

Schedule of Activities:
CORRIDOR IMPROVEMENT PROGRAM (CIP)
PHASE I: ASSESSMENT OF US 1/SR 5
Professional Consultant Services

August 8, 2011

- Legal Ad appears in newspapers and on website www.volusiatpo.org
- E-mail sent to consultants

August 10, 2011 @ 1:00 p.m.

- Pre-submittal meeting to allow interested firms to ask questions regarding this work effort

August 29, 2011 @ 12:00 noon

- Proposals due to the VTPO

August 30, 2011

- *Selection Committee* meets and selects short-listed firms. This will be based on qualifications, experience and capabilities submitted in the proposals and evaluation criteria set forth in the request for proposals

September 9, 2011

- Oral presentations will be given to the *Selection Committee* by the short-listed firms at the VTPO office. This will include a Q&A session of the firm's past work, capabilities and project approach.
- *Selection Committee* will rank short-listed firms based on qualifications, experience, capabilities, project approach and oral presentations

September 12, 2011

- The Executive Director of the VTPO presents the recommendations of the *Selection Committee* to the VTPO Executive Committee. The VTPO Executive Committee authorizes the Executive Director to execute contract with the top ranked firm or as directed

September 19, 2011

- VTPO Executive Director executes contract with the top selected Consulting Firm along with issuing the Notice to Proceed