

# 2003 Advisory Actions

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**Issue Number 09:** Information from the State Allocation Board meeting held on September 24, 2003

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## Preparing for the Future



*from the desk of the executive officer*

In last month's issue of OPSC *Advisory Actions*, I summarized the astounding success of the 2002 State Bonds, Proposition 47. These unprecedented accomplishments emphasize the importance of continuing our positive momentum, working together, and of our service commitment to you.

The Office of Public School Construction (OPSC) is taking proactive steps to ensure we are ready to deliver top quality service to meet your school facility needs. An important component of that service is preparing for the future and keeping close tabs on the progress of proposed legislation that impacts school facilities. Naturally, analysis occurs throughout the entire legislative process. However, when bills are enrolled and are taking their final shape, we move into full swing. We plan ahead, conduct research, identify areas which require regulatory development, and generate discussion items with draft regulations to present at the State Allocation Board (SAB) Implementation Committee meetings. When the bill becomes law, we are ready.

For example within five days of being signed into law, we discussed the implementation of Senate Bill (SB) 15 (Alpert) regarding key Charter School Facility Program issues at the October 3rd SAB Implementation Committee meeting. If you missed the public notice for that particular meeting, there is no need to worry. We will return this and other SB 15 issues on the School Facility Program Joint Use Program to the November 7, 2003 Committee meeting to be held in Sacramento.

I welcome you to attend the SAB Implementation Committee meetings as a critical step to implementation is hearing from our customers; you! In this issue of OPSC *Advisory Actions 2003*, I encourage you to read more about this valuable stage in the process. Please view the article on page 3 entitled "Would You Like to Have a Voice in Program Changes?" for important details.

We encourage you to move ahead and file your new construction and modernization SFP applications. We are committed to helping you be prepared for March 2004. *Let us continue to work together to prepare for the future...*

Luisa M. Park, Executive Officer

## OPSC Reminders . . .

- ▶ **State Allocation Board Meetings\***  
 Wednesday, October 22, 2003  
 November 2003—No meeting scheduled  
 Wednesday, December 10, 2003
- ▶ **Implementation Committee Meetings\***  
 Friday, November 7, 2003  
 Friday, December 5, 2003  
 Thursday, January 8, 2004
- ▶ **SFP Joint Use Funding Cycle**  
 The filing dates for the SFP Joint Use Program are June 1, 2003 through May 31, 2004 to be apportioned July 2004.
- ▶ **LPP Joint Use Funding Cycle**  
 The filing dates for the LPP Joint Use Program (SB 1795) have been extended for another year and are June 1, 2003 through May 31, 2004 to be apportioned July 2004.
- ▶ **Interest Earned Report (Form SAB 180)**  
 Due quarterly (March 31, June 30, September 30 and December 31) from each county for all districts which have earned interest from the Leroy F. Greene Lease-Purchase Fund.

\*For the latest meeting dates, times and locations, check the OPSC Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov).

# Regulation Changes for Lead-Safe Schools

By Melissa Ley, OPSC Project Manager

## What's New and Why?

At its August and September 2003 meetings, the State Allocation Board (SAB) approved regulation amendments to address health and safety issues associated with lead-based paint for School Facility Program (SFP) modernization and for Deferred Maintenance Program (DMP) projects. These amendments were as a result of Chapter 1075, Statutes of 2002, Senate Bill 21 (Escutia).

## Deferred Maintenance Program

At its August meeting, the SAB approved revisions to the DMP regulations which were amended to incorporate an additional project category. The identification, sampling and analysis of building materials to determine the presence of lead containing materials is now an allowable expenditure. In order to accommodate this change, the *Five Year Plan*, Form SAB 40-20 has been revised to include the new project category and will be available for use by districts once the regulation becomes effective. It is anticipated that the regulations will be effective January 2004.

Reminder: Once the form is available on the Office of Public School Construction (OPSC) Web site, the new version must be utilized in order to certify to the new law and submit your *Five Year Plan*.

## SFP—Modernization

At its September meeting, the SAB approved regulation amendments to allow SFP modernization funds to be utilized to address health and safety issues associated with lead-based paint. The eligible expenditures include the identification, assessment, control, management, or abatement of lead.

The new law requires for any application for modernization funding submitted to the OPSC after January 1, 2004 that the district certify it has considered the potential for the presence of lead-containing materials in the modernization project and will follow all relevant standards. This new certification will be located on the *Application for Funding* (Form SAB 50-04) Page 6.

