Item No. <u>6a attach 1 Exhibit C</u> Date of Meeting <u>August 19, 2014</u>

EXHIBIT C

WORLD TRADE CENTER WEST CONTRACTORS RULES AND REGULATIONS AND BUILDING SPECIFIC RULES AND REGULATIONS

GENERAL REQUIREMENTS

- A copy of these rules and regulations, acknowledged and accepted by the General Contractor, must be posted on the job-site in a manner allowing easy access by all workers. It is the General Contractor's responsibility to instruct their workers and all subcontract workers to familiarize themselves with these rules. A copy of the approved construction drawings must be posted on the job site, per the Building Specific Rules and Regulations for World Trade Center West attached hereto.
- 2. Landlord reserves the right to approve, or refuse all sub-contractors who will be asked to bid and perform construction work in the Building. The General Contractor is to use Master Subcontractor List to be provided by Landlord.
- 3. Landlord's attendance and participation is required in the weekly job site construction progress meetings. Landlord should be copied on all correspondence related to the construction of the premises.
- 4. Any damage caused to base building (freight elevator(s), corridors, etc.) or tenant space(s) attributable to the General Contractor or their sub-contractors will be back charged to the General Contractor.
- 5. All drawings and materials must be approved by the Building Chief Engineer and Property Manager prior to the start of construction. All materials used must meet City, State and Federal building codes.
- 6. The General Contractor and sub-contractors will provide for their own parking. Monthly passes can be purchased from the Garage Manager if desired. Parking in the loading dock area is prohibited.
- 7. Where possible incorporate all reusable doors, light fixtures, etc. scheduled for demolition into the buildback of the space with approval from Building Property Manager.

PRIOR TO THE COMMENCEMENT OF ANY WORK OR DELIVERY OF MATERIALS (DOCUMENTS REFERENCED TO BE SUBMITTED BY THE GENERAL CONTRACTOR IN THE JOB START PACKAGE)

1. The General Contractor will make arrangements with the Building Chief Engineer to visit a space prior to bidding. The General Contractor should include all appropriate subcontractors in the scheduled walkthrough.

- 2. The General Contractor will provide a complete contact list of all lead personnel working on the project including sub-contractors at least two business days prior to job start. This list will include both the work and after hour emergency phone numbers for the contacts. The list will be submitted to the Building Chief Engineer.
- 3. Storage of all job related materials must be within the premises under construction. Base building areas such as corridors, vestibules, stairwells and electrical/mechanical/telephone rooms are not to be used for storage.
- 4. Should the General Contractor be hired by Tenant to perform any vertical or horizontal cabling for phone, data, etc., in base building telephone/data closets, Tenant shall follow the Building Riser Management Policy designated by Building Chief Engineer.
- 5. The common area side of any exterior wood doors, on multi-tenant floors, must match the building standard door and hardware finish, unless prior written approval is received from Property Manager.
- 6. No walls should be designed or constructed such that any existing or new mechanical equipment would be located <u>above</u> any type of wall partition as this would preclude future service requirements to the Building HVAC system. If there is any question, contact the Building Chief Engineer for direction. The General Contractor will incur all costs associated with relocating said equipment.
- 7. No drywall ceiling areas should be constructed without providing full access (via access panels, etc.) to all equipment, valves, junction boxes, clean-outs, etc., that may be located in the plenum ceiling area above.
- 8. When constructing walls perpendicular to the exterior perimeter wall, such walls shall be anchored at the ceiling and at the floor. Contractors shall not physically attach to exterior window mullions, sills, metal base board, etc., that would damage or create holes to these base building improvements.
- 9. No new construction within the plenum area including installation of duct work, piping or hangers of any kind can be suspended or hung from any existing base building improvements other than above the floor slab. "Trapeze" type of suspension should be used where necessary. No exception to this requirement.
- 10. The General Contractor is responsible for insuring that all materials used in construction do not contain asbestos. The General Contractor will keep a MSDS book including sheets for all materials used in the project.
- 11. Should the construction affect the public corridor of any floor, it is the General Contractor's responsibility to duplicate the finishes in the corridor so that the new construction is seamless.
- 12. All existing window coverings shall be cleaned prior to the tenant's move-in (occupancy) date. It is highly recommended the General Contractor remove and bag all existing window treatments. The General Contractor to include price for this work in their base bid.

