

CONCOURSES A & B TENANT DESIGN MANUAL for Sacramento International Airport

June 2023



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1.1 Introduction

Welcome to the Sacramento International Airport. In the pages that follow, the Sacramento County Department of Airports (SCDA) has set forth its vision and goals for the development of the concessions building standards in Concourses A & B. The purpose of this manual is to familiarize you, the Tenant, with the construction requirements of SCDA and assist you in expediting the design and construction of your leasehold.

This manual will provide your design and construction team with the information necessary for preparing and submitting compliant plans for review and approval. This Tenant Design Manual includes both design and construction requirements for your leasehold and outlines SCDA's obligations, the Tenant's obligations and the General Contractor's requirements and restrictions. As such, we encourage all Tenants to ensure that the Tenant Design Manual is distributed to all team members as appropriate.

Tenants are encouraged to be innovative in the design and layout of their concession spaces to emphasize brand, create interest and excitement and increase revenue potential. The guidelines contained herein provide a framework for developing a leasehold while allowing individual expression in design. SCDA does not intend to design your space but rather intends to maintain a consistent, high level of design throughout the airport. It is the Tenant's responsibility to become familiar with the design intent and objectives outlined within the manual. SCDA reserves the right to change, delete or augment any of the requirements contained within this manual.

The information contained in this Tenant Design Manual is intended as a supplement to the Lease Documents. In the event of any conflict, the provisions of the lease documents shall govern.

A representative from SCDA shall be assigned to each project or phase within the project to assist the Tenant through the approval process and shall hereafter be referred to as the Airport Project Coordinator (APC). The APC contact may change as necessary based on the requirements of the project.

The Lessee of the leasehold spaces shall hereafter be referred to as the Tenant.

SCDA looks forward to working with you and your talented team to develop an exciting concession program.

Introduction

1.2 Definitions

The following are terms used throughout the Tenant Design Manual.

AOA	Aircraft Operations Area (secure area)
APC	Airport Project Coordinator (aka: Airport Project Manager)
AF	Sacramento Airport Fire
Accessibility	Refers to all applicable codes pertaining to a persons' ability to use building components, including but not limited to the Americans with Disability Act and The California Building Code. Additionally, the California Disabled Accessibility Guidebook (CalDAG) may be referenced as an interpretive manual.
Blade Signage	Perpendicular sign element located above the storefront within the Parallel Signage Zone.
CBC CCR Title 24.	California Building Code, latest application version. Refer to
Kiosk	An individual, freestanding, self-contained concession unit that provides preparation, display, transaction space and/or storage.
Landside	The unsecured portion of the terminal or concourse, or non- AOA SIDA area. NFPA 13National Fire Protection Association, Standard 13, Standard for the Installation of Sprinkler Systems, as adopted by the California Building Code.
NFPA 72	National Fire Protection Association, Standard 72, National Fire Alarm Code, as adopted by the California Building Code.
Neutral Frame	Consists of a pier on either side of the bulkhead above the Tenant storefront which is clad with SCDA-provided standard terminal finishes.
Neutral Pier	The vertical portion of the neutral frame clad with SCDA- provided standard terminal finishes that provide a common demarcation between Tenant leaseholds.

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Parallel Signage	The parallel sign element is located above the storefront and is displayed parallel to the face of the storefront.
SIDA	Security Identification Display Area: The secure area of the terminal requiring display of an SCDA-issued identification badge. Access levels vary and may be verified by the holder of an AOA badge through the Airport Badging Office.
SCDA	Sacramento County of Department of Airports.
SCZ	Storefront Control Zone: A transition area located within the storefront of the Tenant leasehold area. Elements within the SCZ shall comply with the Tenant Design Manual guidelines for storefront, signage, lighting requirements and merchandise display. All elements in the area are subject to SCDA approval.
Supplemental Signage	Additional signage provided by the Tenant that is mounted within the storefront and is not part of the neutral frame.

1.3 Sustainability – Leadership in Energy and Environmental Design (LEED)

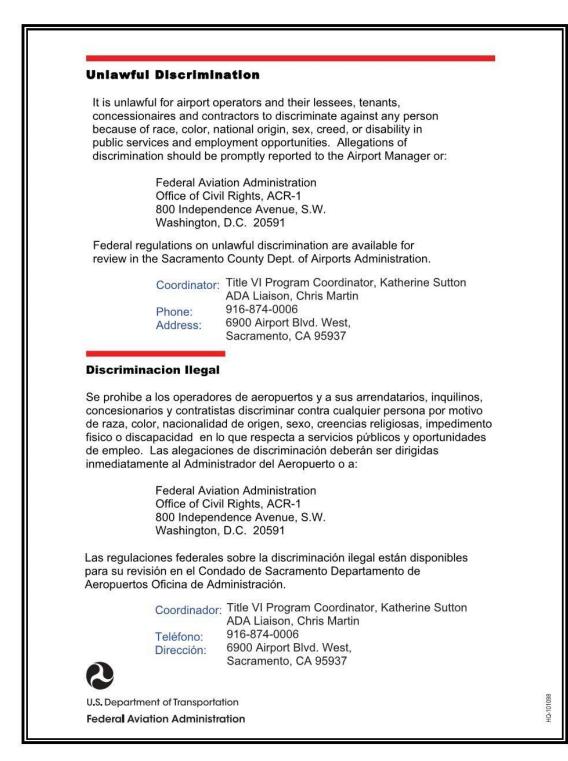
SCDA aspires to demonstrate leadership, innovation, and environmental stewardship through the implementation of green building design, construction, operations, and maintenance solutions throughout its facilities. Tenants, although not required to attain LEED certification, are encouraged to support SCDA in these goals and should build and operate their concessions within Concourses A & B in the most sustainable manner possible. Further information on LEED rating systems can be found at <u>www.usgbc.org</u>.

1.4 Code Compliance

The Tenant shall have responsibility for compliance with all applicable federal, state and local codes, ordinances and other jurisdictional regulations for the occupancy type. Reference the California Code of Regulations (CCR) Title 24, Health and Safety Code Title 17, NFPA 13, NFPA 72 and Sacramento County Code for applicable standards. This manual does not intend to supplement or replace applicable code publications and does not refer to specific code provisions. Because codes are adopted and modified frequently, the Tenant shall contact the local jurisdiction prior to project commencement for the current code requirements.

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1.5 2017 Unlawful Discrimination Title VI



Section 2 Building Conditions

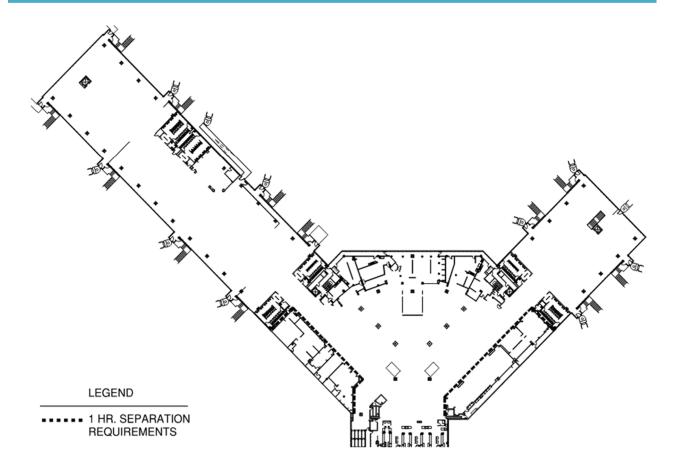
2.1 Concourse A Building Conditions

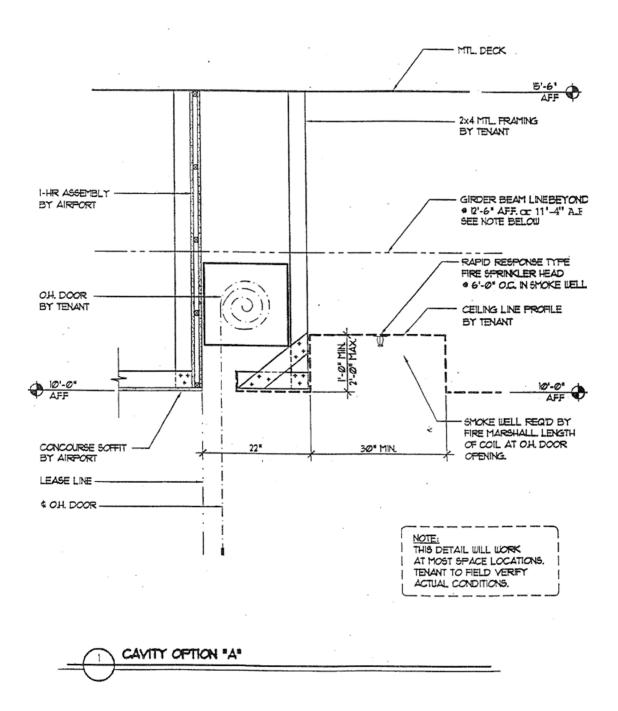
The building in which the concessions are located is a Type 1, fully fire sprinklered steel structure, construction in accordance with the Uniform Building Code, Latest Edition. The Terminal "A" building is a A3 Occupancy in the concourse areas. Any A3 (restaurant) that is under 750 square feet will have an occupant load under 50, which would make it a B occupancy, which would require a 1 hour separation.

The retail spaces are classified M Occupancy by Sacramento Airport Fire. The Airport Fire has determined the retail tenants shall be required to maintain a one-hour separation between the airport concourse and the retail tenant space. Exterior walls are of precast panels and glazing. All construction materials used in the construction of this facility shall be non-combustible and all tenant interior finishes shall be incombustible or meet Class "C" (76-200) Flame Spread Requirements.

