

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

January 20, 2023

NOTICE TO BIDDERS

**The following are questions and responses regarding
RFP No. 4967.1, Theatre Productions and Theatre-based Programs for High School Students**

Question 1: Clarifying whether the proposal only includes performances on school property or whether students can take field trips to performing arts institutions for performances.

Answer: Ideally, performances during the regular school day would take place on school property. There could be more flexibility in the summer. However, if the proposal includes attending performances off-site, transportation costs should be included in your response.

Question 2: Section 4.0 states "All services during the initial term must be completed by September 15, 2023." To be clear, that means ideally the programming in the proposal would happen in the summer or the first couple weeks of school? And then MCPS would decide whether to extend the contract, correct?

Answer: Yes, ideally. However, the option to renew would be extended prior to the end of the initial one-year term. Therefore, services can still be requested between September 15, 2023, and the end of the initial term, if needed.

Caleb L. Young, Buyer II
Division of Procurement

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Please indicate your receipt of this notice by signing below and returning with your proposal or under a separate cover.

Accepted By: _____
(Name & Title)

Name of Company: _____