



## ***DURA Office Broker RFP***

### **Questions and Responses – June 7, 2023**

- Please provide a copy of your as-built floor plan along with additional color on desirable and/or undesirable aspects of the current program. Said differently, how would you change your current office layout to fit your needs better in the future?

*The office has had some modifications over the 30 years but the attached diagram is still fairly reflective of the current floor plan.*

*DURA would expect the selected broker to provide analysis of DURA space requirements and suggest any additional resources necessary to support DURA's workplace strategy and optimal utilization.*

- As detailed within the "Current Occupancy Information" section of the RFP, please advise approx. size of the current Board Room as well as the facility used to host visiting Housing Clients and Redevelopment organizations? Subject to getting our hands around size and utilization of these facilities, we'd consider there to be material cost savings available if willing to consider occupancy alternatives with common conferencing facilities available for DURA's use within the building.

*The board room is approximately 550 sf and the smaller meeting room is approximately 200 sf. DURA is open to consideration of common conferencing facilities with the building.*

- As it relates to the current Hybrid work schedule detailed within the "Future Occupancy Information" section of the RFP, please advise if each employee has maintained a dedicated workstation or office.

*Yes, each employee has maintained a dedicated workstation or office.*

- Is there a certain reason you are vacating your current space (in terms of size, accessibility, functionality, budget, etc.)? We would like to know what the driving force behind this change is.

*The current landlord is exploring different uses for the space.*

- How important is RTD access compared to access to the Webb Municipal Building and City/County building?

*Staff has frequent meetings at the Webb Building so being within walking/or easy RTD (i.e. Free Mall Ride) access is preferred.*

- Does DURA have a preferred floor plate (i.e. lots of windows, long and shallow, square, etc.)?

*DURA would expect the selected broker to provide analyzation of DURA space requirements and suggest any additional resources necessary to support DURA's workplace strategy and optimal utilization.*

- What do you like and dislike about your current office space (i.e. layout, location, building access, amenities, etc.)

*Likes: Supported DURA Mission, Central Downtown Location, providing easy access to City Buildings, adjacent covered parking*

*Dislikes: Space is dated, not being optimally utilized*