



Wes Moore
Governor

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Executive Director

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Justin A. Williams

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Addendum No. 1

To Offerors:

**Request for Proposals
Architectural/Engineering Services
St. Mary's County Sports Complex
Preliminary Design**

Date Issued:

April 17, 2024

This addendum is hereby made part of the Request for Proposals dated March 29, 2024, on the subject work as though originally included therein. The following amendments, additions, and/or corrections shall govern this solicitation.

This addendum incorporates the following items:

1. A copy of the pre-proposal power point presentation is attached hereto.
2. A copy of the pre-proposal list of attendees is attached hereto.
3. A copy of the site visit list of attendees is attached hereto.
4. A copy of the questions submitted along with their respective answers, is attached hereto.
5. A copy of four (4) site maps, are attached hereto. Please note, the primary location is 22405 Johnson Pond Lane. The remaining three (3) maps are provided for reference.
6. A copy of the revised Staffing Plan (Attachment F) can be accessed via the Share File link below:

<https://mdstad.sharefile.com/d-s8a29bd9fe81b4783963d11d8c54d6b22>
7. The deadline for the submission of proposals has been extended to **April 30, 2024 at 1:00 p.m. (Local Time)**.
8. The key information summary sheet has been revised to include the language below:

“Closing Date and Time

Technical and Financial Proposals:

April 30, 2024 at 1:00 p.m. (Local Time)”

Note: All addenda must be acknowledged by the Offeror in the Technical Proposal.



Yamillette Waite
Procurement Officer

End of Addendum No. 1

WELCOME

PRE-PROPOSAL CONFERENCE FOR

**REQUEST FOR PROPOSALS – ARCHITECTURAL/ENGINEERING
SERVICES**

**ST. MARY’S COUNTY SPORTS COMPLEX – PRELIMINARY DESIGN
SERVICES**

Web Pre-Proposal Conference

THANK YOU FOR YOUR INTEREST IN DOING BUSINESS WITH MSA

THE PRE-PROPOSAL CONFERENCE WILL BEGIN AT 10 A.M.

- PLEASE PROVIDE YOUR NAME, COMPANY NAME AND EMAIL ADDRESS IN THE CHAT ROOM UPON JOINING THIS CONFERENCE.
- DURING THE PRESENTATION, THE LINES WILL BE MUTED. QUESTIONS MAY BE SUBMITTED VIA THE CHAT ROOM. THE PHONE LINES WILL BE OPENED FOR ADDITIONAL QUESTIONS AT THE END OF THE PRESENTATION.



MARYLAND STADIUM AUTHORITY

**Request for Proposals for
Architectural Engineering Services
St. Mary's County Sports Complex – Preliminary Design
Services
Pre-Proposal Conference**

April 8, 2024

INTRODUCTION OF THE PROCUREMENT & PROJECT TEAM



YAI WAITE
PROCUREMENT OFFICER



PAIGE STINNETT
PROCUREMENT OFFICER



MALAIKA DAMON
PROJECT MANAGER

SOLE POINT OF CONTACT

Yai Waite

Maryland Stadium Authority








351 West Camden Street, Suite 300

Baltimore, Maryland 21201

Telephone: 443-602-0681

Email: ywaite@mdstad.com

KEY DATES

| | <u>ACTIVITY</u> | <u>DATE (Local Time)</u> |
|---|----------------------------------|------------------------------|
|  | Request for Proposals Issued | March 29, 2024 |
|  | Pre-Proposal Web Conference | April 8, 2024 at 10:00 a.m. |
|  | Site Visit | April 10, 2024 at 11:00 a.m. |
|  | Questions Due | April 12, 2024 at 1:00 p.m. |
|  | Proposals Due – see section 1.10 | April 24, 2024 at 1:00 p.m. |
|  | Oral Presentations | May 6 & May 7, 2024 |
|  | Notice to Proceed | June 2024 |

SCOPE OF SERVICES

In February 2024, the Commissioners of St. Mary's County and MSA entered into a Memorandum of Understanding for MSA to provide architectural/engineering services related to the potential development of a new sports complex, as described in this RFP, to be located and constructed in California, Maryland. Through this solicitation, MSA is seeking a highly qualified Architect/Engineer design firm to provide the Preliminary Design services described in Section 3.3 of this Request for Proposal. During this phase of the Project, the A/E will work closely with MSA and other Project Team members in the analysis of the overall viability of the Project.

