

# CHAPTER 19: Security

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## Overview

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This chapter outlines lease security standards for new and replacement space. Second, it provides instructions for competitive procurements based on the 2010 interim Interagency Security Committee (ISC), Physical Security Standards. Third, it outlines the Public Buildings Service's (PBS) responsibilities for performing background investigations on the lessors' contractors. Finally, this chapter clarifies PBS' responsibilities in leased spaces, which are outlined in Office of Management and Budget (OMB) guidance, M-05-24, Implementation of Homeland Security Presidential Directive (HSPD) 12, Policy for a Common Identification Standard for Federal Employees and Contractors.

Succeeding and superseding lease actions must also follow the requirements of this chapter. For renewal and extension actions, the Leasing Specialist must work with the Facility Security Committee (FSC) to determine if any changes to the security requirements are needed.

## 1. Definitions

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**Interagency Security Committee (ISC):** A Federal committee dedicated to the protection of Federal civilian facilities in the United States. It has 21 primary member agencies and 30 associate member agencies. The ISC has developed standards applicable to all civilian Federal facilities, including leased facilities, and has provided the following information that affects the lease process:

- **Facility Security Level (FSL):** This standard categorizes buildings based on a security analysis, which involves several security related facility factors. The FSL is the basis for implementing the physical security measures specified in ISC Standards. Facilities are categorized from FSL I to FSL V (lowest to highest).
- **Physical Security Criteria for Federal Facilities:** This standard establishes baseline physical security measures for each FSL. This standard defines the process for determining the appropriate security measures; it also covers any uncommon measures required to address the unique risks at a particular facility. All Federal facilities must have physical security measures.
- **Design-Basis Threat (DBT):** This document profiles the type, composition, and capabilities of an adversary or threat.
- **Facility Security Committee (FSC):** This committee is responsible for addressing facility-specific security issues and approving all security measures and practices. The FSC is made up of representatives of each Federal agency in the facility, the Security Organization, and the leasing department or agency. When meeting about new leases, replacing leases, or lease construction, the FSC will also include the project team and the planned tenant(s). The FSC was formerly known as the Building Security Committee.



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**Security organization:** This refers to the Government agency or internal agency component identified by statute, interagency agreement, or policy responsible for physical security for the specific facility. The Federal Protective Service (FPS) is the designated security organization for all GSA lease projects, but client agencies have their own security organizations, which may provide valid input into projects.

**Countermeasure:** An action or device used to lessen an anticipated security threat.

## 2. General Security Framework

The facility security level (FSL) for each space requirement is set by the Department of Homeland Security-FPS and the client agency, in consultation with the General Services Administration (GSA) as part of the requirements development phase. If the client agency and FPS have not already conferred, the Leasing Specialist must coordinate a meeting with the necessary parties to set the appropriate level of security before the Request for Lease Proposal (RLP) package is drafted. For broker contract projects, a broker task order may not be issued until the FSL has been determined.

Implementing ISC Standards could increase lease procurement cycle time and costs. Accordingly, Leasing Specialists must maintain contact as necessary with the appropriate FPS inspector throughout the lease acquisition process.

### a. Making the Facility Security Level Determination

The FPS and the client agencies will make the initial, basic FSL determination for new leased space as soon as practical after the identification of a space requirement, including succeeding leases. They must make the determination early enough in the space acquisition process to allow for the development of the acquisition strategy and the implementation of required countermeasures. The FSL represents the basic determination of risk or risk assessment for each project that results in the baseline security requirements.

Level V facilities are not discussed here because the requirements are project specific and, while the incorporation of additional factors and criteria makes this standard more useful to determine the FSL for special-use and other unique facilities—such as high-security laboratories, hospitals, or unique storage facilities for chemicals or munitions—some facilities may still not fit neatly into the criteria defined here.

In instances where there is a disagreement regarding the FSL determination, the ISC, as the representative of the Secretary of Homeland Security, will facilitate the final determination.



## b. Determining Countermeasures

The Physical Security Criteria for Federal Facilities (PSC) prescribes the process for determining appropriate countermeasures for a facility. Adherence to this process:

- Ensures that all security criteria will be considered,
- Defines the relationship between the levels of risk determined for each undesirable event, and
- Mitigates risk through countermeasures that provide a commensurate Level of Protection (LOP).

The higher the risk, the higher the LOP. The baseline LOP must be implemented and completed for each facility, unless a documented risk assessment justifies a deviation. The assessment of risk in this step does not necessarily entail a comprehensive onsite risk assessment for existing facilities; however, site visits by the security organization are recommended. For new lease construction, no facility will exist; therefore, the assessment must be based on a conceptual design or set of requirements.

The ISC recommends basing security countermeasures on the FSL and an informed risk-based threat assessment. For acquisition purposes GSA is treating these ISC recommendations as Lease requirements. According, all baseline countermeasures and adjustments to countermeasures based on risk assessment are considered by GSA to be security requirements.

Risk is a function of the values of threat, consequence, and vulnerability. The objective of risk management is to create a level of protection that mitigates vulnerabilities to threats and their potential consequences, thereby reducing risk to an acceptable level. Ideally, all risk would be eliminated; however, that is not practical or feasible.

## c. Determining the Threat

The FPS advises the FSC (the project team and agency personnel) on developing the facility-specific security requirements.

The FPS uses Design-Basis Threat (DBT) profiling in security planning. As mentioned previously, a DBT is a profile of the type, composition, and capabilities of an adversary used for security planning. DBT gives the Government a flexible approach for addressing potential security threats.

Security organizations are responsible for identifying and analyzing threats and vulnerabilities; they are also responsible for recommending appropriate and cost-effective countermeasures to the FSC. However, the FSC has the decision making authority to decide whether or not to implement those recommendations.



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## 3. The Lease Process

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### a. Interagency Security Committee Standards and Lease Reform

The 2010 ISC Physical Security Standards presented a new approach to determining the security improvements. The 2010 standards revised the “one size fits all” approach; instead, changed its procedures to customized requirements based on the individual project’s security needs.

Initially, GSA’s leasing and security policy officials considered implementing the 2010 standards by adopting an approach where each project would receive a risk assessment. The evaluation would be incorporated in an estimated security cost (placeholder dollar amount), which the agency could use towards meeting its security needs. However, GSA not adopt that approach because having a customized level of protection for every lease action would unduly prolong the leasing process and would require more resources than are available.

Another reason for rejecting a custom “risk assessment” with placeholder pricing approach for each transaction was that GSA implemented a lease reform process that created multiple lease acquisition models (simplified, streamlined, etc.). While implementation of lease security standards using a placeholder security estimate may be accomplished with no issues for those models that included a Tenant Improvement (TI) allowance and post-award pricing in the RLP, it would provide complications for the turnkey models that require offerors to price the complete requirements package in lease proposals.

Turnkey pricing means that firm fixed pricing is established at lease award and is not subject to adjustment post-award. Placeholder allowance or estimate pricing means that final pricing is not determined until after post-award design. In both instances, certain amortization parameters are established at lease award; the only difference is when the actual costs (principal) are established. As stated above, lease reform implemented certain models that price TI as turnkey and others that price TI as a placeholder allowance. This chapter establishes similar processes (turnkey and placeholder estimate) for security pricing. However, the difference is that the TI pricing methodology is determined by the model selection, while the security pricing methodology is determined by the FSL.

This chapter issues a baseline set of security standards for each FSL (I through IV):

- FSL I and II will use turnkey pricing for their **security** requirements. The standard security requirements package (RLP paragraphs) will serve as the scope of work and offerors must price them preaward.
- FSL III and IV will use placeholder allowance pricing for their **security** requirements. This will provide the ability to customize the security requirements package for the client agency and the market. This is achieved by adjusting the appropriate baseline paragraphs starting with the requirements development process and completed before issuance of the RLP. The purpose of the customized security package is to identify for all offerors the security requirements and lease obligations. The successful offeror will price the required security after design, post-award similar to TI.

The Leasing Specialist may customize the security requirements for FSL I and II leases when the agency requires a higher level of protection, as recommended by the ISC risk and threat



assessment process performed by the physical security specialist. If the agency's security requirements package contains requirements above or outside of the customized baseline paragraphs indicated by the physical security specialist, then the costs for same will be funded as tenant specific security and not BSAC (see paragraph 5, Costs).

## b. Security-Related Steps for Facility Security Levels I and II

During the requirements-development phase, the Leasing Specialist must work with the client agency and FPS to determine the FSL. When the project is designated as a FSL I or II the following process must be followed:

1. The Leasing Specialist must obtain the FSL from the FPS's designated physical security specialist (this process is described in paragraph 4, Federal Protective Service Participation). Then, the Leasing Specialist will meet with the tenant agency and the security organization representative to review the security paragraphs related to the FSL and determine if any (upward) risk-based adjustments need to be made to the set of security paragraphs associated with that FSL (not the FSL itself).
2. If one of the buildings to be considered currently houses other Government tenants, this may have an impact on the security countermeasures needed for this building. In such instances, the Leasing Specialist must notify the designated physical security specialist of the time and date of the market survey. The physical security specialist must be included on the market survey to advise the Leasing Specialist whether this increase in Government tenancy will affect the FSL of that building and necessitate additional security requirements.
3. The Leasing Specialist must attach the appropriate baseline security paragraphs (either FSL I or II) to the lease (located in the RLP package). These paragraphs will form the narrative scope of work for all security related improvements required under the lease, discussed in more detail below. The Leasing Specialist must forward a copy of the finalized RLP package to the physical security specialist.
4. The Leasing Specialist must consider estimated BSAC costs when developing his or her negotiation objectives for the lease procurement.
5. Offerors must specify the cost of meeting the security requirements on the Security Unit Price List (SecUP) (see paragraph 5, Costs). Offerors must also provide an amortization rate and term to convert the pricing for any BSAC rent. For FSL I and II projects, this rental component represents the firm fixed pricing for the security upgrades.
6. The Leasing Specialist must list the BSAC rental component as a separate line item (BSAC-lessor) on the Occupancy Agreement (OA).
7. After award, the Leasing Specialist must forward a copy of the executed lease to the physical security specialist and contact him or her to determine the appropriate level of involvement in the design phase. At a minimum, the Leasing Specialist must forward copies of the draft DIDs and construction documents (CDs) to the physical security specialist for review, specifying a timeframe for review that reflects the project schedule, followed by a set of final DIDs and CDs.
8. Prior to space acceptance, the Leasing Specialist must obtain the physical security specialist's final testing, acceptance, and approval of all installed countermeasures.



### c. Security-Related Steps for Facility Security Levels III and IV

When the project is designated as a FSL III or IV, the security-related steps are similar to those for FSL I and II, but more detailed and include additional steps. During the requirements-development phase, the Leasing Specialist must work with the client agency and FPS to determine the FSL. The following process must be followed:

1. The Leasing Specialist must obtain the FSL from the FPS's designated physical security specialist (this process is described in paragraph 4, Federal Protective Service Participation). Then, the Leasing Specialist will meet with the tenant agency and the security organization representative to review the security paragraphs related to the FSL and determine if any risk-based adjustments need to be made to the set of security paragraphs associated with that FSL (not the FSL itself).
2. The Leasing Specialist must notify the designated physical security specialist of the time and date of the market survey. The physical security specialist must be included on the market survey to advise the Leasing Specialist about any special issues that need to be addressed in the RLP or Lease.
3. The Leasing Specialist must use the input from the market survey to adjust the baseline security paragraphs. He or she must attach any adjusted baseline paragraphs to the Lease portion of the RLP package. As discussed below, these paragraphs inform offerors of any potential security related improvements that may be required under the lease; however, these paragraphs are not meant to serve as the basis for lessor pricing of the BSAC. Instead, the BSAC for FSL III and IV projects will be a placeholder estimated dollar amount that is determined by security level. The placeholder dollar amounts are specified in the hidden instructional blue text of the RLP, to be adjusted by the PBS Office of Leasing, as required. The Leasing Specialist must include the appropriate BSAC placeholder dollar amount in the RLP package. The Leasing Specialist must forward a copy of the finalized RLP package to the physical security specialist.
4. The Leasing Specialist must consider estimated BSAC costs when developing his or her negotiation objectives for the lease procurement.
5. Offerors must provide an amortization rate and term and convert the pricing to BSAC rent. The actual BSAC rental component for FSL III and IV projects will be determined postaward based on final pricing. The process is very similar to the TI adjustment process, but can exceed the placeholder dollar value, as long as the total fully serviced rent stays below the high end of a market cap or prospectus dollar limitation. BSAC pricing above the placeholder estimate may be amortized in the rent. The SecUP will not be used until postaward (see step 7 below).
6. The Leasing Specialist must list the BSAC rental component as a separate line item as BSAC-lessor on the Occupancy Agreement (OA).
7. After award, the Leasing Specialist must forward a copy of the executed lease to the physical security specialist. When the DIDs are complete, the physical security specialist will work with client agency officials to specify the appropriate countermeasures and complete the security design. The physical security specialist will also provide GSA with an estimate for the costs of the recommended security countermeasures and will assist in





evaluating the security pricing.

8. The Leasing Specialist must negotiate a fair and reasonable price. For example, he or she must use the SecUP to gather separate pricing of the BSAC items from the lessor. This process can occur at the same time as the TI negotiation process. The Lease Contracting Officer will include the BSAC price acceptance in the TI notice to proceed.
9. The Leasing Specialist must adjust the OA to reflect the actual BSAC expenditure and incorporate the actual BSAC rent in a lease amendment. If the actual BSAC expenditure exceeds the BSAC figure stated under the original lease, the OA must be signed by the client agency, and the Lease Contracting Officer must obtain a revised BA 53 funding validation, before issuing a notice to proceed.
10. Prior to space acceptance, the Leasing Specialist must obtain the physical security specialist's final testing, acceptance, and approval of all installed countermeasures.
11. Depending on the size and complexity of the security build out, the Leasing Specialist may request the physical security specialist to perform progress inspections.

## 4. Federal Protective Service Participation

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FPS is responsible for providing the physical security specialist, known by FPS as inspectors, for all GSA projects. When an FPS inspector has not been assigned, the Leasing Specialist must contact the GSA regional security officer to assist with identifying the FPS inspector.

The Leasing Specialist must submit a schedule to FPS detailing the procurement process and FPS' involvement in it. FPS must be given the opportunity to comment on the procurement schedule to maximize their participation.

Based on discussions with FPS, Leasing Specialists must ask regional inspectors in writing to participate during the following occasions:

- **When a space request is received.** The client agency representative and an FPS inspector will meet to set the appropriate FSL, which determines the baseline set of security requirements. They will also consult with the Leasing Specialist or other GSA requirements development specialist. Generally, FSL I and II do not have requirements for a project-specific risk assessment process beyond the establishment of the FSL. However, certain agencies have undergone programmatic assessments that determine a need for security requirements beyond the baseline (high FSL II requirements). The agency will identify these additional security requirements for the Leasing Specialist to include in the security attachment to the RLP package. FSL III and IV facilities will have project-specific risk assessments performed by the FPS during the requirements development phase. The assessments are used to determine recommended countermeasures and security design features. The Leasing Specialist must include those recommended countermeasures in the security attachment to the RLP package.
- **On projects with an FSL III and above, or where one of the buildings to be considered is currently occupied under a GSA lease.** The FPS inspector assigned to the project will accompany the Leasing Specialist on the market survey to advise him or her and the client agency representative of any security issues with the buildings. As discussed above, the inspector, the client agency, and the Leasing Specialist will use the information from the market survey to adjust the security attachment.



- **When offers have been received.** The inspector will assist the Leasing Specialist by evaluating the BSAC pricing (for FSL I and II, this must occur prior to lease award; for FSL III and IV, this must occur postaward). This process is discussed more thoroughly in paragraph 5, Costs.
- **Prelease form.** The prelease security form has been eliminated from the lease process.
- **Postaward.** The inspector will provide advice in the preparation of DIDs. The inspector will also review the DIDs and CDs to confirm that all security countermeasures and equipment are accounted for and placed appropriately.
- **Occupancy.** The inspector will inspect and approve the installation and startup of the required equipment provided under the lease. He or she will also oversee implementation of all other security measures outside the lease, including development of the Emergency Occupancy Plan (OEP).

Note: If GSA and FPS have coordination issues, the Leasing Specialist will resolve them regionally through the FPS chain of command (e.g., inspector or physical security specialist, Area Commander, District Director, Regional Director). Problems that cannot be resolved regionally must be reported to the Assistant Commissioners in the Office of Client Solutions and Office of Leasing.

## 5. Costs

The successful offeror must provide an itemized list of expected cost of security countermeasures using the SecUP form, for the purposes of OA billing and for reporting the cost of security to GSA's external stakeholders. Depending on the security level, the SecUP will either be completed preaward, with submission of final proposal revisions, or post-award, with the submission of the cost estimate for TIs, per the DIDs.

Note: In no event may any BSAC in addition to any amortized TI amounts push the total fully serviced rent over the high end of a market cap or prospectus dollar limitation. (See Pricing Desk Guide, Section 2.5.11 for further guidance.)

The breakdown of security costs below is applicable to all leases, including short-term disaster leases.

### a. Pricing Components

In leasing, there are 4 pricing categories in which the security countermeasures can fall. These are:

- **Shell** - paid for by the lessor,
- **BSAC** and **SE** – amortized together as BSAC component of the rent,
- **TI** – for items not specified under a risk assessment and paid for and amortized as part of the TI component of the rent up to the maximum amount of the TIs, and
- **RWA** – lump sum funding described below.

#### Shell Rental Component



All of FSL I project security countermeasures are considered building shell. These countermeasures are carried over to the other FSLs, and are also priced as shell. Any security upgrades above shell must be priced as part of the BSAC or TI, which will be discussed in detail below.

### **Building Specific Amortized Capital Rental Component**

In leasing, any item required by a threat assessment can be priced as BSAC and amortized in the rent.

### **Building Specific Amortized Capital (BSAC)**

This may include not only capital items, but also equipment, as described below.

Under the Pricing Policy, BSAC is any physical security measure that is either part of the building or attached to the building and not easily removed. BSAC traditionally includes such items as:

- Vehicular barriers such as bollards, gates, pop-ups, and arm gates;
- Building exterior doors, locks, and garage doors;
- ISC required parking lot fencing and gates;
- Guard booths (both attached to the building and free standing);
- Blast resistant windows or shatter proof window glazing;
- Progressive collapse resistant construction; and
- Card readers at the building entrance that solely serve as a locking mechanism.

BSAC does not include TIs.

The BSAC charge is used for security items that are a separate capital investment in the leased property. BSAC charges are not included in the building shell or TIs for allowance or rate setting purposes. It is separately priced, normally amortized over the firm term, and charged to tenant agencies on their PBS Rent bill as BSAC. The amortization rate is typically the same as the TI rate, although the rates may differ, depending upon the circumstances of the lease transaction. For lease rates to compare favorably to local market rates, it is important to separate the BSAC charges from the shell rent.

### **Security Equipment (SE)**

Security equipment is security related items that are not part of a building and are easily removed from the building. Security equipment includes:

- Magnetometers,
- X-ray machines,
- Closed Captioning Television (CCTV) systems and cameras, and



- Intrusion Detection System (IDS) and duress alarm systems

For most projects involving magnetometers and x-ray machines, FPS will be responsible for project execution, installation, maintenance, and repair. In addition, FPS will purchase security equipment through its office and will bill agencies directly for security fixtures and equipment (SE) costs. CCTV and IDS systems are usually installed by the lessor.

How the SE is charged varies, based on if it is an ISC recommendation or not. Sometimes the lessor will provide the ISC-recommended SE, which is determined through the risk and threat assessment process. When this occurs, the SE may be amortized in the BSAC Rent bill line item, but its amortization term is limited to a maximum of 5 years because of its shorter economic life. Other times, the SE is not an ISC recommendation and only the tenant requires the SE as part of their tenant-specific security. When this occurs, the SE must be paid in lump sum via RWA.

