

**LEASING SPACE FOR FIRING RANGE WANTED:
Troop B Headquarters, SP Ray Brook, Essex and Franklin County, New York**

Project Overview

The State of New York, Division of State Police (DSP) is seeking proposals from qualified landlords interested in entering into a five (5) year lease agreement with potential five (5) year renewal(s). The Firing Range would have to be located in Essex or Franklin Counties, the Range should be located within forty-five (45) miles of Troop B Headquarters/SP Ray Brook to be a qualified location. This Range will be used for annual Spring and Fall Pistol, Shotgun and Rifle qualifications, as well as three (3) Rifle Schools, each one (1) week long, with some nighttime shooting on the final evening, during the Summer. The Range should have sixteen (16) firing lanes, each four (4) feet wide and one-hundred (100) yards long. The Target line should have six-by-six (6x6) inch posts in the ground every eight (8) feet on center, two-by-six (2x6) inch stringers on the top and bottom four (4) feet apart for plywood to be screwed to the face. There should be an earth berm approximately ten (10) yards behind the target line twenty-five (25) feet high. There should be a Range building within sight of the Range. The building should be at least twenty-by-thirty-two (20x32) feet in dimension for a classroom, shelter during inclement weather and storage of Range equipment. The building should have light fixtures and the ability to be heated. The Range should have a parking area near the Range building for approximately twenty-five (25) vehicles and should be fenced in with appropriate signage to keep unauthorized personnel from walking onto the premises. The Range must comply with all applicable local, State and Federal requirements and regulations.

Build-out Requirements

Consideration will be given to new construction and existing structures that offer space which will be delivered for occupancy on a turn-key basis including, but not limited to, classroom space, miscellaneous storage room/s, off street parking for approximately twenty-five (25) vehicles. No specific floor Plan is being provided as part of this Request For Information (RFI).

Executive Orders

- **Executive Order 111** State Entities procuring leased space to fulfill their mandated program responsibilities are directed, to the best of their ability, to incorporate energy-efficient design, operations, and management practices, in any space they lease from private Landlords.

Terms

Proposals should be for a term of five (5) years. Proposed base rental rates shall reflect the cost of a "turnkey" lease and shall include: base taxes, repair and maintenance to the demised premises (including normal wear and tear) through the term and on-site parking for twenty-five (25) fleet vehicles; terms and availability of any additional parking available to the Tenant should be noted on the Business Terms Sheet.

Eligibility/Qualifications/Requirements/Preferences

Proposals should include only sites within the geographic location described above. Submissions will be accepted, in writing, only from developers with site control, property owners or their exclusive agents. The Superintendent of State Police at his sole discretion may reject any or all submissions. NYS Finance Law Sections 139-j and 139-k imposes certain restrictions on communications between an Offerer and the State during the procurement process. An Offerer is restricted from making contact to anyone other than designated staff: Sergeant Colleen Johnson, Administration or Sergeant Joseph Choiniere, Administration

from the date of the issuance of this notification through final award and approval of the lease by the Office of the State Comptroller (“restricted period”).

Some major factors in determining a potential lease location are fair market value, overall move costs, equitable lease terms and targeted occupancy dates. **Cost considerations, however, are of the utmost importance.** Accordingly, DSP is looking for Landlords to advance creative proposals for reducing costs and streamlining of operations in Leased Spaces.

Proposals must include a completed copy of the documents listed below:

Required: (All forms marked “Required” must be submitted with the proposal).

- OGS Contractor/Vendor Obligations Under State Finance Law Sections 139-j and 139-k Form
- Landlord Disclosure Sheet
- Business Terms Sheet
- Building Information Review List

Other Documents: (The following documents are provided for informational purposes).

- NYSP Boilerplate Lease
- Material Specifications for Leased Facilities
- Appendix A (October 2019)

The above listed documents are available on the New York State Police website http://troopers.ny.gov/Procurement/Contracts_and_Building_Leases/. All documents will be forwarded electronically. A valid e-mail address must be provided. Qualified respondents will receive a more detailed request for information package.

PROPOSAL DUE DATE AND CONTACT INFORMATION

Proposal due date: January 17, 2020

On or before the due date, send two (2) copies of your proposal to:

New York State Police – Administration
Building 22
1220 Washington Avenue
Albany, New York 12226-2252

e-mail NYSP.RFI@troopers.ny.gov

Facsimile (518) 485-5051, *Phone* (518) 457-6621