



## **REQUEST FOR PROPOSAL**

### **LYTTONSVILLE SITE – REPLACEMENT SITE AND SERVICE CENTER**

*Issued by:  
WSSC Water  
General Services Department  
14501 Sweitzer Lane  
Laurel, Maryland 20707*

*March 22, 2021*

**RESPONSES ARE DUE BY 5:00 P.M.  
ON WEDNESDAY, JUNE 16, 2021**

## **REQUEST FOR PROPOSAL**

### **LYTTONSVILLE SITE -- REPLACEMENT SITE AND SERVICE CENTER**

#### **I. Overview**

The Washington Suburban Sanitary Commission (“WSSC Water”), through its Department of General Services, is seeking technically and financially viable proposals from qualified development entities for the fee simple transfer of its approximately 12-acre parcel at 2501 Lyttonsville Road in exchange for (i) the fee simple transfer of a suitable replacement site that is currently owned or controlled by an Offeror (“Replacement Site”), and (ii) the turnkey development of a replacement WSSC Water Service Center on the Replacement Site, to include a new office building/garage and supporting service facilities (“Replacement Service Center”).

The subject property to be transferred by WSSC Water (“Site”), at 2501 Lyttonsville Road in Silver Spring, Maryland, can be found at the southwest side of Lyttonsville Place and the west side of Lyttonsville Road. The Site comprises two parcels totaling 522,200 square feet in area and is approximately 500 feet from the Lyttonsville Purple Line transit station. It currently houses a WSSC Water Service Center consisting of a 65,000 +/- square foot office building and garage, outdoor support service functions and surface parking (“Service Center”).

Given its proximity to the Lyttonsville transit station and its capacity to house new mixed-use development, the Site is an ideal candidate for redevelopment. The Site is included in the Greater Lyttonsville Sector Plan adopted in 2017, a Plan that proposes to strategically encourage mixed-use development near transit. Conversely, WSSC Water’s facilities at the Site are antiquated and no longer the best use for a more urbanized, transit-oriented property.

Responsible Offerors having the experience and financial capacity to plan, develop and construct a Replacement Service Center consisting of an office/maintenance building, garage and outdoor support functions on a Replacement Site that they own or control within an acceptable geographic range, in exchange for the WSSC Water Site, are encouraged to reply to this Request for Proposal. Submissions in response to this Request are due no later than June 16, 2021, by 5:00 p.m. EST.

#### **II. Objectives and Requirements**

The Washington Suburban Sanitary Commission is seeking development proposals through which the following objectives will be achieved:

##### *Project Requirements*

- Provide to WSSC Water, on a turnkey basis, a LEED Silver Replacement Service Center, including an office/maintenance building, garage and support facilities designed and constructed in accordance with WSSC Water standards and housed on the Replacement Site, which must be land owned or under the control of the Offeror and conveyed to WSSC Water.

The requirements for the Replacement Service Center can be found in Exhibit A to this RFP (the “Replacement Service Center Requirements”). Final plans for the Replacement Service Center will be developed through a collaborative design process, and are subject to the approval of WSSC Water.

- A redevelopment concept for the Lyttonsville Site that is financially and technically viable and supports the goals of the Greater Lyttonsville Sector Plan and the objectives delineated for the Brookville Road/Lyttonsville Station Area of the Plan. WSSC Water is not interested in participating in the redevelopment of its Lyttonsville Site; however, the Offeror must demonstrate that its proposed redevelopment project is viable and is likely to receive all required approvals, and that the Offeror has the financial capacity and experience to complete the proposed redevelopment project.
- A transactional structure that minimizes the financial and operational risk to WSSC Water while ensuring that the Replacement Site and completed Replacement Service Center will be delivered in accordance with the agreed-upon budget and timeline.

#### *Consideration*

As required by State law, the Washington Suburban Sanitary Commission must receive the equivalent of Fair Market Value for the fee simple conveyance of the Site, which must be established by an independent appraisal for the highest and best use of the Site.

#### *Site Control*

The Replacement Site must be owned by, or under the control of the Offeror at the time of the initial submission, such control to be evidenced by fee simple ownership or a binding letter of intent, purchase option, purchase agreement or other legally binding document that provides for an exclusive right to purchase the Replacement Site for a period of at least 180 days after the date of submission.

#### *LEED Building Standard*

In accordance with Section 21-104 of the Public Utilities Article of the Maryland Code, any WSSC Water capital project that includes the construction or major renovation of a building that is 7,500 square feet or greater, including the Replacement Service Center, must meet or exceed the current version of the U.S. Green Building Council’s Leadership in Energy and Environmental Design (LEED) Green Building Silver rating.

