From:	Stockstill, Brandilyne (Brandi)
To:	VA LCOs and Staff
Cc:	Thomas, John D. (CFM); Mangus, James G.; Simmons, Amanda J. (CFM); Dimmick, Amy F. (CFM); Wells, William N.; Chapman, Mitch L. (CFM); Lambie, Jason (CFM)
Subject:	OCFM ORP VA-Wide Real Property Policy Alert 2025-02: VA Specific Instructions for GSA"s and VA"s Updated Templates - PVA, TICS, SecUP and VA FSL
Date:	Monday, November 18, 2024 3:47:35 PM
Attachments:	Attachment 1 Present Value Analysis (PVA) Oct 22 RLPs or later w BSAC OH Fees.xlsx Attachment 2 Tenant Improvements Cost Summary (TICS) Table (Oct 2024).xlsm Attachment 3 Security Unit Price List FSL II (Oct 2024).xlsx Attachment 4 Security Unit Price List FSL III (Oct 2024).xlsx Attachment 5 Security Unit Price List FSL IV (Oct 2024).xlsx Attachment 6 VA Security Requirements (FSL Level I) (Oct 2024).docx Attachment 7 VA Security Requirements (FSL Level II) (Oct 2024).docx Attachment 8 VA Security Requirements (FSL Level III) (Oct 2024).docx Attachment 9 VA Security Requirements (FSL Level IV) (Oct 2024).docx

Office of Construction and Facilities Management's Office of Real Property's VA-Wide Real Property Policy Alert 2025-02: VA Specific Instructions for GSA's and VA's Updated Templates – Present Value Analysis (PVA) worksheet, Tenant Improvements Cost Summary (TICS), Security Unit Price Lists (SecUP), and VA Security Requirements for Facility Security Level (FSL) I-IV.

This VA Real Property Policy Alert is being issued to notify VA Leasing Professionals of updated General Services Administration (GSA) and VA templates for use in all VA awarded leases. Please note that updates to GSA's Facility Security Level (FSL) templates have been incorporated in VA's FSL templates. As a reminder, VA FSL templates incorporate additional levels of protection to GSA's standard FSL templates, which will ensure consistency of security requirements for all VA awarded leases and serve as the baseline levels of protection for use by the Physical Security Specialist (PSS). The attached templates are to be used for all VA Request for Lease Proposals (RLPs) issued after the date of this policy alert.

The policy alert is effective immediately and remains in effect until incorporated into the VA Supplement to GSA's Leasing Desk Guide.

You can find the GSA templates in the G-REX templates library, while the VA templates will be posted at Lease Acquisition and Management Policies and Procedures - Office of Construction & Facilities Management (va.gov) within the coming days. The VA FSL templates can also be downloaded from Office of Construction and Facilities Management, Office of Real Property, Policy & Programs Service (003C7A) - VA FSL I-IV Lease Security Requirements Templates - All (sharepoint.com)

Summary:

The RLP templates were updated on October 1, 2024, to revise how Lessor overhead (Architect/ Engineering (A/E) and Project Manager (PM) Fees) affects the Present Value Analysis (PVA) evaluation. Specifically, GSA removed the "fee-on-fee" calculation used previously. The RLP change resulted in corollary updates as follows:

GSA Public Building Service Office of Leasing issued the following updated templates:

- PVA worksheet
- Tenant Improvements Cost Summary (TICS) Table
- Security Unit Price Lists (SecUP)
- Security Requirements for FSL II, III and IV*

*GSA's Security Requirements updates have been incorporated into VA's FSL Lease Security Requirements Templates.

Template	Explanation of Changes
PVA Worksheet	Since October 2022, there have been two versions of the PVA: • PVA RLPs Prior to OCT 22 - to be used for RLPs that do not apply lessor overhead fees to Building Specific Amortized Capital (BSAC OH) pricing (RLPs issued prior to OCT 2022). • PVA OCT 22 RLPs or later w BSAC OH Fees - to be used for RLPs that apply lessor overhead fees to BSAC pricing (RLPs issued on or after OCT 2022). (Attachment 1) Since the OCT 2024 RLP has revised language about how the overhead fees are to be calculated, GSA has updated this second (BSAC OH Fees) version to reflect this change. It is **critical** that you use the correct PVA worksheet version. Within the "Fee Schedule" tab, you

	must select the RLP version date in order to evaluate the overhead fees. Choosing, “OCT 2022-SEP 2024,” will keep the original “fee-on-fee” layering structure, while choosing, “OCT 2024-present,” will apply the new (simpler) overhead fee structure in the evaluation. Please note that the Warehouse model PVA contains the same changes outlined for the standard PVA and two-version approach for that model (cubic foot method and square foot method.)
TICS Table	The TICS Table now includes options to add BSAC costs and associated lessor overhead fees. You have options to either transfer a BSAC total from a Security Unit Price List or itemize BSAC costs on the form itself. For consistency, the calculation of A/E and PM fees will match the method prescribed in the OCT 2024 RLP. (Attachment 2)
Security Unit Price Lists (FSL II - IV)	The instructional paragraph at the top of the lists now contains additional references to the new TICS Table BSAC features, as described above. Separately, GSA used this opportunity to move several references to ‘maintenance’ as a BSAC cost element to price within the form, as maintenance is generally considered an Operating Cost. (Attachments 3, 4 & 5)
Security Requirements (FSL I - IV)	The GSA templates were developed to align with the maintenance pricing changes described for the Security Unit Price Lists above. **VA’s FSL templates have been updated to incorporate these changes, and VA leasing professionals must use the updated, VA FSL templates instead of the GSA FSL templates.** The VA FSL templates represent baseline levels of protection specifically for VA leased facilities, which incorporates additional levels of protection to GSA’s standard FSL templates. This will ensure consistency of security requirements for all VA awarded leases and serve as the baseline levels of protection for use by the PSS. (Attachments 6, 7, 8 & 9)

This Real Property Policy Alert is effective for all RLPs issued on or after October 1, 2024, as the templates correlate with evaluation methodology revised by the OCT 2024 GSA RLP templates.

VA Specific Instructions:

- **Use of the updated attachments are mandatory** for all VA RLPs issued on or after **October 1, 2024**.
- For VA RLPs issued PRIOR to **October 1, 2024**, RLP Amendments may be

issued to update respective documentation at the discretion of the Lease Contracting Officer.

This VA policy alert is effective immediately and remains in effect until rescinded. As a result of this VA Real Property Policy Alert, Office of Construction and Facilities Management's Office of Real Property's VA-Wide Leasing Policy Alert 2024-05 is hereby rescinded.

Should you have any questions or concerns, please submit them to CFM ORP Policy and Programs, VACO003C7APolicyandProgramsTeam@va.gov

Brandi Stockstill
Director, Policy & Programs
Office of Real Property, CFM
(202) 329-6538

VA Real Property Policy Program - Office of Construction & Facilities Management
VA Real Property Agreements - Home (sharepoint.com)
Office of Construction and Facilities Management, Office of Real Property, Policy & Programs Service (003C7A) - Home (sharepoint.com)

Version 10/2024

BASIC PRESENT VALUE ANALYSIS

Building Name		**Discount Rate**	5.00%
Building Street Address		**Escalation Rate**	2.50%
Building City, State, Zip Code		**Parking Escalation Rate**	2.50%
Offeror's Name			
Client Agency		**Present Value per ABOA SF**	
Evaluation Version			

Term

		Years	Months
Total Term to be Evaluated Per RLP, in Months	0	0	0
Initial Term (months)			
Renewal Term (months)			

Square Footage

Rentable Square Feet		**R/U Factor**
ANSI/BOMA Occupant Area (ABOA)		

Parking

	# Spaces	$ Space per Month		
Structured/Reserved Spaces			Total Structured Spaces:	0
Structured/Non-Reserved Spaces			Avg Structured Annual / Space:	$0.00
Surface/Reserved Spaces			Total Surface Spaces:	0
Surface/Non-Reserved Spaces			Avg Surface Annual / Space:	$0.00

Rent

Does Shell Rent Step? (Y/N)	
Does Parking Rate Step? (Y/N)	
Does Parking Rate Escalate? (Y/N)	
Does Offer Include Free Rent? (Y/N)	

Initial Term

	Annual Rate per ABOA SF	Annual Rent
Shell Rent	$ -	
Op Cost (in Lease)	$ -	
Op Cost (Government)		$ -
Amortization of TIA		
Total Lessor's Overhead and Fees		
Rate Per Sq Ft for Security		
Structured Parking Rate/Yr/Space	$ -	$ -
Surface Parking Rate/Yr/Space	$ -	$ -

Tenant Improvement Rent

TI Method	SELECT		
SELECT METHOD ABOVE			**NO TENANT IMPROVEMENTS**
Lessor's Amortization Rate		Years	Months
Term in Months to Amortize TIA			
Lessor's Overhead and Fees	0		

Overtime Utilities

		Annual OT Charge	**Lump Sum and Broker Credit**	
Number of Estimate Hours			Total Lump Sum	
Rate Per Hour		$ -	Commission Credit	
Does Overtime Charge Escalate? (Y/N)				

Building Specific Amortized Capital

BSAC Method	SELECT		
SELECT METHOD ABOVE		**NO BUILDING SPECIFIC AMORTIZED CAPITAL**	
Security Amortization Rate		Years	Months
Term in Months to Amortize Security			
Annual Rate Per ABOA SF for Security			
Lessor's Overhead and Fees	0		

Present Value Calculation

Present Value For This Offer

All amounts shown as Rate per ABOA SF

Year	Shell Rental	Op Cost (in Lease)	Op Cost (Gov't)	TI	Lessor TI OH	Bldg Spec Amort Cap	Lessor BSAC OH	Overtime Utilities	Structured Parking	Surface Parking	Total Rate psf	Annual Rent	Free Rent Value	Annual Less Free Rent	Commission Credit	Less Credit
1	$ -	$ -	$ -	$ -	$ -	$ -	$ -		#DIV/0!	#DIV/0!	#DIV/0!	#DIV/0!		#DIV/0!	$ -	#DIV/0!

Stepped Rent Input
Enter Value For Each Year of Lease

Year	Shell Original	Orig Months	Shell Renewal	Renew Months	Shell Total	Structured Original	Orig Months	Structured Renewal	Renew Months	Structured Total	Surface Original	Orig Months	Surface Renewal	Renew Months	Surface Total
1		0		0	#VALUE!		0		0	#VALUE!		0		0	#VALUE!
				0					0					0	
				0					0					0	
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Offeror's Fee Schedule			Sub Totals	Order of Precedence	How the Fee Schedule Figures are computed
ABOA Square Feet of Offer	0				
Archtectural/Engineering Fee	(Enter either Rate, Percentage, or Flat Fee)				**SELECT AN RLP VERSION (D22)**
Rate per ABOA SF					
Percentage		Percent			
Percentage Basis	RLP Not Selected				
Flat Fee			$ -		No A/E Fees have been input. Please check cells B6, B7, and B9
Lessor's Project Management Fee		Percent			
Total Subcontract Costs or Other	$ -		$ -		SELECT AN RLP VERSION (D22)
Other Fees			$ -		
Total Fee Cost			$ -		Total Fee Cost = AE Fee (D9) + Lessor's O/H and Profit (D12) + Other Fees (D14)
Total TI Allowance			$ -		
Total BSAC Cost of Security			$ -		
Total Buildout to be Amoritzed			$ -		Total Buildout to be Amortized = Total TI Allowance (D18) + Total BSAC Cost of Security (D19)
CHOOSE RLP VERSION DATE BEING EVALUATED			**SELECT**		
Total Lessor's Overhead and Fees			0		SELECT AN RLP VERSION (D22)

Free Rent Input

Input Value for Each Year(partial year)

Year	Months Free	Shell (Y or N)	Op Cost (Y or N)	TI (Y or N)	Security (Y or N)	Structured (Y or N)	Surface (Y or N)	Value of Free Rent	Value of Free Shell
1								$ -	$ -
								$ -	$ -
								$ -	$ -
								$ -	$ -
								$ -	$ -
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TENANT IMPROVEMENTS COST SUMMARY (TICS)			Version Oct. 2024
For:	-	**ABOA SF=**	-
Agency:	-	**TIA PER ABOA SF=**	$ -
Location:	-	**TOTAL TIA=**	$ -
Common Area Factor:	-	**RSF=**	-

Masterformat CSI	System Elements		TI*	SHELL**
Div 1	General Requirements		$ -	$ -
Div 2	Existing Conditions		$ -	$ -
Div 3	Concrete		$ -	$ -
Div 4	Masonry		$ -	$ -
Div 5	Metals		$ -	$ -
Div 6	Wood, Plastics, Composites		$ -	$ -
Div 7	Thermal and Moisture Protection		$ -	$ -
Div 8	Openings		$ -	$ -
Div 9	Finishes		$ -	$ -
Div 10	Specialties		$ -	$ -
Div 11	Equipment		$ -	$ -
Div 12	Furnishings		$ -	$ -
Div 13	Special Construction		$ -	$ -
Div 14	Conveying Equipment		$ -	$ -
Div 21	Fire Suppression		$ -	$ -
Div 22	Plumbing		$ -	$ -
Div 23	Heating, Ventilating, and Air Conditioning (HVAC)		$ -	$ -
Div 26.1	Electrical		$ -	$ -
Div 26.2	Lighting		$ -	$ -
Div 27	Communications		$ -	$ -
Div 28.1	Electronic Safety		$ -	$ -
Div 28.2	Electronic Security (TI - Non-BSAC)		$ -	$ -
Div 31	Earthwork		$ -	$ -
Div 32	Exterior Improvements		$ -	$ -
Div 33	Utilities		$ -	$ -
Subtotal	Trade Costs		$ -	$ -
	General Contractor Fee	Percent	$ -	$ -
Subtotal	Construction Costs		$ -	$ -
	Architectural & Engineering Fees (NIC DID costs) ***	Percent	$ -	$ -
	Other Lessor Costs Established Under the Lease		$ -	$ -
Subtotal	Lessor's Costs:		**$ -**	**$ -**
	Lessor's Project Management Fee	Percent	$ -	
Total	**Price to Government:**	**GRAND TOTAL**	**$ -**	
		Cost per ABOA SF	$ -	$ -
		Cost per RSF	$ -	$ -

Notes:

* Include all subcontractors' costs.

** Shell and core work items within tenant space will include those items for a warm lit shell. Please refer to the SHELL DEFINITIONS tab, and the lease for further information.

*** Not subject to Lessor's project management fee.

INSTRUCTIONS

Read and understand 'SHELL' tab.

Input project specific information as appropriate in the light blue fields of the 'INPUT' worksheet, in order to auto-populate the TICS worksheet. This includes ANSI-BOMA Office Area (ABOA) square footage, General Contractor Fee, Lessor's Project Management Fee, and A/E Fees. Note that some of these fees are already established under the lease agreement and must be used when completing this worksheet.

Fill in each line for all Shell and TI items in the corresponding division tabs included in the Tenant Improvement Cost Summary (TICS). Include all subcontractors' soft costs. Example shown below.

Material	
Description	Accurately describe each item being priced.
Quantity	List the quantity e.g., 1, 2, 3, etc.
Unit	(Example) LS,EA,GAL,LF, SF, etc.
Cost	Amount per one unit
Total	Total cost of all material.
Labor	
Hours	Time projected to perform the task.
Labor Rate	Cost per hour of labor.
Total	Cost of labor.
TOTAL	Combines overall materials and labor.

Tenant Improvements (TI)

TIs include the finishes and fixtures that take space from the shell condition to a finished, usable condition.

1. Fill out light blue fields categorized Tenant Improvements (TI), inputting only costs associated with TI.
2. Fill each division tab 1-33 as needed for the construction to be performed under the TI costs as indicated above.

Shell

1. Fill out light blue fields categorized SHELL, inputting only costs associated with shell as defined in the 'SHELL' tab.
2. Fill each division tab 1-33 as needed for the construction to be preformed under the SHELL cost as indicated above.

DIVISION 9 - FINISHES

FOR:	DATE PREPARED:
Project or Lease #	1/1/2022

Tentant Improvement (TI) Cost Estimate for Division 9

	MATERIAL				LABOR		
DESCRIPTION	**QUAN.**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
XYZ Paint	1.00	GAL.	$25.00	$25.00	2.50	$36.25	$90.63
				$0.00			$0.00
				$0.00			$0.00
			Material Total:	**$25.00**		**Labor Total:**	**$90.63**
						TOTAL TI MATERIAL & LABOR:	**$115.63**

Shell Cost Estimate for Division 9

	MATERIAL				LABOR		
DESCRIPTION	**QUAN.**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
ABC Paint	10.00	GAL.	$27.00	$270.00	6.00	$36.25	$217.50
				$0.00			$0.00
				$0.00			$0.00
			Material Total:	**$270.00**		**Labor Total:**	**$217.50**
						TOTAL SHELL MATERIAL & LABOR:	**$487.50**

Building Specific Amortized Capital (BSAC)

BSAC is used for the build-out of security-related improvements, most commonly listed on a 'Security Requirements' attachment.

1. Because Architectural & Engineering Fees and Lessor's Project Management Fees apply to BSAC as well as Tenant Improvement costs, this form includes opportunities to include BSAC pricing in order to capture a comprehensive fee evalutation. Fees identified as having a percentage basis for TI costs on the INPUT tab will automatically be applied to BSAC costs as well on the TICS tab, if applicable.
2. BSAC elements are traditionally itemized on a Security Unit Price List form. Enter the 'Total Costs' value from that form on the BSAC tab as instructed on the page. If a Security Unit Price List is not available and/or a more detailed examination of BSAC costs is desired, the BSAC tab can also itemize costs.

Per GSA Pricing Desk Guide, 5th Edition.

Table 2-4. Shell Definition for General Use Buildings

Base Building	Occupant Areas
Base structure and building enclosure components (windows with exterior finishes) are complete.	Broom-clean concrete floor slab, with a flat and level floor.
Base building mechanical, electrical and plumbing systems (e.g., central fire alarm, chiller plant, cooling tower) are complete and functional.	Gypsum wallboard, spackled and prime painted, on exterior perimeter walls and tenant demising walls, without suite entry door.
All common areas, such as lobbies, elevators, fire egress corridors and stairwells, garages, and service areas are complete. (Circulation corridors are provided as part of the base building only on multi- tenanted floors where the corridor is common to more than one tenant. On single tenant floors, only the fire egress corridor necessary to meet code is provided as part of the shell.)	Suspended acoustical ceiling system including grid and lay-in tiles (or other building standard). Lighting luminaires should be installed in the ceiling grid for an open office plan at the rate of one fixture per 80 USF.3 Lighting controls with ambient lighting adjusted per daylight availability, occupancy, vacancy, or other building automation system signals.
Building common restrooms are complete and operational.	
Building cores on each floor with assignable space contain the following: tappable domestic water riser, service sanitary drain, sanitary vent, ready for extension to tenant- demised areas. Electrical power distribution panels and circuit breakers available in an electrical closet, with capacity at 120/208 volt, 3- phase, 4-wire providing 4 watts per USF excluding lighting and HVAC. Designated connection point to the central fire alarm system for extension to tenant- demised areas. Distribution backboard within a wire closet for connection to tenant’s telephone lines. Vertical conduit (empty sleeve) through building core, available for tenant wiring and cabling.	Central heating, ventilation, and air conditioning (HVAC) systems are installed and operational, including, as appropriate, main and branch lines, variable air volume boxes, dampers, flex ducts and diffusers, for open office layout. Conditioned air through medium pressure ductwork at a rate of .75 cfm per square foot of usable area is provided. Sprinkler mains and distribution piping in a protection layout (open plan) with heads turned down, concealed with an escutcheon or trim plate, are installed.

INFORMATION NEEDED TO COMPLETE TICS TABLE		
LEASE GS-XXP-LXXXXXXX or Project		
Agency		
Location: City, State		
ABOA SF =		
TENANT IMPROVEMENT ALLOWANCE PER ABOA SF =		
RSF=		
DATE:		
	Basis	Amount
Tenant Improvement General Contractor Fee	percent	
Shell General Contractor Fee	percent	
Tenant Improvement A/E Fees (per Lease)	percent	
Shell A/E Fees	percent	
Lessor's TI Project Management Fee (per Lease)	percent	
	TI	Shell
Other Lessor Costs Established Under the Lease		

General contractor fee, A/E Fee and Lessor's Project Management Fee fields are structured to allow you to choose percentage or a lump sum.

Enter percent values as decimals. Ex: 0.06 for 6.00%

For A/E fees established as a cost per ABOA sf, convert rate to lump sum.

If BSAC is applicable, 'Amount' values entered above for TI fees that have a 'percent' basis will automatically be applied to BSAC on the TICS tab. 'Lump Sum' basis amounts will NOT be applied twice; 'lump sum' basis amounts entered above should consider the full scope of both TI and BSAC and will only be displayed once on the TICS tab.

Cell: C16
Note: Request for Lease Proposals requires a percentage basis for TI and BSAC project management fee.

BUILDING SPECIFIC AMORTIZED CAPITAL (BSAC)

FOR: DATE PREPARED:

Building Specific Amortized Capital (BSAC) Cost Estimate (Most commonly itemized on a Security Unit Price List.)

Select Method of BSAC Inclusion:	N/A	← Click if entering BSAC values
If entering BSAC values, select method from cell F4 dropdown list.		

