



BUREAU OF ENGINEERING & CONSTRUCTION  
DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION  
111 WEST CHESAPEAKE AVENUE, ROOM 205  
TOWSON MD 21204

## **REQUEST for Expression of Interest**

### **Project No. 2024-01 On-Call Civil Stormwater Design Services**

**Due Date: October 11, 2024  
Time: 2:00 PM E.S.T.**

### **ADDENDUM NO. 3 09/23/2024**

**Lisa Eicholtz, Acting Deputy Director  
Department of Public Works & Transportation  
410-887-3730  
[leicholtz@baltimorecountymd.gov](mailto:leicholtz@baltimorecountymd.gov)**

**PLEASE SIGN BELOW ACKNOWLEDGING RECEIPT OF THIS ADDENDUM AND RETURN WITH  
YOUR REQUEST FOR QUALIFICATIONS (RFQ<sub>u</sub>) PACKAGE**

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**Company Name**

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**Signature**

# REQUEST for Expression of Interest

## Project No. 2024-01 On-Call Stormwater Design Services

### 1. On the cover page (page 1), Replace:

#### Due Date:

September 30, 2024

**Replace October 11, 2024**

### 2. On page 5 of Addendum 2 under “**SUBMITTAL DUE DATE**”, Replace:

September 30, 2024

**Replace October 11, 2024**

### 3. On page 3-4 under “**SELECTION CRITERIA**”, Replace:

- 2) Examples of projects completed (5 projects). Provide contact information for the Owner's Representative for each project listed. (60 points)
- Projects examples shall be recent, with design originating within the past 10 years and construction completed within the same.
  - Each project description is not to exceed one page typed at MS Arial 12 or equivalent, normal font and paragraph spacing.
  - It is prohibited to use project description space for personnel advertisement, biographies and – generally – for any purpose besides strict description of the presented engineering works.

Construction/conventional project examples must show successful completion of projects involving work otherwise described in the Scope by the **Prime Consultant**. Demonstrated project experience shall include experience with any combination of disciplines advertised in the scope. Of the 5 projects submitted, 2 shall be drainage asset management and planning project examples. Firms should also demonstrate successful completion of complex site development projects, and should provide metrics demonstrating construction costs compared to engineer's cost estimate. As applicable, the engineer's cost estimate vs. the lowest bid amount should be reported within project examples.

An assessment of past experience of the firm in general will be made. The qualities and indicators that will receive consideration include the number and types of projects the firm has completed; a demonstration of the firm's ability to undertake the project; the general level of experience in the areas of supervision, quality control, observing and monitoring projects; the firm's ability to realize timetables and quality control objectives; the ability to manage subconsultants; the ability to meet WBE/MBE goals; and the demonstrated general ability to bring about a successful completion of the projects under the firm's direction.

Project examples should demonstrate creative solutions to address runoff quantity and quality issues, and an ability to provide targeted storm water management so as to maximize the efficiency of watershed detention practices. Maximum consideration will be given for projects demonstrating creative design and permitting approaches which resulted in time and/or financial benefits to the client.

Maximum consideration will also be given for experience with successfully completed site re/development projects (public or private) within Baltimore County. For the scope of this submission, a site re/development project is an engineered design covering a commercial or residential area, was subject to an NPDES permit for construction activity and involved, at the minimum, 4 out the following 5 tasks: a) site layout and grading; b) water and/or sanitary sewer design; c) storm drainage and stormwater management design; d) erosion and sediment control design; e) retaining walls and/or geotechnical work.

**With:**

2) Examples of projects completed (5 projects). Provide contact information for the Owner's Representative for each project listed. (60 points)

- Projects examples shall be recent, with design originating within the past 10 years. If a Consultant submits ongoing projects, it must be clear what has been completed, versus what was included in the scope of services but not yet completed.
- Each project description is not to exceed one page typed at MS Arial 12 or equivalent, normal font and paragraph spacing.
- It is prohibited to use project description space for personnel advertisement, biographies and – generally – for any purpose besides strict description of the presented engineering works.

