

## Key Considerations for VA Leasing Projects

1. Has the SEPS/PFD been verified by a Space Planner within the last 6 months.
2. Will the Tenant Improvement Allowance be paid Lump Sum, or amortized?
3. Will this procurement be considered Best Value or Lowest Price Technically Acceptable?
4. Confirm site characteristics from the Expressions of Interest.
5. The site has been identified as Facility Security Level II, has a security risk assessment been performed. Please review the FSL level II requirements and modify as necessary.
6. Will the medical facility provide activation services or would you like the Lessor to provide those services.
7. Will janitorial services be provided by the facility or Lessor?
8. Will the medical facility pay separately for utilities, or will they be included in the annual rent?
9. Will the medical facility require additional unique requirements specific to the mission. If so, please communicate with the Project Manager.
10. Is there any justification to use an energy label other than Green Globes? If so, please consult with the Project Manager.
11. Have you calculated the daily liquidated damages to be included in the lease documentation?
12. If a Best Value procurement, confirm that the Technical Evaluation Factors have not changed.
13. Does the medical facility anticipate 24/7 HVAC services?
14. Does the medical facility need only normal business operating hours?