

## FACILITIES DEVELOPMENT PLANS AND SPECIFICATIONS

The planning, design and construction of a school building shall follow a definite plan in which the responsibilities and relationships of all those participating are clearly understood and accepted. In addition to the Board, the certificated staff and local citizens, the services of many specialists shall be retained to secure their technical ability, including educational consultants, architects, engineers, contractors and builders.

### Building Program - Roles

#### Board of Education

The Board authorizes studies to be made, reviews and acts on recommendations, selects and purchases sites, selects and appoints educational consultants and architects, approves preliminary and final building plans and specifications, approves bids and contracts and accepts the completed building.

#### Technical Advisory Committee

The Board may utilize the services of a Technical Advisory Committee for recommendations on the building program.

#### Superintendent

The Superintendent recommends policy and procedure, and advises the Board on all phases of the building program.

#### Certificated Employees

The staff provides assistance and advice on the facilities needed to carry out the educational program, and for the development of the educational specifications and space requirements.

#### Consultants

The educational consultants, through the Superintendent, confer with the Board, the school staff, the architect, required governmental agencies, and assist in the development of functional layouts of the site, the building and the special areas.

#### Architect

The architect is responsible for the development of the facilities program, preliminary and final drawings, specifications and construction cost estimates. The architect also provides technical support services during the bidding and construction phases.

Construction Manager

The construction manager, if the Board so chooses to employ, which may be the architect, is responsible for the constant on-site administration during construction, including coordination of multiple prime contractors.

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