- 13. The General Contractor may not start construction until they have received written notification from the Building Chief Engineer, or Property Manager.
- 14. Mechanical sub-contractor(s) must include air balancing and thermostat calibration in their scope of work for bidding.
- 15. In the event the Contractor utilizes any existing base building condenser water system tap, waste, vent or water connection valve, the contractor will install another connection valve for future connection purposes. In the case of the condenser water tap, a future connection valve <u>with</u> a capped stub is necessary (not just a capped stub) to avoid shut down of the existing users of the system.
- 16. All keying must match the base building master keying system. Coordinate all keying requirements with the Building Chief Engineer.
- 17. Any materials taken from the Building's Central Stores must be approved by the Building Chief Engineer or engineer. Depending on the item taken, the Building Chief Engineer or engineer will either require the item to be replaced or the contractor to purchase from the Building. No materials are to be borrowed from Central Stores or from other tenant or base building spaces without the express permission of the Building Chief Engineer or engineer.
- 18. Contractor will coordinate with the Building Chief Engineer for the potential salvage of any existing base building installations/materials (i.e. HVAC boxes, etc.) that are scheduled for demolition. Under no circumstance will installations/materials be removed from the construction site without the authorization of the Building Chief Engineer.
- 19. All floor penetrations shall be caulked, cemented or filled with materials which are firerated and match specifications of original floor composition. The General Contractor shall submit to the Building Chief Engineer for approval a specification sheet for the materials used for penetration sealing.

DURING CONSTRUCTION

- 1. Smoking is prohibited anywhere in the building. The Building Chief Engineer will determine the location for a designated smoking area.
- 2. No abusive language or action on the part of the workers will be tolerated. Radios are not permitted.
- 3. All contractors are to conduct themselves in a professional manner. No drugs or alcohol are to be consumed on the property. Anyone working on the property under the influence of drugs or alcohol will be removed from the property permanently.
- 4. Clothing is required to be clean with no holes, tears, etc. Shirts must be tucked in at all times. No offensive pictures or verbiage may be displayed on any person.

- 5. Under no circumstance should any worker venture to any floor or tenant space other than the construction area(s) on which they are working. Workers found in unauthorized areas will be removed from the premises and will not be allowed to return.
- 6. Contractor shall notify the Building Chief Engineer prior to commencement of extremely dusty work (sheet rock cutting, sanding, extensive brooming, etc.). The Building Chief Engineer may determine the need for additional filtering capacity on the affected HVAC equipment as well as taking the necessary precautions with the Life Safety Systems. Failure to make such notification will result in the contractor absorbing the costs to return the equipment to proper condition.
- 7. Contractor will coordinate with the Building Chief Engineer all temporary shutdown (including sprinkler piping drain-down) of existing base building MEP and fire protection systems. Under no circumstance will the system(s) be left inoperable overnight. Any costs associated with false alarms caused by the General Contractor or sub-contractors will be charged to the General Contractor.
- 8. Sources of water and electricity will be furnished to the contractor without cost to them, in reasonable quantities for use in lighting, for portable power tools, and other such common usages during construction. The contractor shall make all connections, furnish any extensions and remove same upon completion of work. If you expect to use electricity from a source other than within the space where you are working, contact the Building Chief Engineer for specific instructions.
- 9. Any utility (i.e. air, electricity, and water) that affects other tenants may not be shut down/off without prior approval from the Building Chief Engineer with the request coming through the Passdown Form. The Building Chief Engineer needs at least five business days notice to review the request and clear the request with the tenants affected.
- 10. The air delivery system for space conditioning will operate from 8:00 a.m. to 5:00 p.m., Monday through Friday and 8:00 a.m. to 1:00 p.m. on Saturday. Special arrangements for air will need to be coordinated using the Passdown Form.
- 11. Contractor will not perform construction work that will create a nuisance to existing Tenants (i.e. demolition, material stocking, floor coring, track or hanger shooting, painting, staining or other work that creates noxious fumes, loud machine noise or vibrations, etc.) during working hours 7:30 a.m. to 6:00 p.m. Monday through Friday or 8:00 a.m. to 2:00 p.m. on Saturday. This type of work will be scheduled after hours using the Passdown Form. Tenant complaints regarding noise or fumes will be investigated and could cause work to be delayed or rescheduled.
- 12. All stairwell doors must remain closed at all times. Base building areas such as mechanical and electrical rooms on occupied floors must have their doors closed at all times. Propping of such doors is not acceptable.
- 13. At no time is any welding or cutting torch to be used in the Building without approval of the Project Coordinator. The General Contractor must schedule the time and date. This type of work will be scheduled after hours using the Passdown Form. There must be a fire watch present while the torch is in use. The General Contractor must coordinate with the building engineer to fill out a "Hot Work Permit" as required.

