



PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: October 25, 2021

TO: All Prospective Proposers

FROM: Nena Charity
Purchasing Manager, Office of Procurement
301-546-0025

RE: **Addendum 3: RFP 22-05 2022-2032 Facilities Master Plan Services**

The following amends the above referenced RFQ documents. Receipt of this Addendum 3 is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Technical Proposal.

1. Questions and Responses.

Questions and Responses received during the Questions period are provided via the attached Question and Response Log.

The last day for Question was September 20, 2021 at 10 AM ET.

End of Addendum 3 dated 10-25-2021

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

RFP NO.: 22-05

TECHNICAL AND FEE PROPOSAL DUE DATE:

Monday, November 8, 2020, on or before 10:00 A.M. ET

RFP FOR: RFP 22-05 – 2022-2032 Facilities Master Plan Services

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No. 1 dated 9-27-2021

Addendum No. 2 dated 10-11-2021

Addendum No. 3 dated 10-25-2021

Addendum No. _____ dated _____

Addendum No. _____ dated _____

As stated in the RFP documents, this form is included in our Technical Proposal.

Signature

Name Printed

Title

Date

END OF FORM

No.	Addendum No.	Solicitation Section/Reference	Question	PGCC Response
1	3		Will the list of pre-proposal attendees be provided or posted?	Yes, the list is posted to the PGCC Procurement webpage under this solicitation via an Addendum.
2	3		When was your last facility condition assessment performed - who perform it?	Last facility assessment was completed in 2012 by EMG.
3	3		Can PGCC provide a link/copy of the Cho Benn prior Master Plan? We are assuming this is different than the Education Master Plan in Appendix E.?	**Donald will provide to Purchasing to Post on Website
4	3		The student demographics for CC tend to be lower income by default compared to 4-yr colleges & universities. Part of the economic inequality in America, esp. in the suburb, has to do with housing segregation by zoning codes and its resulting pricing. There has been some very innovative thinking of leveraging public school owned land for low incoming housing. Would this	Currently the College does not anticipate any on campus housing for students or otherwise.

			be something that PGCC will even consider for the benefits of its students and employees.	
5	3		Can you expand on the level of community engagement required for this effort?	The local community should be engaged so that in the new Master Plan it can be clearly shown that community input with proposed outcomes was addressed since most of the proposed campus improvements will receive State and County funding. The College steering committee will work with the selected firm to identify the relevant community stakeholders.
6	3		How is 25% MBE defined? Is there any limitation or cap on how much of this can be taken on by an MBE Prime?	The 25% MBE goal is defined as the minimum % of the total overall contract(s) value that is established for this solicitation/awarded contract. The MBE goal may be fulfilled entirely by an MBE prime if awarded the contract, and in this circumstance can claim up to 100% of the goal.
7	3		Can you talk about environmental	The A/E Firm should consider minimum

			<p>components? Specifically, stormwater, watershed protection?</p>	<p>requirements for environment components as baseline. The awarded A/E Firm will have the opportunity to explore in more detail how these components should address future campus growth based on the baseline requirements and what efforts would be required to enhance the College's efforts beyond the minimum requirements.</p>
8	3		<p>will you be going beyond minimum county standards for stormwater control and stream protection?</p>	<p>The College currently efforts to meet county minimums. Opportunities to exceed these minimums should be considered and explored.</p>
9	3		<p>Is there a targeted student demographic/academic plan developed for the southern campus?</p>	<p>The College may have studies related to the content of this question; however, any College studies may not be readily accessible at this time. Please include as an add/alt the cost of a feasibility study for a possible Southern campus utilizing either the existing property or a more desirable location.</p>

10	3		Is there any green or sustainability standard (such as LEED, Green Globe, etc) that PGCC is currently following or plan to use as a reference?	Currently the College follows the State requirements for LEED Silver minimum. The College is open to better understanding other sustainable protocols for the betterment of the Campus efforts for energy efficiency with minimum impact to the global environment.
11	3		How about the Low Impact Development site standards, design guidelines which vary considerably from conventional site planning, landscaping, civil structure, etc. most of which are not very green in today's sustainability framework? Is this something that PGCC has embraced already or will be interested in? (BTW, LID's national hqtr is located in PG Co.)	The College is seeking to become more sustainable with all future projects associated with our campuses. The awarded A/E Firm can present more information as is relates to Low Impact Development but the College may determine that this strategy does not align with the College's mission and vision for the future.
12	3		Do you have a budget in mind for the proposed scope of work?	No budget has been established for either A/E Professional Services for the new Master Plan.
13	3		Who did your 2012/22 Master Plan?	Cho Benn Holback + Associates

