

**GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES**

**DESIGN-BUILD SERVICES
HYDE-ADDISON ELEMENTARY SCHOOL COMPLEX**

Solicitation #:DCAM-14-CS-0074

**Addendum No. 1
Issued: October 17, 2013**

This Addendum Number 01 is issued by e-mail on October 17, 2013. Except as modified hereby, the Request for Proposals (“RFP”) remains unmodified.

Item #1

Sign-In Sheet: The sign-in sheet from the preproposal conference is attached.

Item #2

Budget: The Project budget is approximately \$10 million to \$15 million.

Item #3

Site Visit: A site visit will be held on **Tuesday, October 22, 2013 at 3:30 pm**. Please meet Peter Davidson at the sidewalk entrance to the Hyde School, located at 3219 O Street NW. Please bring a valid driver’s license or other government issued form of identification to comply with the school’s security procedures.

Item #4

Educational Specifications: The current educational specifications are attached.

Item #5

Evaluation Criteria: Please note the following revised criterion for this procurement:

D.4.1 Experience & References (20 points)

The Department desires to engage a Design-Builder with the experience necessary to realize the objectives set forth in the RFP. This component will be evaluated based on their demonstrated experience in: (i) construction and renovation projects in an urban setting; (ii) site work and excavation, including underpinning near historic structures; (iii) managing fast-track construction projects; (iv) modernization and constructing of school facilities and extensive knowledge of school facilities; (v) knowledge of, and access to, the local subcontracting market; and (vi) knowledge of the local regulatory agencies and Code Officials. In evaluating these subfactors, the Department will consider, among other things, the Offeror’s track record in delivering

projects on-time and on-budget. If the Offeror is a team or joint venture of multiple companies, the Evaluation Panel will consider the experience of each member of the team or joint venture in light of their role in the proposed team or joint venture. This element of the evaluation will be worth up to twenty (20) points.

Item #6

The bid date remains unchanged. Proposals are due by **October 31, 2013 at 2:00 pm EDT.** Proposals that are hand-delivered should be delivered to the attention of: Annmarie McQueen, Contract Specialist, at **Frank D. Reeves Center, 2000 14th Street, NW, 8th floor, Washington, DC 20009.**

- End of Addendum No. 1 -

IF YOU HAVEN'T JOINED OUR CONSTANT CONTACT EMAIL DISTRIBUTION LIST, PLEASE CHECK "NO" BELOW AND WE WILL SEND YOU AN EMAIL INVITATION TO JOIN

GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



DESIGN-BUILD SERVICES
HYDE-ADDISON ELEMENTARY SCHOOL COMPLEX

Solicitation #: DCAM-14-CS-0074

Preproposal Conference
October 15, 2013

Sign-in Sheet

1. Name: Matt Sevinsky Phone: (202) 213-4329
Company: MCN Build
Email Address: matt@mcnbuild.com
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: Jeff Potz Phone: 202-589-0066
Company: Broughton Construction
Email Address: estimating@broughtonconstruction.com
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: Kolar Bowen Phone: 202-625-3330
Company: Bennett/Faschen
Email Address: kbowen@bennettgroupdc.com
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: Shirley Taylor & Adam Fox Phone: 202-733-1162
Company: Gilbane
Email Address: staylor@gilbane.com
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: Eric B. Larsen Phone: 240-750-4931
Company: Coakley Williams Construction
Email Address: elarsen@coakleywilliams.com
Have you registered for the Constant Contact E-Mailing List? YES NO

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Preproposal Conference
October 15, 2013

Sign-in Sheet

1. Name: ERIK HENRY Phone: 703-245-0280
Company: BENNETT PASCHEN
Email Address: ehenry@fhpaschen.com
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: MARLON BOYKIN Phone: 888-829-1658
Company: MJS Communications
Email Address: mboykin@mjscommunications.biz
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: KIRK ALBRITTON Phone: 202-720-3755
Company: EVERGREEN ITS
Email Address: k.albritton@evergreenits.com
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: Reed Langton-Yanowitz Phone: 507-261-5510
Company: Parkinson Construction Company
Email Address: reed@ParkinsonConstruction.com
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO

IF YOU HAVEN'T JOINED OUR CONSTANT CONTACT EMAIL DISTRIBUTION LIST, PLEASE CHECK "NO" BELOW AND WE WILL SEND YOU AN EMAIL INVITATION TO JOIN

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Solicitation #: DCAM-14-CS-0074

Preproposal Conference
October 15, 2013

Sign-in Sheet

1. Name: G. TERRY Phone: 202/944-9400
Company: KADCON CORP
Email Address: gterry@kadcon.com
Have you registered for the Constant Contact E-Mailing List? YES NO
2. Name: Jeff Elliott Phone: 571-340-2289
Company: Simplex Grinnell
Email Address: je Elliott@simplexgrinnell.com
Have you registered for the Constant Contact E-Mailing List? YES NO
3. Name: JOE SCARPELLI Phone: 847-343-1343
Company: BENNETT PASCHEN
Email Address: JSCARPELLI@FHPASCHEN.COM
Have you registered for the Constant Contact E-Mailing List? YES NO
4. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO
5. Name: _____ Phone: _____
Company: _____
Email Address: _____
Have you registered for the Constant Contact E-Mailing List? YES NO



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Adam Fouse
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afouse@gilbaneco.com

**Educational Specifications for
Anthony T. Hyde Elementary School
Phase 1 and Addition**

January 2013

District of Columbia Public Schools

THE VISION: To Make the Washington, D.C. School System Exemplary

THE MISSION: To Make Dramatic Improvement In the Achievement of All Students Today In Preparation for Their World Tomorrow

CORE BELIEFS:

Children First

Parents Are Our Partners

Victory Is In the Classroom

It Takes A Village to Raise A Child

Leadership and Accountability Are the Keys to Our Success

Our vision for Hyde-Addison Elementary School is:

- To become the highest performing elementary school in the city as measured by multiple means
- To provide a rigorous, responsive, challenging, and joyous learning environment for every student
- To exemplify exceptional teaching and learning practices in every classroom

School Improvement Team Members

Introduction

This document articulates the requirements for a Phase 1 modernization and addition to Hyde Elementary school. It describes the current and planned educational programs and services, the community characteristics that may affect facilities planning, and the opportunities and challenges associated with the design and construction.