#### *Planning Approvals*

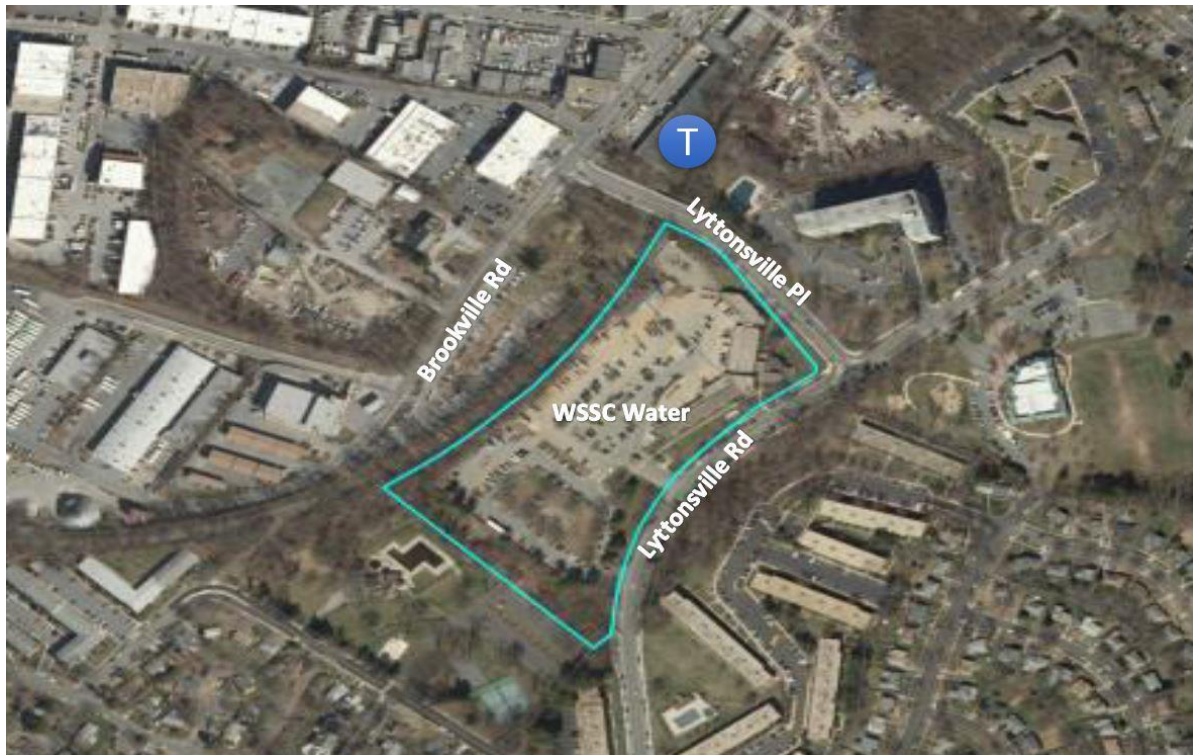
The selected Offeror will be responsible for paying all costs (including but not limited to legal fees, engineering and architectural costs, and other consultant costs) associated with any required Master Plan, subdivision, site plan or other development approval required for the proposed redevelopment of the Site. Additionally, the selected Offeror will be responsible for these costs should they be required in connection with the development of the Replacement Service Center.

*Sector Plan*

The development concept for the WSSC Water Site must be consistent with the adopted Greater Lyttonsville Sector Plan and be compatible with existing and proposed development in the surrounding area.

**III. Site Location and Characteristics**

The Site, outlined below, has 560 feet of frontage on Lyttonsville Place and 905 feet of frontage and two curb cut access points on Lyttonsville Road. The Site is across the street from the Lyttonsville Purple Line station currently under construction.



The Site comprises the following two separate parcels, both owned in fee simple by WSSC Water:

<b>Tax ID</b>	<b>Identification</b>	<b>Size</b>
13-00983072	Map HN63; Parcel P145 Subdivision 0001	9.07 +/- acres (395,089 +/- square feet)
13-00983083	Map HN63; Parcel P088 Subdivision 0001	2.92 +/- acres (127,195 +/- square feet)
<b>Total Site Size</b>		<b>11.99 +/- acres (522,284 +/- square feet)</b>

### *Existing Improvements and Site Conditions*

The Site is currently improved with an office/maintenance building and garage whose gross building area totals 65,000 +/- square feet, paved parking, exterior storage areas, concrete curbs and sidewalks, gas pumps, a security booth and site lighting. To the knowledge of WSSC Water, the Site is outside the 500-year floodplain, has soil conditions typical of the area, and contains approximately 6,300 square feet of wetlands in the southwestern section of the Site. The Offeror will be responsible for completing its own due diligence investigations of the Site.

Environmental analyses have been performed on the Site and can be obtained by contacting WSSC Water's Real Estate Development Administrator at [christine.benjamin@wsscwater.com](mailto:christine.benjamin@wsscwater.com). Review of any existing environmental analyses will be subject to execution of a confidentiality and non-disclosure agreement in a form provided by WSSC Water.

### *Existing Encumbrances*

WSSC Water is currently engaged in negotiations for the grant of a right-of-way covering approximately 0.542 acres along the northern edge of the Site, for use as part of the Capital Crescent Trail (CCT), an 11-mile hiker/biker trail connecting Georgetown in the District of Columbia to Silver Spring, Maryland, which may take the form of an easement or a fee simple conveyance. In addition to this right-of-way, WSSC Water is negotiating with the State of Maryland to ensure direct access from the Site to the Purple Line tunnel and the CCT through a pedestrian-friendly, aesthetically pleasing and safe walkway. Any agreements related to these matters would continue to bind the Site after disposition.

There is an unrecorded easement for an existing storm drain between 60 and 66 inches made of reinforced concrete that travels diagonally across the property, in addition to an aerial Pepco easement and a revertible slope easement required for the stabilization of the Lyttonsville Place bridge. The Offeror will be responsible for completing its own investigation of the title to the Site.

A map depicting existing and anticipated easements can be found in Exhibit B.

### *Adjacent Area and Lyttonsville Sector Plan*

The Site is a short distance from downtown Silver Spring and its vast array of commercial office buildings, restaurants, arts and entertainment venues, public services and a variety of housing options. The Washington Beltway (I-495) is 1.6 miles to the North, while neighboring Georgia Avenue (MD Route 97) and Colesville Road (US Route 29) are north/south arterial roads that connect the greater Silver Spring community to Washington, D.C. to the south.

Lyttonsville itself is comprised mostly of single-family detached houses, industrial areas that attract a variety of commercial and residential patrons, and institutional facilities such as the U.S. Army Fort Detrick Forest Glen Annex installation, which employs approximately 1,9000 workers.

