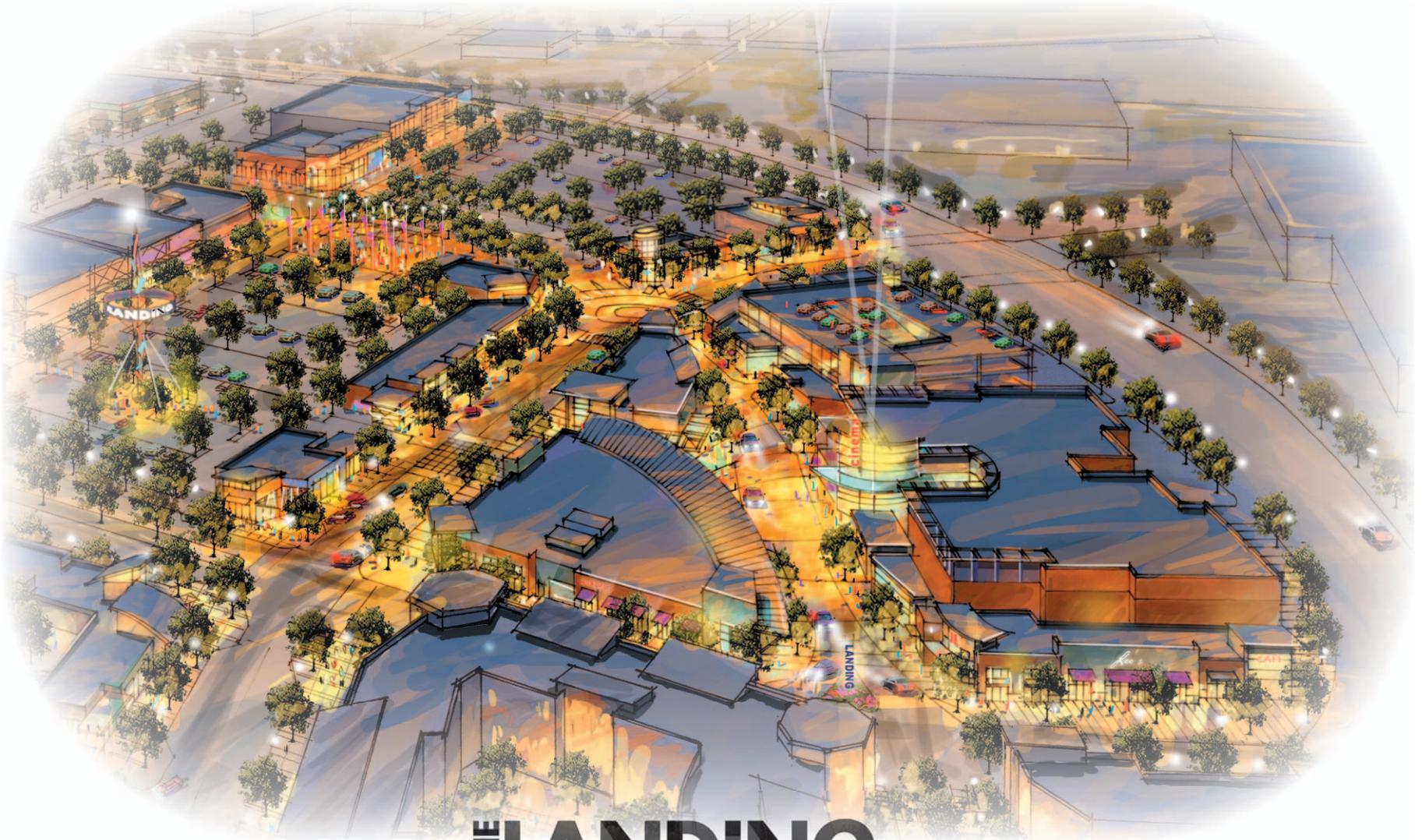




CALLISON



THE LANDING

TENANT CRITERIA MANUAL
January 30th, 2008

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I. INTRODUCTION

The purpose of this manual is to outline the specific design and technical criteria for all tenants, tenant designers and tenant contractors, as required by the Landlord. These criteria act as a guide for the design of all work by tenants in conjunction with the provisions of the tenant's lease with the Landlord. Furthermore, these criteria are subject to revision by the Landlord, and the Landlord's interpretation of these criteria is final and governing.

Tenants shall be encouraged to express their own unique design statements within the parameters of the design criteria as outlined in this manual.



VICINITY MAP

The Landing in the City of Renton, located in King County, Washington. As illustrated in the map below, The Landing is located at the southern tip of Lake Washington next to highway 405.

II. DESIGN GOAL

Any description of the city of Renton, Washington would be woefully incomplete without a great deal of emphasis on what it has built. Renton is a place that ‘makes;’ locomotives, trucks, tanks, lumber, energy and planes...lots of planes. But Renton is also a place that ‘lives.’ Many of those that produced so energetically also chose to live in Renton. It is a place with its own identity among the communities surrounding Seattle. The Landing, a mixed-use project of residential, retail and entertainment, was conceived as an expression of this place that ‘makes’ and ‘lives.’ Now, with the height of its manufacturing production behind it, Renton and its people are moving forward .

Design ideas began with a nod to the past, drawing from the idea of ‘making.’ Industrial materials like steel, concrete and brick will be assembled in an honest, simple, and direct manner without superfluous ornamentation. This industrial flavor, mixed with pure, bold forms and shapes, will result in a clean, modern and unique orchestration of both style and warmth. It will be a place that ‘lives.’

The design/development team of The Landing has spent significant time and effort to achieve high standards of design for this project and feel confident that the results meet and or exceed the aesthetic goals of the City of Renton. The design has been tailored specifically to Renton, based on concepts inspired by the local context.

Tenants are encouraged to express their individuality through creative store planning, quality materials and distinctive, three-dimensional storefront design. Innovative lighting and signage applications, consistent with these criteria, will contribute to an exciting and synergistic retail environment.



III. TENANT STORE DESIGN

A. TERMINOLOGY

The following phases are typical to the retail world, as well as this manual, and are provided for reference.

o **Architectural Mechanical Electrical Drawings**

The Architectural Mechanical Electrical Drawings are drawings the Landlord provides (when available) to the Tenant to describe the existing architectural, mechanical and electrical conditions relating to the Tenant's Demised Premises.

o **Landlord's Lease Outline Drawings**

The Landlord's Lease Outline Drawings (LOD) are drawings prepared and provided by the Landlord to the Tenant to define the location and extent of the Tenant's Demised Premises.

o **Demised Premises**

Demised Premises refers to the property leased by the Tenant and defined by the Lease Line.

o **Demising Wall**

The Demising Wall is the wall constructed to separate Tenants from other Tenants or common areas.

o **Lease Line**

The Lease Line defines the Tenant's premises from other Tenants and the Landlord's premises.

o **Neutral Header**

The Neutral Header is the wall surface directly above the Tenant's storefront. The color, materials and configuration of the Neutral Header is defined and constructed by Landlord and cannot be altered in any way without the Landlord's written approval.

o **Neutral Wall**

The Neutral Wall is the neutral zone used to provide separation between different Tenant storefronts at their meeting points.

o **Tenant Architect**

A professional Architect experienced in retail store design, licensed to practice in the State of Washington and hired by the Tenant to design, permit and observe the construction of the Tenant's improvements.

III. TENANT STORE DESIGN

B. ENTRANCE

1. Suite Address

To comply with Landlord and Renton City Fire Department requirements the Tenant shall provide and install their postal number address on the neutral wall adjacent to their storefront as directed by the Landlord's representative. Storefronts that face the street shall have the postal address on the transom panel above the entry door.

2. Neutral Wall

The neutral walls vary; typically they are from twenty-four inches (24") from center line of demising wall at each side. The Landlord is responsible for the construction of the neutral wall.

3. Common Areas

All outdoor furniture, fixtures & equipment installed by Tenant (subject to the Landlord's approval) must be maintained by the Tenant.

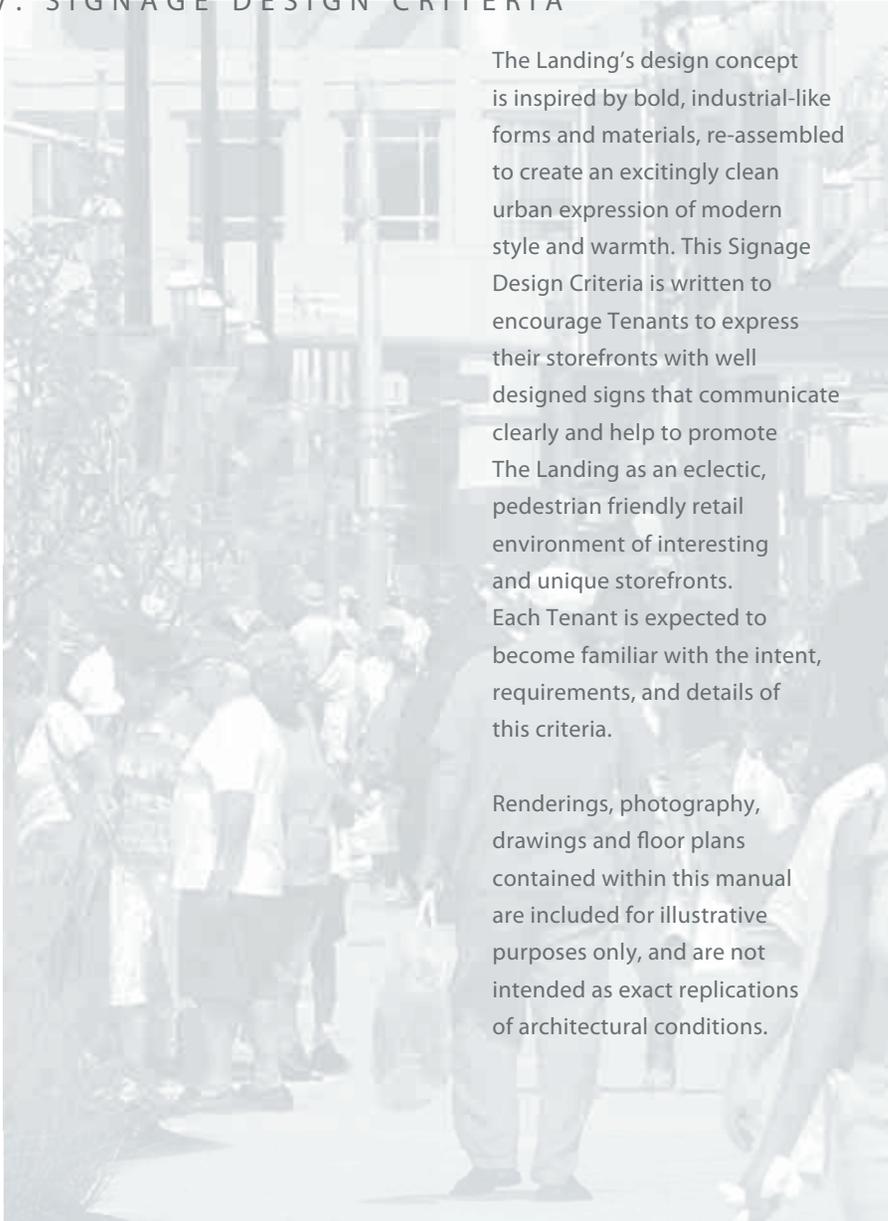
C. EXTERIOR ELEMENTS

1. Awnings

Tenants to provide exterior awnings at their storefront as indicated by the Landlord. Awning frame type (shape and size) has been established by the Landlord, the color and material of fabric shall be determined by the Tenant pending approval by the Landlord. For signage options see Section IV. The Tenant is responsible for submitting frame-to-building attachment details to the Landlord for approval. All attachments must maintain the integrity of the building systems.

