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Addendum No. 1

**To Offerors: Request for Proposals
Building Commissioning Services
Baltimore City College High School**

Date Issued: October 21, 2024

This addendum is hereby made part of the Request for Proposals dated October 7, 2024, 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 PowerPoint presentation slides are attached hereto.
2. A copy of the pre-proposal conference attendance list is attached hereto.
3. A copy of the questions submitted regarding this RFP, along with their respective answers, is attached hereto.
4. A copy of the Baltimore City Public School System Technology Design Standards can be accessed via the link below:

<https://mdstad.sharefile.com/d-sb29e5636047d40cf9468d43943d6cd42>

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

PS

Paige Stinnett
Procurement Officer

Capital Projects Development
The Warehouse at Camden Yards
351 W. Camden Street, Suite 300
Baltimore, MD 21201
410-223-4150
1-877-MDSTADIUM
Fax: 410-333-1888

cpdginfo@mdstad.com
www.mdstad.com

Voice: 800-201-7165
TTY: 800-735-2258

Built to Learn
Pre-Proposal Conference Registration List
Building Commissioning Services -Baltimore City College High School
10/15/2024

Name	Company	Email	Prime or Subcontractor	MDOT MBE Certified	SBR Certified	Attended
Franco Tartaglia	Allen & Shariff	ftartaglia@allenshariff.com	Prime	Yes	No	Yes
Mohamed Abaza	Allen and Shariff	mabaza@allenshariff.com	Prime	Yes	No	Yes
James Gardler	Bala Consulting Engineers	jgardler3@bala.com	Subcontractor	No	No	Yes
Kelly Adighije	Baumann Consulting	k.adighije@baumann-us.com	Prime	No	No	Yes
Jochen Schaefer	Baumann Consulting	j.schaefer@baumann-us.com	Prime	No	Yes	No
Catherine DeWitt	BKM	cdewitt@bkma.com	Prime	No	Yes	Yes
Katherine Cox	BKM	kcox@bkma.com	Prime	No	Yes	Yes
Peter Feldmann	BKM Engineering, Inc	pfeldmann@bkma.com	Subcontractor	No	Yes	Yes
Kevin Barnett	Bowman	kbarnett@bowman.com	Prime	No	No	Yes
Sue Stevanovic	Bowman	sue.stevanovic@bowman.com	Prime	No	No	Yes
KJ Rodgers	Building Envelope Consultants & Scientists	kj.rodgers@wearebecs.com	Subcontractor	No	Yes	No
David Cantrill	Commissioning and Green Building Solutions	dcantrill@cxgbs.com	Prime	No	No	Yes
Amir Rezaei	Cyclone Energy Group	arezaei@cyclone.energy	Prime	No	Yes	Yes
Benjamin Skelton	Cyclone Energy Group	bskelton@cyclone.energy	Prime	No	Yes	No
Mardochee Pierre	D&D MULTISERVICES	Mardocheepierre2017@gmail.com	Subcontractor	Yes	No	No
Sam Hamzehp	DEI CONSULTING	shamzehpoor@dei-consulting.com	Prime	No	No	No
Tahmida Begum	Dulles Geotechnical and Material Testing	tahmida@dullesgeotechnical.com	Subcontractor	Yes	No	No
Evan Landis	ECS Mid-Atlantic, LLC	elandis@ecslimited.com	Subcontractor	No	No	No
Nichole McGuire	ECS Mid-Atlantic, LLC	nmcguire@ecslimited.com	Subcontractor	No	No	Yes
Allison Dunn Wilson	EXP	ALLISON.DUNN2@EXP.COM	Prime	No	No	No
Christian Paunon	Falcon Engineering Co LLC dba The Falcon Group	cpaunon@falconengineering.com	Prime	No	No	Yes
Nicole Madensky	FST	Nicole_Madensky@fsttechnical.com	Prime	No	No	Yes
Courtney Stasko	Gale Associates	cas@Gainc.com	Subcontractor	No	No	Yes
Adam Herzer	HBS	aherzer@hbsolutionsinc.com	Subcontractor	No	No	No

