REQUEST FOR PROPOSAL
BY THE
STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
ON BEHALF OF THE

MINNESOTA DEPARTMENT OF EDUCATION

STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
REAL ESTATE AND CONSTRUCTION SERVICES
50 SHERBURNE AVENUE, ROOM 309
ST. PAUL, MINNESOTA 55155

Proposals due May 28, 2020
By 2:30 P.M. Central Time
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I. INTRODUCTION

The Minnesota Department of Education

The mission of the Minnesota Department of Education ("MDE") is Leading for excellence and equity. Every day for everyone.

MDE provides an excellent education for Minnesota students by striving for excellence, equity and opportunity. MDE focuses on closing the achievement gap, supporting high-quality teaching, using innovative strategies to improve educational outcomes and ensuring all students graduate from high school well-prepared for college, career and life.

MDE develops, builds and maintains collaborative relationships with schools, districts and other stakeholders through a wide variety of advisory boards, councils and committees.

MDE’s Values are:

1. Collaboration: Partner and serve for the greater good.
2. Leadership: Take ownership and responsibility.
3. Equity: Innovate for justice, fairness and inclusion.

MDE’s work is guided by the Ten Minnesota Commitments to Equity:

1. Prioritize closing the gaps:
   Set and communicate the vision and targets for closing gaps.

2. Start from within:
   Focus on your leadership team first.

3. Measure what matters:
   Make data visible, use research and talk regularly about them.

4. Go Local:
   Engage and develop leaders on every level.

5. Follow the money:
   Reallocate resources to students who need them most.
6. Start early:
Invest in students early on – learn trouble spots and establish prevention strategies.

7. Engage more deeply:
Monitor equitable implementation of standards. Know your classrooms.
Tend your community partnerships.

8. Value people:
Focus on teachers and leaders. Hire the best people for your most vulnerable students.

9. Improve conditions for learning:
Focus on school culture, climate and social-emotional development.
Connect teaching to the experiences, knowledge and needs of students.

10. Give student options:
Empower students with high-quality options to support every student’s success.

II. PROJECT GOALS

A. It is the intent of the State of Minnesota, Department of Administration, on behalf of the Minnesota Department of Education (“MDE”), to enter into a lease for space in an existing or newly constructed building (“Building”) that will best serve the State’s Interest.

B. The stated Project Goals are to:

1. Develop a workplace that is collaborative, open, vibrant, flexible, efficient and organized by:
   - Providing space that is modern, interactive, flexible, and efficient and;
   - providing a variety of settings that include impromptu meeting spaces; formal meeting spaces, project rooms, individual workspaces and/or break areas;
   - providing flexibility workspaces and choices for where, when and how work happens
▪ providing a good flow throughout the space supporting staff adjacencies and work processes to promote movement and foster collaboration across agency;
▪ providing secure mothers rooms with sinks, and multi-purpose wellness rooms;
▪ providing access to technology and resources;
▪ providing functional, quality common spaces; and
▪ provide flexibility to accommodate future growth and change.

2. Celebrate MDE’s mission by:
▪ providing the best value for the resources invested;
▪ demonstrating value provided to public and employees;
▪ creating a space that is caring, warm, open and welcoming for employees and customers.

3. Create a safe, healthy and engaging workplace by:
▪ providing the mission driven employees, a space that reflects their commitment to their vital work;
▪ providing team members with a safe and secure work environment;
▪ creating a space where people want to work and serve others, making the space more attractive to recruit and retain quality employees;
▪ supporting work/life balance and access to amenities (restaurants, parking, transit, etc.);
▪ providing health/wellness and privacy rooms;
▪ promoting a healthy work environment (access to daylight and views, healthy air quality, regulated temperature, etc.);
▪ providing an environment that promotes sustainability (using safe, non-toxic and sustainable materials and promoting energy-efficiency);
▪ providing an environment that promotes spiritual and emotional wellbeing.
III. **SITE LOCATIONS REQUIREMENTS**

A. The site shall be located within a 10-mile radius of the State Capitol Building, which is located at 75 Rev. Dr. Martin Luther King Jr. Blvd, St. Paul, MN 55155 as shown on the attached *Exhibit B (Site Locations Requirements)*.

