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## Addendum # 2 Construction Manager at Risk Services – Pocomoke Library

Date of Addendum: 12/1/2023

### NOTICE TO ALL BIDDERS AND PLANHOLDERS

The Proposal Documents for the above-referenced Project are modified as set forth in this Addendum. The original Proposal Documents and any previously issued addenda remain in full force and effect, except as modified by this Addendum, which is hereby made part of the Proposal Documents. Vendors will take this Addendum into consideration when preparing and submitting a Proposal and shall acknowledge receipt of this Addendum in the space provided in the Proposal Documents.

### PROPOSAL SUBMITTAL DEADLINE

The Proposal submittal time has not been changed.

### 1.0 – ATTACHMENTS

Item	Description
1.1	Please see the attached REVISED Form of Proposal to be used in lieu of the Form of Proposal provided in the original Proposal Documents.
1.2	General Conditions Pricing Form

### 2.0 – QUESTIONS AND ANSWERS

The following questions and answers are provided as a matter of information to clarify issues raised about the Proposal Documents.

Item	Questions and Answers
2.1	<p>Q. Price Proposal Clarification: For the price proposal form, please clarify what costs shall be carried under the construction insurance section shown as a percentage. Is this only general liability insurance? Is the construction manager responsible for builder's risk insurance?</p> <p>A. Please see attached Revised Form of Proposal.</p>
2.2	<p>Q. Price Proposal Clarification: Is the CM required to provide the bond rate for the Payment and Performance bond? If yes, where shall this information be listed?</p> <p>A. Please see attached Revised Form of Proposal.</p>
2.3	<p>Q. Price Proposal Clarification: RFP Section IV, Subsection E.f.iii.d – requests a breakout of general conditions costs including management, field supervision, and all normal Division 1 expenses listed by item. Is there a supplemental bid form template that the county can provide to list which Division 1 expenses must be included by the CM as part of the fee proposal?</p> <p>A. Please see attached Revised Form of Proposal.</p>
2.4	<p>Q. Please reference E.f.iii of Section IV: Proposal Specifications within the RFP; bidder is instructed to provide General Conditions and list all normal Division 1 expenses by item. What Division 1 expenses in addition to staffing does the Owner intend for the Construction Manager to include at this time? There are many general conditions / site logistics items that are better suited to be completed by the trade packages or procured later, as the extent of the scope cannot be realized at this time and a definitive cost cannot be provided. For this reason, we would recommend the following cost items be kept out of the Division 1 expenses to be priced at this time:</p>

	<ul style="list-style-type: none"> <li>a. Cost and Procurement of Building Permit</li> <li>b. Temporary Barricades, Protections, and Supports</li> <li>c. Third Party Materials Testing Agency Costs</li> <li>d. Temp Utilities Services and Consumption</li> <li>e. Temporary Site Fencing</li> <li>f. Stone Access Roads and Staging Areas</li> <li>g. Final (Post-Construction) Cleaning</li> <li>h. Site Survey and Stakeout</li> </ul> <p>Additionally, we would appreciate definition on if the following items should be priced by all bidders as “normal division 1 expenses”:</p> <ul style="list-style-type: none"> <li>a. Temporary Office Trailers, Office Supplies, and Furnishings</li> <li>b. Temporary Sanitary Facilities</li> <li>c. Temporary Dumpsters</li> <li>d. Project Management Software (Procore, or similar)</li> </ul> <p>Please clarify what is to be priced as “normal division 1 expenses”, with consideration to the items communicated above.</p> <p><b>A. Please see attached Revised Form of Proposal.</b></p>
2.5	<p>Q. Please Reference Item 4 on the form of proposal; on this line, are we to enter our total general conditions on the project and then show you the number of months of general conditions included, or are you looking for one number that is purely general conditions per month? E.f.iii of Section IV: Proposal Specifications instructs the bidder to list the number of months included on the bid form, so we just wanted to receive clarity on how we are to convey this.</p> <p><b>A. Please use the Revised Form of Proposal. Enter the total for each item for the entire project based off of a 14-month project duration.</b></p>
2.6	<p>Q. On the Form of Proposal, there are four-line items to be priced; is the cost of the Performance and Payment Bond to be included at this time? This will be based on the overall cost of the GMP; should we price as a percentage or include as a lump sum based on the current estimated value of \$7,426,254? Where should it be included within the current Form of Proposal structure?</p> <p><b>A. Please see the attached Revised Form of Proposal. There is a line item for a percentage.</b></p>
2.7	<p>Q. Section III, Part L Liquidated Damages states that the daily amount of liquidated damages will either be per the LD table, or actual cost to the County, whichever is greater. This falls out of the realm of liquidated damages, the purpose being to pre-determine an equitable amount of money per day of delayed completion. What is proposed in this section is an either/or between traditional LD’s and actual damages, and this is a condition we don’t believe our bonding company will agree to. Can this be revised to eliminate the actual damages clause?</p> <p><b>A. This is standard county language required by our county attorney.</b></p>
2.8	<p>Q. Do you have a list of the items you want in the fixed General Conditions number as opposed to the reimbursable expenses?</p> <p><b>A. Please see the attached Revised Form of Proposal for a list of General Conditions to be included in your cost.</b></p>
2.9	<p>Q. From the Form of Proposal items, we assume that the Preconstruction Phase and Bidding as outlined in Section IV, D.1.a and D.1.b will be combined in Item #1, Preconstruction Phase, and similarly, Construction Phase and Post Construction Services, Section IV, D.1.c and D.1.d will be combined in Item #2, Construction Management Fee, less the Items to be covered with General Conditions, such as jobsite supervision.</p> <p><b>A. Please see the attached Revised Form of Proposal. Preconstruction services include all work required to deliver a GMP proposal to the County (line item 1). The GMP proposal shall include all subcontractor bids and CMAR costs identified in this RFP (line items 2, 3 and 4) to complete the construction portion of the project.</b></p>
2.10	<p>Q. Section D e. iii. – Can the CMAR bid packages if they self perform work? For example, could CMAR bid the general trades scope package if one is part of this project?</p> <p><b>A. AIA 133 allows for CM to self perform. “ Article 9.1 Those portions of the work that the CM does not customarily perform with the CM’s own personnel shall be performed under subcontracts with the CM”. The referenced section IV D.e.iii says that the CMAR costs may not be included in the subcontractor packages. Self-perform costs would be developed at the time of bidding and not be a general condition.</b></p>

