

CONCESSIONS

TENANT
DESIGN
MANUAL

DFW



100% Final March 07, 2003
UPDATED September 24, 2019

TERMINAL C

Terminal C Addendum to Tenant Design Manual – Revised 09/24/2019

In an effort to keep continuity with the TRIP terminals the following supersede the current published Terminal C Tenant Design Manual (TDM):

- Rolling Grille security gates are not accepted. Tenants must use the required glass movable wall systems at all inline concourse and skylink locations. See TDM for Terminal A, B, and E for details
- Tenant is responsible for installing Blade Sign. Blade sign prototype specifications for the TRIP Terminals will be provided.
- Tenants Must remove the “Whales Tail” on the storefront.

Lessons Learned:

Architectural

- Blade sign must be submitted and approved by concessions design manager
- Terminal floors are not always level the tenant will be responsible for floor leveling
- Modified Epoxy grout is required in wet areas
- All Wet areas and floor membranes must be flood tested and witnessed by your TPM
- Stainless steel Surrounds at all mop sinks are required. Must extend 6” above the valves
- Employee lockers/hooks to be provided at F&B locations per TCHD
- Provide storage location of grease barrels
- Review ADA requirements at POS and Bars
- Storefront enclosures must be self-supporting
- Do not overlay tile, terrazzo-must be removed prior to installing any flooring
- Seal all penetrations in demising walls
- Construction wall graphics required at all temporary walls- 75% coverage is required
- Insulating your temp walls is required for daytime construction activity
- Field verify construction wall conflicts
- No painted surfaces below 48” is allowed
- Purse hooks under bars and communal tables.
- Must provide designated area for trash staging at all F&B locations
- Signage must meet the TRIP TDM Standards
- Painted surfaces on storefronts are not allowed

Electrical

- Provide location of switch gear room
- Verify electrical conduit access point
- Make the installation of permanent power a priority
- Provide location of TDP panel, must provide dedicated circuit to panel
- LED Lighting – Access or Access Panel
- Provide convenience power at booths bars and community tables

Plumbing

- Round recessed floor sinks are preferred
- Floor sinks must be visible
- Heat trace all lines exposed to unconditioned air
- Verify connection point of SS, Water, GW lines
- Review clearance of Plumbing on ramp- 36” above baggage belts, 72” above catwalks
- Remove-Me-Not Strainers or similar
- SS and grease lines-PVC w/ fire wrap.
- Freeze Protection in unconditioned spaces
- Provide tempering valve on dishwasher and 3 compartment sink
- Enzyme Treatment System for F&B locations
- All Existing plumbing lines must be demolished and new connections are to be made back to the Terminals 6 inch main line or as otherwise directed by DFW Airport.
- PVC lines may require tempering valves at some kitchen equipment

Mechanical

- Confirm CFM supplied by base building is adequate
- VAV box must be connected to base building hot water loop.
- Verify connection point for base building 4 pipe systems
- Verify HVAC access location
- Air Test and Balance will be required before TCO
- Temper make up air for Type I vent
- Type I vent must have space ID plaque
- Walk-ins to be water cooled by base building 2 pipe system
- Provide clear access to Type I vent access panels
- F&B locations need to provide fan coil units for additional CFM's

Miscellaneous

- Asbestos Survey provided by Airport
- Propriety Systems: Honeywell for fire alarm, Ford Audio for Emergency Notification system, MSSC for Data
- Construction trash dumpster provided by Airport, paid for by tenant.
- Tenant must perform make-safes on terminal life safety systems prior to any demolition
- All alcohol must be secured in place, regardless of staffing plans or hours of operation. (For Emergency Evacuations preparedness)
- Modular construction barricades are prohibited
- Construction sites must have posted: the code approved drawings, approved renderings, ACM survey, construction schedule, 2 week look ahead, sprinkler shunt gun.
- All ice makers and walk-in cooler/freezers and FCU's must be connected to the 4 pipe hydronic system
- F&B locations must install a FCU for additional CFM's needed.
- Construction sites must have posted onsite: all code approved drawings, approved renderings, ACM survey, construction schedule, 2 week look-ahead plan, safety/emergency contact list, sprinkler shunt gun.
- "Build for maintenance" access panels for Type 1 Vents, accessible clean-outs for SS/GW lines
- Waterproofing Membranes in wet areas are required under finish flooring materials. Pour in place rubber and epoxy systems DO NOT count as Waterproof membranes. Install 12 inches up adjacent walls on cement board
- Absorption pads under hoods on roofs.
- Label all utility lines above and below the tenant space with the name of location and the space ID Number.
- No Used Equipment will be allowed
- Storefront signs must be illuminated
- Skylink and Food Court locations will not have blade signs.
- All Restaurants must provide a dedicated trash staging area in the b.o.h.
- All appliances and equipment must be Energy Efficient as qualified by the EPA's ENERGY STAR Program.
- It is the tenants responsibility to identify all conflicts in or around the location and make necessary adjustments.

Note:

DFW Airport Concessions Department does not inspect the drawings for coordination between MEP and architectural disciplines. The DFW Code Department will inspect the drawings based on their respective disciplines and the comments issued will be based on the information depicted only in the documents related to that discipline. It is the job of the project design team to coordinate all disciplines and ensure the completeness of the coordinated set of design documents. It is the sole responsibility of the concessionaire's design team to ensure that all critical information, elements and dimensions are depicted accurately and that all information critical to applicable codes are submitted to the appropriate authority having jurisdiction.

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1.1 Introduction

The DFW International Airport Board is dedicated to providing a wide variety of reasonably priced goods and services of high quality to the millions of passengers, meeters/greeters, and employees who pass through and work at DFW. Because it is one of the busiest airports in the world, there is great opportunity for experienced retailers and restaurant operators to serve this diverse and unique market.

The purpose of the DFW Tenant Design Manual (Manual) is to familiarize our new and existing tenants with the various special conditions of airport construction and to explain how to design and build new concession spaces at DFW Airport. Additionally, this manual will provide your design and construction team with a step-by-step system for preparing and submitting plans for review and approval.

It should be noted that our intent is to guide your team through our process but not completely control your design. Our design criteria are meant to create a specific atmosphere or image in certain zones throughout the Airport. **Tenants are encouraged to be innovative and creative in the design and layout of their spaces.** The Airport does not intend to design your space, but it does intend to maintain a design image of a consistently high level. Dimensions and details shown in this manual of existing building conditions are for reference only. It is the responsibility of the tenant to confirm existing conditions, and to document any deviating existing condition details for Airport review and approval. **(Ref. TDH Section 7.3 thru 7.3.4).**

1.2 Organization of the Manual

The manual is organized as a reference manual. Section One describes the overall architectural theme and conditions within the Airport. Section Two contains design criteria that all tenants are required to adhere to. Sections Three, Four and Five describe specific supplemental requirements for specific types of tenants. Construction Procedures for all tenants are described in Sections Six and Seven. Section Eight contains special conditions all tenants should review for possible influence on their design.

Cross-references are noted in bold type within parentheses. These cross-references refer to other sections of this manual and to the DFW Design Criteria Manual, the DFW Graphics Manual, and the DFW Construction and Fire Prevention Standards to the Codes. **It is the tenant's responsibility to fully review the most current issue of all the materials referred to, as this manual does not contain all the Airport's requirements. (Ref. TDH Section 7.1.4 and 7.2)**

Please take time to become familiar with the design intent and objectives outlined here. The detailed specifications and the cross-references are intended to minimize the amount of information the tenant must review. With careful preparation and planning, design and construction approval should be expedient and successful.

1.3 Definitions

Following are words used throughout the Tenant Design Manual and their meanings as they refer to concession development at DFW Airport.

ADA	Americans with Disabilities Act	Lease Exhibit	Document showing the tenant's space boundaries and area.
Airport	Dallas/Fort Worth International Airport.	Neighborhood Center	A place where multiple food/beverage and retail tenants share common seating and support facilities that are integrated within a common design theme.
Airside	The secured side of the terminal.	Neutral Band	A metal band on the two story Village frames. This band is 2'-6" high and occurs between the Departures Level and Mezzanine Level.
AOA	Air Operations Area: The airfield area with any aircraft operations. This is a controlled and secured area.	Neutral Frame	A required concourse storefront element consisting of demising piers and overhead horizontal band painted to match building standards. In addition, a reveal between the tenant storefront the demising pier is required as part of the neutral frame.
Canopy	Enclosing or overhead element above a kiosk. See also "Signage Canopy" definition.	PVC	Polyvinyl chloride.
CCTV	Closed circuit television	Shell Space	Unfinished building area.
Common Seating	Lounge/seating area shared by several tenants.	Signage Canopy	The part of the neutral frame that occurs above the Storefront and contains tenant signage.
Concessionaire	Tenant or lessee within the airport terminal that provides food, beverage, or retail services.	Soffit	Horizontal surface of a furrdown assembly.

Concourse	The passenger circulation corridor with airside and landside separation.	Storefront Control Zone (SCZ)	The transition area at the storefront of the tenant lease area. Elements within the SCZ shall also comply with the Manual guidelines for storefront, signage, lighting requirements, and merchandise display, and are subject to Airport approval.
Contractor	General construction contractor who executes the construction shown on the approved contract documents for the tenant or the Airport.	Storefront Enclosure	The public façade within the neutral frame.
Criteria	Specific requirements, concepts, or guidelines used to achieve a specific design or construction objective	Supplemental Signage	Additional signage provided by the tenant, which must be approved by the Airport. Signage shall comply with the Manual guidelines.
DFW Code Enforcement	Airport authority having jurisdiction over all matters pertaining to establishment and enforcement of building and construction requirements and standards at DFW International Airport.	Tenant	Lessee or concession operator.
DFW Design Criteria Manual	Guidelines and parameters for any design and construction within the boundaries of the Airport.	Tenant Design Manual	This manual, which establishes the design criteria and process for developing tenant lease spaces.
Equipment	Fixed (attached) equipment, trade fixtures, or mechanical components owned by the tenant and operated within the leased area that are necessary for the conduct of business.	Tenant Improvements	The permanent improvements necessary to prepare lease space for occupancy. These may include walls, floors, lighting, and HVAC.
Furrdown	A part of the Neutral Frame that occurs above the Signage Canopy, or the Storefront, and provides closure to existing elements.	Tenant Lease Area	The area within the lease perimeter, defined by the lease line.
Kiosk	An individual, freestanding, self-contained concession unit that provides preparation, display, or selling space as well as storage.	Tenant Project Coordinator (TPC)	The single point of contact in the DFW Airport Concessions Dept. for tenants on issues of design and construction.
Landside	The unsecured side of the terminal.	Theme	The image conveyed by the design concepts of the program.

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1.5 General Building Conditions

DFW International Airport reflects a strong, comprehensive architectural concept that the Board has respected over years of expansion. It is important that the architectural integrity of the Airport be maintained in all future development.

The "horseshoe" concept of four terminals - Terminals A, B, C, and E - is a systematic radial plan that affects design criteria. Although the four terminals are similar in concept, they were developed separately, and as a result have architectural and structural differences. Those differences must be accommodated in varying ways to make tenant storefronts conform with the general design concept of the terminal. The Design Conditions on the following pages were developed to deal with the various conditions. The tenant will find in his Lease Exhibit the appropriate design condition for his space. Other special conditions may exist (*Ref. TDH Section 8.0*), and the tenant is responsible for identifying them.

1.5.1 Concourses

The public concourse is defined slightly differently in each terminal. In Terminals A and C, the concourse is characterized by open departure lounges on airside and a line of concession storefronts on landside. The concourses in Terminals B and E are defined by a line of concession storefronts on landside and alternating open departure lounges and enclosed spaces of varied use on airside.

The structural columns and their locations vary in each terminal. Both clerestory lighting and wedges systematically interrupt the concourse ceiling plane in each terminal.

1.5.2 Wedges

"Wedges" are a result of the radial configuration of the terminal buildings. Typically, the wedges have lower ceilings and are used as mechanical and plumbing plenums to adjacent areas.

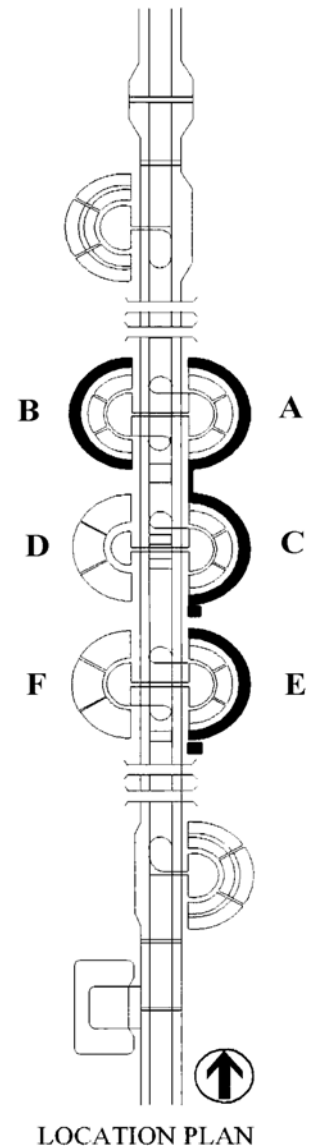


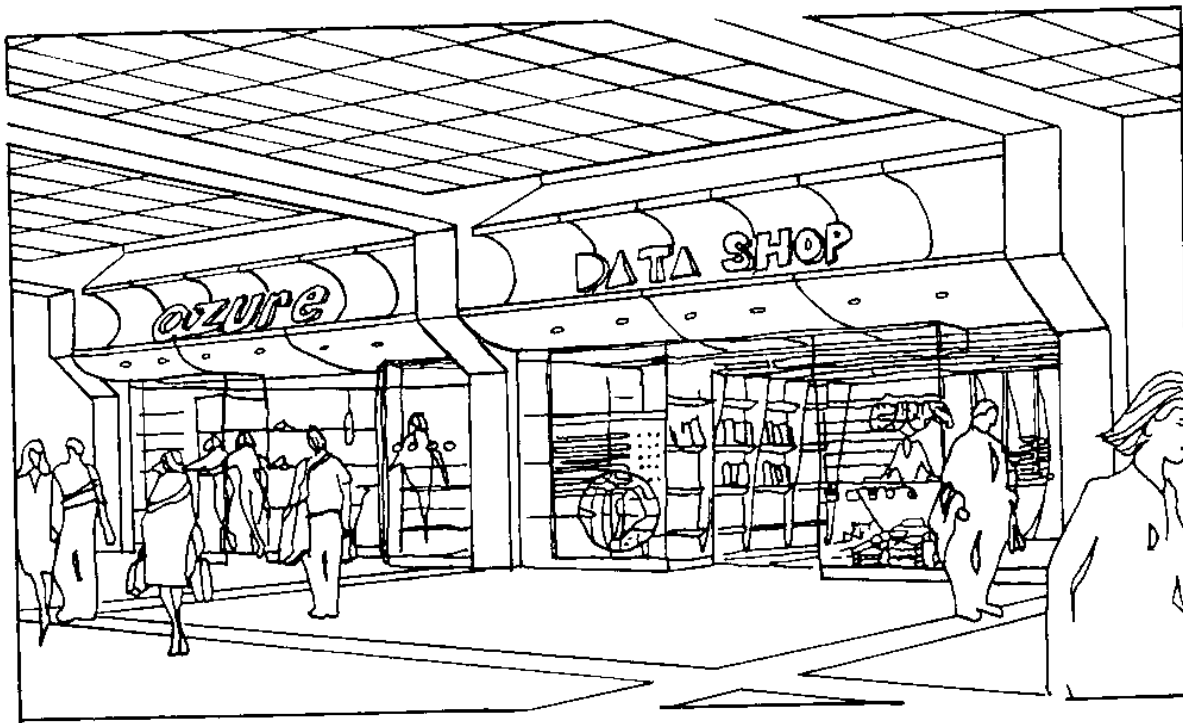
Figure 1.1

1.6 Design Conditions

The design image of the concession tenant spaces is created through standard neutral frame details, common storefront requirements, and respective storefront and signage zones. These design elements create a consistent image for the users of DFW while allowing tenants to express their identity within the storefront control zone (SCZ) space. Because each terminal is unique, various design criteria have been established to achieve successfully that consistent image airport wide.

1.6.1 Design Condition A

Design Condition A is identified by the presence of columns with “haunches” along the storefront line. This column “haunch” separates one neutral frame from the adjacent neutral frame. The front edge of the storefront control zone and signage zones extend beyond the face of the “haunch” to accent the concession frontage. The front edge of these zones are held constant along the terminal concourse. A horizontal band beginning at the 12’ elevation is to be painted to match the demising columns which will create a neutral frame around the tenant opening.



