

RFP-LA-05-26
(Office space for lease for the Department of Human Services)

1. Brokerage Commission - Is this RFP subject to a brokerage commission to be paid by Offeror? If so, what is the commission structure?

A: There is no brokerage commission associated with this transaction.

2. Section 1.5 – Calculations of Net Square Feet (“NSF”) and Net Usable Square Feet (“NUSF”) - The provided RFP does not appear to provide an accommodation within the Net Square Feet (NSF) determination for interior circulation within the Leased premises. The provided Form 680-1 identifies the specific program area for each of the Position Title & Special Purpose Spaces, but in the requested maximum NSF of 27,495 square feet, no area has been accommodated for the required circulation within the leased premises. Please clarify how the offeror will be able to maintain the identified maximum NSF and still provide the needed circulation area within the leased premises. If no provision is made within the RFP for interior circulation space within the lease premises will adding the circulation area to the NUSF disqualify the offered proposal?

A: The required square footage of 27,495 NSF does not include circulation. Offerors are required to provide the NUSF to complete the project using the NSF included in the RFP; NUSF provided is to include circulation. The NUSF will be the square footage utilized in the Lease.

3. Is the interior circulation area considered part of the NUSF adjustment of (+/-5%) that’s identified in the RFP, Section 1. Requirements, Subsection 1.5.3?

A: No, the +/-5% is included in the NSF.

4. Other than the two (2) single occupant restrooms identified in the 680-1, will the remaining DGS Standard and building code-required restrooms (if serving only the leased area), be included in the NUSF tabulation?

A: Please refer to the State of Maryland Standard and Specifications, Section II.N (Definition of Net Useable Square Feet).

5. The RFP identifies in Section 1. Requirements, Subsection 1.5.2, That the space is to be designed with all enclosed rooms/ offices located along the interior of the proposed spaces, and all open workstations should be situated along the window line of the space/ exterior wall to allow maximum natural light in the space. Does this require **ALL** enclosed rooms/offices be located along the interior, or can some offices be located along windowed/ exterior walls? (i.e., Director’s offices, specific senior staff offices, conference rooms, lunchrooms, board rooms, etc.)?

A: There is no specific requirement for all rooms to be along the interior. The preference is to design the space to maximize the natural lighting.

6. If the provided Test-Fit Exhibit, as requested in the RFP, Section 1. Requirements, Subsection 1.5.1, places some of the enclosed spaces at window walls/ exterior walls, will it impact the Technical Evaluation identified in Section 4. Evaluation and Selection Process, Subsection 4.1.a?

A: Yes, it is subject to agency's operational program and preference.

7. Section 3.3 – All floors occupied by the State are required to be keycard access from elevators and stairwells. Are the keycard systems provided by the State's vendor, or does landlord provide this?

A: Keycard systems shall be provided by the State's vendor.

8. Ownership Entity - If the intention is to utilize a newly formed special purpose entity, does that LLC need to be formed prior to submission of the RFP?

A: Yes, however, documentation of a legal entity will not be required until Lease terms are negotiated.

9. Lease and Addendum A - Are there any provisions that would disqualify a submission if redlined?

A: No, it does not disqualify the proposal; however, redlining the documents does not guarantee the state will accept the changes.

10. What Utility is being referenced, and how to handle Utility Provider Estimate for a to-be built new construction building?

A: Gas & Electric; please mark as N/A on the proposal form if the building has not been constructed.

11. Is there a difference between "Additional Tenant Fit Up" referenced in Section G, and "Excess Fit Up Costs" as defined in Section 6.6 in Addendum A of the Lease?

A: There is no difference.

12. Are these Unit Cost rates fixed, or are these able to be adjusted based on current construction prices?

A: Yes, adjustments may be proposed. The state has the right to counter during Lease negotiations.

13. If there are Tenant specific costs outside of those listed in Section G, that exceed the DGS Standards, but are required by Tenant, can those be considered as Excess Fit Up Costs?

A: Yes

14. If new construction & contract purchasers, how should we handle responses to Acquisition Date, Appraised Value, and Date of Appraisal?

A: Please provide information on the land acquisition; upon availability improved value shall be provided.

15. Electric Vehicle Charging Stations - Is the EVSE, network software and subscription (referenced in Section V. Additional Requirements) to be procured separate from the lease and paid for by the State, or is the Offeror required to incur these obligations?

A: The offeror shall incur all costs for this obligation.

16. If the Offeror is required to provide the EVSE software and subscription, will they also have to provide ongoing associated technical support for this networked system?

A: Yes

17. As the referenced geographic area is rural/ suburban, what impact does this have on the RFP Evaluation with respect to the Transit-Oriented portion of the Technical Evaluation?

A: This will not have an impact on the technical evaluation if it does not apply to the geographical area stated in the RFP.