



19 Allstate Parkway Allstate Corporate Centre





DESIGN CRITERIA MANUAL

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PERTINENT CONTACTS AND APPROVED CONTRACTORS





1 DESIGN CRITERIA MANUAL

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INTRODUCTION

The Tenant Design Criteria Manual is prepared to assist Tenants in the design and construction of leasehold improvements before, during and after the substantial completion of the base building project. Revisions, as the nature of the project's site conditions change, will be supplemented.

The manual contains information about procedures and requirements established by the Landlord for Tenants who undertake improvements within the leased premises; it also outlines the basic design specifications for the building. The information provided here applies as a general rule and should be made available to the Tenant's designers and contractors, who are urged to acquaint themselves thoroughly with the material herein, as it will form the basis of the Landlord's approval of all Tenant submissions.

The Landlord's approval of all drawings is for the purpose of obtaining information about the intended design and use of the premises and the impact such design and use may have on the base building systems, structurally, electrically and mechanically.

By giving such approval the Landlord is not agreeing with your consultants design accuracy, only approving or disapproving of the impact on the base building systems. It is recommended that the Tenant work and/or designer visit the site to inspect and verify all site conditions prior to commencement of design work.

The Landlord reserves the right to amend or add to the information in the manual at any time and the Tenant is obliged to abide by such changes upon notification thereof. All costs associated with the compliance shall be at the Tenant's expense.

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This manual is intended to reflect only standard conditions or situations and does not amend the formal lease agreement, which is to govern in the event of any inconsistencies.

Permission to deviate from the criteria contained herein must be obtained in writing. Notes on drawings in conflict with the design criteria have no validity.



TENANT COORDINATION

The Landlord will appoint a Project Manager, who will guide and assist the Tenant through the construction and renovation period and act as a point of contact within the Landlord's organization. All questions, comments and submissions are to be addressed to:

Construction Coordinator / Project Manager
GWL Realty Advisors Inc.
675 Cochrane Drive, Suite 101, West Tower
Markham, Ontario L3R 0B8
Telephone: (905) 475-1995
Fax: (905) 475-3676





BASE BUILDING CONSTRUCTION

Base Building construction includes all structural, mechanical, electrical, sprinkler systems and architectural finishes as stated in the basic construction contract between the Landlord and the Landlord's contractors.

Drawings indicating all major elements of the Tenant's floor will be provided to the Tenant by the Landlord if available. Any additional drawings requested by the Tenant will be supplied by the Landlord at the Tenant's expense.



DESIGN AND WORKING DRAWINGS

The Tenant may wish to retain the Landlord's Architects or Consultants, under direct contractual arrangements for the production of working drawings. If the Tenant chooses to employ Consultants other than the Base Building Consultants for the design work, the Landlord will have their drawings checked by the Base Building Consultants in order to ensure compatibility with the building's systems. The cost of this review will be charged to the Tenant. A list of the Base Building Consultants is attached to this manual.

All drawings are to be made in Imperial with Metric conversions in brackets.

For the purpose of this manual, the drawings approved by the Landlord shall be called "Approved Drawings". Any revisions made to the Approved Drawings must be submitted to the Landlord for further approval.

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The Tenant shall submit to the Landlord one (1) set of sepias and three (3) sets of prints of the completed working drawings and specifications for final approval at least fifteen (15) working days prior to the Tenant's commencement of construction. The sepias will be returned within fifteen (15) working days with the Landlord's approval or comments. The Tenant drawings must include the following information:

1. Floor Plans:
 - a) drawing scale of 1/8":1'-0";
 - b) location of all major fixed elements within the Leased Premises dimensionally related to grid lines and demising partitions.
 - c) locations, loads and layouts of rooms of unusual loading concentrations, such as centralized filing areas, Vaults, Safes, Etc.;
 - d) location of power and telephone outlets;
 - e) room names or uses. The number of persons working in the room will help in calculations for the mechanical requirements;
 - f) floor materials and finishes throughout the Premises, including washrooms, kitchens/sinks if applicable;



- g) where the Leased Premises occupy less than a full floor, a drawing of the entire floor showing the location (complete with dimensions) of Leased Premises and its relationship to the elevator lobby, exits, washrooms, etc., will be required.
 - h) door hardware and keying schedule. Two copies of the hardware schedule must be submitted to indicate all elements including keying which must be to building standard.
 - i) location of inter-floor stairs, if any, (subject to approval by the Landlord's structural engineer);
 - j) clearly defining the extent of work of the Tenant.
2. Reflected Ceiling Plans:
- a) lighting layout, ceiling pattern, materials and suspension system;
 - b) types and Wattage of any proposed special lighting fixtures;
 - c) locations and types of sound baffles above the ceiling, and clear identification of rooms requiring soundproofing.
 - d) the locations of any access panels required to service building systems.
 - e) the locations of any air transfer ducts through full height partitions. Cross talk silencers are required for all tenant and corridor demising wall.
3. Construction sections and details, at suitable scales, indicating all methods of construction, including partition details, baffles, doors, etc.
4. Complete mechanical, electrical, sprinkler systems, building automation and life safety system drawings, at a scale of 1/8":1'-0", showing all alterations to, or additions to, the existing Base Building work as well as Base Building conditions which remain unchanged. Tie-ins and extensions to base building security, fire alarm, and communication systems must also be clearly shown. All electrical work in electrical rooms to be installed in conduit. Heat generating equipment and their heat output will be required on the mechanical drawings. Thermostat locations to be clearly shown.
5. Structural drawings, at suitable scales, where special conditions warrant the production of such drawings e.g. openings in the slab, Libraries, file rooms, vaults, etc. These drawings must be created by the Landlord's Structural Engineer or coordinated by the Landlord. The Landlord's contractor shall perform these structural modifications and be coordinated by the Landlord at the Tenant's expense.
6. Architectural, mechanical and electrical specifications must be submitted, describing the quality and performance standards for all the Tenant work.
7. The tenant is responsible for obtaining all necessary permits and approvals, from the Building Department, Health Department, Fire Marshall, the Ministry of Labour, and any other governing authority having Jurisdiction.

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8. The Landlord shall engage, at the Tenant's expense, the Landlord's contractors, for any mechanical, electrical, sprinkler, controls and balancing modifications or additions to the base building systems.
9. Upon completing its review, the Landlord shall return the drawings stamped and endorsed with its approval along with all comments and required corrections of the Landlord and its Consultants. The Tenant shall revise the drawings to include all the comments and corrections and provide the Landlord with a revised set of prints prior to commencing the Tenant work. Unapproved drawings shall be revised to conform to the Landlord's requirements by the Tenant and resubmitted to the Landlord for approval. The Landlord shall not be obligated to change or extend any of the dates contained in the lease as a result of the drawings being rejected by the Landlord or its consultants.



PERMITS

The Tenant is responsible for all necessary permits and approvals required by government authorities for construction. The Tenant must provide the Landlord with copies of such permits and approvals prior to commencement of construction.

The Tenant is responsible for the correction of any items of work which do not meet with the approval of the Municipality's building inspector, notwithstanding the fact that the drawings have been approved previously by the Municipality or the Landlord. The Tenant will be given a specified time to complete corrections. Should the Tenant or the contractor delay the required correction unduly, the Landlord will make the correction at the Tenant's expense. All Building, Occupancy and Permit drawings will be submitted to the Landlord upon completion of work.

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The Tenant upon completion of the premises shall obtain on "Occupancy Permit" in writing from the Building Department.



INSURANCE

The Tenant and its contractors are required to provide a copy of the insurance coverage at least equal to the itemized amounts stipulated in the Lease. For further information see Section 4 of this manual.



APPOINTMENT OF CONTRACTORS

All Tenant Contractors are subject to approval by the Landlord and MUST:

- a) have union affiliations compatible to those on site at the time the Tenant's construction is to commence;
- b) furnish evidence of good standing with the Workers Compensation Board (see Section 4);
- c) engage the services of the Base Building Sprinkler, Mechanical (HVAC), Building Automation and Controls, and Electrical subcontractors for approved Tenant work involving these trades;
- d) furnish the Landlord with a list of their Contractors' names, contacts and telephone numbers prior to construction and schedule a meeting of the General Contractor and designer with the Landlord's representative.
- e) Upon request, provide list of trade's persons with qualifications and valid License copies.
- f) Upon request, provide list of trade's persons with qualifications and valid License copies.

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COMMENCEMENT OF CONSTRUCTION

Construction may proceed only after the Tenant has:

- a) Submitted acceptable evidence of insurance coverage to the Landlord as set out in the Lease and in this manual (Section 4).
- b) Posted all required permits on site and forward copies of the same to the landlord for record purposes. Permits will include but not be limited to Building permit, clearance certificate from the Workers Compensation Board, liability insurance certificate, and Notice of Project from the Ministry of Labour (if applicable).
- c) Available on the Leased Premises a complete set of prints of the Approved Drawings for the duration of the construction period for reference by the Landlord's authorized representatives.
- d) Received approved drawings and written notice from the Landlord to proceed with construction.
- e) Provided two sets of construction drawings and specifications and copies of all Addenda.



- f) Provided the landlord with a list of contractors performing the work.
- g) Provided the Landlord with a copy of the construction schedule, complete with commencement, completion, and tenant move-in dates.

All contractors accepting work in the Allstate Corporate Centre (11, 15, 19 & 27 Allstate Parkway) have been advised to the security measures in operation at this location. The four general regulations which they must adhere to upon arrival and prior to starting work are listed below:

- a) Contractors are to register with the 1st floor Reception, located at 675 Cochrane Drive and provide the Receptionist with a copy of their valid work order.
- b) Once the work order is confirmed as being valid, the contractors are to be issued a passcard for the work area involved.
- c) Passcards are to be kept on the contractor's person, during the entire working time within the building(s) and are to be returned at the end of each week.
- d) Contractors requiring Fire system isolations must contact Tenant Services (905) 475-7250, who will issue a work order to the Building Operator who in turn will isolate the required fire system devices.

