	District Five of Lexington and Richland Counties **Request For Proposals** **Amendment One**	Solicitation #	2027-012
		Date Amendment Issued	November 17, 2026
		Procurement Official	Chris Winslow
		Phone	(803) 476-8140
		E-Mail Address	D5bids@lexrich5.org

DESCRIPTION	Professional Development and Training for k-12 Special Education Faculty and Staff

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

SUBMIT OFFER BY	**November 24, 2026 @ 11:00am**
QUESTIONS MUST BE RECEIVED BY	~~November 13, 2026 @ 12:00 pm Electronically to D5bids@lexrich5.org~~ **TIME HAS PASSED**
NUMBER OF COPIES TO BE SUBMITTED	1 original and 5 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: N/A **DATE & TIME**: As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	**LOCATIO**N: **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.e.*, 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

RFP# 2027-012 Professional Development and Training for K-12 Special Education Faculty and staff

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) ☐ Payment Address same as Home Office Address ☐ Payment Address same as Notice Address **(check only one)**	**ORDER ADDRESS** (Address to which purchase orders will be sent) (See "Purchase Orders" and "Contract Documents" clauses) 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 - 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) "PREFERENCES DO NOT APPLY"
☐ In-State Office Address same as Notice Address (check only one)

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AMENDMENT ONE
Professional Development and Training
for K-12 Special Education
Faculty and Staff
SOLICITATION # 2027-12

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 T E X T IS ADDED TO THE ORIGINAL PROVISION. ~~STRICKEN TEXT~~ IS DELETED.

CHANGES:

1. The following is stricken from the solicitation: ~~**Section V.1(a)** - Offeror must have a minimum of five (5) years of experience providing professional development and training services in Special Education and/or related instructional practices, preferably within K12 educational settings~~

2. Section IV- INFORMATION FOR OFFERORS TO SUBMIT – Section 5- References Item #1 is stricken from the solicitation: ~~Provide a minimum of three (3) professional references from clients for whom the Offeror has provided substantially similar services within the past three (3) years. References from K- 12 public school districts, particularly those involving special education professional development and training, are preferred.~~

CLARIFICATIONS/ RESPONSES TO BIDDER QUESTIONS:

1. Does the District have a specific budget or dollar amount allocated for the scope of services described in the RFP?

District Response: The anticipated budget for this contract is unknown.

2. Has the District contracted for a similar scope of services in the past?

District Response: The District has previously contracted for professional development services, however this is a new solicitation for new services specializing in Special Education Faculty and Staff.

3. Can you provide an estimated number of special education staff currently employed by the District and distribution across schools?

District Response: The requested staffing information, including estimated staff counts and distribution by school, is not currently available.

4. The workers' compensation requirement applies "as required by the State of South Carolina." For a single-member LLC with no employees, will the District accept a signed statement to that effect in place of a workers' compensation certificate?

District Response: Yes. If a vendor is not required to maintain workers' compensation insurance under South Carolina law, the District will accept a signed statement confirming that the vendor has no employees and is not subject to the state's workers' compensation insurance requirements. For vendors meeting these criteria, the associated employer's liability insurance requirement will also be waived. The District reserves the right to request additional documentation or clarification, if necessary, to verify compliance with applicable requirements.

5. The cover page lists Solicitation 2027-012, and the interior page headers read "RFP# 2027-000." Please confirm that 2027-012 is the number to use on the package and all documents.

District Response: 2027-012 is the correct solicitation number to be used

6. Can the District share an estimate of the number of schools, staff, or participants it expects to serve during the initial term, January 4 to May 28, 2027?

District Response: The District anticipates providing professional development services to approximately seven (7) schools during the initial contract term.

7. Does the district intend to award multiple vendors?

District Response: Please Reference Section VI. Award Criteria - Award will be made to one offeror. (page 22 of the solicitation)

8. Is a specific scope of work anticipated to be awarded based on this solicitation, or is the intent to create a list of approved providers?

District Response: The District intends to make a single award under this solicitation for professional development services as outlined in the scope of work. Services will be provided on an as-needed basis throughout the contract period. An award does not guarantee a minimum amount of work or compensation.

9. What topics are the district's top priorities for special education professional development?

District Response: The District's primary priorities for special education professional development include Professional Learning Communities (PLCs), instructional coaching support, and special education program support.

10. What is the budget for special education professional development each year?

District Response: The District's annual budget for special education professional development varies based on available funding and program needs.

11. The RFP list the schools, that are in the district. . will the offeror service all schools or selected schools.?

District Response: Please see response to question #6

12. We are proposing two days on-site and virtual . however, will we be able to adjust is need be?

District Response: The District requires all professional development services to be provided on-site. Virtual services are not being considered under this solicitation.

13. Approximately how many schools and Special Education faculty and staff does the District expect to receive services under this contract?

District Response: "The District anticipates providing professional development services to approximately seven (7) schools during the initial contract term. The number of Special Education faculty and staff are not currently available."

14. What level of service does the District anticipate for the initial term (January 4 to May 28,2027), for example the number of professional development days or coaching hours?

District Response: The District anticipates approximately ten (10) hours of professional development and coaching services per week during the initial contract term.

15. Does the District have an estimated budget or budget range for this contract?

District Response: Please see response to question #1

16. Section 3.B.3 of the proposal requirements refers to special education topics identified in the Scope of Work, but the Scope of Work describes service types rather than specific topics. Which instructional or program topics does the District most want addressed?

District Response: The District anticipates professional development support for seven (7) schools, with a focus on Professional Learning Communities (PLCs), instructional coaching, and special education program support.

17. Does the District have a priority for specific grade bands or staff roles?

District Response: The District has not established specific priorities for grade bands or staff roles at this time. Priorities will be determined based on the needs of the seven (7) participating schools.

18. Is there a current provider of similar services, or existing professional development, that the selected contractor will be expected to build on?

District Response: No, the selected contractor will not be required to build upon services provided by an existing professional development provider.

19. Section VIII refers to a completed Bidding Schedule, but no form is included in the solicitation. Will the District provide a Bidding Schedule form, or may offerors present pricing in their own format?

District Response: No additional Bidding Schedule form will be provided. Offerors may submit their pricing proposals in their own format, provided all information required under Section VIII, Bidding Schedule/Price Business Proposal, on page 35 of the solicitation is included.

20. Section 5 requests references from the past three years, while Section V.1(e) requires references from the past five years. Which time period is correct?

District Response: See Changes #2. Offeror must provide at least three (3) references from educational institutions or comparable organizations for which substantially similar professional development and training services have been provided within the past five (5) years.