



Amendment 1

Solicitation Number: **USC-RFP-3620-CH**
Date Issued: **July 1, 2020**
Procurement Officer: **Caleisha Hayes**
Phone: **803-777-4115**
E-Mail Address: caleisha@mailbox.sc.edu
Mailing Address: **1600 Hampton Street; Ste 606
Columbia, SC 29208**

DESCRIPTION: Provide Medical & Accidental Insurance for UofSC Students, Faculty and Staff during UofSC-Approved Travel Abroad

USING GOVERNMENTAL UNIT: **UNIVERSITY OF SOUTH CAROLINA**

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
University of South Carolina – Purchasing Dept
1600 Hampton Street, Suite 606, Attention: Bid Clerks
Columbia SC 29208

PHYSICAL ADDRESS:
University of South Carolina – Purchasing Dept
1600 Hampton Street, Suite 606, Attention: Bid Clerks
Columbia SC 29208

Solicitation openings and closings will be limited to teleconference only: Telephone 800-753-1965/Access code 777 7162
SUBMIT OFFER BY (Opening Date/Time): Tuesday, July 7, 2020 at 11:00 AM (EST) (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: June 26, 2020 at 11:00 AM (EST) (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: 1 (One) Original Hard Copy;
3 (Three) USB Drives with Digital version of Technical Proposal;
1 (One) USB Drive with Digital version of Price Proposal; and
1 (One) USB Drive with Digital version of redacted Technical & Price proposal

CONFERENCE TYPE: Not Applicable

LOCATION: Not Applicable

DATE & TIME:

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

AWARD & AMENDMENTS

Award will be posted on **7/15/2020**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <http://purchasing.sc.edu>

You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of forty-five (45) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

DATE SIGNED

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

PRINTED NAME

(printed name of person signing above)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

☐ Sole Proprietorship ☐ Partnership ☐ Other _____
☐ Corporate entity (not tax-exempt) ☐ Corporation (tax-exempt) ☐ Government entity (federal, state, or local)

PAGE TWO
(Return Page Two with Your Offer)

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)
	<div style="display: flex; justify-content: space-between;"> Area Code - Number - Extension Facsimile </div>
	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)
____ Payment Address same as Home Office Address	____ Order Address same as Home Office Address
____ Payment Address same as Notice Address (check only one)	____ 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 - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** (11-35-1524(E)(4)&(6))

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

____ In-State Office Address same as Home Office Address
 ____ In-State Office Address same as Notice Address **(check only one)**

QUESTIONS FROM OFFERORS - AMENDMENT (JUN 2017) The solicitation is amended as provided herein. Information or changes resulting from questions will be shown in a question-and-answer format. All questions received have been reprinted below. The “state’s response” should be read without reference to the questions. The questions are included solely to provide a cross-reference to the potential offeror that submitted the question. Questions do not form a part of the contract; the “state’s response” does. Any restatement of part or all of an existing provision of the solicitation in an answer does not modify the original provision except as follows: underlined text is added to the original provision. Stricken text is deleted. [02-2A097-1]

THE FOLLOWING QUESTIONS WERE RECEIVED FROM VENDOR A:

1. Can the University please provide historical claims and premium experience for the last three years?

ANSWER: *The University has asked the incumbent for claims information, but has not received it at this time.*

2. Can the University please provide a list, or summary, of travel destinations?

ANSWER: *The following is a list of countries where we support recurring programming:*

Argentina, Aruba, Australia, Austria, Belgium, Bolivia, Brazil, Chile, China, Colombia, Costa Rica, Cuba, Cyprus, Czech Republic, Denmark, Dominican Republic, Ecuador, Egypt, Finland, France, Germany, Ghana, Hong Kong, Iceland, India, Ireland, Israel, Italy, Japan, Jordan, Kenya, Latvia, Macau, Madagascar, Mexico, Morocco, Nepal, Netherlands, New Zealand, Nicaragua, Norway, Panama, Peru, Portugal, Poland, Russia, Rwanda, Senegal, Singapore, South Africa, South Korea, Spain, Sweden, Swaziland, Switzerland, Taiwan, Tanzania, Thailand, Turkey, Uganda, United Arab Emirates, United Kingdom, Uruguay, Vietnam.

Students may visit other countries with less frequency for research or other study programs.