The design and placement of awnings is part of the building design as required and approved by the City of Renton and must be provided per the Landlord's direction.

IV. SIGNAGE DESIGN CRITERIA



The Landing's design concept is inspired by bold, industrial-like forms and materials, re-assembled to create an excitingly clean urban expression of modern style and warmth. This Signage Design Criteria is written to encourage Tenants to express their storefronts with well designed signs that communicate clearly and help to promote The Landing as an eclectic, pedestrian friendly retail environment of interesting and unique storefronts. Each Tenant is expected to become familiar with the intent, requirements, and details of this criteria.

Renderings, photography, drawings and floor plans contained within this manual are included for illustrative purposes only, and are not intended as exact replications of architectural conditions.

A. INTRODUCTION

This Design Criteria must be used by all Tenants, including those who have a nationally or regionally recognizable storefront design. National or regional Tenants are expected to accommodate the intent of the criteria set forth in this manual by adapting their prototypical standards to ensure compatibility with the project.

IMPORTANT: Tenants and their architects are encouraged to discuss specific design concepts or questions regarding this criteria with the Owner's Tenant Coordinator prior to beginning the final design process. All proposed signage must be approved by the Owner in writing, in advance of construction and installation.

All signs shall comply with applicable state and municipal codes regarding materials, electrical connections, and general construction. All permits which may be required by the City of Renton or any other jurisdictional authority shall be the responsibility of the Tenant.

TENANT SUBMITTAL: Tenant shall submit storefront and sign design concepts positioned on the storefront elevation of the Tenant's leased space to owner. Submittal shall designate proposed materials, colors, dimensions, and lighting. Owner will return concept submittal to Tenant with approval comments and/or recommendations in advance of Tenant producing final construction documents for approval by Owner.

IV. SIGNAGE DESIGN CRITERIA

Tenant's should confer with Owner to identify the location of their lease space on this illustrated plan to determine which District Criteria will apply to their storefront sign.



B. CRITERIA DISTRICTS

Tenants will be located along one of following distinctive arterial districts developed for The Landing:

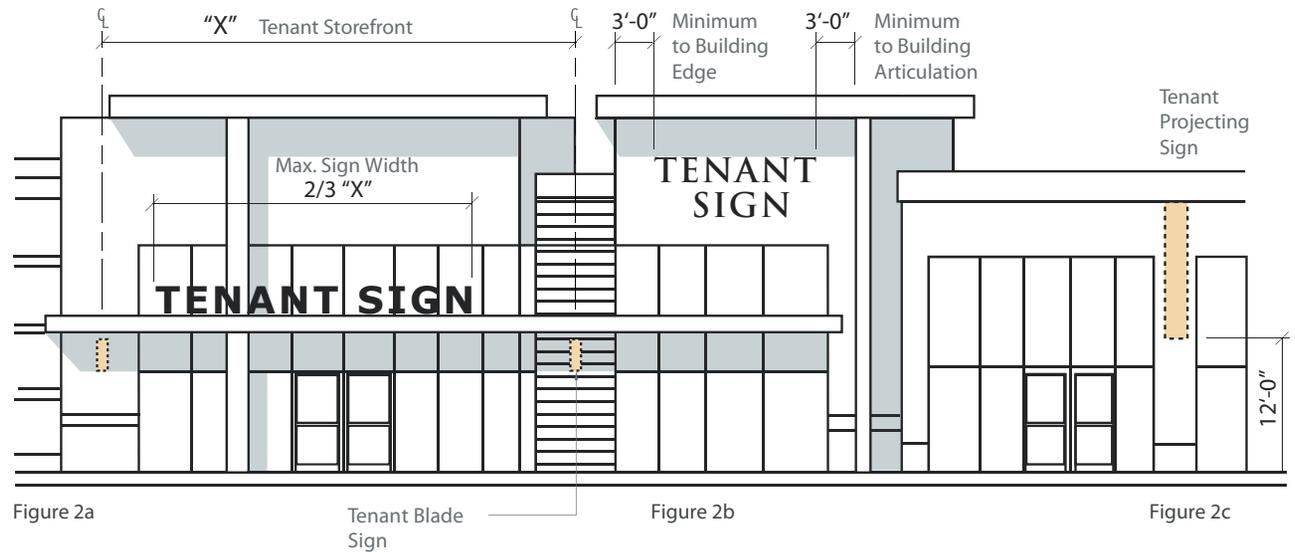
- a. **THE DISTRICT**
Fashion and lifestyle High-energy entertainment theater, “the place to be seen” urban stage with multiplex, restaurants and specialty retail. Large plaza to accommodate special events.
- b. **COMMUNITY CORE**
Large and small format retail. Convenient. Visible.

IV. SIGNAGE DESIGN CRITERIA

Storefront signage in both districts shall be designed to conform to this criteria. The storefront signage is defined as Tenant identification icons and/or letters applied directly to the exterior surfaces and/or glazing of any building. Signage should be considered key in the development of the overall storefront design. The Tenant has the freedom to, and is encouraged to, design highly creative, unique, and memorable storefront signage. The Owner reserves the right to reject any sign design, or portion thereof, visible to the viewing public if, in the sole opinion of the Owner, the design does not conform to the design standards of The Landing. Each storefront sign design will be evaluated on an individual basis.

C. GENERAL SIGNING CRITERIA

- a. Tenant is required to install one primary illuminated identity sign/structure located on the exterior surface of their leased location. Signs shall be limited to the letters or iconographics designating Tenant's trade name set forth on the Tenant lease and shall be governed by the provisions in *General Sign Specifications*.
- b. Sign may be placed either directly over and parallel with the storefront entry (figs.2a, 2b), or to the side and perpendicular to the entry (fig.2c).
- c. Sign shall be no lower than 12'-0" above the finished floor, nor shall any element of the sign be closer than 3'-0" to the center of the neutral pier, any building edge, cornice, parapet or architectural articulation except where indicated in specific District Criteria.
- d. Maximum height of letterforms shall be specified within specific District Criteria in this manual.
- e. Signs shall appear architecturally integrated into the overall storefront design and shall appear as individual letters and/or symbols in dimensional form per the guidelines established in specific District Criteria.
- f. The sign composition's horizontal dimension shall not exceed two thirds ($2/3X$) the width "X" of the overall storefront (fig.2a). "X" shall measure to the center of the Tenant's outbound neutral piers. Multiple pier build outs may use the overall horizontal build out dimension to establish "X".



IV. SIGNAGE DESIGN CRITERIA

The primary goal of this Signage Design Criteria is to provide for a variety of sign designs and individually, not a consistency of appearance. Generic “mall” designs or standard storefront prototypical concepts are not appropriate for The Landing.

- g. The Tenant sign shall be mounted directly to the Tenant’s storefront build out no lower than 8’-0” above the finished surface (*fig.3*). Provided Owner has given prior written approval, the sign may be mounted parallel on (*fig.4*), or perpendicular to (*fig.5*), the Owner’s architectural fascia.
- h. Tenant may install a projecting type primary sign only if, in the sole opinion of the Owner, the sign’s design merits it. Projecting type signs shall project no further than 4’-0” beyond the Tenant’s leased control line.
- i. Tenants with canopies as part of their storefront design may mount the sign parallel on top of, or suspended from, the canopy’s leading front edge (*figs 6, 7*). The maximum depth of any single component mounted on a canopy shall be no greater than 1’-0” from the leading edge of the canopy to the rear face of the sign.

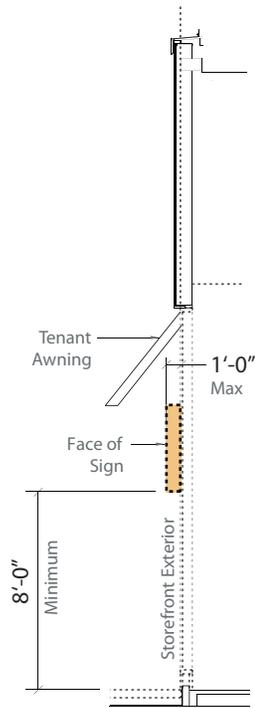


Figure 3 (section)

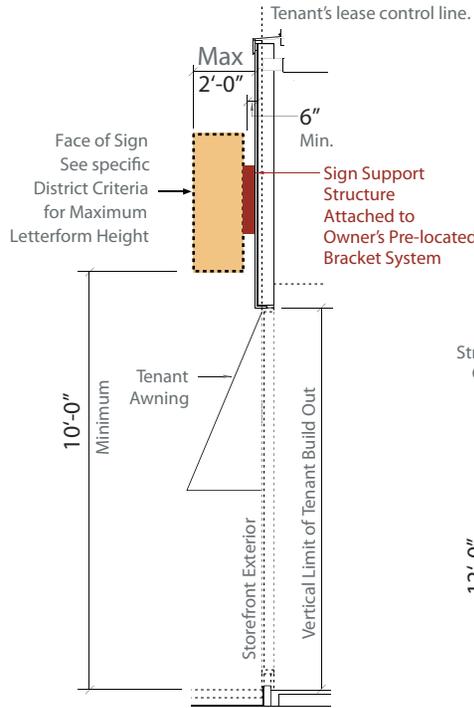


Figure 4 (section)

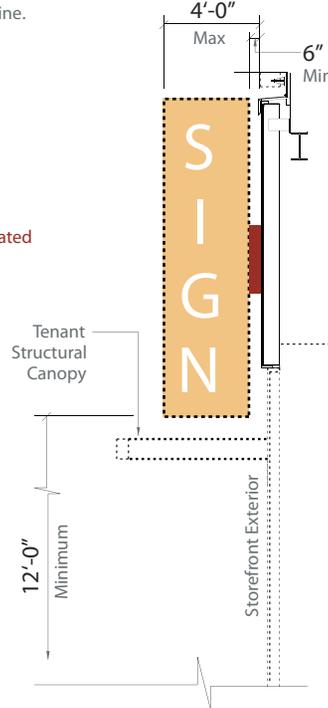


Figure 5 (elevation)

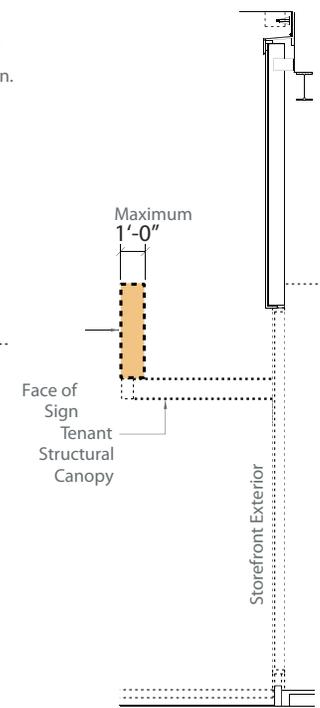


Figure 6 (section)

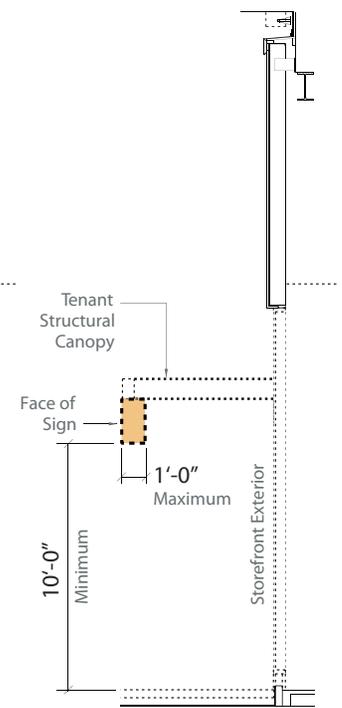


Figure 7 (section)

IV. SIGNAGE DESIGN CRITERIA

It is essential that before detailed plans are produced, a preliminary concept sketch be prepared for discussion with the Owner's Tenant Coordinator. The Owner reserves the right to reject any sign or structure which, in Owner's sole opinion, does not meet The Landings design criteria intent.

