

RFP 2010-003 Commercial Real Estate Brokerage and Advisory Services;

The following are responses to questions received on the RFP for Real Estate Brokerage and Advisory Services:

Q: Has any budgeting for this process been done yet?

A: Funds for this phase of the project have been budgeted.

Q: Have possible methods for financing been determined?

A: The scope of work includes developing a financial strategy.

Q: What is the expected level of investment in this project when considering ownership (through either purchase or build-to-suit)?

A: The outcome of this scope of work will provide market research on investment levels.

Q: How is your organization structured and what is the process for final approval of projects? Is there any involvement of County, State or Federal Governments?

A: The project is subject to final approval by each agency's governing board.

Q: Have you explored ways of reducing your footprint, such as hoteling?

A: Reducing Greenhouse gas emissions is one of the regional agencies primary goals and we will continuously strive to be a model for the state. However, the shared use of business space and resources, which is a way of reducing general energy usage and reducing vehicle miles traveled is an option that can be explored further explored.

Q: What is the expected timing for a move?

A: A definitive determination has not been made.

Q: How important is the idea of a co-location? Is The Air District "in for the long-haul" in terms of building consensus or are they just as likely to "go it alone".

A: The agencies are committed to the idea of co-location. The results of this scope of work will assist each agency in making a final commitment.

Q: Will completed Phase I Analysis be provided prior to submission of proposals?

A: This information will be provided to selected broker/firm.

Q: Will completed headcount growth and employee demographic information be provided prior to submission of proposals?

A: This information will be provided to selected broker/firm.

Q: Instructions point B2 states that "submittal of new proposal material at an interview will not be permitted". How strictly is this rule enforced? Are materials with similar facts but more in depth analysis allowed to be presented at the interview? For example, if we wished to give a market overview at an interview that consists of 30 PowerPoint slides, must those 30 slides be included in the proposal response?

A: Presentation slides are not required in the proposal submittal response. However, proposers may use slides or whatever means necessary to explain proposals, and this

material, provided it is consistent with the proposal, would not be considered a submittal of new proposal material.

Q: In regards to the Scope of Service section of the RFP, are you looking for preliminary reports or past work-product to give an idea of process and capabilities? Put another way, do you hoping to see a strategy or simply or methodology for such a project?

A: The RFP calls for an implementation strategy not a methodology for such a project.

Q: The RFP specifically mentions San Francisco and Oakland as possible relocation alternatives, with particular interest in being next to a transit station. Would you consider other location on transit lines? i.e. Peninsula, or East Bay cities with a BART station.

A: San Francisco and Oakland are the two possible location sites; the scope of work will include locations, also centered on or near mass transit.

Q: Can we get more specificity on the ownership of current properties (particularly the condo agreement in the Oakland property)?

A: Ownership details will be provided to the selected broker.

Q: What is the desired time period to sell existing facilities after move-out?

A: This has not been determined.

Q: How much work has already been done in terms of preparing to dispose of existing sites?

- Recent capital expenditures put into properties
- List of known deferred maintenance, if any,
- Environmental reports
- Etc.

A: The scope of work includes options for disposition of existing properties.

Q: In Section V, item A.1.h., the respondent is asked to "...provide a detailed analysis performed of all real estate analysis and results of efforts that occurred during the five (5) year period..." We believe that a detailed analysis of such real estate transactions and/or consulting work would be a very large volume of information.

A: The RFP is looking for information detailing a firms experience in handling a project as described in the scope of work and the outcome of work performed such transactions?

Q: Are you looking to all the prospective brokers responding to this RFP to come up with a schedule of items for completion by that date, so that you can make some comparisons amongst brokers about who has what listed on their schedule that can or should be targeted for completion by 9/1/10?

A: The scope of work in Section IV is expected to be completed by 9/1/10. The proposal should include a schedule for completing the work by this deadline.