### *Land Use and Zoning*

The Site is included in the Greater Lyttonsville Sector Plan as adopted by the Montgomery County Planning Board. A goal of the Plan is to leverage access to the new transit stations that are being constructed to support the Purple Line, a 16-mile light rail route connecting Bethesda to New Carrollton, Maryland. The Plan seeks to preserve, enhance and expand Lyttonsville's core strengths through such mechanisms as providing neighborhood-serving retail options, expanding housing opportunities for low- and moderate-income households in transit-convenient locations, increasing densities to accommodate new housing for a range of incomes, and encouraging the use of "optional method" provisions so that public facilities and amenities can be included in the area's new mixed-use development projects.

The Site is zoned CRT (Commercial/Residential Town) 1.5 – C-0.25, R-1.25, H-65, as defined in the Montgomery County zoning ordinance. Under this designation, the Site can accommodate a total of 1.5 Floor Area Ratio (FAR), with a maximum of 0.25 FAR allowed for commercial uses and 1.25 FAR for residential uses, and a height of 65 feet. This zone is designed to promote economically, environmentally, and socially sustainable development patterns where people can live, work, recreate, and access services and amenities, and is intended for larger downtown, mixed-use, and pedestrian-oriented areas near transit options. The CRT zone allows for both standard and optional method development. The optional method of development allows for full density on a site in exchange for a range of public benefits.

#### **IV. Replacement Site and Replacement Service Center Requirements**

In exchange for its Lyttonsville Site, WSSC Water is requiring a Replacement Service Center, as described in Exhibit A, to be provided on a turnkey basis on a Replacement Site owned or controlled by an Offeror and conveyed in fee simple to WSSC Water.

##### *Replacement Site*

The Replacement Site should satisfy the "Replacement Site Characteristics" set forth on Exhibit A, and should be within or in close proximity to the following preferred geographic boundaries: I-95 to the east; I-495 (Washington Beltway) to the south; I-270 to the west and MD-200 (Inter-County Connector) to the north. The Replacement Site must be able to accommodate the Replacement Service Center facilities in an operationally efficient manner. The lay-out of the Replacement Site should be designed to make maximum use of available land in an environmentally supportive fashion and provide for effective operations, internal circulation patterns and use of infrastructure.

##### *Replacement Service Center*

The Replacement Service Center should satisfy the "Replacement Building/Garage and Support Facility Requirements" set forth on Exhibit A, and should be designed and constructed to high performance standards and be energy- and resource-efficient. Measures such as water recycling/reuse systems, reduced energy consumption lighting, and ventilation energy recovery systems – in conjunction with the totality of the Replacement Service Center operations – are

encouraged. The Replacement Service Center facilities must be designed and constructed to achieve, at a minimum, a LEED Silver rating.

## **V. Submission Requirements**

The Washington Suburban Sanitary Commission reserves the right to select a development team based solely on the initial Proposals; to enter into discussions with all qualified Offerors; to request additional information or best and final offers; to reject, at any point, any or all Proposals for any reason; or to terminate this Request for Proposals if WSSC Water determines in its sole discretion that it is in WSSC Water's interest to do so. To be considered, a Proposal must be technically, logistically and financially acceptable to WSSC Water. All Offerors must provide a thoughtful development concept and an implementable plan that will result in the turnkey development of a Replacement Service Center on suitable land owned or controlled by the Offeror.

### **AN OFFEROR'S FAILURE TO SUBMIT ALL REQUIRED INFORMATION WILL RENDER THE PROPOSAL INCOMPLETE AND INELIGIBLE FOR FURTHER CONSIDERATION.**

The written Proposal must include the following elements:

- A. **Cover:** The cover should contain the RFP title, the Offeror's name and the submission date.
- B. **Transmittal Letter.** The transmittal letter should not exceed two pages and should contain:
  - 1. The name, title and contact information – including phone number and email address – of the individual with authority to bind the Offeror. This person should also sign the transmittal letter and any required certifications.
  - 2. The address and legal form of the Offeror. If a joint venture is proposed, all of the information required to be submitted in the Proposal shall be provided for the Offeror and for each entity that will participate materially in the joint venture, and if required, certified by the individual with authority to bind the participating entity.
  - 3. Statement acknowledging that if selected, the Offeror will negotiate in good faith with WSSC Water.
  - 4. Statement that the Offeror is not in arrears in the payment of any obligation due to the Washington Suburban Sanitary Commission or the State of Maryland and that it shall not become so during the term of the agreement if selected.
  - 5. Statement that the Proposal is valid for a minimum of 180 days from the date of submission, and that the Offeror has control of the Replacement Site for a minimum of 180 days from the date of submission.
  - 6. Statement that the Offeror grants to WSSC Water a non-exclusive right to use, or cause others to use, the contents of its Proposal or any part thereof for any purpose.

### C. Statement of Qualifications

1. Background Information: A description of the Offeror, including organizational structure, identification of principals and those that will be involved in this project, and length of time in business. If the Offeror is a joint venture, the preceding information for each entity should be furnished, as well as an explanation as to why a joint venture is the preferred arrangement for the project, and what role each participant in the joint venture will play in the re-development of the Site and in the development of the Replacement Service Center.
2. Financial Capability: A description of the Offeror's financial capability to complete both the redevelopment of the Site and the development of the Replacement Service Center, including examples of typical financing mechanisms the Offeror has used in similar projects. This section should provide evidence of the Offeror's ability to obtain sufficient financing for the project through completion.