- 14. All construction materials, tools and trash are to be transferred to and from the construction area via the freight elevator. At no time shall the passenger elevators be used to move personnel, materials, equipment, tools or trash.
- 15. Material deliveries of any significance (i.e. drywall/studs, sheet metal, etc.) will be restricted to after hours <u>6:00 p.m. to 7:00 a.m.</u> to accommodate daily use of the freight elevator by existing Tenants and Night Janitorial Staff. Such after hour's use of the freight elevator must be scheduled with Property Management through the Passdown Form. If materials, etc. are too large for the freight elevator other arrangements will need to be made. Any costs incurred due to these specials circumstances are the responsibility of the General Contractor. Situations may arise when the General Contractor may be required to share the freight elevators with the Building crew or tenants. This sharing will be carried out in a professional manner.
- 16. Property Management will make the determination as to which restroom(s) will be used by construction personnel. Under no circumstance will restroom facilities be used for cleaning tools or paint materials.
- 17. The General Contractor will advise Property Management whenever any construction activity will occur after hours (6:00 p.m. to 7:00 a.m.).
- 18. Drywall material (or any other similarly heavy materials or items) is to be stored and or stacked directly above structural beams or trusses. Drywall will <u>not</u> be leaned up against perimeter window units or curtain wall at <u>anytime</u>.
- 19. The contractor shall notify the Building Chief Engineer prior to ceiling cover-up so that the Landlord may perform an overhead inspection. Any deficiencies noted must be corrected prior to cover-up. If the General Contractor covers up ceiling without scheduling with the Building Chief Engineer, ceiling tiles will be required to be removed so that the inspection can be completed properly. All costs for this will be incurred by the General Contractor.
- 20. The contractor shall, at all times, on a day-to-day basis keep the site free from accumulations of waste material, debris (especially food and beverage trash) or rubbish caused by their employees or work. Trash must be removed via the freight elevator. All base-building areas must be policed on a regular basis so as not to affect existing tenants. The General Contractor must maintain a vacuum cleaner at the jobsite to meet this requirement. If the Building has to clean up these areas, the General Contractor will be charged back for all costs.
- 21. All electrical panels, junction boxes and pull boxes which are opened or removed for additional circuits or terminations shall be covered, closed or replaced, with out exception.
- 22. The mounting location of any new circuit breaker panels, service switches, meters, etc. shall be approved by the Building Chief Engineer. All light switches and outlets are to be building standard height. Any missing wallplates should be replaced by the General Contractor. All outlets, switches and plates must match the standard on the floor of construction.

- 23. During construction, all lights are to be turned off each night. Failure to comply will result in a \$30.00 a day charge billed to the General Contractor.
- 24. Upon completion of work, all light fixtures in the work area are to be working properly and fully lit and cleaned, including replacement of tubes and ballasts as required in light fixture.
- 25. All electrical panels shall be clearly identified by tenant suite, room numbers and equipment serviced.
- 26. Any change orders must be approved by the Construction Manager and Tenant in writing before the additional work can be started.
- 27. Coordinate punch list walkthrough with Construction Manager and Property Management.

AFTER COMPLETION OF CONSTRUCTION

1. The General Contractor is required to submit to the Property Management a Close Out Package to include the following: a complete reproducible set of as-built construction documents (including mechanical, electrical and plumbing), fire protection drawings approved (stamped) by the local governing authority, permit drawings, signed off permit from local jurisdiction, occupancy or compliance certificate (if applicable), all operations and maintenance manuals, warranties and guarantees, Central Stores accounting, final and complete lien waivers for the General Contractor and all sub-contractors working on the project, and completed punchlist signed by the Construction Manager. Final payment of Landlord's obligations will be withheld until all of this documentation is received.

BUILDING SPECIFIC

RULES AND REGULATIONS

GENERAL CONTRACTOR REQUIREMENTS:

- <u>Certificate of Insurance</u>: The General Contractor and associated sub-contractors will submit the required Certificate of Insurance. The Certificate must name the building owner and property manager as additional insureds. The Certificate of Insurance must be submitted to the Chief Engineer a minimum of two days prior to the first day of construction. Detailed insurance requirements are attached will be provided by property management office.
- 2. <u>Permits:</u> A copy of the construction permit must be submitted to the Chief a minimum of two days prior to the first day of construction. The original shall be displayed at the job site at all times.
- 3. <u>Informational Board:</u> The General Contractor shall establish a bulletin board at a place accessible to all workers and building personnel. This board shall be where all permits,

inspection reports, MSDS, emergency contact information and related materials will be kept. Permits, inspection forms, etc shall not be taped to any wall or window.

