

DSA/OPSC Program Review Expert Workgroup Meeting Minutes

October 21, 2010 1:00 p.m. – 4:00 p.m.
Ziggurat, 8th Floor Executive Board Room

In attendance:

Expert Workgroup Members

Stephen Amos, DGS (Chair)
Kathleen Moore, CDE (Vice Chair)
Lindle Hatton, CSUS (Facilitator)
Lisa Silverman, OPSC
Assemblymember Jean Fuller, SAB (via
teleconference)
Scott Gaudineer, Flewelling & Moody Architects
Gary Gibbs, CBIA
Dennis Alexander, PECG
James Sohn, LAUSD (Also Closeout Sub-Group Chair)
Bill Savidge, West Contra Costa USD (Also Design
Sub-Group Chair)
Dick Cowan, Davis Reed Construction

Expert Workgroup Members (cont.)

Carri Matsumoto, Long Beach USD (Also
Planning Sub-Group Chair)
Laura Knauss, Lionakis (Also Plan Review
Sub-Group Chair)
Jenny Hannah, Kern COE (via
teleconference)

Additional Attendees

Kathy Hicks, DSA
Eric Bakke, LAUSD
Lisa Kaplan, SAB
Paula C. Rogers (note-taker)

Welcome

- Introductions/Acknowledgements
- Chair Opening Remarks
 - The Chair thanked the sub-group chairs and members for the impressive amount of work they have done.
 - The Facilitator reviewed the calendar, highlighting upcoming Expert Workgroup (EWG) meetings and deliverables.
 - The Chair thanked the EWG for its hard work and ongoing efforts. The facilitator provided an update on Outreach activities.

Outreach Update

- The three key findings: communication/coordination, close-out and grant adequacy.
- On October 27, 2010, the Division of State Architect (DSA) conducted an outreach workshop to explain changes in the DSA's close-out process.
- The Office of Public School Construction (OPSC) is in the process of scheduling a workshop, the date of which is to be determined. The invitation will be extended to the Department of Finance (DOF) and the California Department of Education (CDE).
- The State Allocation Board (SAB) meeting will be held on November 3, 2010.
- Agencies are committed, but there are concerns regarding how outreach will be sustained and how the group will move forward with the change of administration.
- The California Public School Construction Process Review report developed by the EWG was made available to the public and distributed to the EWG members.

The report is available online at
http://www.documents.dgs.ca.gov/opsc/PREWG/CPSC_Report.pdf

Review Priority Issues and Recommendations

The integrative EWG findings from the California Public School Construction Process Review report were reviewed by attendees and responsibilities were assigned as follows:

Lack of Communication and coordination		
Suggested Solution	Implementation/Assigned to:	Measure
Permit a DSA exception form at intake for over-the-counter approvals	Regulatory** (3 Agencies)	Availability and use of a DSA exception form for over-the-counter approvals
Create a one-stop-shop with a customer service orientation	Procedural* and Legislative*** (3 Agencies)	Creation of one-stop shop
Create an ombudsman for guidance and project assistance	Legislative*** (3 Agencies)	Creation of an ombudsman

*TIMELINE: *short-term (3-6 months) **intermediate (12-36 months) ***long term (36-60 months)*

New projects held up due to DSA project close-out issues		
Suggested Solution	Implementation/Assigned to:	Measure
Streamline documentation for new portable buildings	Legislative*** (Sohn, Hicks and Rush)	Reduction in documentation for new portable buildings
Eliminate inspection documents that are DSA specific	Procedural (Howard "Chip" Smith)	Identification of documents for elimination, regulatory changes, and elimination of documents
Provide that projects where the scope is limited to resolving health and safety issues shall not be held up due to lack of certification on a previous project	Regulatory** (Howard "Chip" Smith)	Modification for fast-track, stand alone projects to include projects with a scope limited to health and safety issues
Allow design professionals, project inspectors, or DSA field engineers to certify adequacy of construction	Legislative*** (Gaudineer and Knauss)	Design professionals, project inspectors, or DSA field engineers are certifying adequacy of construction. Creation of an established pilot program to assess performance
Require LEAs and community college districts to be the repository of project records	Legislative*** (Tom Duffy)	LEAs and community college districts acting as the repository of project records

