DATE: February 19, 2019

TO: All Prospective Proposers

FROM: Terry Cook
Senior Associate Vice President for Administrative Services

RE: UMBC Campus Utilities Upgrade Project
A/E Solicitation #BC-21129-C
ADDENDUM # 2 dated 2/19/19

The following amends the above referenced solicitation documents. Receipt of this addendum must be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" Form and submitting it along with the Initial Technical Proposal you submit to the University.

A. **A/E Pre-Proposal Meeting Power Point Presentation**: Attached is provided the power point presentation in pdf format from the A/E Pre-Proposal meeting of 2/19/19.

B. **A/E Pre-Proposal Meeting Sign In Sheet**: Attached is provided the sign-in sheet from the A/E Pre-proposal meeting of 2/19/19 which consists of four (4) pages.

END OF ADDENDUM #1 DATED 2/19/19
A/E SOLICITATION NO.: BC-21129-C

INITIAL TECHNICAL PROPOSALS
DUE DATE: Tuesday, 3/12/19, on or before 11:59 pm to the following box site: Technic.9cqdsnwnjufb1dt3x@u.box.com

A/E SOLICITATION FOR: UMBC CAMPUS UTILITIES UPGRADE PROJECT

NAME OF PROPOSER: ___________________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. 1        dated 02/18/19
Addendum No. 2        dated 02/19/19
Addendum No. ____       dated ________
Addendum No. ____       dated ________
Addendum No. ____       dated ________

As stated in this Addendum, this form is to be returned within your Initial Technical Proposal.

________________________________________
Signature

________________________________________
Printed Name

________________________________________
Title

________________________________________
Date

END OF FORM
UMBC CAMPUS UTILITIES UPGRADE PROJECT

A/E SOLICITATION #BC-21129-C

PRE-PROPOSAL MEETING
AND
SITE VISIT

19 FEBRUARY 2019
A/E Solicitation #BC-21129-C

REVIEW OF A/E SOLICITATION
A/E Solicitation #BC-21129-C

A/E SOLICITATION SCHEDULE
## Section 1 – A/E Solicitation Schedule

<table>
<thead>
<tr>
<th>EVENT/ACTIVITY</th>
<th>DAY/DATE</th>
<th>COMMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadlines for Questions</td>
<td>Monday, 3/4/19, noon</td>
<td>Sent to <a href="mailto:tcook@umbc.edu">tcook@umbc.edu</a></td>
</tr>
<tr>
<td>Responses to Questions</td>
<td>Wednesday, 3/6/19</td>
<td>Issued via addendum.</td>
</tr>
<tr>
<td>Initial Technical Proposal Due</td>
<td>Tuesday, 3/12/19, on or before 11:59 p.m.</td>
<td>Submitted to the Issuing Office via Box site at <a href="mailto:Technic.9cqdsnwnf1dt3x@u.box.com">Technic.9cqdsnwnf1dt3x@u.box.com</a></td>
</tr>
<tr>
<td>Date/Time</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Second Phase Technical Proposals</td>
<td>Monday, 4/8/19, on or before 11:59 p.m.</td>
<td>Short listed A/E firms only to Issuing Office via Box site at <a href="mailto:2nd_Tec.xhxeopfmyyr0oy5@u.box.com">2nd_Tec.xhxeopfmyyr0oy5@u.box.com</a></td>
</tr>
<tr>
<td>Interview Sessions</td>
<td>Thursday, 4/11/19, 9-5 pm and Friday, 4/12/19, 9-12</td>
<td>Proposers are advised to set this date aside to avoid any conflicts</td>
</tr>
<tr>
<td>Notification on top ranked firm</td>
<td>Monday, 4/15/19</td>
<td>Scope clarification items from top rated A/E due at noon on Monday, 4/22/19</td>
</tr>
<tr>
<td>A/E Fee Negotiations</td>
<td>05/01/19- 06/04/19</td>
<td>Fee pre-proposal meeting on 4/24/19</td>
</tr>
<tr>
<td>BPW Meeting</td>
<td>July 2019</td>
<td>Actual date is dependent on number of negotiation sessions</td>
</tr>
</tbody>
</table>
Section 2- Summary and Background

• Campus Utility Upgrades Project will be design and constructed in two (2) phases with two (2) bid packages and two (2) awarded Prime Contractors

• Phase 1: Includes the following:
  
  • Replace high temperature hot water (HTHW) generator.
  
