



Susana Measelle Hubbs &lt;susana.hubbs@capeelizabeth.org&gt;

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## [CE SBAC] Owner's Representative - RFP MEETING (Tuesday 8:00 - 9:30) Jordan Conf Room

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Penny Jordan &lt;penny.jordan@capeelizabeth.org&gt;

Sun, Mar 19, 2023 at 10:40 PM

To: "SBAC (CE School Building Advisory Cmte)" &lt;cesbac@capeelizabethschools.org&gt;

David, Larry and Cindy

Attached please find a very DRAFTY RFP for Owner's Representative. The attached draft needs a lot of work, but I thought it best to have something to work from. Thank you Larry for sending along some great examples. I'm not familiar with some of the industry terminology so my apologies if some things don't make sense.

***I decided to send this to the whole committee*** - so if you want to help work on the draft RFP, please join us at 8:00/am on Tuesday 3/21 (it's Spring). The more eyes and brains the better, I think.

Please let me know if you have any questions -- see ya' at 8:00 on Tuesday 3/21 - happy reading (my apologies upfront for typos, grammar and punctuation errors ... and formatting got wonky 'cause I created from a word doc from a PDF ... but we have a draft to work from -- cheers!!

Penelope (Penny) Jordan  
21 Wells Road  
[penny.jordan@capeelizabeth.org](mailto:penny.jordan@capeelizabeth.org)  
207-671-5341

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