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**DSA**  
DIVISION OF THE STATE ARCHITECT  
DEPARTMENT OF GENERAL SERVICES

## DSA CONSTRUCTION OVERSIGHT

Central Valley  
Facility Planner Meeting  
December 6, 2023

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### Introduction

- 1933 Long Beach Earthquake
- The Field Act of 1933 established the Office of the State Architect – now the Division of the State Architect – which is charged with developing design standards, quality control procedures, and requires that all school buildings within the State of California be designed by registered architects or structural engineers.
- DSA provides plan review and construction oversight services to ensure that public school facilities meet minimum standards for structural safety, fire and life safety and access compliance
- DSA works with the Building Standards Commission on ongoing development of building codes and standards
- DSA has authority over Implementation of 2022 California Building Standards Code/Title 24

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### DSA Construction Oversight Program

- Purpose
  - To ensure the delivery of code compliant projects under the Field Act.
- Regulations for Public Schools K-12 and Community Colleges
  - California Administrative Code (CAC) Title 24, Part 1, Sections 4-330 through 4-344
    - Observation and Inspection of Construction
    - Project Inspector Certification and Laboratory Evaluation and Acceptance program
    - Supervision by DSA
    - Structural tests and special inspections
    - Duties of various parties: Design Professionals, Project Inspectors, Contractors
- Procedures:
  - DSA Publication, PR 13-01 Construction Oversight Process
    - DSA Inspection Cards completed by Project Inspectors
    - Verified Reports by Design Professionals, Special Inspectors, Lab of Record, Project Inspector
    - Other forms and procedures during the construction phase

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### Important Forms for DSA Field Engineer

- DSA 5-PI (AI/SI/IPI): Approval of project inspector (assistant inspector, special inspector, in-plant inspector)
- DSA 102-IC: Start of construction, inspection cards, DSA Box setup and access
- DSA 151: Notifications by Project Inspector
- DSA 152: Inspection Cards
- DSA 155: Semi-Monthly Reports by Project Inspector
- Laboratory tests and special inspection reports
- DSA 154: Deviation Notice
- DSA 6 PI (AE): Verified Report by Project Inspector (Design Professionals)
- DSA 291/292: Verified Report by LOR/special inspectors
- DSA 293: Verified Report by Geotechnical Engineer
- DSA 108/109: Change in Design Professional/ Geotechnical Engineer

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### Project Certification

- Project certification is the process that DSA uses to determine that the constructed project complies with the codes and regulations governing school construction.
- DSA Slogan....  

- Procedure
  - DSA Publication, PR 13-02 Project Certification Process

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### Key Elements of Project Certification

- Initiation of Project Certification Phase by DSA Field Engineer
  - The project is occupied or in use
  - Construction activity has been suspended or abandoned for a period of one year
- Examination of the DSA Project File for Certification
  - Final Verified Reports
  - Post-Approval Construction Documents
  - Construction of Required Scope
  - Construction Compliance
  - DSA 168 Statement of Final Actual Project Costs serves as "Notice of Completion"
  - Reconcile Required Fees Paid to DSA



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### Questions Regarding DSA Construction Oversight

- Contact the assigned DSA Field Engineer
- DSA Sacramento Field Services Team Supervisor  
Stephen Ito  
Phone: (916) 327-8440  
Email: [stephen.ito@dgs.ca.gov](mailto:stephen.ito@dgs.ca.gov)
- DSA Sacramento Regional Manager  
Harlan Reymont  
Phone: (916) 323-3775  
Email: [harlan.Reymont@dgs.ca.gov](mailto:harlan.Reymont@dgs.ca.gov)

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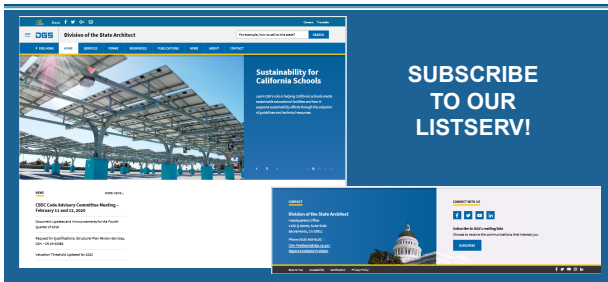
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### STAY INFORMED



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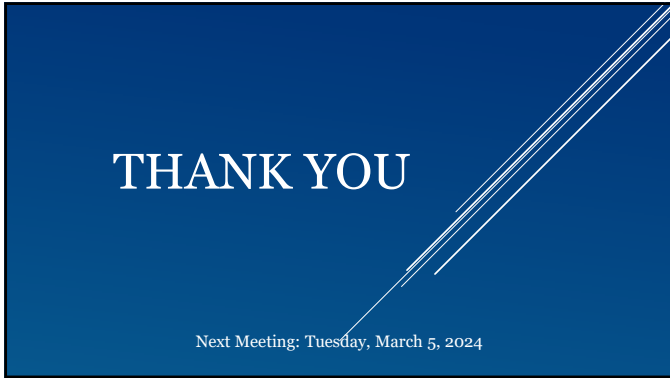
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