



MONTGOMERY COLLEGE OFFICE OF PROCUREMENT  
RFP NO.: 626-001  
ARCHITECTUAL AND ENGINEERING SERVICES FOR STUDENT SERVICES CENTER (SD)  
GERMANTOWN CAMPUS  
RFP CLOSING DATE/TIME: AUGUST 18, 2025 @ 2:00 PM  
ADDENDUM #2 ISSUED:  
AUGUST 11, 2025

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**ADDENDUM FOR THE PURPOSE OF:**

- Provide answers to the Request for Clarifications questions as attached.

**NOTE:** Similar requests for information that have been received from different prospective Offerors have been grouped under a single addendum item where appropriate, with a single comprehensive answer provided.

All other specifications, terms and conditions remain unchanged.

**Sections or Portions Reissued in Entirety**

NONE

**Drawings**

NONE

**Sketches**

NONE

**Items Issued for Informational Purposes**

NONE

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**Patrick Johnson, MBA, CPPB**  
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the **Technical Proposal submission**. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

**NOTE: ACKNOWLEDGEMENT OF RECEIPT OF RFP ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE OR E-MAIL.**

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Company Name

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Authorized Signature

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Date

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Printed/Typed Signature

Item No	Questions	Answers
2-1	In lieu of including a redundant organizational chart on each key personnel form, would it be allowable to show it once at the start of the section?	The Organizational Chart should be a single Organizational Chart for the project providing the names and roles of the Key Project Personnel. An individual Organizational Chart does not need to be provided for each Key Supervisory Personnel Form as long as they appear on the overall Project Organizational Chart.
2-2	Please clarify what appears to be conflicting language between paragraphs 1.5 and 1.9. Paragraph 1.5 indicates that offeror's terms and conditions will not be considered unless submitted as part of the technical proposal, but paragraph 1.9 indicates that any requests for contract modifications are grounds for rejection. Are offerors permitted to submit requests for contract language modifications?	An exception to the RFP documents submitted by the Offeror is considered by the College to be a request for information for College's consideration. The College makes no implicit or explicit statement as to any willingness to deviate from the RFP documents. Please also refer to 3.2.17 on Page 34 and 4.2.2 on Page 39.
2-3	When is the 2023-33 FMP due to be published and how will it impact this project?	The 2023-2033 Montgomery College Facilities Master Plan (FMP) was completed January 31, 2024. It is available on the College website at <a href="https://www.montgomerycollege.edu/offices/facilities/capital-planning-design-and-engineering/index.html">https://www.montgomerycollege.edu/offices/facilities/capital-planning-design-and-engineering/index.html</a> . The new Student Services Center – Germantown Campus is included in the 2023-2033 FMP.
2-4	Is there a chance to extend the proposal deadline?	Per the RFP, Technical Proposal are due August 18, 2025 at 2:00 PM. The due date will not be extended.
2-5	A/E consultants. We don't see specific fee sheets for the following potential consultants. Please clarify requirements/recommendations: 1. Does the A/E team need a Traffic Engineer on our team? 2. Does the A/E team need an Acoustical Engineer on our team? 3. Does MC recommend that the A/E team include an Elevator Consultant?	It is at the discretion of the Offeror (A/E) to determine the necessary team members (consultants) to successfully design and deliver the project based on their experience with similar projects.

