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**Addendum No. 3**

**To Offerors: Request for Proposals  
Building Commissioning Services  
Renovation Projects at M&T Bank Stadium**

**Date Issued: October 5, 2023**

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This addendum is hereby made part of the Request for Proposals dated September 21, 2023, as amended, on the subject work as though originally included therein. The following amendments, additions, and/or corrections shall govern this solicitation.

This addendum incorporates the following items:

1. A copy of the questions submitted and their respective answers, is attached hereto.
2. A copy of Exhibit 1: MBE Research Factors (Attachment M), is attached hereto.
3. Additional drawings can be downloaded via the Share File link below:  
<https://mdstad.sharefile.com/d-s598aa240b40649768c196515126a4987>
4. Section 1.11 has been hereby revised as follows:

The tentative dates for oral presentations/interviews are ~~October 23-25~~  
**October 30 and November 1, 2023.**

**Note: All addenda must be acknowledged by the Offeror in the Technical Proposal.**

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Yamillette Waite  
Procurement Officer

**End of Addendum 3**

**Request for Proposals  
Building Commissioning Services  
Renovation Projects at M&T Bank Stadium  
Questions & Answers**

**Addendum No. 3**

**Action Item**

	<b>Question</b>	<b>Answer</b>
1.	Are firms who may be involved in portions of the design precluded from bidding and/or earning an award for the commissioning services being sought under this solicitation assuming the firm team members designing will not be the same team members commissioning?	Firms involved in portions of the design project cannot be on the commissioning team.
2.	Can the references provided be clients of the prime or any sub consultants?	The references must be clients of the prime Offeror.
3.	Can you confirm who the A/E & CM are if they have been selected/on boarded at this time?	The A/E firm is Gensler Architecture, Design and Planning, P.C. and the CM firm is Gilbane Building Company.
4.	For the 2026 projects, the RFP indicates four, three story buildings being built. However, square footage is not mentioned. Is there a rough idea of total size?	The estimated total square footage for the exterior buildings is 100,000 SF. This will be split between the buildings. This is an estimate based on the ongoing design process and could change.
5.	How can M/WBE technology startup apply as professional services for this project?	Please review the minimum qualifications and scope of work for this project. MSA is looking for Offerors who can perform building commissioning services. Technology is not a significant component of the scope of work.

6.	Will there be someone to let us know how many Trucks will be needed to haul away material or delivery material?	Please review the minimum qualifications and scope of work for this project. MSA is looking for Offerors who can perform building commissioning services. Trucking is not a component of the scope of work.
7.	Will any/all of the projects be going for LEED certification?	All projects will be required to maintain M&T Bank Stadium's existing LEED certification. No new certifications are being pursued.
8.	Who is the engineer of record?	The MEP engineers of record are SSR and Setty.
9.	Has you EOR applied for MEA incentives or grants?	No.
10.	Please expand on the MBE participation goals. If the Prime contractor hires an MBE firm to assist with the project, is the minimum goal for their participation 12% or can it be higher?	The minimum established goal for MBE participation is 12%. Offerors are encouraged to exceed the established goal.
11.	Who is responsible for writing the OPR?	Design team.
12.	Does Section B need to be completed if we are only using an MBE for no more than 45% of the services?	Please read the instructions provided in the MBE D-1A form carefully. All sections of the form shall be completed.
13.	Will the project be pursuing 2018 IgCC or LEED?	All projects will be required to maintain M&T Bank Stadium's existing LEED

		certification. No new certifications are being pursued.
14.	Will the CxA need to assist in pursuing MEA rebates/incentives for this project?	No.
15.	Is electrical commissioning in scope of work?	Yes. Reference the RFP.
16.	Is stadium lighting (not occupancy sensors) included in the scope?	A retro commissioning of installed stadium lighting and controls is not included in this scope. Commissioning of all new lighting and lighting controls is required in this scope.
17.	Confirm that CxA will have remote access to the Building Automation System during the length of the project.	CxA will be allowed remote access through MSA VPN installed on CxA computer. Remote access is intended to be used as a supplement and not to replace on site commissioning.
18.	What is the estimated construction cost for the projects, per year – 2024, 2025, and 2026?	A construction estimate is not being provided.
19.	Can you provide the total square footage for the work to be completed for each year - 2024, 2025, and 2026?	Square footages known to date are provided in the RFP.
20.	Can you provide the square footage of the Plazas, four three-story buildings, under the 2026 projects?	The estimated total square footage for the exterior buildings is 100,000 SF. This will be split between the buildings. This is an estimate based on the ongoing design process and could change.

