

	Fort Mill School District	Solicitation Number: #19-032 Date Issued: May 6, 2020 Procurement Specialist: Angela Queen Phone: (803) 548-8430 E-Mail Address: queena@fortmillschools.org Mailing Address: 2233 Deerfield Drive Fort Mill, SC 29715
	Addendum #1	

DESCRIPTION: Athletic Turf Management - RFP

Submit your offer on-line at the following web address:
<http://www.fortmillschools.org/departments/procurement/> , under “Current Bids and RFP’s”

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS: Due to the Coronavirus, our entire District is closed. No mail, UPS, or FedEx packages are being delivered on a timely basis. You MUST submit online.	PHYSICAL ADDRESS: Due to the Coronavirus, our entire District is closed. There is no one at the front desk to take packages, mail, or visitors w/ packages. You MUST submit online.
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SUBMIT OFFER BY: **May 13, 2020 at 10 am – bid opening will be conducted via video recording and posted to https://www.fortmillschools.org/departments/procurement/bid_openings**

QUESTIONS MUST BE RECEIVED BY: **May 4, 2020 at 2 pm** (See “Questions From Offerors” provision)

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

CONFERENCE TYPE: Non-Mandatory DATE & TIME: By Appointment ONLY -no later than May 8, 2020	LOCATION: Please call Jay Taylor, Director of Maintenance, at 803-230-9228.
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AWARD & AMENDMENTS	Award will be posted on or around May 28, 2020 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.fortmillschools.org/departments/procurement/
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You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

NAME OF OFFEROR <small>(full legal name of business submitting the offer)</small>		Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.
AUTHORIZED SIGNATURE <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small>		TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>
TITLE <small>(business title of person signing above)</small>		
PRINTED NAME <small>(printed name of person signing above)</small>	DATE SIGNED	STATE OF INCORPORATION <small>(If you are a corporation, identify the state of incorporation.)</small>

OFFEROR'S TYPE OF ENTITY: (Check one) <small>(See "Signing Your Offer" provision.)</small>		
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____
<input type="checkbox"/> Co rporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

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.) (See "Notice" clause)
	_____ Area Code - Number - Extension Facsimile
	_____ E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address (check only one)	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS							
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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Minority Participation: Are you a SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, SC Certification # _____ Are you a Non SC Certified Minority Vendor <input type="checkbox"/> Yes <input type="checkbox"/> No	
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End of Page Two

We are issuing this Addendum #1 to answer questions submitted prior to the deadline of May 4, 2020 at 2 pm.

Also included in this Addendum is a change to the submission of your proposals. Because the technical and business portions of your proposal will be evaluated separately, we now require that you submit your **Bidding Schedule/Price-Business Proposal** and **Financial Statements** and other evidence of your financial ability in a separate uploaded document instead of submitting these items as part of Tab 7: Cost and Tab 3: Background and Experience. Here is the new proposal format:

Tab 1: Proposal Response Form

Page 1 and Page 2 of the solicitation

Tab 2: Cover Letter – Include a brief statement of intent for the services offered to the District, and signatures of an authorized officer of the organization, who has legal authority to sign.

Tab 3: Background and Experience to include:

- Vendor name, address, telephone, and email of authorized representative. A description of background and experience of key personnel to be assigned to this project if you are the awarded proposer.
- List the person who will be responsible for the implementation of this contract and the support thereafter. (To include cell phone and e-mail contacts)
- Background screenings of all employees and approval of the District for any employee with a criminal background shall be required for all vendors working on the premises.
- Background of company as it relates to services required in this RFP. Please include a listing of the materials and equipment you will use as well as a sample implementation program.
- A list of all school district clients which the vendor has provided similar services over the past 3 years.
- ~~Financial Statements – You must demonstrate your financial viability and ability to commit the necessary capital investments and resources to ensure the successful implementation and continuance of this program.~~

Tab 4: References - Company's experience in conducting this type of service as related to this RFP. (Appendix A – References) (original RFP package)

Tab 5: Customer Support

Describe your customer support capability and philosophy (include response times)

Tab 6: Qualifications

- Appendix B (original RFP package) – Drug-Free Workplace Certification
- Appendix C (original RFP package) – Questionnaire
- Appendix D (original RFP package) – Listing of Subcontractors
- Proposer’s FMSD Substitute W-9
- Copies of any licenses required to carry out the scope of work including your South Carolina Pesticides Applicator License
- Certificate of Insurance
- MSDS Safety Data Sheets
- Warranty for Services

Tab 7: Value Added

Vendor may provide in this section any unique elements of your offer, not already specified or proposed that you believe will bring value to this contract.

Tab 8: Exceptions taken to the RFP

Submit a statement of any exceptions to the RFP.

Tab 9: Cost & Financial Information – TO BE UPLOADED AS A SEPARATE DOCUMENT

- Submit cost on the Bidding Schedule/Price-Business Proposal Forms in Section VIII of the original RFP package.
- FINANCIAL STATEMENTS: You must demonstrate your financial viability and ability to commit the necessary capital investments and resources to ensure the successful implementation and continuance of this program.

Here are the answers to questions submitted before the deadline:

Question #1: Can all wrappings, crating, and other disposable materials be disposed using on-site receptacles?

Answer #1: No. Winning bidder is responsible for removing all wrappings, crating, and other disposable materials off-site.

Question #2: Is there access to water for applications at each of the facilities?

Answer #2: Yes.

Question #3: Are all fields irrigated?

Answer #3: Yes.

Question #4: Will the awarded bidder have access to the irrigation controllers?

Answer #4: Yes.

Question #5: Are comparable pieces of equipment accepted as substitutes for the specific equipment listed?

Answer #5: Yes.

Question #6: Listed in Scope of Work/Specifications is a requirement for Slit Drainage installing Turface Soil Conditioner; can service expectations for this procedure please be provided?

Answer #6: When required for Slit Drainage to be installed, the Director of Maintenance will discuss/coordinate with sports field maintenance contractor regarding Slit Drain or suitable alternate drain system.

Question #7: What constitutes as Heavy Topdressing? Is there a rate that is required to meet this practice?

Answer #7: No specific rate, fields should be top dressed as required, to maintain the safety and playability of the field.

Question #8: If warranty is provided, are variations allowed in lieu of only using live grass sprigs shredded on site?

Answer #8: Will consider based on size of area being treated and other factors.

Please note that all unchanged stipulations from the original solicitation apply.

You must acknowledge Addendum #1 on page 2 of the original bid form.