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ADDENDUM No. 1
Commercial Real Estate Brokerage and Marketing Services
Maryland Stadium Authority
Project No. 19-009

Date Issued: August 10, 2018

This Addendum is hereby made a part of the Contract Documents dated August 1, 2018 on the subject work as though originally included therein. The following amendments, additions, and/or corrections shall govern this work. **This form shall be acknowledged below and submitted with the response to the Request for Proposals.**

This Addendum incorporates the following items:

1. Pre Proposal Summary along with the sign-in sheet (attached).
2. **Revision.** Change "Firm Fixed Price" to read "Firm Fixed Compensation Schedule."
3. Questions and Answers.

Issued by:

Maryland Stadium Authority
333 W. Camden Street, Suite 500
Baltimore, MD 21201
Sandra Fox, Procurement Officer

Company

Acknowledgment
(Name and Title)

Date

Pre-Proposal Meeting Summary

Solicitation:	Commercial Real Estate Brokerage and Marketing Services MSA Project No. 19-009
Subject:	Meeting Summary from Pre-Proposal Conference August 8, 2018 at 11:00 a.m. – Executive Boardroom
Deadline for Proposals:	No later than 2:00 p.m. (Local Time), August 28, 2018
MSA Attendees:	John Samoryk, Sandra Fox, David Raith, and Theresa Masilek

Sandra Fox opened the discussion with the instructions for submission of Proposals. All Proposals must be received no later than **2:00 p.m. on August 28, 2018**. Late, faxed, or emailed documents will not be accepted. All Offerors must be registered with eMaryland Marketplace in order to receive a contract award. It is the Offerors' responsibility to make sure they have received all appropriate documents prior to the proposal due date. Late, faxed, or emailed documents will not be accepted. There is no prevailing wage or bid bond required for this project. The term of the contract will be for three (3) years with two (2) additional one (1) year terms at the sole discretion of MSA.

There is a two (2) part submission. One will be a Technical and the other will be the Compensation Schedule. Offerors were advised to see Section 5 Proposal Format for requirements for the two part submission.

David Raith stated that the purpose of this RFP is to obtain a qualified Maryland Real Estate Broker to provide brokerage and marketing services for the properties located at the Camden Yards Sports Complex. The successful Offeror will be required to market the current vacant spaces of approximately 30,000 square feet within the warehouse at Camden Yards and 40,000 square feet within Camden Station. The firm will be requested to market these spaces as full service leases with the expectation of maximizing the rental rates.

Creative ideas to increase the game day experience is an idea for Camden Station with possible offices on the second, third, and first floors, basement retail/ entertainment was suggested. The Lincoln Room's footprint must remain.

The successful Offeror should provide MSA personnel assistance regarding Commercial Real Estate Lease Broker Services and related activities. Your submitted compensation schedule shall be guaranteed by the Broker for the maximum term of the contract and any extensions, thereof.



ATTENDANCE SHEET
Pre Proposal Conference
 August 8, 2018 at 11:00 a.m.

PROJECT NAME: Commercial Real Estate Brokerage
MSA PROJECT NUMBER: 19-009
FACILITY: MSA
MBE Goal: 0% of Total Dollar Value

MSA Attendees: Sandra Fox , John Samoryk , David Raith , and Theresa Masilek .

	Company Name	Contact Name & Phone Numbers	Street Address	City/State/Zip Code	E-mail Address	Minority Business Enterprise (Yes or No)	Small Business Reserve (Yes or No)
1.	MACKENZIE COMMERCIAL REAL ESTATE	Jenny HARRINGTON 443-573-3213	111 S. CALVERT ST.	BALTO. 21202	JHARRINGTON@MACKENZIECOMMERCIAL.COM	NO	
2.	CORE	Nick Lovell 410.913.1811	100 E. Pratt St	BALTO. MD 21202	Nick.Lovell@CBK.com		
3.	Tim Jackson Cushman + Wakefield	TIM JACKSON 410 685-9591	One E Pratt #700	21202	Tim.Jackson@CUSHWAKE.COM		
4.	Cushman + Wakefield	Stuart Rieuhoff 410 382 8430	One E. Pratt St. Suite 700	21202	Stuart.Rieuhoff@CUSHWAKE.COM	NO	

	Company Name	Contact Name & Phone Numbers	Street Address	City/State/Zip Code	E-mail Address	Minority Business Enterprise (Yes or No)	Small Business Reserve (Yes or No)
5.	Mackenzie	Terri Harrington 443-373-3213	11 S. Calvert St Baltimore, MD 21202	21202	tharrington@mackenziecommercial.com		
	CBRE, Inc.	Nick Laiselle 410-591-7379	100 East Pratt Street Suite 1700 Baltimore, MD 21202				
	Cushman & Wakefield	Tim Jackson 410-576-9031	One East Pratt Street, Suite 700 Baltimore, MD 21202				
	Mackenzie	Terri Harrington 443-373-3213	11 S. Calvert Street, Suite 2000 Baltimore, MD 21202				
	Cushman & Wakefield	Stuart S. Rienhoff 410-576-9031	One East Pratt Street, Suite 700 Baltimore, MD 21202				
	Mackenzie	Terri Harrington 443-373-3213	11 S. Calvert Street, Suite 2000 Baltimore, MD 21202				
	Mackenzie	Terri Harrington 443-373-3213	11 S. Calvert Street, Suite 2000 Baltimore, MD 21202				

Questions and Answers

1. Are you just looking for brokerage service?

Yes.

2. Your technical requests commercial appraisal and that is confusing. It does not tie into a leasing brokerage. Can you clarify?

Give a general list of additional services your firm could perform if there was a future need by MSA.

3. When will the contract start?

If approved by the Board Members, a Notice to Proceed around October 2018.

4. What happened to the last request for brokerage?

The last time we did not proceed beyond the Request for Qualification stage.