Scope of Work

I.   Scope of Solicitation
II.   Instructions to Offerors
III.   Scope of Work / Specifications
IV.   Terms and Conditions - Special
V.   Appendices to Scope of Work
VI.   Bidding Schedule

I. SCOPE OF SOLICITATION

Clemson Computing and Information Technology (CCIT) desires to establish a fixed price contract with a Banner Technical Architect, Luminis Developer, and Technical Developer, to provide leadership and programming needs as related to the student system implementation of Banner's ERP system at Clemson University. These needs include specifically but are not limited the ERP's Student, Admissions, Financial Aid, Accounts Receivables modules and additional components Degree Works, and Luminis

This is a fixed price bid, and an award will be made to multiple offerors. Award will be made to all responsive and responsible offerors. Offeror's not responding to the initial solicitation, may be added to the awarded vendors' list provided the vendor furnishes evidence of responsibility and responsiveness to Clemson University's original fixed price bid as authorized by the solicitation.

The effective date of this contract is the first day of the Maximum Contract Period as specified on the final statement of award. For bids where award statement is not required, the effective date of the contract will be the issue date on the Purchase Order.

The initial term of this agreement is one (1) year from the effective date as stated on the award document. At the end of the initial term, and at the end of each renewal term, this contract shall automatically renew for a period of one year, unless contractor receives notice that the University elects not to renew the contract at least thirty (30) days prior to the date of renewal. Said renewals may be less than, but will not exceed, two (2) additional one year periods Regardless, this contract expires no later than the last date stated on the final statement of award.

This contract is open for bidding until the original three year term of the contract expires. Regardless of when additional bids are received and awards made, all contracts awarded under this solicitation will terminate on the maximum expiration date stated on the final statement of award.

The failure of a specific bidder to receive business, once it has been added to the awarded vendors' list, shall not be grounds for a contract controversy under section 11-35-4230.

II. INSTRUCTIONS TO OFFERORS

1. INFORMATION FOR OFFERORS TO SUBMIT - In addition to information requested elsewhere in this solicitation, Offerors should submit the following information for purposes of evaluation:

    - All Offerors must complete, and re-attach Section VI, Bidding Schedule to online bid document.
    - Contractor must provide references for previous implementations.

III. SCOPE OF WORK / SPECIFICATIONS

Lot A - Technical Architect & Luminis Developer

The successful bidders must perform the following work as needed:
- Lead designing and guide development of custom interfaces
- Assist in design and development of processes for data conversion
- Design and Develop Custom Admission Index Calculation Process
- Design and develop standard reporting needs
- Based on Banner knowledge identify baseline or custom solutions quickly to help escalate and facilitate discussions for best practice and where needed custom solutions
- Assist in developing processes to migrate data from Banner database to a data warehouse
- Provide technical expertise on migrating 20+ years of historical data from SIS legacy to the Banner database
- Mentor and train technical staff throughout the Banner implementation
- Serve as a technical architect liaison to the integration team's to ensure all applications or systems required to interface with the Banner ERP system are fully supported and properly integrated
- Assist in developing interfaces to be used in provisioning through the campus active directory/LDAP configuration
- Provide leadership for integration for learning management systems such as blackboard and moodle
- Assist in the installation of Luminis, provide best practices for channel and portlet development

Lot B – Technical Developer
- Design and develop standard reporting needs
- Based on Banner knowledge identify baseline or custom solutions quickly to help escalate and facilitate discussions for best practice and where needed custom solutions
- Assist in developing interfaces from Banner to several external components

The intent of this contract is to ensure that any assistance needed from a technical aspect for the implementation of Banner and all external products implemented will be fulfilled; this will cover any maintenance needed in the 3 years of the project.

It will be the Contractor's responsibility to carry liability insurance (including malpractice insurance, if warranted) relative to any service that [he or she] performs for the Clemson University.