3. Can the University please provide the daily, weekly, or monthly rate charged to the travelers?

ANSWER: *The premium for students and faculty/staff traveling in support of study abroad programming has been \$29-\$30 per month for the last three years. The premium for faculty/staff who are traveling not in connection with study abroad has been \$15.75 per week.*

THE FOLLOWING QUESTIONS WERE RECEIVED FROM VENDOR B:

4. In order to provide appropriate and the most cost-effective pricing, additional travel information needs to be obtained. Please provide the details using best estimates:

ANSWER: *See below.*

Note: *Our application database does not track travel days as some others do. So, the estimates in the table were calculated with the following estimates based on our AY18-19 data. For the purpose of this estimate, we calculate the average semester experience as 150 days, the average*

Spring Break or Winter Break experience as 8 days, the average Maymester experience as 20 days, and the average summer experience as 30 days.

- *28 academic year travelers X 300 – 8,400 days*
- *200 fall semester travelers X 150 – 30,000 days*
- *221 spring break/winter break travelers X 8 – 1,768*
- *646 spring semester travelers X 150 – 96,900 days*
- *541 Maymester travelers X 20 – 10,820 days*
- *277 summer travelers X 30 – 8,310 days*
- *180 graduate students X 30 – 5,400 days*
- *Faculty/staff – 14 days*

TRAVEL DATA

Type of Traveler (students, faculty, staff, employees, alumni, etc)	# Of Travelers Annually	Average Travel Days Per Person	Annual Travel Days
Students	2093	77	161,598
Faculty/Staff	150	14	2,100
Do you want to include accompanying spouses, partners?	# Of Dependent Travelers Annually	Average Travel Days Per Dependent	Annual Travel Days
No	N/A	N/A	N/A
	Total Travelers		Total Travel Days
	2243		163,698

Note the number of travelers or approximate percentage of total travel for each that apply

International travel Inbound to the USA	International Travel Outbound from the USA	International Travel Outbound from non-US locations to non- US destinations	Domestic (USA) Travel 100 miles from home	Other, please explain
0%	99%	1%	0%	

Top five travel destinations

(note Zone A section below is also required for indemnified quotes)

1.	Italy
2.	Spain
3.	Costa Rica
4.	Germany
5.	France

EXPATRIATE INFORMATION

# of Expatriates	# of Expatriate Dependents	# of travel days per Expatriate*	Total Expat Days
0	0	N/A	N/A

CLAIMS HISTORY (3 years)

Claim History Evacuation, repatriation or repatriation of remains
<i>Please refer to Question #1.</i>
Claim History, Security
<i>Please refer to Question #1.</i>
Claim History, Medical Expenses
<i>Please refer to Question #1.</i>

*Loss run reports redacted of PHI or PMI can be provided in lieu of above

ZONE A COUNTRY LIST

Destination	# of travelers	Total # of days	# of expats*	# of expat deps
Afghanistan	0	0	N/A	N/A
Cabo Verde	0	0	N/A	N/A
Democratic Republic of the Congo	0	0	N/A	N/A
Equatorial Guinea	0	0	N/A	N/A
Gambia	0	0	N/A	N/A
Gaza Strip & West Bank (We do not support programming in Gaza or the West Bank, but some of our students would visit the West Bank for personal travel over the weekends when they are based in Jerusalem or Tel Aviv)	2*	10*	N/A	N/A
Guinea Conakry	0	0	N/A	N/A
Iran	0	0	N/A	N/A
Iraq	0	0	N/A	N/A
Israel	18	420	N/A	N/A
Ivory Coast	0	0	N/A	N/A
Lebanon	0	0	N/A	N/A

Libya	0	0	N/A	N/A
Mali	0	0	N/A	N/A
Nepal	3	90	N/A	N/A
Nigeria	1	30	N/A	N/A
North Korea	0	0	N/A	N/A
Russia- Dagestan and Chechnya only	0	0	N/A	N/A
Senegal	0	0	N/A	N/A
Somalia	0	0	N/A	N/A
South Sudan	0	0	N/A	N/A
Sudan	0	0	N/A	N/A
Syria	0	0	N/A	N/A
Ukraine	3	60	N/A	N/A
Yemen	0	0	N/A	N/A

(Please note: It is important to provide separate Zone A travel data for transient travelers vs. expatriates)

5. PHYSICAL MANUAL WORK - Do you have any programs that include activities that would fall under our definition for Physical Manual Work? If so, will you please declare the specific activities and approximate number of travelers and travel days associated with these activities?

