

New Construction

**ARCHITECTURAL AND ENGINEERING SERVICES**

Upon approval by the Governing Board, the Superintendent/designee shall engage the services of a licensed architect(s) or engineer(s) holding a valid certificate for the preparation of plans, specifications, or estimates for any approved construction project through a signed contract. (Education Code 17302)

The contract shall include statements outlining specific District requirements and procedures that must be followed.

*(cf. 3312 - Contracts)*

The contract shall specify that all plans, specifications, and estimates prepared by the contractor shall become the property of the District. (Education Code 17316)

The Superintendent/designee shall ensure that the selection process for projects receiving state funding: (Government Code 4526)

1. Ensures that projects entail maximum participation by small business firms as defined pursuant to Government Code 14837.
2. Prohibits practices that might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration.
3. Prohibits District employees from participating in the process when they have a relationship with a person or business entity seeking a contract that would subject the employee to the prohibition of Government Code 87100.

*(cf. 9270 - Conflict of Interest)*

Contractors for any architectural, landscape architectural, engineering, environmental land surveying, or construction project management services shall be selected at fair and reasonable prices on the basis of demonstrated competence and professional qualifications necessary for the satisfactory performance of the required services. (Government Code 4526)

The Superintendent/designee shall: (Government Code 4527)

1. Develop criteria applicable to the selection of architects and engineers.

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2. Provide pertinent information for detailed evaluations of current statements of prospective contractors' qualifications and performance data.
3. Recommend the firm deemed to be the most highly qualified to provide the required services in accordance with established criteria.