

AMENDMENT OF SOLICITATION

1. AMENDMENT NUMBER A004	2. DATE ISSUED January 23, 2024	3. NUMBER OF PAGES Twenty six (26) pages
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4. ISSUED BY UNIVERSITY OF MARYLAND DEPARTMENT OF PROCUREMENT & STRATEGIC SOURCING 2113-R CHESAPEAKE BUILDING 4300 TERRAPIN TRAIL COLLEGE PARK, MARYLAND 20742-1111 POINT OF CONTACT: JESSIE J. WOODS TELEPHONE NUMBERS: 301-314-5924(O) 240-765-5790(C) ELECTRONIC MAIL ADDRESS: JWOODS80@UMD.EDU	5. ADMINISTERED BY (If other than Item 4)
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6. NAME, ADDRESS AND FEI NUMBER OF CONTRACTOR TO ALL PROSPECTIVE PROPOSERS	7A. AMENDMENT OF SOLICITATION NUMBER RFP No. 146173-Bernie Fowler Lab Roof & HVAC Replacement, University of Maryland Center for Environmental Sciences, Solomons, MD
	7B. DATED January 23, 2024

8. AMENDMENT OF SOLICITATION

The solicitation identified in 7A above is amended as set forth in Item 9.
The due date and time specified for receipt of offers/bids is extended, is not extended.
Contractor must acknowledge receipt of this amendment.

RECEIPT OF THIS AMENDMENT MUST BE ACKNOWLEDGED ON BID FORM ATTACHMENT K

FAILURE OF CONTRACTOR'S ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR RECEIPT OF OFFERS/BIDS PRIOR TO THE DUE DATE AND TIME SPECIFIED MAY RENDER CONTRACTOR'S OFFER UNACCEPTABLE/NON-RESPONSIVE AND SUBJECT TO REJECTION.

9. DESCRIPTION OF AMENDMENT (Use additional pages if required)
To include the following documents which are hereby made a part of RFP 146173: A. Pre-Proposal Conference Meeting Minutes, 1 page B. Pre-Proposal Conference PowerPoint Presentation, 16 pages C. Pre-Proposal Conference Sign-In Sheet, 3 pages D. Attachment K - Acknowledgment of Receipt of Amendments, 4 pages (Must be submitted with Technical Proposal)

Continued on page 2.

Except as provided herein, all terms and conditions of the document referenced in Item 7A, including previous amendments, if any, shall remain in full force and effect.

10A. NAME AND TITLE OF SIGNER (Type or Print)	11A. NAME OF PROCUREMENT OFFICER (Type or Print) Jessie J. Woods
10B. CONTRACTOR SIGNATURE (Signature of Person Authorized to Sign)	10C. DATE SIGNED Dated: 1/23/2024

**Bernie Fowler Lab Roof & HVAC
Replacement**

**University of Maryland Center for
Environmental Sciences**

Solomons, Maryland

Solicitation No. 146173

PRE-PROPOSAL CONFERENCE – MEETING MINUTES

MEETING DATE: January 18, 2024; 11:00 AM EST

LOCATION: Bernie Fowler Building, 142 Williams Street, Solomons, Maryland 20688, Room 1101

ATTENDEES: See attached Sign-in Sheet

PUBLISHED: January 23, 2024

- A. Introductions and Opening Remarks. The meeting started at 11:00 am with a review of the meeting agenda and brief introductions of personnel involved with the project.
- B. Procurement - Jessie J. Woods (UMCP) reviewed the project procedures and deadline for submitting questions. All questions **must** be in writing and submitted to the attention of the Procurement Officer as instructed in the RFP. The Procurement Officer is the only point of contact during the solicitation process.
- C. MBE Participation – MBE goals: Twenty percent (20%) Overall
One percent (1%) VSBE (Veteran-Owned Small Business Enterprise)
MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule (MBE Attachment) **must** be submitted with the Price Proposal.
- D. Project Overview – Catherine Baugh (UMCP) and Katherine Rodriguez (UMCP) provided a brief description and overview of the project.

Note: The items mentioned above, which are not all inclusive of the RFP, provide a brief summary of the project and proposal submittal procedures. Prospective proposers should review the RFP in its entirety and submit questions, in writing, in areas where clarification is needed.

SEE ATTACHED POWER POINT PRESENTATIONS FOR MORE DETAILED INFORMATION PERTAINING TO THE ABOVE ITEMS.