Under separate cover and marked "Confidential," the Offeror must provide current interim and audited annual financial statements for its last three fiscal years. If the Offeror is a joint venture, then current interim and audited annual financial statements for the last three fiscal years must be provided for the lead Offeror team member and for any members of the joint venture having an equity stake of 20% or more in the joint venture business entity. All members of the joint venture with an equity interest of less than 20% must provide current interim and annual financial statements for their last two fiscal years. An appropriately authorized officer/managing member of each entity providing financial information should certify that their respective statements present an accurate representation of that entity's financial condition as of the date of the statements. Project

3. Experience: A description of the Offeror's experience with similar developments and transactions involving asset exchanges and turnkey development. This information should clearly describe the size, scope and financial structures of these projects, in addition to their location and timeline from pre-development to completion of construction. For projects currently underway, the Offeror should include the anticipated completion date. Additionally, references and their contact information – including name, telephone number and email address for each project described – should be provided.
4. Project Proposal: This section should describe the Offeror's development concept for the Replacement Service Center, a proposed transactional structure, and how these components will meet WSSC Water's objectives. This Proposal should include the following:
  - a. A description of the proposed Replacement Site, including the street address, acreage, current use and any improvements on the site and distance to a major highway or arterial road. Information on ownership of the Replacement Site and the Offeror's ability to gain full control if the Replacement Site is not currently under the Offeror's control must be described, including all necessary procedural and financial actions,



and copies of any existing letter of intent, purchase option, or purchase agreement with respect to the Replacement Site.

Included in this section should be any known impediments to the development of the proposed Replacement Site, including without limitation (i) known environmental issues; (ii) existing tenants or other users; (iii) required entitlements and other approvals; and (iv) material title encumbrances and use restrictions. Offeror may be asked to provide copies of any preliminary due diligence materials in its possession, including any title reports, surveys, soil reports and environmental assessments.

- b. Concept plan of the Replacement Service Center, including a preliminary lay-out by square footage of the replacement facilities on the proposed site and a delineation of on-site infrastructure, circulation patterns, ingress/egress access points and other relevant site attributes. A description of the Replacement Service Center facilities and how they will function together to maximize operational efficiency should be highlighted, in addition to all recommended energy efficiency and environmentally supportive systems.
- c. Proposed transactional structure that will result in the conveyance of the WSSC Water Lyttonsville Site in exchange for a Replacement Site and the development of the Replacement Service Center. List the anticipated documents to be executed and broadly describe the elements each will address. WSSC Water will consider a transactional structure with a joint venture in which one joint venture partner has primary responsibility for development of the Site, and the other joint venture partner has primary responsibility for development of the Replacement Service Center and conveyance of the Replacement Site.
- d. Description of the proposed development for the WSSC Water Lyttonsville Site, including uses, building height, overall density, and any known or anticipated material impediments to the proposed development.
- e. The Offeror's estimated value of the Lyttonsville Site.
- f. A Project budget for the Replacement Service Center with specific line items for:
  - Pre-development costs;
  - Soft and hard costs, including a turnkey guaranteed maximum price to construct the Replacement Service Center in accordance with Exhibit A; and
  - Replacement Site land and site infrastructure costs.

Any difference between the value of the WSSC Water Lyttonsville Site and the cost of the Replacement Site and Replacement Service Center must be highlighted. If available, ideas on how to fund this differential should be described.

- g. Project Schedule that includes milestone dates for pre-development items such as execution of transaction documents, land-use approvals, building permits, financing

and design, construction by phases and occupancy, and turnover of replacement facilities to WSSC Water.

- h. Any and all proposed design exceptions to Exhibit A, Replacement Site, Building and Support Facility Requirements.
- i. A listing of all contingencies related to the construction and conveyance of a Replacement Service Center and Replacement Site to WSSC Water.
- j. The Offeror's plan to include Minority Business Enterprise (MBE) participation in the project. This could include, but not be limited to, the Offeror teaming with Minority Business Enterprise developers, builders and subcontractors on the proposed project.

## **VI. Evaluation Criteria**

The goal of the Washington Suburban Sanitary Commission is to select the most qualified Offeror that can meet WSSC Water's objectives. As such, the following evaluation criteria will be used.

- A. Overall capabilities of the Offeror's team, including its design, development and construction experience and that of its principals.
- B. Quality of the proposed replacement site and Service Center, including locational attributes, facility and infrastructure lay-out, and operational efficiency.
- C. Experience with similar projects involving asset exchanges and turnkey development.
- D. Financial capabilities to carry out the Offeror's Proposal.
- E. Estimated value of the Lyttonsville Site and the overall budget.
- F. Proposed timeline for completion of the project.
- G. Viability of the proposed plan for the Lyttonsville property.

The top-rated Proposals may be invited for an interview, in-person or by video conference (via Microsoft Teams), to further discuss their Proposal. The results of the interviews and the scoring from the written evaluations will be used to make a final selection.

## **VII. Request for Proposal Administration**

Proposals are due by 5:00 p.m. on Wednesday, June 16, 2021. If an Offeror is identified as the top respondent to this RFP and a memorandum of understanding or other form of agreement acceptable to WSSC Water cannot be successfully negotiated with this Offeror within an acceptable timeframe (as determined by WSSC Water in its sole discretion), then WSSC Water may proceed to negotiate with the Offeror that submitted the next highest ranked Proposal. Alternatively, and in WSSC Water's sole discretion, until an initial letter of intent or memorandum of understanding is executed with an Offeror, WSSC Water may elect to negotiate with more than one Offeror at a time. WSSC Water may elect not to accept any Proposals, and to issue a modified or replacement RFP at any time.

Any amendments to this RFP will be posted on WSSC Water’s web site, accessible at <https://www.wsscwater.com/work-us/contracting/real-estate-and-development>.

WSSC Water anticipates meeting the following schedule, but reserves the right to amend the schedule or cancel or amend this RFP at any time.

