

New Construction

Architect Selection

The Orange Board shall work to construct appropriate modern facilities and/or timely renovations to provide the best educational environments possible for all students within fiscal constraints. To assist the Orange Board, an architect shall be commissioned for every major building or renovation project initiated by the Board. Selection of an architect and/or construction manager for school construction projects costing more than \$10,000 is subject to a competitive bidding process

In selecting an architect, the following criteria shall be considered:

1. Training and experience including that of partners and associates.
2. Planning ability and promptness.
3. Specification writing, accuracy, and sufficiency of detail.
4. Design, appearance, and utility.
5. Supervision in construction phase of project.
6. Relation with contractors.
7. Experience with government agencies.

In compliance with Section 25 of P.A. 07-249, contract for architectural or construction management services executed on or after July 1, 2007 must be awarded to the lowest responsible bidder only after a public invitation to bid. Supporting documentation for audit purposes include newspaper invoices or advertisements, bid summaries and other documentation which supports the district's choice.

The Board shall appoint an architect screening committee to interview qualified applicants and recommend two or three architect finalists for each project. From the architects recommended by the screening committee, the Superintendent will select an architect to be recommended to the Board of Education. The architect screening committee will be composed of the following:

1. An outside volunteer architect or person familiar with architectural designing (if available);
2. Business manager;

3. Other central office staff designated by the superintendent;
5. All Orange Board of Education members who choose to serve on the committee

The Superintendent shall establish the criteria to be used by the committee in ranking applicants and the procedure to be used in conducting interviews.

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

Policy adopted: May 13, 2013