

## AGENCY SPECIFIC REQUIREMENTS

### TYPICAL FINISHES:

#### Open Office Area

- Flooring – Carpet tile, LVT, MCT, or sheet vinyl flooring per Lease paragraph FLOOR COVERINGS AND PERIMETERS
  - Walls – Per Lease paragraph PARTITIONS: SUBDIVIDING with finishes according to Lease paragraph PAINTING – TI. Walls in all rooms shall be full height or equipped with insulation for sound absorption for privacy.
  - Doors – Per Lease paragraph DOORS: INTERIOR with hardware per Lease paragraph DOORS: HARDWARE. All doors shall be solid core doors with min. 36" width (unless otherwise specified)
  - Ceiling – Per Lease paragraph CEILINGS
  - Lighting – Per Lease paragraph LIGHTING: INTERIOR AND PARKING – SHELL and LIGHTING: INTERIOR AND PARKING- TI. All areas shall have appropriate lighting; no parabolic troffers shall be permitted
  - Electrical, Data, Voice – One duplex electrical receptacles and one combination data/voice jack per 80 NUSF on walls per Lease paragraph ELECTRICAL: DISTRIBUTION and TELECOMMUNICATIONS: DISTRIBUTION AND EQUIPMENT. All electrical outlets installed per code and at least one empty data/communication conduit on each wall (total 4) for use by VA.
  - Window Coverings – Mini-blinds per Lease paragraph WINDOW COVERINGS for all windows
- #### Enclosed Rooms
- HVAC (Only if enclosed room) - Independent HVAC zone on thermostat in this room and provide means to ensure negative pressure for this room to avoid odors from escaping this room. Provide filters to remove odors from any air being mixed back into the supply air for the remainder of the building or exhaust directly to the outside.
  - All building finishes approved by VA

### SPECIAL REQUIREMENTS AND SERVICES:

Refer to specific architectural, mechanical, electrical, structural, and other special requirements related to each of the types of space requested. These include security, electrical, HVAC, floor loading, sound conditioning, fire and safety, need for after hour access, utilities, and cleaning services, etc.

For new construction, VA reserves right to review, comment, and make modifications to design as it progresses.

Full maintenance of the facility shall be included in contract. This includes, but is not limited to:

- Replacement of light bulbs, broken or improperly operating electrical fixtures or outlets;
- Proper and continuous operation of mechanical, plumbing, HVAC and electrical systems which includes appropriate maintenance on all service.
- Janitorial services for the leased space, public areas, entrances and all other common areas shall be provided by the Lessor. All janitorial staff shall be educated and trained on the requirements relating to cleaning and maintaining medical office space, including basic bacteriological concepts and the proper use of all chemicals, cleaners and supplies. Janitorial services include all cleaning supplies, equipment and supervision to provide aseptic cleaning procedures. Lessor shall be responsible for regulations and guidelines of current Joint Commission on Accreditation of Healthcare Organizations (JCAHO), OSHA, VA and/or any other pertinent federal or state references. Lessor is responsible for

supplying all soap dispensers and refilling those dispensers. Lessor is also responsible for supplying all gel hand sanitizer dispensers and refilling those dispensers. The Lessor is responsible for supplying all wall mounted paper towel dispensers, restocking all toiletry items, including toilet paper and paper towels. The Lessor is responsible for supplying all wastebaskets and wastebasket liners in the facility.

- The lessor is responsible for the installation of a PIV compliant Electronic Access Control System (PACS system) for compliance of control and monitoring entry into the Telecommunication and Data Connection Room.
- The Lessor shall ensure that an intrusion detection system is within the leased space to ensure the security of the facility and government equipment therein contained, with an audible alarm of at least 85 decibels, as well as communicating the alarm activation to the local alarm monitoring company. This system should include a mixture of intrusion, motion and shatter detection elements as appropriate to the space. Reference VA Directive 0730/4.
- The lessor is responsible for installation of a motion intrusion system inside the Telecommunication and Data Connection Room for rapid response in the event persons unauthorized entry with an audible alarm of at least 85 decibels, as well as communicating the alarm activation to the local alarm monitoring company Reference VA Directive 0730/4.

#### IT REQUIREMENTS

- Dedicated IT and Security closets shall have separate, dedicated AC units in each room to provide additional cooling capability year round;
- Doors shall be 36" width and solid core.
- For dual-tenant buildings an extended demarcation point to the VA IT closet shall be required;
- Both rooms shall be 40 NUSF minimum, with drywall extending full height to slab or deck above;

#### LANDLORD/BUILDING REQUIREMENTS

- Compliance with all local, state, and federal fire/safety regulations, including placed fire extinguishers. Occupation certificate required prior to VA occupation;
- Fire Alarm System with monitoring and reporting provided by landlord;
- Sprinkler system shall comply with local building codes. Certificate of installed and inspected work required upon completion and any modifications thereafter;
- All door hardware locks will be compatible with Best Locks lock systems;
- All electric will be serviceable and sufficient to accommodate workstations with computers. For break room area at least one full size refrigerator, and one microwave. Reception area shall have 2 workstations with a computer each and 2 fax/copier/printers;
- HVAC/plumbing fully serviceable;
- After hour and weekend access for VA will be required and permissible
- General overhead lighting – 50-75 foot candles
- Grounds maintenance provided by landlord including, but not limited to, parking lot and sidewalk entrance maintenance, including snow removal and grass cutting as seasonably appropriate;
- All entrances to the facility shall be ADA compliant, including automatic door openers on main entrance;
- Landlord shall provide lighted external signage for identifying the facility as well as an awning leading to the main entrance, as appropriate;

- Landlord shall provide and be responsible for utility service to the facility. Utilities are defined as natural gas service (as appropriate), electric, water, sewage, and cable television. Landlord shall maintain and be able to provide to VA copies of utility bills on an annual basis to justify cost increases;
- Area is certified free and clear of asbestos and lead-based materials contained in building materials. Area is within minimum radon exposure limits and is free of mold;
- Landlord shall be responsible for maintaining and replenishing hygiene stock and supplies. This includes, but is not limited to, medical grade liquid soap, toilet paper and hand towels, alcohol hand sanitizer and feminine product dispensers and receptacles.
- Lessor shall provide interior signage that designates rooms and a lit exterior sign per VA design.
- Lessor shall ensure that front entrance to the facility is ADA compliant and as such, install a remote electro-mechanical door opening device.

#### EXTERIOR SIGNAGE

Exterior signage shall be provided by the lessor. Sign will fit flush to building front, must be lighted and wall mounted. The lessor must consult with the Government prior to developing a minimum of two (2) signage options. All required signage samples must be provided at no additional cost to the Government within 15 days of the NTP. VA must delivery necessary signage selection to lessor within 10 working days after receipt of samples. The signage options must be approved by VA prior to installation. The Lessor may not make any substitutions after the signage is selected.