- ❖ Please refer to Section 3 of the RFP for the full scope of work and all references to attachments relevant to this RFP.

OFFEROR MINIMUM QUALIFICATIONS

- Has been in business for at least five years;
- Has a team of registered professional architects, engineers, and associated professional consulting firms led by a firm registered to practice in the State of Maryland;
- Has experience providing preliminary design services for government/commercial clients;
- Has substantial experience with community involvement during the planning and design phases of a project;
- Has substantial design experience related to the complex construction of sports facilities;
- Has experience in innovative design methods to meet programmatic goals of building efficiencies, on-time delivery, cost containment, and value engineering strategies; and
- Has the ability to meet the insurance coverage requirements outlined in the RFP.

MINORITY BUSINESS ENTERPRISES

- ❖ **This RFP has a minimum overall MBE subcontract participation goal of 10% overall for preliminary design services, with no subgoals.**
- ❖ All subcontractors named by the Offeror as part of their MBE Schedule must be certified with the Maryland Department of Transportation (“MDOT”).
- ❖ Offerors’ submissions must also include the MBE subcontractor’s MDOT certification number & NAICS product and service description of work to be performed. MBE form D-1A must be submitted with the Technical Proposal.
- ❖ For information on certified MBE firms, the directory is available at <https://marylandmdbe.mdbecert.com/?> <http://mbe.mdot.maryland.gov/directory/>. Select the MBE Program label at the left side of the website.
- ❖ The most current information on MBE’s is available at the MDOT website.
- ❖ The Governor’s Office of Small, Minority & Women Business Affairs has issued a Q&A document regarding how to count participation by MBE primes. Information is available on GOSBA’s website (<http://goma.Maryland.gov/Pages/Reporting-Tool-MBE.aspx>).

MINORITY BUSINESS ENTERPRISES

- ❖ **Submit D-1A form with your proposal. Make sure the form is fully completed.**
- ❖ Math needs to add to up.
- ❖ MBEs shall be currently and appropriately certified. Check the MDOT MBE directory to make sure that your proposed MBE firms are certified by MDOT.
- ❖ Keep in mind we are looking for MBE certified firms (**NOT** SBE, DBE, etc.).
- ❖ Check ONE box for the firm's classification (i.e. African-American, woman owned, etc.).
- ❖ Please review section 1.20 of the RFP, Minority Business Enterprise for subcontractor agreement information.

PROPOSAL SUBMISSIONS

- ❖ All submissions must be sent electronically. DO NOT send them via email. Use the links provided in Section 1.10 of your respective RFP.
- ❖ See Section 4 of the RFP for all proposal and submission requirements, including format requirements.
- ❖ Financial Proposals must be password protected.
- ❖ Technical Volume:
 - Transmittal letter
 - Title and Table of Contents
 - Executive Summary
 - Work Plan, Offeror's and Key Personnel Experience
 - Bid/Proposal Affidavit (**Attachment A**)
 - Conflict of Interest Disclosure (**Attachment B**)
 - MBE Form D1-A "MBE Utilization and Fair Solicitation Affidavit and MBE Participation Schedule" (**Attachment D**)
 - Staffing Plan (**Attachment F**)
 - Corporate Profile (**Attachment J**)
 - Capacity Summary Worksheet for Key Personnel (**Attachment K**)
 - Prime Contractor List of All Subcontractors (**Attachment L**)
 - Proof of Insurance/ability to meet insurance requirements

PROPOSAL SUBMISSIONS CONT.