21.	Is the parking garage to be an “open” type (no mechanical exhaust system) or an enclosed type (life safety system with carbon monoxide sensor system to active emergency exhaust/ventilation system required)? We have approved Smoke Control Special Inspector staff as required by Code.	Unknown at this time. At least one level of the garage is expected to be underground so all necessary life safety systems will be required.
22.	Under the 2025 Projects for the Chiller Plant, is there a desired number of chillers planned for the design?	Current design includes four chillers.
23.	Since next Monday is a holiday, and addenda I, J, K, and M not having been issued, would MSA kindly consider extending the response due date by 5-7 business days?	The project deadline cannot be extended. Attachments I and K can be found in the RFP. Attachment M has been issued with Addendum No. 3.
24.	Please clarify if the systems and equipment to be commissioned, as outlined in section 4 of the RFP, are limited to new work, or if the scope includes existing equipment not affected by the contractors' scope.	Commissioning is limited to new work. Refer to facility condition assessment project scope of work for work being completed outside of the specific projects. All work completed under this scope is also to be commissioned.
25.	The only DD drawings provided in Attachment 'F', and all but one original construction drawings in this attachment are mechanical. Please provide additional scope information - design narratives, DD drawings, etc. - that will help determine the full extent of the commissioning effort for other disciplines (e.g. electrical, A/V, plumbing, envelope).	The drawings that we have so far are included in this addendum. These are preliminary drawings for the spaces that we have them for and are subject to change as the design progresses. The sizes of the spaces are not anticipated to change drastically.
26.	Please clarify if additional information will be provided to the shortlisted firms in order to determine a fixed fee for the work.	The drawing we have at this time are provided. No additional information will be provided.

	<p>The information provided for the projects is insufficient to determine the scope of work included in all of the projects listed in section 3.2 of the RFP. For existing work (e.g. mechanical &amp; electrical replacement) floor plans or equipment quantities are needed, and for new projects, square footage and some brief narrative is needed. As an example, one item from the list of projects indicates "On the outside of the building, there will be several plazas and buildings built. It is anticipated that roughly four - three story building will be built". The amount of information provided does not permit a fixed fee to be determined without the commissioning firm either assuming a great deal of risk to provide a low fee, or reducing their risk by increasing the fee estimate.</p>	
<p>27.</p>	<p>No qualifications relative to education, licensure, or certifications are identified for the lead/managing commissioning agent, or any individuals commissioning the individual systems. Please confirm these qualifications are not necessary for the individuals performing the work, and that experience is the only qualifying factor for the commissioning personnel as identified in section 2 of the RFP.</p>	<p>Only information requested in the RFP is required.</p>
<p>28.</p>	<p>Section 3.2 indicates "Commissioning services will be provided for 12 months after substantial completion of each phase." What services will be expected for those 12 months?</p>	<p>Seasonal testing, trend analysis, warranty issues, and 10 month warranty check.</p>

29.	Given the speed at which the projects will need to be completed each year, is it reasonable to suggest weekly Cx meetings and walk-throughs of the site to ensure CxA has the proper understanding of needs for resources?	The CxA can come on site whenever they would like. Weekly progress meetings are to be expected. CxA will be responsible for staffing the needs of the job. The exact schedule for that is unknown at this time.
30.	Will the CxA be needed to witness any Factory Acceptance Tests for larger equipment (New Chillers/Generators)?	Yes
31.	Please confirm that no Sampling is acceptable. 100% of all equipment needs to be included in pre-functional and functional Commissioning. This will be key in our planned approach.	Confirmed – sampling is not allowed.
32.	Please clarify if CxA will need to witness 100% of all equipment start-ups. This will be key in our planned approach.	Start-up of major equipment should be witnessed. Terminal equipment start-up is not required to be witnessed.
33.	Will CxA need to witness/attend any training sessions?	No.
34.	Based off the OPR (Owner's Project Requirements), when will warranties begin? At start-up or at acceptance (after Cx).	Substantial completion of each project.
35.	Will fire alarm be included in the Commissioning scope of work?	Only as it connects to mechanical equipment.
36.	Would it be reasonable to assume that CxA could have their own office setup at the stadium?	A workspace can be provided but an office is not likely.

