

# California Uniform Construction Cost Accounting Commission

## Meeting Agenda

June 8, 2011  
10:00 AM to 3:00 PM

Teleconference Number: (877) 771-7176

### Locations

California State Controller's Office  
3301 C Street, Suite 750  
Sacramento, CA 95816

Shellmaker Inc.  
837 West 17<sup>th</sup> St  
Costa Mesa, CA 92627

Moreno Valley USD-Purchasing Department  
25634 Alessandro Blvd.  
Moreno Valley, CA 92553

Ventura County Government Center  
800 South Victoria Ave  
Ventura, CA 93009

1. **Call to Order**
2. **Introductions**
3. **Oath of Office**
4. **Approval of the Minutes for the Meeting of March 30, 2011**
5. **Commission Update**
  - a. Report on new participating agencies
  - b. Funding update
  - c. Controller's adoption of the new informal bid limit
6. **Public Comment**

(Limit of five minutes, unless the item you are addressing is on the agenda. If the item is on the agenda, notify the chair and you will be recognized at that time.)
7. **Staff Comments/Requests**

Staff Update  
AB 720 & AB 943  
Recent changes to the UPCCAA

# California Uniform Construction Cost Accounting Commission

Commission vacancies

Solicit input from Commissioners for potential improvements to webpage

## 8. Commissioner Comments/Requests/Questions

William Dildine: Discussion on the length of term for Commissioners

## 9. Old Business

Account Review: The Commission will review the request for an account review of the Groveland Community Services District Lift Stations Improvement Project and consider further action.

Fundraising Solicitation Letter: The Commission will review a draft of a letter soliciting for donations and consider approving it for distribution.

## 10. New Business

Proposed Changes to the Manual: The Commission will consider adopting proposed changes to the *Cost Accounting Policies and Procedures Manual*. The Commission will also discuss the need for further revisions of the *Manual*.

New Officers: The Commission will elect new officers who will take office on February 1, 2012.

## 11. Annual Report to the Legislature

## 12. Next Meeting

## 13. Adjournment

If you would like further information regarding this meeting or require special accommodation for attending this meeting, please contact:

State Controller's Office  
Local Government Programs and  
Services Divisions Local Government  
Policy Section  
LocalGovPolicy@sco.ca.gov

# Participating Agencies

## Agency Type: City

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City of Adelanto	City of Corcoran
City of Alameda	City of Corning
City of Anderson	City of Corona
City of Angels	City of Coronado
City of Antioch	City of Corte Madera
City of Arcata	City of Costa Mesa
City of Arroyo Grande	City of Cupertino
City of Artesia	City of Davis
City of Atascadero	City of El Centro
City of Atwater	City of El Monte
City of Auburn	City of El Segundo
City of Azusa	City of Emeryville
City of Belmont	City of Fairfield
City of Belvedere	City of Farmersville
City of Benicia	City of Fontana
City of Beverly Hills	City of Fort Bragg
City of Blue Lake	City of Foster City
City of Bradbury	City of Fountain Valley
City of Brea	City of Fremont
City of Brentwood	City of Fullerton
City of Brisbane	City of Galt
City of Buellton	City of Garden Grove
City of Burlingame	City of Goleta
City of California City	City of Gonzales
City of Calistoga	City of Greenfield
City of Camarillo	City of Gridley
City of Campbell	City of Gustine
City of Canyon Lake	City of Half Moon Bay
City of Carlsbad	City of Hawthorne
City of Carpinteria	City of Hemet
City of Cathedral	City of Highland
City of Ceres	City of Hillsborough
City of Chino Hills	City of Hughson
City of Chowchilla	City of Imperial Beach
City of Claremont	City of Indio
City of Cloverdale	City of Industry
City of Coachella	City of Ione
City of Colma	City of Irvine
City of Colusa	City of Kernan

**Agency Type: City**

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City of La Verne	City of Redlands
City of Lafayette	City of Rio Dell
City of Laguna Hills	City of Rio Vista
City of Laguna Niguel	City of Riverbank
City of Lake Forest	City of Rohnert Park
City of Lancaster	City of Ross
City of Larkspur	City of San Carlos
City of Lathrop	City of San Clemente
City of Lompoc	City of San Gabriel
City of Los Altos Hills	City of San Jacinto
City of Los Banos	City of San Joaquin
City of Lynwood	City of San Juan Capistrano
City of Martinez	City of San Luis Obispo
City of Menifee	City of San Marino
City of Menlo Park	City of San Pablo
City of Mill Valley	City of Santa Clarita
City of Monte Sereno	City of Santa Fe Springs
City of Moorpark	City of Santa Maria
City of Moraga	City of Santa Paula
City of Moreno Valley	City of Saratoga
City of Morro Bay	City of Scotts Valley
City of Murrieta	City of Seaside
City of Norwalk	City of Simi Valley
City of Novato	City of Solvang
City of Oakdale	City of Sonoma
City of Orange	City of South El Monte
City of Orinda	City of South Gate
City of Oxnard	City of South San Francisco
City of Pacifica	City of Suisun City
City of Palm Springs	City of Susanville
City of Patterson	City of Tehama
City of Perris	City of Temecula
City of Pico Rivera	City of Thousand Oaks
City of Pittsburg	City of Tiburon
City of Pleasant Hill	City of Tracy
City of Pleasanton	City of Turlock
City of Portola	City of Tustin
City of Rancho Mirage	City of Twentynine Palms
City of Rancho Palos Verdes	City of Ukiah
City of Rancho Santa Margarita	City of Vacaville
City of Redding	City of Victorville

