



**Francis Marion University
Amendment 1**

Solicitation Number **RFP-2442**
 Date Issued **4/10/2024**
 Purchasing Officer **Jennifer D Hester**
 Phone **(843) 661-1161**
 E-Mail Address **jdhester@fmarion.edu**

DESCRIPTION: **Provide Interactive Campus Map for Francis Marion University**

The Term "Offer" Means Your "Bid" or "Proposal".

SUBMIT OFFER BY (Opening Date/Time): **05/01/2024 at 2:00 PM EST** See "Deadline For Submission Of Offer" provision

~~QUESTIONS MUST BE RECEIVED BY: 04/05/2024 at 2:00 PM EST~~ See "Questions From Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original in hard copy (Technical Proposal), three (3) copies in hard copy clearly marked "COPY" (Technical Proposal), one (1) original in hard copy (Business Proposal), one (1) flash drive or other USB device as Specified, and One (1) Redacted Copy as Specified.**

SUBMIT YOUR OFFER TO ONE OF THE FOLLOWING ADDRESSES IN A SEALED PACKAGE.

MAILING ADDRESS: Francis Marion University Purchasing Office P.O. Box 100547 Florence, SC 29502-0547	EXPRESS SHIPPING ADDRESS: Francis Marion University Central Receiving 4822 E. Palmetto Street Florence, SC 29506	HAND-DELIVERY: Francis Marion University Purchasing Office (Room 102) Stokes Administration Building 4822 E. Palmetto Street Florence, SC 29506
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CONFERENCE TYPE: N/A DATE & TIME: N/A As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: Francis Marion University Stokes Administration Building Board Room 4822 East Palmetto Street Florence, SC 29506
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AWARD & AMENDMENTS	An Award will be posted at the Physical Address stated above on 05/10/2024 5/20/2024 . The award, this solicitation, and any amendments will be posted at the following web address: http://www.fmarion.edu/about/solicitationsawards
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)	OFFEROR'S TYPE OF ENTITY: (Check one)
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____
TITLE (Business title of person signing above)	
PRINTED NAME (Printed name of person signing above) DATE SIGNED	

(See "Signing Your Offer" provision.)

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If Offeror is a corporation, identify the state of Incorporation.)

TAXPAYER IDENTIFICATION NO.
(See "Taxpayer Identification Number" provision)

PAGE TWO
(Return Page Two with Your Offer)

COVER PAGE MMO (JAN. 2006)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Address
	Area Code - Number - Extension Facsimile
	E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
<input type="checkbox"/> Payment Address same as Home Office Address	<input type="checkbox"/> Order Address same as Home Office Address
<input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS							
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES DO NOT APPLY WITH THIS SOLICITATION: Per Section 11-35-1524(E)(5) preferences do not apply to procurements conducted pursuant to Section 11-35-1530 of the South Carolina Consolidated Procurement Code.

NOTE: A remote demonstration for each responsible and responsive Offeror (as determined by evaluating the Offeror's proposal) will be scheduled for May 2, 2024 between 9:30 am and 12:00 pm EST May 13 between 1:00 pm and 4:00 pm EST. Each Offeror will be required to provide their remote demonstration on May 2, 2024 May 13. No other dates will be available for remote demonstrations.

Amendment 1

RFP- 2442- Provide Interactive Campus Map for Francis Marion University

AMENDMENTS TO SOLICITATION

- (a) The Solicitation may be amended at any time prior to opening.
- (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.
- (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

Modifications

The following have been **added** or **changed/removed** or **emphasized**:

- 1) Cover Page, Page 1- Changed Submit Offer Date.

SUBMIT OFFER BY (Opening Date/Time): **05/01/2024 at 2:00 PM EST** See "Deadline For Submission Of Offer" provision

- 2) Cover Page, Page 1- Removed Questions must be received by date and time.

~~QUESTIONS MUST BE RECEIVED BY: 04/05/2024 at 2:00 PM EST~~ See "Questions From Offerors" provision

- 3) Cover Page, Page 1- Changed Award Date.

AWARD & AMENDMENTS	An Award will be posted at the Physical Address stated above on 05/10/2024 5/20/2024 . The award, this solicitation, and any amendments will be posted at the following web address: http://www.fmarion.edu/about/solicitationsawards
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- 4) Cover Page, Page 1- Changed Remote Demonstration date and time.