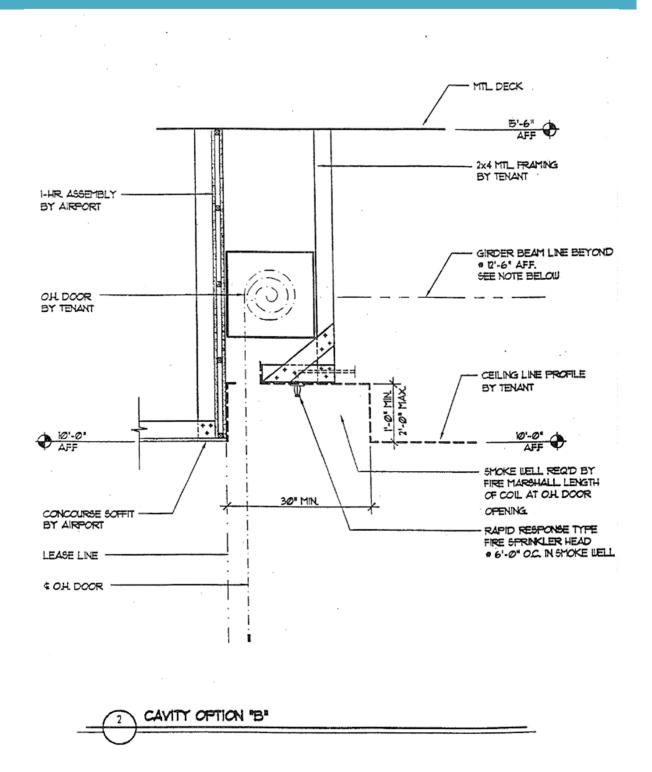
Tenant shall modify ceiling configuration per section 3 - Ceiling Design Requirements. Sprinkler heads in the smoke wells/cavity will be "Rapid Response" type sprinkler heads. Rapid response heads shall be fully concealed in smoke well as is typical for remainder of space. Rapid Response heads in smoke well/cavity to be spaced at 6'-0"O.C. maximum, across the width of the opening. Remainder of heads in the Tenant retail spaces beyond the smoke well will also be changed to be "Rapid Response" heads. In all tenant retail spaces, all heads in the space shall be changed to "Rapid Response" heads. There are additional requirements in these spaces. All glass in spaces, shall be fully stopped with frames on all four edges of the glazing for smoke control. All glass fronting the A3 occupancy shall also be protected with an Airport Fire approved water curtain per the details below. Sprinklers shall have an intermediate temperature rating not less than 175°F (79°C) and not more than 200°F (93°C) and maximum ambient ceiling temperature 150°F (65°C) and must be approved by Airport Fire.

Building Conditions





Building Conditions



2.2 Concourse B Building Conditions

At Concourse B, passengers arrive from Central Terminal B via the APM trains at Level 2. Passengers then process through the passenger security screening check point area before they enter into the secure concourse, which contains concessions, a common food court seating area, gate lounges and other passenger amenities along the concourse.

Concession storage areas are located on Level 1 of Concourse B. Service elevator access is provided for deliveries and refuse removal. Tunnel access is provided between the Central Terminal B for deliveries to and from Concourse B.

Dimensions and details shown in this manual define anticipated building conditions and are for reference only. The actual configuration and design of the terminal may vary from these sketches, drawings and plans. It is the responsibility of the Tenant to field verify as-built conditions of the leasehold. Further, it is the Tenant's responsibility to fully review the most current version of all the materials referenced, as this manual does not contain all of SCDA's requirements.

Tenant concepts shown in these guidelines are for illustrative purposes only and are not intended to reflect the actual occupancy of a concession leasehold. Images of storefronts and signs included in this document are examples to be used as an aid to Tenants in complying with the design guidelines and are not approved for final design.

3.1.1 Storefront Design

Each Tenant leasehold shall feature its own unique storefront design. It is the intent of this Tenant Design Manual to assist the storefront designer in utilizing highly creative and imaginative designs and materials which enhance the Tenant's identity.

The storefronts shall be of high quality consistent with the design of Concourses A and B. The following design conditions and criteria are offered as the absolute minimum standards of design and materials to be used by the Tenants in the creation of their unique airport identity. The APC and SCDA design review team feel the preliminary designs lack imaginative solutions, the design will be rejected and shall be redesigned at the Tenant's expense. At SCDA's option, alternate design suggestions may be offered for the Tenant's consideration to improve the storefront design. SCDA reserves the right to be the sole judge as to whether a design is acceptable or not.

3.1.2 Neutral Frame

The neutral frame includes the piers on either side of the leasehold and the bulkhead above the Tenant storefront.

Concourse B: The corners of the piers are wrapped with a 1-1/2'' stainless steel corner guard. The Tenant shall provide a 34'' black reveal as a separation between Tenant and terminal finishes, unless the finishes are divided by an overhead grille guide. Standard Concourse finishes are provided by SCDA at three sides of the neutral pier to serve as a demarcation between Tenant leaseholds.

3.1.3 Storefront Control Zone

The Storefront Control Zone (SCZ) is identified as a creative zone from the lease line that extends to a depth of 4'-6" inside the leasehold. This zone is to encourage visually attractive display of merchandise that compliments the store interior.

Items to be considered in design:

- 1. Wall merchandising systems other than slat wall.
- 2. Cash wrap cannot be located within this zone.
- 3. The ceiling height in this zone should not be lower than parallel signage band.
- 4. Acoustical ceiling tiles are not permitted in this area.
- 5. Track lighting within this area shall be concealed within a light pocket so as not to be visible from the common area.

3.1.4 Storefront Materials

1. All storefront materials shall be durable materials such as sealed unglazed

tiles, cultured stones, marble, terrazzo, natural stone, travertine, hardwoods and durable rich veneers (such as walnut, bird's eye maple, cherry, birch, etc.) and glass or as approved by SCDA. Designers should consider combinations of the below materials.

- 2. Approved storefront metals include: chrome, stainless steel, bronze, copper, anodized aluminum, colored baked enamel, painted aluminum or bright metals. All metals subject to oxidation shall be clear coated to prevent discoloration.
- 3. Plaster, simulated stone, simulated brick, plastics, shakes, shingles, carpets, rough stucco, painted drywall, softwoods, vinyl fabrics, mirrors and other similar materials will not be permitted.
- 4. Any reflective metallic or mirrored finish materials other than plate glass or tempered glass must be solidly backed and factory laminated onto 3/4" particle board or plywood. Finished product when incorporated into the storefront must be free of waves and oil canning and must affect an even, consistent reflection. Wavy or warped image reflections will not be acceptable. Mirror glass is prohibited.
- 5. Storefront colors shall be subject to review and approval by the APC and SCDA design review team. Colors not consistent with terminal schemes will be considered if consistent with a national retail identity on a case-by-case basis.
- 6. Desirable treatments for storefronts are butt-joint glazing or multi-pane clear, beveled, etched or sandblasted glass in metal or hardwood framing.
- 7. All outside corners within the tenant space, including millwork, shall be protected with low profile metal corner guards. The preferred vendor is Schluter Systems, however, corner protection products by other manufacturers will be considered on a case-by-case basis.

3.1.5 Openness

- 1. A minimum of 60% and maximum of 80% of the storefront is to be transparent, including glazing and openings. A maximum of 60% of the storefront width may be open without glazing. Recesses, angles and other devices designed to break up the length of the flat storefront are acceptable. All interior storefront glass is to be clear. Deviation from this condition will be considered and will require written approval from the APC.
- 2. Fully open storefronts are only allowed at leaseholds where a continuous counter is required from neutral pier to neutral pier.
- 3. Concourse B: Storefront elevations shall be built to the underside of the neutral frame and shall close with a 3/4" black aluminum reveal, provided by the Tenant. This architectural reveal joint is required to visually separate the Tenant storefront from the neutral frame. The Tenant's Architect must include a section detail of sufficient scale where this interface occurs. Should this item not be adequately addressed, SCDA, in accordance with the lease, may require field changes to incorporate the black reveal to affect the

required functional and aesthetic treatment.

3.1.6 Flooring Transition

- 1. The floor finish provided in the building by SCDA extends to the Tenant's lease line. The Tenant may choose a flooring material within the leasehold that will match the level of the adjacent finished floor at the lease line. Should the Tenant choose to install flooring material that is of a different height than the adjacent finish, the Tenant is responsible for providing a code compliant transition. Depressed floor slabs will not be permitted. All slab modifications must be approved by SCDA and installed by a qualified Contractor.
- Provide 6" high floor base for Concourse A & 8" high floor base for Concourse
 B. The base material must be stainless steel provided on all storefronts and display windows and must be coordinated with the storefront design.

3.1.7 Store Entrances

- 1. Roll-up grilles, side sliding gates, swinging or sliding doors and sliding glass wall systems are allowed.
- 2. The proposed type of store entrance shall be installed free of obstructions and shall be tested by the Tenant's contactor in the presence of the APC. Wall mounted key switches may not be attached to terminal finishes. Tracks and guides must be recessed. The roll-up grille must have a closure piece at the base to conceal the slot when it is in the open position. Side sliding gates or glass wall systems shall have a pocket constructed in which the gate or system shall be housed while the store is open. The gate or system shall not be visible within the pocket. The overhead track shall be recessed into the overhead Tenant soffit. NOTE: Reference applicable codes for compliance with egress requirements.
- 3. Out-swinging hinged doors shall be fully recessed in the leasehold.
- 4. A Master Key system is required for emergency access to all spaces within the terminals. The Tenant shall provide an approved SCDA lockset which is compatible with a common core provided by SCDA at the Tenant's expense. Keys are the responsibility of the Tenant. A master key will be placed in a Fire Department Knox Box in the fire command room.

3.1.8 Ceilings

- 1. The ceilings within the Tenant leaseholds should be handled creatively. It is desired to have the designers explore the possibilities available such as combinations of both hard and soft surfaces (i.e. sheetrock and acoustical) or combinations of hard surfaces and voids. SCDA recognizes that ceilings are one of the critical design elements of the Tenant's interior and therefore desires the Tenant to explore the available options in designing this element. Single plane, single material ceiling systems are discouraged.
- 2. Generally, the following ceiling materials shall act as minimum design standards for use in the concession leaseholds. Ceilings should be:

- a. Concealed spline acoustical tile combined with gypsum board.
- b. Regular acoustical ceiling tile not to exceed 24"x24" in size with a 3/8" revealed edge combined with gypsum board (aka: Tegular Ceiling Tiles).
- c. Smooth face or textured drywall or plaster construction, painted, in various planes and at different heights.
- d. Other ceiling material finishes showing unique or creative imagination on behalf of the designer will be considered on a case by case basis and may be used subject to approval by the APC.
- e. Acoustical suspended ceilings with standard 24"x48" modules will not be permitted, except in storage and non-public areas.
- f. Any areas of the structural deck that are left exposed shall be painted black. Areas of decking or structure sprayed with fire proofing material shall not be exposed.
- 3. Access panels above the ceilings required to serve Tenant's sign equipment and access HVAC units and electrical boxes shall be installed at Tenant's expense and painted to match adjacent ceiling surfaces.
- 4. All ceilings shall be installed in conformance with CBC and shall include seismic braces and compression struts.
- 5. Where required by CBC, ceiling construction shall meet 1- hour construction standards.