Scope

This project is a Phase 1 modernization of the existing Hyde school and an addition of a multi-purpose gymnasium and a media center. The phasing of the construction will be determined during the design process. This project will not include interior renovations of the Addison building. However, the school would like to explore connecting the two buildings on the campus through the addition.

Parking lost to the addition should be replaced on-site. There should be no/minimal encroachment on the play areas. Consider repurposing old media center as a classroom.

The architect will review exterior changes with the Commission on Fine Arts, etc. due to historic value of the school (built in 1907) and surrounding Georgetown neighborhood. The Anthony T. Hyde Elementary School was part of a cluster of schools in Georgetown between 32nd and 33rd and O and P Streets, N.W. to serve white students. The cluster also included the Curtis and Addison schools. Designed by well-known Washington architect Arthur B. Heaton in the early part of his career, the school was named in honor of Anthony T. Hyde, a member of the Board of Guardians of the Georgetown public schools and prominent city banker.

This educational specification provides three resources for establishing the scope of this project: 1) general design advise and performance standards in five priority areas 2) guidelines to define finishes, technology, and fixed equipment and loose furniture 3) DGS furniture standards (TBD)

Hyde is part of the Filmore Arts program where students go to Filmore at Hardy for the visual and performing arts. Therefore this program does not include art and music classrooms.

Background

Hyde-Addison Elementary School is one of the most diverse and high performing DC Public Schools. It serves 330 Pre-K-5th grade students from every corner of Washington, DC and is diverse racially, culturally, ethnically, and linguistically. 30% of the students are ELL and 10% have a range of identified special needs. These educational specifications are predicated on the understanding the campus is designed to serve 330 students.

The school's vision is:

- To become the highest performing elementary school in the city as measured by multiple means
- To provide a rigorous, responsive, challenging, and joyous learning a for every student
- To exemplify exceptional teaching and learning practices in every classroom

In order to realize this vision the school pledges to:

- Use various sources of data to drive instruction and promote individual growth
- Foster collaboration among adults in service of our students
- Align resources to support our students and their needs and foster their unique identities
- Create and sustain a responsive, inclusive, diverse, safe, and welcoming school community

Hyde has doubled in size in the past several years and is eager to have a campus that fully enables all aspects of the school program. Despite substantial growth, the notion of community is one that undergirds every thing. The staff uses our small blacktop to host weekly school-wide meetings and other community gatherings in good weather but requires an indoor space that can be flexibly used for school-wide activities, physical education classes, after school enrichment classes, and cultural activities. This space should also be able to accommodate large community-wide events and family gatherings such as the International Dinner, Back to School Night, and other events.

The school believes that as the campus is refined and expanded that three factors drive the design: all spaces must be flexible, inclusive, and foster collaboration and community. Furthermore the design should respect the two historic school buildings on the shared campus (in an earlier era there was a third school, the Adolph Cluss designed Curtis School on our campus). This expansion and renovation should allow the campus to be united physically for the first time in generations while minimizing any encroachment on the black top, garden, and play spaces.

Aesthetically the current configuration allows all instructional spaces to enjoy abundant natural lighting and easy access to the outdoors. It is important the addition and renovation continue this flow of light and students.

As a full inclusion school, all aspects of the school campus must be accessible. As we add gymnasium and library, we must ensure all students and faculty can access these spaces

Hyde staff offer a variety of small group learning experience throughout the day. Every space on campus, from the principal’s office, to the conference room, and corridors is used as an instructional space. Therefore all new spaces must include white boards and other resources to be used as mini-classrooms. In addition, all larger spaces, such as the Library and the Gymnasium must have options that allow us to divide these larger spaces into at least two smaller spaces.

Professional development is a fundamental cornerstone of the school community. Hyde is part of a network of nine DC Public Schools that share professional development resources and best practices. The school routinely host visits from other educators and needs a designated learning space for teachers and parents.

Classroom Requirements

This Plan proposes a future capacity of 330 and 2 classes per grade as follows.

Grade	Number of Classrooms Existing
PreK	2
Kindergarten	2
1st Grade	2
2nd Grade	2
3rd Grade	2
4th Grade	2
5th Grade	2
Total	14

} Phase 1 at Hyde

Environmental Performance Criteria

The following criteria have been associated with improved student learning, and achieving these standards is one of the main goals of the Phase 1 projects.

Lighting Quality: Improving natural and artificial lighting in classrooms

	DESIGN PARAMETERS	PARAMETER NOTES
1) Controlled Natural Lighting (Glazing)	10 - 12% of floor S.F.	LEED & Green Globe
2) Artificial Light	35-50 Foot-candles	IES

Environmental / Air Quality: Addressing temperature control, ventilation, air filtration, carbon dioxide levels, and HVAC background noise to ensure comfortable rooms.

	DESIGN PARAMETERS	PARAMETER NOTES
1) Winter Temperature	68.5 to 75.5 degrees	EPA 2000 & ASHRAE 55-04
Summer Temperature	74 to 80 degrees	
2) Humidity	30 % to 60% relative humidity	EPA 2000 & ASHRAE 55-04
3) Air Changes	6-10 per hour	ASHRAE
4) Outdoor Air Ventilation	10CFM per person	Plus 0.12 per SF of area
5) Air Filtration	MERV 13	LEED
	MERV 6 to 8	ASHRAE 52.2-2007 & 62.1-2007
6) Carbon Dioxide Levels	Below 700 PPM above outdoor air	ASHRAE 62.1-2007
7) HVAC Background Noise Level	RC(N) Mark II level of 37	ASHRAE Handbook Chapter 47

Acoustics: Limiting reverberation and background noise and improving sound isolation.

	DESIGN PARAMETERS	PARAMETER NOTES
1) Reverberation	.6 per second	(ANSI S12.60-2002)
2) Background Noise	45 dBA	(LEED)
3) Sound Isolation (Varies)	STC 45 between Classrooms	

Technology: Providing data connections for online learning resources, AV equipment, closed-circuit televisions, and a sound system with emergency capabilities.

