



# PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: December 16, 2019

TO: All Prospective Proposers

FROM: Beth Kirk  
Procurement Coordinator, Office of Procurement  
301-546-0007

RE: **Addendum 3 to RFP 20-06 – On-Call Construction Management (CM)/Construction Management At Risk (CMAR) Services**

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The following amends the above referenced RFP documents. Receipt of this addendum three is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Technical Proposal. The Solicitation Schedule is subject to further change modification, as required by the College.

1. Attached to this Addendum 3 is the Questions Response Log. All questions received shall be provided in this format.
2. **Technical Proposal Due Date extension.**  
Technical Proposal Due Date is: January 9, 2020, 10:00 AM ET.
3. Correction Paragraph 4.3, Page 39.  
Include the following language (in blue) after the first and only sentence in this paragraph:  
If the Proposer is a joint venture (JV) firm, at least one (1) of the example projects shall have been completed by the joint venture. *All other submitted projects shall be examples of work performed by one of the firms proposed in the Joint Venture.*
4. Correction to B. Technical Proposal Requirements, paragraph 2.3.a, page 34  
Delete the paragraph and replace with:  
  
Collectively, all Joint Ventures named within the submission/offer must have a total of 10 years experience in Construction Management At Risk (CMAR) services. JVs are to provide a list of completed projects of each joint venture party that demonstrate the JVs ability and compliance with CM/CMAR at Risk experience.
5. Correction to Paragraph C. Constructability Reviews.  
Delete the word "Part B" from the paragraph.

End of Addendum 3 dated 12-16-2019

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM**

**RFP NO.:** 20-06

**TECHNICAL AND FEE PROPOSAL DUE DATE:**

January 9, 2020, 10:00 A.M. ET

**RFP FOR:** On-Call Construction Management (CM)/Construction Management At Risk (CMAR) Services

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**NAME OF PROPOSER:** \_\_\_\_\_

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

The undersigned, hereby acknowledges the receipt of the following addenda:

Addendum No.   1   dated 12-2-2019

Addendum No.   2   dated 12-6-2019

Addendum No.   3   dated 12-16-2019

Addendum No.        dated       

Addendum No.        dated       

As stated in the RFP documents, this form is included in our Technical Proposal.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name Printed

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**END OF FORM**

No.	Addendum No.	Solicitation Section/Reference	Question	PGCC Response
1	2	Section II, Paragraph B Technical Proposal Requirements 3.2m Personnel Plan	Is there a template or a Matrix for the personal plan?	Part B will have a required template. However, vendors are to provide in their Technical Proposal an Personnel/organization chart/plan that addresses/proposes the individuals per the listed positions on page 36 of the RFP.
2	2	Page 38, 4.1	In reference to information submission, do the project submission amounts have to be 6?	Yes. 2 projects for each tier/category.
3	2	Page 38, 4.1	Are the 3 (three) tier categories to be listed in priority	No.
4	2		Confirming solicitation schedule of Part B will be released on 12/16/19.	Yes. Confirmed.
5	2		What will the project schedule be based on? Will there be more schedule details in Part B?	Schedule details as it pertains to Part A, shall include your firm's standard Schedule to perform work/services as it relates to the your firm's submissions. Schedule details as it pertains to Part B will be included in Part B.
6	2		Once Part B has been released, will there be time allotted for RFI's?	Yes. The time/due date for questions pertaining to Part B will be provided in Part B.
7	2		Will you be able to speak on pricing today?	No.
8	2		Will there be drawings and specifications for Part B.	Yes.
9	2		Will firms be invited to present in oral presentation on the technical in though they have not submitted pricing for Part B?	Yes. Orals will be held before Pricing- Part B is due. Due to the short time period of when firms will be informed of their status and when Pricing is due. All firms are advised to review and prepare Part B incase an invite is extended to submit Part B.
10	2		Will a contractor have to have the ability to handle all project sizes?	No.
11	2		How many firms will be in the pool?	No Set Number. However, the College reserves the right to award based on the Contractor's demonstrated capability, per the firm's submission. Firms that do not include projects for any given tier/value category, may not be awarded a contract to perform work that exceed or fall below their submitted projects values/tiers. The College

