



The Maryland-National Capital Park & Planning Commission
Department of Finance - Purchasing Division

6611 Kenilworth Avenue, Suite 300 • Riverdale, Maryland 20737 • 301-454-1600 Fax: 301-454-1606

October 25, 2019

Project: **PROFESSIONAL CONSULTING SERVICES YOUTH SPORTS STRATEGIC PLAN**
Bid No.: **B39-149/LRT**
SUBJECT: **Addendum Number Three**

The following changes and/or clarifications to the above referenced project are being provided to all prospective Bidders:

To clarify REQUEST FOR PROPOSAL:

CLARIFYING QUESTIONS

Q1: Addendums one and two do not contain the attendees of the pre-bid conference. Can the Commission please issue this list of attendees?

A1: **The attendees list is attached and can also be found on our website and eMarylandMarketPlace.**

Q2: Task C includes “Recommend a branding campaign...” Could you please clarify the scope of the contractor’s responsibilities for the campaign? Are you seeking strategic recommendations or the actual development and implementation of a campaign?

A2: **Seeking strategic recommendations NOT the actual development/implementation of a campaign.**

Q3: Does the Commission have a preferred method of surveying/gathering feedback from the large community it serves that proposers should take into consideration? Additionally, are there any recent (within two years) community surveys completed that include any youth sports feedback?

A3: **A balanced method of in-person, hard copy, and/or online methods for capturing community feedback is preferred. We want to ensure the community has multiple ways of providing the Department with their feedback. No recent community surveys on youth sports.**

Q5: Part III: Forms states, "All Offerors must submit the following required forms with your proposal," which includes Form G, a sample contract. However, Part III then states, "This is a sample contract for informational purposes. Any exceptions requested shall be submitted at time of proposal submission. If no exceptions, the successful Offeror shall submit original signature contract to the Commission for final execution within ten business days of issuing a Letter of Intent to award."

Could the Commission confirm that it only requires an acknowledgement of the terms and conditions in this contract, or a listing of desired modifications/exceptions to the contract with submitted proposals?

A5: **The sample contract is for informational purposes the official contract will be sent to the awardee for review and desired modifications/exceptions.**

All other terms and conditions of the bid document apply.

Bidders must acknowledge receipt of this Addendum by signing and returning with their bid.

Lawrence Taylor

Lawrence Taylor
Procurement Specialist

Acknowledge Receipt by
Authorized Representative

Name of Firm Submitting Bid

Typed Name/Title

Date



The Maryland-National Capital Park & Planning Commission
Department of Finance - Purchasing Division

6611 Kenilworth Avenue, Suite 300 • Riverdale, Maryland 20737 • 301-454-1600 Fax: 301-454-1606

PRE-PROPOSAL ATTENDEES LIST

PROJECT: P39-149/LRT - PROFESSIONAL CONSULTING SERVICES
YOUTH SPORTS STRATEGIC PLAN

PRE-BID CONFERENCE: October 04, 2019 10:00 am

BID OPENING: October 24, 2019 on or before 10:00 AM

Company:	STANTEC IN ASSOCIATION WITH BERRY DUNN		
Contact:	JOHN SEKERAK	Phone:	301 444 8282
Street Address	20440 CENTURY BLVD #240	Fax:	301 444 8181
City, State, Zip	GERMANTOWN, MD 20874	Email:	JOHN.SEKERAK@STANTEC.COM

Company:	Sports Facilities Advisory LLC		
Contact:	Justine Nicholson	Phone:	727 674 8366
Street Address	600 Cleveland St. Suite 910	Fax:	
City, State, Zip	Clearwater FL 33755	Email:	jnicholson@sportadvisory.com

Company:	Victus Advisors		
Contact:	Jeff Goldscher	Phone:	240 475 8174
Street Address	11407 Ellington St.	Fax:	
City, State, Zip	Fulton, MD 20759	Email:	Jgoldscher@victusadvisors.com

Company:	BRAILS FORD & DUNLAVEY, INC.		
Contact:	SANATH KALIDAS	Phone:	202.266.3447
Street Address	140 CONNECTICUT AVE.	Fax:	
City, State, Zip	WASHINGTON, DC	Email:	SKALIDAS@PROGRAMMANAGE CONS

Company:	I SC COACHING & CONSULTING		
Contact:	Ronnie Gathers	Phone:	2408760292
Street Address		Fax:	
City, State, Zip		Email:	

Company:			
Contact:		Phone:	
Street Address		Fax:	
City, State, Zip		Email:	

Company:			
Contact:		Phone:	
Street Address		Fax:	
City, State, Zip		Email:	

Company:			
Contact:		Phone:	
Street Address		Fax:	
City, State, Zip		Email:	