RFP Release	March 22, 2021
Pre-Submission Conference	April 15, 2021; 10:30am
Deadline for Written Questions	May 5, 2021; 5:00pm
Proposals Due	June 16, 2021; 5:00pm

### **VIII. Submittal Instructions**

All Proposals must include one original and five copies in 8 ½” by 11” format with no smaller than 12-point font, not to exceed 35 pages, not including credit references, site plans, financial worksheets, tables and charts. Submissions must be bound and sealed, and be delivered to:

Mr. Al R. Roshdieh  
Director, Department of General Services  
Washington Suburban Sanitary Commission  
14501 Sweitzer Lane  
Laurel, Maryland 20707

The envelope must be titled “RFP – Lyttonsville Site -- Replacement Site and Service Center.” Written Proposals will only be evaluated on the contents of an Offeror’s submission, and as such, it is incumbent upon an Offeror to submit sufficient information to enable WSSC Water to fully evaluate the Offeror’s capabilities and experience.

Proposals submitted in response to this RFP received after the specified day and time will be considered late and will not be considered, except in the sole discretion of WSSC Water. WSSC Water will not accept Proposals sent via facsimile or email. Unless specifically requested by WSSC Water, additional information cannot be submitted by an Offeror after the deadline set for submission of Proposals.

Prior to the day and time designated for receipt of Proposals, Proposals submitted early may be modified or withdrawn only by notice to WSSC Water. Timely modifications or withdrawals of a Proposal must be in writing and must be received by WSSC Water on or before the day and time set for receipt of Proposals. Withdrawn Proposals may be resubmitted up to the time designated for the receipt of Proposals provided that they are then fully in conformance with this RFP.

## **IX. Pre-Submission Conference and Lyttonsville Site Tours**

A pre-submission conference will take place via videoconference (Microsoft Teams) on Thursday, April 15 at 10:30 a.m. To request attendance at this virtual pre-submission conference and receive the appropriate connection link, please submit an email to [christine.benjamin@wsscwater.com](mailto:christine.benjamin@wsscwater.com).

Tours of the Lyttonsville Site and existing facilities will be available upon request and can be scheduled by contacting Tina Benjamin at [christine.benjamin@wsscwater.com](mailto:christine.benjamin@wsscwater.com). Due to COVID-19 restrictions, a limited number of participants will be able to participate in each tour and participants must adhere to health and safety guidelines.

## **X. Conditions and Limitations**

WSSC Water reserves the right to reject any or all Proposals submitted in response to this RFP, advertise for new Proposals, or accept any Proposal deemed to be in the best interest of WSSC Water. A Proposal submitted in response to this RFP does not constitute a contract and does not indicate or otherwise reflect a commitment of any kind on behalf of WSSC Water. Furthermore, this RFP does not represent a commitment or offer by WSSC Water to enter into an agreement with an Offeror or to pay any costs incurred in the preparation or submission of a Proposal to this RFP. Additionally, this RFP does not commit WSSC Water to pay for costs incurred in the negotiation or other work in preparation of, or related to, a final agreement between the selected Offeror and WSSC Water.

Any commitment made by WSSC Water will be subject to the approval of the WSSC Water Commissioners and to the execution of all legal documents necessary to complete the project.

Written questions regarding the contents of this Request for Proposals should be directed, via email to Tina Benjamin, WSSC Water Real Estate Development Administrator, at [christine.benjamin@wsscwater.com](mailto:christine.benjamin@wsscwater.com). No verbal questions or inquiries, outside of the Pre-Submission Conference, will be accepted. All questions and responses from WSSC Water will be posted on the WSSC Water's web page, accessible at <https://www.wsscwater.com/work-us/contracting/real-estate-and-development>.

The Proposals and any information made a part of the Proposals will become a part of the project's official files. WSSC Water is not obligated to return the Proposals to the Offerors. This RFP and the selected Offeror's response to this RFP may, by reference, become a part of any formal agreement between the Offeror and WSSC Water.

Offerors may be requested to execute a confidentiality and non-disclosure agreement, on a form provided by WSSC Water, prior to receiving any non-public information regarding the Site. In addition, Offerors may be requested to execute a right-of-entry agreement, including customary indemnity provisions and liability waivers in favor of WSSC Water, on a form provided by WSSC Water, prior to entry onto the Site.

WSSC Water reserves the right, in its sole and absolute discretion, to reject any and all Proposals received in response to this RFP and to cancel this RFP at any time, for any or no reason, prior to entering into a formal contract. WSSC Water further reserves the right to request clarification of information provided in the Proposals submitted in response to this RFP without changing the terms of this RFP.

All materials submitted or communicated to WSSC Water, as part of a Proposal or otherwise, may be subject to public disclosure under the Maryland Public Information Act, Md. Code Ann. Gen. Provis. Art., Subtitle 4 (“MPIA”). If an Offeror contends that any part of its Proposal is proprietary or confidential, and therefore its disclosure is limited under the MPIA, the Offeror must identify all information that is confidential or proprietary and provide justification for why such material should not be disclosed by WSSC Water under the MPIA. WSSC Water, as custodian of Proposals submitted in response to this RFP, reserves the right to determine whether material deemed proprietary or confidential by the Offeror is, in fact, proprietary or confidential as delineated under the MPIA and therefore should not be disclosed. WSSC Water will favor disclosure of all Proposals in response to any request from a third party for disclosure made under the MPIA.

The Site will be conveyed “as is”. Offerors must familiarize themselves with the Site, perform their own due diligence investigations and form their own opinions as to its physical condition, legal status and suitability for any proposed development, as WSSC Water makes no representations as to the Site. Any statements made in this RFP or elsewhere by WSSC Water or any representative or third party (except those representations and warranties that are expressly made by WSSC Water in a binding purchase agreement for the Site) shall not be relied on as representations or warranties of WSSC Water regarding the Site. WSSC Water assumes no responsibility for Site conditions, including, but not limited to environmental and soil conditions on the Site. Offerors should not rely solely on the information provided in this RFP, and Offerors are responsible for their own background investigation as to title, zoning, subdivision, development ability, utilities and physical conditions, and any restrictions, if any, for the Site. Soil tests and other invasive tests may not be conducted on the Site during the RFP stage, but will be considered during the negotiation phase, subject to entering into customary agreements.

