

# ADMINISTRATIVE REGULATION 6600

SOUTH ORANGE COUNTY  
COMMUNITY COLLEGE DISTRICT

BUSINESS AND FISCAL AFFAIRS

## CAPITAL CONSTRUCTION

### I. CAPITAL OUTLAY PROGRAM

The Vice Chancellor, Business Services will annually report to the Board and to the State Chancellor's Office a five-year capital outlay program. The program will consist of the plans of the District concerning its future academic and student service programs, and the effects of such programs on construction needs.

Specifically, the five-year capital outlay program will include the following:

- a. Current enrollment capacity (classrooms and laboratories) expressed as weekly student contact hours (WSCH);
- b. District-wide and college office, library, and supporting facility capacities;
- c. Project intent and scope of future academic and student services construction needs resulting from program needs;
- d. Instructional delivery locations;
- e. Inventory of owned land;
- f. District-wide priority lists;
- g. District-wide and college capacity/load ratios; and
- h. District-wide and college instructional staff FTE.

### II. CONTRACTS

Construction contracts will be let in accordance with Board Policy 6340 – *Purchasing, Contracts, and Bids* and will comply with applicable laws relating to public works.

### III. CONVERSION OF BUILDINGS

State funds earmarked for capital outlay financing may be used to acquire an existing government-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 student safety performance standard that is equivalent to that of a building constructed pursuant to Education Code Sections 81130 et seq. The

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determination of the student 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 construction of an equivalent building.
- c. The land associated with the building will be owned, or controlled through a long-term lease of at least 50 years, by the District.
- d. The District has complied with facility site review procedures and guideline recommendations pursuant to Education Code Section 66904.
- e. 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.

*References:*

*Education Code Sections 66904, 81005, 81130 et seq., 81149(a)(1) and (2), and 81820-23  
California Code of Regulations, Title 5, Sections 57150 et seq.  
Accreditation Standard 3.8*

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