If item “x” is recommended by the FPS based on appropriate countermeasures for the FSL, then item “x” is BASC. However, if the agency also adds their security requirement “y”, then “x” is charged to BSAC and “y” is charged to the agency’s TI.

The lessor shall be responsible for maintaining the lessor-installed SE. Those maintenance charges must be part of the operating rent. At the end of the useful life of the SE the lessor will be responsibility for replacing the SE and the replacement costs must be reimbursed to the lessor as lump sum by the tenant agency via an RWA.

FPS normally provides the security equipment (including its operation and maintenance). However, the client agency may make a request to the Leasing Specialist to have the lessor furnish equipment and its maintenance.

FPS determines the specifications for security equipment and the details and specifications for the installation of the equipment, such as the type, number, and location of security cameras, magnetometers, and x-ray machines. The Leasing Specialist must ask the FPS inspector to provide the equipment specifications.

### **Tenant-Specific Security (Tenant Agency Funded as Part of their TIs)**

These are security fixtures that are specific to one tenant agency, requested by that tenant agency, but not recommended by the risk and threat assessment process or FSL. These countermeasures are only used by the tenant in relation to their space and not the entire building. Fixtures, such as expanded wire mesh or bullet-resistant material in partitions, may be amortized in the TI allowance. Tenant-specific security equipment or measures that are not fixtures, such as the tenant’s HSPD 12 requirements, contractor background suitability determinations that are not covered by GSA’s HSPD-12 policy, or tenant’s specific contract security guards, may not be amortized in the TI allowance.

### **RWA**

RWA funding may be used for the following:

- TIs related to tenant specific security over the general allowance, as part of the TI customization buy-down process,



- Tenant specific security that will push the TI over the TI allowance, and
- Security costs that push the rent over the high end of the market or prospectus limit.

## b. Application During the Lease Process

### Facility Security Level I and II

The offeror must provide a cost breakout of all of the BSAC security costs using the Security Unit Price List (SecUP), priced as firm fixed (turn-key) pricing before award. The BSAC amount (principal), amortization term, and interest rate will be negotiated and established at lease award.

### Facility Security Level III and IV

In FSL III and IV facilities, BSAC is a placeholder estimate, identified as either dollars per ANSI/BOMA Office Area Square Foot (\$/ABOA SF) or total dollars for a project (\$/SF times SF).

The Leasing Specialist must include the BSAC placeholder amount in the RLP; the amortization term and interest rates are negotiated with the offeror and established at lease award. After construction drawings are complete, the lessor will use the SecUP List to obtain the security work pricing (similar to the postaward TI bidding process). After the final costs are negotiated, the BSAC rent is adjusted. While security work pricing is similar to the postaward TI bidding process, it has some differences as well. The BSAC will not have a limit as long as it meets two conditions: (1) the security features are required by the risk assessment and (2) the total does not push the fully serviced rent over the high end of the market cap or prospectus dollar limitation.

## 6. Request for Lease Proposals, Lease Security Paragraphs, and Security Unit Price List

The current security paragraphs required for FSL I-IV are located in Attachments 1 through 6. The SecUP Forms are located in Attachments 7 though 9. Below is a table summarizing the contents of each attachment.

Attachment Name	Content
Attachment 1	RLP template paragraphs related to security
Attachment 2	Lease template paragraphs related to security
Attachments 3 through 6	Security requirements, separated as follows: <ul style="list-style-type: none"> <li>○ Attachment 3: FSL I</li> <li>○ Attachment 4: FSL II</li> <li>○ Attachment 5: FSL III</li> <li>○ Attachment 6: FSL IV</li> </ul>
Attachments 7 though 9	SecUP, separated into three forms: <ul style="list-style-type: none"> <li>○ Attachment 7: FSL II (preaward submittal)</li> <li>○ Attachment 8: FSL III (postaward submittal)</li> <li>○ Attachment 9: FSL IV (postaward submittal)</li> </ul>



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The paragraphs in Attachments 1 and 2 are incorporated into existing paragraphs of the RLP and Lease documents. The current versions of the RLP and related documents are available in eLease or on the Office of Leasing's Google Web site.

The Leasing Specialist must choose the appropriate paragraphs for the security requirements and countermeasures from Attachments 3-6 (either FSL I, II, III, or IV) and attach the text to the RLP package (which will be retained as part of the final lease contract).

The Leasing Specialist must attach the SecUP listed in Attachment 7 to the RLP package for FSL I and II. The SecUP is a postaward submittal for FSL III and IV.

The prelease security form has been eliminated from the updated security process.

## 7. Background Investigations in Leased Space

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For all leases, the manager of each PBS field office or service center must facilitate compliance with Homeland Security Presidential Directive 12—Policy for a Common Identification Standard for Federal Employees and Contractors (HSPD 12) by obtaining the required background investigations and fingerprint forms from the lessor. Once compiled, this information must be sent to FPS for processing in accordance with the 2006 PBS–FPS Memorandum of Agreement. The GSA Chief Information Officer (CIO) has a credentialing officer in each region that assists PBS in issuing credentials to lessor contractors.

### a. Investigation Process

All lessor personnel and contractors with routine access to the Government's leased space for a period greater than 6 months, in Level III GSA-leased facilities with 100 percent Government occupancy or Level IV GSA-leased facilities, must submit complete fingerprint charts and personal history forms to obtain a background investigation. A client agency whose lease action does not meet these FSL parameters may also request background investigations on a reimbursable basis.

All GSA lease contractor employees who require routine access for more than six months to a GSA-controlled leased facility must receive the appropriate credentials (personal identity verification card) when the facility meets any one of the following ISC FSL determination risk levels:

- Level IV facility
- Level III facility solely occupied by the Federal Government
- Any facility with an on-site GSA childcare center

### Routine Access Defined

Routine access is defined as regularly scheduled access that occurs post occupancy. For example, if a contractor reports to a facility on a regular basis to perform ongoing duties, he or she requires routine access and must have a background investigation. An intermittent contractor—for



example, an employee that is summoned for a service call as needed—is not required to have a background investigation. This definition of routine access only applies to contractor access after the space is occupied. The background investigation requirement does not apply to lessor personnel or contractors who are building out or otherwise preparing the space for occupancy.

### Instructions for Background Investigations

The manager of each PBS regional field office or service center must comply with the following background investigations policy:

1. **Identify personnel requiring background investigations.** In all existing Level IV leases and Level III leases with 100 percent Government occupancy, or other leases where suitability determinations are required, and where background investigations have not been completed or are not current, a designated PBS employee must consult with the client agency and FPS to identify which of the lessor's personnel and contractors require background investigations.
2. **Contact Lessor.** The designated PBS employee must contact the lessor and provide a Contractor Information Worksheet (CIW), which is available on GSA Insite. The lessor will use the CIW to indicate if their identification verification process will be manual or electronic. If lessor will use the manual process, the following will be completed.

The following will be completed if the manual process is used:

- Two sets of hardcopy fingerprint cards (FD-258), available from the Government Printing Office (GPO) at <http://bookstore.gpo.gov>, or one set of electronic fingerprint cards.
- A SF-85P, Questionnaire for Public Trust Positions, for any individuals requiring background investigations.

The electronic process will be done through the e-QIP system. The lessor's contractor and his or her personnel will receive an email along with instructions for completing the electronic questionnaire. The designated PBS employee must then:

- Confirm and document that the forms have been returned to the Government and forwarded to FPS within 14 days or as otherwise specified by the lease.
  - Document when the request was made to the lessor, when the forms were forwarded to FPS, and when the investigations were completed.
  - Add this documentation to the lease file.
3. **Obtain credentials as necessary.** As outlined above, when lessor personnel have been identified, the designated associate must contact the regional credentialing officer to obtain the appropriate GSA-issued credential, as necessary, upon receipt from FPS of a successfully completed background investigation.
  4. **Consult Office of Regional Counsel.** In cases where lessors delay, resist, or refuse to provide the required information, the LCO must consult the Office of Regional Counsel to assist in obtaining such information from lessors. Contract clauses to be relied on include the existing Background Security Checks paragraph, if available, and the Changes clause in the



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General Clauses. If the lessors have difficulty meeting the requirements of HSPD 12, document it in the lease file.

5. **Include new lease paragraph.** All new leases must include the Identity Verification of Personnel paragraph exactly as written. This paragraph must be included in each level of the security requirements and countermeasure attachments.

## **b. Lease Paragraph: Identity Verification of Personnel**

The lease paragraph addressing HSPD 12 requirements is included in attachment 2.

## **8. Guard Services**

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At the higher FSLs, armed guard service may be required. If armed contract guard service is required, FPS must provide that service, unless the US Marshals Service is providing the service to the US Courts family of agencies. Any guards provided by the lessor are considered to be concierge guards and have no authority in the Government space. The Leasing Specialist, Lease Contracting Officer, and client agency must consider including extra space in the RLP for a guard break room, locker room, or both for FPS-provided guards. Unless otherwise specified by FPS, the Leasing Specialist must provide approximately 200 SF to accommodate five individuals per shift. The Leasing Specialist must negotiate this space with the lessor as part of the rentable common area if the space is used exclusively as a guard break room or locker room. Otherwise, it is to be paid by the tenant agency requiring the FPS guard service.





## Attachment 1, Request for Lease Proposals Template Paragraphs Related To Security

These paragraphs revise existing RLP language for all models except On-Airport. Revisions are highlighted in yellow.

### a. Section 1 (Changes)

The following paragraphs were amended:

#### LEASE DESCRIPTION (SEP 2012)

Offerors shall examine the Lease form included in the RLP documents to understand the Government's and the Lessor's respective rights and responsibilities under the contemplated Lease.

The Lease contemplated by this RLP includes:

- A. The term of the Lease, and renewal option, if any.
- B. Terms and Conditions of the Lease, including Definitions, Standards, and Formulas applicable to the Lease and this RLP.
- C. Building Shell standards and requirements.
- D. Information concerning the tenant agency's buildout requirements, to be supplemented after award.
- E. Security requirements.
- F. A description of all services to be provided by the Lessor.

Should the Offeror be awarded the Lease, the terms of the Lease will be binding upon the Lessor without regard to any statements contained in this RLP.

The Lease contemplated by this RLP is a fully serviced Lease. Rent will be based upon a proposed rental rate per Rentable Square Foot (RSF), limited by the offered rate and the maximum ABOA SF solicited under this RLP. Although certain Tenant Improvement (TI) requirements information is provided with this RLP and will be incorporated into the Lease, the TIs to be delivered by the Lessor will be based on the final design to be developed after award of the Lease, which reflects the Agency's full requirements. The Lessor shall design and build the TIs and will be compensated for TI costs, together with design and project management fees to be set under the Lease. Although the TI requirements will not be developed fully until after award, Offerors shall provide the allowance stated in the Tenant Improvement Allowance paragraph of the Lease. Offerors are encouraged to consider the use of existing fit-out and other improvements to minimize waste. However, any existing improvements must be deemed equivalent to Lease requirements for new construction, and Offerors are cautioned to consider those requirements before assuming efficiencies in its TI costs resulting from use of existing improvements.

Unless the Government prepares Design Intent Drawings (DIDs), after award the Lessor must prepare DIDs for the leased Space conforming to the lease requirements and other Government-supplied information related to the client agency's interior build-out requirements. The Government will have the opportunity to review the Lessor's DIDs to determine that the Lessor's design meets the requirements of the Lease. Only after the Government approves the DIDs and a final price for TIs is negotiated will the Lessor be released to proceed with buildout. The Lease also provides that the Government may modify the TI requirements, subject to the Lessor's right to receive compensation for such changes.

The security pricing process is described in a separate paragraph.

Upon completion and acceptance of the leased Space, the Space will be measured for establishing the actual annual rent, and the Lease Term shall commence. During the term of the Lease, rent will be adjusted for changes to the Lessor's operating costs and real estate taxes, pursuant to paragraphs set forth in Section 2 of the Lease.

Finally, Offerors are advised that doing business with the Government carries special responsibilities with respect to sustainability, fire protection and life safety, and security, as well as other requirements not typically found in private commercial leases. These are set forth both in the lease form and in the GSA Form 3517B, which will be part of the Lease.



### The following paragraphs were added:

#### PRICING OF SECURITY REQUIREMENTS (SEP 2012)

A. This proposed Lease contains an attachment with the security requirements and obligations for the building, which are based on the facility security level (FSL). The Federal Government determines the facility's FSL rating, which ranges from FSL I to FSL IV. The FSL is based on client agency mix, required size of space, number of employees, use of the space, location, configuration of the site and lot, and public access into and around the facility.

**ACTION REQUIRED: SELECT THE APPROPRIATE SUB-PARAGRAPH B. USE THE PARAGRAPH TITLED VERSION 1 FOR FSL I AND II (FIXED BSAC TURNKEY PRICING BEFORE AWARD). USE THE PARAGRAPH TITLED VERSION 2 FOR FSL III AND IV (BSAC PRICING BASED ON PLACEHOLDER DOLLAR ESTIMATE; ACTUAL PRICING AFTER AWARD).**

#### VERSION 1 (FOR FSL I AND II): FIXED BSAC TURNKEY PRICING BEFORE AWARD

B. The security requirements attached to this Lease includes a list of security countermeasures that must be installed in the leased Space. The Offeror shall use the Security Unit Price List to provide the Government with itemized costs of these security countermeasures, and he or she shall amortize the cost of any Building Specific Amortized Capital (BSAC) into the rent.

#### VERSION 2 (FOR FSL III AND IV): BSAC PRICING BASED ON PLACEHOLDER DOLLAR ESTIMATE; ACTUAL PRICING AFTER AWARD

B. The security requirements attached to this Lease includes a general list of countermeasures that may be installed in the leased Space as part of the Building Specific Amortized Capital (BSAC). Because each building is unique, the final list of security countermeasures will be determined during the design phase and identified in the design intent drawings and construction documents. After completing the construction documents, the Lessor shall submit a list of the itemized costs. Such costs shall be subject to negotiation.

C. There shall be no charge to the Government for any items that already exist in the offered Building or facility.

### The following paragraph was not edited:

#### SECURITY LEVEL DETERMINATION FOR FACILITY HOUSING OTHER FEDERAL TENANTS (APR 2011)

If an Offeror is offering Space in a facility currently housing a Federal agency, the security requirements of the facility may be increased and the Offeror may be required to adhere to a higher security standard than other Offerors competing for the same space requirement. If two or more Federal space requirements are being competed at the same time, an Offeror submitting on both or more space requirements may be subject to a higher security standard if the Offeror is determined to be the successful Offeror on more than one space requirement. It is incumbent upon the Offeror to prepare the Offeror's proposal accordingly.

## b. Section 2

### The following paragraphs were deleted:

#### SECURITY (JUN 2012)

~~The Lease contemplated by this RLP contains Building requirements and other obligations relating to Security. See the attachments to the Lease titled "Security Requirements" and "Security Unit Price List." The Government determines security levels, requirements and standards for facilities and agency spaces based upon tenant agency mix, use of the Space, size of Space, number of employees, location of the facility, configuration of the site and lot, and public access into and around the facility.~~



To be eligible for award, the Offeror must provide a Pre-Lease Building Security Plan with its offer that addresses its compliance with the Lease Security Requirements.

The Security Unit Price List includes various improvements, services and permissions by the Lessor and the Government. Each item is classified as part of the shell or tenant improvements or building specific security. Offeror shall complete the form and submit it as part of its offer. There shall be no charge to the Government for any items that already exist in the offered Building or facility.

## The following paragraphs were updated:

### PRICING TERMS (SEP 2012)

Offeror shall provide the following pricing information with its offer:

- A. GSA Form 1217, Lessor's Annual Cost of Services. Complete all sections of the 1217.
- B. GSA Form 1364C-STANDARD, Proposal to Lease Space. Complete all sections of the 1364C, including, but not limited to:
  1. A fully serviced Lease rate (gross rate) per ABOA and RSF, clearly itemizing both the total Building shell rental, and TI rate, Building Specific Amortized Capital rate, operating costs, and parking (itemizing all costs of parking above base local code requirements, or otherwise already included in shell rent).
  2. Improvements. All improvements in the base Building, lobbies, common areas, and core areas shall be provided by the Lessor, at the Lessor's expense. This Building shell rental rate shall include, but is not limited to, property financing (exclusive of TIs), insurance, taxes, management, profit, etc., for the Building. The Building shell rental rate shall also include all basic Building systems and common area buildout, including base Building lobbies, common areas, core areas, etc., exclusive of the ABOA Space offered as required in this RLP.
  3. The annual cost per ABOA and rentable square foot (RSF) for the cost of services and utilities. This equals line 27 of GSA Form 1217, Lessor's Annual Cost Statement, divided by the Building size (shown on the top of both GSA Form 1364C, Proposal to Lease Space, and Form 1217) for ABOA and RSF, respectively.
  4. The annual rent to amortize the Tenant Improvement Allowance (TIA). Such amortization shall be expressed as a cost per ABOA and RSF per year. This shall be all alterations for the Space above the Building shell buildout. Such alterations shall be described and identified in the drawings used to construct the Space. The TIA, which is to be provided by the Lessor to the Government for TIs, shall be made available at lease execution. If the Offeror chooses to amortize the TI for a period exceeding the Firm Term of the lease, the Offeror shall indicate the extended time in the offer. If the Government terminates the lease after the Firm Term or does not otherwise renew or extend the term beyond the Firm Term, the Government shall not be liable for any unamortized tenant improvement costs resulting from an extended amortization period.
  5. The annual rent to amortize the Building Specific Amortized Capital (BSAC), if any. Such amortization shall be expressed as a rate per ABOA and RSF per year. Refer to the security requirements attached to the Lease.
  6. A fully serviced Lease rate per ABOA and RSF for that portion of the lease term extending beyond the Firm Term. The rate proposed for this portion of the term shall not reflect any TIs as they will have been fully amortized over the Firm Term.
  7. An hourly overtime rate for overtime use of heating and cooling, and annual rate for areas requiring 24/7 HVAC. **Note:** Refer to the Lease document for additional guidance.
  8. Adjustment for Vacant Leased Premises. **Note:** Refer to the Lease document for additional guidance.
  9. Lessor's Fees to complete Tenant Improvements. Provide a listing of proposed (i) Lessor's Project Management fee and (ii) Lessor's A/E design costs to prepare construction documents, to complete the Tenant Improvements. State the basis for determining each component, (e.g. flat fee, cost per RSF, etc.). State any assumptions used to compute the dollar costs for each fee component.
  10. Rent concessions being offered. Indicate either on the GSA Form 1364C Proposal to Lease Space or in separate correspondence.



11. Compensation (expressed as either % or \$) to Offeror's broker and/or representative arising from an agreement between the Offeror and the Offeror's representative, agent(s), broker(s), property manager, developer, employee, or any other agent or representative in connection with the Lease contemplated herein shall be entered in block 25.b., and if GSA is using a Tenant Representative Broker, compensation (expressed as either % or \$) to GSA's Broker reflecting the agreement between Offeror and GSA's Broker, shall be entered in block 25.a.

**ACTION REQUIRED: DELETE SUB-PARAGRAPH C FOR FSL III AND IV.**

- C. **Security Unit Price List.** The Offeror shall use the Security Unit Price list to provide a cost breakdown of the security countermeasures, which were outlined in the security requirements attachment. The Security Unit Price list includes various improvements and services to be provided by the Lessor. Each item is classified as part of the shell, tenant improvements, or building specific amortized capital (BSAC). There shall be no charge to the Government for any items that already exist in the offered Building or facility.

