

# REQUEST FOR PROPOSALS



**DESIGN-BUILD CONSTRUCTION SERVICES**

**COOPER RIVER COUNTY PARK**

**REVETMENT WATERSIDE**

**IMPROVEMENTS**

**1010 Tidewater Road**

**North Charleston, South Carolina**



IFB# 2026-011

Date: February 10, 2026

**CHARLESTON COUNTY PARK  
& RECREATION COMMISSION**

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**COST PROPOSAL FORM:**

*SUBMIT IN SEALED ENVELOPE OR UPLOAD SEPARATE FILE*

\_\_\_\_\_  
DATE

TO: CHARLESTON COUNTY PARK AND  
RECREATION COMMISSION (CCPRC)  
861 RIVERLAND DRIVE  
CHARLESTON, SC 29412

RE: REQUEST FOR PROPOSAL  
DESIGN BUILD CONSTRUCTION SERVICES FOR COOPER RIVER COUNTY PARK  
REVETMENT WATERSIDE IMPROVEMENTS  
COOPER RIVER PARK AND MARINA

RFP No. 2026-011

FROM: \_\_\_\_\_  
(Proposer)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
EMAIL ADDRESS/PHONE NUMBER

The Undersigned, having carefully examined project details, specifications, and other documents Design Build Construction Services Cooper River Couty Park Revetment and Waterside Improvements at CRM, RFP # 2026-011.

dated \_\_\_\_\_, and the following addenda:

Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____
Addendum No. _____	Dated _____	Addendum No. _____	Dated _____

As well as, the premises and conditions affecting the work, proposes to furnish all labor, materials and equipment called for by them for the entire work in accordance with said documents.

The documents provided are for information purposes only. By submittal of this proposal, the Proposer/Contractor certifies they have verified measurements and are familiar with the facilities prior to submitting a proposal. The project includes any required permitting, complying with all state, federal, county and local codes, regulations and standards in construction of the project, especially in regards to the American with Disabilities Act, International Building codes, Local Codes, Manufacturing Recommendations and Life Safety Codes reasonably required to complete the Scope of **Work and meet the intent of the RFP. The Scope of Work listed under Item 4- Base Construction Proposal and extended under each subsequent Item description assumes to include all labor, permits, material, equipment and inclusive services required to complete the project.**

Item 1 – Construction Documents \$ \_\_\_\_\_

Item 2 – Permitting as required: \$ \_\_\_\_\_

Item 3 – Construction Administration: \$ \_\_\_\_\_

**Total Item 1,2, &3** \$ \_\_\_\_\_

**Item 4 – Base Construction**

700 linear of rock revetment for shore line stabilization, approximately 240 linear feet of Permatrak boardwalk from the highland area to a connection to the Grande Pier, retaining wall at the boardwalk/highland connection, approximately 20 linear of Permatrak boardwalk over a wetland area, waterline replacement form 1,100 feet of 4” water services to the Marina Store that will be attached to new supports on the new boardwalk and the existing pier, as well as a new 6” dry pipe system that serves the fire protection of the existing transient dock area. The new dry pipe system will also be connected to the new and existing boardwalk and pier. This includes all associated restoration work as described in the contract drawing and specifications.

**Total Item 4:** \$ \_\_\_\_\_

**Total All (Items 1 – 4)** \$ \_\_\_\_\_

**OFFER NOTES:**

1. Evaluation will be made based on technical qualifications.
2. Cost realism analysis will be performed.
3. Qualifications related to the specific scope of work, technical ability with regard to project approach
4. Proposed project schedule

The cost specified shall include all taxes and duties of any kind levied by federal, state, municipal, or other governmental authority, which either party is required to pay with respect to the materials or services covered by this Agreement. At a minimum, invoices shall contain the identity of the provider of the services, the date of the services, a description of the services, and any applicable taxes. If the letter of authorization accompanying these terms and conditions allows the payment of "reimbursables", they shall be paid at Contractor's actual cost and subject to audit by CCPRC.

Any unit prices, if accepted in the award of this contract, shall be used in establishing adjustment of Contract Price by additions to or deductions from work in accordance with applicable requirements specified in the General Conditions.

Unit Prices listed shall include all costs, profit and overhead, and no further surcharges are to be added to any unit price item of work that may be ordered done.

