

ADDENDUM

October 20, 2022

ADDENDUM #1

RFP 23A1, Roofing Design and Consulting Services

RFP Due Date: October 28, 2022, prior to and no later than 11:00 A.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 package and any resultant contract for the above bid.

1. Page 40, item 4.d reads like this has to be primed by a roofing consultant with an architect and engineer serving as subs. Would the County consider allowing A/E firms to prime with a roofing consultant as a subconsultant? **This is at the discretion of the A/E firm, however the consultant's hours should be recorded on the form submitted.**
2. The rate sheet on page 49 only includes a single line item for an MEP Consultant. May we modify the rate sheet to show more than one position (i.e., separate rates for mechanical and electrical engineering)? **Yes, adding additional lines for additional consultants is acceptable.**
3. Professional credentials to validate the consultant's ability to perform said services including:
 - i. Registered roof consultant (RRC) by the Roof Consultants Institute
 - ii. Hold a current Maryland Registered Architect (RA) or Professional Engineer (PE) license.

Does the A/E firm have to be certified in house to fulfill this requirement? Can it be filled by a subconsultant? **This can be filled by a subconsultant.**

4. Does Section I, Subsection 43 "Service Organization Control (SOC) Audit Report" apply to this contract? If so, how? **No. This is not applicable.**
5. Does Section II, Subsection 3(e) apply to any new customer of the awarded vendor during the contract or only similarly-situated customers? **This would apply in both cases.**
6. Section II, Item 10, Subsection (c) lists Standard Form 330 (SF330). What part(s) of SF330 would FCPS like submitted? And if Part I is requested, how many projects would FCPS like submitted for Section F? **Parts I and II should be submitted. Under Section F, please submit three projects completed within the last five years.**
7. The Signature Acknowledging Proposal form requests a Registered Maryland Contractor Number. Is that a requirement of this Design and Consulting RFP? **No.**
8. **RFP Item 10 Preparation of Proposal, Item c:** Does the requested Specifications and Plans need to be from a K-12 School Project, or can it be from any re-roof project? **K-12 school projects are preferred, however any comparable projects would be acceptable.**

9. **Questionnaire/Technical Proposal Form, Item 13, Experience:** Within the requested Table, do you want the “**Contact Person**” from the Prime/ Subconsultant, or from the Client? **On site contact.**
10. If we have a Registered Architect on the team dedicated to roofing, do we also need the Registered Roof Consultant? **No.**
11. Will FCPS be awarding one or multiple awards under RFP 23A1, Roofing Design and Consulting Services? **Multiple awards.**
12. Does Section I, Subsection 42 – Services Level Agreement (SLA) apply to the Roofing Design and Consulting Services? **No.**
13. Please define what are reimbursable expenses. Section II, Subsection 4 (h) states reimbursable expenses shall include reproduction/printing costs and mileage at one point (1.0x) multiple. Is that what is meant under the General Solicitation Item 4. Cost Proposal – Except for those identified as reimbursables above. **Yes.**
14. Will FCPS take cores samples or should our team include a consultant to take cores? **Please include a consultant to take cores.**

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