2-6	<p>Section 2.8g, page 26 indicates “The A/E shall address clashes and at 95% CD’s the clash detection report should indicate zero clashes.” Please clarify the meaning of “clashes.” We understand that the clash search parameters for most clash detection software can be changed to show zero clashes. Presumably you are intending that there are no clashes of substance, for example between structure, architecture, systems, etc. Is a specific Level of Development expected for the modeled elements? Please also clarify the clash detection process. Is this something the A/E team should be doing? The CM will be doing? Both? Is a specific clash detection software required?</p>	<p>The A/E in coordination with the Construction Manager and College is expected to develop a BIM Execution plan during the Program Verification phase for the College’s review and approval. The A/E Team utilize Revit software to prepare the drawings and will develop a Model which will include the following disciplines: architecture, mechanical, electrical, plumbing, fire protection, telecommunications, and structural engineering. The content of the Model at the completion of the Construction Documents Phase will meet the requirements of Level of Development (LOD) 300 or higher, as stated in the BIM Execution Plan. The Construction Manager shall start performing spatial coordination including collision/clash detection exercises as early as possible and will provide a collision detection on the 95% CD documents within the timeframe allowed for document review so that the A/E can incorporate any resultant coordination corrections into the 100% CDs. The Construction Manager will perform a final clash detection at 100% CD’s to confirm the A/E has resolved conflicts. Please see the attached MC BIM Standards and a sample BIM Standards _Equipment Organizational Matrix. The College will provide the awarded Team with REVIT Project Templates for Architectural and MEP.</p>
2-7	<p>Section 3.2.15 on page 34 indicates that State of Maryland DGS and MDOT MBE certifications are accepted by the College. Are there any other certifications that the College will accept for this proposal?</p>	<p>The College accepts State of Maryland DGS and MDOT MBE certifications.</p>
2-8	<p>Business License requirements – on page 30, section 3.2.3 Profile of Offeror - “All services furnished under this contract shall be from professional firms that are currently licensed as required by the State of Maryland. Additionally, firms must be bonded and insured as required by the provisions of this RFP. Proper documentation shall be included with the proposal response.” Do you want a current Maryland Business license for prime and all subs or just the prime? For insurance requirements, do you want a current insurance sample certificate for the prime and subs or just the prime firm?</p>	<p>Please include the <u>Prime Firm/Offeror's</u> Architecture and Engineering licenses) required by the State of Maryland and business registration with State of Maryland in good standing in the Technical submission, <u>not the subs.</u> Insurance sample certificate is not required in the Technical submission. It will be required upon the award of contract.</p>

2-9	Key Supervisory Personnel – on page 32, section 3.2.7. Do you have a specific list of positions that you consider Key Supervisory Personnel?	It is at the discretion of the Offeror (A/E) to determine who they feel are Key Supervisory Personnel to successfully design and deliver the project based on their experience with similar projects.
2-10	Can you please confirm the intended hours of operation for the Student Services Building and if it varies by department/group/use?	The College operating hours may vary by department/function. For example, typical hours are 8:30 am – 5 pm M-F, but some departments, like the Library are open until 7 PM and Public Safety is 24/7.
2-11	Regarding Attachment A - MBE Participation Form, is this form to be completed by the Prime Firm as well as every consultant firm on the team, or only those firms that hold MBE Certification?	Attachment A: MBE Participation Form is to be completed by the Offeror/Prime Firm. Please include the minority participation percentage goal of the A/E team and all tiers of Consultants.
2-12	Please clarify, are References required in the proposal? If so, how many and where in the proposal should they be provided? Section 3.2.5 A/E FIRM RELEVANT EXPERIENCE asks for Owner and General Contractor/CM contacts — are these the References referred to in Section 1.12 PROPOSAL EVALUATION item 1.12.2, and Section 1.13 PROPOSAL REJECTION, Item 1.13.3?	Please refer to Section 3.2.5 on Page 32. Offeror is required to provide five (5) project references completed within the past ten years. Reference point of contact shall be the project owners and/or CMAR the Offeror worked with. See answers provided under Item 1-3 in Addendum I in case of a joint venture.
2-13	<p>Will candidate firms have the opportunity to pose further questions about the RFP if they are shortlisted?</p> <p>If the answer to the above is “no”: Paragraph 2.5 of the RFP indicates that the building is to achieve a minimum LEED Silver certification. It then goes on to state “. . . the College may choose to submit for Gold or Platinum Certification rather than a Silver Certification.” With the understanding that a fee proposal will only be solicited from short-listed firms, can you confirm that such fee proposals should assume the goal of LEED Silver certification, or, alternatively, if fee proposals should assume potentially LEED Gold or even Platinum certification?</p>	<p>The deadline for all Request for Information from Offerors is August 6, 2025 at 5:00P M.</p> <p>The fee proposal requested from the short-listed firms should include all design services to comply with LEED Silver certification minimum as per Section 2.5 Resource Conservation and LEED Requirements of the RFP. Also indicated in Section 2.5 Resource Conservation and LEED Requirements of the RFP, “Based on the results of the LEED credits analysis, design strategies, systems requirements and cost-benefits analysis, the College may choose to submit for Gold or Platinum Certification rather than a Silver Certification.” If the Offeror feels additional fee is required to achieve Gold or Platinum, they can add a separate line item in their proposal indicating the additional fee.</p>