3.2 Food and Beverage Tenants

3.2.1 Design Guidelines

- 1. If the food preparation area is an integral part of the visible service area, it must meet all storefront criteria for finishes and lighting. If the food preparation area is not intended to be part of the visible service area, a separation wall is required, and all doors must have automatic closers. Any food pass- through openings are to be of minimal size and designed to obscure the preparation area to the greatest extent possible. All openings are subject to SCDA approval.
- 2. Any clutter or unsightly equipment such as boxes, shelves, sinks, etc., shall be fully concealed from public view.
- 3. Particular attention shall be given to the visual organization of the rear and side walls of the preparation and serving area. Equipment layout and catalog cut sheets shall be submitted for approval.
- 4. Floors in kitchens, food preparation areas and storage areas must be installed over a membrane waterproofing system that will result in a fully waterproofed surface, including a 6" high cove base backed with the membrane waterproofing. It is the Tenant's responsibility to ensure that the finished floor level matches the height of adjacent floors or provide a code compliant threshold.
- 5. Tenants are required to use nonporous, cleanable materials such as ceramic tile, stainless steel, stone (such as sealed granite) and solid plastics (Corian

or equal).

6. Ceilings above the serving areas must comply with current health department and other regulatory requirements.

3.2.2 Take-Away Counters

All Tenant counters conditions shall be designed with the following requirements:

- 1. All counters and back walls visible to the public shall be restricted to durable, non-porous, easily cleanable materials. Counter front and countertop materials are limited to the following:
 - a. Stone
 - b. Metal
 - c. Solid Surface Materials
 - d. Glass
 - e. Ceramic tile, if used, in at least two different sizes and two colors. 4" square ceramic tile cannot be used as the primary tile but may be used only as an accent tile.
- 2. Simulated natural products and metal laminates and plastic laminates are not acceptable materials for countertops and counter fronts.
- 3. All counter fronts are to have a 9" high toe-kick.
- 4. Tenants shall be responsible for controlling individual queues within or immediately adjacent to their leasehold so that customer queues do not interfere with general circulation and/or interfere with public circulation through public areas. The design should require customer queuing parallel to the storefront and NOT perpendicular into public circulation.
- 5. Trash and recycling receptacles for customer use will be provided in the terminal dining areas. If Tenant provides receptacles at the counter, the opening must be recessed into the countertop.
- 6. Condiments must be set back a minimum of 6" from the front of the counter and must be dispensed from permanent holders.
- 7. It is encouraged that counter heights vary to break up the length of flat face along the front. Tenants must comply with all accessibility requirements including transaction heights and clearances.

3.2.3 Display

The following are specific requirements for display of food and beverages:

- 1. The use of built-in glass display cases is allowed at the front counter. The case shall be a maximum of 4'-6" high above the finish floor and must be constructed of a clear glass front with stainless steel trim and must sit on a standard 8" base. Display cases shall not abut with the neutral pier. Pre-fabricated display cases on countertops are not allowed.
- 2. All display cases must be lighted and vented. Light sources must not be visible. The sides and back of the case may be mirrored.
- 3. Rotating displays are permitted inside fixed display millwork.

- 4. At the back counter, storage units or pre-fabricated display cases may be installed at the Tenant's option. Any such unit shall adhere to the counter or display case specifications mentioned for materials above, except that storage counter doors must be polished stainless steel.
- 5. Sneeze guards must be set back a minimum of 6" from the counter edge and be a maximum height of 4'-6" above the finished floor. All horizontal joints are to be butt glazed for maximum visibility. Glazing must be of tempered glass or safety glass. No acrylic glazing is permitted.
- 6. Beverage stations must be incorporated behind Tenant's counter or screened from view at the front counter. No self-serve beverage stations will be permitted.

3.2.4 Equipment

Tenant equipment on counters is to be set back a minimum of 6" from the front counter edge and recessed into the countertop so that no portion exceeds 4'-6" high and no operable portion for public exceeds 4' high above finished floor. No used equipment, simulated wood finishes, trademark or supplier logos will be permitted on equipment within public view. Screening of equipment cords and unfinished equipment backs will be required if visible to the public side.

Tenant is to provide an appropriate number of trash receptacles within the leasehold as required to maintain a clean and neat environment. Free standing trash bins within the leasehold shall not be allowed in public view. All integrated trash bins shall have openings sized to conceal trash within.

3.2.5 Storage

The Tenant's supplies must be stored on appropriate racks or in cabinets within the Tenant's leasehold. All paper goods used in product service (except napkins) and supplies are to be stored in areas not visible to the public. Such storage must be concealed from public view with doors or sliding panels if located in the counter area. The Tenant is required to provide interim cooking oil storage within leasehold. In addition to storage within the leasehold, the Tenant has an option to lease storage space from SCDA within the terminal, if available.

3.3 Kiosk

The kiosk design condition is an individual, freestanding, self-contained concession unit positioned along the circulation path between the airline gate lounges. The unit may consist of a counter, open, canopy/signage and tower zone. Restrictions for point of sale, display and queuing may apply depending on kiosk size and design. An accessible transaction counter must be incorporated into the Kiosk design. No queuing line is permitted in an accessible path.

3.4 Signage Conditions

Signage is an integral part of the overall design of the Concourses and plays a key role in the retail environment. These criteria have been written for the purpose of establishing minimum standards to be utilized in creating a dynamic signage environment. The Tenant agrees to design, construct, and install signage at the leasehold at the Tenant's expense in accordance with these Signage Conditions, prior to opening for business in the leasehold. A consistent signage program is for the mutual benefit of all Tenants. Conformance will be strictly enforced, and any installed unapproved signs must be removed and brought into conformance at the sole expense of the Tenant. The APC shall administer and interpret these signage conditions. While SCDA must retain strict control over the design and installation of Tenants' signage, more imaginative and creative designs that lend themselves to the unique features of the terminal concourse are encouraged. Any signage and/or graphic that may vary from the sign criteria as defined below may be approved at the APC's discretion if the design will enhance the Tenant's storefront, not conflict with adjacent signage or augment the overall theme of the terminal. The graphic identification should be symbolic of the business therein rather than the standard "letter copy." The designer should consider using original art in the place of standard advertising graphics.

3.4.1 General Requirements

- 1. Detailed drawings shall be included in the final submittal for SCDA review. Conceptual drawings shall be reviewed at the preliminary design submittal.
- 2. Tenant shall submit 1 copy of detailed drawings indicating the location, size, layout, design, and color of the proposed signs including all lettering and/or graphics. A compact disc (CD)/u with a .pdf file shall also be submitted.
- 3. All illuminated signs shall have Underwriter's Laboratory (UL) Labels for Construction Standards and shall be installed in compliance with all applicable code requirements. No manufacturers or approval agencies labels are to be exposed to public view.
- 4. Tenant shall not affix upon any glass or other material on the storefront any signs unless Tenant has received the written approval of the APC.
- 5. There will be no Tenant signage allowed upon the exterior of the building. No signs shall be permitted on canopy roofs or building roofs.
- 6. In the event of any conflict of opinion between the Tenant and the APC, as to the application of these Signage Conditions, the APC shall make a final ruling which shall be binding upon the Tenant.
- 7. Tenant shall be responsible for the fulfillment of all requirements of these criteria.
- 8. Electrical service to all signs shall be on Tenant's monitor.
- 9. Signs must not display on any portion of the storefront, the name, stamps or decals of the sign manufacturer or installer.
- 10.Signage light levels must be in accordance with Section 3.6.8.

- 11.Exceptions: Signs required by law will be permitted but only as approved by the APC.
- 12.Internally illuminated signage is preferred, although signs may be backlit.

3.4.2 Sign Types

The following sign types are appropriate, and their use is permitted with SCDA approval.

- 1. Illuminated or non-illuminated dimensional wood, metal, plastic, glass, or other material with a permanent appearance.
- 2. Etched, beveled, sandblasted, or stained glass.
- 3. Internally illuminated channel letters with opaque metal sides and plastic face. Internally illuminated letters must be no less than 1" or more than 4" in depth.
- 4. Except as provided herein, no advertising placards, banners, pennants, names, insignias, trademarks, or descriptive material shall be affixed or maintained upon the glass panes and supports of the storefront show windows and doors, or upon the exterior walls of the storefront.

The following sign types, sign components and devices shall **not** be permitted:

- 1. Boxed or cabinet type.
- 2. Exposed neon tube forming letters or logo in public areas (allowed within Tenant leaseholds and subject to SCDA approval)
- 3. Formed plastic.
- 4. Cloth, paper, cardboard or similar stickers or decals.
- 5. Noise making.
- 6. Odor producing.
- 7. Veneer or plywood products.
- 8. Pre-molded plastic letters with reflective coatings.
- 9. Animated, flashing, tracing or audible signs will be *not* permitted.
- 10.Painted lettering.
- 11."Can" type signs with illuminated translucent background and silhouette letters.
- 12.Sandblasted or routed wood signs.
- 13.Freestanding signs (i.e. pylon or pole type signs)
- 14.Acrylic faced letters with plastic trim caps.
- 15. Temporary signs of whatever composition or materials.
- 16. Hours of operation must be incorporated into Tenant's storefront.

3.4.3 Parallel Signage

A parallel signage zone is provided at each leasehold directly below the neutral frame. The parallel signage band is 2'-0" high and varies in length depending on the length of the storefront below. The following are design requirements specific to the parallel signage:

1. The parallel signage band shall be clad on two sides (face and bottom) in one of the following materials: glass, metal, stone, tile and wood or other

appropriate material. Painted gypsum board as a parallel signage background will not be permitted. Other materials may be permitted with approval from the APC.

- 2. The underside of the parallel sign band must align with the adjacent reveal at the neutral pier at Concourses A & B. *Conditions* for reveal locations indicated on the elevations.
- 3. Length of parallel signage shall be at minimum 50% of the signage zone and maximum 80% of signage zone.
- 4. The Tenant's store name must appear within the parallel signage zone.

