

Designing**ARCHITECT/ENGINEER ADVISORY COMMITTEE****I. Objective**

The objective of the establishment of the Architect/Engineer Advisory Committee is to establish a group of design/construction professionals to provide advice to the Superintendent and the Board in the following areas:

- A. Review policies and procedures and recommend changes which would provide for more efficient and effective design and construction operations.
- B. Assist in the evaluation and development of new design/construction techniques.

II. Committee Membership

The Committee shall consist of the following membership:

A. Voting Members -

- 2 practicing registered architects
- 1 practicing professional structural engineer
- 1 practicing professional electrical engineer
- 1 practicing professional mechanical engineer
- 1 practicing professional civil engineer
- 1 practicing professional landscape architect
- 2 Licensed General Contractors

Lists of principal nominees, and an alternate for each principal nominee, shall be solicited by the Superintendent from recognized architectural, engineering and general construction contractor organizations. Board members may also submit nominees to the Superintendent. All nominees must be actively engaged in the construction industry in Miami-Dade County, Florida.

The Superintendent shall select and recommend to the Board a list of names for appointment to the Committee for a two year term.

B. Staff Liaison and Resource Persons

The Chief Facilities Officer, Facilities Planning and

Construction, will provide staff support and liaison to the Committee, including the notification of meetings, preparation of agendas, documentation of meetings, and development of reports and data for the use of the Committee, as required.

In addition to staff, one School Board member, or designee, selected annually by the Board Chair, shall attend the meetings of the Committee.

The Board's Architectural Projects Consultant and Engineering Projects Consultant shall attend Committee meetings as necessary.

A representative of the Minority/Women Business Enterprises Committee, designated annually by the Chair of that Committee, shall attend Committee meetings as necessary.

III. Activities

The Committee shall meet regularly, no less than bi-monthly, to review and, if applicable, make recommendations on various design/construction matters, such as but not limited to:

- A. A/E related professional service contract selection policies and procedures.
- B. Construction bidding procedures and documentation.
- C. A/E performance evaluation policies and procedures.
- D. Construction inspection, acceptance, and warranty policies and procedures.
- E. Review of new design concepts, techniques, and systems.
- F. Review of new construction processes, materials, and systems.
- G. Analysis of specific design/construction problem areas, as selected by the Superintendent and/or identified by the Committee.

IV. Miscellaneous

- A. Voting members of the Committee shall not be involved in any way in the actual selection of A/E firms for commissioning by

the Board.

- B. The Committee shall direct all reports and recommendations to the Board through the Superintendent.
- C. All meetings of the Committee shall be open to the public in accordance with the Florida Sunshine Law and all documents sent to or originated by the Committee shall be available to the public.
- D. The Committee shall establish by-laws, elect officers, schedule meetings, and take other administrative actions as necessary to conduct its activities.

Specific Authority: 230.22(2) F.S.

Law Implemented, Interpreted, or Made Specific: 235.211 F.S.

History: THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA

New: 4-1-87

Amended: 3-8-89; 4-19-89; 8-22-90; 6-24-92

Technical Change: 5-1-98