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**Addendum No. 2**

**To Offerors:**

**Request for Proposals  
Project C.O.R.E.  
Abatement and Demolition Services DD-015**

**Date Issued:**

**January 17, 2023**

This addendum is hereby made part of the Request for Proposals dated January 9, 2023, 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 web pre-proposal power point presentation is attached hereto.
2. A list of the web pre-proposal conference attendees is attached hereto.
3. The scope of work (Attachment E) of the RFP is hereby **revised** and is attached hereto.
4. Section 4.2(b) of the RFP is hereby **revised** (see text below) to include the submission of the Corporate Diversity Addendum (Attachment R), and is attached hereto.

“9. A completed Corporate Diversity Addendum.”

**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 ABATEMENT AND DEMOLITION SERVICES DD-015**

### **Web Pre-Proposal Conference**

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

**THE PRE-PROPOSAL CONFERENCE WILL BEGIN AT 10:00 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 Abatement & Demolition Services DD-015**

### **Pre-Proposal Conference**

***January 17, 2023***

# POINT OF CONTACT

**Yamillette “Yai” Waite**

Maryland Stadium Authority

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

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

# KEY DATES



## ACTIVITY

Request for Proposals Issued



Pre-Proposal Web Conference



Offeror Questions Due



Technical AND Financial Proposal  
Closing Date



Anticipated NTP

## DATE (Local Time)

January 9, 2023

January 17, 2023 at 10 a.m.

January 19, 2023 at 1 p.m.

February 1, 2023 at 1 p.m.

March 2023

# GENERAL INFORMATION & PURPOSE

The Maryland Stadium Authority is issuing this Request for Proposals to select a qualified firm to perform abatement and demolition services for properties identified and selected under Project C.O.R.E. Specifically, MSA is seeking proposals for abatement and demolition services for properties listed in **Attachment M** to the RFP.

The successful Offeror must coordinate with MSA and the City to obtain all permits required to complete abatement and demolition and site stabilization operations.

Please refer to **Section 3** of the RFP and **Attachment E** of the RFP for the full scope of work related to this project.

# OFFEROR MINIMUM QUALIFICATIONS

Please refer to Section 2 of the RFP. Offerors must meet the following minimum qualifications in order to be considered for this RFP. The Offeror shall:

- ❖ be a firm experienced with providing abatement and demolition services as a prime contractor for programs or projects similar in size and scope to that described in the RFP;
- ❖ have significant experience participating in all phases of construction including pre-construction (procurement, submittal review, etc.); construction (contract administration and enforcement, scheduling, budgeting, etc.); and, post-construction (close out documentation, final reporting, etc.);
- ❖ have a minimum of five (5) years of experience providing prime contracting services on abatement and demolition projects;
- ❖ the Offeror's confirmation that it will meet the agreed upon scheduling requirements set forth in section 3.11 of the RFP;
- ❖ understanding of the Project C.O.R.E Protocols, standards, laws and conditions as they apply to the work to be performed under this project, see **Attachment H**; and,
- ❖ the ability to meet the insurance and bonding requirements as set forth in Sections 3.8 and 3.9 of the RFP, and the **Attachment G**.

# MINORITY BUSINESS ENTERPRISES

- ❖ **Minimum overall MBE subcontract participation goal is 33% - no subgoals (see Key Information Summary Sheet and Section 1.13 of the 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. 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>).



# MBE

- ❖ **D-1A form shall be included with the technical proposal.**
- ❖ **Please check your math and make sure that the goal adds up to 33%, unless requesting a waiver.**
- ❖ **Double check the form for accuracy in completion and legibility.**

# PROPOSAL SUBMISSIONS

- ❖ All submissions must be sent electronically. DO NOT send them via email. Use the links provided in Section 1.10 of the RFP.
- ❖ Read Section 4 of RFP carefully – Technical and Financial Proposals are due on the Proposal Closing Date.
- ❖ Financial Proposals must be submitted via Financial Proposal link (see section 1.10) and must be password protected.
  - ❖ The Procurement Officer will request the password to the Financial Proposals from short-listed offerors only.
- ❖ See Section 4 of the RFP for all proposal and submission requirements, including format requirements.