## Questions?

For additional information, you may view the proposed regulatory and form changes on the OPSC's Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov). Should you have any questions, feel free to direct SFP questions to your OPSC Project Manager and DMP questions to any of the following staff:

- ▶ Rich Sheffield, Deferred Maintenance Program Supervisor, 916.322.0329, [richard.sheffield@dgs.ca.gov](mailto:richard.sheffield@dgs.ca.gov)
- ▶ Rachel Wong, Deferred Maintenance Project Manager, 916.445.7880, [rachel.wong@dgs.ca.gov](mailto:rachel.wong@dgs.ca.gov)
- ▶ Erin Moore, Deferred Maintenance Project Manager, 916.445.2704, [erin.moore@dgs.ca.gov](mailto:erin.moore@dgs.ca.gov)

## Flash! Project Budgeting Information in Your... Breaking Ground

Many districts have requested assistance with project budgeting. We were listening. Be on the look out for your copy of the Fall Issue of *Breaking Ground*—*The OPSC/DSA Connection to California School Districts* that was mailed to you in September. In this issue of *Breaking Ground*, we are pleased to share with you several in-depth articles on developing project budgets under the State program. School facility planners are encouraged to obtain a copy of these articles to use in developing and understanding their own project needs and budgets. Valuable information is contained that will assist you and your design professional to structure your budget to make the most of State program opportunities and stretch your project dollars.



Additional copies of *Breaking Ground* can be located on our Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov). For your SFP project needs, please contact your OPSC Project Manager. We'll be happy to help!

News Flash...

# CBEDS Updates Coming Due

By Jan Moss, OPSC Project Manager

*Fall is here!* Leaves are turning from green to gold and crimson, heralding the new season and the return of children back to school! Once again, districts are busy gathering the enrollment data required for yearly California Basic Educational Data System (CBEDS) reports to submit to the California Department of Education (CDE) each October. If your district participates in the School Facility Program (SFP), this is also the perfect time for districts to submit their updated CBEDS enrollment information to the Office of Public School Construction (OPSC).

### What is the Process?

The process is a simple matter of completing a Form SAB 50-01, *Enrollment Certification/Projection*, utilizing the latest CBEDS enrollment information for the current fiscal year. By doing so, districts pave the way for future new construction funding projects. The current CBEDS information, as well as the districts' Special Day Class (SDC) enrollment and classroom distribution, is required prior to processing of any funding applications. So, be ahead of the game! Please submit your updated Form SAB 50-01 to the OPSC, and we will process your district's current CBEDS information into our Eligibility Program database. Your future projects depend on it!

### What if I am a Small School District?

Small school districts experiencing a decline in enrollment would be eligible for a three-year exemption to the CBEDS reporting requirement. Those districts would be required to report the distribution of its SDC enrollment and classrooms, if they had not previously submitted this information.

### Need Assistance?

If you need assistance completing the Form SAB 50-01 or have questions regarding your SFP eligibility, please contact your OPSC Project Manager.

# Would You Like To Have A Voice In Program Changes? ...Then We Have An Avenue For You

By Elizabeth Dearstyne, OPSC Project Manager

We would like to encourage you to take an active role in the changes being made to the various school facility programs administered by our office. The most effective way would be to attend the State Allocation Board (SAB) Implementation Committee meetings that are held monthly in Sacramento and are open to the public. The Committee is an informal body comprised of various State agencies and school facility organizations that discuss and assist our office with drafting regulations to present to the SAB as a result of legislative and administrative changes. Input from the audience also plays a very important role on the policy recommendations that are presented to the SAB.

### Where can I get meeting information?

Visit our Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov) for information on upcoming agenda items, meeting dates and locations.

### How long do the meetings last?

The meeting starts at 9:30 a.m. and concludes around 3:30 p.m.

### Helpful Hint

All the meetings are located fairly close to our office, so coming to Sacramento for an Implementation Committee meeting would be a great opportunity to visit your OPSC Project Manager to discuss current or future projects or to just drop by and say "hi".

