

# PROJECT SCHEDULE

# FOCUS ENGINEERING, inc.

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**Project Title:** Inwood Booster Station and Trunk  
Watermain Extension – Feasibility Report  
**Client:** City of Lake Elmo  
**Project No.:** 2013.1xx  
**Date:** July 26, 2013

August 6, 2013	Council orders preparation of a Feasibility Report.
August 8, 2013	Team kickoff meeting. Schedule resident meeting and send out NOTICES.
TBD, 2013	Resident meeting to present the project.
September 3, 2013	Presentation of Feasibility Report to Council. Council passes resolution receiving report and calling for a hearing on improvements to be held October 1, 2013.
September 4, 2013	Send notice of public hearing to residents and post in newspaper.
October 1, 2013	Public Improvement Hearing. Council passes resolution ordering Improvement and preparation of Plans.
February 4, 2014	Approve Plans and Specifications and authorize advertisement for bids.
March 6, 2014	Accept Contractor Bids
March 18, 2014	Award Contract.
March 21, 2014	Process and send out Contract Documents.
April 11, 2014	Receipt of Contractor's Bonds / Legal Review.
April 15, 2014	Conduct Pre-construction Meeting & Issue Notice to Proceed.
September, 2014	Substantial completion.
October, 2014	Final Completion Date. Record As-builts; Testing Results; and Final Recommendation Letter to City Engineer.