

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

**AGENCY:** HGTC - Horry-Georgetown Technical College

**PROJECT NAME:** HGTC - Conway Cosmetology Expansion Bldg. 500/600

**PROJECT NUMBER:** H59-N258-CL      **PROJECT LOCATION:** College of Cosmetology Expansion Bldg

**DESCRIPTION OF PROJECT/PROFESSIONAL SERVICES:** *(450 character limit)*

To provide architectural services for the expansion of our cosmetology program on the Conway campus. Existing building requires new flooring. Expansion into new building will require a complete interior renovation of 3,830 SF to accommodate 20 new stations, a classroom, a lab, and reception area. The total project budget for this design-bid-build project is \$1,500,000. Preliminary study available upon request.

**RESUME DEADLINE DATE:** 02/01/2024    **TIME:** 02:00 PM    **NO. OF COPIES: Printed:** 5    **Electronic:** 1

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

**AGENCY PROJECT COORDINATOR:** Dianna Cecala, Procurement Manager

**EMAIL:** [dianna.cecala@hgtc.edu](mailto:dianna.cecala@hgtc.edu)      **TELEPHONE:** (843) 349-5207

The Agency 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:** Dianna Cecala, Procurement Office

2050 Hwy 501 E, Bldg. 100 room 120

Conway, SC 29526

**MAIL SERVICE:**

**Attn:** Dianna Cecala, Procurement Office

2050 Hwy 501 E, Bldg. 100 room 120

Conway, SC 29526

**DESCRIPTION OF PROFESSIONAL SERVICES/QUALIFICATIONS ANTICIPATED FOR PROJECT:**

Architectural services for design, permitting, bidding, construction oversight, and close-out documents.

**ANTICIPATED CONSTRUCTION COST RANGE:** \$1,250,000    to    \$1,350,000    **N/A:**

**• 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.

**• PUBLIC NOTICES:** All notices (Meetings, Selection for Interviews, Notice of Intent to Award) shall be posted at the following location: www.hgtc/procurement

**• 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. The Standard Federal Form 330 is not included in this page count.

**•** 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).

**APPROVED BY:** Linda A. Ciaccia, RA

**DATE:** 01/11/2024

(OSE PROJECT MANAGER)