

SANTA ANA UNIFIED SCHOOL DISTRICT

AR 7140

Facilities

Architectural and Engineering Services

The Governing Board shall engage the services of a licensed architect(s) holding a valid certificate or engineer(s) holding a valid certificate for the preparation of plans, specifications or estimates for any construction project through a signed contract. (Education Code 17302) (cf. 3312 - Contracts)

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 services required. (Government Code 4526)

The Superintendent or 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.
2. Prohibits practices which might result in unlawful activity such as rebates, kickbacks, or other unlawful consideration.
3. Prohibits District employees from participating in the selection process when they have a relationship with a person or business entity seeking a contract which would subject the employee to the prohibition of Government Code 87100. (cf. 9270 - Conflict of Interest)

The selection process may also include: (Government Code 4527)

1. Detailed evaluations of current statements of prospective contractors' qualifications and performance data.
2. Discussion of alternative approaches for furnishing the services with at least three firms.
3. Selection of at least three firms deemed to be the most highly qualified to provide the required services, in accordance with established criteria and recommended in order of preference.

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

Approved: 7-02

Santa Ana, CA