

Dickson County Board of Education

Monitoring: Review: Annually, in October	Descriptor Term: New Project Planning	Descriptor Code: 3.211	Issued Date: 02/24/11
		Rescinds:	Issued:

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ARCHITECT SELECTION¹

1. Appointed by the Board for each specific project.
2. Service
 - a. Design and complete working drawings and provide as-was construction drawings.
 - b. Supervise construction as outlined in Standard A1A Contract.
3. Fees shall not exceed five percent (5%).
4. Contract as agreed to by the Board.

ENGINEER SELECTION¹

Engineer shall be selected by the architectural firm.

SITE SELECTION

1. As a result of consideration of population center, transportation routes, accessibility to utilities.
2. Land acquired not to be less than eighty percent (80%) usable.

EQUIPMENT AND FURNITURE SELECTION

1. By special committee.
2. Purchasing by bid letting.
3. Installation by the seller.

FINANCIAL METHODS

1. Bond indebtedness/limitations as established by the County Commission.
2. Issuance of Bonds
 - a. By county financial advisory when approved by initial resolution and bond resolution.
 - b. Length of term as established by County Commission.
 - c. Sale of bonds as advised by financial consultant.

- 1 3. Temporary investment shall be determined by the director of schools, chairman of board, and county
- 2 executive.
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- 4 4. Short-term borrowing shall be provided by the County Commission with the county executive acting
- 5 as borrower.
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7 **TAX LEVIES**

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9 As determined by the County Commission.

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11 **DETERMINATION OF COST**

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- 13 1. Preliminary estimates.
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- 15 2. Periodic computations during construction.
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- 17 3. Final computation upon construction completion.
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19 **PAYMENT TO CONTRACTOR**

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- 21 1. Periodic, as recommended to the Board by the architect.
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- 23 2. Adjustments and corrections, as recommended to the Board by the architect.
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- 25 3. Final
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- 27 a. After completion of punch list.
- 28 b. Copies of working drawings given to board members.
- 29 c. Copies of hardware schedule given to board members.
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31 **FUNDING**

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- 33 1. Board will determine need.
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- 35 2. Board will appear before Finance Committee of County Commission to discuss the need.
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- 37 3. After the need is substantiated by the manager of finance, the Board shall proceed by selecting an ar-
- 38 chitect to plan the particular project and have bids opened as to the cost.
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- 40 4. Following the opening of bids, the Board will then request this sum of money from the commission.
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44 Legal Reference:

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- 46 1. TCA 62-2-107
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