



CONTRACTOR BUILDING RULES AND REGULATIONS

Building Entry: Ingress and egress are through the ground level back entrance to the loading dock. NO EXCEPTIONS!

Cleaning: Any cleaning cost resulting from the construction and/or demolition other than the construction area (i.e., common areas) will be billed to the General Contractor.

Dress Code and Behavior: General Contractor's employees and subcontractors must conform to proper dress code and behavior (i.e., no short, not tank tops, no bare backs or bare feet, no "cat calls"). The Vendor/Contractor Access Badge will be worn and displayed at all times while on 121 West Trade property.

Elevators: All personnel and materials pertaining to the construction will use the freight elevator exclusively – NOT the main lobby elevators.

Fire Protection Equipment: The General Contractor may request the disarming of smoke heads during hours of construction. A 24-hour prior notification is required to take fire protection points out of the system for work on the sprinkler system. The base building life safety system will be left as it was prior to construction. The Owner requires the Contractor to use building standard equipment for any changes to the life safety system except where additional equipment is required for expansions, renovations, and alterations.

General Contractor must supply the landlord with a full set of construction plans for landlord's approval prior to any construction.

General Contractor and Subcontractor and their personnel are to confine their activities to the construction site floor(s) of 121 West Trade.

ALL GAS-POWERED EQUIPMENT is STRICTLY FORBIDDEN at 121 West Trade.

No Excessive Noise: Use of radios, televisions, construction equipment (i.e., stud guns, screw guns, jack hammers, etc.) are not acceptable during normal business hours.

No Smoking: 121 West Trade is a smoke free building.

Parking:

- Parking on or in the loading dock areas is not permitted.
- Parking is available in the 121 West Trade parking deck at the prevailing rate.
- Dock parking for deliveries will be strictly limited to **30 minutes**. Towing is enforced.

Toilet Rooms: Toilet rooms within the construction area will be available for construction personnel. The General Contractor will be responsible for maintaining these toilet rooms including providing paper products. The General Contractor is to turn over the toilet rooms CLEAN and with no damages to any of the fixtures and finishes at the end of the project.

Trash Dumpster will **not** be used by the General Contractor or Subcontractors. Trash removal is to be scheduled as a pickup/delivery.