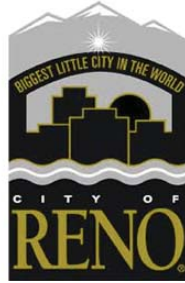




City of Reno Police Department



Request for Proposal

May 24, 2012

Presented by:

CBRE, Inc.
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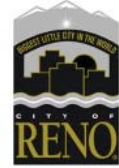
CBRE



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This letter/proposal is intended solely as a preliminary expression of general intentions and is to be used for discussion purposes only. The parties intend that neither shall have any contractual obligations to the other with respect to the matters referred herein unless and until a definitive agreement has been fully executed and delivered by the parties. The parties agree that this letter/proposal is not intended to create any agreement or obligation by either party to negotiate a definitive lease/purchase and sale agreement and imposes no duty whatsoever on either party to continue negotiations, including without limitation any obligation to negotiate in good faith or in any way other than at arm's length. Prior to delivery of a definitive executed agreement, and without any liability to the other party, either party may (1) propose different terms from those summarized herein, (2) enter into negotiations with other parties and/or (3) unilaterally terminate all negotiations with the other party hereto.



1. Project Background

In 2010 – 2011 The City of Reno engaged CBRE, Inc. to develop a strategic plan for its real estate assets. Part of that study included reviewing the existing City of Reno Police headquarters facility and the Department’s plans for providing services to Citizens both now and in the future.

The City of Reno Police Department (RPD) currently occupies 68,357 square feet in a building that was constructed in 1947. The useful life of the building has long ago expired and today the building is inefficient to operate and requires significant ongoing maintenance. CBRE’s study recommended that the City consider alternative facility strategies that may improve both the quality of space for the Department and service delivery for citizens at potentially lower cost.

As such, the City of Reno and Reno Police Department (RPD) have contracted with CBRE, Inc. to solicit, review, and negotiate proposals from developers/offers to relocate the existing RPD headquarters at 455 East 2nd Street to a new or existing facility. RPD is flexible with respect to the size of the facility. At a minimum, the facility must be able to accommodate the administrative functions of RPD which includes approximately 57,050 to 68,357 square feet of office and support space. RPD will also consider facilities that will consolidate evidence storage and other warehouse functions which could increase the size of the facility from 120,303 to 142,870 square feet. Any facility including office, retail, industrial or special purpose that can be developed or adapted for RPD’s intended use as a new headquarters facility at reasonable cost will be considered. Attributes of suitable facilities include easy access to highways or major thoroughfare, significant parking (approximately 200 secured spaces, 35 Motorcycle spaces covered motorpool, and 35 customer spaces), and public access.

While the City has a preference to own outright the Police headquarters facility, the City will consider a variety of transaction structures including lease, lease to own, or outright purchase (with right to assign). A principal determinant will be the overall occupancy cost to the City.

