

**150 PIERCE ROAD**  
**Construction Rules & Regulations**

**General Rules:**

No Core Drilling between 7:30 a.m.- 5:00 p.m., Monday through Friday.

No extended drilling or loud hammering of any kind during business hours stated above.

No use of odorous materials (glue, etc.) during business hours.

Prior to any sanding, sweeping, etc., smoke detectors must be covered.

No smoking in building at any time.

Contractors are to park their vehicles on the far West side of the building parking lot.

Do not prop open stairwell doors.

Use only the designated freight elevator for moving construction personnel or any type of materials. **DO NOT USE THE PASSENGER ELEVATORS.**

Contractors are to use the designated restrooms only.

**Hoisting & Deliveries:**

Large deliveries (ie. drywall, doors, conduit, etc.) which will require multiple runs of the elevator are to be done between the hours of 5:30 p.m. and 6:30 a.m. only. These deliveries must be scheduled in advance with the Management Office.

Small deliveries and transportation of small materials between floors may be done during normal business hours.

Staging of delivery cannot be done in the corridors under any circumstances. The dock area is for staging purposes.

**Required Protection:**

All core doors and millwork

Walls, carpet and millwork between the dock area and freight elevator.

**Rubbish Removal:**

The Building trash compactor/dumpster is not to be used by Contractors.

Contractor's dumpster placement should be coordinated with Property Management or Engineer.

**Security/Life Safety:**

All life safety must comply with ADA inspection and final testing must be done with Contech.

The fire panel is to remain operational throughout the construction period.

All drains and fills of the sprinkler system are to be scheduled with building chief engineer.

The system is to be entirely filled at the end of each workday.

All second shift work is to be scheduled with the Property Management office.

**Miscellaneous:**

All materials used in construction must be building standard (i.e. lighting, doors, hardware, t-stats, devices, etc.)

Access to telephone/electric closets should to be coordinated with the Management Office.

All keying must be compatible with the building system – contact the Chief Engineer for information.

Contractor is to assign a contact person for coordination of building issues that may arise.

General Contractor will provide the Management Office with names and telephone numbers of all subcontractors that will be working in the building, as well as Certificates of Insurance for all contractors, prior to start date.

I have read and understand all regulations and procedures of the building and have informed all subcontractors working on this project.

\_\_\_\_\_  
General Contractor

\_\_\_\_\_  
Company Representative

DATE: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_