**SE-221**

**NOTICE OF INTENT TO AWARD - PROFESSIONAL SERVICES CONTRACT**

**AGENCY:**

**PROJECT NAME:**

**PROJECT NUMBER:**

**POSTING DATE:**

Notice is hereby given that the Agency Selection Committee has, in accordance with the requirements of SC Code § 11-35-3220, the *Manual for Planning and Execution of State Permanent Improvement Projects,* and the solicitation documents, reviewed the qualifications of interested firms and determined the firm listed below to be the most qualified for this project. The Agency hereby announces its intent to award a contract to the following firm:

**Name of FIRM selected:**

**DATE OF SELECTION:**

**REMARKS: (*If “No Contract to be Awarded” in entered above, indicate the reason*.)**

**RIGHT TO PROTEST (SC Code § 11-35-4210)**

Any actual bidder, offeror, contractor, or subcontractor who is aggrieved in connection with the intended award or award of this contract may be entitled to protest. To protest an award, you must (i) submit notice of your intent to protest within seven (7) business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen (15) days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided.

PROTEST - CPO ADDRESS - OSE: Any protest must be addressed to the Chief Procurement Officer for Construction, Office of State Engineer, and submitted in writing (a) by email to: protest-ose@mmo.sc.gov, or (b) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201. By submitting a protest to the foregoing email address, you (and any person acting on your behalf) consent to receive communications regarding your protest (and any related protests) at the email address from which you sent your protest.

Pursuant to Section 11-35-410, documents directly connected to a procurement activity may be available within five days after request. All document requests should be directed to the procuring agency project coordinator. If a protest is pending, the protestant’s lawyer may access otherwise unavailable information by applying to the CPO for the issuance of a protective order. Additional information is available at [www.procurement.sc.gov/legal](http://www.procurement.sc.gov/legal).

**BY:**

*(Signature of Agency Head or Designee)*

**Print Name:**        **Title:**

**INSTRUCTIONS TO THE AGENCY:**

1. Post a copy of the SE-221 at the location announced at the interviews.
2. Send the SE-221 electronically to all firms that responded to the Invitation the same day it is posted.