

**STATE OF WISCONSIN, DEPARTMENT OF ADMINISTRATION (DOA)
PROPOSER'S QUESTIONS AND DOA RESPONSES - RFP No. 455-013**

	RFP Section/ Appendix No.	Page No.	Request for Clarification and/or Question
Question #1	Appendix 6, Section II, Note 2	6	"Do Standards of GSA P-100 need to be followed in addition to the program items listed?"
Answer #1			No, the standards and specifications set forth in the RFP are the only design standards and performance criteria that must be followed with respect to the Tenant Improvements (subject to revision of those standards and specifications, and subject to requirements of law).
Question #2	N/A	N/A	"We show the following appendix items provided for submission. Will each page of each appendix need signed/initialed with the RFP submission?" [Answer #2(a)] <ul style="list-style-type: none"> • Appendix 1 – Program Requirements • Appendix 2 – General Room Requirements • Appendix 3 – Summarized Room Requirements • Appendix 4 – Exhibit AI / B • Appendix 7 – Link to Stat of WI lease (do they want comments on the lease included?) [Answer #2(c)] • Appendix 8 – Designation of Confidential information (if you have nothing confidential do you still have to include)? [Answer #2(d)]
Answer #2(a)			Materials to be submitted are outlined on page 6, Proposal Content. Proposals do not need to include a copy of the RFP or the appendices but should reference the RFP as necessary in order to note compliance with (and any deviation from) the requirements of the RFP. Signing and initialing each page of your proposal is not required.
Answer #2(b)			No, though DOA may request additional information in the course of reviewing and evaluating proposals.
Answer #2(c)			No, comments and negotiation on the lease form will be done under Part 6 of the Selection and Award Process (Part Six: Letter of Intent, page 5 of the RFP).
Answer #2(d)			No, the Designation of Confidential Information need only be completed if a proposer has information that they want to keep confidential.
Answer #2(b)			Are there any additional documents or standard state forms required for submission [Answer #2(b)]
Question #3	N/A	N/A	"Are there any state registrations for out of state proposers?"
Answer #3			No additional registration is required prior to proposal submission for out of state proposers.
Question #4	Appendix 7 Schedule I, Item 6	41	"Schedule I, #6 Do you have a number that is "sufficient number of keys for the building and suite entrance doors? We find three typical for each lock."
Answer #4			For this location we require a minimum of two (2) keys for each interior door and four (4) keys for each exterior door. Additional copies will be provided to DOJ at DOJ's request and at DOJ's cost (not to exceed the reasonable out-of-pocket cost to lessor).

Question #5	Appendix 7 Schedule II, Item 9	48-49	“Schedule II #9 - Please provide all data wiring, termination requirements, including sizes and specifications for data racks, switches, etc. [Answer #5(a)] Provide number of data locations for each workstation/office. [Answer #5(b)]”
Answer #5(a)			Unless otherwise specified in the RFP (including Appendix 3, Section E (page 19)), all requirements and specifications will be per ‘Communications Structured Cabling System Standards & Design Guidelines (rev. 11/07/16)’ (included in the RFP under Appendix 1, item 3(c)): https://doa.wi.gov/DFDM_Documents/MasterSpecs/Communications/Communications%20Guidelines.pdf
Answer #5(b)			For the number of data locations for each office/workstation, see Appendix 3, Sections C and D (pages 17-19) of the RFP
Question #6	Appendix 3	17	“Schedule II #12 b - Please provide [any] additional types of rooms [that] will require electronic access, [such as} storage, evidence control, conference rooms, breakrooms, corridors, etc.”
Answer #6			The following rooms/areas will require electronic/card access controls as specified in the RFP under Appendix 1, item 3(b)(v) and Schedule II, item 12(b): <ul style="list-style-type: none"> • All doors to the exterior of the Premises • Secure Case File and Equipment Storage (item 508) • All rooms containing computer, telecom, network, security or fire system panels. • Detention/Interview Suite • Evidence Storage Room (item 501) • Evidence Processing Room (item 502) • Vehicle Review/Processing (item 506) • Firearms Storage and Work Area (item 507) • On-Site secured Parking Area
Question #7	Appendix 3(A)(f)	17	“Will systems (or modular) furniture need to be provided by lessor?”
Answer #7			All systems and other furniture will be provided by DOJ unless otherwise explicitly stated in the RFP.
Question #8	Appendix 7, Section 8b of Sample Lease Form	39	“Would you entertain lease negotiation of language regarding Section 8 b - Covenants of the Lessee – of the Sample Lease? If tenant's negligence causes fire and leads to lessor policy coverage being denied, lessee would be responsible for damage to the Premises by fire caused by lessee's negligence.”
Answer #8			DOA will entertain reasonable modifications to the form language in the sample lease, to the extent permitted by law and agency policy.
Question #9	Appendix 7, Section 11 of Sample Lease form	39	“Please provide Wisconsin state code details: 704.07 Wis. States., (Lease section 11 Maintenance)”
Answer #9			Please see the statute at this link: https://docs.legis.wisconsin.gov/statutes/statutes/704/07
Question/ Clarification	Appendix 6, Note #2	36	This note erroneously refers to the inclusion of "furniture & installation costs" as part of Tenant Improvements. Furniture & installation is to be provided by DOJ.