



DSA PROCEDURE 07-02

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To: DSA Regional Offices Staff
Interested Parties

From: Division of the State Architect
Department of General Services
State of California

SUBJECT: Modernization Grant for Accessibility and Fire/Life Safety
Requirements

Purpose: The purpose of this document is to set forth the procedures that need to be followed for districts requesting cost hardship grants for Access Compliance and Fire Life Safety work, with the passage of new regulations revising the program. The procedure addresses new, current and approved construction projects under DSA review.

1. Background: The State Allocation Board (SAB) approved amendments to the School Facility Program (SFP) regulations revising the excessive cost hardship grant for accessibility and fire/life safety requirements on August 23, 2006.

The SAB approved the regulations and they were subsequently submitted to the Office of Administrative Law (OAL) for approval. Districts will have the option of choosing the existing three percent base grant augmentation or the actual minimum accessibility and fire/life safety work necessary as determined by the Division of the State Architect (DSA). The Office of Public School Construction (OPSC) will notify districts once these regulations have been approved by OAL and are in effect. The regulations are anticipated to be approved by OAL sometime in April or May 2007.

2. New Projects: In order to request the grant, the architect of record must complete a detailed checklist, including costs, of all of the accessibility and fire/life safety work included in the contract documents regardless of the grant option chosen. OPSC and DSA have created a checklist template for the school districts/architects use. The checklist is available on the DSA and OPSC web sites. The detailed checklist must be submitted to DSA with the plans and specifications of the project. DSA will review the checklist and verify the reported work included in the project is the minimum work necessary to receive approval from DSA Access Compliance or DSA Fire/Life Safety. DSA will sign the checklist. This checklist must then be submitted with the complete SFP modernization grant request to OPSC for review. Such projects will not be subject to a DSA hourly fee charge for the checklist review.

3. Projects Currently Submitted to DSA for Review: DSA will accept the checklist for review as described above if the construction documents are already submitted to the DSA. The district may subsequently request the grant and submit a request for modernization funding to OPSC once the new OAL regulations are approved. Such projects will not be subject to a DSA hourly fee charge for the checklist review.

4. Projects Previously DSA Approved: For projects that have already received DSA approval and have not been submitted to OPSC, the approved projects can be resubmitted to DSA with the checklist for review as described above. Such projects will be subject to a DSA hourly fee charge for the checklist review.

For projects that have already received DSA approval and have been submitted to OPSC, a district may request the grant only if the project application is first withdrawn from OPSC or rescinded, and then resubmitted to DSA with the checklist described above. The project may then be resubmitted to OPSC once the checklist is approved by DSA *and* the new regulations are approved from OAL as indicated above. Such projects will be subject to a DSA hourly fee charge for the checklist review.

5. Checklist Template: Internet Location The checklist template is located on the internet at:

http://www.documents.dgs.ca.gov/opsc/Forms/Checklists/Mod_ADA_Checklist.xls

For specific questions related to funding, **OPSC submittal**, or the approval of OPSC's regulations, please contact OPSC.