

SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: Department of Administration - Division of Facilities Management and Property Services

PROJECT NAME: Otarre Parkway Densification and Build Out

PROJECT NUMBER: D50-T012-PG **PROJECT LOCATION:** Cayce, SC 29172

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

A/E Design Services to reconfigure and add workstations to accommodate additional staff, to add an enclosed public area for the Department of Public Health Vital Records section to include a dry fire suppression system, to add 2 service counters for the Department of Mental Health and to add approximately 300 parking spaces to the existing parking areas.

RESUME DEADLINE DATE: 03/15/2024 **TIME:** 04:00 PM **NO. OF COPIES: Printed:** 0 **Electronic:** 1

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

AGENCY PROJECT COORDINATOR: Ashlie Lancaster

EMAIL: Ashlie.Lancaster@admin.sc.gov **TELEPHONE:** (803) 737-9822

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: Ashlie Lancaster

1200 Senate Street, Room 617

Columbia, SC 29201

MAIL SERVICE:

Attn: Ashlie Lancaster

1200 Senate Street, Room 617

Columbia, SC 29201

DESCRIPTION OF PROFESSIONAL SERVICES/QUALIFICATIONS ANTICIPATED FOR PROJECT:

See Description of Project/Professional Services

ANTICIPATED CONSTRUCTION COST RANGE: \$5,000,000 to \$5,500,000 **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: 1200 Senate Street, 6th Floor, Columbia SC 29201

- **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@mmo.sc.gov.

APPROVED BY: 
(OSE PROJECT MANAGER)

DATE: 02/12/2024