



**FOREST LAKE AREA SCHOOLS
FOREST LAKE, MN 55025**

October 2, 2014

AGENDA ITEM: 9.1

**TOPIC: Request Permission to Bid Forest Lake Senior High
Indoor Air Quality Phase II Upgrades**

BACKGROUND: High School Indoor Air Quality Phase II East Classroom Wing Upgrades have been identified. The MDE approval will be published in the Times on October 16, 2014. The advertisement for bid will be published in the Times on October 23 and 30, 2014. The bids will be opened on November 20, 2014 at the District Office.

PROCESS: DLR Architects have developed the bid specifications. The Construction Manager for the project will be ICS Consulting, Inc. A pre-bid meeting will take place at the Senior High School on November 11, 2014. After the bid opening, a bid tabulation and recommendations will be processed by ICS.

RECOMMENDATION: This is an approved Health and Safety Project for the summer of 2015. Administration recommends approval to request bids for High School Indoor Air Quality Upgrades Phase II (East Classroom Wing).

**Forest Lake Area School District
Independent School District #831**

**IAQ Phase II – (East Classroom Wing) Senior High
FOREST LAKE SCHOOLS
2014-2015**

<u>Dates</u>	<u>Activities</u>
October 2, 2014	Request Permission to Bid from School Board
October 10, 2014	Email MDE Review - Legal to the Times P.O. S072919 <i>(must be 20 days before Dec. 4 final levy certification)</i>
October 16, 2014	Publish Review & Comment Levy in the Times
October 16, 2014	Email Legal Ad to the Times EARLY AM – P.O. S072920
October 23 & 30, 2014	1 st and 2 nd week - Advertise Bid in The Times
October 30, 2014- November 20, 2014	Construction Documents from ICS Consulting, Inc.
November 11, 2014	Pre-bid meeting – Senior High – _____ p.m.
November 20, 2014	IAQ Bid Opening – Board Room – _____ p.m. Prepare Letter of Recommendation and bid tally.
December 18, 2014	School Board Awards IAQ Bid
December 19, 2014	Memo sent to bidders re: award of bid.
April 1-June 5, 2015	Coordinate project
June 5, 2015	Last Day of School
June 8, 2015	Site available for construction
August 14, 2015	Substantial completion
September 8, 2015	School Starts