

SE-655 INVITATION FOR TASK ORDER CONTRACT

AGENCY: College of Charleston

CONTRACT NAME: TOC - Mechanical Construction Services - 2026

CONTRACT NUMBER: H15-C015-JR CONSTRUCTION COST RANGE: \$ N/A

CONTRACT LOCATION: 35 St Phillip Street, Charleston, SC 29424

DESCRIPTION OF PROJECT/SERVICES:

Work to include mechanical repair and replacement services at various College of Charleston facilities. Scope might include HVAC, plumbing, refrigeration, hydronics, HVAC controls, mechanical utilities, and ancillary equipment.

SUBMITTAL DUE DATE: 04/08/2026 TIME: 10:00 AM NO. OF COPIES: Printed: 0 Electronic: 1

PROJECT DELIVERY METHOD: Design-Bid-Build

AGENCY PROJECT COORDINATOR: Mark R. Poulin

EMAIL: poulinm@cofc.edu TELEPHONE: (843) 344-6720

DOCUMENTS MAY BE OBTAINED FROM: Agency Project Coordinator (Mark Poulin) via Email

- 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:
133 Calhoun Street, Charleston, SC 29424
- **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, it is preferred submittals not exceed 20 double-sided pages.
- 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, 1333 Main Street, Suite 700, Columbia, SC 29201, email: protest-ose@mso.sc.gov.

CONTRACT INFORMATION:

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. Minimum 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: Mark Poulin

133 Calhoun St.

Charleston, SC 29424

MAIL SERVICE:

Attn: Mark Poulin

133 Calhoun St.

Charleston, SC 29424

APPROVED BY:



DATE: 03/18/2026

(OSE PROJECT MANAGER)