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**Addendum No. 1**

**To Offerors: Request for Proposals  
Code Consulting Services  
Razing and Replacement of the  
Department of Legislative Services Building**

**Date Issued: April 17, 2021**

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This addendum is hereby made part of the Request for Proposals dated April 12, 2021, 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 conference attendee list is attached hereto.
2. A copy of the pre-proposal PowerPoint presentation 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 1**

**Request for Proposals  
Code Consulting Services  
Razing & Replacement of the Department of Legislative Services Building**

**Virtual Pre-Proposal Conference Attendee List  
Friday, April 16, 2021**

<b>Name</b>	<b>Company</b>	<b>Email</b>
Bryan Weinstein	Tindale Oliver	bweinstein@tindaleoliver.com
Charles Bergen	Sheladia Associates, Inc.	cbergen@sheladia.com
David Smith	Holbert Apple Associates	dsmith@holbertapple.com
Farhan Syed	Techno Consult, Inc.	fsyed@techno-eng.com
GLY Mendon	BLV Engineering Associates	glymendon@hotmail.com
Jo Anne Schneider	Chrysalis Collaborations	joanne@chrysaliscollaborations.com
Julia Webster	Kibart	jbw@kibart.com
June Im	Kim Engineering, Inc.	juneim@kimengineering.com
Katie Lund	Weigand Associates, Inc.	klund@wainet.net
Kaveh Samimi	EnTech Engineering PC	ksamimi@entech.nyc
Kim Conley	ECS Mid-Atlantic, LLC	kconley@ecslimited.com
Marly Cardona Moz	Stokes Creative Group	mcmoz@stokescg.com
Maulin Shah	M S Consulting Engineers LLC	shahmaulink@gmail.com
Patti Zimmerman	Koffel Associates	pzimmerman@koffel.com
Paul Bajere	United Engineering Services Inc.	pbajere@uengs.com
Paul Hancher	IBTS	phancher@ibts.org
Richard Kyaw	Reliant Management	rkckyaw@reliantmanagementllc.com
Sophie Boreshe	JED Engineering & Land Surveying, P.C.	sboreshe@jedengineering-pc.com
Xiaodong Zhang	ZEST	zest.md@zestllc.com



## **MARYLAND STADIUM AUTHORITY**

**Request for Proposals for  
Code Consulting Services  
Razing and Replacement of the  
Department of Legislative Services Building**

**Pre-Proposal Conference**

*April 16, 2021*

# POINT OF CONTACT

**Yamillette “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)

Ms. Natasha Speaks, Senior Project Coordinator,  
will assist with this procurement

# KEY DATES

	<u>ACTIVITY</u>	<u>DATE (Local Time)</u>
	Request for Proposals Issued	April 12, 2021
	Pre-Proposal Web Conference	April 16, 2021 at 11:00 a.m.
	Offeror Questions Due	April 22, 2021 at 1:00 p.m.
	Technical Proposals Due	May 7, 2021 at 1:00 p.m.
	Oral Presentations	June 3 and 4, 2021
	Anticipated NTP	July 2021

# MARYLAND STADIUM AUTHORITY

- ❖ Established by the Maryland General Assembly in 1986.
- ❖ Original mission was to build, manage, and maintain quality facilities to retain major league baseball, and return NFL to Maryland.
- ❖ Legislation enacted in 1987 approved Camden Yards as the site for the new stadium complex and granted MSA administrative and operational powers.
- ❖ Pursuant to MD Code Ann., Econ. Dev. §10-622, the Authority is authorized, among other things, to prepare studies and design projects for political subdivisions of the State.

# PURPOSE

MSA is issuing this RFP to contract with a highly qualified code consulting services firm to provide third-party plan review and third-party inspection services for the Razing and Replacement of the Department of Legislative Services Building in Annapolis, Maryland.

