

**UNIVERSITY OF CONNECTICUT
REQUEST FOR EXPRESSIONS OF INTEREST
TO PROVIDE LEASED OFFICE SPACE WITHIN A 10 MILE RADIUS
FROM THE UCONN CAMPUS IN STORRS CT**

Responses due by 4:00 p.m. on Tuesday, May 3, 2016

Introduction

The University of Connecticut ("University") is seeking Class B or better Office Space with occupancy beginning on or about August 1, 2016. By this Request for Expressions of Interest (this "Request" or "RFEI"), the University requests responses ("Responses") from parties ("Respondents") who will be considered to provide leasable space as described below.

Prospective Respondents who wish to be informed when answers to questions, supplemental information, or amendments are posted pursuant to Section 6.3 should so notify the University by sending an email to Robert Corbett, Director of Regional Projects and Development, at Robert.Corbett@uconn.edu.

Responses can be made to any or all of the three categories of Space (Type I, Type II or Type III) depending on the size of the rentable area. The University will review each Response under the process described in Section 4 to determine whether each such Response meets the Project Requirements (as defined in Section 2) and the Qualification and Evaluation Criteria (as defined in Section 3). Responses that the University includes, in its sole discretion, on the shortlist described in Section 4.1 may, subject to Section 6.4, be invited to participate in the next step of the University's selection process as described in Section 4.

1.0 Location

The University will consider responses that provide Class B or better office space ("Space") located within a 10 mile radius from the UConn campus center located at 2010 Hillside Road, Storrs, CT 06268. Locations that are transit oriented and are connected to the University by public transportation are preferred.

2.0 Project Requirements

2.1 A Response must contain a sufficient level of detail and documentation which includes at a minimum:

- Address;
- site plan;
- building floor plans to scale with areas, dimensions or graphic scale;
- a plan (or denotation on the building floor plan) that delineates the exact location of the Space within the building;
- Identification of any existing improvements within the Space;

- Rentable and net square footage of the Space;
- Lease term offer, which shall include at a minimum the annual cost per rentable square foot for each year of the Lease, the minimum length of Lease, parking including in the Lease, free rent period, Landlord work letter amount (if any) and options and terms for Lease renewal(s); and
- Date of availability of the Space.

2.2 Space Requirements

The University is seeking Spaces (the exact number to be determined by availability, affordability and location) containing between 8,000 and 25,000 contiguous rentable square feet. The University requires Space in each of the following categories (and the Respondent may submit separate Responses in multiple categories for any given property):

Space Type I: Responses in this category shall have between 4,000 and 10,000 rentable square feet.

Space Type II: Responses in this category shall have between 10,001 and 18,000 rentable square feet.

Space Type III: Responses in this category shall have between 18,001 and 25,000 rentable square feet.

2.3 Space Improvements

Respondent shall indicate whether the Space shall be accepted “as is” or whether the Landlord will provide improvements to meet the needs of the University by providing a “work letter” as part of its Response. Spaces may be “as is” or improved to include the following programmatic requirements:

- Large offices – 160 to 220 square feet each
- Standard offices – 110 to 120 square feet each
- Workstations – 60 to 80 square feet each
- Copy Rooms and Areas
- Kitchenette
- Shared Conference Rooms – 500 to 1,000 square foot each
- Reception Area
- Storage Areas
- Telecom Rooms

2.4 Accessibility

The Space, site and ground floor of the building must be fully accessible and conform to all requirements of the Code of Federal Regulations - ADA Standards for Accessible Design. The Respondent should show how the intent of accessibility codes are met for existing properties and outline any areas that cannot meet the full requirements of the ADA Standards. All existing or new improvements must meet the requirements of the

International Building Code and all other State and Local Building Codes for construction.

2.5 Parking

Parking is required as follows:

Space Type I: 15 to 35 spaces

Space Type II: 25 to 75 spaces

Space Type III: 50 to 100 spaces

The parking areas shall be designated and in paved areas. The cost of parking shall be included in the annual Lease cost and shall not be itemized or additional.

2.5 Technology

The space shall have connectivity to standard business internet service from public providers. Within the Space, Cat 6 data cabling shall be provided to each office, workstation and conference room. The availability of fiber optic connections to the Space is preferred.

2.7 Submissions

Responses to this RFEI shall be considered valid for a period of one year from submission, unless and until the Respondent contracts to lease the Space to another third party.

3.0 Qualification and Evaluation Criteria

3.1 Responses that do not meet the Project Requirements and/or are otherwise incomplete or unclear will be rejected.

3.2 The "Qualification and Evaluation Criteria" are the following:

3.2.1 Financial. Responses must provide a viable financial structure. Responses will be evaluated on the degree to which the obligations and commitments expected of the University, both monetary and non-monetary, are favorable to the University.

3.2.2 Proximity. Proximity to the existing Storrs Campus and to public transportation that serves the Storrs campus. The University will give preference to locations that are closer to the Storrs campus.

3.2.3 Parking. Responses must demonstrate that they can meet the parking requirements of the University. Responses will be evaluated on the degree to

which parking arrangements and terms are favorable to the University and/or its employees.

3.2.4 Schedule. Respondent must commit to a space availability date so that occupancy by the University can occur no later than August 1, 2016. The degree to which a Respondent can provide an earlier occupancy date will be favorably considered.

3.2.5 Space Configuration and Appropriateness to meet University Needs. Responses will be evaluated on the degree to which the Response meets the operational needs of the University, the configuration and efficiency of the Space, and its appropriateness for the programmatic need.

4.0 Process

4.1 The University will conduct the following general selection process for the project.

Step 1: Solicitation of general property information and availability through this RFEI. By this process, the University solicits Responses to this announcement.

Step 2: The University will evaluate the Responses and determine those that demonstrate, at the sole discretion of the University, compliance with the Project Requirements and will establish a shortlist from such Responses based on the Qualification and Evaluation Criteria.

Step 3: If necessary, the University will request more detailed information or clarifications from the shortlisted Responses. The University may notify one or more Respondents that they have not been selected to proceed to Step 4.

Step 4: The University may choose to enter negotiations with one or more Respondents.

The University may elect to hold joint informational meetings with any and all prospective Respondents at any time during the process. Such meetings may be mandatory or optional at the University's discretion. Respondents are strongly encouraged to attend optional meetings. All Respondents are responsible for and deemed to have knowledge of all information presented at optional meetings, even if not present.

In addition to any joint informational meetings, the University may hold one or more one-on-one meetings with one or more Respondents. The University will notify each selected Respondent in writing of the date, time and location, rules, requirements and protocols for such meetings and the names or positions of personnel that are to attend. The purpose of these meetings is for the University to obtain clarification or further