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RFP NUMBER/RFP NAME:	22A1, Middletown Campus Feasibility Study
ISSUE DATE:	September 24, 2021
CONTRACT MANAGER:	Kim Miskell, CSBO, Assistant Purchasing Manager, kim.miskell@fcps.org
CONTRACT ADMINISTRATOR:	Holly Nelson, AICP, Facilities Planner, Division of Operations, holly.nelson@fcps.org
QUESTIONS:	Questions due no later than 4:00 P.M., local time, on October 6, 2021 Submit questions in writing to the Contract Manager listed above with a copy to the Contract Administrator.
PRE-PROPOSAL DATE:	11:00 A.M., local time on October 4, 2021
PRE-PROPOSAL LOCATION:	Video call link: https://meet.google.com/sna-cztlm-daw Or dial: (US) +1 541-600-2338 PIN: 944 439 951# More phone numbers: https://tel.meet/sna-cztlm-daw?pin=9965814048705
OBTAINING DOCUMENTS:	To view and/or download this solicitation package please visit our webpage at: www.fcps.org/bidlist . If you have problems downloading this bid or applicable addenda, contact: staci.greeley@fcps.org
BONDS REQUIRED:	NO
MBE REQUIREMENTS:	NO
LETTERS OF INTEREST DUE DATE:	11 A.M., local time, on October 12, 2021 Faxed or emailed bids are not acceptable.
LOI SUBMISSION:	FCPS is accepting electronic bid submissions through ProcureNow. Bidder can create a FREE account with ProcureNow by signing up at http://secure.procurenow.com/signup .
TENTATIVE AWARD DATE:	BOE Work Session, scheduled on: March 9, 2022
ELIGIBILITY TO BID:	All Frederick County Public School vendors and or contractors interested in bidding on FCPS projects must register at www.emarylandmarketplace.com . FCPS will no longer accept bidder's applications.

INVITATION FOR LETTERS OF INTEREST

September 24, 2021

RFP 22A1, Middletown Campus Feasibility Study

Frederick County Public Schools is soliciting architectural services for a feasibility study of the modernization of the Middletown school campus comprised of Middletown High School (MHS), Middletown Middle School (MMS), and Middletown Elementary School (MES). Additional details on the schools can be found below.

Architectural Firms are invited to submit an electronic cover letter indicating their interest in this project and listing any relevant experience that qualifies the team for this project. If you are interested in being considered, please submit your letter of interest electronically through ProcureNow. A FREE account can be created with ProcureNow by signing up at <http://secure.procurenow.com/signup>. Letters of Interest shall be submitted electronically prior to 11:00 a.m., Tuesday, October 12, 2021. Be sure to include the RFP number on the Letter of Interest.

A description of the project and scope of services can be found below. This submission is for the feasibility study only. FCPS will hire teams for design of the three schools under separate open RFPs after completion of the feasibility study.

A pre-submittal meeting is scheduled for 11:00 A.M. on Monday, October 4, 2021 via Google Meet joining info

Video call link: <https://meet.google.com/sna-cztm-daw>. Or dial: (US) +1 541-600-2338 PIN: 944 439 951#, More phone numbers: <https://tel.meet/sna-cztm-daw?pin=9965814048705>

Staff will provide a brief introduction to the feasibility study process, answer questions and give an overview of the campus and buildings. An in-person tour will be arranged for firms invited to submit a full technical and fee proposal. This will be the only opportunity to tour the school prior to the proposal submission and award of contract. No individual tours will be available.

THE PROJECT

The Middletown campus is composed of two adjoining parcels totaling 71.26 acres located in the heart of the Town of Middletown. Three existing schools are located on the site, all of which are aging and planned for modernization within the next decade. The 2021 Educational Facilities Master Plan outlines a draft schedule for openings of the modernized schools with Middletown MS in the fall of 2028, Middletown HS in the fall of 2030, and Middletown ES in the fall of 2032. Due to the interconnected nature of the campus, FCPS would like to study all three schools at once to determine the scope of each school's modernization as well as a concept plan for the campus as a whole that considers prioritization of the three projects, construction phasing and traffic circulation. Depending on the findings of the study, the project schedules may need to be reordered.

