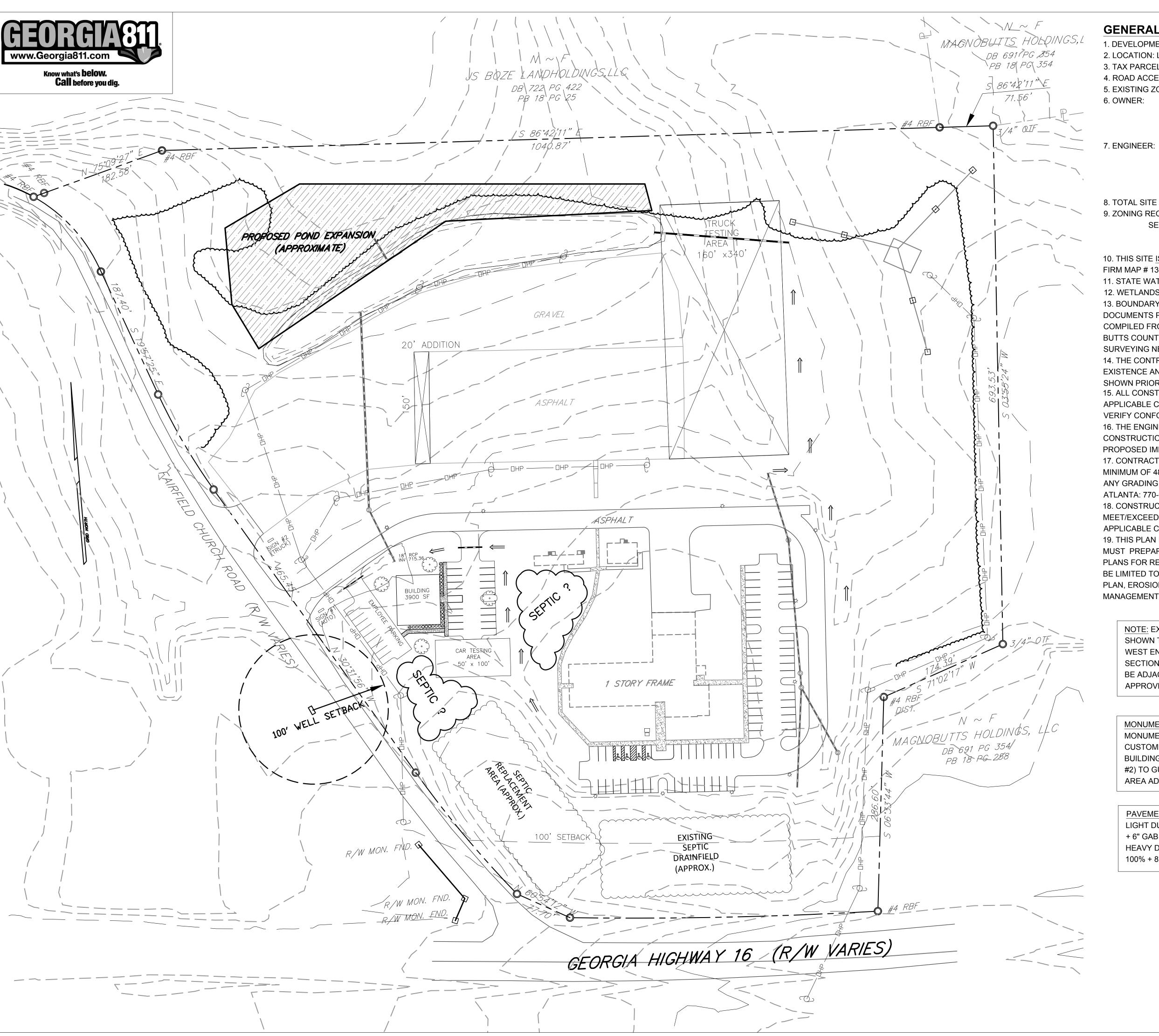
SCHEDULE 2

LIST OF PRELIMINARY SPECIFICATIONS AND PRELIMINARY DRAWINGS

[attached]



GENERAL PROJECT NOTES:

1. DEVELOPMENT NAME: DDS SITE IMPROVEMENTS

2. LOCATION: LAND LOT 76 & 85, 1st DISTRICT, BUTTS COUNTY, GA.

3. TAX PARCEL #095-01003002

4. ROAD ACCESS: 1578 WEST HWY. 16, JACKSON, GA.

5. EXISTING ZONING: M1 - BUTTS COUNTY

BUTTS COUNTY

25 WEST THIRD STREET JACKSON, GA 30233

CONTACT: BOB WHITE, DEV. AUTH

D. WAYNE SMITH, PE

DWSmith Design Group, Inc. 23 HAMPTON STREET McDONOUGH, GA 30253

(678) 583-5960

8. TOTAL SITE AREA = 22.39 AC.± 9. ZONING REQUIREMENTS (C2-CITY OF JACKSON):

SETBACKS: FRONT YARD: 100 FT SIDE YARD: 0 FT.

10. THIS SITE IS NOT LOCATED WITHIN A 100 YEAR FLOOD PLAIN PER FIRM MAP # 13035C0070D & 13035C0090D, DATED JUNE 7, 2017.

REAR YARD: 12 FT.

11. STATE WATERS DO NOT EXIST ONSITE.

12. WETLANDS DO NOT EXIST ONSITE.

13. BOUNDARY INFORMATION TAKEN FROM RECORD SURVEY DOCUMENTS PROVIDED BY OWNER. TOPOGRAPHIC INFORMATION COMPILED FROM FIELD SURVEY BY ANDY WILLIAMS SURVEYING AND BUTTS COUNTY GIS MAPPING. DEVELOPER TO PERFORM ALL

SURVEYING NECESSARY FOR DESIGN DEVELOPMENT.

14. THE CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THE EXISTENCE AND LOCATION OF ALL UTILITIES SHOWN AND NOT SHOWN PRIOR TO THE START OF ANY WORK.

15. ALL CONSTRUCTION SHALL BE IN CONFORMANCE WITH APPLICABLE CODES AND ORDINANCES. CONTRACTOR SHALL VERIFY CONFORMANCE.

16. THE ENGINEER ASSUMES NO RESPONSIBILITY FOR CONSTRUCTION PRACTICES, SUPERVISION, OR INSPECTION OF THE PROPOSED IMPROVEMENTS.

17. CONTRACTOR MUST CONTACT UTILITY PROTECTION CENTER A MINIMUM OF 48 HOURS (2 BUSINESS DAYS) PRIOR TO COMMENCING ANY GRADING OR EXCAVATION ONSITE. TOLL FREE: 1-800-282-7411; ATLANTA: 770-623-4344.

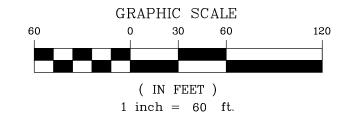
18. CONSTRUCTION MATERIALS, METHODS AND MEANS TO MEET/EXCEED PROJECT SPECIFICATIONS, DDS SPECIFICATIONS, APPLICABLE COUNTY AND/OR STATE REGULATIONS. 19. THIS PLAN IS CONCEPTUAL IN NATURE ONLY AND DEVELOPER MUST PREPARE AND SUBMIT TO DDS AND BUTTS COUNTY DETAILED PLANS FOR REVIEW/APPROVAL PLANS SHOULD INCLUDE, BUT NOT BE LIMITED TO, SITE PLAN, UTILITY PLAN, GRADING & DRAINAGE PLAN, EROSION CONTROL PLANS & DETAILS, STORMWATER MANAGEMENT PLAN, & ALL DETAILS AS REQUIRED.

NOTE: EXISTING SCTC CAROUSEL TO BE MODIFIED AS SHOWN TO REMOVE 20' FROM EAST END AND ADD 20' TO WEST END. PAVEMENT TO MEET/EXCEED PAVEMENT SECTION OF EXISTING CAROUSEL. NEW CAROUSEL TO BE ADJACENT TO EXISTING CAROUSEL AS SHOWN OR BY APPROVED PLAN.

MONUMENT SIGNS: PROVIDE GROUND MOUNTED MONUMENT SIGN FOR AUTO ONLY TO EMPLOYEE AND CUSTOMER PARKING AREAS ADJACENT TO PROPOSED BUILDING (SIGN #1). PROVIDE TRUCK ONLY SIGN (SIGN #2) TO GUIDE ALL TRUCKS TO EXISTING GRAVEL STAGING AREA ADJACENT TO SCTC TESTING PAD.

PAVEMENT SECTIONS:

LIGHT DUTY (PARKING): SUBGRADE COMPACTED TO 100% + 6" GAB + 2" 12.5 mm BINDER + 1" 9.5 mm TOPPING HEAVY DUTY (CAROUSEL): SUBGRADE COMPACTED TO 100% + 8" GAB + 3" 19 mm BINDER + 1.5" 9.5 mm TOPPING





CONCEPT PLANS for	GEORGIA DDS - BUTTS COUNTY	1578 SR 16 West, Jackson, Butts County, GA	BUTTS COUNTY			
CONCEPT PLANS for CONCEPT PLANS for CONCEPT PLANS for SET 1578 SR 16 West, Jackson, BUTTS COUNTY SITE PLAN S						
	BU	I -4	-84-	180	0	

				DATE
				DESCRIPTION
				#

REVISIONS

PRELIMINARY NOT RELEASED FOR CONSTRUCTION

ISSUE DATE 10/2/20 SCALE 1'' = 60'

C1 of 1

SHEET NUMBER



Representative Georgia DDS Customer Center

PRELIMINARY SPECIFICATIONS

General Building Minimum Requirements: See Project Plans and Specifications.

