

October 13, 2025

TO: All Shortlisted Proposers
FROM: Michael Lacey
Construction and Facilities Strategic Acquisitions

RE: NEW STUDENT SERVICES BUILDING AT UNIVERSITY OF
MARYLAND, BALTIMORE COUNTY
Solicitation #26-310 AE-ML
Addendum #5 dated 10/13/2025

The following information is made available on the above referenced solicitation and is issued as Addendum #5 dated 10/13/2025. The due date and time for the Phase 2 Technical Proposal Submittals remains Tuesday, October 21, 2025, 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 within your Phase 2 Technical Proposal.

1. Page 27, Section 4.2.2 Oral Presentation:

Delete:

- (2) **Proposer Attendees:** Each shortlisted A/E firm will be required to have the following personnel attend:

Principal in Charge,
A/E Project Manager,
A/E Architect/Designer,
Mechanical Engineer,
Electrical Engineer,
Structural Design Engineer,
Site Civil Engineer, and
Cost Estimator

And Replace With:

- (2) **Proposer Attendees:** Each shortlisted A/E firm will be responsible to make their own determination what personnel they want to bring to the oral presentation.

2. Question – To best facilitate a free-flowing interactive charrette, we'd like to tailor the list of design personnel in attendance during the interview so that it is most advantageous to the charrette process and the University's goals. Would the University please remove the requirement that all key personnel listed in Section 4.2.2.A.2 of the RFP attend?

Answer: See #1 above.

3. Question – The Estimated Hours and Level of Effort Excel Worksheet includes six project phases, however, Section 3.2.1.C on page 12 of the RFP lists seven project phases, including Program Verification. Should we add a column for Program Verification on the Excel Worksheet?
Answer: Yes, please add a column for Program Verification on the Excel Worksheet.
4. Question – Would you please share the University’s list of interview attendees to help us best plan an interactive/design charrette?
Answer: The University does not provide an attendee list of University personnel. Expect approximately 10 to 14 people to attend from the University side.
5. Question – What is the approximate number of Committee Members participating in the Oral Presentation and Charrette so we may design the engagement appropriately?
Answer: See Answer to Question #3; approximately 10 to 14 people from the University side.
6. Question – Regarding the Estimated Hours Excel Worksheet to be submitted, two clarifications:
- Provided Estimated Hours by Phase and Team Member* is total team members hours for that discipline in one cell; for example, hours of all structural engineers anticipated to work on the project, not just the Key Structural Engineer?
Answer: Yes, that is correct.
 - Estimated Level of Effort by Key Personnel* is the anticipated percentage of time for just the Key Personnel or Lead on the project, not for the entire firm?
Answer: Yes, that is correct.
 - Should a column be added to the worksheet to accommodate the Program Verification/Concept Design Phase indicated in the RFP? see attached modified worksheet.
Answer: See Answer #3 above. Yes, please add a column to the Excel Worksheet.
7. Question – We have been looking for two study documents referenced in Prompt ‘B’ highlighted below. We have searched all of the RFP documents, Addenda, Attachments, and Part 2, that have been distributed and cannot find them - are they available? Thank you for your assistance, other teams may need them as well.
B. Utilities and Net Zero: Provide recommendations for equipment and utility systems you envision implementing to achieve a net zero building. Discuss UMBC’s current utilities and how they will be incorporated into your plan to meet the net zero goal for this project. Please review Section 5 Building Performance and Energy Approach of the Part II Facilities Program and the brief Campus Utilities Overview attached to this correspondence to inform your response. Additional information on UMBC campus utilities can be found in the following reports – Utilities Infrastructure Assessment dated April 2017, **HTHW**

System Study dated November 2024, and the Solar Installation Study dated July 2025.

Answer: The two documents are being added in this Addendum.

8. **Add: Solar Installation Study dated July 2025**
9. **Add: HTHW System Study dated November 2024**

END OF ADENDUM #5

Attachments: Acknowledgement of Receipt of Addenda
Solar Installation Study dated July 2025
HTHW System Study dated November 2024

RFP NO.: 26-310 - AE-ML

RFP FOR: New Student Services Building at the University of Maryland, Baltimore
County

DUE DATE/TIME: Tuesday, October 21, 2025 at 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 8/15/25

Addendum No. 2 dated 8/22/25

Addendum No. 3 dated 10/3/25

Addendum No. 4 dated 10/8/25

Addendum No. 5 dated 10/13/25

Signature _____

Printed Name _____

Title _____

Date _____