## EXHIBIT A

### WSSC SERVICE CENTER

#### REPLACEMENT SITE, BUILDING AND SUPPORT FACILITY REQUIREMENTS

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**OVERVIEW:** In exchange for its Lyttonsville Site, WSSC Water is requiring a Replacement Service Center, to be provided on a turnkey basis on a Replacement Site owned or controlled by an Offeror and conveyed in fee simple to WSSC Water, that satisfies the following requirements:

#### **REPLACEMENT SITE CHARACTERISTICS:**

- Located within or in close proximity to the following preferred geographic boundaries: I-95 to the east; I-495 (Washington Beltway) to the south; I-270 to the west and MD-200 (Inter-County Connector) to the north
- Minimum of 8 acres preferred
- Ingress/egress suitable for large WSSC Water vehicles, deliveries and personal vehicles
- Proximate to a major highway or arterial road
- Currently serviced by major public utilities
- Suitable for industrial use, with all required entitlements in place or readily available
- Relatively flat topography preferred
- Able to accommodate a lay-out that makes maximum use of available land in a sustainable and an environmentally supportive fashion that contributes to green building certification - Leadership in Energy & Environmental Design (LEED)
- Provides for effective and efficient operations that support digital and physical technologies, internal/external circulation patterns for both personnel and vehicles and on-site infrastructure

#### **REPLACEMENT BUILDING/GARAGE AND SUPPORT FACILITY REQUIREMENTS:**

- **Office Building/Garage** – 69,000 +/- square feet. Square footages of individual components and required finish levels are shown on the following schedules.
  - Office spaces – typical office functions to include multiple kitchens/pantries/conference and huddle rooms, etc.
  - Training room with operable partition
  - Multiple locker rooms to accommodate approximately 190 staff
  - Service vehicle garage for WSSC Water vehicles and maintenance trucks with parts storage and 12 bays
  - Multiple storage rooms with garage door and direct access to the loading dock and ramp
  - Wellness room
  - Material warehouse with internal storage rooms
  - Sleeping quarters with bathrooms and kitchen in close proximity

- **Exterior Facilities** – 270,000 +/- square feet of secure, fenced exterior space. Square footages of individual components are shown on the following schedules.
  - Material yard for large parts such as pipes and valves
  - Approximately 12 aggregate bins with coverage
  - Parking for approximately 300 WSSC Water maintenance trucks, trailers and employee vehicles and for electric charging stations
  - Gas pump station
  - Storage sheds and covered storage areas
  - Guard station
  - Vehicle wash bay
  - Pavilion with grills
  - Covered storage for salt

**EXHIBIT A**

**ESTIMATED OFFICE BUILDING/GARAGE AND EXTERIOR FACILITIES BY SQUARE FOOTAGE**

**Notes:**

1. Below is the preliminary programming and should only be used for the purpose of this RFP. Final programming and specifications will be coordinated with WSSC Water.
2. The square footages below do not account for building common core areas (elevators, shaft, janitorial closet, machine room, electrical room, etc.).
3. These estimates are for guidance only. Final plans will be developed via a collaborative design process and subject to the approval of WSSC Water.

**Office Building/Garage**

<i>Space for Personnel</i>	<i>Square Footage</i>
Offices	2,400
Staff workstations	1,920
Hoteling workstations	1,860
Manager workstations	256
<i>Total space for personnel</i>	6,436

<i>Interior Dedicated Support Areas</i>	<i>Square Footage</i>
Copy/work room	700
Huddle/conference room/multipurpose room	4,750
Multiple kitchen/pantry/breakroom with range	1,400
Training/demonstration room	550
Lockers with shoe wash stations/showers/restrooms	4,500
Private restroom for testing	150
Maintenance room - lounge	600
Waiting area	200
Sleeping quarters	1,000
Wellness room	100
<i>Total space for interior support areas</i>	13,950



<i>Storage/Warehouse/Garage</i>	<i>Square Footage</i>
Storage rooms	5,670
Records room	100
Material warehouse	3,550
Closet for device storage	100
Meter equipment storage/recycle bin	3,000
Garage – bays and office	9,320
PCD and RSD storage rooms	200
<i>Total space for storage/warehouse/garage</i>	21,940

<i>Estimated Total</i>	<i>Square Footage</i>
<i>Office Building/Garage</i>	42,326
<i>Assumed 38% circulation for all space</i>	25,819
<b>TOTAL OFFICE BUILDING/GARAGE</b>	<b>69,000 +/-</b>

#### **Exterior Dedicated Support Areas**

<i>Exterior Uses</i>	<i>Square Footage</i>
Aggregate bins with coverage	15,000
Covered storage for salt	500
Non-vehicle storage areas	22,394
Material yard	14,963
Guard station	200
Pavilion (including green space)	9,000
<i>Total space for exterior uses</i>	62,057

<i>Vehicle Uses</i>	<i>Square Footage</i>
Vehicle wash bay and shed	2,533
Parking spaces/loading dock/circulation	201,684
Gas island	405
Concrete pad for fuel tank	1,435
<i>Total space for vehicle uses</i>	206,057
<b>TOTAL EXTERIOR SPACE</b>	<b>270,000 +/-</b>

<b>TOTAL INTERIOR AND EXTERIOR SPACE</b>	<b>338,000 +/-</b>
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## **INTERIOR FINISH OVERVIEW:**

### *Notes:*

1. WSSC Water requires all product use and design to contribute to LEED Silver certification.
2. All work to comply with OSHA, ADA and State and local jurisdictions.
3. This overview is for guidance only. Final plans will be developed via a collaborative design process and subject to the approval of WSSC Water.

