



# Industrial Building Questionnaire

## Property Information

Property Name: \_\_\_\_\_

Property Address:

\_\_\_\_\_

Current Owners: \_\_\_\_\_

Address: \_\_\_\_\_

Decision Maker(s): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email:

\_\_\_\_\_

Decision Maker(s): \_\_\_\_\_

Telephone: \_\_\_\_\_ Email:

\_\_\_\_\_

Property Management: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email:

\_\_\_\_\_

## Categories & Classifications

### General Categories

Owner-Occupied  Leased  Single-Story  Multi-Story

Single-Tenant  Multi-Tenant

Construction Type:  Steel  Masonry

Tilt-Up  Wood  Other: Date Constructed: \_\_\_\_\_

Roof:  Pitched  Flat  Other:

Prior / Intended Use:  Manufacturing – Specify:

Warehouse, Assembly, R & D – Specify:

Service Facility – Specify:

**Important Questions to Ask About Industrial Properties**

Dimensions: Indoor industrial square footage: \_\_\_\_\_

Outdoor “yard space”: \_\_\_\_\_

Office square footage: \_\_\_\_\_

*(Where there is a fair amount of office space, attach an office space questionnaire.)*

Amount of vacant space: \_\_\_\_\_

Is any of the vacant space subject to any options or rights of first refusal? \_\_\_\_\_

Generally, what types of floor plans are currently in the building(s)? \_\_\_\_\_

What tenants/occupants will be best suited for the property? \_\_\_\_\_

What tenants/occupants are currently in the building/property? \_\_\_\_\_

*(If more than one or two, fill out last page of this questionnaire, listing all tenants.)*

Do any of the tenants have any rights to purchase the property in future? \_\_\_\_\_

What tenants/occupants have used the property in the past? \_\_\_\_\_

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What is the clear height? \_\_\_\_\_

What clear spans are available? \_\_\_\_\_

How much cube space is there? \_\_\_\_\_

What is the floor loading capacity? \_\_\_\_\_, or How much weight will the floors throughout the building support? \_\_\_\_\_

How many amps can be delivered to the sub-panel? \_\_\_\_\_

How many volts are available? \_\_\_\_\_

**Important Questions to Ask About Industrial Properties**

Are there back-up power generators? \_\_\_\_\_, If so, what capacity? \_\_\_\_\_

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Does all power and lighting in the building meet the current government mandated energy efficiency standards (if there are any)? \_\_\_\_\_, If not, what will it cost to bring it up to code? \_\_\_\_\_

What communications services are available on the property?

Telephone  Satellite  High-Speed Internet - Specify: \_\_\_\_\_

Cable  Other - Specify: \_\_\_\_\_

Are all these services available in each space? \_\_\_\_\_, If not, how far away are they? \_\_\_\_\_

Are the buildings heated, ventilated and/or air conditioned? \_\_\_\_\_, If so, how? \_\_\_\_\_

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What kinds of sprinklers and other fire suppression technology are available on the property? \_\_\_\_\_

Standpipe:  Wet  Dry

Sprinklers:  Wet  Dry  Zoned

Fire Suppression Gas

Other – Specify: \_\_\_\_\_

Is the property fully compliant with the latest fire and ADA (Americans with Disabilities Act) codes? \_\_\_\_\_

When was the last time a building permit was pulled for the property and/or each space? \_\_\_\_\_

If a permit is pulled, what code compliance issues might we encounter?

\_\_\_\_\_

If multi-story, how many passenger elevators are there? \_\_\_\_\_

How many freight elevators are there? \_\_\_\_\_, What are their sizes and weight capacities? \_\_\_\_\_

When was the last time the elevators were upgraded? \_\_\_\_\_

### **Important Questions to Ask About Industrial Properties**

What are the costs associated with maintaining the elevators? \_\_\_\_\_

\_\_\_\_\_

What is the availability of water in the property? \_\_\_\_\_

\_\_\_\_\_

Is there refrigeration? \_\_\_\_\_, If so, what is the capacity? \_\_\_\_\_

What effluent treatment capacities does the property have? \_\_\_\_\_

\_\_\_\_\_

How many floor drains are there? \_\_\_\_\_ What is their location? \_\_\_\_\_ To where do they flow? \_\_\_\_\_

What kinds of doors are available? \_\_\_\_\_

How many of each kind are available? \_\_\_\_\_

Loading Dock:

\_\_\_\_\_

Tailboard: \_\_\_\_\_

Drive-in / Roll-up: \_\_\_\_\_

Other – Specify: \_\_\_\_\_

Where is the property located in relationship to transportation corridors?

\_\_\_\_\_

Is there easy access to: \_\_\_\_\_

Truck? \_\_\_\_\_ How far? \_\_\_\_\_

Rail? \_\_\_\_\_ How far? \_\_\_\_\_

Air? \_\_\_\_\_ How far? \_\_\_\_\_

Ship? \_\_\_\_\_ How far? \_\_\_\_\_

*(Attach a map where appropriate)*

How easy will it be to move products in and out of the property? \_\_\_\_\_

\_\_\_\_\_

Is there room for truck parking, loading and turn-around? \_\_\_\_\_

What is the parking ratio of the property? \_\_\_\_\_

If multi-tenant, how are core areas and common areas handled / allocated? \_\_\_\_\_

\_\_\_\_\_

**Important Questions to Ask About Industrial Properties**

How is the cost of maintaining the common areas and exterior of the property handled? \_\_\_\_\_

How much have those costs been in the past? \_\_\_\_\_

\_\_\_\_\_

How is security handled? \_\_\_\_\_

What's being offered for tenant improvements? \_\_\_\_\_

\_\_\_\_\_

For new construction: Is there a Tenant Improvement Work Letter, or a Tenant

Improvement Allowance? \_\_\_\_\_

*(If TI Work Letter, obtain a copy and attach when possible)*

For second-generation space: Is there a Tenant Improvement Allowance? \_\_\_\_\_

If so, how much is it? \_\_\_\_\_. Are there necessary improvements that this amount is meant to cover? \_\_\_\_\_

Is there a tenant improvement contractor that must be used when doing work in the building(s)?

\_\_\_\_\_

Do you charge a management fee for tenant improvements? \_\_\_\_\_

Are there any known environmental concerns? \_\_\_\_\_

How long has it been since an environmental inspection (Phase 1) was carried out? \_\_\_\_\_

Is there anything else you think I should know about the building that would impact my ability to represent you or my client? \_\_\_\_\_

\_\_\_\_\_