



STATE OF TENNESSEE  
DEPARTMENT OF GENERAL SERVICES

**REQUEST FOR PROPOSALS # 14-02-905**  
**AMENDMENT # 2**  
**FOR OFFICE SPACE IN CHATTANOOGA, HAMILTON**  
**COUNTY, TENNESSEE**

DATE: **September 22, 2015**

RFP # **14-02-905** IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates.

## SCHEDULE OF EVENTS

### 2.1. RFP Schedule of Events

EVENT	TIME (central time zone)	DATE (all dates are state business days)	Updated/ Confirmed
1. RFP Advertised		On or shortly before publication date	Confirmed
2. RFP Published		September 4, 2015	Confirmed
3. Disability Accommodation Request Deadline		September 9, 2015	Confirmed
4. Pre-proposal Conference (if applicable)		N/A	Confirmed
5. Notice of Intent to Propose		September 11, 2015	Confirmed
6. Written "Questions & Comments" Deadline	4:00 p.m. Central Time	<b>September 24, 2015</b>	Updated
7. State Response to Written "Questions & Comments"		<b>September 28, 2015</b>	Updated
<b>8. Proposal Deadline and Opening</b>	2:00 p.m. Central Time	<b>October 5, 2015</b>	Updated
9. Notice to Proposers of Mandatory Pass/Fail		<b>October 7, 2015</b>	Updated
10. State Completion of Proposal Evaluations		<b>October 21, 2015</b>	Updated
11. State Notice of Intent to Award Issued / Finalization of Lease Agreement <u>and</u> RFP Files Opened for Public Inspection		<b>November 3, 2015</b>	Updated

12. Executive Sub Committee of the State Building Commission Approval Sought (If lease term is greater than 5 years or annual rent is greater than \$150,000)		November 23, 2015	Confirmed
13. Lease is circulated to successful Proposer for signature		December 3, 2015	Confirmed
14. Lease Signature Deadline		December 31, 2015	Confirmed
15. Construction Substantial Completion Date		May 2, 2016	Confirmed
*16. Desired Occupancy Date		June 1, 2016	Confirmed

**2. State responses to questions and comments in the table below amend and clarify this RFP.**

Any restatement of RFP text in the Question/Comment column shall NOT be construed as a change in the actual wording of the RFP document.

1. RFP Attachment 5.2 – Scope of Lease, the Project Specific Requirements does not appear to have a complete Space Needs Analysis for all three agencies. Is this all there is or did some pages get left off?	Some pages of the Space Needs Analysis did not copy over correctly; see Amendment One for complete Space Needs Analysis.
2. If pages of the Space Needs Analysis were left off, will there be an additional opportunity to ask questions?	See updated schedule above.
3. RFP Attachment 5.2 Section A- Scope of Lease states the spaces for the three agencies do not have to be contiguous. However, if the agencies are located in one building in separate suites, can any spaces be shared such as a waiting area, breakroom, restroom, telecom, etc.? (For example - one waiting room that feeds to 3 suites, sharing a visitor restroom or restrooms)	No, the suites need to be completely separate from one another, even if they are contiguous.

<p>4. RFP Attachment 5.2 Section A- Scope of Lease's Parking Requirement, how close must parking be to the leased space to be considered?</p>	<p>The State prefers that parking be within two blocks of the proposed space, but will weigh the proposed parking along with the rest of the proposal.</p>
<p>5. –RFP Attachment 5.2 – Standard Form of Lease - Exhibit D the Project Specific Requirements, state that <b>ABC</b> needs a security system monitoring their Evidence Room. Is this something the landlord provides? If so, please provide specifications to the actual needs.</p>	<p>The landlord will be required to provide power supply and conduit at the specific location, but the State will pay for and provide the security monitoring system.</p>
<p>6. RFP Attachment 5.2 – Standard Form of Lease - Exhibit D the Project Specific Requirements state that the <b>Attorney General</b> requests building security during normal business hours. Is this something the landlord is to provide? If so, please provide complete details and specifications.</p>	<p>Yes, the landlord is asked to provide building security. The State's intent is to have basic building security—i.e. a security guard in the lobby keeping an eye on the building entrance, who can dial 911 if needed.</p>
<p>7. RFP Attachment 5.2 – Standard Form of Lease - Exhibit D the Project Specific Requirements state the <b>Human Rights Commission</b> requests an Automatic Entrance Door for their clients. Does this refer to the building entrance door, the door to their suite, or both?</p>	<p>This refers to the door into their suite. Assuming the building entrance door meets ADA requirements, it would not need to be changed.</p>
<p>8. Is it required that each suite have the ability to control their own heating and cooling or can it all be controlled by one system?</p>	<p>Each suite needs to have the ability to control their heating and cooling. It can all run off of one system, but each suite would need to have a separate zone.</p>