



ACORDO COMERCIAL

QUADRO RESUMO

i) **CONTRATANTE:** Melnick Even Castanheira Empreendimento Imobiliário Ltda.;

ii) **ADMINISTRADORA:** Atlantica Hotels International (Brasil) Ltda.;

iii) **OBJETO:** Prestação dos Serviços de Assessoria e dos Serviços de Suporte na Implantação de Empreendimento Condo-Hoteleiro e sua Respectiva Administração;

iv) **PRAZO:** Da presente data até a data de abertura do empreendimento, conforme Cláusula Oitava;

v) **MARCA A SER LICENCIADA:** Double Tree by Hilton;

vi) **ENDEREÇO DO EMPREENDIMENTO:** Avenida Padre Cacique, nº 2893, bairro Praia de Belas, na cidade de Porto Alegre, Rio Grande do Sul;

vii) **NÚMERO DE APARTAMENTOS:** 141 (cento e quarenta e um) apartamentos

viii) **NOME FANTASIA DO EMPREENDIMENTO:** Double Tree by Hilton Porto Alegre

ix) **DATA PREVISTA PARA ENTREGA DO EMPREENDIMENTO:** 60 (sessenta) meses contados da emissão do Registro de Incorporação ou da Licença de Incorporação, o que ocorrer por último.

x) **PREÇO:**

Serviço Produto	Descrição	Valor	Forma de Pagamento
Taxa Inicial/Adesão à Marca	Aquisição do direito de uso não exclusivo da Marca Double Tree by Hilton Porto Alegre	R\$ 2.000,00/UA = R\$ 282.000,00	R\$ 50.000,00 no ato de assinatura do presente instrumento e o saldo R\$ 232.000,00 em 10 parcelas mensais, iguais e consecutivas, vencendo-se a primeira 10 dias após a obtenção da dispensa regulatória da CVM sobre o projeto objeto do presente instrumento
Serviço de Assessoria	Fornecimento das matrizes para a implantação dos padrões da Marca	R\$ 100,00/UA = R\$ 14.100,00	12 parcelas iguais, mensais e consecutivas de R\$ 1.175,00 a primeira vencendo-se 90 dias após a assinatura do presente instrumento e as seguintes na mesma data dos meses subsequentes
Serviço de Suporte na Implantação	Suporte na implantação dos padrões da Marca	N/A	N/A

	Reembolso de Despesas	Despesas reembolsáveis incorridas pela Administradora durante a execução dos Serviços	Mediante a apresentação dos respectivos comprovantes pela Administradora	Até o 5º (quinto) dia útil seguinte ao mês de ocorrência da despesa	
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Acordo Comercial

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ACORDO COMERCIAL

Pelo presente instrumento particular de Acordo Comercial (o “**Acordo Comercial**” ou o “**Contrato**”), as Partes (ou isoladamente a “**Parte**”) abaixo nomeadas, de um lado,

(a) **Melnick Even Castanheira Empreendimento Imobiliário Ltda.**, com sede na Cidade de Porto Alegre, Estado do Rio Grande do Sul, na Rua Carlos Trein Filho, nº 551, bairro Auxiliadora, devidamente inscrita no CNPJ/MF, sob o nº 16.816.234/0001-41, neste ato representada na forma de seu Contrato Social, doravante simplesmente denominada “**Contratante**”; e, de outro lado,

(b) **Atlantica Hotels International (Brasil) Ltda.**, com sede na Cidade de Barueri, Estado de São Paulo, na Alameda Rio Negro, 13º andar, Edifício Padauri, Alphaville, inscrita no CNPJ/MF sob o nº 02.223.966/0001-13, neste ato representada na forma de seu Contrato Social, doravante simplesmente denominada “**Administradora**”; e ainda,

Considerando que:

- (i) A **Contratante** firmou um *Instrumento Particular de promessa de Permuta e Outras Avenças* (o “**Contrato de Permuta**”) com a proprietária do terreno (declaração anexa) objetivando a permuta do imóvel localizado no endereço constante do **Quadro Resumo** acima, objeto da matrícula nº 35.877, do 5º Cartório de Registro de Imóveis da Comarca de Porto Alegre, Estado do Rio Grande do Sul, sobre o qual, a **Contratante** promoverá a construção de um empreendimento imobiliário consistente em um complexo multiuso (office, comercial, condo-hotel), no qual haverá uma edificação com unidades do tipo condo-hoteleira e respectivas áreas e coisas comuns, nestas incluídas aquelas destinadas a restaurante, bar, sala de convenção, estacionamento, elevadores, arruamentos, jardins e instalações para serviços e lazer, que comportarão a instalação e o funcionamento de infraestrutura condo-hoteleira. Para os fins do presente instrumento será considerado “**Empreendimento**” a parte da torre destinada ao setor hotel contendo as unidades condo-hoteleiras, áreas e bens comuns da edificação retro referida referentes ao setor hotel, devidamente aprovada para a atividade hoteleira, conforme Alvará de Aprovação e Execução expedido pela Prefeitura do Foro do **Empreendimento**;
- (ii) A **Administradora** é empresa especializada na prestação de serviços de administração hoteleira, utilizando-se de licenciamento de marcas, procedimentos, padrões e especificações próprios;
- (iii) A **Contratante** deseja que o **Empreendimento** faça parte do grupo de empreendimentos hoteleiros pertencentes e ligados à organização da **Administradora**, combinado com as marcas registradas da **Licenciadora** e/ou da **Administradora**, o qual será denominado “**Rede**” para os fins deste **Contrato**;
- (iv) A **Contratante** deseja que a **Administradora**: (1) a auxilie, com relação a questões de caráter estritamente operacional hoteleira, na formatação do **Empreendimento**, para que ele atenda aos padrões da Rede à qual pertence a **Administradora**; e (2) se proponha a fazer tanto a administração do **Empreendimento** quanto à exploração hoteleira de suas facilidades e assim explorando tanto suas áreas comuns quanto as unidades condo-hoteleiras;
- (v) A **Contratante** deverá projetar, construir, instalar, montar, equipar e decorar o **Empreendimento**, conforme as orientações de natureza hoteleiras fornecidas pela **Administradora**, em consonância com o **Anexo III**, e à vista dos padrões da marca retro mencionada, cujos manuais de padrões são

(ou foram) entregues à **Contratante** e integram, para todos os efeitos, o presente instrumento como **Anexo II**;

- (vi) Para fins de viabilização da exploração conjunta das unidades hoteleiras, em sistema de **Pool**, e das demais atividades hoteleiras que serão desenvolvidas nas áreas comuns do **Empreendimento**, deverá ser constituída uma sociedade em conta de participação, doravante denominada simplesmente “**SCP**”, e que deverá ter como sócia ostensiva a **Administradora** e como sócios participantes os Condôminos integrantes do **Pool**;
- (vii) Para os fins do presente, entende-se por **Pool** o sistema unificado de proprietários e adquirentes das unidades condo-hoteleiras do **Empreendimento** com o objetivo de explorá-las conjuntamente, de modo uniforme e homogêneo, por meio da **Administradora**, ficando desde já acordado entre as partes que existirá um único **Pool** no **Empreendimento** e que este deverá ser obrigatoriamente gerido pela **Administradora** e regrado nos termos da **SCP**;
- (viii) A **Contratante**, em razão da incorporação e da estrutura de condomínio edilício conferida ao **Empreendimento**, poderá comercializar perante terceiros (os “**Condôminos**”) as respectivas unidades condo-hoteleiras, inteiras ou em partes ideais de unidades, sendo que os Condôminos deverão aderir aos contratos anexos ao presente instrumento por meio de Termo de Adesão específico.

RESOLVEM, de comum acordo, celebrar este **Acordo Comercial**, que será regido pelas cláusulas e condições a seguir mutuamente outorgadas e aceitas.

CLÁUSULA 1ª - DAS DEFINIÇÕES

1.1. - Para os fins do presente **Acordo Comercial**, todos os termos grafados com iniciais em letras maiúsculas e em negrito, terão o significado a eles atribuídas no **Anexo I** do presente instrumento.

CLÁUSULA 2ª - DO OBJETO

2.1. - O objeto do presente **Acordo Comercial** é o estabelecimento de normas e condições indispensáveis para que a **Contratante** construa o **Empreendimento** de acordo com os padrões internacionais da **Administradora**, e em consonância com as especificações técnicas da marca a seguir definida, doravante denominada simplesmente “**Marca**”, permitindo que a **Administradora** aceite a incumbência de sua administração, assim como a prestação dos serviços de assessoria pré-operacional hoteleira e dos serviços de suporte na implantação, operação e integração à Rede a qual pertence a **Marca**, e de acordo com o determinado nos **Anexos II e IV**.

2.2. - Caberá à **Administradora** fixar os conceitos gerais e específicos da operação do **Empreendimento** no que seja necessário à consecução das atividades que nele serão desenvolvidas, bem como definir, rever e alterar, quando for o caso, seus padrões, procedimentos e rotinas, a fim de garantir o mais alto grau de qualidade na prestação dos serviços aos seus usuários.

2.3. – Por meio deste **Acordo** as **Partes** estabelecem também os termos e condições para a celebração dos instrumentos anexos ao presente, ficando desde já a **Contratante** obrigada a formalizar tais contratos.

CLÁUSULA 3ª - DOS SERVIÇOS DE ASSESSORIA PRÉ-OPERACIONAL

3.1. - Os serviços de assessoria pré-operacional hoteleira, cuja remuneração da **Administradora** consta no **Quadro Resumo** acima, assim como na cláusula 7ª infra, serão prestados pelo período compreendido entre a data de assinatura deste instrumento e o último dia imediatamente anterior à Data de Abertura do **Empreendimento** ao público em geral, os quais serão desenvolvidos em 04 (quatro) fases distintas, conforme descritas em ordem cronológica, a saber:

A. - Fase Preliminar - a **Administradora** orientará a **Contratante** na conceituação dos desenhos esquemáticos do **Empreendimento**, sobre: **(i)** todos os conceitos, padrões, procedimentos e rotinas operacionais e de manutenção adotados pela **Administradora**; **(ii)** as áreas de alimentos e bebidas e de convenções; **(iii)** a decoração interior; **(iv)** os padrões das políticas de comunicação visual;

B. - Fase de Conceituação - a **Administradora**, à vista dos projetos preliminares ou esquemáticos que a **Contratante** lhe entregará, e tendo sempre em vista as atividades operacionais do **Empreendimento**, realizará os seguintes serviços, cujo objetivo será sempre o de análise da conceituação no que se refere exclusivamente à operação de natureza hoteleira, providenciando a revisão e aprovação: **(i)** das especificações preliminares e dos desenhos esquemáticos dos projetos; **(ii)** da distribuição, divisão e tamanho das unidades condo-hoteleiras, das áreas comuns, de serviço e administrativas (projeto de decoração de interiores e *layout*); e, **(iii)** dos orçamentos apresentados pela **Contratante** para os projetos especificamente relacionados às atividades hoteleiras do **Empreendimento**;

C. - Fase de Desenvolvimento – antes da construção do **Empreendimento**, incumbe também à **Administradora**, realizar também os seguintes serviços, sempre de natureza estritamente operacional hoteleira: **(i)** análise, revisão e aprovação de todos os projetos executivos do **Empreendimento**, exclusivamente quanto às questões hoteleiras relacionadas: (a) aos projetos de decoração, sugerindo a distribuição (*layout*) da mobília e dos equipamentos das áreas comuns e das unidades autônomas; (b) às políticas de comunicação visual; (c) aos projetos de elétrica, hidráulica e mecânica, definindo a localização dos pontos de luz, das tomadas elétricas, de telefone e para os cabos lógicos; (d) aos aspectos operacionais dos projetos de instalação de ar condicionado; (e) aos projetos de paisagismo; (f) aos desenhos arquitetônicos; (g) aos projetos da lavanderia, incluindo os equipamentos que deverão ali ser utilizados; (h) aos projetos das cozinhas e demais dependências da área de alimentos e bebidas, incluindo, também, neste caso, os equipamentos que deverão ali ser utilizados; **(ii)** sugestão, à vista das exigências operacionais, da localização dos equipamentos de informática, de telecomunicação e dos demais equipamentos que serão utilizados; **(iii)** elaboração de plano quantitativo preliminar (*“master list”*) para compra de mobiliário, equipamentos e itens de decoração para a operação do **empreendimento**, baseada em índices estimativos, com base nos projetos de decoração de interiores de unidades autônomas e de áreas comuns previamente aprovados pela **Administradora**, conforme **Anexo III**; e,

D - Fase de Construção - durante a construção e nas épocas oportunas incumbirá à **Administradora**, sempre no que se referir a questões estritamente de natureza operacional hoteleira: **(i)** rever e aprovar por escrito eventuais modificações havidas nos projetos arquitetônicos que influam na operação hoteleira, as quais deverão ser, sempre previamente submetidos à **Administradora**; **(ii)** vistoriar a construção, que implica em: (a) visita a obra, tantas vezes quantas julgar necessário, elaborando, caso a **Administradora** julgue conveniente, relatórios periódicos sobre essas visitas; (b) verificar se a qualidade dos materiais que a **Contratante** pretende utilizar na obra atende aos padrões mínimos exigidos pela **Marca**; **(iii)** elaborar, após a conclusão da obra e a limpeza final, um último termo de vistoria e a respectiva lista de pendências (*punch list*) identificando as modificações e adequações necessárias ao recebimento da obra pelo **Síndico**; **(iv)** após a conclusão da obra, elaborar um “Termo de Aprovação Operacional do **Empreendimento**”, que documentará formalmente que a obra, quanto a seus aspectos operacionais de natureza hoteleira, está de acordo com os projetos aprovados pela **Administradora** para que seja operado de acordo com os padrões exigidos pela **Marca**, sem eximir a **Contratante** das responsabilidades e obrigações constantes da legislação

pertinente e do contrato firmado com terceiros, quando houver; **(v)** assessorar o **Síndico** no recebimento das áreas comuns do **Empreendimento**, somente quanto aos aspectos hoteleiros, após concedido o referido “Termo de Aprovação Operacional do Empreendimento” à **Contratante**; **(vi)** fixar, no tocante à informatização e telefonia do **Empreendimento** a quantidade, localização e os tipos de equipamentos e programas (*software*) a serem usados; **(vii)** acompanhar e assessorar a empresa de comunicação visual na implementação das políticas de sinalização interna e externa, bem como na criação de nomes e logotipos para bar, restaurante e estacionamento do **Empreendimento**.

CLÁUSULA 4ª - DOS SERVIÇOS DE SUPORTE À IMPLANTAÇÃO

4.1. – A Administradora prestará os serviços de suporte à implantação, cuja remuneração consta no **Quadro Resumo** acima, durante a fase de pré-abertura do **Empreendimento**, que corresponde ao período de meses que antecedem à referida Data de Abertura, conforme oportunamente estabelecido pela **Contratante** e pela **Administradora**, de acordo com as características próprias do **Empreendimento** e com o ritmo das obras civis e os trabalhos de montagem, equipagem e decoração deste, da seguinte forma:

A. - Elaboração dos orçamentos pré-operacionais contendo as verbas de pré-abertura, que incluem todas as despesas necessárias para a realização das atividades do **Empreendimento** durante a vigência deste **Acordo Comercial**, orçamento este que seguirá o exemplo ora anexo (**Anexo V**). O orçamento definitivo com as verbas pré-operacionais acima mencionadas será apresentado pela **Administradora** à **Contratante**, por volta de 18 (dezoito) meses antes da data de início do período operacional, conforme ajustado entre as Partes, para que seja submetido à aprovação, que deverá ocorrer até o 15º (décimo quinto) dia imediatamente subsequente àquela apresentação.

A.1. - Os valores dos orçamentos pré-operacionais descritos no item acima serão gerenciados e administrados diretamente pela **Administradora**, devendo seu pagamento ser feito na forma e prazos estabelecidos acordado entre as Partes.

B - Preparação de um plano de marketing contendo ações de marketing a serem desenvolvidas durante o período de pré-abertura do **Empreendimento**, e que possam se prolongar após a sua respectiva abertura, avaliando as condições do mercado, e reapreciando o produto de modo a pôr em destaque o que o diferencia dos concorrentes, notadamente seus serviços e rotinas de operação; inclusão do **Empreendimento** em materiais promocionais, programas de relações públicas, assessoria de imprensa e campanhas publicitárias corporativas da **Administradora** e da Rede à qual pertence a **Marca**, despesas estas previstas nos orçamentos mencionados no item A acima;

C - Seleção do Gerente Geral e demais profissionais que trabalharão no **Empreendimento**, de acordo com o cronograma de contratações definido nos orçamentos de pré-abertura; desenvolvimento e implantação das políticas e dos procedimentos de recursos humanos do **Empreendimento**; treinamento dos empregados que trabalharão no **Empreendimento** e que, com exceção do Gerente Geral, a todo tempo serão contratados pela **Contratante** ou diretamente pelo **Condomínio** instituído por esta. Não obstante a contratação do Gerente Geral ser de responsabilidade da **Administradora**, todos os custos referentes aos salários e encargos deste profissional estarão incluídos nas verbas pré-operacionais acima mencionadas. A demissão e/ou contratação de profissionais para o **Empreendimento** somente poderá ser realizada mediante prévia autorização por escrito da **Administradora**, da mesma forma que a **Administradora** poderá, a seu exclusivo critério, determinar a demissão e/ou contratação de profissionais para o **Empreendimento** desde que os respectivos salários e encargos estejam dentro do correspondente orçamento.

C.1. – As Partes estabelecem desde já que a **Contratante: (i)** irá entrevistar os candidatos a Gerente Geral pré selecionados pela **Administradora**, os quais deverão ser no mínimo 3 (três) candidatos; e

(ii) poderá se opor à contratação de até 2 (dois) candidatos indicados, desde que de forma devidamente justificada e fundamentada.

D - Orientação à implantação do sistema de contabilidade e finanças referente à administração do **Empreendimento**, o qual deverá observar os padrões e rotinas da **Administradora** (os respectivos custos de treinamento e/ou quaisquer outros necessários à implantação e manutenção do sistema no **Empreendimento** deverão estar incluídos nos orçamentos de pré-abertura acima mencionados);

E – Inclusão do **Empreendimento** no sistema de central de reservas da Rede a qual pertence a **Marca** e em sistema informatizado que permita a realização de reservas de apartamentos diretamente do exterior, através de terminais de companhias de aviação, agências de turismo e outras entidades (*Global Distribution System - GDS*). O custo deste serviço será então debitado como Despesa Operacional do **Empreendimento**, nos termos praticados pela **Administradora**. Fica, entretanto, desde já estabelecido que o custo deste serviço, previsto no orçamento constante da letra A, poderá variar em razão de aumento ou redução no custo do seu fornecimento, visando a cobrança de valores equivalentes para todos os empreendimentos que operam sob a **Marca**, no Brasil e no exterior, mediante aviso prévio e escrito feito pela **Administradora**.

E.1. - Em adição ao disposto no item E, acima, a **Administradora** deverá contratar a empresa **Hotel Direto Ltda.** nos termos e condições do Acordo Comercial para Vendas de Hospedagens e Eventos estabelecidos no **Anexo 4** ao Contrato de SCP, anexo a este **Acordo**.

F. – Para a prestação dos serviços de tecnologia ao **Empreendimento** relacionados ao sistema de gestão hoteleira, visando a centralização da base de dados deste e demais empreendimentos administrados pela **Administradora**, com uma única estrutura de equipamentos, serviços e sistemas, na busca de minimizar custos incorridos pelo **Empreendimento** e maximizar suas atividades e resultados operacionais, nos termos do **Anexo VIII**.

4.2. – Nos meses que antecedem ao período de pré-abertura, a **Contratante** convocará Assembleia Geral de Condomínio sem uso para, arcando com os respectivos custos: **(i)** declaração de instalação do “Condomínio sem uso”, para fins de obtenção de Cadastro Nacional de Pessoa Jurídica - CNPJ perante a Secretaria da Receita Federal e abertura de conta corrente bancária em nome do SubCondomínio Hotel (ou do Condomínio Geral, em caso de impossibilidade); **(ii)** aprovação das verbas pré-operacionais acima mencionadas; **(iii)** deliberação das demais matérias constantes da Convenção de Condomínio ou que a **Contratante** submeta à deliberação na Assembleia; e **(iv)** determinação de penalidade a ser imposta aos que não adimplirem suas obrigações de pagamento das verbas constantes dos orçamentos aprovados.

4.2.1. - A **Contratante** desde já reconhece que a instalação do “condomínio sem uso” não exime sua total responsabilidade pelas obras e seu custeio, devendo assim permanecer até a obtenção do respectivo Auto de Conclusão do **Empreendimento** (“habite-se”), e consequente instalação do “condomínio com uso”.

4.2.2. - Caso não seja possível, por inviabilidade registral e/ou por impedimentos relacionados à obtenção do CNPJ, a instituição do condomínio na forma prevista no item 4.2. supra, não será considerado inadimplemento da **Contratante**, na medida em que tal questão não decorrerá de vontade, ato ou omissão sua. Neste caso, a **Contratante**, tão logo obtido o habite-se do empreendimento e averbada a construção das obras nas matrículas, providenciará a Assembleia Geral de Condomínio e instalar o condomínio definitivo do Empreendimento, incluindo do Subcondomínio Hotel.

4.3. - Fica desde já estabelecido que o **Empreendimento** somente será considerado apto à operação e utilização (período operacional) após cumpridos pela **Contratante** os seguintes requisitos: **(i)** expedição do alvará de vistoria do corpo de bombeiros; **(ii)** obtenção do respectivo auto de conclusão do **Empreendimento**

("habite-se"); (iii) tenha sido realizada por si ou por empresa especializada, a vistoria do **Empreendimento**, atestando que este se encontra completamente montado, equipado e decorado, conforme os padrões da **Marca (Apartamentos: estimado em R\$ 48.068,90/UA, e Áreas comuns: R\$ 27.936,52/UA, ambos valores corrigidos pelo INCC-DI, podendo sofrer variação de até 5% para mais); (iv) tenham sido quitados todos os valores previstos neste instrumento, e; (vi) tenham sido quitados os valores relacionados as despesas pré-operacionais (estimado em R\$ 6.655,17/UA, podendo sofrer variação de até 5% para mais) e capital de giro (este último estimado no valor de R\$ 2.000,00 por Apartamento, podendo sofrer variação de até 5% para mais).**

CLÁUSULA 5ª - DO USO DA MARCA

5.1. - A **Administradora** é detentora dos direitos de uso da **Marca** e autoriza a **Contratante** a utilizá-la de forma não exclusiva no lançamento do **Empreendimento** e durante todo o prazo de vigência deste **Acordo Comercial**, única e exclusivamente para a consecução do objeto do presente instrumento e nos termos aqui previstos.

5.2. - A **Contratante** não concederá sublicença da **Marca** ou cederá qualquer direito concedido neste **Acordo** sem o prévio consentimento por escrito da **Administradora**.

5.3. - O sublicenciamento da **Marca** em favor da **Contratante** é realizado em caráter não exclusivo, de tal forma que poderá a **Administradora**, por si ou por terceiros, livremente utilizar a **Marca** em outros empreendimentos, em qualquer localidade do Brasil ou do exterior, salvo na área delimitada no mapa anexo ao presente instrumento, onde haverá exclusividade de uso da **Marca Double Tree by Hilton** pela **Contratante**.

5.4. - Todo e qualquer material que contenha a **Marca** deverá ser prévia e expressamente aprovado pelo departamento de marketing da **Administradora** antes de ser distribuído. Não obstante, as **Partes** concordam que somente a **Contratante** será responsável pelos danos decorrentes de propaganda abusiva ou enganosa, de divulgação de informações incorretas, não autorizadas e/ou falsas ao público, nas ações tomadas exclusivamente por esta (**Contratante**) ou que estejam sob sua responsabilidade.

5.4.1. - A **Contratante** compromete-se a não incluir a **Marca** ou o nome fantasia da **Administradora** no nome de suas empresas, SPEs (Sociedades de Propósitos Específicos) ou similares ou ainda no **Condomínio**. Assegura, ainda, que caso tal fato já tenha ocorrido, tomará todas as medidas necessárias a proceder à respectiva alteração.

5.5. - Durante a vigência deste **Acordo Comercial**, a **Marca** poderá ser substituída por outra da Rede à qual a **Administradora** e/ou suas sucessoras estejam vinculadas se, de acordo com a experiência profissional da **Administradora**, por questões mercadológicas, a providência for recomendável para incremento das atividades do **Empreendimento**. Nesta hipótese, a **Administradora** deverá buscar prévia e expressa aprovação da **Contratante**. Todos os custos eventualmente incorridos para efetivar tal substituição serão arcados pela **Contratante**.

5.5.1. - Para tanto, a **Administradora**, apresentará à **Contratante** suas justificativas para tal mudança e os gastos que deverão ser incorridos.

5.6. - A **Contratante** reconhece que todo o **Fundo de Comércio** associado à **Marca** é de propriedade da **Administradora** e não será revertido em benefício de terceiros, ou da **Contratante**.

5.7. - Eventuais atualizações, renovações e/ou alterações feitas na **Marca** por determinação de sua **Licenciadora** deverão ser aplicadas a este **Acordo**, implicando, assim, na realização das referidas modificações, pela **Contratante**, às suas expensas.

5.8. - Se a **Marca** não estiver mais disponível para uso pela **Administradora**, as partes estabelecem que a **Contratante** será notificada para tomar conhecimento da nova marca que será utilizada pela **Administradora**, devendo tal **Marca** ser adequada ao empreendimento, buscando sempre o melhor retorno aos investidores.

5.8.1. - Para fins deste **Acordo**, a **Marca** será considerada indisponível quando: **(i)** do término da respectiva licença de uso; **(ii)** houver mudança da **Marca** pela respectiva **Licenciadora**, seja em seus elementos figurativos ou nominativos; **(iii)** a **Licenciadora** deixar de usar a **Marca**; **(iv)** houver a recuperação judicial ou extrajudicial, a decretação de falência, insolvência ou modificação da composição societária da **Licenciadora** que prejudique a execução deste **Acordo**; ou, **(v)** o **Empreendimento** mudar de categoria e não mais atender aos padrões da **Marca**.

5.8.1.1. - Para os fins do disposto no item (i) acima, a **Administradora** neste ato declara que possui autorização da **Licenciadora**, com vigência até 2030, para utilização da **Marca** no **Condo-Hotel** pelo prazo estabelecido neste instrumento, incluindo-se o prazo mencionado na cláusula 11.1 do Contrato de Administração.

5.9. - Na hipótese de término do prazo ou rescisão deste **Acordo** por qualquer razão, a **Contratante** suspenderá imediatamente o uso da **Marca** e tomará todas as medidas razoavelmente solicitadas pela **Administradora** para desassociar o **Empreendimento** da **Marca**.

CLÁUSULA 6ª - DAS OBRIGAÇÕES DA CONTRATANTE

6.1. - Sem prejuízo das demais obrigações previstas neste **Acordo**, a **Contratante** obriga-se a:

a) Projetar, construir, instalar, montar, equipar e decorar o **Empreendimento**, conforme as orientações de natureza hoteleiras fornecidas pela **Administradora**, e em estrita consonância com os **Anexos II e IV**, deste **Acordo Comercial**;

b) Observar e cumprir as orientações e solicitações de adequação feitas pela **Administradora**, em decorrência da prestação dos serviços de assessoria objeto do presente ao **Acordo Comercial**;

c) Instalar e manter em bom estado de conservação durante toda a fase de serviços técnicos e pré-operacional, placa divulgando a construção do empreendimento objeto do **Acordo Comercial** (em relação à torre condo-hoteleira), conforme as especificações fornecidas pelo departamento de marketing da **Administradora**, as quais deverão obedecer a legislação em vigor;

d) Entregar à **Administradora** até a data de abertura do **Empreendimento**: **(i)**, todos os projetos arquitetônicos e executivos do **Empreendimento**, que demonstrem como ele se acha construído (*as built*), plotados e em arquivo eletrônico (extensão.dwg, auto CAD); **(ii)** após a conclusão das obras e independente dos documentos que deverão ser apresentados conforme Cláusula 14.10 abaixo: **(a)** cópia autenticada da Certidão Negativa de Débito referente à mão de obra empregada na construção do **Empreendimento**, expedida pelo INSS, do Alvará do Corpo de Bombeiros (AVCB) e do Auto de Conclusão das Obras (habite-se), bem assim o alvará de elevadores ; **(b)** cópia autenticada da matrícula do **Empreendimento** contendo a averbação da construção e registro do instrumento de Instituição, Especificação e Convenção de Condomínio com o Regimento Interno; **(c)** cópia de todos os projetos e desenhos do **Empreendimento**; **(d)** certidão negativa de débitos municipais da **Contratante** (ISS) e do **Empreendimento** (IPTU); **(e)** certidão negativa de débitos emitida pelo Serviço de Patrimônio da União - SPU, quando se tratar de imóvel aforado; (termo de garantia de bens e equipamentos adquiridos pela **Contratante** para o **Empreendimento**; **(f)** relação de fornecedores, de materiais, de bens e equipamentos adquiridos para o **Empreendimento** com o telefone e endereço de contato; **(g)** relação atualizada dos adquirentes das unidades autônomas do **Empreendimento**;

e) Com o acompanhamento e coordenação da **Administradora**, construir uma unidade autônoma-modelo, em escala natural e completamente mobiliada, até 120 (cento e vinte) dias após o término da “super-estrutura”, em que todos os responsáveis por cada um dos projetos deverão participar para testar as soluções propostas e eventualmente corrigi-las ou aperfeiçoá-las, sendo que a aprovação final deverá ser feita em conjunto pelas Partes;

f) Informar à **Administradora**, por escrito, com no mínimo 30 (trinta) dias de antecedência, o prazo previsto para o término da construção do **Empreendimento**, de sorte a permitir que seja possível, após a sua conclusão, a limpeza do **Empreendimento** e o início da instalação dos móveis e equipamentos nas áreas comuns e em suas unidades condo-hoteleiras. No caso de atraso do referido prazo, a Contratante se compromete a arcar com todos os gastos de natureza operacional dele decorrentes;

g) Realizar, na presença de um representante da **Administradora**, os seguintes testes de equipamentos e sistemas do **Empreendimento**, entre outros que poderão ser solicitados pela **Administradora**: (i) operação dos elevadores; (ii) sistemas de aquecimento e de descontaminação de água; (iii) balanceamento e controle de ar condicionado; (iv) sistema de distribuição de água quente e fria; (v) sistema de esgoto e águas servidas; (vi) sistema de *sprinkler* e detecção de fumaça, restritos às áreas públicas específicas como de alta circulação; (vii) todos os sistemas de telefonia, alarme e comunicações (para incêndio e segurança); (viii) todos os sistemas de som; (ix) sistemas de suprimento da energia de emergência (gerador, luzes de emergência); (x) desempenho acústico; (xi) equipamento de cozinha e lavanderia; (xii) energia elétrica, saneamento básico e gás; (xiii) informática e telecomunicações; (xiv) cabeamento elétrico e de TV a cabo;

h) Corrigir prontamente as pendências listadas pela **Administradora** na lista de pendências (*punch list*), as quais deverão estar sanadas até a **Data de Abertura**;

i) Após a expedição do auto de conclusão do **Empreendimento**, a **Contratante** deverá preparar e realizar a Assembleia de Instalação do Condomínio de Uso, com antecedência mínima de 15 (quinze) dias da Data de Abertura do **Empreendimento**;

j) Fazer com que a convenção de condomínio do **Empreendimento** atenda às necessidades administrativo-operacionais da **Administradora**, incorporando em seu regimento os termos e as disposições previstos no **Anexo XI** deste **Acordo**, tornando eficazes perante o **Condomínio** as disposições deste **Acordo**, de seus **Anexos**, sem que haja quaisquer contradições entre tais instrumentos e normativas, buscando seus melhores esforços para fazer com que referida convenção de condomínio seja aprovada em assembleia.

6.2. – A Contratante obriga-se a atender aos requisitos do sistema de tecnologia a ser implantado no **Empreendimento** previstos no **Anexo IX** deste **Acordo**, obrigando-se a instalar os softwares descritos no referido anexo, além de observar todas as especificações de licenças, estações de trabalho, velocidade de internet, entre outras nele previstos.

6.2.1. - A Administradora, se achar necessário ao melhor desempenho do **Empreendimento**, poderá alterar as especificações previstas no **Anexo**, desde que comunique a **Contratante** por escrito, e estipule prazo razoável para a realização das alterações, respeitando o limite de 20% (vinte por cento) de acréscimo nos valores anteriormente estipulados.

6.2.2. - Todas as despesas para a implantação e manutenção dos requisitos previstos no **Anexo** serão de responsabilidade da **Contratante**, durante a vigência deste **Acordo**.

6.3. - A Contratante declara estar ciente de que:

a) A aprovação dos materiais e projetos pela **Administradora** não implica na revisão de cálculos estruturais, de cargas físicas ou elétricas, ou de qualquer outro aspecto técnico da construção, porquanto tal aprovação

limita-se a verificar a conformidade do *layout* das instalações da edificação às exigências da Rede à qual pertence a **Marca**;

b) A **Administradora** não tem qualquer responsabilidade, quer perante a **Contratante**, quer perante terceiros, pelo projeto e construção do **Empreendimento**, tampouco pela mão-de-obra e materiais nele empregados;

c) A configuração das unidades condo-hoteleiras, bem como as especificações dos móveis, itens de decoração, pertences e utensílios neles instalados, caberão exclusivamente à **Administradora**, sendo fornecidas somente para reprodução e utilização naquelas unidades, utilizando-se dos bens previstos nos Anexos II e IV deste instrumento;

d) Sempre deverá solicitar à **Administradora** prévia e expressa autorização para **(i)** a contratação de terceiros para a execução de quaisquer serviços a serem prestados pelo ou para o **Empreendimento**, tais como exemplificativamente serviços de lavanderia, alimentos e bebidas, dentre outros; e **(ii)** a compra de Estoques iniciais, **FF&E** e **OS&E** do Empreendimento. Não obstante a concessão de autorização pela **Administradora**, a **Contratante** será sempre a única responsável pela perfeita execução destes serviços nos padrões exigidos pela **Administradora**, ainda que realizados por terceiros contratados, sendo certo que se está referindo ao período deste Acordo Comercial, ou seja, até a data de abertura do Hotel;

e) O prazo para entrega do **Empreendimento** da forma estipulada no presente **Acordo** é aquele previsto no **Quadro Resumo** acima, admitida, uma tolerância de 180 (cento e oitenta dias), para mais ou para menos, a critério da **Contratante**, por qualquer que seja o motivo, devendo a **Administradora** ser avisada expressa e previamente acerca de tais datas para a preparação da abertura de forma efetiva. Caso o início da operação e utilização do **Empreendimento** atrase por motivos não imputáveis à **Administradora**, a **Contratante** será a única responsável pelo ressarcimento das respectivas perdas e danos causados à **Administradora** e/ou a terceiros, excetuadas as situações abaixo, nas quais a **Administradora** poderá pleitear a rescisão do presente instrumento sem ônus para si, se eventual atraso postergar a abertura por mais de 10 (dez) meses:

e.1) Afora o prazo de tolerância mencionado acima, será admitida a prorrogação em caso de força maior ou caso fortuito. Dentre os motivos de força maior ou caso fortuito, incluir-se-ão, exemplificativamente, chuvas não sazonais, greves que afetem, direta ou indiretamente, o setor da construção civil, interdição de estradas, racionamentos de energia, guerras, revoluções, embargos ou interdições do canteiro de obras, em especial pela Superintendência Regional do Trabalho e Emprego, mudanças na política econômica que afetem o setor da construção civil, falta de materiais, mão de obra ou equipamentos no mercado e, ainda, demora dos poderes públicos na concessão do Habite-se, desde que eventual situação enfrentada pela **Contratante**, nesse sentido, seja comprovada à **Administradora** através de documento idôneo. A **Administradora** tem conhecimento que o setor da construção civil, notadamente na Cidade de Porto Alegre/RS, vem tendo enormes dificuldades de relacionamento e estabelecimento de critérios objetivos, com a Superintendência Regional do Trabalho e Emprego, quanto aos equipamentos de proteção coletiva e individual dos canteiros de obra. Deste modo, fica certo e ajustado que os embargos ou interdições do canteiro de obras, quando impostos pela Superintendência Regional do Trabalho e Emprego, serão sempre considerados, para os fins deste Contrato, casos de força maior;

e.2) Nos casos de descontinuidade das obras ante casos fortuitos ou de força maior, os prazos previstos serão prorrogados, automaticamente, por tanto tempo quanto for o da paralisação havida, mais o necessário para a retomada do curso normal das obras;

e.3) Caso a Licença de Instalação das obras não seja obtida no prazo de 6 (seis) meses contados do Registro do Memorial de Incorporação do Empreendimento, a **Administradora** será cientificada acerca do fato e o prazo de conclusão das obras referido no **Quadro Resumo** será prorrogado pelo

mesmo período que superar os 6 (seis) meses antes referidos e que seja necessário para a obtenção da referida Licença de Instalação das obras, visto ser esta autorização necessária para o início da construção do Empreendimento.

f) Toda assistência, recomendação ou orientação oferecida pela **Administradora** no que diz respeito aos Serviços de Assessoria e Suporte na Implantação será destinada exclusivamente a auxiliar a **Contratante** no desenvolvimento, construção, manutenção, reparação e aperfeiçoamento do **Empreendimento**, não constituindo declaração, garantia de qualquer espécie ou responsabilização da **Administradora** de que: **(i)** não há erros nas plantas e especificações; **(ii)** não existem defeitos no plano de construção do **Empreendimento**, na instalação de sistemas prediais ou **FF&E**; ou **(iii)** nas plantas, especificações, realização da obra e das instalações todas as leis aplicáveis foram observadas, especialmente com relação à legislação trabalhista;

g) É a única responsável por qualquer dano decorrente de propaganda abusiva ou enganosa, com a divulgação de informações incorretas, não autorizadas e/ou falsas ao público e, especialmente, quanto à promessa de rentabilidade, geradas e/ou divulgadas por esta ou terceiros a serviço desta, ou outros quaisquer que ocasionem demandas de indenizações. A **Contratante** se compromete ainda a incluir em todo e qualquer material de divulgação, relacionados ao **Empreendimento**, que a **Administradora** é mera contratada para realizar a administração do **Empreendimento** após sua abertura, estando isenta de qualquer problema relacionado à construção do **Empreendimento**;

h) A **Administradora** estará isenta de qualquer prejuízo ou dano causado à **Contratante** e terceiros decorrentes do atraso no início das operações do **Empreendimento**, cuja responsabilidade não possa ser atribuída à **Administradora**, sem embargo de poder adotar outras medidas que julgar cabíveis;

i) Caso se constate que a **Contratante** deixou de cumprir com qualquer de suas obrigações previstas neste instrumento e estas não sejam solucionadas até a Data de Abertura, **Administradora** poderá recusar-se a dar início à operação do **Empreendimento** até que os vícios e/ou defeitos apontados sejam integralmente sanados pela **Contratante**, sem prejuízo de poder: **(i)** suspender imediatamente toda e qualquer divulgação do **Empreendimento**; e, **(ii)** a **Contratante** arcar com as despesas, desde que comprovadas pela **Administradora**, decorrentes com o atraso na abertura do **Empreendimento**;

j) Tem o dever de garantir que, durante todo o prazo contratado, a **Administradora** será a única e efetiva empresa contratada para exercer a administração do **Empreendimento**;

k) Deve cumprir com a legislação pertinente ao empreendimento, em especial à da CVM – Comissão de Valores Mobiliários (oferta pública de distribuição de contratos de investimento coletivo), no lançamento, comercialização e divulgação do **Condo-Hotel**, naquilo em que couber a ela realizar, enquanto perdurar a oferta pública das unidades do **Condo-Hotel**.

6.3.1. - Caso se constate a qualquer tempo que, na execução do **Empreendimento**, a **Contratante** deixou de obedecer a quaisquer projetos aprovados pela **Administradora** ou a qualquer das orientações feitas por esta, salvo exigência técnica, a **Administradora** solicitará à **Contratante**, por documento escrito, para que corrija a falta ou o defeito. No entanto, caso não seja possível a adequação da obra, ou caso seja possível e a **Contratante** não promova as adequações necessárias, a **Administradora** promoverá os reparos por conta e ordem da **Contratante**, cobrando-lhe os valores efetivamente incorridos.

6.3.2. - O **Empreendimento** para fins de sua operação, utilização e início do seu período operacional deverá estar com suas obras civis completamente concluídas, equipado, mobiliado, decorado e guarnecido de utensílios, inclusive com instalações de restaurante, telefonia, comunicação visual, sistemas de software especialmente desenvolvidos para uso exclusivo de empreendimentos

administrados pela **Administradora**, e outros itens de infraestrutura indispensáveis à sua eficiente operação, tudo nos padrões exigidos pela **Administradora** e pela Rede à qual pertence a **Marca**, conforme anexos.

6.3.3. - A responsabilidade pela instalação dos equipamentos, mobiliários, itens de decoração e utensílios das áreas sociais e de serviços, bem como das unidades condo-hoteleiras caberá à **Contratante**, nos termos entre eles ajustados e de acordo as disposições constantes deste **Acordo Comercial** e seus respectivos anexos. O respectivo projeto de decoração de interiores, as especificações técnicas e quantitativas das unidades autônomas e das áreas comuns deverão obrigatoriamente ser aprovadas pela **Administradora**, antes da **Fase de Desenvolvimento** mencionada na Cláusula Terceira acima.

6.3.3.1. - Os serviços de aquisição dos móveis, equipamentos, itens de decoração e utensílios de que trata o item acima, serão prestados pela **Contratante** ou por empresa por ela contratada, obrigatoriamente, homologada pela **Administradora**, respeitado o projeto de decoração por ela aprovado e os padrões operacionais do **Empreendimento**.

6.3.3.2. - A **Contratante** poderá indicar empresa de sua confiança para a realização dos serviços acima indicados, submetendo-a à homologação da **Administradora**, desde que esta empresa tenha comprovada experiência na implantação de empreendimentos similares ao **Empreendimento**, atenda as normas e procedimentos estipulados pela **Administradora** para a prestação de citados serviços, respeite o projeto de decoração por ela aprovado e os padrões operacionais do **Empreendimento**, bem como observe o orçamento relativo à aquisição dos móveis, equipamentos, itens de decoração e utensílios das unidades condo-hoteleiras e áreas comuns.

CLÁUSULA 7ª – DA REMUNERAÇÃO DA ADMINISTRADORA

7.1. - Os pagamentos devidos à **Administradora** em virtude do objeto deste **Acordo Comercial** constam do **Quadro Resumo** acima e seguem abaixo descritos:

7.1.1. – Taxa Inicial/Adesão à Marca: R\$ 2.500,00 (dois mil e quinhentos mil reais) por apartamento, totalizando R\$ 352.500,00 (trezentos e cinquenta e dois mil e quinhentos reais). Em razão da oportunidade de negócio, a **Administradora** investirá o valor de R\$ 500,00 (quinhentos reais) por apartamento. Assim, a remuneração devida à **Administradora** será de R\$ 2.000,00 (dois mil reais) por apartamento, totalizando R\$ 282.000,00 (duzentos e oitenta e dois mil reais) a ser pago da seguinte forma: R\$ 50.000,00 (cinquenta mil reais) no ato de assinatura do presente instrumento e o saldo de R\$ 232.000,00 em 10 (dez) parcelas mensais, iguais e consecutivas de R\$ 23.200,00 (vinte e três mil e duzentos reais) cada uma, vencendo-se a primeira a primeira parcela 10 dias após a obtenção da dispensa regulatória da CVM sobre o projeto objeto do presente instrumento e as seguintes no mesmo dia dos meses subsequentes, dispensa esta a ser obtida pela **Contratante**.

7.1.2. – Serviço de Assessoria: R\$ 2.300,00 (dois mil e trezentos reais) por apartamento, totalizando R\$ 324.300,00 (trezentos e vinte e quatro mil e trezentos reais). Em razão da oportunidade de negócio, a **Administradora** investirá o valor de R\$ 2.200,00 (dois mil e duzentos reais) por apartamento. Assim, a remuneração devida à **Administradora** será de R\$ 100,00 (cem reais) por apartamento, totalizando R\$ 14.100,00 (quatorze mil e cem reais) a ser pago em 12 parcelas iguais, mensais e sucessivas de R\$ 1.175,00 (mil cento e setenta e cinco reais), a primeira vencendo-se 90 dias após a assinatura do presente instrumento e as seguintes na mesma data dos meses subsequentes.

7.1.3. – Serviço de Suporte na Implantação: R\$ 2.000,00 (dois mil reais) por apartamento, a ser pago em 24 (vinte e quatro) parcelas mensais e iguais, sendo que a 1ª (primeira) parcela terá seu vencimento 5 (cinco) dias após a assinatura do presente instrumento e as seguintes na mesma data dos meses subsequentes. Em razão da oportunidade de negócio, a Administradora isenta, neste ato, a Contratante do pagamento desta verba.

7.2. - Todos os valores constantes do presente **Acordo Comercial** serão anualmente corrigidos, a partir desta data, com base na variação do IGP-M/FGV, à exceção dos custos de FF&E, Capital de Giro e Pré-Operacional, que serão atualizados pelo INCC-DI. Estipulam as partes que na hipótese de extinção ou inaplicabilidade do IGP-M/FGV como índice de correção monetária, será ele substituído pelo IGP-DI/FGV ou, na falta deste, pelo INPC/IBGE ou, ainda na sua falta, pelo índice que vier a substituí-lo.

7.3. - Na hipótese de qualquer dos pagamentos devidos à **Administradora** não serem realizados nas datas convencionadas, sobre o valor do débito incidirão correção monetária calculada de acordo com a variação do IGP-M/FGV, ou do INCC-DI para os custos de FF&E, Capital de Giro e Pré-Operacional, ocorrida entre a data do vencimento e a do efetivo pagamento, além de multa equivalente a 2% (dois por cento) do valor total devido, aplicável no inadimplemento superior a 10 dias, e juros moratórios computados à razão de 1,0% (um por cento) ao mês ou fração de mês.

7.3.1. - Na hipótese de a inadimplência não ser sanada no prazo de 30 (trinta) dias contados da data do recebimento da notificação enviada pela **Administradora** à **Contratante**, a **Administradora** poderá rescindir este **Acordo** imediatamente e aplicar as penalidades estabelecidas neste instrumento.

CLÁUSULA 8ª - DA VIGÊNCIA DO ACORDO

8.1. - O presente **Acordo Comercial** entra em vigor na presente data e assim permanecerá até a Data de Abertura do **Empreendimento** ao público em geral que, nos termos deste **Acordo Comercial**, somente será efetivada depois de cumpridas todas as exigências previstas neste instrumento e seus Anexos.

8.2. - Fica desde já estabelecido que o período operacional, ou seja, período em que o **Empreendimento** seguirá sob administração da **Administradora**, permanecerá em vigor pelo prazo mínimo de 12 (doze) anos, contados da Data de Abertura do **Empreendimento**, data esta comprovada mediante a emissão da 1ª (primeira) nota fiscal de prestação de serviços sob a administração e operação pela **Administradora**, conforme termos e condições do Contrato de Administração anexo a este **Acordo**.

CLÁUSULA 9ª - DAS MODALIDADES DE TÉRMINO DESTES CONTRATOS

9.1. - Poderá a **Administradora** rescindir este **Acordo Comercial** e também todos os demais Anexos, sem qualquer ônus para si, mediante o envio de notificação prévia com 30 (trinta) dias de antecedência à **Contratante**, no caso de: **(i)** não serem celebrados os contratos melhor descritos na Cláusula 13 abaixo e **Anexos** a este instrumento, por motivos não imputáveis à **Administradora**; **(ii)** violação contratual por parte da **Contratante** não sanada no prazo de 60 (sessenta) dias após recebimento de notificação enviada pela **Administradora** nesse sentido, salvo em casos de impossibilidade técnica ou jurídica a serem demonstradas pela **Contratante**; **(iii)** deferimento de pedido de recuperação judicial ou extrajudicial, falência ou insolvência da **Contratante**; **(iv)** o **Empreendimento** não ser entregue (habite-se) pela **Contratante**, equipado, decorado e mobiliado, nos termos aqui previstos, no prazo de 60 (sessenta) meses contados da data do Registro de Incorporação ou da Licença de Incorporação, o que ocorrer por último, admitida a carência de 180 (cento e oitenta) dias ao término dos 60 meses, salvo casos de força maior ou caso fortuito, nos termos da legislação

vigente e do presente contrato; **(v)** não ter havido a adesão de 100% (cem por cento) das Unidades hoteleiras ao Pool .

9.1.1. – Em qualquer das hipóteses previstas acima, a **Contratante** perderá, a título de multa não compensatória, a totalidade das parcelas já pagas à **Administradora** a título de remuneração pelos Serviços de Assessoria, Serviços de Suporte à Implantação e pela Adesão à Marca/Taxa Inicial, além da multa prevista na cláusula abaixo. Ainda, deverá pagar à **Administradora** todos os valores mais a que esta, por conta deste **Acordo Comercial**, fizer jus e que eventualmente estejam pendentes de pagamento.

9.2. – Na hipótese de violação contratual deste Acordo, a parte lesada deverá enviar à outra notificação por escrito, mediante carta registrada com aviso de recebimento, para que a violação seja sanada dentro de 60 (sessenta) dias contados da data do seu recebimento, sob pena de rescisão imediata deste **Acordo** e pagamento da multa compensatória prevista abaixo.

9.3. - A Parte que vier a solicitar a rescisão antecipada do presente instrumento, sem que a outra esteja inadimplente com relação ao cumprimento de quaisquer de suas obrigações ora pactuadas, ficará obrigada a pagar à outra, em até 30 (tinta) dias antes da data prevista para que a rescisão ocorra, a título de multa compensatória, a importância de R\$ 2.000.000,00 (dois milhões de reais).

9.3.1. - Em sendo a **Contratante** a solicitar a rescisão antecipada do presente instrumento, nos termos da cláusula 9.3 acima, serão compensados os valores devidos a título de multa com os valores eventualmente já pagos, por esta, a título de Serviços de Assessoria.

9.4. - O presente **Acordo Comercial** e todos os seus Anexos serão rescindidos, sem ônus ou penalidades para as Partes, na ocorrência das seguintes hipóteses: **(i)** não aprovação do projeto do **Empreendimento** pelos órgãos públicos competentes; **(ii)** desapropriação de parte ou da integralidade do imóvel; **(iii)** exigência da Administração Pública que afete as obras do **Empreendimento**, inclusive no tocante à torre condo-hoteleira, incluindo eventuais doações de áreas; **(iv)** revogação da Licença de Instalação ou da Licença Provisória; **(v)** desistência da incorporação nos termos do art. 34 da Lei Federal n. 4.591/64; **(vi)** situações alheias à vontade da **Incorporadora**, que impeçam o regular registro de incorporação do Empreendimento no Registro de Imóveis competente, desde que comprovado perante a Administradora através de documento idôneo. Não obstante a inexistência de ônus, os valores já percebidos pela **Administradora** até a data da rescisão de que trata esta cláusula, não serão alvo de restituição pela **Contratante**.

9.5. Não obstante a vigência imediata do presente instrumento, bem como a validade de todas as disposições ora entabuladas, a Administradora concede à Contratante a faculdade de rescisão do presente instrumento, sem ônus, desde que tal pleito seja expressamente endereçado à Administradora até a data limite de 31 de dezembro de 2018, e desde que tal rescisão esteja pautada, como condicionante, nas seguintes hipóteses:

(i) comprovada migração do projeto objeto do presente instrumento de Condo-Hotel para *Fractional* (ou *Time Sharing*); ou

(ii) comprovada não aprovação da CVM no pedido de registro de oferta pública a ser pleiteado e protocolado pela Contratante nos 10 dias subsequentes à assinatura do presente instrumento, devendo a Contratante envidar esforços para atender as exigências cabíveis.

9.5.1. Caso ainda esteja em tramitação junto à CVM o pedido de Registro na data de 31/12/2018, o prazo estabelecido no item 9.5 passará a vencer em 15 (quinze) dias contados da manifestação da CVM sobre o deferimento do pedido de registro da Oferta.

9.5.2. Caso se constate, a qualquer tempo e mesmo após a rescisão do presente instrumento, que a Contratante deixou de atender aos requisitos acima elencados, poderá a Administradora pleitear o pagamento da integralidade das multas e demais cominações previstas no presente instrumento, uma vez que a isenção ora acordada é concedida apenas para as hipóteses previstas acima.

9.5.3 Havendo a rescisão do presente instrumento baseada nos termos desta cláusula 9, a **Contratante** reconhece desde já que a primeira parcela de R\$ 50.000,00 (cinquenta mil reais) pagas à **Administradora** a título Taxa Inicial de Uso da Marca, nos termos da cláusula 7.1.1, não será revertida, perdendo a **Contratante** referido montante em favor da **Administradora**.

CLÁUSULA 10ª - DA INEXISTÊNCIA DE VÍNCULOS E DO DEVER DE INDENIZAR

10.1. - Este **Acordo Comercial** não cria qualquer associação ou vínculos entre as partes, agindo cada qual em seu nome e por sua conta, em especial, mas não limitativamente, no que diz respeito às responsabilidades legais da **Contratante** perante seus empregados.

10.2. - Na hipótese de uma das partes e/ou seus eventuais sucessores e respectivos sócios, empregados, administradores e representantes virem a ser demandados, ainda que conjuntamente com a outra parte, a qualquer tempo, inclusive depois do término do presente **Acordo Comercial**, mas por conta deste e do período de sua vigência, por meio de qualquer reclamação trabalhista, ou qualquer outra medida judicial de natureza civil, administrativa, tributária, ambiental ou criminal, proposta por qualquer empregado, agente, representante, sócio, subcontratado e/ou terceiro contratado da outra parte, as partes obrigam-se a requerer a exclusão da outra do feito, assumindo todos os ônus deste decorrentes, indenizando e reembolsando a outra pelos respectivos custos e prejuízos incorridos, conforme previsto na cláusula abaixo, exceto quando o prejuízo for decorrente de comprovada imprudência, imperícia ou negligência.

10.2.1. – As Partes definirão os advogados para a sua defesa, determinando, durante todo o curso do litígio, a estratégia de defesa, arcando a parte que der causa ao ajuizamento da ação com todos os custos, respeitados os valores constantes da Tabela de Honorários da OAB (Ordem dos Advogados do Brasil) do estado de São Paulo, vigente à época.

10.2.2. - Caso a exclusão da parte inocente não seja aceita, a outra parte irá reembolsá-la, no prazo de 30 (trinta) dias contadas da solicitação respectiva, todas as despesas incorridas no processo (incluindo aquelas incorridas pela **Administradora** para se defender no processo), acompanhadas dos respectivos comprovantes de desembolso.

10.3. - As Partes comprometem-se a se isentar, se defender e se indenizar, reciprocamente, pelas perdas, danos, obrigações, reclamações, processos (judiciais, administrativos ou arbitrais), autuações, penalidades, multas, juros, custos e despesas (incluindo, sem limitação, honorários advocatícios, honorários de peritos, custas judiciais e desembolsos) direta ou indiretamente incorridos em virtude de **(i)** qualquer falsidade, insuficiência, omissão erro, inadequação, ou inexatidão das declarações prestadas; **(ii)** qualquer violação ou inadimplemento (parcial ou total) das obrigações previstas neste acordo.

10.3.1. Todos os valores incorridos por uma Parte para se defender, inclusive o pagamento de eventuais indenizações, deverão ser reembolsados pela Parte causadora do dano, no prazo de até 05 (cinco) dias, contra a apresentação de comprovantes idôneos, pagamento este que deverá ser efetuado líquido de quaisquer tributos incidentes. Especificamente no que toca à contratação de serviços advocatícios, os valores reembolsáveis limitar-se-ão aos valores de referência então vigentes segundo a Tabela de Honorários da Ordem dos Advogados do Brasil – Seção São Paulo.

CLÁUSULA 11ª - DA CONFIDENCIALIDADE

11.1. Cada Parte compromete-se, por si e por suas Partes Relacionadas (conforme definido abaixo), a manter estritamente confidenciais os termos e condições deste **Acordo** e toda informação, seja escrita, verbal, eletrônica ou de qualquer outra forma, obtida ou recebida da outra Parte durante as negociações e a execução deste Acordo ("**Informação Confidencial**"), exceto se: (i) A Parte detentora da Informação Confidencial tenha dado seu prévio e expresso consentimento a respeito; (ii) A Informação Confidencial esteja ou se torne disponível ao público por outra forma que não pela violação da obrigação de confidencialidade pela Parte ou por qualquer das Partes Relacionadas; ou (iii) A Informação Confidencial tenha que ser divulgada em razão de regulamentos ou leis aplicáveis, ou por ordem governamental, decreto ou regra que vincule a Parte receptora da Informação Confidencial, desde que tal Parte consulte a Parte detentora da Informação Confidencial antes da divulgação e divulgue a Informação Confidencial somente na extensão do necessário.

11.1.1. - Para os fins deste Acordo, Partes Relacionadas correspondem a **(i)** quaisquer pessoas jurídicas direta ou indiretamente controladas pela Administradora, ou pelos sócios da Administradora, incluindo cônjuge ou parentes de até 2º grau; ou **(ii)** quaisquer pessoas jurídicas direta ou indiretamente controladas pela Incorporadora, ou pelos sócios da Incorporadora, incluindo cônjuge ou parentes de até 2º grau.

11.2. - As Partes também se obrigam, por si e por suas respectivas Partes Relacionadas, a não usar qualquer Informação Confidencial da outra Parte, exceto para fins deste Acordo.

11.3. - A obrigação de confidencialidade aqui prevista permanecerá válida e eficaz a partir da presente data e pelo prazo de 05 (cinco) anos a contar do término do prazo ou rescisão deste Acordo.

CLÁUSULA 12ª - DA CESSÃO

12.1. - Mediante o envio de notificação prévia com, no mínimo, 60 (sessenta) dias de antecedência, qualquer das partes poderá ceder os direitos e obrigações do presente **Acordo Comercial**, desde que se responsabilize integral e solidariamente com o cessionário pelo cumprimento das obrigações ora assumidas, sem embargo da exoneração dessa responsabilidade em caso de anuência da outra parte, devendo ser mantida a **Marca**, nos termos e condições contidos no presente instrumento.

12.2. - Não obstante o acima estipulado, as partes poderão ceder seus direitos e obrigações, independentemente de anuência da outra parte, na hipótese desta cessão se operar para empresa do mesmo grupo econômico.

CLÁUSULA 13ª – DOS CONTRATOS ANEXOS A ESTE ACORDO

13.1. – Concomitantemente à assinatura do presente **Acordo Comercial**, são também celebrados os contratos abaixo identificados, os quais terão o início de sua vigência atrelado à efetiva operação do **Empreendimento**:

- (i)** Contrato de Administração: Contrato por meio do qual a **Administradora** passará a administrar o **Empreendimento**, de acordo com os padrões internacionais da rede à qual pertence a **Marca**, utilizando procedimentos, padrões e especificações próprios, relativas à operação, nos termos do **Anexo VI** deste Acordo;

- (ii) Acordo Comercial para Venda de Hospedagens e Eventos: Contrato de intermediação de venda de hospedagem e eventos a clientes e segmentos de mercados específicos com a empresa **Hotel Direto Ltda.**, no intuito de incrementar as receitas do **Empreendimento**, através de sua força de vendas especializada, com metodologia diferenciada e ferramentas exclusivas, nos termos do **Anexo 4** ao Contrato de SCP, anexo a este Acordo;
- (iii) Contratos de Prestação de Serviços de Tecnologia da Informação: Contratos por meio dos quais empresas de telecomunicações e tecnologia especialmente indicadas pela **Administradora** prestarão ao **Empreendimento** serviços de tecnologia relacionados ao sistema de gestão hoteleira, visando a centralização da base de dados deste e demais empreendimentos administrados pela Administradora, com uma única estrutura de equipamentos, serviços e sistemas, na busca de minimizar custos incorridos pelo Empreendimento e maximizar as atividades e resultados operacionais deste, nos termos do **Anexo VIII** deste Acordo.
- (iv) Contrato de Comodato de Áreas e Equipamentos: Cessão em favor da **SCP**, na pessoa da **Administradora**, na qualidade de sua sócia ostensiva, de áreas do **Empreendimento**, incluindo as unidades autônomas condo-hoteleiras, a título gratuito, bem como dos móveis, equipamentos, instalações e demais artigos de decoração que os guarnecem, nos termos do **Anexo X** deste Acordo.

CLÁUSULA 14ª - DAS DISPOSIÇÕES GERAIS

14.1. – Todas as alterações do presente **Acordo Comercial** serão válidas somente quando feitas por escrito e assinadas pelas Partes.

14.2. - Todos os contratos futura e eventualmente venham a ser celebrados, com terceiros pela **Contratante**, relacionados à operação do **Empreendimento** (tais como, restaurante, bar, lavandeira, segurança, etc.), deverão conter aprovação prévia da **Administradora**, devendo eventual oposição ser realizada por esta de forma justificada.

14.3. – As Partes declaram, para todos os fins e efeitos de direito, que não tem apresentado, requerido, processado ou concedido pedido ou plano de recuperação judicial, seja ela especial ou não, tampouco tiveram proposta, pedido, requerimento, pleito, ou decretação de sua falência, nem proposto, requerido, negociado ou homologado qualquer plano de recuperação extrajudicial, e que têm condições financeiras de levar a cabo as obrigações que cada uma assumiu neste Contrato, com vista à construção do **Empreendimento** pela **Contratante**, e a prestação de serviços pré-operacionais e operacionais pela **Administradora**.

14.4. - Declaram ainda as Partes que seus sócios, diretores, gerentes, administradores e conselheiros, de fato ou de direito, nunca foram condenados ou processados por quaisquer dos crimes que os impeçam de desempenhar as atividades empresarias, não estando, portanto, inabilitados para tanto.

14.5. - Caso, por qualquer motivo, qualquer das disposições do presente Acordo seja considerada inválida, ilegal ou ineficaz, tal provisão deverá ser excluída do presente Acordo e a validade, legalidade e eficácia das demais disposições do presente Acordo não serão, por tal razão, afetadas ou comprometidas de qualquer forma.

14.6. – As Partes, por si e por seus sócios, administradores, diretores, funcionários e agentes, se obrigam a conduzir suas práticas comerciais, durante a consecução do presente **Acordo Comercial**, de forma ética e em conformidade com os preceitos legais aplicáveis, em especial a lei anticorrupção brasileira (Lei nº 12.846, de 1º de agosto de 2013). Na execução deste Contrato, nem a **Administradora** e tampouco a **Contratante**, assim como quaisquer de seus respectivos sócios, diretores, empregados e/ou agentes, devem dar, oferecer, pagar,

prometer pagar, ou autorizar o pagamento de, direta ou indiretamente, qualquer dinheiro ou qualquer coisa de valor a qualquer autoridade governamental, consultores, representantes, parceiros, ou quaisquer terceiros, com a finalidade de influenciar qualquer ato ou decisão do agente ou do governo, ou para assegurar qualquer vantagem indevida, ou direcionar negócios para, qualquer pessoa, e que violem as regras anticorrupção.

14.6.1. Qualquer descumprimento do acima estipulado, bem como das regras anticorrupção vigentes, em qualquer um dos seus aspectos, ensejará a rescisão motivada imediata do presente instrumento, provocada pela Parte infratora, independentemente de qualquer notificação, observadas as penalidades previstas neste **Acordo Comercial**.

14.7. – O presente Acordo é celebrado de forma irrevogável e irretratável, obrigando as partes bem como seus herdeiros e sucessores a qualquer título, constituindo ato jurídico perfeito que espelha a livre manifestação das partes, cancelando e substituindo quaisquer entendimentos e avenças anteriores, quer escritos, verbais, implícitos ou de outro modo qualquer havidos entre as partes em relação ao objeto deste **Acordo Comercial**.

14.8. - A **Contratante** e a **Administradora**, por seus representantes legais, declaram que têm amplos e plenos poderes para assinar este **Acordo Comercial** e seus anexos, e assim sub-rogarem-se à todos os direitos e obrigações aqui previstos.

14.9. - O presente **Acordo** não constitui qualquer espécie de acordo operacional, joint-venture ou associação entre as Partes, sendo certo que: **(i)** as Partes são totalmente independentes entre si; e **(ii)** nenhuma disposição deste **Acordo** deverá ser interpretada no sentido de criar qualquer vínculo societário, trabalhista ou tributário entre as Partes ou seus representantes.

14.10. – As Partes declaram e reconhecem que as obrigações previstas neste **Acordo** poderão ser objeto de execução específica, nos termos do Código de Processo Civil.

14.11. - As premissas (ou “considerandos”) deste instrumento integram o presente **Acordo** para todos os fins e efeitos, sobretudo para orientar a interpretação da vontade manifestada pelas partes nas cláusulas e condições ora pactuadas.

14.12. - O inadimplemento ou atraso por parte de qualquer Parte no exercício de um direito, poder ou privilégio oriundo deste **Acordo** e seus **Anexos** não deverão ser interpretados como renúncia, tampouco deverá qualquer exercício singular ou parcial de um direito, poder ou faculdade, impossibilitar qualquer exercício futuro.

14.13. A **Contratante** se compromete a encaminhar a **Administradora** em até 30 (trinta) dias após a obtenção do Habite-se, os seguintes documentos:

- a) Cópia da Matrícula atualizada do imóvel sobre o qual será implantado o **Empreendimento**;
- b) Cópia do Projeto de Prefeitura;
- c) Cópia do Alvará de Aprovação/Execução da Obra;
- d) Cópia da CND (Certidão Negativa de Débitos) do **Empreendimento**, especialmente da CND do INSS referente à obra;
- e) Minuta da Convenção de Condomínio e Regulamento Interno;
- f) Cópia do Memorial de Incorporação, incluindo o atestado de idoneidade financeira e todos os demais documentos exigidos no art.32 da Lei nº 4.591/64, devidamente registrado o Registro de Imóveis competente.

CLÁUSULA 15ª - DOS ANEXOS

15.1. - São documentos anexos e inseparáveis a este **Acordo Comercial**, os seguintes:

- a) **Anexo I** - Definições do **Acordo Comercial**
- b) **Anexo II** - Manual de Padrões da Marca
- c) **Anexo III** - Móveis, Equipamentos, Itens de Decoração e Utensílios ("**Master List**")
- d) **Anexo IV** - Modelo de Matriz de Responsabilidade das Partes
- e) **Anexo V** - Modelo de Orçamento Pré-Operacional
- f) **Anexo VI** - Contrato de Administração
- g) **Anexo VII** - Contratos de Prestação de Serviços de Tecnologia da Informação
- h) **Anexo VIII** - Requisitos do Sistema de Tecnologia da Informação
- i) **Anexo IX** - Contrato de Comodato de Áreas e Equipamentos
- j) **Anexo X** - Requisitos para a Convenção de Condomínio e Contrato de Compra e Venda
- k) **Anexo XI** - Declaração Permuta Terreno
- l) **Anexo XII** - Exclusividade

CLÁUSULA 16ª - DO FORO

16.1. - As partes elegem o Foro Central da Capital do Estado de São Paulo, com renúncia de qualquer outro, por mais privilegiado que seja.

E por estarem de acordo, as partes firmam o presente documento e seus anexos, em 02 (duas) vias, na presença das testemunhas abaixo assinadas.

Marcelo Guedes
RG: 2057332641
CPF: 972079180-20

Melnick Even Castanheira Empreendimento Imobiliário Ltda
Contratante

Barueri - SP, 04 de outubro de 2018

Juliano Melnick
Diretor
RG - 6051019963
CPF - 676.175.650-20

Ricardo Bluvol
RG: 23.326.579-X SSP/SP
CPF: 270.704.898-46

Atlantica Hotels International (Brasil) Ltda
Administradora

Guilherme Sidnei Martini
RG: 22.048.145-3 SSP/SP
CPF: 249.497.468-20

Testemunhas:

1. B
Nome: Fernanda Silva Barbosa
CPF: RG: 42.988.771-1 SSP/SP
CPF: 351.455.158-80

2. Fernanda
Nome: Engª Fernanda B. P. Chameski
CPF: RG: 8066431266
CPF 006.324.150-10



ANEXO I - DEFINIÇÕES DO ACORDO COMERCIAL

Nos termos do item 1.1, da Cláusula Primeira, do **Acordo Comercial**, as expressões grafadas com iniciais maiúsculas e em negrito ao longo de todo o **Acordo Comercial** e seus anexos, terão o significado e deverão ser interpretadas conforme segue:

Adquirente: todo aquele que adquirir unidade(s) autônomas condo-hoteleira(s) do **Empreendimento**;

Ano Fiscal: período de 12 (doze) meses que se inicia em 1º de janeiro e se encerra em 31 de dezembro de cada ano. Considerar-se-á como 1º (primeiro) ano fiscal o período compreendido entre o Termo Inicial, assim considerada a data de emissão da 1ª (primeira) nota fiscal pela Administradora com relação as atividades hoteleiras do Empreendimento e o dia 31 de dezembro do mesmo ano. Considerar-se-á como último ano fiscal o período compreendido entre o dia 1º de janeiro e o Termo Final.

Assembleia Geral de Condôminos (ou “Assembleia Geral” ou “Assembleia”): reunião através da qual os condôminos podem manifestar suas opiniões e deliberar sobre os assuntos constantes da ordem do dia. A Assembleia Geral tem atribuição deliberativa quando decide assuntos administrativos e, legislativa, quando cria normas. A Assembleia Geral terá caráter especial (quando realizada durante as obras e quando da instituição do Condomínio), ordinário ou extraordinário;

Assembleia Geral da Sociedade: reunião através da qual os sócios podem manifestar suas opiniões e deliberar sobre os assuntos constantes da ordem do dia. A Assembleia Geral tem atribuição deliberativa quando decide assuntos administrativos e, legislativa, quando cria normas. A Assembleia Geral terá caráter especial (quando realizada antes do início das atividades da Sociedade), ordinário ou extraordinário;

Associadas: quaisquer empresas cujo controle do capital seja detido por uma das Partes, ou quaisquer empresas que tenham o controle do capital de uma das Partes;

Capital de Giro: é a soma total dos recursos monetários que, a critério da **Administradora** e de acordo com sua experiência profissional, sejam necessários para atender às necessidades de caixa para a operação do **Empreendimento**;

Condôminos: são Adquirentes, assim considerados os proprietários e titulares de direitos aquisitivos sobre unidade(s) autônomas do **Empreendimento**; quando se referir ao Condo-hotel, tratam-se dos condôminos do Subcondomínio Hotel;

Condomínio / Subcondomínio Hotel: é o ente jurídico com legitimidade para agir em nome próprio na defesa dos direitos e interesses comuns e/ou individuais homogêneos, bem como em tudo quanto se relacionar com a coletividade;

Corpo Diretivo do Empreendimento: é o corpo administrativo formado por Síndico e pelos membros do Conselho;

Conselho Fiscal: é o conselho formado nos termos da Convenção de Condomínio;

Convenção de Condomínio: documento que disciplina a utilização das áreas comuns do Empreendimento e demais disposições a ele relativas;

Data de Abertura do Empreendimento: data em que se iniciará a regular operação do **Empreendimento**, comprovada mediante a emissão da 1ª (primeira) nota fiscal de prestação de serviços emitida pela **Administradora**;

Empreendimento: é assim denominada a parte da torre destinada ao setor hotel (condo-hoteleira), contida no complexo multiuso da Contratante ;

Empregados: são todos os colaboradores que estiverem, permanente ou temporariamente, exercendo as atividades necessárias à operação do empreendimento **Condo-hotel**, sob a supervisão da administradora, registrados como empregados da Contratante ou do **Subcondomínio Hotel** (à exceção do gerente Geral);

Estoque: é o conjunto de suprimentos e materiais referidos ou não no U.S.O.A., necessários à adequada administração e operação do **Empreendimento**, tais como itens de *toilette* cortesia para os hóspedes, papel higiênico, lençóis e toalhas, envelopes e papel de carta, canetas, alimentos, bebidas, produtos de papelaria, cardápios, material de escritório, suprimentos de cozinha e itens similares, e, ainda, todo e qualquer produto para promover o marketing do **Empreendimento**;

FF&E - Furniture, Fixture and Equipments (Móveis, Utensílios e Equipamentos): são todos e quaisquer bens móveis, tais como, mas não somente, móveis, alfaia, utensílios e equipamentos que guarnecem as unidades autônomas e as áreas comuns, cozinha, banheiros, bares, lavanderia e escritórios do **Empreendimento**, ou sejam necessários à sua operação, de acordo com sua categoria, e desde que sua instalação não seja permanente na edificação. Todo o FF&E necessário para guarnecer, equipar e mobiliar o **Empreendimento** estará relacionado no “*Master List*” (**Anexo III**);

Fundo de Comércio: é o conjunto de direitos que se estabelecem em favor da **Administradora/Licenciadora** com relação às marcas licenciadas, nos quais se computam e se integram os valores agregados pela sua utilização, de posse da **Administradora/Licenciadora**.

Gerente Geral: é a pessoa encarregada pela gerência e funcionamento do **Empreendimento** e responsável pela supervisão dos Empregados;

Licenças: são todas as permissões, concessões e autorizações exigidas pelas autoridades para o funcionamento e manutenção do **Empreendimento**;

Licenciadora: é a empresa detentora dos direitos de uso da **Marca**, que concedeu à **Administradora**, através da celebração de contrato específico, exclusividade no uso da **Marca**, no território nacional, em todas suas variações, combinações e derivações;

OS&E - Operational Supply & Equipments (Suprimentos Operacionais): são todos e quaisquer bens móveis que não guarnecem as unidades condo-hoteleiras e áreas comuns, nestas incluídas a cozinha, banheiros, bares, lavanderia e escritórios do **Empreendimento**, mas que são necessários à operação do **Empreendimento**, tais como, mas não somente, crachás dos empregados do **Empreendimento**, material gráfico, utensílios de limpeza, Estoque inicial de alimentos que serão servidos aos hóspedes e clientes do **Empreendimento**, etc.;

Plano Operacional Anual: documento preparado anualmente pela **Administradora** e apresentado à **Contratante**, do qual constarão os principais objetivos financeiros previstos para o ano, com as seguintes previsões: ocupação, diária média, Receita Líquida, Custos e Despesas Operacionais, lucro operacional bruto, despesa da propriedade, Lucro Antes do IRPJ e CSLL, IRPJ e CSLL, Lucro/ (Prejuízo) da Sociedade, além das estimativas de capital de giro, investimentos através de recursos provenientes do fundo de reposição de ativos, reformas e melhorias estruturais (inclusive as eventuais ampliações do **Empreendimento**), apresentados em complemento ao plano de resultados através do CAPEX (Capital Expenditures);

Pool - é o sistema associativo de exploração conjunta das unidades condo-hoteleiras, que venham a integrar o **Empreendimento**, gerenciado e administrado pela **Administradora** com fim único e exclusivo de exercer a atividade condo-hoteleira do **Empreendimento**, a ser explorado por meio da SCP;

Rede: é o conjunto ou grupo de empreendimentos hoteleiros pertencentes e ligados à organização da **Licenciadora** e/ou da **Administradora** e que atuam no mercado sob o **Sistema** inter-relacionado por elas desenvolvido, combinado com as marcas registradas da Licenciadora, e que fornecem ao público em geral, em padrões internacionais, serviços de hospedagem de alta qualidade, utilizando procedimentos, padrões e especificações próprios, relativos à operação e desenvolvimento de meios de hospedagem nacionais e internacionais;

Síndico: representante legal do Condomínio, devidamente eleito na forma da lei e nos termos da Convenção de Condomínio;

Sociedade em Conta de Participação (ou “SCP”): é a sociedade constituída nos termos dos arts. 991 a 996 do Código Civil Brasileiro, a ser formada pelos Condôminos, como Sócios Participantes, e pela Administradora, como Sócia Ostensiva, com o objetivo de explorar o *Pool* e eventuais áreas e equipamentos comuns do Empreendimento, passíveis de exploração hoteleira;

Subsídico: é a pessoa física ou jurídica eleita nos termos da Convenção de Condomínio;

Super-Estrutura: estrutura da edificação após a conclusão das seguintes fases da construção: **(a)** escavação (retirada e movimentação de solo do terreno para se atingir a profundidade ou cota necessária para a execução da construção); **(b)** fundação (parte da obra que serve para suportar a construção); **(c)** estrutura (formada por vários elementos, tais como pilares, vigas e lajes, e tem a função de suportar as cargas de acordo com a formatação do edifício e suas divisões internas); e **(d)** alvenaria (paredes da construção que podem servir tanto como vedação ou como estrutura).

Unidade Autônoma Condo-Hoteleira (ou “UA” “apartamento”): é assim considerado cada apartamento hoteleiro do **Empreendimento**;

U.S.O.A. (“Sistema Uniforme de Contabilidade Hoteleira”): consiste no “*Uniform System of Accounts for the Lodging Industry*” - 9ª Edição, elaborado e atualizado pela “*International Association of Hospitality Accountants - I.A.H.A.*”, com base nos princípios contábeis gerais aceitos (“*Generally Accepted Accounting Principles - GAAP*”), o qual é publicado e revisado, periodicamente, pelo “*Financial Accounting Standards Board - FASB*”.

ANEXO II - MANUAL DE PADRÕES DA MARCA

DoubleTree (Hotels) - Brand Standards - South America 2500 - Design, Construction & Renovation Standards

01 January 2018



Hilton



Hilton
HONORS

DOUBLETREE
BY HILTON™

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This Standards Manual (“**Manual**”) has been developed to provide the Owner (as defined below) of the Hotel with the required minimum standards, procedures, rules, regulations, policies, and techniques (the “**Brand Standards**”) of the DoubleTree by Hilton (“**Brand**”) full service brand system (the “**System**”). To achieve and maintain high standards of quality and service and associated goodwill for the System, it is essential that Owner strictly adhere to all elements of the System, including, without limitation, the Manual and the Owner’s Agreement. Notwithstanding anything in this Manual to the contrary, the policies contained in the Resources to this Manual are not required to be adopted by a franchised Hotel as long as the Hotel adopts a policy covering the subject matter in the attachment that meets all legal requirements.

All references in this Manual to “**Owner**” refer to the Owner operating under a License Agreement or Franchise Agreement (which may be the owner of the Hotel) or the owner under a Management Agreement, as applicable, with the Brand (the “**Agreement**”). All references in this Manual to the “**Hotel**” refer to the Hotel that has been provided with this Manual. At times this Manual imposes obligations on the Hotel that are essential to the System. Owner is responsible for ensuring the hotel’s compliance with those obligations. All references in this Manual to the “**Brand**” refer to Hilton Franchise Holding LLC or HLT Existing Franchise Holding LLC if the hotel is designated as a USA hotel. Otherwise, these references refer to Hilton Worldwide Franchising LP. All references to Hilton Worldwide refer to Hilton Worldwide, Inc.

These Brand Standards are subject to change, amendment, or supplement from time to time by the Brand. The Brand has the sole and absolute discretion to grant exceptions to these Brand Standards as it deems appropriate.

These Brand Standards are designed to protect the System and the trademarks and service marks associated with the System, and not to control the day-to-day operation of the Hotel. Owner at all times will remain responsible for the operation of the Hotel, and all activities occurring at the hotel. Owner must hire and train its own employees. The Brand is not responsible for and does not direct or control the conduct of any Hotel employee.

Owner must comply with and maintain the Brand Standards at a level equal to or greater than as set forth in this Manual. Violation of any of these Brand Standards by Owner shall constitute default of Owner’s Agreement and would allow the Brand to take all necessary action to protect the integrity of the System.

This Manual is the property of the Brand and is provided to Owner for use and reference during the term of its Agreement with the Brand. Additions and modifications to this Manual will be posted at a website of which the Brand will provide Owner notice, or will be sent to Owner, and Owner must comply with these additions and modifications to the same extent as if set forth in this Manual at this time. For the avoidance of any doubt, any such additions or modifications set forth at such a website are incorporated herein by reference.

Owner must maintain the confidentiality of the Manual. Upon termination of its Agreement, Owner must return this Manual and all other confidential material owned, created, or used by the Brand without retaining any photocopies.

At or about the time Owner executes the Agreement, the Brand will place Owner in a Region set forth below. The Region that Owner is placed in is within the sole and absolute discretion of the Brand and may be modified from time to time. Owner must comply with all Brand Standards applicable to that Region, which includes those Brand Standards that are not limited by Region.

For the avoidance of any doubt, if the applicability of a Brand Standard or a section of a Brand Standard is limited to a specific Region and the Owner has not been placed in that Region, then the Brand Standard or section, as the case may be, is not applicable to the Owner. Conversely, if the Owner has been placed in that Region, the Owner must comply with the Brand Standard or section.

For the avoidance of doubt, wherever it is stated in this Brand Standards Manual that certain requirements/specifications would apply where the Hotel has or decides/elects to have certain elements, whether the Hotel has or will have such elements is to be determined in the sole discretion of Hilton Worldwide.

Portable Document Format (PDF) Disclaimer

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The information contained in the portable document format (PDF) version of this manual represents the brand standards as of the effective date. Hilton Worldwide reserves the right, at our sole and absolute discretion, to change modify, add or remove portions of these standards at any time. These brand standards should be used for internal purposes only and may not be publicly distributed. This PDF contains confidential information and any unauthorized disclosure, copying or distribution of this material is strictly prohibited.

DoubleTree (Hotels) Summary of Changes

Standard No.	Old Summary	New Summary	Change Type	Applicable Locations
2502.02.L			Addition	Global
2507.02.R.1	Lighting must be recessed with both direct and indirect fluorescent lights, four-scene preset dimmer controlled with local bypass switching, direct lights and wall wash to provide lighting for perimeter of room.	Lighting must be recessed with both direct and indirect LED lights, four-scene preset dimmer controlled with local bypass switching, direct lights and wall wash to provide lighting for perimeter of room.	Revision	Global
2507.02.R.6	Power outlets (socket outlets), every 20'-0"/6.0 m on permanent walls, must be available for display purposes.	Duplex power outlets (socket outlets), every 20'-0"/6.0 m on permanent walls, must be available for display purposes.	Revision	Global
2507.02.R.8	Provide four floor power outlets (socket outlets) per every 600 ft²/56 m².	Provide four floor power outlets (socket outlets) per every 600 ft²/56 m². Floor boxes must be robust and resistant to loads up to 3000N. Floor boxes must be finished in the same finish as ballroom floor.	Revision	Global
2507.02.S.7.b.4	DVD/CD player	Not Applicable to this Brand	Revision	Global
2507.02.S.7.b.6	Lectern	Not Applicable to this Brand	Revision	Global
2507.06.E		Meeting Facility Public Restrooms Provide a minimum of 1:75 pax based on occupancy load calculation public restrooms for the meeting facilities for areas where there are no code specifications. Ratio to be split 50-50% between male and female.	Addition	Global
2508.01.M.4	A power outlet (socket outlet) and coaxial cable feed is required to feed each piece of cardio equipment. Refer to Section 1300.00 for equipment requirements. (Note: if the equipment is lined in a row it may be possible to "daisy chain" up to eight pieces of equipment.)	A grounded power outlet (socket outlet), CAT6 cable and coaxial cable are required for each piece of cardio equipment. Label the grounded outlet. The power supply and cables must be home run to each piece of equipment. Refer to Section 1300.00 for equipment requirements.	Revision	Global
2508.01.O.2	Personal viewing screens in cardio equipment must support a free-to-guest signal from head-end or set-top	Personal viewing screens in cardio equipment are permitted. If the hotel utilizes PVS, they must comply with the specifications provided in Section 1706.01.C.	Revision	Global

Standard No.	Old Summary	New Summary	Change Type	Applicable Locations
	box input to display at a minimum 12 channels with a mix of news, sports, and entertainment programming.			

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DESIGN, CONSTRUCTION AND RENOVATION Overview

The following Design, Construction and Renovation Standards (the “DCR Standards”) represent the requirements established for design of a DoubleTree by Hilton hotel which is being newly built. The DCR Standards only apply to existing Hilton hotels in limited circumstances: being when that hotel undergoes a remodeling, refurbishment, renovation or there is an addition (an addition for which there is a relevant Brand Standard) as set out in more detail at point 2 below.

In these cases, the DCR Standards will apply to the particular project, i.e. those aspects which are being remodeled, refurbished or renovated. The DCR Standards will also apply to additions to an existing hotel. This is set out in further detail below.

If discrepancies are found between what the DCR Standards require, the Architecture & Construction (A&C) Department of Hilton will clarify. All owners are responsible for referencing the most current version of the DCR Standards at the relevant time when compliance with the DCR Standards is required. It is the owner's responsibility to ensure that this information is incorporated into the Construction Documents. Reduction of scope below these Standards will not be permitted.

Hilton, when giving approval for projects, may alter requirements contained herein in accordance with the project's local market, custom or practice.

The Design, Construction and Renovation Standards apply to the following situations:

1. The construction of a new-build Hilton hotel; or the conversion of an existing hotel from a non-Hilton brand to one of the Hilton Brands; or the conversion of an existing hotel from one Hilton brand to another Hilton Brand; or the adaptive reuse of a building not originally intended/occupied as a hotel.
2. Remodeling, refurbishing, renovating, and making additions to existing Hilton hotels. However, this is only to the extent that the existing Hilton hotel is undertaking a remodeling, refurbishment or renovation project which has, as part of that project, components for which there is a relevant DCR Standard. For example, if the hotel decides to refurbish the windows, then the DCR Standards in relation to windows will apply (unless the hotel applies for and obtains a waiver). However, the other DCR Standards would not be engaged or applicable at this stage.
3. Change of ownership or renewal of a license agreement.
4. In the limited circumstances mentioned in Section 100 to Section 1800 of the Brand Standards.

Codes

The owner is responsible for compliance with all applicable laws, codes and/or other governing building, zoning and design regulations. In the event applicable local codes and regulations exceed the requirements contained herein, the local codes and regulations must be construed as minimum requirements. All discrepancies found between the DCR Standards and applicable local codes must be brought to the attention of Hilton for resolution. Where designs deviate from applicable codes and regulations, approval or acceptance by the authority having jurisdiction must be documented and kept on file. Hilton is not responsible for review of documents for compliance with local codes. It is the responsibility of the owner to meet or exceed these local regulations.

The more stringent requirement between these Brand Standards and the applicable code(s) must be followed as a minimum standard.

Interior Design Review and Approval Process

Hotels which are being newly built or existing hotels within the Hilton portfolio that are undergoing remodeling, refurbishment or renovation or which have an addition (as set out above and for which the DCR Standards are therefore partially engaged in respect of the components of that project) must receive prior approval for their

design.

In respect of those parts of a project for which the DCR Standards are engaged but for which Hilton confirms that the works undertaken do not need to comply with the relevant DCR Standards (such confirmation to be given, or not, in Hilton's discretion), then a waiver letter or approval may be given by Hilton.

Submittals must be compiled by a licensed architectural firm and/or licensed interior design firm. Completed submittals must be sent to the Hilton GDS (Global Design Services) Director assigned to the particular hotel development. The Design Director will assist with all requirements of the process. Contact GDS for assistance, including a recommendation of design firms.

Project Review and Approval Process

Processes regarding the design, construction, pre opening and opening phases of a new or conversion hotel within the Hilton portfolio must be followed. These processes establish the framework around which reviews and approvals are conducted. The AD&C [Architecture Design & Construction] Project Review and Approval Process document outlines these processes including required submittals. The document may be obtained from <https://designinformation.hilton.com>.

2501.00 Exterior

Refer to Section 2514.00, Technical Criteria, for requirements applicable to this section.

2501.01 Utilities

2501.01.A Not Applicable to this Brand

2501.01.B Drains

Storm drains must be located away from the building. Drains must be located in parking areas rather than drives. Drains must be kept clear of pedestrian traffic routes. Crown parking lots and grade pedestrian pathway in cold climates to prevent icing of drive aisles and walkways.

2501.01.C Drainage

Roof and porte cochere drainage must be connected to the storm drainage system by concealed piping. Exposed rain drains are not acceptable adjacent to guest entrances and must be concealed.

2501.01.D Surface Drainage

Surface drainage across the sidewalks and landscaped areas adjacent to the building is not acceptable.

2501.01.E Storm Water Detention/Retention

Storm water detention/retention areas must be integrated with the landscape design, must be attractive whether dry or in service and must be designed so as not to provide a breeding area for insects or be a hazard to hotel guests. Consideration must be given to the capture of rainwater runoff for re-use with irrigation system where weather conditions allow.

2501.01.F Hose Bibbs

Provide hose bibbs or hydrants for porte cochere, parking area, sidewalk, patio and pool deck washdown.

2501.02 Landscaping

2501.02.A Registered Landscape Architect

A registered Landscape Architect must develop landscaping plans and maintenance program for all landscaping materials. Hilton reserves the right of final approval on all landscape plans.

2501.02.B Not Applicable to this Brand

2501.02.C Not Applicable to this Brand

2501.02.D Landscaping Percentage Requirements

A minimum of 10 percent of the total site area must be landscaped. Exceptions for urban locations are subject to review and approval by Hilton.

2501.02.E Primary Landscaped Areas

Primary landscaped areas must be generous in scale and concentration, and must be placed adjacent to the entrance drive, the primary hotel entrance, other guest entrances, the restaurant, pool terrace and exterior garden areas that are used for public functions.

2501.02.F Secondary Landscaping

Secondary landscaping must be provided at the entire building perimeter, throughout the parking areas and at the site perimeter.

2501.02.G Not Applicable to this Brand

2501.02.H Drought Resistant Plants

Native and succulent/drought resistant plants are recommended rather than those requiring significant watering. 100 percent recyclable, synthetic turf fiber infilled with sand/silica and installed with a backing system and aggregate base layer, to ensure proper drainage, may be considered with prior written approval by Hilton for location, application and product selection.

2501.02.I Parking Island Landscaping

Parking islands must be landscaped and irrigated.

2501.02.J Landscaping Screens

Provide landscape design elements to enhance the views from the guestrooms and screen undesirable views, such as parking lots, service areas and any ground mounted equipment. Clearances required by the equipment and/or local jurisdiction must be maintained.

2501.02.K Retaining Walls

Timber retaining walls are not acceptable.

2501.02.L Handrails or Guardrails

Provide guardrails at the top of all accessible retaining walls with a 42"/1.0 m or more drop. Railings must be a minimum of 42"/1.1 m in height and must have intermediate rails or ornamental pattern such that a 4"/102 mm diameter sphere is not able to pass through and that children cannot climb (i.e. horizontal rails).

2501.02.M Not Applicable to this Brand

2501.02.N Not Applicable to this Brand

2501.02.O Utility Equipment

Locate all utility equipment away from guest entrances and screen from guest view.

2501.02.P Underground Irrigation System

An manual irrigation system or an automated underground irrigation system must be provided to support the maintenance of the exterior landscaping. The use of grey or recycled water may be considered for irrigation purposes only.

2501.02.Q Earth Slopes

Earth slopes must not exceed 2:1 (vertical/horizontal). All slopes greater than 3:1 (vertical/horizontal) must be stabilized. Slope all landscape areas away from the building at not less than 1:25 (vertical/horizontal).

2501.02.R Landscape Drainage

Ensure proper drainage of landscaped areas by providing a permanent subsurface drainage system.

2501.02.S Not Applicable to this Brand

2501.02.T Not Applicable to this Brand

2501.02.U Not Applicable to this Brand

2501.02.V Not Applicable to this Brand

2501.02.W Irrigation System Timers

Locate all irrigation system timers in the back of house area if possible.

2501.02.X Not Applicable to this Brand

2501.02.Y Function Lawn Requirements

If provided, function lawns must have power outlets (socket outlets), water supply, furniture storage, pantry/trash collection areas, restrooms and service access away from guest view.

2501.02.Z Function Lawn Lighting

If provided, function lawns must have landscape lighting to illuminate fire egress, ambiance and security.

2501.03 Sidewalks/Patios

2501.03.A Not Applicable to this Brand

2501.03.B Continuous Sidewalk

Provide a continuous sidewalk across the front of the hotel. On other building faces, sidewalks must extend directly from each entrance to the adjacent parking only. Special consideration must be given to pedestrian access to secondary building entrances/exits

2501.03.C Not Applicable to this Brand

2501.03.D Not Applicable to this Brand

2501.03.E Not Applicable to this Brand

2501.03.F Not Applicable to this Brand

2501.03.G Not Applicable to this Brand

2501.03.H Not Applicable to this Brand

2501.03.I Not Applicable to this Brand

2501.03.J Not Applicable to this Brand

2501.03.K Not Applicable to this Brand

2501.03.L Smoking Area

Provide a convenient and weather protected smoking area at least 25'-0"/7.6 m away from major property entrances when properties are 100 percent non-smoking restricted or when market conditions dictate. Area must include seating, ash cans, trash stands and permanent overhead heating elements in cold weather climates. All shelters must be surrounded by landscaping with appropriate mature, seasonal foliage. Well maintained planters are acceptable. All plans must be submitted and approved by Hilton.

2501.04 Building Exterior

2501.04.A Not Applicable to this Brand

2501.04.B Not Applicable to this Brand

2501.04.C Not Applicable to this Brand

2501.04.D Not Applicable to this Brand

2501.04.E Not Applicable to this Brand

2501.04.F Exterior Guest Area Protection

Provide rainwater, snow and wind protection for all exterior guest areas such as the primary entrance, dining and roof terraces, and swimming pool terraces.

2501.04.G Balconies

2501.04.G.1 Balconies (if provided) must be a minimum of 5'-0"/1.5 m deep.

2501.04.G.2 Balconies/patios must be designed to provide privacy and security for guestrooms. Views must be blocked to adjacent balconies/patios.

2501.04.G.3 Balcony floors must slope outwards or toward internal drains.

2501.04.G.4 Balcony railings must be a minimum of 42"/1.1 m in height and at least partly open, or transparent for views. Any opening in railings must not exceed 4"/100 mm and include a bottom rail a 2"/50 mm maximum above the floor. Railings must not be horizontal or climbable by children.

2501.04.H Not Applicable to this Brand

2501.04.I Not Applicable to this Brand

2501.04.J Roof Screening

Flat roofs, viewed from guestrooms, must be enhanced with colored patterns of gravel and/or plantings. All HVAC equipment must be screened from guest view.

2501.04.K Not Applicable to this Brand

2501.04.L Not Applicable to this Brand

2501.04.M Antennae

Hotel antennae and satellites are not allowed to extend higher than any parapet wall. Other antennae and satellite dishes that are not used for the operation of the property must be camouflaged to blend with the building design.

2501.04.N Window Washing

A practical method of exterior and interior window washing must be incorporated in hotel design and be approved by Hilton.

2501.05 Porte Cochere

2501.05.A Not Applicable to this Brand

2501.05.B Porte Cochere Width

The porte cochere must be designed to provide space for four parked cars, two deep and two across, with enough space remaining for motorists to drive under and exit the car without exposure to the elements. The size of the porte cochere may be required to be increased on larger hotels as directed by Hilton.

2501.05.C Clearance Height

Porte cochere clearance height must be a minimum of 13'-0"/4.0 m.

2501.05.D Covered Pedestrian Access

Covered pedestrian access to the porte cochere from the hotel entrance must be 10'-0"/3.00 m minimum width and clear of obstructions.

2501.05.E Porte Cochere Flooring

The area under the porte cochere must be a decorative non-slip surface paving such as brick, stone, tile pavers or color stamped concrete. Hand troweled, scored concrete, floated concrete or asphalt is not allowed. Decorative paving in driving areas must be sealed and cleanable.

2501.05.F Porte Cochere Columns

Porte cochere support columns and other features at the building entry that could be damaged by car doors, luggage carts, etc. must be finished with a high-quality durable finish to coordinate with main exterior building finishes.

2501.05.G Entrance Drive Paving

Entrance drive paving must be flush with the sidewalk at hotel entrance to facilitate the movement of luggage carts and for easy access into the hotel.

2501.05.H Taxicab Queuing

Provide a convenient area at the primary entrance for taxicab queuing and provide a taxi notification system at urban properties.

2501.05.I Not Applicable to this Brand

2501.05.J Porte Cochere Lighting

Provide decorative lighting at the porte cochere and any secondary entrance canopies.

2501.05.K Not Applicable to this Brand

2501.05.L Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2501.05.M Heat Lamps

Heat lamps will be required in some locations, as directed by Hilton. When provided they must be built in heat lamps. Portable heat lamps are not allowed.

2501.05.N Porte Cochere Seating

Provide outdoor seating for guests adjacent to the primary entrance.

2501.05.O Smoker's Post/Valet Stand

When a valet stand is provided, it must be a permanent fixture. The valet stand must be finished with natural wood, tile, stone or approved decorative metal. The top surface material must comply with Section 2515.04.

2501.06 Parking

2501.06.A Parking Area Location

Parking areas must be conveniently located for building guests. Parking allocations must be distributed in accordance with the anticipated usage of each entrance (lobby, restaurant, function area, team member, etc.).

2501.06.B Coach Bus Parking

A coach bus drop off/pick up area located near the main entrance porte cochere is required.

2501.06.C Service Vehicles Access

Service vehicles must not pass through guest parking areas.

2501.06.D Parking Study Requirement

A parking study is required. Study may include survey to ensure easy passage on site for all guest and service vehicles.

2501.06.E Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2501.06.F Surface Parking

2501.06.F.1 The parking area must provide a minimum of one parking space for each guestroom. Hotels with inadequate parking must provide valet parking. Additional parking may be required based on market demand.

2501.06.F.2 Not Applicable to this Brand

2501.06.F.3 Provide wheelstops where car overhang has the potential of damaging light poles, landscaping or other objects.

2501.06.F.4 Parking and drive areas must be concrete or sealed asphalt.

2501.06.F.5 Concrete paving is required in all service areas, i.e., garbage dumpster, loading dock, service entrances.

2501.06.F.6 Provide 6"/152 mm concrete curb and gutter or sloped granite curbing at all edges of the parking lot and drives. Asphalt curbing at edges of the parking areas and drives is not allowed.

2501.06.F.7 Curbed landscaped islands must separate all parking from the primary entrance drive. Parking along the entrance drives is not allowed.

2501.06.F.8 Parking islands must be a minimum of 10'-0"/3.0 m wide and must be placed a minimum of every 120'-0"/36.0 m along the width of the parking lot with four rows of parking stalls and two drive lanes maximum between centerline of islands.

2501.06.F.9 Parking lot striping must be white, except where other colors are required for fire lanes and no parking zones.

2501.06.G Drives

2501.06.G.1 The primary entrance drive must provide two-way circulation through a lighted and landscaped corridor to guest parking and the primary hotel entrance.

2501.06.G.2 Two-way main entrance driveways must have a minimum width of 30'-0"/9.0 m and inside turning radius of 33'-0"/10.0 m.

2501.06.G.3 The drive lane minimum width must be 24'-0"/7.3 m between parking stalls.

2501.06.G.4 Speed bumps must be used in drives where there is a risk to pedestrians from excessive speeds by vehicles.

2501.06.G.5 Dead end drive lanes are not allowed.

2501.06.H Parking Stalls

2501.06.H.1 Parking stalls must be a minimum of 18'-0"/5 m long.

2501.06.H.2 Parking stalls must be a minimum of 9'-0"/2.75 m wide centerline to centerline. A maximum of 25 percent of the parking stalls may be compact stalls.

2501.06.I Parking Garage/ Covered Parking

All of the requirements for surface parking, as well as the following, apply to garages and covered parking.

2501.06.I.1 Convenient indoor parking may be required by Hilton, depending upon market and site restraints.

2501.06.I.2 Garage must be located within a short distance from the main hotel entrance.

2501.06.I.3 Finish Options - Parking Garage/ Covered Parking

2501.06.I.3.a Floor: Steel trowel finished concrete, hardened and epoxy sealed. Floors exposed to external elements must be waterproofed.

2501.06.I.3.b Wall: Painted concrete or concrete block; protective barriers must be installed at areas vulnerable to damage.

2501.06.I.3.c Ceiling: Painted concrete

2501.06.I.3.c.1 Parking garages must have a minimum clear ceiling height of 8'-0"/2.4 m.

2501.06.I.4 Light fixtures must be suitable for outdoor installation. Wrap-around type fluorescent fixtures are not permitted. Exposed lamp fixtures are not permitted. Fixtures must be located outside of drive lanes.

2501.06.I.5 Parking garages must be designed to provide positive drainage to prevent standing water.

2501.06.I.6 Provide ice control system on ramps that are exposed to the outdoor elements in cold climate zones.

2501.06.I.7 Parking garages or ramps designed with exterior decorative screens rather than permanent walls must be equipped with suitable protective guardrails for guest safety and protection.

2501.06.J Parking Control

- 2501.06.J.1 Parking control may be required by Hilton based upon regional and market conditions.
- 2501.06.J.2 Guests parking in the garage receive tickets from the entrance barrier on the way into the garage. Upon leaving, guests present their tickets at a Payment Station where payment is received and the ticket is processed to enable guests to leave the car park or garage.
- 2501.06.J.3 Entrance/exit barriers must provide control of access in and access out.
- 2501.06.J.4 Each entry lane must consist of entry station with graphical LED/LCD display, barcode ticket printer, proximity pass-card reader, integrated heating unit, voice intercom point with battery backup facility, barrier gate with folding rising arm, barrier arm knock off sensor, internal manual raise/lower switch and dual channel loop detector.
- 2501.06.J.5 Each exit lane must consist of exit station with graphical LED/LCD display, barcode ticket reader, proximity pass-card reader, collection tray for retained tickets, integrated heating unit, voice intercom point and battery backup facility, barrier gate with folding rising arm, barrier arm knock off sensor, internal manual raise/lower switch and dual channel loop detector.
- 2501.06.J.6 Payment Stations
 - 2501.06.J.6.a Payment stations must be provided at the front desk, Concierge desk, an automatic pay station or at a manned parking control booth.
 - 2501.06.J.6.b Automatic pay stations must be clearly visible with signage explaining tariffs and use.
 - 2501.06.J.6.c Automatic pay stations must consist of LED/LCD display, coin acceptance, banknote acceptance, credit card acceptance, sufficient recycling coin tubes, lost ticket facility, barcode ticket reader, battery backup memory, receipt printer, intercom call point, two coin safes per machine and two note safes per machine.
- 2501.06.J.7 Parking Control Booths
 - 2501.06.J.7.a Manned parking control booths are optional.
 - 2501.06.J.7.b Booths must have heating, ventilation and refrigerant air conditioning.
 - 2501.06.J.7.c Booths must have electrical and data connections for property management system and a telephone outlet.
- 2501.06.J.8 The ticket machine, barriers and automatic pay station must have an intercom to the front desk or Concierge desk.
- 2501.06.J.9 A central server for the car park system must be located within the Computer/Telecom Room.
- 2501.06.J.10 Parking Control Systems & Guest Room Key Cards
 - Parking control systems must be able to use both guest room key cards, and Digital Key (when activated at the hotel) for entry and exit. This would include having a dedicated key reader that can support both key cards and Digital Key at each gate. When implementing integrated parking systems, hotels must implement an approved Hilton parking solution partner

2501.07 Flagpoles

2501.07.A Flag Poles

Flag poles are optional.

- 2501.07.A.1 All flag poles must be equal in height so that no flag flies higher than another. The minimum height of the flag poles is 25'-0"/7.5 m. Building mounted flag poles must be approved by Hilton. Wood, steel, or plastic poles and brackets are not allowed. Flag poles must be spaced so that one flag must not wrap around the pole of another.

