

SE-210

## INVITATION FOR PROFESSIONAL SERVICES

AGENCY/OWNER: The CitadelPROJECT NAME: Master PlanningPROJECT NUMBER: H09-N174-PGPROJECT LOCATION: The Citadel, 171 Moultrie St, Charleston, SC 29409

**DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES:** Architectural and/or engineering services to establish a comprehensive master plan for The Citadel campus. Services include analysis of the campus' development capability and capacity to perform current, programmed, and potential future strategic plans. For more information, see the full advertisement at [www.citadel.edu/ofeprojects](http://www.citadel.edu/ofeprojects).

RESUME DEADLINE DATE: 7/2/2019ANTICIPATED PROJECT DELIVERY METHOD: \_\_\_\_\_ N/A 

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: 4:00PMNUMBER OF COPIES: Five (5)

## RESUME DELIVERY ADDRESSES:

HAND-DELIVERY: UPS / FedEx

MAIL SERVICE:

Attn: Kathleen M. Dille, Resident ArchitectAttn: Kathleen M. Dille, Resident ArchitectThe Citadel, Facilities & EngineeringThe Citadel, Facilities & Engineering520 Wilson Ave, Charleston, SC 29409171 Moultrie Street, Charleston, SC 29409

**DESCRIPTION OF PROFESSIONAL SERVICES ANTICIPATED FOR PROJECT:** Create a Comprehensive Master Plan which establishes a systematic framework for informing decision-making on the physical development of The Citadel campus and its environs. This would include dividing the campus into identifiable planning districts based on geographical features, land use patterns and building types (Academic, Housing, Athletic, Barracks, etc.), and/or transportation networks.

**OTHER SPECIAL QUALIFICATIONS REQUIRED:** Incorporate the concepts and principles of sustainable planning into all campus development planning and infrastructure projects. N/A

ANTICIPATED CONSTRUCTION COST RANGE: \$ \_\_\_\_\_ to \$ \_\_\_\_\_ N/A

AGENCY PROJECT COORDINATOR: Kathleen M. Dille, Resident ArchitectEMAIL: kdille@citadel.eduTELEPHONE: 843-953-7063**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; SE-212, Notification of Selection for Interviews; and SE-219, Notification of Selection for Contract Negotiation) shall be posted at the following location: Facilities & Engineering building, Lobby bulletin board
  - **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 <https://procurement.sc.gov/construction/ose-confidential>.
  - 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.
  - 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 § 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: \_\_\_\_\_

*(OSE Project Manager)*DATE: 6/11/19**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.