



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

April 7, 2016

AGENDA ITEM: 9.9

**TOPIC: PERMISSION TO REQUEST BIDS FOR DEFERRED
MAINTENANCE REROOFING AT FOREST LAKE SENIOR
HIGH SCHOOL**

BACKGROUND: The Buildings and Grounds Committee reviewed the roofing needs throughout the district and determined which district locations need roofing. The Buildings and Grounds Committee recommended that the district work with Adkins Association Inc. to develop bid specifications for deferred maintenance needs at Forest Lake Senior High School.

PROCESS: Adkins Association Inc. will create the bid specifications. The project would be advertised for bid on April 14, 2016 and April 21, 2016. The bid opening would take place on May 2, 2016 at the District Office. The bid tabulation and a recommendation will be processed after the bid opening and will go to the Board for approval on May 5, 2016.

RECOMMENDATION: Recommend the School Board authorize the Administration to request bids for deferred maintenance reroofing at the Forest Lake Senior High School.

**Forest Lake Area Schools
2016 Partial Roof Replacement
Senior High School**

SCHEDULE:

3/31/16	Project Approval/Start
4/4/16	Field Verification of existing conditions
4/7/16 to 4/15/16	Schematic Design/Construction Document Development
4/7/16	Approval to Bid at School Board Meeting
4/14/16 & 4/21/16	Advertisements for bidding
4/18/16 to 4/20/16	Final Construction Document Review
4/22/16	Mandatory Pre-Bid meeting at site by Adkins Association
5/2/16	Bid Opening at 2:00 pm
5/3/16	Letter of recommendation by Adkins Association to District for School Board Packet/Agenda
5/19/16	Award of project at School Board Meeting <u>OR 5/5/16??</u>
5/20/16	Construction Contracts sent to contractor
5/30/16 to 6/6/16	Submittal review and Approval
6/6/16	Pre-construction Meeting
6/13/16	Set up For Construction/Start Construction
8/12/16	Substantial Completion
8/19/16	Final Completion