2501.07.B Flag Pole Lighting

If provided, flags must be illuminated. Lighting must be in ground mounted up lighting (flush with surface) aimed on the flags. Pole mounted fixtures 8'-0"/2.4 m above grade are allowed in climates susceptible to snow.

2501.08 Exterior Lighting/Electrical

2501.08.A Lighting Designer Requirement

A licensed professional lighting designer must design and coordinate all exterior lighting to be approved by Hilton.

2501.08.B Not Applicable to this Brand

2501.08.C Guest Entrance Lighting

All guest entrances must be well lit and readily identifiable.

2501.08.D Exterior Light Fixtures

All exterior light fixtures must be suitable for outdoor installation and must have coordinated color temperature and characteristics.

2501.08.E Cornice Uplighting

Provide building floodlighting to reinforce hotel identification and recognition. Floodlight major building masses, but do not light guestroom windows. Conceal luminaries within building elements and in landscaped areas.

2501.08.F Not Applicable to this Brand

2501.08.G Not Applicable to this Brand

2501.08.H Site Lighting Control

All site lighting must be controlled by zones and as a whole by photocell or timer based control and building automation system located in the back of house area.

2501.08.I Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2501.08.J Parking Lighting

2501.08.J.1 Lighting (parking, landscaping, walkways and security) must cover the entire parking area.

2501.08.J.2 Parking lot and driveway lighting must be pole-mounted. Lighting must be high energy efficient and long life.

2501.08.J.3 Maximum pole height is 20'-0"/6.0 m. Cut off shields or similar devices must be used to prevent glare and annoyance.

2501.08.K Landscape Lighting

2501.08.K.1 Provide bollard or mushroom lighting for all walkways not illuminated by parking lot lighting.

2501.08.K.2 Landscape and walkway lighting must be rigidly connected to waterproof junction boxes and securely mounted to concrete bases.

2501.08.K.3 Landscape lighting must be provided for landscaped areas directly adjacent to the hotel and for outdoor activity areas.

2501.08.K.4 Landscape lighting must be indirect and decorative in nature.

2501.08.K.5 Locate all landscape lighting above grade in planting beds or mulch. Do not locate fixtures in areas of lawn or near walkways. All light fixtures must be located a minimum of 3'-0"/900 mm from the face of any adjacent curb.

2501.08.L Not Applicable to this Brand

2501.08.M Landscaped Area Outlets

Provide a weatherproof power outlet (socket outlet) in each primary landscaped area.

2502.00 Lobby Area

Refer to Section 2514.00, Technical Criteria, and Section 2515.00, Furnishings, Fixtures, and Equipment, for requirements applicable to this Section.

2502.01 Vestibule

2502.01.A Vestibule Depth/Door Requirements

A vestibule is required at the entrance to the lobby. Automatic doors must be provided via a revolving door or sliding doors. Bi-fold doors are not allowed.

2502.01.B Revolving Doors

Revolving doors must be a minimum 11'-0"/3.35 m diameter.

2502.01.C Automatic Sliding Doors

When automatic sliding doors are provided, vestibules must be a minimum of 12'-0"/3.7 m deep.

2502.01.D Automatic Revolving Doors

When automatic revolving doors are provided, single 36"/900 mm doors in a vestibule configuration must be provided directly adjacent to the revolving door. The vestibule must be a minimum 8'-0"/2.50 m deep where both doors are manually operated and swing in the same direction (outward). It must be a minimum 10'-0"/3.0 m deep where both doors are manually operated and swing 180 degrees.

2502.01.E Not Applicable to this Brand

2502.01.F Nighttime Security Requirements

Provide magnetic locks, intercom with buzzer, and card key access on primary and secondary entrance doors that will lock entrance doors during off hours. Provide remote release to securable primary entrance doors at front desk.

2502.01.G Not Applicable to this Brand

2502.01.H Not Applicable to this Brand

2502.01.I Finish Options - Vestibule

2502.01.I.1 Floor: Porcelain tile, natural stone, wood - tongue and groove, carpet (broadloom), decorative hand-tufted area rug

2502.01.I.1.a Base (minimums): 6"/150 mm porcelain tile, natural stone, wood - stain grade

2502.01.I.1.b Provide an architectural walk-off mat or architectural grille where doors are present.

2502.01.I.2 Wall: Vinyl wallcovering, wood, paint, porcelain tile, natural stone, polished or textured plaster

2502.01.I.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2502.01.I.4 Vestibule finishes must match lobby finishes when doors are not present.

2502.01.J Not Applicable to this Brand

2502.01.K Not Applicable to this Brand

2502.01.L Not Applicable to this Brand

2502.01.M Not Applicable to this Brand

2502.01.N Not Applicable to this Brand

2502.01.O Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2502.02 Lobby

2502.02.A Lobby Size Requirements

The lobby area is required to be a minimum of 1,500 ft²/139 m² or 6 ft²/0.56 m² per guestroom, whichever is greater, excluding registration area, Lobby Bar and corridors accessing the guest elevators/lifts. Lobby must have direct visual connection to Food & Beverage elements.

2502.02.B Not Applicable to this Brand

2502.02.C Not Applicable to this Brand

2502.02.D Not Applicable to this Brand

2502.02.E Not Applicable to this Brand

2502.02.F Not Applicable to this Brand

2502.02.G Not Applicable to this Brand

2502.02.H Not Applicable to this Brand

2502.02.I Not Applicable to this Brand

2502.02.J Finish Options - Lobby

2502.02.J.1 Floor: Carpet (broadloom), decorative hand-tufted area rug, porcelain tile, marble/granite, natural stone, wood - tongue and groove

2502.02.J.1.a Base (minimums): 6"/150 mm porcelain tile, wood, natural stone

2502.02.J.2 Wall: Vinyl wallcovering, paint, porcelain tile, natural stone, wood panels (special approved required), acrylic knockdown - orange peel texture (special approval required), polished or textured plaster

2502.02.J.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum), special finish/decorative ceiling

2502.02.J.3.a Lobby ceilings must be a minimum of 12'-0"/3.7 m high.

2502.02.K Not Applicable to this Brand

2502.02.L Not Applicable to this Brand

2502.02.M Electrical

2502.02.M.1 Lighting must be switched from panels located within a team member area not accessible by guests.

2502.02.M.2 Not Applicable to this Brand

2502.02.M.3 Not Applicable to this Brand

2502.02.M.4 Not Applicable to this Brand

2502.02.M.5 Not Applicable to this Brand

2502.02.M.6 Not Applicable to this Brand

2502.02.M.7 Refer to [Section 2514.08](#) for minimum light level requirements.

2502.02.N House Telephone Outlets

Provide a minimum of two outlets for house telephones in the lobby area within view of the front desk. House telephones must be clearly identified.

Wall mounted telephones are not allowed. Refer to Section 1700.00 - Technology for functionality requirements.

2502.02.O TV Requirements

A television is required in the lobby area. Televisions must comply with the sizes and specifications provided in Sections 1706.00 and 2514.09.

2502.02.P Furnishings, Fixtures and Equipment

2502.02.P.1 Not Applicable to this Brand

2502.02.P.2 Lobby seating must accommodate the size of the lobby footprint.

2502.02.P.3 Not Applicable to this Brand

2502.02.P.4 Not Applicable to this Brand

2502.02.P.5 Not Applicable to this Brand

2502.02.P.6 Tables

2502.02.P.6.a Not Applicable to this Brand

2502.02.P.6.b Tables used in lobby area must be high quality, commercial grade. The top surface material must be compliant with Section 2515.04.

2502.02.P.6.c Commercial-grade bases must be provided for sturdy support of all tables.

2502.02.Q Connectivity Zone

Refer to Sections 2514.00, Technical Criteria, and 2515.00, Furnishings, Fixtures, and Equipment, for additional requirements applicable to this Section.

2502.02.Q.1 A Lobby Connectivity Zone can be installed in lieu of a Business Center. If a hotel wishes to design a custom solution instead of the connectivity station they must receive prior approval from Hilton.

2502.02.Q.2

A self service business center or a lobby connectivity zone is required.

2502.02.Q.3

The Lobby Connectivity Zone must be provided as an integral part of the social zone of the lobby.

2502.02.Q.4 The Connectivity Zone location, layout and FF&E selections must be reviewed and approved by Hilton.

2502.02.Q.5 Computer stations must be oriented so that as guests are viewing the screen they are not facing a wall and may view beyond the screen to the social space of the Lobby or out a window.

2502.02.Q.6 The computer stations are allowed to be on a communal table within the social space, a floating counter, in an alcove space, or within the general social area of the Lobby.

2502.02.Q.7 Furniture that supports the computer stations must meet the standards and requirements of all other public area furniture.

2502.02.Q.8 All seating that serves the computer stations must be comfortable, and appropriate in height to the furniture supporting the keyboard. For desk height installations, refer to [Section 2510.06.A.24](#). for height and arm requirements. Ensure that the height of the desk work area is coordinated with the height of the adjustable chair.

2502.02.Q.9 Table-top heights must be 30" - 42"/760 mm – 1.06 m AFF and must be coordinated with the adjacent furniture heights within the Lobby. The top surface material must be compliant with Section 2515.04.

2502.02.Q.10 When the printer is located near the computer stations, it must be housed in a cabinet located below the height of the work surface, it must be easily identified and be located where the guest can retrieve prints without opening the top or side of the cabinet.

2502.02.Q.11 A station intended for only printing boarding passes may be located at the hotel entrance.

2502.02.Q.12 Provide electrical outlets for computer equipment and personal use devices. Outlets are allowed to be built into the casegoods or located on the floor.

2502.02.Q.13 Provide internet access for PC stations and laptop station.

2502.03 Not Applicable to this Brand

2502.04 Front Desk/Reception Desk

2502.04.A Workstation Quantities

Provide a minimum of three registration workstations for hotels with 200 or fewer keys. An additional registration workstation will be required for each additional 100 keys above 200.

2502.04.B Workstation Layout

Registration workstations must be grouped together into units to allow circulation around each side of the unit. No more than two workstations are allowed within a single front desk unit.

2502.04.C Not Applicable to this Brand

2502.04.D Sit/Stand Front Desk

Stand up front desk units are required.

2502.04.E Front Desk Visibility

The front desk units must be directly visible and accessible from the primary entrance. The front desk units must have a clear view of the primary entrance, guest elevators/lifts and shuttle lifts.

2502.04.F Not Applicable to this Brand

2502.04.G Clear Circulation

Provide a minimum of 12'-0"/3.7 m clear circulation in front of the front desk. Allow for additional queuing space when dictated by market conditions such as convention center hotels.

2502.04.H Not Applicable to this Brand

2502.04.I Finish Options - Front Desk

2502.04.I.1 Floor: Carpet (broadloom), porcelain tile, natural stone, wood - tongue and groove

2502.04.I.1.a Base (minimums): 6"/150 mm porcelain tile, natural stone, wood

2502.04.I.1.b At freestanding desks/pods, the lobby flooring must continue through to the team member areas. Inset anti-static/anti-fatigue mats or carpets can be used behind the freestanding desks/pods.

2502.04.I.2 Wall: Vinyl wallcovering, porcelain tile, natural stone, paint (special approved required), acrylic knockdown - orange peel texture (special approval required), wood or special finish (special approval required)

2502.04.I.2.a Not Applicable to this Brand

2502.04.I.2.b Not Applicable to this Brand

2502.04.I.2.c Not Applicable to this Brand

2502.04.I.2.d Full height corner guards where susceptible to damage.

2502.04.I.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2502.04.I.3.a Acoustic ceiling tile must be spineless, tight grid with smooth large acoustical panels or 4'-0 x 4'-0"/1.2 m x 1.2 m, 30 percent maximum.

2502.04.J Front Desk Millwork

2502.04.J.1 The front desk unit's exterior finish must be natural wood, porcelain tile, marble, granite or decorative metal. Wood, wood edged, or laminate writing surface is not allowed.

2502.04.J.2 The finished height of the front desk must not be more than 42"/1.07 m above the finished floor. Front desk must be built according to the design drawings and specifications found online at www.hiltonworldwide.com/design. The desk is designed to minimize the appearance of computer equipment.

2502.04.J.3 Provide a minimum clear aisle space of 5'-0"/1.5 m behind the front desk.

2502.04.J.4 The front desk finishes must be as follows:

2502.04.J.4.a The top surface material must be compliant with Section 2515.04.

2502.04.K Front Desk Cabinetry

The use of cabinetry behind the front desk unit and the placement of doors on the rear wall of the registration area are not allowed.

2502.04.L Not Applicable to this Brand

2502.04.M Electrical

2502.04.M.1 Refer to Section 2514.08 for minimum light level requirements.

2502.04.M.2 Not Applicable to this Brand

2502.04.M.3 Each workstation must have the following as a minimum:

2502.04.M.3.a Above the counter: a duplex power outlet (socket outlet), single telephone outlet and two data ports. Dedicated phone lines are required.

2502.04.M.3.b Below the counter: two quad power outlets (socket outlets) and four data ports. All outlets must be dedicated and grounded.

2502.04.M.4 The power outlets (socket outlets) below the desk must not be on the same dedicated grounded circuit as the outlets above the desk. Each dedicated circuit may provide power up to three workstations per circuit.

2502.04.N Furniture, Fixtures and Equipment

2502.04.N.1 Not Applicable to this Brand

2502.04.N.2 Not Applicable to this Brand

2502.04.N.3 Artwork

2502.04.N.3.a Provide art that is illuminated on the wall behind the registration area.

2502.04.N.4 Not Applicable to this Brand

2502.04.N.5 Provide a minimum of one single drawer built-in cookie warmer centrally located within the front desk area. Hotels in excess of 150 keys are required to install a two-drawer cookie warmer centrally located within the front desk area. The cookie warmer must be built into the front desk unit in a manner that allows the front desk agent to provide cookies without losing eye contact with the guest. Provide ventilation, and power supply to each warmer.

2502.04.N.6 Security monitors and computer monitors with guest information must not be visible to guests.

2502.04.N.7 Provide a panic button at the bottom of each workstation.

2502.05 Not Applicable to this Brand

2502.06 Concierge

2502.06.A Not Applicable to this Brand

2502.06.B Desk Surface Requirement

Desk must have a minimum work surface area of 30"/760 mm x 60"/1.5 m with lockable drawers and slotted openings.

2502.06.C Desk Finish

The face of the desk must be natural wood, porcelain tile, marble, granite or decorative metal and complimentary to the design of the lobby and front desk area. The top surface material must comply with Section 2515.04. Wood, wood edged, or laminate writing surface is not allowed.

2502.06.D PMS Outlet

Provide power outlets (socket outlets) and data connections for the property management system.

2502.06.E Telephone Outlet

Provide a telephone outlet at concierge's desk that is hidden from guest view.

2502.06.F Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2502.06.G Ergonomic Chair

An ergonomic, fully upholstered desk chair is required when a sit down concierge is provided.

2502.07 Bellman's Desk

2502.07.A Bellman's Desk

Hotels with 300+ keys require a bellman's desk.

2502.07.B Bellman's Desk Location

Bellman's desk must be located in the lobby convenient to the entrance vestibule and adjacent to the luggage room.

2502.07.C Bellman's Desk Size

Bellman's desk must be a minimum of 4'-0"/1.2 m in length.

2502.07.D Bellman's Desk Finish

The face of the bellman's desk must be finished with natural wood, tile, stone or approved decorative material and complimentary to the design of the lobby and concierge area. The top surface material must comply with Section 2515.04.

2502.07.E Not Applicable to this Brand

2502.07.F Telephone Outlet

Provide a telephone outlet at bellman's desk hidden from guest view.

2502.07.G Power Outlets

Provide power outlets (socket outlets) and data connections for the property management system.

2502.07.H Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2502.08 Valet Desk

2502.08.A Valet Desk Location

If provided, valet desk must be adjacent to the primary entrance vestibule, convenient for guest access and shielded from the elements.

2502.08.B Transaction Window

Provide a glass transaction window when valet desk is located in a separate room to allow visual connection between valet attendant and guest.

2502.08.C Valet Desk Finish

The face of the valet desk must be finished with natural wood, tile, stone or approved decorative material. The top surface material must comply with Section 2515.04.

2502.08.D PMS Outlet

Provide four electrical and four data connections for point of sale and property management systems.

2502.08.E Not Applicable to this Brand

2502.08.F Key Storage Unit

Provide a securable key storage unit.

2502.08.G Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2502.09 Luggage Room

2502.09.A Luggage Room Requirement

A separate, securable luggage storage room is required, located near the primary lobby entrance or behind the bellman's desk and directly accessible to the registration area. Hotels must have 0.75 ft²/0.07 m² per key or a minimum 200 ft²/18 m² of storage for luggage. Hotels with more than one registration area must allocate luggage storage at each area.

2502.09.B Not Applicable to this Brand

2502.09.C Luggage Room Clearance

Locate the entrance to the luggage room so that clearance is provided to comfortably bypass the bellman's desk with luggage carts.

2502.09.D Luggage Room Access

All luggage room entrances must be secured by either proximity reader or other electronic device.

2502.09.E Luggage Cart Storage

Provide convenient space within the luggage room for storage of luggage carts when not in use.

2502.09.F Door Hardware

The luggage room door must be a minimum of 3'-6"/1.1 m wide and 6'-8"/2.04 m high with a door closer and a hold open feature.

2502.09.G Finish Options - Luggage Room

2502.09.G.1 Floor: Vinyl composite tile (when not visible from public areas)

2502.09.G.1.a Base (minimums): 6"/150 mm porcelain tile, 4"/100 mm through body synthetic, vinyl, natural stone

2502.09.G.2 Wall: Paint

2502.09.G.3 Ceiling: Paint on gypsum, acoustic ceiling tile

2502.09.H Racks & Shelving

The luggage room must be designed to accommodate a combination of hanging racks and storage shelving units (2'-0"/600 mm deep x 4'-0"/1.2 m wide x 6'-0"/1.8 m high). Provide approximately 25 percent hanging racks and 75 percent shelving units. Each shelf must have a minimum weight allowance of 350 lbs/159 kgs.

2502.09.I House Telephone Outlets

Provide an outlet for a wall mounted house telephone.

2502.09.J Not Applicable to this Brand

2502.09.K Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2502.10 Safe Deposit Room

2502.10.A Safe Deposit Box Requirements

Safe deposit boxes are required. The number and size required vary upon the number of rooms and market. A minimum of one safe deposit box per every 20 rooms is required in the safe deposit room. Provide different size boxes.

2502.10.B Safe Deposit Box Room Requirements

The safe deposit box room must be a minimum of 30 ft²/2.8 m², and be configured to allow clear view of all safe deposit boxes through a tempered glass, vision panel. The glass wall must have a pass-through to accommodate the largest safe-deposit box available.

2502.10.B.1 Self-closing entry door with one-way glass allowing views out of the room but not into the room. Door must be a minimum of 3'-0"/900 mm wide x 6'-8"/2.0 m high.

2502.10.C Guest Safe Deposit Room Requirements

The guest safe deposit room must include:

2502.10.C.1 Desk with chair or shelf adjacent to glass wall for placement of safe deposit box designed in such a manner to provide the guest reasonable privacy from the attendant.

2502.10.D Door Requirements

Provide one door to the safe deposit box area for guest that is attendant controlled. A second door must be provided to the back office area from the registration area. These doors must be directly adjacent to and visible from the front desk units and must be secured for guest and team member access respectively.

2502.10.E Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2503.00 Public Restrooms

Refer to Section 2514.00, Technical Criteria, and Section 2515.00, Furnishings Fixtures and Equipment, for requirements applicable to this Section.

2503.00.A Restroom Quantities

There must be one restroom each for men and women in the lobby area. The restrooms must not open directly onto the lobby. The number of lavatories, stalls and urinals required are as dictated by code.

2503.00.B Not Applicable to this Brand

2503.00.C Entrance Doors

Restroom entrance doors must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high, have self-closing, non-lockable hardware and push/pull plates. Vestibules are required. Direct line of sight into multi-occupant restroom toward the urinal or water closet is prohibited.

2503.00.D Janitor's Closet

A janitor's closet with storage shelf and service wash basin must be located within or adjacent to the restrooms.

2503.00.E Not Applicable to this Brand

2503.00.F Finish Options - Public Restrooms

Finish Options - Public Restrooms

2503.00.F.1 Floor: Porcelain tile, natural stone

2503.00.F.1.a Base (minimums): 6"/150 mm porcelain tile, natural stone

2503.00.F.2 Wall: Vinyl wallcovering, porcelain tile, natural stone, wood or special finish (special approval required)

2503.00.F.2.a A full height porcelain tile wall is required on all plumbing fixture walls.

2503.00.F.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2503.00.G Restroom Partition Stalls

Water Closet Partitions

2503.00.G.1 Water Closet Partitions

Water closet partitions and urinal screens are required.

2503.00.G.2 Not Applicable to this Brand

2503.00.G.3 Not Applicable to this Brand

2503.00.G.4 Partition Installation & Finish

Partitions must be ceiling hung and must be solid polymer (high density polyethylene).

2503.00.G.5 Urinal Screen Installation

Urinal screens must be wall mounted with tamper proof fasteners.

2503.00.G.6 Partition & Door Material

Urinal screens and water closet partitions and doors cannot be metal or plastic laminate.

2503.00.G.7 Not Applicable to this Brand

2503.00.G.8 Partition Door Width

Water closet partition doors must be 2'-6"/760 mm wide minimum.

2503.00.H Accessories

Accessories

2503.00.H.1 Water Closet Stall Required Items

The following items are required within each water closet stall:

2503.00.H.1.a Double roll toilet tissue holder.

2503.00.H.1.b Coat hook mounted at 60"/1.5 m above the finished floor.

2503.00.H.1.c Sanitary napkin disposal trash bin (in women's restroom).

2503.00.H.2 Shared Space Required Items

The following items are required within the shared space:

2503.00.H.2.a A minimum of one motion-activated paper towel dispenser (recessed or semi-recessed) or electric hand dryer is required.

2503.00.H.2.b Not Applicable to this Brand

2503.00.H.2.c Decorative wastebasket(s). Wall mounted recessed waste receptacles are not allowed.

2503.00.H.2.d Trash bin near the entrance of the restroom.

2503.00.H.2.e Not Applicable to this Brand

2503.00.H.2.f Provide a recessed baby changing station that complies with ASTM F2285, BS EN 12221:2008 or country recognized safety equivalent in the unisex toilet, if not one must be provided in both the men and women's restroom. Baby changing stations are required in lobby and pool area public restrooms.

2503.00.H.3 Washbasin Required Items

The following items are required at the washbasin:

2503.00.H.3.a Decorative, freestanding facial tissue dispensers, one per every two washbasins.

2503.00.H.3.b Built-in liquid soap dispenser at each washbasin with reservoir below counter and spout that extends beyond the edge of the bowl. The dispenser must be automatic when touchless faucets are provided.

2503.00.I Not Applicable to this Brand

2503.00.J Not Applicable to this Brand

2503.00.K Exhaust Ventilation

Exhaust Ventilation

2503.00.K.1 Interlock Toilet Exhaust

For multi-stall restrooms, interlock toilet exhaust fan with an air handling system that provides makeup air for the exhaust air volume. Operate fans continuously.

2503.00.K.2 Negative Toilet Exhaust

Maintain the toilet room negative with respect to adjacent areas by exhausting ten percent more air flow than is supplied directly to the room.

2503.00.L Plumbing

Plumbing

2503.00.L.1 Not Applicable to this Brand

2503.00.L.2 Not Applicable to this Brand

2503.00.L.3 Exposed Plumbing

Exposed plumbing must be chrome-plated.

2503.00.L.4 Water Closet Material

Water closets must be vitreous china, wall mounted, low flow, with elongated bowls and a touchless flush valve.

2503.00.L.5 Not Applicable to this Brand

2503.00.L.6 Water Closet Seats

Water closet seats must match fixture color, be solid plastic, open front, self-sustaining and slow closing.

2503.00.L.7 Urinal Material

Urinals must be vitreous china with a touchless flush valve.

2503.00.L.8 Not Applicable to this Brand

2503.00.L.9 Faucets

Provide commercial grade touchless faucets at each wash basin. Faucets must be plated brass and manufactured by nationally known manufacturers. All fixtures must be low-flow type.

2503.00.M Vanity

Vanity

2503.00.M.1 Not Applicable to this Brand

2503.00.M.2 Wash Basin Material

Wash basins must be vitreous china under-mount bowls with an overflow design as a minimum. Alternative designs are allowed but require approval.

2503.00.M.3 Top/Splash Material

Vanity top and splashes must be a solid surface or stone material compliant with Section 2515.04.

2503.00.M.4 Not Applicable to this Brand

2503.00.M.5 Concealed Piping

Vanity skirt or removable panel must conceal piping from guest view

2503.00.N Electrical

Electrical

2503.00.N.1 Lights

Lights must be key switched or have occupancy sensors with a 30 minute delay before switching off. If sensors are used, a single entry light must remain on at all times in multi-stall restrooms.

2503.00.N.2 Not Applicable to this Brand

2503.00.N.3 Egg Crate Lighting

Egg crate lighting is not allowed.

2503.00.N.4 Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2503.00.N.5 Power Outlets

Two GFCI/ELCB/RCCB (or equal) power outlets (socket outlets) are allowed. When provided they must be located on a sidewall of the wash basin.

2503.00.O FF&E

Furnishings, Fixtures and Equipment

2503.00.O.1 Mirror

Mirrors are required over the wash basins. Mirror may be backlit and frameless.

2503.00.O.2 Line of Sight

Direct line of sight via mirror reflection into restrooms is prohibited.

2503.00.O.3 Full Length Mirror

Provide a decorative, full length mirror near the restroom entrance.

2503.00.O.4 Artwork

Framed artwork is required.

2504.00 Food And Beverage

Refer to Section 2514.00, Technical Criteria, and Section 2515.00, Furnishings Fixtures and Equipment, for requirements applicable to this Section.

2504.01 Food Prep/ Kitchen

2504.01.A Professional Kitchen Consultant

All kitchens must be designed by a professional kitchen consultant and approved by Hilton.

2504.01.B Food Prep Area Location

The kitchen must be located to permit the least possible travel distance between food pick-up and the restaurant. If the banquet kitchen is located within the same zone, the combined area must be located as equidistant from banquet/meeting rooms and restaurant area as possible.

2504.01.C Receiving Area Access

Provide direct access from the receiving area to kitchen storage and preparation area.

2504.01.D Team Member Dining Access

Provide convenient access from the kitchen to the team member dining area.

2504.01.E Room Service Access

When room service is provided, provide room service in kitchen with convenient access to the pick-up area and beverage stations.

2504.01.F Assembly Area & Storage

Provide storage for room service carts adjacent to or under the work counter.

2504.01.G Room Service to Elevator Access

Provide convenient access from the room service area to the service elevators/lifts.

2504.01.H Lounge and Pantry Access

Provide secondary access from the kitchen to the lounge and pantries.

2504.01.I Kitchen Work Aisles

Kitchen work area aisles must be a minimum of 3'-6"/1.1 m wide. Aisles in the primary cooking/chef's area must be a minimum 3'-0"/900 mm wide. Provide additional clearance in front of ovens and large cooking equipment.

2504.01.J Direct Sight Lines

Direct sight lines are unacceptable between the kitchen and any guest area, except for display cooking areas.

2504.01.K Transition Zones

The transition zones between public and back of house areas must act as sound, light and visual filters between these areas. These transition zones must employ compatible and transitional lighting levels and colors, paint and finish materials and screening mechanisms to filter views and sounds from back of house areas.

2504.01.L Multi Level Facilities

If food and beverage and banquet facilities must be provided on more than one level of the hotel, provide convenient access from the kitchen by both service elevator(s)/lift(s) and a stair.

2504.01.M Cross Traffic

Avoid cross traffic between dishwashing and other kitchen functions.

2504.01.N Soiled Dishes/Storage Space

Provide space in the dishwashing area for the breakdown of soiled dishes and the storage of dish carts and dollies.

2504.01.O Not Applicable to this Brand

2504.01.P Doors

2504.01.P.1 Not Applicable to this Brand

2504.01.P.2 Kitchen receiving doors must have a lockset, kick plate and door closer with magnetic hold open feature.

2504.01.P.3 Kitchen serving doors must be securable and have push/pull plates, kick plates and door closers.

2504.01.Q Finish Options - Food Prep/ Kitchen

2504.01.Q.1 Floor: Quarry tile (minimum 6"/150 mm x 6"/150 mm), porcelain tile (minimum 12"/300 mm x 12"/300 mm), epoxy-screed concrete floors, poured resinous flooring system. Non-slip pads in high traffic areas.

2504.01.Q.1.a Kitchen floors must be installed in a two-inch mortar bed. Extend kitchen floor finish into walk-in coolers.

2504.01.Q.1.b Where kitchens are located over other habitable spaces, provide a waterproof membrane and floating slab floor construction.

2504.01.Q.1.c Slope all floors to drain.

2504.01.Q.1.d All floor transitions must be flush to facilitate cart movement and avoid tripping hazards.

2504.01.Q.1.e Base (minimums): 4"/100 mm quarry tile, porcelain tile, through body synthetic. Tile base must be matching, sanitary and coved when possible.

2504.01.Q.2 Wall: Epoxy paint, porcelain tile, natural stone, fire-resistant extruded PVCu seamless wall cladding

2504.01.Q.2.a The walls must be a minimum fiberboard reinforced plastic, porcelain tile. Walls behind the cooking and dishwashing areas must be of masonry construction or full-height tile, stainless steel or fiberglass-reinforced panels. All joints must be sealed. All walls must meet code requirements and have a washable finish.

2504.01.Q.2.b Provide stainless steel or rubber corner guards and wall railings at columns and wall outside corners subject to damage from cart traffic.

2504.01.Q.3 Ceiling: Washable ceiling tile, paint on gypsum

2504.01.Q.3.a Minimum clear ceiling height in all kitchen areas is 10'-0"/3.0 m.

2504.01.R Countertop Materials

Provide straight turn down edges and overhangs on fabricated counters and tables to permit a tight seal with adjacent equipment.

2504.01.S Not Applicable to this Brand

2504.01.T Required Accessories

Provide waste receptacle, stainless steel towel dispenser and soap dispenser at hand wash basin in kitchen.

2504.01.U Mechanical

2504.01.U.1 Refrigerated Rooms

2504.01.U.1.a Locate all air-cooled refrigeration equipment remote from the equipment they serve where heat can be dissipated to the outdoors. Protect outdoor equipment with weather protection and screen from guest view.

2504.01.U.1.b Locate water-cooled refrigeration equipment with service access.

2504.01.U.1.c Provide temperature monitoring with building automation system.

2504.01.U.2 Air Conditioning

2504.01.U.2.a Provide air conditioning and ventilation to comply with the conditions listed in Section 2514.06, Environmental Conditions Matrix.

2504.01.U.2.b Design kitchen ventilation systems to comply with NFPA 96 (www.nfpa.org), including: interlock of supply and exhaust fans, grease exhaust duct systems, hood design, hood fire extinguishing systems, gas control valves, and manual shut off devices.

2504.01.U.2.c Fabricate dishwasher exhaust ducts from aluminum or stainless steel, sloped back to the capture hood.

2504.01.V Plumbing

2504.01.V.1 Grease Interceptors

2504.01.V.1.a Provide dual grease interceptors located outdoors in an area serviceable without disruption of normal activities, and out of guest view.

2504.01.V.1.b Use metallic piping for all underground piping upstream of the grease interceptor. Plastic piping is not acceptable.

2504.01.V.1.c Comply with local codes regarding size and location.

2504.01.V.1.d Connect water wash exhaust hoods drain line with air gap directly to grease waste and not through floor drain or basin.

2504.01.V.2 Floor Drains/Basins

2504.01.V.2.a Provide floor drains/basins with removable baskets or grates at all locations where indirect waste receptors are required.

2504.01.V.2.b Provide above the floor, porcelain enameled, cast iron basins that are suitable for food service installations.

2504.01.V.2.c Provide chrome-plated brass floor drains for all areas not requiring indirect waste receptors. All areas must be provided with drainage to centralized floor drains.

2504.01.V.3 Trough Drains

2504.01.V.3.a Provide where required by equipment locations.

2504.01.V.3.b Construct trough and grate of fiberglass or stainless steel.

2504.01.V.3.c Limit grate opening size to 1"/25 mm by 1"/25 mm.

2504.01.V.3.d Install trough drain along front of ice machines and extend 6"/150 mm on both sides of the machine opening.

2504.01.V.4 Provide hot and cold hose valves, hose with reel and floor drain in the prep area.

2504.01.V.5 Provide floor mounted mop basin with strainer and cold water hose valve in dishwashing area.

2504.01.V.6 Provide hot water supply to the dishwasher at a minimum of 140 °F/60 °C.

2504.01.V.7 Provide a hot water softening system when water supply hardness exceeds five grains.

2504.01.V.8 Provide a plumbed emergency eye wash station that complies with ANSI/ISEA Z358.1-2009 (www.ansi.org) or country recognized safety equivalent with floor drain in the kitchen.

2504.01.V.9 Provide a water fill hose adjacent to or above four-burner ranges and hot tops.

2504.01.W Janitor's Closet

Provide a janitors closet in or adjacent to the kitchen. Janitor's closet must have a mop wash basin, supply shelf and a mop and broom holder.

2504.01.X Electrical

2504.01.X.1 Lighting

2504.01.X.1.a Provide recessed fluorescent, vapor-proof fixture with warm white lamps.

2504.01.X.1.b Not Applicable to this Brand

2504.01.X.1.c Not Applicable to this Brand

2504.01.X.1.d Refer to Section 2514.08 for minimum light level requirements.

2504.01.X.2 Power

2504.01.X.2.a Power outlets (socket outlets) must be provided to suit the installed equipment with an additional general purpose power outlets (socket outlets).

2504.01.X.2.b Protect all power outlets (socket outlets) in kitchen with GFCI/ELCB/RCCB or equal circuits.

2504.01.X.2.c Provide two power outlets (socket outlets) for the following locations:

2504.01.X.2.c.1 Banquet food carts.

2504.01.X.2.c.2 Clock located at 7'0"/2.1 m above the floor, and visible from cooking line and pickup area.

2504.01.X.2.c.3 Point of sale equipment locations for room service, pick-up area, beverage stations and/or service stands require a minimum of four power outlets (socket outlets) and two data outlets.

2504.01.X.2.c.4 Caller display unit in-room service.

2504.01.X.2.c.5 General cleaning.

2504.01.X.2.c.6 All kitchen equipment needing power.

2504.01.X.2.d Provide stainless steel cover plates for all electrical devices in kitchen.

2504.01.Y Technology

2504.01.Y.1 Not Applicable to this Brand

2504.01.Y.2 Provide a telephone outlet for a wall mounted house telephone in the kitchen area.

2504.01.Y.3 Provide a telephone outlet for a minimum two-line telephone with calling number display in-room service.

2504.01.Y.4 Provide four telephone outlets and data ports at all cash register/point of sale terminals requiring credit card verification.

2504.01.Z Equipment

2504.01.Z.1 Provide for the following commercial grade equipment:

2504.01.Z.1.a Provide hand washbasin in each food prep area or as required by code, complete with stainless steel back splash, soap and towel dispenser.

2504.01.Z.1.b Not Applicable to this Brand

2504.01.Z.1.c Not Applicable to this Brand

2504.01.Z.1.d Not Applicable to this Brand

2504.01.Z.1.e All convection ovens must have solid stainless steel doors (doors with glass panels are allowed).

2504.01.Z.1.f Not Applicable to this Brand

2504.01.Z.1.g Not Applicable to this Brand

2504.01.Z.1.h Provide both flaked and small cube water-cooled ice machines.

2504.01.Z.1.i Not Applicable to this Brand

2504.01.Z.1.j Not Applicable to this Brand

2504.01.Z.1.k Not Applicable to this Brand

2504.01.Z.1.l Provide isolating individual runs to service the soda dispensing system without shutting down entire system. Do not mount equipment on the floor. Provide exhaust for system if unit is mechanically refrigerated and has an air-cooled compressor.

2504.01.Z.1.m All equipment must have NSF, Underwriters Laboratories or CE labels or code-approved equivalent.

2504.01.Z.2 Not Applicable to this Brand

2504.01.Z.3 Kitchen hoods must be a minimum of 6'-6"/2.0 m above the finished floor.

2504.01.Z.4 Refer to 2516.03.E for kitchen hood and duct protection requirements.

2504.01.Z.5 Kitchen hoods must exhaust on average 350 ft² per minute/linear foot or 2,000 m² per hour/linear meter. The following must be taken into consideration in calculating specific exhaust requirements:

2504.01.Z.5.a Type, energy source and use of equipment below the hood.

2504.01.Z.5.b Position of equipment below the hood.

2504.01.Z.5.c Style and geometry of the hood.

2504.01.Z.5.d Introduction method for the kitchen make-up air.

2504.01.Z.6 Kitchen hoods must be tested for proper operation after installation of all pertinent equipment is complete.

2504.01.Z.7 Heavy duty cooking equipment must be on legs with wheels to allow utility service and fire protection disconnects.

2504.01.Z.8 Use grease extractor hoods except where the use of natural wood broilers requires water wash. Hotels over 500 rooms require water wash hoods.

2504.01.Z.9 Provide flush/recessed handles and controls for all fabricated equipment.

2504.01.Z.10 Not Applicable to this Brand

2504.01.Z.11 Tilting brazing pans must be gas heated.

2504.01.Z.12 Provide 18"/450 mm deep pick-up shelf with triple warming lamps at food pick-up areas.

2504.02 Food And Beverage Storage

2504.02.A Food & Beverage Storage

Food and beverage storage must be laid out by a professional kitchen consultant and approved by Hilton.

2504.02.B Not Applicable to this Brand

2504.02.C Not Applicable to this Brand

2504.02.D Food Storage Areas

Food storage areas must be centrally located between the receiving area and the preparation area, but separate from the chef's coolers and banquet prep area.

2504.02.E Beverage Dispensing Equipment Room

The beverage dispensing equipment room must be centrally located to the required dispensing points.

2504.02.F Food & Beverage Supplies Storage

Food and beverage supplies must be kept either on steel shelving in open racks, in boxes in the screened-in bulk storage area or in cold storage in the refrigerators or freezers.

2504.02.G Bulk Unprepared Food Storage

Bulk unprepared food, both dry and refrigerated, must be stored separately from issued and prepared food.

2504.02.H Finish Options - Food & Beverage Storage

Finish Options - Food & Beverage Storage

2504.02.H.1 Floor: Quarry tile (6"/150 mm x 6"/150 mm), epoxy-screed concrete floors within beer cooler/cellars laid to fall with central floor drain.

2504.02.H.1.a Base (minimum): 4"/100 mm quarry tile, through body synthetic

2504.02.H.2 Wall: Paint, FRP

2504.02.H.2.a Provide metal or rubber corner guards and wall railings at columns and wall outside corners.

2504.02.H.3 Ceiling: Washable ceiling tile, paint on gypsum

2504.02.H.3.a Storerooms must have a minimum clear ceiling height of 9'-0"/2.75 m.

2504.02.H.3.b The ceilings over refrigerated rooms must be insulated.

2504.02.I Liquor/Wine Storage

2504.02.I.1 Liquor and wine must be kept in a separate locked storeroom with a cool area for wine storage.

2504.02.I.2 The wine storage area must be professionally designed to store and maintain wine at its ideal temperature. The size of the facility is dependent upon the size of the beverage offering.

2504.02.I.3 The liquor and wine storage area must be located with convenient access to the restaurant and bar. Convenient access must also be available from the banquet service corridor, the lounge and the kitchen service bar. Liquor storage must be located adjacent to the primary service circulation and within reasonable proximity of the receiving area.

2504.02.I.4 Provide only one securable point of access to the liquor storage area.

- 2504.02.I.5 Entrance door must be fire rated, a minimum width of 4'-0"/1.2 m and include a lockset, kick plate and closer with hold open feature.
- 2504.02.I.6 Provide a removable core lock cylinder that is not on the building master keying system for the entrance door to the liquor storage area.
- 2504.02.I.7 Partitions surrounding the liquor storage area must extend and be secured to the underside of the structure above.
- 2504.02.I.8 Floor drains are required.
- 2504.02.I.9 Provide light fixtures with vapor proof diffusers. Refer to Section 2514.08 for minimum light level requirements.

2504.02.J Cellar

- 2504.02.J.1 A secure refrigerated storage facility, a cellar, must be provided when required by local market.
- 2504.02.J.2 The cellar area must be professionally designed to hold beer cases, ale kegs, post mix syrups, carbonators, associated dispensing lines, pumps, gas bottles, an area to restrain CO₂ gas cylinders, etc.
- 2504.02.J.3 The cellar must be located adjacent to service corridors and an external door (where possible) for delivery purposes. It must be conveniently located to the bar to minimize dispensing lines.
- 2504.02.J.4 Entrance door must be fire rated, a minimum width of 4'-0"/1.2 m and include a lockset, kick plate and closer with hold open feature.
- 2504.02.J.5 Area must include beverage storage rack units.
- 2504.02.J.6 Insulation must be provided at the walls and ceilings with a vapor barrier on the warm side.
- 2504.02.J.7 Provide air conditioning and ventilation compliant with the conditions listed in Section 2514.06 Environmental Conditions Matrix.
- 2504.02.J.8 Provide a low-level mop sink with hot and cold water.
- 2504.02.J.9 A floor drain must be provided.
- 2504.02.J.10 Provide light fixtures with vapor proof diffusers. Refer to Section 2514.08 for minimum light level requirements.

2504.02.K Walk-ins

- 2504.02.K.1 Locate the walk-in refrigerator within the storage area.
- 2504.02.K.2 Provide modular, prefabricated walk-in refrigerators and freezers with field-installed, 4"/10 cm, urethane sheet foam insulation, vapor-proof light fixtures, exterior thermostats and high temperature alarm system. Condensate runs and other piping must be run on the exterior of the box.
- 2504.02.K.3 Walk-in boxes must be a minimum of 8'-3"/2.2 m high. Provide an integral bulkhead or a gypsum board bulkhead from the top of the box to the underside of the ceiling or structural deck above.
- 2504.02.K.4 Walk-in boxes must be specified without prefabricated floors. Recess and insulate building floor slab below. Isolate all refrigerator and freezer floor slabs from surrounding area. Raised floors in walk-ins and ramps must not protrude into the main circulation path.
- 2504.02.K.5 Provide floor recess for door heaters in walk-in boxes.
- 2504.02.K.6 Doors on walk-in boxes must have a minimum 12"/300 mm wide x 16"/400 mm high vision panel. Do not provide reach-in doors.
- 2504.02.K.7 Walk-in box entrance doors must be a minimum of 3'-6"/1.1 m wide and have lockset, kick plate, and closer with hold open feature.
- 2504.02.K.8 Provide escape hardware on inside of the walk-in box entrance door.

2504.02.K.9 Shelving in walk-in refrigerators must consist of approximately 1/3 full height shelving, 1/3 dunnage racks and 1/3 open area. Place full height shelving to rear of refrigerator.

2504.02.K.10 Size condensing units and evaporator coils for walk-in boxes to operate refrigerator at +35 °F/1.6 °C and freezer at -10 °F/-23 °C.

2504.02.K.11 Provide shielded vapor-proof ceiling lights in walk-in boxes. All conduit runs must be on the exterior of the box except the drop to the switch. Provide three way switches for boxes with two or more doors.

2504.02.L Electrical

2504.02.L.1 All large compressors must be remotely located from the equipment they service, either rack-mounted in an adjacent compressor room or clustered on the roof above in a weatherproof enclosure and screened from guest view.

2504.02.L.2 Provide a separate circuit for each compressor or each packaged compressor system that incorporates on-board distribution wiring.

2504.02.L.3 Provide a minimum of two power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center and two convenience power outlets (socket outlets) at the entrance of each storage area.

2504.02.L.4 Provide a telephone outlet.

2504.02.L.5 Refer to Section 2514.08 for minimum light level requirements.

2504.03 Restaurant

2504.03.A Restaurant Requirements

A full-service three meal restaurant is required.

2504.03.B Restaurant Concepts

All restaurant concepts must be approved by Hilton.

2504.03.C Seating Requirements

The restaurant must have seating equal to 40 percent of the key count not to exceed 375 seats. Hotels with key counts in excess of 900 will require review for placement of additional outlets. Hilton reserves the right to adjust seating requirements dependent upon local market conditions.

2504.03.D Not Applicable to this Brand

2504.03.E Not Applicable to this Brand

2504.03.F Not Applicable to this Brand

2504.03.G Server Stations/POS Stations

The restaurant must have concealed server stations, point of sale stations and kitchen access.

2504.03.H Restroom Proximity

Restrooms must be within close proximity of the restaurant and be separate from the hotel lobby public restrooms.

2504.03.I Not Applicable to this Brand

2504.03.J Coatroom

Provide a coatroom, where climate conditions dictate the use of coats.

2504.03.K Door Width

Restaurant doors must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high.

2504.03.L Handrails

Handrails must be installed at all raised floor areas except where seating/planters act as barriers. Handrails must be installed at all steps along with appropriate step lighting.

2504.03.M Host/Hostess Station

The restaurant must have a designated host/hostess station located at the entrance. The face of the station must be finished with natural wood, tile, marble or approved decorative material.

2504.03.N Natural Daylight

Provide natural daylight where possible while avoiding glare and excessive heat.

2504.03.O Finish Options - Restaurant

2504.03.O.1 Floor: Carpet (broadloom), wood - tongue and groove, porcelain tile, natural stone

2504.03.O.1.a Base (minimums): 6"/150 mm wood, 4"/100 mm porcelain tile, natural stone

2504.03.O.2 Wall: Vinyl wallcovering, paint, natural stone, porcelain tile, wood panels or special finish (special approval required)

2504.03.O.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2504.03.O.3.a Acoustic ceiling tile must be spineless, tight grid with smooth, large acoustical panels or 4'-0 x 4'-0"/1.2 m x 1.2 m acoustic ceiling tile, (30 percent maximum)

2504.03.O.3.b Minimum ceiling height is 10'-6"/3.2 m.

2504.03.P Not Applicable to this Brand

2504.03.Q Not Applicable to this Brand

2504.03.R Top Surface Material

Top surfaces of counters, buffets, bars and host/hostess stations must be a material that complies with Section 2515.04. If bar tops are wood, they must have a polyurethane finish.

2504.03.S Electrical

2504.03.S.1 Not Applicable to this Brand

2504.03.S.2 General lighting in the restaurant must be concealed, energy efficient light fixtures with electronic dimming controls by function zones. Dimmer controls must have a minimum four-scene preset setting. Locate the dimmer control panel near the host/hostess area. Dimmer panels must be concealed from guest view and linked with the building automation system if they are not located in a remote structure.

2504.03.S.3 Restaurant must have decorative lighting.

2504.03.S.4 Not Applicable to this Brand

2504.03.S.5 All steps must be illuminated for safety.

2504.03.S.6 Refer to Section 2514.08 for minimum light level requirements.

2504.03.S.7 Not Applicable to this Brand

2504.03.S.8 Not Applicable to this Brand

2504.03.S.9 Provide four power outlets (socket outlets) and four data/telephone outlets at each service station.

2504.03.S.10 Not Applicable to this Brand

2504.03.S.11 The host/hostess stand must have a telephone outlet, data port, and power outlets (socket outlets).

2504.03.T Furnishings, Fixtures and Equipment

2504.03.T.1 Seating must comply with the following:

2504.03.T.1.a Seating must be manufacturer's commercial grade.

2504.03.T.1.b Chair seats and backs must be upholstered with commercial grade fabric.

2504.03.T.1.c Stack chairs and folding banquet tables or temporary tables are not permitted in the restaurant.

2504.03.T.2 Dining tables must comply with the following:

2504.03.T.2.a Not Applicable to this Brand

2504.03.T.2.b Not Applicable to this Brand

2504.03.T.2.c Not Applicable to this Brand

2504.03.T.2.d Dining tabletops must be a material that complies with Section 2515.04.

2504.03.T.2.e Table base must be designed to support tabletops without tipping over easily when weight is applied to one side and must have self leveling capabilities or use a flat-technology to avoid rocking and tipping. Table base must have gliders.

2504.03.T.3 Provide a counter that seats a minimum of 10.

2504.04 Café/Bar

2504.04.A Bar Definition & Location

A bar is defined as a permanent, stand alone establishment, enclosed separately from public spaces such as the lobby. The bar includes the bar counter and associated seating (dining and lounge).

2504.04.B Lobby Bar Definition & Location

A lobby bar is defined as an open area bar positioned within the lobby area. The lobby bar transitions throughout the day as necessary – serves coffee in morning, drinks in evening. The lobby bar includes the bar counter and associated seating (dining and lounge).

2504.04.C Not Applicable to this Brand

2504.04.D Not Applicable to this Brand

2504.04.E Bar Counter

A bar counter is the millwork fixture and any associated back counters and equipment. Seating is not included.

2504.04.F Non-Seating Bar

Hotels are required to have either a bar or lobby bar as a minimum.

2504.04.G Bar Location

The location of the bar must be convenient to the guestrooms and have access to the kitchen, where food service is anticipated. Provide direct exterior access for the general public where possible.

2504.04.H Not Applicable to this Brand

2504.04.I Not Applicable to this Brand

2504.04.J Seating Quantity Requirements

Provide seating of 25 percent (30 percent if convention center facility) of key count at the lobby bar and bar combined. Hilton reserves the right to require more seating dependent upon local market conditions.

2504.04.K Cocktail Station

Provide one cocktail station for every 30 seats in the bar.

2504.04.L Bartender's Station

Provide one bartender's station for every 50 seats in the bar.

2504.04.M Doors

Entrance doors must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high.

2504.04.N Hanging Glassware

Do not locate continuous hanging glassware racks over customers' heads at bars.

2504.04.O Coatroom

Provide a coatroom, where climatic conditions dictate the use of coats.

2504.04.P Raised Floor Handrails

Handrails must be installed at all raised floor areas except where seating/planters act as barriers.

2504.04.Q Step Handrails

Handrails must be installed at all steps along with appropriate step lighting.

2504.04.R Back/Service Bar

Service Bar

2504.04.R.1 Not Applicable to this Brand

2504.04.R.2 Provide a separate designated service bar area that is concealed when not in use.

2504.04.R.3 Provide rolling counter shutters or lockable doors at pass-through windows of service bars. Shutter must be controlled from within the service bar.

2504.04.R.4 Provide locked storage cabinets that are in the public view that are designed to be aesthetically composed when in a closed condition and fully compatible with the rest of the restaurant public area finishes.

2504.04.S Finish Options - Bar/Lounge

2504.04.S.1 Floor: Porcelain tile, natural stone, wood - tongue and groove, carpet (broadloom)

2504.04.S.1.a Base (minimums): 6"/150 mm wood - stain grade, 4"/100 mm porcelain tile, natural stone

2504.04.S.2 Wall: Paint, vinyl wallcovering, natural stone, porcelain tile, wood panels or special finish (special approval required)

2504.04.S.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2504.04.T Bussing/Server Stations

Server stations, when provided, must be concealed.

2504.04.U Back Bar Millwork Requirements

The bar must comply with the following:

2504.04.U.1 The bar counter must be a permanent fixture.

2504.04.U.2 The bar counter front finish must be wood, tile, stone or other approved material. Bar top must be a material that complies with Section 2515.04.

2504.04.U.3 Not Applicable to this Brand

2504.04.U.4 A 36"/900 mm hard surface apron is required around the base of the bar counter.

2504.04.V Not Applicable to this Brand

2504.04.W Mechanical/Plumbing

2504.04.W.1 If smoking is allowed, provide smoke removal system for any recirculated air, or dedicated exhaust system to maintain indoor air quality.

2504.04.W.2 Provide a wash basin, soap and towel dispenser and trash receptacle in each work area, or as required by local code.

2504.04.W.3 Provide a covered floor drain behind each bar counter. Slope floor to drain.

2504.04.W.4 Provide at least one plumbed glass washing station.

2504.04.X Electrical

2504.04.X.1 General lighting in the lobby bar must be recessed light fixtures supplemented with indirect and decorative lighting fixtures. Dimmer controls must have a preset four scene setting with a minimum of three zones. Locate the dimmer control panel at the main cocktail bar. Dimmer panels must be concealed from guest view.

2504.04.X.2 Not Applicable to this Brand

2504.04.X.3 Refer to Section 2514.08 for minimum light level requirements.

2504.04.X.4 Provide convenience outlets for guest use.

2504.04.X.5 Provide point of sale terminals at bartenders' and/or servers' pick-up stations.

2504.04.X.6 Provide two power outlets (socket outlets) above back splash at each cocktail station.

2504.04.X.7 Provide four power outlets (socket outlets) with dedicated power and conduit for each point of sale terminal and an additional two power outlets (socket outlets).

2504.04.X.8 Provide an outlet for one wall mounted house telephone, mounted below the bar counter and one at each service bar. Provide four data/telephone outlets at each point of sale terminal.

2504.04.Y Television Requirement

Provide a minimum of two wall mounted HDTVs at the bar counter area. Televisions must be incorporated into the bar millwork close to the ceiling. Televisions must comply with the sizes and specifications provided in Sections 1706.00 and 2514.09.

2504.04.Z Furnishings, Fixtures and Equipment

2504.04.Z.1 Seating and upholstery must be commercial grade.

2504.04.Z.2 Not Applicable to this Brand

2504.04.Z.3 Tables must comply with the following:

2504.04.Z.3.a Not Applicable to this Brand

2504.04.Z.3.b Not Applicable to this Brand

2504.04.Z.3.c Not Applicable to this Brand

2504.04.Z.3.d Tabletops must be a material that complies with Section 2515.04. Table base must be designed to support tabletops without tipping over easily when weight is applied to one side and must have self leveling capabilities or use a flat-technology to avoid rocking and tipping.

2504.05 Not Applicable to this Brand

2504.06 Not Applicable to this Brand

2504.07 Café

2504.07.A Café Requirement

The café is optional. It is a quality, self service limited menu restaurant. The size of the café is market driven, but the total number of café seats must never be less than sixteen. Hilton must review and approve each plan based on local market demands/requirements.

2504.07.B Not Applicable to this Brand

2504.07.C Not Applicable to this Brand

2504.07.D Doors

Restaurant doors must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high.

2504.07.E Concealed Bussing Stations

Provide concealed bussing stations and waitress stations.

2504.07.F Not Applicable to this Brand

2504.07.G Finish Options - Café

Finish Options - Cafe

2504.07.G.1 Floor: Wood - tongue and groove, porcelain tile, natural stone, marble/granite

2504.07.G.1.a Base (minimums): 6"/150 mm wood - stain grade, porcelain tile, natural stone

2504.07.G.2 Wall: Vinyl wallcovering, paint, natural stone, porcelain tile, wood panels or special finish (special approval required)

2504.07.G.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2504.07.H Top Surface Material

Top surfaces of counters and buffets must be a material that complies with [Section 2515.04](#).

2504.07.I Adjustable Lighting Levels

Lighting must provide adjustable intensity levels.

2504.07.J General Lighting

General lighting must be recessed light fixtures with dimmer controls by function zones. Dimmer controls must have a preset four-scene setting with a minimum of three zones. Locate the dimmer control panel behind the counter concealed from guest view.

2504.07.K Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2504.07.L Electrical/Data Connections

Provide four electrical and four data/telephone connections for point of sale system.

2504.07.M Convenience Outlets

Provide convenience outlets for guest use at fixed seating locations.

2504.07.N Furniture, Fixtures and Equipment

2504.07.N.1 Seating must be manufacturer's commercial grade.

2504.07.N.2 Tabletops must be a material that complies with Section 2515.04.

2504.07.N.3 Table base must be designed to support tabletops without tipping over easily when weight is applied to one side and must have self leveling capabilities or use a flat-technology to avoid rocking and tipping.

2504.07.N.4 Stack chairs and folding banquet or temporary tables are not permitted.

2504.08 Buffet

2504.08.A Breakfast Buffet Requirement

A breakfast buffet is required for hotels having a single food and beverage outlet (three meal restaurant) and/or with limited banquet space (under 500 ft²/46 m²) and daily cover counts in excess of 75 cover per day on average. The breakfast buffet bar or counter must be located in the hotel's primary restaurant facility, with convenient access to the back of house kitchen or pantry. Sliding doors or partitions must be utilized and match the design and decor of the restaurant interior.

2504.08.B Design Approval

Detailed design approval is required.

2504.08.C Buffet Counter Sections

Buffet counters must ensure safe food handling and accommodate brand operating breakfast standards. Adequate space must be in place for the required food zones.

2504.08.D Not Applicable to this Brand

2504.08.E Breakfast Buffet Equipment

Breakfast buffet counters must include cold handling units/drop in frost tops, hot wells, hot holding units/induction buffet warmers, cook to order station for omelets and waffles or a carving station (optional), and toaster as determined by layout. Below counter areas of the breakfast bars or counters must include storage space for plates/bowls, bus boxes, wash basins, refuse receptacles, and refrigerated storage and drop in equipment as determined by layout. In all cases, final configuration must allow for ventilation and easy access for cleaning.

2504.08.F Not Applicable to this Brand

2504.08.G Built-in Millwork & Countertop

For hotels with a built-in unit, the breakfast buffet must have a custom millwork face and a solid surface counter at 34"/865 mm above the finished floor that compliments the interior design and restaurant finishes. The top surface material must comply with Section 2515.04.

2504.08.H Hand Wash Sink

A hand wash sink with hot and cold running water should be provided for a cooked to order station, in any new construction, if required by local code.

2504.08.I Access Panels

Access panels for service must match adjacent finishes.

2504.08.J Concealed Wiring/Plumbing

All wiring, plumbing and waste lines must be concealed within service chase inside the cabinet construction.

2504.08.K Finish Options - Buffet

2504.08.K.1 Floor: Carpet (broadloom), wood - tongue and groove, porcelain tile

2504.08.K.1.a Base (minimums): 6"/150 mm wood, 4"/100 mm porcelain tile, natural stone

2504.08.K.1.b When carpet is utilized for the flooring in the buffet serving area a decorative hard surface must extend 24" – 36"/600 mm – 900 mm in front of the food service counter.

2504.08.K.2 Wall: Vinyl wallcovering, paint, hard surface, porcelain tile, wood panels or special finish (special approval required)

2504.08.K.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2504.08.L Electrical

2504.08.L.1 Color/food enhancing lighting must be provided above the buffet food display and work areas. All lighting above the chilled displays must be fluorescent or LED fixtures and must have a dedicated on/off switch.

2504.08.L.2 Provide power outlets (socket outlets) for all kitchen equipment and convenience power outlets (socket outlets).

2504.08.L.3 All power outlets (socket outlets) must be provided with GFCI/ELCB/RCCB or equal protection.

2504.08.L.4 All electrical must be compliant with current IEE regulations or the requirement of the country of installation.

2504.08.L.5 The counters, where required by code, must be fitted with a mains distribution board or appropriately sized electrical panel with local isolation at the point of display.

2504.08.L.6 All display, both heated and chilled, must be fitted with local isolation switch and digital controller/display (heated and chilled) or simmer-stat (hot counters) on a control panel concealed within the counter behind a door on a touch latch to prevent tampering.

2504.08.L.7 **Not Applicable to this Brand**

2504.08.L.8 All lighting above the hotplates must be push fit quartz lamps, 300 or 500 watt type, with infinitely variable controllers.

2504.08.L.9 Refer to Section 2514.08 for minimum light level requirements.

2504.08.M Furniture, Fixtures and Equipment

2504.08.M.1 Buffet unit or exhibition cooking counter must have all necessary equipment specified by kitchen consultant as approved by the Operator and Hilton.

2504.08.M.2 Refer to Section 1100.00 – Food and Beverage for required display equipment.

2504.08.M.3 Induction chafing dishes must be counter top induction ready dishes with a 6-3/4 quart/6.5 litre minimum capacity. The induction/burners must be mounted in counter or under mounted below the chafer. The induction controllers must be mounted behind the valance panel within 3'-0"/1 m of the hob (or mounted below from the framework on a hinge down mechanism). Warmers/burners must be easily accessible for service and maintenance. Chafing dishes with open flame are allowed for exterior usage only.

2504.08.M.4 Chafers or other food cooking/warming units using liquid, gel or gas fuel and producing an open flame are not permitted. Induction warming or cooking unit systems must be used. Proper cold holding units for food displays must be used and must maintain temperatures consistent with local health regulations.

2504.08.M.5 The induction hobs must be mounted below the counter surface and suspended from the counter framework. Hobs must be easily accessible for service and maintenance.

2504.08.M.6 Regional health codes must be adhered to when designing, specifying, and installing buffet stations or equipment.

2504.08.M.7 All equipment must have NSF, Underwriters Laboratories, or CE labels or other local code equivalent.

2504.08.N Buffet Specifications

2504.08.N.1 Worktops

2504.08.N.1.a All worktops must be constructed using a Hilton approved solid surface material.

2504.08.N.1.b All worktop edges must have a 1-1/2"/40 mm square polished edge and be radiused to 1/10"/3 mm.

2504.08.N.1.c Worktops must extend a minimum of 1-1/2" / 40 mm past vertical millwork faces to prevent moisture damage to vertical surfaces.

2504.08.N.1.d Selected solid surfaces must be installed using the manufacturer's recommended installation guidelines. Solid surfaces must be heat resistant to 212°F/100°C and cold resistant to 32°F/0°C to prevent damage and warping.

2504.08.N.1.e All up stands to the rear and ends (back and side splashes) must be fabricated in the identical material as the worktop 4"/100 mm high minimum.

- 2504.08.N.1.f All holes formed in the worktop to receive drop-in items must have polished edges and all cable ports must have black plastic cable management inserts or grommets.
- 2504.08.N.1.g The solid surface worktops must be constructed using minimal joints, bearing in mind that expansion joints are required to avoid the granite cracking along lines of least resistance, especially in close proximity to a heat source. Thermal strips must be installed as required.
- 2504.08.N.1.h The deck plates to the chilled displays must be in ½"/12 mm thick solid surface tiles to match the worktop, to reduce the weight of the deck plates when removed for service and cleaning.
- 2504.08.N.1.i The removable trivets to the chilled displays which form the upper base display level must be constructed using ¾"/20 mm thick granite or quartz bonded on to a steel plate with a 3/8"/10 mm stainless steel rod formed to make a skid. Trivets must be formed small enough to be removed easily and safely.
- 2504.08.N.1.j All worktops must be levelled and bedded down using food grade silicone sealant.

2504.08.N.2 Frame Work

- 2504.08.N.2.a All frame work must be constructed using ¾" / 20 mm marine grade plywood and marine grade fir or equal blocking material.
- 2504.08.N.2.b 4"/100 mm millwork base required for installation of framework. Toe kick to set back a minimum of 2"/50 mm and must be clad in 18 gauge stainless steel or selected flooring material to cove up millwork base as specified by designer/kitchen consultant.
- 2504.08.N.2.c Exterior of millwork must be finished with veneers, tiles or plastic laminate as specified by designer/kitchen consultant.
- 2504.08.N.2.d Cabinet hardware must be supplied as required by designer/kitchen consultant.
- 2504.08.N.2.e Material transition strip must be Schluter or equal and inset metal corner protection must be Futura or equal and installed as per millwork design drawings.

2504.08.N.3 Linings

- 2504.08.N.3.a All cupboard lining must be finished in plastic laminate.
- 2504.08.N.3.b All cupboards linings fabricated in plastic laminate must be sealed with approved food grade silicone to prevent any ingress of liquid and moisture into the counter void below.
- 2504.08.N.3.c All shelves must be removable and supported on adjustable stainless steel pilasters. Shelves to be offset to allow a cleaning gap to the rear and both sides and for easy removal.
- 2504.08.N.3.d The rear cupboard panels must be removable where required to gain access to the void/service chase behind.

2504.08.N.4 Removable Access Panels

- 2504.08.N.4.a All removable access panels must be constructed using ¾"/20 mm marine grade plywood to receive a finish as specified by designer/ kitchen consultant.
- 2504.08.N.4.b The rear of the panels must be secured with a Z Clip or French Cleat system for ease of removal for service and maintenance access.
- 2504.08.N.4.c All panel joints must be positioned according to the interior designer's requirements or to allow safe removal of the counter panels.
- 2504.08.N.4.d Each joint must have a shadow gap either painted or stained to match the counter finish or as specified by the interior designer.

2504.08.N.4.e As an option the bottom edge of the valance panels can be clad in a stainless bar trim to avoid damage from floor cleaning equipment.

2504.08.N.4.f All doors to cupboards and control panels must be concealed and fitted with touch latches.

2504.08.N.5 Super Structure

2504.08.N.5.a All super structure must be constructed using 1-½"/38 mm diameter bright polished vertical posts with 1"/25 mm diameter horizontal posts.

2504.08.N.5.b All superstructures must be constructed using mechanical interfaces.

2504.08.N.5.c The wall thickness to the support legs must be 1/10"/3 mm thick for rigidity supported on hollow spigots with room to pass electrical cabling through.

2504.08.N.6 Glass

2504.08.N.6.a All glass must be flat 3/8"/10 mm toughened (tempered) with polished edges.

2504.08.N.6.b Where required all exposed edges of glass must be protected with a bright polished stainless steel channel.

2504.08.N.6.c All glass must be fixed using "pig nose" or similar fixing with neoprene gaskets.

2504.08.N.7 Kick plinths

2504.08.N.7.a All kick plinths must be satin grained stainless steel bonded to water resistance MDF backing. Kick plinths must be sealed to the floor using food grade, clear, silicone sealer.

2504.08.N.8 Compressors

2504.08.N.8.a Not Applicable to this Brand

2504.08.N.8.b Not Applicable to this Brand

2504.08.N.8.c Remote Compressors

2504.08.N.8.c.1 Remote compressors must be installed in a well ventilated and accessible area within 100'-0"/30 m of the chilled displays. Compressor location must be determined on site.

2504.08.N.8.c.2 Whenever possible, remote refrigeration must be considered as to eliminate heat and noise from guest areas. The installation of the remote refrigeration plant must be carried out by a local refrigeration contractor to maintain a consistent level of service and maintenance.

2504.08.N.8.c.3 As the compressors are remotely sited, a drain is required locally below the chilled display counter for the disposal of condensate waste.

2504.08.N.9 Displays

2504.08.N.9.a All chilled displays must operate at 37-41° F/3-5° C, core temperature, in an ambient of 73-77° F/23-25° C.

2504.08.N.9.b Chillers/frost tops must have 1-½"/40 mm drains to dispose of condensate waste to discharge into local drain, by general contractor.

2504.08.N.9.c All air grilles to displays must be in mirror polished stainless steel or epoxy paint finish as specified by designer and must be removable for cleaning and maintenance.

2504.08.N.9.d All hot warming/holding induction systems must operate at 60-200° F/16-90° C.

2504.08.N.9.e All cook to order induction systems must operate at 90-440° F/32-225° C.

2504.09 Specialty Restaurant

Refer to [Section 2504.03](#) for requirements applicable to this Section.

2504.09.A Specialty Restaurant Requirement

A specialty restaurant may be required in addition to the full-service restaurant in specific market areas.

2504.09.B Not Applicable to this Brand

2504.09.C Size Requirement

The size of the specialty restaurant is market driven, but the total number of restaurant seats must never be less than 60.

2504.09.D Not Applicable to this Brand

2504.09.E Location

The location of the specialty restaurant must have direct exterior access for the general public.

2505.00 Executive Lounge

2505.00.A Executive Lounge Requirement

Executive Lounges are optional, however, a minimum of one must be provided when the hotel distinguishes some guestrooms as “Executive”. Hilton reserves the right to adjust size and facility requirements dependent upon local market conditions.

2505.00.B Size Requirement

Executive Lounge must be a minimum of 1,075 ft²/100 m² and include a welcome/concierge desk, hot, cold and ambient food display area, a service pantry and restroom. If the Executive Lounge is a conversion of an existing space (i.e. guest rooms, meeting rooms, storage area, etc.), it will require approval from Hilton.

2505.00.C Bathroom

A minimum of one unisex bathroom with water closet and wash basin must be provided.

2505.00.D Service Pantry Access

The Executive Lounge service pantry must have direct access to the guestroom corridor, service area, or service elevator/lift.

2505.00.E Service Pantry Visibility

The Executive Lounge service pantry must not be visible to guest view.

2505.00.F Kitchen Cabinets

The Executive Lounge service pantry must have kitchen cabinets (upper and base cabinets).

2505.00.G Entrance Doors

Executive Lounge entrance doors must be a minimum of 3'-0"/915 mm wide x 6'-8"/2.04 m high, glass or decorative solid core wood. Solid wood doors must have a sidelight window adjacent to the door.

2505.00.H Display Counter/Buffer

The Executive Lounge Food & Beverage display counter/buffet must be at minimum 16'-0"/4.9 m length x 30"/760 mm deep x 34"/865 mm high and conform to Section 2515.04. Below counter areas must include space for storage and refrigerated areas and must allow for ventilation and easy access for cleaning. The built in unit must have a custom millwork face. The following must be provided.

2505.00.H.1 Hot Food Holding

Hot Food Holding

2505.00.H.1.a Minimum one induction warming unit not to exceed a total of three units.

2505.00.H.1.b Cooking induction credenza/station with exhaust (optional and in addition to minimum counter allocation).

2505.00.H.2 Cold Food Holding

Cold Food Holding

2505.00.H.2.a Minimum 32"/810 mm frost top, blow over refrigeration with bright polished stainless steel air-grill, stainless steel in counter ice well or decorative counter top ice trough. If provided, the ice well/trough must have drain and drain tube run to floor sink.

2505.00.H.2.b Single door, glass front, under-counter refrigeration for yogurt and milk and/or "dairy cooler" must be located beneath cereal display counter.

2505.00.H.3 Beverage

Beverage

2505.00.H.3.a Hot

2505.00.H.3.a.1 Commercial espresso-specialty coffee maker: requires dedicated 30 amp circuit, water and drain to floor sink.

2505.00.H.3.a.2 Hot water on demand for tea service (may cross-utilize espresso machine for hot water).

2505.00.H.3.b Cold

2505.00.H.3.b.1 Under counter, glass front or vertical wall display blow over refrigeration for bottled water, soda and other chilled beverage display.

2505.00.H.3.b.2 Under counter, glass front beer and wine refrigeration with locking mechanism and sliding panel to conceal during breakfast service. Panel may slide between under-counter dairy and beer cooler as cereal display converts to bottle liquor service in evening.

2505.00.H.3.b.3 Wine Display Cabinet (optional) - refrigerated dispensing unit.

2505.00.H.4 Ambient

Ambient

2505.00.H.4.a Bread/Pastry display requires dedicated circuit for toaster.

2505.00.H.4.b Cereal display area, minimum of three cylinder dispensing units.

2505.00.H.4.c Juice display area, minimum of two juice cylinder dispensers with ice core.

2505.00.I Appearance

The lounge must have an upscale appearance, and differ from the color schemes and FF&E used in the guestrooms.

2505.00.J Finish Options - Executive Lounge

Finish Options - Executive Lounge

2505.00.J.1 Floor: Carpet (broadloom), wood - tongue and groove, natural stone

2505.00.J.1.a When carpet is utilized for the flooring in the lounge, a decorative hard surface must extend 24" – 36"/600 mm – 900 mm in front of the food service counter.

2505.00.J.1.b Base (minimums): 6"/150 mm wood - stain grade, through body synthetic, 4"/100 mm porcelain tile, natural stone

2505.00.J.2 Wall: Vinyl wallcovering, hard surface

2505.00.J.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2505.00.K Service Pantry Finishes

Executive Lounge Service Pantry Finishes

2505.00.K.1 Floor: Porcelain tile (12"/300 mm x 12" x 300 mm minimum)

2505.00.K.1.a Provide a waterproof membrane and floating slab floor construction with slope toward drain/floor sink.

2505.00.K.1.b Base (minimums): 4"/150 mm porcelain tile, natural stone, wood, through body synthetic

2505.00.K.2 Wall: Full height porcelain tile, full height stainless steel. Must meet code requirements and have washable finish.

2505.00.K.3 Ceiling: Paint on gypsum

2505.00.L General Lighting

General lighting in the lounge must be recessed light fixtures supplemented with indirect and decorative lighting fixtures with dimmer controls by function zones.

2505.00.M Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2505.00.N Technology

Technology

2505.00.N.1 Telephone/Data/Power Outlets

Provide six telephone/data outlets and six power outlets (socket outlets) at welcome/concierge desk.

2505.00.N.2 Service Pantry Telephone Outlet

Provide a telephone outlet in the executive lounge service pantry.

2505.00.N.3 PMS Wiring

Provide two Cat 6/FIOS pre-wire for property management systems.

2505.00.N.4 Wireless Internet

Provide premium wireless internet access coverage.

2505.00.N.5 Wall Power Outlets

Provide additional power outlets (socket outlets) in perimeter walls spaced at 5'-0"/1.5 m for laptop use.

2505.00.N.6 Work Station Telephone/Data/Power Outlets

Provide four telephone/data outlets and four power outlets (socket outlets) at guest pc work stations.

2505.00.O FF&E

Furniture, Fixtures and Equipment

2505.00.O.1 Welcome/Concierge Desk

Provide a welcome/concierge desk.

2505.00.O.2 Seating Materials

Seating must be of commercial grade and upholstered with commercial grade fabric.

2505.00.O.3 Furnishing Requirements

Furnishings must include a residential style soft-seating group for viewing television.

2505.00.O.4 Dining Seating Requirements

Dining seating requirements must accommodate the capacity of executive levels without utilizing the soft-seating area. Provide a majority of deuce seating with 24"/600 mm x 30"/760 mm tables for versatility.

2505.00.O.5 Tabletop Surface Material

Tabletop surface material must be compliant with Section 2515.04. Table bases must be designed to support tabletops without tipping over easily when weight is applied to one side.

2505.00.O.6 Console Requirement

Provide a console for organizing and displaying magazines and newspapers.

2505.00.O.7 Television Requirement

Provide a minimum of one television with swivel/slide capability to allow maximum viewing within the room. Televisions must comply with the sizes and specifications provided in Sections 1706.00 and 2514.09.

2505.00.O.8 Artwork

Artwork is required.

2505.00.O.9 Computers

Computers (two)

2505.00.O.10 Printer/Copier

Copier with fax capabilities

2505.00.O.11 Not Applicable to this Brand

2505.00.O.12 Not Applicable to this Brand

2505.00.O.13 Not Applicable to this Brand

2505.00.O.14 Laptop Station

One laptop station (Optional)

2505.00.O.15 Service Pantry Equipment

Executive Lounge Service Pantry equipment must include:

2505.00.O.15.a Commercial refrigerator capable of receiving roll-in racks

2505.00.O.15.b Commercial ice machine

2505.00.O.15.c Hand sink with paper towel dispensing unit

2505.00.O.15.d Trash handling bay

2505.00.O.15.e Under counter dishwasher

2505.00.O.15.f Dish sink with drain board

2505.00.O.15.g Commercial microwave oven

2505.00.O.15.h Commercial pour-over coffee brewing system

2506.00 Commercial Facilities

Refer to Section 2514.00, Technical Criteria, and Section 2515.00 Furnishings Fixtures and Equipment, for requirements applicable to this section.

2506.01 Sundries/Gift Shop

2506.01.A Retail Space Requirement

A sundries/gift shop is optional.

2506.01.B Sundries/Deli/Gift Shop Size Requirement

The three approved sundries/gift shop types follow:

2506.01.B.1 A traditional gift shop (for high leisure destinations and large urban hotels) that is a minimum of 350 ft²/32 m². Shop must be securable and located adjacent to the lobby.

2506.01.B.2 An upscale, self service gift shop that is a minimum of 100 ft²/10 m², located within close proximity of the front desk.

2506.01.B.3 Combination gift shop and upscale coffee shop with prior approval.

2506.01.C Storage Closet

Provide a storage closet equal to 10 percent of the shop floor area.

2506.01.D Cashiers Station

The cashier station must be located to provide visual control of the entire shop. The top surface material must be compliant with Section 2515.04.

2506.01.E Entrance Doors

The entry door must be a minimum of 3'-0"/915 mm w x 8'-0"/2.4 m high and have a full vision glass panel. Additional window sidelights are required for an open, secure feeling within the space.

2506.01.F Wood Canopy/Display Shelving

An entry door is not required in an unmanned sundries/gift shop.

2506.01.G Finish Options - Sundries/ Gift Shop

2506.01.G.1 Floor: Porcelain tile, natural stone, wood - tongue and groove, carpet (Axminster or nylon broadloom and carpet tile)

2506.01.G.1.a Base (minimums): 6"/150 mm porcelain tile, wood - stain grade, through body synthetic, 4"/100 mm natural stone

2506.01.G.2 Wall: Vinyl wallcovering, grooved plastic laminate display panel, paint (special approval required)

2506.01.G.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2506.01.H Not Applicable to this Brand

2506.01.I Not Applicable to this Brand

2506.01.J Not Applicable to this Brand

2506.01.K Not Applicable to this Brand

2506.01.L Not Applicable to this Brand

2506.01.M Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2506.01.N Electrical/Data Connections

Provide four electrical and four data connections for a point of sale system, and a telephone outlet if shop is manned.

2506.01.O Equipment

2506.01.O.1 A minimum of one commercial reach-in refrigerator unit is required. Unit must be a minimum of 22 ft³/0.6 m³ and have full glass doors. Refrigerator must be easily cleanable on the exterior and interior, have adjustable shelving for product display, be water-cooled or remote condenser equipped and be NSF/CE and UL approved.

2506.01.O.2 Not Applicable to this Brand

2506.01.O.3 Not Applicable to this Brand

2506.01.O.4 Not Applicable to this Brand

2506.01.O.5 Not Applicable to this Brand

2506.01.O.6 Not Applicable to this Brand

2506.01.O.7 Vending machines are not allowed.

2506.02 Guest Laundry

2506.02.A Guest Laundry Requirement

A guest laundry is optional.

2506.02.B Guest Laundry Location

The guest laundry room must be enclosed and located convenient to guestrooms.

2506.02.C Not Applicable to this Brand

2506.02.D Entrance Doors

The entry door must have a full vision panel.

2506.02.E Finish Options - Guest Laundry

2506.02.E.1 Floor: Porcelain tile, natural stone

2506.02.E.1.a Base (minimums): 4"/100 mm porcelain tile, natural stone, through body synthetic

2506.02.E.2 Wall: Paint

2506.02.E.3 Ceiling: Paint on moisture resistant gypsum, acoustic ceiling tile (30 percent maximum)

2506.02.E.4 No exposed structure, pipes, ducts, etc. are allowed.

2506.02.F Countertop Requirement

A built-in solid countertop must be provided. The top surface material must be compliant with Section 2515.04.

2506.02.G Floor Drain

Provide a floor drain with chrome plated brass cover with floor sloped to drain.

2506.02.H Not Applicable to this Brand

2506.02.I Concealed Connections

Conceal all electrical and plumbing connections behind the connected equipment.

2506.02.J Lighting Requirements

Lights must be wired to remain on, be key switched or have occupancy sensors with a 30 minute delay before switching off. If sensors are used, a single entry light must remain on at all times.

2506.02.K Light Levels

Refer to [Section 2514.08](#) for minimum light level requirements.

2506.02.L House Telephone Outlets

Provide an outlet for a house telephone with automatic dialing to the front desk.

2506.02.M FF&E

Furnishings, Fixtures and Equipment

2506.02.M.1 A minimum of one each commercial washer and dryer must be provided. All lint traps/interceptors must be concealed and out of guest view.

2506.02.M.2 Provide a side chair or stool. Meeting room stack chairs are not allowed.

2506.02.M.3 Not Applicable to this Brand

2506.02.M.4 Provide a wall mounted, coin operated, laundry supplies dispenser.

2506.03 Vending Area

2506.03.A Vending Room Requirements

A vending room may be required based on regional and market conditions.

2506.03.B Vending Room Location

Provide a vending area in close proximity to pool area.

2506.03.C Vending Equipment Location

Vending area must be enclosed to reduce noise.

2506.03.D Entrance Doors

Entry door must have a vision panel or sidelight.

2506.03.E Finish Options - Vending Area/Corridor Pantry

Finish Options - Vending Area

2506.03.E.1 Floor: Porcelain tile (16"/400 mm x 16"/400 mm or 12"/300 mm x 18"/450 mm minimum), natural stone, quarry tile

2506.03.E.1.a Base (minimums): 4"/100 mm porcelain tile, natural stone, quarry tile, through body synthetic

2506.03.E.2 Wall: Vinyl wallcovering

2506.03.E.3 Ceiling: Paint on gypsum, acoustic ceiling tile

2506.03.E.4 No exposed structure, pipes, ducts, etc. are allowed.

2506.03.F Not Applicable to this Brand

2506.03.G Floor Drain

Provide a floor drain with chrome plated brass cover with floor sloped to drain.

2506.03.H Not Applicable to this Brand

2506.03.I Filtered Water Supply/Power Outlets

Provide a filtered cold water supply to the ice maker and power outlets (socket outlets) for all equipment.

2506.03.J Lighting Requirements

Lights must be wired to stay on at all times or be key switched.

2506.03.K Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2506.03.L Vending Area/Corridor Pantry Equipment

Each vending area must contain a minimum of one self service, water-cooled ice machine with a minimum production capacity of 175 lb/80 kg per 24-hours. Machine must be equipped with sanitary dispenser operated by push button, guestroom key or complimentary token. Open ice machines are not permitted.

2506.03.M Soft Drink Machine

A soft drink machine is required but is not required when mini bars are provided or 24/7 food and beverage services are offered.

2506.03.N Not Applicable to this Brand

2506.03.O Trash Container

Provide an enclosed, flame retardant trash container.

2507.00 Meeting Facilities

Refer to Section 2514.00, Technical Criteria, and Section 2515.00 Furnishings, Fixtures and Equipment for requirements applicable to this section.

2507.00.A Meeting Space Requirements

All hotels must have a minimum of 5,000 ft²/465 m² of meeting space that includes a ballroom and multi-purpose meeting rooms.

2507.00.B Function Space Size

Provide a minimum target function space of 35 ft²/3.3 m² per key and a maximum target function space of 70 ft²/6.5 m² per key. Target function space is the net internal meeting area excluding pre-function and storage areas.

2507.00.C Function Space Access

Access to all function spaces must be easily accessible from the hotel's primary lobby or pre-function area.

2507.01 Ballroom

2507.01.A Ballroom Requirements

Ballrooms are required to be divisible into a minimum of three sections.

2507.01.B Ballroom Length/Width

Ballrooms are not allowed to be more than twice as long as its narrowest dimension.

2507.01.C Ballroom Entrance

Entrance by guests and visitors to the ballroom must be through the pre-function area via the guest elevators/lifts, guest corridors or a separate ballroom street entrance.

2507.01.D Staircase/Escalator

When the ballroom is not located on the ground floor of the hotel, a grand staircase and/or escalators and/or separate elevator(s)/lift(s) leading from the street entrance to the ballroom level must be provided.

2507.01.E Ballroom/Meeting Rooms Location

The ballroom and a majority of the meeting rooms must be on the same level. Ballroom and meeting rooms must be on the same level as the primary kitchen when possible.

2507.01.F Service Corridor Access

Direct access via service corridor must be provided from the kitchen or ballroom pantry for food and beverage service to the ballroom. This access must not cross guest corridors.

2507.01.G Ceiling Height

The minimum ceiling height for ballrooms of 5,000 ft²/465 m² and below must be 16'-0"/4.9 m at operable partitions, increasing to not less than 18'-0"/5.5 m within ceiling coffers. The minimum ceiling heights for ballrooms over 5,000 ft²/465 m² follow:

Area	Finished Ceiling Height	Chandelier Clearance
5,000 – 12,000 ft²/465 – 1,100 m²	20'-0"/6.0 m	18'-0"/5.5 m
12,000 – 28,000 ft²/1,100 – 2,600 m²	24'-0"/7.3 m	22'-0"/6.7 m
28,000 – 35,000 ft²/2,600 – 3,250 m²	26'-0"/7.9 m	24'-0"/7.3 m
35,000 – 45,000 ft²/3,250 – 4,180 m²	28'-0"/8.5 m	26'-0"/7.9 m

2507.01.H Structural Columns/Stacking Operable Partitions

Structural columns and stacking operable partitions must not protrude more than 1'-6"/450 mm into the ballroom or banquet room at any point.

2507.01.I Doors

- 2507.01.I.1 Ballroom entrance doors must be a pair of doors with no mullion; each leaf must be no less than 3'-0"/900 mm wide and 9'-0"/2.75 m high.
- 2507.01.I.2 All ballroom service doors must be no less than 3'-6"/1.10 m wide and 8'-0"/2.4 m high.
- 2507.01.I.3 Doors must have hardware to allow them to swing flat and be held open against the pre-function wall.
- 2507.01.I.4 Provide 12'-0"/3.65 m wide and 16'-0"/4.9 m high doors for vehicular and large exhibit access in larger ballrooms and/or specific markets.
- 2507.01.I.5 Entrance and service doors must have a tamper-proof, 180 degree, one-way viewer looking into the ballroom. Install viewer at centerline of door, 5'-0"/1.5 m above the finished floor.
- 2507.01.I.6 Ballroom entrance doors must have decorative hardware, perimeter sound stripping, concealed hydraulic closers with hold open capability and continuous hinges.
- 2507.01.I.7 Service doors must have electronic locks, perimeter sound stripping, concealed hydraulic closers with hold open capability, continuous hinges and kick plates on the ballroom side of the door that must blend with decor.
- 2507.01.I.8 All hardware except lever handle, panic bar and lock must be concealed within the door and not viewable by guests. All hardware must have the same finish.
- 2507.01.I.9 Doors must be solid core wood. Painted hollow metal doors are not allowed except for doors opening directly to the exterior.
- 2507.01.I.10 Exterior doors must be metal clad, self-closing with door stops, checks and panic hardware, if legal egress. All doors must be able to be held open against an adjoining wall or open 180 degrees.

2507.01.J Operable Partitions

- 2507.01.J.1 Operable partitions must be standard steel construction with minimum 24 gauge steel faces and sound-retardant core assembled to a minimum 16 gauge reinforced steel frame and insulated to achieve acoustical performance specified.
- 2507.01.J.2 All operable partitions must be top-supported with drop-down floor seals. Provide a positive bulb-seal type mechanical closure (hinged closure not acceptable) with minimum 250 lbs/113 kgs pressure.
- 2507.01.J.3 Provide hard surfaced, flush walls with sufficient structural support where operable partitions terminate to ensure proper bedding of joint seal.
- 2507.01.J.4 Operable partitions must be stacked behind a concealed door in a closet when not in use. Closet doors must match the surrounding wall finish.
- 2507.01.J.5 Operable partitions must include single passage doors between the various rooms.
- 2507.01.J.6 Acoustical seal all wiring and piping penetrations above operable wall.
- 2507.01.J.7 Operable partitions are allowed to be covered with decorative acoustical fabric, wall covering or timber finishes. Discrete metal edging strips must be used to protect the finishes.

2507.01.K Rigging Points

- 2507.01.K.1 Rigging points (I bolts) must be provided in the ceiling for hanging temporary displays, lighting, etc.
- 2507.01.K.2 Rigging points must be provided every 20'-0"/6.0 m throughout the entire ceiling of the main ballroom.
- 2507.01.K.3 Points must allow a maximum load of 1,000 lbs/453 kgs as certified by a licensed engineer and the contractor.
- 2507.01.K.4 Points must have a tensile (breaking) strength of at least five times the working load. If the points are rated at 2,000 lbs/907 kgs, they must have a tensile strength of 10,000 lbs/4,536 kgs.
- 2507.01.K.5 Provide strut system throughout the ballroom and along walls for cable picks and banners/signs with a maximum 250 lbs/113 kgs weight limit for every 5'-0"/1.5 m.
- 2507.01.K.6 Not Applicable to this Brand
- 2507.01.K.7 All nuts and bolts used overhead must be rated and all wire rope clips and overhead hardware (eyebolts etc.) must be forged, unless approved by the rigging supervisor. Rigging hardware must meet ASME B30.26-2010 , www.asme.org.
- 2507.01.K.8 A steel safety is required on each individual item suspended from the ceiling or any supporting structure or truss suspended from the ceiling including items suspended utilizing polyester round slings or other synthetic sling.
- 2507.01.K.9 Facility panels (power, data and voice connections) must be installed above the ceiling next to a group of rigging points.
- 2507.01.K.10 All rigging points and facility panels must be concealed when not in use. Concealment method must be approved by Hilton.
- 2507.01.K.11 Rigging and dynamic loading is not permitted from the air wall tracks.
- 2507.01.K.12 Bridling between rigging points is not permitted.
- 2507.01.K.13 Any articulating/dynamic (i.e. moving) show or performance elements require an arrester device and a 10:1 safety factor.

2507.01.L Finish Options - Ballroom

- 2507.01.L.1 Floor: Carpet (broadloom). Carpet tile is allowed in exhibit halls.

- 2507.01.L.1.a Base (minimum): 6"/150 mm wood - stain grade, stone
- 2507.01.L.2 Wall: Vinyl wallcovering, wood or special finish, paint
 - 2507.01.L.2.a A chair rail or wall finish and subsurface is required to withstand the wear and tear of chairs and table impact and abrasion without showing damage.
- 2507.01.L.3 Ceiling: Paint on gypsum, wood or special finish, coffered drywall ceiling
 - 2507.01.L.3.a Acoustic ceiling tile inserts are only allowed in convention center properties with prior approval.
 - 2507.01.L.3.b Ballrooms greater than 28,000 ft²/2,600 m² may be designed without a finished ceiling. Ballrooms without a finished ceiling must have the ceiling area and mechanical equipment in an organized appearance and be painted a dark color to mask the view.
 - 2507.01.L.3.c In ballrooms where gypsum board ceilings are required, large (minimum 48" x 96"/1.2 m x 2.4 m) sound absorbing panels with tight butt joints may be provided in lieu of gypsum board if the panels appear to be gypsum board. The panels must not exceed 50 percent of the room.
- 2507.01.M Electrical
 - 2507.01.M.1 Gang all controls at a control interface adjacent to the guest entrance to each subdivision.
 - 2507.01.M.2 All visible devices must be located as inconspicuously as possible, must be finished to match the surrounding surface and must be coordinated with architectural finishes to insure that there is no obvious disruption in their placement or pattern.
 - 2507.01.M.3 Provide four floor power outlets (socket outlets) per every 600 ft²/56 m².
 - 2507.01.M.4 Provide ceiling mounted power outlets (socket outlets) with hinged covers for temporary lighting displays.
 - 2507.01.M.5 Exit signs must be recessed and wall mounted whenever possible.
 - 2507.01.M.6 Provide two power outlets (socket outlets) at no more than 20'-0"/6.0 m on center around perimeter walls. Maximum two outlets per circuit.
 - 2507.01.M.7 Provide two single phase, 30 amp power outlets (socket outlets) in each ballroom subdivision.
 - 2507.01.M.8 Provide one 60 amp, 3-phase power outlet (socket outlet) on a dedicated circuit for use in each ballroom.
 - 2507.01.M.9 All electric cables and connections must be Underwriters Laboratories (www.ul.com) rated for the amperage capacity required for safe operation and must conform to appropriate local codes. All materials must be non-flammable and must conform to the Fire Authorities' regulations.
 - 2507.01.M.10 Lighting for divisible ballrooms must be controlled by local dimmers and by remote dimmers allowing combined dimming control of subdivisions. A minimum of five lighting presets must be provided.
 - 2507.01.M.11 Lighting must be designed under the following criteria:
 - 2507.01.M.11.a Provide wall sconces and decorative light fixtures in all ballrooms. Bottom of wall sconce must not be less than 6'-4"/1.95 m above the finished floor. Chandelier size and hanging height must not interfere with projection and stage lighting.
 - 2507.01.M.11.b Provide dimmable lighting to light head table locations in each division.
 - 2507.01.M.11.c Dimmer system must be linked to building automation system.
 - 2507.01.M.12 Refer to Section 2514.08 for minimum light level requirements.

2507.01.N Technology

2507.01.N.1 Provide one outlet for a house telephone per subdivision.

2507.01.N.2 Provide floor boxes for communications; quantity to be determined by size/division ability. Outlet locations must also be located on the perimeter walls every 20'-0"/6.0 m. Each outlet must be wired to accommodate the following and terminate in a six-way flush mount floor box:

Two four-pair 24-gauge Category 6 Inside wire for voice (RJ11).

Two four-pair 24-gauge Category 6 Inside wire for data (RJ45).

One two-fiber multi-mode (62.5/125).

2507.01.N.3 Provide one MATV outlet in each ballroom subdivision.

2507.01.N.4 A qualified specialist must design and present full a/v package for approval (ballroom & pre-function).

2507.01.N.5 Audio System

2507.01.N.5.a Equip the ballroom with quality distributed sound reinforcement system suitable for speech reinforcement and background music. All speakers must be recessed ceiling type, inset wall mounted or of similar configuration. Spacing of loudspeakers must be approximately 1.0 times the distance from the ceiling to the floor. Amplification systems must be rated such that the number of loudspeakers connected to an amplifier constitutes no more than 60 percent of the rated output of that amplifier. Loudspeakers must be high impedance tapped at 70 or 100V, with power tapped at no less those 15 watts. Circuit the loudspeakers so that speakers above the stage position may be switched off to increase overall room gain before feedback. The use of 8 ohm speakers must be limited to areas where high SPL's are needed.

2507.01.N.5.b The system must provide for multiple microphone and line level inputs from each room as well as providing for at least one line level return to each room for the purpose of in-room session recording. The DSP input configuration on the processing devices must provide for every room input to be actively connected without need for physical patching. DSP devices must be interconnected globally utilizing the CobraNet standard for transmitting audio and control signals via Ethernet connections. The system must also provide for the ability to virtually route audio signals anywhere on property which will allow for routing of multiple BGM sources to their corresponding outputs.

2507.01.N.6 Audiovisual

2507.01.N.6.a The ballroom audio visual system must cater for the following:

2507.01.N.6.a.1 Projection and large screen display of Internet access and laptop computer screens, video images from DVD players or cable television, digital visualizers, electronic overhead projectors, video conferencing, including all necessary auxiliary inputs, audio support for all of the above listed plus a five disc multi-changer CD, lectern, microphones, radio microphones (4No neck and 4No hand held) and wired microphones including all necessary auxiliary inputs;

2507.01.N.6.a.2 Background music system;

2507.01.N.6.a.3 Image monitoring at the lectern location;

2507.01.N.6.a.4 Touch Panel Remote Control system integrating all of the above plus electric screens, projector hoist systems, house lighting system, voice evacuation and fire alarm system and electrically operated door closers, blinds or drapes.

2507.01.N.6.b The system must be designed to accommodate a number of subdivisions of the main ballroom space which may entail full provision of services described to each subdivision, the essence being that each sub divided space can stand alone or be combined. The projectors must retract into the ceiling void when not in use and the screens, if permanent, must also retract.

2507.01.N.6.c The ballroom must be fed by an integrated mixer/amplifier system having a minimum of 4 microphones per 3,229 ft²/300 m². Divisible rooms must have the means to connect all rooms or operate separately.

2507.01.N.6.d The sound system electronics racks are to be located in the back of the house. The rack must be positioned so that it can be serviced from the front and the rear without being moved. The ballroom sound system must be capable of producing 95dBa at 105 m above the floor. The frequency response must be +1- 5dBa from 100Hz to 1000Hz.

2507.01.O Furniture, Fixtures and Equipment

2507.01.O.1 Seating must be stack type chairs or better, with padded seats and backs upholstered with commercial fabric and flex back with stacking bars. Chair seat must be a minimum of 16"/400 mm wide x 22"/560 mm deep.

2507.01.O.2 When natural daylight is provided, full blackout screens or electronically operated blackout drapery must be provided.

2507.02 Meeting Rooms

2507.02.A Meeting Room Requirements

Meeting rooms are required.

2507.02.B Not Applicable to this Brand

2507.02.C Meeting Room Length/Width

Meeting rooms are not allowed to be more than twice as long as the narrowest dimension.

2507.02.D Not Applicable to this Brand

2507.02.E Coat Storage/Coatroom

All meeting rooms must have internal coat storage space or a central coatroom adjacent to the meeting spaces where climate conditions dictate.

2507.02.F Not Applicable to this Brand

2507.02.G Restroom Proximity

Provide convenient access to public restrooms.

2507.02.H Kitchen Access

Access must be provided from the kitchen or banquet pantry for food service to all meeting rooms. This access may, in part, be through the pre-function area or banquet related guest circulation.

2507.02.I Not Applicable to this Brand

2507.02.J Structural Columns/Stacking Operable Partitions

Structural columns and stacking operable partitions must not protrude more than 1'-6"/450 mm into the meeting room at any point.

2507.02.K Strut System

Provide strut system throughout the meeting rooms and along walls for cable picks and banners/signs with a maximum 250 lbs/113 kgs weight limit for every 5'-0"/1.5 m.

2507.02.L Not Applicable to this Brand

2507.02.M Credenza

A credenza is required. Provide area adjacent to entry door for a credenza. Credenza must be a maximum of 34"/865 mm in height, have a minimum 40 liter under-counter refrigerator or mini bar for complimentary water. Credenza may be built-in or be freestanding. The top surface material must be compliant with Section 2515.04.

2507.02.N Doors

2507.02.N.1 Single doors must be a minimum of 3'-6"/1.0 m wide. Paired doors must be no less than 3'-0"/900 mm wide for each leaf. All doors must be 8'-0"/2.1 m high minimum.

2507.02.N.2 All entrance and service doors must have a tamper-proof, 180 degree, reverse, one-way viewer looking into the room.

2507.02.N.3 Interior doors must be solid-core wood. Painted hollow metal doors are allowed only at exterior exits. Exterior doors must be solid; glass doors are not allowed on service or egress paths.

2507.02.N.4 All meeting room service doors must be no less than 3'-6"/1.10 m wide x 8'-0"/2.40 m high.

2507.02.N.5 Meeting room service doors must have electronic locks, perimeter sound stripping, concealed hydraulic closers with hold open capability, continuous hinges and kick plates on the meeting room side of the door that blend with décor.

2507.02.N.6 Meeting room entrance doors must have electronic locks, decorative hardware, perimeter sound stripping, concealed hydraulic closers with hold open capability and continuous hinges.

2507.02.O Operable Partitions

2507.02.O.1 Operable partitions must be stacked behind a concealed door in a closet when not in use. Closet doors must match the surrounding wall finish.

2507.02.O.2 All operable partitions must be top-supported with drop-down floor seals.

2507.02.O.3 Provide a positive bulb-seal type mechanical closure (hinged closure not acceptable) with minimum 250 lbs/113 kgs pressure. Provide sufficient structural support in abutting walls to compensate for this requirement.

2507.02.O.4 Provide hard surfaced, flush walls with sufficient structural support where operable partitions terminate to ensure proper bedding of joint seal.

2507.02.O.5 Operable partitions must be standard steel construction with minimum 24 gauge steel faces and sound-retardant core assembled to minimum 16 gauge reinforced steel frame, insulated to achieve acoustical performance specified.

2507.02.O.6 Operable partitions must include single passage doors between the various rooms.

2507.02.O.7 Seal all wiring and piping penetrations above operable partitions.

2507.02.O.8 Operable partitions are allowed to be covered with decorative acoustical fabric, wall covering or timber finishes. Discrete metal edging strips must be used to protect the finishes.

2507.02.P Finish Options - Meeting Rooms

2507.02.P.1 Floor: Carpet (broadloom)

2507.02.P.1.a Base (minimum): 6"/150 mm wood - stain grade

2507.02.P.2 Wall: Vinyl wallcovering, wood panels or special finish, natural stone, tackable fabric wrapped panels (36"/900 mm minimum height)

2507.02.P.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum), coffered drywall ceiling, decorative ceiling (special approval required)

2507.02.P.3.a In meeting rooms where gypsum board ceilings are required, large (minimum 48" x 96"/1.2 m x 2.4 m) sound absorbing panels with tight butt joints may be provided in lieu of gypsum board if the panels appear to be gypsum board. The panels must not exceed 50 percent of the room.

2507.02.P.3.b Minimum ceiling heights for meeting rooms are as follows:

<u>Area</u>	<u>Finished Ceiling Height</u>
Up to 500ft²/45 m²	9'-0"/2.75 m
500–1,000ft²/45-90 m²	10'-0"/3.0 m
1,000–3,000ft²/90-270 m²	12'-0"/3.7 m
3,000–5,000ft²/270-450 m²	15'-0"/4.6 m

2507.02.Q Not Applicable to this Brand

2507.02.R Electrical

2507.02.R.1 Lighting must be recessed with both direct and indirect LED lights, four-scene preset dimmer controlled with local bypass switching, direct lights and wall wash to provide lighting for perimeter of room.

2507.02.R.2 Lighting for divisible meeting rooms must be controlled by local dimmers and by remote dimmers allowing combined dimming control of subdivisions.

2507.02.R.3 Not Applicable to this Brand

2507.02.R.4 Refer to Section 2514.08 for minimum light level requirements.

2507.02.R.5 Not Applicable to this Brand

2507.02.R.6 Duplex power outlets (socket outlets), every 20'-0"/6.0 m on permanent walls, must be available for display purposes.

2507.02.R.7 Not Applicable to this Brand

2507.02.R.8 Provide four floor power outlets (socket outlets) per every 600 ft²/56 m². Floor boxes must be robust and resistant to loads up to 3000N. Floor boxes must be finished in the same finish as ballroom floor.

2507.02.R.9 All visible devices must be located as inconspicuously as possible, finished to match the surrounding surface and coordinated with architectural finishes to insure that there is no obvious disruption in their placement or pattern.

2507.02.R.10 Provide two power outlets (socket outlets) at credenza.

2507.02.R.11 Exit signs must be recessed and wall mounted when possible.

2507.02.S Technology

Refer to Section 2507.08 Technology Infrastructure for audio visual requirements.

2507.02.S.1 Provide one outlet for a house telephone per subdivision.

2507.02.S.2 Not Applicable to this Brand

2507.02.S.3 Provide one outlet for a conference telephone in each meeting room.

2507.02.S.4 Outlet locations must be available in each subdivision every 45 ft²/4.48 m² on the floor and 20'-0"/6.0 m on the wall. Each outlet must be wired to accommodate the following and terminate in a six-way flush mount faceplate or floor box:

Two four-pair 24-gauge Category 6 Inside wire for voice (RJ11).

Two four-pair 24-gauge Category 6 Inside wire for data (RJ45).

2507.02.S.5 Each subdivision of a meeting room must be on a separate circuit to avoid overloading.

2507.02.S.6 Provide one MATV outlet in each meeting room subdivision.

2507.02.S.7 Audio visual

2507.02.S.7.a A control interface must be provided at the entry to each subdivision.

2507.02.S.7.b The following equipment must be provided:

2507.02.S.7.b.1 Projection screens (if permanent, must be motorized and ceiling recessed)

2507.02.S.7.b.2 Projector (if permanent, must be motorized and ceiling recessed)

2507.02.S.7.b.3 Conferencing telephone

2507.02.S.7.b.4 Not Applicable to this Brand

2507.02.S.7.b.5 Microphones

2507.02.S.7.c Projection screens must be capable of displaying the following video sources:

2507.02.S.7.c.1 2no. Laptop (integrated into table)

2507.02.S.7.c.2 Television Feed

2507.02.S.7.c.3 Auxiliary feed (for connecting DVD Player and other devices)

2507.02.S.7.c.4 HDMI input

2507.02.S.7.d Screens must be provided for projection purposes in all meeting rooms. The screen size for all rooms must be determined by dividing the distance from the screen to the furthest viewer by six for both horizontal and vertical dimensions.