B. The site should be located along or near public transit with nearby access to freeways.

C. The site should have sufficient, convenient and well-lit parking in proximity for employees, visitors, conference center attendees and other guests.

D. Preferably within walking distance to amenities (restaurants, convenience stores, fitness facilities and parks)

E. The site and Building (including built-in elements, structures, and walkways located on the site) must be in compliance with Americans with Disabilities Act (ADA) standards.

F. The site and Building shall have security services as described in *Section V.P.* of this Request for Proposal.

G. A professionally managed Building is preferred with an on-site property manager and/or Building engineer.

H. On-site food service, food vendors, shared cafeteria and/or onsite vending machines are preferred.

I. On-site fitness center is preferred.

J. On-site loading dock is highly preferred.

K. On-site access to outdoor space for team use is preferred.

IV. **PROGRAM REQUIREMENTS**

A. The Space Requirements as set forth on the attached *Exhibit A (Program Requirements)*, provide for an estimated 104,000 00 total usable square feet of space, including approximately 2,000 usable square feet of storage space. **The usable square feet listed above is an estimate only. The verification of the usable square feet from the approved floor plan layout will dictate the total amount of usable square feet leased based on the measurements defined in *Exhibit C (State of Minnesota Lease), Section 4 or Section VI.D (Space Measurement)* of this RFP.**
B. The proposed space is preferred to be contiguous with access to windows and natural light.

C. The requirements specified for the types of space described on the attached Exhibit A (Program Requirements), must be provided at Proposer’s expense, unless otherwise specified.

D. Proposer shall be responsible for providing, at its expense, all design intent drawings and construction drawings required for the project, including but not limited to architectural and engineering services and drawings. Upon completion of the remodeling, Proposer shall be responsible for providing, at its expense, as-built drawings in AutoCAD 2015, or earlier format.

V. GENERAL REQUIREMENTS

The following are general requirements pertaining to the facility. These requirements shall be used as base requirements for all spaces. Additional requirements for specific areas are specified in Exhibit A (Program Requirements). All requirements whether specified under “General Requirements or in Exhibit A (Program Requirements) shall be provided at Proposer’s expense unless otherwise specified.

A. FLOORING

1. Flooring materials shall emphasize the use of materials that are durable, non-toxic, low-VOC, and sustainable, containing high post-consumer recycled content and are recyclable.

2. Flooring Material Requirements

   a. Linoleum (LIN) and Rubber Base (RB): Newly installed linoleum flooring in designated areas shall use tiles or sheet with 1/10” gauge. The rubber wall base shall be 4” height with 1/8” gauge. Flooring shall be installed in a workmanlike manner in accordance with manufacturer’s approved installation instructions using the appropriate recommended 100% solvent-free adhesive. Heat welded is to be used as recommended by manufacturer. Must provide a 10% surplus of the various linoleum installed.

   b. Porcelain Tile: Newly installed tile flooring shall be USA manufactured with non-toxic substances or waste and consisting of 60% postindustrial and post-consumer recycled content. Tile flooring shall be installed in a workmanlike manner in accordance with manufacturer’s approved installation instructions, using the
appropriate environmentally friendly adhesive. Must provide a 10% surplus of the various tiles installed.

c. **Carpeting:** Must use commercial grade USA manufactured carpet tiles. Newly installed carpet tiles shall be 100% commercial grade nylon fiber 6 or 6.6 which is solution dyed with EPA approved antimicrobial protection and 100% recyclable to an equal or higher use. Carpet tiles shall be provided and cut by the die cut method only. Carpet material shall have a face weight of at least 20 oz. minimum with a 1/12 gauge, 9.0-10 stitches per inch, static resistant of 1.0 KVS, and a minimum denier of 6000. The backing material shall be PVC-free and recyclable. The carpet must have a minimum 10-year wear warranty. Carpeting must conform to Federal Occupation Safety and Health Regulations concerning fireproofing. Alternative, LEED-qualifying carpet materials may be used upon the State’s prior approval. Must provide a 10% surplus of the various carpet tiles installed.

d. Proposer must provide and maintain walk-off mats at all employee and public entrances to the Building.

