

December 15, 2023

TO: Prospective Proposers

FROM: Rob Johnson, Procurement and Strategic Sourcing

RE: UMBC On-Call Moving and Storage services  
BC-21357-J  
Addendum #1 dated 12/15/2023

The following responses to questions received from potential proposers for the above referenced solicitation and is issued as Addendum #1 dated 12/15/2023. This addendum will also be posted on UMBC's eBid Board at <https://procurement.umbc.edu/bid-board/>

The **due date and time for technical proposals remains Wednesday, December 20, 2023 on or before 4:30 p.m.** Technical Proposals are to be submitted to the Box link provided in the Solicitation. Receipt of this addendum is to be acknowledged by completing the enclosed "Acknowledgement of Receipt of Addenda" form and including it within your technical proposal.

1. The RFP mentions guards and security personnel. I wanted to check on this and see if moving personnel will be required to perform any security duties.

**UMBC Response: This is N/A. No specific security duties apply except for standard in the industry**

2. For section 2.6, the Work Plan references more of the security information and I wanted to see if an updated Work Plan would be sent out to bidders so we can tailor our response accordingly.

**UMBC Response: No. That section is N/A. Please complete the Approach to Contract form included in the solicitation and posted. This is where this work plan/approach should be addressed.**

3. When the RFP references an "Incident Report", does this relate to a security detail or incident report for moving crews?

**UMBC Response: Yes. That is what that particular reference is.**

**END OF ADDENDUM #1**

Enclosed: Addenda Acknowledgment Form

**RFP NO.:** BC – 21357-J

**RFP FOR:** UMBC On-Call Moving and Storage Services

**TECHNICAL PROPOSAL DUE DATE/TIME:** Wednesday, December 15, 2023 AT 4:30P.M.

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

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA**

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

Addendum No.   1   dated 12/15/2023

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

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

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

Signature \_\_\_\_\_

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

Title \_\_\_\_\_

Date \_\_\_\_\_