## Inclusive of the September 24 SAB Agenda

# Proposition 47... Funds Put to Work

PROGRAM	BOND ALLOCATION	FUNDS APPORTIONED	FUNDS RELEASED/CONTRACTED	FUNDS TO BE RELEASED
New Construction	\$ 6,235,800,000	\$ 4,349,507,790	\$ 3,323,355,542	\$ 1,026,152,248
Modernization	3,294,200,000	3,293,283,944	1,812,010,398	1,481,273,546
Charter School	100,000,000	97,034,156	0	97,034,156
Energy	20,000,000	2,094,824	1,592,265	502,559
Critically Overcrowded Schools	1,700,000,000	1,697,872,847	0	1,697,872,847
Joint Use	50,000,000	16,186,513	1,613,240	14,573,273
<b>TOTAL</b>	<b>\$11,400,000,000</b>	<b>\$ 9,455,980,074</b>	<b>\$ 5,138,571,445</b>	<b>\$ 4,317,408,629</b>

## Submitting a New Construction Funding Application... You'll Want to Know This

# Newsflash! Revised "180-Day" Regulations... Your Ineligible Project Could Receive Funding

By Elizabeth Dearstyne, OPSC Project Manager

### A Little History

At a previous meeting, the State Allocation Board (SAB) requested the Office of Public School Construction (OPSC) to review the current regulation for including district funded facilities that have been provided in a district's existing classroom capacity. Regulation amendments have been approved that change the definition of when a classroom is provided with local funds, often referred to as the "180-day rule". Previously, a district's new construction baseline would be reduced by any classrooms provided that were not included in a funding application submitted to the OPSC within 180-days of signing the project's construction contract.

The OPSC developed the following amendments with the assistance of the SAB Implementation Committee, and the SAB adopted the revisions its August 2003 meeting. It is anticipated that the regulations will be in effect in January 2004. The regulations also included "grandfathering" provisions for projects that were deemed to be ineligible based on the current regulation.

### What's New

The regulations, once in effect, will permit a district to submit a complete funding application to the OPSC up until the point that the classrooms included in the construction contract are occupied, as opposed to up to 180-days of signing a construction contract under current regulation. After the date of occupancy of any classrooms in the construction contract:

- ▶ the district will be ineligible to seek new construction funding; and,
- ▶ the pupil capacity of the classrooms will be reduced from the district's available new construction eligibility.

### Grandfathering Provisions

The SAB adopted regulations that provide "grandfathering" provisions for projects that were previously affected by the "180-day rule". These provisions contemplate three different scenarios that a district could request either an eligibility adjustment or funding due to the existing regulations, as follows:

#### Eligibility Adjustments:

The regulations provide for the following adjustments:

<p><b>If...</b></p> <p>the project exceeded the 180-day rule but the district took a second reduction in their eligibility to receive State funding...</p>	<p><b>Then...</b></p> <p>the district may request an increase to the new construction baseline eligibility by the number of pupils received in the second reduction.</p>
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**If...**

the project has not received State funding and the district will be requesting funding under the provisions listed below and the pupils in the construction contract were previously reduced from the district's eligibility...

**Then...**

the district new construction baseline eligibility will be increased by the number of pupils previously reduced.

#### Funding Provisions:

A district may request new construction funding for a project that was previously ineligible for State funding because the construction contract was signed more than 180 days of submitting a funding request to the OPSC, if all the following conditions are met:

- ▶ the Approved Application meets all requirements of Chapter 12.5; and,
- ▶ the contract for the lease, lease-purchase, purchase or construction has been signed on or after January 1, 2000; and,
- ▶ the grants will be limited to actual eligible expenditures and the funding provided will be calculated based on the grant amounts at the time the construction contract was signed. The project will not be eligible to receive project savings; and,
- ▶ the district has new construction eligibility for the project. If the capacity of the project is included in the district's baseline, the district may exclude the capacity from its existing school building capacity for purposes of determining eligibility for this project; and,
- ▶ all project approvals required for a new construction funding application were obtained prior to the construction contract date.

If the application meets all criteria except the last one listed above, the district may request a case-by-case approval from the SAB.

To take advantage of these provisions, it is important that you submit either a request for an eligibility adjustment in writing to the OPSC or a funding application *within 120 days of the regulation changes becoming effective. If these provisions apply to your district, you will want to keep a close eye on when these regulations become effective.*

### Who Do I Call If I Have Questions?

As always, questions regarding SFP New Construction projects may be referred to your OPSC Project Manager. More details are also available in the SFP Regulations located on the OPSC Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov).

