

**Office of Finance
Division of Procurement
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

January 3, 2025

NOTICE TO OFFERORS

**The following are questions and responses regarding
RFP 4458.2, Facility Condition Assessments**

No.	QUESTION	RESPONSE
1.	Can you please have a site list with corresponding square footage for all facilities included in the assessment study? This is essential to provide accurate pricing info.	See Appendix A
2.	The RFP states that the responses should follow each section of the RFP. Are we correct in assuming that the responses should cover RFP sections 1-6, or do we need to cover all 20 sections, which would add a tremendous amount of length to the proposal?	Cover all sections. If the section does not require a detailed/technical response, simply reply “Understand and Comply”.
3.	Please clarify submittal instructions. The RFP states in one section that flash drives with electronic copies are desired and that electronic submittals are not accepted, and then in another section asks for 3 hardcopies and doesn't mention anything about flash drives. What exactly does MCPS require as a submittal?	Please refer to addendum number 1 which clarifies the submission instructions.
4.	Is there a previous FCA report per school that can be shared?	Previous KFI report per school shall be shared for information only.
5.	Can surveys be completed during school hours?	Surveys can be performed between 6:00 am and 5:00 pm, but instructional spaces are not accessible during school hours.
6.	Can surveys be completed during weekends, and will MCPS staff be available to escort?	No surveys can be performed during weekend, holidays, and MCPS systemwide closures. Some schools provide summer programs, and instructional spaces may not be accessible during school hours even during summer break.
7.	We plan to use drones for exterior and roof surveys. Will this be acceptable?	The use of drones is acceptable, but all local and federal regulations must be followed, and restrictions may apply.
8.	Are building MEP plans available for each building?	Archive drawings are available including MEP plans, but they may not reflect the current conditions.

<p>9.</p>	<p>Acoustical readings will need to be taken during class sessions for appropriate assessment. Will this will be acceptable?</p>	<p>Instructional spaces can't be disturbed during the instructional period.</p>
<p>10.</p>	<p>Should it be assumed that every classroom in a typical school will need an assessment, or can we utilize a statistical sample?</p>	<p>It can be a statistical sample, but backup data must be included as part of the assessment report.</p>
<p>11.</p>	<p>We plan to address every classroom in the IAQ assessment, this could be over 10,000 room assessments. Please confirm.</p>	<p>IAQ data collected by MCPS is to be shared with a successful contractor, but they are responsible for reviewing the data and verifying them by sampling.</p>
<p>12.</p>	<p>In the scope of services, key objectives 5, 6, 7, 8 will be addressed in each school with a representative sample of classrooms or, would you like every classroom visited and assessed?</p>	<p>IAQ data collected by MCPS and archived drawings are to be shared with a successful contractor, but they are responsible for reviewing the data and documents and verifying them by sampling.</p>
<p>13.</p>	<p>A. Could you provide a sample output file from asset essential for a school? B. Could we have API access to asset essential?</p>	<p>A successful contractor is to be provided API access to Asset Essential for viewing and sorting only. The agreement needs to be signed to adhere to MCPS user policy prior to accessing Asset Essential.</p>
<p>14.</p>	<p>We plan to utilize our own proprietary software and create a digital twin of the school and reality capture systems to provide the assessment. Are there any limitations to the final output?</p>	<p>The final output must be in a shareable format without proprietary software.</p>
<p>15.</p>	<p>We have current active Montgomery County Public School badges; will this be able to be used for this project?</p>	<p>If the badge is issued after January 1, 2019, it can be used for this project.</p>
<p>16.</p>	<p>Will we (the prime) be precluded from any future design related work based on the assessment's recommendations? If so, will our subconsultants be precluded?</p>	<p>This FRP is for the assessment only, not requesting to provide design recommendations.</p>
<p>17.</p>	<p>Could you upload the attachments as indicated in the response? Equal Opportunities Certification (Attachment A) Certification of Non-segregated Facilities (Attachment B) Minority Business Enterprise (Attachment C) Non-Debarment Acknowledgement</p>	<p>The separate attachments are uploaded to the open solicitation webpage.</p>

	(Attachment D)	
18.	If the school district wishes the consultant to provide a Facility Condition Index “FCI” as part of the assessment, current replacement values for each facility are necessary to calculate this metric. Does the school district have current replacement values for its facilities, or should we assume the development of high-level current replacement value cost estimates will be required?	Baseline replacement values for the insurance can be provided, but the successful contractor is responsible for verifying values by sampling up to 10% of total schools assigned to each milestone project schedule as a base bid price. Responders shall provide an add alternate price to develop high-level current replacement value cost estimates for all schools.
19.	Please confirm that the scope calls for cost estimates to be developed only for those items identified as deferred maintenance. A. Confirm what level of detail the district would like to see in the deferred maintenance cost estimate. B. For other actions identified (i.e. capital renewal, capital improvement, cyclical maintenance items) how should costs be provided for these items?	The scope of work includes providing a Facility Condition Index (FCI), and the cost estimates to be developed for all necessary repairs and replacements to address deficiencies and deferred maintenance in a facility. System level FCI shall be provided.
20.	With the limited information provided with this RFP, developing a fee proposal will be challenging, can the school district provide a building list, or preferable a standard pricing format for bidders to follow?	The building list is attached on the open solicitations webpage.
21.	Is there a pre-bid meeting for this project? If so, could you please send me info on when and how to attend it? If the pre-bid meeting has already been held, will it be possible to get a list of participants?	No. There was no scheduled pre-bid meeting. Not Applicable
22.	We are a certified MBE in MD and would like to connect with the bidders to participate in the bidding process. Is there any other way to get connect with them?	MCPS doesn’t have a list of interested proposers.
23.	Is the deadline to submit the proposal being considered for extension? The bid was published during the holiday season, hence asking.	Not at this time.
24.	Is there a specific pricing form you would like to see used in the proposals?	See Erratum #2 with the requested pricing information.

