

# SE-610 INVITATION FOR INDEFINITE QUANTITY CONTRACT

AGENCY: USC - Columbia

CONTRACT NAME: IDQ - Architectural Services

CONTRACT NUMBER: H27-P092-CB

CONTRACT LOCATION: System Campus Wide

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

Architectural Services Consultant firms to provide design services, including, but not limited to renovations, repairs, maintenance, and new construction for miscellaneous projects. Some work orders issued under this contract may require the firm to coordinate the work of other University consultants (i.e. engineers, inspecting firms, LEED consultants, and others as needed). Minority and small business participants is encouraged.

RESUME DEADLINE DATE: 12/09/2024 TIME: 03:00 PM NO. OF COPIES: Printed: 0 Electronic: 1

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

AGENCY CONTRACT COORDINATOR: Samuel Andrews

EMAIL: sjal@mailbox.sc.edu TELEPHONE: (803) 777-3489

The Agency requests qualifications from firms interested in providing professional services for the contract listed above. Any questions concerning this solicitation must be addressed to the Agency Contract Coordinator listed above.

## RESUME DELIVERY ADDRESSES:

### HAND-DELIVERY:

Attn: Samuel Andrews (Project Enclosed H27-P092-CB)

1600 Hampton Street, Suite 606  
Columbia, SC 29208

### MAIL SERVICE:

Attn: Samuel Andrews (Project Enclosed H27-P092-CB)

1600 Hampton Street, Suite 606  
Columbia, SC 29208

## CONTRACT INFORMATION:

1. The contract period of the awarded Indefinite Quantity Contract (IDQ):	<u>2 Years</u>
2. Maximum expenditures over the period of the awarded IDQ:	<u>\$500,000.00</u>
3. Maximum single Delivery Order expenditure that will be allowed under the awarded IDQ:	<u>\$200,000.00</u>
4. Maximum number of IDQ's Agency may award under this solicitation:	<u>10</u>

## • 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, as amended.

- **PUBLIC NOTICES:** All notices (Meetings, Selection for Interviews-IDQ, and Notice of Intent to Award IDQ Contract) shall be posted at the following location:  
<http://supplier.ps.sc.edu>

- **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: 11/22/2024

(OSE PROJECT MANAGER)

IDQ – Architectural Services – H27-P052-CB

Description of Professional Services Anticipated for Project:

The University of South Carolina will be selecting up to ten (10) architectural consulting firms to provide design services, including, but not limited to, renovations, repairs, maintenance, and new construction for miscellaneous projects. Some work orders issued under this contract may require the firm to coordinate the work of other University consultants (e.g. engineers, inspecting firms, LEED consultants, and others as needed) to complete the design of assigned projects. Experience working with state agencies preferred. Also, experience working on an "on call" or "as needed" basis is preferred. The University reserves the right to select several firms located in the proximity of regional campuses. At the discretion of the University, selected architects could be asked to provide services at any USC campus. There will be no travel and/or meal reimbursement for projects within a 50 mile radius of the principal's office. Local firms will be given preference. Minority and small business participation is encouraged.