David Wilkinson	HBS Solutions	dwilkinson@hbsolutionsinc.com	Subcontractor	No	No	No
Wade Myers	Johnson, Mirmiran & Thompson, Inc.	wmyers@jmt.com	Prime	No	No	Yes
Denise Little	Johnson, Mirmiran & Thompson, Inc.	dlittle@jmt.com	Prime	No	No	Yes
Sushant Upadhyaya	Kaveree, Inc.	sushant.upadhyaya@kaveree.com	Subcontractor	Yes	Yes	No
Andrew Sailo	Kim Engineering Inc	andrewsailo@kimengineering.com	Prime	Yes	Yes	No
Tonda Arbaugh	Leading Edge Construction Services	tarbaugh@leadingedgecon.com	Subcontractor	Yes	Yes	No
Todd Steffens	Loring Consulting Engineers, Inc.	tsteffens@loringengineers.com	Prime	No	No	Yes
Akia Izaguirre	Loring Consulting Engineers, Inc.	aizaguirre@loringengineers.com	Prime	No	No	Yes
Anthony Manigault	Manitechsolutionsinc.com/ Construction	Tmani@manitechsolutionsinc.com	Prime	Yes	Yes	No
Liling Tien	P.E.L.A. Design, Inc.	liling@peladesign.net	Subcontractor	Yes	Yes	Yes
Sandra Kiser	Procon Consulting LLC	skiser@proconconsulting.com	Prime	Yes	No	Yes
Robert Lutz	Procon Consulting LLC	rlutz@proconconsulting.com	Prime	Yes	No	No
Sandeep Murthy	Reclaim company LLC	sandeep@reclaimco.com	Prime	Yes	Yes	No
Sara Baynes	RMF Engineering, Inc., PC	sara.baynes@rmf.com	Prime	No	No	Yes
Spring Covington	SCC Investing LLC	Lifecreatespring@gmail.com	Subcontractor	No	No	Yes
Anthony DiCola	Setty & Associates	tonyd@setty.com	Prime	Yes	No	Yes
Justin Long	SK&A, P.A.	justinl@skaengineers.com	Subcontractor	No	No	No
Rajiv Bhonsle	TAI Engineering	rajiv.bhonsle@taiengineering.com	Subcontractor	No	No	Yes
Jennifer Pomeroy	Willdan	Justinl@skaengineers.com	Prime	No	No	Yes
William Wright	Wright Commissioning	will.wright@wrightcx.com	Prime	No	No	Yes
Jacqui Creveling	WSP	jacqui.creveling@wsp.com	Prime	No	No	Yes
David Nichols	WSP USA Buildings Inc.	david.nichols@wsp.com	Prime	No	No	Yes

WELCOME

**Request for Proposals
Building Commissioning Services
Baltimore City College High School
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 AM

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
MAY BE SUBMITTED VIA THE CHAT ROOM. THE PHONE LINES WILL BE
OPENED FOR ADDITIONAL QUESTIONS AT THE END OF THE PRESENTATION.



MARYLAND STADIUM AUTHORITY

**Request for Proposals for
Building Commissioning Services
Baltimore City College High School**

Pre-Proposal Conference

October 15, 2024

PROCUREMENT & PROJECT TEAM



PAIGE STINNETT
PROCUREMENT OFFICER



YAI WAITE
ASSOCIATE VICE
PRESIDENT, PROCUREMENT



TIARA MOORMAN
PROJECT MANAGER



POINT OF CONTACT

Paige Stinnett

Maryland Stadium Authority







351 West Camden Street, Suite 300

Baltimore, Maryland 21201

Telephone: 443-286-1630

Email: pstinnett@mdstad.com

KEY DATES

	<u>ACTIVITY</u>	<u>DATE (Local Time)</u>
	Request for Proposals Issued	October 7, 2024
	Pre-Proposal Web Conference	October 15, 2024 at 10:00 a.m.
	Offeror Questions Due	October 17, 2024 at 1:00 p.m.
	Technical Proposals Due	October 28, 2024 at 1:00 p.m.
	Oral Presentations (if needed)	November 7 and 8, 2024
	Anticipated NTP	December 2024

SCOPE OF SERVICES

The MSA/City Schools are issuing this Request for Proposals to implement and manage building commissioning services for Baltimore City College High School. The objective of commissioning is to ensure that all energy-related and other building systems installed are in accordance with the contract documents, performing per the design intent and provide documented confirmation that the new facility systems fulfill the operational, functional, and performance requirements of MSA/City Schools, its occupants, and the maintainability standards of the Operation and Maintenance (O&M) personnel.

