

SE-210

INVITATION FOR PROFESSIONAL SERVICES

AGENCY/OWNER: Horry-Georgetown Technical College

PROJECT NAME: HGTC - Upgrades and Replacements Multiple HVAC Units on Conway and Georgetown Campuses

PROJECT NUMBER: H59-6213-ML and H59-6214-ML

PROJECT LOCATION: Conway and Myrtle Beach, SC

DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES: Mecanical Engineer needed to prepare drawings and bid package as well as oversite of two projects. Based on a feasibility study, HGTC wishes to replace multiple HVAC units on it's Conway and Grand Strand campuses.

RESUME DEADLINE DATE: 6/23/22 **TIME:** 4:00 p.m. **NO. OF COPIES: Printed:** 4 **Electronic:** 1

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

AGENCY PROJECT COORDINATOR: Kevin Brown

EMAIL: kevin.brown@hgtc.edu

TELEPHONE: 843-349-5398

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: Dianna Cecala, Procurement Office
2050 Hwy 501 E, Bldg. 100, Room 120
Conway, SC 29526

MAIL SERVICE:

Attn: Dianna Cecala, Procurement Office
PO Box 261966
Conway, SC 29528

DESCRIPTION OF PROFESSIONAL SERVICES ANTICIPATED FOR PROJECT: HVAC design services and bid package for the purchase and installation of equipment. Also, oversight for the installation process. Must have knowledge of the SC State procurement processes.

OTHER SPECIAL QUALIFICATIONS REQUIRED: _____ **N/A**

ANTICIPATED CONSTRUCTION COST RANGE: \$ 2,500,000.00 to \$ 3,000,000.00 **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 (Notice of Meetings; Notification of Selection for Interviews; and Notification of Selection for Contract Negotiation) shall be posted at the following location: www.hgtc.edu/purchasing (Construction Project Solicitations & Awards)

• **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 communications with parties submitting information will be via email.

• Agency will accept submittals via email above (PDF file no larger than 20MB): **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 § 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201. EMAIL: protest-ose@mso.sc.gov

APPROVED BY: _____


 (OSE Project Manager)

DATE: 6/2/2022

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.