



## AMENDMENT TO SOLICITATION

### Amendment No. 1

**DATE:** October 30, 2018  
**TO:** ALL VENDORS  
**FROM:** Leann DeLoach, Procurement Specialist  
**SOLICITATION:** USC-RFP-3382-LD  
**DESCRIPTION:** Provide Mobile Based Work Scheduling and Attendance Application for Columbia Campus-Housing Department

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Amendment No. 1 modifies this Request for Proposals only in the manner and to the extent as stated herein.

### Question & Answers

1. Can companies from outside of the USA apply for this?  
**Yes, as long as they are able to provide the product, services, and support outlined in the solicitation.**
2. Do companies need to come over from outside of the USA for meetings?  
**No, but they must be able to provide services or meet with university staff via media such as Skype, Zoom, or WEBEX during eastern time work hours.**
3. Can task related to the RFP be performed from outside of the USA?  
**That would depend on the quality of the product, services, and support provided by the vendor.**
4. In the RFP-there are a couple different specs listed which outline user count. What is the scope of this project? 700 users (seats), 800 seats, or another amount?  
**700 unique individual user accounts with access to the platform**
5. Is there a formal technology / security review as part of this process?  
**Yes. All third party services are subject to audits, technical reviews, and IT review to protect the university and users.**
6. A potential payroll integration is listed in the RFP requirements- What is the University's payroll system? What are the specific data points needed to transfer from my company to the University's payroll? Are there any other tools in the University's existing tech environment today that the team would look to integrate to?  
**The University is currently transitioning from ITAMS to PeopleSoft. We would need at the very least a program report that would populate a table that could be uploaded into Peoplesoft. That is the only one that we would need to integrate with.**

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Bidder shall acknowledge receipt of Amendment No. 1 in the space provided below and return it with their bid response. Failure to do so may delay award of contract.

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Authorized Signature

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Name of Offeror

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Date