		Unit	Unit Prices
1)	Fill Material for Grading at Revetment	CY	
2)	Bedding Stone	TON	
3)	Armor Stone	TON	
4)	Geotextile Fabric	SY	

**Offer Holding Time:** The Undersigned hereby agrees that this offer may not be revoked or withdrawn after time set for opening of offers, but shall remain open for acceptance for a period of NINETY (90) days following such time.

**Contract Acceptance:** In case the Undersigned, be notified in writing by mail, email or delivery of acceptance of this offer, he agrees to execute, within ten days from notice, a contract for the work for the above-stated amount and at the same time to furnish and deliver to Owner a **Performance Bond and a Payment Bond, each in the amount equal to 100 percent of the contract sum.**

**Completion Time:** The Undersigned agrees to commence actual physical work at the site, with an adequate force and equipment, within ten calendar days from a date to be established in a "Notice to Proceed." Notice to Proceed to be issued after submitting design and receipt of permits.

**Rain Day:** For rain delays, the Contractor shall be entitled to a one-day extension of time for each day in any given month that the measured wind speed exceeds the level deemed safe to work by the Construction Superintendent or the actual rain measured at the Charleston International Airport, or an otherwise mutually agreed upon location, exceed the NOAA average monthly rainfall for the month in Charleston, South Carolina.

Jan	Feb	March	April	May	Jun	July	Aug	Sept	Oct	Nov	Dec
10	7	6	6	9	14	14	17	11	8	6	10

The rain gauge at the Charleston International Airport, or an otherwise mutually agreed upon location, shall be used as the determinate for daily rain measurement. The Contractor shall submit any request for weather days by the tenth day of the following month. Rain and weather delay extensions of time are non-compensable delays and the Contractor shall be entitled to no additional compensation as consequence of rain and weather-related extensions hereunder.

**Liquidated Damages:** The Undersigned understands that should he fail to substantially complete work under this contract within the time specified hereinbefore, or such later date as may result from an authorized extension of time, he will pay to Owner, as liquidated damages, the sum of **Three Hundred Fifty Dollars (\$350.00)** for each succeeding calendar day, Saturdays, Sundays and Holidays included, that the terms of the contract remain unfulfilled, which sum is agreed upon as the proper measure of liquidated damages which Owner will sustain per diem by failure of undersigned to complete the work by the time stipulated, and this sum is not to be construed as, in any sense, a penalty.

The Undersigned agrees that the above-stated amount is the proper measure of liquidated damages which Owner will sustain by failure of the undersigned to execute the Contract, and to furnish the Performance Bond within ten day period from notice, in case the Offer is accepted by Owner within SIXTY (60) days after date set for opening of offers. The undersigned agrees that, if he is unwilling to execute the contract within the ten day period from notice, or if he fails to furnish both Performance Bond and Payment Bond, the obligation of the Offer Bond will remain in full force and effect, and the moneys payable thereon shall be paid into the funds of Owner as liquidated damages for such failure.

The undersigned has checked the plan(s), specifications, and the above figures and understands that he shall be responsible for any errors or omissions in effecting coverage based on these specifications as submitted on the Offer Form.

The undersigned declares that this Offer is made without any connection with any person making another Offer for the same contract, that the Offer is in all respects fair and without collusion or fraud, that no member of the Charleston County Parks and Recreation Commission or other officer of said Park District, or any person in the employ of said Park District is directly or indirectly interested in this Offer, or in any portion of the profits thereof.

**Proposer's Qualification Requirements:** The Proposer shall submit a properly executed Proposer Qualification Questionnaire, **See Attachment 1a**, and any other information requested by Owner to evaluate Proposer's responsibility.

**Contractor Resources:** It is understood that, before a proposal is considered for award, Proposer may be requested by Owner to submit a statement of facts in detail as to his previous experience in performing similar or comparable work, and of his business and technical organization and financial resources and plant available to be used in performing contemplated work.

**Sub-contractors:** The Contractor shall list the sub-contractors the firm proposes to use on the project on the Proposal Form. However, prior to final award of a Proposal, the Owner shall have the right to mandate that the Contractor provide a listing of the Sub-contractors and that the Contractor shall not change the sub-contractor without the express permission of CCPRC and with good cause. Submit Attachment 1 Subcontractor Data Form, with your proposal.

