



**712 Fifth Avenue
Construction FAQ's**

This document is not intended to be all-inclusive. Refer to the Building Standard Construction Specifications for additional information. Should this document conflict with the engineer's or architect's drawings or specifications, notify Paramount's Building Management at (212) 307-6454 as soon as possible. Conflicts between documents will be resolved in writing. Failure to obtain a conflict resolution in writing prior to bidding or construction does not resolve the contractor from complying with the requirements set forth in the Building's Construction Specifications.

1. Automation

- Building Automation changes shall be coordinated by Andrew Burns, Fire Safety/EAP Director and Honeywell.

Contacts: Robert E. Rousseau
Service Account Executive
Business: (516) 302-9497
Cell: (917) 843-4945

Rachael Jonny
Customer Care Advocate
Business: (516) 302-9497
Cell: (917) 373-2051

2. Building Code Consultants

- All filings and permit applications must be coordinated through the Building Management Office. Brookbridge Consulting Services, Inc. is the preferred expediter.

Contacts: Kristina Hernandez
(212) 406-5920 X 135
khernandez@brookbridgeinc.com

Evan Bray
(212) 406-5920 X 130
ebray@brookbridgeinc.com

3. Building Material

- If building standard materials are not used, the tenant is responsible for maintaining stock for repair. Extra material cannot be stored in electrical, telephone or mechanical rooms.

4. Documentation-Drawings-Final

- Final as-built drawings shall be submitted in ".TIF" and CAD format.

5. Electrical

- All emergency lighting circuits must be tied into our emergency generator.
- Trenching is not allowed.
- Core drilling is allowed.
- Must have floor area scanned to locate rebar first, then have area reviewed by Building structural engineer for final approval.

Structural Engineer: Lou Occhione
Severud Associates
212-986-3700

Core Drilling Testing: Melissa Porcelli
Future Tech
516-355-0168

Louis Neos
CityScan Corp.
718-482-7509

Fire Alarm System Demolition

WARNING - Prior to demolition, the fire alarm system must be secured by the Contractor in coordination with the Building fire alarm Vendor. Electrician must meet with Building Chief Engineer prior to any work beginning.

Failure to do so may cause severe damage to the fire system's electrical components. Repairs to these components will be the responsibility of the Tenant or Contractor and will be immediately repaired upon discovery.

- Ensure the Core Class E system components (pull stations, warden telephone, HVAC shutdown, smoke detectors, speakers, strobes, tamper and sprinkler flow switches) remain in full operation throughout construction.
- To avoid delays in demolition, contact the fire alarm vendor early to review demolition documentation.

HVAC Demolition

WARNING - Pneumatic lines need to be secured prior to demolition if the entire floor is not being demolished. This work is to be completed by the HVAC contractor.

Construction

FILING PROCEDURE FOR FILE ALARM SYSTEM (FAS)

- All fire alarm modifications shall be coordinated with Honeywell. To avoid delays in construction, contact Honeywell early in the design process to review drawings and documentation.
- Any work done on the existing FAS to maintain the system in working order which may include replacement of parts of same kind will be considered a minor repair and will not require filing of an application. Class "E" connections will be made by BASE BUILDING contractors.
- If existing FAS does not function properly and is not repairable due to the unavailability of approved replacement parts the whole system may need to be replaced. An application with plans must be filed for a new system. This system may be designed and installed in accordance with the requirement existing at the time of the original approval and installation.
- **Note:** When existing wiring is replaced, new audible devices shall be equipped with visual alerting devices.
- Where the building or a building section has existing FAS, addition of or relocation of speaker, gong or pull station or replacement of any components of existing FAS within the same building or building section, an application shall be filed with the Department of Buildings ("DOB"). The applicant is to docket the application, pay fees and bring it to the Fire Department without DOB review.
- Where the building or a building section has an existing FAS, any new addition to or alteration of the building or building section which may require an extension of the existing FAS an application shall be filed with DOB (section 27-969 (b)). The applicant is to docket the application, pay fees and bring it to the fire Department without DOB review unless the Fire Department deems it necessary to have docketed plans, and then the application must go through a full DOB review.
- **Note:** The extension of such FAS must comply with the all requirements of LL58/87 or applicable fire codes.
- Where a building section has existing FAS, a change of use or occupancy within the same building or building section may require an extension of the existing FAS or new FAS. An application shall be filed with DOB (section 27-969(b)), and is subject to a full DOB review.
- **Note:** The extension of such FAS must comply with the requirements of LL58/87 .
- If the building has approved FAS, for each subsequent addition of a sub system, a separate FAS application shall be filed for each floor subject to a full DOB review.
- For all FAS applications filed with DOB pursuant to items 2 through 6, a letter of approval from the Bureau of Fire Protection of the Fire Department is required in order to obtain a sign-off of the FAS applications.

