



Division of Finance and Business Operations

Procurement & Business Services
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August 08, 2025

Addendum One
RFP Chair of The Michael and Marian Ilitch Department of Surgery
Executive Search Services

Questions have been asked since the release of the University's RFP for **Executive Search Services** for the **Chair of The Michael and Marian Ilitch Department of Surgery**. A summary of the questions asked, and the University's responses are as follows:

It's been called to our attention that the link to submit proposals closed prematurely and that not all potential bidders were able to successfully submit proposals. Upon investigation, we found the portal closed at 2 am instead of 2 pm. Those that submitted the day before it closed were able to do so, as well as those who attempted after we learned of the error and adjusted it.

In order to make sure all potential firms are able to submit proposals, we are extending the deadline until 2:00 pm on Wednesday, 8-13-2025.

The updated portion of the RFP now reads:

Delivery of Proposals are by electronic submission. The link for submission will be posted with the RFP details at <http://go.wayne.edu/bids>. When visiting the Website, click on the "Service" link in green. You can also use the following link to directly access the submission form: <https://forms.wayne.edu/687760e58a0e4>.

Please respond to this request by 2:00 p.m. E.S.T. on August 13, 2025, as follows:

Wayne State University
Attn: Kenneth Doherty
Online Submission Link:
<https://forms.wayne.edu/687760e58a0e4>

Should you have any questions or concerns about this Addendum or on any other aspects of the Request for Proposal, please send them by email to **Kenneth Doherty, Associate Vice President**, Email: ken-doherty@wayne.edu.

Kenneth Doherty

Kenneth Doherty
Associate Vice President
Procurement & Business Services

Enclosure

cc: Jamie Krueger, Chief of Staff, WSU School of Medicine