

	District Five of Lexington and Richland Counties REQUEST FOR PROPOSALS Amendment # 1	Solicitation #	2025-013
		Date Amendment Issued	11/4/2024
		Procurement Official	Lynda Robinson
		Phone	(803) 476-8140
		E-Mail Address	D5bids@lexrich5.org

DESCRIPTION	Afterschool and Summer Educational Programs		
<i>The Term "Offer" Means Your "Bid" or "Proposal"</i>			
SUBMIT OFFER BY	11/12/24 @ 11:00 am		
QUESTIONS MUST BE RECEIVED BY	11/1/2024 @ 12 pm Electronically to D5bids@lexrich5.org Time Has Passed		
NUMBER OF COPIES TO BE SUBMITTED	1 original and 3 hard copies; 1 electronic copy		

Offers must be submitted in a sealed package. Solicitation number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO:

District Five of Lexington and Richland Counties Purchasing Office 1020 Dutch Fork Road Irmo, SC 29063

CONFERENCE TYPE: Not Applicable DATE & TIME: As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: Not applicable
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AWARD & AMENDMENTS	The award, this solicitation, and any amendments will be posted at the following web address: https://www.lexrich5.org/departments/office-of-finance/purchasing/solicitations-and-awards
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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 sixty (60) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)	OFFEROR'S TYPE OF ENTITY: (Check one) <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ (See "Signing Your Offer" provision.)
AUTHORIZED SIGNATURE (Person signing must be authorized to submit a binding offer to enter into a contract on behalf of Offeror named above.)	
TITLE (Business title of person signing above)	
PRINTED NAME (Printed name of person signing above)	
DATE SIGNED	
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. 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>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.	
STATE OF INCORPORATION (If Offeror is a corporation, identify the state of Incorporation.)	TAXPAYER IDENTIFICATION NO.

COVER PAGE

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)
	Order E-Mail Address:
<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS:
Offerors acknowledge 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 (%)			

PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)] **PREFERENCES DO NOT APPLY**

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

In-State Office Address same as Home Office Address
 In-State Office Address same as Notice Address (check only one)

PREFERENCES DO NOT APPLY

Amendment #1
Afterschool and Summer Educational Programs
Solicitation # 2025-013

The Solicitation may be amended at any time prior to opening. Submitters 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. If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE "DISTRICT'S RESPONSE" DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION, ~~STRICKEN~~ TEXT IS DELETED.

CHANGES TO THE SOLICITATION

1. SECTION III, SCOPE OF WORK: The section is amended as follows:

*School District Five of Lexington and Richland Counties is seeking competitive sealed proposals from established providers to provide afterschool and summer camp programs for students at Seven Oaks and Harbison West Elementary Schools. The goal of the programs is to enhance student learning, promote social skills, and provide a safe and engaging environment for children after school hours. The afterschool program for Seven Oaks shall be **onsite** and serve approximately fifty students and operate Monday through Friday. The afterschool program for Harbison West shall be **offsite** and also serve approximately fifty students and operate Monday through Friday. **Providers must provide transportation for the offsite afternoon program.** The operational schedule for the afterschool programs shall align with the District's academic calendar which can be found at www.lexrich5.org. ~~All summer programs will be onsite at each of the elementary schools and will operate Monday through Thursday of each week. The summer program at Seven Oaks Elementary school shall be **onsite** and the summer program for Harbison West shall be **offsite**.~~ All summer programs will operate Monday through Thursday.*

2. SECTION III, SCOPE OF WORK, FEES: The section is amended as followed.

Weekly fees for the afterschool programs must not exceed \$85 per week and include a healthy afternoon snack. Weekly fees for the summer camp programs must not exceed ~~\$95~~ \$90 per week. Registration fees for each student must not exceed \$50.00 for either program. Vendors may offer fees that are less than the not-to-exceed fees. The District will be responsible for the registration and weekly tuition fees. Any late pick-up fees will be the responsibility of the students' parents or guardians.

Solicitation questions and district responses are detailed below. (Questions are presented in the format received).

Question #1: Per bid requirements on page 21 of the RFP, do we correctly understand that the vendor is to select and hire all staff to run the programs at each site, and to be on site each day the program is in session?

The District's Response: The vendor is required to select and hire all staff to run the programs at each site, and to be on site each day the program is in session.

Question #2: May a vendor submit a response to just provide the curriculum for any given program?

The District's Response: The solicitation does not allow for responses for the provision of curriculum only.

Question #3: Per the pricing sheet on page 36 of the solicitation, do we understand that the column entitled "Maximum Contract Fee" is a "per week, per student cost?"

The District's Response: On the pricing sheet on page 36 of the of the solicitation, the column entitled "Maximum Contract Fee" is a "per week, per student cost.

Question #4: If a vendor does not price "per student" but instead prices per "group/class" can pricing be submitted that way, and thus listed in the column entitled "vendor fees?" (even if it's not really a "fee")

The District's Response: Vendors must provide a per student fee.

Question #5: Do we correctly understand that the vendor must handle daily/weekly snacks for students and any medical crises?

The District's Response: Vendors must provide daily healthy snacks and have emergency procedures in place, including plans for natural disasters and medical emergencies.

Question #6: Is transportation required to take the students home?

The District's Response: Vendors will not be responsible for taking students home.

Question #7: Are snacks provided as a part of the 2% indirect cost for Seven Oaks?

The District's Response: The snacks for the afterschool program at Seven Oaks Elementary shall be provided by the successful bidder and have no bearing on the reimbursement fee for facility usage and related expenses.

Question #8: The anticipated start date is the week of Thanksgiving and the students only attend school for two weeks. Is this the actual start of program date or start of the contract?

The District's Response: The anticipated start date is the start of the contract. The District will coordinate with the successful bidder on a program start date.

Question #9: When is the 2% reimbursement due to the district? Can that amount be paid in installments?

The District's Response: The reimbursement is a set fee that will increase by 2% each year. Payment for year one will be due on June 1, 2025, and payments for any subsequent years will be due on December 1st and June 1st of each contract year.

Question #10: What was the reasoning for canceling the previous bid?

The District's Response: The needs of the District changed and services were resolicited with revised specifications.

Question #11: Is this an automatic five-year contract?

The District's Response: The contract is for one year with the option to renew for four additional one-year periods.

Question #12: Is this program open to all students no matter their grade level and or learning

disabilities/needs?

The District's Response: The program is open to students in grades 3rd-5th grade with high counts of absenteeism. The MTSS process will help determine the invitation list.

Question #13: If an applicant bids for both opportunities, is it possible for them to still be awarded one and not the other?

The District's Response: The award will be made to the offeror whose proposal is the most advantageous for each program at each school. It is possible that an offeror will be awarded one program and not another program.

Question #14: Will the school provide a custodian for daily cleaning of the space to be used?

The District's Response: The District will provide daily custodial cleaning of the spaces used.

Question #15: Based on parent interest, will the contractor be allowed to enroll more than 50 students for drop in or full time if families are responsible for all fees?

The District's Response: The contractor will be allowed to enroll additional students if families are responsible for all fees.

Question #16: There is a discrepancy in the solicitation for maximum contract fees for summer camp at Seven Oaks. Can you confirm which is correct?

The District's Response: The for maximum contract fees for summer camp at Seven Oaks and Harbison West Elementary Schools is \$90.00.

End of Amendment # 1