

Consideration for Hiring of Project Manager for Five New Schools

Policy Reference: OE-13: The superintendent shall assure that physical facilities support the accomplishment of the board's **Results** policies, are safe and properly maintained.

Background Information: Additional project management assistance was requested by the Facilities Department to oversee the construction of the five new schools. This is due to the simultaneous and accelerated schedules of the new schools, and because existing project management staff are heavily committed with ongoing sustainment, building modification, and other projects. Options were presented to the Facilities Committee including the hiring of a project management company or supplementing with staff positions. The Committee recommended pursuing staff positions with a widespread advertisement. 30 total applications were received with 18 candidates meeting the minimum requirements. An interview panel reviewed these 18 applications and invited seven candidates for personal interviews. Six candidates accepted and interviews were conducted March 16, 2016. Three candidates were selected for the Committee's consideration, however, one of the three candidates declined to continue pursuing the position. The remaining two candidates were discussed with the Committee on April 25, 2016, which voted to recommend to the full board the hiring of the two candidates, pending completion of reference and background checks. During these checks, we learned that one of the candidates had already secured other employment, leaving one candidate. Reference and background checks were completed successfully on the remaining candidate and approval has been provided by the Human Resources Director.

Purpose: To provide on-site project management services to oversee all aspects of the construction of the five new schools.

For additional information: Contact Mark Wolfe 843-488-6967 or Daryl Brown 843-488-6774

Recommended Action: Authorize hiring of the recommended candidate for a 246-day, limited-term staff position as Project Manager.

Estimated Cost: Is not expected to exceed \$115,000 (including salary and benefits)

Recurring X (Limited Term) Non-recurring _____
Funding Sources: General Fund