



PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: February 26, 2020

TO: All Prospective Proposers

FROM: Karen Kelly
Procurement Coordinator, Office of Procurement
301-546-0008

RE: **ADDENDUM 3 RFP 20-11 ON-CALL CONSTRUCTION
MANAGEMENT AGENT/OWNER'S REPRESENTATIVE SERVICES
(CMa)**

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

1. Modification to the procurement phases under RFP 20-11 On-Call Construction Management Agent/Owner's Rep. Services.

RFP 20-11 On-Call Construction Management Agent/Owner's Rep. Services is a two-part, multi-phase procurement.

Part A: The RFP Documents issued on February 10, 2020 is now refereed to as PART A. Part A is the award of multiple firms deemed "qualified" to provide the College with CMA services, as specified in the RFP. The College will be competing projects among all available prequalified CMA firms selected under the RFP Part A, as projects arise. The College reserves its right to publicly advertise any future project/s as deemed advantageous to the College. The College does not guarantee any amount of project/s to any pre-qualified firm.

Part B to this RFP is the award of a contract for services pertaining to the Marlboro Hall project. Only the firms deemed qualified under Part A, shall be invited to participate in Part B proposal submissions and process.

2. The Solicitation Schedule is replaced in its entirety with the following dates:

PART A Issue Date: February 10, 2020

Pre-Proposal Meeting: February 21, 10:00 AM ET

Questions Period Last Day for Questions: February 26, 2020, at 10:00 AM ET

Responses to Questions: by February 29, 2020

Part A Proposal Due Date: March 10, 2020, 10:00 AM ET

Oral Presentation/Discussion Session(s): March 24-25, 2020 (projected)

For invited shortlisted firms only (if required)

Contractor(s) Selection Anticipated to be finalized: March 27, 2020 (projected)

(Note: Board of Trustees approval may be required prior to the execution of the Contract)

PART B Issue date: March 11, 2020 (Part B shall include additional dates pertaining to Part B Questions Period, Interviews and Award Notification, etc.)

End of Addendum 3 dated 02-26-2020

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

RFP NO.: 20-11

TECHNICAL AND FEE PROPOSAL DUE DATE:

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

RFP FOR: ON-CALL CONSTRUCTION MANAGEMENT AGENT/OWNER'S REPRESENTATIVE SERVICES (CMA)

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. <u> 1 </u>	dated <u>02-13-2020</u>
Addendum No. <u> 2 </u>	dated <u>02-21-2020</u>
Addendum No. <u> 3 </u>	dated <u>02-26-2020</u>
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	1	Response Requirements, Tab 4, Project Experience. And 1.2 Contract Term, Award of Projects.	Our firm does not meet the minimum of one project value requirement \$75-\$100M. Will consideration be made for firms without this project value experience.	Firms that do not have project experience with a project value/cost between \$75M - \$100M, may submit a proposal. Proposal not including a project value of \$75-\$100M may be deemed “qualified” and susceptible for selection/award for smaller/lower value/cost projects. The College is not required to include these firms to compete in future/anticipated projects valued higher than the Firm’s cost/value project experience.
2	3	Page 4, Section 1.1	Will firms be required to participate in Architectural services?	Firms may be required to provide A/E CMA Services. Firm’s with resources and team members with the knowledge of A/E is desired for projects that may require CMA A/E support or services during the schematic/design phase.
3	3	Page 4, Section 1.1	Are firms required to hold any Contracts	Contractors will not be required to hold any Contracts. Contractors will serve as an Agent to the College, providing duties as Project Manager or other roles for the Owner (the “College”)
4	3		Who is the Architectural Engineering firm?	JCJ Architecture is the Architectural Engineering Firm for Marlboro Hall.
5	3	Page 4, Section 1.1	Are the dates listed Construction start date?	The dates listed are projected start dates with respect to both design and construction/CMAR. Dates are projections and subjected to change.
6	3		Does firms need to have the ability to provide services in different areas of the project.	Firms with the ability to provide a spectrum of services (Schematic Designs/ DD/Pre-Cons./Construction, etc.) at different phases of the project may be deemed more favorable.
7	3		Does the College anticipate that firms may get more than one (1) project?	The pre-qualified pool will be given the opportunity to provide a Proposal for any given project. Proposal may include technical as it relates to the specific project and pricing. Projects may be available to the public and not limited to only the pre-qualified pool resulting from this RFP. The College does not guarantee the number of awards/projects or value to any pre-qualified firm. The pre-qualified firms resulting from this RFP shall be invited to submit a proposal for the Marlboro Hall project.
8	3		How many firms will be in the pool?	There is not a set number. The College anticipates possibly 5-6 firms.