- ❖ Financial Volume: Password will be requested from short-listed Offerors only.
 - Pricing Form (**Attachment H**)

EVALUATION CRITERIA

- ❖ Technical criteria has more weight than Financial criteria. Proposals will be evaluated based on the adequacy of their proposed work plan, Offeror's experience and qualifications, and past performance, among other criteria listed in Section 5.2 of the RFP.
- ❖ The Selection Committee will review the Offerors' Technical Proposals. Firms deemed as meeting all requirements will be ranked and, based on the achieved rankings, selected firms will then be "short-listed."
- ❖ Short-listed firms will be invited to conduct an oral presentation.
- ❖ After oral presentations, the selection committee will short-list Offerors to participate in the financial phase of the procurement. **Offerors will be required to provide the password to their financial proposal within one (1) business day of MSA's request.**
- ❖ An award will be made to the Offeror whose proposal is determined to be the most advantageous, considering technical and financial evaluation factors.

SUBMISSION REMINDERS

- ❖ Make sure to indicate your availability for oral presentations in your proposal.
- ❖ Make sure to use the forms issued with the RFP or its addenda. Outdated forms will be returned for Offeror's correction – could impact overall quality of submission.
- ❖ DO NOT ALTER State issued forms.
- ❖ MBE forms need to include both the NAICS code and a description of the work to be performed by the MBE on the project.
- ❖ SDAT Compliance – Make sure that your firm is in good standing with the Maryland Department of Assessments and Taxation.
- ❖ Review the RFP (including attachments) in its entirety.

QUESTIONS

- ❖ **This section is for informational purposes only. All questions regarding the respective RFP, must be submitted to the Procurement Officer in writing via the link included in Section 1.9 prior to the deadline given for questions in order to receive an official response from the Maryland Stadium Authority.**
- ❖ **Only responses provided in writing by the Maryland Stadium Authority will be considered official answers to questions regarding this RFP.**
- ❖ Addenda will be sent via GovDelivery to everyone who participated in this pre-proposal. Please check your junk/spam folders and update your e-mail settings to ensure that you receive MSA Contracting GovDelivery e-mails.

**Capital Projects Development Group
Pre-Proposal Conference
AE Preliminary Design - St. Mary's County Sports Complex
April 8, 2024 10:00 am**

| Name | Company | Email | Prime or Subcontractor | MDOT MBE Certified | SBR Certified | Attended |
|--------------------|---------------------------------|-----------------------------------|-------------------------------|---------------------------|----------------------|-----------------|
| Aaron Smith | A. Morton Thomas & Assoc., Inc. | asmith@amtengineering.com | Subcontractor | No | No | Yes |
| Kim Chan | AB Consultants, Inc. | kim.chan@abconsultantsinc.com | Subcontractor | Yes | Yes | No |
| Steve Foster | AB Consultants, Inc. | steve.foster@abconsultantsinc.com | Subcontractor | Yes | Yes | Yes |
| Duc Le | AECOM | duc.le@aecom.com | Prime | No | No | Yes |
| Perry Clauser | Albireo Energy EMS Technologies | pclauser@albireoenergy.com | Subcontractor | No | No | Yes |
| Phil Rhodes | AMT Engineering | prhodes@amtengineering.com | Subcontractor | No | No | No |
| Giuseppe Colosimo | Arcadis Architect P.C. | giuseppe.colosimo@arcadis.com | Prime | No | No | Yes |
| Joe Solway | Arup | joe.solway@arup.com | Subcontractor | No | No | No |
| Ahmed Mohamed | As-Sabur Engineering | as.sabur.eng@comcast.net | Subcontractor | Yes | Yes | Yes |
| Laura Okell | Axias | lokell@axiasinc.com | Subcontractor | No | Yes | Yes |
| Greg Kerr | Ayoroa Simmons | Gkerr@ayoroasimmons.com | Subcontractor | Yes | Yes | No |
| Eric Einhorn | BallParchitecture | eeinhorn@ballparchitecture.com | Subcontractor | No | No | Yes |
| Chayan Khatua | Bengal Engineers LLC | ckhatua@bengalengineers.com | Subcontractor | Yes | Yes | Yes |
| Subra Das | Bengal Engineers LLC | sdas@bengalengineers.com | Subcontractor | Yes | Yes | Yes |
| Cassie Hays | BKM | chays@bkma.com | Subcontractor | No | Yes | Yes |
| Monica Pascatore | CannonDesign | mpascatore@cannondesign.com | Prime | No | No | Yes |
| Michelle Carroll | Carroll Engineering, Inc. | mcarroll@ceiengineering.com | Prime | Yes | Yes | Yes |
| Michael Pieranunzi | Century Engineering, LLC | mpieranunzi@centuryeng.com | Prime | No | No | Yes |
| Anthony Dietz | Century Engineering, LLC | ajdietz@centuryeng.com | Prime | No | No | Yes |

