



1500

FIFTEEN HUNDRED LAKE SHORE DRIVE

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1500 LAKE SHORE DRIVE BUILDING CORPORATION
OPERATING PROCEDURES FOR CONSTRUCTION WORKERS

*As Revised March 1998
Office of Building Superior 7-1759*

OPERATING PROCEDURES FOR CONSTRUCTION WORKERS

1. All work must be performed between the hours of 8 a.m. and 5 p.m., Monday through Friday. Noisy work is limited to the hours of 9 a.m. to 4 p.m. Work is not permitted on weekends.
2. The building garage cannot accommodate workers' vehicles.
3. Material and tools may be unloaded in the service driveway. Vehicles that remain parked in the service area after unloading will be towed.
4. All workers must enter through the rear service door and must sign in and be issued an identification tag before being admitted to an apartment. Each worker must return the identification tag and sign out when leaving.
5. Building employees may not accept telephone calls or take messages for workers.
6. Only the service elevators may be used by workers. The elevators must be immediately released after loading or unloading materials.
7. Contractors must take responsibility for disposal of all refuse. Debris may not be placed in any building container.
8. The front and rear doors of the apartment must remain closed at all times to prevent dust, fumes and noise from entering the public areas or other apartments.
9. All corridors and elevators must remain free of dust and debris at all times. When construction causes dust and debris, contractors are responsible for cleaning these areas on a daily basis.
10. The shutting off of any water, power or telephone service lines may be done only with the advance approval of the building manager and on a schedule determined by the building staff.
11. No water, plumbing, gas, heating, electrical or ventilating risers may be disturbed in a manner which will affect their service to other apartments or will make it impossible to resume service to a future owner of the apartment currently under construction.
12. The use of any electrical chipping hammers or jack hammers is not permitted.

ALL WORK MUST BE CAREFULLY DONE SO THAT ABSOLUTELY NO ADVERSE EFFECTS WILL BE SUFFERED BY OTHER OCCUPANTS OR THE COMMON ELEMENTS. ANY DAMAGE WILL BE REPAIRED AT THE EXPENSE OF THE CONTRACTOR OR THE CONTRACTOR'S CLIENT.