



**Beaufort County School District**

**Addendum 1**

Solicitation Number: 22-002  
Date Printed: July 13, 2021  
Date Issued: July 13, 2021  
Procurement Officer: Kaylee Yinger  
Phone: 843-322-2349  
Email: [Kaylee.Yinger@beaufort.k12.sc.us](mailto:Kaylee.Yinger@beaufort.k12.sc.us)

**Request for Qualifications (RFQ)**

DESCRIPTION: **Professional Design Services – Renovation & Modification Projects  
FY 2023-2024**

SUBMIT OFFER BY (Opening Date & Time): **August 10, 2021 @ 4:00 PM**

QUESTIONS MUST BE RECEIVED BY: **August 3, 2021**

NUMBER OF COPIES TO BE SUBMITTED: **Six (6) Original Signed Copies**

**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 **August 10, 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 bid or proposal, 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)**

<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):          <input type="checkbox"/> Payment Address Same as Home Office Address <input type="checkbox"/> Payment Address Same as Home Notice Address (check one only)	<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 Notice Address (check one only)
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<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. Highlighted at the end of 4.0, the solicitation says that a current SF330 shall be included. Can you confirm that you only want the SF330 Part II, not Parts I and II?  
**Provide parts I & II**
2. In section 4.0.4.A, it references design services for a gymnasium. Is this actually relevant to this solicitation?  
**In Section 4.0.4 item a) remove “(gymnasium)”.**
3. We saw on page 18 of the solicitation under “Project Team Performance, Past and Current”, that there is a request for design services from gymnasium projects for this section? Is this correct? Our impression is that the solicitation is for projects needing completion under you capital improvements lists, not strictly gymnasium work.  
**In Section 4.0.4 item a) remove “(gymnasium)”.**
4. Also, could you tell me if there is a page limit to this response?  
**No page limit.**
5. 4.0.5 e) requires “Qualifications of key consultants identified in the **Official Proposal Form**” [Emphasis mine]. Will you please identify which part of the RFQ is considered the “Official Proposal Form,” or otherwise identify where we can obtain this form?  
**This is not an actual form. Please list this information in your official proposal.**