				may award a contract to any firm for all three tiers, one or two tiers. Only those firms awarded the tier shall be considered for subsequent Task Order Request for Proposals.
12	2		What are the major elements for the Marlboro Hall project?	Details regarding the Marlboro Project will be provided within Part B of the RFP process.
13	2		Is this RFP also for Construction Management Services as it pertains to serving as the College's Owner's Representative/Agent?	No. Construction Management Services, is used in a generic sense to address Construction Services with a prime General Contractor (GC) to serve as a CMAR. The College anticipates issuing a Construction Management Agent/Owner Representative RFP. Interested firms are advised to check the College's website.
<b>End of Addendum 2</b>				
14	3	Key Personnel, per Section II, B, 3.4, 6.	Do you need a resume for the BIM Consultant or just locate this individual on the Org Chart and staffing plans?	Yes. Key Personnel, per Section II, B, 3.4, 6.
15	3		Will the information on Marlboro Hall to be released on 12/16 contain details on the project schedule (design and construction phases)?	Part B, will contain additional information pertaining specifically to Marlboro Hall, including but not limited to: drawings and specifications.
16	3		Will the information on Marlboro Hall to be released on 12/16 have the estimated construction cost? This is an important figure to calculate the economic benefits of the project.	Part B, will contain additional information pertaining specifically to Marlboro Hall, including but not limited to: drawings and specifications.
17	3		As I understand it PGCC is not providing a template staffing plan document. CMs are to prepare their own staffing plans in response to this RFP – correct?	Yes, CMs are to prepare their own staffing plans. There will be a staffing plan provided in the Marlboro Hall – Part B that is specific to only the Marlboro Hall project.
18	3		RFP requirements specify 10 years of CM/CMAR experience, would a company having been in existence for 10 years meet this requirement?	10 years experience providing services as described/required in the RFP is required.
19	3		If a company plans to only pursue TO's relating to small (\$1 M- \$10M) projects, can said company submit past performance information related only to projects within that range?	Please see the Questions and Response Log, Addendum 2, Question 11 for a response.
20	3		The RFP includes language specifying that there will be competition among the awarded CM/CMARs. Does PGCC have an idea of how many companies might be selected? Will there	Please see the Questions and Response Log, Addendum 2, Question 11 for a response.

			be one or more CMs/CMARs or multiple from each project size range (small, medium or large)?	
21	3		Would PGCC provide details about the funding process for the construction projects? Have all projects been funded, or does PGCC anticipate that CMs/CMARs will be involved in any way with securing the funding during the Period of Performance?	CM/CMARs will not be responsible to secure funding. The College will be responsible to secure funding. Funding sources in the past have varied and funding for future projects may vary.
22	3		Since a sample TO is being provided, is it PGCC's expectation that the proposing CM/CMARs need to come to the pre-proposal with an existing team that can handle all the various trades?	Proposers are not/were not required to attend the pre-proposal with their existing team for all trades. CM/CMARs with demonstrated ability/experience managing all/various trades will be considered more versed and experience, thus influencing over scoring. However, firms with specific or specialized areas of work/trades are encouraged to submit a proposal.
23	3		The RFP document mentions that an MBE can perform 100% of the MBE goal. Please confirm that you are open to considering a small business MBE prime for the Marlboro Hall project and subsequent CM/CMAR task order scopes.	The College allows a prime to self-perform, 100% the MBE goal commitment. The College highly encourages all qualified MBE firms to submit a proposal.
24	3		Does PGCC have a preferred vendor for doing the Investment Grade Audits (IGA's) needed prior to developing specifications for retrofit projects?	At this moment the College does not have a preferred or recommended IGA. However, the College reserves the right to object recommended IGAs or request the awarded firm/s to source/recommend a replacement if the College believes the IGA recommended is not qualified.
25	3	MBE	Page 16 of the RFP indicates to provide both the MBE Utilization Affidavit and the MBE Participation Schedule with the Technical Proposal. On page 17 (the MBE Utilization Affidavit form), it indicates to provide this form with the Price Proposal. On page 19 (the MBE Participation Schedule form), it is indicated to provide this form with the Price Proposal. On page 44, it is indicated that the MBE Utilization Affidavit is to be submitted with the Technical Proposal. Please clarify.	MBE Utilization <b>is not required</b> to be included in the Technical Proposal. MBE Utilization shall be required to be submitted with the Price Proposal, per Part B instructions.

