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**From:** Francesconi, Mike@CDFA <mike.francesconi@cdfa.ca.gov>  
**Sent:** Wednesday, September 22, 2021 1:26 PM  
**To:** Anater, Kenneth@CDFA; Ferrero, Gregory@CDFA; Francesconi, Mike@CDFA; Kume, Joji@CDFA; Mitchell, Kalia@CDFA; Pelle, Sarah@CDFA; Goss, Sofia@CDFA; Fick, Sue@CDFA  
**Cc:** Brenning, Doug@DGS; Randy Crabtree; Michael Sellens; Bren Ormsby  
**Subject:** Required Construction Inspections  
**Attachments:** F2021-08 Construction Projects\_ADA.pdf

Good Afternoon Fair Managers,

Please find attached, Circular Letter F2021-08. This letter is a reminder that construction plan reviews and construction inspections by a designated authority are required for all construction projects at state DAA's, county and citrus fairgrounds that have any component of state funding.

Please ensure that this information is shared with the fair board at the next regularly scheduled board meeting listed as an item of correspondence.

For future reference, you may view and download the F&E Circular Letters at  
[https://www.cdfa.ca.gov/Fairs\\_&\\_Expositions/](https://www.cdfa.ca.gov/Fairs_&_Expositions/) which are located under the "Correspondence" tab.

Thanks

Mike

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CALIFORNIA DEPARTMENT OF

FOOD & AGRICULTURE

Karen Ross, Secretary

September 22, 2021

F2021-08

TO: All Fairgrounds

SUBJECT: Required Construction Inspections

This letter is a reminder that construction plan review and construction inspections by a state designated authority are required for all construction projects at state District Agricultural Associations (DAAs), as well as construction projects at county and citrus fairgrounds that have any component of state funding.

State funds include, but are not limited to, monies from the Fair and Exposition Fund, the General Fund, California Authority of Racing Fairs programs, funds generated by the DAA, or other state appropriations. In addition, projects at DAAs supported with fair foundation/non-profit organization funds will require construction plan review and inspection.

The two state designated entities that can provide the required plan reviews and inspection services for fairs are the Department of General Services (DGS) and the California Fairs Financing Authority (dba California Construction Authority (CCA)). CCA and DGS serve as the project field representatives and monitor projects for compliance with applicable codes and laws.

California Building Code, [Section 105.1](#), requires any owner, or authorized agent, who intends to construct, enlarge, alter, repair, move, demolish or change occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work performed, shall first obtain the required plans and approvals.

To comply with this requirement, California fairs must:

### **Requirements for DAAs**

- State funded projects: Construction plan review and construction inspections are required for all projects at DAAs.



- Non-state funded projects: Construction plan review and construction inspections are required for all projects at DAAs including those constructed fully, or partially, with donations and/or other non-state sources of funds or volunteer labor.
- Fair foundation/non-profit funded projects: Construction plan review and construction inspections are required for all projects at DAAs that are constructed fully, or partially, with funds or volunteer labor from the fair's non-profit foundation.

### **Requirements for County Fairs**

- State funded projects: Construction plan review and construction inspections are required for all projects with state funding at county fairgrounds.
- Non-state funded projects: County fairs may, at their option, utilize CCA or a local authority to provide inspection services.

### **Requirements for Citrus Fairs**

- State funded projects: Construction plan review and construction inspections are required for all projects with state funding at citrus fairgrounds.
- Non-state funded projects: Citrus fairs may, at their option, utilize CCA or a local authority to provide inspection services.

Construction plan review and inspection services are required as a benefit to the fairs to protect them from liability and to assist in achieving successful projects. If your fairgrounds is considering a construction project you should contact CCA or DGS in advance to arrange for plan review approval and construction inspection services.

If you have any questions about construction inspections services, please contact CCA's Executive Officer, Randy Crabtree at (916) 570-3044 or email at [rcrabtree@ccauthority.org](mailto:rcrabtree@ccauthority.org). You can also contact CCA's Project Manager, Michael Sellens at (916) 263-6155 or email at [msellens@ccauthority.org](mailto:msellens@ccauthority.org) or CCA's Project Coordinator, Bren Ormsby at (916) 570-3042 or email at [bormsby@ccauthority.org](mailto:bormsby@ccauthority.org). For the Department of General Services, please contact Doug Brenning, Chief of Construction Inspection & Management Branch, at (916) 696-3007 or email at [doug.brenning@dgs.ca.gov](mailto:doug.brenning@dgs.ca.gov)

Sincerely,



Mike Francesconi, Chief  
Fairs & Exposition Branch

cc: DGS / CCA