

	District Five of Lexington and Richland Counties Invitation for Bid Amendment One	Solicitation #	2027-003
		Date Amendment Issued	August 10, 2026
		Procurement Official	Chris Winslow
		Phone	(803) 476-8140
		E-Mail Address	D5bids@lexrich5.org

DESCRIPTION	Event Security Services
-------------	--------------------------------

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

SUBMIT OFFER BY	August 13, 2026 2:00pm
QUESTIONS MUST BE RECEIVED BY	August 3, 2026 Deadline has passed
NUMBER OF COPIES TO BE SUBMITTED	One (1)

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: N/A DATE & TIME: As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	LOCATION: N/A
--	----------------------

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/procurement/solicitations-and-awards
-------------------------------	--

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) ☐ Sole Proprietorship ☐ Partnership ☐ Corporation (tax-exempt) ☐ Corporate entity (not tax-exempt) ☐ Government entity (federal, state, or local) ☐ 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)						
☐ Payment Address same as Home Office Address ☐ Payment Address same as Notice Address (check only one)	Order E-Mail Address:						
	☐ Order Address same as Home Office Address ☐ 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							

PAGE TWO

End of PAGE TWO

AMENDMENT ONE
Event Security Services
SOLICITATION # 2027-003

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

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. 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.

RESPONSES TO BIDDER QUESTIONS:

Question 1: Can the District provide historical usage data for the last one (1) to two (2) completed school years, broken down by event type (football, basketball, graduations, ceremonies, other)? Specifically, we request the following for each event type:

- a. Total number of events held;
- b. Average number of contractor staff deployed per event;
- c. Total annual billed or contracted hours.

District Response: The District does not maintain historical usage information in the level of detail requested. The estimated event quantities provided in the solicitation, page 13, are based on currently scheduled events, anticipated special events, and historical usage. These figures are estimates only and do not guarantee any minimum number of events, personnel, or billable hours.

Question 2: Approximately how many non-athletic events — including graduations, ceremonies, performances, board meetings, and other special functions — does the District anticipate annually under this contract?

District Response: The number and type of non-athletic events vary annually, and the District cannot provide a reliable estimated quantity at this time. Services will be requested as District needs arise, with no minimum number of events or hours guaranteed.

Question 3: Does the District anticipate any significant changes in event volume, venue usage, or security requirements for the contract period compared to prior years?

District Response: The District is not aware of any significant anticipated changes at this time. However, event volume, venue usage, staffing levels, and security requirements may change during the contract period based on District needs.

Question 4: Does the District require pricing to be submitted by individual labor category (e.g., Event Security Officer, Supervisor/Lead, Metal Detection/Bag Check, Ticket/Parking Staff), or will a blended eventstaff rate be acceptable?

District Response: Offerors shall submit pricing exactly as requested on the Bidding Schedule.

Question 5: Which posts or roles, if any, require personnel who hold a South Carolina Security Guard registration or other state-issued license? Specifically, are the Ticket/Parking Staff and Metal Detection/Bag Check roles required to be licensed, or may they be classified as general event staff?

District Response: The Contractor is responsible for determining the licensing and registration requirements applicable to each employee based on the duties assigned and for complying with all applicable South Carolina laws and regulations. Personnel performing duties legally classified as security-officer duties must possess all required registrations or credentials. Personnel assigned solely to administrative functions, such as ticket scanning or parking assistance, may be treated as general event staff

only when their assigned duties do not constitute regulated security services.

Question 6: What is the minimum ratio of Supervisors/Leads to general event staff that the District expects to be deployed at (a) a standard football game, (b) a standard basketball game, and (c) a graduation or special event?

District Response: The District has not established a mandatory Supervisor/Lead-to-event-staff ratio. The Contractor shall provide sufficient qualified supervision based on each event's size, location, staffing level, and security requirements. Proposed supervisory coverage shall be coordinated with the designated District representative.

Question 7: Are Supervisor/Lead positions billable under the contract, or are they considered overhead included in the contractor's pricing?

District Response: The Bidding Schedule specifically provides a separate line item for Supervisor/Lead Security Officers. The District will not pay separately for costs that are not identified on the Bidding Schedule.

Question 8: What is the expected shift duration for contractor staff at a typical football game and a typical basketball game, inclusive of required pre-event briefing/setup time and post-event egress/wrapup coverage?

District Response: Shift duration will vary based on the event schedule and security needs. For pricing purposes, the District estimates approximately 4-5 hours for football games and 3-4 hours for basketball games, including the required pre-event briefing and post-event coverage. These estimates do not guarantee a minimum number of billable hours.

Question 9: What is the minimum advance notice the District expects to provide when assigning contractor staff to an event?

