DATE: February 6, 2013
TO: All Prospective Proposers
FROM: Sharon Quinn
RE: UMBC’s Student Financial Gateway – BC-20862Q ADDENDUM # 1

The following amends the above referenced RFP documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Technical Proposal you return to the University.

The due date and time for the Technical Proposals to be submitted to the University remains as TUESDAY, FEBRUARY 12, 2013 by 2:00 p.m. to the issuing office.

The following questions have been submitted to the University for a response:

1. QUESTION: 1.23 Payment: Will UMBC be willing to provide payments quarterly?
   ANSWER: Yes.

2. QUESTION: Will UMBC provide the number of payments anticipated annually?
   ANSWER: Yes.

3. QUESTION: On page 11, item 1.2 Online Payment and Bill Presentation, can you please describe the functionality you are referring to with regard to departmental deposits?
   ANSWER: The vendor solution must accommodate student tuition and fee payments (that flow through Student Financials to the GL), campus receipts (departmental deposits) that interface directly to the general ledger (i.e. bookstore sales, facility rentals, summer camp fees), and invoice payments and other external entities sales and receipts that interface to the general ledger (i.e. athletic apparel, ticket sales, pre-paid deposits).
4. QUESTION: On page 11, item 1.2, could you also clarify what you mean by “third party payors (no authentication)”? What types of payments would these payors be entering (e.g. payments to student accounts)?

ANSWER: The vendor must provide the functionality to allow designated users (parents/relatives, employers, private scholarship donors) to pay student tuition without requiring authentication through the university portal.

5. QUESTION: On page 12, item 4. Upload, print, and mail paper statements..., do you wish the selected vendor to mail paper statements on your behalf, or do you simply want the selected solution to provide the functionality to allow UMBC to print and mail paper statements?

ANSWER: The vendor, at a minimum, must provide an automated solution to select distinct student populations from a larger electronic billing file for the university to print and mail.

Desired functionality - The vendor (at UMBC option) can print and mail selected bills on behalf of the university.

6. QUESTION: On page 14, item 13. The Contractor shall provide written procedures to accept automatic direct deposit payments..., to whom will these procedures be provided? Does this refer to procedures for UMBC or procedures for students?

ANSWER: The vendor must provide the option and instructions for students/designated payors to schedule automatic ACH or credit card payments on their student accounts.

7. QUESTION: On page 16, item 34o, what do you mean by “Credit card updates”?

ANSWER: The vendor must provide the ability for the cardholder to update stored credit card information (card type and number, expiration date).

Enclosure: Acknowledgement of Receipt of Addenda Form

Cc: Procurement File

END OF ADDENDUM #1 DATED 02/06/13
This addendum was posted on the University’s eBid Board and eMaryland Market on 02/06/123 (Original with enclosures were not mailed)
RFP NO.: BC-20862-Q

TECHNICAL PROPOSALS
DUE DATE: TUESDAY, FEBRUARY 12, 2013 AT 2:00 P.M.

BID FOR: UMBC'S STUDENT FINANCIAL GATEWAY

NAME OF PROPOSER: ____________________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 ______ dated 02/06/13
Addendum No. ________ dated ________
Addendum No. ________ dated ________
Addendum No. ________ dated ________
Addendum No. ________ dated ________

As stated in this Addendum, this form is to be returned within your Technical Proposal.

__________________________
Signature

__________________________
Printed Name

__________________________
Title

__________________________
Date

END OF FORM