

MONONA GROVE SCHOOL DISTRICT

Board Policy 922

PRELIMINARY AND FINAL PLANS AND SPECIFICATIONS

The architect shall prepare preliminary plans and specifications after receiving authorization from the Board. The Board, Superintendent and other staff shall provide the architect with educational specifications, financial data and other pertinent information necessary for planning. The architect shall make revisions to the preliminary plans and specifications, as needed.

The architect shall prepare final plans, specifications and contract documents after receiving authorization from the Board. The Board, Superintendent and other staff shall continue to provide information and decisions necessary for the architect to prepare final plans, specifications and contract documents.

It shall be the responsibility of the architect to obtain approval from the appropriate regulatory authorities and the Board before releasing the plans and specifications for bid purposes.

CROSS REFERENCE: Board Policy 931, Educational Specifications
 Board Policy 921, School Facility Surveys
 Board Policy 932, Selection of an Architect

LEGAL REFERENCE:

BOARD APPROVAL: July 8, 2003