



UCSF Mission Bay – Space for Lease Mission Hall Café Q&A

June 13, 2014

Lease, Rent, & Other Costs

1. What is the cost of rent, % rent, and Common Area Maintenance (CAM)?

Answer: Rent is \$48 per square foot per year industrial gross. Percentage rent or commission rent will be negotiated. Tenant pays for utilities, taxes, insurance and a % share of CAM charges over the base year. Rent includes the cost of heating and cooling in the space.

2. Is the “Market rent/commission” described on page 7, section 4.c. of the document provided a biddable component of the prospective provider’s financial proposal?

Answer: Rent is approximately \$48 per square foot per year. Commission will be negotiated; therefore a biddable component.

3. On the top of page 11 of the provided document, there is a “grid” with “Details required” of Total Gross Revenue (US\$MM), Total Income (US \$MM). Please confirm that the figures to provide for this grid are to be for the bidder’s company, and not projections for the Mission Hall location.

Answer: Please provide this for the bidder’s company.

4. Please describe and/or outline the format the University wishes to see with regards to projected capital investment, commissions, fees, etc.

Answer: The University is only looking for basic information to determine if the investment versus sales or expenses versus revenues are reasonable projections. Ideally a budget should be prepared, something similar to a submittal to a bank for a loan to support your business.

5. How big is the space?

Answer: 3,019 square feet.

6. What is the population of the building?

Answer: There will be approximately 1,500 people working in the building with a current population of 4,000+ at the Mission Bay Campus, and that number is expected to double by 2015 to 9,600+. This does not include transient population such as Conference Center occupants, Fitness Center users, and hospital patients.

7. Does UCSF do leases longer than 10 years?

Answer: No.

8. Is it a strict lease or commission based?

Answer: The lease is commission based.



9. What is rent for the kiosk? Is the kiosk stationary or to be stored? Will there be any improvements other than the utility stub?

Answer: Kiosk sales will be commissionable as outlined in base lease. There will be no additional improvements other than the utility stubbed to kiosk location. The kiosk design will need to be approved by the Campus Architect.

10. What is the average cost per square foot at Mission Bay?

Answer: There is not an average cost per square foot available for food service space. Retail tenants pay for own tenant improvements.

11. Is there an estimated projection of Annual Revenues?

Answer: No. However, Mission Hall will be a densely populated building with nearly 1,500 occupants; additionally, when the new Medical Center opens in February 2015, the population at the Mission Bay campus is expected to more than double to 9,600+.

12. Would the lessee be required to pay any rent or usage charge for outdoor space?

Answer: Kiosk sales will be commissionable as outlined in base lease. At this time there is no additional "usage charge." We will ask the vendor to keep the area clean of food/beverage debris from their customers who utilize the space.

13. What is the role of the UCSF assigned Project Manager? How much will that cost the vendor?

Answer: Retail Services will pay for a UCSF Project Manager to oversee logistics and compliancy associated with the design review and construction build out of the space. This includes but is not limited to the following: State Fire Marshal plan review, Fire Life Safety drawings, utility shut downs, UCSF permits/inspection.

Note: The vendor is responsible for SFDPH inspection(s) and permit(s) as it relates to food service.

Landlord/Tenant Relations

14. What is the role of UCSF Retail Services and Real Estate Services? Is there a difference?

Answer: Real Estate Services (RES) is responsible for all UCSF campus real estate development and support service activities; RES develops the leases and terms. Retail Services manages vendor relations at UCSF campus locations and will serve as your landlord/property manager; this includes but is not subject to the following: collecting rent, generating invoices, ensuring applicable permits are current, handling requests for facilities repairs/upgrades, marketing and promotions, retail promotions (Smart Choice, FastPay, BYOC, Going Greener, Bear Hugs.)

Facilities/Construction

15. Are there common toilet facilities that the restaurant can share, or is it a requirement that the operator provide facilities within the premises?

Answer: Yes, there are restrooms adjacent to the café space. Additionally, the cafe space has stubouts (water and sewer) for restrooms to be built. Tenant should confirm code requirements for locations of restroom with SFDPH.



16. Is outdoor seating permitted? If so, would such outdoor dining space be exclusive to the use of the restaurant?

Answer: *There will be a garden pavilion with benches and outdoor seating in the courtyard next to the café space, but this will NOT be exclusive to just the café.*

17. Will outside bistro tables be provided by the University or the vendor?

Answer: *All exterior furniture will be provided. In addition, no additional furniture may be added without prior written consent from UCSF.*

18. Will exterior lighting be allowed for overhang on the front windows of the café?

Answer: *Lighting is already installed.*

19. Will UCSF provide any tenant improvement allowance?

Answer: *No.*

20. Are there classrooms/meeting rooms on other floors of the building for catering purposes?

Answer: *There will be a Teaching and Learning Center on the 1st floor. In addition, there are conference rooms on all floors that may request catering for large meetings. Please see attached floor plans.*

