



Wes Moore
Governor

Michael J. Frenz
Executive Director

Members

.....
Craig A. Thompson
Chairman

Leonard J. Attman
Joseph C. Bryce
William H. Cole, IV
Lee Coplan
Artis G.
Hampshire-Cowan
John P. Hussman, PhD
Maggie McIntosh
Manervia W. Riddick
Jodi C. Stanalonis
Justin A. Williams

Addendum No. 1

To Offerors:

**Request for Proposals
Code Compliance Services for
Various Built to Learn Act School Projects**

Date Issued:

January 21, 2025

This addendum is hereby made part of the Request for Proposals dated January 8, 2025, 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 revised Pricing Form (Attachment F) can be accessed via the Share File link below:

<https://mdstad.sharefile.com/d-s32dc665be6424a968f8e52163e829f34>

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

WELCOME

Request for Proposals Code Compliance Services for Various Built to Learn Act School Projects 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 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
Code Compliance Services for
Various Built to Learn Act School Projects**

Pre-Proposal Conference

January 14th, 2025

PROCUREMENT & PROJECT TEAM



PAIGE STINNETT
PROCUREMENT OFFICER



YAI WAITE
ASSOCIATE VICE
PRESIDENT, PROCUREMENT



DAWN SANDERS
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	January 8, 2025
	Pre-Proposal Web Conference	January 14, 2025 at 11:00 a.m.
	Offeror Questions Due	January 16, 2025 at 1:00 p.m.
	Technical and Financial Proposals Due	February 4, 2025 at 1:00 p.m.
	Oral Presentations (<u>if required</u>)	February 12 and 13, 2025
	Anticipated NTP	March 2025

SCOPE OF SERVICES

The MSA is issuing this Request for Proposals to select a qualified consultant to provide third party plan review and third party code inspection services. For purposes of this solicitation, third party plan review for the MSA designated school projects is defined as the review of construction documents (plans and specifications) in order to certify the following disciplines are in compliance with local building codes: Structural, Non-Structural, Plumbing, Mechanical/HVAC, Electrical, and Elevator. Third party Inspections for the MSA designated schools are defined as field inspections of new construction, additions, alterations, and repairs which are performed by private third party firms in order to certify to the MSA that such work has been constructed in compliance with local building codes.

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

MINIMUM QUALIFICATIONS

At a minimum the Offeror shall meet the following qualifications and clearly demonstrate it in their responses to this RFP to be considered for award:

1. The Offeror shall be a firm specializing in providing code compliance services and experienced in reviewing, interpreting, inspecting, and approving items related to the code.
2. Has significant experience participating in all phases of a project, including design review, submittal review, construction inspection, and final report signoff.
3. Has significant experience in providing code compliance services for renovations and replacement projects.
4. Has the ability to manage multiple projects in various stages of design and construction at one time.
5. Has a minimum of five (5) years of demonstrable experience in providing code compliance services.

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”).
- ❖ Offerors’ submissions must also include the MBE subconsultant’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. **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/FrontEnd/searchcertifieddirectory.asp>. 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 (<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.
- ❖ 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.
- ❖ Note: The 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. Technical and Financial proposals are due on the Proposal Closing Date and Time via the links 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
 - Third Party Plan Review & Third Party Inspection Organizational Chart (Section 4.2 e & f)
 - Bid/Proposal Affidavit (Attachment A)
 - Conflict of Interest Disclosure (Attachment B)
 - Capacity Summary Worksheet for Key Personnel (Attachment E)
 - Corporate Profile (Attachment K)
 - Proof of Insurance/ability to meet insurance requirements
 - MBE D-1A Form (Attachment D)
 - Prime Consultant's List of all Subcontractors(Attachment J)
 - Corporate Diversity Affidavit (Attachment M)
- ❖ Financial Proposal: (must be password protected)
 - Financial Proposal Form (Attachment F)
 - **Short-listed Offeror's will be required to provide the password to the Procurement Officer within 1 business day of the request.**

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 required)**.
- ❖ After oral presentations, firms will be short-listed again. Those firms will be invited to provide the password to their Financial Proposal.
- ❖ 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 indicate your availability for oral presentations in your proposal.
- 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. DO NOT ALTER State issued forms.
- SDAT Compliance – Make sure that your firm is in good standing with the Maryland Department of Assessments and Taxation.
- Review the RFP (including attachments) in its entirety.
- MSA checks references and will call those listed in Attachment K. 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.

