

The

Tower View

The Newsletter for Marathon Oil Tower Tenants

July 2007

CHECK OUT THE NEW MARATHON OIL TOWER WEBSITE!

LOCATION & ACCESS SPACE AVAILABLE QUICKSTACK BUILDING VIEWS AREA AMENITIES AMENITIES & PARKING ABOUT US

MARATHON OIL TOWER

5555 SAN FELIPE ROAD
HOUSTON, TX 77057

CONTACT US LEASING/MANAGEMENT/OWNERSHIP

Marathon Oil Tower is a 41-story, Class A+ office building containing 1,070,000 square feet of premier office space. Conveniently located in the Tanglewood/San Felipe submarket of the Galleria shopping and business district, The Marathon Oil Tower features on-site property management, 24-hour security, full service on-site dining facilities, XXXX square feet of conference facilities and an attached card-accessed parking garage containing 3 levels below ground and 10 stories above ground. The dining features include the 400-seat Tanglewood Terrace, a grill with private dining rooms. The conferencing facilities include 6 meeting rooms and an auditorium seating up to 200 guests.

Space Availability: 3,000 - 40,000 sq ft
NRA: Approx. 1,070,000 sq ft
Floors: 41
Total Available: 117,730 sq ft

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TRANSWESTERN
UANOVER

Tower Associates, CBRE, and Transwestern are proud to announce the transformation and update of the Marathon Oil Tower website. The new website is scheduled to launch July 1st.

The new and improved website now provides up-to-date leasing information, interactive maps, contact information, and area amenity highlights including a list of nearby restaurants, hotels, and retail providers.

More importantly, the new website is a tool for Marathon Oil Tower tenants. By visiting the Tenant Services

section of the website, tenants now may:

- Access and download forms.
- View upcoming building events and announcements.
- Download the building manual.
- Access links to over-time air conditioning services and the building work order system.
- View current and previous issues of "The Tower View."

Be sure to check out www.MarathonOilTower.com and let us know what you think!

WELCOME NEW EMPLOYEES

Transwestern is pleased to introduce and welcome five new members to the Marathon Oil Tower Property Management Team!

Joining the Marathon Oil Tower administrative staff is Richard Zuerlein, our new property accountant. Richard holds an accounting degree from the University of Houston and has been with Transwestern for more than nine years. His nineteen years of accounting experience will be a valuable asset to the Transwestern team.

Another new face in the building management office, Vicky Carillo, is our new administrative assistant. Vicky holds degrees in Business and Spanish from Houston Baptist University and has been with Transwestern for one year. Vicky's experience in customer service and property management will benefit all our tenants, staff, and visitors.

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WELCOME NEW EMPLOYEES

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We would also like to welcome three new members to our engineering team. With over a decade of engineering experience, building engineer Russell Gonzales recently transferred to the Tower from Four Oaks Place. Building engineer David Wilkins is another Transwestern transfer. David recently relocated from a property in Dallas. Finally, Travis Bailey has joined the Marathon Oil Tower engineering team as an engineering apprentice.

Each of our new team members is excited to be here at Marathon Oil Tower. Richard, Vicky, Russell, David, and Travis are each ready to assist our tenants. Please feel free to stop by the Management Office any time to welcome our new staff members to Marathon Oil Tower.

PRIVATE DINING ROOMS AVAILABLE FOR YOUR SPECIAL EVENT

Did you know Transwestern offers the use of four private dining rooms located on Garage Level P10? These dining rooms, which hold from 15 to 52 people, can be rented for casual or formal events - from an early morning breakfast get-together, to a one or two hour lunch meeting, or an all-day seminar. Sodexo also provides catering services to these rooms. Please contact the Building Management Office for more information and reservations at (832) 369-5800.



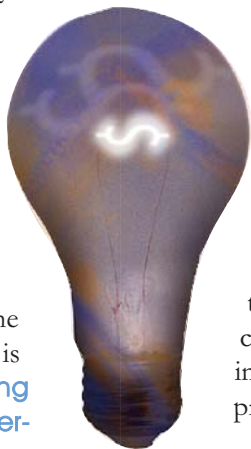
RECENTLY . . . PROCEEDS HELP HARRIS COUNTY CPS

The Mother's Day and Father's Day Gift Fair held in May was a great success. Tenants and visitors stopped by the jewelry and golf accessory tables in the first floor lobby to pick-up some great gifts for Mom and Dad, and perhaps a few things for themselves. **Harris County Child Protective Services also benefitted, as over \$650 in proceeds** from the sale went to this organization that serves Houston children. Thank you, Marathon Oil Tower tenants for your participation!

ENERGY SAVINGS = DOLLAR SAVINGS

In the last issue of "The Tower View" we discussed energy saving projects that are currently in place here at Marathon Oil Tower, along with their projected dollar savings, the benefit to the environment, and all the positives that are a result of energy saving retrofits.

But what does this mean to the tenant? The answer to this is quite simple. **By reducing energy costs, we reduce overall annual operating expenses,** and in so doing, reduce a tenant's pro-rata share of these expenses.



Let's assume we have a tenant who leases 10,000 square feet of office space, and his pro-rata share of operating expenses is .009%. We would multiply this by the anticipated annual savings of \$315,000. **The end result is the tenant will save \$2,835.** That is a substantial savings created through the use of energy efficient equipment and the implementation of energy saving programs.

