



# TOWN OF GOLDEN BEACH

One Golden Beach Drive  
Golden Beach, FL 33160


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## MEMORANDUM

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**Date:** September 2, 2019

**To:** Honorable Mayor Glenn Singer &  
Town Council Members

**From:** Alexander Diaz,   
Town Manager

**Subject:** **Civic Center Preliminary Planning Schedule**

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As we continue to further the goals and objectives of our Civic Center Master Plan below is a VERY preliminary planning schedule.

### **2019:**

April Provide Preliminary Design Criteria to Town Council

May Council Comments/Feedback due to Administration

May Prepare Boiler Plate Bid-Documents

September 26 Council Approval of Final Bid Documents and Design Criteria

October 4 Release Request for Proposals (Bid)

October 29 Mandatory Pre-Bid Meeting

December 6 Request for Proposals (Bid) due by noon

December 11/12 Oral Presentations

December 18 Selection Committee Scoring

### **2020:**

January Council Approves Successful Respondent

February Final Negotiations on Design

July Final Construction/Permit Set Required

August Ground Breaking