2507.02.S.7.e The screen must be 16:9 or 16:10 format. Controls for screens must be located at the same level as lighting controls and must be marked. Screens must be installed so that the bottom of the open screen is no less than 3'11"/1.2 m above the floor.

2507.02.S.7.f When partitioned meeting rooms are opened to create one large room, the following options must be installed for the larger room:

2507.02.S.7.f.1 Large Front Projection System

2507.02.S.7.f.2 A 12'-0"/3.6 m projection screen with a LED/LCD projector to provide a high quality integrated display solution.

2507.02.S.7.f.3 The projector must be capable of displaying the following video sources:

2507.02.S.7.f.3.a 3no. Laptop inputs – 1no. per floor box in each meeting room

2507.02.S.7.f.3.b Television Feed

2507.02.S.7.g Video sources must have an associated programmed audio output feed into the room audio system.

2507.02.T Furnishings, Fixtures and Equipment

2507.02.T.1 Seating must be stackable chairs (minimum of eight high) or better, with padded seats and backs upholstered with commercial fabric or better, flex back with stacking bars and leg bumpers. Stacking bars or ganging devices are optional.

2507.02.T.2 Permanent tabletops must be of a surface material that is compliant with Section 2515.04.

2507.02.T.3 Not Applicable to this Brand

2507.02.T.4 Provide wall-mounted artwork.

2507.02.T.5 Window Treatment

Refer to 2515.03 for additional requirements

2507.02.T.5.a Provide decorative window treatment with blackout capability.

2507.03 Boardroom

2507.03.A Boardroom Requirements

A minimum of one flex-meeting space is required. A boardroom is optional. If a boardroom is provided it must adhere to the following standards.

2507.03.B Size Requirement

Boardrooms must be able to accommodate a minimum of 12 people.

2507.03.C Coat Closet

Each boardroom must have a coat closet with doors, where climate conditions dictate.

2507.03.D Not Applicable to this Brand

2507.03.E Not Applicable to this Brand

2507.03.F Doors

2507.03.F.1 Boardroom entrance doors must swing flat against the pre-function wall. All doors must be a minimum of 3'-0"/900 mm wide by 8'-0"/2.4 m high.

2507.03.F.2 All entrance and service doors must have installed a tamper-proof, 180 degree, one-way viewer looking into the function space.

2507.03.F.3 Doors must be solid core wood. Painted hollow metal doors are not allowed.

2507.03.F.4 Boardroom entrance and service doors must have an electronic lock, concealed door closers with hold open capability and full perimeter sound stripping.

2507.03.G Finish Options - Boardroom

2507.03.G.1 Floor: Carpet (broadloom)

2507.03.G.1.a Base (minimum): 6"/150 mm wood - stain grade

2507.03.G.2 Wall: Vinyl wallcovering, natural stone, wood or special finish, tackable fabric wrapped sound panels (36"/900 mm minimum height)

2507.03.G.3 Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum), decorative ceiling (special approval required)

2507.03.G.3.a In boardrooms where gypsum board ceilings are required, large (minimum 48" x 96"/1.2 m x 2.4 m) sound absorbing panels with tight butt joints may be provided in lieu of gypsum board if the panels appear to be gypsum board. The panels must not exceed 50 percent of the room.

2507.03.G.3.b Provide a minimum ceiling height of 10'-0"/3.0 m in boardrooms.

2507.03.H Not Applicable to this Brand

2507.03.I Electrical

2507.03.I.1 Lighting must be recessed, ceiling mounted, preset dimmer controlled and must have wall washers to provide lighting for perimeter of the room.

2507.03.I.2 Refer to Section 2514.08 for minimum light level requirements.

2507.03.I.3 Provide two power outlets (socket outlets) at no more than 12'-0"/3.7 m on center around perimeter walls.

2507.03.I.4 Provide floor power outlet (socket outlet) to accommodate requirement for power in conference table top.

2507.03.I.5 Provide two floor power outlets (socket outlets) per every 400 ft²/37 m².

2507.03.I.6 Provide two power outlets (socket outlets) at credenza.

2507.03.J Technology

2507.03.J.1 Provide a telephone outlet integrated into the boardroom table. Within the room outlets must be provided for speakerphone and fax.

2507.03.J.2 Provide one telephone outlet for house telephone. House telephone must dial directly to a permanently manned business center or office area.

2507.03.J.3 Each outlet at conference table must be wired to accommodate the following and terminate in a six-way flush mount faceplate.

2507.03.J.3.a Two four-pair 24-gauge Category 6 Inside wire for voice (RJ11)

2507.03.J.3.b Two four-pair 24-gauge Category 6 Inside wire for data (RJ45)

2507.03.J.4 Audio Visual (AV)

2507.03.J.4.a Boardrooms must be equipped with an AV conferencing system.

2507.03.J.4.b Provide a minimum of one wall mounted television with connectivity to MATV system and to boardroom table connection. Monitor size must be scaled proportionately to the room capacity/dimensions. Televisions must comply with the sizes and specifications provided in Sections 1706.00 and 2514.09.

2507.03.K Furnishings, Fixtures and Equipment

Furnishings, Fixtures and Equipment

2507.03.K.1 Provide a permanent conference table. Power outlets (socket outlets) and data outlets must be concealed and integrated into the table.

2507.03.K.2 Provide ergonomic chairs, fully upholstered with commercial grade fabric or leather, adjustable with armrests, swivel/tilt bases and casters. Chairs must include a stopgap mechanism on arms.

2507.03.K.3 Provide a 34"/865 mm maximum high credenza/sideboard that is built-in or freestanding. The top surface material must comply with Section 2515.04.

2507.03.K.4 Provide a refrigerator in the credenza.

2507.03.K.5 Not Applicable to this Brand

2507.03.K.6 Artwork must be provided.

2507.03.K.7

Window Treatment

Refer to 2515.03 for additional requirements.

2507.03.K.7.a Provide decorative window treatment with blackout capability.

2507.03.K.8 A silent wall clock must be provided.

2507.04 Not Applicable to this Brand

2507.05 Pre-Function Area

2507.05.A Pre-function area must be approximately 35 percent of all meeting facilities.

2507.05.B Pre-function to Lobby Access

Provide direct access from the hotel lobby to the pre-function area.

2507.05.C Provide service access from the banquet service corridor or the primary kitchen to the pre-function area.

2507.05.D Provide direct access from boardrooms and secondary meeting space to the pre-function area.

2507.05.E Provide direct access to public restrooms, telephones and coatroom.

2507.05.F Pre-function Public Entrance Connect

The pre-function area must adjoin and connect the primary public entrances to the meeting rooms and ballroom.

2507.05.G Exterior Access

Separate exterior access to the pre-function area is desirable but not required.

2507.05.H Size Requirement

The pre-function area results from the over sizing of guest circulation within the function spaces rather than the assignment of a specific and separate space for that purpose. It must be sized appropriately for the likely number of occupants.

2507.05.I Minimum Width

The minimum width of the pre-function area must be 25-30 percent of the depth of the largest adjacent function space.

2507.05.J Not Applicable to this Brand

2507.05.K Not Applicable to this Brand

2507.05.L Width at Ballrooms & Meeting Rooms

Pre-function area must not be less than 8'-0"/2.4 m wide at ballrooms and meeting rooms.

2507.05.M Not Applicable to this Brand

2507.05.N Exterior Windows

Provide exterior windows in pre-function area if possible.

2507.05.O Doors

Doors must be solid core wood and a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high. Painted hollow metal doors are not allowed.

2507.05.P Finish Options - Pre-Function Area

2507.05.P.1 Floor: Carpet (broadloom), natural stone, wood - tongue and groove

2507.05.P.1.a Base (minimums): 6"/150 mm wood, porcelain tile, natural stone

2507.05.P.2 Wall: Vinyl wallcovering, paint, wood panels or special finish (special approval required), hard surface

2507.05.P.3 Ceiling: Paint on gypsum, coffered drywall ceiling, acoustic ceiling tile (30 percent maximum), decorative ceiling (special approval required)

2507.05.P.3.a In pre-function areas where gypsum board ceilings are required, large (minimum 48" x 96"/1.2 m x 2.4 m) sound absorbing panels with tight butt joints may be provided in lieu of gypsum board if the panels appear to be gypsum board. The panels must not exceed 50 percent of the room.

2507.05.P.3.b Minimum ceiling height in the pre-function area must be 10'-0"/3.0 m.

2507.05.Q Electrical

2507.05.Q.1 Provide two power outlets (socket outlets) at 50'-0"/15.0 m on center for cleaning.

2507.05.Q.2 Provide two power outlets (socket outlets), telephone outlet and Internet access connections at seating areas for laptop use. Outlets must be easily accessible for guest use and not hidden from view.

2507.05.Q.3 Provide six power outlets (socket outlets) at the entrance to each meeting room subdivision for beverage service set-up.

2507.05.Q.4 Lighting must be a combination of recessed fixtures and decorative lighting on four stage preset dimmer controls with local bypass switching.

2507.05.Q.5 Not Applicable to this Brand

2507.05.Q.6 Refer to Section 2514.08 for minimum light level requirements.

2507.05.R House Telephone Outlets

Provide outlets for house telephones adjacent to the public restrooms.

2507.05.S Entrance Telephone Outlets

Provide telephone outlets adjacent to each meeting room entrance.

2507.05.T Furniture Requirements

Provide soft seating areas off of pre-function area to serve as breakout spaces.

2507.05.U Artwork and Mirrors

Artwork is required.

2507.06 Meeting Support Areas

2507.06.A Business Center

2507.06.A.1

A self service business center or a lobby connectivity zone is required. A business center is required for hotels that have a combined meeting room space of 50,000 ft²/4,645 m². This is in addition to a lobby connectivity zone. Refer to Section 2502.02. for lobby connectivity zone requirements.

2507.06.A.2 Self service business center amenities may be provided in an open guest area with prior approval.

2507.06.A.3 The business center must be available for guest use 24-hours a day, year-round. The self service business center must be a minimum of 100 ft²/9.3 m² and must be conveniently located near the meeting facilities.

2507.06.A.4 Not Applicable to this Brand

2507.06.A.5 Not Applicable to this Brand

2507.06.A.6 When enclosed, the entry door to the business center must have a minimum half glass vision panel and be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high. Additional window sidelights must be provided adjacent to the door to provide an open and secure feeling to the area.

2507.06.A.7 Finish Options - Business Center

2507.06.A.7.a Floor: Carpet (broadloom)

2507.06.A.7.a.1 Base (minimums): 6"/150 mm through body synthetic, porcelain tile, natural stone

2507.06.A.7.b Wall: Vinyl wallcovering, wood panels or special finish (special approval required)

2507.06.A.7.c Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum)

2507.06.A.8 Provide a minimum of two flat screen PC workstations with a printer, one laptop station and low level privacy screens. PC workstations must be a minimum of 30 ft²/2.78 m² each. Hotels with more than 300 rooms must add one workstation and related equipment for each additional 300 keys.

2507.06.A.9 When a manned business center is provided it must include a reception desk, a total of three PC workstations (minimum), work counter and a seating area.

2507.06.A.10 Wall and base cabinets must be furniture quality with all exposed surfaces made of wood. The top surface material must be compliant with Section 2515.04.

2507.06.A.11 Provide a securable closet or cabinet for supply storage.

2507.06.A.12 Not Applicable to this Brand

2507.06.A.13 Electrical

2507.06.A.13.a Provide a minimum of four convenience power outlets (socket outlets) below counter for required equipment at each workstation and four convenience power outlets (socket outlets) above the counter for guest equipment.

2507.06.A.13.b Power must be provided for the specified printer and fax machine.

2507.06.A.13.c Provide a minimum of ten power outlets (socket outlets) at the reception area.

2507.06.A.13.d Not Applicable to this Brand

2507.06.A.13.e Lights in business center area must be on keyed switches or controlled at the circuit breaker so that they remain on at all times.

2507.06.A.13.f Refer to Section 2514.08 for minimum light level requirements.

2507.06.A.14 Technology

2507.06.A.14.a Provide a minimum of one outlet for a house telephone.

2507.06.A.14.b Provide data/telephone outlets at each PC and laptop workstation.

2507.06.A.14.c Provide a minimum of six data/telephone outlets at the reception area.

2507.06.A.15 Furniture, Fixtures and Equipment

2507.06.A.15.a

Refer to Section 1200.00 for equipment and security requirements.

2507.06.A.15.b All task chairs must be ergonomically designed with casters, arms and fully upholstered seats and backs. The required number of chairs is equal to the number of required workstations, plus one for the laptop station.

2507.06.A.15.c A minimum of two pieces of artwork is required.

2507.06.B Meeting Storage

Meeting/Ballroom Storage

2507.06.B.1 Provide storage room area equal to 15 percent of ballroom/meeting room areas on the same floor level when possible.

2507.06.B.2 Meeting/ballroom storage must open directly to the service corridor.

2507.06.B.3 Direct access from the meeting/ballroom storage to the ballroom or meeting rooms is not desirable.

2507.06.B.4 If ballroom and meeting rooms are provided in more than one location in the hotel, a meeting/ballroom storage area must be apportioned to each area in accordance with the amount of function space provided in that area.

2507.06.B.5 Doors to the meeting/ballroom storage must be a pair of securable, 3'-0"/900 mm wide x 6'-8"/2.0 m high doors with automatic door closer, lockset, kick plate and hold open feature. Secondary access may be provided through a single 3'-6"/1.1 m door.

2507.06.B.6 Mechanical equipment, electrical panels, sound control panels or equipment racks and other audiovisual equipment must not be located within the meeting/ballroom storage.

2507.06.B.7 Finish Options - Meeting/ Ballroom Storage

2507.06.B.7.a Floor: Steel troweled concrete, hardened and sealed

2507.06.B.7.a.1 Base (minimum): 4"/100 mm vinyl

2507.06.B.7.b Wall: Paint

2507.06.B.7.b.1 Provide protection to meeting/ballroom storage walls with a 48"/1.2 m high laminated or fiber reinforced panel wainscot applied to gypsum board partitions.

2507.06.B.7.c Ceiling: Paint on gypsum, painted structure

2507.06.B.7.c.1 Provide a 10'-0"/3.0 m minimum ceiling height in the meeting/ballroom storage.

2507.06.B.8 Lighting fixtures must have a protective wire or plastic enclosure.

2507.06.B.9 Refer to Section 2514.08 for minimum light level requirements.

2507.06.B.10 Provide two power outlets (socket outlets) adjacent to entrance.

2507.06.C Meeting Registration Desk

2507.06.C.1 Meeting registration desk is optional. If provided, must be located in the pre-function area adjacent to the entrance and ballroom.

2507.06.C.2 Provide a method of concealing registration desk when not in use.

2507.06.C.3 Registration desk must consist of a 3'-0"/900 mm wide counter, 3'-0"/900 mm above the finished floor with securable storage cabinets and drawers under the counter.

2507.06.C.4 Finishes

2507.06.C.4.a The front of the meeting registration desk must be finished with natural wood, tile, stone or approved decorative material.

2507.06.C.4.b The top of the meeting registration desk must be a material compliant with Section 2515.04.

2507.06.C.4.c All cabinet surfaces must be plastic laminate or better.

2507.06.C.5 Not Applicable to this Brand

2507.06.C.6 Refer to Section 2514.08 for minimum light level requirements.

2507.06.C.7 Provide two power outlets (socket outlets), telephone and property management system outlets adjacent to counter at each end.

2507.06.D Coat Room

2507.06.D.1 A coat room is required adjacent to the pre-function area as well as adjacent to restaurant and bar where climate required.

2507.06.D.2 Coat room must consist of reception counter at 36"/900 mm above the finished floor that may be fully closed off when not in operation.

2507.06.D.3 The front of the coat room counter must be finished with natural wood, tile, marble or approved decorative material.

2507.06.D.4 The top surface of the coat room counter must be a material that is compliant with Section 2515.04.

2507.06.D.5 Provide an opening in counter for self service and a lift flap and gate (full counter) for attendant.

2507.06.D.6 Provide adjustable shelving under-countertop. All cabinet surfaces must be wood.

2507.06.D.7 Finish Options - Coat Room

2507.06.D.7.a Floor: Carpet (broadloom)

2507.06.D.7.a.1 Base (minimums): 4"/100 mm wood, natural stone, through body synthetic

2507.06.D.7.b Wall: Vinyl wallcovering

2507.06.D.7.c Ceiling: Acoustic ceiling tile, paint on gypsum

2507.06.D.8 Provide built-in coat racks inside an enclosed room accessed by a 3'-0"/900 mm wide door.

2507.06.E Meeting Facility Public Restrooms

Provide a minimum of 1:75 pax based on occupancy load calculation public restrooms for the meeting facilities for areas where there are no code specifications. Ratio to be split 50-50% between male and female.

2507.07 Not Applicable to this Brand

2507.08 Technology Infrastructure

2507.08.A Audiovisual System

2507.08.A.1 The complete audiovisual system must be designed by a specialist/consultant qualified in the field and approved by Hilton.

2507.08.A.2 The audiovisual system must be comprised of a multi-zoned sound distribution system, visual display projectors and screens, associated cabling infrastructure and control interlinks with the immediate environment.

2507.08.A.3 Centrally locate head end equipment for AV, IT and MATV systems.

2507.08.A.4 Show power, AV/IT connectivity and connectivity for video production vehicles must be located on the exterior of the building.

2507.08.A.5 Provide an audio system with DSP signal flow and functional quality.

2507.08.A.6 Touch Screen user interface must be designed for ease of use for non-AV team members as well as hotel end users must be considered during Graphic User Interface (GUI) design and control software programming.

2507.08.A.7 Provide multiple satellite receivers for background music and other television channels with the ability to send these signals to individual meeting rooms via CAT6 tie lines.

2507.08.A.8 CAT6 tie line patch bay between all meeting rooms, pre-function space and outdoor function space to main AV head-end room.

2507.08.A.9 Touch panel controllers must be provided on walls in every room with the capability to control house lights, house sound and background music.

2507.08.A.10 Remote house light controllers must be provided.

2507.08.B Audio System

2507.08.B.1 The audio system(s) must be centralized, utilizing DSP audio processing devices that must be interconnected providing control over the entire property. The system must provide audio processing and control for all spaces which have sound reinforcement capabilities including but not limited to:

2507.08.B.1.a meeting rooms

2507.08.B.1.b boardrooms

2507.08.B.1.c ballrooms

2507.08.B.1.d pre-function spaces

2507.08.B.1.e restaurants

2507.08.B.1.f bars

2507.08.B.1.g executive lounge

2507.08.B.1.h fitness center/spa

2507.08.B.1.i indoor pools

2507.08.B.1.j business center

2507.08.B.1.k public spaces including but not limited to atrium, lobby and public restrooms

2507.08.B.1.l outdoor spaces including but not limited to porte cochere, pools and patios

2507.08.B.1.m all spaces that will have installed speakers for audio reinforcement.

2507.08.B.2 I/O locations must be placed so that the cabling does not cross guest passageways. Equipment racks must be located either in dedicated audiovisual equipment rooms or share the voice/data IDF locations. Due to the DSP systems being networked based, operation may be obtained from multiple locations with network access.

2507.08.B.3 The sound system must reproduce show sound, from transmitted or recorded material, voice enhancements through microphones, background music and facilities for the hard of hearing. Touch panel remote control systems integrated with electric screens and projection hoist systems must be provided.

2507.08.B.4 The system must be capable of producing a full range sound from 40 hertz to 18 kilohertz, averaging 95 dB SPL evenly across the listening area. Local control providing appropriate zoning of the sound level must be provided. System sensitivity must be specified as 90 decibels at/watt at 1 meter. Speakers must be wide angle, flush fitting, ceiling mounted, 10"/265 mm diameter with a metal grille finished to match the ceiling. These must be supplemented with provision for the connection of floor mounted speakers via the microphone/speaker outlet plates at regular intervals around the room.

2507.08.B.5 The system must include a hard disk replay system capable of receiving updates online via modem. The system must be complete with cabling buried in the building fabric to ceiling speakers, volume controllers and a floor buried induction loop system.

2507.08.C Control Interfaces

2507.08.C.1 Control interfaces must be provided in each zone to enable intuitive control of the source select and volume controls, without allowing users to adjust critical pre-set settings.

2507.08.C.2 A central master control interface at the system equipment racks must be provided allowing local zone settings to be overridden and zones to be combined in any configuration required.

2507.08.C.3 The user interface must consist of a customized keypad designed to provide the basic room operations such as system on/off, source select, volume up/down/mute and architectural lighting control. The keypad is allowed to be wall mounted with a tamper proof cover or mounted in a lectern to provide presenters with the necessary control.

2507.08.C.4 In larger more complex areas, there must be a technician panel based around an approximately 10"/250 mm wireless touch panel. The system must provide intuitive control of all aspects of the AV system. It must also provide a room mode page whereby the technician can set up any conference suite configuration through a bespoke graphical representation of the various conference suite configurations.

2507.08.D Dimming Systems

2507.08.D.1 Each room must have a discretely located multi-channel dimming rack providing multiple channels per room.

2507.08.E Network Infrastructure for Internet Access

2507.08.E.1 Four CAT6 drops to each wall, floor box and two drops on the ceiling locations run back to patch bays on the data network.

2507.08.E.2 IDF patch bays cross connected with six CAT6 copper cables between IDF locations. Distances exceeding 330'-0"/100.0 m require fiber.

2507.08.E.3 6 strand fiber from MDF location to each IDF location servicing meeting rooms.

2507.08.E.4 Two CAT6 drops per location in corridor and pre-function areas run back to IDF.

2507.08.E.5 MDF and IDF locations distributed in locations that will accommodate runs less than 330'-0"/100.0 m to any meeting room location.

2507.08.E.6 MDF and IDF locations to include proper cooling.

2507.08.E.7 MDF and IDF locations to include a minimum of a 20 amp service.

2507.08.E.8 MDF and IDF locations to be sized based on quantity of Telco racks and equipment with clearance to walk entirely around rack.

2507.08.E.9 PSAV office to have CAT6 connectivity to IDF location.

2508.00 Recreational Facilities

2508.01 Fitness Center

2508.01.A Fitness Center Requirement

All hotels must have a fitness center designed by a professional fitness consultant.

2508.01.B Not Applicable to this Brand

2508.01.C Approval

The Hilton fitness team must approve the floor plan, equipment, layout and finishes.

2508.01.D Size Requirement

The fitness center must comply with the minimum size requirements in accordance with the schedule set forth below:

1. 0 – 150 keys = minimum 500 ft²/46 m²
2. 151 – 300 keys = minimum 600 ft²/56 m²
3. 301 – 450 keys = minimum 800 ft²/74 m²
4. 451 – 1,000 keys = minimum 1,000 ft²/93 m²

2508.01.E Larger Hotel Requirements

In larger hotels and certain markets the areas listed may be expanded, based upon Hilton requirements.

2508.01.F Not Applicable to this Brand

2508.01.G Required Zones

The Fitness Center layout must include the following zones:

- Entry Zone: Fitness centers over 600 ft²/56 m² must have a designated Entry Zone. The entry zone is to be clear of equipment and provide direct access to the towel station.
- Provide a dedicated area with brand approved faux wood/faux marble flooring with a rubber underlayment.
- Cardio Zone: Cardio units grouped together facing the same direction.
- Provide a dedicated area with brand approved faux wood/faux marble flooring with a rubber underlayment.
- Required framed mirror.
- Strength Zone: Space for strength units.
- Provide brand approved rubber flooring in strength training areas.
- Required framed mirror.
- Stretch Zone: Open floor space designated for stretching is required. The Stretch Zone must be outside of transition areas and have adequate space for stretching and utilization of core and balance equipment.
- Provide a dedicated area with brand approved faux wood/faux marble flooring with a rubber underlayment.
- Required framed mirror.

2508.01.H Securable & Spa Adjacent

The fitness center must be securable and located adjacent to the spa (if applicable) and have convenient access to the pool area and restroom facilities.

2508.01.I Not Applicable to this Brand

2508.01.J Doors and Windows

2508.01.J.1 The fitness center door must have a pair of 3'-0"/900 mm wide x 8'-0"/2.4 m high frameless glass doors, large view panel doors or a solid door with side lights.

2508.01.J.2 Windows must be provided when possible.

2508.01.J.3 Semi-private window treatments must be present on guest facing corridors and exterior facing windows.

2508.01.K Finish Options - Fitness Center

2508.01.K.1 The fitness center must be finished in one of the four approved color schemes. Please note that the Eforea scheme is only for properties that have an Eforea Spa. Schemes include rubber flooring in the cardio and strength areas, a vinyl wood floor entrance, mirror frames and a towel service amenity. Schemes must not be mixed.

2508.01.K.2 Floor: Rubber Flooring - For entryway, cardio, and stretch areas: provide a dedicated area with faux wood flooring with a rubber underlayment for shock absorption/deflection. Quality must be equal or better than: Mnfr: ECOPerformance aka TerrtainRX. Size: 6'-0"/1.8 m x 30'-0"/9.0 m. Thickness: 7mm thick (2 mm over 5 mm.)

For yoga/Pilates areas: provide a dedicated area with wood/faux wood flooring with a rubber underlayment for shock absorption/deflection purposes. Quality must be equal or better than: Mnfr: ECOPerformance aka TerrainRX. Size: 6'-0"/1.8 m x 30'-0"/9.0 m. Thickness: 7 mm Thick (2 mm over 5 mm.)

For strength training areas, rubber flooring must be provided. Quality must be equal or better than Mnfr: ECOFit. Size: rolls: 4'-0"/1.2 m x 25'-0"/7.5 m. Thickness: 8.2 mm (3.2 mm wear layer over 5 mm backing.)

Cool Scheme: Sand Piper (ECOFit), American Oak (ECOPerformance)

Neutral Scheme: Sand Piper (ECOFit), Mahogany (ECOPerformance)

Warm Scheme: Sand Castle (ECOFit), Brazilian Walnut (ECOPerformance)

Eforea Scheme: Moon Rock (ECOFit), Oiled Oak (ECOPerformance)

2508.01.K.2.a Base: Johnsonite contoured millwork base. Refer to the Fitness Guide at <https://designinformation.hilton.com> for required specifications.

2508.01.K.2.b Vinyl flooring is allowed with prior approval from Hilton.

2508.01.K.3 Wall: Paint

2508.01.K.3.a One accent color and one neutral color must be selected from a color scheme.

2508.01.K.4 Ceiling: Paint on gypsum

2508.01.K.4.a Provide 24" x 24"/600 mm x 600 mm white mineral fiber ceiling tiles and painted plasterboard perimeters and painted, skim coated plasterboard to bulkheads.

2508.01.K.4.b Ceiling height must be 9'-0"/2.75 m or higher.

2508.01.L Not Applicable to this Brand

2508.01.M Electrical

2508.01.M.1 Provide wall mounted uplighters and ceiling mounted recessed down lighters with feature accent lighting to highlight towel service station and wood framed mirrors.

2508.01.M.2 Lights for the fitness center must be on keyed switches or controlled at the circuit breaker so that they remain on at all times.

2508.01.M.3 Refer to Section 2514.08 for minimum light level requirements.

2508.01.M.4

A grounded power outlet (socket outlet), CAT6 cable and coaxial cable are required for each piece of cardio equipment. Label the grounded outlet. The power supply and cables must be home run to each piece of equipment. Refer to Section 1300.00 for equipment requirements.

2508.01.M.5 A cable management system is required to conceal the power and coaxial cable.

2508.01.M.6 Each treadmill must have a dedicated circuit with a NEMA power outlet (socket outlet). Where power supply is unstable, all fitness equipment that is electrically powered must have a minimum of 20 minutes UPS backup.

2508.01.M.7 Flush mounted floor outlets must be incorporated for any equipment that is not adjacent to a wall.

2508.01.M.8 Provide approximately 5db's of signal strength for each personal viewing LED/LCD screen on equipment.

2508.01.M.9 Provide one convenience power outlet (socket outlet) mounted 7'-0"/2.1 m above the finished floor for wall clock.

2508.01.N House Telephone Outlets

Provide an outlet for a house telephone.

2508.01.O Technology

2508.01.O.1 A minimum of one wall-mounted television is required. Televisions must comply with the sizes and specifications provided in Section 1706.01.C. Each television requires a grounded power outlet (socket outlet), CAT6 cable and coaxial cable.

2508.01.O.2 Personal viewing screens in cardio equipment are permitted. If the hotel utilizes PVS, they must comply with the specifications provided in Section 1706.01.C.

2508.01.P Furniture, Fixtures and Equipment

2508.01.P.1 Refer to Section 1302.04 for a list of required equipment.

2508.01.P.2 Not Applicable to this Brand

2508.01.P.3 All fitness equipment clearances as specified in the Hilton floor plan layout and by the manufacturer at installation must be maintained in accordance with the plans provided at installation.

2508.01.P.4 Contact the Hilton spa and fitness team for assistance with a floor plan layout identifying placement and quantities of equipment.

2508.01.P.5 Not Applicable to this Brand

2508.01.P.6 An Orion (or equivalent) towel cabinet is required. Refer to the Fitness Guide on <https://designinformation.hilton.com> for required specifications.

2508.01.P.7 Not Applicable to this Brand

2508.01.P.8 Mirrors

2508.01.P.8.a Framed mirrors must be present in the cardio, dumbbell, and stretch zones. Quantity is based on room dimensions and Hilton fitness dept. floor plan layout. Shatter proof mirror glass to be purchased locally. Specifications may be found in the Fitness Guide on <https://designinformation.hilton.com>.

2508.01.P.9 Not Applicable to this Brand

2508.01.P.10

A modular art wall is required in the fitness center.

Warm Scheme: Modular Arts - Cliff Pattern. Upgrade (optional): Ann Sacks Bosque Wood Planks - Eastern Black Walnut.

Neutral Scheme: Modular Arts - Dune Pattern. Upgrade (optional): Stone Source Glass Tile.

Cool Scheme: Modular Arts - Stream Pattern. Upgrade (optional): Alloy Dee Dee - Brushed Stainless.

Eforea Scheme: Modular Arts - Beadz Pattern. Upgrade (optional): Island Stone Bali Pebble Mosaic.

2508.02 Spa

2508.02.A Spa Requirement

A spa facility is optional. If provided it must meet all requirements in this section.

2508.02.B Urban and Resort Spa Requirements

Urban and Resort spa standards are outlined below:

2508.02.B.1 Urban Spa

2508.02.B.1.a Must be a minimum 4,000 ft²/372 m² (not including fitness center, pool and/or full service salon).

2508.02.B.1.b Provide a total of four treatment rooms including one double occupancy room.

2508.02.B.1.c A separate nail area is optional.

2508.02.B.1.d Not Applicable to this Brand

2508.02.B.1.e Provide relaxation lounge, one thermal experience (sauna, steam), and separate men's and women's locker room.

2508.02.B.2 Resort Spa

2508.02.B.2.a Must be a minimum 4,000 ft²/372 m² (not including fitness center, pool and/or full service salon).

2508.02.B.2.b Provide a total of four treatment rooms including one double occupancy room.

2508.02.B.2.c Separate nail area is optional.

2508.02.B.2.d Not Applicable to this Brand

2508.02.B.2.e Provide relaxation lounge, one thermal experience (sauna, steam), and separate men's and women's locker room.

2508.02.C Larger Spa Requirements

If urban or resort spas exceeds minimum 4,000 ft², these requirements may change accordingly with approval of the Hilton spa team, i.e. - number of showers, wash basins and water closets, and point of sale systems.

2508.02.D Not Applicable to this Brand

2508.02.E Not Applicable to this Brand

2508.02.F Not Applicable to this Brand

2508.02.G Not Applicable to this Brand

2508.02.H Not Applicable to this Brand

2508.02.I Approval

The spa must meet all minimum standards, be designed by an approved professional spa designer and approved by Hilton.

2508.02.J Fitness Center Access

The spa facility must have direct or convenient access to the fitness center which will include separate men's and women's restrooms and locker facilities.

2508.02.K Door

The spa entrance door must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high and have a large view panel or side light.

2508.02.L Required Facilities

The spa must have the following facilities:

2508.02.L.1 Reception/Retail Area

- 2508.02.L.1.a Provide a seating area with two seats located in/near the reception lobby.
- 2508.02.L.1.b The reception desk must not be higher than 42"/1.07 m on the customer side. Work surface for staff side must be 36"/915 mm.
- 2508.02.L.1.c Provide two point of sale stations at the primary reception desk with spa scheduling software that interfaces with the OnQ® property management system.
- 2508.02.L.1.d Provide two restricted telephone lines at reception desk, which do not allow inbound calls or reservations.
- 2508.02.L.1.e Four safe deposit boxes must be provided at the reception desk or other staffed desk, if not available in guest lockers.
- 2508.02.L.1.f The retail store must be adjacent to or near the primary spa entrance.
- 2508.02.L.1.g The retail desk must not be higher than 42"/1.07 m on the customer side. Work surface for staff must be 36"/900 mm. Chairs are not allowed behind desk.
- 2508.02.L.1.h The retail desk must accommodate space for gift-wrapping.
- 2508.02.L.1.i Provide product storage cabinets within the store equal to 10 percent of the total area of the store.
- 2508.02.L.1.j Provide a variety of furniture, fixtures and props to appropriately display merchandise.
- 2508.02.L.1.k Not Applicable to this Brand
- 2508.02.L.1.l Provide storage space and power outlets (socket outlets) for telephones, cash register, point of sale system, computers, fax, credit card, etc.

2508.02.L.2 Support Administration

- 2508.02.L.2.a Provide a reservation department separate from reception/registration desk (by front desk or with hotel central reservation department).
- 2508.02.L.2.b Provide a multi-purpose office located in/by reservation department.

2508.02.L.3 Locker Room

- 2508.02.L.3.a Provide 2.5 lockers per treatment room in the women's locker room. Provide 2 lockers per treatment room in the men's locker room. (Add an additional 20 half lockers in each locker facility if fitness center guests will be using the spa locker facility.)
- 2508.02.L.3.b Provide full length or half length lockers with a minimum of one shelf and keyless system.
- 2508.02.L.3.c Provide separate facilities for men and women.
- 2508.02.L.3.d Provide direct or easy access to fitness center and workout facilities.
- 2508.02.L.3.e Provide a private changing room in each locker room.
- 2508.02.L.3.f Not Applicable to this Brand
- 2508.02.L.3.g Provide for a seated dry grooming vanity area with a minimum of two hair dryers.
- 2508.02.L.3.h Provide cabinetry for clean and soiled linens.
- 2508.02.L.3.i Water Closets and Wash Basin Area

2508.02.L.3.i.1 Minimum of two water basins per locker room are required.

2508.02.L.3.j Showers

2508.02.L.3.j.1 Provide a minimum of two showers in the men's and women's locker rooms

2508.02.L.3.j.2 Showers design must include a private disrobing area at entry of shower and a seat or corner step in the shower area.

2508.02.L.4 Thermal Therapy Area

2508.02.L.4.a Provide a minimum of one thermal facility (i.e. – aromatic steam, sauna, hamman, etc.)

2508.02.L.5 Waiting Area

2508.02.L.5.a The co-ed spa waiting area must be accessed through locker room area.

2508.02.L.5.b Co-ed or separate waiting areas to be selected based upon spa programming.

2508.02.L.5.c Provide storage for towels.

2508.02.L.5.d Number count for lockers, showers, wash basins and water closets will increase if the spa implements a fitness/spa membership program for locals.

2508.02.L.6 Co-ed Relaxation Lounge (if space permits)

2508.02.L.6.a Not Applicable to this Brand

2508.02.L.6.b The lounge must have an array of comfortable seating types, including single chairs with ottomans or lounges, love seats or sofa seating with side tables and/or a coffee table.

2508.02.L.7 Treatment Room

2508.02.L.7.a All tiled floors must slope towards floor drains, to allow effective drainage.

2508.02.L.7.b Each room must have cabinet storage for linen and supplies.

2508.02.L.7.c Provide designated storage space in each room for major equipment, which is easily accessible to team members.

2508.02.L.7.d Provide outdoor treatment areas if spa permits.

2508.02.L.7.e Not Applicable to this Brand

2508.02.L.7.f Not Applicable to this Brand

2508.02.L.7.g Not Applicable to this Brand

2508.02.L.7.h Accommodations must include three facials and two wet treatment rooms (vichy/showers).

2508.02.L.7.i Provide thermostats in each treatment room to control the room's temperature. The climate controls must be capable of producing 3-5 degrees of temperature change within five minutes.

2508.02.L.7.j A hand wash basin is required in each treatment room/area.

2508.02.L.8 Nail Room/Area

2508.02.L.8.a Room/area dimension must be large enough to fit two manicure and two pedicure stations for urban spas and allow space around the equipment for circulation.

2508.02.L.8.b Not Applicable to this Brand

2508.02.L.8.c Room must have cabinet storage for linen and supplies.

2508.02.L.8.d One prep room must be located near treatment area.

2508.02.L.9 Salon

2508.02.L.9.a Salon consideration is based upon geographical location and customer mix of hotel. There may not be a need for a salon in certain markets.

2508.02.L.9.b Salon must be separated from spa reception, lounges and other areas by a door.

2508.02.L.9.c Salon reception desk must be equipped with power outlets (socket outlets) and data outlets for a telephone, computer, cash register and credit card machine. (This desk is not a part of the spa reception desk).

2508.02.L.9.d Provide a seating area, up to two chairs per three styling stations.

2508.02.L.9.e Styling stations must have product storage, electrical equipment storage, guest footrests and electrical supply. Power outlets (socket outlets) must be housed on the left hand side half way from the floor.

2508.02.L.9.f Provide nail services consisting of two manicure stations and two pedicure stations (if not located in spa).

2508.02.L.9.g In full service salons, a dispensary area must be provided for chemical preparation and storage.

2508.02.L.10 Team Member Break Room

2508.02.L.10.a Provide a spa manager's office with power outlets (socket outlets) and data outlets for a telephone, computer and printer linked to all spa/property systems.

2508.02.L.10.b Provide a designated water closet, table and rest area (if space permits).

2508.02.L.10.c Provide a team member locker facility (unless team members are able to use hotel locker facilities).

2508.02.L.10.d Provide storage and shelving.

2508.02.L.11 Storage Rooms

2508.02.L.11.a Provide a laundry and linen storage room. Storage room must have open shelves for clean linens and be large enough to house laundry carts/outlets for used linen. In some regions it is against health code regulations to store soiled linen and clean linen together. In this case, a separate room must be designated for soiled linen carts.

2508.02.L.11.b Not Applicable to this Brand

2508.02.L.11.c Provide a minimum of one securable janitor's storeroom.

2508.02.L.11.d Provide one retail/product storage area.

2508.02.L.12 Pantry/Spa Prep Room

2508.02.L.12.a Not Applicable to this Brand

2508.02.L.12.b Provide a dishwasher and under-counter refrigerator.

2508.02.L.12.c Provide wall and floor mounted cabinet storage with under-cabinet task lighting.

2508.02.L.12.d Provide a deep hand wash basin.

2508.02.L.13 Finish Options - Spa

2508.02.L.13.a Floor: Wood - tongue and groove, porcelain tile, natural stone, woven vinyl tile, marble/granite

2508.02.L.13.a.1 Base (minimums): 6"/150 mm wood, porcelain tile, natural stone

2508.02.L.13.a.2 Treatment room flooring must provide stress relief to therapists.

2508.02.L.13.b Wall: Vinyl wallcovering, wood or special finish, epoxy paint, natural stone

2508.02.L.13.c Ceiling: Paint on gypsum, wood or special finish

2508.02.L.14 Mechanical/Plumbing

2508.02.L.14.a Provide individual environmental controls in each treatment room.

2508.02.L.14.b A floor wash basin must be included in each janitorial closet in locker room wet areas.

2508.02.L.14.c Provide a climate controlled area for AV equipment storage in the mechanical room.

2508.02.L.15 Electrical

2508.02.L.15.a Lights for the restrooms, lockers and waiting areas must be on keyed switches or controlled at the circuit breaker so that they remain on at all times during operation.

2508.02.L.15.b Ceiling fixtures and air supply units are not allowed to be directly over massage tables.

2508.02.L.15.c Provide indirect and dimmable lights in treatment rooms.

2508.02.L.15.d Provide wall sconces with up-lights that are individually controlled with dimmer switches in all spa areas. Fluorescent lighting must not be used in these areas.

2508.02.L.15.e Refer to Section 2514.08 for minimum light level requirements.

2508.02.L.15.f Provide a floor power outlet (socket outlet) in dry treatment rooms to power massage beds.

2508.02.L.15.g Provide a GFCI/ELCB/RCCB or equal ground fault protected wall power outlet (socket outlet) in wet rooms to power hydro bed.

2508.02.L.16 Technology

2508.02.L.16.a Not Applicable to this Brand

2508.02.L.16.b Provide an outlet for a house telephone located near the seating area in lobby and in the locker room.

2508.02.L.16.c Provide a sound system throughout the spa.

2508.02.L.16.d Treatment rooms must have individual volume controls.

2508.02.L.16.e Provide four data outlets for point of sale equipment.

2508.02.L.17 Furniture, Fixtures and Equipment

2508.02.L.17.a Seating areas must have plush and oversized reclining or overstuffed chairs.

2508.02.L.17.b Lounges and lobby area must have a console table or appropriate furniture piece to display reading material.

2508.03 Pool/Whirlpool

2508.03.A Not Applicable to this Brand

2508.03.B Pool Requirement

All hotels must have a pool.

2508.03.C Not Applicable to this Brand

2508.03.D Whirlpool Requirement

A whirlpool is optional unless a spa is provided. If a whirlpool is provided it must be reviewed and approved by the brand for design and functionality.

2508.03.E Dimensions

2508.03.E.1 Indoor pools must have a minimum water surface of 600 ft²/55 m² with a length of not less than 30'-0"/9.0 m.

2508.03.E.2 Outdoor pools must have a minimum water surface area of 800 ft²/74 m².

2508.03.E.3 Not Applicable to this Brand

2508.03.E.4 The minimum pool depth must be 3'-0"/900 mm except when a zero entry ramp is used; the maximum depth must be 5'-0"/1.5 m.

2508.03.E.5 The whirlpool must be located near the pool and have a minimum 50 ft²/4.65 m² surface area.

2508.03.E.6 Hilton reserves the right to increase the minimum pool size dependent upon key count and/or market demands.

2508.03.F Orientation

The orientation of the outdoor pool must be such that it receives unobstructed sunlight from mid-morning to late afternoon.

2508.03.G Materials Not Allowed

Pool finishes must be tile, plaster or stainless steel. Paint, PVC and vinyl liners are not allowed.

2508.03.H Gunite Construction

Pool Shell

2508.03.H.1 The pool shell must be constructed of concrete or stainless steel.

2508.03.H.2 Pool shell finish over concrete must be tile or pool plaster with a 15 year life expectancy.

2508.03.H.3 Pool shell finish over stainless steel must be tile or stainless steel with #320 finish.

2508.03.I Not Applicable to this Brand

2508.03.J Pool Restrooms

2508.03.J.1 Direct access is required to men's and women's restrooms. Outdoor pools must have easy access to restrooms.

2508.03.J.2 Guest locker rooms shared between recreational facilities that are directly adjacent to the pool can serve as pool restrooms. Refer to Section 2508.04 for guest locker room requirements.

2508.03.K Not Applicable to this Brand

2508.03.L Doors and Windows

2508.03.L.1 Doors to indoor pools must be a minimum of 3'-0"/915 mm wide x 6'-8"/2.04 m high and have a full vision panel.

2508.03.L.2 Not Applicable to this Brand

2508.03.L.3 Not Applicable to this Brand

2508.03.L.4 Not Applicable to this Brand

2508.03.L.5 All pools must be securable after hours.

2508.03.L.6 When provided, entry gates to outdoor pools must be self-closing and self-latching. The entry handles and/or latch must be mounted at 48"/1.2 m above the finished floor (if allowed by local code) to prevent access by unaccompanied children.

2508.03.M Finish Options - Indoor Pool

2508.03.M.1 Floor: Porcelain tile, natural stone. The deck around the pool must be a decorative non-slip surface.

2508.03.M.1.a Base (minimums): 4"/100 mm porcelain tile, natural stone

2508.03.M.2 Wall: Epoxy paint, porcelain tile, natural stone, acrylic knockdown - orange peel texture

2508.03.M.3 Ceiling: Washable surface ceiling tile with non-corrosive grid

2508.03.M.3.a The finished ceiling must have a minimum height of 10'-0"/3.0 m.

2508.03.M.3.b Exposed painted structure, mechanical equipment and ductwork is not acceptable.

2508.03.M.4 High quality, non-corroding, non-ferrous finishes are to be provided throughout pool area.

2508.03.N Deck/Coping

2508.03.N.1 A clear, unobstructed space of 5'-0"/1.5 m wide around the pool perimeter and 3'-0"/900 mm wide around whirlpools must be provided. Infinity pools must have a clear, unobstructed space of 5'-0"/1.5 m wide around the three sides of the pool perimeter, the infinity edge must be protected by installing a safety glass barrier or by other design solutions.

2508.03.N.2 In addition to the unobstructed perimeter requirements, usable deck area at indoor pools must be a minimum of 12'-0"/3.7 m on each end for pool seating.

2508.03.N.2.a In addition to the unobstructed perimeter requirements, usable deck area around outdoor pools must be a minimum of 15'-0"/4.57 m on all sides for pool seating.

2508.03.N.3 The pool deck area must slope away from the pools to drains. Decks must not drain into landscaped areas.

2508.03.N.4 The coping must have a non-slip finish.

2508.03.N.5 Pool coping must be designed to allow maintenance or replacement without removal of the pool deck. Cascade edge copings must be reviewed and approved by Hilton.

2508.03.N.6 The pool deck must be easily cleanable. The floor surface finishes must be applied to provide a "low risk of slip" rating both under wet and dry conditions. The testing methods employed must be those that are specified by local laws or recognized as best practice guidance issued from the country. Refer to [Section 2514.03.A](#).

2508.03.N.7 Not Applicable to this Brand

2508.03.N.8 Outdoor pool decks must have a Solar Reflectivity Index (SRI) of no less than 0.30.

2508.03.N.9 Joints where the pool or whirlpool coping meets the deck must be protected from the relative pressure of adjoining deck movement.

2508.03.N.10 Joints where the deck meets the pool or whirlpool must be watertight.

2508.03.N.11 Decks must be installed with relief joints for thermal movement and potential settling.

2508.03.N.12 Pools must be deck level gutter pools or infinity pools with the water level equal to the surrounding deck. Other designs will be considered with prior approval from Hilton.

2508.03.N.13 The pool deck must not be permeable. Large-scale deck paver systems may be used that allow water to drain through to an airspace that drains.

2508.03.O Stairs/Railing/Fencing

2508.03.O.1 Steps with uniform treads and risers and a handrail must be provided at the whirlpool and shallow end of the pool (unless zero entry ramp is provided). At least one ladder must be provided at the deep end.

2508.03.O.2 When provided, fencing (minimum 48"/1.2 m high) is required around all outdoor pool areas. Chain link or wood fencing is not allowed.

2508.03.P Pool Markers

2508.03.P.1 Recessed hard tile water depth markings in contrasting colors must be placed on the top of the pool and whirlpool coping and on the inside rim of the pool and whirlpool perimeter, above the water line at reasonable intervals and at every 12"/300 mm of depth change. Lettering must be at least 4"/102 mm high.

2508.03.P.2 Wherever islands, fountains and other structures are located within pools, depth markings must be posted thereon and must be visible from the opposite pool edge.

2508.03.P.3 Depth indicators must be in Imperial and metric units.

2508.03.P.4 Depth must be measured 24"/600 mm out from the edge of the coping. Actual pool depths must be measured and verified prior to marking the pool deck and sides. Variation from depth marker must be no more than $\pm 2"/50$ mm.

2508.03.P.5 The pool and whirlpool copings must have the international no diving symbol and the words "NO DIVING" around the pool and whirlpool perimeter. The text must be legibly displayed in contrasting characters in the English language. Text in the local language may also be added.

2508.03.P.6 Painted, stenciled and vinyl appliqué markings must not be used.

2508.03.Q Mechanical

2508.03.Q.1 Provide water vapor retarder within the pool enclosure walls to prevent moisture migration into the wall or ceiling cavities, adjacent spaces, and to minimize moisture condensation potential within the envelope.

2508.03.Q.2 The water temperature of all pools must be controlled.

2508.03.Q.3 Indoor pools must be maintained at a minimum of 83 °F/28.3 °C and exterior pools must be maintained at a minimum temperature of 80 °F/26.7 °C.

- 2508.03.Q.4 Outdoor pools must have temperature maintained between 80 °F/26.7 °C and 89 °F/31.7 °C. Locations where pool water temperatures will rise above 89 °F/31.7 °C must provide cooling systems to maintain pool water temperatures within the specified range.
- 2508.03.Q.5 The whirlpool must be operated between the temperatures of 99 °F/37.2 °C and 103 °F/39.4 °C. The water is never allowed to be in excess of 104 °F/40 °C.
- 2508.03.Q.6 Provide a complete packaged HVAC and dehumidification system to maintain the pool area temperature and relative humidity while minimizing pool water evaporation. Provide the features listed below:
- 2508.03.Q.6.a A packaged system specifically designed for pool area dehumidification, factory assembled and tested, with test report available on request.
 - 2508.03.Q.6.b Materials suitable for the pool environment with air side surfaces coated for corrosion protection.
 - 2508.03.Q.6.c An outdoor air connection that provides the outdoor air required in Section 2514.06.
 - 2508.03.Q.6.d A microprocessor control system with solid state sensors and a remote-mounted solid state control panel with LED indicators and service diagnostics must be located in the pool room.
 - 2508.03.Q.6.e Heating:
 - 2508.03.Q.6.e.1 Gas duct heater: Provide a gas-fired duct heater with stainless steel heat exchanger, two-stage or modulating heating control, stainless steel burners, spark ignition and power vent.
 - 2508.03.Q.6.e.2 Electric duct heater: Provide an electric resistance, two-stage or SCR controlled duct heater that complies with NFPA 70.
 - 2508.03.Q.6.e.3 If fuel fired systems are used, they must be designed to comply with NFPA 54 (www.nfpa.org) and manufacturers recommended installations instructions.
- 2508.03.Q.7 Install pool cooling systems with approved heat exchangers fed from the chilled water distribution system.
- 2508.03.Q.8 Provide water meters for pool makeup and filtration blow down systems.
- 2508.03.Q.9 Pool equipment rooms must not be located below guestrooms.
- 2508.03.Q.10 Pool equipment and chemicals must be located in a lockable, vented storage room away from guest view.
- 2508.03.R Plumbing
- 2508.03.R.1 Provide poolside showers for all pools.
 - 2508.03.R.2 Not Applicable to this Brand
 - 2508.03.R.3 Provide a hose bib for wash down. Hose bib must be frost-proof where climate conditions dictate.
 - 2508.03.R.4 Provide plumbed eye wash station or country recognized safety equivalent within the pool equipment room that complies with ANSI/ISEA Z358.1-2009 (www.ansi.org).
- 2508.03.S Safety/Pool Systems
- 2508.03.S.1 Provide pool equipment room to house pool heaters, pumps and filtration equipment.
 - 2508.03.S.2 Provide surge tanks for deck level gutter pools.
 - 2508.03.S.3 Design pool filtration and recirculation system to recirculate the entire pool water volume every six hours.

2508.03.S.4 Provide water flow rate meters, pressure gages for pumping systems, and calibrated thermometers for spa and pool conditions.

2508.03.S.5 Provide an automatic water makeup system to include a back flow preventer.

2508.03.S.6 Provide automatic shutdown of pool circulation systems when heated supply water temperature exceeds 95 °F/70.5 °C for main pool and 110 °F/ 43.3 °C for spa to minimize risk of scalding.

2508.03.S.7 Size the whirlpool filtration system to operate at least two hours per day with full water turnover rate of not more than thirty minutes.

2508.03.S.8 All pools must be equipped with continuous monitoring/feed disinfecting equipment. The equipment must maintain a residual of not less than one part per million. Allowed disinfecting equipment includes:

2508.03.S.8.a A saline-based generator system that is NSF 50 and UL standard 1081 (www.ul.com) tested and certified (or the equivalent) and sized per local guidelines.

2508.03.S.8.b Not Applicable to this Brand

2508.03.S.8.c Provide link to building automation system for remote monitoring and performance evaluation.

2508.03.T Electrical

2508.03.T.1 Not Applicable to this Brand

2508.03.T.2 Provide a labeled emergency equipment shut-off switch/button located adjacent to the whirlpool that will shut off all jet pumps/blower and re-circulating pumps.

2508.03.T.3 Lighting

2508.03.T.3.a All electrical power circuits installed in and around the pool area must be equipped with GFCI/ELCB/RCCB or equal ground fault interrupters.

2508.03.T.3.b Not Applicable to this Brand

2508.03.T.3.c Provide a minimum of two UL (www.ul.com) listed wet niche submersible and underwater rated light fixtures for each pool and one fixture for each whirlpool. Lights must be changeable without draining the pool.

2508.03.T.3.d Lights are not allowed to be located over the water surface.

2508.03.T.3.e Lights at the indoor pool area must be on keyed switches or controlled in a location that is not accessible by guests so they remain on at all times.

2508.03.T.3.f Refer to Section 2514.08 for minimum light level requirements.

2508.03.T.3.g Power outlets (socket outlets) must be waterproof and must not be located on the floor.

2508.03.T.3.h Provide a 20 minute time switch to control the whirlpool water jets.

2508.03.U House Telephone Outlets

Provide an outlet for a house telephone.

2508.03.V Furniture, Fixtures and Equipment

Furniture, Fixtures and Equipment

Refer to Section 2515.01.E, Outdoor Furniture, for requirements applicable to this Section.

2508.03.V.1 Provide chaise lounges, tables and seating to accommodate a minimum of 20 people in the pool area. Minimum requirement increases with pool size and market demand. Indoor pools must provide more chairs and tables than chaises. Hilton must give final approval on number of seating.

2508.03.V.2 A minimum of three tables must be provided for interior pool decks.

2508.03.V.3 A minimum of three tables with umbrellas must be provided for exterior pool decks.

2508.03.V.4 Plastic straps and plastic pool furniture must not be used.

2508.03.V.5 Chaise lounge cushions are not required on Brand approved pool furniture (i.e., sling styles).

2508.03.V.6 Not Applicable to this Brand

2508.03.V.7 Not Applicable to this Brand

2508.03.V.8 Provide a lockable storage area hidden from guest view for outdoor pool furniture.

2508.03.W Safety Equipment

2508.03.W.1 Provide an anti-entrapment (hair, digit and suction) drain cover for all primary drains and suction inlets for all pools, whirlpools, water features and/or water fountains. Fountains with natural flow or drip and not mechanically powered are not included. All drain covers must be secured on drains at all times. Properties must retain a letter by the installer that states the cover was installed per the manufacturer's instructions.

2508.03.W.2 A Safety Vacuum Release System (SVRS) or other approved automatic drain blockage relief system is required for all existing pools, whirlpools, water features and fountains that currently have a single main drain installed. All newly constructed pools, whirlpools, water features and fountains must be designed without the need for a SVRS.

2508.03.W.3 A professionally-fitted pool cover must be installed when the outdoor pool and/or whirlpool is closed for the season. The temporary use of pool covers is prohibited. When used, pool covers and their installation must meet local code regulations.

2508.04 Locker Room/Restroom

2508.04.A Restroom Proximity

The guest locker rooms can serve the pool, the fitness center and the spa (if applicable) if the guest locker rooms are within direct access of each facility. If not possible, each individual area must have its own guest locker rooms. Access from the locker room to these facilities must not go through other guest areas such as the lobby.

2508.04.B Section 2508.02 Referral

Refer to Section 2508.02 for spa locker room requirements.

2508.04.C Guest Locker Room Requirement

Dedicated guest locker rooms are required for fitness centers over 1,000 ft²/90 m² or hotels over 451 keys.

2508.04.D Unisex Restroom Requirement

A unisex restroom/locker facility is not acceptable.

2508.04.E Entry Doors

Entry doors must be a minimum of 3'-0"/915 mm wide x 8'-0"/2.4 m high and have self-closing hardware, latch set and privacy button.

2508.04.F Finish Options - Locker Room/Restroom

2508.04.F.1 Floor: Porcelain tile, woven tile, carpet (nylon broadloom)

2508.04.F.1.a Base (minimums): 4"/100 mm porcelain tile, carpet, through body synthetic

2508.04.F.2 Wall: Vinyl wallcovering, paint. Full height porcelain tile wall is required on all plumbing fixture walls.

2508.04.F.3 Ceiling: Paint on gypsum

2508.04.G Changing Cubical

Provide at least one private changing cubical and one of universal access in the men's and women's locker rooms.

2508.04.H "Wet" Area Design

Locker rooms must be designed so that guests must not cross a "wet" area to gain access to the lockers. Wash basins, water closets and showers must be placed at the rear of each locker room or to one side of the lockers so that it is not necessary to cross any "wet" area to gain access to the lockers.

2508.04.I Shower Requirements

A minimum of one shower must be provided in each of the men's and women's facilities. Showers must provide for private disrobing area behind a locked door, a bench and coat hooks. The shower must have a seat or corner step and have amenity dispensers built into the shower area. Universal access showers must incorporate a level deck shower with grab rails, seat and pull cord alarm.

2508.04.J Vanity Top Materials

Vanity tops, apron and splashes must be of a material compliant with Section 2515.04. Vanities must have under mount vitreous china lavatories and suitable space for amenities.

2508.04.K Plumbing

2508.04.K.1 Provide one floor drain with chrome-plated brass cover at each water closet centered under a water closet partition.

2508.04.K.2 Water closets must be wall mounted vitreous china units with automatic flush-valve operation.

2508.04.K.3 Water closets must be elongated bowl type with a white solid plastic seat and self-sustaining stainless steel hinges.

2508.04.K.4 Exposed plumbing must be chrome-plated.

2508.04.K.5 All plumbing fixtures and faucets (except showers) must have touchless electronic operation.

2508.04.L Electrical

2508.04.L.1 Provide two power outlets (socket outlets) with GFCI/ELCB/RCCB or equal ground fault protection at 3'-6"/1.07 m above the finished floor adjacent to vanity.

2508.04.L.2 Refer to Section 2514.08 for minimum light level requirements.

2508.04.M House Telephone Outlets

Provide an outlet for a house telephone.

2508.04.N Furniture, Fixtures and Equipment

2508.04.N.1 Not Applicable to this Brand

2508.04.N.2 Provide keyless system, double-tiered half-lockers, 12"/300 mm wide x 18"/450 mm deep x 36"/900 mm high, with enclosed bases, top and solid fronts with partial louvers. Lockers must be mounted on a tiled concrete plinth and securely anchored.

2508.04.N.3 The locker room must have one brand approved weight scale.

2508.04.N.4 Provide locker benches.

2508.04.N.5 Provide one robe hanging rail approximately 5'-0"/1.5 m long with double robe hooks at 12"/300 mm on center in each locker room.

2508.04.N.6 Provide a wall mounted full length mirror in each locker room. Framed mirrors must be installed with tamper proof wall mounts.

2508.05 Sauna

2508.05.A Sauna Requirement

A sauna is optional but is required when a spa is provided. Refer to Section 2508.02 for sauna requirement within the spa facility.

2508.05.B Separate Men & Women Sauna

A sauna must be provided for men and women separately and accommodate a minimum of four people.

2508.05.C Unisex Requirement

The sauna may be a unisex facility for hotels with less than 300 keys.

2508.05.D Location

Sauna must be located in locker room area, if not located in the spa.

2508.05.E Door

The sauna door must be insulated, have a full glass panel with safety glass and narrow stile and open out. The door hardware must be non-locking or latching, with self-closing device.

2508.05.F Unit, Temperature & Humidity

The sauna must be a pre-engineered standard manufactured unit. Maximum sauna temperature must be 175 °F/79.4 °C with the relative humidity controlled in the range of 15 – 20 percent. Controls must not be accessible to the guest.

2508.05.G Timing Device

The sauna must have a hand-operated timing device to control the heating element. The timer must be mounted on the interior and exterior wall adjacent to the entrance.

2508.05.H Emergency Panic Button

An emergency panic button is required in the sauna room.

2508.05.H.1 The emergency button must be located 36"/900 mm maximum above the finished floor with an annunciation bell that rings to a location that is manned 24-hours a day unless the local jurisdiction requires otherwise.

2508.05.I Light

The sauna light must have a shatterproof safety cover and be continuously illuminated for security.

2508.05.J Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2508.06 Steam Room

2508.06.A Steam Room Requirement

A steam room is optional but is required when a spa is provided. Refer to Section 2508.02 for steam room requirement within the spa facility.

2508.06.B Separate Men & Women Steam Room

A steam room must be provided for men and women separately and accommodate a minimum of four people.

2508.06.C Unisex Requirement

The steam room may be a unisex facility for hotels with less than 300 keys.

2508.06.D Location

Steam room must be located in locker room area, if not located in the spa.

2508.06.E Door

The steam room door must be insulated, have a full glass panel with safety glass and narrow stile and open out. The door hardware must be non-locking or latching, with self-closing device.

2508.06.F Unit, Temperature & Humidity

The steam room must be a pre-engineered standard manufactured unit. Maximum steam room temperature must be 120 °F/48.9 °C with relative humidity controlled in the range of 80 – 100 percent. Controls must not be accessible to the guest.

2508.06.G Timing Device

The steam room must have a hand-operated timing device to control the heating element. The timer must be mounted on the interior and exterior wall adjacent to the entrance.

2508.06.H Emergency Panic Button

An emergency panic button is required in the steam room.

2508.06.H.1 The emergency button must be located 36"/900 mm maximum above the finished floor with an annunciation bell that rings to a location that is manned 24-hours a day unless the local jurisdiction requires otherwise.

2508.06.I Light

The steam room light must have a shatterproof safety cover and be continuously illuminated for security.

2508.06.J Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2508.07 Not Applicable to this Brand

2508.08 Tennis Court

2508.08.A Tennis Court Requirement

A tennis court is optional.

2508.08.B Design Criteria

Tennis court must be designed by an approved tennis facility designer.

2508.08.C Enclosure Requirements

Tennis courts must be completely enclosed with a 10'-0"/3.0 m chain link fence and securable gate. The fence must have attached windscreens.

2508.08.D Orientation

Tennis courts must be oriented in a north-south direction.

2508.08.E Landscape Requirement

Landscape buffer planting areas must be provided around the tennis court fencing.

2508.08.F Drinking Fountain

An electric drinking fountain must be provided near the restrooms.

2508.08.G Light

Tennis courts must be lighted.

2508.08.H Not Applicable to this Brand

2508.08.I Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2508.08.J House Telephone Outlets

Provide an outlet for a house telephone in a weatherproof box in close proximity.

2508.08.K Outdoor Bench

An outdoor bench is required for spectator viewing

2509.00 Circulation

Refer to Section 2514.00, Technical Criteria, and Section 2515.00, Furnishings, Fixtures and Equipment, for requirements applicable to this section.

2509.01 Elevators/Lifts

2509.01.A Horizontal/Vertical Transport Systems Design

All horizontal and vertical transportation systems must be designed by a professional lift consultant and be approved by Hilton.

2509.01.B Elevator/Lift Controls

Top of elevator/lift controls must be mounted no more than 48"/1.2 m above the finished floor.

2509.01.C Operating Panels

One operating panel in each cab is required. The design of the operating panels must clearly identify the major levels, i.e. lobby, ballroom, etc.

- 2509.01.D Door Open Button
Each elevator/lift control panel must be equipped with a "door open" button.
- 2509.01.E Card Reader Access
Guest elevators/lifts control panel must access to all guest floors. Each control panel inside the cab must have a card reader.
- 2509.01.F Ventilation Requirements
Elevator cabs that are not surrounded by conditioned space must be ventilated with a two-speed exhaust fan and concealed vents at the base and ceiling of the cabs.
- 2509.01.G Intercom Requirement
A recessed intercom connected to a constantly monitored location is required in all elevators/lifts.
- 2509.01.H Car Position Indicator
A car position indicator mounted above the operating panel at a minimum of 66"/2.0 m above the finished floor must be visible to passengers.
- 2509.01.I Car Position Indicator Monitoring
Provide a car position indicator panel at a constantly monitored location.
- 2509.01.J Guest Elevator/Lifts
 - 2509.01.J.1 All hotels must have a minimum of two guest elevators/lifts with a minimum 3,000 lb/1,350 kg capacity each. A traffic study must be provided to determine minimum elevator/lift requirements for ballrooms and meeting spaces.
 - 2509.01.J.2 At least one elevator must be sized for a medical stretcher and must stop at all guestroom floors. A service elevator must be used when possible.
 - 2509.01.J.3 Not Applicable to this Brand
 - 2509.01.J.4 Finish Options - Guest Elevator/Lifts
 - 2509.01.J.4.a Floor: Natural stone
 - 2509.01.J.4.a.1 Base: Recessed, flush or surface mounted stone, wood - stain grade, metal or plastic laminate base
 - 2509.01.J.4.b Wall: Decorative panels and mirrors
 - 2509.01.J.4.c Ceiling: Decorative panels and mirrors. Eggcrate ceilings are not allowed.
 - 2509.01.J.5 Not Applicable to this Brand
 - 2509.01.J.6 Hydraulic passenger elevators/lifts are allowed and must have the following minimum cab speeds:

# Floors	Up	Down	Type
2-3 Stories	150 FPM/0.64 m/s	165 FPM/0.84 m/s	Hydraulic
2-3 Stories	150 FPM/0.64 m/s	150 FPM/0.64 m/s	MRL gearless
4-5 Stories	150 FPM/0.64 m/s	150 FPM/0.64 m/s	MRL gearless

- 2509.01.J.7 Elevator/lift study must support an average wait time of 35 seconds with 15 percent handling capacity in a 5 minute period. Variables to be used for the study are 100 percent occupancy, 1.8 occupants per room. The elevator/lift study must include occupancy in all public areas of the hotel.
- 2509.01.J.8 Elevator/lift walls must have a handrail mounted 32"/810 mm above the finished floor on the back wall or have handrails on both side walls.
- 2509.01.J.9 Minimum width of the passenger elevator/lift door opening must be 3'-6"/1.1 m.
- 2509.01.J.10 Minimum height of door opening must be 7'-0"/2.1 m.
- 2509.01.J.11 Minimum clear inside cab height is 7'-6"/2.3 m.
- 2509.01.J.12 Not Applicable to this Brand
- 2509.01.J.13 Not Applicable to this Brand
- 2509.01.J.14 Not Applicable to this Brand
- 2509.01.J.15 Refer to [Section 2514.08](#) for minimum light level requirements.

2509.01.K Parking Garage Elevator/Lifts

- 2509.01.K.1 Parking garages must have a minimum of one elevator/lift separate from guestroom elevators. When only one elevator/lift is installed, stairs are required with front of house finish quality to allow access from the parking garage to the hotel lobby. An elevator/lift study must be submitted to support number of parking garage elevators/lifts.
- 2509.01.K.2 Where multi-level garages are provided, exit stairwells must meet the requirements in Section 2509.04.
- 2509.01.K.3 Parking garage elevators/lifts, when integral with the hotel, must terminate at the lobby level, within view of the front desk. Direct guest access from parking garage level to guestroom floors must be by card key/room key access.
- 2509.01.K.4 Not Applicable to this Brand
- 2509.01.K.5 Refer to Section 2514.08 for minimum light level requirements.

2509.01.L Service Elevator/Lifts

- 2509.01.L.1 All hotels must have a minimum of two banked service elevators/lifts with a 4,400 lb/2,000 kg capacity with a minimum clear inside height of 9'-2"/2.8 m. Minimum height of door opening must be 7'-6"/2.3 m. The desired proportion of the cab is greater depth than width. Additional service elevators/lifts must be added for each 250 guestrooms or fraction thereof. The evaluation must be approved by Hilton.
- 2509.01.L.2 Not Applicable to this Brand
- 2509.01.L.3

Service elevator/lift must have the following minimum cab speed:

# Floors	Speed	Type
2-5 Stories	150 FPM/0.76 m/s	Hydraulic/MRL gearless
6-7 Stories	150 FPM/0.76 m/s	MRL gearless
8-14 Stories	530 FPM/1.78 m/s	Geared/MRL gearless
14-20 Stories	500 FPM/2.54 m/s	Gearless/MRL gearless

- 2509.01.L.4 Minimum width of the elevator/lift door opening must be 52"/1.3 m, with a single side opening door.
- 2509.01.L.5 Minimum width of the elevator/lift door opening must be 44"/1.1 m with two doors.
- 2509.01.L.6 Service elevator/lift control buttons must be vandal-proof.
- 2509.01.L.7 When a freight elevator/lift is provided, the minimum size is a 5,000 lb/2,500 kg capacity with a minimum clear inside height of 9'-6"/2.9 m.
- 2509.01.L.8 Hotels with a ballroom/exhibit hall in excess of 15,000 ft²/1,400 m² must also provide an oversized vehicle elevator/lift with a 10,000 lb/4,500 kg capacity and a clear inside height of 9'-6"/2.9 m.
- 2509.01.L.9 Service elevator/lift doors must be stainless steel – pressed pattern.
- 2509.01.L.10 Finish Options - Service Elevator/Lifts
 - 2509.01.L.10.a Floor: Vinyl composite tile, non-skid diamond mesh, porcelain tile (12"/300 mm x 12"/300 mm minimum; rectangular tiles are allowed), natural stone
 - 2509.01.L.10.a.1 Base (minimums): 4"/100 mm vinyl, stainless steel, natural stone, wood
 - 2509.01.L.10.b Wall: Stainless steel - pressed pattern with wall bumpers at 14"/350 mm and 32"/800 mm above the finished floor
 - 2509.01.L.10.c Ceiling: Baked enamel paint
- 2509.01.L.11 Protected lighting is required.
- 2509.01.L.12 Refer to Section 2514.08 for minimum light level requirements.

2509.02 Elevator/Lift Lobbies

2509.02.A Hotel Lobby

- 2509.02.A.1 Provide a minimum 8'-6"/2.6 m wide elevator/lift lobby when elevators/lifts are located only on one side of the lobby and a 10'-0"/3.0 m wide elevator/lift lobby when elevators/lifts are on both sides of the lobby.
- 2509.02.A.2 Not Applicable to this Brand
- 2509.02.A.3 Call buttons must be available for each elevator/lift bank and must be mounted with the centerline at 42"/1.0 m above finished floor.
- 2509.02.A.4 Not Applicable to this Brand
- 2509.02.A.5 An audible signal is required in each elevator/lift lobby indicating the arrival of an elevator/lift cab, along with a directional graphic indicating the current travel path of each cab.
- 2509.02.A.6 Elevator/lift hall lantern fixtures must be mounted with the centerline at least 6'-0"/1.80 m above finished floor.
- 2509.02.A.7 Finish Options – Guest Elevator Lobby
 - 2509.02.A.7.a Floor: Carpet (nylon broadloom), porcelain tile, natural stone, wood - tongue and groove
 - 2509.02.A.7.a.1 Base (minimums): 6"/150 mm porcelain tile, wood - stain grade, natural stone, through body synthetic
 - 2509.02.A.7.b Wall: Vinyl wallcovering, wood panels or special finish (special approval required)

2509.02.A.7.c Ceiling: Paint on gypsum, acoustic ceiling tile (30 percent maximum), decorative ceiling (special approval required)

2509.02.A.8 Not Applicable to this Brand

2509.02.A.9 Furniture, Fixtures and Equipment

2509.02.A.9.a Provide seating group and console table. Console must conceal telephone and lamp cords.

2509.02.A.9.b Provide artwork or mirror above the console table.

2509.02.A.9.c Provide a trash urn at elevator/lift lobby.

2509.02.A.10 Refer to Section 2514.08 for minimum light level requirements.

2509.02.A.11 An outlet for a house telephone is required in the elevator lobbies.

2509.02.A.12 Parking Garage

2509.02.A.12.a Parking garages must have finished elevator/lift lobbies if the elevator/lift delivers guests to a public space. The finishes must be equal to that of the hotel elevator/lift lobby finishes.

2509.02.A.12.b Elevator/lift lobbies must have a minimum finished ceiling height of 8'-0"/2.4 m and have a minimum width of 8'-0"/2.4 m when elevators/lifts occur on one side only and 10'-0"/3.0 m when elevators/lifts occur on both sides of the lobby.

2509.02.A.12.c Provide glazed openings and aluminum and glass doors at elevator lobbies to maintain a secure and open appearance.

2509.02.A.12.d Elevator/lift lobbies must have heating, ventilation and refrigerant air-conditioning with a minimum of six air changes per hour.

2509.02.A.12.e An outlet for house telephones must be provided at each elevator/lift landing within the parking garage.

2509.02.A.12.f Provide artwork and trash stands at entrance to elevators/lifts.

2509.03 Corridors

2509.03.A Guestroom/Guest Suite Corridors

Guestroom Corridors

2509.03.A.1 Interior guestroom corridors must be a minimum finished dimension of 5'-0"/1.5 m clear width.

2509.03.A.2 Not Applicable to this Brand

2509.03.A.3 Guestroom corridors must have windows when possible.

2509.03.A.4 Finish Options - Guestroom Corridors

2509.03.A.4.a Floor: Carpet (broadloom)

2509.03.A.4.a.1 Base (minimums): 4"/100 mm wood - stain grade, porcelain tile, natural stone, through body synthetic

2509.03.A.4.a.2 Long, straight corridors must be visually broken up. The use of offsets, pilasters, carpet insets, breaks in the ceiling plane and cove lighting are required.

2509.03.A.4.b Wall: Vinyl wallcovering

2509.03.A.4.c Ceiling: Paint on gypsum

2509.03.A.4.c.1 Door drops must be grouped and coordinated in a rhythmic fashion. Door drops must be accentuated with special treatment of the lighting, walls, ceiling and floor areas.

2509.03.A.4.c.2 Provide a minimum ceiling height in guest suite corridors of 8'-0"/2.4 m.

2509.03.A.5 Electrical

2509.03.A.5.a Provide convenience power outlets (socket outlets) in corridors for housekeeping equipment with spacing not to exceed 50'-0"/15 m on center.

2509.03.A.5.b Provide decorative light fixtures, wall sconces and ceiling fixtures in guestroom corridors.

2509.03.A.5.c Eggcrate lighting diffusers are not allowed.

2509.03.A.5.d Lighting must be switched at panel in electrical closet.

2509.03.A.5.e Refer to Section 2514.08 for minimum light level requirements.

2509.03.A.6 Artwork must be located appropriately throughout guestroom corridors.

2509.03.A.7 Window Treatment

Refer to 2515.03 for additional requirements

2509.03.A.7.a Decorative window treatment is required on guestroom corridor windows.

2509.03.B Service Corridor

2509.03.B.1 Service corridors must be a minimum of 6'-0"/1.8 m wide.

2509.03.B.2 Finish Options - Service Corridor

2509.03.B.2.a Floor: Vinyl composite tile, heavy duty anti-skid tile (12"/300 mm x 12"/300 mm minimum), natural stone, sealed concrete

2509.03.B.2.a.1 Base (minimums): 4"/100 mm vinyl, tile, natural stone

2509.03.B.2.b Wall: Epoxy paint

2509.03.B.2.b.1 Provide wall protection with 4'-0"/1.2 m high wainscot fiberglass reinforced plastic panels with metal or rubber corner guards.

2509.03.B.2.c Ceiling: Acoustic ceiling tile, paint on gypsum

2509.03.B.3 Provide a minimum of two convenience power outlets (socket outlets) on each wall with spacing not to exceed 50'-0"/15 m on center.

2509.03.B.4 Refer to Section 2514.08 for minimum light level requirements.

2509.03.C Ballroom Service Corridors

2509.03.C.1 The ballroom service corridor must extend the length of the ballroom and connect to the kitchen or ballroom pantry and ballroom storage.

2509.03.C.2 *Not Applicable to this Brand*

2509.03.C.3 The clear width of ballroom service corridor must be 8'-0"/2.4 m. Additional width is required to accommodate service vestibules, the installation of ice machines, beverage stations and sound/dimmer rooms.

2509.03.C.4 Provide a minimum ceiling height of 10'-0"/3.0 m.

2509.03.C.5 Finish Options - Ballroom Service Corridors

2509.03.C.5.a Floor: Vinyl composite tile (12"/300 mm x 12"/300 mm minimum)

2509.03.C.5.a.1 Base (minimum): 4"/100 mm vinyl

2509.03.C.5.b Wall: Paint

2509.03.C.5.b.1 Provide wall protection with 4'-0"/1.2 m high wainscot fiberglass reinforced plastic panels with metal or rubber corner guards.

2509.03.C.5.c Ceiling: Acoustic ceiling tile, paint on gypsum

2509.03.C.6 Trough Drains

2509.03.C.6.a Provide trough drains where required by equipment.

2509.03.C.6.b Construct trough or grate of fiberglass or stainless steel.

2509.03.C.6.c Maximum grate size is 1"/25 mm by 1"/25 mm.

2509.03.C.6.d Install trough drain along front of each ice machine and extend 6"/150 mm on both sides of machine opening. Trough drains must be recessed into the floor.

2509.03.C.7 Corridor lighting must be switched from control panels.

2509.03.C.8 Refer to Section 2514.08 for minimum light level requirements.

2509.03.C.9 Provide two power outlets (socket outlets) at 6'-0"/1.8 m on center the entire length of the corridor. Each set of power outlets (socket outlets) must be on a separate dedicated circuit.

2509.03.C.10 Provide one wall mounted outlet for a house telephone.

2509.03.C.11 Provide small cube and flaked water-cooled ice machines in ballroom service corridor. Machines are not allowed on a wall shared with the ballroom.

2509.04 Exit Stairs

2509.04.A Stairwell Width

The widths of stairwells must not decrease in the direction of egress from the building.

2509.04.B Stairwell Landing

Every stairwell landing must have a dimension, measured in the direction of travel, equal to the width of the stairwell or greater.

2509.04.C Stairwell Treads and Risers

All stairwell treads and risers must be solid type for the entire width of the stair.

2509.04.D Doors

All stairwell doors must include automatic door closures and be self latching.

2509.04.E Finish Options - Exit Stairs

2509.04.E.1 Floor: Sealed concrete

2509.04.E.1.a Treads at a minimum must be exposed, hand troweled concrete with sealer and non-skid nosings of contrasting color.

2509.04.E.1.b Landings at a minimum must be exposed, hand troweled concrete with non-slip finish and hand sealed.

2509.04.E.2 Wall: Paint

2509.04.E.3 Ceiling: Paint

2509.04.E.4 A class "A" flame spread rating is required for all finishes.

2509.04.F Rising Mains

If stairwells contain dry and wet rising mains, all valves must be locked and fitted with tamper switches.

2509.04.G Lights

Lights are not allowed to be manually operated and must remain on when the space is occupied.

2509.04.H Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2509.05 Escalators

2509.05.A Escalator Requirement

Escalators must be provided when major ballroom and meeting rooms are located on a different level from the street/lobby level.

2509.05.B Width

Escalators must have a minimum width of 48"/1.2 m.

2509.05.C Incline

Thirty degrees is the maximum inclination of escalators.

2509.05.D Speed

Escalators must have a maximum speed of 90 FPM (0.5 m/sec).

2509.05.E Handling Capacity

The minimum handling capacity must be 4,500 persons per hour.

2509.05.F Glass Railing

Provide glass railing when freestanding.

2509.05.G Panic Button

Provide panic button for emergency shut off. Button must raise alarm at the 24 hour monitoring station.

2509.05.H Anti-entrapment Strips/Brushes

Provide anti-entrapment strips/brushes on the side of the moving steps.

2509.05.I Flat Steps Per Landing

Flat steps per landing must be a minimum of 2, above 19'-8"/6 m rise a minimum of 3 is required.

2509.05.J Step Width

Minimum step width must be 3'-3"/1000 mm.

2509.05.K Auxiliary Brake

Auxiliary brake is required.

2509.05.L Drive Machine

Drive machine must be inside upper landing. The gear must be helical type.

2509.05.M Step Chain Pin Pressure

Step chain pin pressure must not exceed 23 N/mm². Minimum diameter of step chain rollers must be 3"/75 mm with rubber or polyurethane tire/tyre.

2509.05.N Power Supply

Power supply must be provided at upper landing of escalator, front area.

2509.05.O Operating Panels

Operational panel must be located at each landing at the inner side of the balustrade, close to the handrail entry. It must include an emergency stop button and a starting key switch.

2509.05.P Starting Key Switch

Starting key switch must be provided in both landings near the newel ends.

2509.05.Q VVF Drive

VVVF (variable voltage variable frequency) drive is required.

2509.05.R Tread and End Lighting

Escalator tread lighting and end lighting must be provided.

2509.05.S Sprinkler Pipework

Include sprinkler pipework within escalator truss if required.

2510.00 Guestroom/Suites

Refer to Section 2514.00, Technical Criteria, and Section 2515.00 Furnishings, Fixtures and Equipment, for requirements applicable to this section.

2510.00.A Room Types and Layouts

Room Types and Layouts

2510.00.A.1 Not Applicable to this Brand

2510.00.A.2 King Room Types

The minimum king guestroom must be 13'-0"/3.96 m wide x 27'-0"/8.31 m long, 350 ft²/33 m² net area.

2510.00.A.3 Two Bedded Room Types

The minimum two bedded guestroom must be 13'-0"/3.96 m wide x 29'-0"/8.84 m long, 375 ft²/35 m² net area.

2510.00.A.4 Double Beds New Construction

Guestrooms with two double beds are not permitted in new construction. Two bedded room types must have two queen beds.

2510.00.B Connecting Rooms

Connecting Rooms

2510.00.B.1 Connecting Room Percentage

A minimum of 15 percent of the total key count must be connecting (example: a 200 key hotel would have 15 rooms connecting to 15 other rooms for a total of 30 connecting rooms.).

2510.00.C Not Applicable to this Brand

2510.00.D Smoking Guestrooms

All smoking guestroom locations must be approved by Hilton. Refer to Section 1606.01 for required number of smoking rooms.

2510.01 Doors

2510.01.A Entry Doors

2510.01.A.1 Doors must be solid core wood veneer suitable for painting or better. Metal clad entry doors are not allowed.

2510.01.A.2 Doors must be a minimum of 3'-0"/900 mm wide x 6'-8"/2.1 m high.

2510.01.B Entry Door Frames

2510.01.B.1 Framed, non-masonry walls must be reinforced on the "strike" side of the jamb to prevent prying and flexing for security control.

2510.01.C Entry Door Hardware

2510.01.C.1 Provide electronic lockset from a Hilton approved manufacturer. Refer to Section 2514.00 Technical Criteria for detailed standards.

2510.01.C.2 Entry doors must have adjustable type, automatic, 2-stage hydraulic, low profile door closer. Hold-opens of any type are not allowed at guestroom doors.

2510.01.C.3 Entry doors must have multi-fin sound/smoke frame seal (Manufacturer must warranty against adhesion failure).

2510.01.C.4 Provide a minimum of 180 degree with inside viewer cover that can not be damaged under normal use, installed 5'-0"/1.5 m above finished floor. Existing viewers requiring inside viewer covers must not require dis-assembly of the viewer to install the new viewer cover. Viewer finish must match the finish of the lockset.

2510.01.C.5 A safety (flip) latch, a rubber coated safety (flip) latch or concealed chains is required for all entrance doors. Locate 4'-11"/1.5 m maximum above finished floor. Surface mounted safety chain locks and swing bar door guards are not allowed.

2510.01.C.6 Not Applicable to this Brand

2510.01.C.7 Provide a natural stone or quartz composite threshold at entrance and connecting doors. Thresholds must be the full width of the frame.

2510.01.C.8 Not Applicable to this Brand

2510.01.C.9 All hardware finishes must match.

2510.01.C.10 Kick plates are not allowed.

2510.01.D Connecting Doors

2510.01.D.1 When guestrooms are connected, they must be separated by two doors.

2510.01.D.2 The door frame must be the full width of the wall thickness.

2510.01.D.3 Hold opens of any type are not allowed.

2510.01.D.4 Each door must have a latch set with an operating lever on the room side only.

2510.01.D.5 Each door must have a thumb-turn deadbolt with 1"/25 mm throw on guestroom side. A blank plate must be installed on the opposite side of the door.

2510.01.D.6 A safety latch, same as on entry door, must be provided on each door.

2510.01.D.7 Sound stripping, same as on entry door, must be provided on the door frame of each door.

2510.01.D.8 Provide automatic drop down seal, same as on entry door, at each door for sound attenuation.

2510.01.D.9 A threshold matching the entry door must be provided. Threshold must be as wide as the door frame.

2510.01.D.10 All hardware finishes must match the entry door hardware finish.

2510.01.E Sliding Glass Doors

2510.01.E.1 Sliding glass doors must have a non-keyed, auxiliary/additional locking device. Surface mounted safety door chains are not allowed.

2510.01.E.2 Sliding glass doors must be shatterproof or have tempered glass.

2510.01.E.3 The sliding panel must be mounted on the interior track to prevent any removal of the door from the exterior.

2510.01.F Not Applicable to this Brand

2510.01.G Interior Guest Room Doors

If provided, bedroom door locks must release by turning the inside lever and by closing the door; an emergency device must release this lock from outside of the room.

2510.02 Windows

2510.02.A Window Area

Each guestroom must have a minimum window area equal to a minimum 10 percent of the room area.

2510.02.B Operable Windows

Operable windows, if provided, must have a screen and a childproof locking device approved by Hilton and are not allowed to open more than 4"/102 mm unless required otherwise by code. Once opened, the window must remain in the open position without having to be propped open.

2510.02.C Not Applicable to this Brand

2510.02.D Window Sill Materials

Window sills must be a material compliant with Section 2515.04.

2510.03 Finish Options - Guestrooms/Suites

2510.03.A Floor: Carpet (broadloom), porcelain tile, wood - tongue and groove

2510.03.A.1 Not Applicable to this Brand

2510.03.A.2 Base (minimums): 4"/100 mm porcelain tile, wood, through body synthetic

2510.03.B Wall: Vinyl wallcovering, wood or special finish (if approved by Hilton)

2510.03.C Ceiling: Paint on gypsum, paint on plaster or concrete - orange peel texture

2510.03.C.1 Semi-gloss and gloss paint finishes must not be used.

2510.03.C.2 Exposed concrete plank joints are not allowed. Concrete must be skim coated.

2510.03.C.3 Guestroom ceiling height must be a minimum of 8'-0"/2.4 m.

2510.03.C.4 Dropped ceilings in guestroom entry must be a minimum height of 7'-6"/2.3 m.

2510.03.D Balcony Floor: Weather resistant porcelain tile or natural stone, composite decking. Balcony floor must slope to drain.

2510.04 Closets

2510.04.A Closet Size

All guestrooms must have an enclosed clothes hanging space with a minimum of 3'-0"/900 mm in total width and 2'-0"/600 mm in total inside depth. Local markets may dictate larger capacity.

2510.04.B Closet Shelf

Provide a polished finish, chrome-plated coat rod and a continuous hardwood shelf 1'-6"/450 mm deep installed at 5'-10"/1.8 m above finished floor in closets. Install 1"/25 mm x 4"/100 mm wood shelf cleats on the three interior closet walls to provide support for the closet shelf. A pre-manufactured bracket with chrome rod and shelf is allowed but it must extend the full width of the closet.

2510.04.C Doors

All closets and wardrobe cabinets for hanging clothes must have doors. Mirrored, bi-fold doors, bi-pass, drapes, or fabric type folding (accordion) doors are not allowed. Sliding "barn doors" will be considered with prior approval conditional that the doors do not block circulation when parked in the open position. Closet barn doors may not serve dual purpose as bathroom doors.

2510.04.D Wardrobes/Accent Wall

Freestanding wardrobes are not allowed.

2510.05 Bed

2510.05.A Bed Frame/Base

2510.05.A.1 Not Applicable to this Brand

2510.05.A.2 A minimum 7.25"/184 mm high bed base must be provided to achieve a typical top of bed height of 26"/650 mm. Bed height is the measurement of the finished bed including base and mattress set (bedding not included). Accessibility requirements for the jurisdiction must be verified and followed as they may be more restrictive.

2510.05.A.3 Bed frame/base must be wood or steel construction. Pressboard and MDF bed bases are not allowed. Must have a finished, decorative appearance.

2510.05.A.4 Bed frame/base must be non-adjustable.

2510.05.A.5 Box covers of box springs must be fitted or tailored (not quilted).

2510.05.A.6 The use of bed legs may be used with prior approval.

2510.05.A.7 Murphy beds or concealed pull-down wall beds are not permitted.

2510.05.B Platform Beds

2510.05.B.1

Platform beds will be considered with prior approval. They must comply with the following:

The platform must be constructed by the case good manufacturer and any exposed wood, including legs, must have a furniture quality finish. Finish can be timber, leather or faux leather.

The platform must have a minimum 6"/150 mm recessed toe kick for platform base and be high pressure plastic laminate.

Top of mattress must be no less than 19"/480 mm above the floor.

Bed skirts are allowed only when bed frames are required. When provided, the skirt must be fitted or tailored (not quilted).

Box springs are not required for platform beds.

2510.05.C Mattress Sets

2510.05.C.1 Not Applicable to this Brand

2510.05.C.2 Not Applicable to this Brand

2510.05.C.3 Not Applicable to this Brand

2510.05.C.4

Mattress sizes are:

53"/135 cm x 80"/200 cm Full/Double XL

60"/150 cm x 80"/200 cm Queen

72"/180 cm x 80"/200 cm Hotel King

76"/200 cm x 80"/200 cm Eastern King

80"/200 cm x 80"/200 cm Presidential (Central America/Mexico/South America Only)

2510.05.C.5 Zip and link beds are not allowed.

2510.05.C.6 All guestrooms must have one of the following mattress and stable base foundations:

Serta Suite Dreams II Plush

Simmons Beautyrest Harmony

2510.05.C.7 Not Applicable to this Brand

2510.05.C.8 For existing hotels, any mattresses over ten years old must be replaced or sooner as condition warrants.

2510.05.D Bedding

2510.05.D.1 Refer to Section 902.02 for all top of bed bedding.

2510.06 Furnishings, Fixtures and Equipment

Refer to Section 2515.00 for general FF&E requirements.

2510.06.A Furnishings

2510.06.A.1 Not Applicable to this Brand

2510.06.A.2 Not Applicable to this Brand

2510.06.A.3 There must be a minimum clearance of 18"/450 mm between beds or between any bed and the wall. There must be a minimum clearance of 30"/760 mm from the end of the bed to an object or wall.

2510.06.A.4 Headboard

2510.06.A.4.a Headboards must be wider than the mattress and have a minimum overall height of 30"/760 mm or more above the bed (the bottom of the headboard must continue 2"/50 mm below the top of the boxspring with the edges extending down to the floor). Wall panels exceeding these requirements must be approved by Hilton.

2510.06.A.4.b Headboards must be anchored securely to the wall with cleats.

2510.06.A.4.c Upholstered headboards must be hygienic, easily cleanable and easily removable.

2510.06.A.4.d Design must be coordinated with outlet locations to prevent conflict.

2510.06.A.4.e Rubber stops must be placed at all corners of headboard to prevent rattling and damage to wall finish.

2510.06.A.4.f The base of the wall hung headboard must be a minimum of 2"/50 mm below the top of the box spring.

2510.06.A.5 Bedside Surface

2510.06.A.5.a Guestrooms with a single bed must have a bedside surface on each side of the bed.

2510.06.A.5.a.1 Guestrooms with two beds must have at least one bedside surface adjacent to each bed. The surface may be shared but the size must accommodate both beds and all required appliances.

2510.06.A.5.b Not Applicable to this Brand

2510.06.A.5.c The surface must support a minimum of 250 lbs/115 kg

2510.06.A.5.d The top must be the same height of the top of the mattress.

2510.06.A.5.e Bedside surface must be a minimum of 24"/600 mm wide x 18"/450 mm deep.

2510.06.A.5.f One bedroom suites are permitted to reduce the width to 15"/375 mm wide.

2510.06.A.5.g Top surface must be a material compliant with Section 2515.04.

2510.06.A.5.h Design must be coordinated with outlet locations to prevent conflict.

2510.06.A.5.i A minimum of 3"/75 mm must be provided between the bedside surface and the mattress for top of bed linens.

2510.06.A.6 Not Applicable to this Brand

2510.06.A.7 Drawer Storage

2510.06.A.7.a A minimum of 3 ft³/0.08 m³ of drawer storage, measured inside the drawer, must be provided for each guestroom.

2510.06.A.7.b Each bedroom and living area of a suite must each have a minimum of 3 ft³/0.08 m³ of drawer storage, measured inside the drawer.

2510.06.A.7.c A minimum of four drawers designated for clothing storage must be provided.

2510.06.A.7.d Not Applicable to this Brand

2510.06.A.7.e The top surface material must be compliant with Section 2515.04. All other surfaces (sides, drawer fronts, legs, end panels, etc.) must be solid wood or wood veneer.

2510.06.A.7.f Design must be coordinated with outlet locations to prevent conflict.

2510.06.A.8 Not Applicable to this Brand

2510.06.A.9 Not Applicable to this Brand

2510.06.A.10 Entertainment Area

2510.06.A.10.a Refer to Section 2510.09 for television equipment requirements.

2510.06.A.10.b Any casegoods below the television must be sized according to the television size. The television must never overhang the sides of the casegood unit. Sufficient clearance must be provided to allow the television to swivel without impeding traffic.

2510.06.A.10.c Casegoods below the television must have a top surface material compliant with Section 2515.04. All other surfaces must comply with Section 2515.01.

2510.06.A.10.d Casegoods supporting the weight of the television and/or television mount must be reinforced.

2510.06.A.10.e The television must sit a minimum of 2"/50 mm above the casegood. Cables must not be visible to guests.

- 2510.06.A.10.f The television must be positioned within view from the bed and work area in typical guestrooms. Televisions in sitting rooms or living areas must be easily viewed from the soft seating/lounge area. Other areas within the room(s) must be considered and accommodated when possible.
- 2510.06.A.10.g The center of the television in bedrooms must be positioned 13"/330 mm above the top of the bed. Bedrooms with platform beds or low beds must be reviewed for alternate locations.
- 2510.06.A.10.h Wall-mounted televisions are allowed on non-demising walls. If mounted on demising walls, it must be pre-approved and subject to sound transmission studies. Sufficient blocking must be provided to ensure that the television/mount is not easily pulled off of the wall.
- 2510.06.A.11 Not Applicable to this Brand
- 2510.06.A.12 Work Area
 - 2510.06.A.12.a All guestrooms must be equipped with a work surface. Work surface must be a minimum surface area of 1,560 in²/1.0 m².
 - 2510.06.A.12.b Top surface must be a material compliant with Section 2515.04. All other surfaces (sides, drawer fronts, legs, end panels, etc.) must be solid wood or veneer. All sides must be finished.
 - 2510.06.A.12.c Not Applicable to this Brand
 - 2510.06.A.12.d Nesting desk unit may be used in lieu of freestanding desk. This unit is comprised of a fixed topped desk with a moveable-nesting table.
 - 2510.06.A.12.e Not Applicable to this Brand
 - 2510.06.A.12.f Drawer or storage must be provided to house collateral within the guestroom.
- 2510.06.A.13 Not Applicable to this Brand
- 2510.06.A.14 Breakfast/Side Tables
 - 2510.06.A.14.a Breakfast/side tables are required in all rooms with a lounge chair and must be located next to the lounge chair.
 - 2510.06.A.14.b The breakfast/side table must be 25"/635 mm - 30"/760 mm high with a minimum top surface of 450 in²/0.30 m².
 - 2510.06.A.14.c Top surface material must be compliant with Section 2514.04. All tops must be securely mounted to the base.
 - 2510.06.A.14.d Pedestals and bases must have heavy duty glides and may be wood or plated metal with finishes matching or complementing other case pieces in the guestroom.
- 2510.06.A.15 End Table
 - 2510.06.A.15.a A minimum of one end table is required in all rooms with a sofa. End table must be located at one end of the sofa.
 - 2510.06.A.15.b Tables must be 30"/760 mm high with a minimum top surface area of 380 in²/0.25 m².
 - 2510.06.A.15.c Top surface must be compliant with Section 2515.04 other surfaces (sides, drawer fronts, legs, end panels, etc.) must be solid wood or veneer. If glass tops are used, they must be set into a frame with no solid bottom.
- 2510.06.A.16 Coffee Table
 - 2510.06.A.16.a Coffee tables are required in all rooms with a sofa or chaise.
 - 2510.06.A.16.a.1 Tables must be 18"/450 mm to 26"/650 mm high with a minimum top surface area of 600 in²/0.40 m².

2510.06.A.16.a.2 Coffee tables must be a single piece unit and easy to move when used with a sofa bed.

2510.06.A.16.a.3 Top surface must be compliant with Section 2515.04. All other surfaces (sides, drawer fronts, legs, end panels, etc.) must be solid wood or veneer.

2510.06.A.16.b Hinged leaves are not allowed.

2510.06.A.17 Sofa/Sofa Bed

2510.06.A.17.a Provide one sofa bed in all suite type accommodations.

2510.06.A.17.b Sofas and sofa beds must be fully upholstered with loose reversible seat and back cushions.

2510.06.A.17.c Sofas and sofa beds must have heavy duty, commercial construction grade fabric or leather upholstery. Vinyl upholstery is not allowed. Metal grommets must not be used with leather or vinyl upholstery cushion. The use of a breathable panel is required.

2510.06.A.18 Ottoman

2510.06.A.18.a Upholstered coffee tables (ottomans) are allowed.

2510.06.A.18.b Ottomans must have a minimum top surface area of 600 in²/0.40 m².

2510.06.A.18.c Ottomans must have commercial construction grade leather or vinyl upholstery.

2510.06.A.18.d Ottoman must have casters or heavy duty nylon glides.

2510.06.A.19 Bench

2510.06.A.19.a A permanent luggage bench is required if a portable luggage bench is not provided.

2510.06.A.20 Lounge Chair

2510.06.A.20.a Provide one lounge chair with arms or chaise. Lounge chair must be fully upholstered.

2510.06.A.21 Not Applicable to this Brand

2510.06.A.22 Not Applicable to this Brand

2510.06.A.23 Dining Chairs

2510.06.A.23.a If provided, dining chairs must be upholstered open back chairs with tailored silhouette. Chair seat must be upholstered.

2510.06.A.23.b Heavy duty nylon glides are required for all dining chairs used on flooring other than carpet.

2510.06.A.24 Work Area Chair

2510.06.A.24.a Provide one chair at each work surface area with a fully upholstered seat and a seat back with a height ranging from 16"/400 mm - 24"/600 mm. If an ergonomic chair is used it must have a fully upholstered seat with adjustable seat height and a seat back with a height ranging from 16"/400 mm - 24"/600 mm.

2510.06.A.24.b Not Applicable to this Brand

2510.06.A.24.c Ensure that the height of the desk chair is coordinated with the height of the desk work area to avoid damage to the chair arms.

2510.06.A.25 Not Applicable to this Brand

2510.06.A.26 Chairs must have heavy duty, woven fabric. Metal grommets must not be used with leather or vinyl upholstery cushion. The use of a breathable panel is required.

2510.06.A.27 Not Applicable to this Brand

2510.06.A.28 Hospitality Area

2510.06.A.28.a Mini Bar/Refrigerator

2510.06.A.28.a.1 A mini bar is a fully stocked, under-counter cold storage unit with central reporting on minibar activity. A refrigerator is an under-counter cold storage unit available for guest use.

2510.06.A.28.a.2 Under-counter refrigerators are required. Under-counter refrigerator must be a minimum of 1.4 ft³/0.04 m³, 40 liters.

2510.06.A.28.a.3 Equipment must be installed within a special cabinet, the television credenza or other casegood piece as approved by Hilton. The casegood unit must include the following:

2510.06.A.28.a.3.a A counter, 30"/760 mm to 36"/900 mm high, with a minimum surface area of 720 in²/0.50 m².

2510.06.A.28.a.3.b Top surface (and any back splashes where applicable) must be compliant with Section 2515.04. All other surfaces must comply with Section 2515.01.

2510.06.A.28.a.3.c Cabinet doors to screen equipment. These must not be fixed to the equipment door.

2510.06.A.28.a.3.d When located in the base cabinet, storage and shelving must be behind cabinet doors.

2510.06.A.28.a.3.e Ventilation must be provided, as required by equipment manufacturers.

2510.06.A.28.a.3.f Not Applicable to this Brand

2510.06.A.28.a.3.g Not Applicable to this Brand

2510.06.A.28.a.3.h Refrigerated drawers are allowed with prior approval.

2510.06.A.28.a.4 Provide power requirements for equipment behind casegood unit.

2510.06.A.28.b Mini Bar Equipment (when provided)

2510.06.A.28.b.1 Unit must allow central report on mini bar activity.

2510.06.A.28.b.2 Mini bars must be insulated with a blown insulation material that is free of HCFCs and CFCs.

2510.06.A.28.b.3 The outer skin of the cabinet must be of a vapor proof material and any seams or perforations for pipes, wires and conduits must be sealed to prevent vapor penetration into the insulation.

2510.06.A.28.b.4 The chiller must have a system for condensate collection and evaporation sufficient capacity to avoid damage to soft furnishings. Condensation must never form on any external part of the structure.

2510.06.A.28.b.5 The refrigeration capacity of the chiller unit must maintain 41 °F/5 °C or lower average temperature within the mini bar and an ambient temperature of 77 °F/25 °C and 60 percent relative humidity.

2510.06.A.28.b.6 The absorption system must comply with ANSI/ASHRAE Standard 15-2007, "Safety Standards for Refrigeration Systems" and ANSI/ASHRAE Standard 34-2007, "Designation and Safety Classification of Refrigerants."

- 2510.06.A.28.b.7 The ammonia charge must not exceed 2.25-grams/liter of storage space and must comply with ASHRAE Standard 15-2007 (www.ashrae.org).
- 2510.06.A.28.b.8 Energy consumption must be better than 1.2 Watts/liter of storage space.
- 2510.06.A.28.b.9 Pipe work must be made of steel and meet or exceed DIN, EN or other standard suitable for ammonia at the prescribed temperatures and pressures.
- 2510.06.A.28.b.10 The boiler tube must be a contiguous piece of material with no welds in the vicinity of the heater. The heater element must be of the wrap-around type and have a suitable heat transfer compound to avoid spot high temperatures. The boiler temperature during operation must be below 356 °F/180 °C. The design of the pipe system for the chiller must be laid out in such a way as to have no horizontal sections or silt traps, in order to prevent the occurrence of blockages.
- 2510.06.A.28.b.11 The chiller unit must have installed within the aqueous ammonia solution an inhibitor to prevent attack of the boiler tube internal surfaces.
- 2510.06.A.28.b.12 Steel pipe work must be protected with an anti-corrosion finish of sufficient quality to resist scuffs, knocks and abrasions – especially on any area of pipe work likely to be below the dew point of any surrounding air. The evaporator loop must be galvanized, chromeplated, painted with a resilient powder coat finish or encapsulated in a non-corrosive sheath. The cooler plate must be attached so that it does not pierce the anti corrosion coating yet can be easily cleaned.
- 2510.06.A.28.b.13 Pressure testing must be carried out as detailed in BS EN 378-2.
- 2510.06.A.28.b.14 Absorption chillers must be marked with an identification plate, which in addition to any statutory information for the country of use must include the following data.
- 2510.06.A.28.b.14.a The manufacturers name
 - 2510.06.A.28.b.14.b The serial number
 - 2510.06.A.28.b.14.c The year of manufacture
 - 2510.06.A.28.b.14.d The design pressure or maximum working pressure
 - 2510.06.A.28.b.14.e The refrigerant type and quantity
 - 2510.06.A.28.b.14.f The strength test pressure and date of test
 - 2510.06.A.28.b.14.g Corrosion inhibitor type and quantity
- 2510.06.A.28.b.15 Chiller units must be fitted with a control system capable of controlling the temperature defrosting and switching off the system if necessary for safety reasons. It must be entirely independent in its operation of any network monitoring system in case of the event of a network failure or disconnection.
- 2510.06.A.29 Coffee/Tea Service
- 2510.06.A.29.a Coffee/tea service is required.
 - 2510.06.A.29.b
 - All guestrooms must provide a dedicated area for coffee/tea service outside of the bathroom.