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.2 - Perspective

1.6.1 Design Condition A (Continued)

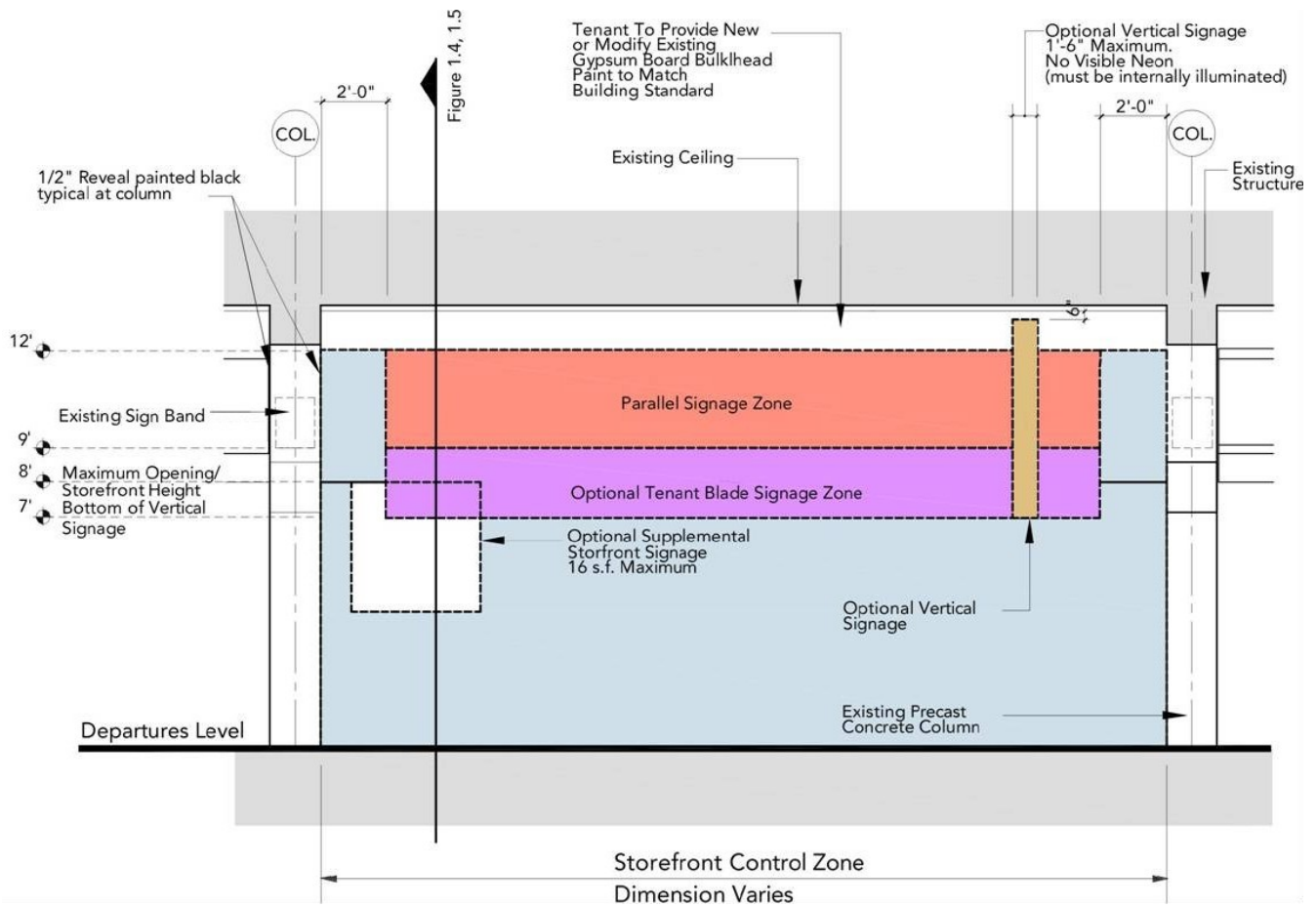


Figure 1.3 - Elevation

1.6.1 Design Condition A (Continued)

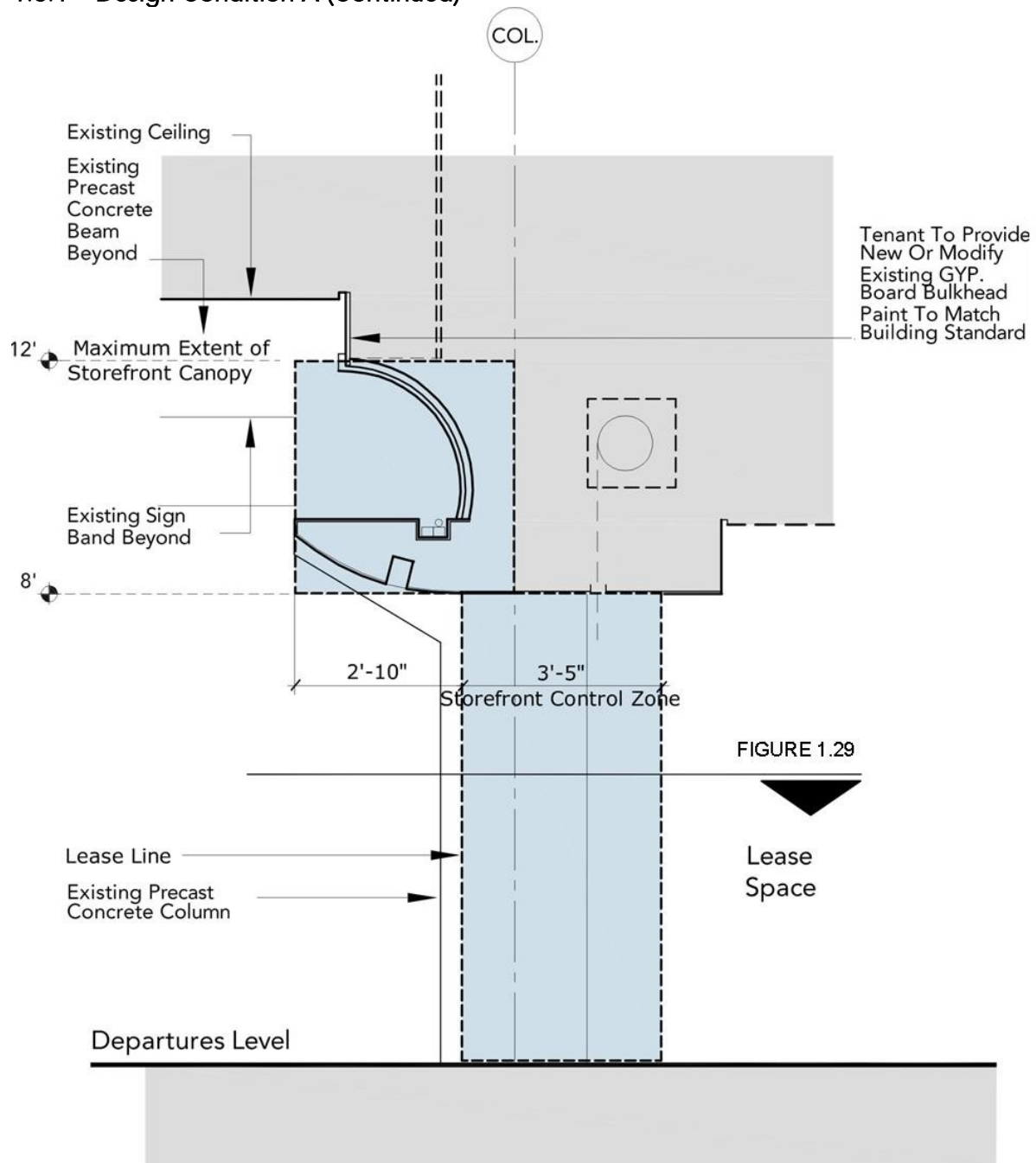


Figure 1.4 – Section – Storefront Area

1.6.1 Design Condition A (Continued)

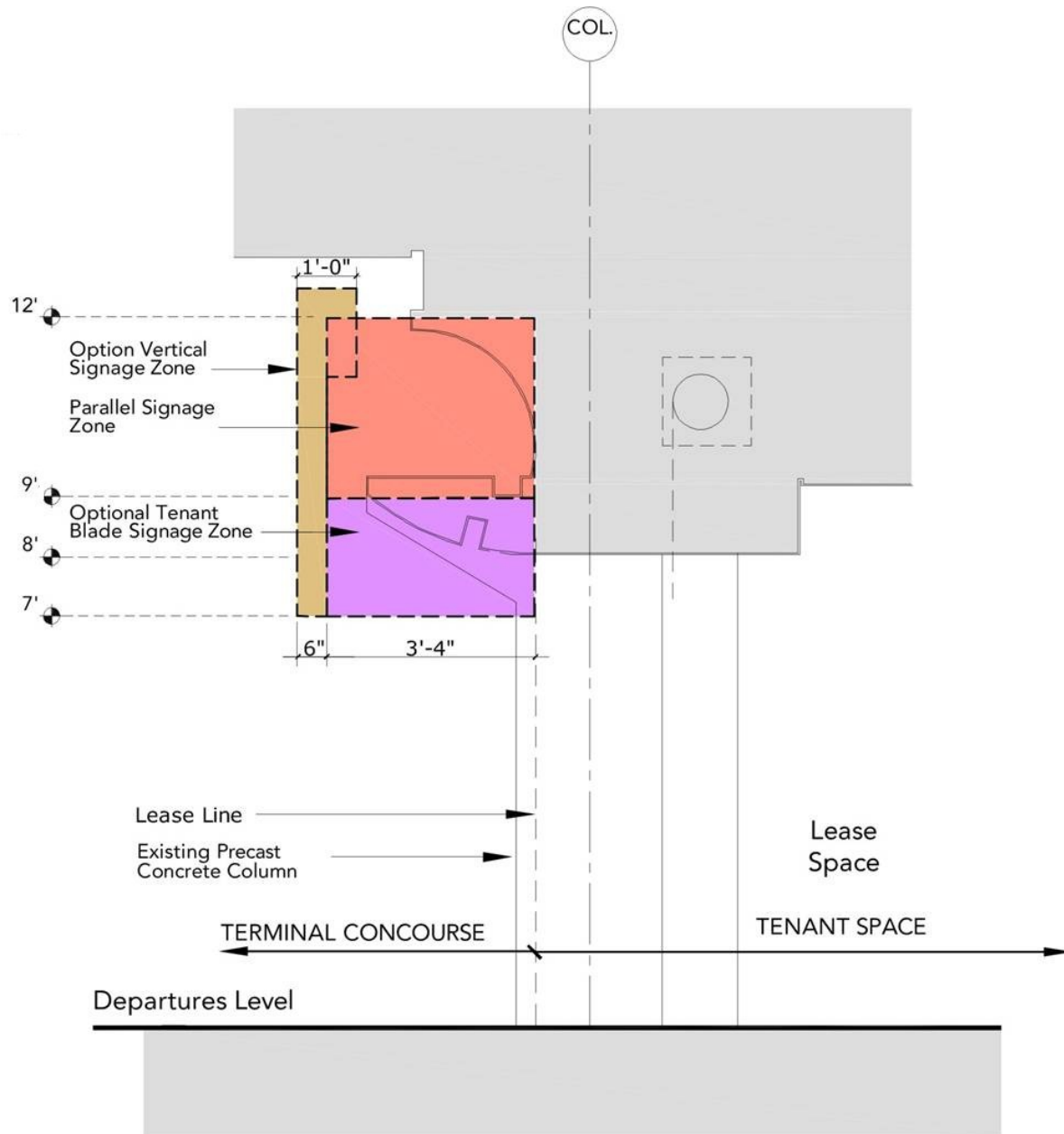
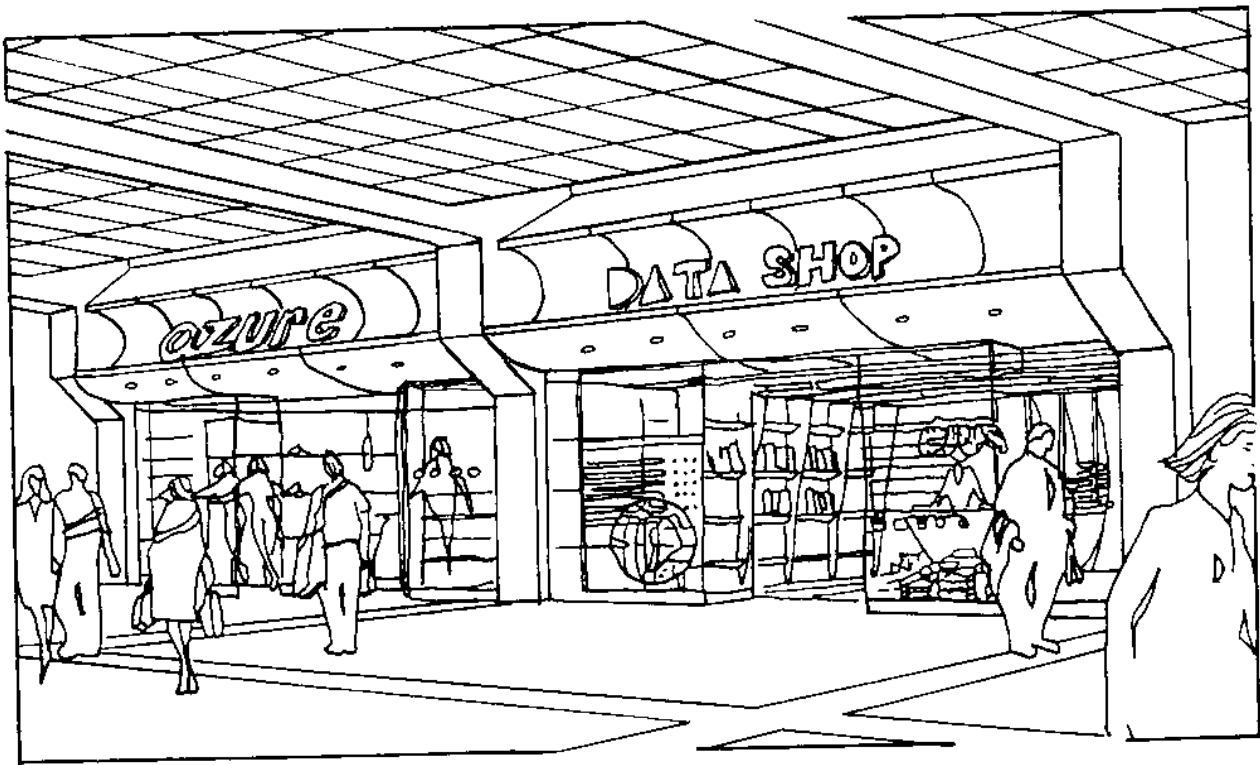


Figure 1.5 – Section – Signage Area

1.6.2 Design Condition B

Design Condition B occurs at all locations where there is an existing clerestory window. The gypsum board closure on top of the storefront control zone and signage zones is sloped to allow maximum natural light into the concourse. This sloped closure is to be painted to match the demising columns which will create a neutral frame around the tenant opening. "Haunched" columns divide the canopy as in Design



Condition A

Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.6 - Perspective

1.6.2 Design Condition B (Continued)

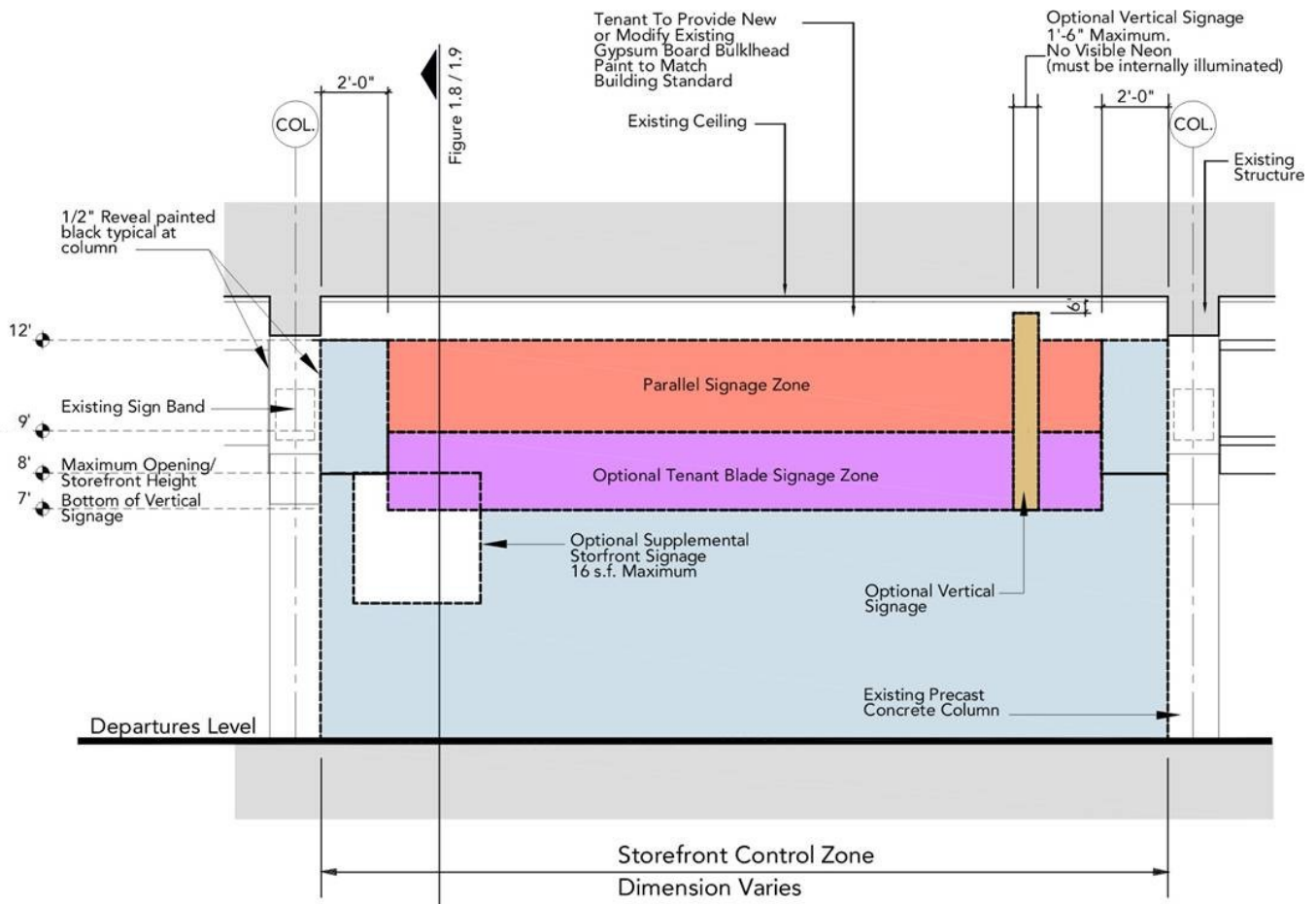


Figure 1.7 - Elevation

1.6.2 Design Condition B (Continued)

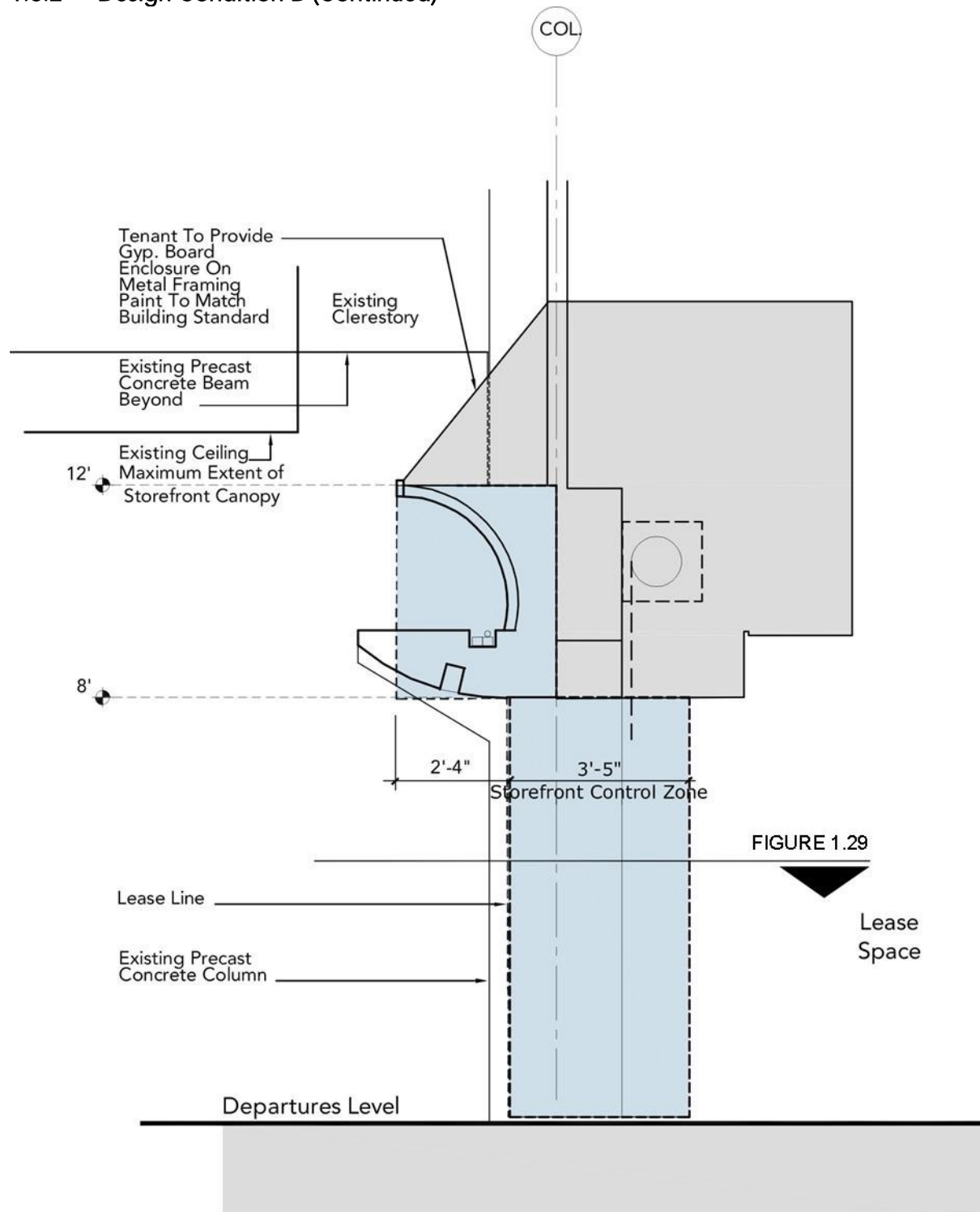


Figure 1.8 – Section – Storefront Area

1.6.2 Design Condition B (Continued)

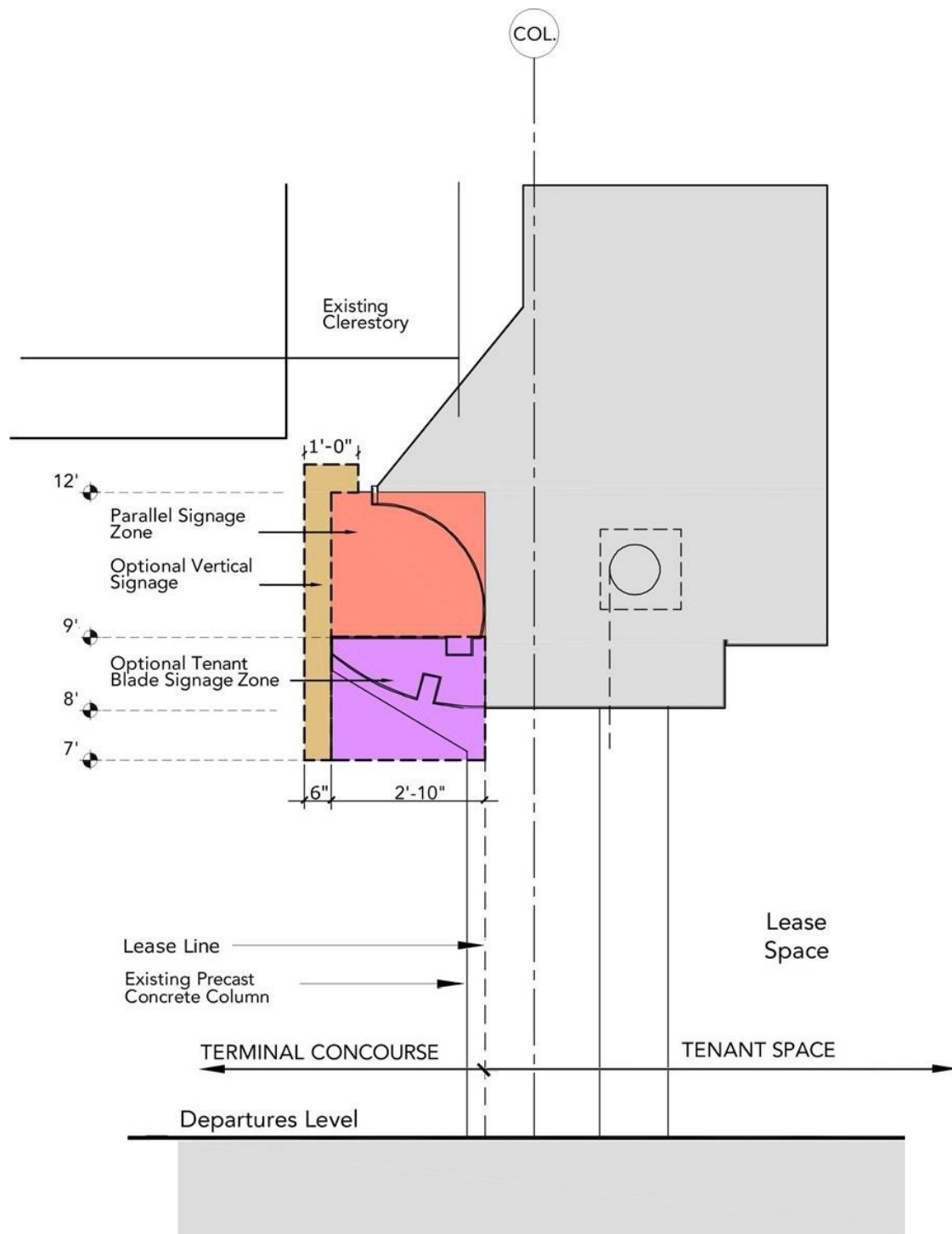
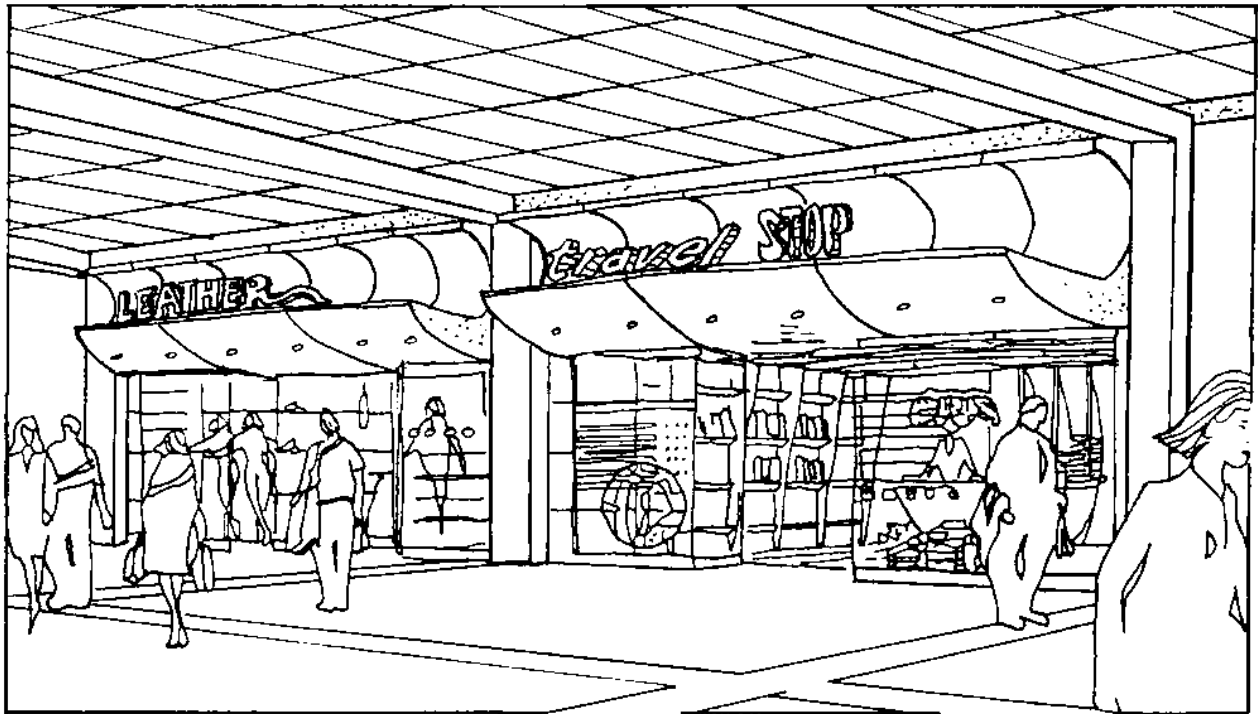


Figure 1.9 – Section – Signage Area

1.6.3 Design Condition C

Design Condition C has plain structural columns along the storefront line, without "haunches" to stop storefront, furrdowns, canopies, or signage. This condition requires consistent closure at the ends of the storefront furrdown, and canopy. A horizontal band beginning at the 12' elevation must be painted to match the demising columns which will create a neutral frame around the tenant opening.



