

To: DSA Stakeholders
From: The Division of the State Architect
Date: April 28, 2020

Subject: Document Updates and Announcements for the First Quarter of 2020
To keep industry partners informed of new and revised forms and publications available online, as well as recent announcements, the Division of the State Architect (DSA) posts this list to the “News & Events” section of the DSA website each quarter. If you have questions regarding any of the forms, publications, or announcements in this summary, please email DSAcommunication@dgs.ca.gov.

New and Revised Forms and Publications:

JANUARY

- [*DSA 1: Application for Approval of Plans and Specifications*](#) This form was revised to support the changes in the modified DSA 108. (Revised 01/08/20)
- [*DSA 1-DEL: Delegation of Responsibility Effective January 8, 2020*](#) This form was revised to support the changes in the modified DSA 108. (Revised 01/08/20)
- [*DSA 1-L: Outdoor Water Use Self-Certification of Landscape Irrigation Design and Documentation*](#) This form has been updated to reflect the 2019 California Green Building Standards Code (CALGreen) references. (Revised 01/20/20)
- [*DSA 108: Change in Delegation of Responsibility and Instructions*](#) This form was revised to simplify the documentation required for the design professional if after a project submittal requires changes. (Revised 01/08/20)
- [*DSA 310: Alternate Certification Statement of Content for Change Orders, Addenda and Revisions*](#) This form was revised to support the changes in the modified DSA 108. (Revised 01/08/20)
- [*DSA 403-A: 2019 Energy Code Compliance Checklist \(Prescriptive Method\)*](#) This form has been updated to identify the 2019 California Energy Code Certificates of Compliance to be submitted with the plans as part of the plan review process. These updated checklists will be required for all submittals after January 1, 2020. (Revised 01/06/20)
- [*DSA 403-B: 2019 Energy Code Compliance Checklist \(Performance Method\)*](#) This form has been updated to identify the 2019 California Energy Code Certificates of Compliance to be submitted with the plans as part of the plan review process. These updated checklists will be required for all submittals after January 1, 2020. (Revised 01/06/20)
- [*DSA 810: Fire & Life Safety Site Conditions Submittal*](#) This form was revised to abide to the Americans with Disabilities Act (ADA) compliance. (Revised 01/30/20)

- [GL 4: Project Submittal Guideline: CALGreen Code](#) This publication has been updated to reflect amendments and additional requirements for compliance with Title 24, Part 11, 2019 CALGreen. (Revised 01/28/20)

FEBRUARY

- [DSA 3: Project Submittal Checklist](#) The form was revised to correct the numbered list. (Revised 02/13/20)
- [DSA 103-16: List of Required Structural Tests and Special Inspections, 2016 CBC \(HTML\)](#) This form was revised to improve user-friendliness and efficiency for DSA stakeholders during and after completing the form. (Revised 02/28/20) Please note that the DSA 103-16 was revised again and posted on 04/08/20.
- [DSA 103-19: List of Required Structural Tests and Special Inspections, 2019 CBC \(HTML\)](#) This form was revised to improve user-friendliness and efficiency for DSA stakeholders during and after completing the form. (Revised 02/28/20) Please note that the DSA 103-19 was revised again and posted on 04/08/20.
- [IR F-1: Emergency Voice/Alarm Communication Systems](#) This publication was revised to be consistent with 2019 CBC. (Revised 02/19/20)
- [IR 15-1: Attachment of Clay or Concrete "S" Roof Title: 2019 CBC](#) This publication was updated to the 2019 California Building Code (CBC). (Revised 02/08/20)
- [IR 15-2: Clay Concrete Roof Tile Materials and Application – 2019 CBC](#) This publication was updated to the 2019 CBC. (Revised 02/08/20)

MARCH

- [BU 18-01: Applicability of Pre-Check \(PC\) Design Criteria for Non-PC Projects](#) The bulletin informs clients about the PC Design Criteria documents prepared by DSA for the respective PC project types and also be incorporated in site-specific submittals for structures of the same project type. (Revised 03/06/20)
- [IR A-9: Site Improvements for School Building Projects](#) This publication was revised to remove outdated references and make other changes facilitating publication use. (Revised 03/11/20)
- [IR A-30: DSA Hourly Fee Services](#) This publication's numbered sections were revised and the fee services remain the same. (Revised 03/25/20)
- [IR PC-2: Pre-Check \(PC\) Design Criteria for Modular Buildings: 2019 CBC](#) This newly-created publication clarifies requirements to PC submittals for the purpose of code compliance in design and in plan review of relocatable buildings for projects under DSA jurisdiction for the 2019 CBC. (Issued 03/10/20)
- [IR PC-4: Pre-Check \(PC\) Design Criteria for Open Fabric Shade Structures – 2019 CBC](#) This newly issued publication clarifies requirements relating to PC submittals to promote uniform statewide criteria for code compliance in design and in plan review of

open fabric shade structures for projects under DSA jurisdiction for the 2019 CBC. (Revised 03/27/20)

- [IR PC-6: Pre-Check \(PC\) Design Criteria for Relocatable Buildings: 2019 CBC](#) This newly-created publication clarifies requirements relating to PC submittals for the purpose of code compliance in design and in plan review of relocatable buildings for projects under DSA jurisdiction for the 2019 CBC. (Issued 03/06/20)
- [DSA 100-PRE: Lab Program Preliminary Application](#) This form's fee's section has been updated to have the option to pay online by credit card or electronic check, or in a form of a check payable to DSA. (Revised 03/13/20)
- [DSA 609: Disability Access Inspection Certificate Order Form](#) This newly issued form was created to conveniently provide the Certified Access Specialists (CAsp) to order their Disability Access Inspection Certificates (DAIC) and laboratory managers to pay the fees involved in the DSA Laboratory Evaluation and Acceptance (LEA) Program online by credit card or electronic check through a third-party service. (Issued 03/13/20)
- [IR 16-6: Composite Base for HVAC Units: 2019 CBC](#) This publication was revised to meet the summary changes of the 2019 CBC code updates. (Revised 03/25/20)
- [IR 23-3: Concrete Curbs in Wood Frame Buildings](#) This publication was revised to meet the summary changes of the 2019 CBC code updates. (Revised 03/25/20)

Announcements

COVID-19 AND DSA CLIENT SERVICES

At DSA, the health and safety of our colleagues and clients are our top priority. Beginning Monday, March 16, 2020, DSA began providing remote back checks and over-the-counter plan reviews and temporarily suspend all in-person meetings. Details are in the DSA News Item, [A Message from the Acting State Architect on COVID-19 and DSA Client Services](#).

DSA will implement these new procedures until further notice. We ask that staff and clients exhibit courtesy and patience with each other during this trial period brought upon us by this health crisis. We look forward to receiving your feedback so that we can make improvements to the electronic services we offer in the future.

DSA is committed to meeting the needs of our schools and stakeholders by keeping our offices open, limiting contact through social distancing when we can, and making the accommodations needed to keep work flowing. Please stay healthy, and we look forward to seeing you in our offices as soon as we have been given direction by state and local health officials to resume normal operations.

PRE-CHECK (PC) DESIGN CRITERIA DOCUMENTS

DSA is releasing a series of PC Design Criteria documents reflecting the 2019 California Building Code. There will be eight new Interpretation of Regulations (IR) in total and are located in their own section of the publications webpage: [PC Design Criteria](#).

The PC Design Criteria documents prepared by DSA for the respective PC project types shall also be considered and incorporated in site-specific submittals for structures of the same project type and BU 18-01 was revised accordingly.