

BALTIMORE COUNTY, MARYLAND
DEPARTMENT OF PUBLIC WORKS AND TRANSPORTATION
DIVISION OF CONSTRUCTION CONTRACTS ADMINISTRATION
111 WEST CHESAPEAKE AVENUE
TOWSON, MARYLAND 21204



Contract No. 24096 PO0
Project No. 100362281
Hannah More Center Mechanical Upgrades -
12035 Reisterstown Road, Reisterstown, Maryland 21136
Reisterstown – District 4c4

ADDENDUM NO. 1

DATE: 10/24/2025

Contact: Anthony Crews, 410-887-3531, tcrews@baltimorecountymd.gov

To All Bidders

This addendum is hereby made a part of the Proposal and the Special Provisions, and is hereby incorporated into the Contract. Should this addendum conflict with any portion of the Special Provisions, the Proposal, or any prior addenda, this addendum shall supersede and control.

Please note the attached changes, corrections, and/or information in connection with the contract and submit bids and be otherwise governed accordingly.

For Your Information

Attached are the pre-bid meeting minutes along with the list of attendees that was held on Wednesday, October 22, 2025 @ 10:00 A.M. EST. vis Webex.

Attachments – 2

Please sign below acknowledging receipt of this addendum and return with your bid.

Company Name

Signature

**BALTIMORE COUNTY DEPARTMENT OF BUDGET & FINANCE
PROPERTY MANAGEMENT**

Pre-Bid Meeting

Project: Hannah More Center – HVAC Replacement

Purchase Order Number: 24096P00

Meeting Date: October 22, 2025 @ 10:00 AM

Location: Virtual

Attendance:

<u>NAME</u>	<u>REPRESENTING</u>	<u>PHONE #</u>	<u>E-MAIL</u>
Stephon Merritt	Lightning Electric		
Dorian Marshall			
Shane Harbo	Balto. Co. Prop. Mgmt.		sgharbo@baltimorecountymd.gov
Mebt Bekele	Balto. Co. Prop. Mgmt.		mbekele@baltimorecountymd.gov
Bill Sherd	Balto. Co. Prop. Mgmt.		bsherd@baltimorecountymd.gov
Amy Horning	Balto. Co. Prop. Mgmt.		ahorning@baltimorecountymd.gov
Gary Brown	Balto. Co. Prop. Mgmt.		gbrown@baltimorecountymd.gov
Stephen Devon	RMF Engineering		steve.devon@rmf.com

I. Correspondence:

A. Contact and address for Baltimore County Property Management (BCPM):

Baltimore County Property Management
12200 Long Green Pike
Glen Arm, Maryland 21057
Attn: Mebt Bekele
mbekele@baltimorecountymd.gov
410-887-3283

B. Contact and address for Consultant:

RMF Engineering
5520 Research Park Drive
Baltimore, Maryland 21228
Attn: Steve Devon
steve.devon@rmf.com
410-576-0505
C: 410-218-6451

II. Meeting Minutes:

1. Gary Brown went over WMBE requirements. WMBE goal for this project is 23%
2. Prevailing wage rates will apply to this project. Shane Harbo went over requirements in detail.
3. Liquidated damages will be \$1500 per day.
4. Steve Devon gave a brief overview of project that includes all work in main mechanical room and replacement of cooling tower as Base Bid and all work in the Health Center is Add Alternate No.1.
5. This project will be Commissioned by a CxA hired by Baltimore County but contractor is to include all contractor time to perform functional tests, attend inspections and meeting and all other tasks required for CxA to complete the commissioning process.

III. All Correspondence in the form of an RFI goes to the (Consultant):

Stephen Devon of RMF, (steve.devon@rmf.com) and copy Mebt Bekele, (mbekele@baltimorecountymd.gov);

1. Do not send anything directly to Mebt Bekele.

IV. Schedule:

1. Deadline for RFIs: October 28, 2025
2. Deadline for Reply to RFIs; November 3, 2025
3. Bid Due Date: November 6, 2025 @10:45 a.m.
4. Deliver to address shown in solicitation. Bids to be opened per solicitation.
5. NTP: Will be issued after Prevailing Wage gives Approval
6. Start Construction: Target Date – May 4, 2026
7. Construction Complete: Target Date – December 28, 2026

This concludes our understanding of the items discussed. Please forward any comments or clarifications to the writer within *three* business days. Those in attendance are responsible for forwarding copies to their coworkers, consultants, and subcontractors.



Stephen Devon, PE