

InstaLoan

STORE #11435
2496 US HIGHWAY 90 WEST
LAKE CITY, FL 32055

INTERPLAN

ARCHITECTURE
ENGINEERING
INTERIOR DESIGN
PROJECT MANAGEMENT

AA 003420
CA 8660

604 COURTLAND STREET
SUITE 100
ORLANDO, FLORIDA 32804
PH 407.645.5008
FX 407.629.9124



SEAL:

DAVID BOYCE
MAY 08 2013

CONSULTANT:

REVISIONS:
NO. DATE REMARKS

ABBREVIATIONS

AC	AIR CONDITIONING	HVAC	HEATING, AIR CONDITIONING, & VENT	T	TREAD
AFF	ABOVE FINISH FLOOR	INSUL	INSULATION	TELE	TELEPHONE
AHU	AIR HANDLING UNIT	LAC	LAY-IN ACOUSTICAL CEILING	TPD	TOILET PAPER DISPENSER
AL	ALUMINUM	MAS	MASONRY	TYP	TYPICAL
ASPH	ASPHALT	MAX	MAXIMUM	UND	UNLESS NOTED OTHERWISE
AT	ALUMINUM THRESHOLD	MECH	MECHANICAL	VCT	VINYL COMPOSITION TILE
BD	BOARD	MFR / MFR	MANUFACTURER	VERT	VERTICAL
BLKT	BLANKET	MIN	MINIMUM	VT	VINYL THRESHOLD
CJ	CONTROL JOINT	MO	MASONRY OPENING	WC	WATER CLOSET
CLG	CEILING	MR	MIRROR/MOISTURE RESISTANT	WD	WOOD
CMU	CONCRETE MASONRY UNIT	MTL	MARBLE THRESHOLD	WP	WATERPROOF
COL	COLUMN	MTL	METAL	WWF	WELDED WIRE FABRIC
CONC	CONCRETE	NA	NOT APPLICABLE	W	WITH
CONT	CONTINUOUS	NIC	NOT IN CONTRACT		
CPT	CERAMIC TILE	NOM	NOMINAL		
C/L	CENTER LINE	NTS	NOT TO SCALE		
DBL	DOUBLE	OP	ON CENTER		
DF	DRINKING FOUNTAIN	OPP	OPPOSITE		
DIA	DIAMETER	PLYWD	PLYWOOD		
DIM	DIMENSION	PREFAB	PREFABRICATED		
DN	DOWN	PSP	POUNDS PER SQUARE FOOT		
DS	DOWN SPOUT	PT	PAINT / PRESSURE TREATED		
EJ	EACH	QT	QUARRY TILE		
ELEC	ELECTRICAL	R	RISER/RADIUS		
ELEV / EL	ELEVATION	REBAR	REINFORCING BAR		
EXIST	EXISTING	REF	REFERENCE		
FD	FLOOR DRAIN	REINF	REINFORCE		
FE	FIRE EXTINGUISHER	REQ'D	REQUIRED		
FF	FINISH FLOOR	ROUGH	ROUGH OPENING		
FR	FIRE RATED	SB	SPLASH BLOCK		
GALV	GALVANIZED	SHVS	SHelves		
GYPBD	GYPsum BOARD	SIM	SIMILAR		
HC	HANDICAPPED	SPEC	SPECIFICATION		
HDW	HARDWARE	SS	STAINLESS STEEL		
HM	HOLLOW METAL	STL	STEEL		
		STOR	STORAGE		
		SUSP	SUSPENDED		

GOVERNMENTAL AGENCIES

JURISDICTION: COLUMBIA COUNTY
BUILDING AND ZONING DEPT.
ADDRESS: 135 NE HERNANDO, AVE SUITE B-21
LAKE CITY, FL 32055
PHONE: 386.758.1008
CONTACT: LAURIE HODSON
laurie_hodson@columbiacountyfla.com

OWNER & CONSULTANTS

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SAVANNAH, GEORGIA 31401
PHONE: 912-721-5957
CONTACT: ALLISON BONNER
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INTERPLAN LLC
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PHONE: (407) 645-5008
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CONTACT: STACY HENSON

SHEET INDEX

SHT. #	DESCRIPTION
CS	COVER SHEET
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A2	MECHANICAL, ELECTRICAL, PLUMBING PLAN
A3	REFLECTED CEILING PLAN
A4	PROJECT DETAILS
G1	STANDARD DETAILS
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G3	SPECIFICATIONS
G4	GENERAL NOTES
E1	ELECTRICAL POWER AND SYSTEM PLAN
E2	LIGHTING PLAN

CODE / PROJECT DATA

BUILDING CODE: 2010 FLORIDA BUILDING CODE - BUILDING
MECHANICAL CODE: 2010 FLORIDA BUILDING CODE - MECHANICAL
PLUMBING CODE: 2010 FLORIDA BUILDING CODE - PLUMBING
FUEL GAS CODE: 2010 FLORIDA BUILDING CODE - FUEL GAS
ELECTRICAL CODE: 2008 NATIONAL ELECTRIC CODE
ENERGY CODE: 2010 FLORIDA BUILDING CODE - ENERGY CONSERVATION
ACCESSIBILITY CODE: 2012 FLORIDA ACCESSIBILITY CODE
LATEST NFPA 101 LIFE SAFETY CODE
SMOKE DEVELOPMENT RATING OF INTERIOR FINISH MATERIALS SHALL NOT EXCEED 450,
PER 2006 IBC, CHAPTER 8, SECTION 803.1 & 803.2.1
OCCUPANCY CLASSIFICATION: BUSINESS
CONSTRUCTION CLASSIFICATION: EXISTING IIB
SPRINKLER SYSTEM: YES ☒ NO
BUILDING S.F. TOTAL: 5,982 S.F.
TENANT SPACE S.F. TOTAL: 2,362 S.F.
OCCUPANT LOAD: 2,376 S.F./100 S.F. PER PERSON = 24 OCCUPANTS
EXISTING EXITS PROVIDED: 1
PROJECT SCOPE: INTERIOR ALTERATION FOR NEW TENANT LAYOUT

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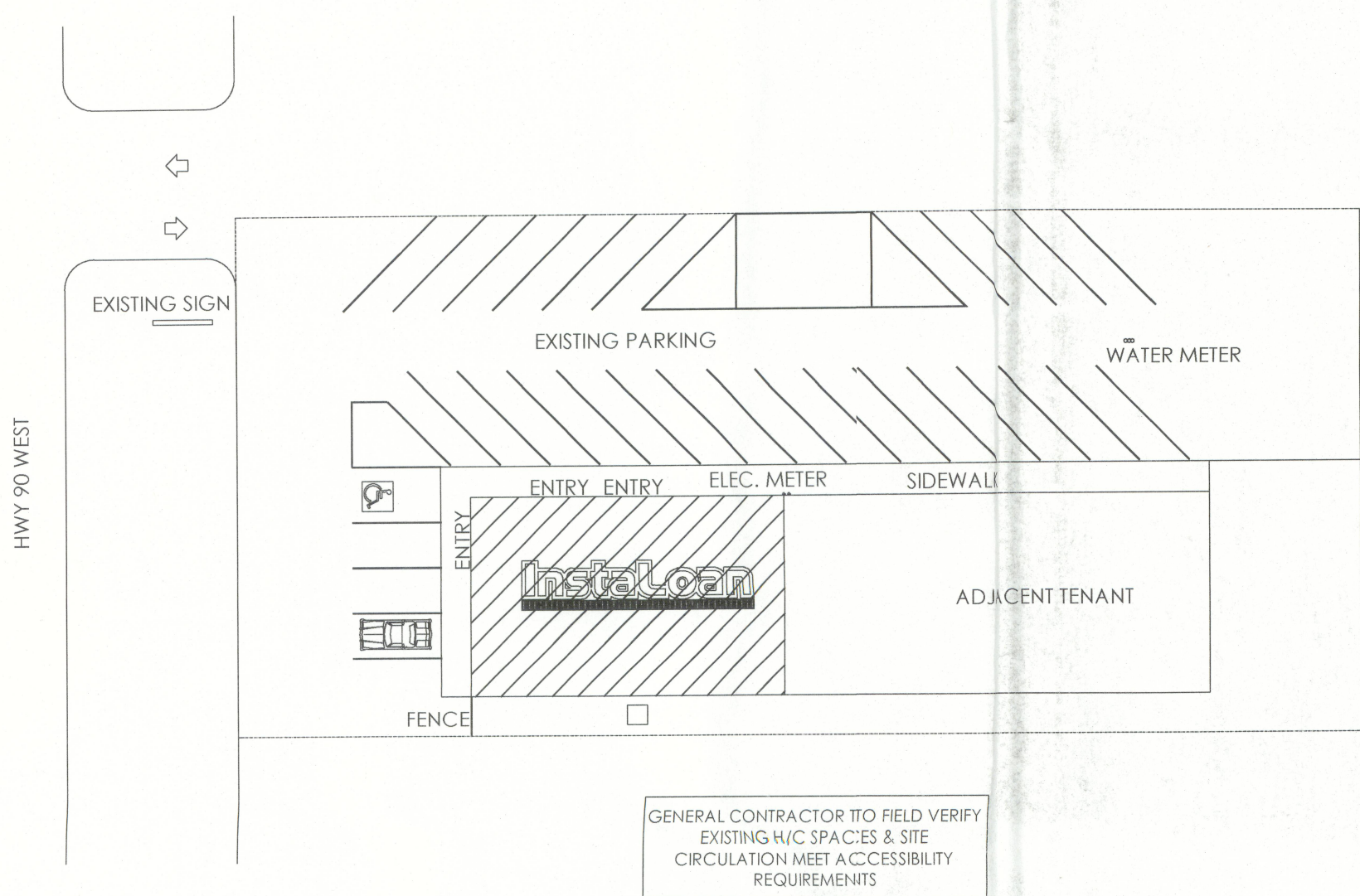
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STORE #11435

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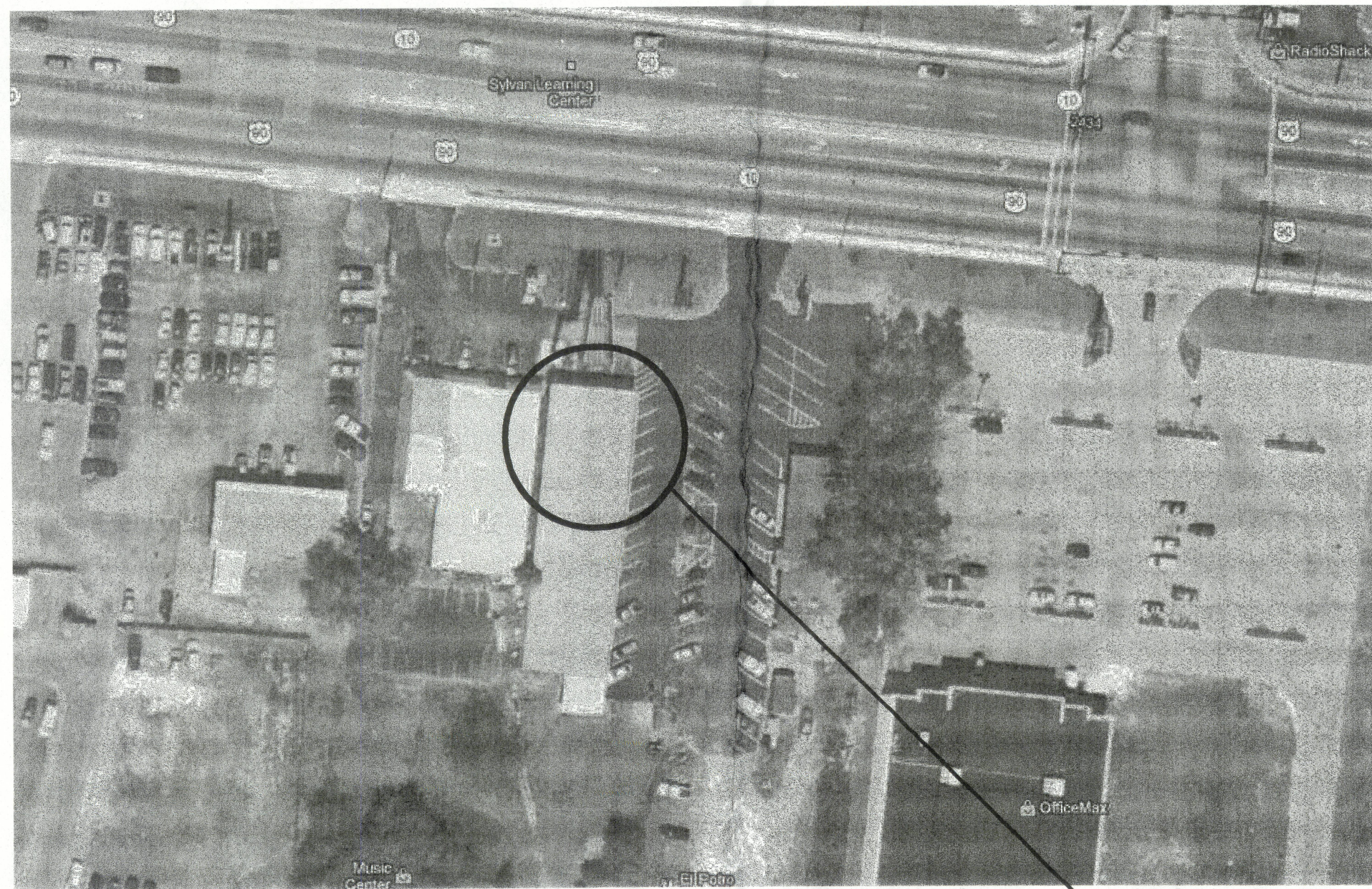
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PROJECT NO.: 2013.1176
DATE: 05.08.2013

