

**Request for Proposal (RFP)**

**RFP No. R593339**

**Campus Card Office Business Consultant Services**

**Question and Answer Set Number 1**

Question 1: Is the VPAT Form (pp.5-8) required if business consulting services (only) are being proposed in the vendor RFP response?

Answer 1 : VPAT language is standard for the UA RFP document. Since the RFP is for business consulting services, the VPAT is not required with the vendor’s proposal. If it is determined supplies, equipment or software will be provided by the vendor awarded the solicitation, it will be requested before the award is finalized.

Question 2: Insurance (p. 18) In regards to proof of Workmens Compensation Insurance. My company has never had any employees. Will I need Workmens Compensation Insurance?

Answer 2:  If a company does not have any employees, Worker’s Compensation Insurance is not needed.

Question 3: We maintain Comprehensive General Liability Insurance.

Answer 3:   The Certificate of Insurance should be supplied with the vendor’s RFP response.