

# SMU RFP for Title IX Gender Equity Review Questions & Responses

- 1. How would a partial acceptance of proposal items, or awarding a Preferred Agreement in part, impact the pricing structure? (RFP Section 2.6)**

In the event a partial award was made by SMU, the selected vendor(s) would have the opportunity to adjust the proposed pricing structure accordingly during the contracting process.

- 2. Is there a system in place that currently stores personal information of Student Athletes, including gender, ethnicity, etc.? If so, what is the system called? What is the backend platform of the system? Is data fed into this system manually or automatically? How often is the system refreshed or updated? How often and what is the process to ensure the accuracy of the data captured in the system? (RFP Section 3.0)**

We use two platforms for student-athletes: ARMS and TeamWorks. Gender is identified by team. We do not store or request ethnicity.

- 3. Is there any business intelligence or reporting tools/software currently in place to evaluate gender-equity (e.g., Tableau, PowerBI, Excel, etc.)? (RFP Section 3.0)**

No

- 4. Does SMU currently have formal Title IX training? If so, please identify the platform and the estimated number of sessions and attendees. (RFP Section 3.0)**

Yes, there is yearly in person training and online training for incoming staff members.

- 5. Is there an expectation that pricing structures would be fixed-priced? Is there flexibility regarding the pricing structure? How should hourly rates for personnel be presented? Is there a preferred cost structure for other value-added services? (RFP Section 4.0)**

SMU prefers that the proposed pricing structure be submitted as a fixed price model, including any proposed value-added services, with hourly rates for any additional scope that might be identified clearly presented.

- 6. Are respondents to this RFP permitted to include appendices to include relevant information such as resumes of personnel, a summary of other services offered, etc.? (RFP Section 4.0)**

Yes, respondents can submit additional information as appendices. However, SMU is only interested in relevant information and not marketing material.

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- 7. As Attachment A appears to be a sample SMU contract, may specific terms and conditions (i.e., indemnifications) be negotiated between the selected firm and the University? (RFP Section 7.0)**

SMU is open to negotiation of specific terms and conditions but requests that any exceptions to the standard contract be identified in the RFP response as noted in RFP Section 4.0.

- 8. Must Attachment A be signed by the "Designated Persons Authorized to Sign" at the time of proposal submission? (Exhibit A)**

No.

- 9. Should prospective firms insert the language the University provides in *RFP Section: 4.0 Proposal Content Requirements*? Or should the prospective firm provide its own description of services (planned approach and work steps) it plans to perform to meet the scope requirements? (Exhibit A)**

No. The selected firm's RFP response will become Exhibit A of the negotiated contract.

- 10. Please explain the approval process / criteria that the SMU Purchasing department uses to evaluate any subcontractor requests.**

If subcontractors are to be used in the engagement, the subcontractors, and their scope of work, should be clearly identified in the prospective firm's RFP response. If a subcontractor is added after contract execution, the contracted firm will need to submit a written request to the identified SMU representative for the addition.