

# ***Headquarters U.S. Air Force***

---

*Integrity - Service - Excellence*

## **Kirtland AFB EUL**



**Solicitation Process  
Warren Durbin  
January 17<sup>th</sup>, 2007**

**U.S. AIR FORCE**

---



**U.S. AIR FORCE**

---

# ***Overview***

- **Jones Lang LaSalle's Role**
- **RFQ Process**
- **RFQ Overview**
- **RFQ Instructions to Offerors**
- **RFQ Basis of Selection**
- **HRO Exclusive Negotiations**

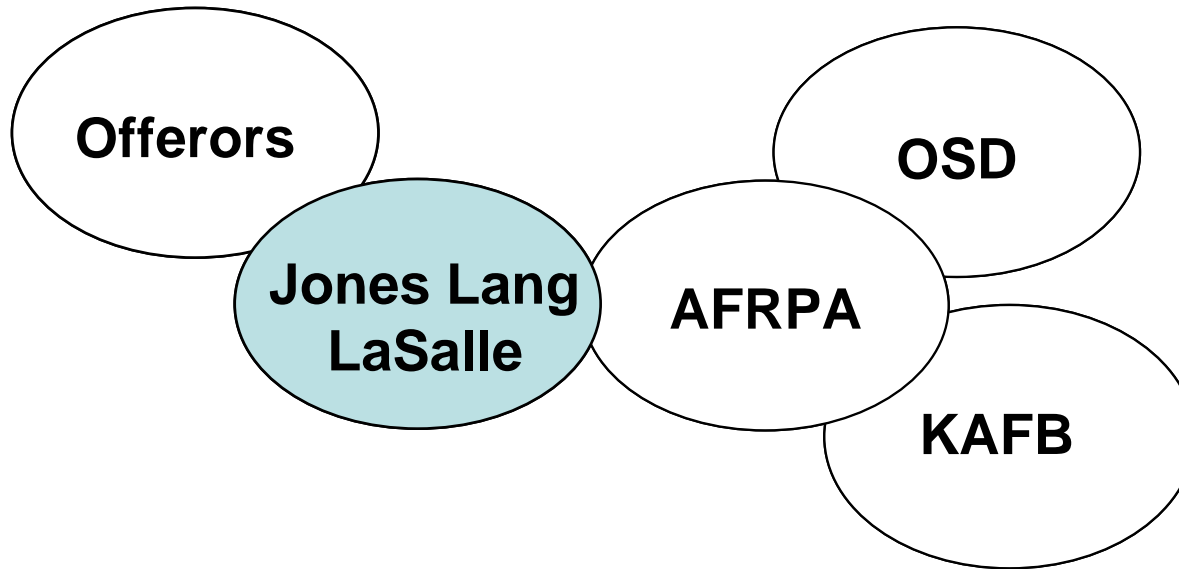
---

*Integrity - Service - Excellence*



U.S. AIR FORCE

# *Jones Lang LaSalle's Role: Relationships*



- Lead Project Definition
- Prepare Statement of Need and Request for Qualifications
- Manage Solicitation Process
- Evaluate and Recommend

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

---

# ***RFQ Process***

- **RFQ Release – Late January**  
↓
- **Proposal Submittal – Early March**  
↓
- **Oral Presentations – Early April**  
↓
- **HRO Selection – Mid-April**  
↓
- **HRO Creates Business and Leasing Plan for Government Review – May & June**  
↓
- **Negotiate Terms – July & August**  
↓
- **Transaction Closing – September**

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

---

# ***RFQ Overview***

- **Statement of Need posted at: [www.jllpress.com](http://www.jllpress.com)**
- **Seven Sections and 14 Appendices**
  - **Section 1.0: Executive Summary**
  - **Section 2.0: Existing Conditions**
  - **Section 3.0: Project Requirements**
  - **Section 4.0: Instructions to Offerors**
  - **Section 5.0: Basis of Selection**
  - **Section 6.0: Highest Ranked Offeror Exclusive Negotiations**
  - **Section 7.0: Reference Sources and Points of Contact**

---

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

# **Section 4.0**

## ***Instructions to Offerors***

---

- **Submittal Requirements**
  - **Volume I: Project Concept**
    - **Part A: Business Plan**
    - **Part B: Development Plan**
    - **Part C: Property Management Plan**
  - **Volume II: Qualifications**
  - **Volume III: Past Performance**

