



HOWARD COUNTY, MARYLAND

OFFICE OF PURCHASING

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

ADDENDUM NO. 2

ISSUED DECEMBER 10, 2019

EOI NO. 03-2020

GENERAL CIVIL ENGINEERING AND SURVEYING SERVICES

OPENING: DECEMBER 18, 2019 AT 11:00 A.M.

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

This addendum is hereby made a part of EOI No. 03-2020. Note the following information and submit the proposal accordingly.

Questions/Answers

- Question:** Based on the answers to questions released in Addendum No. 1 for this EOI, is Arial Narrow 11pt font acceptable for the text within the SF330 parts and Technical Understanding?
Answer: Only Times New Roman or Arial, are acceptable.
- Question:** Can I get the Public Notice Date?
Answer: This EOI was posted on the Howard County Website and eMaryland Marketplace Advantage on October 25, 2019.
- Question:** Page 6 of 38, Section 9, Form SF330: Are we to submit a SF330 Part II for each firm or only the Prime consultant?
Answer: Part II should be prepared for each firm that will be part of the team proposed for this contract.
- Question:** In SF330 Section F (Example Projects), does the County want to see Subconsultant projects included as part of the 10 projects, or should we only include the Prime firm's projects in this section? Does the County prefer that we provide a separate SF330 Part II for the Prime consultant and each of our subconsultants, or just one for the Prime consultant?
Answer: The Example Project in SF330 Section F should be those of the prime consultant, excluding subconsultant projects. Part II should be prepared for each firm that will be part of the team proposed for this contract.
- Question:** Based on the comprehensive services listed possible engineering, survey, and related services requested, is it possible to expand the three (3) page limit on the technical understanding and approach?
Answer: No, responses shall be limited to three (3) typewritten pages.
- Question:** Will the County consider expanding the 10-resume limit to accommodate resumes for all anticipated in-house personnel and EBO subconsultants?
Answer: No, responses shall include no more than 10 resumes.

7. **Question:** The EOI request aerial utility design services. May you provide a description of what may be required for this service?
Answer: Aerial utility design services will not be sought under this contract. Coordination with private utility owners (including BGE, Verizon and Comcast) is anticipated, however. Utility design will generally be limited to water and sewer design per Howard County Design Manual, Volume II.
8. **Question:** May you please clarify that the font style and size requirements (11-pt. using Times New Roman or Arial) does not pertain to the SF330 response of the EOI submittal?
Answer: Please refer to Question No. 30 in Addendum No. 1
9. **Question:** Will Howard County permit a Joint Venture to submit proposal?
Answer: Yes.
10. **Question:** Will tabs be counted toward the page count in the submittal?
Answer: No.
11. **Question:** Please clarify on the following: It is clear that for Section F of the SF330, responses shall list individual projects, not Open-End contracts. Section 9.2 states that the SF330 shall include “all” Howard County Government work currently in progress or completed in the last five years. For firms that have more than ten Howard County Government projects/tasks currently in progress or completed in the last five years, it will not be possible to list “all” work for Howard County in Section F. Please confirm that in this instance, “all” Howard County work does not need to be submitted, or if “all” projects should be listed elsewhere?
Answer: It is not required to list all work for Howard County in the past five years, only those which best illustrate the proposed team’s qualifications. Although, preference mayx be given for work performed for Howard County or similar local Maryland jurisdictions.
12. **Question:** Section 5.3.9 describes “utility design including aerial or underground facilities.” Please clarify what types of utilities have been consultant-designed under previous similar contracts and/or, if known, what types of utility design are anticipated under this contract.
Answer: Please refer to question no. 7 in this Addendum.

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

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