

January 17, 2023

Theresa Ashman, AVP Financial Services
Tariq Banuri, College of Social & Behavioral Sciences Faculty
Darryl Butt, Dean, College of Mines and Earth Sciences
Christian Gardner, Board of Trustees
Jeff Herring, Chief Human Resources
Steve Hess, Chief Information Officer
Allison Nicholson, Office of the CFO
Hollis Robbins, Dean, College of Humanities
Scott Schaefer, School of Business Faculty
Randy Shumway, Board of Trustees

Dear Colleagues,

As you are aware, a key goal of mine is for the University to rank among the top 10 public research institutions in the nation. To ensure we are positioned to meet our goals, I am releasing a request for proposals (RFP) to engage a strategic consultant who can provide outside expertise and a holistic assessment of our key processes, services, and resource allocation in and across core functional areas. It is important that the consultant align with current initiatives, as well as review, evaluate, and build on existing studies, to propose strategies and recommendations that we will prioritize and act upon.

This assessment may include identifying operational improvements, efficiencies, and strategies to increase alignment; opportunities to avoid costs as we scale, or reduce expenditures that can be spent in a new area; ways to enhance or unlock new revenues; and developing metrics to measure what matters. The University of Utah Hospital and Clinics will not be included in the scope of work for this RFP.

I am writing to thank you for your willingness to serve on the RFP Committee, and to communicate some additional committee details, key dates, and requirements of this request. Because this committee is relatively large and composed of busy members, we are planning to designate four or five of you to serve on a smaller RFP Evaluation Subcommittee. As a member of the larger committee, you will review highlights of the draft RFP before it is publicly released, attend the oral presentations (likely for 2 finalists), and provide your expertise on engaging the best consultant for our needs.

The smaller RFP Evaluation Subcommittee will meet for a technical review of the draft RFP before it is publicly released, review and score all submitted proposals from vendors, meet as a committee to discuss the technical scores, attend all oral presentations with the larger committee, and meet one final time where vendors' cost proposals are revealed and discussed.

The following are **tentative** dates:

RFP Dated and Issued	January 30, 2023
RFP Inquiry Questions Due	February 13, 2023, 2pm Mountain Time
Proposal Due Date	March 3, 2023, 2pm Mountain Time
Estimated Oral Presentations	March 27-31, 2023

These dates are subject to change, based on committee input, and any significant comments or edits to the draft RFP language, which may change the public release date. Our Purchasing Department will manage the solicitation process, scheduling, and conflict of interest procedures. If any of these proposed dates are problematic, please contact Katie Haslam, katie.haslam@utah.edu.

Your perspective and participation will bring valuable insight to the selection process and this important OneU effort. Thank you for your commitment to the University of Utah. I appreciate your willingness to assist in selecting a valuable partner in our continuous improvement efforts.

Sincerely,



Taylor Randall