

Reverse Auction Timeline

Start Date/Time <ul style="list-style-type: none"> • First Date of Advertisement: Newspaper • Second Consecutive Advertisement Date 	First Ad Date: Thursday, March 9, 2023/8:00 AM Last Ad Date: Thursday, March 16, 2023
Bidder Submission Deadline Date and Time	Thursday, March 30, 2023 11:30 AM
Opening Date and Time	Thursday, March 30, 2023 11:30 AM
Qualification of Initial Proposals	Thursday, April 6, 2023 1 to 2 weeks (depends on the number of responses)
Manual Email sent to Qualified Bidders <ul style="list-style-type: none"> • Buyer must send an email to all qualifying Suppliers to participate in Reverse Auction 	Thursday, April 6, 2023 <ul style="list-style-type: none"> • Notification sent to qualified bidders of Auction Start Date/Time • Should provide them at least 7 days to ensure technical requirements have been met
Reverse Auction Start Date/Time	Monday, April 17, 2023 2:00 PM <ul style="list-style-type: none"> • Auction Times should be between 8:00 AM and 4:30 PM
Reverse Auction End Date/Time	Monday, April 17, 2023 2:30 PM
Bid Evaluations	Tuesday, April 18, 2023
Contract Intent to Award	Wednesday, April 19, 2023
Contract Approval	<ul style="list-style-type: none"> • Ensure the contract is submitted to the applicable Board or Council within the procurement policy's specified timeframe