

## Facilities

### ARCHITECTURAL AND ENGINEERING SERVICES

BP 7140

The Governing Board desires to provide school facilities that support the educational program and meet all applicable safety and design standards. When required by law, the Board shall employ or contract with a licensed and certified architect and/or structural engineer to design and supervise the construction of district schools and other facilities.

*(cf. 7110 - Facilities Master Plan)*

The architect and/or structural engineer shall be responsible for preparing all construction plans, specifications, and estimates and for the observation of the work of construction. (Education Code 17302)

To ensure compliance with state design and safety standards, preliminary and final plans for any state-funded school facility project, including Board-approved educational specifications for school design when necessary, shall be submitted to the California Department of Education and the Department of General Services, Division of the State Architect. (Education Code 17267; 5 CCR 14030-14032)

The Superintendent or designee shall devise a competitive process for the selection of architects, structural engineers, and other design professionals that is based on demonstrated competence and on the professional qualifications necessary for the satisfactory performance of the services required. For each project, the Superintendent or designee shall recommend architectural and engineering firms to the Board for approval. The Board shall pay fair and reasonable amounts warranted by the provider's qualifications and competence. The Board need not select the lowest responsible bidder.

*(cf. 3311 - Bids)*

#### **PUSD SPECIFIC:**

The Board of Education of the Pasadena Unified School District expresses its commitment to providing contracting opportunities to local service providers, small businesses, and employment opportunities to local trades people and residents, based on Pasadena Unified School District Board Resolution 2780 "Establishing a Small Business Program and Local Business Outreach Program for District Construction, Purchasing, and Service Contracts Administered by the Facilities Department" dated August 29th, 2024.

*(cf. 3311.3 - Design-Build Contracts)*

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#### Legal Reference:

##### EDUCATION CODE

- 17070.10-17079.30 - Leroy F. Greene School Facilities Act, especially:
- 17070.50 - Conditions for apportionment
- 17250.10-17250.55 - Design-build contracts
- 17251 - School construction; duties of the California Department of Education
- 17262-17268 - School construction plans
- 17280-17316 - Approvals, especially:
- 17302 - Persons qualified to prepare plans, specifications and estimates and supervise construction
- 17316 - Contract provision regarding school district property
- 17371 - Limitation on liability of governing board

##### BUSINESS AND PROFESSIONS CODE

- 5500-5502 - Architecture
- 5550-5558 - Architects, licensure
- 6700-6706.3 - Engineers
- 6750-6766 - Engineers, licensure

##### GOVERNMENT CODE

- 4525-4529.5 - Contracts with private architects, engineering, land surveying, and construction project management firms
- 14837 - Definition of small business
- 87100 - Public officials; financial interest

##### PUBLIC CONTRACT CODE

- 20111 - School district contracts

##### CODE OF REGULATIONS, TITLE 5

- 14001 - Minimum standards for school facilities
- 14030-14036 - Standards, planning, and approval of school facilities

##### CODE OF REGULATIONS, TITLE 24

- 101 et seq. - California Building Standards Code

##### CALIFORNIA CONSTITUTION

- Article 22 - Architectural and engineering services

#### Management Resources:

##### CALIFORNIA DEPARTMENT OF EDUCATION PUBLICATIONS

- Plan Submission Requirements for Modernization Projects, Form SFPD 4.08
- Plan Submission Requirements for New Construction, Form SFPD 4.07

##### OFFICE OF PUBLIC SCHOOL CONSTRUCTION PUBLICATIONS

- School Facility Program Handbook, January 2019

##### WEB SITES

- American Institute of Architects California Council: <http://aiacalifornia.org>
- California Department of Education, Facilities: <http://www.cde.ca.gov/ls/fa>
- Department of General Services, Division of the State Architect:  
<http://www.dgs.ca.gov/DSA>
- Department of General Services, Office of Public School Construction:  
<http://www.dgs.ca.gov/OPSC>

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**Policy**

**PASADENA UNIFIED SCHOOL DISTRICT**

**Adopted:** July 9, 1996

Pasadena, California

**Revised:** 04/24/2014; 11/21/2019; 10/24/2024;