

LEASE MARKET SURVEY FORM FOR EXISTING BUILDING

General Information					
City, State			Date of Survey		
Delineated Area Notes (Surrounding area – commercial, industrial, etc.)					
Attendees					
Agency Information					
Client Agency Name		Required ABOA SF (Range)		Type of Space	
Parking Requirements (if applicable)					
Surface:			Structured:		
Go/No-Go Criteria					
Building Information					
Building Name		Total # of Floors	Year Built	Year last renovated. What renovations?	
Building Address		Owner/Agent Name		Email/Phone Number	
What is the asking rental rate? NNN/MG/FS?			What rent concessions are being offered?		
Space Available (note location relative to grade)					
Floor #	SF Available	Floor Load	Ceiling Height	Windows in each bay	Column Spacing
	Indicate rsf or ABOA sf		Floor to Floor: _____ Floor to Ceiling: _____		
	Indicate rsf or ABOA sf		Floor to Floor: _____ Floor to Ceiling: _____		
	Indicate rsf or ABOA sf		Floor to Floor: _____ Floor to Ceiling: _____		
Parking Availability					
Reserved:		General Notes:			
Employee/Customer:					
Loading Dock/Area Notes			Describe On-Site Security Measures		
Drinking Fountain/Restroom Notes			Elevator (Including Freight) information such as # of passengers, dimensions of interior, door opening, and age.		
ABAAS (Handicap Accessibility) Notes					

FIRE PROTECTION AND LIFE SAFETY			
Exit Stairs			
<p style="text-align: center;">Questions are applicable only where offered space is located above or below the street floor.</p> <p>Is there a minimum of two exit stairs (either enclosed or exterior exit stairs) located on each floor where the offered space is located?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," this indicates a unacceptable building condition. In order to be eligible for award, the Offeror must submit a written commitment to correct prior to occupancy.</p> <p>Is there an interlocking or scissor stair located on the floor(s) where the offered space is located?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "Yes," go to the next question.</p> <p>Is there another enclosed or exterior exit stair other than the interlocking or scissor stair located on each floor where the offered space is located?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," this indicates a unacceptable building condition. In order to be eligible for award, the Offeror must submit a written commitment to correct prior to occupancy.</p> <p>Is there a fire escape located on the floor(s) where the offered space is located?* <input type="checkbox"/> Yes <input type="checkbox"/> No *A fire escape cannot be counted as one of the required minimum of two exit stairs (either enclosed or exterior exit stairs) located on each floor where the offered space is located.</p>			
Automatic Fire Sprinkler System			
<p>Is an automatic fire sprinkler system installed throughout the building? <input type="checkbox"/> Yes <input type="checkbox"/> No Is an automatic fire sprinkler system installed throughout the offered space? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Where offered space is located below grade, is the below grade space protected throughout by an automatic fire sprinkler system?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," Offeror must submit a written commitment with their offer to correct said deficiency prior to occupancy for the building to be eligible for award.</p> <p>Where offered space is located on the sixth floor or higher, is the building up to the highest Government occupancy protected throughout by an automatic fire sprinkler system?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," Offeror must submit a written commitment with their offer to correct said deficiency prior to occupancy for the building to be eligible for award.</p> <p>If an automatic sprinkler system is installed in the building, is the automatic fire sprinkler system being maintained? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
Fire Alarm System			
<p>Where offered space is located on the third floor or higher, is a fire alarm system installed in the building?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," Offeror must submit a written commitment with their offer to correct said deficiency prior to occupancy for the building to be eligible for award.</p> <p>If a fire alarm system is installed in the building, is the fire alarm control unit less than 25 years old?* <input type="checkbox"/> Yes <input type="checkbox"/> No *If the answer above is "No," Offeror must submit a written commitment with their offer to correct said deficiency prior to occupancy for the building to be eligible for award.</p> <p>If a fire alarm system is installed in the building, does the operation of the fire alarm system automatically notify the local fire department, a remote station or a UL listed central station? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If a fire alarm system is installed in the building, is the fire alarm system maintained? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>			
OBSERVATIONS AND ADDITIONAL NOTES			
Consensus on Capability			
<p>This building located at: 0</p> <p>_____ It meets or is capable of meeting the RLP standards and agency go/no-go criteria.</p> <p>_____ It does not meet and the owner or owner's representative has confirmed that the owner is not willing to meet or the building is not capable of meeting the RLP standards and/or agency go/no-go criteria for the reason(s) stated below:</p> <p>_____</p> <p>_____</p> <p>_____</p>			
Signatures			
_____ GSA Representative		_____ Agency Representative	
_____ Date		_____ Date	