This article was brought to you by the Energy Admiral. Please look for my column in the next edition of The Tower View.

NEW TENANT WELCOME

We would like to welcome **Duke Energy** to Marathon Oil Tower. Duke Energy recently moved into their new spaces on the 12th and 13th floors.

Headquartered in Charlotte, North Carolina, Duke Energy is a leading energy and Fortune 500 company traded on the New York Stock Exchange. Their two primary businesses located here at Marathon Oil Tower include Duke's U.S. commercial portfolio consisting of approximately 8,100 megawatts of wholesale electric generation, and their international portfolio which includes approximately 4,000 megawatts of electric generation in the Central and South American countries of Argentina, Bolivia, Brazil, Ecuador, El Salvador, Guatemala, Mexico, and Peru.

DID YOU KNOW?...

You can save over \$100 annually by replacing 10 old-style bulbs with 10 compact fluorescent fixtures! Ten, 75 watt bulbs operating 2 hours-a-day, 365 days-a-year, consume 821 kwh per year. Ten, 15 watt compact fluorescents operating 2 hours-a-day, 365 days-a-year, consume 54 kwh per year.

Your Savings: 767 kwh per year at 15 cents per kwh = \$115!

HURRICANE SEASON HAS ARRIVED - BE PREPARED

Hurricane season is once again upon us. The National Oceanic and Atmospheric Administration's (NOAA) 2007 Atlantic hurricane outlook indicates a 75% chance for an above-normal hurricane season. The outlook predicts 13 to 17 storms being named, 7 to 10 becoming hurricanes, and 3 to 5 of those becoming major hurricanes (category 3 to 5). Peak hurricane activity is typically from August to October.

While most Gulf Coast residents dread hurricane season, and certainly everyone hopes for a mild season such as last year's, (not a single hurricane entered the Gulf Coast in 2006) the good news is that Marathon Oil Tower has a plan to effectively and efficiently help protect our tenants, their businesses, our property staff, and the property itself in the event of a hurricane or severe weather. We highly recommend that you have a



plan as well for your business, family, property, and pets.

The Marathon Oil Tower hurricane plan, as carried out by building management staff, consists of five

phases which may be activated as needed:

1. Initial alert
2. Preparation
3. Release/Relocation
4. Full or partial shutdown
5. Damage assessment and recovery

Key components of the hurricane plan include the monitoring of multiple weather advisory services by property management staff, securing the property against damage, and full communication with tenants, vendors, and property staff members.

If you have not received the Marathon Oil Tower hurricane plan, please contact the Building Management Office at (832) 369-5800.

Don't wait for a hurricane watch or warning to put an emergency plan together. Helpful information, including tips for preparing your home, hurricane tracking maps, and state and local emergency preparedness maps and information, can be found at these websites:

Harris County Office of Homeland Security – www.hcoem.org/hurricanes

Harris County Flood Control District – www.HCFCD.org

Channel 2 news – www.click2weather.com

Channel 11 news – www.KHOU.com/weather/hurricanecentral

Texas 211 Information - www.texasonline.com

Texas Department of Transportation – www.dot.state.tx.us

Governor's Division of Emergency Management – www.txdps.state.tx.us/dem

National Hurricane Center – www.nhc.noaa.gov

National Weather Service – www.nws.noaa.gov

Hurricane Tracking – <http://hurricane.csc.noaa.gov/hurricanes>

FEMA – www.fema.gov/hazard/hurricanes

Red Cross – www.redcross.org

Emergency Notification – www.emergencyemail.org

The Tower View is published by the building owners and management for the tenants of Marathon Oil Tower. If you have any questions or comments regarding the publication, you may contact Heather McMillon, 5555 San Felipe, Suite 210, Houston, TX 77056 or call (832) 369-5800.

JULY, AUGUST & SEPTEMBER

4th of July Tenant Drawing

Drop off your business card in the Management Office, Suite 210, to win 4 Club Seats to the July 4th Astros game!

Drawing will be held
Monday, July 2nd

4th of July

The Building and Management Office will be closed in observance of the holiday. Please contact the Management Office to set up overtime air conditioning services and after-hours access.

Wednesday, July 4th

Gulf Coast Regional Blood Center Blood Drive

Give the gift of life and help the Regional Blood Center maintain their valuable supply during the busy summer months. Please contact the Management Office at (832) 369-5800 to schedule your appointment. Walk-ins are also welcome!

Wednesday, July 11th
P10 Deli Area
9 a.m. to 1:30 p.m.

Summer Celebration

Please join us in the main lobby for a summer celebration complete with ice cream sundaes, a steel drum band, and an Astros tickets giveaway.

Thursday, July 26th
2nd Floor Lobby
1 to 3 p.m.

Books Are Fun Book Fair

You won't want to miss this chance to stock-up on books for summer reading, gifts for friends and family, and much more.

Tuesday, July 31st
through
Wednesday, August 1st
1st Floor Lobby
9 a.m. to 4 p.m.

School Supply Drive

Help support the students at Browning Elementary by donating school supplies in the gold barrels located in the lobby. For a complete list of recommended supplies, please contact the Management Office.

Wednesday, August 1st
through
Wednesday, August 15th

Labor Day

The Building and Management Office will be closed in observance of the holiday. Please contact the Management Office to set up overtime air conditioning services and after-hours access.

Monday, September 3rd