
RFP-LA-06-23 (Office space for lease at a single location for the Maryland Department of Education, Office of Child Care)

1. Can you please explain how to read this Space Program? This is how I'm reading it and I just want to confirm this is correct:
 - a. 1- Regional Manager at 110 sq. feet (private office)
 - b. 3- Licensing Supervisors at 110 sq feet (private office)
 - c. 17- Licensing Specialist in open area of 900 sq. feet (52.94 each)
 - d. 4- Quality Assurance Spec in open area of 200 sq. feet (50 each)

A: Your interpretation of the space program is correct. The licensing specialist position is incorrectly defined. There will be 17 Licensing Specialists for a total of 850 square feet (50 each). An amendment will be posted with the corrected space program.

2. What sizes are the workstations? Can you provide a drawing?

A: The workstations are 50 SF as identified in the space program. We can not provide a drawing.

3. How many visitors does this office typically have on a daily basis and what is the average length of time they are visiting?

A: There are roughly 3 visitors per day. Some visit quickly to drop off paperwork, and others require technical assistance and require roughly an hour of time.

4. When does this agency need to move in?

A: Offerors should identify their proposed construction timeline in Section F of the technical proposal.

5. Does the server room require 24-hour cooling?

A: Yes.

6. Regarding the Huddle rooms – is it 2 huddle rooms at 80 sq. feet each?

A: Yes.

https://emma.maryland.gov/page.aspx/en/bpm/process_manage/37066

