DATE: August 4, 2011

TO: All Prospective Proposers

FROM: Delores R. Pertee

RE: BWTECH @UMBC South Campus Landscape Contract – RFP# BC-20742-P ADDENDUM # 1 Small Business Reserve Procurement

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 your Technical Proposal to the University.

The due date and time for the Technical and Price Proposals to be submitted to the University is **TUESDAY, AUGUST 16, 2011 by 2:00 p.m.**, to the issuing office.

A. **CLARIFICATION**

1. There is a path that leads up to the Pond in Lawn Zone III near the Satellite Parking area that is to be included in the landscape services. This is a small job, and is not depicted on the south campus map that was distributed at the Pre-Bid Meeting.

B. **QUESTIONS AND ANSWERS:**

1. **QUESTION:** Was this job previously under contract? If so, who is the incumbent and what was the pricing? Who is the incumbent for snow removal services?

   **ANSWER:** H.F. Huber & Sons, Inc. is the incumbent for landscape services and our contract has expired. The contract award was approximately $45,000, and was based on the scope of work at the time of award, which may not be identical to this current bid. We have had a combination of UMBC personnel, assistance from the main campus—a variety of sources providing snow removal assistance in the past. There is no incumbent for this service.
2. QUESTION: Is there a place on-site to store a front loader for snow removal?
   ANSWER: Yes, there are several places outside that we can designate for the
   successful contractor to store a front-loader during the winter
   months.

3. QUESTION: The property seems to be unkept. Will it be brought up to decent
   shape prior to the contract award?
   ANSWER: Yes. Some work had taken place and the courtyard had not been
   cleared since then. It will be cleaned up for the start of the new
   contract.

4. QUESTION: Can the forms to be completed and returned be sent electronically
   to allow the Proposer to fill them out on the computer?
   ANSWER: Yes, the forms in Appendices A and B will be posted to the UMBC
   eBid Board in Microsoft Word format.

5. QUESTION: I recently started using eMaryland Marketplace. I was not in the
   system in time for the pre-bid conference for grounds maintenance
   at BW Tech. Can I still bid on the property. I have the scope of
   work and can work from that.
   ANSWER: Yes. The Pre-Bid Meeting was not mandatory. All of the
   requirements, qualification and timelines are included in the RFP
   documents posted on the University’s eBid Board.

Enclosures: Acknowledgement of Receipt of Addenda Form

Cc: Procurement File

END OF ADDENDUM #1 DATED 08/04/11
This addendum with enclosures was posted on the UMBC eBid Board on 08/04/11.
(Original with enclosures were not mailed)
RFP NO.: BC-20742-P

TECHNICAL & PRICE PROPOSAL
DUE DATE: TUESDAY, AUGUST 16, 2011 AT 2:00 P.M.

BID FOR: BWTECH@UMBC SOUTH CAMPUS LANDSCAPE CONTRACT

NAME OF BIDDER: ________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. 1  dated 08/04/11
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