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.10 - Perspective

1.6.3 Design Condition C (Continued)

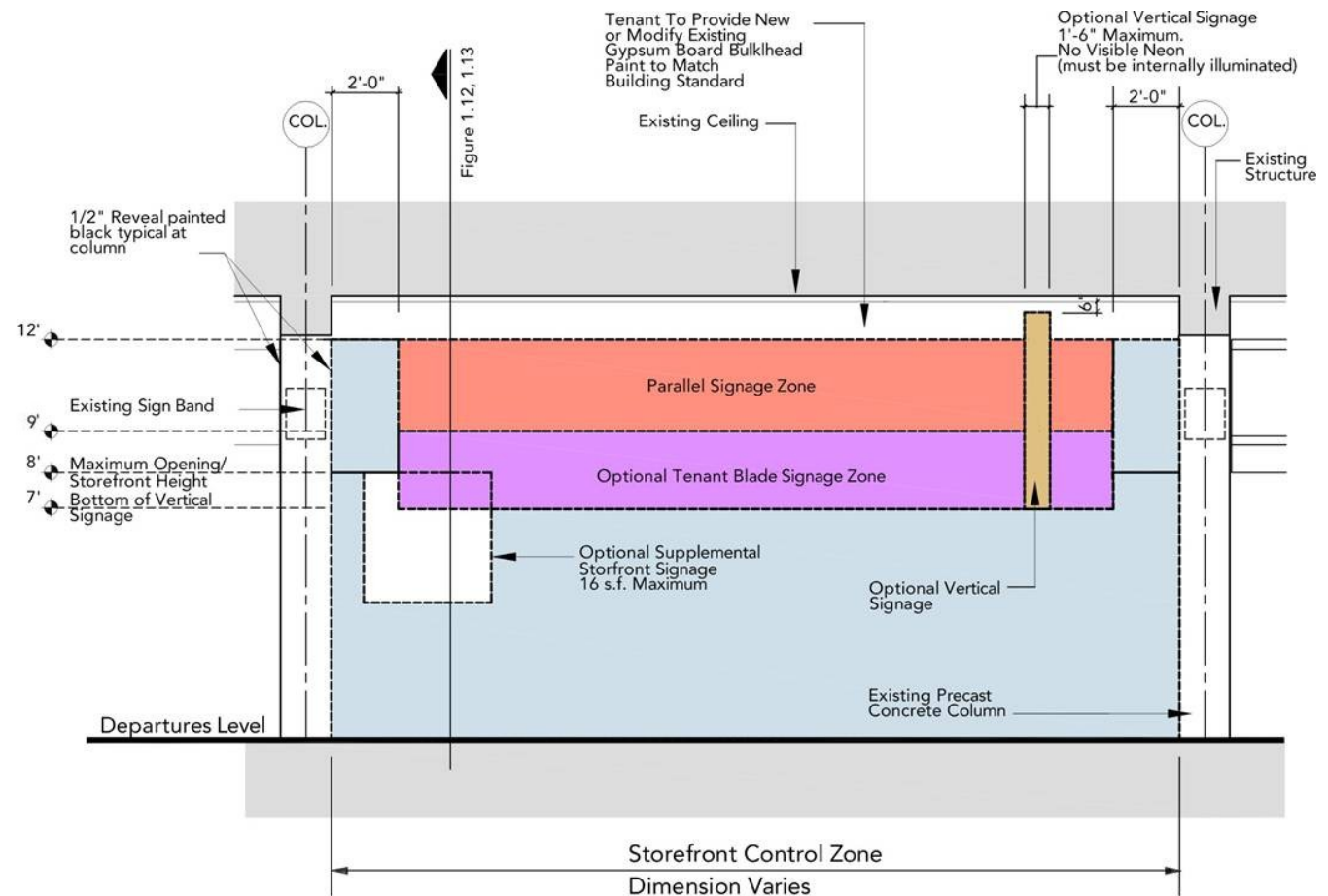


Figure 1.11 - Elevation

1.6.3 Design Condition C (Continued)

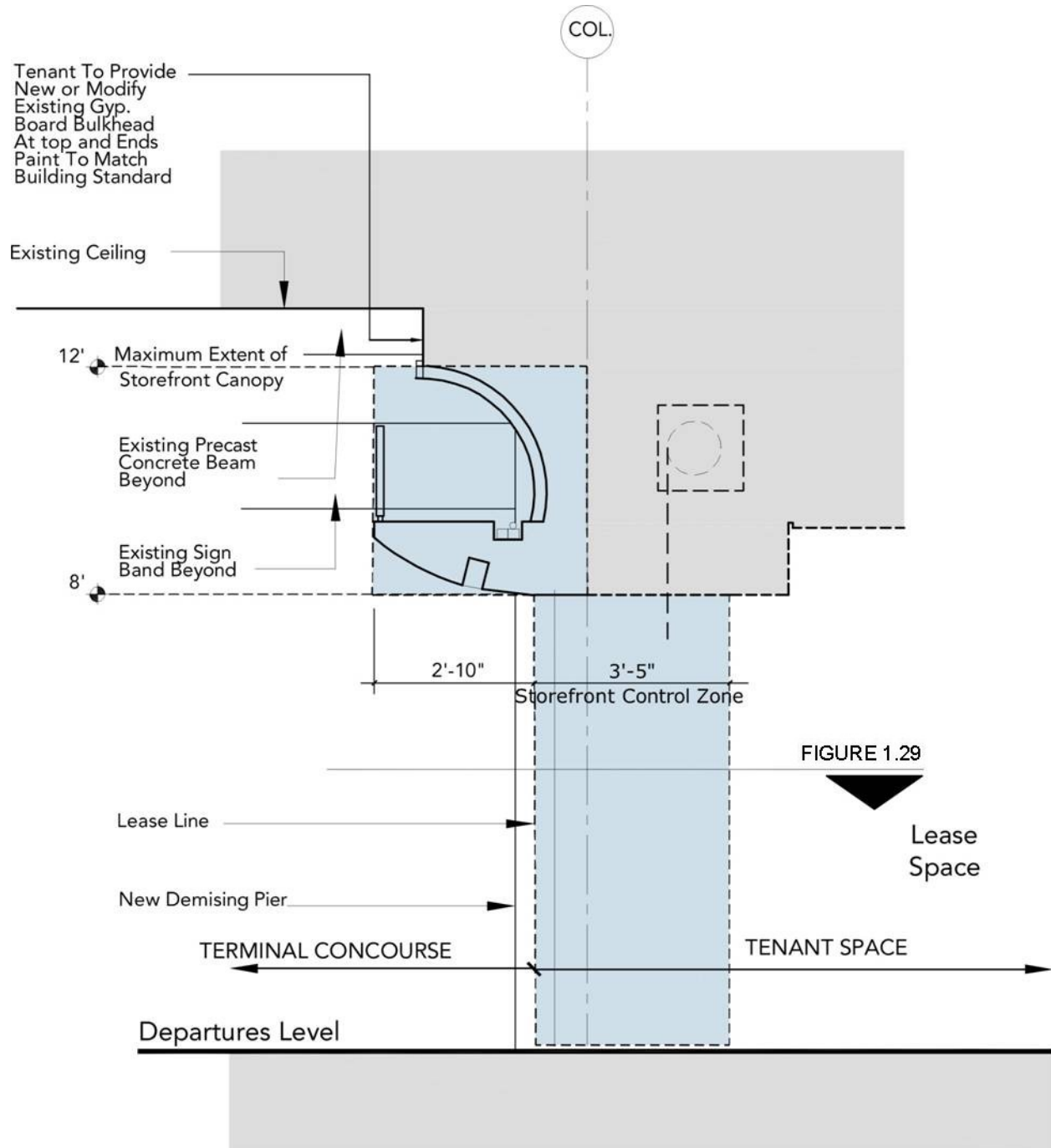


Figure 1.12 – Section – Storefront Area

1.6.3 Design Condition C (Continued)

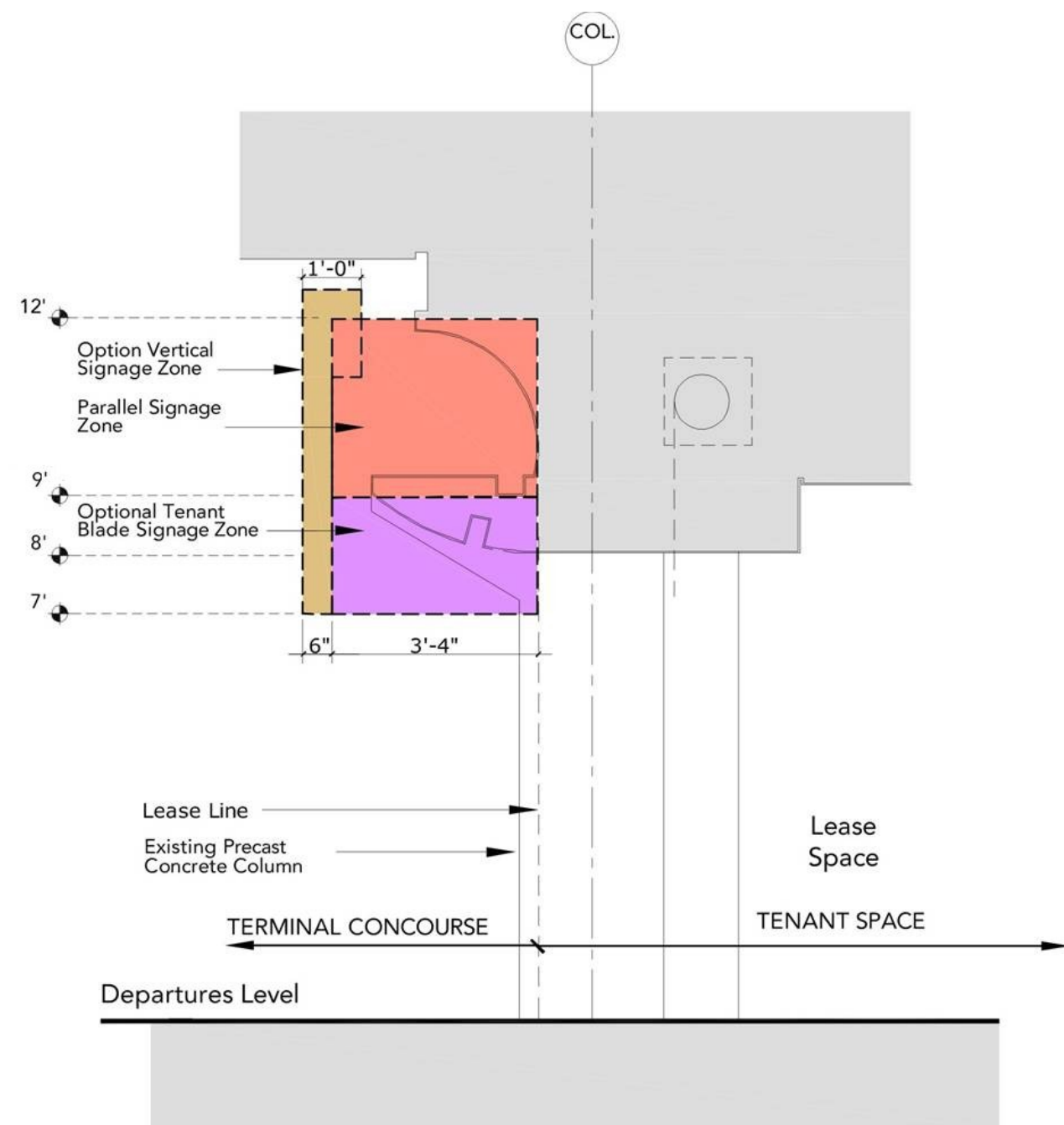
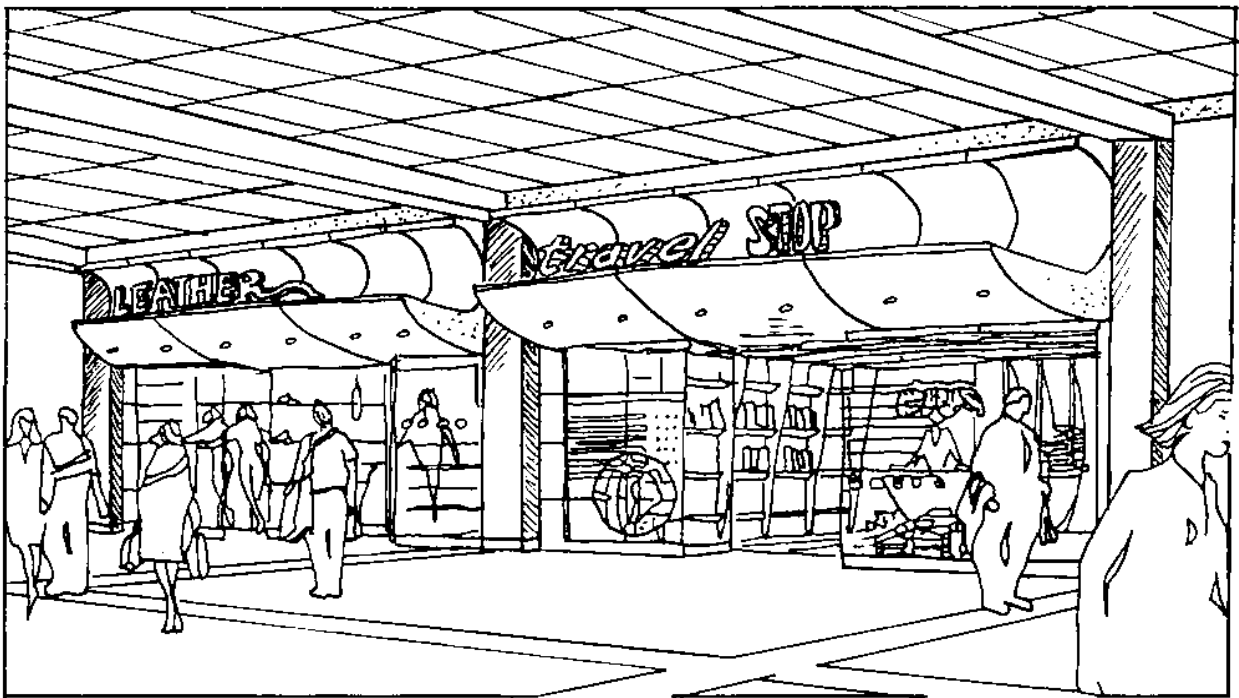


Figure 1.13- Section – Signage Area

1.6.4 Design Condition D

In Design Condition D, there are no existing columns at the storefront line. The tenant is required to construct new, nonstructural, separation piers (demising piers) at the storefront line as detailed. The new piers must extend from the floor to the structural beam above, interrupting the storefront control zone and signage zones along the concourse. Piers must be constructed of a durable material with a solid backing. Design and material must be approved by the Airport. Finish and color to match existing precast concrete columns within the Concourse area.



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.14 - Perspective

1.6.4 Design Condition D (Continued)

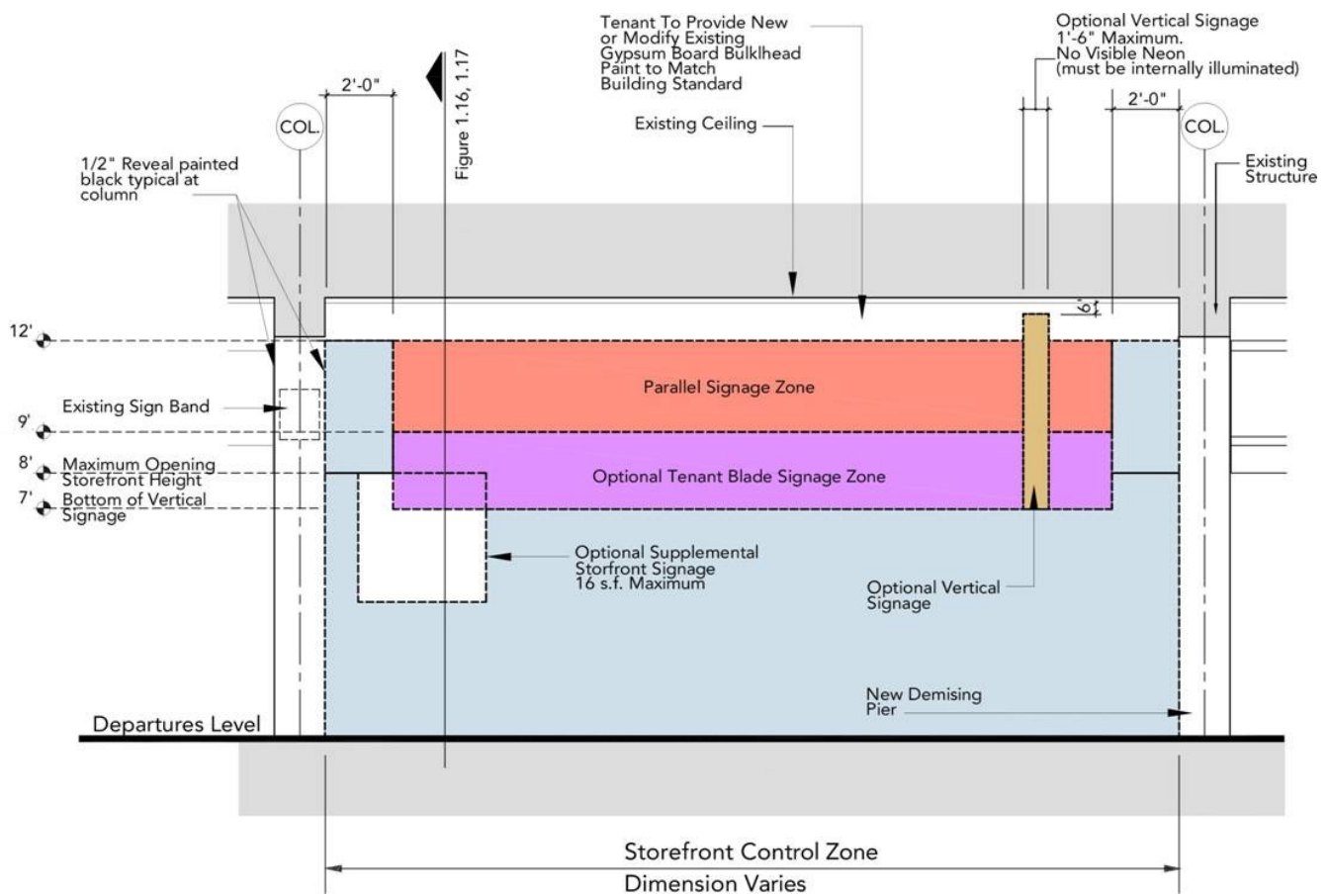


Figure 1.15- Elevation

1.6.4 Design Condition D (Continued)

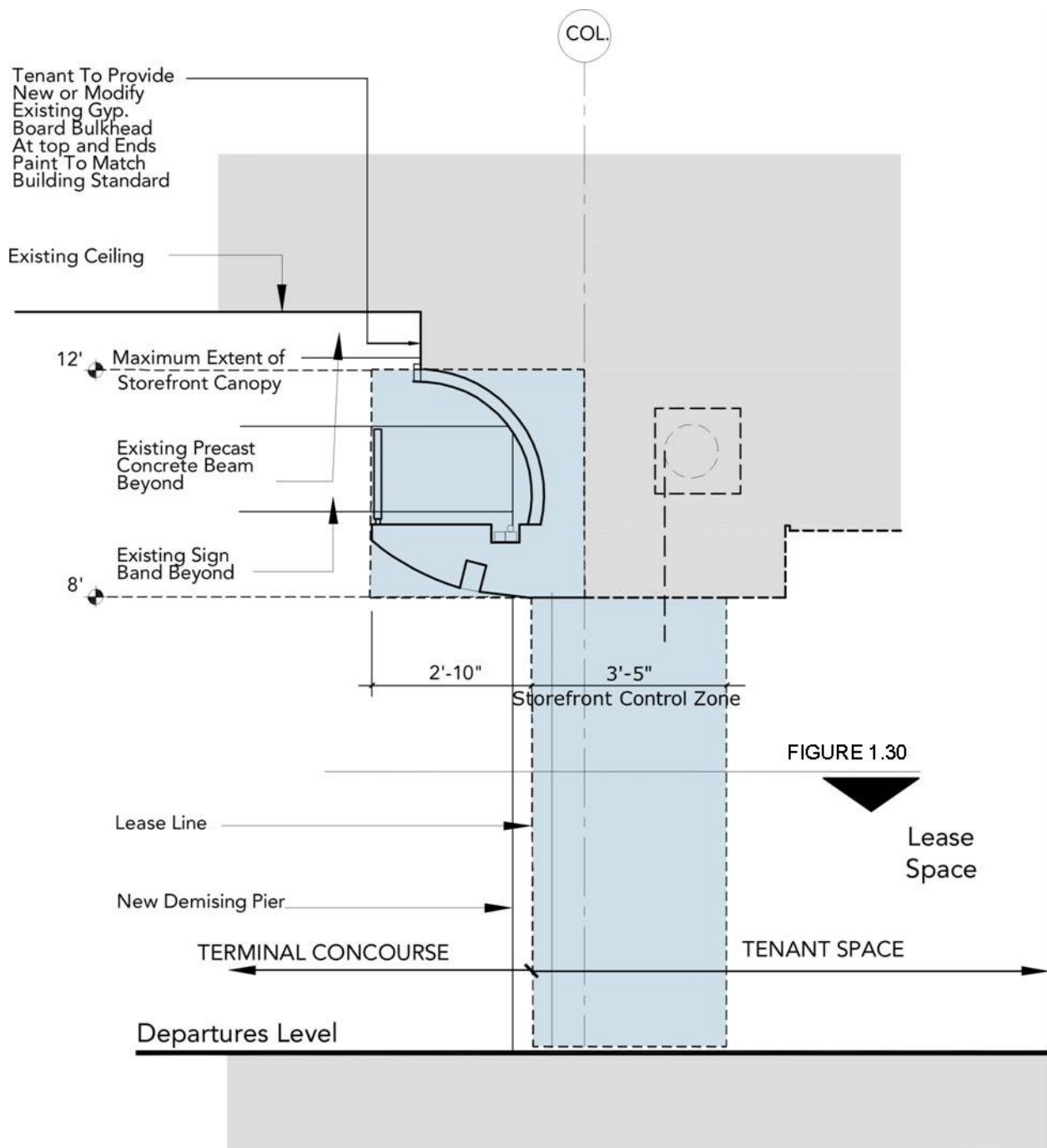


Figure 1.16 – Section – Storefront Area

1.6.4 Design Condition D (Continued)

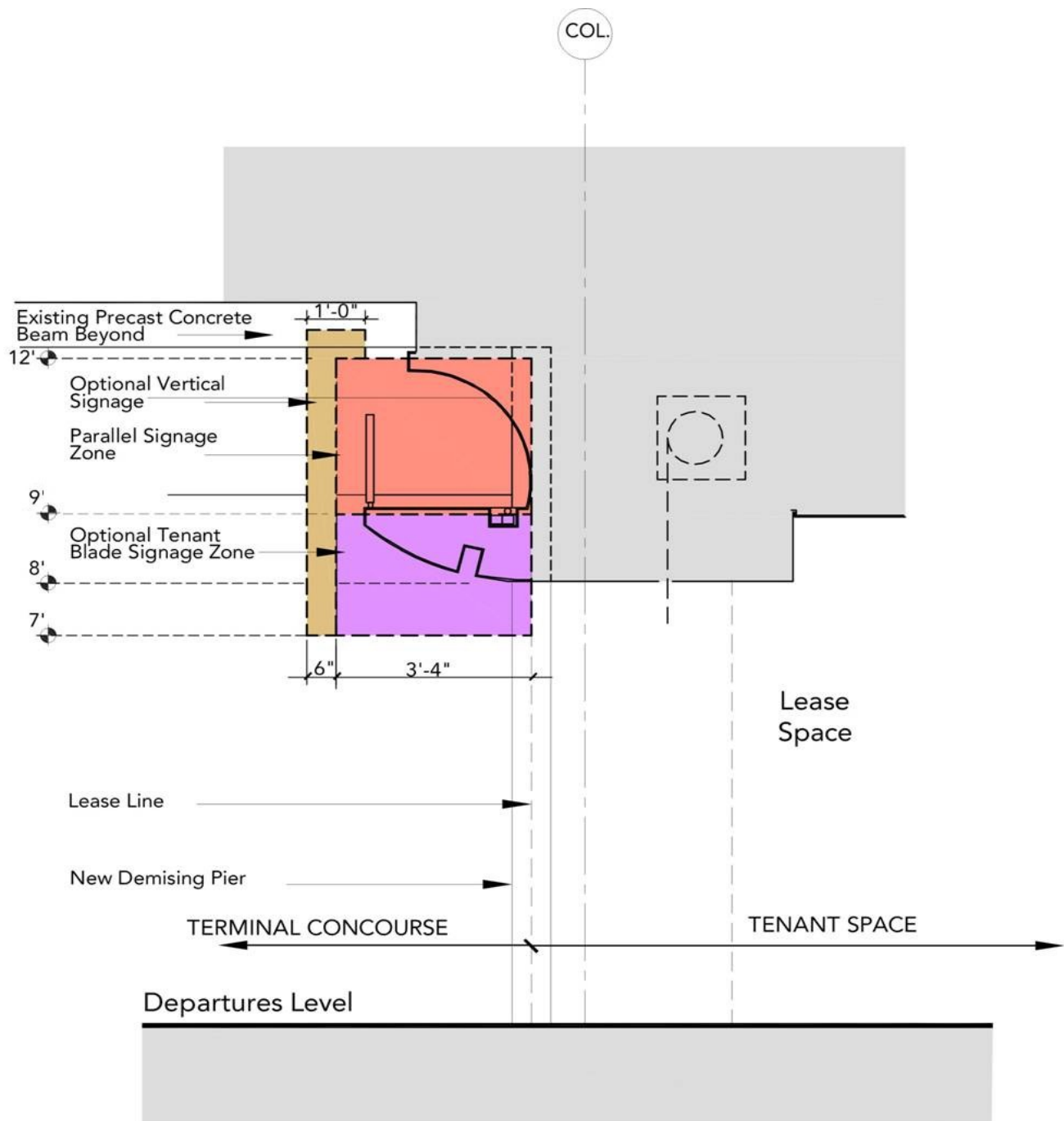


Figure 1.17 – Section – Signage Area

1.6.5 Design Condition E

For various reasons, in Design Condition E, the furrdown and canopy elements present in the other Design Conditions are not part of the storefront image. Instead, an existing ceiling with applied lighting forms a canopy as part of the neutral frame. The tenant is responsible for providing a furrdown for backlit signage at the storefront.



