



## **REQUEST FOR QUALIFICATIONS**

April 11, 2018

Fairfield County, SC is soliciting qualifications from qualified General Contractors for: **Fairfield County Indefinite Delivery Contract for Historic Properties** on an “as needed or as assigned” basis.

Sealed qualifications clearly marked “**General Contractor Pre-Qualifications for Fairfield County Indefinite Delivery Contract for Historic Properties**” shall be accepted by the Office of Procurement, 350 Columbia Road; P. O. Drawer 60, Winnsboro, SC 29180, until **2:00 P.M. local time, May 3<sup>rd</sup>, 2018**. Qualifications will not be accepted after the above date and time. Any received after the time and date will be rejected as non-responsive. Fairfield County reserves the right to reject any or all qualifications submitted. Only the names of firms submitting information will be read aloud. No other information will be given. **Questions must be received by April 26, 2018 at 2:00 pm.** All questions must be in writing and directed to Sheila Pickett at [Sheila.Pickett@fairfield.sc.gov](mailto:Sheila.Pickett@fairfield.sc.gov).

**LICENSURE & EXPERIENCE REQUIREMENTS:** 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. *Any questions concerning this solicitation must be addressed to the Agency Coordinator listed below.*

Qualified firms will have at least five to ten years’ experience installing, erecting, and/or constructing work similar in material, design, and extent to that indicated for projects under this contract, and a record of successful in-service performance of their work with historic properties. The selected providers must employ personnel, including supervisory personnel, experienced and skilled in the processes and operations indicated.

The County reserves the right to accept or reject any and all responses, to waive technicalities and informalities, to negotiate further with the contractor of its choice, and to request additional information, to interview and to make an award deemed in its own best interest. All submittals shall become property of the County and is subject to the Freedom of Information Act (FOIA) regulations.

**PUBLIC NOTICES:** All notices (Notice of Meetings, Notice for Selection for Interviews, and Notification of Intent to Award) shall be posted at the following location: 350 Columbia Road, Winnsboro, SC 29180 and [www.fairfieldsc.com](http://www.fairfieldsc.com).

**DESCRIPTION OF SERVICES ANTICIPATED FOR IDC PROJECTS:** General Construction – Fairfield County will be selecting up to four (4) General Contractor providers for construction services



including, but not limited to, renovations, repairs, restoration, and maintenance, for miscellaneous county facilities listed as historic properties. A link to the proposed list of renovations will be available at [www.fairfieldsc.com](http://www.fairfieldsc.com). When requesting drawings, specifications, or other documents, provide the following information about your company: Name, Mailing Address, Street Address, Email Address, Telephone number, and Fax number. Experience working with historic properties and museums is preferred. There will be no travel and/or meal reimbursement for projects within a 50 mile radius of the principal's office. Minority and small business participation is encouraged.

**CONTRACT INFORMATION:**

1. The contract period of the awarded Indefinite Delivery Contract (IDC): Up to 5 years, commencing in May, 2018.
2. Maximum expenditures over the period of the awarded IDC: \$1,230,000.00
3. Maximum single project expenditure that will be allowed under the awarded IDC: \$200,000.00
4. Maximum number of IDC's Agency may award under this solicitation: 8
5. General Conditions of the IDC may be viewed at: 350 Columbia Road, Winnsboro, SC 29180 and [www.fairfieldsc.com](http://www.fairfieldsc.com)
6. Minimum dollar value of services Agency will procure under each awarded IDC: ***The award of a contract does not guarantee a work order under the contract.***

Note: Interested persons & firms should submit a current standard federal form 330. The name & contact information, including email, of a primary contact; a certification stating whether the person or firm is a resident of SC (see SC code section 11-35-3215).

**SUBMITTAL REQUIREMENTS:**

In accordance with the SC Green Purchasing Initiative, submittals cannot exceed 25 pages, front & back, including covers, which must be soft – no hard note books. The Standard Federal Form is not included in this count. All Written Communications with parties submitting information: Will be via email. Outside of envelope must be marked "**General Contractor Pre-Qualifications for Fairfield County Indefinite Delivery Contract for Historic Properties**".

**RFQ Deadline Date:** 05/03/2018 **Time:** 2:00pm



**Number of Copies:** 5 and 1 electronic copy; Agency Will Not accept submittals vial email or fax.

**Agency:** Fairfield County

**Agency Project Coordinator:** Sheila Pickett, CPPB

**Title:** Director of Procurement

**Address:** 350 Columbia Road; P.O. Drawer 60, Winnsboro, SC 29180

**E-mail:** [Sheila.Pickett@fairfield.sc.gov](mailto:Sheila.Pickett@fairfield.sc.gov) Telephone: 803-815-4004 Fax: 803-635-5969

**Required Information:**

1. Statement of Qualifications including SC contractor's license number and listing of any claims or suits against your company.
2. Past project experience with **historic renovations, municipalities, and museums**, including name and address of project, photos, reference names and phone numbers. Include at least three (3) reference projects of similar nature completed in the last five (5) years.
3. Resumes of key superintendents and project managers probable for work under this contract, with references from Architects and Owners. Clearly address the experience and skills of key personnel in this kind of work.
4. A breakout of the company's staff to demonstrate their current female and minority employment. Provide information if in the past your company has participated with at least fifteen (15) percent Small, Women Owned, Minority Business Enterprise efforts on past projects. List these projects with a project title, location, short description, award date, and completion date.
5. Commitment to submit a bid for projects under this contract. Submit a statement of the Offerer's bonding capacity, and the amount available at the time of this solicitation. Provide a history of any bonding company involvement or intervention on previous projects, reasons for involvement/intervention and documentation from bonding company requiring issues and outcome.
6. Statement indicating any litigation currently or in the past 10 years with which your company has been involved.



7. References: Provide the owners' and architects' points of contact on the referenced projects having firsthand knowledge of the contractor's performance. Include titles, addresses, and current telephone numbers.

**RFQ EVALUATION:**

Contractors' submittals will be evaluated on the basis of the following factors and scored, up to a maximum total of 100 points, as follows:

1. Contractor location (0-5 points)
2. Contractor's MBE/WBE efforts and programs (minority business enterprises and woman business enterprises, 0-5 points).
3. Contractor workforce size, in-house workforce capabilities (0-5 points).
4. Current workload/availability to start work (0-5 points).
5. Primary qualifications for restoration/renovation/rehabilitation work, including project manager qualifications (0-40 points).
6. Financial stability and capacity to perform the work (0-20 points).
7. Free from litigation (0-10 points).

After reviewing contractor qualifications, awards will be made based on the evaluation criteria for this RFQ, to the most responsive and responsible vendors whose qualifications conform to the specifications and whose qualifications are considered to be the best value in the opinion of the county. The committee will review and analyze the responses and select top ranked finalists who may be invited to an interview. Fairfield County will not be responsible for any costs associated with the interviews. The county reserves the right to reject any or all offers and can waive any technicality in the best interest of Fairfield County.

**END OF DOCUMENT**