



MEMORANDUM

TO: Mike Buller, Deputy Executive Director

FROM: Doc Crouse, Director, Construction

DATE: September 4, 2013

RE: Proposed Anchorage LIO Renovation Exhibit A & B Review

LIO/Exhibit "A" Review Recommendations:

1. **Civil Narrative:** Provide a brief narrative regarding parking analysis from Lease Section 15.
2. **Architectural Narrative:** Provide a brief narrative to include proposed level of interior fixtures and finishes (paint, flooring, hardware, new signage, and window coverings). Provide brief narrative regarding sound transmission/attenuation measures from Lease Section 10 Acoustical Requirements. Include brief narrative regarding over-all energy efficiency.
3. **Mechanical Narrative:** Clarify application and responsibility/impact to owner and Lessee for exterior heated ramp and sidewalk snow-melt systems.
4. **Electrical Narrative:** Requirements from Lease Section 5: Clarify Code requirements for number of outlets anticipated in each office.
5. Include Code review/analysis documents (Low Rise/High Rise) in Exhibit A.

LIO/Exhibit "B" Review Recommendations:

1. Provide Narrative regarding project completion deadlines and remedies from Lease Section 3, Renovation and Delivery of Premises.

Thanks.