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.18 - Perspective

1.6.5 Design Condition E (Continued)

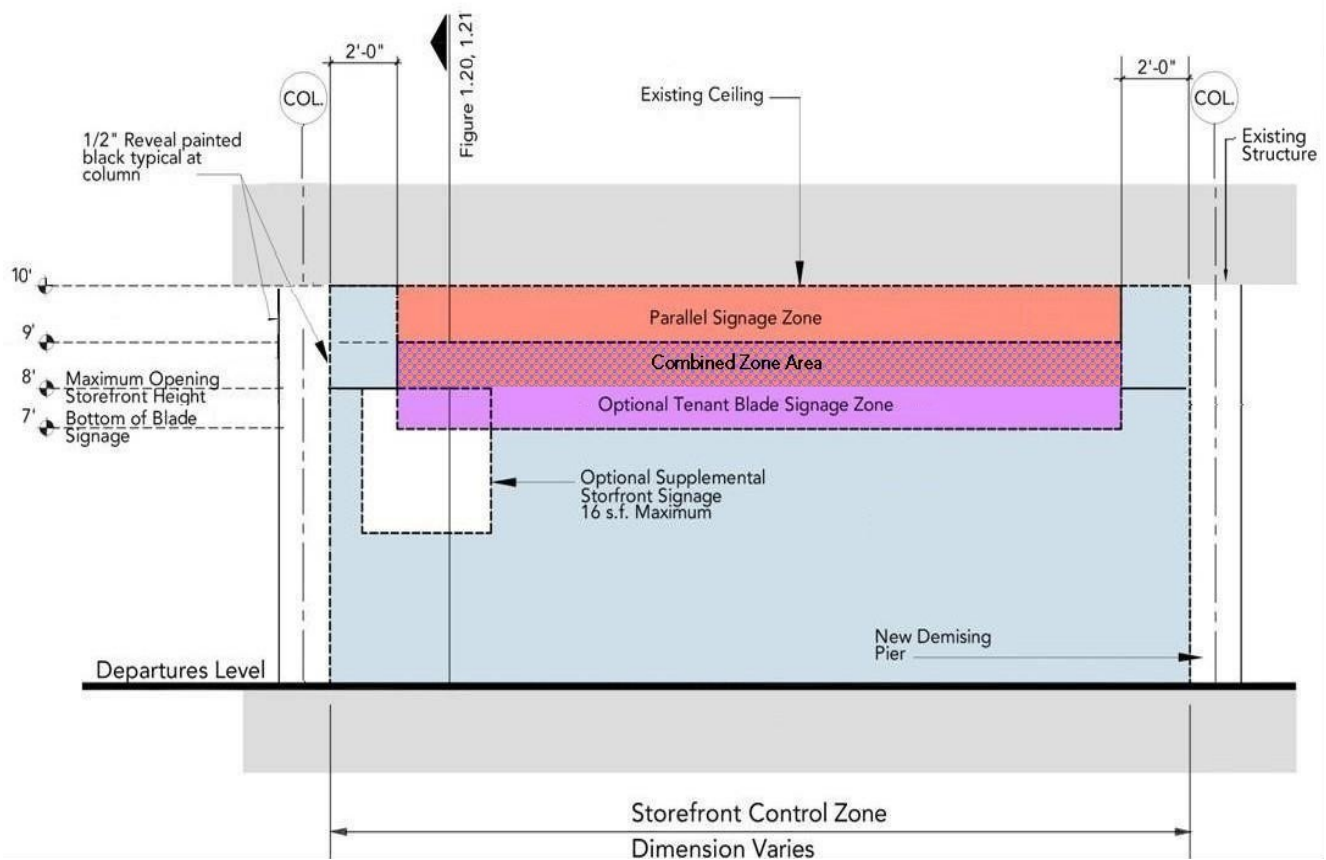


Figure 1.19- Elevation

1.6.5 Design Condition E (Continued)

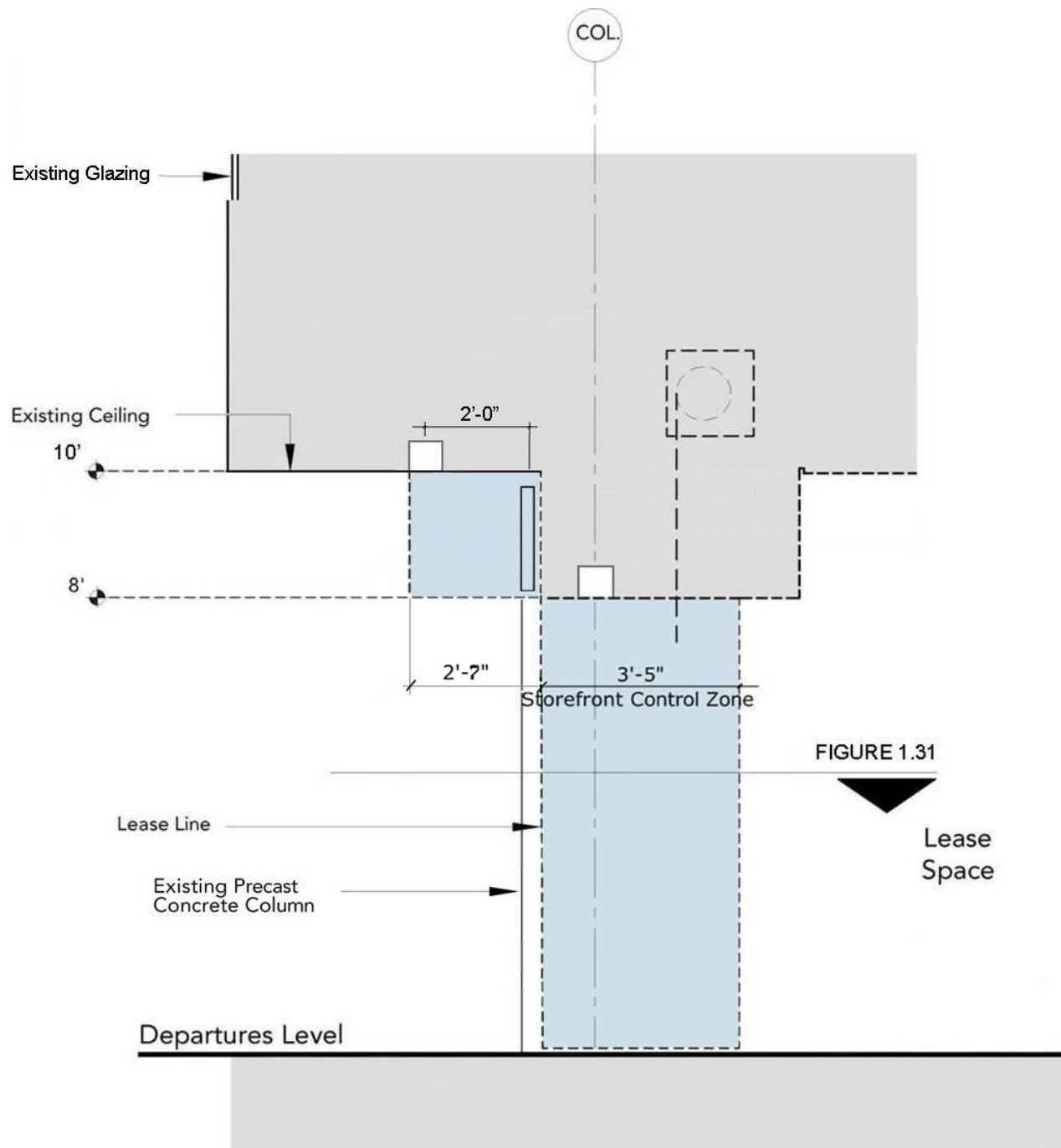


Figure 1.20 – Section – Storefront Area

1.6.5 Design Condition E (Continued)

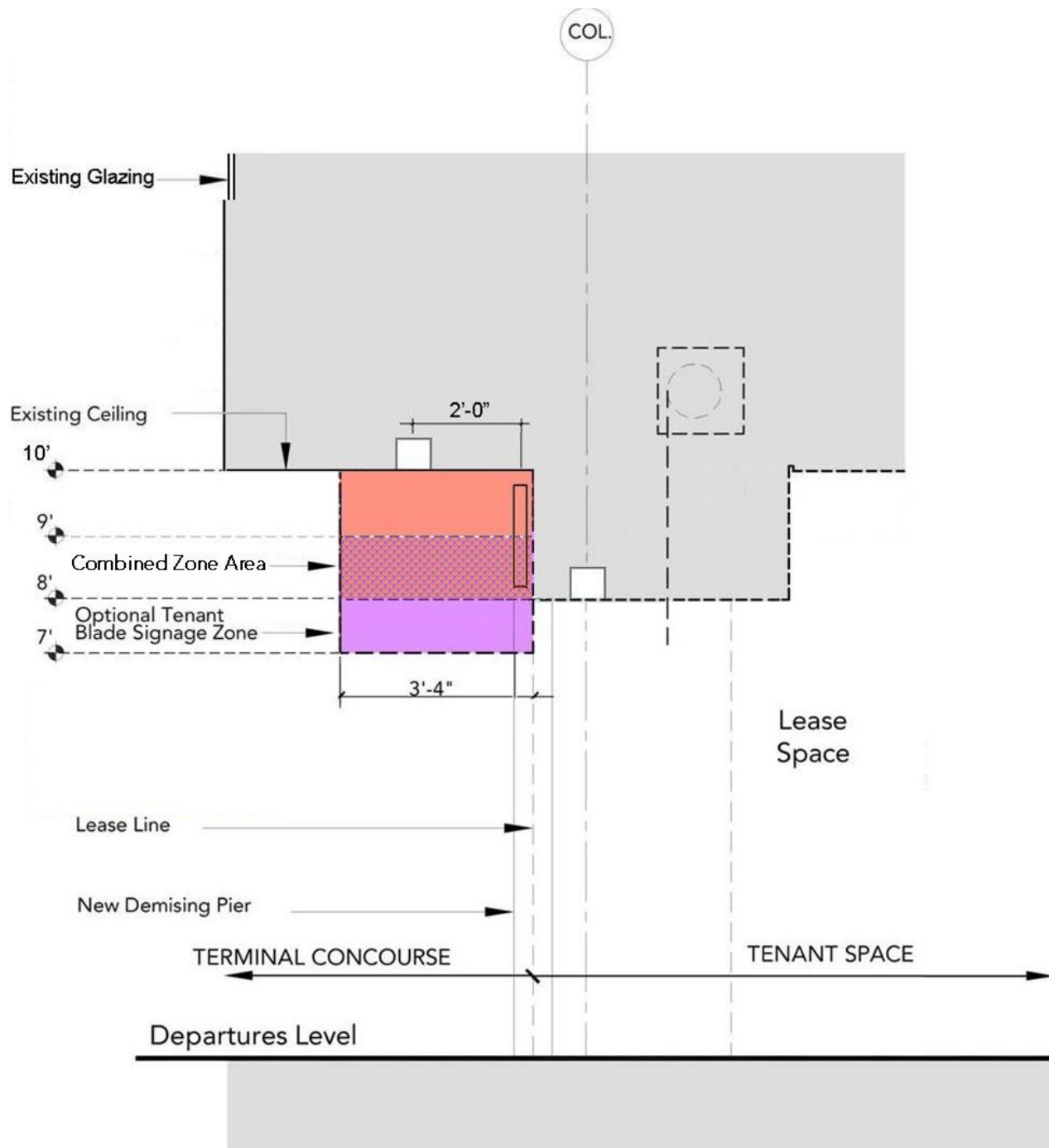


Figure 1.21 – Section – Signage Area

1.6.6 Design Condition F

In Design Condition F, the face of the structural column is flush with the wall line above. The tenant is responsible for providing a neutral frame and pin mounted illuminated signage.



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.22 - Perspective

1.6.6 Design Condition F (Continued)

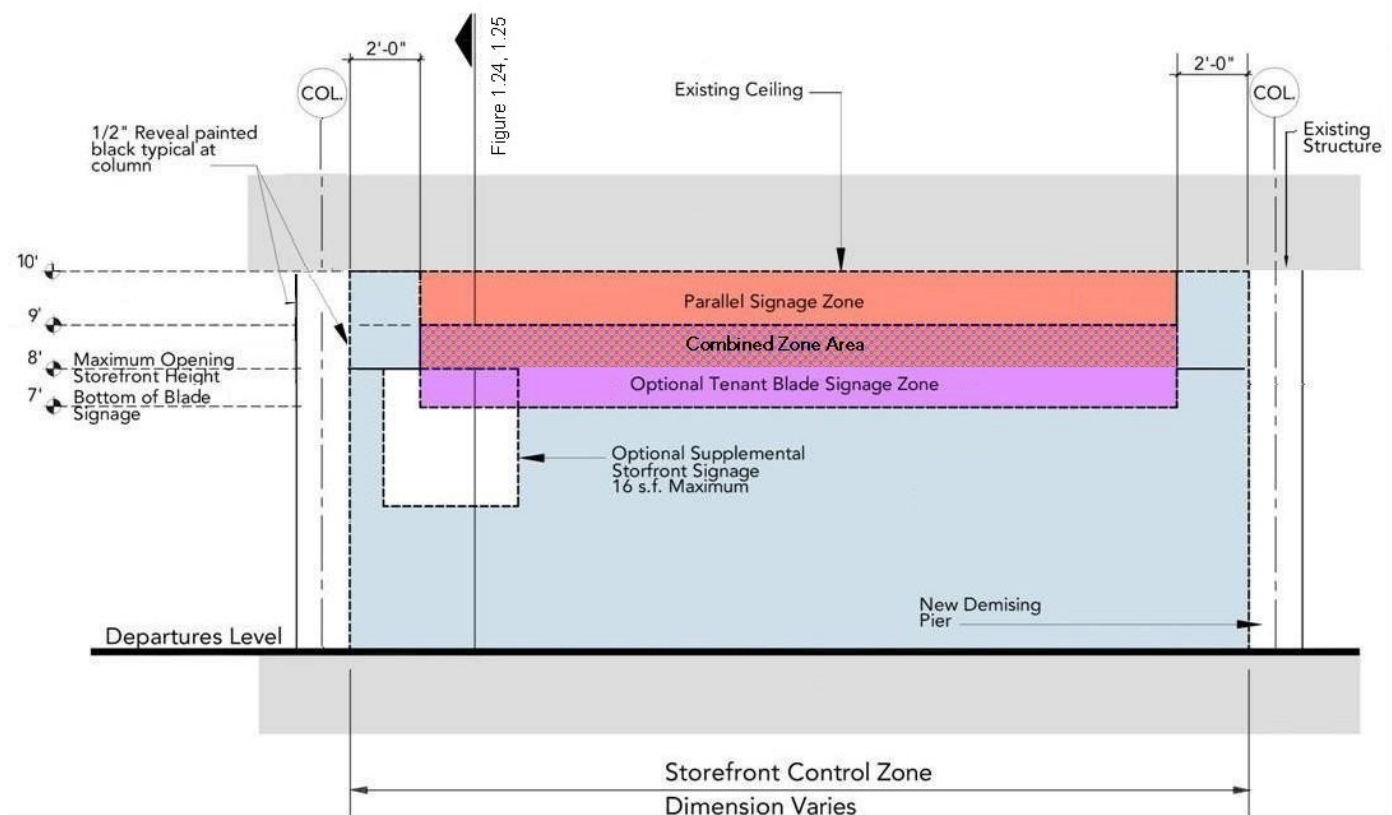


Figure 1.23 - Elevation

1.6.6 Design Condition F (Continued)

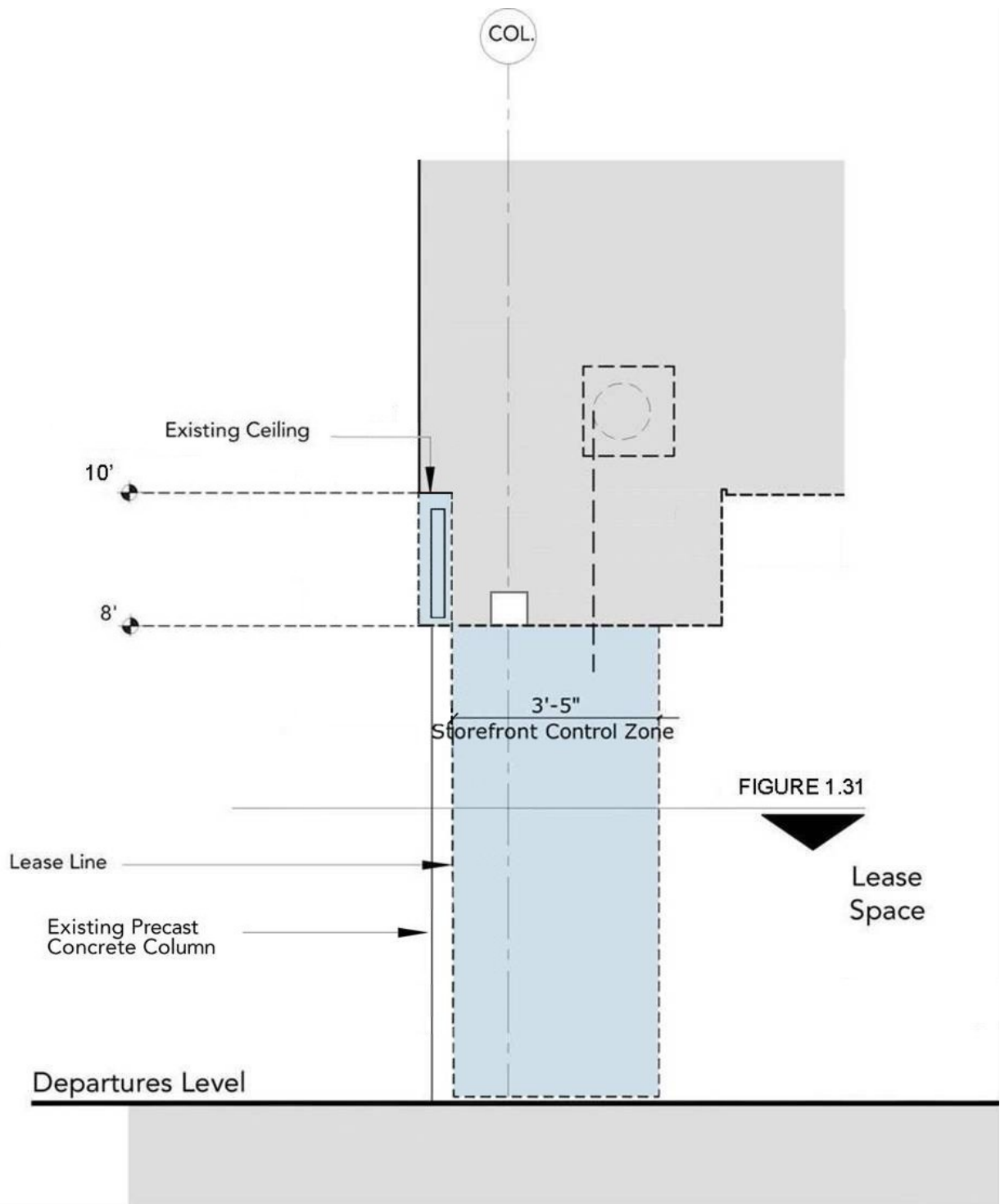


Figure 1.24 – Section – Storefront Area

1.6.6 Design Condition F (Continued)

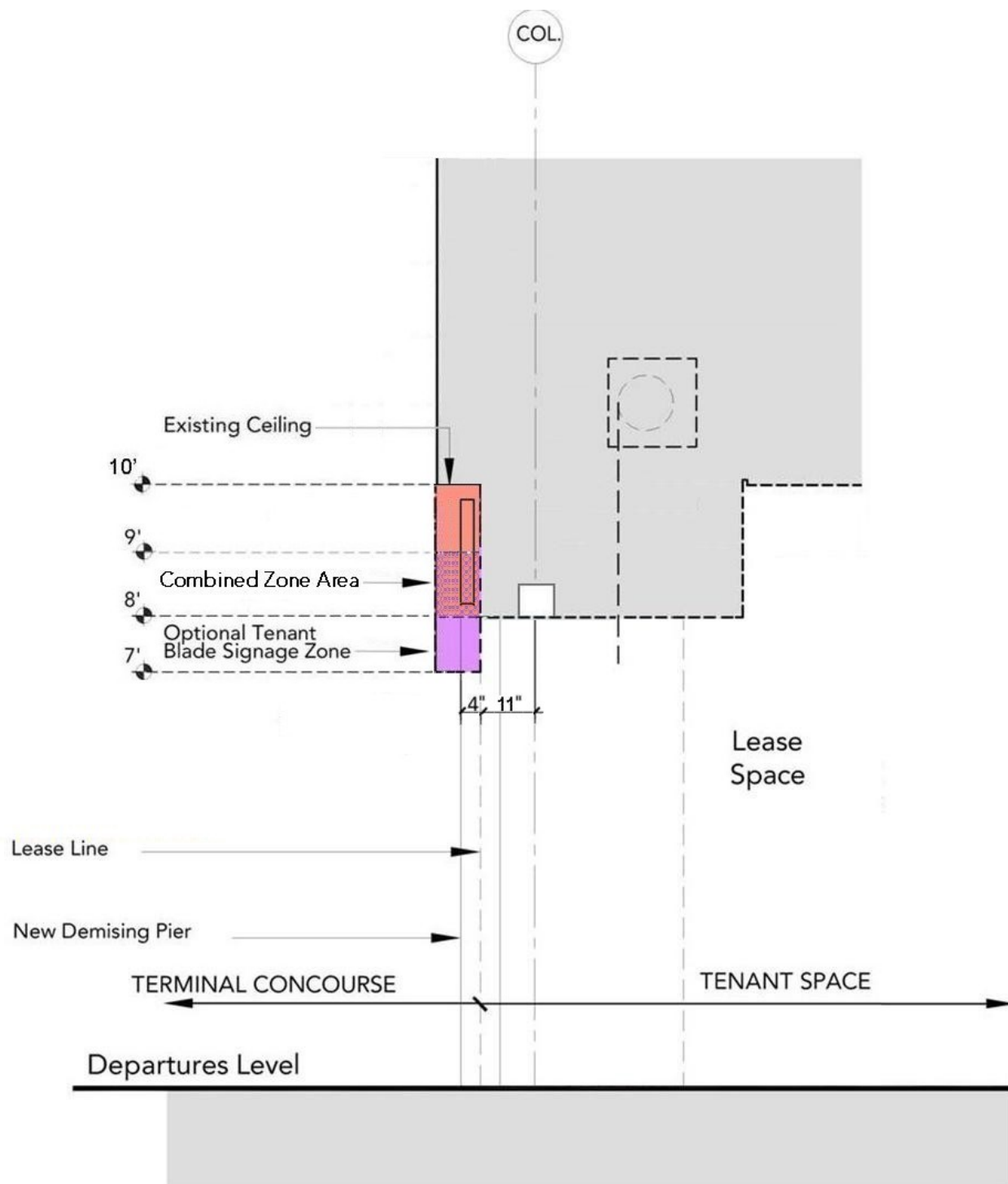
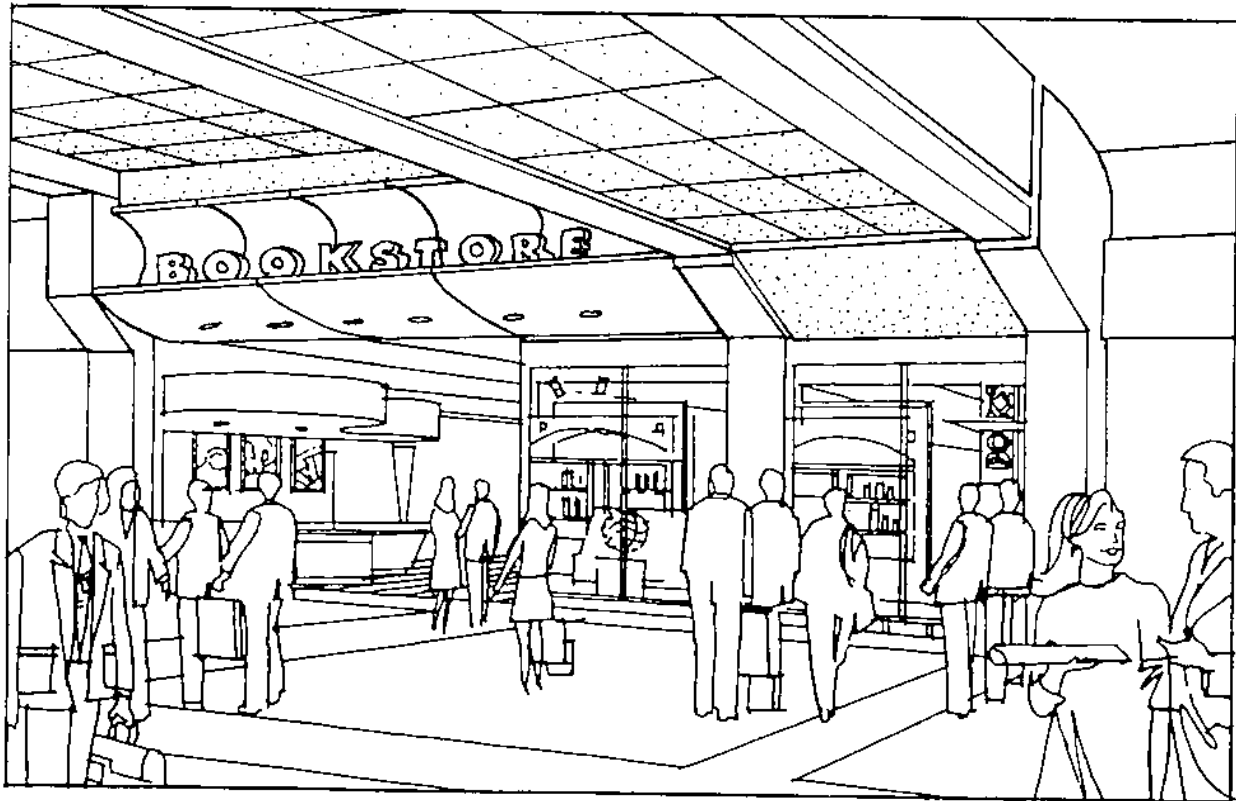


Figure 1.25 – Section – Signage Area

1.6.7 Design Condition W

Design Condition W involves the wedges that occur at regular intervals along the concourse. In some instances, the wedge is used as part of the tenant's lease space rather than as a typical mechanical plenum. Because the ceiling is lower, there is no furrdown or canopy. The tenant is responsible for determining extent of open areas at wedge conditions for review and approval by the Airport. (Ref. TDH Section 1.5.2 & 2.3.4)



Note: Perspective does not reflect expanded design opportunities as shown in following sections and plans.

Figure 1.26 - Perspective

1.6.7 Design Condition W (Continued)

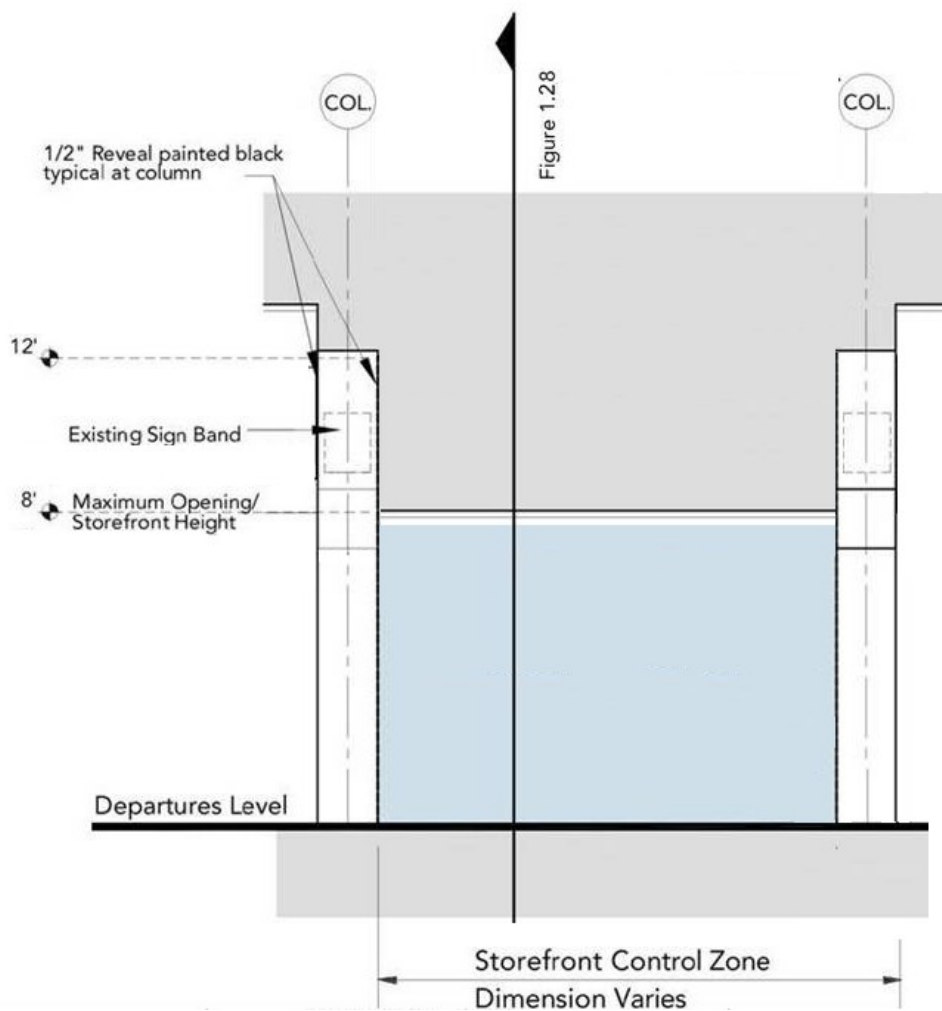


Figure 1.27 - Elevation

1.6.7 Design Condition W (Continued)

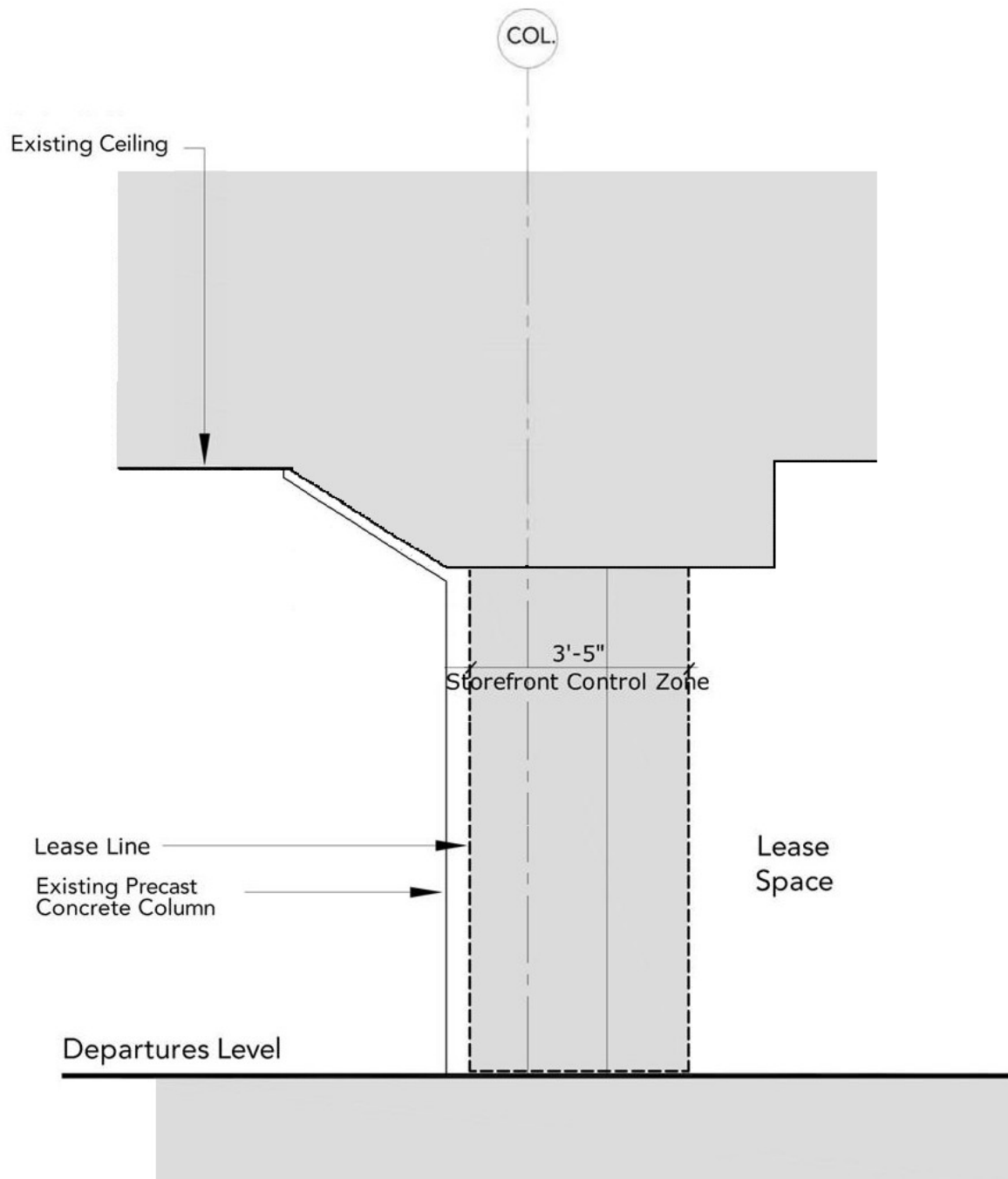


Figure 1.28 – Section – Storefront Area

1.6.8 Typical Conditions

There is a typical plan concept for the various Design Conditions. This plan may apply to more than one condition. Drawings in this section reflect the relationship between the overhead signage zones and the storefront control zone with respect to column conditions.

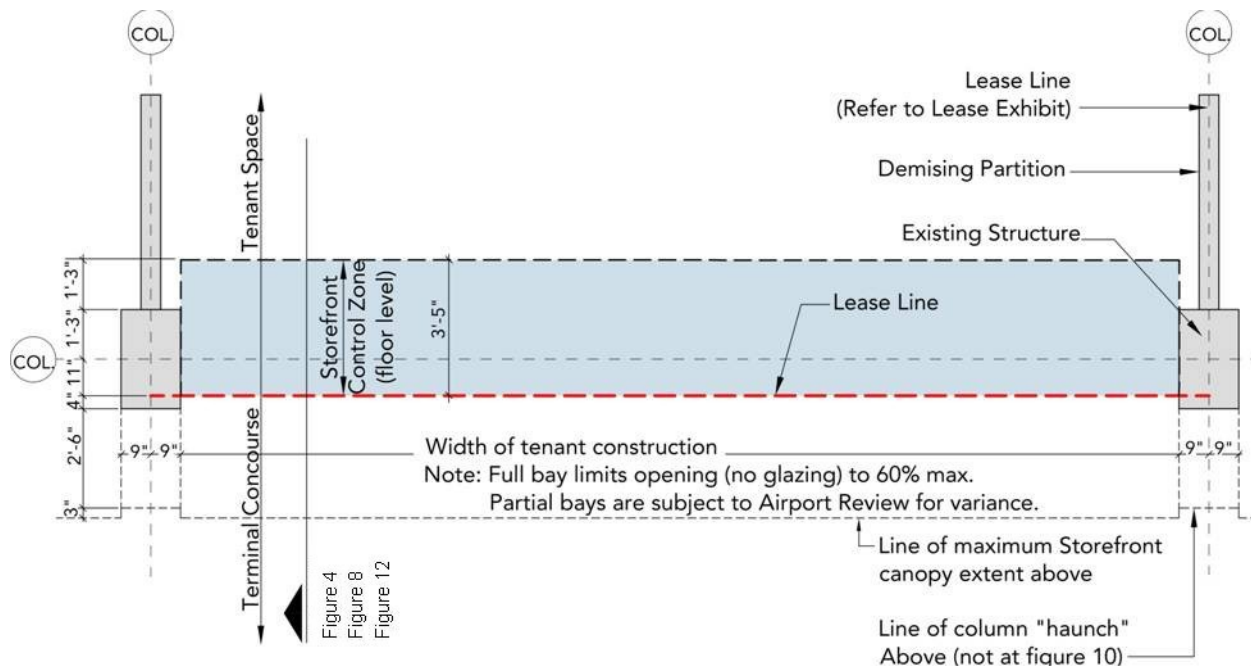


Figure 1.29– Plan / Design Conditions A, B, C

1.6.8 Typical Conditions (Continued)

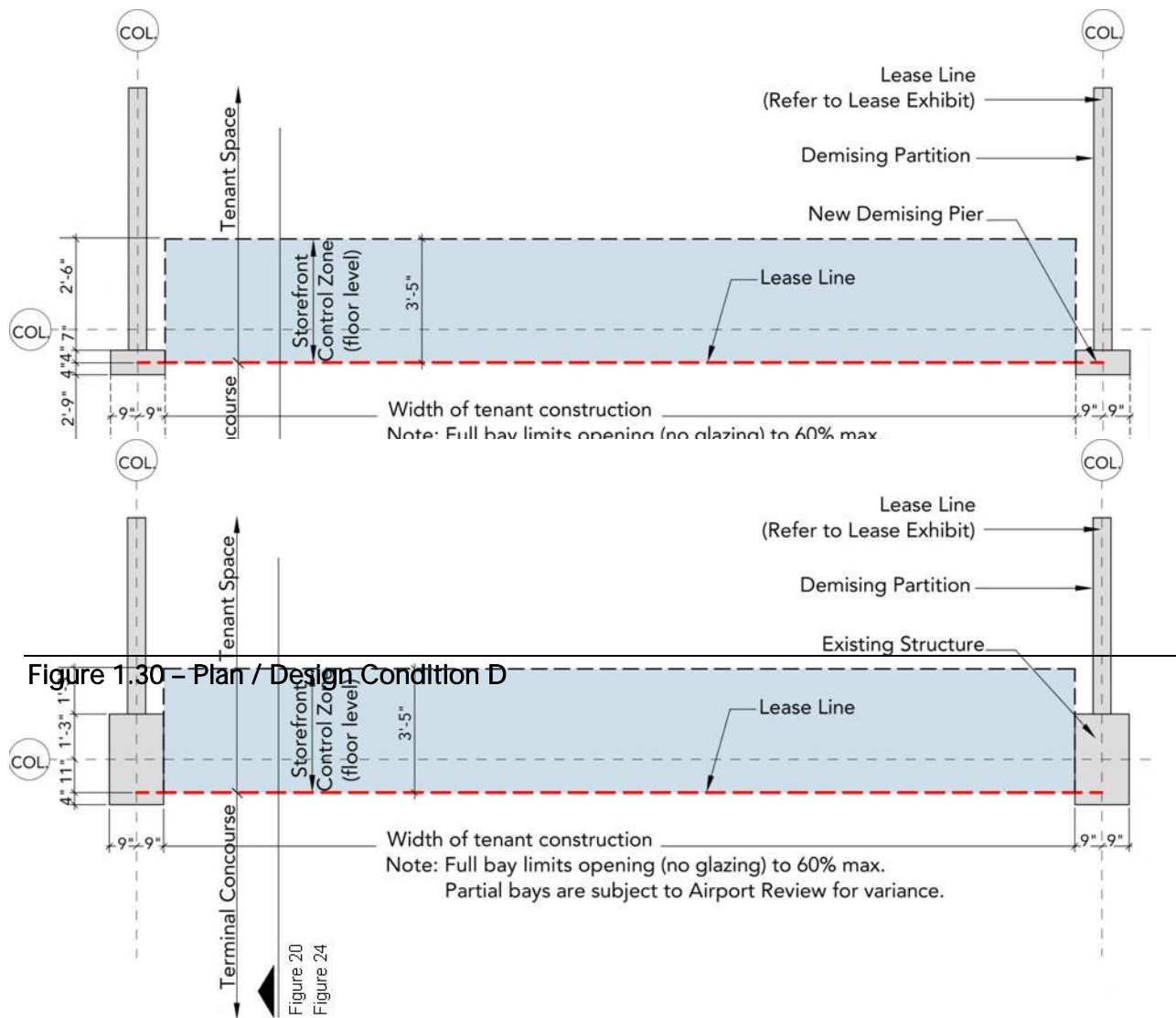


Figure 1.31 - Plan / Design Condition E & F

1.6.8 Existing Conditions

Many conditions will already have a furrdown/canopy installed from a previous tenant. Although it is not recommended that a tenant retain the canopy, it is acceptable. By removing the canopy, the tenant has more freedom to express their identity.

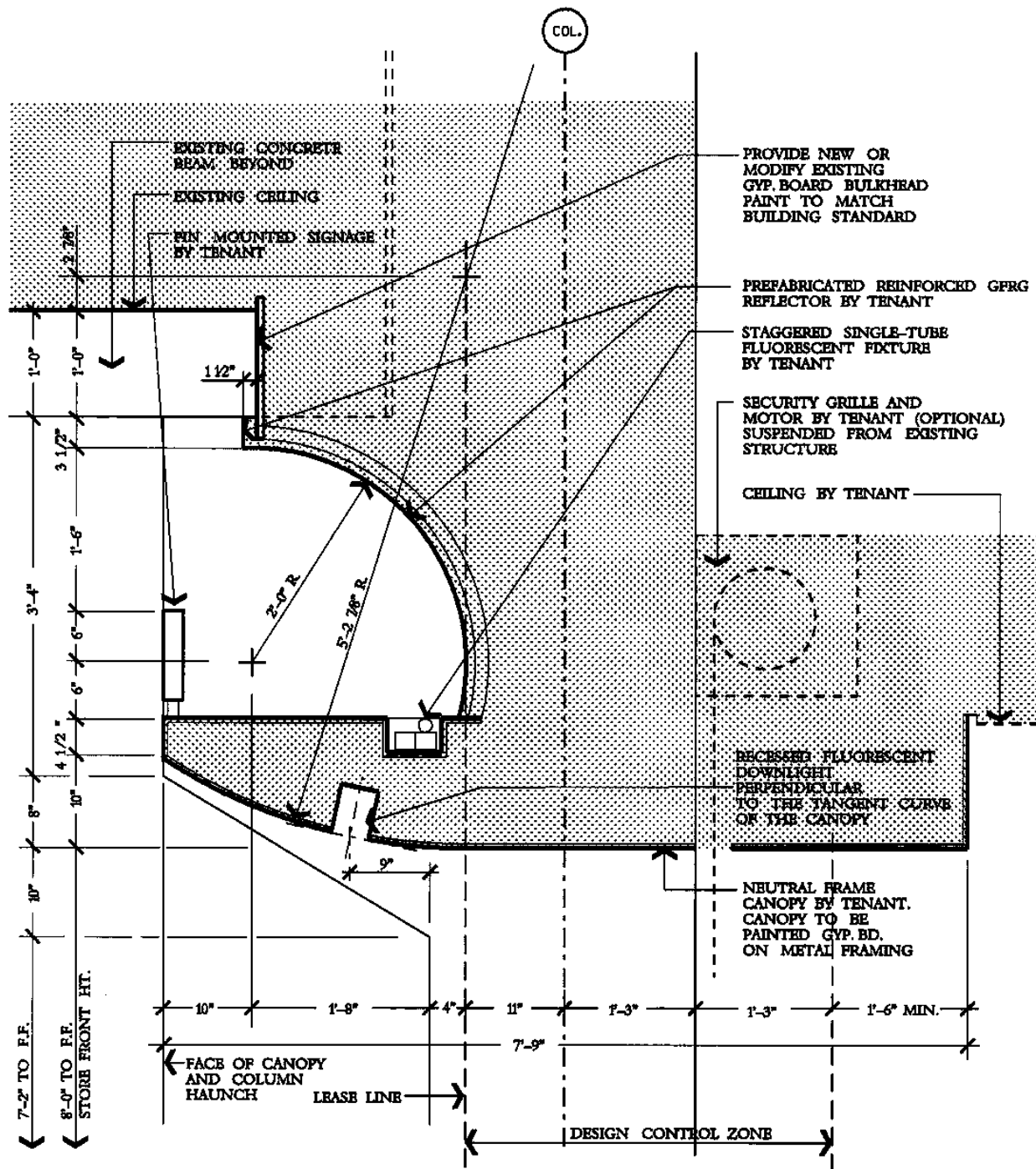


Figure 1.30 – Furrdown /Canopy Detail

2.0 General Design Criteria

2.1 Image and Character

2.2 Shell Space Area

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2.2.2 Ceilings

2.2.3 Roofs

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2.0 General Design Criteria

The following information is intended to assist the tenant in developing design documents for review and approval. The outlined criteria identify specific requirements and physical limitations that influence the design, but still encourage individuality to achieve an interesting, exciting, and unique shopping and dining environment.



Figure 2.1 - Perspective

2.1 Image and Character

A successful design solution will have a consistent theme in which all the parts fit together and enhance one another. It is important to consider the following components when developing a design:

1. Storefront Control Zone
2. Materials and finishes
3. Color, texture, and durability
4. Lighting
5. Graphics – Signage Zone
6. Accessibility to airline passengers
7. Scale relationships
8. Accessibility for maintenance



Figure 2.2 - Perspective

2.2 Shell Space Area

The following requirements apply to the basic components of all concession spaces.

2.2.1 Floors

The level of the finished floor within the shell space is to correspond exactly to that of the adjacent existing concourse finished floor at the lease line, unless prohibited by existing conditions and approved by the Airport. Depressed floor slabs will not be

permitted. All structural modifications and in-fills must be approved by the Airport and installed by a qualified contractor.

The tenant is required to match adjacent concourse floor pavers, ceramic tile, or carpet between the lease line and construction zone if it has been damaged during construction. Floors in kitchen, food preparation and storage, counter, and beverage service areas must be installed over a membrane waterproofing system that will result in a fully waterproofed surface, which includes a minimum 6-inch high cove base. The tenant is to install floor drains in all such areas.

If the tenant's space requires floor penetrations, the tenant's contractor is required to x-ray the floor before cutting, drilling, or otherwise penetrating the existing composite slab. The TPC is to be notified in writing prior to any penetration.

The tenant is to control water from drilling or cutting operations. Surfaces below such operations must be protected. Such operations must not be conducted without the written approval of the TPC. The tenant is responsible for the costs of any damages sustained in such procedures.

Tenants are not permitted to construct mezzanines or raised platforms in the leased premises, without the written approval of the Airport. Display cases are an exception.

2.2.2 Ceilings

The overall ceiling height within the lease space is to be a minimum of 9 feet (except at wedges), and a maximum of 12 feet - 6 inches if existing conditions permit. Open ceilings or exposed structure treatments are not allowed. Ceilings are required to be installed in all areas to maintain existing return-air plenums. All ceiling material must be noncombustible, equal to Class A installation. Ceiling finishes shall have a flame spread rating not exceeding 200. The plenum must be accessible.

A dry-wall soffit is encouraged around the perimeter of the space if conditions allow. Ceiling furrdowns or bulkheads are permitted. However, furrdowns or soffits must not restrict access to plumbing or HVAC equipment. Access doors are not permitted in gypsum board furrdowns or soffits.

All damage to existing concourse ceilings will be repaired at the tenant's expense. Ceilings in food and beverage spaces are to comply with all governing Health Department requirements.

2.2.3 Roofs

(Ref. DFW Design Criteria Manual)

All required penetrations of the existing terminal roof for exhaust hoods, vent stacks, supplemental HVAC equipment, or any other equipment are to be performed by a qualified contractor at the tenant's expense. All contractors performing work on existing roofs are to provide letter of certification from roof system manufacturer identifying contractor as warranted to work on existing roof system. Information on the existing roof systems is available from the TPC.

The tenant must consider the following in dealing with roof-top equipment:

(Ref. DFW Crane Permit and Issuance Procedures)

1. Roof access
2. Equipment shut-offs
3. Walkway access
4. Screen walls
5. Concealed piping
6. Existing equipment and penthouse clearances
7. Roof protection during construction
8. Temporary weatherproof protection of openings during construction
9. Lifting and hoisting of equipment
10. Structural calculations of penetrations and reinforcing of openings if required
11. Effects on roof drainage
12. Storage of equipment and materials on the roof during construction
13. Protection of roofing material from oil and grease emitted by kitchen exhaust equipment
14. Existing lightning protection system and re-certification of existing system should additional protection be required on new equipment.

All modifications or installations of additional equipment require consultation with an MEP engineer, a structural engineer where required, and the approval of the Airport. If the tenant requires roof penetrations within an existing pre-stressed concrete double T structure, x-rays of the work area are required. The TPC must be notified of such work and TPC written approval must be obtained.

2.2.4 Demising Walls

(Ref. TDH Section 2.7)

All interior demising walls between tenants are gypsum board on metal stud framing. Partitions between multiple tenants and any common, public, or service corridor must extend to the existing structure above. All partitions extending to the existing structure must include openings to maintain return-air plenums. Tenant to demonstrate that

openings are adequate to maintain appropriate system operation. All tenant walls are to be finished. Tenants requiring security protection may install expanded wire mesh or weld wire fabric within the return-air opening. Demising walls generally align with existing columns. **Permanent attachment to concrete columns with mechanical fasteners or adhesives is not permitted.** Tenants are permitted to furr columns with systems that are self-supporting or free standing within their leasehold. If heavy shelving or attachments are to be installed, the demising wall must be reinforced.

If fire rated walls or other existing construction must be opened or cut through to extend services to a leasehold, the tenant must preserve the original rating and construction.

All non-demising partitions within the lease space interior are to be constructed at the tenant's expense. Interior partitions are to extend 8 inches minimum above the finish ceiling.

2.2.5 Security

Tenants are required to provide a means of securing the leasehold during non-operational hours. If a storefront is enclosed, tenants are encouraged to use hinged, fully recessed, out-swinging doors on pivots. Such out-swinging doors must be within the lease line when open.

For open storefronts, rolling vertical or sliding horizontal security grilles are acceptable provided they are totally concealed during operating hours. Concealed grilles must be located a minimum of 2 feet - 2 inches from the lease line. Grilles must be suspended and supported from the existing building structure, and may not be attached to any finish framing or neutral frame element. **(Ref. TDH Section 1.6)**

Security grilles can be manually or electrically operated, with a natural aluminum finish and straight grill pattern. Side and bottom rails are to be natural aluminum color. Grilles may have integral plastic closures. Re-use of existing security grilles are subject to Airport approval.

For Fire Department access, security grilles must be keyed for access from the concourse and be furnished with cores and keys matching the Airport's master key system.

Kiosk and neighborhood tenants must provide other means of securing property. Rolling or horizontal grilles are not permitted. The securing system must be integral

with the design and not extend beyond or above the lease line. Lockable display cases and secured storage areas are recommended. Sectional canopies of canvas or vinyl are not permitted. **(Ref. TDH Section 5.0)**

2.3 Storefronts

The Airport encourages tenants to make the storefronts exciting and unique. The storefront consists of the neutral frame and the store enclosure. Within that area, a Storefront Control Zone (SCZ) establishes a limit for the development of the storefront.

2.3.1 Neutral Frame **(Ref. TDH Section 1.5)**

The neutral frame consists of a horizontal band and columns painted to match that together create a uniform design element throughout the Airport. Most of the tenants will already have the columns since they are structural elements. Conditions where there are no existing columns at the storefront line, the tenant is required to construct a new, non-structural column. Refer to specific design conditions for guidelines.

Paint for all elements of the neutral frame must be equal to Sherwin Williams # SW1039 Zurich White. Furrdown between concourse ceiling and top of the Storefront Control Zone to be finished to comply with existing terminal standards.

Neutral frame design variations required to address pre-existing conditions are subject to Airport review and approval. **(Ref. TDH Section 1.6 through 1.6.8)**

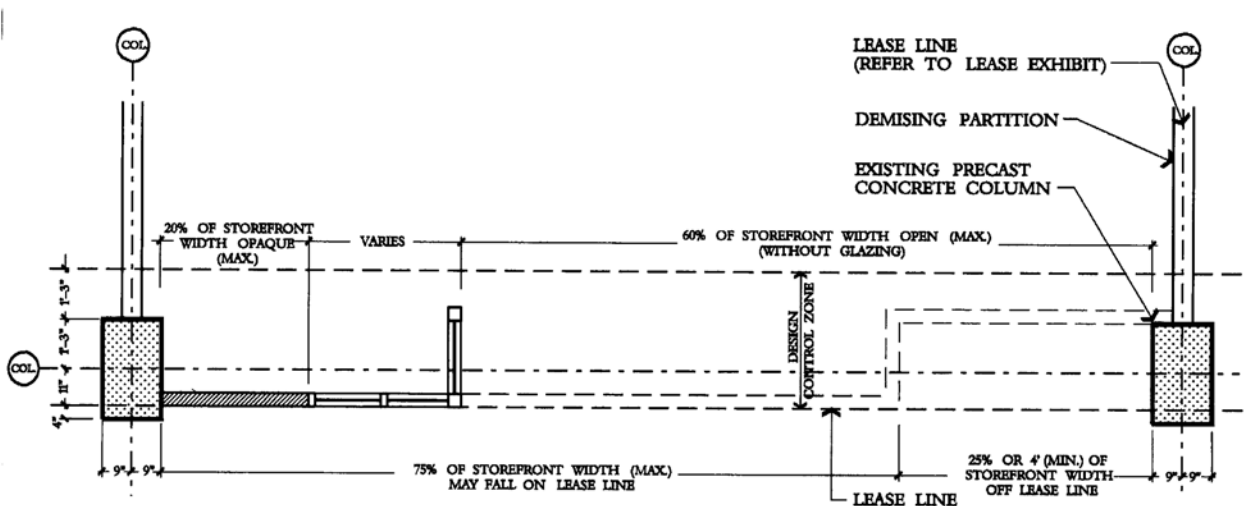
The neutral frame is to be provided by the tenant at the tenant's expense, except in neighborhood center locations. Where more than one tenant storefront is located within a single bay, the responsibility for construction of neutral frame elements that extend beyond the tenant's lease demising lines rests with the first tenant in construction. **(Ref. TDH Section 8.4)**

2.3.2 Store Enclosure and Entrance

The store enclosure is the tenant's opportunity to reflect individual tenant identity. However, compliance with the design criteria for the enclosure is required to maintain a consistently high level of quality.

1. Desirable treatments for storefronts are butt joint glazing or multi-pane clear, beveled, etched, or sandblasted glass in metal or hardwood framing. Recesses, angles, and other devices designed to break up the length of the flat storefront are acceptable. All interior storefront glass is to be clear; the location and appropriateness are subject to Airport approval.

2. A maximum of 75% of storefront width may fall along the lease line. At least 25% (or a minimum of 4 feet, whichever is greater) of the storefront width must be set back at least 2 feet - 2 inches from the lease line to the storefront closure line. Exceptions are noted in Section 8, Special Conditions.
3. Fully open storefronts are not allowed. A maximum of 60% of the storefront width may be open (without glazing). Upon request, special consideration may be given by the Airport for wider openings.
4. A maximum of 20% of the total storefront area may be opaque. This percentage applies to each side of a lease space for tenants with more than one storefront side.,
5. Swinging doors must not extend beyond the lease line.
6. Tenants with visibility to the landside corridor are encouraged to create a display storefront. All landside exposure is to be fully enclosed. Access to the unsecured landside corridor is prohibited, except for code required exiting compliance. For regulatory and detail requirements regarding code exiting into landside corridor, contact the TPC.
7. All storefronts are required to be self-supporting. Storefront construction can attach to the Neutral Frame and base building, cannot suspend from it, but can be braced by it.
8. For fire department access, doors and panel systems must be keyed for access from the concourse and be furnished with cores and keys matching the



Airport's master key system. Keys are to be tagged with tenant name and a space identifier that will be provided by the TPC.

Figure 2.3 – Plan / Store Enclosure Restrictions

The following types of store closures are encouraged:

1. Sliding doors must be enclosed in a pocket or become the rear enclosure of display windows when in the open position. Tracks may not be cut into the floor structure. Vertical and horizontal sliding grilles are subject to TPC approval.
2. Hinged doors must be fully recessed and out-swinging.

All storefronts, excluding doors, must have a 6" minimum base of durable material such as granite, marble, stone, terrazzo, brass, stainless steel, or other durable material adhered to a solid backing. Vinyl, rubber, or wood bases are not allowed.

Use of the following materials on the storefront and within the design control zone are strictly prohibited:

1. Simulated versions of any material such as brick, stone, or wood.
2. Plastic laminates.
3. Pegboard, slatboard walls, or fixture systems.
4. Vinyl wall covering, fabric, or wallpaper. Decorative murals are subject to airport approval.
5. Large areas of plain, smooth, painted gypsum board.
6. Simulated paneling pre-finished or scored plywood products, or diagonal wood siding.
7. Re-used or recycled lumber
8. Siding composed of wood, vinyl, aluminum, or masonite.
9. Highly textured paint or stucco
10. Shingles, cork, or wall mounted carpet.
11. Masonry with highly textured surfaces or sharp corners.
12. Rough sawn cedar or other unfinished wood.

2.3.3 Storefront Control Zone

(Ref. TDH Section 1.6)

The Storefront Control Zone (SCZ) is the transition area at the front of the lease space. In addition to the lease area behind the storefront, elements within the SCZ shall also comply with the Manual guidelines for storefront, signage, lighting requirements, and merchandise displays. It should be compatible in design and materials with the concourse and still express clearly and imaginatively what the business is about. The tenant's design solution is subject to Airport approval and the Airport reserves final judgement as to the acceptability of proposed finishes.

At open storefront conditions, the limit line edge of the Storefront Control Zone next to the lease space should be treated as a setback line for counters, display cases, or

permanent obstacles. This is required to maintain adequate circulation and queue depth off the concourse. Movable signs or portable displays are not permitted in the design control zone.

2.3.4 Wedges

In some instances, a lease space includes a wedge. Since the wedge walls usually contain utilities, the tenant must verify conditions at wedges before developing this frontage. The tenant is then encouraged to utilize that condition for special display. If the storefront is not in line with columns, and utilities are not present, the wedge is to be considered as a continuation of the main storefront. Entrances or any other openings at the wedges are not permitted.

2.4 Signage

Signage is an integral part of the overall design of the concourse and plays a key role in the retail environment. Accordingly, the signage of the tenant's spaces must be designed to maintain that consistency. Tenants are permitted to use their corporate logo, sign type, and lettering styles, when compatible with design criteria. Tenants are required to coordinate mandatory and supplemental signage into a complementary design. Tenants must be aware of the Airport's existing directional signage and they must avoid obstructing or confusing the Airport's way finding message.

Concession signage standards define zones for signage, maximum size of fonts, materials, and lighting requirements.

Regardless of location, all signs, including colors, materials, and designs are subject to Airport approval. The Airport reserves the right to reject any signage.

2.4.1 General Signage Standards

In addition to specific signage criteria available through the TPC, tenants must comply with the following general criteria:

1. Mandatory signage is required on storefront elevations per the guidelines outlined in the design conditions. On elevations in excess of 40 linear feet, additional signage may be permitted only with the Airport's approval. Any tenant having storefronts on two or more sides of the concourse may use one sign on each storefront as allowed by the Airport.
2. Length of signage shall not exceed 60% of signage zone.
3. Brand names, product names or phrases may not appear on the storefront or store enclosure unless approved by the Airport.

4. Letter height - The maximum cap height for horizontal and vertical text letters is 12". Tenants requesting letters over 12" must have prior approval from the TPC.
5. Decals or other signing indicating product lines or credit card acceptability shall not be permitted on the storefront.
6. Temporary signs, banners, sales notices, etc. are not permitted on the storefront.
7. All attachment devices, wiring, clips, transformers, lamps, tubes and other mechanisms required for signs shall be concealed.
8. Electrical service to tenant's signs shall be from tenant's electrical panel.
9. The location of all openings for conduits and sleeves in sign panels shall be indicated by the tenant's sign contractor on signage shop drawings submitted to the TPC for review and approval. The sign contractor shall install the product(s) in accordance with the approved drawings.
10. Any damage, to any other work, caused by the tenant's sign contractor shall be repaired at the tenant's expense.
11. The tenant will be fully responsible for the workmanship and installation of tenant's sign and coordination of the tenant's sign contractor.
12. No sign fabricator labels or other identification will be permitted on the exposed surface of the signs, except those required by local ordinance. If required by local ordinance, such labels or other identification shall be in an inconspicuous location.

2.4.2 Mandatory Signage

Each Tenant is required to design, fabricate, install, and maintain primary signage above the storefront or Neighborhood Center counter front furr-down at each leasehold. Required signage includes the parallel sign element. Refer to **Section 1.6 "Design Conditions"** for guidelines on the sign elements required for each design condition. This signage is solely at the tenant's expense. The sign shall be limited to the tenant's trading name and logo only.

2.4.2.1 Parallel Sign Element

The parallel sign element is located along the storefront and is displayed parallel to the face of the storefront. Refer to the design conditions for parallel sign location guidelines. (**Reference Section 1.6 "Design Conditions".**)

2.4.3 Optional Signage

Special graphics and temporary displays may be placed within the SCZ when behind a storefront enclosure, but only with approval by the Airport. Approval for any special

and temporary sign programs within the lease space must be obtained each time the program or the signs themselves are revised. Initial approval for a specific program does not constitute blanket approval for subsequent temporary signs or sign programs.

No displays or signs are permitted outside the lease line.

2.4.3.1 Supplemental Signage

Tenants have the option, with Airport approval, to integrate supplemental signage into the storefront design to support the overall store image and give greater visibility from the concourse. Supplemental signage, if approved, will be located on the storefront and cannot exceed 16 square feet. ***(Reference Section 1.6, "Design Conditions".)***

2.4.3.2 Vertical Sign Element

The optional vertical sign element is also located along the storefront and functions much like a store marquee. It is displayed perpendicular to the storefront. It must read from the top down. In design condition A2, the vertical sign element may extend up to 8'-0" above the finish floor of the INS level and offers an invitation to international passengers to the retail environment on the Departures level below. The other design conditions also have guidelines for the overall height and location of the signage. In the design conditions where the vertical signage is visible from above, the backside and the top of the vertical signage will be required to be finished out. ***(Reference Section 2.3, "Design Conditions".)***

2.4.3.3 Tenant Blade Sign

The tenant blade sign is an optional sign element. The sign is located outside the store enclosure and displayed perpendicular to concourse circulation. The sign has a maximum square footage as indicated by the tenant blade signage zone within the design conditions. As with the parallel and vertical sign element, the sign face will be limited to the tenant's trade name and logo. ***(Reference Section 1.6, "Design Conditions".)***

2.4.4 Specialty Signage

All signage on and within the tenant's space is subject to design review and approval, including all signs for sale and seasonal promotions, and for product displays. The Airport must approve signage of this type before being installed.

Signage must be professionally designed and produced in colors and materials consistent with the overall store image.

2.4.5 Sign Types

The following sign types are appropriate and their use is permitted with Airport approval.

1. Dimensional, non-illuminated wood, metal, plastic, glass or other material with a permanent appearance.
2. Dimensional, illuminated, halo or back-lit individually mounted letters.
3. Dimensional letters must not be less than one inch nor more than three inches in depth, and must project from the storefront with one-inch spacers.
4. Etched, beveled, sandblasted or stained glass.
5. Internally illuminated channel letters with opaque metal sides and plastic face. Internally illuminated letters must not be less than one inch nor more than four inches in depth.
6. Moving, rotating, or animated signs may be used in the SCZ if behind the storefront and with Airport approval.

The following sign types, sign components and devices shall not be permitted:

1. Boxed or cabinet type.
2. Exposed neon tube forming letters or logo in public areas (allowed within tenant spaces and subject to Airport approval)
3. Formed plastic.
4. Cloth, paper, cardboard or similar stickers or decals.
5. Noise making.
6. Odor producing.
7. Flashing.
8. Exposed labels of manufacturers, underwriters, etc.
9. Veneer or plywood products.
10. Pre-molded plastic letters with reflective coatings.

2.4.6 Illuminated Signs

Where illuminated signs are considered, the following restrictions apply:

1. All illuminated signs must be turned on during the terminal's retail operating hours. The use of an automatic timing mechanism for signage, SCZ lighting, and show window lighting is mandatory.
2. The Airport must approve any use of neon.
3. Signs must be constructed so lamps are easy to replace. Ballasts should be accessible from within the lease space and must be concealed.
4. Video equipment used for illustrating products or for advertising is restricted if located within the SCZ. All video equipment is subject to Airport approval.

2.4.7 Non-illuminated Signs

Non-illuminated signs are viewed as decorative as well as informative and are subject to Airport approval. Note the following:

1. Letters or logos applied or painted directly on the inside face of glass storefronts are not permitted unless they are being used as a safety band. Height for safety band name or logo shall not exceed 4" unless required by code.
2. Super graphic treatment of large amounts of storefront is not permitted.
3. Hand lettered non-professional signs and newspaper advertisements are not permitted in the SCZ.
4. Additional signs or advertising for brand names (e.g., soft drinks) are not permitted without Airport approval.

All graphics must have a non-glare, matte finish. The type must be large enough and its style simple enough to make the text clearly legible.

Both quantity and quality of light is to be considered in store design. Lighting should be energy-efficient and suitable to a retail environment. All lighting locations, specifications, product data sheets, including light source selection, must be submitted for review.

2.5 Interior Finishes

(Ref. TDH Section 2.3.3)

The selection and application of finishes will define the tenant's image. Establishing a standard for quality, durability, and aesthetic value will be evaluated and considered. The tenant's image does not stop at the storefront or counter-front but continues to all areas exposed to the public. It is important to develop a color and finish palette that is inviting and that supports the overall image. Good craftsmanship is a critical component in a successful product. Tenants within a Neighborhood Center are encouraged to develop a theme compatible with that area. Tenants are responsible for the selection and application of all interior finishes.

2.5.1 Flooring

(Ref. TDH Section 2.2.1)

High quality, durable materials must be selected to withstand heavy traffic. Hard surfaces are encouraged for attractiveness and aesthetic value. Stone, ceramic tile, marble, wood, or good quality carpet are acceptable options. The use of vinyl, VCT, floor paint, sealed concrete, or cork is not permitted.

Patterns and color variations must be confined to the leasehold area behind the design control zone. The design control zone forms the transition from the concourse to the

leasehold space, so materials used there must be chosen carefully to avoid jarring juxtapositions. All transitions are to be flush with the existing concourse floor.

The tenant must provide a continuous base of the same material around the perimeter of the lease space, and the material must be similar to the flooring and compatible with the storefront. Rubber base is not acceptable.

2.5.2 Ceilings / Walls / Doors

Tenants are to use high quality, durable products for ceiling, walls, and doors. Following are specific requirements:

1. Tenants are requested to limit gypsum board drywall to furrdowns and soffits. Stained wood beams or gridded soffits are possible ways to add interest to the ceilings. Ceilings must be accessible for maintenance. **(Ref. TDH Section 2.2.2)**
2. A 2 foot by 2 foot grid with a tegular finish is required for lay-in ceilings. Furrdowns are to be drywall.
3. All light fixtures, access panels, grills, and diffusers are to be mounted in the ceiling and painted to match.
4. Food and beverage tenants are required to use nonporous, cleanable materials - such as ceramic tile, stainless steel, stone such as marble, and solid plastics (Corian or equal).
5. The following materials **are not permitted**:
 - a. Rough sawn cedar or other unfinished woods
 - b. Imitation natural materials, such as simulated wood, brick, or laminates
 - c. Pegboard walls or fixture systems
 - d. Painted drywall surfaces below 9 feet
 - e. Window coverings
 - f. Slat wall material
6. Tenant's interior doors must be solid core or hollow metal and the quality of the finish should be similar to that of the walls. Kick plates and door closers are recommended.
7. Within the design control zone, wall finishes and merchandise display are subject to approval by the Airport.

2.6 Lighting Criteria

Tenants are encouraged to be creative in lighting design to maximize the quality and uniqueness of their environment. Energy efficient lighting is encouraged. All

lighting locations, specifications, product data sheets, including light source, must be submitted for review.

High efficacy lamps with color temperatures between 2700 degrees Kelvin and 3500 degrees Kelvin with a Color Rendering Index of 80CRI or higher, are required. Standard sources are linear and compact fluorescent, ceramic metal halide, quartz halogen incandescent, shielded neon, fiber optic and light-emitting diode (LED). Electronic ballasts, low voltage transformers, switches and dimming equipment shall be used as required for a complete installation.

Lighting design must conform to the codes adopted by DFW code department. See TPC for additional information.

2.6.1 Storefront Control Zone

Depending on the location of the storefront enclosure, the tenant has some flexibility in the use of lighting in the storefront control zone. Ambient lighting from the public concourse will not be sufficient for tenant lighting. The tenant lighting will be seen against a background of varied natural and artificial light, and must maintain high standards of quality, which are critical to the effectiveness, and operating efficiency of the overall facility.

Lighting in the Storefront Control Zone is restricted as follows:

1. Lighting must be installed in the storefront as an entry "apron" to the store.
2. Light sources utilized for this purpose must be quartz halogen incandescent, compact fluorescent, linear fluorescent, or ceramic metal halide.
3. Track lighting is prohibited.
4. Provide a minimum of 100 foot-candles (fc), maintained at the floor level of the SCZ.
5. Lights must be selected and placed to avoid glare to the public concourse.

2.6.1.1 Light Fixture Types

The following light fixtures have been approved for use within the SCZ. The use of other fixtures within the SCZ shall be submitted and will be subject to Airport approval.

1. **Quartz Halogen Incandescent Downlight** - Kurt Versen C7301, alternate manufacturers - Zumtobel/Staff and Lightolier.
2. **Compact fluorescent Downlight** - Kurt Versen P926, alternate manufacturers - Zumtobel/Staff and Lightolier.
3. **Metal Halide Downlight** - Kurt Versen R7301, alternate manufacturers - Zumtobel/ Staff and Lightolier.

4. **Linear fluorescent direct fixture** - Linear recessed 45 and 66, alternate manufacturers-Focal Point and Lightolier.

2.6.2 General Tenant Lighting Standards

General lighting refers to interior lease-space lighting that is beyond the rear edge of the SCZ. Lighting must be compatible with the design of the lease space.

If linear fluorescent lighting is used, parabolic diffusers with metallic coatings or a white paint finish must be used. Egg crate and prismatic acrylic diffusers are prohibited; however, acrylic prismatic lenses are allowed in kitchen and food preparation areas.

Exposed and surface-mounted lamps are prohibited. All surface mount fixtures including decorative and track mount fixtures are subject to approval by the TPC. All showcases and display cases must be adequately lit and ventilated.

2.7 Acoustics

Tenants are encouraged to use materials and designs that minimize the transmission of sound to the concourse and adjacent tenants.

Food and beverage tenants must isolate noises from food preparation, dishwashing, and cleaning areas as much as possible, using demising walls if necessary. Tenants are encouraged to install batt insulation in perimeter demising walls.

Music systems are permitted within leaseholds, but volumes must be controlled to limit the sound to the leasehold boundaries.

END OF SECTION 02

3.0 Food and Beverage Tenants

3.1 Tenant Locations

3.2 Counters

3.3 Display

3.4 Equipment

3.5 Lighting

3.6 Signage

3.6.1 Menu Boards

3.6.2 Pick-up/Order Signage

3.7 Storage

3.8 Health Department License and Permit

3.0 Food and Beverage Tenants**(Ref. TDH Sections 1.6, 2.0, 6.2)**

The DFW Airport offers passengers a diversity of food and beverage services focused on quality products at competitive prices, served quickly in a lean and well maintained environment.

It is especially important in an airport that the traveler be able to see clearly and quickly what is available and that it is perceived as attractive and inviting. To lure the customer, the tenant has a number of elements to work within the lease space, the storefront itself, the counter front, signage, menu boards, and merchandise displays.

3.1 Tenant Locations

There are two types of locations for food service tenants: Concourse lease spaces and neighborhood centers (food courts).

The concourse lease spaces all have frontage on the concourse and the food and beverage tenants must adhere to the same design criteria as any other tenant.

Neighborhood center tenants are located in clusters in each of the terminals. Neighborhood centers, or food courts, include common seating area and support facilities. **(Ref. TDH Section 8.2)**

Each neighborhood center bears a unified architectural theme.

3.2 Counters

The counter front must not exceed 34 inches in height. Counter fronts and countertops must be of a durable material that is easy to maintain. Counter front finish materials should complement the countertop and the overall design concept. Plastic laminate in accenting colors is acceptable, subject to Airport approval.

At concourse locations, counters must be set back a minimum of 3'-6" from the lease line to provide adequate circulation and queue space. The design should require customer queuing parallel to the storefront and **not** perpendicular into the concourse.

All counter fronts are to have a 6 inch high recessed toe space 4 inches deep. The face of this base should be covered in the same material as the adjacent floor.

Counter front materials are limited to stone, metals, solid surface materials, glass, plastic laminate (for accent only), and ceramic tile if it is used in at least three different sizes and two colors. 4 inch square ceramic tile cannot be used as the primary tile but as an

accent tile only. **Simulated natural products, barnboard, and metal laminates are not acceptable.**

A personnel access door in a counter front is permissible where no rear entry is available. It must be concealed by matching the adjacent counter front and counter top materials. Hinges and hardware must be concealed.

If the food tenant preparation area is an integral part of the visible service area, it must meet all storefront criteria for finishes and lighting. If the food tenant preparation area is not intended to be part of the visible service area, a separation wall is required, and all doors must have automatic closers.

3.3 Display

Creative display of food and beverages is required of all tenants. The presentation must be clean, well organized, and free of clutter.

Sneeze guards must be set back a minimum of 6 inches from the counter edge and be a maximum height of 4 feet – 6 inches above the finished floor. All horizontal joints are to be butt glazed for maximum visibility. Glazing must be of tempered glass or safety glass. No acrylic glazing is permitted.

The use of glass display cases is encouraged. They should be a maximum of 4 feet – 6 inches high above finish floor and must be constructed of a clear glass front, with stainless steel, brass, or other bright metal, and must sit on a standard 6 inch base. The width of display cases cannot exceed 25% of the counter frontage.

All display cases must be lighted and vented. Light sources must not be visible. The sides and back of the case may be mirrored.

Movable or portable displays are not permitted. No displays or signs are permitted in the public concourse beyond the lease line.

3.4 Equipment

(Ref. TDH Section 2.3.3)

Tenant equipment on counters is to be set back a minimum of 6 inches from the front counter edge and recessed into the counter top so that no portion exceeds 4 feet – 6 inches high above the finish floor, except self serve soda machines may exceed this height upon review and approval of the Airport. Beverage machines and other miscellaneous equipment on the counter are subject to design review. No simulated wood finishes nor trademark or supplier logos will be permitted on equipment within public view.

Napkins, condiments, utensils, straws, and trays must be set back a minimum of 6 inches from the front of the counter and must be dispensed from the permanent holders recessed into the front countertop.

All paper goods and supplies are to be stored in areas not visible to the public. All equipment is to be furnished, installed, and maintained by the tenant at the tenant's expense.

3.5 Lighting *(Ref. TDH Section 2.6)*

Lighting within the tenant leasehold is to be provide by the tenant.

3.6 Signage *(Ref. TDH Section 2.4)*

In addition to the basic signage, additional signage is normally required of food and beverage tenants. Menu boards and other signs must convey information in an organized, simple, straightforward manner so the traveler can absorb the information quickly and make choices with dispatch. This is to the advantage of both the customer and the concessionaire. The design and graphics of the signage are an integral part of the store concept. All supplemental menu graphics must be professionally produced, and temporary displays are not allowed. Specifics for this signage program are available from the TPC.

3.6.1 Menu Boards

Tenants are to provide one or more menu boards designed as an integral part of the design concept. Menu boards must have changeable price and menu graphics. Additional signage on menu boards is limited to the designated logo, point-of-sale graphics, and trade name only. Graphics depicting food items or a supporting overall image is encouraged.

Internally illuminated menu boards are not desirable. Preferable are externally illuminated menu boards using a supplemental light source. The use of photographs for food displays must first be approved by the airport, and then photographs must be produced by a professional. The graphic design of the menu board is to match the storefront identity in type, style and colors. At least two colors are to be used for the primary text, with one additional accent color, and there must be a minimum of two type styles.

"Daily Special" signs or signs for seasonal or temporary promotions must be integrated into the overall design of the menu board and of the back wall.

The top of the menu board must be a maximum of 8 feet – 0 inches above the finished floor and the board must be a minimum of 1 foot – 6 inches from the adjacent demising wall. It is to be mounted on the back wall of the lease space.

3.6.2 Pick-Up/Order Signage

All food tenants have the option to have “Order Here” and “Pick Up Here” signs. The design and materials must be consistent with the overall design and colors used in the space. All “Order Here” signs must be supported from the counter top and may not be suspended from the ceiling. The centerline of the sign shall be 5 feet – 9 inches above the finished floor and have a maximum letter height of 2-1/2 inches. Sign details are to be submitted to the airport for approval as a part of the entire design package.

3.7 Storage

The tenant's supplies must be stored on the appropriate racks or in cabinets within the tenant's leasehold. Such storage must be concealed from public view with doors or sliding panels.

3.8 Health Department License and Permit

The tenant is responsible for securing the appropriate Health Department licenses and permits from the Airport's governing health department agency. Additional information is available through the TPC.

END OF SECTION 03

4.0 Retail Tenants

4.1 Merchandise Displays

4.2 Specialty Signage

4.3 Fixtures, Furnishings, and Equipment

4.0 Retail Tenants (Ref. TDH Section 1.5, 2.0)

Retail storefronts along the concourses are intended to feature merchandise and invite the customer to shop. Each retailer has the opportunity to develop a store design that creatively displays the unique character of the store and the products being offered. The aim of the design criteria is to support the store concept and aid national, regional, and local tenants in producing a high quality, distinctive look for their space. All retail tenants along the concourse are to have storefronts designed according to the storefront criteria.

4.1 Merchandise Displays

The storefront control zone is the area behind the storefront where merchandise is displayed. Because this is where the customer receives his first full impression of the store, it is critical that special attention be paid to the area through the use of fixtures, raised platforms, props, furniture, mannequins, etc. These elements are to be consistent with the space in both design and materials. The Airport controls the use of windows and determines the appropriateness of their location.

4.2 Specialty Signage (Ref. TDH Section 2.4)

All signage on and within the tenant's space is subject to design review and approval, including all signs for sales and seasonal promotions, and for product displays. Signage of this type can be no larger than 24 inches by 24 inches within the storefront control zone and must be approved by the Airport before being installed.

Signage must be professionally designed and produced in colors and materials consistent with the overall store image.

4.3 Fixtures, Furnishings, and Equipment

All fixtures, furnishings, and equipment shall be provided at the tenant's expense. Fixtures and furnishings play an important role in establishing the character of the store. They should be made of high quality, durable materials similar or complementary to those in the space. No simulated wood grain or other simulated materials can be used on fixtures or furniture.

The fixture layout should allow for passengers with hand-held luggage, bag carts, and baby strollers, as well as persons in wheelchairs who need maneuvering room. Any equipment used in the store visible to the public must be compatible with store design.

All fabrics or carpets are required to meet Type 1, Class A fire retardant requirements as defined by the governing codes and their accepted testing agencies; such as ASTM E-84. Fabrics used as wall or ceiling finishes must have a flame spread rating not to exceed 200. Carpet on walls and ceilings must have a flame spread rating not to exceed 25.

