

**Level III Study for Wyoming State Hospital and Wyoming Life Resource Center
Meeting and Deliverable Schedule for Schematic Design through Design Development Documents**

Start Date	End Date	Meeting Location	Meeting/Deliverable Type	Meeting Time
19-Aug	19-Aug	Cheyenne	Working Group Meeting	
22-Aug	22-Aug	Web Ex	Kick-Off, Scoping and Programming User Groups	
22-Aug	22-Aug	Cheyenne	Task Force Meeting with Kick Off	
23-Aug	7-Sep		Draft Complete Communication Plan	
23-Aug	7-Sep		Draft Complete Project schedule	
31-Aug	2-Sep	Evanston and Lander	Program User Groups, Program Confirmation, Scope Confirmation and Major Conceptual Design Options	
7-Sep	7-Sep	Cheyenne	DOH/MOCA Expectation and Vision Discussion	8:00 AM - 10:00 AM
13-Sep	13-Sep	Cheyenne	Visioning session on site with working group & task force	8:30 AM - 3:00 PM
13-Sep	13-Sep	Cheyenne	Working Group and Task Force Vision Meeting	
13-Sep	13-Sep	Cheyenne	Development of Guiding Principles	
28-Sep	30-Sep	Evanston and Lander	Second Program Review for new construction, first program for renovation, initial Schematic Design Presentation	Various - see agenda
28-Sep	30-Sep	Evanston and Lander	Working Group Meeting	Various - see agenda
30-Sep	17-Oct		User Groups/ Working Group / MOCA Program Review	Program Review
14-Oct	14-Oct		HOK to submit Cost Estimate (program)	
3-Oct	17-Oct		CMS Peer Review Prelim. and HOK Resolution	
17-Oct	19-Oct	Evanston and Lander	Programming user group sign off, schematic design with user groups	Various - see agenda
18-Oct	18-Oct	Evanston and Lander	Working Group Meeting	TBD
19-Oct	19-Oct	Teleconference	Task Force meeting	2:00 PM - 4:00 PM
21-Oct	21-Oct	Cheyenne	Cost Estimate Reconciliation Discussion (Web x)	2:00 PM - 4:00 PM
28-Oct	28-Oct		Asbestos Investigation - Bid Opening	2:00 PM
7-Nov	7-Nov		Professional Geotechnical Services - SOQs Due	10:00 AM
7-Nov	7-Nov		Professional Geotechnical Services - Shortlist firms and draft interview questions	2:00 PM
9-Nov	11-Nov	Evanston and Lander	Programming user group sign off, schematic design with user groups	TBD
9-Nov	9-Nov	Evanston and Lander	Working Group Meeting	TBD
11-Nov	11-Nov	Teleconference	Task Force meeting	2:00 PM - 4:00 PM
14-Nov	14-Nov	Cheyenne	Professional Geotechnical Services - Interview Shortlisted firms (make selection)	8:00 AM - 3:00 PM
21-Nov	21-Nov		Asbestos Investigation - Issue NTP	N/A
30-Nov	2-Dec	Evanston and Lander	Schematic Design User Group Sign-Off	TBD
30-Nov	2-Dec	Evanston and Lander	Working Group Meeting	TBD
15-Dec	15-Dec		Professional Geotechnical Services - Issue Notice to Proceed (NTP)	N/A
15-Dec	15-Dec		Asbestos Investigation - Final Reports Due	N/A
19-Dec	19-Dec		Submit Schematic Design	100%
19-Dec	19-Dec		Schematic Design Cost Estimate	

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<i>19-Dec</i>	<i>23-Dec</i>		<i>Review Schematic Design Working Group/MOCA</i>	
20-Dec	20-Dec	Cheyenne	Task Force meeting	8:00 AM - 10:00 AM
<i>28-Dec</i>	<i>28-Dec</i>	<i>Cheyenne</i>	<i>Cost Estimate Reconciliation Discussion (Web x)</i>	<i>8:00 AM - 10:30 AM</i>
<i>28-Dec</i>	<i>28-Dec</i>	<i>Cheyenne</i>	<i>Working Group - finalize Schematic Design</i>	<i>10:30 AM - 1:00 PM</i>
30-Dec	30-Dec		Professional Geotechnical Services - Pre-final report due (15 days after NTP)	N/A
4-Jan	6-Jan	Evanston and Lander	Design Development User Review; FF&E Development, Patient Safety and security workshops	30%
9-Jan	9-Jan	Cheyenne	Task Force meeting	8:00 AM - 10:00 AM
16-Jan	16-Jan		Professional Geotechnical Services - Final report due (30 days after NTP)	N/A
23-Jan	27-Jan	Review	Design Development Final Review and FF&E Development	60%
27-Jan	27-Jan	Teleconference	Working Group Meeting	8:00 AM - 10:00 AM
1-Feb	1-Feb	Cheyenne	Deadline for Final Project Budget Number	
7-Feb	7-Feb	Cheyenne	Task Force meeting	8:00 AM - 10:00 AM
13-Feb	24-Feb		Submit Design Development final Review	90%
13-Feb	13-Feb		HOK to Submit Design Development Cost estimate	
21-Feb	21-Feb		Budget Reconciliation Workshop	
24-Feb	24-Feb		Owner Comments on Design Development	
28-Feb	28-Feb	Cheyenne	Working Group - Wrap up	8:00 AM - 10:00 AM
28-Feb	28-Feb	Cheyenne	Task Force - Wrap up	10:00 AM - 12:00 PM
1-Mar	1-Mar		Complete DD Submit to Owner	100%