

ADDENDUM

IMPORTANT DOCUMENT – INVITATION TO NEOTIATE ADDENDUM

ITN NUMBER: 2022-05MCSA

ITN TITLE: FACULTY INFORMATION SYSTEM

OPENING DATE & TIME: 10/18/2022 at 3:00PM (revised due date)

ADDENDUM NUMBER: 1

ADDENDUM DATE: 10/5/22

The purpose of this addendum is to answer questions asked during the open q/a period.

- Revise the due date to 10/18/22 at 3:00PM
- Answer questions asked during the q/a period.

PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM AND RETURN IT WITH YOUR OFFER. FAILURE TO SIGN AND RETURN WITH YOUR OFFER COULD RESULT IN REJECTION OF YOUR OFFER.

PROPOSERS SIGNATURE

PRINT OR TYPE PROPOSER'S NAME

COMPANY NAME

EMAIL ADDRESS

1. Vendor Question: We would like to request clarification on the term dates of the contract. With the RFP being due on 10/15, is it your intent to begin work a year later or is this the projected go live date. Based on our experience, most universities anticipate a 4–6-week evaluation period between RFP due date and contract award date. Please clarify.

UCF Answer: The ITN is due date has been extended to 10/18/22 at 3:00PM. The contract start date identified in section 2.21 of the ITN is incorrect. We anticipate the start date to be approximately December 2022. However, the actual start date will be finalized when/if award is made.

2. Vendor Question: The pricing for our solutions are based on student FTE (Full-time + 1/3 part-time) and faculty FTE (Full-time + 1/3 part-time) figures. Can you please provide us with the student and faculty FTE numbers for UCF?

UCF Answer: Academic Year 2021-2022

Fall Student enrolment:

60,075 Undergrad, 9,847 grad, 484 medical; 70,406 Total

Faculty FTE:

Faculty: 1,850

Post-Doctoral: 166

Adjunct: 700

Total: 2807

3. Vendor Question: UCF is an existing Watermark Client, and Watermark recommends leveraging that previous agreement as a contracting vehicle to streamline the procurement process. For example, in 2019 the UCF College of Medicine purchased a Watermark Product. Is that something UCF will honor for this purchase or will the parties need to negotiate a new governing agreement?

*UCF Answer: UCF will be utilizing our standard contractual agreement, which can be downloaded from the UCF Procurement Services website under “contracts”.
<https://procurement.ucf.edu/forms/>*