

**ATTACHMENT 2:
OFFER FORM, OF-2**

Total Contract cost for accomplishing the development and delivery of the services	\$ _____ Total
Contract period:	_____ to _____

COMPENSATION BREAKDOWN

1. Leasing Commission Rates

a. New Lessees

Term	Rate
3 years or more	
More than 1 year, up to 3 years	
One year or less	

b. Existing Lessee-renewal

Extension Term	Rate
3 years or more	
1 year, up to 3 years	
One year or less	

2. Property Management Fees

Management Fee Item	Amount
Manager monthly fee, plus general excise tax (excluding fee on any security deposits, late fees, interest and past due rent)	
Manager fee for review and/or supervision of alterations and/or improvements requested or performed by the Tenants (in absence of a construction manager retained by the Owner) if the cost of such work is \$25,000 or less.	

Management Fee Item	Amount
Manager fee for review and/or supervision of alterations and/or improvements requested or performed by the Tenants (in the absence of a construction manager retained by the Owner) if the cost of such work is over \$25,000.	
Manager fee to perform due diligence services in the sale or other disposition of the Property by the Owner or for the purpose of the Owner obtaining financing, other than providing standard financial, accounting and other reports.	

3. OPTION – Parcel E Property Management Fee

Management Fee Item	Amount
Manager monthly fee, plus general excise tax (excluding fee on any security deposits, late fees, interest and past due rent)	
Manager fee for review and/or supervision of alterations and/or improvements requested or performed by the Tenants (in absence of a construction manager retained by the Owner) if the cost of such work is \$25,000 or less.	
Manager fee for review and/or supervision of alterations and/or improvements requested or performed by the Tenants (in the absence of a construction manager retained by the Owner) if the cost of such work is over \$25,000.	
Manager fee to perform due diligence services in the sale or other disposition of the Property by the Owner or for the purpose of the Owner obtaining financing, other than providing standard financial, accounting and other reports.	

Note: Pricing shall include labor, materials, supplies, all applicable taxes, and any other costs incurred to provide the specified services.

The Contract for the proposed services may be extended without the necessity of re-soliciting or solicitation, subject to appropriation and availability of funds to the OHA, continued need for the services, and the OHA's determination of satisfactory performance of the contracted organization, or unless this Contract is terminated. The option to extend the service shall be offered in writing by the OHA prior to the expiration of the Contract. No Contract or amendment to a Contract shall be binding upon the OHA until the Contract has been fully and properly executed by all parties thereto prior to the start date of the Contract. The contracted organization shall not provide any services until the Contract is fully and properly executed.

Offeror

Name of Company