### *Partition Types:*

- Provide all partition and insulation as needed to meet WSSC Water requirements.
- Slab to Slab Acoustical Partition – at All Training Rooms, Conference Rooms, Pantry, and all demising partitions. All other partitions to be slab-to-ceiling with insulation.
- All gyp boards at wet locations and places that emit moistures (such as pantry/bathroom) to be mold resistant.

### *Ceiling:*

- Provide all ceiling and associated ceiling items as needed to meet WSSC Water requirements.
- Provide new acoustical ceiling tile and grid (Armstrong or equal).
- Assume 5% of ceiling to be drywall in bathroom, alcoves, bulkhead, etc.
- Provide Humi-guard ceiling tiles at areas that are prone to have moisture.
- Assume 9'-0" ceiling throughout except in material storage rooms.
- Assume open ceilings to deck above at all material storage rooms.

### *Floor and Base Finishes:*

- Provide all floor and base finish as needed to meet WSSC Water requirements.
- General Office Spaces (offices, conference room, huddle room, etc.)
  - 24"x24" carpet tile. Assume Mohawk or equal.
  - Low VOC releasable adhesives.
- General Support Spaces (kitchen, copy rooms, training room, etc.)
  - 12"x24" vinyl composition tile. Assume Armstrong or equal.
  - Direct glue to slab using low VOC adhesives.
- IT Room
  - 12"x12" Static dissipative tile. Assume Armstrong or equal.
  - Direct glue to slab using low VOC adhesives.
- Locker Room and Bathroom
  - 12"x24" porcelain tile at all wet walls with finished bullnose edge. Assume Dal-Tile or equal.
  - 4"x4" ceramic tile in shower with integral base.
- Typical Wall Base
  - Typical base throughout is 4" Johnsonite rubber base, straight at carpet and cove at resilient floors.

#### *Wall Finishes:*

- Provide all wall finishes as needed to meet WSSC Water requirements.
- All walls to be painted: flat finish, low VOC Sherwin Williams or equal. (1) coat primer (2) coats paint. All accent paint location to receive Level 5 finish.
- Provide (1) accent paint option for conference, training, reception, pantry and huddle rooms.
- Provide film at sidelight offices and conference rooms. Assume 3M or approved equal.

#### *Doors and Hardware:*

- Provide all doors and hardware as needed to meet WSSC Water requirements.
- Offices:
  - Provide office lockset at all offices. Door type to be determine based on final design criteria.
  - Provide 24" glass sidelight at all offices and conference rooms.
- Storage Rooms
  - Provide 3'x 8' metal door and frame with overhead closure and storage lock set.
  - Provide fire-rated door at all storage rooms with potential hazardous materials.
- Training Room and Large Conference Room
  - Provide 3'x8' stain grade (Mohawk Doors or equal) birch solid core door with glass inset and passage lever set.
  - Doors to have hardware to enable 180 degrees hold open.
- IT Room
  - Provide 3'-0" x 8'-0" paint grade louvre door with painted 1.5" aluminum frame as required for cooling.
  - Provide card reader by security vendor and associated hardware at IT room.
  - Provide exhaust fan in IT closet and supplemental cooling in Main IT.
  - Potential supplement cooling unit may be required.
- Typical door hardware to be US26D finish. Sargent or equal.
- Provide lever lock sets at all office doors, typ. Assume Sargent or approved equal.

#### *Millwork:*

- Provide all millwork as needed to meet WSSC Water requirements.
- All conference room, training rooms, print/workroom and kitchen:
  - Millwork to be plastic laminate (HD Wilsonart or equal) lower and upper cabinets with plastic laminate countertop (Wilsonart or equal) at all locations except sink locations. Provide solid surface countertops in kitchen.
  - Millwork to include venting for AV equipment at conference locations only.
- All millwork substrates to be ¾" formaldehyde-free MDF.
- All millwork to be custom grade millwork in compliance with AWI standards.
- All millwork to meet ADA requirements.
- All cabinet pulls to be Hafele or approved equal.
- Provide in-wall fire rated plywood blocking at all millwork, AV, furniture, door frames and wall mounted equipment as required.
  - Assume (3) 4x8 sheets of plywood at LAN Rooms
  - Provide blocking for all wall mounted TVs

### *Equipment:*

- Provide all appliances as needed to meet WSSC Water requirements. All IT equipment (copiers, fax machines, etc.) will be the responsibility of WSSC Water.
- All appliances to be energy star and stainless-steel finishes.
  - Industrial size double door refrigerator
  - Microwave
  - Electric stove range
  - Industrial ice machine
- Provide ½" copper water line with shut-off valve and backflow preventer at all coffee stations, kitchen and industrial ice machine.
- Provide garbage disposal at sink location in kitchen.

### *Electrical:*

- Provide all electrical work as needed to meet WSSC Water requirements to include but not limited to the following:
  - Specialty electrical devices may be required for testing and specialty equipment.
  - All switches and outlets to be white device with white cover plate.
  - All rooms to have wall mounted motion occupancy sensors.
  - All open areas to have ceiling mounted motion occupancy sensors.
  - Provide dedicated outlets for copiers and appliances.
  - Provide convenience outlets throughout.
  - Provide all conduits, raceway, etc. for IT cabling and connections.
- Lighting:
  - Provide 2x2 direct/indirect basket LED fixtures.
  - Exit and emergency lighting to be provided as required by code.
  - Occupancy sensors to be provided for each room and 3-way switches to be provided in open areas.
  - Conference Rooms and Training Rooms
    - Provide combination of dimmable direct/indirect fixtures and compact LED dimmable fixtures.
    - Occupancy sensors to be provided for each room.