| | | | | | | |
|---------------------|--|-------------------------------------|---------------|-----|-----|-----|
| Ahmed Clayiff | Clayiff Engineering, LLC | aclayiff@clayiff.com | Subcontractor | No | Yes | Yes |
| Bill Holaday | Convergent Technologies | bholaday@ctdginc.com | Subcontractor | Yes | No | Yes |
| Colisa Harris | Delon Hampton and Associates | charris@delonhampton.com | Subcontractor | Yes | Yes | Yes |
| Michael Ajomale | Design Depictions Structural Engineering | majomale@ddsengr.com | Subcontractor | Yes | Yes | No |
| Ari Bozorgi | ECS Mid-Atlantic | abozorgi@ecslimited.com | Subcontractor | No | No | Yes |
| Brian Oster | Ewing Cole | boster@ewingcole.com | Prime | No | No | Yes |
| Shani Ferguson | Ewing Cole | sferguson@ewingcole.com | Prime | No | No | No |
| Nadine Belizaire | Fletcher | nadine@fletcherdc.com | Prime | No | Yes | Yes |
| Jonathan Gemmell | Floura Teeter Landscape Architects | jgemmell@flourateeter.com | Subcontractor | Yes | Yes | Yes |
| Joan Floura | Floura Teeter Landscape Architects | jfloura@flourateeter.com | Subcontractor | Yes | Yes | No |
| Allie Butanis | Frederick Ward Associates | abutanis@fredward.com | Prime | No | Yes | Yes |
| Barry Miller | Frederick Ward Associates | bmiller@fredward.com | Prime | No | Yes | Yes |
| Terra Barnes | Froehling & Robertson | tbarnes@fandr.com | Subcontractor | No | No | No |
| Katie Wagner | Gorove Slade | klw@goroveslade.com | Subcontractor | No | No | No |
| Christen Fairley | Gorove Slade | cfairley@goroveslade.com | Subcontractor | No | No | Yes |
| Steven Sorrell | GTM Architects | ssorrell@gtmarchitects.com | Prime | No | No | Yes |
| Faisal Mohsin | Haptic Architects | faisal@hapticarchitects.com | Subcontractor | Yes | Yes | Yes |
| Rosemary Mezu | Harris-Kupfer Architects, Inc. | rosemary@harriskupferarchitects.com | Subcontractor | Yes | Yes | Yes |
| Ahmed Mohamed | Hayat Brown | ahmed.mohamed@hayatbrown.com | Subcontractor | Yes | No | Yes |
| James Dark | Henry Adams | dark@henryadams.com | Subcontractor | No | Yes | Yes |
| Melissa McGarry | IMEG | melissa.d.mcgarry@imegcorp.com | Subcontractor | No | No | Yes |
| Colleen Vacelet | Intreegue Design | cvacelet@intreeguedesigns.com | Subcontractor | Yes | No | Yes |
| Christine Chatfield | Jensen Hughes | cchatfield@jensenhughes.com | Subcontractor | No | No | Yes |

