

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

April 16, 2025

Contract No. BCS 2024-11

Description: Design and Engineering
Support Services for
Motor Carrier Operations,
Statewide

REQUEST FOR TECHNICAL PROPOSAL ADDENDUM NO. 1

To All Consultant Candidates:

Please be advised that the Request for Technical Proposal (RFTP) for this contract are due on **May 30, 2024, by 12:00 PM (NOON)** and must be submitted through the eMaryland Marketplace Advantage (eMMA) as outlined in the advertisement. Technical Proposals received after the deadline will not be accepted no matter how they have been transmitted.

REDLINE REVISION (RLR)

Bidders List – DBE/Non-DBE Goals

RL01: Per updated requirements under Final Rule – 49 CFR § 26.11, all bidders who bid on federally funded, advertised contracts are required to submit a ~~signed~~ copy of their bidders list information.

Please complete and return the attached spreadsheet, “Title 49 Excel spreadsheet – FHWA – Report Form – Bidders List Information” with the requested information pertaining to the prime contractor and all respective subcontractors.

Failure to submit the required Bidders List Information may result in bid rejection.

RLR1: Per updated requirements under Final Rule – 49 CFR § 26.11, all bidders who bid on federally funded, advertised contracts are required to submit a copy of their bidders list information.

Please complete and return the attached spreadsheet, “Title 49 Excel spreadsheet – FHWA Report Form – Bidders List Information” with the requested information pertaining to the prime contractor and all respective subcontractors.

Failure to submit the required Bidders List Information may result in bid rejection.

RL02: ~~Oral Presentations will be scheduled via MS Teams virtual platform.~~ **Only those Firms that have been determined by SHA to have met the minimum Key Staff, Example Projects, and other specified requirements, will be scheduled for an Oral Presentation.**

RLR2: Oral Presentations will be scheduled in the week of 6/30/2025 to 7/4/2025 via MS Teams virtual platform. Only those Firms that have been determined by MDOT SHA to have met the minimum Key Staff, Example Projects, and other specified requirements, will be scheduled for an Oral Presentation.

CONSULTANT QUESTIONS

The following questions are written Technical Proposal Questions received prior to the deadline of 12:00 PM (NOON) on April 11, 2025, from consultant candidates. The responses are provided for clarification to all candidates in bold after the questions:

- Q1. Can you please confirm what section of the proposal we are to include the Title 49 Excel Spreadsheet - FHWA - Report Form - Bidders List Information"?
- A1. The Title 49 Excel Spreadsheet - FHWA - Report Form - Bidders List Information should be included as a pdf file in section F "DBE Compliance".**
- Q2. The key staff are required to have 10+ years of experience, but the resumes are limited to show experience performed in the last 3 years, and projects are limited to experience in the last 5 years. Would you consider extending the timeline of experience that be used on resumes and project examples?
- A2. No, the timeline of experience remains the same as per the advertisement.**
- Q3. Looking ahead to the presentation, can you provide additional information on what teams will be scored on, specifically are we scored only on what is presented on the screen or is the score based on what is presented orally as well?
- A3. SHA expects the firm to present orally what will be displayed on the PowerPoint. Therefore, the scoring will be based on the content of the entire presentation.**
- Q4. There are several items in the excel spreadsheet where the options to select from do not match the description in the top of the cell - i.e. "sub - race and gender" the only 2 options to pick from are "DBE or Non-DBE" and "Sub - age of firm" you can only pick from in state or out of state, and there are similar issues with "sub - applicable NAICS Code" and the next two columns. Also, can you clarify the "Prime - Certified/De-Certified" item and what you're referring to there? Is that asking if the Prime is a certified DBE firm?
- A4. The Title 49 Excel Spreadsheet has been revised and attached as part of Addendum No. 1 for BCS 2024-11**

**THE SIGNED ADDENDUM MUST BE INCLUDED IN THE TECHNICAL PROPOSAL
SUBMISSION VIA EMMA.**

Jada Wright

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

April 16, 2025

Date

Acknowledgement of Receipt of Addendum No. 1 for BCS 2024-11:

(Company)

(Signature-Authorized Official)

Title

Date

General questions relating to this Addendum No. 1 may be directed to OPCM@mdot.maryland.gov. The time period for questions has expired; therefore, no additional questions will be accepted or answered by State Highway Administration.