3.4.4 Blade Signage

Blade signage is required at all In-Line and Corner Design Conditions and shall be installed perpendicular to the parallel signage zone. The minimum requirement for blade signage is an approximately 2'x2' sign which shall be attached to the parallel signage zone using a standard satin stainless steel clad support bracket and 1 1/2" diameter satin stainless steel pipe standoff(s). Tenants are encouraged to be creative with Blade Sign design, some examples of signs are illustrated in Figure 3.7D.The standoff(s) shall be positioned within the standoff zone and will carry electrical to the blade sign. Reference Figures 3.7B and 3.7C. For optimum visibility, the sign must be internally lit using LEDs and installed no closer than 3'-0" from the inside face of neutral pier finishes. Blade signage should be designed to enhance the Tenant's storefront while identifying the store's location along the pedestrian path. On a case-by-case basis, blade signs not in conformance with these guidelines may be allowed full-size mock-up of the sign in its proposed location.

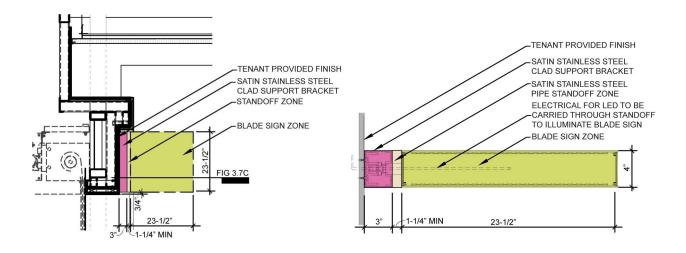


Figure 3.7B Blade Sign Elevation

Figure 3.7C Blade Sign Section

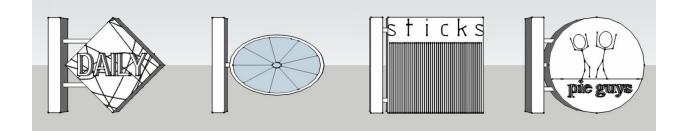


Figure 3.7D Blade Signage

3.4.5 Supplemental Signage

Tenants have the option, with SCDA approval, to integrate branded signage into the storefront design to support the overall store image and give greater visibility from the terminal. Supplemental signage will be located on the storefront and cannot exceed 16 square feet. The size will be measured by circumscribing a rectangle around the main body of the sign. No temporary or handmade signs will be allowed.

3.4.6 Design Requirements

- 1. All Tenant storefront entrance/store identification designs shall be subject to the approval of the APC. Imaginative designs which depart from traditional methods and placement are encouraged.
- 2. Wording of signs shall not include the product sold except as part of Tenant's trade name or insignia.
- 3. Tenants are required to have signs designed as an integral part of the storefront design with letter size and rotation appropriately scaled and proportioned to the overall storefront design.
- 4. The design of all signs, including style and placement of lettering, size, color, materials, and method of illumination, shall be subject to the approval of the APC.
- 5. Signs shall be composed of individual or script lettering. Background panels shall be designed in a manner compatible with the storefront.
- 6. Plastic edge retainers used at the perimeter of sign letter faces shall match in color and finish the face or the sides of the sign.

3.4.7 Menu Boards

Menu boards and other signs must convey information in an organized, simple, and straightforward manner. All graphics must be professionally produced. SCDA reserves the right to reject any signage that is not consistent to the overall design.

1. Tenants are to provide one or more menu boards designed as an integral part of the design concept. These elements should be considered early in the

design process and not as an "add-on."

- 2. Menu boards must have changeable price and menu graphics. Letter height must be legible from the front counter.
- 3. Internally illuminated menu boards are not desirable. Preferable are externally illuminated menu boards using a supplemental light source or LCD monitors displaying the menu.
- 4. SCDA must first approve the use of photographs for food displays, and then photographs must be professionally produced. The graphics design of the menu board is to match the storefront identity in type style and colors. At least two colors are to be used for the primary text, with one additional accent color, and there must be a minimum of two type styles.
- 5. "Daily Special" signs or signs for seasonal or temporary promotions may be integrated into the overall design of the menu board and of the back wall.
- 6. Food and Beverage Tenants have the option to incorporate "Order Here" and "Pick Up Here" signs.
- 7. The design and materials must be consistent with the overall design and colors used in the space. Sign details are to be submitted for approval as part of the entire design package.
- 8. A digital menu board is required to install. The digital menu is allowed to display at entrance for sit-down restaurants.

3.4.8 Construction Requirements

- 1. All metal signs, bolts, fastenings, and clips shall be of enameling iron with porcelain enamel finish, stainless steel, aluminum, brass, baked enamel, or bronze. No black iron materials of any type will be permitted. Angle clips attached to the letter sides will not be permitted.
- 2. All attachment devices, wiring, clips, transformers, lamps, tubes, and other mechanisms required for signs shall be concealed.
- 3. Tenant storefront signs only may be fabricated of carbon bearing steel with painted finish.
- 4. All signs shall be provided with an electrical disconnect at the signage electrical connection location in the Tenant's ceiling within 48" of the sign.
- 5. All letters shall be fabricated using full-welded construction.
- 6. No labels will be permitted on the exposed surface of signs except those required by local ordinance which shall be applied in an inconspicuous location.
- 7. All illuminated signs shall be on a time clock and shall operate one hour before the store opening to one hour past the store closing.
- 8. All signs shall be constructed of premium quality materials and craftsmanship.

3.5 Miscellaneous Requirements

1. The advertising or informative content of Tenant's signs shall be limited to letters designating Tenant's Trade Name only. No additional advertising will

be permitted (i.e. miscellaneous brand names included in its operation.) Crests, corporate shield, or logos may be permitted at the discretion of the APC. The trade name designation shall not specify the merchandise offered for sale or the services rendered and shall contain no advertising devices, slogans, symbols, or marks, such as symbols of credit cards accepted, etc. No advertising placards, banners, pennants, or signs, other than those specifically approved by the APC shall be affixed upon the glass panes or supports of the store window and doors. Neither will they be affixed to the exterior of the storefront or within 10' of the lease line.

- 2. Tenant shall install on the terminal storefront, the numbers only for the suite address in the exact location stipulated by the APC and as required by the ARFF. Tenant shall install a 2" high suite address. Style of letters shall be New Medium Helvetica, color shall be black. Letters shall be installed by means of double sided tape or adhesive material. Address shall be installed at the lower left comer of the Tenant's storefront when faced from the public circulation. Address numbers shall be shown on the elevation drawings.
- 3. If Tenant has a non-customer door for receiving merchandise, it may have uniformly applied on said door in location, as directed by the APC, in 2" high block letters, the Tenant's name and address. Where more than one Tenant uses the same door, each name and address shall be applied. Color of letters will be as selected by the APC.
- 4. Floor signs, such as metal inserts into terrazzo, shall be permitted within the Tenant's lease line, if approved by the APC.
- 5. Televisions or other monitors displaying moving images will not be permitted within the SCZ. Kinetic signs shall have a minimum twenty second interval between changes. Variances may be approved on a case by case basis by the APC.

3.6 Storage

Concession storage space is available for lease. The storage area shall be delivered to the Tenant as shell construction only. The Tenant will be responsible to provide any required enclosures such as demising partitions or chain link fencing at the APC's discretion, if only a portion of the available space is leased. In addition, all finish materials, and lighting fixtures shall be provided by the Tenant. Locations of refrigeration units and coolers shall be coordinated with the APC. All Tenant storage areas must comply with applicable codes.

3.7 Description of Work

3.7.1 General

"SCDA work" shall include and be limited to the purchase and/or installation of all materials and labor of the base building construction. "Tenant work" shall include the purchase and/or installation of all materials and labor of the

improvements described in this section and any other improvements not described in "SCDA work" which are necessary to construct the leasehold.

3.7.2 Structure

The buildings in which the concessions are located have been provided with complete, automatic sprinkler protection except for omissions allowed by the CBC, NFPA 13, and specifically agreed upon with ARFF. As allowed by the building code, Concourses A & B are not a fire-rated structure.

- 1. The floor area shall be measured without deduction for the width of/or space occupied by columns, sprinkler risers, roof drains, structural braces, other structural elements, expansion joints, shear walls or mechanical units that exclusively serve and are located within the premises. Tenant acknowledges that it may be necessary for SCDA to utilize a portion of the leasehold to accommodate shafts, ducts and pipes to serve other Tenant leaseholds above or below. SCDA reserves the right to utilize such area within the leasehold for said purposes, as SCDA shall specify, provided such area is located adjacent to an interior wall other than the storefront and does not exceed 1% of the floor area. Floor area measurements shall include projected storefront area.
- 2. Concourse A leasehold
 - a. The level two floor steel framing is designed to support an additional 20.0 psf partition plus flooring dead load and an 80 psf live load.
 - b. The roof is designed to support a 20 psf live load.
- 3. Concourse B leasehold
 - a. The level two floor steel framing is designed to support an additional 10.0 psf partition plus flooring dead load and a 100 psf live load.
 - b. The structural steel frame system is designed to support an additional 7.0 psf mechanical plus ceiling dead load and a 20 psf live load.
 - c. The roof is designed to support an additional 4.0 psf ceiling dead load and a 20 psf live load.
- 4. Any alterations, additions, or reinforcements to the terminal structure in order to accommodate Tenant's work shall be performed only with the APC's approval. All storefront systems shall either be self-supporting from the flooring system or fastened to the structural steel floor or roof system above. Connections shall only be allowed to the structural steel. No connection shall be allowed to the metal decking. VAV boxes shall be located at reinforced frame locations only.
- 5. There shall be no penetrations of the roof, installation of radio or television antennas or any rooftop equipment without approval by the APC. All roof penetrations and equipment locations required by Tenant and approved by the APC shall be at Tenant's expense and subject to the conditions of APC approval. The APC shall require that all such work shall be engineered and installed at Tenant's cost. For roof penetration, SCDA may require the use of

the original roof contractor to maintain the warranty. Screening devices shall be required and approved at the APC's discretion, and all costs are incurred by the Tenant.