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|-----------------------|---|------------------------------------|---------------|-----|-----|-----|
| Tom Betti | JLG Architects | tbetti@jlgarchitects.com | Subcontractor | No | No | Yes |
| Michael Fabrikant | K Dixon Architecture | mfabrikant@kdixonarchitecture.com | Prime | Yes | Yes | Yes |
| Brian Collins | KCI Technologies | brian.collins@KCI.com | Subcontractor | No | No | Yes |
| Matt Pak | Kim Engineering | matthewpak@kimengineering.com | Subcontractor | Yes | No | Yes |
| Kiana Smith | Kumi Construction Management Corp. | ksmith@kumicm.com | Subcontractor | Yes | Yes | No |
| Emily Pelcak | Lamar Johnson Collaborative | pelcake@theljc.com | Prime | No | No | Yes |
| Juan Osorio | Langan | josorio@langan.com | Subcontractor | No | No | No |
| Rhea Dones | Leuterio Thomas, LLC | rhea.dones@leuteriothomas.com | Subcontractor | Yes | Yes | Yes |
| Lynn Reda | Little Diversified Architectural Consulting | lynn.reda@littleonline.com | Prime | No | No | Yes |
| Loren Helgason | Lose Design | lhelgason@lose.design | Prime | No | No | Yes |
| Magdalena DiDomenico | MAG-Lighting Design, LLC | mdidomenico@mag-lightingdesign.com | Subcontractor | Yes | Yes | Yes |
| Bryan Dunn | Mahan Rykiel Associates | bdunn@mahanrykiel.com | Subcontractor | Yes | Yes | No |
| William McCarthy | McLaren Technical Services Inc. | wmccarthy@mgmlaren.com | Subcontractor | No | No | Yes |
| Anthony J. Cortea Jr. | MK Consulting Engineers, LLC | ajcortea@mkceng.com | Subcontractor | Yes | Yes | Yes |
| Joseph Taylor | Moody Nolan | joseph.taylor@moodynolan.com | Prime | No | No | Yes |
| Prudence Bonds | Moody Nolan | pbonds@moodynolan.com | Prime | No | No | No |
| Nick Wilson | Morris & Ritchie Associates, Inc. | nwilson@mrakta.com | Subcontractor | No | No | Yes |
| Chris Peacher | MW Studios | cpeacher@mwsarch.com | Prime | No | Yes | Yes |
| Aida Zyryku | Navitas Business Consulting | aida.zyryku@navitastech.com | Prime | Yes | No | No |
| Teresa Carlisle | OSPORTS | teresa.carlisle@osports.com | Prime | No | No | No |
| Michaela Simpson | Pendulum | michaela.simpson@pendulumkc.com | Prime | Yes | No | No |
| Rich Coluzzi | RJC Designs Inc. | rcoluzzi@rjcdesigns.com | Subcontractor | No | No | No |
| Tony DiCola | Setty | tonyd@setty.com | Subcontractor | Yes | No | Yes |

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|---------------------|--|-----------------------------------|---------------|-----|-----|-----|
| Charles Bergen | Sheladia | cbergen@sheladia.com | Subcontractor | Yes | No | No |
| Krutika Shah | Sheladia Associates | kshah@sheladia.com | Subcontractor | Yes | No | Yes |
| Kay Morin | Site Resources, Inc | kmorin@siteresourcesinc.com | Subcontractor | Yes | No | Yes |
| Michael Fisher | Site Resources, Inc. | mfisher@siteresourcesinc.com | Subcontractor | Yes | Yes | Yes |
| Brandon Peters | Sorg and Associates, P.C. | brandon@sorg.design | Subcontractor | No | No | No |
| Clive Diaz | Stratified, Inc. | cdiaz@stratified.us | Subcontractor | No | Yes | Yes |
| Jesse Dixon | Stratified, Inc. | jdixon@stratified.us | Prime | Yes | Yes | Yes |
| Akshay Gawande | Tejy Inc | agawande@tejy.com | Subcontractor | Yes | Yes | Yes |
| Anthony Sujoy | Tejy Inc | smondal@tejy.com | Subcontractor | Yes | No | Yes |
| Sieva Smith | The Harmons Group dba EasyAV | sieva@easy-av.com | Subcontractor | Yes | Yes | Yes |
| Ashlyn McGovern | Theseus Professional Services | amcgovern@theseuspro.com | Subcontractor | Yes | Yes | No |
| Jennifer Greenawalt | Thornton Tomasetti | jgreenawalt@thorntontomasetti.com | Subcontractor | No | No | Yes |
| Monique Walton | Toscana Clements Taylor MBE/WBE Cost Consultants | mwalton@tctcost.com | Subcontractor | Yes | Yes | No |
| Jeannine Nelson | Toscana Clements Taylor MBE/WBE Cost Consultants | j.nelson@tctcost.com | Subcontractor | Yes | Yes | Yes |
| Michael Spory | VMDO Architects | spory@vmdo-dc.com | Prime | No | No | No |
| Kanika Puri | Weigand Associates, Inc. | kpuri@wainet.net | Subcontractor | Yes | Yes | No |
| Brad Jones | WRA | bjones@wrallp.com | Subcontractor | No | No | Yes |

