

# South Carolina Office of Resilience

## Request for Qualifications

### Darlington County Buyout Demolition

State Project # D30-N029-PG  
SCOR Project # BP-22-1600-01

#### SECTION 1: GENERAL SCOPE

##### Overview:

The South Carolina Office of Resilience (SCOR) seeks engineering services to develop a Project Manual, Project Plan Set, and a Comprehensive Stormwater Pollution Prevention Plan (C-SWPPP) in accordance with the S C Office of State Engineer's (OSE) requirements of Design-Bid-Build for Procurements Greater than \$100,000 for a demolition and site stabilization project (Project) consisting of 40 residential properties throughout Darlington County. The State intends to use a U.S. Housing and Urban Development (HUD) Community Development Block Grant-Mitigation (CDBG-MIT) grant to fund the acquisition and demolition of the parcels back to green space in perpetuity. The CDBG-MIT funding is limited, and those competing for this project should have a thorough and demonstrated understanding of the constraints and limitations associated with CDBG-MIT funding as well as OSE requirements.

It is the intent of this scope of work to collect information on individual parcels through on-site inspections. Using the collected information, prepare a Project Manual, Project Plan Set, and C-SWPPP. Additional requirements will be to secure environmental permits and permitting associated with the C-SWPPP, develop erosion and sediment control and stabilization cost estimate for submittal to applicable regulatory agencies for their review and approval, including but not limited to South Carolina Department of Environmental Services (SCDES) for Stormwater, City of Hartsville Stormwater, City of Darlington Stormwater, Darlington County Stormwater, and OSE. The Department of Natural Resources (DNR) provides guidance on flood mitigation. Assistance during the bidding phase and weekly erosion and sediment control inspections will be required.

SCOR has completed an Environmental Assessment including delineation of wetlands, other waters of the U.S. and additional environmental resources that will be available to utilize in the development of the plan set and C-SWPPP. In addition, all parcels will have boundary surveys available for review.

##### Background:

The demolition will consist of up to 40 parcels which are single-family stick built or Manufactured Housing Units (MHU). Tree and natural landscapes are to remain onsite undisturbed where feasible.

Demolition to be performed in "batches" and/or phasing based on timing of buyout of the parcel.

#### SECTION 2: SPECIFICATIONS

##### Scope of Work and Deliverables:

##### GENERAL REQUIREMENTS

1. Project Manual must be prepared in accordance with:
  - a. SCOR's Policy and Procedure Manual and Special Provisions; and

- b. OSE procurement documents; and
- c. AIA SCOSE version contract documents.

#### DATA COLLECTION

1. Coordinate with Darlington County on obtaining required GIS and/or LIDAR data that will aid in the completion of the project and/or plan set. Data to include contours, impervious surfaces, floodplain boundaries, streams, wetlands, parcel data, storm drainage systems, etc. In the event impervious surfaces GIS data is not available, firm will be required to trace footprints utilizing aerial photography and field visits.
2. Verify surveys and make site visit(s) to confirm items to be removed prior to demolition (interior and exterior). Compile site survey data into a Site Survey Form and provide to SCOR. An example Site Survey Form will be provided upon request.

#### CREATION OF PROJECT MANUAL, PLAN SET AND C-SWPPP

1. Develop a manual and plan set identifying work areas, phasing, location of existing above ground structures, below ground structures, existing site topography, items to be demolished, and erosion and sediment control measures. Site plans must meet the requirements and approval of SCDES, USACE, and OSE. Due to the size of the Project, sites may be part of a larger common plan of development, the plan set should include, but not be limited to:
  - a. Existing Conditions
  - b. Demolition Plans and Project Manual
    - i. Identify all structures and impervious surfaces to the extents of the property and include the driveways, only if they are within the City or County's right-of-way to roadway pavement edge. All impervious surfaces must be demolished.
    - ii. Identify all structures not to be demolished (example: shared fencing)
    - iii. Plans must be in accordance with CDBG-Mitigation Special Provisions which will be provided upon award of contract.
    - iv. Must include construction phases as required by SCDES.
  - c. Proposed grading plans
  - d. Proposed method of grade and toe control, if appropriate
  - e. Erosion and sediment control plans
  - f. Construction and maintenance access points
  - g. Identification of trees and other landscape/natural areas to remain undisturbed
  - h. Potential utility conflicts and any other identified site constraints
2. Provide an estimate of demolition costs and construction cost for erosion control and site stabilization

#### OBTAIN REQUIRED PERMITS

1. Prepare and submit applications for required permitting

#### CONSTRUCTION PHASE

1. Prepare bid documents in accordance with OSE bidding procedures and SCOR CDBG-MIT Special Provisions, including Section 3 Requirements (to be provided)
2. Host documents for contractor review
3. Respond to bidder's questions and create addenda
4. Attend pre-bid, pre-construction, and pre-disturbance, and substantial completion meetings on site
5. Review contractor's shop drawings
6. Aid SCOR in Contractor Pay Applications and approval for payment

- 7. Review and Prepare Change Orders in accordance with OSE Form SE-380
- 8. Review weekly inspection reports of the erosion and sediment controls during the Project.

