

**Massachusetts School Building Authority  
Request for Proposals – MSBA Office Space  
Addendum No. 1: Questions and Answers  
2024-MSBA-OfficeSpace  
April 16, 2024**

1. **Question:** Regarding the current space at 40 Broad Street, has there been any due diligence done to see how realistic it may be to downsize on the current floor?

**Answer:** No.

2. **Question:** If remaining at 40 Broad Street is an option, and understanding smaller space than what is currently occupied is required, is there a preference to downsize on the current floor or move to another floor in the building into brand new space?

**Answer:** The MSBA will review the proposals in response to the Request for Proposals for Office Space (“RFP”) and then consider all options pursuant to criteria in the RFP and the best interests of the MSBA.

3. **Question:** Does a building have to have an underground parking garage to be considered?

**Answer:** The MSBA prefers an underground parking garage to meet its space needs for parking and accessible parking pursuant to Section 2 of the RFP.

4. **Question:** Have there been any issues with 40 Broad Street during the current tenancy?

**Answer:** No.

5. **Question:** If the decision is to stay at 40 Broad Street, will a new lease be required or is a lease amendment possible?

**Answer:** Both are an option.

6. **Question:** In the RFP response, can we redline the changes and additions to the Attachment C-2, Massachusetts School Building Authority Office Lease, or is there another format you prefer?

**Answer:** The Respondent shall use Attachment C-1 (Instructions for Preparation to respond to the Request for Proposals to Office Space) to respond to the RFP. Landlords should specify any exceptions to the office lease and make suggested counterproposal(s) with their response. The Respondent may redline its proposed edits to Attachment C-2 (Massachusetts School Building Authority Office Lease). The MSBA shall not be required to accept any exceptions or counterproposals to Attachment C-2. The MSBA

will work in good faith to negotiate a lease agreement that contains substantially the same terms included in Attachment C-2.

7. **Question:** Can we respond on the 10-year term only? Or do we need to respond to the 5-year option in addition to the 10-year?

**Answer:** You may respond to one option or both.

8. **Question:** What is the target lease commencement date? Is there flexibility in the date?

**Answer:** Our lease expires June 30, 2025. Preference is to be in sooner, if possible. No flexibility beyond that date.

9. **Question:** Does tenant need HVAC from 6:00 am-6:00 pm?

**Answer:** Yes.

END OF ADDENDUM NO. 1