

SE-610

INVITATION FOR PROFESSIONAL SERVICES INDEFINITE DELIVERY CONTRACT

AGENCY/OWNER: South Carolina Department of Corrections

PROJECT NAME: SCDC - Civil Engineering IDC

PROJECT NUMBER: N04-D054-MJ

PROJECT LOCATION: South Carolina Department of Corrections (SCDC) - Statewide Correctional Institutions and Support Facilities

DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES: Provide civil engineering & surveying services for site development on building renovations & new construction projects. The scope of work may consist of feasibility studies, cost estimating, design documents thru record document phase & specification preparation, submission for permit documents for approval of regulatory authorities, bidding & construction administration as required to design various associated grading & earthwork and subsurface utility systems (water, sewer and stormwater).

RESUME DEADLINE DATE: 06/14/2018

ANTICIPATED PROJECT DELIVERY METHOD: Design-Bid-Build

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 below.

RESUME DEADLINE TIME: 12:00 pm **NUMBER OF COPIES:** 7

CONTRACT INFORMATION

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|---|---|
| 1. The contract period of the awarded Indefinite Delivery Contract (IDC): | <u>Two (2) years</u> |
| 2. Maximum expenditures over the period of the awarded IDC: | <u>\$ 300,000</u> |
| 3. Maximum single project expenditure that will be allowed under the awarded IDC: | <u>\$ 100,000</u> |
| 4. Maximum number of IDC's Agency may award under this solicitation: | <u>Two (2)</u> |
| 5. Terms and Conditions of the IDC may be viewed at: | <u>Scan In/Out Room #200 - SCDC Division of Facilities Management</u> |

AGENCY PROJECT COORDINATOR: Sharon Scott

ADDRESS: Street/PO Box: South Carolina Department of Corrections - Division of Facilities Management, 4322 Broad River Road

City: Columbia

State: SC

ZIP: 29210-

EMAIL: scott.sharon@doc.sc.gov

TELEPHONE: 803-896-1713

• 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-IDC; and SE-619, Notification of Selection for Contract Negotiation-IDC) shall be posted at the following location: Scan In/Out Room # 200 - SCDC Div. of Fac. Mgmt.
- **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@mso.sc.gov

APPROVED BY: 
(OSE Project Manager)

DATE: 5/18/18

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.