Respectfully submitted,

Propositor's Signature

\_\_\_\_\_  
Construction Firm Name:

\_\_\_\_\_  
(Mailing address)

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Phone Number

State of South Carolina

Contractor's License No. \_\_\_\_\_

## Introduction

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Charleston County Park & Recreation Commission (CCPRC) is requesting proposals from qualified interested firms, licensed in the State of South Carolina, experienced in providing qualified Design-Build Services to include engineering design and construction services for water-related improvements to the Copper River Park and Marina located in North Charleston, Charleston County, South Carolina.

Project Site: 1010 Tidewater Road  
North Charleston SC, 29405

### Project Constraints

This project receives partial funding through an Outdoor Recreation Legacy Partnership (ORLP) grant, a nationally competitive program that supports the enhancement of recreational opportunities in both rural and urban communities. The ORLP grant imposes specific completion requirements, making the Cooper River County Park Revetment and Boardwalk Project time-sensitive. Accordingly, the project schedule has been developed to ensure that Substantial Completion is achieved within the timeline mandated by the ORLP grant.

## Scope of Work

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The scope of work for the Cooper River Marina includes the following: an approximate 700 linear of rock revetment for shore line stabilization, approximately 240 linear feet of Permatrak boardwalk from the highland area to a connection to the Grande Pier, a retaining wall at the highland connection to the boardwalk, approximately 20 linear of Permatrak boardwalk over a wetland area, waterline replacement form 1,100 feet of 4" water service to the Marina Store, as well as a new 6" dry pipe system that serves the fire protection of the existing transient dock area. The new dry pipe system will also be connected to the new and existing boardwalk and pier. This includes all associated restoration work as described in the contract drawings and specifications.

### **General Scope of Construction:**

The following Scope of Services is intended to serve as a general guideline and not an exhaustive list.

1. Prepare construction documents with details, suitable for obtaining necessary permits and construction of the work.
2. Prepare estimate of probable costs at schematic and design development phases. If estimates are not within CCPRC approved budget, provide alternatives to design, for the consideration of the CCPRC.
3. Prepare and submit Guaranteed Maximum Price at the conclusion of the Construction document phase. If GMP is not within CCPRC approved budget provide alternates to design, for the consideration of the CCPRC.
4. Prepare all required documents for submission to Charleston County and/or local municipality planning, design review boards, storm water review boards and traffic engineering through the City of North Charleston. Attend meetings as required throughout these approvals.
5. The contractor shall be responsible for any permitting required for constructing the work.
6. Governmental and regulatory agency permitting. Prepare, submit, and manage all required permits from County municipal building departments and/or DES Bureau of Water. USACE, SC-DHEC/OCRM permits for the water related construction have already been approved and are included with the RFP.
7. Inspections and certifications required to secure Certificates of Compliance and Certificates of Occupancy.
8. Provide quality control testing and inspections during construction.

9. Provide all equipment including office trailer, dumpster, and portable toilets needed for construction.
10. Manage all documentation during design and construction to include but not limited to.
  - a. Schedule and conduct design phase, pre-construction and construction phase meetings and provide meeting notes for all.
  - b. Submittals reviews and approvals.
  - c. Monthly pay applications.
  - d. Original programming, design and construction schedules and monthly updates for each.
  - e. Requests for information.
  - f. Potential change orders, contractor quotations for additional cost and Change Orders.
  - g. Tests and inspection reports
  - h. Punch list preparation and tracking.
  - i. As-built and closeout documents.
  - j. Prepare surveys and plats for storm water easements as necessary.
  - k. As-built surveys and elevation certificates.
  - l. Operation and maintenance manual for manufactured items installed on the project.

## Construction Drawings

Ninety percent (90 %) construction drawings have been prepared and are included as a part of the RFP. The successful proposer will be responsible for completing the drawings as needed for permitting and construction.

## Phase

### Construction Documents and Permitting Phase

The Design-Build Team shall prepare, review, and revise, subject to Owner's approval, Construction Documents consisting of Drawings and Specifications setting forth in detail the requirements for the construction of the Project. They will be responsible for completing construction documents required by local permitting agencies, the permitting processes, and for installation of all components.