**ACTION REQUIRED: FOR NBC PROJECTS, E-LEASE CONTAINS A TEMPLATE FOR THE BROKER COMMISSION AGREEMENT. THIS TEMPLATE MUST BE INCLUDED AS AN RLP ATTACHMENT, AND BE INCLUDED WITH THE DOCUMENTS THAT COMPRISE AN OFFEROR'S INITIAL OFFER.**

- D. Any Brokerage Commission Agreement between GSA's Tenant Representative and the Lessor for commissions identified in the GSA Form 1217.

**ADDITIONAL SUBMITTALS (SEP 2012)**

Offeror shall also submit with its offer the information concerning and documentation of the following:

- A. GSA Form 3518, Representations and Certifications. Note: This information applies to the status of the Ownership entity and not the authorized representative completing the form.
- B. Satisfactory evidence of at least a conditional commitment of funds in an amount necessary to prepare the Space. Such commitments shall be signed by an authorized bank officer, or other legally authorized financing official, and at a minimum shall state: amount of loan, term in years, annual percentage rate, and length of loan commitment.
- ~~C. Evidence that the Property is zoned in compliance with local zoning laws, including evidence of variances, if any, approved by the proper local authority, or the Offeror's plan and schedule to obtain all necessary zoning approvals prior to performance if the same have not been received at the time of submission of offers.~~

**NOTE: AGREEMENTS SUCH AS GROUND LEASES OR THOSE TO ACQUIRE AN INTEREST IN THE PROPERTY SHOULD BE REVIEWED BY REGIONAL COUNSEL**

- D. Evidence of ownership or control of Building or site. If the Offeror owns the Property being offered or has a long-term leasehold interest, documentation satisfactory to the LCO evidencing the Offeror's stated interest in the Property and any encumbrances on the Property, shall be submitted.
- E. If the Offeror does not yet have a vested interest in the Property, but rather has a written agreement to acquire an interest, then the Offeror shall submit a fully executed copy of the written agreement with its offer, together with a statement from the current owner that the agreement is in full force and effect and that the Offeror has performed all conditions precedent to closing, or other form of documentation satisfactory to the LCO. These submittals must remain current. The Offeror is required to submit updated documents as required.
- F. If claiming an historic preference in accordance with the Historic Preference paragraph in RLP Section 2, Eligibility and Preferences for Award, Offeror must submit one of the following as documentation that the Property is historic or the site of the offered Property is within a Historic District: a letter from the National Park Service stating that the Property is listed in the National Register of Historic Places or eligible for listing, with a date of the listing/decision; a letter from the State Historic Preservation Office stating that the Property is listed in the National Register of Historic Places, or on a statewide register, or eligible for inclusion, with a date of the listing/decision; or, the National Register of Historic Places Identification Number and date of listing available from the National Register of Historic Places Database found at [www.nps.gov/nr](http://www.nps.gov/nr).



G. If there is a potential for conflict of interest because of a single agent representing multiple owners, present evidence that the agent disclosed the multiple representation to each entity and has authorization from each ownership entity offering in response to this RLP package. Owners and agents in conflicting interest situations are advised to exercise due diligence with regard to ethics, independent pricing, and Government procurement integrity requirements. In such cases, the Government reserves the right to negotiate with the owner directly.

H. The Offeror must have an active registration in the Central Contractor Registration (CCR) System (via the Internet at <http://www.acquisition.gov>) prior to final proposal revisions.

I. The Offeror must submit the Fire Protection and Life Safety (FPLS) Information in sub-paragraph a through d unless the Building meets either exemption 2 or 3 below.

1. FPLS Submittal Information
  - a. Completed GSA Form 12000, Pre-Lease Fire Protection and Life Safety Evaluation for an Office Building (Part A or PART B, as applicable).
  - b. A copy of the previous year's fire alarm system maintenance record showing compliance with the requirements in NFPA 72 (if a system is installed in the Building).
  - c. A copy of the previous year's automatic fire sprinkler system maintenance record showing compliance with the requirements in NFPA 25 (if a system is installed in the Building).
  - d. A valid Building Certificate of Occupancy (C of O) issued by the local jurisdiction. If the Building C of O is not available or the local jurisdiction does not issue a Building C of O, a report prepared by a licensed fire protection engineer with their assessment of the offered Space regarding compliance with all applicable local Fire Protection and Life Safety -related codes and ordinances.
2. If the Space offered is 10,000 ABOA square feet or less in area and is located on the 1st floor of the Building, Offeror is not required to submit to GSA the Fire Protection and Life Safety (FPLS) Submittal Information listed in sub-paragraph 1 above.
3. If the Offeror provides a Building Certificate of Occupancy obtained under any edition of the IBC, and the offered Space meets or will meet all the requirements of the Lease with regard to Means of Egress, Automatic Fire Sprinkler System, and Fire Alarm System prior to occupancy, then the Offeror is not required to submit to GSA the FPLS Submittal Information listed in sub-paragraph 1 above.

~~J. A copy of pre-lease Building security plan addressing offer compliance with Lease security standards found in the Lease.~~

K. The legal description of the Property and tax ID number associated with the Property, copies of prior year tax notices and prior year tax bills, as well as any other information (such as a fact sheet, 5" wide x 3" high or larger color photograph, site plan, location map, and tax parcel map) in case of multiple tax parcels for an offered Building, and any other information that may affect the assessed value, in order for the Government to perform a complete and adequate analysis of the offered Property. The Offeror is to provide a detailed overview and documentation of any Tax Abatements on the Property as outlined in Real Estate Tax Adjustment" paragraph of the Lease.

L. A plan and short narrative as necessary to explain how the Offeror will meet the parking requirements

M. The architectural plans for modernization, if the offered Building is not a modern office Building.

N. An asbestos management plan, if the offered Building contains asbestos-containing materials.

O. First generation plans, scaled at 1/8" = 1'-0" (preferred) of the entire floor or floors for which Space is being offered and a plan of the floor of exit discharge.

1. All plans submitted for consideration shall include the locations of all exit stairs, elevators, and the Space(s) being offered to the Government. In addition, where Building exit stairs are interrupted or discontinued before the level of exit discharge, additional floor plans for the level(s) where exit stairs are interrupted or discontinued must also be provided.
2. All plans submitted for consideration shall have been generated by a Computer Aided Design (CAD) program which is compatible with the latest release of AutoCAD. The required file extension is .DWG. Clean and purged files shall be submitted on CD-ROM. Plans shall include a proposed corridor pattern for typical floors and/or partial floors. The CAD file showing the offered Space should show the Poly-Line utilized to determine the square footage on a separate and unique layer. All submissions shall be accompanied with a written matrix indicating the layering standard to verify that all information is recoverable. All architectural features of the Space shall be accurately shown.



3. Photostatic copies are not acceptable. All architectural features of the Space shall be accurately shown. If conversion or renovation of the Building is planned, alterations to meet this RLP shall be indicated.
4. Plans shall reflect corridors in place or the proposed corridor pattern for both a typical full (single-tenant) floor and/or partial (multi-tenant) floor. The corridors in place or proposed corridors shall meet local code requirements for issuance of occupancy permits. If the offered Space is above the first floor (or floor exiting at grade), provide plans for the first floor (or floor at grade) also.
5. GSA will review all plans submitted to determine if an acceptable level of safety is provided. In addition, GSA will review the common corridors in place and/or proposed corridor pattern to determine whether these achieve an acceptable level of safety as well as to verify that the corridors provide public access to all essential Building elements. The Offeror will be advised of any adjustments that are required to the corridors for determining the ABOA Space. The required corridors may or may not be defined by ceiling-high partitions. Actual corridors in the approved layout for the successful Offeror's Space may differ from the corridors used in determining the ABOA square footage for the lease award. Additional egress corridors required by the tenant agency's design intent drawings will not be deducted from the ABOA square footage that the most efficient corridor pattern would have yielded.

P. As provided in the "Amount and Type of Space and Lease Term" paragraph in the RLP, advise whether there are existing vending facilities in the offered Building which have exclusive rights in the Building.

**MUST USE WHEN USING THE NEIGHBORHOOD, PARKING, LOCATION AMENITIES, AND PUBLIC TRANSPORTATION PARAGRAPH IN THE STATEMENT OF REQUIREMENTS SECTION OF THIS RLP, OTHERWISE DELETE.**

Q. Provide evidence demonstrating amenities do or will exist by the Government's required occupancy date. Such evidence shall include copies of signed leases, construction contracts, or other documentation as deemed acceptable by the LCO.

R. No later than the due date for final proposal revisions, the Offeror must submit to the LCO:

1. Evidence of an Energy Star® label obtained within the 12 months prior to the due date of final proposal revisions,
2. Offerors falling under a statutory exception must also indicate by the due date for final proposal revisions what cost effective energy efficiency and conservation improvements they are proposing to make.
3. If no cost-effective improvements can be made, the Offeror must demonstrate to the Government using the ENERGY STAR® Online Tools referenced in the RLP paragraph, entitled "ENERGY INDEPENDENCE AND SECURITY ACT," why no energy efficiency and conservation improvements are cost effective. This explanation will be subject to review by the LCO. If the explanation is considered unreasonable, the offer may be considered technically unacceptable,
4. If the offeror is claiming eligibility for additional time to obtain the Energy Star® label per sub-paragraph B of the RLP paragraph entitled "Energy Independence and Security Act," then the offeror shall provide such indication with its initial offer and also must provide by the due date for final proposal revisions evidence substantiating their claim for additional time to obtain the Energy Star® label and substantiating their capability of earning the Energy Star®.
5. For new construction, the offeror need not submit anything regarding compliance with EISA by the date of final proposal revisions, but shall be required to produce prior to the issuance of a permit for building construction a Statement of Energy Design Intent (SEDI) using Energy Star's® Target Finder online tool reflecting an Energy Star® benchmark score of 75 or higher and a certification from EPA of being Designed to Earn the Energy Star®.



**ACTION REQUIRED: THE NEXT TWO SUB-PARAGRAPHS MUST BE USED FOR ALL LEASE CONSTRUCTION PROCUREMENTS OF 10,000 RSF OR MORE**

S. For projects 10,000 RSF and above, a LEED®-NC Silver scorecard documenting the proposed Credits to meet Silver level. Along with the proposed scorecard, the Offeror shall submit a brief statement outlining how each of the credits proposed on the scorecard will be achieved.

T. From the entirety of available LEED Credits, the Offeror must achieve the following Credits on the project:

Water Efficiency	Credit 1.2	Water Use Reduction 30%
Energy and Atmosphere	Credit 1.1	Optimize Performance – Lighting Power
Energy and Atmosphere	Credit 1.3	Optimize Energy Performance- HVAC
Energy and Atmosphere	Credit 2	Enhanced Commissioning
Materials and Resources	Credit 5.1	Regional Materials 20% Manufactured Regionally
Indoor Environmental Quality	Credit 2	Increased Ventilation
Indoor Environmental Quality	Credit 3.2	Construction IAQ Management Plan, Before Occupancy
Innovation and Design	Credit 2	LEED® Accredited Professional

The Offeror must identify the USGBC LEED® accredited professionals (APs) as team members, including their roles throughout the project.

X. If the Offeror requests any deviations, all deviations must be documented on Form 1364C in block labeled "Additional Remarks or Conditions with Respect to this Offer". GSA at its sole discretion will make the decision whether or not to accept the deviation. Any deviations must be requested prior to the request for final proposal revisions. If the Offeror requests any deviations, GSA at its sole discretion will make the decision whether to accept the deviation.

Y. Evidence of seismic safety compliance as required in Section 2 of this RLP

**The following paragraphs were added:**

**ACTION REQUIRED: MANDATORY FOR ACTIONS DESIGNATED AT FACILITY SECURITY LEVEL (FSL) III OR IV, WHICH REQUIRES OFFERORS TO DETERMINE BSAC RENT BASED UPON AN ESTIMATED DOLLAR AMOUNT SUPPLIED BY THE GOVERNMENT. DELETE FOR FSL I AND II, WHICH RELIES ON FIRM FIXED (TURNKEY) PRICING FOR SECURITY WORK.**

**ACTION REQUIRED. LEASING SPECIALIST MUST ENTER THE BSAC AMOUNT PRIOR TO ISSUING THE RLP. FOR FSL III, INSERT \$25.00 PER ABOA SF. FOR FSL IV, INSERT \$35.00 PER ABOA SF. THESE NUMBERS ARE ESTIMATED BASED ON THE FSL.**

**NOTE: AMORTIZED TI AND BSAC MAY NOT EXCEED THE HIGH END OF THE MARKET. IF THE INCLUSION OF THE BSAC AMOUNT IS ANTICIPATED TO PUSH THE RENT ABOVE THE HIGH END OF THE MARKET, REDUCE THE BSAC FIGURE BELOW AND OBTAIN AN RWA FOR THE DIFFERENCE.**

**SECURITY IMPROVEMENTS INCLUDED IN OFFER (SEP 2012)**

A. The Building Specific Amortized Capital (BSAC) amount is \_\_\_\_\_ per ABOA SF. The BSAC shall be used for the build-out of security-related improvements in the Building in accordance with the Government-approved design intent drawings. All security countermeasures required by the Government for occupancy shall be performed by the successful Offeror as part of the rental consideration, and all improvements shall meet the quality standards and requirements of this RLP package and its attachments.

B. The BSAC shall include all the Offeror's administrative costs, general contractor fees, subcontractor's profit and overhead costs, Offeror's profit and overhead, design costs, and other associated project fees necessary to prepare



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construction documents and to complete the security countermeasures. It is the successful Offeror's responsibility to prepare all documentation (working/construction drawings, etc.) required to receive construction permits. No costs associated with the building shell or TI shall be included in the BSAC pricing.





# Attachment 2, Lease Template Paragraphs Related To Security

These paragraphs revise existing Lease language for all models except On-Airport. Revisions are highlighted in yellow.

## a. Section 1 (Changes)

The following paragraphs were amended:

**ACTION REQUIRED:** ADJUST THE RENTAL RATES IN THE TABLE TO REFLECT THE RENTAL RATES OF THE LEASE AND ADJUST THE TI **AND BSAC AMORTIZATION**. ADD ADDITIONAL TABLES AS NECESSARY FOR MULTIPLE STEP RENTS.

**NOTE:** THE INCLUSION OF THE AMORTIZED TI AND BSAC CANNOT CAUSE THE RENT TO EXCEED THE HIGH END OF THE MARKET, IN WHICH INSTANCE AN RWA IS NEEDED TO FUND THE EXCESS.

**NOTE FOR TURNKEY MODELS:** CONFIRM WHETHER THE TENANT IMPROVEMENT COSTS LISTED IN THE PROPOSAL EXCEED THE AGENCY'S AUTHORIZED TI TIER. IN ACCORDANCE WITH PRICING POLICY, TI COSTS IN EXCESS OF THE TIER CANNOT BE AMORTIZED INTO THE RENT UNLESS **A DEVIATION** IS GRANTED BY PORTFOLIO. IF THE TI COSTS EXCEED THE AUTHORIZED TIER, THE LEASING SPECIALIST MUST EITHER GAIN APPROVAL TO INCREASE THE TI **ALLOWANCE**, OR OBTAIN AN RWA FOR THE EXCESS TI COSTS. IN ADDITION, THE 1364 MUST BE REVISED TO REFLECT TO LOWER TI PRINCIPAL AND RENT RATE. INCLUDE LUMP SUM PAYMENT LANGUAGE UNDER SECTION 7.

### RENT AND OTHER CONSIDERATION (SEP 2012)

A. The Government shall pay the Lessor annual rent, payable in monthly installments in arrears, at the following rates:

	FIRM TERM	NON FIRM TERM
	ANNUAL RENT	ANNUAL RENT
SHELL RENT <sup>1</sup>	\$XXX,XXX.XX	\$XXX,XXX.XX
TENANT IMPROVEMENTS RENT <sup>2</sup>	\$ XXX,XXX.XX	\$0.00
OPERATING COSTS <sup>3</sup>	\$ XXX,XXX.XX	\$ XXX,XXX.XX
BUILDING SPECIFIC <b>AMORTIZED CAPITAL</b> <sup>4</sup>	\$ XXX,XXX.XX	\$ XXX,XXX.XX
PARKING <sup>5</sup>	\$ XXX,XXX.XX	\$ XXX,XXX.XX
<b>TOTAL ANNUAL RENT</b>	<b>\$XXX,XXX.XX</b>	<b>\$XXX,XXX.XX</b>

<sup>1</sup>Shell rent (Firm Term) calculation: \$XX per RSF multiplied by XX RSF

<sup>2</sup>The Tenant Improvement Allowance of \$XX is amortized at a rate of X percent per annum over XX years.

<sup>3</sup>Operating Costs rent calculation: \$XX per RSF multiplied by XX RSF

<sup>4</sup>**Building Specific Amortized Capital** (BSAC) of \$XX are amortized at a rate of X percent per annum over XX years

<sup>5</sup>Parking costs described under sub-paragraph G below



**ACTION REQUIRED: INSERT THIS SUB-PARAGRAPH ONLY WHEN AMORTIZING TI OR BSAC BEYOND THE FIRM TERM OF THE LEASE. OTHERWISE DELETE**

In instances where the Lessor amortizes either the TI or Building Specific Amortized Capital for a period exceeding the Firm Term of the Lease, should the Government terminate the Lease after the Firm Term or does not otherwise renew or extend the term beyond the Firm Term, the Government shall not be liable for any costs, including unamortized costs, beyond the Firm Term.

**ACTION REQUIRED:**

- INPUT INFORMATION IN HIGHLIGHTED TEXT AREA
- DELETE B WHEN USING THE SUCCEEDING/SUPERSEDING LEASE MODEL

B. Rent is subject to adjustment based upon a mutual on-site measurement of the Space upon acceptance, not to exceed **XX** ABOA SF based upon the methodology outlined under the "Payment" clause of GSA Form 3517.

**ACTION REQUIRED: DELETE C WHEN USING TURNKEY MODELS (SUCCEEDING/SUPERSEDING AND STREAMLINED OPTIONS 1 AND 3)**

C. Rent is subject to adjustment based upon the final Tenant Improvement (TI) cost to be amortized in the rental rate, as agreed upon by the parties subsequent to the Lease Award Date.

**ACTION REQUIRED: DELETE SUB-PARAGRAPH D FOR FSL I AND II (TURNKEY SECURITY PRICING)**

D. Rent is subject to adjustment based on the final Building Specific Amortized Capital (BSAC) cost to be amortized in the rental rate, as agreed upon by the parties subsequent to the Lease Award Date.

E. If the Government occupies the Premises for less than a full calendar month, then rent shall be prorated based on the actual number of days of occupancy for that month.

F. Rent shall be paid to Lessor by electronic funds transfer in accordance with the provisions of the General Clauses. Rent shall be payable to the Payee designated in the Lessor's Central Contractor Registration (CCR). If the payee is different from the Lessor, both payee and Lessor must be registered in CCR.

G. Lessor shall provide to the Government, in exchange for the payment of rental and other specified consideration, the following:

1. The leasehold interest in the Property described in the paragraph entitled "The Premises."
2. All costs, expenses and fees to perform the work required for acceptance of the Premises in accordance with this Lease, including all costs for labor, materials, and equipment, professional fees, contractor fees, attorney fees, permit fees, inspection fees, and similar such fees, and all related expenses;

**ACTION REQUIRED: USE THE FIRST SUB-PARAGRAPH "3" BELOW FOR A "FULLY SERVICED" LEASE, AND DELETE THE SECOND SUB-PARAGRAPH. USE THE SECOND SUB-PARAGRAPH "3," BELOW FOR A "LEASE NET OF UTILITIES." IDENTIFY WHICH UTILITIES (ELECTRIC AND/OR GAS) ARE NET. THEN DELETE THE FIRST SUB-PARAGRAPH "3." ALSO DELETE ONE OF THE UTILITIES PARAGRAPHS IN THE "UTILITIES, SERVICES, AND OBLIGATIONS DURING THE LEASE TERM" SECTION OF THIS LEASE, ACCORDINGLY.**

3. Performance or satisfaction of all other obligations set forth in this Lease; and all services, utilities, and maintenance required for the proper operation of the Property, the Building, and the Premises in accordance with the terms of the Lease, including, but not limited to, all inspections, modifications, repairs, replacements, and improvements required to be made thereto to meet the requirements of this Lease.