Signs must be of the highest quality, and it is strongly recommended that the Tenant employ a graphic designer and/or sign fabricator to design the storefront sign concept. All signs are subject to the Owner's approval.

National or regional Tenants are expected to review their tenancy's specific District Criteria and adapt their signage to ensure compatibility with the project.

- j. Tenant shall refer to the tenancy's specific District Criteria for maximum square feet of signage and letterforms permitted.
- k. All signs must be 3-dimensional and finished on all sides.
- l. Tenant shall be allowed to install a decorative blade sign, provided it coordinates with the overall Tenant storefront design. Tenant will be required to use one of the The Landing's standard mounting bracket designs. The sign may be shall not hang lower than 8'-0" above the finished ground.
- m. Tenant is responsible for all sign designs, workmanship, coodinations, permits, power sources, connections and installations. All sign work is at Tenant's expense.
- n. Prior to fabrication of any sign, Tenant shall submit signage shop drawings for Owner's review and approval. Drawings shall illustrate complete information for the Owner to understand the signage design and appearance. Submitted drawings shall provide the following:
 - 1. Type and size of all lettering and other sign elements in scale.
 - 2. Dimensioned overall elevation of sign in context with storefront.
 - 3. Sections and details through sign and mounting method.
 - 4. Materials, color swatches and specifications, fabrication technique and illumination.

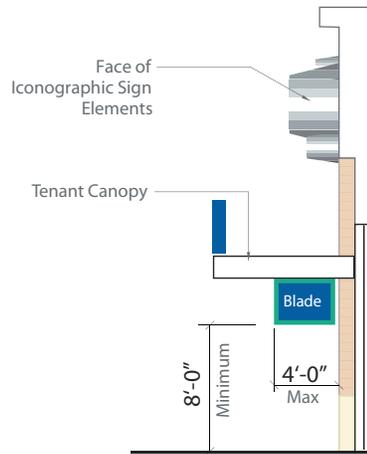


Figure 2a

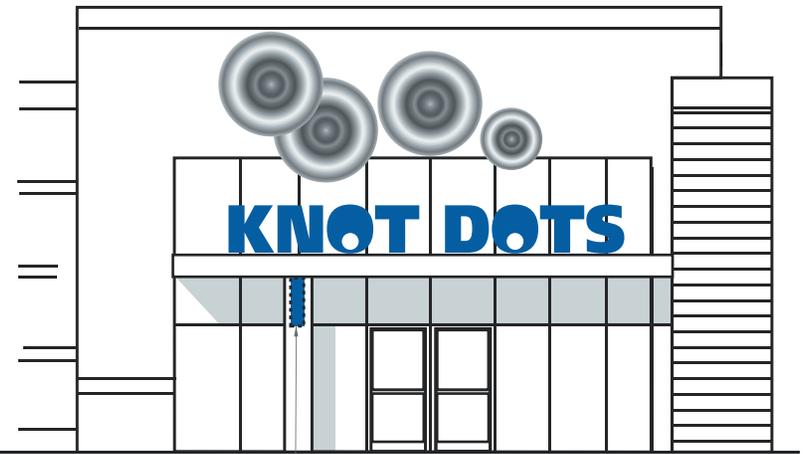


Figure 2a

Tenant Blade Sign

IV. SIGNAGE DESIGN CRITERIA

With prior approval of Owner, one (1) identity element is permitted per awning apron, visually balanced and proportional within the apron's length and depth. The maximum letter/element height shall be 6".



Figure 26. Silk-screened letterform on fabric awning.

D. GENERAL SIGN CRITERIA

1. Fabric Awning

Awning construction and installation shall be in compliance with the Architectural Storefront Criteria of this manual. Tenants are required to install a primary sign per the General Signing Criteria. Owner may permit Tenant's name applied directly to the fabric awning provided:

- a. Only letters or iconographic symbols designating the Tenant's trade name will be applied to the valance or apron (*fig.26*) scaled appropriately to overall apron height.

2. Glazing Graphics

Small-scale graphics no larger than 4" in height may be applied low and directly to the inside surface of the Tenant's show window with Landlord's approval (*fig.28*) provided graphic is:

- a. Silkscreened gold or silver leaf or pressure sensitive vinyls. Hand painting will not be permitted.
- b. Metal applique on glass or glass etching.

3. Etched Plaques

Tenant may be allowed one (1) plaque type sign (*fig.27*) on the Tenant's exterior wall or column with Landlord's approval provided:

- a. Plaque is non-illuminated, non-ferrous metal or sandblasted stone with etched and in-filled letter graphics (*fig.29*). Plaques shall have 1" returns and mounted with non-ferrous concealed anchors.
- b. Plaque is not greater than six (6) square feet in area and is positioned no lower than 3'-9" above the finished floor (*fig.27*).



Figure 27

Address Number
2" off the left mullion.
2" off the bottom mullion.



Figure 28. Silk-screened window graphic.



Figure 29. Silk-screened window graphic.

IV. SIGNAGE DESIGN CRITERIA

Storefront signs should be simply stylish, sophisticated and fashionably edgy. Illuminated digital imagery within spandrel glass areas, relative to the Tenant's merchandise, may be permitted where architecturally appropriate (fig.10) and approved in advance by Owner.



Figure 10. Dimensional letters with halo illumination and spandrel graphics.



Figure 11. Dimensional letters with halo illumination on polished metal background.

E. THE DISTRICT

Tenant is required to install one primary sign as specified in the *General Signing Criteria*. The Tenant may be allowed up to **40 square feet** of signage if, in the Owner's sole opinion, the sign design and location merit it. The maximum singular letterform height shall be 2'-0" unless otherwise approved by Owner. Sign types encouraged in The District include:

1. **Dimensional Reverse Channel (halo lit)**
 - a. Internal illuminated letterforms pin mounted to simple background (fig.11), or mounted on top or suspended under canopies (fig.12).
2. **Transom Signs**
 - a. Sign shall be completely flush in mullion system (fig.13).
 - b. Graphics on sign shall appear as one (1) color on background. Multi-color signs will not be permitted.
 - c. Graphics or background shall illuminate white only.
3. **Back-Lit Cut-Out Letters and Graphics**
 - a. Opaque cut-out forms and letters with illuminated edges on non-illuminated backgrounds (fig.15) or letters with indirect illumination (fig.14).
(continued on next page)



Figure 12. Fabricated letters suspended under canopy with indirect illumination.



Figure 13. Transom mounted sign with white light illumination.



Figure 14. Cut-out letters with rear illumination.

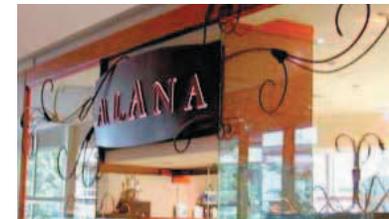


Figure 15. Cut-out push-thru letters with edge illumination.

IV. SIGNAGE DESIGN CRITERIA

Tenants are encouraged to be creative, abstract and entertaining in the design of their signing in The District. With prior approval and location by Owner, Tenant may have dimensional signing and icons in locations other than directly within their storefront limits.



Figure 10. Fabricated form with channel neon inline letterforms.

E. THE DISTRICT (CONTINUED)

The Tenant may be allowed up to **110 square feet** of signage if, in the Owner's sole opinion, the sign's design and location merit it. The maximum singular letterform height shall be 5'-0" unless otherwise approved by Owner. Sign types encouraged in The District include:

4. Dimensional Open Face Channel

- a. Visually exposed neon tube or bulb illumination as part of an intricate, themed and stylistically designed sign. Brightness levels will be reviewed and approved by Owner (*fig.10*).

5. Dimensional Channel

- a. Internally illuminated individual letters and graphics with lexan faces as a base component. Sign shall incorporate additional dimensional and/or illumination effects (*fig.13*).

6. Tube-formed Neon Signs

- a. Exposed multicolored neon tubes outlining letters or graphics used in a decorative fashion (*fig.11*)
- b. Neon signs with less than two (2) neon colors and/or one additional dimensional component will not be permitted.
- c. Neon tube sign components shall be positioned no closer than 3'-0" to the nearest vertical leaseline.

7. Sculpted or Formed Graphics.

- a. Polyfiber resin or fabricated shapes with internal, indirect or direct illumination (*fig.12*).



Figure 11. Exposed bulb and neon in fabricated forms and letters.



Figure 12. Sculpted forms with routed internal illumination.



Figure 13. Fabricated letters with neon inline.

IV. SIGNAGE DESIGN CRITERIA

The intent of the Community Core is to create an environment of artisan-like signs with creative mounting details and materials. Metallic backgrounds will not be permitted in the Community Core, however, letterforms and graphics may be a metal leaf technique on a neutral, "earth" or organic color tone background.



Figure 19. Cut-out letters and motif in storefront transom.



Figure 20. Gold leaf letters with halo illumination.



Figure 21. Transom mounted sign with cut-out letters on tile pattern.



Figure 22. Cut-out silver leaf letters with indirect illumination.



Figure 23. Canopy mounted dimensional letters with indirect illumination.

F. COMMUNITY CORE

Tenant is required to install one primary sign as specified in the *General Signing Criteria*. The Tenant may be allowed **40 square feet** or less of signage if, in the Owner's sole opinion, the sign design and location merit it. The maximum singular letterform height shall be 2'-0" unless otherwise approved by Owner.

Note: Cabinet box constructed signs or channel letters with illuminated plastic faces will not be permitted. Sign types encouraged in The District include:

1. **Dimensional Reverse Channel with Halo Illumination**
 - a. Internal illuminated letterforms with non-illuminated face pin mounted to simple background (*fig.20*).
2. **Rear Illuminated Cut-Out Letters and Graphics**
 - a. Opaque cut-out forms and letters with rear illumination on non-illuminated backgrounds.
3. **Dimensional Opaque Metal Face Panels with Halo Illumination**
 - a. Illuminated letterforms and/or graphics shall be routed out of fabricated panel forms. Fabricated panel form shall be pin mounted off architectural background and rear illuminated.
4. **Transom Sign**
 - a. Sign (cut-out) may be mounted directly to transom glass or a finished panel flush within the limits of the transom's mullion system (*fig.19*). This sign shall be in addition to the required sign outlined in the *General Signing Criteria*.
(continued on next page)

IV. SIGNAGE DESIGN CRITERIA

The material selection for signs in the Community Core shall be limited to single tone paint that will compliment the Owner's building palette. The intent is to create a pedestrian friendly, ambient glow sign environment. All sign types shall incorporate the halo effect in addition to the primary sign type selected.

Note: Signs may have illuminated plastic faces, however, rectangular cabinet box constructed signs will not be permitted.



Figure 17. Typical encouraged storefront sign character.

F. COMMUNITY CORE (CONTINUED)

Single tenant Community Core buildings may be allowed up to **110 square feet** of signage with maximum element heights determined by the Owner's sole opinion of the sign design merit. With Owner's prior approval, Tenant may be allowed one (1) additional building sign in a location other than directly within limits of tenant's storefront (*fig.18*). The illumination effect and construction techniques of Tenant's proposed sign shall be of the following:

5. Dimensional Channel or Reverse Channel with Halo Illumination

- a. Internal illuminated letterforms with non-illuminated face pin mounted to simple background..
- a. Letterforms with illuminated lexan faces shall additionally illuminate from rear (halo).
- b. Letterforms outlined in neon shall illuminate from rear (halo).