### Requirements for Commissioning a Water Supply System in a Public Marina in South Carolina if Required

- 1. Permit to Construct:** Required before any construction, expansion, or modification of a public water system. Applications must include engineering and water quality data and be certified by a licensed professional engineer. (SC Code §44-55-40)
- 2. Compliance with R.61-58:** Must meet State Primary Drinking Water Regulations covering construction permits, design standards for distribution, pumping, storage, and water quality (R.61-58.1, R.61-58.4, R.61-58.5).
- 3. Cross-Connection Control:** Prohibits any unprotected cross-connections and requires certified backflow testing. (SC Code §44-55-40(D))
- 4. Final Inspection & Approval:** The system may not operate until SCDES performs a final inspection and grants approval. (SC Code §44-55-40(C))
- 5. Ongoing Operational Requirements:** Must comply with sampling, reporting, and maintenance mandates once operational. (R.61-58)
- 6. Coastal Zone Requirements:** Marina utilities may require additional permitting under Regulation 30-12 for coastal construction.

Proposed cost itemization of costs to complete project shall be provided by Design Build Team.

Owner has obtained the required permits for construction of the proposed improvements, and they are available for review upon request.

	<u>Permitting Authority</u>	<u>Permit Issued</u>	<u>Permitted Activity</u>
<b>A</b>	<u>SCDES (DHEC) Permit Number: 2002-12823</u>	<u>Critical Area/Coastal Zone Consistency Certification &amp; Water Quality Certification</u>	<u>Dock Construction</u>
<b>B</b>	<u>United States Department of the Interior Fish and Wildlife Service Project Code: 2025-0046645</u>	<u>List of Threatened and Endangered Species</u>	<u>Project</u>
<b>C</b>	<u>USACOE SAC-2002-12823</u>	<u>Jurisdiction Wetland Impacts</u>	<u>Fishing/Crabbing Dock, Access Boardwalk, Floating Dock, Riprap Revetment</u>
<b>D</b>	<u>Minor Jurisdictional Wetland Impacts</u>		

### Construction Phase and Construction Administration

Prior to commencing construction, a detailed cost analysis and schedule of the proposed construction shall be provided to show the detailed timeline for construction work schedule.

1. The Contractor is to be responsible for overall project construction quality control including protection and security of site, provides directives to sub-contractors and attends scheduled construction meetings on site. Schedule and attend construction progress meetings.
2. Provide inspection/field condition reports as needed.
3. Schedule inspections by all required agencies and officials.
4. Provide other duties as outlined in contract and as required by project schedule.
5. Maintain work schedule.
6. Attend meetings with owner, consultants, and subcontractors.
7. Project Close-out

The Design Build Team leader shall provide construction coordination and is responsible for communicating with team members / owner, prime contractors and attend scheduled construction meetings on site. This individual is to include providing reports and meeting minutes to owner, team members, sub-consultants, and sub-contractors. If team leader is replaced during construction period, replacement will require CCPRC approval of same or greater credentials and experience level initially proposed prior to replacements’ start of work.

- Provide input for reports.
- Progress meeting minutes
- Responsible for review of all project billing
- Facilitate progress meetings onsite
- Assist with Project Close-out
- Other duties as outlined in contract

### Project Close-Out

Project will conclude as Final Completion when the punch list, created by owner’s consultant and CCPRC project manager, has been approved as completed from owner’s consultant. Final payment shall be within thirty (30) days after the last of the following:

1. Completion of the Punch List:

- a. Acceptance and occupancy of the project;
  - b. Successful Final Completion inspection by the Owner
  - c. Satisfactory completion of all terms and conditions of this agreement;
2. Provide accurate site construction As-Built drawings representing, in accordance with the contract. As-Builts are to be sent to consultant to review and approve prior to final approval by owner.
  3. Provide written warranties covering quality of labor and installation of all products/materials and deliver to prime consultant at close of project. Workmanship and Materials shall be guaranteed for 1 year from Final Completion of each project task.
  4. Close-out documents required before final payment. Documents are first provided to the owner's consultant for review and approval prior to providing them to Owner.
  5. The Contractor shall identify requirements for any permits or documentation required by any governmental authority and shall assist the owner's consultant in filing documents required for the approval of governmental authorities having jurisdiction over the Project.