2510.06.A.30

Patio/Balcony Furniture

- a. Glass tabletops must not be used.
- b. Vinyl/plastic straps, pvc and plastic furniture must not be used.

2510.06.B Artwork

2510.06.B.1 Refer to Section 2515.05 for artwork requirements.

2510.06.B.2 All guestrooms must have artwork.

2510.06.C Mirrors

Refer to Section 2515.06 for additional mirror requirements.

2510.06.C.1 All guestrooms must have a full length mirror with a minimum exposed glass measurement of at least 15"/375 mm wide and 60"/1.5 m high. Full length mirror must be located near the dressing area or closet. A mirror mounted on the back of bathroom or closet door is acceptable. If wall mounted, the mirror must be framed. There must be no visible clips or fasteners.

2510.06.D Lighting Fixtures

2510.06.D.1 Not Applicable to this Brand

2510.06.D.2 Not Applicable to this Brand

2510.06.D.3 All lamps must pass the Underwriters Laboratories tip test or CE certificate (declaration of conformity).

2510.06.D.4 Not Applicable to this Brand

2510.06.D.5 Not Applicable to this Brand

2510.06.D.6 Shades must be of sufficient size so that bulbs do not cause discoloration. Special consideration must be given in the selection of the lampshades to ensure the required light levels are not hindered.

2510.06.D.7 Not Applicable to this Brand

2510.06.D.8 Lamp weights must be cast iron; all rust must be removed and a sealant must be applied. A clear plastic bottom cover must be glued to the weight to ensure against rust damage.

2510.06.D.9 Lamps requiring three-way bulbs are not allowed.

2510.06.D.10 Not Applicable to this Brand

2510.06.D.11 Not Applicable to this Brand

2510.06.D.12 Not Applicable to this Brand

2510.06.D.13 Not Applicable to this Brand

2510.06.D.14 Portable Fixtures

2510.06.D.14.a Cords must be a minimum 6'-0"/1.8 m in length from exit point of lamp to plug. Cord length on any lamp must not exceed 8'-0"/2.4 m.

2510.06.D.14.b All cords with grounded plugs must be black, brown, or bronze. Clear cords may be used. Clear plugs are permitted only in non-grounded assemblies. All plugs must be molded.

2510.06.D.14.c Rocker base switches are required on all table lamps if no dimmer is used. If turn-type locking base switches are used, switches must turn in either direction without loosening either the switch or the knob.

2510.06.D.14.d Not Applicable to this Brand

2510.06.D.14.e All portable fixtures must have felt protective padding secured to the bottom.

2510.06.D.15 Not Applicable to this Brand

2510.06.D.16 Work Surface Lamp

2510.06.D.16.a A task lamp is required.

2510.06.D.17 Bedside Lamps

2510.06.D.17.a A light source is required on or over each bedside surface.

2510.06.D.17.b Style of lamp base and extension must take into account the size of the bedside surface area combined with other equipment (telephone, clock radio, etc.)

2510.06.D.17.c Provide two bulbs, which can be switched separately and together, in lamp shared between two beds.

2510.06.D.17.d Bedside lamps are allowed to be attached to the wall or headboard.

2510.06.D.17.e Wall lamps must be hard wired except when cords of plug wired lamps are concealed in headboard or behind casegoods.

2510.06.D.17.f Bedside lamps must be dimmable. In line dimmers are not allowed.

2510.06.D.17.g Clearance between surface top and bottom of lamp shade must be sufficient to provide light to the bed area.

2510.06.D.17.h Not Applicable to this Brand

2510.06.D.17.i Not Applicable to this Brand

2510.06.D.17.j Wall lights or pendant lights are acceptable bedside lamps.

2510.06.D.17.k Bedside lamps must have a diffuser to prevent views to the bare bulb when lying in the bed or standing at the bedside.

2510.06.D.18 Floor Lamp

2510.06.D.18.a Provide a floor lamp next to any lounge chair. Wall light or pendant lights are acceptable.

2510.06.D.18.b Floor lamps must have a diffuser at lower part of the shade to prevent guest viewing of bare lamp.

2510.06.D.18.c Not Applicable to this Brand

2510.06.D.18.d Provide rocker switches on floor lamps. Switches on floor lamps must not be a pull chain, foot or twist switch. Switches must be a minimum 48"/1.2 m AFF.

2510.06.E Fireplaces

2510.06.E.1 Not Applicable to this Brand

2510.06.E.2 If fireplaces are provided, they must meet the following requirements:

2510.06.E.2.a Fireplaces must be metal, prefabricated, gas-fired, and UL and AGA approved. Controls must have one-hour timers, with automatic shut off. Fireplaces must be totally enclosed and inaccessible to guests.

2510.06.E.2.b Metal flues that extend above the roof line or direct vent are required. Ventless fireplaces are not permitted.

2510.06.F In-Room Safes

2510.06.F.1 All hotels must install battery powered in-room safes with an integrally designed manual override system.

2510.06.F.2 The safe must be placed at a comfortable usage height for the guest and must be secured to a stationary object. On the closet shelf, on a pedestal in the closet and inside case goods are approved locations. When the safe is placed inside a casegood, the casegood must provide structural integrity to support a minimum weight of 55 lbs/24 kgs for the safe. Metal supports across the bottom of the drawer/shelf is required.

2510.06.F.3 Safes must be a minimum size to accommodate a 15"/380 mm laptop computer.

2510.06.F.4 Safes are not allowed to have power outlets (socket outlets).

2510.06.G Window Treatments

Refer to Section 2515.03.A.7 for Guestroom Window Treatment.

2510.07 Mechanical

2510.07.A System Types

2510.07.A.1 Select an appropriate air conditioning unit that is dedicated to individual guestrooms and provides on-demand heating and air conditioning that complies with the Indoor Environmental Requirements Matrix included in Section 2514.06.

2510.07.A.2 Acoustical Requirements: Comply with Indoor Environmental Condition's Matrix included in Section 2514.06.

2510.07.B Not Applicable to this Brand

2510.07.C Thermostat

Guestroom Thermostat

2510.07.C.1 Remote, wall-mounted, electronic digital thermostat specifically designed for guestroom applications must be provided.

2510.07.C.2 Required features are as follows:

2510.07.C.2.a System on/off selection

2510.07.C.2.b Automatic or Manual heating/cooling selection

2510.07.C.2.c Backlit LED/LCD digital display with temperature numerals that are at least 0.5"/12.0 mm in height.

2510.07.C.2.d Fan mode button that allows guest to have either continuous fan, fan cycling on demand of heating/cooling, and manual speed selection.

2510.07.C.2.e Concealed temperature limits for heating and cooling.

2510.07.C.2.f Provides energy management solution based upon occupancy through a passive infrared occupancy sensor for energy management and space humidity control that uses wireless interface to building or room automation system. The system should assure that occupancy status

is obtained through an automated sensor however, the sensor is not allowed through the key reader. Key reader HVAC systems are not allowed.

2510.07.C.3 Locate thermostats remote from the air conditioning device. In typical guestrooms, locate it near the bathroom and entry wall in an area unaffected by supply air drafts. In suites where the sleeping area(s) is separate from the living room area and the entire suite is served by a single air conditioning unit, locate the thermostat in the master bedroom.

2510.07.C.4 Not Applicable to this Brand

2510.07.C.5 Install interlocks with exterior operable doors that de-energize the air conditioning when they are open and return to previous program mode once closed.

2510.07.C.6 Hilton must review and approve all selections.

2510.08 Electrical

2510.08.A Power Outlets

Power outlets (socket outlets) must be placed to allow convenient connection of the individual light fixture. Power cords must be concealed from guest view.

2510.08.B Back-to-back Power Outlets

Back-to-back power outlets (socket outlets) are not permitted between guestrooms. Outlets in walls between guestrooms must be offset a minimum of 6"/150 mm.

2510.08.C Not Applicable to this Brand

2510.08.D Fire Ratings

Maintain fire rating between guestrooms where devices are located.

2510.08.E Power Requirements

2510.08.E.1 Locations required:

2510.08.E.1.a Not Applicable to this Brand

2510.08.E.1.b Convenience power outlets (socket outlets) are required for the iron.

2510.08.E.1.c Four power outlets (socket outlets) must be provided at the work surface for guest convenience. Up to two are allowed to be USB ports. Outlets may be recessed in the wall or recessed in the work surface.

2510.08.E.1.d Power source for the work surface lamp must be located below the work surface for both hard wired and plugged lamps.

2510.08.E.1.e Not Applicable to this Brand

2510.08.E.1.f Near guestroom entry.

2510.08.E.1.g Not Applicable to this Brand

2510.08.E.1.h Non-switched, power outlets (socket outlets) must be provided at the bedside surface for guest convenience. There must be at least one traditional outlet and two USB outlets at each surface for single bedded rooms and two traditional outlets and two USB outlets where the

surface is shared between two beds. Outlets may be provided in the base of light fixtures, recessed in the wall or recessed in the bedside surface. Outlets are not allowed in wall-hung light fixtures and must be for guest use only. Light fixtures with outlets in the base must be tall enough to allow chargers to fit squarely into the outlets.

2510.08.E.2 Circuits

2510.08.E.2.a Provide a minimum of two independent power circuits for the general devices and light fixtures, and at least one GFCI/ELCB/RCCB or equal circuit for the bathroom. Circuit interruption in one guest suite should not affect an adjacent room.

2510.08.F Lighting

2510.08.F.1 All switches in the guestroom and guest bathroom must be rocker switches with screwless face plates.

2510.08.F.2 Provide an illuminated rocker switch with screw less face plate immediately adjacent to the entrance door to control one light fixture when entering the guestroom. This fixture may be a decorative ceiling mount, ceiling recessed or a decorative wall sconce.

2510.08.F.3 An automatic on/off LED strip light is required in the closet.

2510.08.F.4 Not Applicable to this Brand

2510.08.F.5 A rocker switch with screw less face plate must be provided at the bed that turns off all lights, including the bathroom, except night lights.

2510.08.F.6 All light fixtures must be UL listed for the wattage that it will carry. They must use energy efficient, long life lamps.

2510.08.F.7 All illuminated rocker switches with screw less face plates must be LED.

2510.08.F.8 Any room within a suite that is accessible from two sides must have a light fixture that can be turned on and off at both entrances to the room at a lighted rocker wall switch with screw less face plate.

2510.09 Technology

2510.09.A Telephone

2510.09.A.1 Each guestroom must contain a minimum of one telephone outlet at the bedside surface. Suites must contain a minimum of two telephone outlets. Provide one at the bedside counter and one at the work surface in the living area.

2510.09.A.2 One additional telephone outlet is required in the living area of any suite if living area is separate from the sleeping area.

2510.09.A.3 Telephone outlets must be mounted at standard code heights out of guests' view.

2510.09.B Internet Access

2510.09.B.1 Refer to Section 2514.09 for requirements within the guestroom.

2510.09.B.2 When wired, an Internet connection must be provided above the work surface.

2510.09.C Television

2510.09.C.1 Televisions must comply with the specifications provided in [Section 1706.00](#) and [Section 2514.09](#).

2510.10 Kitchen/Wet Bar

2510.10.A Not Applicable to this Brand

2510.10.B Cabinets

2510.10.B.1 The bar must be 34"/865 mm - 36"/900 mm high with a utensil drawer.

2510.10.B.1.a The top surface and backsplashes must comply with Section 2515.04. All cabinets must be furniture grade wood.

2510.10.B.2 Not Applicable to this Brand

2510.10.B.3 Not Applicable to this Brand

2510.10.B.4 Undercabinet lighting must be provided at any upper cabinets.

2510.10.B.5 Not Applicable to this Brand

2510.10.B.6 Ventilation must be provided, as required by equipment manufacturers.

2510.10.C Plumbing

2510.10.C.1 A stainless steel wash basin and goose neck faucet must be provided.

2510.10.D Appliances

2510.10.D.1 The following appliances are required for guestroom wet bars:

2510.10.D.1.a A built-in microwave behind cabinet doors.

2510.10.D.1.b A minimum 1.7 cubic feet/0.05 cubic meters under counter refrigerator.

2510.10.D.2 Appliances must be black or stainless.

2511.00 Not Applicable to this Brand

2512.00 Guest Bathroom

Refer to Section 2514.00, Technical Criteria, and Section 2515.00 Furnishings, Fixtures and Equipment, for requirements applicable to this Section.

2512.00.A Bathroom Fixture Requirements

The guest bathroom must have a minimum of three fixtures (not including a bidet). Inside finished area must be a minimum of 48 ft²/4.46 m². Bathrooms must include a vanity with one wash basin, shower or tub/shower combo and a water closet.

2512.00.A.1 Shower Requirement

King guestrooms require a shower in lieu of a combination bathtub/shower.

2512.00.A.2 Shower Requirement

60% of double rooms must have showers. Other mixes will be considered based on market conditions.

2512.00.B Not Applicable to this Brand

2512.00.C Not Applicable to this Brand

2512.01 Doors

2512.01.A Doors

Sliding bathroom doors, pocket or barn, are allowed. When barn doors are utilized, door trim must ensure no visible gaps through to the bathroom.

2512.01.B Door Width

Clear width of door opening, when fully open, must be 32"/800 mm or greater and a minimum door height of 6'-8"/2.0 m.

2512.01.C Door Hardware Requirements

All hardware must be commercial grade and have a finish to coordinate with surrounding bath accessories or entry door hardware.

2512.01.D Not Applicable to this Brand

2512.01.E Swinging Door Locking Hardware

Swinging doors must have a lock. They must also have a latch or pull that operates from either side, except when locked. Swinging door locks must release by turning the inside lever and by closing the door; an emergency device must release this lock from the outside of the bathroom.

2512.01.F Barn Door Locking Hardware

Locking hardware is not required on sliding barn doors.

2512.02 Finish Options - Guest Bathroom

2512.02.A Floor: Porcelain tile, natural stone

2512.02.A.1 Base (minimums): 3"/75 mm porcelain tile, natural stone. Height must be coordinated with the guestroom base when the two materials directly intersect.

2512.02.A.2 The bathroom door threshold must be a single piece of natural stone, quartz composite or a transition strip (Schluter or comparable). Threshold is not permitted if tile floor extends past bathroom entry door.

2512.02.A.3 Not Applicable to this Brand

2512.02.A.4 Curb must be provided at shower door to prevent water overflow.

2512.02.B Wall: Vinyl wallcovering, porcelain or ceramic tile, natural stone, back-painted/laminated toughened glass, paint (non-wet areas)

2512.02.B.1 Not Applicable to this Brand

2512.02.B.2 Not Applicable to this Brand

2512.02.B.3 Not Applicable to this Brand

2512.02.B.4 Not Applicable to this Brand

2512.02.B.5 Not Applicable to this Brand

2512.02.B.6 Moisture-resistant wallboard must be used on all plumbing walls.

2512.02.B.7 Tub/shower surrounds: Porcelain tile, full-panel natural marble with reinforced backing, natural stone with high-gloss finish

2512.02.B.7.a Not Applicable to this Brand

2512.02.B.7.b Surround panels must have a finished edge.

2512.02.B.7.c The tub/shower surrounds must extend to the ceiling and coordinate with vanity color.

2512.02.C Ceiling: Paint on gypsum

2512.02.C.1 Ceiling must be moisture resistant gypsum board with smooth finish.

2512.02.C.2 Ceilings must have minimum height of 7'-6"/2.3 m.

2512.03 Mechanical

2512.03.A Mechanical Exhaust

The guest bathroom area must be mechanically exhausted to the exterior as described in Section 2514.06.

2512.03.B Re-circulating Type Exhaust

Re-circulating-type exhaust is not allowed.

2512.03.C Noise Level

2512.03.C.1 If individual exhaust fans are used, select for maximum inlet noise level of 2.0 sones per AMCA Standards at design air flow and static pressure.

2512.03.C.2 If a central exhaust fan is used, design for noise levels within the guestrooms that comply with Section 2514.06.

2512.03.D Exhaust Fan Wall Switch

Provide separate wall switch for exhaust fan. An occupancy/motion sensor controlled exhaust fan is not allowed.

2512.03.E Toilet Exhaust Termination

Toilet exhaust must terminate to the exterior at the roof level.

2512.04 Fixtures/Plumbing

2512.04.A Plumbing Fixture Requirements

Provide white plumbing fixtures (shower pan, bathtub, water closet and wash basin) with chrome-plated exposed drain lines.

2512.04.B Fixture Trim Finish Coordination

Fixture trim finishes must coordinate in color.

2512.04.C Overflows

Bathtubs and wash basins must provide a gravity overflow outlet sized for full flow rate.

2512.04.D Stoppers

Provide metallic, mechanical lift type operated stoppers from the overflow or twist and lift stoppers.

2512.04.E Bathtubs

2512.04.E.1 Not Applicable to this Brand

2512.04.E.2 Not Applicable to this Brand

2512.04.E.3 Provide minimum bathtub dimension of 60"/1.5 m long.

2512.04.E.4 Acceptable bathtubs:

2512.04.E.4.a Cast iron bathtubs that meet the following minimum requirements:

2512.04.E.4.a.1 An acid-and scratch-resistant enameled finish on a single one-piece, sand-cast base with integral apron.

2512.04.E.4.a.2 An integral slip-resistant surface on the bottom of the well meeting ASTM F462-79 (2007) Slip-Resistant Bathing Facilities (www.astm.org).

2512.04.E.4.a.3 Integral lumbar support/sloped back.

2512.04.E.4.b Porcelain-on-steel composite bathtubs that meet the following minimum requirements:

2512.04.E.4.b.1 An acid-resistant enameled finish on a minimum .0598"/1.5 mm gauge thickness, one-piece, steel-formed bathtub with an integral apron and an acrylic-composite backing on the underside of the bathtub.

2512.04.E.4.b.2 An integral slip-resistant surface on the bottom of the well meeting ASTM F462-79 (2007) Slip-Resistant Bathing Facilities (www.astm.org).

2512.04.E.4.b.3 Straight tiling bead/flange.

2512.04.E.4.b.4 Not Applicable to this Brand

2512.04.E.4.b.5 Integral lumbar support/sloped back.

2512.04.E.4.c Porcelain-on-steel (POS) bathtubs that meet the following minimum requirements:

2512.04.E.4.c.1 An acid-resistant enameled finish on a minimum .0598"/1.5 mm thickness (16-gauge), one-piece, steel-formed bathtub with an integral apron.

2512.04.E.4.c.2 An integral slip-resistant surface on the bottom of the well meeting ASTM F462-79 (2007) Slip-Resistant Bathing Facilities (www.astm.org).

2512.04.E.4.c.3 Straight tiling bead/flange.

2512.04.E.4.c.4 Not Applicable to this Brand

2512.04.E.4.c.5 Integral lumbar support/sloped back.

2512.04.E.4.d Not Applicable to this Brand

2512.04.E.4.e Acrylic quartz bathtubs that meet the following minimum requirements:

2512.04.E.4.e.1 Through-colored with no layers and a minimum bottom thickness of .05"/12 mm without wood or other reinforcement.

2512.04.E.4.e.2 Meet standards DIN 198 and EN 14516 for user safety and quality requirements,

2512.04.E.4.e.3 An integral slip-resistant surface on the bottom of the well meeting BS 7976, pendulum test moderate slip potential.

2512.04.E.4.e.4 Radius of outer product corners (rim) must not exceed 3/16"/5 mm for tiling flange.

2512.04.E.4.e.5 Glued-on, high grade plastic feet for support.

2512.04.E.5 Unacceptable bathtubs: Fiberglass, acrylic, plastic, bathtub liners, applied bath mats or strips

2512.04.E.6 Hotels must not resurface or recoat existing bathtubs.

2512.04.F Showers

2512.04.F.1 Not Applicable to this Brand

2512.04.F.2 Not Applicable to this Brand

2512.04.F.3 The minimum shower receptor dimensions must be 60"/1.5 m x 30"/750 mm or 48"/1.2 m x 30"/750 mm. Shower receptors are required in new construction and where possible in renovations.

2512.04.F.4 Acceptable shower receptors:

2512.04.F.4.a Cast iron receptors that meet the following minimum requirements:

2512.04.F.4.a.1 An acid-and scratch-resistant enameled finish on a single one-piece, sand-cast base with integral apron.

2512.04.F.4.a.2 An integral slip-resistant surface on the bottom of the well meeting ASTM F462-79 (2007) Slip-Resistant Bathing Facilities (www.astm.org).

2512.04.F.4.b Not Applicable to this Brand

2512.04.F.4.c Not Applicable to this Brand

2512.04.F.4.d Single-piece cast engineered stone receptors.

1. Product must be a non-porous through body color material (no gel-coats or other top coat finish allowed)
2. Must contain a minimum of 60% natural stone materials. Solid surface resin must be premium grade, NPG-isophthalic (ISO), UV inhibited acrylic based polyester resin.
3. Must meet the Slip-resistance requirements described in 2514.03.A.
4. Must feature a tile flange anywhere that wall meets the pan. Tile flange must be water tight and must not be thicker than 3/16". Must be leveled and supported.
5. Final profile and finish color to be approved by Hilton.

2512.04.F.4.e Single-piece terrazzo receptors.

2512.04.F.4.f Not Applicable to this Brand

2512.04.F.4.g Not Applicable to this Brand

2512.04.F.4.h Tile floor finishes are acceptable for showers with prior approval from Hilton on size, color and installation technique. 1. Must meet the slip-resistance requirements described in 2514.03.A.

2512.04.F.5 Unacceptable shower receptors: Fiberglass, plastic, acrylic

2512.04.F.6 Pre-fabricated shower stalls are not allowed.

2512.04.F.7 Shower enclosure

2512.04.F.7.a Shower enclosures must be frameless clear glass with a frameless hinged door or a 3/8"/9.5 mm clear glass, frameless bypass shower door with the approval of Hilton. Locate glazing flush with outside face of shower receptor curb. Doors must be 74"/1.88 m high minimum.

2512.04.F.7.b Glass shower enclosures must be tempered or laminated safety glass. All hardware must withstand a wet environment. Sliding door must not be a continuous bottom track. Swinging door must not conflict with other doors.

2512.04.F.7.c Shower door undercut must clear a floor mat when opened and swing out.

2512.04.F.8 Provide either a minimum 3"/75 mm diameter slot or floor drain.

2512.04.G Water Closet

2512.04.G.1 Provide a 1.6 gallons per flush/6.06 liters per flush (maximum), tank type, vitreous china water closet with an elongated bowl.

2512.04.G.2 Water closets must have a commercial grade, closed-front, solid plastic seat with cover. Stainless steel hinges with slow-closing feature to minimize slamming of water closet seat must be provided. The water closet seat and lid must remain in an upright position without being held. The color of seat and lid must match the fixture.

2512.04.G.3 Water supply must be mounted approximately 10"/254 mm above the floor to avoid conflict between the escutcheon plate and wall base.

2512.04.H Bathtub and Shower Controls

2512.04.H.1 Bathtub/Shower Applications: Valve must be anti-scald, pressure and/or thermostatic automatically compensating mixing valve type. Construction must include integral stops, high temperature limit adjustment and replaceable cartridges. Brass/Bronze construction required for the main body. Lever operation of the valve is required for manual valves. Unless integral diverter is provided as part of the mixing valve, a lift knob for shower diversion must be located on top of the bath spout.

2512.04.H.1.a Minimum requirements:

2512.04.H.1.a.1 Compliance to ASSE 1016 and/or EN 1111.

2512.04.H.2 Single Showerhead and combination showerhead/hand shower applications: Valve must be anti-scald, pressure and/or thermostatic automatically compensating mixing valve type. Construction must include integral stops, high temperature limit adjustment and replaceable cartridges. Brass/Bronze construction is required for the main body. Lever operation of the valve is required for manual valves. If applicable, lever or push button diverter actuation may be used. Diverter must be integral to the control valve or located within 1'-8"/0.5 m from the control valve.

2512.04.H.2.a Minimum requirements:

2512.04.H.2.a.1 Compliance to either ASSE 1016 and/or EN 1111.

2512.04.H.3 Multi-outlet shower system applications: Valve must be anti-scald, pressure and/or thermostatic automatically compensating mixing valve type. Construction must include integral stops, high temperature limit adjustment and replaceable cartridges. Brass/Bronze construction is required for the main body. Lever operation of the valve is required for manual valves. Transfer or diverter valves are acceptable however; diverter/transfer valve must be integral to the control valve or located within 1'-8"/0.5 m from the control valve.

2512.04.H.3.a Minimum requirements:

2512.04.H.3.a.1 Compliance to either ASSE 1016 and/or EN 1111.

2512.04.H.4 Valve trim: All finished exposed trim (including exposed valves) must meet minimum code requirements for corrosion in compliance to ASME A112.18.1/CSA B125.1. Trim must include identifiable control setting by symbols, letters or graphics/colors to indicate "off", "cold" and "hot" operation for the control valve.

2512.04.H.5 All valves and trim must be approved by Hilton.

2512.04.H.6 Not Applicable to this Brand

2512.04.H.7 Showerheads

2512.04.H.7.a Provide an single flow showerhead. Showerhead must incorporate flow rate restrictor providing a maximum flow of 2.5 GPM/9.5 LPM at minimum delivered water pressure of 30 PSI/2.1 bar. Showerheads/hand showers rated at or below 2.0 GPM/7.6 LPM must comply with minimum performance standards for low flow heads similar to USEPA Water Sense listings. Showerhead must be approved by Hilton.

2512.04.H.7.b All showerheads/hand showers must be code listed indicating compliance to a formal standard and the markings should appear on the device. The code listing should include minimum corrosion standards.

2512.04.H.7.c Rough-in for the showerhead must be 6'-10"/2.08 m to 7'-0"/2.1m above the finished floor. Exception: showerheads on an adjustable bar/rail, in which case the bottom of the showerhead must reach at least 6'-6"/2.0 m.

2512.04.I Vanity Faucets

2512.04.I.1 Provide commercial grade faucets with dual lever handles with quarter turn feature and 8"/200 mm centers, or single-lever handles. Fixtures must be plated brass with replaceable cartridges, as manufactured by nationally known manufacturers. Lever handles must not have exposed screws. Lever-activated waste stoppers are required.

2512.04.I.2 Each hot and cold water supply must have an individual shut off valve.

2512.04.I.3 All properties must have a 1.5 gpm/5.6 lpm aerator.

2512.04.J Water Basin

Wash Basin

2512.04.J.1 Wash basin must be an undermount/bottom-set vitreous china bowl. Freestanding top-set, vessel-type wash basins are permitted with prior approval. All other type bowls must be submitted to Hilton for approval. Integral wash basins are only allowed for use with engineered stone vanity tops.

2512.05 Electrical

2512.05.A Rocker Switch

Provide an illuminated rocker switch immediately adjacent to entrance of bathroom. If LED, light must be white.

2512.05.B Not Applicable to this Brand

2512.05.C Power Outlets

Two GFCI/ELCB/RCCB or equal power outlets (socket outlets) must be located at one end of the bathroom vanity for convenient use of personal care appliances (unless prohibited by local law). Power outlets (socket outlets) must not interfere with mirror.

2512.06 Lighting

2512.06.A 2514.08 Requirements

Comply with requirements included in Section 2514.08.

2512.06.B Not Applicable to this Brand

2512.06.C Not Applicable to this Brand

2512.06.D Wall Sconces

Bathroom lighting must be wall sconces mounted on both sides of the mirror and a vapor resistant fixture ceiling-mounted over the bathtub/shower area. A vapor resistant fixture is required in the water closet if water closet is enclosed and separate from rest of bathroom. Light fixture(s) mounted above the vanity mirror or incorporated in the vanity mirror fittings are permitted with prior approval.

2512.07 Technology

2512.08 Vanities

2512.08.A Wash Basin/Vanity Top Height

Vanity tops must be 34"/860 mm high.

2512.08.B Base

2512.08.B.1 Vanities must be wall-mounted and extend wall to wall, or be supported by legs and held free of the sidewalls. Legs, when used, must have a non-corrosive metal cap at the bottom of the legs. Bowed top and apron are allowed.

2512.08.B.2 Not Applicable to this Brand

2512.08.B.3 The vanity base, if of wood construction, must have a catalyzed waterproof finish and have a decorative/casegood appearance. Refer to Section 2515.01 for more information on the construction of the vanity base.

2512.08.B.4 Not Applicable to this Brand

2512.08.B.5 If local code permits a hair dryer in the guest bathroom, provide a drawer or cubby for hair dryer storage.

2512.08.C Tops

2512.08.C.1 Single bowl vanity tops must be a minimum of 60"/1.5 m in length. Dual bowl vanity tops must be a minimum of 72"/1.8 m in length. Bowed vanities must be a minimum of 20"/500 mm deep on the sides and enlarge to 24"/600 mm deep at the bowl. Straight vanities must be a minimum of 22"/560 mm deep.

2512.08.C.2 Vanity tops, sides (when wall-to-wall vanities are provided) and backsplash must be a minimum of 3/4"/20 mm thick granite, engineered stone, glass (semi-frosted underneath), engineered stone or approved alternative and be stain resistant. All tops must have a 4"/100 mm backsplash.

2512.08.C.3 Substrates for vanity tops must be a 3/4"/1.9 cm thick with a nine ply moisture resistant wood ply-core with MR glue line, Medex (waterproof MDF) or a 3/4"/1.9 cm marine grade plywood.

2512.09 Bathroom Accessories

2512.09.A Bathroom Accessory Materials

All bathroom accessories must be non-corrosive and must match the plumbing fixture trim finish and style.

2512.09.B Internal Wood Blocking

Internal wood blocking secured to studs is required for all wall mounted accessory items.

2512.09.C Required Accessories

All guest bathrooms must contain the following accessories:

2512.09.C.1 Toilet Paper Holder

2512.09.C.1.a A single-roll, wall-mounted toilet paper holder, non-restrictor type must be provided.

2512.09.C.2 A curved shower rod is required for all rooms that have shower/bathtub compartments. Rod must be oval or round tube and must not rotate within the mounting bracket. Rod must be mounted 6'-8"/2.04 m above the finished floor to the center line of the rod, vertically centered on back side of bathtub edge, and permanently secured. Anchors are required to securely fasten to wall. Shower curtains must not be used on walk-in showers unless required for wheelchair accessibility.

2512.09.C.3 Grab Bar

2512.09.C.3.a

A grab bar with a minimum 12"/300 mm long gripping surface (portion of the bar that is 1.5"/38 mm from the wall) is required at all bathtubs, whirlpools and shower enclosures. The grab bar must be mounted vertically with its gripping surface spanning 38"/965 mm – 46"/1.17 m above the finish floor.

For Tubs and Whirlpools, the grab bar must be mounted 6"/150 mm to 12"/300 mm from the outermost edge of the tub, at the main tub entry/exit point.

For Showers, the grab bar may be located on any wall, at least 6"/150 mm from any corner or shower edge. Placement must be coordinated with swinging shower doors.

Grab bars must be decorative and coordinate with the surrounding fixtures and accessories. A grab bar is not required at freestanding tubs.

2512.09.C.3.b

All grab bars must be securely anchored and capable of withstanding 250 lbs/120 kgs of pull. The gap between the wall and the grippable area must not exceed 1.5"/38 mm. Cement adhesive is not acceptable. Grab bars must have flange covers to conceal the mounting screws. Towel bars must not serve as a grab bar.

2512.09.C.4 Soap Dishes

2512.09.C.4.a Soap dishes must not have grab handles and must not be plastic. For shower-only units and bathtub/shower combos, a soap dish must be placed in the corner on the showerhead wall, 48"/1.20 m above the finished floor.

2512.09.C.4.b Open metal basket soap dishes are allowed and must meet the following criteria:

2512.09.C.4.b.1 Must be manufactured with corrosion resistant brass or stainless steel.

2512.09.C.4.b.2 Wire spacing must be no greater than 1/2"/12 mm.

2512.09.C.4.b.3 Must be surface mounted with concealed fasteners – mounting connection must be easy to clean and maintain.

2512.09.C.4.b.4 Overall minimum width must be no less than 6"/150 mm.

2512.09.C.4.b.5 Finish must match other bath accessories.

2512.09.C.4.b.6 The following finishes are acceptable: satin nickel, polished chrome or polished stainless steel.

2512.09.C.4.b.7 Corner mount installations are required - other mounting is acceptable in oversize shower configurations only.

2512.09.C.5 Towel Storage

2512.09.C.5.a Towel storage must be incorporated into the vanity area to accommodate the Brand terry program. Towels must not be stored over the water closet or in bathtub/shower area.

2512.09.C.6 Towel Bar

2512.09.C.6.a 18"/450 mm towel bar or 6"/150 mm towel ring must be installed immediately adjacent to vanity. Towel bar/ring is not allowed over the water closet. The towel bar may be mounted on the face of the vanity.

2512.09.C.7 Minimum of one towel hook or bar must be mounted in close proximity of the shower. Shower door handle can be incorporated as a towel bar.

2512.09.C.8 Robe Hook

2512.09.C.8.a Two single or one double robe hook must be provided. Mount at 6'-0"/1.8 m above the finished floor.

2512.09.C.9 Not Applicable to this Brand

2512.09.C.10 Recessed facial tissue dispensers are not permitted.

2512.09.C.11 Not Applicable to this Brand

2512.09.C.12 A freestanding, double sided, 1x - 5x magnification, LED lighted make-up mirror or a wall mounted, double arm, single sided, 5x magnification, LED lighted make-up mirror is required.

2512.10 Furniture, Fixtures and Equipment

Refer to Section 2515.00 for typical FF&E requirements.

2512.10.A Artwork

2512.10.A.1 Artwork is required in all bathrooms except those with full height, stone/tile walls.

2512.10.B Mirror

2512.10.B.1 A decorative mirror must be provided over the vanity. Mirror may have integral lighting and be frameless. There must be no visible clips or fasteners. Must be installed with tamper-proof wall mounts.

2512.10.B.2 Mirror must have an electric de-misting pad on the rear and lights on either side. De-misting pad must be linked to bathroom light circuit.

2513.00 Back-of-House

Refer to Section 2514.00, Technical Criteria, and Section 2515.00, Furnishings, Fixtures and Equipment, for requirements applicable to this section.

2513.01 Office

2513.01.A All Offices

2513.01.A.1 Not Applicable to this Brand

2513.01.A.2 Provide a tamper-proof, 180-degree, one-way sidelight or viewer at the main office door entry. Install viewer at centerline of door, 5'-0"/1.5 m above the finished floor.

2513.01.A.3 Provide locksets with push-button lock or electronic card reader on all offices. Push-button lock must release with a key, by turning the inside lever and/or by closing the door.

2513.01.A.4 The mail sorting area must have a minimum 4'-0"/1.2 m x 24"/600 mm deep counter surface at 36"/900 mm above the finished floor with adjustable shelving above and below the counter.

2513.01.A.5 Finish Options - Offices

2513.01.A.5.a Floor: Carpet (broadloom and carpet tile)

2513.01.A.5.a.1 Base (minimums): 4"/100 mm vinyl, through body synthetic, carpet, wood. Wood base is required in general office reception area.

2513.01.A.5.b Wall: Vinyl wallcovering, paint, Heart of House graphic

2513.01.A.5.c Ceiling: Acoustical ceiling tile, pops of color, architectural lighting per Heart of House Design Guide

2513.01.A.5.c.1 Offices must have a minimum ceiling height of 8'-6"/2.6 m.

2513.01.A.6 All built-in counters, shelves and cabinets must have a minimum plastic laminate finish. The top surface material must comply with Section 2515.04.

2513.01.A.7 Mechanical

2513.01.A.7.a Provide a thermostat for the office area. Separate controls are required for the general manager's office.

2513.01.A.8 Electrical

2513.01.A.8.a At each desk/workstation there must be a minimum of four dedicated power outlets (socket outlets) and two power outlets (socket outlets). This must be located within 5'-0"/1.5 m of the workstation. All outlets must be ground. Each dedicated circuit may provide power for up to three workstations.

2513.01.A.8.b Provide a minimum of two convenience power outlets (socket outlets) on each wall or desk location with spacing not to exceed 20'-0"/6.0 m on center.

2513.01.A.8.c Provide a power outlet (socket outlet) on a dedicated circuit for the copier.

2513.01.A.8.d Provide four power outlets (socket outlets) at each coffee station (two above and two below the counter).

2513.01.A.8.e Provide two power outlets (socket outlets) at 4'-0"/1.2 m above the finished floor above the mail sorting counter.

2513.01.A.8.f All office lighting must be locally switched.

2513.01.A.8.g Refer to Section 2514.08 for minimum light level requirements.

2513.01.A.9 Provide three telephone/data outlets at each desk/workstation and one wall-mounted telephone outlet in the mailroom (when provided).

2513.01.A.10 Each workstation must be wired as required by Section 2518.00.

2513.01.A.11 Provide commercial grade, coordinating furniture in all offices and personal storage with seating in open offices.

2513.01.B Front Office

2513.01.B.1 The front office area must be located adjacent to the front desk and must include the following areas/offices:

2513.01.B.1.a Front office manager's office

2513.01.B.1.b Night auditor's office

2513.01.B.1.c Cashier's office

2513.01.B.1.d Count room

2513.01.B.1.e Team Member safety deposit box area, adjacent to count room

2513.01.B.1.f Safety deposit box and viewing room

2513.01.B.1.g Note: Larger hotels may require cashier's office, count room and computer room in the accounting offices.

2513.01.B.2 Provide a minimum of 50 ft²/4.64 m² for the count room. The room must be adjacent to the cashier's office.

2513.01.B.3 The count room must include:

2513.01.B.3.a Self-closing entry door with tempered vision glass or side light for visual security.

2513.01.B.3.b Counting shelf 2'-0"/600 mm x 6'-0"/1.8 m for counting receipts.

2513.01.B.3.c Not Applicable to this Brand

2513.01.B.3.d The connecting wall or door of the cashier's office must have a shelf with secured transaction window and an after-hours, secured drop safe. The drop safe must have two locking mechanisms.

2513.01.B.4 Provide a glazed partition at the front office manager's office to facilitate visual supervision of the front office area, if a separate front office manager's office is provided.

2513.01.B.5 The primary telephone PBX must be located in an enclosed room adjacent to registration area and away from guest view.

2513.01.C Executive Offices

2513.01.C.1 Not Applicable to this Brand

2513.01.C.2 A reception area is required whether the executive offices are consolidated or separated.

2513.01.C.3 Provide a minimum 10'-0"/3.0 m x 12'-0"/3.7 m reception area.

2513.01.C.4 The general manager, the assistant general manager, the director of sales, the director of food and beverage, the director of finance and the director of human resources must have private offices. These offices and any conference space must be enclosed by permanent partitions.

2513.01.C.5 Provide an additional telephone outlet in the general manager's office.

2513.01.D Sales and Catering Offices

2513.01.D.1 The sales and catering offices must be consolidated with all other administrative offices with a separate entrance to the reception area from the lobby or a guest corridor.

2513.01.D.2 A minimum 10'-0"/3.0 m x 10'-0"/3.0 m reception area must be provided at the entrance to the office suite under the administrative assistant's direct observation.

2513.01.D.3 Not Applicable to this Brand

2513.01.D.4 Provide a minimum 80 ft²/7.5 m² storage/work room with 2'-0"/600 mm deep x 4'-0"/1.2 m wide x 6'-0"/1.8 m high, enameled, metal storage shelving along one wall.

2513.01.D.5 Provide one wall-mounted telephone outlet in the storage/work room and one additional telephone outlet in waiting area.

2513.01.E Accounting Offices

2513.01.E.1 The accounting office must, whenever possible, be consolidated with all other administrative offices.

2513.01.E.2 Provide an area for active accounting files based on one file drawer for every 25 guestrooms.

2513.01.E.3 Not Applicable to this Brand

2513.01.E.4 Each workstation must have eight power outlets (socket outlets) below the countertop and two power outlets (socket outlets) above. All outlets must be dedicated and ground. One dedicated telephone outlet, one data port and USB outlets must be provided above the counter with two data ports below.

2513.01.F Human Resources

2513.01.F.1 The Human Resources offices must be located at the team member entrance with visual supervision by providing a window, borrowed light or glazed door. Team members must have immediate access to the Human Resources office without crossing receiving area traffic.

2513.01.F.2 The Human Resources offices must have an open office area for the Human Resources clerk, if applicable, and an enclosed office for the director of human resources.

2513.01.F.3 Provide space within the HR clerk's office for at least two applicants to fill out application forms. Provide additional waiting space in the general vicinity of the Human Resources office for four to six applicants.

2513.01.F.4 Provide a training room adjacent to the HR clerk's office with a minimum of 325 ft²/30.0 m² or 1.6 ft²/0.15 m² per key, whichever is greater.

2513.01.F.5 Provide dimmable lighting in the training room.

2513.01.F.6 Provide a computerized time clock at the team member entrance area adjacent to the Human Resources office. Provide data connection and a power outlet (socket outlet) installed at 48"/1.2 m above the finished floor for time clock.

2513.01.F.7 Provide a fixed television with DVD player in training room. Televisions must comply with the sizes and specifications provided in Sections 1706.00 and 2514.09.

2513.02 Housekeeping Zones

2513.02.A Laundry/Valet

2513.02.A.1 Provide an onsite laundry (or outsourced laundry services when approved by Hilton). The following standards are applicable to the onsite laundry.

2513.02.A.2 The laundry must be designed and specified by a professional Laundry Consultant and approved by Hilton.

2513.02.A.3 The laundry must be installed on grade and not adjacent, above or below the ballroom, meeting rooms, public restrooms, restaurant, or any other public space.

2513.02.A.4 The laundry must be contiguous with the housekeeping area and both areas must be located in close proximity to the service elevators/lifts.

- 2513.02.A.5 Provide a cart parking area for at least one cart per 75 guestrooms.
- 2513.02.A.6 Dryers must be enclosed in a gypsum board enclosure. Provide at least 2'-0"/600 mm of service access in the rear. Verify all service access requirements. The door to this enclosure must open out.
- 2513.02.A.7 Provide a minimum 538 ft²/50 m² linen room adjacent to the loading/unloading bay when laundry is outsourced.
- 2513.02.A.8 Approximately 20 percent of the laundry must be allocated to soiled linen receiving and sorting. The sorting area must be immediately adjacent to the washing area.
- 2513.02.A.9 Provide exterior access to the laundry to permit delivery and future replacement of equipment without major dismantling or demolition.
- 2513.02.A.10 The laundry must contain the termination of the linen chute.
- 2513.02.A.11 Doors
 - 2513.02.A.11.a Primary laundry entrance door must be double doors, each 3'-0"/900 mm x 6'-8"/2.0 m minimum, with locksets, kick plates and door closers with a hold open feature.
- 2513.02.A.12 Finish Options - Laundry/Valet
 - 2513.02.A.12.a Floor: Vinyl composition tile (allowed in dry areas, but not under large stationary equipment); concrete - steel troweled, triple epoxy sealed or better
 - 2513.02.A.12.a.1 Base (minimums): 4"/100 mm through body synthetic, quarry tile, porcelain tile, natural stone
 - 2513.02.A.12.b Wall: Epoxy paint, moisture-resistant gypsum board (painted), masonry (painted)
 - 2513.02.A.12.b.1 Walls must have FRP or PVCu seamless wall-cladding wainscot.
 - 2513.02.A.12.b.2 Provide metal or rubber corner guards and wall railings at columns and wall outside corners.
 - 2513.02.A.12.c Ceiling: Washable ceiling system with non-corrosive aluminum grid, paint on gypsum.
 - 2513.02.A.12.c.1 All exposed pipes, ductwork, etc. must be painted.
- 2513.02.A.13 Mechanical
 - 2513.02.A.13.a Provide an independent central HVAC system for the laundry.
 - 2513.02.A.13.b Provide separate temperature control for the laundry and housekeeping area.
 - 2513.02.A.13.c Dryer Makeup Air and Exhaust System:
 - 2513.02.A.13.c.1 Provide source for outdoor treated makeup air as required by the dryer manufacturer's recommendations.
 - 2513.02.A.13.c.2 Provide combustion air source for gas dryers that comply with NFPA 54 and 90A requirements (www.NFPA.org).
 - 2513.02.A.13.c.3 In cold climates, protect equipment and piping from freeze potential.
 - 2513.02.A.13.c.4 Fabricate and install exhaust ductwork to minimize dust or lint entrapment and provide cleanout openings at least 20'-0"/6.0 m.
 - 2513.02.A.13.c.5 Laundry equipment supplier must provide a wet or dry exhaust vent filter to collect and control lint accumulation.
 - 2513.02.A.13.c.6 Provide weather-stripped, motorized dampers interlocked to the dryer circuit.
 - 2513.02.A.13.d Ironer and Ironer Exhaust Air System:

2513.02.A.13.d.1 Provide ironer equipped with built-in or field fabricated and installed heat collection hood to capture heat from the ironer.

2513.02.A.13.d.2 Provide independent exhaust duct system connected to the capture hood and sloped away from the ironer.

2513.02.A.13.d.3 Provide in-line filter assembly to capture lint prior to exhaust termination.

2513.02.A.13.e Plumbing

2513.02.A.13.e.1 Not Applicable to this Brand

2513.02.A.13.e.2 Provide trough drain when required for washers/extractors that are sized to accommodate 4 gallons/15.0 liters per pound of washer capacity or as per manufacturer's requirements. Minimize size required is 14"/350 mm wide and 18"/450 mm deep with bottom sloped to at least two drains that are protected by easy-to-clean lint traps.

2513.02.A.13.e.3 Provide water temperatures to washing equipment at 165 °F/74 °C or as recommended by the equipment supplier and chemical system provider.

2513.02.A.13.e.4 Provide floor drains in front of every other washer.

2513.02.A.13.e.5 Provide individual shut off valves for each laundry equipment item, for each type of service.

2513.02.A.13.e.6 Provide compressed air system when required for the laundry equipment, sized for no more than 30 percent run time. Select system pressure and flow requirements based upon laundry equipment needs.

2513.02.A.13.e.7 Provide all welded fittings for thermal fluid systems, and thermally insulated with cellular glass that complies with ASTM C552-07 (www.astm.org).

2513.02.A.13.e.8 Provide a two-compartment linen soaking wash basin with soap and towel dispensers in the sorting area.

2513.02.A.13.e.9 Provide one floor drain at the center of the dryer area. Provide a floor drain under the exhaust duct connection for large chest-type ironers not exhausted from above the roll.

2513.02.A.13.e.10 Provide water softening for laundry if domestic water supply exceeds five grains of hardness.

2513.02.A.13.e.11 Where team members handle substances that could injure their eyes or get onto their bodies, provide a plumbed or gravity fed eyewash station and/or safety shower with floor drain that complies with ANSI/ISEA Z358.1 (www.ansi.org). It must be on an unobstructed path and accessible within 10 seconds of the hazard. Bottled saline or flushing liquids are considered a secondary eyewash and should not be used in place of an ANSI compliant unit.

2513.02.A.14 Electrical

2513.02.A.14.a Provide power as required for washers/extractors, dryers and ironers.

2513.02.A.14.b Refer to Section 2514.08 for minimum light level requirements.

2513.02.A.14.c Not Applicable to this Brand

2513.02.A.14.d Provide a minimum of two power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center in laundry.

2513.02.A.14.e Provide two GFCI/ELCB/RCCB or equal ground fault protected power outlets (socket outlets) behind each washer for service and detergent dispenser.

2513.02.A.14.f Provide two GFCI/ELCB/RCCB or equal ground fault protected power outlets (socket outlets) behind dryers for service.

2513.02.A.14.g Provide two GFCI/ELCB/RCCB or equal ground fault protected power outlets (socket outlets) on wall or column near ironer for service.

2513.02.A.15 Not Applicable to this Brand

2513.02.A.16 Equipment

2513.02.A.16.a Washers/extractors and dryers must be mounted flat on the floor, not recessed or on pads. The structure must be designed to accommodate full operating weight plus dynamic action. Provide floating suspension, isolation-mounted washers/extractors at all above grade installations.

2513.02.A.16.b Provide required washer capacity with a combination of smaller machines rather than one or two larger machines.

2513.02.A.16.c Provide at least one small washer with 50-75 lb/23-25 kg capacity in each hotel. Washers must contain integral control systems and automated detergent dispenser.

2513.02.A.16.d Size dryers to process 40 percent or greater of the wash load. Provide incremental dryer capacity in lieu of one large unit. Provide at least one medium or light duty dryer to handle small loads.

2513.02.A.16.e Provide a small commercial grade washer and dryer in hotels without full service laundries.

2513.02.A.17 Locate the folding area between the dryers and the housekeeping area. Provide one to two 2'-6"/760 mm x 6'-0"/1.8 m x 3'-0"/900 mm high folding tables depending upon the size of the hotel.

2513.02.A.18 Provide a 2'-0"/600 mm deep x 4'-0"/1.2 m wide x 6'-0"/1.8 m high painted/powder coated or stainless wire shelving unit along one wall of the chemical storage room.

2513.02.B Linen Chute

2513.02.B.1 Linen chutes are required and must be designed in strict compliance with local codes.

2513.02.B.2 A linen chute or chute enclosure must be accessed from the linen storage or the service elevator/lifts lobby on all guest floors. Direct access from a guest corridor or any other public area is not allowed.

2513.02.B.3 The linen chute must be 24"/600 mm diameter with an 18"/450 mm square access door on each guestroom floor.

2513.02.B.4 Linen chutes must run vertically. Offsets are not allowed. The linen chute must terminate in the sorting area of the laundry.

2513.02.B.5 Linen chute must terminate into a separate linen sorting room to ensure fire separation or per local code.

2513.02.B.6 Linen chute discharge doors must be top-hinged with fusible link release, fire/smoke seals and when closed must be at least 6'-0"/1.8 m above the finished floor.

2513.02.B.7 The linen chute must have self closing, self-locking doors. Doors must be interlocked unless the chute area is locked off from the public.

2513.02.C Housekeeping

2513.02.C.1 The housekeeping area must be directly adjacent to the service elevators/lifts and conveniently accessible from the team member locker rooms.

2513.02.C.2 Locate the entrance to housekeeping and the housekeeping uniform issue counter so that the housekeeping team members queued at the uniform issue counter will not interfere with traffic in the service corridor or with those entering the laundry.

- 2513.02.C.3 The housekeeping area consists of an issue counter, the director of housekeeping's office (additional offices may be required based upon guestroom count), a glass washing area, work area, bulk linen storage, uniform storage and bulk supplies storage.
- 2513.02.C.4 Provide a 10'-0"/3.0 m x 12'-0"/3.7 m director of housekeeping's office. Locate office so that it has an unobstructed view of the housekeeping area and laundry through a sound-insulated window. An assistant director and housekeeper's office, when provided, must meet the same requirements.
- 2513.02.C.5 The housekeeping issue counter must be a plastic laminate counter 3'-6"/1.1 m high x 3'-0"/900 mm deep x 6'-0"/1.8 m wide with one adjustable shelf beneath and be placed directly inside the entrance to the housekeeping/laundry area. The top surface material must comply with Section 2515.04.
- 2513.02.C.6 Not Applicable to this Brand
- 2513.02.C.7 The uniform issue room area will vary with size and type of hotel. Provide a minimum of 100 ft²/9.0 m² area for uniform issue. 10 ft/3.0 m of rack space is required for each 100 uniforms. A conveyor system is required at larger hotels.
- 2513.02.C.8 Provide bulk supply storage for the following:
- 2513.02.C.8.a Cleaning compounds
 - 2513.02.C.8.b Guestroom amenities
 - 2513.02.C.8.c Paper goods
 - 2513.02.C.8.d Mops, brooms, spare vacuums, etc.
 - 2513.02.C.8.e Cribs, rollaway beds, etc.
 - 2513.02.C.8.f Drapery, bedspreads, blankets, etc.
 - 2513.02.C.8.g Machinery - floor scrubbers, wide area vacuums, etc.
- 2513.02.C.9 Doors
- 2513.02.C.9.a Housekeeping entrance doors must be two 3'-0"/920 mm x 6'-8"/2.04 m minimum doors with electronic lock, door closer with hold open feature, and have push/pull-plates and kick plates.
 - 2513.02.C.9.b Provide a fire resistant roll-up door over issue counter.
 - 2513.02.C.9.c Provide a door with two leaves, one above the other, to issue uniforms where housekeeping counter must not be conveniently used.
- 2513.02.C.10 Finish Options - Housekeeping
- 2513.02.C.10.a Floor: Vinyl composite tile, heavy duty anti-skid tile, natural stone
 - 2513.02.C.10.a.1 Base (minimums): 4"/100 mm vinyl, porcelain tile, natural stone
 - 2513.02.C.10.b Provide metal or rubber corner guards and wall railings at columns and wall outside corners.
 - 2513.02.C.10.c Ceiling: Acoustic ceiling tile, paint on gypsum
 - 2513.02.C.10.c.1 Provide a minimum ceiling height of 8'-0"/2.4 m in housekeeping area.
- 2513.02.C.11 Finish Options - Housekeeping Office

2513.02.C.11.a Floor: Carpet (broadloom and carpet tile)

2513.02.C.11.a.1 Base (minimum): 4"/100 mm vinyl

2513.02.C.11.b Wall: Paint

2513.02.C.11.b.1 Provide metal or rubber corner guards and wall railings at columns and wall outside corners.

2513.02.C.11.c Ceiling: Acoustic ceiling tile, paint on gypsum

2513.02.C.12 Mechanical/Plumbing

2513.02.C.12.a Provide a portable, two-compartment mop wash basin and storage for heavy cleaning equipment and chemicals somewhere within the laundry/housekeeping area and in convenient proximity to the service corridor.

2513.02.C.12.b Where team members handle substances that could injure their eyes or get onto their bodies, provide a plumbed eye-wash station and/or safety shower that complies with ANSI/ISEA Z358.1-2009 (www.ansi.org) with floor drain. It must be on an unobstructed path and accessible within 10 seconds of the hazard.

2513.02.C.13 Electrical

2513.02.C.13.a Provide a telephone outlet in the housekeeper's office and a telephone outlet for a wall-mounted phone at the issue counter.

2513.02.C.13.b Provide a property management system terminal and report printer at the housekeeper's desk.

2513.02.C.13.c The housekeeping office lighting must be locally switched.

2513.02.C.13.d Refer to Section 2514.08 for minimum light level requirements.

2513.02.C.13.e Provide two power outlets (socket outlets) above issue counter.

2513.02.C.13.f Provide a minimum of two power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center in housekeeping area and office.

2513.02.C.14 Not Applicable to this Brand

2513.02.C.15 Not Applicable to this Brand

2513.02.C.16 Provide a fire-rated safety cabinet to store flammable liquids/spray cans.

2513.02.C.17 Shelving must be painted/powder coated/stainless wire shelving units. Each unit of shelving must be 4'-0"/1.2 m wide x 24"/600 mm deep x 6'-0"/1.8 m high and have four shelves, 18"/450 mm apart with the bottom shelf located off the floor. Shelving units must be furnished for the following:

2513.02.C.17.a Linen storage (not including reserve storage): Provide 6'-0"/1.8 m of shelving units for every 50 guestrooms.

2513.02.C.17.b Supply shelving: Provide 4'-0"/1.2 m of shelving per 100 guestrooms to be provided for compounds, facial tissue, toilet tissue, etc.

2513.02.C.17.c Miscellaneous shelving: Provide 8'-0"/2.4 m of shelving per 100 guestrooms to accommodate blankets, spreads, bed pads, pillows, etc.

2513.03 Engineering

2513.03.A Size Requirement

The engineering area must be a minimum of 500 ft²/46.45 m² or 2 ft²/0.185 m² per guestroom, whichever is greater.

2513.03.B Location

The engineering area must be directly adjacent to the primary mechanical equipment room and be readily accessible to the service corridor and service elevators/lifts.

2513.03.C Engineering Area Requirements

The engineering area must consist of an engineering office, locked storage, paint storage and open shop area.

2513.03.D Chief Engineer's Office

Provide a 10'-0"/3.0 m x 12'-0"/3.7 m engineer's office. Locate office so that it has an unobstructed view of the shop area through a glass vision panel.

2513.03.E Not Applicable to this Brand

2513.03.F Paint Storage Room

Paint storage room must be constructed in accordance with applicable code requirements for the storage of hazardous materials.

2513.03.G Workbench/Desk

Provide a workbench the entire length of one wall of engineering area. Workbench must have a hardwood work surface 30"/760 mm deep and 36"/900 mm above the finished floor. Provide a combination of securable cabinets and open storage shelves below workbench.

2513.03.H Door

2513.03.H.1 Entrance doors must be two 3'-0"/900 mm x 6'-8"/2.04 m minimum doors.

2513.03.H.2 Doors must have a lockset and door closer with a hold open feature.

2513.03.I Finish Options - Engineering

2513.03.I.1 Floor: Concrete - steel troweled and sealed

2513.03.I.1.a Base (minimum): 4"/100 mm vinyl

2513.03.I.2 Wall: Paint

2513.03.I.3 Ceiling: Paint on gypsum

2513.03.J Service Water Basin

A service wash basin must be must provided in the engineering area.

2513.03.K Workbench Convenience Power Outlets

Above the workbench, provide a minimum of six convenience power outlets (socket outlets) at 48"/1.2 m above the finished floor.

2513.03.L MATV Outlets

Provide three MATV outlets at 48"/1.2 m above the finished floor above the workbench and one in the engineer's office.

2513.03.M Power Tool Power Outlets

Above the workbench, provide a minimum of two power outlets (socket outlets) sized for power tools.

2513.03.N Stationary Power Tool Power Outlets

When a full workshop is provided, provide a minimum of two power outlets (socket outlets) on separate circuits sized for stationary power tools.

2513.03.O Wall Convenience Power Outlets

Provide a minimum of two convenience power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center.

2513.03.P PMS Connection

Provide a property management system connection at the engineer's desk.

2513.03.Q Entrance Telephone Outlet

Provide an outlet for a wall-mounted telephone near the entrance to the engineering area.

2513.03.R Desk Telephone Outlet

Provide a telephone outlet at the engineer's desk.

2513.03.S Light Levels

Refer to [Section 2514.08](#) for minimum light level requirements.

2513.04 Employee Facilities

2513.04.A Break Room

Dining/Break Room

2513.04.A.1 Provide a team member dining/break room with a minimum of 375 ft²/34.8 m², 1.5 ft²/140 mm² per guestroom, or 10.76 ft²/1.0 m² per team member, whichever is greater.

2513.04.A.2 Locate the dining/break room adjacent to team member lockers and on an exterior wall to provide windows if possible.

2513.04.A.3 The team member dining/break room must be conveniently accessible from the kitchen to facilitate food service.

2513.04.A.4 *Not Applicable to this Brand*

2513.04.A.5 Food must be prepared in the kitchen. The serving line must be placed along one wall of the team member dining/break room with queuing space to avoid obstructing the service corridor. The serving line must consist of tray and utensil pick-up, hot and cold food display with tray slide and beverage service counter.

2513.04.A.6 Provide a collection area for soiled dishes and garbage.

2513.04.A.7 Provide 3'-0"/900 mm minimum aisle width in seating areas.

2513.04.A.8 Entrance doors must be 3'-0"/900 mm x 6'-8"/2.04 m minimum with self-closing hardware, lockset and a glass vision panel.

2513.04.A.9 Finish Options - Dining/Break Room

2513.04.A.9.a Floor: Luxury vinyl tile

2513.04.A.9.a.1 Base (minimums): 4"/100 mm wood, porcelain tile, through body synthetic

2513.04.A.9.b Wall: Paint, regionalized feature wall graphic

2513.04.A.9.c Ceiling: Acoustic ceiling tile, paint on gypsum

2513.04.A.9.c.1 Exposed or painted structure ceilings are not allowed.

2513.04.A.10 Furnishings, Fixtures and Equipment

2513.04.A.10.a Provide counter and cabinets to house microwave, coffee maker, full-size refrigerator, a two-compartment stainless-steel wash basin and filtered water. The top surface material must comply with Section 2515.04.

2513.04.A.10.b Provide commercial/contract quality furniture built for food and beverage environments to include tables, chairs or booths. Excess guestroom, restaurant or banquet furniture is not permitted.

2513.04.A.10.c Provide a microwave, coffee maker, full-size refrigerator and full-size two-compartment stainless-steel wash basin.

2513.04.A.10.d Provide a minimum of one wall-mounted HDTV. Size and quality of television is dependent upon size of dining/break room.

2513.04.A.10.e Provide a vending area with a minimum of one snack and one soft drink machine.

2513.04.A.10.f Provide regionalized feature wall graphic, plants and table decor.

2513.04.A.11 Refer to Section 2514.08 for minimum light level requirements.

2513.04.A.12 Not Applicable to this Brand

2513.04.A.13 Provide a minimum of one outlet for a house telephone.

2513.04.A.14 Provide a wall-mounted clock at 7'-0"/2.1 m above the finished floor.

2513.04.B Locker Room / Employee Restroom

Locker Room

2513.04.B.1 Provide separate men's and women's team member locker rooms equal to 5 ft²/0.46 m² per guestroom or 10 ft²/1.0 m² per team member, whichever is greater.

2513.04.B.2 Provide a restroom in each locker facility with the number of fixtures required by local code, but no less than two showers, two lavatories and two water closets (or one water closet and one urinal).

2513.04.B.3 Team member locker rooms must be located as near as possible to the team member entrance and uniform issue counter.

2513.04.B.4 Team member locker rooms must be designed so that it is not necessary to pass through the restroom area to reach the lockers.

2513.04.B.5 Provide vestibule entrances to block sight lines into the locker rooms.

2513.04.B.6 Not Applicable to this Brand

2513.04.B.7 Provide a separate area for individual dressing, shower units and a make-up/powder area in the women's locker room.

2513.04.B.8 Water closet partitions and doors are required.

2513.04.B.9 Water closet partition doors must be a minimum of 2'-6"/760 mm wide and be self-closing.

2513.04.B.10 Entrance doors must be self-closing and have stainless steel or aluminum kick plates and push/pull-plates. Doors must be 3'-0"/900 mm x 6'-8"/2.04 m minimum.

2513.04.B.11 Finish Options - Team Member Locker Room

2513.04.B.11.a Floor: Luxury vinyl tile or porcelain tile

2513.04.B.11.a.1 Base (minimum): 4"/100 mm vinyl

2513.04.B.11.b Wall: Paint

2513.04.B.11.c Ceiling: Acoustic ceiling tile, paint

2513.04.B.11.c.1 A finished ceiling is required. Exposed or painted structure ceilings are not allowed.

2513.04.B.12 Finish Options - Team Member Restroom

2513.04.B.12.a Floor: Tile, natural stone

2513.04.B.12.a.1 Base (minimums): 4"/100 mm porcelain tile

2513.04.B.12.b Wall: Paint. Full height porcelain tile wall is required on all plumbing fixture walls.

2513.04.B.12.c Ceiling: Paint

2513.04.B.13 Mechanical/Plumbing

2513.04.B.13.a Water closets must be wall-mounted, vitreous china and flush valve-type with elongated bowls.

2513.04.B.13.b Water closet seats must be white, solid plastic and be self-sustaining.

2513.04.B.13.c Not Applicable to this Brand

2513.04.B.13.d Not Applicable to this Brand

2513.04.B.13.e Exposed plumbing must be chrome-plated.

2513.04.B.13.f An electric drinking fountain or bottle fill must be provided near the restrooms.

2513.04.B.13.g Provide a chrome-plated brass floor drain in restrooms. Slope floor to drain.

2513.04.B.14 Refer to Section 2514.08 for minimum light level requirements.

2513.04.B.15 Provide a GFCI/ELCB/RCCB or equal ground fault protected power outlets (socket outlets) at each wash basin.

2513.04.B.16 Furnishings, Fixtures and Equipment

2513.04.B.16.a Provide a mirror above each wash basin.

2513.04.B.16.b A full length mirror must be provided near the entrance of each locker room.

2513.04.B.17 Restroom accessories are required as follows:

2513.04.B.17.a Dual toilet paper holder.

2513.04.B.17.b Sanitary napkin/tampon dispensing machine in women's restroom.

2513.04.B.17.c Sanitary napkin/tampon waste receptacle in each stall in women's restroom.

2513.04.B.17.d Wall-mounted waste receptacle or waste basket.

2513.04.B.17.e Wall mounted paper towel dispenser.

2513.04.B.17.f Wall-mounted liquid soap dispenser at each wash basin.

2513.04.B.17.g A coat hook is required on the side wall or the back of each door, mounted 60"/1.5 m above the finished floor.

2513.04.B.17.h Not Applicable to this Brand

2513.04.B.17.i Hand dryer

2513.04.B.18 A janitor's closet with storage shelf and wash basin must be located adjacent to the restrooms.

2513.04.B.19 Provide one locker per full-time team member.

2513.04.B.20 As a minimum, lockers must be a twin 7 ½"/190 mm wide and 60"/1.5 m high locker with two 12"/300 mm x 15"/375 mm extra compartments on top. In colder climates, larger lockers are required. Lockers must be factory-painted baked enamel or approved alternate and be placed on a 4"/100 mm concrete pad. Each locker must have a number plate, padlock attachment or keyless lockable system with override mechanism, a visual front and a sloped top. Each locker must be ventilated with vermin proof screens.

2513.04.B.21 Provide 9"/225 mm x 4'-0"/1.2 m benches between banks of lockers and secure them to the floor.

2513.04.C Not Applicable to this Brand

2513.04.D Knowledge and Relaxation Room

2513.04.D.1 Not Applicable to this Brand

2513.04.D.2 Not Applicable to this Brand

2513.04.D.3 The room must be a separate room and conveniently accessible from the team member dining room. In places where this is not feasible, the room may be a partitioned section of the team member dining/break room.

2513.04.D.4 A finished ceiling is required. Exposed or painted structure ceilings are not allowed.

2513.04.D.5 Not Applicable to this Brand

2513.04.D.6 Furnishings, Fixtures and Equipment

2513.04.D.6.a Seating must be provided.

2513.04.D.6.b Provide a LED/LCD HDTV.

2513.04.D.6.c Minimum of three computer workstations with access to the Inter and Intranet with printer and task chairs must be provided. Four required for resort locations.

2513.04.E Not Applicable to this Brand

2513.04.F Not Applicable to this Brand

2513.04.G Not Applicable to this Brand

2513.04.H Not Applicable to this Brand

2513.04.I Employee Restrooms

Team Member Restrooms

2513.04.I.1 Refer to Section 2514.00 for Technical Criteria requirements.

2513.04.J Employee Smoking Area

When possible, provide a team member smoking area that is covered and invisible to guests view with seating, an ash urn, trash can and heater in cold climates.

2513.05 Storage

2513.05.A General Storage Requirements

Total storage within the building must be a minimum of 1,000 ft²/92.9 m² or 5 ft²/465 m² per guestroom, whichever is greater.

2513.05.B Not Applicable to this Brand

2513.05.C Secured Lost & Found Storage

Provide a secured storage area for lost and found.

2513.05.D Door

Entry door must be 3'-0"/900 mm x 6'-8"/2.04 m minimum.

2513.05.E Finish Options - Storage

2513.05.E.1 Floor: Vinyl composite tile, concrete - steel troweled and sealed

2513.05.E.1.a Base (minimum): 4"/100 mm vinyl

2513.05.E.2 Wall: Paint

2513.05.E.3 Ceiling: Paint on gypsum, acoustic ceiling tile, painted structure

2513.05.F Wall Convenience Power Outlets

Provide a minimum of two convenience power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center.

2513.05.G Light Fixture Exclusions

Incandescent light fixtures are not allowed.

2513.05.H Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2513.05.I Not Applicable to this Brand

2513.05.J Linen Storage

2513.05.J.1 A linen storage must be provided on each floor. Floors with more than 40 guestrooms may require a second remote linen storage room.

2513.05.J.2 The size of the linen storage is determined by the number of room attendants working out of it. In general, each room attendant will make up 15 - 16 guestrooms per day.

2513.05.J.3 The bulk linen storage area must be securable and located in close proximity to the laundry function.

2513.05.J.4 Provide a separate securable linen storage adjacent to the laundry for storage of new/unbroken linen.

- 2513.05.J.5 The linen storage must be separate, but adjacent to and directly accessible from the service elevator/lift lobby on each floor without passing through any guest circulation.
- 2513.05.J.6 Additional storage programmed for guestroom floors must be integral with or adjacent to the linen storage, or it must be remotely located, provided that it is reasonably accessible from the service elevators/lifts. This storage area is for rollaway beds, cribs and additional guestroom supplies.
- 2513.05.J.7 Each linen storage must contain the following elements:
 - 2513.05.J.7.a Cart storage: Provide space for one cart per room attendant, 58"/1.5 m long x 21"/550 mm wide x 44"/1.1 m high. It may be assumed that the linen storage will not be occupied when carts are stored in it.
 - 2513.05.J.7.b Linen storage: Provide one 4'-0"/1.2 m section per room attendant of 24"/600 mm deep x 72"/1.8 m high non-oxidizing metal shelving for linen storage.
 - 2513.05.J.7.c Housekeeping appliances storage: Provide one 5 ft²/5 m² of floor area per room attendant for storage of housekeeping appliances.
 - 2513.05.J.7.d Consumables storage: Provide one 4'-0"/1.2 m section of 24"/600 mm deep x 72"/1.8 m high non-oxidizing metal shelving for storage of consumables.
- 2513.05.J.8 Linen storage and guestroom service areas must not have exterior windows; if provided, they must have the same window covering treatment as adjacent spaces.
- 2513.05.J.9 Provide a 3'-6"/1.1 m x 6'-8"/2.04 m minimum door for access to linen storage from the service elevator/lift lobby.
- 2513.05.J.10 Any electrical risers or equipment located within the linen storage is required to be enclosed in a serviceable closet or have a securable panel cover.
- 2513.05.J.11 Provide an outlet for a house telephone adjacent to entrance.

2513.06 Electrical Rooms

2513.06.A Door & Hardware

Entry door must be 3'-0"/900 mm x 6'-8"/2.04 m minimum with lockset and door closer.

2513.06.B Finish Options - Electrical Rooms

2513.06.B.1 Floor: Concrete - steel troweled and sealed, porcelain tile

2513.06.B.1.a Base (minimums): 4"/100 mm vinyl, quarry tile, porcelain tile

2513.06.B.2 Wall: Paint

2513.06.B.3 Ceiling: Paint on gypsum, painted structure

2513.06.C Electrical Panel Boxes & Circuits

All electrical panel boxes and circuits must be labeled.

2513.06.D Locked Electrical Panel Boxes & Circuits

Unless prohibited by local authorities, all electrical panels and circuits accessible to the public must be kept locked. Electrical panel boxes must be located in separate panel rooms when possible.

2513.06.E Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2513.06.F Electric Shock Treatment Notices

Electric shock treatment notices must be prominently displayed on all switch boards, panel boards, industrial control panels, and motor control centers that are likely to require examination, adjustment, servicing, or maintenance while energized, to warn qualified persons of potential electric arc flash hazards. The marking must be located so as to be clearly visible to qualified persons before examination, adjustment, servicing, or maintenance of the equipment. Notice must also be displayed on the entry door.

2513.07 Mechanical Rooms

2513.07.A Door Width

Entrance doors must be two 3'-6"/1.0 m x 6'-8"/2.0 m minimum with lockset and door closer with hold open feature.

2513.07.B Finish Options - Mechanical Rooms

2513.07.B.1 Floor: Concrete - steel troweled and sealed, porcelain tile

2513.07.B.1.a Base (minimums): 4"/100 mm vinyl, quarry tile, porcelain tile

2513.07.B.2 Wall: Paint

2513.07.B.3 Ceiling: Paint on gypsum, painted structure

2513.07.C Not Applicable to this Brand

2513.07.D Not Applicable to this Brand

2513.07.E Floor Drain

2513.07.E.1 Provide at least one brass floor drain or as necessary for equipment drains and overflows, arranged to minimize potential tripping hazards.

2513.07.F Recessed Floor Slab

Recess floor slab, minimum ¾"/19 mm, for water containment.

2513.07.G Wall Convenience Power Outlets

Provide a minimum of two convenience power outlets (socket outlets) on each wall with spacing not to exceed 20'-0"/6.0 m on center.

2513.07.H Not Applicable to this Brand

2513.07.I Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2513.08 Computer/Telecom Room

2513.08.A Computer Room Equipment Requirements

Computer room must contain the main PBX, Internet, IPTV equipment and the hotel management system equipment.

2513.08.B Size Requirement

Provide a minimum 170 ft²/16 m² MDF room for hotels with less than 300 guestrooms. Hotels with more than 300 keys must increase the size to a minimum 270 ft²/25 m². Note - Building layout or use of IDF Rooms may affect the MDF size requirement for larger properties.

2513.08.C Central Location

The room must be centrally located within the hotel. It may be located remote from the front desk but must only be accessible from back-of-house areas.

2513.08.D Thoroughfare Not Allowed

The room must not serve as a thoroughfare to any other room.

2513.08.E Heat/Electromagnetic/Fire/Flood Location Risk

The room must not be located adjacent to any area where there are potential risks for physical damage from excessive heat, electromagnetic fields, fire or flood.

2513.08.F Telecom Equipment Adjacency

For maximum efficiency, the computer equipment room must be within 100'-0"/30 m of the telecom equipment.

2513.08.G Weight Support

Floor must be capable of supporting up to 670 lb/ft² / 1000 kg/m².

2513.08.H Watertight Ceiling

Floor immediately above the room must be watertight and any openings in the ceiling, walls or floor must be sealed.

2513.08.I Structural Columns/Pillars

There must be no structural columns, pillars or other protrusions within the room that prevent full access to walls for mounting of equipment.

2513.08.J Windows

Windows are not allowed.

2513.08.K Earthquake/Disaster Regulations

The room must meet local earthquake or disaster regulations.

2513.08.L Finish Options - Computer/Telecom Room

2513.08.L.1 Floor - Electrostatic discharge (ESD) material - tile, paint, carpet or VCT

2513.08.L.1.a Base (minimum): 4"/100 mm vinyl

2513.08.L.2 Wall: Paint (walls must be painted white)

2513.08.L.3 Ceiling: Painted structure. Suspended ceilings are not allowed. Computer/telecom room must have a minimum ceiling height of 8'-6"/2.6 m.

2513.08.M Workbench

A workbench must be provided. The workbench must not serve as a permanent office area but must have a clear workspace for a PC or server.

2513.08.N Mechanical / Plumbing

- 2513.08.N.1 An air conditioning / cooling system must be installed to service the computer room which complies with Section 2514.00 Environmental Control Requirements.
- 2513.08.N.2 Provide a complete computer room type air conditioning system and loaded such that all terminal units within the computer room are not suspended over IT/Telecom equipment, including any wet piping, appurtenances or condensate drainage. Preferred location of the equipment is outside the room with ducted air supply to/from the units. Air conditioning to be sized to provide adequate cooling for the design equipment density in the rack system plus 33 percent for future loads, and all other internal room loads. Equipment must be able to reject internal heat loads regardless of outdoor temperature.
- 2513.08.N.3 Provide malfunction alarms for high temperature, low temperature and low relative humidity with remote annunciation to the security office (if applicable) and engineering office.
- 2513.08.N.4 Wet systems are not allowed to pass through the room.

2513.08.O Light Switch Location

Light switch for the room must be immediately adjacent to the entry door.

2513.08.P Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2513.08.Q Power Outlets

A minimum of sixteen dedicated power outlets (socket outlets) must be provided adjacent to the property management system rack. All outlets must be grounded.

2513.08.R Dado-trunk

The area above the workbench must be fitted with a dual compartment dado-trunk (power and data) running parallel to the floor at a height somewhere between 3'-0"/1.0 m to 5'-0"/1.5 m. Outlets must be presented in pairs with no fewer than ten power and ten data.

2513.08.S Cabling

Cabling must run over equipment racks in approved cable trays. Refer to [Section 2518.00](#).

2513.08.T PMS Equipment & Computer/Telecom Location

Property Management System equipment at workstations must be within 300'-0"/90 m of the computer/telecom Room.

2513.08.U Serial Cable Interface of Systems

Interface of systems (telephone /MATV /point of sale) with serial cable must be within 100'-0"/30 m of the Property Management System equipment in the computer/telecom room. Larger distances will require fiber optics in lieu of Cat6 Cable.

2513.08.V Equipment Racks

Equipment racks must be 42U (31"/800 mm x 39"/1000 mm) with suitable cable management. Racks are allowed to be open or enclosed models. Enclosed models must be lockable. Specific cabinets with different dimensions may be required by certain vendors.

2513.08.W PBX/HSIA Systems Racks

PBX and HSIA systems must be installed in proprietary racks or on standard data racks. They are not allowed to be freestanding.

2513.08.X Maneuvering Space

Sufficient maneuvering space must be provided in front and back of the equipment racks for access.

2513.08.Y Uninterrupted Power Supply

Uninterrupted power supply (UPS) is required for the computer systems.

2513.08.Y.1 The system must provide no less than one hour autonomy for the computer systems attached.

2513.08.Y.2 Where no generator exists, the UPS must provide not less than 4 hours autonomy.

2513.08.Y.3 All UPS circuits must be protected by a rated circuit breaker and clearly labeled at both ends.

2513.08.Y.4 The UPS may be located within the Computer Room or partitioned off separately.

2513.08.Y.5 UPS batteries must be maintained at a constant temperature of 20 °C/68 °F or less.

2513.08.Y.6 The UPS must have an external bypass switch and an external audible alarm to indicate faults.

2513.08.Y.7 The UPS must provide adequate surge protection to connected systems.

2513.09 Trash Collection Area

2513.09.A Trash Chute Requirements

Trash chutes are not allowed.

2513.09.B Not Applicable to this Brand

2513.09.C Trash Compactor/Container

2513.09.C.1 Provide a minimum 20 yd³/15 m³ compactor/container subject to the local trash removing standards and capabilities.

2513.09.C.2 Locate the compactor at the end of the dock nearest to the kitchen.

2513.09.C.3 Compactor must be self-contained, key-operated with a positive pressure switch, and have a failsafe lid arrangement with wash-down capabilities.

2513.09.C.4 Not Applicable to this Brand

2513.09.C.5 The charging point of the trash compactor must be accessible directly from the receiving dock.

2513.09.C.6 Verify the horizontal and vertical clearances for the removal of the trash compactor/container with unit supplier. Minimum vertical clearance of 18'-0"/5.5 m to 20'-0"/6.0 m is required.

2513.09.C.7 Not Applicable to this Brand

2513.09.C.8 Provide a 3'-6"/1.1 m x 6'-8"/2.04 m minimum door to the compactor/container area from trash rooms.

2513.09.C.9 Provide guardrails at dock adjacent to the compactor/container.

2513.09.C.10 Finish Options - Trash Compactor/Container

2513.09.C.10.a Floor: Concrete - steel troweled and sealed or better

2513.09.C.10.b Wall: Epoxy paint - painted to resist absorption of fats, grease and oils

2513.09.C.10.c Ceiling: Epoxy painted structure

2513.09.C.11 Install the compactor on a concrete slab and pitch toward a separate sanitary drain.

2513.09.C.12 Locate a self-priming sanitary drain beneath the compactor/container. Position the drain near one end of the compactor/container area so that it is accessible when the compactor/container is in place.

2513.09.C.13 Provide power for the compactor/container as required for the specific unit selected.

2513.09.C.14 A dead-man switch must control the operation of the compactor/container.

2513.09.C.15 Provide a hose bibb for wash down.

2513.09.D Refrigerated Trash Room

2513.09.D.1 A refrigerated trash room is required at properties where temperature, location or frequency of trash pickup will cause an odor problem and/or as required by local code.

2513.09.D.2 Not Applicable to this Brand

2513.09.D.3 Provide a 3'-6"/1.0 m wide x 6'-8"/2.0 m high minimum door with automatic closer, kickplate and lockset.

2513.09.D.4 Finish Options - Refrigerated Trash Room

2513.09.D.4.a Floor: Concrete - steel troweled and sealed, porcelain tile

2513.09.D.4.a.1 Base (minimums): 4"/100 mm quarry tile, porcelain tile

2513.09.D.4.b Wall: Epoxy paint - painted to resist absorption of fats, grease and oils

2513.09.D.4.c Ceiling: Epoxy paint on gypsum, epoxy painted structure

2513.09.D.5 Wash-down capabilities must be provided with floor drainage.

2513.09.D.6 Refer to Section 2514.08 for minimum light level requirements.

2513.09.E Recyclable Storage Room

2513.09.E.1 A recyclable storage room must be provided in close proximity to the loading dock/receiving area.

2513.09.E.2 Provide a 3'-6"/1.07 m wide x 6'-8"/2.04 m high minimum door with automatic closer, kickplate and lockset.

2513.09.E.3 Finish Options - Recyclable Storage Room

2513.09.E.3.a Floor: Concrete - steel troweled and sealed or better

2513.09.E.3.a.1 Base (minimum): 4"/100 mm quarry tile

2513.09.E.3.b Wall: Epoxy paint

2513.09.E.3.c Ceiling: Epoxy paint on gypsum, epoxy painted structure

2513.09.E.4 Wash-down capability must be provided with floor drainage.

2513.09.E.5 Provide power outlets (socket outlets) as required for fixtures and equipment.

2513.09.E.6 Provide a baler, crusher, etc. as necessary to properly package recyclables for removal and dumping.

2513.09.E.7 Refer to Section 2514.08 for minimum light level requirements.

2513.09.F Can Wash

2513.09.F.1 Provide the can wash area on the same level as the receiving dock, adjacent to the compactor/container.

2513.09.F.2 The can wash area must be conveniently accessible from the kitchen.

2513.09.F.3 Partitions surrounding the can wash area must be of concrete masonry construction.

2513.09.F.4 Provide a 6"/150 mm high poured concrete curb at the entrance to the can wash area.

2513.09.F.5 Can wash areas provided within other spaces must be surrounded on three sides by concrete block partition walls or water-resistant materials.

2513.09.F.6 Provide a 3'-6"/1.1 m wide x 6'-8"/2.04 m high minimum door with automatic closer and kick plate on interior can wash rooms.

2513.09.F.7 Finish Options - Can Wash

2513.09.F.7.a Floor: Exposed concrete - steel troweled and sealed

2513.09.F.7.a.1 Base (minimum): 4"/100 mm quarry tile

2513.09.F.7.b Wall: Epoxy paint

2513.09.F.7.c Ceiling: Epoxy paint on gypsum, epoxy painted structure

2513.09.F.8 Provide hot and cold hose bibs, a hose rack and 50'-0"/15.0 m of hose.

2513.09.F.9 Provide a floor drain within the enclosed end of the area.

2513.09.F.10 Provide a minimum hot water temperature of 140 °F/60 °C.

2513.09.F.11 Provide one GFCI/ELCB/RCCB or equal vapor proof power outlet (socket outlet) at 48"/1.2 m above the finished floor.

2513.10 Receiving Area

2513.10.A Designated Receiving Area

Designated receiving area must be provided for food, laundry, housekeeping and maintenance supplies.

2513.10.B Covered Dock Bays

Receiving area must have a minimum of three covered dock bays. Two bays are to be used for service vehicles and the third for the trash compactor/container.

2513.10.C Dock Leveler

Provide a dock leveler on the two bays used for service vehicles.

2513.10.D Service Entrance

Provide a convenient and separate service entrance for receiving, garbage removal, team members, general maintenance, group luggage handling and package delivery.

- 2513.10.E Receiving Office Requirement
Provide 120 ft²/11.00 m² minimum receiving office located directly adjacent to the receiving/loading dock.
- 2513.10.F Ramp
Provide a ramp leading to the upper dock area.
- 2513.10.G Not Applicable to this Brand
- 2513.10.H Not Applicable to this Brand
- 2513.10.I Receiving Area Location
Receiving area must be located for easy access for trucks and to minimize circulation conflict with guests.
- 2513.10.J Screening
Receiving areas must be screened from guest view. Dense landscaping, earth berm, decorative fencing or other features must be used for screen.
- 2513.10.K Doors
 - 2513.10.K.1 Provide a pair of 3'-0"/920 mm wide x 6'-8"/2.04 m high doors, as a minimum, from the receiving area into the property.
 - 2513.10.K.2 Entry doors must be securable with door closers, hold open feature and kick plates.
- 2513.10.L Finish Options - Receiving Area
 - 2513.10.L.1 Floor: Concrete - steel troweled and sealed
 - 2513.10.L.1.a Base (minimum): 4"/100 mm quarry tile
 - 2513.10.L.1.c Wall: Epoxy paint
 - 2513.10.L.1.d Ceiling: Epoxy paint on gypsum, epoxy painted structure
- 2513.10.M Scales
Provide scales at receiving area.
- 2513.10.N FF&E
Provide a desk, chairs and file cabinet for receiving office.
- 2513.10.O Trench Drain
Provide a trench drain at the deep end of the receiving area to prevent liquid run-off.
- 2513.10.P Hose Bib
Provide a frost-proof hose bib adjacent to receiving area for area wash-down.
- 2513.10.Q Electrical
 - 2513.10.Q.1 Provide insect fan above receiving area entrance to building.
 - 2513.10.Q.2 Provide a waterproof, GFCI/ELCB/RCCB or equal convenience power outlet (socket outlet) at receiving area.
 - 2513.10.Q.3 Receiving area must be well illuminated. Light fixtures must be moisture-resistant and protected from breakage.

2513.10.Q.4 Refer to Section 2514.08 for minimum light level requirements.

2513.10.Q.5 Provide telephone outlet, convenience power outlets (socket outlets) and data port for receiving office.

2513.10.Q.6 Provide an intercom/doorbell system.

2513.10.Q.7 Provide a property management system connection and printer in receiving area.

2513.11 Not Applicable to this Brand

2513.12 Not Applicable to this Brand

2513.13 Security Check Point

2513.13.A Security Check Point/Dispatch Office Requirement

A security dispatch office must be provided adjacent to the receiving/loading dock and team member entrance so that both areas are continuously monitored.

2513.13.B Size Requirement

Provide a minimum of 120 ft²/11.14 m² for the security dispatch office.

2513.13.C Timekeeper Function

In some instances, this office will perform the timekeeper function, thus additional equipment and storage space may be required.

2513.13.D Vision Panels

Provide glass vision panels to allow for visibility of receiving/loading dock and team member entrance.

2513.13.E Door

The entry door must be a minimum 3'-0"/915 mm wide and 6'-8"/2.04 m high, have a glass vision panel and be self-closing and self-locking.

2513.13.F Not Applicable to this Brand

2513.13.G Finish Options - Security Check Point/Dispatch Off

Finish Options - Security Dispatch Office

2513.13.G.1 Floor: Vinyl composite tile

2513.13.G.1.a Base (minimum): 4"/100 mm vinyl

2513.13.G.2 Wall: Paint

2513.13.G.3 Ceiling: Acoustic ceiling tile, paint on gypsum

2513.13.H FF&E

Provide the following FF&E in the security office:

Furniture for at least one security officer

Keyed cabinet(s) securely mounted to the wall or floor

Storage cabinet for miscellaneous equipment

File cabinets

Emergency telephone extension and outside telephone (direct line not through the hotel PBX).

A locked storage cabinet or wire partitioned area for lost and found storage.

2513.13.I Equipment

Provide the following equipment in the security office (or in the back of house area when a security office is not provided):

Alarm indicator panels (both fire life/safety and other internal alarms)

CCTV monitors

CCTV recorder

Two-way radio base station and portable radio charging units

2513.13.J Light Levels

Refer to Section 2514.08 for minimum light level requirements.

2513.13.K Wall Convenience Power Outlets

Provide a minimum of two power outlets (socket outlets) on each wall.

2514.00 Technical Criteria

2514.01 Doors and Windows

2514.01.A Public Area Door Height & Width

All public area doors must be a minimum of 8'-0"/2.4 m in height and be a minimum of 3'-0"/915 mm in width.

2514.01.B Guestroom/Guest Bath and BOH Door Height & Width

Guestroom entry, guest bathroom and back-of-house doors (leaf) must be a minimum of 6'-8"/2.0 m in height and be a minimum of 3'-0"/900 mm in width.

2514.01.C Exterior Doors to Public Areas

When used, aluminum entrance doors must be a narrow stile design.

2514.01.D Exterior Door Weather Stripping

Exterior doors must have weather-stripping with the appropriate type of threshold.

2514.01.E Out-swinging Exterior Metal Doors

Out-swinging exterior metal doors must have closed tops.

2514.01.F Interior/Exterior Metal Door Requirements

When metal doors are used on the interior, they must be must be a minimum 18 gauge (.0478 inch/1.214 mm) cold-rolled steel with a minimum 16 gauge (.0598 inch/1.519 mm) cold-rolled steel welded frame. When metal doors are used on the exterior, they must be a minimum 16 gauge (.0598 inch/1.519 mm) 'A-60' galvanized.

2514.01.F.1 All service area hardware to be satin stainless steel or satin chrome, as determined by the Designer. Public and guestroom area finishes must be approved by Hilton.

2514.01.G Door Frame Requirements

When metal frames are used, they must be welded. Snap on trim and knock down frames are not allowed.

2514.01.H Door View Panels

Provide view panels in doors of rooms including fitness center, guest laundry, business center, vending (if applicable), swimming pool, etc. unless side lights are provided.

2514.01.I Doorstops

Provide doorstops for all doors.

2514.01.J Kick Plates

All back of house doors subject to heavy traffic must have stainless steel kick plates. Kick plates are not allowed on public or guestroom area doors.

2514.01.K Hinged Doors

Hinged doors must have lever hardware. For instances when panic hardware is required instead of lever hardware, refer to 2516.05.C.5.

2514.01.L Hinges

All doors must have a minimum of three commercial-grade hinges.

2514.01.M Doors & Door Hardware Style & Finish

All doors and hardware for doors to electrical and telephone closets, stairwells and other non-public spaces on guestroom floors must match, to the extent possible, the style and finish of the guestroom entry doors.

2514.01.N Lock Cylinders

Lock cylinders must be master-keyed for use during construction only. Construction master key must be a type that is easily made inoperative when locks are installed.

2514.01.O Electronic Locks

Electronic locksets are required in the following locations (deadbolt must be removed with the exception of the guestroom entry):

2514.01.O.1 Not Applicable to this Brand

2514.01.O.2 Each guestroom entry

2514.01.O.3 Business Center guest entrance (if unmanned)

2514.01.O.4 Fitness Center

2514.01.O.5 Indoor swimming pool entry and secondary entries (exception: entry from secure outdoor patio)

2514.01.O.6 Guest Laundry

2514.01.O.7 Meeting Rooms/Ballrooms/Boardrooms

2514.01.O.8 Not Applicable to this Brand

2514.01.O.9 Computer/Telecom Room

2514.01.O.10 Linen Room

2514.01.O.11 Not Applicable to this Brand

2514.01.O.12 Executive Lounge

2514.01.O.13 Liquor Room/Storage

2514.01.P Electronic Lock Vendors

Electronic lockets must be procured from approved vendors and have the following minimum features:

2514.01.P.1 A mechanical override (hard key) is not allowed.

2514.01.P.2 An encoded card key/FOB must be used for operation.

2514.01.P.3 An audit/interrogation feature must be provided.

2514.01.P.4 The deadbolt must be engaged by a turn piece on the inside of the guestroom.

2514.01.P.5 The deadbolt and latch bolt must both retract when the inside lever is turned.

2514.01.P.6 Corridor side lever must remain in horizontal position when not in operation, and inside guestroom lever must remain in perpendicular position when not in use.

2514.01.P.7 RFID/Radio frequency identification (contact-less) locks are required. Locks must also be Hilton BLE enabled (BLE chip installed) for integration with the Hilton 'Straight to Room' program.

2514.01.Q Electronic Card Reader Location Requirements

Electronic card readers with electronic lock interfaces must be used in the following locations, where a nighttime security-fixed post is not possible at the door:

2514.01.Q.1 Primary entry to the lobby.

2514.01.Q.2 Each secondary guest entrance to the guest corridors at lobby level.

2514.01.R Restricted Area Locking Devices

Restricted areas of the hotel must have an access-control system incorporated into door-locking devices. Approved devices are card access systems, digital keypad systems or remotely-controlled electronic door latches. Areas that must be provided access-control devices include, but are not limited to:

2514.01.R.1 Entrance to front office areas

2514.01.R.2 Back office areas that are accessible from guest corridors

2514.01.R.3 Team member entrance, if not monitored

2514.01.R.4 Not Applicable to this Brand

2514.01.R.5 Ballroom/Meeting Rooms Service Corridor

2514.01.R.6 Telephone operator's room

- 2514.01.R.7 General cashier's office
- 2514.01.R.8 Count room(s)
- 2514.01.R.9 Safety deposit box rooms
- 2514.01.R.10 Paymaster's office
- 2514.01.R.11 Security Dispatch office
- 2514.01.R.12 Exterior entrance doors
- 2514.01.R.13 Rooftops
- 2514.01.R.14 Luggage storage room(s)
- 2514.01.S Not Applicable to this Brand
- 2514.01.T Acoustic, Smoke Seals, Neoprene Silencers
 - All doors opening onto the guest corridor within the guestroom tower, including service elevator/lift lobby, linen rooms, vending and exit must have seals in accordance to 2510.01.C.3.
- 2514.01.U Rooftop Exit Locking Requirements
 - All rooftop exits must be equipped with a panic bar or other releasing device, latching hardware and an alarm that is monitored in the security dispatch office or PBX. These doors must have a sign on the inside face indicating the door is alarmed and to be used in emergency situations only, if accessible to the public.
- 2514.01.V Internal Windowsill Finishes
 - Internal windowsills must be granite, quartz, natural stone or approved composite solid surface material. Wood, drywall, plastic laminate and metal are not allowed.
- 2514.01.W Window Material Requirements
 - Windows must be standard aluminum with dual glazing and a finish compatible with other window trim. Extruded polymer (uPVC) windows are an acceptable alternative when they have galvanized steel reinforcement (minimum 0.08"/2 mm thick) and minimum 0.106"/2.7 mm thick primary frame and sash extrusions (exterior), are commercial rated, and have a 10 year warranty against fading. All window frame colors must coordinate.
- 2514.01.X Exterior Window Insulation
 - Exterior windows must be insulated. Frames must be thermally broken in areas where ASHRAE design temperature is below 32 °F/0 °C or above 82.4 °F/28 °C.
- 2514.01.Y Safety Bar Requirement
 - Glass panels, windows, glass doors, sidelights, etc. that extend to the floor in all areas must be shatterproof, be tempered glass, or be equipped with a safety bar mounted at 3'-0"/900 mm above the finished floor.
- 2514.01.Z Window Air Infiltration

Windows must comply with a maximum air infiltration rate of 0.3 ft³ per square foot per minute or 5.5m³ per sqm per hour (7.1 kg/sqm per hour) at DP of 30Pa, and with no water leakage at 6.5 psf (300Pa) differential, a U-value of 0.4 and with an allowable wind load of 105 lbs per ft²/47 kg per m²/470 Pa.

2514.01.AA Architectural Films

Architectural films must meet the following requirements:

1. Class A ASTM E84 Fire Rating
2. Have pressure-sensitive adhesive (PSA) backing and this backing must have air release channels
3. Must be minimum 8 mil thickness Must be low VOC
4. Must feature 5,000 cycle or greater Taber Abrasion resistance
5. Must be able to conform and adhere to three-dimensional surfaces
6. Must be disposable in regular trash (non-hazardous)
7. Must be removable (may require use of heat)
8. Architectural films may be recovered with replacement architectural films not more than once.

2514.01.AB Public Area Operable Windows

Public area operable windows located above the ground floor are not allowed to open more than 4"/100 mm unless required otherwise by code. Once opened, the window must remain in the open position without having to be propped open.

2514.02 Walls

2514.02.A Vinyl Wall covering

2514.02.A.1 All vinyl wall covering must meet the following requirements:

2514.02.A.1.a Class A ASTM E84-12c tunnel test (www.astm.org).

2514.02.A.1.b Not Applicable to this Brand

2514.02.A.1.c All wall covering adhesives must be strippable and must contain mildew inhibitors.

2514.02.A.1.d 20 oz. per linear yard/ 460 g per square meter, Type II or heavier must be used in corridors and public areas.

2514.02.A.1.e 20 oz. per linear yard/ 400 g per square meter, Type II or heavier must be used in guestrooms.

2514.02.A.1.f Not Applicable to this Brand

2514.02.A.1.g 54"/1.3 m

2514.02.A.1.h Fabric backing is required. Non-woven wallcoverings of paper backed vinyl can be used within niches and protected areas with Hilton approval.

2514.02.A.1.i All wall coverings must contain an antimicrobial substance in the manufacturing process to safeguard against micro-organisms such as bacteria, fungi and actinomycetes.

2514.02.A.1.j When microvented wallcovering is used it is required to meet ASTM E96-02, Method B. Minimum 21 ounce rated at 10 perms and approximately 25,000 holes per square foot is required. A sample is required for review and approval from Hilton prior to ordering.

2514.02.A.2 Hotel must not install wall vinyl over existing wall vinyl in any areas of the hotel. Old wall vinyl must be completely removed before new wall vinyl is installed.

2514.02.B Acrylic Knock-Down

2514.02.B.1 Acrylic knock-down is permitted in guestrooms. Prior approval is required.

2514.02.B.2 In areas with high humidity levels, 100 percent acrylic knock-down may be considered. Prior approval is required.

2514.02.B.3 Proposed products must have the following information forwarded to Hilton for approval:

2514.02.B.3.a Two samples (8"/200 mm x 8"/200 mm minimum) showing the specific color and texture of the knock-down finish must be submitted. If the product is approved, one sample must be retained and one must be returned and must be kept on file at the jobsite for reference.

2514.02.B.3.b All submitted products must meet the following minimum performance characteristics and supportive documentation must be provided to verify conformance.

2514.02.B.3.b.1 Perm rating of greater than 16 for the system, including basecoat, primers, texture coats, etc.

2514.02.B.3.b.2 Scrub resistance of a minimum of 2500 scrubs before failure ASTM D2486-06 (www.astm.org).

2514.02.B.3.b.3 Minimum dry film thickness of 10 mils or greater.

2514.02.B.3.b.4 VOC levels of 1.0 lbs. per gallon/120 grams per liter or less ASTM-D3960-05 (www.astm.org).

2514.02.B.3.b.5 Minimum of a five year product performance warranty and a five year warranty against mold and mildew growth. (The product must have been in commercial use for a time period that meets or exceeds the factory-stated warranty period.)

2514.02.B.3.b.6 A product listing a "sealer" as part of the system is not permitted.

2514.02.B.3.c All submittals must be accompanied by Independent Laboratory Test Results to support manufacturer claims. Submitted Independent Lab Test Results must be on the testing lab letterhead. Test results on the manufacturer's letterhead will not be accepted.

2514.02.B.3.d Substitutions must all be submitted for review with sufficient time allowed for evaluation.

2514.02.B.3.e No product is to be considered approved until Hilton provides written approval during plan submittals and the installation approval until installed and reviewed and approved on site.

2514.02.B.4 Wall finish using drywall mud or non-acrylic finishes with paint is not permitted in all instances.

2514.02.C Tile

2514.02.C.1 Tile must be decorative porcelain tile, minimum 3/8"/10.0 mm thick, with a rectified edge.

2514.02.C.2 Not Applicable to this Brand

2514.02.C.3 Tile must not be installed over old tile in any areas of the property. Old tile must be completely removed before new tile is installed.

2514.02.C.4 Glazed ceramic tile is only allowed in the Food Prep/Kitchen.

2514.02.D Stone

2514.02.D.1 All stone must be sealed.

2514.02.E Paint

2514.02.E.1 All paints must be low VOC (less than 50 VOC grams per liter) and low odor.

2514.02.E.2 Paint in high humidity areas must be satin or semi-gloss finish with a mildew-resistant formulation.

2514.02.E.3 Paint used in high contact areas must be satin or eggshell finish that is durable, washable and stain resistant.

2514.02.E.4 Not Applicable to this Brand

2514.02.E.5 Paint must be equal to Scuffmaster's (www.scuffmaster.com) Scrubtough system, which is a water-base polyurethane acrylic coating for interior walls fortified with cross linked polyurethane plastic and Microban antimicrobial protection with a scrub resistance (ASTM D2486) of 2,800 cycles.

2514.02.F Not Applicable to this Brand

2514.02.G Chair Rails/Corner Guards

Corner Guards

2514.02.G.1 Not Applicable to this Brand

2514.02.G.2 Not Applicable to this Brand

2514.02.G.3 Provide full height corner guards at outside corners in all high traffic public and guestroom areas. Corner guards must be a resilient vinyl to coordinate with the wall color and must be adhesive mount. The flanges must be a maximum width of 1"/25 mm.

2514.03 Floors

2514.03.A Slip Resistance Requirements

2514.03.A.1 Tile must have a static coefficient of friction SCOF (ASTM-C1028-07e1; www.astm.org) of 0.6 wet or better or Dynamic Coefficient of Friction DCOF (ASTM-A137.1) of .42 or better and a breaking strength (ASTM-C648-04, 2009; www.astm.org) of not less than 250 lbs or ISO equivalent.

2514.03.A.2 Kitchen floor tile must pass the Robert's wheel abrasion test or ISO equivalent for hotels/projects outside the US, and have a slip-resistance coefficient of at least 0.6 when wet, or regional statutory standard.

2514.03.B Tile

Tile*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.B.1 Tile must be decorative non-slip or unpolished porcelain or natural stone tile, minimum 5/16"/8 mm thick with a rectified edge.

2514.03.B.2 Public area floor tile must be 18"/450 mm wide minimum. Rectangular-shaped or plank-shaped tiles are permitted. Small tile mosaics are permitted for accents when the design is approved by Hilton.

2514.03.B.3 Stone or porcelain floor tile must be a minimum size of 16" x 16"/400 mm x 400 mm or 12" x 18"/300 mm x 450 mm. Rectangular shaped tiles are permitted.

2514.03.B.4 Guestroom tile must be 16" x 16"/400 mm x 400 mm or 12" x 18"/300 mm x 450 mm minimum. Rectangular shaped tiles are permitted.

2514.03.B.5 Not Applicable to this Brand

2514.03.B.6 Not Applicable to this Brand

2514.03.B.7 Not Applicable to this Brand

2514.03.B.8 Not Applicable to this Brand

2514.03.B.9 Tile must not be installed over old floor tile in any areas of the hotel. Old tile must be completely removed before new tile is installed. Thin tile (1/8" thick) may be installed over existing tile in vertical wall applications only where critical room dimensions will not be impacted.

2514.03.B.10 Glazed ceramic tile is not allowed.

2514.03.B.11 Wall base must have a factory finish edge or approved alternate.

2514.03.B.12 Porcelain tile must be through body/color body material or a glazed porcelain that meets Mohs scratch hardness minimum rating of 7.0.

2514.03.B.13 Must pass ASTM C373 for water absorption, frost and chemical resistant.

2514.03.B.14 Must pass ASTM CTI 81-7D for stain resistance.

2514.03.C Wood Flooring

Wood Flooring*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.C.1 Acrylic Impregnated Engineered Wood Flooring

2514.03.C.1.a Must be at least five-ply construction.