CS
COVER SHEET

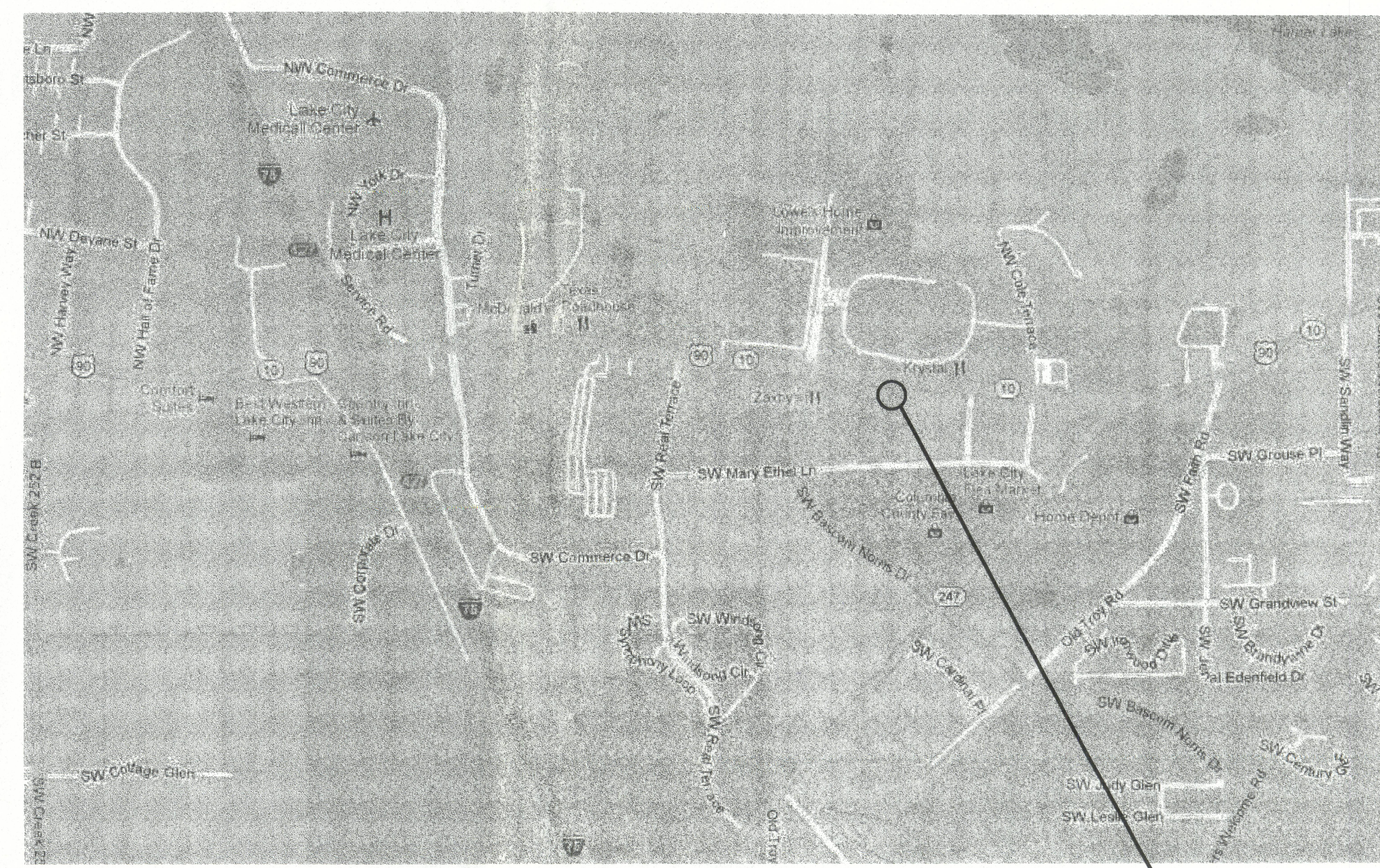
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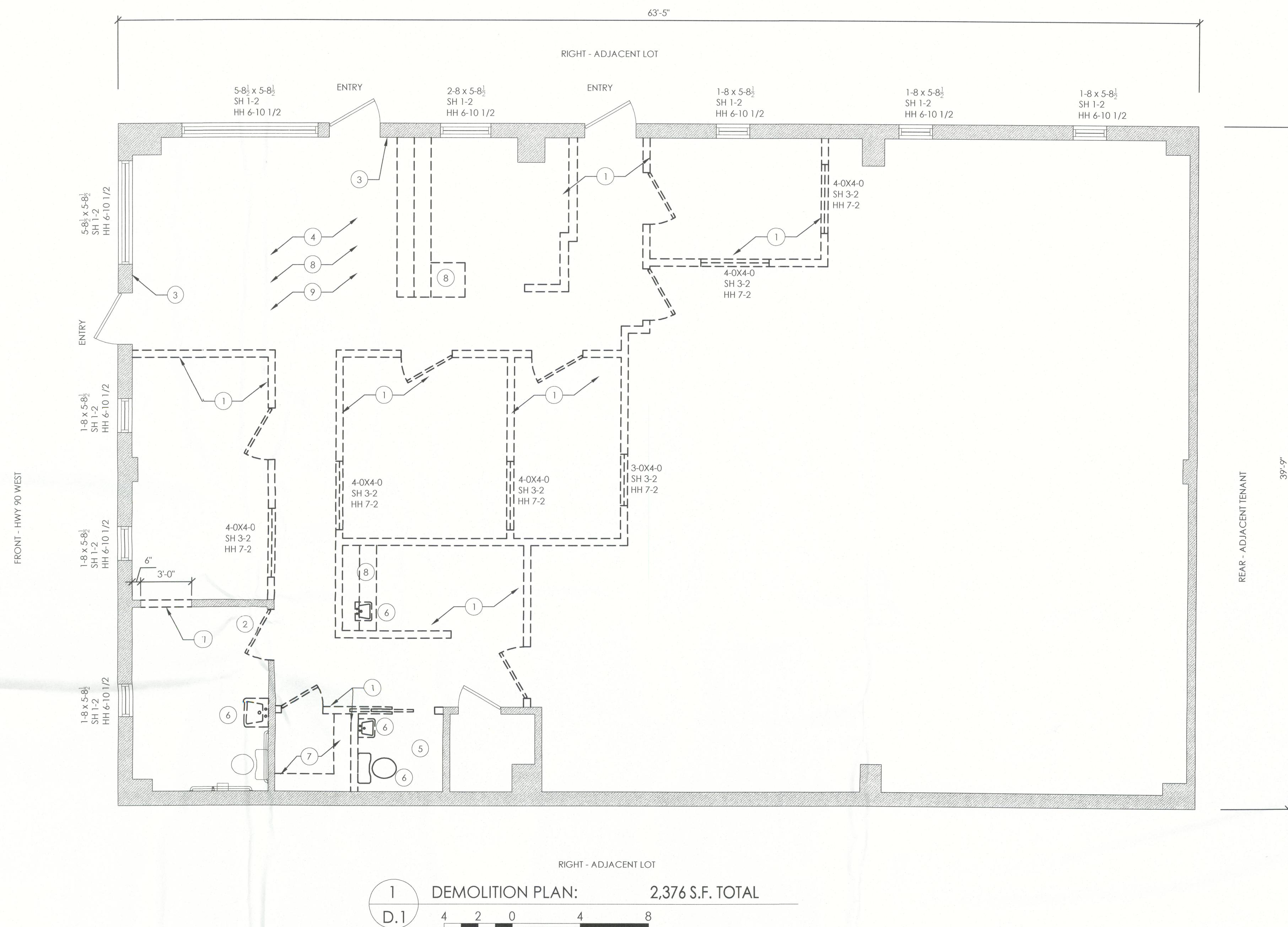
SITE PLAN SCALE 1/32" = 1'-0"



SATELLITE MAP N.T.S.



LOCATION MAP N.T.S.



DEMOLITION PLAN NOTES:

1. DEMOLISH EXISTING INTERIOR WALLS AND ASSOCIATED DOORS PER PLAN.
2. DEMOLISH EXISTING DOOR/FRAME AND PREP FOR INFILL.
3. DEMOLISH EXISTING WALL FINISHES/CHAIR RAIL; PREP TO RECEIVE NEW LAYER OF GYPSUM BOARD AS REQUIRED.
4. DEMOLISH EXISTING CARPET/BASE, PREP TO RECEIVE FLOORING PER FINISH SCHEDULE.
5. DEMOLISH EXISTING VCT FLOORING & ASSOCIATED WALL BASE. PREP TO RECEIVE NEW FLOORING PER FINISH SCHEDULE.
6. REMOVE / DISCARD EXISTING PLUMBING FIXTURES/EQUIPMENT PER PLAN. SALVAGE AND PROTECT RESTROOM LAVATORIES FOR FUTURE REINSTALLATION IF THEY ARE ADA COMPLIANT.
7. DEMOLISH EXISTING FLOOR SLAB AS REQUIRED TO MODIFY EXISTING WATER & SANITARY LINES FOR NEW RESTROOMS.
8. REMOVE/DISCARD EXISTING MILLWORK/FURNITURE IN PROPOSED SALES AREA.
9. REMOVE/DISCARD EXISTING EQUIPMENT IN PROPOSED SALES AREA OR AS SHOWN; DISCONNECT/CAP ALL ASSOCIATED MEP CONNECTIONS.

GENERAL DEMOLITION NOTES:

1. CONTRACTOR TO VERIFY IF WALLS ARE STRUCTURAL PRIOR TO STARTING DEMOLITION. IF ANY WALLS ARE FOUND TO BE STRUCTURAL THE CONTRACTOR IS TO NOTIFY TITLEMAX AND THE ARCHITECT FOR DIRECTION.

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STORE #11435

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LAKE CITY, FL 32055

LEGEND:

EXISTING WALL TO REMAIN 

DEMO FLOOR 

DEMO CEILING 

PLAN NOTES:

1. LIGHTER LINE WEIGHTS INDICATE EXISTING CONDITIONS/ITEMS.
2. EXISTING DOOR INFORMATION LOCATED ON SITE SURVEY.

KEY NOTE

DOOR TAG - NOT USED

WINDOW TAG - NOT USED

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D1
DEMO PLAN

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DOOR SCHEDULE								
	DOORS				FRAME		REMARKS	
NO.	LOCATION	SIZE		TYPE	M'TL	TYPE	M'TL	
1	SALES AREA	EXISTING 3'-0" X 7'-0" X 1-3/4"		A	AL/GL	F-1	AL	SEE KEYNOTE 10
2	RESTROOM	NEW 3'-0" X 6'-8" X 1-3/8"		B	WD	F-1	WD	SEE KEYNOTE 11
3	RESTROOM	NEW 3'-0" X 6'-8" X 1-3/8"		B	WD	F-1	WD	SEE KEYNOTE 11
4	UTILITY	EXISTING 2'-6" X 6'-8" X 1-3/8"		B	WD	F-1	WD	SEE KEYNOTE 10
5	EMPLOYEE AREA	NEW 3'-0" X 6'-8" X 1-3/8"		B	WD	F-1	WD	SEE KEYNOTE 11
6	EMPLOYEE AREA	NEW 3'-0" X 6'-8" X 1-3/8"		B	WD	F-1	WD	SEE KEYNOTE 11
7	SALES AREA	EXISTING 3'-0" X 7'-0" X 1-3/4"		A	AL/GL	F-1	AL	SEE KEYNOTE 10
8	SALES AREA	EXISTING 3'-0" X 7'-0" X 1-3/4"		A	AL/GL	F-1	AL	SEE KEYNOTE 10
NOTE: GC TO FIELD VERIFY EXISTING DOORS AND FRAMES								

DAVID BOYCE
MAY 08 2013

CONSULTANT:

REVISIONS:

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1. DEMOLISH EXISTING WALL AND CEILING MOUNTED LIGHT FIXTURES IN NEW SALES AREA OR AS INDICATED. TERMINATE CIRCUITS NOT TO BE REUSED.
2. DEMOLISH EXISTING WALL AND CEILING MOUNTED SECURITY FIXTURES/EQUIPMENT.
3. DEMOLISH EXISTING ACT CEILING GRID AND TILE. FURNISH/INSTALL NEW 2X4 ACT SYSTEM PER INSTALLATION SPECS.
4. VERIFY EXISTING R-30 INSULATION ABOVE SALES AREA IS ADEQUATE; INFILL AS REQUIRED DUE TO DEMOLITION AND/OR WATER DAMAGE.
5. REMOVE/SALVAGE EXISTING 2X4 LIGHT FIXTURES. REINSTALL IN CEILING GRID. *4) UNITS TO REMAIN ON 24/7 IN SALES AREA. REPLACE BULBS AND LENSES AS REQUIRED TO ACHIEVE UNIFORM LIGHTING LEVELS.
6. EXISTING HVAC SYSTEM TO REMAIN. VERIFY EXISTING EQUIPMENT IS IN GOOD WORKING ORDER. [CLEAN ALL EXISTING HVAC GRILLES TO REMAIN IN NEW SALES AREA.]
7. VERIFY EXISTING EXHAUST FAN FOR RESTROOM IS IN GOOD WORKING ORDER.
8. FURNISH/INSTALL NEW EXHAUST FAN/LIGHT COMBO FOR RESTROOM PER INSTALLATION SPECS.
9. VERIFY EXISTING EMERGENCY EXIT FIXTURES ARE IN GOOD WORKING ORDER. FURNISH/INSTALL NEW EMERGENCY EXIT SIGNS/LIGHTS WHERE NONE EXISTS, AND AS REQUIRED BY LOCAL CODES.
10. PROVIDE NEW CEILING MOUNTED CONVENIENCE OUTLETS AT WINDOWS PER PLAN.

