Invitation for Architectural-Engineering, Land Surveying Services or Construction Management-Agent Services

PROJECT NAME.: Indefinite Delivery Contract - Civil Engineering Services
PROJECT NO: H59-D820-PD
PROJECT LOCATION: Horry-Georgetown Technical College, Conway, SC

SCBO NOTES 1, 4 and 5 APPLY TO THIS INVITATION

The Professional may be subject to a performance appraisal at the close of the project.
Any questions concerning the terms and conditions of the proposed contract must be addressed to the Agency Coordinator listed below.

PUBLIC NOTICES: All notices (Notice of Meetings, Notice for Selection for Interviews SE-212, and Notification for Selection for Contract Negotiation SE-219) shall be posted at the following location: HGTC Procurement Website at www.hgtc.edu/purchasing

DESCRIPTION OF PROJECT: See Attached

ANTICIPATED CONSTRUCTION COST RANGE: TBD

DESCRIPTION OF PROFESSIONAL SERVICES ANTICIPATED FOR PROJECT: General Civil Engineering design for HGTC campuses as required. Typical projects include, but are not limited to, topography survey, environmental and traffic studies.

INFORMATION TO BE SUBMITTED IN ADDITION TO THE CURRENT STANDARD FEDERAL FORM 330: See Attached

Interested parties should submit the name and contact information, including email address, of a primary contact as a part of their submittal. All written communications with a party submitting information will ☑ will not ☐ be via email.

RESUME DEADLINE DATE: 10/29/2014 TIME: 2:00 NUMBER OF COPIES: 6

AGENCY: Horry Georgetown Technical College
NAME OF AGENCY COORDINATOR: Dianna Cecala
TITLE OF AGENCY COORDINATOR: Procurement Manager
AGENCY ADDRESS: 2050 Hwy. 501 East, Conway, SC 29526 or PO Box 261966, Conway, SC 29528-6066
AGENCY PHONE: 843-349-5207 AGENCY FAX: 843-349-5270
AGENCY COORDINATOR E-MAIL: dianna.cecala@hgtc.edu

Agency will ☑ will not ☐ accept submittals via email. Submittals via email shall be in a Portable Document Format.

APPROVED BY: [Signature] (State Engineer)  DATE: 10/14/14

Email to OSE: One copy of this form. The Office of State Engineer will send an approved copy to SCBO.
Attachment to SE-210
Horry Georgetown Technical College IDC for Civil Engineering Services
Project No. H59-D850-PD

Description of Project:
HGTC seeks Civil Engineering consulting firms to provide general civil design services and surveying for miscellaneous new construction, renovation & repair projects and feasibility studies for the Conway, Myrtle Beach and Georgetown campuses.

HGTC may enter into a contracts with no more than 2 firms. The Civil Engineering firm shall maintain a working office within 100 miles of the College throughout the contract term. Contract term is 2 years and may not be extended. The maximum single delivery order will not exceed $200,000. Total sum of all Delivery Orders issued during the two year term of contract shall not exceed $500,000 excluding reimbursables.

Any questions concerning the terms & conditions of the proposed contract must be addressed to the Agency Coordinator listed below.

Information to Be Submitted In Addition to Standard Federal Forms 330:
In accordance with Section 11-35-3215, a business responding to this invitation shall submit a certification with its response stating whether the business is a resident of South Carolina.

Provide current contact information for at least three references directly relevant to this project and any additional information to fully inform the selection committee of the strengths, abilities & characteristics of the firm. Also provide a list of your firms credentials and current licenses as they pertain to Civil Engineering. Provide six submittals in standard printed format and in accordance with the State of South Carolina Preferred Purchasing Policy, submittals cannot exceed 26 pages, front & back, including covers, which must be soft (no hard notebooks). Interested parties should submit the name & contact information, including email address, of a primary contact as part of their submittal. All written communication with a party submitting information will be via email.