

FEAB-R Selection and Employment of Architecture and Engineering Firms

5/13/15

GSBA Reference: FEAB (Architects Involvement in Project Planning)

RATIONALE/OBJECTIVE:

The Cobb County School District (District) recognizes the importance of qualified architectural and engineering support to the planning and construction process and for the protection of the public investment that construction represents.

RULE:**A. SELECTION/EMPLOYMENT:**

The selection and employment of an architect or engineer by the District or Board of Education shall be in accordance with the following procedures:

1. Qualification:

An architect or engineer wishing to enter into a contract for the purpose of providing architectural or engineering services to the District must submit a résumé listing the organization's experience with emphasis on the design of kindergarten thru 12th grade facilities.

2. Architect-Engineer Review Committee:

An Architect/Engineer Review Committee consisting of three (3) members from the SPLOST Division staff shall review architect's and/or engineer's qualifications from résumés submitted. The committee will evaluate and recommend:

- a. Applicants to be maintained on a qualified list; and
- b. Firms to be awarded projects using a merit system which takes into account the firms' prior experience and performance on K-12 projects in general and the firms' prior experience and performance on project for the District in particular.

B. SOLICITATION:

The solicitation for architectural and/or engineering services shall be coordinated by the SPLOST Division.

C. FEE:**1. Construction Projects:**

The basic contract fee for a selection that requires the preparation of construction documents and results in award of a construction contract shall be based on the value of such contract in accordance with Form FEAB-1.

2. Non-Construction Services:

The basic contract fee for a selection that does not require preparation of construction documents that result in award of a construction contract, such as master planning, facility evaluations, needs assessments, etc. shall be by negotiated fee utilizing industry standards and market conditions.

B. CONTRACT APPROVAL:

Approval of architect or engineer's contracts shall comply with the provisions of Board Policy DI (Accounting and Reporting).

Approved: 2/8/67

7/74; 10/27/83; 11/9/83; 8/8/84; 11/8/89; 5/14/90; 12/13/95

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Revised: 9/22/05; 2/11/09, 8/10/11

Revised and recoded: 8/23/12 (Previously coded as Administrative Rule FEB)

Revised: 2/12/14; 5/13/15