



Nominee Entry Package

**BOMA NEVADA'S
2010 TOBY AWARD
Tuesday, October 19, 2010
Golden Nugget-Las Vegas**

The TOBY Awards recognizes excellence in our community, as BOMA is one of the premier voices of the commercial real estate industry. Winners of the TOBY awards are recognized by their peers for their ability to exceed expectations in the operations and maintenance of office, medical, and industrial buildings. Requirements for entry are included in this package.

Deadline for entry is July 30, 2010.

Nominee Entry Form

Yes, I want to enter or nominate a building in the BOMA Nevada 2010 TOBY Awards.

Category Name: _____ Building Size (if applicable): _____

Building Name: _____

Address: _____

_____ *city* _____ *state* _____ *zip*

Major Cross Streets: _____

Square Feet: _____ Year Built: _____

Owner/Management Entity:

Contact Name: _____ Email: _____

Phone: _____ Cell: _____ Fax: _____

Address: _____

_____ *city* _____ *state* _____ *zip*

Entry fees (\$150) and this entry two (2) page form should be mailed to BOMA Nevada at the following address:

**P.O. Box 97596
Las Vegas, NV 89193-7596
Phone: (702) 938-2662 | Fax: (702) 798-8653**

Email JPEG digital photos with a minimum resolution of 300 dpi of the building and/or project and a photo of yourself to tara@alternativemanagement.net. The photos and description may be used in the ceremony.

For additional information, please contact:

Loretta Moses (702) 966.7865 | Amber Claunch (702) 822.2133 | Colby Powell (702) 804.1806

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One paragraph building description:

Team members, including any BOMA Nevada Associate (vendor) members whose services you use:

Nominee Entry Package Check List:

- I have emailed a JPEG digital photo with minimum resolution of 300 dpi
 - a) of the nominated building
 - b) of the individual nominee
- I have sent entry fee along with this two (2) page nominee package to BOMA Nevada!

[Submission Page 2 of 2]



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Requirements for Entry:

- You may submit your own building or any other building located within the state of Nevada.
- The building must be owned or managed by a BOMA Nevada member in good standing.
- The building must have been occupied for at least 3 years. The commencement month for the first occupant must have been no later than September 2007.
- At least 50% of a building's space must be dedicated to office in order to be considered (The industrial categories are exceptions to this rule, as they should have more than 5% dedicated to office space but less than 50%).
- Each building may be entered in only one category (The Earth and Pioneer Categories are the only exception to this rule).

Categories:

- 1. Office Building [Select Appropriate Building Size Subcategory]**
 - a. Under 100,000 sq. ft.
 - b. 100,000 – 249,999 sq. ft.
 - c. 250,000 – 499,999 sq. ft.
 - d. 500,000 – 1,000,000 sq. ft.
 - e. Over 1,000,000 sq. ft.
- 2. Corporate Facility**

Must be at least 50% occupied by the corporate entity. The winner in this category is eligible to participate in the regional competition
- 3. Government Building**

Must be government-owned and at least 50% occupied by government entities. The winner in this category is eligible to participate in the regional competition
- 4. Historical Building**

Must be at least 50 years old with the original design maintained. This category includes all sizes of buildings meeting the age criteria. The winner in this category is eligible to participate in the regional competition
- 5. Medical Facility**

Use must be at least 50% medical, with no overnight patients. The winner in this category is eligible to participate in the regional competition

Categories - Cont.

6. **Renovated Building**

Must be at least 15 years old and have maintained occupancy during the renovation process. Renovation may encompass: rehabilitation (the restoration of a property to satisfactory condition without changing the plan, form, or style of a structure), modernization (taking corrective measures to bring a property into conformity with changes in style, whether exterior or interior. It requires replacing parts of the structure or mechanical equipment with modern replacements of the same kind but not including capital additions), and remodeling (changing the plan, form or style of a structure to correct functional or economic deficiencies). The winner in this category is eligible to participate in the regional competition

In order to be eligible, a minimum of five of the following work projects must be completed by July 2010:

- New roof
- New boilers/HVAC system
- Cleaning building exterior
- New street level façade
- New electrical system
- New sprinkler system
- Upgrade of elevator system components, including cabs
- New security systems
- Modernization of main lobby
- Modernization of restrooms to comply with codes

7. **Suburban Office Park – Low Rise**

Two or more buildings **one to five stories** in height that occupy land greater than five acres and are located outside of the Central Business District. The winner in this category is eligible to participate in the regional competition

8. **Suburban Office Park – Mid Rise**

Two or more buildings **six to ten stories** in height that occupy land greater than five acres and are located outside of the Central Business District. The winner in this category is eligible to participate in the regional competition

9. **Industrial Office Park**

Two or more buildings, comprising a total project, one to two stories in height, with more than 5% and less than 50% office area. Building(s) must have a dock high loading dock, roll-up or sliding rear door(s), with no common lobby or corridor except for restroom vestibules and utility equipment access. The winner in this category is eligible to participate in the regional competition.

10. **Industrial Building (Grade Level Loading Dock)**

A local award given to a property containing one or more buildings, that are one to two stories in height, have more than 5% and less than 50% office area. Building(s) must have no dock high roll-up or sliding door(s) (grade level doors only), and no common lobby or corridor except for restroom vestibules and utility equipment access.

11. Warehouse / Distribution

A local award given to a property containing one or more buildings that are Multi-tenant or single-tenant buildings. Must contain dock high loading doors or may also include grade level loading doors. Must have a bay size of at least 15,000 sq. ft. with a minimum of 24' clear height.

12. Light Distribution

A local award given to a property containing one or more buildings that are Multi-tenant or single-tenant buildings. Must contain dock high loading doors or may also include grade level loading doors. Must have a bay size of at least 11,000 sq. ft. but no greater than 15,000 sq. ft. with a minimum of 24' clear height.

13. Light Industrial

A local award given to a property containing one or more buildings that are Grade level loading only. Must have a bay size of at least 3,500 sq. ft. but no greater than 10,000 sq. ft. and a clear height less than 24'. Parking ratio must be lower than 3.5/1,000 sq. ft.

14. Incubator/ R&D / Flex

A local award given to a property containing one or more buildings that are Multi-tenant building or single-tenant buildings. Must have grade level loading only and one or two stories. Must have a bay size smaller than 3,500 sq. ft. and a parking ratio lower than 3.5/1,000 sq. ft. (Incubator) or a parking ratio of at least 3.5/1,000 sq. ft. (R&D / Flex).

15. Earth Award

A local award given to the building that demonstrates its commitment to implementing government programs and standards with respect to the management of hazardous waste and environmental risks, establishes emergency response, recycling, water and energy conservation plans, ensures indoor air quality and implements green purchasing practices, to the betterment of the community. No minimum building age is required. This award may be sought separately or in conjunction with any other building category.

16. Pioneer Award

A local award given to the building that demonstrates its contribution to the improvement and/or enhancement of the community. No minimum building age is required.

Note:

The winners of categories 1 through 9 are eligible to participate in BOMA's regional competition. Categories 10 through 16 are local, BOMA Nevada- awards only.