

Minutes of the Building Committee  
For the GHS Music Instructional Space and Auditorium Project

Date: August 1, 2008

Location: Greenwich High School

Attendees: Committee Voting Members – Aris Crist, Robert Brady, Leslie Cooper, William Kelly, Genny Krob, Leslie Moriarty, Frank Napolitano, Joe Ross

Ex-Officio Members – Bob Kevee, Peter Robinson, Sue Wallerstein

Other Attendees – Tony Byrne

The meeting was called to order by Joe Ross, Chairman, at 7:30 a.m.

Joe Ross presented for discussion the comments from the Committee members on the draft architect and construction manager agreements, which included discussions on scheduling and insurance issues. Bill Kelly will obtain additional information on the concept of a wrap insurance policy for the Committee's consideration. Leslie will arrange for a presentation by Navigant Consulting on the various construction management approaches to structuring the project. Bill Kelly will review the construction manager contract.

There was a discussion on the need to have proactive communication with the neighborhood groups and the alternate ways to communicate with them.

The Committee discussed the following schedule for meetings and interviews, which may be subject to change:

**Wednesday, August 6<sup>th</sup>, 7:30 a.m., Board Room (tentative)** – presentation by Navigant Consulting – Leslie Moriarty will confirm

**Thursday, August 14<sup>th</sup>, 5 p.m., Board Room** – distribution and review of submittals for Construction Manager RFP  
This information will be sent to Committee members who cannot attend.

**Monday, August 18<sup>th</sup>** – Submit feedback (recommended for interview, questions, etc.) to Joe Ross by e-mail so that he can schedule interviews.

**Tuesday, August 19<sup>th</sup> Board Room, Wednesday, August 20<sup>th</sup> Staff Development, and/or Thursday, August 21<sup>st</sup> Board Room beginning at 3 p.m.**– interviews with short list of Construction Managers.

**Thursday, August 21<sup>st</sup> 5 p.m. Board Room** – distribution and review of submittals for Architect RFP  
This information will be sent to Committee members who cannot attend.

**Monday, August 25<sup>th</sup>** – Submit feedback (recommended for interview, questions, etc.) to Joe Ross by e-mail so that he can schedule interviews.

**Tuesday, August 26<sup>th</sup> Board Room, Wednesday, August 27<sup>th</sup> Staff Development, and/or Thursday, August 28<sup>th</sup> Staff Development beginning at 3:00 p.m.** – interviews with short list of Architects.

A motion was made by Leslie Cooper and seconded by Frank Napolitano to adjourn at 8:50 a.m.

Respectfully submitted by,

Leslie Moriarty  
Clerk