

# SE-655 INVITATION FOR TASK ORDER CONTRACT

AGENCY: The Citadel

CONTRACT NAME: TOC - Electrical Construction Services

CONTRACT NUMBER: H09-C008-JM

CONSTRUCTION COST RANGE: \$ N/A

CONTRACT LOCATION: The Citadel

## DESCRIPTION OF PROJECT/SERVICES:

Provide electrical construction services on an "as-needed" basis over the term of the contract. Services include equipment, installation and repairs to electrical systems of campus buildings. Contractor must be licensed as required by the SC Contractor's Licensing Board of SC LLR for work covered in this solicitation. One flash drive should be submitted with printed copies.

SUBMITTAL DUE DATE: 09/12/2023 TIME: 03:00 PM NO. OF COPIES: Printed: 3 Electronic: 1

PROJECT DELIVERY METHOD: Design-Bid-Build

AGENCY PROJECT COORDINATOR: Kathleen M. Dille, Architect, Director of Construction Management

EMAIL: kdille@citadel.edu

TELEPHONE: (843) 953-7063

DOCUMENTS MAY BE OBTAINED FROM: Kathleen M. Dille, Architect, Director of Construction Management

- Contractors interested in submitting a proposal must contact the Agency Project Coordinator and obtain a Contractor's Statement of Qualifications & Questionnaire. The Contractor will review the Selection Criteria listed in the form and verify it can meet or exceed the Criteria. The Contractor will complete the form, provide any additional documentation required by the Criteria, and submit it to the Agency at the address noted below by the submittal due date and time noted above.
- Contractor will be required to provide Performance and Labor and Material Payment Bonds for each Task Order, each in the amount of 100% of the contract price.
- Task Order Contracts and Task Orders will be awarded in accordance with Chapter 9 of *Manual for Planning and Execution of State Permanent Improvements* found at <https://procurement.sc.gov/manual>
- PUBLIC NOTICES:** All notices (Meetings, Intent to Award TOC) shall be posted at the following location: Facilities & Engineering Project Information website [www.citadel.edu/ofeprojects](http://www.citadel.edu/ofeprojects) and Facilities Lobby bulletin board.
- 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.
- 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@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov).

## CONTRACT INFORMATION:

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|--|---|
| 1. The contract period of the awarded Task Order Contract (TOC):                     | <u>3 years with two 1-year extensions</u> |
| 2. Maximum expenditures over the period of the awarded TOC:                          | <u>\$4,000,000.00</u>                     |
| 3. Maximum single task order expenditure that will be allowed under the awarded TOC: | <u>\$90,000.00</u>                        |
| 4. Maximum single task order expenditure that will be allowed under the awarded TOC: | <u>\$350,000.00</u>                       |
| 5. Number of TOC's Agency must award under this solicitation:                        | <u>4</u>                                  |

## SUBMITTAL DELIVERY ADDRESSES:

### HAND-DELIVERY:

Attn: UPS & Fedex: Kathleen M. Dille, Architect

The Citadel, 520 Wilson Avenue

Charleston, SC 29409

### MAIL SERVICE:

Attn: USPS: Kathleen M. Dille, Architect

The Citadel, 171 Moultrie Street

Charleston, SC 29409

APPROVED BY:



(OSE PROJECT MANAGER)

DATE: 08/21/2023