**Agency Type: City**

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City of Villa Park  
City of Vista  
City of Walnut  
City of Watsonville  
City of West Covina  
City of West Hollywood  
City of Westlake  
City of Willits  
City of Woodland  
City of Woodside  
City of Yorba Linda  
City of Yountville  
City of Yuba City  
City of Yuccaipa  
City of Yucca Valley  
Crescent City  
El Paso de Robles

**City Total: 177**

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**Agency Type: Community College District**

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Cabrillo Community College District  
Chabot-Las Positas Community College District  
Chaffey College Community College District  
Citrus Community College District  
College of the Sequoias Community College District  
Compton Community College District  
Contra Costa Community College District  
Desert Community College District  
Kern Community College District  
Los Angeles Community Colleges District  
Mendocino-Lake Community College District  
Merced Community College District  
MiraCosta Community College District  
Monterey Peninsula Community College District  
Mt. San Antonio Community College  
Mt. San Jacinto Community College District  
Napa Valley College  
Ohlone Community College District  
Palomar Community College District  
Rancho Santiago Community College District  
Riverside Community College District  
San Bernardino Community College District  
San Luis Obispo Community College District  
San Mateo County Community College District  
Santa Clarita Community College District  
Santa Rosa Junior College District  
Shasta-Tehama-Trinity Joint Community College District  
Sierra Joint Community College District  
Siskiyou Joint Community College District  
West Hills Community College District  
West Kern Community College District  
West Valley - Mission Community College District

**Community College District Total: 32**

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**Agency Type: County**

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Alpine County  
Butte County  
Calaveras County  
Contra Costa County  
County of Napa  
Del Norte County  
El Dorado County  
Fresno County  
Glenn County  
Humboldt County  
Imperial County  
Kings County  
Lake County  
Madera County  
Marin County  
Mendocino County  
Mono County  
Orange County  
Riverside County  
Sacramento County  
San Bernardino County  
San Luis Obispo County  
San Mateo County  
Santa Barbara County  
Santa Clara County  
Shasta County  
Sonoma County  
Stanislaus County  
Trinity County  
Tulare County  
Tuolumne County  
Ventura County  
Yolo County  
Yuba County

**County Total: 34**

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**Agency Type: School District**

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Alisal Union School District	Delano Union School District
Alta Vista Elementary School District	Denair Unified School District
Alum Rock Union Elementary School District	Dinuba Unified School District
Anderson Union High School District	Dublin Unified School District
Antelope Valley Joint Union High School District	Eastern Sierra Unified School District
Antioch School District	Empire Union School District
Apple Valley Unified School District	Escalon Unified School District
Armona Union Elementary School District	Eureka Union School District
Atwater Elementary School District	Evergreen School District
Auburn Union Elementary School District	Evergreen Union Elementary
Bakersfield City School District	Exeter Union High School District
Barstow Unified School District	Exeter Union School District
Beaumont Unified School District	Fairfield-Suisun Unified School District
Bend Elementary School District	Fallbrook Union High School
Berkeley Unified School District	Folsom Cordova Unified School District
Big Pine Unified School District	Fontana Unified School District
Brentwood Union School District	Franklin-McKinley School District
Bret Harte Union High School District	Fresno County Office of Education
Briggs Elementary School District	Fruitvale Elementary
Buena Vista Elementary School	Garvey School District
Butte County Office of Education	Gilroy Unified School District
Byron Union Elementary	Gold Trail Union School District
Calistoga Joint Unified	Gravenstein Union Elementary
Cambrian School District	Great Valley Charter School
Campbell Union School District	Greenfield Union School District
Cardiff School District	Grossmont Union High School District
Castro Valley Unified School District	Hayward Unified School District
Center Joint Unified School District	Helendale School District
Chaffey Joint Union High School District	Hemet Unified School District
Chico Unified School District	Hermosa Beach School District
Clovis Unified School District	Hesperia Unified School District
Coast Union High School District	Hickman Community Charter District
Colton Joint Unified School District	Hollister School District
Columbia Union School District	Hughson Unified School District
Compton Unified School District	Jefferson School District
Conejo Valley Unified School District	Jefferson Union High School District
Contra Costa County Office of Education	John Swett Unified School District
Corcoran Unified School District	Joint Union School District
Cutler-Orosi Joint Unified School District	Keppel Union School District
Del Norte County Unified School District	Kern Union High School District
Delano Joint Union High School District	Keyes Union School District



