

# UNITED INDEPENDENT SCHOOL DISTRICT AGENDA ACTION ITEM



**TOPIC:** Approval of First and Final Reading of Policy CV Local – Facilities Construction

**SUBMITTED BY:** Cordelia Flores Jackson **OF:** Director of Purchasing

**APPROVED FOR TRANSMITTAL TO SCHOOL BOARD:** \_\_\_\_\_

**DATE ASSIGNED FOR BOARD CONSIDERATION:** May 21, 2008

**RECOMMENDATIONS:**

**It is recommended that the Board of Trustees Approve First and Final Reading of Policy CV (LOCAL) – Facilities Construction**

**RATIONALE:**

**BUDGETARY INFORMATION:**

**BOARD POLICY REFERENCE AND COMPLIANCE**

FACILITIES CONSTRUCTION

CV  
(LOCAL)

COMPLIANCE WITH  
LAW

The Superintendent shall be responsible for establishing procedures that ensure that all school facilities within the District comply with applicable laws and local building codes.

CONSTRUCTION  
CONTRACTS

**Other than as an exception, the project delivery/contract award method to be used for each construction contract valued at or above \$25,000 shall be the competitive sealed proposal method as allowed under Texas Education Code Section 44.0312, Chapter 44, Subchapter B, as determined and approved by the Board to be the best value. If another method is deemed more appropriate for a particular construction project, the Superintendent or designee shall submit a recommendation for the Board to consider, determine, and approve such delivery method that provides the best value to the District. [See CV series]**

~~Prior to advertising, the Board shall determine the project delivery/contract award method to be used for each construction contract valued at or above \$25,000. To assist the Board, the Superintendent shall recommend the project delivery/contract award method that he or she determines provides the best value to the District. [See CV series]~~

For all construction contracts valued at or above \$25,000, the Superintendent shall **be authorized to sign** also submit the resulting contract once to the Board for approval **has approved the proposal/bid**. Lesser expenditures for construction and construction-related materials or services shall be at the discretion of the Superintendent and consistent with law and policy. [See also CH]

PROJECT  
ADMINISTRATION

All construction projects shall be administered by the Superintendent or designee.

The Superintendent shall keep the Board informed concerning construction projects and also shall provide information to the general public.

EMERGENCY  
DAMAGE OR  
DESTRUCTION

**The Board shall be notified of any exceptions to competitive procurement requirements due to damage to school facilities or equipment, as noted in CH(LEGAL) and CV(LEGAL).**

CHANGE ORDERS

**The Superintendent or designee shall approve all change orders to construction contracts valued up to \$25,000 without requiring Board approval. Change orders in excess of \$25,000 shall be approved by the Board or its designee prior to any changes being made in the plans or the actual construction of the project. The Superintendent or designee shall approve**

FACILITIES CONSTRUCTION

CV  
(LOCAL)

**any time extensions to construction contracts without requiring Board approval.**

~~Change orders shall be approved by the Board or its designee prior to any changes being made in the approved plans or the actual construction of the facility.~~

FINAL PAYMENT

Final payments for construction work and/or the supervision of such work in the District shall not be made until the work has been completed and accepted by the ~~Board~~ **Superintendent or designee.**

COMPETITIVE  
PROCUREMENT  
REQUIREMENTS

**The following provisions shall apply to purchasing supplies, equipment, and services:**

- 1. Aggregate purchases of a particular category of related items or services must be submitted to a competitive procurement process when the aggregate purchase will total \$25,000 or more over a 12-month period. Purchases of this magnitude must be processed by the purchasing department since the entire District's purchases of a category of related items or services are considered in determining the competitive process to be used.**
- 2. Emergency purchases, where equipment or school facilities have been destroyed or severely damaged, may be authorized by the Superintendent and shall be subsequently reported to the Board.**
- 3. Contracts for the purchase of items or services from state contracts, Board-approved Purchasing Cooperatives, and Department of Information Resources ("DIR") may be made without securing Board approval.**
- 4. Patented or copyright-protected items that are only available from one source may be purchased without securing Board approval if no other like items are available that would serve the same purpose or function.**