

CALIFORNIA COMMUNITY COLLEGES
SYSTEM OFFICE
COLLEGE FINANCE AND FACILITIES PLANNING DIVISION
1102 Q STREET
SACRAMENTO, CA 95814-6511
(916) 445-8752
<http://www.cccco.edu>



June 6, 2005

Lois Callahan, Interim Chancellor
Contra Costa Community College District
500 Court Street
Martinez, CA 94553

Dear Chancellor Callahan:

Subject: Approval of the Letter of Intent for Proposed Brentwood Educational Center

The System Office has reviewed and approved your Letter of Intent (LOI) seeking to establish an educational center in the Brentwood area of the Contra Costa Community College District. Our review of the LOI was based on the California Postsecondary Education Commission (CPEC) guidelines for Review of Proposed University Campuses, Community Colleges, and Education and Joint-Use Centers (April 2002).

The System Office has submitted your LOI, including our recommendation, to CPEC for review. If CPEC approves the LOI, the district will be directed to prepare and submit a needs study for review by the System Office before the California Community Colleges Board of Governors can consider a request for site approval. The purpose of the needs study is to provide evidence of the need for and location of the new center. Particular attention should be given to the effects this facility could potentially have on adjacent community college districts. The required criteria for the needs study are described in CPEC's guidelines for Review of Proposed University Campuses, Community Colleges, and Education and Joint-Use Centers.

Once CPEC has responded to the LOI, we will communicate their decision to you. If you have not heard from us after 90 days from the date of this letter, please contact Jill Jones of the Facilities Planning and Utilization Unit who is coordinating the review of this request. She can be contacted at (916) 323-5957 or through e-mail at jjones@cccco.edu.

Sincerely,

FREDERICK E. HARRIS, Assistant Vice Chancellor
College Finance and Facilities Planning

FEH:jj

cc: Jeff Kingston, Contra Costa CCD
Allan Petersen, Allan Petersen and Associates
Murray Haberman, CPEC
Robert Turnage, CCCCCO
Jill Jones, CCCCCO
Charlie Klein, CCCCCO

CALIFORNIA POSTSECONDARY EDUCATION COMMISSION

770 L STREET, SUITE 1160
SACRAMENTO, CALIFORNIA 95814-3396
(916) 445-1000; FAX: (916) 327-4417 www.cpec.ca.gov
Email: jnobles@cpec.ca.gov



January 5, 2006

Lois Callahan, Interim Chancellor
Contra Costa Community College District
500 Court Street
Martinez, CA 94553

Dear Chancellor Callahan,

The California Postsecondary Education Commission is pleased to inform you that we have approved your *Letter of Intent*, which expresses your desire to proceed with the development of the Brentwood Center of Los Medanos College. Our favorable review of your letter is based on the information you provided regarding historical district enrollments, projected student demand, capital construction plans, timeline schedules and area maps. The approval of your *Letter of Intent* permits your district to proceed with completing a comprehensive *Needs Study* and an updated *Environmental Impact Report*.

The Commission looks forward to receiving your *Needs Study*. Please be sure to address all criteria outlined in the Commission's guidelines for how a new institution will be evaluated, including an academic master plan and enrollment projections approved by the Demographic Research Unit. These, and additional information, will enable the Commission to conduct an independent assessment of the capacity needs in your district. If you have any questions, please feel free to contact me by email (jnobles@cpec.ca.gov) or phone (805-687-9701).

Sincerely,

A handwritten signature in black ink, appearing to read "Jessika Nobles Jones".

Jessika Nobles Jones
Policy Analyst

cc: Fred Harris, Director, College Finance and Facilities Planning
Gin Yang-Staehlin, Facilities Planning Specialist
Allan Petersen, Educational and Facilities Planning
Murray Haberman, Executive Director, CPEC
Stacy Wilson, Facility Review Coordinator, CPEC

RECEIVED

JAN 06 2006

CA Community Colleges
Facilities Planning Unit