

MARYLAND STATE HIGHWAY ADMINISTRATION
OFFICE OF PROCUREMENT AND CONTRACT MANAGEMENT
CONSULTANT SERVICES DIVISION
707 NORTH CALVERT STREET
BALTIMORE, MARYLAND 21202

May 9, 2024

Contract No.: BCS 2024-06
Description: Federal Grant Programs –
Planning and Engineering Services –
Statewide - SBE

REQUEST FOR TECHNICAL PROPOSAL ADDENDUM NO. 1

To All Offerors:

This addendum is being issued on the Request for Technical Proposal for BCS 2024-06. All prospective Offerors must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Addendum No. 1 by signing, dating and attaching this addendum in the front of their submittal. Failure to attach this signed and dated Addendum No. 1 in the submittal may result in rejection.

Please be advised that the Technical Proposal delivery date for this procurement is **12:00 PM (NOON) on June 24, 2024**. Technical Proposals received after the deadline will not be accepted no matter how transmitted.

PEN AND INK CHANGES

Please note the following changes to the BCS 2024-06 Request for Technical Proposal issued May 7, 2024:

O1 Section D.iii.1-3. Key Staff:

- ~~1. **Key Staff 1:** Project Manager / Professional Engineer (PE) registered in the State of Maryland with a minimum of ten (10) years' experience performing construction management of traditional and innovative construction contracts including transportation related projects of varying sizes and managing construction inspection staff on a daily basis; a Bachelor of Science (or higher) from an accredited college or university in Civil Engineering or Construction Management; and employed by the Prime/JV or any of the Subconsultants; who will serve as the Project Manager and the Primary Liaison. Preferred qualifications include Certified Construction Manager (CCM) or Project Management Professional (PMP) credentials.~~
- ~~2. **Key Staff 2:** A Construction Manager with a minimum of eight (8) years of experience in transportation construction; expertise in construction inspection of TCDs and ITS, concrete structures, constructability reviews, and structure remedial engineering; a Bachelor of Science (or higher) from an accredited college or university in Civil Engineering or Construction Management; knowledge and skills to lead a team of certified inspectors and construction office support staff performing inspection of traffic control devices and administration of traffic control device construction contracts, employed by the~~

~~Prime/JV or any of the Subconsultants. Preferred qualifications include Certified Construction Manager (CCM) credentials.~~

- ~~3. **Key Staff 3:** Professional Engineer (PE) registered in the State of Maryland with four (4) years of experience managing Civil Engineering projects as a professional engineer (a minimum of eight (8) years of total experience in Civil Engineering); expertise in traffic engineering, remedial engineering, MicroStation/CADD, and traffic control device plan development and revision, as built; a Bachelor of Science (or higher) from an accredited college or university in Civil or Traffic engineering; employed by the Prime/JV or any of the Subconsultants. Preferred qualifications include a Professional Traffic Operations Engineer (PTOE) certification.~~

REPLACE WITH:

C1 Section D.iii.1-4. Key Staff:

1. **Key Staff 1:** *Project Manager* - A Professional Engineer (PE) registered in the State of Maryland with a minimum of eight (8) years' experience managing a variety of transportation-related design and construction projects; expertise in planning, engineering and the transportation development process; a Bachelor of Science (or higher) from an accredited college or university in Civil Engineering or Construction Management; employed by the Prime/JV who will serve as the Project Manager and the Primary Liaison. Preferred qualifications include Certified Construction Manager (CCM) or Project Management Professional (PMP) credentials.
2. **Key Staff 2:** *Design Engineer* - A Professional Engineer (PE) registered in the State of Maryland with a minimum of eight (8) years' experience in highway engineering and design on a variety of transportation related projects including highway, hydraulics, pedestrian and bicycle facility designs; expertise in context sensitivity practices, practical design theories and practices, innovative design, project management and alternative project delivery methods; a Bachelor of Science (or higher) from an accredited college or university in Civil Engineering; employed by the Prime/JV or any of the Subconsultants who will serve as the Secondary Liaison.
3. **Key Staff 3:** A *Construction Manager* with a minimum of eight (8) years of experience performing highway and bridge/structures construction management and inspection on a variety of transportation related projects; expertise in constructability reviews, administration of construction contracts, budgeting, resource allocation and risk management; a Bachelor of Science (or higher) from an accredited college or university in Civil Engineering or Construction Management; employed by the Prime/JV or any of the Subconsultants. Preferred qualifications include Certified Construction Manager (CCM) credentials.
4. **Key Staff 4:** A *Structural Engineer* with a minimum of eight (8) years of experience developing and reviewing structural designs and contract documents for new and rehabilitated highway structures and other transportation projects; expertise in highway design, highway facilities and structure construction engineering; a Bachelor of Science (or higher) in Civil Engineering from an accredited college or university; employed by the Prime/JV or any of the

Subconsultants.

Questions from Potential Offerors

The deadline for questions for this contract will end at 12:00 PM (NOON) on May 20, 2024. The following questions are written Request for Technical Proposal Questions received prior to the deadline and submitted through the eMaryland Marketplace (eMMA) Q + A Discussion Board at emma.maryland.gov. The responses are provided for clarification to all prospective offerors in bold after the questions:

- Q1 “Could you please confirm the requirements for key staff? The 3 Key Staff requirements are identical those for a previous contract (BCS 2013-15) with a different scope of work. The key staff requirements seem to over emphasize the need for Construction Management and Traffic Engineering compared to the Scope of Services.”
- A1 Please see C1, above. The Key Staff descriptions have been corrected.**
- Q2 “Please confirm that the procurement is reserved for Small Business Enterprise (SBE) vendors only.”
- A2 SHA confirms that this procurement is reserved for Small Business Enterprise (SBE) vendors only.**
- Q3 “Please advise if a Joint Venture partner or a subconsultant is required to be a Small Business Enterprise (SBE) firm.”
- A3 All firms proposed in a Joint Venture (JV) must be MDOT certified SBE firms in order to qualify or they will be disqualified. All Subcontractors must be MDOT certified SBE firms.**
- Q4 “We would like to request the deadline for this submission to be adjusted to a later date due to the larger contract's deadline.”
- A4 The technical proposal due date for this procurement will remain 12:00 PM (NOON) on June 24, 2024 as stipulated in the solicitation.**

**THE SIGNED ADDENDUM MUST BE INCLUDED IN THE SUBMISSION IN
FRONT OF THE TRANSMITTAL LETTER.**

Jada Wright

May 9, 2024

Ms. Jada J. Wright, Director
Office of Procurement and Contract Management

Date

Acknowledgement of Receipt

Firm Name

Signature-Authorized Official

Title

Date