

## List of Considerations when Choosing a Warehouse Site

You may not have much choice between sites and you may not have a lot of time to look. But if you do have the luxuries of time and choice, these are some of the things you should consider. Don't delay a decision, however, as space is usually at it's most plentiful and cheapest in the early days of a response. **In multi-actor responses, acting fast is key to having enough decent space in the medim and long term. As days pass (just days, not weeks), options will disappear, quality will decline, and prices will rise.**

### Size

#### 1 Compound

The compound must have room for delivery trucks, day-to-day parking of passenger vehicles, and equipment that you might install (e.g. generator, well, solar panels, or water tanks)

#### 2 Building

Sit with the program staff who will store items in the warehouse to determine how much and what kind of space (e.g. with shelves?) you will need in the warehouse.

### Condition of Buildings and Utilities

- 1 Find out if the building has access to municipal power and water/sewage (if these are available in your location at all).
- 2 Assess whether you will be able to renovate the infrastructure as necessary to address CRS' needs. If you can, bring in a staff person with Facilities experience to make this assessment.
- 3 Check wiring (check wiring for fraying; check fuses and lights/fixtures to see if they turn on, see if wiring is easy to access to update or repair)
- 4 Check plumbing (see if toilets/faucets work, have good water pressure, and adequate drainage. Are pipes easy to access, are they insulated in cold climates?)
- 5 Check roofing (check for leaks, water damage in ceiling)
- 6 Look for signs of past water problems or flooding - standing water on the floor, water level marks on the walls.
- 7 Look for signs of infestation by animals, insects.

### Rental Conditions

- 1 Price & payment terms
- 2 Contract duration and renewability
- 3 Permission to alter the property to address CRS' needs (there are a number of considerations here, see the leases section for more detail).