

# Early Childhood Education and Care Department

## REQUEST FOR PROPOSALS (RFP)

*Interagency Coordinating Council*



**RFP#2025-0072**

**AMENDMENT #1**

**APRIL 21, 2025**

**Page 7, Section II. CONDITIONS GOVERNING THE PROCUREMENT**

**From:**

This section of the RFP contains the schedule of events, the descriptions of each event, and the conditions governing this procurement.

**A. SEQUENCE OF EVENTS**

The Procurement Manager will make every effort to adhere to the following schedule:

| <b>Action</b>                            | <b>Responsible Party</b>  | <b>Due Dates</b>                            |
|--|---------------------------|---|
| 1. Issue RFP                             | ECECD                     | April 18, 2025                              |
| 2. Acknowledgement of Receipt Form       | Potential Offerors        | April 21, 2025                              |
| <b>3. Pre-Proposal Conference</b>        | <b>Agency</b>             | <b>April 21, 2025</b>                       |
| 4. Deadline to submit Written Questions  | Potential Offerors        | April 23, 2025                              |
| 5. Response to Written Questions         | Procurement Manager       | April 28, 2025                              |
| <b>6. Submission of Proposal</b>         | <b>Potential Offerors</b> | <b>May 16, 2025</b>                         |
| <b>DATES BELOW ARE SUBJECT TO CHANGE</b> |                           |   |
| 7.* Proposal Evaluation                  | Evaluation Committee      | May 19 <sup>th</sup> -May 23 <sup>rd</sup>  |
| 8.* Selection of Finalists               | Evaluation Committee      | May 23, 2025                                |
| 9.* Finalize Contractual Agreements      | Agency/Finalist Offerors  | May 27 <sup>th</sup> - May 20 <sup>th</sup> |
| 10.* Contract Awards                     | Agency/ Finalist Offerors | Upon approval of Contract Review Bureau     |
| 11.* Protest Deadline                    | ECECD                     | +15 days                                    |

To:

The Procurement Manager will make every effort to adhere to the following schedule:

| Action                                   | Responsible Party         | Due Dates                                   |
|--|---------------------------|---|
| 1. Issue RFP                             | ECECD                     | April 18, 2025                              |
| 2. Acknowledgement of Receipt Form       | Potential Offerors        | April 21, 2025                              |
| 3. Pre-Proposal Conference               | Agency                    | N/A   |
| 4. Deadline to submit Written Questions  | Potential Offerors        | April 23, 2025                              |
| 5. Response to Written Questions         | Procurement Manager       | April 28, 2025                              |
| 6. <i>Submission of Proposal</i>         | <i>Potential Offerors</i> | <i>May 16, 2025</i>                         |
| <b>DATES BELOW ARE SUBJECT TO CHANGE</b> |                           |   |
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## Page 7, Section II. CONDITIONS GOVERNING THE PROCUREMENT

### B. EXPLANATION OF EVENTS

From:

#### 3. Pre-Proposal Conference

A pre-proposal conference *may* be held as indicated in Section II.A, Sequence of Events at 1:00 PM MST/MDT, via Microsoft Teams. Any potential offerors that wish to attend a Pre-Proposal Conference may do so at the following link.

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_Y2VhMzc4ZjEtYTlkNi00MzMzMyLWEwZTIitNWFMZTkxN2YxY2Mz%40thread.v2/0?context=%7b%22Tid%22%3a%2204aa6bf4-d436-426f-bfa4-04b7a70e60ff%22%2c%22Oid%22%3a%22aa4a2f0-184c-48dc-978a-d5efbcbf7c9c%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2VhMzc4ZjEtYTlkNi00MzMzMyLWEwZTIitNWFMZTkxN2YxY2Mz%40thread.v2/0?context=%7b%22Tid%22%3a%2204aa6bf4-d436-426f-bfa4-04b7a70e60ff%22%2c%22Oid%22%3a%22aa4a2f0-184c-48dc-978a-d5efbcbf7c9c%22%7d)

**Potential Offeror(s) are encouraged to submit written questions in advance of the conference to the Procurement Manager** (see Section I.D). The identity of the organization submitting the question(s) will not be revealed. Additional written questions may be submitted at the conference. All questions answered during the Pre-Proposal Conference will be considered **unofficial** until they are posted in writing. All written questions will be addressed in writing on the date listed in Section II.A, Sequence of Events. A public log will be kept of the names of potential Offeror(s) that attended the pre-proposal conference.

Attendance at the pre-proposal conference is highly recommended, but not a prerequisite for submission of a proposal.

**To:**

### **3. Pre-Proposal Conference**

A pre-proposal conference ***will not*** be held as indicated in Section II.A, Sequence of Events due to time constraints. The originally scheduled Pre-Proposal Conference is cancelled.