**Capital Projects Development Group
Site Visit
AE Preliminary Design - St. Mary's County Sports Complex
April 10, 2024 11:00 am**

| Name | Company | Email | Prime or Subcontractor | MDOT MBE Certified | SBR Certified | Attended |
|-------------------|--|-----------------------------------|-------------------------------|---------------------------|----------------------|-----------------|
| Aaron Smith | A. Morton Thomas & Assoc., Inc. | asmith@amtengineering.com | Subcontractor | No | No | Yes |
| Kim Chan | AB Consultants, Inc. | kim.chan@abconsultantsinc.com | Subcontractor | Yes | Yes | Yes |
| Duc Le | AECOM | duc.le@aecom.com | Prime | No | No | No |
| Ahmed Mohamed | As-Sabur Engineering | as.sabur.eng@comcast.net | Subcontractor | Yes | Yes | Yes |
| Eric Einhorn | BallParchitecture | eeinhorn@ballparchitecture.com | Subcontractor | No | No | Yes |
| Monica Pascatore | CannonDesign | mpascatore@cannondesign.com | Prime | No | No | Yes |
| Anthony Dietz | Century Engineering, LLC | ajdietz@centuryeng.com | Prime | No | No | No |
| Michael Ajomale | Design Depictions Structural Engineering | majomale@ddsengr.com | Subcontractor | Yes | Yes | No |
| Mehdi Derakshandi | ECS Mid-Atlantic | mderakshandi@ecslimited.com | Subcontractor | No | No | No |
| Brian Oster | Ewing Cole | boster@ewingcole.com | Prime | No | No | No |
| Jonathan Gemmell | Floura Teeter Landscape Architects | jgemmell@flourateeter.com | Subcontractor | Yes | Yes | No |
| Christen Fairley | Gorove Slade | cfairley@goroveslade.com | Subcontractor | No | No | Yes |
| Ahmed Mohamed | Hayat Brown | ahmed.mohamed@hayatbrown.com | Subcontractor | Yes | No | No |
| Melissa McGarry | IMEG | melissa.d.mcgarry@imegcorp.com | Subcontractor | No | No | Yes |
| Michael Fabrikant | K Dixon Architecture | mfabrikant@kdixonarchitecture.com | Prime | Yes | Yes | No |
| Matt Pak | Kim Engineering | matthewpak@kimengineering.com | Subcontractor | Yes | No | No |

| | | | | | | |
|---------------------|-----------------------------------|--------------------------|---------------------|-----|-----|-----|
| Loren Helgason | Lose Design | lhelgason@lose.design | Prime | No | No | Yes |
| Mahesh Mittal | M2 Engineering, LLC | mahesh@m2mep.com | Prime/Subcontractor | Yes | No | No |
| Tony Newman | Michael Marshall Design | tony@mmarshalldesign.com | Prime | Yes | No | Yes |
| Nick Wilson | Morris & Ritchie Associates, Inc. | ncwilson@mragta.com | Subcontractor | No | No | Yes |
| Chris Peacher | MW Studios | cpeacher@mwsarch.com | Prime | No | Yes | Yes |
| Chris Krupinski | RK&K | ckrupinski@rkk.com | Subcontractor | No | No | No |
| Matt Thomasson | RK&K | mthomasson@rkk.com | Subcontractor | No | No | No |
| Tony DiCola | Setty & Associates | tonyd@setty.com | Subcontractor | Yes | No | Yes |
| Abraham Kacantary | Sheladia Associates | akacantary@sheladia.com | Subcontractor | Yes | No | Yes |
| Marguerite Connelly | Stratified Inc | mjconnolly@stratified.us | Prime/Subcontractor | No | Yes | No |
| Clive Diaz | Stratified, Inc. | cdiaz@stratified.us | Subcontractor | No | Yes | No |
| Jesse Dixon | Stratified, Inc. | jdixon@stratified.us | Prime | Yes | Yes | No |
| Sieva Smith | The Harmons Group dba EasyAV | sieva@easy-av.com | Subcontractor | Yes | Yes | No |
| Julie Swanson | WRA | jswanson@wrallp.com | Subcontractor | No | No | Yes |
| Brad Jones | WRA | bjones@wrallp.com | Subcontractor | No | No | No |

