

**Request for Qualifications (RFQ)**

Description: **Indefinite Quantity Contract (IDQ)**  
**Roof Consulting Professional Services**

Solicitation No: **325-53**

Issue Date: **October 22<sup>nd</sup>, 2024**

Proposal Due by: **November 6<sup>th</sup>, 2024 at 4:00PM EDT**

\*\*\*Solicitation Number and Opening Date must be shown on sealed envelope\*\*\*

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**Must Be Signed to be Valid**

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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:** Roof Consulting Professional Services to include requirements stated below in this solicitation. Provide support for bidding work and construction administration as required.

**RESUME DEADLINE DATE:** 11/6/2024

**TIME:** 4:00 PM **NO. OF**

**COPIES:**

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

**ANTICIPATED PROJECT DELIVERY METHOD:**

**Design-Bid-Build N/A**

**CONTRACT COORDINATOR:** Tonya Stroud

**EMAIL:** tstroud@greenville.k12.sc.us

**TELEPHONE:** 864-355-1281

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: Tonya Stroud

2 Space Drive

Taylors, SC 29687

### **CONTRACT INFORMATION**

1. The Contract period of the awarded Indefinite Quantity Contract (IDQ): One year with an option for a Second year
2. Maximum expenditures over the period of the awarded IDQ: \$ 300,000
3. Maximum single Delivery Order expenditure that will be allowed under the awarded IDC: \$ 100,000
4. Maximum number of IDQ'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).

#### **Scope of Services:**

Roof Consulting Services shall include (but are not limited to) the following:

- Capital Roof Replacement, included in but not limited to:
  - Roofing, all types
  - Metal Wall Panels- above roof level
  - Coping, Fascia, etc.
  - Downspouts, gutters, scuppers, etc.

- Internal roof drain piping
  - Through-wall Flashing above roof level
  - Structural analysis, as required (performed by Professional Engineer)
  - Covered walkways, canopies and awnings
- Review existing documentation
- Peer Review Construction Documents for additions, renovations, and new construction
- Field inspect to evaluate the condition of the roof construction components
- Moisture Intrusion and Leak Investigations:
  - Tramex, DEC Scanner
  - Infrared Scans- Camera, IR Drone
  - Field Spray Nozzle (e.g. AAMA 501.2) Testing Equipment
- Evaluations
- Consulting
- Preconstruction
- Design
- Repair Design Manuals and Reports
- Stamped Engineering Drawings and Specifications
- Construction Administration
- Quality Assurance Inspection during installation
- Punch List Inspections
- Review Closeout Documents