  • Replace transformers and switchgear.
  
  • Replace medium voltage electrical feeders.
Section 2- Summary and Background

• **Phase 2**: Includes the following:
  
  • Upgrade emergency generator system.
  
  • Repair deterioration in utility tunnels, including structural, mechanical, and electrical issues.
  
  • Refurbish domestic water system.
  
  • Replace pedestrian and vehicular lighting.
  
  • Storm Water management improvements including ecological restoration of riparian corridor, landscape conversion, and accessible route with pedestrian lighting to stadium complex.
Section 2 – Summary and Background

• The following information is available to proposers:

  • Solicitation document #BC-21129-C, any addenda and responses to questions.

  • The UMBC Utilities Upgrade Part I and Part II Facility Program dated June 2018 on the identified Box site.

  • *Addendum #1 was issued on 2/18/19* with clarifications to the Facility Program documents.


  • Additional UMBC documents are provided on the identified Box site for proposers’ information and use.
Section 3- Definitions

• Definitions of terms are provided.

• These definitions apply to this A/E procurement
Section 4 - A/E Scope of Work

• The A/E will be obligated to design the project to the specified Project Construction Costs [=Design to Dollar (DTD) amount].

• The DTD amount is $14M.
Section 4 - A/E Scope of Work – Two Phases

• **Phase 1:** Includes HTHW generator replacement, building transformer replacements, electrical feeder replacements, secondary electrical switchgear replacement and emergency power system upgrades.

• **Phase 2:** Storm Water Management improvements inclusive of an accessible route from Hilltop Circle to Stadium Complex, Exterior Lighting Replacements, Domestic Water system refurbishment and Utility Tunnel Repairs.
Section 4 - A/E Scope of Work
Design Time Frames – Phase 1

- **Design Phase** (SD through CDs): Twenty-six (26) weeks to include the following (University will also contract with a Construction professional for cost estimating and VE services):
  
  - 3 weeks at 100% DD for design review, cost estimate preparation and reconciliation and VE session;
  - 2 weeks at 50% CD for design review, cost estimate preparation and reconciliation
  - 1 week at 95% CD for design review.
  - 1 week at 100% CD for back-check by the University.
Section 4 - A/E Scope of Work
Design Time Frames – Phase 1

• **Bidding Phase:** Thirteen (13) weeks inclusive of BPW approval (and during this phase, A/E is to provide a conforming set of the Construction Documents inclusive of all addendum).

• **Construction Phase:** Fifty-two (52) weeks from issuance of the Notice to Proceed for construction
Section 4 - A/E Scope of Work
Design Time Frames – Phase 2

- **Design Phase** (SD through CDs): Fifty-six (56) weeks to include the following (University will also contract with a Construction professional for cost estimating and VE services):
  - 3 weeks at 100% SD for design review
  - 3 weeks at 100% DD for design review, cost estimate preparation and reconciliation and VE session;
  - 3 weeks at 50% CD for design review, cost estimate preparation and reconciliation, and VE session
  - 2 weeks at 95% CD for design review.
  - 2 week at 100% CD for design review
Section 4 - A/E Scope of Work
Design Time Frames – Phase 2

• **Bidding Phase**: Thirteen (13) weeks inclusive of BPW approval (and during this phase, A/E is to provide a conforming set of the Construction Documents inclusive of all addendum).

• **Construction Phase**: Sixty (60) weeks from issuance of the Notice to Proceed for construction
Section 5- Instructions to Proposers

• The A/E team is to include:
  • Prime A/E (Design Team Lead)
  • Civil Engineer
  • Mechanical Engineer
  • Electrical Engineer
  • Structural Engineer
  • Landscape Architect
  • Hydrologist/Water Resources Engineer
  • Cost Estimator

Note: Given the nature of this project, the University prefers that the prime A/E (Design Team Lead) is an engineering firm.
Section 5-Instructions to Proposers

• A/E will be required to provide complete design services for the 6 project phases – Schematic Design through Post Construction Phases.

• The University will be using the Design-Bid-Build (D-B-B) delivery method on this project.
Section 5-Instructions to Proposers

• Issuing Office is UMBC Office of Procurement & Strategic Sourcing.

• All questions are to be directed to Terry Cook at tcook@umbc.edu by date/time indicated in schedule.

