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RFP NUMBER/NAME: 22A2, Monocacy Elementary School Limited Renovation Program-
Design Build

RFP ISSUE DATE: October 19, 2021

CONTRACT MANAGER: Kim Miskell, CSBO, Assistant Purchasing Manager, kim.miskell@fcps.org

CONTRACT ADMINISTRATOR: Adnan Mamoon, Director of Capital Programs, Division of Operations,
adnan.mamoon@fcps.org

QUESTIONS: A pre-proposal meeting will not be held.
Questions due no later than 4:00 P.M., local time, on November 4, 2021
Submit questions in writing to the Contract Manager listed above with a copy to
the Contract Administrator.

OBTAINING BID 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: 11:00 A.M., local time, on November 12, 2021
RFP's will be opened and publicly read utilizing Google Meet
Joining info:
Video call link: <https://meet.google.com/sdb-rehd-vik>
Or dial: (US) +1 304-760-9553 PIN: 158 017 893#
More phone numbers: <https://tel.meet/sdb-rehd-vik?pin=5479564382673>

LOI SUBMISSION: Due to COVID-19, in order to protect our Vendors and Staff, the Purchasing
Department will only be accepting on-line bid submissions
via [ProcureNow](https://secure.procurenow.com/portal/fcps) <https://secure.procurenow.com/portal/fcps>

Meeting URL: <https://meet.google.com/sdb-rehd-vik>

TENTATIVE AWARD DATE: BOE Work Session, scheduled on: April 13, 2022

ELIGIBILITY TO BID: All Frederick County Public School vendors and or contractors interested in
bidding on FCPS projects must register at eMaryland Marketplace Advantage
www.procurement.maryland.gov. FCPS will no longer accept bidder's
applications.

REQUEST FOR LETTERS OF INTEREST

October 19, 2021

RFP 22A2, Design Build Services for Limited Renovation of Monocacy Elementary School

Frederick County Public Schools is soliciting Design-Build services for a limited renovation of Monocacy Elementary School (MOES), located at 7421 Hayward Road, Frederick, MD 21702 in the northern part of Frederick City. The building was originally constructed in 1989 and has had no renovations or additions. The 57,900 square foot building serves students in grades Pre-K through 5 and has a state rated capacity of 574 students.

A facility and program assessment was completed in September 2021 to determine opportunities for a limited renovation at Monocacy ES. The study analyzed the condition of all building systems to recommend projects that would extend the life of the building for 20 to 30 years. The current space usage was also compared to the current Board of Education (BOE) approved elementary educational specifications as scaled for the size of the building, which led to the development of a test-fit option. A copy of the facility and program assessment study is available upon request by sending an email request to Kim Miskell at kim.miskell@fcps.org. The facility assessment and educational specifications will be provided to firms invited to submit a full technical and fee proposal.

The school serves students in Pre-K through 5th grades and has an existing SRC of 574 students. The September 2021 equated enrollment was 542 students. The school is operating at 94% of capacity. A portable classroom building with twelve rooms is currently located behind the school. FCPS plans to rebalance student population between schools via redistricting in the future and the portable building will be removed at that time. After incorporating missing program spaces within the building, FCPS anticipates that the SRC will be approximately 504 at the completion of the project.

The limited renovation will address the most critical systems throughout the building:

- Architectural
- Structural
- Mechanical
- Lighting
- Electrical
- Plumbing
- Fire Safety
- Communication

In addition to addressing systemic issues, the limited renovation will also address spatial and program issues primarily in the office and health suite area and the media center. Anticipated work includes, but is not limited to the upgrade of deficient systems throughout the entire building including replacement of the roof, exterior windows and doors, metal siding, soffits, boilers, heating water pumps, miscellaneous heaters, heating piping insulation, rooftop units, exhaust fans, HVAC control systems, VAV terminals, exterior building lights, main electrical distribution panel, emergency generator and security camera system. Limited changes to the building layout (approximately 11,000 gsf) will focus on improving the main office and health suite and adding support spaces that are not currently available, including any necessary changes in configuration of casework, ductwork, air terminal units, HVAC controls, plumbing, electrical receptacles and wiring, lighting and emergency lighting, fire and smoke detection devices, fire alarms, sprinkler infrastructure, security devices and internet communication infrastructure. Building and ADA code compliance is also a priority and will include replacement of signage, addition of ADA compliant toilet rooms, replacement of ramp handrails and door hardware, replacement of wiring devices and kitchen electrical distribution. Other changes will improve the building finishes to allow the building to serve its students for the next several decades, including repainting interior and exterior surfaces, replacement of ceiling grid and tiles (including sprinkler heads), replacement of all flooring except terrazzo and repointing exterior bricks where needed (approximately 10%). The Design Builder will be responsible for verifying the scope of work.

The limited renovation project is expected to take place over two summer breaks with the school remaining occupied by students, faculty and administration during the school years with limited disruption due to the project. FCPS will consider opportunities to conduct limited work during other school breaks or in areas of the building that can be isolated during the school year. Design and permitting of the project is expected to begin in July 2022 upon award of the Design-Build contract and continue through May 2023. The majority of the Phase 1 construction work will occur over the 8-week summer break between June and August 2023 but may also occur during student breaks and when the work will not disrupt the students' education. Similarly, the second phase of construction would occur over the 8-week summer break between June and August 2024 or during student breaks. The anticipated construction budget for this project is \$10.6 Million (including construction, site, design, and Design Builder Fees as well as permit fees).

LETTER OF INTEREST

Only letters of interest from Design-Build teams will be considered. The Design-Build team will be led by the design builder and include such professionals as architect, civil, mechanical, electrical and structural engineers, communication/data network consultants, food service consultants, etc. All members of the Design-Build team shall be included in the response to this

solicitation.

Interested Design-Builders shall submit an electronic cover letter indicating their interest in this project and listing any relevant experience that qualifies the team for this project. You must also identify the Design Builder project manager, and the design team project manager, and names of all members of your design team including sub-consultants. In addition to individual names of sub-consultants, include company names, addresses, phone numbers and emails. Please utilize SF330 forms parts I and II.

A team of FCPS staff will independently review and evaluate all letters of interest and select the top qualified firms. These 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 Design-Build educational projects, experience with similar projects and experience working in Maryland as well as your sub-consultants' experience with similar projects. The technical/fee proposals will be evaluated separately.

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., Friday, November 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 November 4, 2021, so that all questions and answers may be shared via an addendum.

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.

Thank you for your attention to this matter and your interest in our projects.

Sincerely,

Kim Miskell

Kim Miskell, CSBO
Assistant Purchasing Manager