

ACTIVITIES	TIMELINE	TIME (MDT)
RFP Released to the Public	Thursday, July 07, 2016	EOB
Pre-Proposal Meeting	Thursday, July 14, 2016	3:00 PM
RFP Written Inquiries Due	Monday, July 18, 2016	3:00 PM
Responses to Written Inquireis Published	Thursday, July 21, 2016	By 5:00 PM
Proposal Submission Deadline	Thursday, July 28, 2016	By 4:00 PM
Proposal Opening	Thursday, July 28, 2016	By 4:30 PM
Director will Review for Eligibility	Aug 1-3	
Director will Print out scoring sheets/notes	Aug 1- 3	
Distribute Proposals and Score Sheets to PC Comissioners	4-Aug	
ALL will review/study	Aug 4 - 16th	
Works Session	15-Aug	6-9PM
Additional Work Session if needed and Short List Selection	16-Aug	7-11PM
Director Calls short list finalist	17-Aug	
Hold Interviews* / Select Firm	Tuesday, Aug 23, 2016	Work Hours
CDS Notifies Selected Firm/Announce to BOCC	Wednesday, Aug 24, 2016	AM
Special BOCC Meeting for Contract Execution? August 31?	Wednesday, Aug 31, 2016	Tentative
If No Special Meeting at Regular BOCC Meeting	Wednesday, Sep 8, 2016	9A

<b>*Interview Outline:</b>
30 Minutes Present / 30 Minutes Q & A
First: 9A -10A
Second: 11A - NOON
Third: 1P - 2P
Discuss/Decide: 2P - Whenever

Denotes Completed Step