



PRINCE GEORGE'S COMMUNITY COLLEGE

DATE: January 17, 2020

TO: All Prospective Proposers

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

RE: **Addendum 6 to RFP 20-06 – On-Call Construction Management (CM)/Construction Management At Risk (CMAR) Services**

The following amends the above referenced RFP documents. Receipt of this addendum six is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda Form" and including it in the Pricing Proposal (if invited).

1. Attached to this Addendum 6 is the Questions Response Log. All questions received shall be provided in this format.
2. The following is incorporated into Part B of the RFP:

An MBE is defined by the College as follow: A Minority Business Enterprise (MBE) is any legal entity, other than a joint venture, organized to engage in commercial transactions which is at least 51% owned and controlled by one or more minority persons (African Americans, Hispanics, American Indians, Asians, women and the physically or mentally disabled), or a non-profit entity organized to promote the interest of the physically or mentally disabled.

Although State certification is not required, Contractors shall be required to provide adequate proof that each MBE proposed/utilized meets the College's requirement/status and be required to execute the College's MBE Affidavit or other execute/provide other required documents determined by the College, at a later date.

Contractors/Subcontractors that are not certified by the Maryland Department of Transportation (MDOT), are encouraged to initiate certification as soon as possible. For more information on the State's MBE program or questions related to certification, please contact MDOT's Office of Minority Business Enterprise/Equal Opportunity, telephone 800-544-6056 or view the MDOT website: <http://www.mdot.state.md.us/mbe/index.html>.

3. The College has determined Oral Presentation/Interviews shall not be held as projected in the Solicitation Schedule. Pre-Qualified Firms invited to the Price Proposal, Part B will be notified on or Before January 23, 2020, per Addendum 5.

End of Addendum 6 dated 01/17/2020

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA FORM

RFP NO.: 20-06

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

DUE DATE FOR PART B PRICE PROPOSALS: February 7, 2020

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. <u> 1 </u>	dated <u>12-2-2019</u>
Addendum No. <u> 2 </u>	dated <u>12-6-2019</u>
Addendum No. <u> 3 </u>	dated <u>12-16-2019</u>
Addendum No. <u> 4 </u>	dated <u>12-17-2019</u>
Addendum No. <u> 5 </u>	dated <u>01-15-2020</u>
Addendum No. <u> 6 </u>	dated <u>01-17-2020</u>

As stated in the RFP documents, this form is included in our Price Proposal, if invited to submit.

Signature

Name Printed

Title

Date

END OF FORM

No.	Addendum No.	Solicitation Section/Reference	Questions/Modifications	PGCC Response
1	6		Is a prequalified contractor required to submit a price proposal for every project offered?	As projects arises and services are needed. The “pre-qualified contractors” shall be given an opportunity to provide a proposal specific to the project.
2	56	Page 3/62 Section III B.b	Was this intended to be the NTP for preconstruction’?	This date denotes the start of both CMAR Preconstruction and Construction Services. Package 1 construction activities are currently scheduled to begin mid-March 2020, upon Board Approval and execution of the Contract.
2.5	6	SECTION III General PROVISIONS	MODIFICATION TO B. SCHEDULE b. and to all references to the NTP in the RFP.	The NTP Date is replaced: The NTP for the Pre-Construction and Construction Phase is expected to be: March 20, 2020
3	6	Page 3/62	Is it intended that all phases of the \$87.5 million Marlboro Hall project will be completed in 125 weeks?	Yes, the College is scheduling classes in the new Marlboro Hall for the Fall Semester of the 2022-2023 Academic Calendar Year. Full building occupancy shall occur the first week of August 2022.
4	6	Pages 6 – 10	Please confirm if the plans are to have multiple GMPs or a single GMP at the completion of the design phase?	Multiple GMP’s have been assumed. The College anticipates a Final GMP at the completion of the Construction Document Phase. The Final GMP will comprise of each GMP prepared for each early package scope of work added to the GMP that will cover the remaining scope of work.
5	6	Page 6	Please provide a design phase schedule so we have a better understanding of the scope of work over the design phase timeline of 7 months?	The College anticipates completion of the Design Development Phase in mid-February. The CMAR will commence preconstruction activities at the beginning of the Construction Documents Phase which is anticipated to cover the 7-month time period to completion of the documents (March/April 2020 to September 2020). During this time period the CMAR will be engaged in the development of the additional packages noted on page 6, 1.1, for a seamless flow of construction activities as defined.

