

**Request for Qualifications (RFQ)**

Description: **Skyland ES & Welcome ES – Roof Replacement Design Services**

Solicitation No: **325-61**

Issue Date: **November 21st, 2024**

Bids Due by: **December 6<sup>th</sup>, 2024 at 1:00 PM EDT**

**Must Be Signed to be Valid**

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

**ACKNOWLEDGEMENT OF ADDENDUMS:** Acknowledge receipt of amendments by initialing below (if applicable).

Addendum No.	Addendum No.	Addendum No.	Addendum No.	Addendum No.	Addendum No.	Addendum No.
1	2	3	4	5	6	7
Initial	Initial	Initial	Initial	Initial	Initial	Initial

## Scope of Request for Qualifications

Greenville County Schools is seeking Roof Consulting Services/ Building Envelope Services for Capital Roof Replacement of low-sloped roof areas at **Skyland Elementary School** located at 4221 Highway 14 North, Greer, S.C. 29651. The existing low-sloped roof areas have a combined approximate square footage of 86,830. The same services are needed for Capital Roof Replacement of low-sloped roof areas at **Welcome Elementary School** located at 36 East Welcome Road, Greenville, S.C. 29611. The existing low-sloped roof areas have a combined approximate, square footage of 56,410. Replacements of two KALWALL Skylight systems are also included with approximate square footage of 855.

The intent is to award a Roof Consultant/ Building Envelope Consultant a contract in Mid-December of 2024. As a part of the Design-Bid-Build Delivery; Construction Documents stamped by a South Carolina Professional Engineer must be submitted to Greenville County Schools by March, 14th 2025. The Bidding Process will be provided by GCS's Procurement Department. Roof replacement is targeted to start May 2025 at the end of the school year with a completion date of September 30, 2025.

The Scope of Work will include design for a 60-mil TPO or 60-mil PVC roof system with a minimum 20 R-Value; associated field work and testing; repair design for standing seam metal roofs areas, as needed; construction administration before, during and close-out of the roof replacement; and Quality Assurance Observations. Additional services may be required that may not be mentioned above.

### Solicitation Schedule

Issue Date	November 21st, 2024
Inquiry Deadline	November 25 <sup>th</sup> , 2024, at 4:00 P.M. EDT
Addendum Issue Date	November 26 <sup>th</sup> , 2024
Qualifications Package Due Date	December 6 <sup>th</sup> , at 1:00 P.M. EDT
Anticipated Short-List Interview Date	December 16-17, 2024, time TBD

The deadline for written questions about the form(s) is **November 25<sup>th</sup>, 2024 at 4 P.M. EDT**. All questions should be submitted via *E-mail to Tonya Stroud at [tstroud@greenville.k12.sc.us](mailto:tstroud@greenville.k12.sc.us)*. If needed, a written addendum to respond to any questions received about the form(s) received by the above deadline, shall be issued by GCS no later than end of day, **November 26<sup>th</sup>, 2024**.

**Interested firms must submit the following by the deadline (1 sealed copy and 1 electronic copy is required to be submitted prior to the deadline):**

- 1. A Current STANDARD FEDERAL FORM 330;**
- 2. The Name and Contract 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.**

Submit the information to the below address:

*The School District of Greenville County - Procurement Department  
Attn: Tonya Stroud  
2 Space Drive  
Taylors, SC 29687*

**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>.

Firms that are short-listed for interviews based upon their submission will be informed by December 6<sup>th</sup>, 2024.

Interviews will allow up to Thirty (30) minutes for presentation, followed by a Fifteen (15) minute Q&A.

Barring COVID-19 (or any other) restrictions, the interviews will be held in-person at:

The School District of Greenville County - Procurement Department  
2 Space Drive  
Taylors, SC 29687