

SE-210

INVITATION FOR PROFESSIONAL SERVICES

AGENCY: South Carolina Department of Mental Health

PROJECT NAME: Coastal Empire Community MHC HVAC, Sprinkler System, and Fire Alarm Replacement

PROJECT NUMBER: J12-9807-LC

PROJECT LOCATION: 1050 Ribaut Rd., Beaufort, SC 29902

DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES: This project is to replace mechanical equipment, fire alarm system, and sprinkler system for the Coastal Empire Mental Health Center. The building was built in 1995 and is 16,766 square feet. All work will be phased as the building will remain occupied during construction. Use link to access existing building drawings/information: <http://buildingprojects.scdmh.org/2022/04/15/coastal-empire-mhc-drawings/>

RESUME DEADLINE DATE: 9/29/22 TIME: 2:00pm NO. OF COPIES: Printed: 6 Electronic: 1

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

AGENCY PROJECT COORDINATOR: Michael Montgomery

EMAIL: michael.montgomery@scdmh.org

TELEPHONE: (803)622-8719

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: Michael Montgomery

7901 Farrow Road, Bldg. 4 PPSE

Columbia, SC 29203

MAIL SERVICE:

Attn: Michael Montgomery

7901 Farrow Road, Bldg. 4 PPSE

Columbia, SC 29203

DESCRIPTION OF PROFESSIONAL SERVICES ANTICIPATED FOR PROJECT: A&E Services for design, bidding, and contract administration.

ANTICIPATED CONSTRUCTION COST RANGE: \$ 900,000.00 to \$ 1,203,000.00 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 (Meetings, Selection for Interviews, Notice of Intent to Award) shall be posted at the following location: Building 4, 7901 Farrow Road, Columbia, SC 29203

• **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 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 § 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201. EMAIL: protest-osc@mimo.sc.gov

APPROVED BY:

Lyth B. Clark, Jr.
(OSE Project Manager)

DATE: September 6, 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.