

SELECTION AND USE OF ARCHITECTS

Policy Code:

9110

A registered architect will be used as required by law in accordance with Chapter 133, art. 1. In addition, architects may be used for services, such as:

- preparing feasibility studies for additions, alterations or renovations of existing facilities;
- providing consulting services on technical matters;
- providing services as agreed upon related to long range planning or facility design; and
- assisting in the preparation and submission of any documents requested by other governmental agencies.

SELECTION PROCESS

In selecting an architect for facility design and related services, the superintendent will solicit proposals and provide a limited list of architects to the board for consideration which, unless otherwise directed, will take into account at least the following criteria:

- training and experience of project managers, project architects and project designers, especially in school-related designs;
- planning ability and promptness;
- specification writing, accuracy and sufficiency of detail;
- quality of design in appearance and utility;
- inspection and follow through with jobs;
- relationships with contractors; and
- any other factors the board deems relevant.

The board will approve the selection of the architect. Fees will be negotiated with the architect and if a fair and reasonable fee cannot be agreed upon, the board will select the next best qualified architect and negotiate fees. The contract with the architect must be reviewed by the board attorney, approved by the board, and meet all applicable laws and board policies.

The board reserves the right to exempt itself from the process provided in this policy as permitted by G.S. 143-64.32 or other applicable statutes. The superintendent may recommend an exemption for particular projects by stating in writing the reasons and circumstances giving rise to the request.

Legal References: G.S. 133, arts. 1 and 3; 143-64.31, -64.32

Cross References: Site Selection (policy 9010), Facility Design (policy 9020)

Adopted: February 7, 2005