

RFP-LA-10-25 (Office space for lease for the Maryland Cannabis Administration)

1. Is it acceptable for offices to be on the window line if the workstations have access to natural light?
A. Yes
2. How many file cabinets (lateral and vertical) are required for the file room?
A. This count is not readily available.
3. Is the ADA compliant restroom to be accessible to all staff in the suite or should it be within an office?
A. If there is already an ADA restroom on the proposed floor you do not need to build an additional. If there is not already one there should be one provided for all staff in the suite.
4. How many people will use the conference room at once?
A. The conference room should be able to accommodate no less than 12 people.
5. Should the conference room be near the reception/waiting area?
A. This is not required.
6. Can the conference room be on the interior space or does it need to be on the window line?
A. The conference room can be in either area.
7. Are there any AV requirements for the conference room?
A. The room should be able to function for video conferences (screens, audio, etc.)
8. How many waiting chairs are required for the reception/waiting area?
A. No more than 4.
9. Is there a dedicated receptionist in the reception area? If so is it an additional staff member or one of the listed Administrator workstations?
A. No.