



11400 Robinwood Drive • Hagerstown, MD 21742-6514

RFB HCC24-002 for Retaining Walls Repair

Addendum 1, posted on March 25, 2024, consisting of a recap of the site tour which occurred on March 22, 2024 and sign-in sheets from the meeting.

The pre-bid meeting was attended by 5 people, representing 4 firms in addition to the HCC staff members below:

- Brian Saddler, HCC, Grounds Supervisor
- Alicia Cullop, HCC, Manager of Procurement Services

The site tour started at approximately 1:05 PM after all firms signed in and concluded at 1:30 PM. Those in attendance were given a tour of the retaining walls by the Student Center, Behavioral Sciences and Humanities, Administration Building, and Learning Resource Center. There is a vine that covers some of the retaining wall by the Administration Building. Brian stated that Facilities could remove that if the awarded Contractor needs it to be done to prepare for the retaining wall repair work. Brian stated that either precast or cast-in-place concrete are acceptable. Contractors were allowed to take measurements and pictures. Contractors may come back to campus to view retaining walls and take necessary pictures or measurements for this project. We will not be having an additional HCC led site tour. Firms were instructed that any questions from the tour would need to be submitted in writing to bids@hagerstowncc.edu.

The following questions were received during the meeting:

Questions & Answers:

Q1: Does the mortar need to match what is currently there?

A1: As much as possible to match is preferred, however, the college understands that all products used in existing retaining walls may or may not be available still.

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Q2: Is there a spec for capstone?

A2: Not for capstone.

Q3: Is there a spec for faux stone?

A3: HCC plans to look into this and provide more details in Addendum 2.

Q4: Is a bid bond required?

A4: Yes, if bid price is \$100,000 or more.

Q5: Is electronic bid submission an option?

A5: No, the college does not have the capacity to receive electronic bids currently. We are looking to implement this after July of this year for future projects.

Q6: This project will be awarded to the low bidder?

A6: Yes, the lowest bidder who is deemed to be responsive and responsible to bid requirements.

Upcoming Deadlines:

The Q&A period will close on **March 26, 2024**. All questions must be submitted to bids@hagerstowncc.edu prior to 12:00 PM. See details on page 4 of the RFP.

The technical proposal closing is **April 8, 2024** at 10:00 AM. See RFP for full delivery details.

Respectfully submitted,



Alicia Cullop
Manager of Procurement Services

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