

INTENT TO SOLE SOURCE

The Medical University Of South Carolina (MUSC) Department of Education and Student Life in accordance with §11-35-1560 (A) of the SC Consolidated Procurement Code, is announcing the intent to award to Club Automation LLC as a sole source, without competition, for a period of five years a contract for membership/club manager software. The awarded amount is \$141,000.

MUSC's Department of Education and Student Life requires a software system that is compatible under S.C. State's credit card processor contract with First Data. In accordance with the SunTrust/First Data merchant service provider contract for the State of South Carolina, the software solution must offer a credit card processing platform that is found on SunTrust/First Data's approved certified vendor list. Under SC State contract, SunTrust /First Data must be the merchant service provider for credit card processing; therefore, the software must offer a compatible platform to transmit this data. The software provider must allow the option to process credit card payments using the South Carolina state contract and bank discount fee pricing.

MUSC requires the software application be entirely web-based. The software application must also meet MUSC's Information Technology Security requirements to (i) offer P2P encryption and (ii) be fully PCI compliant. The selected vendor must also ensure that the AWS is the only location where MUSC data will be stored. Club Automation is the only vendor identified that met all of these requirements.

PROTESTS (MAY 2019)

If you are aggrieved in connection with the solicitation or award of the contract, you may be entitled to protest, but only as provided in Section 11-35-4210. To protest a solicitation, you must submit a protest within fifteen days of the date the applicable solicitation document is issued. To protest an award, you must (i) submit notice of your intent to protest within five business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided.

Any protest or notice of intent to protest must be addressed to the Chief Procurement Officer, Information Technology Management Office, and submitted in writing (a) by email to: protest-itmo@itmo.sc.gov or (b) by post or delivery to: 1201 Main Street, Suite 600, Columbia, SC 29201

This notice of intent is not a request for competitive proposals. Any responsible sources who wish to identify their interest and capability to provide these items must notify the Procurement Officer, Gerald McKee, via email at mckeeg@musc.edu, no later than April 17 2020 , (12:00 am EST). Telephone responses will not be accepted. Upon receipt of the interested parties' notification, the Procurement Officer will determine whether to conduct a competitive procurement or proceed with sole source negotiations.