6		Page 6, 1.1	The CM selection is not expected until early February. What is the current construction schedule for this project?	The College anticipates construction activities to commence mid-March 2020 with the following schedule considerations: Package 1 –Mid-April 2020 to June 2020, Package 2 – Early May 2020 to July 2020, Package 3 – June 2020 to August 2020, Package 4 – July 2020 to September 2020, Package 5 – August 2020 to January 2021, Package 6 – October 2020 to February 2022 (Substantial Completion) NOTE: Anticipated packages noted may be combined or additional packages may be added during the development of the Construction Documents at the discretion of the CMAR and with College approval.
7	6	Pages 7/8	Please provide a design phase schedule noting when Architect is to be completed with various design phase documents?	See Question 5 Above
8	6	Page 9, 1.2.6	Is this project intended to have a single or multiple GMPs?	See Question 4 Above
9	6	Page 10	This is a very, very tight turnaround. Typically, we allow trade contractors 3 weeks to bid the construction packages, we then scope the two low bids for each package, level the bids and then make recommendation of award – all of this is transparent with PGCC, but would typically take 6 weeks.	The College has anticipated that once the Construction Documents phase is 100% complete, the CMAR would have priced the majority of the project within the various early packages scope of work and concurrent with the development of the remaining scope of work. The College will work with the CMAR during the completion of the final GMP and will allocate appropriate additional time as needed beyond the stipulated 30 days. The timeliness of the final GMP is necessary for Maryland agency approvals.
10	6	Page 12, 2	When will design documents be completed and ready to bid? What is the actual construction phase NTP date. Is the 28 months for all phases, or just the new building addition phase? When is the renovation of the existing building to occur?	This project is not a Design/Bid/Build process project. The various packages noted will be completed at various time allowing for seamless construction activities. The College anticipates issuing the NTP to the awarded CMAR to commence construction activities early/mid-March 2020 and preconstruction activities as defined on page 3, Section III, B.b. The 28 months cover all phases of construction and preconstruction activities.

11		Intentionally left blank		
12	6	Section IA; 3.4.1, pg. 3	Is the 25% MBE goal only applicable at the subcontractor level or does it apply at the CMAR level?	<p>The MBE goal can be achieved by the Prime or the Prime’s Sub-contractors. If the MBE Goal is achieved by the Prime and/or the Subcontractors, the Prime/Subcontractors must meet the College’s MBE Definition, provided below.</p> <p>An MBE is defined by the College as follow: <u>A Minority Business Enterprise (MBE) is any legal entity, other than a joint venture, organized to engage in commercial transactions which is at least 51% owned and controlled by one or more minority persons (African Americans, Hispanics, American Indians, Asians, women and the physically or mentally disabled), or a non-profit entity organized to promote the interest of the physically or mentally disabled.</u></p> <p>Although State certification is not required, Contractors shall be required to provide adequate proof that each MBE proposed/utilized meets the College’s requirement/status and be required to execute the College’s MBE Affidavit or other execute/provide other required documents determined by the College, at a later date.</p> <p>Contractors/Subcontractors that are not certified by the Maryland Department of Transportation (MDOT), are encouraged to initiate certification as soon as possible. For more information on the State’s MBE program or questions related to certification, please contact MDOT’s Office of Minority Business Enterprise/Equal Opportunity, telephone 800-544-6056 or view the MDOT website: http://www.mdot.state.md.us/mbc/index.html.</p>

13	6	Sect V, pg. 4	Please confirm if there is a set percentage that should be carried in the construction budget for construction contingency. We assume a design contingency is being carried by the College as the design team is contracted with the College directly.	The College typically carry approximately 5% of the total construction cost. Due to the value of the Marlboro Hall project it may be reduced to 4%.
14	6	Section 1.1; pg. 6	Please confirm when the award / NTP for CMAR preconstruction services will be issued. Also, if demolition and abatement activities are to commence no later than 2/25/20, has Design Package 1 been submitted for permit? If so, is there a projected date for securing this permit?	See Question # 2. Pre-Construction and Construction phases shall commence concurrently.
15	6	Section 1.2.5, pg. 8	<p>a. Can the budgeting cycles for each level of design documents be adjusted to reflect the following:</p> <ul style="list-style-type: none"> i. 100% DD Set – within three (3) weeks of receipt by CMAR. ii. 50% CD Set – within three (3) weeks of receipt by CMAR. iii. 75% CD Set – within three (3) weeks of receipt by CMAR. iv. 95% CD Set – within four (4) weeks of receipt by CMAR. v. 100% CD (GMP) Set – within five (5) weeks of receipt by CMAR. 	<ul style="list-style-type: none"> a. Yes. However, the occupancy date of August 2022 is not adversely impacted. b. This is dependent of the trades/disciplines of work required and project plans.

