

Facilities

Architectural and Engineering Services

To ensure safe construction and protect the investment of public funds, the Board of Education requires that a licensed and certified architect or structural engineer be employed to design and supervise the construction of district schools and other facilities.

The Board may require bids, however, whenever it determines that this would be in the public interest because the services needed are more of a technical nature and involved little professional judgment. Instead of requiring bids for these services, the Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence.

The Superintendent or designee shall devise a competitive process for the selection of architects and structural engineers that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, he/she shall recommend specific architectural and engineering firms to the Board. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

Design Professionals shall be selected by the Board based upon the recommendations of the Superintendent employing the rating elements noted below or any other unranked elements deemed appropriate:

- Responsiveness to RFP - breadth and depth of response
- Professional reputation of firm
- School district experience
- Experience with the Division of State Architect
- Satisfaction of prior/current clients
- Adequacy of firm's support staff and/or sub-contractors
- Experience in meeting schedules and deadlines
- Accuracy of firm's cost estimates
- Evidence of ability to prioritize project and begin the job in a timely fashion
- Proposed methodology to be utilized in design of project as it relates to involvement of faculty, staff, management, and other interested parties
- Aesthetics and functionality of projects

- Site evaluations of projects
- Proposed fees

Design Professionals are hired on a project basis to perform all tasks from preliminary planning through completion of construction.

This policy is intended for major capital outlay projects and may be waived for minor remodeling and construction projects with approval of the Superintendent.

Legal Reference:

EDUCATION CODE

17070.50 Conditions for apportionment

17280-17316 Approvals, especially:

17302 Persons qualified to prepare plans, specifications and estimates and supervise construction

17316 Contract provision re school district property

17371 Limitation on liability of governing board

GOVERNMENT CODE

4525-4529.5 Contracts with private architects, engineering, land surveying, and construction project management firms

14837 Definition of small business

87100 Public officials; financial interest

PUBLIC CONTRACT CODE

20111 School district contracts