3. Performance or satisfaction of all other obligations set forth in this Lease; and all services, utilities (with the exclusion of **XX**), maintenance required for the proper operation of the Property, the Building, and the Leased Premises, in accordance with the terms of the Lease, including, but not limited to, all inspections, modifications, repairs, replacements and improvements required to be made thereto to meet the requirements of this Lease. The Government shall be responsible for paying the cost of **XX** directly to the utility provider. The Lessor shall ensure that such utilities are separately metered. The Lessor shall provide and install as part of shell rent, separate meters for utilities. Sub-meters are not acceptable. The Lessor shall furnish in writing to the LCO, prior to occupancy by the Government, a record of the meter numbers and verification that the meters measure Government usage only. Proration is not permissible. In addition, an automatic control system shall be provided to assure compliance with heating and air conditioning requirements.



**ACTION REQUIRED:** IF PARKING IS CHARGED SEPARATELY, USE THE FOLLOWING SUB-PARAGRAPH, AS APPROPRIATE. OTHERWISE, DELETE THE FOLLOWING SUB-PARAGRAPH. NOTE: PARKING RATE IS TYPICALLY ON A PER MONTH BASIS.

H. Parking shall be provided at a rate of \$XX per parking space per month (Structure), and \$XX per parking space per month (Surface).

**The following paragraphs have been added:**

**ACTION REQUIRED:** MANDATORY FOR ACTIONS DESIGNATED AT FACILITY SECURITY LEVEL (FSL) III OR IV, WHICH REQUIRES OFFERORS TO DETERMINE BSAC RENT BASED UPON AN ESTIMATED DOLLAR AMOUNT SUPPLIED BY THE GOVERNMENT. DELETE FOR FSL I AND II, WHICH RELIES ON FIRM FIXED (TURNKEY) PRICING FOR SECURITY WORK.

**ACTION REQUIRED.** LEASING SPECIALIST MUST ENTER THE BSAC PRIOR TO ISSUING LEASE DOCUMENT WITH THE RLP. MUST MATCH THE AMOUNT USED UNDER THE RLP. INSERT THE AMORTIZATION RATE AT LEASE AWARD.

#### **BUILDING SPECIFIC AMORTIZED CAPITAL (SEP 2012)**

For purposes of this Lease, the Building Specific Amortized Capital (BSAC) is \$XX.XX per ABOA SF. The Lessor will make the total BSAC amount available to the Government, which will use the funds for security related improvements. This amount is amortized in the rent over the Firm Term of this lease at an annual interest rate of X percent.

**ACTION REQUIRED:** MANDATORY FOR ACTIONS DESIGNATED AT FACILITY SECURITY LEVEL (FSL) III OR IV, WHICH REQUIRES OFFERORS TO DETERMINE BSAC RENT BASED UPON AN ESTIMATED DOLLAR AMOUNT SUPPLIED BY THE GOVERNMENT. DELETE FOR FSL I AND II, WHICH RELIES ON FIRM FIXED (TURNKEY) PRICING FOR SECURITY WORK.

#### **BUILDING SPECIFIC AMORTIZED CAPITAL RENTAL ADJUSTMENT (SEP 2012)**

A. The Government, at its sole discretion, shall make all decisions about the use of the Building Specific Amortized Capital (BSAC). The Government may use all or part of the BSAC. The Government may return to the lessor any unused portion of the BSAC in exchange for a decrease in rent (where applicable) according to the agreed-upon amortization rate over the Firm Term.

B. The Government may elect to make lump-sum payments for any work covered by the BSAC. The part of the BSAC amortized in the rent shall be reduced accordingly. At any time after occupancy and during the Firm Term of the Lease, the Government, at its sole discretion, may elect to pay a lump sum for any part or all of the remaining unpaid amortized balance of the BSAC. If the Government elects to make a lump-sum payment for the BSAC after occupancy, the payment of the BSAC by the Government will result in a decrease in the rent according to the amortization rate over the Firm Term of the Lease.

C. If it is anticipated that the Government will spend more than the BSAC identified above, the Government shall have the right to either:

1. Reduce the security countermeasure requirements;
2. Pay a lump sum for the amount overage upon substantial completion in accordance with the "Acceptance of Space and Certificate of Occupancy" paragraph; or
3. Negotiate an increase in the rent.

## **b. Section 4 (Changes)**

The following paragraphs have been amended:



**SCHEDULE FOR COMPLETION OF SPACE (SEP 2012)**

Design and construction activities for the Space shall commence upon Lease award. The Lessor shall schedule the following activities to achieve timely completion of the work required by this Lease:

**ACTION REQUIRED:** CHOOSE ONE OF THREE DID METHODS BELOW: "GOVERNMENT-PROVIDED DID," OR "DID WORKSHOP," OR "LESSOR-PROVIDED DID"; AND DELETE THE OTHER TWO METHODS. NOTE: AFTER SELECTION AND DELETION OF TWO OF THE FOLLOWING THREE METHODS, CONTINUE THIS PARAGRAPH FROM SUB-PARAGRAPH "D," BELOW. FILL IN THE REQUIRED DATES OR WORKING DAYS.

**GOVERNMENT-PROVIDED DID METHOD**

A. Government-Provided Design Intent Drawings (DIDs): The Government shall prepare and provide to the Lessor the Government's approved DIDs based upon the base Building documents provided by the Lessor as required in the paragraph titled "DOCUMENTS INCORPORATED IN THE LEASE" paragraph of this lease. These DIDs will detail the TIs to be made by the Lessor within the Space. DIDs shall be due to the Lessor within **XX** Working Days from award.

B. DIDs. For the purposes of this Lease, DIDs are defined as fully dimensioned drawings of the leased Space which reflect all Lease requirements provided by the Government sufficient for the preparation of construction documents (CDs), including, but not limited to:

1. Generic furniture layout, wall, door, and built-in millwork locations;
2. Telephone, electrical, and data outlet types and locations;
3. Information necessary for calculation of electrical and HVAC loads;
4. **Work related to security requirements; and**
5. All finish selections.

**DID WORKSHOP METHOD**

A. Design Intent Drawing (DID) Workshop: In conjunction with the Government, the Lessor shall commit as part of shell costs to a **X**-day DID workshop tentatively scheduled to begin **month/day/year or X Working Days after award** at the office of the Lessor's architect or an alternate location agreed to by the Government. The architect will provide full design services so that the DIDs can be completed during this conference.

B. DIDs. For the purposes of this Lease, DIDs are defined as fully dimensioned drawings of the leased Space which reflect all Lease requirements provided by the Government sufficient for the preparation of construction documents (CDs), including, but not limited to:

1. Generic furniture layout, wall, door, and built-in millwork locations;
2. Telephone, electrical, and data outlet types and locations;
3. Information necessary for calculation of electrical and HVAC loads
4. **Work related to security requirements; and**
5. All finish selections.

C. The Government's review and approval of the DIDs is limited to conformance to the specific requirements of the Lease and the client agency build-out requirements as they apply to the Space. The Government will provide formal approval of DIDs in writing **XX** Working Days from the conclusion of the DID conference.

**LESSOR-PROVIDED DID METHOD**

A. Lessor-Provided Design Intent Drawings (DIDs): The Lessor must submit to GSA, as part of the shell cost, complete DIDs conforming to the requirements of this Lease and other Government-supplied information related to the tenant agency's interior build-out requirements not later than **XX** Working Days following the Lease Award Date, provided that the Government supplies such information and direction as reasonably required for Lessor to timely complete DIDs. The Government (GSA and the tenant agency) shall attend two meetings at the Lessor's request for the purpose of providing information and direction in the development of DIDs. The Lessor should anticipate at least two submissions of DIDs before receiving approval. At the sole discretion of the Government, the Lessor may be required to submit a budget proposal based on the TIs and associated work as shown on the DIDs. This budget proposal shall be completed within **XX** Working Days of the Government's request.



B. DIDs. For the purposes of this Lease, DIDs are defined as fully dimensioned drawings of the leased Space that reflect all Lease requirements provided by the Government sufficient for the preparation of construction documents (CDs), including, but not limited to:

1. Generic furniture layout, wall, door, and built-in millwork locations;
2. Telephone, electrical, and data outlet types and locations;
3. Information necessary for calculation of electrical and HVAC loads;
4. **Work related to security requirements; and**
5. **All finish selections.**

C. Government review and approval of Lessor-provided DIDs: The Government must notify the Lessor of DID approval not later than **XX** Working Days following submission of DIDs conforming to the requirements of this Lease as supplied by the Government. Should the DIDs not conform to these requirements, the Government must notify the Lessor of such non-conformances within the same period; however, the Lessor shall be responsible for any delay to approval of DIDs occasioned by such non-conformance. The Government's review and approval of the DIDs is limited to conformance to the specific requirements of the Lease as they apply to the Space.



D. The Lessor's preparation and submission of construction documents (CDs): The Lessor as part of the TI must complete CDs conforming to the approved DIDs not later than **XX** Working Days following the approval of DIDs. The pricing for this work is included under the A/E fees established under Section 1 of the Lease. If during the preparation of CDs the Lessor becomes aware that any material requirement indicated in the approved DIDs cannot be reasonably achieved, the Lessor shall promptly notify GSA, and shall not proceed with completion of CDs until direction is received from the LCO. The LCO shall provide direction within **XX** Working Days of such notice, but the Government shall not be responsible for delays to completion of CDs occasioned by such circumstances. For the purpose of this paragraph, a "material requirement" shall mean any requirement necessary for the Government's intended use of the Space as provided for in, or reasonably inferable from, the Lease and the approved DIDs (e.g., number of workstations and required adjacencies).

E. Government review of CDs: The Government shall have **XX** Working Days to review CDs before Lessor proceeds to prepare a TI price proposal for the work described in the CDs. At any time during this period of review, the Government shall have the right to require the Lessor to modify the CDs to enforce conformance to Lease requirements and the approved DIDs.

F. The Lessor's preparation and submission of the TI price proposal: The Lessor shall prepare and submit a complete TI price proposal in accordance with this Lease within **XX** Working Days following the end of the Government CD review period.

G. Negotiation of TI price proposal and issuance of notice to proceed (NTP): The Government shall issue NTP within **XX** Working Days following the submission of the TI price proposal, provided that the TI price proposal conforms to the requirements of the paragraph titled "Tenant Improvements Price Proposal" and the parties negotiate a fair and reasonable price for TIs.

**ACTION REQUIRED: DELETE SUB-PARAGRAPH H FOR FSL I AND II (SECURITY TURNKEY PRICING).**

H. The Lessor's preparation and submission of the BSAC price proposal: The Lessor shall prepare and submit a complete BSAC price proposal in accordance with this Lease within **XX** Working Days following the end of the Government CD review period.

**ACTION REQUIRED: DELETE SUB-PARAGRAPH I FOR FSL III and IV (SECURITY PRICED POST-AWARD).**

I. Negotiation of TI price proposal and issuance of notice to proceed (NTP): The Government shall issue NTP within **XX** Working Days following the submission of the TI price proposal, provided that the TI price proposal conforms to the requirements of the paragraph titled "Tenant Improvements Price Proposal" and the parties negotiate a fair and reasonable price for TIs.

**ACTION REQUIRED: DELETE SUB-PARAGRAPHS J FOR FSL I AND II (SECURITY TURNKEY PRICING).**

J. Negotiation of TI and BSAC price proposals and issuance of notice to proceed (NTP): The Government shall issue NTP within **XX** Working Days following the submission of the TI and BSAC price proposals, provided that both the TI and BSAC price proposals conform to the requirements of the paragraphs titled "Tenant Improvements Price Proposal" and "Building Specific Amortized Capital Price Proposal" and the parties negotiate a fair and reasonable price for TIs.



K. **Construction of TIs and completion of other required construction work:** The Lessor shall complete all work required to prepare the Premises as required in this Lease ready for use not later than **XX** Working Days following issuance of NTP.

#### CONSTRUCTION DOCUMENTS (SEP 2012)

The Lessor's CDs shall include all mechanical, electrical, plumbing, fire protection, life safety, lighting, structural, **security**, and architectural improvements scheduled for inclusion into the Space. CDs shall be annotated with all applicable specifications. CDs shall also clearly identify TIs already in place and the work to be done by the Lessor or others. Notwithstanding the Government's review of the CDs, the Lessor is solely responsible and liable for their technical accuracy and compliance with all applicable Lease requirements.

#### TENANT IMPROVEMENTS PRICING REQUIREMENTS (SEP 2012)

- A. Under the provisions of FAR Subpart 15.4, the Lessor shall submit a TI price proposal with information that is adequate for the Government to evaluate the reasonableness of the price or determining cost realism for the TIs within the time frame specified in this section. The TI price proposal shall use the fee rates specified in the "Tenant Improvement Fee Schedule" paragraph of this Lease. The Lessor shall exclude from the TI price proposal all costs for fixtures and/or other TIs already in place, provided the Government has accepted same. However, the Lessor will be reimbursed for costs to repair or improve the fixture(s) and/or any other improvements already in place. The Lessor must provide certified cost or pricing data for TI proposals exceeding the threshold in FAR [15.403-4](#), to establish a fair and reasonable price. For TI proposals that do not exceed the threshold in FAR 15-403-4, the Lessor shall submit adequate documentation to support the reasonableness of the price proposal as determined by the LCO.
- B. The TIs scope of work includes the Lease, the DIDs, the CDs, and written specifications. In cases of discrepancies, the Lessor shall immediately notify the LCO for resolution. All differences will be resolved by the LCO in accordance with the terms and conditions of the Lease.
- C. In lieu of requiring the submission of detailed cost or pricing data as described above, the Government (in accordance with FAR 15.403) is willing to negotiate a price based upon the results of a competitive proposal process. A minimum of two qualified General Contractors (GCs) shall be invited by the Lessor to participate in the competitive proposal process. Each participant shall compete independently in the process. In the absence of sufficient competition from the GCs, a minimum of two qualified subcontractors from each trade of the Tenant Improvement Cost Summary (TICS) Table (described below) shall be invited to participate in the competitive proposal process.
- D. Each TI proposal shall be (1) submitted by the proposed General Contractors (or subcontractors) using the TICS Table in CSI Masterformat; (2) reviewed by the Lessor prior to submission to the Government to ensure compliance with the scope of work (specified above) and the proper allocation of shell and TI costs; and (3) reviewed by the Government. The GCs shall submit supporting bids from major subcontractors along with additional backup to the TICS Table in a format acceptable to the Government, consistent with the TICS Table Masterformat cost elements.
- E. Unless specifically designated in this Lease as a TI **or BSAC** cost, all construction costs shall be deemed to be included in the Shell Rent. Any costs in the GC's proposal for Building shell **and BSS** items shall be clearly identified on the TICS Table separately from the TI costs.
- F. The Government reserves the right to determine if bids meet the scope of work, that the price is reasonable, and that the Lessor's proposed contractors are qualified to perform the work. The Government reserves the right to reject all bids at its sole discretion. The Government reserves the right to attend or be represented at all negotiation sessions between the Lessor and potential contractors.
- G. The Lessor shall demonstrate to the Government that best efforts have been made to obtain the most competitive prices possible, and the Lessor shall accept responsibility for all prices through direct contracts with all contractors. The LCO shall issue to the Lessor a NTP with the TIs upon the Government's sole determination that the Lessor's proposal is acceptable. The Lessor shall complete the work within the time frame specified in this section of the Lease.



### The following paragraph has been added:

**ACTION REQUIRED:** MANDATORY FOR ACTIONS DESIGNATED AT FACILITY SECURITY LEVEL (FSL) III OR IV, WHICH REQUIRES OFFERORS TO DETERMINE BSAC RENT BASED UPON AN ESTIMATED DOLLAR AMOUNT SUPPLIED BY THE GOVERNMENT. DELETE FOR FSL I AND II, WHICH RELIES ON FIRM FIXED (TURNKEY) PRICING FOR SECURITY WORK.

**ACTION REQUIRED:** LEASING SPECIALIST MUST ENTER THE BSAC PRIOR TO ISSUING LEASE DOCUMENT WITH THE RLP. MUST MATCH THE AMOUNT USED UNDER THE RLP. INSERT THE AMORTIZATION RATE AT LEASE AWARD.

**NOTE:** AMORTIZED TI AND BSAC MAY NOT EXCEED THE HIGH END OF THE MARKET. IF THE INCLUSION OF THE BSAC AMOUNT IS ANTICIPATED TO PUSH THE RENT ABOVE THE HIGH END OF THE MARKET, REDUCE THE BSAC FIGURE BELOW AND OBTAIN AN RWA FOR THE DIFFERENCE

#### **BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC) PRICE PROPOSAL (SEP 2012)**

The Lessor's BSAC price proposal shall be supported by sufficient cost or pricing data to enable the Government to evaluate the reasonableness of the proposal, or documentation that the Proposal is based upon competitive proposals. The pricing requirements described in the "Tenant Improvements Pricing Requirements" paragraph shall apply to BSAC pricing, except that pricing shall be submitted using the Security Unit Price List (SecUP).

## c. Section 6 (Changes)

### The following paragraph has been added:

#### **IDENTITY VERIFICATION OF PERSONNEL (SEP 2012)**

The Government reserves the right to verify identities of personnel with routine pre-occupancy and/or unaccompanied access to Government space. The Lessor shall comply with the agency personal identity verification procedures below that implement [Homeland Security Presidential Directive-12](#) (HSPD-12), Office of Management and Budget (OMB) guidance [M-05-24](#), and Federal Information Processing Standards Publication (FIPS PUB) Number 201, as amended.

The Lessor shall insert this paragraph in all subcontracts when the subcontractor is required to have physical access to a federally controlled facility or access to a federal information system. Lessor compliance with sub-paragraphs below will suffice to meet the Lessor's requirements under HSPD-12, OMB M-05-24, and FIPS PUB Number 201.

The Government reserves the right to conduct background checks on Lessor personnel and contractors with routine access to Government leased space.

Upon request, the Lessor will notify the Government whether they will use either the manual process and submit completed fingerprint charts and background investigation forms, or use the electronic process of ID verification, completed through the E-QUIP system. This would be done for each employee of the Lessor, as well as employees of the Lessor's contractors or subcontractors who will provide building operating services requiring routine access to the Government's leased space for a period greater than 6 months. The Government may also require this information for the Lessor's employees, contractors, or subcontractors who will be engaged to perform alterations or emergency repairs in the Government's space.

#### **MANUAL PROCESS**

The Lessor shall provide Form FD 258, Fingerprint Chart (available from the Government Printing Office at <http://bookstore.gpo.gov>), and Standard Form 85P, [Questionnaire for Public Trust Positions](#), completed by each person and returned to the Lease Contracting Officer (or the contracting officer's designated representative) within 30 days from receipt of the forms.

#### **ELECTRONIC PROCESS**

The electronic process will be done through the E-QIP system. The Lessor's contractor/personnel will receive an email along with instructions for completing the Office of Personnel Electronic Questionnaire (e-QIP).



The contractor/personnel will have up to (7) seven business days to login and complete the e-QIP for the background investigation.

