

**RFP-LA-04-23 (Office space for lease at a single location for the  
Maryland Department of Juvenile Services)**

**Questions and Answers**

- 1) Related to 2.1 – When submitting a proposal do I submit a hard copy or flash drive or both?

**Offerors must submit both a hard copy and a digital copy of the financial and technical portions of their RFP Proposals in separate sealed envelopes, labeled respectively. Failure to do so will result in the inability for the procurement team to review the submission.**

- 2) Related to 1.5.1 – What is the core factor, how is it measured?

**The proposal package provides programming information specific to room sizes for offices, cubicles, and special requirements, as well as the total NSF needed . The proposer must provide the total NUSF proposed for this requirement. NUSF is defined within the General Performance Standards and Specifications for the State of Maryland Leased Facilities.**

- 3) Related to 3.1.2 – The Project Specific Requirements need to provide four (4) on-site parking spaces, once of which will require and EV charging station. Will the Landlord be required to provide an additional EV parking space over and above the initial four (4) required parking spaces?

**Offeror must allow the conversion of additional on-site parking spaces to electric vehicle charging stations at the State's expense should the State choose to do so in the future.**

- 4) Related to 3.1 – Can the Offeror provide eight (8) of the twelve (12) required parking off-site, if so, within what distance from the proposed building?

**Off-site parking must be within 200 yards of the main entrance to the proposed building.**

- 5) Related to 3.1 – Is there an ADA/handicap parking space requirement?

**Federal and Local code dictates how many ADA/handicap parking spaces a building is required to have on-site.**

[https://emma.maryland.gov/page.aspx/en/bpm/process\\_manage/35447](https://emma.maryland.gov/page.aspx/en/bpm/process_manage/35447)

