

## SE-610

# INVITATION FOR INDEFINITE QUANTITY CONTRACT

**AGENCY/OWNER:** Clemson University / Board of Trustees

**PROJECT NAME:** Indefinite Quantity Contract for Electrical Engineering and Related Services

**PROJECT NUMBER:** H12-P005-JM

**PROJECT LOCATION:** Clemson University

**DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES:** Provide professional electrical engineering services necessary for a broad range of potential electrical engineering projects including Arc Flash Risk Assessment, design development, feasibility studies, failure analysis, specification preparation and construction administration as required. Typical work will include renovations and/or studies on existing facilities and buildings. Please email submittals, 10MB maximum file size, to the Agency Project Coordinator. Submittals should be optimized for electronic reading, no tabs, etc.

**RESUME DEADLINE DATE:** 12/16/2019 **TIME:** 3:00 PM **NUMBER OF COPIES:** 1 pdf

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

**AGENCY PROJECT COORDINATOR:** Peter M. Knudsen

**EMAIL:** pknudse@clemson.edu **TELEPHONE:** 864-744-8020

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 Project Coordinator listed above.

### RESUME DELIVERY ADDRESSES:

#### HAND-DELIVERY:

Attn: Peter M. Knudsen

Gentry Hall, 191 Old Greenville Hwy.

Clemson, SC 29634

#### MAIL SERVICE:

Attn: Peter M. Knudsen

Gentry Hall, 191 Old Greenville Hwy

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 to extend 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>3</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 (Notice of Meetings; SE-612, Notification of Selection for Interviews-IDQ; and SE-619, Notification of 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.
- In accordance with the South Carolina Green Purchasing Initiative, submittals cannot exceed 20 pages, front and back, including covers, which must be soft – no hard notebooks. The Standard Federal Form 330 is not included in this page count.
- To submit confidential information, see <https://procurement.sc.gov/construction/ose-confidential>.
- All written communications with parties submitting information will be via email. Agency **WILL** accept submittals via email.
- 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@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov)

**APPROVED BY:** \_\_\_\_\_

  
(OSE Project Manager)

**DATE:** 11/18/19

### 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.