

STATE OF MARYLAND
R.F.P. LA-1-20
SPECIFIC REQUIREMENTS

NOTICE – The Department of General Services Office of Real Estate has contracted with and has authorized CBRE, Inc., to serve in the capacity of Exclusive Tenant Representative (Broker) for commercial leases where the State is the Tenant. CBRE, Inc. has engaged Birch Advisors, LLC. As customary, the Broker's commission will be the responsibility of the Landlord executing a lease with the State.

The State of Maryland requires office space for lease at a single location for the **Department of Labor, Licensing and Regulation** as follows:

a. Type and amount

45,006 net usable square feet +/- 5% administrative office space with client contact.

b. Location

Baltimore City, specifically within the following boundaries:

North: Coldspring Lane

East: Harford Road, Broadway, Boston Street, Clinton Street

South: Fort McHenry Tunnel, I-95

West: Russell Street, Martin Luther King Boulevard, Pennsylvania Avenue, Reisterstown Road

c. Term

(1) - Original – 10 years

(2) – Option – 1 for 10 years

2. Offerors shall submit space in accordance with the requirements contained in the enclosed specifications or commit to make the improvements necessary at the Offeror's expense to bring the space into compliance with those specifications by the required delivery time provided below.

The following special specifications must be complied with/provided. Whenever these special specifications conflict with the specifications contained elsewhere in this proposal package, these special specifications shall prevail:

a. Offerors must acknowledge that they have read the attached Executive Order 01.01.2009.12 for Transit Oriented Development.

b. Offerors must enclose a map from an electronic mapping system which delineates the distance from the proposed site to the nearest Transit Station.

c. Delivery Time 120 days from Approved Building Permits. New construction will not be considered.

d. Agency desires approximately 100 parking spaces onsite or within a two (2) block distance from the building.

e. Due to the frequency of customer walk-ins, the Occupational & Professional Licensing Division, consisting of 15,010 net usable square feet, would prefer a 1st Floor presence either for 15,010 net usable square feet or in the range of 1,000 – 2,000 net usable square feet. Agency prefers lobby entrance security.

f. With the exception of a preference for a 1st Floor presence, the Agency requires occupancy on contiguous floors not to exceed four (4) floors.

Proposals must be received by **3:30 p.m. on August 6, 2019**

Information on other pending Request for Proposals (RFP) for lease space may be found on the DGS website @ www.dgs.maryland.gov/realestate

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GENERAL INFORMATION

The Department of General Services Office of Real Estate *General Performance Standards and Specifications for State of Maryland Leased Facilities* are only available electronically at [www.dgs.maryland.gov/real estate](http://www.dgs.maryland.gov/real%20estate)

PLEASE BE ADVISED THAT ELECTRONIC PROPOSALS SHALL NOT BE ACCEPTED. ONLY HARD COPY SEALED PROPOSALS DELIVERED IN THE ENVELOPE PROVIDED WITHIN THE PERMITTED TIME PERIOD SHALL BE ACCEPTED.

PROPOSERS MUST REQUEST HARD COPIES OF THE REQUIRED PROPOSAL DOCUMENTS ALLOWING SUFFICIENT TIME TO RESPOND BY THE CLOSING DATE BY CONTACTING HARVEY BROOKS AT 410.767.4304 OR VIA E-MAIL AT harvey.brooks@maryland.gov

PROPOSALS NOT SUBMITTED ON TIME, ON THE PROPER FORMS OR IN THE PROVIDED ENVELOPE WILL BE DETERMINED TO BE NON-RESPONSIVE AND WILL NOT BE CONSIDERED.

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