- Where an original ACP-5 form has been submitted with an alteration application for the building or building section, a copy of ACP-5 form with reference to an alteration application shall be acceptable for FAS application for the said building or building section if filed within two (2) years of the date of the original report.
- All removal or installation of FAS devices must be coordinated with the Management office at least 24 hours prior to commencement of work. Contractor must confirm with the building Fire Command Station Operator that FAS device(s) have been taken off line/disabled before proceeding with installation or removal of device(s). Upon completion of work, contractor must contact the building Fire Command Station Operator to confirm the following:

The FAS device(s) have been returned to normal service.
 There is no trouble or supervisory signal on the FS90 panel.
 The FAS device(s) have been tested and functioning properly.

6. **Elevators**

- The freight entrance is located at on 56th Street. Details of freight elevator locations, specifications and hours of operation are in Appendix C.
- All construction personnel must use the freight elevators for all travel within the Building and when arriving or leaving the site. Passenger elevators are off limits.
- Freight elevator use during normal business hours is for routine deliveries only. No exclusive use of these elevators can be granted during this time.
- Any hatch opening requests must be signed off by the TENANT in advance.

7. **Hardware (doors/locks)**

- All cores must be keyed to the buildings master keying system .
- Door Hardware Contractor
 AAA Architectural Hardware
 44 West 46th Street
 New York, NY 10036
 212-840-3939
 Willy Brown

8. **HVAC**

- The standard air distribution system for the Building is high pressure ductwork up to the VAV (+- 1.5" in static pressure) using self-contained, thermally powered diffusers with plenum relief. This system works well in standard office environments. The tenant should discuss with their architect and HVAC Engineer how this system may be affected by special purpose areas such as:

Conference Rooms	Telephone Rooms
Computer Rooms	Show Room or Gallery
Places of Large Gatherings	Kitchen (with or without external exhaust)

- Air Balancing tests on new or modified ductwork is to be verified/witnessed by the Chief Engineer of the Building and a copy of the approved balancing report must be submitted for record retention.
- Building Standard radiator enclosures with access panels are manufactured by **Berjen Metal Industries - (631) 673-7979.**
- Alternative radiator enclosures may be permitted, as long as the alternative enclosures provide for access doors to radiator control valves and traps, and have adequate louvers to ensure proper heat radiation and air convection. Drawings shall be submitted to the Building Management Office for specific approval of alternative radiator enclosures.
- It is the responsibility of the tenant to make radiator enclosure access available to building personnel for maintenance. Removal of furniture or special panels / enclosures will be at the tenants' expense.

9. **Certificates of Insurance**

- a. Refer to Appendix "A". Follow the instructions for certificate completion carefully. Most certificates submitted require resubmission for failure to comply with the written requirements.
- b. Submitting an incorrect or incomplete certificate of insurance can delay your project.

10. **Labor**

- a. All Contractors and sub-contractors **MUST** employ the services of union labor, **AND** be affiliated with the NYC Builders' Trade Council.

11. **Noise and Vibration**

- a. Any construction work causing excessive noise and/or vibrations, such as core drilling, chipping of columns or floors, setting of anchors, etc. shall be performed outside of normal business hours.
- b. The definition of "Excessive Noise" or "Disruptive Work" is at the discretion of the building management office.
- c. Any work which disrupts nearby Tenants must cease immediately upon request of the Building Management Office and be scheduled for after-hours.

12. **Plumbing**

- a. Contractor must ensure adequate access doors in wet columns and access to inspect and make repairs of plumbing related fixtures such as expansion joints.

13. **Other**

- b. Building Services Request Form must be submitted prior to work starting.
- c. Building Standard material removed during construction of any Tenant space and not re-used by Tenant will be turned over to the Building Management Office at the Building's option. Example: (door hardware, exit signs, pull stations, fire hose connections, smoke detectors, etc.)
- d. Ensure all previously recalled sprinkler heads (e.g. Central Sprinkler 0-Ring style) are removed.

14. Telephone/Telecommunication

- a. Tenant equipment is allowed only in the Tenant's space.
- b. Contact the Building Office (212) 307-6454 for a listing of available telephone and communication contractors and services.
- c. Wood mounted on walls for supporting telephone or telecommunication equipment must be fire rated and meet New York City Code.