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL BSAC MATERIAL AND LABOR: $ -

Division 1 - General Requirements

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 1 (examples: superintendence, mob/demob, dust control, waste & dumpsters, temporary barriers & barricades)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
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				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL TI MATERIAL AND LABOR: $ -			

SHELL Cost Estimate for Division 1 (examples: superintendence, mob/demob, dust control, waste & dumpsters, temporary barriers & barricades)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL SHELL MATERIAL AND LABOR: $ -			

Division 2 - Existing Conditions

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 2 (examples: site work, demolition)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
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				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL TI MATERIAL AND LABOR: $ -			

SHELL Cost Estimate for Division 2 (examples: demolition, survey, geotech, HAZMAT)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL SHELL MATERIAL AND LABOR: $ -			

Division 3 - Concrete

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 3

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL TI MATERIAL AND LABOR: $ -			

SHELL Cost Estimate for Division 3 (examples: foundations, columns, flatwork, beams)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL SHELL MATERIAL AND LABOR: $ -			

Division 4 - Masonry

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 4

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 4 (examples: brick, block)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

Division 5 - Metals

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 5 (examples: structural, grates, decking, joists, stairs, railings, custom fabrications)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 5 (examples: structural, grates, decking, joists, stairs, railings, custom fabrications)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 6 - WOOD, PLASTICS, COMPOSITES

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 6 (examples: wood framing, rough carpentry, sheathing, millwork, decking, paneling, stairs & railings)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 6 (examples: wood framing, rough carpentry, sheathing, millwork, decking, paneling, stairs & railings)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 7 - THERMAL & MOISTURE PROTECTION

FOR: DATE PREPARED:

<u>Tentant Improvement (TI)</u> Cost Estimate for Division 7 (examples: roof Penetration/Patching, firestopping, joint sealants, caulking, dampproofing, insulation, weather barriers)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL TI MATERIAL AND LABOR: $ -			

<u>SHELL</u> Cost Estimate for Division 7 (examples: roof Penetration/Patching, firestopping, joint sealants, caulking, dampproofing, insulation, weather barriers)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL SHELL MATERIAL AND LABOR: $ -			

DIVISION 8 - OPENINGS

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 8 (examples: doors, frames, hardware, louvers, windows, glazing, curtainwall)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
TOTAL TI MATERIAL AND LABOR: $							-

SHELL Cost Estimate for Division 8 (examples: doors, frames, hardware, louvers, windows, glazing, curtainwall)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
TOTAL SHELL MATERIAL AND LABOR: $							-

DIVISION 9 - FINISHES

FOR: **DATE PREPARED:**

Tentant Improvement (TI) Cost Estimate for Division 9 (examples: painting, carpeting, flooring & base, wall protection, walls)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
			MATERIAL TOTAL: $	**-**		**LABOR TOTAL: $**	**-**
						TOTAL TI MATERIAL AND LABOR: $	**-**

SHELL Cost Estimate for Division 9 (examples: painting, carpeting, flooring & base, wall protection, walls)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
			MATERIAL TOTAL: $	**-**		**LABOR TOTAL: $**	**-**
						TOTAL SHELL MATERIAL AND LABOR: $	**-**

DIVISION 10 - SPECIALTIES

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 10 (examples: displays, signage, directory boards, movable partitions, wall and door protection, lockers, flagpoles, storage assemblies)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 10 (examples: displays, signage, directory boards, movable partitions, wall and door protection, lockers, flagpoles, storage assemblies)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 11 - EQUIPMENT

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 11 (examples: AV, lab, recreational, food, banking, medical, retail, parking, loading dock, and other equipment)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 11 (examples: AV, lab, recreational, food, banking, medical, retail, parking, loading dock, and other equipment)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 12 - FURNISHINGS

FOR: **DATE PREPARED:**

<u>Tentant Improvement (TI)</u> Cost Estimate for Division 12 (examples: decorations, systems and office funiture, casework, countertops)

	MATERIAL				LABOR		
DESCRIPTION	**QUANTITY**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			**-**	**LABOR TOTAL: $**		**-**
			TOTAL TI MATERIAL AND LABOR:			**$**	**-**

<u>SHELL</u> Cost Estimate for Division 12 (examples: decorations, systems and office funiture, casework, countertops)

	MATERIAL				LABOR		
DESCRIPTION	**QUANTITY**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			**-**	**LABOR TOTAL: $**		**-**
			TOTAL SHELL MATERIAL AND LABOR:			**$**	**-**

DIVISION 13 - SPECIAL CONSTRUCTION

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 13 (examples: pre-engineered & prefab structures)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 13 (examples: pre-engineered & prefab structures)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 14 - CONVEYING EQUIPMENT

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 14

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 14

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 21 - FIRE SUPPRESSION

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 21

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 21

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 22 - PLUMBING

FOR: | DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 22

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			$ -	LABOR TOTAL:		$ -
					TOTAL TI MATERIAL AND LABOR:		$ -

SHELL Cost Estimate for Division 22

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			$ -	LABOR TOTAL:		$ -
					TOTAL SHELL MATERIAL AND LABOR:		$ -

DIVISION 23 - HEATING, VENTILATING, AND AIR CONDITIONING (HVA

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 23

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
					TOTAL TI MATERIAL AND LABOR: $		-

SHELL Cost Estimate for Division 23

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
					TOTAL SHELL MATERIAL AND LABOR: $		-

DIVISION 26.1 - ELECTRICAL

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 26.1 (examples: conduit, wire, supports, boxes, fittings, terminations, outlets, cover plates, receptacles, power devices, panels & breakers, electrical equipment)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			**-**	**LABOR TOTAL: $**		**-**
					TOTAL TI MATERIAL AND LABOR: $		**-**

SHELL Cost Estimate for Division 26.1 (examples: conduit, wire, supports, boxes, fittings, terminations, outlets, cover plates, receptacles, power devices, panels & breakers, electrical equipment)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			**-**	**LABOR TOTAL: $**		**-**
					TOTAL SHELL MATERIAL AND LABOR: $		**-**

DIVISION 26.2 - LIGHTING

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 26.2 (examples: lighting fixtures, wall switches, motion switches)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
					TOTAL TI MATERIAL AND LABOR: $		-

SHELL Cost Estimate for Division 26.2 (examples: lighting fixtures, wall switches, motion switches)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $			-	LABOR TOTAL: $		-
					TOTAL SHELL MATERIAL AND LABOR: $		-

DIVISION 27 - COMMUNICATIONS

FOR: **DATE PREPARED:**

Tentant Improvement (TI) Cost Estimate for Division 27 (examples: Low Voltage cabling (CAT6, POE, Coax, HDMI, speaker), overhead speakers/intercom, sound-masking/white noise devices, jacks, punchdown, cover plates, cable trays/j-hooks, server racks (conduit & boxes see Div 26.1))

	MATERIAL				LABOR		
DESCRIPTION	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
			MATERIAL TOTAL: $	-		LABOR TOTAL: $	-
						TOTAL TI MATERIAL AND LABOR: $	-

SHELL Cost Estimate for Division 27

	MATERIAL				LABOR		
DESCRIPTION	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
			MATERIAL TOTAL: $	-		LABOR TOTAL: $	-
						TOTAL SHELL MATERIAL AND LABOR: $	-

DIVISION 28.1 - ELECTRONIC SAFETY

FOR:

DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 28.1 (examples: Fire Alarm Only: wire, devices, smokes, heats, CO2, exit signs, addressing & testing)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			**$ -**	**LABOR TOTAL:**		**$ -**
					TOTAL TI MATERIAL AND LABOR:		**$ -**

SHELL Cost Estimate for Division 28.1

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			**$ -**	**LABOR TOTAL:**		**$ -**
					TOTAL SHELL MATERIAL AND LABOR:		**$ -**

DIVISION 28.2 - ELECTRONIC SECURITY

FOR: | **DATE PREPARED:**

<u>Tentant Improvement (TI)</u> Cost Estimate for Division 28.2 (examples: duress, IDS, motion, video surveillance systems, CCTV, security scanning, glass break, alarm devices) SHOULD NOT include items required/itemized as BSAC on a Security Unit Price List, provided separately, or the BSAC tab on this form. SHOULD include items labeled TI on a Security Unit Price List.

	MATERIAL				LABOR		
DESCRIPTION	**QUANTITY**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			**$ -**	**LABOR TOTAL:**		**$ -**
					TOTAL TI MATERIAL AND LABOR:		**$ -**

<u>SHELL</u> Cost Estimate for Division 28.2 SHOULD NOT include items required/itemized as BSAC on a Security Unit Price List, provided separately if necessary. SHOULD include items labeled SHELL on a Security Unit Price List.

	MATERIAL				LABOR		
DESCRIPTION	**QUANTITY**	**UNIT**	**COST**	**TOTAL**	**HOURS**	**Labor Rate**	**TOTAL**
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL:			**$ -**	**LABOR TOTAL:**		**$ -**
					TOTAL SHELL MATERIAL AND LABOR:		**$ -**

DIVISION 31 - EARTHWORK

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 31

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL TI MATERIAL AND LABOR: $ -

SHELL Cost Estimate for Division 31

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		

TOTAL SHELL MATERIAL AND LABOR: $ -

DIVISION 32 - EXTERIOR IMPROVEMENTS

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 32

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL TI MATERIAL AND LABOR: $ -			

SHELL Cost Estimate for Division 32 (examples: site, civil, pavements, landscaping, walks, pedestals, fences, gates, permanent vehicle barriers, foundations, earthwork)

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
				TOTAL SHELL MATERIAL AND LABOR: $ -			

DIVISION 33 - UTILITIES

FOR: DATE PREPARED:

Tentant Improvement (TI) Cost Estimate for Division 33

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
Describe first item here	1.00	(ex: LF)	$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
TOTAL TI MATERIAL AND LABOR: $ -							

SHELL Cost Estimate for Division 33

DESCRIPTION	MATERIAL				LABOR		
	QUANTITY	UNIT	COST	TOTAL	HOURS	Labor Rate	TOTAL
	1.00		$0.00	$0.00	1.00	$0.00	$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
				$0.00			$0.00
	MATERIAL TOTAL: $ -				LABOR TOTAL: $ -		
TOTAL SHELL MATERIAL AND LABOR: $ -							

INSTRUCTIONS TO THE LEASING SPECIALISTS: THIS SPREADSHEET REFLECTS THE BASELINE SET OF SECURITY PARAGRAPHS. EACH PARAGRAPH IN THE SECURITY SECTION WILL HAVE A CORRESPONDING LINE. IF THE SECURITY SECTION IS ADJUSTED BY ADDING OR DELETING PARAGRAPHS THE SPREADSHEET MUST BE CHANGED ACCORDINGLY.

SECURITY UNIT PRICE LIST (FSL II)

LEASE NUMBER [INSERT LEASE #]

[INSERT DATE]

[INSERT CLIENT NAME]

[INSERT CITY and STATE]

To be filled out post-award

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. Input 'Unit Price' and 'Quantity' figures for BSAC items (light blue) and the total will automatically be calculated for that row. Items designated as 'Priced in Shell', 'Priced in Tenant Improvements', or 'Government Provided' are included on this form to align with the full requirements of the 'Security Standards' attachment, but should not be priced on this document. SHELL and TI costs should be included on a 'TICS' form if one has been provided by the Government. Lease-specified overhead fees on the BSAC amount can likewise be calculated on the TICS form by transferring the BSAC 'Total Costs' calculated at the bottom of this worksheet to the TICS form according to the instructions on that document.

	Lease Security Standards Section	*Unit Price*	*Quantity*	*Total*
I.	**FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**			
A.	FACILITY ENTRANCES AND LOBBY			
1.	EMPLOYEE ACCESS CONTROL AT ENTRANCES (SHELL)	**Priced in Shell**		
B.	SCREENING REQUIREMENTS			
1.	ACCOMODATION OF RETAIL/MIXED USE SPACE (SHELL)	**Priced in Shell**		
C.	COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS			
1.	PUBLIC RESTROOM ACCESS (SHELL)	**Priced in Shell**		
2.	SECURING CRITICAL AREAS (SHELL)	**Priced in Shell**		
3.	VISITOR ACCESS CONTROL (SHELL)	**Priced in Shell**		
4.	PUBLIC SPACE RESTRICTIONS WITH PRIMARY VERTICAL LOAD MEMBERS			**$ -**
4a.	RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			**$ -**
4b.	RESTRICT CONTACT FROM MAIL AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			**$ -**
II.	**INTERIOR (GOVERNMENT SPACE)**			
A.	IDENTITY VERIFICATION (SHELL)	**Priced in Shell**		
B	FORMAL KEY CONTROL PROGRAM (SHELL)	**Priced in Shell**		
III.	**SITES AND EXTERIOR OF THE BUILDING**			
A.	SIGNAGE			
1.	POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)	**Priced in Shell**		
2.	POSTING OF REGULATORY SIGNAGE (SHELL)	**Priced in Shell**		
B.	LANDSCAPING AND ENTRANCES			
1.	LANDSCAPING REQUIREMENTS (SHELL)	**Priced in Shell**		

2.	HAZMAT STORAGE (SHELL)	**Priced in Shell**		
3.	PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES (SHELL)	**Priced in Shell**		
C.	PARKING			
1.	PUBLIC ACCESS TO GOVERNMENT PARKING AREAS (SHELL)	**Priced in Shell**		
IV.	**SECURITY SYSTEMS**			
A.	SECURITY SYSTEM TESTING & MAINTENANCE CRITERIA			**$ -**
B.	VIDEO SURVEILLANCE SYSTEM (VSS)			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
C.	INTRUSION DETECTION SYSTEM			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
D.	DURESS ALARM			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
E.	SECURITY SYSTEMS DESIGN			**$ -**
V.	**STRUCTURE**			
A.	WINDOWS			
	LOCK GROUND FLOOR WINDOWS (BSAC- IDS Monitoring)			**$ -**
B.	BUILDING SYSTEMS			
1.	EMERGENCY GENERATOR PROTECTION (T.I.)	**Priced in Tenant Improvements**		
2.	SECURE AIR INTAKE GRILLES			**$ -**
VI.	**OPERATIONS AND ADMINISTRATION**			
A.	FACILITY SECURITY COMMITTEE (FSC) - (SHELL *)	**Priced in Shell**		
B.	ACCESS TO BUILDING INFORMATION (SHELL *)	**Priced in Shell**		
C.	CONSTRUCTION SECURITY PLAN (SHELL)	**Priced in Shell**		
VII.	**CYBERSECURITY (SHELL *)**			
	CYBERSECURITY REQUIREMENTS OUTLINED IN SECTIONS A-C (SHELL *)	**Priced in Shell**		
	TOTAL COSTS			**$ -**

INSTRUCTIONS TO THE LEASING SPECIALISTS: THIS SPREADSHEET REFLECTS THE BASELINE SET OF SECURITY PARAGRAPHS. EACH PARAGRAPH IN THE SECURITY SECTION WILL HAVE A CORRESPONDING LINE. IF THE SECURITY SECTION IS ADJUSTED BY ADDING OR DELETING PARAGRAPHS THE SPREADSHEET MUST BE CHANGED ACCORDINGLY.

SECURITY UNIT PRICE LIST (FSL III)

LEASE NUMBER [INSERT LEASE #]

[INSERT DATE]

[INSERT CLIENT NAME]

[INSERT CITY and STATE]

To be filled out post-award

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. Input 'Unit Price' and 'Quantity' figures for BSAC items (light blue) and the total will automatically be calculated for that row. Items designated as 'Priced in Shell', 'Priced in Tenant Improvements', or 'Government Provided' are included on this form to align with the full requirements of the 'Security Standards' attachment, but should not be priced on this document. SHELL and TI costs should be included on a 'TICS' form if one has been provided by the Government. Lease-specified overhead fees on the BSAC amount can likewise be calculated on the TICS form by transferring the BSAC 'Total Costs' calculated at the bottom of this worksheet to the TICS form according to the instructions on that document.

	Lease Security Standards Section	***Unit Price***	***Quantity***	***Total***
I.	**FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**			
A.	FACILITY ENTRANCES AND LOBBY			
1.	LIMITING LOBBY QUEUING			$ -
2.	PHYSICAL BOUNDARIES TO CONTROL ACCESS TO PUBLIC AND NON-PUBLIC AREAS			$ -
3.	MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES			$ -
B.	ADDITIONAL REQUIREMENTS			
1.	EMPLOYEE AND VISITOR SIGN-IN/OUT AFTER HOURS			$ -
2.	ACCOMODATION OF RETAIL/MIXED USE SPACE (SHELL)	**Priced in Shell**		
C.	COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS			
1.	PUBLIC RESTROOM ACCESS (SHELL)	**Priced in Shell**		
2.	SECURING CRITICAL AREAS			$ -
3.	VISITOR ESCORT AND ID REQUIREMENTS			$ -
4.	SECURING COMMON BUILDING UTILITIES, SERVICE ROOMS, AND ACCESS TO ROOF			$ -
5.	CRITICAL SYSTEM LOCATION (BSAC-Standoff, hardening, and venting methods)			$ -
6.	RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			$ -
7.	RESTRICT CONTACT FROM MAIL AREA WITH PRIMARY VERTICAL LOAD MEMBERS			$ -
II.	**INTERIOR (GOVERNMENT SPACE)**			
A.	WEARING PHOTO ID IN GOVERNMENT SPACE			$ -
B.	SECURE EMPLOYEE ENTRANCE DOORS			$ -
C.	LIMIT ON ENTRY POINTS (SHELL)	**Priced in Shell**		
D.	FORMAL KEY CONTROL PROGRAM (SHELL)	**Priced in Shell**		
E.	ELECTRONIC ACCESS FOR EMPLOYEES			$ -

F.	552.270-34 ACCESS LIMITATIONS FOR HIGH-SECURITY LEASED SPACE (JUN 2021) (SHELL *)	**Priced in Shell**		
III.	**SITE AND EXTERIOR OF THE BUILDING**			
A.	SIGNAGE			
1.	POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)	**Priced in Shell**		
2.	POSTING OF REGULATORY SIGNAGE (SHELL)	**Priced in Shell**		
B.	LANDSCAPING AND ENTRANCES			
1.	CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)	**Priced in Shell**		
2.	HAZMAT STORAGE (BSAC-IDS/VSS monitoring)			**$ -**
3.	PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES (BSAC-Alternative blast containment measures)			**$ -**
4.	VEHICLE BARRIERS			**$ -**
C.	PARKING			
1.	NUMBER OF PARKING ENTRANCES			**$ -**
2.	AUTHORIZED ACCESS TO PARKING (SHELL)	**Priced in Shell**		
3.	VEHICLE SCREENING			**$ -**
4.	PUBLIC ACCESS TO GOVERNMENT PARKING AREAS			**$ -**
IV.	**SECURITY SYSTEMS**			
A.	SECURITY SYSTEM TESTING & MAINTENANCE CRITERIA			**$ -**
B.	VIDEO SURVEILLANCE SYSTEM (VSS)			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
C.	INTRUSION DETECTION SYSTEM			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
D.	DURESS ALARM			
	LESSOR PROVIDED DESIGN AND INSTALLATION			**$ -**
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
E.	SECURITY SYSTEMS DESIGN			**$ -**
F.	CENTRAL SECURITY CONTROL CENTER			
1.	CENTRALIZED COMMUNICATIONS SYSTEM			**$ -**
2.	EMERGENCY POWER TO SECURITY SYSTEMS			**$ -**
V.	**STRUCTURE**			
A.	WINDOWS			
1.	SHATTER-RESISTANT WINDOW PROTECTION			**$ -**

2.	LOCK GROUND FLOOR WINDOWS (BSAC- IDS Monitoring)			$ -
3.	SECURE NON-WINDOW OPENINGS (SHELL)	Priced in Shell		
4.	PREVENT VISUAL OBSERVATION INTO EXTERIOR OFFICES (T.I.)	Priced in Tenant Improvements		
B.	BUILDING SYSTEMS			
1.	EMERGENCY GENERATOR PROTECTION (T.I.)	Priced in Tenant Improvements		
2.	SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES			$ -
3.	SECURING AIR INTAKE GRILLES			$ -
4.	HVAC SYSTEM FOR CBR ATTACK-SUSCEPTIBLE AREAS			$ -
5.	HVAC CONTROL			$ -
VI.	**OPERATIONS AND ADMINISTRATION**			
A.	FACILITY SECURITY COMMITTEE (FSC) - (SHELL *)	Priced in Shell		
B.	ACCESS TO BUILDING INFORMATION (SHELL *)	Priced in Shell		
C.	SECURITY PLANS AND LAYOUTS (SHELL)	Priced in Shell		
D.	CONSTRUCTION SECURITY PLAN (SHELL)	Priced in Shell		
E.	SCREENING OF MAIL AND PACKAGES			$ -
F.	SECURITY GUARD POSTINGS			$ -
G.	SECURITY GUARD PATROLS			$ -
VII.	**CYBERSECURITY (SHELL *)**			
	CYBERSECURITY REQUIREMENTS OUTLINED IN SECTIONS A-C (SHELL *)	Priced in Shell		
	TOTAL COSTS			$ -

INSTRUCTIONS TO THE LEASING SPECIALISTS: THIS SPREADSHEET REFLECTS THE BASELINE SET OF SECURITY PARAGRAPHS. EACH PARAGRAPH IN THE SECURITY SECTION WILL HAVE A CORRESPONDING LINE. IF THE SECURITY SECTION IS ADJUSTED BY ADDING OR DELETING PARAGRAPHS THE SPREADSHEET MUST BE CHANGED ACCORDINGLY.

SECURITY UNIT PRICE LIST (FSL IV)

LEASE NUMBER [INSERT LEASE #]

[INSERT DATE]

[INSERT CLIENT NAME]

[INSERT CITY and STATE]

To be filled out post-award

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. Input 'Unit Price' and 'Quantity' figures for BSAC items (light blue) and the total will automatically be calculated for that row. Items designated as 'Priced in Shell', 'Priced in Tenant Improvements', or 'Government Provided' are included on this form to align with the full requirements of the 'Security Standards' attachment, but should not be priced on this document. SHELL and TI costs should be included on a 'TICS' form if one has been provided by the Government. Lease-specified overhead fees on the BSAC amount can likewise be calculated on the TICS form by transferring the BSAC 'Total Costs' calculated at the bottom of this worksheet to the TICS form according to the instructions on that document.

