California Public School

This illustration provides a general overview of the key phases for new public school construction projects in California. Within each phase are milestones that will take place and highlights of just some of the noteworthy actions that can be expected. This timeline is a generalization and time frames and circumstances will vary depending on the unique characteristics of each school district's project.

Construction Process PLANNING

Facilities Master Plan & **Educational Specifications**

dentification of projected enrollmen and facilities needs

evelopment of educational pecifications to translate progran eeds into space requirements

lentification of potential funding ources (local, State, Federal) with

Site Selection

Planning can

begin a

number of

years before

the projects

stablishment of site selection eam (teachers, administrators, ommunity, architect)

dentification of at least three otential sites

Review of potential sites

Site Approval & Acquisition

erification that site meets

health and safety requiremen erification of compliance with

> Determination of whether site neets education and safety

uality Act (CEQA)

Site purchase

nitial translation of educational ogram needs and specificaons into a specific plan for the

nd consideration of potential nding availability with OPSC

Ibmittal of eligibility

rification of eligibility informa on submitted to determine

DESIGN

general project scope and conceptual

Preparation of

ough plans by

ouildings for

the site

design

e California Environmental

architect Visualization of rooms and

requirements

Initial Plan Approval

hosen site

Eligibility Determination

ocurement of local financing

ormation to OPSC

ility for SAB approval

PLAN REVIEW

Approval of schematic

rchitect expansion of nitial design with etailed drawings, erification that design eets code

etermination of robable cost

> Collaborative review with district

Preliminary Plan Approval

Submittal of 50% of drawings to CDE

Review for compliance with Title 5 standards and procedures for safety and educational ppropriateness

Issuance of preliminary eview letter noting ecessary changes

ompletion of final plan sets by

nitiation of construction dding process

onstruction review

unding estimate

etermination of potential rogram funding sources ith OPSC

Submittal of three Architect resubmi sets of complete of plans to DSA plans and specifica comments iddressed) tions to DSA

> Fire & Life Safety

Efficiency/HPI

Return of plans with

comments to district

> Accessibility

(optional)

> Energy

architect

Verification that Concurrent plan issues have been addressed > Structural

> Submittal of final plans to DSA & CDE

Issuance of ID stamp and approva

Confirmation that omments from the eliminary plan eview have been ıddressed

Approval of plans or submittal to PSC/SAB for State funding

FUNDING

Revision of eligibility,

unding request

nalization of

igibility/funding equests and

sentation to

SAB for approval

Submittal of update eligibility informatior if applicable

for compliance with laws and regulation

Submittal of funding application, including

> CDE/DSA plan approvals Cost estimates

 Site acquisition documents > Local approvals

Verification of site velopment cost other grants

ommunication of ndings to district

BIDDING/CONSTRUCTION

Public bidding of contract in accordance with Public Contract Code

Awarding of bid and establishment of construction team, including general contractor and necessary sub-contractors

Certification of construction commitment and local funding match within 18 months of apportionment date

Initiation of State fund release

Inspector of Record Hired

Verification provided that project is built to DSA-approved plans

Works for the district, under direction of design professional, and is supervised by DSA

Construction Begins

Monitoring project process:

> Project tracking and identification of issues

> Verification that contractor maintains updated project schedule > Prompt response to contractor requests

> Establishment of punch list near end of project, identifying all work to be completed

Construction oversight through onsite reviews by Field Engineer, review and approval of change documents, monitoring execution of code-prescribed duties by parties involved in construction and inspection

Annual Expenditure Reports

Submittal of reports on construction progress to OPSC

riodic substantial progress reviews to ensure bond accountability

MOVE IN/PROJECT CLOSE-OUT

Project Close-Out with State

ubmittal of final fees to DSA

ubmittal of documents required for close-out to DSA

Review of project file and issuance of certification letter

Audit of Expenditures

erification of compliance with program requirements

udit of project expenditures and adjustment of total ject allowance, as appropriate

includes School Board, Superintendent, Architect,
Construction Manager, Contractor & Engineers

DIVISION OF THE STATE ARCHITECT (DSA)









