

# 5/31 Memorial Committee Meeting

Date: Monday, October 24, 2022, 4 – 6 p.m.

Location: The HIVE, 4636 Columbus St.

## Objectives:

- Build trust, cultivate relationships, and understand each other's perspectives.
- To provide guidance to the Committee for their review of the Request for Proposals (Qualifications) that was issued to solicit interest from design teams for conceptual designs for the memorial.
- Review tentative timeline.
- Review of the submissions will take place on November 16 & 17.

## Proposed Discussion Agreements:

- **Open-mindedness:** Listen to and respect all points of view.
- **Acceptance:** Suspend judgment as best you can.
- **Curiosity:** Seek to understand rather than persuade.
- **Discovery:** Question old assumptions, look for new insights.
- **Sincerity:** Speak for yourself about what has personal heart and meaning.
- **Brevity:** Go for honesty and depth but don't go on and on.

## Committee Meeting Agenda:

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TIME	AGENDA ITEM
4:00 P.M.	<ul style="list-style-type: none"><li>• Welcome and Introductions</li></ul>
4:15 P.M.	<ul style="list-style-type: none"><li>• Confidentiality Agreement (NDA's) &amp; Pending NDA's</li></ul>
4:30 P.M.	<ul style="list-style-type: none"><li>• Ethics in Public Contracting<ul style="list-style-type: none"><li>- Regulations</li><li>- Form (requirements)</li></ul></li></ul>
4:45 P.M.	<ul style="list-style-type: none"><li>• Initial Evaluation Form<ul style="list-style-type: none"><li>- Overview &amp; Requirements</li></ul></li></ul>
6:00 P.M.	<ul style="list-style-type: none"><li>• Point of Contact (Purchasing)</li><li>• Questions, Clarifications, Summary of Changes</li></ul>

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## POINT OF CONTACT FOR PURCHASING:

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