

Checklist of Building Components Required in New Space	Requirement of Lease YES / NO	Notes
II. GENERAL REQUIREMENTS: A. SUSTAINABLE DESIGN		
Energy Star Rating	YES	-
II. GENERAL REQUIREMENTS - GENERAL BUILDING PLANNING		
Security Card Access System for the building entrances, loading docks and interior doors as defined in the detailed program	YES	Identify any door locations that will required a Security Card Access System on future floor plan
Customer Transaction Counter with Window	YES	Lobby
Separate employee entrance/exit with doorbell	YES	-
Lobby with secure/nonsecure areas and card access	YES	-
Separate dedicated employee restroom	YES	-
Separate dedicated public or client restroom	NO	-
Vending Area	YES	Number of Vending Machines to be provided
FEMA Safe Room / Shelter in Place	YES	Occupancy Requirement to be provided
Computer Data Center	YES	
Design 1 bay per floor for high density storage	YES	
V. OPENINGS		
Upward-Acting Sectional Doors	YES	1 small/stardard garage door
VI. FINISHES		
Carpet	YES	
VCT (in lunch and vending areas, cafes, entry)	YES	Typical 12x12 vinyl composite tile (VCT) - Locations to be identified
Wall Coverings	YES	Other than Painted Gypsum Board (Cleaner more Durable Wall Finish)
Additional Chair Rail Locations	YES	Note Any Additional Locations as Chair Rail is Required in lobby(s), breakroom(s), offices and all public spaces on future floor plan
VII. SPECIALTIES		
Marker Board(s)	YES	
Full Interior Signage for all Rooms and Offices	YES	-
Illuminated Exterior Signage on post or pylon	YES	Approximate Size of Sign to be provided
Towel Dispenser	YES	
Hand Dryers	YES	
Operable Partitions	NO	
Television Screens and Mounts	YES	
Vertical Window Treatments for all Windows	YES	Provide for All Exterior Windows and note if any Specific Interior locations/offices needed
VIII. CONVEYING SYSTEMS		
Passenger Elevator (if not otherwise required by ADAAG or code)	YES	Required for Any Multi-Story Development
Freight Elevator (if not otherwise required by DTMB Office Design Standard)	YES	Required for Any building more that 2-Stories
X. MECHANICAL, PLUMBING & HVAC		
Dishwasher in Break/Lunch/Catering Room	NO	-

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XI. ELECTRICAL		
Copier(s)	YES	
Microwave(s)	YES	
Coffee Machine(s)	YES	
Vending Machine(s)	YES	
Emergency Lighting (if not otherwise required by code)	YES	-
Conduit and power for PA System with addressable paging for all areas of the building with a minimum of two zones; one for the main public lobby and one for the remainder of the building	YES	-
XIV. EXTERIOR IMPROVEMENTS		
10 Space Bike Rack	YES	-
One Flag Pole	YES	State of Michigan Flag to be provided by the Agency
Department Identification Sign on Building Exterior	YES	SOM and the Agency/Department name
MISCELLANEOUS ITEMS		
Security Kiosk	NO	-
Secured Employee Parking (with fence, gate, gate controller)	NO	-
STANDARD ALLOWANCE FOR ALL LEASES		
Gypsum Board Allowance: one linear foot of gypsum drywall board partition (finished on each side) for each 25 square feet of space rented referenced in Article I of the Lease.	YES	Minimum Design Standard to be Included with RFP Response
Door Allowance: one 3'-0" x 6'-8" door for each 25 lineal feet of gypsum board drywall partitioning.	YES	Minimum Design Standard to be Included with RFP Response
8-12 Month in Lessee Space / Thermal Comfort Occupancy Assessment	Required	<i>Lessor to schedule with Lessee at Project Occupancy</i>