

Facilities Management (FM) Contract Schedule

EVENT	TIME (central time zone)	DATE (all dates are state business days)
1. RFI Issued		August 10, 2015
2. Vendor RFI responses due		August 21, 2015
3. INTERNAL: Create RFQ		August 25-September 25, 2015
4. INTERNAL: Steering Committee Meeting #1		September 1, 2015
5. INTERNAL: RFQ FAQs delivered to key stakeholders (Gov, UT, TBR, etc)		October 5, 2015
6. INTERNAL: Send to Steering Committee for review		October 5, 2015
7. INTERNAL: Send to Governor's Office for review		October 5, 2015
8. INTERNAL: Send to COT for approval		October 5, 2015
9. INTERNAL: Steering Committee Meeting #2		October 13, 2015
10. RFQ Issued		October 19, 2015
11. Disability Accommodation Request Deadline	2:00 p.m.	October 22, 2015
12. Notice of Intent to Respond Deadline	2:00 p.m.	October 23, 2015
13. Pre-Response Conference		October 26, 2015
14. Written "Questions & Comments" Deadline – Round 1	2:00 p.m.	October 30, 2015
15. INTERNAL: CPO & others answer questions and make amendments		November 2-13, 2015
16. INTERNAL: Q&A and amendments sent to COT		November 16, 2015
17. State Responds to Written "Questions & Comments" and issues Amendment		November 27, 2015
18. Written "Questions & Comments" Deadline – Round 2		December 4, 2015
19. INTERNAL: CPO & others answer questions and make amendments		December 7-9, 2015
20. INTERNAL: Q&A and amendments sent to COT		December 9, 2015

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21. State Responds to Written "Questions & Comments" and issues Amendment		December 23, 2015
22. Response Deadline	2:00 p.m.	January 22, 2016
23. INTERNAL: Eliminate Respondents who do not meet mandatory requirements		January 22, 2016
24. INTERNAL: Notify evaluators with list of Respondent names to sign Conflict of Interest		January 25, 2016
25. INTERNAL: Distribute Responses to Evaluation Team		January 25, 2016
26. INTERNAL: Technical Evaluation		January 25-29, 2016
27. INTERNAL: Select up to no more than 6 (??)		February 1, 2016
28. Schedule Oral Presentations		February 1, 2016
29. Respondent Oral Presentations/Interviews (up to no more than 6??)		February 9-10, 2016
30. State Completion of Technical Response Evaluations		February 11, 2016
31. INTERNAL: Select top ## qualified		February 12, 2016
32. INTERNAL: Write Business Case		February 12, 2016
33. INTERNAL: Send to COT for Approval		February 15, 2016
34. Notice of Intent to Award		February 16, 2016
35. Schedule Collaborative Value Development Meeting with top ## qualified		February 25, 2016
36. Project Collaborative Value Development Meeting with top ## qualified (Tues & Wed)		February 29-May 6, 2016
37. INTERNAL: Create Solicitation		May 6-13, 2016
38. INTERNAL: Send to COT for approval		May 16, 2016
39. Solicitation Issued		May 30, 2016
40. Notice of Intent to Respond Deadline		May 31, 2016

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41. Response Deadline		June 13, 2016
42. INTERNAL: Distribute Final Technical Responses to Evaluation Team		June 14, 2016
43. Schedule Vendor Oral Presentations/Interviews		June 14, 2016
44. Respondent Oral Presentations/Interviews		June 16-17, 2016
45. State Completion of Technical Response Evaluations		June 21, 2016
46. State Opening & Scoring of Cost Proposals		June 22, 2016
47. INTERNAL: Negotiation & Seek Clarification		June 23-July 1, 2016
48. INTERNAL: Send to COT for Final Approval		July 5, 2016
49. State Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	July 5, 2016
50. State sends contract to Contractor for signature		July 13, 2016
51. Contractor Signature Deadline	2:00 p.m.	July 19, 2016
52. INTERNAL: Input Contract information in Edison		July 27, 2016
53. INTERNAL: COT Approval in Edison		July 29, 2016
54. INTERNAL: CPO Approval in Edison		July 29, 2016
55. Contract Award/Execution		August 1, 2015