DESIGN PARAMETERS PARAMETER NOTES	
1) Data / Computer Drops	At Teacher and Student Computers at wireless access points for mobile cart
2) Audio / Video Equipment	
Projector linked to Teacher's PC or Interactive Whiteboard	
Video Format Screen	
Digital DVD/VCR/Tuner	
Sound Reinforcement	Amplifier, microphone, speakers
3) Clock	Synchronized with Bell system
4) Sound System & Emergency Call-box	
Ceiling or Wall Speaker	Class change bells, emergency announcements
5) CCTV Camera	
Security, WebX conferencing, Distance Learning	

Furniture: Providing adaptable and flexible furniture systems, mobile media systems, and mobile media carts.

Core Academic Area Space Requirements at Hyde

Spaces	Suggested			Comments
	Quantity	S.F.*	Total	
Pre-Kindergarten Classroom	2	1,000-1,175	2,200	Includes 50 sf toilet and 100 sf storage closet
Kindergarten Classroom	2	1,000-1,175	2,200	Includes 50 sf toilet and 100 sf storage closet
Grade 1 and 2 Classroom	4	800-900	3,200	
Resource Rms	5	300	1500	Reading, Math, OP/PT, Sped
Science Lab	1	900	900	
Storage	2	200	400	
Office/Teachers Workroom	2-3	Varies	500	
Total			10,900	

The architect will be expected to minimize the movement of 'hard' walls and fit the proposed programmed spaces into the existing building. Tolerances of + or – 5-15% are acceptable as is the combination of spaces within a suite. Adjacencies as specified are desirable, but options may be considered and should be reviewed with the planning team.

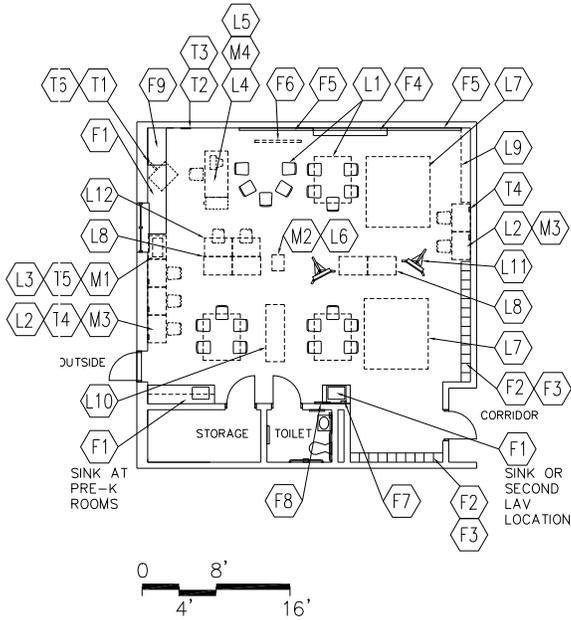
Addition (Net)

Spaces	Comments		
	Quantity	S.F.*	
Media Center	1	3,100	
Gymnasium	1	4,450	
Building Services		2,000	Bathrooms, custodial, corridors
Total		9,550	

Corridors in the new and renovated areas should include 2 and 3 D display areas.

PRE-K-S / KINDERGARTEN

E-ACA-1A



CAPACITY:

- Teachers
- 20-22 students (HS/PK/K)
- Parents/other staff

SIZE:

- 1,175 SF

ANCILLARY SPACES:

- Pre-K/Kindergarten Restroom E-ACA-16 (50 SF)
- Storage closet (100 SF)

SPATIAL RELATIONSHIPS:

- See illustration
- Near Workroom/Teacher Office
- Group classrooms for potential teaming
- Locate coat cubbies near door (staff prefer a coat room)
- Locate at first floor for emergency evacuations, if possible

GOALS:

- To foster self-discipline, independence, and responsibility
- To help children develop positive concepts about themselves and their capabilities
- To encourage and develop independent thinking and good work habits
- To develop language as a tool of learning and as a means of communication
- To provide and develop fundamental academic, social, emotional, physical, and thinking skills

PROGRAM ACTIVITIES:

- Whole group
- Teacher directed
- Small group
- One-on-one instruction
- Cooperative learning
- Discovery
- Language Arts
- Inquiry

ENVIRONMENTAL CONSIDERATIONS:

- Windows to provide natural light and egress
- Adequate ventilation
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Uniform lighting
- Proportion classroom for effective viewing and listening from all areas of the classroom
- Window treatment to darken room for AV presentation

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. Locate sink at chase wall of restroom (or in close proximity)
3. Locate restroom chase as close to corridor as possible to minimize pipe runs
4. Where rooms are paired provide two lavatories with joint access (not including sink in casework).

