# May 4, 2023

# RE: State Properties Commission

# 9307 DOR Atlanta

# RFP Question and Answer Response

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| Deadline to submit Proposer written questions: | ***April 27, 2023 by 5:00 p.m.*** |
| Answers to written questions posted on SPC Website by: | ***May 4, 2023 by 5:00 p.m.*** |

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| **#** | **Questions** | **Answers** |
| 1 | Can you confirm before I submit if my building is in the geographic area? | Please see Exhibit I which details the delineated area to determine if the proposed location is within the proposed boundaries. |
| 2 | Will you consider multiple buildings in an office park complex or a single tenant building? | Tenant prefers a single tenant option, but will consider options in more than one building. |
| 3 | Does the tenant require the mid-term refurbishment allowance? | Tenant prefers a proposal that includes a mid-term allowance but will consider proposals that do not include a mid-term allowance. |
| 4 | Explain the termination noted in the RFP? | As mentioned in the RFP, Tenant's right to terminate is governed by O.C.G.A. § 50-16-41. SPC has not terminated a multi-year lease. |
| 5 | What type of generator will the tenant install and what is the rating? | Generator model that will be moved is:  Model: Cummins  (Version) DQFAC-543093  SN: D090242149 |
| 6 | Is the security equipment provided by tenant? | Yes, all security equipment is provided by the tenant. |
| 7 | What type of security do you want for a campus environment? | Tenant desires a safe environment for employees and guests. Tenant will need to control access to all space occupied by DOR. |
| 8 | What are the building hours? | Landlord shall provide central heat and air conditioning in season, at such temperatures and in such amounts as are reasonably deemed to be in keeping with the first-class standards of office buildings in the Metro-Atlanta area.  Such heating and air conditioning will be furnished between 6:00 a.m. and 6:00 p.m. on weekdays (from Monday through Friday, inclusive) and from 8:00 a.m. and 1:00 p.m. on Saturdays (on an as-needed basis at no charge), all exclusive of State Holidays, as (the “Building Operating Hours”).  Tenant shall have access to the Premises 24 hours per day, every day of the week. |
| 9 | What after building hours are needed? | Tenant shall have access to the Premises 24 hours per day, every day of the week. After-hours service will be requested on an as-needed basis where additional items such as heating and air may be needed (e.g., system upgrades over a weekend). |
| 10 | Does the location have to be near public transportation? | It is tenants’ preference to be located within a 10-minute walk of public transportation, but a location outside this area would not necessarily eliminate a proposal from consideration. Please provide details in Exhibit B, page 10 of the RFP. |
| 11 | Will a multi-tenant building be considered? | Yes, a multi-tenant building will be considered. |
| 12 | What is the tenant's current leased property location? | 1800 Century Center Boulevard, Atlanta GA. |
| 13 | Who are the Selection Committee (SC) members? | The SC is made up of employees of DOR and SPC. |
| 14 | Is board approval needed? | Yes, board approval will be needed prior to lease execution. |
| 15 | Can you request changes to the lease document? | The lease will be on the standard SPC lease form. Minimal changes may be considered. |
| 16 | Provide a brief description of amenities in the area required by tenant. | Tenant would like the proposer to describe shops, cafes, restaurants and business services available in the area. |
| 17 | Who pays for the installation of the generator? | Landlord would pay for the installation as part of the turnkey buildout. |
| 18 | Does tenant prefer a low rental rate or abated rent? | Tenant prefers that the landlord propose its most aggressive offer. |
| 19 | Is abated rent inside the term? | Yes, any abated rent is required inside of the lease term. |
| 20 | Can tenant comment on the test fit? | Exhibit F Agency Requirements Programmatic Needs has been provided to assist the offeror to create a test fit. Comment to the test fit will not be provided until an apparent awardee has been selected. |
| 21 | Which offices need sound proofing? | Sound proofing will be needed for all director level offices and above, conference rooms, between divisions, lactation rooms and break rooms. The purpose is for confidentiality. See Exhibit F – Agency Requirements. |
| 22 | What temperature is needed for the cooled area on page 33 of the RFP? | The alcohol storage room should be heated and cooled at the temperature maintained for the rest of the Premises.  The IT room shall maintain temperature and backup power at all times. |
| 23 | What size of the unit is needed for the server room? | There are two large portable coolers (4X3 feet), three stationary Liebert cooling units (9X3 feet), and 17 server racks with UPC Units. |
| 24 | Is the “Alcohol Storage Room” referenced on Page 33 of the RFP the same as the “ATD Evidence Room” listed among the Support Spaces listed on page 24?  If not, what size should we assume for that room? | No, the rooms are not the same.  The Alcohol storge room is used to store confiscated alcohol that is being held for auction and criminal cases. There will be three (3) cages with cameras, alarms and security with key and secondary security with badge – one cage is locked. The size of this room is 3,000 SF and is noted in the agency requirements as ATD Evidence, Equipment Room. |
| 25 | Is the “Server Room” referenced on Page 33 of the RFP the same as the “ITD Servers hosted in Data Center” listed among the Support Spaces?  If not, what size should we assume for that room? | Yes, the server room is listed as the ITD Server Room and is approximately 1,356 SF. |
| 26 | Do any of the Meeting spaces need to have a folding partition.  Reference Construction/Partitions Item 7 (page 27). | Tenant would prefer that large meeting rooms and large multi-purpose rooms have partition walls. |
| 27 | Confirm which Conference rooms should have a projection screen. Reference Lighting/Ceiling Item 12 (page 27). | Tenant will provide projectors and screens for conference room. Tenant may install screens/projectors in all conference rooms that are medium size and above. |
| 28 | What type of spaces and/or requirements are included in the 4,000 SF customer service area? | A customer seating area for up to 15 people, private conference room for up to 4 people, four customer service windows, server room (does not require 24/7 heating/air), and storage/copier area. |
| 29 | What are the requirements for Work Café/Community Hub interiors?  Is this a full commercial kitchen/café or just a break room? | This refers to a small break area on each floor and a larger break area for staff seating. |
| 30 | What type of spaces and/or requirements are included in the 2,204 SF ITD Security Office? | Three (3) offices for the CISO, Security Manager, and Info Security Analyst/Manager along with four (4) cubicles (49 sf) for the Information Security Analysts. |
| 31 | What type of spaces and/or requirements are included in the 3,000 SF OSI Facilities and Surplus? | Four (4) cubicles (49 sf), large maintenance storage room, and space to store surplus furniture and equipment until sold. |
| 32 | What functions are happening in the ITD Testing Lab?  Any specialty construction, plumbing or HVAC? | Various testing will be conducted in the lab, including collaborative quality assurance testing between Cross-Function Teams (i.e., MVD & Tax-based systems, Stress Testing, and Kiosk Testing).  Hardware is sometimes brought in for testing. |
| 33 | Is any specialty construction needed at HR Secure File, Data Center, ITD Secured Storage, ATD and FDA Evidence Rooms, OSI Secure Document Rooms. | All rooms identified are required to be locked and secure. ATD and OSI evidence rooms require mesh wire in ceiling and no windows in doors or walls.  The data center room will have raised flooring, fire suppression system and back up power (generator). |
| 34 | Will DOR need a dock door? | Yes, tenant will need a dock door to accommodate deliveries. |