



100 West Washington Street, Room 320 | Hagerstown, MD 21740-4748 | P: 240.313.2330 | F: 240.313.2331
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**PUR-1334
ADDENDUM NO. 1
REQUEST FOR PROPOSALS REGARDING
QUALIFICATIONS AND EXPERIENCE (Q&E)
AND
PRICE PROPOSALS**

**DIVISION OF ENVIRONMENTAL MANAGEMENT
ENGINEERING SERVICES
REQUIREMENTS CONTRACT**

DATE: Tuesday, March 7, 2017

**PROPOSALS DUE: Wednesday, March 29, 2017
4:00 P.M.**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all bids will be based and is issued to correct and/or clarify the original Request for Proposal (RFP) documents.

Please acknowledge receipt of this Addendum at the appropriate space on the Proposal Form. This Addendum consists of three (3) pages and two (2) attachments.

NOTE: All Bidders must enter the Washington County Administration Complex through either the front door at the 100 West Washington Street entrance or through the rear entrance (w/blue canopy roof) which is handicap accessible, and must use the elevator to access the Purchasing Department to submit their proposal and/or to attend the Pre-Proposal Conference. Alternate routes are controlled by a door access system. Washington County Government has announced new security protocols being implemented at the Washington County Administration Complex at 100 West Washington Street, Hagerstown. The new measures took effect Tuesday, February 14, 2017. The general public will be subject to wand search and will be required to remove any unauthorized items from the building prior to entry. Prohibited items include, but are not limited to: Weapons of any type; Firearms, ammunition and explosive devices; Cutting instruments of any type - including knives, scissors, box cutters, work tools, knitting needles, or anything with a cutting edge, etc.; Pepper spray, mace or any other chemical defense sprays; and Illegal substances.

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)

Questions asked during the Pre-Proposal Conference held on Wednesday, March 1, 2017:

Question No. 1: What version of AutoCAD Civil 3D does the County have?

Response: The County has a subscription to AutoCAD thus we have the latest version. For additional information regarding the AutoCAD requirements, refer to the RFP, Page 4, Section II. Scope of Work, letter “N.”

Question No. 2: Under Section XIII – Criteria Used to Determine Qualifications, “I.” How will this be applied?

Response: Refer to the RFP, Page 17, Section XIII – Criteria Used to Determine Qualifications; **DELETE** the letter “I” in its entirety.

Question No. 3: Under Section XIII – Criteria Used to Determine Qualifications, Letter “K.” What will be acceptable demonstration of experience?

Response: Within the section of your proposal where you provide information on projects that your company has completed of similar nature, please list the different regulatory agencies that were involved with the project.

Question No. 4: May the prime consultant subcontract some of the major classification?

Response: Yes.

Question No. 5: Are the bulk of the projects anticipated to be water and sewer related or are there some stream restoration projects?

Response: The bulk of the projects will be water and sewer related.

Question No. 6: Are there any MBE/WBE requirements for this project?

Response: There are no MBE/WBE requirements for this project.

Question No. 7: For the Resident classification, how much notice would the County provide the Consultant before requiring the individual?

Response: The County would provide a minimum of two (2) weeks notice to the Consultant.

Question No. 8: Can the Pre-Proposal Conference Sign-in Sheet be issued?

Response: Yes, the attendance sign-in sheets are attached hereto.

ITEM NO. 1: *Inquiry:* I am trying to reach out to parties submitting proposals for PUR-1334. Our company typically sub contracts out to such engineering firms as we have highly specialized experience in the Construction Quality Assurance (CQA) of both compacted clay as well as geosynthetic liner systems.

Response: Attached is a list of interested firms and individuals that have downloaded the RFP document from the Washington County Purchasing website; this list includes company contact information from all firms that have downloaded the RFP document as of today, March 7, 2017.

ITEM NO. 2: *Inquiry:* The RFP requires some positions to have a Maryland Professional Engineer's License. Is it acceptable to propose a professional engineer who has a pending application (for reciprocity) with the Maryland PE Board?

Response: There shall be at least one (1) individual in each of the professional classifications that has a current Maryland license. In addition to providing one (1) current Maryland license holder, it is acceptable to propose a professional engineer who has a pending application (for reciprocity) with the Maryland PE Board. The County shall require proof that the proposed individual has obtained a Maryland license prior to being assigned to working on any County project.

By Authority of:

A handwritten signature in black ink that reads "Karen R. Luther". The signature is written in a cursive, flowing style.

Karen R. Luther, CPPO
Director of Purchasing

**Pre-Proposal Conference
Engineering Services (DEM)**

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Pre-Proposal Conference
Engineering Services (DEM)

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RFP Document Downloads of PUR-1334 Engineering Services (DEM) as of March 7, 2017

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RFP Document Downloads of PUR-1334 Engineering Services (DEM) as of March 7, 2017

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Construction Journal	Pamela Exton	Pamela Exton	400 SW 7th Street		Stuart	FL	34994 800-785-5165	800-785-5165		bids@thecj.com
Onvia, Inc.	Source Management	Source Management	509 Olive Way Suite 400		Seattle	WA	98101 206-373-9500			sourcecmgt@onvia.net