PROJECT KICK OFF CALL NOTES

PROJECT TYPE: Upfit

PROPOSED ADVANCE AUTO PARTS STORE
AAP STORE #**108547** **(ID 17764)**

STREET ADDRESS: 13961 Manchester Road

COUNTY/CITY/TOWNSHIP: (St Louis County) Ballwin
STATE-ZIP: MO, 63011

DATE OF CALL: 06-18-26
DATE OF MERCH PLAN: **XX/XX/XX**
DATE OF SAR: 06-03-26
CONSTRUCTION START DATE: XX/XX/XX

LL Scope: existing walls, slab, etc in good repair, watertight bldg, roof, remove previous FF&E, utilities separately metered

Building Permit: 2 weeks for review
2 sets of plans, S&S bound, A/E can S&S, contractor must be listed for review
Expedited review: no

Low Voltage Permit: Not required
Racking permit: Not required

Virtual Tour: https://my.matterport.com/show/?m=BmzGWwWjSL7

SAR: black paint behind signs, proto gray on exposed white columns/returns
CT will kick off US LED.

DEMOLITION

1. Remove flooring and mastic down to slab for new proto finish throughout, typical
2. Vestibule – remove – make sure to call for column, beam steel removal and concrete patch
3. Existing swing entry doors to remain (main entry), remove as indicated per merch plan
4. Remove abandoned LV, blocking, conduit, etc. from perimeter walls
5. Remove trim covering, focal walls, etc. patch and prep
6. Existing electrical room to remain
7. Patch perimeter walls
8. Replace WH with new
9. Exterior doors to remain, replace HW/re-key
10. Remove tenant signage
11. Existing columns to remain, keep gyp enclosure
12. Existing OH doors & levelers – service and clean
13. Existing RRs to remain – finishes to be cleaned
14. Existing lavs/WCs to remain – clean/service, replace faucets/flush handles

15. Grab bars, baby changers to remain
16. Mop sink – clean and service
17. Extent of Office spaces to remain – clean tile, existing ceiling, new paint
18. Remove BOH traffic doors
19. Existing ACT ceilings- New USLED surface mount lighting
20. Remove fixtures, shelving, desks, etc in office core
21. Remove LV, speakers, extc
22. Remove hand dryer in toilet room
23. Save Kitchenette, replace faucet
24. Remove doors from sales area – not needed; save/store
25. Remove loading area fans

ARCHITECTURAL (include the option of painting the existing deck and structure above)

1. New proto slab finish in sales, polished slab
2. New AAP RR accessories
3. Existing swing doors at entrance to remain
4. Existing exterior doors replace panic hardware (AAP proto)
5. Paint perimeter wall following patch
6. Pressure wash walks
7. New window tint per Merch Plan (verify post-rec)
8. New water heater
9. New USLED throughout
10. Extend framing and drywall where applicable
11. Existing RRs – clean finishes, service fixtures, replace faucets/flush valves
12. Deck to remain painted (touch up paint)
13. Coordinate/locate eye wash cart
14. Existing roof ladder to remain
15. Replace wood RTU screening like for like – wood plank
16. US LED needs long suspension and power (24ft deck)
17. Add paper towel dispenser in demo hand dryer SS recess

MECHANICAL

1. Air curtains above entry doors
2. Replace T-stats in new AAP proto location
3. Remove abandoned roof top eqpm
4. Provide new RTU sensors on conduit at 7ft
5. New toilet room exhaust fans
6. HVAC scope – Replace all RTUs (same location)
7. BOH unit heaters – ETR and service
8. Existing screening around units – repair and replace
9. BOH ceiling fans – Remove
10. Verify toilet room exhaust – need replacement

PLUMBING

1. New WH – replace existing
2. Exterior hose bibb at front – existing
3. New hi/lo DF, none existing
4. Existing mop sink – service and clean, replace faucet
5. WCs/lavs – existing to remain, service/clean/replace faucet/flush
6. Replace sensor flush valve with standard flush valve
7. Replace faucet on kitchenette sink

ELECTRICAL (include lighting height)

1. Existing electrical equipment – to remain, re-use/demo as indicated by electrical
2. IT rack – at existing BOH office, verify new

3. New wall packs at loading as required; re-lamp existing to remain
4. Front/side signage, existing pylon sign w/ new signage
5. Add exterior outlet at front of store at existing j box/plate (verify)
6. Replace emergency exit light exterior doors
7. Re-lamp under canopy lighting
8. New USLED lighting in all spaces – suspended in main area, surface mount existing ACT in offices
9. Relamp, repair existing rear wall pack
10. US LED long suspension cable – 24ft deck height
11. Remove hand dryer, speakers in toilet room
12. Remove loading area ceiling fans

STRUCTURAL

1. Verify column removal at existing wall is OK

SITE/CIVIL

1. Clean existing walks
2. Landscape maintenance
3. Site walls – LL to clean. Efflorescence/moisture buildup

SIGNAGE AND EXTERIOR FACADES

1. 2 sign locations – refer to SAR doc
2. Removal of old tenant signage
3. Leakage/efflorescence at exterior – pressure wash, note repair on coping
4. New front/side signage per SAR
5. Clean and wash existing exterior P&P
6. Patch panel/masonry at old bldg signs
7. Paint black behind signs – Repaint façade for single AAP color/identity
8. Clean and patch under canopy as required
9. Paint white column light gray proto color

SPRINKLER AND FIRE ALARM

1. Existing fire alarm & sprinkler: located in rear elec room
2. Existing sprinkler re-work part of separate permit – AAP Vendor

ADA ISSUES (INCLUDES ADA ACCESS TO THE SPACE)

1. Verify RR/general compliance
2. Verify egress w/ removal of front exit doors