			b.Also, will there be multiple sets issued for each package (i.e. 5 sets for Package 1)?	
16	6	Section 1.2.5, pg 9	Who identifies the alternates for trade packages? At what level of design documents will they be listed and will they change at each level of design documents?	The College and its partner, stakeholders shall all contribute to the need of alternates. Alternates, if determined is a collective determination based on the College's budgetary constraints.
17	6	Section 1.2.6, pg. 10	First paragraph states billing rates should be listed in response to the RFP. There is not a section for these rates listed in the Bid Form, only a lump sum for GC's. Please confirm that rates for personnel are to be listed and provide a form / table to list said rates with our RFP response	Proposers are to use the provided forms in Part B. Proposers are to include the billing rates as applicable to the phase. The Proposer shall also include the "itemized service" rate/fee in the Pre-Construction Services. As noted in Question 2, Pre-Construction and Construction shall commence concurrently.
18	6	Section 1.2.6, pg. 10	Please confirm that the GMP is to be submitted within thirty (30) <u>business</u> days of receipt of the 100% CD set	See Response to Question 9.
19	6	Section 2, pg. 12	Please provide a scope of work for vendors that will be procured and contracted by the College that the CMAR will have to coordinate with. We assume that owner vendors scope and cost will be excluded from CMAR's budget / GMP (i.e. OIT, FF&E, etc.).	The College does not have preferred vendors. The College will collaborate with the selected CMAR to determine required vendors. However, typically the College procures partially from MCE for FF&E. Additionally, at a later date, the College may deem vendors "preferred" due to the existing contracts, for example Siemens (HVAC- Monitoring and Controls), Redhawk (Fire Alarm), Stanley (Security). Fixed FF&E shall be included in the GMP.
20	6	Section 2.5, pg. 15	Please provide a list of College preferred vendors that we should solicit for pricing.	See Question 19.
21	6	Section 2.7, pg. 16	Should we include cost for construction cameras and monitoring service GC's or in trade costs?	Proposers are to include in the GC's costs.
22	6	Preconstruction Services Matrix Costs/Fee, pgs. 21 – 22	It appears that we are to provide totals of each column in the bottom row of the table. One column is labeled for allowances but it is blank. Are their	Proposers are to include allowances, as applicable or as the Proposers believes is necessary to address possible assumptions, etc. for any of the services for both the Pre-Construction and Construction phase. Currently,

			owner allowances that should be included on the Preconstruction Services Matrix Costs/Fees as this column is blank?	the College has not identified necessary owner allowances.
23	6	Section 6.0, pg 24	Accounting Records, are there additional fees we may need to include to cover this or is it standard practice?	This is standard practice and is required. Proposers shall not include any costs associated with this requirement.
24	6	Section 7.0, pg. 24	Please provide the document that the CMAR should utilize for the Maintenance Bond.	The College shall issue the Maintenance Bond at a later date, if required by the College.
25	6	MBE Participation Schedule, pgs. 52 – 53	It is stated that the CMAR is to submit completed MBE Participation forms with our Price Proposal. However, we are not bidding the documents to the subcontractor market at this phase so we cannot list subcontractors that have yet to be solicited. We will meet the 25% MBE participation goal the College has set forth and want to be responsive. Please advise.	Proposers are to include in their proposal the MBE Participation Schedule (Page 52 of the RFP) and Utilization Affidavit (page 50 of the RFP) by completing the committed goal percentage. The College recognizes Proposers will not be able to list the MBE subcontractors/firms at this time.
26	6		The schedule does not seem feasible regarding Package 1. It states construction is to start on Package 1 on February 21, 2020 however, we are not expected to have a Contract Execution/BOT Approval for Marlboro Hall until February 13, 2020. This only leaves us 8 calendar to bid the Package 1, perform scope reviews, create a GMP for Package 1, submit the GMP for Package 1 for Owner Approval, execute subcontracts, obtain and review submittals (should be minimal for Package 1), mobilize and start construction etc. let alone allow any time for Preconstruction services. Are we to perform any Constructability Reviews, budgeting etc. on Package 1 prior to putting it out to bid? Please review and clarify	See Question 2 regarding the modification of the NTP date. The College anticipates the NTP will be issued on March 20, 2020. The CMAR will have approx. 3 weeks to perform onsite mobilization prior to the commencement of Package 1, mid-April 2020, which includes the completion of Constructability Review of Package 1 and bidding of Package 1. The CMAR will perform the Constructability Review concurrently with onsite mobilization.
27	6	Section IA – 3.4.1	The MBE goal will be 25%. Contractor shall also have the same MBE goal percentage.” I am confused by the second sentence. Please clarify	The MBE GOAL of 25% is based on the total contract value. The MBE GOAL of 25% is the CMAR’s goal commitment for the entire project for all provided services.

