

Date: June 13, 2017  
From: PMO Design Team  
To: College Project Directors & Roundtable Attendees  
Subject: **DSA & PMO Design Communications and Updates**

In order to keep the CPT and Program up to date, the Design Group will provide the latest DSA communications at the monthly Roundtable Meetings. Following the meeting, a copy of this handout will be posted to the website and can be accessed using the link below:

<http://www.buildlaccd.org/contractors-bidders/projectresources>

Attached you will find copies of either recent communications from DSA and/or the PMO Design Group .

<u>Date</u>	<u>From</u>	<u>Subject</u>
06-13-17	C.NeVille	DSA's New Plan Review Appointment Process Eliminates Bin Time

- Please note that any DSA Bulletins/Forms/Publications are provided only as FYIs. It is recommended that you always access the DSA website for up to date forms,etc.  
<http://www.dgs.ca.gov/dsa/Forms.aspx>  
<http://www.dgs.ca.gov/dsa/NewsEvents.aspx#899>  
<http://www.dgs.ca.gov/dsa/Resources/pubs.aspx>

Available to answer your questions are:  
Design Group Manager [Daynard.Tullis@build-laccd.org](mailto:Daynard.Tullis@build-laccd.org)  
DSA Contact [catherine.annNeVille@build-laccd.org](mailto:catherine.annNeVille@build-laccd.org)  
College Project DSA & Design Issues - your designated RDL



## **DSA's New Plan Review Appointment Process Eliminates Bin Time**

The Division of the State Architect (DSA) is pleased to announce the upcoming implementation of an appointment-based process for project submittal. If the project submittal contains all necessary information and documents, plan review will immediately commence on the scheduled submittal date. This new process eliminates the “bin time” when complete plan submittals sat idle while awaiting assignment to a DSA plan reviewer.

DSA expects to begin scheduling project submittal appointments in early July, with the first appointments held in mid-August.

Since DSA's current bin time is four to six weeks, this new process allows design professionals an extra four to six weeks to work on project plans. Elimination of the current bin time also results in significant individual and cumulative cost savings to clients and school districts by avoiding inflationary cost escalations.

Under the previous system, plans delivered to DSA waited for an intake review to ensure the package was complete, and then waited in a queue for approximately four to six weeks until the plans could be reviewed. DSA's new process maximizes clients' time because plans may be worked on and developed right until the agreed-upon submittal date.

This process applies to all projects other than those eligible for over-the-counter plan review. DSA will release further information and procedures within the next few weeks. Additionally, DSA will conduct a regional series of stakeholder outreach meetings commencing in fall 2017. We look forward to implementing these improvements with you.

Please direct any questions to [DSACommunication@dgs.ca.gov](mailto:DSACommunication@dgs.ca.gov).