

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

May 6, 2021

**Contract No.:** BCS 2021-12  
**Description:** Traffic Count and  
Highway Inventory Data Collection

**EXPRESSION OF INTEREST ADDENDUM NO. 1**

To All Consultant Candidates:

The Expression of Interest are due on **May 12, 2021 by 12:00 PM (NOON)**. 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 2021-12. 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 may result in rejection.

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**RED LINE REVISION (RLR)**

Please note the following Red Line Revisions for the **Expression of Interest**:

**RLO1:**

**~~Part I, Section E,~~**

~~Key Staff. A separate Section E form should be completed for each Key Staff proposed not to exceed five (5) pages total. At least three (3) years of the required years of experience for each individual Key Staff shall be recent experience performed within the last three (3) years. The Consultant must document in writing in the SF 330 Section E that the Key Staff individuals meet the following requirements:~~

**RLR1:**

**Part I, Section E,**

Key Staff. A separate Section E form should be completed for each Key Staff proposed not to exceed four (4) pages total. At least three (3) years of the required years of experience for each individual Key Staff shall be recent experience performed within the last three (3) years. The Consultant must document in writing in the SF 330 Section E that the Key Staff individuals meet the following requirements:

## CONSULTANT QUESTIONS

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**The following questions are written Expression of Interest Questions received prior to the deadline of 12:00 pm on May 5, 2020 from consultant candidates. The responses are provided for clarification to all candidate in bold after the questions:**

Q1: See “Note” section on the top of Page 11. Please confirm the required font size is 11-point Times New Roman and not 10-point.

**A1: New Roman Font size 10 point or larger.**

Q2: Please confirm that Section E is supposed to read “not to exceed four (4) pages total” and limited to 1 page per resume.

**A2: See RLR1 above**

Q3: Section F - Example Projects: Would MDOT SHA consider allowing projects completed in the last 10 years instead of limiting it to 5 years?

**A3: No, we would like projects within the last 5 years.**

Q4: Page 11 of the RFP document calls for 11-point Times New Roman font. However, the majority of previous MDOT SHA contracts have allowed 10-point font. Would MDOT SHA consider allowing 10-point Times New Roman font for this procurement/submission?

**A4: See A1 above**

Q5: Should SF 330 Part I Section E (Key Staff Resumes) be limited to 4 pages instead of 5?

**A5: See RLRI above**

Q6: Can MDOT SHA provide the approximate percentage of work expected under this contract between traffic counts, roadway inventory, and continuous count location assistance services?

**A6: This contract would be approximately 80% traffic count/continuous count location assistance and 20% roadway inventory.**

Q7: We would like to request that MDOT SHA extend the 5-year limit for project experience to 7 years. This will allow firms the opportunity to re-submit projects selected for the

previous procurement in 2019 that may go beyond the 5 years for this current 2021 procurement. Since the highest ranked firms for the three contracts were identified based on these projects and the projects still include an acceptable and unacceptable rating as in the previous procurement, we feel that this is a reasonable request given the unique circumstances.

**A7: See A3 above**

**THE SIGNED ADDENDUM MUST BE INCLUDED IN THE EXPRESSION OF INTEREST IN FRONT OF THE TRANSMITTAL LETTER.**

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Yasin Mohammed, Deputy Director,  
Office of Procurement and  
Contract Management

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\_\_\_\_\_  
Date

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Acknowledgement of Receipt of Addendum No. 1 for BCS 2021-12:

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(Company)                      (Signature-Authorized Official)                      Title                      Date

General questions relating to this Addendum No. 1 may be directed to [OPCM@mdot.maryland.gov](mailto:OPCM@mdot.maryland.gov) . The time period for questions has expired; therefore, no additional questions will be accepted or answered by MDOT SHA.