

Amended APPENDIX “A”

RFP #ELCMDM2024-02

Professional Development and Training

APPLICATION TIMETABLE / IMPORTANT DATES *

| ACTIVITY | DATE | TIME | PHYSICAL ADDRESS/ELECTRONIC ADDRESS |
|---|---|-----------------------|---|
| Release of RFP # ELCMDM2024-02 for Professional Development & Training | Friday, January 12, 2024 | 5:00 PM (EST) | Notice of RFP posted on the ELC website/vendor registration required at: https://www.elcmdm.org/newsroom/procurements |
| All written inquiries to be received | Tuesday, January 23, 2024 | 12:00 PM (EST) | PDTrainingRFP@elcmdm.org |
| Early Learning Coalition’s response to inquiries | Friday, January 26, 2024 | 5:00 PM (EST) | Responses to Inquiries Posted the Early Learning Coalition website: https://www.elcmdm.org/newsroom/procurements |
| Sealed Applications must be received | Friday, February 2, 2024 | 12:00 PM (EST) | Applications must be completed via: https://elcmiami.webauthor.com/go/procurement/ |
| Initial Opening of Applications | Tuesday, February 6, 2024 | 10:30 AM (EST) | Meeting ID: 835 8964 7861 https://us02web.zoom.us/j/83589647861 |
| First Meeting of Evaluation Committee and Proposer’s Presentations | Thursday, February 8, 2024 | 01:30 PM (EST) | Meeting ID: 830 5060 6452 https://us02web.zoom.us/j/83050606452 |
| First Meeting of Evaluation Committee and Proposer’s Presentations | Tuesday, February 13, 2024 | 09:00 AM (EST) | Meeting ID: 847 0243 9271 https://us02web.zoom.us/j/84702439271 |
| Proposal Review period for Evaluation Committee | Thursday, February 8, 2024 – Wednesday, February 21, 2024 | N/A | Not Applicable |
| Meeting with Evaluation Committee to compile, review and finalize results | Thursday, February 22, 2024 | 10:30 AM (EST) | Meeting ID: 873 8284 0881 https://us02web.zoom.us/j/87382840881 |
| Notice of Intent to Award | TBD | TBD | Posted on the Early Learning Coalition website: https://www.elcmdm.org/newsroom/procurements |
| Initiation of Contract Negotiations | TBD | N/A | TBD |
| Effective Date of Contract | March 2024 | N/A | Not Applicable |

* All dates and events are subject to change at the discretion of the Early Learning Coalition.

