

September 30, 2008

**GHS/MISA  
Greenwich High School Music Instructional Space & Auditorium**

**Quarterly Progress Report through September 30, 2008**

**A. Activities to Date**

1. Building Committee Members were approved by the Representative Town Meeting (RTM) on June 9, 2008.
2. The First Selectman called the first Building Committee meeting on June 26, 2008. At this meeting, Joe Ross was elected as Chairman, Genny Krob as Vice Chairman and Leslie Moriarty as Clerk.
3. The second Building Committee was also held on June 26, 2008 to discuss the next steps. It was decided to immediately pursue Requests for Proposals (RFP) for Architectural Services and for Construction Management Services.
4. Several Building Committee meetings have taken place and all Agendas and Minutes of Meetings have been properly posted.
5. The RFP for Construction Management Services was issued on July 21, 2008. A pre-proposal meeting and walk-thru was held on August 1, 2008. Four (4) proposals were received on August 14, 2008 and interviews with two (2) proposers were held on September 10, 2008. The committee is currently reviewing the fees and contract terms for this work.
6. The RFP for Architectural Services was issued on July 21, 2008. A pre-proposal meeting and walk-thru was held on August 1, 2008. Nine (9) proposals were received on August 21, 2008. The committee has decided to interview four (4) firms for this work.

**B. Financial**

1. The RTM approved the appropriation of Two Million One Hundred Thirty Thousand (\$2,130,000) Dollars for pre-construction work on May 12, 2008. No funds have been expended to date.

**C. Anticipated Activities for Next Quarter**

1. Award Construction Manager contract
2. Interview Architects and award contract
3. Commence Schematic Design
4. Review State and Town Funding

## **Sec. 2-46. Reports; content.**

(a) A progress report shall be filed by the Committee with the Clerk on or before the expiration of each successive period of three (3) months after the first meeting of the Committee. The Clerk shall distribute copies of the report to each member of the Representative Town Meeting and of the Board of Education.