Middletown ES is located at 201 E. Green St. at the southwest corner of the campus. The single-story building was constructed in 1974 and has had no additions or major renovations, with a total area of 54,854 gross square feet (GSF). MES serves students in grades three through five and has a state rated capacity of 490 students. Equated enrollment as of September 2020 was 417 students. Enrollment is projected to be 460 students in September 2030. Design for the modernized Middletown ES is currently scheduled for FY29 with construction to begin in FY31 and the building would open in the fall of 2032.

Middletown MS is located at 100 Martha Mason Street at the southeast corner of the campus. The two-story building was originally constructed in 1953 with additions in 1957, 1976 and 1995 resulting in a total area of 114,974 GSF. MMS serves students in grades six through eight and has a state rated capacity of 1,072 students. Equated enrollment as of September 2020 was 794 students. Enrollment is projected to remain steady in the coming decade, with a September 2030 enrollment of 800 students. Design for the modernized Middletown MS is currently scheduled for FY25 with construction to begin in FY27 and the building would open in the fall of 2028.

Middletown HS is located at 200 High Street at the north end of the campus. The building is mostly one level with a pool located on a lower level. Original construction was completed in 1974 with an addition and renovations completed in 1997 and 1998 resulting in a total area of 189,641 GSF. MHS serves students in grades nine through twelve and has a state rated capacity of 1,338. Equated enrollment as of September 2020 was 1,148 students. Enrollment is projected to grow slightly in the middle of the ten-year period before declining to 1,143 in September 2030. Design for the modernized Middletown HS is currently scheduled for FY27 with construction to begin in FY29 and the building would open in the fall of 2030.

The purpose of the Middletown campus feasibility study is to identify for each school the facility renovation needs, additional space needs, and the cost of meeting those needs. The studies will consider options including renovating the existing schools, renovating the existing schools with additions and replacement of one or more buildings. All options may also include limited demolition. The studies will follow the Interagency Commission on Public School Construction's guidelines and consider each school's ability to meet the educational program, the physical condition of the existing school, constructability of each option, local and state regulations, cost of each option, length of construction time, and available space for relocating students during each construction option. A separate feasibility study report should be prepared for each of the three schools.

In addition, the consultant will consider the campus as a whole and the priority order of the three projects. The consultant should consider construction phasing and temporary space requirements, particularly in terms of how the campus will continue to function for all three schools throughout the lengthy construction period. Improvements to traffic flow should also be considered within the

concept campus master plan report.

The feasibility study is expected to begin in July 2022 and be completed within nine months. Award of contract is dependent on available funding.

LETTER OF INTEREST

The letter of interest should address the feasibility study requirements as outlined below and any other information you feel appropriate. Please be concise, limiting your proposal to 5-10 pages, as our reviewers will have many proposals to review. Cover pages, cover letters, resumes, and SF330 forms do not count towards the five to ten pages of text.

The letter of interest should include the following:

1. Provide a complete SF 330 for your firm, identifying the individuals that will be assigned to this project.
2. Provide the names and addresses of the civil, structural, electrical/mechanical/plumbing, telecommunications engineers, food service designers and any other sub-consultants you would employ for this project and the experience these firms and/or individuals have had with projects similar to this project. Also, include the name and title of the individual(s) assigned from each firm to work on this project.

SUBMISSION

If you are interested in being considered, please submit your letter of interest electronically through ProcureNow. A FREE account can be created with ProcureNow by signing up at <http://secure.procurenow.com/signup> . Letters of Interest shall be submitted electronically prior to 11:00 a.m., Tuesday, October 12, 2021. Be sure to include the RFP number on the Letter of Interest.

Should you have questions about this RFP, submit them in writing to kim.miskell@fcps.org by 4:00 PM on October 6, 2021, so that all questions and answers may be shared via an addendum.

A team of FCPS staff will independently review and evaluate all letters of interest and select the top qualified firms. Five to eight firms will be invited to submit a full technical and fee proposal. Selection of those invited to respond to the RFP will be based in part on the firm's experience with similar feasibility and master planning educational projects and experience working in Maryland as well as your sub-consultants' experience with similar projects.

Your continued interest in serving the Frederick County Public Schools is appreciated. Should you have any questions concerning this matter, please contact Kim Miskell at (301) 644-5208.

