

REQUEST FOR QUALIFICATIONS COUNTY OF FRESNO

Office of the Sheriff

Area 2 Substation

May 26, 2015

Submittal Due: June 26, 2015

Deadline: 2:00 pm

Submit To:

County of Fresno
Internal Services Department – Purchasing Division
4525 E. Hamilton
Fresno, CA 93702

**Mark Response Package as:
“Sealed Response – Sheriff’s Office
Area 2 Substation”**

I. OVERVIEW

General Provisions

The County of Fresno is issuing a Request for Qualifications (RFQ) to invite property owners and developers to respond and submit information regarding the potential lease/purchase of a facility to house the Sheriff's Area 2 substation and related occupancies. The intent of this Request is to allow the County to evaluate the general qualifications of both potential properties for the facility as well as the general qualifications of the owner(s)/developers(s).

The County will reserve the right to select qualified responders to include in the subsequent Request for Proposals (RFP). Further, the County will reserve the right to meet with selected qualified responders to discuss and clarify aspects of proposed properties, as it deems fit, to determine which, if any, of those properties provide the best value to the County. However, this does not relieve responders from complying with the requirements of this RFQ. An evaluation committee will identify whether a property best suits the County's needs and qualifies for inclusion in the subsequent RFP process.

The issuance of this RFQ does not constitute a commitment by the County to enter into any agreement with any responder; neither shall the County pay for any costs incurred by proposers in their preparation or submissions of responses to this RFQ. The County reserves the absolute right, in its discretion, to reject any and all submittals. Nothing in this RFQ shall be interpreted to obligate the County to proceed with the project.

This Request for Qualifications (RFQ) is the pre-qualification stage of the procurement process for a property/site for a Sheriff's Substation. Only those submitters/parties successfully responding to the RFQ and who meet the qualification criteria ***in the sole discretion of the County*** may be included in the subsequent Request for Proposals (RFP) solicitation process.

An electronic copy of this Request for Qualifications is available on the County's website at the URL: <https://www2.co.fresno.ca.us/0440/Bids/BidsHome.aspx>. Any Addendums will also be posted to that website as necessary.

Persons wishing to be notified of any posted addendums should submit a request to be included in distribution notifications to: Area2RFQ@co.fresno.ca.us.

Submittals must be delivered in a sealed container before the time and date on the cover of this RFQ. It is anticipated that the evaluation committee will require approximately one month to review submissions and include a submitter/party in the RFP solicitation process, which in the sole discretion of the County, provide the best value and/or opportunities for the County.

Summary of Potential Occupant Components

- A. **A Sheriff's substation for the Metropolitan area of Fresno County.** This facility will serve as the primary contact point for law enforcement related services for the citizens of the unincorporated areas of metropolitan Fresno County. It will house Patrol staff, both sworn and non-sworn, civilian support staff as well as Detectives for the area. It will also serve as the primary location for collateral units such as the Explorers and the Patrol Training Officer (PTO) Program. If a multistory facility is being offered, it should be located on the first floor.
- B. **A Sheriff's Office Dispatch and Communications Center.** This unit would dispatch city and county law enforcement services, including County Coroner services, and may serve as a regional alternate site. This area should be able to be isolated from the other components.
- C. **A Property and Evidence Storage building** of approximately 30,000 to 40,000 square feet and include space for evidence vehicles. This may be a separate building adjacent to and connected to the primary substation.
- D. **A vehicle service and repair facility** to include lifts and other affiliated vehicle maintenance equipment. This may be a separate building located on the complex grounds with a separate parking area.
- E. As a compliment to the complex, **a fueling station, with both gas and diesel fuels**, usable by all County Departments, will be adjacent to the vehicle service location but separate and apart by secured fencing/block lite wall. Accessibility for county employees will be via proximity reader or electronic key access. The site will be accessible via the Sheriff's substation secured parking area via proximity reader.
- F. **Potential for a radio communications tower, with equipment building.**
- G. **Secured and covered/enclosed storage for Sheriff's vehicles and equipment** used in various agency specialty unit assignments. This enclosed building will be setup to provide easy ingress/egress, with each stall wired to provide a trickle charging station. It should be located within the enclosed secured parking area of the facility.
- H. The property should be located in the southeastern portion of the Fresno/Clovis metropolitan area preferably within one-half mile of access to the freeway portions of Highways 180 and 168 in both directions of the respective highway lanes of travel. The area is generally bounded by Belmont, McCall, Butler and

Sunnyside.