**B. WALLS**

1. Except as set forth in Section V.B.2 below, walls shall be floor to finished ceiling and/or to rough ceiling where required by code, NC rating, through/over/under, of all walls shall be 45 min.

2. Due to privacy/confidentiality needs, installation of 5/8" gypsum board walls on metal studs and full height insulation with a minimum rating of STC 50.

**C. CEILINGS** Suspended grid systems with acoustical lay-in tiles. Tiles shall have a minimum of 60% recycled content and NRC rating of 0.70-.85.

**D. SIGNAGE** Proposer shall, at its expense, provide:

1. Building directory and suite identification

2. Monument sign identifying MDE with the design subject to the State’s approval

**E. PLUMBING**

1. Provide toilets for each gender as required by Code.
2. If multi-tenant building, the State’s customers must have easy access to restrooms, including all gender restrooms, from the shared space areas.

3. In order to reduce water consumption, Proposer should install faucet aerators, water sense fixtures and low-flow toilets in restrooms within the Leased Premises and the Building of which the Leased Premises is a part.

F. HEATING, VENTILATING AND AIR CONDITIONING

1. See Sections 15.4, 15.5 and 15.6 of the attached Exhibit C (State of Minnesota Lease). The Proposer must describe how it will comply with these Sections.

2. Equipment Room (Server Room)/Telecommunications Room – can be served by the Building HVAC system with a separate zone and control located within each specific room.

G. LIGHTING

1. Access to natural light is desired. Proposer must provide blinds for all windows, including any sidelights in offices and conference rooms. Color Selection and Type shall be determined by MHLB.

2. Proposer shall provide the Leased Premises with overhead lighting at 50 foot-candles power at desk level and 30 foot-candles power in hallways and corridors unless otherwise specified in Exhibit A (Program Requirements).

3. The use of LED lighting with dimmer switches in the Leased Premises is required.

4. Conference rooms and offices must have motion-sensor lighting.

H. CABINETRY, WALL AND SURFACE FINISHES Where applicable, use paint and finish systems that have low or no VOC’s, formaldehyde-free, and/or contain high- recycled content. Use of rebleded or remanufactured paints or finish systems with higher VOC’s is acceptable only if the possibility for contaminating adjacent materials is minimal. Exterior walls shall not have wall covering.

I. ELECTRICAL

1. Hard-walled offices: Unless otherwise noted, provide three (3) duplex receptacles for each private office of 120 usable square feet or less.
Provide four (4) duplex receptacles for each private office over 120 usable square feet.

2. Modular furniture workstations: Floor or wall direct whip connection, One (1) per every four (4) modular workstations. Provide a 5-conductor 20-amp 120/208-volt 3-circuit multi-wire connection (3 line conductors, 1 neutral, 1 ground) and a 3-conductor 20-amp 120-volt single-phase connection (1 line conductor, 1 neutral, 1 ground) to each section of office furniture. The same circuits may serve multiple sections of office furniture provided that no more than four workstations are served by a 20-amp 120-volt circuit.

J. DATA CONNECTIONS

1. Hard-walled offices: 2 jacks with 2 data ports each per office.
2. Modular furniture workstations: 1 jack with 2 data ports per workstation.
3. Office Communication design layout will be designed by the State of Minnesota IT Services (MN.IT).

K. TELECOMMUNICATIONS – CONNECTIVITY

1. Access to high speed data infrastructure, fiber-optics, AV installed wireless access points, CAT 6 network connectivity to all rooms.
2. See Section 13 of attached Exhibit C (State of Minnesota Lease).