**Agency Type: School District**

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King City Joint Union High School District	Moreno Valley Unified School District
King City Union School District	Mountain View-Los Altos Union High School District
Kings Canyon Joint Unified	Mountain View-Whisman School District
Kings County Office of Education	Mt. Diablo Unified School District
Kings River Union Elementary School District	Murrieta Valley Unified School District
Laguna Beach Unified School District	Nevada Joint Union High School District
Laguna Salada Union Elementary	New Haven Unified School District
Lake Elsinore Unified School District	Newark Unified School District
Lakeside Union School District	Newhall School District
Lancaster School District	Norris School District
Las Virgenes Unified School District	North Monterey County Unified School District
Latrobe School District	Oak Grove Elementary School District
Lemoore Union High School District	Oakdale Joint Unified School District
Liberty Elementary School	Oakland Unified School District
Liberty Elementary School District	Oakley Union Elementary School District
Linden Unified School District	Ocean View School District
Lindsay Unified School District	Ocean View School District
Loma Prieta Elementary School District	Ocean View School District
Los Banos Unified School District	Ontario-Montclair School District
Los Gatos Unified School District	Oro Grande Elementary School District
Los Gatos-Saratoga High School District	Oxnard Elementary School District
Los Molinos Unified School District	Oxnard School District
Lucerne Valley Unified School District	Oxnard Union High School District
Lucia Mar Unified School District	Pajaro Valley Unified School District
Lynwood Unified School District	Palm Springs Unified School District
Madera Unified School District	Palmdale School District
Manteca Unified School District	Palo Alto Unified School District
Maricopa Unified School District	Panama-Buena Vista Union School District
Martinez Unified School District	Parlier Unified School District
Menlo Park City School District	Pasadena Unified School District
Merced City School District	Paso Robles Joint Unified School District
Merced County Office of Education	Perris Union High School District
Metropolitan Education District	Piner-Olivet Union School District
Middletown Unified School District	Pittsburg Unified School District
Milpitas Unified School District	Placer County Office of Education
Modesto City School District	Placer Union High School District
Modoc Joint Unified School District	Pollack Pines Elementary School District
Modoc Joint Unified School District	Ravenswood City Elementary School District
Monterey Peninsula Unified School District	Red Bluff Joint Union High School District
Moraga School District	Red Bluff Union School District
Moreland School District	Redwood City School District

**Agency Type: School District**

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Reef-Sunset Unified School District	Silver Valley Unified School District
Rescue Union School District	Snowline Joint Unified School District
Rialto Unified School District	Soledad Unified School District
Richgrove Elementary School District	Somis Union School District
Richland School District	Sonoma Valley Unified School District
Rincon Valley Union Elementary School District	Sonora Union High School District
Rio School District	Soquel Union Elementary School District
Riverside Unified School District	South Bay Union School District
Rosedale Union School District	South Pasadena Unified School District
Roseland School District	Spencer Valley School District
Roseville City School District	Springville Union School District
Rowland Unified School District	Standard School District
Sacramento City Unified School District	Stanislaus County Office of Education
Salinas City Elementary School District	Stockton Unified School District
San Bruno Park School District	Summerville Union High School District
San Carlos Elementary School District	Sundale Union Elementary School District
San Jacinto Unified School District	Tahoe Truckee Unified School District
San Jose Unified School District	Tehachapi Unified School District
San Juan Unified School District	Templeton Unified
San Lorenzo Unified School District	Tracy Unified School District
San Luis Coastal Unified School District	Tulelake Basin Joint Unified School District
San Luis Obispo County Office of Education	Twin Rivers Unified School District
San Marino Unified School District	Twin Rivers Unified School District
San Mateo-Foster City School District	Two Rock Union Elementary School
San Miguel Unified School District	Valley Center-Pauma Unified School District
San Pasquel Union School District	Victor Elementary School District
San Rafael City Elementary School District	Victor Valley Union High School District
San Rafael City High School	Visalia Unified School District
San Ramon Valley Unified School District	Visalia Unified School District
Santa Barbara School Districts	Walnut Creek Elementary School
Santa Clara Unified School District	Walnut Creek School District
Santa Cruz City Schools	Waugh Elementary School
Santa Maria Joint Union High School District	Weaver Union School District
Santa Maria-Bonita School District	Windsor Unified School
Santa Monica-Malibu Unified School District	Woodlake Union Elementary School District
Santa Paula Elementary School District	Woodlake Union High School District
Saugus Union School District	Yuba City Unified School District
Sequoia Union High School District	Yuba County Office of Education
Sierra Sands Unified School District	
Sierra Unified School District	
Silver Fork School District	

**School District Total: 243**

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**Agency Type: Special District**

