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**Addendum No. 1**

**To Offerors:**

**Request for Proposals  
Construction Management Services  
Athletic Fields – Western Maryland Regional  
Sports Complex at Frostburg State Complex**

**Date Issued:**

**March 26, 2024**

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This addendum is hereby made part of the Request for Proposals dated March 5, 2024, 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 pre-proposal power point presentation is attached hereto.
2. The pre-proposal conference list of attendees is attached hereto.
3. The site visit list of attendees is attached hereto.
4. The MBE Procurement Review Group Information, MBE Research Factors **Attachment Q** to the RFP, is attached hereto.

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

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Yamillette Waite  
Procurement Officer

End of Addendum No. 1

Capital Projects Development  
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# **WELCOME**

**PRE-PROPOSAL CONFERENCE FOR  
REQUEST FOR PROPOSALS (RFP) – CM SERVICES  
ATHLETIC FIELDS – WESTERN MARYLAND REGIONAL SPORTS  
COMPLEX AT FROSTBURG STATE UNIVERISTY**

**Web Pre-Proposal Conference**

**THANK YOU FOR YOUR INTEREST IN DOING BUSINESS WITH MSA**

**THE PRE-PROPOSAL CONFERENCE WILL BEGIN AT 10 A.M.**

- PLEASE PROVIDE YOUR NAME, COMPANY NAME AND EMAIL ADDRESS IN THE CHAT ROOM UPON JOINING THIS CONFERENCE.
- DURING THE PRESENTATION, THE LINES WILL BE MUTED. QUESTIONS MAY BE SUBMITTED VIA THE CHAT ROOM. THE PHONE LINES WILL BE OPENED FOR ADDITIONAL QUESTIONS AT THE END OF THE PRESENTATION.



## **MARYLAND STADIUM AUTHORITY**

**Request for Proposals for  
CM Services**

**Athletic Fields - Western Maryland Regional Sports  
Complex at  
Frostburg State University**

**Pre-Proposal Conference**

***March 15, 2024***

# INTRODUCTION OF THE PROCUREMENT & PROJECT TEAM



**YAI WAITE**  
**PROCUREMENT OFFICER**



**PAIGE STINNETT**  
**PROCUREMENT OFFICER**



**MALAIKA DAMON**  
**PROJECT MANAGER**

# **SOLE POINT OF CONTACT**

**Yai Waite**

Maryland Stadium Authority








351 West Camden Street, Suite 300

Baltimore, Maryland 21201

Telephone: 443-602-0681

Email: [ywaite@mdstad.com](mailto:ywaite@mdstad.com)

# KEY DATES

	<u>ACTIVITY</u>	<u>DATE (Local Time)</u>
	Request for Proposals Issued	March 5, 2024
	Pre-Proposal Web Conference	March 15, 2024 at 10:00 a.m.
	Site Visit	March 20, 2024 at 10:30 a.m.
	Questions Due	March 21, 2024 at 1:00 p.m.
	Proposals Due	April 8, 2024 at 1:00 p.m.
	Oral Presentations	April 16 & April 17, 2024
	Preconstruction services are anticipated to commence in the late spring/summer 2024.	

# SCOPE OF SERVICES

Frostburg State University has engaged the Maryland Stadium Authority to oversee and manage services related to the construction of outdoor athletic fields on the campus of Frostburg State University. MSA is seeking a highly qualified Construction Management firm to provide preconstruction services, with the possibility of entering into a Guaranteed Maximum Price contract, for the construction of outdoor athletic fields. The scope of work includes, without limitation, design and constructability reviews, logistics planning, cost estimating, and project scheduling as described in Section 3 of this Request for Proposals.

- ❖ Please refer to Section 3 of the RFP for the full scope of work and all references to attachments relevant to the RFP.