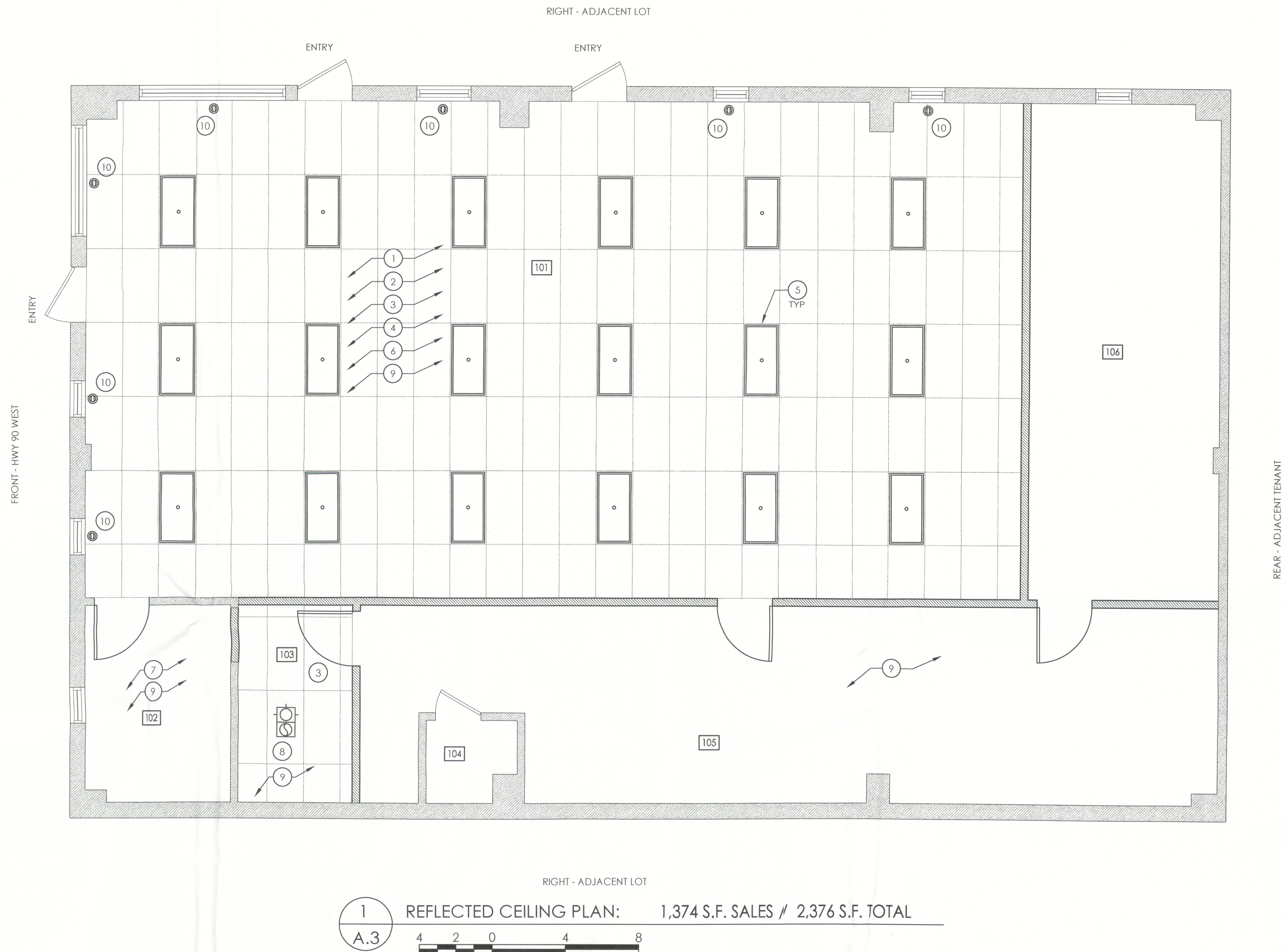
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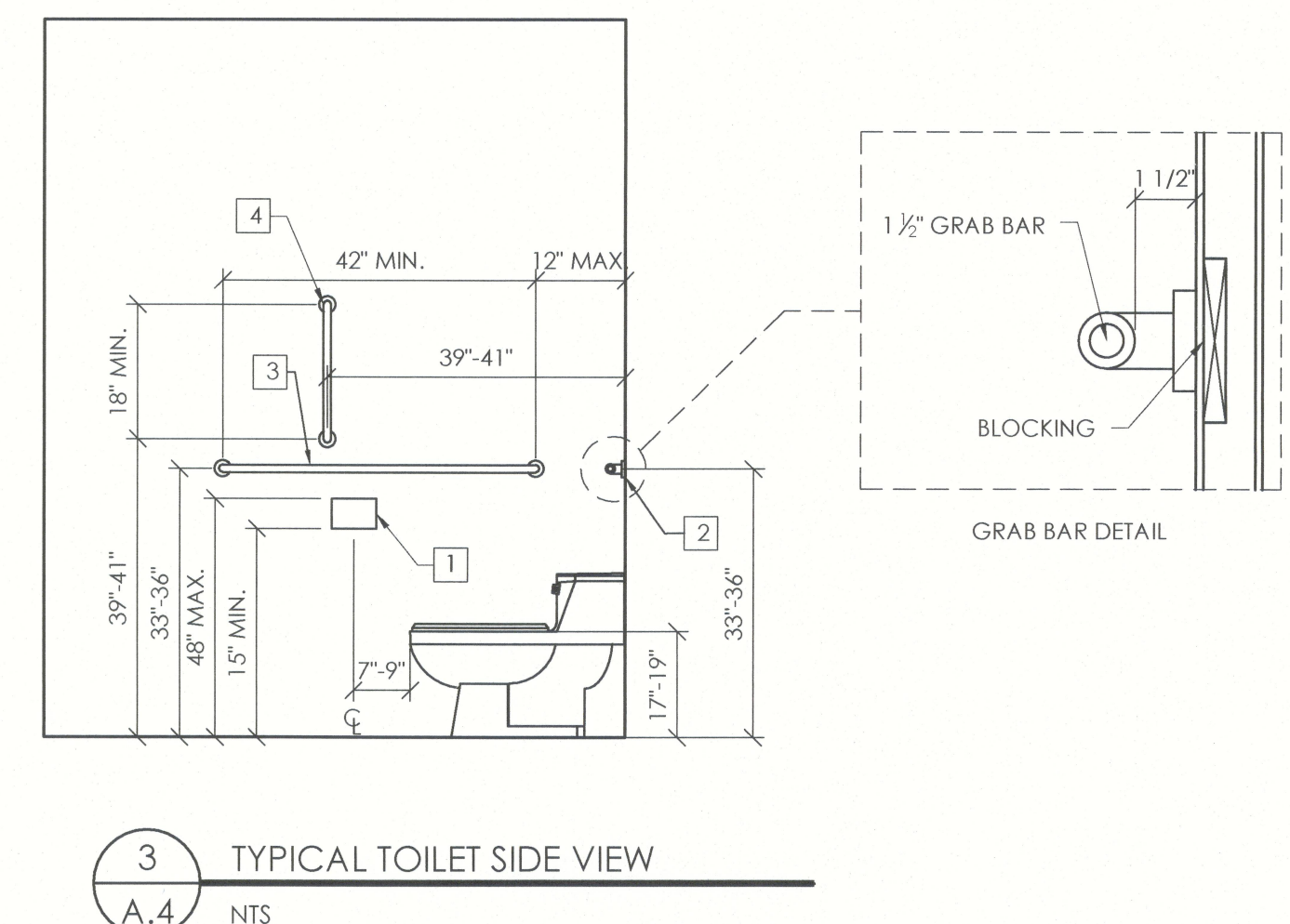
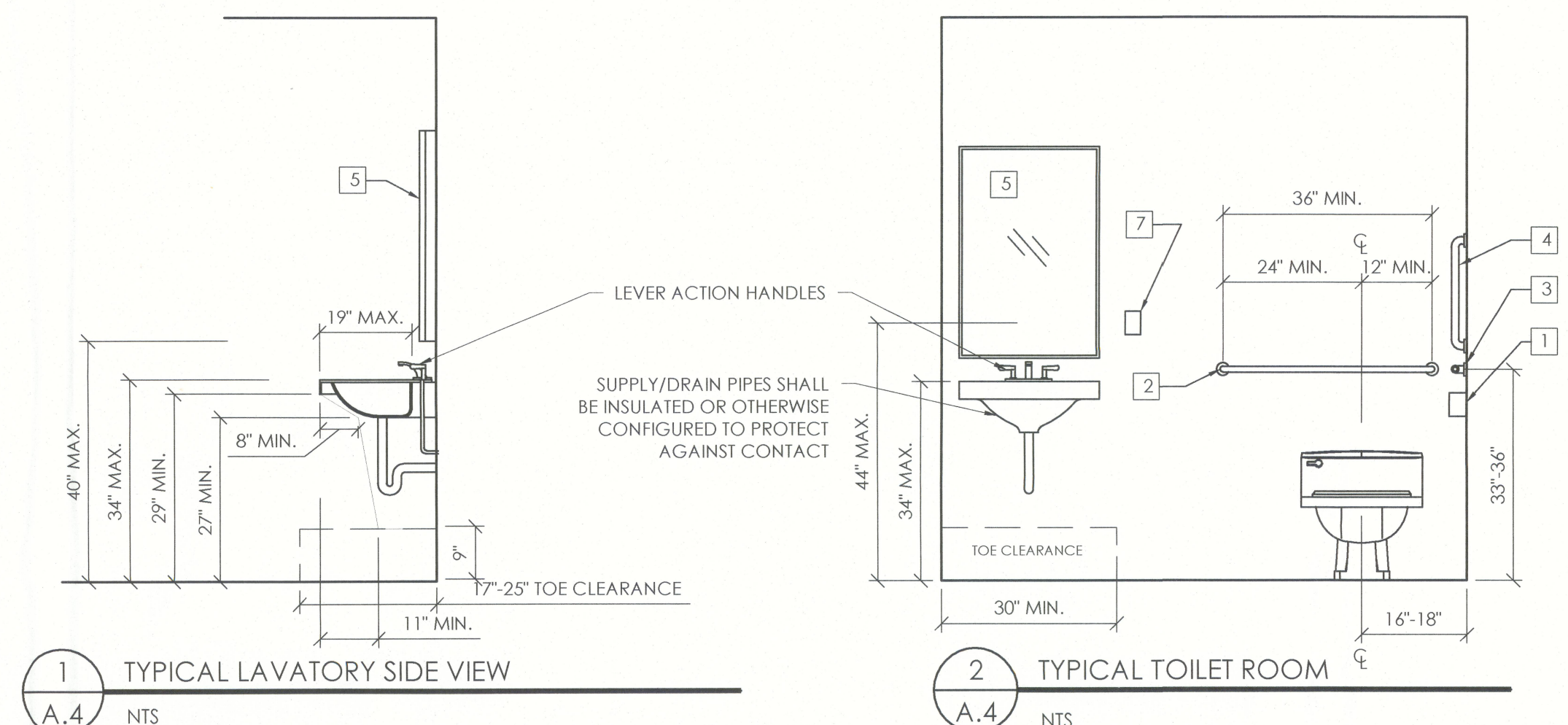
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A3

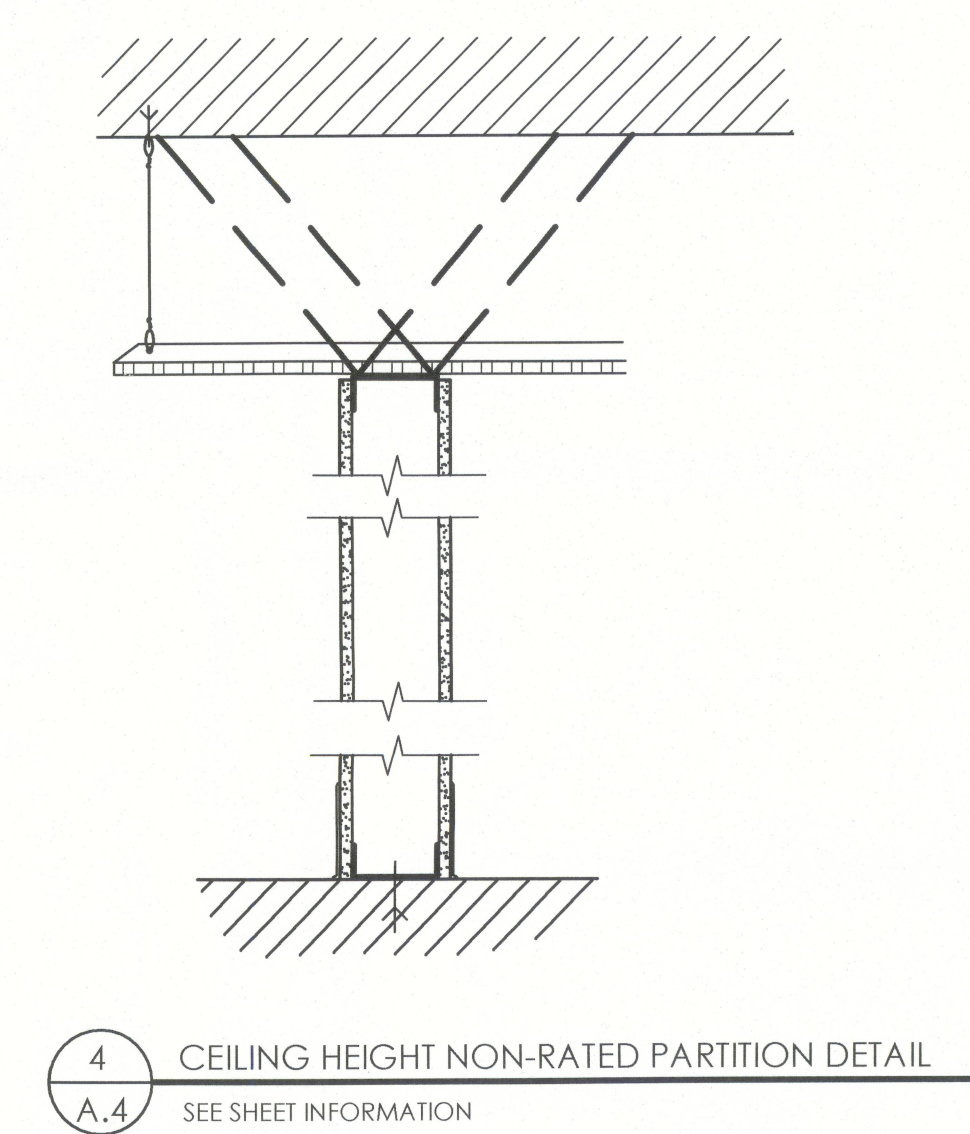
RCP PLAN

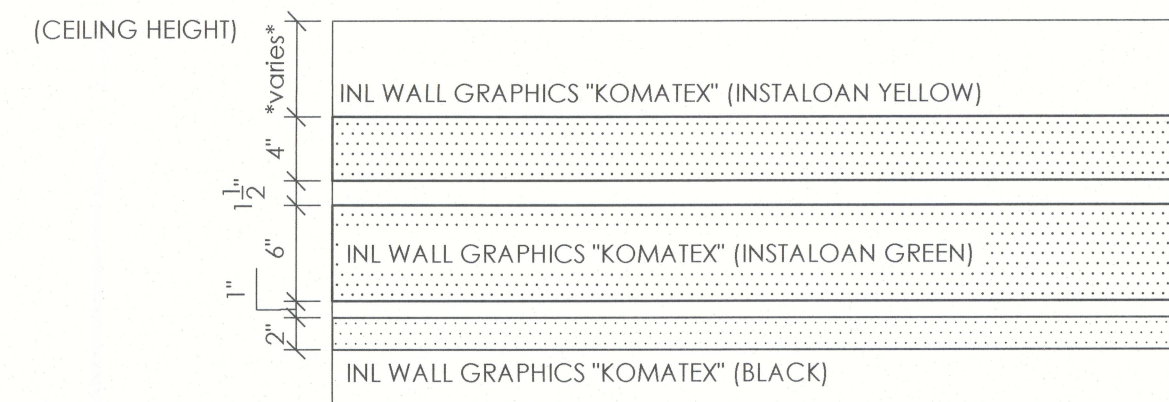
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- ICC/ANSI PLUMBING ELEMENTS & FACILITIES GUIDELINES**
- 1 TOILET PAPER DISPENSER
 - 2 36" GRAB BAR
 - 3 42" GRAB BAR
 - 4 18" VERTICAL GRAB BAR
 - 5 24" X 36" MIRROR
 - 6 PAPER TOWEL DISPENSER
 - 7 SOAP DISPENSER
- NOTE:
1. PROVIDE ICC/ANSI A117.1-2003 COMPLIANT SIGNAGE W/BRAILLE
2. ALL FIXTURES TO MEET FEDERAL, STATE AND LOCAL ADA REQUIREMENTS.



