

# PRE-CONSTRUCTION

## PRE-CONSTRUCTION MEETING

## PERMITS & LICENSING

A minimum of five (5) days prior to starting construction, the CONTRACTOR shall contact the FIELD TENANT COORDINATOR to arrange a Pre-Construction Meeting at the site. Attendees should include the GENERAL CONTRACTOR, Superintendent, and major Subcontractors to be used in the construction.

At the Pre-Construction Meeting the GENERAL CONTRACTOR shall provide the following:

- BUILDING PERMIT**  
A copy of each of the Local Building Permits and, if applicable, Health Permits.
- WORKERS COMPENSATION CERTIFICATE**
- INSURANCE CERTIFICATE**  
The Certificate of Liability Insurance should be in the minimum amount of \$2,000,000, in the aggregate, \$1,000,000 each occurrence and should reflect the following as "Additional Insured"  
**Del Amo Fashion Center Operating Company, L.L.C., Simon Management Associates II, L.C. and Simon Property Group, Inc.**

### 4) TWO FULL SIZE COPIES OF FINAL LANDLORD APPROVED PLANS.

### 5) PERFORMANCE, LABOR and MATERIAL BOND

### 6) SUBCONTRACTORS LIST

The subcontractors list shall set forth the name, address and telephone numbers (and emergency numbers) of TENANT'S General Contractor and Subcontractors.

### 7) PRECONSTRUCTION FEES (not subject to waiver or cap)

**A) Construction Deposit**  
A construction deposit, in the amount of \$5,000.00 from which the LANDLORD may deduct LANDLORD'S cost to repair damage to common areas or other Tenants, caused by Tenant's contractor(s).  
Make the check payable to: **Del Amo Fashion Center Operating Company, L.L.C.**

### B) Prepayment Check

Landlord reserves the right to provide and/or install any of the following for Tenant's Contractor at Tenant's Contractor's expense (contact the Tenant Coordinator for specific items elected by Landlord). In the event Landlord does not elect to provide and/or install any of the following, the same shall become Tenant's Contractor's responsibility at Tenant's Contractor's expense.

The General Contractor will be required to provide a cashier's check, Federal I.D. number included, as advance payment for services, material, construction, etc. as noted below.

Make the check payable to: **Del Amo Fashion Center Operating Company, L.L.C.**

Contact Field Tenant Coordinator for applicable items and associated costs.

ITEM	COSTS PRIOR TO OPENING
A. Electrical Power Consumption	\$0.98 / sf
B. Mall Border Tile/ carpet for Tenant's Entrance	\$15.00 / sf
C. Temporary Dumpster / Trash	\$0.96 / sf
D. Temporary Toilets	\$0.29 / sf
E. Site Access / Traffic Control Fee	\$0.95 / sf
F. Global Risk Consultant (GRC) Review Fee	\$300.00 ea

### 1) PLAN REVIEW/ PERMIT:

Instructions for drawing submission for building permit.  
All specifications are to be included within the construction drawings. Project manuals or specification booklets are not acceptable.

CITY: **City of Torrance  
Community Development  
Building and Safety Department**  
Address: **3031 Torrance Blvd.**  
City, State Zip: **Torrance, CA 90503**  
Phone: **310-618-5910**

Plan Review/ Permit application's and fee schedules can be found on-line at:

<http://www.torret.com/9851.htm>

Landlord requires all Tenants to use the designated permit expeditor:

**TBD**  
Tenants with food operations please contact the following for additional requirements:

**County of Los Angeles - Department of Public Health  
Environmental Health  
626-430-5200**  
**South Bay Office 310-519-6081 Stephanie Goto**  
<http://www.publichealth.lacounty.gov/eh/docs/GUIDELINES%20CONSTRUCTION%20REQUIREMENTS.pdf>

### 2) LICENSING

All contractors must be licensed by the appropriate jurisdictional authorities.

### 3) SPRINKLER DRAWINGS:

In addition to complying with the local authority requirements for submission of sprinkler shop drawings, the sprinkler contractors shall submit a minimum of four (4) sets of sprinkler shop drawings and hydraulic calculations (if applicable) to Global Risk Consultant's for approval.

