

Notice of Intent to Sole Source

Posting Date: May 24, 2023

Francis Marion University seeks to sole source the procurement of application subscription services programs that include eDeposits, uStores, uPay, Admissions Pros, & Handshake.

Current situation:

Francis Marion University utilizes the Ellucian Colleague Enterprise Requirements Planning Software, including use of Payment Client Software through Ellucian. The expectation for the term of use of the Ellucian Colleague ERP system is indefinite; there is no anticipated time in the foreseeable future in which we would be moving from this ERP system to another system.

Intent to Sole Source:

eDeposits, Marketplace uStores, & Marketplace uPay - The University seeks to continue to utilize Ellucian for as much of its needs as possible including accepting payments from students. TouchNet provides a "student marketplace," which allows students to conduct eCommerce with the University 24 hours per day, seven days per week. Touchnet's Application Subscription Services Program will allow for an electronic student marketplace and provides for encryption to current and new hardware devices for the security of the student and the University. The PCI requirements and certification practices for TouchNet provide the only viable compatible option for a payment system to work in tandem with our ERP software.

Admissions Pros - Francis Marion University utilizes the Touchnet payment system for students campus wide and was purchased via State Contract from Heartland Campus Solutions. This system works for many forms of payment, including but not limited to individual payments unrelated to student fees. The University handles several services for which payments from students or other entities is required, one of which is Admissions Pro (a customer-relationship management software). Francis Marion University completed RFP 2333 – Provide CRM for Office of Admissions in 2020 with Admissions Pro as the winning/awarded vendor. Updated software support and assurance is a priority for the University to continue to utilize the automated photo submission system without having issues related to out of date software. Furthermore, purchasing various service-oriented payment systems would not be productive or conducive for the University, its faculty/staff, and students alike as it would require maintenance and training on several different payment systems.

Handshake - The University handles several services for which payments from students or other entities is required, one of which is Handshake (career services software). Updated software support and assurance is a priority for the University to continue to utilize the automated photo submission system without having issues related to out of date software, and further, purchasing various service oriented payment systems would not be productive for the University as it would have to maintain several different payment systems.

As the TouchNet system already exists at the University and is both compatible and integrated with the University's ERP system, TouchNet is the sole source for the University's Payment Center needs through the various subscriptions detailed above. The cost for the proposed additional goods and services required is: \$161,227.80.

Company Specifics:

TouchNet
15520 College Boulevard
Lenexa KS 66219

Contact Person for this Intent to Sole Source:

Jennifer D Hester, Director of Purchasing
Phone: 843 661-1161
Email: jdhester@fmarion.edu
<http://www.fmarion.edu/about/solicitationsawards/>

Contact deadline: May 31, 2023, 11:59 pm EST

Unless additional pertinent information is forthcoming, Award will be posted at the following physical address and website address on June 1, 2023:

Francis Marion University
Purchasing Office
Stokes Administration Building, Room 102
4822 East Palmetto Street
Florence, SC 29506
www.fmarion.edu/about/solicitationsawards

If you are aggrieved in connection with the solicitation or award of the contract, you may be entitled to protest, but only as provided in Section 11-35-4210. To protest a solicitation, you must submit a protest within fifteen days of the date the applicable solicitation document is issued. To protest an award, you must (i) submit notice of your intent to protest within seven business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided.

PROTEST – CPO ADDRESS – MMO: Any protest must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing

(a) by email to protest-mmo@mmo.sc.gov,

(b) by facsimile at 803-737-0639, or

(c) by post or delivery to:

CHIEF PROCUREMENT OFFICER
MATERIALS MANAGEMENT OFFICE
1201 MAIN STREET, SUITE 600
COLUMBIA, S.C. 29201