

	<b>Dorchester School District Two</b>  <b>First Addendum</b>	Solicitation Number:	2425-012
		Date:	04/04/2025
		Procurement Official:	Ashley Cash, CPPB
		Phone:	(843)695-5398
		E-Mail Address:	<a href="mailto:ascash@dorchester2.k12.sc.us">ascash@dorchester2.k12.sc.us</a>

DESCRIPTION: Door Replacements at Alston Middle School

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY: **April 16, 2025 BY 2:00 PM** See "Deadline For Submission Of Offer" provision  
 QUESTIONS MUST BE RECEIVED BY: **April 7, 2025 by 5:00 PM** See "Questions From Offerors" provision  
 NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

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

SUBMIT YOUR SEALED OFFER TO:

Dorchester School District Two  
 815 South Main Street  
 Summerville, SC 29483  
 Attention: Ashley Cash, CPPB  
 In Re: IFB # 2425-012

See "Submitting Your Offer" provision

CONFERENCE TYPE: <b>Non-Mandatory Site Visit</b>  DATE & TIME: April 4, 2025 at 10:00 AM  Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION:  Alston Middle School 500 Bryan Street Summerville, SC 29483
---	--

AWARD & AMENDMENTS NOTICES	Award will be posted at the Physical Address stated above on <b>April 29, 2025</b> . The award, this solicitation, and any amendments will be posted at the following web address:  <p style="text-align: center;"><b>Solicitations, Amendments, &amp; Awards:</b> <a href="#">Solicitation Postings</a></p> <p style="text-align: center;"><b>It is the responsibility of the offeror to check this website for amendments/addenda.</b></p>
----------------------------------	--

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  <small>(Full legal name of business submitting the offer)</small>	OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small>  <input type="checkbox"/> Small (15 employees or less) <input type="checkbox"/> Women <input type="checkbox"/> Minority <input type="checkbox"/> Other _____ <small>(See "Signing Your Offer" provision.)</small>
AUTHORIZED SIGNATURE  <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>	
TITLE  <small>(Business title of person signing above)</small>	
PRINTED NAME  <small>(Printed name of person signing above)</small>	
	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. 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>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.	
STATE OF INCORPORATION  <small>(If Offeror is a corporation, identify the state of Incorporation.)</small>	
TAXPAYER IDENTIFICATION NO.	

COVER PAGE DD2

**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.) (See "Notice" clause)				
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 25%;">Area Code</td> <td style="width: 25%;">Number</td> <td style="width: 25%;">Extension</td> <td style="width: 25%;">Facsimile</td> </tr> </table>	Area Code	Number	Extension	Facsimile
Area Code	Number	Extension	Facsimile		
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 100%;">E-mail Address</td> </tr> </table>	E-mail Address			
E-mail Address					

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent)
--	--

<input type="checkbox"/> Payment Address same as Home Office Address <input type="checkbox"/> Payment Address same as Notice Address <p style="text-align: center;"><i>(check only one)</i></p>	<input type="checkbox"/> Order Address same as Home Office Address <input type="checkbox"/> Order Address same as Notice Address <p style="text-align: center;"><i>(check only one)</i></p>
---	---

<b>ACKNOWLEDGMENT OF AMENDMENTS</b>  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

<b>DISCOUNT FOR PROMPT PAYMENT</b>	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](http://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 - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided. 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)

End of Page Two

AMENDMENTS TO SOLICITATION (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following website for the issuance of Amendments: [Solicitation Postings](#). (b) Bidders shall acknowledge receipt of any Amendment to this solicitation (1) by signing and returning the Amendment, (2) by letter, or (3) by submitting a bid that indicates in some way that the bidder received the Amendment.

---

### CLARIFICATIONS & REVISIONS

The District has several clarifications to offer bidders.

Payment Procedures:

The District will accept progress payments from the awarded contractor during the project term. The District will apply a 3.5% retaining to each payment until the final payment application.

Laydown Area:

Door and material laydown area will be the Cafeteria.

Summer Work:

During the summer break, school custodial staff will be performing summer cleaning. The awarded contractor will need to coordinate work with the custodial team throughout the project to ensure both projects proceed as required.

Final Inspection and Acceptance:

Prior to final payment, the District project manager and the manufacturer's representative will conduct a final inspection for acceptance.

