

FACILITY MASTER PLAN (FMP) / STUDY AND SURVEY PROCESS & TIMELINE

The following is the outline of the process used in developing the Facilities Master Plan.

April 2007: Advertise for Request for Proposals (RFP) - Facilities Study and Survey

May 2007: Review RFP's for Facilities Study and Survey

June 2007: Negotiate Contract with Recommended RFP Firm

Research for Facilities Master Plan (FMP) begins

July 2007: RFP contract drafted

Draft detailed outline of FMP begins

August 2007: RFP for Facilities Study and Survey circulated for signatures

Class Size / School Size research begins

September 2007: Notice to Proceed with Facilities Study and Survey Issued

Facilities Master Plan Sounding Board meeting dates established and meeting invitations sent out.

October 2007: School Citizen Survey Conducted

October 23, 2007: Sounding Board begins meeting

October 30, 2007: Sounding Board Meeting

November 13, 2007: Sounding Board Meeting

November 15, 2007: School Citizen Survey Ends.

November 20, 2007: Briefing with Superintendent / Briefing of FMP with CFOO

November 26, 2007: Briefing Director of Facilities

November 27, 2007: Sounding Board Meeting

November 28, 2007: Executive Committee (Paul Wozniak, Senior Facilities Planner, will attend to support Superintendent, if needed)

- December 2007:** Study and Survey of Facilities Complete
- December 5, 2007:** **Briefing with Superintendent / Briefing of FMP with CFOO**
- December 5, 2007:** **School Board Work Session**
- **Purpose of FMP**
 - **Study and Survey**
 - **Process**
 - **Draft Policies**
- December 28 2007:** Study and Survey documents due from consultants
- January 8, 2008** **Briefing Director of Facilities**
- January 10, 2008:** **Briefing of FMP with CFOO**
- January 11, 2008:** Briefing BEX Programs Oversight Committee
- January 14, 2008:** **Briefing with Superintendent**
- January 14, 2008:** General Public Meeting by Facilities Planning – North (Location TBD)
- January 16, 2008:** General Public Meeting by Facilities Planning – North (Location TBD)
- January 18, 2008:** 10-year demographic projections due from Enrollment Planning
- January 23, 2008:** **School Board Work Session**
- **Demographic Summary**
 - **Community Open House Input**
 - **Survey Results**
 - **Inventory Data**
- February 12, 2008** **Briefing Director of Facilities**
- February 14, 2008:** **Briefing of FMP with CFOO**
- February 18, 2008:** **Briefing with Superintendent**
- February 27, 2008:** **School Board Work Session**
- **Draft Document**
- February 26, 2008** **Briefing Director of Facilities**
- February 28, 2008:** **Briefing of FMP with CFOO**

March 3, 2008: **Briefing with Superintendent**

March 12, 2008: **School Board Introduction**

March 19, 2008: **School Board Public hearing (if necessary)**

March 11, 2008 **Briefing Director of Facilities**

March 13, 2008: **Briefing of FMP with CFOO**

March 17, 2008: **Briefing with Superintendent**

March 26, 2008: **School Board Adoption – Facility Master Plan**

April 2, 2008: Study and Survey arrives at OSPI – 60 day waiting period starts.

June 1, 2008: New Study and Survey effective at OSPI.