

January 8, 2024

TO: Potential Proposers

FROM: Michelle Compton

RE: SOM-HSF III 5<sup>th</sup> & 6<sup>th</sup> Floor Tenant Space Buildouts  
RFP #23-326 MC  
Addendum #1 dated 01/08/2024

The following information is made available on the above referenced solicitation and is issued as Addendum #1 dated 01/08/2024. **The due date and time for the Phase 1 Technical Proposal is Friday, January 12, 2024 at or before 2:00 pm.** Receipt of this addendum is to be acknowledged by completing the enclosed “Acknowledgement of Receipt of Addenda” form and including it within your Portfolio submission.

**Clarifications:**

1. The following language has been added to RFP Section 4 Article 1: Technical Proposal:

Proposers shall allow sufficient time in submitting responses to the RFP to ensure timely receipt by the Issuing Office via the email site ([proc-oncallbids@umaryland.edu](mailto:proc-oncallbids@umaryland.edu)). **Due to file size constraints (25 MB), multiple files may need to be submitted by the Proposer. Any email attachment, or cumulative email attachments, at or exceeding 25 MB in size will not be accepted by the University email system. Proposers are permitted to submit separate email attachments into multiple, clearly labeled, emails.** Proposals or unsolicited amendments to proposals arriving after the due date and time will not be considered.

2. RFP Section 3.2.1 has been amended as follows:

**3.2.1 Project Overview:**

This project includes the complete fit out of the fifth and sixth floors of Health Sciences Facility III (HSF III) totaling approximately 64,500 square feet of space for three research entities; the University of Maryland Greenebaum Comprehensive Cancer Center (UMGCCC), The Kahlert Institute for Addiction Medicine, and the University of Maryland Medicine Institute for Neuroscience Discovery (UM-MIND). The fifth floor consists of approximately 34,500 sf of space dedicated to laboratory research and supporting administrative functions for the UMGCC and Kahlert Institute while the sixth floor consists of approximately 30,000 square feet of space dedicated to laboratory research and supporting administrative functions for UM-MIND. Each floor will be built to suit the spatial needs of the research

entities while generally conforming to the standardized plan arrangement and laboratory/laboratory support/office ratios of the existing HSF III building. **In addition, this project includes the renovation and enlargement the Cesium Irradiator Room (L122) to serve as the location for the Gladwin's Laboratory's Bruker EPR Spectrometer (ER075 w/ 9.5" Electromagnet). The existing north south wall will be extended to the wall along column line D. The entire room will be at Elevation 43'-0", with an infill slab to be constructed at the portion of the room that was formerly part of Future Bio-Bank (L151). Use existing door and hardware, extend existing room's finishes, expand MEP to support the programmatic requirements for the room and the equipment.**

In addition, other objectives that must be addressed by this project include but are not limited to include:

- The building will remain occupied and must maintain uninterrupted functionality throughout the duration of this project.
- All systems must be designed to ensure continuous operation without any disruption.
- Coordination shall include multiple UMB stakeholders.

3. The following language has been added to RFP Section 4.1- Phase 1 Technical Proposal:

**4.1.4 Proposers are to include the Addenda Acknowledgement Form with their Phase 1 Technical Proposal Submittal.**

4. RFP Section 4.1.1.III General Information has been amended as follows:

~~In order to be considered responsive, all firms must either agree with or take exception to the Project Costs and Schedule, per Section 3 Article 2. The University considers the project to be feasible at the Project Construction Budget and the Project Time Frames and may disallow any change to them. Firms wishing to argue for higher Project Construction Budget or adjusted Project Time Frames must do so convincingly and provide sufficient evidence to support their argument and include such documentation in the technical proposal envelope; if a proposer does not provide this in his technical proposal, it is understood that he accepts the Project Construction Budget and Project Time Frames.~~

~~The University will make the final determination. In the event the Project Construction Budget and/or Project Time Frames are adjusted, all firms will be notified. In the event the Project Construction Budget and Project Time Frames are not adjusted, all firms arguing for a higher Project Construction Budget and/or adjusted Project Time Frames will be asked to indicate~~

~~whether they wish to withdraw. Firms will neither be rewarded nor penalized in any way for initially arguing with or accepting the Project Construction Budget and Project Time Frames noted in this RFP.~~

~~By submitting a Price proposal, the proposer agrees that the construction of the project (i) shall not exceed the amount of the Project Construction Budget and (ii) can be designed and constructed within the Project Time Frames.~~

