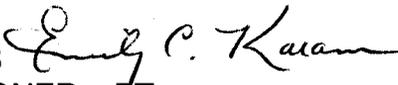




NOV 18 2002

MEMORANDUM FOR ASSISTANT REGIONAL ADMINISTRATORS

FROM:

 WILLIAM H. MATTHEWS   
ASSISTANT COMMISSIONER – PT

SUBJECT:

Pricing Policy Clarification #4  
Clarify Definition of Typical Tenant Improvements

The attached pricing policy clarification further defines electrical and telecommunication tenant improvements.

The clarification was initiated based on a regional request to specify funding responsibility of tenant requested telecommunication improvements. The clarification was drafted in coordination with the Regional Pricing POC's and the Pricing/Billing Panel. A copy of this clarification is being provided to the Regional Pricing POC's for dissemination within each Region.

If you have questions regarding this clarification, please contact the National Pricing Experts, Kevin Rothmier at 816-926-1100 or Mary Gibert at 202-501-0096.

Attachment

cc: Assistant Commissioners, Regional PT Directors, Regional Pricing POCs



## Pricing / Billing Panel

Effective Date: November 26, 2002

Purpose: Policy Clarification #4 on Typical Tenant Improvements

Desk Guide Section: 2.2.3, page 2-10

### Existing Desk Guide Language:

Typical Tenant Improvements
Electrical and telephone outlets and wiring from the tenant demised premises to the building core.

### Clarification:

Typical Tenant Improvements
Electrical wiring, outlets and horizontal conduit including cable trays and hooks within the tenant demised premises and to the building core. Telephone jacks, data jacks and horizontal conduit including cable trays and hooks within the tenant demised premises and to the building core. Telephone and/or computer wiring/cabling may be funded within the tenant improvement allowance or provided by the customer agency.