CONSTRUCTION & IMPROVEMENTS GUIDE

January 25, 2024

Arthur Erickson Place

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DISCLAIMER

This information has been prepared to provide the Tenant with a convenient source of design information relevant to Arthur Erickson Place.

While every effort has been made to ensure the accuracy of the design information contained herein, Colliers assumes no responsibility for any errors, omissions and/or revisions to this information.

This manual sets out the general procedures with respect to the operation of the building. The terms, covenants and conditions contained in the Tenant's Lease with the Landlord supersede any of the procedures set out in this manual.

This manual is confidential and proprietary to Colliers. It is released solely for the purpose of communicating policies and procedures to the tenants, contractors and design teams residing in or performing work at Arthur Erickson Place. Copying or use for any other purpose is prohibited.

INTRODUCTION

It is intended that the high standards of design and building finishes of Arthur Erickson Place will be carried through into the Tenant Improvements and to that end, these guidelines have been prepared.

This manual contains general information, procedures and requirements which have been established by Colliers, as manager for Arthur Erickson Place and the Landlord, to assist and introduce Tenants, Designers and Contractors to the fundamental design, systems, constraints, and opportunities inherent at Arthur Erickson Place. Following these guidelines will facilitate the Tenant's improvements of the premises, while avoiding unnecessary delays, alterations, and expenses, thus achieving an earlier occupancy schedule in a cost-effective manner.

This manual is to be read in conjunction with and form a part of the Lease document. In the event of any conflict between this manual and the Lease, the provisions of the Lease shall prevail.

Environmental Commitment

Colliers and Arthur Erickson Place are committed to good stewardship in tenant design and protecting both the internal environment as well as the external environment. Through this manual you will find useful tips and guidance on how you can participate in our goal to reduce the building's overall environmental footprint.

The reuse of materials, components and equipment generated from demolition is preferred over recycling as the overall environmental impacts of reuse are much less. If reuse is not practical, recycling should be maximized to divert as much material as possible from landfill for use as feedstock in the manufacture of new products.

Reduction of the waste generated by demolition can be achieved through careful planning and delineation of the extent of required demolition. The sequence to be followed and the methods to be used for deconstruction should be carefully specified. Deconstruction workers must be well instructed as to the expectations for material recovery and the processes to be followed. Carefully planned and executed material site separation, segregated storage and protection are essential to maximizing potential savings.

SECTION 1: PROCEDURES

Landlord and Property Contacts

Landlord/Owner

1075 West Georgia Ltd.

Landlord's Managing Agent

Colliers
1066 West Hastings St.
Suite 2300 | Vancouver
BC V6E 3X1
(604) 681-4111

Senior Property Manager
Alan Yamamoto
E-Mail: Alan.Yamamoto@colliers.com

Assistant Property Manager
Yulia Tislenok
E-Mail: yulia.tislenok@colliers.com

Operations Manager
Jagdeep Malik
E-Mail: jagdeep.malik@colliers.com

Base Building Consultants

Structural Engineers

Read Jones Christoffersen Ltd.
Suite 300, 1285 West Broadway
Vancouver, BC V6H 3X8
Office: (604) 738-0048
Contact: Roger Steers
E-Mail: RSteers@rjc.ca

Mechanical Engineers

Flow Consulting
1080 – 1075 West Georgia St
Vancouver, B.C. V6E 3C9
Phone: 604-609-0500
hello@flowengineering.ca

SES Consulting
410 – 55 Water Street
Vancouver, B.C. V6B 1A1
Phone: 604-568-1800
info@sesconsulting.com

Air Balancing

KD Engineering
3735 Myrtle Street
Burnaby, BC, V5C 4E7
Phone: 604-872-8651
info@teamkd.com

Western Mechanical
8566 Fraser Street
Vancouver, B.C. V5X 3Y3
Phone: 604-872-8651
info@westernmechanical.ca

Electrical Engineers

MCW Consultants
1400 – 1185 West Georgia St
Vancouver, B.C. V6E 4E6
Telephone: (604) 687-1821
Contact: Gerry Bawol

AES Engineering
950-505 Burrard St
Vancouver, B.C. V7X 1M4
Phone: (604) 569-6500
vancouver@aesengr.com

Security Equipment

Tyco Integrated Fire & Security
1485 Lindsey Place
Delta, BC V3M 6V1
Telephone: 604-527-286

Code Consultants
Gage-Babcock & Associates Ltd.
Suite 228 - 1195 West Broadway
Vancouver, BC V6H 3X5
Tel: (604) 732-3751

Preferred Contractors

General Contractors

Gibraltar Holdings Ltd
#104 – 2799 Gilmore Avenue
Burnaby, BC V5C 6S5 Phone:
(604) 874-9292
info@gibraltar.ca

Fusion Projects
800 – 850 W Hastings St
Vancouver V6C 1E1
Phone: 604-629-0469
info@fusion-projects.com

Electrical (*No Exceptions)*

MDE Electric
3947 Graveley Street
Burnaby, B.C. V5C 3T4
Phone – 604-291-1995
info@mde-enterprises.com

Mott Electric Ltd.
200-440 West Hastings St
Vancouver BC V6B 1L1 Phone:
604-683-5752
downtown@mottelectric.com

Plumbers (*No Exceptions)*

MCR Mechanical Ltd.
772 Sproule Ave
Coquitlam BC V3J 4L5
Phone: 604-939-8258
projects@mcrmechanical.com

Kern Mechanical
3889 Keith St.
Burnaby BC V5J 5K4
Phone: 604-251-3766
info@kernbsg.com

Sprinklers (*No Exceptions)*

Priority Fire
1275 East 2nd Ave
Vancouver BC V6A 3T9
Telephone: 604-255-4591
Fax: 604-255-4593

