

January 16, 2024

TO: All Prospective Proposers

FROM: Wesley Gordon  
Lead Contracting Specialist  
University of Maryland Baltimore, Construction and Facilities Strategic Acquisitions

RE: **ADDENDUM #3**  
**NAME OF PROJECT: ON-CALL ELECTRICAL SERVICES**  
**RFP: 91099 WG**

The following amends the above referenced solicitation documents and is issued as Addendum #3 dated 1/16/2024. The due date and time for the **Initial Technical Proposal remains Tuesday, January 30, 2024 on or before 5:00 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.

**Modification to the Solicitation:**

1. Solicitation Section 00200 2.4 Key Personnel at the end of the third paragraph **ADD:**  
**"The Field Superintendent must submit a journeyman or Master Electrician License with Key Personnel Form."**
2. Revised 1/8/2024 Attachment A Technical Proposal Forms - Key Personnel Form under Field Superintendent/Foreman (3) **ADD: "The Field Superintendent must submit a journeyman or Master Electrician License with Key Personnel Form."**
3. The University is providing responses to questions received as of 1/5/2024, 1/9/2024 & 1/11/2024

END OF ADDENDUM #3 DATED 1/16/2024

Enclosed: Addenda Acknowledgment Form  
Solicitation Questions and Responses

**RFP NO.: 19-312 WG**

**RFP FOR: ON-CALL ELECTRICAL SERVICES**

**TECHNICAL PROPOSAL DUE DATE/TIME: Tuesday, January 30, 2024 on or before 5:00 p.m.**

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

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

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

Addendum No. 1 dated 1/09/2024

Addendum No. 2 dated 1/10/2024

Addendum No. 3 dated 1/16/2024

Addendum No. \_\_\_\_\_ dated \_\_\_\_\_

Signature: \_\_\_\_\_

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

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**ON-CALL ELECTRICAL SERVICES  
SOLICITATION RFP91099WG  
QUESTIONS AND ANSWERS**

ITEM No.:	SOLICITATION DOCUMENT	PAGE #	PARAGRAPH #	QUESTION:	UMB RESPONSE:
1.				Will notes or a transcript of questions and answers be available for those who were unable to attend the Pre-Proposal Conference if any changes to the bid documents were made?	Refer to UMB eBid Board <a href="https://www.umaryland.edu/procurement/ebid-board/">https://www.umaryland.edu/procurement/ebid-board/</a> for all available documents and Addendums pertaining to this Solicitation.
2.				Since multiple contractors will be awarded, will a contractor be considered for an award if they subcontract the Medium Voltage (13.2KV) work?	No.
3.				Would the University consider separating Medium Voltage (13.2KV) and Low Voltage (<600V) into (2) separate contracts?	No.
4.				Do the forms in Attachment A have to be used or can the respondent duplicate information and reply within their branded template? (except for the Affidavit and Addenda Acknowledgement)	Respondents are allowed to duplicate information and respond using their branded template. It is essential to ensure that all details on the form align with the information requested in the solicitation and forms.
5.				Is the 11-point font requirement inclusive of the entire proposal or just section 2.2?	Only applies to just section 2.2 of the proposal.
6.				Can you please provide some clarity regarding section 2.4 Key Personnel and Reference? Can two different key personnel use the same key personnel project experience? Is the RFP stating that it can be done but the project reference contact person must be different?	Yes, two different key personnel can use the same key personnel project experience, the project reference contact person can be the same.

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7.				For Key personnel in attachment A, is it permissible to have one individual manage the overall contract, (manage all UMB communications, RFP's, estimates, billings) and assign project managers as needed when projects are awarded? The P.M.'s will coordinate all project specific work (material submittals, field activities, UMB coordination, project reports, etc.). If allowed, we will submit a Key Personnel form for every project manager we intend to use for this contract.	Refer to Section 00200 Technical Proposal Submittal, Section 2.4 Key Personnel References and Addendum 1 for the Key Personnel roles and responsibilities.
8.	N/A	N/A	N/A	Is there a standard wage determination for this RFP?	No. This Electrical Services contract is for Maintenance. Davis Bacon and Prevailing Wage does not apply to maintenance projects.
9.	RFP 91099 WG On Call Electrical Services	18	1.2	Section 1.20 states that there are no MBE requirements for this RFP. However, Attachment H was provided and Section 20 refers to Attachment H for the MBE requirements. Can you please verify that there are no MBE requirements for this RFP?	There is no MBE goal set at the contract level. MBE goals will be set on each Task Orders issued under the On-Call contract.
10.	Attachment A Technical Proposal Documents	4, 5	N/A	Due to the proprietary financial and customer/project information being requested in bidder's response, and considering we are privately owned company, is UMB willing to enter into a mutual NDA with bidders?	No.