CLOSEOUT

- 1. Complete on-site closeout inspection for final completion of demolition
- 2. File for the Notice of Termination

**SECTION 3: SUBMITTAL INFORMATION**

Submittal shall include, at a minimum, information required in the solicitation, responses to all selection criteria required by the SC Consolidated Procurement Code (SC Law 11-35-3220(5)(a)) and the following:

- 1. Firm’s staffing proposal for this project to include:
  - a. Staffing diagram; and
  - b. Names and resumes of staff working on project
- 2. Firm’s listing of completed demolition design projects performed within the last 5 years with Executive Summary. Include staff involved in the assessment.

**Submittal Format:**

Provide one (1) electronic copy and three (3) printed copies to the South Carolina Office of Resilience’s Mitigation Department.

Printed submittals must be clearly labeled on the outside of the envelope with the following wording: “*Darlington County Buyout Demolition*”, along with the State Project Number D30-N029-PG. All late submittals will be rejected. The South Carolina Office of Resilience is not responsible for late submissions caused by delays in mail delivery or a delay in any other method of delivery.

Print size shall be 12 pt. font minimum, on 8½ by 11 paper, double-sided and must include all the information required in this RFQ and may include any additional information that the A/E deems pertinent to the understanding and evaluation of its response.

Provide a cover page that includes Company Name, Address, Point of Contact (Email Address and Phone Number); RFQ BP-22-1600-01 Engineering Development and Design Services for Darlington County Buyout Demolition; Sam.gov Unique Identifier Number, Date of Submission, and include the signed certification below:

**I certify that this submittal is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting a response to this RFQ, and is in all respects fair and without collusion or fraud. I agree to abide by all conditions of the RFQ and certify that I am authorized to submit this response.**

<i>Authorized Signature (Print)</i>	<i>Authorized Signature w/ Title</i>	<i>E-mail Address</i>
-------------------------------------	--------------------------------------	-----------------------

Electronic submittals must be delivered on a USB flash drive along with the printed copies to South Carolina Office of Resilience, 632 Rosewood Drive, South Carolina 29201, Attention: Mitigation Buyout Department.

**Submittal Deadline:**

Deadline for submission: No later than 3:00 p.m., Monday, April 28, 2025, to the South Carolina Office of Resilience Mitigation Department at 632 Rosewood Drive, Columbia, SC 29201, Attention: Mitigation Buyout Department.

Any questions regarding this project must be submitted in writing via email no later than 3:00 PM on Monday, April 14, 2025. Questions should be emailed to [mit\\_buyout@scor.sc.gov](mailto:mit_buyout@scor.sc.gov). Responses will be provided via email no later than 5:00 PM on Monday, April 21, 2025.

# SE-210 INVITATION FOR PROFESSIONAL SERVICES

AGENCY: SC Office of Resilience

PROJECT NAME: Darlington County Buyout Demolition

PROJECT NUMBER: D30-N029-PG

PROJECT LOCATION: Darlington County

**DESCRIPTION OF PROJECT/PROFESSIONAL SERVICES: (450 character limit)**

Engineering services to develop a Project Manual, Project Plan Set, and a Comprehensive Stormwater Pollution Prevention Plan (C-SWPPP) in accordance with the S C Office of State Engineer's (OSE) requirements of Design-Bid-Build for Procurements Greater than \$100,000 for a demolition and site stabilization project (Project) consisting of 40 residential properties throughout Darlington County.

RESUME DEADLINE DATE: 04/28/2025 TIME: 03:00 PM NO. OF COPIES: Printed: 3 Electronic: 1

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

AGENCY PROJECT COORDINATOR: Nancy Miramonti

EMAIL: [nancy.miramonti@scor.sc.gov](mailto:nancy.miramonti@scor.sc.gov)

TELEPHONE: (803) 667-7360

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

**RESUME DELIVERY ADDRESSES:**

**HAND-DELIVERY:**

Attn: Nancy Miramonti/SCOR Buyout

632 Rosewood Drive

Columbia, SC 29201

**MAIL SERVICE:**

Attn: Nancy Miramonti/SCOR Buyout

632 Rosewood Drive

Columbia, SC 29201

**DESCRIPTION OF PROFESSIONAL SERVICES/QUALIFICATIONS ANTICIPATED FOR PROJECT:**

Refer to RFQ documents located at [https://scor.sc.gov/sites/scor/files/Documents/SE-210 Darlington County Buyout Demolition.pdf](https://scor.sc.gov/sites/scor/files/Documents/SE-210%20Darlington%20County%20Buyout%20Demolition.pdf)

ANTICIPATED CONSTRUCTION COST RANGE: \$0 \_\_\_\_\_ to \$0 \_\_\_\_\_ N/A:

**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;
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.

- **PUBLIC NOTICES:** All notices (Meetings, Selection for Interviews, Notice of Intent to Award) shall be posted at the following location: N/A

- **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, it is preferred submittals not exceed 20 double-sided pages. The Standard Federal Form 330 is not included in the page count.
- All written communication with parties submitting information will be via email.
- Agency will accept submittals via email above (PDF file no larger than 10MB):  Yes  No
- Any actual bidder, offeror, contractor or subcontractor who is aggrieved in connection with this solicitation or the intended award or award of a contract under this solicitation may protest to the State Engineer in accordance with SC Code § 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201, email: [protest-ose@mmo.sc.gov](mailto:protest-ose@mmo.sc.gov).

APPROVED BY:



(OSE PROJECT MANAGER)

DATE: 03/12/2025