	Lease Security Standards Section	*Unit Price*	*Quantity*	*Total*
I.	**FACILITY ENTRANCES, LOBBY, COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS**			
A.	FACILITY ENTRANCES AND LOBBY			
1.	LIMITING LOBBY QUEUING			$ -
2.	PHYSICAL BOUNDARIES TO CONTROL ACCESS TO PUBLIC AND NON-PUBLIC AREAS			$ -
3.	LOBBY BLAST PROTECTION			$ -
4.	MAGNETOMETERS AND X-RAYS AT PUBLIC ENTRANCES			$ -
B.	ADDITIONAL REQUIREMENTS			
1.	EMPLOYEE AND VISITOR SIGN-IN/OUT AFTER HOURS			$ -
2.	ACCOMODATION OF RETAIL/MIXED USE SPACE (SHELL)	**Priced in Shell**		
3.	BALLISTIC PROTECTIVE BARRIER			$ -
4.	MAIL SCREENING AND RECEIVING LOCATIONS: COLLAPSE AND AIRBLAST INJURY PREVENTION			$ -
C.	COMMON AREAS, NON-PUBLIC, AND UTILITY AREAS			
1.	PUBLIC RESTROOMS ACCESS (SHELL)	**Priced in Shell**		
2.	SECURING CRITICAL AREAS			$ -
3.	VISITOR ESCORT AND ID REQUIREMENTS			$ -
4.	SECURE COMMON BUILDING UTILITIES, SERVICE ROOMS, AND ACCESS TO ROOF			$ -
5.	CRITICAL SYSTEM LOCATION (BSAC- standoff, hardening, and venting methods)			$ -
6.	RESTRICT CONTACT FROM PUBLIC AREAS WITH PRIMARY VERTICAL LOAD MEMBERS			$ -
7.	RESTRICT CONTACT FROM MAIL AREA WITH PRIMARY VERTICAL LOAD MEMBERS			$ -
II.	**INTERIOR (GOVERNMENT SPACE)**			
A.	WEARING PHOTO ID IN GOVERNMENT SPACE			$ -
B.	SECURE EMPLOYEE ENTRANCE DOORS			$ -

C.	LIMIT ON ENTRY POINTS (SHELL)	**Priced in Shell**		
D.	FORMAL KEY CONTROL PROGRAM (SHELL)	**Priced in Shell**		
E.	ELECTRONIC ACCESS FOR EMPLOYEES			$ -
F.	DELAYED EGRESS HARDWARE AT EMERGENCY EXITS			$ -
G.	CONTROLLED ACCESS TO SENSITIVE AREAS			$ -
H.	552.270-34 ACCESS LIMITATIONS FOR HIGH-SECURITY LEASED SPACE (JUN 2021) (SHELL *)	**Priced in Shell**		
III.	**SITE AND EXTERIOR OF THE BUILDING**			
A.	SIGNAGE			
1.	POSTING OF SIGNAGE IDENTIFYING THE SPACE AS GOVERNMENTAL (SHELL)	**Priced in Shell**		
2.	POSTING OF REGULATORY SIGNAGE (SHELL)	**Priced in Shell**		
B.	LANDSCAPING AND ENTRANCES			
1.	CRIME PREVENTION THROUGH ENVIRONMENTAL DESIGN (SHELL)	**Priced in Shell**		
2.	HAZMAT STORAGE (BSAC- security force, IDS/VSS and control access)			$ -
3.	PLACEMENT OF RECEPTACLES, CONTAINERS, AND MAILBOXES (BSAC-alternative blast containment measures)			$ -
4.	VEHICLE BARRIERS			$ -
5.	CHANNELING VISITORS TO AUTHORIZED AREAS/ENTRANCES			$ -
C.	PARKING			
1.	NUMBER OF PARKING ENTRANCES			$ -
2.	AUTHORIZED ACCESS TO PARKING (SHELL)	**Priced in Shell**		
3.	VEHICLE SCREENING			$ -
4.	PUBLIC ACCESS TO GOVERNMENT PARKING AREAS			$ -
IV.	**SECURITY SYSTEMS**			
A.	SECURITY SYSTEM TESTING & MAINTENANCE CRITERIA			$ -
B.	VIDEO SURVEILLANCE SYSTEM (VSS)			
	LESSOR PROVIDED DESIGN AND INSTALLATION			$ -
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
C.	INTRUSION DETECTION SYSTEM (IDS)			
	LESSOR PROVIDED DESIGN AND INSTALLATION			$ -
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
D.	DURESS ALARM			
	LESSOR PROVIDED DESIGN AND INSTALLATION			$ -
	GOVERNMENT PROVIDED SCOPE, PRODUCT, AND INSTALLATION	**Government Provided**		
E.	SECURITY SYSTEMS DESIGN			$ -
F.	CENTRAL SECURITY CONTROL CENTER			

1.	CENTRAL SECURITY CONTROL CENTER DESIGN			$ -
2.	CENTRALIZED COMMUNICATIONS SYSTEM			$ -
3.	EMERGENCY POWER TO SECURITY SYSTEMS			$ -
V.	**STRUCTURE**			
A.	WINDOWS			
1.	SHATTER-RESISTANT WINDOW PROTECTION			$ -
2.	LOCK GROUND FLOOR WINDOWS (BSAC- IDS Monitoring)			$ -
3.	SECURE NON-WINDOW OPENINGS (SHELL)	**Priced in Shell**		
4.	PREVENT VISUAL OBSERVATION INTO EXTERIOR OFFICES (T.I.)	**Priced in Tenant Improvements**		
B.	BUILDING SYSTEMS			
1.	EMERGENCY GENERATOR PROTECTION (T.I.)	**Priced in Tenant Improvements**		
2.	SECURING ON-SITE PUBLICLY-ACCESSIBLE UTILITIES			$ -
3.	SECURING AIR INTAKE GRILLES			$ -
4.	HVAC SYSTEM FOR CBR ATTACK-SUSCEPTIBLE AREAS			$ -
5.	HVAC CONTROL			$ -
6.	POWER DISTRIBUTION SYSTEMS			$ -
7.	DOCUMENTED EMERGENCY PROCEDURES (SHELL)	**Priced in Shell**		
VI.	**OPERATIONS AND ADMINISTRATION**			
A.	FACILITY SECURITY COMMITTEE (FSC) - (SHELL *)	**Priced in Shell**		
B.	ACCESS TO BUILDING INFORMATION (SHELL *)	**Priced in Shell**		
C.	SECURITY PLANS AND LAYOUTS (SHELL)	**Priced in Shell**		
D.	CONSTRUCTION SECURITY PLAN (SHELL)	**Priced in Shell**		
E.	ADDITIONAL SECURITY REQUIREMENTS (OPTIONAL)			$ -
F.	SCREENING OF MAIL AND PACKAGES			$ -
G.	SECURITY GUARD POSTINGS			$ -
H.	SECURITY GUARD PATROLS			$ -
VII.	**CYBERSECURITY (SHELL *)**			
	CYBERSECURITY REQUIREMENTS OUTLINED IN SECTIONS A-C (SHELL *)	**Priced in Shell**		
	TOTAL COSTS			$ -

VA SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL I

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE RENTAL RATE (SHELL) OR THE TENANT IMPROVEMENTS (TI). MAINTENANCE COSTS ARE TO BE INCLUDED IN THE OPERATING RENT.

NOTE THAT ITEMS IDENTIFIED AS "SHELL" REPRESENT A LESSOR'S OBLIGATIONS OR THE GOVERNMENT'S RIGHTS AND ARE NOT NECESSARILY ITEMS TO BE CONSTRUCTED.

DEFINITIONS:
Definitions are the same as those used in the Lease unless re-defined in these Security Requirements.

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 patient records and data, or any area that houses medical, mental, or other items or services that require patient privacy. Also included are police areas, pharmacy, medication rooms and OI&T spaces. Sensitive areas are primarily housed within Government controlled space.

DESIGN-BASIS THREAT – The Design-Basis Threat (DBT) is the profile and estimate of the threats to a Government facility across a range of specific undesirable events, and serves as the basis for determining appropriate security standards. The Lessor's technical consultant(s) shall work in conjunction with the Department of Veterans Affairs (VA) to apply the DBT to the post-award risk assessment. The risk assessment identifies recommended countermeasures and security design features that achieve the minimum baseline level of protection (LOP) for a particular facility. The baseline level of protection may be further customized to address facility-specific conditions. The Lessor is responsible for providing countermeasure provisions outlined in this FSL document, as well as for additional items identified during the post-award risk assessment. Any additional countermeasures identified during this assessment shall be priced as TI.

ADDITIONAL INFORMATION ON THE INTERAGENCY SECURITY COMMITTEE (ISC) RISK MANAGEMENT PROCESS IS AVAILABLE HERE.

Video Surveillance System (VSS) is widely used throughout industry and the federal government. It covers both analog and digital systems and is referenced in the Department of Homeland Security (DHS) Science and Technology Digital Video Quality Handbook.

1.0 SITE SECURITY CRITERIA

1.1 IDENTIFICATION AS FEDERAL FACILITY: (SHELL)

ISC LOP I: Signage identifying a facility as a federal facility shall be posted clearly and prominently to accommodate patient access in accordance with VA Signage Design Guide.

1.2 LANDSCAPING: (SHELL)

ISC LOP I: Minimize areas of concealment in and around facilities.

1.3 PEDESTRIAN ACCESS TO SITE: (SHELL)

ISC LOP I: No special measures required.

1.4 VEHICLE ACCESS POINTS: (SHELL)

ISC LOP I: No special measures required.

1.5 SITE LIGHTING: (SHELL)

- ISC LOP III: Install exterior lighting at entrances, exits, parking lots, garages, VSS locations, and walkways from parking areas to entrances.
- All lighting design decisions should also support Crime Prevention Through Environmental Design (CPTED) goals and enhance environmental design factors (e.g., post-incident investigation, personnel identification, natural surveillance activities).
- Lighting should be sufficient to:
  - Illuminate potential areas of concealment.
  - Enhance the observation of security force patrols.
  - to ensure VSS video images can be used to identify a clear description of a person and any activity they may be engaged in; and
  - Provide for the safety of personnel moving between adjacent parking areas, streets, alleyways, and around the facility.
- For lighting assessment procedures and minimum lighting levels in other areas, refer to the Illuminating *Engineering Society (IES) Security Lighting Handbook G-1-03.*
- There should be no foliage blocking the light from illuminating the desired area.

1.6 RESTRICTED AREAS OR SIGNIFICANT AREAS AND ASSETS: (SHELL)

ISC LOP I: No special measures required.

1.7 SIGNAGE – SENSITIVE AREAS: (SHELL)

ISC LOP I: No special measures required.

1.8 CONTROL OF PARKING: (SHELL)

ISC LOP I: No special measures required.

1.9 AUTHORIZED PARKING: (SHELL)

ISC LOP I: No special measures required.

1.10 VEHICLE ACCESS TO CONTROLLED PARKING: (SHELL)

ISC LOP I: No special measures required.

1.11 VEHICLE BARRIERS: (SHELL)

ISC LOP I: No special measures required.

1.12 VEHICLE SCREENING: (SHELL)

ISC LOP I: No special measures required.

1.13 PEDESTRIAN ACCESS TO CONTROLLED PARKING AREAS: (SHELL)

ISC LOP I: No special measures required.

1.14 HAZARDOUS MATERIALS (HAZMAT) STORAGE: (SHELL)

ISC LOP I: No special measures required.

1.15 RECEPTACLE AND CONTAINER PLACEMENT: (SHELL)

ISC LOP I: No special measures required.

2.0 STRUCTURE SECURITY CRITERIA

2.1 BLAST RESISTANCE-WINDOWS: (SHELL)

ISC LOP I: No special measures required.

2.2 BLAST RESISTANCE: FAÇADE AND STRUCTURE: (SHELL)

ISC LOP II (SHELL):

New Lease Construction

Use construction materials which have inherent ductility, and which are better able to respond to load reversals (e.g., cast in place reinforced concrete column and steel construction).

- All building materials and types acceptable under model building codes are allowed. Design detailing is required for material such as pre-stressed concrete, pre-cast concrete, and masonry to adequately respond to the design loads.
- **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.
- Reference the current ISC DBT unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

- All building components requiring blast resistance must be designed using established methods and approaches for determining dynamic loads, structural detailing, and dynamic structural response. The demands on the structure will be equal to the combined effects of dead, live, and blast loads. Blast loads or dynamic rebound may occur in directions opposed to typical gravity loads. Design and analysis approaches should be consistent with Unified Facilities Criteria (UFC) 3-340-02, “Structures to Resist the Effects of Accidental Explosions, with Change 2.” Response limits shall follow U.S. Army Corps of Engineers (USACE) PDC-TR 06-08, “Single Degree of Freedom Structural Response Limits for Antiterrorism Design.”

  Existing Facilities
  - **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.

2.3 BLAST RESISTANCE: PROGRESSIVE COLLAPSE: (SHELL)

ISC LOP I: No special measures required.

2.4 BLAST RESISTANCE – UNDER BUILDING PARKING: (SHELL)

ISC LOP I: No special measures required.

2.5 BURGLARY RESISTANCE OF WINDOWS AND GLASS DOORS: (TI)

ISC LOP II: All operable ground floor windows shall be locked and monitored via IDS.

2.6 WALLS AND NON-WINDOW OPENINGS: (SHELL)

ISC LOP I: Protect non-window openings such as mechanical vents and exposed plenums to resist forcible entry.
- Forced entry resistance will be uniform around the perimeter and the façade of the building.
- Interior walls of secure or restricted areas (IT Closets, Armory, Police Operations and Pharmacy) shall be monitored via IDS.

2.7 WINDOWS IN CRITICAL AREAS- BALLISTIC PROTECTION: (SHELL)

ISC LOP I: No special measures required.

2.8 PROTECTION OF AIR INTAKES: (SHELL)

ISC LOP I: Provide emergency shutdown, SIP, and evacuation procedures.

2.9 ISOLATED VENTILATION SYSTEMS: (SHELL)

ISC LOP I: No special requirements.

2.10 HVAC CONTROL: (SHELL)

ISC LOP I: Lessor shall develop written procedures for the emergency shutdown or exhaust of air handling systems.
- A “one-step shutoff” is a mechanism that requires only a single action by an individual (e.g., engineer or security personnel) to initiate the immediate shut down of all air handling equipment in the building.

2.11 CBR DETECTION TECHNOLOGY: (SHELL)

ISC LOP I: No special measures required.

2.12 BIOLOGICAL FILTRATION – GENERAL BUILDING: (SHELL)

ISC LOP I: No special measures required.

2.13 BIOLOGICAL FILTRATION – LOBBIES AND MAILROOMS: (SHELL)

ISC LOP I: No special measures required.

2.14 CHEMICAL FILTRATION: (SHELL)

ISC LOP I: No special measures required.

2.15 SECURITY OF VENTILATION EQUIPMENT AND CONTROLS: (SHELL)

ISC LOP I: The lessor shall protect the system controls from unauthorized access.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- To ensure HVAC system operation cannot be disrupted by someone physically accessing the controls, HVAC equipment shall be located in a secure area with access limited to authorized staff.

2.16 LOCATION OF UTILITIES AND FEEDERS: (SHELL)

ISC LOP I: No special measures required.

2.17 SEPARATION OF EMERGENCY AND NORMAL POWER DISTRIBUTION: (SHELL)

ISC LOP I: No special measures required.

2.18 EMERGENCY GENERATOR PROTECTION: (SHELL)

ISC LOP I: If an emergency generator is used, secure against unauthorized access.

2.19 PROTECTION OF WATER SUPPLY: (SHELL)

ISC LOP I: No special measures required.

2.20 BLAST RESISTANCE – INTERIOR PUBLIC SPACES: (SHELL)

ISC LOP I: No special measures required.

2.21 BLAST RESISTANCE – MAIL SCREENING AND RECEIVING LOCATIONS: (SHELL)

ISC LOP I: No special measures required.

3.0 FACILITY ENTRANCE SECURITY CRITERIA

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.

3.1 BADGE IDENTIFICATION (ID) SYSTEM: (SHELL)

ISC LOP I: No special measures required.

3.2 REGULATORY SIGNAGE: (SHELL)

ISC LOP II: Lessor shall post necessary regulatory, statutory, and/or site-specific signage per the VA Signage Design Guide.

3.3 EMPLOYEE ACCESS CONTROL: (SHELL)

ISC LOP II: Provide a means to secure employee entrance doors and to verify the identity of persons requesting access prior to allowing entry in the facility by physical or electronic means.

- When it is determined an electronic Physical Access Control System (ePACS) is to be installed, procurement and installation must comply with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.

3.4 VISITOR ACCESS CONTROL: (SHELL)

ISC LOP II: Always require visitors (Lessor contracted maintenance personnel) to nonpublic areas be sponsored by a tenant and either approved for unescorted access or escorted at all times.

- Entrances are open to the public during business hours.
- The Government reserves the right to verify the identity of persons requesting access to the Government-controlled Space prior to allowing entry.

3.5 OCCUPANT SCREENING: (SHELL)

ISC LOP I: No special measures required.

3.6 VISITOR SCREENING: (SHELL)

ISC LOP I: No special measures required.

3.7 BALLISTIC PROTECTION AT SCREENING LOCATIONS: (SHELL)

ISC LOP I: No special measures required.

3.8 LOBBY QUEUING: (SHELL)

ISC LOP I: No special measures required.

3.9 AFTER-HOURS ACCESS CONTROL: (SHELL)

ISC LOP I: All employees, contractors, and visitors shall sign in and sign out electronically or on a building register after-hours.

- All Government employees, under this lease, shall be allowed access to the leased space (including after-hours access).

3.10 LIMIT BUILDING ENTRY POINTS: (SHELL)

ISC LOP I: No special measures required.

3.11 ENTRANCE CO-LOCATION: (SHELL)

ISC LOP I: No special measures required.

3.12 PERIMETER DOORS AND DOOR LOCKS: (SHELL)

ISC LOP I: Secure perimeter doors with high-security mechanical locks.

3.13 CONTROL OF KEYS AND ACCESS MEDIA: (SHELL)

ISC LOP I: The Government reserves the right to implement a formal key control program. The Lessor shall have a means of electronically disabling lost or stolen access media.

3.14 EMPLOYEE CONVENIENCE DOOR: (SHELL)

ISC LOP I: No special measures required.

3.15 EMERGENCY EXIT DOORS: (SHELL):

ISC LOP I: Secure emergency exit doors using an automatic door closer and exit hardware that are compliant with NFPA Life Safety Code and applicable standards.

3.16 DELAYED EGRESS: (SHELL)

ISC LOP I: No special measures required.

4.0 INTERIOR SECURITY CRITERIA

4.1 SPACE PLANNING: (SHELL)

ISC LOP I: No special measures required.

4.2 ACCESS TO NON-PUBLIC AREAS (PROVIDER AREAS): (TI)

LOP I: Use signage to designate nonpublic areas and establish procedures to prevent unauthorized access.

4.3 SECURITY OF CRITICAL AREAS (i.e., PHARMACY or TELECOM ROOMS): (TI)

ISC LOP III: Install electronic access control, VSS and IDS to control and monitor access into critical areas such as pharmacy, Network Rooms/IT Closets, etc.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- For Pharmacy: Interior wall separating pharmacy from public area must meet 15-minute forced entry resistant construction and extend from slab to slap.

4.4 BUILDING SYSTEMS AND ROOF ACCESS: (SHELL)

ISC LOP II: Secure utility, mechanical, electrical, and telecom rooms, and access to interior space from the roof with high-security locks.

4.5 PUBLICLY ACCESSIBLE RESTROOMS: (SHELL)

ISC LOP I: Control access to public restrooms.

4.6 PUBLICLY ACCESSIBLE RETAIL AND MIXED-USE SPACE: (SHELL)

ISC LOP II: Accommodate publicly accessible retail and mixed uses through such means as separating entryways.

4.7 INTERIOR WINDOWS: (TI)

ISC LOP I: No special measures required.

5.0 SECURITY SYSTEMS CRITERIA

5.1 VSS COVERAGE: (TI)

ISC LOP II: Provide VSS coverage of personnel entrances and exits.

5.2 VSS MONITORING AND RECORDING: (TI)

ISC LOP II: Record CCTV views using a digital medium.

- Firmware and software updates from the manufacturer should be installed as soon as possible to prevent any breach.
  - A chain of custody and written procedures for evidence retrieval must be developed (contact isfubgroup@tswg.gov for a publication on Best Practices for the Retrieval of Video Evidence from Digital VMS Systems or visit www.tswg.gov).
  - The need for disaster recovery and remote operational capability, including offsite storage of data, should be considered when designing the VSS.
- The images shall be recorded at a minimum rate of 15 frames per second on digital media.
  - Motion recording with conditional refresh is recommended to reduce bandwidth and storage challenges. External entrance/exit cameras and any cameras covering significant areas or assets (identified during the risk assessment) should record at all times. Recorded images should be at the camera's maximum resolution.
- Edge recording capabilities should be considered when network bandwidth or network outages are a concern.
- Storage:
  - Surveillance video must be stored for 90 days.

5.3 SECURITY CONTROL CENTER: (SHELL)

ISC LOP I: No special measures required.

5.4 VSS SURVEILLANCE ADVISORY: (SHELL)

ISC LOP I: When VSS is utilized, post signage at the entrance of the location.

- Post signs at entrances to the site, facility, parking garages, etc., where VSS coverage exists.
- Signs should be large enough to be noticed, placed in an easily seen location, and have both words and pictures indicating video surveillance is being conducted at the location.

5.5 INTRUSION DETECTION SYSTEM (IDS) COVERAGE: (TI)

ISC LOP II: Provide IDS on perimeter entry and exit doors and all ground-floor windows. Provide a separate IDS partition for all rooms where VA IT network equipment is kept. Provide a separate IDS partition for the police operations area when included in the program. Provide a separate IDS partition for the Armory when included in the program. Provide a separate IDS partition for the Pharmacy when included in the program. Provide a separate IDS partition for the Pharmacy Vault when included in the program.