2-14	For the Phase 1 Site Work construction, the RFP lists a 1-year duration. However, the RFP does not mention or indicate any GMP or bidding phase for this Phase 1 work. Can you please clarify if the GMP and Bidding are included in this 12-month Phase 1 construction duration? If not, is it intended to occur in a parallel process with the Phase 1 design and permitting processes.	Please refer to answer in Addendum 1 Item 8.
2-15	Has the College coordinated the new intersection connection to Goldenrod Lane with MC DOT and/or the MNCPPC to determine if this connection location is acceptable from an intersection spacing and traffic impact and sight distance standpoint. If the answer to the above is “no”: Paragraph 2.5 of the RFP indicates that the building is to achieve a minimum LEED Silver certification. It then goes on to state “. . . the College may choose to submit for Gold or Platinum Certification rather than a Silver Certification.” With the understanding that a fee proposal will only be solicited from short-listed firms, can you confirm that such fee proposals should assume the goal of LEED Silver certification, or, alternatively, if fee proposals should assume potentially LEED Gold or even Platinum certification?	There were previous conversations with MNCPPC and MDOT about the roadway and traffic circle around the time the last two Facilities Master Plans were developed. As part of this project, we will have to re-engage both depts for discussions.
2-16	The RFP notes that a hard copy of the proposal is required for submission. Will more than one copy be required?	Please refer to Section 3.1.2 on Page 28. Interested Offerors are required to submit one (1) signed original hard copy of technical proposals (Part A), plus one electronic version of complete technical proposal saved as one PDF file on clearly marked USB flash drive. Shortlisted Offerors are required to submit the one (1) original hard copy and one (1) photocopy of price proposals (Part C).
2-17	The RFP mentions the required project examples can only include one Montgomery College specific project. Will the College allow multiple Montgomery College projects in the resumes?	Resumes may list more than one Montgomery College project.

2-18	For the Phase 1, on the anticipated schedule, it lists Phase 1 (Site). What does the College envision for the scope included in the Phase 1 site work. Is Phase 1 intended as a site clearing, utility relocation and site rough grading package? Or is there specific site construction work that is explicitly desired during this construction phase?	The College anticipates a Phase 1 (site) construction related to the road and other major site improvements not specific to the building occurring while the building design phase is in progress.
2-19	For the new traffic circle, the RFP and the Facilities Master Plan show a western road connection from the new traffic circle to Observation Drive. Please clarify if this project is to include the western road connection to Observation Drive or should the new traffic circle only connect to the existing parking lot?	The proposed roadway work will connect the existing campus loop road (north of Parking Lot 5) to the traffic circle (Observation Drive) through Parking Lot 1 and connecting to Goldenrod Lane.
2-20	This project construction budget is identified as \$110M - the building at \$650/sf, and \$99,840,000 and site / CUP at \$10,160,000. The project schedule assumes documentation from February 2026 thru February 2028, Site construction from May 2027 thru May 2028 and Building construction from May 2028 thru May 2030. This puts the mid-point of site construction in October 2027 and the mid-point of building construction in May 2029. Is the \$110M 2025 dollars escalated to the mid-point of construction or does 4 years of inflation erode the project budget?	RFP Section 1.1 – Intent identifies “The total construction budget is \$110,000,000.” Escalation has already been taken into consideration and the project budget is based on the dates of construction.
2-21	Can you please confirm the following information below: Can you verify if there's a security component to the project? If so, is it hard specified for a certain manufacturer or open to all manufacturers? Is there a site walk and is it mandatory?	The security components will be determined during the design phase of the project. Please refer to Section 1.3 PRE-PROPOSAL CONFERENCE AND SITE INSPECTION in the RFP documents. This section also explains how to request a site visit and if a site visit is mandatory.
2-22	It states that the proposal should be signed. Would the signatures on the Transmittal letter and Bid/Proposal Affidavit serve this purpose? Or is a separate page with a statement of submission and signature what is required?	Signatures are required on the college form templates in the RFP which have the signature line or explicitly state "signature". In addition, Offerors shall have the transmittal/cover letter signed by authorized personnel.

