

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: Department of Education

PROJECT NAME: Interior Design Services for SCDE New Building

PROJECT NUMBER: H63-N046-MJ

PROJECT LOCATION: SC Department of Education Farmer's Market Building

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

SCDE is requesting qualifications from interested design firms for planning, evaluation and purchasing of various art mediums that will be thoughtfully placed throughout the new building, which will be located at the SC Farmers Market in West Columbia, SC.

RESUME DEADLINE DATE: 12/29/2023 TIME: 02:30 PM NO. OF COPIES: Printed: 5 Electronic: 1

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

AGENCY PROJECT COORDINATOR: Elsie Montgomery

EMAIL: emontgomery@ed.sc.gov

TELEPHONE: (803) 734-8428

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: Elsie Montgomery

Procurement, SCDE, 1429 Senate Street  
Columbia, SC 29201

### MAIL SERVICE:

Attn: SC Department of Education

Office of Procurement, 1429 Senate Street  
Columbia, SC 29201

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

Interior design 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: <https://ed.sc.gov/finance/procurement/>

- **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@mso.sc.gov](mailto:protest-ose@mso.sc.gov).

APPROVED BY: 

DATE: 12/06/2023

(OSE PROJECT MANAGER)