require access review by DSA. The school district is still required to comply with federal law and CBC which requires *path of travel* improvements to be undertaken.
33. A change in floor material from the product installed (i.e., carpet to vinyl tile) will require AC review. *Path of travel* improvements are also required.

CONSTRUCTION PROJECTS AND ITEMS EXEMPT FROM DSA REVIEW

34. AC review is required due to CBC changes effective January 1, 2014 which requires 1 van accessible space for every six accessible spaces. Per CBC Section 11B-202.4 Exception 5, *path of travel* improvements are not required.

Code requirements related to the exemption or non-exemption:

- a. Controls require compliance with the operable parts requirements of CBC Chapter 11B.
- b. Fuel-burning appliances/equipment shall not be located in, or have direct communication with classrooms.
- c. Ensure automatic shutoff of HVAC units where CFM exceeds 2000 (see California Mechanical Code).
- d. For buildings and structures located within a designated hazardous fire area, all roof materials and assemblies shall have Class A fire hazard classification.

REFERENCES:

California Code of Regulations (CCR) Title 24

Part 1: California Administrative Code (CAC), Sections 4-306, 4-308, 4-309, 4-310, 4-314, 4-315, 4-406, 5-102

This IR is intended for use by DSA staff and by design professionals to promote statewide consistency for review and approval of plans and specifications as well as construction oversight of projects within the jurisdiction of DSA, which includes State of California public schools (K–12), community colleges and state-owned or state-leased essential services buildings. This IR indicates an acceptable method for achieving compliance with applicable codes and regulations, although other methods proposed by design professionals may be considered by DSA.

This IR is subject to revision at any time. Please check DSA's website for currently effective IRs. Only IRs listed on the webpage at www.dgs.ca.gov/dsa/publications at the time of project application submittal to DSA are considered applicable.

**SB-1422 Acquisition of goods and services: alternative contracting procedures: installation of carpet, r**

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Senate Bill No. 1422

CHAPTER 310

An act to add and repeal Section 10298.5 of the Public Contract Code, relating to public contracts.

[Approved by Governor September 13, 2022. Filed with Secretary of State September 13, 2022.]

LEGISLATIVE COUNSEL'S DIGEST

SB 1422, Hertzberg. Acquisition of goods and services: alternative contracting procedures: installation of carpet, resilient flooring, **synthetic turf**, and lighting fixtures: pilot.

The State Contract Act governs state contracts for public works projects and, among other things, generally requires public notice of a project, the submission of bids, and the award of a contract to the lowest responsible bidder, as provided. Other existing law also establishes procedures for state agencies to enter into contracts for goods and services, including generally requiring that certain contracts by a state agency be approved by the **Department of General Services**.

Existing law authorizes the Department of General Services to consolidate the needs of **multiple state agencies for goods, information technology, and services and establish agreements that leverage the state's buying power, as specified, for certain acquisitions. Existing law authorizes state and local agencies to contract with suppliers awarded those contracts without further competitive bidding.**

This bill would authorize the Director of General Services to use these alternative **no-bid contracting procedures for contracts** for the installation or purchase and installation, of carpet, resilient flooring, **synthetic turf**, or lighting fixtures that will satisfy the bill's requirements. The bill, except as specified, would authorize state agencies and specified local agencies to contract with suppliers awarded those contracts, **if the installation work is not performed in connection with new construction and the contractor complies with specified requirements relating to wages and labor.** The bill would require a state or local agency that enters into a contract under these provisions to provide the **Department of Industrial Relations** with a specified notice of the contract. The bill would require the Department of Industrial Relations, no later than January 1, 2027, to submit to the appropriate policy and fiscal committees of the Legislature a prescribed report on the use of the procedures. The bill would repeal these provisions as of January 1, 2028.

