

**Schedule Timeline for**  
**RFP # 2024-AED**  
**Automatic External Defibrillator Devices and Trainings for Child**  
**Care Centers for Early Learning Coalition of Lake County**

APPLICATION TIMETABLE / IMPORTANT DATES \*

ACTIVITY	DATE	TIME	PHYSICAL ADDRESS/ELECTRONIC ADDRESS
Release of RFP # 2024-AED for AED Devices for Providers	Tuesday, April 9, 2024	1:00 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	April 16, 2024	12:00 PM (EST)	Ddye@elclc.org
Early Learning Coalition's response to inquiries	April 19, 2024	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>Tuesday, April 30, 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	Wednesday, May 1, 2024	10:00 AM (EST)	
First Meeting of Evaluation Committee and Proposer's Presentations	May 2, 2024	TBD	
Proposal Review period for Evaluation Committee	Thursday May 2, 2024 – Monday, May 13, 2024	N/A	Not Applicable
Meeting with Evaluation Committee to compile, review and finalize results	Monday, May 13, 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 Purchase Order	May 20, 2024	N/A	Not Applicable

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