- I. Other potential benefits would include:
 - a. Expandability for future growth of Sheriff's operations.
 - b. Energy efficiency including use of renewable, clean energy.
 - c. All facilities will be wired for video surveillance cameras and monitoring as well as alarms, fire suppression systems and backup emergency generators.

Potential Occupant Components Details

Details are provided to further inform potential responders of ideal conditions for the County's occupancy. In addition, selected details and conditions may be included as a basis for any needed tenant improvements. The County will determine which conditions or combination of conditions provides the best value for its use of the facility.

Sheriff's Office Substation Facility – 15,000 – 20,000 square feet

1. Sheriff's Office Substation Facility

The Sheriff's Office, Area 2 Substation is the central operations point for the deployment of personnel for the investigation of all manner of crimes committed within the metropolitan area of Fresno County. The Substation currently houses approximately 70 personnel

It is the primary training area for Deputies being trained in the Patrol Training Program including (15) Patrol Training Officers (PTO's) and (4) Patrol Training Sergeants.

This facility is the headquarters for the Sheriff's Office Explorer Post 459 which encompasses (24) Explorer Scouts, (7) Explorer Advisors and (2) Explorer Sergeants.

When fully staffed, the Area 2 Substation also has an Office Assistant and several Crime Prevention Community Service Officers (CSO's).

The Area 2 Substation is used as the primary gathering location for all major pre-planned events due to its central location in the county. As a result of its location, it is also regularly used to house and store most of the major vehicles and equipment needed for unplanned events and emergencies.

2. Exterior Details

Security, protection and defensibility of the facility while maintaining aesthetic attractiveness is important to the design of the exterior of the building. With this in mind, the front of the building will have vegetation and low solid retaining walls at the front which will provide a vehicle screening barrier. The exterior of the building shall have video cameras mounted on each corner of the building to provide complete coverage of

all sides of the building. These shall be monitored by the Dispatch Supervisors' console as well as the Area and Watch Commander's offices. The exterior of the building will also have lights that provide significant light saturation to enable a good view for the video cameras to provide a perimeter view from the building.

The front of the building should be covered to $\frac{1}{2}$ the height of the first floor with an earthen berm angled down and away from the building terminating no less than 15' from the wall it covers. This will provide significant blast protection from any type of vehicle assault. The berm should have a retaining wall to aid in preventing vehicle ingress through the walls and be covered with low maintenance and drought resistant vegetation and plantings.

Vehicle proof barriers on the sidewalk leading to the front entrance shall be designed to provide lighting for foot traffic at night and during low levels of lightness. The barriers shall be at a sufficient distance from the front of the building to the parking area. These can also be designed as concrete smoking and trash receptacles.

a. Public Parking

Public parking at the facility should be designed to prevent vehicular ingress into the front of the building through high curved curbs which prevent acceleration, momentum and traction as well as the installation of vehicle proof barriers. There shall be only one entrance/exit point to this area with a one way route through the parking area leading back to the main roadway. Public parking should have no more than 25 parking spaces, including handicapped access.

The exterior front doors of the facility should be reinforced ballistic glass and ballistic rated stone or other materials (DOJ LVL IV minimum). The front doors should be able to be remotely locked in an emergency via the Dispatch Supervisor or Area or Watch Commander's desks.

b. Secured Parking Area

The secured parking area of the facility will be solely for sworn and non-sworn agency personnel. This area will be surrounded by a reinforced concrete-filled block-lite secure wall no less than 10' high and topped with outboard slanting rows of razor wire. It will be video monitored and contain adequate safety lighting.

Entrances to this walled section will be controlled by a solid, sliding, steel gate wide enough to allow at least two full sized vehicles to enter/exit side by side. There should be at least two entrance/exit points to this area and each should be accessed by a different driveway and should not use any part of the public access roadway.

Should the public and secure driveways or parking areas be routed next to each other, they will be separated by vehicle proof barriers to preclude vehicle incursion on to the secure access driveway from the public driveway.

All gates will be controlled by code card access points as well as video camera

monitored. There should be a remote gate control at the Dispatch Supervisor, Area and Watch Commanders desks. The gates should also be able to be manually closed in the event of a power outage.

The secured parking area will be paved with marked spaces for no less than 200 passenger vehicles, trucks and SUV's. The parking area will be covered with structures no less than 15' in height and be covered with solar panels which will be used to supplement the buildings electrical use. Every parking stall will have access to a waterproofed electrical outlet on a retractable reel suitable for constant vehicle and equipment charging.

