

# Clemson University - Hendrix Student Center Renovations

Project Number: H12-N327-TM

## Important Additional Information & Instructions

### Project Overview:

This project is a renovation of the former bookstore space on the ground floor of the Hendrix Student Center on the campus of Clemson University. The project is focused on the conversion of this approximately 8,000 square foot space into collaboration space and meeting spaces for student clubs and organization along with offices for student government and staff advisors. This project builds upon the existing Tiger Den at the Hendrix Student Center and is also intended to serve the Center for Student Leadership and Engagement (CSLE), Tiger Live, Central Spirit, Multicultural Greek Council, and National Pan-Hellenic Council. A new connecting stair is also proposed to improve circulation throughout the building.

A feasibility study describing the project may be found on the A/E Selections webpage:

<https://cufacilities.sites.clemson.edu/capital/ae-selections>

*Please Note: The project advertised is only for the ground floor renovations described in the feasibility study. The suggested improvements to office suites on the second and third floors of the Hendrix Student Center are not part of this project.*

Construction cost is anticipated at approximately \$3mm. The project delivery method will be Design-Bid-Build. Additional information regarding the project may be found in the feasibility study completed for this project.

### Pre-submittal Meeting:

There will not be a pre-submittal meeting for this project. Any questions related to this project can be sent directly to Peter Knudsen via email at [pknudse@clemson.edu](mailto:pknudse@clemson.edu). Responses to all questions will be posted on the A/E Selections Webpage and available to all prospective firms/teams.

A tour of the facility will not be provided, but prospective teams are welcome to visit the University at their convenience. The Hendrix Student Center is open to public between the hours of 7:00 am – 11:00 pm Monday through Friday. The existing Tiger Den space is accessible to the public; however, the space to be renovated is currently being used for classes. To avoid disrupting classes,

please contact Kristi Cox (Director, Campus Reservations & Events) at [kmuscat@clemson.edu](mailto:kmuscat@clemson.edu) to request a time to tour the space. Please copy [pknudse@clemson.edu](mailto:pknudse@clemson.edu) on your request.

Please note that no contact with Clemson University project participants is allowed other than through the Agency Coordinator until the A/E selection process is complete. Disqualification may result if this request is not honored. See the official advertisement for Agency Coordinator contact information.

## The Submittal:

Submittals for this project will be electronic only and subject to the instructions listed on the SE-210. In addition to the required Standard Form-330, submit brief but thorough information that will acquaint the selection committee with the qualifications of the proposed A/E team. This supplemental information cannot exceed 40 pages of content; however, the Standard Federal Form 330 is not included in this page count. The electronic file must be in PDF format and be a single file no larger than 10 MB.

Electronic submittals should be sent to Peter M. Knudsen at [pknudse@clemson.edu](mailto:pknudse@clemson.edu). If a notice of receipt is not provided within two hours, please reach out to Mr. Knudsen directly at the email above or at 864-844-7020.

***All materials must be submitted by the deadline shown on the official advertisement (February 6, 2025 at 3:00 PM.)***

## Selection Criteria:

This selection of architects and engineers will adhere to State of South Carolina procurement code as detailed in the OSE Manual for Planning and Execution of State Permanent Improvements:

<https://procurement.sc.gov/manual?y=2021#ditem-11607>

Evaluation criteria may be found at the following (OSE Manual – Section 4.4.5):

[https://procurement.sc.gov/files/ose/Chapter%204%20-%20Procuring%20Professional%20Services%20Independent%20of%20Construction%20Services\\_2.pdf](https://procurement.sc.gov/files/ose/Chapter%204%20-%20Procuring%20Professional%20Services%20Independent%20of%20Construction%20Services_2.pdf)

## Other Special Qualifications Required:

Not applicable.