L. UTILITIES

1. Proposer shall be responsible for the cost of heat, electricity, air conditioning, gas, sewer and water in the Leased Premises.
2. Monthly Reporting At the end of each month, without any request by the State, Proposer shall provide utility usage for the Leased Premises for any or all of the utilities (electricity, gas, sewer and water), during the timeframe and format as specified by the State.

M. TRASH REMOVAL AND RECYCLING

1. Trash Removal Proposer shall, at its expense, provide trash disposal services.
2. **Recycling Services**

   a. Pursuant to Minn. Stat. §16B.24, subd. 6(d), Proposer shall provide space for recyclable materials.

   b. Proposer shall, at its expense, provide recycling services, including, but not limited to, the following:

      i. Provide all recycling containers, either individual containers at each workstation/office and/or centralized containers throughout the Leased Premises;

      ii. Pursuant to Minn. Stat. §115A.151, subd. (a)(1), collect at least three recyclable materials, such as, but not limited to, paper, glass, plastic and metal; and

      iii. Empty the centralized recycling containers and return of the recycling containers to the Leased Premises.

   c. Organic Recycling is preferred.

3. **Monthly Reporting** Proposer shall provide solid waste, recycling, and composting disposal amounts on the Leased Premises during the timeframe and format specified by MHLB.

4. **Recycling of Non-Hazardous Construction and Demolition Waste**

   Landlord hereby agrees to recycle at least 50% of the non-hazardous construction and demolition waste produced by the remodeling of the Leased Premises or demonstrate that the waste was delivered to a construction and demolition waste recycling facility that maintains a 50% annual recycling rate.

N. **WATER DRINKING STATIONS** Proposer shall provide, at its expense, wall mounted filtered drinking stations with refillable jug-filler. Proposer shall also be responsible for regular filter replacement and maintenance and repairs of the water drinking stations.

O. **ACCESSIBILITY FOR PERSONS WITH DISABILITIES** See Section 15.21 of the attached Exhibit C (State of Minnesota Lease). The Building and Leased Premises must comply with this Section.

P. **SECURITY**

1. Security for the Building shall allow secure access for all employees. Proposer shall, at its expense, provide access to the Building and
Leased Premises by an automated key card entry system that controls and records access rights and activity. The automated key card entry system is subject to the State’s approval and shall include the following minimum features:

a. The automated key card entry system will be zoned to at least three (3) levels of security and allow for card access to all zoned areas. The zoned security areas shall be determined by MDE.

b. The automated key card entry system will allow for MDE’s access twenty-four hours per day, seven days per week.

2. On-site security services are preferred from 6:00 AM to 6:00 PM, Monday through Friday. The ability to provide extended security services during nights and weekends is preferred.

3. A centralized reception desk with security guard who will monitor surveillance cameras as described in Section V.P.4 below, manages signing in/signing out of visitors and if necessary, escorting visitors in or out of the Leased Premises is strongly preferred.

4. Surveillance cameras which monitor the common areas of the Building, the Building entrances/exits, parking lots and ramps is required.

5. A Building with an overall comprehensive security plan is required.

Q. JANITORIAL Landlord shall provide janitorial services to the Leased Premises and common areas of the Building in accordance with the janitorial schedule set forth on the attached Exhibit D, Janitorial Schedule and as outlined in Section 15.11K of Exhibit C (State of Minnesota Lease).

VI. LEASE PROVISIONS

A. LEASE The State of Minnesota Lease form, attached, as Exhibit C will be used. By Proposers response to this RFP, it agrees to use the attached lease form.

B. TERM Provide proposals, as follows:

(1) ten (10) year lease term.
(2) Provide for two (2) options to renew each for a period of five (5) years.