General Scope to include:

- Demo / Clearing / Grubbing
- Erosion control
- Strip / pile topsoil
- Sanitary
- Water
- Storm
- Paving & Curb Gutter

1) Site

a) Site work to be based on Civil Engineering Package (enclosed in Exhibit A - Schedule 2 of the Construction Contract)

2) Building

a) Office complex (Office Space 3,900 sq ft total):

3) Pad

PRELIMINARY DRAWINGS

[attached]

14-MAR-2017

Note: Furniture will be purchased and installed by the agency and is not within Landlord's scope of work.

Staff

Enclosed Offices

Manager

- As specified in SPC Space Standards.
- Provide 2 Data/2 Voice (4 data) and duplex power outlets on at least two walls.
- U-Shaped desk
 - 6 drawer lateral filing cabinet
 - o 1 bookcase
 - o 2 guest chairs
- Partitions to be full height and have SAFB sound attenuation batts within partition. If full height is not achievable, provide ceiling height partitions and sound batts above ceiling 2 ft. either side of the partition.

Assistant Manager

- As specified in SPC Space Standards.
- Provide 2 Data/2 Voice (4 data) and duplex power outlets on at least two walls.
- U shaped desk.
 - o 6 drawer lateral file drawers
 - o 1 bookcase
 - 2 guest chairs
- Ceiling height partitions.

Open Office Work Stations

Admin.

- As specified in SPC Space Standards.
- Open area set-up.
- Provide 2 Data/2 Voice (4 data) and power outlet on two walls.
- L shaped or U shaped desk.
 - o 2 bookcases for books and manuals.

Public Areas

Entry and Exit

- Entry and exit to be separate doors.
- Covered Entry is optimal if feasible and vestibules desirable if possible.
- Provide ADA power assist on entry and exit doors if required by code due to clearances or opening pressure.
- · Exterior signage by DDS' vendor.

Public Area

Seating will be at chairs provided by DDS' vendor.

Kinsks:

- Kiosk tables will be provided and installed by DDS' vendor, see attachments for specifications.
- Provide duplex outlet and data outlet (quad data) for each kiosk table shown on the plans.

Ticket Kiosks:

 Ticket kiosks will be provided and installed by DDS' vendor. If shown away from a wall, provide power and data through the floor, otherwise provide duplex power on the wall.

Issuance Stations:

- Issuance stations will be provided and installed by DDS' vendor, see attachments for specifications.
- Provide 20 amp dedicated power from the wall to each issuance station and hardwire at each station.
- Provide rigid conduit within the wall for DDS to pull low voltage cabling to each Issuance station. Size per number of cables required.
- Where possible, provide a GWB dropped soffit over issuance stations for DDS to mount
 Qmatic queue management system indicator lights. Soffit to be a minimum of 12" high.
 Indicators work off low voltage power and cabling by DDC.
- Freestanding issuance cabinets behind issuance stations will be provided and installed by DDS' vendor. Provide a 20 amp dedicated quad outlet at each location.
- Exterior doors are not acceptable behind issuance counters and should be eliminated if existing.

Testing Tables:

- Testing Tables will be provided and installed by DDS' vendor, see attachments for specifications.
- Provide duplex power to each table either mounted on the wall or by wiremold installed under the desktops.
- Provide data outlet at each table on the wall or provide rigid conduit within the wall to run data through wiremold.

Finishes in the Public Lobby:

- Flooring in all the public area to be polished concrete with clear sealer. Porcelain tile or LVT will be considered as alternates if polished concrete is not feasible.
- Provide carpet at staff area behind Issuance Stations.
- Walls are to be painted dark colors. There are two colors in use, one is "Salty Dog" by Sherwin Williams, and the other is a custom color, also by Sherwin Williams (see attached specifications). Confirm specifications with DDS prior to painting. Provide multiple coats of paint as required for a consistent eggshell finish. See attachments for specification.
- Standard lay-in ceiling tile (with a reveal edge) and 2x4, T-8 or T-5 fluorescent lighting is acceptable.
- Price as an ADD ALTERNATE ceramic tile wainscoating throughout public area to 42"
 a.f.f. Tile to be 3"x6" matte finish "Subway Tile", Dal-Tile "Rittenhouse Square" or equal
 with matching cove base.

Public Restrooms

- Restrooms to follow SPC Construction Standards with the following exceptions:
 - Flooring in all the Restrooms to be polished concrete with clear sealer. Porcelain tile will be considered as alternates if polished concrete is not feasible.
 - Where feasible, provide floor drains in restrooms.
 - o Provide ceramic tile full height on all walls. Tile to be 3"x6" matte finish "Subway Tile", Dal-Tile "Rittenhouse Square" or equal with matching cove base.
 - Provide air hand dryers in lieu of paper towels, "Xlerator" or approved equal.
 - Mirrors to be shatter resistant or laminated glass.
 - No baby changing stations.

Common Support Areas

Breakroom

- Breakrooms to follow SPC Construction Standards with the following exceptions:
 - Flooring to be LVT in lieu of VCT.
 - Provide wall-mounted power and cable outlet plus fire-retardant wood blocking within the partition for agency provided television.
 - o Power outlets on each wall
 - Provide a water line to the refrigerator for ice and water (refrigerator provided by DDS)
- Space for table to seat 4-6.

Telecom Room

- Telecom Room does not have to be full GTA standard build-out.
- Size: 6 ft x 6 ft minimum
- Floor to be polished, sealed concrete. Anti-static flooring not required.
- Provide fire-rated plywood panels, 8 ft. high, on three walls.
- Provide 2 dedicated 20-amp quad outlets.
- Provide copper grounding strip.
- Cooling: 1-ton mini-split unit where required, see Options.
- Lockable door.

Storage/Supply Room

- Size: 100 s.f. minimum.
- Flooring to be LVT, luxury vinyl tile.
- Shelving to be provided by DDS.

Staff Restrooms

- 1-person men and women's toilets.
- See SPC Construction Standards for general information.
- Provide air hand dryers in lieu of paper towels, "Xlerator" or approved equal.
- Where feasible, provide floor drains in restrooms.

Timeclock

- Provide an area near the rear/staff entry for a wall-mounted timeclock provided and installed by DDS' vendor.
- Provide power and backbox with rigid conduit and pull string on the wall. Mounting height to comply with ADA requirements for operable reach. Provide fire-retardant wood blocking within partition for mounting.

Staff Entry/Backdoor

- Security is a major concern for staff taking cash deposits to the bank.
- Provide a minimum of a wide-angle peep hole in the door or a security glass vision panel in the door.
- Provide exterior lighting.
- Provide secured fencing with privacy slats leading directly to a fenced parking space if layout allows.

Security Requirements

 All security equipment including card readers, door contacts, and cameras will be provided and installed by DDS' vendor. See attachment and See SPC Construction Standards for additional information. There will be a need for conduit and pull strings to allow for installation. Coordinate with Security where this is required.

Exterior Requirements

Exterior Parking and Circulation

- Provide a minimum 5 foot-candles of lighting at all entrances, 2 foot-candles at sidewalks and 1 foot-candle at parking.
- Staff parking spaces are to be clearly designated by paint or signage.

Optional Requirements

	Area Training Room - Optional
•	Seating for 8-10 people at a table. Data (no voice) and duplex power outlets on each wall. Power above ceiling for agency projector. Provide conduit from above ceiling to data outlet at the front of the room for HDMI cable. Provide wall-mounted power and cable outlet plus fire-retardant wood blocking within the partition for agency provided television. Agency provided wall-mounted manual projection screen.
•	wad Test Area - Optional Where facility is designated to have this option, provide clearly designated, marked and painted road test area per attached specification.
	lecom Room- Optional Check if 1-ton mini-split unit for 24-hour supplemental cooling.

Mark if space IS to be included in these Building Specifications and initial next to the mark.

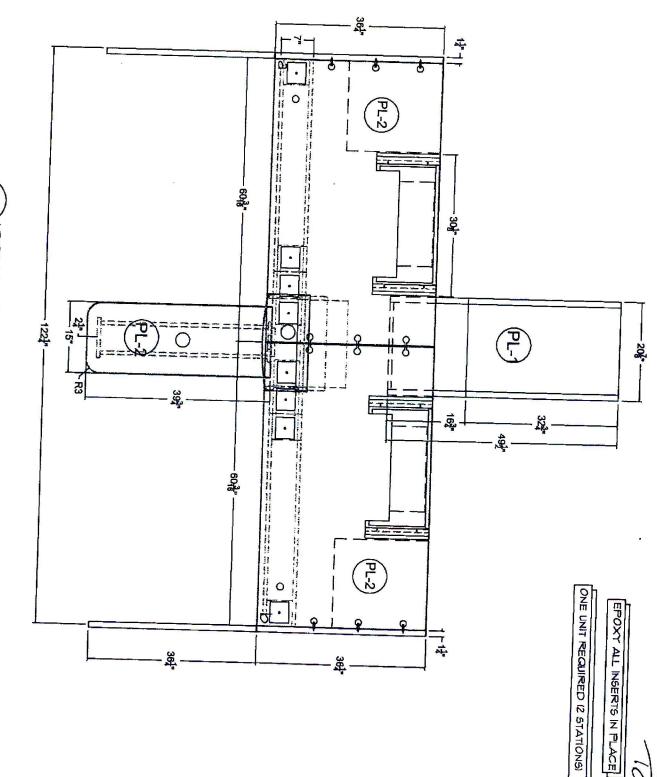
Attachments

The following DDS provide information is attached:

- DDS Provided Millwork Specifications/Drawings.
- DDS Paint Color Specifications.
- DDS Network Specs.
- DDS Security System Specifications.
 - Card Access System
 - o Alarm System
 - o Camera System
- Basic Skills Road Test Area.
- Motorcycle Skills Test Area Layout.

