

GENERAL SOLICITATION

TBD

26MISC2, SCHOOL/OFFICE FURNITURE AND EQUIPMENT

Frederick County Public Schools

191 South East Street

Frederick, MD 21701

RELEASE DATE: July 2, 2025

DEADLINE FOR QUESTIONS: July 23, 2025

RESPONSE DEADLINE: July 31, 2025, 11:00 am

RESPONSES MUST BE SUBMITTED ELECTRONICALLY TO:

<https://secure.procurenow.com/portal/fcps>

Frederick County Public Schools
GENERAL SOLICITATION
26MISC2, School/Office Furniture and Equipment

- I. Introduction.....
- II. Project Details.....
- III. Vendor Questionnaire.....

Attachments:

A - 26MISC2 Proposal Package

1. Introduction

1.1. Summary

Frederick County Public School (FCPS), MD, acting as the lead agency for the Baltimore Regional Cooperative Purchasing Committee (BRCPC), a standing committee of the Baltimore Metropolitan Council (BMC), is soliciting proposals from furniture and equipment manufacturers or dealers to furnish and install office furniture and equipment.

1.2. Contact Information

Kim Miskell

Assistant Purchasing Manager

191 South East Street

Frederick, MD 21701

Email: kimberly.miskell@fcps.org

Phone: [\(301\) 644-5208](tel:(301)644-5208)

Department:

Purchasing Department

1.3. Timeline

Release Project Date	July 2, 2025
Pre-Proposal Meeting (Non-Mandatory)	July 16, 2025, 2:00pm Google Meet joining information: Video call link: https://meet.google.com/imd-hwak-qei Or dial: (US) +1 316-778-8164 PIN: 607 368 879#
Question Submission Deadline	July 23, 2025, 4:00pm
Proposal Submission Deadline	July 31, 2025, 11:00am Bids will be opened and publicly read on Google Meet. Google Meet joining information: Video call link: https://meet.google.com/nrv-rnny-njs Or dial: (US) +1 435-562-1438 PIN: 399 639 510#
Contractor Selection Date	November 19, 2025

2. Project Details

2.1. Important Instructions for Electronic Submittal

The FCPS is accepting electronic bid submissions. Bidders shall create a FREE account with OpenGov Procurement by signing up at <https://secure.procurenow.com/signup>. Once you have completed account registration, browse back to this page, click on "Draft Response", and follow the instructions to submit the electronic bid.

3. Vendor Questionnaire

3.1. Proposal*

Please Upload your COMPLETE Proposal with Signature Page here.

*Response required

3.2. Statutory Affidavit and Non-Collusion Form*

Complete and upload Statutory Affidavit and Non-Collusion Form

*Response required

3.3. Certificate of Compliance Form*

Complete and upload Certificate of Compliance Form

*Response required

3.4. Vendor Conflict of Interest Disclosure Form*

Complete and upload Vendor Conflict of Interest Disclosure Form

*Response required

3.5. W9*

Complete and upload a current W9 (dated within the last year)

*Response required

3.6. Proprietary Information Form*

Complete and upload the Proprietary Information Form

*Response required