21. Is there storage?

Answer: *No, however, any storage should be built within the space requirements.*

22. How does gas and power work?

Answer: *Stubbed to the premises, there are separate meters for both gas and power.*

23. What is the floor made of? What types of pipes and ducts will be run underneath the floors?

Answer: *The floor is a raised floor panel made of steel filled with lightweight concrete. There is not much underneath, but whatever is needed, is made to be accessible (i.e. the water line feeding the coffee cart runs under the raised floor). The vendor would need to install a flooring material that allows easy access or install access doors in strategic locations.*

24. How will weight of the equipment affect the 2 ft. raised floor? What is the weight capacity?

Answer: *The access floor is made up of cantilever pedestals that are capable of resisting seismic loads for its own self-weight plus 50 psf of equipment provided the equipment is not fastened to the floor. If equipment needs to be fastened to the floor or if the weight of the equipment over a reasonable tributary area exceeds 50 psf, an independent lateral bracing system should be used for that equipment. For gravity loads, it was designed for 100 psf live load or a 2000 lb concentrated load spread over 2.5'x2.5'. That area has a ConCore CC1000 panel, which is capable of supporting a concentrated load of 1000 lbs over a one square inch at any location on the panel.*



25. Are the floors laterally braced?

Answer: Yes.

26. How does security for the building work? What are their hours of operation?

Answer: *There is a guard on duty 24/7. The door between the Café and the Building has card readers and can be locked with card access only. Since the general public could access the Café and then into the building, we will need to work with the vendor to see what works the best. All UC employees have key cards and can access the door when it is programmed to require a card.*

Operations

27. Are alcoholic beverages permitted?

Answer: *Vendor may apply for a license through the State of California Department of Alcohol Beverage Control for a beer and wine license.*

28. How can the definition of Sustainability for UCSF be found?

Answer: *For the overall UCSF Campus Sustainability awareness program, please visit: <http://sustainability.ucsf.edu/>. For food sustainability, please visit: http://sustainability.ucsf.edu/what_ucsf_is_doing_2#food*

29. Regarding Attachment C. UCSF Smoke-Free Workplace: are vendors required to follow this policy or just UCSF employees?

Answer: *Vendors, UCSF employees, and customers are subject to adhere to the University's Tobacco-Free and Smoke-Free policies.*

30. How does signage work for both outdoor and indoor?

Answer: *All signage should be included in your design package and is subject to approval by UCSF.*

31. Is the café accessible to everyone or just the building occupants?

Answer: *The café will be accessible to building occupants and the general public during its operating hours.*

32. Is there a loading dock? What size truck can be accommodated at the loading dock?

Answer: *There is not a loading dock but a loading area with a door height of 8'-10'. It would be best to unload at the curb and wheel in your items.*

33. Are compost, recycling, and garbage close by?

Answer: *Tenant will be required to have our "Going Greener" compost, recycling, and garbage receptacles with signage. Tenant will bring compost, recycling, and garbage to the building bins in the loading area for disposal.*



34. Is parking available?

Answer: There are two existing parking garages at Mission Bay, both charging hourly rates. The Owens St. garage is connected to the Rutter Center, and the 3rd street parking garage is around the corner from the Mission Hall building. Once the hospital opens, all street parking will be converted to meter parking. For more information about parking on campus visit the Transportation Services website:

http://campuslifeservices.ucsf.edu/transportation/services/parking/public_parking

35. Are hours flexible/what are the preferred operating hours? What are the hours of the building?

Answer: At this time, the building will be unlocked from 7 am – 7 pm. Required operating hours are Monday to Friday 8am to 5pm. Considering the close proximity to the hospital, the Mission Hall building hours may change.

36. Are there any financial overhead costs or fees to the America to Go program?

Answer: Yes, and costs are to be negotiated between the vendor and America to Go. For more information, please contact Audrey Emmer with America to Go (audrey.emmer@americatogo.com, (617) 314-6618).

37. In the event that your company uses an outside catering service or has its own program, can it be used in conjunction with America To Go?

Answer: Tenant will be required to join America to Go.

Miscellaneous

38. How many employees does UCSF have?

Answer: UCSF is currently San Francisco's second-largest employer with 21,900 employees.

39. Are the results of the neighborhood survey available for viewing?

Answer: Yes, the results are available on our website:

<http://www.campuslifeservices.ucsf.edu/retail/services/lease>

40. When is the rest of the construction at Mission Bay going to be completed?

Answer: The hospital will open in February 2015, and additional buildings will be built. However, there is no official timeline at this point.

41. How many total UCSF buildings are there at UCSF, and how many will be there be after all of the construction is completed?