3.7.3 Partitions

- 1. The Tenant shall construct all interior framed partitions and curtain walls within the Tenant's leasehold. All construction shall be noncombustible metal framing to the requirements of the building type within the CBC.
- 2. SCDA has provided 6" metal studs at 16" on center at the demising partitions between the leaseholds. Gypsum board shall be applied by Tenant. Where such partitions fall on structural column lines, at structural shear walls, K-braces or expansion joints that are part of the base building's structural components may extend into the Tenant's leasehold.
- 3. At some locations, SCDA has provided a 1-hour rated service corridor. SCDA has installed 5/8" Type X sheet rock on the corridor side of the wall. Tenant shall install 5/8" Type X fire-rated gypsum board on the Tenant's side of service corridors and electrical room partitions and must provide fire tape. In all cases, all rated walls shall extend fully from the floor to the underside of the roof deck above. Leaseholds along the service corridor shall be provided with hollow metal service doors in metal frames (excluding hardware) as required by the CBC. Tenant may relocate this door at Tenant's expense with prior written approval of the APC. The Tenant is required to repair the corridor wall, floor, and ceiling when a door is relocated.
- 4. The Tenant shall provide 1-hour exit corridors, similar to the service corridor, within the leasehold when required by the CBC.

3.7.4 Plumbing

- 1. SCDA has provided domestic hot and cold water service with ball valve connection either overhead in the Tenant's attic or beneath the concrete floor of the Tenant's leasehold. If located beneath the slab, the Tenant shall extend water service through the slab and into the leasehold, incurring all costs. Domestic hot water is supplied from the house system at 110-120 degrees max. Booster heaters for warmer temperatures (dishwashing, hand washing, etc.) are the Tenant's responsibility.
- 2. SCDA has provided a 4" diameter sanitary sewer line with cap connection to a location under the floor slab near the rear of the leasehold. Refer to asbuilt plans for stub-in locations. The Tenant shall core the floor and make connections to extend sewer as required. The Tenant shall scan all proposed floor penetrations prior to coring/trenching slab to confirm that no base building reinforcing conduit or other utilities are affected. The Tenant shall saw-cut floor locations as approved by the APC, install all plumbing fixtures and rough-in plumbing as required for the leasehold. All vents, risers, etc., shall be installed under the Tenant's scope of work. Tenants shall provide approved receptors for condensate drains, water heater overflow and drain

lines, etc., as required. All mop/utility sinks shall be of cast iron or equivalent construction due to high wear and potential leakage to spaces below.

- 3. Where required by code, the Tenant is to provide a backflow preventer accessible to SCDA personnel. The location must be verified with the APC.
- 4. Natural gas main lines have been provided and located at an exterior distribution point for restaurants and food concession uses only. Refer to asbuilt plans for the location of the gas manifold at the central distribution area. Gas service requests shall be by PG&E and the Tenant. The gas line between the meter and leasehold shall be furnished and installed by the Tenant with a cock valve placed within the Tenant's leasehold. Routing shall be coordinated and approved by the APC.
- 5. Line gas pressure regulators must conform with all CBC, NFPA and ANSI requirements.
- 6. A central grease interceptor has been provided by SCDA. The Tenant shall pipe each individual food concession having pot sinks or any grease producing appliances that discharge into the waste system and connect to the designated grease waste line. Tenant shall be responsible for the proper care, cleaning and maintenance of the grease waste piping required in accordance with all applicable laws and regulations. In no event shall the occurrence and extent of such cleaning and maintenance be (a) less than once a month, and (b) so insufficient that grease is discharged into the waste system.

3.7.5 Fire Suppression

- 1. SCDA has a complete, automatic fire sprinkler protection system installed in accordance with NFPA 13, CBC and ARFF. The Tenant shall be responsible for extending or modifying the existing building automatic sprinkler system into the leasehold.
- 2. Retail leaseholds are required to be designed as Ordinary Hazard Group 2 classification with a minimum design density of 0.20gpm/sq ft in accordance with NFPA 13, section A, 5.3.2.
- 3. The sprinkler head spacing is a maximum of 130 sq ft per sprinkler.
- 4. Kiosks with a solid ceiling are required to have an automatic sprinkler system with a supervised control valve. Routing of the sprinkler line will be from the floor below and must be concealed from public view.
- 5. Any supervised control valve will need to coordinate with the SCDA approved fire alarm contractor (Engineering Monitoring System).

3.7.6 Heating Ventilating and Air Conditioning System

- 1. SCDA has provided a central variable air volume (VAV) distribution system "generally" suitable of meeting Tenant's HVAC requirements. The terminal VAV system has been designed to be based on the following criteria:
 - a. Heating winter inside comfort design temperature: 75°F db.
 - b. Cooling summer inside comfort design temperature: 75°F db.

- c. Outside design temperatures As indicated in the current edition of the ASHRAE Handbook of Fundamentals, 21/2% conditions.
- d. Chilled water coils should be designed for a 20°F temperature differential.
- e. The existing maximum supply air to conditioned building areas is calculated at 2.0 cfm/s.f. The Tenant is responsible for supplying supplemental HVAC if additional air conditioned air or make- up air is required because of increased heat loads in the leasehold.
- 2. SCDA has installed a central building automation system (BAS) within the terminal. SCDA has provided conduit and conductors from the leasehold to the central location of the main control panel to make all connections. The Tenant shall coordinate all requirements of the BAS with the APC during the construction document phase of the project.
- 3. All VAV equipment for Tenant's leasehold, not installed by SCDA, shall be provided and installed by Tenant, at Tenant's expense. The Tenant shall provide the following components of the system:
 - a. The Tenant shall provide electrical power to the VAV box at the stub-in location of the terminal system. After installation, the Tenant shall balance the VAV box.
 - b. The Tenant shall install a low velocity air distribution system within the leasehold. All ducting shall be rigid except 6'-0" flex drops at the diffuser location. Return air to be a plenum system unless otherwise noted. Tenant's system to include VAV box thermostat, supply air ducting, dampers, motors, registers, and smoke detectors.
 - c. The Tenant shall provide and interconnect from VAV box to the BAS utilizing SCDA approved contractor.
 - d. The Tenant shall locate SCDA approved type thermostat and/or space temperature sensor to work with Tenant's layout. Tenants shall provide thermostat control wiring.
 - e. If the Tenant requires additional cooling or heating capacity, the Tenant shall make arrangements with the APC to obtain additional air and a larger VAV box at the Tenant's expense, if excess central air is available.
 - f. Fire dampers will not be required as a portion of the VAV system per ARFF, but final determination is subject to Building Department review and approval.
- 4. The Tenant will engineer the HVAC system to serve the leasehold complete with ducted supply and plenum return air. It is essential that the Tenant's engineer be completely familiarized with the central VAV system and all requirements pertaining to that system. The design of the low velocity system, including location of controls, is subject to the APC's approval prior to the installation. Such approval does not warrant performance of Tenant's distribution system, nor does it warrant the correctness of Tenant's engineering.
- 5. The Tenant's mechanical design to be completed per all governing codes

including California Code of Regulations, Title 24 Energy Compliance and shall include:

- a. Details of VAV unit installation, including suspension system from the terminal's structural steel roof structure with seismic bracing, if relocated from the APC's suggested installed location.
- b. Air distribution from the VAV terminal box per SMACNA low velocity standards and details, including supply and plenum return air distribution to all supply and return registers. Distribution system shall be furnished with all necessary air control devices to properly control supply and plenum return air. No openings for fans, outside air intakes, vents, louvers, grilles or other devices will be installed in any demising partitions, exterior walls or roof without APC's written approval. All penetrations through exterior walls and roof will require calculations by State of California licensed structural engineer. Penetrations through full height Tenant walls shall be made with return air transfer grilles.
- c. Smoke detectors shall be provided as required by the California Mechanical Code to achieve fan shut down for fan capacities greater than 2000 CFM. Tenant's contractor needs to coordinate with SCDA approved contractor to interconnect the smoke detectors with the base building fire alarm system.
- d. Exhaust Fans: SCDA has provided a common exhaust duct at select locations. The Tenant is required to tie into that duct for all their exhaust needs. Refer to as-built drawings for exact location as building conditions will not allow exhaust at all leaseholds. Additional exhaust must be coordinated with the APC at the Tenant's expense.
- 6. The Tenant's HVAC electrical design shall include complete and satisfactory operable low voltage electric controls and power wiring to the VAV terminal Box and electric damper in accordance with all governing codes. Tenant shall be responsible to insure and verify the proper operation of the room thermostat controls and energy management system.
- 7. HVAC for Food and Beverage, Cosmetic Salons etc.
 - a. Air balance of any exhaust and make up air system is the responsibility of the Tenant and the Tenant will furnish (2) copies of a certified air balance report. The SCDA specification of HVAC conditions is predicated on the correct balance, to SCDA's satisfaction, of Tenant installed mechanical systems.
 - b. All exhaust fans must be electric motor driven, provided with back draft damper interlocked with light switch. Exhaust fan shall be a type to prevent excess grease from being deposited on the roof.
 - c. No exhaust or vent will be located within 20' (in any direction?) of any supply or air intake.
 - d. No openings for fans, vents, louvers, grilles or other devices will be installed in any demising partition, exterior wall or roof without the APC's

written approval.

- e. Kitchen hoods, exhaust systems and makeup air units for food preparation shall be protected by a Health Department and Sacramento Airport Fire approved chemical extinguishing system in the exhaust hood and sprinkler heads in the duct work in accordance with the requirements of the jurisdictional authorities, CBC and UL 300. The hood and duct extinguishing system shall be supervised by the fire alarm system.
- f. Filters used in all exhaust systems shall be provided with access panels, in each Tenant leasehold. Tenant shall contract with a qualified service company for the repetitive maintenance of the filters and provide the management with a copy of the service contract a minimum of 10 days prior to the Tenant's opening for business. Exhaust hood ducts and makeup air units shall be in a 1-hour constructed mechanical chase.
- g. Condensate or drainage lines for refrigeration and/or air conditioning must terminate in accordance with the requirements of jurisdictional authorities and SCDA's insurance carrier. Food and Beverage Tenants shall maintain a negative air flow from the terminal common areas into the leasehold when odors or fumes are present. This negative flow shall equal 10% of the Tenant's total CFM requirements. Odors shall be defined as any scent from food processing, materials, processes, services which are detectable beyond the lease line.
- h. For remodels involving existing Tenant spaces, the Tenant's mechanical engineer shall provide a report to the APC outlining the condition of any existing HVAC equipment. The report shall include recommendations necessary to service or replace the existing mechanical equipment. No equipment in excess of 15 years of age shall be reused. All abandoned HVAC units shall be removed from the building by the Tenant.
- i. Where required, roof mounted equipment platforms may be provided at Tenant's expense for food concession exhaust fans, make up air fans, etc., with APC approval.
- j. Tenant's utilizing commercial cooking equipment must provide the appropriate number of Class K fire extinguishers as required by code within the leasehold.

