



UNIVERSITY OF BALTIMORE

Office of Procurement

DATE: September 18, 2024

TO: All Prospective Proposers

FROM: Stacey Brooks Hattie Crosby
Contract Specialist and Associate Director
sbrooks@ubalt.edu hcrosby@ubalt.edu

RE: **ADDENDUM #2**
NAME OF PROJECT: STUDENT ORGANIZATION SOFTWARE
SOLICITATION: UB-25-BK-01

The following amends the above referenced solicitation documents and is issued as Addendum #2 dated 9/18/2024. The due date and time for the **Technical Proposal** remains **Tuesday, September 24, 2024 on or before 10:00 AM EST**. Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda Form” and including it with your Technical Proposal.

Modification to the Solicitation:

1. Enclosed with this Addendum #2 are the questions received electronically and the University’s responses.

END OF ADDENDUM #2 DATED 9/18/2024

Enclosed: Questions and UBalt Responses
Acknowledgement of Receipt Addenda Form

Questions & UBalt Responses

Q No.	Adden. No.	Question	UBALT Response
1.	1	Which payment gateway does the University of Baltimore currently use?	The university does not currently utilize a public-facing payment gateway. Cashnet is used for student account payments, but is not used for any other payments.
2.	1	Which LMS does the University of Baltimore currently use?	The current LMS the University of Baltimore uses is Canvas.
3.	1	What is the desired number of platform users including faculty and staff? Given the 2023 enrollment numbers stated on the RFP, what is the final desired user count that will include faculty staff and students? Furthermore, would the University of Baltimore be interested in different options/platform features delivering differentiated unique experiences for your graduate and undergraduate student bodies?	<p>The campus-wide instance of our current software currently has 7889 active users including students, faculty, staff and recent alumni; the law instance has approximately 900 students, faculty and staff. We anticipate similar user numbers going forward.</p> <p>As detailed in the RFP, we are interested in differentiated experiences for law students and law student organizations. Currently two instances of the software are utilized to accomplish this with law students having access to both instances while other students only have access to one instance. We are open to single or dual-instance solutions that can provide appropriate user experience and administrator controls. Further differentiation of experience for undergraduate versus non-law graduate students is not something we are seeking at this time.</p>

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

FOR: ADDENDUM 2 to RFP UB-25-BK-01, STUDENT ORGANIZATION SOFTWARE

TECHNICAL PROPOSAL DUE DATE: Tuesday, September 24, 2024 at 10:00 AM EDT

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. 1 dated 9-12-2024

Addendum No. 2 dated 9-18-2024

Addendum No. dated

Addendum No. dated

Addendum No. dated

As stated in the Solicitation/RFP documents, this form is included in our Proposal.

Signature

Name Printed

Title

Date