# Didion Joint Use Project

By Penny Baltikauski, OPSC Project Manager

The crowd was all smiles at the September 20, 2003 grand opening of the long-awaited Didion/Lewis Park Recreational Center. The nearly two million dollar project was developed through a partnership between the City of Sacramento, Sacramento City Unified School District, and the Didion/Lewis Park Recreational Center Committee comprised of members of the local community.

The completion of this project symbolizes an extremely successful model of collaboration. The community held fund raisers over the preceding years and worked hand-in-hand with the District and City to make the plan a reality. The center provides a wide variety of uses for student programs, after-school activities and a much needed facility for the entire community.

The 5,100 square foot multi-use room has a middle school length basketball court with two cross courts for practice and regulation volleyball. Bleacher seating can accommodate 100 spectators for basketball and volleyball tournaments. Inside the facility is a 1,000 square foot raised stage, a movable sound partition that allows the stage to be either opened to the multi-use room for productions, or closed for use as a separate practice area or classroom. Seating capacity of over 700 in the main room will provide adequate space for theatrical or musical productions as well as assemblies.

After hours, the City of Sacramento plans for using the multi-use room for various community activities such as basketball, senior and other aerobic classes, and ping-pong tournaments. Members of the community plan to convene Girl and Boy Scout Troops and other community meetings.

This project is another great demonstration of a “re-use of plans”. The plans were adapted to meet the needs of Didion Elementary School from the previous use of the plans for the Eureka Elementary School in the Eureka Union School District in Placer County.

Interim District Superintendent: **Chuck McCully**  
 Project Architect: **Lionakis Beaumont Design Group Inc.**  
 Contractor: **Aberdeen Burris Contractors**



**Ribbon Cutting:** Luisa Park, Executive Officer, State Allocation Board/Office of Public School Construction; Robbie Waters, City Councilmember; Darrell Steinberg, Assembly Member; Heather Fargo, Mayor, City of Sacramento; and Kathi Windheim, Community Committee Co-Chair



**Executive Officer Receives Award:** Luisa Park, Executive Officer, State Allocation Board/Office of Public School Construction; Jenny Tatge, Student Representative; and Kathi Windheim, Community Committee Co-Chair

# It's Never Too Soon to Plan Your Projects

By Valerie Lane, OPSC Project Manager

We are spreading the word! The Office of Public School Construction (OPSC) is conducting monthly district outreach visits to provide the highest level of customer service, and we would like to offer our assistance to you. The OPSC staff is here to provide valuable information regarding our various programs, in addition to helping districts prepare an application. Beyond School Facility Program (SFP) new construction and modernization, will any of the following programs benefit your district?

## Joint Use Program (SB 1795)

At its July 23, 2003 meeting, the State Allocation Board (SAB) extended the Lease-Purchase Joint Use Program for an additional year. Eligibility for this new construction project is based on an existing school site that lacks a library, gymnasium, or multi-purpose room. The OPSC is encouraging districts to submit applications on a continuous basis. We are processing these projects to the SAB on a monthly basis for "unfunded" approvals.

## Joint Use Program (AB 16)

Funds remain in the School Facility Joint Use Program. The eligibility is similar to the Lease-Purchase Joint Use Program; however, there are important contract and joint use partner contribution requirements under the School Facility Joint Use Program. There are also various types of joint use projects with specific criteria under this program. Some of the criteria and financial contribution requirements will change as a result of recent legislation; Chapter 587, Statutes of 2003, Senate Bill 15 (Alpert). Please keep close tabs on future SAB Implementation Committee meeting topics for further details.

Although the SFP Joint Use Program is subject to change, both current Joint Use programs are summarized in a side-by-side comparison on our OPSC Web site at [www.documents.dgs.ca.gov/opsc/joint-use/ju\\_prog\\_comparison.pdf](http://www.documents.dgs.ca.gov/opsc/joint-use/ju_prog_comparison.pdf).

## Critically Overcrowded School (COS) Program

The COS Program allows school districts with critically overcrowded school facilities, as determined by the California Department of Education, to apply for a preliminary apportionment for new construction projects in advance of meeting all SFP new construction program laws and regulations. The district must convert this preliminary apportionment into a SFP new construction project within four years; or five years with an approved extension.

## Charter School Program

In order to apply for funding the school district where the charter school is physically located must have available new construction eligibility. In addition, the pupils served by the charter school are providing instruction at the school site for at least 80 percent of the time; therefore, independent study, home study, distance, internet-based charters schools are not eligible to apply for funding.

