

August 4, 2011

TO: ALL SCHOOL DISTRICTS, COUNTY SUPERINTENDENTS OF SCHOOLS, AND  
OTHER INTERESTED PARTIES

SUBJECT: REQUEST AUTHORIZATION TO DISTRIBUTE ELECTRONIC NOTIFICATION OF  
REGULATORY PUBLIC NOTICES FOR EMERGENCY AND NON-EMERGENCY  
(REGULAR) ACTIONS

The Office of Public School Construction (OPSC), in an on-going effort to becoming greener and be more cost-effective in standard operating practices, is encouraging school districts, county superintendents of schools, and other interested parties to sign up to receive regulatory public notices electronically rather than hard copy. Government Code Section 11340.85, which refers to electronic communications, allows an agency to encourage the use of electronic communication but does not require the use of electronic communication. Our customers will continue to receive a great product as well as excellent customer service, but will receive the information much quicker while reducing the impacts of the U.S. mail delivery system on the environment.

If this is something of interest to you or your firm, the OPSC needs your assistance in making this transition. In order to be electronically notified for regulatory public notices, please conduct the following steps:

- Fill out the attached form and return it to the OPSC at 707 Third Street, West Sacramento, CA 95605
- Set your computer's SPAM filter to recognize the OPSC domain, [@dgs.ca.gov](mailto:@dgs.ca.gov).

Taking these steps will allow the OPSC to ensure that our customers will receive timely electronic regulatory notifications. For those customers who wish to continue receiving hard copies of regulatory public notices, there is no action to be done on your part. You or your firm will continue to receive the regulatory notifications.

If you have any questions or need further assistance, please contact Robert Young at [robert.young@dgs.ca.gov](mailto:robert.young@dgs.ca.gov) (916) 375-5939.

Sincerely,

LISA SILVERMAN  
Acting Executive Officer  
Office of Public School Construction

Yes, I am interested in receiving the regulatory public notices electronically.

I hereby authorize the Office of Public School Construction to notify my school district or my firm by e-mail rather than the standard U.S. mail delivery system.

School District Name	District Representative Name (print)	District E-mail Addresses

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Signature of District Representative