Contact: John Boureston  
Global Risk Consultants Corp.  
56 Campanian Way  
Pacific Grove, CA 93950  
Telephone/Fax: (831) 324-4401  
E-mail: john.boureston@globalriskconsultants.com

Global Risk Consultants will return two (2) sets to the sprinkler contractor. Review time: two (2) weeks typically. Mark installation date on plans if plans need to be expedited.

### 4) MALL BUILDING DATA

OCCUPANCY/USE:	<b>Group M</b>
CONSTRUCTION CLASSIFICATION:	<b>Type II B</b>
BUILDING LEVELS:	<b>Two (2) Levels</b>
SPRINKLER SYSTEM:	<b>Fully Sprinkled</b>

### 5) TENANT'S ADDRESS

Tenant's in the expansion area are to use this address for permitting:  
21540 Hawthorne Blvd. Unit #  
Torrance, CA 90503

Restaurant Space 603: 21438 Hawthorne Blvd  
Torrance, CA 90503

Restaurant Space 605: 21434 Hawthorne Blvd  
Torrance, CA 90503

### 6) MALL MANAGEMENT ADDRESS & PHONE

**Del Amo Fashion Center  
3525 Carson Street, Suite 165  
Torrance, CA 90503  
310-542-8525**

### 7) LANDLORD CORPORATE OFFICE

Simon Property Group  
Attn: Tenant Coordination  
225 West Washington Street  
Indianapolis, Indiana 46204

Phone: 317-636-1600 E-mail: [tcmailbox@simon.com](mailto:tcmailbox@simon.com)

\*Contact the Tenant Coordinator for a legal property description, if required for permit.

# CONSTRUCTION

## TEMPORARY PROVISIONS

- ALL TENANTS:**
- TEMPORARY CONSTRUCTION BARRICADE**  
If required by the TENANT COORDINATOR, a temporary construction barricade at the storefront shall be installed at TENANT'S expense.  
No barricades shall be removed or dismantled without the express written consent of the LANDLORD. Any barricade removed without prior consent will be reconstructed by LANDLORD at the CONTRACTOR'S expense.
  - CONSTRUCTION SIGNAGE**  
The CONTRACTOR is not allowed to post any company name or sign on the temporary construction barricade or anywhere outside the premises. The CONTRACTOR shall post all signage as required by the TENANT COORDINATOR.
  - ELECTRIC POWER**  
The TENANT'S CONTRACTOR is responsible to coordinate temporary electric power by tying into the building permanent power source (redistribution). The Landlord's base building electrician must be contracted to perform all tie-ins to the Landlord's switch gear.
  - TEMPORARY WATER**  
Contact the TENANT COORDINATOR for access to temporary water service.
  - TEMPORARY TOILET**  
The shopping center toilet facilities will not be available for contractors use. Contact the TENANT COORDINATOR for temporary toilet locations.

## CONSTRUCTION REQUIREMENTS

- The following Rules govern TENANT'S construction on LANDLORD'S property. All references to "CONTRACTOR" shall mean the GENERAL CONTRACTOR or the TENANT if acting as its own contractor.
- ON-SITE DOCUMENTS**  
The CONTRACTOR will keep the following documents on-site and accessible at all times during construction:
    - LANDLORD approved TENANT drawings. The CONTRACTOR will build from ONE set of drawings by adding any Building Department comments into the LANDLORD'S approved set. This set of drawings will be primary working drawings and displayed at all times during construction.
    - A complete set of building department permitted (stamped) drawings.
    - LANDLORD'S construction manual. An illustrated manual depicting the LANDLORD'S "do's and don'ts" for TENANT construction.
  - CONCRETE**  
Concrete must be saw-cut or core-drilled (no jack-hammering or breaking of concrete is permitted). Prior approval must be obtained from LANDLORD prior to penetrating any structural or structurally reinforced concrete. The CONTRACTOR shall be responsible for verification of existing utilities.
  - PROTECTION OF PROPERTY**  
The CONTRACTOR shall be responsible for protecting the LANDLORD'S and any other party's property from damage.
  - FIRE EXTINGUISHERS**  
The CONTRACTOR shall provide adequate fire extinguishers within the premises, tagged for date of inspection, while under construction.
  - SITE ACCESS AND PARKING**  
The CONTRACTOR shall be responsible to ensure that all construction employees working in the premises use the designated parking areas. There will be no construction trailers allowed on the property. Parking will not be permitted in any of the driveways, fire lanes, and truck docks except for temporary loading and unloading, as approved by the LANDLORD.
  - DELIVERY OF MATERIALS**  
The TENANT'S delivery address is the same as TENANT'S address  
  