6. Rear Illuminated Cut-Out Letters and Graphics

- a. Opaque cut-out forms and letters with rear illumination.

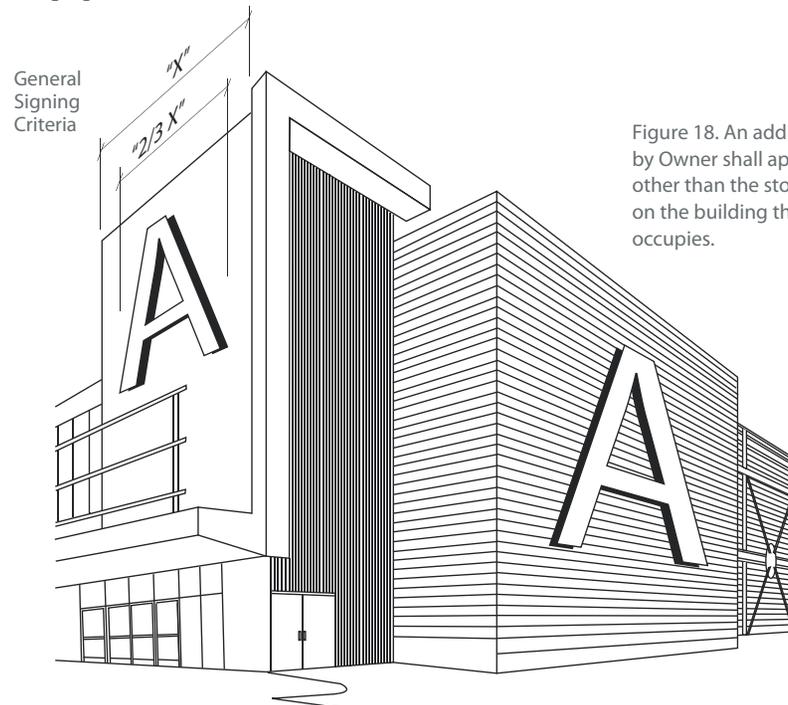


Figure 18. An additional sign approved by Owner shall appear on elevations other than the storefront's. And, only on the building the identified Tenant occupies.

IV. SIGNAGE DESIGN CRITERIA

I. GENERAL SIGN SPECIFICATIONS

All signs shall comply with applicable codes regarding materials, electrical connections and general construction. All permits which may be required by the City of Renton or any other jurisdictional authority shall be the responsibility of the Tenant.

- a. Owner approval of sign shop drawing submittal is required prior to fabrication or installation. Signs that have not been approved by the Owner; but installed by the Tenant may be removed by the Owner at Tenant's expense.
- b. Sign wording is limited to the Tenant's Trade Name and shall not include specification of merchandise sold or services rendered, regardless of the Tenant's legal name. Corporate crests, logos or insignia may be acceptable pending the Owner's approval and provided they are part of the Tenant's identity.
- c. Primary sign shall be integrated into the storefront design and be compatible with the color and material palette of the storefront. Sign height above finished grade shall be no lower than 10'-0" except when, in the sole opinion of the Owner, the sign's design merit a lower or higher installation. Letter size and location shall be proportional to the overall storefront design, and in compliance with this design criteria. Signs may project off storefront to a maximum of 4'-0" beyond the lease control line if build out conditions allow it.
- d. Signs are to remain on during The Landing business hours. Signs are to be controlled by a time clock and must be on a separate circuit from other lighting.
- g. Advertising placards, banners, pennants, names, insignia, trade-marks and other temporary descriptive material, may not be attached to the storefront or glazing.
- f. Signs shall be externally illuminated, back-illuminated or internally illuminated as allowed by the individual District Criterions. Backlit components must be contained wholly within the depth of letters and forms. Maximum brightness may not exceed one hundred foot lamberts and may be subject to Owner's approval. When internally illuminated, letters must be dimensional with returns.
- g. Premium quality fabrications are required. Hums, flickers and light leaks are not permitted. Attachment devices, bolts, clips, threaded rods, fasteners, tubes, raceways, conduit and other mechanisms are to be concealed from public view.
- j. There shall be no visible labels permitted on the completed signs.
- k. Letter size: Proportional letters required. See specific guidelines set within specific District Criteria. Note: Letter dimensions of greater proportions may be considered if, in the Owner's opinion, the sign design is of exceptional merit and architectural quality.
- l. The sign shall not be positioned higher than the building parapet.
- m. No element of the sign shall be closer than 3'-0" to the inside edges of the neutral pier or edge of building walls.
- n. Neon: Brightness of neon tubes is subject to Owner review. Backs of neon tubes are to be blacked out. Rheostat controls are to be integral with transformers for adjustment. No skeleton neon - all neon is to be supported by a rigid shape.
- o. Box or cabinet type of signs are not allowed.
- q. Signs must comply with all codes and regulations, must bear the U.L. label and must have current sign permits.
- r. The Tenant is responsible for all signs, permits, power sources, connections and installations.
- t. Metal sign materials, fastenings and clips of all types, shall be hot dipped galvanized iron, stainless steel or brass.

V. TECHNICAL CRITERIA

A. GENERAL BUILDING CRITERIA

1. Building Construction Type
 - Buildings 101-104, 200-204, 302-310, 401-403, 405 and 408 are all Type V-B per the 2003 IBC
2. Occupancy Classification
 - Buildings 103-104, 200-204, 302-310 and 408 are designed to accommodate A-3 or M occupancies.
 - Buildings 101/102, 401-403 and 405 are designed to accommodate M occupancies.
3. Applicable Codes

Tenants, Tenant Architects and Engineers and Tenant Contractors must verify and comply with all federal, state and local codes and requirements, including the Americans with Disabilities Act (ADA) and others that may not be identified here but are required but jurisdictions having involvement in the work.
4. Design Responsibility
 - a. The Tenant agrees to abide by the requirements set forth in this document in developing the design of their space. All plans, specifications, and calculations shall be prepared under the supervision of, and be sealed by a Professional Architect or Engineer licensed to practice in the State of Washington and shall be submitted to the Landlord for approval.
 - b. The Tenant agrees to retain the services of a Professional Engineer to design the electrical and mechanical systems within their space, and then to inspect the work to ensure that it is carried out in compliance with the performance requirements and that it does not cause any detrimental effects to the Landlord's systems or systems of other Tenants.
 - c. All work shall be in accordance with the current Renton Building Codes, the National Electric Code, ASHRAE Handbooks, SMACNA Guidelines, and all other applicable codes and standards.
 - d. Food service facilities shall be additionally designed and constructed to adhere to pertinent State Board of Health and the local Department of Public Health.
 - e. The Tenant is required to submit calculations and documents for the design and installation. The Landlord's approval is intended to ensure that the Tenant's design respects the limitations of the proposed base building systems; to ensure that the interfaces between the Tenant's systems and the base building systems conform to the respective limitations; and to assess that the Tenant's demand on the base building services can be satisfied. The Landlord's approval does not ensure satisfactory performance of the Tenant's systems, nor compliance with any Federal, State or City codes, regulations and ordinances. The Tenant accepts full responsibility to ensure that the systems design and provisions will perform to the requirements

V. TECHNICAL CRITERIA

stipulated to his own satisfaction.

f. Tenant agrees to submit for approval to the Landlord complete drawings and design documents of all Tenant work. The drawing submittal shall include four (4) print sets at Tenant Preliminary Submission and Tenant Construction Package Submission as described in section VI of this manual.

5. Tenant Construction Responsibility

a. The Tenant's work shall be coordinated with the work being performed by the Landlord and other Tenants in the building, to such extent that the Tenant's work will not interfere with or delay the completion of any other construction work in the building.

b. The Tenant shall provide public liability and property damage insurance for all work performed by Tenant's contractor, Subcontractors, Vendors, and their respective Subcontractors and Vendors, in amounts required by Landlord.

c. The Tenant agrees to deliver to the Landlord a complete release from all Liens arising out of the Tenant's construction work. The construction damage deposit shall be retained until the Tenant's contractor completes or submits the following:

- Construction of the Premises in accordance with the Landlord approved construction documents.
- All punch list items are resolved.
- Submission of the Certificate of Occupancy, or final building permit, or other type of documentation required by the local jurisdictional authority necessary for the opening of the store to the public.
- Submission of unconditional lien releases from the general contractor and all subcontractors.
- Submission of as-built drawings.
- Submission of an updated list of all subcontractors and vendors that were involved in the construction.

B. MECHANICAL CRITERIA

1. Mechanical Design Criteria

a. This document establishes the criteria that the Tenant must follow in the design of their mechanical systems. The Tenant is to submit calculations and documents for the design and installation. Landlord approval shall indicate conformance with design criteria and does not constitute satisfactory system performance, which is solely the Tenant's responsibility. The intent of this document is to address the minimum criteria for the following:

b. Kitchen exhaust type ductwork, connection to roof-mounted exhaust fan.

c. Sanitary sewer and vent system for plumbing fixtures, including connection to Landlord's under-floor waste and/or overhead sanitary vent

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systems in the Premises. Tenant must core drill, seal and make watertight the floor, in location(s) to be pre-approved by the Landlord, to access the sanitary waste line, water, and all other penetrations.

d. Domestic water service commencing from Landlord's valved connection in or below the Premises for Tenant furnished extension to approved Tenant furnished fixtures. All Tenants are to provide and install water meters at the Tenant's expense. Main water meter to the building is provided by Landlord. Tenant will be required to install a Landlord-approved water sub-meter (deduct meter) in the demised premises.

e. Wet sprinkler fire protection systems in conformance with code, including revisions to or extension of connections in conformance with Landlord criteria to meet Tenant's layout.

2. Kitchen Exhaust Air Criteria

a. Tenants are to provide their own kitchen hoods, kitchen hood exhaust, roof mounted exhaust and make-up air. The hoods and exhaust ducting are to be designed in accordance with all applicable codes and Landlord's requirements. Tenant shall be responsible for all associated costs in providing and installing kitchen hoods, kitchen hood fire suppression systems, and exhaust. All additional work required to accommodate the ducts and fans shall be the responsibility of the Tenant. Tenant shall adequately protect roof during installation of all equipment. Tenant shall utilize Landlord's roofing contractor, at their expense, so as to not void the roof warranty.

b. All hood shop drawings shall be submitted to Landlord for Landlord's approval. Tenant shall submit with drawings a duct riser diagram showing exhaust and make-up air ducting.

3. Equipment Noise Criteria

a. Mechanical or allied equipment to be installed by Tenant must conform to the following noise and vibration limits:

- It must not produce sounds which emanate into any adjacent occupied areas (not occupied by or leased by Tenant) exceeding 40 dBA.

b. In Tenant's Premises it must not produce sounds exceeding 40 dBA in normal areas of human activity.

c. If floor-mounted, it must be on an adequate resilient mounting system to provide at least 95% vibration isolation of all frequencies generated by the machinery or equipment.

d. If mounted or suspended from the roof or other structure, it must provide at least 95% vibration isolation of all frequencies generated by the equipment; and the mounting system must be such that no resonances can occur between the equipment and the structure. Location determined by

V. TECHNICAL CRITERIA

Landlord in pre-selected areas.

