



# HOWARD COUNTY, MARYLAND

## OFFICE OF PURCHASING

6751 Columbia Gateway Drive, Suite 226, Columbia, MD 21046

### *ADDENDUM NO. 2*

*ISSUED FEBRUARY 4, 2019*

*EXPRESSIONS OF INTEREST*

**EOI-07-2019**

**ENVIRONMENTAL INVESTIGATION AND COMPLIANCE**

**REVISED OPENING: FEBRUARY 13, 2019 AT 11:00 A.M.**

<https://www.howardcountymd.gov/Departments/County-Administration/Purchasing>

This addendum is hereby made a part of EOI-07-2019. Please note the following questions as a result of the pre-submittal meeting on January 24, 2019 and other questions received and submit accordingly. The opening date is revised from February 6, 2019 to February 13, 2019.

#### Changes:

The opening date is revised from February 6, 2019 to February 13, 2019.

#### Questions/Answers

1. Question: Are tank pulls included in the bid or just sampling?  
Answer: Just sampling is included in the bid.
2. Question: You mentioned having an existing contract with a lab. What lab are you currently working with?  
Answer: We are currently working with ALS Middleton.
3. Question: Are we required to use this lab?  
Answer: Yes, you will be required to work with this lab.
4. Question: Do you do pollution prevention?  
Answer: Yes. This is provided in our Stormwater Pollution Prevention Plan (SWPPP).
5. Question: What facility assessments are included?  
Answer: The facility assessments included are for vehicle maintenance shops, park maintenance shops, the Alpha Ridge Landfill, and the Little Patuxent Water Reclamation Plant. These were identified by Spill Prevention Control and Countermeasure and SWPPPs.
6. Question: Is it the intention of the individual client to have an assessment team?  
Answer: Currently, there is not an environmental assessment team.

7. Question: Does this cover ground water monitoring at the Alpha Ridge Landfill?  
Answer: Landfill groundwater monitoring is currently covered under another contract. However, landfill groundwater monitoring and landfill gas monitoring could also be conducted under this contract.
8. Question: In other words, due diligence for Phase I and Phase II has been completed before purchasing facilities?  
Answer: Yes, these phases have already been completed prior to purchasing facilities. The Phase I and II Environmental Site Assessments are handled under a separate contract.
9. Question: In reference to existing facilities, will tanks need to be pulled?  
Answer: Total Environmental Concepts will pull tanks and do the physical work.
10. Question: In the past how is this different from industrial health? What are the percentages?  
Answer: The percentages are as follows: approximately 5% industrial health, 20% Investigation and 75% Compliance.
11. Question: Are EBO partners allowed to be on more than one team?  
Answer: Yes, EBO partners are allowed to be on more than one team.
12. Question: Does the 3-page limit include the cover page?  
Answer: No, the cover page is not included in the 3-page limit.
13. Question: Who are the incumbents?  
Answer: EA Engineering and AECOM.
14. Question: How should the exceptions be labeled and where should they be placed in the submittal?  
Answer: The page should be titled Exceptions at the top and can be placed at the beginning or end of the submittal. This is not included in the 3-page limit.
15. Question: Can covers be used and can tabs be included for each section?  
Answer: Yes, covers and tabs can be used.
16. Question: Is there a page limit for section H of the 330?  
Answer: No, Section H is not required.
17. Question: G, H and I are not really mentioned. Are these required and is there a page limit?  
Answer: Section G requires the listing of key personnel participation in example projects listed in section F. SF 330, Page 3 of instructions provides a sample of what's required in Section G. Section H is not required. Section I is for the signature of the Authorized representative.
18. Question: What section should include the Addendum?  
Answer: Appendix C, the Technical Signature Page, has a place for Acknowledgement of Addenda. You may submit the actual Addenda behind Appendix C.
19. Question: How are the 5 evaluation criteria weighted?  
Answer: This information is on page 10 of 37 in the EOI. All 5 evaluation criteria are weighted evenly.
20. Question: Can all Subcontractors be placed on one form or should they all be on separate forms?  
Answer: Yes, they can be placed on one form.
21. Question: What do you usually spend on this contract?  
Answer: We average approximately \$100,000 per year per consultant.