University of Maryland Center for Environmental Science (UMCES)

RFP No. 146173

Pre-Proposal Conference

Date Held: January 18, 2024 11:00AM EST

Location: Bernie Fowler Building
142 Williams Street
Room 1101
Solomons, Maryland 20688



WELCOME

- RFP 146173: Preproposal Conference
Bernie Fowler Lab Roof & HVAC Replacement
- General Contract-Firm Fixed Price

Agenda

1. Introduction
2. Procurement Timeline
3. Project Information
4. MBE Participation
5. Proposals & Evaluation Factors
6. Question Submission Information
7. Campus Map & Campus Reminders
8. Site Visit



Introduction

PROCUREMENT

Rex Fitch
Director

Jessie Woods
Procurement Officer
Main POC for Solicitation

PLANNING & CONSTRUCTION

Katherine Rodriguez
Senior Project Manager
Main POC for Construction

Daniel Pierce
Associate Director

Catherine Baugh
Assistant Director

DESIGN TEAM

Christa Kerrigan
Principal
Michael Graves

Michael Schillenberg
RMF Engineering



Procurement Timeline

- Preproposal Conference
 - January 18, 2024 at 11:00 AM
- Site Walk
 - January 18, 2024, immediately following preproposal conference
- Deadline for Questions
 - January 24, 2024 by 1:00 PM EST (See A003 issued on 1/17/24.)
- Technical Proposals Due (via Box Account link listed in RFP)
 - February 5, 2024 at 3:00 PM EST
- Price Proposals (Projected) Due Date
 - April 15, 2024 (only firms technically acceptable and susceptible for award will be invited to provide price proposals (Section IID))
- Notice to Proceed (Projected)
 - June 2024



Project Information

- The objective is to complete the construction of the replacement roof and rooftop mechanical units for the University of Maryland Center for Environmental Science (UMCES) Bernie Fowler Laboratory. The Bernie Fowler Lab building, located on the UMCES campus in Solomon's, Maryland is a two-story research facility. The building is reported to be experiencing chronic moisture infiltration associated with the existing roof system, therefore a roof replacement is necessary. The existing rooftop units will be replaced and/or modified to meet new mechanical requirements for the building. The project will replace four (4) existing RTU's, three of which are located at the roof above the second floor and the both located above the single story bump out in the rear of the building. The existing roof consists of a built-up, gravel surfaced membrane, installed over tapered insulation and steel deck.



Project Information

- Delivery Method: General Contracting
- Construction Duration: 540 calendar days (NTP to Substantial Completion)

MBE Participation

- Overall MBE Participation 20%
 - Subgoals:
 - 1% VSBE (Veteran-Owned Small Business Enterprise)

The Contractor is encouraged to use a diverse group of subcontractors and suppliers from any/all of the various MBE classifications to meet the above referenced minority business enterprise participation goal.

A completed Certified MBE Utilization and Fair Solicitation Affidavit (MBE Attachment D-1 A) **MUST** be submitted with Technical Proposals.



Proposals & Evaluation- Technical Proposal

- Proposals to be submitted via Box.com link provided in RFP
- Responses should include:
 - Cover letter: Correspondence will be forwarded to cover letter signee (please include signee's email address in cover letter)
 - Detailed responses to Technical Criteria in Section 00300.F of the RFP
 - All applicable forms in the Loose Forms package
 - Copy of Contractor License per Section 00100.L.1
 - MBE Form DIA
 - Attachment K–Acknowledgement of Receipt of Amendment



LATE PROPOSALS CANNOT BE ACCEPTED

Proposals & Evaluation– Technical Evaluation Criteria

- Experience on similar or relevant projects
- Proposer's personnel
- References
- Project approach / major milestone schedule
- Proposer's company profile
- Economic benefit to Maryland

Note: Submit all documents required per Section 00B00



Proposals & Evaluation- Price

- Only firms that are considered technically acceptable for award following the evaluation of Technical Proposals will be invited to submit price proposals.
- All necessary documentation for Price Proposal submittal will be issued in the form of an amendment to those firms only.
- Award will be made by the Procurement Officer to the lowest priced, technically acceptable proposer.



Question Submission

The Procurement Officer shall be the sole point of contact.

Submit questions in writing to:

Jessie Woods, Procurement Officer, Construction & Facilities
Procurement, email: jwoods80@umd.edu

DEADLINE FOR QUESTIONS IS

January 24, 2024 at 1:00 PM EST

Include RFP number and project name in the correspondence.



Campus Map



UMCES Campus Reminders

Site Walk to Follow This Presentation

Thank you for attending!

