

SUPERVISION OF CONSTRUCTION
SEARCH:FEG-1

The School Board shall require from a person employed by and directly responsible to the school division, cooperating with the appropriate engineering and construction personnel, a review of the consultants'/contractors' architect's activities in his/her supervision of building construction.

This person is to be known as the construction representative, project manager inspector, or Clerk of the Works Director of Planning, Design and Construction, with duties to be commensurate with the magnitude of the project.

This person will protect the interest of the school system, assure adherence to the contract documents, in accordance with state regulations, and assure quality construction. The specific duties and responsibility of the Clerk of the Works Director of Planning, Design and Construction, project manager inspector or construction representative shall be established by the Superintendent.

Assurance of this supervision will be furnished by the Board to the state supervisor of school buildings prior to approval of plans and specifications for construction. The division superintendent's approval, architect's or engineer's statement, and a copy of the final plans and specifications shall be submitted to the Superintendent of Public Instruction.

Financial Management of Construction Funds

The Superintendent shall establish financial management procedures for capital improvement program funds that adequately ensure the security and efficient and effective use of these funds.

These procedures shall address or incorporate, at a minimum, the following:

- ~~Board approval required in advance for any project to be paid from the renovations account that exceeds \$20,000.~~
- Board approval required for all Capital Improvement Program contracts above \$500,000.
- Board approval required in advance for the transfer of any amount of funds in excess of equal to or greater than \$50,000 from one Capital Improvement Program project category and/or site/location to others [refer to revised policy DA].
- Board approval required to expend any amount over 110 per cent or \$50,000, whichever is greater, of the Board approved construction contract on any Capital Improvement Program contract project category, even if the Board has previously approved a project budget that exceeds 110 percent of the contract.
- ~~Quarterly status reports to the City (with copies to the Board) in accordance with City Resolution No. 573 that includes, but is not limited to, the following:~~
 - ~~Project and Actual Cost~~
 - ~~Projected and actual beginning and completion dates~~
 - ~~Anticipated problems with proposed solutions~~
- Periodic Quarterly reports to the Board on Capital Improvement Program project status, encumbrances, expenditures, and balances.

~~• The Superintendent shall ensure that City approval is obtained when the School Board determines to transfer capital improvement funds between projects, or from the reserve or clearing account, in accordance with this policy.~~

• ~~Further,~~ The Superintendent shall ensure that the Capital Improvement Program is budgeted, implemented, and accounted for in accordance with all applicable statues, ordinances, policies, and regulations.

• Adopted: October 24, 1996

• Amended:

• Legal Refs.: Code of Virginia, 1950, as amended, sections 22.1-138; ~~22.1-139; 22.1-240; 22.1-140~~ Virginia State Department of Education, School Building Manual City Charter, Sec. 6.1 City Resolution No. 573