

**ALBANY UNIFIED SCHOOL DISTRICT  
BOARD AGENDA BACKUP**

**Regular Meeting of April 8, 2025**

**ITEM: INDEPENDENT CONTRACTOR SERVICES AGREEMENT  
BETWEEN ALBANY UNIFIED SCHOOL DISTRICT AND  
ARCHITECHNICA FOR ARCHITECTURAL SERVICES AT  
CORNELL ELEMENTARY SCHOOL**

**PREPARED BY: LINDA WU, CHIEF BUSINESS OFFICIAL  
SCOT JAFFE, DIRECTOR OF MAINTENANCE & OPERATIONS**

**TYPE OF ITEM: CONSENT**

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**PURPOSE:** The purpose of this item is for the Board of Trustees to approve the Independent Contractor Services Agreement with Architechnica for architectural services for Cornell Elementary School restroom renovations.

**BACKGROUND INFORMATION:** Triggered by the Cornell playground renovation, the Division of the State Architect (DSA) reviewed the accessibility of adjacent student restrooms. The DSA determined that the existing restroom facilities need to be modified to meet current accessibility standards. These modifications require the removal of one toilet from the girl's restroom and two urinals from the boy's restroom along with other modifications. Direction from the Board at the October 22, 2024 Board meeting was to identify replacement facilities prior to undertaking the renovations of the existing restrooms.

At the March 11, 2025 Board meeting, the Director of Maintenance and Operations was given direction to renovate the existing multi-purpose room restrooms and also build new restrooms at the unused boiler room to provide additional restroom facilities.

**DETAILS:** Under this Agreement Architechnica will prepare construction documents based on the conceptual designs and submit them to the Division of the State Architect (DSA) for approval, making revisions as required. They will then assist with the bidding process by attending the pre-bid site visit, issuing addenda, and evaluating bids. During construction, Architechnica will attend Owner/Architect/Contractor meetings, respond to requests for information, submit construction change orders to DSA, and review shop drawings. At substantial completion, they will attend punchlist walks, assure compliance with construction documents, and oversee DSA project closeout.

**FINANCIAL INFORMATION:** The total cost of \$57,000, including engineering, will be paid from the School Facility Program grant.

FD	Obj	Rsrc	Goal	Func	Loc	Mgr	OPT
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**STRATEGIC OBJECTIVES ADDRESSED:**



**Objective #2:** *Support the Whole Child. Goal: We will foster the social and emotional growth of all students, implement an array of strategies to increase student engagement, identify individual socio-emotional and behavioral needs, and apply collaborative appropriate interventions.*



**Objective #3:** *Communicate and Lead Together. Goal: All stakeholders will collaborate and communicate about decisions that guide the sites and district.*

<p><b>RECOMMENDATION:</b> Approve the Independent Contractor Services Agreement with Architechnica for architectural services for Cornell Elementary School restroom renovations.</p>
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