If contractors arrive for work and do not have a copy of their work order, they should be referred to their General Contractor or, during normal business hours, to the Project Manager, Construction Division located on the 1st floor of 675 Cochrane Drive. After hours, the Security Officer is to be contacted.

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1. Security Officers and Building Operators conducting patrols throughout the building(s) will ensure that the above conditions are being met by all contractors as they are encountered. If contractors are located within the building(s) who do not have a passcard, they will be requested to leave the site and to register in with the 1st floor Reception, 675 Cochrane Drive for verification, sign-in and passcard issue.
2. Patrolling Security Officers and Building Operators are to ensure that desks in Tenant areas are not used as lunch tables or work benches by contractors. Work areas are to be kept in as clean a manner as possible, bearing in mind the nature of the work involved. No refuse of any type is to be left by the contractors upon completion of work. Any abuse of these regulations, or any property damage attributable to contract work, must be reported to Security immediately.
3. In the event that a contractor requires access to an office area other than that designated on the work order, they must be escorted to that area at all times by a Security Officer. If sufficient manpower is not available to provide an escort, the contractor must await the arrival of the Tenant, or a special order escort. Under no circumstances will an office be unlocked to accommodate a contractor without the Tenant's permission or an escort.



4. Contractors must always use the service elevators for the buildings in which they are working for access and egress. If service elevators are booked for a move, the contractor will be informed that there may be a slight delay and security will contact the appropriate elevator and arrange for a contractor pick-up as soon as convenient.



DURING CONSTRUCTION

The following information must be provided to the landlord during the course of the Tenant's project.

- a) Copies of all site meeting minutes.
- b) Copies of all Contemplated Changes at time of issuance to the Contractor.
- c) Copies of all Architect or Designer's site visit reports.
- d) Copies of all site reports from authorities having jurisdiction.



COMPLETION OF CONSTRUCTION

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The Tenant is required to submit an executed Statutory Declaration form to the Landlord on completion of the Tenant's work stating that the work has been completed in accordance with the approved drawings and all contractors have been paid in full. An Ontario Hydro Certificate of approval must also be submitted. Also required are letters from the Tenant's Designer/Professional Consultant stating that the installation has been completed in accordance with the contract drawings and specifications and authorities having jurisdiction.

The Tenant is required to carry out its approved construction work in strict accordance with the approved drawings. Variations must be approved and recorded on the "as built" drawings. Copies of the "as built" drawings, in AutoCad format, must be provided to the Landlord at the conclusion of construction.

Any elements of the Base Building such as, but not limited to, ceiling components, doors, door frames, hardware, security hardware, etc., which the Tenant removes with the approval of the Landlord, shall remain the property of and must be turned over to the Landlord. At the end of construction, the Tenant must confirm in writing to the landlord that all base building surplus equipment/material has been delivered to the Landlord in working order.



LANDLORD'S CHARGES

The Tenant will be responsible to pay the Landlord a fee for the building services and supervision incurred as a result of the Tenant development work to the project. The amount of this fee will be up to a maximum of 15% of the cost of the Tenant development work. This fee covers the cost of facilities and equipment such as additional project security personnel, temporary heat, light, water and power for the Tenant construction purposes. Should the Tenant for some reason be unable to furnish their costs to the Landlord within a reasonable period of time, the Landlord will estimate the value of 15% of that estimate.

Due to the heavy demand for hoisting materials and equipment, a 48 hour advance reservation will be required. Service Elevator time will be available after hours at times that may be obtained from the Property Management Office based on a "first come, first served" basis. All scheduling of deliveries and requests for the service elevator should be made in writing to the property management office.

Should the Tenant employ structural, mechanical or electrical consultants other than those retained by the Landlord, the Tenant will be invoiced for the checking and review of their drawings and specifications.

The Landlord's cleaning contractor will complete the pre-occupancy cleaning at the Tenant / Contractor's cost.

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Please note that additional charges and/or fines will be levied for any false fire alarms that may be set off by the tenant's contractor and/or sub-trades.



WORK REGULATIONS

■ Public Safety

It is the Tenant's responsibility to ensure that the Tenant Contractors observe and comply with all applicable construction safety regulations including W.H.M.I.S. Any additional safety regulations which may be imposed by an authorized representative of the Landlord must also be complied with immediately and fully. Should failure to comply result in any construction delay, the Tenant will be held responsible for all resulting costs. The Tenant's Contractors shall provide and maintain adequate First Aid facilities during the construction period.

■ Minors

Minors are not permitted on the construction site at any time.



■ Emergency Contact

The Tenant Contractors are required to post on the Leased Premises three (3) names and telephone numbers for emergency contact.

■ Temporary Services

The Tenant's Contractor is responsible for the distribution and installation of temporary power and telephone within the Leased Premises during the construction period. Exposed electrical cords are not permitted outside of the Leased Premises. The Tenant is responsible for the installation of a telephone during the construction period. The Tenant and its contractors will not have access to the Landlord's telephone. The Tenant's contractors are to supply the necessary temporary heating units. Hook up and disconnect to the building supply line will be done by the base building mechanical trade to the Tenant's account. A consumption rate for recorded use will also be applicable to the Tenant's account.

■ Work Areas

All construction materials, tools, equipment and work benches must be kept within the Leased Premises throughout construction. All public lobbies, washrooms and stairs shall be kept clean of construction materials. Should the public washroom be used by the contractors, such contractors will be responsible for cleaning and/or repair of damages. The Contractor shall be responsible for the implementation and maintenance of Dust Control measures.

■ Garbage Removal

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The Tenant is responsible for ensuring that the Tenant Contractors remove all garbage and debris in approved containers from the Leased Premises, corridors and common areas after regular business hours. Garbage containers will not be provided by the Landlord. Should it be necessary for the Landlord to remove a Tenant's garbage or debris due to inaction by the Tenant, the Tenant will be invoiced for the cost thereof. Temporary storage of garbage or debris outside the Leased Premises is not permitted. The Tenant's contractor will not be permitted to dispose of construction debris in the building compactor.

The Tenant / Contractor shall make arrangements to provide a separate garbage container and place it in a suitable location agreed to by the Landlord. Removal of Tenant's construction debris will be scheduled between the hour of 6:00 PM to 6:00 AM. Bins will only be accepted on site during these hours. Booking of the service elevator for down loading must be co-ordinated through the Property Management Office with a minimum of forty-eight (48) hours' notice. The Tenant's contractor is responsible for the most efficient use of the service elevator at the Landlord's discretion. A building representative may be required, at the discretion of Management, after hours and the cost of it will be charged to the Tenant.

The cost of the extra garbage container and all tipping and disposal fees shall be the sole responsibility of the Tenant / Contractor.



■ Salvage

All permanent improvements are the property of the Landlord and, as such, the Landlord holds exclusive salvage claims throughout the building.

■ Working Hours

Work other than hoisting of materials shall be carried out in the Leased Premises from 7:00 a.m. to 5:00 p.m., Monday to Friday. Any work which is required to be carried out at times other than those stated above, will require written approval from the Landlord prior to the work being performed. All work not contained within the demising walls and exposed to the public must be enclosed by full height, one side plywood boarding painted to match the Landlord's standard colour. No work is to proceed in areas exposed to the public during rush hours, these hours being the generally accepted hours of 8:00a.m. to 6:00 p.m.

■ Temporary Fire Protection

Operable fire extinguishers of the proper classification and in sufficient numbers to combat a potential fires in the work area, must be kept in the Leased Premises throughout the construction period. Base building extinguishers are not to be removed from cabinets.

■ Security

The Tenant and its contractor are fully responsible for the physical security of the Leased Premises and the contents thereof throughout the construction period. If required, temporary door (s), frame (s) and hardware are to be installed at the Tenant / Contractors cost. A copy of the key must be left with the Landlord in case of emergency within the suite. Storage of materials in the areas other than the Leased Premises will not be permitted.

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■ Access to Occupied Tenant Spaces

Contractors requiring access to occupied premises during construction will do so by appointment, to be arranged through the Landlord and at the reasonable convenience of the affected Tenant.

■ Access and Deliveries

All material deliveries MUST be scheduled with the Property Management office 48 hours in advance and be approved by the Landlord. Personnel access and material deliveries to the Leased Premises are to be only by routes designated by the Landlord. Large deliveries must be made before 8:00 a.m. or after 6:00 p.m., Monday to Friday or from 6:00 a.m. to 6:00 p.m. on weekends and/or Statutory Holidays. Please note that under Section CSA B44 94 Elevator Code, the weight of any single piece of freight or of any single hand truck and its load cannot be more than 25% of the rated load of the service elevator. The handling of items, which may exceed this 25% rated capacity or due to their dimension require special treatment, must be reviewed and arranged with the Landlord. Any costs incurred as a result will be at the Tenant's expense. The Landlord or any of its agents will not be responsible for receiving or signing for any materials. No deliveries of any kind will be allowed through the Lobby without written approval from the Landlord in advance.





■ Access Panels

The Tenant must provide access panels in walls, ceilings and floor construction as directed by the Landlord to permit necessary access to equipment and/or services.

■ Testing and Tie-ins

The Tenant must obtain the Landlord's permission in writing prior to the installation of any tie-ins to the mechanical, controls, and fire protection or life safety systems and before testing any such tie-ins. Where any tie-ins are made to existing services i.e., domestic water, sanitary, etc. provisions for future accessibility and isolation must be made, and are the responsibility of the Tenant or their contractor. At the sole expense of the Tenant, the Landlord's fire safety consultant shall be retained to verify any and all fire system alternations. The Tenant will be held fully responsible for any damages which may result from such tie-ins.