Please refer to **Section 3** of the RFP for the full scope of work.

MINIMUM QUALIFICATIONS

Interested Offerors shall clearly demonstrate in their responses to this RFP that the following minimum qualifications and requirements are met in order to be deemed qualified.

- a.** Offeror shall be a firm licensed to do business in the State of Maryland specializing in providing enhanced commissioning services and experienced in establishing, overseeing, monitoring, tracking, and reporting commissioning requirements. Copy of the license shall be provided;
- b.** Offeror has significant experience participating in all phases of construction including design review, submittal review, construction monitoring, owner training, O&M review, post acceptance, final and post occupancy commissioning;
- c.** Offeror has significant experience in developing and implementing project specific commissioning plans for both building renovation and building replacement projects;

QUALIFICATIONS CONT.

- d. Offeror has LEED certified personnel as required to obtain applicable LEED credits with regard to enhanced commissioning;
- e. Offeror has the ability to manage multiple projects in various stages of design and construction at one time;
- f. Offeror has significant experience in performing building envelope commissioning services;
- g. Offeror has experience in developing building and systems maintenance plans; and,
- h. Offeror has been engaged for a minimum of ten (10) years in providing enhanced commissioning services.

QUALIFICATIONS CONT.

- i. Offeror shall submit proof of its ability to meet the minimum insurance coverage requirements outlined in section 2.1, for a project of this size and complexity. Additional information regarding insurance can be found in Exhibit 1 of the Sample Contract attached as Attachment J.

- j. All of the following information shall be provided for each project listed to demonstrate that the minimum qualifications listed above are met. Note that Offerors may add cross references to projects that address multiple minimum qualification items.
 - Project Title and Location
 - Owner and Owner Reference
 - Gross Square Footage
 - Contract Amount - Initial and Final Value (if available)
 - Project Construction Value
 - Dates of Performance - Start and Completion (Actual or Projected)
 - Description of the Offeror's involvement in the project.

MINORITY BUSINESS ENTERPRISES

Minimum overall MBE subcontract participation goal is 12%; 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.
- ❖ For information on certified MBE firms, the directory is available at <https://marylandmdbe.mdbecert.com/>. On the right side, select the button labelled “Search Directory of Certified Firms”.
- ❖ 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 <https://gomdsmallbiz.maryland.gov/Pages/default.aspx>

MINORITY BUSINESS ENTERPRISES CONT.

- ❖ Math needs to add up.
- ❖ MBE's shall currently be certified. Check the MDOT MBE directory to verify.
- ❖ MBE's only will be accepted to count towards the MBE goal (not SBE, DBE, etc.)
- ❖ Check only one box for the firm's classifications (i.e. African-American, Woman Owned, etc.)
- ❖ Review section 1.20 of the RFP for Minority Business Enterprise.
- ❖ Note: The fully executed subcontractor agreements must be submitted within 10 business days after notice of award recommendation.

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 Proposal:
 - Transmittal letter
 - Title and Table of Contents
 - Executive Summary
 - Work Plan and Offeror Experience/Qualifications
 - Bid/Proposal Affidavit (Attachment A)
 - Conflict of Interest Disclosure (Attachment B)
 - Capacity Summary Worksheet for Key Personnel (Attachment G)
 - Corporate Profile (Attachment L)
 - Proof of Insurance/ability to meet insurance requirements
 - MBE D-1A Form (Attachment D)
 - Corporate Diversity Affidavit (Attachment M)
- ❖ Financial Proposal:
 - Pricing Form (Attachment H)

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 after the Proposal Closing Date and Time. Firms deemed as meeting all requirements will be ranked and, based on the achieved rankings, selected firms will then be "short-listed" to participate in oral presentations **(if needed)**.
- ❖ After oral presentations, firms will be short-listed again. Those firms will be invited to submit Financial 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 and could impact overall quality of submission. DO NOT ALTER State issued forms.
- MBE forms need to include both the NAICS code and a description of the work to be performed by the MBE on the project. Do not list NAICS codes that are not relevant for this project.
- SDAT Compliance – Make sure that your firm is in good standing with the Maryland Department of Assessments and Taxation.
- MSA checks references and will call those listed in Attachment L. Please make sure they are aware of this and that their contact information is current. DO NOT list MSA staff as references.

QUESTIONS

- ❖ **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 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.