

# BALTIMORE COUNTY PUBLIC SCHOOLS

Dr. Myriam Rogers ♦ Superintendent ♦ 6901 North Charles Street ♦ Towson, MD ♦ 21204

## ADDENDUM NUMBER 1

DATE: September 10, 2024  
BID NAME: Inspection, Maintenance, Repair, and Installation of Stage Curtain Systems  
BID NUMBER: GDA-307-25  
DUE DATE: NO CHANGE  
DUE TIME: NO CHANGE  
TOTAL PAGES: 4 + 1 Attachment

The following revisions and responses to questions are made to the original bid document. This addendum forms a part of the Contract Documents and modifies the Original Solicitation Documents accordingly and as noted below. Acknowledge receipt of this Addendum in the space provided on the "Addenda" form within the Form of Proposal.

### **SPECIFICATIONS**

ADD In Part II Section 1.1, add as a second paragraph below, which represents addition of approximately 160 schools that may utilize services.

Participating Cooperative Agencies:

- Howard County Public Schools
- Frederick County Public Schools
- Charles County Public Schools
- Caroline County Public Schools

Other entities may participate during the term of the contract.

ADD Add as a part of this solicitation, the attached MAPT Cooperate Rider Clause.

REPLACE The "GDA-307-25 Price Proposal" excel file required for bid submission as part of Form of Proposal page 00-4000-3 has been updated and replaced with "GDA-307-25 Price Proposal – ADDENDUM 1". All vendors must complete and attach "GDA-307-25 Price Proposal – ADDENDUM 1" along with the bid submission.

**Failure to complete and submit "GDA-307-25 Price Proposal – ADDENDUM 1" will deem the submission as non-responsive.**

*Engage. Empower. Excel.*

## **GENERAL**

#	Inquiry	Response
1	We have worked the Baltimore County contract for several years with a mixture of our own installers and third party subcontractors; is there a reason Part II Specifications General Requirements section 2.6 now requires four full time employees to do the work? This poses some challenges to completing the bid as requested because the industry itself is so small and niche that third party companies and part time employees are the norm for installations. To give an example, within the states of Delaware, Maryland and Virginia we are unaware of even one company in our industry with a physical location (aside from us)- let alone one who would hire four full time installers.	Regarding paragraph Part II section 2.6.2, BCPS will permit firms to only submit a minimum of two (2) certified technicians instead of four (4). Subcontracted technicians and workers used by award bidder must still adhere to the hourly rates, fingerprinting / background checks, and all terms and conditions set forth in this solicitation.
2	When BCPS says in 3.3 that it needs work history of any new installer on site is there a reason this information is needed?	BCPS wants to verify that proposed installers and technicians have had relevant training and experience working on the various services requested for stage curtain systems.
3	Could you help us reconcile 5.5.1 requirement for performance bonds for work over \$30,000 in the General Terms and Conditions with 5.1 in Part II Specifications General Requirements that states that no bonding is required for this solicitation?	Part II Section 5.1 states a "Bid Bond" is not required. Section 5.5.1 further adds that a "Performance Bond" and/or "Payment Bond" may be required for individual projects over \$30,000. Neither a bid bond nor performance/payment bonds are required during bid submission.
4	Is there any flexibility about 27.1's deliver requirements around the award bidder receiving drop offs? To this point we have never done that for previous versions of this contract. Instead, staff has received them.	Please see Part II section 18.0 for delivery requirements. Part II specifications supersede Part I in cases of conflict.
5	Section 30.2 requires a 72 hours guarantee for warranty work. This poses a serious challenge for a couple of reasons. First, if we are informed of the warranty work on a Thursday afternoon before a Friday holiday, the work isn't going to be done on a Sunday to meet the 72 hour demand. Also, if warranty work requires new materials we are at the mercy of suppliers to get those materials, manufacture according to what's needed, and install it. That process normally takes weeks on its own.	Warranty work shall follow the same response time as specified in Part II section 21.2.

6	Help us reconcile section 31 Subcontractors with Spec Requirements section 2 that states we can only use full time employees.	<p>Part II Section 27.0 permits the use of subcontractors with prior consent and approval from BCPS.</p> <p>To address the amended Part II section 2.6, for the Certified Technician Form located in the Form of Proposal, vendor may list both full-time and part-time technicians and workers. Please specify on this form any part-time technicians and workers.</p> <p>All subcontractors, full-time, and part-time employees working on-site at any facility must undergo required background checks as specified in the solicitation.</p>
7	Could we see an example of the report referenced in 32.13?	<p>No semi-annual statistical report formats are currently available under this contract.</p> <p>BCPS may coordinate with award bidders to develop reports related to items covered in Part II and Part III of this solicitation such as for Invoicing and Payment, Preventative Maintenance, Service Dates, etc.</p>
8	Under Part II 31.8 does this mean that vendor cannot be paid when a lift is necessary to perform the work?	<p>As specified in Part II section 31.8, rented lifts and specialty equipment may be billable if prior approval was specifically obtained from designated BCPS liaison.</p>
9	On the price proposal sheet, item 4D; Rear set curtains...your request is for 22 oz fabric. Historically we have done 15 oz fabric on your stages. We can use 22 oz without issue but it will cost more than using 15 oz. And over the number of BCPS stages that cost increase will be not insignificant. Please advise if 22 oz is desired.	<p>The Price Proposal required to be submitted along with the Form of Proposal has been updated.</p> <p>Item 4 has been updated to include only the material price with delivery and no longer includes installation. Item 4D has been updated to 15 oz weight instead of 22 oz weight.</p> <p>Item 5 has been updated to specify only the cost to remove, clean, and rehang the curtain, priced per square foot based on the full size of the curtain.</p> <p>All bid submission must include "GDA-307-25 Price Proposal – Addendum 1". Failure to complete and submit GDA-307-25 Price Proposal – Addendum 1 will deem the submission as non-responsive.</p>