4. Plumbing Calculation Criteria for Tenants
 - a. The provision of plumbing fixtures, and water heaters, etc., and connections to Landlord's sanitary waste will be designed and installed under the Tenant contracts after Landlord's approval of the drawings. Layout drawings and calculations shall be submitted as described.
5. Gas Service
 - a. See the Lease Outline Drawing for location and the size of the gas service. Tenant is responsible for extending gas service from the manifold to their premises, providing the meter, applying to, and obtaining a permit from, Puget Sound Energy. A copy of the PSE worksheet can be found in the appendix. The gas service shall be designed and installed to meet the requirements of the local gas utility, fuel gas code and the Uniform Plumbing Code. Tenant shall complete the PSE worksheet and send it to the Landlord for approval.
 - b. The Tenant shall be solely responsible for arranging for and providing gas service as required including, but not necessarily limited to coordination with meter connections, gas line and its enclosure, flues, pressure regulators, and all work associated with providing a complete gas service.
6. Fire Protection Criteria
 - a. The Landlord will furnish and install a complete wet pipe sprinkler system grid throughout all portions of the work. The Tenant will, at the Tenant's expense, alter, move, add, or realign sprinkler heads in accordance with Tenant layout requirements.
 - b. All work shall be in accordance with NFPA 13 and shall be submitted for approval not only to the Landlord, but also to the local authorities having jurisdiction over the work.

C. ELECTRICAL CRITERIA

This document establishes the criteria that the Tenant must follow in the design of this system.

1. Document Submission Requirements

The documents to be submitted for the Landlord's approval include the following:

 - a. All design and construction requirements indicated by Tenant shall comply with this design criteria manual and all enforced codes, standards and regulations. Tenant is responsible for determining all applicable and enforced codes with the authorities having jurisdiction.

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- b. Complete plans and specifications for all electrical work, including lighting, power and one-line riser diagrams. Documents shall be sealed and signed by a licensed Washington professional electrical engineer.
- c. All calculations shall be in accordance with the National Electrical Code (except where modified by local ordinance) and in accordance with good engineering practice. Calculations shall include all branch circuits and feeder (service) tabulations.
- d. All calculations are to be expressed in watts or kilowatts.

2. Electrical Design Criteria

- a. Calculated electrical load of the Tenant's lighting systems shall comply with the Washington State Energy Code and shall be based upon the following design conditions:
 - b. Materials, products and equipment, including components thereof, shall be new and appear on the Underwriter's Laboratories' List of Approved Items, and shall meet requirements of IEEE, NEC, NEMA, CBM and other recognized standards and shall be sized in conformity with requirements of the National Electrical Code and other applicable codes, whichever are more stringent.
 - c. Panel boards shall be 277/480 Volt and/or 120/208 Volt, three-phase, four-wire systems.
 - d. Transformers shall be 480 Volt, three-phase, four-wire to 120/280 Volt, three-phase, four-wire.
 - e. Landlord supplied electrical system will include space in a switchboard or panel board for Tenant service circuit breaker (provided by Landlord at Tenant's expense) and an empty electrical conduit routed to Tenant's Demised Premises.
 - f. Tenants shall provide service conductors from Tenant electrical panel in premises to the wireway above the Landlord distribution panelboard. Tenant shall provide 15' of coiled wire in wireway for future connection by Landlord at the Tenant's expense.
 - g. Tenants shall provide a safety disconnect within his premises, and all required transformer(s) and panelboard(s). Disconnect switches shall be fused or standard duty NEMA type as required by Code manufactured by Square "D" or equal, in enclosure suitable for the application.
 - h. At the Tenant's expense, Landlord will provide empty telephone conduit from the Tenant demised premises to the telecommunications board in the electrical room.

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- i. Telephone installation and service charges shall be paid by the Tenant directly to the telephone utility company furnishing the installation and services. Tenant shall make all necessary arrangements with the telephone company and provide all necessary equipment for connection to telephone system. Tenant shall be responsible for ensuring that telephone cables used meet all codes. All telephone cables should be either installed in conduit or be Teflon coated, fire retardant type acceptable to the City of Renton.
- j. Manual motor starters with overload protection may be used for fractional horsepower motors. Single phase starters shall be Square “D” or equal. Three-phase starters shall be provided with an overload device in each phase. Phase reversal protection is strongly recommended. Magnetic motor starters shall be used for integral horsepower motors. Combination starters, when used, shall contain fusible switches. Reduced voltage starters shall be used for all motors larger than 25HP at 208V and 40HP at 480V.
- k. Fluorescent lighting fixtures shall utilize high power factor thermally protected electronic ballasts, suitable for either rapid start, instant start or program start use. Preheat or trigger start magnetic ballasts shall only be used in special applications where more efficient ballasts are not available.
- l. Incandescent light fixtures shall be as required by Tenant.
- m. Metal halide fixtures shall have protective lenses or shall use protected lamps.
- n. Motors shall be designed to the latest NEMA standards. Motors rated ½ H.P. and larger shall be three-phase, 208 or 460 Volts. Motors rated less than ½ H.P. shall be single phase, 120 Volt.
- p. Water heaters and space heating equipment shall be connected by the Tenant to the Tenant’s electrical system.
- q. Air conditioning systems for sit-down restaurants and cafes shall be connected to the Tenant’s electrical system.
- r. The Tenant shall provide a light and convenience outlet near all Tenant mechanical equipment above fixed suspended ceilings. Switch for light shall be located near access panel to ceiling space and shall have continuous lighted pilot for ease of location.
- s. The following equipment shall be identified with engraved bakelite nameplates as to name and/or functions: distribution panels, lighting panels, motor starters, remote control stations and time switches.
- t. All electrical work shall be installed so as to be readily accessible for operating, servicing, maintaining and repairing. Hangers shall

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include all miscellaneous steel, such as channels and rods, necessary for the installation of the work. Fasten hangers to steel, concrete, or masonry fixed elements only. Do not fasten or suspend products from mechanical work. All conduits shall be concealed. Flexible conduits shall only be used for final connection to vibrating equipment, lighting whips, or hard-to-access terminations. MC cable is not allowed.

u. Grounding shall be via conductors in conduits and all connections bolted or brazed, connected to cold waterlines for all neutrals of transformers.

v. The Tenant's calculated load will be based upon the summation of the following:

- 125% of the connected lighting load
- 50% of the connected load on all circuits supplying miscellaneous power and receptacle outlets
- 50% of the spare breakers and spaces for future breakers calculated at 70% of the circuit Ampere rating times circuit voltage times the number of poles
- 100% of the greater load supplying fans and electric heating or electric air conditioning
- Lighting loads for fluorescent and/or high intensity discharge fixtures shall be computed using rated lamp wattage and ballast, plus 10% power factor correction rounded off to the nearest Volt Amperes
- 65% of the kitchen equipment load, including refrigerators, freezers, etc., rated 2 KW or greater. 100% for kitchen equipment, including refrigerators, freezers, etc., rated 2 KW or less, in accordance with the National Electrical Code, and all other supplements
- 100% of the electric water heater load
- Equipment loads - nameplate Volt Amperes

w. Other than specifically set forth in the preceding paragraphs, all electrical work shall be in accordance with the National Electrical Code and all other codes and authorities having jurisdiction.

D. EQUIPMENT OUTLINE SPECIFICATIONS

1. Installation of Roof Curbs

a. Tenant shall utilize the Landlord's roofing contractor, at their expense, so as to not void the roof warranty.

b. Exact location for placement of roof curb will be given to tenant's General Contractor by Landlord's construction Administrator. Tenant's General Contractor must verify that specified roof opening will not cause undue interference with existing systems such as lighting, hung ceilings, sprinklers, etc. If such existing systems interfere, he must take necessary steps to alter such systems prior to cutting roof for opening.

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c. Changes to, or additional demand added to, the structural system shall be submitted to the Landlord for review. Details for roof curbs shall be submitted to the Landlord for review.

2. Heating & Air Conditioning Ductwork & Plenums

a. Construction: All ductwork construction shall be fabricated from galvanized sheet steel or black steel in accordance with the standards of the American Society of Heating, Refrigeration and Air Conditioning Engineers, and in strict compliance with the latest applicable Standards of the Sheet Metal and Air Conditioning Contractors National Association editions.

b. Ductwork for dishwasher exhaust shall be fabricated rectangular low pressure stainless steel, aluminum or PVS ductwork, and in no case shall this ductwork be less than 20 gauge. Ductwork shall be properly pitched to drain to the hood connection and joints shall be sealed to prevent leaking.

c. Construct ductwork of galvanized steel, conforming to ASTM A525, in accordance with Sheet Metal and Air Conditioning National Association (SMACNA) Low Pressure Duct Construction Standards. Galvanized coating shall not be less than 1.25 ounces per square foot (both sides). Elbows shall have a minimum of three gores. Size changes shall be made with transitions. Branch duct connections shall be made with fabricated 45 degree lateral wyes. Manual volume dampers shall be the reinforced plate type with accessible locking quadrant and end bearings.

d. Support ductwork in accordance with SMACNA recommendations except that no wire supports or expansion nails will be permitted. Ducts smaller than 19 inch diameter may be supported with one inch wide by 22 gauge galvanized steel straps at 10 foot centers, attached to structure with approved fasteners.

e. UL Class 1 flexible glass fiber duct may be used to connect branches to ceiling diffusers. Glass fiber duct shall be minimum 1 inch thick and have a vapor barrier jacket, a spring steel spiral supporting wire, a scrim cloth inner lining, and galvanized sheet metal end connections. Length shall not exceed 6 feet and duct bends shall be 90 degrees or less.

f. Seal all joints in supply ductwork with Hardcast Pressureless Tape or Arabol and canvas.

g. Provide supply and return plenums from heat pump down to within 14 feet of floor. Plenums shall be the same size as unit openings.

h. Return air must be ducted. The use of the attic space for a return air plenum is not permitted.

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- i. Duct Insulation: All conditioned supply air, heated supply air, outdoor air, return air and mixed air ductwork and plenums shall be internally lined with 1 inch thick glass fiber insulation, minimum 3 lb/SF density.
- j. Insulate galvanized sheet metal supply and return round ductwork with 1-1/2 inch thick, 1.0 pound/cubic foot density unfaced flexible glass fiber blanket. Attach insulation to duct with 18 gauge galvanized steel wire tied 18 inches on center. Lap seams three inches.
- k. The entire inside surface of supply, return and exhaust rectangular ductwork must be lined with 1 inch thick, 2 pound/cubic foot density semirigid faced glass fiber duct lining. Attach lining with proper pins 16 inches on center in all directions. Adhere edges of insulation to inside of ductwork with a 4 inch wide band of Foster's 85-62 adhesive.
- l. Air Distribution Devices: Air distribution devices shall be grilles or ceiling diffusers installed as required to achieve draft-free air distribution in accordance with good engineering practice. Diffusers or grilles shall have integral manual volume control devices. All air devices shall be selected with an NC value of 35 or below.
- m. Fire Smoke Dampers: Tenant shall provide fire dampers wherever ductwork installed by Tenant penetrates a fire-rated partition of 1 hour or more, and shall indicate the location of fire dampers on the design drawings. Provisions shall be made for sufficient access to each fire smoke damper. All fire smoke dampers must be approved for use in The Landing and carry evidence of UL approval.
- n. Air Balance: Tenant shall engage the services of a certified air balance contractor to adjust and completely balance Tenant's portion of the system to the design air quantities. Tenant shall provide to Landlord a copy of the certified air balance report showing design and measured air quantities of static pressures.
- o. Exhaust & Make Up Air: Food and Café Tenants will provide individual kitchen exhaust and makeup air systems constructed and installed for each area. Systems shall be designed and constructed so that 85% of the kitchen exhaust air quantity will be replaced by Tenant furnished and installed make-up air systems to prevent the migration of odors and/or heat and cooling to other occupied premises or to the public area.
- p. The Tenant will furnish and install kitchen exhaust make-up air duct(s) only from a roof fresh air inlet to Tenant designated locations. Each Tenant is allowed 4,000 CFM maximum unless otherwise approved by the Landlord. Tenant is to furnish intake hood fan, fan filters, tempering coils, ductwork and controls to suit Tenant layout.