A. M	3-24-17
Signature (Agency Head or Designated Representative)	Date

Spencer R. Moore

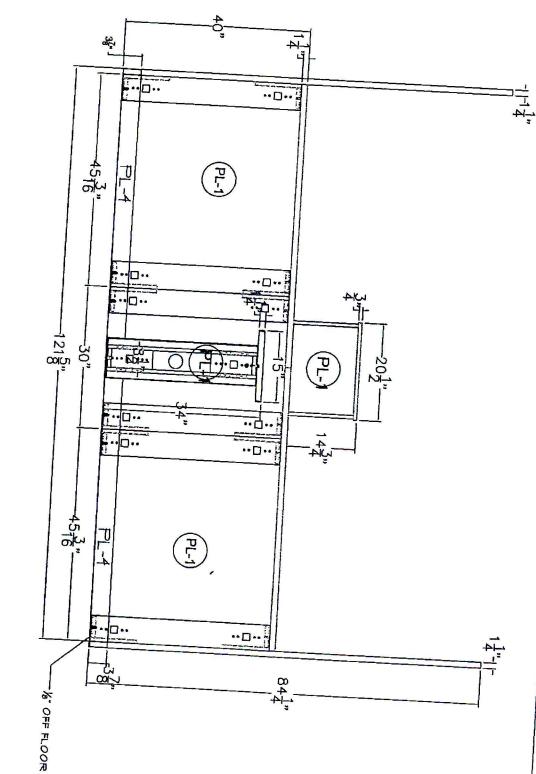


VISSUANCE STATION PLAN
VI6116ds Kingsland DDS PL-1 FORMICA, VICTORII

ATION PLAN
PL-1 FORMICA, WCTORIAN MAHOGANY #7583-58
PL-2 FORMICA, LABRADOR GRANITE #3692-58
PL-3 FORMICA, JUST BLUE #8821-58

9/1/Z

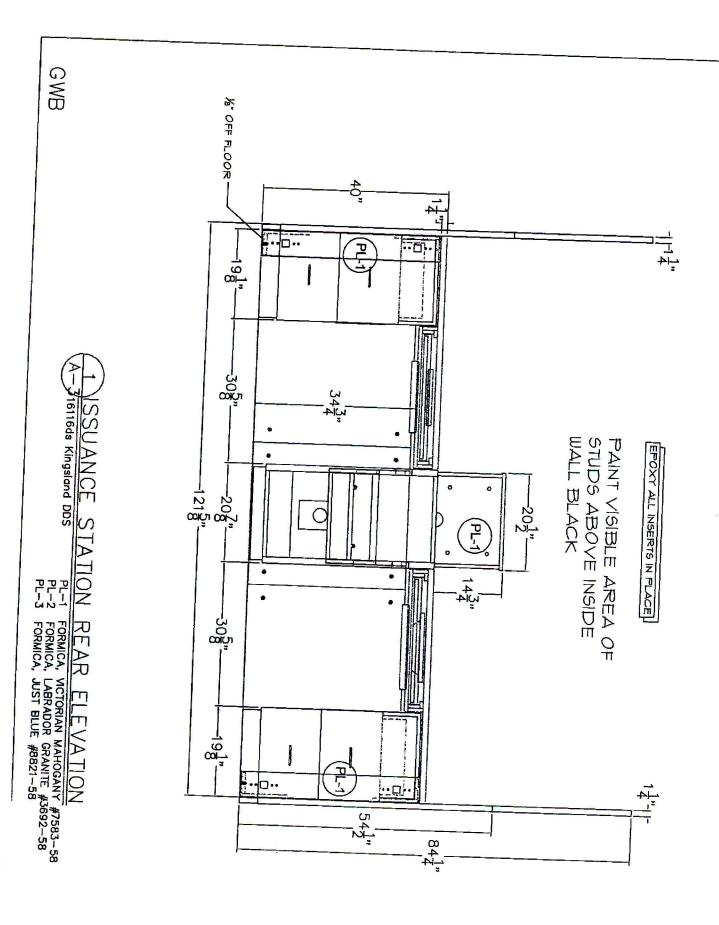
15SUANCE ST

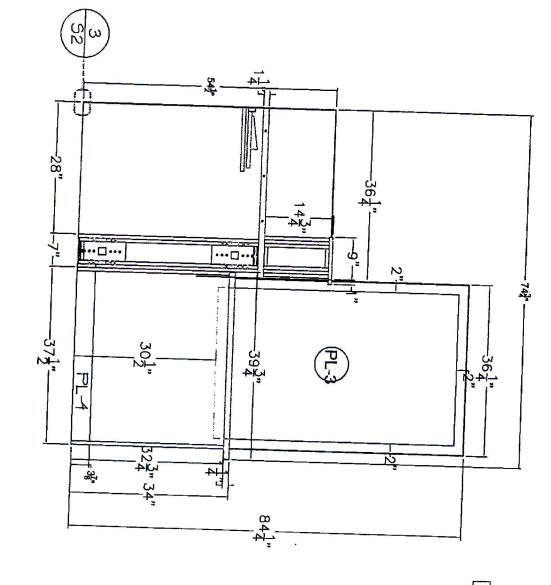


EPOXY ALL INSERTS IN PLACE

FORMICA, VICTORIAN MAHOGANY #7583-58
FORMICA, LABRADOR GRANITE #3692-58
WA BLACK #1595-60

PL-1 PL-2 PL-3 PL-4



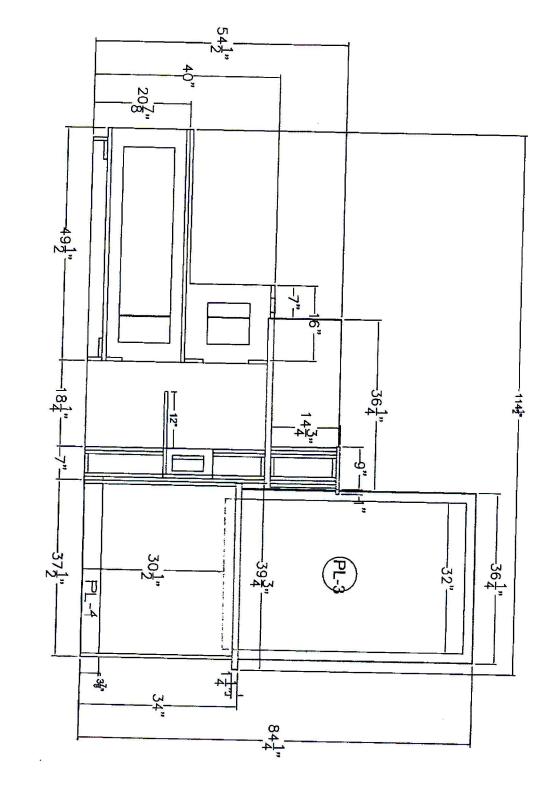


1 ISSUANCE STATION SECTION
S-V18116ds Kingsland DDS PL-1 FORMICA, VICTORIAN M.

ATION SECTION

PL-1 FORMICA, VICTORIAN MAHOGANY #7583-58
PL-2 FORMICA, LABRADOR GRANITE #3692-58
PL-3 FORMICA, JUST BLUE #8821-58
PL-4 FORMICA, BLACK #909-58

