

**ASSESS FACILITY UTILIZATION AND  
BALANCE SCHOOL ENROLLMENT  
AT HARFORD COUNTY PUBLIC SCHOOLS**

**ADDENDUM NO. 1**

**April 30, 2020**

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Below are answers to questions posed to Harford County Public Schools as of April 29, 2020. Please note that the deliverable requirements have been updated; all submissions should include 6 hardcopies and a thumb drive containing a digital copy. Additionally, please find the 2019 Educational Facilities Master Plan Timeline of Capital projects attached for reference.

**Questions and Answers**

**Q1:** Considering the Covid-19 virus, will you accept digital responses rather than the printed copies?

**A1:** We preferred mail or hand delivery. For hand delivery, please e-mail me and to ensure someone from my office will be available to meet you. We are following all COVID19 guidelines.

**Q2:** Can you clarify if the “scope study” identified in the RFQ is intended to provide Feasibility Study that meets state requirements?

**A2:** We are requesting a scope study not a feasibility study. If a feasibility study is required based on the BOE approval of a recommendation in the scope study; then that will be completed separately.

**Q3:** Can HCPS clarify if they intend to have new facility condition assessments (MEP, Structural, Site, etc.) for the named sites in the RFQ?

**A3:** Currently, the only planned facility condition assessment is through the State; we do not have any planned locally. This project is not a facility condition assessment; it is focused on balancing enrollment and school capacities.

**Q4:** Does HCPS want the vendor to develop a 10-year enrollment projection by school by grade? Or will they have projections available for the vendor to utilize?

**A4:** No, HCPS has enrollment projections including grade by grade projections.

**Q5:** Is HCPS expecting a redistricting solution to involve all schools in the county? Or just a focus on a subset of the county where the new schools are planned?

**A5:** Balancing enrollment recommendations should be based on existing schools. Currently, there are no new schools planned in the 10 capital program: only replacement schools. However, recommendations can include capacity requirements for replacement schools or adding a new school.

**Q6:** Is Homestead/Wakefield ES the only facility planned to open in 2022/23? Should we assume that Homestead/Wakefield will open first, and then (depending on the results of the

study) John Archer & William Paca / Old Post Road elementary schools will open as part of a phase 2 and/or 3 construction in later years? Is it likely that the redistricting plan will be a phased multi-year implementation when considering the ability/funding to locate/build/open several new facilities?

**A6:** Homestead/Wakefield Elementary School is an existing school; the capital project for this school is a replacement project and is not scheduled for occupancy until the 24/25 school year. Each year, the HCPS Board of Education (BOE) approves the Educational Facilities Master plan which outlines future projects. Currently, HCPS is only being funded for one major project at a time. Therefore, HCPS is completing one major capital project about every two years.

The goal of this project is to develop a long term plan; HCPS will evaluate all options including the recommendation of a phased implementation based on the capital timeline.

Please see the attached CIP Timeline.

**Q7:** What is the last day to submit questions?

**A7:** May 8, 2020

**Q8:** Is HCPS looking for a focused study of the condition of each school or are you looking for an overview of the facilities?

**A8:** HCPS is looking at capacity of each school and the programs required. HCPS is not looking for a Facility Condition Analysis.

**Q9:** Due to the unique nature of the scope of work, does HCPS anticipate a demographic/redistricting consultant to serve as the prime or an architect?

**A9:** HCPS is anticipating a demographic/redistricting consultant as a prime and an architect as part of a team to complete the scope study.

**Q10:** Will HCPS accept a SF330 form instead of SF254 or SF255?

**A10:** HCPS will accept SF330. Please be sure that all the scoring criteria outlined in the RFQ are clearly identified.

**Q11:** Will all team members be required to submit a full SF330 proposal? Or should consultants submit Section E: Resumes and Part II?

**A11:** The prime firm should submit a full SF330 and sub-consultants can submit Section E: Resume and Part II.

**Q12:** Do you require 5 or 6 hard copies? There was some conflicting info in the RFP.

**A12:** Please submit 6 hard copies and a thumb drive.

**2019 EDUCATIONAL FACILITIES MASTER PLAN**  
**Timeline of Capital Projects**  
**Capacity, Modernization and Addition Projects**

	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	Comments
PROJECTS - STATE/LOCAL	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28	28-29	
<b>Havre de Grace Middle / High Replacement School (SRC = 1300)</b>	<b>C</b> <i>Funding Local</i>	<b>O</b> <i>Funding None</i>									Local Planning was approved in the FY2016 CIP. The project was BID in November 2017. Contracts were approved by the Board of Education and the State.
<b>Joppatowne HS Limited Renovation</b>	<b>P</b> <i>Funding Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>O</b> <i>Funding None</i>							Local Planning was approved in the FY2016 CIP. The scope was developed and educational specifications were started. Planning funding was requested in FY 2020. Construction funding will be requested in FY2021 and 2022.
<b>Homestead/Wakefield ES Addition / Modernization (SRC= 1029)</b>			<b>P</b> <i>Funding Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>O</b> <i>Funding None</i>					The BOE approved a scope study in September, 2009. Local Planning was approved in FY2012 CIP. This project was listed as the #4 priority for schools in the CFMP. Fiscal constraints and current project priorities have caused the project to be deferred, the planning approval for the project was rescinded April 2016.
<b>New John Archer School at Bel Air Campus (SRC = 200)</b>					<b>P</b> <i>Funding Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>O</b> <i>Funding None</i>			The BOE approved a scope study in September, 2009. This project was listed as the #1 priority for schools in the CFMP. The implementation of the Scope Study is phased such that this project must take place after Homestead/Wakefield ES. The New John Archer School is planned to go on the Bel Air campus.
<b>William Paca/Old Post ES Replacement School (SRC = 1154)</b>							<b>P</b> <i>Funding Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	<b>O</b> <i>Funding None</i>	This project has been planned to follow Homestead/Wakefield ES and John Archer School for a number of years. The BOE approved a scope study recommendation to replace the school in August, 2009. This project was the #2 priority on the list of recommendations in the CFMP.
<b>TBD</b>									<b>P</b> <i>Funding Local</i>	<b>C</b> <i>Funding State &amp; Local</i>	TBD - The State is completing an assessment of all public schools in the Maryland. Once the assessment is complete, HCPS plans to evaluate the results of the assessment and local needs to determine the next major project priority.

Abbreviation Key - SS = Scope Study; FS = State Required Feasibility Study; P = Planning and Design; C = Construction; O = Occupancy; SFR = State Funding Reimbursement; SRC = State Rated Capacity; CFMP - Countywide Facilities Master Plan