

	<b>ABERDEEN SCHOOL DISTRICT</b>	<b>NEPN Code: FEB</b>
	<b>POLICIES AND REGULATIONS</b>	

## SECOND READING

### **ARCHITECT/ENGINEER/CONSTRUCTION MANAGER (PROFESSIONAL SERVICES)**

~~In accordance with State law, a properly registered and licensed architect/engineer shall be employed to design major facility construction, additions, and/or remodeling projects.~~

~~The architectural engineering selection process for new facility construction projects shall begin with the Director of Operational Services soliciting Requests for Proposal (RFP's) for a specified project.~~

~~The School Board through an interview process shall select architects/engineers for new facility construction. A construction committee will review all RFP respondents and reduce the selections to a list of three(3) to five (5) architectural firms to be interviewed by the School Board. Members of the construction committee shall include the Director of Finance, the Director of Operational Services, and others responsible for building planning and construction.~~

~~If the District determines a plan reuse of an existing District facility would be in the best interest of the District, the Director of Finance and Director of Operational Services shall negotiate a plan reuse fee with the Architect of record in lieu of proceedings with an RFP process. The final negotiated agreement will be presented to the Superintendent, who will present to the construction committee for final approval.~~

~~Architects/engineering selections for major additions and remodeling construction projects shall be recommended by a construction committee to the School Board through the Superintendent.~~

~~The guidelines established for professional services selection in this manner shall be as follows:~~

- ~~1. The professional services must possess the school design experience necessary for the work.~~
- ~~2. The professional services must have the needed technical knowledge to control the design of the structure in order to secure the best results without waste of space or money.~~
- ~~3. The professional services must have the executive or business ability to compel the proper performance of contracts.~~
- ~~4. The professional services must possess knowledge of the specific standards of construction required to assure that the facility is readily accessible to and usable by persons with disabilities, and it is preferred that the firm has successfully done work of like character from which their ability may be inferred.~~
- ~~5. Honesty, integrity, and fiscal responsibility are considered essential to the prudent use of school bond funds.~~
- ~~6. The professional services must have demonstrated the creative design abilities ability (creativity) for in the planning of a good school buildings with and the creation of aesthetic qualities.~~

- ~~7. The professional services must have the staff necessary for the task, and this staff must be organized to provide adequate supervision and perform the other functions of a professional service in a satisfactory manner.~~
- ~~8. The professional services must have the ability and temperament to work cooperatively with others in the building program.~~

~~The administration will supply the School Board with a written evaluation of the professional services provided for each project. This evaluation will be included in the continuing record of professional services provided, and be used in future architectural, engineering, and construction manager services.~~

~~The Superintendent shall obtain a functional evaluation by the principal and faculty after one full year of actual use.~~

The Board will employ a licensed architect to design the plans of each proposed building, building addition, or extensive renovation. For remodeling or the building of new facilities that are 5,000 square feet or less, the Board does not need to hire a qualified licensed architect.

In selecting architects, the following criteria will be considered:

1. Experience in school construction;
2. Evidence of relevant experience in special situations, such as facilities to accommodate people with disabilities;
3. Creative design ability;
4. Technical knowledge to control the design so that the best results are obtained for the least amount of money;
5. Executive and business ability to oversee the proper performance of contracts;
6. Proven ability in all of the major phases of planning and construction: pre-design planning, schematic design, design development, bidding, construction;
7. Ability and temperament to work cooperatively with others;
8. Willingness to consult with staff on educational specifications;
9. Extent and experience of architectural staff in relation to the scope of the planned project.

The architect will be selected by the Board on the basis of the above criteria and will be employed under a contract, which meets the current standards of the American Institute of Architects.

The Board will approve procedures that it will use in the selection of architects and a statement of the architect's responsibilities.

**LEGAL REFERENCE:**

SDCL 13-8-39 Management of schools by board - general powers  
SDCL 13-10-2 General power of School Boards to employ personnel  
SDCL 13-20-1 Board approval required for contracts  
SDCL 36-18A (Technical Professions)

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