District Response: The District anticipates providing scheduled athletic events and known event assignments as early as practicable. As stated in the solicitation, the District will generally provide at least three calendar days' notice for additional events. Shorter notice may be necessary due to emergencies, schedule changes, weather, playoffs, or other unforeseen circumstances.

Question 10: What is the minimum call-out guarantee per staff member per event, if any (e.g., a minimum of four (4) hours of pay regardless of early release)?

District Response: No minimum call-out or minimum number of billable hours is guaranteed. The District will pay only for authorized hours actually worked unless otherwise specifically stated in the solicitation or resulting contract.

Question 11: What are the District's terms for event cancellations, weather postponements, or significant staffing-level reductions? Specifically:

- a. Is there compensation for contractor staff who report to a cancelled event?
- b. What is the notification timeline that obligates the District to provide compensation?

District Response: The District will notify the Contractor of cancellations, postponements, or staffing changes as soon as practicable. No cancellation fee or guaranteed payment will apply when notice is provided before personnel report to the event. If Contractor personnel have already reported to the event before receiving notice of cancellation, the District will pay for the actual authorized time worked.

Question 12: Will the District provide a master event schedule at the start of the contract period, with updates as the schedule changes?

District Response: Yes. The District will provide available athletic schedules and other known event information. The schedule is subject to additions, cancellations, postponements, venue changes, and other revisions throughout the contract period.

Question 13: Will the District provide metal detectors, handheld wands, ticket scanners, two-way radios, traffic cones, signage, and other event equipment, or is the contractor responsible for furnishing any or all of these items?

District Response: As stated in the solicitation, the Contractor shall provide uniforms, visible company identification, transportation, and required radio communication equipment, including one radio for the designated District representative. The District will provide metal detectors/handheld wands, ticket scanners, traffic cones, and event signage when required for an event. Any other Contractor-provided equipment necessary to perform the services shall be included in the proposed rates unless otherwise approved by the District in writing.

Question 14: Are there any personal protective equipment (PPE) or uniform requirements beyond the contractor-provided uniform and visible company identification already stated in the solicitation?

District Response: No additional standard PPE or uniform requirements are anticipated at this time.

Question 15: What specific background check requirements apply to contractor event staff? Please specify the standard (e.g., IFB# 2027-003 Event Security Services Amendment One

name-based, fingerprint/SLED, sex offender registry, national criminal) and identify which party bears the associated cost.

District Response: At a minimum, the Contractor shall conduct a criminal-history background check and sex-offender-registry check for each employee before assigning that employee to District property. The Contractor is responsible for all associated costs and shall maintain documentation demonstrating compliance. The District reserves the right to request verification and review relevant documentation, subject to applicable privacy and confidentiality requirements.

Question 16: Are there any mandatory District-specific training, orientation, or onboarding requirements that contractor staff must complete prior to their first assignment? If so, is this time compensable under the contract?

District Response: The District may require a brief event- or location-specific orientation before an assignment. The Contractor remains responsible for providing all general employee training necessary to perform the services. General training and onboarding costs shall be included in the proposed rates and will not be separately compensable. Attendance at a meeting specifically requested by the District may be billable when authorized in advance by the District's contract representative.

Question 17: Are there any required certifications beyond state security licensing, such as CPR/First Aid, crowd management training, or similar credentials?

District Response: No additional certifications are mandated beyond those required by applicable law and the solicitation. However, the Contractor is responsible for ensuring that its personnel are appropriately trained for their assigned duties. Relevant certifications and training may be considered when evaluating the Contractor's qualifications.

Question 18: What is the District's expected invoicing cycle (e.g., per event, bi-weekly, monthly)?

District Response: Invoices shall be submitted within five calendar days after services are provided, as stated in the solicitation. An invoice may include more than one event, provided all listed events have occurred and each event's name, date, authorized staffing, hours worked, and applicable rate are separately identified. No services shall be provided without a Purchase Order.

Question 19: What is the timesheet or attendance verification process — will a District representative sign off on hours worked at each event, or will another method be used?

District Response: The Contractor shall maintain an attendance record or timesheet for each event showing each employee's name, position, arrival time, departure time, and total hours worked. The Contractor's representative shall obtain verification from the designated District representative at the conclusion of each event. Verification of attendance does not constitute acceptance of unauthorized hours or charges.

Question 20: What are the District's standard payment terms (e.g., Net 30)?

District Response: The District's standard payment terms are Net 30 following receipt of a complete and accurate invoice and verification that the services were satisfactorily performed.

Question 21: Is there a current service provider for event security services? If so, is there any historical staffing plan, post order, or event summary the District is able to share to assist offerors in developing realistic pricing?

District Response: Allied Universal Security Services is the District current provider. The District does not have an additional historical staffing plan, post order, or event summary available for distribution. Offerors shall develop their proposals based on the requirements and estimates contained in the solicitation. Event-specific assignments, staffing levels, and post locations will be coordinated with the awarded Contractor.