



RFQ/P Program/Construction Management Services Procurement Timeline

September							October							November							December						
S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S	S	M	T	W	Th	F	S
				1	2	3							1			1	2	3	4	5					1	2	3
4	5	6	7	8	9	10	2	3	4	5	6	7	8	6	7	8	9	10	11	12	4	5	6	7	8	9	10
11	12	13	14	15	16	17	9	10	11	12	13	14	15	13	14	15	16	17	18	19	11	12	13	14	15	16	17
18	19	20	21	22	23	24	16	17	18	19	20	21	22	20	21	22	23	24	25	26	18	19	20	21	22	23	24
25	26	27	28	29	30	23	24	25	26	27	28	29	27	28	29	30	25	26	27	28	29	30	31				
							30	31																			

Date	Event	Responsibility
Sept 21-Oct 10	RFQ circulated (19 days)	District, Stradling
Oct 11	RFQ responses due	District
Oct 12-14	Blind evaluation by Steering Committee, electronic scoring for short list.	Screening Committee*
Oct 14	Notification of short listed vendors	District
Oct 18-Nov 7	Distribute RFP to short list vendors (3 weeks)	District
Oct 18	Status report for Board	V.P. Greg Nelson
Nov 8	RFP responses due	District
Nov 9-16	Screening Committee review/scoring of proposal responses	Screening Committee*
Nov 15	Status report for Board	V.P. Greg Nelson
Nov 17-18	Notification for interview	District
Nov 29	In-person interviews	Screening Committee*
	<i>Notice of Intent to Award distributed</i>	<i>District</i>
Dec 1	Recommendation placed on agenda for BOT	President Coon
Dec 6	Board Meeting to award contract	President Coon

*Screening Committee consists of 2 Board members, 2 staff, 2 faculty and 2 administrators