The contractor/personnel will be instructed to access the website, and receive on screen instructions which include but it is not limited to:

- § How to Log In
- § How to Answer and Create New Golden Questions
- § What Additional Documents to Send
- § To Print and Sign two Signature Forms (Certification That My Answers Are True)
- § To complete the submission process press the "Release /Request Transmit to the Agency" and exit the process
- § Where to Send ;

The Lessor must ensure prompt input, and timely receipt of the following, from their contractor/personnel:

- (1) Two (2) FBI Fingerprint Cards (Form FD-258) or one (1) card produced by a livescan device,
- (2) Certification That My Answers Are True
- (3) Authorization for Release of Information

The Lessor must ensure the contracting officer (or the contracting officer's designated Representative has all of the requested documentation to ensure the completion of the investigation.

Based on the information furnished, the Government will conduct background investigations of the employees. The contracting officer will advise the Lessor in writing if an employee fails the investigation, and, effective immediately, the employee will no longer be allowed to work or be assigned to work in the Government's space.

Throughout the life of the lease, the Lessor shall provide the same data for any new employees, contractors, or subcontractors who will be assigned to the Government's space. In the event the Lessor's contractor or subcontractor is subsequently replaced, the new contractor or subcontractor is not required to submit another set of these forms for employees who were cleared through this process while employed by the former contractor or subcontractor. The Lessor shall resubmit Form FD 258 and Standard Form 85P for every employee covered by this paragraph on a 5 year basis.

## d. Section 7 (Changes)

The following paragraph was not edited:

**ACTION REQUIRED:** INSERT SECURITY LEVEL BELOW AND ATTACH APPROPRIATE SECURITY STANDARDS FROM NATIONAL OFFICE OF LEASING GOOGLE SITE.

### **SECURITY STANDARDS (JUN 2012)**

The Lessor agrees to the requirements of Security Level **X** attached to this Lease.





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## **Attachment 3, Security Requirements for FSL I**

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Requirements for FSL I are on the following pages.



INSTRUCTIONS TO LEASING SPECIALISTS: THE FOLLOWING BASELINE SPECIFICATIONS REPRESENT THE FULL EXTENT OF SECURITY SPECIFICATIONS AVAILABLE TO LEVEL I REQUIREMENTS UNDER THE ISC.

THESE ARE THE MINIMUM BASELINE REQUIREMENTS (MANDATORY). THE LCO MAY INCLUDE ADDITIONAL REQUIREMENTS, IDENTIFIED THROUGH PROGRAMMATIC OR RISK BASED ASSESSMENT. ANY ADDITIONAL REQUIREMENTS NOT SUPPORTED BY RISK ASSESSMENT MAY BE INCLUDED, BUT MUST BE FUNDED AS TENANT SPECIFIC SECURITY (TIS), AND NOT AS BSAC.

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### SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL I

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THESE PARAGRAPHS CONTAIN SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SHELL. WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS ON THIS LEASE, THE STRICTEST SHALL APPLY.

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#### DEFINITIONS:

**CRITICAL AREAS** - The areas that house systems that if damaged or compromised could have significant adverse consequences for the facility, operation of the facility, or mission of the agency or its occupants and visitors. These areas may also be referred to as "limited access areas," "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled space (e.g., generators, air handlers, electrical feeds which could be located outside Government-controlled space).

**SENSITIVE AREAS** - Sensitive areas include vaults, Sensitive Compartmented Information Facilities (SCIFs), evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primarily housed within Government-controlled space.

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#### FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

##### FACILITY ENTRANCES AND LOBBY

##### EMPLOYEE ACCESS CONTROL AT ENTRANCES

The Lessor shall provide key or electronic access control for all Government employees under this Lease to the entrance to the Building (including after-hours access).



## COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

### PUBLIC RESTROOM ACCESS

The Government reserves the right to control access to public restrooms located within the Space.

### SECURING CRITICAL AREAS

The Lessor shall secure areas designated as Critical Areas to restrict access:

- A. Keyed locks, keycards, or similar security measures shall strictly control access to mechanical areas. Additional controls for access to keys, keycards, and key codes shall be strictly maintained. The Lessor shall develop and maintain accurate HVAC plans and HVAC system labeling within mechanical areas.
- B. Roofs with HVAC systems shall also be secured. Fencing or other barriers may be required to restrict access from adjacent roofs based on a Government Building Security Assessment. Roof access shall be strictly controlled through keyed locks, keycards, or similar measures. Fire and life safety egress shall be carefully reviewed when restricting roof access.
- C. At a minimum, Lessor shall secure building mechanical and janitorial areas including sprinkler rooms, electrical closets, telecommunications rooms and janitor closets.

### VISITOR ACCESS CONTROL

Entrances are open to the public during business hours. After hours, visitor entrances are secured, and have a means to verify the identity of persons requesting access prior to allowing entry into the Space.

## INTERIOR (GOVERNMENT SPACE)

### DESIGNATED ENTRANCES

The Government shall have a designated main entrance.

### IDENTITY VERIFICATION

The Government reserves the right to verify the identity of persons requesting access to the Space prior to allowing entry.

### FORMAL KEY CONTROL PROGRAM



The Government reserves the right to implement a formal key control program. The lessor shall have a means of allowing the electronic disabling of lost or stolen access media, if electronic media is used.

**SITES**

**SIGNAGE**

**POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL**

The Lessor shall not post sign(s) or otherwise identify the facility and parking areas as a Government, or specific Government tenant, occupied facility, including during construction, without written Government approval.

**POSTING OF REGULATORY SIGNAGE**

The Government may post or request the Lessor to post regulatory, statutory and site specific signage at the direction of the Government.

**LANDSCAPING**

**LANDSCAPING REQUIREMENTS**

Lessor shall maintain landscaping (trees, bushes, hedges, land contour, etc.) around the facility. Landscaping shall be neatly trimmed in order to minimize the opportunity for concealment of individuals and packages/containers. Landscaping shall not obstruct the views of security guards and CCTV cameras, or interfere with lighting or IDS equipment.

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN**

The Lessor shall separate from public access, restricted areas as designated by the Government, through the application of Crime Prevention Through Environmental Design (CPTED) principles by using trees, hedges, berms, or a combination of these or similar features, and by fences, walls, gates and other barriers, where feasible and acceptable to the Government.

**SECURITY SYSTEMS**

No requirements

**STRUCTURE**

Lessor shall provide written emergency shutdown procedures for air handlers.



## OPERATIONS AND ADMINISTRATION

### LESSOR TO WORK WITH FACILITY SECURITY COMMITTEE (FSC)

The Lessor shall cooperate and work with the buildings Facility Security Committee (FSC) throughout the term of the lease.

### ACCESS TO BUILDING INFORMATION

Building Information—including mechanical, electrical, vertical transport, fire and life safety, security system plans and schematics, computer automation systems, and emergency operations procedures—shall be strictly controlled. Such information shall be released to authorized personnel only, approved by the Government, by the development of an access list and controlled copy numbering. The Contracting Officer may direct that the names and locations of Government tenants not be disclosed in any publicly accessed document or record. If that is the case, the Government may request that such information not be posted in the building directory.

Lessor shall have emergency plans and associated documents readily available in the event of an emergency.



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## **Attachment 4, Security Requirements for FSL II**

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Requirements for FSL II are on the following pages.



INSTRUCTIONS TO LEASING SPECIALISTS: THE FOLLOWING BASELINE SPECIFICATIONS REPRESENT THE FULL EXTENT OF SECURITY SPECIFICATIONS AVAILABLE TO LEVEL II REQUIREMENTS UNDER THE ISC.

FOR LEASE CONSTRUCTION PROJECTS, CONSULT WITH PHYSICAL SECURITY SPECIALIST TO OBTAIN ADDITIONAL BLAST RESISTANT CONSTRUCTION STANDARDS (E.G. SETBACK, FAÇADE HARDENING).

THESE ARE THE MINIMUM BASELINE REQUIREMENTS (MANDATORY). THE LCO MAY INCLUDE ADDITIONAL REQUIREMENTS, IDENTIFIED THROUGH PROGRAMMATIC OR RISK BASED ASSESSMENT. ANY ADDITIONAL REQUIREMENTS NOT SUPPORTED BY RISK ASSESSMENT MAY BE INCLUDED, BUT MUST BE FUNDED AS TENANT SPECIFIC SECURITY (TIS) AND NOT AS BSAC.

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## SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL II

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THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC). WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS ON THIS LEASE, THE STRICTEST SHALL APPLY.

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### DEFINITIONS:

**CRITICAL AREAS** - The areas that house systems that if damaged or compromised could have significant adverse consequences for the facility, operation of the facility, or mission of the agency or its occupants and visitors. These areas may also be referred to as "limited access areas," "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled space (e.g., generators, air handlers, electrical feeds which could be located outside Government-controlled space).

**SENSITIVE AREAS** – Sensitive areas include vaults, SCIFs, evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primarily housed within Government-controlled space.

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## FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

### FACILITY ENTRANCES AND LOBBY

#### EMPLOYEE ACCESS CONTROL AT ENTRANCES (SHELL)

The Lessor shall provide key or electronic access control for all Government under this Lease employees to the entrance to the building (including after-hours access).

Security Requirements (Level II) (REV 9/28/12) Page 1



## COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS.

### PUBLIC RESTROOM ACCESS (SHELL)

The Government reserves the right to control access to public restrooms located within the Space.

**ACTION REQUIRED. INSERT OTHER CRITICAL AREAS AS DEFINED BY THE CLIENT AGENCY.**

### SECURING CRITICAL AREAS (SHELL)

The Lessor shall secure areas designated as Critical Areas to restrict access:

- A. Keyed locks, keycards, or similar security measures shall strictly control access to mechanical areas. Additional controls for access to keys, keycards, and key codes shall be strictly maintained. The Lessor shall develop and maintain accurate HVAC diagrams and HVAC system labeling within mechanical areas.
- B. Roofs with HVAC systems shall also be secured. Fencing or other barriers may be required to restrict access from adjacent roofs based on a Government Building Security Assessment. Roof access shall be strictly controlled through keyed locks, keycards, or similar measures. Fire and life safety egress shall be carefully reviewed when restricting roof access.
- C. At a minimum, Lessor shall secure building common areas including sprinkler rooms, electrical closets, telecommunications rooms.

### VISITOR ACCESS CONTROL (SHELL)

Entrances are open to the public during business hours. After hours, visitor entrances are secured, and have a means to verify the identity of persons requesting access prior to allowing entry into the Space.

## INTERIOR (GOVERNMENT SPACE)

### DESIGNATED ENTRANCES (SHELL)

The Government shall have a designated main entrance.

### IDENTITY VERIFICATION (SHELL)

The Government reserves the right to verify the identity of persons requesting access to the Space prior to allowing entry.



**FORMAL KEY CONTROL PROGRAM (SHELL)**

The Government reserves the right to implement a formal key control program. The Lessor shall have a means of allowing the electronic disabling of lost or stolen access media, if electronic media is used.

**SITES AND EXTERIOR OF THE BUILDING****SIGNAGE****POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)**

The Lessor shall not post sign(s) or otherwise identify the facility and parking areas as a Government, or specific Government tenant, occupied facility, including during construction, without written Government approval.

**POSTING OF REGULATORY SIGNAGE (SHELL)**

The Government may post or request the Lessor to post regulatory, statutory, sensitive areas and site specific signage.

**LANDSCAPING****LANDSCAPING REQUIREMENTS (SHELL)**

Lessor shall maintain landscaping (trees, bushes, hedges, land contour, etc.) around the facility. Landscaping shall be neatly trimmed in order to minimize the opportunity for concealment of individuals and packages/containers. Landscaping shall not obstruct the views of security guards and CCTV cameras, or interfere with lighting or IDS equipment.

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)**

The Lessor shall separate from public access, restricted areas as designated by the Government, through the application of Crime Prevention Through Environmental Design (CPTED) principles by using trees, hedges, berms, or a combination of these or similar features, and by fences, walls, gates and other barriers, where feasible and acceptable to the Government.

**HAZMAT STORAGE**

If there is HAZMAT storage, Lessor shall locate it in a restricted area or storage container away from loading docks, entrances, and uncontrolled parking.



#### PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES

Trash receptacles, containers, mailboxes, vending machines, or other fixtures and/or features that could conceal packages, brief cases, or other portable containers shall be located 10 feet away from building.

#### SECURITY SYSTEMS

THE FOLLOWING CCTV, IDS, AND DURESS ALARMS ITEMS ARE TO BE INSTALLED BY EITHER THE LESSOR OR FPS. CONSULT WITH CLIENT AGENCY TO DETERMINE WHICH VERSIONS APPLY. WHEN CHOOSING PARAGRAPHS REQUIRING LESSOR INSTALLATION, ESPECIALLY FOR DURESS ALARMS, OBTAIN SPECIFICATIONS FROM FPS AND AGENCY.

#### CLOSED CIRCUIT TELEVISION SYSTEM (CCTV)

**ACTION REQUIRED:** LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.

#### LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE

The lessor shall design, install, and maintain a Closed Circuit Television (CCTV) system as described in this section. The CCTV system will support the entry control system (at entrances and exits to the space), with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access to the Space. As determined by the Government the CCTV system shall provide unobstructed coverage of designated pedestrian entrances and exits. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. CCTV system testing and acceptance shall be conducted by the Government prior to occupancy. The CCTV system shall comply with the Architectural Barriers Act, section F230.0. The Government will centrally monitor the CCTV system. Government specifications are available from the Lease Contracting Officer. CCTV system components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor, in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative, shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 5 business days. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe



identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

#### **GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE**

The Government shall provide and install an entry control system, with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access. This Closed Circuit Television (CCTV) system shall provide the Government with unobstructed coverage, as determined by the Government, of designated pedestrian entrances and exits. The Lessor shall permit twenty-four hour CCTV coverage and recording, provided and operated by the Government. The Government will centrally monitor the CCTV surveillance. Government specifications are available from the Contracting Officer. The Lessor shall post necessary regulatory, statutory, and/or site specific signage, as determined by the Government.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space. The Lessor shall facilitate the installation by allowing access to electrical panels and other areas of the building as necessary.

#### **INTRUSION DETECTION SYSTEM (IDS)**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

#### **LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE**

The Lessor shall design, install, and maintain an Intrusion Detection System (IDS) as described in this section. The Government requires an IDS, which will cover perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS components include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Lease Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy.

Basic Security-in-Depth IDS shall be connected to and monitored at a central station operated by the Department of Homeland Security Megacenter. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident. The Lessor must complete the Megacenter Alarm Requirements (MAR) application process specified by the Government to meet the monitoring requirements for a functional IDS. Components which fail or require maintenance or which fail



during testing shall be serviced in accordance with the Security System Maintenance Criteria listed below..

**Security System Maintenance Criteria:** The Lessor, in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative, shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 5 business days. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

#### **GOVERNMENT PROVIDED SCOPE AND PRODUCT, INSTALLATION, AND MAINTENANCE**

The Lessor shall permit installation of a perimeter Intrusion Detection System (IDS) to be operated by the Government. The Government shall provide and install an IDS on perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS—include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors.

Basic Security-in-Depth IDS shall be connected and monitored at a central station. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and Lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space. The Lessor shall facilitate the installation by allowing access to electrical panels and other areas of the building, as necessary.

#### **DURESS ALARM**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

**LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE**

The Lessor shall design, install, and maintain a duress alarm system as described. **THE GOVERNMENT SHALL PROVIDE A SCOPE OF WORK FOR A DURESS ALARM SYSTEM. (LCO SHOULD ADD SPECIFIC SCOPE HERE)** Technical review shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy. This system shall comply with the Architectural Barriers Act, section F230.0.

The Lessor in consultation and coordination with the security provider and Government shall conduct security system performance testing annually. Testing must be based on established, consistent agency-specific protocols, documented and furnished to the Contracting Officer. Components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems they have installed. Any critical component that becomes inoperable must be replaced or repaired within 5 business days. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

**GOVERNMENT PROVIDED SCOPE, PRODUCT, INSTALLATION, AND MAINTENANCE**

The Lessor shall permit installation of a duress alarm system to be provided and operated by the Government. The Government, in coordination with a security provider, either internal or external, as determined by the Contracting Officer, shall document and implement duress procedures for emergency situations.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.



## STRUCTURE

### WINDOWS

#### SHATTER-RESISTANT WINDOW PROTECTION

The Lessor shall provide and install, shatter-resistant material not less than 0.18 millimeters (7 mil) thick on all exterior windows in Government-occupied space meeting the following properties - Film composite strength and elongation rate measured at a strain rate not exceeding 50% per minute shall not be less than the following:

- Yield Strength: 12,000 psi
- Elongation at yield: 3%
- Longitudinal Tensile strength: 22,000 psi
- Traverse Tensile strength: 25,000 psi
- Longitudinal Elongation at break: 90%
- Traverse Elongation at break: 75%

THE ALTERNATIVE METHOD is for the Lessor to provide a window system that conforms to a minimum glazing performance condition of "3b" for a high protection level and a low hazard level. Window systems shall be certified as prescribed by WINGARD PE 4.3 or later to GSA performance condition 3b (in accordance with the GSA Standard Test Method for Glazing and Window Systems Subject to Dynamic Loadings or Very Low Hazard (in accordance with ASTM F 1642, Standard Test Method for Glazing or Glazing Systems Subject to Air Blast Loading) in response to air blast load of 4 psi/28 psi-msec.

If the Lessor chooses the Alternative Method, they shall provide a description of the shatter-resistant window system and provide certification from a licensed professional engineer that the system as offered meets the above standard. Prior to installation, this will be provided for evaluation by the Government, whose approval shall not be unreasonably withheld.

## OPERATIONS AND ADMINISTRATION

#### LESSOR TO WORK WITH FACILITY SECURITY COMMITTEE (FSC) (SHELL)

The Lessor shall cooperate and work with the buildings Facility Security Committee (FSC) throughout the term of the lease.

#### ACCESS TO BUILDING INFORMATION (SHELL)

Building Information—including mechanical, electrical, vertical transport, fire and life safety, security system plans and schematics, computer automation systems, and emergency operations procedures—shall be strictly controlled. Such information shall be released to authorized personnel only, approved by the Government, by the development of an access list



and controlled copy numbering. The Contracting Officer may direct that the names and locations of Government tenants not be disclosed in any publicly accessed document or record. If that is the case, the Government may request that such information not be posted in the building directory.

Lessor shall have emergency plans and associated documents readily available in the event of an emergency.



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## **Attachment 5, Security Requirements for FSL III**

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Requirements for FSL III are on the following pages.





INSTRUCTIONS TO LEASING SPECIALISTS: THE FOLLOWING BASELINE SPECIFICATIONS REPRESENT THE FULL EXTENT OF SECURITY SPECIFICATIONS AVAILABLE TO LEVEL III REQUIREMENTS UNDER THE ISC. LEASING SPECIALISTS MUST TAILOR THESE SPECIFICATIONS PRIOR TO ISSUING THE RLP, BASED UPON THE RISK ASSESSMENT PROCESS OUTLINED UNDER THE LDG.

FOR LEASE CONSTRUCTION PROJECTS, CONSULT WITH PHYSICAL SECURITY SPECIALIST TO OBTAIN ADDITIONAL BLAST RESISTANT CONSTRUCTION STANDARDS (E.G. SETBACK, FAÇADE HARDENING).

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### SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL III

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THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS THAT MAY BE INSTALLED IN THE LEASED SPACE, AND UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC). BECAUSE EACH BUILDING IS UNIQUE, THE FINAL LIST OF SECURITY COUNTERMEASURES WILL BE DETERMINED DURING THE DESIGN PHASE AND IDENTIFIED IN THE DESIGN INTENT DRAWINGS AND CONSTRUCTION DOCUMENTS. AFTER COMPLETING THE CONSTRUCTION DOCUMENTS, THE LESSOR SHALL SUBMIT A LIST OF THE ITEMIZED COSTS. SUCH COSTS SHALL BE SUBJECT TO NEGOTIATION.

WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS OF THIS LEASE, THE STRICTEST SHALL APPLY.

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#### DEFINITIONS:

**CRITICAL AREAS AND SYSTEMS-** The areas that house systems that if damaged and/or compromised could have significant adverse consequences for the facility, operation of the facility, or mission of the agency or its occupants and visitors. These areas may also be referred to as "limited access areas," "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled Space (e.g., generators, air handlers, electrical feeds, utilities, telecom closets or potable water supply that may be located outside Government-controlled Space).

**SENSITIVE AREAS –** Sensitive areas include vaults, SCIFs, evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primarily housed within Government-controlled space.

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## **FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**

If the leased Space is greater than 75% of the space in the Building (based upon ABOA measurement), the requirements of **FACILITY ENTRANCES AND LOBBY** Section below shall apply to the entrance of the Building. If the leased Space is less than or equal to 75% of the space in the Building (based upon ABOA measurement), then the requirements of **FACILITY ENTRANCES AND LOBBY** Section below shall apply to the entrance of the leased Space.

### **FACILITY ENTRANCES AND LOBBY**

#### **LIMITING LOBBY QUEUING**

The Lessor and the Government shall create a separate foot traffic flow pattern for employees and visitors at entrances to minimize lobby queuing caused by screening, visitor processing, and access control systems.

#### **LEVEL III ONLY**

#### **PHYSICAL BOUNDARIES TO CONTROL ACCESS TO PUBLIC AND NON-PUBLIC AREAS – LEVEL III**

The Government reserves the right to use stanchions, counters, furniture, knee walls or product-equivalents, as determined by the Government, to establish physical boundaries to control access to non-public areas. The Lessor shall post directional signs as appropriate.

#### **SCREENING REQUIREMENTS**

#### **VISITOR SIGN-IN/OUT AFTER HOURS**

The Lessor shall provide a system, acceptable to the Government, that after hour visitors to the Building shall be required to sign in and sign out either electronically or in a Building register.

#### **MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES**

Magnetometers and X-ray machines will be installed by the Government at the public entrance. Armed security guards, provided by the Government, will direct the occupants and visitors through the screening equipment. Appropriate lobby and entrance/exit space shall be made available for this purpose. This space shall be considered part of the lease common area and not ABOA square footage. The Government requires visitors to non-public areas to display a visitor's identification badge. If there are other non-Government tenants, the Lessor shall notify them of this requirement and assist those tenants in obtaining ID acceptable to the Government.

#### **ACCOMMODATION OF RETAIL/MIX USE SPACE**



All non-Government personnel entering from retail or public space must enter through a screening point.

### **COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**

#### **PUBLIC RESTROOMS ACCESS (SHELL)**

The Lessor shall provide a means to control access to public restrooms within Government controlled space that is acceptable to the Government.

#### **SECURING CRITICAL AREAS**

Areas designated as Critical Areas shall be locked using HSPD-12 compliant electronic access control equipment (see IDS requirements). The Government shall have the right to monitor and limit access to these areas. Access shall be limited to authorized personnel, as determined by the Government.

#### **VISITOR ESCORT AND ID REQUIREMENTS**

The Government shall require the Lessor to escort contractors, service personnel, and visitors to all non-public areas. The Lessor shall require visitors to non-public areas to display a visitor ID at all times.

#### **SECURING COMMON BUILDING UTILITIES AND ACCESS TO ROOF**

The Lessor shall secure utility, mechanical, electrical telecommunication rooms, and access to interior space from the roof using locks and an Intrusion Detection System (IDS).

#### **RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS**

The Lessor shall implement architectural or structural features, or other positive countermeasures that deny contact with exposed primary vertical load members in the public areas. A minimum standoff of at least 100 mm (4 inches) is required.

#### **RESTRICT CONTACT FROM MAIL AREA WITH PRIMARY VERTICAL LOAD MEMBERS**

The lessor shall implement architectural or structural features, or other positive countermeasures in the mail screening and receiving areas that deny contact with exposed primary vertical load members. A minimum standoff of at least 150 mm (6 inches) is required.



## INTERIOR OF SPACE

### WEARING PHOTO ID IN GOVERNMENT SPACE

The Lessor and his contractors shall be required to wear a photo ID to be visible at all times when in Government- controlled Space.

### SECURE EMPLOYEE ENTRANCE DOORS

The Lessor shall provide a means to secure, as determined by the Government, doors identified by Government as employee entrance doors. The Government may elect to post guards to verify ID badges via visual and physical inspection before entry to Government occupied Space.

### LIMIT ON ENTRY POINTS (SHELL)

The Government may elect to limit the number of entry points to the Building or to the Government occupied Space to the fewest number practicable.

### FORMAL KEY CONTROL PROGRAM (SHELL)

The Government reserves the right to implement a formal key control program. The Lessor shall have a means of allowing the electronic disabling of lost or stolen access media, if electronic media is used.

### ELECTRONIC ACCESS FOR EMPLOYEES

The Lessor shall provide electronic access control for employee entry doors without a guard post (including after-hours access) in conjunction with CCTV coverage.

## SITE AND EXTERIOR OF THE BUILDING

### SIGNAGE

#### POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)

The Lessor shall not post sign(s) or otherwise identify the facility and parking areas as a Government, or specific Government tenant, occupied facility, including during construction, without written Government approval.

#### POSTING OF REGULATORY SIGNAGE (SHELL)

The Government may post or request the Lessor to post regulatory, statutory, sensitive areas, and site specific signage.



## LANDSCAPING AND ENTRANCES

### LANDSCAPING REQUIREMENTS (SHELL)

Lessor shall maintain landscaping (trees, bushes, hedges, land contour, etc.) around the facility. Landscaping shall be neatly trimmed in order to minimize the opportunity for concealment of individuals and packages/containers. Landscaping shall not obstruct the views of security guards and CCTV cameras, or interfere with lighting or IDS equipment.

### CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)

The Lessor shall separate from public access, restricted areas as designated by the Government, through the application of Crime Prevention Through Environmental Design (CPTED) principles by using trees, hedges, berms, or a combination of these or similar features, and by fences, walls, gates and other barriers, where feasible and acceptable to the Government.

### HAZMAT STORAGE

If there is HAZMAT storage, Lessor shall locate it in a restricted area or storage container away from loading docks, entrances, and uncontrolled parking.

### (LEVEL III ONLY)

#### PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES – LEVEL III

Trash receptacles, containers, mailboxes, vending machines, or other fixtures and features that could conceal packages, brief cases, or other portable containers shall be located \_10\_ feet away from the Building.

### VEHICLE BARRIERS

The Lessor shall provide vehicle barriers to protect pedestrian and vehicle access points, and Critical Areas from penetration by a 4700 pound vehicle traveling at 35 mile per hour.

## PARKING

### NUMBER OF PARKING ENTRANCES

The number of parking entrances shall be limited to the minimum required for efficient operations or local code. Entrances to parking areas shall be equipped with vehicle gates to control access to authorized vehicles (employee, screened visitor and approved Government vehicle).

**ILLUMINATION OF ENTRANCES, EXITS, PARKING LOTS AND GARAGES (SHELL)**

Facility entrances, exits, parking lots and garages shall be illuminated to a minimum of   5   lumens, at all times.

**AUTHORIZED ACCESS TO PARKING (SHELL)**

Lessor shall limit parking and access to parking to authorized individuals.

**VEHICLE SCREENING**

The Government may elect to screen all visitor vehicles as prescribed by the Government. This screening shall include ID verification and visual inspection of the vehicle, including undercarriage. The Lessor shall provide adequate lighting in screening area to illuminate the vehicle exterior and undercarriage. CCTV coverage of the screening area shall be provided by the Lessor (see CCTV requirements).

**PUBLIC ACCESS TO GOVERNMENT PARKING AREAS**

Where there is Government controlled parking the area shall be controlled by limiting pedestrian access to the controlled parking areas. Pedestrian and vehicle access points to all parking areas shall be monitored by CCTV camera(s) at all times.

**SECURITY SYSTEMS**

THE FOLLOWING CCTV, IDS, AND DURESS ALARMS ITEMS ARE TO BE INSTALLED BY EITHER THE LESSOR OR FPS. CONSULT WITH CLIENT AGENCY TO DETERMINE WHICH VERSIONS APPLY. WHEN CHOOSING PARAGRAPHS REQUIRING LESSOR INSTALLATION, ESPECIALLY FOR DURESS ALARMS, OBTAIN SPECIFICATIONS FROM FPS AND AGENCY.

**CLOSED CIRCUIT TELEVISION SYSTEM (CCTV)**

**ACTION REQUIRED:** LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.

**LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL III**

The Lessor shall design, install, and maintain a Closed Circuit Television (CCTV) system as described in this section. The CCTV system will support the entry control system (at entrances and exits to the space), with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access to the Space. As determined by the Government the CCTV system shall provide unobstructed coverage of



designated pedestrian entrances and exits. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. CCTV system testing and acceptance shall be conducted by the Government prior to occupancy. The CCTV system shall comply with the Architectural Barriers Act, section F230.0. The Government will centrally monitor the CCTV system. Government specifications are available from the Lease Contracting Officer. CCTV system components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 72 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

#### **GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE**

The Government shall provide and install an entry control system, with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access. This Closed Circuit Television (CCTV) system shall provide the Government with unobstructed coverage, as determined by the Government, of designated pedestrian entrances and exits. The Lessor shall permit twenty-four hour CCTV coverage and recording, provided and operated by the Government. The Government will centrally monitor the CCTV surveillance. Government specifications are available from the Contracting Officer. The Lessor shall post necessary regulatory, statutory, and/or site specific signage, as determined by the Government.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.

#### **INTRUSION DETECTION SYSTEM (IDS)**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS AND DELETE THE OTHER PARAGRAPH.**

**LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL III**

The Lessor shall design, install, and maintain an Intrusion Detection System (IDS) as described in this section. The Government requires an IDS, which will cover perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS components include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Lease Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy.

Basic Security-in-Depth IDS shall be connected to and monitored at a central station operated by the Department of Homeland Security Megacenters. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and Lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident. The Lessor must complete the Megacenters Alarm Requirements (MAR) application process specified by the Government to meet the monitoring requirements for a functional IDS. Components which fail or require maintenance or which fail during testing shall be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 72 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

**GOVERNMENT PROVIDED SCOPE AND PRODUCT, INSTALLATION, AND MAINTENANCE**

The Lessor shall permit installation of a perimeter Intrusion Detection System (IDS) to be operated by the Government. The Government shall provide and install an IDS on perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS—include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors.





Basic Security-in-Depth IDS shall be connected and monitored at a central station. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and Lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.

#### **DURESS ALARM**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

#### **LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL III**

The Lessor shall design, install, and maintain a duress alarm system as described. **THE GOVERNMENT SHALL PROVIDE A SCOPE OF WORK FOR A DURESS ALARM SYSTEM. (LCO SHOULD ADD SPECIFIC SCOPE HERE)** Technical review shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy. This system shall comply with the Architectural Barriers Act, section F230.0.

The Lessor in consultation and coordination with the security provider and Government shall conduct security system performance testing annually. Testing must be based on established, consistent agency-specific protocols, documented and furnished to the Lease Contracting Officer. Components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems they have installed. Any critical component that becomes inoperable must be replaced or repaired within 72 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.



#### **GOVERNMENT PROVIDED SCOPE, PRODUCT, INSTALLATION, AND MAINTENANCE**

The Lessor shall permit installation of a duress alarm system to be provided and operated by the Government. The Government, in coordination with a security provider, either internal or external, as determined by the Contracting Officer, shall document and implement duress procedures for emergency situations.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.

### **STRUCTURE**

#### **WINDOWS**

##### **SHATTER-RESISTANT WINDOW PROTECTION**

The Lessor shall provide and install, shatter-resistant material not less than 0.18 millimeters (7 mil) thick on all exterior windows in Government-occupied Space meeting the following properties - Film composite strength and elongation rate measured at a strain rate not exceeding 50% per minute shall not be less than the following:

- Yield Strength: 12,000 psi
- Elongation at yield: 3%
- Longitudinal Tensile strength: 22,000 psi
- Traverse Tensile strength: 25,000 psi
- Longitudinal Elongation at break: 90%
- Traverse Elongation at break: 75%

THE ALTERNATIVE METHOD is for the Lessor to provide a window system that conforms to a minimum glazing performance condition of "3b" for a high protection level and a low hazard level. Window systems shall be certified as prescribed by WINGARD PE 4.3 or later to GSA performance condition "3b" (in accordance with the GSA Standard Test Method for Glazing and Window Systems Subject to Dynamic Loadings or Very Low Hazard (in accordance with ASTM F 1642, Standard Test Method for Glazing or Glazing Systems Subject to Air Blast Loading) in response to air blast load of 4 psi/28 psi-msec.

If the Lessor chooses the Alternative Method, the Lessor shall provide a description of the shatter-resistant window system and provide certification from a licensed professional engineer that the proposed system meets the above standard. Prior to installation, this will be provided for evaluation by the Government, whose approval shall not be unreasonably withheld.

**LOCK GROUND FLOOR WINDOWS (SHELL)**

The Lessor shall lock all ground floor windows with L-brackets using security screws, or equivalent measure, acceptable to the Government.

**SECURE NON-WINDOW OPENINGS (SHELL)**

The Lessor shall secure all non-window openings, such as, mechanical vents, utility entries, and exposed plenums to prevent unauthorized entry.

**PREVENT VISUAL OBSERVATION INTO "SENSITIVE AREAS"**

The Lessor shall provide blinds, curtains, or other window treatments in "Sensitive Areas" that can be employed to prevent visual observation of that area that is acceptable by the Government.

**BUILDING SYSTEMS****ACTION REQUIRED: FILL IN BLANKS BASED ON DISCUSSION WITH SECURITY PROFESSIONAL.****EMERGENCY GENERATOR**

The Lessor shall locate emergency generators, either pre-existing or installed as part of Tenant Improvements, in a secure area, protected from unauthorized access and vehicle ramming, if outdoors. The emergency generator and its fuel tank must be located at least 25 feet from loading docks, entrances, and parking areas. (If the 25 foot distance cannot be achieved, a combination of standoff, hardening, and venting methods must be implemented to protect utilities from vehicle borne improvised explosive devices of \_\_\_\_ pounds of TNT equivalency.)

**SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES**

The Lessor shall secure the water supply handles, control mechanisms, and service connections at on-site publicly-accessible locations with locks and anti-tamper devices acceptable to the Government.

**SECURING AIR INTAKE GRILLES**

The Lessor shall secure air intake grilles less than 30 feet above grade or otherwise accessible. Air intake grilles shall be secured with tamper switches connected to a central alarm monitoring station and monitored by CCTV or other security systems. As an alternative the air intake may be relocated to a position greater than 30 feet above grade.



#### **HVAC SYSTEM FOR CHEMICAL, BIOLOGICAL AND RADIOLOGICAL (CBR) ATTACK-SUSCEPTIBLE AREAS**

The Lessor shall provide separate isolated HVAC systems in lobbies, loading docks, mail rooms and other locations as identified by a risk assessment as susceptible to CBR attack, to protect other building areas from possible contamination.

All exterior air handling units (AHUs), including the supply air for re-circulating AHUs, shall be equipped with Minimum Efficiency Reporting Value (MERV) 10 particulate filters. AHUs serving lobbies and mailroom, including the supply air stream for re-circulating AHUs, shall be equipped with Minimum Efficiency Reporting Value (MERV) 13 filters.

#### **OPERATIONS AND ADMINISTRATION**

##### **LESSOR TO WORK WITH FACILITY SECURITY COMMITTEE (SHELL)**

The Lessor shall cooperate and work with the buildings Facility Security Committee (FSC) throughout the term of the lease.

##### **ACCESS TO BUILDING INFORMATION (SHELL)**

Building Information—including mechanical, electrical, vertical transport, fire and life safety, security system plans and schematics, computer automation systems, and emergency operations procedures—shall be strictly controlled. Such information shall be released to authorized personnel only, approved by the Government, by the development of an access list and controlled copy numbering. The Lease Contracting Officer may direct that the names and locations of Government tenants not be disclosed in any publicly accessed document or record. If that is the case, the Government may request that such information not be posted in the building directory.

Lessor shall have emergency plans and associated documents readily available in the event of an emergency.

##### **SECURITY PLANS AND LAYOUTS – LEVEL III**

The Lessor shall treat and safekeep any plans and specifications related to security measures as For Official Use Only (FOUO).

##### **(LEVEL III ONLY)**

##### **SCREENING OF MAIL AND PACKAGES – LEVEL III**

Lessor shall provide space suitable for the Government to inspect and screen all mail and packages using X-ray at a loading dock, if present. If there is no loading dock, Lessor shall provide space at an existing screening location or at an alternative location in the Building acceptable to the Government. The space shall be located on an exterior wall, 25 feet or less



from an exterior door, with a stand-alone air handling system. The screeners shall physically inspect items that cannot be passed through screening equipment before distribution to the Government agencies throughout the facility. This space shall be considered part of the lease common area and not ABOA square footage.

#### **OCCUPANT EMERGENCY PLANS (SHELL)**

The Lessor is required to cooperate, participate and comply with the development and implementation of the Government's Occupant Emergency Plan (OEP) and if necessary, a supplemental Shelter-in Place (SIP) Plan. Periodically, the Government may request that the Lessor assist in reviewing and revising its OEP and SIP. The Plan, among other things, must include an annual emergency evacuation drill, emergency notification procedures of the Lessor's building engineer or manager, building security, local emergency personnel, and Government agency personnel.

#### **SECURITY GUARD POSTINGS**

The Government may elect to post armed security guards at all screening checkpoints and at the entrances to Government-occupied Space.



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## **Attachment 6, Security Requirements for FSL IV**

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Requirements for FSL IV are on the following pages.



INSTRUCTIONS TO LEASING SPECIALISTS: THE FOLLOWING BASELINE SPECIFICATIONS REPRESENT THE FULL EXTENT OF SECURITY SPECIFICATIONS AVAILABLE TO LEVEL IV REQUIREMENTS UNDER THE ISC. LEASING SPECIALISTS MUST TAILOR THESE SPECIFICATIONS PRIOR TO ISSUING THE RLP, BASED UPON THE RISK ASSESSMENT PROCESS OUTLINED UNDER THE LDG.

FOR LEASE CONSTRUCTION PROJECTS, CONSULT WITH PHYSICAL SECURITY SPECIALIST TO OBTAIN ADDITIONAL BLAST RESISTANT CONSTRUCTION STANDARDS (E.G. SETBACK, FAÇADE HARDENING).

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#### SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL IV

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THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS THAT MAY BE INSTALLED IN THE LEASED SPACE, AND UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC). BECAUSE EACH BUILDING IS UNIQUE, THE FINAL LIST OF SECURITY COUNTERMEASURES WILL BE DETERMINED DURING THE DESIGN PHASE AND IDENTIFIED IN THE DESIGN INTENT DRAWINGS AND CONSTRUCTION DOCUMENTS. AFTER COMPLETING THE CONSTRUCTION DOCUMENTS, THE LESSOR SHALL SUBMIT A LIST OF THE ITEMIZED COSTS. SUCH COSTS SHALL BE SUBJECT TO NEGOTIATION.

WHERE THEY ARE IN CONFLICT WITH ANY OTHER REQUIREMENTS OF THIS LEASE, THE STRICTEST SHALL APPLY.

