

Dearborn Heights Lottery #2010-0099 RFP
Questions & Answers
April 7, 2010

- Q. Can the storage area be located on the side of the space and not the back area**
- A. Yes
- Q. Is the existing construction allowed to remain if it is not Energy Star and LEED**
- A. Yes
- Q. Is a photo of the building sufficient or is a rendering required**
- A. Yes
- Q. If it is an existing building, can the roof slope be less than 1/4"**
- A. Yes
- Q. If the potential space has a functioning vestibule, will sliding doors be required**
- A. No
- Q. As it pertains to commissions, what is included in the calculation of total monthly rent, Is it only base rent**
- A. The commission agreement is attached to the RFP and shall be paid accordingly
- Q. Is a truck dock necessary, what alternatives would be acceptable**
- A. Truck dock is not necessary. Large door approximately 6 feet.
- Q. How can we access a floor plan so we can accurately quote build-out cost**
- A. Provide existing floor plan and it will be determined if this will work for their needs
- Q. Is this a sealed bid or will there be an opportunity for Landlord to adjust the proposal based on feedback from the State**
- A. This is a Request for Proposal and not a sealed bid. Refer to Section VI.5 of the RFP to see how a Best and Final Offer is handled.
- Q. Is the Lottery office located at 27315 W. Warren, Dearborn Heights, MI closing? If so, why**
- A. Yes. Maintenance problems and other items
- Q. Does the State prefer higher rent and lower lump sum cost or lower rent and increased lump sum cost**

Refer to Section II.1 of the RFP. Please propose a fixed, or flat, rental rate for a Gross Lease: including all expenses – utilities, taxes, insurance, janitorial services, maintenance, etc.

- Q. Are terms in the RFP, such as Landlord providing janitorial and paying utilities, open to negotiation**
- A. Refer to Section II.1 of the RFP and it is mentioned to provide cost for utilities and the State may elect to pay for these.
- Q. What will be the typical daily use of the lease space**
- A. Office space, administrative and claims
- Q. How many employees and average number of customers**
- A. 15 – 20 employees and anywhere from 40 – 300 customers depending on claims
- Q. What will be stored in the warehouse portion of the space**
- A. Office supplies and point of sale materials
- Q. Is it possible to get a generic Lottery layout from previous build-outs**
- A. Not at this time. You can refer to the SOM Minimum Building, Electrical, Architectural, and Mechanical Standards to get an idea of the specifications needed.
- Q. What is the exact need for a truck dock, can this be a portable scissor lift**
- A. Large door will work and approximately 6' or 7' by 6' or 7'
- Q. Do they need a moving budget**
- A. Refer to Section II.5 of the RFP, Concessions