■ Fire Alarms

All revisions to the base building sprinkler system must be approved by the Landlord or authorized personnel. The sprinkler control valve will be closed and the sprinkler line drained down until completion of all Tenant revisions on each floor. All sprinkler systems components must be able to be made operable at the end of each day. The Landlord must be contacted forty-eight (48) hours in advance of any proposed sprinkler work, and before commencing work on the site. All precautions must be taken to ensure false fire alarms do not take place. Charges will be levied against the Tenant's account (\$500 per alarm), etc. Sprinkler work requiring isolation of occupied areas must be completed during normal business hours (9:00 a.m. to 5:00 p.m.). The contractor must provide a fire watch person for occupied areas in accordance with the building fire plan.

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After completion of all Tenant work the system must be water pressure tested at 150 p.s.i. for two hours. The Landlord's base building engineering consultant must witness the test and sent the test certificate to the Landlord. The sprinkler system will be reactivated once all test have been approved. The Tenant is responsible to ensure that the relocation or addition of heads conforms to all applicable N.F.P.A. standards, I.A.O. requirements and to all authority requirements.

- a) A temporary smoke detection system must be installed in the event that the sprinkler system and building smoke detection system becomes inoperable at the end of each day.
- b) A full set of approved hydraulic calculations and drawings must be forwarded to the Landlord from the sprinkler contractor prior to any work commencement.

Arrangements must be made with the Landlord prior to performing any work on the fire alarm system. Only building personnel are allowed to isolate the fire alarm panel when modifying, installing, and/or relocating any alarm devices (i.e. pull stations, communication speakers, fire alarm bells, etc.). The Tenant will be charged \$500 per alarm should the Tenant's contractor inadvertently cause an alarm. The Fire Alarm System must be in an operable condition at the end of each day before 5:00 p.m.





■ Plumbing

Where plumbing is removed from Tenant premises, all water supply, drain lines and vent connections must be removed from the ceiling spaces back to the core riser and properly capped. Installation of water meter(s) will be required on all incoming lines to the Tenant's premises servicing any kitchens, private washrooms and HVAC equipment.

■ Powder Actuated Devices

Powder actuated fasteners may not be used to support ceiling suspension systems or equipment suspended from the underside of slabs.

■ Drilling or Cutting

The Tenant Contractors are not permitted to drill, cut or chase openings of any description in any part of the Base Building Structure. If such work is deemed to be necessary and acceptable by the Landlord and the Landlords structural engineer, it will be carried out after regular working hours by the Tenant / Contractor to their account. X-Ray of core slabs or walls, is mandatory, and will be at the Tenant's / Contractor's cost. All hole locations shall be submitted on the drawings, accompanied by the x-rays for review and approval by the Landlord prior to drilling.

■ Fastenings

The Tenant's contractors are NOT permitted to fasten to curtain walls, window frames, mullions, heating radiation covers, or walls which may contain vapour barriers or special fire rated structures. Clips in lieu of screws MUST be used to fasten interior or demising walls to the ceiling T-bars. No wall partitions will be permitted to butt up to the windows. All walls must end at an existing window mullion.

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■ Welding & Any Open Flame Work

Open flames for welding, cutting or other purposes are not permitted without the prior consent of the Landlord (see "Welding" section of this manual). A hot water permit is to be obtained from the management office and must remain on the premises for the duration of the work. Proposed work of this nature must be approved by Base Building Operations in writing with at least 48 hours notice before the work is to be done. An operational fire extinguisher must be available in the immediate vicinity of the work, in addition to those already present. The Tenant contractor shall co-ordinate shut off or covering of the smoke detectors with Building Operations. Should the Tenant contractor neglect to notify Operations regarding the above-noted work and a fire alarm is activated, resulting in a false alarm the Tenant contractor will be charged with all associated costs plus an administration fee of 15% per occurrence.



■ Damages

The Tenant Contractors shall protect all finishes to the Base Building elements and reimburse the Landlord the cost to make good any damages. Polyethylene vinyl will be applied to protect all Base Building Carpet surfaces. Pressboard will be used in all common areas for move-ins and moving of materials.

■ Storage

The Tenant Contractors will stack drywall in piles not exceeding 305mm in height over the main beams at column lines. Do not overload the structure.

■ Noise

Work such as coring and drilling MUST be carried out during non-business hours with the Landlord's approval in advance. The Landlord reserves the right to request any work that creates noise that could disrupt the surrounding tenant's right for quiet enjoyment of their own premises, to cease the activity and reschedule to an after hours time frame. Under no circumstances will the Landlord be held accountable for any cost increases incurred by the tenant/contractor for alternate scheduling of the associated work.

■ Odours

Any work that has the possibility of generating an odour which will offend other occupied area shall be moved to either after hour or weekend schedules (i.e. any painting operations other than those utilizing latex paint, concrete sealing, glue applications for tile or carpet, etc.).

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■ Access to Premises

The Landlord shall have free access to the Leased Premises at all times for the Purpose of completing, correcting or inspection of any work.

■ Parking

Parking for tradespeople will be permitted, space permitting, on the surface parking area. Obtaining the required parking passes will be the responsibility of the Tenant's Contractor.

No vehicles may be parked, placed or worked from on the sidewalks, driveways, or any other property inside the street lines surrounding 19 Allstate Parkway.

Where security card access is required for access to parking or other areas of the building it will be the Tenant Contractor's responsibility to obtain the Security Cards. There will be a refundable deposit for the security cards.

■ Work Conflict

Tenant Contractors work shall be performed in a manner that will not interfere or conflict with any activities of the Landlord, other Tenants or the operation of the Complex.



CLEAN-UP

Prior to moving in, the Tenant and Contractor are responsible for cleaning the following:

- a) carpets and all other floor coverings which may have become soiled during the construction;
- b) light fixtures and lenses (including fixtures previously installed);
- c) inside face of windows and curtain wall mullions; perimeter radiation units (inside & out)
- d) public corridors adjacent to the Leased Premises, and service areas used during construction, including base building electrical and mechanical rooms;
- e) window coverings, i.e. blinds;
- f) elevator(s) and loading area(s);

NOTE: If cleaning is to be done by the Landlord's cleaning contractor, it shall be at the Tenant and Contractor's cost.



MOVE IN

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It is the responsibility of the Tenant to advise the Landlord in writing, at least two weeks prior to the anticipated move in date, of the following:

- a) Name of the moving company, including a primary and secondary contact name and telephone number
- b) Date and time of the move in
- c) Elevator requirements
- d) Any other special services or requirements.



2 DESCRIPTION OF FINISHES

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FINISHES

■ Floors

Finished concrete floor slabs suitable to receive carpet. Carpet will be provided in multi-tenant corridors and elevator lobbies. Carpet for multi-tenant corridors and elevator lobbies will be 32 oz., loop pile Monroe Park carpet as supplied by Harbinger, color “803 University”.

■ Walls

Core walls, exterior walls, columns and Tenant demising partitions are taped and sanded drywall. On the second floor the public corridors will be paint finish with faux plaster wall coating 1 (Kurtz Mann Code #PPLA 745) on perimeter core walls to the building standard. On other floors, the public corridors, if any, will be paint finish with carpet. Minimum width of any public or Tenant suite corridor will be 1.1 meters unless the building code dictates otherwise due to the high occupancy loads. Clear width must take into account door obstruction. All interior partition walls must terminate at an existing building window mullion. No walls will be permitted to end in the middle of a window (fake mullions will not be permitted). All mullions are to remain the base building colour, they are not to be painted without written authorization from the Landlord.

■ Ceilings (Tenant space and Corridors)

The ceilings in the tenant space and public corridors will be non directional Cortega white acoustical panels, 20x60 on a standard white T-Bar at a standard height unless otherwise approved. Tiles will be stored on the floor ready for installation by the Tenant's contractor. The Tenant and contractor will be responsible for all ceiling tiles previously installed. NO ceiling grid may be cut without the written authorization of the Landlord.

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■ Elevator Lobbies

Elevator lobbies on multi-tenant floors will be a drywall ceiling, painted with a faux plaster wall coating 3 (Kurtz Mann Code #PPLA 265).

The elevator doors on the ground floor will be stainless steel finish. On multi-tenant floors, the elevator doors will be painted steel to the building standard.

The second floor elevator lobby walls will be faux plaster wall covering 1 (Kurtz Mann Code #PPLA 745) with porcelain tile (Orion by Mirage, colour Ayers Rock; size 12” x 24”) at the elevator door jambs. The walls in the elevator lobbies on floor 3 – 5 will be paint with sandstone tile (see previous spec) at the elevator door jambs.

The floor finish on multi-tenant floors will be carpet to building standard (Monroe Park, 803, Harbinger).



■ Suite Entry Doors

Suite entry doors will be 1 ¾" solid core, cherry veneer doors with a medium stain in a wood frame stained to match door. Please see attached detail.

■ Hardware

Hardware will be locksets on the stairway doors and exterior doors to premises and locksets and passage sets within the suites/or acceptable lever handle with finish to match base building.

All door locks installed by the Tenant, on both entrance and interior doors must be keyed to the building Master Keying System. The system, while allowing complete versatility and freedom for the Tenant regarding the locking arrangements for their offices, provides access to each office at all times for both normal cleaning and especially emergency situations. It is the contractors responsibility to ensure the correct keyway is installed to accommodate the Master Key System.

Suite entrance/exit/access door hardware will be Mortise sets with a brushed chrome finish. Closers will be mounted on the tenant side of the door and will have an aluminum enamel finish.

All locking hardware must be compatible with Sargeant. Outside locksmiths or lock manufacturers are NOT permitted to change the bitting or keying of the locks.

■ Window Coverings

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Building standard window coverings and necessary hardware will be provided by the Landlord and must not be removed. Blinds will be white 1" venetian blinds.



