

Proposed Thomas Memorial Library Project Schedule

<u>Meeting & Task</u>	<u>Start Date</u>	<u>End Date</u>	<u>Benchmarks</u>
Schematic Design (SD)	02/06/14	03/20/14	
<u>Kick Off Committee Meeting</u>	02/06/14		
Introduction to Project Team			
Review Program			
Short List of Construction Managers (CM)			
Advertise for Construction Managers			02/10/14
Construction Managers submit proposals for services			02/24/14
Interviews for Construction Managers	02/27/14	03/06/14	
<u>Planning Board Workshop</u>			03/04/14
<u>Committee Meeting # 2 (4-6 pm)</u>	03/06/14		
Plan Review			
Building Massing			
Concept Site Plan			
LEED Discussion			
Construction Manager Selected			03/13/14
<u>Committee Meeting # 3 (4-6 pm)</u>	03/20/14		
SD Complete			
Construction Manager briefs committee			
Trustees & Foundation Board (@ 7 pm)			
Design Development (DD)	03/20/14	05/16/14	
<u>Committee Meeting # 4 (4-6 pm)</u>	04/01/14		
SD Review, Planning Board Status, Rendering			
<u>Committee Meeting #5 (1 pm)</u>	04/07/14		
Review CM Preliminary Price			
<u>Committee Meeting # 6 (8:30-10:30 am)</u>	04/18/14		
Electrical & Mechanical Engineers			
<u>Committee Meeting # 7 (4-6 pm)</u>	05/01/14		
Site Plan Review			
Interior Architecture Design			
<u>Committee Meeting # 8 (8:30-10:30 am)</u>	05/16/14		
Design Development Complete			
Construction Documents (CD)	05/16/14	07/15/14	
<u>Committee Meeting # 9 (4-6 pm)</u>	05/29/14		
Review DD Price			
<u>Planning Board Submission</u>			05/30/14
<u>Committee Meeting # 10 (4-6 pm)</u>	06/12/14		
Update on design of systems			
<u>Planning Board Workshop</u>			06/17/14
<u>Planning Board Submission</u>			06/27/14
<u>Committee Meeting # 11 (4-6 pm)</u>	07/10/14		
Final CD Drawings & Specifications			
Pricing	07/15/14	08/19/14	
90% Pricing Set	07/15/14		
Planning Board Public Meeting	07/15/14		
<u>Committee Meeting</u>	07/24/14		
Review Drawings & Specifications			
100 % Pricing Set	08/01/14		
<u>Committee Meeting</u>	08/05/14		
Prep for Town Council Power Point			
Town Council Presentation & Vote	08/11/14		

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<u>Committee Meeting</u>	08/14/14		
<u>Committee Meeting</u>	08/19/14		
Review Children's garden			
Review pricing			
<u>Staff Meeting</u>	08/21/14		
Review Design & receive input			
<u>Meeting w/ Library Director- 8:30 am</u>	08/27/14		
Review Shelving Needs			
Spurwink School Drawngs Complete	08/29/14		
<u>Staff Meeting- 8 am</u>	09/03/14		
Review Furnishing			
<u>Committee Meeting- noon (includes lunch)</u>	09/05/14		
Review Cost Reductions			
Review Sustainability Statement			
<u>Committee Meeting- 11 am</u>	09/12/14		
Meet w/ Parents after Story time for Garden Input			
<u>Committee Meeting- 4 pm</u>	09/16/14		
Spurwink School cost estimate & transition plan			
<u>Committee Meeting- 4 pm</u>	10/02/14		
Revised drawings for Construction			
<u>Committee Meeting- 4 pm</u>	10/14/14		
<u>Committee Meeting- 4 pm</u>	10/30/14		
Library Referendum	11/04/14		