2514.03.C.1.b Plank width must be no less than 3"/75 mm.

2514.03.C.1.c A minimum five year commercial warranty is required.

2514.03.C.2 Hardwood Flooring

2514.03.C.2.a Hardwood flooring must be solid wood or engineered planks with a top ply of hardwood that can be refinished.

2514.03.C.2.b All visible surfaces must be free from splits, insect attacks, sapwood, shakes, irregular edges, large or unsound knots, spongy or brittle heart, stains and any other defects.

2514.03.C.2.c A minimum five year commercial warranty is required.

2514.03.C.2.d Pre-finished planks are allowed.

2514.03.C.2.e Minimum thickness of solid timber finish in guestrooms is 1/2"/12 mm.

2514.03.C.2.f Minimum thickness of solid timber finish in public areas is 3/4"/19 mm.

- 2514.03.C.2.g Multi-plank format or composite planks, e.g., printed surfaces or veneered finishes onto softwood or MDF backing structure, are not allowed.
- 2514.03.C.2.h Cork or approved metal expansion gaps/strips must be provided at maximum 16'-0" o.c./5 m centers to all timber floors in both directions.
- 2514.03.C.2.i Finished floor must be perfectly level, smooth and free of any visible defects, ripples, splits or gaps on completion.
- 2514.03.C.2.j Provide a sub-base in compliance with the flooring system, manufacturers, or specialty consultant's recommendations. Wood must be laid on approved substrate.
- 2514.03.C.2.k Supporting slab must be sufficiently dry to accept the timber finish with a relative humidity of less than 75 percent when tested with a hygrometer.

2514.03.D Natural stone

Natural stone*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.D.1 Natural stone must have a static coefficient of friction SCOF (ASTM-C1028-07e1; www.astm.org) of 0.6 wet or better or Dynamic Coefficient of Friction DCOF (ASTM-A137.1) of .42 or better.

2514.03.D.2 Any natural porous materials must be sealed after installation with a penetrating non-glossy sealer.

2514.03.D.3 Natural stone must be rectilinear, gauged with a micro-bevel.

2514.03.E Grout

2514.03.E.1 Natural stone grout must be non-shrink-type epoxy or latex portland cement to minimize staining and the minimum grout joint should comply with ISO or ANSI guidelines. 3/16" /5 mm is the maximum width allowed.

2514.03.E.2 Cementitious grout must be sealed after installation.

2514.03.F Concrete

Concrete*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.F.1 Concrete must be helicoptered, polished and sealed.

2514.03.F.2 Concrete strength must be a minimum of 4,000 PSI/27,850 kPa.

2514.03.F.3 Seal as recommended by manufacturer and sealer must be applied in three coats.

2514.03.F.4 Substrate must be dust free, free of cracks, level and sound concrete subfloor.

2514.03.F.5 Verify with manufacturer the appropriateness of substrate.

2514.03.F.6 Coefficient of friction must comply with all state and local codes for both wet and dry application.

2514.03.G Vinyl Flooring

Vinyl Flooring*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

All vinyl flooring must be DOP/DEHP free.

2514.03.G.1

Vinyl Sheet Flooring*

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.G.1.a Must be a commercial grade, slip resilient, sheet vinyl safety flooring with minimum 10 year warranty.

2514.03.G.1.b Thickness: 1/16"/2.0 mm minimum

2514.03.G.2 Luxury Vinyl Tile Flooring

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.G.2.a Must be a commercial grade, embossed vinyl tile flooring system. When installed in areas above guestrooms a noise-reducing impact insulation underlayment system will be required. Not allowed in wet areas. LVT products must come with minimum 10 year Commercial Wear Warranty, design selections must be approved by Hilton Global Design Services and meet the following minimum criteria :

1. Slip Resistance: ASTM D 2047 (>.65 wet/dry)
2. Flexibility: ASTM F 137
3. Resistance to Heat: ASTM 1514
4. Resistance to Light: ASTM F 1515
5. Resistance to Chemical: ASTM F925
6. Radiant Flux: ASTM E648 (> 0.45 watts/cm2, NFPA Class 1)
7. Smoke Density: ASTM E662 (<450)
8. Standard Classification: ASTM F 1700, Class 3
9. Impact Insulation Class (IIC): ASTM E-492-04. Minimum rating of 51, achieved by combination of LVT and underlayment as field tested.
10. Sound Transmission Class (STC): ASTM 90-04. Minimum rating of 50, achieved by combination of LVT and underlayment.
11. Thickness: 4.5 mm minimum
12. Wear layer: 0.5 mm (20 mil) minimum

2514.03.G.2.b Underlayment (LVT) System (areas above Guestrooms) with specification of 72IIC and 66STC

1. Must be a commercial grade, noise-reducing impact insulation underlayment system with minimum 10 year Commercial Warranty and meet the following criteria or as required by the local municipality:
 - a. Thickness: 1.4 mm minimum
 - b. Radiant Flux: ASTM E648 (> 0.45 watts/cm2, NFPA Class 1)
 - c. Smoke Density: ASTM E662 (<450)

2514.03.H Carpet

2514.03.H.1 Carpet must meet the following criteria:

2514.03.H.1.a Fire level required: Bfl s1 to Cfl s1 level dependent upon carpet type.

2514.03.H.1.b Not Applicable to this Brand

2514.03.H.1.c Light fastness: ISO 105-B02, Minimum 5 is required.

2514.03.H.1.d Color fastness to water: ISO 105-E01, Minimum 4 is required.

2514.03.H.1.e Color fastness to rubbing: BS EN ISO 105-X31

2514.03.H.1.f Wear resistance: BS EN 1963 or ISO 4938

2514.03.H.1.g Appearance retention: BS 6659 results required or higher: 8 row Grade 3 9 row Grade 3 10 row Grade 3 - 3.5

2514.03.H.1.h Tuft anchorage: ISO 4919 9-10, newtons required or higher.

2514.03.H.1.i Flammability

2514.03.H.1.i.1 Methenamine Pill Test: BS 6307 or ISO 6925/CPSC FF-1-76

2514.03.H.1.i.2 Radiant Panel Test: EN 9245

2514.03.H.1.j Not Applicable to this Brand

2514.03.H.1.k Not Applicable to this Brand

2514.03.H.1.l Not Applicable to this Brand

2514.03.H.1.m Static electricity/Stroll test: ISO 6356, 2.5kV or less at 35 percent RH is required.

2514.03.H.1.n All carpet must pass TARR (Texture Appearance Retention Rating) of 2.5 – 3.0 or higher (Hexapod Test).

2514.03.H.1.o All nylon carpet must be stain treated with foam and heat set method.

2514.03.H.1.p International test certificates are required.

2514.03.H.2 Carpet must comply with the following minimum specifications:

2514.03.H.2.a

BROADLOOM CUT PILE: Guestrooms and Public Areas *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.a.1 Construction: Tufted

2514.03.H.2.a.2 Machine Gauge: 1/10 Guestrooms and Public Areas

2514.03.H.2.a.3 Stitches per Inch: 10 – Guestrooms; 11.3 to 12 – Public Areas

2514.03.H.2.a.4 Finished Pile Height: .218" (7/32") or greater for 32 oz. and .250" (1/4") or greater for 36 oz.

2514.03.H.2.a.5 Face Yarn: 100 percent Solution Dyed Type 6 Nylon Branded or equivalent

2514.03.H.2.a.6 Not Applicable to this Brand

2514.03.H.2.a.7 Primary Backing: Woven polypropylene

2514.03.H.2.a.8 Secondary Backing: Woven polypropylene or attached cushion.

2514.03.H.2.a.9 Face Weight: 36 oz./yd.² for Public Areas; 32 oz./yd.² for Guestrooms

2514.03.H.2.b Not Applicable to this Brand

2514.03.H.2.c

BROADLOOM CUT AND LOOP/TIP-SHEAR LOOP: Guestrooms and Public Areas *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.c.1 Construction: Tufted

2514.03.H.2.c.2 Machine Gauge: 1/10

2514.03.H.2.c.3 Stitches per Inch: 10 - Guestrooms, 12 - Public Areas

2514.03.H.2.c.4 Finished Pile Height: High 7/32; Low 3/16

2514.03.H.2.c.5 Face Yarn: 100 percent Solution Dyed Type 6 Nylon Branded or equivalent Yarns +/- five percent variance on face weight allowed

2514.03.H.2.c.6 Primary Backing: Woven polypropylene

2514.03.H.2.c.7 Secondary Backing: Woven polypropylene/Attached cushion in public areas only.

2514.03.H.2.c.8 Face Weight: 36 oz./yd.² for Public Areas, 32 oz./yd.² for Guestrooms

2514.03.H.2.d Not Applicable to this Brand

2514.03.H.2.e

MULTI LEVEL LOOP TIP: Guestrooms *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.e.1 Construction: Loop

2514.03.H.2.e.2 Machine Gauge: 1/8 / 31.5/10cm

2514.03.H.2.e.3 Stitches per Inch: 11

2514.03.H.2.e.4 Tufted Pile Height: max 3/16, min 1/8

2514.03.H.2.e.5 Face Yarn: 100 percent Solution Dyed Type 6 Nylon Branded or equivalent Yarns

2514.03.H.2.e.6 Primary Backing: Woven polypropylene

2514.03.H.2.e.7 Secondary Backing: Woven polypropylene or attached cushion.

2514.03.H.2.e.8 Face Weight: 32 oz./yd.²

2514.03.H.2.e.9 Not Applicable to this Brand

2514.03.H.2.e.10 Not approved for use in heavy traffic areas, guestrooms only

2514.03.H.2.f Not Applicable to this Brand

2514.03.H.2.g

BROADLOOM CYP (computer yarn placement): Public Areas *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.g.1 Construction: Tufted

2514.03.H.2.g.2 Machine Gauge: 1/11

2514.03.H.2.g.3 Stitches per Inch: 11 - Public Areas

2514.03.H.2.g.4 Finished Pile Height: 7/32

2514.03.H.2.g.5 Face Yarn: 100 percent Solution Dyed Type 6 Nylon Branded or equivalent Yarns

2514.03.H.2.g.6 Primary Backing: Woven polypropylene

2514.03.H.2.g.7 Secondary Backing: Woven polypropylene or attached cushion.

2514.03.H.2.g.8 Face Weight: 42 oz./yd.²

2514.03.H.2.h

CARPET TILE – Exhibit Areas Only *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.h.1 Use of carpet tile must be pre-approved by Hilton.

2514.03.H.2.h.2 Not Applicable to this Brand

2514.03.H.2.h.3 Machine Gauge: 1/10" minimum, 5/64" minimum

2514.03.H.2.h.4 Stitches per Inch: 7 minimum

2514.03.H.2.h.5 Finished Pile Height: 0.123 minimum

2514.03.H.2.h.6 Not Applicable to this Brand

2514.03.H.2.h.7 Face yarn: 100% solution-dyed nylon or equivalent

2514.03.H.2.h.8 Primary Backing: Non-woven

2514.03.H.2.h.9 Secondary Backing: Option 1: Polyurethane Cushion. Option 2: Fiberglass reinforced thermoplastic composite with polyethylene underlayment cushion, 5.3 lbs./2.4 kg density, 2 mm thickness. Installation method is glueless.

2514.03.H.2.h.10 Tufted Yarn Weight: 14 oz./yd.² to 40 oz./yd.²

2514.03.H.2.h.11 Not Applicable to this Brand

2514.03.H.2.h.12 Pile Density: 4,919 oz. per cubic yard minimum (face weight x 36 divided by thickness)

2514.03.H.2.i Not Applicable to this Brand

2514.03.H.2.j

AXMINSTER – Guestrooms *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.j.1 Fiber: wool/nylon blend (80/20) or 100 percent nylon (Type 6.6 or 100 percent Solution Dyed BCF Nylon 6). Wool must be woolen spun yarn. Semi-worsted is not permitted. 70 percent British specialty wool blended preferred.

2514.03.H.2.j.2 Yarn Count: 2/47's or 3/42 (2/52 for nylon construction)

2514.03.H.2.j.3 Tuft Density: 56 per square inch (49 for nylon)

2514.03.H.2.j.4 Dye Method: Premetalized dyes required

2514.03.H.2.j.5 Pitch: 7

2514.03.H.2.j.6 Finished Pile Height: .250 to .281

2514.03.H.2.j.7 Rows per Inch: 8 (80/20), 7 (nylon construction), adjust to meet industry standards with 3/42 yarn count

2514.03.H.2.j.8 Total pile weight: 32 – 35 oz./yd.² (80/20), 25 – 28 oz./yd.² (nylon)

2514.03.H.2.j.9 Total weight: 60 – 65 oz./yd.² (80/20), 55 – 58 oz./yd.² (nylon), 50 oz./yd.² (3/42 yarn count)

2514.03.H.2.j.10 Backing: synthetic, jute (jute backing allowable only in stretch guestroom applications)

2514.03.H.2.k

AXMINSTER – Corridors *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.k.1 Fiber: wool/nylon blend (80/20) or 100 percent nylon (Type 6.6 or 100 percent Solution Dyed BCF Nylon 6). Wool must be woolen spun yarn. Semi-worsted is not permitted. 70 percent British specialty wool blended preferred.

2514.03.H.2.k.2 Yarn Count: 2/47's or 3/42 (2/52 for nylon construction)

2514.03.H.2.k.3 Tuft Density: 56 per square inch

2514.03.H.2.k.4 Dye method: pre-metalized dyes required

2514.03.H.2.k.5 Pitch: 7

2514.03.H.2.k.6 Finished Pile Height: .250 to .281

2514.03.H.2.k.7 Rows per Inch: 8, 80/20 and nylon (9 preferred for heavy traffic corridors, see specification information for meeting room and pre-function areas for technical specifications), adjust to meet industry standards with 3/42 yarn count

2514.03.H.2.k.8 Total pile weight: 32-35 oz./yd.² (80/20), 29-32 oz./yd.² (nylon)

2514.03.H.2.k.9 Total weight: 60 – 63 oz./yd.² (80/20), 57 - 60 oz./yd.² (nylon), 50 oz./yd.² (3/42 yarn count)

2514.03.H.2.k.10 Backing: synthetic

2514.03.H.2.l

AXMINSTER – Meeting Rooms, Pre-function Areas and Restaurants *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.l.1 Fiber: wool/nylon blend (80/20) or 100 percent nylon (Type 6.6 or 100 percent Solution Dyed BCF Nylon 6). Wool must be woolen spun yarn. Semi-worsted is not permitted. 70 percent British specialty wool blended preferred.

2514.03.H.2.l.2 Yarn Count: 2/47's or 3/42 (2/52 for nylon construction)

2514.03.H.2.l.3 Tuft Density: 63 per square inch

2514.03.H.2.l.4 Dye method: pre-metalized dyes required

2514.03.H.2.l.5 Pitch: 7

2514.03.H.2.l.6 Pile height: .250 to .281

2514.03.H.2.l.7 Rows per Inch: 9, adjust to meet industry standards with 3/42 yarn count

2514.03.H.2.l.8 Total pile weight: 36 - 40 oz./yd.² (80/20), 32 - 35 oz./yd.² (nylon)

2514.03.H.2.l.9 Total weight: 63 - 66 oz./yd.² (80/20), 59 - 62 oz./yd.² (nylon), 50 oz./yd.² (3/42 yarn count)

2514.03.H.2.m

AXMINSTER – Lobbies and Ballrooms *

* Allowed only where noted under 'Finish Options' of a particular area of the hotel under sections 2502.00-2513.00.

2514.03.H.2.m.1 Fiber: wool/nylon blend (80/20) or 100 percent nylon in pre-approved applications (Type 6.6 or 100 percent Solution Dyed BCF Nylon 6). Wool must be woolen spun yarn. Semi-worsted is not permitted. 70 percent British specialty wool blended preferred.

2514.03.H.2.m.2 Yarn Count: 2/47's or 3/42 (2/52 for nylon construction)

2514.03.H.2.m.3 Tuft Density: 70 per square inch

2514.03.H.2.m.4 Dye method: pre-metalized dyes required

2514.03.H.2.m.5 Pitch: 7

2514.03.H.2.m.6 Finished pile height: .250 to .281

2514.03.H.2.m.7 Rows per Inch: 10, adjust to meet industry standards with 3/42 yarn count

2514.03.H.2.m.8 Total Pile Weight: 40 - 44 oz./yd.² (80/20), 36 - 40 oz./yd.² (nylon)

2514.03.H.2.m.9 Total weight: 68 - 72 oz./yd.² (80/20), 64 - 68 oz./yd.² (nylon), 50 oz./yd.² (3/42 yarn count)

2514.03.H.2.m.10 Backing: synthetic

2514.03.H.3 Tufted Broadloom Carpet

2514.03.H.3.a Not Applicable to this Brand

2514.03.H.3.b All nylon carpet must be stain treated with foam/spray and heat set method.

2514.03.H.3.c Not Applicable to this Brand

2514.03.H.3.d All carpet must be warranted for wear at 10 percent fiber loss over 10 years.

2514.03.H.3.e Tufted carpet must have a primary and secondary backing (synthetic/polypropylene).

2514.03.H.4 Not Applicable to this Brand

2514.03.H.5 Carpet Pad (Underlay)

2514.03.H.5.a

Guestrooms and Suites:

Synthetic fiber pad must be minimum 32 oz. weight, 8.0 lb./ft³ density and 5/16" / 7.9 mm thickness. 100 percent SBR rubber cushion must be a textured flat construction with minimum 64 oz. weight and 21 lb./ft³ density. Froth polyurethane cushion must be minimum 1/4" / 6 mm thickness and 10 lb./ft³ density.

Public Areas:

100 percent SBR rubber must be a flat construction with minimum 1/4" / 6 mm thickness and 22 lb./ft³ density. Froth polyurethane cushion must be minimum 1/5" / 5 mm thickness and 12 lb./ft³ density.

2514.03.H.5.b Attached cushion must be frothed polyurethane with minimum 3/32" / 2.38 mm thickness and 18 lbs./ft³ density. All attached cushion must be factory applied. When installing goods with attached cushion, a premium multi purpose adhesive must be used. A premium seam sealer must be used on all seams. A premium edge sealer must be used on all edges that abut a hard surface.

2514.03.H.5.c All carpet pad must be Class II for guestrooms and suites and Class III for public areas, with a manufacturer's level of contract/commercial grade.

2514.03.H.5.d Carpet padding must be replaced at the same time as the carpet.

2514.03.H.6 Broadloom Installation

2514.03.H.6.a All carpet installed over padding must be power stretched except in double glue-down installations.

2514.03.H.6.b Direct glue down installation is allowed in office areas only. Jute backing is not allowed.

2514.03.H.6.c Not Applicable to this Brand

2514.03.H.6.d Maximum of one seam allowed in each guestroom.

2514.03.H.6.e Not Applicable to this Brand

- 2514.03.H.6.f Meeting space, public space and corridor carpet must be glued down as high traffic and equipment may adversely affect normal wear. Must be installed according to manufacturer's instructions.
- 2514.03.H.7 Carpet Tile Installation
 - 2514.03.H.7.a Comply with manufacturer's instructions and recommendations. Use manufacturer's recommended adhesives.
- 2514.03.H.8 Printed carpet is not allowed.
- 2514.03.H.9 Hand Tufted Rug Specifications
 - 2514.03.H.9.a
 - 4.5 Pound Hand Tufted Rug Specifications - Guestrooms and Suites
 - Quality: 4.5 pound
 - Yarn Content: 100 percent NZ wool
 - Yarn Count: 380 Tex, 1/80s Dewsbury
 - Yarn Twist/10 cm: 130 twists
 - Ply Twist/10 cm: 11.4 twists
 - Total Weight: 3,920 gm/m²
 - Gross Yarn Weight: 2,440 gm/m²
 - Pile Height: 9-10 mm
 - No of rows/10 cm: 19-20
 - No of stitches/10 cm: 21
 - No of ends/insertion: 4
 - Primary backing : Basket Weave
 - 60 percent cotton, 40 percent polyester

26 x 26 per inch

Width: 620 cm

Weight: 326 gm/m²

Secondary backing: Leno Weave

Warp - 100 percent cotton

Weft - 90 percent cotton, 10 percent polyester

12 x 6 per inch

Width: 300 cm

Weight: 61 gm/m²

Latex: Natural rubber latex based compound

A non-skid pad or backing is required.

Mothproofing: Mystox CMP

2514.03.H.9.b 5.5 Pound Hand Tufted Rug Specifications - Guest Corridors

Quality: 5.5 pound

Yarn Content: 100 percent NZ wool

Yarn Count: 380 Tex, 1/80s Dewsbury

Yarn Twist/10 cm: 130 twists

Ply Twist/10 cm: 11.4 twists

Total Weight: 4,460 gm/m²

Gross Yarn Weight: 2,980 gm/m²

Pile Height: 11-12 mm

No of rows/10 cm: 20-21

No of stitches/10 cm: 23

No of ends/insertion: 4
Primary backing : Basket Weave
60 percent cotton, 40 percent polyester
26 x 26 per inch
Width: 620 cm
Weight: 326 gm/m²
Secondary backing: Leno Weave
Warp - 100 percent cotton
Weft - 90 percent cotton, 10 percent polyester
12 x 6 per inch
Width: 300 cm
Weight: 61 gm/m²
Latex: Natural rubber latex based compound
A non-skid pad or backing is required.
Mothproofing: Mystox CMP

2514.03.H.9.c 6.5 Pound Hand Tufted Rug Specifications - Public Areas (Lobby, Meeting Facilities, F&B Outlets)

Quality: 6.5 pound
Yarn Content: 100 percent NZ wool
Yarn Count: 380 Tex, 1/80s Dewsbury
Yarn Twist/10 cm: 130 twists
Ply Twist/10 cm: 11.4 twists
Total Weight: 5,000 gm/m²
Gross Yarn Weight: 3,525 gm/m²
Pile Height: 13-14 mm
No of rows/10 cm: 18-19
No of stitches/10cm: 26-27
No of ends/insertion: 4
Primary backing : Basket Weave
60 percent cotton, 40 percent polyester
26 x 26 per inch
Width: 620 cm
Weight: 326 gm/m²
Secondary backing: Leno Weave
Warp - 100 percent cotton
Weft - 90 percent cotton, 10 percent polyester

12 x 6 per inch

Width: 300 cm

Weight: 61 gm/m²

Latex: Natural rubber latex based compound

A non-skid pad or backing is required.

Mothproofing: Mystox CMP

2514.04 Ceilings

2514.04.A Height

In no case may any ceiling be less than 7'-6"/2.3 m. Local codes may require higher ceilings than noted.

2514.04.B Paint

2514.04.B.1 Painted ceilings in public areas must have a smooth or light sand finish.

2514.04.B.2 Guestroom ceilings must have a smooth painted finish.

2514.04.B.3 Guestroom bathroom ceilings must have a latex enamel, semi-gloss paint.

2514.04.B.4 Not Applicable to this Brand

2514.04.B.5 All paints must be low VOC (less than 50 VOC grams per liter) and low odor.

2514.04.B.6 Paint in high humidity areas such as guestroom bathrooms must be washable and have a mildew resistant finish.

2514.04.C Acoustic Ceiling Tile (ACT)

2514.04.C.1 Tile in public areas must be 2'-0"/600 mm x 2'-0"/600 mm premium tegular (reveal) edge tiles. Alternate sizes must be approved by Hilton.

2514.04.C.2 12"/300 mm x 12"/300 mm and 24"/600 mm x 48"/1.2 m tiles are not allowed in any public spaces.

2514.04.C.3 Maximum of 30 percent of the ceiling area is permitted to be ACT in public areas.

2514.04.C.4 Concealed spine acoustical tile ceilings are not allowed in public areas.

2514.04.C.5 Not Applicable to this Brand

2514.04.C.6 Not Applicable to this Brand

2514.04.C.7 All exposed ceiling grid systems must be narrow spline, 9/16"/15 mm maximum width, and must match the color of the ceiling tile.

2514.04.C.8 Grid systems in indoor pools must include a painted aluminum grid and vinyl coated, moisture-resistant tiles. All hanger wires must be stainless steel.

2514.04.C.9 Mineral fiber tiles are not allowed in humid environments.

2514.04.C.10 Acoustic ceiling tile is not allowed in guestroom corridors.

2514.04.C.11 Acoustic ceiling tile is not allowed in guestrooms.

2514.04.C.12 Kitchen ceilings must be 2'-0"/600 mm x 4'-0"/1.2 m washable plastic or fiberglass tile ceiling with aluminum suspension system.

2514.04.D Acoustical Panels

2514.04.D.1 Acoustical panels in ballrooms must be a minimum 48" x 96"/1.2 m x 2.4 m with tight butt joints.

2514.04.D.2 Maximum of 50 percent of the ceiling area is permitted to be acoustical panels in ballrooms.

2514.04.D.3 Acoustical panels in restaurants and front desk area must be a minimum 48" x 48"/1.2 m x 1.2 m with spineless, tight grid.

2514.04.D.4 Maximum of 30 percent of the ceiling area is permitted to be acoustical panels in restaurants and front desk areas.

2514.05 Acoustical Performance

2514.05.A

The following minimum criteria must be used for the acoustical performance of the building design. Acoustic performance must be measured using ISO 140, ISO 717 and ISO 3382, <http://www.iso.org>. An acoustical consultant is recommended.

Acoustical Performance Minimum Criteria	
STC = Sound Transmission Coefficient / IIC = Impact Insulation Class	
Function / Meeting Rooms	
Function or meeting rooms	54 ST C
Meeting room – operable partitions	52 ST C
Meeting room – baffles above ceiling / partitions	54 ST C
Boardroom	54 ST C
Service room adjacent to meeting room	52 ST C
Guestroom	
Guestroom to exterior	50 ST C
Guestroom to Guestroom	50 ST C
Guestroom to swimming pool or fitness center	60 ST C
Guestroom from public space	50 ST C
Guestroom to back of house	60 ST C
Guestroom floor / ceiling	50 ST C
Guestroom to elevator lobby	60 ST C

Back of House	
Corridor to mechanical, laundry, service rooms	50 ST C
Floor Impact	
Guestroom to Guestroom	55 IIC
Guestroom sleeping area to mechanical room	55 IIC

- 2514.05.B

Acoustical Treatment/Isolation

Acoustical treatment/isolation must be provided in ceiling assemblies of the restaurant and bar in properties where guestrooms or function space are located directly above.
- 2514.05.C

Acoustically Treated Ceiling Assemblies

Ceiling assemblies must be acoustically treated to limit sound transference where the pool is located directly below guest suites.
- 2514.05.D

Pool Equipment Noise & Aesthetics

Locate pool equipment to minimize noise to adjacent guest areas.
- 2514.06

Mechanical

2514.06.A

HVAC System Types

2514.06.A.1

HVAC System requires mechanically controlling indoor air quality (temperature, humidity, purity and circulation) to obtain comfort levels in the desired areas of building in a cost effective manner. Refer to the Environmental Conditions Matrix below:

Location	Internal Conditions ¹				Pressure Relationships ²		Ventilation Air Q uantity ³		Acoustica I Rating
	Summer		Winter		Type	Differentia I	Fresh Air Su pply	Exhaus t Rate	
	Tdb F(C)	R H% Max	Tdb F(C)	R H% Min	Pos/Neg/Neu t	Inches w.g. (Pa)	CF/M- SF (L/ S-SM)	CF/M-S F (L/S- SM)	NR
Vestibule	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.30 (1.4)	--	40
Atrium	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.30 (1.4)	--	40
Lobby	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.30 (1.4)	--	40

Location	Internal Conditions ¹				Pressure Relationships ²		Ventilation Air Quantity ³		Acoustical Rating
	Summer		Winter		Type	Differential	Fresh Air Supply	Exhaust Rate	
	Tdb F(C)	R H% Max	Tdb F(C)	R H% Min	Pos/Neg/Neut	Inches w.g. (Pa)	CF/M-SF (L/S-SM)	CF/M-SF (L/S-SM)	NR
Front Desk	73 (23)	55	72 (22)	30	Neut	--	0.30 (1.4)	--	40
Concierge	73 (23)	55	72 (22)	30	Neut	--	0.30 (1.4)	--	40
Luggage Room	73 (23)	55	72 (22)	--	Neut	--	0.30 (1.4)	--	40
Bellman's Desk	73 (23)	55	72 (22)	--	Neut	--	0.30 (1.4)	--	40
Valet Desk	73 (23)	55	72 (22)	--	Neut	--	0.30 (1.4)	--	40
Public Restrooms	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.06 (0.3)	50 (12.5) ⁵	40
Restaurant	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.70 (3.4)	--	35
Complimentary Area	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.70 (3.4)	--	35
Bar	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.70 (3.4)	--	35
Buffet	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.70 (3.4)	--	35
Café	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.70 (3.4)	--	35
Food Prep/Kitchen	80 (27)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	0.7 (3.5)	35
Food and Beverage Storage	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.12 (0.6)	--	40
Sundries/Gift Shop	73 (23)	55	72 (22)	--	Neut	--	0.24 (1.2)	--	40
Vending Area	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	--	40
Executive Lounge	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.25 (1.3)	--	35

Location	Internal Conditions ¹				Pressure Relationships ²		Ventilation Air Quantity ³		Acoustical Rating
	Summer		Winter		Type	Differential	Fresh Air Supply	Exhaust Rate	NR
	Tdb F(C)	R H% Max	Tdb F(C)	R H% Min	Pos/Neg/Neut	Inches w.g. (Pa)	CF/M-SF (L/S-SM)	CF/M-SF (L/S-SM)	
Guest Laundry	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.17 (0.9)		40
Ballrooms	73 (23)	55	72 (22)	30	Neut	--	0.72 (3.4)	--	30
Meeting Rooms	73 (23)	55	72 (22)	30	Neut	--	0.72 (3.4)	--	30
Boardrooms	73 (23)	55	72 (22)	30	Neut	--	0.72 (3.4)	--	30
Pre-function Areas	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.72 (3.4)	--	40
Business Center	73 (23)	55	72 (22)	30	Neut	--	0.08 (0.4)	--	35
Meeting Registration Desk	73 (23)	55	72 (22)	30	Neut	--	0.08 (0.4)	--	35
Coat Room	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.08 (0.4)	--	35
Meeting/Ballroom Storage	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.08 (0.4)	--	35
Satellite Pantry	73 (23)	55	72 (22)	--	Neg	0.02 (5)	0.08 (0.4)	--	35
Pool/Whirlpool	82 (28)	60	82 (28)	60	Neg	0.02 (5)	0.48 (2.4)	0.5 (2.5)	40
Guest Locker Room/Toilets	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	0.25 (1.25)	40
Fitness Center	72 (22)	55	69 (20)	--	Neut	--	0.26 (1.25)	0.26 (1.25)	40
Spa ⁴	--	--	--	--	Neut	--	--	--	--
Elevator	70	55	70	--	Neut	--	--	--	--
Guestroom Corridor	73 (23/)	55	72 (22)	30	Pos	0.02 (5)	0.06 (0.3)	--	40

Location	Internal Conditions ¹				Pressure Relationships ²		Ventilation Air Quantity ³		Acoustical Rating
	Summer		Winter		Type	Differential	Fresh Air Supply	Exhaust Rate	
	Tdb F(C)	R H% Max	Tdb F(C)	R H% Min	Pos/Neg/Neut	Inches w.g. (Pa)	CF/M-SF (L/S-SM)	CF/M-SF (L/S-SM)	NR
Executive Guestroom Corridor	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.06 (0.3)	--	40
Ballroom Service Corridor	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	--	40
Exit Stairs	N/C	N/C	N/C	--	Neut	--	--	--	--
Guestrooms/Suites	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.11 (0.6)	--	25
Guest Bathroom/Dressing Area	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.06 (0.3)	--	35
Specialty Suites	73 (23)	55	72 (22)	30	Pos	0.02 (5)	0.11 (0.6)	--	25
Executive Floor Guestroom	73 (23)	55	72 (22)	30	Neg	0.02 (5)	0.11 (0.6)	--	25
Front Offices	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Executive Offices	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Sales and Catering Offices	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Accounting Offices	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Human Resources	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Office	73 (23)	55	72 (22)	30	Neut	--	0.09 (0.4)	--	35
Employee Dining/Break Room	73 (23)	55	72 (22)	--	Neg	0.02 (5)	0.25 (1.3)	--	40
Employee Locker Rooms/Toilets	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	0.5 (2.5)	45
On-site and Off-site Housing	73 (23)	55	72 (22)	--	Neut	--	0.11 (0.6)	--	30

Location	Internal Conditions ¹				Pressure Relationships ²		Ventilation Air Quantity ³		Acoustical Rating
	Summer		Winter		Type	Differential	Fresh Air Supply	Exhaust Rate	
	Tdb F(C)	R H% Max	Tdb F(C)	R H% Min	Pos/Neg/Neut	Inches w.g. (Pa)	CF/M-SF (L/S-SM)	CF/M-SF (L/S-SM)	NR
Service Pantry	73 (23)	55	72 (22)	--	Neg	0.02 (5)	0.06 (0.3)	--	40
Laundry	80 (27)	60	68 (20)	--	Neg	0.02 (5)	0.17 (0.9)	--	40
Housekeeping	80 (27)	60	68 (20)	--	Neg	0.02 (5)	0.12 (0.6)	--	40
Engineering/Maintenance Shop	80 (27)	60	68 (20)	--	Neg	0.02 (5)	0.12 (0.6)	--	45
Storage Rooms	80 (27)	60	68 (20)	--	Neg	0.02 (5)	0.12 (0.6)	--	40
Receiving Area	N/C	N/C	N/C	--	Neg	0.02 (5)	--	--	45
Receiving Office	73 (23)	55	72 (22)	--	Pos	--	0.09 (0.4)	--	35
Security Dispatch Office	73 (23)	55	72 (22)	--	Neut	--	0.09 (0.4)	--	35
Service Corridor	78 (26)	60	68 (20)	--	Neg	0.02 (5)	0.06 (0.3)	--	40
Mechanical Rooms	N/C	N/C	N/C	--	Neut	--	--	0.15 (0.7)	45
Electrical Rooms	N/C	N/C	N/C	--	Neut	--	--	--	45
Telecom Closets	80 (27)	55	68 (20)	--	Neut	--	--	--	45
Computer/Telecom Room	72 (22)	50	72 (22)	30	Neut	--	0.08 (0.4)	--	40
Trash Compactor/Container	N/C	N/C	N/C	--	Neg	0.02 (5)	--	1.0 (5.0)	45
Refrigerated Trash Room	50 (10)	60	50 (10)	--	Neg	0.02 (5)	--	1.0 (5.0)	45
Recycle Storage Room	N/C	N/C	N/C	--	Neg	0.02 (5)	--	1.0 (5.0)	45
Can Wash	N/C	N/C	N/C	--	Neg	0.02 (5)	--	1.0 (5.0)	45

1) Internal environmental conditions are +/- 2 F (1 C), and +/- 5% RH.
2) Pressure relationships identified are with respect to adjacent areas. For buildings located in warm, humid climates, overall building pressure must be positive with respect to outdoors to at least 5 pascals. For cold climates, overall building pressure must be neutral with respect to outdoors with adequate consideration for vapor transmission through the envelope to prevent moisture damage. For mixed climates (warm humid summer and cold winters), overall building pressures must be slightly positive in summer season and neutral in winter season, with respect to outdoors.
3) Ventilation rates are based upon ASHRAE Standard 62.1-2007 using default occupancy values, and have other indoor air quality requirements that are included in the standard. Actual occupancy rates can be used if known.
4) Spa interior conditions must comply with the Spa management design criteria.
5) Exhaust rates shown are for each fixture.
6) Where exhaust rates are not indicated, but negative relationships are desired, adjust exhaust air quantity for the pressure differential shown.
7) Provide combustion air for all fuel fired appliances that complies with the requirements of their listing, all local codes and ordinances.
8) Fresh air must be pre-conditioned before being distributed.
9) All areas of the hotel must comply with ASHRAE Standard 62.1-2007, Ventilation for Acceptable Indoor Air Quality as noted in the Environmental Conditions Matrix. For hotels that have ETS areas within the property, they must be separated from non-ETS areas with a smoke-free barrier system. a. The barrier must pre-clude ETS from transferring to non-ETS areas. Pressure relationships must be maintained so that the ETS areas are maintained at least -2.5 pascals (-0.01-inches water gage) with respect to the non-ETS areas. b. Signage must be included to warn guests when they are entering ETS areas. Signage must have notation that includes: "This Area May Contain Environmental Tobacco Smoke". c. For guest rooms, selection of finishes may be altered to minimize absorption of smoking odors and ease of maintenance. Alternative gas phase filtration may be included as part of the guest room air conditioning. d. Submit all ETS area design information for review and approval by Hilton.
Abbreviations: Pos = Positive, Neut = Neutral, Neg = Negative, N/C = Not Conditioned, Tdb = Dry Bulb Temperature, Twb = Wet Bulb Temperature, RH = Relative Humidity, F = degrees F, C = degrees C, CF/M-SF = Cubic Feet per Minute per square foot, L/S-SM = Liters per second per square meter, Pa = Pascals, Inches w. g. = Inches water gage, NR = Noise Rating = Leq = equivalent continuous sound level in dBa, MERV = Minimum Efficiency Reporting Value per ASHRAE Standard 52.2.

- 2514.06.A.2 The system type and design capacity must be determined based on the standards required by Hilton Architecture and Construction, ASHRAE, national and local codes whichever is more stringent.
- 2514.06.A.3 Provide complete calculations and written confirmation that the design of the variable refrigerant system (VRF) complies with ANSI/ASHRAE standard 15-2007, Safety Standards for Refrigeration Systems, and ANSI/ASHRAE standard 34-2007, Designation and Safety Classification of Refrigerants (www.ansi.org, www.ashrae.com).
- 2514.06.A.4 Do not use systems that require summer/winter changeover of heating/cooling capacity.
- 2514.06.A.5 Do not use PTAC (Packaged Terminal Air Conditioner) type units.

2514.06.A.6 Design all HVAC systems to comply with ASHRAE Standard 90.1-2013 (www.ashrae.com) or an equivalent standard. Submit written compliance forms to Hilton for review.

2514.06.A.7 Refrigeration System Safety:

2514.06.A.7.a Design all refrigeration systems and machinery rooms to comply with ASHRAE Standards 15 and 34, or equivalent local codes and standards.

2514.06.A.7.b For variable refrigerant flow systems that use R-410a in guestrooms, the room volume calculations must include the following requirements:

2514.06.A.7.b.1 Room volume must be reduced from the entire floor -to-ceiling measurement, and calculated base upon the floor-to bed-height or 3'-0"/900 mm, whichever is higher.

2514.06.A.7.b.2 Room volume must exclude the toilet room.

2514.06.A.7.b.3 Room volume must exclude the volume of any fixed or portable case work.

2514.06.A.7.b.4 Disregard any exhaust air flow out of the toilet room and any supply air into the guestroom from other ventilation systems.

2514.06.A.7.b.5 Not Applicable to this Brand

2514.06.A.7.b.6 Refrigerant piping must not be routed in egress corridors where accidental discharge may occur.

2514.06.A.7.b.7 When the above requirements are unobtainable, an alarming device must be provided within each guestroom for detection of a refrigerant leak. In no case must the audible alarm be less than 75 dBA at the pillow level in all guestrooms, with intervening doors closed during the alarm.

2514.06.A.7.c Submit written documentation that indicates compliance with the safety codes for review by Hilton.

2514.06.B HVAC System General Requirements

2514.06.B.1 Air Handling Equipment and Devices:

2514.06.B.1.a Not Applicable to this Brand

2514.06.B.1.b Install all HVAC equipment with access for maintenance. Do not install air-handling units, fan coil units, and mechanical equipment requiring regular maintenance above gypsum board or inaccessible ceilings. Service access of non-guest area equipment must not be from guest areas.

2514.06.B.1.c Protect all air handling devices having internal insulation with foil facings or double-wall construction.

2514.06.B.1.d Fabricate cooling coil condensate drain pans from non-corrosive materials.

2514.06.B.1.e Controls

2514.06.B.1.e.1 Provide electric silent two-position or modulating motorized valve actuators that are replaceable without valve removal.

2514.06.B.1.e.2 Provide silent type relays in guestroom devices.

2514.06.B.1.f Filtration

2514.06.B.1.f.1 Unless more stringent local codes require it, provide minimum single-stage MERV 8 filtration (or equivalent) for recirculating equipment. Provide minimum MERV 12 filtration (or equivalent) for air handling equipment used to condition and supply ventilation air.

2514.06.B.1.f.2 Provide fully synthetic media that does not allow microbial growth when wetted.

2514.06.B.2 Use only rigid metallic ductwork for supply air, outdoor air and exhaust systems. Flex ductwork is allowed for a maximum distance of 8'-0"/2.4 m between rigid duct and diffuser/grille.

2514.06.B.3 Use duct liner only where required for acoustic needs using closed-cell elastomeric material that complies with ASTM C1534-07-E1 (www.astm.org).

2514.06.B.4 Provide non-adjustable temperature sensors located to effectively control the temperature in all conditioned areas. Thermostats in fitness center, individual meeting rooms and boardrooms must be adjustable by guests.

2514.06.B.5 Not Applicable to this Brand

2514.06.B.6 Screen all rooftop and ground mounted equipment from street views. Locate equipment to avoid increased noise levels in adjacent guestrooms.

2514.06.B.7 Provide a complete fully automated monitoring and dosing water treatment system for open loop systems, and chemical feed capacity for closed loop systems.

2514.06.B.8 Design all gas or oil fired equipment rooms to comply with NFPA 54-2009, NFPA 58-2008, NFPA 31-2006, or equivalent local codes and standards.

2514.06.B.9 HVAC Piping

2514.06.B.9.a Avoid exposed piping in all areas but mechanical spaces.

2514.06.B.9.b Conceal all piping, except in mechanical spaces, to complement adjacent finishes.

2514.06.B.9.c Insulate all chilled water and condensate drain piping using closed-cell insulation products that comply with ASTM C534 or ASTM C522-03 (2009) e1 (www.astm.org). Select insulation thickness per the 2013 ASHRAE Handbook of Fundamentals, Chapter 23 (www.ashrae.com).

2514.06.B.9.d Do not use polyvinyl chloride (PVC) and chlorinated polyvinyl chloride (CPVC) piping systems.

2514.06.B.9.e Provide full port ball valves and butterfly valves for isolation and shut off service. Gate valves are not allowed.

2514.06.B.9.f Install unions and isolation valves on supply and return connections at each air-handling device.

2514.06.B.9.g Provide riser isolation and drain valves to minimize disruption of guestroom services during failures.

2514.06.B.9.h Provide a means for balancing and maintaining water flows at each device and distribution loop.

2514.06.B.9.i Provide a means for air elimination and removal from the system and at each terminal device.

2514.06.C Building Automation System

Building Automation System (BAS):

2514.06.C.1 General: Provide direct digital control and monitoring of all guest and back of house area HVAC systems, using an open protocol type BAS.

2514.06.C.1.a The BAS must be capable of interface with HVAC system control panels, lighting control panels, energy use panels, electrical power supplies, property management systems, and fire and life safety systems.

2514.06.C.1.b Provide backup power to the BAS to remain available during loss of utility power supply.

2514.06.C.2 Provide third-party (independent of the Architecture and Construction team) commissioning agent for all guest area and back of house HVAC systems that comply with ASHRAE Guideline 1.1-2007 (www.ashrae.com).

2514.06.D Water Chillers and Chilled Water Distribution

2514.06.D.1 Provide Underwriters Laboratories (or recognized equivalent)-listed chiller that complies with the latest pressure vessel design and construction standards for both refrigerant and waterside heat exchangers.

2514.06.D.2 Rate per the latest ARI Standard (or recognized equivalent) and provide minimum of two chillers, with system sized to allow at least 75 percent of design capacity with one chiller not operable.

2514.06.D.3 *Not Applicable to this Brand*

2514.06.D.4 Acceptable Refrigerants are R-134a, R-407, R-410, and R-123. Comply with Montreal Protocol for phase-out compliance of refrigerants.

2514.06.D.5 Select unit efficiencies that comply with national and local energy code requirements or ASHRAE Standard 90.1-2013 (www.ashrae.com) pending review by Hilton for exceptions.

2514.06.D.6 Refrigerant Safety must comply with ANSI/ASHRAE Standard 15 (www.ashrae.com).

2514.06.D.7 Cooling Towers

2514.06.D.7.a Select cooling towers based upon 0.4 percent wet bulb/mean coincident dry bulb (WB/MCDB) ASHRAE climate conditions.

2514.06.D.7.b Galvanized steel construction is not allowed in coastal environments.

2514.06.D.7.c Select tower locations to avoid noise or transmitted vibration that affects the guestrooms or guest areas.

2514.06.D.7.d Locate cooling towers where re-entrainment of tower plume will not affect other air handling systems.

2514.06.D.8 Specification of chillers shall be solely based upon performance criteria. Do not specify chillers by type of technology.

2514.06.E Ventilation Air

2514.06.E.1 General

2514.06.E.1.a Design ventilation air systems to comply with ASHRAE Standard 62.1-2013, Ventilation for Acceptable Indoor Air Quality (www.ashrae.com) and local codes.

2514.06.E.1.b Distribute conditioned ventilation air directly into each guestroom. Operable windows are not allowed as the primary means of guestroom ventilation.

2514.06.E.1.c *Not Applicable to this Brand*

2514.06.E.1.d Package terminal air conditioned units (PTAC) and fan coils are not acceptable for providing ventilation air.

2514.06.E.1.e Dedicated ventilation air equipment must be specifically designed to allow the ventilation air to be supplied at room neutral conditions.

2514.06.E.1.f *Not Applicable to this Brand*

2514.06.E.1.g Provide building air balance calculations to Hilton for review and approval.

2514.06.E.2 Dedicated Ventilation Air Equipment Selection

2514.06.E.2.a Select ventilation air units to offset any continuous bathroom exhaust air quantity, any other exhaust air from the corridors, plus air flow to maintain pressure relationships identified in the Environmental Conditions matrix. If prevailing winds will affect building pressurization, this must be taken into account in determining building air balance calculations and air quantity for pressurization.

2514.06.E.2.b Design Criteria

2514.06.E.2.b.1 Summer

2514.06.E.2.b.1.a Outdoor Conditions: Select ventilation air entering air temperature (EAT) for cooling based on ASHRAE 0.4 percent summer design Dehumidification [dew point/mean coincident dry bulb (DP/MCDB)] and Humidity Ratio (HR) (www.ashrae.com).

2514.06.E.2.b.1.b Discharge Air Conditions: Select the cooling coil to produce 55 °F DB/12.8 °C DB leaving air temperature and reheat to approximately 68 °F DB/20 °C if for corridor distribution or 70 °F DB/ 21 °C DB if supplied directly into guestroom.

2514.06.E.2.b.2 Winter

2514.06.E.2.b.2.a Select EAT for heating based on ASHRAE Annual Extreme Daily Mean Dry Bulb (MDB) Minimum winter design temperature (not Heating DB at 99.6 or 99 percent) (www.ashrae.com).

2514.06.F Dedicated Ventilation Air Units

2514.06.F.1 Provide ETL or Underwriters Laboratories (www.ul.com) listed equipment, or similar recognized agency that complies with local code requirements. Rate per ARI Standards or equivalent refrigeration standards agency.

2514.06.F.2 Provide preheat, cooling, dehumidification, humidification and reheat sections.

2514.06.F.2.a Humidification Requirement: Provide ventilation air units in ASHRAE (www.ashrae.com) Climate Zones 7 and 8 with humidification capability to comply with the Environmental Conditions Matrix included in the beginning of this Section.

2514.06.F.3 Wall construction must be double-wall insulated type.

2514.06.F.4 Condensate drain pans must be insulated, stainless steel and corrosion-resistant construction.

2514.06.F.5 Provide spacer for temperature sensor between cooling and reheat coils or means of coil temperature measurement via suction pressure sensing device.

2514.06.F.6 Provide special filter support structure to prevent moisture laden filter collapse.

2514.06.F.7 Direct-Expansion (DX) Ventilation Air Units

2514.06.F.7.a Refrigeration

2514.06.F.7.a.1 Provide a minimum of two independent cooling circuits for units up through nominal 30 tons (105 kW) and at least four independent cooling circuits for larger units.

2514.06.F.7.a.2 Provide cooling coil refrigeration circuiting with an intertwined arrangement. Face or horizontal split coil arrangement is not acceptable.

2514.06.F.7.a.3 Provide digital scroll lead compressor or include hot-gas re-injection (by-pass) on the lead refrigerant circuit.

2514.06.F.7.a.4 Provide hot-gas reheat coil, complete with modulating refrigerant valve, downstream of cooling coil, with spacer for temperature sensor between cooling and reheat coil. Do not use systems utilizing sub-cooler reheat circuits. Fuel gas or electric reheat is not allowed.

2514.06.F.7.a.5 Provide dehumidification refrigeration circuit if the outdoor ambient design humidity ratio is more than 100 grains/lb./14.3 g/kg or in those areas with annual rainy seasons. Do not use systems utilizing sub-cooler reheat circuits.

2514.06.F.7.a.6 Provide make-up air units in ASHRAE (www.ashrae.org) defined cold climates with humidification capability to comply with the Environmental Requirements included in the beginning of this section.

2514.06.F.7.b Gas Heating

2514.06.F.7.b.1 Provide a stainless steel heat exchanger.

2514.06.F.7.b.2 Provide minimum four-stage or modulating (minimum 3:1 turndown) control for heating.

2514.06.F.7.c Electric Heating: Provide with minimum four-stage control or SCR (saturated core reactor) modulating controls.

2514.06.F.7.d Use factory-mounted controls that provide continuous heating, cooling, and dehumidification of outside air using discharge air temperature control scheme, with space temperature reset control capability.

2514.06.F.8 Access panels must be hinged and use latches that do not require the use of tools to open.

2514.07 Plumbing

2514.07.A Plumbing Piping

2514.07.A.1 Domestic water storage, drainage systems, hot and cold piping material selections and system design must comply with national and local code requirements. For those locations without code requirements, contact Hilton for acceptable minimum code requirements.

2514.07.A.2 Provide a fully automated domestic water monitoring, filtration and dosing system for potable water storage tanks. Treatment system must be capable to condition, filter and supply water to WHO or EPA standards.

2514.07.A.3 Do not use polyvinyl chloride (PVC) or polybutylene materials for potable water.

2514.07.A.4

Insulate all metal cold water and condensate drain piping using closed cell insulation products that comply with ASTM C534 or ASTM C522-03 (2009) e1 (www.astm.org) . Select insulation thickness per the 2013 ASHRAE Handbook of Fundamentals, Chapter 23.

2514.07.B Valve Requirements

2514.07.B.1 Install unions and isolation valves on domestic water supply and return connections at each riser or horizontal distribution header.

2514.07.B.2 Provide isolation or stop valves at each plumbing fixture.

2514.07.B.3 Provide full port ball valves or butterfly valves for isolation or shut-off service.

2514.07.C Floor Cleanouts

Locate floor cleanouts outside of normal foot traffic in all public and back-of-house areas.

2514.07.D Backflow Prevention Devices

Install suitable backflow prevention devices on all potable water systems.

2514.07.E Grease, Oil & Sand Traps

Locate grease, oil or sand traps in the back-of-house or service areas where the devices must be serviced without disrupting normal operations and out of site of normal guest activities.

2514.07.F Domestic Hot Water Generating System

2514.07.F.1 Provide hot water production during all normal operating flow regimes.

2514.07.F.2 Select system types, storage and heaters that will provide stable water temperature during all flow conditions, and recirculation system for on-demand hot water in guestrooms.

2514.07.F.3 Select system equipment that provides for 100 percent design heating capacity with one heater out of service.

2514.07.F.4 For systems that use separate heaters and storage to meet demand, provide at least two storage tanks for maintenance.

2514.07.F.5 Design all domestic hot water systems to comply with ASHRAE Standard 90.1-2007 (www.ashrae.com) or an equivalent standard. Submit written compliance forms to Hilton for review.

2514.07.F.6 Commission the hot water generating system, using a third-party (independent of the design and construction team) and comply with ASHRAE Guideline 1.1-2007 (www.ashrae.com).

2514.07.F.7 Hot water is to be stored at no less than 140° F/60° C and delivered to guest accessible outlets at no less than 113° F/45° C.

2514.07.G Not Applicable to this Brand

2514.07.H Commercial Grade Plumbing Fixtures

Provide commercial grade quality plumbing fixtures for all public and back-of-house areas.

2514.08 Electrical

2514.08.A NFPA 70 Adherence

Comply with applicable edition of NFPA 70 (www.nfpa.org) and all national or local codes.

2514.08.B Light Fixture Safety Listing Requirements

All lighting fixtures must have a safety listing as provided by a nationally recognized testing laboratory, e.g. CE, ETL, ISI, UL, VDE. Any other safety listings on any light fixture (plug-in or hardwired) will need to have undergone the equivalent ASTM testing that would have been required to achieve a UL listing, approval by the local authority having jurisdiction, and that the property insurance will not be in jeopardy by use of this labeling.

2514.08.C Power Supply

2514.08.C.1 In locations where replacement transformers are not available within 24 hours, provide redundant primary transformers that have 100 percent building load capacity for each transformer.

2514.08.C.2 Provide main switchboard with provisions that will allow scheduled maintenance on main switchgear without hotel power interruption.

2514.08.C.3 In areas where normal power sources are interrupted more than once per day, provide either full on-site power or two sources of utility supplied power.

2514.08.C.4 In the event of loss of standard electrical power, an Emergency Power Supply (EPS) must provide power to the following systems as a minimum:

2514.08.C.4.a Computer room cooling system and equipment.

2514.08.C.4.b Computer equipment located at the front desk, PBX and administrative areas including key encoders.

2514.08.C.4.c One meeting room (full power and lighting) designated as an Emergency Command Center.

2514.08.C.4.d General manager and security offices' computers and telephones.

2514.08.C.4.e One walk-in freezer and one walk-in refrigerator.

2514.08.C.4.f One exhaust fan over cooking line in main kitchen.

2514.08.C.4.g All lighted steps within the restaurant/lobby.

2514.08.C.4.h Sump pumps

2514.08.C.4.i Sewer lift stations

2514.08.C.4.j Pool light

2514.08.C.4.k All cash stations

2514.08.C.4.l Minimum lighting in engineering control room.

2514.08.C.5 Locate primary power switchgear in locations where it will not flood.

2514.08.C.6 Provide separate sub-meters for guestroom tower, food service, laundry, central plant and retail spaces.

2514.08.C.7 Main panels must be form 4 type minimum with distribution board as form 2. Incoming supplies must be by a minimum of two transformers capable of providing changeover and load share.

2514.08.D Not Applicable to this Brand

2514.08.E Copper Conductors

Use copper conductors. Aluminum branch and feeder wiring is only allowed on circuits 100 amp and larger, subject thermal imaging to confirm proper termination.

2514.08.F Panels and Service Equipment

2514.08.F.1 Install only in non-public and protected service areas. Mechanical or linen room locations are allowed as long as they are not subject to water piping and have adequate clearances that will not be compromised by storage of other materials.

2514.08.F.2 Provide securable panel covers and circuit interrupting devices that can be locked and tagged out.

2514.08.G Outlet Devices

2514.08.G.1 Install at least 6"/150 mm above the finished floor.

2514.08.G.2 Install at least 50'-0"/15.0 m on center, maximum, in all guest and service corridors.

2514.08.G.3 The use of extension cords or power strips, even if surge protected, is not allowed.

2514.08.G.4 All hardware components of the Property Management System must be plugged directly into a power outlet (socket outlet) on a dedicated and ground circuit.

2514.08.G.5 All UPS outlets must be of a different color and, where allowed, a different style compared to normal outlets. Outlets must be clearly labeled.

2514.08.H Raceways/Conduits

2514.08.H.1 Conceal all raceways and/or conduit in public, finished back-of-house and guest areas.

2514.08.H.2 Exposed raceways and/or conduit are only allowed in unfinished service corridors, mechanical or electrical spaces, and parking garages.

2514.08.H.3 Provide a certified lightning protection system.

2514.08.I Minimum Foot-Candles/Lux Levels

The following table represents the minimum foot-candles/lux levels required within all properties, unless otherwise noted. In the event an area is not listed below, reference the most current version of the Illuminating Engineering Society guidelines (www.ies.org), local codes and/or a professional third party lighting consultant for guidance. Exterior lighting must reference local codes & lighting zone 0-4, fixture BUG ratings requirements IES CH26 Exterior lighting guidelines. Additional requirement lighting requirements can be found in the Fire & Life Safety Section 2516.05.F Egress Lighting.

Area	Horiz Spec FC/Lux	Horiz. Measure Location at	Horiz Gauge	Vertical FC/Lux	Vertical Measure Location at	Vertical Gauge	Light source Kelvin color temperature Maximum.
Surface Parking Areas							
Drive Entrances/Porte Cochere	10 / 100	grade	Avg	n/a	n/a	n/a	4000
Drive Lanes	1 / 10	grade	Avg	2 / 20	5' AFG	Avg	5000
Parking Stalls	1 / 10	grade	Avg	2 / 20	5' AFG	Avg	5000
Parking Structures							
Entrances - Canopied	5 / 50	grade	Avg	2 / 20	5' AFG	Avg	4000
Drive Lanes	5 / 50	grade	Avg	n/a	n/a	n/a	5000
Parking Stalls	5 / 50	grade	Avg	n/a	n/a	n/a	5000
Outdoor Miscellaneous							
Exterior Paths & Walkways	1 / 10	grade	Avg	n/a	n/a	n/a	4000
Guest Areas - Lobby							
Lobby Entrance (day)	10 / 100	floor	Avg	3 / 30	5' AFF	Avg	3000
Lobby Entrance (night)	5 / 50	floor	Avg	2 / 20	5' AFF	Avg	3000
Service Desks (Registration, Concierge etc)	20 / 200	top desk	Avg	5 / 50	top desk	Avg	3000
Lobby Guest Circulation	2 / 20	floor	Avg	n/a	n/a	n/a	3000
Guestroom Corridor at Guestroom Entrances - Under Door	10 / 100	floor under door lock	Avg	n/a	n/a	n/a	3000

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Guestroom Corridor at Guestroom Entrances - door lock	15 / 150	door Lock	Avg	n/a	n/a	n/a	3000
Guestroom Corridor Middle	2 / 20	floor	Min	2 / 20	5' AFF	Avg	3000
Restrooms (inside partitions)	5 / 50	floor	Avg	3 / 30	3-5' AFF	Avg	4000
Restrooms (countertop)	15 / 150	at counter top	Avg	20 / 200	3-5' AFF	Avg	4000
Exit Stairs (typical)	5 / 50	floor	Avg	3 / 30	5' AFF	Avg	4000
Elevators - lobby	5 / 50	floor	Avg	3 / 30	5' AFF	Avg	4000
Elevators - cab interior	5 / 50	floor	Avg	3 / 30	5' AFF	Avg	4000
Food and Beverage Outlets							
Dining - Casual	10 / 100	table	Avg	5 / 50	4' AFF	Avg	3000
Dining - Fine	3 / 30	table	Avg	1 / 10	4' AFF	Avg	2700
Dining - 3 meal breakfast	10 / 100	table	Avg	3 / 30	4' AFF	Avg	3000
Dining - 3 meal lunch	5 / 50	table	Avg	2 / 20	4' AFF	Avg	3000
Dining - 3 meal dinner	3 / 30	table	Avg	1 / 10	4' AFF	Avg	3000
Café / Grab & Go	10 / 100	table	Avg	3 / 30	4' AFF	Avg	3000
Lounge / Bar	4 / 40	bar top	Avg	1.5 / 3	3-5' AFF	Avg	2700
Lounge - Bar	10 / 100	table	Avg	5.5 / 11	5' AFF	Avg	2700
Lounge - Reading / Work Areas	15 / 150	table	Avg	5.5 / 11	4' AFF	Avg	2700
Lounge - Social / Waiting Areas	10 / 100	floor	Avg	5.5 / 11	5' AFF	Avg	2700
Executive Lounge	10 / 100	table	Avg	3 / 30	4' AFF	Avg	3000
Commercial Facilities							
Specialty retailer - circulation	15 / 150	floor	Avg	5 / 50	5' AFF	Avg	4000
Specialty retailer - general retail	40 / 400	floor	Avg	15 / 150	3-5' AFF	Avg	4000
Specialty retailer - feature displays	120 / 1200	floor	Avg	75 / 750	3-5' AFF	Avg	4000
Specialty retailer - Perimeter	na	na	na	40 / 400	5' AFF	Avg	4000
Business Center - Computer	15 / 150	table	Avg	5 / 50	3' AFF	Avg	3000
Business Center - Print Area	30 / 300	table	Avg	7.5 / 75	3' AFF	Avg	3000
Business Center - Informal Mtg Area	7.5 / 75	table	Avg	4 / 40	4' AFF	Avg	3000

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Guest Laundry	30 / 300	floor	Avg	15 / 150	3-5' AFF	Avg	4000
Vending Room /Ice Room	10 / 100	floor	Avg	10 / 100	3-5' AFF	Avg	4000
SPA - Treatment Rooms	1 / 10	floor	Avg	n/a	n/a	n/a	2700
SPA - Changing Rooms	5 / 50	floor	Avg	10 / 100	5' AFF	Avg	2700
SPA - Make-up Stations	30 / 300	floor	Avg	30 / 300	4' AFF	Avg	2700
SPA - Manicures (hand rest)	50 / 500	hand rest	Avg	15 / 150	4' AFF	Avg	2700
SPA - Pedicures (foot rest)	50 / 500	foot rest	Avg	15 / 150	4' AFF	Avg	2700
SPA - Salon (Barber)	50 / 500	4' AFF	Avg	30 / 300	4' AFF	Avg	2700
Meeting Facilities							
Pre-Function Area - Circulation	5 / 50	floor	Avg	1.5 / 15	5' AFF	Avg	3000
Pre-Function Area - No Event Off Hrs	5 / 50	floor	Avg	1.5 / 15	5' AFF	Avg	3000
Pre-Function Area - Registration Table	20 / 200	table	Avg	3 / 30	4' AFF	Avg	3000
Pre-Function Area - Social Function	10 / 100	floor	Avg	4 / 40	4' AFF	Avg	3000
Ballrooms - Casual	20 / 200	floor	Avg	5 / 50	4' AFF	Avg	3000
Ballrooms - Formal (Business)	15 / 150	floor	Avg	4 / 40	4' AFF	Avg	3000
Ballrooms - Formal (Evening)	7.5 / 75	floor	Avg	2 / 20	4' AFF	Avg	3000
Ballrooms - Exhibition (show)	50 / 500	floor	Avg	20 / 200	3' AFF	Avg	4000
Meeting Rooms/Boardroom	40 / 400	table	Avg	15 / 150	4' AFF	Avg	3000
Recreational Areas							
Swimming Pool/Whirlpool (Deck/Indoor)	15 / 150	floor	Avg	2 / 20	5' AFF	Avg	4000
Swimming Pool/Whirlpool (Outdoor)	2 / 20	grade	Avg	0.6 / 6	5' AFG	Avg	4000
Locker Room (general)	10 / 100	floor	Avg	3 / 30	3-5' AFF	Avg	4000
Locker Room (Countertop)	2 / 20	counter	Avg	20 / 200	3-5' AFF	Avg	4000
Locker Room - top plumbing fix	10 / 100	top of fixture	Avg	3 / 30	3-5' AFF	Avg	4000
Locker Room - Showers	10 / 100	floor	Avg	5 / 50	3-5' AFF	Avg	4000
Fitness Center - Aerobics	40 / 400	floor	Avg	4 / 40	3-5' AFF	Avg	4000
Fitness Center - Strength Trng	40 / 400	floor	Avg	15 / 150	3-5' AFF	Avg	4000
Fitness Center - Yoga	15 / 150	floor	Avg	10 / 100	3-5' AFF	Avg	4000

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Fitness Center - Personal Trng	40 / 400	floor	Avg	15 / 150	3-5' AFF	Avg	4000
Guestrooms/Suites							
Floor (general)	2 / 20	floor	Avg	n/a	n/a	n/a	2700
Pillow (reading)	20 / 200	at pillow	Avg	10 / 100	3' AFF	Avg	2700
Tabletops/Counters	20 / 200	table	Avg	n/a	n/a	n/a	2700
Seating Areas (Casual)	15 / 150	2'6" AFF	Avg	5 / 50	3-5' AFF	Avg	2700
Closet (dedicated or foyer source)	10 / 100	shelf face / 6' AFF	Avg	5 / 50	shelf face	Avg	2700
Entrance / Foyer	5 / 50	floor	Avg	1 / 10	5' AFF	Avg	2700
Desk	20 / 200	desk	Avg	3 / 30	4' AFF	Avg	2700
Dining Table	20 / 200	table top	Avg	3 / 30	4' AFF	Avg	2700
Kitchenette	50 / 500	prep surf	Min	20 / 200	prep surf	Avg	2700
Guest Bathrooms							
Vanity Top	40 / 400	vanity top	Avg	30 / 300	5' AFF	Avg	3000
Tub/Shower (with shower curtain closed)	5 / 50	tub	Avg	2 / 20	3-5' AFF	Avg	3000
Water Closet Seat	20 / 200	toilet seat	Avg	1.5 / 15	3-5' AFF	Avg	3000
Back of the House Areas							
Office - Reading / Writing (8-10 pt font)	30 / 300	floor	Avg	7.5 / 75	4' AFF	Avg	4000
Service Area Circulation	5 / 50	floor	Avg	3 / 30	5' AFF	Avg	4000
Kitchen - Food Prep	50 / 500	surface	Min	20 / 200	surface	Avg	4000
Kitchen - Dishwashing	20 / 200	counter	Min	10 / 100	4' AFF	Avg	4000
Kitchen - Food storage Refrigerated & Non	10 / 100	floor	Min	3 / 30	3-5' AFF	Avg	4000
Kitchen - Storage Wares	20 / 200	floor	Min	10 / 100	3-5' AFF	Avg	4000
Cashier	20 / 200	counter	Avg	7.5 / 75	5' AFF	Avg	4000
Employee Cafeteria	20 / 200	table	Avg	5 / 50	4' AFF	Avg	4000
Storage Rooms - Freq Use	10 / 100	floor	Avg	3 / 30	4' AFF	Avg	4000
Storage Rooms - Infreq Use	5 / 50	floor	Avg	2 / 20	4' AFF	Avg	4000
Electrical Closets	10 / 100	floor	Avg	10 / 100	5' AFF	Avg	4000
Mechanical / Elec Rooms	20 / 200	floor	Avg	10 / 100	5' AFF	Avg	4000
Computer Room	20 / 200	floor	Avg	20 / 200	5' AFF	Avg	4000

Janitor Closet	10 / 100	floor	Avg	3 / 30	4' AFF	Avg	4000
Laundry / Linen room	30 / 300	floor	Avg	15 / 150	3-5' AFF	Avg	4000
Receiving/Trash Area - Dock	20 / 200	floor	Avg	3 / 30	4' AFF	Avg	4000
Receiving/Trash Area - Receiving	30 / 300	floor	Avg	10 / 100	4' AFF	Avg	4000
Valet	10 / 100	floor	Avg	5 / 50	5' AFF	Avg	4000

2514.08.J Lighting

2514.08.J.1 Not Applicable to this Brand

2514.08.J.2 Surface mount strip fluorescent fixtures are not permitted (including vending, guest laundry, business center, etc.).

2514.08.K Power Density and Lighting Efficiency

2514.08.K.1 Comply with ASHRAE Standard 90.1-2007 (www.ashrae.com) or applicable Energy Codes. Submit written documentation to Hilton to show compliance with the applicable energy codes and that all fixtures are UL listed.

2514.08.L Controls

2514.08.L.1 Not Applicable to this Brand

2514.08.L.2 Service corridors: Switch from local control panels whenever practical.

2514.08.L.3 Lobby: switch from control panels or controlling dimmer.

2514.08.L.4 Restaurants, pre-function, ballrooms/meeting rooms, lobby and spa: dimmer control with local bypass switching.

2514.08.L.5 General interior lighting: switch locally

2514.08.L.6 Stairway and exit lights: switch from panels

2514.08.L.7 Guest corridors: switch at panel located in electrical closet

2514.08.L.8 Guest areas: control from back-of-house areas or with local switches accessible only to staff.

2514.08.L.9 Link dimmer panels with building automation system for monitoring and automated on/off switching functions for all or selected circuits.

2514.08.M BOH Electrical Lamp Protection

Back-of-house electrical lamps must be protected by lens or safety tube covers.

2514.08.N Not Applicable to this Brand

2514.08.O Motion-sensored Light Fixtures

Motion-sensored light fixtures are allowed in the back-of-house locked spaces. Motion-sensored light fixtures are not allowed in guestrooms unless required by local code.

2514.09 Technology

2514.09.A Refer to Section 2518.00

Refer to Section 2518.00, Technology Wiring Standards, for specific requirements regarding voice, data, television and the Property Management System wiring.

2514.09.B Telephone

2514.09.B.1 Comply with the specifications provided in Section 1704.00.

2514.09.C Internet Access Location Requirements

Internet access must be provided in the following areas. The type of internet access listed must be provided as a minimum. Additional types are allowed. See Section 1705.00 for specific requirements.

2514.09.C.1 Guestrooms/Suites – wireless required; wired optional

2514.09.C.2 Lobby - wireless

2514.09.C.3 Meeting rooms – wireless and wired

2514.09.C.4 Boardroom – wireless and wired

2514.09.C.5 Business center – wireless and wired

2514.09.C.6 All restaurants – wireless

2514.09.C.7 Bar – wireless

2514.09.C.8 Buffet (if applicable) – wireless

2514.09.C.9 All public spaces – wireless

2514.09.C.10 Ballroom – wireless and wired

2514.09.C.11 Pre-function area – wireless and wired

2514.09.C.12 Pool – wireless

2514.09.C.13 Guest vending areas (if applicable) – wireless

2514.09.C.14 Not Applicable to this Brand

2514.09.C.15 Not Applicable to this Brand

2514.09.C.16 Not Applicable to this Brand

2514.09.C.17 Fitness Center - wireless

2514.09.D Television

2514.09.D.1 Comply with the specifications provided in Section 1706.01. Required minimum sizes are given in individual areas of Section 2500.00.

2514.09.D.2 Televisions must be connected to a master antenna system or cable that is capable of passing high definition (HD) content to all televisions.

2514.09.D.3 Guestroom televisions must be attached securely to a swivel base or mount. Refer to Section 1706.00 Entertainment for additional television requirements.

2514.09.D.4 Wall-mounted televisions are allowed on non-demising walls. If mounted on demising walls, it must be pre-approved and subject to sound transmission studies. Sufficient blocking must be provided to ensure that the television/mount is not easily pulled off of the wall.

2514.09.D.5 Not Applicable to this Brand

2514.09.D.6 Not Applicable to this Brand

2514.09.D.7 If a control box is required with the television, it must be hidden from view and space for it included in the design of the furniture supporting the television.

2514.09.E Sound System

2514.09.E.1 See Section 1706.04 for detailed requirements. A high quality sound system is required in the following areas:

2514.09.E.1.a Not Applicable to this Brand

2514.09.E.1.b Porte cochere

2514.09.E.1.c Lobby

2514.09.E.1.d Not Applicable to this Brand

2514.09.E.1.e Not Applicable to this Brand

2514.09.E.1.f Not Applicable to this Brand

2514.09.E.1.g Not Applicable to this Brand

2514.09.E.1.h Not Applicable to this Brand

2514.09.E.1.i Public restrooms

2514.09.E.1.j All restaurants/ bars

2514.09.E.1.k Not Applicable to this Brand

2514.09.E.1.l Meeting rooms

2514.09.E.1.m Boardroom

2514.09.E.1.n Ballrooms

2514.09.E.1.o Pre-function area

2514.09.E.1.p Pool/whirlpool area

2514.09.E.1.q Passenger Elevator/Lifts Lobby's

2514.09.E.1.r Secondary guest entry points

2514.09.E.1.s Sundries shop

2514.09.E.1.t Business center (if over 100 ft²/10 m²; local on/off and volume control required)

2514.09.E.1.u Executive lounge

2514.09.E.1.v Fitness center

2514.09.E.1.w Spa

2514.09.E.1.x Not Applicable to this Brand

2514.09.E.1.y Ground floor corridors

2514.09.E.2 System must have volume and zone controls that are located conveniently to the function area and concealed from guest views.

2514.09.F Paging System

2514.09.F.1 A paging system is required in all guest areas including atriums, pre-function areas, ground floor corridors, restaurants, pool areas and lobby.
System must have volume and zone controls and be located at or near the hotel's telephone operator station.

2514.09.G Emergency Communication

2514.09.G.1 All properties must have emergency telephones/communications.

2514.09.G.2 Dedicated emergency telephones are to be installed in the following areas:

2514.09.G.2.a Self-park parking garages -- one minimum per level

2514.09.G.2.b Within each elevator/lift including service elevators/lifts.

2514.09.G.2.c Spa treatment rooms

2514.09.G.2.d Spa locker rooms

2514.09.G.2.e Spa registration desk

2514.09.G.3 Not Applicable to this Brand

2514.09.G.4 Dedicated panic buttons are to be installed in the following areas:

2514.09.G.4.a Sauna

2514.09.G.4.b Steam Room

2514.09.G.4.c Cash handling areas

2514.09.G.4.d Areas of potential gas release

2514.09.G.4.e Front desk at each workstation

2514.09.H Two-Way Radio Communication

2514.09.H.1 A base station must be located within the security dispatch office (when provided) or alternately, will be placed at a constantly attended location (telephone operators' room or front desk for smaller hotels).

2514.09.H.2 All hotels over six stories or encompassing multiple buildings must be equipped with a repeater. The base station must be located in the security dispatch office provided that this area is staffed on a continuous basis. If unachievable, an additional base station in the telephone room is required.

2514.09.H.3 All base station communications equipment and repeater(s) must be connected to an emergency power supply or have sufficient battery backup (four hours minimum).

2514.09.I Security Systems

2514.09.I.1 A security study must be performed on each hotel to verify requirements of such systems. Security devices and cameras must be recorded in a secured area. CCTV camera systems, where provided, must be recorded and provided with an uninterruptible power system.

2514.09.I.2 Security Alarm System

- 2514.09.I.2.a Intruder detection systems must be compliant with all regional/national standards applicable and required to facilitate local law enforcement attendance in the event of a qualified incident.
- 2514.09.I.2.b Manually activated silent alarms (money-clip or panic button) are required for the human resources office, front office, restaurant cashier positions and other non-concessionaire fixed outlets handling cash. The signals from these devices are to be wired to an alarm annunciator panel located at a constantly monitored position such as a security dispatch office or PBX. Signals must have the capability to go off premises to a central station alarm monitoring service or law enforcement department, if available. Alarm annunciator must indicate the location and type of alarm by visible and audible signal and have a printer to record the activity including date and time.
- 2514.09.I.2.c All alarm systems are to be connected to the building's emergency power supply or have sufficient battery backup (24 hours minimum to all equipment).
- 2514.09.I.2.d Where the security dispatch office is not constantly attended or does not exist, additional remote alarm panels are to be installed at the PBX.
- 2514.09.I.2.e Security door contacts and silent alarm buttons will automatically activate the nearest camera into full event recording. Where the camera is a PTZ it will automatically pan to this area and begin motion monitoring of the event.
- 2514.09.I.2.f Device activation will trigger on screen alerts via the CCTV monitoring station. Alerts will automatically associate with CCTV images where applicable.

2514.09.I.3 Closed Circuit TV Surveillance System (CCTV)

- 2514.09.I.3.a Not Applicable to this Brand
- 2514.09.I.3.b Not Applicable to this Brand
- 2514.09.I.3.c Standards
 - 2514.09.I.3.c.1 The system will be supported on a backbone incorporating individual routers and switches capable of TCP/IP networks. The system design will include all necessary firewalls to prevent unwanted intrusion and will incorporate security level access.
 - 2514.09.I.3.c.2 For an IP system, switches must be a minimum of 10/100 Base-T and incorporate Power Over Ethernet (POE) where appropriate. System design must be in line with all relevant structured cabling parameters.
 - 2514.09.I.3.c.3 The cameras will run over a Cat 6 horizontal network and a fiber backbone. Bandwidths and requirements will be designed in conjunction with the structured wiring team within Hilton.
 - 2514.09.I.3.c.4 The system will be capable of connection and access to a head end based in the security office and the system recording and control platform will be installed allowing for 20 percent spare capacity in respect of both camera connection and video storage required.
 - 2514.09.I.3.c.5 The CCTV system must be integrated into the intruder alarm system to give alarm indication and functions on the screen for door activations, silent alarm activations as described in the intruder alarm section.
 - 2514.09.I.3.c.6 The quantity and location of cameras will be site specific. They must meet the requirements identified for the standards given below.
 - 2514.09.I.3.c.7 The minimum areas of the hotel to be provided with recorded surveillance by the hotel's closed circuit television system are:
 - 2514.09.I.3.c.7.a Loading docks and receiving areas

- 2514.09.I.3.c.7.b Parking garages (when contiguous to the hotel) to capture both the vehicle license plate and view of the driver upon entry
- 2514.09.I.3.c.7.c Not Applicable to this Brand
- 2514.09.I.3.c.7.d Remote entrances
- 2514.09.I.3.c.7.e Passenger elevator/lift lobbies -- all non-guestroom levels
- 2514.09.I.3.c.7.f Porte cochere
- 2514.09.I.3.c.7.g Front desk
- 2514.09.I.3.c.7.h Safety deposit box area
- 2514.09.I.3.c.7.i Luggage room both inside and at the entrance to view entry and activity within the room
- 2514.09.I.3.c.7.j Game rooms and arcades
- 2514.09.I.3.c.7.k Computer/Telecom Room (placed outside the room covering the entry)
- 2514.09.I.3.c.7.l Cashiers (counting rooms)
- 2514.09.I.3.c.7.m Grade level exit doors (for newly constructed hotels or CCTV upgrades) doors shall record at 12 IPS at all times
- 2514.09.I.3.c.7.n At all ATM machines. Such cameras will be in addition to any camera included with the machine, and must be connected to the hotel system. Camera must not focus on key pad.
- 2514.09.I.3.c.7.o Staff entry
- 2514.09.I.3.c.7.p Service elevator/lift lobbies - Service elevator landings that allow service to public areas (Cameras within elevators are allowed)
- 2514.09.I.3.c.7.q Additional locations may be required upon review by the Architecture and Construction Department.
- 2514.09.I.3.c.8 Not Applicable to this Brand
- 2514.09.I.3.c.9 The system design will ensure that the following parameters can be utilized to enable accurate identification of offenders and events.
- 2514.09.I.3.c.10 When selecting cameras and locations the following will be the minimum requirement:
 - 2514.09.I.3.c.10.a All external pan tilt and zoom cameras must be capable of "identification" at a distance of 115'-0"/35 m and "recognition" at 312'-0"/95 m.
 - 2514.09.I.3.c.10.b All static cameras must be capable of "recognition" at a distance of 26'-3"/8 m.
 - 2514.09.I.3.c.10.c Each scenario is subject to minimum light levels as described by equipment manufacturers.
 - 2514.09.I.3.c.10.d The guidance for the above parameters will be as defined below:
 1. For identification, not less than 120 percent of screen height.
 2. For recognition, not less than 50 percent of screen height.
 3. For detection of intruders, not less than 10 percent of screen height.
 4. For general monitoring, not less than 5 percent of screen height.

- 2514.09.I.3.c.11 Electrical power for cameras, DVR's and monitors must be supplied from an emergency power circuit and, for new installations and major upgrades, an uninterruptible/power supply. The UPS supplied must support the cameras, the monitors and the recorders during an alarm state.
- 2514.09.I.3.c.12 Cameras must have the following features:
- 2514.09.I.3.c.12.a All cameras must produce color images under normal light conditions to enable accurate identification of offenders. Color rendition (for new or replacement units).
 - 2514.09.I.3.c.12.b All cameras must be day/night switching in areas susceptible to light level variances.
 - 2514.09.I.3.c.12.c Weather proof (NEMA Type 3 (www.nema.org) or equal) housing when located in non-conditioned space.
 - 2514.09.I.3.c.12.d Solid state digital circuitry.
 - 2514.09.I.3.c.12.e All external public access doors must be fitted with cameras which enable clear, unobstructed images of all persons entering/exiting the premises. Where practicable, these cameras must be mounted internally and externally to give face recognition and must be mounted at a suitable height - looking towards, rather than down at the doorway. These cameras must be capable of producing Identification standard images (a minimum of 500TVL resolution and 120 percent screen target height) at the monitor.
 - 2514.09.I.3.c.12.f All internal cameras must be capable of producing recognition standard images (a minimum of 500TVL resolution and 50 percent screen target height) at the monitor.
 - 2514.09.I.3.c.12.g CCTV cameras must be fitted with robust anti-tamper housings.
 - 2514.09.I.3.c.12.h All cameras must be a minimum standard of 500 TVL. They must have back light compensation and wide dynamic range functionality.
- 2514.09.I.3.c.13 Minimum system performance required:
- 2514.09.I.3.c.13.a Analogue System - 4CIF Resolution at 6ips recorded + 12ips on alarm
 - 2514.09.I.3.c.13.b IP System - D1 Resolution at 6ips recorded + 12ips on alarm
 - 2514.09.I.3.c.13.c For larger/critical areas, megapixel must be considered and storage implications considered to adhere to the above.
- 2514.09.I.3.c.14 Digital/network video recorders must include the following features:
- 2514.09.I.3.c.14.a Digital recording format (for new or replacement units). On board or RAID type storage as required by application. In each case, the storage medium must be expandable for future use.
 - 2514.09.I.3.c.14.b Not Applicable to this Brand
 - 2514.09.I.3.c.14.c Selectable recording speed from minimum record rate to real time at 15ips minimum.
 - 2514.09.I.3.c.14.d Automatic "alarm command" speed-up that automatically switches from minimum record rate to real time upon alarm activation. Time lapse must automatically resume when the alarm condition ceases or when a pre-selected time expires.
 - 2514.09.I.3.c.14.e Not Applicable to this Brand
 - 2514.09.I.3.c.14.f Programmable time for automatic on/off operation anytime during a 24 hour period.

2514.09.I.3.c.14.g On-screen recording data capability for information including time, date and recording speed.

2514.09.I.3.c.14.h High-speed visual search.

2514.09.I.3.c.14.i The recorder must be sized to record for 31 days. A calculation must be provided to show on a camera by camera basis how this recorded storage will be met.

2514.09.I.3.c.14.j Where mega-pixel solutions are to be specified, storage and bandwidth implications must be considered and documented.

2514.09.I.3.c.15 Video monitors must include the following features:

2514.09.I.3.c.15.a Color rendition (for new or replacement units)

2514.09.I.3.c.15.b Additional monitors will also be housed within the back office behind reception and be capable of picking up all repeat images from any camera.

2514.09.J Door Alarms

2514.09.J.1 Door alarm devices are to be installed to detect the opening of certain doors whose use is restricted to authorized personnel or specific times.

Door alarm devices (magnetic contacts) or motion detectors (infrared or ultrasonic detectors) are required for:

2514.09.J.1.a Stairway doors at the exit level from the hotel

2514.09.J.1.b All roof doors or hatches

2514.09.J.1.c General cashier's office

2514.09.J.1.d Primary food and beverage storeroom(s) and operating equipment storage

2514.09.J.1.e Not Applicable to this Brand

2514.09.J.1.f

Grade level exit doors that open to the outside of the hotel:

1. Kitchen exit doors (local alarms must be added to deter use)

2. Meeting room doors

3. Back-of-house doors

2514.10 Guardrails

Provide guardrails at all grading differences over 42"/1.0 m. Railings must be a minimum of 42"/1.0 m in height and must have intermediate rails or ornamental pattern such that a 4"/100 mm diameter sphere is not able to pass through and that children cannot climb (i.e. horizontal rails).

2514.11 Hazardous Materials

Materials are not allowed if they pose potential harm to guests or team members or to the environment. Materials are considered harmful if they have the potential to fail in practice, either during their installation or during their life including long-term disposal or degradation. The following materials are not recommended for use. They include, but are not limited to, the following:

2514.11.A Deleterious Materials

- 2514.11.A.1 Asbestos
- 2514.11.A.2 CFCs
- 2514.11.A.3 Crystalline silica
- 2514.11.A.4 Formaldehyde
- 2514.11.A.5 Lead
- 2514.11.A.6 Man-made mineral fibers
- 2514.11.A.7 Polychlorinated biphenyls (PCBs)
- 2514.11.A.8 Vermiculite
- 2514.11.A.9 Volatile organic compounds (VOCs)
- 2514.11.A.10 Wood preservatives
- 2514.11.A.11 Brick slips and brick panels
- 2514.11.A.12 Calcium chloride
- 2514.11.A.13 Calcium silicate brickwork
- 2514.11.A.14 Cem-fil
- 2514.11.A.15 High alumina cement (HAC) concrete
- 2514.11.A.16 Mundic
- 2514.11.A.17 Sea dredged aggregates
- 2514.11.A.18 Wood wool slabs or wood wool cement boards

2514.11.B Problematic Materials

- 2514.11.B.1 Cement fiber slates
- 2514.11.B.2 Composite panels
- 2514.11.B.3 Galvanized steel wall tiles
- 2514.11.B.4 Hollow clay pot floors
- 2514.11.B.5 Nickel sulphides
- 2514.11.B.6 RAAC planks
- 2514.11.B.7 Tesserae

2514.11.B.8 Thin stone panels

2514.11.C Other Materials

2514.11.C.1 Hair plaster

2514.11.C.2 Masonry and steel—coke breeze/furnace ash and filler joist construction, “Regent Street Disease”

2515.00 Furnishings, Fixtures and Equipment

Additional requirements for the guestrooms are located in Section 2510.00.

2515.00.A Soft Good/Casegood Replacement Cycles

For existing hotels, any soft good or casegood must be replaced when condition, design style and/or relevance warrants as determined by the Brand or at the following ages (whichever comes first):

> 6 years for soft goods (e.g., drapes, bedding, etc.)

> 12 years for furniture, fixtures and equipment

2515.01 Furniture

2515.01.A Soft Good/Casegood Replacement Cycles

Furniture and its hardware must be manufacturer's commercial furniture or better.

2515.01.B Furniture

2515.01.B.1 Not Applicable to this Brand

2515.01.B.2 General Construction

2515.01.B.2.a Joints must be splined, mortised and tenoned, tongued or doweled, or full length blocked, glued and screwed in two directions, following the best practice of commercial construction. All work must be carefully corner-blocked, well fitted, glued and reinforced with wood screws.

2515.01.B.2.b All excess glue must be cleaned from surfaces exposed during normal use.

2515.01.B.2.c All structural members must be glued and screwed in place.

2515.01.B.2.d All screws must be turned in, in such a way as to not strip the hole or the screw head, and not split or swell the joining member.

2515.01.B.2.e All plastic laminate tops must be surfaced with high pressure laminate with a minimum 45 lb/20 kg density industrial grade particle board core with fine face particles and proper backing sheet to prevent warping. Tops must be laminated using contact, semi-rigid (PVAC) or rigid (ureas, resorcinol) adhesives to provide for type two bonding. All plastic laminate tops must be an exact match to the veneers. A sample must be presented to Hilton for approval.

2515.01.B.2.f All post laminated veneer edges must be 3-ply face/double crossed veneer construction, no less than 1.3 mm thickness.

2515.01.B.2.g Solid wood panels must float within the frames of doors or drawer fronts.

2515.01.B.2.h Off-the-floor cases over 60"/1.5 m in length must have turn-buckles or center support.

2515.01.B.2.i Caster blocks are to be glued and attached with screws.

- 2515.01.B.2.j Double lagged leg bolts and leg stretchers must be utilized on all desks.
- 2515.01.B.2.k Where natural stone, granite or similar approved tops are specified, a sub-top of 1/2"/12.0 mm (minimum) plywood must be provided.
- 2515.01.B.2.l Where glass tops are used, they must be securely fitted to the base and must not be loose.
- 2515.01.B.2.m If a casegood is sitting on the floor, it must have a closed base; if a casegood has legs, it must have minimum clearance of 8"/200 mm. If a toe kick is used, a high pressure laminate must be specified.
- 2515.01.B.3 Material Requirements
 - 2515.01.B.3.a Endangered wood species are not permitted.
 - 2515.01.B.3.b Casegoods must be of good quality with solid timber edge bands, veneered interiors, etc. and kiln dried with minimum moisture levels depending on species.
 - 2515.01.B.3.c Exposed veneer surfaces must be select sliced hardwood, and must be carefully matched as to pattern and color. Type or species of veneer must be spelled out on all factory quotes. All face veneers and balancing back veneers must be applied with waterproof glue under controlled pressure.
 - 2515.01.B.3.d Minimum veneer thickness is 0.06 cm/0.61 mm.
 - 2515.01.B.3.e To control and contain veneer checking, all crossbands for fancy-faced plywood must have uniform multi-directional strengths.
 - 2515.01.B.3.f Back panels must be glued and securely fastened by screws or gun staples. Fasteners must be flush with outside back and must not swell, split or protrude through finished surfaces.
 - 2515.01.B.3.g Optional wooden dust bottoms must have one good side, with the good side exposed when the drawer is removed.
 - 2515.01.B.3.h Top edges of drawer sides and backs must be sanded flat with beveled edges and rounded bottom and covered with a clear sealer coat and finished with a catalyzed top coat. Discoloration, mineral streaks and excessive machine marks will not be permitted. Glued-up stock must match in color.
 - 2515.01.B.3.i Drawers must be well sealed on the inside backs, fronts, side partitions, bottoms, outside sides and backs. They must be free of dirt, dust, glue or any foreign matter prior to rubbing, waxed with the required material and wiped dry to remove sand and sealer dust. Manufacturer to provide heavy duty commercial ball bearing drawer glides with stops at 2/3 the depth of the drawer.
 - 2515.01.B.3.j Dovetails must be well glued, fitted, puttied if necessary, and sanded.
 - 2515.01.B.3.k Drawers must have hardwood or 7-ply veneer sides and backs finished smooth with a clear sealer coat and a catalyzed top coat. All joints must be multi dovetail or linear (French) dovetail. Drawer bottoms must be plywood, and in all cases must be contained in dadoes on all four sides; glue-blocked in place to assure continuing squareness. Drawer inside must be stained and finished with a catalyzed top coat. Drawer glides must be soft closing.
 - 2515.01.B.3.l All exposed metal must be of a gauge appropriate to piece and have no visible welded joints. Metal finishes must have clear enamel matte coating, clear rust inhibitor, baked enamel, or powder coated finish for humidity protection to prevent rust and corrosion. Manufacturer to ensure materials are non-corrosive and suitable for use in high humidity and salt air locations as required.
 - 2515.01.B.3.l.1 Wood particleboard cores must conform to commercial standards Type I, Grade B, Class II.

- 2515.01.B.3.l.2 Tops must be particle board if they are core or veneer banded on all four edges and do not have an unsupported span of more than 25"/635 mm. Tops with unsupported spans of 30"/760 mm or more must have anti-sag strips or backing sheets.
- 2515.01.B.3.l.3 No exposed particle board will be allowed in any furnishings. This includes routed and stained edges on tops.
- 2515.01.B.3.l.4 Lock-mitered cases must have core bands on fronts and backs of particle board.
- 2515.01.B.3.l.5 Particle board is allowed to be used in doors if it is banded on four sides.
- 2515.01.B.3.l.6 Hardware must have applied rust-proof and tarnish-proof sealers.
- 2515.01.B.3.m The hardwood plywood must be constructed as specified. Bondage must be Type 2 or better, and face and back veneers must not be less than 1/32"/79 mm to 1/42"/56 mm thick before sanding. When face and back veneers are not of the same species, the two veneers must be of the same density and thickness.
- 2515.01.B.3.n Face veneers must be Grade 1 flat cut quartered veneers. All face veneers in one panel must be matched for color and grain to present a uniform appearance. This requirement applies to all paneled surfaces which can be viewed in normal position of use and, in addition, the back of the desk, top side of shelves and the interior of bookcases and various other visible compartments and surfaces.
- 2515.01.B.3.o Face side of drawer bottoms or mirror backs and various other unexposed surfaces must be Grade II or better, and may be rotary cut veneers.
- 2515.01.B.3.p Veneer cores must be Grade II or better and any voids at panel edges must be fitted. The entire exposed edge of the core must be banded with the same kind of wood as other exposed parts.
- 2515.01.B.3.q Back of drawer bottoms must be Grade III or better. Lumber core panels must be regular grade except that no butt joints or knots in excess of 1.2"/12.5mm diameter will be permitted.
- 2515.01.B.3.r Crossbands must not be less than 1/32"/79 mm thick and must be Grade II or better.
- 2515.01.B.3.s Crossbands, veneer cores and lumber cores must be of medium or low-density wood.
- 2515.01.B.3.t Not Applicable to this Brand
- 2515.01.B.3.u Rattan/Wicker: Skin off is required to allow stain to be absorbed evenly and lacquer to protect the finish. Skin on is a natural finish and requires a sealer to maintain natural color.
- 2515.01.B.4 Workmanship
 - 2515.01.B.4.a Doors must be free of rattle, squeaking, warp or rubbing. All doors must be approximately uniform in clearance. All catches must be properly aligned and installed.
 - 2515.01.B.4.b Drawers must have free-running action with no binding or sticking. Drawers with side mounted metal glides must operate freely with no squeaking or rattling and be well lubricated. Drawer guides and runners must be securely fastened and properly positioned to assure correct drawer alignment. Drawer glides must be soft closing.
 - 2515.01.B.4.c Route lines, cut-outs or grooves must be smoothly machine and/or sanded. Shapes, carvings and 'U' cuts are to be finished smoothly with no visible unfinished or rough areas.

- 2515.01.B.4.d Drawer interiors and storage compartments are to be sanded smooth and free of glue or finish runs and PVC bonded to prevent moisture absorption. Sides, ends and bottoms are to be free of splinters, snags, slivers, staples, nails and screws.
 - 2515.01.B.4.e All hardware, such as hinges, pulls, latches, catches, glides, etc., must be attached so that they fit and operate properly and serve their purposes during transit and use.
 - 2515.01.B.4.f Mitered corners are to be square, flush, tight and well glued.
 - 2515.01.B.4.g Interior screws must be flush or countersunk with the surface of the part where used.
 - 2515.01.B.4.h All glides, casters and ferrules must be properly attached so as to remain permanently in place at all times and capped.
 - 2515.01.B.4.i Face-nailed molding and overlaps must be nailed as inconspicuously as possible with nails countersunk and filled. Back nailing must be used whenever possible.
 - 2515.01.B.4.j All cane must be applied straight with no broken or loose strands and must be smooth after rubbing.
 - 2515.01.B.4.k All items furnished under this section must be guaranteed against manufacturing defects in workmanship and materials. Repairs of such defects during the first year, after final completion and acceptance, must be made by the manufacturer at their cost and expense, without charge to the purchaser or hotel. All such replacements and repairs must be made at one time and at hours mutually satisfactory to both franchisee and factory.
 - 2515.01.B.4.l Not Applicable to this Brand
 - 2515.01.B.4.m All dining tables must have adjustable glides.
- 2515.01.B.5 Appearance and Finish
- 2515.01.B.5.a Color of like finishes must be color-fast, uniform and compatible between pieces manufactured in the same plant; between pieces made in various plants, and from one production cut to another.
 - 2515.01.B.5.b Each finishing material must be formulated and individually batch-checked to insure compatibility with the batch and every other material used to produce a color-fast finishing system.
 - 2515.01.B.5.c Distressing, shading, highlighting and spatter in any one group must be consistent and uniform between pieces and plants and from one cut to another.
 - 2515.01.B.5.d Interior surfaces of compartments and drawers must be free of dirt, dust, shavings or any foreign matter before finishing.
 - 2515.01.B.5.e Finish must be rubbed to required smoothness and sheen and must be sufficiently dry to prevent marring or printing on the surface when packed. Finishes rubbed through are not acceptable.
 - 2515.01.B.5.f Edges and backs of doors and drawers must be finished to be compatible with exterior.
 - 2515.01.B.5.g Excess pumice, oil, wax and rubbing compound must be wiped clean after rubbing.
 - 2515.01.B.5.h Finishing:
 - 2515.01.B.5.h.1 Spray with stain and/or washcoat and/or toner.
 - 2515.01.B.5.h.2 Spray with filler as required to properly fill wood pores, remove all excess filler and allow to dry.

- 2515.01.B.5.h.3 Spray with sealer of not less than 16 to 20 percent solid content.
- 2515.01.B.5.h.4 Sand sealer smooth, finishing with paper.
- 2515.01.B.5.h.5 Shade with shading stain as required to obtain uniform color and effect.
- 2515.01.B.5.h.6 Glaze when required for effect and wipe.
- 2515.01.B.5.h.7 Spray two coats of moisture-resistant catalyzed finish.
- 2515.01.B.5.h.8 Rub with steel wool, wet or dry finishing paper, wax and wipe clean as desired for the required sheen specified.
- 2515.01.B.5.h.9 Clean laminate surfaces with cleaning agents and wipe dry.
- 2515.01.B.5.h.10 Finishing must be performed according to local guidelines of Finish System Standards for a 'Premium Grade' better in the US or custom grade quality in Asia Pacific and Europe. All wood must be finished with a commercial grade conversion lacquer finish to withstand water and alcohol.
- 2515.01.B.5.h.11 For Closed Grain Woods, finishing steps must be as follows:
 - 1. Vinyl Washcoat
 - 2. Stain
 - 3. Vinyl Sealer
 - 4. Sand (220 Grit)
 - 5. Top Coat
 - 6. Top Coat
- 2515.01.B.5.h.12 For Open Grain Woods, finishing steps must be as follows:
 - 1. Stain
 - 2. Vinyl Sealer
 - 3. Sand (220 Grit)
 - 4. Top Coat
 - 5. Top Coat
- 2515.01.B.5.i Lacquer painted surfaces are not allowed.
- 2515.01.B.5.j Lacquer Finishes
 - 2515.01.B.5.j.1 Polyurethane Lacquer
 - 2515.01.B.5.j.1.a The use of polyurethane lacquer (PU) is required when there is no glass, stone or laminate top. This finish is for interior use only, as to maintain the appearance of the piece for a minimum of ten years.
 - 2515.01.B.5.j.1.a.1 PU 100 Gloss - This finish is a polyurethane Clear Lacquer with a H99-03 (NY) Polyfunctional Isocyanurate Hardner leaving a clear gloss of greater than 90 degrees.
 - 2515.01.B.5.j.1.a.2 PU 50 Matt - This finish is a Polyurethane Satin Clear Lacquer with a 98- HO Polyfunctional Isocyanurate Hardner leaving a milky appearance with a gloss of 45-50 degrees.

2515.01.B.5.j.2 Catalyzed Lacquer

2515.01.B.5.j.2.a They are a two part system, the lacquer and the catalyst. A post cat conversion varnish is the standard of the industry for most cabinetry. It is a hard, durable and chemical resistant finish. It is slower to dry than a pre cat or nitrocellulose lacquer. But because there is a high catalyst ratio it will cure to about 85 percent within a 24 hour period. You must use it in a controlled environment. It needs to be greater than 65° F/18° C to be used, otherwise it will fail to crosslink properly and you will get a much reduced durability. Catalyzed Lacquer is a solvent based finish that has cross-linking properties to form a more durable surface.

2515.01.B.5.j.2.a.1 Pre-catalyzed has the catalyst added at the factory, where with post-catalyzed, you add the catalyst at the time of use. Pre-cats are generally a little slower in dry time and cure because the catalyst is not as powerful, or "hot." There are also blocker solvents in the lacquer that help prevent the chemical reaction from taking place in the can. This results in long pot lives, six months or better, and no hassle with adding catalyst.

2515.01.B.5.j.2.a.2 Post-catalyzed lacquers dry and cure faster, and are better for high production uses.

2515.01.B.5.k Furniture must have the same quality finish on all sides.

2515.01.B.6 Performance

2515.01.B.6.a Drawers and doors must be fitted, properly aligned and must operate smoothly under various atmospheric conditions.

2515.01.B.6.b All doors, drawers, leg mechanisms, trays and other operating parts must be well fitted, properly aligned and operate smoothly without loose or sloppy action.

2515.01.B.6.c Doors must not rub, rattle or be warped. Hinges must operate smoothly and quietly with no binding or other defect to affect performance.

2515.01.B.6.d All tops and structural members must be warp-free.

2515.01.B.6.e Hardware, both trim and functional, must be straight and firmly attached.

2515.01.C Upholstered Furniture

2515.01.C.1 Not Applicable to this Brand

2515.01.C.2 Not Applicable to this Brand

2515.01.C.3 Upholstered furniture may not be fully upholstered in vinyl. Vinyl is permitted on seats only. Vinyl welts are not allowed.

2515.01.C.4 Upholstered furniture must meet the following requirements:

2515.01.C.4.a Adhesive reinforced seams as necessary

2515.01.C.4.b Lined flounces

2515.01.C.4.c Sleeper deck flap

2515.01.C.4.d Non-corrosive rust proof zippers

2515.01.C.4.e Non-corrosive, heavy duty, nylon carpet glides to fit the footprint of the leg. The appropriate glides are required on all dining chairs and bar stools to eliminate damage to the flooring material.

- 2515.01.C.4.f Components (fabric, decking material, filling/padding, welt cord and barrier material, if used) must be tested in accordance with local fire regulations. Salt-base flame-retardant chemicals are not to be used.
- 2515.01.C.4.g All flame retardant certificates of compliance must be provided to the hotel for all components of the upholstered items.
- 2515.01.C.4.h Frame requirements:
 - 2515.01.C.4.h.1 Joints are double doweled, glued and screwed.
 - 2515.01.C.4.h.2 Corner blocked, gusseted, glued and screwed as necessary.
 - 2515.01.C.4.h.3 Metal or sleigh base for some applications.
- 2515.01.C.4.i Seat spring requirements:
 - 2515.01.C.4.i.1 Sinuous (No-sag) construction
 - 2515.01.C.4.i.2 8 gauge spring wire
 - 2515.01.C.4.i.3 4"/102 mm or less spacing on center
 - 2515.01.C.4.i.4 Noise abating coated spring clips
 - 2515.01.C.4.i.5 Lateral stabilizing wrapped edge wire
 - 2515.01.C.4.i.6 2 oz. bonded polyester deck insulator
 - 2515.01.C.4.i.7 Springs must be hand-tied, connecting insulated wire
 - 2515.01.C.4.i.8 Universal springs must have lifetime guarantees
- 2515.01.C.4.j Back spring requirements:
 - 2515.01.C.4.j.1 Sinuous (No-sag) construction
 - 2515.01.C.4.j.2 11 or 12 gauge wire
 - 2515.01.C.4.j.3 Lateral stabilizing wrapped edge wire
 - 2515.01.C.4.j.4 Noise abating coated spring clips
- 2515.01.C.4.k Body padding requirements:
 - 2515.01.C.4.k.1 1.8 density polyurethane of appropriate I.L.D. (Initial Load Deflection)
 - 2515.01.C.4.k.2 Minimum of 2 oz. bonded polyester fiber
- 2515.01.C.4.l Seat cushion requirements:
 - 2515.01.C.4.l.1 Guestrooms:

a. Seats: Minimum 1.8 density polyurethane with an I.L.D. (Initial Load Deflection) of 24-32 foam with a soft crown.

b. Back Cushions: 1.8 density polyurethane with an I.L.D. (Initial Load Deflection) of 18 I.L.D. foam.

