

OFFICE OF PROCUREMENT
REQUEST FOR PROPOSAL TITLE: ADA SELF-EVALUATION & TRANSITION PLAN
RFP NUMBER: 520-007
RFP CLOSING DATE: OCTOBER 22, 2019 AT 3:00 PM




ADDENDUM #1
Issued:

ADDENDUM FOR THE PURPOSE OF:

- To provide the attached questions and answers
- To extend the Closing Date from October 17, 2019 at 3:00 p.m. to October 22, 2019 at 3:00 p.m.

All other specifications, terms and conditions remain unchanged.



Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: ACKNOWLEDGEMENT OF RECEIPT OF BID ADDENDA WILL NOT BE ACCEPTED BY FACSIMILE OR E-MAIL.

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Questions	MC Response
1. Would you consider having a first phase that develops your "Compliance Plan" which is basically your plan to complete your plan? By doing this, we can verify exactly what needs to be evaluated so when you go out for an RFP the pricing will be more consistent.	- No this would not be considered.
2. I've done disability assessments and education for many years as a research professor and independent consultant, my company is only 4 years old. Would the College consider work done at another organization toward the experience criteria? I have a colleague that started a business with less than 5-years experience; given the clause regarding subcontracting would the college allow a bid with him as my subcontractor or joint venture?	- If submitting a proposal as an independent consultant with many years of professional experience you would meet the minimum requirement. If submitting a proposal on behalf of your company/corporation you would not meet the minimum requirement. The same would apply to a sub-contractor. - The primary Contractor would remain fully liable for the work performed by the subcontractor(s)
3. Does the college have a budget range or ceiling or general time line for this project?	- Budget information is not available at this time. - There are no specific milestones or end completion dates specified or mandated for the project. However, the College desire is to have the project completed as soon as practicable. As part of the RFP response proposer can suggest or recommend a time frame (see section 2.5).
4. Would the surveys, public comment sessions, and interviews outlined in RFP sections 2.4 b and c need to have materials available and conduct interviews/focus groups in languages other than English? If so, which major languages capability would the contractor need to provide?	- While the College is represented by multiple languages, the expectation is that the interviews would be done in English. If available, Spanish language would be beneficial.
5. Would the college provide sign language interpreters for any public events, focus groups, or interviews or would the contractor need to include those services in their budget?	- The College will provide interpreters for the events. If individuals participating in the focus groups/interviews request accommodations, interpreters, the College will provide them.
6. RFP sections 2.7.2 sections g and h appear to refer to a database focused on completion of projects related to physical/architectural barriers. Please clarify if this monitoring system should include recommended changes to improve access and ability to succeed in college programs, implementation of policy changes, and initiatives to address challenges faced by staff with disabilities.	- Yes, the database system should include recommended changes to improve access and ability to succeed in college programs, implementation of policy changes, and initiatives to address challenges faced by staff with disabilities.
7. How many miles of sidewalk/ROW need to be assessed for each campus?	- We do not have any information related to this question. Suggest using Google Map to get a rough estimate or conduct a site visit.
8. There are facilities that do not seem as if they are included in the RFP, such as athletic fields, stadiums, and student housing. Should these facilities also be included in the assessment?	- Yes, athletic fields will be included in the assessment the College does not have stadiums or student housing.
9. Should the campus shuttle and the shuttle stops be included in the assessment?	- Shuttle stops will be included in the assessment.
10. Has the college had a prior ADA assessment or an existing Transition Plan?	- The College conducted an ADA self-evaluation in 1994; however there is not an existing transition plan.

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<p>11. Under 2.2 the last sentence of the first paragraph states that the right-of-way is to be assessed. Is this referring to right-of-way on the campus or public right-of-way?</p>	<p>- The right of way is referring to public ROW, but campus is also included.</p>
<p>12. Under 2.4 a thru c can we get a quantity of the number of programs and activities you want us to assess. We typically do one assessment of the overall programs and policies and, not the individual program and policies.</p>	<p>- The program access should include students access to programs and services and employee access. Student and employee access may have multiple points of access from admissions, registration, accommodations, etc. Likewise, employee access may have multiple points of access including application, interview, request for accommodation, and implementation.</p>
<p>13. Can the college provide a more detailed breakdown of the buildings (and types), and Square Feet of each within the 3 campuses? (Germantown, Rockville and Takoma Park).</p>	<p>- See attachment A for the lists of the building information in our Facilities Inventory, number of buildings and the total gross sf by campus. Building types: Classrooms, Labs for most of our buildings and Gymnasium building at RV & GT.</p>
<p>14. Are you able to provide a break down for the buildings in each campus listing the year built/last renovated along with their square footage?</p>	<p>- See Attachment B "MC Building"</p>

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ATTACHMENT A

Campus	Total GSF	Total Number of Building
Germantown (GT)	479,717	11
Rockville (RV)	1,557,366	25
Takoma Park (TP)	1,022,209	17
Grand Total	3,059,292	53

CAMPUS NAME
CAMPUS CODE
BUILDING NAME
BUILDING CODE
BUILDING NUMBER
GSF
NASF
LOCATION ADDRESS
MAILING ADDRESS
CITY
STATE
ZIP
YEAR CONSTRUCTED
YEAR RENOVATED
OF STORIES
FORMER BUILDING NAME

