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ADDENDUM

October 11, 2021

ADDENDUM #1

22A1, Middletown Campus Feasibility Study

DUE DATE: ~~October 12, 2021~~ **October 14, 2021 prior to and no later than 11 A.M.** at
<https://secure.procurenow.com/portal/fcps>

- 1) Please be advised that the Bid Due Date has been changed from Tuesday, October 12, 2021 to **Thursday, October 14, 2021 prior to and no later than 11 A.M.**
- 2) This Addendum includes the following attachments:
 - a) Questions Received with Responses
 - b) Pre-Proposal Meeting Attendance

Thank you for your interest in bidding with Frederick County Public Schools.

Sincerely,

Kim Miskell

Kim Miskell, CSBO
Assistant Purchasing Manager

KM/sg

cc: RFP File

RFP 22A1, MIDDLETOWN CAMPUS FEASIBILITY STUDY

Questions Received

1. Is a pool consultant required as part of the A/E team?
FCPS has determined that a pool consultant will be needed so that the cost of including the pool in a renovation or replacement school can be considered in the BOE discussion of the high school feasibility study.
2. Will both the letter of interest and full SF330 be reviewed to determine each team's score? If so, is it permissible to reference the SF330 in the letter of interest to avoid duplication of information?
Yes, the SF330 will be reviewed in detail. Minimizing duplication is preferred.
3. Does FCPS intend to interview some or all of the firms that submit technical proposals as part of the selection process?
After review of the letters of interest submitted, FCPS will select a handful of firms to submit a full technical and fee proposal. All of these firms will also be invited to participate in an interview. The interviews will be the week of January 24 (final date(s)/time(s) to be determined).
4. May additional consultants be added to our team that are not initially listed in our LOI submission but are eventually considered necessary to cover scope of work once details of the project are better known? Example, pool consultant, acoustical consultant, etc.
A pool consultant should be included (see item 1 above). All subconsultants listed in the request for letters of interest (civil, structural, electrical/mechanical/plumbing, telecommunications, food service designers) must also be included in the initial team. Additional unexpected consultants may be requested once the project starts and will be added as a change order.
5. Will coordination meetings or presentations to Frederick County Parks & Recreation be required as part of this project?
We do not anticipate any separate coordination meetings or presentations to Frederick County Parks & Recreation as part of the feasibility study phase of the project. FCPS staff will coordinate with Parks & Recreation and invite them to attend internal project design meetings if necessary.
6. Your RFP states that, "The letter of interest should address the feasibility study requirements as outlined below and any other information you feel appropriate. Please be concise, limiting your proposal to 5-10 pages, as our reviewers will have many proposals to review. Cover pages, cover letters, resumes, and SF330 forms do not count towards the five to ten pages of text." Can you please clarify what you are looking for from offerors in the five to ten pages?
Response: The Letter of Interest is the team's opportunity to show FCPS that they are interested in the project and are qualified to do the work. We would like to know if they have worked on similar types of projects and if there is anything special about their team that makes them the best fit for this project. I think I should have taken out the phrase "should address the feasibility study requirements as outlined below" – that was probably leftover from a process where we didn't have a LOI stage. If they are invited to submit a full technical and fee proposal they will be telling us about the project approach, schedule, etc.

RFP 21A1, GREEN VALLEY ELEMENTARY AND VALLEY ELEMENTARY SCHOOLS FEASIBILITY STUDY - ARCHITECT SELECTION
PRE-BID ATTENDANCE SHEET

NAME	COMPANY	PHONE NUMBER	EMAIL ADDRESS
Amy Tram	Samaha Associates	(703) 691-3311	atram@samaha-arch.com
Scott McGovern	Design Collective	(410) 685-6655	smcgovern@designcollective.com
Katie Shaffer	BKM	(410) 259-8397	kshaffer@bkma.com
Shawn Benjaminson	Adtek Engineer, Inc.	(301) 662-4408	Sbenjaminson@adtekengineers.com
Kristen Kearby	MK Consulting Engineers	(667) 210-2476	kkearby@mkceng.com
Sara Baynes	RMF Engineering, Inc.	(410) 576-0505	sara.baynes@rmf.com
Mahmut Agba	CNC Civil Service, LLC	(202) 621-8822	mahmutagba@cnccivil.com
Melanie Sipple	Bignell Watkins Hasser Architects	(410) 224-2727	msipple@bigwaha.com
Rachel Barry	Carroll Engineering, Inc.	(410) 785-7423	rbarry@ceiengineering.com
Gabriel Osterhout	DELTA Engineers, Architects, & Surveyors	(607) 231-6663	gosterhout@delta-eas.com
Heather Simon	Whitney Bailey Cox & Magnani, LLC	(410) 512-4500	hsimon@wbcm.com
Dana Bartels	Marotta/Main Architects	(717) 393-3211	DDB@MarottaMain.com
Melissa Wilfong	Grimm and Parker	(240) 965-0741	mwilfong@gparch.com
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Sandra Carpenter	Becker Morgan Group, Inc.	(410) 546-9100	scarpenter@beckermorgan.com
Kathryn Kemp	Daft McCune Walker, Inc.	(410) 296-3333	kkemp@dmw.com
Michael Blake	Moseley Architects	(410) 539-4300	mblake@moseleyarchitects.com
Kori Purdum Matheis	Proffitt & Associates Architects	(301) 662-8532	kpurdum@proffittandassociates.com
Lori Walls	Crabtree, Rohrbach @ Associates Architects	(410) 528-0272	lwalls@cra-architects.com
Elise Adams	GWWO Architects	(410) 332-1009	eadams@gwwoinc.com
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F. Thomas Lee			
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L Uzcat			
Gregory Gilbert			
Donald Main			
Leah Schultz			
Tony Dicola			
Moustapha Diack			
Josh Poulin			
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RFP 21A1, GREEN VALLEY ELEMENTARY AND VALLEY ELEMENTARY SCHOOLS FEASIBILITY STUDY - ARCHITECT SELECTION
PRE-BID ATTENDANCE SHEET

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