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Addendum No. 2

**To Offerors: Request for Proposals
Testing and Inspection Services
Hagerstown Multi-Use Sports and Events
Facility**

Date Issued: September 19, 2022

This addendum is hereby made part of the Request for Proposals dated September 8, 2022, 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 pre-proposal PowerPoint presentation is attached hereto.
2. A copy of the pre-proposal conference attendee list is attached hereto.
3. A revised and full copy of Attachment F, Design Development Documents, is available via the following links:

<https://mdstad.sharefile.com/d-s9101992ce9b94d5cac24772f7c3c3204>

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

Yamillette Waite
Procurement Officer

End of Addendum 2

WELCOME

**REQUEST FOR PROPOSALS
TESTING AND INSPECTION SERVICES
HAGERSTOWN MULTI-USE SPORTS AND EVENTS FACILITY
Web Pre-Proposal Conference**

**THANK YOU FOR YOUR INTEREST IN DOING BUSINESS WITH THE
MARYLAND STADIUM AUTHORITY.**

THE PRE-PROPOSAL CONFERENCE WILL BEGIN AT 11:00 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 AND QUESTIONS MUST BE SUBMITTED VIA THE CHAT ROOM. THE PHONE LINES MAY BE OPENED FOR ADDITIONAL QUESTIONS AT THE END OF THE PRESENTATION.



MARYLAND STADIUM AUTHORITY

Request for Proposals for Testing and Inspection Services Hagerstown Multi-Use Sports and Event Facility

Pre-Proposal Conference

September 16, 2022

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

Ms. Paige Stinnett, Procurement Specialist, will assist with this procurement

INTRODUCTION OF THE PROCUREMENT & PROJECT TEAM



PAIGE STINNETT
PROCUREMENT
SPECIALIST



YAMILLETTE "YAI" WAITE
ASSOCIATE VICE
PRESIDENT,
PROCUREMENT



CEDRIC LOWE
PROJECT MANAGER








ALTHA WEAVER
MBE LIAISON

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.

KEY DATES

	<u>ACTIVITY</u>	<u>DATE (Local Time)</u>
	Request for Proposals Issued	September 8, 2022
	Pre-Proposal Web Conference	September 16, 2022 at 11:00 a.m.
	Offeror Questions Due	September 19, 2022 at 1 p.m.
	Technical Proposals Due	September 30, 2022 at 1 p.m.
	Anticipated NTP	November 2022

SCOPE OF SERVICES

MSA is issuing this solicitation to select a highly qualified firm to provide testing and inspection services for the Hagerstown Multi-Use Sports and Events Facility. The Offeror will contract directly with the MSA but will be required to work in close coordination with the Design Builder. The Design Builder is comprised of the Turner Construction Company and Pendulum Studio, LLC.

The facility is anticipated to be a state of the art, family-friendly venue with the flexibility to include the hosting of outdoor concerts, festivals, community and family oriented events, in addition to serving as the home field for an Atlantic League Professional Baseball Club.

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

MINIMUM QUALIFICATIONS

At a minimum, the Offeror shall:

- Have been in business for at least 5 years;
- Be licensed to operate in the State of Maryland;
- Have experience providing testing and inspection services including, but not limited to, the following: earthwork/soils, asphalt, erosion and sediment control, concrete, masonry, steel, roofing, fireproofing/fire resistant materials, waterproofing, windows, and painting.
- Where manufacturer certifications are required to perform testing or inspections, Offeror shall possess certifications for the basis of design manufacturer (at a minimum),
- Shall meet the insurance requirements stated in the Sample Contract, (**Attachment J**); and,
- Preferred Qualification – Offeror's substantial experience with large, multi-use and/or sports facilities.

MINORITY BUSINESS ENTERPRISES

Minimum overall MBE subcontract participation goal is 10% with no subgoals.

- ❖ All subconsultants named by the Offeror as part of their MBE Schedule must be certified with the Maryland Department of Transportation (“MDOT”).
- ❖ **MBE form D-1A must be submitted with the Technical Proposal.** Offerors’ submissions must also include the MBE subcontractor’s MDOT certification number & NAICS product and service description of work to be performed. **Failure to submit an accurately completed D-1A with your technical proposal will lead MSA to deem the proposal not reasonably susceptible for award.**
- ❖ 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 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>).

MBE SUBMISSIONS ISSUES

- ❖ D-1A form must be submitted with your technical proposal.
- ❖ Please check your math and make sure that the goal adds up to 10%, unless requesting a waiver.
- ❖ Double check the form for accuracy in completion and legibility.
- ❖ MBE forms need to include both the NAICS code and a description of the work to be performed by the MBE on the project.

MBE LIAISON

ALTHA WEAVER

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PROPOSAL SUBMISSIONS

- ❖ All submissions must be sent electronically. DO NOT send them via email. Use the link provided in Section 1.10 of the 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
 - Offeror Experience and Qualifications
 - Work Plan
 - Bid/Proposal Affidavit
 - Conflict of Interest Disclosure
 - Capacity Summary Worksheet for Key Personnel
 - Corporate Profile
 - Proof of Insurance/ability to meet insurance requirements
 - **MBE Form D1-A Form**
- ❖ Financial Volume:
 - Pricing Form

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 submit Financial/Price Proposals.
- ❖ Award will be made to the Offeror whose proposal is determined to be the most advantageous, considering technical and financial evaluation factors.

GENERAL SUBMISSION ISSUES

- ❖ 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.

QUESTIONS

- ❖ **This section is for informational purposes only. All questions regarding the 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 posted on 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.