28	6		Is the 25% MBE goal related to preconstruction services or is this for construction services? If for preconstruction services, this is pretty high and not feasible considering most CM's provide all preconstruction services in house. Is the CM proposal being evaluated for MBE participation during the pre-construction phase? Please clarify.	Plases see responses to Questions 12, 25 and 27.
29	6	Part 1.2.2	Please provide the frequency of design meetings per month.	CMAR are to anticipate/plan for weekly meetings during the Pre-Construction phase or approx. 7 months, which shall include approx. 14 in person meetings (at minimum).
30	6	Part 1.2.3	Please provide the frequency of these meetings	See above, Question 29.
31	6	Part 1.2.5	We are to provide cost models within 10 working days after submission of each stage of the documents. This is not feasible especially on a job of this scale. This duration should be at least 20 working days.	Additional days may be possible if the occupancy date of August 2022 is not adversely impacted. Proposers are to ensure CMAR's staffing is adequate and sufficient to meet and perform all of the work the College requires for each phase/package/services leading to the occupancy date.
32	6		Please advise the CM is to provide the GMP proposal within 30 Working Days or 30 Calendar days of issuance of the 100% CD's.	See Response to Question 9.
33	6	1.1	Will there be 6 different sets of documents throughout the project for each stage of design for each package, 6 different estimates through-out design for each package, 6 different pre-bid meetings, 6 separate GMP's, etc.?	See Question 15, b response.
34	6		The RFP states that the Package 1 – Interior Demo and Abatement package is at 95% CD stage and the rest of the documents are at 65% DD stage. Will the Design Team begin to separate each of the remaining 5 Packages into separate deliverables? Therefore, requiring the schedule to include all 6 Packages separately?	Upon the issuance of the NTP, the selected CMAR shall work with the College and A/E to identify project requirements for each identified package to determine what Construction Documents are required for each package. CMAR shall also determine if the packages will be combined or additional packages is required to align with the construction schedule.

35	6	Page 10 of 62	Page 10 of 62 states all pre-construction phase printing and delivered shall be included in the CMAR Pre-con fee. Please confirm this is just for the CM's distribution of documents to our bidders, not that the CM is responsible for printing and delivering documents for all stages of the design to the Owner, etc.	The College shall require the CMAR to provide the printing and delivery of all pre-construction documents. This service may be required for all stages of the design to the Owner.
36	6		Please confirm that the Design Team will provide the Revit Files necessary for the CM to create the BIM model and perform coordination	Yes. The A/E will provide the Revit Files.
37	6		Will there also be a Design Contingency included in the project and will that be in addition to the \$87.5M Project Construction Costs?	There is a design contingency, separate from the \$87.5M.
39	6		If there is a separate Design Contingency, please describe what will be attributed to the CM-GMP contingency and what will be attributed to the Design Contingency.	See Response to Question 13.
40	6		Please confirm we will have 15 working days for the preliminary CPM schedule per part 2.3.	The College shall require the CMAR to provide the CPM consistent with the timeframes submitted during the Pre-Con. Phase. Also, see page 14 of Part B, paragraph 3.
41	6	Part 2.5	There is a "GMP Savings" section elsewhere in the RFP but we cannot find that. Please advise	'GMP Savings' is the same section.
42	6	Part 2.7	Web Based Photographic Documentation – is this to be part of the General Conditions Non-Personnel Reimbursable Expense?	See Response to Question 21.
43	6	Part 2.10	Part 2.10 references a minimal review time of three weeks per submittal. Please review this duration as typically we see 2 weeks and even that duration seems to drag out longer in most cases.	The College anticipates 3 weeks may be required for any given submittal depending on the complexity of the submittal and the review process required by the various reviewing parties. However, the College also anticipates there will be a review period less than 2 weeks for less complex submittals.