2.11	<p>Q. Section D e. vi. – Can the payment terms be adjusted to net 30 days? It is mentioned earlier in the RFP to generate trade contractor interest. Typically we see net 30 days. This may deter some trade contractor interest.</p> <p>A. Payment terms for this project will be net 30.</p>
2.12	<p>Q. Item 3 on price proposal is listed as a percentage. Are you asking for a percentage or dollar amount?</p> <p>A. Percentage</p>
2.13	<p>Q. Item 4 – Can you provide a list of general conditions costs we are to provide? Each contractor classifies general conditions and general requirements differently.</p> <p>A. Please see attached.</p>
2.14	<p>Q. We find no mention of minority participation goals in the Advertisement document. Are there any MBE goals for this project?</p> <p>A. The county has requested state grant funding for this project. If the state grant received exceeds \$3 million in a single fiscal year MBE participation will be required. Unfortunately, we will not know the exact amount we are awarded for FY25 until early next year. Please provide pricing if MBE goals are not required as well as pricing if these goals are required.</p>

**END OF ADDENDUM**

## REVISED - FORM OF PROPOSAL

To whom it may concern:

We hereby submit our Proposal Documents for “CONSTRUCTION MANAGER AT RISK SERVICES – POCOMOKE LIBRARY” as indicated in the Proposal Documents. Having carefully examined the Proposal Documents and having received clarification on all items of conflict or upon which any doubt arose, the undersigned hereby requests consideration of our Vendor for award of the referenced Proposal.

ITEM	DESCRIPTION	PRICE
1	Preconstruction Services	
2	Construction Management Fee	
3	Construction Insurance (%)	Enter on attached itemized pricing form
4	General Conditions	Enter on attached itemized pricing form

The Vendor agrees that the proposal will be good for at least sixty (60) days unless otherwise indicated in the proposal specifications.

Is your company currently involved in any active litigation? (Yes)\_\_\_\_ (No) \_\_\_\_\_ CHECK One.

Have you included your certificate of good standing with the State of Maryland? (See Section I, Subsection H.1 for more information.) (Yes)\_\_\_\_ (No) \_\_\_\_\_ CHECK One.

Is your company currently involved in any mergers or acquisitions? (Yes)\_\_\_\_ (No) \_\_\_\_\_ CHECK One.

Has your organization compiled your Completed Proposal Document as per Section I, subsection D.3 and in accordance with the Proposal Specifications Section of this Proposal Document?  
(Yes)\_\_\_\_ (No) \_\_\_\_\_ CHECK One

**NOTE: THIS PROPOSAL FORM MUST BE SIGNED BY AN OFFICER OF YOUR COMPANY OR AN AUTHORIZED AGENT FOR THIS PROPOSAL TO BE CONSIDERED VALID BY THE COUNTY.**

\_\_\_\_\_  
Sign for Identification

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Email

### General Conditions Pricing Form

Item	Category	Description	Cost
1	Project Personnel	Project manager, Superintendent, other field personnel, payroll burden, out of town expenses	\$
2	Vehicle Expenses	Field personnel vehicle costs	\$
3	Safety and site security	First aid supplies, hard hats, signage, locks and fencing	\$
4	Temporary field facilities	office trailers including rent, set up charges, communications, utilities, cleaning. Project sign. Computers, software and furniture	\$
5	Field office supplies	office supplies, postage, reproduction	\$
6	Temporary Utilities	Temporary utilities required during construction	\$
7	Waste management	waste management, disposal, and daily cleaning	\$
8	Material Handling	Chutes, rental equipment not supplied by trades	\$
9	Misc Materials and small tools	Misc materials, small tools, survey equipment	\$
10	Project Management Software	Procore or similar	\$
11	Other		\$
12	Other		\$
13	Other		\$
	<b>Total Cost for General Conditions</b>		\$
-----	Project duration	Construction schedule is 12 months to substantial completion + 2 months to final as attached in the project timetable	14 months
	<b>Insurance Costs as a percentage of the project construction costs</b>	<b>Item 3 of the Form of Proposal</b>	
I1	General Liability Insurance		%
I2	Builders Risk Insurance		%
I3	Payment and Performance Bonds		%
I4	Other Insurance		%