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#### DEFINITIONS:

**CRITICAL AREAS AND SYSTEMS-** The areas that house systems that if damaged and/or compromised could have significant adverse consequences for the facility, operation of the facility, or mission of the agency or its occupants and visitors. These areas may also be referred to as "limited access areas," "restricted areas," or "exclusionary zones." Critical areas do not necessarily have to be within Government-controlled Space (e.g., generators, air handlers, electrical feeds, utilities, telecom closets or potable water supply that may be located outside Government-controlled Space).

**SENSITIVE AREAS** – Sensitive areas include vaults, SCIFs, evidence rooms, war rooms, and sensitive documents areas. Sensitive areas are primarily housed within Government-controlled space.

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## **FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**

If the leased Space is greater than 75% of the space in the Building (based upon ABOA measurement), the requirements of **FACILITY ENTRANCES AND LOBBY** Section below shall apply to the entrance of the Building. If the leased Space is less than or equal to 75% of the space in the Building (based upon ABOA measurement), then the requirements of **FACILITY ENTRANCES AND LOBBY** Section below shall apply to the entrance of the leased Space.

### **FACILITY ENTRANCES AND LOBBY**

#### **LIMITING LOBBY QUEUING**

The Lessor and the Government shall create a separate foot traffic flow pattern for employees and visitors at entrances to minimize lobby queuing caused by screening, visitor processing, and access control systems.

#### **LEVEL IV ONLY**

#### **PHYSICAL BOUNDARIES TO CONTROL ACCESS TO PUBLIC AND NON-PUBLIC AREAS – LEVEL IV**

The Government reserves the right to use stanchions, counters, furniture, knee walls or product-equivalents, IDS, electronic access control, and security guards, as determined by the Government, to establish physical boundaries to control access to non-public areas. The Lessor shall post directional signs as appropriate.

#### **LOBBY BLAST PROTECTION**

The Lessor shall reinforce window and door glass in critical areas, as determined by the Government, to resist an explosive blast.

### **SCREENING REQUIREMENTS**

#### **VISITOR SIGN-IN/OUT AFTER HOURS**

The Lessor shall provide a system, acceptable to the Government, that after hour visitors to the Building shall be required to sign in and sign out either electronically or in a Building register.

#### **MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES**

Magnetometers and X-ray machines will be installed by the Government at the public entrance. Armed security guards, provided by the Government, will direct the occupants and visitors through the screening equipment. Appropriate lobby and entrance/exit space shall be made available for this purpose. This space shall be considered part of





the lease common area and not ABOA square footage. The Government requires visitors to non-public areas to display a visitor's identification badge. If there are other non-Government tenants, the Lessor shall notify them of this requirement and assist those tenants in obtaining ID acceptable to the Government.

#### **ACCOMMODATION OF RETAIL/MIX USE SPACE**

There shall not be unscreened access to Government-protected space from retail or public space. All non-Government personnel must enter through a screening point.

#### **BALLISTIC PROTECTIVE BARRIER**

The Lessor shall provide for a ballistic protective barrier to a UL 752 level 3 standard, around guard booths, desks, or podiums where armed guards and other security personnel are stationed.

#### **ACTION REQUIRED: FILL IN BLANKS BASED ON DISCUSSION WITH SECURITY PROFESSIONAL.**

#### **MAIL SCREENING ROOMS: COLLAPSE AND AIRBLAST INJURY PREVENTION**

The Lessor shall utilize hardening and venting methods for mail screening rooms and receiving areas, to prevent progressive collapse and limit airblast injuries in adjacent areas from explosives equivalent to \_\_\_\_\_ pounds of TNT detonated in this area. In the event of such explosion, significant structural damage to the walls, ceilings, and floors of the mailroom/receiving area may occur. However, the adjacent areas must not experience severe damage or collapse.

#### **COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**

##### **PUBLIC RESTROOMS ACCESS (SHELL)**

The Lessor shall provide a means to control access to public restrooms within Government controlled space that is acceptable to the Government.

##### **SECURING CRITICAL AREAS**

Areas designated as Critical Areas shall be locked using fully HSPD-12 compliant electronic access control equipment (see IDS requirements). The Government shall have the right to monitor and limit access to these areas. Access shall be limited to authorized personnel, as determined by the Government.

##### **VISITOR ESCORT AND ID REQUIREMENTS**

The Government shall require the Lessor to escort contractors, service personnel, and visitors to all non-public areas. The Lessor shall require visitors to non-public areas to display a visitor ID at all times.

**SECURING COMMON BUILDING UTILITIES AND ACCESS TO ROOF**

The Lessor shall secure utility, mechanical, electrical telecommunication rooms, and access to interior space from the roof using locks and an Intrusion Detection System (IDS).

**CONTROL ACCESS TO CRITICAL AREAS WITHIN THE BUILDING**

The Lessor shall secure utility, mechanical, electrical telecommunication rooms, and access to interior space from the roof using electronic access control and an IDS.

**THE SECURITY PROFESSIONAL WILL PROVIDE INPUT FOR THIS PARAGRAPH  
CRITICAL SYSTEM RELOCATION**

Critical Systems (e.g., mechanical, electrical, utility rooms; HVAC vents; emergency generator) shall be located at least 25 feet from the Building loading dock, entrances, unscreened vehicle entrance(s), and uncontrolled parking areas or implement sufficient standoff, hardening, and venting methods to protect critical Building system areas from a vehicle borne explosives equivalent to \_\_\_\_\_ pounds of TNT detonated at the loading dock, vehicle entrance, or uncontrolled parking area.

**RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS**

The Lessor shall implement architectural or structural features, or other positive countermeasures that deny contact with exposed primary vertical load members in the public areas. A minimum standoff of at least 100 mm (4 inches) is required.

**RESTRICT CONTACT FROM MAIL AREA WITH PRIMARY VERTICAL LOAD MEMBERS**

The Lessor shall implement architectural or structural features, or other positive countermeasures in the mail screening and receiving areas that deny contact with exposed primary vertical load members. A minimum standoff of at least 150 mm (6 inches) is required.

**INTERIOR OF SPACE****WEARING PHOTO ID IN GOVERNMENT SPACE**

The Lessor and his contractors shall be required to wear a photo ID, to be visible at all times, when in Government- controlled Space.

**SECURE EMPLOYEE ENTRANCE DOORS**



The Lessor shall provide a means to secure, as determined by the Government, doors identified by Government as employee entrance doors. The Government may elect to post guards to verify ID badges via visual and physical inspection before entry to Government occupied Space.

**LIMIT ON ENTRY POINTS (SHELL)**

The Government may elect to limit the number of entry points to the Building or to the Government occupied Space, to the fewest number practicable.

**FORMAL KEY CONTROL PROGRAM (SHELL)**

The Government reserves the right to implement a formal key control program. The Lessor shall have a means of allowing the electronic disabling of lost or stolen access media, if electronic media is used.

**ELECTRONIC ACCESS FOR EMPLOYEES**

The Lessor shall provide electronic access control for employee entry doors without a guard post (including after-hours access) in conjunction with CCTV coverage.

**DELAYED EGRESS HARDWARE AT EMERGENCY EXITS**

The Lessor shall provide delayed egress hardware at emergency exits from critical or sensitive areas, if local codes allow the installation of this equipment.

**CONTROLLED ACCESS TO "SENSITIVE AREAS"**

The Government may elect to designate space within the leased Space as "sensitive areas" to be locked using electronic access control or high security locks. The Lessor shall not have access to these areas unless they are escorted by Government personnel.

**SITE AND EXTERIOR OF THE BUILDING**

**SIGNAGE**

**POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)**

The Lessor shall not post sign(s) or otherwise identify the facility and parking areas as a Government, or specific Government tenant, occupied facility, including during construction, without written Government approval.

**POSTING OF REGULATORY SIGNAGE (SHELL)**

The Government may post or request the Lessor to post regulatory, statutory, sensitive areas, and site specific signage.

**LANDSCAPING AND ENTRANCES****LANDSCAPING REQUIREMENTS (SHELL)**

Lessor shall maintain landscaping (trees, bushes, hedges, land contour, etc.) around the facility. Landscaping shall be neatly trimmed in order to minimize the opportunity for concealment of individuals and packages/containers. Landscaping shall not obstruct the views of security guards and CCTV cameras, or interfere with lighting or IDS equipment.

**CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)**

The Lessor shall separate from public access, restricted areas as designated by the Government, through the application of Crime Prevention Through Environmental Design (CPTED) principles by using trees, hedges, berms, or a combination of these or similar features, and by fences, walls, gates and other barriers, where feasible and acceptable to the Government.

**HAZMAT STORAGE**

Where applicable, Lessor shall locate HAZMAT storage in a restricted area or storage container away from loading docks, entrances, and uncontrolled parking.

**(LEVEL IV ONLY)****PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES – LEVEL IV (SHELL)**

Trash receptacles, containers, mailboxes, vending machines, or other fixtures and features that could conceal packages, brief cases, or other portable containers shall be located \_25\_ feet away from the Building. If the blast containment measures are proposed, a certification by a certified registered professional engineer that the equivalent mitigation capability is present is required.

**VEHICLE BARRIERS**

The Lessor shall provide vehicle barriers to protect pedestrian and vehicle access points, and Critical Areas from penetration by a 4700 pound vehicle traveling at 35 mile per hour.

**CHANNELING VISITORS TO AUTHORIZED AREAS/ENTRANCES**

If it is a multitenant Building or if the Space is in a campus-type setting, the Lessor shall install signage and walkways with fencing, landscaping, or other barriers to easily guide and direct pedestrians to authorized areas or entrances.



## PARKING

### NUMBER OF PARKING ENTRANCES

The number of parking entrances shall be limited to the minimum required for efficient operations or local code. Entrances to parking areas shall be equipped with vehicle gates to control access to authorized vehicles (employee, screened visitor and approved Government vehicle).

### ILLUMINATION OF ENTRANCES, EXITS, PARKING LOTS AND GARAGES (SHELL)

Facility entrances, exits, parking lots and garages shall be illuminated to a minimum of 5 lumens, at all times.

### AUTHORIZED ACCESS TO PARKING (SHELL)

Lessor shall limit parking and access to parking to authorized individuals.

### VEHICLE SCREENING

The Government may elect to screen all visitor vehicles as prescribed by the Government. This screening shall include ID verification and visual inspection of the vehicle, including undercarriage. The Lessor shall provide adequate lighting in screening area to illuminate the vehicle exterior and undercarriage. CCTV coverage of the screening area shall be provided by the Lessor (see CCTV requirements).

### PUBLIC ACCESS TO GOVERNMENT PARKING AREAS

Where there is Government controlled parking the area shall be controlled by limiting pedestrian access to the controlled parking areas. Pedestrian and vehicle access points to all parking areas shall be monitored by CCTV camera(s) at all times.

## SECURITY SYSTEMS

THE FOLLOWING CCTV, IDS, AND DURESS ALARMS ITEMS ARE TO BE INSTALLED BY EITHER THE LESSOR OR FPS. CONSULT WITH CLIENT AGENCY TO DETERMINE WHICH VERSIONS APPLY. WHEN CHOOSING PARAGRAPHS REQUIRING LESSOR INSTALLATION, ESPECIALLY FOR DURESS ALARMS, OBTAIN SPECIFICATIONS FROM FPS AND AGENCY.



#### CLOSED CIRCUIT TELEVISION SYSTEM (CCTV)

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

##### **LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL IV**

The Lessor shall design, install, and maintain a Closed Circuit Television (CCTV) system as described in this section. The CCTV system will support the entry control system (at entrances and exits to the space), with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access to the Space. As determined by the Government the CCTV system shall provide unobstructed coverage of designated pedestrian entrances and exits. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. CCTV system testing and acceptance shall be conducted by the Government prior to occupancy. The CCTV system shall comply with the Architectural Barriers Act, section F230.0. The Government will centrally monitor the CCTV system. Government specifications are available from the Lease Contracting Officer. CCTV system components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 24 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

##### **GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE**

The Government shall provide and install an entry control system, with time lapse video recording, that will allow Government employees to view and communicate remotely with visitors before allowing access. This Closed Circuit Television (CCTV) system shall provide the Government with unobstructed coverage, as determined by the Government, of designated pedestrian entrances and exits. The Lessor shall permit twenty-four hour CCTV coverage and recording, provided and operated by the Government. The Government will centrally monitor the CCTV surveillance. Government specifications



are available from the Contracting Officer. The Lessor shall post necessary regulatory, statutory, and/or site specific signage, as determined by the Government.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space. The Lessor shall facilitate the installation by allowing access to electrical panels and other areas of the building as necessary.

#### **INTRUSION DETECTION SYSTEM (IDS)**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

##### **LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL IV**

The Lessor shall design, install, and maintain an Intrusion Detection System (IDS) as described in this section. The Government requires an IDS, which will cover perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS components include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors. Technical review of the proposed system shall be coordinated with the Government security representative, at the direction of the Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy.

Basic Security-in-Depth IDS shall be connected to and monitored at a central station operated by the Department of Homeland Security Megacenter. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and Lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident. The Lessor must complete the Megacenter Alarm Requirements (MAR) application process specified by the Government to meet the monitoring requirements for a functional IDS.

Components which fail or require maintenance or which fail during testing shall be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems the Lessor has installed. Any critical component that becomes inoperable must be replaced or repaired by the Lessor within 24 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or



repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor..

#### **GOVERNMENT PROVIDED SCOPE AND PRODUCT, INSTALLATION, AND**

**MAINTENANCE** The Lessor shall permit installation of a perimeter Intrusion Detection System (IDS) to be operated by the Government. The Government shall provide and install an IDS on perimeter entry and exit doors, and operable ground-floor windows. Basic Security-in-Depth IDS— include: magnetic door switch(s), alarm system keypad, passive infrared sensor(s) (PIR), an alarm panel (to designated monitoring center) and appropriate communication method i.e. telephone and/or Internet connection, glass-break detector, magnetic window switches or shock sensors.

Basic Security-in-Depth IDS shall be connected and monitored at a central station. Emergency notification lists shall be coordinated with the monitoring station to include all applicable Government and Lessor points of contact. Monitoring shall be designed to facilitate a real-time detection of an incident, and to coordinate an active response to an incident.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.

#### **DURESS ALARM**

**ACTION REQUIRED: LEASING SPECIALIST MUST CHOOSE 1 OF THE 2 FOLLOWING PARAGRAPHS (LESSOR PROVIDED OR GOVERNMENT PROVIDED) AND DELETE THE OTHER PARAGRAPH.**

#### **LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE – LEVEL IV**

The Lessor shall design, install, and maintain a duress alarm system as described. **THE GOVERNMENT SHALL PROVIDE A SCOPE OF WORK FOR A DURESS ALARM SYSTEM. (LCO SHOULD ADD SPECIFIC SCOPE HERE)** Technical review shall be coordinated with the Government security representative, at the direction of the Lease Contracting Officer, prior to installation. System testing and acceptance shall be conducted by the Government prior to occupancy. This system shall comply with the Architectural Barriers Act, section F230.0.

The Lessor in consultation and coordination with the security provider and Government shall conduct security system performance testing annually. Testing must be based on





established, consistent agency-specific protocols, documented and furnished to the Lease Contracting Officer. Components which fail or require maintenance or which fail during testing should be serviced in accordance with the Security System Maintenance Criteria listed below.

**Security System Maintenance Criteria:** The Lessor in consultation and coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, and the Government security representative shall implement a preventive maintenance program for all security systems they have installed. Any critical component that becomes inoperable must be replaced or repaired within 24 hours. Critical components are those required to provide security (IDS, CCTV, access control, etc.) for a perimeter access point or critical area. "Replacement" may include implementing other temporary measures in instances where the replacement or repair is not achievable within the specified time frame (e.g. a temporary barrier to replace an inoperable pop-up vehicle barrier, etc.). Failure by the Lessor to provide sufficient replacement measures within the timeframe identified above may result in the Government's providing guard service, the cost of which must be reimbursed by the Lessor.

#### **GOVERNMENT PROVIDED SCOPE, PRODUCT, INSTALLATION, AND MAINTENANCE**

The Lessor shall permit installation of a duress alarm system to be provided and operated by the Government. The Government, in coordination with a security provider, either internal or external, as determined by the Lease Contracting Officer, shall document and implement duress procedures for emergency situations.

The Lessor, at the notice to proceed stage of the procurement, shall advise the Government of the appropriate time to install the equipment during the construction of the Space and shall facilitate the installation, including access to electrical panels and other areas of the building, as necessary.

#### **ADDITIONAL SECURITY SYSTEMS DESIGN REQUIREMENTS**

##### **(LEVEL IV ONLY) SECURITY SYSTEMS DESIGN**

The Lessor, in consultation and coordination with security providers (internal or external) and the agency designated security representative, shall ensure at the time of system design, system construction, and throughout the term of the lease, that alarm and physical access control panels, CCTV components, controllers, and cabling shall be secured from unauthorized physical and logical access (Reference: Security Criterion Interior Security of Critical Areas). Computer-based systems may also be required to meet agency-specific CIO certification and accreditation requirements.



## CENTRAL SECURITY CONTROL CENTER

### CENTRAL SECURITY CONTROL CENTER DESIGN

The Lessor, in consultation and coordination with security providers (internal or external) and the agency designated security representative, shall design an onsite central security control center in compliance with all applicable INTERIOR security criterion and agency requirements. Design and technical review shall be coordinated with the Federal Protective Service and agency security representative prior to construction.

### CENTRALIZED COMMUNICATIONS SYSTEM

The Lessor, in consultation and coordination with security providers (internal or external) and the agency designated security representative, shall provide and maintain a communication system for security and emergency announcements. Communication may be achieved through public address systems, specially-designed phone systems, and computer-based mass delivery. This communication system should be utilized to provide emergency announcements, alerts and instructions to occupants. On site communication with guards (if applicable), designated response personnel and OEP support employees is essential during an incident. Procedures for standard announcements and drills shall be developed. Standard announcements may be prerecorded into the Building communication system for immediate notification.

### EMERGENCY POWER TO SECURITY SYSTEMS

The Lessor, in consultation and coordination with a security provider (internal or external) and the agency designated security representative, shall provide uninterruptible emergency power to essential electronic security systems for a minimum of 4 hours. Uninterruptible power can be provided through the use of batteries, emergency generators, UPS, or a combination thereof to meet the requirements.

### SYSTEM PERFORMANCE TESTING

The Lessor in consultation and coordination with a security provider (internal or external) and the agency designated security representative shall conduct security system performance testing annually. Testing must be based on established, consistent agency-specific protocols, and documented. Testing protocols will be determined at the time of design. Components which fail during testing shall be serviced in accordance with the security system maintenance criteria stated above.

## STRUCTURE

### WINDOWS

#### SHATTER-RESISTANT WINDOW PROTECTION

The Lessor shall provide and install, shatter-resistant material not less than 0.18 millimeters (7 mil) thick on all exterior windows in Government-occupied Space meeting the following properties - Film composite strength and elongation rate measured



at a strain rate not exceeding 50% per minute shall not be less than the following:

- Yield Strength: 12,000 psi
- Elongation at yield: 3%
- Longitudinal Tensile strength: 22,000 psi
- Traverse Tensile strength: 25,000 psi
- Longitudinal Elongation at break: 90%
- Traverse Elongation at break: 75%

THE ALTERNATIVE METHOD is for the Lessor to provide a window system that conforms to a minimum glazing performance condition of "3b" for a high protection level and a low hazard level. Window systems shall be certified as prescribed by WINGARD PE 4.3 or later to GSA performance condition "3b" (in accordance with the GSA Standard Test Method for Glazing and Window Systems Subject to Dynamic Loadings or Very Low Hazard (in accordance with ASTM F 1642, Standard Test Method for Glazing or Glazing Systems Subject to Air Blast Loading) in response to air blast load of 4 psi/28 psi-msec.

