



*William S. Cogswell, Jr.*  
*Mayor*

*City of Charleston*

*South Carolina*

*Department of Parks - Capital Projects*

*Edmond Most*  
*Deputy Director*

**Construction-related Professional Services**  
**Request for Submittals**

The City of Charleston is updating its list of interested firms to consider for potential design and other types of contracts not-to-exceed \$100,000. Firms that offer professional services in the fields of architecture, landscape architecture, surveying, civil, environmental, mechanical, electrical, structural engineering, archaeology, interior design, appraisal services, cost estimating, construction materials testing and historical restoration are invited to submit a resume and current Standard Form 330. If your firm is a certified Minority or Woman-Owned Business Enterprise (MBE/WBE) please indicate its status on the submittal letter.

Firms that have submitted within the past year and do not need to update their data, are not required to resubmit.

***SUBMISSION DOES NOT GUARANTEE A CONTRACT WILL BE AWARDED***

Forward resumes and Standard Form 330 to:

City of Charleston  
Capital Projects Division  
Attn: M. Burghoff  
823 Meeting St., 2<sup>nd</sup> floor  
Charleston, SC 29403