SIGNAGE

Suite signage will be in accordance with the standards established for the project at the Tenant's expense. All signage visible from the exterior of the suite must be approved by the Landlord in writing. Any signage other than Building standard signage requires the Landlord's approval which may be withheld by its sole discretion.

■ Structural Systems

Total live load of 100 lbs/FT² on the main floor, and 80 lbs/FT² for the 2nd to 5th floors.

Total dead load of 20 lbs/FT² on the main floor, and 20 lbs/FT² for the 2nd to 5th floor.

No coring of slab is permitted without written approval of the landlord's consultant. X-raying of the slab for penetrations is mandatory and must be performed after hours and coordinated with the building operation's staff. All costs related to structural penetrations, including consultant's review and security arrangements will be the sole cost of the tenant.



MECHANICAL SYSTEMS HEATING, VENTILATION AND AIR CONDITIONING (H.V.A.C.)

Air will be distributed through ductwork to thermostatically controlled volume control (VAV) boxes and introduced into the space through slot diffusers at the perimeter and through lighting troffers in the interior zone. Any addition or relocation of thermostats, VAV boxes, diffusers etc. deemed necessary to accommodate the Tenants floor plan shall be the responsibility of the Tenant. Air must move laterally through the office area to the core return shafts. If partitions extend to the underside of the structure, openings must be provided for the free movement of air. Radiant ceiling panels offer continuous perimeter heating in winter. Mechanical fastening to these panels is not permitted and any changes to the configuration must be approved in writing by the landlord's engineer. Floors have 26 perimeter and interior individually controlled temperature zones (1,000 square feet maximum for interior zones, 900 square feet maximum for exterior zones). Cooling is provided to accommodate 4.0 watts per square foot for lighting and equipment loads. The Tenant shall not directly utilize the base building exhaust system to accommodate any special room use (i.e. smoking room).

The design criteria for office space is as follows:

- In winter 22°C (72°F) with 25% relative humidity at outside conditions of minus 20.5°C (-5°F)
- In summer 24°C (75°F) with 50% relative humidity at outside conditions of 30.5°C (87°F) dry bulb and 22°C (72°F) wet bulb temperature.
- General ventilation rate (outside air capacity) will be 0.15 cfm per square foot of occupied area. (22 cfm per person with one person per 150 square feet) with filtration and humidification provided.

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The Tenant's engineers will be supplied with information about air supply quantities which the Tenant design shall not exceed.

Balancing of the air system will be done by the Landlord's Balancing Contractor at the Tenant's cost. A copy of the balancing report will be forwarded to the tenant for his use.

It is required that controls be installed and set by the Building Controls contractor (see Appendix 'A') at the Tenant / Contractor's expense. Air transfer grilles must be installed in all sound baffles above the ceiling. Engineered air transfer ducts must be installed in all demising walls.

■ New Equipment Installation

Should a Tenant require supplemental cooling continuously i.e. computer room, an independent system should be installed at the Tenant's sole expense subject to the written approval of the Landlord. Electrical and water meters are required to be installed at the Tenant's expense.



■ Plumbing

Core area washrooms where shown on the drawings are complete with all fixtures.

Drinking fountains where shown on the drawings are refrigerated.

Four (4) inch sanitary, 3/4 inch hot and cold water, and 2 inch vent connections are installed and capped on each floor in the ceiling space. Domestic water is available for large water consumers (i.e. Restaurants). Open-ended exhaust ducts are provided in each ceiling space as shown on the drawings.

Tenants requiring hot water must provide their own hot water tanks and water meters must be installed for consumption charges if deemed necessary by the landlord.



FIRE PROTECTION SYSTEMS

■ Fire protection

Fire hose cabinets with 33m of 38mm hose, 65mm Fire Department valve, and a 9.5 ltr pressurized water fire extinguishers are shown on the mechanical drawings. Locations are based on anticipated office partitions. If the Tenant partitioning prevents coverage with 33m of 38mm hose, as required by the Ontario Building Code, the Tenant shall provide additional fire hose cabinets complete with 33m of 38mm hose, 65mm Fire Department valve and 9.5 litre pressurized water fire extinguisher. One sprinkler control valve is provided on each floor.

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The office space is protected with a full sprinkler system. Each sprinkler head covers an area of 12.07 sq.m - 16.7 sq.m. One alarm valve is provided on each floor. Sprinkler heads are semi-recessed chrome-plated. Tenant's shall relocate heads or provide additional heads and must utilize the base building sprinkler contractors to suit their partitioned space and to conform to the Ontario Building Code.

Dry sprinkler systems are incorporated throughout the parking garage.

■ Welding

Insurance regulations dictate that a welding and burning permit be obtained from the Landlord prior to bringing this type of machinery on site. This permit must be attached to the equipment at all times. No welding is to be carried out without the approval of the Project Manager. This will ensure that the necessary Fire Protection Systems are bypassed. Any costs incurred by the Landlord due to the neglect of the Tenant / contractor will result in these charges being forwarded to the Tenant / Contractor's account.



■ Cross-Over Floors

One cross over floor will be located on the 3rd floor. On this floor, the landlord will provide elevator lobby finishes as noted for multi-tenant floors and suite entrance and exit doors as may be required by the Ontario Building Code. These doors will be to building standard.



ELECTRICAL SYSTEMS

■ General

The telephone/electrical rooms, which are provided on each floor, are intended only for basic communications and electrical services and are not accessible to tenants or their contractors. Any space of this nature which a Tenant requires for their own equipment, or use, must be provided within the Leased Premises.

■ Lighting

The Landlord will supply lighting fixtures, complete with modular wiring system, for the Tenant areas on the basis of one fixture per 66 sq. ft. The lighting fixtures will be installed in the 20x60 ceiling grid. Lighting will be provided on an open floor basis to approximately 50-55 foot candles maintained.

All fluorescent lighting shall be 32 watt T-8 3000K lamps with one electronic two lamp ballast with a deep cell parabolic louvre. 22

Tenants will be required to provide any local switching within their Leased Premises. Each office floor is divided into six (6) lighting zones controlled throughout by the building lighting computer system. Tenants are able to control their lights through the control panels in the common corridor. The Landlord's base building electrician will ensure that the lighting zone(s) are appropriately divided or additional relays installed, at the Tenant's / Contractors cost, to ensure the Tenant's sector(s) does not encroach outside of the Leased Premises.

■ Power

The Tenant is to provide a service panel within their suite direct from that floor's electrical room. Such services will be to the Landlord's approval. Large facilities (computer rooms, etc.) requiring an exceptionally large service will require detailed review by the Landlord to determine the feasibility of providing such a service. If the service proves feasible, the service shall be provided by the Tenant.

All heavy duty services will require check power consumption metering by the Tenant. It may also be necessary for heavy duty services to be fed directly from the main switchboard a situation which will require both Landlord and Tenant review.

Conduit systems above the ceiling with drilled holes for floor pedestal devices will be subject to the occupancy condition on the floor below.



■ Telephone

Telephone outlets shall be by wiring in partitions. Conduit system above the ceiling with drilled holes for floor pedestal devices will be subject to the occupancy conditions on the floor below. All special switchboard facilities required by each Tenant and all wiring shall be provided by the Tenant. Arrangements for connection of telephone services shall be carried out by the Tenant's Service provider.

■ Meters

Tenants are required to install, at their cost, Measurement Canada Approved METER MANAGER™ Electronic Submeters supplied by Carma Industries Inc.

Electronic Submeters for electricity measurement are required for all tenant electrical services, including receptacle power, lighting and supplementary air conditioning units (etc.), unless stipulated otherwise by Building Management.

For further details on Submetering, please contact Building Management or Carma Industries Inc. in Toronto at 416-260-4264 or Peterborough at 705-743-2401 for further details. Please ask for Sales or Customer Service.

Please see Addendum "A" at the end of the "Electrical" Section for Instructions, specifications, etc.

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■ Emergency Power

The building is equipped with an emergency diesel generator and automatic transfer switch located in the penthouse to provide power for the following loads:

- diesel fuel pump
- egress lighting
- exit lighting
- fire alarm system
- security system



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TENANT / CONTRACTOR RESPONSIBILITIES

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MECHANICAL



■ Labour, Materials & Fees

Provide all labour and new materials for the complete installation of the systems. Ensure that complete installation meets with the approval of all authorities having jurisdiction in accordance with all codes, etc.

Arrange and pay for all permits and fees required for this installation.

Use materials that are C.G.A. & U.L.C. listed and C.S.A. approved (or Ontario Hydro certified) for the intended application. Materials shall conform to the requirement of the Ontario Building Code and comply with flame spread, smoke development and fuel contribution ratings for the application.

Comply with the intent of the base building specifications.

Comply with all requirements as outlined in the Landlord's "Design Criteria Manual".

■ Examine the Site

Examine the site and be familiar with all the conditions covered by these specifications. Extras will not be allowed for failure to properly evaluate conditions.

Take field dimensions prior to any installation.

■ Compliance With Codes

Comply with all latest relevant codes and local regulations having jurisdiction including O.B.C., N.B.C., N.F.P.A. 13, C.G.A. 149.1, C.S.A., O.W.R.A. 675/85, Canadian Plumbing Code, Ontario Hydro Code.

■ Debris & Clean Up

Keep premises clean as work progresses, avoid accumulation of debris, ensure that during construction all open vents are sealed and any controls (thermostats etc.) are covered. On completion of the work, clean up and remove from site all scrap materials resulting from the work. Clean all equipment prior to final inspection.

■ Co-ordination & Co-operation

Co-ordinate the work with all trades to ensure work may progress without delay. Arrange the schedule of all work in co-operation with the General Contractor.

Co-ordinate the work with all trades and co-operate to ensure services do not conflict with the other services and / or structure.