## Ownership of Contractor's Work Product

Any documents prepared by the Design Build Team for this project are for CCPRC's use. CCPRC shall have sole ownership of such documents, which may include making reproducible copies. CCPRC may use this information in connection with follow-up contracts for design services, further planning, construction, or for permitting uses.

## Project Cost

The Project Cost under this Request for Proposal is to be inclusive of all fees for the Design-Build Team and sub-consultant fees including all taxes, studies, surveys, labor, materials, equipment, and services required for this project and including compliance with all state and local codes. Reimbursable expenses are not applicable to this contract. All permitting costs are to be included in the base offer, including permit-related signage.

1. Include any and all fees in the cost proposal. Reimbursables are not applicable to this contract.
2. Pricing shall be based on all considerations identified in the RFP (including specifications and drawings) and Proprietor's provided narrative.
3. Proposals shall include all charges including fees, but not limited to, deliveries, taxes, and duties of any kind levied by federal, state, municipal, or other governmental authority.
4. Items the contractor considers relevant to the project which are not included in this RFP shall be noted separately within their proposal on their Cost Proposal Form and justified in their submitted task narratives.

## Proposal Requirements/Qualifications

1. Contractor is to provide evidence, with references, of three (3) completed projects comparable in size, scope and complexity to the construction proposed for this project.
2. Demonstrates through submitted narratives and drawings a command of the approach, material, equipment and understanding necessary to complete this specialized construction project. Justifications made in the attached cost proposal form should be addressed in narrative.

## Ownership of Contractor's Work Product

Any documents prepared by the construction team for this project are for CCPRC’s use. CCPRC shall have sole ownership of such documents, which may include making reproducible copies. CCPRC may use this information in connection with follow-up contracts for design services, further planning, construction, or for permitting uses.

## Selection Process

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The selection of a Proposer is anticipated to occur through the process outlined herein and referenced under the Selection Criteria and Submittal Requirements proposal headings.

## Schedule

The Request for Proposal shall be available to any qualified Prospector who chooses to respond. CCPRC reserves the right to waive any irregularities and/or to reject any or all proposals that do not adequately meet the intent of the RFP or cannot be produced within the approved schedule. No proposal may be withdrawn for a period of sixty (60) days after the date the proposals are due. CCPRC also reserves the right to accept the proposal as a whole, or any items listed in the RFP. Listed below is the anticipated schedule for the selection process.

<b>Proposal Site Meeting</b>	<b>February 18, 2026</b>	<b>11:00 am ET</b>
<b>Written Questions Deadline:</b>	<b>February 26, 2026</b>	<b>2:00 pm ET</b>
<b>Addenda issued, if deemed necessary:</b>	<b>March 10, 2026</b>	<b>2:00 pm ET</b>
<b>Proposal deadline:</b>	<b>March 31, 2026</b>	<b>2:00 pm ET</b>

## Site Meeting

- For all interested prospective contractors, a site visit provides an opportunity to view the site, take measurements, and get a thorough project briefing directly from CCPRC’s consultant and owner. Any questions that arise will need to be followed up in written form and submitted to receive answers.
  - Meeting time: **February 18<sup>th</sup>, 2026, at 11:00 am ET.**
  - Meeting location: 1010 Tidewater Road North Charleston SC 29405
- All prospective contractors will be responsible for verification of the site conditions and by submittal of a proposal, certify that they have verified measurements and are familiar with the facilities prior to submitting a proposal
- CCPRC will not meet with individual companies outside of the set Proposal Site Meeting date and time. Prospective contractors who don’t attend the Proposal Site Meeting, or prefer multiple site visits, can visit the park during regular park hours. **Contractors not attending the Proposal Site Meeting may not ask park staff or consultants about the project tasks in person and must submit written questions before the deadline.**

## Written Questions

All questions pertaining to the proposal documents shall be referred by e-mail to [prcprocurement@ccprc.com](mailto:prcprocurement@ccprc.com). The last day and time for submittal of written questions shall be no later than **2:00 p.m. ET, February 26, 2026**. Any interpretation, correction or change of the RFP documents will be made by addendum. It is your responsibility to monitor the Procurement website at [www.ccprc.com/bids](http://www.ccprc.com/bids) for any additional information, revisions, or addenda that may be posted.

