

APPENDIX "A"
RFP #ELCMDM2024-04
Class-Training and Materials

APPLICATION TIMETABLE / IMPORTANT DATES *

| ACTIVITY | DATE | TIME | PHYSICAL ADDRESS/ELECTRONIC ADDRESS |
|---|---|----------------|--|
| RFP # ELCMDM2024-04 Class-Training and Materials | 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) | classtrainingandmaterials@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 | 10:00 AM (EST) | Meeting ID: 835 8964 7861 https://us02web.zoom.us/j/83589647861 |
| First Meeting of Evaluation Committee and Proposer's Presentations | TUESDAY, February 13, 2024 | 04:00 PM (EST) | Meeting ID: 851 2015 0530 https://us02web.zoom.us/j/85120150530?pwd=RDZTR1R0MUJsWS9za21tdFI5VDF1QT09 |
| Proposal Review period for Evaluation Committee | Friday, February 9, 2024 Friday, February 23, 2024 | N/A | Not Applicable |
| Meeting with Evaluation Committee to compile, review and finalize results | Friday, February 23, 2024 | 1:30 PM (EST) | Meeting ID: 827 3888 9424 https://us02web.zoom.us/j/82738889424?pwd=Nm9LeUV4M3pjVE1LMW42TVFDNkFCQT09 |

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| 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: https://www.elcmdm.org/calendar/ |
| 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: https://www.elcmdm.org/calendar/ |
| 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 15,2024 | N/A | Not Applicable |

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