Sincerely,

Kim Miskell

Kim Miskell, CSBO
Assistant Purchasing Manager

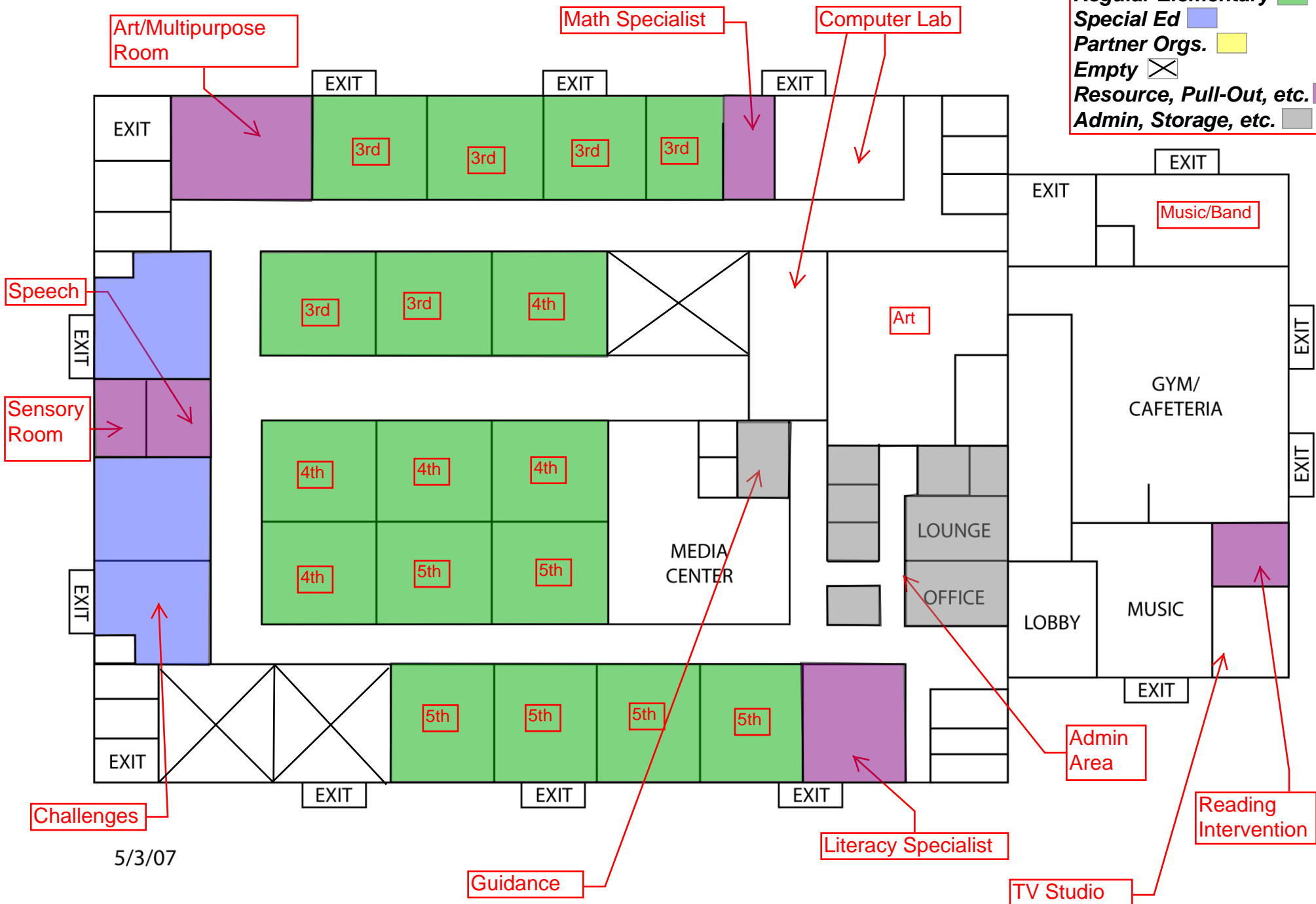
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Attachments

MIDDLETOWN ELEMENTARY

Legend:

- Pre-Kindergarten
- Kindergarten
- Regular Elementary
- Special Ed
- Partner Orgs.
- Empty
- Resource, Pull-Out, etc.
- Admin, Storage, etc.



5/3/07

Learning For Life

Content Mastery Center

Reading/
Writing
Workshop

MIDDLETOWN MIDDLE SCHOOL

Computer Lab

Cardio Room

BOTTOM FLOOR

Speech

Computer Lab

Gym 5,940 Sq Ft

Admin Area

Computer Lab

Work Room

Legend:

- Special Ed
- Regular Sec.
- Partner Orgs.
- Empty
- Resource, Pull-Out, etc.
- Admin, Storage, etc.

Middletown High
School