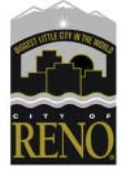


2. Subject Property

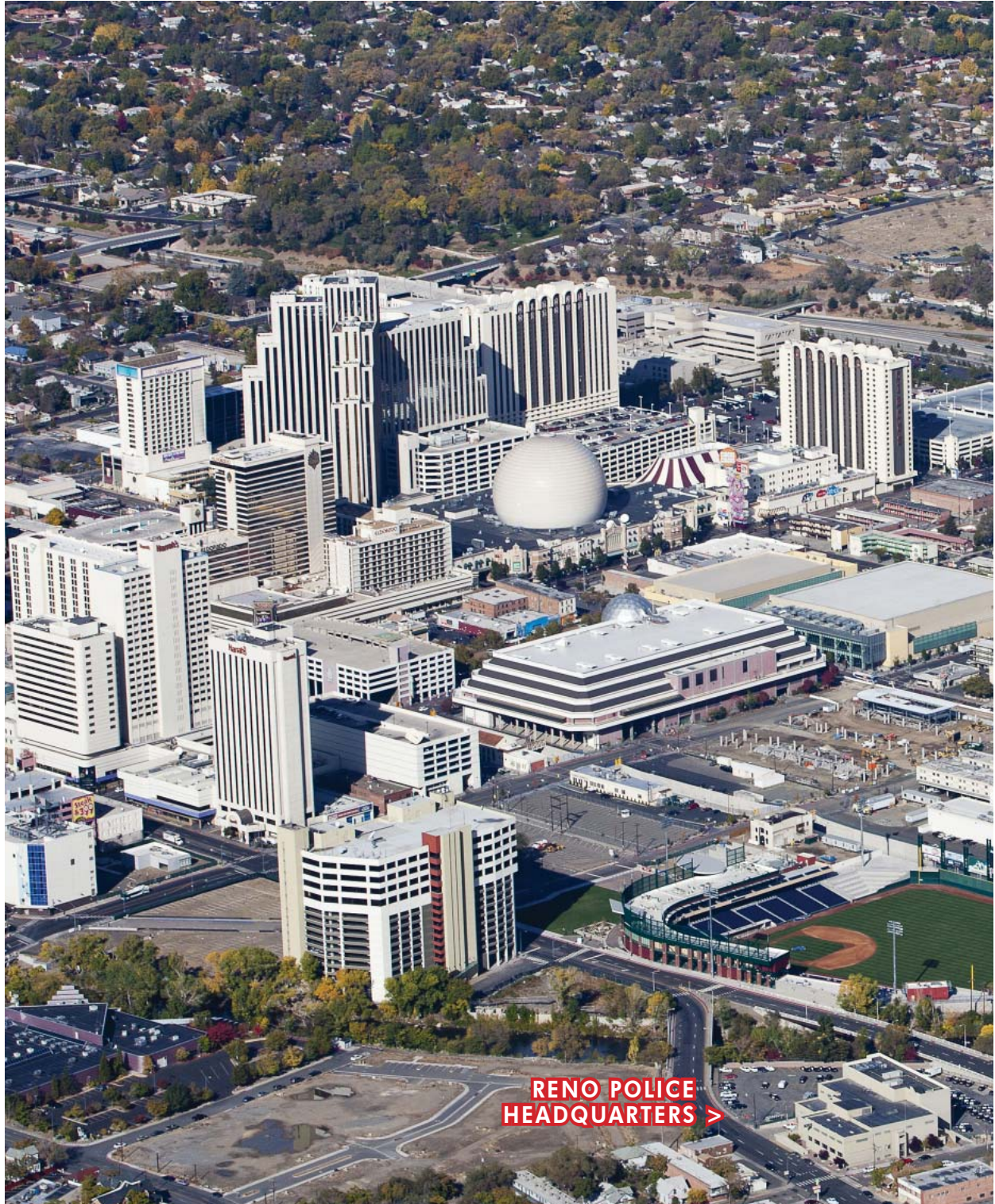
Below is a brief overview of the City of Reno Police Headquarters existing building:

Key Facts	
ADDRESS:	Police Headquarters Building 455 East Second Street, Reno, Nevada 89502
APN NUMBER:	012-013-01
TOTAL BUILDING SF:	68,357 SF
LAND AREA:	2.12 Acres
YEAR BUILT:	1947
ZONING:	MUDR - Mixed Use Downtown Regional Center
FLOOD ZONE:	X & AE (Small portion of parcel is zoned AE)