2515.01.C.4.l.2

Public Areas:

a. Seats: Minimum 2.2 density polyurethane with an I.L.D. (Initial Load Deflection) of 24-32 foam with a soft crown.

b. Back Cushions: 1.8 density polyurethane with an I.L.D. (Initial Load Deflection) of 18 I.L.D. foam.

2515.01.C.4.l.3 Wherever urethane foam cushioning is utilized in seating, it must be combustion modified high resiliency (ICMR foam in the US and CMHR in Europe).

2515.01.C.4.l.4 Cushions and back pillows must be poly-dacron and wrapped with muslin and must pass local, state, and federal code requirements. Cushion covers must have security clips in US and non-corrosive zippers as required for cleaning ease.

2515.01.C.4.m Back pillow requirements:

2515.01.C.4.m.1 2.25 density high resilience polyurethane with an I.L.D. (Initial Load Deflection) of 18 I.L.D.

2515.01.C.4.m.2 Wrapped in polyester fiber or down proof bag enclosing non-bonded polyester fiber

2515.01.C.4.n Fabric requirements:

2515.01.C.4.n.1 Not Applicable to this Brand

2515.01.C.4.n.2 Stain resistant finish is required.

2515.01.C.4.n.3 Fabric backing must be acrylic, latex or knit.

2515.01.C.5 Upholstered furniture must be fully upholstered on all sides.

2515.01.C.6 Decorative Pillows insert must be microfiber; 0.7 denier hollow conjugated siliconized microfiber or finer than 1.3 denier.

2515.01.D Sofa Bed

2515.01.D.1 General Requirements

2515.01.D.1.a Solid double-doweled hardwood frame and platform base reinforced with metal with no protruding metal bars, springs or casters under the bed with a standard bed height of 20"/508 mm with solid birch hardwood slats. Traditional eight-way, hand-tied suspension is optional. Single coil springs are attached with links and hand-tied to each other for elasticity in the seat.

2515.01.D.1.b Not Applicable to this Brand

2515.01.D.1.c High quality 4/4 kiln dried hardwood and laminate panel board construction with fasteners and reinforced mechanisms. Cushions must be 8 gauge sinuous construction with 1.8 # of highly resilient foam or 25 innersprings per cushion wrapped with Dacron.

2515.01.D.1.d All materials to meet or exceed CA TB – 117, TB-1633 and local regulatory guidelines.

2515.01.D.2 Sleeper Mechanism

2515.01.D.2.a Mechanism is a one-piece heavy gauge tubular steel.

2515.01.D.2.b No metal bars or springs under the bed.

2515.01.D.2.c Heavy duty square tubular frame construction.

2515.01.D.2.d Mattress platform must be removable.

2515.01.D.2.e Mechanism not to require lifting to exceed 1"/25 mm.

2515.01.D.2.f Mechanism must roll out on four heavy duty wheels.

2515.01.D.2.g Available Sizes:

60"/1.5 m width

52"/1.3 m width

2515.01.D.2.h 5 year warranty on mechanism

2515.01.D.3 Sleeper Mattress

2515.01.D.3.a

Mattress Options:

All sleeper mattresses must fit the sleeper sofa mechanism.

Heavy Duty Contract: 72"/1.82 m long, 5.25"/1.33 mm high, 294 coil count, 13 gauge steel wire, CFR TB 1632 and CFR TB 1633 compliant.

Pillow Top: 76"/1.93 m long, 8.5"/216 mm high with Z-coil construction.

Memory Foam: 80"/2.03 m long, 5"/125 mm high thick plush, premium high-density, fire retardant foam throughout entire mattress with no coils or springs that is easily replaced through a concealed zipper cover.

2515.01.D.3.b Not Applicable to this Brand

2515.01.D.3.c Not Applicable to this Brand

2515.01.D.3.d Mattress must be high grade 2.5 # density foam easily replaced through concealed zipper cover using standard size sheets.

2515.01.D.3.e Damask ticking fabric quilted to a layer of 1.5 oz. hypoallergenic fiber.

2515.01.D.3.f 1"/25 mm layer of 1.5 oz. hypo-allergenic densified fiber to be upholstered between quilted top panel and two pieces of ¼"/6.0 mm fiber insulator pad.

2515.01.D.3.g 6"/150 mm premium innerspring unit, 4-turn contract spring unit made of 13.5 gauge wire coils.

2515.01.D.3.h Coil count: queen – 345, full – 299

2515.01.E Outdoor Furniture

2515.01.E.1 All pool and balcony furniture must be weighted for coastal and areas with high winds.

Weight guidelines:

Chaise: 40 lbs/18.1 kg-50 lbs/22.7 kg

Dining Chair: 20 lbs/9.1 kg

Barstool: 20 lbs/9.1 kg

Dining Table Bases: 110 lbs/49.9 kg

Dining Table Tops: 50 lbs/22.7 kg

Tea Table Top and Base: 10 lbs/4.5 kg

2515.01.E.2 Frames/Table Bases

2515.01.E.2.a Metal Finishes: All outdoor furniture frames must be made of wrought aluminum, cast aluminum or steel; sealed; powder coat finish to avoid corrosion and rusting.

2515.01.E.2.b Wood Finishes: If wood is used, the minimum wood used must be a natural premium teak (if intended to patina or age); sealed premium teak (if original color is to be maintained); no other types of woods are acceptable.

2515.01.E.2.c Woven: Woven must consist of an all-weather product (i.e., A026 Polystrap) or polyurethane resin fibers; resistant to harsh weather; UV rated.

2515.01.E.2.d Composite/Synthetic:

2515.01.E.2.d.1 Composite: woods must be made of Marine Grade Polymer (MGP)

2515.01.E.2.d.2 Synthetic: woods 100 percent recycled polyethylene plastic; pre-dyed coloring to avoid against fading; UV stabilizers; seat slats must have slight flex for extra comfort.

2515.01.E.2.d.3 Polywood: Lumber must be made from high-density polyethylene (HDPE), UV-inhibited pigment systems, foaming compounds, and selected process additives. The HDPE primary raw material must be derived from post-consumer bottle waste, such as milk and detergent bottles or other HDPE post industrial material. This material must be cleaned by a decontamination process to a high purity level, which removes contaminants such as food residue, paper, and adhesives. It must then compounded into a rigid board stock material; with the resulting finished product containing over 90 percent recycled plastic by weight.

2515.01.E.3 Table Tops

2515.01.E.3.a Glass: Glass tops are not acceptable.

2515.01.E.3.b Wood: Wood tops must be sealed with a clear coat polyurethane.

2515.01.E.3.c Composite/Synthetic Wood:

2515.01.E.3.c.1 Composite: Woods must be made of Marine Grade Polymer (MGP)

2515.01.E.3.c.2 Synthetic: Woods 100 percent recycled polyethylene plastic; pre-dyed coloring to avoid against fading; UV stabilizers.

2515.01.E.3.d Stone: Stone tops must be sealed; with smooth edges and secured to the table base.

2515.01.E.3.e

Composite/Synthetic Stone:

Quarizz: This is an MDF center with a sealed concrete exterior; epoxy undercoat with Tiger Drylac top coat and is suitable for outdoor areas.

2515.01.E.3.f Acrylic: Requires a removable metal rim with diameter cross supports; minimum thickness of .22"/5.6 mm for tea tables; minimum .50"/12.7 mm for dining tables and of a textured pattern, as not to show scratches.

2515.01.E.4 Table Glides:

Outdoor tables exceeding 24"/600 mm must have heavy duty nylon (plastic not acceptable) adjustable glides that are weather resistant and suitable for various types of flooring finishes.

2515.01.E.5 Cushions

2515.01.E.5.a Dacron Foam: minimum of 2.8 lb/1.3 kg density with a polyester cushion padding resistant to harsh weather conditions; quick drying; mildew resistant; meets CAL TB Section 3; ASTM D 3675 Flame Spread; ASTM E 662 Smoke Density.

2515.01.E.5.b Dry Ease Foam: 50 ILD EZ-Dry Foam with pore size of 35 ppi; density 2.0 lbs./ft³ ; tensile 8.0 psi; elongation 25 percent; tear 2.0 lbs/in; IFD 25R (15" x 15" x 4"/375 mm x 375 mm x 100 mm) 50 lbs; 50 percent compression set at 15 percent.

2515.01.E.5.c Fabric : must be a solution dyed acrylic fabric; rated specifically for outdoor use; stain treatment; meets all regulatory guidelines.

2515.01.E.5.d Cushions: must be removable and have a non-corrosive, coordinating zipper; color must coordinate with complimentary fabric.

2515.01.E.6 Chaise lounges used in sandy areas are required to use a sleigh/sled style base frame.

2515.01.E.7 Lounge chairs must have a minimum seat height of 16.5"/420 mm.

2515.02 Fabrics

2515.02.A Fabric Selection Requirements

All fabric selections must meet the following:

2515.02.A.1 Be of heavy duty contract quality.

2515.02.A.2 Not Applicable to this Brand

2515.02.A.3 Comply with the following rub tests:

2515.02.A.3.a

Upholstery and pillow fabrics: 30,000 DR Wyzenbeeck or equivalent.

2515.02.A.3.b Light fastness: 40 hours. Test method: A.A.T.C.C. (American Association of Textile Chemists and Colorists, www.aatcc.org/) or regional testing.

2515.02.A.4 Comply with the local fire regulations or the following, whichever is more stringent.

2515.02.A.4.a Interior drapery fabrics used must meet the following codes:

2515.02.A.4.a.1 NFPA 701

2515.02.A.4.a.2 Proof of compliance is required by either a sewn-in manufacturer's tag or a letter on file from the manufacturer.

2515.02.A.4.b Upholstery fabrics used must meet the following codes:

2515.02.A.4.b.1 NFPA 260

2515.02.A.4.c Decorative pillow and bed valance/skirt fabric used must meet the following codes:

2515.02.A.4.c.1 EN1021 Parts 1 & 2

2515.02.A.5 Flame retardant certificates of compliance must be provided to the property.

2515.02.A.6 Stain treatment is required on all upholstery and decorative pillow fabrics.

2515.02.A.7 *Not Applicable to this Brand*

2515.02.A.8

Upholstery vinyls must be 100% polyvinyl chloride (PVC) or polyurethane (PU) faced vinyl. PU must come with testing to show that the product exceeds ISO 1419 (Tropical Test Method C, 5 weeks).

a. Backings : Single direction knits and suede backing are not acceptable.

b. Stain resistance: Guestroom vinyl to exhibit durable stain resistance and release of stains from food, drinks and writing instruments using common cleaning agents. Vinyl must demonstrate release of stains such as black coffee, red wine, ballpoint pen, mustard, iodine and denim color transfer after being pressed into the surface at a load of one psi for one minute followed by an aging period of 24 hours. The minimal stain rating following cleaning should be a 4.5 using the AATCC gray scale (5.0 = no change). The stain resistance must not be imparted using a sacrificial top layer; rather, cleaning resistance must be repeatable and the appearance must not be changed by cleaning. These properties must exist after 30,000 double rubs on the Wyzenbeek machine.

2515.03 Window Treatment

2515.03.A Window Treatment

2515.03.A.1 Window treatments are not required on transom, clerestory, pool (exterior windows), and fitness center (exterior windows). For security purposes window treatments are not permitted on vision panels and/or side lights at Business Center, Guest Laundry, and Fitness Center entry doors.

2515.03.A.2 Wood plantation shutters are required to have an applied paint or catalyzed lacquer finish. Exposed wood is not allowed.

- 2515.03.A.3 Draperies must be constructed of material with a minimum width of 54"/1.37 m and a weight of 1.70 pounds per linear yard. All exposed edges must be covered by drapery returns. All draperies must be 1/2"/12 mm off the finished floor.
- 2515.03.A.4 All batons must be heavy duty, minimum 3/8" diameter and installed on the front of panels 42"/1.07 m AFF in a color complimentary to the fabric.
- 2515.03.A.5 Public Areas
- 2515.03.A.5.a Public area windows must be covered with draperies, sheer curtains, and/or plantation blinds and/or wood plantation shutters (2"/50 mm slats).
 - 2515.03.A.5.b Not Applicable to this Brand
 - 2515.03.A.5.c Vision panels and/or side lights at the entry door to public spaces are not to receive window treatments and must be left uncovered for security purposes.
 - 2515.03.A.5.d All windows in public areas must have a valance. The valance must be fabric or painted wood cornices.
- 2515.03.A.6 Not Applicable to this Brand
- 2515.03.A.7 Guestroom Window Treatment
- 2515.03.A.7.a Window treatments in typical guestrooms must include over drapery that is blackout lined and a decorative sheer or a decorative sheer over colored blackouts. Three (3) pass blackout is required.
 - 2515.03.A.7.b Window treatments must be custom-tabled for exact size. All selvages to be removed. All patterns must be horizontally & vertically matched.
 - 2515.03.A.7.c Not Applicable to this Brand
 - 2515.03.A.7.d Window treatments must have a 1/4"/6.0 mm clearance at the ceiling mount.
 - 2515.03.A.7.e Bottom of window treatments must be 1/2"/12.0 mm clear above the finished floor; actual clearance may vary from 1/4"/6.0 mm to 1/2"/12.0 mm.
 - 2515.03.A.7.f Not Applicable to this Brand
 - 2515.03.A.7.g All window treatments must have a minimum of 4"/100 mm overlap.
 - 2515.03.A.7.h Not Applicable to this Brand
 - 2515.03.A.7.i Top Treatment
 - 2515.03.A.7.i.1 Fabric valances or cornices are not allowed; architectural details such as window pockets, soffits, crown moldings, etc., which conceal the drapery hardware is required. Overlapping is required.
 - 2515.03.A.7.j Over Drapery
 - 2515.03.A.7.j.1 Over drapes must be full traversing, stationary side panels, or tied back, to complement the design format. All over drapery must be lined with the exception of colored blackouts.
 - 2515.03.A.7.j.2 Over drapery lined fullness must be twice the width of the opening when measured across the finished hem plus overlaps and returns. This equates to 250 percent for Pinch Pleat drapery fabrication, 120 percent for sheer fabrication and 100 percent for Ripplefold drapery fabrication.

2515.03.A.7.j.3 Not Applicable to this Brand

2515.03.A.7.j.4 Fabric for over drapery must be as follows:

2515.03.A.7.j.4.a 100 percent cotton, 100 percent polyester and 100 percent Trevira CS is acceptable. All polyester fabric to be of a low pill continuous filament fiber.

2515.03.A.7.j.4.b Not Applicable to this Brand

2515.03.A.7.j.4.c Over drapery fabric used for side panels must be lined with blackout material or inherently act as blackout.

2515.03.A.7.j.4.d Drapery fabrics, excluding sheers and blackouts must maintain a minimum weight of 7 oz per linear yard based on 54"/1.37 m width.

2515.03.A.7.j.4.e Cotton at 180 (1.8 yd /lb) - 133 (1.33 yd /lb).

2515.03.A.7.j.4.f 100 percent polyester at 7-11 oz /yd based on 54"/1.37 m width (9 oz/yd preferred).

2515.03.A.7.k Blackout Drapery

2515.03.A.7.k.1 Fabric for blackout drapery must be as follows:

2515.03.A.7.k.1.a Two-pass soft blackout lining is the minimum requirement for guestrooms.

2515.03.A.7.k.1.b Color: White or ecru to outside, gray unfinished cotton mesh to inside. If over drapery is a light color, then blackout material must be finished on both sides (three pass).

2515.03.A.7.k.1.c Fiber content: 70 percent polyester/30 percent cotton or 100 percent polyester with two foam passes to create blackout.

2515.03.A.7.k.1.d Thread count: 78 x 44 per square inch or equal.

2515.03.A.7.k.1.e A printed blackout drapery is allowed.

2515.03.A.7.k.2 Blackout drapery fullness must be twice the width of the opening when measured across the finished hem plus overlaps and returns. This equates to 200 percent for Pinch Pleat drapery fabrication and 120 percent for Ripplefold drapery fabrication.

2515.03.A.7.k.3 Three-Pass blackout lining is required for all separate blackout drapery and with over drapery fabric which may be adversely affected from bleed-through of the unfinished gray side of a two pass blackout material. It must comply with the following:

2515.03.A.7.k.3.a Weight: 1.16 yd/lb (48"/1.20 m wide) and 1.12 yd/lb (54"/1.37 m wide)

2515.03.A.7.k.3.b Color: White or ecru to outside, white or ivory to inside (NOTE: Other colors to inside may be acceptable depending on design. Brand Management approval required.)

2515.03.A.7.k.3.c Fiber content and process: 100 percent polyester with three foam passes to create blackout.

2515.03.A.7.k.3.d Thread count: 78 x 54 per square inch or equal.

2515.03.A.7.l Side Panels

2515.03.A.7.l.1 Side panels must be 200 - 250 percent fullness. Finished widths of stationary side panels are 28"/71 cm (1-1/2 widths of 48"/1.20 m wide fabric) and 30"/76 cm (1-1/2 widths of 54"/1.37 m wide fabric).

2515.03.A.7.m Sheers

2515.03.A.7.m.1 Sheer or casement drapery fullness must be 2-1/2 times the width of the opening when measured across the finished hem plus overlaps and returns. This equates to 250 percent for Pinch Pleat drapery fabrication and 120 percent for Ripplefold drapery fabrication.

2515.03.A.7.n Not Applicable to this Brand

2515.03.A.7.o Not Applicable to this Brand

2515.03.A.7.p Not Applicable to this Brand

2515.03.A.7.q Drapery Hardware

2515.03.A.7.q.1 All hardware must be affixed by drill and plug method. "Shot" installation is not allowed.

2515.03.A.7.q.2 Installation must be a two-track or three-track system.

2515.03.A.7.q.2.a Three-track systems must have individual tracks for sheers, blackouts and over drapery. When fixed side-hanging over drapes are used, short tracks or rods approximately equal in length to the over drapes are required.

2515.03.A.7.q.2.b Two-track installations must consist of individual rods for sheers and full-traverse over drapes with sewn-in blackout lining.

2515.03.A.7.q.3 Cordless hand-drawn track must be used.

2515.03.A.7.q.4 All draperies with lined and unlined headings must be pinned and hung evenly with non-corrosive heavy duty stainless steel hooks and/or Microflex pins.

2515.03.A.7.q.5 Exposed drapery tracks are not allowed.

2515.03.A.7.q.6 All batons must be heavy duty and installed on the front of panels 42"/1.07 m AFF.

2515.03.A.7.q.7 All batons must be in a color complimentary to the fabric.

2515.03.A.7.q.8 Not Applicable to this Brand

2515.03.A.7.q.9 When used, roman valances must be attached by means of Velcro fastener; one part of which must be sewn to valance, one part of which must be glued to the track. Ensure that there are no light leaks at the perimeter.

2515.03.A.7.r Motorized Blinds

2515.03.A.7.r.1 Must be contract grade.

2515.03.A.7.r.2 Must be inside window mount.

2515.03.A.7.r.3 Must be 99% blackout.

2515.03.A.7.r.4 COM must be of contract grade and meet local fire regulations.

2515.03.A.7.r.5 No more than 1/16"/1.6 mm clearance is allowed on each side.

2515.03.A.7.r.6 Wall switch or remote controls are acceptable.

2515.03.A.7.s Manual Blinds

2515.03.A.7.s.1 Must be contract grade.

2515.03.A.7.s.2 Must be inside window mount.

2515.03.A.7.s.3 Must be 99% blackout.

2515.03.A.7.s.4 COM must be of contract grade and meet local fire regulations.

2515.03.A.7.s.5 No more than 1/16"/1.6 mm clearance is allowed on each side.

2515.03.A.7.s.6 Chain pulls must be secured at the bottom.

2515.04 Top Surfaces

2515.04.A Top Surfaces Definition

Top surfaces are all tabletops or countertops or other horizontal interior architectural element that people can touch.

2515.04.B Top Surface Material Requirements

Materials used must meet the performance criteria that follows:

2515.04.B.1 Structural integrity as required for intended use without deflection

2515.04.B.2 Solid, non-porous material or veneer without exposed veneer edges

2515.04.B.3 Impact and scratch resistant

2515.04.B.4 Resistant to damage from standing water

2515.04.B.5 Non-corrosive material

2515.04.B.6 Washable with standard non-toxic housekeeping chemicals

2515.04.B.7 Marble must be 3/4"/20 mm thick with polished edges on exposed sides and must have a tuff skin protective coating.

2515.04.B.8 Countertop materials used in food preparation and serving areas must be resistant to damage from heat.

2515.04.C Fully Supported Tempered Glass Surfaces

Tempered glass surfaces must be a minimum of 1/4"/6.0 mm when fully supported.

2515.04.D Unsupported Tempered Glass Surfaces

Tempered glass surfaces must be 3/8"/10.0 mm– 1/2"/12.0 mm when not fully supported.

2515.04.E Overall Top Surface

An overall top surface minimum thickness of 3/4"/19 mm is required when a laminate top is used.

2515.04.F Porous Stone Tops

All porous stone tops must be properly sealed upon installation. The use of a tuff skin sealer or an equivalent is required.

2515.04.G Fixed Glass & Bumpers

Glass must be fixed. Provide clear acrylic bumpers adequate for size of top of table/case piece.

2515.04.H PLAM Requirements

Plastic laminate tops must be surfaced with high pressure laminate with a minimum 45 lb/20 kg density industrial grade MDF core with fine face particles and proper backing sheet to prevent warping. Tops must be laminated using contact, semi-rigid (PVAC), or rigid (ureas, resorcinol) adhesives, to provide for type two bonding. A "V" groove 1/16"/2 mm deep is required for all inset laminate tops with a solid wood edging sanded smooth. All patterned plastic laminate must be matched exactly at joints. The finished appearance of the plastic laminate must be free from blisters, cracks or any other defects due to faulty workmanship.

2515.04.I Stone Top Requirements

Stone top must have plywood sub-top, painted black. Top must be glued and screwed to base of casegood. All exposed surfaces must be sealed with an approved impregnator and penetrating sealer to protect stone from water, alcohol, and chemical stains.

2515.04.J Top Surface Construction Approval

The construction of the top surface must be approved on an individual basis by Hilton as being aesthetically appropriate for the Brand and the specific context of the design.

2515.05 Art

2515.05.A Artwork Framing Standards - Public Areas:

2515.05.A.1 Mounting

2515.05.A.1.a Paper art must be dry mounted to prevent buckling with the following exceptions:

2515.05.A.1.a.1 Expensive pieces whose value will be jeopardized. Proper conservational mounting techniques may be used, such as T hinges made from acid free linen tape.

2515.05.A.1.a.2 Dimensional art or where dry mounting is impossible.

2515.05.A.1.a.3 Free floating pieces

2515.05.A.1.b Photographs must be mounted if possible. Valuable photographs may be mounted using conservation adhesive tissues and backing boards.

2515.05.A.2 Matboards

2515.05.A.2.a Conservation of artwork requires either an acid free rag matboard, or at minimum an alpha cellulose board. Approved brands are Bainbridge Alphamat, Crescent Rag, Larson Juhl Artique and Rising.

2515.05.A.2.b White core matt must be used for all matt situations.

2515.05.A.3 Glass

2515.05.A.3.a Regular framer's glass is acceptable. A conservation glass, such as 98 percent UV protected, is preferred for valuable pieces.

2515.05.A.3.b Plexiglas is acceptable for larger pieces in excess of 48"/1.2 m in width; however, it must be a UV Plexiglas product if the art is of significant value. UV Plexiglas does have some coloration to it and may obscure the artwork.

2515.05.A.3.c Reflection controlled glass or Plexiglas must be used at bright sunlight areas.

2515.05.A.3.d Museum quality glass must be used for artwork of the highest caliber.

2515.05.A.3.e A minimum glass thickness of 3/16"/5.0 mm is required.

2515.05.A.4 Frames

2515.05.A.4.a Wooden moldings are preferred.

2515.05.A.4.b Framers must minimize the potential of powder post beetles and avoid wood species that may be prone to infestations.

2515.05.A.4.c All frames must be sealed with either a paper moisture barrier or tape.

2515.05.A.5 Boxing and Crating

2515.05.A.5.a Artwork must be boxed and crated to minimize risk of damage in transit.

2515.05.A.5.b Frame corners must be applied and adhered so that they do not come off until removed by the installation teams. Some form of protection, such as bubble wrap, must be used around each of the frames.

2515.05.A.5.c When boxing/crating canvases, the surface of the artwork must be protected from potential damage caused by movement or scuffing while in transit.

2515.05.A.6 Signage identifying artwork must not be used without prior approval from Hilton.

2515.05.B Contract Framing Standards - Guestrooms

2515.05.B.1 Mounting

2515.05.B.1.a Wet or dry mount to foamcore is acceptable.

2515.05.B.1.b Unique specifications or art type require an alternative method of display, such as shadow boxing.

2515.05.B.2 Matboards

2515.05.B.2.a Matboards must be white core regular matboard or better.

2515.05.B.3 Glass

2515.05.B.3.a Regular framer's glass is acceptable.

2515.05.B.3.b Reflection control glass must be used in areas affected by sunlight.

2515.05.B.4 Frames

2515.05.B.4.a Wooden moldings are preferred.

2515.05.B.4.b MDF core frames are acceptable upon prior approval by Hilton.

2515.05.B.4.c When fitted, all frames must be sealed with either a backing paper or tape.

2515.05.B.5 Boxing/Crating

2515.05.B.5.a Artwork must be boxed and palletized.

2515.05.B.5.b Frames must be cornered to prevent damage both in shipping and for movement during installation.

2515.05.B.5.c Frames must be boxed face to face and back to back. Where necessary, additional cardboard must be used between the faces to prevent potential damage to moldings.

2515.05.B.6 Security Hardware

2515.05.B.6.a Artwork must be supplied with a T-screw locking system or other approved method.

2515.05.B.6.b Lighter artwork may utilize standard brackets at top. Heavier items, especially mirrors, must use a Z-bar or similar cleat at top as well as a T-screw lock at bottom.

2515.05.B.7 Signage identifying artwork must not be used without prior approval from Hilton.

2515.06 Mirrors

2515.06.A Mirror Requirements

Mirrors must be 3/16"/4 mm – 1/4"/6 mm polished with vinyl backing/vinyl safety back, free of distortion. Mirrors must be fabricated of polished plate glass. All mirrors must be guaranteed against silver oxidation. All mirrors must be mounted on hardwood or masonite backing at a minimum 3/16" thickness.

2515.06.B Frames

2515.06.B.1 Wooden moldings are preferred.

2515.06.B.2 Framers must minimize the potential of powder post beetles and avoid wood species that may be prone to infestations.

2515.06.B.3 All frames must be sealed with either a paper moisture barrier or tape.

2515.06.B.4 MDF frames are not allowed in bathrooms or other areas in close proximity to moisture.

2515.06.C Mirror Installation Requirements

All mirrors must be installed with tamper-proof 3-point (4-point must be used on larger pieces) security mounting hardware appropriate for wall condition and weight of mirror for a complete and finished installation.

2516.00 Fire Protection and Life Safety Requirements

2516.01 Administration

2516.01.A Applicability

2516.01.A.1 This standard details fire and life safety requirements for the design and construction of new properties, conversion of existing properties and the renovation of existing properties under the Hilton Portfolio of Brands. These requirements are applicable to all properties within the Hilton system including owned, managed and franchised properties.

2516.01.A.2 The requirements are performance-based with the goal of safeguarding guests and team members from fire incidents within all Hilton properties.

2516.01.B Compliance with Standards

2516.01.B.1 Where the requirements of local, regional and/or national authorities (i.e. the Authority Having Jurisdiction hereafter, AHJ) exceed those prescribed by Hilton, the more stringent standard must be followed. Conflicts between applicable standards must be referred to Hilton's Architecture and Construction group for review and resolution. Where a clearly recognized AHJ does not exercise jurisdiction, Hilton reserves the right to specify additional fire and life safety standards applicable to a project or property.

2516.01.B.2 In the event of unusual circumstances, alternative design approaches may be considered. Nothing within these standards is intended to prevent the use of systems, methods or devices of equivalent or superior quality, strength, fire resistance, effectiveness, durability and safety.

2516.02 Fire Rated Construction

2516.02.A Minimum Fire Ratings

Minimum fire ratings for construction elements must be utilized in accordance with the construction codes as identified per the requirements of Section 2500.00. Where construction codes referenced in Section 2500.00 are not current and compatible with Section 2516.00, Hilton reserves the right to stipulate the use of alternate or supplemental construction codes. In addition, the following minimum standards apply.

2516.02.B Roof System Requirements

Roof systems, except for ancillary detached buildings, must be “class A, B, or C” rated as defined by Underwriters Laboratories (www.ul.com).

2516.02.C

Fire-resistive construction is required for the following areas. Structural support systems for these areas must be of equal or better fire rated construction. Exception: In existing low rise buildings constructed of reinforced concrete, no more than 6 vertical levels of travel and with a load of less than 75 guestrooms per egress stair, the stairs and elevator/lift shaft wall ratings can be reduced to one hour.

Area	One-Hour	Two-Hour
All floors, load-bearing walls, columns, and beams	X	
Between guest rooms*	X	
Between corridors and guest rooms*	X	
Rooms containing gas-fired equipment	X	
Laundry area perimeter	X	
Stairs and elevator/lift shafts	<Four-Stories	≥Four-Stories
Flue enclosure	<Four-Stories	≥Four-Stories
Linen chute	<Four-Stories	≥Four-Stories
Trash collection room*		X
Recyclable storage room*		X

*The rating may be reduced by half when the building is protected throughout with automatic sprinklers, where allowed by the local AHJ.

2516.02.D

Doors in fire-resistive partitions must be self closing with the following ratings where allowed by the local AHJ: In buildings that meet the Exception in 2516.02.C , the door ratings shall be no less than half the overall rating of the wall and never less than 30 minutes, where allowed by the local AHJ.

	Sprinklered	Non-Sprinklered
One-Hour Fire Resistive Walls	20 minute	30 minute
Two-Hour Fire-Resistive Walls	60 minute	90 minute
Guestroom Entry Doors	20 minute	30 minute

2516.02.E Mixed-Use Buildings Fire Separation

Mixed-use buildings must have a two-hour fire separation between the property and adjacent occupancy. This may be reduced to one-hour when the entire building is protected throughout with automatic sprinklers. Accessory areas, such as retail spaces, comprising less than 10 percent of the floor area are excluded from the separation requirement. Parking garages are not considered a separate use, unless the garage is shared as part of a mixed use complex with the following criteria: the garage must have a continuous two hour separation from all hotel areas, the garage must have smoke and CO detection interfaced to the hotel alarm panel, mechanical ventilation if 60 percent of the walls are not open to natural air flow, and standpipe system with hose stations (piping, hose and nozzles) located to allow for 100 percent coverage of the garage area.

2516.02.F Fire-rated Doors and Frames

Fire-rated doors and frames must be independently certified as fire rated in the country of installation by a national fire body authorized to certify such systems. A proprietary metal seal/sticker must be attached to the edge of the door and frame indicating the rating.

2516.02.G Fire Dampers

Fire dampers rated for 90 minutes must be provided in penetrations through two-hour partitions.

2516.02.H Fire-Resistive Construction Penetrations

All penetrations in fire-resistive construction must be protected with through penetration systems approved by Underwriters Laboratories, www.ul.com, or equal.

2516.03 Fire Suppression

2516.03.A General

2516.03.A.1 All buildings must be provided with comprehensive automatic fire sprinkler capability, except as noted within this Section.

2516.03.A.1.a Buildings less than 88'-6"/27 m in height are not required to be sprinkler protected. The height of the building is measured from the level of means of egress to the floor slab of the highest normally occupied guest level.

2516.03.A.1.b Guestroom bathrooms less than 90 ft²/8.4 m² with non-combustible fixtures and closets less than 24 ft²/2.2 m² are not required to be sprinkler protected.

2516.03.A.1.c High ceiling areas, including atriums, greater than 55'-0"/16.8 m are not required to be provided with automatic sprinkler protection at the ceiling level. Floor areas opening to such space require automatic sprinkler protection. Also reference Section 2516.04.C.12 for additional smoke detection requirements.

2516.03.A.1.d Small, typically non-occupied auxiliary structures, located remotely from principal buildings and containing non-critical functions are not required to be sprinkler protected.

2516.03.A.1.e Sprinklers are required in garages except when detached, above grade and having walls that are open at minimum 60 percent or as defined in 2516.02.E

2516.03.A.1.f Sprinklers are required in below grade spaces except when the aggregate occupant load is less than 50 persons for all below grade spaces. If the below grade occupancy load for the back of house is < 15 and there are two dedicated means of egress for the public areas, provide sprinklers in the public areas only as long as 2-hour construction separates the public areas from the back of house areas.

2516.03.A.2 Protective systems must be specified, installed and successfully commissioned in conformance with one of the following standards:

2516.03.A.2.a NFPA 13 Standard for the Installation of Sprinkler Systems – latest edition (www.nfpa.org)

2516.03.A.2.b EN 12845 Fixed Firefighting Systems – Automatic Sprinkler Systems –Design, Installation and Maintenance – latest edition (www.bsigroup.com)

2516.03.A.2.c GB 50084 – Automatic Sprinkler System Design Code – China – latest edition (www.china-fire.com)

2516.03.A.3 Automatic water mist systems may be substituted for automatic sprinklers subject to compliance with NFPA 750 (www.nfpa.org) and the approval of the local AHJ.

2516.03.B Automatic Sprinkler Protection

2516.03.B.1 Automatic sprinkler systems must be hydraulically designed by experienced and licensed fire protection design professionals subject to Hilton approval. At a minimum, systems must be designed using the following criteria:

2516.03.B.1.a Design areas (i.e. that area in the building used to establish minimum hydraulic demand requirements) must not be reduced below 1,500 ft²/139 m².

2516.03.B.1.b A minimum interior hose demand of 100 gpm/379 Lpm must be included in hydraulic demand calculations.

2516.03.B.1.c A safety factor of 10 percent must be applied to hydraulic demand calculations.

2516.03.B.2 Except for areas subject to freezing, wet pipe style automatic sprinkler protection must be provided in all areas. In areas subject to freezing, dry-pipe or anti-freeze style sprinkler protection must be provided. Electric heat tracing of piping and system components is prohibited.

2516.03.B.3 Reliable measures must be provided to maintain wet pipe fire protection piping and equipment at a minimum temperature of 40 °F/4 °C.

2516.03.B.4 Quick Response (QR) sprinklers must be used throughout automatic sprinkler systems, subject to installation criteria published by the manufacturer. The use of standard response sprinklers in existing buildings is permitted until such time as major renovation of the automatic sprinkler system(s) occurs.

2516.03.B.5 Non-concealed or recessed (ceiling or sidewall) sprinkler heads must have appropriate signage to discourage interaction with the device.

2516.03.B.6 Not Applicable to this Brand

2516.03.B.7 Consideration must be given to design and system component selection in areas subject to freezing (including unheated interior building spaces and freezers), corrosive atmospheres (pool areas, saunas and laundries) and exposure to salt air.

2516.03.B.8 Exposure to natural hazards must be included in the design and installation of systems as warranted including seismic loads, flood exposure and tornadoes.

2516.03.B.9 Systems must be zoned, at a minimum by guestroom floor.

2516.03.B.10 Provide an electrically supervised valve tamper switch for each system control valve. Electrically supervised water flow switches must be provided for each system zone as well as each riser.

2516.03.B.11 Properties being converted to a Hilton brand must be evaluated for the presence of failing, deteriorating, obsolete or recalled automatic sprinkler components. Continued service of these components must not be permitted:

2516.03.B.11.a Automatic sprinkler piping systems containing polybutylene piping, or ultra-thin wall piping such as Poz-Lok tubing.

2516.03.B.11.b CPVC piping exposed to incompatible chemicals, fire stopping material and other substances known to cause pipe failure.

2516.03.B.11.c Sprinkler components exhibiting microbiologically influenced corrosion (MIC).

2516.03.B.11.d Automatic sprinklers subject to recall and replacement by manufacturers notably Central Omega (recall date 1998) and Central O-Ring (recall date 2003) model sprinklers.

2516.03.C Standpipe and Hose Systems

2516.03.C.1 All properties must be provided with interior hose connections supplied by dedicated standpipe systems, or piping combined with automatic sprinkler systems, except as noted in this Section:

2516.03.C.1.a Buildings with the highest occupied floor less than 88'-6"/27 m above the level of exit discharge do not require a standpipe system unless building configurations or floor layouts do not permit hose deployment by local fire forces.

2516.03.C.2 For buildings protected by automatic sprinklers, standpipe systems and hose connections may be designed and installed for fire department or brigade service use only. Calculated interior hose demand must be 100 gpm/379 Lpm and provided through automatic means.

2516.03.C.3 For those buildings not provided with automatic sprinklers, standpipe systems must include complete hose stations (piping, hose and nozzles). Water supply must be of the wet/automatic style.

2516.03.C.3.a The water supply must be designed to provide a minimum flow rate of 500 gpm/1895 Lpm.

2516.03.C.3.b The minimum duration of flow must be 30 minutes.

2516.03.C.4 When the standpipe system is provided with a fire department connection, the local fire department must be consulted regarding available water supply.

2516.03.C.5 Diameter and threading of hose connections must be consistent with those used by firefighting forces responding to the property.

2516.03.C.6 Pressure at the nozzle tip must be 100 psi/6.9 bar.

2516.03.C.7 Pressure reducing mechanisms must be utilized where hose connection outlets exceed 175 psi/12 bar.

2516.03.D Water Supply Requirements

2516.03.D.1 A reliable water supply, capable of supplying the calculated, hydraulic requirements of the installed fire suppression systems, for a minimum period of 30 minutes, must be provided.

2516.03.D.2 The water supply must be provided by one or more of the following components:

2516.03.D.2.a Connection to a reliable municipal water supply.

2516.03.D.2.b Connection to a municipal water supply augmented with booster fire pump(s) to meet calculated requirements.

2516.03.D.2.c Connection to a fire pump(s) supplied by a water tank of sufficient capacity to meet calculated demands. In the event two or more fire pumps are provided, pump drivers will vary between electric motor driven and diesel engine driven units.

2516.03.D.2.d Connection to an elevated water storage tank.

2516.03.D.3 Exposure to natural hazards including seismic loads, flood exposure, severe wind load and tornadoes must be considered.

2516.03.D.4 Water supply components must be specifically designed and rated for fire protection service as approved by Underwriters Laboratories, www.ul.com, or equal.

2516.03.E Kitchen Hood and Duct Protection

2516.03.E.1 Where a kitchen hood exhaust system is used to control grease-laden vapors, the following fire protection systems and hood/duct construction criteria must be verified as being installed:

- 2516.03.E.1.a A fire suppression system designed for the installation in a kitchen hood to protect kitchen appliances and the kitchen hood exhaust system. The suppression system must provide protection of the kitchen cooking appliances, the kitchen exhaust hood, and the exhaust plenum portion of the hood connection to the exhaust duct.
- 2516.03.E.1.b The kitchen exhaust hood and the exhaust ducting must be solely dedicated to the exhaust of grease laden vapors and must be separated from all other exhaust systems.
- 2516.03.E.1.c The kitchen hood and exhaust ducting must not be constructed of any material that is subject to corrosion or heat degradation. No galvanized metal is allowed.
- 2516.03.E.1.d Kitchen exhaust duct system must be constructed and installed so that grease cannot collect or leak from any joint in any portion of the exhaust system.
- 2516.03.E.1.e Grease duct cleanout access panels must be provided to allow inspection and cleaning of all sections of the duct system. Access hatches must not be spaced more than 19'-8 5/8" / 6 m apart.
- 2516.03.E.1.f All sections of the exhaust duct must have a two-hour fire-resistive rating from the point of duct penetration of a ceiling, wall or floor to its exterior termination.
- 2516.03.E.1.g Clearance of the kitchen exhaust duct to the interior surface of combustible materials must be not less than 15-3/4" / 400 mm, or from noncombustible material must not be less than 6"/150 mm.

2516.03.E.2 New and replacement kitchen hood suppression systems referred to in 2516.03.E.1.a must be pre-engineered wet-chemical fire extinguishing systems rated compliant with UL 300 (www.ul.com) or GB 50016-2006 Clause 8.5.8 and provided with connection to the hotel's automatic sprinkler system or reliable water supply.

2516.03.E.3 A manual shut off and reset valve for the gas supply must be provided along the means of egress from the cooking area.

2516.03.F Fire Extinguishers

2516.03.F.1 Portable fire extinguishers must be provided and installed in accordance with the AHJ.

2516.03.F.2 Fire extinguishers must be contained in recessed cabinets in public spaces as allowed by the AHJ.

2516.03.F.3 At a minimum, fire extinguishers must be provided in the following non public areas:

- 2516.03.F.3.a Office areas
- 2516.03.F.3.b Laundry
- 2516.03.F.3.c Engineering and mechanical spaces
- 2516.03.F.3.d Kitchens

2516.03.F.3.e Storage rooms (exempt where allowed by the AHJ when under 500 ft²/46 m² or within a travel distance of 75'-0"/23 m of another readily available extinguisher)

2516.03.G Special Hazards

2516.03.G.1 Special hazards must be reviewed by a qualified engineer. These hazards include, but are not limited to electrical transformer vaults, large gas or chemical storage facilities, and extraordinarily large IT and/or PBX rooms.

2516.03.H Commissioning of Fire Suppression Systems

2516.03.H.1 All fire suppression systems must be formally and successfully tested based on the requirements of the standard referenced at Section 2516.03.A.2, prior to turnover for operational purposes. Commissioning activities must be witnessed by a qualified, independent third-party engineer.

2516.03.H.2 Project documentation, including specifications, test documentation and as-built shop drawings must be provided to the property operations staff.

2516.03.H.3 Testing and commissioning must verify the correct operation of all interfaces with ancillary systems, including the building fire alarm system.

2516.03.H.4 Provide demonstration and instruction of the installed equipment to selected members of the property operations staff.

2516.03.H.5 Provide written verification of testing, utilizing standard forms required by Section 2516.03.A.2. Where required, testing documentation must be furnished to the AHJ.

2516.04 Fire Detection, Communication and Alarm Systems

2516.04.A General

2516.04.A.1 All buildings must be provided with reliable capability to detect a fire incident, report the incident to hotel staff and initiate appropriate evacuation sequences.

2516.04.A.2 Fire alarm and detection systems must be designed by experienced and licensed fire protection design professionals subject to Hilton approval.

2516.04.A.3 All new and retrofit systems must utilize the point-addressable, distributed processing, distributed amplification technology providing a discrete system "address" for each individual initiating device.

2516.04.A.4 The design, installation and commissioning for a new fire detection and alarm system must provide a fully automatic fire detection and alarm system to satisfy the area coverage, and operational and performance criteria as outlined in this section.

2516.04.A.5 For new, renovated or altered systems, specifications meeting one of the following standards must apply:

2516.04.A.5.a NFPA 72 (National Fire Alarm and Signaling Code) – latest edition, www.nfpa.org

2516.04.A.5.b British Standard 5839 (Fire Detection and Fire Alarm Systems for Buildings) – latest edition, www.bsigroup.com

2516.04.A.5.c GB 50166 (Code for Installation and Acceptance of Fire Alarm System) – latest edition, www.china-fire.com

2516.04.A.6 All equipment including cabling must be supported and approved by one of the following testing laboratories:

2516.04.A.6.a UL (Underwriters Laboratories), USA, www.ul.com

2516.04.A.6.b Vds (Verband der Sachvershicherer), Germany, www.vds.de

2516.04.A.6.c BS (British Standards), www.bsigroup.com

2516.04.A.6.d CEN (European Committee for Standardization), www.cen.eu

2516.04.A.6.e 3C China Compulsory Certification by the “Certification and Accreditation Administration of the PRC”, www.cnca.gov.cn or www.gcc-cn.org

2516.04.B Basic Design Principles

2516.04.B.1 All new and retrofit systems must be capable of expansion to support at least a ten percent increase in initiating, control and, notification appliance circuits.

2516.04.B.1.a Control cabinets, power supplies and amplifier capacities must be sized accordingly.

2516.04.B.1.b Spare cabinet and power supply capacity must be evenly distributed throughout the system.

2516.04.B.2 Where permitted by local code, all new and retrofit systems must incorporate an alarm verification function in the control panel for system-type smoke detectors. Alarm verification must not be provided for manual fire alarm boxes or water flow alarm switches.

2516.04.B.3 Pre-signal alarms allowing time to investigate a detection device prior to general alarm are permitted provided the following conditions are met:

2516.04.B.3.a The local AHJ allows such arrangement.

2516.04.B.3.b Heat detectors and suppression system detection cause immediate evacuation sequence.

2516.04.B.3.c Subsequent devices in the same zone cause immediate evacuation sequence.

2516.04.B.3.d The time to investigate before a general evacuation sequence is less than four minutes.

2516.04.B.3.e The property has sufficient staff on-duty to conduct an investigation of the incident.

2516.04.B.4 Where reliable conditioned commercial power and/or emergency power is not anticipated and in areas subjected to severe lightning, a UPS must be configured to protect the fire alarm central control equipment, and peripheral printers and terminals, against brownout and voltage transients. Upon utility power failure, the UPS must provide power to all connected loads per above. Design and installation must be coordinated with Section 2516.06.

2516.04.B.4.a At a minimum, provide a Power Conditioner/Voltage Regulator (PC/VR) for the fire alarm panel.

2516.04.B.4.b The PC/VR kVA output must be capable of supporting the fire alarm equipment.

2516.04.B.4.c The PC/VR must have Automatic Voltage Regulation capable of maintaining output voltage to within five percent of its nominal voltage rating with an input voltage variation of +15 percent to -25 percent.

2516.04.B.5 Transient surge suppression must be provided for each circuit connected to the fire alarm system that enters or exits the building housing the fire alarm control panel, or sub-panel.

2516.04.B.6 Where devices are located in unconditioned space, they must be suitable for such areas as determined by the manufacturer and protected from weather and corrosion.

2516.04.B.7 Hotels located within a mixed-use development must have a dedicated, hotel fire detection, communication and alarm system with equipment capable of interfacing with fire alarm signals from the entire development. Fire alarm interface equipment must be tied to an emergency power source.

2516.04.C Fire Detection

- 2516.04.C.1 Local hard wired single-station smoke alarms must be installed in each sleeping area and sitting room of suites. In Historically listed properties wireless single-station alarms where the battery life is monitored by the panel and batteries are utilized with a shelf life rated at over 10 yrs and long-term discharge under low-discharge conditions rated at over 6 years.
 - 2516.04.C.1.a Where two or more smoke alarms are located in a suite, they must be interconnected to alarm simultaneously.
 - 2516.04.C.1.b Smoke alarms must be provided with integral battery-back up. Except when using wireless devices as described in 2516.04.C.1
- 2516.04.C.2 For buildings protected throughout by monitored suppression systems, addressable smoke detectors must be provided within each area as follows:
 - 2516.04.C.2.a Interior guestroom corridors
 - 2516.04.C.2.b Elevator lobbies
 - 2516.04.C.2.c Mechanical and electrical rooms
 - 2516.04.C.2.d Computer/telecom/PBX rooms
 - 2516.04.C.2.e Storage rooms
- 2516.04.C.3 The use of smoke detectors must be limited, unless local codes require additional units or prohibit the removal of existing detectors. Existing detectors that provide serviceable control hardware, exhibit no false alarms and are generally stable are not required to be removed.
- 2516.04.C.4 In buildings that are not protected throughout by monitored fire suppression systems, fully addressable fire detection must be provided in all spaces.
- 2516.04.C.5 In-duct smoke detectors must be provided downstream of air filters and prior to branch connections in air conditioning systems having a capacity greater than 2,000 ft³ per minute/944 L per second, and at each connection to a vertical duct or riser serving two or more stories.
- 2516.04.C.6 Duct detectors must provide a supervisory alarm only and not cause evacuation unless required by local code.
- 2516.04.C.7 Any detection device not accessible from the floor level must be provided with a remote test switch and indicator light.
- 2516.04.C.8 A manual fire alarm (manual call) station must be located in close proximity to the front desk.
- 2516.04.C.9 Manual fire alarm stations must be provided at each floor exit and exit to the exterior. If permitted by local code, manual fire alarm stations may be omitted on guest floors in sprinkler-protected buildings.
- 2516.04.C.10 Special fire suppression systems and kitchen hood systems must be monitored by the fire alarm system. Activation of the kitchen hood suppression system must de-energize the kitchen air supply and extraction system.
- 2516.04.C.11 Fire pump, emergency generator, sprinkler and standpipe system alarm and supervisory devices must be monitored by the fire alarm system.
- 2516.04.C.12 Projected beam-style smoke detection must be used within atriums. Individual, spot-type detectors must not be provided within atriums, unless required by the local AHJ.
 - 2516.04.C.12.a Provide projected beam smoke detectors installed at every third level in accordance with the listing parameters of the selected device.
 - 2516.04.C.12.b For irregular shaped atriums, more than one beam may be needed on each level, or an aspirating system may be necessary to provide required coverage.

2516.04.C.12.c Fire modeling must be used to determine type, location and style of coverage and to demonstrate that a smoke layer is maintained 6'-0"/1.83 m above the highest floor level of exit access, or unprotected opening to adjoining spaces.

2516.04.D Notification

2516.04.D.1 At a minimum, the following devices must provide fire alarm annunciation:

2516.04.D.1.a Main fire alarm control panel and printer

2516.04.D.1.b Remote annunciator and printer in the security office

2516.04.D.1.c Remote annunciator at the front desk, PBX or other 24-hour staffed area

2516.04.D.1.d Color display terminal(s) with graphic capability (required at properties greater than 1,000 guestrooms and/or multi-building facilities)

2516.04.D.2 Audible notification appliances must be installed, spaced and tapped so as to produce a sound output on alarm that is clearly audible above the ambient noise level throughout the building.

2516.04.D.2.a In no case must the audible alarm be less than 15 dBA above the ambient room noise level or less than 5 dBA above the maximum ambient noise level in public and common areas, with a minimum of 65 dBA, and a maximum of 110 dBA.

2516.04.D.2.b In no case must the audible alarm be less than 75 dBA at the pillow level in all guestrooms, with intervening doors closed during the alarm.

2516.04.D.3 A speaker or horn must be provided in each guestroom and area used for sleeping purpose.

2516.04.D.4 Speakers must be equipped with variable watt input taps.

2516.04.D.5 Notification appliance circuits must be arranged so that no single cut or fault will result in the circuit not operating.

2516.04.D.6 Voice systems

2516.04.D.6.a A voice system must be provided for areas in buildings where the highest occupied floor is greater than 88'-6"/27 m above the level of exit discharge and/or buildings containing assembly areas designed for 1,000 or more persons.

2516.04.D.6.b Voice instructions must be in the local language and English, at a minimum.

2516.04.D.6.c Speakers must be located in the following areas:

2516.04.D.6.c.1 Each guestroom and parlor

2516.04.D.6.c.2 Public assembly rooms

2516.04.D.6.c.3 Corridors and elevator lobbies

2516.04.D.6.c.4 Rooms over 1000 ft²/92 m²

2516.04.D.6.c.5 Every fifth floor in interior exit stairs

2516.04.D.6.c.6 Mechanical rooms

2516.04.D.6.c.7 Roof areas accessible by exit stairs

2516.04.D.7 Speakers must be zoned by floor, except stairs must be zoned by individual stairway.

2516.04.D.8 Visible notification appliances consisting of xenon clear lens strobe units must be installed in the following areas, which must activate automatically upon any alarm within the building, including but not limited to:

2516.04.D.8.a Guestroom corridors - Adjacent to the exits and transition points.

2516.04.D.8.b Accessible/hearing impaired guestrooms

2516.04.D.8.c Public restrooms - 1 Speaker/Horn combination unit min/room.

2516.04.D.8.d Meeting rooms - 1 Speaker/Horn combination unit min/room.

2516.04.D.8.e Dining rooms - 1 Speaker/Horn combination unit min/room.

2516.04.D.8.f Ballrooms - 1 Speaker/Horn combination unit min/room.

2516.04.D.8.g Common area corridors - Adjacent to the exits and transition points.

2516.04.D.8.h Back-of-house areas having high ambient noise conditions

2516.04.D.9 Activation of the smoke detector in the accessible/hearing impaired guestroom must cause activation of the visible notification appliance in that room and other devices as required by local codes.

2516.04.D.10 Activation of the corridor notification appliance circuit must cause activation of the visible notification appliance in the accessible/hearing impaired room(s) on that floor and other devices as required by local codes.

2516.04.E Interfaces and Other Devices

2516.04.E.1 Fire alarm signals must be coordinated with the building management systems, mechanical systems and security systems in the design of the fire alarm system.

2516.04.E.2 Magnetic door holders must be provided for self-closing fire doors that are required to be in the open position for business operations.

2516.04.E.3 Control devices must be provided to shut off music and other entertainment devices that would interfere with the operation of notification systems.

2516.04.E.4 Door locking systems must be de-energized during a fire alarm event.

2516.04.E.5 Elevator lobby smoke detectors operation must cause all elevator cars to recall in the elevator bank affected.

2516.04.E.6 Carbon monoxide detectors must be provided in the room or area of origin for all areas utilizing fuel-fired equipment, including fireplaces. Combination smoke/carbon monoxide detectors are permissible. Refer to local codes and ordinances for additional requirements.

2516.04.E.7

Provide a system operational matrix for all components, specific to the property and systems. The following matrix is intended as an example only. The project-specific matrix must be approved by Hilton Architecture & Construction during design development.

Output (across) Input (down)	Audible Signal In Guest Room	Visible Signal In Guest Room	Alarm Receipt At Control Panel	Receipt At System Printer	Alarm Receipt At Central Control Station	Trouble Signal Receipt At Control Panel	Supervisory Signal Receipt At Control Panel	Audible/ Visible Signal At Fire Area	Activate Smoke Module In Fire Area	Release Door Holder In Fire Area	Elevator Recall	Music/ Entertainment Shut Down
Single Station Guest Room Smoke Alarm	X											
Accessible Guest Room Smoke Detector	X	X										
Guestroom System Smoke Detector	X			X			X					
Area System Smoke Detector			X	X	X			X	X	X		X
Elevator Lobby Smoke Detector			X	X	X				X	X	X	
Duct Type Smoke Detector							X		X			
Heat Detector			X	X	X			X	X	X		
Water Flow Switch			X	X	X			X	X	X		X
Manual Fire Alarm Station			X	X	X			X		X		X
Special Suppression Systems			X	X	X			X	X	X		X
Valve Supervisory Switch				X	X		X					
Fire Pump Signals				X		X	X					

Output (across) Input (down)	Audible Signal In Guest Room	Visible Signal In Guest Room	Alarm Receipt At Control Panel	Receipt At System Printer	Alarm Rec eipt At Central Co ntrol Statio n	Trouble Si gnal Recei pt At Control Pa nel	Supervisory Si gnal Receipt At Control Pan el	Audible/ Visible Sign al At Fire Area	Activate S moke Mod e In Fire Are a	Release D oor Holder s In Fire Are a	Elevator R ecall	Music/ Enter-tainm ent Shut Down
System Trouble				X	X	X						
Emergency Generator Signals				X		X	X					
CO Detection				X	X		X					
CO Detection (Guestroom)	X	X										

2516.04.F Installation

2516.04.F.1 New and retrofit fire detection and alarm systems must be installed meeting the requirements of the standard referenced at Section 2516.04.A.5 and the manufacturer. The following provisions are supplemental requirements:

- 2516.04.F.1.a Fire detection and alarm cable, where used and not installed in metal conduit or raceway, must be mechanically protected by building construction. Installation must be in areas not subjected to mechanical damage.
- 2516.04.F.1.b All cable that is not enclosed by conduit must be supported and anchored with nylon straps or clamps. Staples are prohibited. Fire alarm cable must be supported by the building structure at intervals not greater than 10'-3"/3.05 m. Cable installed above drop ceilings must not be laid on ceiling tiles. Circuits must not be fastened in such a manner that puts tension on the cable.
- 2516.04.F.1.c All cable runs must be continuous between devices, without splices. Where a continuous run is not feasible, connections must be made using terminal blocks installed in a metal electrical box. All other connections must be to terminal blocks. Wire nuts must not be permitted. Cables connected together must have the same color insulation.
- 2516.04.F.1.d All cable must be sized, twisted and shielded and installed as required by protocols established by the fire alarm system manufacturer.
- 2516.04.F.1.e All electrical enclosures, raceways and conduits must contain only those electrical circuits associated with the fire detection, emergency communications and alarm system and must not contain any circuits that are unrelated to the system.
- 2516.04.F.1.f All electrical circuits must be numerically identified at both ends with wire taped numbers.
- 2516.04.F.1.g All underground cabling must be listed for fire alarm service and for direct burial. Underground cabling must be installed in liquid-tight PVC conduit with no splicing below ground. Provide additional ground wire within conduit to maintain reference ground on system between buildings.
- 2516.04.F.1.h All conduit, junction boxes and enclosures subjected to moisture must be weatherproof.

2516.04.G Commissioning and Acceptance

- 2516.04.G.1 All systems must be formally and successfully tested, based on the requirements of the standard referenced at Section 2516.04.A.5, prior to turnover for operational purposes. Commissioning activities must be witnessed by a qualified, independent third-party.
- 2516.04.G.2 Testing must be documented in accordance with the standard referenced at Section 2516.04.A.5. Project documentation, including specifications, test documentation and as-built shop drawings must be provided to property operations staff.
- 2516.04.G.3 System software, including security of stored information and reprogramming capability must be provided to property operations staff.
- 2516.04.G.4 Where required, testing documentation must be furnished to the applicable AHJ.
- 2516.04.G.5 Testing and commissioning must verify the correct operation of all interfaces with ancillary systems, including automatic sprinklers, heating and air conditioning, elevators, smoke control and emergency generators.
- 2516.04.G.6 Provide demonstration and instruction to selected members of the property operations staff of the installed equipment.
- 2516.04.G.7 Provide written verification of testing utilizing standard forms required by the standard referenced at Section 2516.04.A.5.

2516.05 Means of Egress

2516.05.A General

2516.05.A.1 Fire/emergency exits must be provided as follows:

- 2516.05.A.1.a A minimum of two exits must be provided for each floor, new build properties must provide a minimum separation of one third of the diagonal distance of the floor.
- 2516.05.A.1.b A minimum of two exits must be provided from within an individual room where room occupant load exceeds 50 persons. New build properties must provide 2 exits separated at a minimum of one third of the diagonal distance of the room.
- 2516.05.A.1.c Where occupant load exceeds 500 persons on a floor or within a room, a minimum of three exits must be provided.
- 2516.05.A.1.d When occupant load exceeds 1000 persons on a floor or within a room, a minimum of four exits must be provided.

2516.05.A.2 Occupant load must be calculated using the following:

Use	ft ² / person	m ² / person
Assembly – no fixed seating, concentrated (chairs only)	7	0.65
Assembly – No fixed seats, less concentrated (tables and chairs – such as restaurants)	15	1.4
Assembly – Pre-function area	5	0.47
Kitchens	100	9.3
Swimming Pools	50	4.6
Swimming pool deck areas	30	2.8
Hotel Guest room areas	200	18.6
Storage/Mechanical	500	46.5
Sundries/Gift Shop/Retail	30	2.8
Fitness Center with equipment	50	4.6

2516.05.A.3 Occupant load calculations in assembly areas must be based on the higher of either the pre-function or assembly area loads.

2516.05.A.4 Total exit width provided must be calculated based on capacity factors of inches/mm per person as follows:

2516.05.A.4.a Stairways - 0.3"/7.6 mm or follow NFPA 101

2516.05.A.4.b Doorways and level travel - 0.2"/5 mm or follow NFPA 101

2516.05.A.5

Travel distances must comply with the following:

Travel Distance Requirements		
	With Sprinklers	Without Sprinklers
Travel distance from a guestroom door to an exit	200 ft/61 m	150 ft/46 m
Travel distance to an exit for all other areas	250 ft/76 m	200 ft/61 m
Common path of travel to an exit	100 ft/30 m	75 ft/23 m
Maximum dead-end corridors	65 ft/20 m	50 ft/15 m

2516.05.A.6 Egress corridors must be a minimum of 44"/1.12 m clear width. Existing properties can be a min 36"/900 mm.

2516.05.A.7 Headroom clearance in all egress paths must be a minimum of 80"/2.03 m. Exception, non guest access routes can have limited points due to structure or mechanical obstruction at no less than 75"/1.9 m with warning pads mounted at both sides of the obstruction.

2516.05.A.8 Exit paths through an intervening room or space is allowed when all of the following are met:

2516.05.A.8.a The intervening room or area is of no greater hazard.

2516.05.A.8.b There is a clear and unobstructed path to an exit.

2516.05.A.8.c There is not more than one intervening room or space to pass through.

2516.05.B Stairs

2516.05.B.1 A minimum of two exit stairs must serve each floor above or below grade. Existing properties can utilize one stair if the highest occupancy load is less than 15 persons and the building is sprinklered.

2516.05.B.2 Stairs must have a minimum clear width of 44"/1.1 m. Existing properties can be a min 36"/900 mm.

2516.05.B.3 Tread depth for the full width of exit capacity must be:

2516.05.B.3.a New stairs – a minimum of 11"/279 mm.

2516.05.B.3.b Existing stairs – a minimum of 9"/225 mm.

2516.05.B.4 Riser height must be:

2516.05.B.4.a New stairs – a maximum of 7"/179 mm.

2516.05.B.4.b Existing Stairs – a maximum of 8"/203 mm.

2516.05.B.5 Egress stairs serving occupied floors above 88'-6"/27 m to the level of exit discharge must be classified as smoke proof enclosures using one of the following methods:

2516.05.B.5.a Mechanical ventilation

2516.05.B.5.b Natural ventilation

2516.05.B.5.c Enclosure pressurization

2516.05.B.6 Open external egress stairs serving floors within one level of the level of exit discharge are allowed when designed to prevent the accumulation of water. Open external egress stairs serving floors more than one level away from the level of exit discharge are allowed except in areas subject to freezing where the stairs must be fully enclosed.

2516.05.B.7 Scissor stairs may be utilized, where allowed by local code, provided no penetrations exist between the stairs and each stair is separated by rated construction as required in Section 2516.02.C and Section 2516.02.D.

2516.05.B.8 All stairs must discharge to the exterior.

2516.05.B.8.a Where local code allows, and the building is protected by automatic suppression, 50 percent of occupant load may discharge to a lobby with a clear path to the exit when the lobby is at level of exit discharge.

2516.05.B.9 Enclosed egress stairs must not be used for any other use.

2516.05.B.10 Storage is prohibited under egress stairs.

2516.05.B.11 Normally unoccupied spaces, such as mechanical or storage rooms, must not open directly to egress stairs.

2516.05.B.12 No wiring or ductwork is permitted within the exit enclosure except for that which is necessary to serve the exit.

2516.05.B.13 All exits must discharge to an open area considered as a public way, or lead to a public way via an unobstructed path.

2516.05.B.14 Buildings that are not fully sprinklered must have an area of refuge within each stair that accommodates one wheelchair per 200 persons for each floor.

2516.05.C Doors

2516.05.C.1 All doors in a path of egress must have a minimum of 32"/800 mm of clear width, including guestroom doors.

2516.05.C.2 All egress doors must swing in the direction of egress when serving 50 or more persons.

2516.05.C.3 All egress doors serving an exit enclosure or exit discharge must swing in the direction of egress.

2516.05.C.4 Door latches must have active lever hardware, requiring an obvious one-hand method of operation. For instances when panic hardware is required instead of lever hardware, refer to 2516.05.C.5.

2516.05.C.5 When latching hardware is provided at doors serving 100 or more persons, panic hardware must be provided instead of levers. Panic hardware is also required at all exit doors to the exterior.

2516.05.C.6 Electronically access-controlled doors in an egress path must meet all of the following:

2516.05.C.6.a Open upon activation of the fire detection and alarm system.

2516.05.C.6.b Provided with a manual releasing device within 5'-0"/1.52 m.

2516.05.C.6.c Unlock upon loss of power to the device.

2516.05.C.7 Opening force for any door in an egress path must not exceed the following:

2516.05.C.7.a 15 lbf/67N to release latch

2516.05.C.7.b 30 lbf/133N to set in motion

2516.05.C.7.c 15 lbf/67N to fully open

2516.05.C.8 Locks, if provided, must not require the use of a key, a tool, or special knowledge or effort for operation from the egress side.

2516.05.D Handrails and Guards

2516.05.D.1 Handrails must be provided at all stairs and ramps.

2516.05.D.2 Inside handrails at turns of stairs must be continuous.

2516.05.D.3 Handrails must be located between 34"/860 mm and 38"/965 mm above the surface of the tread.

2516.05.D.4 A minimum clearance of 2.25"/57 mm must be provided between the handrail and the wall.

2516.05.D.5 Guards must be provided at the top landing area for all stairs and along the stairs and intermediate landings when there is a gap between runs wider 6"/150 mm.

2516.05.D.6 Guards must be not less than 42"/1.1 m high.

2516.05.D.7 Open guards must have intermediate rails or ornamental pattern such that a 4"/102 mm diameter sphere is not able to pass through.

2516.05.D.8 Ornamental patterns must be designed to minimize the ability to climb handrails.

2516.05.E Egress Signage

2516.05.E.1 Exits and exit access must be marked with exit signs that are readily visible in the path of egress.

2516.05.E.2 Exit signs must be internally or externally illuminated at all times.

2516.05.E.3

In the event of power failure, emergency power must be supplied for the exit signage for a minimum of 60 minutes.

2516.05.F Egress Lighting

2516.05.F.1 Emergency lighting must be designed to provide sub circuit protection in all areas via a central battery cubicle or by self contained fittings. The lights and circuits must also be included on the generator supplies under total building failure.

2516.05.F.2 The means of egress, paths leading to a public way, and the public way must be illuminated at all times the building or space is occupied.

2516.05.F.3 Emergency light levels must reach 50 percent output within five seconds and 100 percent output within 60 seconds.

2516.05.F.4 Mandatory lighting must achieve a minimum illumination level of 1 ft-candle/10.8 lux at the floor for the following locations: stairs, landings, change of levels, change of direction, intersections, at emergency stairwell doors (corridor side), at emergency exit doors from areas of risk such as kitchens and public assembly spaces and at emergency exit doors from back of house spaces (plant rooms, plumbing/sprinkler rooms, switchgear/transformer rooms, etc.)

2516.05.F.5 Mandatory lighting must achieve a minimum illumination level of 0.5 ft-candle/5.4 lux at the floor directly in front of all firefighting equipment/appliances, fire panels and pull stations, throughout the entire property.

2516.05.F.6 Infill lighting between mandatory lighting along the means of egress, must achieve an average minimum illumination level of 0.5 ft-candle/5.4 lux at the floor and, not less than 0.1 ft-candle/1.1 lux at any point, along the entire means of egress at floor level and at the public way.

2516.05.F.7 In the event of power failure, emergency power must be supplied for the egress lighting for a minimum of 60 minutes.

2516.06 Emergency Power

2516.06.A General

2516.06.A.1 All properties must be provided with reliable emergency electrical power capability. In the event of loss of normal power service, the emergency service must be designed to provide power to building systems critical to the safety/security of property guests and team members. Requirements for business critical systems and functions must be referenced at Section 2514.08.

2516.06.A.2 Failure of normal electrical power must result in the automatic transfer of critical electrical loads to an Emergency Power Supply (EPS). Acceptable sources of emergency power include:

2516.06.A.2.a Dedicated emergency generators

2516.06.A.2.b Batteries

2516.06.A.2.c Power feed from a reliable electrical supply verified to be independent of the property's primary electrical feed.

2516.06.A.3 Critical loads must be permanently and reliably connected to the EPS.

- 2516.06.A.4 Technical requirements for EPS components including generators, fuel tanks, controllers and automatic transfer switches; design and installation methodology; and commissioning practices must be consistent with recognized standards as specified by the equipment manufacturers and accepted by the responsible AHJ.
- 2516.06.A.5 Emergency generator(s) provided to satisfy EPS requirements must be in a weatherproof enclosure, and consider:
 - 2516.06.A.5.a Separation between adjacent equipment and building spaces
 - 2516.06.A.5.b Ventilation requirements
 - 2516.06.A.5.c Fuel system safety
 - 2516.06.A.5.d Vibration and noise, and exhaust discharge
 - 2516.06.A.5.e Exposure to seismic activity, wind loading, hurricane/cyclone and tornado exposure
- 2516.06.A.6 In the event of loss of standard electrical power, at a minimum, EPS capability must be provided to:
 - 2516.06.A.6.a Safely maintain guests and team members within the property until restoration of standard power.
 - 2516.06.A.6.b Maintain the ability to safely evacuate the property including:
 - 2516.06.A.6.b.1 The provision of lighting levels through designated means of egress and at control points (front desk, security, fire command)
 - 2516.06.A.6.b.2 Emergency signage
 - 2516.06.A.6.b.3 Power for emergency operations of elevators when required by the local AHJ
 - 2516.06.A.6.b.4 Power for communications including the building fire alarm system and telephone equipment
 - 2516.06.A.6.c Maintain systems critical to life safety and security in operational readiness, including:
 - 2516.06.A.6.c.1 Fire pump(s) when required to meet the standards set forth in 2516.03.C and 2516.03.D
 - 2516.06.A.6.c.2 Smoke control and stairwell pressurization equipment
 - 2516.06.A.6.c.3 All security-related equipment and devices including security office(s), remote sensors/detectors and cameras
 - 2516.06.A.6.c.4 All electrically-controlled locking/unlocking mechanisms
- 2516.06.A.7 Electrical loads critical to life safety, fire protection and security must take precedence over all other electrical loads.
- 2516.06.A.8 For properties subject to natural events including hurricanes/cyclones, earthquakes, flooding/tidal waves, tornadoes, significant winter storms, wildfires and/or located in an area with unreliable standard power, consideration must be given to the provision of additional EPS capability. Duration of the EPS must be designed based on likely exposure to the identified hazard(s) and available fuel to resupply the property. No less than two days' supply of fuel must be provided based on the calculated loads where fuel resupply may be interrupted.
- 2516.06.B Testing and Documentation
 - 2516.06.B.1 The EPS must be formally and successfully tested for the automatic transfer and operation of equipment supplied.
 - 2516.06.B.2 Provide demonstration and instructions to selected members of the property operations staff in the proper operation of the installed equipment.

2517.00 Accessibility Guidelines

2517.00.A Not Applicable to this Brand

2517.00.B Disabled Codes/Laws Requirements

All properties within the Hilton Portfolio of Brands must be designed in compliance with local, regional and national codes or laws for disabled or universal access. The applicable code must be identified and provisions agreed upon in advance with Hilton in the country of operation. For countries without applicable codes, refer to the Hilton Global Accessibility Guide for recommendations.

2517.00.C Existing Properties

Existing properties must comply at the time of refurbishment or as required by the local jurisdiction.

2517.00.D Owner Responsibility

The owner of the property is responsible for compliance with and the provision of all applicable codes. The owner is urged to seek appropriate council to ensure compliance. Hilton does not and cannot warrant conformance with or interpretation of any codes, laws or regulations relating to accessibility for individuals with disabilities.

2518.00 Technology Wiring Standards

2518.01 Application

Section 2518.00 details wiring requirements for the design and construction of new properties, conversion of existing properties, renovation of existing properties and new installations of cabling infrastructure under the Hilton Portfolio of Brands. These requirements are applicable to all properties within the Hilton system including owned, managed and franchised licences.

2518.02 Approved Supplier

All systems must be supplied and installed by a supplier approved by Hilton.

2518.03 Wiring Standards (Voice and Data)

2518.03.A Structured Cabling System

The Structured Cabling System (SCS) must be fully certified with a relevant 20 year performance warranty.

2518.03.B Distribution Tray of Cable Trays and Baskets

The building must be equipped with a distribution network of cable trays and baskets. The containment must be located within communications risers, ceiling channels and raised floor voids. Separate containment must be installed for voice/ data and power cabling.

2518.03.C Category 6 (Cat6) Cabling System

Category 6 (Cat6) Cabling is required.

2518.03.C.1 System Specification

2518.03.C.1.a The cabling system must be designed and installed according to ISO 11801:2002 Class E and also meet the following:

2518.03.C.1.a.1 BS EN 50173-1:2002 Class E

2518.03.C.1.a.2 ANSI/EIA-568-B

2518.03.C.1.b The cabling system must meet the permanent link and channel performances defined in these standards or better.

2518.03.C.2 Components Specification

2518.03.C.2.a Cable

2518.03.C.2.a.1 The cable must meet ANSI/EIA-568-B or BS EN 50173-1:2002 Class E Standard. The flammability performance must meet IEC 60332-1, NEC UL 1666 or NFPA 262 depending on the location of the installation at a minimum.

2518.03.C.2.a.2 The cable must have current independent third party approval status and must be audited and certified as 'fit for purpose' before handing to hotel.

2518.03.C.2.a.3 Existing buildings that have CAT5e cabling already installed and certified are not required to re-cable CAT6 unless undergoing major refurbishment; however, valid network cable certification is required. Properties entering with pre CAT5e cabling or already within the Hilton system that perform a refresh or new installation of cabling infrastructure must meet current Wiring Brand Standards (2518.02 – 2518.10).

2518.03.C.2.b Connecting hardware

2518.03.C.2.b.1 Patch panels

2518.03.C.2.b.1.a Must be 19"/480 mm rack mounting; in exact multiples of 1U in height.

2518.03.C.2.b.1.b Cable termination must be LSA or 110 Insulation Displacement Connectors.

2518.03.C.2.b.1.c Front connectors must be RJ45 style ISO/IEC 11801, ANSI/TIA 568-C, IEC 60603-7-2/3 or EN 50173-2 568B wired depending on the location of the installation at a minimum. ('A' wired may be selected as an option.)

2518.03.C.2.b.1.d Electrical performance must be Category 6 or better.

2518.03.C.2.b.2 Connectors

2518.03.C.2.b.2.a Cable termination must be LSA or 110 IDC.

2518.03.C.2.b.2.b Connectors must be RJ45 style ISO/IEC 11801, ANSI/TIA 568-C, IEC 60603-7-2/3 or EN 50173-2 568B wired depending on the location of the installation at a minimum. ('A' wired may be selected as an option.)

2518.03.C.2.b.2.c Electrical performance must be Category 6 or better.

2518.03.C.3 Wall outlets

2518.03.C.3.a White plastic with shuttered 1"/25 mm x 2"/50 mm modules, two or four-gang density.

2518.03.C.3.b Outlets in public areas that are connected to the Hilton network must be lockable and secured from external access.

2518.03.C.4 Floor outlets

2518.03.C.4.a White plastic with shutters, 06C style or 1"/25 mm x 1-1/2"/37 mm modules.

2518.03.C.5 Patch leads

2518.03.C.5.a Must be 24 AWG (UTP), 26 AWG (STP) stranded, with low flammability sheath. The flammability performance must meet IEC 60332-1, NEC UL 1666 or NFPA 262 depending on the location of the installation at a minimum.

2518.03.C.5.b Connectors must be RJ45 style ISO/IEC 11801, ANSI/TIA 568-C, IEC 60603-7-2/3 or EN 50173-2 568B depending on the location of the installation at a minimum.

2518.03.C.5.c Electrical performance must be Category 6 or better.

2518.03.D Installation specification

2518.03.D.1 The cabling system must be procured from one manufacturer and must be installed according to the manufacturer's instructions.

2518.03.D.2 Planning, quality control, and documentation must be according to ANSI/TIA/EIA 606A or BS EN 50174:2002 parts 1 and 2. External cables must be installed according to ANSI/TIA/EIA 758 or BS EN 50174-3:2003. Grounding and bonding must be in accordance with ANSI-J-STD-607-A or BS EN 50310:2000.

2518.03.D.3 100 percent of the installed cables must be tested. 100 percent of the test data must be reviewed and approved by the manufacturer and an independent third party before any warranty certificate is released.

2518.03.D.4 The Permanent Link must be tested to IEC 61935 with a Level III (or higher) cable tester set to Class E Permanent Link referencing the Permanent Link performance standards detailed in ISO 11801:2002, or Class E detailed in BS EN 50173-1:2002, or Cat 6 detailed in ANSI/TIA/EIA-568-B.

2518.03.D.5 The results must be stored in an electronic database compatible with the tester manufacturer's cable management program.

2518.03.D.6 The cabling must be covered by a 20-year product and application warranty and installed by an installer accredited and trained by the manufacturer. Proof of training, which must be less than two years old, must accompany the tender.

2518.03.D.7 A labeling and administration system must be designed into the cable system in line with BS EN 50174-1:2001 or ISO/IEC 14763-2 or ANSI/TIA/EIA-606-A. The numbering scheme must be Cabinet/Patch Panel/Patch Point – 2B/03/26, which would be Remote Cabinet 2B, Patch Panel in Cabinet 03, and Point 26. For guestrooms, it would be Room Number/ Patch Point – 101/A, which would be room 101 and Point A (Bedside).

2518.03.D.8 The cabling system must be earthed according to the manufacturer's instructions and BS EN50174-3:2003 or ANSI/TIA/EIA-607.

2518.03.D.9 Separation of power and data cables must be according to ANSI/TIA-569-C or EN 50174-2:2001 except where local or national electrical safety regulations require a greater separation.

2518.03.D.10 Optional: A cable containment system must be supplied according to BS EN 50174-2:2001, ANSI/TIA/EIA 569-B or ISO 14763-2.

2518.03.E LAN Application

2518.03.E.1 Any communications protocol designed for use on 100-Ohm (nominal) characteristic impedance Class E cabling system must operate satisfactorily on the installed cabling system. 'Satisfactory' means better than one in ten-to-the-power of 10 bit error rate whilst in the presence of up to 3 V/m external interference over 100 MHz for at least thirty minutes.

2518.03.E.2 LAN operation must include, but not be limited to, ATM at 155 Mb/s (and 622 Mb/s and 1.2 Gb/s when Class E interfaces are available) and Gigabit Ethernet to IEEE 802.3ab.

2518.03.E.3 Delay skew of the Permanent Link must be better than 20 nanoseconds (typical) to ensure satisfactory video operation.

2518.03.F EMC (Electromagnetic Compatibility) Performance

2518.03.F.1 The structured cabling system must comply with cable balance and EMC requirements of BS EN 50288-3-1:2003 and ISO 11801:2002 and must not degrade the EMC performance of any electrical device connected to it. The manufacturer must guarantee this facility.

2518.04 Horizontal Sub System

2518.04.A Horizontal Wiring

2518.04.A.1 In the context of this specification, horizontal wiring covers all copper Category 6 cabling between the MDF/IDF and the terminated RJ45 socket at the outlet location.

2518.04.A.2 Horizontal cabling must be arranged in a physical star topology radiating directly from the MDF/IDF to the outlet. Each outlet must be individually connected back utilizing a single cable to the MDF/IDF, no outlets must be connected in parallel or chain. There must also be no intervening connections between the outlet and the MDF/IDF, the cable must be continuous end-to-end.

2518.04.B Horizontal Cable Containment

2518.04.B.1 All horizontal Cat 6 cabling must be installed upon dedicated cable trays/baskets or within conduits/multiple compartment trunks between the MDF/IDF and the outlet socket.

2518.04.B.2 The voice and data cables must not be installed within the same containment as any other services, and the minimum segregation spacing must be maintained to minimize data interference.

2518.04.C Patch Panels/Frames in General

2518.04.C.1 Voice and data patch panels must be manufactured to Category 6 Standard.

2518.04.C.2 The voice and data patch panels within the local computer rooms must be Modular Patch Panels mounted within equipment cabinets. The patch panels must have Insulation Displacement Connections (IDC) on the rear and RJ-45 8 position sockets on the front. The voice and data patch panels must have no fewer than 24 x RJ-45 ports in 3 groups of 8 ports. A cable management / patch cord organizer must be installed after every 48 ports.

2518.04.D Voice Service Frames

2518.04.D.1 The Main Distribution Frame (MDF) within the main communications room must distribute voice services and must be of Krone type 108A Dual Vert complete with all necessary terminations as Krone type 237A.

2518.04.D.2 The frame must be secured to a 1"/20 mm plywood mounting board located adjacent to the PBX and the horizontal cabling racks within the main communications room.

2518.04.E Fiber Optic Patch Panels

2518.04.E.1 Fiber optic patch panels must be capable of housing no fewer than 12 x LC connectors. All fiber optic cores must be fusion spliced using pigtails onto LC connectors. Each fiber patch panel must use 1U of cabinet space and be located above the active components within the same cabinet or patch panels within the local communications rooms.

2518.04.E.2 Two categories of copper based, rack mounted patch frames are required within each communications room to support:

2518.04.E.2.a Termination of horizontal cabling from information outlets; on these panels there must be a definitive demarcation separating voice and data cabling. Patch panels must be RJ-45 modular in construction.

2518.04.E.2.b Termination of intra-building voice backbone cables, providing connectivity between voice services and the information outlet patch panels outlined above. The voice patch panels must be modular in construction and must contain no fewer than 24 x RJ-45 ports.

2518.04.F Backbone Cabling Within the Building

2518.04.F.1 Voice Backbone

2518.04.F.1.a Star topology copper based UTP backbone cables must distribute voice services from the MDF located within the main computer room to each of the local computer rooms. Sufficient wire pairs must be included to provide a service based on 1-pair modularity, plus 25 percent spare capacity.

2518.04.F.2 Data Backbone

2518.04.F.2.a The data backbone cabling between the main computer room and the local computer rooms must be interior grade LSZH sheathed, 12 core 50/125 multimode and tight buffered fiber optic cable (OM3 or better). LC connectors must be used for all fiber optic connections.

2518.04.F.3 Intra-building Backbone Cable Routing

2518.04.F.3.a The main vertical and horizontal intra-building backbone cabling must be routed via a network of cable trays.

2518.05 Communications Cabinets

2518.05.A Specifications

2518.05.A.1 Communications cabinets must have 42U of usable frame height, 31"/800 mm x 39"/1.0 m and must provide a sufficient degree of protection to BS.5490 IP 20. The cabinets are required within each communications room (main and local) for the housing of the active components, modular patch panels (copper cables) and fiber optic patch panels. In the absence of active components specification details, it is assumed that the equipment will take up 17U of frame space.

2518.05.A.2 All cabinets must be uniform in manufacture, appearance and color (light grey / black). Each cabinet must be fitted with a lockable smoked glass or mesh front door and a lockable rear door. All cabinet doors must have locks operated by a single key. Each cabinet must incorporate removable side panels and cable management rings and brackets for the dressing of patch leads and cords.

2518.05.A.3 All cabinets must incorporate integrated surge protected power socket strips with no fewer than of eight socket outlets, which must connect to the power distribution system via the UPS.

2518.05.A.4 A gap of at least 6"/150 mm must be maintained between the front of the patch panels and the front of the cabinet.

2518.05.B Patch Cords / Leads

2518.05.B.1 Fiber Optic patch leads of 3'-3"/1.0 m length, 50/125 multimode duplex, 1/10"/2.5 mm LC type, must be provided by the cabling contractor (OM3 or better).

2518.05.B.2 Connecting modular data patch panel (information outlet patch panel) to modular voice/data patch panels must be achieved using 4 pair, 8 pin, RJ-45 to 8 pin RJ-45 Category 6 patch leads of varying lengths.

2518.05.C Device Leads

2518.05.C.1 Device leads from the data outlets to the user workstation must be provided with quantities and lengths confirmed by Hilton.

2518.06 Implementation and Hand-Over

2518.06.A Installation Quality

- 2518.06.A.1 The complete structured cabling system must be installed in accordance with the quality standards as applicable and in accordance with the manufacturer's guidelines.
- 2518.06.A.2 The structured cabling contractor must ensure that all installation staff has a complete understanding of the quality requirements
- 2518.06.A.3 Where the structured cabling contractor is involved in the design element of the project, the nominated designer must be BICSI registered and hold the accredited RCDD status.

2518.06.B Testing

- 2518.06.B.1 Testing of fiber optic cables must be carried out using an OTDR, and must be carried out at both 850 and 1300nm for multimode, along with 1310 and 1550nm for single mode, from each end of the cable. Each trace must be recorded along with the test engineers name and signature.
- 2518.06.B.2 Should the testing identify a failure, this must be immediately rectified and noted with the hand-over documentation under test failure. Where rectification is not possible then the cable and associated components must be replaced and removed from site.
- 2518.06.B.3 The cabling contractor must undertake to provide Hilton IT with advance knowledge of all testing activities and allow witness to the testing as required.

2518.06.C Manuals and Documentation

- 2518.06.C.1 The structured cabling contractor must provide the following items as hand-over documentation to Hilton nominated representatives at the conclusion of the project.
 - 2518.06.C.1.a Two paper copies and a CD-ROM of all fitted drawings showing the cabling schematics, connectivity drawings, cabinet and frame schematics, all clearly showing label designations. All drawings must be produced using the latest version of AutoCAD for Windows and saved in .DWG or .DXF file format.
 - 2518.06.C.1.b Communications cabinets and patch panel layouts.
 - 2518.06.C.1.c A schedule of information outlets containing label designations and locations. The schedule must be presented in the form of a Microsoft Excel spreadsheet and be provided in both paper and CD-ROM formats.
 - 2518.06.C.1.d Test results (copper and fiber) on paper and CD-ROM.
 - 2518.06.C.1.e 20 year warranty application assurance certificate.

2518.07 Wireless Distribution

2518.07.A Wi-Fi UTP Cable, Category 6

The provisioning of Wireless Internet (Wi-Fi) services in the Hilton portfolio of brands require the installation of UTP cable, Category 6, from main computer room or intermediate data cabinets to locations throughout the hotel (see below) for the mounting, installation and servicing of Wireless Access Points (WAPs). All previous reference to conduit, cable placement and termination requirements for Category 6 cabling in this document must be adhered to for installation of this Wi-Fi cabling. The scope of this definition relates only to the design and installation of the cabling system for this Wi-Fi network. Reference to WAPs in this document is intended to give a point of reference for design of the cabling system.

2518.07.B Areas of Coverage

2518.07.B.1 Care must be taken to ensure the installation of enough infrastructure in these areas such that their subsequent division by mechanical or other partitions does not deteriorate signal reception in any one partitioned area. Guestrooms to include all space within all guestrooms, suites and parlors. These also include coverage for all fractional ownership or condominium units as may reside within the property.

2518.07.C Installation Parameters

2518.07.C.1 The installed infrastructure defined here must provide for the installation of WAPs such that the following criteria are met: WAPs must be securely mounted with a manufacturers bracket in a subdued and aesthetic manor. WAPs must be permanently accessible after installation to facilitate repair or replacement. WAPs must meet the engineering standards provided in the "Guest_Internet_Access_Network_Standards_Guide_Global.pdf" published on <https://teamsites.hilton.com/sites/InfrastructureandTechnology/Architecture/Networks/Wireless.aspx>.

2518.07.C.2 Cable runs for the Wi-Fi network must be terminated in 8pin RJ-45 female jacks at the access point location. Jacks must be installed in wall plates if the WAP is to be mounted aesthetically in a visible location, and interconnected with the shortest possible patch cord to maintain a neat and tidy look and also to minimize tampering.

2518.08 Patch Cable Standards

2518.08.A Patch Panel Standards / Lead Colors

2518.08.A.1 Patch leads colors must be used to differentiate amongst various vendors / systems in all patch cabinets, for example, Internet access, digital TV systems, minibar, guest telephones, and cordless telephones.

2518.08.A.2

The Cat6 cables used must adhere to the following color code:

Main & Remote Computer Rooms	Color
Voice & Fax Lines	Light Blue
Server Connections	Red
Point of Sale	Black
Printers	Green
Guest Internet (incl Wireless Access Points)	Purple
Guest Minibar System	Orange
TV System	Yellow
Keycard System	White
Interfaces	Pink
Wireless Access Points (DECT, Hilton)	Brown
Electronic Meeting Signs	Light Grey
Cross-over Cables	Dark Blue

Desktops	Dark Grey
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2518.08.B Patch Lead Standards - Devices

2518.08.B.1 All patch leads connecting devices to the network Cat6 sockets, i.e. desktop PCs, laptops, printers, etc must be grey.

2518.09 Guest Room Technology Services

2518.09.A Cabling Requirements

2518.09.A.1 In order to ensure quality of service and flexibility, a minimum of 3 (points B, C & E) and up to 6 x 4-pair cables (CAT6-RJ45) are required to provide data services and be labeled accordingly (x). Placement requirements must be verified within Sections 2510.00 and 2512.00.

2518.09.A.2 At the desk area and/or living room

2518.09.A.2.a (A) Telephone - if required in Sections 2510.00 - 2511.00

2518.09.A.2.b (B) Guest Internet access - Wi-Fi Access Point and Wired Internet (when provided)

2518.09.A.3 For the TV/ Credenza

2518.09.A.3.a (C) Future use/ Digital TV

2518.09.A.3.b (D) Minibar - if required in Sections 2510.00-2512.00

2518.09.A.4 By the bedside

2518.09.A.4.a (E) Telephone - if required in Sections 2510.00 - 2511.00

2518.09.A.5 In the bathroom

2518.09.A.5.a (F) Telephone - if required in Sections 2510.00-2512.00

2518.10 Wiring Standards (Coaxial – MATV, CATV)

Hotels must install coaxial cable, homerun to each guestroom. The following provides detailed specifications about the coaxial cabling. Hotels must consult their intended in-room entertainment provider to determine if there are additional wiring specifications or documentation. Hotels must work with a professional cable installer to design and install the cable plant. For IPTV installations, see CAT6 documentation in Section 2518.03.

2518.10.A System Specifications

System Specifications All installations must conform to relevant standards and safety specifications for the appropriate region. These may include:

2518.10.A.1 MATV Installations: ANSI/SCTE 40 2004 (US), BS EN 50083 (UK)

2518.10.A.2 Coaxial Cables: ANSI/SCTE 74 2003 (US), BS EN 50117 (UK)

2518.10.A.3 Grounding of coaxial antenna systems: outlined in NEC Article 250 (US), ANSI/NFP 70 (US), BS EN 50310 and section 2518.8.5 (UK)

2518.10.B Cable Types

2518.10.B.1 Coax The cable must meet or exceed specifications in ANSI/SCTE 74 2003 (US), BS EN 50117 (UK) or local equivalent standards, as follows:

2518.10.B.1.a Room drop maximum 50m: Webro WF 100 or CT 100 or equivalent

2518.10.B.1.b Feed trunk cable maximum 50m: Webro WF 100 or CT 100 or equivalent

2518.10.B.1.c Feed trunk cable over 50m: Webro WF 165 or CT 125 or equivalent

2518.10.B.1.d Core trunk cable between MDF and all IDF's: Webro WF 233 or CT 233 or equivalent

2518.10.B.1.e Not Applicable to this Brand

2518.10.B.1.f CATV wiring design must provide/compensate for longer runs

2518.10.B.2

Fibre

Use if the satellite dish is located more than 150m/500ft from the head end:

2518.10.B.2.a Single Mode G.657.A 3mm armoured or equivalent

2518.10.C Connections

All coaxial network connections must be as follows:

2518.10.C.1 Not Applicable to this Brand

2518.10.C.2 Not Applicable to this Brand

2518.10.C.3 Fully screened

2518.10.C.4 F-Type connectors

2518.10.D Signal Level

Measured at room outlet:

2518.10.D.1 Head End System Wiring (DVB-T/T2/C [digital signal distribution])

2518.10.D.1.a Signal level: 45db – 65dB

2518.10.D.1.b Minimum Signal to Noise Ratio (SNR): 26dB

2518.10.D.1.c Minimum Bit Error Ratio (BER): <2.0 E-04 (Pre Viterbi)

2518.10.D.1.d Maximum Composite Triple Beat (CTB): 53dB

2518.10.D.1.e Maximum Composite Second Order (CSO): 53dB below measured carrier

2518.10.D.2 Satellite Set-Top Box System Wiring (i.e., DRE – DIRECTV Residential Experience/Integrated Reception System (IRS)/ DVB-S and DVB-S2)

2518.10.D.2.a Signal level: 50dB – 75dB

2518.10.D.2.b Minimum SNR: 12dB

2518.10.D.2.c Minimum BER: <2.0 E-04 (Pre Viterbi)

2518.10.E Antenna

2518.10.E.1 All UHF antennas must incorporate a balun to ensure the matching of the dipole to the feeder cables.

2518.10.E.2 Antenna must be cabled from rooftop to MDF head end. See above for cabling length requirements.

2518.10.E.3 The aerial system, mounts, and support structures must be capable of withstanding winds of 100mph/160kph and take into account local environmental conditions (snow, ice, extreme wind etc.).

2518.10.F Satellite Dishes

2518.10.F.1 Satellite dishes must be constructed to withstand a wind speed of 60mph/100kph and be of an adequate size for the system concerned and take into account local environmental conditions (snow, ice, extreme wind etc.).

2518.10.F.2 Satellite must be cabled from rooftop to MDF head end and able to produce a 15dB carrier-to-noise level at the installations site for the given transponders being received. See above for cabling length requirements.

2518.10.F.3 Dishes must be aligned for maximum signal strength and carrier-to-noise ratios. The LNB must be aligned so that the horizontal and vertical transponders appear equal and give maximum rejection of the opposite polarity.

2518.10.G Coax Topology

2518.10.G.1 Head End System Wiring (i.e., HD/QAM/DVB-T/DVB-T2/DVB-C/digital signal distribution)

2518.10.G.1.a Wiring must be star topology or home run to each guestroom. Run a single cable trunk feed from MATV head end (MDF) to a central point within each hotel corridor/riser/IDF closet. Use multi-output taps to distribute the signal; from the IDF, run one coaxial cable to each guestroom.

2518.10.G.2 Satellite Set-Top Box System Wiring (i.e., DRE – DIRECTV Residential Experience/Integrated Reception System (IRS)/ DVB-S and DVB-S2)

2518.10.G.2.a Wiring must be star topology or home run to each guestroom. Run 6 cable trunk feeds from IRS amplifier to central points within the hotel corridors/risers/IDF closets. Use a multi-switch to distribute the signal from the hotel corridors/risers/ IDF, run one coaxial cable to each guestroom.

2519.00 Signage and Graphics

2519.01 General Signage

2519.01.A All Signage

All signage, existing and replacement, must comply with these standards. Refer to Section 500.00 for Identity and Marketing requirements.

2519.01.B Relicensing/Change of Ownership Signage Requirement

Upon relicensing or change of ownership, existing signage must be brought up to current signage specifications as directed by Hilton.

2519.01.C Signage Approval

All signage must be approved by Hilton. Written approval must be obtained prior to fabrication and installation.

2519.01.D Non-English Speaking Locations

Signage in non-English speaking locations must be bilingual, in both English and the local language.

2519.01.E Etched Trademark Requirements

Trademarks owned by Hilton must not be etched in any construction surface where they become permanent and cannot be easily removed.

2519.01.F Construction Project Identification Sign

A construction project identification sign must be installed once construction begins.

2519.02 Interior Signage

2519.02.A Interior Signage Design & Approval

Interior signage must be designed specifically for each individual property.

2519.02.B Not Applicable to this Brand

2519.02.C Public Area Glass Panels

In all public areas, glass panels (e.g., windows, glass doors, sidelights, etc.) which extend to the floor without a horizontal break or partition, or without decorative framing, must be identified with customized graphics where required by applicable law.

2519.02.D Directional Signage

2519.02.D.1 Interior corridor signage must be brought up to the current standard at the time of any renovation within the corridor.

2519.02.D.2 A comprehensive system of informational/directional signs must be installed directing guests to all appropriate facilities (at a minimum, all public facilities) contained within the building.

2519.02.D.2.a From the hotel entry to the restaurant and bar when entered through the hotel.

2519.02.E Lobby Area Signage

2519.02.E.1 100 percent non-smoking hotels must have signage at the front entrance visible for any guest entering the building. It must not be displayed directly on the front doors or at the front desk.

2519.02.F Public Restrooms

2519.02.F.1 Public restrooms must be clearly identified using international symbols.

2519.02.G Food & Beverage

2519.02.G.1 Hours of operation must be posted for the following areas:

Restaurant

Bar

2519.02.G.2 Restaurants that are entered through the hotel must have clearly identifiable signage.

2519.02.H Commercial Facilities

2519.02.H.1

Hours of operation must be posted for the following areas:

Sundries/Gift Shop

Guest Laundry (if applicable)

2519.02.I Executive Lounge

2519.02.I.1 Hours of operation must be posted for the Executive Lounge.

2519.02.J Meeting Facilities

2519.02.J.1 The primary entrance to the meeting facilities must have a digital wall-mounted event board.

2519.02.J.2 Meeting rooms must have the function room name and an integrated LED/LCD display for information services.

2519.02.J.3 Not Applicable to this Brand

2519.02.J.4 Hours of operation must be posted for the Business Center (24 hour availability).

2519.02.K Fitness Center Signage

2519.02.K.1 The facility must be clearly marked and identified with the approved and trademarked words and graphics "DoubleTree by Hilton Fitness." The signage graphics are available from Hilton Fitness and must be purchased locally.

2519.02.K.2 Hours of operation must be posted for the Fitness Center.

2519.02.K.3 Instructional signage must conform to the graphics and identity standards. In addition to any local law requirements and unless there is a conflict with local law, instructional signage must include the following fitness center guidelines at a minimum:

2519.02.K.3.a Consult a physician before beginning an exercise program.

2519.02.K.3.b For your safety, please follow posted instructions when using equipment.

2519.02.K.3.c Use equipment at your own risk.

2519.02.K.3.d Children under 16 years of age are not permitted in the fitness center.

2519.02.K.3.e Stop exercising if you feel faint, dizzy, exhausted or have any feeling of discomfort.

2519.02.K.3.f In the interest of hygiene, please wipe down equipment after use.

2519.02.K.3.g [Brand] is not liable for personal injury, loss of property or any other claims arising out of the use of this facility or the equipment.

2519.02.K.3.h Lockers are available on a first come first serve basis, for day use only. The Hotel does not supply locks. (if applicable)

2519.02.K.4 Each piece of strength equipment must have signage displaying instructions on its proper use.

2519.02.K.5 Not Applicable to this Brand

2519.02.K.6 Not Applicable to this Brand

2519.02.K.7 Signage must be provided in the fitness center for emergencies. The signage must include details regarding emergency services/requirements as outlined by local ordinance.

2519.02.K.8 The fitness center must have dual-language signs to meet international hotel standards where applicable.

2519.02.L Pool/Whirlpool/Spa Signage

2519.02.L.1 Hours of operation must be posted for the following areas:

Pool

Spa

2519.02.L.2 The following information must be included in the pool signage, plus any additional information required by regional and local ordinances:

2519.02.L.2.a Pool for use by registered guests only.

2519.02.L.2.b Children under 16 must be supervised by an adult at all times.

2519.02.L.2.c Shower before entering pool.

2519.02.L.2.d No running/horseplay in the pool area. Persons with skin lacerations, infections or blisters must not enter the pool.

2519.02.L.2.e Breakable service ware and glass bottles are prohibited in the pool or deck area.

2519.02.L.2.f No lifeguard on duty. (unless required by local code)

2519.02.L.2.g No diving.

2519.02.L.2.h Pool hours are __ a.m. to __ p.m.

2519.02.L.2.i Maximum pool depth: feet and _____ meters

2519.02.L.2.j Maximum load capacity: _____

2519.02.L.2.k Swim at your own risk. Owner and management are not responsible for accidents and injuries.

2519.02.L.3 The following information must be included in the whirlpool signage, plus any additional information required by regional and local ordinances:

2519.02.L.3.a Whirlpool for use by registered guests only.

2519.02.L.3.b Children under 16 must be supervised by an adult at all times.

2519.02.L.3.c Shower before entering whirlpool.

2519.02.L.3.d Elderly persons, pregnant women, infants and those with health conditions requiring medical care must consult a physician before entering the whirlpool.

2519.02.L.3.e Persons under the influence of alcohol or drugs must not use the whirlpool.

2519.02.L.3.f Persons with skin lacerations, infections or blisters must not enter the whirlpool.

2519.02.L.3.g No glass allowed in the whirlpool area.

2519.02.L.3.h No lifeguard on duty. (unless required by local code)

2519.02.L.3.i No diving.

2519.02.L.3.j Whirlpool hours are __ a.m. to __ p.m.

2519.02.L.3.k Maximum whirlpool depth: _____ feet and _____ meters

2519.02.L.3.l Maximum load capacity: _____

2519.02.L.3.m Use whirlpool at your own risk. Owner and management are not responsible for accidents and injuries.

2519.02.L.4 Provide a sign clearly stating "Emergency equipment shut-off" directly above the shut-off switch for the whirlpool pumps.

2519.02.L.5 Not Applicable to this Brand

2519.02.L.6 Signage must be provided in the spa for emergencies. The signage must include details regarding emergency services/requirements as outlined by local ordinance.

2519.02.M Circulation Signage

2519.02.M.1 Not Applicable to this Brand

2519.02.M.2 Elevator lobbies and elevator cabs must have signs that state during a fire emergency the exit stairs must be used instead of the elevator.

2519.02.M.3

Honors Signage: A Honors floor sign is required to be placed in a conspicuous area of the elevator landing. The sign must be installed 54"/1.37 m above the finished floor from the center of the sign. NOTE: Hilton Honors Floor designation and signage standards are currently under review by the Brand. Hotels are not permitted to install or order the signage package for the Honors floor until the review has been completed. Once standards are finalized, all hotels must comply with the mandated standards at the time of communication.

2519.02.M.4 Not Applicable to this Brand

2519.02.M.5 Honors Signage: A Honors elevator button is required for each set of elevators in the public areas.

2519.02.M.6 All floor levels, within enclosed stairs, must be clearly numbered at each landing. The letters must be 6"/150 mm minimum high and reflective.

2519.02.M.7 Exit stair doors must have signs that state they are fire doors and must remain closed at all times.

2519.02.N Guestroom Signage

2519.02.N.1 Guestroom signage must be provided on corridor wall adjacent to strike side of each guestroom door.

2519.02.N.2 Honors Signage: The Honors room signs are required. The Honors room sign must be installed at 1.5"/38 mm centered above the current room number sign.

2519.02.N.3 The international "no smoking" symbol must be clearly displayed at all guestrooms designated as "non-smoking". The graphic must be included with the guestroom numeral signage. As an alternate, entire floors may be designated as non-smoking with "no smoking" graphics in each elevator/lift lobby, rather than on each guestroom door.

2519.02.N.4 The back of the guestroom door must include a sign containing fire evacuation information. This sign must be centered on the door below the door viewer. The following must be included:

2519.02.N.4.a Emergency exit plan

2519.02.N.4.b Pull station and fire extinguisher locations

2519.02.N.4.c Maximum room rate (where required by law)

2519.02.N.4.d Check-in and check-out times (where required by law)

2519.02.N.4.e Safety deposit box availability

2519.02.N.4.f Local laws/standards

2519.02.N.4.g For your privacy and security, always use your deadbolt to double lock your room from inside. The safety latch and door viewer must be used to visually identify anyone outside your door. Follow these general guidelines at all applicable passage doors.

2519.03 Digital Signage System

2519.03.A Digital Signage Approval

The digital signage system must be approved by Hilton.

2519.03.B Digital Signage Meeting Area Location Requirements

Digital signage must be provided outside each ballroom, meeting room, board room and in the pre-function area. It must display the name of the room and company details (where requested).

2519.03.C Digital Signage Wiring Distribution

Each digital sign must have a 20amp service CAT6 wiring distribution from a central MDF or IDF.

2519.03.D Digital Signage Installation Requirements

The following guidelines must be included for the physical installation of the digital signage:

2519.03.D.1 Center of screen must be 60"/1.50 m from the floor.

2519.03.D.2 Signage must be properly ventilated to prevent overheating.