IV. TERMS AND CONDITIONS – SPECIAL

Lot A – Technical Architect & Luminis Developer
Contractor Qualifications
- Contractor must have participated on at least 4 previous implementations
- Contractor must have 6-10 years of experience in Banner with at least 3 years in leading a technical team
- Contractor must have experience in building configured instance
- Contract must be experienced in building and implementing Banner security policies
- Contractor must have previously mentored and trained Banner technical teams and developed data standards
- Contractor must have previously participated in creating development standards and processes
- Contractor must be an expert in SQL, PL/SQL, Java, HTML, XML, proficient in working on UNIX/LINUX OS
- Contractor must have experience in developing Banner Forms
- Contractor must have functional knowledge of all Banner Student modules, and Web Tailor as it relates to Banner Self Service pages
- Contractor must have experience in shell scripting
- Contractor must have experience in UC4 process design and migrating
- Contractor must have developed on the Oracle 11g platform
- Contractor must have experience sungard Luminis product including but not limited to, Installation and Configuration, Single Sign-on development including CPIP, GCF, CAS, LDAP, Channel development including JSR 168/286 portlets and Banner integrated channel development, Event Message broker development and configuration, and Luminis 5 (Liferay portal) installation/configuration
- Contractor must have worked within a Tomcat web server environment and performed installation/configuration/tuning.
- Contractor must have experience in JAVA development including (Beans, JSP, Servlets, Webservices, Security) and JAVA Script API web development (JQUERY, YUI) using XML, JSON, or ATOM
- Contractor must have the following certifications: microsoft solutions developer, sql server dba, msce mcse, mcdba, mcsd
- Contractor must provide references for previous implementations

Lot B – Technical Developer
Contractor Qualifications:
- Contractor must have participated on at least 2 previous implementation
- Contractor must have 3-5 years of experience in Banner with at least 3 years in leading a technical team
- Contractor must have experience in building configured instance
- Contractor must have developed on the Oracle 11g platform
- Contractor must have previously participated in creating development standards and processes
- Contractor must be an expert in SQL, PL/SQL, Java, HTML, XML, proficient in working on UNIX/LINUX OS
- Contractor must have experience in developing Banner Forms

Labor Provisions
- Hours - All labor rates quoted are considered standard time and shall be charged for the hours worked.
- Travel time and lodging for personnel shall not be billed to Clemson. For those positions that are on-site, only actual hours on site will be billable time and the responsibility of Clemson University.
- The Luminis Developer and the Technical Developer positions include an on-site and remote hourly rate option. "On-site" for these positions in Section VI, Bidding Schedule, mean that the Contractor must perform all work on-site at Clemson University. "Remote" for these positions means that Contractor may perform work from a remote location. Clemson University may hire a Luminis Developer and/or a

Technical Developer that could work a combination of on-site and remote. If this is the case, Clemson University will be billed at the appropriate hourly rates. However, bid pricing (hourly rate) must be all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract whether on-site or remote. The Technical Architect position refers to "on-site" in Section VI, Bidding Schedule. Although most of the work for this position will be performed on-site at Clemson University, there may be some work to be completed from a remote location. Whether on-site or remote, hourly rates associated with the Technical Architect position will be fixed either/or. However, bid pricing (hourly rate) must be all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract whether on-site or remote.

Assignment
- The Contractor must not assign the whole or any part of this Agreement without the advance written approval of the Owner. Any assignment will be subject to all terms and conditions of the Contract between the Owner and the Contractor.

Background Checks
- Suppliers will run a background check for all W2 employees to include a 7 year criminal background check and a credit check. Other requests may be required by Clemson University that include, but are not limited to, drug screen, education verification, Office of Foreign Asset Control (OFAC) compliance, professional reference checks or certification verification. Background checks are on a per job request, any request must be completed prior to candidate start date.

V. APPENDICS TO SCOPE OF WORK

Not Applicable

VI. BIDDING SCHEDULE

Bid #22771876

<u>Bidding Schedule</u>

Vendor Name:_____ Fax #:_____

Contact Person:_____ Telephone #:_____

Delivery Time:_____ FEIN #:_____

PLEASE INDICATE WHETHER YOU COLLECT S.C. SALES TAX. _____ YES _____ NO

The reference price listed for all items below is the Maximum Price that Clemson University will pay for the services listed. Bidders must bid at or offer a better price than the prices listed.

Lot A – Technical Architect and Luminis Developer

Item	Qty	U/M	Description	Maximum Price	Bid Price
1	1	HR	Technical Architect on site Hourly Rate per laborer (Standard Hours as defined in Section IV above) that is all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract	$140	
2	1	HR	Remote Luminis developer Hourly Rate per laborer (Standard Hours as defined in Section IV above) that is all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract	$70	
3	1	HR	Luminis Developer on site Hourly Rate per laborer (Standard Hours as defined in Section IV above) that is all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract	$95	

Lot B – Technical Developer

Item	Qty	U/M	Description	Maximum Price	Bid Price
1	1	HR	Technical Developer on site Hourly Rate per laborer (Standard Hours as defined in Section IV above) that is all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract	$95	
2	1	HR	Remote Technical Developer Hourly Rate per laborer (Standard Hours as defined in Section IV above) that is all inclusive of costs (travel, meals, lodging, equipment, tools, all expenses, etc…) to perform work pursuant to this contract	$75	