• Responses to questions will be posted on UMBC’s ebid board at https://procurement.umbc.edu/bid-board/ Proposers are advised to check this location periodically.
Section 5-Instructions to Proposers

• The link to the A/E standard contract form is provided in the solicitation document.

• The initial contract will be issued through the Schematic Design phase through Bidding for both phases with subsequent amendments for CA and PC phases for each project phase.

• UMBC Procurement will handle and be solely responsible for the contract administration and management of the executed A/E contract.
Section 5- Instructions to Proposers

• MBE participation level for this solicitation is 15% for subconsultants.

• There are no MBE subgoals.

• Only MDOT MBE certification is accepted.

• Note: MBE guidelines for MBE prime self-performance.

• Note: MBE liquidated damages apply based on recent legislation.
Section 5- Instructions to Proposers

- By submitting a proposal, proposing firms are committing to this MBE participation level.

- MBE Attachment C1-1 A (Parts 2 and 3 - MBE Utilization and Fair Solicitation Affidavit & MBE Participation Schedule) **MUST** be submitted with the Initial Technical Proposal or the proposing firm will be deemed “non-responsive and not susceptible for the award” – this is **not curable**.
Section 5- Instructions to Proposers

• Confidential/Proprietary Information – Proposers are to identify those portions of their proposal which they deem confidential, proprietary, or trade secrets.

• It is not sufficient to preface the entire proposal with a proprietary statement.
Section 6 – Initial Technical Proposals

• Due to UMBC’s Office of Procurement and Strategic Sourcing on Tuesday, 3/12/19, on or before 11:59 pm via identified Box site.

• One set in Microsoft Word format (for documents created in word processing format); and,

• One set in PDF format.
A/E Solicitation #BC-21129-C

INITIAL TECHNICAL PROPOSAL SUBMITTAL
SF 330 – Part I

• Section A – Contract Information

• Section B – A/E Point of Contact: Name and contact information

• Section C – Proposed Team: Listing of all of the firms on the A/E team by name, address and role.
SF 330 – Part I (continued)

• Section D – Organizational Chart:

1. **Chart:** To include the following:
   - Each of the Firm’s name, discipline or specialty
   - Each key person’s name, role, discipline or specialty and *office location (city/state)*
   - Managerial relationships among the persons and/or firms

2. Written description of proposed *contractual relationships among the firms* (see specific information about JV firms in the solicitation document)

3. Summary or Matrix of *Prior Working Relationships* among the proposed firms
SF 330 – Part I (continued)

• Section E – Resumes of Proposed Key Personnel:

  – Resumes to be submitted for the requested Key Personnel (10) based on the definitions provided; must be direct employees of the applicable firms.

  – Notes regarding CA Professionals (M/E/P and Civil):

    • Preference that these positions be people involved during the design with higher consideration if this is the case.

    • If the CA Professionals are members of the team in another role, Proposers are to submit an additional resume for the CA role to demonstrate project experience in this role versus the design role.
SF 330 – Part I (continued)

• Section E – Proposed Key Personnel (continued):

  – Resumes shall include all required information on SF330 form: (1) Project name and location, (2) description, (3) delivery method, (4) construction cost, (5) project start and completion date, (6) specific role of the individual and the dates of the individual’s involvement.

Note: By submitting these names for the University’s consideration, the Proposer is committing these people to the University for the Project’s duration. No changes are permitted without written authorization via an amendment to the A/E contract.
SF 330 – Part I (continued)

• Section F – Project Experience for A/E team firms
  • A total of 10 projects are to be submitted as follows:

<table>
<thead>
<tr>
<th>Team Member</th>
<th># of projects</th>
</tr>
</thead>
<tbody>
<tr>
<td>Prime A/E Firm</td>
<td>2</td>
</tr>
<tr>
<td>Mechanical Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Electrical Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Civil Engineer</td>
<td>2</td>
</tr>
<tr>
<td>Hydrologist/Water Resources Engineer</td>
<td>1</td>
</tr>
<tr>
<td>Cost Estimator</td>
<td>1</td>
</tr>
<tr>
<td>Total</td>
<td>10</td>
</tr>
</tbody>
</table>

Note: If Prime A/E firm is one of the engineering firms, this applicable firm is to provide two design projects as the Prime in addition to the 2 projects under the applicable design discipline
SF 330 – Part I (continued)

• Section F – Project Experience for A/E team firms
  
  • The project submission is to include all information noted in the solicitation.
  