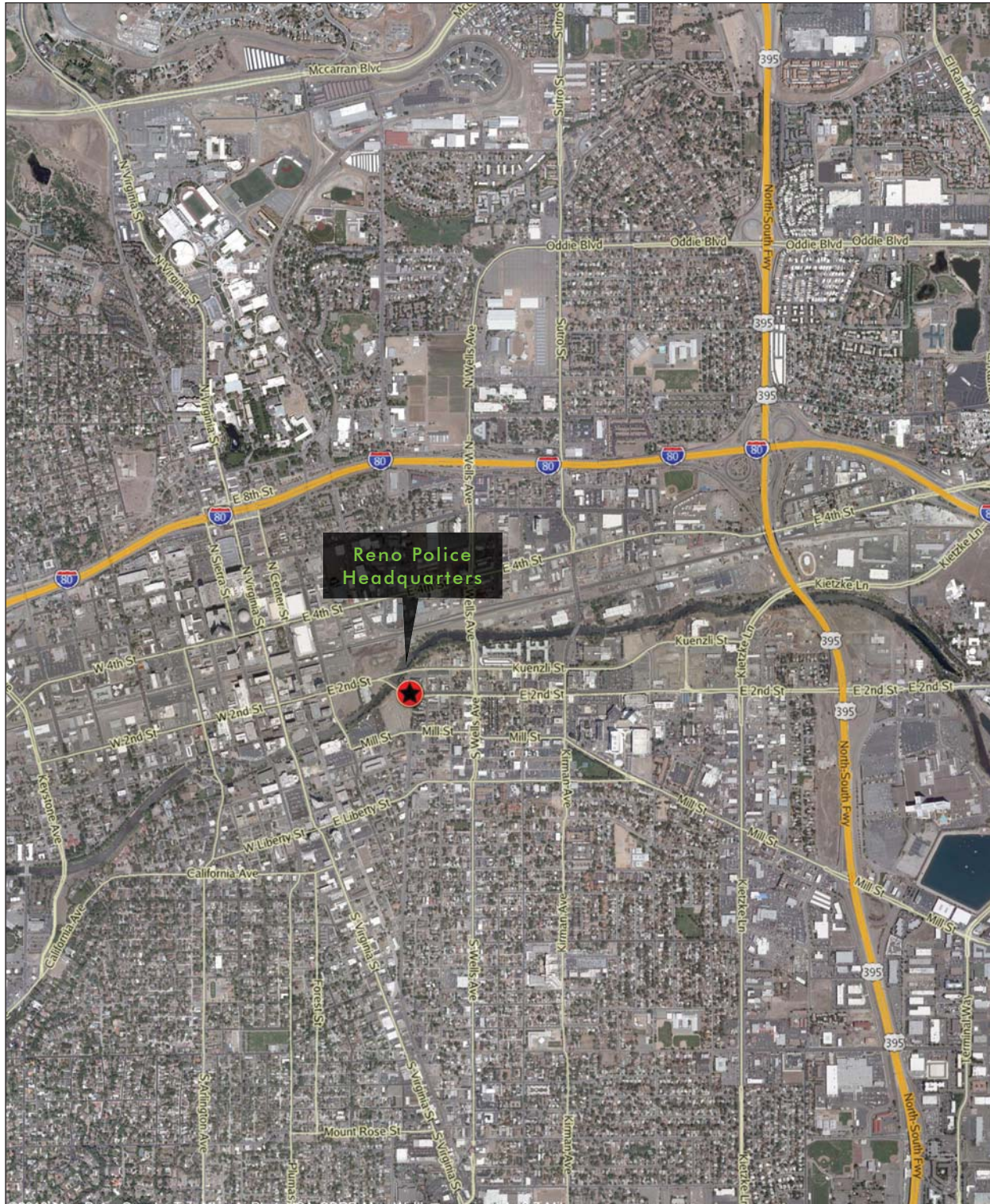


2. Subject Property



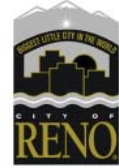


2. Subject Property



The current site is located in Downtown Reno, with close access to both U.S. Highway 395 and Interstate 80.