EPOXY ALL INSERTS IN PLACE

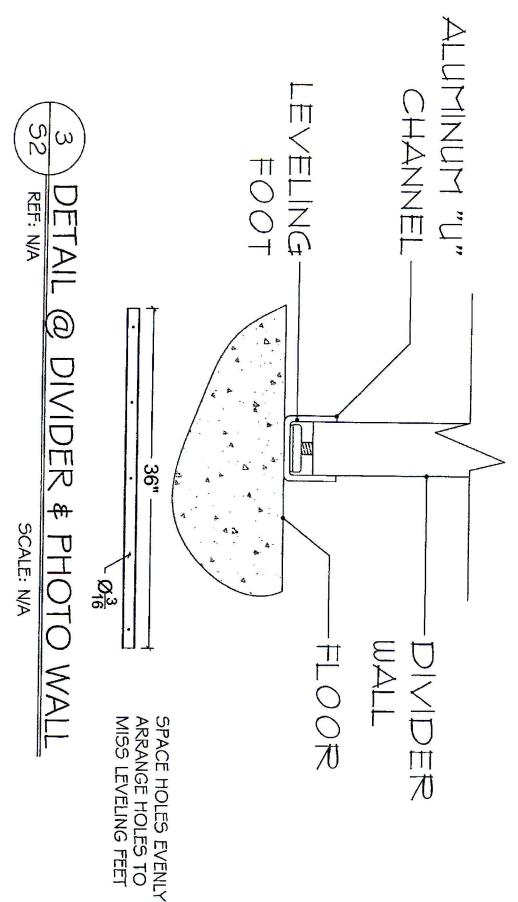


1 USSUANCE STATION SECTION
S-216116ds Kingsland DDS PL-1 FORMICA, WICTORIAN

TION SECTION

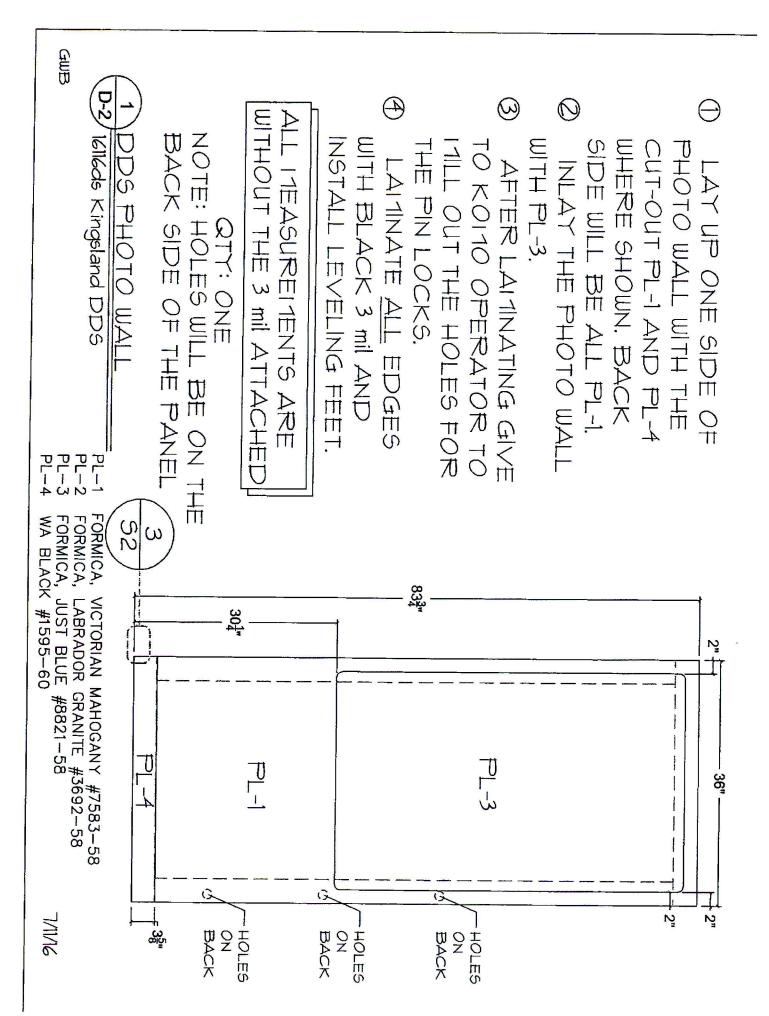
PL-1 FORMICA, WCTORIAN MAHOGANY #7583-58
PL-2 FORMICA, LABRADOR GRANITE #3692-58
PL-3 FORMICA, JUST BLUE #8821-58
PL-4 FORMICA, BLACK #909-58

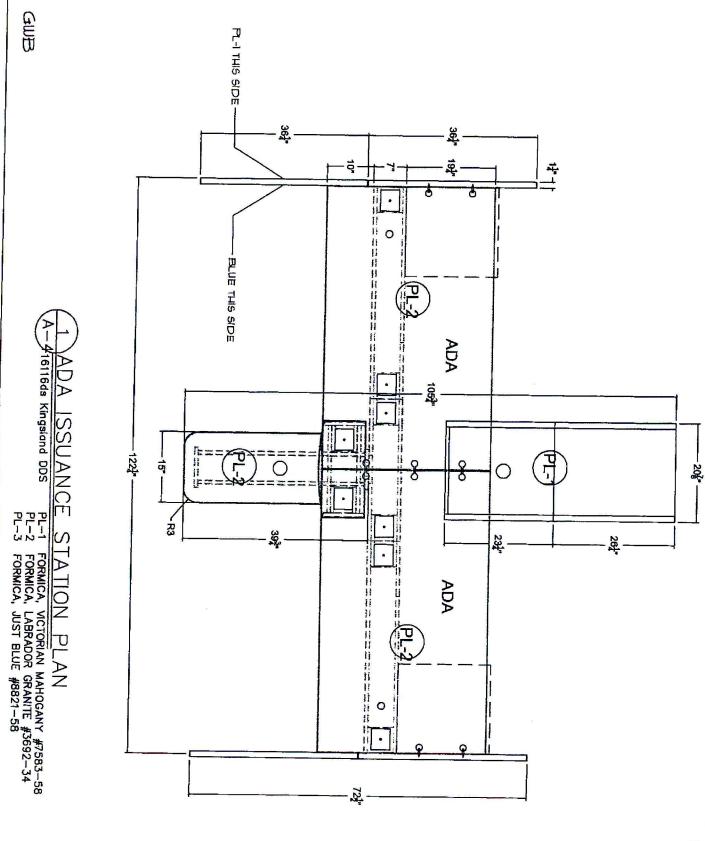
TRE DRILL ALUMINUM CHANNEL ATTACH "U" CHANNEL TO FLOOR WITH TAP-CONS-PHOTO WALL GET SET IN ALUMINUM "U" CHANNEL AND WILL GET SIDE ADJUST LEVELING FEET



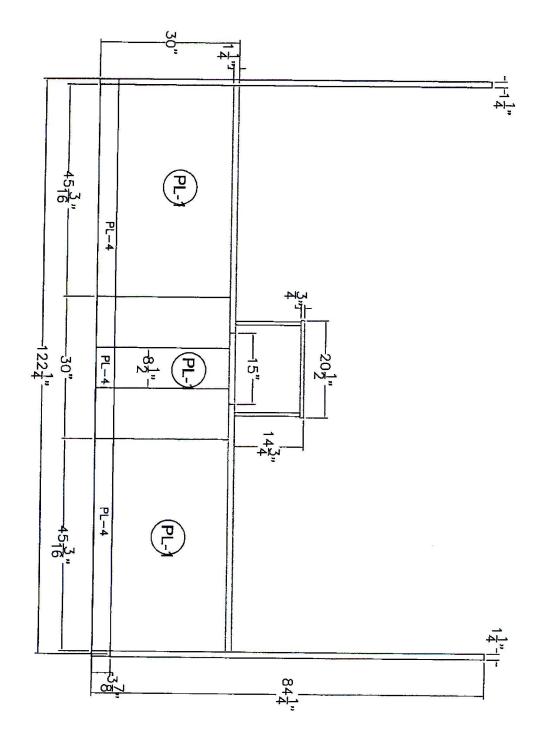
SIED SIED **(P)** (C) WITHOUT THE 3 mil ATTACHED QTY: ONE 161160s Kingsland DDS DDS PHOTO WALL INSTALL LEVELING FEET. WITH BLACK 3 mil AND 11/LL OUT THE HOLES FOR WITH PL-3. PHOTO WALL WITH THE TO KOIJO OPERATOR TO WHERE SHOWN. CUT-OUT PL-1 AND PL-4 THE PIN LOCKS. - ITEASUREITENTS ARE INLAY THE PHOTO WALL AFTER LAI INATING GIVE LAY UP BOTH SIDES -AITINATE ALL EDGES О П PL-2PL-1 FORMICA, VICTORIAN MAHOGANY #7583-58 FORMICA, LABRADOR GRANITE #3692-58 FORMICA, LABRADOR GRANITE #3692-58 FORMICA, JUST BLUE #8821-58 WA BLACK #1595-60 ယ္ထု ಗ Ŋ 0 0 72-3 36 +2 301" 833 91/1/L 52

Samo Damo D-2 (C) ALL ITEASUREITENTS ARE WITHOUT THE 3 mil ATTACHED QTY: ONE 161160s Kingsland DDS INSTALL LEVELING FEET. 11LL OUT THE HOLES FOR WITH BLACK 3 mil AND TO KOI10 OPERATOR TO WITH PL-3. SIDE WILL BE ALL PL-1 WITHINE STOWN, WACK THE PIN LOCKS. CUT-OUT PL-1 AND PL-4 PHOTO WALL WITH THE DS PHOTO WALL INLAY THE PHOTO WALL LAITINATE ALL EDGES AFTER LAI JNATING GIVE LAY UP ONE SIDE OF PL-1 PL-2 PL-3 FORMICA, VICTORIAN MAHOGANY #7583-58 FORMICA, LABRADOR GRANITE #3692-58 FORMICA, JUST BLUE #8821-58 WA BLACK #1595-60 ယ္ထု N N 0 0 0 7 77 PL-3 36" 2 30/1 833 91/11/L 52 S



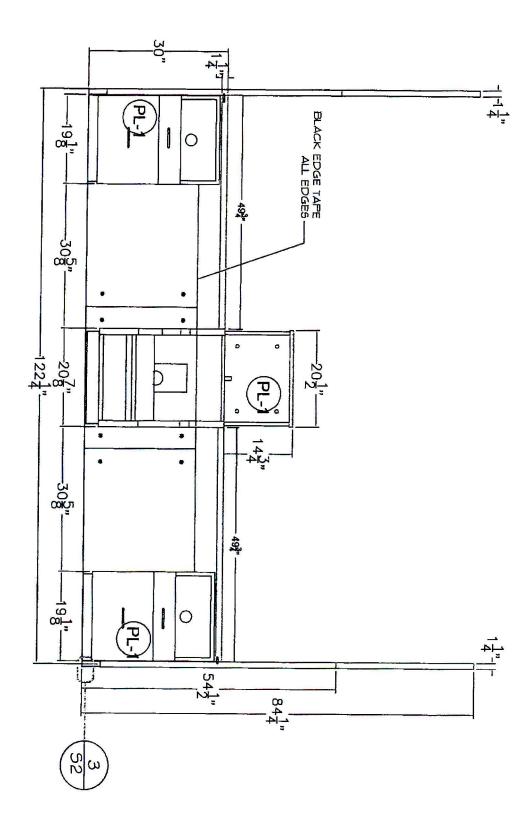


Jamy James



A-516116ds Kingsland DDS
PL-1
PL-2
PL-3
PL-4 FRONT ELEVATION
FORMICA, VICTORIAN MAHOGANY #7583-58
FORMICA, LABRADOR GRANITE #3692-34
FORMICA, JUST BLUE #8821-58
FORMICA, BLACK #909-58

