

MANCHESTER CITY SCHOOLS

Policy Manual

Descriptor Code: 3.212 Facilities Planning: Involvement of Architects
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Believing that several architects or architectural firms will produce a wider range of experience and talent which should result in development of better or more efficient plans, the board shall recommend one or more qualified architects or firms to be assigned to building projects.

In recommending architects the following criteria will be considered:

- Training and experience;
- Planning ability;
- Promptness;
- Specification in writing, accuracy and sufficiency of detail;
- Design, appearance and utility;
- Ability to meet budget requirements;
- Past performance;
- Relation with contractors;
- Location;
- Work load;
- Volume of work previously awarded by the school system with the objective of effecting an equitable distribution of contracts among qualified firms; and
- Experience with government agencies.

When it becomes necessary to secure the services of an architect or firms, the Board shall request submission of proposal(s) including qualifications and services from interested architectural firms. Public announcements of the proposed projects shall be made.

After review of proposal(s) submitted and interviews with selected firms under consideration by the director of schools and based upon the director's recommendation(s), the Board shall make the final selection.

The Board may hire a construction manager. The selection process will be the same as used to select an architect. Only those with previous expertise in construction management will be considered.¹

Legal References:

1. [TCA 62-2-107](#)
[TCA 62-6-102](#)
[TCA 62-6-103](#)
[TCA 49-2-203\(a\)\(3\)\(C\)\(ii\)](#)

Cross References