NOTE: A remote demonstration for each responsible and responsive Offeror (as determined by evaluating the Offeror's proposal) will be scheduled for ~~May 2, 2024 between 9:30 am and 12:00 pm EST~~ **May 13 between 1:00 pm and 4:00 pm EST. Each Offeror will be required to provide their remote demonstration on ~~May 2, 2024~~ **May 13, 2024**. No other dates will be available for remote demonstrations.**

- 5) Removed and Compliance Audit Report on page 16.

~~»»»2.— Compliance Audit Report: Provide a complete copy of the annual compliance attestation audit report as required by Title IV of the Department of Education. Note: The DOE has established standards for institutions participating in Title IV programs. Section 668.23 of Student Assistance General Provisions further defines the requirements of Third Party Servicer Compliance Audits. Such audits are not required if the servicer contracts with only one school; AND the school's audit covers all aspects of the third party's program administration. Since contractors must be able to provide services to more than one client institution in South Carolina at any given time, however, proposals that fail to include a complete copy of the most current annual compliance attestation report will be ruled non-responsive and removed from further consideration. For the purposes of this RFP, a "complete copy" of the compliance attestation audit report consists of:~~

- ~~a. Auditor’s letter “Report of Independent Auditor”.~~
 - ~~b. Management Assertions Letter~~
 - ~~c. Servicer Information Sheets (includes Division of Responsibility for Compliance Requirements)~~
 - ~~d. Schedule of any findings and Questioned Costs, and~~
 - ~~e. Independent Auditor’s Comments on Prior Year Findings~~
 - ~~>>>3. List of failed projects, suspensions, debarments, and significant litigation.~~
- ~~For the purposes of this submittal, a failed project would be a contract entered in to with another entity in good faith, for which that contract was not seen to its conclusion.~~

6) Page 20, changed the schedule evaluation date.

Note: Thursday, May 2 **May 13** is the tentatively scheduled date for remote demonstration as cited on page 2 of the Cover Page. Offerors who are identified as responsive and responsible based upon their proposal should reserve those dates. FMU will notify Offerors as quickly as possible to schedule specific dates and times. Offeror’s demonstration shall not provide new information which was not already indicated in Offerors solicitation. Demonstration length is limited to 30 minutes of demonstration, with an additional 10 minutes for questions.

Questions from Vendors

Question 1	Are all project deliverables public facing (meaning no password protection or single-sign-on integrations)?
Answer	Yes, all deliverables are public facing and must not have any password protection.
Question 2	If the proposed solution requires a third-party for cloud-based hosted content, is that considered a subcontractor?
Answer	Yes, any third-party entities are considered a subcontractor. If a subcontractor is a component of the proposed solution, the total project should include the subcontractor pricing and must adhere to the budget maximum amount.
Question 3	What geospatial data is available from the university beyond what can be viewed online today?
Answer	No geospatial data outside of what can be viewed online is available.
Question 4	Is the \$68,000 maximum related only to year 1? Or are all 5 years (hosting fees, etc) to be included in the \$68,000 cap?
Answer	The \$68,000 budget maximum is for the entire contract period and must include all hosting fees, etc.
Question 5	Would the list of “properties that might be added later” be expected for inclusion within the \$68,000? Or does the state expect them to be included within the cost proposed with this response?
Answer	Yes, the list of properties that might be added later is expected to be included within the \$68,000 budget maximum.
Question 6	Page 14, Section 3 mentions “sample reports generated from analytics capabilities”. Can you expand on your expectation here?
Answer	FMU would like to know what capability, if any, the offeror has on providing analytics information for views on the map.
Question 7	What is the purpose of being compatible with Google Maps API? If just for aerial imagery, will another basemap provider (Esri or Bing) be acceptable?
Answer	It is required to be compatible with google mapping API, for automatic google map updates.

