

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

**AGENCY/OWNER:** Admin - OEPP - SC Division of Veterans' Affairs

**PROJECT NAME:** M.J. "Dolly" Cooper VC Columbaria Grant-Additional

**PROJECT NUMBER:** D50 - 6007 - CA

**PROJECT LOCATION:** Anderson, SC

**DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES:** The SC Division of Veterans' Affairs is requesting qualifications from interested firms to provide design services for the construction of additional Columbaria (980 - 1,000 additional burial niches) at the M. J. "Dolly" Cooper Veterans Cemetery at 140 Inway Drive, Anderson, SC. The design must comply with the US Department of Veterans Affairs National Cemetery Administrations' national shrine standards of appearance. This will be a two-phase JBRC process

**RESUME DEADLINE DATE:** 11-20-18

**ANTICIPATED PROJECT DELIVERY METHOD:** Design Bid Build

The Agency/Owner requests qualifications from firms interested in providing professional services for the project listed above. Any questions concerning this solicitation must be addressed to the Agency Project Coordinator listed below.

**RESUME DEADLINE TIME:** 3:00 PM      **NUMBER OF COPIES:** 6

**DESCRIPTION OF PROFESSIONAL SERVICES ANTICIPATED FOR PROJECT:** Design services will include the layout and engineering design for additional Columbaria (980 - 1,000 additional burial niches). The selected firm will initially meet with the Architect of the Veterans Cemetery Grants Program, US Dept of Veterans Affairs, and then provide a preliminary design and cost estimate. The procurement of bid documents and construction administration services are contingent upon approval of a federal grant.

**OTHER SPECIAL QUALIFICATIONS REQUIRED:** \_\_\_\_\_ N/A

**ANTICIPATED CONSTRUCTION COST RANGE:** \$ 1,000,000 to \$ 1,200,000 N/A

**AGENCY PROJECT COORDINATOR:** Howard Metcalf, Director, SC Division of Veterans' Affairs

**ADDRESS:** Street/PO Box: 1205 Pendleton Street, Suite 463

**City:** Columbia      **State:** SC      **ZIP:** 29201-

**EMAIL:** howard.metcalf@admin.sc.gov      **TELEPHONE:** 803.74.0200

**INTERESTED FIRMS SHOULD SUBMIT THE FOLLOWING:**

1. A Current STANDARD FEDERAL FORM 330;
2. The Name and Contact Information, including Email, of a Primary Contact;
3. A Certification stating whether the Firm is a Resident of South Carolina (See SC Code §11-35-3215); and
4. Response to Selection Criteria set forth in SC Code §11-35-3220.

• **PUBLIC NOTICES:** All notices (Notice of Meetings; SE-212, Notification of Selection for Interviews; and SE-219, Notification of Selection for Contract Negotiation) shall be posted at the following location: Brown Building, Suite 463

• **LICENSURE:** To be considered for selection, persons or firms must be properly licensed in accordance with the requirements of Title 40 of the SC Code of Laws, as amended, at the time of resume submission.

• To submit confidential information, see <https://procurement.sc.gov/construction/ose-confidential>.

• In accordance with the South Carolina Green Purchasing Initiative, submittals cannot exceed 20 pages, front and back, including covers, which must be soft – no hard notebooks. The Standard Federal Form 330 is not included in this page count.

• All written communications with parties submitting information will be via email. Agency **WILL NOT** accept submittals via email.

• Any actual bidder, offeror, contractor or subcontractor who is aggrieved in connection with this solicitation or the intended award or award of a contract under this solicitation may protest to the State Engineer in accordance with § 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201. EMAIL: [protest-ose@mso.sc.gov](mailto:protest-ose@mso.sc.gov)

**APPROVED BY:** \_\_\_\_\_ **DATE:** 10-31-18  
*(OSE Project Manager)*

**INSTRUCTIONS TO THE AGENCY:**

1. Submit the completed SE-210 to the OSE Project Manager in MS Word format.
2. OSE Project Manager will review and send approved copy to SCBO and the Agency.