3. Interior Details

Interior spaces of the building may be required to house operations and support for up to 200 persons including employees and civilian visitors to the facility.

Every effort to use natural light sources and/or indirect lighting sources will be used. The facility should employ as many sources of energy efficiency and "green" design as possible to minimize energy costs including the use of motion sensor lighting.

The flooring of the majority of the facility (high traffic areas) will be constructed with a durable, low maintenance surface (e.g. polished concrete). Offices, briefing/conference rooms will have a durable carpet.

All doors leading into and out of the facility will have proximity card access controls with a physical key backup along with peepholes. All office and conference room doors shall have a rectangular viewing window installed.

All open spaced offices and conference/briefing rooms will require floor accessible power and data access suitable for the expected use of the area. Unless otherwise noted, all offices shall have keyed access.

a. Public Waiting Area

The public entrance to this facility should be at the front of the building with bullet resistant glass and ballistic rated walls separating the public area from the secured area throughout the rest of the building. Access to the secured area of the building will be controlled through proximity card readers and remote locks, operated from within the secured area, as well as from the Dispatch Supervisor or Area or Watch Commander's desks.

The public waiting area shall be audio and video monitored with a video camera positioned to record each visitor accessing the facility. The doors to the facility shall be automatic sliders activated by motion sensors. The public waiting area should include both male and female single use toilets, and a water fountain. These doors should be on timers to automatically lock after business hours to prevent people from staying in them overnight.

b. Public Community Room

Accessible in the public waiting area will be a multipurpose room/community room with a maximum occupancy of 60 persons. This room will have a separate storage room; approximately size TBD, to house all of the tables and chairs for this room. It will also house a single unisex bathroom, storage room and electrical for a microwave, refrigerator, coffee maker and other necessities. This room may be equipped for multi-media. equipped including: whiteboards, electronic drop down projector screens, a projector, a multi-media podium, flat screens with cable access, as well as electric and data plug ins along the wall and in the floor. This area will also be remotely lockable/unlockable from within the secured area as well as having a keyed backup.

c. Armory – minimum 400 square feet

Armory located in an interior portion of the secured area with no external walls. The walls constructed with a minimum of 8 inches of concrete filled block and reinforced with a minimum of #4 at 9 inches on center in each direction. Reinforcement in each face and staggered to form a grid approximately 4 ½ inch square.

The doors to be industrial grade with a minimum 14-gauge skin plate thickness, internally reinforced with continuous steel stiffeners spaced 6 inches on center. Access will be controlled by proximity card reader. Humidity control will be required to comply with Federal/State munition storage laws.

d. Commander's Offices - 3

Commander's Office shall consist of a single occupant workstation, desk, and conference table for 6-8 people. A secretary office with a single occupant workstation, desk and storage for miscellaneous office supplies, space for a high volume printer/copier/fax machine, bookcase and filing cabinets for document storage would be attached and/or adjacent to each Management Office.

A waiting area large enough for between 10-12 people shall be situated and shared between the three commander's offices.

e. Patrol Sargent Offices

A single room with 10 cubicles with a workstation, desk space and individual lockable storage in each cubicle. Space for additional seating to accommodate private employee meetings.

f. Patrol Training Sergeant Office

A single room with 6 cubicles with a workstation, desk space and individual lockable storage in each cubicle. Space for additional seating to accommodate private employee meetings.

g. Patrol Training Deputy Office

A single room with 8 cubicles with a workstation, desk space and individual lockable storage in each cubicle. Room will also have a large lockable storage closet or cabinet(s) to house training binders. Space for additional seating to accommodate

private employee meetings.

h. Report Writing Area

Area will be open space with 20 computer workstations with a minimum of (3) printer stations with storage for a minimum of (10) cases of paper, shredder, and (2) shred bins, space for mailboxes for personnel assigned to the area and an space dedicated and divided for reports.

i. Briefing Room

Room shall be open space with tables and chairs to seat a minimum of 30 people. A ceiling mounted projector wired for sound, drop down screen, whiteboards, and flat panel monitors mounted on the walls. A multi-media podium wired for computer presentations. Room to be wired and capable of being equipped for multi-media.

