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ADDENDUM

October 21, 2020

ADDENDUM # 2

RFP 21C2, Commissioning of Building Envelope Systems

REVISED DUE DATE: ~~October 28, 2020~~ **Tuesday, November 3, 2020**, prior to and no later than 2:00 P.M. at
<https://secure.procurenow.com/portal/fcps>

This addendum is being issued to provide additions, corrections, clarifications and answers to certain questions raised referencing the original proposal packages and any resultant contracts for the above bid.

1. The last day to submit questions has been extended to October 23, 2020 no later than 4:00 p.m., local time.
2. The proposal submission due date has been extended to November 3, 2020 prior to and no later than 2:00 p.m. Conference I.D. and Meeting URL has been revised to the following: Skype Business: (240) 236-6172 (FCPS) Conference ID: 7907906 Meeting URL: <https://meet.fcps.org/kimberly.miskell/D21WC0P9?sl=1>
3. This Addendum includes the following attachment(s):
 - a. Questions/Answers (1 page)
 - b. Pre-Proposal Attendance Roster (1 page)

Thank you for your interest in bidding with Frederick County Public Schools and we apologize for any inconvenience this may have caused.

Sincerely,

Kim Miskell

Kim Miskell, CSBO,
Assistant Purchasing Manager

KM/ab

cc: Brian Staiger, Senior Project Manager, Capital Program Department

RFP 21C2, Commissioning of Building Envelope Systems
QUESTIONS/ANSWERS

1. The last day to submit questions has been extended to October 23, 2020 no later than 4:00 p.m., local time.
2. The proposal submission due date has been extended to November 3, 2020 prior to and no later than 2:00 p.m.
3. We see that you are looking for sample reports to be included with our proposal. Will the sample reports count toward the 20-page limit? **No, but please keep the reports as short as possible while capturing all the necessary information.**
4. Also, it looks like the request for sample reports is included on page 33 twice- # 9. and # 17. **Yes, this is a duplicate. Please delete item #17 in its entirety.**
5. Do you plan on extending the deadline since the preproposal meeting was pushed? **Proposal due date has been extended to November 3, 2020 prior to and no later than 2:00 p.m.**
6. As a follow-up question, will the certifications and licenses requested under #8 count toward the 20-page limit. **No.**
7. Paragraph 7.c on Page 31 of the RFQ indicates 6 bullets that should be contained in the Technical proposal.
 - a. Bullet #1 - "Technical Proposal" Please confirm if this was meant to say Cover Letter as this would also serve as a Signature Page. **No, this is the written technical requirements as outlined on page 33.**
 - b. Bullet #2 - Will FCPS be providing a Signature Page? **Please reference page 35, Signature Acknowledging Proposal. Please include this page as your cover for your technical proposal.**
 - c. Bullet #6 - This conflicts with Bullet #1. Is the intent to have the technical proposal which includes all the supporting documents in front of the information requested under Bullets #3, #4, and #5 or behind them? **The supporting documents can be uploaded in the technical proposal file or they can be uploaded separately. ProcureNow will allow multiple files to be uploaded. Bullets #3, #4, and #5 (Statutory Affidavit and Non-Collusion Certification, Certification of Compliance and Vendor Conflict of Interest Disclosure respectively) will be uploaded separately in ProcureNow.**
8. Clarification: Page 33, Technical Proposal #5 is changed to read as follows:

Provide listing of building envelope commissioning projects performed over the past five years of similar scope and size, preferably K-12 projects that have been completed in the State of Maryland.
9. Clarification: Page 33, Technical Proposal #12 – delete in its entirety.

RFP 21C1, Commissioning of Building Envelope Systems
Pre-bid Attendance Sheet
October 20, 2020 via Skype

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