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Concerns regarding funding adequacy		
Solution	Implementation/Assigned to:	Measure
Continue developing an accurate means of evaluating the true cost of building schools-data collection	Policy*/Procedural**-*** (Sohn and Savidge)	Availability of a larger data set and a methodology to accurately evaluate true cost of building schools

Adopt a statutorily appropriate, Class B construction cost index that includes the prevailing wage requirement utilized in California	Policy* and/or Legislative*** (Howard "Chip" Smith)	Adoption of a statutorily appropriate construction cost index that includes the prevailing wage requirement used in California
Adequately fund off-site mitigations	Policy* and Legislative*** (Hannah)	Funding of off-site mitigations at a level determined to be adequate, consistent with the Marina decision
Adopt relevant elements of the Lease Purchase Program for the SFP, including cost per square foot, site development, off-site, and service site funding	Legislative*** (Silverman, Savidge, Cowan, and two EWG members)	Incorporation of relevant Lease Purchase Program elements into the SFP, including cost per square foot, site development, off-site, and service site funding
Implement a new funding model for school infrastructure	Legislative*** (Silverman, Savidge, Cowan, and two EWG members)	Research conducted and consideration given to alternative funding models for school infrastructure. Possible implementation of a new funding model.
Adopt cost containment, best value, and life cycle measures that can be applied to school construction	Legislative*** (Silverman, Savidge, Cowan, and two EWG members)	Adoption of cost containment, best value, and life cycle measures that can be applied to school construction
Implement a new funding model for school infrastructure	Legislative*** (Silverman, Savidge, Cowan, and two EWG members)	Adopt and availability of alternative (non-bond) financing for school facility projects

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Sustainable Strategies

- Discussion occurred regarding sustainability of the process. The Vice Chair requested that a discussion of ways to sustain the process be included in the agenda for the next EWG meeting.
- The three tier model should go back to sub-groups. The EWG should have oversight for the decisions made. Everyone should come back with a solution to their assigned tasks. The EWG will then review recommendations.
- An assessment should be provided to customers to identify processes that are working well and those that are not working.
- A monthly review on the 90-day process is needed.
- The process needs to move forward and common responsibilities should be assigned to help push the process forward.
- A member of the team recommended that quarterly meetings should take place to review tasks and provide status updates.
- The process of collaboration with the SAB and the EWG is important as the group should offer public comment.

- All EWG members should return in a month to provide the status of their assignment/s.
- Subject matter experts may be needed.

Conclusion / Next Steps:

- Attend the SAB meeting on November 3, 2010 to offer public comment. Public comments should articulate the process and express the outcomes of the EWG meetings.
- Assign lead agencies on critical issues.
- EWG tasks and roles should be clearly identified.
 - Create a partnership as it relates to the plan and request feedback from stakeholders. Expanding role of agencies beyond their charge: relates to a need for clarification on the required roles of each specific agency, and which areas are outside of each agency's legal responsibility.
- As a group, the EWG will need to maintain a vested interest and create strategies on communications, outreach and recommendations.
- The EWG needs to continue discussions on how to maintain a vested interest with the changing administration.
- Continue to get the message out on the progress of the closeout project.
- Work plans should be followed as this is a group product. The report and the history of the project are important. The group can provide a best practices perspective.
- Accountability is important to the 90-day process.
- One of the primary cross-cutting issues identified in four of the six sub-groups relates to the need for collaboration and communication between all parties. The importance of collaboration to the program review itself was also discussed.
- All eleven short-term items and plans to address each one should be on the next meeting agenda for review.
- The three agencies should take the lead and have the responsibility to report and plan for two hours during the meeting to discuss. Agencies should review 72 hours prior to meeting papers being delivered.
- The first step in resolving long-term issues is to provide information and begin exploratory discussions. In addition, the strategic plan should be reviewed to assist in developing short- and long-term goals.
- Prioritization and grouping of issues should be considered.
- Begin to develop a white paper defining issues and work plan.

Future Meeting Dates

November 18, 2010
2:00 - 5:00 p.m.

December 9, 2010
9:00 -11:00 a.m.

January 13, 2010
2:00 – 5:00 p.m.