

Section 4:
RFP SCHEDULE OF EVENTS
AND DEADLINES

SECTION 4: PROPOSAL SCHEDULE OF EVENTS AND DEADLINES

ACTIVITY/EVENT	DATE	METHOD
RFP Released and Advertised	July 22, 2011	FDDC's Electronic Notification System and Florida Administrative Weekly
Letter of Intent is requested by this date (although not mandatory) Written questions due to FDDC	Prior to 4:00 pm EDT August 8, 2011	Submit to: Lisa Taylor, Chief Financial Officer Florida Developmental Disabilities Council, Inc. 124 Marriott Drive, Suite 203 Tallahassee, Florida 32301 - 2981 Phone: 850 / 488-4180 Fax: 850 / 922-6702
FDDC responses to offerors' written inquiries	Week of August 15, 2011	Responses to inquiries mailed to all offerors who submitted a letter of intent and posted at FDDC's website (fddc.org).
Sealed RFP proposals due and Opened	Prior to 2 pm EDT September 13, 2011	<u>U.S. Mail, Express Mail, & Hand Delivery</u> Submit to: Lisa Taylor, Chief Financial Officer Florida Developmental Disabilities Council, Inc. 124 Marriott Drive, Suite 203 Tallahassee, Florida 32301 – 2981
Mandatory Criteria Evaluation and proposal scoring begins	September 26 – October 10, 2011	Selection Committee Meets
Anticipated Posting of top ranked offeror RFP proposals (Posting is for 72 hours)	October 11, 2011	Posted by written notice at: 1. Florida Developmental Disabilities Council, Inc. 124 Marriott Drive, Suite 203 Tallahassee, Florida 32301 - 2981 2. FDDC website (fddc.org)
Start contractual negotiations	October 17, 2011	
Anticipated contract start date	December 1, 2011	