TECHNICAL DESCRIPTION OF THE BUILDING

1. Structure details, materials

Roof: The building has a Kingspan sandwich panel roof that ensures both thermal insulation and waterproofing. The roof is accessible from the 4th floor terrace by using a steel ladder. Protection against falling down is ensured by handrails on terraces developed for personal use, while on the mechanical top level guardrails and fall-arrest systems are installed, also providing the possibility to use lanyards or harnesses.

Waterproofing: Besides the sandwich panel, waterproofing is ensure by drainage of rainwater on the flat roof and the inner court, taken place by both an inner and external drainage system, whilst edges, balconies, smaller terraces have a slope and the rainwater drains freely off them.

Thermal Insulation: generally the walls are covered by a 15 cm thick thermal insulation along with an 0,5 cm exterior thin plaster in colours corresponding to the facade plan.

Doors and Windows: All exterior and internal windows and doors are metal portal structures with double-layered or three-layer safety glass. Windows can be opened mechanically, therefore natural airflow can be provided. Doors have automatic door closers and are manufactured with normal door locks however, the most important entrance, office and corridor doors have a magnetic closing system too for door access control by proximity card. The glazing is heat insulated; the profiles are heat bridge free.

Floors: The stairwell, terraces and innercourt have locally produced, frost-resistant cement design tiles. Further office spaces and even bathrooms have synthetic resin coatings.

Ceilings: ceilings are made of monolithic reinforced concrete slabs.

Walls: plastered and/or textured coating (on steel reinforced aerated concrete wall surfaces), with white dispersion wall paint in two layers.

Sanitary installations, fittings: The designed sanitary equipment consists of semi-porcelain washbasins, toilets, stainless kitchen sinks, corresponding to Laufen quality. The shower trays are made of enamelled sheet steel. Toilets are mounted on consoles, with built-in reservoir, push pad, the washbasins and shower trays are equipped with ceramic single-lever mixer taps.

Heating-cooling pipes: The heating-cooling system is distributed to the office floors through the main pipeline led through the shaft. The heating-cooling is accomplished by thermal construction component activation (ceiling), by integrated plastic pipelines within the structure (the cold water circulated in the pipes provides the air-conditioning in summer).

Water pipes: The main lines for the drinking water are made from galvanized steel pipes, or stainless steel pipes, or PP plastic flow pipes and their fittings.

Sewerage: The gravity sewer network to be built within the building is built from plastic pipes. Stench-traps will are built into the sewer pipe connection of all installations.

2. Building Engineering

The size and location of the engineering service rooms are in accordance with the functions required. The engineering equipment are placed on the roof (4 heat pumps and ventillation system) while the main engineering rooms are situated on the basement level. These are:

- server room for IT center, internet and local server
- engine room for the heating-cooling pump system
- electric engine room for electric switchboards and fire alarm box

Besides, each floor has:

- an engineering panel with heating-cooling distributor/collector in the corridors of the entrance doors from the stairwell
- electrical distribution boards with circuit breakers for each floor, placed into a built-in cabinet around the entrance doors, outside the wall.

2.1 Public Utilities

Water supply: The potable water supply is supplied for the facility through the basement level from the connection being established at the Paulay Ede utca public utility network. The tariff meter is located at the basement level of the building. An inner firewater is also ensured for the building, pipes are available on all floors.

Sewerage: the communal sewage water is diverted by gravity to the drainage system in Paulay Ede utca.

Rainwater: the rainwater falling on the roof is lead down in external rain gutters as well as within the building, diverting rainwater to the drainage system in Paulay Ede utca.

Natural gas supply: no natural gas or fossil fuels are used in the building.

2.2 Heating, cooling and ventilation

Heating-Cooling: The heating-cooling is based on an up-to-date, environmentally friendly technology, a geothermal probe system using geothermal energy. The heat pump system is suitable for both heating and cooling. It's an extremely efficient method that uses 1 unit of electricity to provide 4 units of heating / cooling. The system operates on geo-current, which can be used specifically by companies using heat pumps.

From -1 to 3rd floors: the heating and cooling pipes are integrated into the ceiling and floor surfaces, making the spaces cleaner and increasing the actual size of the useful office space. Control is being operated by a room-thermostat positioned outside of the wall on each floor. The heating-cooling system has a main control panel in the basement maintained by our contracted engineer, as well as separate heating/cooling switches are installed on each floor:

- **-1 floor:** after entering the main office hall, the switch is on the right wall, behind the last metal covering board close to the floor.
- **ground floor, 1st and 2nd floor:** switches are situated under a plexi cover board on the corridor between the staircase and office door.
- **3rd floor:** stepping out of the lift, on the left side behind a cupboard.

4th floor: heating and cooling is provided by floor heating and 4 additional air-conditioner units. The floor heating can be controlled by a room-thermostat while air-conditioners (used for cooling) have remote control.

