

Procurement Office  
HARFORD COMMUNITY COLLEGE  
401 Thomas Run Road  
Bel Air, Maryland 21015  
443-412-2307

**RFP 20P-001 CHESAPEAKE WELCOME CENTER CONSTRUCTION MANAGER AT RISK SERVICES**

**ADDENDUM NO. 1**

The following shall be incorporated into the captioned solicitation as though included in the original documents issued:

1. Technical proposals are due in the Procurement Office located in the Conowingo Center no later than **12:00 noon Wednesday, September 18, 2019.**
2. Oral presentations will be held the week of October 7, 2019 – October 11, 2019 for the short-listed firms identified after evaluation of the technical proposals are completed.
3. Financial proposals from short-listed firms identified after the oral presentation are due in the Procurement Office no later than **12:00 noon Wednesday, October 16, 2019.**

**Note:** See Pre-Proposal Meeting minutes for detailed information.

**QUESTIONS/ANSWERS**

- Q1 The schedule in the RFP does not seem to indicate what time proposals are due on 9/18/19. Please advise.
- A1 See Item 1 above.
- Q2 Section 500 references the standard AIA A201 and AIA A133 documents but does not provide copies for review. Can you please confirm HCC's intention to use these documents in their original AIA form or share the Owner's modified versions, if applicable?
- A2 The College will use the original format of the AIA documents.
- Q3 The RFP notes that in Attachment B, the "Standard Form of Construction Contract" is included prior to the Contract Affidavit form. The PDF file published did not seem to contain this draft contract. Please provide.
- A3 Provided as attachment.
- Q4 Page 2 of the RFP indicates that Technical Proposals are due 9/18/19. Is there a specific time by which they must be submitted?
- A4 See A1 and Item 1 above.
- Q5 Page 5 of the RFP, Section A.5. indicates AIA A201-2017 and AIA A133-2009 as the basis of the agreement between the Owner and Construction Manager. Will these be the standard AIA

STANDARD FORM OF CONSTRUCTION CONTRACT

This Standard Form of Construction Contract (SFCC) is made as of the \_\_\_\_\_ day of \_\_\_\_\_ 2019, by \_\_\_\_\_, FID# \_\_\_\_\_ (Contractor).

WITNESSETH:

- 1. The College has issued a procurement solicitation in connection with the project known as Chesapeake Welcome Center Renovation/Addition CMAR Services at Harford Community College.
2. The Contractor has responded to that solicitation in connection and has been awarded the contract to perform work in connection with that project.

Now therefore, for good and valuable consideration, the parties agree as follows:

- 1. The Contract consists of the following documents:
RFP# 20P-00 dated \_\_\_\_\_, 2019
Addendum # \_\_\_\_\_ dated \_\_\_\_\_
Addendum # \_\_\_\_\_ dated \_\_\_\_\_
Addendum # \_\_\_\_\_ dated \_\_\_\_\_
Addendum # \_\_\_\_\_ dated \_\_\_\_\_
Addendum # \_\_\_\_\_ dated \_\_\_\_\_
Technical Proposal of \_\_\_\_\_ dated \_\_\_\_\_
Price proposal of \_\_\_\_\_ dated \_\_\_\_\_

All of which are collectively referred to as Contract Documents and incorporated into this SFCC as it is fully set forth.

- 2. The Contractor shall completely perform its obligations under the Contract in a timely manner.
3. The Contract shall diligently prosecute the Work from and after the issuance of the Notice to Proceed and shall substantially complete the work not later than \_\_\_\_\_ () months for the completion of the project.
4. Total monetary compensation to the Contractor under the Contract is \$ \_\_\_\_\_.

IN WITNESS WHEREOF the parties hereto have executed this Contract the day and year first above written.