2-23	Just to confirm, site survey drawings and Geotech investigations are not part of the scope.	Site survey is required as part of the project. Geotechnical Services shall be provided as part of the AE Team. The fee spreadsheet provides a section for Geotechnical.
2-24	Please verify that the College will provide the design team with current topo and boundary surveys, along with utility designations. Please note the date of existing surveys to be supplied.	The project should include new topo and boundary surveys. The College will provide the awarded team with: (1) The Facilities Master Plan 2023 - 2033, dated January 31, 2024 (2) Montgomery College's Germantown Campus, Utilities Master Plan Update, Final Report, June 2022 (3) Montgomery College's College Design Standards (4) Montgomery College's Information Technology standards (5) Montgomery College's Utility Infrastructure and Site Drawings (6) Montgomery College's current General Conditions of the Contract (7) Montgomery College's Signage Standard (8) Montgomery College's BIM Standard
2-25	Is there a list of specific roles that should be included under the Key Personnel section?	It is at the discretion of the Offeror (A/E) to determine who they feel are Key Supervisory Personnel to successfully design and deliver the project based on their experience with similar projects.
2-26	Will you share the interim plan for site, bus, and surface lot parking before the planned garage (building 5) is constructed?	The surface lot parking will remain as functional parking. The County owned and operated transit bus stop will need to be considered as part of the roadway improvements/reconfiguration. Figure 3.27 – Germantown Campus, Phase 1 in the 2023-2033 Facilities Master Plan provides a concept.
2-27	3.2.7 – Indicates that the offeror shall provide a Key Supervisory Personnel form for each individual as well as locating them on a corporate organizational chart. Can the college confirm that we are to include this information for ONLY staff that are in supervisory positions? Also, this form doesn't seem to be included in the original RFP. Can the College provide this form?	The Organizational Chart should be a single Organizational Chart for the project providing the names and roles of the Key Project Personnel. An individual Organizational Chart does not need to be provided for each Key Supervisory Personnel Form as long as they appear on the overall Project Organizational Chart.

2-28	<p>Section 2.1 – Background, paragraph 3 states that the institution is chartered by the state of Maryland; will any state review or permitting be required?</p>	<p>State review submissions are required. Please refer to RFP Section 2.6 Scope of Services on Page 15 – “All programming, design, construction administration and post-occupancy services for this project shall meet or exceed the scope requirements that are indicated in the A/E services contract and in the Maryland Higher Education Commission (MHEC) Maryland Community College Facilities Manual and the Maryland Department of General Services’ Procedure Manual for Professional Services for State of Maryland funded projects.</p> <p>The A/E’s services shall be provided in the following phases, in accordance with the current version of the State of Maryland Department of General Services’ Procedure Manual for Professional Service:</p> <ul style="list-style-type: none"> <li>• Site Analysis and Program Verification</li> <li>• Schematic Design</li> <li>• Design Development</li> <li>• Interior Design Contract Documents (concurrent with Construction Documents)</li> <li>• Construction Documents</li> <li>• Construction Phasing Coordination</li> <li>• Bidding of Construction Contract</li> <li>• Construction Administration</li> <li>• Completion and Acceptance of Project (Building Commissioning)</li> <li>• Post Construction Services</li> </ul>
2-29	<p>Additionally, in section 3.2.7, it states that on the page opposite to or behind the Key Personnel form for each individual, the Offeror should show the corporate organizational chart and highlight where the person is positioned. Could you please clarify this requirement? Does it mean, for example, that if we have 10 individuals, we must include the organizational chart 10 times?</p>	<p>The Organizational Chart should be a single Organizational Chart for the project providing the names and roles of the Key Project Personnel. An individual Organizational Chart does not need to be provided for each Key Supervisory Personnel Form as long as they appear on the overall Project Organizational Chart.</p>