Question 8	Will the university be providing the data/locations to be mapped (buildings, parking lots, bus stop , security features, etc.) beyond just the addresses?
Answer	The university will provide a list of all locations to be mapped such as buildings, parking lots, bus stops, athletic facilities, etc.
Question 9	Will any data need to be collected by the offeror on-site? If so, what features and approximate number?
Answer	FMU does not require any data to be collected on site by the offeror.
Question 10	Does FMU currently have any 3D data available? If not, would FMU like 3D data to be collected as part of the scope?
Answer	FMU does not currently have any 3D data available. The offered product may be a vector illustration or a “3D” illustration based on a realistic representation of aerial or other photography, and should be prepared with proprietary software, skills, and knowledge.
Question 11	Does FMU currently have Esri licensing? If so, what licenses are available for this project? Can the map data be hosted on FMU's ArcGIS Online environment?
Answer	No, FMU does not have an Esri license.
Question 12	Are there any requirements to map the interior spaces?
Answer	No, there are no requirements to map interior spaces with this project.
Question 13	Are pictures permitted to be included as part of the technical proposal or are all pictures considered to be erroneous?
Answer	Relevant and information photographs may be used as samples in the technical proposal.
Question 14	Under the Company Experience and Qualifications Section, what is meant by “Sample reports generated from analytics capabilities?”
Answer	FMU wants to see what types of reports, if any, will be provided such as number of views.
Question 15	Given the nature of the project, will you waive the Workers Compensation requirements?
Answer	NO CHANGE - please see page 25, CONTRACTOR’S LIABILITY INSURANCE - GENERAL (FEB 2015).
Question 16	Can you waive the requirement of using GL form #CG20101185 and instead take a Business Owners liability form similar in nature?
Answer	NO CHANGE - please see page 25, CONTRACTOR’S LIABILITY INSURANCE - GENERAL (FEB 2015).
Question 17	Can you waive or make exemptions for the requirement of contractor’s insurance coverage being primary?
Answer	NO CHANGE - please see page 25, CONTRACTOR’S LIABILITY INSURANCE - GENERAL (FEB 2015).
Question 18	Given the nature of the work, will one million (\$1,000,000) dollars per occurrence aggregate be acceptable?
Answer	NO CHANGE - Please see page 25, CONTRACTOR’S LIABILITY INSURANCE - GENERAL (FEB 2015).
Question 19	Are you also requiring a Cyber Liability Policy?
Answer	Specific Cyber Liability Policy is not required, but all policies, clauses, and requirements in the solicitation must be met.
Question 20	According to the definition of 3rd party service from 34 CFR 668.2(b) of the Code of Federal Regulations, no part of this RFP or work performed under it would fall under these functions and therefore are not required to have an audit. Would FMU be willing to waive this requirement?
Answer	Please see page 19, Qualifications- Company Experience: The requirement for Financial Information is not necessary with the offeror’s submission; but may be requested by the Procurement Officer prior to award.

Question 21	On Page 10 you write “The product should provide an attractive, aesthetically pleasing campus map depicting an aerial of “birds-eye” views. The offered product may be a vector illustration or a “3D” illustration based on a realistic representation of aerial or other photography, and should be prepared with proprietary software, skills, and knowledge.” And then under PRODUCT REQUIREMENTS (same page) you write “Must be compatible with google mapping API, for automatic google map updates.” – Are you looking for an oblique perspective (angled birds-eye view) map of campus or a GoogleMaps Satellite Overhead perspective for the campus maps?
Answer	FMU wants a map where you can see the details of the campus in a way that’s aesthetically pleasing, but also is updated when Google updates.
Question 22	On Page 10 you write “Accessibility to connect with a user’s mobile location (when applicable) to assist in on-the-ground wayfinding.” Are wayfinding and turn-by-turn directions part of the requirement for the RFP? Should these paths/routes be depicted on the interactive map?
Answer	The paths/routes don’t have to be depicted on the interactive map, but users must be able to access the map from their mobile device and navigate to where they need to go (this can be done in Maps/Google Maps).
Question 23	On Page 10 you write “Product shall provide options for language translation.” – You are requesting translation of all map text correct? Are you able to specify the languages you will need?
Answer	Map text would need options to translate if necessary. Options must include Spanish, English, French, German.
Question 24	On Page 10 you write “Prefer product to be compatible with existing maps and artwork.” – Are you able to supply links to these existing maps and artwork?
Answer	No, the current map and artwork is proprietary to the incumbent vendor; we would like to see consistency in the map structure.
Question 25	On Page 10 you write “Web Content Accessibility Guidelines Compliant - In the event that WCAG Guidelines are updated, Offeror shall work with the University to update the Interactive Campus Map to meet WCAG guidelines at no additional cost to the University” – What version of WCAG do you expect the product to adhere to? 2.0, 2.1 or 2.2?
Answer	WCAG 2.2.

Vendor: _____

Authorized Signature: _____
 (Same signature as individual who signed cover page of the solicitation)

Date: _____

END OF AMENDMENT 1