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q. Kitchen exhaust and make-up air ductwork furnished and installed by the Tenant shall be constructed and installed according to the following criteria:

- Make-up air ductwork shall be fabricated from galvanized sheet metal in strict accordance with the current Duct Construction Standards of the Sheet Metal and Air Conditioning Contractors National Association of America.
- Extra care must be taken with the appearance of all ductwork exposed to public view from the surrounding areas or from above. Ducts must be only spiral duct or rectangular sheet metal construction. Joints and seams must have a neat, completely finished appearance. Hangers must be evenly spaced and neatly finished off. Hanger types and location must be shown in detail on plans submitted for Landlord review, and all hangers and support systems are subject to Landlord's approval for visual coordination. No strap type hangers will be permitted. In areas where Landlord provides exposed metal grids, no ductwork may be installed above the grid, unless approved by Landlord.
- Kitchen exhaust ductwork shall be constructed of 10 gauge (minimum) thickness black steel. Continuously weld all longitudinal joints. Weld all transverse joints or provide flanges with 2"x2"x1/8" structural rolled angles with high temperature gasket and sealer. Where applicable, ducts shall be enclosed as required by City of Renton per Washington building codes.
- Cleanout doors shall be provided by Tenant at 10'-0" centers on the side of the kitchen exhaust duct. Cleanout doors shall be located to provide access to each sprinkler head located inside the duct. Bottom edge of cleanout door shall be not less than 2" above the bottom of the duct. Every Tenant shall have at least one cleanout door. Provide coupling for sprinkler installation welded into the duct at each cleanout door. Provide a cleanout door and grease drain at the base of each vertical section of kitchen exhaust duct. Cleanout door and frame shall be fabricated of the same gauge metal as the duct. Provide 1/8" thick high temperature gasket, approved for use on kitchen exhaust ducts, between frame and duct and between door and frame.
- All kitchen exhaust ductwork and hoods must be fire wrapped in accordance with the City of Renton per Washington Building Code and the Uniform Mechanical Code. Access doors must coordinate with the rated enclosures.
- Kitchen exhaust fans shall be provided with cleanout and drainage provisions; they shall be constructed to meet the NFPA-96 (latest edition) standards and be UL listed, FM approved and approved by the Landlord for removal of smoke and grease-laden vapors.

V. TECHNICAL CRITERIA

3. Plumbing Systems

- a. Domestic Water & Sewer Systems: Plumbing work shall conform to good engineering practice and in accordance with the applicable plumbing codes and Landlord's requirements. Slab penetrations must be core drilled, sleeved and waterproofed. Sleeves should extend 2" above the slab. Prior to core drilling, Tenant must drill 1/4" pilot holes and have each location approved by the Landlord.
- b. Sanitary Drainage: Piping and main pipes shall be service weight cast iron. Branch drain pipes and vent pipes two inches and smaller may be galvanized steel pipe, copper tube DWV weight or heavier. Tenant shall install cleanouts as required by applicable code and Landlord's requirements and these shall terminate flush with the finished floor or wall. No cleanouts shall be permitted above suspended ceilings. Spacing of cleanouts shall not exceed 75 linear feet.
- c. Domestic Water: Domestic water piping shall be Type L copper with wrought copper fittings, joined with ASTM 95-5 solder. Provide dielectric fittings when joining or abutting dissimilar metals. Tenant shall install air chambers or shock absorbers in piping system to prevent noise and damage due to water hammer. Branch piping shall have accessible service valves. Provide shut off valves in the supply piping to every fixture. Meters shall be installed within its premises or a location mutual agreed upon as acceptable by the Landlord.
- d. Water Pipe Insulation: Tenant shall insulate domestic hot and cold water piping with fiberglass insulation with a non-combustible UL rated vapor barrier jacket or closed cell flexible insulation equal to Armoflex II. Insulation thickness shall be as required by the Washington State Energy Code, 1/2" minimum thickness.

4. Fire Protection Systems

- a. All Tenants shall provide hand fire extinguishers as required by local building authority.
- b. For all cooking equipment exhaust hoods and ducts, the Tenant shall install a dry chemical suppression system or approved equivalent with connection to an approved gas shut off valve or electrical disconnecting means if electric, to disconnect all cooking appliances below the hood.

E. ROOFING CRITERIA

1. General Requirements

- Tenant must utilize Landlord's roofing contractor, at their expense, so as to not void the roof warranty.
- All damage occurring as a result of the HVAC unit replacement to the roof, building, equipment screens, mechanical equipment,

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water lines, electrical lines, etc., shall be the responsibility of the Tenant's General Contractor and must be repaired or replaced to Landlord's satisfaction.

- a. Tenant's General Contractor must secure and pay for all permits and approvals required by any governing authority.
- b. Tenant's General Contractor will be responsible for the removal of all job related debris as it accumulates. Roof surface in area involved shall be left in broom clean condition.
- c. Tenant's General Contractor will take every precaution and preventative measures required to maintain a water tight condition in all areas of roof penetrations and/or other Tenant Contractor work throughout the course of this work.
- d. Any change to these procedures must be approved by Landlord's Construction Administrator in advance of change.
- e. Landlord reserves the right to perform all or part of Tenant's work at Tenant's General Contractor's expense if in Landlord's opinion further delay will cause hardship or loss to himself or his other tenants.

2. Roof Access

- a. Access to the roof is restricted to Landlord's personnel and Landlord's designated contractors only. No Tenant contractor or subcontractor will be permitted on the roof unless written permission has been obtained from the Landlord.

3. Roof Penetrations

- a. Tenant is required to use Landlord approved Roofing Contractor for all re-roofing, repair and patching procedures. Locations of all roof penetrations must be shown on the drawing and approved by the Landlord. Tenant's contractor is allowed to penetrate the Landlord's roof to accommodate Tenant's roof top equipment. Roof equipment plan submittals shall include the following:
 - The exact locations dimensioned to grid lines
 - The penetration sizes and required reinforcement of roof deck
 - The exact size and outline of all curbs with the actual weight (including that of equipment, ducts, shafts, etc.) bearing on the roof at each location
 - Location of existing structure and additional reinforcement required by Tenant's equipment weight.
 - Details of Landlord approved curbs, sleeper, roof jacks and penetration flashing

4. Roof Construction Requirements

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- a. All roofing details must be installed per approved manufacturer's details. Additionally:
- All conduit or pipe penetrations must be no less than 10" from equipment curb but no more than 14" from equipment curb
 - Conduit may not be run horizontally on roof surface
 - No wood sleepers of any kind will be allowed
 - Condensation and drain lines may not be run horizontally on the roof surface
 - No exhaust or vent shall be within 15' of any roof-top supply air vent
 - When locating restaurant supply & return air ducts at the roof level, special consideration should be given to the distance between supply air intake & exhaust ducts. Also, the direction of discharge from exhaust vents should be such to prevent odors from entering other systems.

5. Roof Related Tenant Improvement Specifications

- a. When stored on the roof deck overnight, store rolled materials on end and on pallets. Totally cover materials stored outside using a breathable covering. Extend covering down to the pallet so that no materials remain exposed, and properly to resist wind uplift. Unprotected, moist, or otherwise damaged materials or materials with evidence of moisture damage, such as staining, shall not be used.
- b. Select and handle material handling equipment to avoid damage to materials, existing construction, or applied roofing.
- c. Removal and new work are only to be accomplished in dry weather with no precipitation expected during the work period.
- d. Remove all debris from the roof. This includes, but is not limited to, any existing roof membrane, roof insulation, removed decking, excess and scrap materials, sheet metal scraps, screws and nails.
- e. Provide 15 pound (minimum size) fire extinguisher at each side to torch application.
- f. The Contractor must take every precaution to prevent interior leakage, materials falling into the interior, or other such occurrences.
- g. The Contractor shall return all improvements on or about the property, which are not shown to be altered, removed, or otherwise changed, to conditions which existed previous to starting work or better.
- h. The Contractor shall be responsible for the patching of existing membrane, not scheduled for replacement or alteration, which is damaged during any sequence of work.

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- i. Existing materials designated to remain, which are damaged or defaced as a result of the work and are unsuitable for the use intended, shall be replaced at the Contractor's expense to the satisfaction of the Landlord.
- j. Where it is necessary to remove or alter existing construction, all construction affected shall be properly patched and filled out to match existing or new work.
- k. Patch defective or incomplete surfaces caused or exposed by work at the project using approved procedure and materials.
- l. Repairs of existing roofs required by the Contract, or necessary because of damage from this work, shall use products equivalent to, and compatible with, existing materials and applied only to clean and dry surfaces.
- m. Conform to regulations of public agencies, including specific requirements of the City and State jurisdiction.
- n. The Contractor shall install roofing to match the existing roof per Landlord's specifications. All alterations of the existing roof shall maintain the roof warranty. If a material manufacturer's warranty is still in effect, the material manufacturer and roofing contractor that installed the roof system must be notified. Additionally the Contractor installing the alterations shall guarantee the installation of roofing and flashing to be watertight for a period of two years.

VI. SUBMITTAL REQUIREMENTS

A. TENANT PLANS

1. The Design Package includes, when available, a layout of the leased premises known as The Architectural Mechanical Electrical Drawing and the Landlord's Lease Outline Drawings. It is the responsibility of the Tenant or Tenant's Architect to field-verify all conditions and dimensions within the leased premises before commencing work.
2. Plans and specifications must be prepared by Architects and Engineers licensed in the appropriate jurisdiction and must conform to all governing codes and laws. Drawings prepared by General Contractors, or other unlicensed persons, will be returned to the Tenant for resubmission. The services of a professional Architect experienced in retail store design are in the Tenant's best interest for an innovative, effective, cost efficient design. Plans shall be drawn to an appropriate and accurate scale. All drawings must be submitted to the Landlord's Representative.
3. Tenant shall not submit any plans to city of Renton or other regulatory agencies for permit applications or plan approvals without the Landlord's prior written approval.

B. TENANT'S PRELIMINARY SUBMISSION

1. The purpose of this review is to accelerate the design approval process and to assure early acceptability of the proposed design and timely approval of the final construction documents.
2. In accordance with the requirements and time frames defined in the Tenant's lease, with receipt of the Design Package, the Tenant must submit to the Landlord for review and approval four (4) sets of prints of design direction/preliminary drawings.
3. Required drawings shall be to an appropriate and accurate scale for the Landlord to clearly read, understand and review the Tenant's proposed improvements. The following minimum information is required:
 - a. "Preliminary Tenant Submission Cover Sheet". See last page of this Tenant Design Manual.
 - b. Responsibility Schedule for Tenant Contractor, Tenant and Landlord.
 - c. Perspective/Axonometric sketch or photographs, or color rendering depicting actual proposed storefront.
 - d. Storefront elevation(s) with section(s) indicating framing and finish materials, and sign location with dimensions.

VI. SUBMITTAL REQUIREMENTS

- e. Storefront signs and graphics.
- f. Floor plan(s) showing demising walls, interior partitions, storefronts, doors, major display elements, cash wrap counter, finish materials and other pertinent items with dimensions.
- g. Reflected Ceiling Plans showing ceiling type, elevation and finish, light fixture type and location, and other pertinent items.
- h. Transverse and longitudinal sections across Tenant's premise.
- i. Fixture layout and circulation plan.
- j. Sample board of all colors and finishes used throughout the store, including such items as carpet, paint, vinyl wall coverings, plastic laminate, veneers, metal and tile, which must be coordinated with the finish schedule on the documents, and storefront. The sample board must not exceed 11" x 17" in size.