The CONTRACTOR shall be responsible to coordinate all materials deliveries to the premises, whether for construction, fixturing or merchandising. Contact the LANDLORD'S PROPERTY MANAGER for all delivery instructions. All deliveries shall be made through the rear door of the premises either via the adjacent service corridor or truck dock area. Contact the LANDLORD prior to the delivery of materials and equipment which are too large to enter through the rear door of the Premises. Where there is no rear door to access space, all deliveries, trash removal, etc., must be coordinated as directed by the LANDLORD'S PROPERTY MANAGER.
  - WORK AREA AND STORAGE**  
The CONTRACTOR'S work area will be restricted to the TENANT'S leased premises. Service and fire corridors and truck docks shall be kept clear of all materials, equipment, debris and trash at all times.
  - SECURITY AND AFTER HOURS WORK**  
  
The CONTRACTOR must receive the prior permission of the LANDLORD for work after hours and on weekends and is responsible for any associated costs. Contact LANDLORD'S PROPERTY MANAGER 48 hours in advance.
  - BELOW GRADE CONSTRUCTION**  
Prior to beginning any below grade construction work, the CONTRACTOR must meet with the LANDLORD to review the locations of any underground utility services that may be located in the premises. Any Below Grade construction must be inspected by LANDLORD prior to backfilling.
  - INTERRUPTION OF UTILITIES**  
The CONTRACTOR must receive the LANDLORD approval at least three (3) days prior to any modification of utility services that may temporarily interrupt such service to other tenants or the shopping center.
  - TRASH REMOVAL AND DUMPSTER**  
All trash will be confined to the premises and removed at the end of each day by the CONTRACTOR. Any trash found in the service corridors, adjacent tenant units, and/or other public areas will be removed by the LANDLORD and the cost for same charged to the CONTRACTOR, plus a \$150 violation fee per occurrence.  
  
The location of the dumpsters will be determined by the LANDLORD.  
  
LANDLORD'S compactors are not to be used by CONTRACTOR.
  - SPRINKLER DRAIN-DOWN**  
Tenant's CONTRACTOR shall contact the required sprinkler contractor for sprinkler drain-downs and shall pay that contractor direct. All systems shall be charged and operational when the CONTRACTOR leaves for the day.
  - ROOF AND BUILDING MODIFICATIONS**  
Roofing penetrations require advance approval by the Landlord. All roof work, including cutting of the roof, shall be performed by the LANDLORD'S roofing contractor under contract to CONTRACTOR and at CONTRACTOR'S expense. Reminder, curb adapters are not permitted.
  - ROOF PROTECTION BOARDS**  
Roof protection boards shall be installed around any roof top HVAC equipment by the LANDLORD'S roofing contractor under contract to the CONTRACTOR at CONTRACTOR'S expense.
  - SIGN INSTALLATION**  
It is mandatory the sign contractor/installer sign in with the TENANT COORDINATOR to review the sign template placement on the storefront prior to any holes being drilled.
  - HAZARDOUS MATERIAL**  
The CONTRACTOR shall not install any Hazardous Materials and may be required to submit Material Safety Data Sheets to show compliance.

# OPENING

## OPENING REQUIREMENTS

- PRE-GRAND OPENING WEEK AND WEEKEND CONST. RULES**  
In preparation for the Grand Opening events the following general rules will apply for all Tenant construction. More specific details will be issued in a field bulletin closer to opening.  
**Pre-Grand Opening Week:**
  - All exterior construction must be completed by the end of the business day two days prior to Grand Opening Date.
  - Interior construction, fixturing and merchandising can continue inside Tenant space until the evening prior to the Grand Opening date. All deliveries must be through the rear corridor unless approved and coordinated with the on-site Tenant Coordinator.**Grand Opening Weekend:**
  - There will be no construction permitted on site Friday through Sunday. Construction can presume Monday at 6:00 am.
  - Contact the on-site Tenant Coordinator for new rules and regulations for construction in an open Mall.
- PUNCH LIST**  
Upon completion of construction and a minimum of seven (7) days PRIOR to opening, the CONTRACTOR shall request that the LANDLORD conduct a final observation and compile a punch list. The premises will be allowed to open for business only after the items have satisfactorily completed. TENANT'S construction deposit may be used by LANDLORD to correct said items if they still remain uncorrected 30 days after opening.
- DOCUMENTS**  
The following Certificates/ Documents shall be submitted to LANDLORD prior to opening (electronically and hard copy):
  - Certificate of Occupancy
  - Business License
  - Certified Tenant Air Balance Report
  - Health Permit (if applicable)
  - Punch List
  - CASp Report