This program also allows districts to apply for a preliminary apportionment for new construction projects. This enables the charter school time to receive necessary approvals from other State entities, which are required prior to converting the project to a final apportionment under the SFP. The conversion must occur within four years; or five years with an approved extension.

## Anticipated Filing and Apportionment Dates

Program	Application Filing Timelines	Anticipated Date of SAB Apportionment
Joint Use (SB 1795)	May 31, 2004	July 2004
Joint Use (AB 16)	May 31, 2004	July 2004
Critically Overcrowded Schools	January 4, 2004 through July 2, 2004*	To Be Determined
Charter School Facilities	March 15, 2004 through July 2, 2004*	To Be Determined

\*Filing Dates are Tentative

For more information regarding these programs, please contact your OPSC Project Manager.

## Fund Release Requirement Reminder

# Deferred Maintenance Extreme Hardship

By Erin Moore, OPSC Project Manager

If your district received an apportionment by the State Allocation Board for a Deferred Maintenance (DM) Extreme Hardship project on October 23, 2002, the one year timeline requirement to submit fund release documents is quickly approaching. The district must submit either the fund release package or a request for an extension by October 23, 2003 to avoid the possibility of grant rescission.

### What do I submit to request a fund release?

In order to request a fund release, the district submits to the Office of Public School Construction the *Fund Release Authorization*, Form SAB 40-23, along with the following:

- ▶ Copy of the complete bid package (including any addenda)
- ▶ Copy of the proposed or signed contract
- ▶ Plans and specifications for the project, with Division of the State Architect approval (if applicable)
- ▶ All change orders (if applicable)

If your district is unable to meet the October timeline and would like to apply for a time extension, you are encouraged to contact a DM Project Manager for immediate assistance and further instructions. A time extension for up to nine months may be approved depending on the individual circumstances of the project, and the amount of progress made to date.

As always, we are here to assist you and answer any questions you may have. Please feel free to contact either Erin Moore, DM Project Manager, at [erin.moore@dgs.ca.gov](mailto:erin.moore@dgs.ca.gov) or 916.445.2704, or Rachel Wong, DM Project Manager, at [rachel.wong@dgs.ca.gov](mailto:rachel.wong@dgs.ca.gov) or 916.445.7880 for additional information.

# Certifications Revisited

By Juan Mireles, OPSC Project Manager

When your district representative is picking up a pen to sign State Allocation Board (SAB) forms, they are encouraged to carefully review the completed form and the certifications before signing. The School Facility Program (SFP) incorporated significant modifications to the previous State school building programs. Most significantly, increased autonomy and flexibility was provided to the school districts when participating in the program. As a result, the SFP permits districts to sign application certifications in lieu of submitting supporting documentation when applying for State funding.

In Issue 06 of the Office of Public School Construction (OPSC) *Advisory Actions 2003*, articles are included regarding the importance of the certifications made on the *Application for Funding* (Form SAB 50-04) and the *Fund Release Authorization* (Form SAB 50-05). These articles list several key certifications that you are encouraged to review. There are other forms that require important certifications.

The *Enrollment Certification/Projection* (Form SAB 50-01) is an application document that requires school district representatives to sign certifications. An updated Form SAB 50-01 is required when a new construction funding application is submitted to the OPSC for a new enrollment year. Some key points relating to the certifications made by the district on this form are as follows:

- ▶ The instructions direct districts to include and exclude certain pupils from the latest California Basic Education System (CBEDS) enrollment data that is available approximately October 15th of each year. It is the district's responsibility to certify that these modifications to the CBEDS have been accounted for when filling out and signing the form.
- ▶ Another important certification deals with the request to report dwelling units to enable districts to receive an augmentation to its 5-year enrollment projection when updating for the current CBEDS. This increase to the enrollment projection gives districts greater eligibility to account for the pupils that will eventually be attending their schools as a result of these new homes. In this case, the district representative must certify that the local planning commission or approval authority has approved the subdivision map or tentative subdivision map used for the augmentation of the projection, that the map approval is still valid, that the approval authority has not expired, and that the map is currently available at the district for review by the OPSC **at the time the application is submitted**. By signing this form, the district representative is certifying that the district is able to substantiate all of the dwelling units requested on the form by providing the eligible corresponding maps upon OPSC's request.