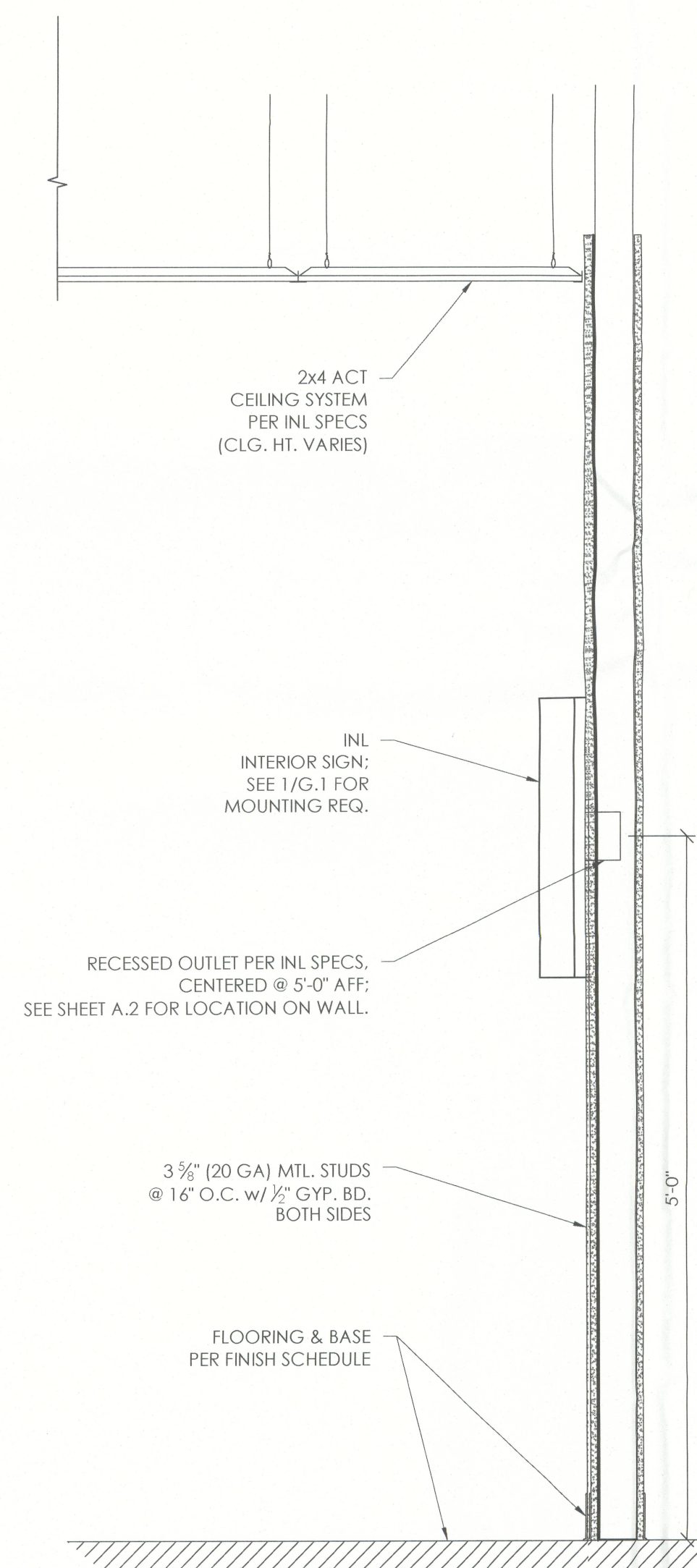


INSTALLATION NOTE: WALL STRIPES TO BE INSTALLED BEHIND OR COMPLETELY SURROUNDING WALL FIXTURES/EQUIPMENT.

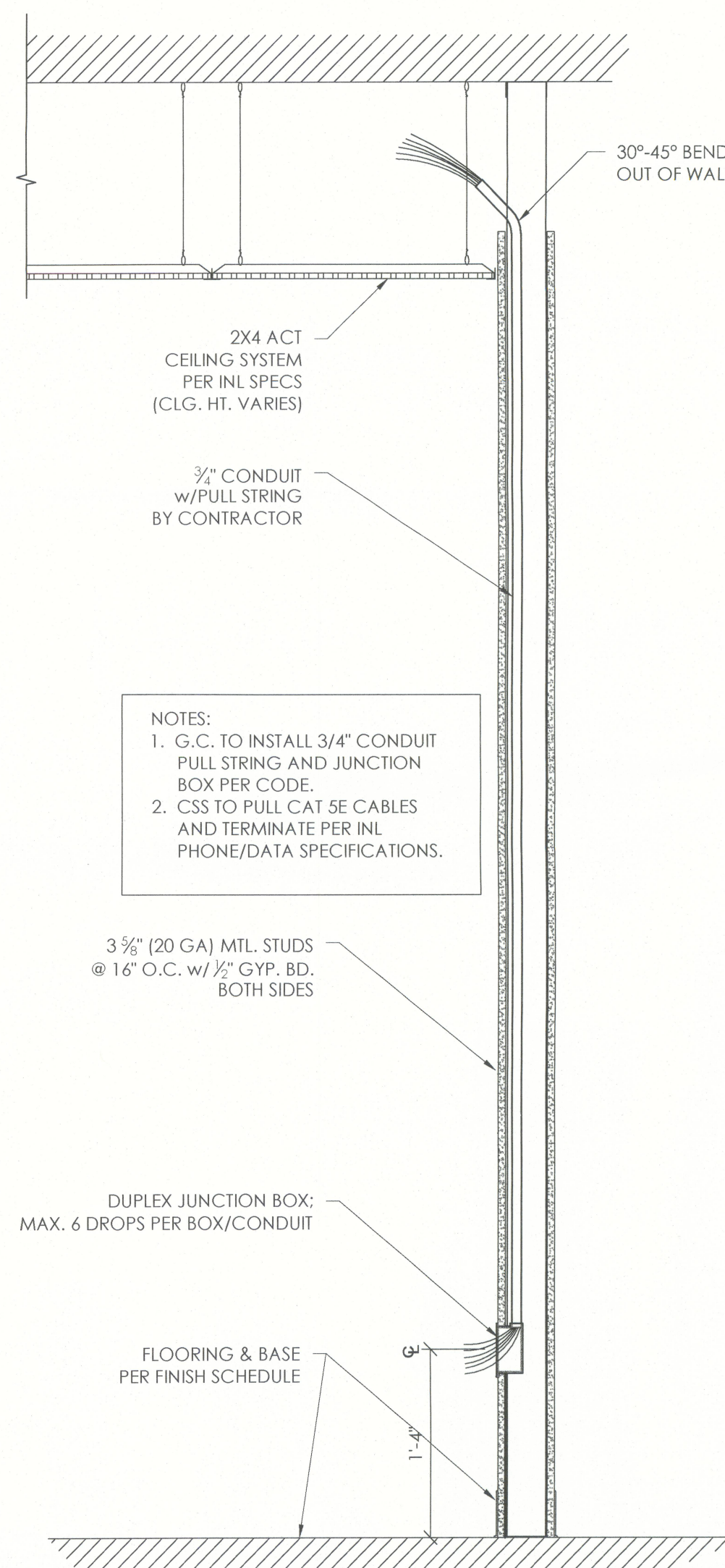
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INCORRECT

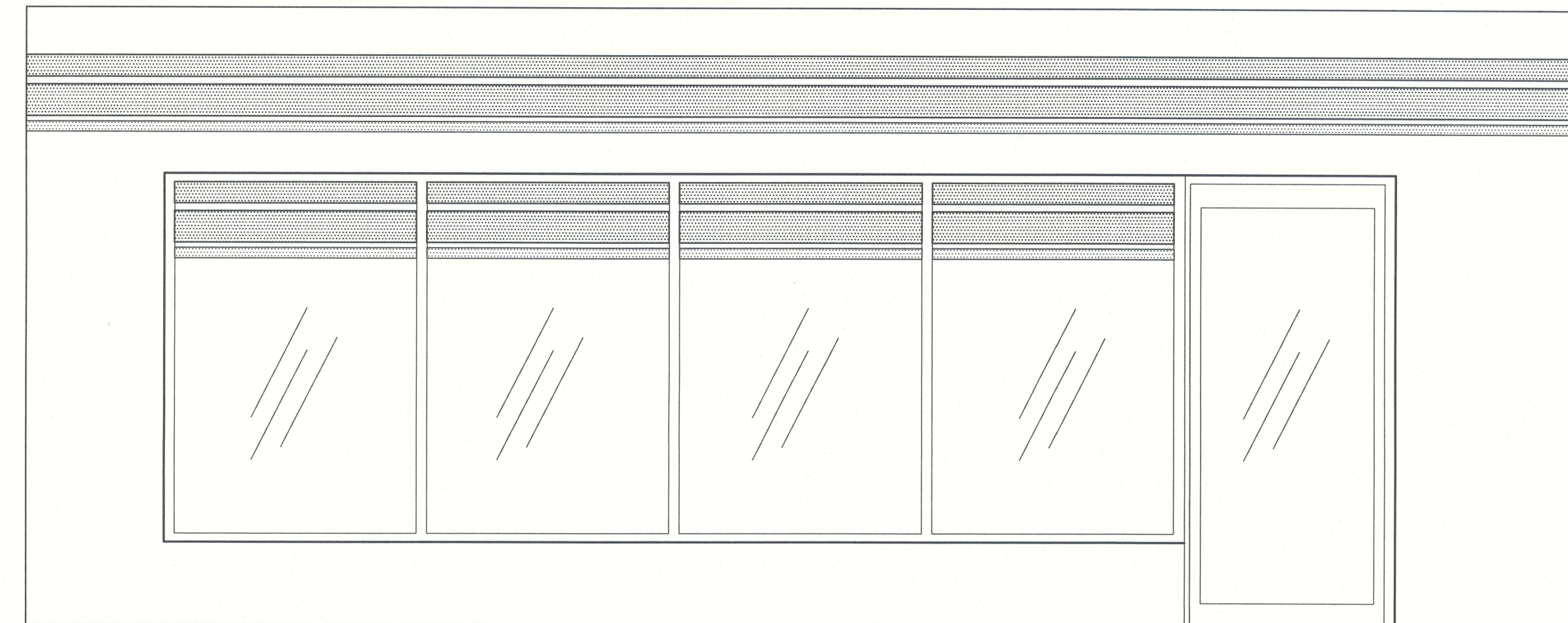
5
G.1 INSTALOAN WALL GRAPHICS



3
G.1 INTERIOR SIGN MOUNTING DETAIL

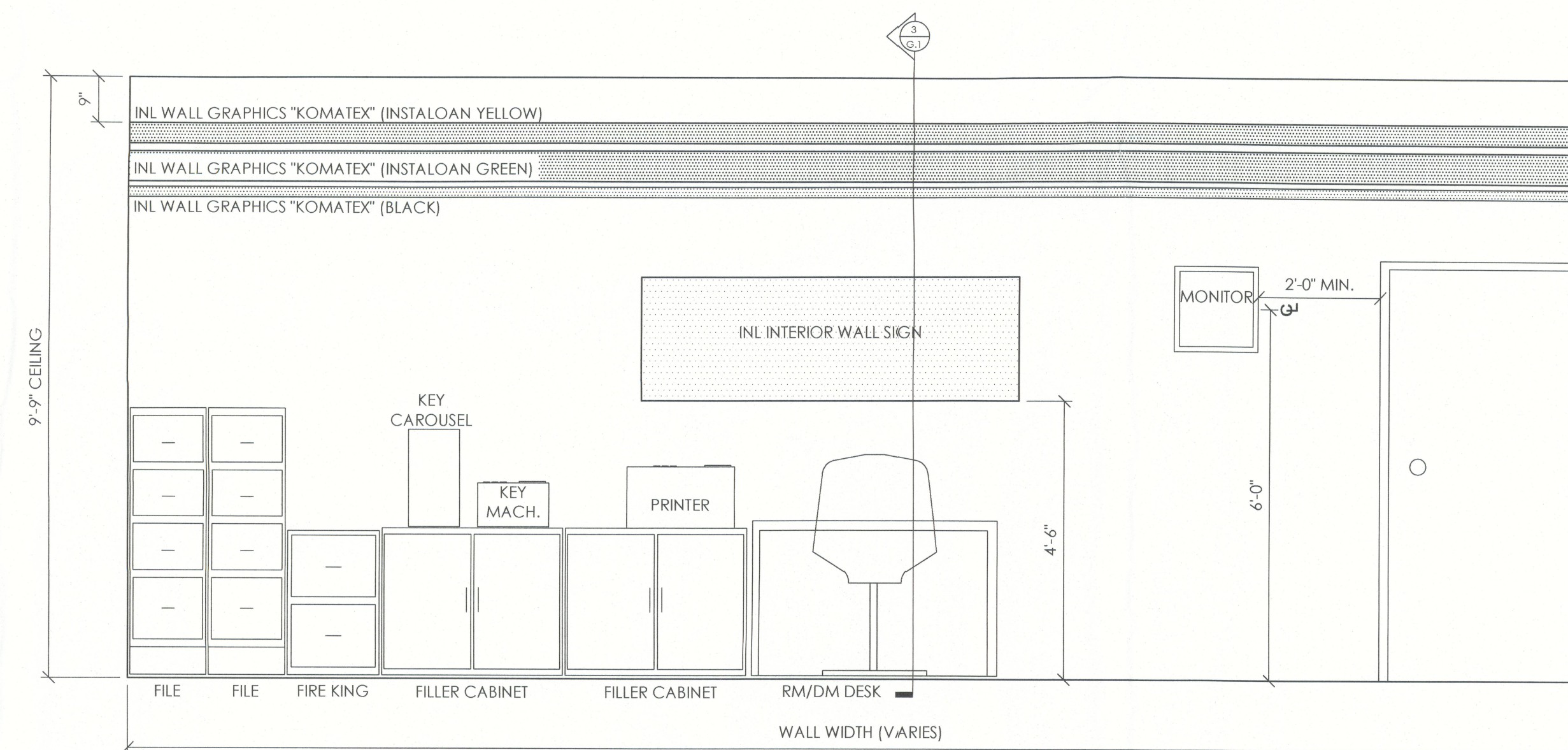


2
G.1 TYPICAL DATA CONDUIT/OUTLET MOUNTING DETAIL



- NOTES:
1. ALL WINDOWS GET WINDOW STRIPES (INCLUDING TRANSOM WINDOWS AT LEAST 18" TALL). WINDOW STRIPES TO ALIGN AT TOP OF GLASS.
 2. THE EXAMPLE ABOVE REPRESENTS THE BEST LAYOUT FOR THIS SITE/PROJECT.
 3. NEVER INSTALL WALL STRIPES AT AN ANGLE OR VERTICALLY IN AN EFFORT TO ALIGN TO WINDOW STRIPES.
 4. CONTACT TMX PM IF FIELD MEASUREMENTS DO NOT SUPPORT LAYOUT OR IF SPECIAL CIRCUMSTANCES ARISE.