# OFFEROR QUALIFICATIONS

- Has been in business for at least five years;
- Is licensed to operate in the State of Maryland;
- Has experience completing projects of similar size, scope and complexity;
- Has experience completing projects under the Construction Manager at Risk, or similar, delivery method;
- Has experience providing the following services during both preconstruction and construction phases: quality assurance/quality control, estimating and budget control, CPM scheduling, value engineering, and evaluation and implementation of innovative construction techniques; and,
- Has ability to meet the bonding and insurance requirements set forth in Section 1.39, **Attachment M** and **Attachment N** of the RFP.

**NOTE:** An Offeror meeting these requirements does not guarantee that the Offeror will be deemed responsible or have its technical Proposal deemed acceptable.



# MINORITY BUSINESS ENTERPRISES

- ❖ **This RFP has a minimum overall MBE subcontract participation goal of 10% for pre-construction services, with no subgoals.**
- ❖ All subcontractors named by the Offeror as part of their MBE Schedule must be certified with the Maryland Department of Transportation (“MDOT”).
- ❖ Offerors’ submissions must also include the MBE subcontractor’s MDOT certification number & NAICS product and service description of work to be performed. MBE form D-1A must be submitted with the Technical Proposal.
- ❖ For information on certified MBE firms, the directory is available at <https://marylandmdbe.mdbecert.com/?TN=marylandmdbe>. Select the MBE Program label at the left side of the website.
- ❖ The most current information on MBE’s is available at the MDOT website.
- ❖ The Governor’s Office of Small, Minority & Women Business Affairs has issued a Q&A document regarding how to count participation by MBE primes. Information is available on GOSBA’s website (<http://goma.Maryland.gov/Pages/Reporting-Tool-MBE.aspx>).

# MINORITY BUSINESS ENTERPRISES

- ❖ **Submit D-1A form with your proposal. Make sure the form is fully completed.**
- ❖ Math needs to add to up - overall goal.
- ❖ MBEs shall be currently and appropriately certified.
- ❖ Keep in mind we are looking for MBE certified firms (**NOT** SBE, DBE, etc.).
- ❖ Check ONE box for the firm's classification (i.e. African-American, woman owned, etc.).
- ❖ Check the MDOT MBE directory to make sure that your proposed MBE firms are certified by MDOT.

# PROPOSAL SUBMISSIONS

- ❖ All submissions must be sent electronically. DO NOT send them via email. Use the links provided in Section 1.10 of your respective RFP.
- ❖ See Section 4 of the RFP for all proposal and submission requirements, including format requirements.
- ❖ Technical Volume:
  - Transmittal letter
  - Title and Table of Contents
  - Executive Summary
  - Work Plan and Offeror Experience
  - Bid/Proposal Affidavit (**Attachment A**)
  - Conflict of Interest Disclosure (**Attachment B**)
  - MBE Form D1-A “MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule” (**Attachment D**)
  - Corporate Profile (**Attachment E**)
  - Project Experience Form (**Attachment F**)
  - Staffing Plan (**Attachment G**)
  - Key Personnel Project Experience Matrix (**Attachment H**)
  - Prime Contractor List of All Subcontractors (**Attachment P**)
  - Proof of Insurance/ability to meet insurance requirements
  - Capacity Summary Worksheet for Key Personnel (**Attachment R**)
  - Corporate Diversity Affidavit and Addendum (**Attachment S**)

# PROPOSAL SUBMISSIONS CONT.

- ❖ Financial Volume: Will be requested from short-listed Offerors
  - Pricing Form (**Attachment I**)

# EVALUATION CRITERIA

- ❖ Technical criteria has more weight than Financial criteria. Proposals will be evaluated based on the adequacy of their proposed work plan, Offeror's experience and qualifications, and past performance, among other criteria listed in Section 5.2 of the RFP.
- ❖ The Selection Committee will review the Offerors' Technical Proposals upon submission. Firms deemed as meeting all requirements will be ranked and, based on the achieved rankings, selected firms will then be "short-listed."
- ❖ Short-listed firms will be invited to conduct an oral presentation.
- ❖ After oral presentations, the selection committee will short-list Offerors to participate in the financial phase of the procurement.
- ❖ An award will be made to the Offeror whose proposal is determined to be the most advantageous, considering technical and financial evaluation factors.