j. Locker Rooms

Male and female locker rooms having components with the ratio of each based on a roughly 60-40 male to female mix: showers, toilets, urinals, and lockers. The lockers shall have a uniform storage area, (2) shelves and electrical outlets to charge required equipment, boot/shoe/gear bag storage area below the uniform storage area. The locker shall include a ventilation/mold reduction system to aid in the removal of moisture and smell from the lockers.

k. Patrol Detective Sergeant Office

Office space will be lockable and accessed directly from the Patrol Detective office area. Space for a single occupant workstation, desk, file cabinet, bookcase and locker, small conference table for a minimum 4-6 people. A window to view the Patrol Detective Office area. Located in the immediate vicinity of the Patrol Detectives Office area and the Detective conference room

l. Patrol Detectives Office

Open area to house 10 personnel with a cubicle for each person. Each cubicle to contain a desk, computer workstation, lockable storage area to hang uniforms or personal equipment, and a lockable filing cabinet.

m. Detectives Conference Room

Area to have a conference room adjacent to this open area large enough for 20 persons and capable for being equipped for multi-media with a ceiling mounted projector, drop down screen and wired for sound.

n. Detective Equipment Storage Area

Area of 200 square feet of usable floor space to house Detective equipment. Cabinets and counters with data and electrical access in room. Access by proximity card with a key backup.

o. Substation Conference Room

Space in secured area of the building and capable of seating 100 people in one room

and have ability- by the use of a moving wall or extending solid curtain- of being split into two separate spaces. Each space to have their own entrance/exit and will be set up identically with multi-media presentation ready wiring and equipment, storage cabinets and counters on each side of the room.

Room to have an adjacent storage room to store all of the tables and chairs, and servers needed to run the multi-media for each room.

Restrooms will be positioned outside this room to serve both rooms if split. Restrooms should have no less than (5) stalls/urinals for each gender.

4. Reserve Water Supply

The facility will be fed from existing municipal services (well/public) and have a minimum of 5,000 gallons of exterior storage. Water storage tank(s) to automatically become a gravity-fed only system in the event of a power failure. The building's drinking water supply will filter through an appropriately sized reverse osmosis filtration system. This system will be housed within the secured area of the building and not be accessible by the public or unauthorized personnel.

Sheriff's Office Dispatch Center – 12,000 – 15,000 square feet

The Dispatch Center should be able to be isolated from the balance of the operations. The area to have as much natural light via various sizes of windows and sky lighting as possible. Large windows should be positioned away from the regular flow of vehicle or foot traffic to limit the possibility of projectile encroachment. Smaller windows positioned high up on the exterior walls may face the regular flow of vehicle and foot traffic.

This component should have the following elements in its construction:

1. Main Dispatch Area

Area to house all primary dispatch operations with space needed for twenty (20) dispatch work stations. Work stations are approximately 7'X7' and require separate electrical, VOIP phone, and data network connections. Each station will have its own climate control systems, which include heat and air conditioning.

Work stations in a pod configuration which will contain six (6) to eight (8) work stations. Each station will be equipped with no less than two (2) computers, four (4) flat screen monitors, and a multi-line VOIP phone set.

Main Dispatch Area to maximize natural light provided by windows, skylights, etc. Room to have adjustable and suspended lighting, which should be segmented and adjustable (dimming/brightness).

Additional considerations:

- Capability for several large flat screen monitors on at least three of the four walls of the Main Dispatch Center. Monitors mounted directly to the walls with electrical and computer connections pre-wired into the wall.
- Two utility/supply closets

a. Watch Commanders' Offices (2)

Offices considered as a typical manager's office with all of the appropriate electrical, VOIP phone, and data connections. Offices for day-shift and night-shift. Offices to have a direct view into the Main Dispatch Area.

b. Communications Commander's Office

Office a typical manager's office with appropriate electrical, VOIP phone, and data connections. The Communications Commander's Office should be slightly larger to allow for a small conference table (8 Person). Office to have a direct view into the Main Dispatch Area.

c. Department Operations Center Room

Room should be the second largest room in the Communications Center. Space for 10 to 12 computer workstations. Workstations equipped with at least two (2) computers, two (2) to four (4) flat screen monitors, and a multi-line VOIP phone system. Work stations will be configured along the walls of the room with a large conference table (12-16 seats) in the center of the room. The room will have at least two (2) large flat screen monitors on mounted on each wall along with large dry-erase boards and provisions for ceiling mounted projectors.

