



Mitchell Technical Institute POLICY

Category	Approval		
Series 600: Facilities Development	Effective	Administration	Board
	2/22/10	12/4/09	2/22/10
	Revised		For Review
	6/27/2016		2020

SELECTION OF AN ARCHITECT AND OTHER BUILDING DESIGN AND CONSTRUCTION PROFESSIONALS

MTI 642

Mitchell Technical Institute will employ a licensed architect to design the plans of each proposed building, building addition, or extensive renovation. For remodeling or the building of new educational facilities, that are 5,000 square feet or less, the Institute does not need to hire a qualified licensed architect.

In selecting architects and other building design and construction professionals, the following criteria will be considered.

1. Experience in school construction
2. Evidence of relevant experience in special situations, such as facilities for persons with disabilities
3. Creative design ability
4. Technical knowledge to control the design so that the best results are obtained for the least amount of money
5. Executive and business ability to oversee the proper performance of contracts
6. Proven ability in all of the major phases of planning and construction: predesign planning, schematic design, design development, bidding, and construction
7. Ability and temperament to work cooperatively with others
8. Willingness to consult with staff on educational specifications
9. Extent and experience of architectural staff in relation to the scope of the planned project
10. References from previous relevant projects
11. Knowledge of and willingness to comply with state and local building codes and regulations

The architect will be selected by the Institute on the basis of the above criteria and will be employed under a contract, which meets the current standards of the American Institute of Architects.

The Board will approve procedures that it will use in the selection of architects and a statement of the architect's responsibilities.