2-30	The typical General Conditions are for Construction Contractors, not for the Architectural/ Engineering team. Please clarify if all general conditions listed in this section are to be met? Or if they can fall under general exclusions by the submitting firm?	While General Conditions are typically geared toward construction, similar to the AIA A201, they relate to the Architect and Owner as well. For this reason, they were included in the Architectural and Engineering Services RFP to aid in defining roles, responsibilities, and relationships.
2-31	Is the submitting firm able to list specific consultants as a part of our team, however encourage that the contract be held by the client in the price proposal phase?	The College will contract with the Prime A/E firm, and not with individual consultants.
2-32	Please confirm that the Key supervisory Personnel form can be formatted as the offeror sees fit; or confirm if there is a specific form the College would like us to utilize. If there is a specific form, please include in your response.	Correct. See Section 3.1.4 on Page 29.
2-33	An excel document for the fee breakdown was provided in the addendum #1, issued on 8/5. Confirming this will be used for the Price Proposal submission, and is not required for the technical submission.	Correct.
2-34	Will we be providing record drawings after substantial completion? Is this expected to be included in the BIM package provided to the university in conjunction with the CM for record drawings?	Yes, record drawings will be required as part of the project close-out. Please refer to RFP Section 2.6 Scope of Services, sub-0section g Post-Construction Services Phase.
2-35	The proposal requires long hand signature by the Principal in charge. Please confirm if this this can be a digital signature, or is required to be a "wet signature"?	Digital signature is acceptable.
2-36	Will a price proposal be requested of all (5) submitting firms who were selected for an interview?	All shortlisted firms invited for an interview will be requested to submit a price proposal.
2-37	The RFP indicated that the BIM model is to include fire protection. Please kindly confirm if sprinkler piping design is required as part of the construction documents or if sprinkler branch piping design and layouts can be delegated to the sprinkler contractor and CM.	The pump, room, pipes, and associated head end equipment shall be part of the A/E construction documents, while branch piping can be delegated to the sprinkler contractor.

2-38	Please confirm if the college will provide a specific food vendor for coordination with the A/E. Please confirm if the A/E scope of services are to include all food service drawings and if a kitchen consultant is required for the project team.	The College has a specific food service vendor that oversee dining. The design shall include drawings for the food service/dining facility identified in the Facilities Program. The A/E team may include a Kitchen Consultant to provide these services if they determine necessary.
2-39	We understand that the RFP indicated a new condensing heating water boiler plant and water-cooled chiller plant, but that the project verification and SD phase requires a review of central plant options and life cycle cost analysis. Please confirm if MC has a specific list of central plant options that are to be considered, or if the A/E is to present options. Please confirm the minimum number of system options that should be considered as part of the LCCA.	The current is system is a hydronic campus loop with ice modules.
2-40	We understand that the RFP indicated a new variable air volume (VAV) system with centralized air handling units, but the project verification and SD phase requires a review of HVAC system options and life cycle cost analysis. Please confirm if MC has a specific list of HVAC systems that are to be considered or if the A/E is to present options. Please confirm the minimum number of system options that should be considered as part of the LCCA.	An AHU with a VAV system is our current standard. The design team shall valuate options based on current energy codes, sustainability, and cost analysis.
2-41	Is the A/E scope of work to include a complete photovoltaic design, or is the scope be limited to PV ready design?	It is the intent for the project to include a solar photovoltaic system to serve the new facility with potential locations for the panel arrays to include the building's roof or the adjacent parking lot.
2-42	Please confirm if there are any site end-use power requirements, i.e. electric vehicle charging.	The College is open to electrical vehicle charging stations as part of this project. This will be determined as part of the LEED scorecard during design.
2-43	The RFP notes coordination with the future Baseball Field Complex renovations. Can the Baseball Facility Report by Gale Associated, dated March 27, 2018 be provided to the A/E for review?	The baseball Facility Report is included in the Facilities Part II Program that is attached as Appendix A to the RFP (Page 226 of the RFP)

