



**CITY OF SALINAS
COUNCIL STAFF REPORT**

DATE: MARCH 24, 2026

DEPARTMENT: PUBLIC WORKS

FROM: DAVID JACOBS, PUBLIC WORKS DIRECTOR

BY: ADRIANA ROBLES, PE, CFM, CITY ENGINEER
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TITLE: PUBLIC WORKS QUALITY ASSURANCE PROGRAM (QAP)

RECOMMENDED MOTION:

A motion to approve a resolution approving the City of Salinas Public Works Quality Assurance Program (QAP) and authorizing the Public Works Director, or designee, to update the QAP as required to maintain compliance with state and federal regulations.

EXECUTIVE SUMMARY:

The City maintains a Quality Assurance Program (QAP) that outlines procedures for materials testing, inspection, and documentation. The QAP is required for projects receiving state or federal funding, including those administered through the Caltrans Local Assistance Program.

BACKGROUND:

The City of Salinas Public Works Department is responsible for delivering capital improvement projects, maintaining public infrastructure, and ensuring that construction activities meet applicable engineering, safety, and regulatory standards, to support these responsibilities. The city maintains a Quality Assurance Program (QAP) that outlines procedures for materials testing, inspection, and documentation. The QAP is required for projects receiving state or federal funding, including those administered through the Caltrans Local Assistance Program.

The City's previous QAP was adopted by the city council on April 13, 2021, through resolution No. 22078. Since then, Caltrans has updated its Local Assistance Procedures Manual (LAPM), and federal requirements for materials testing, certification, and documentation have evolved. A comprehensive update is necessary to ensure continued eligibility for funding and to strengthen internal quality controls.

The updated Quality Assurance Program provides a modernized, compliant, and efficient framework for managing construction quality across Public Works projects.

CEQA CONSIDERATION:

Not a Project. The City of Salinas has determined that the proposed action is not a project as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines Section 15378). In addition, CEQA Guidelines Section 15061 includes the general rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Because the proposed action and this matter have no potential to cause any effect on the environment, or because it falls within a category of activities excluded as projects pursuant to CEQA Guidelines section 15378, this matter is not a project. Because the matter does not cause a direct or foreseeable indirect physical change on or in the environment, this matter is not a project. Any subsequent discretionary projects resulting from this action will be assessed for CEQA applicability.

CALIFORNIA GOVERNMENT CODE §84308 APPLIES:

No.

STRATEGIC PLAN INITIATIVE:

This item relates to the Council’s Strategic Plan for infrastructure. The quality assurance program ensures that contractors are installing materials in compliance with state and federal regulations.

DEPARTMENTAL COORDINATION:

Engineering department prepared the QAP program with the assistance of Caltrans Local Assistance Procedures Manual.

FISCAL AND SUSTAINABILITY IMPACT:

Approval of the QAP does not create a direct fiscal impact. Costs associated with training, materials testing, and documentation are included in project budgets and are eligible for reimbursement on applicable state and federal projects.

Fund	General Ledger Number (Operating/CIP)	General Ledger Account Name	Remaining Budget Appropriation	Amount Requested
NA	NA	NA	NA	NA

ATTACHMENTS:

Quality Assurance Program
Resolution No. 22078