GSA	**TENANT IMPROVEMENTS COST SUMMARY (TICS)**		
	ADDRESS:	**DATE SUBMITTED:**	
		ABOA SF=	
LESSOR:		**RENTABLE SF=**	

Masterformat CSI	**System Elements**		**TI***	**SHELL****
Div 1	General Requirements		$	$
Div 2	Site work & Demolition		$	$
Div 3	Concrete		$	$
Div 4	Foundations / Masonry		$	$
Div 5	Metals		$	$
Div 6	Woods & Plastics		$	$
Div 7	Thermal & Moisture		$	$
Div 8	Doors & Windows		$	$
Div 9	Finishes		$	$
Div 10	Specialties		$	$
Div 11	Equipment		$	$
Div 12	Furnishings		$	$
Div 13	Special Construction		$	$
Div 15	General Construction		$	$
Div 21	Fire Suppression		$	$
Div 22	Plumbing		$	$
Div 23	HVAC		$	$
Div 26.1	Electrical		$	$
Div 26.2	Lighting		$	$
Div 27	Communications, Security & Other Elec. Systems		$	$
Div 28.1	Electrical safety & Security		$	$
Div 28.2	Security		$	$
Div 32	Exterior		$	$
Subtotal	Trade Costs		$	$
	General Contractor Fee	Percent	$	$
Subtotal	Construction Costs		$	$
	Architectural & Engineering Fees (NIC DID costs)	lump sum	$	$
	Other Lessor Costs Established Under the Lease		$	$
Subtotal	Lessor's Costs:		**$**	**$**
	Lessor's Project Management Fee	Percent	$	
Total	**Price to Government:**		**$**	

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.

INITIALS: LESSOR: _____ & GOV'T: _____

Shell vs.Tenant Improvement Worksheet

Note: This tool shall serve as helpful guidance when checking construction bids.
For further guidance,check the Pricing Desk Guide Fifth Edition, Sections 2.4 and 2.5

Item Number	Bid Item	Include in Shell Rate	Include in TI Allowance	
1	Accessibility Requirements (ABAAS)	X		
2	Base Building – Complete base structure and building enclosure	X		
3	Ceiling - Above standard		X	
4	Ceiling – Acoustical w/ grid and lay in tiles	X		
5	Corridors - Circulation on multi-tenanted floors, fire egress on singe-tenanted floors	X		
6	Data – Conduit drops with pull string, cable trays		X	
7	Demolition	X		
8	Doors - Additional exterior requested by government (unless required for fire/life safety)		X	
9	Doors - Sidelights and frames		X	
10	Doors - Standard exterior, doors to lobbies, common areas, and core areas, including hardware and signage	X		
11	Doors - Suite entry or interior doors within tenant area, including hardware and signage		X	
12	Drawings - As-built floor plans	X		
13	Drawings - Construction Documents		X	
14	Drawings - Design Intent Drawings	X		
15	Drinking Fountains per RLP/Lease Standards	X		
16	Electrical – Furniture whip hook up		X	
17	Electrical - Main distribution for standard occupancy, switchboards, and panel boards (circuit breaker)	X		
18	Electrical – Supplemental power		X	
19	Electrical – Wiring and horizontal conduit including cable trays and hooks within the tenant agency's demised premises and to building core		X	
20	Electrical Outlets - All electrical, telephone, and data within government-demised area		X	
21	Electrical Outlets - Convenience and duplex utility in toilet rooms, corridors, and dispensing areas	X		
22	Elevators - Private, within tenant space		X	
23	Elevators - Freight, when required by agency in RLP/Lease	X		
24	Exits and access - Permanent entryway systems	X		
25	Fire Alarm - Building central system (as required by code)	X		
26	Fire Alarm – Wiring from building core to tenant agency space and then within tenant agency space; pull stations, strobes, and annunciators within the demised premises		X	
27	Flagpole	X		
28	Flooring - Carpet or resilient flooring (demised area only)		X	
29	Flooring - Raised access flooring		X	
30	Flush-out procedure - New air filtration media before occupancy	X		

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Item Number	Bid Item	Include in Shell Rate	Include in TI Allowance	
31	HVAC - Central HVAC systems, main and branch lines	X		
32	HVAC - Changes to open-plan HVAC distribution network to accommodate individual office layout		X	
33	HVAC - Special purpose areas		X	
34	HVAC - Supplemental cooling or heating		X	
35	HVAC - Zone controls and thermostats		X	
36	Indoor air quality during construction - Appropriate barriers if necessary	X		
37	Insulation	X		
38	Janitor Closets (with latchbolt)	X		
39	LEED - Any building shell modifications necessary for space to meet requirements of LEED-CI. Must coordinate building shell requirements with TI.	X		
40	Lighting - Changes to open-plan lighting pattern to accommodate individual office layout		X	
41	Lighting - Specialty or above building standard		X	
42	Lighting – Standard lighting fixtures (interior and parking)	X		
43	Millwork (i.e. cabinets, chair rails, and shelving)		X	
44	Painting - Shell Walls (see partitions)	X		
45	Painting - TI Walls (see partitions)		X	
46	Partitions - Demising (slab-to-slab)	X		
47	Partitions - Perimeter	X		
48	Partitions – Subdividing within demised area		X	
49	Permits - Building permits	X		
50	Permits - Occupancy permits	X		
51	Plumbing – in common areas (such as restrooms and janitor closets) including fixtures, and hot and cold water risers and domestic waste and vent risers	X		
52	Plumbing – fixtures within the demised premises and all lines connecting to the building core -except for common restrooms		X	
53	Powerpoles - Connection to furniture junction boxes		X	
54	Recycling - General	X		
55	Recycling - Required labor and equipment during construction (required if new construction or major improvements of existing building)	X		
56	Restrooms – building common restrooms or those required per RLP/Lease (based on distance to reach)	X		
57	Restrooms- private restrooms		X	
58	Seismic Enhancements	X		
59	Signage - Building Directory	X		
60	Signage - Exit Signage		X	
61	Signage - Tenant signage in common corridors and within demised area (excluding building directory)		X	
62	Sprinkler heads - repositioning to avoid conflict with layout, additional required by local code to meet agency's layout, or ceiling grid adjustments and repositioning of sprinkler heads to center of tiles		X	
63	Sprinklers - Heads and piping, escutcheon or trim plate	X		
64	Sprinklers - valves & controls	X		
65	Staircases - Private, within tenant space		X	

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Item Number	Bid Item	Include in Shell Rate	Include in TI Allowance	
66	Structural Enhancements – To accommodate non conventional loads		X	
67	Tele/data - Outlets, telephone and data jacks (ie junction boxes), with rings and pull strings, sealed conduit drops with pull strings, and horizontal conduit, including cable trays and hooks within the tenant agency's demised premises and to building core (or may be provided by tenant agency)		X	
68	Telecommunication Closet – Common to building, must meet specifications in RLP/Lease	X		
69	Utilities - Necessary for base building and tenant operations	X		
70	Utility meters - Provide and install separate meters (if lease is not fully serviced)	X		
71	Ventilation - Air filtration with filters	X		
72	Vestibules	X		
73	Wall Finishes - Elevators accessing government demised areas	X		
74	Wall Finishes - Hallways accessing government demised area	X		
75	Wall Finishes - Restrooms within building common areas	X		
76	Wall Finishes - Within government-demised area		X	
77	Window coverings - Blinds and Draperies		X	
78	Windows - Weathertight windows required in each exterior bay	X		

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