

**Division of Financial Management
Department of Procurement
MONTGOMERY COUNTY PUBLIC SCHOOLS
45 W. Gude Drive, Suite 3100
Rockville, Maryland 20850**

October 7, 2026

**The following are responses to questions received regarding RFP 9922.1,
Lease of MCPS Holding Facilities:
Grosvenor Center and Radnor Center**

Please note that the questions and the responses below are specifically in reference to the Grosvenor Center, not the Radnor Center.

1. If MCPS selects multiple tenants how will that work with restroom use?
 - A. *Specific restroom arrangements would depend on the areas of the facility leased by each organization. Generally, a restroom or group of restrooms could be dedicated to a single tenant, provided that sufficient restroom facilities remain available elsewhere in the building.*
2. Does the facility have central air? Are the window units supplemental?
 - A. *The facility has central air conditioning in portions of the building. Rooms equipped with window A/C units do not have central air conditioning. Window units are mostly in the right wing of the building as you face it.*
3. Are A/C units working? Do all window units work? If they aren't all working, will MCPS replace non-working units?
 - A. *All A/C units are in working order to MCPS' knowledge. If a window unit is not working, MCPS Maintenance will repair or replace it.*
4. What type of air conditioning does the All Purpose Room (APR) have?
 - A. *The APR is served by two-unit ventilators.*
5. In terms of air, is the temperature regulated by MCPS or are there individual controls in each room?
 - A. *Rooms with central A/C have individual thermostats that allow the temperature to be adjusted. The HVAC system is typically switched from cooling to heating in the fall as outdoor temperatures begin to cool, and from heating to cooling in the spring as outdoor temperatures begin to consistently increase. The temperature range will be suitable for food storage.*

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6. Why are there stickers mentioning asbestos near the ceiling?
 - A. *These stickers are intended to notify individuals that pipes above the ceiling tiles may be wrapped in asbestos-containing material, so that anyone performing work on or around the pipes is aware of the potential presence of asbestos.*
7. Why are floor tiles missing in some places?
 - A. *If floor tiles are missing near the front of a classroom, it is typically because a Smart Board was previously mounted in that area and has since been removed. The missing floor tiles are being replaced.*
8. Is there a parking lot in the back?
 - A. *No, there is no parking lot at the rear of the building. The parking lot on the west side of the building is the only parking lot available.*
9. Will this facility be a polling place?
 - A. *The facility will remain a polling place this year. However, if a tenant leases the All-Purpose Room, MCPS will notify the County so that an alternate voting location can be identified.*
10. Is there a heating system in the outdoor storage near the kitchen?
 - A. *No.*
11. Storage?
 - A. *There is a pantry storage room (131) next to the cafeteria/kitchen. There are additional storage closets located throughout the building: 106, 120, 128, and 137.*
12. How would a wing be secured if there is more than one tenant? How will space be split if there's more than one tenant? What are the rules and expectations for multiple tenants sharing halls, corridors, and entrances (Section 1.01)? Will a tenant have a guaranteed minimum number of parking spaces and will MCPS construct or otherwise handle the partitioning of the building should there be multiple tenants?
 - A. *MCPS would work with Security to develop a plan that keeps each tenant's leased area separate while maintaining required emergency egress. The specific arrangement would depend on the needs and configuration of the tenants. For example, doors between sections of the building could be closed, allowing one tenant to enter through the front entrance and another through a side entrance, with each tenant having dedicated restroom facilities.*

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13. Will the facility be open for ICB use by other tenants or MCPS?
- A. ICB use would depend on which areas of the building are leased. MCPS can block off leased areas from ICB use. For example, if a tenant leases the All-Purpose Room, that room would be unavailable for community use.*
14. What is the duration of the lease, and when does the two-year lease term begin?
- A. The lease term will be two years from the lease commencement date. Please refer to the language released on September 4, 2026.*
15. Is the move-in date vs. the effective date taken into consideration? Is building modification time included/excluded in the lease duration?
- A. Leases are two years with an option to renew. Inclusion or exclusion of construction modification time would be taken into consideration depending on the duration of said construction.*
16. What types of security does the building have?
- A. The facility has two exterior and two interior security cameras and an IP video intercom and is part of the MCPS visitor access control system, which utilizes swipe cards for entry.*
17. Are interior cameras operational? (In back hallway past Media Center)
- A: Yes, the interior cameras are operational.*
18. Will tenants receive swipe cards to enter the building? Are we or would we be required to follow the MCPS personnel background check policies for all volunteers?
- A. Yes, most likely. MCPS is developing a tenant badging system that would allow tenants to access the buildings they lease by swiping a card at the card reader near the entrance.*
19. Will tenants receive keys to their interior doors?
- A. Yes. MCPS will provide keys to the tenant.*
20. What ADA features are there in this facility?
- A. Please refer to the Facility Condition Assessment report available at <https://ww2.montgomeryschoolsmd.org/departments/facilities/FCI/>.*
21. Is the facility up to compliance with fire safety?
- A. Yes, the facility is up to date with fire safety requirements.*

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22. Is a fire suppression system needed in the kitchen?

