

Questions	Answers
Is there a contingency plan should the building not be erected within the agreed upon time?	The plan is to have students in the building by Fall 2023. It may take slightly longer for business partners to build-out spaces to be open to the public. There will be constant communication from FISD with future partners on progress of the facility in order to adjust timelines if necessary.
Will developer/FISD offer any TI incentives?	No tenant improvement incentives will be offered.
Will developer/FISD have preferred builders for any TI?	Tenant improvement plans, as well as contractors, must be approved by Forney ISD before appropriate permits are filed and work has begun.
Do you have more comprehensive drawings of the space to better understand the Licensee's built out capacity?	Yes. There are additional drawings and comprehensive plans that are accessible at www.forneyisd.net/OC .
What is licensee responsible for in the build out process?	Tenant is responsible for all build out of their space.
For the first floor non-eatery spaces (i.e. C1.20 and C1.21), will plumbing be accessible in case those businesses need to put in sinks, etc?	Yes, plumbing will be accessible to any non-eatery space that may need sinks, etc.
How will trash be managed?	Trash dumpsters will be available to all tenants at a centralized location outside of the building. Rolling trash bins will be provided to assist partners with transporting trash to the dumpsters each day.
How many restrooms will be available and will the Licensee be responsible for any bathroom maintenance?	The OC has two family restrooms, as well as three women's restrooms, and three men's restrooms with multiple stalls on the first floor. The partner is not responsible for any bathroom maintenance.
Is the annual license fee in addition to price per square foot rent rate? What other costs are required? Excluding the list of responsibilities for the coffee bar specifics.	No. The facility use fee is the price per square foot based upon the level of partnership agreed upon.
Will Licensees be allowed to use "The OC" branding for outside marketing/social media postings?	With prior approval, partners can use The OC branding for marketing and social media purposes and would be encouraged to do so.
Are there any unnoted desires from FISD for the coffee shop concept/programming specifically?	<p>FISD would prefer the coffee shop partner have a variety of offerings for students and community patrons (i.e. pastries, baked goods, breakfast items, non-coffee beverages).</p> <p>FISD would also like the coffee shop partner to have students involved in all aspects of the business.</p>
Sample Agreement 1.2.1: Will Licensee be able to tour the facility before signing agreement and accepting "as is"?	Since construction on The OC is not expected to be complete until the Fall of 2023, it is unlikely selected partners will have the opportunity to tour the facility prior to entering into a use agreement. Our current timeline is to enter into partner agreements in September of this year. The language in section 1.2.1 of the final License for Facility Use will be adjusted accordingly. Licensees would have access to the architect's plans and regular updates regarding progress. When possible, at the discretion of the construction manager, licensees will be provided guided tours of the site.
Sample Agreement 3.5: Define "minor"	Minor damages: Insignificant harm to the facility - scratches,

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Sample Agreement 4.1: As the business owner/Licensee, I cannot be at the premises 100% of the time. Is there an option to designate an additional employee/manager for the location who will comply with this requirement?	It is acceptable for a business partner's designated management staff to supervise staff and volunteers on site when the business owner or manager is not on premises.
Sample Agreement 6.2.1: "Any adjacent property" to mean Licensee space?	Forney ISD can remodel or renovate any space within The OC at any time. That could include partner spaces, but reasonable notification would be given if that were planned.
If we determined to partner at Level 3, would we be paying the practicum students as well as the employed students?	Employees of the partnership business are hired, scheduled and paid at the owner's discretion. Students enrolled in practicum classes are required to complete eight hours each week of experience and receive class credit.
Will rent be a % rent or a flat rent rate per square foot?	Flat rate
Are the hours of operation required open hours for the coffee shop area?	No; Responses to RFP should included proposed hours of operation.
Electrical buildout will be handled by your contractors but will we vendors have an opportunity to work with the architect or electrician to decide where plugs go or what voltage they will be (for example our espresso machine is 220v so It won't work with a standard 110 electrical outlet)	Detailed electrical plans will be shared with future business partners for advance planning purposes.
If we offered a scaled down lunch menu at the coffee shop too in addition to baked goods for breakfast, it would require a little more refrigeration and a spot for a few equipment pieces but it would help raise our ticket average and expose our student employees to more than just coffee. Are we able to customize that 1200 sqft a little more? Or are you/they wanting to stick with the layout I'm seeing on the plans?	The layout on the plans will remain the same. Additional self-serve refrigeration units could be incorporated into the retail area. There is a large storage and prep area in addition to a secondary serving window to the right of the main service counter.
Regarding the Level of Partnership Commitment- can you provide more specifics on what the time commitment would look like on Level 3. What the expectations would be for the business in relation to time commitment? Would the owner of the small business be required to be on site for all practicum or hands on training or can it be delegated to other qualified employees of the business?	It is acceptable for a business partner's designated management staff to supervise staff and volunteers on site when the business owner or manager is not on premises. A schedule would be determined by business owner for practicum students to get their hours in each week.
Internet is noted as being the responsibility of the Partner. It is something that would be potentially used by the student in hands on training and learning. Would they be using the same internet the business provides or something set up by the district for the facility?	Forney ISD students will have access to the district's wifi capabilities to access approved education resources. Businesses that require internet service for special programs or payment systems to conduct transactons need to have their own service. If there is a site that can be used by students for education and/or training, the district has a review process to submit for consideration.
Regarding the License for Facility Use: 3.1 This section refers to an Annual License Fee. Can you clarify what this is and is it the Facility Use fee or is it something different? If it is the Facility Use Fee, can you confirm that it would be required to be paid annually in advance versus a monthly fee?	The facility use fee or annual license fee, is the only fee required from our partners. Payment can be arranged monthly, or if the partner chooses payment may be paid quarterly, in advance of operation. The payment schedule can be determined in the final agreement.

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<p>Regarding the License for Facility Use: 3.3 Utilities: It is mentioned that it is included in the Use Fee but here notes that any overage is due to the District. How is that determined? Is each space on their own power? How would an overage of water be determined being a shared space?</p>	<p>Utilities are figured into the facility use fee that will be agreed upon in the final partnership agreement.</p>
<p>Regarding the License for Facility Use: 4.1 Regarding supervision of employees and volunteers- does direct supervision refer to a "supervisor" from the Licensee must be on duty at all times? For example- can an employee "close" the store in the evening or will the District require a supervisor to be there during all operating hours?</p>	<p>An owner, supervisor or manager should be available during pre-determined scheduled hours for practicum students. Other than those hours, the business is free to schedule employees as needed.</p>