2-44	We understand that the existing 13.2 kV underground Pepco utility may need to be extended either from the Pepco service along Route 118 (north loop) or from the Pepco service along Middlebrook Road on the south side of the campus (south loop). Please confirm if the upgrade of the medium voltage (13.2 kV) service including new duct bank, manholes and utility coordination from either the north loop or south loop is to be included in the A/E scope of work, or if the new power service design will be provided by the utility company.	The A/E should include designing a secondary electrical entrance, the South Loop, consists of providing a new PEPCO service from the existing utility vault.
2-45	We anticipated that the new facility will be required to comply with the Maryland Climate Solutions Now Act, and in particular the Building Energy Performance Standards, which stimulates, but does not mandate, net-zero carbon emissions by 2040 and lower energy utilization indexes for buildings. Please confirm if the college will require that the building be net-zero carbon and if this should be considered as part of the program verification and SD phases.	Not required to be net-zero but strive to reduce carbon footprint
2-46	Section 2, F. states that Construction Administration services will be negotiated under a separate contract. For selected offers, please confirm if Construction Administration, Building Commissioning and Post Construction services should be excluded from the price proposal.	Construction Administration Services shall be provided as part of the A/E Fee Proposal. This can be provided in the column identified on the Fee Spreadsheet. As part of the scope of services, the A/E will be required to participate in Building Commission and support the Commissioning Agent. The A/E shall also be responsible for post-construction services. Please refer to RFP Section 2.5 Resource Conservation and LEED Requirements and Section 2.6 Scope of Services, sub-section g Post-Commissioning Services Phase
2-47	Will the satellite heating and chilled water plant be structurally integrated into the main building or designed as a separate structure?	The intent is to have the satellite heating and chilled water plant structurally integrated into the main building. Please refer to the Facilities Part II Program (RFP Appendix A, page E-3 for a conceptual adjacency diagram.
2-48	Will the structural engineer be responsible for the structural framing or foundation design of the physical envelope mock-up?	No, the structural engineer will not be responsible for the structural framing or foundation design of the physical envelope mock-up.

2-49	Is a surveyor provided?	It is at the discretion of the Offeror (A/E) to determine the necessary team members (consultants) to successfully design and deliver the project based on their experience with similar projects.
2-50	Please clarify if geotechnical engineering is a required service under the A/E contract.	Geotechnical Services shall be provided as part of the A/E Team. The fee spreadsheet provides a section for Geotechnical.
2-51	What is 'completed' in project definition.... can we submit ongoing or under construction projects?	Yes, ongoing projects or projects under construction can be submitted, it is at the Offerors discretions to determine the best way to convey their experience related to the project.
2-52	Is there a page limit for the technical submission?	There is no page limit, but the consideration should be given to how the requested information is provided and the volume of the Technical Proposal.
2-53	Our team is also reaching out to provide our names and email addresses so we can receive any amendments on this pursuit	Please refer to Section 1.4 RFP documents on page 3 and Section 1.7 Addenda on page 4 in Section 1 Instructions to Offerors. It is the Offeror's sole responsibility to check procurement website for any addenda before submitting a proposal and assure that accurate information has been used in preparation of the proposal response. Please have your project team to download a copy of the RFP documents from the College Procurement website at <a href="http://www.montgomerycollege.edu/procure">www.montgomerycollege.edu/procure</a> . Just click the bid number, fill out the contact information and submit. Ensure the email address filled out is accurate. Whenever an addendum is issued, all perspective Offerors known to have received the documents will be notified by email.
2-54	Dual Roles for Key Personnel Can key team members serve in dual roles? For example, can an individual act as both the Principal-in-Charge and the A/E Project Manager? If so, please confirm that this arrangement will not be scored less favorably during evaluation.	It is at the discretion of the Offeror (A/E) to determine Key Personnel/Roles to successfully design and deliver the project based on their experience with similar projects. Team members may serve in dual roles and will be evaluated based on experience.

