



STATE OF TENNESSEE  
DEPARTMENT OF GENERAL SERVICES

**REQUEST FOR PROPOSALS # 15-04-912**  
**AMENDMENT # ONE**  
**FOR OFFICE SPACE IN KNOX COUNTY, TENNESSEE**

DATE: **December 16, 2015**

RFP # **15-04-912** 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		November 25, 2015	CONFIRMED
3. Disability Accommodation Request Deadline		December 2, 2015	CONFIRMED
4. Pre-proposal Conference (if applicable)		N/A	CONFIRMED
5. Notice of Intent to Propose		December 4, 2015	CONFIRMED
6. Written "Questions & Comments" Deadline	4:00 p.m. Central Time	December 4, 2015	CONFIRMED
7. State Response to Written "Questions & Comments"		<b>December 16, 2015</b>	<b>Changed</b>
<b>8. Proposal Deadline and Opening</b>	4:00 p.m. Central Time	<b>January 8, 2016</b>	<b>Changed</b>
9. State Completion of Proposal Evaluations		<b>February 4, 2016</b>	<b>Changed</b>
10. State Notice of Intent to Award Issued / Finalization of Lease Agreement and RFP Files Opened for Public Inspection		<b>March 4, 2016</b>	<b>Changed</b>

11. 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)		March 21, 2016	CONFIRMED
12. Lease is circulated to successful Proposer for signature		March 30, 2016	CONFIRMED
13. Lease Signature Deadline		April 29, 2016	CONFIRMED
14. Construction Substantial Completion Date		November 1, 2016	CONFIRMED
*16. Desired Occupancy Date		December 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. Does the State have a protocol for completing renovations in a space that is currently occupied? Can it be done in phases or can the existing layout be used with updated finishes? Please advise how the State handles these details.	The State handles such situations on a case-by-case basis. Each of the suggested solutions are viable—the work could be done in phases or the existing layout could be used. Upon lease award, a State designer assigned to the project and will determine, in conjunction with the lessor, exactly what will need to be done and how it will be completed.
2. Would the building be required to meet new ADA requirements or will the building be grandfathered into existing requirements?	Per the lease, all buildings, parking lots, and accessibility must meet all current codes, including but not limited to ADA.
3. Will the state accept a gross lease net of tenant utilities?	Per RFP Attachment 5.2, Section A – Scope of Lease, Operating Expenses: <i>“Tenant desires a full-service gross lease with no pass-through of operating expenses (including any pass-through of increases in operating expenses). The proposed base rent should include all operating expenses.”</i> The adjacent column labeled “Alternate (Y/N)” is blank, indicating the State will accept alternate proposals to this provision.
4. Block 6 of the Lease regarding Termination for Convenience is blank. What is the State’s desired termination notice period?	The State desires to have Termination for Convenience available with 120 days’ notice.