# MINIMUM QUALIFICATIONS

At a minimum, the Offeror shall:

- ❖ Be a firm specializing in providing code consulting services and have experience applying federal, state, and local codes applicable to the Project when reviewing, interpreting, inspecting and approving Project related items to ensure compliance with said codes;
- ❖ Have significant experience participating in all phases of a project, including design review, submittal review, construction inspection and final report sign-off;
- ❖ Have significant experience in providing code consulting services for renovation and replacement projects of large scale public gathering venues;
- ❖ Have the ability to manage multiple projects in various stages of design and construction simultaneously; and
- ❖ Demonstrate a minimum of five (5) years of experience.



# SCOPE OF WORK OVERVIEW

## ❖ Third-Party Plan Review

- ❖ The scope of work for third-party plan review shall include, among other responsibilities, reviewing and analyzing construction documents, at the intervals identified in the “Milestone Schedule” section of the RFP, to confirm compliance with applicable federal, state and local codes.

## ❖ Third-Party Inspections

- ❖ Required during the construction phase of the Project and include inspection of Architectural, Civil Construction, Plumbing, Mechanical/HVAC, Electrical, Building Construction, Elevators, and Fire-stopping systems.

**Please refer to Section 3 of the RFP for the full Scope of Work for this Project.**

# MINORITY BUSINESS ENTERPRISES

**MBE form D-1A shall be submitted with the technical proposal. Failure to do so may deem your proposal not reasonably susceptible of being selected for award.**

- ❖ A minimum overall MBE subcontract participation goal of ten percent (10%), with no subgoals, has been established for this RFP.
- ❖ 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.
- ❖ For information on certified MBE firms, the directory is available at <http://mdot.state.md.us>. Select the MBE Program label at the left side of the website.
- ❖ The most current and up-to-date information on MBEs is available at this website. The Governor's Office of Small, Minority and Women Business Affairs has issued a Q&A regarding counting participation by MBE primes. Information is available on GOSBA's website (<http://goma.maryland.gov/Pages/Reporting-Tool-MBE.aspx>).

# PROPOSAL SUBMISSIONS

- ❖ **Solicitation will follow a multi-step process to select the successful Offeror.**
  - ❖ **Step 1** – Submission of Technical Proposals
  - ❖ **Step 2** – Review of Technical Proposals
  - ❖ **Step 3** – Oral Presentations (short-listed firms only)
  - ❖ **Step 4** – Financial Proposals
  - ❖ **Step 5** – Award Recommendation
  
- ❖ **Submitted no later than 1:00 p.m. (Local Time) May 7, 2021 in order to be considered.**
  - ❖ Technical proposals must be submitted electronically via the link provided in Section 1.10 of the RFP.
  
- ❖ **See Section 4.2 and 4.3 of the RFP for format and content requirements.**
  
- ❖ **Technical Volume: Required Submissions**
  - ❖ Bid/Proposal Affidavit
  - ❖ Conflict of Interest Affidavit/Disclosure
  - ❖ MBE Attachment D-1A - MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule
  
- ❖ **Financial Volume (*to be submitted at later date*):**
  - ❖ Pricing Form (Financial Proposal)

# EVALUATION CRITERIA

- ❖ Selection Committee will review the Offerors' Technical Proposals upon submission.
  - ❖ Short-listed firms may be requested to participate in a virtual oral presentation, per Section 1.11 of the RFP.
  - ❖ Shortlisted firms will be requested to respond to a Request for Financial Proposal.
  
- ❖ Award will be made to the Offeror deemed to provide the best value (Technical and Financial) to the Project as determined by the Selection Committee.

# QUESTIONS

- ❖ All questions regarding the RFP must be submitted to the Procurement Officer in writing 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.
  - ❖ **Due Date: April 22, 2021 at 1:00 p.m.**
  - ❖ **All questions must be submitted electronically via the link provided in Section 1.9 of the RFP.**
- ❖ Addenda will be posted in eMMA, MSA's website, and 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.