# PROPOSAL SUBMISSIONS CONT.

## ❖ Technical Volume:

- Transmittal letter
- Bid/Proposal Affidavit (**Attachment A**)
- Conflict of Interest Disclosure (**Attachment B**)
- Corporate Profile (**Attachment O**) - REVISED
- Proof of Insurance/ability to meet insurance requirements
- MBE Form D1-A “MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule” (**Attachment D**)
- Project Requirements Worksheet (**Attachment Q**) - NEW

## ❖ Financial Volume:

- Pricing Form
- Proposal (Bid) Security (**Attachment P**)

# EVALUATION CRITERIA

- ❖ Technical Proposals will be evaluated to determine whether the Offeror meets the minimum qualifications stated in Section 2 of the RFP.
- ❖ Firms that meet all the minimum qualifications will be short-listed to participate in the financial proposal phase of the procurement. Award will be made to the firm that provides the lowest fee.

# IMPORTANT RFP ITEMS

- ❖ 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.
- ❖ Prevailing wage & compliance - fee needs to take into account prevailing wage rates

# 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.**

**Virutal Pre-Proposal Conference**  
**January 17, 2023 10:00am**

[illegible]

**REVISED January 17, 2023**

**Scope of Work RFP DD-015**

**The successful Offeror shall be responsible for performing the items listed below, in addition to other requirements stated in the RFP:**

1. Coordinating with the City for procurement of all necessary permits required to complete abatement, demolition and site stabilization operations.
2. Providing all required submittals in accordance with the Contract Documents.
3. Providing a project schedule that incorporates mobilization, rodenticide, abatement, demolition, stabilization and demobilization activities.
4. Conducting pre-work Inspections and providing reports, and if necessary, contact MSA of any concerns regarding pre-site conditions prior to the start of demolition.
5. Posting site signage, including but not limited to, posting the Public Notice of Demolition prior to commencing demolition as well as furnishing and installing the Project Construction Sign and maintaining site signage until fencing is removed.
6. Identifying the "Project Superintendent" who will be responsible for daily oversight of the abatement, demolition /debris removal and site stabilization activities. The Project Superintendent will be responsible for overseeing the dust suppression mitigation and any other environmentally sensitive activities.
7. Responsible for ensuring that all onsite personnel have the proper licenses/ training/ certifications as required by the Contract Documents including but not limited to lead and asbestos based MDE training. Contractor is to maintain a master list of all personnel that highlights certification/licensing status with respective expiration dates.
8. Creating and submitting a Waste Management Plan inclusive of a site logistics plan, list of anticipated waste streams and the expected disposal methods in accordance with the Contract Documents.
9. Performing utility abandonments (cut, capped and made safe) prior to beginning demolition activities in accordance with the Contract Documents.
10. Completing rodenticide of all interior and exterior areas of the properties to be demolished in accordance with the Contract Documents.
11. Completing installation, maintenance and removal of site security measures in accordance with the Contract Documents. This includes but is not limited to any required security fencing, barriers and signage. Security fencing must be at least eight (8) feet high and is to be covered with a windscreen. Windscreen and fencing is to be maintained in a presentable fashion at all times and replace as needed. Note that windscreen at each location is to be uniform in color and free of rips and holes.
12. Completing installation, maintenance and removal of S&E controls in accordance with the Contract Documents. S&E controls are required around the entire site perimeter.
13. Performing hazardous/regulated materials abatement services in accordance with the Contract Documents. The contractor is responsible for performing work under the supervision of a certified Industrial Hygienist and will be responsible for providing required clearance documentation.
14. Performing building demolition services in accordance with the Contract Documents. Building demolition services are to include the razing and removal of the complete building structure inclusive of basement foundations, backyard slabs, existing fences, in- grown trees, etc in accordance with the contract documents.
15. Conducting demolition and removal of debris. These operations are to be performed via the use of a bucket-claw loader or similar controlled demolition device, in accordance with the Contract Documents.