Additional Considerations:

- a. Restrooms/Locker Room
- b. One (1) janitor's closet
- c. Full Kitchen with Dining Area. Kitchen should be equipped with refrigerator, range, microwave oven, dishwasher, a full sink and adequate counter space. Size should be commensurate with staffing loads.
- d. Rest Area Room - Room adjacent to the Main Dispatch Center.

2. Sheriff's Office Property and Evidence Storage

- a. Interior Storage Area
 - i. Minimum 40,000 sq ft
 - ii. At least 40 feet high for warehouse type shelving/storage
 - iii. Connected and attached to primary substation
 - iv. Will house:

1. Perishable Evidence
2. Non-perishable evidence
3. Securable items:
 - a. Armory (gun storage)
 - b. Safe (drug and money storage)
- v. Loading dock
- vi. Large roll up door
- vii. Computer work stations on each side of area
- viii. Equipped to use barcode reader
- ix. Walk in freezer (min. 500 sq. ft)
- x. Connected to backup power source
- b. Interior block lite rooms within the warehouse to house the two areas listed below.
 - i. Armory
 1. Minimum 1,000 sq ft.
 2. Computer work station with bar code reader
 3. Shelving for storage of long guns and handguns
 - a. Long guns shelving (3' deep by 5' long by 7' tall)
 - b. Handgun shelving (1' deep by 5' long by 7' tall)
 - ii. Drugs
 1. Minimum of 1,000 sq. ft.
 2. Computer work station with bar code reader
 3. Would need to ventilated
 4. Shelving for the storage of boxes and evidence bags.
 - iii. Separate steel reinforced doors
 - iv. Separate alarms from substation.
- c. Exterior Storage Area
 - i. For bicycle storage (200 minimum bicycles)
 - ii. Hanging rack
- d. Packaging/Booking Area (for Deputies)-not alarmed
 - i. Allow for all Deputies to package and book evidence
 - ii. Packaging Area
 1. (4) work stations
 2. Packaging area
 3. Computer with printer
 - iii. Booking Area
 1. Non-perishable evidence
 - a. One way bank of evidence lockers
 - b. Emptied by Prop. Techs' via secured rear door
 2. Large/bulky item areas
 - a. Parking area for drop off of large/bulky items.
 - b. Accessible from outside building.
 - c. For bikes, shopping carts or other large items.
 3. Perishable Evidence
 - a. Large refrigerator/freezer with individual compartments

- iv. Behind booking Area
 - 1. Property Tech office/work space with access to main storage area and vehicle processing area.
 - 2. Large table near rear of evidence lockers to process and handle all incoming evidence.
 - 3. Four or more computer/desk work stations for 4 techs
- e. Vehicle Processing Area (not alarmed)
 - i. Once processed, cars could be moved to storage area
 - ii. Size needs/details
 - 1. (1) RV size stall (both height and width)
 - 2. Lighting
 - a. Perimeter
 - b. Drop lights on reels
 - 3. Venting
 - 4. Work benches around perimeter of room
 - 5. Concrete floor
 - 6. Extra electrical outlets around perimeter of room
 - 7. Computer station with printer
 - 8. Car dollies (3) sets
- f. Homicide vehicle Storage
 - i. (50) spaces for covered storage of vehicles related to homicides only

3. **Fleet Maintenance**

A. Office

- a. Sergeant's office
- b. Office staff
- c. Kitchen/break room
- d. Locker room/bathroom
- e. Gun safe
- f. Area to secure extra sets of keys.
- g. Locked box to pick up keys for ready vehicles
 - i. Access for Deputies

B. Shop area

- a. Climate controlled environment (heat/cool)
- b. Solid roll up doors enabling driving through on both sides of building
- c. Concrete pad
- d. Restroom in shop area
- e. Computer stations
- f. Phones at each bay station
- g. (6) bays min 15'w x 30' long x 20' high
 - i. (4) w/lifts (for trucks/SUV's)
 - ii. (2) without
- h. Work tables with grinders & vises between each bay
- i. Drive through wash bay/carwash (not included in 6 bays above)
 - 1. Cars, trucks, SUV's and RV's

