

**HATBORO-HORSHAM SCHOOL DISTRICT
REQUEST FOR PROPOSAL FOR FACILITIES ASSESSMENT STUDY**

**Request for Information (RFI) No. 1
Issue Date: January 25, 2024**

Below are the answers to questions submitted by prospective bidders as of December 1, 2023.

- 1. Can you clarify whether the wireless network includes both interior and exterior coverage?**

The wireless network is interior only.

- 2. What components of the District sites need to be included in the study?**

Proposers should include all parking lots and sidewalks, utility connections and shut offs at the building, facility entry points, paving systems, walkways, ramps, and exterior lighting within 10' of the building perimeter in the study.

- 3. Are you seeking a high-level visual ADA assessment as part of this scope of work, or are you looking for a legal compliance review with a full evaluation of federal ADA standards where measurements and calculations are performed?**

High-level visual ADA assessment only.

- 4. Can you clarify whether the District is already utilizing a work order software system? Are you looking for the consultant to assist the District in the selection of an appropriate option?**

The District utilizes FMX for its work order system. It is unlikely that the District will switch work order systems.

- 5. Can you clarify how the evaluation criteria listed on Page 2 of the RFP will be factored into the final evaluation score? Does each category account for a certain percentage? If so, can you share that breakdown?**

Below are the percentage weights that will be applied to the scores assigned to each finalist:

Fee Proposal:	40%
Qualifications:	20%
Experience:	20%
Personnel:	20%

- 6. Will firms need to review acoustics and food service equipment as part of the study?**

The only acoustical review needed will be at the Hatboro-Horsham High School auditorium. Food service equipment should be reviewed at all school buildings.