

**RFP # 82465-W, Amendment A009**  
**Questions and Answers**

**Parking Questions:**

1. Does each use require the number of parking spaces equal to the number of Personal Parking Permits shown within the University provided spreadsheet? Is there any efficiency/crossover?

*Answer: The ratio for these spaces is 1:1 (parking spaces = permits).*

2. Is it accurate that any Personal Parking Permits (associated with Wooded Hillock - total of 20) will be accommodated within the existing parking structure at that location? We believe this may have been stated at the meeting with the University.

*Answer: The developer is not required to provide any personal parking on the Wooded Hillock.*

**Hotel Questions:**

1. Where does the University refer their overnight guests?

*Answer: Unless the inquiry is for a specific type of accommodation, such as suite style, convention property, or restaurant on premises, we provide a list of all properties within approximately six miles of the University that lists the Rt. 1 properties first. We do not advise as to quality or price, however, if we receive complaints about a particular property, we might remove it from the list.*

2. Can the University confirm their per diem is the same as the government?

*Answer: No. Not for hotel expenses. Although, it can be assumed to be relatively close, based on policies that exist. See Below:*

***Board of Regents Policy VIII - 11.10 1. RATES FOR HOTELS:*** *Cost of hotel accommodations is reimbursed on the basis of receipts for single-room rate, in accordance with institution policy to establish that the room rate is appropriate.*

***UMCP Travel Services Policy:*** *Pre-approval is required for University of Maryland travel which includes an overnight stay, regardless of whether the destination is "in-state." Every effort should be made to ensure that lodging costs are reasonable and appropriate... Extended or recurrent travel may necessitate special requirements to be coordinated by the Approving Authority, Comptroller, and Business Services Administrator on a case by case basis. An example would be a residential stay for which a lodging per diem may be established in the absence of traditional tariffs and receipts.*

**State of Maryland Policy:** *Employees shall make all lodging reservations through the State travel services contractor, except as provided in Regulation .08B, when official business requires the employee to remain away from home overnight. Field staff employees shall make in-State lodging reservations through the State travel services contractor whenever practical. (2) Reimbursement shall be in an amount equal to the actual cost of the least expensive available rate for reasonable accommodations based on single occupancy.(3) In cases of double occupancy by two State employees, each employee shall be reimbursed 50 percent of the total room charge. (4) In cases of double occupancy when one of the occupants is not on State business, lodging reimbursement shall be on the basis of the least expensive available rate for reasonable accommodations based on single occupancy.*

**Federal Per Diem:**

*Washington DC Metro Area  
(October 1 - November 30) Montgomery and Prince Georges \$195*

*Washington DC Metro Area  
(December 1 - May 31) Montgomery and Prince Georges \$188*

*Washington DC Metro Area  
(June 1 - August 31) Montgomery and Prince Georges \$162*

*Washington DC Metro Area  
(September 1 - September 30) Montgomery and Prince Georges \$195*

3. How has the University's demand for overnight accommodations fluctuated over the past 10 years? Does this only include guests that conduct business with the university (no family, fraternal, social etc.)?

*Answer: Demand for overnight accommodations has increased markedly from all sources, including:*

*a. Higher academic standing of the University has resulted in an increase in numbers of prospective students and parents visiting the area.*

*b. Initiation and growth of new public events is attracting more people to the University. For example: Family Weekend, Maryland Day, programs in the performing arts, events related to successful fund raising campaigns, etc.*

*c. Success of athletic teams and corresponding increases in the University's capacity to accommodate larger audiences (e.g. Comcast Center, Byrd Stadium expansion).*

*d. Visiting researchers and graduate students associated with the University's newer research facilities and M Square Research Park.*

*e. Growth in the number of academic summer programs that occur on campus, and corresponding increases in attendance.*

*f. Partnerships that are attracting affiliate organizations to locate here (ie: American Center for Physics, and FDA).*

*g. More convenient access to Washington DC via the College Park Metro.*

4. What is the latest update on the northgate (Hilton) hotel transaction? Can the team alter plans if this hotel closes on the land?

*Answer: The proposal for a Hilton Hotel west of Route 1 continues to be advanced, although there is no new information to report. Should the Hilton be approved and built as proposed, the University would not support a competing product on the East Campus site. Under those circumstances, the selected East Campus Developer would need to alter plans which reflect a competing product.*

### **General Questions:**

1. Would the University be willing to subordinate more of their ground lease payment up front (in the initial deal) in the hopes that the developer may be able to secure another form of subsidy (TIF, Tax Credits) to bridge the development gap and if the developer is successful the ground lease payment would adjust closer to market value?

*Answer: Yes; the University will consider any financial proposal or financial structure which achieves the Goals as stated in the RFP.*

2. Can a laundry program be worked out to lease with the University?

*Answer: The University has no interest in engaging in laundry service.*

3. Is the University open to an “off-balance sheet” financing for student housing?

*Answer: A Key Consideration of the RFP is that the University does not contemplate use of USM debt capacity (direct or indirect) for this project. However, an “off- balance sheet” financial structure that would not require use of USM debt capacity (direct or indirect) would be considered.*

4. May we speak with officials from City of College Park and Maryland National Capital Park & Planning and student group about this project? Do you have suggested contacts?

*Answer: Developers may desire to collect information from these officials and are welcome to do so. However, to the extent that an official response is required for any matter related to this RFP, the questions must be submitted to the Procurement Officer in writing.*

*Suggested contacts are: City of College Park (Mr. Joe Nagro - City Manager), Prince Georges County Executive's Office (Ms. Paivi Spoon) and Student Government Association (Ms. Emma Simson)*

**Campus Shuttle Questions:**

1. What type of Diesel Fuel dispensment are we expected to provide?

*Answer: Relocate the existing dispenser (single dispenser).*

2. Are we replacing the tank or relocating it?

*Answer: Replacing it.*

3. If the existing tank is underground, and if so, are we removing and disposing of it?

*Answer: It is underground, and you need to fulfill whatever environmental requirement is there to decommission the tank.*

4. What is required for the fueling island regarding operations, attendant booths, data communications, weather canopies, etc.?

*Answer: Single dispenser and data communication.*

5. What is the type of construction required for this facility? Is a modified pre-engineered structure the type of construction envisioned or is a more conventional type of construction expected?

*Answer: Conventional type.*

6. What utility information is available for the Parking Lot 4i site? Is there adequate water, sewer, and storm available or will new services be needed from Rt#1 or Rt#193?

*Answer: All of the utility information was previously provided on CD and hard copy.*

7. Is there adequate power in the area?

*Answer: All of the utility information was previously provided on CD and hard copy.*

**DES Facility Questions:**

1. There are two references to DES on Attachment A; there is a 1,470sf space and a 6,458sf space, both scheduled to be located at the East Campus location. What are the requirements of these two areas?

*Answer: The 1,470 sf space is included in the administrative offices to remain on East Campus. The 6,458 sf space has been deleted from the program.*

**Harrison Laboratory (Greenhouse Facility) Questions:**

What are the requirements for the Facilities Planning Archives located in this facility?

*Answer: Nothing in Harrison Lab will be replaced/relocated. Although this is shown on the Kit-of-Parts (Attachment A1), but not on the spreadsheet, this requirement has been deleted from the program.*