Tenant's mechanical contractor shall indicate in red ink on an extra set of white prints all changes and deviations from locations on plans as job progresses. On completion of the work provide the landlord with one set of completed drawings (prints) showing location of all equipment, piping, ducting etc. and one electronic copy (AutoCad 14) of same.

■ Warranty

Guarantee all work, equipment and materials for one year from substantial completion of the contract (A/C unit compressors - 5 years).

Ensure that all equipment is properly guaranteed by the manufacturer.

■ Shop Drawings

Submit shop drawings of all fixtures and equipment (including wiring diagrams) to the Landlord his records. Landlord review of shop drawings is gratuitous and does not relieve the tenant or his contractor of his responsibilities.

■ Cutting and Patching

Provide cutting and patching for work. Allow for x-ray of concrete slabs to ensure that steel reinforcing is not cut. Arrange to provide for the making good to finishes and include for the cost of this work. Any cutting of the roof and related curbing and repair will be done by the landlord's designated contractor at the tenant's expense.

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■ Wiring

All power wiring: Electrical Specifications
24 volt wiring only: Electrical Specifications

Include for all necessary starters, disconnects, transformers and relays etc.

Ensure co-ordination between trades to avoid gaps and overlaps and to ensure all equipment is operational.

■ Demonstration

Allow for demonstration of all equipment to the Landlord and the Landlord's operating staff.

■ Miscellaneous

Provide structural steel support members as necessary to hang equipment, fans, ductwork, and piping from the building structure.

Paint all miscellaneous bare metal one coat grey oxide primer.



■ Maintenance & Operating Instructions

Provide the landlord with two copies of manufacturers maintenance and operating instructions for all equipment.

Present the instruction in indexed three ring hard cover binders, with spine label project indicator, and index sheet. Including all shop drawings, permits, warranty details, certificates, contractor names, and telephone number lists for all project trades in this manual.

■ Interruption of Services

Any interruptions of the base building systems shall be co-ordinated with the Landlord for the time and duration and shall strictly adhere to the Landlord's instructions in this regard.

Include cost of premium time in tender price for the work outside normal working hours to maintain all mechanical services in operation without disruption to existing tenants.

■ Workmanship

Employ a responsible foreman to supervise the work and retain for duration of construction period.

Employ only skilled plumbers, steam fitters, sheet metal workers for the execution of the work. Workmanship shall be first class as regards to durability, efficiency, safety, and neatness of detail.



PLUMBING

■ Piping Materials

Drainage and Vent Piping: DWV copper pipe with drainage fittings and solder joints.

Domestic water piping: Type 'L' copper. Exposed piping in finished areas shall be chrome plated.

Domestic water valves:

Crane Jenkins, Lunkenheimer, Kitz or Red-White ASTM as per following Red-White/Toyo schedule.

- a) Gate Valves(50 mm and smaller) – soldered 1400 kpa [200psi] w.o.g. Fig. 299
- b) Gate Valves(65 mm and larger) – flanged 1200 kpa [200psi] w.o.g. Fig. 415A
- c) Globe Valves(50 mm and smaller) – soldered 2070 kpa [300psi] w.o.g. Fig. 222 with suitable composition disc
- d) Globe Valves(65 mm and larger) – flanged 1400 kpa [200psi] w.o.g. Fig. 400A
- e) Standard Check Valves – 50 mm and smaller (soldered 2070 kpa [300psi] w.o.g. Fig. 237); 65 mm and larger (flanged 1400 kpa [200psi] w.o.g. Fig. 535A
- f) All bronze ball valves substituted for gate and globe valves shall be standard port with solid ball. Up to 50 mm – 4140 kpa [600psi] w.o.g. Fig. 5044A

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■ Sprinkler System

Pipe & Fittings: Must meet NFPA 13 requirements and base building specifications

Valves: Jenkins, Crane, or CheckRite valves for sprinkler system must be as per the following schedule.

Gate Valves:

- (a) 50 mm and smaller – 1400 kpa [200psi] w.o.g. Jenkins 820, bronze screwed 1210 kpa [175psig] cold water, OS&Y, Underwriters pattern.
- (b) 65 mm and larger – Grinnell listed gear operated butterfly valves, steel flanged, 1210 kpa [175psig] cold water with downstream flange removed.
- (c) Where Victaulic piping systems are used, provide Victaulic Fireball Series 708 or 727 valves with builtin supervisory switch and Victaulic No. 710/714 check valves. All components shall be ULC and FM labelled.



Check Valves:

(a) 65 mm and larger – Check-Rite ULC approved wafer style.

Provide Potter OSYS-UA1 tamper-proof supervisory alarm contact switch for each valve.

■ Piping Supports

Support all piping using Clevis type hangers and riser clamps. Use hangers of the same material as pipe, or insulating inserts between hanger and pipe. Hanger to be Grinnell Fig. 260 adjustable clevis for steel piping, and Grinnell Fig. CT-65 plastic coated adjustable clevis for copper piping up to and including 100 mm dia, or equal. Riser clamps to be Grinnell Fig. 261 for steel piping and Grinnell Fig. CT-121-C plastic coated for copper piping, or equal.

Provide pipe covering protection saddle at each hanger where pipes are insulated.

■ Escutcheon Plates

Provide escutcheon plates at all walls where pipes are exposed to view. Escutcheons shall be satin finish stainless steel, or stain finish chrome, or nickel plated brass escutcheons with non-ferrous set screws.

■ Unions

Provide unions to connect all piping to equipment to facilitate ease of maintenance.

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■ Pipe Insulation

Insulate all domestic cold water piping and horizontal condensate drain lines with 1" thick fibreglass heavy density pipe insulation with all service jacket (ASJ). Adhere a factory applied vapour barrier jacket, lap smoothly and securely at the longitudinal seams with vapour barrier adhesive. Adhere 3" butt joint strips over all end joints to ensure a continuous vapour barrier.

Insulate domestic hot water piping with 1" thick fibreglass heavy density pipe insulation with full service jacket. Finish all exposed insulation with 6 oz fire retarding canvas.

Clearly label pipe contents on pipe surface (i.e. D.H.W. or D.C.W.) and identify flow direction.

■ Piping Installation

Piping shall be concealed in finished areas and grouped so that valves etc. are accessible through as few access panels as possible.

Run piping parallel to building lines with crossing over kept to a minimum.

Identify all visible piping fully exposed or in accessible spaces (i.e. lay-in ceilings) with legend lettering, direction of flow and field colour band to meet code requirements. At minimum, colour code pipes with 50 mm wide bands.



Medium	Legend	Legend & Flow Arrow Colour	Field Colour Band
Condensate	Cond.	Black	Yellow
Cold Water	C.W.	Black	Green
Domestic Hot Water	D.H.W.	Black	Green
Sanitary Sewer	San.	Black	Green
Plumbing Vent Line	Vent	Black	Green

■ Valve Tagging

All valves shall have securely affixed to them a brass plate tag with embossed black numbers.

Prepare for the Landlord a list of valve numbers indicating location and function. The number sequence will be provided to the landlord.

■ Access Doors

Provide access doors to all otherwise inaccessible valves. Access doors shall suite the surface of application and must be approved by the landlord.

■ Drains

Provide Series Z-401B or 2010-AJ floor drain (manufactured by Zurn of J.R. Smith) where shown.

All interior floor drains shall be piped and connected to Zurn Z-1022A or P.P.P.=p0500 bronze trap seal primers with integral vacuum.

■ Cleanouts

Floor cleanouts shall be cast iron construction with gas tight non-seizing plugs. Tops shall be round, heavy duty, scoriated nickel bronze, adjustable to floor finish. Cleanouts shall be complete with recessed tops where required to suit floor finishes.

■ Plumbing Vents

Plumbing vents are not necessarily shown on drawings. However, install vent system in accordance with O.W.R.A. 675/85.



H.V.A.C.



■ Ductwork

Provide ductwork as indicated on drawings.

Provide all ductwork to "SMACNA" standards. Fabricate all ductwork from galvanized steel to the clear inside dimensions as noted on the drawings, with all flat surfaces cross broken.

Install all ducts free from leaks and seal all holes with 3M #474 tape.

Duct thickness as follows:

<u>Maximum Size</u>	<u>Gauge</u>
up to 12"	26
13" to 30"	24
31" and over	22

Where any construction impediment or requirement renders the dimensions impossible, alter ductwork so as to give an effective cross sectional area equal to that originally shown without exceeding an aspect ratio of 4:1. Make changes at no additional cost to the owners.

Use long radius bends where possible. Use square elbows c/w turning vanes wherever bends are impractical, (Duro Dyne "Durovane Rail" or Hart & Cooley "Ducturn" or equal).

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Brace ducts so they do not vibrate or sag. Support horizontal ducts up to 20" wide with 1" x14 ga. galvanized straps passing under ducts, on 8'0" centres to meet SMACNA or ASHRAE Standards. Use angle iron support for ducts over 20" wide or deep.

Provide approved access doors to all balancing and fire dampers, and etc.

Supply and install splitter dampers at all supply air branch take-offs. Dur-Dyne SRP or equal hardware.

Paint inside ductwork black where visible through grilles, etc.

Flexible ducting to be class 1 air duct connectors as listed and labelled by Underwriter's Laboratories of Canada, with flame spread of not more than 25 and smoke development classification of not more than 50.

All round duct through 24" diameter shall be United Sheet Metal spiral lock-seam Uni-seal duct manufactured from galvanized steel meeting ASTM A-527-71 in the following gauges:

<u>Diameter</u>	<u>Metal Thickness</u>
3" - 8"	28 Ga.
9" - 14"	28 Ga.
15" - 24"	26 Ga.



