



**Beaufort County School District**

**Addendum 1**

Solicitation Number: 21-014  
Date Printed: September 3, 2020  
Date Issued: October 26, 2020  
Procurement Officer: Kaylee Yinger, CPPB  
Phone: 843-322-2349  
Email: [Kaylee.Yinger@beaufort.k12.sc.us](mailto:Kaylee.Yinger@beaufort.k12.sc.us)

**Request for Proposals**

DESCRIPTION: **Fire Damper Inspections and Repairs**  
SUBMIT OFFER BY (Opening Date & Time): **October 30, 2020; 2:00 PM EDST**  
QUESTIONS MUST BE RECEIVED BY: **October 23, 2020**  
NUMBER OF COPIES TO BE SUBMITTED: **Five (5) Original Signed Copies and One (1) Redacted Version on CD**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:  
Beaufort County School District  
Procurement Office  
P.O. Drawer 309  
Beaufort, SC 29901-0309

PHYSICAL ADDRESS:  
Beaufort County School District  
Procurement Office  
2900 Mink Point Blvd  
Beaufort, SC 29902

**AWARDS & AMENDMENTS:**

Award will be posted at the Physical Address stated above on or after October 30, 2020. The award, this solicitation, and any amendments will be posted at the following web address: [www.beaufort.k12.sc.us](http://www.beaufort.k12.sc.us)

You must submit a signed copy of this form with Your Offer. By submitting a proposal or bid, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of ninety (90) calendar days after the Opening Date.

NAME OF OFFEROR: \_\_\_\_\_ (Full legal name of business submitting the offer) ENTITY TYPE: \_\_\_\_\_

\_\_\_\_\_  
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

\_\_\_\_\_  
PRINTED NAME TITLE

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. An offer may be submitted by only one legal entity. The entity named as the Offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

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<b>HOME OFFICE ADDRESS</b> (Address for Offeror's home office/ Principal place of business):	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent):
<b>PHONE NUMBER:</b>	
<b>EMAIL ADDRESS:</b>	

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent):	<b>ORDER ADDRESS</b> (Address to which all purchase orders will be sent):
<input type="checkbox"/> Payment Address Same as Home Office Address	<input type="checkbox"/> Payment Address Same as Home Office Address
<input type="checkbox"/> Payment Address Same as Home Notice Address (check one only)	<input type="checkbox"/> Payment Address Same as Notice Address (check one only)

<b>ACKNOWLEDGEMENT OF AMENDMENTS:</b>	<u>Amendment Number</u>	<u>Amendment Issue Date</u>
Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue.		

<b>MINORITY PARTICIPATION-</b> Are you a Minority Business Enterprise: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please include a copy of your certification.
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## Questions and Answers:

1. Item F. in the Scope of Work/Specifications discusses installing access doors, when needed, during the inspection. Given that the awarded contractor does not know how many access doors may need to be installed, can the bidders provide unit prices for access doors (labor and material) along with the damper unit rate — possibly for different size access doors; 8"x8" Cam-Lock Doors, 12"x12" Cam-Lock Doors, 8" Round Sandwich Doors, and 12" Round Sandwich Doors? **This work will be handled on a Time and Material basis. Receipts for material will be turned in. Labor costs shall be included in the proposal. Current contract states damper sizes, but I believe the above suggestion to include the markup % on materials would be more flexible.**
2. Item G. in the Scope of Work/Specifications requires the awarded contractor to collect the "Damper Specifications". To clarify, damper specifications means Damper Make and Model only, not serial number, dimensions, or any other information, correct?  
It is not uncommon that the sticker on a damper that lists the Damper Make and Model falls off over time. In those cases, would the awarded contractor mark "Damper Specifications – Unknown"? **Information shall include dimensions and type of damper in all locations. Make, model, serial number should be supplied where the information is available.**
3. Item G. in the Scope of Work/Specifications requires floor plans in PDF format show damper locations. To verify, those floor plans are to be like drawings that would be prepared in AutoCAD (although returned in PDF), not hand-written markings on the drawings, correct? **We have accepted both in the past and either is sufficient.**