2519.03.D.3 Signage must be accessible for servicing after the installation.

2519.03.E Digital Signage Location Requirements

Digital signage must be located in the following locations:

2519.03.E.1 Hotel main lobby entrance - 40"/1.02 m Monolith/Freestanding screen

2519.03.E.2 Elevator/Lift Cabs - 15"/381 mm screens

2519.03.E.3 Meeting Room/Business Center entrance - 32"/810 mm In-wall screen

2519.03.E.4 Meeting Room/Boardroom entrances - 15"/381 mm In-wall screens

2519.03.E.5 Ballroom way finder from main lobby - 32"/810 mm In-wall screen

2519.03.E.6 Ballroom pre-function entrance - 40"/1.02 m In-wall portrait screen

2519.03.E.7 Ballroom pre-function - 40"/1.02 m In-wall portrait screen

2519.03.E.8 Ballroom registration desks - 32"/810 mm Screens on mobile stands

2519.03.E.9 Ballroom entrances - 15"/381 mm In-wall screens

2519.04 Exterior Signage

2519.04.A Property Identification Signage Reference

Refer to <https://designinformation.hilton.com> for property identification signs in the Exterior Signage Specifications.

2519.04.B Main Entry Door Property Identification Sign

An approved sign manufacturer, licensed by Hilton, must fabricate and install all property identification signs. Contact information may be found online at <https://designinformation.hilton.com>.

2519.04.C Property Identification Signs

2519.04.C.1 A minimum of one internally illuminated ground monument sign and one internally illuminated building mounted sign is required for all properties. Additional signage may be required by Hilton dependent upon building orientation and visibility.

2519.04.C.2 Not Applicable to this Brand

2519.04.C.3 The ground sign pedestal or base must be protected from damage by planter box, landscaping or other means.

2519.04.C.4 Blade signs are allowed at urban locations when a mount location is not available for ground signs. Blade signs must be internally lit and comply with brand standards. Neon is not allowed.

2519.04.C.5 Illuminated signs must be time switched and photo-cell controlled.

2519.04.C.6 Exposed conduit and/or raceways are prohibited at building face signs.

2519.04.C.7 Not Applicable to this Brand

2519.04.C.8 At time of replacement, materials including the light source must match any remaining/existing materials. Full signage replacement must comply with current specification standards.

2519.04.C.9 Exterior signage must be installed prior to opening, including conversion properties.

2519.04.D Exterior Miscellaneous Signs

2519.04.D.1 External way finding signage must be provided for properties where travel path decision points occur forcing a guest to turn left, right or continue straight ahead.

2519.04.D.2 Not Applicable to this Brand

2519.04.D.3 Not Applicable to this Brand

2519.04.D.4 Not Applicable to this Brand

2519.04.D.5 Porte cochere clearance signage must be provided for clearances less than 15'-0"/4.5 m. Letter height must be 6"/15 cm minimum and the color must contrast the adjacent building color.

2519.04.D.6 Separate restaurant and bar exterior entrances must be clearly identified with awnings or canopies with graphics bearing the establishment's name.

2519.04.D.7 No additional advertising (banners, billboards and interior or exterior reader boards) are permitted on the building.

2519.04.E Parking Signage

2519.04.E.1 Directional signage to the parking area must be clearly visible when not obvious.

2519.04.E.2 Floor level and area signs must be provided in parking garages for ease of locating vehicles.

2519.04.E.3 A disclaimer must be posted in all guest parking areas on the site that user assumes all risks, that all valuables should be removed from vehicle, and that owner and management have no liability for loss or damage. Signs must be located along parking lanes and be mounted to light poles or independent poles with spacing not to exceed 100'-0"/30 m.

2519.04.E.4 Not Applicable to this Brand

2519.04.E.5 Signage identifying designated accessible parking spaces must be provided at guest parking areas.

Abbreviations			
°F	Fahrenheit	A	Amp
AFF	Above the Finished Floor	C	Celsius
CFLs	Compact Fluorescent Lamp	CFM	Cubic Feet per Minute
CYP	Computer Yarn Placement	D	Depth
DDM	Distributed Data Management	dia.	Diameter
DX	Direct Expansion	EAT	Entering Air Temperature
FDB	Fahrenheit Dry Bulb	FF&E	Furniture, Fixtures & Equipment
FT	Feet or Ft2 (Feet squared)	GFCI	Ground Fault Circuit Interrupter
GPF	General Protection Fault	GPM	Gallons Per Minute
HD	High Definition	HR	Humidity Ratio
HVAC	Heating Ventilation Air Conditioning	HZ	Hertz
kg	Kilograms	KW	Kilowatts
lb	Pounds	LCD	Liquid Crystal Display
M	Meters	MATV	Master Antenna Television
MCDB	Mean Coincident Dry Bulb	MDB	Mean Dry Bulb
MERV	Minimum Efficiency Reporting Value	mm	millimeters
OSA	Outside Air	oz.	Ounces
PTAC	Package Terminal Air Conditioner	PVC	Polyvinyl chloride
SCR	Silicon Controlled Rectifier	sq.	square
STC	Sound Transmission Coefficient	SVRS	Safety Vacuum Release System
V	Volts	VOC	Volatile Organic Compounds
ACT	Acoustical Ceiling Tile		
CDB	Celsius Dry Bulb		
CPU	Central Processing Unit		
dBA	A-weighted decibel		
DP	Dew Point		
EIFS	Exterior Insulation Finish System		
FPM	Feet Per Minute		
GFI	Ground Fault Interrupter		
H	Height		
HSIA	High Speed Internet Access		
IIC	Impact Insulation Class		
L	Length		
LED	Light Emitting Diode		
MC	Metallic Conduit		
MDF	Medium Density Fiberboard		
NIC	Noise Isolation Class		
PSI	Pounds per Square Inch		
PVS	Personal Viewing Screen		
SRI	Solar Roof Index		
TDD	Telecommunications Device for the Deaf		
W	Width		
Acronyms			
A&C	Architecture & Construction	AAMA	American Architectural Manufacturers Association
ABA	Architectural Barriers Act	ADA	American Disabilities Act
AMCA	Air Moving and Conditioning Association	ANSI	American National Standards Institute
ASA	American Standards Association	ASHRAE	American Society of Heating, Refrigerating and Air Conditioning Engineers
ASTM	American Society for Testing and Materials	AWMA	Air & Waste Management Association
		AATCC	American Association of Textile Chemists and Colorists
		AGA	American Gas Association
		ARI	Air Conditioning and Refrigeration Institute
		ASME	American Society of Mechanical Engineers
		AWS	American Welding Society

Acronyms					
BS	British Standard	CFFA	Chemical Fabrics and Film Association	DHI	Door and Hardware Institute
DHSI	Door and Hardware Systems, Inc.	DIN	Deutsches Institut fur Normung (German Institute for Standardization)	EN	Euro Norm (European Standard)
EPA	Environmental Protection Agency	ETL	Environmental Testing Laboratories	FIA	Factory Insurance Association
FM	Factory Mutual	GB	Guobiao (Chinese Standard)	IBR	Institute of Boiler and Radiator Manufacturers
IEEE	Institute of Electrical and Electronic Engineers	ISO	International Standards Organization	MPEG	Moving Picture Experts Group
NEC	National Electrical Code	NECA	National Electrical Contractors Association	NEMA	National Electrical Manufacturers Association
NESC	National Electrical Safety Code	NFPA	National Fire Protection Association	NSF	NSF International
OSHA	Occupational Safety and Health Act	SAE	Society of Automotive Engineers	SBI	Steel Boiler Institute
SCS	Scientific Certification System	SMACNA	Sheet Metal and Air Conditioning Contractors National Association	UFAC	Upholstered Furniture Action Council
UL	Underwriters Laboratories	UMC	Uniform Mechanical Code	WH	Warnock Hersey

Terminology/Definitions					
AACHEN	Measurement for dimensional stability	Alarm verification	A feature internal to automatic fire detection and alarm systems, wherein the report of smoke detection is confirmed within a specific period of time before initiating an alarm	Area of refuge	An area where persons unable to use stairways may remain for a period of time, waiting for assistance or instructions during an emergency
Common path of travel	The portion of an egress path traveled before two or more distinct paths to an exit are available	Dead end corridor	The portion of a corridor where only one path of travel is available before two or more distinct paths to an exit are available	Level of exit discharge	The point at which a person is considered to be exited from a building and is in, or has immediate access to a public way
lux	Unit of measurement for illumination	Manual fire alarm box	A manually operated device used to initiate an alarm signal	Normally occupied spaces	Spaces that are occupied on a regular basis, either permanently or temporarily
Pre-signal alarm	Wherein a fire alarm signal sounds only in an attended location, providing a predetermined amount of time to investigate a detection notice, before initiating an automatic alarm evacuation sequence	Public way	A space, street, alley or land dedicated to the public,for public use that is open to the outside air and is of sufficient size to accommodate those exiting from a building	Response time index (RTI)	A standardized measurement of the thermal sensitivity of an automatic sprinkler. Quick Response (QR) sprinklers are those units with RTI of 50 or less.
Smoke alarm	A single or multiple-station alarm device responsive to smoke, connected to building electrical service and not connected to the building fire alarm system	Smoke detector	A low-voltage device that senses visible or invisible particles of combustion integrated and listed for service with the building fire alarm system.		

ANEXO III - MÓVEIS, EQUIPAMENTOS, ITENS DE DECORAÇÃO E UTENSÍLIOS (“MASTER LIST”)

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
RECEPÇÃO/LOBBY					
CAPACHO		TAPETES BRASIL	RHEMACON		
Capacho entrada empreendimento	unid	Mod. Tapete Nomad 3M liso na cor do piso com rebaixamento no piso - Med. do capacho será calculada baseada na medida da porta de entrada do lobby.	Mod. Tapete Nomad 3M liso na cor do piso com rebaixamento no piso - Med. do capacho será calculada baseada na medida da porta de entrada do lobby.		
Uso: Porta de entrada do lobby () + Reserva do Lobby ()					
Capacho úmido	unid	TAPETES BRASIL Mod. Linha Acqua 3M - Med. do tapete será calculada baseada na medida da porta de entrada do lobby.	RHEMACON Mod. Linha Acqua 3M - Med. do tapete será calculada baseada na medida da porta de entrada do lobby.		
Uso: Do lado de dentro da porta de entrada do lobby () + Reserva do Lobby ()					
Tapete anti stress		TAPETES BRASIL Mod. Tapete 3M anti fadiga em placas nas medidas 1,20 x 0,80 ou sob medida	RHEMANCON Mod. Tapete 3M anti fadiga em placas nas medidas 1,20 x 0,80 ou sob medida		
Uso: lado de dentro de cada balcão ilha.					
BALCÃO PARA MANOBRISTA					
Balcão para Manobrista	unid	Mod. A verificar com o lay out da Construtora e ser aprovada pela Atlantica Hotels			
OBS1.: Prever ponto de lógica, elétrica e telefonia					
CARRINHOS		RODCAR			
Carrinho de bagagem tipo aeroporto, sendo 1 unidade para cada 20 aptos.	unid.	Mod.: P4 HEC (90 x 50 x 105 cm)			
SUPORTE PARA GUARDA CHUVA		ARTPLAN			
Porta guarda-chuvas em aço inox	unid	Mod.: 1092p			
Uso: recepção					
ENSACADOR DE GUARDA CHUVA		ARTPLAN			
Ensacador de guarda chuva	unid	Mod. 1133 - aço inox (1000 sacos)			
Uso: recepção					
GUARDA CHUVA		SUNBLOCK			
Guarda-chuvas gigante com logotipo HILTON em cores (areas sociais + areas externas). A Atlantica Hotels já possui o layout do guarda chuva padrão bandeira HILTON	unid	Mod.: Guarda-chuva Ø1,40m (70cm x 08 varetas) nylon resinado.			
OBS.: foi calculado 10 unidades por ser o mínimo exigido pelo fornecedor					
ORGANIZADOR DE FILA					

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Organizador de fila	unid	ARTPLAN Mod. 1112 - R (2 m)			
MÁQUINA DETECTORA DE FALSIFICAÇÃO DE NOTAS					
Máquina de detecção de notas falsas - bivolt	unid	SUPERTESTE Mod. Único - bivolt			
DESFIBRILADOR					
Desfibrilador OBS.: Deverá ser adquirido cf legislação para ambientes com circulação com mais de 1500 pessoas.	unid	Adquirir de fornecedor local			
SUPORTE PARA NOTEBOOK OU TABLET (LAPTABLE)					
Suporte para notebook ou tablet	unid	ASYS Mod. Laptable zoom			
FECHADURA POR SISTEMA DE APROXIMAÇÃO RFID COM PARA BLUETOOTH / PROGRAMADOR DE CARTÃO / SERVIÇOS / LEITOR DE ELEVADOR / ECONOMIZADOR					
FECHADURA RFID COM BLUETOOTH - SAFLOK RT79 Fechadura 79 RFID, com BLE habilitado (Auto Dead Bolt), acabamento cromo acet, 32 mm Uso: Aptos () + GG () + Maleiro () + Controladoria () + Fitness Center () + acesso circulação de serviço - mezanino + CPD () Software modelo 6000 Encoder RFID - para gravação das chaves	unid	DORMAKABA Mod.: fechadura Saflok RT 79			
Cartão de Proximidade RFID com infravermelho para ativar o economizador de energia - COM LOGO HILTON (para hóspede)	unid	PETRONE (para mod fechadura DORMAKABA) Deverá ser cartão com logo HILTON (padrão HILTON) - Mod. Mifare 1K Layout cf padrão bandeira HILTON			
Cartão de auditoria					
Cartão de staff (para uso de colaborador)	unid				
SERVIÇOS Serviço de Instalação + configuração das fechaduras Serviço de Treinamento Operacional a equipe gerencial e operacional do hotel.					
SISTEMA RAC - CONTROLE DE ACESSO PROXIMIDADE / ELEVADORES Leitores em cada elevador - sistema RFID Instalação + configuração + treinamento	unid				
ECONOMIZADOR DE ENERGIA - SISTEMA BLUETOOTH Economizador de energia 4 x 2 - Infravermelho	unid				
SERVIÇOS DE ACESSO MÓVEL + INTERFACE COM SISTEMA HOTELEIRO + INTEGRADOR LOCAL + LICENÇAS DE USO E IMPLANTAÇÃO DormaKaba está em fase de desenvolvimento da interface com sistema hoteleiro e será necessário buscar um integrador nacional/local					

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Licença anual (fee por apto. para geração de chaves do aplicativo)					
LOBBY MEDIA					
Programação da media	unid	WIDE Mod. Verificar com Depto. MKT .			
EQUIPAMENTO LOBBY MEDIA (será instalado no lobby do Hotel) / SUPORTE					
LED 40" ou 42" - consultar a Atlantica Hotels antes da aquisição Uso: Recepção/lobby OBS1.: VERIFICAR VOLTAGEM OBS2.: Deverá ter interligação do computador á Tv por meio de cabo HDMI ou cabo UTP com adaptadores.	unid	CONTEC Mod.Led 40" ou 42" - c/ conversor integrado	JLX Mod.Led 40" ou 42" - c/ conversor integrado	HARUS Mod.Led 40" ou 42" - c/ conversor integrado	SEMP TLC Mod.Led 40" ou 42" - c/ conversor integrado
Suporte de parede para LED 40" ou 42" OBS.: Verificar como será a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
Computador para abastecer a informação OBS.: Verificar onde será instalado em conjunto com a Construtora. Prever instalação de ponto de elétrica e antena e conciliar com decoração	unid	Mod. Verificar com Depto de TI corporativo			
LED PARA LOBBY BAR / SUPORTE					
LED 50" para Lobby Bar Uso: Lobby Bar OBS.: VERIFICAR VOLTAGEM	unid	CONTEC Mod.Led 50" - c/ conversor integrado	JLX Mod.Led 50" - c/ conversor integrado	HARUS Mod.Led 50" - c/ conversor integrado	SEMP TLC Mod.Led 50" - c/ conversor integrado
Suporte de parede para LED 50" OBS.: Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
PLACA DIVULGAÇÃO SEGURANÇA					
Placa acrílica para colocação de poster de segurança Uso: recepção/lobby	unid	VISUAL GEAC Mod.: elevador			
WELCOME GATE					
Aparador para boas vindas ao hospede OBS1.: Prever ponto de elétrica no local definido. OBS2.: Prever itens em serviços conforme manual de Branding.	unid	Mod. Verificar Projeto de Decoração.			
MÁQUINA DE CAFÉ EXPRESSO - Deverá estar na área do Lobby					
Máquina para café expresso	unid	Mod. Consultar a Atlantica Hotels			

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
OBS1.:Prever aparador para colocação da máquina - verificar com Construtora e conciliar com a decoração o móvel OBS2.:Prever ponto de elétrica					
THE SHOP					
Mobiliário Equipamentos e utensílios		Cf Projeto de Decoração Cf Master List de Alimentos e Bebidas			
LIXEIRA ALTA EM AÇO INOX - COLETA SELETIVA					
Lixeira alto em aço inox com coleta seletiva (3 divisões) Uso: Hall de elevador social terreo () + Portaria Social () + Lobby BAR () + Recepção () + Boardroom Mezanino () + Restaurante () + The Shop () + Área da piscina () + Bar da piscina () + Fitness Center () + Descanso Sauna () + Boardroom 1 - anexo () + Boardroom 2 - anexo ()	unid	ARTPLAN Mod. 3043/3 em aço inox - 50 litros			
CINZEIRO					
Cinzeiro para bituca de cigarro em aço inox Uso: Portaria social	unid	ARTPLAN Mod.: 1611i	RUBBERMAID by CLEANING SOLUTIONS Mod. ATL27 (Piso)		
SUPORTE PARA EXTINTOR DE INCÊNDIO					
Suporte para extintor OBS1.: quantidade e tipo (água, pó químico) a ser definido de acordo com o Projeto do Corpo de Bombeiros para obtenção do AVCB. OBS2.: Após o recebimento do Projeto do Corpo de Bombeiros será quantificado OBS3.: Caso no Projeto do Corpo de Bombeiros não aprove os extintores no chão, deverá ser especificado o suporte dos extintores para parede. Alterando os modelos especificados.		ARTPLAN Mod.: 1111 - aço inox			
COLETOR DE PILHAS E BATERIAS					
Coletor de pilhas e baterias Uso: Próximo ao refeitório	unid	ARTPLAN Mod.: 1620 - 24 x 28 x 45			
RESTAURANTE / BAR DO LOBBY / BAR DA PISCINA / THE SHOP /COZINHA / WELCOME GATE					
EQUIPAMENTO DE COZINHA E DECORAÇÃO: RESTAURANTE / BAR DO LOBBY / BAR DA PISCINA / THE SHOP / COZINHA / WELCOME GATE					
O Projeto de Cozinha e Decoração do Restaurante/ Bar do Lobby / Bar da piscina / The Shop / Cozinha / Welcome Gate, deverão ser aprovados pelo Depto de Alimentos e Bebidas Corporativo da Atlantica Hotels. (Equipamento de cozinha, mesas, cadeiras, objetos decorativos, buffet, aparador, móveis de apoio, balcão do bar, cortina, vol, etc)					
MASTER LIST DE ALIMENTOS E BEBIDAS					

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Será entregue pelo Departamento de Alimentos e Bebidas Corporativo). Inclui: louças, copos, talheres, itens decorativos, itens de buffet, utensílios e equipamentos de cozinha, toalhas, jogo americano, utensílios regionais, etc..... Enxoval (toalhas, guardanapos, cobre-manchas, etc) / etc. IMPORTANTE: As medidas e quantidades do enxoval de mesa, deverão seguir o Projeto de Cozinha e Decoração do Restaurante. Projeto de cozinha e Decoração do Restaurante / Bar do Lobby / Bar da piscina / The Shop / Cozinha / Welcome Gate - será coordenado pelo Departamento de Alimentos e Bebidas corporativo juntamente com o Departamento de Implantação. Display para cardapio - Modelo em marcenaria e deverá ser aprovado pelo Departamento de Implantação e contemplado no Projeto de Decoração do Restaurante.					
MOBILIÁRIO DE RESTAURANTE / BAR DO LOBBY / BAR DA PISCINA / THE SHOP / WELCOME GATE					
Mobiliário do Restaurante / Bar do Lobby // Bar da Piscina / The Shop / Welcome Gate OBS.: a quantificação e os modelos constam no Projeto de Cozinha e Decoração. Seguir com os fornecedores homologados e especificados ao lado.		FRANCO & BACHOT Mod. Verificar de acordo com a Decoração	LE DESIGN Mod. Verificar de acordo com a Decoração	STUDIO CONTRACT Mod. Verificar de acordo com a Decoração	
CADEIRA PARA CRIANÇA					
Cadeira para criança Uso: restaurante ()	unid	RUBBERMAID (Cleaning Solutions) Mod.: ATL76			
LED / SUPORTE LED (RESTAURANTE / BAR DO LOBBY / BAR DA PISCINA					
LED 40" ou 42" - com conversor integrado Uso: Restaurante () + Bar da Piscina () OBS.: VERIFICAR VOLTAGEM	unid	CONTEC Mod.Led 40" ou 42" - c/ conversor integrado	JLX Mod.Led 40" ou 42" - c/ conversor integrado	HARUS Mod.Led 40" ou 42" - c/ conversor integrado	SEMP TLC Mod.Led 40" ou 42" - c/ conversor integrado
Suporte de LED 42" OBS1.: Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
LAVANDERIA / ROUPARIA ANDARES / GOVERNANCA/ MANUTENÇÃO					
IMPORTANTE: ESTÁ SENDO CONSIDERADA A TERCEIRIZAÇÃO DA LAVAGEM DE ROUPA INDUSTRIAL, POR ISSO SÓ ESTÃO SENDO ESPECIFICADOS EQUIPAMENTOS BÁSICOS E DOMÉSTICOS PARA A OPERAÇÃO HOTELEIRA.					
CARRINHOS OPERACIONAIS					
OBS.: As referências e modelos dos carrinhos operacionais foram baseados nas seguintes informações: medida das portas dos elevadores sociais e de serviço, medida da cabine do elevador, layout da rouparia central). Caso tenha qualquer alteração nessas informações, essas especificações poderão sofrer alterações.					

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Carrinho camareira com porta e fechadura e na parte superior uma caixa para amenities com fechadura e roda de borracha (modelo sujeito a alteração conforme observação abaixo)	unid	RODCAR Mod.: H2A-BO- Linha Classic curto - 117 x 54 x 126	RUBBERMAID by CLEANING SOLUTIONS Mod.: ATL03 com fechamento - 124,5 x 55,9 x 127 + gaveteiro ATL01C		
Carrinho para reposição frigobar OBS.: Caso o frigobar seja terceirizado, poderá ser desconsiderado a compra deste item	unid	RODCAR Mod.: FGT (74 x 50 x 125)			
Carro Roupa Molhada e seca (em vinil ou polipropileno)	unid	RODCAR Mod. RV vinil (91 x 66 x 88) 400 lt	RUBBERMAID by CLEANING SOLUTIONS - opção 1 Mod. ATL 85 Carro Dobravel X-Cart - 300l	RUBBERMAID by CLEANING SOLUTIONS- opção 2 Mod. ATL 09	HTL360º Mod. Mod. 5042 (94 x 63,5 x 106,2)
Carro Roupa seca	unid	RODCAR Mod. RDV vinil (69 x 60 x 104)	RUBBERMAID by CLEANING SOLUTIONS Mod. ATL83	HTL360º Mod. 5041 (70,5 x 63,5 x 87,6)	
Carro Transporte de entrega de roupa hóspede	unid	RODCAR Mod. P3 GXP (109 x 61 x 185 cm)	HTL 360º Mod. 2103191 (110 x 610 x 184 cm)		
Arara de roupas e uniformes	unid	RODCAR Mod. ARARA em Z (60 x 150 x 183)	MULTIFORM Mod. AR		
Carro para transporte de roupas	unid	RODCAR Mod. RTR (80 x 56 x 185)			
Carrinho de limpeza completo com MOP (carrinho + balde espremedor + cabo+ mop) Uso.: área comum ()	unid	RODCAR Mod. L7P (116 x 57 x 100) + L8 + HMPC 0015A +RMPC013	RUBBERMAID by CLEANING SOLUTIONS Mod. ATL05 (126 x 55 x 97) + ATL55 + ATL50 + ATL51		
Carrinho Mop (balde espremedor + cabo + mop) Uso.: Restaurante ()	unid	RODCAR Mod. L8 (52x 37 x 48 - 24 L) + HMPC 0015A +RMPC013	RUBBERMAID by CLEANING SOLUTIONS Mod. ATL55 (57 x 38 x 44 - 33 L) + ATL50 + ATL51		
Carrinho Can Fix - Programa Sempre Novo (Estação de trabalho Trade Master)	unid.	HTL 360º Mod. ATL81 (85 x 82 x 50)	RUBBERMAID by CLEANING SOLUTIONS Mod. 4031 (124,5 x 67 x 97,2)		
CARRINHOS PARA TRANSPORTE DE LIXO					
OBS.: As referências e modelos foram baseados nas seguintes informações: medida das portas dos elevadores sociais e de serviço, medida da cabine do elevador, layout das rouparias dos andares, layout da rouparia central). Caso tenha qualquer alteração nessas informações, essas especificações podem ser alteradas.					
Carrinho para transporte de lixo plataforma com tampa sem acabamento em madeira	unid	RUBBERMAID by CLEANING SOLUTIONS Mod.ATL09 + ATL10- cap. 400 lts (112 x 79 x 83)	RODCAR Mod.RC + TR-C- cap. 400 lts (112 x 78 x 82)	HTL 360º Mod. 4711 (108,6 x 71,1 x 83,8)	
Carrinho coletor de lixo grande	unid	RODCAR Mod. L3G - cap. 240 lts.	ART PLAN Mod. 1706 - 240 lts. (57 x 74 x 107)		

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Carrinho coletor de lixo pequeno	unid	Mod. L3P - cap. 120 lts.	Mod. 1705 - 120 lts. (48 x 55 x 93)		
EQUIPAMENTOS PARA LIMPEZA					
Aspirador de pó (aptos) OBS.: VERIFICAR VOLTAGEM	unid	SOTECO (Tecnoclean) Mod. A115	MARFRANTEC - Opção 1 Mod. Pit Bul	MARFRANTEC - Opção 2 Mod. Leo	NILFISK by CLEANING SOLUTIONS Mod.: GD 11
Aspirador de Pó e Água (área comum) OBS.: VERIFICAR VOLTAGEM	unid	SOTECO (Tecnoclean) Mod. A135	MARFRANTEC - Opção 1 Mod. Allergon	MARFRANTEC - Opção 2 Mod. A 262	
Lavadora de alta pressão OBS.: VERIFICAR VOLTAGEM	unid	KARCHER (Tecnoclean) Mod. HD585	WAPP (Tecnoclean) Mod. L1600	MARFRANTEC Mod. JACTO 7200	CLEANING SOLUTIONS Mod. JACTO 7200
Enceradeira industrial OBS.: VERIFICAR VOLTAGEM	unid	CLEANER by TECNOCLEAN Mod.: CL350			
Discos para enceradeira - branco	unid	Mod.: adequado a enceradeira			
Discos para enceradeira - verde	unid	Mod.: adequado a enceradeira			
Discos para enceradeira - amarelo	unid	Mod.: adequado a enceradeira			
UTENSÍLIOS PARA LIMPEZA					
Kit para limpeza de vidros /extensão	unid	TOMKI by CLEANING SOLUTIONS Mod. Rodo 1401 + cabo 1413	BRALIMPIA by TECNOCLEAN Mod. Kit Plus		
Mop de limpeza com sistema Pulse com refil Uso: 1 por carrinho camareira () + área comum ()	unid	RUBBERMAID by CLEANING SOLUTIONS Mod. Pulse	RUBBERMAID by SCHIPPER & THOMPSON Mod. Pulse		
Placas de Sinalização - Piso Molhado - 55 cm de altura	unid	RODCAR Mod.: L4	RUBBERMAID by CLEANING SOLUTIONS Mod.: ATL68	BRALIMPIA by TECNOCLEAN Mod. PL2000	
Placas de Sinalização - Manutenção - 55 cm de altura	unid	Mod.: L6	Mod.: ATL89	Mod. PL2003	
ESCADAS					
Escada 3 degraus em alumínio tubular - dupla Uso: Rouparia Geral/ Lavanderia () + Manutenção (+ 1 por rouparia de andar ())	unid	ART FACTORY by TECNOCLEAN Mod.: 1,20 mts			
MÁQUINA DE LAVAR E SECAR					
Máquina de lavar roupas 10kg. - prever ponto de elétrica, esgoto e hidráulica	unid	BRASTEMP (GAZIN by HARUS) Mod. BWG11AB	ELECTROLUX (PONTO FRIO by HARUS) Mod. LT12F - 12kg		
Secadora de roupa 10 kg OBS1.: VERIFICAR VOLTAGEM OBS2.: Para uso doméstico	unid	Mod. BSR10AB	Mod. STR10		

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
FERRO E TÁBUA DE PASSAR PROFISSIONAL					
Ferro de passar roupa a vapor profissional com suporte	unid	JLX - Continental			
Tábua para passar roupa profissional	unid	Mod. Continental VAP525			
Tábua para passar mangas	unid	Mod. Tábua de passar (130 x 45 x 83) Mod. Tábua de passar mangas (70x12x22cm)			
ESPELHO					
Espelho de corpo inteiro	unid	Mod. Verificar medida e modelo de acordo com a Decoração			
Uso:Rouparia dos andares					
TANQUE ROUPARIA E LAVANDERIA / ROUPARIA DOS ANDARES					
Tanque para lavar roupa	unid				
Uso.: Rouparia / Lavanderia () + Rouparia de andares ()					
OBS.: Prever ponto de esgoto e hidráulica					
CABIDEIRO PARA VASSOURAS					
Cabideiro com 4 ganchos para rodos e vassouras	unid	JLX			
Uso: Rouparia geral / lavanderia () + rouparia dos andares () + manutenção ()		Mod. Cabideiro SUPERPRO BETTANIN			
MAQUINA DE COSTURA					
Maquina de costura para pequenos reparos	unid	JLX - Singer			
OBS.: VERIFICAR VOLTAGEM		Mod. Maquina Tradition 2250			
BANCADA DE MANUTENÇÃO					
Bancada de manutenção com 1 módulo, 7 gavetas	unid	JLX - Gedore			
OBS.:Prever pontos elétricos 4 pontos 110 volts e 2 pontos 220 volts		Mod.: 30820-84522 - Med. 700 x 1500 x 840			
TANQUE MANUTENÇÃO					
Tanque para lavagem	unid	Verificar se está contemplado na obra			
OBS.: Prever ponto de esgoto e hidráulica					
ADMINISTRAÇÃO/SERVIÇO					
EQUIPAMENTOS DE TI					
		Verificar Master List de TI			
APARELHOS DE RÁDIO COMUNICAÇÃO					
Aparelho para comunicação digital bidirecional 900 mhz	unid	MOTOROLA			
Uso: Manutenção (); Governança (); Recepção (), GG (), uso comum (), Eventos - quando for liberado () Gerente de A&B ()		Mod.: DTR 620			
Bateria sobressalente	unid				

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Capa para aparelho Fone de ouvido Licença Anatel - este modelo, não e necessário	unid unid				
ACESSÓRIOS PORTADOR DE DEFICIENCIA					
Cadeira de Rodas Maca dobrável	unid unid	SANTA LUZIA Mod. Padrão mínimo 60 cm de largura Mod. Padrão	JAGUARIBE Mod. Padrão mínimo 60 cm de largura Mod. Padrão		
Cadeira para banho (já incluso no Master List de aptos) Relógio despertador / alarme vibratório (disponível na governança cf. demanda) Dispositivo móvel com chamadas em vídeo e mensagem (nas áreas comuns)	unid unid unid	Mod. Especificado no Master List de aptos Mod. Verificar a lei de acessibilidade Mod. Verificar a lei de acessibilidade			
ARMÁRIOS VESTÁRIOS / ARMÁRIOS E ESTANTES METÁLICAS					
Armários Vestiários com porta metálica, com 8 portas em tela sobrepostas Uso.: Hotel () + A&B ()	unid	ISMA Mod. ST GR-208 (195 X 124,5 X 41)			
Armários Vestiários com porta metálica, com 6 portas em tela sobrepostas Uso.: Hotel ()	unid	Mod. ST GR-206 (195 X 941 X 41)			
Estante metálica aberta com 6 prateleiras reguláveis - Med. 92 x 43 x 200 Uso:Depósito Manutenção (), Lavanderia / Rouparia ().	unid	ISMA Mod. L-03 (93 x 43 x 200)			
Estante metálica aberta com 6 prateleiras reguláveis - Med. 92 x 58 x 200 Uso:Depósito Manutenção (), DML G1(), Lavanderia / Rouparia ().	unid	ISMA Mod. L-03 (92 x 58 x 200)			
MOBILIÁRIO ÁREA ADMINISTRATIVO					
Seguir layout da Construtora para quantificação do mobiliário Prever persianas para áreas adm/serviço, caso necessário					
Maleiro Estantes para as malas dos hóspedes		Contemplado em marcenaria			
Vendas /Reservas / Eventos Armário alto com prateleira - med.: 0,80 x 0,50 x 1,60 Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60 Armário baixo com prateleira - med.: 0,80 x 0,50 x 0,70 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Cadeira ergonômica sem braço, com regulagem de altura a gás e sem rodizio Mesa de trabalho 1,20 X 0,60 Gaveteiro volante com 3 gavetas	unid unid unid unid unid unid unid unid	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318 Mod.: Linha Facility Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Gerente Geral Armário alto com prateleira - med.: 0,80 x 0,50 x 1,60 Armário baixo com prateleira - med.: 0,80 x 0,50 x 0,70 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Cadeira ergonômica sem braço, com regulagem de altura a gás e sem rodizio	unid unid unid unid	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Mesa de trabalho em L 1,40 X 1,40	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Controladoria (adm./contábil/financeiro)		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Armário alto com prateleira- med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Armário baixo com prateleira - med.: 0,80 x 0,50 x 0,70	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Mesa de trabalho 1,20 X 0,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Controllor		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Armário alto com prateleira- med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Armário baixo com pasta suspensa - med.: 0,80 x 0,50 x 0,70	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Cadeira ergonômica sem braço, com regulagem de altura a gás e sem rodizio	unid	Mod. Linha Office	Mod.: 318	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Mesa de trabalho 1,20 X 0,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Comprador		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Armário baixo com prateleira - med.: 0,80 x 0,50 x 0,70	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 318	Mod. Linha Office	
Cadeira ergonômica sem braço, com regulagem de altura a gás e sem rodizio	unid	Mod. Linha Office	Mod.: 318	Mod. Linha Office	
Mesa de trabalho 1,20 X 0,60	unid.	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid.	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
RH		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Armário alto com prateleira - med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Armário baixo com pasta suspensa - med.: 0,80 x 0,50 x 0,70	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Cadeira ergonômica sem braço, com regulagem de altura a gás e sem rodizio	unid	Mod. Linha Office	Mod.: 318	Mod. Linha Office	
Mesa de trabalho 1,40 X 0,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
SALA DE TREINAMENTO		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Cadeira com braço universitário	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Mesa de trabalho 1,20 X 0,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Apoio Recepção		CONCETTO	STUDIO CONTRACT(ARVY)	STUDIO CONTRACT(BY ART)	
Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Armário alto com prateleira - med.: 0,80 x 0,50 x 1,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio	unid	Mod. Linha Office	Mod.: 319	Mod. Linha Office	
Mesa de trabalho 1,20 X 0,60	unid.	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Mesa de trabalho 1,40 X 0,60	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	
Gaveteiro volante com 3 gavetas	unid	Mod. Linha Office	Mod.: Linha Facility	Mod. Linha Office	

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Gerente de A&B Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Armário baixo com prateleira - med.: 0,80 x 0,50 x 1,60 Mesa de trabalho 1,20 X 0,60 Gaveteiro volante com 3 gavetas	unid. unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: 318 Mod.: Linha Facility Mod.: Linha Facility Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Manutenção Armário baixo com prateleira - med.: 0,80 x 0,50 x 1,60 Armário alto com prateleira - med.: 0,80 x 0,50 x 1,60 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Cadeira ergonômica sem braço, com regulagem de altura a gás e rodizio Gaveteiro volante com 3 gavetas Mesa de trabalho 1,20 X 0,60	unid. unid. unid. unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318 Mod.: Linha Facility Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Governança Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60 Armário alto com prateleira- med.: 0,80 x 0,50 x 1,60 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Cadeira ergonômica sem braço, com regulagem de altura a gás e rodizio Mesa de trabalho em L 1,50 x 1,50 Mesa de trabalho redonda 0,90 Gaveteiro volante com 3 gavetas	unid. unid. unid. unid. unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318 Mod.: Linha Facility Mod.: Linha Facility Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Gerente De Eventos Armário alto com pasta suspensa - med.: 0,80 x 0,50 x 1,60 Armário alto com prateleira- med.: 0,80 x 0,50 x 1,60 Armário baixo com prateleira - med.: 0,80 x 0,50 x 1,60 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Cadeira ergonômica sem braço, com regulagem de altura a gás e rodizio Mesa de trabalho 1,20 X 0,60 Gaveteiro volante com 3 gavetas	unid. unid. unid. unid. unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318 Mod.: 318 Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Almoxarife Armário baixo com pasta suspensa - med.: 0,80 x 0,50 x 0,70 Armário alto com prateleira- med.: 0,80 x 0,50 x 1,60 Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Mesa de trabalho 1,20 X 0,60 Gaveteiro volante com 3 gavetas	unid. unid. unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: Linha Facility Mod.: Linha Facility Mod.: 319 Mod.: 318 Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office Mod. Linha Office	
Rouparia /lavanderia Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Mesa de trabalho 1,20 X 0,60 Gaveteiro volante com 3 gavetas	unid. unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: 319 Mod.: 318 Mod.: Linha Facility	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office Mod. Linha Office	
CPD Cadeira ergonômica com braço, com regulagem de altura a gás e rodizio Mesa de trabalho 1,20 X 0,60	unid. unid.	CONCETTO Mod. Linha Office Mod. Linha Office	STUDIO CONTRACT(ARVY) Mod.: 319 Mod.: 318	STUDIO CONTRACT(BY ART) Mod. Linha Office Mod. Linha Office	

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
ACOLCHOADO PARA ELEVADOR DE SERVIÇO					
Acolchoado para elevadores de serviço	unid	TAPETES BRASIL Mod. Fazer medição in loco			
BEBEDOURO E SUPORTE ACRÍLICO PARA COPOS					
Purificador de água - com ponto de hidráulica e elétrica Uso: entrada refeitório OBS.: VERIFICAR VOLTAGEM	unid	ELECTROLUX (PONTO FRIO by HARUS) Mod. PA21G	ELECTROLUX (GAZIN by HARUS) Mod. PA21G		
Bebedouro tipo garrafao com ponto elétrico com água natural + água gelada Uso - Apoio Recepção () + Circulação de serviços G1 () OBS.: VERIFICAR VOLTAGEM	unid	MONDIAL Mod.BB-02			
Lixeira para copo descartável - modelo sustentável para refeitório Uso: Refeitório () + Apoio Recepção () + Circulação de serviços G1 ()	unid	ARTPLAN Mod. 1530 - 400 copos agua			
Suporte para copo descartável Uso: Refeitório () + Apoio Recepção () + Circulação de serviços G1 ()	unid	ARTPLAN Mod. 6002			
CAPACHO - ENTRADA DE SERVIÇO					
Capacho Entrada Serviço Uso: Entrada de serviço OBS.: as medidas deverão ser checadas no local	unid	TAPETES BRASIL Mod. Tapete Nomad 3M liso na cor do piso com rebaixamento no piso - Med do capacho será calculada baseada na medida da porta de entrada do lobby.	RHEMACON Mod. Tapete Nomad 3M liso na cor do piso com rebaixamento no piso - Med do capacho será calculada baseada na medida da porta de entrada do lobby.		
CESTOS DE LIXO					
Cestos de lixo para administração Uso: Recepção (), Apoio recepção (), Vendas/ Reservas Gerente Geral (), Controladoria (), RH (), Sala de Treinamento (), Manutenção (), Depósito Manutenção (), Governanca () Rouparia dos andares (), Controller (), CPD (), Rouparia / Lavanderia (), Almoxarifado (), Gerente de A&B (), Comprador (), DML (), DML A&B (), Maleiro (), Camarin () , Gerente de Eventos ().	unid	ARTPLAN Mod.1000 (12 lts) - Med. 24 x 24 cm			
Lixeira com reciclagem de lixo para área de serviço (5 cores) Uso: Refeitório/ Sala de descanso ()	unid	ARTPLAN Mod. 4603/5			
Cinzeiro para bituca de cigarro Uso: Entrada serviço	unid	ARTPLAN Mod.: 1611i	RUBBERMAID by CLEANING SOLUTIONS Mod. 9W31		

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
ADMINISTRAÇÃO / SERVIÇOS (continuação)					
CLAVICULÁRIO		JLX			
Claviculario para chaves Uso: Governança; Manutenção; Controladoria, GG (definir onde será instalado)	unid	Mod. Cláviculário para chaves			
COFRES		ONITY	SAGA SYSTEMS	VINGCARD	DORMAKABA
Cofre Forte - Uso: Governanca (mesmo modelo apto)	unid	Mod.: OS 200	Mod.: SSC LAPTOP	Mod.: Zenith	Mod. Pin Laptop
Cofre Forte - Uso: Controller	unid	Mod. SSC SUITES	Mod. OS SUITE	-	-
Cofre com Boca de Lobo para abertura A4 - Uso:GG	unid	Mod. SSC SUITES BOCA DE LOBO	Mod. OS SUITE BOCA DE LOBO	-	-
Cofre com Boca de Lobo para abertura A4 - Uso:Recepção	unid	Mod. SSC SUITES BOCA DE LOBO	Mod. OS SUITE BOCA DE LOBO	-	-
CRACHÁS					
IMPORTANTE: A QUANTIDADE PODERÁ SOFRER ALTERAÇÃO, CASO A OPERAÇÃO DO RESTAURANTE SEJA OPERAÇÃO PRÓPRIA					
Crachá em acrílico com imã - HILTON	unid	MIX BRASIL Mod. Modelo com Imã para Chefia - HILTON			
Crachá em acrílico com alfinete - HILTON	unid	Mod. Alfinete para Operação - HILTON			
MÁQUINA ETIQUETADORA PARA CRACHÁS					
Máquina Etiketadora	unid	BROTHER (FARCOMP) Mod. Etiketadora PTP700 Brother			
Etiqueta para impressão (8 mts)	unid	Etiqueta 12mm (transparente escrita em preto) TZES131			
MÁQUINA FOTOGRÁFICA DIGITAL					
Máquina fotográfica digital com no minimo 20 megapixels Uso - todos os departamentos	unid	NIKON Mod. 20 megapixels	CANON Mod. 20 megapixels	SAMSUNG Mod. 20 megapixels	
QUADROS DE AVISO/ MAGNÉTICOS					
Quadro porta documentos em feltro, porta de vidro e fechadura (med. 0,90 x 1,20) Uso: Refeitório / Sala de descanso () +Sala de treinamento ()	unid	JLX Mod. Quadro porta de vidro	Comprar com fornecedor local		
Quadros magnético com moldura em alumínio (med. 0,90 x 1,20) Uso: Refeitório / Sala de descanso () + Sala de Treinamento ()	unid	JLX Mod. Quadro magnetico	Comprar com fornecedor local		
RELÓGIOS e RELOGIO DE PONTO					
Relógio de parede Uso: Governança (), Rouparia / Lavanderia (), Manutenção (), Vestiário masculino e Feminino (), Refeitório / Descanso de funcionários (), Sala de Treinamento (), Triagem ().	unid	Comprar com fornecedor local			

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Relógio de ponto - com software biométrico - cf. recomendação RH AHI	unid	DIMEP Mod.REP - Print Point III			
UNIFORMES					
OBS. 1: PREVER VERBA DE R\$ _____ (Com A&B)		OFFICE COLLECTION Os modelos serão enviados posteriormente, assim como a qtde e grade de tamanhos, pois dependerá do processo seletivo, que ocorrerá próximo a abertura do empreendimento.			
OBS. 2: o Projeto dos Uniformes será desenvolvido pela Atlantica Hotels e enviado posteriormente					
OBS. 3: Próximo a abertura do empreendimento, após emissão do pedido, será montada e enviada a grade de tamanhos dos colaboradores para compra dos uniformes com detalhamento das peças.					
REFEITÓRIO DE FUNCIONÁRIOS					
IMPORTANTE: FOI QUANTIFICADO BASEADO NO LAYOUT FEITO PELA CONSTRUTORA (MESA, CADEIRA, ETC..)					
MOBILIÁRIO					
Mobiliário do refeitório OBS.: a quantificação e os modelos constam no Projeto de Cozinha. Seguir com os fornecedores homologados e especificados ao lado.		STUDIO CONTRACT Mod. Verificar de acordo com a Decoração 			

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
LED 32" - prever ponto de elétrica e antena OBS.: VERIFICAR VOLTAGEM OBS2.: Prever ponto de elétrica	unid	Mod.Led 32" - c/ conversor integrado (fabricante em fase de homologação)	Mod.Led 32" - c/ conversor integrado (fabricante em fase de homologação)	Mod.Led 32" - c/ conversor integrado (fabricante em fase de homologação)	Mod.Led 32" - c/ conversor integrado (fabricante em fase de homologação)
Suporte para LED 32" OBS.: Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
TELEVISOR E SUPORTE - SALA DE TREINAMENTO					
LED 40" ou 42" - com conversor integrado Uso: Restaurante () + Bar da Piscina () OBS.: VERIFICAR VOLTAGEM	unid	CONTEC Mod.Led 40" ou 42" - c/ conversor integrado	JLX Mod.Led 40" ou 42" - c/ conversor integrado	HARUS Mod.Led 40" ou 42" - c/ conversor integrado	SEMP TLC Mod.Led 40" ou 42" - c/ conversor integrado
Suporte de LED 42" OBS1.: Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
DIVERSOS					
Gancho duplo de metal Uso: Refeitório / Descanso de Funcionários (10)	unid	CRISMOE Mod.: GAMA CR (CURVO) - Cod: 27.17.044.028.08	RODDEX Mod. 00503		
Placa acrílica para colocação de poster (código conduta e poster do programa EU VOU ALEM) Uso:Refeitório / Descanso de funcionários () + Sala de Treinamento ()	unid	VISUAL GEAC Mod.: elevador PNL			
Placa acrílica para colocação de cardápio	unid	USINA MKT Mod. A4			
UTENSÍLIOS DE REFEITÓRIO					
Utensílios de A&B		SCHIPPER & THOMPSON Contemplado no Master List de A&B	DAYHOME Contemplado no Master List de A&B		
EVENTOS					
DECORAÇÃO CONVENÇÕES E FOYER Deverá seguir o projeto decoração					
DIVISÓRIAS ACÚSTICAS					
Divisórias acústicas para salas de eventos removíveis OBS1.: Deverá ser adquirido pela Construtora		DIMOPLAC Modelo será definido de acordo com a Decoração			

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
OBS2.: A quantificação deverá ser feita com a visita do técnico para medição					
RELÓGIO DIGITAL					
Relógio digital		Adquirir com fornecedor local			
SALA DE REUNIÃO - BOARD ROOM 1 - HOTEL					
Mesa para 10 lugares OBS.: Deverá ter pontos de elétrica, lógica e telefonia embutido na mesa de reunião	unid	CONCETTO Mod. A definir de acordo com a Decoração	STUDIO CONTRACT (ARVY) Mod. A definir de acordo com a Decoração	STUDIO CONTRACT (BY ART) Mod. A definir de acordo com a Decoração	
Cadeiras ergonômicas com espaldar alto	unid	Mod. A definir de acordo com a Decoração	Mod. A definir de acordo com a Decoração	Mod. A definir de acordo com a Decoração	
Aparador em marcenaria para apoio de coffee break	unid	Mod. A definir de acordo com a Decoração	Mod. A definir de acordo com a Decoração	Mod. A definir de acordo com a Decoração	
LED / SUPORTE - BOARD ROOM 1 - HOTEL					
LED 50" Uso.: Boardroom 1	unid	CONTEC Mod.Led 50"	JLX Mod.Led 50"	HARUS Mod.Led 50"	SEMP TLC Mod.Led 50"
Suporte para LED 50" OBS1.: Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir. OBS2.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
PLACA DIVULGAÇÃO SEGURANÇA					
Placa acrílica para colocação de poster de segurança. Uso:Boardroom Hotel () OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	VISUAL GEAC Mod.: elevador PNL			
PLACA INDICATIVA					
Monitor de 17"/19" Uso: Ao lado de cada porta de sala indicando, evento e ocupação OBS1.: Caso este item seja adquirido , desconsiderar da comunicação visual. OBS2.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	SAMSUNG Mod: Monitor E1720NRX	LG Mod.: Monitor 19,5" 20M37AA-B	CONTEC Mod.: Samsung ou LG conforme modelos anteriores	JLX Mod.: Samsung ou LG conforme modelos anteriores
TELA AUTOMATIZADA/PROJETOR E MICROFONE OBS 1: Deverá estar contemplado no projeto de sonorização. A Construtora deverá encaminhar projeto para aprovação para a Atlantica Hotels Tela automatizada nas salas de reuniao Sonorização Projetor Microfone com fio Microfone sem fio					
CADEIRAS EMPILHÁVEIS / CARRINHOS		TOMBERLIN	MULTFORM	MASTERLINE	

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Cadeiras empilháveis - ver tecido de acordo com a Decoração OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	Mod. CAP	Mod. Miami	Mod. CA	
Carrinho para transporte de cadeiras de convenções - transporta até 10 cadeiras empilhadas Carrinho para transporte de mesas de convenções - transporta até 6 mesas OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid unid	TOMBERLIN Mod. TC Mod. MTP	MULTIFORM Mod. CTRC Mod. CTM	MASTERLINE Mod. CC Mod. CM	
MESAS/ PÚLPITO/ PALCO					
Mesas dobráveis retangulares 0,80 x 1,82 m - Coffee break e mesa para palestrante OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	TOMBERLIN Mod. MF188	MULTIFORM Mod. MF188	MASTERLINE Mod.MF 80/ M 188	
Mesas dobráveis retangulares 0,45 x 1,22 m OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	TOMBERLIN Mod. MF124	MULTIFORM Mod. MF124	MASTERLINE Mod. MF 45/ M 124	
Mesas redondas de d= 1,50 OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	TOMBERLIN Mod. MRF15	MULTIFORM Mod. MRS15	MASTERLINE Mod. MR15	
Mesas de apoio 0,90 x 0,90 OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	TOMBERLIN Mod. MQF909	MULTIFORM Mod. MQF909		
Púlpito: com rodízios, suporte para microfone e logomarca bandeira QUALITY OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	TOMBERLIN Mod. PP	MULTIFORM Mod. PP	MASTERLINE Mod. PM	
Palco para Sala de Convenções Escada para palco 0,45 OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid unid	TOMBERLIN Mod. PD 226 - med. 2,20 x 1,10 x 0,60 Mod. ES 116 - med. 1,10 x 0, 60	MASTERLINE Mod. P226 - Med. 2,20 x 1,10 x 0,60 Mod. EP116 - Med. 1,10 xc 0,60		
ENXOVAL DE EVENTOS					
Toalhas de lycra para mesas dobráveis retangulares 0,80 x 1,82 m	unid	POTENZA Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	KOUNTRY LINE Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	TOGNATO Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	
Toalhas de lycra para mesas dobráveis retangulares 0,45 x 1,22 m	unid	Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	Mod. Lycra - Cor a ser escolhida em conjunto com a decoração	
Toalhas de lycra para mesas dobráveis retangulares d= 1,40 OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid				
ITENS DIVERSOS EVENTOS					
Porta banner Flip chart com rodízio com quadro branco e altura regulável OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid unid	TOMBERLIN Mod PBS Mod. FCH8	MULTIFORM Mod PBS -	MASTERLINE Mod. PBO Mod. FC	
OLHO MÁGICO					
Olho mágico	unid	CRISMOE Mod. ALPHA CR cod 21.97.000.002.08	LOCKMASTER Mod. Imab	HAFELE Mod. 959.00.003	

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Uso.: Boardroom Hotel () OBS1.: Deverá ser instalado na porta de fora para dentro da sala, para que o hóspede possa enxergar quem está dentro da sala. OBS2.: a quantificação final será feita quando recebermos o Projeto da área de Eventos					
PLACA PLANO DE FUGA					
Placa em acrílico com a rota de fuga Uso.:Boardroom Hotel () IMPORTANTE: verificar se não está contemplado no projeto de comunicação visual OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	USINA MKT Mod. Papel A4			
FECHADURA POR SISTEMA DE APROXIMAÇÃO RFID COM BARRA ANTI PÂNICO / PROGRAMADOR DE CARTÃO - BOARD ROOM 1 - HOTEL					
Fechadura 79 RFID, com BLE habilitado (Auto Dead Bolt), acabamento cromo acet, 32 mm e barra antipânico Uso.: OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	DORMAKABA Mod.: fechadura Saflok RT 79 com barra antipânico			
Fechadura com sistema de aproximação RFID Uso.: OBS.: a quantificação final será feita quando recebermos o Projeto da área de Eventos	unid	Mod.: fechadura Saflok RT 79			
FITNESS CENTER /PISCINA / SAUNA					
DECORAÇÃO FITNESS CENTER Deverá seguir o projeto decoração da Construtora com a aprovação da Atlantica Hotels	proj				
EQUIPAMENTOS DE GINÁSTICA					
IMPORTANTE: FOI QUANTIFICADO EQUIPAMENTOS CF. MATRIZ DE PRODUTO E O LAYOUT DA SALA DE FITNESS. OBS1.: O fornecedor deverá disponibilizar ao hotel instruções de uso dos equipamentos para colocação na parede OBS 2.: VERIFICAR VOLTAGEM					
		JOHNSON FITNESS	LIFE FITNESS	CASA DO FITNESS	
Elíptico	unid	Mod. E1 X	Mod. CROSS-TRAINER / ELÍPTICO ACTIVATE	-	
Esteira elétrica profissional com monitor individual	unid	Mod. T1 XE	Mod. TREADMILL / ESTEIRA ACTIVATE com monitor individual.	-	
Bicicleta Horizontal	unid	Mod. R1X	Mod. INTEGRITY LIFECYCLE RECUMBENT BIKE	-	
Barra com espaldar para alongamento em madeira	unid	Mod. Espaldar em madeira	-	Mod. Espaldar em madeira	
Colchonete emborrachado ginástica	unid	Mod. Colchonete	-	Mod. Colchonete	
Banco regulável	unid.	Mod. Banco Adonis	Mod. Banco ajustável	Mod.: PBC072 3 posições Speedo	
Espelho com barra	unid	Mod. -cf. decoração	Mod. -cf. decoração	Mod. -cf. decoração	

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Aparelho de ginástica multifuncional com 2 colunas	unid	Mod. ST 710	Mod. FIT3-LE Multi-Estação com 3 Torres com Flexora e Extensora	Mod. Multi Estação Horizon Torus 5 - 1 Coluna de Peso	
Bola	unid	Mod. Bola (verificar o tamanho da Bola)	-	Mod. Bola (verificar o tamanho da Bola)	
Tapete de Yoga	unid	Mod. Tapete de yoga - Med. 1,80 x 0,60	-	Mod. Tapete de yoga - Med. 1,80 x 0,60	
Tornozeleira Emborrachada 1kg	par	Mod. Tornozeleira Emborrachada 1kg	-	Mod. Tornozeleira Emborrachada 1kg	
Tornozeleira Emborrachada 2kg	par	Mod. Tornozeleira Emborrachada 2kg	-	Mod. Tornozeleira Emborrachada 2kg	
Tornozeleira Emborrachada 3kg	par	Mod. Tornozeleira Emborrachada 3kg	-	Mod. Tornozeleira Emborrachada 3kg	
Tornozeleira Emborrachada 4kg	par	Mod. Tornozeleira Emborrachada 4kg	-	Mod. Tornozeleira Emborrachada 4kg	
Tornozeleira Emborrachada 5kg	par	Mod. Tornozeleira Emborrachada 5kg	-	Mod. Tornozeleira Emborrachada 5kg	
Tornozeleira Emborrachada 6kg	par	Mod. Tornozeleira Emborrachada 6kg	-	Mod. Tornozeleira Emborrachada 6kg	
Tornozeleira Emborrachada 7kg	par	Mod. Tornozeleira Emborrachada 7kg	-	Mod. Tornozeleira Emborrachada 7kg	
Tornozeleira Emborrachada 8kg	par	Mod. Tornozeleira Emborrachada 8kg	-	Mod. Tornozeleira Emborrachada 8kg	
Tornozeleira Emborrachada 9kg	par	Mod. Tornozeleira Emborrachada 9kg	-	Mod. Tornozeleira Emborrachada 9kg	
Tornozeleira Emborrachada 10kg	par	Mod. Tornozeleira Emborrachada 10kg	-	Mod. Tornozeleira Emborrachada 10kg	
Kit Halteres 1 a 10Kg com suporte	unid	Mod. Kit Halteres 1 a 10 kg	-	Mod. Kit Halteres 1 a 10 kg	
Placa informativa de instrução dos equipamentos	unid	Verificar com fornecedor	Verificar com fornecedor	Verificar com fornecedor	
Placa de instrução de alongamento	unid	Verificar com fornecedor	Verificar com fornecedor	Verificar com fornecedor	
RELÓGIO DE PAREDE					
Relógio de parede		A ser definido em conjunto com Decoração			
LED / SUPORTE 40" ou 42"					
LED 40" ou 42" - consultar a Atlantica Hotels antes da aquisição	unid	CONTEC Mod.Led 40" OU 42" - c/ conversor integrado (fabricante em fase de homologação)	JLX Mod.Led 40" OU 42" - c/ conversor integrado (fabricante em fase de homologação)	HARUS Mod.Led 40" OU 42" - c/ conversor integrado (fabricante em fase de homologação)	SEMP TLC Mod. Led 40" - 40S4900
OBS.: VERIFICAR VOLTAGEM					
Suporte de parede para LED 42"	unid	LOCKTEC Mod. Fixo MPSW698SF	HARUS Mod. Fixo		
GRAVURAS COM MOTIVO ESPORTIVO					
Gravuras com motivo esportivo		Modelo será definido de acordo com a Decoração			
ARMÁRIO PARA TOALHAS					
Armário para toalhas		Modelo será definido de acordo com a Decoração			
BEBEDOURO / SUPORTE E LIXEIRA DE COPOS DESCARTÁVEIS					
Bebedouro tipo garrafao com ponto elétrico com água natural + água gelada	unid	MONDIAL Mod.BB-02			
OBS1 :Prever ponto de elétrica					
OBS2 :VERIFICAR VOLTAGEM					
Lixeira para copo descartável para Fitness - modelo sustentável	unid	ARTPLAN Mod. 1532 - 400 copos de agua			

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Suporte para copo descartável	unid	Mod. 6010			
BALANÇA					
Balanca para Fitness Center		DAYHOME Mod. Y60			
MOBILIÁRIO DE PISCINA e ACESSÓRIOS DE PISCINA					
MOBILIÁRIO DE PISCINA					
		LE DESIGN	STUDIO CONTRACT		
Mesa		Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .	Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .		
Cadeira		Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .	Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .		
Espreguiçadeira		Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .	Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .		
Ombrelone		Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .	Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .		
ACESSÓRIOS PARA LIMPEZA PISCINA					
Aspirador		Verificar se está contemplado na obra			
Peneira para folhas		Verificar se está contemplado na obra			
Mangueira		Verificar se está contemplado na obra			
Escada para piscina		Verificar se está contemplado na obra			
ITENS DE SEGURANÇA					
Bóia salva-vidas		Adquirir Localmente			
Corda salva-vidas		Adquirir Localmente			
Cadeira para salva vidas		Adquirir Localmente			
Tela de proteção para piscina		Adquirir Localmente			
OBS.: Verificar legislação local do corpo de bombeiros					
TOALHA PARA FITNESS / PISCINA					
Toalha de Banho para Piscina	unid	DOHLER Mod. Linha Jacquard Plus Liso - Med. 0,86 x 1,50 m - cor azul	TRUSSARDI Mod. Beach - Med. 0,80 x 1,60 - Listrada		
Toalha para Fitness	unid	Mod. Linha Jacquard Liso - Med. 0,30 x 0,80 m - cor branca			
MOBILIÁRIO DA SAUNA					
		LE DESIGN	STUDIO CONTRACT		
Mobiliário da Sauna		Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .	Conforme Projeto de Decoração que deverá ser analisado e aprovado pela Atlantica Hotels .		

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
COMUNICAÇÃO VISUAL					
BANDEIRAS					
IMPORTANTE: VERIFICAR ANTES DA COMPRA, O TAMANHO DO MASTRO					
* Brasil	unid	CHAMEGO			
* Estado	unid	Med. Cf. altura do mastro			
* Município	unid	Med. Cf. altura do mastro			
OBS.: as medidas das bandeiras deverão ser compatíveis com a altura dos mastros. Deverão ser previstos 3 mastros de bandeira.		Med. Cf. altura do mastro			
PLACAS DE ADMINISTRAÇÃO					
* Placa de empreendimento - modelo para Recepção - med. 200x130mm - verificar projeto comunicação visual	unid	VISUAL GEAC			
* Placa Institucional - modelo para Entrada - med. 400 x 160mm - verificar projeto comunicação visual	unid	Ver especificação Atlantica Hotels			
		Ver especificação Atlantica Hotels			
PROJETO DE COMUNICAÇÃO VISUAL					
		VISUAL GEAC			
		Ver especificação Atlantica Hotels International			
ACESSÓRIOS DE BANHEIRO ÁREAS SOCIAIS / EVENTOS / LAZER					
* <u>cesto de lixo para vaso sanitário papel higiênico</u>	unid	ARTPLAN			
Uso:		Mod.1097 (15 lts) - com aro inox			
OBS.: Verificar com a legislação local se é necessário para os sanitários cestos de lixo com tampas e pedal. Se for exigência, os modelos especificados, sofrerão alteração.					
* <u>cesto de lixo alto para papel toalha</u>	unid	ARTPLAN			
Uso:		Mod. 1093 (50 lts) - com aro inox			
OBS.: Verificar com a legislação local se é necessário para os sanitários cestos de lixo com tampas e pedal. Se for exigência, os modelos especificados, sofrerão alteração.					
* <u>gancho curvo para portas dos sanitários</u>	unid	CRISMOE			
Uso:		Mod.: GAMA CR COD. 21.17.044.028.08			
OBS.: Verificar instalação e fixação para que consiga suportar a colocação de bolsas, sacolas, ternos, etc...)					
* <u>gancho curvo próximo ao lavatório</u>	unid	CRISMOE			
Uso:		Mod.: GAMA CR COD. 21.17.044.028.08			

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
OBS.: Verificar instalação e fixação para que consiga suportar a colocação de bolsas, sacolas, ternos, etc...)					
<u>* assento sanitário em resina</u> Uso:	unid	SICMOL Mod. Adquirir modelo compatível ao vaso adquirido pela obra	DECA Mod. Adquirir modelo compatível ao vaso adquirido pela obra		
<u>* espelho sobre lavatório (modelo deverá ser parede inteira)</u> Uso:	unid	Mod. Verificar medida e modelo de acordo com a Decoração			
<u>* espelho sobre lavatório para PNE -deverá ser inclinado cf. norma local</u> Uso:	unid	Mod. Verificar medida e modelo de acordo com a Decoração			
<u>* espelho de corpo inteiro</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* suporte para sabonete líquido</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* suporte para papel toalha</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* suporte para papel higiênico</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* dispenser de saquinho para absorvente higiênico</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* dispenser protetor de vaso</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
<u>* prateleira para celular (deverá ser instalado dentro da cabine do vaso sanitário e mictório)</u> Uso:	unid	Mod. Verificar medida e modelo de acordo com a Decoração			
<u>* batedor de porta entrada WC</u> Uso:	unid	CRISMOE Mod. Alfa CR - Cód. 21.02.000.002.08	LOCKMASTER Mod. Imab 801	HAFELE Mod. 937.54.510	
<u>* mola aerea para porta de entrada do WC</u> Uso:	unid	LOCKMASTER Mod. PPT (cor cinza) - modelo é até 36 kg.	HAFELE Mod. 931.89.009		
<u>* chuveiro para vestiários piscina e Fitness / Sauna / Piscina</u> Uso:	unid	DECA (opção 1) Mod. 1985.C.CT	DECA (opção 2) Mod. 1998.C.CT	HANSGRÖHE Mod. A definir	

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
* <u>Ducha para Piscina</u>	unid	DECA Mod a definir	DOCOL Mod a definir	HANSGROHE Mod a definir	
* <u>porta shampoo/saboneteira para chuveiro</u> Uso:	unid	DECA Mod. 2030.C.CLN	CRISMOE Mod. A definir	HANSGROHE Mod. A definir	
* <u>divisórias de WC</u> OBS.: Verificar se está contemplado na obra		Verificar se está contemplado na obra			
* <u>barra de apoio para sanitário PNE 80 cm.</u> Uso:	unid	CRISMOE Mod. ONESELF CR			
* <u>barra de apoio para lavatório.</u> Uso:	unid	CRISMOE Mod. L510 Oneself cod. 27.05.082.042.08			
BANCO DE MADEIRA Banco de madeira em L - Med. 2,00 x 0,40 Uso: vestiários masculino hotel	unid	MARCENARIA LOCAL Mod. Verificar Projeto de Marcenaria			
Banco de madeira em L - Med.1,67 x 0,45 Uso: vestiários feminino Hotel	unid	MARCENARIA LOCAL Mod. Verificar Projeto de Marcenaria			
ACESSÓRIOS PARA VESTIÁRIO FUNCIONÁRIOS/ BANHEIROS DE SERVIÇO E ADMINISTRATIVO					
* <u>assento sanitário em plástico</u> Uso:	unid	SICMOL Mod. Adquirir modelo compatível ao vaso adquirido pela obra	DECA Mod. Adquirir modelo compatível ao vaso adquirido pela obra		
* <u>cestos de lixo para vasos sanitários</u> Uso:	unid	ARTPLAN Mod.:4549 (15 lts) - branca			
* <u>cesto de lixo para papel toalha - tamanho grande</u> Uso:	unid	ARTPLAN Mod.:4552 (100 litros) - branca			

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
* <u>espelho sobre pia - med.- fazer medição in loco -(modelo deverá ser parede inteira)</u> Uso:	unid	Mod. Verificar medida e modelo de acordo com a Decoração			
* <u>espelho corpo inteiro - med.- fazer medição in loco</u> Uso:	unid	Mod. Verificar medida e modelo de acordo com a			
* <u>ganchos duplos de porta</u> Uso:	unid	CRISMOE Mod.: GAMA CR Cod. 21.17.044.028.08			
* <u>porta papel higiênico</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
* <u>porta papel toalha</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
* <u>suporte para sabonete líquido</u> Uso:	unid	KIMBERLY CLARK COMODATO	ALLIA HIGIENE COMODATO		
* <u>mola aerea</u> Uso:	unid	LOCKMASTER Mod. PPT (cor cinza) - modelo é até 36 kg.	HAFELE Mod. 931.89.009		
* <u>batedor de porta</u> Uso:	unid	CRISMOE Mod. Alfa CR - Cód. 21.02.000.002.08	LOCKMASTER Mod. Imab 801	HAFELE Mod. 937.54.510	
* <u>porta shampoo/saboneteira para chuveiro</u> Uso:	unid	DECA (opção 1) Mod. 2030.C.CLN	CRISMOE Mod. A definir	HANSGRÖHE Mod. A definir	
* <u>divisória wc</u> OBS.: Verificar se está contemplado na obra.		Verificar se está contemplado na obra.			

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ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
<u>* Ducha econômica</u> Uso: BATEDOR DE PORTA / MOLA AÉREA - ADM./SERVIÇO <u>Batedor de porta</u> Uso: Manutenção (), Depósito de Manutenção (), RH (), Sala de Treinamento (), GG (), Controladoria (), Depósito Mezanino (), Comprador (), Controller (), Governança (), Refeitório / Sala de Descanso (), CPD (), Maleiro (1), Apoio recepção (), Gerente de A&B () , Depósito de A&B (), Rouparia /Lavanderia (), Reservas /Vendas (),Depósito de Eventos(), Gerente de Eventos (), DML - mezanino (), DML - G1 (), Passagem Hotel para Lobby - Mezanino (). <u>mola aerea</u> Uso: Manutenção () Depósito de Manutenção (), RH (), Sala de Treinamento (), GG (), Controladoria (), Depósito Mezanino (), Comprador (), Controller (), Governança (), Refeitório / Sala de Descanso (), CPD (), Maleiro (1), Apoio recepção (), Gerente de A&B () , Depósito de A&B (), Rouparia /Lavanderia (), Reservas /Vendas (),Depósito de Eventos(), Gerente de Eventos (), DML - mezanino (), DML - G1 (), Passagem Hotel para Lobby - Mezanino (). OBS1.: Verificar peso e medida da porta	unid unid unid	DECA Mod. Linha SPOT CRISMOE Mod. Alfa CR - Cód. 21.02.000.002.08 LOCKMASTER Mod. PPT (cor cinza) - modelo é até 36 kg.	HANS GROHE Mod. Croma 75 LOCKMASTER Mod. Imab 801 HAFELE Mod. 931.89.009	HAFELE Mod. 937.54.510	
TECNOLOGIA DA INFORMAÇÃO					
Projeto de Informatica (hardware e software) Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação Central telefônica Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação Automacao e supervisão predial. Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação CFTV Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação Sonorização Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação Cabeamento de voz e dados. Obs: Especificação e quantificação será enviado pelo Depto. Tecnologia e Informação		CONTEC LEUCOTRON Obs.: ver quantidade de uhs LOCKMASTER	JLX		
PROJETOS ESPECÍFICOS					
Decoração de interiores Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels					

MASTER LIST DE EQUIPAMENTOS OPERACIONAIS HOTELEIROS ÁREAS COMUNS

Double Tree by HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações e atualizações ate a data da implantação do empreendimento.

ITEM	UNID.	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Comunicação visual Obs: Verificar Matriz de Produto bandeira Quality		VISUAL GEAC			
Iluminação Obs: Verificar Matriz de Produto bandeira Quality					
Paisagismo Obs: Verificar Matriz de Produto bandeira Quality					
Cozinha Obs: Consultar Departamento de Alimentos e Bebidas		MACOM	ALFATEC	TOPEMA	
Acústica Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels					
Audio e video Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels					
Ar condicionado e exaustão Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels					
Instalações elétricas e hidráulicas Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels					
TV por assinatura Obs: Deverá ser contratado pela construtora com análise da Atlantica Hotels		SILLYCOMM TV	NET		
Estrutura e fundação Obs: Deverá ser contratado pela construtora					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações ate a data da implantação do empreendimento.

ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
IMPORTANTE: ESTE MASTER LIST FOI BASEADO NO PROJETO RECEBIDOS E NAS REUNIÕES REALIZADAS ENTRE A CONSTRUTORA COM A ATLANTICA HOTELS. EM CASO DE MODIFICAÇÃO INFORMAR A ATLANTICA HOTELS PARA ADEQUAÇÕES NECESSÁRIAS. OS QUANTITATIVOS CONSIDERA 100% DOS APTOS. INTEGRANTES NO POOL DE LOCAÇÃO.					
ESTE MASTER LIST CONTEMPLA OS ITENS OPERACIONAIS HOTELEIROS. OS ITENS DE DECORAÇÃO, ILUMINAÇÃO E ACESSÓRIOS DE BANHEIRO DEVERÃO ESTAR NO PROJETO DA CONSTRUTORA, E DEVERÁ SER CONSULTADO A MATRIZ DE PRODUTO (BANDEIRA HILTON).					
CATEGORIZAÇÃO APTOS. Apartamento Superior Apartamento Luxo Apartamento Superior PCD TOTAL					
SENDO: Apto. Casal - 2,00 x 2,00 Apto Solteiro - 1,34 x 2,00 Apto. PCD - 1,60 x 2,00					
FECHADURA ELETRONICA		FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
FECHADURA SAFLOK RT79		DORMAKABA (fornecedo homologado Hilton) Mod.: Fechadura com sistema bluetooth com abertura da porta pelo celular			
Fechadura 79 RFID, com BLE habilitado, acabamento cromo acet, 32 mm	1 por apto + reposição	Mod.: fechadura Saflok RT 79			
Software modelo 6000					
Encoder RFID - para gravação das chaves	1 para cada ilha recepção				
Cartão de Proximidade RFID com Infravermelho para ativar o economizador de energia - COM LOGO HILTON (para hóspede)		Deverá ser cartão com logo Hilton (padrão Hilton)			
Cartão de auditoria					
Cartão de staff (para uso de colaborador)					
Serviço de Instalação + configuração das fechaduras					
Serviço de Treinamento Operacional a equipe gerencial e operacional do hotel.					
SISTEMA RAC - CONTROLE DE ACESSO PROXIMIDADE / ELEVADORES					
Leitores em cada elevador - sistema RFID	qtde - verificar o modelo e especificação do elevador e consultar o fabricante. Deverá ser instalado 1 por elevador				
Instalação + configuração + treinamento	idem acima				
ECONOMIZADOR DE ENERGIA - SISTEMA BLUETOOTH					
Economizador de energia 4 x 2 - Infravermelho	economizador de energia deve ser específico para sistema Bluetooth	DORMAKABA (padrão Hilton) Mod.: Economizador de Energia compatível com sistema Bluetooth Dormakaba			
SERVIÇOS DE ACESSO MÓVEL + INTERFACE COM SISTEMA HOTELEIRO + INTEGRADOR LOCAL + LICENÇAS DE USO E IMPLANTAÇÃO					
DormaKaba está em fase de desenvolvimento da interface com sistema hoteleiro e será necessário buscar um integrador nacional/local					
Licença anual (fee por apto. para geração de chaves do aplicativo)					
DOBRADIÇA COM MOLA					
Dobradiças com mola deve ser instalado em todas as portas, garantindo que as mesmas se fechem sozinho.	3 por porta apto	LOCKMASTER Mod. 39017028			
Obs. 1 .: Verificar medida da porta e peso	-				
Obs. 2.: Deverá ser instalada antes da instalação da fechadura eletrônica e assegurar que a porta fechará sozinha	-				
OLHO MÁGICO COM TAMPA					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: **DOUBLE TREE BY HILTON**

Esse masterlist pode ser alterado de acordo com eventuais atualizações dos padrões da marca Double Tree a serem executados no Brasil pela Hilton, e também sujeitos a alterações ate a data da implantação do empreendimento.

ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Olho mágico: deve ser instalado altura de 1,50 do chão. Em aptos. PCD, deve ter um segundo olho mágico e ser instalado a 1,10 m do chão.	1 por apto + 2 por apto PCD	CRISMOE Mod. ALFA CR cod. 21.97.000.002.08	LOCKMASTER Mod. Imab Cod. OM0816000CR00	RODDEX Mod.: Olho magico em zamack cromado 200 graus COD: 00560	
Tampa Olho mágico: deve ser instalado junto ao olho mágico na altura de 1,50 do chão. Em aptos. PCD, deve ter um segundo olho mágico com tampa e ser instalado a 1,10 m do chão.	1 por apto + 2 por apto PCD	CRISMOE Mod. PRODUTO PERSONALIZADO CR cod. 21.43.000.069.08	-	-	
FECHO TRIFOR / CHAPINHA PROTETORA					
Fecho trifor: Deve ter trava de segurança de aço instalado na altura do olho mágico. Em aptos. PCD, deve ter o fecho instalado na altura do olho mágico inferior.	1 por apto + 1 por porta de apto conjugado	CRISMOE Mod. ALFA CR Cod. 21.99.000.002.08	LOCKMASTER Mod. V18L Yale	RODDEX Mod.: Fecho trifor COD: 002363	
Chapinha protetora para batente da porta	1 por apto + 1 por porta de apto conjugado	CRISMOE Mod. ALFA IP Cod. 21.41.106.000.42	LOCKMASTER Mod. Em alumínio	RODDEX Mod.: Cantoneira para fecho trifor COD 002	
Obs. 1.: Verificar acabamento e necessidade de calço para o batente	-				
ROTA DE FUGA					
Rota de fuga: Deve ser instalada em display de acrílico acima do olho mágico (1,60m do chão), na parte de trás da porta, orientando para saída e procedimentos de emergência em caso de incêndio. Em aptos. PCD, deve estar instalada entre os dois olhos mágicos (1,20 do chão).	1 por apto	VISUAL GEAC Mod. Rota de fuga			
Acrílico para rota de fuga	1 por apto + reposição	USINA DE MARKETING Mod. Acrílico tamanho A4			
Obs. 1.:Deverá ser previsto no Projeto de Comunicação Visual.	-				
COLCHÃO E BOX					
Colchão + box de casal - med. 2,00 x 2,00 x 0,32	1 por apto casal	FLEX DO BRASIL Mod. Simmons Atlantica Plush OS Molejo LFK 2.2, 32 cm de altura com pillow top embutido			
Colchão + box de solteiro - med. 1,34 x 2,00 x 0,32	2 por apto solteiro	FLEX DO BRASIL Mod. Simmons Atlantica Plush OS Molejo LFK 2.2, 32 cm de altura com pillow top embutido			
Colchão + box de casal - med. 1,60 x 2,00 x 0,28 (PCD), sendo box + pé com medidas especiais (ver na especificação ao lado)	1 por apto casal	FLEX DO BRASIL Mod. 28 cm. altura com pillow top embutido. Para este item o box deverá ter 10cm e o pé 8cm , atendendo a norma ABNT 9050			
OBS1.: VER NA ESPECIFICAÇÃO AO LADO, AS ALTURAS DO PÉ E DO BOX PARA APTO. PCD COM O OBJETIVO DE ADEQUAR A NORMA ANBT. AS ALTURAS DE COLCHÃO, BOX E PÉ (46 CM TOTAL). É SOMENTE PARA APTO. PCD, O RESTANTE DOS APTOS. DEVEM SEGUIR A ALTURA DE PÉ E BOX PADRÃO DO FABRICANTE					
OBS2: o colchão deverá ter molejo contínuo; altura do colchão de 32 cm com pillow top embutido; box sommier bipartido com 2 rodízios na cabeceira e demais pés com sapatas anti-deslizantes.					
OBS3.: não é permitido a utilização de molejo bonnel					
OBS4.: o colchão foi desenvolvido exclusivamente para a Atlantica Hotels					
CAMA EXTRA					
Colchão para a Cama Extra: Colchão Cama extra: tamanho mínimo de 0,90 x 2,0.		FLEX Colchão Simmons Atlantica Plush OS 0,88 x 1,88 x 0,25			
Suporte Cama extra: tamanho mínimo de 0,90 x 2,0.		ROD CAR Suporte largura 0,90 x altura chão 0,65 x comprimento 1,95	MULTIFORM suporte medida 1,92x0,92X0,43		
BERÇO					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Berço com colchão	2% do número total de aptos	LENOX Mod. Dobrável - Berço Relax cód. 6029 A:79 X L:77 X P: 102cm	CLEANING SOLUTIONS Mod. CSPB Dobrável. A: 78 x L: 76 x P: 110 cm		
PORTA MALA					
Porta mala: ver obs. abaixo OBS.: foi solicitado pela Atlantica Hotels no relatório do dia 12/ Julho/17 a substituição do porta mala em marcenaria por puff estofado com rodízio.	1 por apto	Mod. Ver comentário ao lado			
AR CONDICIONADO					
Ar Condicionado: Deve ter controle remoto e split e ar quente e frio. É recomendado tb ar central (quente e frio) OBS.: Verificar Voltagem.	1 por apto. + reposição	MIDEA CARRIER Mod. Split VERIFICAR VOLTAGEMolts			
COFRE					
Cofre Eletrônico: Digital com software para sistema de auditoria. Dimensão que comporte um lap top de 15 polegadas (30 x 45 cm). Deverá ser adquirido pilhas	1 por apto. + reposição	ONITY Mod.: OS 200	VINGCARD Mod.: ZENITH	DORMAKABA Mod.: Cofre Eletrônico Supra Pin	DOMETIC Mod.: Cofre MD390 R AUD
FRIGOBAR					
Frigobar: Capacidade mínima de 40 litros, sistema de absorção. OBS.: Verificar o projeto de decoração para certificar a medida do mobiliario onde será instalado. Não é recomendado frigobar com porta de vidro.	1 por apto. + reposição	VINGCARD Mod.: PB40 - 40L Standard Door VERIFICAR VOLTAGEMolts	DOMETIC Mod.: ML40 litros, porta sólida VERIFICAR VOLTAGEMolts		
SMART TV LED					
Smart TV LED: 42" no mínimo, fixa no móvel ou no painel da parede com suporte móvel para poder mover o ângulo.	1 por apto. + reposição	SEMP TCL Mod.: 43S4900 - Led 43" Smart TV e com conversor integrado.	JLX Mod.: Semp TCL - 43S4900 - Led 43" Smart TV e com conversor integrado.	CONTEC Mod.: Semp TCL - 43S4900 - Led 43" Smart TV e com conversor integrado.	HARUS Mod.: Semp TCL -43S4900 - Led 43" Smart TV e com conversor integrado
SUPORTE TV					
Suporte de LED 42": Verificar como será a feita a fixação do LED junto a Decoração. Caso a instalação seja no móvel decorativo, esse item não será necessário adquirir.	1 por apto.	LOCTEK Mod.: Fixo	HARUS Mod.: Fixo		
CABO HDMI					
Cabo HDMI: Item para empréstimo disponível na recepção.	10% do total de apto.	CONTEC Mod.: Verificar com o departamento de TI.	JLX Mod.: Verificar com o departamento de TI.		
SAIA DE CAMA PARA BOX					
Saia para box de cama para Apto. Luxo Casal: Deve cobrir toda a lateral do box, podendo ser em lycra ou corino. Cor: cf. decoração aprovada	1 por apto. + reposição	KOUNTRY LINE Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	POTENZZA Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	TOGNATO Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	
Saia para box de cama para Apto. Superior Casal: Deve cobrir toda a lateral do box, podendo ser em lycra ou corino. Cor: cf. decoração aprovada	1 por apto. + reposição	KOUNTRY LINE Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	POTENZZA Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	TOGNATO Mod. Saia em lycra - definição de cor, medida 2,00x2,00xaltura do box	
Saia para box de cama para Apto. Superior Solteiro: Deve cobrir toda a lateral do box, podendo ser em lycra ou corino. Cor: cf. decoração aprovada	2 por apto. + reposição	KOUNTRY LINE Mod. Saia em lycra - definição de cor, medida 1,34x2,00xaltura do box	POTENZZA Mod. Saia em lycra - definição de cor, medida 1,34x2,00xaltura do box	TOGNATO Mod. Saia em lycra - definição de cor, medida 1,34x2,00xaltura do box	
Saia para box de cama para Apto. Superior PCD casal : Deve cobrir toda a lateral do box, podendo ser em lycra ou corino. Cor: cf. decoração aprovada	1 por apto. + reposição	KOUNTRY LINE Mod. Saia em lycra - definição de cor, medida 1,60x2,00xaltura do box	POTENZZA Mod. Saia em lycra - definição de cor, medida 1,60x2,00xaltura do box	TOGNATO Mod. Saia em lycra - definição de cor, medida 1,60x2,00xaltura do box	
TAPETE					
Tapete: Em apartamentos com piso frio ou piso de PVC imitando madeira deve existir tapete sob a cama e deve ser antiderrapante.	2 por apto. + reposição	TAPETES SÃO CARLOS Medida: 1,20 x 0,60 - Mod.: deverá se escolhido em conjunto com a decoração			
ENXOVAL DE CAMA					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Lençol para Apto. Casal (2,00 x 2,00) e PCD (1,60 x 2,00): Composição: 100% algodão, 220 fios por polegada. Cor branca	2 unidades por cama + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 2,90 x 2,90 (para cama 2,00 x 2,00)	Plooma Mod. 230 fios - 100% algodão - Med. 2,90 x 2,90 (para cama 2,00 x 2,00)	Trussardi Mod. 230 fios - 100% algodão - Med. 2,90 x 2,90 (para cama 2,00 x 2,00)	
Lençóis para Apto. Solteiro: 1,20 x 2,00 - Composição: 100% algodão, 220 fios por polegada. Cor branca.	2 unidades por cama + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 2,24 x 2,90 (para cama 1,34 x 2,00)	Plooma Mod. 230 fios - 100% algodão - Med.: 2,24 x 2,90 (para cama 1,34 x 2,00)	Trussardi Mod. 230 fios - 100% algodãoMed.: 2,24 x 2,90 (para cama 1,34 x 2,00)	
Fronhas para travesseiro 50 x 70 (fibra siliconizada anti alérgica)- Dimensões 0,55 x 0,75. Composição 100% algodão, 220 fios por polegada sem aba.	Quantidade de travesseiros + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 0,55 x 0,75	Plooma Mod. 230 fios - 100% algodão- Med.: 0,55 x 0,75	Trussardi Mod. 230 fios - 100% algodão - Med.: 0,55 x 0,75	
Fronhas para travesseiro 50 x 90 (pluma de ganso) : Dimensões 0,55 x 0,95 . Composição 100% algodão, 220 fios por polegada sem aba.	Quantidade de travesseiros + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 0,55 x 0,95	Plooma Mod. 230 fios - 100% algodão- Med.: 0,55 x 0,95	Trussardi Mod. 230 fios - 100% algodão - Med.: 0,55 x 0,95	
Capa para Edredon Casal (para cama 2,00 x 2,00): Deve ser branco percal 100% algodão liso, 220 fios. Deve ter por dentro laços nas bordas e centro que o prendam ao edredon, com fechamento tipo envelope. Cor branca	1 unid. por cama casal + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 3,00 x 2,60 (para cama 2,00 x 2,00)	Plooma Mod. 230 fios - 100% algodão - Med.: 3,00 x 2,60 (para cama 2,00 x 2,00)	Trussardi Mod. 230 fios - 100% algodão - Med.: 3,00 x 2,60 (para cama 2,00 x 2,00)	
Capa para Edredon Solteiro (para cama 1,34 x 2,00): Deve ser branco percal 100% algodão liso, 220 fios. Deve ser branco percal 100% algodão liso, 220 fios. Deve ter por dentro laços nas bordas e centro que o prendam ao edredon, com fechamento tipo envelope. . Cor branca	1 unid. por cama solteiro + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 2,34 x 2,60 (para cama 1,34 x 2,00)	Plooma Mod. 230 fios - 100% algodão - Med.: 2,34 x 2,60 (para cama 1,34 x 2,00)	Trussardi Mod. 230 fios - 100% algodão - Med.: 2,34 x 2,60 (para cama 1,34 x 2,00)	
Capa para Edredon Casal PCD (para cama PCD 1,60 X 2,00): Deve ser branco percal 100% algodão liso, 220 fios. Deve ter por dentro laços nas bordas e centro que o prendam ao edredon, com fechamento tipo envelope. Cor branca	1 unid. por cama casal PCD + 4 trocas	Sabie Mod. Tiffany - 220 fios - 100% algodão - Med.: 2,60 x 2,60 (para cama 1,60 x 2,00)	Plooma Mod. 230 fios - 100% algodão - Med.: 2,60 x 2,60 (para cama 1,60 x 2,00)	Trussardi Mod. 230 fios - 100% algodão - Med.: 2,60 x 2,60 (para cama 1,60 x 2,00)	
PROTETORES DE COLCHÃO E TRAVESSEIRO					
Protetor de travesseiro: Deve ser impermeável, tratamento anti-ácara, fechamento tipo envelope, 100% algodão. Medida: 0,50x0,70m	Quantidade de travesseiros + reposição	KOUNTRY LINE Mod. Impermeável slip - med.: 0,50 x 0,70	TOGNATO Mod. Impermeável slip - med.: 0,50 x 0,70	PLOOMA Mod. Impermeável slip - med.: 0,50 x 0,70	
Protetor de travesseiro: Deve ser impermeável, tratamento anti-ácara, fechamento tipo envelope, 100% algodão. Medida: 0,50x0,90 m	Quantidade de travesseiros + reposição	KOUNTRY LINE Mod. Impermeável slip - med.: 0,50 x 0,90	TOGNATO Mod. Impermeável slip - med.: 0,50 x 0,90	PLOOMA Mod. Impermeável slip - med.: 0,50 x 0,90	
Protetor de colchão Casal: Todas as camas devem ter no modelo slip e impermeável	Quantidade de colchão casal + reposição.	KOUNTRY LINE Mod. Impermeável - Med.: 2,00 x 2,00 x 0,32	TOGNATO Mod. Impermeável - Med.: 2,00 x 2,00 x 0,32	PLOOMA Mod. Impermeável - Med.: 2,00 x 2,00 x 0,32	
Protetor de colchão Solteiro: Todas as camas devem ter no modelo slip e impermeável	Quantidade de colchão solteiro + reposição.	KOUNTRY LINE Mod. Impermeável - Med.: 1,34 x 2,00 x 0,32	TOGNATO Mod. Impermeável - Med.: 1,34 x 2,00 x 0,32	PLOOMA Mod. Impermeável - Med.: 1,34 x 2,00 x 0,32	
Protetor de colchão PCD: Todas as camas devem ter no modelo slip e impermeável	Quantidade de colchão casal PCD + reposição.	KOUNTRY LINE Mod. Impermeável - Med.: 1,60 x 2,00 x 0,28	TOGNATO Mod. Impermeável - Med.: 1,60 x 2,00 x 0,28	PLOOMA Mod. Impermeável - Med.: 1,60 x 2,00 x 0,28	
Protetor de colchão para berço: modelo slip e impermeável	Quantidade de berço + reposição.	KOUNTRYLINE Mod. Linha Protection (slip)			
TRAVESSEIRO					
Travesseiros 0,50 x 0,70: fibra siliconizada, anti-alérgicos, gramatura 550g,	2 por apto. + reposição	PLOOMA Mod.Fiber Ball, 100% poliéster 230 fios com revestimento 100% algodão	ESSENCIAL Mod. Linha Premiun, percal 180 fios 100% algodão	TRUSSARDI Mod.: Travesseiro 100% fibra siliconizada	
Travesseiros 50 x 90 : modelo tipo "down", pluma de ganso para medida 0,50 x0,90.	2 por apto. + reposição	PLOOMA Mod. Pluma Ganso			
COBERTOR					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Cobertor Casal e Casal PCD (para colchão 2,00 x 2,00 e 1,60 x 2,00)	10% do numero de cama - casal e PCD. Deverá ficar disponível na Governança	SCAVONE Mod. Premium Microfibra Linha 260 g/m² Med.: 2,20 x 2,40	TRUSSARDI Mod. Polari - Microfibra Linha Premium 220 g/m² - Med.: 2,20 x 2,40	TOGNATO Mod. Rovigo - Microfibra 330g/m² Med.: 2,20 x 2,40	SABIE Mod. Sierra - Microfibra - 220 g/m2 Med.: 2,20 x 2,40
Cobertor Solteiro: (para colchão 1,34 x 2,00)	10% do numero de cama solteiro. Deverá ficar disponível na Governança	SCAVONE Mod. Microfibra Linha Premium 260 g/m² Med.: 1,80 x 2,20	TRUSSARDI Mod. Polari - Microfibra Linha Premium 220 g/m² - Med.: 1,80 x 2,20	TOGNATO Mod. Rovigo - Microfibra 330g/m² Med.: 1,80 x 2,20	SABIE Mod. Sierra - Microfibra - 220 g/m2 Med.: 1,80 x 2,20
EDREDOM					
Edredom Casal (2,00 X 2,00):	Quantidade de cama casal + reposição.	TRUSSARDI Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,90 x 2,50	ESSENCIAL Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos ,50para fixação do edredon na capa) Med.: 2,90 x 2,50	SABIE Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,90 x 2,50	
Edredom Solteiro (1,34 X 2,00)	Quantidade de camassolteiro + reposição.	TRUSSARDI Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,24 x 2,50	ESSENCIAL Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,24 x 2,50	SABIE Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,24 x 2,50	
Edredom Casal PCD (1,60 X 2,00):	Quantidade de cama casal + reposição.	TRUSSARDI Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,50 x 2,50	ESSENCIAL Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos ,50para fixação do edredon na capa) Med.: 2,50 x 2,50	SABIE Mod. com fibra siliconizada 180 grms/ m² (nos 4 cantos e centro, deve ser previsto ganchos para fixação do edredon na capa) Med.: 2,50 x 2,50	
ENXOVAL DE BANHO					
Toalha de banho: dimensão: 0,86m x 1,50m	3 unds por apto + 4 trocas	DOHLER Mod.:Linha Jacquard Plus Liso 494g/m²- med. 0,86 x 1,40	TRUSSARDI Mod. Linha Village 100% algodão 550g/m² barrado canelado 0,90larg x 1,60comp		
Toalha de rosto: dimensão : 0,48m x 0,85m	3 unds por apto + 4 trocas	DOHLER Mod.:Linha Jacquard Plus Liso 491g/m² - med. 0,50 x 0,80	TRUSSARDI Mod. Linha Village 100% algodão 550g/m² barrado canelado 0,48larg x 0,90comp		
Toalha de toilette: dimensão: 0,35 x 0,35m	3 unds por apto + 4 trocas	DOHLER Mod.:Linha Jacquard Plus Liso 498g/m² - med. 0,35x0,35	TRUSSARDI Mod. Linha Village 100% algodão 550g/m² 0,30larg x 0,30comp		
Toalha de Piso: dimensão: 0,48m x 0,80m	1 und por apto + 4 trocas	DOHLER Mod.:Linha Jacquard Plus Liso 669g/m² - med. 0,50 x 0,70	TRUSSARDI Mod. Linha Village 100% algodão 800g/m² barrado canelado 0,48larg x 0,80comp		
ROUPÃO					
Roupão: Devem ser previstos em piquet favo branco com logotipo, composição 100% algodão.	Somente para apto Luxo	DOHLER Mod.: Roupão Piquet - Logo 8 cm lado esquerdo conforme bandeira do Hotel	SABIE Mod.: Roupão Piquet - Logo 8 cm lado esquerdo conforme bandeira do Hotel	KOUNTRYLINE Mod.: Roupão Piquet - Logo 8 cm lado esquerdo conforme bandeira do Hotel	TOGNATO Mod.: Roupão Piquet - Logo 8 cm lado esquerdo conforme bandeira do Hotel
Tamanho G - no. 54					
Tamanho GG - no. 60					
ENXOVAL DE BERÇO					
Kit Enxoval de berço		TRUSSARDI - OPÇÃO 1	TRUSSARDI - OPÇÃO 2	TOGNATO	
Conjunto de 2 lençóis e 1 fronha para berço (kit com 03 unidades) - 100% algodão	Quantidade de berço + 3 trocas	Mod. Festonê	Mod. A Jour	Mod. Favo - somente enxoval, travesseiro não aprovado	
Colcha Metalassada	Quantidade de berço + 3 trocas	Mod. Festonê	Mod. A Jour	Mod. Favo - somente enxoval, travesseiro não aprovado	

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Travesseiro - 30 x 40	Quantidade de berço + 3 trocas	Mod. Anti alérgico e anti sufocante	Mod. Anti alérgico e anti sufocante	-	
Cobertor anti alérgico	Quantidade de berço + 3 trocas	-	-	Mod. Rovigo - microfibra - 330 gramas -0,90 x 1,10	
Protetor de berço nas 4 laterais, cabeceira e pés, quando for de marcenaria	Quantidade de berço + 3 trocas	-	-	Mod. Somente para protetor de berço, <u>travesseiro não aprovado.</u>	
ENXOVAL DE NUPCIAS					
Kit Enxoval de núpcias: Prever enxoval diferenciado, bordado ou com renda, sempre branco e 100% algodão. Edredom e capa. Seis travesseiros sobre a cama. Enxoval de banho deve ser composto por quatro toalhas de banho, podendo ser bordado ou com renda igual ao acabamento do enxoval de cama, além das toalhas de rosto e piso.		TRUSSARDI Mod.:Linha Navona ou La Fenice 200 fios	TRUSSARDI Mod.:Linha Liz ou Uffiz 300 fios	TOGNATO Mod. 200 fios	TOGNATO Mod. 300 fios
BATEDOR DE PORTA					
Batedor de porta: Tipo bola, em latão com diâmetro de 7/8" e 3,09 cm de altura, anticorrosivo, fixado com parafuso em latão alto atarrachante de 4,2x32mm, com bucha S 6 de nylon. Confeccionado em tubo de latão (liga 270) base utilizando rosetas de latão forjado dupla fixação. Com algum detalhe cromado ou cilíndrica.	2 por apto. (porta apartamento e porta banheiro) + 1 por porta de conjugado (17 conjugados, sendo 34 portas)	CRISMÖE Mod.: ALFA HT CR	LOCKMASTER Mod.: Amortecedor de porta	RODDEX Mod.: Amortecedor porta COD: 00264	
CABIDE					
Cabide com calceiro em madeira: Não deve ser antifurto e deve ter o prendedor (varão) mais estreito.	4 por apto. + reposição	ACME 30126 H2 YIKAI Feminino 30196 H2 YIKAI Masculino	KENBY KB-CM-009 Feminino KB-CM-008 Masculino		
Cabides com prendedor para saia em madeira: Não deve ser antifurto e deve ter o prendedor (varão) mais estreito.	4 por apto. + reposição	ACME 30126 H2 YIKAI Feminino 30196 H2 YIKAI Masculino	KENBY KB-CM-009 Feminino KB-CM-008 Masculino		
PORTA CONTROLE REMOTO					
Controle remoto: será em marcenaria. Foi previsto nicho embaixo da TV		Em marcenaria, cf. apto. modelo	Em marcenaria, cf. apto. modelo		
COPO					
Copo para minibar: Em vidro incolor temperado, com capacidade para 200ml. Modelo On The Rocks.	2 por apto. + reposição	SCHIPPER & THOMPSON Mod.: on the rocks - 300 ml	DAY HOME Mod.: on the rocks - 300 ml		
KIT CHALEIRA					
Chaleira elétrica: Chaleira em todos os apartamentos. Dispositivo para desligamento automático e luz indicando aparelho ligado.	1 por apto. + reposição	MONDIAL Mod.: Chaleira CE-02 - SmartHot	KENBY Mod.: Chaleira KB-CE-25P		
Bandeja: retangular com alça, estrutura em ferro revestida com vime lavável.	1 por apto. + reposição	DETALHES VIME Mod.: Bandeira em vime lavável Cor caramelo modelo torcido rafia (padrão Hilton) - Med. Será definida com decoração e verificar espaço existente	LA OFICINA Mod.: Bandeira em vime lavável Cor caramelo modelo torcido rafia (padrão Hilton) - Med. Será definida com decoração e verificar espaço existente		
Bandeja: Verificar medida do móvel para acomodar o kit chaleira	1 por apto. + reposição	Mod. Verificar medida do móvel para acomodar o kit chaleira	Mod. Verificar medida do móvel para acomodar o kit chaleira		
Bandeja somente para máquina Dolce Gusto: Verificar medida do móvel para acomodar	1 por Apto Luxo	Mod. Verificar medida do móvel para acomodar a Máquina Dolce Gusto	Mod. Verificar medida do móvel para acomodar a Máquina Dolce Gusto		

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

Empreendimento: DOUBLE TREE BY HILTON

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Caneca: Duas canecas de porcelana de 290 ml brancas sem logo + reposição	2 por apto. + reposição	SCHIPPER & THOMPSON Mod.: Caneca 290ml branca			
Porta sachets retangular - em vime lavável.	1 por apto.+ reposição	DETALHES VIME - cor caramelo modelo torcido ráfia (padrão Hilton) Mod: H0253	LA OFICINA - porta sache com 1 divisão - cor caramelo modelo torcido ráfia (padrão Hilton)		
Máquina de Café Dolce Gusto: Suite Luxo devem disponibilizar a máquina de café adicionalmente ao Kit Chaleira.	1 por Apto Luxo	HARUS Mod.: Dolce gusto			
LIXEIRA PARA BANCADA DE TRABALHO					
Lixeira para bancada de trabalho: Deve ser em material cromado com acabamento tipo "gola", diâmetro 24 cm, 13 a 15 litros. Deve ter divisória orgânico e não orgânico.	1 por apto.	ARTPLAN Mod.: 1091 inox 13 litros (modelo padrão Hilton)			
CHINELO					
Chinelo: de tira de borracha personalizada Hilton com impressão digital na palmilha e tag de borracha nas tiras		AMENIX			
Tamanho 40 (feminino)	Apto Luxo + reposição	Mod.: padrão Hilton			
Tamanho 46 (masculino)	Apto Luxo + reposição	Mod.: padrão Hilton			
PORTA ROLL DE LAVANDERIA					
Porta roll de lavanderia: Em couro caramelo para ser pendurado em cabide no guarda roupas sem logotipo.	1 por apto. + reposição	BRINDES KR Mod.: Porta Lavanderia couro sintético - cor couro caramelo (padrão de cor Hilton)			
TABUA DE PASSAR					
Tábua de passar roupa: Tábua com dimensões 0,90m x 0,33m x 0,05m com capa térmica. Deve ser previsto em todos os apartamentos.	1 por apto. + reposição	LENOX Mod.: Tabua 930 Smart medida:110x34	KENBY Mod.:Tabua KB-TDPR-343 medida: 110x34cm	PANTHER Mod.: Tabua 109x29,5	
FERRO DE PASSAR					
Ferro de passar roupa: Ferro não deve ser a vapor e deve ter desligamento automático acionado após 15 minutos. Deve ser previsto em todos os apartamentos.	1 por apto. + reposição	KENBY Mod.:Ferro de passar seco com desligamento automatico KB-FDP-501B			
ORGANIZADOR DE TABUA E FERRO DE PASSAR					
Suporte organizador de passar: para tabua e ferro	1 por apto. + reposição	KENBY Mod.: Organizador de passar KB-TDPR-343	CLEANING SOLUTIONS Mod.: Suporte para tabua e ferro de passar Rubbermaid		
LIMITADOR DE JANELA					
Limitador de janela: a janela poderá ter abertura no máximo de 12 cm.	1 por janela	Deve ser contemplado na obra			
ESPELHO DE CORPO INTEIRO					
Espelho de corpo inteiro: med.: 0,50 x1,60	1 por apto.	Verificar com marcenaria			