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Alameda County Resource Conservation District	Fulton-El Camino Recreation & Park District
Alameda County Waste Management Authority	Gilsizer Drainage District
American River Fire Protection	Glenhaven Lighting District
American River Flood Control District	Golden Hills Community Services
Anderson Springs Lighting District	Groveland Community Services District
Arden Manor Recreation and Park District	Hamilton Branch Community Services
Arden Park Recreation & Park	Happy Camp Community Services
Bethel Island Fire Protection	Honey Lake Valley Resource Conservation
Brooktrails Community Services	Humboldt Waste Management Authority
Calaveras Public Utilities	Irish Beach Water District
California Fair Services Authority	Isla Vista Recreation & Park
Cameron Estates Community Services	Jamestown Sanitary District
Carmichael Recreation & Park	Kelseyville County Waterworks District
Castro Valley Sanitary District	Kelseyville Lighting District
Central Marin Sanitation Agency	Kern County Water District
Chester Public Utilities	Keyes Fire Protection District
City of Galt, Redevelopment Agency	Lake County Air Quality Management District
Clearlake Oaks Lighting District	Lake County Flood Control District #5
Clovis Cementery District	Lake County Flood Control District Zone #1
Conejo Recreation & Park District	Lake County Flood Control District Zone #4
Contra Costa County Fire Protection	Lake County Flood Control District Zone #6
Contra Costa County Flood Control & Water Conservation	Lake County General Flood Control District
Contra Costa County Sanitation #19	Lake County Sanitation District
Contra Costa County Sanitation #5	Lake County Service Area #1
Contra Costa County Sanitation #6	Lake County Service Area #13
Cordova Recreation and Parks District	Lake County Service Area #16
Corinthian Bay Sanitation District	Lake County Service Area #18
Crescent City Harbor District	Lake County Service Area #19
Crockett-Carquinez Fire Protection	Lake County Service Area #2
Cupertino Sanitary District	Lake County Service Area #20
Del Norte Solid Waste Management Authority	Lake County Service Area #21
Descanso Community Water	Lake County Service Area #22
Desert Water Agency	Lake County Service Area #3
East Diablo Fire Protection	Lake County Service Area #6
East Palo Alto Sanitary	Lake County Service Area #7
Ebbetts Pass Veterans Memorial District	Lands End Sanitation District
Elk Grove Community Service	Livermore Area Recreation & Park
Estero Municipal Improvement District	Los Altos Hills County Fire District
Fair Oaks Recreation & Park	Los Altos Hills County Fire District
Florin Resource Conservation District	Lower Lake Lighting District
Fresno Metro Flood Control	Lucerne Lighting District

**Agency Type: Special District**

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Madera County Flood Control & Water Conservation  
Madera County Maintenance District No. 1  
Madera County Maintenance District No. 10  
Madera County Maintenance District No. 100 - Cattle Way  
Madera County Maintenance District No. 101 - Old Corral  
Madera County Maintenance District No. 11  
Madera County Maintenance District No. 13  
Madera County Maintenance District No. 14  
Madera County Maintenance District No. 15  
Madera County Maintenance District No. 16  
Madera County Maintenance District No. 17  
Madera County Maintenance District No. 18  
Madera County Maintenance District No. 19  
Madera County Maintenance District No. 2 - Oakhurst Area  
Madera County Maintenance District No. 20  
Madera County Maintenance District No. 21  
Madera County Maintenance District No. 22  
Madera County Maintenance District No. 23  
Madera County Maintenance District No. 24  
Madera County Maintenance District No. 25  
Madera County Maintenance District No. 26  
Madera County Maintenance District No. 27  
Madera County Maintenance District No. 28  
Madera County Maintenance District No. 29  
Madera County Maintenance District No. 30  
Madera County Maintenance District No. 31  
Madera County Maintenance District No. 32  
Madera County Maintenance District No. 33  
Madera County Maintenance District No. 35  
Madera County Maintenance District No. 36  
Madera County Maintenance District No. 37 - La Vina  
Madera County Maintenance District No. 38  
Madera County Maintenance District No. 39  
Madera County Maintenance District No. 40  
Madera County Maintenance District No. 41  
Madera County Maintenance District No. 42  
Madera County Maintenance District No. 43  
Madera County Maintenance District No. 44 - Stillmeadow Road  
Madera County Maintenance District No. 45 - River Knolls