All fittings shall be United Sheet Metal standard, or equal, uniform fittings manufactured from galvanized steel meeting ASTM A-527-71 with continuous weld or standing seam construction in the following gauges:

<u>Diameter</u>	<u>Metal Thickness</u>
3" - 8"	24 Ga.
9" - 14"	24 Ga.
15" - 24"	22 Ga.

■ Duct Insulation

Insulate ductwork with 1" thick internal neoprene coated fiberglass ductliner where indicated. Adhere with min 50 % covering of fire retarding adhesive and supplement with welding pins.

Make provisions for duct liner so that sizes shown on drawings are clear inside dimensions inside the insulation.

■ Fire Dampers

Provide Ruskin or controlled air ULC rated Type B fire dampers.

Install in accordance with N.F.P.A. 90A rated to suit fire rating of membrane to be protected.

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■ Fans

Provide fans as scheduled on the drawings. Adjust fans and motors to operate quietly, and make dampers tight to prevent vibration.

Provide fans with spring isolation to give a minimum 95% efficiency.

Provide flexible connections at each fan 24 oz. per yard tensile strength of not less than 500 lbs. with metal to 3" fabric to metal "Grip-Loc" duct connections.

■ Balancing

Engage the services of the Landlord's balancing contractor to balance and test all air handling systems under this section.

Install any additional devices required by the balancing contractor to facilitate effective air balancing.

Ensure that air handling systems are free from obstructions, that dampers are positioned correctly, that moving equipment is lubricated in accordance with manufacturer's recommendations, and that filters are clean prior to commissioning balancing.



Make modifications to the air handling system and adjust variable speed pulley's and volume control dampers where necessary until each diffuser and grille supply or exhaust quantity are within +/-5% of specified quantities.

■ Control Dampers

Outdoor intake and relief dampers shall be opposed or parallel blade low leakage type.

Frames to be reinforced extruded aluminum with vinyl jamb and blade seals. Blades to be 6" maximum on centres. Damper actuators shall be oil submerged, spring return, two position 120/1/60 electric type. Bearings to be non-corrosive nylon.

Damper seal shall be designed for minimum air leakage by means of overlapping seals. Dampers to be Nailor Hart, Ruskin or approved equal.

■ Variable (Constant) Air Volume Valves (V.A.V.)

The valve shall be of Venturi shape and designed to achieve linear air flow to operator stroke relationship for precise control of air delivery. The valves shall have a tubular shock absorber to prevent any fluttering noise that may occur due to aerodynamic instability in the system or its components. The valves shall have mechanical means of achieving pressure independence.

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V.A.V. valves shall have factory mounted operators furnished by the base building controls contractor. Base building control system is direct digital elctron (Tour & Andersen).

Valves shall be factory calibrated for minimum and maximum CFM settings as specified by use of actual air flow tests. V.A.V (CAV) valves shall be as manufactured by E.H. Price, Titus, or Nailor.

■ Controls

Provide for new and relocation of existing control components as indicated on drawings.

Controls are TA and will be installed by the base building controls contractor at the expense of the Tenant.



ELECTRICAL

■ General

All work shall be in accordance with the latest edition of the Ontario Hydro Code, Local Inspection, Ontario Building Code, and any other ordinance.

Examine the site and all drawings and specifications of all trades and be familiar with the work of this trade. No allowances will be made for the failure to do so.

All electrical work shall comply with C.S.A. electrical bulletins applicable to tender close. Where specific bulletins are not named they are still considered an integral part of this specification.

Grounding shall be in accordance with the requirements of the Ontario Electrical Code. Provide all grounding required regardless if not shown on the drawings.

Provide all new materials having C.S.A. approval. All workmanship shall be first class in regard to standard practices, safety, accessibility, durability and neatness of detail for acceptance by the Landlord's representative.

Arrange and pay for all permits and inspection fees required for the work of this trade. It is the responsibility of this contractor to submit to the Electrical Inspection Department and/or supply authority any and all drawings and specifications required for permits, fees, approvals, examinations and services.

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Provide all cutting and patching required for the work of this trade. All shop painted equipment damaged in transit shall be touched-up to match existing finish.

Avoid accumulation of debris as the work progresses. On completion of the work, clean up and remove from the site all scrap materials resulting from the work of this trade.

Co-ordinate the work of this trade with all other trades on the job so that the work may progress without delay.

Prior to final inspection, clean all electrical equipment. Clean all construction dust and dirt from installed equipment at the conclusion of the job.

Upon completion of the work, provide the final unconditional certificate of acceptance from Ontario Hydro Inspection Department to the Landlord.

Provide a one year guarantee on all materials, and labour from the date of acceptance by the owner.

The Electrical Contractor shall adjust phase loading, such as not to exceed a 10% phase imbalance.



The electrical contractor shall submit shop drawings for power distribution equipment, fire alarm equipment, and all luminaries with associated equipment, i.e. poles, brackets etc. to the Landlord.

The shop drawings shall bear the name of the manufacturer, the manufacturer's catalogue number, and the engineer's designation, along with all pertinent information on each piece of equipment.

All equipment shall be mounted, plumed true.

The electrical contractor shall obtain one set of blueprints, for 'as built' purposes, and make all necessary revisions on these blueprints to reflect actual on-site changes.

At the end of construction, prior to final inspection by the engineer, the electrical contractor shall submit the as built drawings for review. Final inspection will not be carried out until these drawings are submitted.

The base building specifications shall form an integral part of this specification and shall be strictly adhered to.

The interior design drawings are to be consulted for all locations of devices and mounting instructions. Where device styles, colour, or orientation are specified on the interior design drawings these shall be strictly followed. Where requests by the designer are in conflict with the applicable codes, the Landlord's engineer shall be contacted for a decision.

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The Tenants electrical contractor shall be responsible for the installation and certification of any metered service. The fees and deposits for such metered service shall be the sole responsibility of the Tenant / Contractor.

Electrical contractors should note that existing metered services that have been disconnected for more than six (6) months are required by local hydro regulations to be re-inspected by Ontario Hydro regardless if any changes took place.

■ Conduits and Raceways

Wire shall be installed in conduit, and sized for the connected load(s) and protection as required, unless otherwise specified.

Conductor material to be annealed commercial grade, cooper, 98 percent conductivity, up to #10 AWG solid, with T90 (NYLON) insulation, #8 and larger, stranded, with RW90 insulation, unless noted otherwise, 300V rating for Fire Alarm, security, and other low voltage circuits, 600V rating for 120/280V circuits, 1000V rating for 347/600V circuits.

Minimum wire size shall be #12 AWG unless otherwise stated. Home runs in excess of 25m (75ft) for circuits protect by a 15A overcurrent device, shall be #10 AWG.



The current carrying capacity of the feeders, subfeeders and branch circuit conductors shall be sized to equal or better than shown on the drawings. If wire or cable sizes with equivalent current carrying capacity other than that specified is used, ensure that the voltage drop shall not be more than 2%.

All conductors are to be installed in raceways as described below;

- A) Interior exposed surface raceways, branch circuit wiring from panel, concealed in accessible ceilings and walls or in concrete block construction: E.M.T. Raceways.
- B) In metal stud partition walls, branch circuit wiring from panels in suite or Tenant occupancies, in concrete block walls for final drops and for final drops to fixtures in ceiling spaces. (Length not to exceed 3 M in this application); Armoured Cable (Bx).

All conduit and wiring is to be concealed in all finished areas.

Minimum raceway size for telephone and communication conductors is 19 mm (3/4 ").

■ Switches

The building is equipped with a low voltage lighting control system. Under this system, each floor is divided into lighting zones which are automatically controlled.

Switches shall be suitable for the voltage and load controlled and can be single pole or three way. White rocker style switches shall be used for low voltage lighting control and 120V circuits in all finished areas not on lighting control. White toggle style switches shall be used for 347V circuits in all areas no on lighting control.

■ Receptacles

- a) Duplex receptacles shall be CSA Type 5-15 R, 125V, 15A, U ground, equal to Hubbell specification grade 5262. They shall be white and are to be of the "Designer" rectilinear style, except black for all floor box locations.
- b) Single receptacles shall be CSA type 5-15 R, 125V, 15A, U ground. They shall have ivory moulded housings and coverplate.

■ Cover Plates

- a) Coverplates shall be metal with white colour, black for all floor box locations.



■ Equipment Isolating Disconnects

Disconnecting devices to be sized for the current carrying capacities of the equipment to be isolated. Provide number of poles as required by the equipment to be isolated. Type of enclosure as indicated below;

- 1) Dust free or standard - EEMAC Type 1.
- 2) Outdoor or damp location -EEMAC Type 3R.
- 3) For direct exposure to water under pressure - EEMAC Type 4.
- 4) For high dust concentration of non-ignitable dust - EEMAC Type 5.

Manufacturers: Commander, Arrow-Hart, Scepter, F.P.L. Square D, Westinghouse, or equal.

All devices of the same type, size and rating are to be of the same manufacturer throughout the project.

■ Service and Distribution

The Landlord provides 347V distribution for the computer controlled lighting system on a ceiling grid system. Provide additional 347V, 15A rated circuits to match existing for any fixtures which cannot easily be serviced through the existing grid system.

The Landlord provides 120/208V, 3 phase power to a distribution panel located in the core electrical room. Provide a 100A, 3P, 250V rated breaker in this panel and a 100A, 4 wire plus ground feeder through the available P.V.C. raceway system to the Tenant Panel "A" location (if available).

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Provide and install complete secondary distribution system as detailed on the drawings.

Acceptable manufacturers for the distribution equipment include:

Commander, Federal Pioneer Limited, ITE (Seimens), Square D, Westinghouse.

Label all disconnect switches, starters, and panels to clearly indicated equipment controlled or area serviced. Indicate fuse size and type on all fused disconnects.

Provide circuit breaker panels of the type, with ampere capacity, number of poles, branch breaker capacity etc., as specified in panel schedule. Mounting to be as indicated.

