HEERY

Project:	**BRISCOE MIDDLE SCHOOL, BEVERLY, MA.**
Project No:	MSBA Project Number: 20130300305 / Heery Project Number: 1409500
Meeting No:	One (1)
Date / Time:	10 June 2014 at 6:30 PM
Location:	Memorial Building, Room 164, 502 Cabot Street, Beverly, MA
Purpose:	First Regular Meeting of School Building Committee following selection of OPM
File Code:	

AGENDA

Item No.	*Item*	*Duration / Time*
01-01	**Introductions**: SBC Members / Heery Team Members	6:30 - 6:35
01-02	**Project Schedule** Program Master Schedule Key Schedule Milestones	6:35 - 6:45
01-03	**Project Budget** Review MSBA Budget / MSBA ProPay Reimbursement Process SBC Invoice / Expense Review and Approval Process	6:45 - 6:55
01-04	**MSBA OPM Review Panel – 2 June 2014** Review of MSBA OPM Review Panel Meeting Discussion Receipt of MSBA Letter Authorizing Beverly to Execute Agreement with OPM Execution of OPM Agreement	6:55 – 7:00
01-05	**Designer Selection Process** Review Designer Selection Process Draft of Designer Request for Services (RFS) Unique and/or Important Project Specific Selection Criteria Discussion Identify Three (3) SBC Representatives to MSBA Designer Selection Panel (DSP)	7:00 – 7:30
01-06	**Feasibility Study Phase** MSBA Module Three (3)	7:30 – 7:40
01-07	**SBC – Subcommittees** Educational Programming & Specifications (Space Summary) Alternative Materials / Sustainable Design	7:40 – 8:00
01-08	**Other Any Business Not Anticipated within 48 Hours of Meeting**	

Motion to adjourn meeting

END OF DOCUMENT.