



**LEASE MARKET SURVEY FORM  
FOR EXISTING BUILDING**

| General Information   |                         |  |  |  |                |
|---|-------------------------|--|--|--|----------------|
| City, State   |                         |  | Date of Survey   |  |                |
| Danville, Hendricks County, Indiana   |                         |  |  |  |                |
| Delineated Area Notes (Surrounding area – commercial, industrial, etc.)   |                         |  |  |  |                |
| See attached DA MAP with Boundary Narrative for defined delineated Area Place of Performance.   |                         |  |  |  |                |
| Attendees   |                         |  |  |  |                |
|   |                         |  |  |  |                |
|   |                         |  |  |  |                |
|   |                         |  |  |  |                |
| Agency Information  |                         |  |  |  |                |
| Client Agency Name  |                         | Required ABOA SF (Range)                       |  | Type of Space                            |                |
| USDA-NRCS   |                         | 2,405 ABOA Min - 2,525 ABOA Max/ 2,886 NTE RSF |  | General-Purpose Office and Related Space |                |
| Parking Requirements (if applicable)  |                         |  |  |  |                |
| Surface: 5 Reserved/Secured for GOV's and 25 for Employee/ Producer Vehicles  |                         |  | Structured: None   |  |                |
| Go/No-Go Criteria   |                         |  |  |  |                |
| The space offered, its location, and its surrounding areas must be compatible with the Governments intended use. The Gov't wishes to lease space in an existing building. New construction will only be considered if it can be delivered by the estimated occupancy date. Space will not be considered where any living quarters are located within the building. Space shall not be located near establishments whose primary operations is the sale of alcoholic beverages, firearms sold/ discharged, or where there are tenants related to drug treatment or detention facilities. Subleases are not acceptable. 1st or ground floor space is preferred, shall be contiguous & continuous within the building, meeting accessibility requirements in the Lease. If Space above the 1st or ground floor is offered, the space shall have at least one (1) elevator meeting accessibility requirements of the Lease. Offered space must meet Government requirements for fire safety, accessibility, seismic, and sustainability standards per the terms of the Lease. The Government will have access to the space 24-hours a day, 7-days a week. Normal hours of operation are Monday through Friday 6:00 AM through 6:00 PM (excluding Saturdays, Sundays, and Federal Holidays). A fully serviced lease is required. Offered space shall not be in the 500-year flood plain. |                         |  |  |  |                |
| Building Information  |                         |  |  |  |                |
| Building Name   |                         | Total # of Floors                              | Year Built   | Year last renovated. What renovations?   |                |
|   |                         |  |  |  |                |
| Building Address  |                         | Owner/Agent Name                               |  | Email/Phone Number                       |                |
|   |                         |  |  |  |                |
| What is the asking rental rate? NNN/MG/FS?  |                         |  | What rent concessions are being offered?   |  |                |
|   |                         |  |  |  |                |
| Space Available (note location relative to grade)   |                         |  |  |  |                |
| Floor #   | SF Available            | Floor Load                                     | Ceiling Height   | Windows in each bay                      | Column Spacing |
|   | Indicate rsf or ABOA sf |  | Floor to Floor: _____<br>Floor to Ceiling: _____   |  |                |
|   | Indicate rsf or ABOA sf |  | Floor to Floor: _____<br>Floor to Ceiling: _____   |  |                |
|   | Indicate rsf or ABOA sf |  | Floor to Floor: _____<br>Floor to Ceiling: _____   |  |                |
| Parking Availability  |                         |  |  |  |                |
| Reserved:   |                         | General Notes:                                 |  |  |                |
| Employee/Customer:  |                         |  |  |  |                |
| Loading Dock/Area Notes   |                         |  | Describe On-Site Security Measures   |  |                |
|   |                         |  |  |  |                |
| Drinking Fountain/Restroom Notes  |                         |  | Elevator (Including Freight) information such as # of passengers, dimensions of interior, door opening, and age. |  |                |
|   |                         |  |  |  |                |
| ABAAS (Handicap Accessibility) Notes  |                         |  |  |  |                |
|   |                         |  |  |  |                |

**Property Address:**

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