C. RENT Proposer's response to this "Lease Proposal Request" must include gross rental rate offered for each year of the initial ten (10) year lease term and
for each of the two (2) five (5) year option periods by utilizing the attached Exhibit E ("Proposed Gross Rental Rates" and "Proposed Gross Rental Rates Option Periods"). The rental rate must include all operating costs, including but not limited to, real estate taxes, insurance, recycling, tenant improvements, utilities, janitorial services (including lamp, ballasts and starter replacement for light fixtures), property management, landscaping, and snow removal. Available rent concessions shall be identified in Exhibit E.

D. SPACE MEASUREMENT

1. **Definition** The Leased Premises is defined as the total usable square feet exclusively occupied by the State and is the basis for calculation of rent payable hereunder.

2. **Measurement Method** Usable square feet is calculated by measurement from the inside finished surface of exterior walls to the inside finished surface of Building corridor and other permanent walls or to the center of walls demising the proposed Leased Premises from adjacent tenant space. Measurement is taken from the exterior wall glass line only if more than fifty percent (50%) of the wall is glass.

3. **Exclusions and Deductions** Excluded from the usable square feet measurement are:
   a. vertical shafts,
   b. elevators,
   c. stairwells,
   d. dock areas,
   e. mechanical, utility and janitor rooms,
   f. restrooms, corridors, lobbies and receiving areas accessible to the public or used in common with other tenants;
   g. each and every column and/or pilaster within the Leased Premises of four (4) square feet or more; and
   h. each and every column and/or pilaster attached to the exterior or demising wall within the Leased Premises space.

E. PARKING The preference is to have all parking adjacent to the Building. If there is a charge for parking, the Proposer must include the parking cost per stall per month, as applicable, for the Lease Term. Proposer must provide a diagram(s) indicating the location(s) of the parking requirements set forth below:

1. **Visitor:** minimum of fifty (50) visitor-parking stalls for the State’s exclusive use, at no cost to visitors or the State.
2. **Employee:** Preference may be given to locations that can accommodate five hundred (500) parking stalls for employees. In the event there is a fee for parking, employees shall contract directly with Proposer for the payment of parking fee.

3. **State Vehicles:** Minimum of fourteen (14) parking stalls for State Vehicles, at no additional cost to the State.

4. **Bicycles:** Landlord shall provide secure parking for bicycles.

5. **Two (2) Electrical Vehicle (EV) charging stations** for electric or hybrid vehicles at no additional cost for the installation of the charging stations or for the electrical services used.

VII. **SCHEDULE**

A. Issue Request for Proposal  
   **March 30, 2020**

B. Non-Binding Letter of Intent to Submit a Proposal Due  
   **April 30, 2020 at 2:30 p.m.**

C. Proposals Due to Department of Administration, Real Estate and Construction Services  
   **May 28, 2020**  
   **PROPOSALS WILL NOT BE ACCEPTED AFTER 2:30 p.m.**

VIII. **PROPOSAL PROVISIONS**

A. The State reserves the right to negotiate with multiple parties at the same time. The State may, in its sole discretion, continue this process with Proposers until an agreement acceptable to the State is reached.

B. The proposal must include color-coded block plans delineating adjacencies and square footage for each division/unit as set forth in *Exhibit A (Program Requirements)*.

C. Proposer must provide a schedule for construction/remodeling for an occupancy date of no later than **August 25, 2021**.

D. **NON-BINDING LETTER OF INTENT TO SUBMIT A PROPOSAL**  
   To be eligible to submit a proposal, interested persons or firms must send a “Non-Binding Letter of Intent to Submit a Proposal” no later than **2:30 p.m. on April 30, 2020** by email to Nora.Ladd@state.mn.us. Only those persons or firms submitting this letter will be eligible to submit a proposal, receive changes
regarding the proposal or receive responses to questions about this proposal. The “Non-Binding Letter of Intent to Submit a Proposal” must include (1) a subject line of “Request for Proposal for Minnesota Department of Education, (2) a statement that potential Proposer intends to submit a proposal, and (3) a contact person, phone number, and email address.

