2. They shall advise the Board on letting of contracts.
3. They shall inspect the work at appropriate intervals during construction for compliance with plans and specifications.
4. They shall recommend approval and acceptance of completed facilities.
5. They shall submit to the Board a written report of all construction projects ten (10) months from the date of final completion and acceptance of projects after the architects have conducted an on-site inspection of such facilities. The report shall include the actual findings of the architects, as well as corrections that are to be made by the contractor while still within the warranty phase.
6. They shall supplement their services, when necessary, with consulting specialists such as landscape architects, heating, ventilating, electrical, structural, and acoustical engineers.
7. They shall prepare the contracts in accordance with the policies of the Board and the provisions as set forth in the plans and specifications.

Section IV: GUIDELINES

Contractual architectural services will be in accordance with the following guidelines:

1. The importance of services rendered by an architect justifies a thorough investigation and evaluation of qualifications. The selection process shall include an objective evaluation of past performance, and recommendations shall be made strictly on the basis of merit.
2. It shall be the purpose of the Board of Trustees to utilize the best available architectural services. The work will be spread among interested firms to the degree that it can be done within the high standards the Board seeks to maintain. This places no limitation on the employment of an architectural firm for additional assignments during a given program.
3. An effort shall be made to maintain a wholesome balance in appointments between architects who are reassigned because of good performance and those who have not been previously assigned. For purposes of assigning newly hired architects, projects will