37.	Will the new buildings being built have their own Emergency Generators and require a pull the plug test? Would it be fair to assume multiple pull the plug tests will be needed each year?	Unknown at this time. Testing will be required whether they are added to the existing generators or put on their own generator. Multiple tests will be required as projects will have to be tested as they are completed.
38.	Please clarify what projects you believe will need Building Envelope Commissioning?	Miller Lite, Plaza Buildings, Chairman Suites, Press Relocation, Service Level, and Chiller Plant.
39.	Will the parking garage be enclosed or open air?	See question #21.
40.	Is there a preference to have a single MBE or multiple MBEs as part of our team? Is there a benefit to either from MSA's point of view?	The requirement is for the Offeror to meet the established MBE goal indicated in the RFP's Key Information Summary Sheet and the requirements of form D-1A.
41.	Section 4, Sub section 4.3, Letter d., Item 6 (page 32): Can we provide the work samples (i.e. Issues Log, Commissioning Plan, Final Commissioning Report, Building Maintenance Plan, and Building Envelope Preventative Maintenance Plan) as individual files uploaded separately along with our technical proposal, if needed or must everything be included in our technical proposal as one PDF file?	Everything should combined into one PDF.



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## EXHIBIT 1: MBE, VSBE, and (if applicable) SBR Research Factors

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**Solicitation Title: Building Commissioning Services- Renovation Projects at M&T Bank Stadium – RFP**

**eMMA Solicitation No. BPM039959**

*This exhibit serves as a summary of the factors the State used, in conjunction with guidance from the Governor’s Office of Small, Minority, and Women’s Business Affairs, to determine:*

- 1. The expected degree of Minority Business Enterprise (MBE) participation for the procurement contract, including subcontracting opportunities identified for the project, any applicable North American Industry Classification System (NAICS) codes linked to the subcontracting opportunities, and the number of certified MBEs in those industries;*
- 2. The expected degree of Veteran-owned Small Business Enterprise (VSBE) participation for the procurement contract, including subcontracting opportunities identified for the project, any applicable United Nations Standard Products and Services Codes (UNSPSC) [identified in eMaryland Marketplace Advantage (eMMA) as Categories] linked to the subcontracting opportunities, and the number of certified VSBEs in those industries; and*
- 3. If this procurement is for a Statewide Master Contract where secondary competition may occur, the expected degree of Small Business Reserve (SBR) participation for the secondary competition agreement (such as a task order agreement or purchase order agreement) to be designated as an SBR, including opportunities identified for the secondary competition agreement, any applicable UNSPSCs linked to the subcontracting opportunities, and the number of certified SBRs in those industries.*

**Disclaimer:** *This summary’s research results are not all inclusive and do not exclude any other subcontracting opportunities that the Bidder/Offeror may identify in preparing a Bid/Proposal to submit in response to the solicitation.*

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**EXHIBIT 1: MBE, VSBE, and (if applicable) SBR Research Factors**

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<b>MBE Research by NAICS Code</b>		
<b>NAICS Codes</b>	<b>Description</b>	<b># MBEs in MDOT Directory</b>
541330, 238220, 238210	MEP Review and Testing	Approx. 633
541330, 541350, 236220	Building Envelope Commissioning	Approx. 118
238210, 541512, 541330, 561621, 517810	AV, Telecommunication Security Systems Testing	Approx. 255
<b>MBE Research by Keywords</b>		
<b>Keywords</b>		<b># MBEs in MDOT Directory</b>

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**EXHIBIT 1: MBE, VSBE, and (if applicable) SBR Research Factors**

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