

Construction

Educational Consultant, Architectural Consultant, and/or Architect

The Board of Education is charged with developing concepts and educational specifications for construction of facilities. To provide the best possible educational environment within financial and physical constraints, it may be necessary to retain either an educational consultant or an architect who is familiar with the structures and equipment needed to house educational programs, to assist the Board in its preliminary planning.

Choosing an Educational, Architectural Consultant, and/or Architect

The Board, when deemed appropriate, will appoint a committee, including the Superintendent and/or a designee, to interview qualified applicants to assist with project planning and recommend an Educational or Architectural Consultant for the project.

Membership of the committee should include, but not be limited to: when possible, an outside volunteer architect or person familiar with architectural designing, the Superintendent or designee, ~~Director of Management Services~~ **Director of Business and Operations**, Director of Buildings and Grounds, representative of the Permanent Building Committee and one or more Board of Education members.

In selecting an educational consultant, the following criteria will 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. Familiarity with the type of educational programming and organizations used in the local schools.
5. Proven record of effectiveness on previous projects.
6. Experience with state and local level government agencies in the State of Connecticut.

Legal Reference: New Fairfield Code of Ordinances
Division 8, Building Committee, Sec. 2-171(d)

Policy adopted:	May 1, 2003	NEW FAIRFIELD PUBLIC SCHOOLS
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