

SECTION 4

RFP SCHEDULE OF EVENTS AND DEADLINES

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ACTIVITY/EVENT	DATE	METHOD
RFP Released and Advertised	January 20, 2012	Florida Administrative Weekly and FDDC's website (www.fddc.org)
Letter of Intent is requested by this date (but is not mandatory) Written Questions are due to FDDC	Prior to 4:00 pm EST February 10, 2012	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's Responses to Offerors' Written Questions	Week of Feb. 13, 2012	Responses to written questions mailed to all offerors that submitted a Letter of Intent and posted on FDDC's website (www.fddc.org)
Sealed RFP proposals Due and Opened	Prior to 2 pm DST March 14, 2012	Submit via US Mail, Express Mail, or Hand Delivery 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	Week of March 19, 2012	Selection Committee evaluation of proposals
Anticipated Posting of Top Ranked Proposal (Posting is for 72 hours)	March 26, 2012	Posted by written notice at: 1. Florida Developmental Disabilities Council, Inc. 124 Marriott Drive, Suite 203 Tallahassee, FL 32301-2981 2. FDDC website (www.fddc.org)
Start Contractual Negotiations	March 30, 2012	
Anticipated Contract Start Date	April 2, 2012	