Madera County Maintenance District No. 46 - Ahwahnee Country Club  
Madera County Maintenance District No. 47 - Spook Lane  
Madera County Maintenance District No. 48 - Thornberry Estates  
Madera County Maintenance District No. 49  
Madera County Maintenance District No. 5  
Madera County Maintenance District No. 50 - Morava  
Madera County Maintenance District No. 51 - Quail Ridge  
Madera County Maintenance District No. 52 - Lindy Lane  
Madera County Maintenance District No. 53 - Knolls Junction  
Madera County Maintenance District No. 54 - Happy Hollow  
Madera County Maintenance District No. 55 - Woodland Pond  
Madera County Maintenance District No. 56 - River Crest  
Madera County Maintenance District No. 57 - Adobe  
Madera County Maintenance District No. 58 - Sierra Highlands  
Madera County Maintenance District No. 59 - Eagle  
Madera County Maintenance District No. 6  
Madera County Maintenance District No. 60 - Dillon Estates  
Madera County Maintenance District No. 61 - Vista Del Rio  
Madera County Maintenance District No. 62 - Jennifer Lane  
Madera County Maintenance District No. 63 - Coarsegold South  
Madera County Maintenance District No. 64 - Little Creek  
Madera County Maintenance District No. 65  
Madera County Maintenance District No. 66 - Bushy Knob  
Madera County Maintenance District No. 67 - Whiskey Creek  
Madera County Maintenance District No. 68 - Bisset Station  
Madera County Maintenance District No. 69 - Oak Junction  
Madera County Maintenance District No. 7  
Madera County Maintenance District No. 70 - Blueberry Hill  
Madera County Maintenance District No. 71 - Thornberry Mountain  
Madera County Maintenance District No. 72 - North Oakhurst  
Madera County Maintenance District No. 73 - Quartz Mountain  
Madera County Maintenance District No. 74 - Munson Lane  
Madera County Maintenance District No. 75 - Fairlane Court

**Agency Type: Special District**

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Madera County Maintenance District No. 76 - River Falls Road  
Madera County Maintenance District No. 77 - Whittensburg Road  
Madera County Maintenance District No. 78 - San Ramone  
Madera County Maintenance District No. 79 - Serpa Canyon  
Madera County Maintenance District No. 8  
Madera County Maintenance District No. 80 - City View  
Madera County Maintenance District No. 81 - Blue Oak  
Madera County Maintenance District No. 82 - Poison Switch  
Madera County Maintenance District No. 83 - Lone Olive  
Madera County Maintenance District No. 84 - Mill Creek  
Madera County Maintenance District No. 85 - Valeta  
Madera County Maintenance District No. 86 - Hidden Meadow  
Madera County Maintenance District No. 87 - Madera South-East  
Madera County Maintenance District No. 88 - Safari World  
Madera County Maintenance District No. 89 - Silver Spur  
Madera County Maintenance District No. 9  
Madera County Maintenance District No. 90 - Raymond North  
Madera County Maintenance District No. 91 - Hensley East  
Madera County Maintenance District No. 92  
Madera County Maintenance District No. 93 - Wilcox  
Madera County Maintenance District No. 94 - Deadwood  
Madera County Maintenance District No. 95 - Ranchos East  
Madera County Maintenance District No. 96 - Garnel Creek  
Madera County Maintenance District No. 97 - Cascadel Heights  
Madera County Maintenance District No. 98 - Pine Meadows  
Madera County Service Area No. 1  
Madera County Service Area No. 10  
Madera County Service Area No. 12  
Madera County Service Area No. 13  
Madera County Service Area No. 14  
Madera County Service Area No. 15  
Madera County Service Area No. 16  
Madera County Service Area No. 18  
Madera County Service Area No. 19  
Madera County Service Area No. 20  
Madera County Service Area No. 21  
Madera County Service Area No. 22  
Madera County Service Area No. 2A  
Madera County Service Area No. 3  
Madera County Service Area No. 5  
Madera County Service Area No. 6  
Madera County Service Area No. 7  
Madera County Service Area No. 8  
Madera County Service Area No. 9  
Manila Community Services  
Marin County Flood Control & Water Conservation  
Marin County Open Space District  
Marin County Sanitary District  
Maxwell Parks & Recreation  
McCloud Community Services District  
McFarland Recreation & Park  
McKinleyville Community Services  
Middletown Lighting District  
Middletown Sanitation  
Mission Oaks Recreation & Park  
Mission Resource Conservation  
Mokelumne Hill Sanitary  
Monterey Peninsula Airport District  
Moorpark Mosquito Abatement  
Moraga Fire Protection  
Moreno Valley Community Redevelopment  
Moreno Valley Community Services  
Napa Sanitation District  
North Highlands Recreation & Park  
Novato Sanitary District  
Oakley Fire Protection  
Occidental County Sanitation District  
Ojai Valley Sanitary District  
Orange County Fire Authority  
Orange County Sanitation #1  
Orange County Sanitation #11  
Orange County Sanitation #13  
Orange County Sanitation #2  
Orange County Sanitation #3  
Orange County Sanitation #5  
Orange County Sanitation #6  
Orange County Sanitation #7  
Orange Redevelopment Agency