### ADDENDA:

- An addendum, if deemed necessary, will be posted on the website, [www.ccprc.com/bids](http://www.ccprc.com/bids).

2. It is the submitter's responsibility to determine whether an Addendum has been issued. If so, the submitter must obtain copies of such Addendum from the Commission's website [www.ccprc.com/bids](http://www.ccprc.com/bids) and agrees to be bound by all Addenda that have been issued for this solicitation.

**DEADLINE:**

Proposals must be received via email, [prcprocurement@ccprc.com](mailto:prcprocurement@ccprc.com) no later than **Tuesday, March 31, 2026, at 2:00 P.M. ET.**

## **Selection Criteria**

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Only concise, professional, and complete proposal submissions will be considered. Accepted proposals will be evaluated by the criteria listed below, the quality and content of the proposal and narratives, and ultimately, what is deemed most appropriate for the site and most advantageous to CCPRC.

Proposals are evaluated and independently ranked based upon the following factors: All factors are equal.

- 1) Cost**
- 2) Project Approach & Performance Differentiators**
- 3) Past Performance**
- 4) Capacity**
- 5) Corporate Experience**

### **Criteria for Selecting based on Qualifications**

Each Proposer by submitting proposals represents that:

1. The Proposer has read and understands this solicitation (including all Attachments in the RFP) and that its offer is made in accordance therewith.
2. The Proposer has reviewed the solicitation, has become familiar with the local conditions under which the service is to be performed, and has correlated personal observations with the requirements of the proposed RFP
3. The Proposer is qualified to provide the services required under this solicitation and, if awarded the Project, will do so in a professional, timely manner using Proposer's skill and attention.

## **Basis of Award**

The award determination shall be based on technical factors (factor #2 – 5) and Cost (factor #1) which together constitute a best value to CCPRC; however, not necessarily the lowest Cost. The objective is selection of a contractor whose overall proposal demonstrates the best value to CCPRC based on the stated criteria.

Following the proposal deadline, a selection committee will review, analyze and rank all submittals based on their response to the information requested.

Right to Protest: Prospective offeror may protest the prospective award of a contract in writing to the Executive Director or designee.

If desired, the selection committee may conduct discussions with short listed firm(s) submitting responses and shall select from among them, the firm(s) deemed most qualified to provide the required construction. At the discretion of CCPRC, the discussions with the firm(s) may consist of written questions and responses, and/or personal interviews with members of the firm(s). If personal interviews are required by the CCPRC, the persons proposed to be responsible for performing the work required herein shall attend the interview. If requested, firms should be prepared to submit financial status information, which shall be held in confidence.

The CCPRC reserves the right to reject any or all submittals, and to waive defects, technicalities and/or irregularities in any submittal. CCPRC reserves the right to finalize a contract based on all factors involved in the written qualification submittal without further discussion or interviews.

Each response to this Request for Proposal will be subject to the same review and assessment process. All Proposer submitting a proposal must provide at a minimum, their expertise and capabilities as they relate to the Factors 2 through 5, Emphasize your knowledge and working expertise in the area of the marine and waterfront construction and work outlined by the RFP.

## Basis of Evaluation Criteria for each Factor

The Proposer shall be rated higher during evaluations if their proposal meets or exceed the following items: (Factors 2 through 5).

### Factor 1- Cost

Basis of Evaluation: CCPRC will evaluate based on the submitted Cost Proposal Form

Factor and Solicitation Submittal Requirements:

1. Comparison of proposed Cost received
2. Cost realism analysis will be performed.

### Factor 2- Project Approach and Performance Differentiators

Basis of Evaluation: The Consultant may be rated higher during evaluations if their proposal meets and/or exceeds the following items:

- Understanding of the permitting process required by state and county jurisdictions
- Approach to the process and ability to meet design and construction schedule

Factor and Solicitation Submittal Requirements:

1. Detailed narrative of Proposer's approach demonstrating knowledge and expertise with water related improvements projects
2. The reason Proposer's proposal should be selected
3. Responsiveness and compliance with RFP
4. Construction documents detailing clear communication to owner's consultant the RFP intent is met