It is important to be attentive to the information that you are certifying to when completing the forms. We recommend that you take time to familiarize yourself with the certifications on these and all other forms when applying for State funding. Maintaining appropriate supporting evidence on the onset of your project is the best way to avoid potential problems in the future.

As always, the OPSC is available to assist you when filling out the applications or with for any of your State funding needs. Please contact your OPSC Project Manager to arrange a visit to your district or here at the OPSC. You may also have a question that we are able to provide guidance quickly for you over the phone. Whichever your preference, we are pleased to be of assistance.

**Update!!**

## Lease Lease-Back Agreements and SFP Funds

By Elizabeth Dearstyne, OPSC Project Manager

At the September State Allocation Board (SAB) meeting, the Office of Public School Construction (OPSC) presented a report on the use of lease lease-back (LLB) agreements that are being completed with School Facility Program (SFP) funds. The intent of the report was to advise the SAB that projects constructed using LLB agreements have been approved under the SFP and to advise the SAB that LLB agreements are being entered into without utilizing the competitive bidding process and without following the design-build statutes. The SAB directed the OPSC to return to the Implementation Committee in November to further discuss the use of these agreements under the SFP and to report back at a future SAB meeting. Please stay tuned to OPSC's Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov) for Implementation Committee meeting information.

In the meantime, the provisions of the SFP do not preclude the use of EC Section 17406 or any valid construction contracting procedure to complete the project. However, neither the SAB nor the OPSC take a position on the legality of individual interpretations and applications of the law as it relates to any specific project. Answers to specific questions regarding SFP law as it pertains to EC Section 17406 should not be considered a validation of the methodology being contemplated. A school district using this section of law proceeds at its own risk on the advice of its own counsel.

If you have any questions regarding your SFP project, as always please feel free to contact your OPSC Project Manager.

**Progress Report...**

## Federal Renovation Program

By Lindsay Ross, OPSC Project Manager

In August, we spoke with individuals representing over 200 local educational agencies that had been apportioned funds under the Federal Renovation Program (FRP). We received positive feedback regarding the successful renovation and repair of school facilities through this program. However, there are still many school districts that have not yet applied for the release of 100 percent of their apportionment.

**Caution!**

The last date to sign contracts for services or work on FRP projects has passed, and the final date to expend funds and request reimbursement is quickly approaching. For districts with funds unreleased, the last date to do so is 180 days from the first fund release or by November 17, 2003, whichever comes first. This may be accomplished by filing the *Fund Release Authorization* (Form SAB 60-02) and the Form SAB 60-02 Attachment for the release of any remaining apportioned funds.

**Next Steps...**

Once 100 percent of the grant has been released, districts are required to submit a detailed summary of all expenditures by filing the *Expenditure Report* (Form SAB 60-03). This may be filed concurrently with the Form SAB 60-02, if requesting the final fund release, but no later than 270 days from the date of the first fund release or February 11, 2004, whichever comes first.

**Questions?**

Should you have any questions regarding the FRP, we are happy to assist you. Please contact either Lindsay Ross at 916.323.7938 or [lindsay.ross@dgs.ca.gov](mailto:lindsay.ross@dgs.ca.gov), or Chris De Long at 916.322.5263 or [chris.delong@dgs.ca.gov](mailto:chris.delong@dgs.ca.gov). For questions regarding expenditure reports, please contact Estella Gomez at 916.324.4567 or [estella.gomez@dgs.ca.gov](mailto:estella.gomez@dgs.ca.gov).

**Important SFP Joint Use Program Update...**

## Don't Hold On To Those Plans!

By Aneida Ramirez, OPSC Project Manager

The New Year is quickly approaching and so are the changes to the School Facility Joint Use Program. If you are planning to submit a joint use funding application for pupil academic achievement, you will need to be aware of and meet grandfathering provisions in order to qualify for funding. Chapter 587, Statutes of 2003, Senate Bill 15 (Alpert) provides for a pupil academic achievement facility only if the plans for the facility have been accepted by the Division of the State Architect (DSA) prior to January 1, 2004.

Remember, all application types for SFP joint use funding can be submitted through May 31, 2003 for the July 2004 funding cycle. If your joint use project is for academic achievement, don't let the ball at Times Square fall before those academic achievement construction plans have been submitted to and accepted by the DSA!

Have questions? Please contact your OPSC Project Manager for further information regarding the School Facility Joint Use Program.