---

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

# **Section 4.0**

## ***Instructions to Offerors***

---

### **■ Submittal Guidance**

- Deadline is 30 business days from release of Solicitation**
- Late submittals will be declined**
- Emphasize content over “gloss”**
- Comply with page limits**
- Clearly identify roles of team members**
- Provide thorough qualifications and experience information for each team member**
- Past Performance surveys are critical**

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

## **Section 5.0**

### ***Basis of Selection***

---

- **Selection of Highest Ranked Offeror (HRO)**
  - **Factor 1: Business Plan**
    - **Subfactor 1.1: Project Financing Strategy and Approach**
      - Financing Strategy, Timing of Execution
    - **Subfactor 1.2: Project Financial Viability and Sustainability**
      - Financial Pro Forma, Financial Sustainability
  - **Factor 2: Development Plan**
    - **Subfactor 2.1: Development Management Approach**
      - Organization, Experience and Execution
    - **Subfactor 2.2: Project Concept**
      - Project Scope, Timeline, Conceptual Phasing

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

# **Section 5.0**

## ***Basis of Selection***

---

- **Selection of Highest Ranked Offeror**
  - **Factor 3: Property Management Plan**
    - **Subfactor 3.1: Property Management Approach**
    - **Subfactor 3.2: Property Operations and Maintenance Strategy**
  - **Factor 4: Qualifications**
    - **Subfactor 4.1: Financial Capabilities**
    - **Subfactor 4.2: Organizational Capability**
  - **Factor 5: Past Performance**
    - **Financial, Development, Property Management**

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

## ***Section 5.0***

### ***Basis of Selection***

---

- **Selection of Highest Ranked Offeror**
  - **Most advantageous proposal based upon an integrated assessment of the evaluation factors and subfactors**
  - **Factor Weighting**
    - **All Factors are of equal importance**
    - **Subfactors within factors are of equal importance**
  - **Ratings at Subfactor Level**
    - **Color and risk ratings for subfactors within Factors 1 – 3**
    - **Qualification rating for Factor 4**
    - **Confidence assessment rating for Factor 5**

---

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

# ***Section 5.0***

## ***Basis of Selection***

---

### **■ Selection of HRO**

#### **■ HRO Ranking**

- Unqualified Offerors not eligible**
- A Red color rating (“Unacceptable”) is a disqualifier**
- Government reserves right to exclude any Offeror rated “Little Confidence” or “No Confidence”**

#### **■ Oral Presentation**

- Offerors may be required to make oral presentations after submittal of written proposals to exhibit their understanding of the RFQ requirements**

---

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

---

# ***Oral Presentations***

- **Offerors present summary of proposal**
- **Q&A session to follow**
  - **Advance questions from Government**
  - **Government's questions from presentation**
- **Written responses to questions (posed as follow-up Evaluation Notices) will be evaluated**

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

# ***Section 6.0***

## ***HRO Exclusive Negotiations***

---

- **Phase III: Project Negotiation and Closing**
  - **Enter Lease Negotiations**
  - **Finalize Business and Leasing Plan**
  - **Obtain Air Force Lease Approval**

---

*Integrity - Service - Excellence*



**U.S. AIR FORCE**

# **Section 6.0**

## **HRO Exclusive Negotiations**

---

- **Strategy**
  - 60 Days to reach agreement on all material terms and conditions to be included in the final Project Documents
  - If agreement is not reached, proceed to 2<sup>nd</sup> HRO
- **Legal Documentation**
  - EUL Handbook contains sample ground lease and is available on AFRPA website (<http://www.afrpa.hq.af.mil>)
  - Government intends to close transaction on these terms
- **Financial and Business Plans**
  - Prepared by HRO and reviewed by Government / PRESS Contractor throughout the closing process

---

*Integrity - Service - Excellence*



U.S. AIR FORCE

## ***Section 6.0***

### ***HRO Exclusive Negotiations***

---

- **HRO Responsibilities**
  - **Work toward finalizing the Business and Leasing Plan and any environmental documentation**
  - **Negotiate with utility suppliers**
  - **Complete financing due diligence**
  - **Reach agreement with the government regarding all aspects of the transaction**

---

*Integrity - Service - Excellence*

# ***Headquarters U.S. Air Force***

---

*Integrity - Service - Excellence*

## **Kirtland AFB EUL**



**Solicitation Process  
Warren Durbin  
January 17<sup>th</sup>, 2007**

**U.S. AIR FORCE**

---