

Request for Qualifications (RFQ)

Description: **Indefinite Delivery Contract (IDC)
Land Surveying Services**

Solicitation No: **125-2-8-21**

Issue Date: **July 25th, 2024**

Proposal Due by: **August 21st, 2024 at 4:00PM EDT**

Solicitation Number and Opening Date must be shown on sealed envelope

Must Be Signed to be Valid

Authorized Signature		Printed Name/Title		Date
Company Name			State Vendor No. (If Known)	
Mailing Address			Social Security or Federal Tax No.	
City		State		Zip
Phone Number		Fax Number		Email Address
Buyer Signature and Date (District Use Only)			Purchase Order Number (District Use Only)	

Are you a Minority Owned Vendor? Yes or No

SC Certified Minority? Yes or No

DESCRIPTION OF CONTRACT PROFESSIONAL SERVICES: Land Surveying Services to include requirements stated below in this solicitation. Provide support for bidding work and construction administration as required.

RESUME DEADLINE DATE: 8 /21/2024 **TIME:** 4:00 PM **NO. OF COPIES:**

Printed: One (1) **Electronic:** One (1)

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

CONTRACT COORDINATOR: Matt Pettit

EMAIL: mjpettit@greenville.k12.sc.us

TELEPHONE: 864-355-1280

GCSD requests qualifications from firms interested in providing professional services for the project listed above. Any questions concerning this solicitation must be addressed to the Contract Coordinator listed above

RESUME DELIVERY ADDRESSES:

The School District of Greenville County - Procurement Department

Attn: Matt Pettit

2 Space Drive

Taylors, SC 29687

CONTRACT INFORMATION

1. The Contract period of the awarded Indefinite Delivery Contract (IDC): One year with an option for a Second year
2. Maximum expenditures over the period of the awarded IDC: \$ 350,000
3. Maximum single Delivery Order expenditure that will be allowed under the awarded IDC: \$ 100,000
4. Maximum number of IDC's that may award under this solicitation: Five

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 via the solicitation cover sheet;
 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.
- **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 communications with parties submitting information will be via email.
 - GCSD will accept submittals via email above (PDF file no larger than 10Mb).

REQUIREMENTS:

Surveyor Must Meet South Carolina Code of Laws

SC Code §40-22-10

- Be prepared by a SC registered Professional Land Surveyor.
- Meet the Class A Survey requirements (see R.49-440 of the SC Code of Regulations)
- Meet the Closing/Loan or Mortgage Survey Type requirements (see R.49-460 of the SC Code of Regulations)
- Contain Wetlands Survey information, where applicable
- Show flood plain information, where applicable.
- Be properly sealed, signed, and dated SC Code §40-22-270 and completed as required per the Standards of Practice Manual for Surveying in South Carolina (Article 4 of Chapter 49 of the SC Code of Regulations)

Surveyor needs capability to:

- Provide Wetland Delineation and mark on survey if applicable
- Have all utilities both private and public located by a private utility locator and marked on survey
- Locate and mark roads (Public and Private)
- Provide Topographic and Boundary Surveys
- 1' contours
- Mark location and identify all trees minimum of 12" caliper at 12 inches and above ground and larger
- Show Site Improvements
- Indicate FEMA Flood Zone
- South Carolina State plan coordinates
- Provide CAD of completed Surveys
- Email .pdf of completed signed sealed surveys
- Provide Recordable Signed sealed Copies of Surveys