

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: DDSN - Disabilities & Special Needs Department

PROJECT NAME: WC - Building 201 - Renovations

PROJECT NUMBER: J16-9959-SG PROJECT LOCATION: 201 Central Sq (A)

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

A/E services for exterior/interior renovations to include: ceiling grid/tile, wall finish and repair, flooring, door replacement, complete roof replacement of approx. 19000 sq-ft low-slope, bitumen shingle roof and metal flashing. Also to include renovations to the building's electrical and mechanical systems. Projected located at SCDDSN Whitten Center - 28373 Highway 76 E, Clinton, SC 29325.

RESUME DEADLINE DATE: 01/16/2024 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: Seth Leslie

EMAIL: [seth.leslie@ddsn.sc.gov](mailto:seth.leslie@ddsn.sc.gov) TELEPHONE: (803) 898-9712

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: Seth Leslie

SCDDSN Engineering & Planning  
3440 Harden Street Ext Suite 178 Columbia, SC

**MAIL SERVICE:**

Attn: Seth Leslie

SCDDSN Engineering & Planning  
3440 Harden Street Ext Suite 178 Columbia, SC

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

A/E services, interior/exterior renovation, roof replacement, mechanical and electrical systems

ANTICIPATED CONSTRUCTION COST RANGE: \$0 to \$2,500,000 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: SCDDSN Engineering & Planning Suite 178, 3440 Harden Street Extension, 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 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:   
(OSE PROJECT MANAGER)

DATE: 12/15/2023