

HACC, CENTRAL PENNSYLVANIA'S COMMUNITY COLLEGE
REQUEST FOR PROPOSAL
#09-33
Professional Commercial Real Estate Listing Services for Office
Subleasing
ADDENDUM #1
CLARIFICATIONS
FEBRUARY 25, 2009

1. Schedule Change:

After Proposal Opening **Thursday** February 26, 2009 at 10:30 a.m.

The evaluation committee will review all proposals and **will** seek interviews with the top candidates as referenced in *VII. Evaluation, Para A, 4c.*

March 5-6, 2009 (if necessary).

Board of Trustee Approval will follow after March 6, 2009

2. Clarification to *Proposal Submission Contents* Page 5 para.2,b:

Delete **Exhibit A**

3. Clarification to *VII. Evaluation, B. Evaluation Criteria, Page 12, Para. B1,*

Delete **Qualifications Questionnaire** – No Formal Qualifications Questionnaire is included nor required all references to such should be discarded.

Evaluations will be conducted on the criteria listed in *VI. Format for Proposal*

Same sentence change reference to 40 points to 30 Points

4. What is HACC's current base lease rate at Penn Center Three?

Answer: *This information will be given only to the Firm/Agents selected for interview.*

5. Is HACC's lease a gross lease or NNN?

Answer: *Gross Lease + Janitorial. There is a provision for some cost increases to be passed through.*

6. If NNN, what are these costs?

Answer: *Not a NNN Lease*

7. What is the term of HACC's lease?
Answer: *Ten (10) years from 1/1/2004.*
8. During the walk thru, it was acknowledged that the 2nd floor would be available first but the 3rd and 4th floors be available in June of 2010?
Answer: *Assume this is correct for purposes of the RFP.*
9. Are the utilities separated by floor? If not, how would HACC anticipate handling utilities per floor?
Answer: *Utilities are not sub-metered. They are included in the Lease rate.*
10. How much dedicated parking is available for each floor? Where will the parking be located? Any restrictions on parking?
Answer: *A total of 250 spaces are provided under the Lease for the 61,119 Sq. Ft. Parking would be designated on a percentage basis. Where will the parking be located? – Within close proximity to the property entrance. Any restrictions on parking? – Assume not.*
11. How will the security of the elevator be handled?
Answer: *Current card reader is not utilized but could be activated. A full floor tenant could have controlled access. Partial floor tenants would have access during normal business hours with the possibility of utilizing card access during off hours.*
12. What will be the minimum contiguous SF that HACC would be willing to sub-lease?
Answer: *Depends entirely upon the type of users and the particular floor area's ability to be subdivided.*