



Norfolk County Agricultural High School Project

Meeting: Building Committee

Date – Time: September 23, 2013 – 1:00 PM

Location: First Floor Conference Room – Admin.Building

Purpose: Review status of Construction Phase activities including schedule and budget
Desired

Outcomes: Understanding of construction progress, schedule, budget and current issues

Agenda:

TOPICS	HOW	WHO	TIME
Call to Order/Roll Call		Rick	As req'd
Acceptance of Meeting Minutes	VOTE: Minutes of 09/10/13 Meeting	ALL	As req'd
Chairman's Report	For Information	Rick	As req'd
OPM's Report :	For Information and Discussion: <ul style="list-style-type: none"> - Review open items from prior Meetings - Construction Progress Update incl. Punchlists - Update Phase 1 and Phase 3 Completion Schedules - Review Phase 2 Pre-start Conference (09/19/13) - Review Status of Changes to the Work/PCO Log 	Bryan Bob Bryan Bryan Bryan	20 min.
Architect's Report	For Information and Discussion: <ul style="list-style-type: none"> - Construction Administration Update - Update FF&E Installation / Procurement Process 	T2 T2	15 min
Financial Report	For Information: <ul style="list-style-type: none"> - Budget Reconciliations: NCAHS / CPM / MSBA - Status of Monetized Incomplete Work valuation - Vendor/Subcontractor Payment Claims: update - Other items 	Rick CPM/T2 CPM	As req'd
New Business	For Information and Discussion: -As may be presented	ALL	As req'd
Other Business	All other business that the Chairman could not reasonably anticipate	ALL	As req'd
Adjourn	-VOTE	Rick	As req'd

Next Meeting: 10/08/13 @ 1PM: 1st Flr. Admin.Bldg. Conf.Rm.

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 TOWN CLERK