5. RFP Section 4.2.1.2 has been amended as follows:

Schedule and Cost assessment (Single A3)

a. Schedule, including procurement.

b. Assessment of the project budget. (We are NOT asking for detailed cost estimate at this point), ~~but~~

**1. In order to be considered responsive, all firms must either agree with or take exception to the Project Costs and Schedule, per Section 3 Article 2.**

**The University considers the project to be feasible at the Project Construction Budget and the Project Time Frames and may disallow any change to them. Firms wishing to advocate for higher Project Construction Budget or adjusted Project Time Frames must provide sufficient information in the technical proposal and interview; failure to do so is acceptance of the Project Construction Budget and Project Time Frames.**

**The University will make the final determination. In the event the Project Construction Budget and/or Project Time Frames are adjusted, all firms will be notified. In the event the Project Construction Budget and Project Time Frames are not adjusted, all firms advocating for a higher Project Construction Budget and/or adjusted Project Time Frames will be asked to indicate whether they wish to withdraw. Firms will neither be rewarded nor penalized in any way for initially arguing with or accepting the Project Construction Budget and Project Time Frames noted in this RFP.**

**By submitting a Price proposal, the proposer agrees that the construction of the project (i) shall not exceed the amount of the Project Construction Budget and (ii) can be designed and constructed within the Project Time Frames.**

c. Cost management techniques.

6. RFP Attachment J section 22.1 has been amended as follows:

1. Establishment of Goal and Subgoals.

An overall MBE subcontractor participation goal of ~~15%~~ **30%** of the total contract dollar amount has been established for this procurement.

~~No subgoals~~ **The following subgoals** have been established for this procurement:

**8% African American Owned**

**11% Women Owned**

Notwithstanding any subgoals established above, the Contractor is encouraged to use a diverse group of subcontractors and suppliers from any/all of the various MBE classifications

**Questions:**

1. Please confirm that proposers are able to provide a cover letter and tabs with our response to the Phase I proposal.  
**Single page 8.5 x 11 coverletter is acceptable. Given this is an electronic submission, there is no need for tabs.**
2. Item 22-1 of Attachment J lists an overall MBE subcontractor participation goal of 15% of the total contract dollar amount. Part 2 of Attachment H lists a 30% requirement with subgoals. Please confirm the goal listed in attachment J should be disregarded.  
**Please refer to Clarification 6.**
3. Can Proposers include resumes not listed in the RFP (PX, PM and Super). We are looking to add a 4th resume as part of our core staff but don't want to exceed the staff listing shown in the RFP.  
**Firms may include additional resumes for proposed team members who will have a material role on the project.**

**END OF ADDENDUM #1 DATED 01/08/2024**

**Enclosed: Addenda Acknowledgment Form ; Pre-Bid Sign -In Sheet**

**RFP NO.:** 23-326 MC

**TORP FOR:** SOM-HSF III 5<sup>th</sup> & 6<sup>th</sup> Tennant Space Buildout

**DUE DATE:** Friday, January 12, 2024, at or before 2:00 PM.

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

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

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

Addendum No. 1 dated 01/08/2024

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

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

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

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

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

Signature \_\_\_\_\_

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

Title \_\_\_\_\_

Date \_\_\_\_\_

Pre Proposal Sign in Sheet  
RFP # 23-326 SOM-HSF III 5<sup>th</sup> & 6<sup>th</sup> Floor Tenant Space Buildout  
4 January 2024

NAME	COMPANY/ ORGANIZATION	EMAIL ADDRESS	PHONE NUMBER
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Christina Blair	UMB		
Jody Latimer	UMB		
Kisha Brown-Tuck	UMB		
Jack Mumma	UMB		
Ann Powell	UMB		
Andrew Persons	Design Collective		
Andrew Lawless	Barton Malow	<a href="mailto:Andy.lawless@bartonmalow.com">Andy.lawless@bartonmalow.com</a>	434-566-3346
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Curtis Dalsimer	Wohlsen	<a href="mailto:cdalsimer@wohlsen.com">cdalsimer@wohlsen.com</a>	410-878-3440

Pre Proposal Sign in Sheet  
RFP # 23-326 SOM-HSF III 5<sup>th</sup> & 6<sup>th</sup> Floor Tenant Space Buildout  
4 January 2024

NAME	COMPANY/ ORGANIZATION	EMAIL ADDRESS	PHONE NUMBER
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