The heating-cooling consumption ie. electricity consumption is measured by separate meters by floors.

There's a special outdoor heating installed under the innercourt's cement tiles so in case of snowfall, melting is provoked and risk of accident is reduced to minimal. Control panel for the floor heating is in the main enginereeing room in the basement.

Ventilation: natural and mechanical ventillation are both provided in the building. Natural air supply can happen by opening the external doors and windows for ventilation. The built-in mechanical system is called 'comfort ventillation'. The exhaust is installed for all open-plan office space, bathrooms, lavatories and kitchens. The air supply is programmed to take place continiously and it takes place through the built-in ventilation holes on each floor. The equipment for ventilation as well as heat- and smoke control is located on the roof, while the control panel for the ventillation center is on the basement level, in the ceiling right next to the lift.

The smoke extraction of the staircases and forefronts is carried out by a separate blower system. The fan is located on the roof level, top of the staircase and is automatically turned on in case of emergency.

2.3 Electric System

The high and low voltage networks are created by taking account of the requirements of the modern electric energy supply. Two electric network is installed in the building: low voltage electric network is available from the basement level to the 3rd floor and a separate high voltage branching is provided on the 4th floor.

The main operation for all electricity related systems is on the basement level in the electric engineering room. Electric capacity of the floors as follow:

- basement: 3x16A + 3x63A for engineering equipment
- ground floor: 3x25A
- 1st floor: 3x25A
- mezzanine level: 3x16a
- 2nd and 3rd floors: 3x25A
- 4rd floor 3x125A

Common electrical equipment:

engineering equipment: heating-cooling system and ventilation system. The geothermal probe system is operated by 'recycled electricity' - excess power purchased from large consumers and then re-sold by the service provider.

apartment building main gate: the door and doorbell system is operated by the condominium. Access is granted by proximity card or code. In case of an electric outage, the gate automatically stays open.

photocell door: the door is installed to access the private premise from the condominium hallway. It is operated by Loffice, access is granted by proximity card or it can also be opened mechanically with a key. In case of an electric outage the door works from its own battery supply.

staircase and corridor lighting: can be switched on automatically from the staircase automatic switch, by push - buttons; the corridor lighting will be switched on by motion sensors. Lamps with opal cover, installed with LED light source will be used in the staircases and the corridors.

lift: please see the lift chapter for more details.

info screen: a digital signage monitor is installed in the hallway after entering the building. The screen can be used to showcase information (company logo) related to each floor as well as photo and text based announcements of common interest.

Electrical equipment of the offices:
Distribution boards with circuit breakers for each floor are placed into a built-in cabinet around the entrance doors, outside the wall. Conduits, cable holder devices and systems related to the low voltage systems as follow:

Phone: IP-base (VoIP) phone network can be implemented on request.

Entry-phone: There's a gate bell appliance outside of the building making it possible to ring any of the floors in the building. Entrance door can be opened remotely from an internal wall-mounted video-phone device.

Kitchen appliances: most offices (floors) are equipped with a kitchenette therefore microwave oven, washing machine and fridge is available on all floors. Cooking appliances such as induction cooktop and oven can be found on the 4th floor only.

Internet: an established IT network is availablie within the facility and can be tailor-made to the tenant's requirements. Currently a 80/80mbit business internet is provided and can be upgraded on demand. Redundant UTP cabels are integrated in electrical floor boxes, ending in a rack box on each floor. There's one connection for the building. The distribution and the conduits happen from the basement server room with a star point cable network.

3. Waste management

Dustbin area is located in the innercourt in a separate lockable room. Waste is collected separately in dedicated containers:

- 1 container for paper, collection: once / week
- 2 containers for household waste, collection: 2 times / week

Waste collection is provided by a contracted service provider. The number and types of containers and frequency of collection can be amended depending on the tenants' requirements.

4. Accessibility

The building is suitable for wheelchair users. To access the front door, there's are stairs at the main gate and stairs leading up to the entrance door. Both stairs have an optional access ramp that can be installed up on request. Indoors lifts designed for wheelchair use, the dimensions of the ground floor entrance door and the office doors are suitable for obstacle - free traffic.

5. Lifts

The building has one passenger lift, which is suitable for moving furniture, too. Obstacle-free traffic is provided since only the ground floor has a dedicated lift walkway - on all other floors the elevator opens directly into the open-plan office space. **Capacity:** 6 persons, with a load capacity of 450 kg, suitable for transporting goods, too. The main operator cupboard for the elevator is on the basement level, right next to the lift door, can be opened by a separate key. The operation and maintenance of the lift is provided by a separate service provider.

6. Control systems

6.1 Fire safety system

The building complies with the fire and work safety regulations. The permanent (24-hour) monitoring is provided by remote monitoring service based outside of the facility, therefore the signaling is ensured to be transmitted to a location supervised by the disaster management.

The fire detection and alarm system may comprise of optical smoke sensors, heat sensors, and optical smoke/heat sensor with integral sounder units, manual call points, electronic sounders, and interface units, each with its own short circuit built-in isolators.

Activation of the fire alarm system will directly initiate the followings:

- Signal to all elevator machine rooms indicating fire status (to control lifts);
- Release doors normally locked by magnetic devices;
- Release doors normally held open by magnetic devices;
- Shutdown mechanical equipment ventilation plant;
- Shutdown general exhaust fans;
- Start up smoke extract fans;
- Start up exhaust make up fans;
- Start up stair vestibule pressurization fans;

Fire and smoke sensors are installed on all floors (exact list can be provided on request), while the main fire alarm interface unit is located on the basement level in the electric engine room.

Back-up lighting (battery powered safety lights and guide lights (showing the exit)) is installed on the escape routes in the building. The back-up lamps are provided with built-in battery.

6.2 CCTV

The office premises (excluding social rooms, changing rooms, toilets and other similar rooms) are equipped with an electronic monitoring system to comply with current legal requirements, in particular, but not limited to, Regulation (EU) 2016/679 of the European Parliament and of the Council (GDPR) and the 2005/CXXXIII.Act on the protection of individuals and property and on private investigations.

The camera system, which monitors only private areas, serves the protection of the Company's property, the protection of the lives and physical integrity of employees and customers, and facilitates the prevention and detection of violations, effective action, and the detection and proof of the perpetrator. The purpose of data management is therefore to protect the Company's property and the life and physical integrity of its employees / customers, as well as to prevent violations and to ensure the possibility of effective action.

The recordings recorded by the camera surveillance system are stored in digital recording units for a maximum of 15 days, after which the data is deleted. For further information please read our Privacy Policy Appendix II.

6.3 Door access control

The building's access control system is an integrated, server-based solution that consists of hardware and software designed to control entry into selected areas and manage movement of people within. The system is designed to increase security by defining access permissions based on area and time for each user and maintaining a log of all events.

Software: one of the most popular and reliable access control software is used in Loffice called Roger RACS. The software stores information and provide reports about user activities (entry only). Access levels can be assigned to a user, not to a card, in order to help issue a new card in a fast and easy manner, without reassigning access levels.

Hardware: the controllers for entry consist of proximity cards compatible with the system and entry reader devices of the same brand and edition as the software's. The system supports an unlimited number of proximity card. Lost cards can be banned / deleted / modified, as well as cards can be assigned to users from the software.

Entry reader devices are placed:

- at the condo building's front gate (can be substituted by pin code)
- at the photocell door entering the private area
- at the main entrance of the office building
- office entrance doors from the hallways/ stairway on each floor
- there's an entry reader integrated in the lift control panel that controls the lift

6.4 General alarm system

An accredited service provider (Multialarm) is contracted to maintain and monitor the alarm system of the facility. All alarm inputs are installed with the correct end of line (EOL) resistors to provide four state monitoring (open/closed/ open circuit tamper/closed circuit tamper).

The alarm system is set up to also create an alarm related to all fire alarm activation inputs and/or when any dependent signal path devices stop communicating with the server, to alert security to the loss of these fire signals.

The security alarm employs the following components:

- **Alarm control panel (ACP):** the low-voltage center reads sensor inputs, tracks arm/ disarm status, and signals intrusions. It's situated in the basement level's server room.
- **Sensors:** Devices that detect intrusions. Sensors are located both at the perimeter of the protected areas and within. Sensors can detect intruders by monitoring unoccupied interiors for motions.
- **Alerting devices:** These indicate an alarm condition. There are wired sirens on each floor and a wireless siren combined with flashing lights on the facade of the building. Alerting devices serve the dual purposes of warning occupants of intrusion and potentially scaring off burglars.
- **Keypads:** the wall-mounted interface to the system can be found on each floor

The trigger signal from every sensor is transmitted to the alarm control panel through wires. The alarm output is both local and remote - local output are the sirens and flashing light. The remote output is via a cellular network to connect the control unit to a predetermined monitor of the service provider (first responder).

In case of any event of alarm triggered the alarm monitoring service provider first calls the property manager or a list of phone numbers provided by the tenant to try to determine if the alarm is genuine.

6.5 Tenant managemet software

For a modern and convenient experience Loffice uses a tenant management system called Nexudus. The software has a user interface available via a direct link from any browser (see Loffice webpage » login menu) or via personal mobile devices by downloading the Nexudus Passport application (available both for ios and android). The number and the persons of the registered users is a matter of agreement with the tenant.

Nexudus can be used but not limited to:

- issue helpdesk tickets for maintenance tasks and more
- booking of meeting rooms
- monitoring and personalizing office service packages
- setting up recurring orders or issuing one-off purchases of goods, services, catering etc.
- notification of deliveries and post
- community and internal communication functions
- optionally it can be integrated with wifi, door access and more.