



Questions and Response UAPB A215 Strategic Enrollment Planning Consultant

UAPB may request clarification of a question(s) or reserves the right not to respond to that question(s).

Q. What is the budget for this project?

A. N/A

Q. Is the campus interested in enrollment platform that could inform and enhance data analytics?

A. Yes

Q. What is the desired planning horizon for the Strategic Enrollment Management (SEM) Plan (e.g., 3-5 years, 5-7 years, 10 years)? **Section 2.3**

A. 3-5 years

Q. Are there specific institutional milestones (e.g., Board meetings, faculty convenings, budget cycles) that phases of the work should align with, and is there a target completion date for the SEM plan?

A. N/A

Q. The RFP references facilitated workshops and stakeholder engagement. What is UAPB's preferred balance of remote versus on-campus engagement for this work?

A. UAPB prefers a hybrid engagement model that balances efficiency with in-person collaboration. Discovery sessions, leadership briefings, key stakeholder workshops should be conducted on-campus to ensure strong engagement across leadership, faculty, staff, and students. Remotely may be conducted with follow-up working sessions, progress check-ins, and technical collaboration meetings. A final presentation and strategic session are preferred on-campus, particularly in Cabinet, Enrollment Management Council, or across campus broadly.

Q. What CRM and Student Information System (SIS) platforms are currently in use at UAPB?

A. Workday and Element451



Q. Has UAPB identified specific enrollment goals or priority student segments for growth during the SEM planning horizon (e.g., out-of-state, online graduate, transfer, etc.)?

A.

UAPB Directional Enrollment Targets for Goals				
	Freshman	Transfer	Graduate	Readmit & Stop-Out
Fall 2026	400-450	130-150	195-200	110-125
Fall 2027	425-475	145-170	205-215	125-140

Q. Has UAPB established a budget range for this engagement that respondents should consider when developing scope and pricing?

A. N/A

Q. Has UAPB previously engaged an external consultant for strategic enrollment or SEM planning efforts?

A. Yes, RNL in 2014

Q. Who is the executive sponsor identified for this project? (Section 2.3)

A. N/A

Q. Has UAPB identified a Main Point of Contact that will work with the selected firm to ensure appropriate materials are shared and key meetings are scheduled? (Section 2.3)

A. Mr. Chris Riggins - Vice Chancellor for Enrollment Management and Student Success

Q. Has a steering committee been formed for this project, or will an existing governance (leadership) team be responsible for oversight? Please identify the governance committee

A. UAPB Enrollment Management Council – a cross-divisional steering body that convenes senior leaders and functional managers from key enrollment-related units.

Q. For the stakeholder engagement activities, does UAPB expect those to occur in-person or is virtual (e.g., Zoom) also an option? Would a combination of in-person and Zoom be acceptable? (Section 2.3)



A. UAPB prefers a hybrid engagement model that balances efficiency with in-person collaboration. Discovery sessions, leadership briefings, key stakeholder workshops should be conducted on-campus to ensure strong engagement across leadership, faculty, staff, and students. Remotely may be conducted with follow-up working sessions, progress check-ins, and technical collaboration meetings.

Q. Does UAPB have an expectation of how often the consulting team will be on-campus throughout the year-long engagement? (*Section 2.3*)

A. UAPB does not have a fixed number of on-campus visits for the consulting team. However, the University does expect a structured, milestone-based on-campus presence throughout the year-long engagement rather than an undefined schedule.

UAPB anticipates on-campus engagement aligned with key phases of the work including: Kickoff Phase, Strategy Development Phase, and Implementation Planning & Final Presentation Phase.

Q. Has UAPB identified a budget for this project, and if so, is it possible to share? Is there a price above which proposals would not be accepted? (*Section 3*)

A. N/A

Q. Does the engagement include both undergraduate and graduate academic levels for all the activities (assessment, market relevance, strategic recommendations, targets, KPIs, etc.)? (*Section 2.3*)

A. Yes, the engagement include both undergraduate and graduate academic levels.

Q. How does this engagement align with the university's existing "Growing the Pride" 2023-2030 Strategic Plan? (*Section 2.3*)

A. The consulting engagement will serve as an implementation accelerator that strengthens execution, alignment, and measurable outcomes tied to the existing strategic framework.

B. Specifically, the engagement should:

- a. Advance enrollment growth and student success objectives through data-informed strategy and cross-divisional alignment.
- b. Strengthen operational effectiveness and accountability structures that support institutional stability and long-term sustainability.



- c. Enhance stakeholder engagement and institutional brand clarity in ways that reinforce the University's value proposition.
- d. Support measurable performance indicators aligned with the Strategic Plan's goals.

Q. Are you willing to accept an electronic signature in lieu of a wet ink signature on all forms? (*Section 1.6*)

A. Electronic signature is acceptable

Q. Are you willing to accept an electronic submission in lieu of the hard copies? If not, will UAPB accept responses on a USB shipped to your location (no hard copy provided)? (*Section 1.6*)

A. Refer to 1.6 of your bid package

Q. If hard copies are required, we intend to ship our response no later than February 26th, to guarantee timely arrival. Considering Q&A responses may not be released until February 24th, would UAPB consider granting a brief deadline extension to ensure proposals contain the most accurate, up to date information? (*Section 1.3*)

A. If there are any Addendums, see 1.14 of your bid package

Q. When shipping hard copies via FedEx, a physical address is typically required, rather than a PO box. Can you confirm which specific address we should ship responses to? (*Delivery of Response section, page 1*)

A. Refer to Technical Proposal Packet