## POST-OPENING

The CONTRACTOR will be required to submit the following items to LANDLORD'S REPRESENTATIVE within 30 days of store opening (forms are available from the LANDLORD).

An original notarized "GENERAL CONTRACTOR'S Affidavit and Final Waiver of Lien"

The original signed and notarized "Subcontractor's Affidavit and Waiver of Lien" for each CONTRACTOR with contracts over \$2,500.00.

## PRE-CONSTRUCTION MEETING DRAWING

TENANT'S ARCHITECT MUST INCLUDE THIS DRAWING FOR PERMITTING AND BIDDING. LOCATE DRAWING IMMEDIATELY BEHIND TITLE SHEET.

TENANT'S  
ARCHITECT  
TITLE BLOCK

## UTILITIES

Contact the following utility company representatives for information concerning local installation requirements, application for service, billing procedures, etc.

- GAS SERVICE:**  
Gas service is available for use by designated restaurant spaces only.  
Tenant is a direct customer of the Utility Company.  
Company: The Gas Company  
Telephone: 800-427-2200
- ELECTRIC SERVICE:**  
Electric service is redistributed by Landlord.
- WATER SERVICE:**  
Water service is redistribution by LANDLORD. If a meter is required per LANDLORD'S approval on TENANT'S plumbing drawing, install in accordance with Landlord criteria.
- TELEPHONE SERVICE:**  
Presys Data  
Jim Adams  
(615) 521-4420  
[jim.adams@presysdata.com](mailto:jim.adams@presysdata.com)
- CABLE SERVICE:**  
N/A

## REQUIRED CONTRACTORS

- FIRE PROTECTION CONTRACTOR**  
Simplex Grinnell  
Terry McHale  
12728 Shoemaker Avenue  
Santa Fe Springs, CA 90670  
Cell: (714) 493 - 5975  
[tmchale@simplexgrinnell.com](mailto:tmchale@simplexgrinnell.com)
- Fire Base Telcom**  
Presys Data  
Jim Adams  
(615) 521-4420  
[jim.adams@presysdata.com](mailto:jim.adams@presysdata.com)
- Fire Alarm Final Connection**  
BEC  
William Sermons  
2246 Lindsay Way  
Glendora, CA 91740  
PH: (909) 305-1600  
Fax: (909) 305-1603  
[wsermons@becinc.net](mailto:wsermons@becinc.net)
- Electrical Tie-in to LL Equipment**  
Helix Electric, Inc.  
Robert Barrera, LEED GA  
10700 Norwalk Blvd  
Santa Fe Springs, CA 90670  
O: (562) 941-7200  
M: (714) 465-6291  
[rbarrera@helixelectric.com](mailto:rbarrera@helixelectric.com)
- Electric Check Meter**  
N/A
- Flushing Chilled Water System**  
N/A
- Temperature Controls**  
N/A
- Roofing Contractor**  
Any and all roof work must be completed by the LANDLORD'S approved roofing contractor(s). Contact the following for pricing and scheduling:  
Emmons Roofing  
Jeff Dillingham  
17901 Arenth Avenue  
City of Industry, CA 91748  
O: (626) 820-0909  
F: (626) 820-0969  
[jdillingham@emmonsroof.com](mailto:jdillingham@emmonsroof.com)

## TENANT COORDINATION

### CONTACT INFO

For questions regarding site access, storefront & architectural criteria, engineering design, delivery dates, construction rules & regulations, the scope of Landlord's and Tenant's work and store opening requirements, please contact your Tenant Coordinator (Steven Lyu, 317.435.9131/ slyu@simon.com) for assistance.