Our definition is as follows: “Physical Manual Work: Any work involving physical labor such as but not limited to building, butchery, construction, farming, fishing, forestry, meat packing, mining, maintenance or involving the use of power tools or hazardous equipment such as explosives.”

ANSWER: No.

6. Hazardous & Winter Activities – UofSC has requested “coverage as any other condition for illness/injury/death as a result of participation in non-professional sports.”

Hazardous Activities and Sports: Bamboo Boat Rafting, Black Water Rafting, Bouldering, Bungee Jumping*(more than 2 jumps in all during Your Trip) Canyoning, Cave Tubing, Caving, Cycle Touring, Dog Sleighing, Hang Gliding, Horse Trekking, Ice Climbing, Flying in a Helicopter (as a passenger only) Jet Boating/Shotover Jet, Micro Lighting, Mountaineering (with ropes), Off-Road Mountain Biking, Potholing/Caving (as part of a group), Parachuting, Paragliding, Parapenting, Parasailing (behind a boat), Parapenting (behind a motorised vehicle), Polo, River Kayaking, Rock Climbing (with ropes), Sea Kayaking, Shark Cage Diving, Skydiving, Show-jumping, Spelunking or White Water Rafting (grade 4-5).

Winter Sports: Big Foot Skiing, Bobsleigh/Skeleton/Luge, Curling, Glacier Crossing/Hiking, Heli-skiing/Boarding, Ice skating (other than on an indoor rink), Kite Skiing, Mono Skiing, Skiing (including off piste with a guide), Ski Bobbing, Skiing Cross Country, Snow Blading (on piste only), Snowboarding (including off piste with a guide), Snow Kiting, Snow Mobiles/Skidoos, Snow Shoeing, Tobogganing.

- a) Are there any activities you would like to remove completely from the following listed exclusions?

ANSWER: *The University would like bicycle touring to be removed from the exclusion list, as that is occasionally on our faculty-led program itineraries and many of our students use bicycles in certain locations.*

- b) Are there any activities you would like to allow only if a “University-sponsored activity?” If so, please declare the approximate number of travelers and international travel days associated with each activity.

ANSWER: *Possibly white water rafting. Although our faculty-led program itineraries never include rafting in classes above III, the University’s concern is that the claims process would be delayed if needed to prove an injury occurred in a Class II or III.*

7. AGE LIMITATIONS – Our current language is as follows: “At the time of purchasing or extending this Policy and during the Coverage Period You must be under the age of 40 if you are a student or 81 if you are staff or faculty”

Please disclose approximate number of travelers’ travel days and days associated with students over 40 and faculty/staff over 81.

ANSWER: *Estimate we have less than 5 students over 40 annual and 2 faculty over 81.*

8. We understand that for the school year ending June 30, 2020, the University of South Carolina had a total of approximately 2,000 international travelers. Considering the recent and potential future travel changes and restrictions of COVID-19, what is the anticipated travel projection for the upcoming school year (August 10, 2020 through August 9, 2021)? Please provide an approximate percentage of normal travel that UofSC expects to take place (we just ask for your best estimate).

ANSWER: *The University hopes to be able to support limited spring and summer travel. An estimate would be 1000 travelers probably in fewer locations than we generally support. This would be 50% of our usual capacity. While we have already cancelled fall travel, that is always our least busy semester for student travel, so that does not have a large impact on our annual number.*

9. Please provide additional information about tele-psychiatric support. Are you seeking psychiatrists who can prescribe medication versus standard mental health counseling sessions?

ANSWER: *Mental health counseling sessions would be sufficient.*

10. The RFP explains that the program is to include security assistance including location briefs, itinerary reviews, and emergency notifications for enrollees. Is UofSC seeking only emergency notifications or is it seeking a full traveler tracking solution?

ANSWER: *Currently we largely have an emergency only notification product that also includes itinerary reviews. The University is open to other options and would consider a more comprehensive solution if available.*

11. It is understood that UofSC's current Medical and Accidental Insurance program carries a renewal date of August 10, 2020. Most programs of this nature include a requirement to provide advance notice of cancellation to the vendor. If UofSC chooses to partner with a new vendor effective August 10, 2020, is the institution able to terminate its current program/policy?

ANSWER: *The current contract had a maximum 5-year contract term which expires on August 10, 2020.*

***** END OF AMENDMENT *****