  • Submitted projects must be similar or relevant to UMBC’s Campus Utilities Upgrade project.
  
  • See higher consideration factors for each firm’s projects.
  
  • For project construction costs, an escalation chart has been included to determine the project size in today’s dollars.
Section F – Example Projects – *Prime A/E Firm*

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>1 - Completed for 6 months</td>
<td>- Proposed key people were involved in the submitted project, particularly in the proposed role</td>
</tr>
<tr>
<td></td>
<td>1 – Design-Bid-Build project delivery method applicable</td>
<td>- Higher education setting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Firm served in the role of Prime A/E</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Projects are closer in size to UMBC project based on construction cost</td>
</tr>
</tbody>
</table>
**Section F – Example Projects – *Mechanical Engineering Firm***

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>2 - Mechanical design work must have been done by ME firm</td>
<td>- Proposed key people were involved in the project, particularly in the proposed role</td>
</tr>
<tr>
<td></td>
<td>2 - infrastructure-related projects</td>
<td>- Second project includes HTHW with distribution from a central plant</td>
</tr>
<tr>
<td></td>
<td>1 - includes the design of high temp hot water (HTHW) system with distribution from a central plant</td>
<td>- Higher education/campus setting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Similar in scope, complexity and/or dollar value</td>
</tr>
</tbody>
</table>
SF 330 – Part I (continued)

- **Section F – Example Projects – Electrical Engineering Firm**

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
</table>
| 2             | 2 - Electrical design work must have been done by EE firm  
2- infrastructure-related projects | - Proposed key people were involved in the project, particularly in the proposed role  
- Higher education/campus setting  
- Similar in scope, complexity and/or dollar value |
## SF 330 – Part I (continued)

### Section F – Example Projects – Civil Engineering Firm

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>2</td>
<td>2 - Include SWM, sediment erosion control, forest conservation, and utility relocation</td>
<td>- Project includes a pedestrian bridge</td>
</tr>
<tr>
<td></td>
<td>1- must be in the State of Maryland and require direct coordination with Maryland Department of the Environment (MDE)</td>
<td>- Higher education/campus setting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Similar in scope, complexity and/or dollar value</td>
</tr>
</tbody>
</table>
### SF 330 – Part I (continued)

- **Section F – Example Projects – Hydrologist/Water Resources Engineering Firm**

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Ecological restoration similar in scope and complexity to UMBC’s project</td>
<td>None noted</td>
</tr>
<tr>
<td></td>
<td>This project is to be submitted by either a separate subconsultant or by another firm on the project team</td>
<td></td>
</tr>
</tbody>
</table>
SF 330 – Part I (continued)

- Section F – Example Projects – *Cost Estimating Firm*

<table>
<thead>
<tr>
<th># of Projects</th>
<th>Requirements</th>
<th>Higher Consideration Factors</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Design-Bid-Build project delivery method</td>
<td>- The proposed cost estimator was <em>directly</em> involved in the project and the preparation of the cost estimate(s), particularly in the proposed role</td>
</tr>
<tr>
<td></td>
<td>Includes utility and infrastructure work similar to UMBC’s project</td>
<td>- Higher education/campus setting</td>
</tr>
<tr>
<td></td>
<td></td>
<td>- Similar in scope, complexity and/or dollar value</td>
</tr>
</tbody>
</table>
Section F – Example Projects Notes

- Include all requested project information on each project per the A/E solicitation documents.

- Limit each project to one page (excluding project photos).

- Best consideration will be given to projects with the characteristics identified in the solicitation document.

- Failure to follow the outlined instructions in the solicitation may result in a lower evaluation.
SF 330 – Part I (continued)

- **Section G: Key Personnel Participation in Example Projects**

  - Provide matrix depicting proposed key personnel on the example projects and their role.

  - Higher consideration will be given if the key personnel’s role is the same for both this UMBC project and the example projects.
• Section H: Additional Information - Summary of Qualifications:

  – A summary of qualifications.

  – A written description of why the Proposer is most qualified and skilled to design this project.

  – This information should be objective and limited to not more than 2 typewritten pages with a font size no smaller than 12.
Basis for Selection

- Basis for Selection:

  - Provide a brief explanation as to why each firm was selected for the proposed A/E team by the Proposing firm.