### Factor 3- Past Performance/Experience

Basis of Evaluation: The degree to which past performance evaluations and all other past performance information reviewed (i.e., performance recognition documents and information obtained for any other sources) reflects a trend of satisfactory and/or an outstanding level of performance, considering:

- Demonstrated knowledge and specific experience with construction services for water-related improvements
- Successful completion of all projects lasting well past workmanship's warranty period
- Cooperativeness and teamwork at all levels (managers, contracting officers, procurement office, auditors, etc.)
- References

#### Factor and Solicitation Submittal Requirements:

Ensure correct phone numbers and email addresses are provided for all client points of contact. Submit a copy of references which contains the point of contact information for each of the three required client references.

1. Provide three recent client references (from within the past five years)
2. Provide the client's name, as well as address and telephone number for a point of contact who can provide information regarding the Proposer's role on prior projects.
3. The Proposer is encouraged to submit any other information they believe will enhance their position in the evaluation criteria
4. Reputation and previous experience of Proposer
5. Proposals shall identify the qualified, knowledgeable contact person who will be the point person for the entire project (Project Superintendent). Proposals shall also provide a statement of the Proposer commitment that the identified individual(s) will be involved throughout the entire project

In addition to the above, CCPRC may review any other sources of evaluation information of past performance. Other sources may include, but are not limited to, inquiries of Proposer representative(s), and any other known sources not provided by the Proposer. While CCPRC may elect to consider data from other sources, the burden of providing detailed, current, accurate, and complete past performance information rests with the Proposer. Based on the trend and satisfactory and/or outstanding ratings, performance may be rated higher.

#### **Factor 4- Capacity**

Basis of Evaluation: The Proposer will be evaluated to determine if their proposal meets or exceeds the Owners' schedule.

- A critical timeline is required to be provided in the proposal that shows how the deadline will be met and how the time will be used efficiently and effectively.
- The team effectively demonstrates their ability to meet the proposed schedule and deliver the project within a timely manner.
- Demonstrated good and clear communication w/consultants and owners throughout projects.
- The Proposer demonstrates its capacity to construct this project with the Proposer's existing workload

#### **Factor 5 – Corporate Experience**

Basis of Evaluation: The Proposer will be evaluated to determine if their proposal demonstrated the necessary corporate experience in performing design-build projects.

#### Factor and Solicitation Submittal Requirements:

Proposals shall identify the Principal-in-Charge and Project Superintendent for this project. If superintendent is replaced during construction period, replacement will require CCPRC approval of same or greater credentials and experience level initially proposed prior to replacement's start of work. Approval shall be obtained from CCPRC prior to start of work. Proposals shall also provide a statement of the firm's commitment that the identified individuals will be involved throughout the entire project and must address this, at a minimum. The organizational strength and stability of the responding firm is an important component to the selection process. The experience of work by the firm, which was obtained by personnel no longer with the firm, and therefore, not available for work with this project, is of no interest to CCPRC and shall not be submitted in response when providing the firm's qualifications. CCPRC evaluators will only consider firm's projects that were presided over by project members who still work for the firm in the office submitting a proposal. Failure to properly identify work accurately may disqualify the proposal.

1. Provide documentation of the team capability and experience include:
  - a. Demonstration of team's ability to perform the indicated services.

- b. Organization Chart of the proposed project team including sub-contractors showing member names.
  - c. Provide primary team members construction licenses related to marine work and general contracting work.
2. Proposal shall clearly address the following:
- a. Names, titles and responsibilities of those who would work on this project.
  - b. Resume of each project team leader that will be assigned to this project to include education and/or related experience.
  - c. Detailed description with each project explaining the scope of work performed
  - d. Applicable professional registrations and licenses.
  - e. Longevity with team.
  - f. Membership in professional organizations.
  - g. Quality and breadth of experience as provided in the form of similar projects and references.
  - h. Professional awards received by the individual on projects where the individual played a key role.
  - i. Detail individual's experience in the capacity of Project Manager that will be assigned to this project - highlighting experience with similar projects.
  - j. Provide the title of the referenced project, year work was done, name of the client and the name, address and telephone number of a contact person knowledgeable of that individual's role on the project.
  - k. Provide a listing of key members of the team, their experience with similar projects and their role on the projects, a listing of what your team offers that others may not.