### *Plumbing:*

- Provide all plumbing work as needed to meet WSSC Water requirements to include but not limited to the following:
  - Provide water heater and drainage for kitchen, bathroom and shower.
  - Provide connection for ice machine and refrigerators.
  - Provide waterlines for industrial ice machine, refrigerators, water cooler and shut offs for coffee machine under sinks.

*Mechanical:*

- Provide all mechanical work as needed to meet WSSC Water requirements to include but not limited to the following:
  - New supply and return diffusers
  - New air handling unit
  - All associated ducts and main
  - New variable air volume boxes
  - New supplemental air as required in IT Rooms
- All enclosed spaces shall have their own VAV and separate thermostat.
- Assume linear diffusers throughout office (Titus or equal) at the perimeter and 2'x2' at all other locations.
- WSSC Water is currently utilizing Siemens System.

*Life Safety:*

- Provide all life safety work as needed to meet WSSC Water requirements to include but not limited to the following:
  - New fire alarm system with strobes
  - New sprinkler system
- Assume LED edge lit exit signs.

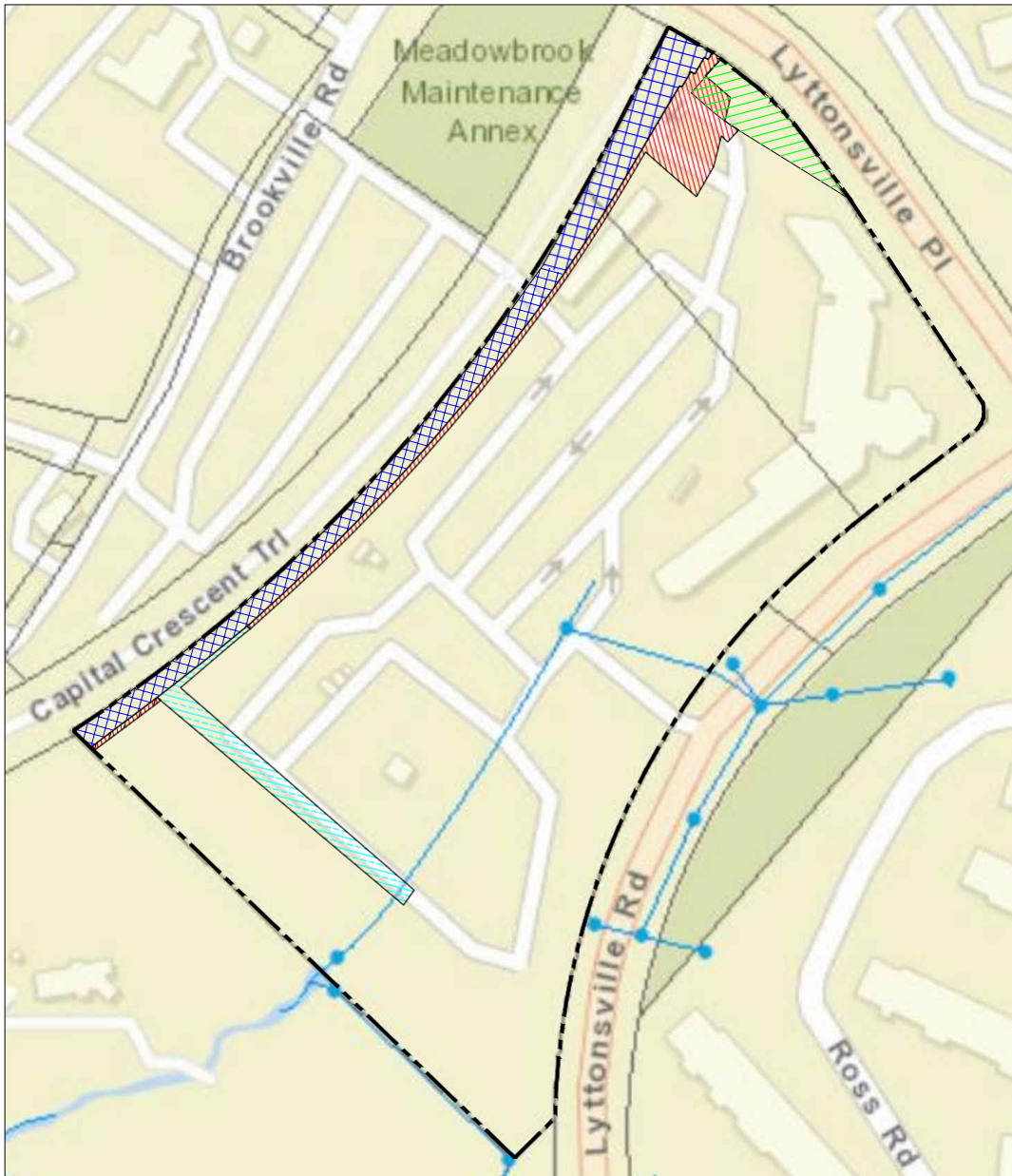
*Energy and Resource Efficiency Systems:*

- Provide a sustainable design that meets LEED criteria for a minimum of Silver certification to reduce or eliminate negative impacts on the environment and promote a healthy working environment.







*Furniture:*

- All ancillary furniture shall be procured, furnished and installed by WSSC Water.
- System furniture (panels, surfaces and storage) and electrical connections shall be procured, furnished and installed by the Offeror.

# EXHIBIT B



## LEGEND

-  CAPITAL CRESCENT TRAIL AREA
-  EASEMENT FOR DRAINAGE
-  REVERTIBLE EASEMENT FOR SUPPORTING SLOPES
-  TEMPORARY EASEMENTS
-  RIGHT OF WAY LINE, LINE OF DIVISION, PROPERTY LINE
-  STORM DRAIN