

Section 3 – Project Timeline – Updated February 12, 2019

The City intends to complete the selection process using the following schedule. However, the City reserves the right to adjust or reschedule milestones as necessary. Any changes to the schedule will be posted on the City’s website.

Release Request for Proposal	December 18, 2018
Vendor Questions	January 9, 2019
Answers to RFP Posted on City Website	January 16, 2019
Vendor Proposal Responses Due	Submittals are to be received by 4:00 p.m. Friday, January 25, 2019 at the City of West Richland Municipal Services Facility
Final Selection	January 28, 2019 February 5, 2019 February 22, 2019
Contract Awarded/Council Approval	February 5, 2019 February 19, 2019 March 5, 2019
Implementation, test setup/training	October/November/December 2019
Production to go live	January 1, 2020