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**RFP-LA-07-22 (Office space for lease at a single location for the  
Maryland Department of Aging)  
Questions and Answers**

1. Related to 3.1 - Please confirm that parking spaces do NOT have to be within the building footprint and can be located directly adjacent/across the street from the building.  
**A: If the parking area is immediately adjacent to the building it would be considered “on-site”.**
2. Related to 3.1.1 – Please confirm - Because of the regulatory requirement to separately meter the vehicle charging stations - that the cost of the power associated with the EV charging stations can be paid directly by the tenant.  
**A: No. the cost of power for the Electric Vehicle Charging Stations are to be paid by the landlord.**
3. Should responder assume that there will be any commission due to any Exclusive Tenant Representative Broker, be it CBRE, or Birch Associates?  
**A: The brokerage commission will be calculated consistent with how brokerage fees have been calculated for the State of Maryland’s commercial leases since 2009. It is 4% of the base rent for the first half of the lease term and 2% of the base rent for the remaining half of the lease term.**
4. Related to 3.3 – Is there a requirement or clearer definition of the responsibilities of the security personnel requirement? Confirm that the parking security personnel and the building security personnel must be two different people/positions?  
**A: Security personnel are required to be physically located in the areas they are responsible for securing. Physical presence is required for both Building and Parking areas.**

**Information may be found on eMMA by clicking the link below:**

[https://emma.maryland.gov/page.aspx/en/bpm/process\\_manage/28988](https://emma.maryland.gov/page.aspx/en/bpm/process_manage/28988)