3.7.7 Electrical System

- 1. By state, federal and county ordinances, <u>SCDA has very specific restrictions on</u> <u>the electrical systems used within the Concourses.</u>
- 2. SCDA has provided facilities for the delivery of 480V, 3PH, 3W at central distribution points (electrical rooms). The Tenant shall verify exact locations to serve specific leasehold with the APC. The Tenant is provided with power based on average square footage requirements for retail and food concessions. An electrical monitoring device and disconnect shall be provided per leasehold at a central monitor location to be determined by SCDA.

- 3. SCDA has provided an empty conduit from the electrical room to the leasehold with a pull string. If the Tenant requires a different size of main electrical service, disconnect switch and/or additional empty conduits, the Tenant may submit a request to the APC for additional power. If available, the Tenant will be provided with additional power at Tenant's expense.
- 4. The central energy management system has been installed by SCDA in the form of a Building Automation System (BAS). SCDA has provided a wire and the conduit serving the leasehold. SCDA shall connect the Tenant's VAV box and control system to the BAS terminating at the main control panel. The Tenant shall contact the APC regarding the requirements of the energy management system and provide all interfacing beyond the conduit provided by SCDA. BAS conduit shall be stubbed into the leasehold above the ceiling line.
- 5. The Tenant shall provide all electrical feeder conductors from the leasehold to the terminal's central distribution point in the conduit provided in the base building construction. Tenant shall verify an existing PMCS Meter Device and provide an approved PMCS Meter Device if the existing PMCS meter is not functional. Electrical usage will be metered and billed by SCDA. The Tenant will extend the main service conduit from the stub-in location to the Tenant's panel locations. Tenant shall install any required transformers, electrical panels, subpanels, time clocks, disconnects, etc., alarm systems and all electrical distribution within the electrical room as directed by the APC. The Tenant shall provide all telephone and communications equipment within the leasehold.
- 6. The Tenant's electrical contractor shall comply with the latest edition of the National Electrical Code (NEC) as well as all local codes and ordinances. Tenant shall be required to furnish and install smoke detectors as required by the CBC, NFPA, UMC and the NEC.
- 7. Small satellite dishes, USSB dishes, antennas, etc., may be mounted on the terminal roof only with the approval of the APC. Cables shall be run as directed by the APC in terminal cable trays only from the antenna location to the leasehold. Roof penetrations must comply with 3.6.2 Structure of this manual.

3.7.8 Lighting

- 1. General Requirements
 - a. The APC will be looking for lighting solutions that minimally impact the existing building architecture while creating visual interest for the Tenants.
 - b. The Tenant's designer shall review all contractor lighting submittals for compliance with the APC approved plans.
 - c. All light fixtures shall be provided with independent seismic bracing and safety wires per the CBC.
 - d. General lighting refers to interior leasehold lighting that is beyond the back

edge of the SCZ.

- e. Lighting controls with automated astronomical time-clock shut-off shall be provided by the Tenant.
- f. All fixtures shall be UL listed.
- 2. Signage Lighting
 - a. All lamps or LED's within signage shall have an efficacy of +75 lumens per watt.
 - b. All signage shall not exceed 90 [cd/ft2].
 - c. All blade and parallel signage shall be internally illuminated or illuminated in silhouette.
 - d. No lamps or LED's shall be visible from the public's view of signage.
- 3. Lighting external to the leasehold, not associated with signage, is prohibited.
- 4. General Lighting
 - a. The peak candela distribution for each lamp shall not be directed external to the leasehold.
 - b. All light external to the leasehold shall be confined to a radius of 10' measured at the floor.
 - c. All light passing through display windows or the entrance shall be directed less than 90 degrees from nadir or less.
 - d. Displays within the leasehold shall not exceed luminance ratios greater than 20:1.

3.7.9 Asbestos

The Terminals A & B facility under the standards of SCDA and the CBC is an asbestos free structure. No Tenant or Contractor shall utilize any known asbestos agent or material in the construction of any leasehold within this terminal. Prior to the Tenant's commencement of any such remodeling, alteration and/or construction in the leasehold, the Tenant shall notify the APC in written format that all construction materials to be used within the leasehold shall be totally free of any asbestos materials or materials known to be of a hazardous nature. The APC should suspect otherwise, the APC may cause an environmental audit of the leasehold in order to determine if there are any asbestos containing materials being used in the terminal. If asbestos be found in any space in the leasehold, SCDA shall remove all identified materials at the Tenant's expense, plus SCDA's cost and fees.

3.7.10 Fire Alarm System

The base building is provided with a fire alarm system. The Tenant shall modify or provide additional visible and audible notification appliances within the leasehold as necessary for compliance with NFPA 72. The additional notification appliances shall be interconnected with the base building fire alarm system utilizing SCDA approved contractor.

3.7.11 Acoustics

Tenants are required to minimize the transmission of sound from their

leasehold. The Tenant must provide the following as a minimum.

- 1. Noise Control:
 - a. Equipment Noise Control: Tenant shall provide noise control for all Tenant equipment, including but not limited to the HVAC system such that NC Level outside a leasehold as a result of the equipment is limited to NC=40 in any adjacent occupied space. In the event the equipment produces pure tone components, an NC criterion, which is 5 decibels lower will be used.
 - b. All equipment, including but not limited to the HVAC systems, shall be vibration isolated from the structure. As a minimum, provide vibration isolation equal to that indicated in ASHRAE, Sound and Vibration Chapter 46, Table 45 Selection Guide for Vibration Isolators, 2019 Edition.
- 2. Sound Isolation: Space planning for adjacent Tenants will need to be considered and the Tenant's design team should inquire as to adjacencies. The minimum sound transmission class (STC) value between leaseholds shall be:

	Business Center	Café	Concession Storage	Duty Free	News	Passenger Service	Quick Serve	Retail	Sit Down	Terminal	Toilet
Business Center	50	50 ¹	45	50	50	50	50	50	50	45	50 ¹
Café		45 ¹	45 ¹	45 ¹	45 ¹	501	45 ¹	45 ¹	45 ¹	45 ¹	50 ¹
Concession Storage			40	40	40	45	40	40	40	40	40
Duty Free				45	45	50	45	45	45	45	50 ¹
News					45	50	45	45	45	45	50 ¹
Passenger Service						50	50	50	50	45	50 ¹
Quick Serve							45	45	45	45	50 ¹
Retail								45	45	45	50 ¹
Sit Down									45	45	50 ¹
Terminal										-	50 ¹
Toilet											45

 1 Double wall, if there is plumbing piping within the wall to isolate plumbing noise

- 3. Impact Isolation Criteria (IIC): Provide a minimum of IIC=50 rating for all leaseholds with hard surfaced (wood, stone, ceramic tile, etc.) floor areas above occupied spaces.
- 4. Background music and paging systems: Music and background paging systems are permitted within the leasehold upon SCDA approval. However, the volume of sound must be controlled to limit the levels to the leasehold boundaries and not intrude into the adjacent spaces so that the background paging and emergency messaging system can be clearly heard without

interference from leasehold sound systems. The noise from any leasehold to the exterior or adjacent spaces shall not exceed NC=40 except in business center and passenger service where NC=30 is permitted.

3.7.12 Information Technology

- 1. General Requirements
 - a. The Tenant shall coordinate with the SCDA IT Division for telephone and data services. Leaseholds have been provided with communication conduits that provide the pathway from the leasehold to the SCDA IT room. Each space is provided with two, 1-1/4" conduits. These conduits terminate in a junction box located in the ceiling above the leasehold. The Tenant is responsible for providing conduit from the junction box to their individual telecom outlets. In some locations, conduit from the Tenant telecom outlet will be routed directly to a nearby cable tray. The cable tray then provides the path to the SCDA IT room. This conduit shall also be provided the Tenant.
 - b. The Tenant is to provide a detailed description of their telephone and data requirements to the SCDA IT Division. These shall include the quantity and type of cable from the SCDA IT room to the leasehold, any specialized outside data circuits such as T1's, and specific network requirements. Ordering of specialized circuits is the responsibility of the Tenant. Drawings shall also be provided showing the locations where these cables and circuits are to terminate.
 - c. The Tenant shall not be allowed to install their own cabling. Once the cabling requirements have been provided to the SCDA IT Division, a SCDA designated contractor will install and test the cabling. SCDA has standardized on conduit for all their cabling and termination hardware. All voice and data cabling shall be Category Six or better. The costs associated with the installation of Tenant cabling shall be the responsibility of the Tenant.
- 2. Telephone Service
 - a. The Tenant may elect to obtain telephone service from a local provider or utilize the SCDA VoIP Shared Tenant Services (STS) telephone system.
- 3. Data Services
 - a. The Tenant shall utilize the SCDA local area network for all data services. Local servers and routers are the responsibility of the Tenant and are to be located within the leasehold. The Tenant may request that servers and routers be co-located within SCDA rooms designed to house this type of equipment. SCDA utilizes Cisco network equipment.

4. FIDS Boards

a. The Tenant shall provide FIDS boards inside sit-down areas so customers can monitor their flights while eating.

3.7.13 Return Policy

If the Tenant discontinues its lease or decides to relocate to a different leasehold within the airport terminal, the Tenant is required, prior to vacating, to return the leasehold back to the original condition at the pre-construction walk-through as agreed to by the Airport/County.

4.1.1 Insurance Requirements

The Tenant's General Contractor and all sub-contractors involved with the construction process are responsible for procuring and maintaining through the duration of the construction, insurance against claims for injuries to persons or damages to property which may arise from or in connection with improvements to the leasehold.

