Agenda

• Introductions
• Background
• Key dates/times
• Submittal Instructions
• Questions/Answers
Introductions
Background

• The University of North Texas System (UNTS) currently has an average of 4000 background checks performed on potential employees each year. These checks are used to identify in advance any potential issues as well as mitigate any security risks.

• The number of background checks is expected to increase as new initiatives are planned for FY20.
Key Dates and Times

• Deadline for questions: 09/23/2019 @ 2:00pm
• Questions and answers posted: 09/26/2019 @ 5:00pm
• Deadline for submittals: 10/03/2019 @ 2:00pm

All stated times are local.
Submittal Instructions

• Delivery address for response submittal
  Jon Rascon, Director for Procurement Services
  University of North Texas System
  Business Service Center
  1112 Dallas Dr., Ste. 4000
  Denton, TX  76205

• Envelope
  ➢ Proposal #, name, and submittal date to be clearly marked on lower left-hand corner of the package containing the proposal.

• Container instructions
  ➢ Must contain/include the following:
    ✓ Signed and Completed Execution of Offer
    ✓ Responses to Proposer’s General Questionnaire
    ✓ Signed and completed Addenda Checklist
    ✓ Responses to evaluation criteria
    ✓ USB flash-drive containing entire response. If providing spreadsheets, please include in pdf and excel format.
HUB

• There is no HUB requirement for this solicitation, and no HSP form is required.
Pre-Bid Meeting

Questions and Answers
Key Dates and Times

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