

**REQUEST FOR PROPOSAL # 2025-003**  
**Title IX Athletic Audit**  
**RESPONSE ADDENDUM #1**  
**August 14, 2024**

**RFP PROCESS OR DOCUMENT QUESTIONS**

1. In regard to Table 2: Would you prefer separate excel files for each institution, or one continuous excel file for all of the institutions, clearly separated by institution?

**ANSWER:**

**Please use one excel file. As a reminder this Title IX Athletic Audit is for the University of Maine, Orono campus (refer to RFP Section 1.1.3). The other campuses are noted only to describe the University of Maine System and to allow for the other campuses the option to utilize any resulting agreement. Please structure your response for the University of Maine campus at this time.**

2. On page 14 of the Submission Form Package, Appendix F, Question 8: We would appreciate clarification of the language “. . . business requirements identified in this document within higher education.” We are interpreting this to mean the costs of achieving compliance with Title IX. Thank you for any clarification you can provide.

**ANSWER:**

**That is correct.**

3. Assuming that the athletic audits are for the intercollegiate athletics programs, it appears that seven institutions (U Maine, UMM, UMA, UMF, UMFK, UMPI, and USM) have intercollegiate programs; the Maine School of Law and the Graduate and Professional Center do not. Additionally, it appears that the Maine Maritime Academy, Central Maine Community College, Southern Maine Community College, and York County Community College have intercollegiate athletics programs as well; Eastern Maine Community College, Kennebec Valley Community College, and Northern Maine Community College do not. Washington County Community College appears to offer one intercollegiate team. Thank you for any confirmation you can provide.

**ANSWER:**

**As a reminder this Title IX Athletic Audit is for the University of Maine, Orono campus (refer to RFP Section 1.1.3). The other campuses are noted only to describe the University of Maine System and to allow for the other campuses the option to utilize any resulting agreement. Please structure your response for the University of Maine campus at this time.**

Do you have a preferred number of years desired for continuous monitoring? The RFP states that this is a one-year contract so how do you prefer we list out pricing for what we anticipate needing for continuous monitoring?

**ANSWER:**

**Please list the pricing for continuous monitoring separately as an option for the campus to consider. You can add it as a separate deliverable, at University option only.**

**OTHER QUESTIONS**

4. We are assuming that the athletic audits are for the intercollegiate athletics programs within the University of Maine System, rather than the club and intramural athletics programs. (Club and intramural programs are each reviewed separately under Title IX, and compliance problems for such programs are quite unusual.) Thank you for any confirmation you can provide.

**ANSWER:**

**As a reminder this Title IX Athletic Audit is for the University of Maine, Orono campus (refer to RFP Section 1.1.3). Please structure your response for the University of Maine campus at this time.**

5. Can you confirm if the audit will cover The University of Maine – Main Campus only?

**ANSWER:**

**Confirmed. The Title IX Athletic Audit is for the University of Maine, Orono campus (refer to RFP Section 1.1.3). Please structure your response for the University of Maine campus at this time.**

6. Regarding surveys, are the interviews required to be conducted individually or in focus groups? Will you leave this up to the discretion of the supplier?

**ANSWER:**

**We are open to both options or a mixture of both. Please provide a recommendation.**

7. If focus groups are required, will they be selected at random, by the institution, or by the supplier?

**ANSWER:**

**We are open to both options with a lean towards random selection.**

8. Is there a requirement of in-person or virtual interviews and meetings?

**ANSWER:**

**We can agree to virtual interviews. We would need an onsite visit and presentation of the findings.**

9. Under Evaluation Question(s) – Professional Services, question 2 is asking for “least three finalized Title IX Athletic Audits or similarly scoped audits developed by your company for a higher education institution, and if possible, provide plans that were developed for institutions similar in size and



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UNIVERSITY OF MAINE SYSTEM

composition to the University of Maine System. Please provide a reference contact for the institution for which the plan was designed." The previous Title IX Athletic Audits that our team has done were completed through the affiliate law firm of INCompliance, Bricker Graydon LLP. With that, these audits are subject to attorney-client privilege and we are unable to share names of these clients. Will we be docked or disqualified for not sharing names/references associated with this section?

**ANSWER: You can redact the client information. We require as part the evaluation actual audits that you have performed.**