

# Indefinite Quantity Contract – Project Management Services

Project Number: H12-P029-JM

## Important Additional Information & Instructions

### Project Overview

Clemson University is seeking construction management services for minor to mid-sized projects on the main campus and associated properties. Services requested include all or some of the activities associated with project delivery such as coordination of project planning, design, construction, closeout, occupant moves, procurement of services or materials, etc. Selected vendors will be required to adhere to Office of the State Engineer (OSE) procurement rules, file OSE forms, and use Clemson University AiM AssetWorks software.

All information related to this selection process will be posted to the following webpage. This page will be updated as the University moves through each phase of the selection process:

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

This site will be updated as the University proceeds through the selection process through the Notice of Intent to award a contract.

### The Submittal

Submittals for this project will be electronic only and subject to the instructions listed on the SE-610. 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. In accordance with the South Carolina Green Purchasing Initiative, submittals cannot exceed 20 double-sided pages (**for an electronic-only submittal, the limit is 40 pages of content**). 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 Steve Stovall at [sdstova@clemson.edu](mailto:sdstova@clemson.edu). Please copy Claudia Johnson at [cmjhnsn@clemson.edu](mailto:cmjhnsn@clemson.edu).

**ALL MATERIALS MUST BE SUBMITTED BY THE DEADLINE SHOWN ON THE OFFICIAL ADVERTISEMENT -- WEDNESDAY, MARCH 6, BY 3:00 PM. PLEASE NOTE THIS REVISED DEADLINE DATE (ORIGINALLY 2/22/2024.)**

### 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)