



Lexington County School District One

AMENDMENT OF SOLICITATION

**CPT2025.2 BOARD MEETING & AGENDA
MANAGEMENT SOFTWARE
COOPERATIVE CONTRACT**

Solicitation Number: **CPT2025.2**
Date Issued: **10/17/2024**
Procurement Officer: **Elizabeth Marsh, CPPB, NIGP-CPP**

Phone: **803-821-1176**
E-Mail Address: emarsh@lexington1.net

AMENDMENT/MODIFICATION NO: **One**

1. ISSUED BY: **Lexington County School District One
100 Tarrar Springs Road, Procurement Office
Lexington, South Carolina 29072
Attn: Elizabeth Marsh, Director of Procurement**

2. CONTRACTOR'S NAME AND ADDRESS:

3. AMENDMENT OF SOLICITATION NO.:
CPT2025.2

4. THIS BLOCK APPLIES ONLY TO AMENDMENTS OF SOLICITATIONS:

THE ABOVE NUMBERED SOLICITATION IS AMENDED AS SET FORTH IN BLOCK 5.

5. DESCRIPTION OF AMENDMENT:

Vendor questions and district responses beginning on page 2.

6. CONTRACTOR/OFFEROR IS TO SIGN THIS DOCUMENT AND SUBMIT WITH THEIR RESPONSE TO THE SOLICITATION. FAILURE TO RETURN WITH BID MAY RESULT IN REJECTION OF YOUR OFFER.

7. CONTRACTOR'S SIGNATURE

8. CONTRACTOR'S NAME AND ADDRESS:

BY : _____
(SIGNATURE OF AUTHORIZED REPRESENTATIVE)

9. DATE SIGNED : _____

10. LEXINGTON SCHOOL DISTRICT ONE

11. NAME AND TITLE OF AUTHORIZED REPRESENTATIVE

BY: Elizabeth Marsh
(SIGNATURE OF AUTHORIZED REPRESENTATIVE)

**Elizabeth Marsh, CPPB, NIGP-CPP
Director of Procurement**

12. DATE SIGNED: 10/17/2024

AMENDMENT TO SOLICITATION

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <https://www.lexington1.net/departments/procurement>

(b) Offerors shall acknowledge receipt of any amendment to this solicitation

- (1) by signing and returning the amendment,
- (2) by identifying the amendment number and date in the space provided for this purpose on Page Two,
- (3) by letter, or
- (4) by submitting a bid that indicates in some way that the bidder received the amendment.

(c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

AMENDMENT

Vendor Questions and District responses:

Question 1: How many active board members do you have and how often do they normally hold a board meeting?

District Response: There are seven (7) board members. Board meetings are regularly scheduled the third Tuesday of every month.

Question 2: How many active admin users do you anticipate to have? Active admin users may not be board members. They are in software to perform admin functions.

District Response: We anticipate having up to ten admin users.

Question 3: Do you have an external vendor to maintain your website or you internally manage your website?

District Response: The website is maintained internally.

Question 4: What is the approved budget for RFP? You can break down the initial budget and annual maintenance budget.

District Response: We have chosen not to disclose that information.

End Amendment