



**Beaufort County School District**

Addendum 2

Solicitation Number: 21-027  
Date Printed: February 11, 2021  
Date Issued: February 22, 2021  
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: **District & School Website Publishing & Hosting Solution**  
SUBMIT OFFER BY (Opening Date & Time): **March 23, 2021 @ 2:00 PM EST**  
QUESTIONS MUST BE RECEIVED BY: **March 16, 2021 By 5:00 PM EST**  
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 March 23, 2021. 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.

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**(Return Page Two with Your Offer)**

<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 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)

<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) For the parent guardian password protected portal, is that something the District has that you wish to embed on the websites? Or are you wanting the vendor to create one for the district? **We need the vendor to create that.**
  - 1.1) If you want the vendor to create one, what are you desiring to be “within” the portal? **We would want the same functionality as for regular webpages, but this would be a place where documents and/or online forms could live and be uploaded that are proprietary to parents/guardians/students and not have to take up space on the public-facing webpages.**
- 2) The “Groups” requirements, what specific types of groups are you referring to? Staff members? Students? Any clarification would be welcome. **Ability to create, import or identify groups of people by position or role for locating, permitting access, and potentially editing on the site. For example; Teachers, Administrators, Web Editors, Students, etc.**
- 3) In your request you state that the response must be divided into two parts, the technical proposal and the business proposal. Can you clarify what should be included in each? **Your Technical Proposal response should include your solution and implementation for BCSD. Your Business Proposal should include your firm’s pricing/costs.**