

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

**AGENCY:** Department of Administration - Division of Facilities Management and Property Services

**PROJECT NAME:** Columbia Mills Building - Replace HVAC Mechanical System (Annualized)

**PROJECT NUMBER:** D50-6118-LC **PROJECT LOCATION:** Columbia Mills Building

**DESCRIPTION OF PROJECT/PROFESSIONAL SERVICES:** (450 character limit)

HVAC Mechanical Engineering Services for the replacement of various mechanical systems located in the Columbia Mills Building. The scope of work address various annualized HVAC projects including, but not limited to, the replacement/upgrade of existing air handlers, steam to HW heat exchangers, humidifiers, pumps, pneumatic controls and building control systems. Contact Jared.Becknell@admin.sc.gov for HVAC System Assessment Study.

**RESUME DEADLINE DATE:** 03/15/2024 **TIME:** 12:00 PM **NO. OF COPIES: Printed:** 0 **Electronic:** 1

**ANTICIPATED PROJECT DELIVERY METHOD:**  Design-Bid-Build  CM-R  N/A

**AGENCY PROJECT COORDINATOR:** Jared Becknell

**EMAIL:** Jared.Becknell@admin.sc.gov **TELEPHONE:** (803) 734-0473

The Agency 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 above.

**RESUME DELIVERY ADDRESSES:**

**HAND-DELIVERY:**

**Attn:** Jared Becknell

915 Main Street, Rm. 207  
Columbia, SC 29201

**MAIL SERVICE:**

**Attn:** Jared Becknell

915 Main Street, Rm. 207  
Columbia, SC 29201

**DESCRIPTION OF PROFESSIONAL SERVICES/QUALIFICATIONS ANTICIPATED FOR PROJECT:**

HVAC Mechanical Engineering Services and Hazardous Materials Investigative Services

**ANTICIPATED CONSTRUCTION COST RANGE:** \$0 to \$0 **N/A:**

**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 (Meetings, Selection for Interviews, Notice of Intent to Award) shall be posted at the following location: Forsythe Building, 2nd Floor Bulletin Board, 915 Main Street, Columbia, SC 29201

- **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 Appendix I, OSE Manual, <https://procurement.sc.gov/manual>.

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

- All written communication with parties submitting information will be via email.

- Agency will accept submittals via email above (PDF file no larger than 10MB):  Yes  No

- 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 SC Code § 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201, email: [protest-ose@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov).

**APPROVED BY:** Lyth B. Clark, Jr

(OSE PROJECT MANAGER)

**DATE:** 02/29/2024