Vote: majority Appropriation: no Fiscal Committee: yes Local Program: no

THE PEOPLE OF THE STATE OF CALIFORNIA DO ENACT AS FOLLOWS:

SECTION 1. The Legislature finds and declares that it would be beneficial to conduct a time-limited pilot project, to evaluate the optional use of the alternative contracting procedures in Section 10298 of the Public Contract Code for contracts for the installation, or for the purchase and installation, of carpet, resilient flooring, **synthetic turf**, or lighting fixtures, so long as labor standards protections are required.

SEC. 2. Section 10298.5 is added to the Public Contract Code, to read:

10298.5. (a) The director may use the procedures described in Section 10298 for contracts for the installation, and contracts for the purchase and installation, of carpet, resilient flooring, synthetic turf, or lighting fixtures that will satisfy the requirements of this section. Except as specified in subdivision (b), notwithstanding any other law requiring bidding on public works projects, as defined in Section 1101, state agencies and local agencies, including school districts and any other agency subject to the Local Agency Public Construction Act (Chapter 1 (commencing with Section 20100) of Part 3), **may contract with suppliers awarded those contracts, if all of the following requirements are satisfied:**

- (1) The installation work is not performed in connection with new construction.
- (2) The contractor provides an acknowledgment to the state or local agency that the installation is a public work for purposes of Chapter 1 (commencing with Section 1720) of Part 7 of Division 2 of the Labor Code.
- (3) (A) Except as otherwise provided in subparagraph (B), the contractor provides the state or local agency with an enforceable commitment that a skilled and trained workforce, as defined in Section 2601, will be used to complete the installation work.

(B) This paragraph shall not apply if the state or local agency has entered into a project labor agreement, as defined in Section 2500, that requires all contractors and subcontractors performing the installation work to use a skilled and trained workforce and the contractor agrees to be bound by that project labor agreement.

(b) A local agency shall not use the procedures authorized by this section for a contract with an award amount that exceeds the amount in an applicable requirement for the local agency to use a formal competitive bidding process for a contract that exceeds a specified amount.

(c) (1) Any state or local agency that enters into a contract for installation, or for purchase or installation, pursuant to this section shall provide notice of that contract to the Department of Industrial Relations pursuant to Section 1773.3 of the Labor Code, regardless of the size of the contract.

(2) (A) Notwithstanding Section 10231.5 of the Government Code, no later than January 1, 2027, the Department of Industrial Relations shall submit to the appropriate policy and fiscal committees of the Legislature a report on the use of the procedures authorized by this section.

(B) The report shall include, but is not limited to, the following information:

(i) A description of the contracts awarded using the procedures authorized by this section, including the state or local agency that awarded the contract.

(ii) The contract award amounts.

(iii) The contractors awarded the contracts.

(C) The report submitted pursuant to subparagraph (A) shall be submitted in compliance with Section 9795 of the Government Code.

(d) This section shall remain in effect only until January 1, 2028, and as of that date is repealed.


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PUBLIC CONTRACT CODE - PCC

DIVISION 2. GENERAL PROVISIONS [1100 - 22355] (*Division 2 enacted by Stats. 1981, Ch. 306.*)

PART 1. ADMINISTRATIVE PROVISIONS [1100 - 9204] (*Heading of Part 1 added by Stats. 1982, Ch. 1120, Sec. 2.*)

CHAPTER 2.9. Skilled and Trained Workforce Requirements [2600 - 2603] (*Chapter 2.9 added by Stats. 2016, Ch. 774, Sec. 4.*)

2600. (a) This chapter applies when a public entity is required by statute or regulation to obtain an enforceable commitment that a bidder, contractor, or other entity will use a skilled and trained workforce to complete a contract or project.

(b) A public entity may require a bidder, contractor, or other entity to use a skilled and trained workforce to complete a contract or project regardless of whether the public entity is required to do so by a statute or regulation.

(c) When the use of a skilled and trained workforce to complete a contract or project is required pursuant to subdivision (a) or (b), the public entity shall include in all bid documents and construction contracts a notice that the project is subject to the skilled and trained workforce requirement.

