

SMU RFP for Background Check Services

Questions and Answers

Updated: September 10, 2024

Section 2: Acceptance of SMU's Terms and Conditions

Could you please confirm if inability to accept all of SMU's Terms and Conditions is a dealbreaker. As a consumer reporting agency, we must comply with the Fair Credit Reporting Act, as amended ("FCRA"). The FCRA establishes specific obligations with respect to employment screening that apply to both employers and consumer reporting agencies. We are required to include these obligations in the agreement between the parties. Will a bidder be eliminated from consideration if they are unable to accept all of SMU's Terms and Conditions upfront and/or will require working off Vendor's own contract paper instead of SMUs?

SMU understands the requirement for both parties to comply with their respective conditions in the the Fair Credit Reporting Act ("FCRA"). A bidder will not be eliminated from consideration for noting this requirement in their response. SMU and the selected bidder can work to incorporate the required language into SMU's standard form contract. Additional changes to the standard form contract or a request to work from a bidder's contract paper will be used as a part of the evaluation process as noted in Section 3.2 of the RFP.

Section 5: Additional Vendor Requirements – "All prices must be inclusive of all Services. There shall be no pass-through fees."

Will a bidder be eliminated from consideration if some services (such as employment verification and MVR) cannot be priced at an all-inclusive rate and cannot guarantee no pass-through fees? Would it be acceptable for vendors to provide a base cost and attach a list of fees in relation to the services that cannot be all inclusive?

A bidder will not be eliminated from consideration if some services cannot be priced at an all-inclusive rate. We would accept a base cost and a list of fees.