

Montgomery County Public Schools
Division of Facilities Management
Department of Planning and Construction
45 West Gude Drive, Suite 4000
Rockville, Maryland 20850

ADDENDUM #1

REQUEST FOR QUALIFICATIONS MECHANICAL, ELECTRICAL, PLUMBING ENGINEERING CONSULTING SERVICES

APRIL 24, 2026

This addendum is supplementary to the solicitation dated April 10, 2026, and becomes a part of the request for qualifications and contract documents.

This addendum consists of two (2) pages.

A corrected Request for Qualifications is attached. The section below was incomplete. The additional verbiage is added in **bold** and underlined.

Submissions must contain:

- A formal letter of intent under the firm's letterhead, the primary contact for the firm, years in business, detailed staffing, and a statement **outlining the firm's scope and capabilities** (Addendum 1)
- A Good Standing Certificate from the State of Maryland
- A current form SF-330 emphasizing the firm's experience on relevant projects, including resumes of key personnel
- Description of the design of K-12 mechanical systems located in the Washington, D.C. metro area.
- Confirmation that no officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency or another state or agency of the federal government.

END OF DOCUMENT

**MONTGOMERY COUNTY PUBLIC SCHOOLS
DIVISION OF FACILITIES MANAGEMENT**

**MECHANICAL, ELECTRICAL, PLUMBING
ENGINEERING CONSULTANT SERVICES
REQUEST FOR QUALIFICATIONS**

Montgomery County Public Schools (MCPS) is soliciting the submission of qualifications for mechanical, electrical, and plumbing engineering firms, associated with capital facilities projects to be included in its *Fiscal Years 2027–2032 Capital Improvements Program*.

Services may include the following:

- Design of systems to include HVAC, Plumbing, Controls, and Electrical
- Constructable contract drawings, cost estimates, permit and State submission requirements
- Construction Administration as prime consultant
- Existing conditions surveys and recommendations

Submissions must contain:

- A formal letter of intent under the firm's letterhead, the primary contact for the firm, years in business, detailed staffing, and a statement **outlining the firm's scope and capabilities** (Addendum 1)
- A Good Standing Certificate from the State of Maryland
- A current form SF-330 emphasizing the firm's experience on relevant projects, including resumes of key personnel
- Description of the design of K-12 mechanical systems located in the Washington, D.C. metro area.
- Confirmation that no officer, director or owner thereof is currently debarred pursuant to an established debarment procedure from bidding or contracting by any public body, agency or another state or agency of the federal government.

Selection of consulting firms will occur in May 2026 for a one-year period. MCPS reserves the right to extend the contract for up to three additional one-year terms. Requests for proposals will be distributed to prequalified consultants for each project separately.

Additional information highlighting the firm's capabilities to provide the required technical, administrative, and management services may be included and bound with the technical offer. Submissions shall include resumes of key personnel and project experience with the current firm only.

Minority business enterprises are encouraged to respond to this solicitation notice.

Consultants shall transmit submissions electronically via email to Ms. Myrna E. Clegg at Myrna_E_EranieClegg@mcpsmd.org with a copy to Construction@mcpsmd.org no later than **April 30, 2026**. Questions should be submitted to the same contact by email only.

MCPS reserves the right to require that the engineering firm demonstrate that it has the skills, competence, responsibility, licensing, professional staff, financial capabilities, and other resources to satisfactorily perform the nature and magnitude of work necessary to complete the project for which they will be considered.

Ms. Shiho C. Shibasaki, AIA
Facilities Architect
Division of Facilities Management