44	6		The Pre-Construction Service Matrix Cost/Fee only lists one "Early Package" fee. Is this the Package 1 – Interior Demo and Abatement Package? Are all other packages going to be submitted, reviewed, budgeted, etc. concurrently?	No. The Packages will be reviewed as they are developed they will not be reviewed concurrently. However, it is the CMAR's responsibility to ensure all packages are seamlessly integrated into the construction activities defined in the construction schedule.
45	6		There is an "Allowance" Column on the Pre-Construction Services Matrix Cost/Fee form. What is this to be used for?	See Response to Question 22.
46	6		The first line item #7 on the Pre-Construction Service Matrix Cost/Fee form states there are 5 Packages. It looks as though there are 6 per the RFP. Please confirm	The project in its entirety is divided into 6 proposed packages/phases of work. The Pre-Construction/Construction Service Matrix includes services the College has identified as needed services. However, it is not specially formatted for the 6 proposed packages outlined on page 6 of the RFP. The Matrix was designed to allow Proposers to modify, as needed. Proposers are to include any services not represented/listed in your firm's submitted matrix that your firm believes is required per the 6 packages on page 6.
47	6		The numbering on the Pre-Construction Service Matrix Cost/Fee seems to be out of sequence. There are two line item #7.	Proposers are to correct and number the sequencing as needed.
48	6		Are the Pre-Construction Services Matrix Cost/Fee and the General Conditions forms available in the original excel file?	The College will provide the Matrix in Excel /Word format for ease of use.
49	6	line items 4 and 5 on page 40.	Please provide requirements for Owners trailer, equipment and supplies to be included in GCs.	Proposers are to include a Trailer Fee as an alternate fee within the Proposer's GC's fee, if deemed required by the College.
50	6		Please advise if the Owner is hiring a 3 rd Party Testing and Inspection Agency and Commissioning Agent or if the CM is to provide as part of our GCs?	Typically, the College directly hired the Third Party Testing and Inspection, and Commissioning Agents. However, Proposers are to include in your proposal an alternate fee for providing these services. The College may elect to have the CMAR provide these services. The College reserves its right to approve the CMAR selected third party testing and inspection and commission agent.

51	6	The staffing plan	The staffing plan states that the preconstruction phase is 12 months however, elsewhere in the RFP it states we are to receive an NTP in February and design is to be complete in August. Please clarify.	The Staffing Plan matrix is a generic form for Proposers to modify, as needed.
52	6		Under the preconstruction phase on the staffing plan, it has a column called "GMP Phase". Shouldn't this read "Pre-Construction Phase"?	The Staffing Plan matrix is a generic form for Proposers to complete to reflect the staffing fees for Pre-Con., Construction costs to include the GMP phase percentage projections. Proposers are to provide 2 staffing plans one for Pre-Construction and the second for Construction. Proposers are to modify as needed per your firm's proposal and the RFP requirements to ensure occupancy in Aug. 2022.
53	6	The staffing plan	Are the percentages on the Staffing plan requirements or are we to fill these out as we see fit? Many items don't make sense. For example, it shows the cost estimator as only being utilized for 15% of Pre-Construction. Typically, pre-construction is the time when the cost estimator is most involved. It shows the cost estimator as being utilized for 5% in month one of the Construction phase and 100% for the rest of the listed phases. This is not typical. Please clarify.	See above, Response to Question 52.
54	6	The staffing plan	Are the personnel listed on the Staffing Plan required personnel or can we change as we see fit?	The Staffing Plan matrix is a generic form for Proposers to modify, as needed.
55	6		Are we to add columns for each month of the construction phase on the Staffing plan? It currently only shows months 1-3 and two close out months. Can we modify the columns as we see fit.	The Staffing Plan matrix is a generic form for Proposers to modify, as needed.

End of Addendum 6