

**Schedule Timeline for**  
**RFP # 2024-MATERIALS1**  
**Materials, Equipment, and Supplies for Early Learning**  
**Classrooms for Early Learning Coalition of Lake County**  
**APPLICATION TIMETABLE / IMPORTANT DATES \***

ACTIVITY	DATE	TIME	PHYSICAL ADDRESS/ELECTRONIC ADDRESS
Release of RFP # 2024-MATERIALS1 for CLASS Resource Kits	Thursday, December 7, 2023	4:00 PM EST	Notice of RFP posted on the ELC website/vendor registration required at: <a href="https://www.elclc.org/about-us/procurement2020-html/">https://www.elclc.org/about-us/procurement2020-html/</a>
All written inquiries to be received	December 21, 2023	12:00 PM (EST)	Ddye@elclc.org
Early Learning Coalition's response to inquiries	December 27, 2023	5:00 PM (EST)	Responses to Inquiries Posted the Early Learning Coalition website: <a href="https://www.elclc.org/about-us/procurement2020-html/">https://www.elclc.org/about-us/procurement2020-html/</a>
<b>Sealed Applications must be received</b>	<b>Thursday, January 4, 2024</b>	<b>4:00 PM (EST)</b>	Applications must be completed via: <a href="https://www.elclc.org/about-us/procurement2020-html/">https://www.elclc.org/about-us/procurement2020-html/</a>
Initial Opening of Applications	Monday, January 8, 2024	10:00 AM (EST)	
First Meeting of Evaluation Committee and Proposer's Presentations	January 10, 2024	TBD	
Proposal Review period for Evaluation Committee	Wednesday, January 10, 2024 – Monday, January 15, 2024	N/A	Not Applicable
Meeting with Evaluation Committee to compile, review and finalize results	Monday, January 15, 2024	TBD	
Notice of Intent to Award	TBD	TBD	Posted on the Early Learning Coalition website: <a href="https://www.elclc.org/about-us/procurement2020-html/">https://www.elclc.org/about-us/procurement2020-html/</a>
Initiation of Contract Negotiations	TBD	N/A	TBD
Effective Date of Contract	January 2024	N/A	Not Applicable

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