

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

March 9, 2015

Contract No.: BCS 2014-01
Description: Structures Condition
Inspection and Evaluation Services,
Statewide

EXPRESSION OF INTEREST ADDENDUM NO. 1

To All Consultant Candidates:

Please be advised that the Expression of Interest **submittal deadline for Contract BCS 2014-01 is due by 12:00 PM (NOON) on March 26, 2015.** Expression of Interests received after the deadline will not be accepted no matter how transmitted and will be returned unopened to the Consultant.

This addendum is being issued on the Advertisement for BCS 2014-01. All prospective Consultants must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Expression of Interest Addendum No. 1 by signing, dating and attaching this addendum to the front of their Expression of Interest submittal. Failure to attach this signed and dated Addendum No. 1 in the Expression of Interest submittal (as a PDF on the CD and in the bound Expression of Interest copies) may result in rejection.

CONSULTANT QUESTIONS

Q1: “Does the submittal of this EOI affect in any way the EOI’s already submitted for the related contracts BCS 2012-13 & BCS 2012-14?”

A1: No.

Q2: “Regarding the requirements for Key Staff #3: The RFP states that Key Staff 3 must have a current SHA TTC Manager certification, and that it must be in possession before the due date of this EOI (and for the duration of this contract). This is a fairly new requirement which has not appeared in the other most recent SHA bridge inspection RFP’s. The SHA should recognize that there may be potential consultant teams whose employees meet or exceed all of the Key Staff 3 requirements, except for the TTC Mgr cert. However, we have found that all TTC Mgr classes offered by SHA are currently full. The next available class is not until AFTER this EOI is due. Therefore, will the SHA consider making a revision to the RFP to indicate that the TTC Mgr cert is simply required before contract award (rather than before EOI submittal); or otherwise open up additional TTC Mgr classes to accommodate interested parties prior to this EOI’s due date? If the TTC Mgr requirement for Key Staff 3 is left unchanged, this could eliminate multiple firms from the competition, who are otherwise highly qualified for this contract.”

“Per Item #4.c.iii.3 (Key Staff 3), Inspection Team Leaders are required have a current SHA Temporary Traffic Control Manager’s Training Certification before the Expression of Interest is submitted. However, all certification classes are currently full until April 8th. Therefore, would it be acceptable for only the shortlisted firms to submit these certifications at the time of submitting the technical proposal?”

A2: REPLACE with the following:

In addition, this individual must have at least five (5) years experience in performing condition inspections of various types of bridges such as truss, fracture critical, and routine bridges/structures in conjunction to the requirements listed above and must be employed by the Prime/JV or any of the Subconsultants. This individual must also have a SHA Temporary Traffic Control Manager's Training Certification (TTCMTC) before the Contract's Notice to Proceed and maintain it for the duration of the contract. Proof of SHA's TTCMTC must be supplied by firms requested to submit Price Proposals.

Q3: "There are statements in the RFP, at the bottom of page 6 and top of page 7, regarding the certification of support staff in the use of inspection equipment. The RFP requires that we certify this in writing. Does this certification need to be part of the EOI submittal? And if so, in what form should the certification take and/or in what section of the EOI should it appear?"

A3: Support Staff certifications in the advertisement were included as future requirements. No submittal requirements for Support Staff were requested.

Q4. "The Request for Professional Services requires that a valid Maryland Driver's License number and expiration date for each Key Staff be provided on line "f" of Item #7 of the SF 255. Since this information is considered Personally Identifiable Information (PII) and the Expression of Interest submissions may be viewed by any number of individuals, including the public, can this information be provided to SHA in a different manner that will provide greater protection of this information?"

"Page 7 of the Solicitation Notice, the Fourth Paragraph states: Also, please provide a valid Maryland Driver's License number and expiration date for each of the Key Staff on line "f" of Item #7 of the SF 255. Valid Maryland Driver's License number and expiration date for support staff shall be available upon request. Is the requirement for a Maryland Driver's License mandatory or will you accept a valid Driver's License from another state?"

A4: REPLACE with the following:

Where Maryland Registrations are required for the professional Key Staff, the Consultant shall include on line "f" of Item #7 of the SF 255 the words "Maryland Registered" and the Maryland License Registration Certificate Number for the individual. Failure of the Consultant to properly document Key Staff requirements in writing will result in the firm being precluded from further consideration for the Project. Firms must include a statement certifying that all Key Staff have a valid driver's license in the Letter of Interest as well as all Support Staff supplied will also have valid driver's licenses.

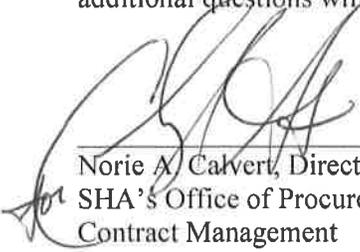
Q5. "For the Key Staff 4 Diver, must the driver's license be issued by the state of Maryland or will a valid driver's license from any state be accepted?"

A5. See A4.

Q6. "In designating DBE participation, what are the applicable NAICS codes for this procurement?"

A6. It is the responsibility of the Prime/Joint Venture (JV) to complete Item #6 on the SF 255 as outlined in the Advertisement based on the Scope of Services sought setting forth the name and address of the DBE Prime/JV and/or Subconsultant(s) proposed for the goal attainment, type of DBE, NAICS Code(s), indicate the work proposed, the percent of the total proposed work and the MDOT Certification Number for each DBE proposed.

General questions relating to this Addendum No. 1 may be directed to opcm@sha.state.md.us. No additional questions will be accepted one (1) week before the due date and time.



Norie A. Calvert, Director
SHA's Office of Procurement and
Contract Management

3/9/15

Date

Acknowledgement of Receipt of Addendum No. 1 for BCS 2014-03

(Company)

(Signature-Authorized Official)

Title

Date