- The Lessor shall design, install, and maintain the IDS system. Technical review of the proposed system shall be coordinated with the VA security representative, at the direction of the Lease Contracting Officer, prior to completion of the CDs, and prior to installation. System testing and acceptance shall be conducted by the VA prior to occupancy.
- UL 2050 Listed intrusion detection equipment is required. Initial installation should include validation (testing) of the entire system, including monitoring center notification and connected equipment.
- The following descriptions are provided as benchmarks in considering the appropriate system technologies. An access control system can serve as an IDS as long as it meets the IDS details listed here and has provisions for monitoring (see IDS Monitoring).
  - Entry Doors will have:
    - Magnetic switch; and
    - Alarm system keypad (at main employee entrance).
    - Motion Sensor coverage (passive infrared sensor (PIR), microwave, ultrasonic, or similar device).
  - Windows and other openings greater than 96 square inches:
    - Glass-break detector; and
    - Magnetic switches or shock sensors.
    - Non-opening windows should utilize glass break detectors and/or motion sensor coverage.
  - Installation Practices: No matter the system type listed above the following installation practices should be used:
    - All IDS devices should be on a supervised circuit.

- End-of-line resistors for supervision must be placed in the individual sensor and not in the alarm panel.
- Alarm panels should be in a locked tamper-proof container with a tamper switch.
- Alarm panels should be located in a locked area that is only assessable to authorized individuals. Area should be protected by IDS.
- External facility entrances and high-security applications should be designed in a multi-layered approach (e.g., doors that have magnetic or balanced magnetic switches should also be protected with a motion sensor).
- Zoning – Each alarm sensor or alarm point should have its own zone. This will help with troubleshooting alarm points and response to alarms.
- Double doors – Double doors or split doors should be zoned on each leaf, not both doors on one zone.
- Cross zoning (the requirement of two or more sensors to be activated in a specific amount of time before activating an alarm) should be avoided.
- Garage doors – Garage doors should have a sensor on each side to prevent the lifting on one side without an alarm.
- Accessible external facility openings that are 96 square inches or more should be alarmed.
- Door contacts should be installed on the opening side of the door and should not allow the door to open far enough to provide the ability to tamper with the contact inside the door without going into alarm.

5.6 INTRUSION DETECTION SYSTEM (IDS) MONITORING: (SHELL)

ISC LOP II: Lessor shall monitor at a central station with notification to law enforcement or security responders.

5.7 DURESS ALARMS OR ASSISTANCE STATIONS: (TI)

ISC LOP I, II: Implement duress procedures for emergency situations.

ISC LOP

- required and documented.
- Duress Alarm system and design will be approved by VA Police during design or prior to installation.

5.8 SECURITY SYSTEM INTEGRITY: (SHELL)

ISC LOP I: Secure alarm and physical access control panels, VSS components, controllers, and cabling against unauthorized access.

5.9 SECURITY COMMUNICATIONS: (SHELL)

ISC LOP I: No special measure required.

5.10 BUILDING COMMUNICATION SYSTEM: (TI)

ISC LOP I: Provide a communication system for security and emergency announcements.

5.11 EMERGENCY POWER FOR SECURITY SYSTEMS: (SHELL)

ISC LOP I: No special measures required.

5.12 SECURITY SYSTEM TESTING: (SHELL)

ISC LOP I: Lessor shall conduct security system performance testing annually and provide documentation to VA.

5.13 SECURITY SYSTEM MAINTENANCE: (SHELL)

ISC LOP I: Lessor shall implement a maintenance program for all security systems. Any critical component that becomes inoperable must be replaced or repaired within five business days.

- Failure by the Lessor to provide sufficient replacement measures within the timeframe identified may result in the VA providing guard service, the cost of which must be reimbursed by the Lessor.

6.0 SECURITY OPERATIONS AND ADMINISTRATION

6.1 FACILITY SECURITY PLAN: (SHELL)

Lessor shall develop a written Facility Security Plan in conjunction with VA that identifies security responsibilities, emergency contacts, response procedures for incidents, and contingency plans for temporary upgrades in accordance with the National Terrorism Advisory System. Plan shall be submitted to VA for review and approval prior to lease acceptance.

6.2 PROTECTION OF CONSTRUCTION INFORMATION: (SHELL)

ISC LOP I and II: No Special Measures Required

6.3 SECURITY DURING CONSTRUCTION AND RENOVATION: (SHELL)

ISC LOP II: Develop and implement a Construction Security Plan.

7.0 CYBERSECURITY

7.1 FACILITY CYBERSECURITY REQUIREMENTS: (SHELL)

A. Lessors are prohibited from connecting any portion of their building and access control systems (BACS) to any federally owned or operated IT network. BACS include systems providing fire and life safety control, physical access control, building power and energy control, electronic surveillance, and automated

HVAC, elevator, or building monitoring and control services (including IP addressable devices, application servers, or network switches).

B. In the event of a cybersecurity incident related to BACS, the Lessor shall initially assess the cyber incident, identify the impacts and risks to the building and its occupants, and follow their organization's cyber and IT procedures and protocols related to containing and handling a cybersecurity incident. In addition, the Lessor shall immediately inform the Lease Contracting Officer's (LCO's) designated representative, i.e., the Lease Administration Manager (LAM), about cybersecurity incidents that impact a federal tenant's safety, security, or proper functioning.

C. Lessors are encouraged to put into place the following cyber protection measures to safeguard facilities and occupants:

1. Engineer and install BACS to comply with the Department of Homeland Security Industrial Control Systems Computer Emergency Response Team (DHS ICS-CERT) cyber security guidance and recommendations (https://ics-cert.us-cert.gov/Recommended-Practices).
2. Refer to the National Institute of Standards and Technology Cyber Security Framework (NIST-CSF) (https://www.nist.gov/cyberframework) and cybersecurity guidance in the DHS Commercial Facilities Sector-Specific Plan (https://www.dhs.gov/publication/nipp-ssp-commercial-facilities-2015) for best practices to manage cyber risks.
3. Encourage vendors of BACS to secure these devices and software through the following:
   a. Develop and institute a proper Configuration Management Plan for the BACS devices and applications, so that the system can be supported.
   b. Safeguard sensitive data and/or login credentials through the use of strong encryption on devices and applications. This means using NIST- approved encryption algorithms, secure protocols (i.e., Transport Layer Security (TLS) 1.1, TLS 1.2, TLS 1.3) and Federal Information Processing Standard (FIPS) 140-2 validated modules.
   c. Disable unnecessary services in order to protect the system from unnecessary access and a potential exposure point by a malicious attacker. Examples include File Transfer Protocol-FTP (a protocol used for transferring files to a remote location) and Telnet (allowing a user to issue commands remotely). Additionally, use of protocols that transmit data in the clear (such as default ZigBee) should be avoided, in favor of protocols that are encrypted.
   d. Close unnecessary open ports to secure against unprivileged access.
   e. Monitor and free web applications and supporting servers of common vulnerabilities in web applications, such as those identified by the (Open Web Application Security Project (OWASP) Top 10 Project (https://www.owasp.org/index.php/Category:OWASP_Top_Ten_Project).
   f. Enforce Least Privilege, where proper permissions are enforced on a device or application so that a malicious attacker cannot gain access to all data. Enforcing Least Privilege will only allow users to access data they are

allowed to see. Additional information can be found at https://www.beyondtrust.com/blog/entry/what-is-least-privilege.

g. Protect against Insufficient User Access Auditing, where device or application does not have a mechanism to log/track activity by user. Enforce changing of factory default Username and Password to prevent unauthorized entry into the BACS system.
h. Use updated antivirus software subscription at all times. Kaspersky-branded products or services, prohibited from use by the Federal Government, are not to be utilized.
i. Conduct antivirus and spyware scans on a regular basis. Patching for workstations and server Operating System (OS), as well as vulnerability patching should follow standard industry best practices for software development life cycle (SDLC).
j. Discontinue the use of end of life (EOL) systems and use only applications/systems that are supported by the manufacturer.
k. Operating Systems must be supported by the vendor for security updates (e.g., do not use Windows Server 2003).
l. Proposed standard installation, operation, maintenance, updates, and/or patching of software shall not alter the configuration settings from the approved United States Government Configuration Baseline (USGCB) or tenant agency guidance (if applicable).
m. Disallow the use of commercially provided circuits to manage building systems and install building systems on a protected network, safeguarded by the enterprise firewalls in place. Workstations or servers running building monitor and control systems are not connected and visible on the public internet.
n. Systems should have proper system configuration hardening and align with Center for Internet Security (CIS) benchmarks or other industry recognized benchmarks. Additional information can be found at https://www.cisecurity.org/cis-benchmarks/.

VA SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL II

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE RENTAL RATE (SHELL) OR THE TENANT IMPROVEMENTS (TI). MAINTENANCE COSTS ARE TO BE INCLUDED IN THE OPERATING RENT.

NOTE THAT ITEMS IDENTIFIED AS "SHELL" REPRESENT A LESSOR'S OBLIGATIONS OR THE GOVERNMENT'S RIGHTS AND ARE NOT NECESSARILY ITEMS TO BE CONSTRUCTED.

DEFINITIONS:
Definitions are the same as those used in the Lease unless re-defined in these Security Requirements.

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 patient records and data, or any area that houses medical, mental, or other items or services that require patient privacy. Also included are police areas, pharmacy, medication rooms and OI&T spaces. Sensitive areas are primarily housed within Government controlled space.

DESIGN-BASIS THREAT – The Design-Basis Threat (DBT) is the profile and estimate of the threats to a Government facility across a range of specific undesirable events, and serves as the basis for determining appropriate security standards. The Lessor's technical consultant(s) shall work in conjunction with the Department of Veterans Affairs (VA) to apply the DBT to the post-award risk assessment. The risk assessment identifies recommended countermeasures and security design features that achieve the minimum baseline level of protection (LOP) for a particular facility. The baseline level of protection may be further customized to address facility-specific conditions. The Lessor is responsible for providing countermeasure provisions outlined in this FSL document, as well as for additional items identified during the post-award risk assessment. Any additional countermeasures identified during this assessment shall be priced as TI.

ADDITIONAL INFORMATION ON THE INTERAGENCY SECURITY COMMITTEE (ISC) RISK MANAGEMENT PROCESS IS AVAILABLE HERE.

Video Surveillance System (VSS) is widely used throughout industry and the federal government. It covers both analog and digital systems and is referenced in the Department of Homeland Security (DHS) Science and Technology Digital Video Quality Handbook.

1.0 SITE SECURITY CRITERIA

1.1 IDENTIFICATION AS FEDERAL FACILITY: (SHELL)

ISC LOP II: Signage identifying a facility as a federal facility shall be posted clearly and prominently to accommodate patient access in accordance with VA Signage Design Guide.

1.2 LANDSCAPING: (SHELL)

ISC LOP II: Minimize areas of concealment in and around facilities. Establish a clear zone around barriers or fences and restrict landscaping from obstructing views of the security force and VSS; or interfering with lighting or Intrusion Detection System (IDS).

1.3 PEDESTRIAN ACCESS TO SITE: (SHELL)

ISC LOP II: No special measures required.

1.4 VEHICLE ACCESS POINTS: (SHELL)

ISC LOP II: No special measures required.

1.5 SITE LIGHTING: (SHELL)

- ISC LOP III: Install exterior lighting at entrances, exits, parking lots, garages, VSS locations, and walkways from parking areas to entrances.
- All lighting design decisions should also support Crime Prevention Through Environmental Design (CPTED) goals and enhance environmental design factors (e.g., post-incident investigation, personnel identification, natural surveillance activities).
- Lighting should be sufficient to:
  - Illuminate potential areas of concealment.
  - Enhance the observation of security force patrols.
  - to ensure VSS video images can be used to identify a clear description of a person and any activity they may be engaged in; and
  - Provide for the safety of personnel moving between adjacent parking areas, streets, alleyways, and around the facility.

- For lighting assessment procedures and minimum lighting levels in other areas, refer to the Illuminating *Engineering Society (IES) Security Lighting Handbook G-1-03.*
- There should be no foliage blocking the light from illuminating the desired area.

1.6 RESTRICTED AREAS OR SIGNIFICANT AREAS AND ASSETS: (SHELL)

- ISC LOP II: Use trees, hedges, berms, or any combination of these elements to create buffer zones to separate public areas and other functions.
- Restricted areas or significant areas and assets include but are not limited to:
  - Utility connections.
  - Loading docks.
  - Emergency power supplies.
  - Hazardous materials storage.
  - HVAC and their intakes; and
  - Exterior access to critical or sensitive rooms (e.g., telecom and information technology (IT) resources).

1.7 SIGNAGE – SENSITIVE AREAS: (SHELL)

ISC LOP II: Lessor shall not post signs that identify sensitive areas, unless required by other standards/codes. Avoid marking outside locations such as air intakes, fuel supply valves, gas or power distribution locations, evacuation assembly areas, etc.

1.8 CONTROL OF PARKING: (SHELL)

ISC LOP II: Lessor shall designate VA employee and patient/visitor parking areas with signage.

1.9 AUTHORIZED PARKING: (SHELL)

ISC LOP II: No special measure required.

1.10 VEHICLE ACCESS TO CONTROLLED PARKING: (SHELL)

ISC LOP II: No special measures required.

1.11 VEHICLE BARRIERS: (SHELL)

- ISC LOP Level III: Provide vehicle barriers to protect pedestrian entrances from penetration by a vehicle meeting the DBT.
  - The type and size should be utilized to support the kinetic energy calculations < Kinetic Energy (KE) = 0.5 * Mass (m) Velocity (v)2 > necessary to determine the minimum crash rating necessary for protection. Practitioners should utilize locally developed threat information indicating a deviation from the DBT vehicle characteristics.
  - Reduce Straight Avenues of Approach for Vehicle Paths:
    - Use a vehicle velocity that considers the angle of incidence in conjunction with the distance between the perimeter and the point at which a vehicle likely would be able to start a run at the perimeter. Design site circulation to prevent high-speed approaches

by vehicles and use barriers or offset vehicle entrances from the direction of a vehicle's approach to force a reduction in speed. Appropriate measures for the barrier system may include walls, fences, trenches, berms, ponds and water basins, boulders, plantings, trees, static barriers, sculptures, and street furniture.

- Maximum clear spacing between vehicle barriers is four feet. Minimum barrier height is 30 inches. Agency standards may require additional height.
- Barriers must be certified to meet performance requirements for vehicle size and speed specific to the facility under ASTM F 2656-18, Standard Test Method for Crash Testing of Vehicle Security Barriers,

1.12 VEHICLE SCREENING: (SHELL)

ISC LOP II: No special measures required.

1.13 PEDESTRIAN ACCESS TO CONTROLLED PARKING AREAS: (TI)

ISC LOP III (TI): Monitor pedestrian access to parking areas utilizing VSS.

1.14 HAZARDOUS MATERIALS (HAZMAT) STORAGE: (SHELL)

ISC LOP II (SHELL): Locate HAZMAT storage in a restricted area away from loading docks, entrances, and uncontrolled parking.

1.15 RECEPTACLE AND CONTAINER PLACEMENT: (SHELL)

ISC LOP II (SHELL): Position trash containers, mailboxes, donation/recycle containers, vending machines, etc., 25 feet away from building exterior and entry points, or implement blast containment measures to mitigate an explosion.

2.0 STRUCTURE SECURITY CRITERIA

2.1 BLAST RESISTANCE-WINDOWS: (SHELL)

- ISC LOP III: Utilize acceptable fragment retention film or preferred glazing systems to reduce the glass fragmentation hazard for new lease construction. The acceptable fragment retention film is required when existing buildings are offered, and the windows are not replaced using the preferred glazing systems.
    - Acceptable Fragment Retention Film: In applications requiring retention film, film shall meet or exceed the following physical 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%
        - Minimum 7-mil retention film
    - Preferred glazing systems include thermally tempered heat-strengthened or annealed glass with a fragment retention film installed on the interior surface and attached to the frame; or laminated thermally tempered, laminated heat-strengthened, or laminated annealed glass.
        - New glazing systems at the Low or higher LOPs shall be designed with a minimum ½-inch bite.
    - Unacceptable systems include untreated monolithic annealed or heat-strengthened glass and wire glass.
    - Reference the current DBT, unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

2.2 BLAST RESISTANCE: FAÇADE AND STRUCTURE: (SHELL)

ISC LOP II (SHELL):

New Lease Construction

Use construction materials which have inherent ductility, and which are better able to respond to load reversals (e.g., cast in place reinforced concrete column and steel construction).

- All building materials and types acceptable under model building codes are allowed. Design detailing is required for material such as pre-stressed concrete, pre-cast concrete, and masonry to adequately respond to the design loads.
- **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.
- Reference the current ISC DBT unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

- All building components requiring blast resistance must be designed using established methods and approaches for determining dynamic loads, structural detailing, and dynamic structural response. The demands on the structure will be equal to the combined effects of dead, live, and blast loads. Blast loads or dynamic rebound may occur in directions opposed to typical gravity loads. Design and analysis approaches should be consistent with Unified Facilities Criteria (UFC) 3-340-02, “Structures to Resist the Effects of Accidental Explosions, with Change 2.” Response limits shall follow U.S. Army Corps of Engineers (USACE) PDC-TR 06-08, “Single Degree of Freedom Structural Response Limits for Antiterrorism Design.”

Existing Facilities

- **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.

2.3 BLAST RESISTANCE: PROGRESSIVE COLLAPSE: (SHELL) *This section only applies to new lease construction.*

ISC LOP II: Use construction materials for structural framing system, which have inherent ductility and are able to respond to load reversals (e.g., cast-in-place reinforced concrete and steel construction).

2.4 BLAST RESISTANCE – UNDER BUILDING PARKING: (SHELL)

Under building parking is prohibited.

2.5 BURGLARY RESISTANCE OF WINDOWS AND GLASS DOORS: (TI)

ISC LOP II: All operable ground floor windows shall be locked and monitored via IDS.

2.6 WALLS AND NON-WINDOW OPENINGS: (SHELL)

ISC LOP II: Protect non-window openings such as mechanical vents and exposed plenums to resist forcible entry.

- Forced entry resistance will be uniform around the perimeter and the façade of the building.
- Interior walls of secure or restricted areas (IT Closets, Armory, Police Operations and Pharmacy) shall be monitored via IDS.

2.7 WINDOWS IN CRITICAL AREAS- BALLISTIC PROTECTION: (SHELL)

ISC LOP II: No special measures required.

2.8 PROTECTION OF AIR INTAKES: (SHELL)

ISC LOP II: Provide emergency shutdown, SIP, and evacuation procedures. Secure accessible air intake grilles from tampering or removal.

2.9 ISOLATED VENTILATION SYSTEMS: (SHELL)

ISC LOP II: No special requirements.

2.10 HVAC CONTROL: (SHELL)

ISC LOP II: Lessor shall develop written procedures for the emergency shutdown or exhaust of air handling systems.

- A “one-step shutoff” is a mechanism that requires only a single action by an individual (e.g., engineer or security personnel) to initiate the immediate shut down of all air handling equipment in the building.

2.11 CBR DETECTION TECHNOLOGY: (SHELL)

ISC LOP II: No special measures required.

2.12 BIOLOGICAL FILTRATION – GENERAL BUILDING: (SHELL)

ISC LOP II: No special measures required.

2.13 BIOLOGICAL FILTRATION – LOBBIES AND MAILROOMS: (SHELL)

ISC LOP II: No special measures required.

2.14 CHEMICAL FILTRATION: (SHELL)

ISC LOP II: No special measures required.

2.15 SECURITY OF VENTILATION EQUIPMENT AND CONTROLS: (SHELL)

ISC LOP II: The lessor shall protect the system controls from unauthorized access.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- To ensure HVAC system operation cannot be disrupted by someone physically accessing the controls, HVAC equipment shall be located in a secure area with access limited to authorized staff.

2.16 LOCATION OF UTILITIES AND FEEDERS: (SHELL)

ISC LOP II: No special measures required.

2.17 SEPARATION OF EMERGENCY AND NORMAL POWER DISTRIBUTION: (SHELL)

ISC LOP II: No special measures required.

2.18 EMERGENCY GENERATOR PROTECTION: (SHELL)

ISC LOP III: New Construction: Generator shall be secured against unauthorized access and locate the emergency generator and fuel tank at least 25 feet away from loading docks, entrances, and parking, or implement standoff, hardening, and venting methods to protect utilities from the DBT at these locations.

- The generator shall not be located in any areas that are prone to flooding.
- More secure locations include the roof, protected grade level, and protected interior areas. VSS, electronic Physical Access Control, and IDS coverage shall be utilized (TI).
- Provisions for securing any refueling and shutoff valves in fuel lines within or in close proximity to the building must be addressed.

2.19 PROTECTION OF WATER SUPPLY: (SHELL)

ISC LOP III: Secure handles, control mechanisms, and service connections at onsite publicly accessible locations with locks or other anti-tamper devices.

2.20 BLAST RESISTANCE – INTERIOR PUBLIC SPACES: (SHELL)

Existing Construction: ISC LOP I: No special measures required.

New Construction: ISC LOP II: Use construction materials which have inherent ductility, and which are able to respond to load reversals.

2.21 BLAST RESISTANCE – MAIL SCREENING AND RECEIVING LOCATIONS: (SHELL)

Existing Construction: ISC LOP I: No special measures required.

New Construction: ISC LOP II: Use construction materials which have inherent ductility, and which are able to respond to load reversals.

3.0 FACILITY ENTRANCE SECURITY CRITERIA

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.

3.1 BADGE IDENTIFICATION (ID) SYSTEM: (SHELL)

ISC LOP II: No special measures required of Lessor.