3. Scope of Services

Simultaneously with this request, the City will consider offers to sell or trade the existing headquarters facility to reduce the overall project cost for the City of Reno Police Department (RPD). Accordingly, the City will consider proposals from interested offerors for the following:

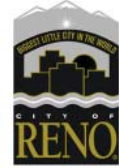
1. Solely for the relocation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet, or
2. Relocation and consolidation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet and an additional 63,253 to 74,513 square feet for evidence storage and warehouse space.
3. Solely for the acquisition of the existing RPD headquarters building and land complex, or
4. For both the a) relocation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet and b) the acquisition of the existing RPD land and building complex.
5. For both the a) Relocation and consolidation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet and an additional 63,253 to 74,513 square feet for evidence storage and warehouse space and b) the acquisition of the existing RPD land and building complex.

Offerors may respond to any or all of the above options. Responses to the options should be separately delineated and compartmentalized.

The City reserves the right to remove the disposition of the existing RPD building and land from this procurement at any time in its sole discretion.

The City will weigh heavily the overall economic benefit to RPD that Offerors bring to their submission. Therefore, proposals should seek to aggressively provide optimal economics for the RPD relocation and/or acquisition of the existing RPD land and building complex as per the above options.

Offerors should anticipate that CBRE, Inc. will be compensated for the services provided to the City through the payment of a fair market commission by the Offeror. For the purposes of Offeror's submission, Offeror should consider that CBRE will be paid a market commission of total project cost on purchase and sale or build to suit. Total project cost equals the cost of acquisition plus any improvements to the facility provided by Offeror. If facility is provided by lease, said commission shall be equal to the fixed full service rental rate calculated over the term of lease to a maximum of fifteen (15) years. Said commission should be clearly described in all proposals submitted and a commission agreement will be approved by the City and attached to any purchase and sale or lease agreement entered into between the City and Offeror.



3. Scope of Services

The City and RPD will host a tour of the RPD facility (located at 455 East 2nd Street) on June 12, 2012 at 10 am. Please note, a valid drivers license is required to tour the facility. Immediately following the tour (at 11 am) the City and RPD will host a pre-proposal submission conference in the Conference Room at the RPD facility to answer any questions. Please indicate your interest in participating in the tour to the CBRE professional listed below:

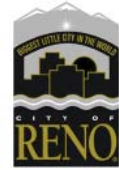
Aiman Noursoultanova
CBRE, Inc.
aiman.noursoultanova@cbre.com
775-823-6983

The City will accept questions from all interested respondents through June 15, 2012. Questions should be directed to the City's contract broker at CBRE – Aiman Noursoultanova, aiman.noursoultanova@cbre.com or 775-823-6983 – who will issue a response to all submitted questions by the close of business on June 22, 2012. RFP responses should be submitted no later than July 23, 2012 at 5 PM PST either via email to aiman.noursoultanova@cbre.com or at the CBRE offices at 6900 S. McCarran Blvd., Suite 3000 in Reno, Nevada.

This Request for Proposal contains a detailed program of requirements outlining the facility needs of RPD in Section 4 below.



City of Reno Police Headquarters Building at 455 East Second Street, Reno, NV



4. Project Summary

The following is the description of the current layout and size of the Police Department operations. This information is provided in order to help understand the requirement.

Reno Police Department Headquarters (RPDH). The current facility was built in 1947, and was originally designed and constructed to house a jail facility (located on the second floor). Over the years, numerous space plan remodel work has been implemented to improve the multiple changes in administrative procedures and space use needs. The following describes the current area use and distribution of square footage.

PLEASE NOTE: New proposed space does not need to follow the same format but will need to have accommodations or consideration for:

TOTAL SPACE: CURRENT USE VS. PROPOSED USE

CURRENT TOTAL USE	SQUARE FOOTAGE
Total Current Headquarters GSF	68,357 SF
Total Current Off-Site GSF	74,513 SF
Current Space Area Total for Comparison	142,870 SF

TOTAL PROPOSED USE	SQUARE FOOTAGE
Total estimated program square footage to fulfill needs (most efficient)	57,050 SF
Total off-site program space to fulfill space requirements	63,253 SF
Proposed area total consolidation	120,303 SF