  - Limit the response to 2 pages with a font size no smaller than 12.
Economic Benefit

• Provide a detailed, but concise, overall description as to how the award of this contract will benefit the economy of the State of Maryland if the Proposer’s team is the successful A/E.

• Such information is to include, but not be limited to, (i) A/E team members who are Maryland firms and (ii) number of employees in each A/E team member firm who are Maryland residents.
Documentation

• Complete the “License Documentation” forms:
  - “Key Personnel” form for the individuals in their identified roles.
  - “Firm” form for the person in responsible charge for each firm who will be stamping the drawings (must be licensed in Maryland).

• “Professional Liability Insurance” Form ($3M coverage).

Note: If Proposer is a JV, either the JV must have this coverage or each party of the JV must have this coverage.
Forms

- MBE Attachment C-1A (Parts 2 and 3 **must** be included – *this cannot be cured*)

- Bid/Proposal Affidavit Form

- Acknowledgement of Receipt of Addendum

Note: Technical proposals are to be compiled in the order listed in the solicitation. It is preferable that tabs separating each section/aspect of the response be utilized.
References


• **Key Personnel (9) References** for (1) A/E Project Manager, (2) Mechanical Engineer, (3) Electrical Engineer, (4) Civil Engineer, (5) Hydrologist/Water Resources Engineer, (6) Landscape Architect, (7) CA Professional – M/E/P, (8) CA Professional Civil and (9) Cost Estimator.
References

• Firm References:

  – Complete the Firm Reference Form (in Attachment A) for each identified firm.

  – References are to based on the submitted projects.

  – Provide two (2) additional references for each firm per the RFP.
References

• Key Personnel References:
  
  – Complete the Key Personnel Reference Form (in Attachment A) on each of the identified key people.

  – Provide three (3) references for each person based on the submitted project experience.
References Notes

- References are to be from different projects; that is, only one reference per project.
- Only one reference per firm or person from UMBC and one reference from UMB.
- References are to be submitted in the Initial Technical Proposal, however, the University will be conducting reference checking on short-listed firms only.
- References are to be able to speak to the firm or key person’s performance.

**Note:** All references will be held in the strictest of confidence and the University reserves the right to verify all information and check any other sources available.
Section 7 – Second Phase Technical

• Second Phase Technical Proposal will be requested from short-listed proposers only.

  – Submitted to UMBC’s Office of Procurement and Strategic Sourcing

  – One set in Microsoft Word format (for documents created in word processing format); and,

  – One set in PDF format.
Second Phase Technical Proposal

• Requested from short listed proposers only.

• Due date and time is Monday, April 8, 2019, on or before 11:59 p.m.

• Submitted to Issuing Office via identified Box site.
Second Phase Technical Proposal

• Transmittal Letter

• Special/Unique Qualifications (limit 2 single-spaced, typewritten pages using no smaller than 12-point font)

• Key Personnel Workload
Special/Unique Qualifications

• Provide a narrative to elaborate on the special/unique qualifications and/or experiences of the proposed A/E team (firms and key personnel) which make it uniquely capable to provide A/E services on the UMBC project.

• Project experience included in this section is to be in addition to projects submitted previously.

• Narrative is to demonstrate why the proposed A/E team is distinctively capable to provide the A/E services on this UMBC project.
Key Personnel Items

- **Key Personnel Workload**: Complete this form on the following only:
  1. A/E Project Manager,
  2. Mechanical Design Engineer,
  3. Electrical Design Engineer,
  4. Civil Design Engineer,
  5. Hydrologist/Water Resources Engineer,
  6. CA Professional – M/E/P and,
  7. CA Professional – Civil.
Section 7 – Second Phase Technical Interview Sessions

• Interview Sessions with shortlisted firms only.

• To be held on Thursday, 4/11/19, between 9 am – 5 pm and Friday, 4/12/19, between 9 am – 12 pm

• Proposers are advised to set these dates/times aside to avoid a conflict.
Interview Sessions -Purpose

• Allow the University to meet the A/E Proposer’s key personnel.

• Review the Proposer’s scope of services for the design of this project.

• Review the Proposer’s special/unique qualifications

• Allow the Proposer to respond to other inquiries from the University during the course of the session.
Interview Session - Participants

• Key personnel required to attend:
  – Principal-in-Charge
  – A/E Project Manager
  – Mechanical Design Engineer
  – Electrical Design Engineer
  – Civil Design Engineer
  – Hydrologist/Water Resources Engineer
  – CA Professional – M/E/P
  – CA Professional - Civil
Interview Sessions (continued)

- Forum will be informal.