14	3		How much weight will be given to fee vs. technical proposals during evaluation?	All rounds that are scored by the evaluators will be given equal weight. Besides scoring the technical and pricing, this could also include other rounds such as presentation and BAFO.
15	3		<p>Proposal Submission Requirements Questions: <i>Under Section III: Experience and Related Facilities and Land-Use Master Plan Projects, #1</i></p> <p><i>The RFP requests the prime to provide prior experience. Two bullet points are listed under this section with very similar verbiage. Can you clarify that either a minimum of 1, maximum of 3 are required; OR a minimum of 2 or a maximum of 6 are required please?</i></p>	<p>The College is seeking a firm with substantial experience. Submitting firms must have facilities master plan and land-use plan development experience for institutions of equal or greater in size to the College. PGCC RFP #22-05 2022-2032 Facilities Master Plan Services – Page 20 of 48 • Provide at minimum 1 (maximum 3) facilities and land-use master plan project/s your firm served as the prime contractor within the last 10 years. Provide at minimum 1 (maximum 3) facilities master plan project/s your firm served as the prime contractor within the last 10 years.</p>
			would the design team selected be precluded from being able to	The College traditionally does not preclude any bidder from further

			pursue future design opportunities for projects within the Master Plan?	efforts to be awarded new design commissions as they come online.
16	3		Will the master planner facilitate the stakeholder input with our technology or does the college have a set form of communications and survey methods they use with students, staff and community?	The A/E Firm facilitating stakeholder engagement shall do so with the A/E Firms established technology including survey methodology and College approved communication protocols.
17	3		On transportation & parking. Community College by default are commuting campuses, single-occupant ICE vehicles as well as their storage (surface or structured parking) are a primary burden in carbon footprint, thus the move towards higher development density, for public transit and by various incentives favoring EV. Can you speak briefly on the college's current attitude towards transportation & access?	The College is planning to support more EV commuting to the Campus. Additionally, the College has been considering shuttle service to nearby metro stations, which may include a partnership with the existing public bus service that already services the campus. The shuttle service could run EV's and the College could install newer EV Charging Stations appropriate for there use. The College does have 2 proposed parking garages that could integrate solar collection for EV charging. Commuter access to the campuses will

				always be required. The new Master Plan will need to address current and future commuter access technologies.
18	3		Would you be looking to achieve Fitwel Certification?	Fitwel Certification is relatively new in the industry. The College would entertain a further exploration into a better understanding of this certification benefits as it relates to higher education facilities development.
19	3		Can PGCC provide a link/copy of the Cho Benn prior Master Plan? We are assuming this is different than the Education Master Plan in Appendix E.	Yes, the existing Master Plan will be uploaded to the College website.
20	3		The student demographics for CC tend to be lower income by default compared to 4-yr colleges & universities. Part of the economic inequality in America, esp. in the suburb, has to do with housing segregation by zoning codes and its resulting pricing. There has been some very innovative thinking of leveraging public school owned land	Currently the College does not anticipate any on campus housing for students or otherwise.

			for low incoming housing. Would this be something that PGCC will even consider for the benefits of its students and employees.	
21	3		How about renewal energy generation? Does PGCC currently have course work on such and is there a keen interest by the administration to implement, such as solar, wind, etc.	The College continues to explore opportunities in sustainable design including solar energy collection and reduced energy usage. Currently, the College does not have a course program aimed at renewal energy generation.
22	3		Is PCGG anticipate that Offerors should be prepared to conduct any sort of market studies/analysis as part of the Master Plan and land use analysis? Or has PCGG conducted some of these studies already? (2 nd Part of the above question) Does PGCC anticipate that the Master Plan development will involve any sort of public and/or community outreach as part of this effort?	Community outreach should be anticipated by the proposer. The proposer should also anticipate and include any studies and/or analysis that would benefit the new master plan data supporting proposed future facility's needs. Please include as an add/alt the cost of a feasibility study for a possible Southern campus utilizing either the existing property or a more desirable location.
23	3		Can you expand on the level of	The local community should

			community engagement required for this effort?	be engaged so that in the new Master Plan it can be clearly shown that community input with proposed outcomes was addressed since most of the proposed campus improvements will receive State and County funding. The College steering committee will work with the selected firm to identify the relevant community stakeholders.
24	3		Will North Star be available to the Master Plan team for any potential questions from the education master plan that may arise in the MP process? Or whoever is the author of the education master plan.	“North Star” is a reference to a guiding direction for the College’s goal to “guide decision making, institutional priorities, and multi-year budget development, particularly as reflected in the Strategic, Academic Program, Cultural Diversity, Enrollment, Facilities, and Technology Plans” noted for reference in the Educational Master Planning Guide (EMPG)
25	3		Please clarify the start date. Page 2 of 48 indicates contract commencement NLT November 15 and upon Board	The solicitation schedule is not set in stone and can be modified at any time via an Addendum. Contracts go to

			<p>approval. Page 17 of 48 indicates that the College intends to award the project contract at either the November or December 2021 Board of Trustees meeting. If the BOT meeting is in December, would the start date be moved to mid-December?</p>	<p>PGCC BOT for review one month and are approved at the following Board meeting which takes place the next month.</p>
26	3		<p>Is there any relief on the schedule? Page 17 of 48 indicates that Progress Report 1 (which includes the proposed Campus Plan) would be due in February, 2022 and presented at the March 2022 BOT meeting. If the project starts in mid-December, then that potentially allows for about 8-9 weeks to complete the first phase, which seems very short, since it will require numerous meetings as well.</p>	<p>Depending on when the project can be released with the notice to proceed, schedule relief would be allowed. It was assumed that 3 months would be needed for the first report / presentation to the board. If we started in December 2021, the BOT report / presentation now would be in March 2022.</p>