**Agency Type: Special District**

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Orangevale Recreation & Park	Upper Lake Lighting District
Orinda Fire Protection	Valley Springs Public Utility
Oro Loma Sanitary District	Ventura County Fire Protection
Palomar Pomerado Health	Ventura County Flood Control
Pico Rivera Redevelopment	Ventura River County Water
Plumas Eureka Community Services District	Ventura Waterworks District #1
Point Dume Community Service	Ventura Waterworks District #16
Port of San Diego Unified Port District	Ventura Waterworks District #17
Public Agency Risk Sharing Authority of California	Ventura Waterworks District #19
Quincy Community Services District	Ventura Waterworks District #8
Redevelopment Agency of the City of Belmont	Victor Valley Wastewater Reclamation Authority
Rio Linda Elverta Recreation and Park District	Western Shasta Resource Conservation District
Riverside County Flood Control & Water Conservation	Willow County Water
Riverside County Redevelopment Agency	Yolo County Flood Control & Water Conservation District
Riverside-Coloma Resource Conservation District	Yuba County Water
Sacramento County Water Agency	
San Benito County Water District	<b>Special District Total: 287</b>
San Bernardino County Special & County Service Areas	
San Bernardino Flood Control	
San Joaquin Regional Rail Commission	
San Luis Obispo County Flood Control and Water Conservation District	
Santa Clarita Redevelopment Agency	
Santa Cruz Harbor	
Simi Valley Community Development Agency	
Sky View County Water District	
Smith River Community Resources District	
Solano County Water Agency	
Sonoma County Water Agency	
Sonoma Valley County Sanitation District	
South Park County Sanitation District	
Southern Marin Fire District	
Southern Marin Fire Protection District	
Southgate Recreation & Park	
Sunrise Recreation & Park	
Tahoe City Public Utility	
Templeton Community Services	
Three Valleys Municipal Water District	
Tranquility Irrigation	
Trinity County Resource Conservation	
Truckee Donner Public Utility	

**Agency Type: Special District**

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**Total Participating Agencies: 773**

**California Uniform Construction Cost Accounting Commission**  
**Financial Activity and Status Report**  
for the period 03/30/2011 to 06/08/2011

**Cash Activity**

		Conditional (1)	Unconditional	Total
<b>Beginning Balance:</b>	<b>3/30/2011</b>	\$ -	2,388.50	2,388.50
Receipts		-	-	-
Expenditures			708.67	708.67
<b>Ending Balance:</b>	<b>3/30/2011</b>	<u>\$ -</u>	<u>1,679.83</u>	<u>1,679.83</u>

(1) Note: Conditional donations are restricted to audit and account reviews.

**Cash Receipts**

Donor Type		Conditional	Unconditional	Total
City		\$ -	-	-
Community College District		-	-	-
Contractor		-	-	-
County		-	-	-
School District		-	-	-
Special District		-	-	-
Union		-	-	-
<b>Total</b>	<b>3/30/2011</b>	<u>\$ -</u>	<u>-</u>	<u>-</u>

**Cash Expenditures**

Expenditures				
Accounting Review				-
Services		-	-	-
Travel Expense Claims		-	209.27	209.27
<b>Total</b>	<b>3/30/2011</b>	<u>\$ -</u>	<u>209.27</u>	<u>209.27</u>

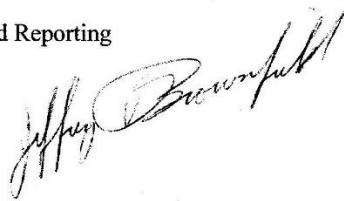


## Memorandum

To: Michael Havey, Chief  
Division of Accounting and Reporting

Date: May 24, 2011

From: State Controller's Office  
Jeffrey Brownfield, Chief  
Division of Audits



Subject: CALIFORNIA UNIFORM CONSTRUCTION COST ACCOUNTING  
COMMISSION (CUCCAC) REVIEW – GROVELAND COMMUNITY SERVICES  
DISTRICT, LIFT STATION IMPROVEMENT PROJECT-PHASE 2

Based on a request from your office, the Division of Audits reviewed the records of the Groveland Community Services District's (GCS D) Lift Station Improvement Project-Phase 2 pursuant to Public Contracts Code (PCC) Section 22042(b).

The objective of our review was to 1) determine if the request for the account review was received within the required time limit, and 2) determine if the GCS D improperly rejected all bids presented and declared that the project could be more economically performed by employees of the agency. If number 1 was completed correctly, then proceed to number 2. If the district improperly rejected all bids, then determine whether or not the public agency exceeded the statutory force account limits (\$30,000) in completing the project. As detailed in the Cost Accounting Policies and Procedure Manual of the CUCCAC, the account review entails examining all of the information that was provided to the State Controller's Office from the interested party, interviewing the public agency involved, and submitting as part of the findings a complete statement of the public agency's position with respect to the review being conducted.