SCDA shall require verification in the form of certificates evidencing coverage of the following required insurance prior to construction:

- 1. Worker's Compensation
- 2. Comprehensive General Liability
- 3. Comprehensive Automobile Liability Note: Higher coverage applies for vehicles operating on the AOA.
- 4. Professional Liability

All insurance policies shall include SCDA, its agents, its Architects and any other parties designated by SCDA as additionally insured. Actual limits shall be provided by the APC and additional provisions shall apply to all policies including but not limited to: Acceptability of Insurers; Maintenance of Coverage; Professional Liability Provisions; and Waivers of Subrogation. SCDA retains the right to review the coverage, form, and amount of the insurance and may require the Tenant to obtain additional coverage if deemed insufficient.

4.1.2 Bonds

The General Contractor shall be bonded in the amount of 125% of the cost of the Tenant construction. The bond shall be in the form of a performance and materials bond. The bond shall be made out to Sacramento County Department of Airports. The bond shall be presented to SCDA prior to the start of construction.

4.1.3 **Prevailing Wages**

California prevailing wages are enforced to all labor under direct contract to SCDA. The Contractor in direct contracts with labor on the Tenant construction utilizing private funding shall not be required to pay prevailing wages. However, for all work which the Tenant's General Contractor utilizes SCDA Contractors, the Contractor shall pay prevailing wage at the rates published in the California State Prevailing Wage Act.

4.1.4 Pre-Construction Meeting

It is the intention of SCDA to ensure a smooth and steady construction process for each individual Tenant. The Tenant's construction drawings have been through an extensive review process to confirm compliance with SCDA criteria. During the pre-construction meeting, the Tenant's General Contractor will be

made aware of the Tenant/SCDA relationship and the obligations of the Tenant General Contractor while acting as the Tenant's construction agent. Any concerns should be addressed at this time. All preventative measures taken at this meeting could save time and money in the construction process.

Specific requirements will be discussed during the pre-construction meeting. The General Contractor is responsible for ensuring that all subcontractors involved with construction are fully aware of all information contained in this manual.

SCDA approved construction drawings will be reviewed during this time. The General Contractor will be made aware of all stamped and written comments on these drawings. All comments shall be incorporated into the actual leasehold construction. Approved plans shall be kept on jobsite at all times and shall be readily available to the APC upon request.

4.1.5 **Premises Acceptance**

Upon completion of the pre-construction meeting, the General Contractor will accompany the APC to the leasehold. Logistics, mechanical and electrical services, existing conditions, etc., will be reviewed at this time. The General Contractor and APC will review storefront lease line conditions and make note of any existing damage (i.e., soffit, neutral piers, flooring, etc.). The Tenant's General Contractor will accept the space and be responsible for the leasehold from this date forward.

4.1.6 Barricades

SCDA provides a closure partition at unoccupied leasehold storefronts. Prior to construction, the General Contractor shall remove the closure partition at the APC's direction and install an approved full height barricade with a floor to ceiling 8 mil polyethylene dust barrier. *Reference Figure 4.1A*.

The barricade shall be placed so that it does not inhibit storefront construction or public circulation. It must be constructed personnel from entering the site and help contain noise and dust within the space. The General Contractor shall provide either a combination lock on the barricade door and provide the APC with the combination or a lock-box at the door with the key inside and provide the APC with the combination to the lock-box.

Damage to SCDA finishes caused by demolition or construction of the barricade will be incurred by the General Contractor. Signage may not be installed on the barricade exterior unless authorized by the APC. If any portion of the store remains open during construction, a barricade is required between the construction activity and the public circulation. In the event the APC determines the public's welfare is compromised, all construction will be stopped until such

from metal studs and gypsum board, be fully taped, spackled and painted and must remain rigid, square and plumb throughout leasehold construction. The General Contractor shall verify all code requirements (entrance/exit routes, fire protection, etc.) before the barricade is installed. Relocation or removal of the barricade will be authorized by the APC and must be scheduled at least 48 hours in advance or 2 working days. Terminal flooring underneath the barricade must be protected with plywood, carpet, masonite or other durable materials specified by the APC.

The General Contractor is responsible for maintaining the area surrounding the barricade. If dirt or dust escapes from the construction site into the common area, the General Contractor may be charged a "clean-up" fee for work performed by SCDA personnel. All barricade doors, including rear exit doors, shall remain closed during construction activity. This will prevent unauthorized condition is corrected.

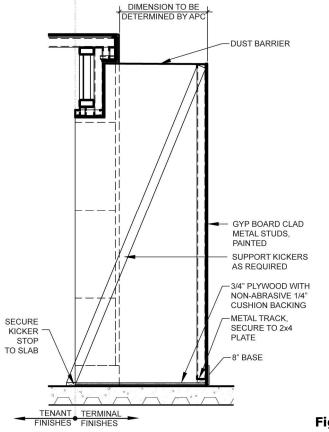


Figure 4.1A Construction Barricade Section

4.1.7 Demolition

Demolition shall not interfere with the daily operation of adjacent SCDA Tenants or common areas. Be aware of work, painting, saw-cutting or excessive vibrations that can disrupt or damage adjacent Tenant spaces and/or surrounding areas. Remove all existing electrical, mechanical, plumbing and

other utilities and equipment to the source. Do not abandon in-place any unused equipment.

4.1.8 Noise and Odors

If excessive noise or odors are identified by SCDA personnel, the Tenant's General Contractor shall terminate work immediately and will take immediate means to rectify the situation.

4.1.9 Trash Removal

The APC shall designate a central location for Tenant's trash receptacles and temporary toilets for use during construction. All trash and debris shall be removed on a daily basis and properly deposed in the Tenant trash receptacles. Should the General Contractor fail to properly maintain the premises in a clean and workable condition, SCDA may have the refuse removed and bill the Tenant for all costs incurred.

4.1.10 Floors

The Tenant's General Contractor is required to be present during the entire concrete pouring process, where required, to ensure that the concrete contractor is aware of and complies with the following requirements:

- 1. All concrete pours shall be scheduled with the APC 48 hours in advance.
- 2. The route from the concrete to the leasehold shall be protected with 8 mil polyethylene dust barrier and plywood. This includes the area directly below the truck trough.
- 3. Concrete moving equipment that produces noxious fumes is not permitted in the terminal. Only manual equipment shall be utilized.
- 4. When pumping concrete to the site, provide wood blocking below the coupling flanges. The flanges shall not rest on the deck. This should prevent damage to the finished floor.
- 5. A wash-out site will not be provided. Concrete trucks shall be taken off SCDA property for washing, rinsing and cleaning.
- 6. All ducts, fire dampers, pipes, cleanouts, etc., shall be protected from concrete exposure. Equipment must not be rendered inoperative or inaccessible due to the concrete pour. The Contractor shall confirm that all necessary forms are in place before the pour.
- 7. Concrete floor slabs within the interior of the leasehold and at any entrance shall have a smooth finish. Such floor shall be on a single plane without depressions or raised areas.
- 8. All floor penetrations shall be water tight. The Contractor shall be fully responsible for any damage resulting from the Tenant's Contractor. The Contractor shall verify the location of all utilities prior to coring or cutting. Any resulting damage to the base building shall be repaired and the Contractor will incur all costs for resulting damages. All core drills shall be filled with fire proofing or mortar. Prior to core drilling the Contractor shall x-ray or fluoroscope the slab to remain clear of structural elements and

utilities. The APC is required to approve the scheduling of all penetrations.

- 9. The Contractor may be required to remove and store floor mounted light fixtures at the APC's direction. Proper care must be taken not to damage the SCDA floor and fixtures, as well as provide a flat flooring transition.
- 10. All new or abandoned penetrations of terrazzo flooring will be made by the SCDA Terrazzo contractor at Tenant's cost.

4.1.11 Plumbing

The General Contractor shall verify that the plumbing subcontractor is aware of and complies with all SCDA comments on the approved construction drawings.

- 1. The APC will designate sanitary, domestic water, air vent and other utility lines to be used. These utility lines may exist outside the leasehold. The General Contractor is responsible for extending utilities into the leasehold.
- 2. Copper, cast iron, steel or any other code-complying metal shall be used for all piping. PVC piping may not be used below grade or in return-air plenums.
- 3. All cold-water supply lines shall be insulated. The General Contractor must ensure that the insulation material is plenum rated if applicable.
- 4. Ensure that all sanitary cleanouts are exposed and remain accessible. Since many trades can affect this requirement, the General Contractor shall ensure that all subcontractors are aware of existing cleanouts. Locations must be coordinated with the APC.
- 5. The General Contractor shall ensure that the plumbing contractor does not leave any uncapped or open sanitary or vent lines, etc.
- 6. Work requiring access to lower-level spaces shall be coordinated by the General Contractor with the APC. Any damage caused by this work shall be corrected by the Contractor at his expense.
- 7. When construction is complete, all sanitary lines shall be "rooted out."
- 8. A gas manifold has been provided by SCDA. The APC shall direct the Contractor on routes, type of support, etc., for piping. The use of natural gas is permitted for cooking (process loads) operations only. The system is not designed to supply:
 - a. Unit (air) heaters or space heating
 - b. Jeweler's torches or any other type of equipment
- 9. Enclosure requirements should be code compliant. Vented shafts, chases, etc., may be required along the route.

4.1.12 Electrical

The General Contractor shall ensure that the electrical subcontractor is aware of and complies with all SCDA comments on the approved construction drawings. The General Contractor shall contact the APC prior to bidding to determine specific, custom requirements to be utilized within the terminal.

1. Temporary power may be available from a source designated by the APC. All temporary wiring used during construction (e.g., phone, power, etc.) shall be in conduit and removed before project completion.

- 2. All permanent wiring shall be in rigid conduit with compression fittings. Flexible conduit may not be used for extended runs, runs which extend outside the Tenant leasehold or in within demising partitions. Flexible conduit may be used in lengths of up to 6' for finish connections only.
- 3. The type and size of the electric service will be specified by the SCDA approved construction drawings and specifications. The APC will designate the power source, routing from the sources to the leasehold and labeling. The General Contractor and APC should walk the route to verify the methods of attachment, support, penetration, etc., until they are fully understood.

4.1.13 Heating, Ventilating and Air Conditioning

The General Contractor shall ensure that the HVAC subcontractor is aware of and complies with all comments on the approved construction drawings.

