

"HAPPY HOLIDAYS"

Telephone/IT/Data/Cabling

Last month's newsletter covered the topic of the tenant finish process. This month, we want to focus on the best ways to make the installation and/or transfer of your phone and computer systems as seamless as possible.

Depending on the size of your company and the complexity of your systems, it often makes sense to have a consultant assist you with the relocation and set-up of your phone and data systems. Because they can avoid glitches and downtime, it often pays to hire experts to handle this part.

The most important tip we offer regarding phone and data is to start the process as early as possible. Since most businesses depend heavily on these two systems in order to function, do not leave them until the last minute.

Generally telephony and cabling costs are tenant expenses, so you will want to interview providers and installers for bids as well as for references. Quality, reliability, timing and performance guarantees should be considered along price. Phone, fax and Internet services take about three weeks lead time to get up and running. Cabling usually takes about five days, depending on the size of the space and the system. Vendors for both installations should be lined up well in advance of when you will actually need them.

Server rooms with separate air conditioning, raised floors and halon fire suppression systems are also a tenant expense, though their construction is usually handled by the contractor doing the rest of the tenant finish work. However, it is a good idea to get your own bid and prices, especially if the landlord's contractor is performing the tenant finish.

Companies that absolutely cannot tolerate any power interruptions should look for buildings that have dual power feeds. A good real estate broker will know which buildings have dual feeds, provide back-up power or which buildings will allow you to install your own back-up generator (UPS).

With attention given to telephony and data issues early on, and expert support and guidance along the way, your phone and data move should be a seamless and painless experience.

This is the last in our series of Maximizing the Real Estate Process. We hope that you have benefited from the information provided. We wish you and your company great success in the New Year and look forward to continuing as your commercial real estate resource in 2005. If you have any real estate questions or space needs, please feel free to give either of us a call.

Happy Holidays,

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Rare Space is a Tenant Advisory firm that uses the latest commercial real estate technology, including real time property information, sophisticated financial modeling tools and a comprehensive real estate process to produce superior results for our clients.