



COORDINATING COMMITTEE

PUR-1481 ADDENDUM NO. 2

REQUEST FOR PROPOSALS REGARDING QUALIFICATIONS AND EXPERIENCE PROPOSALS AND PRICE PROPOSALS FOR

FACILITY DESIGN SERVICES REQUIREMENTS CONTACT

DATE: Thursday, October 15, 2020

**Proposals Due: Wednesday, October 28, 2020
4:00 P.M., (EDT/EST)**

To Bidders:

This Addendum is hereby made a part of the Contract Documents on which all proposals will be based and is issued to correct and clarify the original documents.

Please acknowledge receipt of this Addendum in the Q & E/Technical Proposal submittal. This Addendum consists of five (5) pages and one (1) attachment.

NOTE: Washington County government has limited access to the Washington County Administration Complex at 100 West Washington Street, Hagerstown, Maryland until further notice. All Bidders shall allow ample time for delivery of their bid packets. Delivery of bid packets via-courier service or United States Postal Service (USPS) will be accepted. For those bidders who wish to deliver their bid packet in person will need to call 240-313-2330 to schedule an appointment.

ITEM NO. 1: Inquiry: Are you looking for a MEP firm to lead this effort, or are looking for an architect to lead?

Response: Refer to the RFP document, Page 9, Request for Proposals, IX, Qualifications, Letter A.

ITEM NO. 2: Inquiry: Are you expecting one firm to provide a team to cover all of the services under III. Scope of Work B, 1-11.?

Response: Interested Consultants shall develop a team of professionals who are capable of offering all the variety of services defined herein. Those professionals may be from different firms but shall cover the qualifications requested in Qualifications Section IX.

ADDENDUM NO. 2

Facility Design Services Contract

PUR-1481

Page 2

ITEM NO. 3: Inquiry: can you please share what upcoming projects Washington County is anticipating.

Response: A noteworthy upcoming project is the Martin Luther King Building Gymnasium Renovation which will require upgrades to the building electrical service, HVAC system, and gymnasium area.

ITEM NO. 4: Inquiry: How do we get an invitation to the pre-proposal meeting? We were not able to reach anyone when we called the number

Response: The pre-proposal meeting was on 10/7/2020.

ITEM NO. 5: Inquiry: For SF330 resumes, do we need resumes for all possible personnel? If so, should we follow the breakdown on Attachment C?

Response: SF330 resumes should be provided for all personnel who will be assigned to the contract for the positions listed in Attachment "C".

ITEM NO. 6: Inquiry: For SF330 project, does each project have to be an individual task order or can an on-call contract be submitted as one project?

Response: It is up to the discretion of the bidder if they believe either an entire on-call contract demonstrates relevant projects and experience or if tasks are worth listing individually as relevant projects.

ITEM NO. 7: Inquiry: What upcoming projects are anticipated by Washington County so we can provide relevant experience within the proposal.

Response: In addition to the Martin Luther King Building Gymnasium renovation other systemic related building facility work is anticipated to arise including but not limited to HVAC replacements, golf course clubhouse renovations, building structural inspections.

ITEM NO. 8: Inquiry: For the proposal, is a complete SF330 required, part 1 and part 2?

Response: Yes.

ITEM NO. 9: Inquiry: To clarify, the County would like 1 original, 5 copies and 6 flash drives for both the technical proposal and the price proposal, totaling in 2 originals, 10 copies and 12 flash drives?

Response: Yes.

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

ADDENDUM NO. 2

Facility Design Services Contract

PUR-1481

Page 3

ITEM NO. 10: Inquiry: Is there MBE/DBE/Small business set aside in this RFP

Response: No.

ITEM NO. 11: Inquiry: Are you sending us the sign in sheet of the people who attended the preproposal meeting today with their contact email and phone #.

Response: Please see Attachment "A" to this addendum.

