**2.0 PROJECT SPECIFIC DOCUMENTS**

**2.1 SCHEDULE OF EVENTS**

The following table provides the Owner’s proposed Schedule of Events. The Owner reserves the right, at its sole discretion, to change this schedule. The Owner will communicate a change to the Schedule of Events to entities from whom the Owner has received a Notice of Intent to Propose.

|  |  |  |
| --- | --- | --- |
| **EVENT** | **DATE** | **TIME at LOCATION** |
| 1. Owner Issues RFP | **June 13, 2024** |  |
| 1. Pre-Proposal Conference   Submit an email request for the TEAMS meeting invitation link at least one day before the conference call to [jwebb@tntech.edu](mailto:jwebb@tntech.edu). | **June 25, 2024** | **2:00 p.m. CDST** |
| 1. Notice of Intent to Propose Deadline | **June 28, 2023** |  |
| 1. Comments Deadline | **June 27, 2024** |  |
| 1. Owner Responds to Comments | **July 2, 2024** |  |
| 1. Proposal Deadline   Proposals must be submitted to the Owner no later than the date and time shown, at the location below. | **July 16, 2024** | **2:00 p.m. CDST** |
| 1. Owner Issues the Intent to Award Notice and Procurement File is Opened for Public Inspection | **August 21, 2024** |  |
| 1. Proposed Contract Start Date | **September 18, 2024** |  |

**Proposal Submittal Location:**

Proposals must be submitted to the Owner no later than the date and time shown, at the location below:

**Ms. Jody Webb, RFP Coordinator**

**Tennessee Tech University**

**220 W. Tenth Street, Room 116**

**Cookeville TN 38501**

**Phone: 931-372-3524;** [**jwebb@tntech.edu**](mailto:jwebb@tntech.edu)

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