



Beaufort County School District

Addendum 2

Solicitation Number: 20-008
Date Printed: August 15, 2019
Date Issued: August 29, 2019
Procurement Officer: Kaylee Yinger
Phone: 843-322-2349
Email: Kaylee.yinger@beaufort.k12.sc.us

Invitation for Bid

DESCRIPTION: **Temporary Information Technology (IT) Professional Services**
SUBMIT OFFER BY (Opening Date & Time): **September 6, 2019; 2:00 PM**
QUESTIONS MUST BE RECEIVED BY: **August 30, 2019**
NUMBER OF COPIES TO BE SUBMITTED: **One (1) Original Signed Copy and One (1) Electronic Copy - 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:

LOCATION:

DATE & TIME:

AWARDS & AMENDMENTS:

Award will be posted at the Physical Address stated above on or after September 6, 2019. 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.

Questions and Answers

1. What is the weightage distribution, for meeting the requirements, under the Evaluation Criteria?
[Please see section 8.0 of the solicitation.](#)
2. Do we need to provide a Key Personnel resume?
[Resumes are required under section 3.0.3 of available personnel.](#)
3. As per the RFP, we need to include salient information and documents in our offer. What must be the best suited structure of the response?
[Please see section 4.0 of the solicitation.](#)
4. What is the budget allocated for this solicitation?
[There is no pre-determined budget.](#)
5. Do we need to provide sample resumes in our response? If so, how many?
[Resumes are required under section 3.0.3 of available personnel.](#)
6. Do we need to provide the certifications stated in the RFP, or simply warrant our acknowledgment towards them?
[Please provide any and all relevant certifications.](#)
7. As it is a multiple award, does the School District has any number of vendors in mind to be awarded under this contract vehicle?
[The number of awarded vendors will be determined based on the quantity of responsible and responsive proposals.](#)
8. Can you please let us know, if there is any weightage allocated to technical and pricing sections?
[Please see section 6.0.1 of the solicitation.](#)
9. Is there any incumbent currently providing the services? If yes, please can you provide us the details?
[No.](#)
10. We are a W/MBE certified company but not with the State of South Carolina? Can you please confirm, do we need to have South Carolina W/MBE certificate in place at the time of bid submittal?
[You are not required to become certified in South Carolina.](#)
11. Is it required to have business license/ local preference?
[Yes, you are required to have a business license to work for BCSD as a vendor. We do not have local preference.](#)
12. What is the estimated budget for this RFP? If unknown, please provide the previous spending.
[There is no pre-determined budget.](#)
13. How many temporaries are currently working under this contract?
[There is currently not a contract in place for these services.](#)
14. Is it mandatory to utilize M/WBE certified subcontractor for this contract? If yes, does BCSD has set any participation goal for this?
[It is not mandatory to utilize M/WBE certified contractors.](#)
15. If the vendor does not have any plan to utilize M/WBE certified subcontractor, then do they need to submit Business Enterprise Utilization Report with the Response.
[Yes, it is part of the Statement of Intent.](#)

16. Does the BCSD require vendor's markup percentage in response?
No.
17. It is our understanding that the rates given by the BCSD in EXHIBIT C are the hourly pay rates that candidates will get?
Exhibit C list the pre-set maximum fixed price.
18. How the vendor proposes their markup percentage over the hourly pay rate?
The hourly rate listed is the pre-set maximum fixed price. The vendor can list a percent discount from those prices if a discount is offered or available.
19. It is our understanding that the BCSD does not require resumes of the candidates with the proposal? Is it correct?
Resumes are required under section 3.0.3 of available personnel.
20. Concerning Travel & Expenses. What is the travel situation i.e. frequency, specific to any roles, etc.?
The travel is dependent up the job at the time of service.
21. Are we allowed to give prices by category versus an overall discount?
Yes, but the pre-set maximum fixed prices are listed on Exhibit C.