RFP769-22-012722

TITLE: Clery Review DATE: February 11, 2022

Addendum #1

This addendum is being issued to revise RFP answer questions that have been submitted as follows:

Please note the following clarifications are hereby made to the aforementioned RFQ.

**Questions and Answers**

1. What is the University’s expectation regarding the date range of the data audit (last three calendar years, last five years, etc.)?


2. What is the University’s expectation regarding the date range of the data audit (last three calendar years, last five years, etc.)?


3. Section 3.1 of the RFP asks for the proposer to conduct a review of internal data audits. Then, in section 3.3.2 of the RFP, there is language that asks for the proposer to conduct an audit of data. Does the University expect that the proposer will conduct a full data audit and then compare findings to the audit conducted by the University internally?

   Answer: An audit of internal systems and processes to ensure accurate reporting and data collection

4. During the pandemic, we learned that we are able to conduct hybrid onsite and virtual reviews, with many interviews conducted via videoconference. Does UNT intend for this project to be in person, virtual, or a combination of both?

   Answer: Combination of both is acceptable

5. Section 3.2. Project Details indicates that “The tasks associated with the review and assessment will include a comprehensive review of all policies, procedures, protocols and AUDIT TRAILS [emphasis added] which form the basis of the ASFSR.” Please clarify the scope of the requested data audit and review of audit trails: a. Does the UNT System seek to have the vendor review audit trails applicable to the three most recent calendar years of data included in the 2021 Annual Security & Fire Safety Report (i.e., audit trails pertaining to calendar years 2020, 2019, and 2018) or just the most recent calendar year addressed in the 2021 report (i.e., the 2020 calendar year)? b. Alternately, does the UNT System seek to have a vendor review the draft 2021 calendar year
crime statistics that are scheduled to be published for the first time in the 2022 UNT Annual Security & Fire Safety Report? If reviewing draft 2021 statistics is requested by UNTS, it will be helpful for UNT to disclose, at a minimum, the total number of crimes occurring in the following four general categories: Primary Crimes, Arrests and Referrals, Hate Crimes, VAWA Offenses, and Unfounded Offenses (totals should combine On-Campus, Noncampus, and Public Property statistics for each category so that an appropriate estimate of time and costs can be calculated for the Proposal). Ideally, UNT would provide statistical totals by the individual crime categories identified in 34 CFR 668.46(c)(1) but aggregating by the four general categories outlined above would be sufficient for our firm’s response to the RFP. c. Does the UNT System seek to have the vendor review a sample of records (to be identified by the Vendor, in consultation with UNT) from the applicable calendar year(s), or does the UNT System request that a Vendor review all crime reports that were classified by UNT as Clery crimes for the applicable calendar year(s)? If UNT or UNTS prefers a different approach for identifying the number and type of reports that will be reviewed as part of the data audit scope, please provide as much clarification as possible regarding the number and type of reports from each applicable calendar year so that our response can be tailored to UNT’s and/or the System’s needs.


6. Does the UNT System and/or UNT intend for the Vendor to provide services off-site (i.e., virtually), in-person, or via a hybrid approach (such as conducting an off-site review of the Annual Security & Fire Safety Report but an on-site program review and/or data audit)?

Answer: An in person or hybrid approach would be acceptable

-Marina Williams
Issued by (signature)
February 11, 2022

ACKNOWLEDGEMENT: Please acknowledge receipt of this addendum by listing on Section 3.10.6 of the RFP.