

**RFP 24-01 NCAA COMPLIANCE AUDIT  
ATTACHMENT B - VENDOR QUESTION FORM**

**ADDENDUM #1 - VENDOR Q&A Responses**

Vendors should list any questions regarding terms and conditions set forth in RFP 24-001 NCAA Compliance Audit Kentucky State University below.

<b>Question</b>	<b>RFP Section Number</b>	<b>Vendor Question</b>
<b>1</b>	40.1	Our reading of the proposal is that this is a one-time project which resulted from the Negotiated Resolution as defined in the RFP. This section says the contract shall include up to two one year renewal options. Do you anticipate this to potentially be a recurring project?
		The Negotiated Resolution requires only a single compliance audit. However, the University may wish to have subsequent audits conducted to prevent recurring compliance issues.
<b>2</b>	50.3	It looks like the technical proposal and the proprietary information are required to be submitted on a flash drive. We did not see that language for the cost proposal – should that also be included on the thumb drive for submission?
		The cost proposal is to be a single paper copy submitted under separate cover as directed in Section 50.3.
<b>3</b>	40.2	Are there any restrictions on when the project can be performed (e.g. not during annual close or external audit, etc.)?
		There are no restrictions on when the project can be performed.
<b>4</b>	10.1	RFP says that we are to review certification and eligibility processes for NCAA. Would the scope of this project be high level to review your policies and procedures over the requirements of Article 14 of the NCAA Division Two Manual? Are there any other rules and regulations which would be required to be reviewed? <a href="https://www.ncaapublications.com/productdownloads/D223.pdf">https://www.ncaapublications.com/productdownloads/D223.pdf</a>
		Yes, the scope of the project will include a high-level review of the University's policies and procedures compared to the requirements of Article 14 and related provisions. Articles 11 and 13 may need to be reviewed as well.
<b>5</b>	40.2	Do you prefer that the project work for this to be done onsite, or can a majority of the project be done remotely?
		Some of the project will need to be completed on site, but the majority of the project can be performed remotely.