E. **QUESTIONS** In the interest of consistency of response to questions that arise in the development of your proposal, please direct all questions in writing by e-mail to mary.waldrop@state.mn.us. Questions may be submitted up to **4:00 p.m. on April 30, 2020**. Answers obtained through questions posed by some other means or to some other individual or entity must not be relied upon by you and will not be considered in evaluating your proposal.

F. **RESPONSES TO QUESTIONS** Responses to questions will be sent via email only to those who have submitted a “Non-Binding Letter of Intent to Submit a Proposal” by the **April 30, 2020** deadline.

G. Proposer must provide evidence of site-control for the location(s) being proposed and will submit authorized representation by the owner of said proposed site(s).

H. Proposals submitted to the Department of Administration, Real Estate and Construction Services must be valid through **December 31, 2020**.

I. The State of Minnesota reserves the right to reject any and all offers and proposals received.

J. The State of Minnesota reserves the right to withdraw or cancel this Request for Proposal at any time without prior notice and the State makes no representations that any contract will be awarded to any Proposer(s) responding to this Request for Proposal.

K. Proposer may be asked to present their proposal to a review committee and/or provide a tour of the proposed location(s).

L. The State of Minnesota reserves the right to seek clarification of information submitted in response to this Request for Proposal.

M. The proposal must be signed by an individual authorized to bind the Proposer and shall contain a statement of the name, title, address and telephone number of an individual with authority to negotiate and contractually bind the company. The State’s representative may contact this individual during the period of the proposal evaluation.
N. This Request for Proposal does not commit the State to enter into a lease or to pay any costs incurred in the preparation or submission of a proposal to this request and any costs incurred during the negotiation with the State on any matter related to this proposal. The State reserves the right to accept or reject any or all proposals or parts thereof received as a result of this request.

O. Any material misrepresentations made by the Proposer(s) will void the proposal response and eliminate the Proposer(s) from further consideration.

P. The State of Minnesota reserves the right to modify the Request for Proposal as it deems necessary.

Q. **CONFLICT OF INTEREST** Proposer covenants that it presently has no interest and shall not acquire any interest, direct, or indirect, which would conflict in any manner or degree with the performance of its services hereunder.

R. Six (6) copies of the completed proposal must be submitted no later than 2:30 p.m. on May 28, 2020 to:

DEPARTMENT OF ADMINISTRATION  
REAL ESTATE AND CONSTRUCTION SERVICES  
50 SHERBURNE AVENUE, ROOM 309  
ST. PAUL, MINNESOTA 55155

**E-MAIL RESPONSES WILL NOT BE ACCEPTED.**

IX. **CONTENT OF PROPOSAL (PASS/FAIL REQUIREMENTS)**

The Proposal must contain the following documents:

A. Specific response defining compliance with each item set forth in Sections III through VIII of this Request for Proposal (except for the Rent proposal which shall be submitted separately as described in Section IX.B below) in a separately sealed envelope with the name of the proposer and notation “Response to Space Requirements for Minnesota Department of Education” noted on the envelope.

B. The Rent proposal as requested in Section VI.C, page 13, on the attached Exhibit E (“Proposed Gross Rental Rates” and “Proposed Gross Rental Rates Option Periods”) shall be submitted in a separately sealed envelope with the name of the proposer and notation “Rent Proposal” noted on the envelope.
X. EVALUATION OF PROPOSALS

A. The proposals will be evaluated on a 100 points scale. Each proposal will be judged and scored based upon the indicated available points by the evaluation team established by the State. The scoring is for purposes of ranking the proposals. The award of the solicitation will be negotiated. The State reserves the right to negotiate with multiple parties at the same time. The final award decision will be made by the Commissioner of the State of Minnesota, Department of Administration or the Commissioner’s designee. The Commissioner or the Commissioner’s designee may accept or reject the recommendation of the evaluation team.

B. Pursuant to Minn. Stat. §13.591, Sec. b, Data submitted by a business to a government entity in response to a request for proposal is private or nonpublic until the responses are opened. Once the responses are opened, the name of the Proposer is read and becomes public. All other data in a Proposer’s response to a request for proposal are private or nonpublic data until completion of the evaluation process. Completion of the evaluation process means that the government entity has completed negotiating the contract with the selected Proposer.