(*Amended by Stats. 2020, Ch. 347, Sec. 1. (AB 2311) Effective January 1, 2021.*)

2600.5. The failure of a public entity to provide a notice pursuant to subdivision (c) of Section 2600 shall not excuse either of the following:

(a) The public entity from the requirement to obtain an enforceable commitment that a bidder, contractor, or other entity will use a skilled and trained workforce to complete a contract or project.

(b) A bidder, contractor, or other entity from the obligation to use a skilled or trained workforce if such a requirement is imposed by a statute or regulation.

(*Added by Stats. 2020, Ch. 347, Sec. 2. (AB 2311) Effective January 1, 2021.*)

2601. For purposes of this chapter:

(a) "Apprenticeable occupation" means an occupation for which the Chief of the Division of Apprenticeship Standards of the Department of Industrial Relations had approved an apprenticeship program pursuant to Section 3075 of the Labor Code before January 1, 2014.

(b) "Chief" means the Chief of the Division of Apprenticeship Standards of the Department of Industrial Relations.

(c) "Graduate of an apprenticeship program" means either of the following:

(1) An individual that has been issued a certificate of completion under the authority of the California Apprenticeship Council for completing an apprenticeship program approved by the chief pursuant to Section 3075 of the Labor Code.

(2) An individual that has completed an apprenticeship program located outside California and approved for federal purposes pursuant to the apprenticeship regulations adopted by the federal Secretary of Labor.

(d) "Skilled and trained workforce" means a workforce that meets all of the following conditions:

(1) All the workers performing work in an apprenticeable occupation in the building and construction trades are either skilled journeypersons or apprentices registered in an apprenticeship program approved by the chief.

(2) (A) For work performed on or after January 1, 2017, at least 30 percent of the skilled journeypersons employed to perform work on the contract or project by every contractor and each of its subcontractors at every tier are graduates of an apprenticeship program for the applicable occupation. This requirement shall not apply to work performed in the occupation of teamster.

(B) For work performed on or after January 1, 2018, at least 40 percent of the skilled journeypersons employed to perform work on the contract or project by every contractor and each of its subcontractors at every tier are graduates of an apprenticeship program for the applicable occupation, except that the requirements of subparagraph (A) shall continue to apply to work performed in the following occupations: acoustical installer, bricklayer, carpenter, cement mason, drywall installer or lather, marble mason, finisher, or setter, modular furniture or systems installer, operating engineer, pile driver, plasterer, roofer or waterproofer, stone mason, surveyor, teamster, terrazzo worker or finisher, and tile layer, setter, or finisher.

(C) For work performed on or after January 1, 2019, at least 50 percent of the skilled journeypersons employed to perform work on the contract or project by every contractor and each of its subcontractors at every tier are graduates of an apprenticeship program for the applicable occupation, except that the requirements of subparagraph (A) shall continue to apply to work performed in the following occupations: acoustical installer, bricklayer, carpenter, cement mason, drywall installer or lather, marble mason, finisher, or setter, modular furniture or systems installer, operating engineer, pile driver, plasterer, roofer or waterproofer, stone mason, surveyor, teamster, terrazzo worker or finisher, and tile layer, setter, or finisher.

(D) For work performed on or after January 1, 2020, at least 60 percent of the skilled journeypersons employed to perform work on the contract or project by every contractor and each of its subcontractors at every tier are graduates of an apprenticeship program for the applicable occupation, except that the requirements of subparagraph (A) shall continue to apply to work performed in the following occupations: acoustical installer, bricklayer, carpenter, cement mason, drywall installer or lather, marble mason, finisher, or setter, modular furniture or systems installer, operating engineer, pile driver, plasterer, roofer or waterproofer, stone mason, surveyor, teamster, terrazzo worker or finisher, and tile layer, setter, or finisher.

(3) For an apprenticeable occupation in which no apprenticeship program had been approved by the chief before January 1, 1995, up to one-half of the graduation percentage requirements of paragraph (2) may be satisfied by skilled journeypersons who commenced working in the apprenticeable occupation before the chief's approval of an apprenticeship program for that occupation in the county in which the project is located.