# SUBMISSION REMINDERS

- ❖ Make sure to indicate your availability for oral presentations in your proposal.
- ❖ Make sure to use the forms issued with the RFP or its addenda. Outdated forms will be returned for Offeror's correction – could impact overall quality of submission.
- ❖ DO NOT ALTER State issued forms.
- ❖ MBE forms need to include both the NAICS code and a description of the work to be performed by the MBE on the project.
- ❖ SDAT Compliance – Make sure that your firm is in good standing with the Maryland Department of Assessments and Taxation.
- ❖ Review the RFP (including attachments) in its entirety.

# QUESTIONS

- ❖ **This section is for informational purposes only. All questions regarding the respective RFP, must be submitted to the Procurement Officer in writing via the link included in Section 1.9 prior to the deadline given for questions in order to receive an official response from the Maryland Stadium Authority.**
- ❖ **Only responses provided in writing by the Maryland Stadium Authority will be considered official answers to questions regarding this RFP.**
- ❖ Addenda will be sent via GovDelivery to everyone who participated in this pre-proposal. Please check your junk/spam folders and update your e-mail settings to ensure that you receive MSA Contracting GovDelivery e-mails.

**Capital Projects Development Group  
Pre-proposal Conference  
Construction Management Services - Athletic Fields  
Western Maryland Regional Sports Complex at Frostburg State Complex**

**March 15, 2024 10:00 am**

<b>Company</b>	<b>Name</b>	<b>Email</b>	<b>Prime or Subcontractor</b>	<b>MDOT MBE Certified</b>	<b>SBR Certified</b>	<b>Attended</b>
Able Construction Company dba Vines Engineering	Kumasi Vines	kumasi@vinesengineers.com	Subcontractor	Yes	Yes	No
Alexander Perry Inc.	Pat Sanford	psanford@alexanderperryinc.com	Prime	No	No	No
Annapolis Painting Services	Chris Crase	chris@annapolispainting.com	Subcontractor	No	No	No
Bengal Engineers LLC	Subra Das	sdas@bengalengineers.com	Subcontractor	Yes	Yes	No
Bengal Engineers LLC	Ayushi P	Ayushi@bengalengineers.com	Subcontractor	Yes	Yes	No
DM Enterprises of Baltimore, LLC	Gjayde Bissessar	gbissessar@dmeconsulting-us.com	Subcontractor	Yes	Yes	Yes
DM Enterprises of Baltimore, LLC	Musab Altamimi	maltamimi@dmeconsulting-us.com	Subcontractor	Yes	Yes	No
Dustin Construction, Inc.	Kim Duerr	kduerr@dustinconstruction.com	Prime	No	No	Yes
Envirosys Technologies, LLC	Murali Kalavapudi	murali.kalavapudi@envirosystech.com	Subcontractor	Yes	Yes	Yes
FTS Consulting Group	Kareem Sykes	k.sykes@ftsconsultant.com	Subcontractor	Yes	Yes	No
Gilbane Building Company	Corey Sarver	csarver@gilbaneco.com	Prime	No	No	Yes
Gilbane Building Company	Greg Permison	gpermison@gilbaneco.com	Prime	No	No	Yes
Gilbane Building Company	Scott Earley	searley@gilbaneco.com	Prime	No	No	Yes
Gilbane Building Company	Ryan Simmons	rsimmons@gilbaneco.com	Prime	No	No	Yes
HESS Construction Company	Valerie King	vking@hessconstruction.com	Prime	No	No	Yes
HESS Construction Company	Tom Beach	tbeach@hessconstruction.com	Prime	No	No	No
Jois Construction Management (JCMS, Inc.)	Goutam Jois	gjois@jcmsglobal.com	Prime	Yes	Yes	Yes
Jois Construction Management (JCMS, Inc.)	Christopher McKittrick	cmckittrick@jcms.com	Subcontractor	Yes	No	Yes