22. Question: Section 10.3 mentions insurance requirement exceptions. What are these exceptions, or can you give examples of these exceptions?  
Answer: An exception would be something other than the coverages and requirements specified in paragraph 10.
23. Question: Is proof of insurance required with the submittal?  
Answer: No, proof of insurance will not be required with the submittal. This will be required at the time of award.
24. Question: You said in the past you have awarded to 2 contractors. Do they bid on each job?  
Answer: No, it is based on experience and availability.
25. Question: So, the 2 contractors are not competing with each other?  
Answer: No, the contractors are not competing with each other.
26. Question: Can additional specialty contractors be added after award?  
Answer: Yes, additional contractors may be added after award with the approval of the County.
27. Question: Can you clarify what is indicated by the first question in Section 9.3?  
Answer: Yes, only submit the individuals you are proposing to use for the work.
28. Question: Should all anticipated subcontractors be listed?  
Answer: Only list the subcontractors most likely to be used.
29. Question: Is it okay to convert the form in Appendix C to a word document for completion or should it remain the way it is?  
Answer: This form should remain the way it is.
30. Question: Please confirm only the Project Manager requirements need to be submitted.  
Answer: This is correct. Only the Project Manager requirements need to be submitted. The project manager must be either a Professional Engineer or a Professional Geologist (see paragraph 9.5).
31. Question: When do you anticipate posting the Addendum?  
Answer: The Addendum will be posted as quickly as possible after all questions are received on January 28<sup>th</sup>.
32. Question: The project description includes a number of field services that may be subcontracted to specialty firms, such as well construction, direct push borings, mobile laboratories, geophysics, tank removal, waste disposal. Do all such firms need to be identified in the EOI?  
Answer: No, identify only the firms that you are most likely to use.
33. Question: The EOI did not specify any requirements for Section H of the SF 330 Part I. What information should be included in Section H? What is the page restriction for Section H?  
Answer: Section H is not required.
34. Question: The EOI mentions a subcontracting EBO goal of 15%. I want to confirm that Howard County recognizes MBE/DBE firms certified through Maryland Department of Transportation (MDOT)? I also want to confirm that the Prime Contractor can fulfill 100% of this 15% goal if the Prime Contractor is an MBE/WBE/DBE.  
Answer: Yes, the County recognizes certification through MDOT. Certified MBE/WBE/DBE prime contractors can count 100% of the work they self-perform on contracts.

35. Question: In Section 9.2, the EOI states that the SF330 shall include, if applicable, all Howard County Government contract work currently in progress or completed in the last five years, in addition to other contract work completed in the last five years. Does this mean that all projects included in Sections E (Resumes) and Section F (Projects) can only be within the last five years and no older project examples will be accepted?  
Answer: Yes.

36. Question: Section 8 on PDF page 6 of the Request for Expression of Interest refers to a page limit of 3 pages for the technical submittal. Would Howard County please confirm the 3-page limit for the technical submission of our Expression of Interest is in reference to Section H of the SF 330 form?  
Answer: No, the technical submission is not in reference to Section H.

37. Question: Should there be a separate SF330 from each firm on the team or all firms incorporated into one SF330?  
Answer: Multiple firms can be placed on each SF330 form.

38. Question: Resumes have a one-page limit. Can project descriptions be more than one-page?  
Answer: No.

39. Question: Is the Technical Submittal the only section that is limited to an 11-point font?  
Answer: Yes.

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All other specifications, terms and conditions remain the same.

Please acknowledge addenda by signing below and returning with the proposal. Failure to acknowledge this addendum may be cause for rejection of the proposal.

**ADDENDUM RECEIVED BY:**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Title

EHB