A. The kitchen is currently considered a warming kitchen and has required systems for such. The type of use of the kitchen by the tenant will be subject to health department inspection and a final inspection once the tenant's lease is over.

23. Is the Grosvenor Center used as a polling place?

A. Yes, the facility is currently listed as a polling location. However, MCPS will notify the Board of Elections and request that the facility be removed from the polling location list if a tenant leases the All-Purpose Room.

24. What about the kitchen equipment? Will equipment currently in the kitchen convey and will it be available for tenant use?

A. The facility does not have a full-service kitchen; it has warming equipment only. It has not yet been determined whether the warming equipment will remain at the facility or whether MCPS may relocate it to another school in the near future.

25. If a tenant wants to make pre-occupancy renovations after lease start date in February 2027 can the lease be 2 years from the actual move-in date?

A. Leases are two years, start to finish. Renovation time can vary widely, depending on scope. This would be determined on a case-by-case basis.

26. Will building and trade permits be required for work on the building such as electrical, water filtration work, widening door, rehabbing loading dock, etc?

A. The Montgomery County Department of Permitting Services can address questions regarding permit requirements. Regardless of whether a building permit is required, any facility modifications proposed by the tenant must be reviewed and approved by MCPS.

27. Would use of property be changed if an entity other than a school leased and renovated? (For Montgomery County Permitting purposes.)

A. No. The building would remain classified as "Educational Use."

28. Please clarify outdoor responsibilities. Where is the area that the tenant would have to arrange mowing? If the building has multiple tenants, how are Section 10.02 maintenance responsibilities such as interior/exterior, mowing/landscaping within 50 feet allocated among the tenants?

A. The tenant will be responsible for maintaining the area within 50 feet of the building, but not the field. Please see Attachment A for a site map identifying the areas where the tenant will be responsible for removing snow and mowing, including mowing and maintaining the grassy courtyard.

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29. Will the outside freezer and two sheds convey for tenant use?

A. Yes, it is expected that the tenant will be able to use these.

30. What hours are tenants able to be in the building? What hours is the building heated and cooled? If produce was stored, would it get too hot/cold in the rooms to store produce?

A. Standard hours of use are 8:30 a.m. - 5:00 p.m. Monday - Friday; this can be negotiated. Temperatures in this building are controlled locally by thermostats.

31. How many parking spaces are currently available, and how many spaces will be allocated to tenants? Please clarify whether there are 62 or 69 spaces, as the shed currently occupies several spaces.

A. There are 62 parking spaces. MCPS will establish the allocation of parking spaces to the tenant(s) in the lease agreement.

32. Is the fence currently around portables staying?

A. The gate will be unlocked once the portable classrooms have been removed. A determination will be made at a later date as to whether the fence will remain as is, be partially removed, or be fully removed.

33. Can a tenant put up exterior signage? Is exterior signage/banner space regulated by MCPS?

A. Yes, exterior signage may be permitted, subject to MCPS review and approval.

34. When will relocatable classrooms be removed?

A. Relocatables are scheduled to be removed by October 30, 2026 and the blacktop and fields will be restored.

35. Non potable water? Why is that? Would MCPS correct that?

A: Our Environmental Team Leader reports that the water is potable, supplied by WSSC. The water at Grosvenor Center was last tested in 2020 as it was occupied by a school. Two outlets that failed were replaced.

36. Can tenants plant gardens?

A. Possibly, depending on the proposed garden. Low-maintenance landscaping is preferred, and any proposed plants and locations must be reviewed and approved by MCPS.

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37. What will be considered common areas as far as a lease? How would that relate to an additional tenant?
- A. Generally, corridors and restrooms are considered common areas. Staff lounges and break rooms may also be designated as common areas. However, some leases provide tenants with exclusive access to restrooms and staff lounges, in which case those areas are considered part of the tenant's leased space.*
38. Do tenants need to install their own security systems? Who is responsible for security? Could we install our own security system?
- A. No. Tenants are not required to install their own security systems. Tenants may install an additional security system, but any such system must be reviewed and approved by MCPS.*
39. Please clarify the timeline for the tenant selection process.
- A. Please refer to the updated RFP, re-released on September 4, 2026, for the tenant selection timeline. Following the selection process, the Board of Education's decision typically takes approximately 6–8 weeks.*
40. Will the tenant be able to use the outdoor storage sheds? Outdoor cold storage?
- A. Tenants will be able to use the outdoor storage sheds, with prior permission from MCPS Facilities staff. We cannot guarantee temperatures or conditions in the outdoor storage sheds*Can the standard Hours of Use (Section 1.10: 8:30 AM–5:00 PM) be modified to allow the tenant to operate from 8:30am to 8:30pm Monday through Friday and potentially a partial day on Saturday, without routing through CUPF Occasional Use approval or fees?
- A. Modified hours should be possible at this location without needing to go through CUPF depending on the extent of additional facility usage.*
41. How often has MCPS exercised its early termination right under Section 4.02 historically, and would MCPS agree to extend the minimum termination notice period to 180 days or possibly longer?
- A. We are not aware of MCPS exercising its early termination right. MCPS' standard termination notice would still apply, as it does for other leases.*
42. What is the expected timeline for the Board of Education to act on a tenant's lease-renewal request under Section 1.07?
- A. It is expected that the lease will be renewed by the expiration date.*
43. How is the Security Deposit amount computed under Section 1.08?
- A. The Security Deposit is typically equal to one month's rent.*