(4) The apprenticeship graduation percentage requirements of paragraph (2) are satisfied if, in a particular calendar month, either of the following is true:

(A) At least the required percentage of the skilled journeypersons employed by the contractor or subcontractor to perform work on the contract or project meet the graduation percentage requirement.

(B) For the hours of work performed by skilled journeypersons employed by the contractor or subcontractor on the contract or project, the percentage of hours performed by skilled journeypersons who met the graduation requirement is at least equal to the required graduation percentage.

(5) The contractor or subcontractor need not meet the apprenticeship graduation requirements of paragraph (2) if, during the calendar month, the contractor or subcontractor employs skilled journeypersons to perform fewer than 10 hours of work on the contract or project.

(6) A subcontractor need not meet the apprenticeship graduation requirements of paragraph (2) if both of the following requirements are met:

(A) The subcontractor was not a listed subcontractor under Section 4104 or a substitute for a listed subcontractor.

(B) The subcontract does not exceed one-half of 1 percent of the price of the prime contract.

(e) "Skilled journeyperson" means a worker who either:

(1) Graduated from an apprenticeship program for the applicable occupation that was approved by the chief or located outside California and approved for federal purposes pursuant to the apprenticeship regulations adopted by the federal Secretary of Labor.

(2) Has at least as many hours of on-the-job experience in the applicable occupation as would be required to graduate from an apprenticeship program for the applicable occupation that is approved by the chief.

(Amended by Stats. 2018, Ch. 882, Sec. 1. (AB 3018) Effective January 1, 2019.)

2602. (a) When a contractor, bidder, or other entity is required to provide an enforceable commitment that a skilled and trained workforce will be used to complete a contract or project, the commitment shall be made in an enforceable agreement with the public entity or other awarding body that provides both of the following:

(1) The contractor, bidder, or other entity, and its contractors and subcontractors at every tier, will comply with this chapter.

(2) The contractor, bidder, or other entity will provide to the public entity or other awarding body, on a monthly basis while the project or contract is being performed, a report demonstrating compliance with this chapter.

(b) If the contractor, bidder, or other entity fails to provide the monthly report required by this section, or provides a report that is incomplete, the public agency or other awarding body shall withhold further payments until a complete report is provided. If a monthly report is incomplete due to the failure of a subcontractor to timely submit the required information to the contractor, bidder, or other entity, the public agency or awarding body shall only withhold an amount equal to 150 percent of the value of the monthly billing for the relevant subcontractor. If a public agency or other awarding body withholds amounts pursuant to this subdivision, the contractor, bidder, or other entity shall be entitled to withhold the same amount from the subcontractor until the subcontractor provides the contractor, bidder, or other entity a complete report, and the public agency or awarding body subsequently pays the contractor, bidder, or other entity the withheld payments. If the contractor, bidder, or other entity substitutes a subcontractor pursuant to Chapter 4 (commencing with Section 4100) for failure to provide a complete report, and the contractor, bidder, or other entity replaces the subcontractor with one that provides an enforceable commitment that a skilled and trained workforce will be used to complete the contract or project, the public agency or awarding body shall immediately resume making payments to the contractor, bidder, or other entity, including all previously withheld payments.

(c) If a monthly report does not demonstrate compliance with this chapter, the public agency or other awarding body shall do all of the following:

(1) Withhold further payments until the contractor, bidder, or other entity provides a plan to achieve substantial compliance with this chapter, with respect to the relevant apprenticeable occupation, prior to completion of the contract or project. All of the following shall apply to the withholding of payments under this paragraph:

(A) The public agency or awarding body shall withhold an amount equal to 150 percent of the value of the monthly billing for the entity that failed to comply with this chapter, or 150 percent of the value of the monthly billing for the subcontractor that failed to comply with this chapter. If a public agency or other awarding body withholds amounts pursuant to this paragraph, the contractor, bidder, or other entity shall be entitled to withhold the same amount from the subcontractor that did not demonstrate compliance with this chapter.

