

FEH - SUPERVISION OF CONSTRUCTION (Clerk of the Works)

The Board may employ a Clerk of the Works who shall be directly responsible to the Board for review of the architect and contractor's activities in his/her supervision of building construction. This review shall include field inspection of the contractor's operations, review of 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.

Change orders may be recommended by the Clerk of the Works to the Superintendent who will refer them to the Board for consideration. The Board may delegate its authority to a subordinate individual or group at its discretion.

Upon completion of building construction and after a final inspection of all its aspects by the design professional, contractors, and school officials, a recommendation for its acceptance will be made to the Board by the design professional and the Clerk of the Works.

Statutory/Regulatory/Policy/Handbook Cross References

RSA 199:3, 4, 4a (Transfer of Building)
Handbook (None)

APPROVED: March 4, 2010

PREVIOUS POLICY: None