

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

May 7, 2021

**Contract No.:** BCS 2021-13  
**Description:** Pavement and  
Geotechnical Engineering Design  
Services, Statewide.

**EXPRESSION OF INTEREST ADDENDUM NO. 3**

To All Consultant Candidates:

Please be advised that the Expression of Interest delivery date for this contract has been changed from **12:00 PM (NOON) on May 10, 2021**. The Expression of Interest are now 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 2021-13. All prospective Consultants must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Expression of Interest Addendum No. 3 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. 2 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**:

**RL01:**

**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 five (5) years. The Consultant must document in writing in the SF 330 Section E that the Key Staff individuals meet the following requirements:~~

**RLR1:**

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 five (5) 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, 2021 from consultant candidates. The responses are provided for clarification to all candidate in bold after the questions:**

Q1: Does the ceiling amount of \$12,000,000 annual or for the entire contract duration of 5 years?

**A1: The \$12,000,000 is not to exceed amounts for all three contracts for the entire contract duration of 5 years**

Q2: Will individual task orders be competitively bid?

**A2: Yes, per page 1 of the solicitation: “Contracts resulting from this solicitation shall be structured as indefinite delivery, indefinite quantity (IDIQ) and payment methods may include cost plus fixed fee and unit cost rates. Additional Information regarding payment methods will be provided to the selected firms in the Request for Price Proposals and subsequent secondary qualifications-based selection....”**

Q3: Who are the existing contract holders?

**A3: The list of incumbents for the current contract are: BCS 2015-02 Pavement and Geotechnical Engineering Services, Statewide; Wallace Montgomery & Associates, LLP, Applied Research Associates, Inc., Schnabel Engineering Consultants, Inc.**

Q4: Can we get a record of the bidders who competed when this contract was advertised in 2016 and what were their scores during evaluation?

**A4: You are able to request that information via following two methods:**

**1.)PIA Request via <https://www.mdot.maryland.gov/tso/pages/Index.aspx?pageId=69>**

**2.) Record Review Request via [OPCM@mdot.maryland.gov](mailto:OPCM@mdot.maryland.gov) to come and review scores.**

Q5: If we list our sub-consultants or subcontractor in Part I Section C of the SF 330 form as well as include support staff from our subs on our organization chart, should we include an SF 330 Part II form for each sub-consultant or subcontractor listed?

**A5: Subconsultant should submit SF 330 for applicable SF sections. (i.e., if Key Staff are from subconsultants)**

Q6: In Part I, Section E of the EOI there are four key staff roles listed and five total pages

allowed for resumes. Can resumes be more than one page keeping in mind the total page limit set in the EOI? Otherwise, what do you expect for the 5<sup>th</sup> page? Do you expect us to present more than one person for one of the key staff roles?

**A6: See RLR1 above.**

**Q7: Referencing #8. Rating Criteria:** The RFP states the Key Staff will be Evaluated on a 30-point scale, however there are no other points mentioned within the Rating Criteria. Is the 30-points out of a total number of points? Is the only rating criteria applicable to the EOI the 30 points for Key Staff?

**A7: Per Section 8. Of the Ad –  
Expression of Interest (EOI) Review Criteria**

The criteria to be used in evaluating EOI's for the creation of a RCL are:

**-Key Staff** - (Evaluated on a 30-point scale)

**-Example Projects** – (Rated either (A)cceptable, (U)nacceptable or (N)eutral)

- (A) Acceptable-Response demonstrates they meet requirements
- (U) Unacceptable-Response fails to demonstrate they meet requirements
- (N) Neutral-Lacks prior MDOT SHA experience. Not a barrier to award.

**NOTE:** The **Key Staff** submitted in the Expression of Interest (EOI) will be evaluated to determine if they meet the minimum qualifications set forth in the Advertisement. If MDOT SHA chooses to rate and rank during the EOI phase to develop a Reduced Candidate List, MDOT SHA will carry forward the scores for the **Key Staff** (and Specialized Expertise, if applicable) into the Competitive Technical Proposal evaluation phase.

**If MDOTSHA chooses the create a RCL only Key Staff will receive a numerical score (30 point maximum) and Example Projects will receive an adjectival score.**

**Q8:** Item 4.B on page 7 of the EOI states: “A separate Section E form should be completed for each Key Staff proposed not to exceed five (5) pages total”, however there are only four key staff requested. Should this be limited to four pages?

**A8: RLRI**

**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. 3 for BCS 2021-13:

\_\_\_\_\_  
(Company)

\_\_\_\_\_  
(Signature-Authorized Official)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

General questions relating to this Addendum No. 3 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.