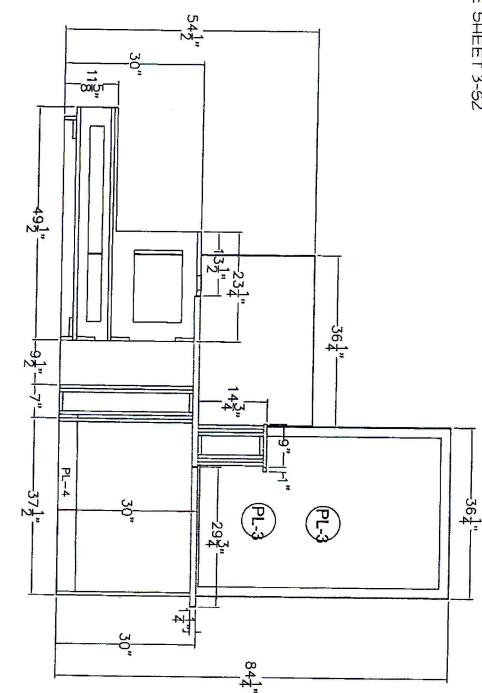
7/8/16



A-016116ds Kingsland DDS PL-1 FC PL-2 FC PL-3 FC REAR ELEVATION
FORMICA, VICTORIAN MAHOGANY #7583-58
FORMICA, LABRADOR GRANITE #3692-34
FORMICA, JUST BLUE #8821-58
FORMICA, BLACK #909-58

J/8/16

DIVIDER WALL & PHOTO WALL GET SET IN ALUMINUM "U" CHANNEL AND WILL GET SIDE ADJUST LEVELING FEET SEE SHEET 3-62

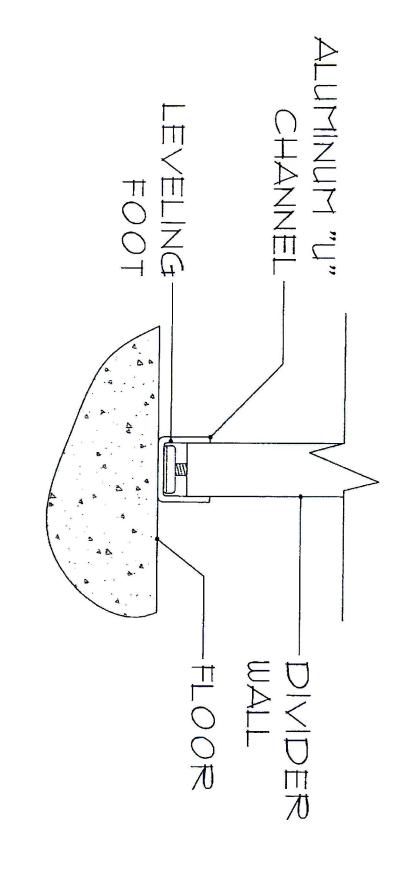


ADA ISSUANCE STATION SECTION

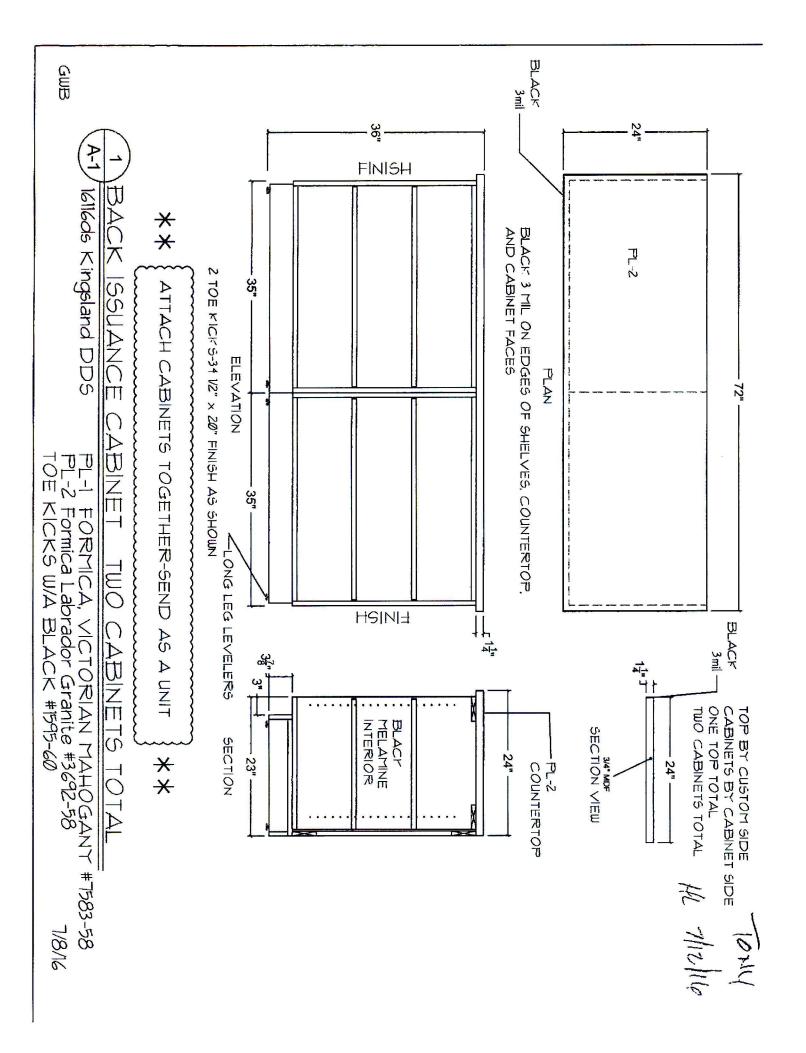
316116ds Kingsland DDS PL-1 FORMICA, VICTORIAN MAHOGANY #7583-58
PL-2 FORMICA, LABRADOR GRANITE #3692-34
PL-3 FORMICA, JUST BLUE #8821-58
PL-4 FORMICA, BLACK #909-58

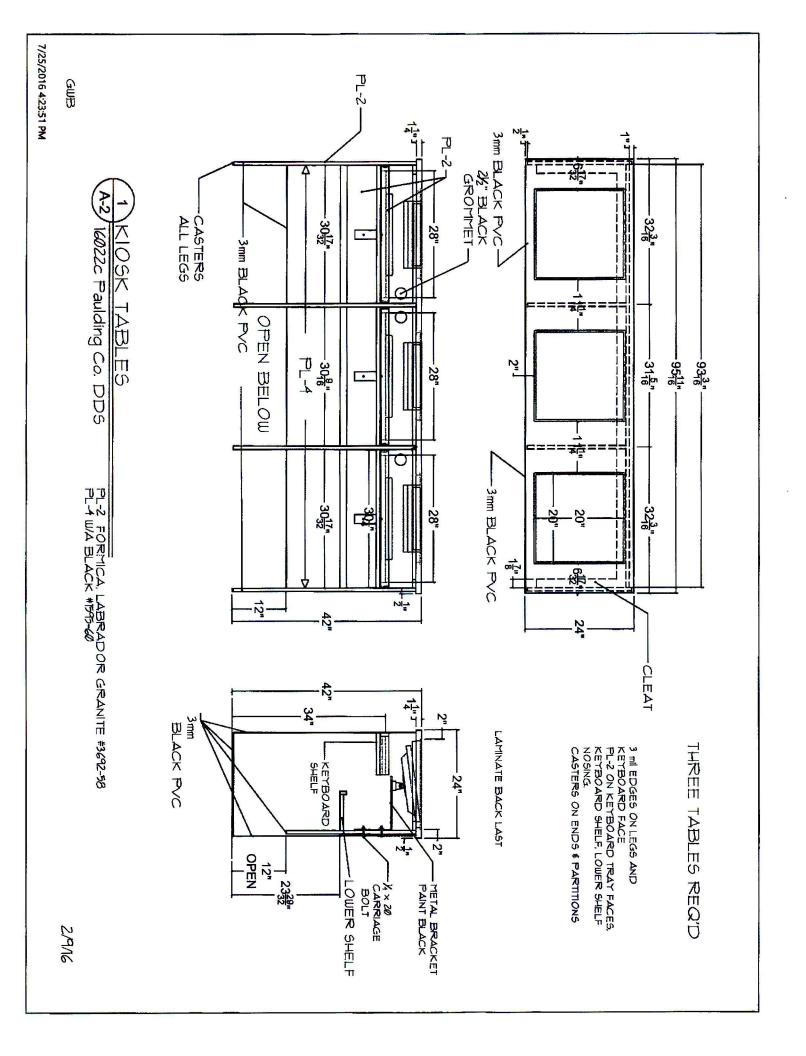
7/8/16

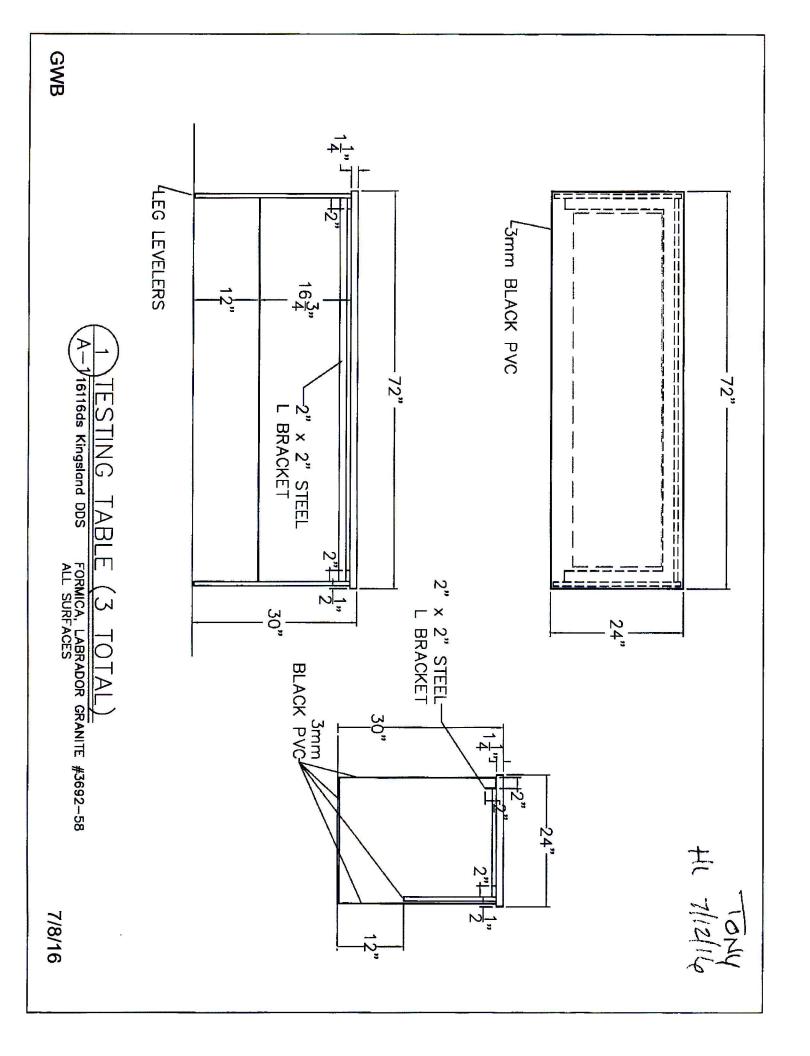
ADJUST LEVELING FEET
ATTACH "U" CHANNEL TO FLOOR WITH TAP-CONSPRE-DILL ALUMINUM CHANNEL DIVIDER WALL & PHOTO WALL GET SET IN ALUMINUM "U" CHANNEL AND WILL GET SIDE



