

# Community Facilities Proposed Concept Project Schedule

Draft: March 10, 2011

## **April /May 2011**

- Award bid for Pleasant Hill Fire Station
- Finalize Library-Town Memorandum of Understanding (MOU)
- Draft Request for Proposals (RFP) for real estate broker
- Draft RFP for architect(s)
- School Board to vote on Plummer-Motz-Lunt property transfer to Town
- Review proposed plan with Maine Dept. of Conservation for Land and Water Conservation Fund (LWCF) Conversion/Amendment

## **June 2011**

- Election
- Begin Library capital campaign feasibility study

## **July 2011**

- Award RFP for real estate broker and architect(s)
- Develop and appoint design committees
- Develop “call to offer” parameters
- Begin LWCF Conversion/Amendment process

## **August/ Sept/Nov 2011**

- List properties for sale
- Building design process
- Start Library capital campaign

## **December 2011**

- Review purchase bids for properties
- Go to bid for construction

## **January/Feb 2012**

- Negotiate terms of property sales
- Negotiate terms of interim library location (on site, Mason/Motz, portables)
- Negotiate terms of construction contract

## **March 2012**

- Award construction contract
- Close on properties
- Approve Financial Plan (Council)
- Library capital campaign goal update

## **April 2012 through April 2013**

- Begin construction

## **May 2013**

- Open new facilities