

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

April 24, 2015

**Contract No.:** BCS 2014-16  
**Description:** Supplemental  
Engineering Support Services,  
Statewide

**EXPRESSION OF INTEREST ADDENDUM No. 1**

To All Consultant Candidates:

Please be advised that the Expression of Interest **submittal deadline for Contract BCS 2014-16 is due by 12 PM (NOON) on May 13, 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 2014-16. 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.

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**CONSULTANT QUESTIONS**

- Q1: “On Page 5 of the advertisement, it states, “Key Staff individual experience shall be recent experience performed within the last three (3) years.” Is this correct? We are used to seeing last 10 or 5 years as the minimum for Key Staff experience.”
- A1: At least three (3) of the required years of experience for each individual Key Staff shall be recent experience performed within the last three (3) years.**
- Q2: “Do you anticipate these contracts to be more construction inspection focused or design focused?”
- A2: Please see possible services listed in the Advertisement. Services will vary depending on the needs of the Maryland State Highway Administration.**
- Q3: “Recent advertisements for professional architectural engineering services with the Office of Procurement and Contract Management have eliminated Items 9 and 10 from the SF 255 portion of the Expression of Interest. Should consultants be submitting a signed blank Item 10 or should the Item 9s and 10s not be included at all?”
- A3: The requirements for Items #9 and 10 are subject to change for each Advertisement. Items #9 and 10 must be signed and included in all SF 255 submittals, signed, if required in the Advertisement or blank without a signature if not required in the Advertisement.**

Q4: “Should consultants submit an original, signed SF 254, which are generally produced once a year, or is an electronic signature for this standard form acceptable?”

**A4: The original SF 254, SF 255, and Expression of Interest must contain original signatures.**

General questions relating to this Addendum No. 1 may be directed to [opcm@sha.state.md.us](mailto:opcm@sha.state.md.us). No additional questions will be accepted one (1) week before the due date and time.

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

4/24/15  
Date

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Acknowledgement of Receipt of Addendum No.: 1 for BCS 2014-16

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(Company)                      (Signature-Authorized Official)                      Title                      Date