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

The due date and time for the Technical Proposals to be submitted to the University remains as **MONDAY, APRIL 18, 2011 by 3:00 p.m.** to the issuing office.

A. The following questions were submitted to the University for response:

1. **QUESTION:** The RFP documents require that two (2) superintendents be listed for this contract; however, there are several superintendents from my firm that may work on this contract as it will depend on their availability. How do I handle this requirement?

   **ANSWER:** For the purposes of the Technical Evaluation of the Proposal, we conduct reference checks and evaluate the superintendents submitted. It may be advantageous to the firm to submit the names of the two strongest superintendents that will work on this contract. After the contract is awarded, the contractor can submit the names of others that will perform in the role of superintendent for evaluation. An Amendment to the contract would then be issued.

2. **QUESTION:** Is it more advantageous for the firm to submit a combined proposal for both utilities or a separate one for either the mechanical or electrical portion? Will there be more than one contract awarded?

   **ANSWER:** The individual firm must determine whether to submit a combined bid for both the electrical and mechanical services or bid on a single service based on their expertise and resources. The firm can submit only one (1) proposal in response to this solicitation. UMBC will determine, through the Technical Evaluation process, which option best meets the needs of the University. Based on that decision, there could be more than one contract awarded.
3. QUESTION: There is an initial two year contract and then renewal options. The prices are set for the initial contract period, however, how are the labor rates adjusted for the renewal periods? Also, can the contract be cancelled by either party?

ANSWER: Per the Section 00400, Scope of Work, Article 1 General Provisions, Paragraph 2, Contract Terms, requests for increases in subsequent years of the multi-year contract must be based on the CPI index and must be made 90 days prior to the contract renewal date. The contract can be cancelled at the end of the contract term or renewal term and only at the discretion of the University. All renewal options are at the discretion of the University. UMBC will notify the contractor in writing within 60 days of the contract renewal date that the contract will not be renewed.

B. DOCUMENT REVISIONS:

1. In Section 00400, Scope of Work, Article 2, specifications, the following sentence is ADDED as Item E. “Emergency services will be coordinated with the University’s representative and the Contractor shall be available on a twenty-four (24) hour, seven (7) days per week basis. The Contractor shall respond within two (2) hours after receiving notification for emergency service, by providing a qualified service mechanic at the job site to assess the emergency. The Contractor must provide one telephone number where a designated representative can be contacted in case of emergency, with a second telephone number as backup.”

Enclosures: Acknowledgement of Receipt of Addenda Form

Cc: Procurement File

END OF ADDENDUM #1 DATED 04/08/11
This addendum was posted on the University’s eBid Board and eMaryland Market on 04/08/11.
(Original with enclosures were not mailed)
RFP NO.: BC-20712-P

TECHNICAL PROPOSALS
DUE DATE: MONDAY, APRIL 18, 2011 AT 3:00 P.M.

BID FOR: ON CALL UNDERGROUND UTILITIES MAINTENANCE

NAME OF PROPOSER: ________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. ___ dated __________
Addendum No. ____ dated __________
Addendum No. ____ dated __________
Addendum No. ____ dated __________
Addendum No. ____ dated __________

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

__________________________________________
Signature

__________________________________________
Printed Name

__________________________________________
Title

__________________________________________
Date

END OF FORM