**The University needs your help in accomplishing
our program**

PRE-PROPOSAL MEETING SIGN-IN SHEET

PROJECT TITLE: Bernie Fowler Lab Roof & HVAC Replacement, University of Maryland Center for Environmental Sciences, Solomons, Maryland

RFP NO.: 146173

PROJECT NO.: FM23-11897

PRE-PROPOSAL CONF. DATE: January 18, 2024

TIME: 11:00 AM (EDT)

NAME	COMPANY NAME	MDOT Certified MBE Yes or No	TELEPHONE - FAX - Email
Jessie Woods	UMD - C. PARK - PROCUREMENT -		T: 340 765 5790 F: _____ Email: JWOODS80@UMD.EDU
Josh Gomes	SE DAVIS CONSTRUCTION	Y	T: 240 460 4999 F: 301 870 2400 Email: Josh.G@sedavisconstruction.com
Steve Norris	SE DAVIS Construction	Y	T: 301 643 0779 F: _____ Email: Steve@SEDAVISconstruction.com
Kathy Rodriguez	UMD P&C		T: (301) 458-1046 F: _____ Email: K10pez14@umd.edu
DAN PIERCE	UMCP FM P&C		T: 240 882-2686 F: _____ Email: dpierce@umd.edu
Brian Duke	CBL		T: 301-678-8599 F: _____ Email: duke@umces.edu
Stacy Hutchinson	CBL		T: 410 326 7364 F: _____ Email: Shutchinson@umces.edu
Chris Turner	CBL		T: _____ F: _____ Email: Cturner@umces.edu
Chris Daniell	Tecta America		T: _____ F: _____ Email: cdaniell@rectaamerica.com
Vincent Costello	Service Mechanical		T: 703 357 5879 F: _____ Email: VCostelloSMT@gmail.com

NAME	COMPANY NAME	MDOT Certified MBE Yes or No	TELEPHONE - FAX - Email
Ioannis Kiotseoglou	Dynamic General Contracting		T: 410-697-9160 F: _____ Email: info.DynamicGeneral@gc
			T: _____ F: _____ Email: _____
			T: _____ F: _____ Email: _____
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NAME	COMPANY NAME	MDOT Certified MBE Yes or No	TELEPHONE - FAX - Email
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**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT K - ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT

SUBMIT WITH TECHNICAL PROPOSAL

RFP NO.: 146173

PROJECT: Bernie Fowler Lab Roof & HVAC Replacement, UMCES, Solomons, MD

NAME OF FIRM: _____

The undersigned, hereby acknowledges the receipt of the following amendment:

Amendment No. A004 dated January 23, 2024

Amendment No. _____ dated _____

Amendment No. _____ dated _____

Amendment No. _____ dated _____

As stated in the solicitation documents, this form is included in your Price Proposal.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Note: This form only needs to be completed/signed and included in the Price Proposal by the firm if any amendments have been issued prior to the due date.

NOTE:

The following Attachment K's, acknowledging previous amendments, are hereby made part of this current Amendment No. 4. Per each attachment, submit each, filled out accordingly, with technical proposals.

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT K - ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT

SUBMIT WITH TECHNICAL PROPOSAL

RFP NO.: 146173

PROJECT: Bernie Fowler Lab Roof & HVAC Replacement, UMCES, Solomons, MD

NAME OF FIRM: _____

The undersigned, hereby acknowledges the receipt of the following amendment:

Amendment No. A003 dated January 17, 2024

Amendment No. _____ dated _____

Amendment No. _____ dated _____

Amendment No. _____ dated _____

As stated in the solicitation documents, this form is included in your Price Proposal.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Note: This form only needs to be completed/signed and included in the Price Proposal by the firm if any amendments have been issued prior to the due date.

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT K - ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT

SUBMIT WITH TECHNICAL PROPOSAL

RFP NO.: 146173

PROJECT: Bernie Fowler Lab Roof & HVAC Replacement, UMCES, Solomons, MD

NAME OF FIRM: _____

The undersigned, hereby acknowledges the receipt of the following amendment:

Amendment No. A002 dated January 16, 2024

Amendment No. _____ dated _____

Amendment No. _____ dated _____

Amendment No. _____ dated _____

As stated in the solicitation documents, this form is included in your Price Proposal.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Note: This form only needs to be completed/signed and included in the Price Proposal by the firm if any amendments have been issued prior to the due date.

**UNIVERSITY OF MARYLAND, COLLEGE PARK
DEPARTMENT OF PROCUREMENT AND STRATEGIC SOURCING
COLLEGE PARK, MARYLAND 20742**

ATTACHMENT K - ACKNOWLEDGEMENT OF RECEIPT OF AMENDMENT

SUBMIT WITH TECHNICAL PROPOSAL

RFP NO.: 146173

PROJECT: Bernie Fowler Lab Roof & HVAC Replacement, UMCES, Solomons, MD

NAME OF FIRM: _____

The undersigned, hereby acknowledges the receipt of the following amendment:

Amendment No. A001 dated January 16, 2024

Amendment No. _____ dated _____

Amendment No. _____ dated _____

Amendment No. _____ dated _____

As stated in the solicitation documents, this form is included in your Price Proposal.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

Note: This form only needs to be completed/signed and included in the Price Proposal by the firm if any amendments have been issued prior to the due date.