



Addendum 01

## **RFP 25- 016**

### *Real Estate Broker Services Questions and Answers*

1. What is the total headcount of GoTriangle employees that office at the current GoTriangle building?

**Answer: Approximately 120 employees**

2. Are there any specialty spaces other than traditional office, work stations and conferences rooms you are current using and need to run the business?

**Answer: We may need warehouse space to house transit amenities such as shelters, benches, etc.**

3. Could you please provide color on the amount of space GoTriangle is currently occupying within the existing building?

**Answer: GoTriangle currently occupies the entire building.**

4. How much space do you estimate GoTriangle will require moving forward in terms of square footage whether they downsize in place or find new space elsewhere?

**Answer: GoTriangle does not intend to relocate its administrative offices before 2029. However, we are open to working with a broker who may be able to assist with portfolio management.**

5. Could you please provide the most recent survey of the property as well as detail on any existing easements, particularly pertaining to the neighboring building and property access?

**Answer: We do not have a survey for Emperor Boulevard and have not considered selling.**

6. What is the total annual operating costs to run and maintain the current building?

**Answer: We do not intend to list 4600 Emperor Boulevard at this time.**

7. If the decision is made to vacate the building and move to a new leased location, do you need tenant representation brokerage services to support that search?



**Answer: Tenant representation will likely be required for the relocation of GoTriangle's transit amenities if/when 324 West Lane Street is sold.**

8. Can you provide clarification on the number and type of assets GoTriangle currently manages?

**Answer: Portfolio information provided.**

9. What are your goals for each of the separate properties you currently own?

**Answer: Portfolio information provided.**

10. What is the top challenge you are facing today as it relates to aligning and executing your real estate strategy with the organization's business strategy?

**Answer: Market uncertainty.**

11. How will GoTriangle define success with the selected provider?

**Answer: Responsive, creative, and collaborative.**

12. Does GoTriangle have sustainability or ESG requirements?

**Answer:** NEPA required for federally funded projects. GoTriangle is an environmentally conscious agency; however, specific requirements will be evaluated on a case-by-case basis.

13. Can you provide the entire portfolio data? Including addresses, rents, lease expirations, square footage, asset types, leased vs owned. This allows us to price as competitively as possible.

**Answer: Portfolio information provided.**

14. Do you have any interest in learning more about our Lease Administration capabilities?

**Answer: Yes.**

