

Architect/Engineer/Project Manager/Construction Manager

The following process will be used for the selection of architects, engineers, project managers, construction managers and other professional consultants on major construction projects. The process may be simplified for minor projects.

1. A public invitation to apply will be posted on the district's website and in other appropriate publications. Though similar to the request for proposal (RFP) process, such invitation will be broader in nature, encouraging all qualified firms to apply rather than limiting the invitation to specific firms.
2. The superintendent or designee will appoint a selection committee. The committee may include representatives of the Board, administration, teachers, citizens and experts from the profession involved.
3. The selection committee will conduct a preliminary evaluation of interested firms and will make a recommendation to the Board, if appropriate.
4. The Board will select firms to be further evaluated, if appropriate.
5. The selection committee will perform a detailed evaluation of firms and make a recommendation to the Board.
6. The Board will make a final selection of a firm for each project.

Steps 3 and 4 are optional. Their use will be determined by the selection committee.

Approved: December 15, 1975

Revised: February 8, 1984

Revised: June 11, 2003

Revised: October 28, 2015