Request for Proposals
RFP AE St. Mary's County Sports Complex Preliminary Design
Questions & Answers
Addendum No. 1

Action Item

| | Question | Answer |
|----|---|--|
| 1. | Is the field visit coordinated by MSA or self-visit by each company? | The site visit was coordinated by MSA and St. Mary's County. |
| 2. | Page 26 of the RFP, which details the format in which we are to organize our proposals, has only the word "Reserved" for Section F of the Technical Proposal. Should we omit Section F in our responses? | Correct. |
| 3. | The SF330 form provides space for ten example projects, but the RFP only requests 4. Should we leave the other 6 slots blank, or would it be allowable to show more example projects within the SF330? | At least four projects must be provided on Attachment E. |
| 4. | The RFP suggests a street address for the property but does not include information about the size of the property, property boundaries, etc. The RFP also asks that we prepare written responses about the property and prepare fees, hourly spreadsheets, MBE assignments, etc. that are all related to the size of the property and its conditions. We understand there will be a site visit on 4/10 where those things will likely be clarified, but given that the proposal is due 4/24, that will leave only 2 weeks to actually prepare the proposal response. Will you consider | See Addendum 1 for plot maps. |

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|-----|---|--|
| | <p>delaying the due date to give firms additional time after the site visit? It is only at this site visit that we will better know what is expected and prepare our responses accordingly.</p> | |
| 5. | <p>To clarify (page 25 of the RFP) are only four (4) SF330 Project Examples allowed?</p> | <p>Please see question #3.</p> |
| 6. | <p>On page 26 of the RFP, what kind of information is supposed to be provided for item f. Reserved?</p> | <p>Please see question #2.</p> |
| 7. | <p>If we are meeting the MBE goals, is D-1A (pages 1 through 10) the only section from Attachment D that needs to be included in the technical proposal?</p> | <p>The completed D-1A form is to be included in the technical proposal.</p> |
| 8. | <p>Can you provide a list of the likely stakeholders for the project?</p> | <p>St. Mary's County</p> |
| 9. | <p>Is there an anticipated duration for the study?</p> | <p>No</p> |
| 10. | <p>Are the four projects required for firm experience a minimum or a finite number?</p> | <p>Please see question #3.</p> |
| 11. | <p>Is there a requirement that the projects presented be built work, studies or both?</p> | <p>There is no requirement. The projects shall illustrate the A/E's qualifications for overseeing/managing the preliminary design effort.</p> |
| 12. | <p>Several of the forms and attachments are spreadsheets, are these going to be shared, or should we create our own that align with what is provided as a sample?</p> | <p>All of the attachments for this RFP have been shared, please refer to the link provided on the Attachments page of this RFP to access them. The forms must be submitted as they were issued, do not alter any of the forms.</p> |

| | | |
|-----|--|--|
| 13. | Please confirm that several of the forms, such as Standard Form 330, are just to be filled out. | Please refer to Section 4.3 for the attachments that need to be filled out and submitted with each submission. |
| 14. | Attachment L references how to fill in Attachment P, yet, there is not an Attachment P. Can this be provided or is this a new form to be created? | There is no Attachment P for this RFP. Please fill out Attachment L as instructed in the document. |
| 15. | Please confirm Attachment H – Pricing Form is not part of Volume I submission and to be submitted at later date. | The Pricing form (Attachment H) is to be submitted with the financial proposal. Please refer to Section 1.10 of the RFP for the due date and link to upload the proposals. |
| 16. | Should we assume that the project will include analysis of the existing pond and outfall? | Yes. |
| 17. | Archeological services are listed should these be included in Volume 1? Assuming these would only be necessary should something be discovered during excavation? | Refer to Section 3.3 of the RFP. |
| 18. | Please confirm if Volume 2 is to be completed and submitted at the same time as Volume 1. | Yes. Please refer to Section 1.10 of the RFP for further instructions on submitting both proposals. |
| 19. | Are you considering other sites? And would you share those with us? | See Addendum 1 for plot maps. |
| 20. | What stakeholders are involved for approval? County, city, national? | See Question #8. |
| 21. | Has a phase 1 or phase 2 environmental assessment been done? | No. |