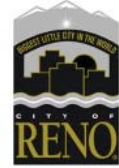
4. Project Summary

BASEMENT LEVEL CURRENT USE AND SPACE ALLOCATION

BASEMENT LEVEL CURRENT USE AND SPACE ALLOCATION	SQUARE FOOTAGE
Administrative supplies and receiving	1,200 SF
Women's Locker Room/Restroom	800 SF
Men's Locker Room/Restroom	2,900 SF
Officer Intake and Evidence Lockers	320 SF
Evidence	2,500 SF
Patrol	1,230 SF
SWAT Storage	150 SF
Janitor Closet Maintenance Office	300 SF

FIRST FLOOR CURRENT USE AND SPACE ALLOCATION

- 1. Administration - 4,870 sq. ft.**
 This area serves Chief of Police office, Assistant Chief's office, (2) separate Commander offices, Deputy Chief office, (2) administrative offices, 2 secretary/reception spaces, Copy Room, Payroll office, Legal Advisor office, and Conference room for 14.
- 2. Detectives - 6,400 sq. ft.**
 This area serves the Detective Staff with support spaces. Spaces included are (32) Open office cubicles @ 6'x6', a conference room for 15 (RPD needs this room to serve 30 occupants), (3) Interview rooms, Reception, Video Equipment room, Lieutenant in Charge of Detectives, (6) 6'x6' workstations, (2) storage rooms, office for (2) desks, Small Conference room, and a Victim Interview Room.
- 3. Patrol – 1,050 sq. ft.**
 This area serves Patrol Sergeants and Patrol Lieutenants. Actual program requirements are 6 workstations for the Lieutenants and 7 workstations for the Sergeants.
- 4. Workcard Records - 860 sq. ft.**
 Meets size requirements. Ideal next to Lobby. This area serves the Work Records functions with a supply closet, (1) office for Records Supervisor, (4) workstations, and a Copy/Fingerprint/Photo work area with waiting chairs.
- 5. Records. Existing - 2,500 sq. ft.**
 This are serves the functions for Records including (15) open workstations, Cash Register area, Imaging, File storage, Supply room/closet, (1) office with



4. Project Summary

one desk, and (1) office with 3 workstations. Suggested program space size 2,500 sq. ft.

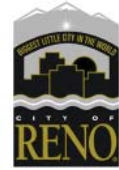
6. **Lobby and Reception – 1,100 sq. ft.**
This area currently seats 12 for waiting and provides a conservative space for (2) reception staff. There is a need for more reception space and a better overall waiting space.
7. **Patrol Briefing and Patrol Reporting – 1,900 sq. ft.**
This area currently provides for 45 patrol officers. Both Briefing and Reporting needs more space.

SECOND FLOOR CURRENT USE AND SPACE ALLOCATION

1. **Traffic Division - 2,600 sq. ft.**
2. **Family & Sex Crimes Unit - 2,900 sq. ft.**
This space serves the administration of family and sex crimes and includes (1) office for the Victim Advocate, (1) office for the Sergeant, a Breakroom, File Storage, and shared use of Interview rooms with the Traffic Division. Added space is required for (2) additional offices and a Children’s Waiting Area.
3. **Remaining original Jail area**

A proposed design should accommodate the following:

SPACE USE	PROPOSED SQUARE FOOTAGE	CURRENT SQUARE FOOTAGE
Gymnasium and Aerobics	1,650 SF	2,600 SF
Dictation and Report Writing	100 SF	170 SF
PTO Office	300 SF	350 SF
IT Office	140 SF	140 SF
IT Support Space & Storage	500 SF	500 SF
Explorers Office & Storage	150 SF	150 SF
Field Force Storage	120 SF	120 SF
Detective Fraud Computer Lab	250 SF	250 SF
Detective Storage	270 SF	270 SF
MAIT Storage	100 SF	100 SF
SWAT Storage	230 SF	230 SF
Gun/Weapon Storage	600 SF	945 SF
Bike Maintenance Room	300 SF	400 SF
Robbery Homicide Storage	330 SF	330 SF



