

January 6, 2023

TO: All Prospective Proposers

FROM: Joseph Lee
Senior Buyer
University of Maryland Baltimore, Construction and Facilities Strategic Acquisitions

RE: **ADDENDUM #1**
NAME OF PROJECT: ON CALL MINOR ELECTRICAL SERVICE
RFP: 91066 JL

The following amends the above referenced solicitation documents and is issued as Addendum #1 dated 1/6/2023. The due date and time for the **Initial Technical Proposal** remains **Friday January 20, 2023 on or before 2:00 p.m. Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda” form and including it with your Technical Proposal.**

1. The University is providing responses to questions received as of 1/5/2023.

1.1 Can you clarify how the proposer should “ **provide firm’s annual sales volume**” ? What are the options to provide?

UMB RESPONSE: Refer to addendum #1.

1.2 Key Personnel – a) the PM has been designated however (3) Field superintendents names may change based on the outcome of the award. Should names still be identified?

UMB RESPONSE: Yes, refer to RFP91066 JL, page 16, Technical Proposal Submittal, 2.6 Key Personnel and Reference, “By submitting the names for consideration under this Key Personnel Section, the Proposer is committing these people (Project Managers & Field Superintendents/Working Foremen) to UMB for this contract’s duration. No personnel changes will be permitted without written authorization from the University via a contract amendment issued by UMB's CFSA Office”.

1.3 Key Personnel Form – should project experience be added directly to the form?

UMB RESPONSE: Yes.

2. RFP91066 JL Attachment A, Technical Proposal Forms **ADD: “Annual Sales Form”** See EXHIBIT I.

END OF ADDENDUM #1 DATED 1/6/2023

Enclosed: Addenda Acknowledgment Form

RFP NO.: 91066 JL

RFP FOR: ON CALL MINOR ELECTRICAL SERVICE

TECHNICAL PROPOSAL DUE DATE/TIME: Friday, January 20, 2023, on or before 2:00 p.m.

NAME OF PROPOSER: _____

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. 1 dated 1/6/2023

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda” form and including it with your Technical Proposal.

Signature: _____

Printed Name: _____

Title: _____

Date: _____

ON CALL MINOR ELECTRICAL SERVICE
RFP91066 JL
Annual Sales

PROPOSING FIRM: _____

YEAR	SALES VOLUME*	# OF PROJECTS	% OF ELECTRICAL MAINTENACE
<u>2022</u>	\$ _____	_____	_____
<u>2021</u>	\$ _____	_____	_____
<u>2020</u>	\$ _____	_____	_____
<u>2019</u>	\$ _____	_____	_____

*The above sales volume and completed project figures are to reflect the sales data for the **local office** that will manage this contract, not the parent company: