



MACERICH®

NORTHGATE 

5800 Northgate Dr San Rafael, CA 94903



Tenant Design Criteria

Section **t** Technical Criteria
Updated: March 2015



ADDENDUM LOG

January 28th, 2008
Entire Booklet

May, 2008
Update

September, 2008
Update

October, 2008
Revision

June, 2011
Plumbing content updated to include Seismic Gas Shutoff Valve (t10)

September, 2011
Waterproof membrane requirement updated.

December, 2012
Updated Gas Shut-off Valve language (pg. t8)

March, 2014
Distribution of utilities through exit corridors is prohibited with exception (t13)

October, 2014
At grade level electrical conduit is not allowed to be installed in the slab (t4)

January, 2015
Language regarding the waterproofing membrane on page t8 revised. (t8)

March, 2015
Updated Plumbing content to list specific location for main water shut off valve to be at eye level. (t8 #9)

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ELECTRICAL CRITERIA

The Tenant will provide electrical system, and all equipment, fixtures and accessories for their space. The electrical criteria will guide the Tenant in the design and construction of their electrical systems.

The Tenant will submit for Landlord approval Electrical Drawings including:

- Floor plan, including branch circuiting and all equipment locations
- Reflected ceiling plan, including light fixture layout and lighting fixture schedule
- System one line diagram
- Electrical load summary and panel board schedules

Electrical Service Distribution

- Empty electrical conduit will be provided by the Landlord from the point of distribution to the Tenant's demised premises
- The electrical circuit breaker (main breaker) for the Tenant will be furnished and installed by the Landlord at the Tenant's expense
- The Tenant is responsible for all electrical work within the Tenant's space. The tenant provides wiring through the conduit from the Landlord's point of distribution to the Tenant's space
- All conductors will be copper installed in conduits

Electrical Service Size

- The electrical service size requested by Tenant is subject to approval by the Landlord.
- Retail tenants are required to design electrical loads to stay within 17 watts per square foot.
- Food use tenants are required to design electrical loads to stay within 50 watts per square foot. The Tenant will confirm the size of the existing electrical service and ensure that it is satisfactory for the Tenant's conditions before work commences.
- If the Tenant's electrical requirements exceed the standard size provided by the Landlord, the Tenant will submit total load calculations to confirm their requirement.
- Tenant's in California must also submit Title 24 calculations and certificates of compliance.

Temporary Measures

- The Landlord provides temporary electrical service to the Tenant at a monthly charge of \$300 or 15 cents per square foot of gross leasable area of the

demised premises, (whichever is greater). This charge will be paid as additional monthly rent no later than the date of commencement

- Temporary wiring needed to work in the space should be connected to the Tenant's electrical service and not common area outlets

Reuse of Existing Electrical Systems

- The Tenant will submit a letter to the Landlord from the Tenant's electrical engineer stating that the existing electrical system is not being altered
- The Tenant's electrical engineer will be licensed in the state in which the work is being performed
- At grade level electrical conduit may be installed at least 4" under the slab and must be in Schedule 40 PVC conduit. But never allowed to be installed in the slab or less than 4" below slab.

Lighting Requirements

- The Tenant is responsible for all lighting within the Tenant's space. The tenant will not install any lighting outside the Tenant's space.
- Required connected lighting loads:
 - Food court - 4.18 w/sf
 - Inline - 1.19 w/sf
 - Restaurant - 3.19 w/sf
- Decorative fixtures for storefront illumination, such as luminous ceilings, chandeliers, pendant or wall units or clear type glitter strips are permitted if approved by Landlord. No strobe, spinner or chase type lighting shall be used
- Fluorescent or incandescent light fixtures in Tenant's public area, other than decorative fixtures, shall be recessed. Fluorescent fixtures shall have parabolic lenses or diffusers. Bare lamp fluorescent or incandescent fixtures may be used only in concealed areas and/or stockrooms
- Tenant shall provide emergency lighting per code to illuminate stock and/or sales areas and rear exit way during power outage. Emergency lighting shall be battery-operated, twin-head light pack(s) and/or fluorescent fixtures. In public areas, emergency lights shall be concealed

MECHANICAL CRITERIA

HVAC Drawings

The Tenant will provide an adequate HVAC system for their tenant space. The Tenant will provide plans to the Landlord for review. The HVAC criteria directs the design and installation of HVAC systems for the tenant space.

