



Beaufort County School District

Addendum1

Solicitation Number: 24-022
Date Printed: April 22, 2024
Date Issued: May 16, 2024
Procurement: Kaylee Yinger, NIGP CPP, CPPB
Phone: 843-322-2349
Email: Kaylee.Yinger@beaufort.k12.sc.us

Request for Proposals (RFP)

DESCRIPTION: **Custodial Services**

SUBMIT OFFER BY (Opening Date & Time): **May 31, 2024, 4:00 PM EST**

QUESTIONS MUST BE RECEIVED BY: **May 20, 2024**

NUMBER OF COPIES TO BE SUBMITTED: **Six (6) Original Signed Copies
Two (2) CD versions - One (1) Redacted**

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

CONFERENCE TYPE: Pre-Proposal	LOCATION: District Office
Conference / Site Visits	2900 Mink Point Blvd
DATE & TIME: May 9th (Northern County) @ 9:30 AM	Beaufort, SC 29902
May 10th (Southern County) @ 9:30 AM	

AWARDS & AMENDMENTS:

Award will be posted at the Physical Address stated above on or after June 1, 2024. The award, this solicitation, and any amendments will be posted at the following web address: <http://beaufortschools.net>.

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.

PAGE TWO
(Return Page Two with Your Offer)

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

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

<input type="checkbox"/> Payment Address Same as Notice Address
(check one only) |
|--|---|

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

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

Questions & Answers:

1. We will present other questions prior to the May 20th due date, however the RFP I believe states we can submit up to 5 days prior to due date section 2.0.21, which is it? **Per section 2.0.21 questions may be submitted no later than five (5) days prior to opening unless an earlier date is stated on the cover page. May 20, 2024, is the question deadline date listed on the cover page.**
2. When will questions be answered and posted by BCSD? **Questions will be answered in a reasonable amount of time and posted as received by prospective bidders.**
3. In section 3.6.3, C, please confirm this means one (1) overarching custodial program manager and six (6) Area Managers, in total 7 management positions for the entire program. **One (1) designated individual who oversees working with District Operations only and a different designated individual per awarded group to manage the school custodial staff in the assigned group.**
4. If there should be multiple areas awarded to multiple contractors, will there be separate office space available for each awarded contractor?
Office space will be provided, location will be determined based on awarded group at a later date.

A spreadsheet and PDF file of flooring types for each location has been added to the documents.