CAMPUS NAME	BUILDING NAME	BUILDING CODE	GSF	YEAR CONSTRUCTED	YEAR RENOVATED
GERMANTOWN	BIOSCIENCE EDUCATION CENTER	BE	139,985.00	2014	
GERMANTOWN	BASEBALL SHED	BS	210.00	1991	
GERMANTOWN	CHILD CARE CENTER	CG	5,535.00	2012	
GERMANTOWN	GREENHOUSE	GN	4,562.00	2012	
GERMANTOWN	GROUPS AND AUTO STORAGE	GS	7,201.00	1983	
GERMANTOWN	HUMANITIES AND SOCIAL SCIENCES BUILDING	HS	75,700.00	1978	
GERMANTOWN	HIGH TECHNOLOGY AND SCIENCE CENTER	HT	75,542.00	1995	
GERMANTOWN	PHYSICAL EDUCATION BUILDING	PG	36,770.00	1980	
GERMANTOWN	PAUL PECK BUILDING ACADEMIC AND INNOVATION BUILDING	PK	68,826.00	1985	2008
GERMANTOWN	STUDENT AFFAIRS AND SCIENCE	SA	65,146.00	1978	2019
GERMANTOWN	TENNIS STORAGE SHED	TS	240.00	1991	
OFF CAMPUS	CENTRAL SERVICES	CT	126,801.00	1987	2017
ROCKVILLE	PAUL PECK ART BUILDING	AR	25,594.00	1971	2000
ROCKVILLE	COUNSELING AND ADVISING BUILDING	CB	17,696.00	1969	1988
ROCKVILLE	CAMPUS CENTER	CC	74,302.00	1966	1969/2001P
ROCKVILLE	CHILD CARE CENTER	CH	2,498.00	1986	
ROCKVILLE	CANOE TRAILER SHED	CN	420.00	1990	
ROCKVILLE	COMPUTER SCIENCE	CS	20,862.00	1966	1971
ROCKVILLE	HOMER S. GUDELSKY INSTITUTE FOR TECHNICAL EDUCATION	GU	64,000.00	1992	
ROCKVILLE	HUMANITIES BUILDING	HU	73,912.00	1966	1998
ROCKVILLE	MANNAKEE BUILDING	MK	42,102.00	1985	
ROCKVILLE	MAINTENANCE SHOP	MS	4,720.00	1988	
ROCKVILLE	GORDON AND MARILYN MACKLIN TOWER	MT	117,282.00	1971	2006
ROCKVILLE	MUSIC BUILDING	MU	21,050.00	1971	2001
ROCKVILLE	NORTH GARAGE	NG	308,400.00	2017	
ROCKVILLE	ROBERT E. PARILLA PERFORMING ARTS CENTER	PA	28,000.00	1984	
ROCKVILLE	PHYSICAL EDUCATION CENTER	PE	84,949.00	1966	1972
ROCKVILLE	SOUTH CAMPUS INSTRUCTION BUILDING	SB	29,900.00	1996	
ROCKVILLE	SCIENCE CENTER	SC	143,265.80	2011	2014
ROCKVILLE	SCIENCE CENTER	SC	61,011.40	2011	2014
ROCKVILLE	STUDENT SERVICES BUILDING	SV	10,448.00	1966	
ROCKVILLE	SCIENCE CENTER WEST	SW	70,508.35	1971	SPRING 2017
ROCKVILLE	THEATRE ARTS BUILDING	TA	35,032.00	1966	1995
ROCKVILLE	TECHNICAL CENTER	TC	55,908.00	1966	1990
ROCKVILLE	INTERIM TECHNICAL TRAINING CENTER	TT	9,360.00	1988	1992
TAKOMA PARK/SILVER SPRING	MORRIS & GWENDOLYN CAFRITZ FOUNDATION ARTS CENTER	CF	134,748.00	1947	2007
TAKOMA PARK/SILVER SPRING	CATHERINE F. SCOTT COMMONS	CM	30,354.00	1978	2010
TAKOMA PARK/SILVER SPRING	CULTURAL ARTS CENTER	CU	57,243.00	2009	
TAKOMA PARK/SILVER SPRING	EAST GARAGE	EG	224,310.00	1980	
TAKOMA PARK/SILVER SPRING	FALCON HALL	FH	39,063.00	1978	
TAKOMA PARK/SILVER SPRING	HEALTH SCIENCES CENTER	HC	98,038.00	2003	
TAKOMA PARK/SILVER SPRING	MATHEMATICS PAVILION	MP	6,942.00	1975	
TAKOMA PARK/SILVER SPRING	NORTH PAVILION	NP	6,942.00	1975	
TAKOMA PARK/SILVER SPRING	PAVILION ONE	P1	7,386.00	1975	1993
TAKOMA PARK/SILVER SPRING	PAVILION TWO	P2	7,385.00	1975	1993
TAKOMA PARK/SILVER SPRING	PAVILION THREE	P3	15,013.00	1975	
TAKOMA PARK/SILVER SPRING	PAVILION FOUR	P4	15,873.00	1980	2013
TAKOMA PARK/SILVER SPRING	RESOURCE CENTER	RC	44,906.00	1960	1978
TAKOMA PARK/SILVER SPRING	SCIENCE NORTH	SN	39,950.00	1978	
TAKOMA PARK/SILVER SPRING	SCIENCE SOUTH	SS	23,757.00	1960	1978
TAKOMA PARK/SILVER SPRING	CHARLENE R. NUNLEY STUDENT SERVICES CENTER	ST	110,504.00	2006	
TAKOMA PARK/SILVER SPRING	WEST GARAGE	WG	159,795.00	2010	