52 REF: N/A DETAIL @ DIVIDER & PHOTO WAL SCALE: N/A







This is the general wall color:



The Back wall behind the counter is done in the Sherwin-Williams color:

"Salty Dog" SW9177

Department of Driver Services

Data Requirements

DDS requires that all Data/voice infrastructure cabling be rated as Category 6 or better. All data cabling must be terminated using the EIA/TIA 568b standard. Voice and Data will utilize the same infrastructure cabling and will be terminated on a cat 6 patch panel located in the Network closet. DDS request that data jack be rated for cat6 and be blue of color. Wall plates utilized for data cabling should be white in color. Cabling for the issuance counter should be sufficient enough to provide at a minimum of four data drop per counter station. The DDS testing area will require a minimum of three data drop per testing table. The office/admin area requires that data be installed on a minimum of two walls with two data drops per location. Back issuance counter require that data to be located at two location per issuance counter. Each of these locations will require a minimum of 2 data drops. If the facility contains a breakroom that is exclusively used by DDS staff a single data drop will be required for this location. One additional data drop will need to be placed in the admin area of the building at 54 inches in height for use with the time clock provided by DDS. The location of this data drop will be determined by DDS staff. The data network closet is required to be climate controlled and have a data rack with a minimum of 25U. If a floor mounted rack is used laddering must be installed from the nearest wall to the data rack. Wire management should be installed above and below each patch panel. Incases where a wall mount rack is used this rack is required to have a swingable front gate to allow for easy access to the back of the patch panels.

Card access system

DDS will provide and configure an S2 node that will be used for the swipe card access system. The contactor will be required to install the carder readers, electric strikes, push to exit button, magnetic lock, and request to exit device. In addition the contractor will need to install all necessary cabling for these devices. Cabling will need to be pulled and left clearly labeled in the network closet. DDS will then use these cables to make the finial connection to the S2 system. Preferred hardware specifications have been listed below for the card readers and electric strikes. The electric strikes will need to be wired for 24 volts.

Card Readers

HID I Class reader 920NHRNEK0001Y

iClass SE R10 (mini-Mullion) 900NTNNEK00000

Electric Strike

HES 9600 630 electric strike, 12/24VDC, For use with Rim type exit device

HES 1006CLB, Fail Secure electric strike 12/24VDC, includes J, KD and KM faceplates

Alarm System

The alarm system must be a DMP panel capable of being monitored through a phone line, but also networkable for system maintenance. DDS requires that all alarm devices such as motion detectors, glass break sensors, and door contacts be hardwired into the system. The only exception to this is the panic buttons which will need to be installed at each counter station can be either a hardwired or wireless device. One zone on the alarm system will need to be programed as an alarm disarm zone that will be used by the S2 panel to disarm the alarm via the access control system. A cable will need to be provided from this zone labeled and left near the access control system cabling for DDS to make the connection to the S2 panel.

Cameras System

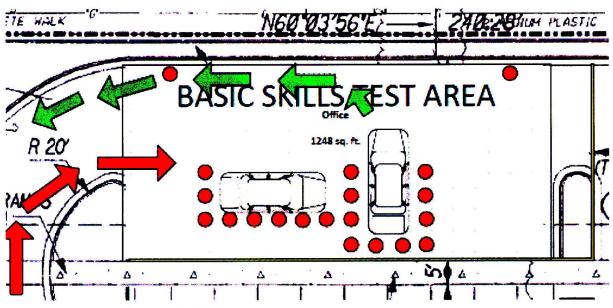
The DDS preferred camera system manufacture is Avigilon. Hardwire specification are listed below for the preferred cameras and video appliance. In order to integrate the video appliance into the DDS network we would request that the video appliance license be upgraded to an enterprise license. Cameras will need to be installed to cover all exterior doors, counters, testing area and the lobby.

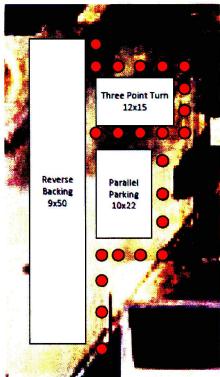
Avigilon camers 3.0 Megapixel WDR Day/Night In-Ceiling Dome 3-9mm f/1.2 P-iris lens

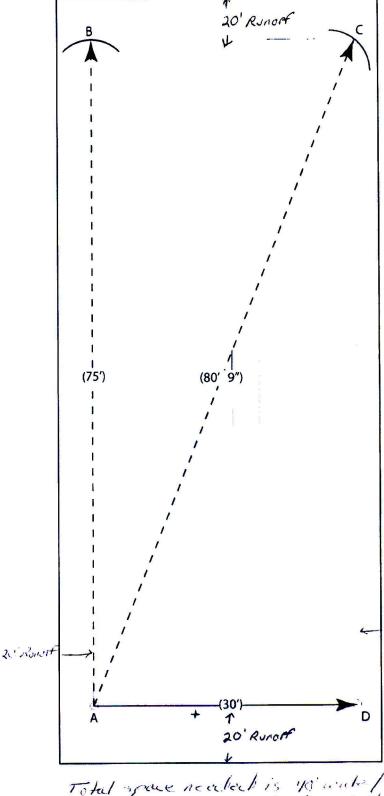
Avigilon HD Video Appliance Pro 24-port 9TB unit with ACC Standard 24-ch 7, License

Avigilon ACC 5 upgrade license Standard to Enterprise for 24 camera Channels

The Basic Skills test course can be made to fit in a space as small as 50' X 100' space. This would only include one course. There is a need for two courses in most of the metro sites.







Step 2. Marking the Rectangle

Select a location to lay out a straight baseline that is 75 feet long at a minimum. This baseline location must meet the range criteria for minimum runoff and location of obstacles in and beyond the runoff area.

- 1. Label Point A and measure 30 feet to establish the location of Point D. Label Point D. Points A and D are the first two corners of your true rectangle.
- 2. From Point A, measure 75 feet to establish the location of Point B and mark with an arc.
- 3. From Point A, measure 80 feet 9 inches to establish the location of Point C and mark with an arc.
- 4. From Point D, measure 75 feet to establish the location of Point C and mark with an arc while intersecting previous arc.
- 5. From Point D, measure 80 feet 9 inches to establish the location of Point B and mark with an arc while intersecting previous arc.

Where the arcs at Point B and C intersect are the third and fourth corners of your true rectangle. Label the points B and C.

Verify minimum runoff and location of obstacles in and beyond the runoff area; adjust if necessary.

20' Runoff

Total space reachect is 10 with / 115 Long with no obstacks within the area, to include obstacks at the end of the 20' perimeter wroth.

The example is a rec'elist of the and ort worth.

EXHIBIT D

State Properties Commission - Construction Standards for Leased Properties

State Properties Commission

Construction Standards for Leased Properties

Project: 6182 DDS Jackson GA

Location: 1578 W Highway 16 - Jackson GA

NOTE: These Notes should be reviewed by the Designer for each individual project and modified to meet specific requirements as required.

Note-1: This document is intended to be a general guideline for in order to establish construction pricing and an accurate construction budget

Note-2: The Landlord's General Contractor shall visit the site prior to submitting pricing. General Contractor to notify the SPC of any discrepancy between drawings and actual job conditions prior to submitting a bid.

Note-3: The General Contractor is responsible for filing the project for permit, all local permit fees as well as retaining an expeditor to file the drawings. These costs are to be included in the General Contractor's pricing.

Note-4: See additional supplemental notes for items specific to the Tenant locating to the space.

Note-5: Landlord shall be responsible for compliance with all applicable permitting, zoning ordinances, and requirements; local and state building codes; life safety codes; the current Americans with Disabilities Act-Titles II & III and the design guidelines (ADAAG) and the securing of a certificate of occupancy in the construction of the building.

Base Building Requirements

NOTE: These items are to be affirmed by the Landlord as complete and fulfilled. If any items are lacking or not in place, they are to be priced separately and included as Landlord costs.