Witness

Contractor Date

Name & Title

College Date

Name & Title

**Harford Community College**

**Pre-Proposal Meeting Minutes**

**RFP 20P-001 CHESAPEAKE WELCOME CENTER CONSTRUCTION MANAGER AT RISK**

10:00 a.m. Tuesday, August 27, 2019, Darlington Hall Rm 202

**Attendees:**

Lou Claypoole, Director for Campus Operations  
Mike Channell, Manager for Capital Projects  
Katie Callen, Senior Associate Vice President for Administration  
Beth Bertier, Procurement Assistant & Recorder

**Announcements:**

Beth Bertier highlighted critical information relating to the specifications  
Deadline for questions is **2:00 pm Wednesday, September 4, 2019**; email to Sandra Clifford, Director for Procurement at [sclifford@harford.edu](mailto:sclifford@harford.edu).

Technical proposals are due **12:00 noon Wednesday September 18, 2019**. Five (5) hard copies and one (1) electronic copy in PDF – no pricing should be included to be delivered to the Procurement Office, located in the Conowingo Center building located on campus. The forms for the technical submittal are located in Attachment A of the RFP document.

Oral presentations will be held the week of October 7, 2019-October 11, 2019. Only short listed firms will be invited to orals. You will need to make sure that your Key Personnel are available including Project Executive, Project Manager, Field Superintendent and Chief Estimator.

Financial proposals from short listed firms identified after the oral presentation are due **12:00 noon Wednesday, October 16, 2019** to be delivered to the Procurement Office located in the Conowingo Center building on campus. Any price proposal over \$100,000 must include a bid bond in the amount of 5% of the financial proposal. The forms for the financial submittal are located in Attachment B of the RFP document.

The College may elect to request Best & Final Price Proposals.

The recommendation for award of the pre-construction services will be presented to the College's Finance & Audit committee for approval by October 22, 2019. The recommendation then will be placed on the College's Board of Trustees agenda for approval at their meeting on November 12, 2019.

Release of the subsequent construction phase CM at risk is anticipated September 1, 2021 (pending approval by the State).

The successful Offeror shall provide Performance and Payment Bonds in the amount of 100% of the GMP at the time of signing of the contract and prior to the start of work. Also required is a Certificate of Insurance and W-9 dated 2019.

MBEs are strongly encouraged to respond to the RFP. We require a minimum of 10% MBE participation level, however we encourage the CMAR to achieve 15% or greater MBE participation.

We will post the Q&A and any addenda on emmA and the College's bid board. The College's bid board is the official site of record.

Lou Claypoole, Director for Campus Operations made the following comments:

Please make sure that all forms submitted are fully completed and executed.

During today's tour we will clarify questions but if we feel that the answer should be provided to all bidders we will request that you send your question in an email to Ms. Clifford. The building is occupied.

The construction cost limit is \$26 million. It is a two-part renovation and addition. The renovation is approximately 32,000 sq ft and the addition is approximately 39,000 sq ft.

The design firm is GWWO. Design has not begun even though the RFP document says it is in progress. We are awaiting final State approval of the contract. We are just a bit behind on the schedule.

Construction is expected to begin September 1, 2021. The dates listed are fluid and dependent on State approval.

GMP savings – 75% to the College; 25% to CMAR

We anticipate having the CM on board at the end of the SDs; that is the College's goal.

Question: Digital submission – flash drive or email

Answer: Flash Drive is okay.

Procurement has moved to Conowingo Center building (entrance #5 off Thomas Run Road). That is where all the submittals must be delivered.

This is a high profile project for the College. This will be the "Front Door" to the campus. The President is really behind this project.

The building was partially renovated approximately 15 years ago. We will provide you with as much information as we have available.

We have part 1 & 2 program documents that will be provided electronically to the shortlisted firms prior to the oral presentations. It is a detailed document that describes everything we would like to do in the project.

Question: Will the current building occupants be relocated.

Answer: Yes we are anticipating moving all occupants to other campus locations. However, Dining Services is in the building which creates a challenge. We will work with the Design firm to possibly phase the project so that a new space will be created for Dining Services and move them into that space and then renovate their space for its next intended use. It's too early to say for sure. Dining Services may be the only occupant during the project.

There is one other component that must remain operational throughout the project that is the main telecom room as all the campus telephones are connected in this room.

