

Meeting Agenda – Building Committee

Project: Millstadt Library – Phase 2 (Schematic Design & Design Development)

WA Project No. 2020-027

Prepared By: Andy Dogan

Date: 10 November 2021

Items:

1. Review Overall Process / Schedule / Deliverables
2. Review Progress/Activities To Date
 - a. Engaged Civil, Structural, and MEPFP Engineers & held kickoff meeting
 - b. Meeting with staff to review workflow and process
 - c. Set up building information model & collaboration
3. Review Fundraising / Grants Process – anything WA can do to assist?
4. Other Concerns / Questions
5. Review Next Steps / Future Items
 - a. Next committee meetings
 - i. Review drawing and systems updates: via Zoom in December
 - ii. Review exterior materials and samples: in person in January
6. Confirm Next Meeting Date/Time: _____

End of Meeting Agenda

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