

SE-610

INVITATION FOR INDEFINITE QUANTITY CONTRACT

AGENCY/OWNER: South Carolina Department of Administration

PROJECT NAME: IDQ - Construction Manager-Agent Services

PROJECT NUMBER: D50-P001-MJ

PROJECT LOCATION: Columbia Region, SC

DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES: Construction Management-Agent (CM-A) Services are required to manage a wide variety of deferred maintenance projects. The CM-A will provide services on all phases of project planning and construction, including preparation of all required state procurement documents and coordination of all design and construction services. The awarded firms must have knowledge of state procurement procedures and will report to a representative of the SC Dept of Administration for each project.

RESUME DEADLINE DATE: 7/9/2019 TIME: 2:00 pm NUMBER OF COPIES: 6

ANTICIPATED PROJECT DELIVERY METHOD: Design-Bid-Build ☒ N/A ☐

AGENCY PROJECT COORDINATOR: Ashlie Lancaster

EMAIL: Ashlie.Lancaster@admin.sc.gov TELEPHONE: 803-737-9822

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 above

RESUME DELIVERY ADDRESSES:

HAND-DELIVERY:

Attn: Ashlie Lancaster, Director FMPS

1200 Senate St, 6th Floor

Columbia, SC 29201

MAIL SERVICE:

Attn: Ashlie Lancaster, Director FMPS

1200 Senate St, 6th Floor

Columbia, SC 29201

CONTRACT INFORMATION

- | | |
|---|------------|
| 1. The contract period of the awarded Indefinite Quantity Contract (IDQ): | 2 years |
| 2. Maximum expenditures over the period of the awarded IDQ: | \$ 300,000 |
| 3. Maximum single project expenditure that will be allowed under the awarded IDQ: | \$ 100,000 |
| 4. Maximum number of IDQ's Agency may award under this solicitation: | 5 |

• 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, as amended.
- **PUBLIC NOTICES:** All notices (Notice of Meetings; SE-612, Notification of Selection for Interviews-IDQ; and SE-619, Notification of Selection for Contract Negotiation-IDQ) shall be posted at the following location: 1200 Senate St, 6th Floor, 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.
- 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.
- To submit confidential information, see <https://procurement.sc.gov/construction/ose-confidential>.
- 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 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

APPROVED BY:  (OSE Project Manager)

DATE: June 18, 2019

INSTRUCTIONS TO THE AGENCY:

1. Submit the completed SE-610 to the OSE Project Manager in MS Word format.
2. OSE Project Manager will review and send approved copy to SCBO and the Agency.