26	3	MBE	Page 14 of the RFP indicates that the MBE Participation goal is stated in the invitation for bids. There is no goal provided in the solicitation documents. Please advise.	Part B of the RFP shall include the participation goal percentage.
27	3	Personnel Plan, Page 34	Page 34 of the RFP indicates to provide a Personnel Plan on the required 11x17 form that was issued with the solicitation documents. There is no Personnel Plan form included in the solicitation documents. Please advise	Responders for Part A of the RFP are to provide within their Technical Proposal their proposed Personnel Plan for any given project. In Part B, a Personnel Plan form will be included for the Marlboro Hall Project.
28	3		Can you please confirm the duration of the on-call contract for qualified CM firms?	Please see page 4, Paragraph #2 for a response.
29	3		How will the evaluation of the Technical/Oral submissions be weighted vs the Price Proposal submissions?	The College is seeking the most advantageous firms for any given project. Technical and Oral submissions may outweigh pricing/costs. However, the College ultimately seeks the greatest overall value with respect to awards.
30	3	Technical Proposal	Will the College consider an extension for the Technical Proposal Due date?	Yes. The Due Date for Part A, Technical Proposal has been extended. <b>The Technical Proposal Due Date is: January 9, 2020, by 10:00 AM ET,</b>
31	3		Regarding Past Performance submission requirements, can companies leverage JV part performance for large projects where BAS/PM content was high or does PGCC specifically want responders to be at risk for the examples provided	JV Firms susceptible for award must provide the required information and documentation required in the RFP and have a total of 10 years experience performing construction management at risk services. Included in this Addendum 4, is a correction to the JV experience requirement. Each JV firm must collectively have a total of 10 years of experience performing construction management at risk, not 8 years.
32	3	Section II	RFP Section II.b.5.4. on page 42 of 129 indicates that the Schedule should be based on the start date indicated in Section III and should demonstrate completion within the time frame indicated in Section III. Please confirm that the schedule submitted with Part A should be a representative schedule based on a similar project, not a project-specific schedule for Marlboro Hall.	Firm's are to provide a maximum of three schedules to demonstrate a typical schedule that is representative of the three tiers and the projects anticipated at PGCC. Please see the Question and Response Log, Question #5 for a more information regarding this subject.
33	3		With regard to the schedule, please provide a state date and a total period of performance (i.e. 365 calendar days). This will allow the	Firm's are to provide a maximum of three schedules to demonstrate a typical schedule that is representative of the three tiers and the projects anticipated at PGCC. Please see

			College to compare similar schedules rather than a broad range of schedules for projects of varying size, scope and complexity	the Question and Response Log, Question #5 for a more information regarding this subject.
34	3		For Section II.B.8. Economic Benefits, please provide a Construction Cost Limit for use as a baseline so that all offerors are working from the same estimated cost. This does not necessarily have to be the CCL for Marlboro Hall, but actual percentages will change as the overall project values fluctuate	In addition to the requirements described in Section II, paragraph 8, Economic Benefits, Firms may submit a sample/s of economic benefits for past projects that shall demonstrate your firm's ability to provide economic benefits to any given project that is representative of the projects slated at PGCC. Please see the Question and Response Log, Question #16 for more information provided regarding this subject.
35	3		Within the "Technical Proposal Requirements" section, B.9.2 (on page 44 of 129), a document labeled "MBE Attachment 1A" is referenced. Please confirm this is the same as the "Minority Business Enterprise Utilization Affidavit."	MBE forms are not required for submission in Part A, Technical Proposal. Please see Addendum 2 for more clarification regarding MBE submission requirements.
36	3		Please provide the MBE goal and any subgoals for this project. The "sample documents" found within Section VIII mention an MBE goal of 24% and subgoals of 7% African American and 4% Asian American. Should we assume these are the MBE goals and subgoals for the contract and for all projects awarded under the contract?	MBE forms are not required for submission in Part A, Technical Proposal. Please see Addendum 2 for more clarification regarding MBE submission requirements. Part B will include the MBE goal requirements and percentage.
37	3		Within the Price Proposal, Section 1.1.1.c (on page 45 of 129), a document is referenced as MBE Schedule. Please confirm this is the same as the MBE Participation Schedule.	This is the same. However, MBE forms are not required for submission in Part A, Technical Proposal. Please see Addendum 2 for more clarification regarding MBE submission requirements
38	3		In section II para. 5.4 it asks for a schedule not to exceed 200 activities that shows pre-con all the way through construction. We see that design will take 20 months, but no construction timeline is reflected. In order to deliver the most accurate schedule, can you please confirm the expected construction duration for Marlboro Hall and when the design phase is slated to conclude?	Firm's are to provide a maximum of three schedules to demonstrate a typical schedule that is representative of the three tiers and the projects anticipated at PGCC. Please see the Question and Response Log, Question #5 for a more information regarding this subject.