**Important!**

# Keeping Your District Representative Information Up-To-Date

By Dawn Barnhisel, OPSC Project Manager

Time is money, and information can be priceless. Keeping your projects moving and your district informed can only happen if we work together. And sometimes, it's the little things that can make a difference. Does your district receive correspondence addressed to an individual who no longer works in the capacity of your District Representative? If so, this is an indication that the Office of Public School Construction (OPSC) has not received the information from your district necessary to update its database.

## Why does this matter?

The importance of keeping your District Representative information up-to-date is threefold:

- ▶ If information is not updated with regard to your district personnel, then there may be delays in moving your projects forward as we wait for important responses from your district regarding your projects.
- ▶ The district, its school board, and the OPSC need to be assured that the District Representative of record is the party authorized to act on behalf of your district.
- ▶ Your district may miss out on important information that can save your district time, money, or difficulties on current and future projects.

## How can a district make sure OPSC has the current District Representative information in its database?

If you are not sure whether the District Representative information that the OPSC has in its database is correct, finding out is easy. You can either contact your OPSC Project Manager, or visit our Web site at [www.opsc.dgs.ca.gov](http://www.opsc.dgs.ca.gov). If you visit our Web site, select any of your district's projects using the Project Tracking System. Your District Representative's name is listed near the top left hand of the Project Summary page, just under the site information.

## What is the process to update my District Representative information?

If you find that you need to update your District Representative information, locate Form SAB 50-03, *Eligibility Determination*, on the OPSC Web site. Complete the form with the following information:

- ▶ In the form header, identify the school district's name, address, 5-digit district code, and the high school attendance area number (if applicable).
- ▶ In Part I, identify the names, telephone number and e-mail address of your District Representative(s). Please pay special attention to the exact e-mail address for the representative.
- ▶ In the Certification section at the bottom of the form, fill in the school board resolution date on which the new representative was appointed.
- ▶ Finally, the newly authorized District Representative signs and dates the form.

Submit the completed Form SAB 50-03 to the OPSC, directed to your Project Manager, at:

Office of Public School Construction  
1130 K Street, Suite 400  
Sacramento, CA 95814

Upon receipt, we will take care of updating our database, and future correspondence will be addressed to the correct person. If a new Superintendent joins your district, but is not an authorized District Representative, it is not necessary to submit a Form SAB 50-03 to make the change. Simply write a letter notifying the OPSC of the change, and we will update our database accordingly.

## Status of Funds

PROGRAM	BALANCE AVAILABLE AS OF SEPTEMBER 24, 2003
<b>PROPOSITION 47</b>	
<b>New Construction</b>	
New Construction	\$ 1,859.2
Charter School	0.5
Energy	13.5
<b>Modernization</b>	
Modernization	0.8
Energy	4.5
Critically Overcrowded Schools	2.1
Joint Use	33.8
	\$ 1,914.4
<b>TOTAL PROPOSITION 47</b>	
<b>PRIOR BOND FUNDS</b>	
Contingency Reserve	26.0
AB 191	0.0
	\$ 26.0
	<b>Prior Bond Funds Subtotal</b>
	\$ 26.0
<b>TOTAL PROPOSITION 47 AND PRIOR BOND FUNDS</b>	
	\$ 1,940.4

**Notes:** Amounts shown above are in millions of dollars.  
The SAB funded \$1,431,794.61 for the Deferred Maintenance Program.

September 24, 2003

## LPP Projects—Construction Cost Indices

INDEX	RATE
<b>Class "B" Buildings</b>	<b>1.47</b>
<b>Class "D" Buildings</b>	<b>1.48</b>
<b>Furniture and Equipment</b>	<b>1.42</b>
<b>Historical Savings Index</b>	<b>8.25</b>

### Index Definitions

**Class "B" Buildings:** Constructed primarily of reinforced concrete, steel frames, concrete floors and roofs.

**Class "D" Buildings:** Constructed primarily of wood.

**Furniture and Equipment:** An index based on an adjustment factor obtained quarterly from the Marshall & Swift Company.

**Historical Savings Index:** An index derived quarterly from the SAB approved new construction (growth) contract bids. It is the percentage difference between the SAB/OPSC generated construction allowance and the approved contract bid.

Copies of the applicable SAB actions, proposed regulations, and additional information can be located on the OPSC Web site at <http://www.opsc.dgs.ca.gov>. Should you have questions or need any additional information regarding the contents of this advisory, please contact your project manager.

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