(B) If the contractor, bidder, or other entity substitutes a subcontractor pursuant to Chapter 4 (commencing with Section 4100) for failure to demonstrate compliance, and the contractor, bidder, or other entity replaces the subcontractor with one that provides an enforceable commitment that a skilled and trained workforce will be used to complete the contract or project, the public agency or awarding body shall immediately resume making payments to the contractor, bidder, or other entity, including all previously withheld payments.

(C) If a contractor, bidder, or other entity submits to the public agency or awarding body a plan to achieve substantial compliance with this chapter, the public agency or awarding body shall immediately resume making payments to the contractor, bidder, or other entity, including all previously withheld payments unless, within a reasonable time, the public agency or awarding body rejects the plan as insufficient and explains the reasons for the rejection.

(2) Forward a copy of the monthly report to the Labor Commissioner for issuance of a civil wage and penalty assessment in accordance with Section 2603.

(3) Forward to the Labor Commissioner a copy of the plan, if any, submitted by the contractor, bidder, or other entity to achieve substantial compliance with this chapter and the response to that plan, if any, by the public agency or awarding body.

(d) A monthly report provided to the public agency or other awarding body shall be a public record under the California Public Records Act (Division 10 (commencing with Section 7920.000) of Title 1 of the Government Code)

and shall be open to public inspection.

(Amended by Stats. 2021, Ch. 615, Sec. 353. (AB 474) Effective January 1, 2022. Operative January 1, 2023, pursuant to Sec. 463 of Stats. 2021, Ch. 615.)

2603. (a) If the Labor Commissioner or his or her designee determines after an investigation that a contractor or subcontractor failed to use a skilled and trained workforce in accordance with this chapter, the contractor or subcontractor responsible for the violation shall forfeit, as a civil penalty to the state, not more than five thousand dollars (\$5,000) per month of work performed in violation of this chapter. A contractor or subcontractor that commits a second or subsequent violation within a three-year period shall forfeit as a civil penalty to the state the sum of not more than ten thousand dollars (\$10,000) per month of work performed in violation of this chapter.

(b) For the purposes of this section:

(1) "Any interest" shall have the same meaning as in subdivision (h) of Section 1777.1 of the Labor Code.

(2) "Contractor or subcontractor" shall have the same meaning as in subdivision (g) of Section 1777.1 of the Labor Code.

(3) "Entity" shall have the same meaning as in subdivision (i) of Section 1777.1 of the Labor Code.

(c) The amount of any monetary penalty may be reduced or waived by the Labor Commissioner if the amount of the penalty would be disproportionate to the severity of the violation. The Labor Commissioner shall consider, in setting the amount of a monetary penalty, all of the following circumstances:

(1) Whether the violation was intentional.

(2) Whether the contractor or subcontractor has committed other violations of this chapter or of the Labor Code.

(3) Whether, upon notice of the violation, the contractor or subcontractor took steps to voluntarily remedy the violation.

(4) The extent or severity of the violation.

(5) Whether a contractor or subcontractor submitted and followed a plan to achieve substantial compliance with this chapter.

(d) The Labor Commissioner or his or her designee shall issue a civil wage and penalty assessment, in accordance with the provisions of Section 1741 of the Labor Code, upon determination of penalties assessed under subdivision (a). Review of a civil wage and penalty assessment issued under this subdivision may be requested in accordance with the provisions of Section 1742 of the Labor Code. The regulations of the Director of Industrial Relations, which govern proceedings for review of civil wage and penalty assessments and the withholding of contract payments under Article 1 (commencing with Section 1720) and Article 2 (commencing with Section 1770) of Chapter 1 of Part 7 of Division 2 of the Labor Code, shall apply.

(e) The determination of the Labor Commissioner as to the amount of the penalty imposed under subdivision (a) shall be reviewable by the Director of Industrial Relations only for an abuse of discretion.

