

RFP/Contract Schedule of Events

ALC-Highway Commission Review and Advisory Subcommittee

- **May 15, 2019**: Initial Subcommittee Meeting -- discuss draft RFP and information regarding RFP process; *Motion adopted to authorize BLR to begin the RFP process and the Committee co-chairs to approve the final version of the RFP.*
- **May 20, 2019**: RFP Released (at OSP website and to selected consultants, if requested)
- **June 14, 2019 (4:00 p.m.)**: Proposals Due
- Summarizing all proposals received (2 week time period or 10 business days)
- **June 28, 2019**: Release summaries and binders to subcommittee members for review (unredacted versions of proposals available for viewing in Director's Office beginning on this date.)
- **July 2019 – Two Subcommittee Meetings:**
 - * **First Meeting:** Summaries of Proposals Presented/Evaluation of Proposals by subcommittee members; Subcommittee chooses top 3 Proposals to give presentations at next meeting
 - * **Second Meeting:** Presentations by selected Consultants; Subcommittee selects Consultant for Contract; Intent to Award (*will need motion choosing the Consultant, authorizing the Bureau to negotiate a contract that substantially matches the proposal submitted, and authorizing the co-chairs of the Subcommittee to approve the final form of the Contract to be presented to Policy Making and ALC for approval*)
- **August 14, 2019**: ALC Policy-Making Subcommittee Meeting – will discuss and approve the Contract and make a report to the full Legislative Council for final approval
- **August 16, 2019**: ALC Meeting -- Approval of Contract; Execution of the Contract by the BLR and Consultant upon approval of ALC.