

***The following procurement opportunity for the Eastern Ontario's Leadership Council Economic Development has been posted on Biddingo:***

***Request for Proposal Reference #: 2015-RLC-01 Contract Project Coordinator – Economic Development Strategy***

***The RFP document can be found at [www.biddingo.com/kingston](http://www.biddingo.com/kingston). Please note that registration on Biddingo will be required or a single document charge will apply.***

For your information, significant dates included in the RFP are:

**Deadline for submission of proposals:** Wednesday December 9, 2015 at 3:00:00 p.m.

**Deadline for submitting inquiries** (in writing only): Friday November 27, 2015 at 3:00:00 p.m.

**Deadline for responding to inquiries** (by addenda on Biddingo): Wednesday December 2, 2015

**Proponent interview(s) and reference checks:** December 10-17, 2015

**Award of contract:** December 21, 2015

**Start Date:** January 4, 2016

*Although every attempt will be made to meet all dates, the City reserves the right to modify any or all dates at its sole discretion.*

Should you have any questions, please contact Gerard Hunt, CAO, City of Kingston at [ghunt@cityofkingston.ca](mailto:ghunt@cityofkingston.ca) or Melanie Ryttersgaard, Executive Assistant to the CAO, City of Kingston at [mryttersgaard@cityofkingston.ca](mailto:mryttersgaard@cityofkingston.ca).

Thank you.