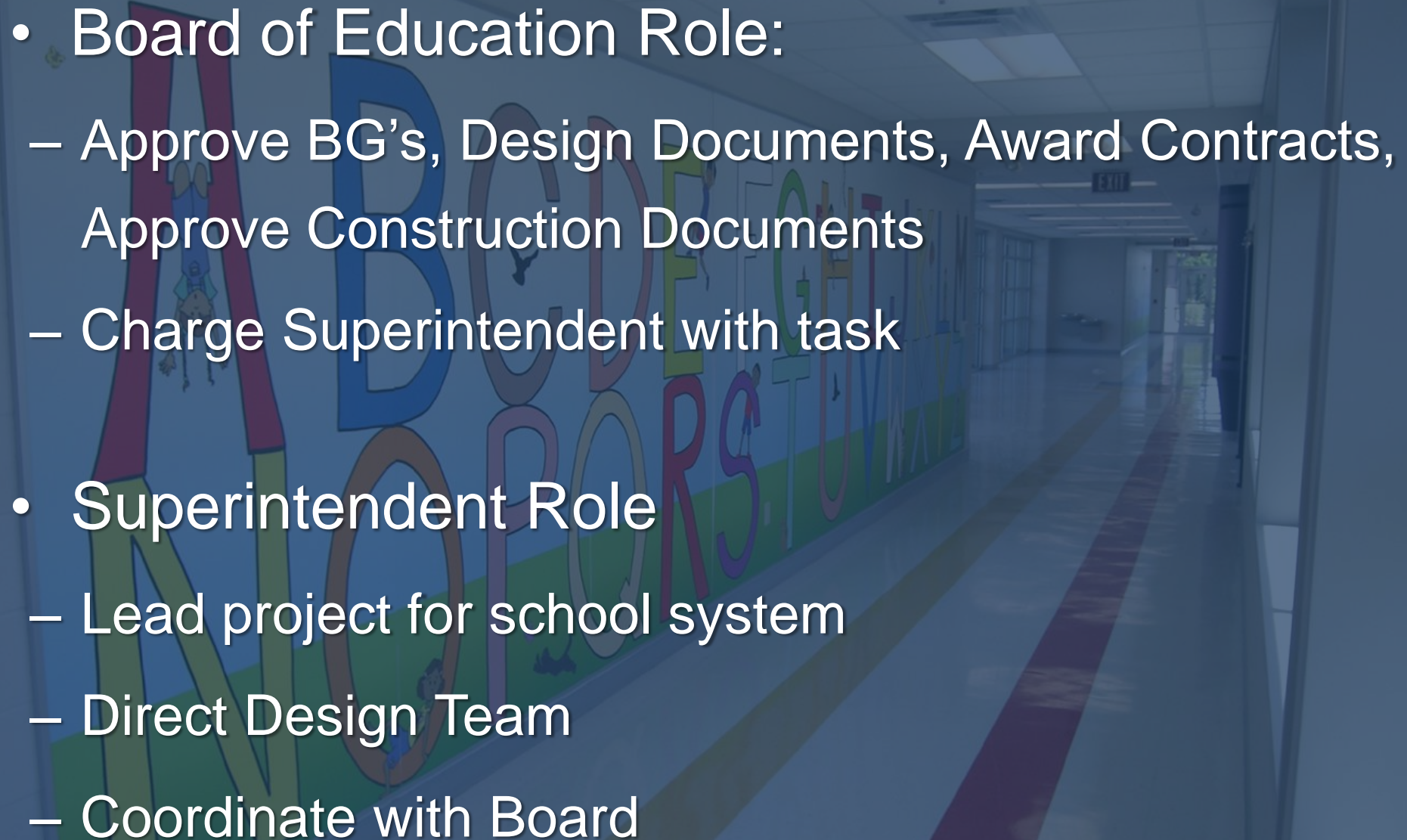




Henderson County Public Schools New Spottsville Elementary Procedure Outline Presentation

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- The background of the slide is a photograph of a school hallway, dimmed to allow text to be read. On the left wall, there is a large, colorful mural of the words "BOARDERS" in a stylized, blocky font. The hallway has a polished floor with a red and yellow striped pattern. An "EXIT" sign is visible at the end of the hallway.
- Board of Education Role:
 - Approve BG's, Design Documents, Award Contracts, Approve Construction Documents
 - Charge Superintendent with task
 - Superintendent Role
 - Lead project for school system
 - Direct Design Team
 - Coordinate with Board

- Architect's Role:
 - Lead Owner and Design team through the process
 - Coordinate with Board for approvals
 - Bring project committee wishes to life
 - Monitor Construction
 - Keep Owner Informed
- Construction Manager Role:
 - Set project schedule with Owner and Architect
 - Budget
 - Provide Opinions of Probable Cost
 - Oversee Construction
 - Communicate with Board for approval

