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Addendum # 2 – Evaluation & Selection Process / Form or Proposal 03/19/2026

Date of Addendum:

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	Section IVg. Evaluation & Selection Process
2	Form of Proposal

2.0 – CLARIFICATIONS

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

Item	Description
1	Addendum No. 2 supersedes Addendum No. 1 in its entirety.
2	Section 2c, Task 3, Clarification to Item 3.b (Modeling Software): Bentley Open Flows products are preferred. The Consultant may propose alternative software for consideration. All alternatives must be EPANET compatible.
3	Section 2c, Task 3, Clarification to Item 3.d Field Calibration shall be performed: Worcester County will provide available pressure and flow data and support in collection of additional data to perform calibration.
4	Section 4e. Update to Item b: Worcester County will assist with hydrant flow testing by providing personnel to provide all flow testing equipment, operate hydrants, conduct the test, and record data. The Consultant shall analyze the results.
5	Section 4g: Replace Evaluation and Selection Process in its entirety with the following evaluation and award criteria.
6	Section 4h, Replace Cost Proposal From section in its entirety.

7	Replace FORM OF PROPOSAL in its entirety
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3.0 – 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
1	<p>Since the GIS mapping for the water systems is 90% updated, should we assume it’s good to hydraulically model from or should we budget time to get it finalized before we model? The County will provide the Consultant with access to available GIS data, including shapefiles, for use in completing the work under this contract. This data is provided for reference purposes only and may not be complete or fully accurate. The Consultant shall review the GIS data in the course of their work and flag any areas where the data appears inconsistent, incomplete, or questionable, and shall request clarification from the County before proceeding with work that relies on that data. The Consultant is not responsible for performing a comprehensive quality assurance and quality control review of the County's GIS data, nor for correcting or updating the County's GIS database as part of this contract.</p> <p>The Consultant shall document all assumptions made where GIS data was used as a basis for modeling and shall clearly identify in their deliverables any locations where data quality uncertainty may affect model results. Where the County is unable to resolve a data question raised by the Consultant, the Consultant shall note the unresolved assumption in the model documentation and identify the potential range of impact on model outputs. The County acknowledges that the accuracy of model results is dependent in part on the quality of the underlying GIS data, and that findings or recommendations derived from areas of known data uncertainty shall be interpreted accordingly. Revisions to the model required solely as a result of corrections to County-provided GIS data discovered after model completion may be addressed through a supplemental scope of work at the County's discretion.</p>
2	<p>For Hydraulic Analysis, can we assume no PFAS upgrades at the well houses for next 10 years that would inherently impact the discharge flow/pressures entering the overall water system? PFAS treatment upgrades at one or more well houses are possible within the 10-year planning horizon (2025–2035); however, specific projects have not been designed, permitted, or funded at this time. For purposes of the hydraulic model and Capacity Management Plans, proposers shall assume current well house discharge flows and pressures as baseline conditions.</p>
3	<p>Should we avoid the need to add altitude valves when modelling storage upgrades for future flow projections? Proposers shall include altitude valves (or equivalent pressure control elements) in the hydraulic model where storage upgrades are evaluated as part of the 10-year growth scenarios. Altitude valves are considered standard appurtenances for storage facilities in this system and shall be modeled accordingly to accurately reflect fill/drain behavior and pressure zone management.</p> <p>Where existing storage facilities already utilize altitude valves, current operational settings shall be used as the baseline. For proposed future storage improvements, proposers shall assume altitude valves will be installed and model them using industry-standard assumptions, clearly documented in the model calibration report.</p>

SECTION IV g, EVALUATION AND AWARD

1. All Vendors are advised that in the event of a receipt of adequate number of Proposal Documents which, in the opinion of the County, require no clarification and/or supplementary information, such Proposal Documents may be evaluated without discussion. Hence, Proposal Documents should be initially submitted on the most complete and favorable terms which Vendors are capable of offering the County. Proposal Documents will be evaluated using the following criteria:

<u>Weighting Factor</u>	<u>Criterion</u>
31.25%	Technical Approach (100 points) 31.25% Understanding of project requirements (30 points) Methodology and work plan quality (35 points) Quality assurance procedures (20 points) Innovation and value-added approaches (15 points)
25%	Firm Qualifications (80 points) 25% Relevant project experience (40 points) MDE regulatory experience (20 points) Client references and past performance with Worcester County (20 points)
18.75%	Project Team (60 points) 18.75% Key personnel qualifications (35 points) Team organization and availability (15 points) Local presence and accessibility (10 points)
9.375%	Schedule and Management (30 points) 9.375% Schedule feasibility and logic (20 points) Project management approach (10 points)
15.625%	Cost Proposal (50 points) 15.625% Cost reasonableness and competitiveness (50 points)

2. Each Vendor will be rated for each criterion on a scale of zero to four as described below.

Unacceptable	0
Poor	1
Fair	2

Good	3
Superior	4

- a. A Vendor's final grade will be the sum of each criterion's rating multiplied by the weighting factor listed above.
3. After identifying the short list of the most qualified Vendor(s) based on the evaluation criteria, representative(s) may be required to clarify their Proposals by making individual presentations to the evaluation committee.
4. The County may enter into negotiations with Vendors and invite best and final offers as deemed to be in the best interest of the County. Negotiations may be in the form of face-to-face, telephone, facsimile, e-mail or written communications, or any combination thereof, at the County's sole discretion.
5. Vendors are strongly advised not to prepare their Proposal submissions based on any assumption or understanding that negotiations will take place. Vendors are advised to respond to this Request for Proposals fully and with forth-rightness at the time of Proposal submission.
6. Vendors are strongly cautioned not to contact elected officials or members of the evaluation committee. All questions and comments should be directed through the Purchasing Department. Inappropriate efforts to lobby or influence individuals involved in this selection may result in dismissal from further consideration, at the County's sole discretion.

FORM OF PROPOSAL

To whom it may concern:

We hereby submit our Proposal Documents for “Design Services for the Development of Water Supply Capacity Management Plans “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.

TASK	DESCRIPTION	UNIT OF MEASURE	TOTAL PRICE
1	Develop Capacity Management Plan (CMP) for Ocean Pines System	Lump Sum	
2	Develop Capacity Management Plan (CMP) for the MD 611 Corridor System	Lump Sum	
3	Water Model of Ocean Pines System	Lump Sum	
Total Not to Exceed Price			

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