Provide a typed directory card on the inside of the panel door in a metal frame with clear plastic cover.

All branch breakers shall be thermal-magnetic trip indicated, ambient temperature compensated and bolted to the bus-bar.

All surface mounted equipment shall be mounted on 19 mm (3/4") plywood backboard.



■ Lighting

Provide fixtures complete with all accessories and mounting hardware, and lamps as approved by the Landlord as an equal fixture. Products of equal quality by alternate manufacturers such as Sylvania, York, Peerless, Prescolite, Halo, C & M, Capri, Midday etc. are also acceptable.

■ Emergency Power

Emergency power, as previously outlined, is provided via a diesel emergency generator.

■ Exit Fixtures

Provide exit fixtures to match base building exit fixtures style and voltage. Housing to be fully die cast aluminum, with matt white finish. Pace plate to be white finish fully die cast with 150mm (6") high, stencil cut red letters, and edge located direction arrows as required. Lamps to be end mounted LED.

Extend base building exit fixture circuit from existing exit locations to new locations.

Exit fixture circuit is connected to the building emergency distribution system.

■ Fire Alarm System

The building fire alarm system is existing and operating. Before performing any changes to the system, alert the Landlord 24 hours in advance to allow the zone to be isolated.

All devices which are disconnected and reconnected to the fire alarm system are to be verified for the operation prior to final inspection. Verification and testing must be performed by the Base Building Fire Alarm Contractor.

- Provide certification of verification on project completion.
- Installation to ULC CAN4-5524-M82.
- Verification ULC CAN4-5537.
- Sequence of operation shall be as designed for the base building.

■ Telephone / Data / Communications Raceway Systems

A system of risers is provided throughout the building to facilitate installation of voice and data cabling.

■ Security System

All card readers that are to be installed shall match the base building system. Mag locks are not allowed in the building. All systems must be electric strike systems. The base building system is a Mirtech system.



■ Wiring for Other Trades

Provide power wiring for the mechanical trades unless noted otherwise. Provide all starters and disconnect switches as required. L.V. Controls and control wiring is provided by the mechanical trade.

Verify size, location, and electrical requirements of all mechanical equipment prior to the installation of the related electrical equipment. Maintain all clearances as required for mechanical equipment servicing.

The electrical contractor shall provide all line voltage wiring and terminations of time clocks, controls, transformers etc. required by the mechanical contractor.

■ Electrical Documentation

Upon completion of the site work, all electrical panels must be relabeled in legible typed format.

■ General

The Landlord reserves the right, from time to time, to add to or to amend the foregoing information, procedures and regulations. 39

Regulations and procedures as amended from time to time will affect any Tenant work undertaken after the amendment is issued.



ADDENDUM "A"



METER ADDITIONS / CHANGES INSTRUCTIONS TO ELECTRICAL ENGINEERS

■ Engineering Support

The Carma Metering system design may be different from one building to another to accommodate tenant lease requirements and property management standards. For this reason Carma's Technical group should be contacted for assistance in determining the number of meters and equipment required to isolate each tenant's power usage, in accordance with Building Standards. It is important that submeter details are determined prior to issuing the Tender for the electrical installation.

Please contact Carma Industries Inc. Toronto Office by telephone to alert the engineering staff of contemplated meter additions or changes that are to be tendered. Details can then be faxed or E-mailed.

Tel. (416) 260-4264

Fax. (416) 260-4265

Email: torontotech@carmaindustries.com

■ Summary of Carma Metering Operation

The Carma METER MANAGER™ Submetering System calculates the electrical energy consumed using PTs (potential transformers) and CTs (current transducers) which are connected to an Energy Monitoring Pod (Field Data Gathering Panel). A meter (set of three CTs) will be required for every electrical service that is to be monitored. Many Property Managers require tenants to isolate their receptacle power to their own panel. When circuits are used from a base-building panel or another tenant's panel, those circuits must pass through separate CTs for power isolation. Multiple conductors of the same phase can be fed through individual CTs. In most cases, sub meter installations will be less expensive if all electrical energy to a tenant can be isolated to a single breaker or disconnect switch. Isolation of lighting circuits will typically require separate CTs (and PTs) installed at the Base Building lighting panel.

Existing EMPs located in the building, may or may not have capacity remaining to monitor further CTs and PTs. Carma Industries Inc. will provide the details as to which EMP those new meters will be connected following consultation with Property Management.

PTs must be supplied to monitor the voltage from each separate power source (transformer) that supplies the tenant power. PTs also require termination at an EMP.

■ Engineering Details

Tenant's submeters are configured to match the electrical system on which they are to be installed. Therefore, Carma Industries Inc. requires the following details for all lighting and receptacle tenant loads.



1. The Service Voltage and Electrical Service details (eg. 347/600v 3-phase 4-wire or 600v 3ph3w).
2. The current rating of the service and conductor details (for CT size required).
3. Designation and location of panel containing tenant breaker(s) (eg. RP-10W, 10th flr electrical rm.).
4. Transformer supplying the power. (If two panels are fed from the same transformer, their meters may share one set of PTs).

■ Engineering Procedure for Additions and Changes

Once the electrical isolation details have been determined by the Electrical Engineer, the following information must be forwarded to Carma Industries Inc.

- Engineering Details (listed above)
- Closing date for the electrical bids
- A list of the Electrical Contractors bidding the Tenant fit-up (If a bidder does not request pricing, Carma can notify Property Management)

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Once the contract has been awarded, the Electrical Engineer must contact Carma with:

- The date the Electrical service must be activated. (To ensure equipment delivery and system commissioning is completed prior to the tenant requiring uninterrupted power).
- The successful Electrical Contractor's name and contact information.

Carma Industries Inc. requires two weeks advance notice to have equipment manufactured, Measurement Canada tested and delivered.

■ Tenants Electrical Contractor Specifications for Meter Changes / Additions

Specification Standard:

1. The Electrical Contractor will supply and install Carma Industries Inc. digital submetering for all Tenant Power and Lighting as outlined below.
2. The Electrical Contractor will purchase the submetering equipment and services from Carma Industries Inc., Toronto Office (416-260-4264) or Peterborough head office (705-743-2401).



3. The Electrical Contractor will supply and install:
 - a. Conduit for the communications Local Area Network (LAN).
 - b. Conduit for CT and PT leads. (CT-Current Transducer, PT-Potential Transformer) from the electricity submeter location to the closest available Energy Monitoring Pod.
 - c. Connectors, fasteners, and junction boxes for conduit.
 - d. Mount 10" x 10" x 4" PT enclosures which house PTs and fuse blocks. Note: Enclosure, fuse block, fuses and DIN rail will be factory assembled and CSA Approved by Carma Industries Inc.
 - e. Install all CTs on the phases corresponding to their assigned PTs as per the EMP wiring chart and individual CT serial numbers.
 - f. Ensure that the white dot on the CTs points toward the power source.
 - g. Connect line-side of PT fuse block to the CT power source using red, black and blue 12 gauge wire.
 - h. Where large step-down CTs are required (over 400 amps), mount enclosures which house 5 Amp Transducers and Shorting Terminals. Note: The 10" x 10" x 4" Enclosure c/w Shorting Terminals, will be factory assembled and CSA Approved by Carma Industries Inc. and will be mounted by the Tenant's Electrical Contractor.
 - i. Where large step-down CTs are required (over 400 amps), mount Current Transformers and connect current transformer secondaries using red, black, blue and white 12 gauge wire to the 5AMP Transducer Enclosure.
 - j. Ensure that CTs and PTs are accessible by Measurement Canada inspection personnel.
 - k. Assist in the orientation of the Commissioning Technician and perform any corrections or wire tracing deemed to be necessary by the Technician from Carma Industries Inc.
 - l. All conduit connections to the EMP will be installed in a manner that will not allow water to enter the EMP.
 - m. Coordinate with "the Base Building Metering Subcontractor" for access to EMPs enclosures that are Measurement Canada sealed.
 - n. Contact "the Base Building Metering Subcontractor" to receive all enclosures, CTs, PTs and details regarding the required conduit and PT/CT installation instructions.
4. Acquire Carma Submetering Installation Details from "the Base Building Metering Subcontractor" for installation drawings, specifications, etc., and comply with all requirements outlined in the Installation Details Sheets.

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■ Base Building Metering Subcontractors Specifications

Carma Industries Inc. Meter Changes / Additions:

1. Current Transformer and Potential Transformer Co-ordination and Low Voltage Wiring

- a. Site Pre-Inspection – Visual inspection of electrical room and drawings that are approved for construction, for confirmation of electrical configuration details, including:
 - Feeder size,
 - Current rating,
 - Determination of what transformer feeds the service to be metered
- b. Meet with the Tenant’s Electrical Contractor – Coordinate with the Contractor performing the tenant’s electrical installation to arrange for all necessary conduit and junction boxes to be installed. It is the Base Building Metering Subcontractor’s responsibility to see that the complete installation meets with all requirements of the METER MANAGER™ Installation Manual and the Building Management Tenant Criteria Manual.
- c. Provide the following Installation Hardware for connection to the EMP Sensor Card of Current Transducers and Potential Transformers
 - 3-pair shielded, 22 gauge cable, (insulated for highest voltage required by electrical code)
 - 22 gauge fasteners for PT/CT extensions
 - Labels for wire/cable
- d. Coordination of Measurement Canada Seal Integrity – notice to be provided to Carma Industries of the approximate date that access will be required behind the sealed outer EMP door. Note that breaking a Measurement Canada seal can result in fines and/or re-sealing fees if proper procedures are not followed.
- e. Co-ordinate the installation of Current Transducers or Transformers – Installations of CTs in accordance with the METER MANAGER™ Installation Manual, including phase tracing between CTs and appropriate marking of phases relative to PTs with coloured electrical tape. For large, step-down current transformers, terminations to Carma supplied enclosures and shorting terminals will be provided by the Tenant’s Electrical Contractor.