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44. What are the rules and expectations for multiple tenants sharing halls, corridors, and entrances (Section 1.01)? Will the tenants have a guaranteed minimum number of parking spaces and will MCPS construct or otherwise handle the partitioning of the building should there be multiple tenants?
- A. Expectations for all tenants will be set in the event that there are multiple tenants. The building administrator from the Division of Facilities Management's Real Estate Management team will proportionally divide parking spaces. If separation of spaces is desired in the case of multiple tenants, MCPS Security would develop a plan that keeps each tenant's leased area separate while maintaining required emergency egress. The specific arrangement would depend on the needs and configuration of the tenants. For example, doors between sections of the building could be closed, allowing one tenant to enter through the front entrance and another through a side entrance, with each tenant having dedicated restroom facilities.*
45. If the building has multiple tenants, how are Section 10.02 maintenance responsibilities such as interior/exterior, mowing/landscaping within 50 feet allocated among the tenants?
- A. The tenant leasing the largest portion of the facility would be considered the primary tenant and would be responsible for maintenance of the facility.*
46. The lease states the building's water distribution is non-potable. What are the tenant's actual obligations and what are our options for potable drinking water service?
- A. The water is potable, supplied by WSSC and the most recent WSSC report attached. MCPS is required to test water in schools on a 3 year cycle but only if the facility is occupied. If a center is unoccupied, it would not be tested on this cycle. The water at Grosvenor Center was last tested in 2020 as it was occupied by a school. The two outlets that failed were replaced.*
47. Is there any existing building condition that would prevent a tenant from installing additional freezers, given the consent required under Section 15.02? If we need to heavy-up the electrical panel, will we be allowed to do so?
- A. The electrical system will likely not support additional freezers. If a modification is needed, MCPS will review, but more than likely will approve this request as it is considered a facility improvement.*
48. What is the aggregate time MCPS typically allows for alteration approvals, permit review, and construction before that time starts counting against the two-year term? We'd want time on the front-end of the lease (about 90-120 days) to perform any necessary upgrades.
- A. The lease would begin before a tenant's construction starts. Arrangements can be made for tenants with leases that have not yet commenced to bring their contractors*

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in. This allows tenants and their contractors to submit plans for MCPS approval so that construction can begin when their lease starts.

49. Who is responsible for security? Tenant or MCPS? Could we install our own security system?

A. MCPS has base security at the facility including cameras and an ACS entry system. Per the Lease, a security system does not increase the Landlord's liability for occurrences and/or consequences which such a system is designed to detect or avert. Yes, a tenant may install its own security system.

50. Who services the backup generator?

A. MCPS staff and contractors service the backup generator on a rotating cycle.

51. Who controls the entry security badges for the swipe system?

A. MCPS Security controls the access control system.

52. Are the outdoor sheds available for tenant use? What about the outdoor refrigerator?

A. Tenants will be able to use the outdoor storage sheds, with prior permission from MCPS Facilities staff. We cannot guarantee temperatures or conditions in the outdoor storage sheds.

53. Will we need to pay for square footage of hallways and otherwise "common areas"?

A. If the hallways are not to be used by others, and are considered part of a tenant's private suite, then they are factored into square footage. Otherwise, they are considered common areas, and are not factored into square footage.

54. How often has MCPS exercised its right under Sections 10.01/12.07 to bill tenants for increased energy/water-sewer costs or alteration-driven operating cost increases, and what's the typical magnitude?

A. We are not aware of MCPS billing tenants for these costs.

55. Are we or would we be required to follow the MCPS personnel background check policies for all tenant volunteers?

A: Yes, most likely. MCPS is developing a tenant badging system that would allow tenants to access the buildings they lease by swiping a card at the card reader near the entrance.

56. Is Grosvenor Elementary a designated polling place (relevant to Section 14.14)? This did come up during the tour and the MCPS personnel indicated that they'd remove it from the list, but we'd want this in writing or somehow receive assurance that this will be the case.

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A: Yes, the facility is currently listed as a polling location. However, MCPS will notify the Board of Elections and request that the facility be removed from the polling location list if a tenant leases the All-Purpose Room.

57. Are there any planned renovations or capital projects at this building in the next two years?

A. No. MCPS will continue to handle preventative maintenance as needed during the period that the facility is leased.

58. Is exterior signage/banner space regulated by MCPS?

A: Yes, exterior signage may be permitted, subject to MCPS review and approval.

59. What is the realistic timeline from lease execution to occupancy readiness?

A: That depends on whether the tenant plans to make modifications to the property or not. Once the lease is executed, tenants may occupy the property as of the commencement date stated in the lease.



Angela McIntosh Davis
Director

AMD:cob

Please indicate your receipt of this notice by signing below and returning with your proposal.

Accepted By: _____

(Name & Title) Name of Company: _____

Attachment A