🔌 IT, Telecom & Power Checklist (Office Rental)

Confirm fiber availability, diverse routes, 24/7 building access, and enough circuits for growth.
Hidden IT and power gaps cause the most expensive delays—verify every detail before signing.

✅ Infrastructure Basics

- ☐ Multiple fiber providers available (not single-vendor lock-in)
- ☐ Clear list of providers and services (speeds, SLAs, redundancy)
- ☐ Fiber handoff location documented (MDF/IDF rooms, suite entry)
- ☐ Adequate riser space for future cables and expansions
- ☐ 24/7 access for IT vendors and emergency maintenance

⚡ Power & Utility Readiness

- ☐ Power density per workstation is sufficient (check actual kVA per floor)
- ☐ Circuits mapped and metered by panel (avoid flat charges only)
- ☐ Backup generator or UPS support for critical systems
- ☐ Cooling and ventilation in IT/server rooms included in base building spec
- ☐ Separate panels for high-load areas (meeting rooms, server closets, labs)

🗄 Server & Network Rooms

- ☐ Dedicated IT/server room with proper cooling and ventilation
- ☐ Raised floors or accessible cable trays for easy routing
- ☐ Fire suppression (inert gas or waterless) in IT areas
- ☐ Lockable racks or cages available for security
- ☐ Enough rack space for foreseeable 3–5 year growth

📜 Documentation to Request

- ☐ Provider list with current service agreements
- ☐ Riser diagrams showing space and routes

- ☐ As-built drawings with cabling and electrical layout

- ☐ Access policies (after-hours, weekends, vendor escort rules)

- ☐ Maintenance response times (SLA targets for power/IT incidents)

🚩 Red Flags (Do Not Ignore)

- ☐ Single provider only, no redundancy

- ☐ Riser already congested or restricted

- ☐ No cooling in IT rooms or cooling tied only to standard office HVAC

- ☐ Power not metered by panel (unclear billing, hidden costs)

- ☐ Access requires advance booking or escort every time

Tip: Always run a real bandwidth and power capacity test during due diligence. Marketing brochures don't equal technical readiness.