END OF SECTION 04

5.0 Kiosks

5.1 General Requirement

5.2 Canopy Elements

5.3 Counters

5.4 Circulation Zone

5.5 HVAC Requirements

5.0 Kiosk (Ref. TDH Section 2.0, 3.0)

The Kiosk program offers quick food and retail services to passengers with limited time. Since the kiosk is a self-contained unit and may or may not have access to water or plumbing, the tenant must design it for maximum efficiency and flexibility. Design appropriateness and integration with the overall airport scheme will be considered in the review process

5.1 General Requirement

Kiosks are located in Neighborhood Centers where ceilings and floors are in place, and as storefront tenants along the concourse. As free standing fixtures, **kiosks must have a finish and appearance equal to that of furniture.**

5.2 Canopy Elements (Ref. TDH Section 2.0)

The design of the overhead element, or canopy, must be integrated with that of the kiosk and of the surrounding building. The overhead element is to be a light, open structure that defines the kiosk and provides for integrated signage. Vinyl awnings are not permitted, nor are internally illuminated boxes. Around the perimeter, the bottom of the canopy must be at least 8 feet from the floor. Depending on where the kiosk is located, the overall height may vary and is subject to Airport approval. When conditions allow, vertical elements and dramatic forms are encouraged.

5.3 Counters

The design of the counter is critical in expressing the theme of the kiosk. Counters must be 34 inches high and have a toe space 6 inches high and 4 inches deep. Display cases may compose 25% of the counter frontage when not exceeding 4 feet - 6 inches in height above finish floor. Lower display cases may compose up to 75%, with Airport approval. All kiosks are to consist of durable, high quality material that relates to a common design theme. Acceptable materials include:

1. Solid surfacing plastics .
2. Marble and other kinds of stone.
3. Stainless steel and other kinds of metal.
4. Wood (minimum of two contrasting types).

Kiosks located in neighborhood centers must be designed to complement the theme of the neighborhood.

5.4 Circulation Zone

Kiosk tenants are required to maintain a minimum circulation zone of 3 feet - 6 inches around the counter line. The setback is effective from the lease line on all four sides, unless the tenant backs up to a back wall.

5.5 HVAC Requirements

(Ref. TDH Section 6.2)

Kiosk tenants producing heat, steam, or odors from food preparation or other activities must provide mechanical exhaust systems to remove them from the terminal.

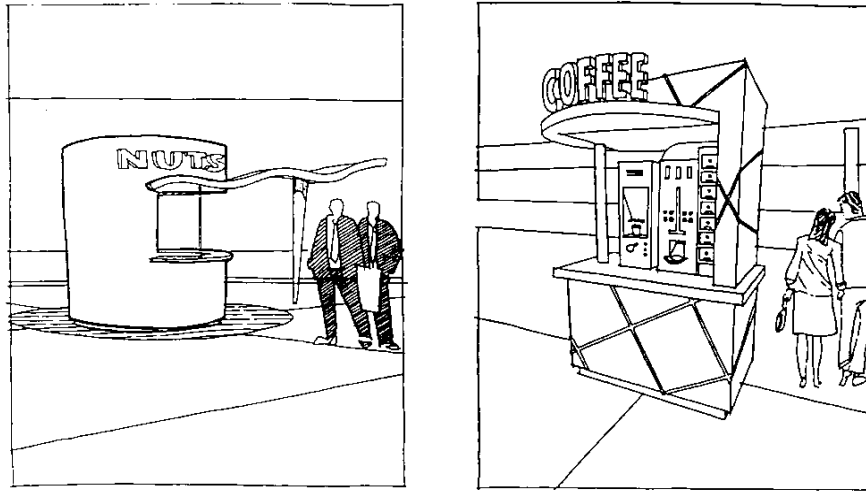


Figure 5.1- Examples

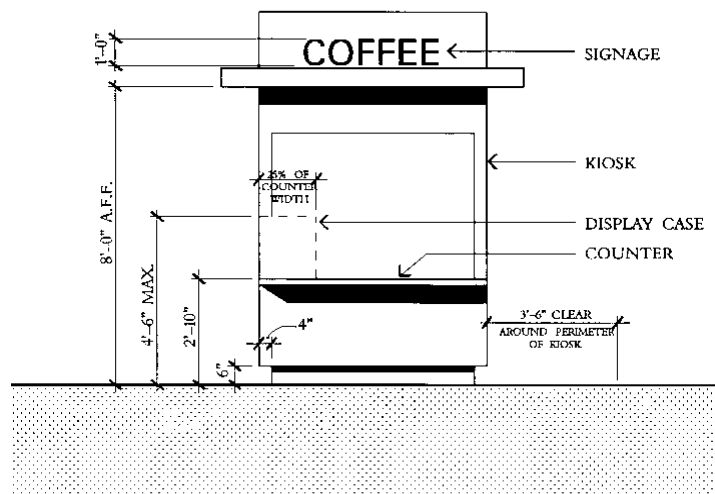


Figure 5.2 – Schematic Elevation

END OF SECTION 05

6.0 Construction**6.1 Procedures**

- 6.1.1 Tenant Examination of Site
- 6.1.2 Temporary Partitions
- 6.1.3 Security
- 6.1.4 Construction Access
- 6.1.5 Coordination

6.2 Mechanical, Electrical, and Plumbing Requirements

- 6.2.1 HVAC
- 6.2.2 Electrical
- 6.2.3 Plumbing
- 6.2.4 Fire Protection
- 6.2.5 Telephone
- 6.2.6 Natural Gas
- 6.2.7 Code Requirements

6.1 Procedures*(Ref. DFW Design Criteria Manual)*

These construction procedures are intended to allow flexibility and accessibility to the tenant's contractor for the timely execution of his work without interruption to airline operations or passenger flow, or breach of airport security. Airport and airline operations and security must not be affected during any sequence of tenant construction; therefore, some construction may be required during restricted working hours and at night.

6.1.1 Tenant Examination of Site

By executing lease documents, tenants represent that they have:

1. Visited the site.
2. Made due allowances for difficulties and contingencies to be encountered.
3. Compared contract documents with work in place.
4. Informed themselves of existing conditions and work being performed by others.
5. Notified the TPC of any inconsistency or error they have discovered within the lease or between the Lease Exhibit and existing conditions.
6. Agreed to inspection terms during construction and will provide verified as- built drawings to the TPC.

6.1.2 Temporary Partitions

The tenant is to provide and maintain temporary dust partitions to seal openings to all adjacent areas, provide temporary security, and provide protection to the public during construction. The following points also apply:

1. Temporary construction partitions must be located a maximum 2 feet beyond the lease line.
2. Partitions must extend the full height to the existing structure or ceiling to positively seal off the construction area. Partitions in view of the public are to be vinyl covered gypsum board on metal studs. **EXCEPTION:** Partitions at neutral frame canopies which will project beyond the 2 feet partition location are to be built 8 feet high with a polyvinyl sheet drape closure to the ceiling or structure above, or as otherwise directed by the TPC.
3. All finishes are to be returned to their original condition when temporary partitions are removed.
4. Airport approved construction signage is encouraged on temporary partitions.
5. Access doors into construction areas must be solid core or hollow metal doors with commercial grade hardware and must be mounted in hollow metal frames.
6. No mechanical or adhesive fasteners are allowed to expose building finishes in the construction of this partition.
7. Plans and Elevations for the partition are to be submitted with the construction document submittal.

6.1.3 Security

The tenant is entirely responsible for the security of the leased premises during construction, and must take all necessary steps to maintain airport security. The most current Airport and FAA requirements for Airport security are available through the TPC. The Airport shall have no liability for loss or theft of any property.

The contractor shall enter the building at landside entrances approved by the TPC.

Access by airside or AOA ramp is strictly prohibited. Access to construction areas within the building must be through passageways and corridors as approved by the TPC. The access route must be shown on construction documents.

All contractors and subcontractors are required to be badged by DFW Airport. Badge applications are to be secured and processed through the TPC and Concession Departments. Badges are then issued by the DFW Operations Department.

The tenant is to provide the TPC with access to the leasehold during construction.

6.1.4 Construction Access

(Ref. DFW Design Criteria Manual)

During construction on the lease space, the tenant is responsible for maintaining proper and safe public and airline employee access to the terminal at all times. The tenant's contractor is to keep all terminal areas and access points outside of the lease space free of construction materials, tools and debris at all times.

The tenant must submit in writing a construction phasing and operation plan to be reviewed and approved by the TPC. The plan is submitted with the Permit Documents submittal and is reviewed at the preconstruction conference preceding the commencement of construction.

6.1.5 Coordination

The tenant and his contractors must be aware that they **can not** interrupt services or affect airline operations without properly notifying the TPC. The following should be noted relative to any interruptions.

1. Requests for interruptions to utilities and services must be submitted to the TPC at least 96 hours in advance; permission from the TPC must be in writing.
2. Utility lines must be located and traced to determine the impact of outages on operations in the building.
3. The tenant is responsible for any loss or claim – including consequential damages – resulting from unauthorized interruptions.

4. Every effort must be made to minimize any inconvenience to others caused by interrupting services or obstructing access to the premises.
5. Demolition and remodeling must be scheduled with the TPC so as to allow other tenants to conduct their business as usual.

Any discovered construction, furnishings, or articles having historic or private value shall remain in the possession of the Airport. The tenant (or the discoverer) must promptly notify the TPC of the discovery and must protect the discovery from damage. The TPC will ascertain what the Airport wishes to do with the discovery and promptly advise the tenant.

DFW Airport may determine that certain items have salvage value and may remove them from existing spaces.

In some areas of the terminal, work may affect Airport Train operations. Construction of tenant spaces must conform with the operational and construction restrictions and requirements at or above the Airport Train right-of-way. The tenant is responsible for complying with all restrictions relative to the Airport Train operations.

The Tenant Project Coordinator and the Airport retain the right to suspend or change construction procedures or operations during weather emergencies or other times when construction impedes or obstructs airline or airport operations. The contractor must comply with such suspensions or changes without claim of damages to the Board, airlines, other airport tenants, or agents.

If the contractor fails to correct operational impediments or remove obstructions, the TPC may direct necessary corrective action, and the costs for such action will be borne by the tenant.

6.2 Mechanical, Electrical, & Plumbing Requirements

(Ref. DFW Design Criteria Manual)

DFW International Airport has in place an MEP infrastructure adequate to accommodate the needs of the concession program. The existing MEP system will satisfy project meeting requirements in the design standards for the Airport. Supplemental requirements or unusual circumstances caused by tenant development may demand that supplemental equipment be installed by a contractor qualified to perform work at the tenant's expense. Modifications, tie-ins to existing services, and supplemental equipment construction must be engineered, sealed and signed by a registered professional engineer.

Plans must show all routings and connections of new services to existing lines, ductwork, piping, telephones, switchboards, or motor control centers. The tenant must demonstrate that existing utilities will support new lease space design loads, and provide completed heat loss/gain and electrical power calculation forms provided in this manual. ***(Ref. Heat Loss/Gain and Electrical Review Schedules)***

6.2.1 HVAC***(Ref. DFW Design Criteria Manual)***

The Airport is served with chilled and heated water from a central utility plant. Air handling units are currently in place to provide a standard design capacity in each terminal building Airport wide. The tenant must verify the existing air supply to the leasehold and determine how much more, if any, is needed.

The existing primary air ductwork may be used to cool the leasehold, provided engineering calculations show that it is adequate to meet new leasehold design loads.

The HVAC design of each leasehold must meet the following criteria.

1. Heating - Winter inside comfort design temperature: 75°F db.
2. Cooling - Summer inside comfort design temperature: 75°F db.
3. Outside design temperatures - As indicated in the current edition of the ASHRAE Manual of Fundamentals, 2-1/2 percent conditions.
4. Chilled water coils should be designed for a 24°F temperature differential.
5. The existing maximum supply air to conditioned building areas is calculated at 2.0 cfm/s.f. The tenant is responsible for supplying supplemental HVAC if additional air- conditioned air or make-up air is required because of increased loads in the leasehold.

The Tenant shall provide the engineering design and installation of the HVAC system including the following:

1. All medium pressure ductwork from the main trunk ducts to the VAV boxes or induction boxes, including duct taps and control dampers at the top.
2. Fan powered VAV boxes or induction boxes, and modifications to the temperature control system, depending on the existing system in the lease area.
3. All low-pressure ductwork, including that necessary for supply, return air, exhaust, and make-up air.
4. All grilles and diffusers for supply, return air, exhaust, and make-up air.
5. All required controls. All equipment must be compatible with existing pneumatic operators and direct digital and direct analog controls (DDC and DAC); used in the terminals. The tenant is responsible for verifying conditions at leasehold, and for connecting and extending the pneumatic control air.

6. A heating system using fan powered VAV boxes or induction boxes with hot-water coils and the required hot-water piping.
7. A kitchen hood exhaust and tempered (heating and cooling) make-up air systems package that includes both exhaust fans and make-up air fans. Hood is to be a “compensating” hood. For alternate, contact the TPC. It must be installed by a qualified contractor and the submitted design must include sizing and roof penetrations.
 - a. Roof exhaust fans must be of the belt drive, upblast, vertical discharge type, and must bear the AMCA certified ratings seals for air and sound performance. There must be a built-in grease drain.
 - b. The filtered make-up air unit should have belt-driven double width/double inlet, forward curved centrifugal supply fans.
 - c. The prewired control center must include, but not be limited to, an integral master disconnect switch with fuse blocks for main power connection, magnetic motor starters with thermal overloads and manual reset, a fused 115 volt control transformer, and a distribution terminal control strip for connecting the control wiring. Wiring must be complete, requiring only one-point field connection for power service and one-point field connection for low voltage.
 - d. The required unit is a Greenheck Model KSU or approved equal. Complete specifications are available from the TPC.
8. All supplemental cooling and heating service must be designed by the tenant's engineer and installed by a qualified contractor. Supplemental chilled and heating water air-handling units may be installed within the tenant's lease space or, with special Airport approval, may be installed on the roof. Air handling units shall be McQuay, Temtrol, Trane, or approved equal double-walled, insulated units.

Supplemental DX units are not desirable and will be subject to Airport approval. All other resources must be considered first and approval will be granted only if documented evidence shows that the units are necessary and unavoidable. Location and size of rooftop equipment penetrations will be subject to Airport review and approval. **(Ref. TDH Section 2.2.3)**

6.2.2 Electrical

The tenant is responsible for the engineering design and installation of electrical service to his lease space. This includes panels, transformers, wire and conduit, light fixtures, switches, outlets, and any other items required to complete a functional system. Panels and transformers to be located within the lease space, unless otherwise approved in writing by the TPC.

6.2.3 Plumbing

The Tenant is responsible for the engineering design and installation of the plumbing system for the lease space, including:

1. All domestic cold water piping.
2. All domestic hot-water piping, including electric hot-water heaters.
3. All sanitary sewer (waste) piping, including floor drains, grease interceptors, etc.
4. All sanitary sewer vent piping.
5. Water heaters when required. They must be readily accessible and include T&P relief- valve piping to the nearest floor or hub drain in the lease space
6. Domestic hot-water heaters for hand sinks if required. They must be electric, fully insulated, and designed for a service water temperature not to exceed 140 F.

All sanitary, vent, and cold-water piping must connect to existing lines in the immediate tenant area and be furnished and installed by the tenant.

For food service areas, all tenant drainage piping must be connected to a grease waste line extending to a grease interceptor. Locations should be coordinated with existing conditions, and tenant operations. Additional requirements available through TPC.

The tenant must test all existing waste lines for capacity and he is responsible for any necessary cleaning or repairs to existing plumbing before connections are made.

6.2.4 Fire Protection

(Ref. DFW Design Criteria Manual)

The tenant shall provide the engineering design modification and installation of the fire sprinkler system, which shall include:

1. The design, modification, and installation of wet-pipe fire sprinkler systems.
2. The design, modification, and installation of new and/or existing fire sprinkler heads for lease space layout.
3. The design and installation of adequate fire protection systems for such equipment as kitchen grease hoods, as required.

The kitchen hood fire protection systems shall not be connected to the building fire alarm system.

If the tenant adds supplemental air handling units to the lease space, his contractor must install duct-mounted smoke detectors that are connected to the building's fire alarm system. The contractor installs new devices, wiring, etc., and the final connections to the building's fire alarm system are coordinated through the TPC and made by DFW fire alarm personnel.

The Airport terminals are equipped with fire alarm and audio visual devices. The requirement for and location of these same devices within the tenant lease space will be handled on a case by case basis through the TPC.

Lease spaces are not independent fire protection zones. Fire protection zones are based on column locations, and several leases may be in the same fire protection zone.

The Airport terminals' fire alarm system is a Honeywell Intelligent FS-90 Plus system. Added devices must be compatible.

6.2.5 Telephone

Lease space telephone systems must be provided by the tenant, who should contact **Verizon** for service and a local vendor for the instruments.

6.2.6 Natural Gas

Natural gas is not available for tenant use.

6.2.7 Code Requirements

(Ref. TDH Section 7.2)

The tenant is to comply with all applicable building codes.

END OF SECTION 06

7.0 Responsibilities and Procedures

7.1 Organization

7.1.1 Professional Responsibility Statement

7.1.2 Information Releases

7.1.3 Accessibility Standards

7.1.4 DFW Design Criteria Manual

7.2 Codes

7.3 Submittal Process

7.3.1 Schematic Design Phase and Submittal

7.3.2 Contract Document Phase and Submittal

7.3.3 Permit Documents Phase and Submittal

7.3.4 Review Process

7.4 Attachments

7.0 Responsibilities and Procedures

The tenant is required to review and be familiar with the procedures described in this Manual. The aim is to expedite the design submittal and approval process, which is overseen by the DFW Concession Team. (*Ref. Figure 7.1*)

7.1 Organization

The DFW Concession Team is coordinated by the Tenant Project Coordinator (TPC), who administers the submittal and approval process for tenants. The TPC assists in the various steps of the application/review/construction process and reviews the application for compliance with this Manual. Tenants submit applications to the TPC, who coordinates the application with DFW International Airport's Code Enforcement Department, the governing health agency (if food and beverages are involved), and the DFW Commercial Development Department.

7.1.1 Professional Responsibility Statement

All facilities located within the boundaries of the airport must be designed by a practicing professional architect and/or engineer licensed in the State of Texas. The professional must sign and seal the work, which must be confined to the profession in which he/she is licensed.

7.1.2 Information Releases

Through press releases and the release of information in general, the Airport keeps the public informed and maintains public interest and support for Airport activities. News releases should reflect the overall activities, goals, and objectives of the Airport, rather than emphasize an isolated event. Thus, all communications to the public media must first be submitted to the Public Affairs Office for approval and coordination with other releases.

7.1.3 Accessibility Standards

All facilities shall be designed and constructed in compliance with current Americans with Disabilities Act Accessibility Guidelines (ADAAG) and with Texas Accessibility Standards (TAS) guidelines. Tenant is responsible for making required submittals to the appropriate agencies. (*Ref. DFW Design Criteria Manual*)

7.1.4 DFW Design Criteria Manual

All Tenants, architects, engineers, and contractors must be familiar with this Manual as well as with the applicable sections of the DFW Design Criteria Manual and adopted Airport codes.

The DFW Design Criteria Manual is published by the Code Enforcement Section of the Airport Development Department. The purpose is to inform architects and engineers of acceptable design parameters for the design of construction improvements within the boundaries of the Airport.

While this Manual refers to legally binding codes and standards that have been adopted by the Airport Board, it is not in itself a code, standard, or specification, but rather a guide for the tenant's design consultants. This Manual must **NOT** be referred to in construction documents. Such notations as, for example, "Construct in accordance with Design Criteria Manual" are not permitted.

7.2 Codes

Tenant design and construction must comply with applicable federal, state, and local laws, statutes, orders, codes, ordinances, and regulations that are legally applicable to the work to be performed. The DFW Airport Board and the Cities of Dallas and Fort Worth have adopted the 'DFW Construction and Fire Prevention Standards Resolution and Amendments to the Codes', for all construction within the boundaries of the Airport.

When DFW adopts new standards (model codes with local amendments), there will be a grace period of 180 days following the adoption of new standards during which design in progress can follow either of the two Standards, unless otherwise directed by Board Action.

7.3 Submittal Process

Upon execution of a lease with DFW Airport, the tenant will schedule a Pre-design meeting with the TPC, which will include the tenant's architect. At the Pre-design meeting the TPC will provide the tenant a Lease Exhibit applicable to his/her particular space, and any interim design modifications regarding this Manual, the codes, and the Airport design criteria. Working from this information, the tenant develops the plans and specifications required for the design review and the tenant construction application, and ultimately for construction. (*Ref. TDH Section 6.0*)

All tenant improvements are subject to the approval of the TPC, and the DFW Code Enforcement Department. Tenants must submit one construction application and required attachments for each project. Plans must be submitted in three phases: schematic design, contract documents, and permit documents.

Variances to the criteria are approved on a case-by-case basis. Such approval must not be construed to apply to any other case, hence variances must be identified and requested in each submittal.

If there are any deviations between the criteria drawings in this Manual and the Airport's Lease Exhibit, the latter will apply.

Prior to plan development, before the construction bidding process, and commencement of construction, the tenant or the tenant's architect must make on-site inspections of the leased premises. **The purpose is to verify the as-built location, conditions, and physical dimensions of the leased premises, and to assure that the final contract documents conform to them. Failure to do so shall be at the sole risk and expense of the tenant.** All submittals to the TPC must include the lease space location and the Construction Application number once issued.

7.3.1 Schematic Design Phase & Submittal

Schematic design drawings should reflect the tenant's conceptual ideas of a particular store. They allow the TPC to know the tenant's intentions and to review the scheme for the overall project integration and compliance with basic design criteria. Schematic Design submittal must include the following:

1. Preliminary floor plans, reflected ceiling plans, and demolition plan (minimum ¼ inch = 1 foot) indicating interior design concept.
2. Typical interior elevations (minimum ¼ inch = 1 foot).
3. Storefront elevation and section, including any graphics and signage and indicating all materials and finishes (minimum ½ inch = 1 foot).
4. Preliminary sign details, menu boards and graphics, and temporary sales signs (minimum 1 ½ inch = 1 foot).
5. A preliminary finish schedule and illustration boards (maximum 11 inch x 17 inch) with clearly labeled and firmly attached samples and color chips.
6. A preliminary project schedule.
7. Architects statement of site visitation.

7.3.2 Contract Document Phase & Submittal

The contract document phase leads to the final review of the project. This phase should include construction documents as follows:

1. A Key Plan: Showing the location of the concessionaire within the terminal and include a construction access information.
2. Floor Plan: (minimum scale ¼"=1 foot): indicating storefront construction materials, colors, and finishes; security grille location (if required); location of partitions and type of construction; placement of merchandising fixtures; and locations of toilet rooms, indicating placement of plumbing fixtures.
3. Reflected Ceiling Plan: (minimum scale ¼"=1 foot): indicating ceiling materials and conditions; ceiling heights; location of all light fixtures, their manufacturer's name and catalog number, lamps to be used, and mounting (recessed, surface,

etc.); location of sprinkler heads; location of HVAC grilles; and location of plenum access panels.

4. Storefront Elevation and Section: (minimum scale $\frac{1}{2}$ "=1 foot).
5. Typical Interior Elevations (minimum scale $\frac{1}{4}$ "=1 foot).
6. Updated Interior Finish Schedule and any samples not presented in the schematic design. Samples should be attached on illustration boards (maximum 11 inch x 17 inch) with clearly labeled and firmly attached samples and color chips. Must correspond with drawing reference.
7. Sign Details (minimum scale $1\frac{1}{2}$ "=1 foot): Indicating elevation and section views, letter style and size, all colors and materials, methods of illumination, color of illuminate, and voltage requirements. Food tenants must include menu board details as well as any proposed method of temporary signage (sales, daily or weekly specials) including location, size, materials, color, letter type, and framing method.
8. Mechanical drawings, including electrical, HVAC, plumbing and sprinkler, and load summaries. Drawings must indicate connected electrical loads, and weights of heavy equipment, cases, etc.
9. Utility connections for water, sewer, electrical, telephone and lighting; building mechanical, plumbing, electrical, lighting, fire protection, fire alarm plans to scale; detailed riser diagrams; and load schedules. Incorporate Figures 32, 33, and 34 into the drawings. (**Ref. Figures 7.2, 7.3, 7.4**)
10. Updated Project Construction Schedule.
11. A demolition plan: (minimum scale $\frac{1}{4}$ "=1 foot): Indicating all existing partitions, finishes, HVAC and MEP equipment, etc., to be removed, abandoned in place, or reused.
12. Temporary construction barrier partition plan (minimum scale $\frac{1}{4}$ "=1 foot), and partition elevation with proposed graphics (minimum scale $\frac{1}{4}$ "=1 foot).
13. A DFW Construction Application (CA) form fully executed by the tenant.

Specifications not on drawings should be submitted on 8-1/2" x 11" paper. The documents at this point should contain all of the revisions requested prior to this submittal. Contract documents submittal must be signed and sealed by the architect/engineer responsible for preparing them. Upon completion of the review of this submittal, the TPC will issue written review comments for inclusion into the permit documents submittal.

7.3.3 Permit Documents Phase & Submittal

The permit documents submittal which is submitted to the TPC, consists of the following documents:

1. Permit documents sufficient to demonstrate compliance with the applicable Building Codes and Criteria Manual's and this Manual. All documents to reference the construction application (CA) number and the lease space reference number.
2. Copy of the executed contract between the tenant and the general contractor.
3. Copy of contractor's insurance policy (Certificate of Insurance).
4. Copy of the contractor's payment and performance bonds, if the cost of the project is \$25,000 or greater.
5. Submittal of Funding Affidavit, with cover letter, for Airport approval; forms are available from the TPC.
6. Permit fee check and Construction Application form (revised per current construction cost).
7. Copy of lease exhibit with any applicable variances that may have been negotiated.
8. Two copies of project construction schedule, construction phasing and operation plan, and contractor/sub-contractor directory.