PRE-K - S / KINDERGARTEN

E-ACA-1A

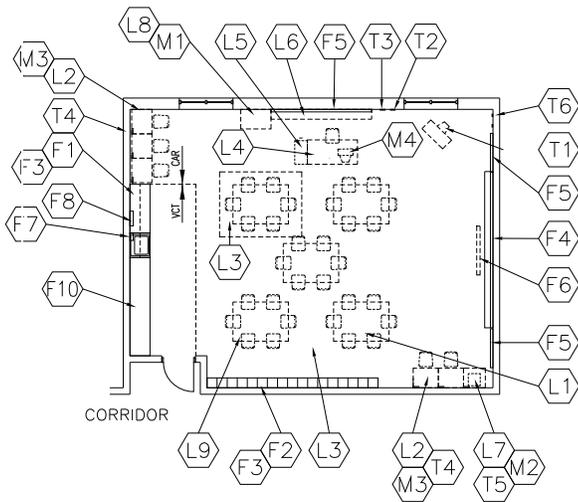
<u>Finishes:</u>	Spec. <u>Ref.#</u>	<u>Features:</u>	Spec. <u>Ref.#</u>
Flooring:		Fixed Equipment:	
Rubber tile	096519/096816	F1 Casework:	123200
Base:		Base/wall cabinets by sink	
Resilient base	096519	Sturdy shelving on 3 walls in storage area	
Ceiling (9' high minimum):		F2 Carpentry:	
Suspended, acoustical	095113	Student cubbies (24)	064123
Walls:		F3 Casework:	
Painted concrete masonry units or dry wall	042000/099123	Wall shelving (24 LF- H 30-32")	123200
<u>Loose Furnishings:</u>		F4 Two magnetic marker boards	101100
L1/ 25 stackable chairs, 3-5 tables		One student height	
L2 3-5 computer stations; 1 printer		F5 Tack board (16-24 LF)	
L4 Teacher work station w/ mobile storage and 2 chairs		Plus two (2) parallel rows of continuous tack strips on all available walls (4 LF or longer) at 30" and 48" AFF – tackable surface on some walls is desirable	
L5 Four-drawer file cabinet		F6 Manual projection screen (60"X60")	115213 ³
L6 Adjustable audio-video cart – teacher use		F7 Soap dispenser	102800
L7 Bound carpet rug (large for storytelling, small blocks rug		F8 Towel dispenser	102800
20 cots and carrier		F9 Casework: Teachers lockable wardrobe (18"X18")	123200
L8 Mobile shelving (various)		<u>Fire Suppression:</u>	Div. 21
L9 Bookshelves (open or closed)		Fire suppression system	
L10 Mobile tote tray storage		<u>Plumbing:</u>	Div. 22
L11 Learning center sets such as sand/water tables, kitchen, child-height dining, art cart, easels, listening center, and blocks.		Double bowl stainless steel sink (shallow and deep) with drinking fountain	
<u>Communications:</u> ²	Div. 27	Plumbing connections	
T1 Video port, monitor, VCR/DVD, and brackets		Wall-mounted toilet and sink	
T2 Voice port and phone		Wall-mounted sink w/ bubbler in classroom	
T3 Data port near teacher workstation		<u>HVAC:</u>	Div. 23
T4 5 data ports for student use		Supply/return air system	
T6 Cable/MATV port		Independent temperature control	
Central sound system		Exhaust air system (toilet)	
Clock		<u>Electrical:</u>	Div. 26
<u>Miscellaneous:</u>		Duplex receptacles	
M2 Projection device	Div. 27	3 per primary teaching wall	
M3 3-5 computers for students use		At least 2 per other walls	
M4 Computer for teachers use		TVSS protected quad receptacle adjacent to each data and video port	
Audio enhancement equipment		Multilevel switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications – Technology, Section 1240.
3. Items listed as casework may be purchased as furniture

GRADES 1-2 CLASSROOM

E-ACA-2



SIZE:

- 800 SF to 900 SF

CAPACITY:

- 20-22 students (1st –2nd)
- 1 teacher
- Staff members
- Guest speakers/volunteers

GOAL:

- A flexible space to accommodate any of the core academic disciplines

PROGRAM ACTIVITIES:

- Large group instruction
- Small group instruction and group work
- Classroom work/lectures
- Computer instruction
- Team teaching
- Oral presentations
- Group and teamwork activities
- Testing

SPATIAL RELATIONSHIPS:

- Near main Corridor
- Near Media Center
- Near Workroom/Teacher Office
- Group classrooms for potential teaming
- Locate cubbies near student work area
- Locate coat cubbies near door

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Windows to provide natural light and egress
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Adequate ventilation
- Proportion classroom for effective viewing and listening from all areas of the classroom
- Window treatment to darken room for AV presentations

NOTES:

1. Lose furnishings and features shown represent one of many possible arrangements.
2. Storage closets should be combined with adjacent Teacher Office/Workroom
3. Items listed as casework may be purchased as furniture

GRADES 1-5 CLASSROOM

E-ACA-2

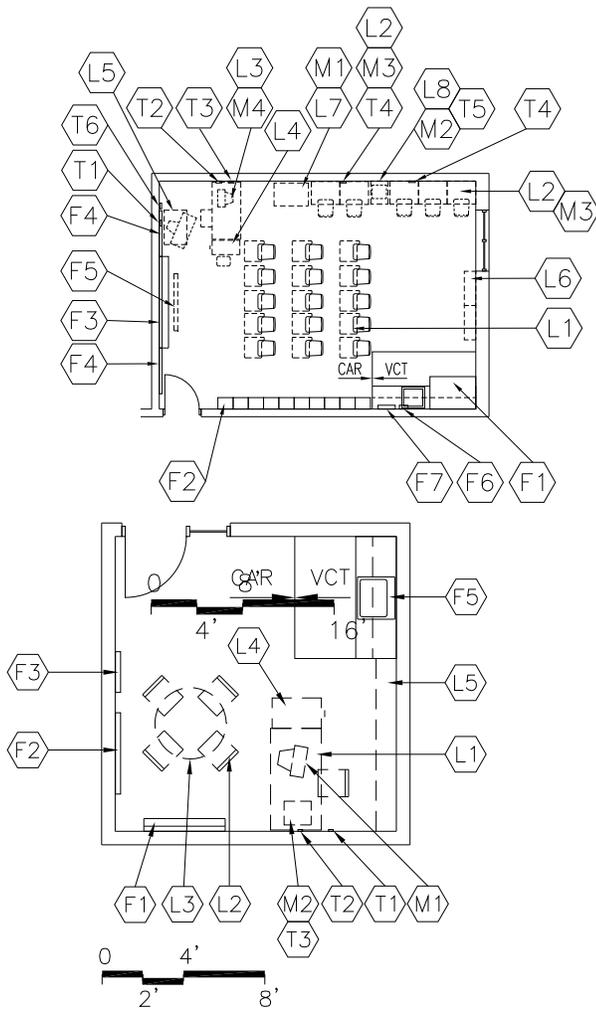
	Spec. Ref.#		Spec. Ref.#
<u>Finishes:</u>		<u>Features:</u>	
<u>Flooring:</u>		<u>Fixed Equipment:</u>	
Rubber tile flooring	096519	F1 Casework:	123200
		Base/wall cabinets by sink	
<u>Base:</u>		Sturdy shelves on 3 walls in storage area	
Resilient base	096519	F2 Carpentry:	
		Student cubbies (24)	064123
<u>Ceiling (9' high minimum):</u>		F3 Casework:	
Suspended, acoustical	095113	Wall shelving (24 LF- H 30-32")	123200
		F4 Marker board (2 walls)	101100
<u>Walls:</u>		16 LF primary/8 LF secondary	
Painted concrete masonry units	042000/099123	F5 Tack board flanking marker boards	101100
One tackable wall surface	101100	Plus two (2) parallel rows of continuous tack strips on all available walls (4 LF or longer) at 30" and 48" AFF	
<u>Loose Furnishings:</u>		F6 Manual projection screen (60"X60")	115213 ³
L1 5 tables or 25 student desks (see Furniture Standards)		F7 Soap dispenser	102800
L2 3-5 computer workstations and chairs – student use		F8 Towel dispenser	102800
L3 Bound carpet rugs		F9 Casework: Lockable teacher's Wardrobe (18"X18")	123200
L4 Teacher workstation with mobile storage and 2 chairs			
L5 Four drawer file cabinet		<u>Plumbing:</u> Div. 22	
L6 Adjustable height bookshelves		Sink with drinking fountain	
L8 Adjustable audio-video cart- teacher use		Plumbing connections	
L9 22/25 student chairs		<u>HVAC:</u> Div. 23	
Wastebasket		Supply/return air system	
		Independent temperature control	
<u>Communications:</u>	Div. 27	<u>Electrical:</u> Div. 26	
T1 Video port, monitor, VCR/DVD, and brackets		Duplex receptacles	
T2 Voice port and phone		3 per primary teaching wall	
T3 Data port		2 per other walls	
T4 3-5 data ports for student use		TVSS protected quad receptacle adjacent to each data and video port	
T6 Cable/MATV port		Multilevel switching	
Electronic white board		Fluorescent lighting	
<u>Electronic Safety and Security:</u>	Div. 28	Illumination level: See Table 7600-16	
Life safety devices per code		Clock	
		Central sound system	
<u>Fire Suppression:</u>	Div. 21	<u>Miscellaneous:</u>	Div. 27
Fire suppression system		M1 Projection device on cart	
		M3 3-5 computers for student use	
		M4 Computer for teacher use	
		Audio enhancement equipment	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications – Technology, Section 1240.