Simplex Grinnell
1485 Lindsey Place
Delta, BC V3M 6V1
Telephone:(604) 515-8872
Fax: 604-241-9554

Locks (*No Exceptions)*

AL Scott
102A – 505 Burrard St
Vancouver, BC V7X 1M5
Phone: (604) 239-8587

DDC Controls (*No Exceptions)*

ESC Automation
5265 185a Street
Surrey BC V3S 7A4
Phone: 604-574-7790
info@escautomation.com

Approval Process

Tenant Coordination

The Landlord has appointed the Property Manager as Colliers whose primary function is:

- To provide guidance and assistance to the Tenant throughout the design and construction of their improvements within the Lease Premises.
- To review, comment upon and approve all tenant submissions prior to commencement of work within the Leased Premises.
- To be the liaison between the Landlord and Tenant, and its contractor and designer.

Permits and Codes

Building Permits

All drawings for Tenant Improvement work must be approved by Colliers and a Building Permit must be issued by the City of Vancouver before construction can begin.

The Tenant or the Tenant's contractor/designer is responsible for obtaining all necessary permits and approvals from the Building Department, Health Department, Fire Department and Ministry of Labour. The Tenant shall provide to the Landlord proof of building permits and approvals as received from all regulatory bodies having jurisdiction prior to commencement of the Tenant's construction. Any installation of items that are contrary to code will not be allowed.

Approval of such plans as outlined in this section does not waive the Tenant's responsibility to ensure that all Tenant Improvements meet building standards and code requirements as outlined herein with respect to design and/or construction.

Occupancy Permits

Tenants are responsible via the General Contractor/Design-Build Contractor to make arrangements for a Building Inspector to inspect their premises prior to move-in. To avoid unexpected delays with obtaining your Occupancy Permit, tenants are STRONGLY encouraged to apply for the Occupancy Permit at the same time as the building permit.

Each different use i.e., Commercial, Retail, Residential, Industrial will require different trade inspectors to sign off on the various aspects i.e., Health, Electrical, Mechanical, Sprinkler.

When you have arranged a date and time for the final inspection, please advise Colliers as soon as possible, as they will also attend the inspection.

Pre-Construction Process

1 The Tenant must coordinate and provide all information through Colliers.

2 The General Contractor chosen by the Tenant must be approved by Colliers, such approval not to be unreasonably withheld.

3 The Tenant is responsible to ensure their Contractor is familiar with the Tenant Work Rules and Regulations, Section II of this manual.

4 The Tenant must have prepared and submit two (2) copies of design drawings and specifications inprint and one (1) electronic copy with the CAD drawings to Colliers. Drawings mustbe signed and sealed by qualified professionals. If the Tenant decides not to use the Base Building Consultants for drawings a Design Review Fee will be charged to the Tenant.

5 The Tenant must obtain written approval of the drawings and specifications from Colliers.

6 The tenant must obtain the required City permits, including the Building Permit and submit copies ofthe permits to Colliers.

7 The Tenant must include the Construction Rules & Regulations in any tender package so that the contractors are aware of and follow the rules.

8 Once Colliers has approved the Tenant's chosen General Contractor the Tenant must submit a list with the name and contact information of the Contractor and all Subcontractors along with proof of insurance and WCB Clearance letters to Colliers.

9 The Tenant must obtain written permission to start work and confirm the work schedule with Colliers.

Tenant's Submittals

Preliminary Drawing Review

The Tenant will submit one (1) electronic and two (2) print copies of any preliminary drawings to Colliers for review and approval. The drawings will be of sufficient detail to illustrate the intended design theme. Preliminary Tenant drawings will be reviewed primarily to determine physical compatibility with the Base Building. The Tenant schedule should permit for approximately 10 business days for this base review.

Working Drawing Review

Following approval of the preliminary drawings, one electronic and two (2) print copies of working drawings and specifications for the Tenant's Work shall be submitted to Colliers for final approval. This submission must include:

a. Architectural (2 print and 1 electronic of each)

- Floor plans and partition layouts
- Reflected ceiling plans.
- Sections and details
- Door and hardware schedules
- Signage drawings

b. Finishes

Two (2) print copies and one electronic copy of the finish schedule along with one (1) materialssample and color board. The sample board will be returned.

c. Structural/Mechanical/Electrical

Two (2) print copies and one electronic copy of the engineered drawings and specifications showingall proposed changes affecting structure, lighting, electrical, fire alarm, HVAC, plumbing, sprinkler systems and building electrical room wall spaces. Wherever supplementary work or amendments to the mechanical, electrical or structural base building systems, assemblies, or components are necessary, the Tenant must engage, at their own expense, the services of the Building Consulting Engineers. These consultants will design and inspect the work to ensure performance and compatibility with the building systems. Alternate engineers cannot be engaged.

d. Communication

Two (2) print copies and one (1) electronic copy of telephone and data drawings and specifications. Tenants should note that supplied copper voice communications cabling is provided at the rate of 1.34 copper pair per hundred square feet of GLA. Further voice and all data cabling are at the Tenant's expense.

e. Schedule

Two (2) print copies and one (1) electronic copy of a bar-type construction schedule which notes thedates of start and completion for each subtrade section.

f. Subtrade List

One (1) print copy and one (1) electronic copy of the list of the names of the general contractor andall subcontractors; including Name, Address, Contact Names, Phone and Fax Numbers, of who willbe constructing the Tenant Improvements.

g. Approved Working Drawings

Approval of plans as outlined in this section does not release the Tenant from their responsibility toensure that all Tenant Improvements meet building standards as outlined herein with respect to design and/or construction.