If the Lessor chooses the Alternative Method, the Lessor shall provide a description of the shatter-resistant window system and provide certification from a licensed professional engineer that the proposed system meets the above standard. Prior to installation, this will be provided for evaluation by the Government, whose approval shall not be unreasonably withheld.

#### **LOCK GROUND FLOOR WINDOWS (SHELL)**

The Lessor shall lock all ground floor windows with L-brackets using security screws, or equivalent measure, acceptable to the Government.

#### **SECURE NON-WINDOW OPENINGS (SHELL)**

The Lessor shall secure all non-window openings, such as, mechanical vents, utility entries, and exposed plenums to prevent unauthorized entry.

#### **PREVENT VISUAL OBSERVATION INTO "SENSITIVE AREAS"**

The Lessor shall provide blinds, curtains, or other window treatments in "Sensitive Areas" that can be employed to prevent visual observation of that area that is acceptable by the Government.

### **BUILDING SYSTEMS**

#### **ACTION REQUIRED: FILL IN BLANKS BASED ON CONSULTATION WITH PHYSICAL SECURITY SPECIALIST - THIS SHOULD BE NO LESS THAN 50 POUNDS EMERGENCY GENERATOR – LEVEL IV**

If an emergency generator is required by the Government, the Lessor shall locate the generator in a secure area, protected from unauthorized access, and vehicle ramming, if outdoors. The emergency generator and its fuel tank must be located at least 25 feet from loading docks, entrances, and parking areas. (If the 25 foot distance cannot be



achieved, a combination of standoff, hardening, and venting methods must be implemented to protect utilities from vehicle borne improvised explosive devices of \_\_\_\_\_ pounds of TNT equivalency.)

#### **SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES**

The Lessor shall secure the water supply handles, control mechanisms, and service connections at on-site publicly-accessible locations with locks and anti-tamper devices.

#### **SECURING AIR INTAKE GRILLES**

The Lessor shall secure air intake grilles less than 30 feet above grade or otherwise accessible. Air intake grills shall be secured with tamper switches connected to a central alarm monitoring station and monitored by CCTV. As an alternative the air intake may be relocated to a position greater than 30 feet above grade.

#### **HVAC SYSTEM FOR CHEMICAL, BIOLOGICAL AND RADIOLOGICAL (CBR) ATTACK-SUSCEPTIBLE AREAS**

The Lessor shall provide separate isolated HVAC systems in lobbies, loading docks, mail rooms and other locations as identified by a risk assessment as susceptible to CBR attack, to protect other building areas from possible contamination.

All exterior air handling units (AHUs), including the supply air for re-circulating AHUs, shall be equipped with Minimum Efficiency Reporting Value (MERV) 10 particulate filters. AHUs serving lobbies and mailroom, including the supply air stream for re-circulating AHUs, shall be equipped with Minimum Efficiency Reporting Value (MERV) 13 filters.

#### **SECURING UTILITY, SERVICE, AND HVAC ROOMS**

The Lessor shall secure utility, mechanical, electrical, telecom, and HVAC rooms, roof access points, and rooms containing HVAC system control panels with high security locks (UL 437 compliant) monitored by a Central Station Monitored - Intrusion Detection System (CSM-IDS).

#### **POWER DISTRIBUTION SYSTEMS**

The Lessor shall install emergency and normal power distribution systems (including electric panels, conduits, and switchgears) at least 25 feet apart.

#### **DOCUMENTED EMERGENCY PROCEDURES (SHELL)**

The Lessor shall develop and maintain documented procedures for emergency shut-down and/or exhaust of air handling system which shall be available for review by the Government for the purpose of developing its Occupancy Emergency Plan. (Note: OEP shall address closing or opening of windows when HVAC is in shut down mode developed in consultation with the Building engineer.)



## OPERATIONS AND ADMINISTRATION

### LESSOR TO WORK WITH FACILITY SECURITY COMMITTEE (SHELL)

The Lessor shall cooperate and work with the buildings Facility Security Committee (FSC) throughout the term of the lease.

### ACCESS TO BUILDING INFORMATION (SHELL)

Building Information—including mechanical, electrical, vertical transport, fire and life safety, security system plans and schematics, computer automation systems, and emergency operations procedures—shall be strictly controlled. Such information shall only be released to authorized personnel, approved by the Government by the development of an access list and controlled copy numbering. The Lease Contracting Officer may direct that the names and locations of Government tenants not be disclosed in any publicly accessed document or record, including the building directory.

Lessor shall have emergency plans and associated documents readily available in the event of an emergency.

### SECURITY PLANS AND LAYOUTS – LEVEL IV

The Lessor shall secure and keep safe any security plans, construction and alteration plans and layouts. This shall be addressed in the construction security plan.

### CONSTRUCTION SECURITY PLAN

The Lessor shall submit a security plan for all post-occupancy construction and alterations projects in the leased Space, throughout the term of this Lease. The construction security plan shall describe in detail, how the Government's information, assets, equipment, and personnel will be protected during the construction process. (This shall include background checks, restrictions on accessibility, and escorts for the construction personnel). The required security measures will vary with the risk presented during the project.

### ACTION REQUIRED. INCLUDE IF AGENCY REQUIRES SECURITY CLEARANCES PRIOR TO OCCUPANCY

#### ADDITIONAL SECURITY REQUIREMENTS

Pre-occupancy construction and initial space alterations shall require background checks, restrictions on accessibility, and escorts for construction personnel. The Lessor shall submit a construction security plan that addresses these measures.

#### (LEVEL IV ONLY)

#### SCREENING OF MAIL AND PACKAGES – LEVEL IV

The Lessor shall provide dedicated space for the Government furnished security guards, agency personnel, or contracted personnel to inspect and screen all mail and packages using X-ray at a loading dock if present or at an existing screening location if there is no loading dock. Lessor shall locate mail receiving areas away from entrances, critical



service utilities and IT distribution points. For mailroom security measures and mitigation of design events, reference GSA's "Guidelines for Mailroom Construction and Renovation" and the U.S. Postal Inspection Service's "Mail Center Security Guide" Publication 166, September 2002 (at [www.usps.com](http://www.usps.com)). This space shall be considered part of the lease common area and not ABOA square footage.

#### **OCCUPANT EMERGENCY PLANS (SHELL)**

The Lessor is required to cooperate, participate and comply with the development and implementation of the Government's Occupant Emergency Plan (OEP) and if necessary, a supplemental Shelter-in Place (SIP) Plan. Periodically, the Government may request that the Lessor assist in reviewing and revising its OEP and SIP. The Plan, among other things, must include an annual emergency evacuation drill, emergency notification procedures of the Lessor's building engineer or manager, building security, local emergency personnel, and Government agency personnel.

#### **SECURITY GUARD POSTINGS**

The Government may elect to post armed security guards [assigned by the Government] at all screening checkpoints and at the entrances to Government-occupied Space.

#### **SECURITY GUARD PATROLS**

The Government may elect to provide interior and exterior roving guard patrols which shall be conducted during normal business hours. The security guard force, provided by DHS FPS, will be armed and equipped with a centralized radio network with incident response dispatch capability from the on-site central security control center. The Lessor and the Government shall develop in coordination with the Government's Designated (security) Official, the security guard response SOPs to alarms and incidents to ensure full coordination and cooperation between the on-site Lessor representative and the Government tenant(s).



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## **Attachment 7, Security Unit Price List for FSL II**

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The Security Unit Price List for FSL II is on the following pages.



<b>SECURITY UNIT PRICE LIST (FSL II)</b>			
REQUEST FOR LEASE PROPOSAL [INSERT RLP#]			
[INSERT DATE]			
[INSERT CLIENT NAME]			
[INSERT CITY and STATE]			
<i>To be filled out with initial offer</i>			
<p>The following security countermeasures are required by the Request for Proposals package. Using this form, the offeror shall quote unit prices on all security countermeasures identified in the RLP package, and enter the total costs on the GSA Form 1364 as Building Specific Amortized Capital (BSAC). Upon lease award, BSAC pricing shall be fixed and not subject to further negotiation. Refer to "Security Requirements" attachment to the lease for additional details. This form must be submitted with all offers.</p>			
<b>Lease Security Standards Section</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Total</b>
<b>FACILITY ENTRANCES</b>			
<u>FACILITY ENTRANCES AND LOBBY</u>			
EMPLOYEE ACCESS CONTROL AT ENTRANCES			
<u>COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS</u>			
PUBLIC RESTROOM ACCESS			
SECURING "CRITICAL AREAS"			
VISITOR ACCESS CONTROL			
<b>INTERIOR OF SPACE (GOVERNMENT)</b>			
DESIGNATED ENTRANCES			
IDENTITY VERIFICATION			
FORMAL KEY CONTROL PROGRAM			N/A
<b>SITE AND EXTERIOR OF BUILDING</b>			
<u>SIGNAGE</u>			
POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL			
POSTING OF REGULATORY SIGNAGE			

INITIALS: \_\_\_\_\_ LESSOR  
 \_\_\_\_\_ GOVT





<u>LANDSCAPING AND ENTRANCES</u>				
LANDSCAPING REQUIREMENTS				
CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN				
HAZMAT STORAGE				
PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES				
<b>SECURITY SYSTEMS</b>				
<u>CLOSED CIRCUIT TELEVISION</u>				
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL II				
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE				
<u>INTRUSION DETECTION SYSTEM</u>				
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL II				
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE				
<u>DURESS ALARM</u>				
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL II				
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE				
<b>STRUCTURE</b>				
<u>WINDOWS</u>				
SHATTER-RESISTANT WINDOW PROTECTION				
<b>OPERATIONS AND ADMINISTRATION</b>				
LESSOR TO WORK WITH THE FACILITY SECURITY COMMITTEE (FSC)				
ACCESS TO BUILDING INFORMATION				
<b>TOTAL COSTS</b>				

INITIALS: \_\_\_\_\_ LESSOR  
 \_\_\_\_\_ GOV'T



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## **Attachment 8, Security Unit Price List for FSL III**

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The Security Unit Price List for FSL III is on the following pages.



<b>SECURITY UNIT PRICE LIST (FSL III)</b>			
LEASE NUMBER [INSERT LEASE #]			
[INSERT CLIENT NAME]			
[INSERT CITY AND STATE]			
<i>To be filled out post-award</i>			
<p>The Building Specific Amortized Capital (BSAC) amount under the Lease represents an estimate of the possible countermeasures outlined under the Security Requirements section of the lease. The actual BSAC amount shall be determined after the final design. Using this form, the Lessor shall quote unit prices on all security countermeasures identified in the Lease, as reflected in the final Design Intent Drawings (DIDs) and Construction Documents (CDs). These unit costs shall be subject to further negotiation, prior to issuance of a Notice To Proceed for the security improvements. Refer to "Security Standards" attachment to the Lease for additional details.</p>			
<b>Lease Security Standards Section</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Total</b>
<b>FACILITY ENTRANCES</b>			
<u>FACILITY ENTRANCES AND LOBBY</u>			
REDUCING LOBBY QUEUING			
PHYSICAL BOUNDARIES TO CONTROL ACCESS TO NON-PUBLIC AREAS			
<u>SCREENING REQUIREMENTS</u>			
VISITOR SIGN IN/OUT AFTER HOURS			
MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES			
ACCOMMODATION OF RETAIL/MIX USE SPACE			
<u>COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS</u>			
PUBLIC RESTROOM ACCESS			
SECURING "CRITICAL AREAS"			
VISITOR ESCORT AND ID REQUIREMENTS			
SECURING COMMON BUILDING UTILITIES AND ACCESS TO THE ROOF			
RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			
RESTRICT CONTACT FROM MAIL AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			
<b>INTERIOR OF SPACE</b>			
WEARING PHOTO ID IN GOVERNMENT SPACE			
SECURE EMPLOYEE ENTRANCE DOORS			
LIMIT ON ENTRY POINTS (SHELL)			
FORMAL KEY CONTROL PROGRAM (SHELL)			
ELECTRONIC ACCESS FOR EMPLOYEES			



<b>SITE AND EXTERIOR OF BUILDING</b>				
<u>SIGNAGE</u>				
	POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL			
	POSTING OF REGULATORY SIGNAGE			
<u>LANDSCAPING AND ENTRANCES</u>				
	LANDSCAPING REQUIREMENTS			
	CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN			
	HAZMAT STORAGE			
	PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES			
	VEHICLE BARRIERS			
<u>PARKING</u>				
	NUMBER OF PARKING ENTRANCES			
	ILLUMINATION OF ENTRANCES, EXITS, PARKING LOTS, AND GARAGES			
	AUTHORIZED ACCESS TO PARKING			
	VEHICLE SCREENING			
	PUBLIC ACCESS TO GOVERNMENT PARKING AREAS			
<b>SECURITY SYSTEMS</b>				
<u>CLOSED CIRCUIT TELEVISION - LEVEL III</u>				
	LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE			
	GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			
<u>INTRUSION DETECTION SYSTEM - LEVEL III</u>				
	LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE			
	GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			
<u>DURESS ALARM - LEVEL III</u>				
	LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE			
	GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			



<b>STRUCTURE</b>			
<u>WINDOWS</u>			
SHATTER-RESISTANT WINDOW PROTECTION			
LOCK GROUND FLOOR WINDOWS			
SECURE NON-WINDOW OPENINGS			
PREVENT VISUAL OBSERVATION INTO "SENSITIVE AREAS"			
<u>BUILDINGS SYSTEMS</u>			
EMERGENCY GENERATOR			
SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES			
SECURING AIR INTAKE GRILLES			
HVAC SYSTEM FOR CBR ATTACK SUSCEPTIBLE AREAS			
<b>OPERATIONS AND ADMINISTRATION</b>			
LESSOR TO WORK WITH THE FACILITY SECURITY COMMITTEE (FSC)			
ACCESS TO BUILDING INFORMATION			
SECURITY PLANS AND LAYOUTS			
SCREENING OF MAIL AND PACKAGES -LEVEL III			
OCCUPANT EMERGENCY PLANS			
SECURITY GUARD POSTINGS			
<b>TOTAL COSTS</b>			



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## **Attachment 9, Security Unit Price List for FSL IV**

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The Security Unit Price List for FSL IV is on the following pages.



<b>SECURITY UNIT PRICE LIST (FSL IV)</b>			
LEASE NUMBER [INSERT LEASE #]			
[INSERT CLIENT NAME]			
[INSERT CITY AND STATE]			
<i>To be filled out post-award</i>			
<p>The Building Specific Amortized Capital (BSAC) amount under the Lease represents an estimate of the possible countermeasures outlined under the Security Requirements section of the lease. The actual BSAC amount shall be determined after the final design. Using this form, the Lessor shall quote unit prices on all security countermeasures identified in the Lease, as reflected in the final Design Intent Drawings (DIDs) and Construction Documents (CDs). These unit costs shall be subject to further negotiation, prior to issuance of a Notice To Proceed for the security improvements. Refer to "Security Standards" attachment to the Lease for additional details.</p>			
<b>Lease Security Standards Section</b>	<b>Unit Price</b>	<b>Quantity</b>	<b>Total</b>
<b>FACILITY ENTRANCES</b>			
<b>FACILITY ENTRANCES AND LOBBY</b>			
LIMITING LOBBY QUEUING			
PHYSICAL BOUNDARIES TO CONTROL ACCESS TO NON-PUBLIC AREAS - LEVEL IV			
LOBBY BLAST PROTECTION			
<b>SCREENING REQUIREMENTS</b>			
VISITOR SIGN IN/OUT AFTER HOURS			
MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES			
ACCOMMODATION OF RETAIL/MIX USE SPACE			
BALLISTIC PROTECTIVE BARRIER			
MAIL SCREENING ROOM: COLLAPSE AND AIRBLAST INJURY PREVENTION			
<b>COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS</b>			
PUBLIC RESTROOM ACCESS			
SECURING "CRITICAL AREAS"			
VISITOR ESCORT AND ID REQUIREMENTS			
SECURING COMMON BUILDING UTILITIES AND ACCESS TO THE ROOF			
CONTROL ACCESS TO CRITICAL AREAS WITHIN THE BUILDING			
CRITICAL SYSTEM RELOCATION			
RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			
RESTRICT CONTACT FROM MAIL AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			



<b>INTERIOR OF SPACE</b>				
WEARING PHOTO ID IN GOVERNMENT SPACE				
SECURE EMPLOYEE ENTRANCE DOORS				
LIMIT ON ENTRY POINTS (SHELL)				
FORMAL KEY CONTROL PROGRAM (SHELL)				
ELECTRONIC ACCESS FOR EMPLOYEES				
DELAYED EGRESS HARDWARE AT EMERGENCY EXITS				
CONTROLLED ACCESS TO "SENSITIVE AREAS"				
<b>SITE AND EXTERIOR OF BUILDING</b>				
<b>SIGNAGE</b>				
POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL				
POSTING OF REGULATORY SIGNAGE				
<b>LANDSCAPING AND ENTRANCES</b>				
LANDSCAPING REQUIREMENTS				
CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN				
HAZMAT STORAGE				
PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES - LEVEL IV				
VEHICLE BARRIERS				
CHANNELING VISITORS TO AUTHORIZED AREAS/ENTRANCES				
<b>PARKING</b>				
NUMBER OF PARKING ENTRANCES				
ILLUMINATION OF ENTRANCES, EXITS, PARKING LOTS, AND GARAGES				
AUTHORIZED ACCESS TO PARKING				
VEHICLE SCREENING				
PUBLIC ACCESS TO GOVERNMENT PARKING AREAS				





<b>SECURITY SYSTEMS</b>			
<u>CLOSED CIRCUIT TELEVISION</u>			
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL IV			
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			
<u>INTRUSION DETECTION SYSTEM (IDS)</u>			
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL IV			
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			
<u>DURESS ALARM</u>			
LESSOR PROVIDED DESIGN, INSTALLATION, AND MAINTENANCE - LEVEL IV			
GOVERNMENT PROVIDED PRODUCT, INSTALLATION, AND MAINTENANCE			
<u>ADDITIONAL SECURITY SYSTEMS DESIGN REQUIREMENTS</u>			
SECURITY SYSTEMS DESIGN			
<u>CENTRAL SECURITY CONTROL CENTER</u>			
CENTRAL SECURITY CONTROL CENTER DESIGN			
CENTRALIZED COMMUNICATIONS SYSTEM			
EMERGENCY POWER TO SECURITY SYSTEMS			
SYSTEM PERFORMANCE TESTING			
<b>STRUCTURE</b>			
<u>WINDOWS</u>			
SHATTER-RESISTANT WINDOW PROTECTION			
LOCK GROUND FLOOR WINDOWS			
SECURE NON-WINDOW OPENINGS			
PREVENT VISUAL OBSERVATION INTO "SENSITIVE AREAS"			



<b>BUILDINGS SYSTEMS</b>			
EMERGENCY GENERATOR PROTECTION - LEVEL IV			
SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES			
SECURING AIR INTAKE GRILLES			
HVAC SYSTEM FOR CBR ATTACK SUSCEPTIBLE AREAS			
SECURING UTILITY, SERVICE, AND HVAC ROOMS			
POWER DISTRIBUTION SYSTEMS			
DOCUMENTED EMERGENCY PROCEDURES			
<b>OPERATIONS AND ADMINISTRATION</b>			
LESSOR TO WORK WITH THE FACILITY SECURITY COMMITTEE (FSC)			
ACCESS TO BUILDING INFORMATION			
SECURITY PLANS AND LAYOUTS - LEVEL IV			
CONSTRUCTION SECURITY PLAN			
ADDITIONAL SECURITY REQUIREMENT (OPTIONAL)			
SCREENING OF MAIL AND PACKAGES -LEVEL IV			
OCCUPANT EMERGENCY PLANS			
SECURITY GUARD POSTINGS			
SECURITY GUARD PATROLS			
<b>TOTAL COSTS</b>			