- 1. The roof must be new or less than 5 years old. If not, an explanation will be required in writing of measures in place to ensure that the roof will be properly maintained over the course of the lease.
- 2. The building shell must be appointed and maintained to a "like new" condition. Noticeable cracks, damage, rot, mold or peeling paint are not acceptable and must be remedied.
- 3. The structure is to be free of all hazardous materials or substances including asbestos, mold, mildew and lead paint. Any measures needed to abate hazardous substances are to be Landlord costs.
- 4. There must be adequate handicap parking with striping and signage to comply with the Americans with Disabilities Act (ADA).
- 5. There must be an accessible path from parking into the space with no obstructions greater than $\frac{1}{2}$ " and in full compliance with ADA requirements.
- 6. The building must ensure adequate drainage from the parking and site.
- 7. Building landscaping must be well maintained with a maintenance program in place.
- 8. Any water leakage or damage to the space is to be corrected and the source remedied.
- 9. Any requirements for fire protection of structural elements of the building should be in space including rated column or vertical penetration enclosures, spray-on fire proofing, etc.
- 10. The structure shall have sufficient insulation to meet current energy codes.
- 11. Exterior doors are to be, fully functional with push bar or lever hardware and locksets. Aluminum and glass doors are acceptable provided that they are fully functional with push bar or lever hardware and locksets. Exterior doors are to have closers as well as full weather-stripping and aluminum threshold. Doors are to open in the direction of egress.
- 12. Ceiling tile and grid are to be in place through at least 90% of the space. Ceiling tile and grid is to be 2'x4' or 2'x2' set in standard 15"/16" grid. Existing ceiling tiles are to be free of breakage, chips, marks and water marks. All ceiling tile shall

be lay-in acoustic tile. Ceiling grid is to be complete. Replace any damaged or missing pieces. Any work to complete ceilings, repair grid or replace tiles is to be at Landlord cost.

- 13. Domestic water and sanitary lines are to be in place.
- 14. The floor slab is to be level to within 1''/12 ft. and in adequate condition for specified flooring installation with minimal leveling or floor preparation.
- 15. All exterior windows are to have fully functional and damage-free window blinds in place. Any damage or missing blinds are to be replaced to match existing.

Construction/Partitions

- 1. Partitions to be 3 5/8" metal studs with ½ or 5/8" GWB each side. Metal studs to be a minimum of 22 gauge, and spaces 16" o.c. Standard partitions are to be to the underside of ceiling u.n.o.
- 2. N/A
- 3. The following spaces are to have full height partitions to deck with sound attenuation batts: Conference Rooms, Restrooms.
- 4. General Contractor to provide fire-retardant wood blocking or metal angles within partitions where all cabinets, counters, millwork and wall-mounted televisions are to be mounted.
- 5. Provide fire-rated partitions to meet UL-U419 at the following spaces: All conference/training or assembly rooms over 750 s.f., all tenant demising partitions as required by code.
- 6. Within buildings with no sprinkler system, all file rooms and storage rooms over 100 s.f. are to be 1-hour fire rated. If the building has a sprinkler system, the partitions are to meet all requirements of a full height smoke partition.
- 7. If so indicated on the drawings, provide folding partition system, Panelfold "Moduflex" Model 420 with an STC rating of 50 or greater or similar product approved equal in quality and performance. General Contractor to provide all structural bracing and reinforcement necessary for a complete and functional installation. Panel finish to be vinyl selected from manufacturer's standard finish selections.
- 8. The GTA Telecom Room is to have full height partitions to structure above (not rated). Provide panels of 4'x8' fire-rated plywood continuous along two sides of the room, painted to match adjacent partitions. Provide two (2) 4" metal sleeves in partitions above adjacent ceiling height for running low voltage cabling.
- 9. Columns within the space are to be fully enclosed in GWB to a depth that allows the installation of outlets or Tel/Data devices. Provide fire-rated enclosure where required by code.
- 10. Where a partition abuts a window mullion, provide continuous compressive filler tape between end studs and mullion with silicone caulk on either side of partition. GWB is to be fully finished with casing beads.

Lighting/Ceilings

- 1. Provide at a minimum 2' x 4' three-lamp 18-cell parabolic fluorescent fixtures as required to provide 50 foot-candles of lighting at the desktop (approximately one fixture per 80 s.f.). At enclosed rooms or offices less that 160 ft., assume two fixtures. The use of T-5, LED or other energy conserving fixtures is encouraged.
- 2. Provide motion-sensor light switches at all offices and enclosed rooms. Replace existing switches as required.
- 3. Existing lighting that meets minimum standards may be reused to the fullest extent possible and must be in good serviceable condition. Replace any damaged or dented lenses. Replace any defective ballasts as necessary. T-12 ballasts are not acceptable and must be replaced with T-8 at Landlord cost.
- 4. Provide building standard exit signs throughout.
- 5. N/A
- 6. At Training Rooms, double-ballast fluorescent fixtures so that inboard and outboard lamps are switched separately. Switch row of fixtures at the front of the room separate from the balance of the fixtures.
- 7. Each Office, Conference Room, Storage Room and similar enclosed spaces are to be individually switched. General open area lighting is to be on banks of relay switch, 3-way controlled at the front and back doors.
- 8. For the GTA Telecom Room, drop ceiling, if any, should be removed leaving area open to structure above. Structure above, including any finished ceiling should be painted. Chain mount 2x4 3-lamp 18-cell parabolic fixtures within the room.
- 9. Provide emergency lighting as required to meet code. Connect fixtures to building's emergency circuit if available or provide alternative battery pack fixtures.
- 10. At new Restrooms, provide wall-mounted light fixtures over mirrors, allowance \$350.00/fixture.

- 11. At the end of the job, all lamps within fixtures are to be fully functional and of the same color temperature. Replace all lamps not meeting this criteria as required.
- 12. Provide one (1) Da-Lite "Boardroom Electrol" electric projection screen (or approved equal in quality and function) to be located in the Training Room or Large Conference Room. Cut and modify ceiling grid as required.
- 13. Restore ceiling grid to "like-new" condition including removing all marks or damage. Repaint existing grid if discolored with age. Fill and paint any screw holes.
- 14. Reuse existing ceiling tile to the fullest extent possible. Replace all damaged or discolored tiles with new to match existing as required. The mixing of old and new tiles within one space is not acceptable
- 15. Existing grid is to be straightened and leveled as required. Replace any damaged or discolored members.

Electrical/Tel/Data

- 1. At Private Offices, provide three (3) duplex outlets and two (2) tel/data receptacles with junction box and 1" rigid conduit and pull string for tel/data.
- 2. At each Conference Room, provide three (3) duplex outlets and one junction box with conduit and pull string for tele/data. Provide wall-mounted duplex outlet and data backbox for Tenant's wall-mounted flat screen television.
- 3. At the large Conference Room, provide one (1) flush floor power/tele/data unit, Wiremold
- "RC" Series Assembled Unit #RC7ATCBK (black flange & slide covers) for tile or carpeted floors. At slab on grade conditions, provide the equivalent unit. Cut and restore slab as required for installation.
- 4. At each Conference Room with an electric projection screen, provide power and tel/data box above ceiling for tenant provided ceiling mounted projector.
- 5. At Training Rooms, provide one (1) quad outlet and one (1) tele/data outlet at the end of each run of training tables shown on plan. At the front of the room, provide two (2) additional duplex outlets and two (2) tel/data outlets.
- 6. Provide wall mounted power feed and one junction box with 1" rigid conduit and pull string for every workstation cluster that backs up to a partition or column. At "floating" clusters, provide power above ceiling for Tenant's furniture system power poles. Provide wall or ceiling feed for every six (maximum) workstations. Assume Tenant's workstation electrical system to be 8 wire, 4-circuit. The General Contractor is responsible for hard wired connection of all power poles.
- 7. All low-voltage cabling will be provided and installed by Tenant's vendor. General Contractor to coordinate with Tenant's vendor for scheduling and appropriate access to the space as required.
- 8. At the GTA Telecom Room, provide the following:
- Two (2) dedicated 20 amp receptacle with NEMA twist lock from structure above to feed racks.
- Two (2) dedicated quad outlets.
- One (1) dedicated duplex outlet (for Security Panel).
- Three (3) common duplex outlets.
- Main Grounding Busbar, 12"x4"x1/4", plated copper.
- 9. At each tel/data receptacle, General Contractor to provide backbox within partition with 1" rigid conduit to above finished ceiling with pull string. Replace any existing devices to remain that do not meet these requirements.
- 10. At Receptionist windows, provide one quad outlet and one tel/data outlet for each window show. Provide one additional duplex outlet and tel/data outlet within the space. Provide a release button from the Customer Service windows to the secured door from waiting to office areas. See Doors and Hardware for additional information.
- 11. All file rooms are to have one duplex outlet and one tel/data outlet for every 200 s.f. of space.
- 12. Where vending machines are indicated, provide dedicated duplex outlets.
- 13. All restrooms are to have one GFI duplex outlet located at sinks at 44" a.f.f. Provide one additional duplex outlet in multi-fixture restrooms.
- 14. Provide general area convenience outlets every 40 ft. minimum.
- 15. All copiers are to receive one dedicated duplex outlet and one junction box with conduit and pull string. Provide quad receptacles every 4' o.c. minimum above all counters.
- 16. At the Breakroom, provide dedicated outlets for all specified appliances. Provide dedicated outlet(s) for quantity of microwave ovens. Provide a minimum of two quad outlets above the counter and a minimum of one additional convenience duplex within the room. Provide wall mounted outlet and data backbox for Tenant's flat-screen television.
- 17. At Waiting, provide two (2) duplex outlets and tel/data outlets and one wall-mounted outlet and data backbox for Tenant's flat screen television.