3.2 REGULATORY SIGNAGE: (SHELL)

ISC LOP II: Lessor shall post necessary regulatory, statutory, and/or site-specific signage per the VA Signage Design Guide.

3.3 EMPLOYEE ACCESS CONTROL: (SHELL)

ISC LOP II: Provide a means to secure employee entrance doors and to verify the identity of persons requesting access prior to allowing entry in the facility by physical or electronic means.

- When it is determined an electronic Physical Access Control System (ePACS) is to be installed, procurement and installation must comply with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.

3.4 VISITOR ACCESS CONTROL: (SHELL)

ISC LOP II: Always require visitors (Lessor contracted maintenance personnel) to nonpublic areas be sponsored by a tenant and either approved for unescorted access or escorted at all times.

- Entrances are open to the public during business hours.
- The Government reserves the right to verify the identity of persons requesting access to the Government-controlled Space prior to allowing entry.

3.5 OCCUPANT SCREENING: (SHELL)

ISC LOP II: No special measures required.

3.6 VISITOR SCREENING: (SHELL)

ISC LOP II: No special measures required.

3.7 BALLISTIC PROTECTION AT SCREENING LOCATIONS: (SHELL)

ISC LOP II: No special measures required.

3.8 LOBBY QUEUING: (SHELL)

ISC LOP II: No special measures required.

3.9 AFTER-HOURS ACCESS CONTROL (SHELL)

ISC LOP II: All employees, contractors, and visitors shall sign in and sign out electronically or on a building register after-hours.

- All Government employees, under this lease, shall be allowed access to the leased space (including after-hours access).

3.10 LIMIT BUILDING ENTRY POINTS: (SHELL)

ISC LOP II: No special measures required.

3.11 ENTRANCE CO-LOCATION: (SHELL)

ISC LOP II: No special measures required.

3.12 PERIMETER DOORS AND DOOR LOCKS: (SHELL)

ISC LOP II: Secure government space perimeter doors with non-removable hinges and high-security mechanical or electronic locks.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- Hinge pins located on the unsecured side of perimeter and critical interior doors must be designed to preclude door removal.
- Ensure magnetic locks have at least 1,200 pounds of shear holding power.
- Electric strikes must meet all specifications of UL Standard 1034, Burglary-Resistant Electric Locking Mechanisms. For more information on electric strikes, refer to American National Standards Institute (ANSI) A156.25.
- Door strikes should not allow the dead latch to be in the fully extended position when the door is closed.
- Entrance Doors shall be capable of being remotely locked and unlocked from the reception desk or other designated position.

3.13 CONTROL OF KEYS AND ACCESS MEDIA: (SHELL)

ISC LOP II: The Government reserves the right to implement a formal key control program. The Lessor shall have a means of electronically disabling lost or stolen access media.

3.14 EMPLOYEE CONVENIENCE DOOR: (SHELL)

ISC LOP III: The Lessor shall ensure staff entrances are located independently of main entrance lobbies and be convenient to staff parking.

- Provide electronic access control for employee entry doors without a security force post (including after-hours access) in conjunction with VSS coverage.

3.15 EMERGENCY EXIT DOORS: (SHELL)

ISC LOP II: Secure emergency exit doors using an automatic door closer and exit hardware that are compliant with NFPA Life Safety Code and applicable standards. Monitor all emergency exits via visual, electronic, or audible means.

3.16 DELAYED EGRESS: (SHELL)

ISC LOP II: No special measures required.

4.0 INTERIOR SECURITY CRITERIA

4.1 SPACE PLANNING: (SHELL)

ISC LOP II: No special measures required.

4.2 ACCESS TO NON-PUBLIC AREAS (PROVIDER AREAS): (TI)

ISC LOP IV: Use signage, walls, and electronic access control to establish physical boundaries to control access to non-public areas such as exam rooms and provider offices.

- The Lessor will create a protected partition between the leased space lobby and the non-public provider area.
- The doors leading to the non-public area will meet the same specifications as the perimeter. The doors will have electronic locks to allow escorted visitors into the non-public space.

4.3 SECURITY OF CRITICAL AREAS (i.e., PHARMACY or TELECOM ROOMS): (TI)

ISC LOP III: Install electronic access control, VSS and IDS to control and monitor access into critical areas such as pharmacy, Network Rooms/IT Closets, etc.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- For Pharmacy: Interior wall separating pharmacy from public area must meet 15-minute forced entry resistant construction and extend from slab to slap.

4.4 BUILDING SYSTEMS AND ROOF ACCESS: (SHELL)

ISC LOP II: Secure utility, mechanical, electrical, and telecom rooms, and access to interior space from the roof with high-security locks.

4.5 PUBLICLY ACCESSIBLE RESTROOMS: (SHELL)

ISC LOP II: Patients and Visitors shall have access to public restrooms in the facility.

4.6 PUBLICLY ACCESSIBLE RETAIL AND MIXED-USE SPACE: (SHELL)

ISC LOP II: Accommodate publicly accessible retail and mixed uses through such means as separating entryways.

4.7 INTERIOR WINDOWS: (TI)

ISC LOP II: No special measures required.

5.0 SECURITY SYSTEMS CRITERIA

5.1 VSS COVERAGE: (TI)

ISC LOP III: Provide VSS coverage of personnel entrances and exits, parking lots, loading docks, lobbies and other areas as required by other paragraphs.

- VA Police will designate a purpose and goal for each security camera installed and verify/test that the VSS is designed to meet the physical security needs of the space and occupants.
- The lessor shall design, install and maintain the VSS.
- Technical review of the proposed system shall be coordinated with the VA security representative, and the direction of the Contracting Officer, prior to completion of the CD's, as well as prior to installation. VSS system testing, and acceptance shall be conducted by the VA prior to occupancy.
- The Lessor shall comply with FAR 52.204-25: Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services of Equipment (NOV 2021). See https://www.acquisition.gov/far/part-52#FAR_52_204_25

5.2 VSS MONITORING AND RECORDING: (TI)

ISC LOP II: Record CCTV views using a digital medium.

- Firmware and software updates from the manufacturer should be installed as soon as possible to prevent any breach.
  - A chain of custody and written procedures for evidence retrieval must be developed (contact isfubgroup@tswg.gov for a publication on Best Practices for the Retrieval of Video Evidence from Digital VMS Systems or visit www.tswg.gov).
  - The need for disaster recovery and remote operational capability, including offsite storage of data, should be considered when designing the VSS.
- The images shall be recorded at a minimum rate of 15 frames per second on digital media.
  - Motion recording with conditional refresh is recommended to reduce bandwidth and storage challenges. External entrance/exit cameras and any cameras covering significant areas or assets (identified during the risk assessment) should record at all times. Recorded images should be at the camera's maximum resolution.
- Edge recording capabilities should be considered when network bandwidth or network outages are a concern.
- Storage:
  - Surveillance video must be stored for 90 days.

5.3 SECURITY CONTROL CENTER: (SHELL)

ISC LOP II: No special measures required.

5.4 VSS SURVEILLANCE ADVISORY: (SHELL)

ISC LOP II: When VSS is utilized, post signage at the entrance of the location.

- Post signs at entrances to the site, facility, parking garages, etc., where VSS coverage exists.
- Signs should be large enough to be noticed, placed in an easily seen location, and have both words and pictures indicating video surveillance is being conducted at the location.

5.5 INTRUSION DETECTION SYSTEM (IDS) COVERAGE: (TI)

ISC LOP II: Provide IDS on perimeter entry and exit doors and all ground-floor windows. Provide a separate IDS partition for all rooms where VA IT network equipment is kept. Provide a separate IDS partition for the police operations area when included in the program. Provide a separate IDS partition for the Armory when included in the program. Provide a separate IDS partition for the Pharmacy when included in the program. Provide a separate IDS partition for the Pharmacy Vault when included in the program.

- The Lessor shall design, install, and maintain the IDS system. Technical review of the proposed system shall be coordinated with the VA security representative, at the direction of the Lease Contracting Officer, prior to completion of the CDs, and prior to installation. System testing and acceptance shall be conducted by the VA prior to occupancy.
- UL 2050 Listed intrusion detection equipment is required. Initial installation should include validation (testing) of the entire system, including monitoring center notification and connected equipment.
- The following descriptions are provided as benchmarks in considering the appropriate system technologies. An access control system can serve as an IDS as long as it meets the IDS details listed here and has provisions for monitoring (see IDS Monitoring).
  - Entry Doors will have:
    - Magnetic switch; and
    - Alarm system keypad (at main employee entrance).
    - Motion Sensor coverage (passive infrared sensor (PIR), microwave, ultrasonic, or similar device).
  - Windows and other openings greater than 96 square inches:
    - Glass-break detector; and
    - Magnetic switches or shock sensors.
    - Non-opening windows should utilize glass break detectors and/or motion sensor coverage.

- Installation Practices: No matter the system type listed above the following installation practices should be used:
  - All IDS devices should be on a supervised circuit.
  - End-of-line resistors for supervision must be placed in the individual sensor and not in the alarm panel.
  - Alarm panels should be in a locked tamper-proof container with a tamper switch.
  - Alarm panels should be located in a locked area that is only assessable to authorized individuals. Area should be protected by IDS.
  - External facility entrances and high-security applications should be designed in a multi-layered approach (e.g., doors that have magnetic or balanced magnetic switches should also be protected with a motion sensor).
  - Zoning – Each alarm sensor or alarm point should have its own zone. This will help with troubleshooting alarm points and response to alarms.
  - Double doors – Double doors or split doors should be zoned on each leaf, not both doors on one zone.
  - Cross zoning (the requirement of two or more sensors to be activated in a specific amount of time before activating an alarm) should be avoided.
  - Garage doors – Garage doors should have a sensor on each side to prevent the lifting on one side without an alarm.
  - Accessible external facility openings that are 96 square inches or more should be alarmed.
  - Door contacts should be installed on the opening side of the door and should not allow the door to open far enough to provide the ability to tamper with the contact inside the door without going into alarm.

5.6 INTRUSION DETECTION SYSTEM (IDS) MONITORING: (SHELL)

ISC LOP II: Lessor shall monitor at a central station with notification to law enforcement or security responders.

5.7 DURESS ALARMS OR ASSISTANCE STATIONS: (TI)

ISC LOP III: Provide duress buttons or call buttons at security force posts and sensitive public contact areas.

Locations: All reception/transaction counters and windows, shared medical appointments rooms, group therapy rooms and large multi-purpose rooms.

- Duress devices shall be concealed from the public and shall annunciate for an immediate response.

- System owner will perform monthly testing of duress buttons and perform required maintenance; system owner will provide documentation at the request of the VA.
- If batteries are utilized to power the alarm, the batteries should be replaced yearly or as required and documented.
- Duress Alarm system and design will be approved by VA Police during design or prior to installation.

5.8 SECURITY SYSTEM INTEGRITY: (SHELL)

ISC LOP II: Secure alarm and physical access control panels, VSS components, controllers, and cabling against unauthorized access.

5.9 SECURITY COMMUNICATIONS: (SHELL)

ISC LOP II: No special measure required.

5.10 BUILDING COMMUNICATION SYSTEM: (TI)

ISC LOP III (TI): Provide a communication system for security and emergency announcements.

5.11 EMERGENCY POWER FOR SECURITY SYSTEMS: (TI)

ISC LOP III (TI): Provide uninterruptible emergency power to essential electronic security systems for a minimum of four hours.

5.12 SECURITY SYSTEM TESTING: (SHELL)

ISC LOP II (SHELL): Lessor shall conduct security system performance testing annually and provide documentation to VA.

5.13 SECURITY SYSTEM MAINTENANCE: (SHELL)

ISC LOP II (SHELL): Lessor shall implement a maintenance program for all security systems. Any critical component that becomes inoperable must be replaced or repaired within five business days.

- Failure by the Lessor to provide sufficient replacement measures within the timeframe identified may result in the VA providing guard service, the cost of which must be reimbursed by the Lessor.

6.0 SECURITY OPERATIONS AND ADMINISTRATION

6.1 FACILITY SECURITY PLAN: (SHELL)

Lessor shall develop a written Facility Security Plan in conjunction with VA that identifies security responsibilities, emergency contacts, response procedures for incidents, and contingency plans for temporary upgrades in accordance with the National Terrorism Advisory System. Plan shall be submitted to VA for review and approval prior to lease acceptance.

6.2 SECURITY DURING CONSTRUCTION AND RENOVATION (SHELL)

Develop and implement a Construction Security Plan.

6.3 PROTECTION OF CONSTRUCTION INFORMATION: (SHELL)

Limit access to construction documents to those persons with an established need-to- know.

7.0 CYBERSECURITY

7.1 FACILITY CYBERSECURITY REQUIREMENTS: (SHELL)

A. Lessors are prohibited from connecting any portion of their building and access control systems (BACS) to any federally owned or operated IT network. BACS include systems providing fire and life safety control, physical access control, building power and energy control, electronic surveillance, and automated HVAC, elevator, or building monitoring and control services (including IP addressable devices, application servers, or network switches).

B. In the event of a cybersecurity incident related to BACS, the Lessor shall initially assess the cyber incident, identify the impacts and risks to the building and its occupants, and follow their organization's cyber and IT procedures and protocols related to containing and handling a cybersecurity incident. In addition, the Lessor shall immediately inform the Lease Contracting Officer's (LCO's) designated representative, i.e., the Lease Administration Manager (LAM), about cybersecurity incidents that impact a federal tenant's safety, security, or proper functioning.

C. Lessors are encouraged to put into place the following cyber protection measures to safeguard facilities and occupants:

1. Engineer and install BACS to comply with the Department of Homeland Security Industrial Control Systems Computer Emergency Response Team (DHS ICS-CERT) cyber security guidance and recommendations (https://ics-cert.us-cert.gov/Recommended-Practices).
2. Refer to the National Institute of Standards and Technology Cyber Security Framework (NIST-CSF) (https://www.nist.gov/cyberframework) and cybersecurity guidance in the DHS Commercial Facilities Sector-Specific Plan (https://www.dhs.gov/publication/nipp-ssp-commercial-facilities-2015) for best practices to manage cyber risks.
3. Encourage vendors of BACS to secure these devices and software through the following:
   a. Develop and institute a proper Configuration Management Plan for the BACS devices and applications, so that the system can be supported.
   b. Safeguard sensitive data and/or login credentials through the use of strong encryption on devices and applications. This means using NIST- approved encryption algorithms, secure protocols (i.e., Transport Layer Security (TLS) 1.1, TLS 1.2, TLS 1.3) and Federal Information Processing Standard (FIPS) 140-2 validated modules.
   c. Disable unnecessary services in order to protect the system from unnecessary access and a potential exposure point by a malicious attacker. Examples include File Transfer Protocol-FTP (a protocol used for transferring files to a remote location) and Telnet (allowing a user to issue commands

remotely). Additionally, use of protocols that transmit data in the clear (such as default ZigBee) should be avoided, in favor of protocols that are encrypted.

d. Close unnecessary open ports to secure against unprivileged access.
e. Monitor and free web applications and supporting servers of common vulnerabilities in web applications, such as those identified by the (Open Web Application Security Project (OWASP) Top 10 Project (https://www.owasp.org/index.php/Category:OWASP_Top_Ten_Project).
f. Enforce Least Privilege, where proper permissions are enforced on a device or application so that a malicious attacker cannot gain access to all data. Enforcing Least Privilege will only allow users to access data they are allowed to see. Additional information can be found at https://www.beyondtrust.com/blog/entry/what-is-least-privilege.
g. Protect against Insufficient User Access Auditing, where device or application does not have a mechanism to log/track activity by user. Enforce changing of factory default Username and Password to prevent unauthorized entry into the BACS system.
h. Use updated antivirus software subscription at all times. Kaspersky-branded products or services, prohibited from use by the Federal Government, are not to be utilized.
i. Conduct antivirus and spyware scans on a regular basis. Patching for workstations and server Operating System (OS), as well as vulnerability patching should follow standard industry best practices for software development life cycle (SDLC).
j. Discontinue the use of end of life (EOL) systems and use only applications/systems that are supported by the manufacturer.
k. Operating Systems must be supported by the vendor for security updates (e.g., do not use Windows Server 2003).
l. Proposed standard installation, operation, maintenance, updates, and/or patching of software shall not alter the configuration settings from the approved United States Government Configuration Baseline (USGCB) or tenant agency guidance (if applicable).
m. Disallow the use of commercially provided circuits to manage building systems and install building systems on a protected network, safeguarded by the enterprise firewalls in place. Workstations or servers running building monitor and control systems are not connected and visible on the public internet.
n. Systems should have proper system configuration hardening and align with Center for Internet Security (CIS) benchmarks or other industry recognized benchmarks. Additional information can be found at https://www.cisecurity.org/cis-benchmarks/.

VA SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL III

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE RENTAL RATE (SHELL) OR THE TENANT IMPROVEMENTS (TI). MAINTENANCE COSTS ARE TO BE INCLUDED IN THE OPERATING RENT.

NOTE THAT ITEMS IDENTIFIED AS "SHELL" REPRESENT A LESSOR'S OBLIGATIONS OR THE GOVERNMENT'S RIGHTS AND ARE NOT NECESSARILY ITEMS TO BE CONSTRUCTED.

DEFINITIONS:
Definitions are the same as those used in the Lease unless re-defined in these Security Requirements.

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 patient records and data, or any area that houses medical, mental, or other items or services that require patient privacy. Also included are police areas, pharmacy, medication rooms and OI&T spaces. Sensitive areas are primarily housed within Government controlled space.

DESIGN-BASIS THREAT – The Design-Basis Threat (DBT) is the profile and estimate of the threats to a Government facility across a range of specific undesirable events, and serves as the basis for determining appropriate security standards. The Lessor's technical consultant(s) shall work in conjunction with the Department of Veterans Affairs (VA) to apply the DBT to the post-award risk assessment. The risk assessment identifies recommended countermeasures and security design features that achieve the minimum baseline level of protection (LOP) for a particular facility. The baseline level of protection may be further customized to address facility-specific conditions. The Lessor is responsible for providing countermeasure provisions outlined in this FSL document, as well as for additional items identified during the post-award risk assessment. Any additional countermeasures identified during this assessment shall be priced as TI.

ADDITIONAL INFORMATION ON THE INTERAGENCY SECURITY COMMITTEE (ISC) RISK MANAGEMENT PROCESS IS AVAILABLE HERE.

Video Surveillance System (VSS) is widely used throughout industry and the federal government. It covers both analog and digital systems and is referenced in the Department of Homeland Security (DHS) Science and Technology Digital Video Quality Handbook.

1.0 SITE SECURITY CRITERIA

1.1 IDENTIFICATION AS FEDERAL FACILITY: (SHELL)

ISC LOP II: Signage identifying a VA facility as a federal facility shall be posted clearly and prominently to accommodate patient access in accordance with VA Signage Design Guide.

1.2 LANDSCAPING: (SHELL)

ISC LOP III: Minimize areas of concealment in and around facilities. Establish a clear zone around barriers or fences and restrict landscaping from obstructing views of the security force and VSS; or interfering with lighting or Intrusion Detection System (IDS).

1.3 PEDESTRIAN ACCESS TO SITE: (SHELL)

ISC LOP III: No special measures required.

1.4 VEHICLE ACCESS POINTS: (SHELL)

ISC LOP III: Limit the number of vehicle access points and provide VSS coverage at each access point.

1.5 SITE LIGHTING: (SHELL)

- ISC LOP III: Install exterior lighting at entrances, exits, parking lots, garages, VSS locations, and walkways from parking areas to entrances.
- All lighting design decisions should also support Crime Prevention Through Environmental Design (CPTED) goals and enhance environmental design factors (e.g., post-incident investigation, personnel identification, natural surveillance activities).
- Lighting should be sufficient to:
  - Illuminate potential areas of concealment.
  - Enhance the observation of security force patrols.
  - to ensure VSS video images can be used to identify a clear description of a person and any activity they may be engaged in; and
  - Provide for the safety of personnel moving between adjacent parking areas, streets, alleyways, and around the facility.

- For lighting assessment procedures and minimum lighting levels in other areas, refer to the Illuminating *Engineering Society (IES) Security Lighting Handbook G-1-03.*
- There should be no foliage blocking the light from illuminating the desired area.

1.6 RESTRICTED AREAS OR SIGNIFICANT AREAS AND ASSETS: (SHELL)

- ISC LOP III: Provide fences, walls, gates, or other barriers to prevent unauthorized access to restricted areas and monitor with VSS. Use high security locks, access control and IDS.
- Restricted areas or significant areas and assets include but are not limited to:
  - Utility connections.
  - Loading docks.
  - Emergency power supplies.
  - Hazardous materials storage.
  - HVAC and their intakes; and
  - Exterior access to critical or sensitive rooms (e.g., telecom and information technology (IT) resources).

1.7 SIGNAGE – SENSITIVE AREAS: (SHELL)

ISC LOP III: Lessor shall not post signs that identify sensitive areas, unless required by other standards/codes. Avoid marking outside locations such as air intakes, fuel supply valves, gas or power distribution locations, evacuation assembly areas, etc.

1.8 CONTROL OF PARKING: (SHELL)

ISC LOP III: Lessor shall designate VA employee and patient/visitor parking areas with signage.

1.9 AUTHORIZED PARKING: (SHELL)

ISC LOP III: Lessor shall physically separate staff parking areas for authorized parking only.

1.10 VEHICLE ACCESS TO CONTROLLED PARKING: (SHELL)

ISC LOP III: Entrance to staff parking areas shall be equipped with vehicle gates to prevent unauthorized vehicle access. Gates controlling vehicles may include, but are not limited to, barriers (drop arm/wedge), garage style doors, and traditional chain link fences.

1.11 VEHICLE BARRIERS: (SHELL)

- ISC LOP Level III: Provide vehicle barriers to protect pedestrian entrances from penetration by a vehicle meeting the DBT.
  - The type and size should be utilized to support the kinetic energy calculations < Kinetic Energy (KE) = 0.5 * Mass (m) Velocity (v)2 > necessary to determine the minimum crash rating necessary for protection. Practitioners should utilize locally developed threat information indicating a deviation from the DBT vehicle characteristics.

