

MARYLAND STATE HIGHWAY ADMINISTRATION
OFFICE OF PROCUREMENT AND CONTRACT MANAGEMENT
CONSULTANT SERVICES DIVISION
707 NORTH CALVERT STREET
BALTIMORE, MARYLAND 21202

April 9, 2015

Contract No.: BCS 2014-08
Description: Survey and Engineering
Services, District 2

EXPRESSION OF INTEREST ADDENDUM NO. 1

To All Consultant Candidates:

Please be advised that the Expression of Interest **submission deadline for Contract BCS 2014-08 is REVISED from 12:00 PM (NOON) on April 14, 2015 to 12:00 PM (NOON) on April 21, 2015.** Expression of Interests received after the deadline will not be accepted no matter how transmitted and will be returned unopened to the Consultant.

This addendum is being issued on the Advertisement for BCS 2014-08. All prospective Consultants must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Expression of Interest Addendum No. 1 by signing, dating and attaching this addendum in the front of their Expression of Interest submittal. Failure to attach this signed and dated Addendum No. 1 in the Expression of Interest submittal (as a PDF on the CD and in the bound Expression of Interest copies) may result in rejection.

Please note the following Addendum 1 change:

REPLACE with the following:

Page 3, third paragraph, first sentence:

This Contract will be administered solely by SHA's District Two Office (D2) located at 615 Morgnec Road, Chestertown, Maryland 21620 to support the Architectural and Engineering needs of SHA and will be funded with both State and Federal Funds.

Page 5, 4 a.

- a. **One (1) Letter of Interest - Limited to one (1) page which must contain the address of the firm's closet location to SHA's District Two Office (D2) located at 615 Morgnec Road, Chestertown, Maryland 21620; information supporting the assertion that the Consultant has the financial capacity to provide the services requested; has measures in place to protect the State against errors and omissions; and provide the names, contact numbers and email addresses of the Primary Liaison, Disadvantaged Business Enterprise (DBE) Consultant Liaison Officer for Minority Affairs, and your firm's contact person for this procurement process. The Primary Liaison, DBE Liaison Officer, and the firm's procurement contact may be the same or different individuals.**

CONSULTANT QUESTIONS

Q1: "Please clarify whether the Item 7 – Key Staff, 2 per page resumes are a summary of the full page resume to be included as noted in section 4.d. or whether the full page resumes can be a continuation of the half page resume submitted under Item 7. In addition, if the full page resume can be a continuation, what credential information (education, registration, title, years of experience, etc.) must be repeated on the full page resume?"

A2: **Item #7 requires a brief resume for each Key Staff, limited to two (2) Key Staff per page, not to exceed two (2) pages total. 4 d. requires a full page resume for each Key Staff. The full page resume is not a continuation of the ½ page resumes in Item #7. All pertinent information on any standard resume should be included in the full page resume.**

Q2: “Are the SF 255 Item 7 Key Staff brief resumes and the one page Key Staff resumes evaluated/graded equally?”

A2: We do not disclose how items will be rated.

REMINDER: The Expression of Interest due date and time was **REVISED to 12:00 PM (NOON) on APRIL 21, 2015**. General questions relating to this Addendum No. 1 may be directed to opcm@sha.state.md.us. The time period for questions has expired; therefore no additional questions will be accepted or answered by SHA.



Norie A. Calvert, Director
SHA's Office of Procurement and
Contract Management

Date

4/9/15

Acknowledgement of Receipt of Addendum No. 1 for BCS 2014-08:

(Company)

(Signature-Authorized Official)

Title

Date