

**Lake Shamineau High Water Project
Agenda for Finalist Interviews**

Monday, March 11, 2019

Holiday Inn, 75 So 37th Ave, St Cloud MN, Twins Room

Interview Time (1 hour, 45 minutes)

1. Welcome and Introductions – LID Board (10 min)
 - Logistics and Time Keeping
 - Goals of the Project

2. Firm Presentation - (1 hour, 15 minutes)
Include the following in your presentation. Also incorporate in your presentation the answers that you emailed to the Board.
 - Overview of Company
 - Description of Organization and Qualifications
 - Review of Scope of Work, Methodology and Process for Completion
 - Review of Staff that will be Completing the Work
 - Review of Cost Proposal and Timeline

3. Board Questions - (15 min)

4. Wrap Up and Next Steps- LID Board (5 min)

Note: Finalists are advised to keep presentations to the time allowed. You will need to supply all equipment that is required for your presentation. The hotel does have Wi-Fi service and microphones should not be required due to room size. Arrive 15 to 20 minutes early for setup. Provide 10 copies of any printed material.

There will be attendees in the audience to view the interviews, however all questions and interaction will be with the five-member Board of Directors.