

MONTGOMERY COLLEGE • OFFICE OF BUSINESS SERVICES
REQUEST FOR PROPOSAL (RFP) TITLE: ON-CALL GENERAL CONTRACTOR SERVICES
RFP NUMBER: E925-003
RFP CLOSING DATE AND TIME: December 13, 2024 @ 3:00 PM



ADDENDUM #2

Issued: December 5, 2024

PURPOSE OF ADDENDUM:

- Change section 5.2.10 (Acknowledgement of Receipt of Addenda) to read:

5.2.11 Acknowledgement of Receipt of Addenda (if applicable)

- Add the following section:

5.2.12 Demonstrated Experience

Offeror should provide a detailed narrative, outlining its demonstrated experience as a general contractor. Offeror should provide at least 3 projects that demonstrates experience with higher education projects, scope of services listed in section 2.2, range of project sizes up to \$3 million, and experience with working in Baltimore-Washington DC region, especially in local jurisdictions of Montgomery County, City of Takoma Park and City of Rockville experience, if applicable.

Note: The submittal of this information shall follow the order outlined in section 5.2.2.

- Provide answers to vendor questions received by the December 4, 2024, 3:00pm question submittal deadline.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. If proposal has already been submitted, send signed acknowledgement under separate email. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

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NOTE: All proposals MUST BE RECEIVED electronically by 3:00pm Eastern Time on **December 13, 2024**.

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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QUESTIONS AND ANSWERS

Vendor Question	Montgomery College Answer
Can a company bid on the HVAC and Plumbing only, or do you have to bid on the entire package?	Bidding firms must bid on all trades in Request for Pricing package
Please advise if Offeror should list subcontractors based on the List of Trades provided under section 2.2.	Yes
Please advise if Offeror can list more than 1 Subcontractor per Trade.	Yes
Please advise if "Security" is related to Access Control Security or Video Surveillance Systems.	Security is related to both.
On page 13 of the RFP (14 in the PDF) under the bold subheading 5.2 Required Proposal Submittals, the instructions state that a submittal consists of a Technical Proposal and the Price Proposal. However, no pricing documents or instructions appear elsewhere in the RFP. Can the owner either clarify what the instructions for the Price Proposal are or provide bidders with the proper forms for this portion of the submittal?	A Price Proposal is <u>NOT</u> required in response to this Request for Proposal, at this time.
On page 14 of the RFP (15 in the PDF), the instructions under the bold subheading 5.2.8 Safety Controls direct bidders to submit a safety plan. Our company's safety plan is quite extensive and makes for rather large file to send through email. Our safety plan is also available on our company website. Is it permissible for our 5.2.8 narrative response to direct the proposal evaluators to our online safety plan in lieu of attaching all 36 sections that make up the manual via email?	Safety plan should be attached to proposal.
Is there a maximum file size for emailed submissions?	No. See associated response below.
If a proposal exceeds the maximum file size, is it permissible for bidders to submit more than one email?	If file size is too large to be sent in a single email, multiple emails can be sent. College must be notified, if multiple emails will be sent.
In response to the request for a safety plan under the 5.2.8 Safety Controls instruction, which of the following would the owner prefer: instructions on how to locate the online version of the manual in its entirety, an advance submittal, an excerpted/abbreviated version of the manual?	An abbreviated version is acceptable.
Can the owner clarify whether Attachment J – Standard Performance Bond is to be included at the time of the proposal submittal or upon award?	Upon award

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Can the owner confirm that Attachment G – Mid Atlantic Purchasing Team Rider Clause is not due at this juncture with the proposal submittal?	Attachment G is NOT required at time of proposal submittal.
We currently hold an on-call general contracting contract with University of Maryland College Park. We reviewed this solicitation and found there is a requirement of 10 years of experience. We currently have 7 years. Can this 10-year requirement be waived or reduced to 5 years?	No, requirement cannot be waived. To clarify, RFP is asking for 10 years of GENERAL CONTRACTING experience. It is not a requirement to hold an on-call general contracting contract for 10 years.
Who were the incumbents under the previous similar contract?	We have not awarded a contract in the past for on-call general contractor services.
What is the annual estimated contract spend?	Estimated annual contract spend is not available at this time.
In section 5.2.3 (Transmittal Letter) it asks us to “demonstrate the offerors ability to provide the requested services”, and again in section 5.2.4 it asks for our qualifications. Does the owner want this described in both sections?	Section 5.2.3 refers to a summary of your ability to provide requested services, while 5.2.4 requires a detailed response.
Has Montgomery College had a previous “on-call” program? If so, can you provide the names of the previous participants, & the duration of contract.	No previous on-call general contractor contracts.
In order to provide the best information for our technical, would the college consider postponing the due date for an additional two weeks?	Due to the time-sensitive nature of this contract, the proposal submittal deadline date of December 13, 2024 cannot be extended.
Technical proposal, Section 5.2.5 – please confirm that reviewed financial statements will be acceptable in lieu of audited statements if the offeror does not have audited statements available.	Reviewed financial statements will be accepted.
Technical proposal – please define the page limits, margin requirements, font, and other formatting requirements.	None.
On page 13 of the RFP (14 of the PDF) as well as in Addendum 1, a Copy of Maryland Business Registration form/certificate is requested upon submittal. Please confirm whether submitting a Certificate of Good Standing from the Maryland Department of Assessments and Taxation (Maryland.gov) would satisfy this requirement. If a Certificate of Good Standing would not satisfy the requirement, then could the College please clarify what documentation should be submitted in its stead?	A certificate of good standing will satisfy this requirement.

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<p>We have a question regarding the Technical Proposal for RFP# E925-003. The original RFP and the addendum reference “Demonstrated Experience” in the list of items to be included in our response and are listed in Section 5.2.2. All the other items in that list flow sequentially from Section 5.2.2 going forward and those other items are spoken to specifically. However, Demonstrated Experience is not. It is not one of the items from 5.2.2 to 5.2.11.</p>	<p>Refer to page 1/cover of addendum #2 for update.</p>
<p>On page 12 of the original RFP, Section 3 titled Qualifications and Experience Requirements you speak to Experience Requirements in 3.2. Is this “Demonstrated Experience”? If so, how many projects do we need to list for each bullet point in 3.2 and what format would you like us to use? Is there supposed to be a Demonstrated Experience section in the 5.2.2 to 5.2.11 listing?</p>	<p>Refer to page 1/cover of addendum #2 for update.</p>

*******END OF QUESTIONS AND ANSWERS*******