16. Demolition and debris removal operations are to be performed in accordance with the Contract Documents.
17. Performing site grading and stabilization services in accordance with the Contract Documents. This includes the protection of mature trees, removal of “weed trees”, removal and hauling of excavated soils, backfilling of open excavations via use of clean fill, final site grading and seeding/stabilization operations in accordance with the Contract Documents. The use of recycled materials during backfill operations is not allowed.
18. Watering and site maintenance, as required, to ensure mature vegetative growth.
19. Removal and replacement of the existing sidewalks adjacent to the properties being demolished in accordance with the Contract. This includes the replacement of any sidewalk that falls within the project Limit of Disturbance (LOD). The contractor will be responsible for creating clean cut/ separation of sidewalks from the curbs. It is not the intent of the contract to remove and replace adjacent curbs. The contractor will be required to replace any curbs damage resulting from the demolition operations.
20. Contractor is responsible for submission daily reporting for each location, tracked separately. At a minimum, daily reports are to include:
  - a. Location identification.
  - b. Weather summary.
  - c. A description of work performed.
  - d. Documentation of labor force including names, company name, work classifications and hours worked for each individual onsite.
  - e. Logs for all materials entering and leaving the site with accompanying truck/ landfill tickets.
  - f. Identification of any onsite equipment (including idle equipment).
  - g. Identification of any site visitors.
  - h. Summary of any issues/ accidents.
  - i. Photos documenting work progress.
21. Providing any required notifications and closeout documentation to the appropriate local authorities or agencies.
22. Complying with all local, state and federal laws.

**ATTACHMENT R**  
**CORPORATE DIVERSITY ADDENDUM**

## CORPORATE DIVERSITY ADDENDUM

Effective August 18, 2022

**Instructions:** Pursuant to § 11-101 of the Tax-Property Article, certain entities must provide a Corporate Diversity Addendum, which contains certain diversity data specified by Code of Maryland Regulation (“COMAR”) 24.01.07. To determine whether you must provide the Corporate Diversity Addendum, please complete Worksheet A.

Failure to complete the Addendum or failure to meet the criteria therein, may prohibit you from receiving certain State benefits. For more information, refer to COMAR 24.01.07.

Please be aware, the information you include in the Corporate Diversity Addendum may be shared with other Maryland State agencies.

### Worksheet A

1. Are you an entity that is required to be in good standing with the State Department of Assessments and Taxation (“SDAT”), and meets the following definition:

(1) A commercial enterprise or business that is formed in the State or registered with SDAT to do business in the State; or (2) a corporation, foundation, school, hospital, or other legal entity for which none of the net earnings inure to the benefit of any private shareholder or individual holding an interest in the entity?

☐ Yes – Proceed to Question 2

☐ No – STOP. You are not required to complete the Corporate Diversity Addendum. Complete Affidavit (I) on Page 2 and submit with the application for a State benefit.

2. Check the appropriate box if you are any of the following types of entities:

☐ Sole Proprietor

☐ Limited liability company (LLC) owned by a single member

☐ Privately held company if at least 75% of the company’s shareholders are family members

☐ Entity that (1) has an annual operating budget or annual sales less than \$5,000,000; and (2) has not qualified for or applied for, and does not intend to apply for, a State benefit, as defined below

Did you check at least one box?

☐ Yes – STOP. You are not required to complete the Corporate Diversity Addendum. Complete Affidavit (I) on Page 2 and submit with the application for a State benefit.

☐ No – Proceed to the Corporate Diversity Addendum on Page 3.

