

SE-610

## INVITATION FOR INDEFINITE QUANTITY CONTRACT

AGENCY/OWNER: University of South CarolinaPROJECT NAME: IDQ - Civil Engineering and Surveying ServicesPROJECT NUMBER: H27-P034-MJPROJECT LOCATION: University of South Carolina System wide campuses

**DESCRIPTION OF PROJECT / PROFESSIONAL SERVICES:** UofSC is seeking qualified firms to provide topographic/boundary surveying, utility locations, civil engineering design and consultation. Services also include construction cost estimating and observation, and civil feasibility studies. Additional information can be found at: Purchasing Department - Purchasing | University of South Carolina (sc.edu). Small and Minority Business participation is strongly encouraged.

RESUME DEADLINE DATE: 5/4/2021 TIME: 3:00 PM NO. OF COPIES: Printed: 8 Electronic: 1ANTICIPATED PROJECT DELIVERY METHOD: Design-Bid-Build  N/A AGENCY PROJECT COORDINATOR: Michelle Robinson, CPPBEMAIL: marobins@mailbox.sc.eduTELEPHONE: (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, CPPB1600 Hampton St., Suite 606Columbia SC 29208**MAIL SERVICE:**Attn: Michelle Robinson, CPPB1600 Hampton St., Suite 606Columbia SC 29208**CONTRACT INFORMATION**

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|--|----------------------|
| 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>5</u>             |

**INTERESTED FIRMS SHOULD SUBMIT THE FOLLOWING:**

- A Current STANDARD FEDERAL FORM 330;
  - The Name and Contact Information, including Email, of a Primary Contact;
  - A Certification stating whether the Firm is a Resident of South Carolina (See SC Code §11-35-3215); and
  - 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 St., Ste. 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 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. EMAIL: [protest-ose@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov)

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



(OSE Project Manager)

DATE: 4/6/21**INSTRUCTIONS TO THE AGENCY:**

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

## Project Description for Civil Engineering & Surveying Services Indefinite Quantity Contracts

The University of South Carolina is seeking the services of civil and surveying engineering firms (up to five) to provide topographic/boundary surveying, utility locations, civil engineering design & consultation, construction cost estimating & observation, and civil feasibility studies. Experience working with State agencies, working on an "on call" or "as needed basis" is preferred. Contract will be for a two year term. "Total fees shall not exceed \$500,000.00 (to include reimbursable expenses). No single work order shall exceed \$200,000.00. **Small and Minority business participation is strongly encouraged.**