- 4. <u>Construction Debris:</u> The General Contractor shall arrange with the Chief Engineer a means for disposal of construction debris. Under no circumstances will the General Contractor, or related trades, have a dumpster delivered without permission from the Chief Engineer. Dumpsters must be delivered after-hours and will need to be removed prior to building occupancy the next day.
- 5. <u>Pre-Construction Inspection</u>: A pre-construction inspection of the premises and other general building areas that will be used/accessed by the contractor will be made in order to inventory any pre-existing damage. This inspection will need to be scheduled with the Chief Engineer and must occur a minimum of two days prior to the first day of construction. In the event that any new damage occurs, the contractor will be fully liable for all repairs. During the inspection, it will also be determined what areas of protection to base building will be required of the Contractor. Such areas will always include windows, windowsills, wood doors, drinking fountains, and all restrooms.
- 6. <u>Walk-off Mats:</u> Damp walk-off mats are required at all areas of egress during the demolition phase. The General Contractor will appoint someone to regularly check the mats for dampness.
- 7. <u>Building Protection:</u> No items or materials may be placed on windowsills, nor "leaned" up against the windows, window frames or window mullions at any time. For construction access and egress over existing common area corridor floors, masonite and/or plastic shall be placed on the necessary construction traffic path and maintained accordingly. Under no circumstances will materials, tools, etc., be permitted to be stored in building mechanical or electrical rooms.
- 8. <u>Project Timeline:</u> General Contractor will submit a construction "timeline" schedule broken down by trade. Project-significant milestones must be identified. The schedule must also show the projected architect inspection date for determining substantial completion, the move-in (occupancy) date(s), and the period for punch list work. This schedule must be submitted to the Chief Engineer a minimum of two business days prior to the first day of construction. In the event of a change in schedule, the General Contractor will immediately submit an updated schedule to the Chief Engineer.
- 9. <u>"High and Tight":</u> General Contractor will direct tradesmen to install all new piping, ductwork, etc. as high and tight to the above floor slab/structure as possible. Also, all new piping, ductwork, etc. shall be installed to allow building engineers full access to all HVAC equipment, electrical junction boxes, etc. No piping should be installed under existing or new equipment that may preclude the direct lowering of such equipment in the future for service or replacement. If there are any questions, contact the Chief Engineer. The General Contractor will be liable for any materials that have to be relocated not in compliance with this rule.
- 10. <u>Borrowing of Equipment:</u> Items belonging to the building or its Tenants shall not be borrowed. This includes; ladders, carts, pallet jacks, tools, etc.
- 11. <u>Post-Construction Inspection</u>: A post-construction walkthrough must be scheduled with the Chief Engineer after the punch walk through has been completed, and prior to

tenant occupancy. At this time, the General Contractor will be required to return all card keys, hard keys, and determine a schedule for delivering as-built drawings for all trades. All base-building areas that may have been affected by the construction will be examined for cleanliness and damage. The General Contractor will be responsible for returning all base-building areas to the condition prior to construction.

