ARCHITECT AND ENGINEERING SERVICES

It is the policy of the Longview School District to publicly announce all requirements for architectural and engineering services for a given project in excess of $50,000 and to negotiate contracts for architectural and engineering services on the basis of demonstrated competence and qualification for the type of professional services required at fair and reasonable prices.

The Longview School District shall publish in advance its requirements for professional services. The announcement shall state precisely the general scope and nature of the project or work for which the services are required and the address of a representative of the Longview School District who can provide further details. Compliance with this section may be by:

1. Publishing an announcement on each occasion when professional services provided by a consultant are required by the Longview School District; or

2. Announcing generally to the public its projected requirements for any category or type of professional services.

Interested firms will be requested to submit a statement of qualifications and performance data to enable the board to determine which architectural or engineering firm will best serve the needs of the district. Criteria for selection of a firm shall include, but not be limited to, quality and breadth of staff, design of similar projects, production capability, supervision and quality control, relationship with clients, cost estimates, and budget control. Effort shall be made to inform firms who employ minorities and/or women.

The superintendent is directed to establish necessary procedures to solicit and screen qualified engineers and architects. The superintendent shall recommend one or more firms to the board for its consideration. The board and the successful architectural or engineering firm shall enter into a contract for the necessary services. In the event of an emergency, the board may waive this selection process and secure such services as needed.

Legal Reference:	RCW 28A.330.100(3)	Additional powers of boards (1st class)
	39.80	Contracts for architectural and engineering services
	AGO 1988 No. 4	Contracts for Architectural and Engineering Services
Cross Reference:	Policy 6210	Purchases

Initially Adopted: March 7, 1985
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