

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: DJJ - Department of Juvenile Justice

PROJECT NAME: Birchwood High School Renovation

PROJECT NUMBER: N12-9641-SB

PROJECT LOCATION: Birchwood High School

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

The scope of this project is to provide PH II A/E services for a renovation at Birchwood High School and Vocational Building. Scope includes upgrading and adding smoke purge to the HVAC system at the High School and Replacing exterior windows, hardening ceilings, painting, floor coverings, bathroom improvements, and fire safety/alarm upgrades for both buildings.

RESUME DEADLINE DATE: 02/05/2026 TIME: 01:00 PM NO. OF COPIES: Printed: 1 Electronic: 1

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

AGENCY PROJECT COORDINATOR: David Smith

EMAIL: DavidGSmith@djj.sc.gov

TELEPHONE: (803) 960-5003

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: David Smith

1720 Shivers Road

Columbia SC, 29210

**MAIL SERVICE:**

Attn: David Smith

1720 Shivers Road

Columbia SC, 29210

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

Provide design, construction documents and specifications, bid process administration and construction administration.

ANTICIPATED CONSTRUCTION COST RANGE: \$6,500,000 to \$6,800,000 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: 1720 Shivers Road, Columbia SC, 29210

- **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](mailto:protest-ose@mmo.sc.gov).

APPROVED BY:



(OSE PROJECT MANAGER)

DATE: 12/18/2025