
RFP-LA-06-22 (Office space for lease at a single location for the Maryland Department of Budget and Management)

1. Please advise on the adjacencies between sub-departments and any adjacencies within departments.
A: There are no further adjacencies available at this time beyond ensuring the CCU, OPSB, and EBD are in separate suites.
2. Central Collections Unit: The requirement states under CCU Cashiers Office that this should be first floor retail space preferred.
 - a. Is this a requirement that this be on the first floor with direct street access or off the main lobby?
A: It is not a requirement, however per the RFP it would be preferred.
 - b. Could this be on an upper floor with the rest of the sub-departments if it is located right off the main elevator lobby on the floor and the guard desk can direct the user to the proper floor?
A: Yes, however it is preferred to be ground level per the RFP.
 - c. If the CCU lobby and cashiers' office needed to be lobby level does the entire CCU personnel and special purpose space stay with the cashier's office function, and can the CCU department be separated from other sub-departments from this requirement?
A: The components of the CCU cashiers office that are preferred to be on the ground level do not need to be located with the remainder of the division. All other CCU personnel and special purpose space can be located elsewhere in the building.
3. File Rooms: Please advise on file types and counts for each of the file rooms for EBD, OPSB and CCU departments.
A: An exact count of the file cabinets is not available. Offerors should provide the amount of space listed on the space program for file areas and the agency will maximize the available space with a combination of vertical and horizontal file cabinets.
4. Please provide an STC rating requirement for the moveable wall between Conference and Training Rooms.
A: The moveable wall will be made of accordion panels with an STC rating of 50-54.
5. Do any Executive Offices require a window line office or are they also to be interior? If the building can accommodate natural light to all workstations is there a preference on any offices that could be on the window line?
A: All offices are to be located along the interior of the space per the RFP. If all workstations are accommodated along the window line and additional window line space exists, the executive level offices should be placed along the window line.
6. Please confirm no future growth as shown on programming document.
A: Confirmed.
7. What is the material construction (i.e. full height and insulated walls) and STC rating desired for the office spaces?
A: Please refer to the Department of General Services Office of Real Estate General Performance Standards and Specifications for State of Maryland Leased Facilities as of 07/2013.
8. Specific Requirements 3.13: should all onsite parking spaces, i.e., 7 executive AND 50 additional spaces (whether indeed on site or off site as described in Amendment 1), be



available for conversion to electric vehicle charging stations at the State's expense should they choose to do so in the future?

A: The State must be permitted to convert any on-site parking spaces to electric vehicle charging stations at its expense.

Information may be found on eMMA by clicking the link below:

https://emma.maryland.gov/page.aspx/en/bpm/process_manage/28425