- Reduce Straight Avenues of Approach for Vehicle Paths:
  - Use a vehicle velocity that considers the angle of incidence in conjunction with the distance between the perimeter and the point at which a vehicle likely would be able to start a run at the perimeter. Design site circulation to prevent high-speed approaches by vehicles and use barriers or offset vehicle entrances from the direction of a vehicle's approach to force a reduction in speed. Appropriate measures for the barrier system may include walls, fences, trenches, berms, ponds and water basins, boulders, plantings, trees, static barriers, sculptures, and street furniture.
- Maximum clear spacing between vehicle barriers is four feet. Minimum barrier height is 30 inches. Agency standards may require additional height.
- Barriers must be certified to meet performance requirements for vehicle size and speed specific to the facility under ASTM F 2656-18, Standard Test Method for Crash Testing of Vehicle Security Barriers,

1.12 VEHICLE SCREENING: (SHELL)

ISC LOP III: The Government may select to screen all visitor vehicles before entry into the controlled parking area. The lessor shall provide adequate lighting in screening area to illuminate the vehicle exterior and undercarriage. VSS coverage of the screening area shall be provided by the Lessor (TI).

1.13 PEDESTRIAN ACCESS TO CONTROLLED PARKING AREAS: (TI)

ISC LOP III (TI): Monitor pedestrian access to parking areas utilizing VSS.

1.14 HAZARDOUS MATERIALS (HAZMAT) STORAGE: (TI)

ISC LOP II (TI): Locate HAZMAT storage in a restricted area away from loading docks, entrances, and uncontrolled parking. When storage areas are located outside, monitor with VSS and control access to areas.

1.15 RECEPTACLE AND CONTAINER PLACEMENT: (SHELL)

ISC LOP III (SHELL): Position trash containers, mailboxes, donation/recycle containers, vending machines, etc., 25 feet away from building exterior and entry points, or implement blast containment measures to mitigate an explosion.

2.0 STRUCTURE SECURITY CRITERIA

2.1 BLAST RESISTANCE-WINDOWS: (SHELL)

- ISC LOP III: Utilize acceptable fragment retention film or preferred glazing systems to reduce the glass fragmentation hazard. The acceptable fragment retention film is required when existing buildings are offered, and the windows are not replaced using the preferred glazing systems.

- Acceptable Fragment Retention Film: In applications requiring retention film, film shall meet or exceed the following physical 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%
  - Minimum 7-mil retention film
- Preferred glazing systems include thermally tempered heat-strengthened or annealed glass with a fragment retention film installed on the interior surface and attached to the frame; or laminated thermally tempered, laminated heat-strengthened, or laminated annealed glass.
  - New glazing systems at the Low or higher LOPs shall be designed with a minimum ½-inch bite.
- Unacceptable systems include untreated monolithic annealed or heat-strengthened glass and wire glass.
- Reference the current DBT, unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

2.2 BLAST RESISTANCE: FAÇADE AND STRUCTURE: (SHELL)

ISC LOP II (SHELL):

New Lease Construction

Use construction materials which have inherent ductility, and which are able to respond to load reversals. Provide a balanced design approach to ensure a ductile mode of failure is achieved or design for the DBT, whichever is less severe. Provide a Level of Protection II in accordance with American Society of Civil Engineers (ASCE) 59.

- All building materials and types acceptable under model building codes are allowed. Design detailing is required for material such as pre-stressed concrete, pre-cast concrete, and masonry to adequately respond to the design loads.
- **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.
- Reference the current ISC DBT, unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

- All building components requiring blast resistance must be designed using established methods and approaches for determining dynamic loads, structural detailing, and dynamic structural response. The demands on the structure will be equal to the combined effects of dead, live, and blast loads. Blast loads or dynamic rebound may occur in directions opposed to typical gravity loads. Design and analysis approaches should be consistent with Unified Facilities Criteria (UFC) 3-340-02, "Structures to Resist the Effects of Accidental Explosions, with Change 2." Response limits shall follow U.S. Army Corps of Engineers (USACE) PDC-TR 06-08, "Single Degree of Freedom Structural Response Limits for Antiterrorism Design."

Existing Facilities

- **Unreinforced masonry is unacceptable**. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.

2.3 BLAST RESISTANCE: PROGRESSIVE COLLAPSE: (SHELL) *This section only applies to new lease construction.*

ISC LOP III: For buildings four stories and higher, use a combination of setback, site planning, façade hardening, and structural measures to prevent progressive collapse from the DBT or the loss of any single exterior column or load bearing wall, whichever scenario is less severe.

2.4 BLAST RESISTANCE – UNDER BUILDING PARKING: (SHELL)

ISC LOP III: Under building parking is prohibited.

2.5 BURGLARY RESISTANCE OF WINDOWS AND GLASS DOORS: (SHELL)

ISC LOP III: (SHELL) Operable ground floor windows are not allowed.
All ground floor windows shall be monitored via IDS.

2.6 WALLS AND NON-WINDOW OPENINGS: (SHELL)

ISC LOP III: Protect non-window openings such as mechanical vents and exposed plenums to resist forcible entry.

- Forced entry resistance will be uniform around the perimeter and the façade of the building.
- Interior walls of secure or restricted areas (IT Closets, Armory, Police Operations and Pharmacy) shall be monitored via IDS.

2.7 WINDOWS IN CTRICIAL AREAS- BALLISTIC PROTECTION: (TI)

ISC LOP III: Lessor shall provide blinds, curtains, or other window treatments in critical areas acceptable to the government, that can be employed to prevent visual observation of that area when temporary conditions warrant.

2.8 PROTECTION OF AIR INTAKES: (SHELL)

ISC LOP II: Provide emergency HVAC shutdown, shelter-in-place (SIP), and evacuation procedures. Secure accessible air intake grilles from tampering or removal. Protect ground level air intakes with fencing.

2.9 ISOLATED VENTILATION SYSTEMS: (SHELL)

ISC LOP III: Provide separate isolated HVAC systems in lobbies, loading docks, mailrooms, and other locations susceptible to CBR attack that are isolated from other building areas.

2.10 HVAC CONTROL: (SHELL)

ISC LOP II: Lessor shall develop written procedures for the emergency shutdown of exhaust and air handling systems.

2.11 CBR DETECTION TECHNOLOGY: (SHELL)

ISC LOP III: No special measures required.

2.12 BIOLOGICAL FILTRATION – GENERAL BUILDING: (SHELL)

ISC LOP III: Use a minimum MERV 10 particulate filter on all exterior air handling units.

2.13 BIOLOGICAL FILTRATION – LOBBIES AND MAILROOMS: (SHELL)

ISC LOP III: Use a minimum MERV 13 particulate filter on all exterior air handling units.

2.14 CHEMICAL FILTRATION: (SHELL)

ISC LOP III: No special measures required.

2.15 SECURITY OF VENTILATION EQUIPMENT AND CONTROLS: (SHELL)

ISC LOP III: The lessor shall protect the system controls from unauthorized access.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- To ensure HVAC system operation cannot be disrupted by someone physically accessing the controls, HVAC equipment shall be located in a secure area with access limited to authorized staff.

2.16 LOCATION OF UTILITIES AND FEEDERS: (SHELL)

ISC LOP IV: Critical Systems (e.g., mechanical, electrical, utility rooms; HVAC vents; emergency generator) shall be located at least 25 feet from the building loading docks, entrances, mailrooms, personnel and package screening locations, and uncontrolled parking areas, or, alternatively, Lessor shall protect critical Building system areas in accordance with the post-award DBT analysis by implementing sufficient standoff, hardening, and venting methods.

2.17 SEPARATION OF EMERGENCY AND NORMAL POWER DISTRIBUTION: (SHELL)

ISC LOP III: No special measures required.

2.18 EMERGENCY GENERATOR PROTECTION: (SHELL)

ISC LOP III: New Construction: Generator shall be secured against unauthorized access and locate the emergency generator and fuel tank at least 25 feet away

from loading docks, entrances, and parking, or implement standoff, hardening, and venting methods to protect utilities from the DBT at these locations.

- The generator shall not be located in any areas that are prone to flooding.
- More secure locations include the roof, protected grade level, and protected interior areas. VSS, electronic Physical Access Control, and IDS coverage shall be utilized (TI).
- Provisions for securing any refueling and shutoff valves in fuel lines within or in close proximity to the building must be addressed.

2.19 PROTECTION OF WATER SUPPLY: (SHELL)

ISC LOP III: Secure handles, control mechanisms, and service connections at onsite publicly accessible locations with locks or other anti-tamper devices.

2.20 BLAST RESISTANCE – INTERIOR PUBLIC SPACES: (SHELL) *This section only applies to new lease construction and major rehabilitation projects over 100,000 GSF.*

ISC LOP III: 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. For measurement purposes, standoff shall be considered building support space and not ABOA.

2.21 BLAST RESISTANCE – MAIL SCREENING AND RECEVING LOCATIONS: (SHELL) *This section only applies to new lease construction and major rehabilitation projects over 100,000 GSF.*

ISC LOP III: 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 and/or lateral bracing members in these areas. A minimum standoff of at least 150 mm (6 inches) is required. For measurement purposes, standoff shall be considered building support space and not ABOA.

3.0 FACILITY ENTRANCE SECURITY CRITERIA

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.

3.1 BADGE IDENTIFICATION (ID) SYSTEM: (SHELL)

ISC LOP III: The Lessor and his/her contractors shall be required to wear a photo ID to be visible at all times when in Government-controlled space.

3.2 REGULATORY SIGNAGE: (SHELL)

ISC LOP III: Lessor shall post necessary regulatory, statutory, and/or site-specific signage per the VA Signage Design Guide.

3.3 EMPLOYEE ACCESS CONTROL: (SHELL)

ISC LOP III: Provide a means to secure employee entrance doors and to verify the identity of persons requesting access prior to allowing entry in the facility by physical or electronic means.

- When it is determined an electronic Physical Access Control System (ePACS) is to be installed, procurement and installation must comply with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.

3.4 VISITOR ACCESS CONTROL: (SHELL)

ISC LOP III: Visitors (Lessor contracted maintenance personnel) to nonpublic areas shall be sponsored by a tenant and either approved for unescorted access or escorted at all times.

- Entrances are open to the public during business hours.
- The Government reserves the right to verify the identity of persons requesting access to the Government-controlled Space prior to allowing entry.

3.5 OCCUPANT SCREENING: (SHELL)

ISC LOP III: Use X-ray and metal detector to screen all occupants and their property that do not possess an acceptable ID for access to the facility.
The Government shall establish a list of prohibited items, including potential weapons, that shall apply to all building tenants and visitors. Magnetometers and X-ray machines will be installed, tested (on a daily basis), and maintained by the Government at the public entrance(s). 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 in a manner to minimize queuing. 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.

3.6 VISITOR SCREENING: (SHELL)

ISC LOP III: Lessor shall accommodate the screening of all visitors and their property using X-ray and metal detector by the VA. VA will establish a list of prohibited items, including potential weapons.

3.7 BALLISTIC PROTECTION AT SCREENING LOCATIONS: (SHELL)

ISC LOP III: No special measures required.

3.8 LOBBY QUEUING: (SHELL)

ISC LOP III: The lessor and the government shall minimize lobby queuing caused by screening, visitor processing, and access control systems.

3.9 AFTER-HOURS ACCESS CONTROL (SHELL)

ISC LOP III: All employees, contractors, and visitors shall sign in and sign out electronically or on a building register after-hours.

- All Government employees, under this lease, shall be allowed access to the leased space (including after-hours access).

3.10 LIMIT BUILDING ENTRY POINTS: (SHELL)

ISC LOP III: 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.

3.11 ENTRANCE CO-LOCATION: (SHELL)

ISC LOP III: No special measures required.

3.12 PERIMETER DOORS AND DOOR LOCKS: (SHELL)

ISC LOP III: Secure government space perimeter doors with non-removable hinges and high-security mechanical or electronic locks.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- Hinge pins located on the unsecured side of perimeter and critical interior doors must be designed to preclude door removal.
- Ensure magnetic locks have at least 1,200 pounds of shear holding power.
- Electric strikes must meet all specifications of UL Standard 1034, Burglary-Resistant Electric Locking Mechanisms. For more information on electric strikes, refer to American National Standards Institute (ANSI) A156.25.
- Door strikes should not allow the dead latch to be in the fully extended position when the door is closed.
- Entrance Doors shall be capable of being remotely locked and unlocked from the reception desk or other designated position.

3.13 CONTROL OF KEYS AND ACCESS MEDIA: (SHELL)

ISC LOP III: The Government reserves the right to implement a formal key control program. The Lessor shall have a means of electronically disabling lost or stolen access media.

3.14 EMPLOYEE CONVENIENCE DOOR: (SHELL)

ISC LOP III: The Lessor shall ensure staff entrances are located independently of main entrance lobbies and be convenient to staff parking.

- Provide electronic access control for employee entry doors without a security force post (including after-hours access) in conjunction with VSS coverage.

3.15 EMERGENCY EXIT DOORS: (SHELL)

ISC LOP III: Secure emergency exit doors using an automatic door closer and exit hardware that are compliant with NFPA Life Safety Code and applicable standards. Monitor all emergency exits via visual, electronic, or audible means.

- Electronic locks on perimeter doors must be fail-secure, and electronic locks on interior doors must be fail-safe, if such measures do not conflict with applicable fire and safety codes.
- Emergency exit door hardware at all levels shall have audible annunciators to provide notification of door use.
- If the door is monitored by IDS, the door shall be on a 24-hour zone and never disarmed.
- Signs designating the door to be only used in an emergency and the notification of the alarm shall be posted on the door in a very visible location.
- If an emergency exit is part of a security tour, then it is recommended that access control be placed on the door that will temporarily disarm IDS or other types of alarm to allow passage.

3.16 DELAYED EGRESS: (SHELL)

ISC LOP III: Use delayed egress hardware at emergency exits from critical or sensitive areas if fire code allows.

- Delayed egress doors shall be used in areas where egress would need to be delayed until security forces can respond and/or VSS coverage can adequately record the event.
- Delayed egress shall be used for such applications as money transaction areas.

4.0 INTERIOR SECURITY CRITERIA

4.1 SPACE PLANNING: (SHELL)

ISC LOP III: Locate critical systems and areas at least 25 feet away from loading docks, entrances, mailrooms, personnel and package screening locations, and uncontrolled parking, or implement standoff, hardening and venting methods to protect critical areas from the DBT at these locations.

4.2 ACCESS TO NON-PUBLIC AREAS (PROVIDER AREAS): (TI)

ISC LOP IV: Use signage, walls, and electronic access control to establish physical boundaries to control access to non-public areas such as exam rooms and provider offices.

- The Lessor will create a protected partition between the leased space lobby and the non-public provider area.
- The doors leading to the non-public area will meet the same specifications as the perimeter. The doors will have electronic locks to allow escorted visitors into the non-public space.

4.3 SECURITY OF CRITICAL AREAS (i.e., PHARMACY or TELECOM ROOMS): (TI)

ISC LOP III: Install electronic access control, VSS and IDS to control and monitor access into critical areas such as pharmacy, Network Rooms/IT Closets, etc.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- For Pharmacy: Interior wall separating pharmacy from public area must meet 15-minute forced entry resistant construction and extend from slab to slab.

4.4 BUILDING SYSTEMS AND ROOF ACCESS: (SHELL)

ISC LOP III: Secure utility, mechanical, electrical, and telecom rooms, and access to interior space from the roof with high-security locks and IDS.

4.5 PUBLICLY ACCESSIBLE RESTROOMS: (SHELL)

ISC LOP III: Patients and Visitors shall have access to public restrooms in the facility.

4.6 PUBLICLY ACCESSIBLE RETAIL AND MIXED-USE SPACE: (SHELL)

ISC LOP III: Accommodate publicly accessible retail and mixed uses through such means as separating entryways.

4.7 INTERIOR WINDOWS: (TI)

ISC LOP III: No special measures required.

4.8 552.270-34 ACCESS LIMITATIONS FOR HIGH-SECURITY LEASED SPACE (GOVERNMENT SPACE): (SHELL)

The Lessor, including representatives of the Lessor's property management company responsible for operation and maintenance of the leased space, shall not—

(1) Maintain access to the leased space; or

(2) Have access to the leased space without prior approval of the authorized Government representative.

Access to the leased space or any property or information located within that Space will only be granted by the Government upon determining that such access is consistent with the Government's mission and responsibilities.

Written procedures governing access to the leased space in the event of emergencies shall be documented as part of the Government's Occupant Emergency Plan, to be signed by both the Government and the Lessor.

5.0 SECURITY SYSTEMS CRITERIA

5.1 VSS COVERAGE: (TI)

ISC LOP III: Provide VSS coverage of personnel entrances and exits, parking lots, loading docks, and lobbies and other areas designed by VA Police.

- VA Police will designate a purpose and goal for each security camera installed and verify/test that the VSS is designed to meet the physical security needs of the space and occupants.
- The lessor shall design, install and maintain the VSS.
- Technical review of the proposed system shall be coordinated with the VA security representative, and the direction of the Contracting Officer, prior to completion of the CD's, as well as prior to installation. VSS system testing, and acceptance shall be conducted by the VA prior to occupancy.
- The Lessor shall comply with FAR 52.204-25: Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services of Equipment (NOV 2021). See https://www.acquisition.gov/far/part-52#FAR_52_204_25

5.2 VSS MONITORING AND RECORDING: (TI)

ISC LOP III: Record CCTV views using a digital medium.

- Firmware and software updates from the manufacturer should be installed as soon as possible to prevent any breach.
  - A chain of custody and written procedures for evidence retrieval must be developed (contact isfubgroup@tswg.gov for a publication

on Best Practices for the Retrieval of Video Evidence from Digital VMS Systems or visit www.tswg.gov).
        - The need for disaster recovery and remote operational capability, including offsite storage of data, should be considered when designing the VSS.
    - The images shall be recorded at a minimum rate of 15 frames per second on digital media.
        - Motion recording with conditional refresh is recommended to reduce bandwidth and storage challenges. External entrance/exit cameras and any cameras covering significant areas or assets (identified during the risk assessment) should record at all times. Recorded images should be at the camera's maximum resolution.
    - Edge recording capabilities should be considered when network bandwidth or network outages are a concern.
    - Storage:
        - Surveillance video must be stored for 90 days.

5.3 SECURITY CONTROL CENTER: (SHELL)

ISC LOP III: No special measures required.

5.4 VSS SURVEILLANCE ADVISORY: (SHELL)

ISC LOP III: When VSS is utilized, post signage at the entrance of the location.

- Post signs at entrances to the site, facility, parking garages, etc., where VSS coverage exists.
- Signs should be large enough to be noticed, placed in an easily seen location, and have both words and pictures indicating video surveillance is being conducted at the location.

5.5 INTRUSION DETECTION SYSTEM (IDS) COVERAGE: (TI)

ISC LOP III: Provide IDS on perimeter entry and exit doors and all ground-floor windows. Provide a separate IDS partition for all rooms where VA IT network equipment is kept. Provide a separate IDS partition for the police operations area when included in the program. Provide a separate IDS partition for the Armory when included in the program. Provide a separate IDS partition for the Pharmacy when included in the program. Provide a separate IDS partition for the Pharmacy Vault when included in the program.

- The Lessor shall design, install, and maintain the IDS system. Technical review of the proposed system shall be coordinated with the VA security representative, at the direction of the Lease Contracting Officer, prior to completion of the CDs, and prior to installation. System testing and acceptance shall be conducted by the VA prior to occupancy.

- UL 2050 Listed intrusion detection equipment is required. Initial installation should include validation (testing) of the entire system, including monitoring center notification and connected equipment.
- The following descriptions are provided as benchmarks in considering the appropriate system technologies. An access control system can serve as an IDS as long as it meets the IDS details listed here and has provisions for monitoring (see IDS Monitoring).
- Entry Doors will have:
    - Magnetic switch, and
    - Alarm system keypad (at main employee entrance).
    - Motion Sensor coverage (passive infrared sensor (PIR), microwave, ultrasonic, or similar device).
- Windows and other openings greater than 96 square inches:
    - Glass-break detector; and
    - Magnetic switches or shock sensors.
    - Non-opening windows should utilize glass break detectors and/or motion sensor coverage.
- Installation Practices: No matter the system type listed above the following installation practices should be used:
    - All IDS devices should be on a supervised circuit.
    - End-of-line resistors for supervision must be placed in the individual sensor and not in the alarm panel.
    - Alarm panels should be in a locked tamper-proof container with a tamper switch.
    - Alarm panels should be located in a locked area that is only assessable to authorized individuals. Area should be protected by IDS.
    - External facility entrances and high-security applications should be designed in a multi-layered approach (e.g., doors that have magnetic or balanced magnetic switches should also be protected with a motion sensor).
    - Zoning – Each alarm sensor or alarm point should have its own zone. This will help with troubleshooting alarm points and response to alarms.
    - Double doors – Double doors or split doors should be zoned on each leaf, not both doors on one zone.
    - Cross zoning (the requirement of two or more sensors to be activated in a specific amount of time before activating an alarm) should be avoided.

- Garage doors – Garage doors should have a sensor on each side to prevent the lifting on one side without an alarm.
- Accessible external facility openings that are 96 square inches or more should be alarmed.
- Door contacts should be installed on the opening side of the door and should not allow the door to open far enough to provide the ability to tamper with the contact inside the door without going into alarm.

5.6 INTRUSION DETECTION SYSTEM (IDS) MONITORING: (SHELL)

ISC LOP III: Lessor shall monitor at a central station with notification to law enforcement or security responders.

5.7 DURESS ALARMS OR ASSISTANCE STATIONS: (TI)

ISC LOP III: Provide duress buttons or call buttons at security force posts and sensitive public contact areas.