Our review determined that the request for the account review was not filed within the statutory time limit set under PCC section 22043(b). Consequently, the CUCCAC does not have standing to challenge the propriety of the GCS D's rejection of the bids presented for the Project. This lack of standing renders moot the question of whether or not the GCS D failed to comply with the requirements of PCC 22042(a). Additionally, because the work performed by GCS D was originally put out to bid, the force account limit pursuant to PCC 22032(a) was not applicable to the Project. Our conclusion does not mean that we believe GCS D complied with the terms of the Public Contract Code or the Cost Accounting Policies and Procedure Manual of the CUCCAC; it simply reflects that the account review request was not made within the statutory time limit.

The Lift Station Improvement Project-Phase 2 consisted of a single project to upgrade the GCS D wastewater system at lift stations 1, 2, 3, 4, 9, 10, 11, 12, 14, 15, and 16, and was originally bid in January 2007.

Michael Havey, Chief  
May 24, 2011  
Page 2

On February 7, 2007, Mitchell Engineering submitted its bid for the project. On February 26, 2007, the board of directors of the GCSD voted 5-0 to reject all bids, including the lowest bid by Mitchell Engineering, and declared that the project could be executed more economically by its own employees. On March 20, 2007, GCSD notified Mitchell Engineering of its decision to reject the bid. The CUCCAC received the request to perform an account review of the Project on March 21, 2011. The request asked for the review pursuant to both PCC 22042(a) and PCC 22042(b).

PCC 22043(a) states that "In those circumstances set forth in subdivision (a) of Section 22042, a request for commission review shall be in writing, sent by certified or registered mail received by the commission postmarked not later than eight business days from the date the public agency has rejected all bids." Because the request for the account review was not received within this required time limit, the request fails for lack of standing. PCC 22038(a)(2) states that the rejection of bids pursuant to PCC 22038(a) allows the agency to "...have the project done by force account without further complying with this article," so GCSD was not obligated to adhere to the \$30,000 force account limit of PCC 22032(a).

On May 20, 2011, we contacted the GCSD and informed it that the request for the account review was not filed within the statutory time limit set under PCC section 22043(b). Therefore, the question of whether or not the GCSD failed to comply with the requirements of PCC 22042(a) was not applicable. Additionally, because the work performed by GCSD was originally put out to bid, the force account limit pursuant to PCC 22032(a) was not applicable to the Project.

Our working papers supporting our findings are complete and available for review by your staff, if needed. Please contact Steven Mar, Chief, Local Government Audits Bureau, at (916) 324-7226 to make arrangements as warranted.

JVB/sk

9659

Attachments:

Groveland Community Services District's Response to SCO Review

**COUNTY-BY-COUNTY LIST OF CONSTRUCTION TRADE JOURNALS  
WHICH SHALL RECEIVE WRITTEN NOTICE OF ALL INFORMAL  
AND FORMAL CONSTRUCTION CONTRACTS BEING BID FOR WORK  
(PER SECTION 22036 OF THE PUBLIC CONTRACT CODE)**

Per Public Contract Code section 22037, notices inviting formal bids must be published at least 14 calendar days before the date of opening the bids in a newspaper of general circulation, printed and published in the jurisdiction of the public agency. In addition, the Commission has determined that all public agencies that adopt and contract under the Uniform Public Construction Cost Accounting Act shall be required to mail, e-mail, or fax, a notice to the following specified construction trade publications, of all formal construction contracts being bid and all invitations to join an agency's qualified bidders list (i.e. the informal bidding list) within the specified county (as provided in sections 22034 and 22037 of the Public Contract Code). The numbers following the name of each county refer to the corresponding numbered publications on the List of Construction Trade Journals beginning on page 10.

Users will note that the notification of the trade journals listed in Column B for their county is required. Additionally, the user will have to notify at least two (2) of the trade journals listed in Column C, unless there is only one listed, in which case notification of that trade journal is sufficient. The list of construction trade journals beginning on page 10 is more extensive. The Commission urges each public agency to select additional publications from its geographical area and include them on its list of publications to be notified. Sample information to be included in the mailed notice to trade journals is listed on page 9.

**Note:** Users are not required to mail a notice to a trade journal if the trade journal listed under their county is now charging for its services, or is out of business. Instead, the Commission requests that users find some other method of notifying potential contractors of published jobs and how to be added to their informal bidding lists (e.g. Internet – County's web page.)

*California Uniform Construction  
Cost Accounting Commission*



June 8, 2011

Mr. E. Dotson Wilson  
Chief Clerk of the Assembly  
The Capitol  
Sacramento, CA 95814

**RE: California Uniform Construction Cost Accounting Commission 2007 Annual Report to the California State Legislature**

Gentlemen:

The activities and operations of the California Uniform Public Construction Cost Accounting Commission (Commission) for 2007 are listed below:

- The Commission met on July 27, 2007. The meeting was chaired by Eddie Bernacchi, representing subcontractors.
- Participants who have adopted the Uniform Public Construction Cost Accounting Act (Act) increased 30.5%, from 475 agencies to 620 agencies.
- The Commission initiated discussions of any needed changes in the Act and to identify sources of funding for activities the commission is obligated to implement.
- Discussion of whether issues related to publicly owned utility systems might have to be addressed through legislation. Further analysis is needed.
- The commission discussed some of the concerns that arise between maintenance, reconstruction and new projects and agreed to continue to assess the issues.
- The Commission is exploring the need for by-laws for the commission.

