

ATTACHMENT B

CONSULTING ENGINEERING SERVICES CONTRACT - SEQUENCE OF EVENTS

	Action	Responsibility	Date
1.	Publication of Public Notice and Issue of RFP	District	June 24, 2024
2.	Pre-Proposal Inquiries via email to Procurement Manager	District Potential Offerors	July 1, 2024 by COB
3.	Distribution List Response (Attachment A: Acknowledgment of Receipt Form)	Potential Offerors	July 8, 2024
4.	Deadline to Submit Questions	Potential Offerors	July 8, 2024
5.	Response to Written Questions/RFP Amendments	District	July 15, 2024
6.	Submission of Proposal	Offerors	August 5, 2024 2:00 pm, MDT
7.	Proposal Evaluation	Evaluation Committee	August 5 - 9, 2024
8.	Selection of Finalists	Evaluation Committee	August 9, 2024
9.	Finalist Interviews and Evaluations	Evaluation Committee	August 12 - 15, 2024
10.	Contract Award: Presentation of Recommendations by the Evaluation Committee to the Board. District Board to approve or reject the recommended candidate contractor. The Board may issue authorization to conduct contract negotiations.	District	September 18, 2024
11.	Negotiate and Finalize Contract	District Selected Offeror	September 19 – October 2, 2024
12.	Protest Deadline (15 days following contract award)	Offerors	October 4, 2024 COB
13.	Contract Approval: Presentation of negotiated contract to the Board for approval after review by legal counsel.	District	October 16, 2024
14.	Contract Signing	District Selected Offeror	October 21, 2024
15.	Contract begins		November 6, 2024