Note: Unit pricing is to include up to (100) one hundred feet of three-pair, 22 gauge cable for CT and PT installation and all terminations at the CTs, PTs and at the EMP. Coordination of electrical room access and the power shut-down with the tenant(s) and building management will also be included within the Base Building Metering Subcontractor’s responsibilities.

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- f. As-Built Documentation – System As-Built Forms must be completed and issued to Carma Industries Inc. for incorporation into the Owner’s As-Built binders. This must take place immediately upon completion of the installation to signify that the meter(s) are ready for activation and commissioning. Copies of the forms and examples may be found in the METER MANAGER™ Installation Manual.

2. EMP and/or Repeater Installation

The Base Building Metering Subcontractor will be responsible for the installation of any new EMPs or Network Repeaters that may be required. Installation must conform to requirements specified in the latest release of the METER MANAGER™ Manual. Unit pricing must include:

- 120 auxiliary power, fed from a locked and labeled breaker.
- LAN (Local Area Network) cable supply and connection.
- Mounting of the unit as per the standards laid out by Property Management.
- ¾” conduit necessary for 120 volt auxiliary power fed from an emergency receptacle panel within ten (10) feet of the EMP and/or Repeater.
- ¾” conduit necessary to install network, communications cables to an existing Carma junction box within ten (10) feet of the location of the new network device.

■ Base Building Metering Subcontractor Unit Pricing

The following Standing Unit Pricing is required and is to encompass all above mentioned responsibilities of the Base Building Metering Subcontractor.

1. (a) Price for installation of conductors and terminations for one set of Current Transducers. This price should include all items from 1a – 1f.
Unit price for Item 1. \$ _____
- (b) Price for installation of conductors and terminations for one set of Potential Transformers. This shall conform to all items in 1a – 1f above.
Unit price for Item 1. \$ _____
2. Price for installation of one Energy Monitoring Pod or Network Repeater as outlined in item 2 above, EMP and/or Repeater Installation.
Unit price for Item 2. \$ _____
3. Price to remove and reinstall one set of Potential Transformers (PTs) from an existing PT enclosure.
Unit price for Item 3. \$ _____
4. Price to remove one set of spare Current Transducers and return to the Building Manager.
Unit price for Item 4. \$ _____



■ Base Building Metering Subcontractor

Company Name: _____ Date: _____

Representative's Name (Print): _____

Representative's Signature: _____

■ Carma Technicians Additions / Changes Instructions

1. Carma Industries Inc. Sales Dept. and Building Management will agree on an appropriate unit price to charge for Tenant meter additions. A method of account reconciliation will be agreed upon. A Base Building Metering Subcontractor will also be chosen and unit installation pricing established.
2. The Tenant Criteria Manual for the Building is to contain references to ensure all tenant power (including lighting) is Submetered.
3. The Leasing Department will ensure that the Tenant's Electrical Engineering Company is aware of the metering requirements. Leasing will issue the Tenant Criteria Manual to the Electrical Engineer which will include a copy of the Meter Engineering Instructions as outlined in Sections #3 and #4. A copy of the Metering Specification will also be provided in the Electrical Tender Document as outlined in Section #5.
4. The Electrical Engineer will contact Carma Engineering Support with the information specified in the Engineering Instructions. This provides advance notice of metering requirements to Carma Industries Inc. as well as assistance to the Engineer in determining the number of meters required to isolate the Tenant's electricity.
5. A Job Document will then be provided by the Carma Engineer to track all relevant metering details, including installation details. This will be issued to the Electrical Engineer, and to the Building Manager and Electrical Contractors, if required.
6. Upon receipt of the Specification / Tender Documents, the bidding Electrical Contractors will contact Carma Industries Inc. for pricing.
7. Carma Industries Inc. sales can promptly issue a Quotation since the job details and equipment list have already been prepared.
8. When the successful Bidder has been selected and a Power-On date is determined, the Engineer should notify Carma Industries Inc. Note: Often, the Electrical Contractor orders the meters too late to meet the Power-On date.

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9. Upon receipt of a Purchase Order for the new meter(s), the Base Building Metering Subcontractor is hired by Carma to coordinate the installation of the metering equipment.
10. The Metering Equipment is delivered to the Base Building Metering Subcontractor, who in turn, hands the equipment over to the successful Installing Contractor.
11. The Base Building Metering Subcontractor notifies Carma when the equipment is installed and a Carma Technician will perform commissioning and installation verification.
12. The System Software, the Billing Database, the System Design Schedule and the As-built Drawings are updated by a Carma Industries Inc. Technician.

The Project is credited or debited to the Building Manager's account based on time & materials and a monthly account reconciliation is provided.



4 INSURANCE AND INDEMNIFICATION

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In this section, the "Landlord" is defined as "The Great-West Life Assurance Company" and/or its officers, agents, employees and representatives.



INDEMNIFICATION

The Tenant / Contractor shall indemnify and hold harmless the Landlord, its agents and employees from and against all claims, demands, losses, costs, damages, actions, suits, or proceedings arising out of or attributable to the performance by the Tenant / Contractor(s) of the Tenant's work provided that any such claims, demands, losses, costs, damages, actions, suits or proceedings are:

1. attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property.
2. caused by a negligent act or omission of the Tenant / Contractor or anyone for whom the Tenant / Contractor may be legally liable.

Your liability under this section shall not extend to damage incurred by the Landlord where the primary cause of the injury or damage arises out of:

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1. the use of maps, drawings, reports, surveys, change orders, designs or specifications provided by the Landlord, its agent and employees.
2. decisions or instructions by the Landlord.



INSURANCE

Prior to commencement of the Tenant's work, the Landlord must be provided with evidence that the insurance specified in this section is in place with an insurance company licensed to do business in the Province of Ontario.

All insurance policies shall contain the following clause

"It is understood and agreed that the coverage provided by this policy will not be changed or amended in any way to the detriment of any named insured or cancelled until 30 days after written notice of such change or cancellation shall have given to all named insureds."



COMPREHENSIVE GENERAL LIABILITY

Without restricting the generality of the "Indemnification" section, above, the Tenant and Contractor, shall provide and maintain, either by way of a separate policy or by an endorsement to the existing policy, comprehensive general liability insurance acceptable to the Landlord, subject to the limits of not less than five million dollars (\$5,000,000.00) inclusive per occurrence for bodily injury, death, and damage to property including loss of use thereof.

The insurance shall be in the Tenant's name and anyone employed directly or indirectly by the Tenant to perform a part or parts of the work. The Landlord shall be listed as an additional named insured.

The insurance shall preclude subrogation claims by the insurer against anyone insured thereunder.

The comprehensive general liability insurance shall include coverage for:

- a) premises and operations liability;
- b) products completed operations liability;
- c) blanket contractual liability;
- d) cross-liability;
- e) elevator and hoist liability;
- f) contingent employer's liability;
- g) personal injury liability arising out of false arrest, detention or imprisonment or malicious prosecution. Libel, slander or defamation of character, invasion of privacy, wrongful eviction or wrongful entry;
- h) shoring, blasting, excavating, underpinning, demolition, pile driving and caisson work, work below ground surface, tunnelling and grading, as applicable
- i) liability with respect to non-owned licensed vehicles.

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All liability insurance shall be maintained continuously until twelve months after completion of the Tenant's / Contractor's work.



AUTOMOBILE LIABILITY INSURANCE

The Tenant / Contractor shall provide and maintain liability insurance in respect to owned licensed vehicles subject to limits of not less than one million dollars (\$1,000,000.00) inclusive.

The Tenant / Contractor shall be responsible for any deductible amounts under the policies.



PROPERTY INSURANCE

The Tenant / Contractor shall provide insurance acceptable to the Landlord insuring the full value of the Tenant's work and the full value as stated of products that are specified to be provided by the Landlord for incorporation into the work. The insurance shall be in the joint names of the Tenant and the Landlord and all others having an insurable interest in the Tenant's work. The policies shall preclude subrogation claims by the insurer against anyone insured thereunder.

Such coverage shall be provided for by either an "All Risks Builders' Risk Policy" or by a combination of a "Standard Builders' Risk Fire Policy" including "Extended Risk Difference in Conditions Policy" providing equivalent coverage.

The coverage referred to in this "Property Insurance" section shall apply to:

- a) all products, labour and supplies of any nature whatsoever, the property of the insureds or of others for which the insureds may have assumed responsibility, to be used in or pertaining to the site preparation, erection and/or fabrication and/or reconstruction and/or repair of the insured project, while on the site or in transit.
- b) the installation, testing and any subsequent use of machinery and equipment including boiler(s) or pressure vessel(s) forming part of the Tenant's work.
- c) damage to the Tenant's work, caused by an accident to and/or the explosion of any boiler(s) or pressure vessel(s) forming part of the Tenant's work.

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Such work shall exclude construction machinery, equipment, temporary structural and other temporary facilities, tools and supplies used in the construction of the Tenant's work, which are not expendable under the contract. Such coverage shall be maintained continuously until completion of the Tenant's work.

The Tenant / Contractor shall be responsible for any deductible amounts under the policies maintained pursuant to this "Property Insurance" section, and for providing such additional insurance as may be required to protect the insureds against loss on items excluded from the policies.



WORKER'S COMPENSATION

Prior to commencing the Tenant's work, and until the completion thereof, the Tenant / Contractor shall provide evidence of compliance with all requirements of local Provincial statutes with respect to Workmen's Compensation including assessments or payments due thereunder.

At any time during the performance of the Tenant's work when requested by the Landlord, the Tenant / Contractor shall provide such evidence of compliance by the Tenant / Contractor, and any or all of your contractors and/or sub-contractors.

19 Allstate Parkway



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