## Submittal Requirements

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All costs associated with the preparation of the RFP and all costs associated with any interviews, if deemed necessary, will be the responsibility of the Proposer(s). CCPRC assumes no responsibility for any costs incurred by the Proposer(s).

Proposals shall be available for public inspection after the project award; however, proprietary or confidential information marked as such in each proposal shall not be disclosed without prior written consent of the Proposer. It is the responsibility of the Proposer to identify any information deemed proprietary or confidential. Upon submission, all proposals become the Subject Property of the Commission and are subject to public record laws. It is the Proposer's responsibility to notify the Commission of any proprietary information listed in proposals submitted.

**If a proposal contains proprietary information, the Proposer shall include a cover letter indicating such information. In addition, any information in which the proposer considers proprietary MUST be clearly marked "proprietary" next to the relevant part of the text in order for it to be treated as such.**

Proposals will be ranked based upon the information outlined in this RFP. The following must be completed in its entirety and submitted in order to be considered for evaluation.

## How to Submit

Electronic submission is the preferred method of submitting a response to solicitations.

If necessary, a Proposer may request to mail or hand deliver proposal to **Ms. Lanna Wright CPPB, Procurement Coordinator 861 Riverland Drive, Charleston SC, 29412** and clearly marked on the bottom left-hand corner, "Design-Build Construction Services Revetment Waterside Improvements at CRM " and name of Firm and contact person

Electronic Submittals:

1. Click the following link to access the submittal form
  - a. <https://ccprc.com/FormCenter/Procurement-35/Bid-Proposal-Submission-173>
2. Complete the required fields on the form.
  - a. RFP Number = **2026-011**
3. Click File Upload to attach your Proposal with all required attachments
  - a. Upload the proposal as one file.
    - i. The name of the file should include the Contractor's name and the Bid Name: **Design-Build Construction Services Revetment Waterside Improvements at CRM**
    - ii. **Upload Cost Proposal in a separate file.**

**For Mail or Hand Deliver:**

- A. Cost and Technical Proposal:

Proposals must be received no later than **2:00PM, ET March 31, 2026**. Proposals must be sent to the attention of **Ms. Lanna Wright, Procurement Coordinator** at 861 Riverland Drive, Charleston, SC 29412 in a separate envelope clearly marked on the bottom left hand corner, **"Cost Proposal - Design-Build Construction Services Revetment Waterside Improvement at CRM 2026-011"**.

**All Proposer must follow direction as it states in Technical Factors.**

Submit qualifications in the following format:

1. Title Page: Title page showing the Request for Proposal subject; the Team name; the name, addresses, and telephone number of a contact person; and the date of the submittal.
2. Table of Contents: Provide Table of Contents to aid the evaluation of the qualifications.
3. Transmittal Letter: A signed letter of transmittal briefly states the Offeror's understanding of the work to be done, the commitment to perform the work, a statement why the contract believes it to be best qualified to perform the engagement, and a statement that the submittal is an irrevocable offer for sixty (60) days.
4. Detailed Submittal: The purpose of the detailed submittal is for the Offeror to demonstrate their qualifications, competence, and capacity to provide the required services to CCPRC in conformity with the requirements of this solicitation. in conformity with the requirements of this solicitation. Offeror shall submit a qualification for this project meeting the minimum requirements listed.
5. Address each item listed in the Evaluation Criteria based on the ability of your Team as required. Offerors should address all the points outlined herein including 2) Project Approach, 3) Past Performance, 4) Capacity and 5) Corporative Experience
6. Proposer Qualification Form
7. Equal Employment Opportunity Certification
8. Non-Collusion Oath
9. Drug-Free Workplace Certification
10. Compliance with Illegal Immigration Act
11. Insurance Requirement: See Attachment 1; Also, Attachment 2 – License Agreement Article VI
12. Subcontractor Data Form: Please return with cost proposal
13. W-9 Taxpayer Identification Form

## Addenda

Submitter acknowledges that it is the submitter's responsibility to determine whether an Addendum has been issued. If so, the submitter must obtain copies of such Addendum from the Commission's website [www.ccprc.com/bids](http://www.ccprc.com/bids) and agrees to be bound by all Addenda that have been issued for this solicitation.