

# SE-311 INVITATION FOR MINOR CONSTRUCTION QUOTES

**AGENCY/OWNER:** South Carolina Department of Mental Health

**PROJECT NAME:** Hilton Head MHC HVAC Replacement

**PROJECT NUMBER:** 20220603-B      **CONSTRUCTION COST RANGE:** \$ 40,000 to \$ 45,000

**PROJECT LOCATION:** 151 Dillon Road, Hilton Head SC 29926

**DESCRIPTION OF PROJECT:** Replacement of 2 split system heat pumps with new units as detailed on the drawings and specifications.

**QUOTE DUE DATE:** 10/20/2022      **TIME:** 2:00pm

**AGENCY PROJECT COORDINATOR:** Michael Montgomery

**EMAIL:** michael.montgomery@scdmh.org      **TELEPHONE:** 803-622-8719

**DOCUMENTS MAY BE OBTAINED FROM:** Email document request to meca@mecainc.com. PDF documents will be provided. No hard copies.

**DOCUMENT DEPOSIT AMOUNT:** \$ 00.00      **IS DEPOSIT REFUNDABLE**    Yes     No     N/A

**PERFORMANCE BOND REQUIRED?**    Yes     No       **PAYMENT BOND REQUIRED?**    Yes     No

Contractors must obtain Documents/Plans from the above listed source(s) to be listed as an official plan holder. All written communications with official plan holders & Contractors submitting quotes will be via email or website posting.

**PUBLIC NOTICES:** All notices (Notice of Award) shall be posted at the following location: Main Hallway, Building 4, 7901 Farrow Road, Columbia SC 29203

**RIGHT TO PROTEST (SC Code § 11-35-4210)**      *(This only applies to contracts exceeding \$50,000.)*

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 Section 11-35-4210 at: CPO, Office of State Engineer, 1201 Main Street, Suite 600, Columbia, SC 29201. EMAIL: [protest-ose@mso.sc.gov](mailto:protest-ose@mso.sc.gov)

*All questions & correspondence concerning this Invitation shall be addressed to the A/E.*

**A/E NAME:** Mechanical Engineering Consulting Associates, Inc.      **A/E CONTACT:** Gene Wilson

**EMAIL:** meca@mecainc.com      **TELEPHONE:** 803-765-9421

**PRE-QUOTE CONFERENCE:**    Yes     No       **DATE:** 10/4/2022      **TIME:** 1:00pm

**PRE-QUOTE PLACE:** 151 Dillon Road, Hilton Head SC 29926

**QUOTE DELIVERY ADDRESSES:**

**HAND-DELIVERY:**

**Attn:** Michael Montgomery  
SC DMH, 7901 Farrow Road, Building #4  
Columbia, SC 29203

**MAIL SERVICE:**

**Attn:** EMAIL TO MICHAEL MONTGOMERY  
michael.montgomery@scdmh.org

**IS PROJECT WITHIN AGENCY CONSTRUCTION CERTIFICATION? (Agency MUST check one)**    Yes     No

**APPROVED BY:** \_\_\_\_\_ **DATE:** \_\_\_\_\_  
*(OSE Project Manager)*