RESOURCE

E-ACA-6



CAPACITY:

- 1-8 students
- 1-2 staff

SIZE:

- 300-400 SF

PROGRAM ACTIVITIES:

- Group and individual practice
- Student assessment

SPATIAL RELATIONSHIPS:

- Near Academic Core areas
- Near Special Needs Classroom

GOAL:

- To provide private training for students

PROGRAM ACTIVITIES:

- Group and individual practice
- Student assessment

SPATIAL RELATIONSHIPS:

- Near Academic Core areas
- Near Special Needs Classroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35

Finishes:

	<u>Ref.#</u>
Flooring: Carpet	096816
Base: Resilient base	096519
Ceiling:	
Suspended, acoustical	095113
Walls:	
Painted gypsum wallboard over metal studs	092116/ 099123

Loose Furnishings:

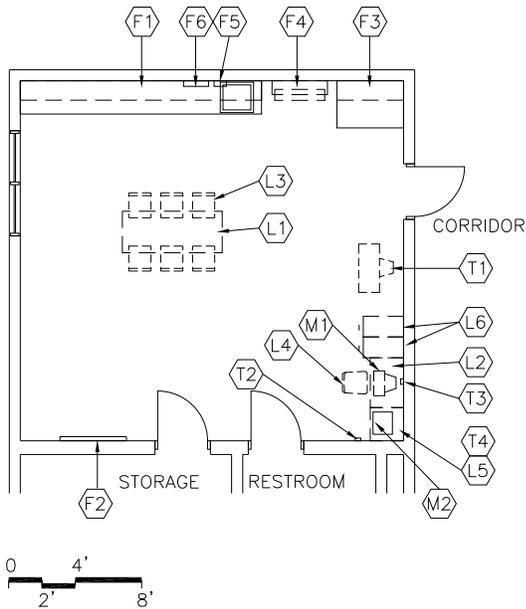
L1	Desk and chair
L2	Visitor chairs
L3	Small table
L4	Four-drawer file cabinet
L5	Adjustable height bookshelves (12 LF) Wastebasket

Features:

	<u>Spec.</u>	<u>Ref.#</u>
Fixed Equipment:		
F1	Marker board (4 LF)	101100
F2	Tack board (4 LF)	101100
F3	24" x 60" Mirror	088000
F4	Casework:	
	Base/wall cabinet	123200
F5	Soap dispenser	102800
F6	Towel dispenser	102800

WORKROOM/TEACHER OFFICE

E-ACA-12



CAPACITY:

- Teachers
- Teachers' assistants
- Parents/volunteers

ANCILLARY SPACES:

- Staff Restroom
- Storage

GOALS:

- To provide a space where adults can meet for committee work
- To provide a space where teachers can perform administrative work
- To provide a space for storage of grade-level materials

PROGRAM ACTIVITIES:

- Team staff meetings
- Lesson planning and grading
- Scheduling appointments
- Record keeping
- Develop and review teacher materials

Miscellaneous:

- M1 Computer
- M2 Network printer

SPATIAL RELATIONSHIPS:

- Near Academic Core classrooms
- This area may be divided among the different floor levels
- Access to Staff Restroom(s) from within Workroom/Teacher Office

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Adequate ventilation
- Electrical outlets for equipment
- Window to provide natural light, desirable

<u>Finishes:</u>	<u>Ref.#</u>
Flooring: Rubber tile flooring	096519
Base: Resilient base	096519
Ceiling:	
Suspended, acoustical	095113
Walls:	
Painted concrete masonry units	042000/099123

Loose Furnishings:

- L1 Table
- L2 Computer workstation furniture
- L3 6 chairs
- L5 Printer table
Wastebasket

Communications:

Div. 27

- T1 Video port, monitor, and brackets
- T2 Voice port and phone
- T3 Data port near workstation
- T4 Data port at printer (network)

<u>Features:</u>	<u>Spec.</u>	<u>Ref.#</u>
Fixed Equipment:		
F1 Casework: Base cabinets (sink) Wall cabinets/shelving		123200
F2 Tack board (4 LF)		101100
F3 Casework: Deep storage for poster board		123200
F4 Towel dispenser		102800
F5 Soap dispenser		102800

MEDIA CENTER (Addition)

Spaces	Qty.	S.F.	Total	Comments
Reading/Learning/Circulation	1	1,980	1,980	
Office/Workroom/storage	1	220	220	
Adult Learning Lab	1	800	800	May be located in one of the existing buildings or may be incorporated into the media reading room with a temporary wall for private meetings
Telecom Head End Room	1	100	100	
Total			3,100	

The Media Commons should serve as the hub of the school and should be a place that “ignites the spark of imagination and possibility in children, as well as to feed their passion for discovery and learning.” (allencentre.wiskispaces.com/The Allen Centre).

