



**STATE OF SOUTH CAROLINA**  
**DEPARTMENT OF EDUCATION**

**MOLLY M. SPEARMAN**  
*STATE SUPERINTENDENT OF EDUCATION*

**November 19, 2021**

**PROJECT NAME:** Architectural Design Prototype Plans for Construction Projects for School Districts

**PROJECT NUMBER:** H63-N030-MJ

**DESCRIPTION OF PROJECT:** Statewide architectural design prototypes for various K-12 building to include elementary, middle, high school and Career Technology Education (CTE) building to be utilized by the participating school districts. School Districts to receive funds have not yet been announced.

**Questions and Answers from the Pre-Proposal Conference, November 10, 2021**

- 1) **Though not indicated in the actual “H63-N030-MJ Backup information” document under “Submittal Requirements”, do we still need to submit SF-330 Forms as indicated on the OSE SE-210 “Invitation for Professional Services” and be limited to 20 double sided pages, not including the 330?**  
Answer: Yes.
- 2) **Under the Submittal Requirements section A.4., it asks that the architectural firms submitting who will be subcontracting with disciplines NOT in-house should “state any disciplines the firms intends to subcontract.” Can you please clarify if we just need to list just the name of the disciplines (i.e., mechanical engineering, civil engineering, etc.) we will be subcontracting or if you would like us to list the names of engineering firms we might contract with for each discipline?**  
Answer: The name of the disciplines (i.e. mechanical, etc.) will suffice.
- 3) **Since this solicitation is specifically for “Architectural Services” as listed on the SE-210, please clarify that we only need to include resumes for our architects/interior designers and not the subconsultant engineers at this time.**  
Answer: Correct.
- 4) **Under the Submittal Requirements section A.6., it states “ K-12 public school project experience, including planning and budgeting of school renovations and prototype design projects,...”. Please clarify if we should only include information/project experience on standalone new schools (that can be site adapted), or if we need to include renovation and addition project experience as well.**  
Answer: Please present information that you believe would demonstrate your experience with K-12 public school experience.

- 5) **Will Programming services be required, or will the SC Department of Education provide a program?**  
Answer: Basic programming will be required.
- 6) **Is there a target student enrollment desired at each of the indicated design types?**  
Answer: This is unknown at this time.
- 7) **Are there minimum space program standards or space use features that each type of design that should be included in a potential design to be used? (Educational specification)**  
Answer: Dependent on the School District, the school (ES/MS/HS) and those parameters specifically required by Code and the OSF Construction Guide
- 8) **What types of programs will be accommodated in the selected design of the arts facility?**  
Answer: This is unknown at this time.
- 9) **Will the selected firm(s) retain typical intellectual property ownership of the selected prototype design(s)?**  
Answer: These will belong to SCDE.
- 10) **What level of insurance requirements will be required by the design professional?**  
Answer: Insurance details are outlined for those selected to contract with the State. This is outlined in Form S-235: Professional Incidental Services Contract found [here](#).
- 11) **Will the selected design be available to multiple selected architectural firms for use or future development?**  
Answer: Unknown at this time.
- 12) **For the selected design, is it required to be previously constructed?**  
Answer: Not necessarily.
- 13) **For the selected design, at what level of completion should the documents and/or drawings be complete? (SD, DD, CD, or equivalent percentage of completion?)**  
Answer: Prototypes will be completed to CD stage.
- 14) **What is the anticipated design and construction schedule for each of the design types (elementary, middle, high school, and arts program)?**  
Answer: Unsure
- 15) **A “prototype” generally includes engineering components (mechanical, electrical, fire protection, structural, civil, and food service among others)? Is there a standard type of system required for these projects? If not, are there building performance requirements or other minimum requirement necessary at each facility?**  
Answer: Dependent on the School District, the school (ES/MS/HS), and those components specifically required by the Code and the OSF Construction Guide
- 16) **What is the funding period for these projects?**  
Answer: The Proto types will be addressed with FY22 funding.
- 17) **Should the selected design be able to accommodate different grade-level distribution other that those listed in the RFQ? (ie. Intermediate schools, K-12 schools, K-8 schools, etc.)**  
Answer: We do not believe so.

**18) Has the delivery method for construction been determined for these projects? If so, which procurement method will be utilized?**

Answer: This has not been determined.

**19) Should cost estimating be included in the services provided? Should this be provided in stages during the design process?**

Answer: Not at this time

**20) Will the Office of School Facility manage the code review, permitting, and inspections per their typical method, described in its guide?**

Answer: The Role of OSF will not change.