

January 28, 2025

TO: All Prospective Proposers

FROM: Daryl Moore
Senior Buyer
University of Maryland Baltimore, Construction and Facilities Strategic Acquisitions

RE: **ADDENDUM #1**
NAME OF PROJECT: ELEVATOR MAINTENANCE
RFP: 91166DM

The following amends the above referenced solicitation documents and is issued as Addendum #1 dated 1/28/2025 is issued to all Prospective Proposers. 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.

REQUEST FOR PROPOSAL Documents, Section 00100 – INSTRUCTIONS TO PROPOSER, I. INSTRUCTIONS TO PROPOSERS FOR THE MAINTENANCE CONTRACT

ADD: "G. MINORITY BUSINESS ENTERPRISE (MBE)

There is no Minority Business Enterprise (MBE) goal or associated sub-goals for the master contract(s) resulting from this solicitation. Instead, MBE participation will be determined per task order.

For task orders exceeding \$200,000, an overall MBE subcontractor participation goal, along with any applicable subgoals, may be established. For projects under \$200,000, the University reserves the right to set MBE participation goals at its discretion.

Contractors will be required to complete the MBE forms provided with each task order. Additionally, Contractors are encouraged to engage a diverse group of subcontractors and suppliers across various MBE classifications to meet any potential goals established at the task order level."

The University is providing responses to these questions received as of date 1/28/2025:

1. **Question:** Please define any MBE requirements.

Answer: There is no Minority Business Enterprise (MBE) goal or associated sub-goals for the master contract(s) resulting from this solicitation. Instead, MBE participation will be determined per task order.

For task orders exceeding \$200,000, an overall MBE subcontractor participation goal, along with any applicable subgoals, may be established. For projects under \$200,000, the University reserves the right to set MBE participation goals at its discretion.

Contractors will be required to complete the MBE forms provided with each task order. Additionally, Contractors are encouraged to engage a diverse group of subcontractors and suppliers across various MBE classifications to meet any potential goals established at the task order level.

2. **Question:** Please advise what percentage mark-up is allowable for materials, shipping, overhead on all parts outside of regular maintenance items

Answer: This information will be provided in the Addendum to shortlisted firms requesting to submit price proposal.

END OF ADDENDUM #1 DATED 1/28/2025

Enclosed: Addenda Acknowledgment Form

RFP: 91166DM

RFP FOR: ELEVATOR MAINTENANCE

TECHNICAL PROPOSAL DUE DATE/TIME: Thursday, February 6, 2025, 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 1/28/2025

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Addendum No. _____ dated _____

Signature: _____

Printed Name: _____

Title: _____

Date: _____