The Galleria III project is a redevelopment of the old Saks Fifth Avenue store. The Mall common area will open to the public in Mid-December 2016 and will provide Shoppers with direct access from The Galleria Mall operating center, through the expansion wing construction zone, to the new Saks Fifth Avenue store. As such, the Landlord has established the following instructions to assist all Tenant’s and their contractors with the General Conditions and Site Access requirements that will be implemented for the successful construction and timely opening of all Tenant spaces.

This bulletin is intended to provide all Tenant’s and their Contractors with information that should be incorporated in the Tenant’s construction documents for their individual spaces. This bulletin is part of the Mall Criteria for the center and Tenant General Contractors will be expected to comply with all information contained herein. As part of this bulletin the Landlord has also provided a series of Site Access Drawings for use by all Tenants, Contractors & Consultants working on the project.

Tenants shall carefully analyze the logistical information provided in this bulletin relative to their intended project schedule(s) in order to meet the Mall Grand Opening. The goal is for all Tenants to be prudent in their scheduling decisions and leave plenty of time for construction and store set up for a successful Grand Opening. Please keep in mind that based upon the site access information provided here and handling capacity of the truck dock and freight elevator; receiving goods and hauling trash could take longer than normally anticipated and may also be required to be performed after hours.

All Tenant General Contractors, Subs & Consultants will be required to conduct themselves in a manner consistent with an operating shopping center. Sound and odor restrictions will be in place and will be strictly enforced. Movement of materials, trash, and construction personnel shall be strictly prohibited from the public common area unless otherwise outlined below or approved on site by the Landlord’s representative.

This bulletin references other portions of the Mall Criteria. Tenants, Consultants and Contractors are therefore reminded to reference those documents to ensure the successful completion of the project.

**Loading Dock Level (Basement)**

The lower level loading dock will serve as the primary point of access of materials delivery for most tenants. The loading dock level contains a freight elevator that connects to levels 1 and 2, Landlord serviced dumpsters, and temporary toilets.

Delivery vehicles will enter the loading dock via the truck tunnel entrance to the west on Sage Road. A Dock Master will be on site to schedule deliveries and control the area. All movement of materials and trash must be scheduled in advance with the Dock Master.

The Galleria
Houston, TX
All Tenants are required to utilize the Landlord serviced dumpsters and temporary toilets as outlined in the Preconstruction Drawing; there is no space available for additional or individual services.

**Level 1 Tenants Access (Ground Level)**
Northwest tenants will take deliveries at grade in the north parking lot. Trucks must have lift gates or ramps. Deliveries shall be coordinated around day-to-day construction activities in the parking lot and this portion of the building. Trash will be hauled to the loading dock via the Northeast freight elevator.

Northeast tenants will use the Northeast freight elevator and loading dock for deliveries and trash.

South tenants will use the Southeast freight elevator and loading dock between 10:00 PM and 6:00 AM only. Carts will pass through an outdoor public walkway and must have inflated rubber tires to protect the common area floor finish. Clean up after use of the public area is required.

**Level 2 Tenants Access**
North tenants will use the Northeast freight elevator and loading dock for deliveries and trash.

South tenants will use the Northeast freight elevator and loading dock for deliveries and trash between 10:00 PM and 6:00 AM only. The path of travel crosses the mall common area and may not be used during Mall business hours.

**Parking**
Designated Contractor parking is in the Purple Garage adjacent to the job site and is accessed from the south on Alabama Street. See the Site Access Drawing for parking and building access routes for all Construction personnel. Mall Parking garages provide 24-hour security for the protection of all Mall customers, employees and Construction personnel. Construction personnel found parking outside of the designated areas will be subject to fines and/or towing of the vehicle by Mall Security.

**Barricade Plan**
Because the Mall Common area will be open to the public prior to Tenant’s starting construction, the Tenant Storefront Barricade(s) will be installed, maintained, and removed by the Landlord at the Tenant’s expense. The Barricade(s) will not have doors and construction materials may not be delivered/ received through the barricade. All deliveries, trash removal, and Construction personnel must pass through the rear of the space. Materials, trash, and Construction personnel are strictly prohibited from the Mall common area.

The Landlord acknowledges that some Tenants may have fixtures that are too large to be brought through rear corridors and doors. In instances where that situation may occur, the Tenant’s General Contractor shall contact the on-site Field Tenant Coordinator to determine an alternate solution that will work for all concerned.
This exhibit is provided for illustrative purposes only, and shall not be deemed to be a warranty, representation or agreement by Landlord that the Center, Common Areas, buildings and/or stores will be as illustrated on this exhibit, or that any tenants which may be referenced on this exhibit will at any time be occupants of the Center. Landlord reserves the right to modify size, configuration and occupants of the Center at any time.

Northwest tenants will unload at the parking lot and deliver through the northwest corridor.

Tenant deliveries in south location are permitted only between the hours of 10pm to 6am.

Tenant delivery pathways for south tenants.

Corridor access door.

Freight elevator for south tenants.

Freight Elevator for south tenants.

Corridor access door.
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Tenant Delivery Pathways.

Deliveries only authorized from 10pm-6am.

Tenant deliveries at this bridge location are permitted only between the hours of 10pm to 6am.

Floor Protection: provided by Base Building Contractor

- NFR Unit
- DP44
- Modified: August 01, 2016

The Galleria
5085 Westheimer Rd, Suite 4850
Houston, TX 77056

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Tenant Delivery Pathways.

Deliveries only authorized from 10pm-6am.

Tenant deliveries at this bridge location are permitted only between the hours of 10pm to 6am.

Floor Protection: provided by Base Building Contractor
Barricade Plan
Level 1