It should be an inviting, relaxed, flexible, yet purposeful learning hub that provides intellectual access to an assortment of resources in multiple formats in order to foster learning, studying, research, and content creation (using print, online resources and technology) for our 21st Century learners. The flexible space which provides multiple distinct areas should accommodate independent and group work and exploration simultaneously and be a space where students can explore their own interests as well as curriculum content (using both print and curriculum-related, accurate and up-to-date electronic resources), where teachers can collaborate, find materials, and bring classes to enhance student learning, and where the library media specialist is working collaboratively with all members of the learning community to improve student achievement. It should be a place that nurtures a contagious passion for lifelong reading and learning embracing the ever-changing technology of our world.

The media center should have the following activity areas:

- Storytelling area with a raised platform and interactive white board
- Teaching/discovery area
- On-line research area and card catalog
- Periodical area located close to relaxed seating area
- Book checkout/main desk

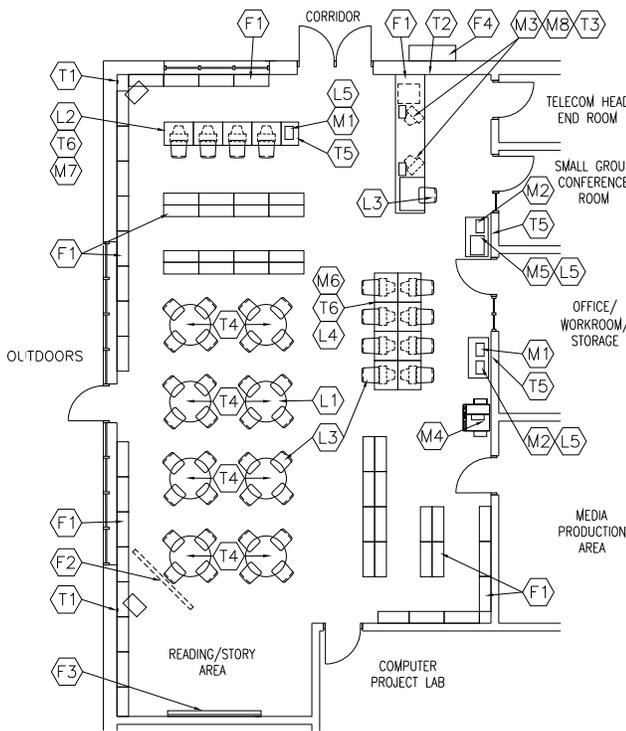
World map on one wall

Shelving

- Collection approx. 10-12,000 books
- 500 linear feet split between perimeter and free standing shelving per below requirements
 - a. Free-standing shelving for elementary schools should be no more than 36” high. Perimeter shelving should be no more than 48” high.
 - b. All shelves should be adjustable. Avoid using adjustable shelves that will fall if one shelving bracket or clip is missing.
 - c. All shelving units should have backs.
 - d. Free-standing shelving units should be on casters to facilitate re-configuring space for library-related activities.
 - e. Shelves should be 12” deep. Each section should be no more than 36” wide. (Shelves longer than 36” in length may warp.)
 - f. Free-standing shelving units may be double-sided.
 - g. 42 feet of picture book shelving is needed – see staff for description.
 - h. Perimeter shelving units should be braced and/or anchored.

READING/LEARNING/CIRCULATION AREA

E-MC-1



CAPACITY:

- 50 students
- 2 teachers
- 1 media specialist
- Media assistant
- Community patrons after school hours

SIZE:

- 1,980 SF

ANCILLARY SPACES:

- Telecom Head End Room (E-MC-5)
- Office/Workroom/Storage (E-MC-6)

GOAL:

- To provide students, staff and community with access to information and quiet study areas

PROGRAM ACTIVITIES:

- Reading and story telling
- Circulation of materials and resources including online catalogs
- Large group and small group instruction
- Meeting areas for community, staff, and parents
- Research

SPATIAL RELATIONSHIPS:

- Circulation area located close to entrance/exit
- Reference/catalog areas located near entrance and close to circulation

ENVIRONMENTAL CONSIDERATIONS:

- Recessed floor (data and duplex) outlets in floor at tables
- Adequate ventilation
- Lighting appropriate to task with switches to dim separate zones of Media Center
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets at entrance for future security system
- Electrical outlets at all column locations
- Windows to provide natural light
- Security of school when center is in use after school hours
- Ceiling height in proportion to room dimensions
- Open flow for traffic in reference/professional/periodical areas
- Electrical outlets in toe space of wall shelving
- Window treatment to darken room for AV presentation
- Sound attenuation between M.C. and Gym

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. Freestanding book stacks shall be no higher than 42" high. Book stacks against the wall may be 60" high. Coordinate with other equipment and windows.