ITEM NO. 12: Inquiry: Are you looking for a MEP firm to lead this effort, or are looking for an architect to lead?

Response: See the response to Item No. 1 in this Addendum.

ITEM NO. 13: Inquiry: Are you expecting one firm to provide a team to cover all of the services under III. Scope of Work B, 1-11.?

Response: See the response to Item No. 2 in this Addendum.

ITEM NO. 14: Inquiry: Can firms submit as a prime and as a subconsultant?

Response: Yes.

ITEM NO. 15: Inquiry: What types of projects are you looking for when you say on page 12: "Provide a listing of relevant projects."

Response: The majority of the anticipated work for this contract are projects related to regular facility improvements and building maintenance needs including office renovations, mechanical, electrical, plumbing, structural and architectural/building support services.

ITEM NO. 16: Inquiry: Please confirm the resumes that we are to submit for this proposal. On page 2 section II. Scope of Work, Item B – various services are listed to be held under this contract including Mechanical Engineering/ HVAC Engineering, Electrical Engineering, Plumbing Engineering, Structural Engineering; Energy Management, Lighting Design, System Commissioning, Sustainable Design, Industrial Hygiene, Architectural Services. However, on beginning on page 9 resumes listed include Project Manager, Professional Engineer/Architect, Design Engineer/Architect, CAD Tech/Draftsperson, Industrial Hygienist/Environmental Specialist, Landscape Architect, Interior Design and Clerical. The services listed on page 2 and the resumes addressed on pages 9-10 do not match.

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

ADDENDUM NO. 2

Facility Design Services Contract

PUR-1481

Page 4

Response: Resumes for key personnel shall be submitted for each discipline or area of service in accordance with qualifications on pages 9 thru 10.

ITEM NO. 17: Inquiry: Please confirm that you are requesting a complete SF 330 including Part I, Sections A-H, and Part II.

Response: Yes.

ITEM NO. 18: Inquiry: Please confirm if we are to submit resumes in SF 330 Section E format.

Response: Yes.

ITEM NO. 19: Inquiry: Please confirm if we are to submit projects in SF 330 Section F format.

Response: Yes.

ITEM NO. 20: Inquiry: Please confirm where in our proposal we are to include Addendum confirmation.

Response: Refer to the RFP document, Page 20, Proposal Form – Attachment A.

ITEM NO. 21: Inquiry: For Attachment C, Staff Matrix – are we to provide a resume for every assigned staff position listed? Specially, for the Computer Aided Design Technician and Clerical Position Classifications they are listed three times.

Response: Resumes are not required for CAD Technicians and Clerical positions. See response to Item Nos. 5 and 6 in this Addendum.

ITEM NO. 22: Inquiry: For the Computer Aided Design Technician (Draftsperson) qualifications listed on the page 10 of RFP, would Washington County consider three years of experience with AutoCAD 3D MEP instead of AutoCAD Civil 3D?

Response: Yes.

ITEM NO. 23: Inquiry: Is Attachment D – Government-wide Debarment and Suspension requested from all the teaming partners, or just the prime firm?

Response: Attachment D – Government-wide Debarment and Suspension are required from all parties.

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

ADDENDUM NO. 2

Facility Design Services Contract

PUR-1481

Page 5

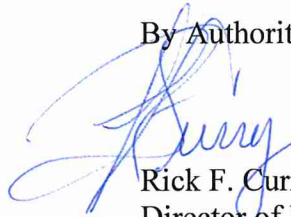
ITEM NO. 24: Inquiry: I am requesting for a list of attendees from the pre-proposal meeting.

Response: Please see Attachment "A" to this addendum.

ITEM NO. 25: Inquiry: In our SF330 submission, are we to include project examples from subconsultants? Or are you just looking for project examples from the prime firm submitting the proposal?

Response: The SF330 submission shall cover the disciplines listed whether the examples are from the subconsultant and/or the prime firm.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

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

Pre-Proposal Date: October 07, 2020@ 10:00 A.M.

