
REQUEST FOR PROPOSAL

Compensation Consultant

APSU RFP #	23-018
Proposal Due	11/18 12/2/2022
Date/Time	4:30 p.m.

2. RFP SCHEDULE OF EVENTS

The following Schedule of Events represents the Institution's best estimate of the schedule that will be followed. Unless otherwise specified, the time of day for the following events will be between 8:00 a.m. and 4:30 p.m., CT.

NOTICE: The Institution reserves the right, at its sole discretion, to adjust this schedule, as it deems necessary. The Institution will communicate any adjustment to the Schedule of Events to the potential Proposers from whom the Institution has received a Notice of Intent to Propose.

EVENT	TIME	DATE (<u>all</u> dates are Institution business days)
Institution Issues RFP	4:30pm	10/18/2022
Disability Accommodation Request Deadline	4:30pm	10/21/2022
Pre-Proposal Written Questions Deadline	4:30pm	11/1/2022
Institution Responds to Written Questions/Comments – posted online	4:30pm	11/8/2022
Proposal Deadline	4:30pm	11/18/2022 12/2/2022
Institution Completes Technical Proposal Evaluations	4:30pm	11/30/2022 12/9/2022
Presentations	TBD	12/5-9/2022 12/12/2022 – 12/16/2022
Institution Opens Cost Proposal and Calculates Scores	-	12/13/2022 12/20/2022
APSU closed for Holiday Break		12/23/2022 – 1/2/2023
Institution Issues Intent to Award Letter and Opens RFP Files for Public Inspection	2:00 p.m.	12/14/2022 1/3/2022
End of Open File Period	4:30 p.m.	12/21/2022 1/10/2023
Contract Effective Date	8:00am	01/2/2023 1/18/2022