

TIMELINE

RFP No. 17C0023

FOOD AND CONCESSION SERVICES

| Task No. | Description | Date* | Status |
|------------|--|--|------------------|
| 1. | Initial Meeting with Student Services/ASCC | August 14, 2017; 10:00 AM | Completed |
| 2. | Food Survey Development Meeting with Student Services/ASCC | August 16, 2017; 4:00 PM | Completed |
| 3. | Institutional Research and Planning Drafts Food Service Survey | August 17—31, 2017 | Completed |
| 4. | Draft RFP | August 21—30, 2017 | Completed |
| 5. | Food Survey Development Meeting with Student Services/ASCC | August 23, 2017 | Completed |
| 6. | Reviewed Final Draft Food Service Survey | August 29, 2017 | Completed |
| 7. | Draft RFP Provided to Food Task Force | August 30, 2017 | Completed |
| 8. | Food Task Force Reviews DRAFT RFP | August 30–September 22, 2017 | Completed |
| 9. | Release Food Service Survey to Campus Community | September 5, 2017 | Completed |
| 10. | Food Task Force RFP Review Meeting | September 6, 2017 | Completed |
| 11. | Board Meeting: Information Item | September 6, 2017 | Completed |
| 12. | Food Task Force Provides Final Feedback on Draft RFP | September 8, 2017 | Completed |
| 13. | Incorporate Initial Changes from Food Task Force into RFP | September 11—13, 2017 | Completed |
| 14. | Food Survey Extended | September 15, 2017 | Completed |
| 15. | Food Survey Closes | September 20, 2017 | Completed |
| 16. | Institutional Research and Planning Evaluates Survey and Provides Results | Week of September 18, 2017 | Completed |
| 17. | Discuss Results from Food Survey | Week of September 18, 2017 | Completed |
| 18. | Incorporate New Survey into RFP and Update RFP to Reflect any Changes or Insight from Survey | Week of September 18, 2017 | Completed |
| 19. | Release of RFP | September 26, 2017 | Completed |
| 20. | Newspaper advertisement, Week 1 | September 26, 2017 | Completed |
| 21. | Advertisement in other outreach venues | September 26, 2017 | Completed |
| 22. | Newspaper advertisement, Week 2 | October 3, 2017 | Completed |
| 23. | Pre-Proposal Conference & Site Visits | October 13 and Saturday, October 14, 2017 | Completed |
| 24. | Last day for offerors to submit questions | October 24, 2017 | Completed |
| 25. | Addendum No. 1: Last day for District to respond to questions | October 31, 2017 | Completed |
| 26. | Addendum No. 2 distributed | TBD | N/A |
| 27. | PROPOSALS DUE | 2:00 PM; November 8, 2017 | Completed |

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| 28. | Evaluation Committee (EC) Kick-off meeting | November 13, 2017; 4:00 PM | Completed |
| 29. | Committee reviews proposals | November 13—17, 2017 | Completed |
| 30. | Committee submits evaluation sheets | November 17, 2017 | Completed |
| 31. | Committee Evaluation sheet tabulated | November 20—21, 2017 | Completed |
| 32. | Committee meeting to determine short list | November 27, 2017; 4:00 PM | Completed |
| 33. | Notification of invitations to short-listed vendors for interviews | November 28, 2017 | Completed |
| 34. | Notification of Non-Selection of Short List Letters mailed to vendors | December 11, 2017 | Completed |
| 35. | Vendor Interviews | December 18, 2017 | Completed |
| 36. | Committee determine final vendor selected | December 18, 2017 | Completed |
| 37. | Board agenda item due for January 2017 board meeting—PLACEHOLDER | December 20, 2017 | Completed |
| 38. | Vendor negotiations | January 2, 2018 | Completed |
| 39. | Board agenda item due for January 2017 board meeting—FINAL | January 2, 2018 | Completed |
| 40. | Recommendation of Award of Contract during the Regularly Scheduled Board of Trustees' Meeting | January 17, 2018 | |
| 41. | Notice of Award issued and Contract mailed to vendor | TBD | |
| 42. | Notice of Non-Award issued/Notice to vacate premises | TBD | |
| 43. | Transition planning | TBD | |
| 44. | Contracts executed | TBD | |
| 45. | Start Date | July 1, 2018 (Tentative) | |

* Dates may change with or without notice