

Schedule Timeline for
ITB # 2024-OKVPK
It's OK to Play in VPK Training Kits for Early Learning Coalition
of Lake County

APPLICATION TIMETABLE / IMPORTANT DATES *

ACTIVITY	DATE	TIME	PHYSICAL ADDRESS/ELECTRONIC ADDRESS
Release of ITB # 2024-OKVPK for IT'S OKAY TO PLAY IN VPK KITS	Thursday, February 8, 2024	12:00 PM EST	Notice of ITB posted on the ELC website/vendor registration required at: https://www.elclc.org/about-us/procurement2020-html/
Intent to Bid/Notification of Interest	February 14, 2024	5:00 PM (EST)	ddye@elclc.org
All written inquiries to be received	February 16, 2024	12:00 PM (EST)	ddye@elclc.org
Early Learning Coalition's response to inquiries	February 20, 2024	5:00 PM (EST)	Responses to Inquiries Posted the Early Learning Coalition website: https://www.elclc.org/about-us/procurement2020-html/
Applications must be received	Thursday, February 29, 2024	4:00 PM (EST)	Applications must be completed via: https://www.elclc.org/about-us/procurement2020-html/ Applications submitted via USPS must be received at the Coalition office, 1300 Citizens Blvd. Ste. 206, Leesburg, FL 34748, no later than Thursday, February 29, 2024 @ 4:00 PM (EST). Applications submitted via email must be directed to ddye@elclc.org and received no later than Thursday, February 29, 2024 @ 4:00 PM (EST).
Initial Opening of Applications	Monday, March 4, 2024	10:00 AM (EST)	Not Applicable
First Meeting of Evaluation Committee and Proposer's Presentations	Week of March 4, 2024	TBD	Not Applicable
Proposal Review period for Evaluation Committee	March 4 -15, 2024	N/A	Not Applicable
Meeting with Evaluation Committee to compile, review and finalize results	Week of March 18, 2024	TBD	Not Applicable
Notice of Intent to Award	March 25, 2024	TBD	Posted on the Early Learning Coalition website: https://www.elclc.org/about-us/procurement2020-html/
Initiation of Contract Negotiations	March 28, 2024	N/A	Not Applicable
Effective Date of Contract	N/A	N/A	Not Applicable

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