Post Construction

The Tenant is required to carry out its construction work in strict accordance with the Approved Drawings. Variations must be approved and recorded in “as-built” drawings and provided to the Landlord at the conclusion of the construction.

The Tenant must correct immediately any work which does not meet with the approval of the Building Inspector, notwithstanding the fact that the Tenant’s drawings may have been approved previously by the appropriate governmental authorities and the Landlord. Any revisions to the Approved Drawings requested by such authorities must be brought to the attention of the Landlord immediately. Should the Tenant unduly delay the required correction, the Landlord may make the correction at the Tenant’s cost.

Any elements of the Base Building such as, but not limited to, base building standard light fixtures, ceiling tiles, doors, door frames, hardware, etc., which the Tenant removes with the approval of the Landlord, are the property of the Landlord and must be turned over, upon their removal, to the Building Operator.

Pre-occupancy cleaning will be done by the Landlord’s cleaning Contractor at the Tenant’s cost.

The following must be received by Colliers prior to the release of the Tenant Improvement Allowance; a copy of the occupancy permits or other municipal approval (if applicable), a copy of the Balancing Report, as-built drawings, and sprinkler and fire alarm verification reports (if applicable).

Prior to Release of Tenant Improvement Allowance

Please refer to the Offer to Lease and or Lease for further detail, but generally the following shall apply for the Tenant Improvement Allowance to be released:

- There are no outstanding charges on the Tenant’s account (including any Development or BaseBuilding work completed on behalf of the Tenant).
- The Lease Agreement or other documentation has been fully executed.

- Tenant has been set up on Pre-Authorized Debit Plan, if applicable.
- A Statutory Declaration has been received from the Tenant as evidence that all contractors havebeen paid in full along with copies of invoices.
- The Tenant must be in occupancy of the premises.
- A copy of the Contractors Liability Insurance and a copy of the Contractor's WCB Clearance lettermust be submitted.
- All Tenant work has been completed in accordance with the Tenant Guidelines. Air Balancing, As Built drawings and Final Inspection Report have been submitted to Colliers.

Energy Conservation

Every effort must be made by designers to reduce the energy consumption by using:

- LED fixtures instead of fluorescent lighting
- Local switches on workstation valance lighting
- All areas must comply with the WCB regulations regarding lighting levels.
- No switching zone shall exceed 1,000 square feet.
- All non-task lights should be controlled by the building DDC system.

Material Selection

Colliers and the Landlord are strongly committed to using low environmental impact materials. All contractors working within Arthur Erickson Place are encouraged to use environmentally friendly materials in construction, such as products with high recycled content, products which are produced with minimal impact on the environment, and low off gassing carpeting and furnishings.

Tenant Move-In/Elevators

Prior to Tenant occupancy and the movers commencing their work, the Tenant, Tenant Contractor, and Colliers will inspect the premises and record any deficiencies or cleaning requirements. The Tenant Contractor is responsible for arranging this inspection. The Tenant will also provide Colliers with a copy of the interim or final occupancy permit issued by the City of Vancouver.

To book the elevator please call Colliers Service Centre at 1-877-255-5888, please provide as much notice as possible to avoid conflicts. The capacity of the elevators is 3000 to 3500 pounds. The size of the centre opening elevator door is 42 inches wide by 83 inches high. The clear height within the elevator is 118". The clear inside dimensions of the elevator cab 62” wide x 78”. Tenants and designer should consider these limiting factors as well as access routes when completing their design work.

SECTION 2: TENANT WORK RULES AND REGULATIONS

The following outlines the general Rules and Regulations enforceable by the Landlord at any time during the construction period. Failure to comply with any of the items outlined below may result in the job beingstopped/halted by Colliers. The Landlord accepts no faults for non-performance by the Contractor should this event occur. Strict adherence to these guidelines is mandatory.

Colliers will inspect all work and has the authority to stop work where there areviolations of these guidelines and/or have violations rectified at the Tenant's cost.

The following shall be considered part of the requirements for Tenant, designers, contractor, andsubcontractors:

1. All construction must be performed by a general contractor and subcontractors whom Colliers shall approve; such approval not to be unreasonably withheld. Colliers reserves the right to inspect and approve all work carried out by the Tenant's Contractors to ensure compliance with approved drawings and building standards.

2. All carpeting installed using the "direct glue down" method must be adhered with a water-solubleadhesive approved by Colliers.

3. **INSURANCE** The Tenant is to provide to Colliers the approved Contractor's Certificate of Insurance with comprehensive general liability insurance covering work with a minimum of five million dollars ($5,000,000) on any occurrence. The policy will contain a cross liability clause naming the Landlord, 1075 West Georgia Ltd., and Colliers. as additional named insured and be extended to include automobiles and contractor's protective andblanket contractual liability. As well, the contractor is to provide an "all risk" of physical loss or damage policy covering the total contract price for Tenant's Work.

4. **WCB** The Tenant is to provide to Colliers a WCB Clearance Letter as evidence that the Contractor is in good standing with the Workers' Compensation Board.

5. It is the Tenant's responsibility to ensure that the Tenant's contractor observes and complies withall applicable construction, and health and safety regulations. Any additional safety regulations which may be imposed by an authorized representative of the Landlord must also be complied with, immediately and fully. Should failure to comply result in any construction delay, the Tenant will be held responsible for all resulting costs.

6. The Tenant's Contractor is required to post at the site at least two names and telephone numbersfor emergency contact. In the event of an emergency, call 911 and Colliers Service Centre at 1-877-255-5888.

7. Operable fire extinguishers must be supplied by the Tenant Contractor and be kept within theLeased Premises throughout the construction period.

8. The Tenant's Contractor shall restrict deliveries of materials and equipment to predeterminedtimes and routes as directed by Colliers.

   Deliveries are not permitted through the main entrance doors of the building.

9. The Tenant Contractor must protect base building assemblies, components, and systems during construction, and is responsible for restoring building standard finishes affected or damaged by Tenant construction. Where encroachments beyond construction limits are necessary, the Tenant Contractor shall supply and erect a suitable hoarding at the job site. The hoarding design and location is to be approved by Colliers.

10. Contractors shall protect main lobby granite flooring from movement of materials and equipmentover it with plywood or moving blankets. Contractors shall provide walk off mats on constructionside of elevator lobbies onto common areas and stairwell.

11. The Tenant Contractor must provide and erect any hoarding required by Colliers. Wherever Colliers deems necessary, polyethylene sheathing with sealed joints willbe applied to hoardings to prevent dust migration within the building.

12. All coring, drilling and other noisy work shall occur before or after Designated Business Hours of7:00am to 6:00pm Monday through Friday or can be done between 9:00am to 4:00pm on Weekends.

13. During the construction of Tenant Improvements, the Landlord will not be responsible for any lossor damage to the Tenant's materials, fixtures, equipment, etc. whether the loss is a result of the Tenant's failure to properly secure the premises or any other circumstances.

14. The Tenant Contractor shall not use "Ramset", "Hilti", or other explosive type fastening devicesduring Designated Business Hours as outlined above.

15. The Tenant Contractor shall confine operations to the leased area and arrange for the security ofthe Tenant's leased area and equipment, materials, etc. during the construction period.

16. The Tenant Contractor shall keep premises clean and remove garbage daily. The Tenant Contractor must decide with Colliers for the location and storage of large refuse containers. All Contractors working within Arthur Erickson Place are strongly encouraged to recycle construction materials. The Landlord requires all Tenant Contractors to make their own arrangements for recycling of glass, plastic, wood, and waste gypsum board.

The Tenant Contractor is required to comply with all jurisdictional regulations concerning disposal of thefollowing products:

1. Gypsum board and other heavy items may only be stacked twelve inches high. Stacks shall belocated across beam lines and near core walls or columns.

2. UNDER NO CIRCUMSTANCES will the movement of construction personnel, tools, materials, etc.be permitted via passenger elevator other than with Colliers's consent and proper protection of the elevator and lobby finishes.

3. Finished flooring at the work entrance must be protected with a carpet remnant at least three feetby five feet (3' x 5') in area.

4. Colliers will inspect the work and has the authority to stop work where there are violations of these guidelines. Colliers has the authority to have any violations rectified at the Tenant's cost.

5. Colliers may require that part or all the leasehold improvement work beconducted after Designated Business Hours.

6. Prior to commencement of construction, the Tenant and the Tenant's Contractor will make arrangements with Colliers to inspect the public areas adjacent to the constructionarea to list any existing deficiencies. Following substantial completion, both parties will again inspect these public areas and the Tenant Contractor will be required to repair any new damage which may have occurred during construction.

7. All "hazardous" materials must be handled and stored in accordance with the WorkplaceHazardous Materials Information System (WHMIS).

8. Firestopping must be replaced immediately at all new floor penetrations.

9. Smoking will not be permitted by the Tenant or Tenant Contractor in accordance with municipalby-law.

Any modifications to the locks & keying systems must be performed by:

Al Scott Lock and Safe
102A – 505 Burrard St
Vancouver, BC V7X 1M5
Phone: (604) 239-8587

Prior to moving in, the Tenant is responsible to ensure that its Contractor cleans:

- Carpets and all other floor coverings.
- Light fixtures and lenses.
- Perimeter radiation units, inside and outside.
- Inside face of windows, curtain wall mullions and window blinds.
- Public corridors adjacent to Leased Premises, and service areas used during construction.

SECTION 3: DESIGN CRITERIA

3.1 Base Building: Tenant Improvements

In this section:

- "Base Building" means the then standard products, finishes, materials, equipment and enclosures provided by the Landlord and which make up the building, but specifically excluding the Tenant Improvements. The cost of any modifications to the Base Building necessitated by a Tenant fit-out are the responsibility of the Tenant and will be funded by the Tenant Allowance (if any) provided to the Tenant. The sole exception is any architectural work associated with the provision of demising walls and access/exit doors within the Leased Premises as required by code, which are supplied by the Owner, unless otherwise stated in the Offer to Lease or the Lease.
- "Tenant Improvements" means and includes all fixtures, finishes and improvements installed within a Leased Premises, irrespective of when or by whom the same were installed.

The Base Building is provided by the Owner, as set out below:

Base Building Floor Finishes

Entrance Lobbies	Carpets / Stone Tile / Concrete
Public Corridor*	Carpet
Washrooms	Ceramic Tile
Locker Rooms	Ceramic Tile
Electrical Rooms	Painted Concrete Floor
Exit Stairwells	Painted Concrete Floor
Exit Corridors	Painted Concrete Floor
Tenant Areas	Exposed Concrete - Trowel Finish

**For multi-tenant floors only.*

Note: Base Building concrete floors are *not suitable for Hardwood Floor installation.*

Basic Building Wall Finishes

Entrance Lobbies	Painted Drywall, Concrete, Wood Finishes and Glazing
Public Corridors	Painted Drywall
Washrooms	Ceramic Tile to 5'-10" and painted drywall
Locker Rooms	Ceramic Tile
Electrical Rooms	Painted Drywall
Mechanical Rooms	Painted Drywall
Exit Stairwells	Painted Drywall
Exit Corridors	Painted Drywall
Tenant Areas	Taped, Filled and Sanded Drywall or if currently painted, as existing.

Curtain Wall and Windows

Aluminum, thermally broken frames with tinted double pane "Low E" glazing. The building standardfor window coverings is a roller shade, Sheerweave by Phifer style 2410 3% P14 Oyster/Pearl gray. Draperies are not permitted by the Owner on perimeter windows.

Tenant Area Ceilings

The building is constructed on a 10 foot by 14-foot module. Exposed concrete I-beams span the width of each tower and provide lighting and acoustical coffers. Effective ceiling height between the I-Beams is +/- 11" 0"" and below the I-Beams is +/- 8" 6". Suspended ceilings must not be designed without first reviewing with the Landlord and their Consultants.

Service areas such as electrical rooms, telephone rooms, and storage rooms will have exposed structure or suspended acoustic tile. Washrooms, washroom vestibules, elevator lobbies, and multi- tenant corridors may have suspended acoustic tile.

Please note that any changes to the ceiling grid or lighting grid will require seismic restraints as per building code.

Entrance/Exit Doors

The Owner will provide one (1) building standard entrance door assembly per Tenant, and if required by Building Code, a second building standard door for exiting. Standard entrance doors are as existing or 2" D x 3".0" W x 8'-1" H solid core door with frame in white rift oak veneer, to building standard finish.

Approved alternate Tenant entries allowed by the Landlord include wood door with sidelight and fully glazed door with sidelight. Construction of approved alternate Tenant entrances will be left for the Tenant's contractor with any costs above the Owner's credit for building standard entry, borne by the Tenant.

Additional or special entrances must be approved by Colliers.

Entrance Door Hardware

Heavy duty lever handle door sets with polished stainless finish are standard for all Tenant entrance doors. All locksets and deadbolts must be keyed to the building master key system.

Latchset:	Schlate L04539 x 03B – 626
Lock:	Medico mortise cylinder x C26D,
Hinges:	Stanley BB179 x C26D, 4 ½" x 4"
Doorstop:	Fefum #200 x C26D argent 10-line locksets.

Heating, Ventilation and Air Conditioning (HVAC)

The heating, cooling and ventilation system is an integral part of the architectural design and requires the exposed slabs and architectural coffers to function effectively. **This feature is to be given considerable importance when proposing alterations to the existing exposed ceiling structure.**

Perimeter areas are served by induction units (one per 10-foot bay) which supply primary conditioned outside air and induce space air to provide approximately 80 cfm primary and 250 cfm total inducedair. A thermostat controls space temperature by modulating chilled water flow to the units. There is a thermostat for every two bays, however, each bay could be controlled separately by adding a thermostat.

The interior areas are served by a constant volume reheat air supply in four thermostatically controlled zones per floor. Thermostats to control the reheat coils are in the return air plenum. **The air is discharged through linear slots located in false beams at ceiling level.**

The return air system is via inactive linear slots connected to the plenum created by the supply air false beams. There is no base building provision for dedicated exhaust from the floors. **It is re- emphasized that the HVAC system functionality and effectiveness will be adversely affectedby the introduction of dropped ceilings**. However, any proposals to install dropped ceilings maybe reviewed by the landlord's consultant.

A direct digital control system adjusts the induction and interior air supply temperature in response to temperature sensor measurements on every floor. Except for the perimeter induction units, there are no tenant adjustable temperature controls permitted.

Concentrated loads in perimeter and interior areas can be accommodated by addition of supplementary condensate water-cooled air-conditioning units, installed and maintained at the Tenant's expense. These supplementary air conditioning units are to be connected to the base building closed loop condensate water system. The condensate loop runs from the roof down to thesecond floor in the mechanical shaft located at grid lines **15/B.** Colliers is to be contacted prior to design/connection to determine if the existing system can handle the new load. **City water must not be used for air conditioning purposes.**

The building is cooled by two centrifugal chillers when the ambient temperature is above 13 degrees Celsius (55 degrees Fahrenheit). When the temperature drops below 13 degrees, it uses outside air for free cooling.

Heating for the building is provided by gas fired hot water boilers supplying heat to coils in the air handling units. The induction units receive heated air and then cool this air to the desired temperatures.

Fixed furniture and walls must not be located to restrict the ability to service or preventthe functioning of mechanical equipment. The under-window induction units must have two footof free space in front of them to allow access and return air entry.

The base building HVAC system has been designed to provide the following heating and cooling capacities:

Cooling

Perimeter (south exposure): 50.4 Btu/sq. Ft. [First 15 feet]
Interior: 22.19 Btu/sq. Ft.

Heating

Perimeter: 18.09 Btu/sq. Ft. [First 15 feet]
Interior: 15.42 Btu/sq. Ft.

Testing, Balancing & Commissioning

Adjust all air outlets to air quantities indicated on the base building drawings. Air terminals to be adjusted to provide optimum air distribution. Any modifications to the base building standard are to be designed by an approved mechanical consultant for the landlord's approval.

Each of the two (2) towers is provided with two (2) return air shafts and two (2) supply air shafts, each c/w a reheat coil per floor.

On a multi-tenant floor, the balancing contractor is responsible for balancing and checking the operation of the HVAC equipment that serves that space regardless of its location. Thus, if a tenantoccupies only part of a tower, the supply air and reheat coils serving that

space, as well as anothertenant, must all be recommissioned. All air outlets down stream of the reheat coil(s) will require rebalancing.

Interior zone. Ceiling supply and return ductwork.

- Check operation and calibrate the hot water pneumatic controllers.
- Check the heating controls and isolation valves for 100% operation, ensuring valvesystems are not leaking.
- Check condition of the reheat coils and filters. Replace air filters as needed and vacuumboth sides of coil.

Perimeter zone. Window induction units.

- Check operation and calibrate pneumatic controllers.
- Check chilled water and isolation valves for 100% operation, ensuring valve stems arenot leaking.
- Vacuum cooling coil, mesh filter and inside of induction unit.

The Tenant must employ the Landlord's HVAC, air balancing and controls sub-contractor to ensureproper installation and operation of the building's overall HVAC system. Attempts should be made to place Tenant demising walls between HVAC zones. Where Tenant demising walls interfere with the base system HVAC, the Tenant Fit-Out allowance shall cover the cost to completely restore HVAC function for the floor. The balancing contractor shall upon completion provide the landlord with two copies of the balancing report and a letter stating compliance with the base building standard listing any.

Smoking

As per the City of Vancouver Health By-Law smoking is not allowed within 6 meters of any opening into any building including any door orwindow that opens or any air intake. This regulation is strictly enforced.

HVAC Controls

The HVAC System is controlled by a direct digital control (DDC) system. Computerized programmable thermostats within each zone provide automated night set back with a

manual override. The system can easily be programmed to suit specific requirements within each zone. The DDC graphics must be updated at the Tenant's cost to reflect the Tenant layout.

Fire Protection

All Tenant areas are fully sprinklered with chrome pendant heads. A minimum of **24 hours written notice** must be provided to the Landlord if a shutdown of the sprinkler system and/or the fire alarm system is required.

When the building was originally built in 1968, it was not sprinklered. Two standpipe risers were provided for use with a fire hose cabinet and 2-1/2" hose valve connections at each floor. A diesel fire pump provided additional pressure for the standpipe system.

In 1978, the building was sprinklered. Four risers serve the building with each floor being annunciated at the main fire alarm panel. Protection of the space is via sidewall heads fed from mains within the HVAC false beam. The location of the sprinkler deflector heads and the absence of heads on the underside of the beam do not meet current code requirements.

The city has requested as each area or floor undergoes a tenant fit out, that sprinkler upgrading be provided for. The location of sidewall heads can remain but any areas where the horizontal distance in the false beam from the edge to a wall is 8 inches or greater, or if no wall is present, then pendant heads are required.

The Base Building Fire Alarm system is Siemens MXL, with two satellite panels in the building and the annunciator panel located at the main entrance.

Manual pull stations, fire alarm bells are located at exits and stairwells, and smoke detectors are in the electrical room. Any additions or upgrading to the fire alarm system due to tenant requirements shall be executed by the Landlord's approved contractors at the tenant's expense.

Lighting

A 600/347V lighting panel “LP-T” is installed in each floor electrical room feeding the lighting system. The lighting system consists of 8’ or 4’ foot LED luminaries installed to suit the concrete coffers. Lighting is controlled by a computerized programmable low voltage system with daily and weekend after hours setting as well as local manual control. It is imperative that any non-building standard Tenant lighting be tied into the low voltage control system to maximize energy efficiency. Base building switch zoning is based on lease area and is to be proportionately applied at approximately one switch per 1,000 square feet. The base lighting system is designed to approximately 50-foot candles based on an open plan.

Power

Typical Floor Power Distribution:

A typical power distribution per floor consists of a main panel board “LP-T” designated to the floor. The panel “LP-T’s” be fed from the riser busbars through a fused disconnect switch. The panel “LP-T” feeds power panel “PP-T” through a 600v/120-208v transformer that is designated for three corresponding floors.

Main Panel board “LP-T”

Panel “LP-T” has 225A busbars, 24 branch circuits, protected by fused disconnect switch. Rating of the fused disconnect varies from floor to floor.

i. Panel “LP-T”, 347/600v feeds normal lighting circuits on the floor, and a Power Panel “PP- T” through a 600v/120-208v transformer if the transformer is located on the same floor.

Power Panel “PP-T”

i. Panel “PP-T” has 225 A busbars, 42 branch circuits protected by a 3P circuit breaker.Rating of the circuit breaker varies from panel to panel.

ii. Panel “PP-T”, 120/208v feeds the floor duct system throughout to accommodate convenience outlets.

Transformer

A standard dry type, 45 kVA 600v-120/208v is allocated for three floors. The transformer is fed from the lighting panel on the same floor. Some floors have 75 kVA 600v-120/208v transformers.

Circuit breakers are provided one per 200 feet of floor area. Any required upgrade to the circuit panel is paid from the Tenant Allowance.

Plumbing

Washrooms are located on each floor in the core areas. No provision is made for tenant, in-suite plumbing groups. If an in-suite plumbing group is required, the requirements shall be reviewed with the Landlord's consultant.

The Tenant must employ leak detection including leak detector incorporated in all server room condensate drip pans, below all kitchen(ette) fixtures (sink, coffee machine etc.). A local audible alarm and automatic isolation valves on DCW/DHW should also be incorporated.

Demising Partitions

The Owner will provide demising partitions (architectural component only) to the underside of structure enclosing each Tenant area. On the Tenant's side, the surface will be as existing or taped, filled and sanded gypsum board ready for priming and finishing by the Tenant.

Base Building Changes

Base Building standard materials and finishes may not be altered without the prior written approval from Colliers. If changes to the Base Building are permitted, the Tenant must

provide a letter indicating the Tenant's undertaking to return the demised premises to the original Base Building standard at lease termination.

Use and Occupancy Requirements

Corridor locations on multi-tenant floors are determined in accordance with the building code's useand occupancy requirements. Tenant entrance and egress doors must also be in accordance with these requirements as they relate to the Tenant's interior layout. Special consideration must be paid to the length of "dead end" corridors as defined in the building code.

