

	ABERDEEN SCHOOL DISTRICT	NEPN Code: FED
	POLICIES AND REGULATIONS	

CONSTRUCTION PLANS AND SPECIFICATIONS

Minimum standards for school building design, as specified in the state school laws, shall not be looked upon as limiting factors in creative school design. The primary guiding principal in designing a school must be to meet educational specifications.

The design development phase, as outlined in the architect/owner contract, is the second step in the development of architectural drawings. This phase shall include preparing drawings and other documents to fix and describe the size and character of the project as to architecture, structure, mechanical, electrical systems, materials and such other elements as may be appropriate.

The architect will present the design development drawings to the construction committee for review and approval prior to scheduling meetings for community input when public meetings are deemed necessary. The architect shall also review the design development plans with local persons who are knowledgeable about construction technique and costs associated with same and who are willing to give their thoughts about the cost effectiveness of proposed construction and architectural details.

The architect will present final design development drawings and specifications to the school board for approval prior to proceeding to the construction document phase. Prior to this approval, the architect/engineer shall present the drawings and design intent to the Superintendent and construction committee members designated by the Superintendent. The schematic design phase as outlined in the architect/owner contract shall be the first step in the development of the architectural drawings. This phase shall include a design project which will identify the function of the facility, facilities required and site location. The architect shall prepare line drawings illustrating the following:

1. Site plan with building
2. Floor plans to illustrate general room locations and overall dimensions
3. Exterior elevations
4. The total area of the building at this stage with a cost estimate for construction

The school board will approve the schematic design phase prior to proceeding to the design development phase. Prior to this approval, the architect shall present the drawings and design intent to the operational services director or designee.

Subsequent to the approval by the school board, the architect shall deliver at least two (2) copies of plans and specifications to the operational services director or a designee. Interested bidders may obtain these directly from the agent or architect who has been employed by the school board, and who will serve as agent of the school board in matters of distribution of plans and specifications to interested bidders.

LEGAL REFERENCES:

SDCL 5-18B-1 Plans and specifications--Advertisement--Availability.
SDCL 5-18B-10 Plans and specifications prepared by architect or engineer
SDCL 13-8-39 Management of schools by board--General power
SDCL 13-20-1 Board approval required for contracts

ADOPTED: November 14, 2000

REVIEWED: July 23, 2007

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