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11.	RFP 91099 WG On Call Electrical Services	3	Table of Contents	Page 3 of the Table of Contents lists <b>Attachment I Procurement Terms and Conditions</b> , but the Attachment I is included in the bid documents are the Solicitation Terms and Conditions for Construction / Maintenance Projects. Are their additional Procurement Terms and Conditions, other than UMB's 'UMB Maintenance General Terms and Conditions December 2020' document that apply to this procurement? Please clarify.	Yes, University System of Maryland (USM), Policies and Procedures. Refer to UMB Maintenance General Terms and Conditions - December 2020 Section 6.15
12.	UMB Maintenance General Terms and Conditions December 2020	12	2.06, 7 b., c.,	Contract Documents, Order of precedence, lists b) Supplementary and c) General Conditions -appear to be missing from the bid docs published. Please clarify if the 'UMB Maintenance General Terms and Coniditions' are the 'general conditions' and if the 'RFP 91099 WG On Call Electrical Services' doc are the Supplimentary Condition. If not, please provide copies of the Supplementary and General Conditions for bidders review.	Yes, UMB Maintenance General Terms and Conditions - December 2020 are General Conditions.
13.	RFP 91099 WG On Call Electrical Services	18	1.19	Section 1.19 Safety, references UMB safety standar and outoage protocol. Is this document available for bidders review?	Refer to Addendum 2

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14.	UMB Maintenance General Terms and Conditions December 2020	31	6.15, A	Section 6.15 Disputes states the Contract is subject to USM Procurement Policies and Procedures; however, these Policies and Procedures are not included with the bid documents nor is there a link to review these via the University's website. As such, may the University please provide these in a document or provide access via a weblink for bidders review?	Refer to <a href="https://www.usmd.edu/usm/procurement/procedures.html">https://www.usmd.edu/usm/procurement/procedures.html</a>
15.	RFP 91099 WG On Call Electrical Services	16	1.18	Will mark-up be allowed for materials, subcontractors, and/or rental equipment?	Yes, this will be addressed in the Pricing section of the Solicitation process.
16.	UMB Maintenance General Terms and Conditions December 2020	43, 44	7.13	Can you please define how liquidated damages will be applied to this contract?	Refer to UMB Maintenance General Terms and Conditions - December 2020
17.	Attachment A Technical Proposal Documents	7, 8	N/A	The Firm Experience Form requests that the proposer provide an "overall description of roof replacement work involving copper roofing, flashing, carpentry, masonry and painting" and that the proposer "describe the similarities of this project to the Davidge Hall roof replacement at UMB." Can you please clarify how these requirements are related to this electrical maintenance bid?	Refer to revised Attachment A Forms issued in Addendum 1.

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18.	Attachment A Technical Proposal Documents	All	N/A	For the technical proposal, may bidders retain the structure of provided tables and reformat them as long as they contain the same information?	Yes.
19.	Attachment A Technical Proposal Documents	All	N/A	For the technical proposal, may bidders reformat the provided forms as long as they contain the same information in the same order?	Yes.
20.	UMB Maintenance General Terms and Conditions December 2020	19	4.14	Section 4.14 discusses Contractors being responsible for parking costs in designated parking facilities. Are there parking passes available for Contractors purchase, and if so, what is the cost of annual parking passes?	UMB Parking & Transportation Services does provide monthly parking to contractors. Parking & Transportation Services only invoice contractors and not individual's and we do not have a self pay option at this time. In order for a contractor to receive parking on campus, we will need to know: Company Name Point of Contact Address, phone etc To set up an account. Then we will need an application for each contractor that needs parking. Parking & Transportation Services does limit the location and the number of spaces provided. The cost is currently \$140.00 per month, per parker.

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21.	RFP 91099 WG On Call Electrical Services	11	1.8	Please confirm that the Project Manager is not required to hold an active master's license in the state of MD.	Correct. The Field Superintendent must submit a journeyman or Master Electrician License with Key Personnel Form. Refer to Addendum 3.
22.	UMB Maintenance General Terms and Conditions December 2020	6	2.03	Section 2.03 discusses Performance & Payment Bonds; please clarify if these bonds will be required for specific individual projects exceeding \$100K or if Performance & Payment Bonds are required for the overall support of the Contract?	Refer to Addendum 1.
23.	UMB Maintenance General Terms and Conditions December 2020 and RFP 91099 WG On Call Electrical Services	6	2.04	Section 2.04 discusses discusses 'bid bonds' and 'bid security'. Attachment B list Bid Bond. Is there a bid bond required with bidders' Technical Submittal or during Pricing Submittal? Please clarify as no Bid Bond form appears to be included in Attachment B of the RFP.	Bid Bond is not required with Technical Proposal submittal. Bid Bond will be required with Pricing Proposal submittal based on actual project and once Contract is awarded per Task Orders based on Task Orders dollar amount.
24.	UMB Maintenance General Terms and Conditions December 2020	34	6.21	Will Contractors be reimbursed for the costs of electrical permits?	No.
25.	RFP 91099 WG On Call Electrical Services	18	1.2	Please provide an estimated average % MBE goal for task orders typical to this contract.	The MBE Participation goal percentage will not be known until the task order is provided to the Contractors.



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26.	Attachment A Technical Proposal Documents	N/A	N/A	Will Contractors have a right to refuse to bid task orders as part of the rotational task order management?	Yes.
27.	Attachment A Technical Proposal Documents	N/A	N/A	Will the Contractor have the right to negotiate task order schedules prior to submitting bid packages?	If you referring to the schedule (job completion/period of performance) of the task order, Yes.
28.	Attachment A Technical Proposal Documents	N/A	N/A	Will liquidated damages apply to the days past the scheduled end-date submitted on the Task Order proposal?	Refer to UMB Maintenance General Terms and Conditions - December 2020