

# Greenville Technical College

Procurement Office  
Building 123 Room 207  
PO Box 5616  
Greenville, SC 29606

## Notice of Intent to Award

Posting Date: June 5, 2018

This is a statement of intent to award a contract and becomes the official statement of award effective **8:00 AM June 15, 2018**, unless otherwise suspended or canceled. Vendor(s) are cautioned not to begin work on the contract or incur any costs associated with the contract prior to the effective date of the contract. Greenville Technical College assumes no liability for the expenses incurred by vendors prior to the effective date of the contract.

Any actual bidder or offeror who is aggrieved in connection with the intended award of a contract shall protest within ten (10) days of the date notification of intent to award is posted in accordance with the procurement code. A protest shall be in writing, shall set forth the grounds of the protest and the relief requested with enough particularity to give notice of the issues to be decided, and must be received by the appropriate Chief Procurement Officer within the time provided. [Section 11-35- 4210].

Mr. Mike Spicer  
Chief Procurement Officer  
Information Technology Management Office  
1201 Main Street, Suite 601  
Columbia, SC 29201  
Facsimile: 803-737-0639  
E-mail: [protest-itmo@itmo.sc.gov](mailto:protest-itmo@itmo.sc.gov)

**Solicitation:** GTC 18-05-235RFP

**Issue Date:** May 11, 2018

**Amendment #1 Issued:** May 21, 2018

**Opening Date:** May 24, 2018 @ 3:00 PM

**Description:** Employee Assistance Program for all Regional Greenville Tech Campuses

**Intent to Award to:** Workplace Services Corp dba LifeServices EAP

**Initial Contract Amount:** \$25,000.00 (not to exceed for year 1)  
**Initial Contract Term:** July 2, 2018-July 1, 2019  
**Renewal Terms:** Option to renew in one year terms

**Maximum Contract Term:** July 3, 2023  
**Maximum Contract Amount:** Up to \$125,000.00 over 5 years (not to exceed)

**Contract Number:** 18-05-235RFP-06152018DRM

**Contract Administrator Designee(s):** Meri Cantrell, Benefits Counselor, HR, 864-250-8704  
Tom Hay, HR Manager, 864-250-8311

### Greenville Technical College Procurement Office

**Buyer:** Deborah McGowan

*Deborah McGowan*