

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

January 31, 2024

Contract No.: BCS 2024-03

Description: Traffic Engineering Services,
District 4

EXPRESSION OF INTEREST ADDENDUM NO. 1

To All Prospective Offerors:

This addendum is being issued on the Advertisement for BCS 2024-03. All prospective Offerors must acknowledge the clarifications, revisions, additions and/or deletions listed below for this Addendum No. 1 by signing, dating and attaching this addendum in the front of their submittal. Failure to attach this signed and dated Addendum No. 1 in the submittal may result in rejection.

Please be advised that the Expression of Interest delivery date for this procurement is **February 27, 2024, 12:00 PM (NOON)**. Expressions of Interest received after the deadline will not be accepted no matter how transmitted and will be returned unopened to the Consultant.

Questions from Potential Offerors

The deadline for questions for this contract ended at 12:00 PM (NOON) on January 23, 2024. No further questions are being accepted or answered. The following questions are written Expression of Interest Questions received prior to the deadline. The responses are provided for clarification to all offerors in bold after the questions:

Q1: "RFP Page 2, Paragraph 4 reads as follows: "To receive a contract award, a firm must be registered on eMMA" and then goes on to say: "Each Offeror is requested to indicate its eMMA vendor number in the Transmittal Letter (cover letter) submitted at the time of its Proposal submission to this RFP. If our team is a Joint Venture, we assume that each firm must be registered on eMMA and each firm's eMMA vendor number should be listed on the Transmittal Letter. Please confirm."

A1: SHA confirms that each partner in a joint venture should list its eMMA vendor number in the Transmittal letter provided in the Expression of Interest.

Q2: "The Advertisement for BCS 2024-03, page 7 under Part I, Section E: Key Staff 1 states "will serve as the Project Manager and the Primary Liaison." The same section, under Key Staff 2 states "will serve as the Project Manager and the Secondary Liaison." Does SHA require us to identify two project managers for this contract? If so, is Key Staff 1 considered to be the primary or senior PM and Key Staff 2 a secondary or deputy PM?."

A2: Key Staff #1 will be the Project Manager and primary contact for the District. SHA will always reach out to Key Staff #1 first. However, if Key Staff #1 is not available, SHA will reach out to Key Staff #2. SHA expects that Key Staff #2 would fulfil the duties of Project Manager when Key Staff #1 is on vacation or out sick.

Q3: Regarding Key Staff 1 and Key Staff 2: Does SHA desire both of these key staff to serve as Project Manager??

A3: Please see A2, above.

Q4: “For the SF 330 Section E, will SHA consider increasing recent experience to greater than three (3) years?”

A4 As stipulated in Section C.1 on Page 7 of the solicitation, a separate Section E form should be completed for each Key Staff proposed not to exceed one (1) page per key staff and 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.

Q5 “Will a list of pre-proposal participants be released?”

A5 The Attendance Summary is included as an attachment to BCS 2024-03 EOI Addendum No. 1.

Q6 “Where can the most recent MBE-DBE forms be found?”

A6 SHA Office of Procurement and Contract Management maintains current MBE-DBE forms on its webpage at <https://roads.maryland.gov/mdotsha/pages/Index.aspx?PageId=767> MBE-DBE Form A and Form B are submitted by firms invited to submit technical proposals. It is not necessary to submit MBE-DBE forms with the Expression of Interest.

Q7 “Who are the incumbents?”

A7 The incumbents are Brudis & Associates, Inc, and Johnson, Mirmiran & Thompson, Inc.

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

Jada Wright

January 30, 2024

Jada J. Wright, Director
Office of Procurement and Contract Management

Date

Acknowledgement of Receipt

Firm Name

Signature-Authorized Official

Title

Date

BCS 2024-03 Traffic Engineering Services District 4

Pre-proposal Meeting Attendance List

January 17, 2024

Mary Barse	MBarse@mdot.maryland.gov
Yvette Shelton	YShelton@mdot.maryland.gov
Morteza Tadayon	morteza@itenology.com
Erin Kuhn	EKuhn@mdot.maryland.gov
Matt Conrad	mconrad@rkk.com
Martha Zabetakis	Martha.Zabetakis@kci.com
Steven Moss	SMoss@mdot.maryland.gov
Elise Adams	
CST Engineering	info@cstengineers.com
John Lisch	john.lisch@suyashconsulting.com
Tony Chan	tchan@rkk.com
Jim Burnett	jburnett@rkk.com
Steve Foster	Steve.Foster@ABConsulting365.onmicrosoft.com
Katy Simpson	ksimpson@brudis.com
Rectanus, John L.	JRectanus@wallacemontgomery.com
Shawn Dolan	shawn.dolan@HayatBrown.com
Ahmad Abazaïd	abazeed@bvf-engineering.com
Melody DuBiel	Melody.DuBiel@rossitg.com
Simone Bennett	SBennett2@mdot.maryland.gov
Lindsay Ewell	Lindsay.Ewell@rossitg.com
James Angel	JAngel4@mdot.maryland.gov
Scott Holcomb	
Rojas, Yina	yrojas@wrallp.com
Bo Yuan	boyuan@endescoinc.com
Lewi Negede	lewi.negede@HayatBrown.com
Haas, Kristen D.	kristen.haas@stvinc.com
Tandrum Reid, T3 Design Corporation	
Hanover, Bryan	bshanover@mccormicktaylor.com
Harris, Dara P.	DPHarris@mccormicktaylor.com
Nygel Jones	nygel.jones@chplanning.com
Barry Brandt	bbrandt@rkk.com
De'Von Jennings 1st Self Consulting	
Stephen Mao (EnTech)	
Colisa Harris	charris@delonhampton.com
Jamie Campbell (CST Engineering)	
Leon Anderson	Leon.Anderson@rossitg.com
Adrian Banks	Adrian.banks@HayatBrown.com

Akshay Gawande	agawande@tejy.com
Kim Adams	KAdams@Pennoni.com
Cheng Xu	
Young, Seth D.	Seth.Young@stvinc.com
De'Von Jennings	djennings@vistantco.com
Subra Das	sdas@bengalengineers.com
De'Von Jennings 1st Self Consulting	
Jennifer Roberts	jennifer.roberts@HayatBrown.com
Bruce Sechrist	