

SCHOOL FACILITIESProject Supervision

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

- A. Working with the architect in the preparation of bid specifications and administering the bid procedures;
- B. Assuring compliance with state and federal funding requirements;
- C. Seeking maximum cost savings by utilization of guidelines of the state's cost stabilization program or other procedures;
- D. Recommending methods of construction;
- E. Supervising work to assure compliance with budget, specifications and plans;
- F. Inspecting all work and recommending that work cease or proceed as needed;
- G. Working with public authorities to assure proper compliance with licensing, safety, fire and health regulations; and
- H. Assisting the staff member responsible for facilities operation and maintenance to become knowledgeable of the new or renovated facility.