- 18. Outlets are to be mounted above the millwork in Copy Rooms and Breakrooms.
- 19. Provide 2" conduit from building demark to GTA Telecom Room. Conduit to be grounded to a # 6 ground bar
- 20. Where systems furniture is shown, the General Contractor is responsible for hard wired connection of all base feeds and power poles. Once the panels are installed, the electrician is to return and cut the base feed whips to a reasonable length. All work associated with this is to be included in pricing.
- 21. Provide a price for a new electrical panel board within the tenant's space if sufficient circuits do not exist in the existing panel with spares for the specified electrical load.
- 22. All outlets and light switches are to be grey with stainless steel cover plates (If not in conflict with building standards).
- 23. Existing outlets may remain if not in conflict with other items. If existing outlets do not match state standards, replace as necessary. Provide blank plates for any existing abandoned tele/data locations that do not have plates.
- 24. Verify that all existing power outlets to remain are fully functional and repair if necessary.

NOTE: See Supplemental Tenant Specifications for additional information.

HVAC

- 1., Provide documentation of an ongoing maintenance contract.
- 2. HVAC is to be sufficient to heat/and cool the space per ASHRAE standards and provide a minimum of 1-ton of capacity per 300 s.f. of Tenant area.
- 3. Provide adequate thermostatically controlled zones for every 1,000-2,000 s.f. of space with proper separation of interior and exterior zones.
- 4. Provide separate HVAC zones for each Training Room and Conference Rooms that seat 10 or more people.
- 5. General Contractor to provide a complete and functional new HVAC installation including new branch ductwork, and/or additional PIU's/PLU's as required.
- 6. Provide a complete Test and Balance report of the HVAC system at the end of the job.
- 7. At the GTA Telecom Room, provide a separate 1-1 ½" ton unit for 24-hour cooling.
- 8. Provide an automatic exhaust system vented to the outside at all restrooms.
- 9. Provide lockable covers on all thermostats.
- 10. Replace all thermostats greater than 5-years old with new.
- 11. Provide 'Z" boots at all return duct penetrations of full height acoustical partitions.
- 12. All existing supply and return vents to be reused are to be thoroughly cleaned or replaced with new if discolored in relation to ceiling tile and grid.

Fire Protection

- 1. Where sprinkler systems are required, provide new sprinkler heads throughout as required to accommodate new layout. Sprinkler heads are to be located in the center of tiles. Sprinkler shop drawings are required for submission to the State Fire Marshal's office for approval.
- 2. Where a fire alarm system is required, the panel is to be in place as a part of the base building. Provide fire alarms and strobes throughout the space as required to meet code.
- 3. Provide fire dampers as required at penetrations in fire rated partitions. Firestop all other penetrations in fire rated partitions as required to maintain rating of wall.
- 4. Provide a complete and functional emergency system including exit signs, smoke detectors and emergency lighting fixtures as required to meet all State and Local codes.
- 5. Provide accredited, 10 lb fire extinguishers in semi-recessed cabinets, not more than 75' apart in all open and corridor areas.

Plumbing/Appliances

- 1. At the Breakroom, provide stainless steel ADA accessible single bowl sink and "Danze Amalfi" #D454530, Single handle, pull-down faucet.
- 2. Include in pricing a new water heater(s) in proper working condition.

- 3. General Contractor is responsible for ensuring that adequate power is provide, as well as water and drains, where applicable if appliances are required by the Tenant.
- 4. The General Contractor is responsible for coordinating appliances with millwork and ensuring that adequate clearances are provided.
- 5. Provide an ADA compliant, dual-height water cooler within the Tenant space, not less than 1 per 100 occupants or as required by code.
- 6. Provide a Janitor Sink and Faucet where indicated on the plans.
- 7. Provide water line and hook ups to refrigerator, tenant's coffee maker and dishwasher. Provide cut-off valves to all water lines.
- 8. At multi-fixture restrooms, provide floor drains at each restroom.
- 9. See Restroom/Fixture/Accessories for additional information.

Millwork

- 1. At the Break room, provide plastic laminate clad upper cabinets with doors and two adjustable shelves and base cabinets with doors and one adjustable shelf, extent as shown. Provide one bank of drawers 24" width at base cabinet area. Interior to be melamine.
- 2. The Breakroom is to have a fully ADA accessible sink area, 34" high x 36" minimum wide. Cabinet to be open to the floor below with doors with applied toe-kick. Provide insulation on p-trap below.
- 3. At new multi-fixture restrooms, provide plastic laminate lavatory counter with set-in sinks. Vanity to have removable plastic laminate panel to shield drains. Lavatory counters to be fully handicap accessible and in compliance with all ADA clearances. See Restroom Fixtures/Accessories for additional information.
- 4. At Copy/Fax Rooms provide plastic laminate clad base cabinets and upper cabinets with doors and one adjustable shelf, extent as shown. Interior to be melamine.
- 5. Where millwork is existing to remain, units are to be thoroughly cleaned. All missing or malfunctioning hardware is to be replaces. Level and realign all doors and drawer fronts. Repair/reattach any existing millwork with delaminating surfaces.

NOTE: See Supplemental Tenant Specifications for additional information.

Doors and Hardware

- 1. All doors are to be a minimum of 3'-0" wide x 7'-0" high and of solid core construction. Doors may be stained or clear veneer finish. Paint grade doors will also be acceptable.
- 2. N/A
- 3. Doors are to be set in hollow metal frames. Frames can be welded or knock-down.
- 4. Provide ADA compliant lever hardware throughout. Hardware to meet a minimum standard of ANSI Grade II, light commercial. Existing hardware may be reused if in proper working order.
- 5. Finish of door hardware to be US 26D, Satin Chrome.
- 6. Provide 20-minute rated doors and hardware at all doors in 1-hour rated partitions or as required by code. Provide non-rated doors with closers at all smoke partitions and GTA Telecom Room.
- 7. Provide locks at the following spaces: GTA Telecom Room, storage rooms, file rooms, private offices. At single person toilets, provide "privacy function" lockset on doors.
- 8. At Breakroom and Multi-Fixture toilets, provide Push/Pull sets and closer on doors.
- 9. If the main entry door is exterior, provide ADA power assist opening unit with activation buttons on the inside and outside of the space. Button to have ADA compliant signage and international handicap accessibility symbol.
- 10. The tenant's vendor will install the security system. The General Contractor is to provide all infrastructure as required. This shall include a backbox with pull string for card reader and power above ceiling as required. At single doors, General Contractor to provide the electric strike within the door frame for connection by the Tenant's security vendor. At double doors, the security vendor will provide mag locks. All doors with card readers are to be connected to the building's fire alarm system to release in the event of an alarm. See plan for card reader locations and quantity.

Finishes

1. Unless noted otherwise, provide direct-glue carpet installation with no pad throughout the space. Provide floor prep and/or leveling as required. Carpet to be commercial grade, level loop, 26 ounce carpet. Carpet shall have permanent

stain resistant properties that cannot be removed by commercial cleanings or abrasive wear. See Note 14 under "Base Building Requirements".

- 2. Provide continuous roll 4" high rubber base with pre-formed corners throughout. Provide straight base at carpet and coved base at VCT
- 3. At the Breakroom and Reception Area, provide VCT flooring, Armstrong "Excelon" or approved of equal quality. Tile is to be thoroughly cleaned and waxed at the completion of the job. Provide for a patterned installation of up to three colors of tile.
- 4. At the GTA Telecom Room, provide static dissipative tile, Armstrong SDT 12"x12" tile, one color. Tile to be installed and have finish coat per manufacturer's printed instructions.
- 5. Restrooms are to have 12"x24" porcelain tile flooring with corresponding coved tile base. Provide full-width marble thresholds at restrooms.
- 6. Provide one coat of primer and two coats (minimum) of finish paint. Paint finish to be Flat in general areas and eggshell in the Breakroom, Restrooms and Janitor Closet.
- 7. Provide FRP Panels at Janitor Sink, 4 ft. high, on all sides surrounding sink.
- 8. All door frames are to be painted semi-gloss.
- 9. Provide allowance for use of up to 1 accent paints on 20% of the partitions.
- 10. Provide allowance for appropriate transition strips for flooring material changes between dissimilar flooring materials.

Restroom Accessories/Fixtures

- 1. NOTE: Restroom and toilets are to be fully ADA compliant to current standards.
- 2. NOTE: Restrooms and toilets, all toilet partitions are to be in "like-new conditions", free of marks, chips or occlusions. All hardware is to be in fully functional order and not lose or misaligned.
- 3. NOTE: The following are intended as a guideline for intent and quality. Alternate items will be considered for use if of equal or superior quality.
- 4. Floor-Mounted Toilet: American Standard "Cadet FlowWise" Elongated Bowl Pressure Assisted 1.1 GPF" unit with open front seat and lid. Provide handicap height model where indicated.
- 5. Countertop Sink, American Standard "Cadet Everclean" with faucet holes on 4" centers and American Standard "Seva" faucet assembly with single lever and pop-up drain. See Millwork Notes for lavatory countertop. Provide Lavatory Soap dispenser, Bobrick # 82216 with 6" spout.
- 6. Wall Hung Lavatory: American Standard "Lucerne" with faucet holes on 4" centers and 7. American Standard "Princeton" faucet assembly with lever handles and Pop-up drain.
- 7. Handicap Grab Bars: Bobrick B-5806 Series, 36" and 42" at handicap toilet.
- 8. Recessed Paper Towel/Trash Unit: Bobrick # B-3942
- 9. Mirror: Bobrick B-165 Stainless Steel Frame Mirror, 24" x 36"
- 10. Surface-Mounted Toilet Seat Cover Dispenser: Bobrick #B-4221 at each toilet
- 11. Surface-Mounted Toilet Tissue Dispenser: Bobrick # B-4288
- 12. Surface-Mounted Sanitary Napkin Disposal: Bobrick # B-254
- 13. Recessed Sanitary Napkin Dispenser: Bobrick # B-282
- 15. Toilet Partitions: Bobrick # 1042 Designer Series, Overhead braced, floor mounted Plastic Laminate Clad Toilet Partitions. Provide standard "Commercial" Type 18-S Hardware. Provide slide latch and coat hood on each stall door.