

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

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

**PROJECT NAME:** Governor's Mansion - Roof and HVAC Replacement

**PROJECT NUMBER:** D50-6175-PD **PROJECT LOCATION:** Governor's Mansion

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

Provide mechanical engineering services, structural engineering services, and building envelop design services, for the complete replacement of the HVAC system and roof system on the South Carolina Governor's Mansion. Scope of work will include replacing 3 AHU units in basement and two AHU on. Replacing all duct work, associated piping to include existing roof. PDF copies of resumes may be submitted by e-mail to [Dwight.Cathcart@Admin.sc.gov](mailto:Dwight.Cathcart@Admin.sc.gov).

**RESUME DEADLINE DATE:** 05/15/2025 **TIME:** 02:00 PM **NO. OF COPIES: Printed:** 0 **Electronic:** 1

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

**AGENCY PROJECT COORDINATOR:** Dwight Cathcart

**EMAIL:** [dwight.cathcart@admin.sc.gov](mailto:dwight.cathcart@admin.sc.gov) **TELEPHONE:** (803) 622-8818

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:** Dwight Cathcart II

SC Dept. of Admin - Div. of Fac. Mgmt.  
1200 Senate St. Col. SC 29201

**MAIL SERVICE:**

**Attn:** Dwight Cathcart II

SC Dept. of Admin - Div. of Fac. Mgmt.  
1200 Senate St. Col. SC 29201

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

Mechanical Design Services, Structural Engineering Design Services, and Building Envelop Services

**ANTICIPATED CONSTRUCTION COST RANGE:** \$2,000,000 to \$2,500,000 **N/A:**

**INTERESTED FIRMS SHOULD SUBMIT THE FOLLOWING:**

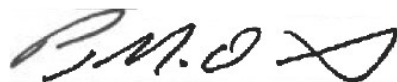
1. A Current STANDARD FEDERAL FORM 330;
2. The Name and Contact Information, including Email, of a Primary Contact;
3. A Certification stating whether the Firm is a Resident of South Carolina (See SC Code § 11-35-3215); and
4. Response to Selection Criteria set forth in SC Code § 11-35-3220.

- **PUBLIC NOTICES:** All notices (Meetings, Selection for Interviews, Notice of Intent to Award) shall be posted at the following location: Dept. of Admin. - Div. of Fac. Mgmt. & Prop. Svcs., 1200 Senate Street, Ste. 600, Columbia

- **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, it is preferred submittals not exceed 20 double-sided pages. The Standard Federal Form 330 is not included in the 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:**



(OSE PROJECT MANAGER)

**DATE:** 05/01/2025