- 12. <u>Extra HVAC Charges:</u> The General Contractor shall be invoiced for all extra HVAC charges incurred during construction. Painters, carpet installers and any trades creating a nuisance odor <u>must</u> request extra HVAC to purge odors. This must be scheduled with the Chief Engineer a minimum of two business days prior to odor-related work commencing. The current HVAC charge at World Trade Center buildings is \$30 per hour.
- 13. <u>Building Access</u>: No later than two business days prior to the first day of construction, the General Contractor must submit a request for card keys and keys to the Chief Engineer. <u>Failure to do so may delay the start of the project</u>. The General Contractor is required to check out adequate card keys and keys for all workers, subcontractors and vendors. Any contractor, subcontractor or vendor who shows up to work without card key and/or key access will not be allowed access. The General Contractor will be responsible for scheduling and access of all contractors, subcontractors and vendors. The General Contractor will be held liable for any card keys, or keys not returned and will be financially liable for any charges incurred for such loss. Costs may include rekeying the building.
- 14. <u>Elevators:</u> The General Contractor and subcontractors must use the freight elevator only. No materials or tools may go through the main lobby or on the passenger elevators. Masonite or plywood must be put down to protect flooring when construction materials are being moved through common areas, and must be removed as soon as delivery is completed. Should the General Contractor or a subcontractor require sole use of the freight elevator, the contractor must schedule that use with the Property Management Office as soon as possible. Reservations are on a first-come, first-served basis.
- 15. <u>Loading Dock:</u> The loading dock is to be used for loading/unloading materials only. There is a 30-minute limit for loading/unloading. The World Trade Center requires a written request if any General Contractor or subcontractor must use the loading dock for longer than 30 minutes. If a contractor or subcontractor shows up to work out of the loading dock without written approval, Property Management will ask that person to immediately leave the loading dock.
- 16. <u>Access to Tenant Spaces:</u> Should a contractor require access to another tenant's space to complete work, a separate security passdown must be submitted. Please call the Chief Engineer, a minimum of two-business days prior, to arrange for a passdown. Once a passdown has been secured, Security will access contractors to the tenant space, and will stay with the contractor for a maximum of 15 minutes. In the event a contractor will need access for longer than 15-minutes, the General Contractor will be required to hire an officer, from the security service that the building contracts, to post in that tenant space. <u>Under no circumstances shall a contractor contact any of the tenants directly.</u>
- 17. <u>Fixtures:</u> The Chief Engineer must pre-approve any fixtures that are scheduled to be removed from the building because of demolition. Fixtures include; light fixtures, exit signs, cabinets, sinks, doors, hardware, etc. Do not remove any fixtures unless directed so by the Chief Engineer.

- 18. <u>Noise Restriction:</u> All noise-related work such as ram setting walls, core drilling, and roto-hammering on any floor must be done off-hours and coordinated with the Chief Engineer, who will determine when this work can be done. Typically, noisy work cannot be done between 7:00 a.m. and 6:00 p.m., Monday through Friday, or between 8:00 a.m. and 2:00 p.m. on Saturday.
- 19. <u>Post-Construction Fire Walkthrough:</u> The General Contractor must include a \$125.00 Fire Walkthrough fee in their initial bid. Once the job is complete, the Chief Engineer will hire a Fire Sprinkler contractor, not associated with the job, to do an independent walkthrough. This walkthrough will be to assess the proper installation of fire sprinklers. The General Contractor will be notified of any discrepancies found, and will have two weeks to have them repaired. The General Contractor can get a waiver for these repairs, if the Fire Inspector writes a letter to the Chief Engineer indicating so.
- 20. <u>As-Builts/Panel Schedules:</u> An updated panel schedule and As-Built drawings must be delivered to the Chief Engineer, within 30 days of completion of the job.
- 21. <u>Electrical</u>: The Electrical Contractor must attend to the following items:
 - Remove all unused conduit, ceiling hangers, telecommunications cable, etc., from the ceiling plenum on all jobs;
 - All abandoned circuits must be removed all the way to the panel. Under no circumstances shall abandoned circuits be permitted to be left in the junction boxes. The panel must be re-labeled;
 - Field verify all locations of smoke detectors, strobes and alarm horns and modify as required;
 - Demo all abandoned outlets and switches;
 - Connect water heaters, heat pumps and VAV's to power.

Back-to-back outlets and rough-ins between offices are not acceptable. They must always be staggered for sound control. The Electrical Contractor must also make sure that all breaker panels and receptacles are properly identified on the circuit diagrams and on the building electrical panels as they are modified. All floor penetrations in the electrical room must be fire-stopped by the completion of the job. All high voltage wiring installed in walls must be in EMT. Flexible cable is not permitted.

- 22. <u>HVAC Controls:</u> Powers controls will be provided by the building-approved mechanical contractor to control all HVAC equipment. All new HVAC equipment shall be controlled by the building energy management system. The Chief Engineer does not permit standalone units without written approval.
- 23. <u>Plumbing:</u> All abandoned plumbing lines are to be removed and brought back to the core or riser. Under no circumstances shall an existing water heater be permitted to be reused on a remodel, or new construction.
- 24. <u>Fire Sprinklers:</u> All fire sprinkler work must be completed after normal business hours. Contractor will coordinate with Chief Engineer all temporary shutdown (including sprinkler piping drain-down) of existing base building MEP and fire protection systems.
- 25. <u>Window Coverings</u>: Only building standard drapes will be permitted as window coverings.

