SCHOOL FACILITIES

Project Supervision

The duties of the project supervisor shall include, but are not limited to:

1. Working with the architect in the preparation of bid specifications and administering the bid procedures;

2. Assuring compliance with state and federal funding requirements;

3. Seeking maximum cost savings by utilization of guidelines of the state’s cost stabilization program or other procedures;

4. Recommending methods of construction;

5. Supervising work to assure compliance with budget, specifications and plans;

6. Inspecting all work and recommending that work cease or proceed as needed;

7. Working with public authorities to assure proper compliance with licensing, safety, fire, and health regulations;

8. Assisting the staff member responsible for facilities operation and maintenance to become knowledgeable of the new or renovated facility; and


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