KBE Building	Derrick Lawson	Dlawson@kbebuilding.com	Prime	No	No	Yes
KBE Building Corporation	Candice Kehoe	ckehoe@kbebuilding.com	Prime	No	No	No
North Point Builders	Rob McCahill	rmccahill@npbinc.com	Prime	No	No	Yes
North Point Builders	Carly Novick	cnovick@npbinc.com	Prime	No	No	Yes
Oak Contracting	Sarah Rineer	srineer@oakcontracting.com	Prime	No	No	Yes
PPSI, Inc.	Tom Friel	tom@ppsimd.com	Prime	No	No	Yes
Promatech	Brook Rodgers	brodgers@promatechinc.com	Subcontractor	No	No	Yes
R.A.D. Sports	Kim Eldredge	bids@radsports.com	Prime	No	No	Yes
Tejy Inc.	Akshay Gawande	agawande@tejy.com	Subcontractor	Yes	Yes	Yes
Whiting-Turner Contracting Co.	Natalie Anderson	natalie.anderson@whiting-turner.com	Prime	No	No	Yes

**CPDG - Site Visit**  
**CM Services - Athletic Fields - Western Maryland Regional Sports Complex at FSU**  
**March 20, 2024 10:30 am**

Company	Name	Email	Prime or Subcontractor	MDOT MBE Certified	SBR Certified	Signature
Dustin Construction, Inc.	Shawn Mayberry	smayberry@dustinconstruction.com	Prime	No	No	<i>S. Mayberry</i>
Envirosys Technologies	Murali Kalavapudi	murali.kalavapudi@envirosystech.com	Prime/Subcontractor	Yes	Yes	
Gilbane Building Company	Scott Earley	searley@gilbaneco.com	Prime	No	No	<i>Scott Earley</i>
Gilbane Building Company	Ryan Simmons	rsimmons@gilbaneco.com	Prime	No	No	<i>Ryan Simmons</i>
Gilbane Building Company	Devonte Whittley	dwhittley@gilbaneco.com	Prime	No	No	
Gilbane Building Company	Greg Permison	gpermison@gilbaneco.com	Prime	No	No	
KBE Building	Derrick Lawson	Dlawson@kbebuilding.com	Prime	No	No	
KBE Building	Bob Nelson	BNelson@kbebuilding.com	Prime	No	No	
North Point Builders	Robert McCahill	rmccahill@npbinc.com	Prime	No	No	<i>Robert McCahill</i>
North Point Builders	Carly Novick	cnovick@npbinc.com	Prime	No	No	<i>Carly Novick</i>
Oak Contracting LLC	Dave Toth	dtoth@oakcontracting.com	Prime	No	No	<i>Dave Toth</i>
Promatech, Inc.	Carrie Strehle	estrehle@promatechinc.com	Subcontractor	No	No	
Ruppert	Sean Sullivan	ssullivan@ruppertcompanies.com	Subcontractor	No	No	
Whiting-Turner Contracting Company	Natalie Anderson	natalie.anderson@whiting-turner.com	Prime	No	No	<i>Natalie Anderson</i>
<i>Whiting - Turner</i>	<i>Christopher Barron</i>	<i>Christopher.Barron@whiting-Turner.com</i>				

**Solicitation Title: RFP for Construction Management Services Athletic Fields – Western Maryland Regional Sports Complex at Frostburg State Complex**

**eMMA Solicitation No. BPMO42759**

*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.*

<b>MBE Research by NAICS Code</b>		
<b>NAICS Codes</b>	<b>Description</b>	<b># MBEs in MDOT Directory</b>
238210; 335132; 423610	Electric/Lighting Equipment	48
238990	Turf Installation	6
238210	Electrical	491
238910	Earthwork	373
237310; 561730	Site Improvements	429
237110	Utilities	202
<b>MBE Research by Keywords</b>		
<b>Keywords</b>		<b># MBEs in MDOT Directory</b>
See above		