KICK OFF THE PROJECT

- Board approves BG1 and hires Architect and CM
 - That has been completed

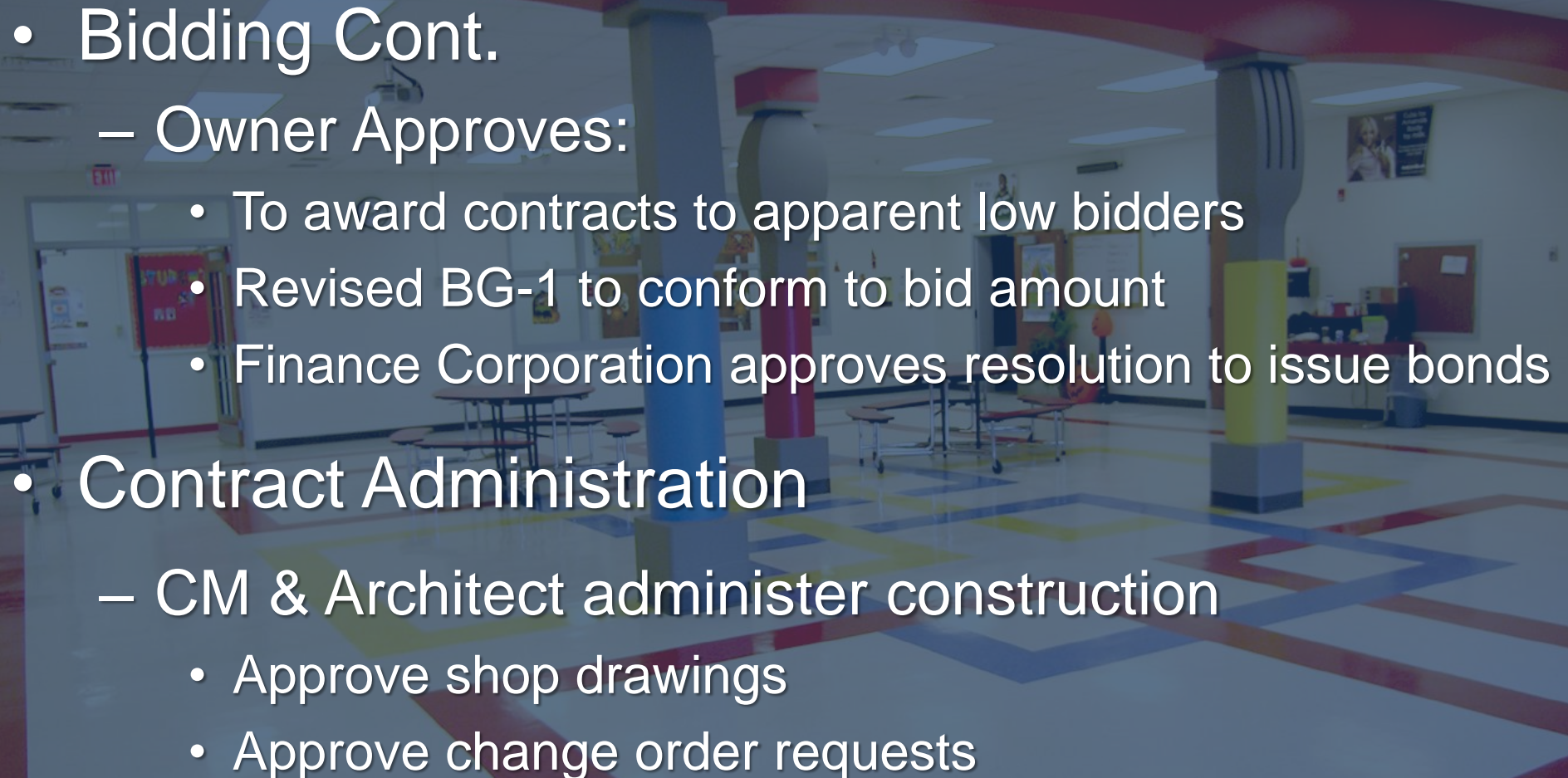
5 Phases of Project

- Schematic Design
 - Owner selects building committee
 - Architect assists building committee with writing building program
 - Architect completes schematic floor plans and submits for Board approval
 - CM provides Owner with Opinion of Probable Cost of Construction
 - Owner, CM and Architect Meet with KDE in Frankfort to get schematic approval

- Design Development Documents (DD's)
 - Architect further develops drawings for Board approval
 - CM revises Opinion of Probable Construction Cost
 - Board Approves:
 - DD Documents & Budget
 - BG 2 and BG 3
 - Owner and Architect may meet with KDE for approval

- Construction Documents (CD's)
 - Architect completes documents for bidding and submits for board approval
 - CM revises Opinion of Probable Construction Cost
 - Board approves:
 - Construction Documents for bidding
 - Revised BG 3
 - KDE Approval

- Bidding
 - CM puts documents out for bid (4 to 6 weeks)
 - CM schedules pre-bid meeting
 - Design team issues addendums
 - CM receives bids
 - Architect and CM review bids, make recommendations to Board to award
 - Architect and CM get KDE approval
 - Ross Sinclair & Associates
 - Schedule bond sale
 - Revise BG 1

- 
- The background of the slide is a photograph of a school cafeteria. The floor is light-colored with large, colorful geometric patterns in red, blue, and yellow. There are several round tables with metal frames and red seats. In the background, there are white walls, a bulletin board, and a poster. The image is slightly faded to allow the text to be read clearly.
- Bidding Cont.
 - Owner Approves:
 - To award contracts to apparent low bidders
 - Revised BG-1 to conform to bid amount
 - Finance Corporation approves resolution to issue bonds
 - Contract Administration
 - CM & Architect administer construction
 - Approve shop drawings
 - Approve change order requests

- Contract Administration Cont.
 - Select colors
 - Update Board on construction
 - Hold monthly meetings
 - Review and approve pay applications
- Board approves:
 - Color selections
 - Changes in work “change orders”
 - Pay applications
 - Revised BG 1, BG 4 and BG 5

Where do we go from here?

Owner sets Project Committee or “Building Committee”

- Superintendent
- 1 Board Member who represents Spottsville
- Maintenance Personnel
- Principal
- 1 to 3 Teachers

Programming

- Architect writes program
 - Interview Building Committee and specialized Teaching Staff
 - Media Specialist
 - Physical Education
 - Art
 - Kitchen
 - Other

Programming Cont.

- Architect completes Schematic Design
- CM completes Opinion of Probable Construction Cost
- Board Approves Schematic Design

Items Board supplies to Architect

- Site Survey (American Engineers)
- Geotechnical Survey



Questions?