DATE: March 22, 2013

TO: All Prospective Proposers

FROM: John Kenny

RE: UMBC Columbus Center Facilities Assessment Consultant – BC-20869-K

ADDENDUM # 2

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 WEDNESDAY, APRIL 3, 2013 by 04:00 p.m. to the issuing office.

A. CORRECTION TO ADDENDUM # 1, ITEM B: Proposal to submit one (1) original technical proposal electronically (email) per RFP document. Proposer may also submit technical proposal by hand delivery to John Kenny, UMBC Procurement, Administration Building, Room 301, 1000 Hilltop Circle, Baltimore, MD 21250 by the due date and time.

B. THE FOLLOWING QUESTIONS WERE SUBMITTED TO THE UNIVERSITY FOR A RESPONSE:

1. QUESTION: Can you please clarify the due date for the Price Proposal? Both the RFP and addendum 1 state that price proposals are due on April 3. In item 5.2, the RFP also says, however, that "Price Proposals: Price proposals are to be submitted by firms who remain short listed after the second phase technical evaluation by Monday, 04/29/13, on or before 12:00 p.m. (noon) EST via e-mail to jkenny@umbc.edu." Which one is correct?

   ANSWER: Price Proposal Form will be issued by addendum to firms who remain short listed after the second phase technical evaluation.
2. QUESTION: Will there be an additional site visit of the Columbus Center?

ANSWER: An additional site visit will be held on March 26, 2013 at 02:00PM.

All firms interested in attending are to respond to me via email at jkenny@umbc.edu by 4:00pm on Monday, March 25, 2013.

All interested parties should meet in the lobby of the Columbus Center located at 701 East Pratt Street, Baltimore, MD 21202.

3. QUESTION: We are going to have subconsultants on our team. Typically, these subconsultants do not have contact with the end-user/contracting agency for a project. Their "client" is typically the prime architectural or architectural-engineering firm that holds the contract with the client. This means that the references they provide on their Key Personnel form will almost always be an A/E firm. Is this going to be acceptable to the UMBC reviewing committee?

ANSWER: The University will review and evaluate the key personnel from the proposing firm to whom the resulting contract will be awarded.

4. QUESTION: Are company profiles required of subconsultants on the proposed team?

ANSWER: The University will review and evaluate the key personnel from the proposing firm to whom the resulting contract will be awarded.
5. QUESTION: Is it acceptable to include brief descriptions of relevant projects within the firm's portfolio as attachments to the Company Profile Form?

ANSWER: This information was not requested by the University. But, if the proposer would like to provide no more than three (3) projects that would be acceptable.

- Please note that these projects, if provided, are for information only and will not be evaluated.

Enclosure: Acknowledgement of Receipt of Addenda Form

cc: Procurement File
RFP NO.: BC-20869-K

TECHNICAL PROPOSAL
DUE DATE: WEDNESDAY, APRIL 3, 2013 AT 04:00 P.M.

BID FOR: UMBC COLUMBUS CENTER FACILITIES ASSESSMENT CONSULTANT

NAME OF PROPOSER: ________________________________

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

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

Addendum No. 1 dated 03/15/13
Addendum No. 2 dated 03/22/13
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