SE-210
INVITATION FOR PROFESSIONAL SERVICES

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

PROJECT NAME: SC Department of Archives and History Building - Exhibit Space Expansion

PROJECT NUMBER: D50-T019-SB **PROJECT LOCATION:** 8301 Parklane Rd., Columbia, SC 29223

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

Provide A/E & CA services to expand the existing exhibit and event spaces and increase courtyard utilization at the SC Dept. of Archives & History Building. The scope includes renovating the curtain wall, increasing the building envelope, constructing a new roof section, installing a new HVAC system, and modifying existing systems. Project narrative available upon request.

RESUME DEADLINE DATE: 12/08/2026 **TIME:** 02:00 PM **NO. OF COPIES: Printed:** 0 **Electronic:** 1

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

AGENCY PROJECT COORDINATOR: Alfredo Toral

EMAIL: alfredo.toral@admin.sc.gov **TELEPHONE:** (803) 734-0176

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: Alfredo Toral (Submission Enclosed)
915 Main Street, Rm. 203
Columbia, SC 29201

MAIL SERVICE:

Attn: Alfredo Toral (Submission Enclosed)
915 Main Street, Rm. 203
Columbia, SC 29201

DESCRIPTION OF PROFESSIONAL SERVICES/QUALIFICATIONS ANTICIPATED FOR PROJECT:

Architectural and MEP design services, fire protection/life safety design services, and hazardous materials inspection/testing services.

ANTICIPATED CONSTRUCTION COST RANGE: $2,500,000 **to** $2,950,000 **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: 2nd Floor Bulletin Board, 915 Main Street, 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, it is preferred submittals not exceed 20 double-sided pages. The Standard Federal Form 330 is not included in the 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, 1333 Main Street, Suite 700, Columbia, SC 29201, email: protest-ose@mmo.sc.gov.

APPROVED BY:  **DATE:** 11/09/2026

(OSE PROJECT MANAGER)