

SE-610

INVITATION FOR INDEFINITE QUANTITY CONTRACT

AGENCY: Clemson University
 CONTRACT NAME: IDQ- Architectural Services
 CONTRACT NUMBER: H12-P020-SG
 CONTRACT LOCATION: Clemson University
 DESCRIPTION OF CONTRACT PROFESSIONAL SERVICES: Architecture and related services
 RESUME DEADLINE DATE: 6/14/2022 TIME: 2:00 NO. OF COPIES:
 Printed: 3 Electronic: 1
 ANTICIPATED PROJECT DELIVERY METHOD: Design-Bid-Build N/A
 AGENCY CONTRACT COORDINATOR: Gerald Vander Mey
 EMAIL: vgerald@clemson.edu TELEPHONE: 864-986-1271

The Agency/Owner 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 Contract Coordinator listed above

RESUME DELIVERY ADDRESSES:

HAND-DELIVERY:

Attn: Claudia Johnson
280 Seneca Creek Road, Seneca, SC 29678

MAIL SERVICE:

Attn: Claudia Johnson
280 Seneca Creek Road, Clemson, SC 29634

CONTRACT INFORMATION

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| 1. The Contract period of the awarded Indefinite Quantity Contract (IDQ): | <u>one year with an option for a second year</u> |
| 2. Maximum expenditures over the period of the awarded IDQ: | <u>\$ 500,000</u> |
| 3. Maximum single Delivery Order expenditure that will be allowed under the awarded IDQ: | <u>\$ 200,000</u> |
| 4. Maximum number of IDQ's Agency may award under this solicitation: | <u>7</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 Selection for Contract Negotiation-IDQ) shall be posted at the following location: <https://cufacilities.sites.clemson.edu/planning/ae-selections>

• **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 communications 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 or email to protest-ose@mso.sc.gov.

APPROVED BY: Stanley D. Gailley
(OSE Project Manager)

DATE: 5/25/2022

INSTRUCTIONS TO THE AGENCY:

1. Submit the completed SE-610 to the OSE Project Manager in MS Word format.
2. OSE Project Manager will review and send approved copy to SCBO and the Agency.