PRE-PROPOSAL MEETING  
SIGN-IN SHEET

RFP 20P-001 CHEASAPEAKE WELCOME CENTER CONSTRUCTION MANAGER AT RISK

10:00 am Tuesday, August 27, 2019, Darlington Hall Room 202A

PLEASE PRINT

FIRM NAME	ADDRESS/CITY/STATE	PHONE #	REP NAME & EMAIL
DAIS CONTRACTING, LLC	1000 CRAWFORD BRIDGE TOWSON, MD 21286	410-828-1000	WARREN HAMILTON whamilton@contracting.com
Turner Construction Co.	3700 Koppers St, Ste 315 BALT, MD 21227	410-715-7940	Dana Blackwood dblackwood@tcco.com
"	"	410-456-5677	CHUCK BRINER cbriner@tcco.com
Kim Engineering	1550 Caton Center Dr. Baltimore, MD 21227	410-501-3669	Paul Riem paulriem@kimengineering.com
Wagman	231 N. George St York PA 17401	410-615-7074	Joe Corson JACORSON@WAGMAN.COM
Lewis Contractors	55 Gwynns Mill Cr Owings Mills MD	410-350-4200	Olivia Jacobson ojacobson@Lewis-Contractors.com
Kinsley Construction	2700 Water St. Apt 208 York PA 17405	717-741-3841	Kira Wagner kwagner@KinsleyConstruction.com
Kinsley Construction	2700 Water St. York PA 17405	717-741-0341	Amy Zeigant azeigant@KinsleyConstruction.com

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SIGN-IN SHEET

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10:00 am Tuesday, August 27, 2019, Darlington Hall Room 202A

**PLEASE PRINT**

FIRM NAME	ADDRESS/CSZ	PHONE #	REP NAME & EMAIL
Kinsley Construction	" "	717-324-3063	Lane Gross lgross@kinsleyconstruction.com
J. Vinton Shaler & Sons	1309 Q Contractors Drive Kingston, MD 21009	410-335-3000	Dawn Fox dfox@grande.com
Ted LaPierre	Plano - Coudon	443-833-6067	TLapierre@Plano-Coudon.com
THOMAS KOER	PLANO - COUDON	443 524 9515	TROCH @ PLANO-COUDON . COM
Jeff Doren	Plano- Coudon	410 215 0413	jdoren@plano-coudon.com
Whiting-Turner	300 E Joppa Road Baltimore, MD 21286	410 337 6931	Emma Ragon emma.ragon@whiting-turner.com
WHITING -TURNER	" "	443-250-2935	JEFF HOSFIELD JEFF.HOSFIELD@WHITING-TURNER.COM
WHITING -TURNER	" "	443398-0920	MIKE DESSMAN MIKE.DESSMAN@WHITING-TURNER.COM

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SIGN-IN SHEET

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PLEASE PRINT

FIRM NAME	ADDRESS/CSZ	PHONE #	REP NAME & EMAIL
Jeffrey Brown Contractors	400 E Soper St 400 Towson, MD 21286	410-339-5733	Courtney Depp cdepp@jbc.biz
JBC	"	443-377-8997	Drew Hollingsworth dhollingsworth@jbc.biz
Kim Engineering	1550 Canton Chr. Dr. Ste K Baltimore, MD	(410) 501-3669	Keith Brown keth@kimengineering.com
Tom Beach	801 West Diamond Ave #200 Gaithersburg MD 20878	301 670-9000	TBeach@hessconstruction.com
TODD A. WARD	804 N. DIAMOND AVE SUITE 200 GANTHERSBURG, MD 20878	(240) 599-4729	TWARD@HESSECONSTRUCTION.COM
CAM CONSTRUCTION MIKE MARSHNER	103 W. TIMONUM RD SUITE 300 TIMONUM, MD 21093	(410) 560-2828	MIKE@CAMBUILDS.COM
CAM CONSTRUCTION VINCE COLETTA	"	"	VINCE@CAMBUILDS.COM