

The Board of Education shall require from personnel employed and directly responsible to the District a review of the architect's activities in his/her supervision of building construction. This review shall include adequacy of field inspection of the contractor's operations, administrative activities of the architect relating to construction, and any other matters relating to the interest of the District. The District's representative shall make periodic reports certifying by his/her personal knowledge, that the work of the construction contractor and the architect is being performed in accordance with plans, specifications, and contracts.

A change order in the amount of \$0- \$50,000 will be approved by the superintendent or designee. A change order in the amount in excess of \$50,000 - \$100,000 will be brought to the facility committee for consideration and action. A change order in the amount in excess of \$100,000 will be brought to the full board for consideration and action.

Upon the completion of the building construction and a final inspection of all its aspects by the architect, contractors, and school officials, a recommendation for its acceptance is made to the Board.

Legal Ref.: Section 120.12(1) Wisconsin Statutes

**Adoption Date:** 1/10/83

**Revised:** March 1994  
July 2002  
February 2025