



Chaska

Pre-Proposal Meeting Agenda

Meeting Date: Wednesday, November 30 at 2:00 p.m.

Location: Chaska Fire Department, 285 Engler Boulevard
Zoom

Project: Chaska Public Safety Facility

1. Introductions

- City of Chaska staff
- RJM staff

2. Project Background

3. RFP overview

- Project Scope
- Submission Requirements
- Interview/Method of Selection

4. Schedule

RFP Schedule	
Architectural/Engineering Design RFP issued	November 22, 2022
Pre-proposal meeting	November 30, 2022
Questions regarding the RFP due to city	December 2, 2022 at 4:00 p.m.
City answer to questions	December 9, 2022
Proposals due	December 20, 2022 at 4:00 p.m.
Interviews with selected firms	Week of January 9, 2023
City Council recommendation for award	January 23, 2023
Design and Construction Schedule	
Space programming/user group engagement	February-March 2023
Schematic design phase	April-June 2023
Design development phase	July-September 2023
Construction bidding and contract award	February-March 2024
Construction	May 2024-November 2025

5. Open Discussion and Question & Answer Session

Only questions answered by written Addendum will be binding. Oral and other interpretations or clarifications discussed today will be without legal effect. Any and all questions must be submitted in writing to edurbin@chaskamn.gov by Friday, December 2 at 4:00 p.m. All questions and answers will be answered via an addendum which will be published to the City's website per the schedule above.

RFP, any addendum, and other background information about the Public Safety Facility can be found at: <https://www.chaskamn.gov/826/Future-of-City-Facilities>