39	3		<p>In section II para. B.2.3 it states that each JV firm must have 5 and 3 years CM experience. Can one firm in the JV have the full 10 years' worth of experience?</p>	<p>Yes. Collectively, firm submitting a proposal as a JV must have a total of 10 years of experience. <b>Included in this Addendum 4, is a correction to the JV experience requirement. Each JV firm must collectively have a total of 10 years of experience performing construction management at risk, not 8 years. JV submissions must provide all required documentation and information, per the RFP.</b></p>
40	3		<p>In regards to section 8 (economic benefits) of the technical proposal requirements, please confirm that we can submit a plan/write up demonstrating our capability and track record of meeting these goals, and that actual percentages and a project specific plan would come with the pricing proposal. And, would it be admissible if we submit a sample past project plan to fulfil this requirement?</p>	<p>Yes, Firms may submit a sample/s of economic benefits for past projects that shall demonstrate your firm's ability to provide economic benefits to any given project that is representative of the projects slated at PGCC. Please see the Question and Response Log, Question #16 for more information provided regarding this subject.</p>
41	3		<p>With the variety of upcoming projects and the on call nature of the contract with multiple CMAR firms, please advise if the Personnel Plan should be a sample for one of the projects in the capital plan or should it be a plan to provide service on multiple projects simultaneously.</p>	<p>Proposers are to provide a Personnel Plan for any given project or a sample Personnel Plan that reflect your firm's standard personnel plan. See Addendum 3, Question and Response Log #27, for more clarity regarding the Personnel Plan requirements.</p>
42	3		<p>The RFP Section II.B.3.4 on page 35 requests 2 names each for the Project Manager and Superintendent. The experience level for the key staff personnel could vary for a \$1M project compared to a \$100M valued project under the 3-tiers. Depending on the timing for upcoming task orders, could additional key personnel be submitted with the future task order proposals</p>	<p>Yes.</p>
43	3		<p>The RFP Section II.B.5.3.c on page 42 was clarified in Addendum 2. Please expand or provide additional guidance of what is to be submitted for the Technical Proposal.</p>	<p><b>Proposers are to provide a written narrative of their Constructability Review process and capabilities.</b> Firms are to provide 4 constructability issues in regard to one of the project submitted in response to this Section. Firms are to provide one sample report that demonstrates your firm's ability to identify obstacles before a project is built to prevent errors, delays and overruns.</p>



				<p>Per this Addendum 4, a modification/correction is made to <b><u>Paragraph, C. Constructability Reviews.</u></b></p> <ul style="list-style-type: none"> <li>• Delete the word “Part B”</li> </ul>
44	3		<p>We would like to JV your project with a Large CM company. However we do not have the pass performance as your requested per RFP. Can we use the 10 years pass performance of our JV partner (CM) in lieu of any of our pass performance?</p>	<p>A total of 10 years of CMAR experience is required, collectively of the firms performing/submitting as a JV. Please see previous responses regarding JV experience requirements provided in this Addendum 4. All JV submission are to provide the required JV documents to be susceptible for award, per the RFP.</p>
<b>End of Addendum 3</b>				