10	Since the pre-bid conference we have seen no addendum related to the pricing structure for labor and curtain furnishing ( discussed as a potential forthcoming option). Do you want A. a separate price for curtain manufacturing and installation labor? Or, B. do you want a combined, comprehensive total price including furnishing / manufacturing and labor?	Please see response to question 9 above.
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All other specifications and terms remain as stated in the original document. This addendum is hereby made a part of the Contract Documents, on which the contract is based and is intended to modify, explain, correct and/or add to the original Contract Documents.

**END OF ADDENDUM**

Gabriel da Graca  
 Sr. Purchasing Agent  
 Baltimore County Public Schools - Office of Purchasing

Tony Corbett, Sr. Operations Supervisor  
 Bid file



### **Cooperative Rider Clause**

The Mid-Atlantic Purchasing Team (MAPT) is the agreement between the Baltimore Metropolitan Council (“BMC”) and the Metropolitan Washington Council of Governments (“MWCOG”) to aggregate the public entity and non-profit purchasing volumes in the Maryland, Virginia and Washington, D.C. region (“region”).

#### **Format**

A lead agency format is used to accomplish this work. The lead agency has included this MAPT Cooperative Rider Clause in this solicitation indicating its willingness to allow other public entities to participate pursuant to the following Terms and Conditions:

1. Terms
  - a. Participating entities, through their use of the Cooperative Rider Clause, agree to the terms and conditions of the resulting contract to the extent that they can be reasonably applied to the participating entity.
  - b. Participating entities may also negotiate additional terms and conditions specific to their local requirements upon mutual agreement between the parties.
2. Other Conditions - Contract and Reporting

The supplier/contractor and participating entity agree:

- a. The contract resulting from this solicitation shall be governed by and "construed in accordance with the laws of the State/jurisdiction in which the participating entity officially is located;
- b. To provide to BMC and/or MWCOG contract usage reporting information, including but not limited to quantity, unit pricing and total volume of sales by entity, as well reporting other participating entities added on the contract, on demand and without further approval of contract participants;
- c. Contract obligations rest solely with the participating entities only;
- d. Significant changes in total contract value may result in further negotiations of contract pricing with the lead agency and participating entities.

In pricing and other conditions, vendors are urged to consider the broad reach and appeal of MAPT with public and non-profit entities in this region.

A list of the participating members of the Mid-Atlantic Purchasing Team can be found at the following web links <https://www.baltometro.org/purchasing/about/current-bidding-opportunities>

**GDA-307-25 Inspection, Maintenance, Repair and Installation of Stage Curtain Systems  
Pre-Bid/Proposal Meeting Attendees  
August 30, 2024 @ 11:00AM**

<b>Company Name</b>	<b>Meeting Attendance</b>	<b>Name &amp; Title of Individual(s) Attending</b>	<b>Email Address for Individual(s) Attending</b>
Parlights	Yes - We will attend	Paul Shillinger, Systems Sales Associate	<a href="mailto:paul.shillinger@parlights.com">paul.shillinger@parlights.com</a>
Wonder Pop Design and Consulting LLC	Yes - We will attend	Nicole Sweat - Owner	<a href="mailto:nicole@wonderpopdesign.com">nicole@wonderpopdesign.com</a>
Luxout Products	Yes - We will attend	Mike Miller, Sales; Scott MacFayden, VP of Sales; Bruce Vann, President	<a href="mailto:mmiller@luxout.com">mmiller@luxout.com</a> ; <a href="mailto:scott@luxout.com">scott@luxout.com</a> ; <a href="mailto:bvann@luxout.com">bvann@luxout.com</a>
BCPS	Cherelle Vasudevan, Purchasing Representative		<a href="mailto:cvasudevan@bcps.org">cvasudevan@bcps.org</a>
BCPS	Gabe DaGraca, Sr. Purchasing Agent		<a href="mailto:gdaqraca@bcps.org">gdaqraca@bcps.org</a>
BCPS	Bob Ball, MBE Specialist		<a href="mailto:rball@bcps.org">rball@bcps.org</a> 443-809-9390
BCPS	Tony Corbet, Sr. Operations Contract Maintenance Supervisor		<a href="mailto:tcorbett@bcps.org">tcorbett@bcps.org</a>