

**CONTRACTS - CONSTRUCTION**

*References: Education Code Section 81800;*

*Public Contract Code Sections 20650 et seq. and 22000 et seq.*

The Vice President for Business and Financial Affairs, shall be responsible for the planning and programming of new construction, alterations and repairs of existing plants, and leasing of facilities that require state approval. This includes the planning and programming of College District-initiated new construction, additions to existing plants, and major alterations and repairs of buildings and grounds.

The Vice President for Business and Financial Affairs shall be responsible for preparation of drawings and specifications for new buildings, leased facilities, additions, major alterations and improvements of buildings and grounds together with estimates of costs.

The preliminary drawings, which shall cover all proposed facilities together with construction cost estimates, shall be submitted to the Governing Board for approval and authorization to proceed with the working drawings and specifications. Upon completion, the working drawings, specifications and revised cost estimates, if any, will be submitted for approval to the California Community College Chancellor's Office and the State Department of General Services as required by statute in the name of the Governing Board.

The final working drawings and specifications, approved by the State Department of General Services and the California Community College Chancellor's Office, together with revised estimates, if any, shall then be submitted to the Governing Board for adoption.

The letting of contracts for construction shall comply with procedures of the College District regarding contracts that exceed the statutory minimums for competitive bidding. (See AP 6340 titled Bids and Contracts)

See Administrative Procedure 6330 and Board Policy 6330.

Office of Primary Responsibility: Vice President for Business and Financial Affairs