4
G.1 TYPICAL WALL & WINDOW STRIPING LAYOUT



- NOTES:
1. BOTTOM OF WALL GRID SIGN SHALL BE MOUNTED AS SHOWN ABOVE AS DETERMINED BY THE CEILING HEIGHT.
 2. RECESSED OUTLET BEHIND SIGN SHOULD BE MOUNTED @ 5'-0" AFF; REF SHEET A.2 FOR LOCATION WITHIN THE SALES AREA.
 3. WHEN CEILING HEIGHT IS BETWEEN 8'-9" (OR 9'-10" OR 10'-11" ETC.) THE DIMENSION FROM THE CEILING TO THE TOP OF FUTURE INSTALOAN WALL GRAPHICS/STRIPING SHALL INCREASE INCREMENTALLY FROM THE NUMBER SHOWN ABOVE, BUT SHALL NOT EXCEED THE DIMENSION OF THE NEXT STEP UP. (IE. CEILING HEIGHT OF 9'-6" : DIMENSION TO BE 0'-9")
 4. REF FURNITURE SPECS FOR DETAILS AND DIMENSIONS FOR EQUIPMENT AND FURNISHINGS.
 5. MONITOR BY SECURITY VENDOR. GC TO COORDINATE WITH POWER/DATA ACCESS. REF 4/G.2

1
G.1 TYPICAL WALL SIGN, WALL GRAPHICS, & RM/DM FURN. LAYOUT

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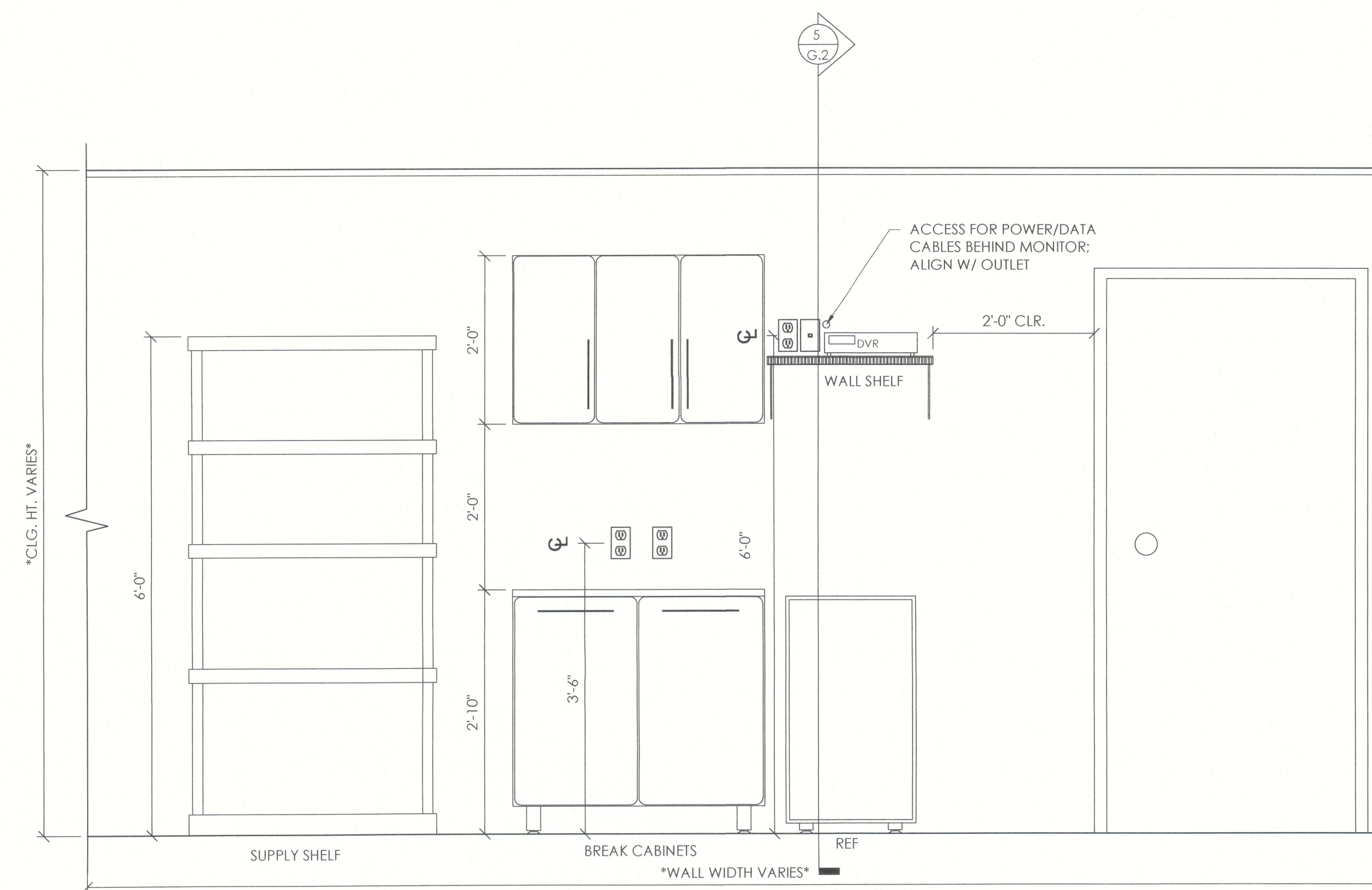
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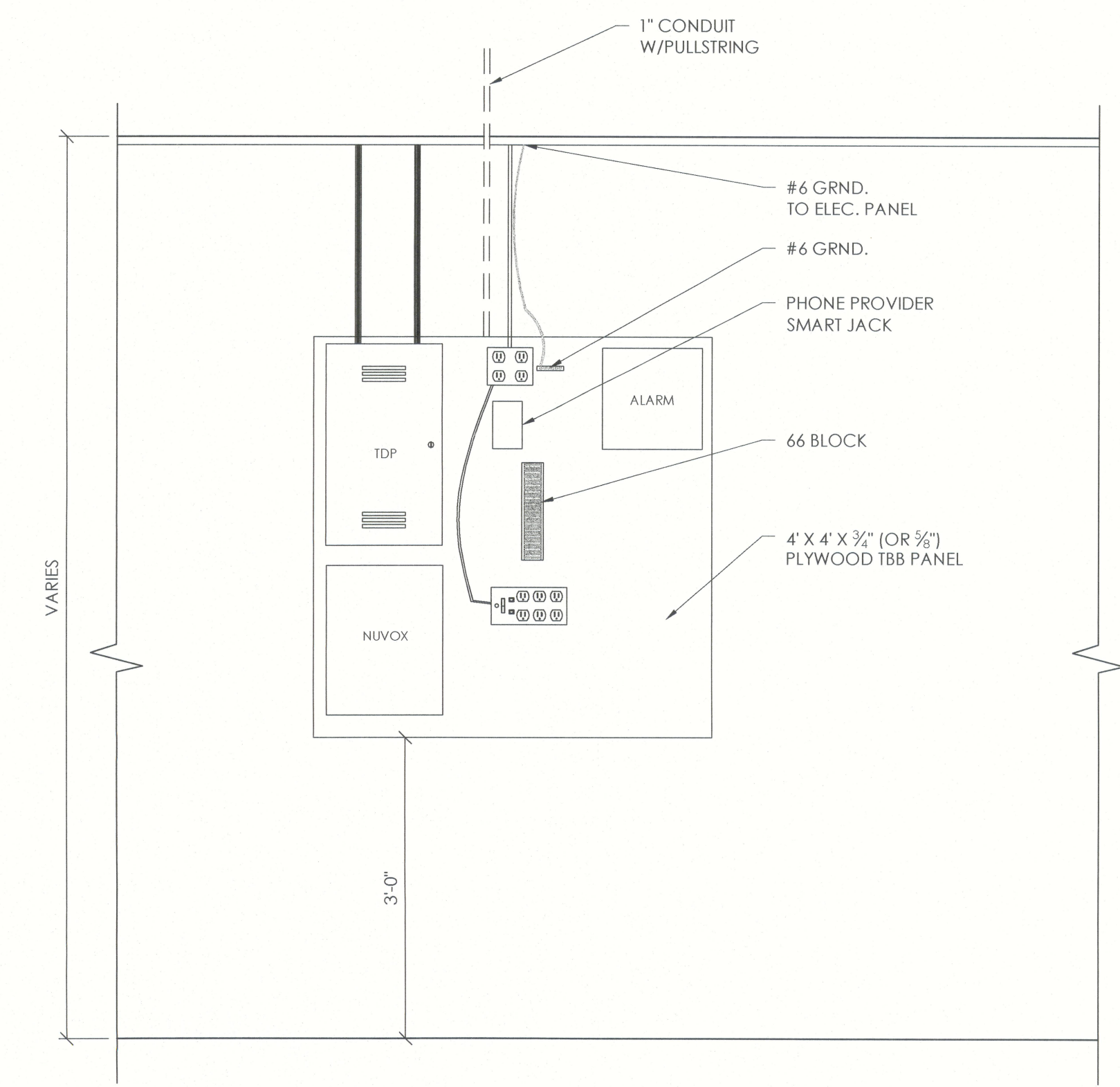
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STANDARD DETAILS