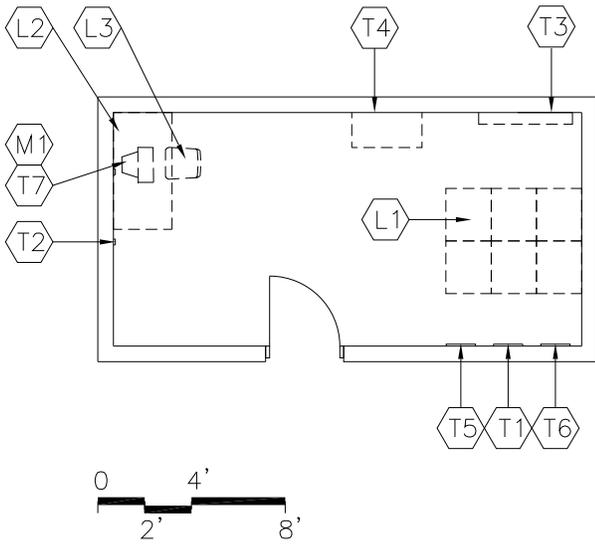
READING / LEARNING / CIRCULATION AREA

E-MC-1

	Spec. Ref.#		Spec. Ref.#
<u>Finishes:</u>		<u>Features:</u>	
<u>Flooring:</u>		<u>Fixed Equipment:</u>	
Carpet	096816	F1 Library casework	123550
<u>Base:</u>		F2 Motorized projection screen	115213
Resilient base	096519	F3 Marker board (8 LF)	101100
<u>Ceiling:</u>		F4 Display case	123559
Suspended, acoustical	095113		
<u>Walls:</u>		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units		Fire suppression system	
042000 / 099123			
		<u>Plumbing:</u>	
<u>Loose Furnishings:</u>		N/A	
L1 8-10, four-person tables (adj. heights)		<u>HVAC:</u>	Div. 23
L2 2 automated card catalog stations		Supply/return air system	
L3 50 chairs		Independent temperature control	
L4 10 seated reference stations			
L5 Printer table		<u>Electrical:</u>	Div. 26
Some soft seating		Duplex receptacles	
		TVSS protected quad receptacle	
<u>Miscellaneous:</u>		adjacent to each data and	
M1 1 printer		video port	
M3 1 bar code reader		Single-level switching	
M5 Digital scanner		Fluorescent lighting	
M6 8-10 computers for student use		Illumination level: See Table 7600-16	
M7 2 computers for reference		Means of egress lighting per code	
M8 2 computers for staff use		Central sound system	
		Floor boxes (electrical/data) throughout	
		reading room for flexible loose	
		furnishings layout	
		<u>Communications:</u>	Div. 27
		T1 2 video port, monitor, VCR/DVD,	
		and brackets	
		T2 Voice port and phone	
		T3 2 data ports at circulation desk	
		T4 10 data ports for student use	
		T5 2 data ports for printers	
		T6 2 data ports for automated data card	
		catalog	
		Cable/MATV port	
		Interactive white board	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

TELECOM HEAD END ROOM

E-MC-5



CAPACITY:

- 1-2 staff members

SIZE:

- 100 SF

ANCILLARY SPACES:

- Reading/Learning/Circulation Area (E-MC-1)

GOALS:

- To provide a secure area to serve as the information hub of the school. File servers will serve the building computer network
- To provide satellite up and down links that will send and receive voice, video, and data
- Location of cable TV input and output
- All areas of the school are to be wired to this area

PROGRAM ACTIVITIES:

- Voice, video, data reception, and distribution
- Security system location
- Network management
- Telephone wiring entry and distribution
- Cable and CCTV reception and broadcasting

SPATIAL RELATIONSHIPS:

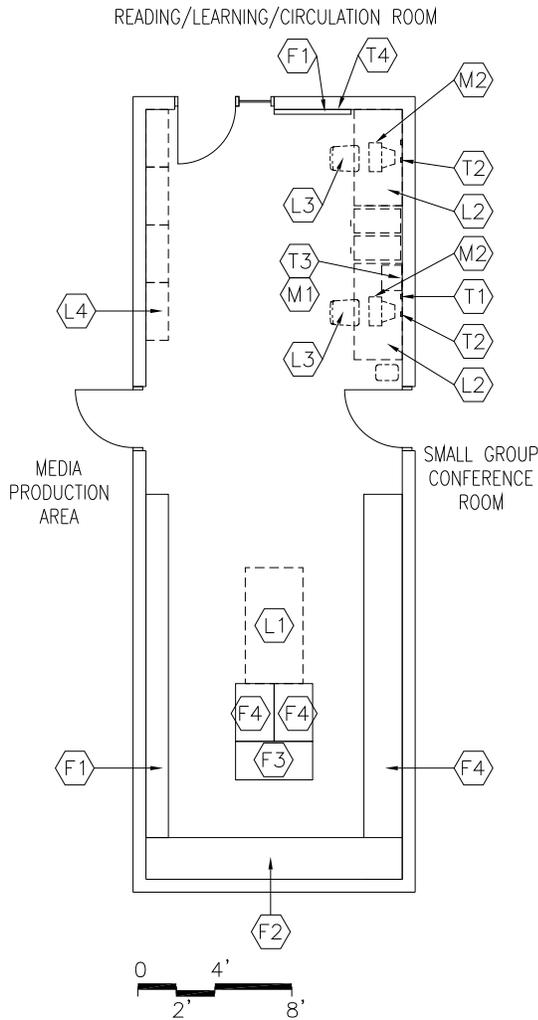
- May also be located in the Administration Area
- Adjacent to and access to Reading/Learning/Circulation Area
- Could be accessed from workroom in lieu of Reading/Learning/Circulation Area
- Additional access from corridor

ENVIRONMENTAL CONSIDERATIONS:

- Adequate power supply will be required and auxiliary UPS power for back-up (Quality of power is important.)
- Dedicated electrical circuitry
- Air conditioning dedicated to this space
- Adequate ventilation
- Access to ceiling and walls for modification to systems and wiring
- Security of door

COMBINED OFFICE/WORKROOM

E-MC-6



PROGRAM ACTIVITIES:

- Storage of materials
- Storage of A/V materials and videotapes
- Scanning
- Digitizing

SPATIAL RELATIONSHIPS:

- Adjacent to and access to Reading/Learning/Circulation Area
- Located behind circulation desk

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Auditory privacy

BUILT-INS

- Sink
- Cabinets and shelving

Loose Furnishings:

- L1 Work table
- L2 Computer workstation
- L3 Chair
- L4 Adjustable height bookshelves
- L5 Four – drawer file cabinets
Photocopy machine

Features:

Fixed Equipment:	Spec. Ref.#
F1 Storage shelving	105613
F2 Casework: Lockable tall cabinet (24" deep)	123200
F3 Poster/map storage	123200
F4 Casework: Base cabinets with power strip	123200

CAPACITY:

- Media specialists

SIZE:

