

Selection Committee Meeting Schedule

Natrona County School District No. 1

Selection Committee Meeting Schedule for Selection of A/E Professional & CMAR

Kelly Walsh

Task Description - A-E Professional Selection	Date & Times	Meeting Location
Informational Conference	9-28-10 [1 P.M. – 5 P.M.]	3500 East 12 Street Casper, Wyoming 82609
Deadline for Receiving and Opening Letters of Interest From Architects	10-27-10 [10:00 A.M.]	970 North Glenn Road Casper, Wyoming 82601
Deadline for Receiving and Opening Letters of Interest From CMAR	10-27-10 [2:00 P.M.]	970 North Glenn Road Casper, Wyoming 82601
Review of Letters of Interest by Selection Committee Architects	11-10-10 [8 A.M. – 5 P.M.]	1044 Foster Road Casper, Wyoming 82601
Review of Letters of Interest by Selection Committee CMAR	11-11-10 [8A.M. – 5P.M.]	1044 Foster Road Casper, Wyoming 82601
Check References	11-18-10 [8A.M. – 10 A.M.]	Fairdale Room 970 North Glenn Road Casper, Wyoming 82601
Pre-Proposal Conference Architects & CMAR	11-29-10 [2P.M. – 4P.M.]	3500 East 12 Street Casper, Wyoming 82609
Deadline for Receiving and Opening Proposals from Architects	12-14-10 [10:00 A.M.]	970 North Glenn Road Casper, WY 82601
Deadline for Receiving and Opening Proposals from CMAR	12-14-10 [2:00 P.M.]	970 North Glenn Road Casper, WY 82601
Interviews of Qualified Finalists by Selection Committee Architects	12-28-10 [8 A.M. – 5 P.M.]	Jefferson Room 970 North Glenn Road Casper, Wyoming 82601
Interviews of Qualified Finalists by Selection Committee CMAR	12-29-10 [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.	12-30-10 [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.

Schedule Date 9-22-10