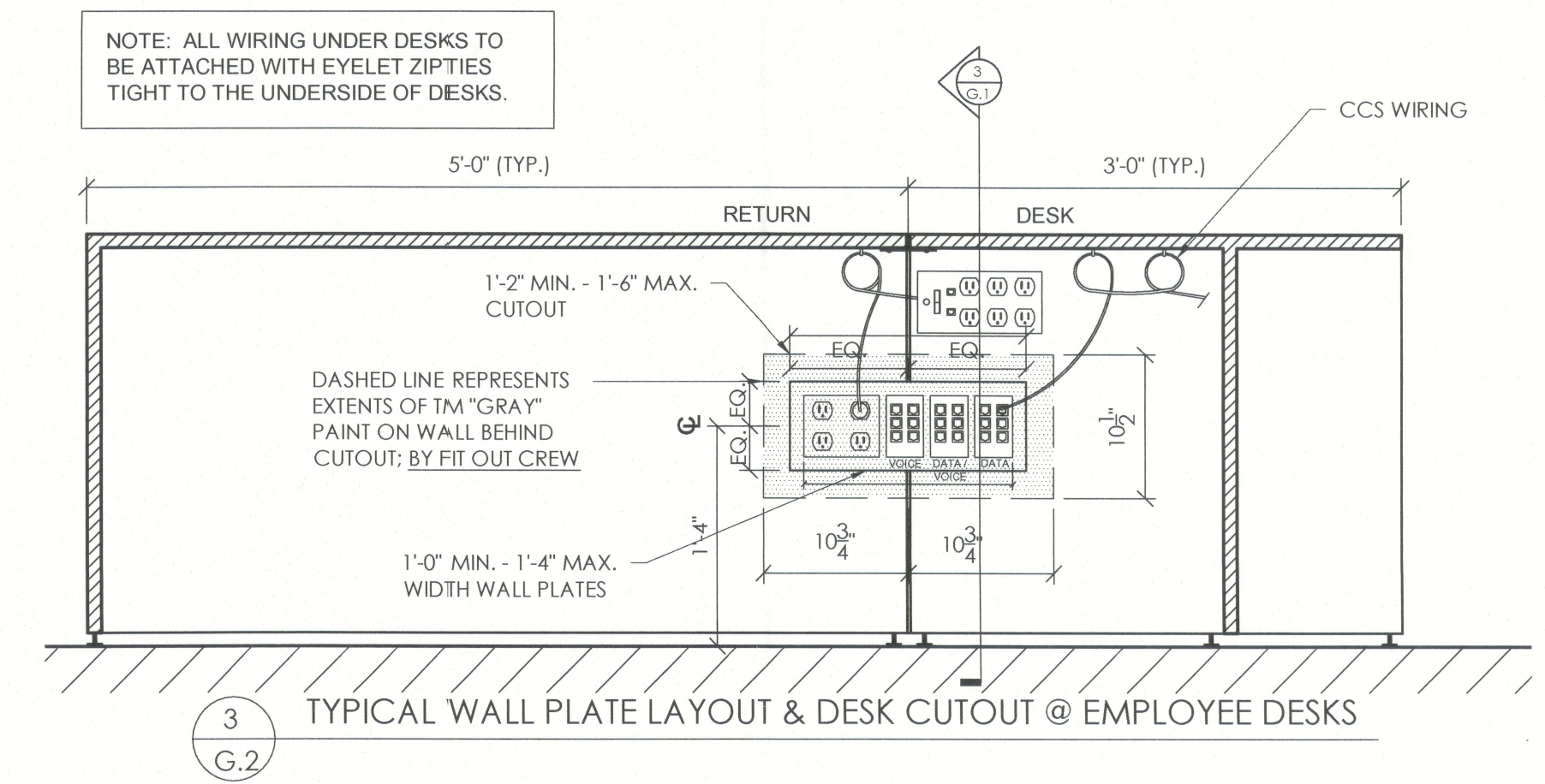
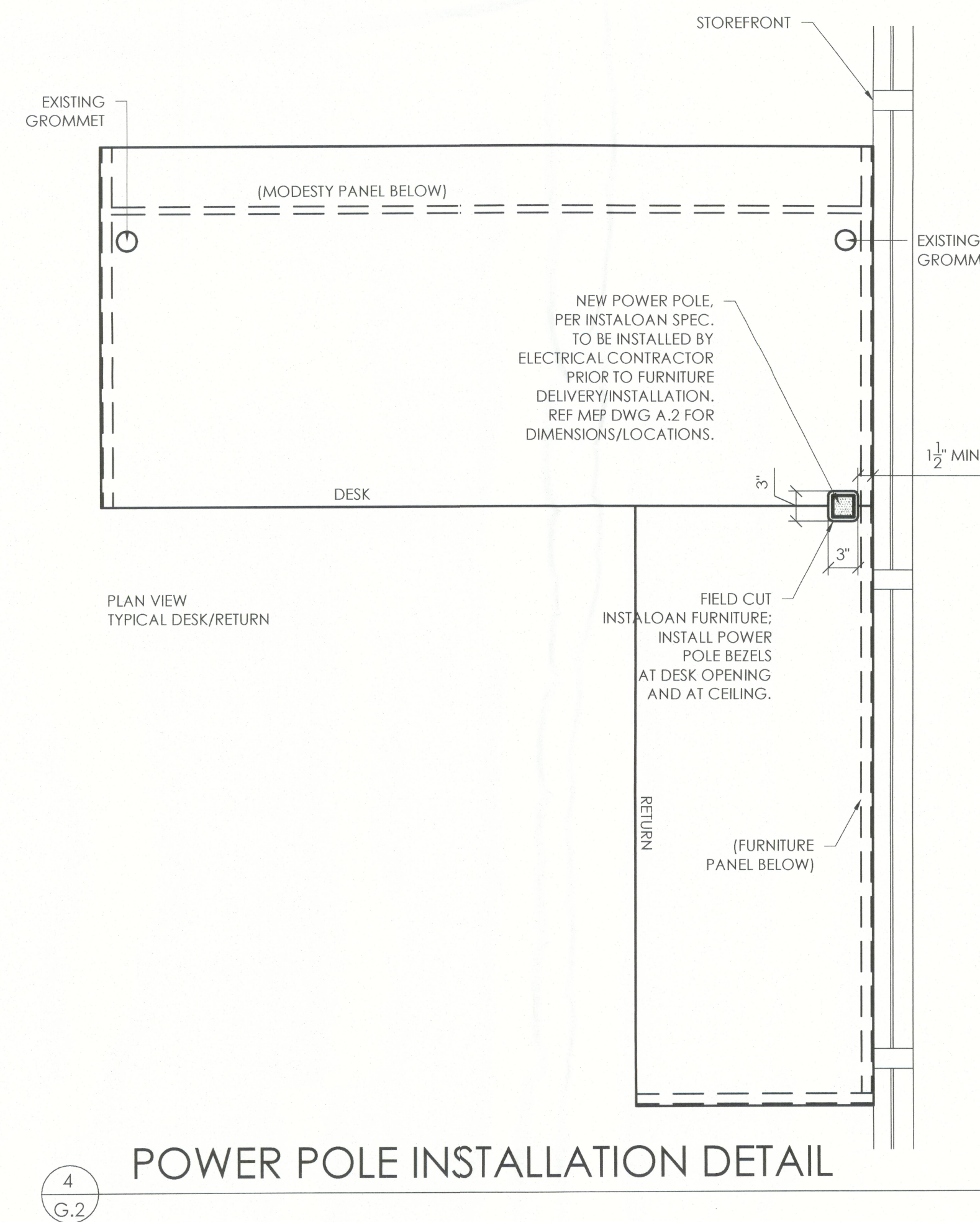
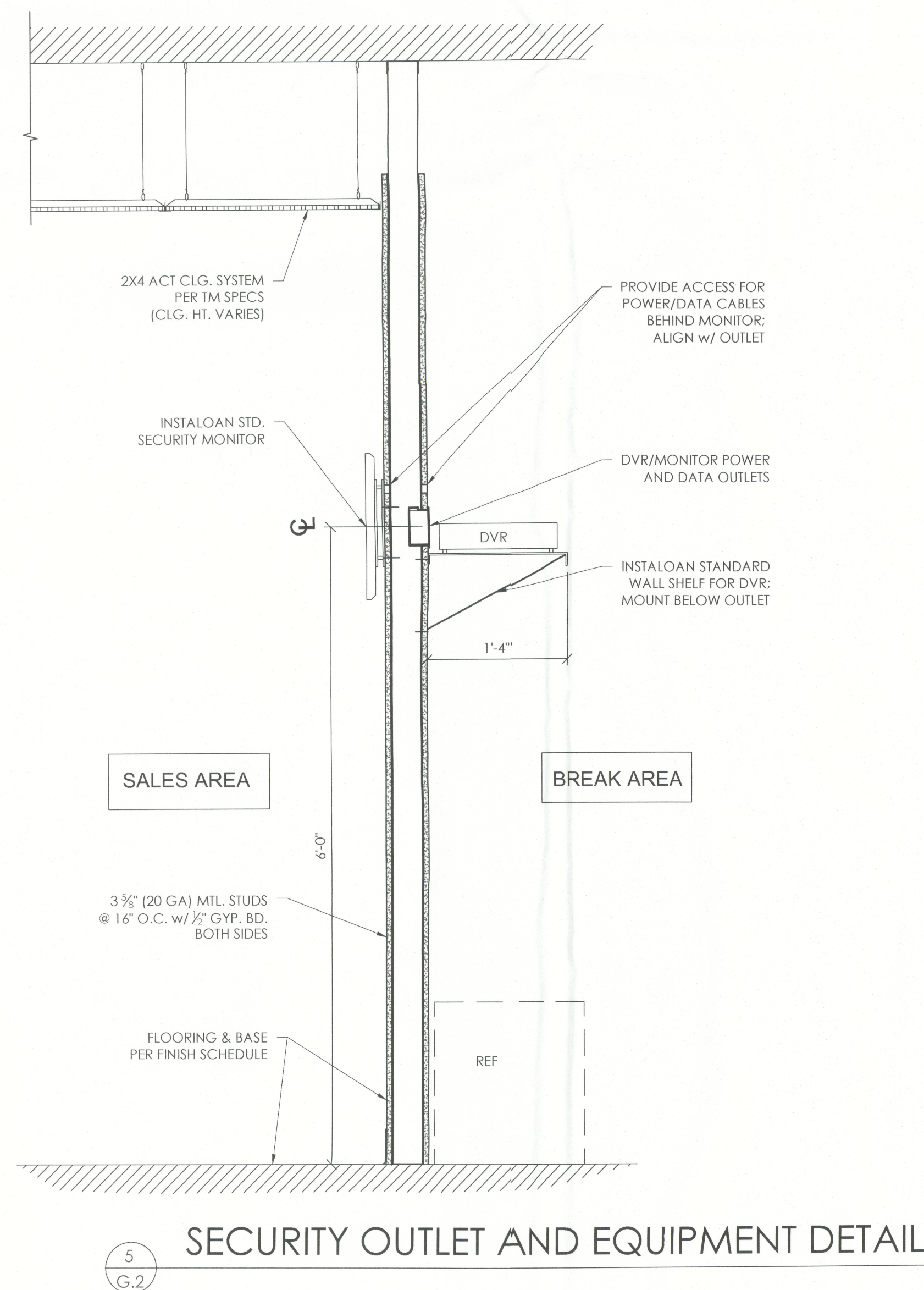
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2
G.2
TYPICAL BREAK AREA LAYOUT/STANDARDS
NOTE: (2) DUPLEX OUTLETS OVER BREAK CABINET MOUNTED AT 42" AFF AND ON SEPARATE CIRCUITS.



1
G.2
TELEPHONE BACKER BOARD & SECURITY DETAIL



INSTALOAN FINISH/SPECIFICATIONS SCHEDULE - INTERIOR		
INTERIOR	INSTALOAN	COMMENTS
Sign Specifications	TBD	
Interior Wall Paint	TitleMax Interior White Product: Sherwin-Williams B20W02251 ProMar® 200 Interior Latex Egg-Shell Extra White	Refer to TitleMax/Sherwin-Williams Full Paint Spec located at local Sherwin Williams store.
Desk/Return Cutout Background	TitleBucks Black Product: Sherwin-Williams B66B00011 D1M Acrylic Coating Gloss Black Semi-Gloss Extra White	Refer to TitleMax/Sherwin-Williams Full Paint Spec located at local Sherwin Williams store.
Interior Door & Trim Paint	TitleMax White Product: Sherwin-Williams B34W00251 ProMar® 200 Interior Alkyd Semi-Gloss Extra White	Refer to TitleMax/Sherwin-Williams Full Paint Spec located at local Sherwin Williams store.
Carpet	Shelmarc Carpets - Custom Global "Custom TMX Brown"	
FRP	.090 FRP Wall board 4' x 8', white (and trim)	For use on RR walls where required by local jurisdiction (or matching existing)
Epoxy Floor Paint	Behr Premium 901, 1-Part Epoxy Concrete & Garage Floor Paint, Silver Gray	For use on RR floors where required by local jurisdiction only.
VCT	Armstrong 12" x 12" Standard Excelon Imperial Texture Cool White 3.2mm	Alternate Only as Specified: Armstrong 12" x 12" Standard Excelon Imperial Texture 51946 Gentian Blue 3.2mm
Cove Base	4" Black Vinyl Base	
Grid Lighting	2x4 ACT Lay-in, 1 light per 75 sq ft. in sales area. Provide IC rated in locations required per manufacturer/ code	GC to ensure min of 4 lights in sales area and a path to breaker panel to remain on 24/7. (Wired with safety/night lights)
Interior Sign Lighting	Pass & Seymour/Legrand 15 Amp 125-Volt Recessed TV Box Surge Outlet/Connector, Model # TV1WTVSWCC2	Installed behind wall sign at 5'-0" AFF and per MEP plan.
Acoustical Ceiling Tiles	Armstrong or equal 2x4 acoustical lay-in, nondirectional fissured ceiling tiles	
Ceiling Grid	Ceiling Grid- White 2x4 layout	
Storefront (New)	Anodized Aluminum, Dark Bronze	
Storefront Finish	"TM / TB Store Bronze" Product: A41100214 All Surface Enamel Latex Low Sheen Ultradeep Additional Comments: B1 2Y33, R2 9, W1 39, Y3 46	Refer to TitleMax/Sherwin-Williams Full Paint Spec Document
Storefront Glass	Solexia Annealed Green Double Glaze Insulated Glass or Match to Existing.	
Storefront Door	Full Glass Door to be centered or per plan; match storefront glass	
Window Tint	3M Affinity 30; 33.0% Visible Light Transmitted, 99.9% UV Rejected, 63.0% Glare Reduction, 29.0% Reflectivity, 61.0% Total Solar Energy Rejected	
Interior Doors	Residential Flat panel split jamb pre-hung residential door	
	Flat panel exterior grade steel door single bore with threshold.	Interior access to non-climatized space: i.e. kitchens, storage
Interior Door Hardware	Schlage Satin Chrome Elain Hall and Closet Lever or Bath Lever	Bath lever (privacy lockset) on restrooms only.
HVAC	1 ton per 300 SF; 1 ton per 275 SF West of the Mississippi River.	Stores with 3 sides of glass may require more. If there are questions, please contact the TMX Build Out PM.
Digital Thermostat	Honeywell Deluxe Digital Non-Programmable Thermostat Model # RTH5100B Internet # 203186916	Refer to Mfr full spec for installation requirements.
Security DVR Shelf	Closet Maid Single Shelf Heavy Duty Garage Pre-Pack (See Std. Details for installation specifications)	Available at Lowe's; Item # 12984, Model # 3598
TBB/Data	3/4 in. thick, 4' x 4' Plywood Backboard with Quad Outlet and #6 Ground with Bar. 1" conduit w/pull string to exterior DMARC location.	
Low Voltage	TDP Panel and comply with plan for drops/whips.	
Data Specs	General Contractor to install conduit and pull string per drawings at one ¾" conduit per 6 CAT5E lines.	
Service Pole for TMX standard Voice/Data/Power drops - where applicable.	10'2", Ivory/White, Aluminum Power Bar Blank Pole. No receptacles or Data Knockouts Provided, 2 Channel (See detail 4/G.2 for installation.)	Hubbell Wiring Device - Kellems White or Ivory (White preferred) *Also include (2) bezels for each pole. (1 at desk, 1 at ceiling)

INSTALOAN FINISH/SPECIFICATIONS SCHEDULE - EXTERIOR		
EXTERIOR	INSTALOAN	COMMENTS
Metal	Wrisco White	Wrisco Industries www.wrisco.com Atlanta Chicago P: 800-753-1066 P: 800-627-8036 F: 404-622-6225 F: 972-613-7002 Dallas P: 800-627-8848 F: 972-613-7823
Paint	TitleMax Exterior White Product: Sherwin-Williams A08W00116 A-100® Exterior Latex Gloss White	Refer to TitleMax/Sherwin-Williams Full Paint Spec located at local Sherwin Williams store.
Roof Shingles	Owens Corning Onyx Black Duration Premium Architectual Shingles 130 MPH Wind Rating	
Exterior Security Lighting: WALL PACK	Lights of America; 42W Fluorescent Wall Fixture, Bronze, Model # 9042	Available at most Home Depot stores
Exterior Security Lighting: EXTERIOR EGRESS LIGHTING	Remote Head, Single lamp, 12V, 12W Incandescent fixture (compatible with existing and/or new interior exit fixture), exterior mount over exit door.	GC shall submit spec to Build Out PM for approval prior to installation.
NOTE: FOLLOW ALL LISTED TMX SPECIFICATIONS AS INDICATED WITHIN CONSTRUCTION DOCUMENTS; NO SUBSTITUTIONS UNLESS APPROVED BY TMX BUILD-OUT PROJECT MANAGER, AND/OR LOCAL CODE REQUIREMENTS. INSTALLATION AND APPLICATION OF ALL SPECIFIED MATERIALS AND EQUIPMENT SUBJECT TO MFR WARRANTY AND BUILDING CODE REQUIREMENTS.		

