

## **Construction Committee**

### Purpose:

The purpose of the Construction Committee is to provide advice to the Board of Directors concerning maintenance and repairs needed to the physical structure of the 9400 building and grounds.

### Responsibilities:

The Construction Committee is required to be the interface between the Building Manager, contractors, Building Engineer, and the Board of Directors. The Chairperson is responsible for the development and updating of a 10 year maintenance/construction plan and to provide input to the Finance Committee for all work required in the next fiscal year. The Chairperson must review all major maintenance/construction invitations for bid, proposals, and contracts and their costs with the Building Engineer as necessary, coordinate with the Building Manager for state-of-the building status and requirements to keep it in good condition, provide status reports of maintenance or construction work for each Board meeting, present problem areas to the Board for its consideration, authorize emergency work with the Board's concurrence. The Chairperson shall provide periodic newsletter and website information on committee issues.