

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: Adjutant General's Office

PROJECT NAME: Building Inventory and Condition Assessment 2023-2024

PROJECT NUMBER: E24-N302-CB PROJECT LOCATION: Statewide

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

Provide the SC Army National Guard with technical assistance in physically completing inventory and condition assessments of real property buildings utilizing the BUILDER SMS application. Firms should have a minimum of 4- years experience in data collection and data input into BUILDER SMS.

RESUME DEADLINE DATE: 06/08/2023 TIME: 02:00 PM NO. OF COPIES: Printed: 5 Electronic: 1

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

AGENCY PROJECT COORDINATOR: Thomas C Kaiser

EMAIL: thomas.kaiser@scmd.sc.gov TELEPHONE: (803) 299-4157

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 J Young

OTAG-CFMO

1 National Guard Rd., Columbia SC 29201

**MAIL SERVICE:**

Attn: Michael J Young

OTAG-CFMO

1 National Guard Rd., Columbia SC 29201

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

The firm shall provide all personnel, equipment, supplies, transportation, tools, materials, supervision, and all other items and nonpersonal services necessary to assist the SCARNG in completing a real property assessment in BUILDER SMS.

ANTICIPATED CONSTRUCTION COST RANGE: \$500,000 to \$600,000 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: Lobby - Office of the Adjutant General, 1 National Guard Rd 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@mso.sc.gov](mailto:protest-ose@mso.sc.gov).

APPROVED BY:



DATE: 05/15/2023

(OSE PROJECT MANAGER)