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### **Addendum No. 3**

#### **To Offerors:**

#### **Request for Proposals Testing and Inspection Services Phase III – Ocean City Convention Center Expansion and Improvements**

#### **Date Issued:**

**December 5, 2019**

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This addendum is hereby made part of the Request for Proposals dated November 15, 2019, 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. MBE Form D-1 “MBE Utilization and Fair Solicitation Affidavit and Participation Schedule” shall be submitted with the technical proposal. MSA hereby amends section 4.2(e) of the RFP to add the following requirement:  
  
“6. An accurately completed and signed MBE Form D1- “MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule” (see Attachment D). Per COMAR regulation 21.11.03.09(C)(5), failure to include and/or accurately complete this form shall result in a determination that the proposal is not susceptible for award.”
2. MSA hereby amends RFP section 4.3 Volume II – Financial Proposal, Required Submissions, to read as follows:

#### **“a) Required Submissions**

Upon request, short-listed Offerors must submit the following items in the Financial Proposal:

- 1) The Pricing Form included in this RFP as **Attachment H**. Using the Pricing Form (**Attachment H**), the fee proposal shall be broken down to illustrate the fixed fees per test and labor rates for each activity or category. Please note that the hourly rates identified in the pricing form are fully-loaded rates inclusive of all expenses and direct and indirect costs in connection with providing the services required under this Contract (e.g. overhead, travel, lodging, meals, mailing costs, printing, mailing, courier

costs). The estimated hours and quantities included in the Pricing Form shall be a not-to-exceed amount for the tests and services for the Project. For the section related to test procedures, if the Offeror deems that these tests are already incorporated in the labor rates, Offerors can state N/A in the unit price field. Other than this exception, Offerors MUST NOT revise the quantities set forth in the Pricing Form.

~~2) An accurately completed and signed MBE Form D1 "MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule." Per COMAR regulation 21.11.03.09.C (5), failure to include and/or accurately complete this form shall result in a determination that the proposal is not susceptible for award.~~

**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**