



**Maryland Stadium Authority  
Request for Qualifications  
Program Management Services**

**The Built to Learn Act of 2020  
Schools Construction Program**

March 11, 2025

**Notice**

A Prospective Offeror that has received this document from a source other than eMarylandMarketplace Advantage (eMMA) <https://procurement.maryland.gov> should register on eMMA.

**MINORITY BUSINESS ENTERPRISES ARE ENCOURAGED TO RESPOND  
TO THIS RFQ.**

## **A. Purpose**

The Maryland Stadium Authority (“MSA”) is inviting qualified Offerors to submit a Statement of Qualifications in response to this Request for Qualifications (“RFQ”) to participate in the procurement of Program Management Services. This RFQ is the first step in procuring the aforementioned services for MSA. Through this RFQ, MSA intends to establish a list of pre-qualified Offerors that will be invited to submit proposals in response to any subsequently issued Request for Proposals (“RFP”) to procure the aforementioned services to assist in the administration of the Built to Learn Act of 2020 Schools Construction Program (the “Act” or the “Program”). Only Offerors that are pre-qualified as a result of this RFQ will be issued the project specific RFP.

MSA reserves the right to accept or reject any Statement of Qualifications in its sole and absolute discretion, to waive any technical errors or irregularities, request clarifications, amend the pre-qualification requirements, or abandon the pre-qualification process, if it is in the interest of MSA.

## **B. Background Information**

This project is pursuant to the Built to Learn Act of 2020 (“the Act”), which became effective on March 14, 2021 as a result of the Legislature’s veto override of HB1300-2020. The Act authorizes the MSA to finance up to \$2.2 billion (representing the State of Maryland’s share of funding) for the renovation and/or replacement of schools, and to manage school construction projects in local jurisdictions and educational authorities (“LEAs”) throughout the State of Maryland.

The Program will be undertaken through a combination of MSA staff and a Program Manager (PM), as needed, who shall provide program and project administration support services. The selected Offeror will work closely with the MSA, the LEA, and other firms contracted by MSA in a cooperative and coordinated fashion to successfully implement and administer the planned new construction and renovation projects being undertaken in the initial phase of the Program. A Minority Business Enterprise (MBE) goal will be established for this procurement.

## **C. Qualifications**

Interested Offerors shall meet the Qualifications and requirements in the order shown below and include specific documentation and narrative to clearly *demonstrate* how the Offeror meets or exceeds the stated Qualifications and requirements. Please note that Offerors may add cross-references to projects that address multiple Minimum Qualification items.

1. Offeror has prior experience successfully managing large school construction programs. Specifically, Offeror shall have experience managing a minimum of two (2) major programs of at least \$500 million or more within the last 10 years.

2. Offeror has a minimum of ten (10) years of experience providing estimating services during schematic, design development, and construction development design phases of a project.
3. Offeror has a minimum of ten (10) years of experience providing scheduling and project coordination services.
4. Offeror has a minimum of ten (10) years of experience providing enhanced commissioning services.
5. Offeror has a minimum of ten (10) years of experience providing assistance with professional and technical services for procurements.
6. Offeror has a minimum of ten (10) years of experience providing project and contract management staff support.

#### **D. Submission Requirements**

A Statement of Qualifications (“SOQ”) submitted in response to this RFQ shall include the following:

1. Letter of Transmittal, including the following:
  - a. RFQ title;
  - b. Offeror’s full legal name and Federal Tax Identification Number;
  - c. Joint Venture information – include the legal name of the joint venture and legal names of the firms that comprise the joint venture. NOTE: If a joint venture is pre-qualified in response to this RFQ, proposals in response to the RFP will only be accepted from the pre-qualified joint venture comprised of the identified joint venturers. The prequalification of a joint venture in response to this RFQ shall not be construed as a separate pre-qualification of any of the joint venturers, nor of any other joint venture comprised of any of the joint venturers.
  - d. Offeror’s point of contact information (preferably 2 individuals) including:
    - 1) Name(s);
    - 2) Title(s);
    - 3) Email address(es); and
    - 4) Phone number(s).
2. Proof of Qualifications presented in the manner indicated in section C of this RFQ.

### **E. Submission of Questions**

All questions regarding this RFQ must be uploaded via the following ShareFile link, no later than **March 20, 2025, at 1:00 p.m. Eastern Time**:

<https://mdstad.sharefile.com/r-rca8d14f315834e31ad19c0905a17ece0>

### **F. Submission of Statements of Qualifications**

Statements of Qualifications labelled “BTL-PM-SOQ-OfferoShortName” shall be uploaded to the following ShareFile link, no later than **April 4, 2025, at 1:00 p.m., Eastern Time**. Statements of Qualifications submitted in any other manner will not be accepted. Statements of Qualifications submitted after the indicated date and time will be rejected.

<https://mdstad.sharefile.com/r-r1137191124b44fe897c51e4ad8210441>

### **G. Evaluation**

A uniform evaluation procedure will be applied to evaluate all timely submissions. Offerors deemed qualified will be issued a Request for Proposals (RFP). The names and point of contact information of all pre-qualified Offerors will be posted to the MSA website and eMaryland Marketplace Advantage (eMMA).

### **H. Procurement Officer**

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