TITLEMAX PROJECT CONTACTS			
VENDOR	COMPANY	CONTACT	INFORMATION
DATA/LOW VOLTAGE	Complete Communication Service (CCS)	Bryan Buzzek	P: (846) 842-4239; Email: bryan.buzzek@ccscompanies.com
SECURITY	Stanley Security Solutions	Mike Dawson Sales	P: (770) 489-2155; M: (404) 550-9580; Email: MDawson@stanleyworks.com
TELE-COMM.	TitleMax	Corey Harris Utility Project Manager Sasha Shrier	P: (912) 721-5816; M: (912) 655-3330; Email: corey.harris@titlemax.biz P: (912) 721-5995; Email: sasha.shrier@titlemax.biz
SIGN PROJECT MANAGER	TitleMax	Ronnie Hall	P: (912) 721-5896; M: (912) 414-8094; Email: ronnie.hall@titlemax.biz
SITE LAND LORD	-	-	-
SIGN COMPANY	-	-	-
MISCELLANEOUS	-	-	-

INTERPLAN

ARCHITECTURE
ENGINEERING
INTERIOR DESIGN
PROJECT MANAGEMENT

AA 003420
CA 8660

604 COURTLAND STREET
SUITE 100
ORLANDO, FLORIDA 32804
PH 407.645.5008
FX 407.629.9124

SEAL:

DAVID BOYCE
MAY 08 2013

CONSULTANT:

REVISIONS:

NO. DATE REMARKS

Instaloan

LAKE CITY 1
STORE #11435

2496 US HIGHWAY 90 WEST
LAKE CITY, FL 32055

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SIGNATURE.
PROJECT NO: 2013.1176
DATE: 05.08.2013

G3
SPECS

CHECKED: MEW

SEAL:

DAVID JOYCE
MAY 08 2013

CONSULTANT:

REVISIONS:

NO. DATE REMARKS

uninstall

LAKE CITY 1
STORE #11435

2496 US HIGHWAY 90 WEST
LAKE CITY, FL 32055

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SIGNATURE.
PROJECT NO: 2013.1176
DATE: 05.08.2013

G4
GENERAL NOTES

CHECKED: MEW

TITLEMAX SPECIFICATIONS - SIGNAGE
(as of February 2013)

SIGNAGE GENERAL NOTES:

1. Sign Vendor shall coordinate with Landlords, if applicable, for any Landlord approvals and/or requirements.
2. Sign Vendor to confirm that he is aware of and has knowledge of all Permit requirements for the scope of work for vendor installations, including but not limited to, Wall signs, Freestanding Signs and Electronic Messaging Centers (EMCs) & temporary banner signs.
3. Sign Vendor is responsible for applying and obtaining the Permits as prescribed by the specific project and jurisdiction.
4. Sign Vendor is to know the local code requirements and be responsible for securing and coordinating all inspection completions, and to coordinate these inspections with the GC.
5. Sign Vendor shall coordinate the electrical permit requirements with the GC (who is responsible and who needs to apply).
6. Sign Vendor to coordinate sign installation with GC. Service and connection by GC. GC responsible for providing/confirming electrical circuit at building and freestanding sign. Sign Vendor to coordinate electrical requirements with GC including, but not limited to: Wall Signs, Freestanding Signs and EMCs; and that all dedicated circuits have been installed/available by GC prior to sign installation. GC shall ensure that store is ready for Signs. Note: Building signs shall stay on 24/7 w/no time clocks, photo cells, switches, etc. Pole signs (pylon monument) signs ON/OFF with new photo cell. EMC signs on 24/7 w/no time clocks, photo cells, switches, etc.
7. Sign Vendor to coordinate with GC that TBB board has been installed and workstation turn-up is complete in order to install any interior EMC components to hook up the sign and upload content. Sign vendor to coordinate proper installation of EMC Modem wiring with GC.
8. A copy of the Sign Permit must be emailed to TitleMax Sign Project Manager prior to approval of Sign installation.
9. Completion/Installation photos must be emailed to TitleMax Sign Program Manager at the time of install for final payment.

SIGNAGE END OF JOB:

Send your invoices to constructioninvoices@titlemax.biz for payment. Make sure that all invoices have the corresponding PO numbers on them, as well as an Invoice number, or they will not be processed. The balance on your invoice MUST match the PO.

TITLEMAX SPECIFICATIONS - PHONE/DATA/SECURITY GENERAL NOTES
(as of February 2013)

Low Voltage

CCS (205-263-2510)

1. Contact Bryan Buczek at start of job, but not less than FIVE business days prior to requested date of tech on site, for cabling rough-in.
2. DO NOT contact the local tech; this does not allow for materials for the job to be ordered/shipped in a timely fashion.
3. Apprise CCS of desired initial install of low voltage wires & TDP equipment "rough in" and workstation turn up date. CCS has two (2) scheduled visits.
4. Conduit/pull strings and TBB should be in place prior to CCS tech on site for rough-in cabling.
5. Schedule walk through with CCS tech to lessen punch list items which would require a return trip.
6. GC to notify CCS if low voltage permit is required.

STANLEY (612-872-3434)

1. Contact Julie Turner (612-872-3482) at start of job but not less than TEN business days prior to RTO date for CCTV/ALARM installation.
2. DO NOT DEMO existing security equipment if store is: remodel or backfill.
3. Apprise Stanley of RTO date.
4. Permanent power, phone lines, walls, doors and ceilings: all should be installed or already in place prior to the Stanley tech on site for security installation.
5. Schedule walk through with Stanley tech to lessen punch list items which would require a return trip.
6. Coordinate low voltage permit requirements with GC.

VOICE/DATA

1. Voice / Data install may consist of 3 separate install dates depending on the phone provider; for all carriers the following must be installed prior to their installations: TBB (4"x4" Backboard, #6 ground, quad outlet, 1" conduit with a pull string)
2. DO NOT DEMO EXISTING EQUIPMENT. Voice / Data may already be installed. Call TMX Utilities Project Manager for confirmation.
3. T1 (phone provider equipment install)
4. PTD (Century Link equipment install)
5. Final cutover - confirm active dial tone and data.

TITLEMAX SPECIFICATIONS - FURNITURE "FIT-OUT"
(as of February 2013)

Project may specify a separate fit out vendor, or the fit out is to be installed by GC.

1. Coordinate furniture install date and delivery schedule with TM Project Manager.
2. GC to research final occupancy requirements; determine if local code allows furniture to be installed prior to CoFo or after.
3. GC to ensure furniture is installed per plan, regardless of who installs the furniture.
4. Call TM Project Manager if any furniture cannot be installed as shown on plan.

TITLEMAX SPECIFICATIONS
(as of February 2013)

GENERAL NOTES:

1. General Contractor (GC) to confirm that he is aware of and has knowledge of all Permit requirements for the scope of work for the GC and all TitleMax vendor installations, including but not limited to, Low Voltage and Electrical Sign installations.
2. GC is responsible for obtaining the Permits as prescribed by the specific project. Some projects will have Architectural and Engineering plans already submitted for the GC to pay for the Permit Fee and pick up, other jobs will require the GC to make application for and pick up the permits. Building permit fees are reimbursable but do not include mark up. Trade permits are included in GC's Bid Trade line items.
3. GC is responsible for securing and coordinating all inspections.
4. GC shall ensure all utilities are connected and coordinate with Titlemax District Manager (DM).
5. GC shall ensure that a telephone backboard "TBB" (4x4 Plywood), a #6 Copper Ground wire, 1" Conduit w/pull string from the TBB board to the exterior building D-Marc location and quad convenience outlet, all are in place or to install the same (max. 4 days after start of construction).
6. GC shall ensure the phone company has access to installed service to D-Marc.
7. GC shall ensure that the store is ready for alarms. Coordinate Permit Requirements, Installation and Inspections alarm company.
8. GC shall ensure that store is ready for Signs. Coordinate installation, service and connection by GC, Permits and inspections by Sign Company. Coordinate with Sign Vendor.
9. GC shall confirm that there is a working electrical sign circuit at the building and freestanding sign, where applicable. If not existing/working, GC to provide quote to TitleMax for a change order for this work, unless already included in the bid. Coordinate with Sign Vendor for scope of work and any electrical requirements.
10. GC shall ensure and notify when store is ready for TitleMax furniture. Coordinate with TitleMax Project Manager.
11. Coordination with TitleMax Operations personnel.
12. Coordination with Landlords, if applicable, for any Landlord work and or Landlord responsibility for repairs.
13. GC is responsible to know the local code requirements and coordinate all inspection completions including Sign and Low Voltage inspections in order to obtain a Final Certificate of Occupancy.
14. GC responsible for any building related inspections that the TMX Operations personnel would need to obtain a business license (i.e. a Fire marshal inspection post CoFo).
15. A copy of the Final Certificate of Occupancy must be faxed/scanned/copied and emailed to the Titlemax Project Manager prior to approval of final payment.

NTP "Notice to Proceed" email: This email goes out to the GC advising that the bid is approved and work should start immediately upon receipt of permits.

We expect that you will:

1. **FILE for and monitor the permit** process unless we advise otherwise.

2. **FIND OUT** if a Low Voltage Permit is required and advise Laura Strieber (laura.strieber@titlemax.biz) and the Phone/Data/Security Vendors.

3. **FIND OUT EVERYTHING** AND ALL ITEMS, STEPS and PROCEDURES REQUIRED TO OBTAIN A FINAL CERTIFICATE OF OCCUPANCY. YOU WILL NOT BE PAID UNLESS WE HAVE A COPY OF THIS DOCUMENT IN HAND. The DM may need to fill out some forms, apply for business license, and be present at an inspection, but the GC IS RESPONSIBLE TO OBTAIN THE CoFo EVEN IF THE DM HAS TO FILL OUT THE FORMS. YOUR JOB IS NOT FINISHED UNTIL WE HAVE A CoFo in hand FROM YOU! IT IS NOT THE DM'S RESPONSIBILITY TO WAIT ON INSPECTIONS OR GO TO THE CITY TO PICK UP THE CoFo. PLEASE UNDERSTAND WHAT IT WILL TAKE TO GET THE CoFo AND PLAN FOR THIS IN YOUR BID. TIME, COSTS, AND PROCEDURE.

4. **CONTACT Joe Celento** at 912-629-1549 to inquire if voice / data have already been installed. Start coordination as soon as you get the NTP. DO NOT DEMO ANY VOICE/DATA EQUIPMENT until you contact Joe. Voice / Data may have already been installed as the lead time can be 60-90 days.

5. **INSTALL the TBB** (Telephone Back Board, see notes above for specifications). Notify and schedule with Joe Celento if you cannot physically get to the site within the 4 days of NTP.

6. **CALL the Build-Out Project Manager** and advise on who the Superintendent is, his/her phone number (if a new Super set up a call to go over the NTP letter, Contract Documents and Project Procedures) and set the schedule for start and completion. Ensure that your Super has a copy of the NTP, this list and all contract Documents.

7. **PERFORM** a Start-Up Service on the HVAC and advise if system needs repairs or replacement (if a new system is not provided in the scope of work).

8. **FLOOD THE ROOF** as soon as you get on the job site. We want you to take a garden hose and lawn sprinkler head (Gilmour 3500 Sq Ft Oscillating Sprinkler Model: 863SPMGF Lowes Item #: 135713 or similar) (Unless it is raining the day that you arrive). Also, spray water around the HVAC units and flashing, and parapet walls. Check inside for roof leaks. If there are roof leaks, check NTP. If the Landlord is responsible for the roof, please call landlord immediately. If not, call a local roofing contractor and get price to patch roof and make necessary repairs. Call the Build-Out Project Manager to discuss and obtain approved change order.

9. **CALL the Security Vendor** Stanley Security Solutions; Jason Saulsbury (612) 872-3446 or Mike Dawson (770) 689-2155 to schedule the security install. (Advise them of any license or low voltage permit requirements) Call TEN (10) days prior to RTO date for scheduling security tech.

10. **CALL the Low Voltage Vendor** (CCS - Butch Mayhew 205-263-2510) FIVE (5) days prior to requested date for onsite tech to perform cabling rough-in. (Advise him of any license or low voltage permit requirements)

11. **ENSURE a Key to the space is in our Lock Box** with code 0326 or install a lockbox with the key and use code 0326. Make sure the DM has a key.

12. **CALL the DM (District manager)** as listed on the NTP letter. Introduce yourself and make arrangements to give the DM a Key to the store. THIS IS YOUR CUSTOMER. *TREAT THEM AS SUCH*. Ask the DM if the Utilities are set up; if not, ask if they could please do so immediately. (Utilities are put in TitleMax name by the DM)

12.1. Connection of the utilities is the GC RESPONSIBILITY. The DM will order service and pay deposits, BUT THE GC IS RESPONSIBLE TO ENSURE THAT UTILITIES ARE TURNED ON.

12.2. THE DM DOES NOT HAVE THE AUTHORITY TO CHANGE OR ADD TO YOUR SCOPE OF WORK. Be Pleasant and professional with any DM/RM requests and tell them that you will take their request/concerns to the TMX Build Out Project Manager for approval and instructions to proceed.

13. **START DEMO** if possible on a Demo Permit.

14. **PAINT THE OUTSIDE OF THE BUILDING** AS SOON AS POSSIBLE AND PRACTICAL. DO NOT WAIT UNTIL THE END OF THE JOB TO PAINT THE BUILDING. Most times you can paint the building without a permit.

15. **ORDER BLUE ROOFING SHINGLES (see TM Specs) ASAP.** (If Applicable per the scope) THERE CAN BE A LONG LEAD TIME FOR THESE SHINGLES.

16. **CALL Sign Manufacturer** as listed on the NTP letter and Schedule Sign Connection. GC IS RESPONSIBLE FOR FINAL SIGN ELECTRICAL CONNECTION, OBTAINING ELECTRICAL PERMIT AND INSPECTION ON CONNECTION. If Sign Company does not respond, call our Sign Project Manager or the TM Project Manager.

17. **ADVISE** TM Build Out PM of the date that we can put the furniture in the store. This is typically the day after Final Inspection and C of O.

18. **PROVIDE** project status on the weekly GC Status Report.

LEAVING A MESSAGE FOR A VENDOR OR TM CONTACT IS NOT DOING YOUR JOB; CALL UNTIL YOU MAKE THE CONTACT AND SCHEDULE THE ITEM. If, after 48 hours, you have not received a return phone call from a vendor, contact the TM Build Out Project Manager immediately.

BID DOCUMENTS:

ALL of the following bid documents are a part of the job and scope of work.