C. LANDLORD'S PRELIMINARY SUBMISSION REVIEW

1. Landlord will review and return the above drawings in accordance with the time frames defined in the Tenant's lease. The submission will be reviewed and returned by Landlord and will be marked:
 - a. "Approved": Tenant may proceed as intended with design direction represented.
 - b. "Approved as Noted": Tenant may proceed as intended with design direction represented with the incorporation and/or by providing responses to specific Landlord annotations within the submission.
 - c. "Revise and Resubmit": Landlord has major concerns with components of Tenant's submission and/or the design direction it represents. Specific corrections and/or modifications are required before the design can be advanced. Landlord will annotate submission and show any corrections required with the reasons for such.
2. If the Preliminary Submission is returned marked "Revise and Resubmit" it must be revised and resubmitted in accordance with the time frames defined in the Tenant's lease.

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3. The Landlord's Representative is the final arbitrator of design. Any material, configuration, sign or other aspect of the store which is, in the opinion of the Landlord, detrimental, will be rejected.
4. The Landlord reserves the right to provide final design at the Tenant's sole expense, if an acceptable design cannot be found otherwise.

D. TENANT'S CONSTRUCTION PACKAGE SUBMISSION

1. The Tenant shall commission an Architect, registered in the state of Washington, to preparing Construction Drawings and Specifications for the Tenant's leased premises. Construction Drawings must be comply with, and prepared based on, the Tenant's approved Preliminary Submission.
2. Construction Drawings and Specifications must be submitted to the Landlord in accordance with the requirements and time frames defined in the Tenant's lease after receipt by Tenant of Landlord's approved Preliminary Drawings.
3. Tenant shall submit to the Landlord for review and approval four (4) sets of prints of complete Construction Drawings and Specifications. The following information is required:
 - a. Cover sheet with responsibility schedule for Tenant Contractor, Tenant and Landlord and a Key Plan showing location of Leased Premises and Landlord space number
 - b. Enlarged Storefront Plan, Section, Elevation, and details to describe all framing and finish materials, connections, trims, reveals, dimensions and signage
 - c. Floor plan(s) indicating demising walls, storefront, interior partitions, doors, rest rooms and plumbing fixtures, cash wrap counter and display fixtures, floor finishes, materials, dimensions and references to other drawings
 - d. Reflected Ceiling Plan indicating heights, materials, finishes, light fixtures, HVAC diffusers and return air grilles, sprinkler heads and relationships to major floor plan elements
 - e. Interior transverse and longitudinal sections of the store indicating ceiling heights, wall elevations, finish materials, display fixtures, and other pertinent items
 - f. Elevations of all interior walls showing heights, materials, finishes, wall-mounted display fixtures, bulkheads, curtain walls, and major display fixtures

VI. SUBMITTAL REQUIREMENTS

- g. Fixture plan with sections and details to fully describe all architectural elements, cash wrap counter, display fixtures and any special conditions
- h. Room finish schedule listing all surfaces and materials that correspond with the sample material board
- i. Door schedule and related details
- j. Sign drawing indicating size of letters, materials, finishes, mounting details and method of illumination
- k. Complete HVAC Plans, including, but not limited to, HVAC unit locations, HVAC unit weight, specifications, ductwork size and layout, and diffuser layout. Where applicable, all smoke exhaust fans and related equipment must also be shown on the HVAC documents.
- l. Electrical Plans, including, but not limited to, the riser diagram, panel schematic with phase loads totaled and balanced to within 10%, and lighting fixture schedule – final calculations clearly showing watts per square foot.
- m. Plumbing Plans, including such items as sanitary, fresh water and gas line schematics, pipe sizes, clean-outs, floor drains with trap primers, grease interceptors, meter and/or remote reader locations, hot water heater and locations.
- n. Landlord's Architectural Mechanical Electrical Drawing is to be included as part of the Tenant's Construction Documents and submitted to the Landlord for final approval.
- o. Fire sprinkler layout.

E. LANDLORD'S CONSTRUCTION PACKAGE SUBMISSION REVIEW

Before Tenant can proceed with and/or present a building permit package to the city Tenant shall have submitted to and received approval from Landlord on their Construction Package Submission.

1. Landlord's Approval

After review of Tenant's Construction Package Submission, it will be returned marked:

VI. SUBMITTAL REQUIREMENTS

- a. “Approved”: Tenant may proceed with submission for building permit(s).
 - b. “Approved as Noted”: Tenant must incorporate and/or response to specific Landlord annotations before proceeding with or submitting for building permit(s).
 - c. “Revise and Resubmit”: Landlord has major concerns with components of Tenant’s submission. Tenant shall revise and resubmit Construction Package to the Landlord for approval in accordance with the time frames defined in the Tenant’s lease days. All revisions to the Construction Package must be approved, in writing, by the Landlord before Tenant can submit for building permit(s).
2. Building Codes & Local Jurisdiction Approval
 - a. Tenants have total responsibility for compliance with all Federal, State and Local codes and ordinances. Tenants shall be solely responsible for submission to local jurisdiction for obtaining building permits and other permits as required. Approval by local jurisdiction in no way constitutes approval by Landlord described above.
 3. ADA Requirements
 - a. Tenant, Tenant’s Architect and Tenant’s Contractors must comply with all Federal, State and Local ADA requirements.

F. TENANT’S ADDITIONAL SUBMISSION REQUIREMENTS

1. Fire Protection Shop Drawings

Tenant shall submit to Landlord, for approval, Tenant’s Sprinkler Subcontractor’s Shop Drawings. Submission shall contain three (3) sets and shall include, at a minimum:

 - a. Reflected Ceiling Plans with sprinkler head locations shown and dimensioned
 - b. Automatic sprinkler details including piping sizes, hanger sizes, sprinkler head types, and new and existing sprinkler locations
 - c. Specifications
 - d. Landlord approved architectural, mechanical & electrical plans

VI. SUBMITTAL REQUIREMENTS

2. Signage/Environmental Graphic Design Shop Drawings

- a. Tenant shall submit to Landlord, for approval, Tenant's Signage Subcontractor's Shop Drawings. Submission shall contain three (3) sets and shall include, at a minimum:
 - All exterior and/or mall concourse facing signage and sufficient dimensions, details and information to evaluate compliance with Tenant criteria defined within this manual.
- b. The Landlord reserves the right to reject any signing which, in the Landlord's opinion, is inappropriate for The Landing. Failure to obtain Landlord's approval of signage may result in the removal of said signage.

VII. CONSTRUCTION REQUIREMENTS

A. REQUIREMENTS

The following guidelines were prepared to aid the Tenant Contractor in understanding Landlord requirements. It is imperative that the Tenant Contractor maintains open and clear communication with the Landlord's Representative while the store is under construction.

1. Materials and Warranties
 - a. Tenant will use only new, first-class materials in completion of Tenant work. All work and equipment must be warranted for a minimum of one (1) year from installation.

2. Tenant Contractors
 - a. All contractors engaged by Tenant must be bondable, licensed contractors, have good labor relations and perform quality work. Tenant Contractors shall work in harmony with Landlord and other contractors on the job and observe the established rules and regulations appropriate for ethical and safe conduct on the site. If Tenant Contractor willfully violates the Landlord's standards or becomes involved in a labor dispute that is disruptive to the harmony of The Landing Landlord's Representative may order Tenant Contractor to cease work, and to remove Contractor, Contractor's equipment, and Contractor's employees from the Landlord's property. In an operating facility, it is understood and agreed that Tenant Contractor shall perform said work in a manner, and at such times, which causes the least interference with customers of the facility or any work being done by or for the Landlord, or by the other Tenants of the facility. Any delays in the completion of the Tenant space, and any damage to any work caused by Tenant Contractor shall be at the sole cost and expense of the Tenant. Tenant shall obtain all licenses and permits necessary to complete Tenant Work. Tenant Work must conform to all applicable statutes, ordinances, regulations and codes and to the requirements of all other regulatory authorities.

 - b. All work to be performed by Tenant in the improvement of Tenant's premises shall be performed and supervised by a Washington licensed General Contractor utilizing normal daytime hours to pursue his work. Late night or weekend work will be allowed only when normal daytime hours are also utilized. Such work required approval of the Landlord's Operations Manager and work permits from the trade unions involved. No Subcontractors shall work without General Contractor's Superintendent being present.

 - c. The use of drugs or alcohol on The Landing premises, or arriving to work at The Landing in an intoxicated state is strictly prohibited and will result in immediate, permanent removal from the property.

3. Modifications to the Existing Building
 - a. All roof penetrations required by the Tenant shall be performed by the Landlord's approved Roofing Contractor at the Tenant's expense. Tenant Contractor is responsible for coordinating and scheduling all proposed work with Landlord's Roofing Contractor and Landlord. The Tenant Contractor shall notify the Landlord before proceeding. No roof penetrations will be permitted without prior approval from the

VII. CONSTRUCTION REQUIREMENTS

Landlord and must be as shown on approved Tenant plans.

b. Any exceptional conditions or construction which requires a revision or modification to the existing structure must be submitted to the Landlord for approval before proceeding with modifications. If approved by the Landlord, the Tenant Contractor shall make the necessary changes at the Tenant's expense.

4. Insurance

Landlord will require the Tenant Contractor and/or subcontractors to furnish to Landlord evidence of general liability and property damage insurance coverage before Tenant Contractor performs any work in the Demised Premises. General liability insurance shall be not less than that specified in the Lease. Tenant shall indemnify and hold harmless Landlord from and against any claims, actions or damages resulting from acts or neglect of Tenant, its agents, employees, contractors or subcontractors in the performance of Tenant work. The following insurance requirements are mandatory:

a. Tenant's General Contractor shall provide the following minimum insurance coverage:

- Commercial General Liability

Combined Single Limit - \$3,000,000 per occurrence and 3,000,000 annual aggregate per location.

Such insurance shall be broad form and include, but not be limited to, contractual liability, independent contractor's liability, products and completed operations liability, and personal injury liability. A combination of primary and excess policies may be utilized. Policies shall be primary and noncontributory.

- Worker's Compensation - Statutory Limits

- Employer's Liability

With minimum liability limits of \$1,000,000 bodily injury by accident each accident, \$1,000,000 bodily injury by disease policy limit; \$1,000,000 bodily injury each employee.

- Commercial Automobile Liability

Combined Single Limit - \$1,000,000 per accident.

Such insurance shall cover injury (or death) and property damage arising out of the ownership, maintenance or use of any private passenger or commercial vehicles and of any other equipment required to be licensed for road use.

VII. CONSTRUCTION REQUIREMENTS

- Property Insurance

All-risk, replacement cost property insurance to protect against loss of owned or rented equipment and tools brought onto and/or used on any Property by the Service Contractor.

b. Policies described in Sections I.A. and I.D. above shall include the Landlord Entity as additional insured, including their officers, directors and employees. A GL-2010 Endorsement shall be utilized for the policy(ies) described in Section I.A. above.

c. Service Contractor waives any and all rights of subrogation against the parties identified above in Paragraph II above as additional insureds.

d. All policies will be written by companies licensed to do business in the State of Washington and which have a rating by Best's Key Rating Guide not less than "A-/XII".

e. Service Contractor shall furnish to the Owner Certificate(s) of Insurance evidencing the above coverage. Original Certificate(s) of Insurance must be provided before Service Contractor commences Contract Duties or Contract Duties will not be allowed to commence.

f. Certificate(s) of Insurance relating to policies required under this Agreement shall contain the following words verbatim:

"It is agreed that this insurance will not be canceled, not renewed or the limits of coverage in any way reduced without at least thirty (30) day's advance written notice [ten (10) days for non-payment of premium] sent by certified mail, return receipt requested to the Landlord Entity:

In addition, the language set forth in this Paragraph VI shall also be added to each policy in the form of an endorsement.