Tenant will submit HVAC drawings for Landlord approval including:

- Reflected ceiling plan, indicating diffusers and return air grilles
- Roof plan showing location of proposed rooftop equipment
- Details of all equipment and method of installation
- Partial structural framing plan showing existing conditions at roof top installations and proposed reinforcement accompanied by structural engineer's calculations

System Design

The HVAC systems will be designed by the Tenant's mechanical engineer. The Tenant will submit the engineer's calculations to the Landlord and assure the adequacy of the HVAC system for the Tenant's space.

Design Conditions-Heating

- Total air circulated will be based on internal sensible heat load at peak requirements, but not less than code requirements
- Outside air will be provided by the Tenant's HVAC system for ventilation at a minimum rate of 0.1 CFM per square foot of lease area (but not less than code requirements). Outside air shall flow through the air conditioning unit only

Equipment

1. Rooftop HVAC units located above the tenant space are the preferred method of heating and cooling the tenant space. The units must be bottom discharge for supply and return air. Side discharge units are not allowed
2. Split systems will be allowed in areas where a roof top package is not suitable

3. Vibration isolators are required for all mechanical equipment attached to the structure
4. A 120-volt outlet will be provided at the HVAC unit from the Tenant's electrical service
5. Duct work and air distribution devices must conform to the latest editions of the Ashrae Guidelines and the Smacna standards. Please note the following items:
 - Fiberglass ducts are not permitted for HVAC trunk lines. Flex duct is permitted for run outs
 - All return air is to be ducted from the finished ceiling back to the HVAC unit. Ceiling return air plenum is not acceptable
 - Fire damper assemblies, (including sleeves and installation procedures) must be UL listed and approved by the building inspector preceding installation. Install duct and ceiling access to fire dampers
 - Smoke detectors are required in all return air or exhaust ductwork. The detectors will over ride and shutdown the air handling equipment when smoke is discovered
 - Exposed ductwork is not allowed on the roof
6. Exhaust systems will be designed in accordance with the governing code and the Tenant's use requirements:
 - All exhaust must be discharged directly to the outside
 - All exhaust ductwork will conform to N.F.P.A. Bulletin 96, and the uniform mechanical code. Location of exhaust duct work and roof exhaust fans must have the approval of the Landlord
 - Toilet room exhaust must provide once complete change of air every 5 minutes, and be connected to the light switch
 - Relief air, (excess air), may be relieved directly into the Mall if the Tenant space is not odor producing. The Tenant will provide mechanical exhaust if required by code

