



MEMO

CORLEY REDFOOT ZACK, INC.

ARCHITECTS • ENGINEERS • PLANNERS  
 222 Cloister Court Chapel Hill, NC 27514  
 P.O. Box 2368 Chapel Hill, NC 27515  
 Phone: 919.401.8586 Fax: 919.493.7306

To: Curtis Brooks  
 Department of Public Works  
 Town of Chapel Hill

From: David Browne

CC: Ken Redfoot  
 Mike Hammersley  
 John Andras, Clancy & Theys

Date: 11/17/2009

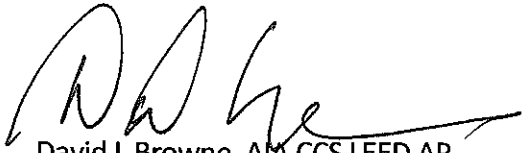
Re: Chapel Hill Public Library Projected Schedule

This is the schedule of activities leading up to the beginning of construction next summer, as outlined in our meeting this morning:

ACTIVITY:	START DATE:	END DATE:
ZCP Resubmittal		12/15/09
ToCH Review of ZCP	12/16/09	1/15/10
Closeout Design (Finalize plans, review with staff, secure sign-off)		1/29/10
ZCP Resubmittal	1/16/10	1/29/10
Town Council Review Book-Drop Design		2/01/10
CDC Submittal	2/02/10	2/15/10
ToCH Approval of ZCP	2/01/10	2/28/10
95% Construction Documents Package	2/01/10	3/31/10
ToCH Review of 95% CD Package	4/01/10	4/30/10
CM@Risk prepare GMP based on 95% CD Package	4/01/10	4/30/10
100% Construction Document Package	5/03/10	5/14/10
Bid Period (4 weeks)	5/17/10	6/15/10
Bid Review/Scope Confirmation	6/16/10	6/30/10

The above dates have been adjusted from those stated in the meeting to avoid weekends.

Please advise if your understanding of the schedule is different from that shown.

A handwritten signature in black ink, appearing to read 'DLB', with a long horizontal flourish extending to the right.

David L Browne, AIA CCS LEED AP  
Corley Redfoot Zack, Inc.  
222 Cloister Court  
PO Box 2368  
Chapel Hill, NC 27514 (street) 27515 (mail)  
919.401.8586