Built to Learn
Virtual Pre-proposal Conference - Request for Proposals
Code Compliance Services
BTL School Projects
January 14, 2024
11:00 am

Name	Company	Email	Prime or Subcontractor	MDOT MBE Certified	SBR Certified	Attended
Kim Chan	AB Consultants, Inc.	Kim.Chan@abconsultantsinc.com	Subcontractor	Yes	Yes	Yes
Andinet Tolla	AB Consultants, Inc.	Andinet.Tolla@abconsultantsinc.com	Subcontractor	Yes	Yes	Yes
Franco Tartaglia	Allen + Shariff Corporation	ftartaglia@allenshariff.com	Subcontractor	Yes	No	Yes
Anthony Osuma	Amodu Engineering Solutions, LLC	aosuma@amodu-engineering.com	Subcontractor	Yes	Yes	Yes
AHMED MOHAMED	As-Sabur Engineering	as.sabur.eng@comcast.net	Subcontractor	Yes	Yes	Yes
John Chapman	Centurian Construction	john@centurianmanagment.com	Subcontractor	Yes	Yes	No
Harry Sigley	CMTS LLC	hsigley@cmtsllc.com	Subcontractor	Yes	Yes	Yes
Daniela Sines	EBL Engineers, LLC	dsines@eblengineers.com	Prime	No	Yes	Yes
Jeffery McBride	EBL Engineers, LLC	jnbride@eblengineers.com	Prime	No	Yes	No
Rick Hinson	ECS limited.com	whinson@ecslimited.com	Prime	No	No	Yes
Matthew Dumrauf	ECS Mid-Atlantic	mdumrauf@ecslimited.com	Prime	No	No	Yes
Nichole McGuire	ECS Mid-Atlantic, LLC	nmcguire@ecslimited.com	Prime	No	No	No
Kim Conley	ECS Mid-Atlantic, LLC	kconley@ecslimited.com	Prime	No	No	Yes
Demetria Barrett	Everything Business	barrett@everythingbusiness.pro	Subcontractor	No	No	Yes
Ben Roush	FSi Engineers	benr@fsi-engineers.com	Subcontractor	No	No	Yes
Gini Hief	Institute for Building Technology and Safety	vhief@ibts.org	Prime	No	No	Yes
Paul Hancher	Institute for Building Technology and Safety (IBTS)	phancher@ibts.org	Prime	No	No	Yes
Michael Antoniadis	Institute for Building Technology and Safety (IBTS)	pantoniadis@ibts.org	Prime	Yes	Yes	Yes
Lucinda verbeek	Institute for Building Technology and Safety (IBTS)	lverbeek@ibts.org	Prime	No	No	No
Matthew Pak	Kim Engineering	spakmatter@gmail.com	Subcontractor	Yes	No	No
Kenneth McSwain	McSwain Enterprises LLC	Kengrs1619@gmail.com	Subcontractor	No	No	No
Courtney Morgan	Morgan Engineering Group LLC	courtney@morganengineeringgroup.com	Subcontractor	No	Yes	No
Nick Wilson	Morris & Ritchie Associates, Inc.	ncwilson@mragta.com	Subcontractor	No	No	No
Jason Donahoe	Multivista	j.donahoe@multivista.com	Subcontractor	Yes	Yes	No
Michael A Lentz	Setty & Associates	Michael.Lentz@setty.com	Prime	Yes	Yes	Yes
Aiman AS	Sheladia Associates Inc	aafzal@sheladia.com	Prime	Yes	Yes	Yes
Charles Bergen	Sheladia Associates Inc	cbergen@sheladia.com	Subcontractor	Yes	No	Yes
Todd Sullivan	WSP	todd.sullivan@wsp.com	Prime	No	No	Yes

**Request for Proposals
Code Compliance Services for Various Built to Learn Act School Projects
Questions & Answers
Addendum No. #1**

Action Item

	Question	Answer
1.	Does MSA have jurisdiction on Maryland School Projects?	Yes, on MSA managed projects.
2.	Will MSA pay for travel time or just time on site doing inspections?	MSA has included an allowance for mileage and tolls for the Kent County Middle School project.
3.	Will the MSA pay for time to study drawings prior to site visits?	Plan review fees are identified in the pricing form with subsequent breakdowns to be identified by the Offeror.
4.	Is there a minimum number of hours per site visit that's assumed? Such as 4 hours or are there no minimums?	No. Be advised that inspections will be scheduled to maximize time on site.
5.	For the renovated schools, please identify the scope of each renovation and/or anticipated renovation cost. This information will be useful to more accurately estimate level of effort and cost to deliver services.	School renovations will be complete interior/exterior and systems renovations. Please refer to the RFP for square footage and review of the feasibility study for basis of pricing.
6.	Section 3.2 (A)(1) a. Maryland Building Performance Standards/January 2012 b. International Building Code/2012 h. International Energy Conservation Code/2012	Per section 3.2.A.1, "Third party plan reviews consist of code compliance with the latest edition of local codes and confirmed by the selected Offeror."

	Please confirm that 2012 is the version of these codes and standards to be used.	
7.	Will the code compliance services provider be required to perform boiler inspections or will MSA separately arrange for boiler inspections if/as needed?	All systems designed and installed should be inspected per code.