Tele-Conference
(PUR-1481) Facility Design Services Requirements Contract

Representative's Name/E-mail (Please Print)	Company / County Dept.	Address City, State, Zip	Phone	Fax
Rick Curry E-mail rcurry@washco-md.net	Washington County Purchasing Department	100 West Washington Street, Rm. 3200 Hagerstown, MD 21740	240-313-2330	240-313-2331
Name Vishal Gupta E-mail Vishal@sngeng.com	SNG Engineering	344 Main Street Suite 200 Gaithersburg, MD 20878	301-548- 0055	
Name Julia Webster E-mail JBW@KIBART		901 Delaware Rd Suite 301 Towson, MD 21204	410-494-1111	
Name Amanda Kerley E-mail akerley@bigwaha.com	Big Nel Watkins Hasser Architects	1 Park Place Suite 250 Annapolis, MD 21401	410-224- 2727	
Name Christine Venuto E-mail cvenuto@intreeguedesigns.com	Intreegue Designs	5668 Furnace Ave Suite A Elkridge, MD 21090	202-352- 3732	
Name Janet Ladd E-mail jladd@adtekengineers.com	Ad Tek Engineers	9990 Fairfax Blvd Suite 300 Fairfax, VA 22030	703-691- 4040 x155	
Name Kevin Kneer E-mail kkneer@proffittandassociates.com	Proffitt & Associates	49 S. Carroll St Frederick, MD 21701	443-523- 2905	
Name Sun Ahn E-mail sahn@minengineering.com	Min Engineering	10 Sudbrook Lane Pikesville, MD 21208	410-486- 4692	
Name Phillip Frederick E-mail pfrederick@sgh.com	SGH, Inc.	1625 Eye Street Suite 900 Washington DC 20036	717-372- 6293	
Name Les Grim E-mail lsgrim@lsm.com	LS Grim	19922 Jefferson Blvd Hagerstown, MD 21742	301-797- 1702	

Pre-Proposal Date: October 07, 2020@ 10:00 A.M.

Tele-Conference
(PUR-1481) Facility Design Services Requirements Contract

Representative's Name/E-mail (Please Print)	Company / County Dept.	Address City, State, Zip	Phone	Fax
Name Mindy Hinsley E-mail mindy@sugarassociates.com	Sugar Associates	2909 Old Court Road Baltimore, MD 21208	410-602- 2909	
Name Karen Sugar E-mail karen@sugarassociates.com	Sugar Associates	2909 Old Court Rd Baltimore, MD 21208	410-602- 2909	
Name Lindy Hahn E-mail lhahn@bkma.com	Burdette Koehler + Murphy & Associates	6300 Blair Hill Lane Suite 400 Baltimore, MD	410-323- 0600 21209	
Name Catherine Dewitt E-mail cdewitt@bkma.com	"	" "	410-323- 0600	
Name Wendy Taylor E-mail wtaylor@bfmarchitects.com	BPM Architects	473 N. Potomac St Hagerstown, MD 21740	301-733- 5600	
Name Aaron House E-mail ahouse@bfm	BPM	"	301-733- 5600	
Name Amy House E-mail amyhouse@bfm	BPM	"	301-733- 5600	
Name Matt Konkle E-mail mkonkle@AlbanEngineering.com	Alban Engineering	303 International Circle Suite 450 Hart Valley, MD 21030	410-842- 2757	
Name Gby Mendon E-mail blveng2010@gmail.com	BLV Engineering Assoc.	8 Spring Glen Court Cockeysville, MD 21030	516-417- 4462	
Name Pete Stone E-mail pstone@pennoni.com	Pennoni Associates	8890 McGaw Rd Suite 100 Columbia, MD 21045	443- 845-1253	

Pre-Bid Date: October 07, 2020 @ 10:00 A.M.

[illegible]