3.2 Building Systems

Integral Work

To prevent the voiding of maintenance and construction warranties, integral work required on behalf of the Tenant, with prior consent of Colliers, must be executed by the Landlord's designated contractors as part of the overall Tenant Work Contract and at the Tenant's expense.

Integral work shall include, but is not limited to:

a) All work to the structure.

b) All work beyond the Tenant's Premises, including all work on and through the roof.

c) All work on life safety and security systems.

d) All work on sprinkler systems.

e) All work on mechanical and control systems.

f) All electrical work up to and including the electrical panel provided to the Tenant area.

a) All telecom work from the supplier cross-connect at the P-3 level through to the supplier cross-connect on each floor.

b) All design and consulting work necessary to the above.

Modules

The building and building services have been designed to a module and partitions must be kept on this module wherever possible. All partition walls that intersect an exterior perimeter wall must do so at the aluminum framing or at a drywall surface. Intersections at glazed surfaces will not be permitted. Modification to the module must be avoided because of the effect such alterations have on the other components such as sprinkler heads, diffusers, light fixtures, ceiling heights, etc. If altered, costs of the revision to any of these systems will be at the Tenant's expense.

Surplus Material

All surplus Base Building materials such as light fixtures, ceiling tile, doors, door frames, etc. not used or re- used in construction or renovation is the property of the Owner and must be itemized for Colliers to accept or permit the Tenant to dispose of.

Structural

Columns at each end of the two towers serve as interior zones supply air and return air duct shafts. Tenants shall not permanently fix to, or in any way damage the sandblasted concrete finish of these columns, installing partitions, furniture, electrical outlets, etc. Access doors must be kept accessible.

Typical building columns along the north and south sides of the two towers integrate induction unit ducting or piping. Tenants shall not puncture the drywall finish for the installation of partitions, furniture, electrical outlets, etc. Any access doors must be kept accessible.

All core walls finished in sandblasted concrete shall not be altered without the written consent of the Landlord. Abutting of partitions, furniture, etc. shall be in such a manner as not to permanently damage or mark the sandblasted concrete finish.

The building standard sandblasted concrete wall treatment in elevator lobbies is not to be altered by Tenants.

Any floor penetrations must be located to avoid conflicting with structural components within the floor assembly. Proposed locations must be approved by Colliers. Larger openings in the structural floor are possible at certain locations. Designers should inquire with Colliers if they are considering this type of floor opening. Special fire separation systems and assemblies are required at all floor penetrations to maintain the integrity of base building floor to floor fire separation.

Floor Loading

The live load capacity of the floor assembly in typical office areas is eighty pounds per square foot and the dead load capacity is twenty pounds per square foot for partitions and finishes. Wherever Tenant Improvements, furnishings, equipment, storage areas, etc. approach or exceed these limits, the Tenant must provide a sketch to Colliers in advance of any construction which indicates the location and weight of the item or area in question. All structural engineering involved in checking existing capacity and reinforcing provisions for Tenant loads more than the foregoing will be at the Tenant's expense.

Mechanical

Fixed furniture and walls must not be located such that they restrict the ability to service or prevent the functioning of mechanical or electrical equipment.

Electrical

Power and electrical cables must be routed through floor walker duct system and access floor rings to the system must be always kept accessible The Tenant is responsible for the cost of providing local light switching as outlined under 3.3 Lighting.

Load calculation must be provided by the Tenant Consultant. Drawing submitted for review without load calculation shall be rejected.

If a floor is occupied by more than one Tenant, each tenant must have dedicated circuit breaker. No circuit breaker shall be shared by two or more tenants. All power shall originate from circuits in panel on the Tenant floor. Tenant's contractor will be held responsible for any violation of this rule.

Contractors shall provide neatly typed circuit directories in panel boards to indicate the area or equipment controlled by each branch circuit.

Energy Conservation

Designers should make every effort to reduce electrical consumption. Electrical consumption is limited by the capacity of the air conditioning system, which removes heat generated by all electrical lights and devices. Early in the design process, the designer should contact the Mechanical Consultant and establish the limitsthat apply to the pertinent Tenant area.

Telephone and Data Communications

The Tenant is responsible for arranging for any telephone or data equipment within their space. The Tenantmust also arrange for the supply and installation of any required conduit, data cabling, voice cabling, low voltage telecommunications cabling and similar equipment within their own space. All Tenant equipment must be housed within Tenant space. Any special cooling or ventilation required for tenant specificequipment shall be supplied, installed and maintained by the tenant.

A ¾" painted plywood telephone panel is installed in each floor electrical room where Telus demarcation terminate.

The Tenant must use a reputable Designer for the design of the Communications Cabling System within Tenant space. The Tenant must Colliers in writing of both the completion date of the project and the activation date of the service and provide as-built drawings in

written and electronic (CAD) form of all installations in the Tenant space within 30 days of activation of the service. All construction/cabling must comply with all current National and Provincial Building and Fire Codes as well as any other relevant legislation dealing with the installation and operation of communication and data cables within their suite. The Installation and Design must also conform to ANSI/TIA/EIA Telecommunication Standards and bulletins. Communication, security, control and data cabling within Tenant space must be installed in the building walker duct system. The Tenant shall be responsible for properly removing any unused cable encountered during any installation of communication and data cabling.

Upon inspection, the Tenant shall have 30 days to rectify any deviation from the building standards after being notified in writing. Should the Tenant fail to rectify the issue, Colliers may undertake correction of the deviation at the expense of the Tenant.

After the initial installation, no coring or additional conduit or any other wiring infrastructure is to be installed in the Tenant space without the written approval of Colliers or the Riser Manager.