The Commission felt that the lack of funding continued to be a restraint on its ability to effectively administer the Act. As the Act's participation increased, it was expected that there would be a significant increase in the amount of administrative needs, which the Commission would be unable to provide without adequate funding. .

Respectively submitted,

Guiselle Carreon, Chair  
California Uniform Construction Cost Accounting Commission

cc: Office of the State Controller

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The activities and operations of the California Uniform Public Construction Cost Accounting Commission (Commission) for 2008 are listed below:

- The Commission met on July 22<sup>nd</sup> and November 7<sup>th</sup>, 2008. The meetings were chaired by Eddie Bernacchi, representing subcontractors.
- Agencies that adopted the Uniform Public Construction Cost Accounting Act (Act) increased 6.6%, from 620 to 661. It was noted that no parks & recreation districts/agencies had opted in. Further discussion as to reaching out to parks & recreation districts was planned.
- The Commission discussed needed changes in the Act and considered sources of funding for activities the Commission is obligated to implement. It discussed the suitability of getting funding from third party sources that would be managed through the Secretary of State's office.
- The Commission agreed to interact annually with its participating agencies to ensure that the governing boards of participating agencies are aware of the benefits and compliance requirements of the Act.
- The Commission continued to deal with the concerns that arise between maintenance, reconstruction and new construction work.
- The Commission began the process of drafting by-laws.
- The Commission initiated one account review

- At the November 7<sup>th</sup> meeting, the Commission elected new officers: Chair Gene Cortright, representing cities, Vice Chair Jeff Armstrong, representing labor, and Secretary Linda Clifford, representing contractors
- The Commission reviewed and approved recommended amendments to the CUCCAC Cost Accounting and Procedures Manual

The Commission felt that the lack of funding continued to be a restraint on its ability to effectively administer the Act. As the Act's participation increased, it was expected that there would be a significant increase in the amount of administrative needs, which the Commission would be unable to provide without adequate funding.

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June 8, 2011

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Chief Clerk of the Assembly  
The Capitol  
Sacramento, CA 95814

**RE: California Uniform Construction Cost Accounting Commission 2009 Annual Report to the California State Legislature**

Gentlemen:

The activities and operations of the California Uniform Public Construction Cost Accounting Commission (Commission) for 2009 are listed below:

- The Commission met on February 4th and February 18th, 2009. The meetings were chaired by Gene Cortright, representing cities.
- The Commission completed three account reviews. In each instance, the participating agency was found to have violated the force account limit.
- Participants who have adopted the Uniform Public Construction Cost Accounting Act (Act) increased 4%, from 661 to 686 agencies.
- Donation letters from various commissioners to their respective constituencies were approved.
- The Commission voted to authorize Commissioners Bernacchi and Hansen to develop enabling legislation to give the Commission authority to impose an administrative fee.
- The Commission reviewed amendments to the non-legislative policies in the Act's manual to make compliance easier to both understand and implement for members.
- By- laws were approved by the Commission and submitted for legal review.
- Correspondence complying with AB 1047 was sent, shared with members, and posted on the website for the CUCCAC.

Respectively submitted,

Guiselle Carreon, Chair  
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**RE: California Uniform Construction Cost Accounting Commission 2010 Annual Report to the California State Legislature**

Gentlemen:

The activities and operations of the California Uniform Public Construction Cost Accounting Commission (Commission) for 2010 are listed below:

- The Commission met on June 8th, 2010. The meeting was chaired by Gene Cortright, representing cities.
- Agencies that adopted the Uniform Public Construction Cost Accounting Act (Act) increased 8%, from 682 to 736.
- While the Commission received some limited unrestricted donations, the Commission was still concerned that lack of adequate and stable funding would continue to limit the Commission's ability to fully implement the requirements of the Act in all required circumstances.
- The Commission voted to not recommend changing the force account limit.
- The Commission reviewed proposed legislation SB 694 and AB 2184.
- By- laws were adopted by the Commission. The Commission also adopted changes to its conflict of interest code as recommended by the FPPC.
- The Commission reviewed the possible conflicts between the Education Code and the Public Contract Code, especially as related to Lease Lease/Back (LLB) contract procurement. The Commission elected to not recommend any changes related to the allowance of LLB's as defined by the Education Code Section 17400, et seq. and Government Code Section 5956 et seq. under the terms of the UPCCAA.

- The Commission elected new officers: Chair Jeff Armstrong, representing laborers; Vice Chair Guiselle Carreon, representing schools with less than 25,000 ADA; and Secretary Linda Clifford, representing contractors.

Respectively submitted,

Guiselle Carreon, Chair  
California Uniform Construction Cost Accounting Commission

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