- 1. Any existing equipment to be reused shall be made "like new." This is applicable to air-handlers, condensing units, duct work and any other portion of the HVAC system. The APC may request that reused ducts be replaced if their integrity cannot be maintained.
- 2. HVAC equipment that produces a discharge or requires a drain shall be tied into the drainage system. Roof equipment cannot drain onto the roof. Tie-in requirements shall be coordinated with the APC.
- 3. All roof equipment (new or reused) shall be labeled with the store name and leasehold number. 2" white vinyl letters will be used on two sides of the equipment.
- 4. Exhaust ducts penetrating the roof shall be located at least 20' away from any fresh-air intake. A duct extending higher than the tallest air intake may be required if the 20' distance cannot be achieved. Locations and routes shall be coordinated with the APC.
- 5. The APC will determine the supply-air, fresh-air, relief-air taps, etc., to be used. Any unused supply- air taps shall be capped and sealed. Air may not blow freely from any tap unless a VAV box is attached.
- 6. A flexible high velocity duct (maximum length 4') will attach the VAV box to the supply-air tap. The General Contractor shall ensure the HVAC subcontractor does not install any dips, bends or turns at this attachment. Any "kinks" may cause the VAV box to become inoperative.
- 7. The HVAC system supplies air to various areas of the terminal and leaseholds. Attachments into the supply-air must occur when the system is off. Verify times with the APC.
- 8. When the system is ready for start-up, the APC shall be notified at least 24 hours in advance, allowing time to schedule an operation inspection. The system shall be 100% operational before the store opening.
- 9. An air balance of the system must be performed by an independent temperature controls contractor and a certified air-balance report is required before the store opening.

The General Contractor's construction deposits will not be processed in return until this report is received.

- 10.HVAC electrical installation shall include complete and satisfactory operable low voltage electric controls and power wiring to the VAV terminal box and electric damper in accordance with all governing codes.
- 11.Any controls work needs to be done by SCDA approved contractor as they have complete access to Airport Alerton building control systems.

4.1.14 Roof Deck

The General Contractor shall coordinate any work that requires modifications to the existing roof with the APC. The General Contractor shall ensure that all associated subcontractors (i.e., HVAC, electrical, etc.) are aware of the roof requirements.

- 1. Typically, any opening in the roof greater than 6" x 6" requires additional steel reinforcing. This steel shall be installed before cutting the roof. Drawings showing the roof framing must be approved by a licensed structural engineer.
- 2. The General Contractor shall coordinate access to the roof for his subcontractors. Access shall be through the applicable roof hatches. Ladders, lifts, ropes, etc., shall not be used for access unless specifically approved by the APC.
- 3. Pipes, conduit, ducts, antennas or other equipment penetrating all rooftops, if allowed by the APC, shall penetrate vertically through the roof directly below the serviced equipment, when possible. Because most of the roof is curved, penetration will only be allowed in certain locations.
- 4. Antennae are permitted on the roof only after an antenna agreement has been executed between SCDA and the Tenant. This includes satellite dishes, USSB, Muzak dishes and any other transmission or receiver devices. All units shall be located at a point approved by the APC. Because most of the majority of roof is curved, penetration will only be allowed in certain locations. SCDA may dictate location on the antennae farm for installation of any antennae.
- 5. All creating materials, unused equipment, trash, debris, etc., shall be removed from the roof upon completion of work by the General Contractor, who may be assessed a "clean-up" fee if removal of debris, equipment, etc., is performed by SCDA personnel.
- 6. Equipment of any kind shall be carried over roof expansion joints. Do not drag, drop or manhandle any other equipment across the roof. The cost of repair for damage caused by any subcontractor will be deducted from the General Contractor's bond.
- 7. Equipment placed on the roof shall not be visible from any point on the airport site. Coordinate locations with the APC.
- 8. SCDA may require the use of its approved roofing contractor for any roofing work in order to maintain the roof warranty. Any modifications to the roof

shall not void roof warranty.

4.1.15 Fire Suppression

The General Contractor shall ensure that the fire protection subcontractor is aware of and complies with all comments on the SCDA approved construction drawings.

- 1. The General Contractor shall ensure that the fire protection subcontractor submit drawings to ARFF. Approval must be obtained before commencing any work.
- 2. Many leaseholds have more than one sprinkler main within the space (both SCDA and Tenant supply lines). The APC shall designate the sprinkler supply line to be used.
- 3. System control valves are required for the automatic sprinkler protection serving each Tenant leasehold.
- 4. The sprinkler system is monitored by the main airport fire alarm system, airport security and various alarm companies. Contractors must not tamper with these systems. All sprinkler systems must be monitored by the base building fire alarm system.
- 5. Before a shut-down for final connection can occur, the system shall be hydrostatically tested and made ready for "tie-in". The General Contractor shall schedule a date and time for system shut- down, which should be scheduled a minimum of 5 days in advance with the APC in order to notify ARFF. The system is required to be reactivated at the end of each workday, prior to the contractor leaving the site. A shutdown fee may be charged for each system shutdown. Payment shall be made in the form of a check in the amount specified by the APC. Check shall be made payable to Sacramento County Department of Airports.
- 6. A minimum of two fire extinguishers must be located on the job site through construction.
- A "fire-watch" shall be provided at all times during field welding operations. Sacramento Airport Fire requires a 48 hour advance notification prior to any welding being performed.
- 8. Ansul system requires a yearly test and gas pipes shall be remained clean and free of grease build up. Clean piping prior to working on system. (Food Concessions with Gas appliances)

4.1.16 Fire Alarm System

Leaseholds that require additional or relocated occupant notification appliances will require the involvement of SCDA's approved fire alarm contractor. All fire alarms must be monitored by the base building fire alarm system.

4.1.17 Life Safety

All life safety requirements associated with the Tenant's construction is based on the initial code review of the base building. Smoke detection, egress routes, etc., are unique to each leasehold. All Tenant systems shall be connected to the

terminal fire alarm systems and shall be coordinated with the APC. The Tenant's General Contractor and his subcontractors shall be aware of all comments on the approved construction drawings.

4.1.18 Demising Wall

SCDA has installed 6"(x 20 gauge??) metal studs, 16" O.C., floor to structure above. The General Contractor shall verify that the drywall Contractor installs a minimum of one layer 5/8" fire-rated gypsum board, fire-taped and spackled from floor to ceiling.

- 1. The demising wall will be located per dimensions indicted on the SCDA leasehold layout drawing. Any dimensional inconsistencies between the leasehold drawing and the SCDA approved construction drawing should be brought to the immediate attention of the APC.
- 2. Demising walls do not possess structural value. The General Contractor shall provide structural reinforcement if Tenant's construction is attached to or supported from the demising wall. Structural drawings must be prepared by a licensed structural engineer.
- 3. If the area above the ceiling is used as a return-air plenum, the number and size of return-air openings will be indicated on the SCDA approved construction drawings. The General Contractor shall secure these openings with a screening specified by the APC or the Inspector.
- 4. Wall display standards may not be recessed into any fire-rated demising walls. A second layer of drywall must be used to conceal the standards.

4.1.19 Ceiling

Construction cannot be attached to the terminal's finished soffit, floor or roof deck above, as these components are not designed to support additional loads. Ensure that ceilings are supported from the structural steel, bar joist, purlins, etc., and are not attached to the roof deck or soffit in any fashion.

- 1. If the area above the ceiling is used for a return-air plenum, the General Contractor must ensure that all ceiling components are plenum rated. No combustible materials shall be installed in the plenum.
- 2. Maintain access to all Tenant and SCDA equipment above the ceiling per all codes and maintenance requirements. Coordinate access panel locations with the APC, the building inspector and SCDA approved construction drawings.
- 3. If Tenant desires ceiling elevations higher than those permitted, relocation of plumbing, electrical, mechanical, fire protection, etc., will be at Tenant's expense. Use of SCDA subcontractors may be required to relocate airport utilities at Tenant's expense.
- 4. An expansion joint must be incorporated into the ceiling construction if present within the leasehold. The General Contractor shall verify code requirements with the governing agency. SCDA approval is required for

aesthetic treatment of this joint.

5. Provide a securely attached permanent fabric netting under existing sprayed fire-resistive material. Netting material to be flame retardant meeting NFPA 701 test method 2 and submit a data sheet for SCDOA's approval. Netting material shall not exceed 1" diamond shape openings and install netting does not exceed more than 1" below the existing sprayed fire-resistive material. The perimeter of the netting is 3/16" wire rope secured with self-tapping 3/16"screws with fender washers, to the steel pan deck and attached every 18" O.C.. Install netting as close as possible to the top flange of purlin.

4.1.20 Storefront Signs

The General Contractor shall ensure that the sign subcontractor is aware of all comments on and requirements of the approved shop drawings. SCDA approval is required before sign fabrication. Failure to submit shop drawings may prohibit the storefront sign from being installed. Temporary signs will not be permitted for store openings.

- 1. Location of all openings for conduit and sleeves in sign panels of Tenant's storefront walls shall be indicated by the sign Contractor on drawings submitted to the APC.
- 2. Installation shall conform to the approved drawings.
- 3. Tenant is fully responsible for the actions of its sign Contractors, including the repair of any damage caused by the signage Contractors. Ladders, cranes, scaffolding or other equipment used for the installation of signs will not be permitted in the terminal during normal business hours or major flight hours.
- 4. All penetrations of the building structure required for sign installation shall be performed neatly. The Tenant shall insure the Tenant's storefront will support the weight of the signage.
- 5. The Sign Contractor shall repair any damage to any work caused by his construction operation.
- 6. No exposed raceways, crossovers or conduit will be permitted.
- 7. All cabinets, conductors, transformers and other equipment shall be concealed.
- 8. Any unpatched anchors or visible wall imperfections should be repaired even if not generated by current tenant when installing new signage.

4.1.21 Asbestos

Sacramento International Airport under the standards of SCDOA and the CBC is an asbestos free structure. No Tenant or Contractor shall utilize any known asbestos agent or material in the construction of any space within this terminal. Prior to Tenant's commencement of any such remodeling, alteration and/or construction in the leasehold, the Tenant shall notify the APC in written format that all construction materials to be used on the leasehold shall be totally free of any asbestos materials or materials known to be of a hazardous nature.

Should the APC suspect otherwise, the APC may cause an environmental audit of the leasehold in order to determine if there are any asbestos containing materials (ACM) being used in the building. Should asbestos be found in any space in the Terminals, SCDOA shall remove all identified materials at the Tenant's expense, plus SCDOA's costs and fees.