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| 22. | Is the proposal seeking services to meet all deliverables of Schematic Phase as detailed in the MD DGS Handbook? | Yes. |
| 23. | Are there any land surveys and property boundary available for the property and if the answer is yes, can it be sheared with the team? | See Addendum 1 for plot maps. |
| 24. | Is there any FEMA report or analysis regarding wetland, flood zone, 50 years and above storm study, and can that be shared with the team? | No. |
| 25. | Are there any comprehensives programming/criteria or bases of design available? | See Attachment C of the RFP. |
| 26. | Based on information we found from the Maryland Stadium Authority, it appears \$125,000 has been earmarked for this study. Is this MSA's expectation for fee? | N/A |
| 27. | Is the site zoned for multi-sport facilities? | To be determined during the Preliminary Design effort. |
| 28. | Can the existing lake/pond be used for fire sprinkler system in the facilities or landscape irrigation? And is there a report available that outlines the water condition and what treatment may be required? | To be determined during the Preliminary Design effort. |
| 29. | Entrance to the site, is that the only access to the site? What portion of the property is being considered for the project? Please provide approximate location and acreage. | See Addendum 1 for plot maps. |

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| 30. | Are other properties being considered for the project? If so, can they be shared? | See Addendum 1 for plot maps. |
| 31. | Is a Deed available for the property? Are there sub-parcels to consider? | See Addendum 1 for plot maps. |
| 32. | Are there any utility easements through the property? | To be determined during the Preliminary Design effort. |
| 33. | Will the Design team be obliged to follow the DGS State of Maryland Procedure Manual for Professional Services? In particular, the requirements set forth in the Chapter I, Section 7 (Concept Presentation and Schematic Design Presentation) and Chapter II Procedures? | Presentation to the State Board of Architectural Review will not be required. |
| 34. | The property appears to be within water service area W-3D and sewer service area S-3D based on the County's on-line GIS data. The 2017 Update to the Comprehensive Water and Sewerage Plan indicates that such areas shall be served within three to five years. Are we to assume water and sewer is available for the property? | To be determined during the Preliminary Design effort. |
| 35. | What level of Infrastructure Analysis, Environmental Impact Analysis, Archeological Impact Analysis, and Geotechnical Analysis are anticipated? Can specific tasks be provided? <ul style="list-style-type: none"> • Assuming desk top only, maybe a field visit for EIA. | Refer to Section 3.3 of the RFP. |
| 36. | Confirmation that the project scope is what is recommended by Crossroads Consulting's report dated from October 2020? | The scope of the project is defined in the RFP. |

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| 37. | Has a project budget been established? | No. |
| 38. | Has the funding source for a potential center been identified? Will this project be going to a public vote? | To be determined. |
| 39. | Is there a target construction start date that can drive the project schedule? | No. |
| 40. | Is there a master planning effort required to plan for future development of those uses not recommended but identified as a community need by Crossroads Consulting's report dated from October 2020? | No. |
| 41. | Confirmation on the level of sustainability efforts and if there are any expectation for certifications - LEED, WELL, Fitwell, Living Building? The RFP lists only "sound environmental practices". | To be determined during the Preliminary Design effort. |
| 42. | Since the property that is considered for this project is raw, undeveloped land, please confirm exactly the zoning and building codes expected for the site | To be determined during the Preliminary Design effort. |
| 43. | Do you have a platform for teaming up opportunities for MBE firms? | MSA asks MBE firms to indicate their MBE status on our sign in sheets/registration sheets for procurement activities. These documents are shared via addendum so all firms interested in the projects can see the names and contact information of all firms interested in the project, including MBE firms. |

