

# TELUS garden

## **OFFICE TOWER**

Construction Rules and  
Regulations

1. **INSURANCE:** Construction may not proceed without evidence of construction insurance and comprehensive general liability insurance as outlined in the Tenant lease.
2. **WORKSAFEBC:** No work shall commence by any business or contractor without a clearance letter proving they are registered and in good standing with WorkSafeBC.
3. **PUBLIC SAFETY:** All Contractors must follow WorkSafeBC and Telus Garden Site Rules and Regulations at all times when working in the building.
4. **SECURITY of PREMISES:**
  - 4.1 Contractors are responsible for the security of their tools and equipment during the full term of construction on the premises. The Landlord will not be held liable for any lost, stolen or damaged tools or equipment.
  - 4.2 The Tenant is fully responsible for the security of the Premises and its contents from and after the time of availability for Tenant development work.
  - 4.3 The names and telephone numbers of parties to be contacted in the event of an emergency must be provided to the Landlord prior to commencement of construction.
5. **ACCESS & DELIVERIES:**
  - 5.1 The Building loading facilities, located on ground floor level of the Richard Street lane way, is the primary access for any and all delivery of materials. Access to the Construction areas will be permitted via the service elevator only. Access to and/or through other areas of the building will not be permitted without prior written authorization from the Landlord. Approval will not be granted if there is another reasonable route to the Premises.
  - 5.2 Access to occupied Tenant spaces is not permitted without the prior written approval of the Landlord and the affected Tenant. Adequate notice must be given to the Landlord and affected Tenant prior to gaining access. The Tenant's contractor must reinstate the affected Tenant's Premises to its original condition upon completion of any work.
6. **RISER MANAGEMENT:** Telus Garden has a strict policy and procedure on its building riser management. Please contact building management for a copy of this policy and a list of approved trades with approval to conduct work in the riser rooms.
7. **INSPECTION:** The Landlord and its agents, architects, engineers and consultants shall have access at any times to the Tenant's premises for the purpose of inspecting the Tenant work in progress. Deficiencies shall be corrected by the Tenant immediately upon notice.
8. **NORMAL BUSINESS HOURS:** Normal business hours shall be between 7:00am - 6:00pm, Monday through Friday.

9. **NOISE:**
  - 9.1 Coring, hammering, seismic supports, painting used oil based products, use of lacquer-based contact cement, carpet glues and sealers, building system shut-downs (ie: water, HVAC or electrical), smoke and fire separation and material deliveries/removals are not permitted during normal business hours. Any contractor found not abiding by the noted hours of construction, could result in the contractor being required to perform ALL work after 6:00pm.
  - 9.2 The Tenant's general contractor shall not use any explosive percussive or vibrating tools during normal business hours. Examples include, Hilti or Ramset.
  - 9.3 Welding equipment shall not be used during normal business hours. When such equipment is used, an isolation pad must be present and a "Hot Work Permit" must be obtained
  - 9.4 All demolition must be done after normal business hours, unless otherwise approved by the Landlord in writing.
  - 9.5 Radios shall not be used in construction areas, nor any other external noise machines.
10. **ON-SITE SUPERVISION:** General Contractor must provide a site superintendent/foreman to be on-site full time and must be responsible for all sub-trades.
11. **SMOKING:** There is no smoking permitted on the property.
12. **DAMAGE TO BASE-BUILDING:** The Tenant's general contractor is responsible to protect the base-building elements during construction and are responsible for making good all finishes damaged during their construction.
13. **DUST:** All base-building air handling systems to be protected from any dust or debris during construction.
14. **SMOKE DETECTORS:** The building smoke detectors are extremely sensitive to dust and must be protected for the duration of any work that creates dust.
15. **GARBAGE:** It will be the responsibility of the Tenant's general contractor to remove and dispose of garbage and construction debris. Please note, the removal of such materials is only permitted between the hours of 6:00pm - 7:00am. All costs incurred are the responsibility of the Tenant and general contractor.
16. **PARKING:** Vehicle parking required by Tenant's general contractor is the responsibility of the contractor. The Landlord will not provide any parking stalls for general contractors. No parking is permitted in the loading bay or blocking garbage facilities
17. **WASHROOMS:** Contractors are not to use the building washroom area for the cleaning or disposing of any construction materials.
18. **EMERGENCY CONTACT:** The Tenant and its contractor are required to post at the site, the emergency contact name and telephone number for all contractors working on site, with copies forwarded to the Landlord.