SE-655
INVITATION FOR TASK ORDER CONTRACT

AGENCY/OWNER: College of Charleston

PROJECT NAME: TOC - Mechanical Construction Services

PROJECT NUMBER: H15-C009-ML **CONSTRUCTION COST RANGE:** $ N/A

PROJECT LOCATION: College of Charleston properties and facilities

DESCRIPTION OF PROJECT/SERVICES: Work to include mechanical repair and replacement services at various College of Charleston facilities. Scope might include HVAC, plumbing, refrigeration, hydronics, HVAC controls, fire suppression, mechanical utilities, and ancillary equipment. Licensing must include PB5, HT5 and AC5.

SUBMITTAL DUE DATE: 4/15/2022 **TIME:** 3:00 PM **NO. OF COPIES: Printed:** 4 **Electronic:** 1

PROJECT DELIVERY METHOD: Design-Bid-Build

AGENCY PROJECT COORDINATOR: Matt Schram

EMAIL: schramwm@cofc.edu **TELEPHONE:** 843-953-2062

DOCUMENTS MAY BE OBTAINED FROM: Agency Project Coordinator (Matt Schram) via Email

- Contractors interested in submitting a proposal must contact the Agency Project Coordinator and obtain a Contractor's Statement of Qualifications & Questionnaire. The Contractor will review the Selection Criteria listed in the form and verify it can meet or exceed the Criteria. The Contractor will complete the form, provide any additional documentation required by the Criteria, and submit it to the Agency at the address noted below by the submittal due date and time noted above.
- Contractor will be required to provide Performance and Labor and Material Payment Bonds for each Task Order, each in the amount of 100% of the contract price.
- Task Order Contracts and Task Orders will be awarded in accordance with Chapter 9 of *Manual for Planning and Execution of State Permanent Improvements* found at: https://procurement.sc.gov/manual
- **PUBLIC NOTICES:** All notices (Notice of Meetings, Notice of Intent to Award Task Order Contract) shall be posted at the following location: 133 Calhoun Street, Charleston, SC 29424
- **LICENSURE:** To be considered for selection, contractor 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, https://procurement.sc.gov/files/ose/Submitting_Confidential_Information_and_Redacted_Offers.pdf.
- 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.
- All written communications 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 Section 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201. EMAIL: protest-ose@mmo.sc.gov

CONTRACT INFORMATION

1.	The contract period of the awarded Task Order Contract (TOC):	3 years with two 1-year extensions
2.	Maximum expenditures over the period of the awarded TOC:	$ 4,000,000.00
3.	Minimum single task order expenditure that will be allowed under the awarded TOC:	$ 90,000.00
4.	Maximum single task order expenditure that will be allowed under the awarded TOC:	$ 350,000.00
5.	Number of TOC's Agency must award under this solicitation:	4

SUBMITTAL DELIVERY ADDRESSES:

HAND-DELIVERY:
Attn: Matt Schram
133 Calhoun Street
Charleston, SC 29424

MAIL SERVICE:
Attn: Matt Schram
133 Calhoun Street
Charleston, SC 29424

APPROVED BY: _____ **DATE:** 3/11/2022
(OSE Project Manager)

INSTRUCTIONS TO THE AGENCY:

1. Submit a copy of the completed SE-655 to the OSE Project Manager in MS Word format.
2. OSE Project Manager will review and send approved copy to SCBO and the Agency