C. The State will advise proposers when they are no longer under consideration for the award of the solicitation.

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<thead>
<tr>
<th>PASS/FAIL CRITERIA</th>
<th>MAXIMUM POINTS</th>
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<tbody>
<tr>
<td>1. Submitted non-binding letter of intent to submit proposal.</td>
<td>Pass/Fail</td>
</tr>
<tr>
<td>2. The Proposal must be submitted on time and at the location indicated herein</td>
<td>Pass/Fail</td>
</tr>
<tr>
<td>3. Proposal separated into 2 envelopes. Six (6) copies of required documents in each envelope, as follows:</td>
<td>Pass/Fail</td>
</tr>
<tr>
<td>a. Envelope 1: Proposer’s response to Request for Proposal (This should include required documentation as set forth in this RFP).</td>
<td></td>
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<tr>
<td>b. Envelope 2: Rent Proposal utilizing Exhibit E, (“Proposed Gross Rent Rates and Proposed Gross Rental Rates Option Periods”.)</td>
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4. Within location parameters – See *Exhibit B (Site Location Requirements)* and Section III.  

5. Site and Building Access consistent with ADA standards.  

**CRITERIA POINTS (EXAMPLE ONLY)**

<table>
<thead>
<tr>
<th>Location</th>
<th>POINTS</th>
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<tbody>
<tr>
<td>Within proximity and access to public transportation (4 points)</td>
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<tr>
<td>Near freeway/highway access for vehicle drivers (4 points)</td>
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<tr>
<td>Ample, convenient, and well-lit parking in proximity for employees, and customers. (4 points)</td>
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<td>Local amenities within walking distance restaurants, convenience stores, fitness facilities and parks (3 points)</td>
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<tr>
<td>Easy to find with visible signage, Building directories and suite identification (2 point)</td>
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<tr>
<td>Site and Building compliance with ADA (3 points)</td>
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<table>
<thead>
<tr>
<th>Space</th>
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<tbody>
<tr>
<td>Contiguous square footage on each level. Accessible, flexible organized and efficient workspace and design which promotes movement and collaboration. (7 points)</td>
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<tr>
<td>Meets the general Building requirements for flooring, walls, ceilings, plumbing, heating, ventilation and air conditioning (HVAC), lighting, electrical, cabinetry, wall and surface finishes, trash removal, recycling, utilities, and janitorial as identified in the Request for Proposal (7 points)</td>
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<td>Sense of internal and external safety and security which includes on-site property management, security and escort services, surveillance cameras for external and internal areas, security zoning, and automated key card access for entry into Building and suite (7 points)</td>
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<td>Functional, quality conference rooms and common spaces, Including a secure health/privacy room and multipurpose wellness room(s) (5 points)</td>
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<td>Expansion potential for future growth and change or additional State agencies. (3 points)</td>
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<tr>
<td>Access to windows, natural light and green space (3 points)</td>
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<tr>
<td>Building amenities such as food service cafeteria, fitness center, tenant lounge, vending machines, etc.) (3 points)</td>
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<tr>
<td><strong>Data Access</strong></td>
<td>5</td>
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<tr>
<td>Access to high speed data infrastructure - fiber (3 points)</td>
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<td>Cell phone coverage (2 points)</td>
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<td><strong>Sustainability</strong></td>
<td>5</td>
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<tr>
<td>Facility and its amenities, appliances, and materials are energy efficient and complies with the Sustainability provisions of the Lease Agreement (3 points)</td>
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<tr>
<td>Facility has the ability to comply with organics recycling (2 points)</td>
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<tr>
<td><strong>Cost</strong></td>
<td>35</td>
</tr>
<tr>
<td>Highest rental rate per square foot = lowest points</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL (EXAMPLE ONLY)</strong></td>
<td>100</td>
</tr>
</tbody>
</table>