All drawings must be submitted to Colliers for review, and approval must be received by the Tenant in writing prior to commencement of any work. This review and approval by Colliers shall in no way limit the liability of the Tenant Communication Cabling Designer for any failure to provide a fully functional Structured Cabling System as per the ANSI/TIA/EIA Telecommunication Standards and bulletins. All cables within the building envelope are to be tagged and labeled in accordance with ANSI/TIA/EIA Telecommunication Standards and bulletins and tagging and labeling systems are to be consistent for all Tenant work.

SECTION 5: LOW VOLTAGE LIGHTING DESIGN CRITERIA

General

The concept of the low voltage lighting control in tenant spaces is to control ALL lighting within the space. The basic function is to provide a manual 'on' function upon entry and a programmed 'sweep' off at the endof day. All lighting in the tenant suite would be controlled including overhead lighting, 120v accent lighting meeting rooms and secondary spaces. The design is expected to meet the ASHRAE 90.1 – 2010 Guideline.

Zoning

The essence is to appropriately size lighting control zones on each floor, provide local switching and can program each relay or 'control zone to a maximum of 2,500sqft for an area less than 10,000sqft, independently if required or in a group switching function. The lighting controller relays should be distributed logically for the size and layout of each suite/floor to best take advantage of the lighting control function for each floor. Each zone will be programmed to sweep 'off' at regular intervals from the end of business through the nights and weekends based on the tenants' schedules by the building staff.

NO ganged switch boxes should be supplied but zone switches should be located individually on convenient traffic paths to the workspace zones.

A 10-minute warning flash is required to allow for the zone to be overridden if desired. The Maximum individual over-ride shall not exceed 2 hours.

In public areas and corridors etc., programmed 'on' and 'off' times, will be established by the building staff based on tenancy and lease requirements and suggest occupancy sensor over-ride for after hours.

Open Area Office Control

For the general office areas Low Voltage switching is the only acceptable method of switching. Switching zones should be designed on reasonably sized 'functional' areas. Very large zones are not acceptable andshould be broken up. The need for interpretation because of different interior designs and tenant schedulesis acknowledged.

Enclosed Offices Control

Provide manual on/off capability with low voltage programmed sweep off.

The controlled lighting shall have a least one control step between 30% and 70% of full lighting power in addition to all off. Each space shall have at least one control device to allow the occupant to control the lighting. An occupancy sensor shall turn lighting off within 30 minutes of occupants leaving the space.

Secondary Tenant Spaces

For storage and other spaces (including washrooms) Line Voltage switching is acceptable in conjunction with integral motion or IR detector (dual technology occupancy sensors) with appropriate off timing relay (i.e., +/- 5 to 20 minutes). If the switch cannot be appropriately placed, then low voltage switching must be used.These lights must not be fed from Low Voltage controlled circuits from the tenant spaces.

Photocells/Daylight Coordination

Where photocells are used, they must provide an input into the Low Voltage switching system. The Photocells should not be interrupting the line voltage circuits directly. Ideally, first row and second row lightsfrom the windows, would have separate photocell activation. Enclosed spaces 250sqft and larger are required to have multilevel or dimming control.

Master Control Switches

Master ON lighting control switches is not allowed. However, for convenience a Master OFF switch can be provided at the entrance.

Secondary Lighting

All Tenant decorative, accent or sundry lighting must be accommodated into the low voltage lighting switching and control hierarchy with appropriate switching as required.

Modular Switching

Task lighting circuits in modular furniture should be low voltage controlled additionally where feasible or proximity switched. Alternately, the task lights should have integral occupancy sensors.

Emergency Lighting

All 120/347 emergency lighting circuits should be switched by the same lighting zonerelay but be overridden 'On' during a power outage or emergency generator activation.

24 Hr 'Courtesy Lighting

This lighting as differentiated from true Emergency lighting should be eliminatedas economy and practicality permits.

Suite Entrance Lighting

A motion/IR activated circuit should be provided to enable light to facilitate thelocation of entrance area light switches for the remainder of the suite.

Meeting Rooms

Low Voltage lighting control should provide the master 'enable' function for the meeting room lighting (120+ 347 V), to allow for configuration and design as required. For meeting rooms, occupancy sensor shall turnall lighting off after 30 minutes of inactivity.

SECTION 6 – SIGN CRITERIA

All signage must be in accordance with the Lease, the Offer to Lease and Owner's design criteria, and must be approved in writing by Colliers prior to ordering by the Tenant. Tenant identification will be provided in the main lobby directory by the Owner at the time of initial occupancy. All other signage is provided by the Tenant and at the Tenant's expense.

Exterior Signage

Signage on the exterior of the building or signage at the entrance to the building will only be permitted for major Tenants where there is special authority included in the Lease or the Offer to Lease. Provided the Tenant has been granted by the owner, the right to exterior signage the Tenant shall be responsible for thecost of installation and the Tenant shall solely be responsible for the costs to maintain such signage to firstclass standards. The Tenant shall at its sole cost, remove the sign and make good any damage at the termination of the Lease. All such signage will require City of Vancouver approval.

Entrance Lobby Signage

Tenants with frontage onto the entrance lobby will be permitted to install signage within their premises thatis viewable from the lobby, the size, location and materials are subject to prior written approval by Colliers.

Public Corridor Signage

Tenants with entrances off public corridors may be permitted to install signage consistent with the building signage criteria on the standard entrance signage panel subject to prior written approval being issued by Colliers.

STATEMENT OF ACKNOWLEDGEMENT

I acknowledge that I have received and read the Arthur Erickson Place Street Construction & Improvements Guide and confirm that I will abide by the rules and regulations governed by the construction guidelines.

_____

Date

_____

Print Name

_____

Signature

_____

Company Name