



Addendum 2

Beaufort County School District

Solicitation Number: 22-013
 Date Printed: January 5, 2022
 Date Issued: January 5, 2022
 Procurement Officer: Kaylee Yinger, CPPB
 Phone: 843-322-2349
 Email: Kaylee.Yinger@beaufort.k12.sc.us

Request for Proposals (RFP)

DESCRIPTION: **TECHNOLOGY ASSESSMENT SERVICES**
 SUBMIT OFFER BY (Opening Date & Time): **January 12, 2022 by 4:00 PM EST**
 QUESTIONS MUST BE RECEIVED BY: **January 5, 2022 by 5:00 PM EST**
 NUMBER OF COPIES TO BE SUBMITTED: **Five (5) Original Signed Copies and One (1) Redacted Version on CD/USB**

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: DATE & TIME:	LOCATION:
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AWARDS & AMENDMENTS:
 Award will be posted at the Physical Address stated above on or after January 12, 2022. The award, this solicitation, and any amendments will be posted at the following web address: <http://beaufortschools.net> 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: _____
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AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

PRINTED NAME _____	TITLE _____
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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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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 Office Address
<input type="checkbox"/> Payment Address Same as Home Notice Address (check one only)	<input type="checkbox"/> Payment Address Same as Notice Address (check one only)

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

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 and Answers:

1. **4.0.1.5 Narrative Approach to the Scope of Work**

Items 4.0.1.5.2–4.0.1.5.6 do not appear to be relevant to the professional services being sought in the scope of work specified in section 3 on pages 18–20 of the RFP

This information is not relevant to this RFP and may be removed from the response.

2. **5.1 Qualifications — Required Information, Item j, Pictures showing the implementation of the vendor’s equipment/solution**

Again, the RFP is for professional technology assessment services, not for a product solution.

This is a standard item as part of our boilerplate. It is reasonable to mark this item as “non-applicable” for this RFP.

3. We would ask that this bid be repurposed to include small business that are not isolated to one firm controlling and restricting opportunity to the end customer. We propose this bid be split to specialist having opportunity to solve work force efforts.

It is not the intention of BCSD to split the scope of work for this service. All vendors who are qualified to perform the scope of work are encouraged to submit a proposal.

4. Would the district consider an electronic only RFP submission?

Not at this time.

5. Does the district currently have an accurate inventory of the technology assets in scope (e.g., Servers, Routers Switches, Devices, Physical Appliances or Vendor Appliances, Storage)?

Yes.

6. Does the district maintain up-to-date documentation including diagrams, standard operating procedures and policies for the technologies in the scope of this assessment?

Yes.

7. Does the district expect the selected vendor to meet with each of the departments separately to understand their use and availability of technologies? If yes, please indicated the quantity of departments for the purposes of responding to the RFP?

This will be discussed with the winning proposer.

8. Pertaining to network security and penetration testing, has the district recently completed such tests and will the results be provided to the selected vendor?

Yes.

9. Does the district currently have a 1:1 program for student computing needs?

Yes.

10. Can the district provide additional context/expectations for the classroom visits requested in the RFP (e.g., quantity of classrooms, intended purpose)?

The vendor will be required to assess the quality and efficiency of technology in the classroom.

11. Does the district intend to include aspects of the IT organization (e.g., structure, staffing levels, competencies) in the assessment scope?

This is a possibility.

12. Pertaining to the evaluation of current wireless network for coverage, efficiency and security, does the district expect the selected vendor to perform a wireless network assessment (e.g., creation of heat maps, etc.)?

No.

13. Does the district expect the selected vendor to conduct Teacher and Student technology Surveys? Have prior surveys been completed within the last two years?
Yes and yes.
14. Can the district provide additional information regarding the content/scope of the existing Title II surveys referenced in the RFP?
This is will shared with the winning bidder.
15. Can the district provide additional context/expectations regarding the assessment of video surveillance systems?
BCSD's video surveillance system is currently being refreshed as part of a referendum. To utilize as an example for this exercise, we would like a newly refreshed model school reviewed for adequate coverage. We would also like the District office and any schools not scheduled for referendum upgrades reviewed for adequate coverage.
16. Pertaining to the "communications" item in RFP section 3.1.8, does this include public address and emergency notification systems along with telephony systems?
Yes.
17. Pertaining to the evaluation of current automation among systems which include user (staff, student, and contractor) provisioning, rostering, and backend processes, does the district currently have automation systems in-place for the activities noted?
Yes.
18. Evaluation of current software selections for function and relevance, does the district have an enterprise software inventory? Is the District expecting the selected vendor to meet with district departments to assess the functional fit of the enterprise software solutions?
Yes and Yes.
19. To what degree does the contemplated scope of work include data analytics, reporting and business intelligence capabilities?
This is a required portion of the assessment.
20. Does the district maintain a detailed technology budget that is inclusive of all hardware, software, services and personnel expenses?
Yes.
21. Pertaining to peer benchmarking, does the district have any self-identified peers and/or access to benchmarking data? If no, is it the district expectation this information will be gathered/provided by the selected vendor as part of the assessment scope?
No. Yes, we are expecting the vendor to have an adequate database of comparable school districts to benchmark against.
22. With consideration of the safety of the district's and selected vendor's staff with respect the ongoing COVID-19 pandemic:
- What is the district's expectation for remote vs onsite (in-person) activities for this assessment?
 - Does the district intend to conduct the oral presentations remotely or in-person?
- It will be a hybrid of both if needed.**
23. Please confirm that there are 37 facilities.
There is approximately 40+.

24. Must all facilities be inspected/examined, or can some serve as a model for others with respect to network, wifi ?
Sample can be used as a model.
25. How standard are classrooms ? How many different IT (hw/sw, network) configurations are there ? How many classrooms need be inspected ?
All classroom have a standard layout, configures are standardized, sample can be used as a model.
26. How standard are hardware configurations for laptops, desktops, and other endpoint devices ? How many different configs are in scope ?
Very standard based on staff position or student grade level. Roughly 7 different configurations.
27. What is purpose (i.e. goal/objective) and content (i.e. predefined questions) of “Anonymous Teacher Survey” ?
To gauge teacher’s opinions on current technology.
28. “Review Existing Surveys” (Teachers Surveys ?) How many are in scope here ?
We can provide the winning bidder as many which they require to feel adequate information has been reviewed.
29. What Information Security Policies and Procedures are currently in place ?
Information Security Policies and Procedures are in place. Details will be discussed with the winning bidder.
30. The electronic version of the response on USB/CD is to be “redacted”... what does that mean in this context ?
It is the responsibility of the vendor to redact proprietary information that may be omitted when information is released during a FOIA request.
31. Approximately how many networks are in scope and how many are wireless ?
This information was provided in Addendum 1.
32. Approximately how many devices are in scope ?
This information was provided in Addendum 1.
33. Can you give us an approximate size of your data center (# of routers, switches, firewalls, servers, storage devices) ?
This information was provided in Addendum 1.