- The University is not interested in a marketing presentation.

- Requesting round table discussions with short listed A/E firms.
Section 8 - Evaluation

• University Qualifications Committee.

• Initial Technical Proposals Evaluations conducted.

• Resulting in a short list of firms.

• All proposers will be notified.
Section 8 - Evaluation

• Short listed firms will be invited to (1) submit a Second Phase Technical proposal; and, (2) conduct an interview session.

• Second phase technical evaluation will be conducted after the interviews inclusive of the results from the reference checking as indicated in the solicitation.

• Qualifications Committee will submit a final ranking of the short listed firms.
Section 8 - Evaluation

- Upon approval of the Committee’s ranking report, all shortlisted firms will be notified.

- A University Negotiation Committee will be designated.
Section 9 – A/E Fee Proposal, Negotiations and Award

NEGOTIATION PROCESS
Negotiation Process

• A/E proposer ranked #1 will be requested to submit a Fee Proposal.

• Scope Clarifications due on Monday, 4/22/19, by 12:00 noon sent electronically.

• Fee Pre-proposal meeting to be held on Wednesday, 4/24/19, with time to be determined.
Negotiation Process

• First Fee Proposal is due on Wednesday, 5/1/19, by 3:00 pm sent electronically.

• Fee proposal to include MBE Attachments (C-3A - MBE Subcontractor Project Participation Certification and Attachment C-3B MBE Prime Project Participation Certification)

• Fee Negotiation Meetings scheduled for 5/6/19, 5/15/19, 5/22/19 and 5/31/19.
Contract Award

• Upon successful conclusion of negotiations, the recommended award will be reviewed for approval by the University Review Group (URG).

• Upon approval by URG, the University will submit the contract for BPW approval in early July 2019.

• The successful A/E firm will be required to sign the University’s A/E contract prior to BPW.

• Upon approval by the Board of Public Works, the University will fully execute the contract.
Section 10
Additional Proposal Requirements

• Successful proposer must be registered on eMaryland Marketplace.

• By submitting a proposal, firm represents it is not in arrears in the payment of obligations to the State.

• University will not be responsible for costs incurred by proposers in submitting a proposal.

• Maryland Public Ethics Law prohibitions noted.
Section 10
Additional Proposal Requirements

• No payments made to affiliated entity to reduce taxes due.

• Procurement governed by USM Procurement Policies & Procedures.

• Payments to selected firm will be via EFT.

• Debriefings conducted upon written request within 10 days after being notified.

• MBE instructions for selected firm provided.
Section 11
Available Project Information

• University of Maryland Baltimore’s Procedure Manual for A/E Services, 2015 update, available at link to UMB FM website

• The following UMBC documents are available at box site identified in solicitation document:
  
  • UMBC Utility Upgrade Program, Part I and Part II dated June 2018.

  • UMBC Supplement to UMB Procedure Manual for Professional Architectural/ Engineering Services dated 2/1/18.
Section 11
Available Project Information


• UMBC Utility Infrastructure Assessment, Additional Assessments, "UMBC Utility Infra Assessment-Add Assessments.pdf", dated March 2018
Section 11
Available Project Information

• UMBC Campus Storm Water Institutional Management Plan dated November 2017

• UMBC Open Space Planning and Design Guideline

• UMBC Transformer Insulating Fuel Testing dated 2018
A/E Solicitation #BC-21129-C

QUESTIONS
ON THE PROCUREMENT PROCESS?
Project Overview

• UMBC’s utility infrastructure is approximately 50 years old.

• Frequency and severity of infrastructure failures has intensified in recent years.

• This project is intended to repair and upgrade these campus infrastructure systems.

• In addition, this project is intended to enable UMBC to obtain coverage under MDE’s NPDES General Discharge permit.
Project Specific Questions?
Campus Utilities Upgrade Project
A/E Solicitation

PROJECT SITE VISIT

Larry Hennessey
Associate Director, Design & Construction
University of Maryland, Baltimore County
# UMBC Solicitation for A/E Professional Services for Campus Utilities Upgrade Project
## #BC-21129-C
### Pre-Proposal Meeting – 19 February 2019
#### List of Attendees

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Page 1 of 4
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Page 4 of 4