9	3		If firms do not meet the minimum project value, will consideration be made without this project value experience?	Firms that do not have project experience with a project value/cost between \$75M - \$100M, may submit a proposal. Proposal not including a project value of \$75-\$100M may be deemed “qualified” and susceptible for selection/award for smaller/lower value/cost projects. The College is not required to include these firms to compete in future/anticipated projects valued higher than the Firm’s cost/value project experience, provided in the Firm’s Original proposal under this RFP.
10	3		Will any project award be dependent on the completion of another project?	No.
11	3	MBE	Does the contractor have to commit to the MBE goal?	<p>As it pertains to RFP PART A , the College is requesting that contractors provide confirmation of their ability and commitment to a MBE goal of 25% by completing and submitting the Minority Business Enterprise Utilization Affidavit and the MBE Schedule, if possible.</p> <p>Firms unable to provide a commitment to the established goal shall submit the Minority Business Enterprise Utilization Affidavit and select the appropriate field concluding they are unable to achieve the MBE Participation goal.</p> <p>Firm’s deemed “qualified” under Part A, may be required to submit a subsequent/additional MBE Utilization Affidavit and Schedule for subsequent projects issued by the College, at a later date.</p> <p>The College reserves its right to require a goal commitment or allow a waiver as it pertains to the MBE goal percentage for any given subsequent project awarded to any pre-qualified firm under this RFP. Firm’s unable to meet the goal requirement, if established by the College may be deemed insusceptible for award for any given subsequent project award under this RFP.</p>

12	3	MBE	Are Joint Ventures allowed to submit a proposal.	<p>JOINT VENTURE PROPOSERS</p> <p>If the Proposer is a joint venture firm, the Proposer shall provide all identification information for all parties and all requirements for all parties (i.e., licenses, insurance, etc.) as requested. As part of the technical proposal submission under the category of Project Planning - General, the Proposer shall identify the responsibilities of each joint venture party with respect to the scope of services/work inclusive of the requirements for each entity based on such services as described in this RFP document. All joint venture parties will be held responsible for the contract obligations separately and severally.</p> <p>Signing of Forms: The Price Proposal, if submitted by an individual, shall be signed by the individual; if submitted by a partnership or joint venture, shall be signed by such member or members of the partnership or joint venture as have authority to bind the partnership or joint venture; if submitted by a corporation, shall be signed by an officer, and attested by the corporate secretary or an assistant corporate secretary. If not signed by an officer, there shall be attached a copy of that portion of the by-laws or a copy of a board resolution, duly certified by the corporate secretary, showing the authority of the person so signing on behalf of the corporation. Signatures shall be under seal, i.e.: indicated by the word "(Seal)" following signature of individual and partner bidders, and indicated by affixing the Corporate Seal at corporate signatures.</p> <p>If the Proposer is a joint venture (JV) firm, include a copy of the joint venture agreement or, if not yet formed, a letter signed by both joint venture parties stating the intent to form a joint venture.</p> <p>The joint venture party must meet the Qualifying proposal, requirements in paragraph 1.4 of the RFP as further clarified Addendum1, Question 1.</p>
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13	3		Can contractors be a prime and subcontractor at the same time?	<p>INTEREST IN MORE THAN ONE PROPOSAL AND COLLUSION</p> <p>Multiple Proposals submitted in response to this Solicitation by any Offeror under the same or different names shall be rejected as non-responsive. Reasonable grounds for believing that any Offeror has interest in more than one (1) Proposal for this Solicitation, both as the Offeror and as a subcontractor for another Offeror, shall result in the rejection of all Proposals in which the Offeror has interest and disqualify the Offeror from responding to any reissuance of this Solicitation. However, a Person acting only as a subcontractor may be included as a subcontractor for multiple Offerors. The College may reject all Proposals if reasonable cause exists for believing that collusion exists among Offerors. If the College believes a Contractor was not aware their firm was included in another proposal as a sub-contractor or Proposer was not aware their sub-contractor submitted a proposal as a Prime, the College reserves its right to allow any Proposer/Contractor/Offeror the opportunity to modify their proposal/s to remove a sub-contractor or for a prime contractor to rescind their, prior to evaluation of the proposals. This is at the sole discretion of the College's Procurement Officer.</p>
14	3		Is it conflict of interest to be an A&E and CMA for the same project at the same time.	Yes, this will be a conflict of interest.
15	3	SOW, Page 8	In the Pre-Construction Phase services, is the College asking for a review or and independent cost investigator?	There may be a need for both services, for any given project. Firms with the capability to provide these services are encourage to provide information regarding their ability to provide review and independent cost investigation.
16	3		Will contractors be required to provide Third Party inspections?	Third Party Inspections or the sourcing of a third party inspector will not be required by the CMA contractor.
17	3		RFP does not mention the Procurement phase or the close-out phase.	The close out phase is part of the construction phase, however the procurement phase as it relates to construction may be needed during the pre-construction if these services are not provided by the CMAR/GC or if the College requests the CMA to provide additional oversight/review of the work the CMAR/GC is performing relating to subcontractor/equipment selection, etc.

