

## **7040 ARCHITECT SELECTION, FEES, AND CONTRACTS**

Architects for specific construction projects shall be recommended by an architect selection committee to the School Board through the Superintendent. Members of the architect selection committee shall be appointed by the School Board and shall include the Director of Business and Finance and others responsible for building planning and construction. Completion of the architect selection process shall be attained as early as possible so that the architect's services may be used in the site selection and public relations aspects of the program. Generally, the School District shall use local architects. Should others located elsewhere clearly have an ability that is needed, however, "out-of-city" firms may be recommended.

The guidelines established for architect selection shall be as follows:

1. The architect must possess the school design experience necessary for the work.
2. The architect 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 architect must have the executive or business ability to compel the proper performance of contracts.
4. In special architectural situations, such as facilities for the handicapped, etc., the architect must have successfully done work of like character from which the architect's ability may be judged.
5. Honesty, integrity, and fiscal responsibility on the part of the architect are considered essential to the prudent use of School District bond funds.
6. The architect must have demonstrated the design ability (creativity) for the planning of a good school and the creation of aesthetic qualities.
7. The architect must have adequate staff for the task, and this staff must be organized to provide adequate supervision and perform the other functions of an architect in a satisfactory manner.
8. The architect must have the ability and temperament to work cooperatively with others in the building program.

The payment of architectural fees shall follow such standards as are consistent with American Institute of Architects (A.I.A.) standards and/or good business practice.

A separate architect's contract shall be signed for each project selected by the School Board. The contract shall include statements outlining specific School District requirements and procedures which must be followed by the architect.

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