On Mar 5, 2023, at 11:39 AM, Corinne Bell <cbel...@gmail.com> wrote:

Hi Penny and all,

I have a few more items that I would like to add to our grounding topic list over the next few meetings.

These would be helpful to get done **before we hire an Owner's Rep**:

1. **Project team / Architecture process 101** - quick review of how all project players work together and how projects are developed. Most of our group already has experience with the building process, so this would most likely be a 10 minute review to make sure we all have the same understanding. I know I still am not entirely clear on how decisions are made within the town and school board, etc. I can put together a team diagram for us to reference for this discussion. Penny - I think the combination of our timeline sketches could help supplement this conversation. Most likely 15 - 30 minute discussion.

2. **School design 101** - grounding the team in terminology / current education curriculum and how it drives school design / a few case studies to show a range of projects. I would be happy to put together a presentation, and would be great if Dr. Record could round out with current Cape education and goals for the future. That way the whole team is a good position to be able to weigh in on design options before we get into design. Most likely 20 - 30 minutes needed depending on the depth of discussion.

Additional items that would be helpful to discuss **after we hire owner's rep:**

3. **Project Delivery options.** Is Hard Bid the best and only option to deliver this project? Bid is a bit dated and inefficient - are we able to explore Construction Manager at Risk? Between the owner's rep, and other experience from our team, we can determine if there are any better options in project delivery.

4. **Tours of relevant local projects built in the last 5-8 years.** I think it would be very helpful for the team to either review the plans of, or better yet, tour recent local projects to get a better understanding of what is being built locally.

Best,
Corinne

On Sunday, March 5, 2023 at 12:23:45 PM UTC-5 penny....@capeelizabeth.org wrote:

These are great… a team diagram would be great

let's incorporate the other items in discussion and I'll throw into the the timeline

Thank you

Sent from my iPhone

From: [cbel...@gmail.com](mailto:cbell765@gmail.com) <cbell765@gmail.com>
Date: Sunday, March 5, 2023 at 12:38:23 PM UTC-5
Subject: Re: Continuation of Grounding process
To: SBAC (CE School Building Advisory Cmte) <cesbac@capeelizabethschools.org>
Cc: penny....@capeelizabeth.org <penny.jordan@capeelizabeth.org>, SBAC (CE School Building Advisory Cmte) <cesbac@capeelizabethschools.org>, [cbel...@gmail.com](mailto:cbell765@gmail.com) <cbell765@gmail.com>

That sounds great! The team diagram I could have ready for tomorrow incase we have additional time to discuss after the owner's rep application review.

The School Design 101 I will need a bit more time to prepare - can be ready in the coming weeks.

Best,
CB