18	3		Does the College use a Project Management software system	The ability to use a wide range of tools would be an asset. The College has always used the contractors' (GC) tools in the past. At this time the College does not have a preference but this may change.
19	3		Are contractors required to provide redacted copies of information presented to the College?	Contractors are to either mark/code what is confidential within their proposal but do not need to provide a redacted copy. If your firm's proposal is requested via an PIA request, the College will inform the Proposer and request the Proposer to redact any confidential information before the proposal is shared.
20	3	Page 15, Item 10	Please provide clarity on reference for the Company's surety	Contractors should provide statement regarding areas that they are not able to give information. Proposer whom cannot provide the requested information for any given response requirement criteria are to include a statement with a through explanation of why the requested information cannot be provided.
21		Page 15, Tab 5 Account Manager and Team Members, b. Page 18, Any Exceptions.	Will the College allow substitutions? It will be difficult to propose and ensure specific team members for future projects.	The College understands for any given subsequent project the availability of a Proposer's team members may change. When a project arises, the College will request the pre-qualified firms to submit/propose their team to meet the specific project requirements. If these individuals are different from the individuals proposed in your firm's original Part A proposal, pre-qualified firms are to address the personnel/team member change. Per the referenced paragraph, the College's approval will not be unreasonably withheld. As it pertains to Part A, proposal submissions. Proposer whom cannot commit the Account Manager/Team Members proposed in your submission are to include a statement in Tab 5 submission section and include an exception statement in Tab 12 of all exceptions to the RFP/Contract.
22	3	Page 15, #8	Please explain this section?	The College need firms to prove their financial health and ability to sustain services that the College needs.
23	3	Page 16, tab 5	Please expand on escalating procedures and what the College is looking for?	The College is looking for the escalation/organizational chart in which the College may contact the firm's principal/executive, etc. is case an issue arises and final resolution is required.

24	3	Page 16, tab 6	Is the College requesting contractors to provide an approach on how they should manage task under this contract or any given project? The grammar is off and is not clearly understood.	The College is requesting this for any given project, this would be very general and the College is aware that firms would not have the specifics of any project. The College would like to get an understanding of the contracting firm's philosophy and project management approach. The more details that is being provided, example staff, organization charts, persons available when specific services like BIM is required.
25	3	Page 17, tab 9	Does the College want contractor's to outline their hiring practices?	The College has under aged students enrolled at the institution. Therefore, contractors may be coming in contact with minors. In keeping with legal requirements, contractors and subcontractors are required to follow background check procedures. The College is seeking Proposers to provide information on your firm's hiring and vetting process; for example criminal background checks, and driver's license background checks, etc.
26	3	Page 17, tab 9, item b	Is this a redundant question to Page 16, tab 5?	Proposer's are to provide the requested information as it pertains to the Section.
27	3	Page 12 Page 17, tab 9	What is the difference between requirements for background checks on page 12 (Hiring Practice and Subcontracting) and Tab 9 on page 17	The scope of work indicates contractors' tasks while the Response requirements are included for the College to measure the contractors' qualifications
28	3	Page 21, section 2.2	Please provide more clarity on technical weight.	While the College will be reviewing costs, we may place greater emphasis on contractors' capability to perform services.
28	3	MBE	Can prime minority firms' self-perform to meet percentage requirement?	Yes
30		Page 39	Is the College looking for construction completion or completion of CMA services?	This is not defined by the College, however the College would like contractors to clarify if their services/construction was completed and when or if it is an active project. However, the College may deemed completed projects more favorably.

31		Page 39	Can all three references be from the same client?	Yes, however, diversity would demonstrate contractors' ability to perform for a wide range of clients.
32		Page 39	Do subcontractors have to provide references as well?	References are for the prime only, however the College may request references from partners or subcontractors. Joint Ventures shall provide references from projects the Joint Venture provided services.
33			Are there any incumbent serving on the CMA now?	There is no incumbent. There is no active contract for CMA services. The College has outsourced Project Management services in the past. Most recently, the College contracted with The ELOCEN Group for services, pertaining to the last year for CPA Building.
End of Addendum 3				