- 2. 24 hour accessible
- j. Parts room
 - i. Min 15'x30'x20'
 - ii. Tires on one side-parts on the other
- k. Room for:
 - i. Oil drains (bulk oil in 55 gal. drums)
 - ii. Air compressor
 - iii. Hoses, reels
 - 1. drop lights
 - 2. air
 - 3. water
 - 4. transmission fluid
 - 5. oil
 - iv. A/C recycling machine
 - v. (2) tire machines
 - vi. (2) balancers
 - vii. (1) braille lathe
 - viii. (2) battery chargers
 - ix. (3) floor jacks
 - x. Jack stands
 - xi. (1) part washer
 - xii. (2) scan tools
 - xiii. Safety eye-wash station
- C. Parking needs
 - a. Staff (all covered near office)
 - i. (12) stalls
 - b. Ready Line - (25) stalls
 - c. Service Line - (25) stalls
 - d. Shop parking
 - i. (10) trip cars
 - ii. (10) loaner cars
 - iii. (25) New cars pending equip
 - iv. (25) Cars pending parts

4. Fuel Station

County fueling site and dumping station for the Sheriff's RV vehicles, adjacent to, but separate from, the substation complex. Location surrounded by a 6' chain link fence with outboard slanting rows of razor wire. Video monitored with adequate safety lighting.

Location large enough to allow full size tanker/trailer fuel truck easy maneuverability to enter, fill fuel tanks and exit area without difficulty.

Fueling station to have a single, above ground, minimum 10,000 gallons tank, divided tank where both diesel and gasoline would be stored. This would be a two pump facility enabling two vehicles to fuel at a time.

Fuel system capability to pipe fuel to all of the backup generators for the complex as well as the fire suppression system for the facility.

Fuel tank site to be surrounded on all sides by concrete bollards.

Fueling areas covered by a large canopy protecting employees from the elements.

A separate access gate for County employees and controlled with the EJ Ward Key Fueling System or its equivalent. System to communicate with the Fleet Fuel Management system through the County network. This should be routed through a minimum 4" conduit.

Location to supply air and water capabilities and be video monitored.

5. Communications Tower

Tower and communication equipment space. Will be of sufficient size to be shared with other telecommunications providers.

Buildings and access points shall have video surveillance capabilities as well as perimeter lighting.

A. Tower

- a. 8 feet chain link with razor wire top
- b. Height 140 feet

B. Minimum 4 inch Conduit to:

- a. Gate
- b. Cameras
- c. Building
- d. Fuel station

C. Building

- a. Climate controlled (air conditioned)
- b. 12 feet x14 feet
- c. Generator (backup)
 - i. Min 50kw
- d. (2) 30 amp 220 circuits
- e. 200 amp panel
- f. (6) 110 outlets with isolated grounds
- g. External ground system for building for racks

D. Microwave Radio

E. (2) transmitters and receivers

F. (24) 2 volt batteries

- a. 48 DC volt plant with charger

6. Sheriff's Specialty Unit Assignment Vehicle Storage

- a. 50 covered parking stalls for a range of vehicle sizes
- b. 14 enclosed parking stalls for a range of vehicle sizes
- c. Capability to continuously charge equipment

Submission Requirements

Please provide the following information for each submitted property. If more than one property is being submitted, please use one sheet(s) for each property. Please submit the information in the numbered format below. Please provide 5 copies for each property.

1. Property Address
2. Assessor's Parcel Number
3. Ownership – if ownership is held other than as individual(s), please include the names of individuals with a greater than 10% ownership interest
4. A brief history of the ownership/development team's experience with similar projects/holdings
5. Zoning – as currently zoned and with any currently entitled exceptions (Conditional Use Permits, Director's Review and Approval, etc.)
6. Property size and dimensions (include parcel map)
7. Building(s) size (if the property includes a building(s)), dimensions and configuration (include floor plans at a schematic level); number of current and potential parking spaces
8. Provide a brief description of the structure construction and mechanical systems
9. General lease/purchase terms: The information requested below outlines the general broad scope of the arrangement being sought. It is being provided as general information to responders.
 - a. An initial multi-year lease term (no less than 5 years with options for extending)
 - b. An option to purchase the property (including buildings and improvements)
10. Requested information from responders: The general information requested below is expected to be fair estimates provided by responders.
 - a. Projected initial range of monthly rental costs broken down by office, warehouse and other space:
 - i. Base rent (without utilities and janitorial)
 - ii. Estimated janitorial and utility costs
 - iii. Any costs to the tenant not included above
 - b. Estimated tenant improvement allowance, if any, included in the base rent (per square foot)
 - c. Anticipated time from negotiation of lease/purchase to County occupancy, including securing any and all necessary approvals and permits from applicable agencies.