Locations: All reception/transaction counters and windows, shared medical appointments rooms, group therapy rooms and large multi-purpose rooms.

- Duress devices shall be concealed from the public and shall annunciate for an immediate response.
- System owner will perform monthly testing of duress buttons and perform required maintenance; system owner will provide documentation at the request of the VA.
- If batteries are utilized to power the alarm, the batteries should be replaced yearly and documented.
- Duress Alarm system and design will be approved by VA Police during design or prior to installation.

5.8 SECURITY SYSTEM INTEGRITY: (SHELL)

ISC LOP III: Secure alarm and physical access control panels, VSS components, controllers, and cabling against unauthorized access.

5.9 SECURITY COMMUNICATIONS: (SHELL)

ISC LOP III: No special measure required.

5.10 BUILDING COMMUNICATION SYSTEM: (TI)

ISC LOP III (TI): Provide a communication system for security and emergency announcements.

5.11 EMERGENCY POWER FOR SECURITY SYSTEMS: (TI)

ISC LOP III (TI): Provide uninterruptible emergency power to essential electronic security systems for a minimum of four hours.

5.12 SECURITY SYSTEM TESTING: (SHELL)

ISC LOP III (SHELL): Lessor shall conduct security system performance testing annually and provide documentation to VA.

5.13 SECURITY SYSTEM MAINTENANCE: (SHELL)

ISC LOP III (SHELL): Lessor shall implement a maintenance program for all security systems. Any critical component that becomes inoperable must be replaced or repaired within 72 hours.

- Failure by the Lessor to provide sufficient replacement measures within the timeframe identified may result in the VA providing guard service, the cost of which must be reimbursed by the Lessor.

6.0 SECURITY OPERATIONS AND ADMINISTRATION

6.1 FACILITY SECURITY PLAN: (SHELL)

Lessor shall develop a written Facility Security Plan in conjunction with VA that identifies security responsibilities, emergency contacts, response procedures for incidents, and contingency plans for temporary upgrades in accordance with the National Terrorism Advisory System. Plan shall be submitted to VA for review and approval prior to lease acceptance.

6.2 SECURITY DURIGN CONSTRUCTION AND RENOVATION: (SHELL)

Develop and implement a Construction Security Plan.

6.3 PROTECTION OF CONSTRUCTION INFORMATION: (SHELL)

Limit access to construction documents to those persons with an established need-to- know.

7.0 CYBERSECURITY

7.1 FACILITY CYBERSECURITY REQUIREMENTS: (SHELL)

A. Lessors are prohibited from connecting any portion of their building and access control systems (BACS) to any federally owned or operated IT network. BACS include systems providing fire and life safety control, physical access control, building power and energy control, electronic surveillance, and automated HVAC, elevator, or building monitoring and control services (including IP addressable devices, application servers, or network switches).

B. In the event of a cybersecurity incident related to BACS, the Lessor shall initially assess the cyber incident, identify the impacts and risks to the building and its occupants, and follow their organization's cyber and IT procedures and protocols related to containing and handling a cybersecurity incident. In addition, the Lessor shall immediately inform the Lease Contracting Officer's (LCO's) designated representative, i.e., the Lease Administration Manager (LAM), about cybersecurity incidents that impact a federal tenant's safety, security, or proper functioning.

C. Lessors are encouraged to put into place the following cyber protection measures to safeguard facilities and occupants:

1. Engineer and install BACS to comply with the Department of Homeland Security Industrial Control Systems Computer Emergency Response Team (DHS ICS-CERT) cyber security guidance and recommendations (https://ics-cert.us-cert.gov/Recommended-Practices).
2. Refer to the National Institute of Standards and Technology Cyber Security Framework (NIST-CSF) (https://www.nist.gov/cyberframework) and cybersecurity guidance in the DHS Commercial Facilities Sector-Specific Plan (https://www.dhs.gov/publication/nipp-ssp-commercial-facilities-2015) for best practices to manage cyber risks.
3. Encourage vendors of BACS to secure these devices and software through the following:
   a. Develop and institute a proper Configuration Management Plan for the BACS devices and applications, so that the system can be supported.
   b. Safeguard sensitive data and/or login credentials through the use of strong encryption on devices and applications. This means using NIST- approved encryption algorithms, secure protocols (i.e., Transport Layer Security (TLS) 1.1, TLS 1.2, TLS 1.3) and Federal Information Processing Standard (FIPS) 140-2 validated modules.
   c. Disable unnecessary services in order to protect the system from unnecessary access and a potential exposure point by a malicious attacker. Examples include File Transfer Protocol-FTP (a protocol used for transferring files to a remote location) and Telnet (allowing a user to issue commands remotely). Additionally, use of protocols that transmit data in the clear (such as default ZigBee) should be avoided, in favor of protocols that are encrypted.
   d. Close unnecessary open ports to secure against unprivileged access.
   e. Monitor and free web applications and supporting servers of common vulnerabilities in web applications, such as those identified by the (Open Web Application Security Project (OWASP) Top 10 Project (https://www.owasp.org/index.php/Category:OWASP_Top_Ten_Project).
   f. Enforce Least Privilege, where proper permissions are enforced on a device or application so that a malicious attacker cannot gain access to all data. Enforcing Least Privilege will only allow users to access data they are allowed to see. Additional information can be found at https://www.beyondtrust.com/blog/entry/what-is-least-privilege.
   g. Protect against Insufficient User Access Auditing, where device or application does not have a mechanism to log/track activity by user. Enforce changing of factory default Username and Password to prevent unauthorized entry into the BACS system.
   h. Use updated antivirus software subscription at all times. Kaspersky-branded products or services, prohibited from use by the Federal Government, are not to be utilized.

   i. Conduct antivirus and spyware scans on a regular basis. Patching for workstations and server Operating System (OS), as well as vulnerability

patching should follow standard industry best practices for software development life cycle (SDLC).

j. Discontinue the use of end of life (EOL) systems and use only applications/systems that are supported by the manufacturer.
k. Operating Systems must be supported by the vendor for security updates (e.g., do not use Windows Server 2003).
l. Proposed standard installation, operation, maintenance, updates, and/or patching of software shall not alter the configuration settings from the approved United States Government Configuration Baseline (USGCB) or tenant agency guidance (if applicable).
m. Disallow the use of commercially provided circuits to manage building systems and install building systems on a protected network, safeguarded by the enterprise firewalls in place. Workstations or servers running building monitor and control systems are not connected and visible on the public internet.
n. Systems should have proper system configuration hardening and align with Center for Internet Security (CIS) benchmarks or other industry recognized benchmarks. Additional information can be found at https://www.cisecurity.org/cis-benchmarks/.

VA SECURITY REQUIREMENTS - FACILITY SECURITY LEVEL IV

THESE PARAGRAPHS CONTAIN ADDITIONAL SECURITY REQUIREMENTS, AND, UNLESS INDICATED OTHERWISE, ARE TO BE PRICED AS PART OF THE RENTAL RATE (SHELL) OR THE TENANT IMPROVEMENTS (TI). MAINTENANCE COSTS ARE TO BE INCLUDED IN THE OPERATING RENT.

NOTE THAT ITEMS IDENTIFIED AS "SHELL" REPRESENT A LESSOR'S OBLIGATIONS OR THE GOVERNMENT'S RIGHTS AND ARE NOT NECESSARILY ITEMS TO BE CONSTRUCTED.

DEFINITIONS:
Definitions are the same as those used in the Lease unless re-defined in these Security Requirements.

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 patient records and data, or any area that houses medical, mental, or other items or services that require patient privacy. Also included are police areas, pharmacy, medication rooms and OI&T spaces. Sensitive areas are primarily housed within Government controlled space.

DESIGN-BASIS THREAT – The Design-Basis Threat (DBT) is the profile and estimate of the threats to a Government facility across a range of specific undesirable events, and serves as the basis for determining appropriate security standards. The Lessor's technical consultant(s) shall work in conjunction with the Department of Veterans Affairs (VA) to apply the DBT to the post-award risk assessment. The risk assessment identifies recommended countermeasures and security design features that achieve the minimum baseline level of protection (LOP) for a particular facility. The baseline level of protection may be further customized to address facility-specific conditions. The Lessor is responsible for providing countermeasure provisions outlined in this FSL document, as well as for additional items identified during the post-award risk assessment. Any additional countermeasures identified during this assessment shall be priced as TI.

ADDITIONAL INFORMATION ON THE INTERAGENCY SECURITY COMMITTEE (ISC) RISK MANAGEMENT PROCESS IS AVAILABLE HERE.

Video Surveillance System (VSS) is widely used throughout industry and the federal government. It covers both analog and digital systems and is referenced in the Department of Homeland Security (DHS) Science and Technology Digital Video Quality Handbook.

1.0 SITE SECURITY CRITERIA

1.1 IDENTIFICATION AS FEDERAL FACILITY: (SHELL)

ISC LOP IV: Signage identifying a VA facility as a federal facility shall be posted clearly and prominently to accommodate patient access in accordance with VA Signage Design Guide.

1.2 LANDSCAPING: (SHELL)

ISC LOP IV: Minimize areas of concealment in and around facilities. Establish a clear zone around barriers or fences and restrict landscaping from obstructing views of the security force and VSS; or interfering with lighting or Intrusion Detection System (IDS).

1.3 PEDESTRIAN ACCESS TO SITE: (SHELL)

ISC LOP IV: Install fence, landscaping, or other barriers to channel pedestrians to authorized areas or entrances.

1.4 VEHICLE ACCESS POINTS: (SHELL)

ISC LOP IV: Limit the number of vehicle access points and provide VSS coverage at each access point.

1.5 SITE LIGHTING: (SHELL)

- ISC LOP IV: Install exterior lighting at entrances, exits, parking lots, garages, VSS locations, and walkways from parking areas to entrances.
- All lighting design decisions should also support Crime Prevention Through Environmental Design (CPTED) goals and enhance environmental design factors (e.g., post-incident investigation, personnel identification, natural surveillance activities).
- Lighting should be sufficient to:
  - Illuminate potential areas of concealment.
  - Enhance the observation of security force patrols.
  - to ensure VSS video images can be used to identify a clear description of a person and any activity they may be engaged in; and
  - Provide for the safety of personnel moving between adjacent parking areas, streets, alleyways, and around the facility.

- For lighting assessment procedures and minimum lighting levels in other areas, refer to the Illuminating *Engineering Society (IES) Security Lighting Handbook G-1-03.*
- There should be no foliage blocking the light from illuminating the desired area.

1.6 RESTRICTED AREAS OR SIGNIFICANT AREAS AND ASSETS: (SHELL)

ISC LOP IV: Provide fences, walls, gates, or other barriers to prevent unauthorized access to restricted areas and monitor with VSS. Use high security locks, access control and IDS.

- Restricted areas or significant areas and assets include but are not limited to:
  - Utility connections.
  - Loading docks.
  - Emergency power supplies.
  - Hazardous materials storage.
  - HVAC and their intakes; and
  - Exterior access to critical or sensitive rooms (e.g., telecom and information technology (IT) resources).

1.7 SIGNAGE – SENSITIVE AREAS: (SHELL)

ISC LOP IV: Lessor shall not post signs that identify sensitive areas, unless required by other standards/codes. Avoid marking outside locations such as air intakes, fuel supply valves, gas or power distribution locations, evacuation assembly areas, etc.

1.8 CONTROL OF PARKING: (SHELL)

ISC LOP IV: Restrict access to underground/in-building parking and onsite surface or structured parking to authorized vehicles and personnel.

1.9 AUTHORIZED PARKING: (SHELL)

ISC LOP IV: Limit parking to employee vehicles, screened visitor vehicles, and approved government vehicles.

1.10 VEHICLE ACCESS TO CONTROLLED PARKING: (SHELL)

ISC LOP III: Provide vehicle barriers to protect parking entrances from penetration by a vehicle meeting the DBT:

- Entrance to staff parking areas shall be equipped with vehicle gates to prevent unauthorized vehicle access. Gates controlling vehicles may include, but are not limited to, barriers (drop arm/wedge), garage style doors, and traditional chain link fences.

1.11 VEHICLE BARRIERS: (SHELL)

- ISC LOP Level IV: Provide vehicle barriers to protect pedestrian and vehicle access points, and critical areas/utilities from penetration by a vehicle meeting the DBT.
  - The type and size should be utilized to support the kinetic energy calculations < Kinetic Energy (KE) = 0.5 * Mass (m) Velocity (v)2 >

necessary to determine the minimum crash rating necessary for protection. Practitioners should utilize locally developed threat information indicating a deviation from the DBT vehicle characteristics.

- Reduce Straight Avenues of Approach for Vehicle Paths:
  - Use a vehicle velocity that considers the angle of incidence in conjunction with the distance between the perimeter and the point at which a vehicle likely would be able to start a run at the perimeter. Design site circulation to prevent high-speed approaches by vehicles and use barriers or offset vehicle entrances from the direction of a vehicle's approach to force a reduction in speed. Appropriate measures for the barrier system may include walls, fences, trenches, berms, ponds and water basins, boulders, plantings, trees, static barriers, sculptures, and street furniture.
- Maximum clear spacing between vehicle barriers is four feet. Minimum barrier height is 30 inches. Agency standards may require additional height.
- Barriers must be certified to meet performance requirements for vehicle size and speed specific to the facility under ASTM F 2656-18, Standard Test Method for Crash Testing of Vehicle Security Barriers,

1.12 VEHICLE SCREENING: (SHELL)

ISC LOP IV: The Government may select to Screen vehicles before entry into the controlled parking area.

- The lessor shall provide adequate lighting in screening area to illuminate the vehicle exterior and undercarriage. Provide adequate lighting in screening area to illuminate the vehicle exterior and undercarriage. Provide VSS coverage of the screening area. When possible, use barrier systems to ensure vehicles cannot pass beyond the screening checkpoint until cleared (e.g., sally port configurations or offsite screening containment locations).

Site configuration permitting, vehicle inspection areas should be located beyond the setback distance. The setback distance is determined as part of determining the LOP (a combination of hardening and setback to defeat the DBT) to "Blast Protection – Windows," "Blast Protection –Façade," and "Blast Resistance – Progressive Collapse."

1.13 PEDESTRIAN ACCESS TO CONTROLLED PARKING AREAS: (TI)

ISC LOP IV (TI): Monitor pedestrian access to parking areas utilizing VSS. Provide barriers to restrict pedestrian access into parking areas to authorized entry points.

1.14 HAZARDOUS MATERIALS (HAZMAT) STORAGE: (TI)

ISC LOP IV (TI): Locate HAZMAT storage in a restricted area away from loading docks, entrances, and uncontrolled parking. Monitor storage area utilizing security force, IDS, and/or VSS. Control access to areas.

1.15 RECEPTACLE AND CONTAINER PLACEMENT: (SHELL)

ISC LOP IV (SHELL): Position trash containers, mailboxes, donation/recycle containers, vending machines, etc., away from building exterior and entry points, or implement blast containment measures to mitigate an explosion.

2.0 STRUCTURE SECURITY CRITERIA

2.1 BLAST RESISTANCE-WINDOWS: (SHELL)

ISC LOP IV: Use a combination of protected setback and window glazing or treatments to achieve a Low Hazard Rating in accordance with ASTM F2912-17 (Standard Specification for Glazing and Glazing Systems Subject to Air blast Loadings) in response to the DBT.

For new construction projects and major rehabilitation projects over 100,000 GSF, where blast engineering is required, a blast engineer with formal training in structural dynamics and demonstrated experience with accepted design practices for blast-resistant design must be included as a member of the design team.

- Preferred glazing systems include thermally tempered heat-strengthened or annealed glass with a fragment retention film installed on the interior surface and attached to the frame; or laminated thermally tempered, laminated heat-strengthened, or laminated annealed glass.
  - New glazing systems at the Low or higher LOPs shall be designed with a minimum ½-inch bite.
- Unacceptable systems include untreated monolithic annealed or heat-strengthened glass and wire glass.
- Reference the current DBT, unless device size is superseded by an agency-specific threat assessment. Device location is the closest possible point to the setback with the DBT device.

2.2 BLAST RESISTANCE: FAÇADE AND STRUCTURE: (SHELL)

ISC LOP IV (SHELL): Use a combination of setback, site planning, façade hardening, and structural measures to provide a Level of Protection II in accordance with ASCE 59.

Façade protection includes:

- Medium Façade Protection: Moderate damage, repairable. The facility will sustain a significant degree of damage, but the structure should be reusable. Assets may be damaged. Building elements other than major structural members may require replacement.
- High Façade Protection: Minor damage, repairable. The facility or protected space may globally sustain minor damage with some local significant damage possible. Assets may receive minor damage.

Unless otherwise directed by the FSC or tenant representative for single tenant facilities, while 100% is desired, a common goal is to have 90% of the façade in the facility fully meeting the performance.

For new construction projects and major rehabilitation projects over 100,000 GSF, where blast engineering is required, a blast engineer with formal training in structural dynamics and demonstrated experience with accepted design practices for blast-resistant design must be included as a member of the design team.

Existing buildings do not need to comply with these recommendations unless undergoing major facade and/or window modifications.

Unreinforced masonry is unacceptable. Pre-stressed concrete is not very ductile and may not be appropriate where load reversals may occur.

2.3 BLAST RESISTANCE: PROGRESSIVE COLLAPSE: (SHELL)

ISC LOP IV: For buildings four stories and higher, use a combination of setback, site planning, façade hardening, and structural measures to prevent progressive collapse from the DBT or the loss of any single exterior column or load bearing wall, whichever scenario is less severe. Interior columns shall also be considered in buildings with an uncontrolled lobby.

2.4 BLAST RESISTANCE – UNDER BUILDING PARKING: (SHELL)

ISC LOP IV: Under building parking is prohibited.

2.5 BURGLARY RESISTANCE OF WINDOWS AND GLASS DOORS: (SHELL)

ISC LOP IV: (SHELL) No operable windows within 16 feet of the ground or other access point. Monitor via IDS.

2.6 WALLS AND NON-WINDOW OPENINGS: (SHELL)

ISC LOP IV: Protect non-window openings such as mechanical vents and exposed plenums to resist forcible entry.

- Forced entry resistance will be uniform around the perimeter and the façade of the building.
- Interior walls of secure or restricted areas (IT Closets, Armory, Police Operations and Pharmacy) shall be monitored via IDS.

2.7 WINDOWS IN CTRICIAL AREAS- BALLISTIC PROTECTION: (TI)

ISC LOP IV: Prevent visual observation from the exterior into critical exterior offices.

2.8 PROTECTION OF AIR INTAKES: (SHELL)

ISC LOP IV: Provide emergency shutdown, SIP, and evacuation procedures. Place air intakes on rooftop or on wall at least 30 feet or three stories above grade.

2.9 ISOLATED VENTILATION SYSTEMS: (SHELL)

ISC LOP IV: Provide separate isolated HVAC systems in lobbies, loading docks, mailrooms, and other locations susceptible to CBR attack that are isolated from other building areas. Ensure the envelope of the isolated loading docks and mailrooms are full-height construction and are sealed to the floor, roof, or ceiling above.

2.10 HVAC CONTROL: (SHELL)

ISC LOP IV: Install a one-step shutoff and exhaust system for air handlers. Control movement of elevators, and close applicable doors and dampers to seal building. Provide an emergency response module to the buildings energy management system to switch the system to a prescribed emergency response mode. Develop written procedures for the emergency shutoff of exhaust and air handling systems.

2.11 CBR DETECTION TECHNOLOGY: (SHELL)

ISC LOP IV: No special measures required.

2.12 BIOLOGICAL FILTRATION – GENERAL BUILDING: (SHELL)

ISC LOP IV: Use a MERV 13 particulate filter on all AHUs, including the supply air stream for recirculating AHUs.

2.13 BIOLOGICAL FILTRATION – LOBBIES AND MAILROOMS: (SHELL)

ISC LOP IV: Use a MERV 13 particulate filter on all AHUs, including the supply air stream for recirculating AHUs in mailrooms and lobbies.

2.14 CHEMICAL FILTRATION: (SHELL)

ISC LOP IV: No special measures required.

2.15 SECURITY OF VENTILATION EQUIPMENT AND CONTROLS: (SHELL)

ISC LOP IV: Provide IDS coverage and access control into ventilation equipment and control rooms.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- To ensure HVAC system operation cannot be disrupted by someone physically accessing the controls, HVAC equipment shall be located in a secure area with access limited to authorized staff.

2.16 LOCATION OF UTILITIES AND FEEDERS: (SHELL)

ISC LOP IV: Critical Systems (e.g., mechanical, electrical, utility rooms; HVAC vents; emergency generator) shall be located at least 25 feet from the building loading docks, entrances, mailrooms, personnel and package screening locations, and uncontrolled parking areas, or, alternatively, Lessor shall protect critical Building system areas in accordance with the post-award DBT analysis by implementing sufficient standoff, hardening, and venting methods.

2.17 SEPARATION OF EMERGENCY AND NORMAL POWER DISTRIBUTION: (SHELL)

ISC LOP IV: Install emergency and normal power distribution systems (including electric panels, conduits, and switchgears) at least 25 feet apart.

2.18 EMERGENCY GENERATOR PROTECTION: (SHELL)

ISC LOP IV: Generator shall be secured against unauthorized access and locate the emergency generator and fuel tank at least 25 feet away from loading docks, entrances, and parking, or implement standoff, hardening, and venting methods to protect utilities from the DBT at these locations.

- The generator shall not be located in any areas that are prone to flooding.
- More secure locations include the roof, protected grade level, and protected interior areas. VSS, electronic Physical Access Control, and IDS coverage shall be utilized (TI).
- Provisions for securing any refueling and shutoff valves in fuel lines within or in close proximity to the building must be addressed.

