

RFP #: RFP752-19-921DH **SUBMITTAL DUE DATE:** May 14, 2019 , 2:00 pm, local time
TITLE: Student Refunding Processor Services
DATE: May 1, 2019

Addendum #1

Please note the following clarifications are hereby made to the RFP.

Answers to Questions

1. Student Refunding Processor Services Reference section # or page # question refers to, if applicable: Page 6, Section 3.5, item 3.5.5 Responses to evaluation criteria Comment/Question: In section 3.5, Submittal Checklist, the instructions indicate that all items in 3.5.1 - 3.5.5 should be included as part of our proposal. For item 3.5.5, can you clarify what should be submitted as "Responses to evaluation criteria"? There doesn't appear to be a separate appendix or questionnaire for this item. The evaluation criteria that will be used for this proposal is listed in section 2.3, "Criteria for Selection", however this doesn't appear to be an item that requires response. Thank you in advance.

ANSWER: The intent of these sections 3.4 and 3.5 is to insure that proposer’s review their proposal. The Section 2.3 is the most important section regarding the proposal criteria. The entire proposal should cover these criteria. Please review your proposal to see that you have covered each of the eight criteria listed in your written proposal. To make your proposal easier for the evaluation committee to review organize your proposal in the order of the criteria listed.

Please sign this Addendum 1 and attach as part of your proposal submission.

 Signature

 Print Name

 Date

Denise Harpool
 Senior Buyer, UNT System Procurement

-End of Addendum-