AIKEN COUNTY PUBLIC SCHOOLS

Procurement and Warehouse Services

61 Given Street
Aiken, SC 29805

Lori Miller
Director

Introduction:

The Aiken County School District ("District") is seeking feedback and information from qualified and experienced design professionals interested in partnering with the District to develop a plan to provide access to the 2nd floor of the Operations Center located at 61 Given St., Aiken, SC 29805.

The District is committed to addressing concerns & difficulties related to ADA compliance, 2nd floor deliveries, as well as furniture or equipment movement. The Operations Center provides office space for its Maintenance, Facilities, IT, Materials Center and Procurement employees with the Maintenance & Facilities space located on the 2nd floor. Total employee number for the building ~200, with ~15 utilizing the stairs daily.

Purpose of the Request for Information (RFI):

The purpose of this Request for Information (RFI) is to solicit interest from qualified vendors pertaining to the scope of work listed below. Respondents are encouraged to recommend placement as well as any additional elements that should be incorporated into the scope to facilitate consideration discussions of the desired outcome articulated below.

Any information gathered will allow a more informed evaluation and assignment for completion of requested work.

This solicitation is for gathering of information only – it is not a request for a binding quote or formal proposal.

Project Purpose:

a. Develop a solution for access to the 2nd floor of the District's Operations Center.

b. The proposed solution should include suggested placement as well as type and style of equipment that would be most advantageous to the needs of the building.

c. Safety features and energy efficient considerations should be included.

d. Identify an estimated budget for the project to assist the District in decisions on next steps.

e. If submitting multiple solutions, please provide budget estimates for all separately with estimated projected timelines.

f. Projected timeline should include completion from formal final design to completion of construction.

Vendor Information:

a. Background and experience regarding history and core competencies regarding like equipment design and installation

b. A mandatory site visit is scheduled for Wednesday Nov. 18th, 2026 from 1 pm – 2 pm at the Operations Center located at 61 Given St., Aiken, SC 29805.

Submission Instructions:

a. Question should be submitted via email to Lori Miller at lmiller5@acpsd.net by no later than 2 pm on Dec. 11th, 2026.

b. Only hard copy submission will be accepted.

c. All response submissions shall be received no later than 2pm on Jan 4th, 2027.

d. Submissions should be mailed to:

Lori Miller, Director of Procurement ACPSD
RFI – 2nd floor Access to the Operations Center
61 Given St., Aiken, SC 29805

NOTE: This solicitation is for gathering of information only – it is not a request for a binding quote or formal proposal.