

The vice president, administrative services, 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-initiated new construction, additions to existing plants, and major alterations and repairs of buildings and grounds.

The vice president, administrative services, 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 board of trustees 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 State Chancellor's Office and the State Department of General Services as required by statute in the name of the board of trustees.

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

The letting of contracts for construction shall comply with procedures of the district regarding contracts that exceed the statutory minimums for competitive bidding.

As allowed under Public Contract Code Section 3400, when issuing bids for equipment and systems that will be installed into district buildings, if the district makes a finding that a particular material, product, thing, or service is designated by specific brand or trade name for the purpose of matching other products or systems in use on a particular public improvement either completed or in the course of completion or if the necessary material, product, thing, or service is only available from one source, the district is not required to use the words "or equal" in the bid specifications when calling out for said brand or trade name.

If certain products, brands, and services have been determined by the district to have standards for which no equal would be allowed, due to standardization and compatibility with existing district systems, then the district will adopt resolutions specifying such products, brands, and services that can be called out in bid specifications by specific brand or trade name without using the words "or equal". Such resolutions will be

effective until a revision is made and then will be evaluated by the district and a recommendation will be made to the board to either re-adopt or discontinue the use of the designated products/brands.

The board shall identify specific individuals with signatory authority for construction contracts and only those specific individuals can bind the district contractually.

The board shall identify specific individuals with signatory authority for change orders to construction contracts and only those specific individuals can bind the district contractually

The district, solely at its discretion, may utilize the standards and procedures under the "Uniform Public Construction Cost Accounting Act", which provides an alternative method for the bidding of public works projects by public entities up to certain dollar limitations.

The letting of contracts for construction shall comply with procedures of the district regarding contracts that exceed the statutory minimums for competitive bidding.

See Administrative Procedure 6340.