- 26. <u>Piping:</u> All new piping (electrical, fire protection, plumbing, etc.) in any common area corridor must run along side of the corridor side walls stacked vertically not running side by side horizontally down the middle areas of the corridor ceiling. Corrections to this rule will be made at the contractor's expense.
- 27. <u>Flooring:</u> It is expected that the flooring contractor bid a job so as to incur minimal waste. Any remaining carpet is to be stored in the Tenant space. If the excess carpet quantity is too large to be stored in the Tenant space, the Tenant shall make arrangements to have the carpet stored off-site. Flooring installers must contact the Chief Engineer, a minimum of two business days, to arrange for extra HVAC to dissipate odors. A flooring contractor who installs flooring without arranging for extra HVAC will be removed from the buildings list of preferred contractors, and may be asked to leave the job. All carpet should be pre-cut as there are no large areas to roll out the carpet for cutting. The loading dock may not be used for cutting carpet. All pad seams must be taped with duct tape.
- 28. <u>Painting</u>: Depending on material, the Chief Engineer may request HVLP equipment. All painting, staining, etc. must be done after normal business hours. At least two days prior to painting, staining, etc., the painting contractor must supply MSDS for all material to be used. Unless requested by tenant, painting contractor must remove all unused paint from the building. The painting contractor is required to schedule extra HVAC to purge odors. Painters must contact the Chief Engineer, a minimum of two business days, to arrange for extra HVAC to dissipate odors. A painting contractor who fails to arrange for extra HVAC may be removed from the building list of preferred contractors, and may be asked to leave the job.
- 29. Locks and Keying: All locks are to be pinned by the Engineering staff. Please contact the Chief Engineer to arrange this. The General Contractor will be charged \$28.00 per lock for labor and materials to pin the lock. Two keys are included per lock, additional keys are \$3.00 each. A two-week notice must be given to the Chief Engineer for locks to be pinned. The General Contractor will supply locks and hardware.

Any variation from the building standard hardware locking devices must be preapproved, in writing, with the Landlord. Pre-approved variances must have the ability to receive a building standard cylinder that is pinned to the building's master keying system.

- 30. <u>Strobes:</u> The Americans with Disabilities Act requires the installation of fire strobes in all tenant spaces. The following baseline rules regarding these strobes has been established:
 - If a new tenant is moving into the building, whether taking the space "as-is" or doing any portion of a remodel, strobes will be required to be installed in the entire space.
 - If an existing tenant remodels a portion of their existing space, only that portion will be required to add strobes. The "Scope of Work" as designated on the drawing will determine which area is to be upgraded.

The financial burden shall be on the part of the tenant.

- 31. <u>Fire Alarm</u>: In the event work on the floor creates a false alarm, contact the property management office.
- 32. <u>Fire Doors/Stairwell Doors</u>: Under no circumstances will fire doors, including stairwell doors, be blocked open, or held open by any means. This includes taping the strike. Doing so will compromise the fire rating of the building.
- 33. <u>Life Safety Equipment</u>: The Fire and Life Safety System at World Trade Center West is not addressable. During construction, all smoke detectors for that floor must be removed and stored in a dust-proof container. Prior to removal, the detector, and the base must be labeled, this must be coordinated with the Chief Engineer. <u>They must be reinstalled daily, as soon as work has concluded.</u> The General Contractor shall ensure someone has been assigned to reinstall the detectors nightly. Failure to do so may result in termination of the General Contractor. The Property Management Office <u>must</u> be notified whenever the Fire and Life Safety System will be compromised. A valid Washington State driver's license will be retained by Security while the system is on bypass.

The Life Safety System must be designed according to all appropriate governing authorities. Following the completion of all work associated with the Life Safety System, the General Contractor shall test this new installation and submit a report to the chief engineer with the test results to insure the system is fully operational and operating properly.

- 34. <u>Cabling/Low Voltage</u>: The low voltage/telecommunications contractor must install only plenum rated cable and installed per code. In addition, the following will be included in this contractors bid:
 - Any unused cabling shall be completely removed, including any distribution equipment.
 - Any new cable must be tied tight to the deck and must be suspended from it's own hangers.
 - Any whips left from the hangers shall be cut back to eliminate potential safety related injuries.
 - Any existing cable in the construction area must be bundled and tied up per code. If possible, tie the existing cable to the deck.
 - Any floor penetrations, within the scope of work, must be fire stopped.
 - All telecommunications related equipment MUST be installed in the tenant's leased space. Under no circumstances will tenant-specific equipment be installed in the building telephone riser closets.
- 39. <u>Final Clean:</u> Tenant shall require its general contractor to provide a final cleaning following job completion and prior to Tenant's occupancy. This cleaning shall provide the space to be "move-in" condition.