Before starting work, the Landlord will verify that the Lease is signed. Work cannot proceed unless the Lease is fully executed.

5. Construction Commencement

a. Prior to commencement of Tenant construction, Tenant and Tenant Contractor shall meet with the Landlord's Representative in the Tenant space. At that time, Tenant shall provide the Landlord with the items listed below:

- Written approval of working drawings by the Landlord. A copy of the required Building Permit(s).
- A certificate setting forth the name and address of every Contractor and Subcontractor involved in any manner with

VII. CONSTRUCTION REQUIREMENTS

Tenant premises. Additionally, Tenant Contractor's Key Superintendent will provide an after-hours phone number to the Landlord.

- Identification of the Project Safety Officer.
- The actual commencement date of construction and the estimated date of completion of the construction work, fixturing and date of opening.
- Tenant Contractor's Performance and/or Labor & Material Bonds as required by the Lease.
- Insurance Certificate.
- Signed copy of Procedures for Tenant Contractors (part of this section) while working in subject Project.

6. Field Drawings

a. Tenant Contractor shall maintain (in the Tenant premises) at all times during the Tenant's construction of the Premises a set of Tenant Working Drawings bearing Landlord approval stamp. The Tenant Contractor shall also maintain in Tenant Premises at all times during construction of the Premises a set of reproducible as-built drawings indicating changes and/or job conditions. At the conclusion of the work the Tenant or the Tenant's Contractor shall provide the Landlord's Representative with a set of as-built drawings which correctly represent the finished condition(s) of the Tenant's space.

7. Conflicts

a. Where conflict between building codes, utility regulations, statutes, ordinances or other regulatory authority requirements and Landlord requirements, as set forth herein exist, the more stringent will govern.

8. Construction Signage

a. The Tenant Contractor shall not post any Contractor or Subcontractor company name. The Tenant's sign or insignia is permitted. Additional graphic elements and/or designs will be considered by the Landlord, however such can not be applied without the Landlord's prior written approval.

b. The Tenant Contractor must post all signage as required by the Landlord for public safety or general warning, and to conform to all federal, state and local and regulations.

9. Temporary Electrical

a. The Tenant Contractor is responsible for obtaining temporary electrical service through the local power company. All expenses incurred shall be the Tenant's responsibility.

VII. CONSTRUCTION REQUIREMENTS

B. SECURITY

1. Security of Space and Equipment
 - a. The Landlord is not responsible for security of Tenant Contractor tools, material and/or equipment. The Tenant space shall be secured when unoccupied by a representative of the Tenant Contractor or Tenant. If the existing locks need to be changed, the Tenant must first check with the Landlord to verify if a key is required.

2. After-Hours Access
 - a. If the Tenant Contractor requires after-hours access to the facility, the Tenant Contractor must contact the Landlord and make arrangements 24 hours in advance, at which time the Tenant Contractor will be informed of the required procedures. Any cost incurred by the Landlord for this extended access shall be reimbursed, by an estimated amount paid in advance, by the Tenant Contractor. If extended hours are permitted, the Tenant Contractor shall give the Landlord the names of any personnel working after hours, and telephone numbers at which the Tenant Contractor Superintendent may be reached after hours. Any individuals not so registered with Security, or who are in areas other than the assigned space, will be removed from the facility. The Tenant Contractor shall assign a supervisor to direct Tenant Contractor forces during the extended hours.

 - b. Should the Tenant Contractor need to work in adjacent Tenant spaces to install utilities, the Tenant Contractor shall work through the Landlord's Representative to coordinate with the affected Tenants to arrange for security requirements to protect that Tenant's merchandise. The cost of this work shall be the responsibility of the Tenant Contractor.

3. Welding
 - a. It is the responsibility of the Tenant Contractor to contact the Landlord prior to the start of any welding. Twenty-Four hours prior notice is required. All welding operations require the proper fire suppression equipment as determined by the Renton City Fire Department.

4. Noise and Other Disturbances
 - a. The Landlord has established working hours during which the Tenant Contractor may perform construction that is noisy or causes offensive odors. This includes, but is not limited to, jack hammering, saw cutting, core drilling, painting. Check with the Landlord for these restricted hours.

 - b. The Landlord reserves the right to order an immediate halt to any excessively noisy or offensive work being done that is disruptive to the normal operation of the adjacent Tenant and/or the facility.

VII. CONSTRUCTION REQUIREMENTS

C. PROTECTION OF PROPERTY

1. Adjacent Tenants
 - a. The Tenant Contractor is financially responsible for the replacement and/or repair of anything damaged by the Tenant Contractor or Subcontractors to adjacent Tenant stores. The cost for such damage may include, but not be limited to, ceiling tiles, wall covering, glass or mirrors and, merchandise. Such remedial work shall be performed by a Contractor of the affected Tenant's choice and paid by the Tenant Contractor.

2. Existing Building
 - a. The Tenant Contractor shall be financially responsible for replacement and/or repair for damage to the existing building and/or facilities caused by the Tenant Contractor. The replacement and/or repair shall be accomplished by a Contractor chosen by the Landlord and paid by the Tenant Contractor.

3. Deliveries
 - a. Deliveries must be completed one-half hour before the facility opens in the morning. Any exception to these locations requires prior written approval of the Landlord's Representative.

4. Tenant Improvements and Storage
 - a. All Tenant work on Tenant premises shall be done within the limits of the Tenant space.

 - b. All materials shall be stored in the subject Tenant space. No materials or debris may be placed in the facility service areas or other Tenant spaces without prior written approval of Landlord.

5. Trash
 - a. A trash dumpster may, at the Landlord's discretion, be placed by the Tenant Contractor in a designated area outside the building for temporary periods during construction. The placement of these dumpsters and length of stay must be arranged in advance with the Landlord.

 - b. Trash shall be removed from Tenant premises daily and the Tenant Contractor shall maintain the premises in a clean and orderly manner during and at the completion of their work. The Tenant Contractor shall be responsible for cleaning debris in the common area caused by the trash removal.

VII. CONSTRUCTION REQUIREMENTS

11. Occupancy Permit

- a. Tenant shall secure their own Occupancy Permit or final inspection before opening and forward a copy to the Landlord.

12. Construction Completion

- a. Upon completion and prior to opening of Tenant store, the following items are required:

- Certificate of Occupancy or final inspection issued by the Building Department (Food service operations must also obtain a Certificate of Occupancy from the Health Department).
- Satisfactory completion of all Tenant work in accordance with the Tenant Drawings and Specifications as approved by Landlord's standards of good workmanship.
- Satisfactory completion of all deficiencies noted in Landlord's Punch List.
- Submission by Tenant of proof of payment that all costs of construction of Tenant work have been paid. Such proof will include original Waiver of Lien and sworn Contractor Affidavit from the Contractors.
- Submission of reproducible "as-built" drawings to the Landlord accurately indicating job condition and revisions.

13. Procedures for Tenant Contractors

- a. Tenant Contractor specifically warrants that the Tenant Contractor and the Tenant Contractor's Subcontractors shall meet OSHA'S hazard communication standards and that such standards shall be enforced on the project during the duration of construction or reconstruction of demised premises. Tenant Contractor further warrants that:

- List(s) and accompanying materials safety data sheets for flammable, toxic, reactive or corrosive materials employed on the project shall be delivered to the Landlord prior to delivery to the job site.
- Proper protective safety devices including, but not limited to, hard hats, respirators, gloves, eye protection (goggles), extinguishers, shall be available for use by Tenant Contractor employees and employees of Tenant Contractor's Subcontractors. A proper first aid kit, including eyewash, shall also be maintained at the work site.
- Tenant Contractor employees and employees of Tenant Contractor's Subcontractors have met the training requirements as outlined in OSHA hazard communications standard for the processing and handling of the materials of their respective trade. Tenant Contractor shall make this compliance a condition of employment for the Tenant's employees and employees of Tenant Contractor's Subcontractors.
- Tenant Contractor shall assume all liability for fines and penalties assessed by Governmental Authorities for failure to follow all required safety regulations.
- In the event the Tenant Contractor, or the Tenant Contractor/Subcontractors encounter unidentified asbestos containing materials (ACM), the Landlord shall be informed immediately for additional direction. At no time shall these

VII. CONSTRUCTION REQUIREMENTS

ACM be removed, or even disturbed, by other than an Abatement Contractor licensed to do such work and in accordance with governing regulations and guidelines established by the Landlord. The removal of ACM shall be under the direction of Landlord's Environmental Manager.

- Failure to comply with these procedures can result in the removal of the Tenant's contractor from the facility

Tenant's Preliminary Submission Cover Sheet

This checklist must be completed and submitted with Tenant's Preliminary Submission.

Tenant Name: _____

Tenant Project Manager/Contact: _____

Telephone #: _____ Facsimile #: _____ E-Mail _____

Mailing Address: _____

Package for Space Number: _____

Floor Area of Leased Space (Square Feet): _____

Date Received: _____ Dated Returned: _____ **Status:** _____

Notes:

CUSTOMER EQUIPMENT WORKSHEET

CUSTOMER NAME	SERVICE ADDRESS	CITY	STATE	ZIP
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CONTACT NAME	CONTACT PHONE
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NEW LOAD REQUIREMENTS

QTY	TYPE	MANUFACTURER	BTU INPUT RATING EACH	TOTAL BTU INPUT	LINE PRESSURE REGULATOR TYPE	PRESSURE REQUIRED AT EQUIPMENT	HOURS OF OPERATION	TYPE OF OPERATION	FUEL LINE SIZE	FUEL LINE LENGTH
2	UNIT HTR	REZNOR	150MBH	300MBH	Sensys 043-182	7" W.C.	24 HRS	Heat for storage area	2.5"	300'

EXISTING LOAD REQUIREMENTS

QTY	TYPE	MANUFACTURER	BTU INPUT RATING EACH	TOTAL BTU INPUT	LINE PRESSURE REGULATOR TYPE	PRESSURE REQUIRED AT EQUIPMENT	HOURS OF OPERATION	TYPE OF OPERATION	FUEL LINE SIZE	FUEL LINE LENGTH

FUTURE ADDITIONAL LOAD REQUIREMENTS

QTY	TYPE	MANUFACTURER	BTU INPUT RATING EACH	TOTAL BTU INPUT	LINE PRESSURE REGULATOR TYPE	PRESSURE REQUIRED AT EQUIPMENT	HOURS OF OPERATION	TYPE OF OPERATION	FUEL LINE SIZE	FUEL LINE LENGTH

DESCRIBE NORMAL OPERATION

The above data is necessary for sizing of natural gas meters and services for your premise, your accuracy and detail will help us to serve you better. Adding or decreasing load may result in improper meter or service sizing and may affect our ability to serve you, especially during peak usage periods or cold weather. Please contact Puget Sound Energy with any changes in your requirements. This data is accurate and complete to the best of my knowledge; I understand that changes in the above data may result in a delay receiving gas service.

AUTHORIZED SIGNATURE	DATE
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WHITE: GAS MEASUREMENT CANARY: INDUSTRIAL METER OPERATIONS PINK: JOB PACKAGE