**MECHANICAL CRITERIA (continued)**

7. Special Exhaust Requirement pertaining to food service Tenants and other odor producing Tenants, (including but not limited to restaurants, hair and nail salons, pet shops, and any other at Landlord's discretion):
 - A motor driven upblast roof fan is required
 - Fan will be installed on a factory
 - Fan will discharge 40 inches above the roof (minimum)
 - Gauge welded exhaust duct is required
 - A grease containment system is required for Food service installations. The Tenant will provide the Landlord with a copy of the maintenance agreement for the grease containment system
 - The Tenant will provide makeup air equivalent to 85% of amount of exhaust
 - Evaporative coolers may be used to provide makeup air for a Tenant space. In all cases they shall be installed according to the following guidelines:
 - Units shall be down (bottom) discharge and mounted on a factory curb. The makeup air shall be an integral part of the exhaust hood
 - All installations shall comply with governing codes and be approved by the fire marshal
 8. Balancing the Air Conditioning Systems:
 - The Tenant will arrange to have the HVAC system balanced by an independent test and balancing agency
 - Testing and balancing agency shall be kept informed on any major changes made to system during construction and shall be provided with a complete set of asbuilt drawings
 - System Repair and Maintenance: The Tenant will retain an HVAC contractor for regular maintenance and repair of the system and provide a copy of the contract to the Landlord
- Location and Installation of roof top equipment**
1. Located all roof top equipment as far from side walls as possible. Roof top equipment will not be visible from the parking lot or adjacent streets
 2. Factory curbs are required for the installation of all roof top equipment. Curbs must be a minimum of eight inches high. Re-use of existing curbs is prohibited.
3. Roof penetrations may not be located so close to one another that they interfere with proper flashing.
 4. Roof penetration for control and electrical wiring shall be made through the equipment curb or a square pitch-pipe located within 30" of the curb
 5. The Tenant shall paint the HVAC unit if required by the Landlord
 - The color shall be selected by and obtained from the Landlord
 - All work shall be at the expense of the Tenant
 6. The Tenant's name and suite number will be stenciled on the HVAC unit as designated by the Landlord
 - The stenciling system can be obtained from the Landlord
 - All stenciling will meet Landlord requirements
 7. HVAC condensate lines shall be hard copper and installed as follows:
 - Lines shall be run at right angles to the nearest roof drain
 - Pipe supports for the condensate lines shall be 4" x 4" treated blocking set in mastic on a modified bitumen pad
 - Pipe supports shall be spaced on further than 6'-0" apart
 8. Structural Considerations:
 - The Tenant must retain a Structural Engineer, registered in the state in which the work is being performed
 - The Tenant's structural engineer must examine the existing structure and determine the location for roof top equipment placement
 - The Tenant's engineer will provide the Landlord with a recommendation for the support of roof top equipment
 - Locate roof top equipment over major structural elements
 - Reinforce the roof system to adequately support the weight of any equipment added
 - No structural or miscellaneous bridging, blocking, etc., may be removed

MECHANICAL CRITERIA (continued)

- The Landlord must approved any modifications required before work begins
- Upon completion, the Tenant's structural engineer shall submit a letter stating that the roof top equipment has been installed in accordance with the engineers's recommended design

Cutting and patching of the roof for equipment installation will be coordinated with the mall roofing contractor

- Existing rooftop equipment that is not being used by the Tenant shall be removed and disposed of at the Tenant's expense
- Repairs and patching shall be made in a manner satisfactory to the Landlord

Reuse of Existing HVAC System

The lease may allow some Tenant's to reuse an existing HVAC system located in their Tenant space. In such cases the Tenant will proceed as follows:

1. The Tenant must establish that the existing HVAC installation conforms to the Landlords criteria
2. The Tenant's HVAC contractor will provide a letter outlining any work necessary to put the unit into "like new" operating condition
3. The Tenant will submit plans for approval prior to the alteration of the existing HVAC system
4. Prior to opening, the Tenant will submit documentation asserting that the HVAC unit is operating in "like-new" condition. The Tenant will also submit a copy of the maintenance agreement to the Landlord

Natural Gas Service

If natural gas service is available on the site, a common metering point will be established for all Tenants and each Tenant shall arrange for their own gas service from the local gas company. The Tenant will be responsible for obtaining their own meter from the gas company and , after approval from the Landlord, shall run their own service line from the central meter header into their shop.

Tenant Emergency Smoke Evacuation Criteria

The following criteria should be observed for the installation of emergency smoke evacuation systems. Tenants are required to install and maintain emergency smoke evacuation equipment.

1. Tenant shall provide their own emergency smoke evacuation exhaust fan(s) and ducting. Fan(s) must be independent of the HVAC system
2. The primary power for the fans shall be provided by the Tenant. Fan(s) shall be mounted on a factory roof curb at least eight inches (8") high
3. All patching and roofing shall be by tenant using mall roofer for the work. Duct shall be to bottom of fan. No external ducting will be allowed on the roof. Exhaust fan shall be painted to blend with the roof. The color shall be specified by the landlord. The tenant's name and space number shall be stenciled on all roof top equipment
4. Tenant plans must be submitted to fire marshal and all other required parties for approval
5. The tenant shall purchase the smoke detector and shall arrange for the installation of the detector and of the interlock smoke evacuation systems.
6. The total cost of installation is the Tenant's sole responsibility. All work shall be in compliance with governmental agencies having jurisdiction.