Construction/conventional project examples must show successful completion of projects involving work otherwise described in the Scope by the **Prime Consultant**. Demonstrated project experience shall include experience with any combination of disciplines advertised in the scope. Of the 5 projects submitted, 2 shall be drainage asset management and planning project examples. A drainage asset management project shall consist of any drainage assets management work, run over any cartographic unit acceptable for the respective client and cover, at a minimum: 1. Drainage basin delineation; 2. Identification and field inspection of drainage assets (select an area with a most diverse section of such assets); and 3. Modelling of the hydrology and hydraulics for the respective area, using specialized and suitable computer software (strong preference given for use of USA EPA SWMM-based software products). Firms should also demonstrate successful completion of complex site development projects, and should provide metrics demonstrating construction costs compared to engineer's cost estimate. As applicable, the engineer's cost estimate vs. the lowest bid amount should be reported within project examples.

An assessment of past experience of the firm in general will be made. The qualities and indicators that will receive consideration include the number and types of projects the firm has completed; a demonstration of the firm's ability to undertake the project; the general level of experience in the areas of supervision, quality control, observing and monitoring projects; the firm's ability to realize timetables and quality control objectives; the ability to manage subconsultants; the ability to meet WBE/MBE goals; and the demonstrated general ability to bring about a successful completion of the projects under the firm's direction.

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#### **4. See question and answers below for information detailing evaluation criteria:**

**Question:** Under selection Criteria 2 for example projects it mentions design originating within the past 10 years and design and construction **completed** within the same range. Is this criteria required for the 2 drainage asset management and planning projects? In general, asset management projects are on-going without a finite completion date. We want to make sure having asset management projects included that are still on-going will be acceptable.

**Answer:** Refer to the revised Section Criteria 2 section per this addendum.

**Question:** Regarding the directions for examples of Projects Completed the following is noted: "Of the 5 projects submitted, 2 shall be drainage asset management and planning project examples. Firms should also demonstrate successful completion of complex site development projects..." Additionally, further down Page 4 it states: "Maximum consideration will also be given for experience with successfully completed site re/development projects (public or private) within Baltimore County. For the scope of this submission, a site re/development project is an engineered design covering a commercial or residential area..."

As the scope of work involves drainage, stormwater and restoration improvements for the County, as well as permitting and TMDL support, it is unclear why such importance is placed on development of commercial/residential areas, as this work is not part of the Scope of Services outlined on Page 2. Would a Maryland site development project that focuses on channel restoration or stormwater management (and checks 4 of the 5 listed components) be appropriate to address this criterion? Can the need for this criterion be further clarified?

**Answer:** Selection Criteria 2 and subsequent addenda describe the requirements for examples of projects completed. Please select example projects accordingly.

**Question:** Please clarify, the projects should include one each of 'drainage asset management' and 'planning project' examples, is that correct? And does a third project need to be a 'complex site development project' to get maximum scoring? Since the scoring rubric indicates the projects to be 60% of the total score, additional clarity on the expectations of this section is greatly appreciated.

**Answer:** Please refer to addendum 2.

**Question:** 15% of the score is given to the Reference rating forms, however certain public clients in this region have internal policies that forbid them from providing such ratings in this format, putting teams whose strongest experience lies with these clients at a disadvantage. Can the weight, or format, of these reference forms be reconsidered, particularly in light of the mere 5% assigned to Project Approach?

**Answer:** It is the responsibility of the applicant to provide references compliant with the terms of the ad and subsequent addenda.

**Question:** The 5 projects are noted at the bottom of Page 3 to be from the Prime Consultant. However the RFP also notes the importance of "...experience with successfully completed site re/development projects (public or private) within Baltimore County". For firms who perform the type of water/environmental work defined in the scope but do not do commercial/residential development work, may a subconsultant's experience be used to demonstrate the overall team's ability to meet this criterion?

**Answer:** Please refer to Addendum 2

**Question:** Is there a limit on the number of resumes used?

**Answer:** Please refer to Addendum 2

**Question:** Can another division of Baltimore County, outside of DPW, be used as one of the references?

**Answer:** Please refer to Addendum 2