BENCHMARK DATA

	Owned Sq. Ft.	Leased Sq. Ft.	# of FTE	Gross Sq. Ft.	GSF per FTE	Rentable Sq. Ft.	RSF per FTE	Usable Sq. Ft.	USF per FTE	Sq. Ft. Vacant	Vacancy Rate	Building Efficiency Rate	O&M Cost	OC per FTE	Fixed Asset Cost	FA. per FTE	Occupancy Cost per FTE	Lease Costs	Project Costs	Annual Facility Cost
BUILDING A																				
Floor Number 1																				
• Department #1																				
• Department #2																				
• Department #3																				
• Department #4																				
• Department #5																				
Floor Number 2																				
• Department #1																				
• Department #2																				
• Department #3																				
Floor Number 3																				
• Department #1																				
• Department #2																				
• Department #3																				
• Department #4																				
• Department #5																				
BUILDING B																				
Floor Number 1																				
• Department #1																				
• Department #2																				
• Department #3																				
• Department #4																				
• Department #5																				

	# of Moves Annually	# of FTEs Moved	Sq. Ft. Moved	Churn Rate	Floor Churn Rate	Total Cost of Moves	Cost per Move	Total Cost of Box Moves	Cost per Move	Total Cost of Furniture Moves	Cost per Move	Total Cost of Construction	Cost per Move	WORKSTATION STANDARDS A	B	C	D	E	F	G	H	I	Total
BUILDING A																							
Floor Number 1																							
• Department #1																							
• Department #2																							
• Department #3																							
• Department #4																							
• Department #5																							
Floor Number 2																							
• Department #1																							
• Department #2																							
• Department #3																							
Floor Number 3																							
• Department #1																							
• Department #2																							
• Department #3																							
• Department #4																							
• Department #5																							
BUILDING B																							
Floor Number 1																							
• Department #1																							
• Department #2																							
• Department #3																							
• Department #4																							
• Department #5																							

EXHIBIT 19-7

GHK has developed this sample form of information to be collected to provide benchmark data.