

## OPERATIONAL SERVICES

### FACILITIES DEVELOPMENT - ARCHITECTURAL PLANNING

Through discussion with its Architect, the Board will clarify its desires in regard to the functional, architectural, structural, mechanical, financial, and aesthetic criteria which will influence the design of the proposed facility. Based on these discussions, the Architect will submit preliminary sketches and floor plans for Board consideration.

The Superintendent and appropriate members of his staff should participate actively in the planning process.

As soon as feasible, cost estimates should be made by the Architect, so that adjustments in the plans can be made as necessary.

Final plans shall be approved by the Board and must meet all legal requirements, including the Illinois Life/Safety Code. They must be approved by the Superintendent of the Educational Service Region.

Payment for Architect's services shall be made in amounts as agreed upon in a contract payable over the life of the construction project.

LEGAL REF.: 105 ILCS 5/3-14.20

Adopted: March 10, 1983  
Revised: June 10, 1999  
Revised: September 28, 2006