2.19 PROTECTION OF WATER SUPPLY: (SHELL)

ISC LOP IV: Secure handles, control mechanisms, and service connections at onsite publicly accessible locations with locks or other anti-tamper devices.

2.20 BLAST RESISTANCE – INTERIOR PUBLIC SPACES: (SHELL)

ISC LOP IV: Utilize hardening and venting methods to prevent progressive collapse and limit air blast injuries in adjacent areas from the DBT in an area accessible to unscreened persons. Significant structural damage to the walls, ceilings, and floors of the public area may occur; however, the adjacent areas should not experience severe damage or collapse.

Explosive device location(s) for design purposes is the closest possible point where a device that meets the DBT threat could be hidden from view. Use these locations to design structural elements. Consider other protective measures to prevent access with the DBT device, such as screening prior to entry.

2.21 BLAST RESISTANCE – MAIL SCREENING AND RECEVING LOCATIONS: (SHELL)

ISC LOP IV: Utilize hardening and venting methods to prevent progressive collapse and limit air blast injuries in adjacent areas from the DBT in a mail

screening or receiving area. Significant structural damage to the walls, ceilings, and floors of the mailroom/ receiving area may occur. However, the adjacent areas should not experience severe damage or collapse.

3.0 FACILITY ENTRANCE SECURITY CRITERIA

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.

3.1 BADGE IDENTIFICATION (ID) SYSTEM: (SHELL)

ISC LOP IV: The Lessor and his/her contractors shall be required to wear a photo ID to be visible at all times when in Government-controlled space.

3.2 REGULATORY SIGNAGE: (SHELL)

ISC LOP IV: Lessor shall post necessary regulatory, statutory, and/or site-specific signage per the VA Signage Design Guide.

3.3 EMPLOYEE ACCESS CONTROL: (SHELL)

ISC LOP IV: Provide a means to secure employee entrance doors and to verify the identity of persons requesting access prior to allowing entry in the facility by physical or electronic means.

- When it is determined an electronic Physical Access Control System (ePACS) is to be installed, procurement and installation must comply with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.

3.4 VISITOR ACCESS CONTROL: (SHELL)

ISC LOP IV: Visitors (Lessor contracted maintenance personnel) to nonpublic areas shall be sponsored by a tenant and either approved for unescorted access or escorted at all times.

- Entrances are open to the public during business hours.
- The Government reserves the right to verify the identity of persons requesting access to the Government-controlled Space prior to allowing entry.

3.5 OCCUPANT SCREENING: (SHELL)

ISC LOP IV: Use X-ray and metal detector to screen all occupants and their property that do not possess an acceptable ID for access to the facility.
The Government shall establish a list of prohibited items, including potential weapons, that shall apply to all building tenants and visitors. Magnetometers and

X-ray machines will be installed, tested (on a daily basis), and maintained by the Government at the public entrance(s). 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 in a manner to minimize queuing. 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.

3.6 VISITOR SCREENING: (SHELL)

ISC LOP IV: Lessor shall accommodate the screening of all visitors and their property using X-ray and metal detector by the VA. VA will establish a list of prohibited items, including potential weapons.

3.7 BALLISTIC PROTECTION AT SCREENING LOCATIONS: (SHELL)

ISC LOP IV: Provide a ballistic protective system (barrier) in the utilization of guard stations, consoles, booths, desks, or podiums where armed security forces and other security personnel are stationed when interacting with unscreened personnel.

Refer to DBT weapon use case scenarios or facility-specific threat and Underwriters Laboratory (UL) 752 Ballistic Standards. VA assessment will determine level of ballistic protection required. Barriers should match the NIJ standards for the ammunition being utilized by the security force at a minimum. Ballistic barriers should include walls and not just the glass if utilizing a booth.

3.8 LOBBY QUEUING: (SHELL)

ISC LOP IV: Minimize queuing caused by screening, visitor processing, and access control system throughput. Protect window and door glass in accordance with blast resistance for windows.

3.9 AFTER-HOURS ACCESS CONTROL (SHELL)

ISC LOP IV: All employees, contractors, and visitors shall sign in and sign out electronically or on a building register after-hours.

- All Government employees, under this lease, shall be allowed access to the leased space (including after-hours access).

3.10 LIMIT BUILDING ENTRY POINTS: (SHELL)

ISC LOP IV: 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.

3.11 ENTRANCE CO-LOCATION: (SHELL)

ISC LOP IV: Create separate flow patterns for employees and visitors at entrances.

3.12 PERIMETER DOORS AND DOOR LOCKS: (SHELL)

ISC LOP IV: Secure government space perimeter doors with non-removable hinges and high-security mechanical or electronic locks.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- Hinge pins located on the unsecured side of perimeter and critical interior doors must be designed to preclude door removal.
- Ensure magnetic locks have at least 1,200 pounds of shear holding power.
- Electric strikes must meet all specifications of UL Standard 1034, Burglary-Resistant Electric Locking Mechanisms. For more information on electric strikes, refer to American National Standards Institute (ANSI) A156.25.
- Door strikes should not allow the dead latch to be in the fully extended position when the door is closed.
- Entrance Doors shall be capable of being remotely locked and unlocked from the reception desk or other designated position.

3.13 CONTROL OF KEYS AND ACCESS MEDIA: (SHELL)

ISC LOP IV: The Government reserves the right to implement a formal key control program. The Lessor shall have a means of electronically disabling lost or stolen access media.

3.14 EMPLOYEE CONVENIENCE DOOR: (SHELL)

ISC LOP IV: The Lessor shall ensure staff entrances are located independently of main entrance lobbies and be convenient to staff parking.

- Provide electronic access control for employee entry doors without a security force post (including after-hours access) in conjunction with VSS coverage.

3.15 EMERGENCY EXIT DOORS: (SHELL)

ISC LOP IV: Secure emergency exit doors using an automatic door closer and exit hardware that are compliant with NFPA Life Safety Code and applicable standards. Monitor all emergency exits via visual, electronic, or audible means.

- Electronic locks on perimeter doors must be fail-secure, and electronic locks on interior doors must be fail-safe, if such measures do not conflict with applicable fire and safety codes.

- Emergency exit door hardware at all levels shall have audible annunciators to provide notification of door use.
- If the door is monitored by IDS, the door shall be on a 24-hour zone and never disarmed.
- Signs designating the door to be only used in an emergency and the notification of the alarm shall be posted on the door in a very visible location.
- If an emergency exit is part of a security tour, then it is recommended that access control be placed on the door that will temporarily disarm IDS or other types of alarm to allow passage.

3.16 DELAYED EGRESS: (SHELL)

ISC LOP IV: Use delayed egress hardware at emergency exits from critical or sensitive areas if fire code allows.

- Delayed egress doors shall be used in areas where egress would need to be delayed until security forces can respond and/or VSS coverage can adequately record the event.
- Delayed egress shall be used for such applications as money transaction areas.

4.0 INTERIOR SECURITY CRITERIA

4.1 SPACE PLANNING: (SHELL)

ISC LOP IV: Locate critical systems and areas at least 25 feet away from loading docks, entrances, mailrooms, personnel and package screening locations, and uncontrolled parking, or implement standoff, hardening and venting methods to protect critical areas from the DBT at these locations.

4.2 ACCESS TO NON-PUBLIC AREAS (PROVIDER AREAS): (TI)

ISC LOP IV: Use signage, walls, and electronic access control to establish physical boundaries to control access to non-public areas such as exam rooms and provider offices.

- The Lessor will create a protected partition between the leased space lobby and the non-public provider area.
- The doors leading to the non-public area will meet the same specifications as the perimeter. The doors will have electronic locks to allow escorted visitors into the non-public space.

4.3 SECURITY OF CRITICAL AREAS (i.e., PHARMACY or TELECOM ROOMS): (TI)

ISC LOP IV: Install electronic access control, VSS and IDS to control and monitor access into critical areas such as pharmacy, Network Rooms/IT Closets, etc.

- Access to government space shall be managed by installing compliant Physical Access Control in compliance with OMB policy M-05-24, NIST SP-800-116-1, and all other applicable standards established by OMB, NIST, and the OCIO Council.
- For Pharmacy: Interior wall separating pharmacy from public area must meet 15-minute forced entry resistant construction and extend from slab to slab.

4.4 BUILDING SYSTEMS AND ROOF ACCESS: (SHELL)

ISC LOP IV: Secure utility, mechanical, electrical, and telecom rooms, and access to interior space from the roof using electronic access control and IDS.

4.5 PUBLICLY ACCESSIBLE RESTROOMS: (SHELL)

ISC LOP IV: When public access to restrooms is allowed, the level of protection afforded by the boundaries with nonpublic areas should be commensurate with the risk to each nonpublic area (see Access to Nonpublic Areas).

4.6 PUBLICLY ACCESSIBLE RETAIL AND MIXED-USE SPACE: (SHELL)

ISC LOP IV: Accommodate publicly accessible retail and mixed uses through such means as controlling access, screening, and security force.

4.7 INTERIOR WINDOWS: (TI)

ISC LOP IV: Provide tempered or high- strength glass if determined necessary by blast consultant and DBT.

No special measures required if the DBT device for Vehicle-borne Improvised Explosive Devices (VBIED) and hand-carried external events (see DBT) would not create pressures greater than one psi on interior windows (due to setback and other protective measures). This does not apply to lobby/screening areas (see Ballistic Protection for Screening Locations)

4.8 552.270-34 ACCESS LIMITATIONS FOR HIGH-SECURITY LEASED SPACE (GOVERNMENT SPACE): (SHELL)

The Lessor, including representatives of the Lessor's property management company responsible for operation and maintenance of the leased space, shall not—

(1) Maintain access to the leased space; or

(2) Have access to the leased space without prior approval of the authorized Government representative.

Access to the leased space or any property or information located within that Space will only be granted by the Government upon determining that such access is consistent with the Government's mission and responsibilities.

Written procedures governing access to the leased space in the event of emergencies shall be documented as part of the Government's Occupant Emergency Plan, to be signed by both the Government and the Lessor.

5.0 SECURITY SYSTEMS CRITERIA

5.1 VSS COVERAGE: (TI)

ISC LOP IV: Provide VSS coverage of screening checkpoints, exits, loading docks, lobbies, facility perimeter, parking areas, sensitive interior areas, personnel entrances, stairwells, vehicle entrances, and other potential access points.

- VA Police will designate a purpose and goal for each security camera installed and verify/test that the VSS is designed to meet the physical security needs of the space and occupants.
- The lessor shall design, install, and maintain the VSS.
- Technical review of the proposed system shall be coordinated with the VA security representative, and the direction of the Contracting Officer, prior to completion of the CD's, as well as prior to installation. VSS system testing, and acceptance shall be conducted by the VA prior to occupancy.
- The Lessor shall comply with FAR 52.204-25: Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services of Equipment (NOV 2021). See https://www.acquisition.gov/far/part-52#FAR_52_204_25

5.2 VSS MONITORING AND RECORDING: (TI)

ISC LOP IV: Record CCTV views using a digital medium.

- Firmware and software updates from the manufacturer should be installed as soon as possible to prevent any breach.
  - A chain of custody and written procedures for evidence retrieval must be developed (contact isfubgroup@tswg.gov for a publication on Best Practices for the Retrieval of Video Evidence from Digital VMS Systems or visit www.tswg.gov).
  - The need for disaster recovery and remote operational capability, including offsite storage of data, should be considered when designing the VSS.
- The images shall be recorded at a minimum rate of 15 frames per second on digital media.
  - Motion recording with conditional refresh is recommended to reduce bandwidth and storage challenges. External entrance/exit cameras and any cameras covering significant areas or assets

(identified during the risk assessment) should record at all times. Recorded images should be at the camera's maximum resolution.
- Edge recording capabilities should be considered when network bandwidth or network outages are a concern.
- Storage:
  - Surveillance video must be stored for 90 days.

5.3 SECURITY CONTROL CENTER: (SHELL)

ISC IV: Provide an onsite central security control center.

5.4 VSS SURVEILLANCE ADVISORY: (SHELL)

ISC LOP IV: When VSS is utilized, post signage at the entrance of the location.
- Post signs at entrances to the site, facility, parking garages, etc., where VSS coverage exists.
- Signs should be large enough to be noticed, placed in an easily seen location, and have both words and pictures indicating video surveillance is being conducted at the location.

5.5 INTRUSION DETECTION SYSTEM (IDS) COVERAGE: (TI)

ISC LOP IV: Provide IDS on perimeter entry and exit doors and all windows within 16 feet of the ground or other access.

Provide a separate IDS partition for all rooms where VA IT network equipment is kept. Provide a separate IDS partition for the police operations area when included in the program. Provide a separate IDS partition for the Armory when included in the program. Provide a separate IDS partition for the Pharmacy when included in the program. Provide a separate IDS partition for the Pharmacy Vault when included in the program.
- The Lessor shall design, install, and maintain the IDS system. Technical review of the proposed system shall be coordinated with the VA security representative, at the direction of the Lease Contracting Officer, prior to completion of the CDs, and prior to installation. System testing and acceptance shall be conducted by the VA prior to occupancy.
- UL 2050 Listed intrusion detection equipment is required. Initial installation should include validation (testing) of the entire system, including monitoring center notification and connected equipment.
- The following descriptions are provided as benchmarks in considering the appropriate system technologies. An access control system can serve as an IDS as long as it meets the IDS details listed here and has provisions for monitoring (see IDS Monitoring).
- Entry Doors will have:
  - Magnetic switch; and
  - Alarm system keypad (at main employee entrance).

        - Motion Sensor coverage (passive infrared sensor (PIR), microwave, ultrasonic, or similar device).
    - Windows and other openings greater than 96 square inches:
        - Glass-break detector; and
        - Magnetic switches or shock sensors.
        - Non-opening windows should utilize glass break detectors and/or motion sensor coverage.
    - Installation Practices: No matter the system type listed above the following installation practices should be used:
        - All IDS devices should be on a supervised circuit.
        - End-of-line resistors for supervision must be placed in the individual sensor and not in the alarm panel.
        - Alarm panels should be in a locked tamper-proof container with a tamper switch.
        - Alarm panels should be located in a locked area that is only assessable to authorized individuals. Area should be protected by IDS.
        - External facility entrances and high-security applications should be designed in a multi-layered approach (e.g., doors that have magnetic or balanced magnetic switches should also be protected with a motion sensor).
        - Zoning – Each alarm sensor or alarm point should have its own zone. This will help with troubleshooting alarm points and response to alarms.
        - Double doors – Double doors or split doors should be zoned on each leaf, not both doors on one zone.
        - Cross zoning (the requirement of two or more sensors to be activated in a specific amount of time before activating an alarm) should be avoided.
        - Garage doors – Garage doors should have a sensor on each side to prevent the lifting on one side without an alarm.
        - Accessible external facility openings that are 96 square inches or more should be alarmed.
        - Door contacts should be installed on the opening side of the door and should not allow the door to open far enough to provide the ability to tamper with the contact inside the door without going into alarm.

5.6 INTRUSION DETECTION SYSTEM (IDS) MONITORING: (SHELL)

ISC LOP IV: Monitor at an onsite central station during operating hours, and offsite after hours, with response by law enforcement or security responders.

5.7 DURESS ALARMS OR ASSISTANCE STATIONS: (TI)

ISC LOP IV: Provide duress buttons or call buttons at security force posts, sensitive public contact areas, in garages, and other areas that are identified as high-risk locations.

Locations: All reception/transaction counters and windows, shared medical appointments rooms, group therapy rooms and large multi-purpose rooms.

- Duress devices shall be concealed from the public and shall annunciate for an immediate response.
- System owner will perform monthly testing of duress buttons and perform required maintenance; system owner will provide documentation at the request of the VA.
- If batteries are utilized to power the alarm, the batteries should be replaced yearly and documented.
- Duress Alarm system and design will be approved by VA Police during design or prior to installation.

5.8 SECURITY SYSTEM INTEGRITY: (SHELL)

ISC LOP IV: Secure alarm and physical access control panels, VSS components, controllers, and cabling against unauthorized access.

5.9 SECURITY COMMUNICATIONS: (SHELL)

ISC LOP IV: Provide a centralized radio network for security force personnel.

5.10 BUILDING COMMUNICATION SYSTEM: (TI)

ISC LOP IV (TI): Provide a communication system for security and emergency announcements.

5.11 EMERGENCY POWER FOR SECURITY SYSTEMS: (TI)

ISC LOP IV (TI): Provide uninterruptible emergency power to essential electronic security systems for a minimum of four hours.

5.12 SECURITY SYSTEM TESTING: (SHELL)

ISC LOP IV: (SHELL): Lessor shall conduct security system performance testing annually and provide documentation to VA.

5.13 SECURITY SYSTEM MAINTENANCE: (SHELL)

ISC LOP IV (SHELL): Implement a preventive maintenance program for all security systems. Any critical component becomes inoperable for service must be replaced or repaired within 24 hours.

- Failure by the Lessor to provide sufficient replacement measures within the timeframe identified may result in the VA providing guard service, the cost of which must be reimbursed by the Lessor.

6.0 SECURITY OPERATIONS AND ADMINISTRATION

6.1 FACILITY SECURITY PLAN: (SHELL)

ISC LOP IV: Lessor shall develop a written Facility Security Plan in conjunction with VA that identifies security responsibilities, emergency contacts, response procedures for incidents, and contingency plans for temporary upgrades in accordance with the National Terrorism Advisory System. Plan shall be submitted to VA for review and approval prior to lease acceptance.

6.2 PROTECTION OF CONSTRUCTION INFORMATION: (SHELL)

ISC LOP IV: Limit access to construction documents to those persons with an established need-to- know.

6.3 SECURITY DURIGN CONSTRUCTION AND RENOVATION (SHELL)

ISC LOP IV: Develop and implement a Construction Security Plan.

7.0 CYBERSECURITY

7.1 FACILITY CYBERSECURITY REQUIREMENTS (SHELL)

A. Lessors are prohibited from connecting any portion of their building and access control systems (BACS) to any federally owned or operated IT network. BACS include systems providing fire and life safety control, physical access control, building power and energy control, electronic surveillance, and automated HVAC, elevator, or building monitoring and control services (including IP addressable devices, application servers, or network switches).

B. In the event of a cybersecurity incident related to BACS, the Lessor shall initially assess the cyber incident, identify the impacts and risks to the building and its occupants, and follow their organization's cyber and IT procedures and protocols related to containing and handling a cybersecurity incident. In addition, the Lessor shall immediately inform the Lease Contracting Officer's (LCO's) designated representative, i.e., the Lease Administration Manager (LAM), about cybersecurity incidents that impact a federal tenant's safety, security, or proper functioning.

C. Lessors are encouraged to put into place the following cyber protection measures to safeguard facilities and occupants:

1. Engineer and install BACS to comply with the Department of Homeland Security Industrial Control Systems Computer Emergency Response Team (DHS ICS-CERT) cyber security guidance and recommendations (https://ics-cert.us-cert.gov/Recommended-Practices).
2. Refer to the National Institute of Standards and Technology Cyber Security Framework (NIST-CSF) (https://www.nist.gov/cyberframework) and cybersecurity guidance in the DHS Commercial Facilities Sector-Specific Plan (https://www.dhs.gov/publication/nipp-ssp-commercial-facilities-2015) for best practices to manage cyber risks.

3. Encourage vendors of BACS to secure these devices and software through the following:
   a. Develop and institute a proper Configuration Management Plan for the BACS devices and applications, so that the system can be supported.
   b. Safeguard sensitive data and/or login credentials through the use of strong encryption on devices and applications. This means using NIST- approved encryption algorithms, secure protocols (i.e., Transport Layer Security (TLS) 1.1, TLS 1.2, TLS 1.3) and Federal Information Processing Standard (FIPS) 140-2 validated modules.
   c. Disable unnecessary services in order to protect the system from unnecessary access and a potential exposure point by a malicious attacker. Examples include File Transfer Protocol-FTP (a protocol used for transferring files to a remote location) and Telnet (allowing a user to issue commands remotely). Additionally, use of protocols that transmit data in the clear (such as default ZigBee) should be avoided, in favor of protocols that are encrypted.
   d. Close unnecessary open ports to secure against unprivileged access.
   e. Monitor and free web applications and supporting servers of common vulnerabilities in web applications, such as those identified by the (Open Web Application Security Project (OWASP) Top 10 Project (https://www.owasp.org/index.php/Category:OWASP_Top_Ten_Project).
   f. Enforce Least Privilege, where proper permissions are enforced on a device or application so that a malicious attacker cannot gain access to all data. Enforcing Least Privilege will only allow users to access data they are allowed to see. Additional information can be found at https://www.beyondtrust.com/blog/entry/what-is-least-privilege.
   g. Protect against Insufficient User Access Auditing, where device or application does not have a mechanism to log/track activity by user. Enforce changing of factory default Username and Password to prevent unauthorized entry into the BACS system.
   h. Use updated antivirus software subscription at all times. Kaspersky-branded products or services, prohibited from use by the Federal Government, are not to be utilized.
   i. Conduct antivirus and spyware scans on a regular basis. Patching for workstations and server Operating System (OS), as well as vulnerability patching should follow standard industry best practices for software development life cycle (SDLC).
   j. Discontinue the use of end of life (EOL) systems and use only applications/systems that are supported by the manufacturer.
   k. Operating Systems must be supported by the vendor for security updates (e.g., do not use Windows Server 2003).
   l. Proposed standard installation, operation, maintenance, updates, and/or patching of software shall not alter the configuration settings from the approved United States Government Configuration Baseline (USGCB) or tenant agency guidance (if applicable).

m. Disallow the use of commercially provided circuits to manage building systems and install building systems on a protected network, safeguarded by the enterprise firewalls in place. Workstations or servers running building monitor and control systems are not connected and visible on the public internet.
n. Systems should have proper system configuration hardening and align with Center for Internet Security (CIS) benchmarks or other industry recognized benchmarks. Additional information can be found at https://www.cisecurity.org/cis-benchmarks/.