

**APPENDIX "A"**  
**RFP #ELCMDM2025-01**  
**EHS COACHING CONSULTANT**

APPLICATION TIMETABLE / IMPORTANT DATES \*

ACTIVITY	DATE	TIME	PHYSICAL ADDRESS/ELECTRONIC ADDRESS
RFP #ELCMDM2024-01 EHS COACHING	FRIDAY OCTOBER 25, 2024	5:00 PM (EST)	Notice of RFP posted on the ELC website/vendor registration required at: <a href="https://www.elcmdm.org/newsroom/procurements">https://www.elcmdm.org/newsroom/procurements</a>
All written inquiries to be received	TUESDAY NOVEMBER 5, 2024	12:00 PM (EST)	<a href="mailto:EHSKOACHING@ELCMDM.ORG">EHSKOACHING@ELCMDM.ORG</a>
Early Learning Coalition's response to inquiries	FRIDAY, NOVEMBER 8, 2024	5:00 PM (EST)	Responses to Inquiries Posted the Early Learning Coalition website: <a href="https://www.elcmdm.org/newsroom/procurements">https://www.elcmdm.org/newsroom/procurements</a>
<b>Sealed Applications must be received</b>	FRIDAY NOVEMBER 15, 2024	<b>12:00 PM (EST)</b>	Applications must be completed via: <a href="https://elcmiami.webauthor.com/go/procurement/">https://elcmiami.webauthor.com/go/procurement/</a>
Initial Opening of Applications	MONDAY NOVEMBER 18, 2024	11:00 AM (EST)	Meeting ID: 773 7813 4134 <a href="https://us04web.zoom.us/j/77378134134?pwd=msovUNk5umID6d5GUzrfAkv7bx3JBG.1">https://us04web.zoom.us/j/77378134134?pwd=msovUNk5umID6d5GUzrfAkv7bx3JBG.1</a>
First Meeting of Evaluation Committee and Proposer's Presentations	MONDAY NOVEMBER 25, 2024	11:00 AM (EST)	Meeting ID: 762 6649 9688 <a href="https://us04web.zoom.us/j/76266499688?pwd=WAOwGUa4DxuOvMgauy3FG2yQRh57xR.1">https://us04web.zoom.us/j/76266499688?pwd=WAOwGUa4DxuOvMgauy3FG2yQRh57xR.1</a>
Proposal Review period for Evaluation Committee	THURSDAY, NOVEMBER 21, 2024 THURSDAY DECEMBER 5, 2024	N/A	Not Applicable
Meeting with Evaluation Committee to compile, review and finalize results	THURSDAY DECEMBER 5, 2024	11:00 AM (EST)	Meeting ID: 754 6209 6863 <a href="https://us04web.zoom.us/j/75462096863?pwd=vvxrSH0vMvF0tMuujZCUVkpsOyRxll.1">https://us04web.zoom.us/j/75462096863?pwd=vvxrSH0vMvF0tMuujZCUVkpsOyRxll.1</a>

Early Learning Coalition's Finance Committee review and approval of Evaluation Committee recommendations	N/A	N/A (EST)	Information pertaining to this meeting can be found on the ELC event calendar: <a href="https://www.elcndm.org/calendar/">https://www.elcndm.org/calendar/</a>
Early Learning Coalition's Executive Committee review and approval of Evaluation Committee recommendations	N/A	N/A (EST)	Information pertaining to this meeting can be found on the ELC event calendar: <a href="https://www.elcndm.org/calendar/">https://www.elcndm.org/calendar/</a>
Notice of Intent to Award	TBD	TBD	Posted on the Early Learning Coalition website: <a href="https://www.elcndm.org/newsroom/procurements">https://www.elcndm.org/newsroom/procurements</a>
Initiation of Contract Negotiations	TBD	N/A	TBD
Effective Date of Contract	JANUARY 6,2025	N/A	Not Applicable
* All dates and events are subject to change at the discretion of the Early Learning Coalition.			