



STATE OF TENNESSEE
DEPARTMENT OF GENERAL SERVICES

REQUEST FOR PROPOSALS # 15-02-903
AMENDMENT # THREE
FOR OFFICE SPACE IN WASHINGTON COUNTY,
TENNESSEE

DATE: **January 4, 2016**

RFP # **15-02-903** 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"		December 11, 2015	CONFIRMED
8. Proposal Deadline and Opening	4:00 p.m. Central Time	January 22, 2016	CONFIRMED
9. State Completion of Proposal Evaluations		February 25, 2016	CONFIRMED
10. State Notice of Intent to Award Issued / Finalization of Lease Agreement and RFP Files Opened for Public Inspection		March 4, 2016	CONFIRMED

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. Revise RFP Attachment 5.2, Section C.18 as follows (revisions are highlighted in yellow):

C.18.	<p>Tenant’s preference is for the rental rate to be “full-service gross” with no pass through of operating expenses. However the Proposer will still need to identify the following line items listed below (if applicable):</p>			
	Item	Amount per RSF 2014 (actual)	Amount per RSF 2015 (actual)	Amount per RSF 2016 (estimate)
	Real Estate Taxes			
	Insurance			
	Utilities			
	Janitorial			
	Management Fee			
	Other OpEx			
	Total Operating Expenses (or CAM)			