

Rancho Santiago Community College District
ADMINISTRATIVE REGULATION
Chapter 6
Business and Fiscal Services

AR 6600 Capital Construction

Reference(s):

Education Code 81005, 81820
Title 5, Section 57150 et seq.

The Assistant Vice Chancellor of Facility Planning, District Construction and Support Services is responsible for ensuring the preparation, review, and submittal of the district's Five Year Construction Plan in accordance with California Community College guidelines and BP 6600.

The Board of Trustees provides to district staff the authority to approve construction change orders, as follows:

1. Authority be given by the Board to management of the district to approve change order requests:
 - a. Staff will review and evaluate Change Order requests and make recommendations to the Vice Chancellor, Business Operations and Fiscal Services
 - b. The Vice Chancellor, Business Operations and Fiscal Services (or designee) shall have authority to approve cumulative change orders up to 10% of the contract value
 - c. Change orders will become a ratification process by the full Board of Trustees, thereby avoiding any construction delays.

2. The Board shall form an ad-hoc committee to evaluate change orders as follows:
 - a. The ad-hoc committee appointed by chair (or designee) will be comprised of at least two (2) Board members to evaluate change orders
 - b. The role of the ad-hoc committee will be to review change order requests in association with district personnel, architects, engineers, contractors and other external professionals, as necessary
 - c. Approval of change orders will become a ratification process by the full Board of Trustees

Responsible Manager: Assistant Vice Chancellor of Facility Planning, District Construction and Support Services

Revised: September 15, 2014(Previously AR 3504 and AR 3506)