



Capital Outlay Program – Comprehensive District Master Plan

The superintendent/president will ensure that the district has a comprehensive district master plan that includes a comprehensive facilities master plan. The comprehensive facilities master plan will normally be updated every five years, and its contents will include the following components:

- A. Preventative and scheduled maintenance for major facilities and infrastructure.
- B. New facilities and infrastructure.
- C. Major modernization and conversion projects.
- D. Technology.
- E. Roads and parking.
- F. Sustainability.
- G. Way finding.
- H. Design standards and guidelines.

Capital Outlay Program – Five Year Capital Construction Plan

The superintendent/president will annually report to the board of trustees and to the State Chancellor.

F. District-wide capacity/load ratios.

G. District-wide supporting detail.

Conversion and Modernization of Buildings

Proposals for the conversion, modernization, expansion, and repurposing of existing district buildings will normally come through either the master planning process or program review. Such proposals will be reviewed and prioritized by the Budget and Planning Committee and recommendations will be forwarded to the Administrators Committee for the development of a recommendation to the superintendent/president. The Budget and Planning Committee shall develop the necessary procedures, processes, and forms to ensure that all proposals are evaluated within the framework of and total cost of ownership issues are taken into consideration.

The district may use state funds earmarked for capital outlay to acquire an existing government-owned or privately-owned building and to pay the necessary costs of converting such a building to community college use if all of the following criteria apply:

- A. The building was constructed as, and continues to qualify as, a school building, as provided by Education Code Sections 81130 et seq., or the building is determined to have, or is rehabilitated to an extent that it is determined to have, a pupil safety performance standard that is equivalent to that of a building constructed pursuant to Education Code Sections 81130 et seq. The determination of the pupil safety performance standard must meet all of the requirements of Education Code Section 81149(a)(1) and (2).
- B. The total cost of purchasing and converting the existing building to community college use is not greater than the estimated cost of constructing an equivalent building.
- C. The land associated with the building will be owned by, or controlled through a long-term lease of at least 50 years by the district.
- D. The district has complied with facility site review guideline recommendations of the California Postsecondary Education Commission pursuant to Education Code Section 66904.

The funding for the purchase and conversion of an existing building does not supersede funding for facilities that have previously been prioritized by the Board of Governors and are awaiting state funding.

Contracts

Construction contracts will be let in accordance with Administrative Procedure 6350, Contracts Construction, and will comply with applicable laws relating to public works and district construction manuals and standards.

Sustainability

The district shall consider the cost/benefit of maximizing the sustainability of all facilities projects and will make every fiscally responsible effort to minimize the total environmental impact of all capital projects.