The District also issues the following revised Attachment solely to remove ill-placed page breaks:

**IX. Attachments to Solicitation**

...

**E. [DD2 Project Specifications – Part 1: Product Specifications \(BOD\)-Revised](#)**

...

CONTINUED

---

## **PRE-BID CONFERENCE**

The District conducted a non-mandatory pre-bid conference and site visit for this project on April 4, 2025 at 10:00 AM. Agenda, Minutes, and Sign In Sheets follow:

### **AGENDA**

- I. Welcome & Introductions
- II. Bid Documents
- III. Bid Schedule
- IV. Procurement Procedures
- V. Bids & Bonds
- VI. Contractor's Assurances
- VII. Work by Others
- VIII. Scope of Work & Product Specs (Tour)
- IX. Closing

### **MINUTES**

- I. Introduction/welcome.
- II. Bid Documents are available on the District's Solicitation & Awards page.
- III. Schedule-Review of Events
- IV. Procurement Process-Submitting questions, addenda posting, and public bid opening and reading on 04/16/2025.
- V. No bid surety required. Performance & payment bonds are required.
- VI. Contractor Assurances:
  - a. Contractor responsible for field verification of ALL measurements.
  - b. All of contractor's employees / installers must have manufacturer's training card, or must complete the manufacturer's training course prior to performing work on this project.
- VII. Work by Others
- VIII. Scope of Work and Product Specs:
  - a. Work must be completed over summer break.
  - b. Work must be done in conjunction with other facility activities and building hours.
  - c. Inspected doors 184,190, 710, 085, 089, 090, 095, 133, 135, 208\*, 205, 225, and 262.
  - d. Reviewed Installation Guidelines (Attachment F) and Product Specifications (Attachment E) as tour progressed.\*\*
- IX. Closing

*\*Door #207, which is numbered on Attachment G, is not included in the scope of this project.*

*\*\*Specific questions are listed in the next section of this addendum.*

**SIGN IN SHEET**

**RFP 2425-012 Door Replacements for Alston Middle School**  
**PRE-BID CONFERENCE SIGN-IN SHEET**

Date: April 4, 2025 at 10:00 AM

Location: Alston Middle School

Company Name	Representative Name & Email Address <i>(Please print)</i>	Office Phone	Mobile Phone
	Rep. Name: <i>Jacob Niers</i> Email Address: <i>hiers@extbuilding-services.com</i>		<i>843-509-3300</i>
<i>DDZ</i>	Rep. Name: <i>R. N. Mims</i> Email Address: <i>rmims@dorchester2.k12.sc.us</i>		
<i>DDZ</i>	Rep. Name: <i>Jeff Smith</i> Email Address: <i>j.smith@dorchester2.k12.sc.us</i>	<i>843-666-4119</i>	<i>11</i>
<i>DDZ</i>	Rep. Name: <i>Shannon Willis</i> Email Address: <i>swillis@readysecuritysolutions.com</i>	<i>843-494-1219</i>	
	Rep. Name: Email Address:		
	Rep. Name: Email Address:		
	Rep. Name: Email Address:		

CONTINUED

---

## QUESTIONS & ANSWERS

The District's deadline for questions is April 7, 2025 by 5:00, however the following questions have were raised at the Pre-Bid Conference and are answered below:

1. How can we schedule a follow up site visit to conduct field measurements with our supplier/sub?  
**Answer:** Contact the Procurement Officer to schedule a follow up site visit prior to the bid closing.
  
2. Who are the other contractors who will be involved in this project and who will coordinate work with them?  
**Answer:** The District's Access Control Contractor Mobile Communications America, Inc.(MCA) will be installing and programming access control equipment separately from this contract. The District's painting contractor, The Keena Edwards Group, will also be painting the school throughout the summer as well. The awarded contractor will have to coordinate with the District's other contractors regarding the work of this project.
  
3. Who is responsible for repainting and re-staining doors and door frames?  
**Answer:** The awarded contractor is responsible for restoration, including **color-matched** stains and coatings, of any damage caused during the execution of this contract. The District's painting contractor will be painting the exterior doors and frames this summer once the doors are installed by the awarded contractor.

END OF FIRST ADDENDUM