

Selection Committee Meeting Schedule

Natrona County School District No. 1

Selection Committee Meeting Schedule for Selection of A/E Professional

New High School Campus

Task Description - A-E Professional Selection	Date & Times	Meeting Location
Informational Conference	9-28-10 [8 A.M. – 10 A.M.]	1044 Foster Road Casper, Wyoming 82601
Deadline for Receiving and Opening Letters of Interest	10-21-10 [10:00 A.M.]	970 North Glenn Road Casper, Wyoming 82601
Review of Letters of Interest by Selection Committee	11-1-10 [8 A.M. – 5 P.M.]	Westwood Room 970 North Glenn Road Casper, Wyoming 82601
Check References	11-5-10 [8A.M. – 10A.M.]	East Room 970 North Glenn Road Casper, Wyoming 82601
Pre-Proposal Conference	11-12-10 [10A.M. – 12P.M.]	1044 Foster Road Casper, Wyoming 82601
Deadline for Receiving and Opening Proposals from A/E Firms	11-30-10 [10:00 A.M.]	970 North Glenn Road Casper, WY 82601
Interviews of Qualified Finalists by Selection Committee	12-6-10 [8 A.M. – 5 P.M.]	Jefferson Room 970 North Glenn Road Casper, Wyoming 82601
Action by Selection Committee to rank qualified finalist A/E Professional firms in order of preference.	12-7-10 [8 A.M.–12 P.M.]	East Room 970 North Glenn road Casper, Wyoming 82601

KEY: The items highlighted in red each committee member must attend.