

New Construction

Architect and Construction Manager Selection

The Board will continuously strive to provide new facilities and/or timely renovation that will provide the best educational environment for all students within fiscal constraints. To assist the Board in the accomplishment of this objective, an architect will be commissioned for every major building or renovation project initiated by the Board. In its discretion, the Board may also commission the services of a construction manager to assist it with such projects.

Selection of an architect and/or construction manager will be subject to a competitive selection process for all school construction projects costing more than \$10,000, and/or for all projects where required by law in order to be eligible for state financial assistance (including but not limited to school building project grants administered through the State Department of Administrative Services). All such orders and contracts for architectural or construction management services shall be awarded from a pool of not more than the four (4) most responsible qualified proposers after a public selection process. Such process shall involve requests for qualifications, followed by requests for proposals, including fees, from the proposers meeting the qualifications criteria of the request for qualifications process. Public advertisements shall be required in a newspaper having circulation in the towns of Bethlehem and Woodbury, except for school building projects for which the School District is using a state contract pursuant to Section 10-292(d) of the Connecticut General Statutes.

The building committee for the project shall interview qualified applicants for and recommend to the Board an architect (or construction manager) to be considered for the project, consistent with this policy. Where there is no building committee for a project, the Board shall appoint a selection committee whose sole function is to interview qualified applicants and recommend to the Board an architect (or construction manager) to be considered for the project, consistent with this policy. Such a selection committee shall be composed of the following persons:

- An outside volunteer architect or person familiar with architectural design (if available)
- Superintendent or his/her designee
- Buildings and Grounds Manager
- Business Manager
- Board of Education members

The building committee or the selection committee, as the case may be, will establish any additional criteria to be used by it in ranking applicants in addition to such criteria set forth in this policy and the law, and will also establish procedures to be used in conducting interviews.

The committee shall evaluate the proposals to determine up to four (4) most responsible qualified proposers using those criteria previously listed in the requests for qualifications and requests for proposals for selecting architectural or construction management services specific to the project or the School District. Such evaluation criteria shall include:

- due consideration of the proposer's pricing for the project,
- experience with work of similar size and scope as required for the order or contract,

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- organizational and team structure for the order or contract,
- past performance data, including, but not limited to, adherence to project schedules and project budgets and the number of change orders for projects, the approach to the work required for the contract and documented contract oversight capabilities, and
- such other criteria specific to the project, as determined by the Board via its duly designated building or selection committee.

Final selection is limited to the pool up to four (4) most responsible qualified proposers and shall include consideration of all criteria included within the request for proposals. As used in this policy, “most responsible qualified proposer” means the proposer who is qualified when considering price and the factors necessary for faithful performance of the work based on the criteria and scope of work included in the request for proposals. The building (or selection) committee shall then recommend to the Board its selection for the project from said pool.

Legal Reference: Connecticut General Statutes

PA 07-249 An Act Concerning Authorization of State Grant Commitments for School Building Projects and Changes to the Statutes Concerning School Building Projects

10-287 Installment payments of school building project grants. Construction contracts subject to bid. Withholding of state grant payments; conditions. Submission of final grant application

10-292 Review of final plans by Commissioner of Administrative Services. Exceptions; role of local officials

Policy adopted: April 3, 2017

REGIONAL SCHOOL DISTRICT NO. 14
Bethlehem and Woodbury, Connecticut