Sequence of Operation

1. Fan operation shall be interlocked with the tenant's smoke detector.
2. HVAC unit controls shall be interlocked with smoke evacuation system to shut off HVAC when smoke is detected as per 1988 U.B.C. Appendix, Chapter 56
3. Smoke detector must be located within ten feet of the front of the tenant space and be visible from the mall
4. The tenant shall contract with the company of his choice for the maintenance of the detectors and shall supply the landlord with a copy of the service contract and maintenance agreement. Prior to the Tenant's opening, the smoke evacuation system shall be tested and found to be functioning properly. Testing and verification shall be done in the presence of the landlord's on site representative



PLUMBING CRITERIA

The tenants located in the new structures will be required to submit plumbing plans to the MWD for review. There is not a plan check fee for this service. The average turnaround time for comment/approval is one week. Please note, the approval from MWD will not hold up TI permits, nor does it put a 'hold' on C of O. However, one inspection is required. The plumbing rough in must be inspected by MWD before it is covered up. The inspector is willing to provide same day inspections on this item, but we should try to give him 24 to 48 hours notice if possible.

Waterproofing must be installed in all "wet areas" such as kitchens, restrooms, mop sinks, drinking fountains, etc. The waterproof membrane must extend 4" vertically on all demising walls. This membrane will be water tested by the General Contractor and inspected and signed off by Mall Personnel. If the membrane fails the water test, it must be replaced.

The Tenant's plumbing system shall be installed in accordance with governing building codes and shopping center requirements.

Plumbing drawings shall include:

- Piping Diagram
- Isometric
- Fixture Schedule

Fixtures:

1. Water service for Tenant's located within the Mall may require a submeter within the Tenant's space. If required, the submeter must be located in an easily accessible area near an exit door and be visible at eye level, (5'-0" to 5'-6" above finished floor).
2. Low flow plumbing fixtures are required for water conservation.
3. Water piping shall be copper with sweat type fittings. Sanitary pipe shall be PVC Schedule 40.
4. Use lead jackets, (8" or higher), for roof vents only.

5. Use square type pitch pans, (4" or higher), only.
6. Any plumbing or fixtures that receive hair, as in pet shops and hair styling shops, etc, are required to install a lint and hair trap within the Tenant space.
7. All water piping designed and installed for the discharge of material from kitchen equipment, except dishwashers, shall discharge through a grease interceptor provided and installed by Tenant prior to connection to Landlord's sanitary system. Grease interceptors shall be contained completely within the demised premises and above the floor slab or in other Landlord approved location.
8. All photographic film processing equipment must have an approved reduced pressure principle backflow prevention assembly installed at the water service connection (inside store, after meter).
9. Tenant shall provide a main water shut off valve located at eye level in a wall behind a labelled access door. Locate in or near employee restroom as designated by Landlord.

Seismic Gas Shutoff Valve

All new development and newly Tenanted restaurants need to have seismic gas shut-off valves installed on Landlord side of the meter, at each individual space. Seismic valves must be:

1. UL-approved;
2. FM-approved; or,
3. ACSE 25-compliant.

All devices must be installed consistent with manufacturer's instructions and following jurisdictional code.

All Tenants who use or have a gas line installed for their premises, or equipment that serves their premises, are required to install a code and Landlord-compliant seismic gas shut off valve on the main gas line serving the space.

FIRE PROTECTION PLANS/ HAZARDOUS MATERIALS

The Landlord will provide a fire protection sprinkler system installed in a standard grid form. The Tenant must maintain conformance to governing codes if system rearranged

Fire Protection/Sprinkler Drawings shall include a reflected ceiling plan, with revised sprinkler head location.

