Landlord's Tenant Coordinator

The role of the Tenant Coordinator is to serve as liaison between Landlord and the Tenant, Tenant's architect, and Tenant's contractor. All plans and correspondence concerning Tenant's construction are to be submitted to the Landlord's Tenant Coordination Department.

Tenant Coordination
Twelve Oaks Mall
200 East Long Lake Road
Bloomfield Hills, MI 48304
248.258.6800

Mall Address:

Twelve Oaks Mall
Management Office
27500 Novi Road
Novi, MI 48377

Facilities Director

Building Information:

Construction Type: 2B Unprotected/Fully Sprinkled

Zoning Classification: Mercantile

Building Heights:

First to Second Floor: +/- 17'-6", Clear height to underside of structure: +/- 14'-0"
Second Floor to Roof: +/- 19'-0", Clear height to underside of structure: +/- 15'-0"
Allowable Ceiling Height: 12'-0"

Floor Construction:

First Floor: 4" concrete slab on grade with a minimum strength of 3,000 psi reinforced with WWM 6" X 1.4 X 1.4 (minimum) on vapor barrier (6 mil minimum thickness) on compacted fill.

Second Floor: Reinforced concrete slab on metal deck. 2-1/2" depressed area at storefront, (4'-0" in from the lease line) to be in-filled with Tenant floor finish.

Design Load:

First level, 100 lbs/sf maximum live load
Second level, 75 lbs/sf maximum live load
Roof, 20 lbs/sf maximum live load

Demising Wall Construction:

One layer 5/8" gypsum board, Tenant side only, on 4" metal studs @ 16" OC (20 gauge)
Service Corridor Vestibule Required:

Yes
One layer of 1/2” fire-retardant treated plywood @ 4’ -0” high with 4” metal corner guards 8’ high to be installed inside service vestibule recess to match Landlord corridor finish.

Utility Services and Points of Connection:

Electrical: Service available to premises. 277/480 volt, 3 phase, 4 wire, 60 hertz
Watt Density: Retail Tenants: 6.0 watts/SF
Food Service Tenants: 40.0 watts/SF

Tenants with electrical service requirements of less than 200 amps connect to Tenant’s electrical distribution closet located in service corridors as determined by Landlord at Tenant’s expense.

Tenants with service requirements greater than 200 amps connect to electrical service equipment in nearest electrical equipment room to Tenant’s premises as determined by Landlord at Tenant’s expense.

Tenant shall purchase a demand type electric meter (if required) from Landlord supplier.

Telephone:

Tenant to extend telephone service in conduit from premises to Landlord’s designated telephone closet as determined by Landlord at Tenant’s expense.

Plumbing:

3/4” cold water stub located above the premises for first floor Tenants, and below the floor for second floor Tenants, in a location determined by Landlord. Location of larger size stubs must be verified in field and at Tenant’s expense.

4” sanitary sewer and plumbing vent stubbed to a location determined by Landlord.

4” kitchen waste stubbed to a location below the Tenant’s premises for Food Service Tenants (only in E121/E122).

Gas Utility Company meter manifold locations as determined by Landlord.

HVAC:

VAC Conditioned Air Supply stubbed to a location within or in close proximity to Tenant’s premises. VAV boxes will be provided to the Tenant by Landlord (for Tenant installation) in accordance with the Landlord approved construction documents. Controls and programming by Landlord’s required contractor at Tenant’s expense.

Return air is through ceiling plenum. Open ceilings must have ducted returns across premises.

Maximum CFM for Tenants on the First Floor: 1.10 CFM/SF
Maximum CFM for Tenants on the Second Floor: 1.15 CFM/SF

Lighting: 6.0 watts/SF
Occupancy: One Person/75 SF

All Tenant HVAC equipment, makeup air systems, exhaust fans, etc., to be located on the roof must be installed on structural steel support rails or equipment curbs on spring isolators located on the roof in locations determined by Landlord. All roof penetrations by Landlord’s required roof contractor. All equipment must be labeled with the Tenant space number.
Fire Protection:

Sprinkler system is hydraulically calculated fire protection system. Must use schedule 40 pipe. Thin wall pipe is not permitted. Please check with the management office for the drain down and tie-in fees and isolation valve requirements.

Smoke Detectors Required:

No. Smoke control occurs in common area and through Tenant ceiling plenums.

Fire Alarm System:

Audio/Visual Annunciation System is required for each Tenant space.

Toilet Facility Requirements:

One unisex, barrier-free employee toilet is required in all Tenant spaces to satisfy the Landlord’s lease requirements. Public facilities have been provided to satisfy toilet requirements for customer use throughout Building “E.”

Exiting Requirements:

One exit required in Tenant spaces less than 1,500 sf and with an occupancy load less than 50. All other spaces require a minimum of two exits. VERIFY ALL CODE REQUIREMENTS.

CONSTRUCTION PREREQUISITES

Insurance Certificate:

Additional insured is to include:

The following to be additionally insured: TVO MALL OWNER LLC and The Taubman Company LLC as Managing Agent, Coverage is Primary and not Contributory with any other insurance carried by the additional insureds.

Construction Deposit:

Submit a Three Thousand Dollar ($3,000) deposit check for retail tenants, or a Five Thousand Dollar ($5,000) deposit check for restaurant tenants, made payable to TVO MALL OWNER LLC.

Non Refundable Charges:

Submit non-refundable facility maintenance fee (certified funds or cashier check only).
Up to 25’ linear feet of barricade @ $1,000
Over 25’ linear feet of barricade @ $1,300
Electrical charge, if needed: $350 up to 60 days, pro-rated thereafter.

Union Contractors:

Twelve Oaks Mall strongly recommends using union contractors for all Tenant-related construction.

Landlord’s Designated Roofing Contractor:

Schena Roofing & Sheet Metal
Phone: 586.949.4777

Landlord’s Designated Waterproofing Contractor:

Verify with Mall Facilities Director
**Landlord's Designated Pest Control Contractor:**  
Verify with Mall Facilities Director

**Landlord's Fire Protection Underwriters:**  
Fire protection drawings are to be sent to the Local Fire Department and FM Global:

City of Novi  
Community Development/Fire Department  
45175 West Ten Mile Road  
Novi, MI 48375-3024  
248.347.0415

FM Global  
25050 Country Club Boulevard  
Suite 300  
North Olmsted, OH 44070  
216.898.4536  
engclevelandplanreview@FMglobal.com

**Landlord's Fire Protection:**  
(Shutdowns Only)

Shutdown fee: $525 per Impairment

**Landlord's Electrical-Life Safety Contractor:**  
(Food Court Only)  
Phone: 313.255.0053

Fire Systems of Michigan  
Contact: Wendy Elgie

**Landlord's Designated Waste Hauler:**  
(Dumpster Service)  
Phone: 855.690.7785

**Waste Management / IEM**

**Electrical Company:**

No Action Needed

**Water & Sewer:**

No Action Needed

**Gas:**

Consumers Energy  
Phone: 800.477.5050

**Telecommunication Services:**

AT&T  
Phone: 888.944.0447

To coordinate voice and data, Tenants or their representatives must contact:  
Granite Telecommunications  
Phone: 855.GRT-GRID  
855.478.4743
Governing Agencies:

COMMUNITY DEVELOPMENT DEPARTMENT:
    City of Novi
    Phone: 248.347.0415

FIRE DEPARTMENT:
    City of Novi
    Fire Marshal Contact: Kevin Pierce - Station 1 Watch Desk
    Phone: 248.735.5696

HEALTH DEPARTMENT:
    Oakland County Health Department
    Phone: 248.858.1280