

	QUESTIONS	ANSWERS
1.	Originally I was informed that the 11,200 square foot building we represent was the size needed for the local office. Now I see that the requirement has been increased to 27,000 square feet. Should we respond to the RFP, since the requirement has now grown to 241% of the size of our building?	This RFP addresses a co-location of two (2) agencies. We encourage all to respond, regardless of size, in the event a co-location does not meet the minimum requirements of each agency.
2.	Is there a chance that the state would consider our building for the local office and putting the other facilities elsewhere?	The local office you are referring to is a division of the Department of Human Services - Child Support Services (CSS) and will not be separated.
3.	We have some flexibility regarding parking spaces. Are there a minimum and an optimal number of spaces needed and/or desirable for this requirement?	GVRA requires a minimum of 45 spaces. CSS provides services to the public on a daily basis and will need parking to accommodate a staff of 47 upon occupancy, with the potential to grow to 62 staff plus visitors.
4.	Will the state consider splitting the two requirements	This RFP addresses a co-location of two (2) agencies. We encourage all to respond in the event a co-location does not meet the minimum requirements of each agency.
5.	Confirm Initial Lease Term without any cancellation privilege thereto.	Initial Lease Term shall be fifteen (15) years. Pursuant to O.C.G.A. § 50-16-41, as amended, Tenant shall have the right to terminate this Agreement, without further obligation, if Tenant determines that adequate funds will not be available to satisfy Tenant's payment obligations under this Agreement. Tenant's determination regarding the availability of funds to satisfy Tenant's payment obligations under this Agreement shall be conclusive and binding on all Parties. Tenant has not ever cancelled a multi-year lease.
6.	Specific Use of Premises (Please address any loitering possibility, and any mentally-disturbed, drug-related, parolee/crime related clientele servicing which may occur on the premises)	<p><u>GVRA Use:</u> Provides services to persons with disabilities in preparation for employment in the labor market. These services include job readiness, vocational counseling and support and job placement.</p> <p><u>CSS Use:</u> Full service office which provides families access to child support services to include locating, establishing, enforcing and disbursing financial and medical support.</p>
7.	Proposed Occupancy Date and Rent Commencement Date	Tenant's desired occupancy is March 1, 2014. Rent Commencement is dependent on any rental concessions provided which are desirable.

8.	Parking spaces required.	GVRA requires a minimum of 45 spaces. CSS provides services to the public daily and will need parking to accommodate a staff of 47-62 plus visitors.
9.	Tenant Leasehold Improvement Expenses: (Will Landlords be reimbursed by State for such build-out improvements?)	Landlords will not be reimbursed by the State for Tenant Improvements except through the payment of rent over the term of the Lease.
10.	Specific detailed specification of build-out.	Please refer to Section B8 for Base Building questions and the Space Program in Exhibit I that is an outline of the desired build-out.
11.	Typical floor plan layout, if available.	Please refer to Exhibit I for the Space Program.
12.	Kindly advise the internet procedure (SPC website and detailed link access procedure) to allow us to receive the answers and avoid any possible problems.	Answers to the questions are posted on August 6, 2013 via the State Properties Commission website under the Advertisement Tab - RFP for Leased Space.
13.	Should the 27,000 sf premises be demised to reflect two distinctive spaces for the two agencies with separate entrances and service? If so, confirmation of the size of each agency. Our records indicate 18,000 sf for CSS and 9,000 sf for GVRA.	Separately, the CSS component is 17,807 usf and the GVRA component is 9,339 usf (as noted in Exhibit I). Depending on the nature of the building, this requirement could potentially reflect two distinctive spaces or one contiguous space that is partitioned for each agency and reflects shared common/ancillary space.
14.	Base Building - Number of restrooms, fixtures in each restroom and finishes required.	Please refer to Exhibit I for the Space Program. Building Standard finishes throughout.
15.	Base Building - HVAC requirements	HVAC to be in good working condition and able to provide normal comfort in season.
16.	Base Building - Ceiling Height requirements	Standard office ceiling height or greater.
17.	Base Building - Lighting requirements	A minimum 50 foot candle illumination.
18.	Base Building - Systems Furniture or Fixed Walls? If Fixed Walls, full or partial?	Combination of systems furniture and private offices/conference areas. Please refer to Exhibit I.
19.	Base Building - Number of Offices, Conference Rooms and Break Rooms, if applicable?	Please refer to Exhibit I for the Space Program, indicating the number of offices, conference rooms and break rooms.
20.	Base Building - Special Electrical and Communications Requirements (i.e. Phone /Data / Wiring; Fiber Optics; Security)	This requirement does not call for any special or above-average electrical and communication requirements, just adequate fiber and/or data to accommodate a user of this size. The Agency will pull the cable through GTA, its vendor. Low voltage permit

		at the permitting process, to ensure there is no delay for installation.
21.	Condition of Premises - Does Tenant prefer a turn-key delivery; base building with allowance or warm shell with allowance?	Dependent on the nature of the building. Specifics will be determined as the process progresses.