Procedures:

1. All work must be performed at the Tenant's expense. Any work required will proceed as follows
2. Tenant shall use a certified sprinkler contractor for any sprinkler modification
3. Keep all piping as close to walls and as high to underside of roof framing as possible
4. All shut downs required for Tenant modifications to system will be at a cost of \$250.00 per occurrence
5. Contractor shall notify the Landlord in writing at least 24 hours in advance of making any modification to the sprinkler systems. Contractor must notify fire department and any alarm monitoring company for verification that the system is fully drained. The contractor must notify the Landlord when the system is back on line
6. In order to clear alarms, contractor shall contact security or mall maintenance supervisor at least 60 minutes prior to any drain down. Contractor shall remain for one hour after the system has been refilled to check for leaks or other problems
7. No system will be left to drain over night. All systems have to be charged and operational when workers leave for the night

Hazardous Materials

Tenant agrees that Tenant, its Agents and Contractors shall not use, manufacture, store or dispose of any flammable explosives, radioactive materials, hazardous wastes or materials, toxic wastes or materials or other similar substances (collectively "hazardous materials") on, under, or about the premises. Please review the following guidelines.

Chemical List

1. Contractor must develop a list of all chemicals stored, used, and/or disposed of on the premises during the construction phase
2. The list shall indicate chemical name, location on site, quantity on site, who uses chemical (job title only), chemical manufacturer or distributor name, manufacturer or distributor address, when and where chemical used, and disposal method for chemical and container
3. A file containing all material safety data sheets (MSDS), all on site chemicals must be kept on site and must be available for inspection by employees and Mall management
4. Contractor must clearly label all chemicals with name of hazardous characteristics of the contents
5. Disposal of all chemicals must be done in accordance with all applicable laws, codes and ordinances
6. Tenant should consult with their attorney regarding compliance with federal, state, and local environmental and hazardous substance laws and regulations

FIRE PROTECTION PLANS/ HAZARDOUS MATERIALS (continued)

Employee Training

1. Contractor must assure that all employees are trained in the proper use and handling of any hazardous materials present on site
2. This training must be documented and records of the training must be maintained on site

Asbestos Containing Materials (ACM)

1. It is the Contractor's responsibility to make sure that, prior to the commencement of any demolition or construction activities, an independent licensed environmental consultant must conduct a "construction" survey within the premises
2. If ACM is discovered and if the ACM will be impacted by the scope of the construction project, the ACM must first be removed and disposed of by a qualified and licensed asbestos abatement contractor
3. Before removing any asbestos the contractor must obtain from the Mall Manager a copy of the Landlords Criteria for Asbestos Abatement. No asbestos abatement work may begin until the Mall Manager approves the project
4. Absolutely no asbestos containing floor tile, floor mastic, roofing mastic, or other building materials are allowed within the premises

LEED CRITERIA REQUIREMENTS

LEED Criteria Recommended

Energy & Atmosphere

- The tenant is encouraged to utilize high efficiency HVAC systems that exceed the California Title 24 Code requirement for HVAC energy consumption by 20%.
- Utilize efficient lighting systems such as Compact Fluorescent Lighting (CFL) and T8 linear fluorescent lamps with electronic ballasts to reduce energy consumption. Tenants are encouraged to exceed the California Title 24 Code requirement for lighting energy consumption by 20% or more.
- Tenants are encouraged to install tenant space electrical sub-meters to monitor and track energy consumption and efficiency initiatives. The measurement and verification of energy usage helps the tenant more effectively understand their energy usage & behavior patterns to optimize energy performance and reduce consumption.