2-55	<p>Submission Format Clarification</p> <p>Can the College confirm whether each section of the Technical Proposal must be separated by physical tab dividers, or will a clearly labeled PDF with bookmarks suffice for the electronic copy?</p>	<p>The College does not have any mandatory submission format requirements the way you asked.</p>
2-56	<p>Joint Venture Responsibilities</p> <p>For joint venture submissions, is there a required format or template to outline each party's responsibilities, or may Offerors use their own format?</p>	<p>Please refer to RFP Section 1.19 Joint Venture Offerors and Section 3.2.3 Profile of Offeror – Joint Ventures for submission requirements.</p>
2-57	<p>Key Personnel Substitution Process</p> <p>In the event that key personnel become unavailable after submission but prior to award, what is the process and timeframe for requesting substitutions?</p>	<p>Please refer to RFP Section 3.2.7 Key Supervisory Personnel – “By submitting the individuals for consideration as key personnel, the Offeror is committing these individuals to the College for the duration of the contract, if awarded the contract. Should circumstances necessitate a personnel change, the design team shall submit a written change request to replace key personnel. All personnel change request shall include sufficient information to demonstrate that the proposed individual meets or exceeds the qualifications of the Key Personnel to be replaced. No personnel changes will be permitted by the College without prior written authorization.</p>
2-58	<p>Evaluation Weight of Local Experience</p> <p>Will additional consideration be given to firms or consultants with previous Montgomery College project experience, or is only regional (Baltimore-Washington) experience considered?</p>	<p>Please refer to RFP Section 3.2.5 A/E Firm Relevant Experience – “Offeror shall provide five (5) projects completed within the past ten (10) years that the Offeror feels best demonstrates its successful experience on projects of a similar scope to the College’s project and that best respond to the stated evaluation criteria. At least one (1) of the listed projects shall be within the Baltimore-Washington Metropolitan area..... ..Projects will receive higher consideration if they are similar to this project (education, campus, etc.), experience with regulatory agencies affecting the College’s project, experience with Construction Manager at Risk delivery method and produce and execution of building information models (BIM) and documents in Autodesk Revit following International foundation Class standards with projects of similar scope and size.”</p>

2-59	<p>Project Budget Information</p> <p>Will the College provide the anticipated construction budget or estimated project value to ensure price proposals align with expectations?</p>	<p>Section 1.1 Intent identifies the total construction budget. As stated, “The total construction budget is \$110,000,000.”</p>
2-60	<p>Consultant Profile Duplication</p> <p>If a consultant firm is providing multiple services (e.g., structural and civil engineering), should they be listed once in the Profile of Consultants section or submitted as separate profiles?</p>	<p>If a consultant is providing multiple services, the Consultant Profile can be listed once. It is at the discretion of the Offeror to provide information that demonstrates the consultant’s experience with projects of similar scope and size as this project for the services provided.</p>
2-61	<p>BIM Execution Standards</p> <p>The RFP mentions adherence to International Foundation Class (IFC) standards for Revit. Can the College provide specific BIM execution plan requirements or templates for compliance?</p>	<p>Please refer to RFP Section 2.8 Building Information Modeling (BIM) Services. This section provides guiding principles. Also stated “The Design Team will prepare in collaboration with the College and Construction Manager and submit for college approval a BIM Execution Plan (BEP) for the project that is in compliance with the College’s design standards.”</p>
2-62	<p>Site Visit Scheduling</p> <p>Is there a scheduled date or process to arrange the mandatory site examination with an authorized College representative to obtain verification?</p>	<p>See Page 2, Section 1.3 Pre-Proposal Conference and Site Inspection of the RFP documents for details. Please contact John Anzinger, Project Manager, Office of Central Facilities via email at <a href="mailto:john.anzinger@montgomerycollege.edu">john.anzinger@montgomerycollege.edu</a>, to allow the appropriate personnel at the campus to be notified as a manner of courtesy.</p>
2-63	<p>Exceptions to RFP Requirements</p> <p>If no exceptions are being taken to the RFP, is a written statement to that effect required in the Technical Proposal, or may that section be omitted?</p>	<p>If no exceptions to the RFP requirements are being taken, it is preferred to simply include a statement that no exceptions are taken.</p>