

NON-INSTRUCTIONAL SERVICES: Purchasing

On-Call Consultant (Architects, Engineers, and Surveyors)

I[1]. In accordance with the standards set forth in Policy 3260, the Superintendent [or designee] will determine the type of on-call services required based on the capital and operating budgets and the anticipated needs of the school system.

II[2]. On-call consultants may be used, but shall not be limited to, professional services related to design, construction, studies, and consultations.

III[3]. Selection Process

A. On-call consultants shall be selected in accordance with the procedures set forth in Rule 3250 and/or through contracts established by other government agencies. [No fewer than two (2) professional consultants shall be selected for any given service.]

IV[4]. Fees and Services

A[a]. The fee for services rendered shall be identified and negotiated as stated in Rule 3250.

B[b]. ON-CALL CONSULTANTS MAY BE USED ON ANY PROJECT WHERE THE ESTIMATED TOTAL COST OF THE PROJECT DOES NOT EXCEED \$2,000,000. [The duration of a contract for on-call services shall be two (2) years provided that an on-call consultant's services continue to be satisfactory.]

[In August of each year, the Superintendent or designee shall report to the Board of Education the number and type of on-call consultants for which selection will be sought.]

[c. The maximum amount to be paid to an on-call consultant shall be \$300,000 during any given contract.]

V[5]. Once selected, consultants shall be placed on a list and contacted on an AS-NEEDED [rotating] basis. The Superintendent [or designee] shall retain the right to decline any consultant's services if unable to negotiate an acceptable fee or if the consultant is unable to meet the project's time frame.

Rule
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Superintendent of Schools