Indoor Environmental Quality

- Tenants are encouraged to meet or exceed the recommended Control Measures of the Sheet Metal and Air Conditioning National Contractors Association (SMACNA) IAQ Guidelines for Occupied Buildings under Construction, 1995, Chapter 3 during tenant space build outs. Utilizing this guideline will help ensure the well-being of construction workers and building occupants.
- It is recommended that the tenant install CO2 monitoring and control capabilities within their HVAC system to optimize outdoor fresh air delivery. This capability helps sustain occupant comfort and well-being.
- If the tenant is utilizing any hazardous gases or chemicals (including painting or copying/printing rooms), it is recommended that each space employ sufficient exhaust to create negative pressure with respect to adjacent spaces with the doors to the room closed. For each of these spaces, it is also recommended that the tenant provide self-closing doors and deck to deck partitions or a hard lid ceiling. Ensuring sufficient exhaust will help sustain space air quality and occupant well-being.

LEED CRITERIA REQUIREMENTS, cont.

Water Efficiency

1. The Tenant is required to install waterless urinals in tenant restrooms when urinals are used.
2. Low flow water closets using 1.1 gallons per flush or less will be installed in all common area restrooms.
3. Operation sensors and low flow heads using 1.8 GPM or less will be installed on all lavatories.

Impact - Each waterless urinal can save approximately 7,800 gallons of water per year over traditional flush urinals. While waterless urinals can save valuable water resources, they also require less cleaning time and have no flushing mechanics that can breakdown.

Energy & Atmosphere

1. Restaurants will use HVAC&R refrigeration equipment with no CFC based refrigerants.

Impact - reduces ozone depletion and reduces the accumulation of greenhouse gases that contribute to Global Warming.

Materials & Resources

1. Provide an easily accessible dedicated area that serves the tenant space for the collection and storage of materials for recycling including (at a minimum) paper, corrugated cardboard, glass plastics and metals.

Impact - facilitates the reduction of waste generated by building occupants that is hauled to and disposed of in landfills thus reducing land, water and

air pollution impacts.

Indoor Environmental Quality

1. Automatic occupancy sensing lighting controls will be installed in all spaces not regularly occupied such as storage rooms and restrooms.
2. Tenants are required to use Low-E glass in storefronts and doors with a maximum E-value of 0.25.

Impact - reduces lighting and energy costs while reducing heat loads in the tenant space.

Indoor Environmental Quality

1. All adhesives and sealants, interior paints and coatings, carpet systems, composite wood and laminate adhesives, materials, furniture and seating used in the building interiors should not exceed the VOC content limits as set forth in the guidelines prescribed by LEED IEQ credits 4.1, 4.2, 4.3, 4.4 and 4.5.

Impact - reduces the quantity of indoor air contaminants that are odorous, potentially irritating and/or harmful to the comfort and wellbeing of installers and occupants.

LEED CRITERIA RECOMMENDATIONS

Energy & Atmosphere

1. The tenant is encouraged to have 70% by rated power, of ENERGY STAR eligible equipment and appliances (excluding HVAC, lighting and building envelope products) ENERGY STAR rated.

Impact - achieves increasing levels of energy conservation beyond the prerequisite standard to reduce environmental impacts associated with excessive energy use.

Materials & Resources

1. Use materials, including furniture and furnishings, with recycled content such that the sum of post-consumer recycled content plus 1/2 of the preconsumer content constitutes as least 20% of the total value of the materials in the project.
2. Use a minimum of 20% of the combined value of construction and furniture materials and products that are manufactured regionally within a radius of 500 miles.
3. Use rapidly renewable construction, materials and products, manmade from plants that are typically harvested within a 10-year or shorter cycle.
4. When using new wood-based products and materials, use a minimum of 50% that are certified in accordance with the Forest Stewardship Council's Principles and Criteria.

Impact - increases the demand for building products that incorporate recycled content materials, therefore reducing impacts resulting from extraction and processing of virgin materials; supports the regional economy and reduces the environmental impacts resulting from transportation; reduces the use and depletion of finite raw materials and long-cycle renewable materials; and encourages environmentally responsible forest management.



EXIT CORRIDORS

Distribution of utilities through a newly constructed or an altered exit passageway is prohibited except for equipment and ductwork specifically serving the exit passageway, sprinkler piping, standpipes, electrical raceway for fire department communication and electrical raceway serving the exit passageway.