

SE-610

INVITATION FOR INDEFINITE QUANTITY CONTRACT

AGENCY/OWNER: University of South Carolina

PROJECT NAME: Mechanical Engineering Services - Indefinite Quantity Contract

PROJECT NUMBER: H27-P017-FW

PROJECT LOCATION: UofSC System Wide Campuses

DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES: Uof SC requests letters of interest and a current resume of qualifications from persons or firms interested in providing mechanical engineering services on an as-needed basis for the Uof SC System wide campuses. The scope of work may consist of feasibility studies, cost estimating, design documents and specification preparation, as required to design various HVAC and plumbing systems. Additional information at https://sc.edu/about/offices_and_divisions/purchasing/index.php

RESUME DEADLINE DATE: 1/28/2021 **TIME:** 3:00 PM **NUMBER OF COPIES:** 8 hard and 1 electronic copy

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

AGENCY PROJECT COORDINATOR: Michelle Robinson, CPPB

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

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: Michelle Robinson, CPPB
1600 Hampton Street, Suite 606
Columbia, SC 29208

MAIL SERVICE:

Attn: Michelle Robinson, CPPB
1600 Hampton Street, Suite 606
Columbia, SC 29208

CONTRACT INFORMATION

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| 1. The Contract period of the awarded Indefinite Quantity Contract (IDQ): | <u>Two (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>Five (5)</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; Notification of Selection for Interviews-IDQ; and Notification of Selection for Contract Negotiation-IDQ) shall be posted at the following location: 1600 Hampton Street, Suite 606, Columbia SC 29208
 - **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 <https://procurement.sc.gov/construction/ose-confidential>.
 - 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.
 - All written communications with parties submitting information will be via email.
 - Agency will accept submittals via email above: **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

APPROVED BY: *Fred Walker*
(OSE Project Manager)

DATE: 1/11/2021

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.

Indefinite Quantity Contract – Mechanical Engineering Consultant – H27-P017-FW

Provide all mechanical engineering services on an as-needed basis for the University of South Carolina system wide campuses. The term of the Indefinite Quantity Contract (IDQ) is two (2) years, with a maximum contract value of \$500,000.00. A single delivery order has a maximum of \$200,000.00.

The scope of work for this contract may consist of feasibility studies, cost estimating, design documents & specification preparation, as required to design various HVAC & plumbing systems. Many systems will interface with the campus central energy distribution systems, consisting of large boilers, chillers & distribution pumps & piping. Some delivery orders executed under this IDQ may require coordination of work with other University consultants, i.e. architects, engineers, inspection & testing firms, etc.

In accordance with the State of South Carolina Preference for resident design service (SC Code 11-35-3215) all businesses responding shall submit a certification with its response stating whether the business is a resident of South Carolina. The University intends to award up to five (5) contracts.

At the discretion of the University, selected firms could be asked to provide services at any UofSC campus around the state. There will be no travel reimbursement for projects within a 50-mile radius of the principal's office. Small business and minority participation are strongly encouraged.