Answer: There are 3 main locations that contribute to education, research, and patient care at UCSF: Parnassus, Mission Bay and Mt. Zion. Parnassus is the site for the main Medical Center and holds four schools—dentistry, medicine, nursing, and pharmacy—and the Graduate Division. The Mission Bay campus has 9 remarkable facilities and programs on 43 acres with the addition of the new UCSF Medical Center opening in February 2015. Total existing square footage at Mission Bay is 1.95M sf, and the total planned is 2.65M sf. Various major programs and departments are located at 19 other UCSF-owned or UCSF-leased sites across the city including affiliations with other hospitals such as San Francisco General Hospital and J. David Gladstone Institutes.



42. What will occupy the adjacent space next to the building on the corner of 16th and 3rd St.?

Answer: *To be determined.*

43. How does housing work at UCSF? Is there low-income housing?

Answer: *Only UCSF students, post-docs, residents, clinical fellows, and faculty are eligible for on campus housing. If you would like more information, please see Housing Services at Mission Bay or visit: <http://campusliveservices.ucsf.edu/housing/>*

44. Is there a grocery store on campus and/or are there plans to do so?

Answer: *Mission Bay does not have a grocery store, but at this time, we are looking into having a convenience store or a self-service kiosk placed on campus.*

45. As a medical sciences institution, do you vet healthy food choice vendors?

Answer: *UCSF is entirely dedicated to advancing health worldwide with the belief that a healthy environment leads to a sustainable future. Retail Services is committed to working with our vendors to establish best practices related to sustainability, including but not limited to participation in our Smart Choice program, which are in direct alignment with the UC Sustainable Food Service Practice Guidelines.*



Mission Hall Café
Room 1600 Future Retail 2 (café – approx. 3019 sq. ft.)
Design Considerations and Requirements

Mechanical and Plumbing:

- two taps off the SS5 UF supply plenum for future duct sox distribution (3000cfm cooling /ventilation air per area; future transfer may be required depending on café design)
- grease duct connection to EF-5, max 3200cfm (Type I Hood)
- 2-1/2" DCW connection, with separate water meter
- 3/4" DCW; courtyard coffee cart
- 2" NG connection (low pressure, max 750 CFH), separate gas meter
- 1" HHWS/R connection (50 BTU per sq. ft. heating)
- three 4" grease waste connections
- two 4" SS connections
- stubouts (water and sewer) for the two future restrooms
- exhaust shaft connection to EF-6, 480cfm; future retail restroom exhaust

Electrical:

- Lighting. We are providing egress lighting and exit signs.
- Power. We are providing a metered circuit breaker in the main switchboard with a 200A 277/480V feed to the space terminating at a fused disconnect located on the wall near gridline D.5 & 7.5.
- Telephone. We have a 25 pair copper cable under the floor coiled up, terminated & tested.

Raised Floor System:

- The raised floor system allows for distribution of utilities and air distribution throughout the space. Special consideration is required for cleanliness and dryness of plenum space.
- Kitchen area floor surface material should be impervious to water intrusion, and all air outlets into space should be extended above floor level.
- Examples include quarry tile above a waterproof barrier and cement board underlayment.

Building Information Model (BIM):

- Architectural and structural building model will be provided in Autodesk Revit 2013 (.rvt) format. Full building model including M/E/P/FP systems will be provided in Autodesk Navisworks (.nwd) format.

Air Balance and HVAC system commissioning requirements:

- BMS Control commissioning – Local HVAC Control (thermostats) leak detection for UFT's and valve control on UFT's. Pharmacy has a BMS panel located in the space. Café is adjacent to the BMS room and would need to be wired back to this room.
- Testing and commissioning of the electrical system
- Lighting Control commissioning
- Fire Life Safety – Any added horn strobes or pull stations
- Fire Life Safety of Grease Hood and Fire Suppression System

1 1.5 2 3 4 5 6 7 8 9



- ROOM TYPES**
- BREAK-OUT SPACE
 - CENTRAL MAIL
 - CENTRAL SUPPLY
 - ETS SUPPORT
 - FURNITURE STORAGE
 - FUTURE RETAIL 1
 - FUTURE RETAIL 2
 - LARGE CLASSROOM
 - LC QUIET STUDY AREA
 - LC STUDENT RESOURCE CENTER
 - LC STUDY AREA
 - LOADING AREA
 - MED CLASSROOM
 - PRE-FUNCTION SPACE
 - SMALL CLASSROOM
 - STORAGE
 - VENDING

A
B
C
D
E
E.6
E.8
F
F.1
F.3
G
H

4.6



- ASF CIRCULATION
- AV SUPPORT
- BREAK-OUT SPACE
- CONFERENCE A
- CONFERENCE B
- CONFERENCE C
- CONFERENCE D
- FOCUS
- HUDDLE
- MAIL
- P/C/S/F
- PANTRY
- STORAGE

ROOM COUNTS			
WORKSTATIONS	p:	168	a: 168
HOTEL	p:	6	a: 6
FOCUS	p:	44	a: 45
HUDDLE	p:	9	a: 9
BREAKOUT	p:	6	a: 6