(f) If a subcontractor is found to have violated this chapter, the prime contractor of the project is not liable for any penalties under subdivision (a) unless the prime contractor had knowledge of the subcontractor's failure to comply with this chapter or unless the prime contractor fails to comply with any of the following requirements:

(1) For contracts entered into on or after January 1, 2019, the contract executed between the contractor and the subcontractor for the performance of work on the project shall include a copy of this chapter.

(2) The contractor shall periodically monitor the subcontractor's use of a skilled and trained workforce.

(3) Upon becoming aware of a failure of the subcontractor to use a skilled and trained workforce, the contractor shall take corrective action, including, but not limited to, retaining 150 percent of the amount due to the subcontractor for work performed on the project until the failure is corrected.

(4) Prior to making the final payment to the subcontractor for work performed on the project, the contractor shall obtain a declaration signed under penalty of perjury from the subcontractor that the subcontractor has met the requirements of this chapter.

(g) The Labor Commissioner shall notify the prime contractor within 15 days of the receipt by the Labor Commissioner of a complaint that a subcontractor violated this chapter.

(h) Whenever a contractor or subcontractor is found by the Labor Commissioner to be in violation of this chapter with intent to defraud, the contractor or subcontractor or a firm, corporation, partnership, or association in which the contractor or subcontractor has any interest is ineligible for a period of not less than one year or more than three years to do either of the following:

- (1) Bid on or be awarded a contract for a public works project.
- (2) Perform work as a subcontractor on a public works project.

(i) Whenever a contractor or subcontractor is found by the Labor Commissioner to have committed two or more separate willful violations of this chapter within a three-year period, the contractor or subcontractor or a firm, corporation, partnership, or association in which the contractor or subcontractor has any interest is ineligible for a period of up to three years to do either of the following:

- (1) Bid on or be awarded a contract for a public works project.
- (2) Perform work as a subcontractor on a public works project.

(j) The debarment procedures adopted by the Labor Commissioner pursuant to Section 1777.1 of the Labor Code shall apply to any finding made under subdivisions (h) or (i) of this section.

(k) The Labor Commissioner shall publish on the commissioner's Internet Web site a list of contractors who are ineligible to bid on or be awarded a public works contract, or to perform work as a subcontractor on a public works project pursuant to this section. The list shall contain the name of the contractor, the Contractors' State License Board license number of the contractor, and the effective period of debarment of the contractor. Contractors shall be added to the list upon issuance of a debarment order and the commissioner shall also notify the Contractors' State License Board when the list is updated. At least annually, the commissioner shall notify awarding bodies of the availability of the list of debarred contractors.

(l) (1) If a public entity or awarding body that is required to obtain an enforceable commitment that a skilled and trained workforce will be used to complete a contract or project receives a monthly report which does not demonstrate compliance with the skilled and trained workforce requirements of subdivision (c) of Section 10506.6, Section 10506.8, Section 10506.9, or subdivision (c) of Section 20928.2 of this code, Article 9 (commencing with Section 388) of Chapter 2.3 of Part 1 of Division 1 of the Public Utilities Code, or subparagraph (B) of paragraph (8) of subdivision (a) of Section 65913.4 or subparagraph (B) of paragraph (4) of subdivision (f) of Section 66201 of the Government Code, the public entity or awarding body shall forward a copy of the monthly report to the Labor Commissioner for issuance of a civil wage and penalty assessment in accordance with this section.

- (2) The penalty and debarment procedures of this section shall apply to violations of subdivision (c) of Section 10506.6, Section 10506.8, Section 10506.9, or subdivision (c) of Section 20928.2 of this code, Article 9 (commencing with Section 388) of Chapter 2.3 of Part 1 of Division 1 of the Public Utilities Code, or subparagraph (B) of paragraph (8) of subdivision (a) of Section 65913.4 or subparagraph (B) of paragraph (4) of subdivision (f) of Section 66201 of the Government Code.

(Added by Stats. 2018, Ch. 882, Sec. 3. (AB 3018) Effective January 1, 2019.)