1. GC Bid Form (MS Excel Spreadsheet)
2. TM Plan Set: Demo Plan, Floor Plan, MEP Plan, RCP Plan, Project Details (if required), Standard Details, Specifications, and General Notes. (possible Cover page and Site Plan)
3. Architectural and Structural Plans, if applicable.
4. Proposed Exterior Elevations AND THE SCOPE NOTES LISTED ON THE ELEVATIONS.
5. Sign Drawings (For locations and quantity of your sign circuits and connections) BUILDING SIGNS STAY LIT 24/7, no switches, time clocks or photo cells. Pylon signs (Road Signs, Monument Signs) GET A PHOTO CELL ONLY.

END OF JOB:

MEET WITH DM OR RM to review and complete the **TM GC Completion Checklist and the TM GC Completion Warranty**. You fill out the top part and the DM fills in the Pass/Fail and comments. This should include any warranties that are applicable like new HVAC or roof replacement. This form must be signed by a DM or RM only. A store manager cannot sign this form. This form must be included with your C. of O. in order to receive payment.

ACCOUNTING:

You will receive a PO # for your NTP Base Contract Amount. You will need to put this PO# on your Invoice. You will receive a PO # for each additional Change Order or Group of Change Orders. These PO numbers must be on your invoice.

Please follow the following guidelines for accounting of these:

1. Jobs should not start without a NTP (Notice to Proceed)
2. After the NTP you will receive a PO for the Base Contract Amount (Your Approved Bid Amount)
3. When a Change Order is required, email the Change Order Form to the Build-Out PM and we will send it back approved or requesting additional information. Please have an idea of the cost of the Change Order when you call; do not ask for a verbal approval to replace an item without a preliminary cost associated with that item.
4. DO NOT PERFORM any work without a signed Change Order Form; you will not get paid for this if it is not approved.
5. Call the Build-Out PM if you do not have an answer on a Change Order within 24 hours.
6. You will receive a PO # for your Change Order after the Approved Change Order Form is sent.
7. At the End of the Job your Invoice needs to include All PO #s related to this project adding up to your Invoice Total.

(Sample)			
1. Base Contract:	PO0001234	\$	50,000.00
2. Change Order PO #1	PO0001241	\$	1,000.00
3. Change Order PO #2	PO0001256	\$	500.00
	Total	\$	51,500.00

8. This invoice should be emailed to lori.waller@titlemax.biz with your close out documents.

GC CLOSEOUT DOCUMENTS GUIDELINES

Following are the required close out documents that are to be submitted to the Construction Administrator at the end of each job. Please do not send them to anyone else as this may delay your payment.

1. **Fully Executed NTP Letter.** This is the first form that should be returned to TitleMax. Once you receive this letter from TM, sign and return it within 24 hours.

2. **GC Completion/Warranty.** This form is for you to fill out your warranty information. This form should be TYPED and in PDF format and completed at your office with a copy given to the DM at store turnover.

3. **GC Checklist.** This is your checklist that is signed by the RMDM ("Operators") at the end of your project. This form can and should be filled out by hand on site. Any items that are not satisfactory to the Operator are to be listed in the "Notes/Comment" column.

- 3.1. Any GC Scope Items should be completed by you or your subcontractors and approved again by the Operators.
- 3.2. Any Landlord Scope items, the GC should contact the Landlord and the TM PM for direction.
- 3.3. Any Out of Scope items, GC should speak with TM PM for possible approval of Change Orders.

4. **Subcontractor Lien Waiver.** Lien Waiver from each of your subcontractors and/or material men who work on or supply materials on our projects where the cost is \$2,000 or more.

5. **Fit Out Checklist.** This checklist is filled out by the fit out crew and signed by the RMDM. If fit out is done by others this form is not required for your close out.

6. Certificate of Occupancy.

- 6.1. Original to be given to the store. Advise them to display on wall in salesroom.
- 6.2. Send copy to TM Construction Administrator.
- 6.3. Keep copy for your records.

7. **GC Certificate of Store RTO & RTO Photos (Ready To Open).** RTO Certificate and RTO Photos must be sent to lori.waller@titlemax.biz. All items MUST BE complete. This certificate is stating that this store is now ready to be turned over to our operations department and the store can legally open. Any falsification on this document could prevent the GC from receiving any further jobs from TitleMax.

On the date that the Construction Administrator receives ALL of the above documents (with the exception of the Fit Out Checklist as noted above) the Construction Administrator can then advise the Project Manager to release your payment. TM payment terms are Net 15 days from this date.

The only form that comes after you are paid is your GC Waiver of Lien.

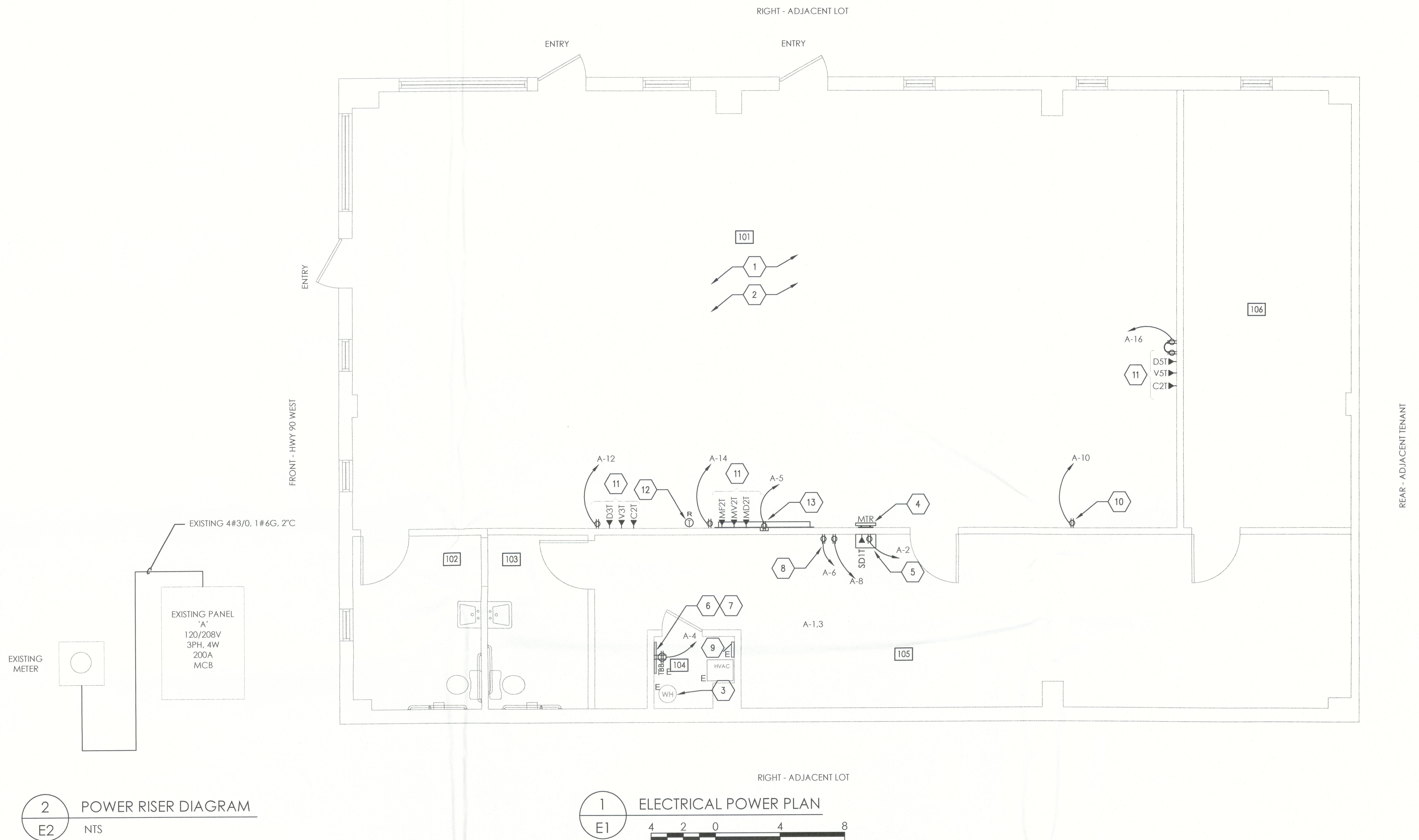
8. **GC Waiver of Lien.** This is your lien waiver for our records. This form is provided to TM once you have received your payment from TM. Please send to Construction Administrator within 5 days of your payment. Failure to submit GC Final Waiver will delay other project payments.

-
- FURNISH/REWORK/MODIFY EXISTING ELECTRICAL DEVICES, SWITCHES AND OUTLETS AS REQUIRED FOR NEW STORE LAYOUT; TERMINATE CIRCUITS AS REQUIRED.
- REMOVE/DISCARD/DISCONNECT ANY MECHANICAL/ELECTRICAL FIXTURES/DEVICES AFFECTED BY DEMOLITION IN PROPOSED SALES AREA; CAP ALL PENETRATIONS AND REMOVE ASSOCIATED MEP CONNECTIONS.
- EXISTING WATER HEATERS TO REMAIN. VERIFY UNIT IS IN GOOD WORKING ORDER.
- SECURITY VENDOR TO PROVIDE NEW FLAT PANEL MONITOR AT THIS LOCATION.
- DVR WALL SHELF AND MONITOR OUTLETS @ 72" AFF.
- INSTALL/UPGRADE TB BOARD, QUAD OUTLET #6 GROUND AND 1" CONDUIT TO AT&T DEMARK PER TITLEMAX SPECIFICATIONS. GC TO DETERMINE THE BEST LOCATION FOR THE TB BOARD AND RECEPTACLE.
- CCS TO INSTALL TDP AND VOICE DATA DROPS NOT ON SITE.
- PROVIDE [2] NEW DUPLEX OUTLETS AT 42" AFF AT THIS LOCATION. PROVIDE SEPARATE CIRCUIT FOR EACH OUTLET.
- EXISTING ELECTRICAL PANEL TO REMAIN.
- FURNISH/INSTALL NEW DUPLEX OUTLET DEDICATED TO KEY MACHINE AT THIS LOCATION.
- REFER TO DETAILS 3/G-1 AND 3.G-2 FOR CONDUIT AND WIRING REQUIREMENTS AT THESE LOCATIONS. PROVIDE SEPARATE 3/4" CONDUIT FROM OUTLET BOX TO ABOVE CEILING FOR EACH OF THREE DATA/VOICE OUTLET BOXES AS SHOWN ON THE DETAILS.
- EXISTING DIGITAL THERMOSTAT TO BE RELOCATED TO SALES AREA AND AS NECESSARY TO PROPERLY CONDITION THE SPACE.
- FURNISH/INSTALL RECESSED WALL OUTLET FOR INTERIOR WALL SIGN@ 5'-0" AFF (CENTERLINE); REF G.1 FOR ADDITIONAL MOUNTING AND INSTALLATION DETAILS. SEE SPECS FOR OUTLET INFORMATION.

1. CIRCUITING OF NEW RECEPTACLES AND LIGHTING IN THE SALES AREA AND BREAK ROOM SHALL BE SERVED FROM EXISTING PANEL. CONTRACTOR SHALL PROVIDE TYPED PANEL SCHEDULE SHOWING ALL NEW CIRCUIT LABELS.
2. REFER TO ARCHITECTURAL SHEETS FOR DIMENSIONAL LOCATION OF ELECTRICAL EQUIPMENT.
3. LIGHTER LINE WEIGHTS INDICATE EXISTING CONDITIONS/ITEMS.
4. REFER TO DRAWING 3/G.2 TO COORDINATE OUTLET LOCATIONS WITH FURNITURE CUT-OUTS AND ELECTRICAL DATA REQUIREMENTS.
5. TB BOARD LOCATION IS APPROXIMATE (IF APPLICABLE) G.C. TO DETERMINE MOST APPROPRIATE LOCATION.
6. CONTRACTOR TO FIELD VERIFY ALL INFORMATION PROVIDED ON RISER DIAGRAM AND PANELS AND REPORT ANY DISCREPANCIES TO OWNER AND ENGINEER PRIOR TO BID.

 SPECIAL PURPOSE RECEPTACLE

DRAWN: BM
CHECKED: FS



EXISTING PANEL 'A'				MAINS RATING			PHASE:							
				200A			120/208V			3				
				VOLTAGE:			WIRE:			4				
				TYPE:			A.T.C.:			10K				
MOUNTING:				FLUSH										
BKR.	WIR E	DESCRIPTION	CKT.	CONNECTED LOAD (KVA)						CKT.	DESCRIPTION	WIRE	BKR.	
				Aø	Bø	Cø								
1P/20	12	SALES LIGHTING	1	1.2	0.6						2	DVR MONITOR	12	1P/20
1P/20	12	SALES LIGHTING	3			1.0	0.2				4	TELEPHONE BOARD	12	1P/20
1P/20	12	WALL SIGNAGE	5					0.4	0.8		6	BREAK ROOM RECEPTACLE	12	1P/20
1P/20	12	BREAK ROOM LIGHTING	7	0.8	0.6						8	BREAK ROOM RECEPTACLE	12	1P/20
1P/20	12	RESTROOM LIGHTING/EXH. FANS	9			0.8	0.6				10	KEY MACHINE	12	1P/20
1P/20	12	CEILING OUTLETS	11					0.9	0.6		12	SALES AREA RECEPTACLE	12	1P/20
1P/20	12	HVAC RECEPTACLE	13	0.2	0.5						14	SALES AREA RECEPTACLE	12	1P/20
1P/20	12	EXISTING WATER HEATER	15			0.0	0.4				16	SALES AREA RECEPTACLE	12	1P/20
1P/20	12	SPARE	17					1.2	0.0		18	SPACE	--	--
2P	-	EXISTING AHU-1	19	0.0	0.0						20	SPACE	--	--
			21			0.0	0.0				22	SPACE	--	--
2P	-	EXISTING CU-1	23					0.0	0.0		24	SPACE	--	--
			25	0.0	0.0						26	SPACE	--	--
1P/20	12	EXISTING SIGN	27			0.0	0.0				28	SPACE	--	--
--	--	SPACE	29					0.0	0.0		30	SPACE	--	--
--	--	SPACE	31	0.0	0.0						32	SPACE	--	--
--	--	SPACE	33			0.0	0.0				34	SPACE	--	--
--	--	SPACE	35					0.0	0.0		36	SPACE	--	--
--	--	SPACE	37	0.0	0.0						38	SPACE	--	--
--	--	SPACE	39			0.0	0.0				40	SPACE	--	--
--	--	SPACE	41					0.0	0.0		42	SPACE	--	--
TOTALS (KVA)				4.0		3.0		3.9						
TOTALS (AMP)				33.3		25.0		32.5						

