

## Community Center Timeline

Step	Time Frame	Parties	Actions
1	May 10, 2016	Papillion Residents	Vote on the Half cent sales tax increase
2	May 11, 2016	Administration	Submit Staff report and resolution for CMR process selection
3	May 11, 2016	City Engineer/City Attorney	Submit staff report and resolution for AIA Agreement with Alley Poyner
4	May 17, 2016	City Council	Approve Resolution for the construction management at risk contract delivery system (requires 2/3 vote of CC)
5	May 17, 2016	City Council	Approve Resolution for AIA Agreement with Alley Poyner
6	May 20, 2016	City Clerk/Jen	Submit Letter of Interest to publisher for publication
7	May 25, June 1, 8, 15, and 22nd	City Clerk/Jen	Publish Letter of interest in paper for 30 days (LOI can be received from May 25 - June 24)
8	June 24, 2016	City Engineer	Close Letters of Interest (Last day to submit LOI)
9	June 27th - July 1	City Engineer	Internal Review of Letters of Interest
10	July 1, 2016	City Engineer	Prepare RFP for prequalified CMR
11	July 1, 2016	City Clerk/Jen	Submit Request for Proposal to publisher for publication
12	July 6, 13, 20, 27, and Aug 3rd	City Clerk/Jen	Publish Request for Proposal in paper for 30 days (RFP can be received from July 6- Aug 5)
13	August 5, 2016	City Engineer	Close RFP (Last day to submit RFP)
14	August 8-12th	Selection Committee	Selection Committee Reviews the submitted RFPs
15	August 15-19th	Selection Committee	Interview CMR candidates
16	August 24, 2016	Selection Committee	Select CMR and begin AIA agreement negotiations
17	September 7, 2016	City Engineer/City Attorney	Submit Staff report for CMR AIA Agreement
18	September 20, 2016	City Council/City Attorney	Approve CMR AIA agreement

	City Attorney
	Recreation Dept/City Engineer
	Selection Committee
	Papillion Residents
	City Clerk/Jen
	City Council

**1) Public Notice means all forms of notice due for that item including:  
Times Publication, Notification Letters, and/or Public Hearing signs**