Once the permit documents have been reviewed and approved, a permit for construction will be issued, and a pre-construction meeting scheduled.

7.3.4 Review Process

A minimum of two weeks should be allowed on each submittal for review and approval. Review time will vary, depending upon the project's size, complexity, whether the approval of an outside agency is necessary, and the number of projects being reviewed at one time. In the event changes or modifications to the submitted material are required, conditional approval may be given, contingent upon ultimate satisfaction of the changes noted.

The TPC distributes the plans to the various concession team members, who review the submittal for compliance with the Design Criteria Manual and referenced codes. Simultaneously, the TPC reviews the plans for compliance with this Manual. The governing health department agency reviews all submittals from food and beverage tenants.

When the TPC has received all comments, copies of them are returned to the applicant for review and response. Once this is completed to the satisfaction of all, an approval letter along with the approved application is sent to the tenant. Before issuing the

construction permit, the TPC must have three final signed and sealed sets of contract documents. After verification by the Airport, one of these sets must be kept at the job site. The applicant is not permitted to commence any of the work before posting a fully executed and approved copy of the application in a visible location convenient to the site. Construction must commence within a reasonable period of time as defined in the lease agreement and the Construction Application form.

Revisions made after the approval of documents and during construction, must be coordinated and approved by the Airport before their installation.

Before the final Certificate of Occupancy will be issued, the tenant must provide the TPC with one set of mylars and two sets of prints of a complete set of as-built record documents, as well as the completed environmental checklist that is attached to the construction permit and two copies of air balance test reports.

END OF SECTION 07

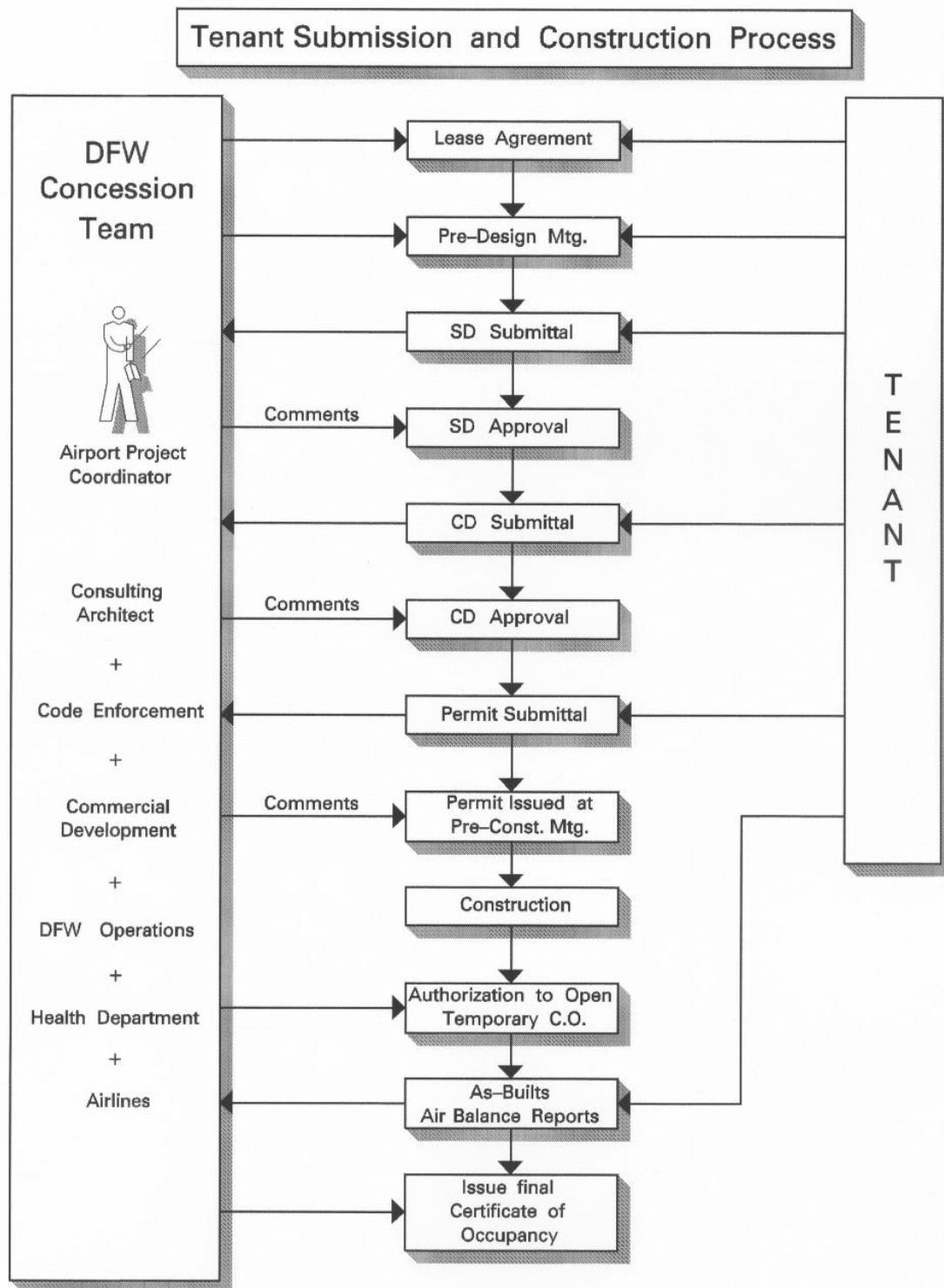


Figure 7.1

HEAT LOSS SCHEDULE

Project:	
Tenant:	
Type of Store:	Area: X = sq. ft.

	Item	Room: Number							
		Name							
		1 Area (sq. ft.)							
		2 Ceiling height (ft.)							
	3	Volume (cu. ft.)							
EXTERIOR LOSSES			Factor	Quantity	BTUH	Quantity	BTUH	Quantity	BTUH
D Y A C Y L E	4	Roof							
	5	Wall							
	6	Glass							
	7	Infiltration							
	8								
	9	Sub Total (4 thru 8)							
N C I Y G C H L T E	10	Roof							
	11	Wall							
	12	Glass							
	13								
	14	Sub Total (10 thru 13)							
INTERIOR GAINS									
D C	15	Lights (25% Credit)	0.25						
A Y	16	Other							
Y C	17	Sub Total (15 + 16)							
NET HEAT LOSS									
D Y A C Y L E	18	Room Load (9 less 17)							
	19	Average Room Load per sq. ft. (lt. 18/lt. 1)							
	20	Total Tenant Area (Sum of Item 1)							
	21	Tenant Grand Total Load (Sum of lt. 18)							
	22	Avg. Tenant Load per sq. ft. (lt. 21/20)							
N C G Y T C	23	Avg. Room Load per sq. ft. (lt. 14/1)							
	24	Tenant Grand Total Load (Sum of Item 14)							
	25	Avg. Tenant Load per sq. ft. (lt. 24/lt. 20)							

- Notes:
1. Refer to Design Criteria for design conditions.
 2. Overall Coefficient of Heat Transfer ("U" Value) of Tenant Wall is dependent on tenant's inside wall construction.
 3. For Tenant's Load in Watt per sq. ft., divide appropriate "BTUH" column by 3.413.

Figure 7.2

HEAT GAIN SCHEDULE

Project:									
Tenant:									
Type of Store:					Area:		X		= sq. ft.

		Room: Number							
		Name							
		1 Area (sq. ft.)							
		2 Ceiling height (ft.)							
		3 Volume (cu. ft.)							
SENSIBLE GAINS			Factor	Quantity	BTUH	Quantity	BTUH	Quantity	BTUH
A B C O L V G E	4	Roof							
	5	Wall							
	6	Lights							
	7								
	8	Sub Total (4 thru 7)							
B E I L O I W N G	9	Roof							
	10	Wall							
	11	Glass							
	12	People							
	13	Infiltration							
	14	Equipment							
	15	Lights							
	16								
17	Sub Total (9 thru 16)								
LATENT GAINS									
B E C L L O G W	18	People							
	19	Infiltration							
	20	Equipment							
	21								
	22	Sub Total (18 thru 21)							
ROOM CONDITION									
B E I L L O I W N G	23	Total Load (Its. 17 + 22)							
	24	SHF (It. 17/23)							
	25	Supply Air TD							
		Supply Air CFM							
	26	[(It. 17/(1.08 X It. 25)]							
		CFM/sq. ft.							
	27	(It. 26/It. 1)							
	28	Air Change/Hour [(It. 26 X 60)/It. 3]							
	29	Room Grand Total (Its. 8 + 17 + 22)							
	30	Avg. Room Load/sq.ft. (It. 29/It. 1)							
	31	Total Tenant Area (Sum of It. 1)							
	32	Tenant Grand Total Load (Sum of It. 29)							
	33	Avg. Tenant Load/sq. ft. (It. 32/It. 31)							
	34	Avg. Tenant CFM/sq. ft. (Sum of It. 26/It. 31)							

Note: 1. Refer to Design Criteria for design conditions and applicable Temperature Differentials, etc.

Figure 7.3

ELECTRICAL REVIEW SCHEDULE

Project:	
Tenant:	
Type of Store:	Area X =sq.ft.
Circuit Breaker installed in Owner's Distribution Panel to Serve Tenant: Size: _____	
Frame: _____ A/C Rating: _____ Voltage: 277/480, Poles 3	
Service Conductors/ Conduit from Owner's Distribution Panel to Tenant Distribution Panel:	
Conductor Sizes: Phase: _____ Neutral: _____ Ground: _____ Conduit Size: _____	

Loads	Connected KVA	Design Factor (%)	Design KVA
Lighting		125	
Receptacles		••	
Transformers		125	
Motors		125 (largest) + 100	
Heating		•	
Air Conditioning		•	
Miscellaneous		100	
Spares & Spaces		100	
Kitchen		(See NEC)	
Hot Water Heater		125	
Totals:	_____ KVA		_____ KVA
	_____ KVA		_____ VA/SF
*Largest Coincident Load A/C, Heating			
** First 10 KVA @ 100% (Remainder @ 50%)			

Tenant Finished Equipment Sizes		
Main C/B in Tenant Distribution Panel (TDP): _____	Size: _____	Frame: _____
	Trip: _____	A/C Framing: _____
Step Down Transformer-KVA: _____	Secondary Voltage: _____	Phase: _____

3 Phase Fault Current Data	
Panelboard: _____	Max Avail. 3 Phase Fault Current: _____
Panelboard: _____	Max Avail. 3 Phase Fault Current: _____
Panelboard: _____	Max Avail. 3 Phase Fault Current: _____
Panel: _____	Max Avail. 3 Phase Fault Current: _____

Figure 7.4

8.0 Special Conditions

8.1 Corners

8.2 Neighborhood Centers

8.3 Exterior Glazing

8.4 Multiple Tenants / Single Bay

8.5 Partial Bay

8.1 Corners

Tenants occupying a corner space are encouraged to use both exposed sides to create an open atmosphere. Corner locations offer opportunities for unique and innovative design solutions. The display windows or store entrances on the two sides should be integrated in design. Particular attention should be paid to how the furrdown and proposed signage canopy integrates with the ceiling beam at the tenant's specific location.



Figure 8.1 - Perspective

8.2 Neighborhood Centers

(Ref. TDH Section 1.5, & 3.0)

Food courts or "neighborhood centers" are developed in each of the terminal concourses. Common seating areas and enhanced architectural themes create a neighborhood environment for food, beverage, and retail tenants. Because of variations in the architecture of each terminal, the neighborhoods have similar concepts but take on an individual identity. Each neighborhood is highlighted with special graphics, icons, and lighting treatments. The airport provides the following for the neighborhood tenants:

1. Finish-out of the common seating area, complete with furnishings.
2. Furrdowns around the perimeters of tenant storefronts.
3. Demising wall framing and end-cap elements between tenants.
4. Basic grease interceptor stub-outs to a central distribution point.



Figure 8.2 - Perspectives

Design, finish-out, equipment, and all supplemental MEP requirements are to be provided by the tenant. Structural modifications and supplemental MEP requirements are to be handled by contractors qualified to perform such work.

In the neighborhood centers, the face of the counter front may be flush with the lease line. It is permissible to project past this face as much as 4 inches for a countertop decorative edge or for under-counter lighting.

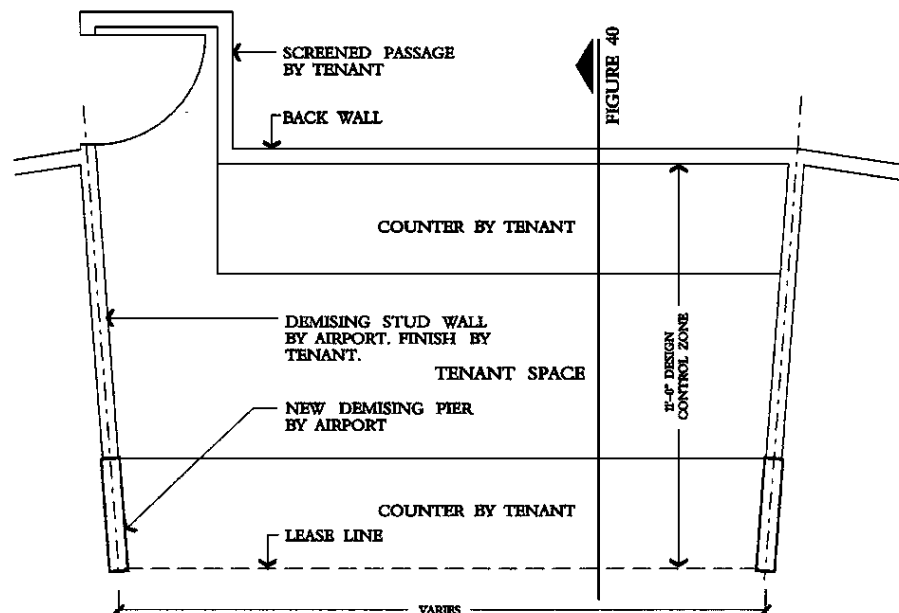


Figure 8.3 - Plan

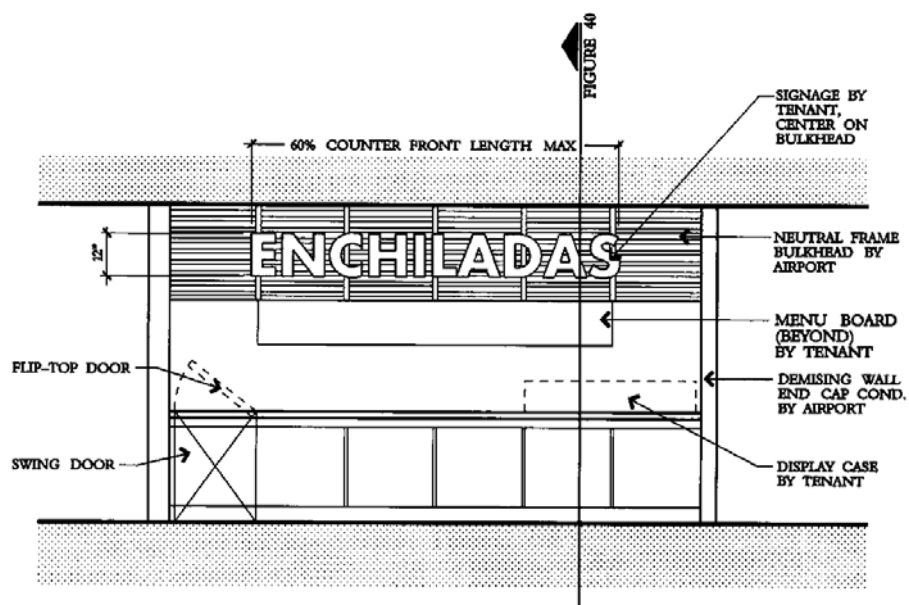


Figure 8.4 - Elevation

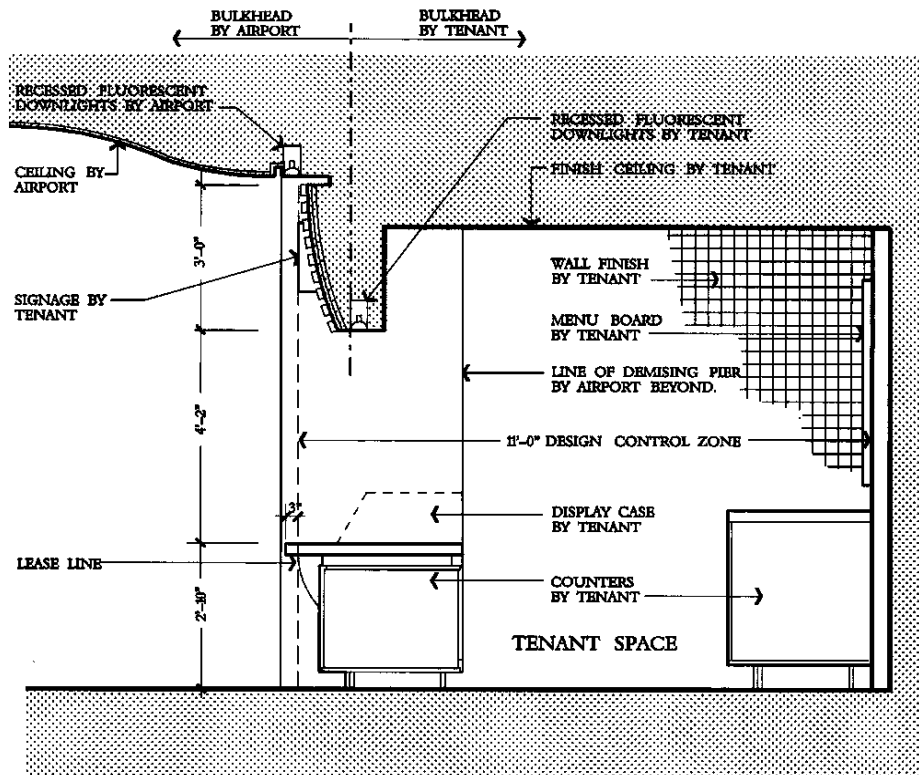


Figure 8.5 - Section

8.3 Exterior Glazing

Tenants who have exterior glazing in their lease spaces are encouraged to design the interior to optimize views toward the Airport exterior. Tenants are expected to approach these situations as design opportunities and should be as creative as possible to maximize the condition. Full-height glazing is encouraged.

The treatment of exterior glass is reviewed for design approval by the Airport on an individual basis.

8.4 Multiple Tenants / Single Bay

In some instances, multiple tenants will share a single structural bay along the concourse. In such cases, each tenant has a furrdown, a signage canopy, and a primary sign. A new demising pier is added to the demising wall separating the tenant spaces. The demising pier extends from the floor to the under side of the neutral frame, leaving the furrdown and signage canopy uninterrupted. **The demising pier, furrdown, and canopy must be provided by the first tenant to lease the space adjacent to the pier.** (Ref. TDH Section 2.4.2)



Figure 8.6 - Perspective

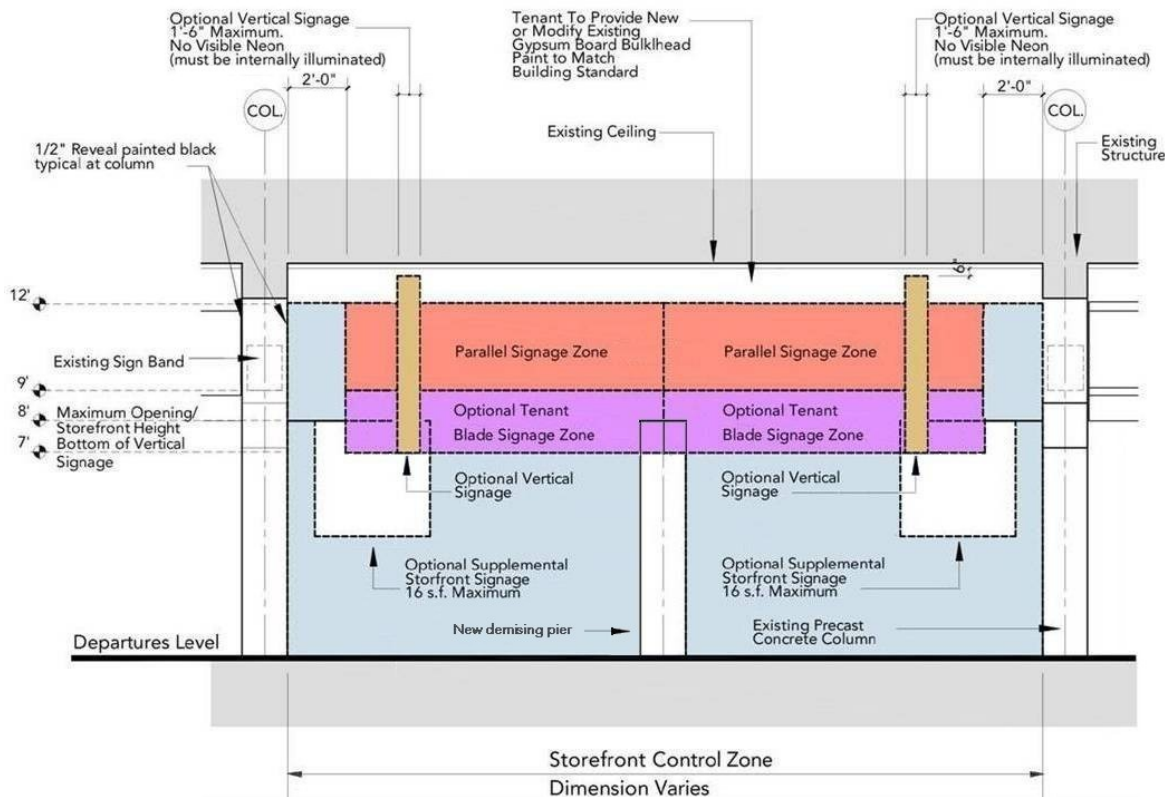


Figure 8.7 - Elevation

8.5 Partial Bay

A tenant may be adjacent to an enclosed varied-use space that precludes the storefront from extending the full width of the bay. In such cases, the furrdown and signage canopy must end at the edge of the tenant's lease space and must be enclosed at the end in a clean and consistent manner. **(Ref. TDH Section 2.4.2)**



Figure 8.8 - Perspective

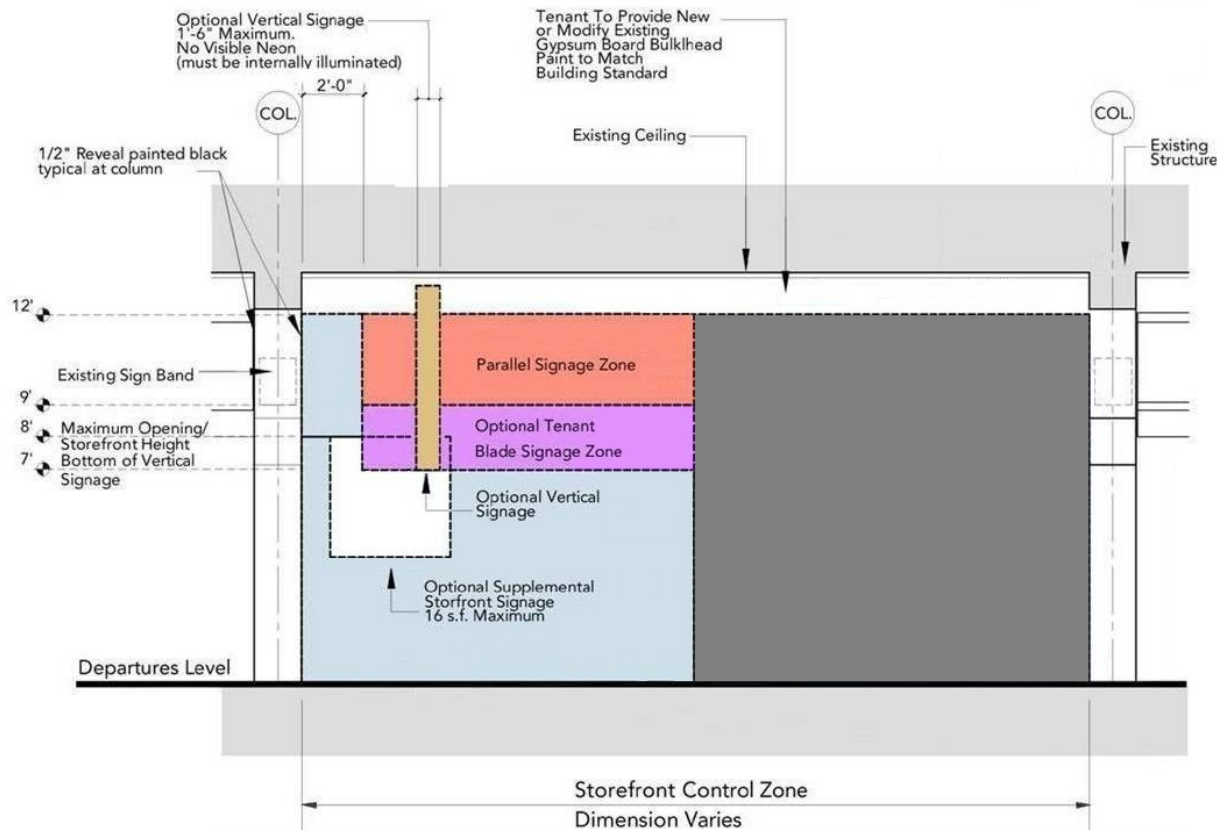


Figure 8.9 - Elevation

END OF SECTION 08