4. Project Summary

THIRD FLOOR CURRENT USE AND SPACE ALLOCATION

1. Regional Street Crimes Unit – 2,670 sq. ft.

PROPOSED SPACE USE	SQUARE FOOTAGE
Open office (11 cubicles 6'x6' each) w/ walking area and file storage 1	500 sq. ft.
(1) Lieutenant Office	120 sq. ft.
(1) office for two desks	200 sq. ft.
Secretary	80 sq. ft.
2 cubicles for Interdiction	120 sq. ft.
Sex Offender Notification Unit (SONU)	250 sq. ft.
Repeat Offender Program	400 sq. ft.
TOTAL	2,670 sq. ft.

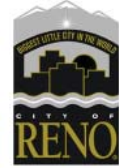
2. Regional Gang Unit - 2,100 sq. ft.

PROPOSED SPACE USE	SQUARE FOOTAGE
Open office (12 cubicles 6'x6' each) w/ walking area and file storage	500 sq. ft.
(1) Lieutenant Office	120 sq. ft.
(1) office for two desks	200 sq. ft.
Secretary	80 sq. ft.
2 cubicles for Interdiction	120 sq. ft.
Graffiti Abatement (2) desks	80 sq. ft.
TOTAL	2,100 sq. ft.

3. Regional Conference and Interview spaces - 850 sq. ft.

This space does not exist in the form required. An efficient layout for these spaces will be easily provided.

PROPOSED SPACE USE	SQUARE FOOTAGE
Conference Room for (30) People	600 sq. ft.
(1) Interview Room	140 sq. ft.
(1) Breakroom	110 sq. ft.
TOTAL	850 sq. ft.



4. Project Summary

RENO POLICE DEPARTMENT HEADQUARTERS (RPDH) PARKING REQUIREMENTS

Parking Required:

- 200 Secured
- 35 Motorcycle Spaces Covered Motorpool
- 35 Customer Spaces

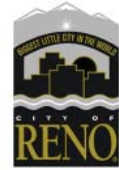
OFF SITE CURRENT SPACE USE

1. Sex Crimes Unit @ Washoe County Property (6 Detectives + 1 Sergeant) - 580 SF (Estimated)
2. Keystone Evidence Storage Facility - 32,821 SF
3. Vine Street Evidence Storage Facility - 35,992 SF

VINE STREET EVIDENCE STORAGE FACILITY	PROPOSED SQUARE FOOTAGE	CURRENT SQUARE FOOTAGE
Interior Vehicle Evidence Storage	12,312 SF	12,312 SF
Exterior Vehicle Evidence Storage	13,000 SF	23,680 SF
Total Proposed SF	25,312 SF	35,992 SF

4. Washington Street Graffiti and SWAT Warehouse Storage Facility - 5,120 SF

Total Off Site SF.....74,513 SF



5. RFP Response Outline

City of Reno Police Department RFP

BUILDING AND PROPERTY INFORMATION

Building: Please provide building name and address. Please provide the existing phone number and the contact information for the telecommunications carrier that would serve the property. Confirm the property is not located in the 100 or 500 year flood plain.

Landlord: Please provide owner/developer name, legal entity (corporation, partnership etc.) that owns real estate and has the authority and/or holds title to Property.

Property Manager: Please provide property manager name and contact information for the individual that would be the point person on all issues associated with the occupancy.

Premises: APN, size.

Offerors may respond to any or all of the stipulated options. Responses to the options should be separately delineated and compartmentalized. Please outline the terms pertaining to the following options in a separate document:

1. Solely for the relocation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet, or
2. Relocation and consolidation of the RPD administration headquarters of approximately 57,050 to 68,357 square feet and an additional 63,253 to 74,513 square feet for evidence storage and warehouse space.
3. Solely for the acquisition of the existing RPD headquarters building and land complex, or
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