“State benefit” means (1) a State capital grant funding totaling \$1.0 million or more in a single fiscal year (July 1 – June 30); (2) State tax credits totaling \$1.0 million or more in a single fiscal year (July 1 – June 30); or (3) the receipt of a State contract with a total value of \$1.0 million or more. “State contract” means a contract that (a) resulted from a competitive procurement process and (b) is not federally funded in any way.

**AFFIDAVIT (I)**

**UNDER PENALTIES OF PERJURY**, I hereby swear that the entity submitting this report is not required to submit the Corporate Diversity Addendum.

Entity/Business Name: \_\_\_\_\_

Federal Employer Identification Number (FEIN): \_\_\_\_\_

SDAT Identification Number: \_\_\_\_\_

Name of Entity's representative completing this Affidavit (print clearly):

\_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## CORPORATE DIVERSITY ADDENDUM

**Instructions:** If you are required to provide the Corporate Diversity Addendum, completing Affidavit (II) on Page 4 is mandatory. A response to both items is required. Failure to provide a complete response to either of the two items may render the entity ineligible for certain state benefits. For more information, refer to COMAR 24.01.07.

I. A response to Item I is required. However, the content of your response has no bearing on eligibility for State benefits. Select below the underrepresented communities which are represented on this entity's board or in executive leadership. Select all that apply.

- ☐ Alaska Native
- ☐ Asian-Pacific Islander
- ☐ Black or African-American
- ☐ Hispanic or Latino
- ☐ Native American
- ☐ Native Hawaiian
- ☐ One or more of the racial or ethnic groups listed above
- ☐ None of the above

II. Check the box next to the following Corporate Diversity indicators that pertain to this entity. Note that references to underrepresented communities refers to communities listed in Item I above. The examples provided are intended to be representative, not exclusive. Select all that apply.

1. ☐ Entity maintains written workforce diversity, equity, and inclusion ("DEI") policies.
2. ☐ Entity offers DEI training to its workforce.
3. ☐ Entity assigns a senior-level employee as responsible for oversight and direction of the entity's DEI efforts.
4. ☐ Entity reports performance of its workforce DEI programs on its website.
5. ☐ Entity includes DEI objectives in performance plans of its managers.
6. ☐ Entity publishes information on its website about its DEI commitments and efforts.
7. ☐ Entity provides career advancement training/opportunities for employees, including members of underrepresented communities.
8. ☐ Entity collaborates with educational institutions, or is an educational institution, serving significant or predominant student populations or affinity groups from underrepresented communities (e.g., career fairs, scholarships, internships, apprenticeships).
9. ☐ Entity has a supplier diversity policy that provides business opportunities to diverse suppliers, including businesses owned by members of underrepresented communities, such as State-certified Minority Business Enterprises ("MBEs").
10. ☐ Entity publicizes its procurement opportunities to encourage participation from businesses owned by members of underrepresented communities.
11. ☐ Entity measures percentage of contract dollars awarded to businesses owned by members of underrepresented communities, including MBEs.
12. ☐ Entity provides support and outreach to underrepresented communities and/or organizations that represent underrepresented communities.

Only entities that meet at least 33% (4) of the Corporate Diversity Indicators above, by checking all the applicable boxes, qualify to receive a State benefit.

**AFFIDAVIT (II)**

**UNDER PENALTIES OF PERJURY**, I declare that I have examined this Corporate Diversity Addendum, and to the best of my knowledge and belief, it is true, correct, and complete.

Entity/Business Name: \_\_\_\_\_

Federal Employer Identification Number (FEIN): \_\_\_\_\_

SDAT Identification Number: \_\_\_\_\_

Name of Entity's representative completing this Affidavit (print clearly):

\_\_\_\_\_

Title: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Penalties for Submitting False Information.** If information provided by the entity in this form or by other means is materially false, the entity and the individual providing the false information may be subject to criminal prosecution for perjury, procurement fraud, and other crimes and may be subject to debarment, and all State benefits or contracts to the entity made in reliance upon the inaccurate form or other information may be void or subject to termination for default. See COMAR 24.01.07.