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
DUCHA					
Ducha: Consumo de água de 20 litros por minuto, podendo variar de acordo com prumada, andar e pressão. Necessário balanço entre conforto e economia. Não pode ser chuveiro elétrico.	1 por apto. exceto apto. PCD.	DECA Mod. Acqua Plus (padrão Hilton)			
Monocomando ducha: Deve existir misturador de água quente e fria monocomando.	1 por apto	DOCOL Mod.:Acabamento Monocomando para Chuveiro Alta Pressão/Baixa Pressão Alta Vazão 3/4" Prinz 00617206	KOHLER Mod.: Acabamento para Monocomando 4 Vias T16316BR-4-CP ou Acabamento para Monocomando de Chuveiro T16317BR-4-CP	HANSGRÖHE Mod. Acabamento Logis para monocomando de chuveiro (71606000)	DECA Mod.: Base de monocomando para chuveiro 4493.000 Acabamento de monocomando linha Level 4993.C26.Chu
ASSENTO SANITARIO					
Assento sanitário: O material deve ser em resina de poliéster.	1 por apto + reposição	SICMOL Mod.: Verificar o modelo de vaso adquirido no empreendimento	DECA Mod.: Verificar o modelo de vaso adquirido no empreendimento	KOHLER Mod.: Verificar o modelo de vaso adquirido no empreendimento	
DUCHA HIGIENICA					
Ducha higiênica: Deve ser alimentada somente pela tubulação de água fria. Instalada junto ao vaso sanitário.	1 por apto	DECA 1984.C21.ACT DUCHA HIGIENICA COM REGISTRO E DERIVACAO LINHA FLEX PLUS	HANSGRÖHE Mod. Ducha higiênica Bidette com mangueira de 1,25 m e suporte Porter S	DOCOL Mod.: Ducha Higiênica Especial Docol Base com Galinho 1 00479806	KOHLER Mod.:Conjunto de Ducha Higiênica 75730BR-4-CP
ESPELHO DE AUMENTO					
Espelho de aumento com iluminação: Em todos os apartamentos/suite do tipo luxo, aumento de 5 vezes. Caso a parede seja "dry wall", deve haver um reforço interno em madeira para fixar melhor a bucha. Deve estar posicionado a 1,50m do chão, considerando o centro do espelho.	1 por Apto Luxo + reposição	CRYSBELL Mod.: Mobile Lux	KENBY Mod.: KB-EDA-175	RODDEX Mod.: Espelho de aumento 5x dimensão 20cm com led COD:00548 (Superior e Luxo)	
LIXEIRA PARA BANHEIRO					
Lixeira para WC: Deve ser em aço inox sem tampa, 24x25cm, 13 litros. OBS.: Se legislação local exigir, deve ter tampa com pedal.	1 por apto + reposição	ARTPLAN Mod. 1031 13 litros	RODCAR Mod.:E3 13,5 litros		
PRATELEIRA					
Prateleira de vidro: Junto ao espelho, para a colocação de amenities ou apoio de pertences de hóspedes e copos. OBS.: Cf relatório de vistoria de apto modelo, este item deverá ser eliminado pois a bancada tem espaço suficiente para os pertences de hóspedes					
SECADOR DE CABELO					
Secador de Cabelo: Potência de 1800W, sistema de 03 velocidades de saída de ar. Sistema interno inteligente. Desligamento automático em casos de contato com a água ou pane. Filtro removível facilitando a sua limpeza. Solto, guardado em saquinho padrão no banheiro.	1 por apto. + reposição	KENBY Mod.: Ref: KB-SDC-900-20 Secador de cabelo com cabo retrátil Potência 2000W	MONDIAL Mod.: Secador de Cabelos POWER SHINE BLACK ION Preto 127V 1900W / 220V 2000W SC-13	MONDIAL Secador de Cabelos INFINITY ION 2500 Vermelho 127V 220V 19000W	
SAQUINHO PARA SECADOR DE CABELO					
Saquinho de secador de cabelo: em tecido piquet preto, com a escrita "Secador/ hair dryer" bordado em cor branca, e cordão de tecido polyester preto com 80cm de comprimento para fechamento do saco.	1 por apto. + reposição	MIX BR Mod.: modelo padrão desenvolvido pela Atlantica Hotels - medida 35x35			
PORTA AMENITIES					
Porta amenities: Em porcelana branca, disposto sobre a bancada da pia com os amenities padrão da marca. Não podem ser utilizados rolinhos de toalhas para apoio de amenities.	1 por apto. + reposição	SCHIPPER & THOMPSON Modelo:porcelana branca - medidas: 116,5 x 12 cm	DAY HOME Modelo:porcelana branca - medidas: 116,5 x 12 cm		
PORTA TOALHA DE TOILETE					
Porta toalha de toilette: Em vime lavável	1 por apto Luxo + reposição	LA OFICINA cor caramelo modelo torcido ráfia(padrão Hilton) Mod: porta amenities tamanho P (12 x 9/6 x 3)	DETALHES VIME cor caramelo modelo torcido ráfia (padrão Hilton) Mod: porta amenities tamanho P (12 x 9/6 x 3)		
GANCHO					

MASTER LIST APARTAMENTOS - EQUIPAMENTOS OPERACIONAIS HOTELEIROS

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Gancho tipo ombro: Duas unidades do tipo "meia lua" com as pontas para baixo. Confeccionado em latão forjado ou fundido, fixado atrás da porta do banheiro com buchas de nylon e parafusos de latão ou aço inoxidável, acabamento cromado.	2 por apto.	CRISMOE Mod.: Cabide curvo Sigma ou Kapa ou Zeta	RODDEX Mod.: Cabide curvo COD: 00503		
METAIS PARA BANHEIRO					
Porta sabonete para bancada de lavatório: No mesmo material do tampo (granito ou mármore) e fixada no tampo próximo da cuba.	1 por apto.				
Porta sabonete e shampoo para box: Deve ser utilizado porta shampoo/sabonete modelo tipo "aparador" em vidro temperado ou acrílico, espessura de 10mm., comprimento de 300 mm	1 por apto.	CRISMOE Mod.: Saboneteira e porta shampoo box Sigma ou Kapa ou Zeta	RODDEX Mod.: Saboneteira com furo box inox COD: 00505 14cm		
Suporte de papel higiênico duplo ou duas papeléis: Horizontal ou vertical SEM TAMPA.	1 por apto.	CRISMOE Mod.: Papeleira dupla Sigma ou Kapa ou Zeta	RODDEX Mod.: Papeleira dupla COD: 0582		
Toalheiro de banho - Porta toalha em barra de 80cm. aço inoxidável e acabamento cromado. Instalado próximo ao box.	1 por apto.	CRISMOE Mod.:Toalheiro 80 cm Sigma ou Kapa ou Zeta	RODDEX Mod.: Toalheiro de banho de 80cm Tubo em latão cromado, fixação de parede, código 607		
Toalheiro de Rosto - Porta toalha em barra de 45 cm. aço inoxidável e acabamento cromado. A ser fixado na parede, próximo à pia. Não deve ser instalado na sala da própria pia.	1 por apto	CRISMOE Mod.:Toalheiro 45 cm Sigma ou Kapa ou Zeta	RODDEX Mod.: Toalheiro 45 COD:00583		
Barra de segurança: 45 cm, instalada na diagonal (45 graus) na parede do fundo do box.	1 por apto.	CRISMOE Mod.: Barra de apoio reta 45cm Beta Cr	RODDEX Mod.: Barra de segurança 45 cm Tubo em Inox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede código 593		
Porta lenço de papel: Em aço inox com tampa	1 por apto.	PANTHER Mod.: Porta lenço de papel inox			
ITENS PCD					
Barra de apoio para vaso sanitário 80 cm (1 na lateral do vaso + 1 atrás do vaso)	2 por banheiro PCD	CRISMOE Mod. 27.05.093.042.42	DECA Mod. 2310.1.080.POL	RODDEX Mod. Barra de apoio tinox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede, comprimento 80cm COD:00532	
Barra de apoio para vaso sanitário 70 cm (vertical na parede lateral de preferência lado esquerdo do vaso sanitário)	1 por banheiro PCD	CRISMOE Mod. 27.05.092.042.42	DECA Mod. 2310.1.070.POL	RODDEX Mod. Barra de apoio tinox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede, comprimento 70cm COD:00545	
Barra de apoio para lavatório 40 cm reta na vertical	1 por banheiro PCD	CRISMOE Mod. 27.05.186.042.42	DECA Mod. 2310.1.040.POL	RODDEX Mod. Barra de apoio tinox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede, comprimento 40cm	
Barra de apoio para lavatório lateral de 30 cm em "U"	1 por banheiro PCD + lavabo	CRISMOE Mod. 27.28.002.042.42	DECA Mod. 2373.1.030.POL	RODDEX Mod.: Barra de apoio para lavatório Tubo em Inox 304 polido, espessura de 1,2mm, diâmetro 32mm, em U 490 x 640 x 490mm código 595	

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ITENS	QTD P/ APTO	FORNECEDOR 1	FORNECEDOR 2	FORNECEDOR 3	FORNECEDOR 4
Protetor de sifão (debaixo da pia) - caso não tenha a meia coluna precisará ser previsto protetor de sifão	1 por banheiro PCD	CRISMOE Mod. Será de acordo com tamanho do lavatório			
Barra de apoio para box 90 graus - 70 x 70 cm	1 por banheiro PCD	CRISMOE Mod. 27.05.132.042.42	DECA Mod. 2335.I.POL	RODDEX Mod. Barra de apoio para box 90 graus tubo em Inox 304 polido, espessura de 1,2mm, diâmetro 32mm, 900mm em L, COD 541	
Barra de apoio para box reta de 70 cm.	1 por banheiro PCD	CRISMOE Mod. 27.05.092.042.42	DECA Mod. 2310.I.070.POL	RODDEX Mod. Barra de apoio Inox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede, comprimento 70cm COD:00545	
Puxador para porta do banheiro 40 cm.	1 por banheiro PCD	CRISMOE Mod. 27.29.186.002.42	DECA Mod. 2310.I.040.POL	RODDEX Mod. Barra de apoio Inox 304 polido, espessura de 1,2mm, diâmetro 32mm, fixação de parede, comprimento 40cm	
Banco articulado 70 x 45	1 por banheiro PCD	CRISMOE Mod. 27.04.130.042.42	DECA Mod. 2356.I.POL	RODDEX Mod. BANCO ARTICULADO, imensões 700 x 450 mm, em aço Inox AISI 304, acabamento Polido, estrutura em tubo Ø 1¼", assento em chapa bitola 18 e sapatas para fixação, COD 592	
Ducha economica para PCD com desviador e ducha manual	1 por banheiro PCD	DECA Mod. Balance 12 1954.C.CT Desviador 1982.C Ducha manual 4889.C	HANSGROHE Mod. Raindance S150		
Barra deslizante	1 por banheiro PCD	DECA Mod.: Barra 2373.I.030.POL	HANSGROHE Mod.: Crometta 85 conjunto com barra deslizante 0,90m ÚNICA C		
Cadeira de Banho emborrachada		SANTA LUZIA Mod.: Padrão	JAGUARIBE Mod.: Padrão		
Cortineiro	1 por banheiro PCD	CRISMOE Mod.: Varão para cortina em aço escovado com suporte	RODDEX Mod: CORTINEIRO MED. 1600MM Em aço inox AISI 304 Liga 18.8. Acabamento Polido: Em tubo Ø 3/4", extremidades curvadas e sapatas para fixação		
Cortina para Box	1 por banheiro PCD + reposição	A JANELA Mod.: Cortina box nylon, resinado (tecido paraquedas)	VAG Mod.: Cortina box nylon, resinado (tecido paraquedas)		
Espelho SEM curvatura (ver legislação vigente)	1 por banheiro PCD + lavabo	Adquirir de fornecedor local			

ANEXO IV - MODELO DE MATRIZ DE RESPONSABILIDADE DAS PARTES

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
A	HONORÁRIOS PROFISSIONAIS				
A.1	Levantamento Topográfico	X			
A.2	Sondagens/ Testes de solo	X			
A.3	Projetos				
A.3.1	Terraplanagem	X			
A.3.2.1	Projetos de Arquitetura para Execução	X			
A.3.2.2	Projetos de Decoração de Interiores area comum	X			
	Projetos de Decoração de Interiores apto	X			
A.3.3.1	Projetos de Fundações	X			
A.3.3.2	Projetos Estruturais em Concreto Armado, Pré-moldados, Pré-Fabricados	X			
A.3.3.3	Projetos em Estrutura Metalica, Pré Fabricados	X			
A.3.3.4	Projetos de Modulação de Alvenarias, Dry-Wall	X			
A.3.4	Projetos de Instalações Elétrica/Hidráulica	X			
A.3.5	Projetos H.V.A.C	X			
A.3.6	Paisagismo	X			
A.3.7	Projetos de Proteção à Incendio (Bombeiros)	X			
A.3.8	Projetos "As Built" e manual do proprietário	X			
A.4	Licenciamentos				
A.4.01	Habite-se, Aprovações	X			
A.4.02	Licenciamentos, Aprovações para Construção	X			
A.4.03	Consultorias Orgãos Públicos	X			
A.4.04	Licenças de Funcionamento, Vistorias	X			
A.4.05	Taxas e Emolumentos para regularização da Construção em Geral	X			
A.4.06	Taxas e Emolumentos para Funcionamento do Hotel/Flat		X	X	
A.5.	Consultorias (Profissionais Especializados)				
A.5.01	Consultorias de Fundações	X			
A.5.02	Consultorias de Estruturas, Pré Moldados, Modulados, Dry-Wall	X			
A.5.03	Consultorias em Instalações Elétricas e Hidráulicas	X			
A.5.04	Consultorias em H.V.A.C.	X			
A.5.05	Consultorias em Tratamento Acústico	X			
A.5.06	Consultoria em Impermeabilizações	X			
A.5.07	Seguro progressivo da obra e equipamentos	X			
A.5.08	Outras Consultorias (Especificar)	X			
A.6	Outros				
A.6.01	Cópias, Plotagens, Gravações CD's, Fotos, Xerox, Impressão Relatórios	X			
A.6.02	Estudos Preliminares, Orçamentos, Site-checks, Viagens iniciais, Depesas Iniciais	X			
A.6.03	Outros Custos (Especificar)	X			
B.	INFRAESTRUTURA				
B.1	Serviços de Terraplanagem, Demolições, Preparação de Terreno	X			
B.2	Cabine Elétrica, Extensão de Redes e Postes, Iluminação Pública, etc	X			
B.3	Instalações Hidráulicas, Fossas Sépticas, Trat. De Água e Esgotos, Ext. Redes Públicas	X			
B.4	Estruturas externas, Muros de arrimo, Tratamento de Taludes	X			
B.5	Pavimentação externa ao Empreendimento, Calçadas externas, etc.	X			
B.6	Outros	X			
C.	ÁREA EXTERNA				
C.1.	Hidráulica				

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
C.1.01.	Rede de Águas pluviais, bocas de lobo, caixas de drenagem, sistema de drenagem, etc	X			
C.1.02	Instalações de esgoto sanitário na área externa do empreendimento	X			
C.1.03	Instalação da Rede de água potável na área externa do empreendimento	X			
C.1.04	Caixa d'água externa, bombas e motores	X			
C.1.05	Piscina, Bombas, Filtros, Motores, Sistema de Aquecimento, Acessórios	X			
C.1.06	Sistema de Irrigação, Tubulação, Bombas, Aspersores, Gotejadores, Central de Controle	X			
C.1.07	Outros (Discriminar)	X			
C.2.	Elétrica				
C.2.01	Entrada de energia/Medicação	X			
C.2.02	Gerador	X			
C.2.03	Dutos e caixas de passagens	X			
C.2.04	Cabeamento externo	X			
C.2.05	Postes iluminação / luminárias	X			
C.2.06	Motores, Equipamentos, etc.	X			
C.3	Pavimentação				
C.3.01	Acerto de níveis/prep. de caixas	X			
C.3.02	Guias e sarjetas	X			
C.3.03	Pavimentação trafego leve	X			
C.3.04	Pavimentação trafego pesado	X			
C.3.05	Pavimentação em concreto	X			
C.3.06	Calçadas internas	X			
C.3.07	Calçadas com revestimentos cerâmicos, pedras, decorativos	X			
C.3.08	Muros de Divisa	X			
C.4	Estruturas Externas / Muros de Arrimo	X			
C.5	Construções remotas (Portarias, Cabines medição, Depósito de lixo, Dep.de Gás, outras)				
C.5.01	Portarias para controle de entrada	X			
C.5.02	Guaritas para portarias	X			
C.5.03	Depósito de Lixo Flat	X			
C.5.04	Depósito de Gás	X			
C.5.05	Outros (Especificar)	X			
C.6	Grades, Portões, Esquadrias				
C.6.01	Grades frontais e de divisa	X			
C.6.02	Portões de entrada, serviços	X			
C.6.03	Portões de garagem	X			
C.6.04	Automatização de Portões	X			
C.6.05	Outros (Especificar)	X			
C.7	Outros				
C.7.01	Pintura Vagas de Estacionamento	X			
C.7.02	Bate rodas de concreto	X			
C.7.03	Preparo de canteiros p/ paisagismo (retirada de terra 0,15m) área verde	X			
D	CONSTRUÇÃO				
D.1	Instalações provisórias (canteiro de obras)	X			
D.2	Locação da obra	X			
D.3	Estrutura				
D.3.01	Fundações (tubulões, blocos, laje térreo, etc)	X			
D.3.02	Estrutura de concreto armado, Pré moldadas	X			
D.3.03	Estrutura metálica	X			
D.4	Alvenarias/Divisórias				

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
D.4.01	Alvenarias/Vedações Internas	X			
D.4.02	Alvenarias/Vedações Externas	X			
D.4.03	Divisórias de em Fórmica/Granito/pré-moldadas	X			
D.4.04	Divisórias acústicas removíveis/deslizantes			X	
D.4.05	Divisórias Dry-wall	X			
D.5	Coberturas				
D.5.01	Estrutura	X			
D.5.02	Telhas/Revestimentos	X			
D.5.03	Impermeabilizações	X			
D.5.04	Calhas/Rufos/Complementos	X			
D.6	Esquadrias				
D.6.01	Esquadrias Quartos de Hospedes	X			
D.6.01.01	Esquadrias de madeira de Quartos de Hóspedes	X			
D.6.01.02	Portas de Conexão Quarto de Hóspedes	X			
D.6.01.03	Esquadrias de ferro de Quartos de Hóspedes (batentes)	X			
D.6.01.04	Esquadrias de alumínio de Quartos de Hóspedes	X			
D.6.01.05	Acessórios/ferragens/molas de Quartos de Hóspedes	X			
D.6.01.05.1	Dobradiças	X			
D.6.01.05.2	Dobradiças com Molas (tipo dobradiça Pagé)	X			
D.6.01.05.3	Puxadores	X			
D.6.01.05.4	Fechaduras Convencionais	X			apenas banheiros, menos fechadura eletrônica dos apartamentos
D.6.01.05.5	Trilhos/roldanas p/ porta de correr	X			
D.6.01.05.6	Batedor de portas		X		
D.6.02	Esquadrias de Lobby/Restaurante/Áreas Públicas/Serviços	X			
D.6.02.01	Esquadrias de madeira Lobby/Áreas Públicas/Serviços	X			
D.6.02.02	Esquadrias de ferro de Lobby/Áreas Públicas/Serviços (batentes)	X			
D.6.02.03	Esquadrias de alumínio de Lobby/Áreas Públicas/Serviços	X			
D.6.02.04	Acessórios/ferragens/molas de Lobby/Áreas Públicas/Serviços	X			
D.6.02.05	Mola+batedor Lobby/Áreas Públicas/Serviços			X	
D.6.02.06	Corrimões	X			
D.6.02.07	Batentes especiais	X			
D.6.02.08	Elem ferro: guarda-corpo, corrimão, alçapão, escada marinho, portas corta fogo)	X			
D.7	Pisos, rodapés, soleiras, peitoris				
D.7.01	Pisos Quartos de Hóspedes/regularização	X			
	Pisos frios Quartos de Hóspedes	X			
	Pisos Quartos de Hóspedes / carpete, piso vinílico	X			esta no ML da construtora
D.7.2	Pisos Banheiros dos Quartos de Hóspedes incl. Rodapé/arremates	X			
D.7.3	Pisos áreas de corredores regularização	X			
	Pisos frios corredores	X			
	Pisos corredores / carpete, piso vinílico	X			
D.7.4	Piso de Lobby/Restaurante/Áreas Públicas/Serviços incluindo regularização	X			
D.8	Revestimentos de paredes				
D.8.1	Áreas Quartos de Hóspedes	X			Exceto para revestimento com papel de parede / vinílico
D.8.2	Áreas Banheiros dos Quartos de Hóspedes	X			Exceto para revestimento com papel de parede / vinílico
D.8.3	Áreas de corredores	X			Exceto para revestimento com papel de parede / vinílico

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
D.8.4	Lobby/Áreas Públicas/Serviços	X			Exceto para revestimento com papel de parede / vinílico
	Restaurante / Cozinha	X			Exceto para revestimento com papel de parede / vinílico
D.8.5	Fachadas/beirais/marquise/cobertura	X			Exceto para revestimento com papel de parede / vinílico
D.9	Forros				
D.9.01	Forros de Quartos de Hóspedes	X			
D.9.02	Forros de Banheiros dos Quartos de Hóspedes	X			
D.9.03	Forros de corredores	X			
D.9.04	Forros de Lobby/Áreas Públicas/Serviços	X			
	Forros de Restaurante/Cozinha	X			
D.9.05	Forros de beirais/marquise/cobertura	X			
D.9.06	Regularização de laje p/ pintura-quartos	X			
D.10	Pintura (considerar todas as etapas, inclusive selador)				
D.10.01	Pintura Acrílica sobre Paredes de Quartos de Hóspedes	X			
D.10.02	Pintura Acrílica texturizada sobre Forro de Quartos de Hóspedes	X			
D.10.03	Pintura Acrílica sobre Forro de Banheiros dos Quartos de Hóspedes	X			
D.10.04	Pintura Fachadas/beirais/marquise/cobertura	X			
D.10.05	Esmalte s/ batentes met. quartos	X			
D.10.06	Outros	X			
D.10.06.01	Verniz s/ portas de madeira	X			
D.10.06.02	Pintura acrílica parede areas comuns	X			
D.10.06.03	Verniz s/ batentes madeira areas comuns	X			
D.10.06.04	Verniz s/ portas de madeira a. comum	X			
D.10.06.05	Verniz s/ arremates/rodapé madeira	X			
D.10.06.06	Esmalte s/ batentes met.	X			
D.10.06.07	Esmalte s/ mad. apar telhado	X			
D.10.06.08	Galvit s/ calhas e rufos	X			
D.10.06.09	Outros (Especificar)	X			
D.11	Vidros e espelhos				
D.11.01	Vidros para Quartos de Hóspedes	X			
D.11.02	Vidros para Lobby/Restaurante/Áreas Públicas/Serviços	X			
D.11.03	Vidro Lobby/Áreas Públicas	X			
D.11.04	Porta vidro temperado p/ box de chuveiros		X		
D.11.05	Vidros de Segurança (Prova de Bala nível 3)	N/A			não se aplica
D.12	Administração local da obra				
D.12.01	Engenheiro Residente	X			
D.12.02	Engenheiro Coordenador	X			
D.12.03	Mestre de Obras	X			
D.12.04	Encarregados	X			
D.12.05	Auxiliar Administrativo	X			
D.12.06	Técnico de Segurança	X			
D.12.07	Apontador / Almoxarife	X			
D.12.08	Outros (discriminar)	X			
	*Obs.: todos os itens relativos à Equipamentos, Ferramentas, Materiais de Consumo, Alimentação, Manutenção de Equipamentos, Andaimos, Limpeza permanente da Obra, Vigias, Transportes, Retirada de entulhos, Desmobilização e consumo de utilidades (Água, Energia, telefone, etc) deverão estar inclusos no BDI	X			
D.13	Diversos				
D.13.01	Extintores/Hidrantes/Equipamentos de proteção à Incêndio	X			
D.13.02	Sinalização visual para proteção à Incêndio / Botoeiras / Alarmes	X			
D.13.03	Elevadores	X			

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
D.13.04	Sistema de detecção de fumaça	X			
D.13.05	Sistema Sprinklers	X			
D.13.06	Outros (Discriminar)	X			
D.14	Instalações Elétricas				
D.14.1	Entrada de energia	X			
D.14.2	Dutos/Calhas/Eletrod.p/ distrib. de luz e Força p/ quartos Hóspedes	X			
D.14.3	Fiação/Cabeamento p/ distrib. de luz e força p/ quartos Hóspedes	X			
D.14.4	Luminárias, Abatjourns para Quartos de Hóspedes		X		
D.14.5	Tomadas/Interruptores/Espelhos para Quartos de Hóspedes	X			
D.14.6	Dutos/Calhas/Eletrod.p/ distrib.luz e força p/ Restaurantes/Áreas Públicas/Serviços	X			
D.14.7	Fiação/Cabeam.p/distrib.luz e força p/ Corredores/Restaurantes/Áreas Públicas/Serviços	X			
D.14.8	Tomadas/Interrupt/Espelhos p/ Corredores/Restaur/Áreas Públ/Serv	X			
D.14.9	Luminárias, Sancas, Abatjourns p/ Area Publica Social, Restaurante			X	
	Luminárias, Sancas, corredores sociais	X			
D.14.9	Luminárias, Sancas, Areas de Serviço	X			
D.14.10	Dutos secos para Sistema de TV/Som/Informática/Segurança	X			
D.14.11	Quadros de Distribuição	X			
D.14.12	Sistema de pára-raios	X			
D.14.13	Maquinas, Motores, Equipamentos Elétricos	X			
D.15	Instalações hidráulicas				
D.15.1	Tubulações água fria/quente para quartos de Hóspedes	X			
D.15.2	Tubulações esgoto/caixas para quartos de Hóspedes	X			
D.15.3	Louças e metais sanitários para quartos de Hóspedes	X			
D.15.4	Adaptação de Banheiro para Deficiente	X			
D.15.5	Tubulações água fria/quente p/ Corredores/Restaur/Á.Públicas/Serviços	X			
D.15.6	Tubulações esgoto/caixas para Corredores/Restaur/Á.Públ/Serv	X			
D.15.7	Louças e metais sanitários para Corredores/Restaur/Á. Públ/Serv	X			
D.15.8	Barilete cx d'água/bombas-Press/Reg e Acessór p/distrib d'água	X			
D.15.9	Fornecimento e Instalação do sistema de aquecimento d'água	X			
D.15.10	Sistema de Circulação Água quente	X			
D.15.11	Tubulações para sistema de proteção à Incêndio	X			
D.15.12	Linha Telefônicas	X			
D.15.13	Bombas / Hidrantes / Complementos de proteção à Incêndio	X			
D.15.14	Limpeza final de tubulações de agua e esgoto	X			
D.15.15	Bombas e outros equipamentos (Especificar)	X			
D.16	Instalações de Ar Condicionado/Ventilação/Exaustão				
D.16.01	Dutos, Grelhas e Difusores do Sist. de Ar Cond./Exaustão/Vent. de Quartos de Hóspedes	X			
D.16.02	Unidades de Ar Cond., Motores, Ventiladores infra estrutura para Quarto de Hóspedes	X			equipamento split apenas infra, menos o aparelho
	Equipamentos para quartos de hóspedes		X		equipamento split

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
D.16.03	Dutos, Grelhas e Difusores do Sist. de Ar Cond./Exaustão/Vent. de Áreas Comuns	X			
D.16.04	Unidades de Ar Cond., Motores, Ventiladores e Equipamentos de Áreas Comuns	X			equipamento split apenas infra, menos o aparelho
D.16.05	Dutos, Grelhas e Difusores do Sist. de Ar Cond./Exaustão/Vent. de Restaurantes/cozinhas	X			
D.16.06	Unidades de Ar Cond., Motores, Ventiladores e Equipamentos de Restaurantes/cozinhas	X			equipamento split apenas infra, menos o aparelho
E. EQUIPAMENTOS/MOBILIÁRIO/DECORAÇÃO					
E1 Quarto de Hóspedes					
E.01.01	Cama Extra + Colchão		X		
E.01.02	Berço		X		
E.01.03	Cabeceira para cama Casal		X		
E.01.04	Cabeceira para cama Dupla		X		
E.01.05	Criado mudo		X		
E.01.06	Cama/Colchão Double		X		
E.01.07	Cama/Colchão King		X		
E.01.08	Cama/Colchão Queen		X		
E.01.09	Colchão p/ Berço		X		
E.01.10	Armário Embutido		X		
E.01.11	Quadro Artístico		X		
E.01.12	Arandelas / Sancas de iluminação / Abatjourns		X		
E.01.13	Cortineiro		X		
E.01.14	Molduras / Roda Tetos		X		
E.01.15	Molduras Ar Condicionado		X		
E.01.16	Sofa Cama		X		
E.01.17	Sofa		X		
E.01.18	Cortineiro 2		X		
E.01.19	Mesa Jantar		X		
E.01.20	Tampo mesa jantar		X		
E.01.21	Cadeira		X		
E.01.22	Poltrona		X		
E.01.23	Prancha Escrivania		X		
E.01.24	Maleiro		X		
E.01.25	Divisórias / Portas Dormitório		X		
E.01.26	Gravura		X		
E.01.27	Poltrona Giratória		X		
E.01.28	Plafon		X		
E.01.29	Luz de Emergência		X		
E.01.30	Abatjour / Luz de Trabalho		X		
E.01.31	Cesto de lixo		X		
E.01.32	Box Vidro Temperado		X		
E.01.33	Cortinas Box de Chuveiro		X		
E.01.34	Fechamento Gabinetes Lavatórios		X		
E.01.35	Espelhos		X		
E.01.36	Camarim para banheiros		X		
E.01.37	Spots Embutidos		X		
E.01.38	Assento sanitário		X		
E.01.39	Kit Cabides, argola, Toalheiro, papeleira, Chuveiros		X		
E.01.40	Porta Shampoo com grade		X		
E.01.41	Cesto de lixo para banheiro		X		
E.01.42	Saboneteira		X		
E.01.43	Voil Dormitório		X		
E.01.44	Blackout		X		
E.01.45	Colcha / Saia Dormitórios c/ Camas Double		X		
E.01.46	Colcha / Saia Dormitórios c/ Camas Casal		X		
E.01.47	Blackout Estar		X		
E.01.48	Voil Estar		X		
E.01.49	Protetor cama Casal		X		
E.01.50	Protetor cama Double		X		
E.01.51	Lençol quarto Casal		X		
E.01.52	Lençol quarto Double		X		
E.01.53	Lençol para Berço		X		
E.01.54	Fronha para berço		X		
E.01.55	Travesseiros 50 x 70 cm		X		

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
E.01.56	Fronhas 50 x 70 cm		X		
E.01.57	Cobertor quarto Casal		X		
E.01.58	Cobertor quarto Double		X		
E.01.59	Cobertor p/ berço		X		
E.01.60	Toalhas de Banho 60 x 125 cm		X		
E.01.61	Toalhas de Rosto 40 x 68 cm		X		
E.01.62	Toalhas de mão 30 x 30 cm		X		
E.01.63	Piso de banho 50 x 60 cm		X		
E.01.64	Frete Tecidos, Toalhas		X		
E.01.65	TV 20"		X		
E.01.66	Fechadura Eletrônica		X		
E.01.67	Cofre Eletrônico Individual		X		
E.01.68	Economizador de Energia		X		
E.01.69	Reles/Contatores p/ Econ. de Energia		X		
E.01.70	Dutos para Ar Condicionado / Exaustão / Ventilação	x			
E.01.71	Equipamentos Ar Cond.		X		
E.01.72	Fiação para sistema Telefonia	X			
E.01.73	Fiação para sistema Internet	X			
E.01.74	Telefone interno com led mensagens(Leasing)		X		
E.01.75	Cabides Anti-furto p/ saias		X		
E.01.76	Cabides Anti- furto		X		
E.01.77	Instalação de Rabicho de antena TV / Regulagem		X		
E.01.78	Radio Relógio		X		
E.01.79	Dobradiças com mola	X			
E.01.80	Olha mágico		X		
E.01.81	Batedores de porta		X		
E.01.82	Maçaneta de porta		X		
E.01.83	Piso Porcelanatto	X			
E.01.84	Rodapé em porcelanatto	X			
E.01.85	Espelho inteiro		X		
E.01.86	Cinzeiros		X		
E.01.87	Copos de Água		X		
E.01.88	Regularização de piso para carpete		X		
E.01.89	Secadores de cabelo		X		
E.01.90	MDO Instalação Elétrica/Metais/Quadros	X			
E.01.91	Retoques de Pintura		X		
E.01.92	Revestimento Vinílico de paredes (Inclusive colocação)		X		
E.01.93	Bíblia		X		
E.01.94	Plano de fuga		X		
E.01.95	Acrílico para plano de fuga		X		
E.01.96	Persiana vertical		X		
E.01.97	Cadeira para área externa (terraços)		X		
E.01.98	Mesa para terraço		X		
E.01.99	Mobiliário escritório VIP		X		
E.01.100	Trava de Segurança		X		
E.01.101	Frigobar		X		
E.01.102	Equipamentos/Acessórios p/ deficientes		X		
E.01.103	Caixa / Fechamentos p/ Ar Condicionado		X		
E.01.104	Equipamento Ar Condicionado		X		
E.01.105	Detetores de Fumaça	X			
E.01.106	Sprinklers	X			
E.01.107	Portas duplas para comunicação entre quartos	X			
E.01.108	Adaptação de Quarto / Banheiro para Deficiente	X			
E.01.109	Outros (Especificar)	X			
E2	Áreas Comuns / Corredores / Lobby				
E.02.01	Piso dos corredores (Porcelanatto ratificado)	X			
E.02.02	Rodapé dos corredores (porcelatto)	X			
	Piso do lobby (Porcelanatto, granito)	X			
E.02.03	Dutos para Ar Condicionado / Exaustão / Ventilação	X			
E.02.04	Equipamentos Ar Cond.	X			
E.02.05	Forros Acústicos / Decorativos	X			
E.02.06	Cortinas Corredores			X	

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
E.02.07	Quadros de Arte Corredores			X	
E.02.08	Prateleiras Depósito camareira			X	
E.02.09	Carrinho de camareira			X	
E.02.10	Telefones áreas de serviço			X	
E.02.11	Aparelhos radio-comunicação			X	
E.02.12	Aspirador de pó			X	
E.02.13	Sistema de segurança	X			
E.02.14	Detetores de Fumaça	X			
E.02.15	Sprinklers	X			
E.02.16	Cinzeiros corredor			X	
E.02.17	Balcão Recepção			X	
E.02.18	Decoração Lobby (Sofas, Poltronas, Mesas			X	
E.02.19	Decoração Lobby Corredores(Sofas, Poltronas,			X	
E.02.20	Quadros/Obras de Arte Lobby			X	
E.02.21	Telefones públicos / House Phones	N/A			não se aplica
E.02.22	Balcão Telefone Reservas Choice			X	
E.02.23	Balcão Bell Captain			X	
E.02.24	Prateleiras Maleiro			X	
E.02.25	Carro de Malas			X	
E.02.26	Revestimento Vinílico de Paredes (Inclusive colocação) Caso houver	X			
E.02.27	Revestimentos Decorativos especiais	X			
E.02.28	Pinturas	X			
E.02.29	Porta Toalhas / Acessórios Lavatórios Públicos	X			
E.02.30	Espelhos	X			
E.02.31	Mola Porta Sanitário Públicos	X			
E.02.32	Batedor de Portas Sanitário Públicos	X			
E.02.33	Sistema de Som Ambiente			X	
E.02.34	Vasos, Plantas Ornamentais, Paisagismo	X			
E.02.35	Outros (Especificar)	X			
E.3	Alimentos e Bebidas				
E.03.01	Equipamentos de Cozinha			X	
E.03.02	Instalações Cozinha			X	
E.03.03	Equipamento e Instalação de Balcão para Bar			X	
E.03.04	Dutos para Ar Condicionado / Exaustão / Ventilação para Cozinha e Áreas Operacionais			X	
E.03.05	Equipamentos Ar Cond. para Cozinha e Áreas Operacionais			X	
E.03.06	Revestimento piso / paredes Cozinha e Áreas Operacionais	X			
E.03.07	Forro Áreas Operacionais / Cozinha	X			
E.03.08	Instalações Hidráulicas / Elétricas da Cozinha	X			
E.03.09	Iluminação Cozinha / Restaurante	X			
E.03.10	Louças e Metais sanitários Cozinha / Restaurante	X			
E.03.11	Revestimento piso / paredes Restaurante e Bar	X			
E.03.12	Forro Acústico Restaurante e Bar	X			
E.03.13	Restaurante / Bar (Mobiliário / Decoração)	X			
E.03.14	Dutos para Ar Condicionado / Exaustão / Ventilação para Restaurante e Bar	X			
E.03.15	Equipamentos Ar Cond. para Restaurante e Bar	X			
E.03.16	Prataria e Louças			X	
E.03.17	Toalhas / etc.			X	
E.03.18	Câmaras Frigoríficas			X	
E.03.19	Prateleiras de Depósitos			X	
E.03.20	Áreas de Recebimento do Restaurante	X			
E.03.21	Áreas de Vestiários/Sanitários Funcionários do Restaurante	X			
E.03.22	Máquinas de Vendas / Gêlo para Hóspedes			X	
E.03.23	Detetores de Fumaça	X			
E.03.24	Sprinklers	X			
E.03.25	Sistema de Segurança	X			
E.03.26	Ramais / Aparelhos Telefônicos	X			
E.03.27	Depósito de lixo refrigerado	X			
E.03.28	Outros (Especificar)	X			

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
E 04.	Lavanderia / Rouparia				
E.04.01	Instalações Hidráulicas / Elétricas da Lavanderia	X			
E.04.02	Iluminação	X			
E.04.03	Dutos para Ar Condicionado / Exaustão / Ventilação	X			
E.04.04	Equipamentos Ar Cond./ Exaustão / Ventilação			X	
E.04.08	Mesas / Ferro de Passar Profissional (Especificar)			X	
E.04.09	Maquina Lavar/extratora Doméstica (Especificar)			X	
E.04.10	Secadora Doméstica (Especificar)			X	
E.04.11	Mesas / Ferro de Passar Pesado (Especificar)			X	
E.04.12	Carro Roupas suja			X	
E.04.13	Carro Roupas limpa			X	
E.04.14	Gaiola Transporte			X	
E.04.15	Prateleira Rouparia			X	
E.04.16	Detetores de Fumaça	X			
E.04.17	Sprinklers	X			
E.04.18	Sistema de Segurança	X			
E.04.19	Ramais / Aparelhos Telefônicos	X			
E.04.20	"SHOOT" para roupa suja	X			
E.04.21	Outros (Especificar)	X			
E 05.	Administração / Serviços				
E.05.01	Instalações Hidráulicas / Elétricas	X			
E.05.02	Iluminação Geral / de Trabalho	X			
E.05.03	Instalações Hidráulicas Vestiários/Sanitários	X			
E.05.04	Acessórios / Louças / Metais / Armários para Vestiários/Sanitários Funcionários	X			
E.05.05	Mobiliários / Equipamentos Sala de Funcionários			X	
E.05.06	Piso em cerâmica	X			
E.05.07	Rodapé em Cerâmica	X			
E.05.08	Dutos para Ar Condicionado / Exaustão / Ventilação	X			
E.05.09	Equipamentos Ar Cond.	X			
E.05.10	Forros Acústicos / Decorativos	X			
E.05.11	Mobiliário áreas administrativas / Mesas / Cadeiras / Arquivos / etc.			X	
E.05.12	Cofre Forte / Boca de Lobo			X	
E.05.13	Computadores / Monitores / Impressoras / Xerox			X	
E.05.14	Sistema Choice Software Hoteleiro			X	
E.05.15	Materiais em Geral / Ferramentas / Manutenção			X	
E.05.16	Uniformes			X	
E.05.17	Sistema Internet (Hubs, Rotulador, Fiação, etc.)			X	
E.05.18	Telefones Administração			X	
E.05.20	Armários Vestiários			X	
E.05.21	Central Telefônica			X	
E.05.22	Aparelhos Telefônicos			X	
E.05.23	Detetores de Fumaça	X			
E.05.24	Sprinklers	X			
E.05.25	Sistema de Segurança	X			
E.05.26	Relógio de ponto			X	
E.05.27	Outros (Especificar)	X			
E 06.	Reuniões / Convenções / Fitness				
E.06.01	Instalações Hidráulicas / Elétricas	X			
E.06.02	Iluminação Geral / de Trabalho	X			
E.06.03	Instalações Hidráulicas Vestiários/Sanitários	X			
E.06.04	Dutos para Ar Condicionado / Exaustão / Ventilação	X			
E.06.05	Equipamentos Ar Cond.	X			
E.06.06	Bancada Orador			X	
E.06.07	Mesas dobráveis			X	
E.06.08	Mesas para retro-projetores			X	
E.06.09	Cadeiras empilháveis			X	
E.06.10	Cinzeiros			X	
E.06.11	Toalhas			X	
E.06.12	Carrinho para mesas			X	
E.06.13	Telefones			X	

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
E.06.14	Mobiliário Business Center			X	
E.06.15	Equipamentos Bussines Center			X	
E.06.16	Equipamentos Convenções (Telas / Projetores / Retro-projetores / Vídeos / TV's / Sistema de Som / Flip chart / Microfones / Computadores / etc.			X	
E.06.17	Mesa/cadeira/gaveteiro Controle Fitness			X	
E.06.18	Espelhos			X	
E.06.19	Toalhas Fitness			X	
E.06.20	Bicicleta			X	
E.06.21	Esteira			X	
E.06.22	Equipamento Universal			X	
E.06.23	TV 29"			X	
E.06.24	Mobiliário Foyer			X	
E.06.25	Carpet / Rodapé área Convenções			X	
E.06.26	Forro Acústico + Iluminação	X			
E.06.27	Revestimento paredes	X			
E.06.28	Armários			X	
E.06.29	Aparelhos Telefônicos			X	
E.06.30	Detetores de Fumaça	X			
E.06.31	Sprinklers	X			
E.06.32	Sistema de segurança	X			
E.06.33	Divisórias Acústicas Deslizantes	X			
E.06.34	Outros (Especificar)	X			
E 07. Garagens / Áreas Externas					
E.07.01	Paisagismo	X			
E.07.02	Sistema de Irrigação	X			
E.07.03	Portarias	X			
E.07.04	Mobiliário Portaria			X	
E.07.05	Equipamentos Segurança para portaria	X			
E.07.06	Depósito de Lixo	X			
E.07.07	Lixeiras			X	
E.07.08	Mesas Piscina			X	
E.07.09	Cadeiras piscina			X	
E.07.10	Guarda sol			X	
E.07.11	Toalhas piscina			X	
E.07.12	Espreguiçadeiras			X	
E.07.13	Acessórios Piscina (Chuveiros, lava-pés, aquecimento)	X			
E.07.14	Sistema segurança	X			
E.07.15	Telefones garagem / piscina			X	
E.07.16	Ferramentas manutenção			X	
E.07.17	Demarcação de Vagas	X			
E.07.18	Balcão de Controle de Acesso			X	
E.07.19	Cancelas	X			
E.07.20	Grades de divisa/frontais	X			
E.07.21	Portões	X			
E.07.22	Automatização de portões/cancelas	X			
E.07.23	Detetores de Fumaça	X			
E.07.24	Sprinklers	X			
E.07.25	Sistema para controle de acesso	X			
E.07.26	Pavimentação externa	X			
E.07.27	Calçadas externas	X			
E.07.28	Holofotes, Iluminação de Fachada	X			
E.07.29	Outros (Especificar)	X			
E 08. Luminosos / Comunicação Visual					
E.08.01	Luminosos Externos			X	
E.08.02	Luminosos Externos Indicativos			X	
E.08.03	Placa Sinalização da Obra	X			
E.08.04	Comunicação Visual Interna para Quartos de Hóspedes			X	
E.08.05	Comunicação Visual Interna para Áreas Comuns / Operacionais			X	
E.08.06	Mastros de Bandeiras			X	
E.08.07	Bandeiras			X	
E.08.08	Holofote	X			

CÓD.	Descrição	RESPONSABILIDADE			Observações
		Incorpor.	Pool	Condom.	
K.	O, S & E		X	X	
L.	Pré - Opening / MKT (Inclui Capital de Giro)		X	X	

ANEXO V - MODELO DE ORÇAMENTOS PRÉ-OPERACIONAIS

 0 CUSTOS PRÉ OPERACIONAL RESUMO GERAL DO POOL DE LOCAÇÃO						
Descrição da Despesa/ Meses que Antecede Abertura	-5	-4	-3	-2	-1	ACUMULADO
DESPESAS COM PESSOAL						
Salários	-	-	-	-	-	-
Encargos Sociais	-	-	-	-	-	-
Benefícios	-	-	-	-	-	-
TOTAL DESPESA COM PESSOAL	-	-	-	-	-	-
DESPESAS ADMINISTRATIVAS E GERAIS						
Despesas Com Viagens e Hospedagem (Vide Planilha Detalhada)	-	-	-	-	-	-
Levantamento e Controle do Ativo Imobilizado (Quando Separado das Áreas Comuns)	-	-	-	-	-	-
Frete Com Mudança de Colaboradores	-	-	-	-	-	-
Gastos Com Correios e Malotes	-	-	-	-	-	-
Notas Fiscais ou Recibo Provisórios (NFE)	-	-	-	-	-	-
Gastos com Liberação Legal do Hotel (Alvarás, Licenças etc.)	-	-	-	-	-	-
Serviços Contratados de Pessoa Jurídica	-	-	-	-	-	-
Recrutamento e Seleção dos Colaboradores (Anúncios etc.)	-	-	-	-	-	-
Gastos com Advogados, Assembleias e Despachantes	-	-	-	-	-	-
Despesas Com Escritório Contábil e Controle do Pré Operacional	-	-	-	-	-	-
Locação de máquina copiadora e outras	-	-	-	-	-	-
Despesa com Auditoria Externa Para Validação do Pré Operacional	-	-	-	-	-	-
Despesas Financeiras e Bancárias	-	-	-	-	-	-
Despesas Com Profissionais Temporários	-	-	-	-	-	-
Gastos com Ligações Telefônicas e Provedores de Internet	-	-	-	-	-	-
Frete diversos	-	-	-	-	-	-
Taxa de Adesão ao POOL	-	-	-	-	-	-
TOTAL DAS DESPESAS ADMINISTRATIVAS E GERAIS	-	-	-	-	-	-
DESPESAS COM ALIMENTOS E BEBIDAS						
SERVIÇOS PÚBLICOS						
Energia elétrica dos Apartamentos	-	-	-	-	-	-
Água e esgoto dos Apartamentos - Se Houver	-	-	-	-	-	-
Gas dos Apartamentos - Se Houver	-	-	-	-	-	-
TOTAL DOS SERVIÇOS PÚBLICOS	-	-	-	-	-	-
APARTAMENTOS						
Serviços de Lavagem Industrial - Primeira Lavagem do Enxoval	-	-	-	-	-	-
Serviços de Limpeza e e dedetização	-	-	-	-	-	-
Despesas Com Profissionais Temporários	-	-	-	-	-	-
TOTAL APARTAMENTOS	-	-	-	-	-	-
MANUTENÇÃO						
Recebimento da Obra - Vistoria das áreas comuns do Edifício	-	-	-	-	-	-
Materiais Diversos de manutenção(Não Estocáveis)	-	-	-	-	-	-
TOTAL MANUTENÇÃO	-	-	-	-	-	-
VENDAS E MARKETING						
Despesas Com Marketing (Vide Planilha Detalhada)	-	-	-	-	-	-
Despesas Com Vendas	-	-	-	-	-	-
Choice Link Internacional	-	-	-	-	-	-
TOTAL MARKETING E VENDAS	-	-	-	-	-	-
ESTOQUES INICIAIS						
Compras Iniciais de Material de Escritório (Vide Planilha Detalhada)	-	-	-	-	-	-
Compras Iniciais de Material Operacional (Vide Planilha Detalhada)	-	-	-	-	-	-
Compras Iniciais de Produtos de Limpeza (Vide Planilha Detalhada)	-	-	-	-	-	-
Compras Iniciais de Materiais Diversos (Vide Planilha Detalhada)	-	-	-	-	-	-
Compras Iniciais de Materiais de Manutenção (Vide Planilha Detalhada)	-	-	-	-	-	-
COMPRAS INICIAIS - ESTOQUES	-	-	-	-	-	-
SUB-TOTAL DOS CUSTOS PRÉ-OPERACIONAL - POOL DE LOCAÇÃO	-	-	-	-	-	-
Contingências (Taxas Extraordinárias)	-	-	-	-	-	-
SUBTOTAL DOS CUSTOS DO PRÉ OPERACIONAL CONDOMINIO	-	-	-	-	-	-
TAXA DE ADMINISTRAÇÃO						
Capital de Giro	-	-	-	-	-	-
TOTAL DAS DESPESAS DO PRÉ OPERACIONAL - POOL DE LOCAÇÃO	-	-	-	-	-	-
RESUMO GERAL						
Folha de Pessoal	-	-	-	-	-	-
Viagens e Hospedagens	-	-	-	-	-	-
Outras Gastos Administrativos	-	-	-	-	-	-
Outros Gastos Com Alimentos e Bebidas	-	-	-	-	-	-
Estoque de Alimentos e Bebidas	-	-	-	-	-	-
Gastos Com Apartamentos	-	-	-	-	-	-
Despesas Fixas	-	-	-	-	-	-
Serviços Públicos	-	-	-	-	-	-
Gastos Com Manutenção	-	-	-	-	-	-
Marketing e Vendas	-	-	-	-	-	-
Estoques Iniciais Materiais Operacionais	-	-	-	-	-	-
Contingências (Taxas Extraordinárias)	-	-	-	-	-	-
Taxa de Administração	-	-	-	-	-	-
TOTAL	-	-	-	-	-	-

ANEXO VI - CONTRATO DE ADMINISTRAÇÃO

ANEXO VII - CONTRATOS DE PRESTAÇÃO DE SERVIÇOS DE TECNOLOGIA DA INFORMAÇÃO
(MINUTA)

Pelo presente instrumento particular, as partes abaixo:

CONDOMÍNIO [•] (o “Condomínio”) em fase de constituição, situado na [•] em [•] neste ato representado por sua incorporadora, a empresa Melnick Even Castanheira Empreendimento Imobiliário Ltda, com sede na Cidade de Porto Alegre, Estado do Rio Grande do Sul, na Rua Carlos Trein Filho, nº 551, bairro Auxiliadora, devidamente inscrita no CNPJ/MF, sob o nº 16.816.234/0001-41, neste ato representada na forma de seu Contrato Social, neste ato representada por seus representantes legais ao final identificados, doravante designada simplesmente “**CONTRATANTE**”;

LINKTEL TELECOMUNICAÇÕES DO BRASIL LTDA., com sede no Município de Barueri, Estado de São Paulo, na Alameda Rio Negro, 1105, cj. 41, Alphaville, CEP 06454-000, inscrita no CNPJ/MF sob nº 02.945.663/0001-04, neste ato devidamente representada na forma de seu Contrato Social, doravante denominada “**CONTRATADA**”; e

ATLANTICA HOTELS INTERNATIONAL (BRASIL) LTDA., com sede na Al. Rio Negro, 585, 13º andar, Alphaville, Cidade de Barueri, Estado de São Paulo, inscrita no CNPJ/MF sob nº 02.223.966/0001-13, inscrição estadual 206.564.730.112, neste ato representado na forma de contrato social, doravante designado simplesmente “**INTERVENIENTE ANUENTE**”;

CONSIDERANDO QUE a **CONTRATADA** celebrou com a **INTERVENIENTE ANUENTE**, um “Contrato de Prestação de Serviços de Telecomunicações e outras Avenças” em 07/06/2016, tendo como objeto a prestação de serviços de telecomunicações na modalidade SCM - Serviço de Comunicação Multimídia (“SERVIÇOS”) na forma estabelecida nas Condições Gerais estabelecidas no Anexo III ao referido instrumento particular;

CONSIDERANDO QUE a **INTERVENIENTE ANUENTE** tem como objeto social a administração de empreendimentos hoteleiros, apart-hoteleiros e condomínios, possuindo no território nacional diversos estabelecimentos sob sua administração (“Rede Hoteleira”), dentre os quais a unidade que neste Contrato figura como Contratante (doravante, o “ESTABELECIMENTO”);

CONSIDERANDO QUE o **CONTRATANTE** celebrou com a **INTERVENIENTE ANUENTE** um “Contrato de Administração de Empreendimento Condo-Hoteleiro” (“CONTRATO”) pelo que a **INTERVENIENTE ANUENTE** deve buscar as melhores condições de mercado para serviços de telefonia para a **CONTRATANTE**;

CONSIDERANDO QUE a **CONTRATANTE**, através do presente instrumento, pretende contratar os serviços da **CONTRATADA**, com as condições estabelecidas entre esta e a **INTERVENIENTE ANUENTE**;

RESOLVEM AS PARTES celebrar o presente Contrato de Prestação de Serviços de Telecomunicações e outras avenças, o qual será regido pelas seguintes cláusulas e condições:

Cláusula Primeira – Do Objeto

1.1. O presente Contrato tem por objeto a Prestação de Serviços de Telecomunicações na modalidade **SCM (Serviço de Comunicação Multimídia)**, a ser realizada pela **CONTRATADA** em favor da **CONTRATANTE**, compreendendo uma solução integrada que compõe uma rede privada de telecomunicações interligando a rede hoteleira da qual faz parte a **CONTRATADA**, bem como fornecendo os seguintes serviços individualizados à **CONTRATADA**:

- a) Serviço de Dados - DATA INN;

- b) Serviço de Voz.

Cláusula Segunda – Das Condições da Prestação dos Serviços

- 2.1. Para o fornecimento dos serviços contratados, as partes estão cientes de que o atendimento depende da instalação dos equipamentos eletrônicos e dos sistemas de comunicação da CONTRATADA necessários à implantação da rede privada de telecomunicações sobre a qual serão disponibilizados tecnicamente os serviços contratados. Para tanto, a CONTRATANTE deverá oferecer todas as condições requeridas pela CONTRATADA, inclusive cedendo gratuitamente os espaços físicos necessários no topo da edificação e tubulações internas.
- 2.1.1. Compreende-se como rede privada de telecomunicações a infraestrutura física composta dos equipamentos e sistemas de telecomunicações da CONTRATADA, interligados entre si através dos pontos de acesso da CONTRATANTE, que viabiliza a prestação dos serviços de telecomunicações contratados nos termos deste instrumento.
- 2.1.2. Onde for necessária a cessão de uso de espaço físico nas dependências da CONTRATANTE, por parte de terceiros para o cumprimento deste contrato, a INTERVENIENTE ANUENTE auxiliará a CONTRATADA a buscar esta cessão junto a CONTRATANTE. Sendo certo que, caberá a CONTRATANTE diligenciar pela competente autorização e formalização dos instrumentos necessários. Quando necessário o pagamento de aluguéis ou encargos para utilização desses espaços, as partes ajustarão de comum acordo a responsabilidade por estes pagamentos e a remuneração destes atendimentos será necessariamente revista para evitar desequilíbrio econômico financeiro. A CONTRATADA somente será responsável integralmente pelo pagamento de aluguel ou encargos se o espaço for utilizado para retransmissão de sinal para clientes que não fazem parte da rede hoteleira.
- 2.2. Para a prestação do **Serviço de Dados – DATA INN**, será realizada a instalação de 1(um) ponto de acesso à rede privada comunicações, com velocidade fixada em **1Mbps** (um megabit por segundo). Os equipamentos a serem instalados para atendimento do serviço de Conectividade IP serão fornecidos pela CONTRATADA em regime de COMODATO, devendo ser integralmente restituídos à esta ao final deste Contrato.
- 2.2.1. O serviço de Dados permitirá à CONTRATANTE ter acesso, pela rede privada, ao sistema de Gestão Hoteleira DATA INN, bem como comunicarem-se diretamente com qualquer outro Hotel da rede hoteleira conectado à rede privada.
- 2.3. Para a prestação dos serviços de **Voz**, serão disponibilizados para a CONTRATANTE no mínimo 4 (quatro) canais de voz analógicos e simultâneos, podendo chegar a no máximo 30 (trinta) canais digitais (E1), com interface direta aos troncos dos PABX da CONTRATANTE.
- 2.3.1. O serviço de Voz permitirá à CONTRATANTE ter acesso telefônico direto e gratuito entre as demais unidades da rede hoteleira pela rede privada (interfonia), bem como a realização de chamadas telefônicas com tarifa reduzida para qualquer localidade (chamadas externas).
- 2.3.2. Sendo necessário para o atendimento nos termos deste Contrato, a CONTRATANTE deverá formalizar a competente transferência de titularidade dos recursos de numeração (tronco-chave e ramais) para a CONTRATADA junto à operadora de telefonia pública local. Os recursos de numeração para os Serviços de Voz passarão a ser fornecidos pela CONTRATADA e permanecerão sob sua titularidade para todos os fins.

2.3.3. O número do telefone (recurso de numeração) poderá ser cedido à CONTRATANTE, ou a quem esta vier a indicar, sem custo ou ônus, bastando para tanto, simples comunicado da INTERVENIENTE ANUENTE para a CONTRATADA.

2.3.4. A prestação dos serviços de Voz somente será possível se as condições do sistema de telefonia da CONTRATANTE forem adequadas às especificações técnicas da CONTRATADA. Se, eventualmente, para a implantação do serviço de Voz houver necessidade de adaptação técnica dos sistemas atuais de telefonia, a critério da CONTRATADA, serão adotados os seguintes procedimentos:

- a) Eventuais programações de PABX, expansões ou ampliações de canais, instalações de placas ou equipamentos adicionais aos já existentes e demais adaptações físicas que se verifiquem necessárias, serão realizadas pelo mantenedor do sistema atual de telefonia da CONTRATANTE, mediante orientação e conforme as especificações técnicas da CONTRATADA;
- b) Na eventualidade de serem necessários softwares adicionais e suas respectivas licenças de uso, atualizações corretivas e/ou ampliadoras das funcionalidades dos programas, e ainda atualizações e/ou substituições da versão dos programas, estes serão adquiridos, custeados e instalados pela própria CONTRATANTE.

2.4. Na prestação dos serviços de **Dados** está compreendida a atividade de monitoramento remoto da rede de telecomunicações, que consistirá no acompanhamento do funcionamento dos equipamentos eletrônicos, regular disponibilização dos serviços de telecomunicações, controle da taxa de velocidade da transmissão de dados trafegados na rede e manutenção do nível de qualidade dos serviços contratados. O monitoramento será realizado pela CONTRTADA em seu Centro de Operações, localizado na cidade de Barueri, no estado de São Paulo, através de seu sistema eletrônico de monitoramento que ali se encontra. A leitura das informações captadas pelo sistema é realizada por pessoal técnico capacitado e qualquer programação eletrônica necessária para a regularidade dos serviços será realizada remotamente no Centro de Operações. Para fins de leitura da disponibilização da rede, será considerado o gráfico gerado pelo sistema de monitoramento de redes da CONTRATADA.

Cláusula Terceira – Das Obrigações da CONTRATANTE

3.1. São obrigações da CONTRATANTE:

- a) Atender todos os requisitos e características técnicas solicitados expressa e previamente pela CONTRATADA para a instalação dos equipamentos e sistemas necessários à prestação dos serviços contratados, inclusive a disponibilização de espaços físicos e a realização de obras civis necessárias para a implantação da rede básica de telecomunicações, tais como mas sem se limitar a: melhorias na rede elétrica, lançamento e encaminhamento de cabos, obras civis e demais providências necessárias.
- b) Fornecer pelo menos 1 (um) ponto independente de transmissão contínua de energia elétrica, para a implantação dos equipamentos e sistemas de telecomunicações da CONTRATADA;
- c) Zelar pela integridade dos equipamentos implantados, mantendo-os sempre em local seguro e devidamente trancado, evitando possíveis vandalismos, avarias, perecimentos ou perdas que culminem na interrupção da prestação dos serviços contratados;

- d) Abster-se de mover os equipamentos instalados de lugar, nem tampouco realizar alterações físicas nos locais onde os equipamentos forem implantados. Havendo necessidade da CONTRATANTE nesse sentido, esta deverá solicitar à CONTRATADA que proceda às movimentações ou alteração das condições de implantação para atender a necessidade, resguardando dessa forma a operação dos serviços prestados pela CONTRATADA.
- e) Comunicar imediatamente à CONTRATADA quaisquer ocorrências de interrupção no fornecimento dos serviços contratados, procedendo sempre de acordo com as orientações do pessoal técnico responsável pelo atendimento das ocorrências;
- f) Permitir à CONTRATADA a realização de futuras ampliações e desdobramentos da implantação dos equipamentos e sistemas implantados, bem como sua redução ou alterações necessárias para a perfeita prestação de serviços, durante todo o curso de vigência deste Contrato, mediante acordo prévio com a INTERVENIENTE ANUENTE;
- g) Permitir à CONTRATADA o livre acesso às dependências da CONTRATANTE e aos equipamentos e sistemas implantados, a qualquer tempo, inclusive fora do horário comercial, fins de semana e feriados, para a execução de todas as obras necessárias à operação e manutenção dos serviços contratados, sendo a CONTRATANTE responsável pela concessão da autorização para que o pessoal técnico da CONTRATADA, devidamente credenciado e identificado, possa entrar e permanecer nos locais da implantação pelo tempo que for preciso para a conclusão dos trabalhos;
- h) Da mesma forma, ao final desta contratação, permitir livre acesso ao pessoal da CONTRATADA às dependências da CONTRATANTE, devidamente credenciados e identificados, a fim de realizar a remoção e retirada dos equipamentos e sistemas, desde que previamente comunicada do dia e hora da retirada destes e conforme cronograma apresentado à CONTRATANTE, com antecedência mínima de 10 (dez) dias do início da retirada dos equipamentos;
- i) Firmar aditamentos e retificações deste instrumento sempre que necessários forem tais documentos para a regular continuidade da prestação dos serviços aqui avençada.

Cláusula Quarta – Das Obrigações da CONTRATADA

4.1. São obrigações da CONTRATADA:

- a) Atender todos os requisitos e características técnicas à prestação dos serviços contratados;
- b) Configurar, monitorar, manter e controlar os equipamentos e sistemas, promovendo a correção de erros, mau funcionamento ou defeitos, de modo a garantir a regular operação dos Serviços prestados no nível de qualidade previsto na regulamentação vigente;
- c) Fornecer suporte técnico adequado, atendendo devidamente os chamados técnicos da CONTRATANTE em período nunca superior a 4 (quatro) horas a contar da chamada comunicando da ocorrência do evento;
- d) Realizar as atualizações de sistema necessárias durante todo o período de vigência deste Contrato, procedendo às adequações técnicas para o perfeito funcionamento dos equipamentos e da rede básica de telecomunicações, a fim de manter a regular continuidade da prestação dos serviços contratados;

- e) Manter e zelar pela manutenção das autorizações legais referentes à prestação dos serviços contratados;
- e) Supervisionar e orientar seus funcionários e/ou prepostos designados para a prestação de serviços objeto do presente contrato, devendo substituir aqueles que não estejam desempenhando suas atividades a contento, declarando expressamente, ser a única e exclusiva empregadora dos funcionários e/ou prepostos designados para a prestação dos serviços objeto do presente contrato; e
- f) responsabilizar-se pelos encargos trabalhistas, fiscais e previdenciários previstos na legislação em vigor, isentando a CONTRATANTE de qualquer vínculo ou responsabilidade de qualquer natureza para com os seus profissionais.

Cláusula Quinta – Da Remuneração dos Serviços

- 5.1. Os serviços contratados serão remunerados pela CONTRATANTE à CONTRATADA mensalmente, através de cobrança bancária, gerada de acordo com a utilização da CONTRATANTE, verificada em medição do período.
- 5.2. A remuneração mensal dos serviços será praticada por meio de medição das chamadas do serviço de Voz apuradas no período por meio de sistema de tarifação da CONTRATADA, em valor variável conforme a utilização da CONTRATANTE. A apuração levará em conta a grade tarifária constata do Anexo IV do contrato firmado entre a CONTRATADA e a INTERVENIENTE ANUENTE, exclusiva para esta contratação
- 5.3. Todos os pagamentos devidos em decorrência deste contrato serão satisfeitos por meio de cobrança bancária emitida individualizadamente para a CONTRATANTE, sendo os documentos de cobrança (boletos) e a respectiva nota fiscal dos serviços prestados acompanhada de detalhamento das cobranças, encaminhados para quem de direito, no primeiro dia útil do mês subsequente a prestação de serviços, com pagamento previsto sempre para o dia 10 (dez) de cada mês, referentemente ao mês anterior.
- 5.4. No primeiro mês de vigência, os serviços prestados serão cobrados *pro-rata-dies*, considerando a data da ativação dos serviços instalados.
- 5.5. Ainda, será devida a taxa de instalação única e total no valor de **R\$1.000,00** (um mil reais), a ser paga no dia 10 (dez) do mês seguinte à assinatura do presente contrato, comprometendo-se a CONTRATADA a instalar os equipamentos necessários para a perfeita prestação de serviços, num prazo máximo de 60 (sessenta) dias contados da assinatura deste instrumento.
- 5.6. Ressalvada a hipótese de não recebimento dos documentos relacionados no item 5.3 acima no prazo ajustado ou ainda, no caso de divergência de valores – hipótese em que se admite o sobrestamento sem ônus por tempo equivalente - o atraso no pagamento dos valores devidos pela CONTRATANTE à CONTRATADA implicará na cobrança adicional de multa de 2% (dois por cento) do valor vencido, além de juros de mora de 1% ao mês, até a data do efetivo pagamento pela unidade contratante. Caso o pagamento ocorra após 30 (trinta) dias do vencimento original, será devida ainda a correção monetária pela variação do IGP-M do período.
- 5.7. Observada a ressalva do item anterior, a CONTRATADA poderá, a seu critério, suspender a prestação dos serviços contratados, caso a CONTRATANTE permaneça inadimplente no pagamento por mais de 60 (sessenta) dias após o respectivo vencimento dos valores devidos, devendo, no entanto, a CONTRATADA comunicar a CONTRATANTE da data de corte com antecedência mínima de 5 (cinco)

dias. Após esse prazo, a CONTRATADA poderá lavrar protesto dos valores devidos contra a CONTRATANTE. Neste período, se restar comprovada a inexistência da propalada inadimplência da CONTRATANTE, ou ainda, se esta demonstrar que o não pagamento decorre da inadimplência da CONTRATADA, informada anteriormente pela CONTRATANTE em notificação, a CONTRATADA não poderá efetivar a suspensão dos serviços.

- 5.8. Se durante a vigência contratual ocorrerem situações capazes de abalar o seu equilíbrio econômico-financeiro, as Partes concordam em negociar novos preços de modo a restabelecer esse equilíbrio econômico-financeiro.
- 5.9. Os valores informados nesta Cláusula Quinta incluem os tributos e encargos legais incidentes conforme a legislação atualmente em vigor. O reajuste dos valores a serem pagos pela CONTRATADA respeitará o disposto no contrato firmado entre a CONTRATADA e a INTERVENIENTE ANUENTE, do qual a CONTRATANTE tem pleno conhecimento, onde restou ajustado que após 12 (doze) meses de vigência, os valores poderão ser reajustados através de negociação entre as partes levando em consideração os índices de reajuste de mercado.

Cláusula Sexta – Da Vigência

- 6.1. Este instrumento entra em vigor na data de sua assinatura e vigorará por 24 (vinte e quatro) meses, sendo renovado mediante a assinatura de termo de prorrogação pelas partes, sendo que as futuras prorrogações ocorrerão por períodos iguais e sucessivos de 12 (doze) meses.
- 6.2. Ao término deste Contrato, seja qual for o motivo de sua extinção ou rescisão, a CONTRATADA terá o direito de retirar, em até 180 (cento e oitenta) dias, todos os equipamentos implantados nas dependências da CONTRATANTE, observando o disposto no item 3.1. “h”. A CONTRATANTE, durante esse período, deverá abster-se de utilizar os equipamentos para qualquer finalidade até que sejam totalmente retirados pela CONTRATADA. Na hipótese de encerramento do Contrato em razão do término da gestão da INTERVENIENTE ANUENTE no empreendimento, a CONTRATANTE deverá notificar tal fato à CONTRATADA com 30 (trinta) dias de antecedência, requerendo a rescisão deste Contrato e para que esta retire os equipamentos e sistemas implantados até o último dia de administração da INTERVENIENTE ANUENTE.

6.2.1 Entretanto, caso a CONTRATANTE opte por continuar utilizando os referidos equipamentos, mesmo após a comunicação expressa da rescisão contratual com a INTERVENIENTE ANUENTE, a CONTRATADA compromete-se desde já a realizar as adequações contratuais necessárias e praticar as condições comerciais habituais do setor de telecomunicações.

6.2.2. Nas hipóteses de término contratual, caso a CONTRATADA não programe a retirada de seus equipamentos no prazo mencionado no item 6.2, fica a CONTRATANTE autorizada a cobrar uma locação mensal do espaço onde se encontrem instalados os equipamentos, no valor de R\$500,00 (quinhentos reais) por mês, até a efetiva retirada destes.

Cláusula Sétima – Da Rescisão

- 7.1. O presente Contrato poderá ser rescindido por qualquer das partes, mediante simples Notificação de Rescisão de Contrato encaminhada à outra parte, nas seguintes hipóteses:
- a) Se qualquer das partes deixar de cumprir as obrigações aqui pactuadas e, notificada pela parte prejudicada, não der cumprimento à sua obrigação dentro do prazo mínimo de 10 (dez) dias corridos, ou do prazo concedido em notificação para fazê-lo, ressalvado o disposto no item 7.2 a seguir;

- b) Se ocorrer pedido ou decretação de falência, recuperação judicial ou extrajudicial, insolvência civil, liquidação judicial ou extrajudicial, de qualquer das partes;
 - c) Se por motivo de força maior ou caso fortuito as partes ficarem impossibilitadas de cumprir com as obrigações decorrentes deste Contrato por período superior a 6 (seis) meses; e
 - d) Em caso de rescisão do contrato de administração existente entre a CONTRATANTE e a INTERVENIENTE ANUENTE;
 - e) Em caso de os valores de remuneração da CONTRATADA previstos neste contrato estejam incompatíveis, por excessivos, em relação aos valores praticados pelo mercado pelo mesmo tipo de serviço, desde que apresente previamente à INTERVENIENTE ANUENTE, para aprovação, o orçamento e apresentação da nova empresa.
- 7.2. Observadas as ressalvas de sobrestamento estabelecidas no contrato, ocorrendo atraso no pagamento de qualquer valor devido pela CONTRATANTE à CONTRATADA, que persista por mais de 90 (noventa) dias, a seu exclusivo critério, referido débito poderá ser encaminhado aos órgãos de proteção ao crédito para inscrição negativa, podendo a CONTRATADA dar por rescindido o presente Contrato mediante simples Notificação.
- 7.3. Especialmente, caso a rescisão contratual ocorra por inadimplemento da CONTRATANTE, consubstanciado na utilização do sistema hoteleiro DATA INN sem o devido suporte do serviço de dados aqui contratado, a exclusivo critério da CONTRATADA, em vez de ensejar rescisão contratual tal fato poderá ser reparado pela CONTRATANTE mediante aplicação de multa, a título de cláusula penal, no valor da média de remuneração dos últimos 6 (seis) meses da inadimplência verificada. Esta multa será paga em até 30 (trinta) dias da data da verificação da ocorrência, que será notificada pela CONTRATADA pontualmente.

Cláusula Oitava – DA CONFIDENCIALIDADE

- 8.1. A partes se obrigam, neste ato, por si, seus prepostos ou funcionários, a manter total e absoluto sigilo no tocante às informações relativas aos negócios objeto do presente contrato, especificamente com relação àqueles em andamento e suas peculiaridades, bem como em relação às partes signatárias do presente instrumento e seus respectivos negócios, comprometendo-se a, em tempo algum, não utilizar, revelar, copiar, ceder, transferir ou colocar tais informações à disposição de terceiros, para qualquer fim, sob qualquer pretexto.
- 8.2. A obrigação de confidencialidade, acima mencionada permanecerá em vigor pelo período de duração do presente contrato, estendendo-se por 2 (dois) anos após seu término, a menos que tais informações:
- a) sejam, ou venham a tornar-se, mais tarde, de conhecimento público por outra forma que não violação do item 8.1, acima;
 - b) estejam na posse do recipiente, com todos os direitos de divulgação, antes de recebê-las da outra parte; e
 - c) sejam recebidas de terceiros, que possuam legalmente os direitos de divulgação.

CLÁUSULA NONA - Das Disposições Gerais

- 9.1. A CONTRATANTE está ciente de que os equipamentos a serem implantados nas suas dependências são de propriedade da CONTRATADA e destinam-se exclusivamente à prestação dos Serviços pela CONTRATADA, sendo vedado à CONTRATANTE a sua comercialização, cessão, locação, sublocação,

compartilhamento, disponibilidade, transferência ou uso por terceiros, de forma diversa da prevista neste instrumento.

- 9.2. A CONTRATANTE é responsável por manter e zelar pelos equipamentos da CONTRATADA, na forma deste instrumento, para todos os fins legais, desde que demonstrada a ocorrência de dolo ou culpa por eventuais prejuízos causados nos equipamentos.
- 9.3. A CONTRATANTE contratará com a CONTRATADA, preferencialmente, o provimento de outros serviços de telecomunicações não previstos neste Contrato tais como, porém não se limitando a:
- a) serviços de acesso à Internet para a CONTRATANTE;
 - b) serviços de acesso à Internet para hóspedes e demais usuários da CONTRATANTE;
 - c) serviços de videoconferência para a CONTRATANTE, hóspedes e grupos;
 - d) serviços de acesso à Internet sem fio (Wi-Fi) e criação de Hot-Spots; e
 - e) demais serviços de comunicação multimídia e de voz.
- 9.3.1. Para a contratação de serviços adicionais de telecomunicações, em condições de preferência, a CONTRATADA se compromete a, quando possível técnica e comercialmente, praticar o mesmo preço ofertado pelo fornecedor do serviço adicional e as mesmas condições técnicas.
- 9.3.2 Com base nessa premissa, a CONTRATADA poderá propor projetos especiais para criação de Hotspots Wi-Fi para a CONTRATANTE, bem como sugerir o atendimento padronizado para fornecimento de acesso à internet com taxa de velocidade de circuito e preços diferenciados.
- 9.4. Para os fins deste contrato, cada parte é responsável pelas licenças dos softwares envolvidos em sua parcela de participação no negócio jurídico, ficando ressalvado que a CONTRATANTE será responsável pela emissão das licenças necessárias pelo uso do Sistema de Gestão Hoteleira DATA INN e a CONTRATADA será responsável pela licença do sistema de medição dos serviços de telecomunicações INFORMATEC.
- 9.5 Caso as condições da prestação de serviços de telecomunicações prescritas pela Anatel – Agência Nacional de Telecomunicações, sejam modificadas após a assinatura deste contrato, e tais novas condições sejam conflitantes com o aqui disposto, as partes acordarão as alterações necessárias, formalizando-as mediante termo de aditamento ao presente instrumento, de forma a garantir a continuidade da prestação dos serviços contratados. Caso não haja consenso, as partes poderão rescindir o contrato, sem ônus ou multa, no tempo que vierem a estabelecer em conjunto.
- 9.6. Não valerá como precedente ou novação, ou ainda, como renúncia aos direitos que a legislação e este Contrato asseguram às partes, a tolerância de uma parte a eventuais infrações da outra, com relação às condições neste Contrato estipuladas.
- 9.7. Qualquer nulidade, anulação ou invalidade de qualquer das cláusulas e condições deste Contrato, terá eficácia restrita, não comprometendo nenhuma outra disposição do Contrato nem tampouco sua continuidade.
- 9.8. Todos os prazos e condições deste contrato vencem-se independentemente de aviso ou interpelação judicial ou extrajudicial.
- 9.9. A fim de preservar a continuidade dos serviços de telecomunicações de interesse coletivo, a CONTRATADA poderá ceder as obrigações e direitos previstos neste contrato, desde que mantidas integralmente as condições da prestação de serviço mediante simples comunicação.

- 9.10 Este contrato é celebrado em caráter irrevogável e irretratável, obrigando-se nele as partes e seus sucessores, a qualquer título. A CONTRATADA tem a faculdade de terminar este Contrato, a qualquer tempo, se: a) por motivo de inviabilidade técnica e/ou operacional que venha a surgir após o início da vigência estipulada; ou b) por determinação legal ou ordem emanada por autoridade competente, for requerida a suspensão ou interrupção total da prestação dos serviços ora contratados, quer por parte da CONTRATADA quer da parte da CONTRATANTE. Nesses casos não haverá a aplicação de qualquer ônus ou penalidade para a parte que motivar a rescisão, e tal não será considerada causa para indenização ou ressarcimento, de qualquer natureza.
- 9.11. Este contrato é firmado pelas partes através de seus atuais representantes legais, devidamente eleitos e indicados em seus atos constitutivos conforme última alteração de Contrato Social arquivada no órgão competente.
- 9.12. Não obstante o compromisso de confidencialidade, a CONTRATADA poderá mencionar a CONTRATANTE em seu rol de clientes.
- 9.13. Este instrumento constitui a integralidade do acordo havido entre as partes sobre o assunto e substitui todos os contratos e acordos, escritos ou verbais, anteriores a esta data de forma que a partir da assinatura do presente instrumento sejam válidas e aplicáveis apenas as condições deste instrumento.
- 9.14. Fica eleito o foro do local da prestação dos serviços, para dirimir quaisquer questões relativas ao presente Contrato, com renúncia expressa de qualquer outro, por mais privilegiado que seja.

E, por estarem assim justas e contratadas, assinam o presente instrumento em 3 (três) vias de igual forma e teor, juntamente com as 2 (duas) testemunhas abaixo, a tudo presente.

Barueri, [.] de [.] de 2018.

CONDOMÍNIO

Contratante

LINKTEL TELECOMUNICAÇÕES DO BRASIL LTDA.

Contratada

ATLANTICA HOTELS INTERNATIONAL (BRASIL) LTDA.

Interveniente Anuente

Testemunhas:

1. _____

Nome:

RG n.º:

2. _____

Nome:

RG n.º:

ANEXO VIII - REQUISITOS DO SISTEMA DE TECNOLOGIA DA INFORMAÇÃO

Software de Gestão Hoteleira

- Utilização do software de gestão hoteleira determinado pela **Administradora** (vide informações técnicas abaixo);
- As despesas com implantação, manutenção mensal e despesas dos analistas durante a implantação são de responsabilidade do **Empreendimento**;
- O banco de dados pertence à **Administradora** e no caso de rescisão contratual esta se compromete a entregar toda a informação contábil impressa e os arquivos gerados e enviados referentes às obrigações fiscais.

Comunicação com o Data Center

- Utilização do software de comunicação com o Data Center, ou seja, acesso via sistema à base de dados (vide informações técnicas abaixo);
- As despesas como a compra da licença e a sua manutenção anual são de responsabilidade do **Empreendimento**;
- Link de dados para acesso ao Data Center: fornecedor homologado e exclusivo (vide informações técnicas abaixo).

Parque de Informática e Licenças

- De acordo com o documento denominado "Projeto de Informática", que deverá ser customizado à cada **Empreendimento** de acordo com sua estrutura física e de pessoas;
- É de responsabilidade do **Empreendimento** comprar e manter atualizado o parque de informática e as respectivas licenças de sistema operacional e demais softwares padrão para a operação de acordo com as informações técnicas abaixo.

Velocidade de Internet

- Recomendação de 2 links de internet sendo:
 1. Link Dedicado com recomendação mínima de acordo com as informações técnicas abaixo;
 2. Link ADSL com a maior velocidade disponível na região.

Informações Técnicas:

Software de Gestão Hoteleira

Software: Visual Hotel Full

Fornecedor: Bematech S/A

Comunicação com o Data Center

Software: Go-Global

Fornecedor: Centric System Brazil Software Ltda.

Link de dados

Fornecedor: Linktel

Licenças

- Servidor:

- Microsoft Windows Server Std Edition 2012
- Windows Cal Server (de acordo com a quantidade de estações de trabalho conectados ao servidor)
- Software de backup: BrightStor ArcServer for Windows R16.5
- Antivirus: Sopho (para servidor e estações de trabalho)

- Estações de trabalho:

- Microsoft Windows 8.1 Professional
- Office Home & Business 2013

Velocidade Mínima de Internet

- Link dedicado de 30Mb

* Obs.: a validade das informações constantes deste anexo é de 90 (noventa) dias a contar da data de assinatura do instrumento ao qual este é anexo. Dessa forma, antes da aquisição e providências em relação a este anexo, a Contratante deverá solicitar a Administradora referidas informações devidamente atualizadas.

ANEXO IX - CONTRATO DE COMODATO DE ÁREAS E EQUIPAMENTOS

Pelo presente instrumento particular de *Contrato de Comodato de Áreas e Equipamentos Comuns* (o “Contrato”), as Partes (ou, isoladamente, “Parte”) que o firmam:

- como **Comodante, o Condomínio do edifício Pontal** (o “Condomínio”) em fase de constituição, situado em Porto Alegre, estado do Rio Grande do Sul, neste ato representado por sua incorporadora, a empresa **Melnick Even Castanheira Empreendimento Imobiliário Ltda**, com sede na Cidade de Porto Alegre, Estado do Rio Grande do Sul, na Rua Carlos Trein Filho, nº 551, bairro Auxiliadora, devidamente inscrita no CNPJ/MF, sob o nº 16.816.234/0001-41, neste ato representada na forma de seu Contrato Social, doravante simplesmente denominada “Contratante”; e, de outro lado;

- como **Comodatária**, a empresa **Atlantica Hotels International (Brasil) Ltda. – Double Tree by Hilton Porto Alegre - SCP**, sociedade em fase de constituição, neste ato representada por sua Sócia Ostensiva, **Atlantica Hotels International (Brasil) Ltda**, sociedade empresária limitada de direito privado, com sede na cidade de Barueri, estado de São Paulo, na Alameda Rio Negro, nº 585, 13º andar, Bloco B, Alphaville Empresarial, representada na forma de seu contrato social por seus representantes legais abaixo assinados;

CONSIDERAÇÕES

Considerando que:

- (i) o **Comodante** é um condomínio, aprovado perante a Municipalidade de Porto Alegre para uso Condo-hoteleiro (o “**Condo-Hotel**”);
- (ii) nos termos da Convenção de Condomínio, o **Comodante** poderá ceder as áreas comuns passíveis de exploração comercial por terceiros, a título gratuito ou oneroso;
- (iii) a **Comodatária** é empresa prestadora de serviços de hospitalidade, podendo atuar, nos termos de seu contrato social, na operação e administração de hotéis, apart-hotéis, condo-hotéis;
- (iv) a **Comodatária** é a sócia ostensiva de uma Sociedade em Conta de Participação (a “Sociedade”), cujo objeto é promover a exploração de Apartamentos e de áreas e equipamentos comuns do **Condo-Hotel**, tais como, restaurante, área de eventos, telefonia, etc. (as “Áreas”);
- (v) a **Comodatária**, na qualidade de sócia ostensiva da Sociedade, pretende explorar em benefício desta, os Apartamentos e as Áreas do **Condo-Hotel**, indicadas na alínea anterior;
- (vi) para a plena operacionalidade e rentabilidade da Sociedade é indispensável a exploração das Áreas, o que passa a ser regulado pelo presente Contrato;

Resolvem as Partes celebrar o presente Contrato, mediante a observância dos Considerandos acima e das seguintes cláusulas e condições que as Partes mutuamente outorgam, prometendo cumprir e respeitar, por si e seus sucessores, conforme abaixo disposto.

DECLARAÇÕES

As Partes conjuntamente declaram que:

- (a) para os fins deste Contrato, a **Comodatária** atua na condição de sócia ostensiva da Sociedade, de modo que todos os benefícios e receitas advindas da exploração das Áreas serão consideradas receitas da

Sociedade, da mesma forma que esta suportará os pagamentos de despesas que decorrerem de tal exploração;

(b) para os fins deste Contrato, o **Comodante** atua na condição de representante dos interesses individuais homogêneos dos Condôminos do **Condo-Hotel**.

- I -

DO OBJETO

1.1. O objeto deste Contrato é a cessão das Áreas, a título comodatário, que o **Comodante** faz em favor da **Comodatária**, bem assim dos móveis, equipamentos, instalações e artigos de decoração que os guarnecem, conforme inventário a ser elaborado na data de sua entrega à **Comodatária**, o qual fica fazendo parte integrante do presente instrumento.

1.1.1. Este Contrato está expressamente vinculado a vigência do Contrato de Sociedade em Conta de Participação e do Contrato de Administração Condominial de Natureza Hoteleira, do qual este instrumento é anexo.

1.2. As Áreas serão destinadas única e exclusivamente à exploração de alimentos, bebidas, eventos, lazer e serviços conexos de hotelaria, podendo a **Comodatária** locar ou conceder temporariamente o uso de certas áreas, equipamentos e serviços a terceiros, para fins de servir de suporte às suas operações, integrando as eventuais rendas decorrentes dessa locação ou concessão as receitas da Sociedade, ficando desde já estabelecido entre as partes que a **Comodante** poderá indicar/sugerir empresas para a prestação de serviços e administração do centro de eventos do Empreendimento, sendo certo que a efetiva contratação de tal indicação somente poderá ser concluída mediante prévio e expresse consentimento da **Comodatária**.

1.3. A **Comodatária** terá a posse, uso e gozo legais e pacíficos das Áreas a partir da data de sua entrega e pelo prazo deste Contrato e de suas eventuais renovações, sem obstáculos, esbulhos ou transtornos por parte do **Comodante** ou terceiros.

1.4. O **Comodante** garante que as Áreas e suas instalações conexas estarão aptas e devidamente construídas, montadas e equipadas para que a **Comodatária** possa operá-las na data de início das atividades hoteleiras.

- II -

DAS OPERAÇÕES

2.1. Considerando a natureza deste Contrato a **Comodatária** terá autonomia para promover a operação das Áreas, a partir da data de início das atividades hoteleiras, conforme definido no Contrato de Administração de Natureza **Condo-Hoteleira**, do qual este instrumento é anexo, definindo suas políticas de recursos humanos, marketing, comerciais, implantando os procedimentos operacionais e administrativos, visando a excelência operacional e financeira das Áreas.

2.2. As Partes concordam que cooperarão entre si por meio de todas as maneiras convenientes e adequadas para permitir que cada qual cumpra seus deveres estabelecidos neste Contrato, e a **Comodatária** concorda em empreender seus melhores esforços empresariais no desempenho adequado de suas obrigações contratuais e em relação à operação e administração das Áreas.

2.3. A **Comodatária** terá o controle das Áreas, sendo de sua exclusiva e integral responsabilidade todos os assuntos relacionados à sua operação e exploração, incluindo, mas não se limitando:

(a) estabelecimento e implementação da política de recursos humanos, na forma definida nos contratos da Sociedade e de administração do **Condo-Hotel**;

- (b) estabelecimento de política geral de preços de alimentos e bebidas, na qual a **Comodatária** terá liberdade para negociar diretamente com os clientes condições especiais, de forma a desenvolver as operações em condições que proporcionem os melhores resultados;
- (c) estabelecimento e revisão, quando necessária, das políticas e procedimentos administrativos, inclusive para controle de receita e despesas, compra de suprimentos operacionais e contratação de serviços, controle de crédito e estoques, elaboração e implementação de cronograma de conservação e manutenção, e verificação de que tais procedimentos estejam servindo à consecução das atividades da **Comodatária**;
- (d) controle e manutenção por todo prazo deste Contrato, de capital de giro necessário à realização das operações nas Áreas, conforme estabelecido no contrato da Sociedade;
- (e) realização diligente dos trabalhos relacionados ao departamento de contas a pagar e receber;
- (f) desenvolvimento e implementação de publicidade e do plano de marketing;
- (g) planejamento, execução e supervisão de reparos, manutenção e reposição, quando necessária, de equipamentos e materiais operacionais, móveis e demais bens que integram as Áreas;
- (h) providências quanto aos serviços de administração de riscos relativos aos tipos de seguro legalmente exigidos e aqueles que usualmente são contratados de acordo com seus procedimentos operacionais;
- (i) obtenção e manutenção de toda e qualquer licença, alvará e/ou permissão necessários às atividades operacionais nas Áreas;
- (j) atendimento das exigências legais (exceto aquelas que sejam de responsabilidade do **Comodante**) relativas à operação das Áreas;
- (k) cumprimento de todos os regulamentos e leis aplicáveis, inclusive, aqueles relativos à higiene e saúde;
- (l) manutenção e conservação das Áreas, conforme disposições constantes deste Contrato, para que as mesmas sejam devolvidas ao término do prazo inicial e de suas eventuais renovações, em adequado estado de uso e funcionamento, mas com os desgastes e perdas decorrentes de sua normal utilização;
- (m) aquisição e manutenção dos estoques necessários à operação das Áreas.

2.4. A Comodatária exercerá seus direitos, deveres e obrigações mediante este Contrato, observando que os serviços, produtos complementares ou com desconto que sejam oferecidos nas Áreas estejam diretamente relacionados com a atividade hoteleira e sejam oferecidos com o objetivo de beneficiar o **Condo-Hotel**.

2.5. A Comodatária manterá as Áreas em boas condições operacionais e fará por si ou por terceiros que contratar reparos e substituições de pequena monta, e serviços de conservação e manutenção, conforme sejam necessários para tais fins.

2.5.1. Todas as despesas com tais serviços de conservação, de manutenção e reparos e, ainda, as substituições de pequena monta deverão ser realizadas pela **Comodatária**, em nome da Sociedade e de acordo com o contrato que rege suas relações, independentemente de qualquer aprovação, nos termos do artigo 584 do Código Civil.

2.5.2. São consideradas despesas com reparos e substituições de pequena monta os gastos que não ultrapassem a 0,5% (meio por cento) da Receita Líquida mensal auferida com a exploração das Áreas.

2.5.3. As demais despesas com alterações, adições, reparos e substituições e/ou benfeitorias de qualquer espécie serão custeados pelo **Comodante**.

2.5.4. O **Comodante**, representando os Condôminos do **Condo-Hotel**, obriga-se a custear a realização das obras, reparos e substituições substanciais (que não sejam de pequena monta) e benfeitorias necessárias, os quais serão realizados em dias e horários que não prejudiquem ou não paralise as atividades do empreendimento e/ou das Áreas.

2.5.5. A **Comodatária** terá o direito de se indenizar em razão de benfeitorias necessárias realizadas com o consentimento prévio e expresso do **Comodante**, incorporadas ou não ao patrimônio do **Comodante**.

2.6. Ao final do presente Contrato a **Comodatária** deverá devolver as Áreas ao **Comodante** que as receberá com os desgastes naturais e perdas decorrentes de seu uso normal, livre de multas, embargos, ônus, dívidas de qualquer espécie que onerem ou recaiam sobre as mesmas e que comprovadamente sejam decorrentes de motivo imputável à **Comodatária**.

- III -

DOS EMPREGADOS

3.1. Toda mão-de-obra empregada nas Áreas será selecionada, treinada, contratada e supervisionada pela **Comodatária** que, para tanto, atuará por conta e ordem do **Comodante**. Desta forma, correrão às expensas da **Comodatária**, na forma estabelecida no contrato de Sociedade, sendo considerado uma despesa desta, todos os gastos incorridos com salários, remunerações, benefícios de qualquer natureza, encargos, custos e despesas de rescisão de contrato de trabalho, penalidades impostas, etc, os quais serão reembolsados mensalmente ao **Comodante**.

- IV -

DOS ENCARGOS

4.1. A partir da data de início das operações hoteleiras, a **Comodatária** deverá pagar pontualmente as contas de consumo de gás, luz, energia, água, telefone, e demais gastos incidentes sobre as Áreas ou relacionados à operação que nelas será desenvolvida.

4.2. A **Comodatária** em todo dia 15 (quinze) de cada mês, terá direito de receber reembolsos decorrentes de pagamentos feitos em razão deste Contrato, mas cuja responsabilidade é atribuída neste instrumento ao **Comodante**.

4.2.1. O não pagamento dos reembolsos na data estabelecida ensejará na aplicação de atualização monetária calculada com base na variação do IGP-M da Fundação Getúlio Vargas, e na incidência de encargos moratórios à ordem de multa de 2% (dois por cento) e juros de mora de 1% ao mês, ou fração, até a data do efetivo pagamento.

- V -

DO PRAZO

5.1. O presente Contrato vigorará pelo mesmo prazo do Contrato de Administração de Natureza **Condo-Hoteleira**, de modo que se este for renovado, o presente contrato também o será. Da mesma forma, o término do Contrato de Administração de Natureza Hoteleira implicará no término do presente Contrato.

- VI -

DA CESSÃO

6.1. A **Comodatária** poderá celebrar contratos de locação com terceiros, especialmente para instalação de quiosques, display, etc., bem assim ceder total ou parcialmente seus direitos de exploração de determinadas Áreas, observados eventuais impedimentos constantes da Convenção de Condomínio, ficando consignado que tais contratos somente deverão permanecer vigentes enquanto estiver vigorando o presente Contrato.

6.1.1. A **Comodatária** deverá zelar para que o locatário mantenha os serviços a que as Áreas se destinam, inclusive no que se refere à política de preços e à qualidade de serviços prestados.

6.1.2. Todas as receitas oriundas de locação passarão a fazer parte das receitas da **Comodatária** e serão contabilizadas para fins de apuração da receita da Sociedade.

- VII -

DAS CAUSAS DE TÉRMINO

7.1. O presente Contrato poderá ser terminado na ocorrência das seguintes hipóteses:

- (a) infração contratual;
- (b) se a **Comodatária** entrar em falência, promover pedido de recuperação judicial ou extrajudicial, for dissolvida, liquidada ou declarada insolvente;
- (c) denúncia da **Comodatária**;
- (d) previsões legais específicas deste contrato; e,
- (e) mútuo acordo.

7.1.1. Em caso de infração contratual, a Parte que se sentir lesada deverá notificar a outra, por escrito, judicial ou extrajudicialmente, concedendo-lhe prazo de 30 (trinta) dias para purgação da mora. Persistindo o inadimplemento da obrigação, o presente Contrato será resolvido de pleno direito, sem embargo de a Parte lesada tomar as medidas judiciais competentes e pleitear o pagamento das perdas e danos sofridos.

7.2. No caso de denúncia deste Contrato pela **Comodatária**, esta deverá comunicar o **Comodante**, com 06 (seis) meses de antecedência, encaminhando ao Síndico correspondência indicando a data de desocupação das Áreas, para que seja marcada a respectiva vistoria, a fim de ser verificado seu estado de conservação e manutenção, bem como eventuais danos causados.

7.3. As Partes terão o direito de distratar o presente Contrato, a qualquer tempo e sem ônus, mediante notificação com 30 (trinta) dias de antecedência, se eventos relacionados a casos fortuitos ou de força maior impossibilitarem ou tornarem razoavelmente impraticável a operação rotineira das Áreas, por um período igual ou superior a 60 (sessenta) dias contínuos.

7.4. As Partes podem a qualquer tempo, mediante mútuo acordo, parar ou suspender as atividades desenvolvidas nas Áreas a fim de proteger seu patrimônio e/ou a saúde, segurança e bem-estar dos condôminos, usuários e/ou Empregados.

- VIII -

DAS DISPOSIÇÕES GERAIS

8.1. Todas as notificações a que se refere este Contrato serão feitas por escrito e encaminhadas ao endereço de cada Parte, ficando desde logo consignado que qualquer mudança deverá ser comunicada, mediante aviso.

8.2. O presente Contrato é vinculativo e produzirá efeitos em relação às Partes, seus sucessores e cessionários legais.

8.3. A falha ou demora por qualquer Parte em insistir na execução estrita de cláusulas deste Contrato ou de exercer qualquer opção, direito ou recurso contido neste Contrato não constitui uma renúncia ou desistência de tal cláusula, opção, direito ou recurso no futuro. Nenhuma renúncia por qualquer Parte de qualquer

cláusula deste Contrato será entendida como tendo sido feita, a menos que reduzida a termo e assinada pelos representantes das Partes.

8.4. As Partes elegem, com desistência de qualquer outro, por mais privilegiado que seja, o foro de localização das Áreas, com renúncia de qualquer outro, por mais privilegiado que seja ou se torne, para dirimir qualquer questão oriunda do presente Contrato, arcando a parte vencida com as custas e despesas do processo e com a verba honorária da sucumbência.

8.5 Ficando desde já estabelecido entre as partes que após a instituição definitiva do CONDOMÍNIO, o presente instrumento será automaticamente transferido a este, não tendo a Incorporadora mais nenhum direito ou obrigação aqui relacionada.

E por assim estarem justas e contratadas, as Partes firmam este instrumento em 03 (três) vias de igual teor e forma, na presença das 02 (duas) testemunhas abaixo.

Marcelo Guedes
RG: 2057332641
CPF: 972079180-20

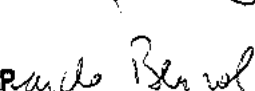


Condomínio Pontal

Barueri – SP, 04 de Outubro de 2018.

Juliano Melnick
Diretor
RG – 6051019963
CPF – 676.175.650-20

Ricardo Bluvol
RG: 23.326.579-X SSP/SP
CPF: 270.704.898-46



Atlantica Hotels International (Brasil) Ltda
Guilherme Sidnei Martini
RG: 22.048.145-3 SSP/SP
CPF: 249.497.468-20

Testemunhas



Nome. **Fernanda Silva Barbosa**
RG. **RG: 42.968.771-1 SSP/SP**
CPF. **CPF: 351.455.158-80**



Nome. **Engª Fernanda B. P. Chameski**
RG. **RG: 8066431266**
CPF. **CPF 006.324.150-10**



ANEXO X - REQUISITOS PARA A CONVENÇÃO DE CONDOMÍNIO E CONTRATO DE COMPRA E VENDA

1. Além de todas as regras necessárias ao fiel cumprimento do **Acordo Comercial** e dos contratos anexos, também deverão ser instituídas na Convenção Geral do Condomínio as regras descritas a seguir:

I. **Prazo e Contratação**

A **Contratante**/Síndico deverá estar autorizada(o) pela Convenção de Condomínio a celebrar contrato de prestação de serviços de administração, com esta **Administradora**, a administração do **Subcondomínio Hotel**, pelo prazo mínimo de 12 (doze) anos, com possibilidade de prorrogação obrigatória por igual prazo se cumpridos todos os requisitos previstos contratualmente entre o **Condomínio** e a **Administradora**.

II. **Fundo de Reserva Condominial**

A **Administradora** deverá ter acesso ao Fundo de Reserva Condominial do Subcondomínio Hotel para o pagamento de futuras e imprevistas despesas de urgência do **Subcondomínio Hotel**, quando necessário, sem que seja necessário solicitar qualquer autorização prévia ou posterior ao **Subcondomínio Hotel**, devendo, no entanto, justificar, com antecedência, a necessidade de utilização de tais recursos e detalhar a ocorrência das condições para tanto, bem como fazê-lo dentro dos princípios da modicidade e sempre dentro de valores e condições de mercado.

III. **Convocação de Assembleias do Subcondomínio Hotel**

A **Administradora** poderá a qualquer momento e isoladamente, na inércia do Síndico, convocar Assembleias do **Subcondomínio Hotel**, na forma prevista na Convenção Geral.

IV. **Pool Único**

A **Administradora** explorará as unidades autônomas hoteleiras que integram o **Pool** de forma homogênea e conjunta, constituindo, assim, um único **Pool**, visando a obtenção de resultados comuns. Desta forma, é vedada a locação por diárias que configurem concorrência com a operação hoteleira instalada no **Empreendimento**, a qual será exercida única e exclusivamente pela **Administradora**, ficando o condômino infrator sujeito às multas previstas na convenção e em lei.

V. **Disposições Gerais**

A **Contratante** assume a obrigação de fazer com que a minuta de convenção de condomínio do **Empreendimento**, os contratos de venda a serem celebrados com os adquirentes das unidades autônomas hoteleiras e a minuta de constituição da **SCP** atenda às necessidades administrativo-operacionais da **Administradora**, assume também a obrigação de emendar seus melhores esforços para referida convenção de condomínio seja aprovada de forma que as disposições do presente **Acordo Comercial** e seus Anexos e os direitos e obrigações das Partes aqui envolvidas, possam ser perfeita e integralmente cumpridos. Para os fins do aqui disposto, a **Administradora** deverá revisar as cláusulas administrativo-operacionais das minutas antes referidas elaboradas pela **Contratante**.

2. A **Contratante** obriga-se a incluir as disposições abaixo nos contratos de alienação das unidades condo-hoteleiras ainda não vendidas previamente a assinatura deste **Acordo**. A inclusão deverá ser realizada de tal forma que as disposições previstas abaixo sejam cumpridas pelas partes contratantes e prevaleçam sobre quaisquer outras disposições dos contratos de alienação que delas diverjam ou que com elas conflitem:

I. *“O **Empreendimento** será administrado pela empresa Atlantica Hotels International (Brasil) Ltda., nos termos dos contratos firmados pela Vendedora com referida empresa, com o que desde já expressamente concorda o Adquirente. Para tanto, a Vendedora declara e o Adquirente desde já concorda que, previamente à assinatura do presente instrumento, foram disponibilizados ao Adquirente cópia de referidos contratos firmados entre a Vendedora e a Atlantica Hotels International (Brasil) Ltda., e todos os documentos que lhe são anexos.”*

- II. *“Para os fins de administração do **Empreendimento** pela Atlantica Hotels International (Brasil) Ltda., em consonância com os contratos que foram firmados com a Vendedora e que são de total conhecimento do Adquirente, o Adquirente, neste ato, se obriga a fazer com que sejam sempre mantidas regras básicas a atender as necessidades operacionais do **Empreendimento**, tais como, dentre outras, a instalação e manutenção do **Empreendimento**, de restaurante para operação por terceiros (ou alternativamente pela Sociedade em Conta de Participação que será formada no **Empreendimento**), a contratação de seguros para atender aos padrões da **Marca Double Tree by Hilton** escolhida pela Atlantica Hotels International (Brasil) Ltda. para utilização no **Empreendimento**, e também aqueles necessários à proteção patrimonial e de responsabilidade civil à adoção de adequado sistema de remuneração e incentivos dos empregados do **Empreendimento**, inclusive por meio da concessão de bônus, assistência médica etc.”*
- III. *“O Adquirente declara ter conhecimento e aceita desde já que estão incluídos no preço das unidades autônomas do **Empreendimento** os custos com FF&E (Furniture, Fixture and Equipments) e OS&E (Operational Supply & Equipments), de referidas unidades e das áreas comuns do **Empreendimento**, sendo que a verba pré-operacional, e o capital de giro serão alcançados pela Incorporadora, conforme Acordo Comercial celebrado entre ela e a Administradora (Operadora Hoteleira).”*
- IV. *“Acompanham o presente contrato, como seus anexos, o instrumental jurídico celebrado com a Atlantica Hotels International (Brasil) Ltda., em cujos termos, condições, direitos e deveres o Adquirente, com a celebração deste, automaticamente, adere, se sub-roga e se obriga para todos os fins e efeitos de direito.”*
- V. *“O adquirente, neste ato, confere à Vendedora poderes especiais para que esta contrate a empresa administradora para o **Subcondomínio Hotel** e para o Pool de Locações, sub-rogando-se integralmente aos direitos e obrigações contidos nos contratos por ela firmados, cujas minutas são anexas ao presente.*

ANEXO XI – DECLARAÇÃO PERMUTA TERRENO

DECLARAÇÃO

A **BM PAR EMPREENDIMENTOS LTDA.**, sociedade empresária inscrita no CNPJ/MF sob n.º 91.922.807/0001-37, com sede nesta Capital, na Avenida Nilo Peçanha n.º 2825, 14º andar, conjunto 1401, neste ato representada por seus Diretores Saul Veras Boff e Ângelo Emanuel Gomes Boff, **DECLARA**, para os devidos fins, que firmou com a empresa **MELNICK EVEN CASTANHEIRA EMPREENDIMENTO IMOBILIÁRIO LTDA.**, sociedade empresária inscrita no CNPJ/MF sob o n.º 16.816.234/0001-41, em 27 de fevereiro de 2014, o “Instrumento Particular de Promessa de Permuta e Outras Avenças”, pelo qual pretendem as Partes implantar um empreendimento imobiliário.

Porto Alegre, 06 de dezembro de 2016.



BM PAR EMPREENDIMENTOS LTDA.

ANEXO XII – EXCLUSIVIDADE