- 220 SF

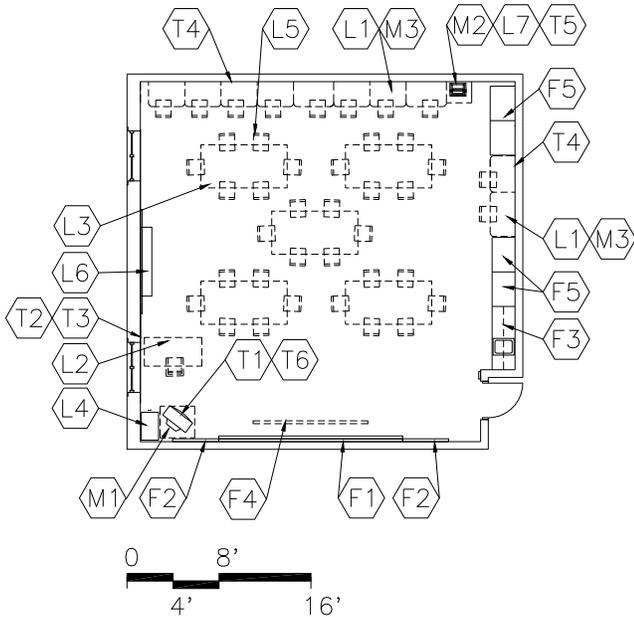
ANCILLARY SPACES:

- Reading/Learning/Circulation Area (E-MC-1)

GOAL:

- To provide a less visible and secure space for processing incoming materials and storage of materials

ADULT LEARNING LAB



CAPACITY:

- Up to 40 people
- Guest speakers

GOAL:

- To provide flexible space as a resource area for interdisciplinary activities
- To provide a place where the staff can meet

PROGRAM ACTIVITIES:

- Large group and small group activities
- Computerized instruction/research
- Visiting speakers

SPATIAL RELATIONSHIPS:

- Near Media Center

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Windows to provide natural light and egress
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Comfortable rooms with pleasant décor that contribute to an atmosphere conducive to creativity
- Window treatment to darken room for AV presentation

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.

ADUT LEARNING LAB

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>			
Flooring:		<u>Fire Suppression:</u>	Div. 21
Vinyl composition tile	096519	Fire suppression system	
Base:		<u>HVAC:</u>	Div. 23
Resilient base	096519	Supply/return air system	
Ceiling: (9' high minimum)		Independent temperature control	
Suspended, acoustical	095113	<u>Electrical:</u>	Div. 26
Walls:		Fluorescent lighting	
Painted concrete masonry units or dry wall		Illumination level: See table 7600-16	
042000 / 099123		Multilevel switching	
<u>Loose Furnishings:</u>		Duplex receptacles	
L3 5 rectangular tables		3 per wall	
L5 40 chairs		TVSS protected quad receptacle	
L6 Adjustable height bookshelves (72 LF)		adjacent to data and video ports	
Wastebasket		Central sound system	
		Clock	
		<u>Communications²:</u>	Div. 27
<u>Features¹:</u>	Spec.	T1 1 video port, monitor, VCR,	
		and brackets	
Fixed Equipment:		T2 1 voice port and phone	
F1 Marker board (16 LF)	101100	T4 10 data ports	
F2 Tack board (8-16 LF)	101100	T5 1 data port for printer	
F3 Casework:		T6 1 cable/MATV port	
Base/wall cabinets	123200	Electronic white board	
F4 Manual projection screen	115213	<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
 Refer to the Educational Specifications - Technology, Section 1240

Gymatorium (Addition)

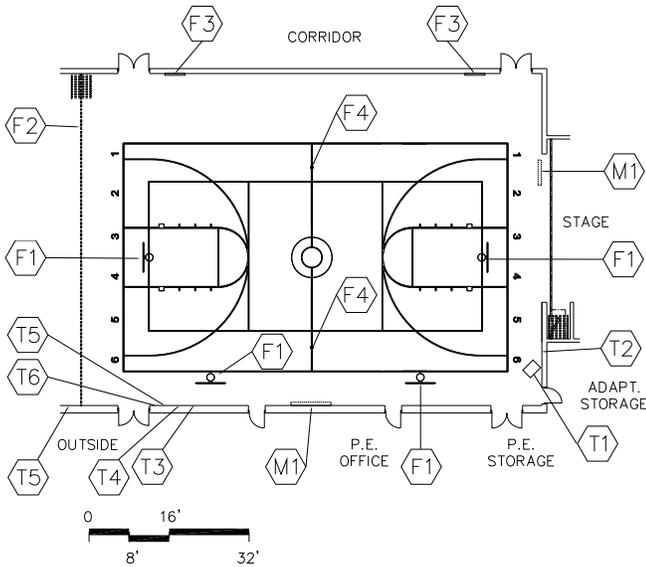
Spaces	Suggested			Comments
	Qty.	S.F.	Total	
Multipurpose Room	1	3,200	3,200	
Chair and Table Storage	1	200	200	
Stage	1	800	800	
PE Storage/office	1	250	250	
Total			4,450	

Comments: Consider options to open the multi-purpose space to the play area (behind stage)

The gymatorium should have the following features:

- Telescoping bleachers facing the stage
- Score Board hook-ups
- Flexible Wall to Divide the Room into Two
- Small, Elevated Stage with an indoor/outdoor feature
- A large pull-down screen
- Regulation athletic fixtures including floor markings, wall-mounted safety mats, drinking fountains, suspended basketball backboards, and floor hardware for volleyball standards

**GYMNATORIUM
E-PE-1**



CAPACITY:

- 20-24 students per class
- Teacher
- Parents and community members for meetings
- Assemblies to accommodate at least 1/2 of the student body

ANCILLARY SPACES:

- P.E. Office (E-PE-2)
- P.E. Storage (E-PE-4)
- Stage (E-PE-5)

GOALS:

- To provide space for P.E. classes to meet
- To provide space for students to present performances

PROGRAM ACTIVITIES:

- Athletic skills and leader games
- Student assemblies and programs
- Lectures/Teaching
- Community use

SPATIAL RELATIONSHIPS:

- Near public restrooms, with easy access
- Access to outdoor physical education play areas
- Near visitor parking
- Located with easy access to rest of school, but must be able to close off area for security during evening activities
- Adjacent and access to P.E. Office
- Adjacent and access to P.E. Storage
- Adjacent and access to Stage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 50
- Adequate sound control/acoustics
- Clear height of 20' from floor to nearest obstruction
- Electrical outlets for equipment
- Drinking fountain in adjacent area
- Structure, lighting, and ducts designed not to trap P.E. balls
- Ceiling heights should be proportional to room volume

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. This size space will not accommodate a full-size basketball court.

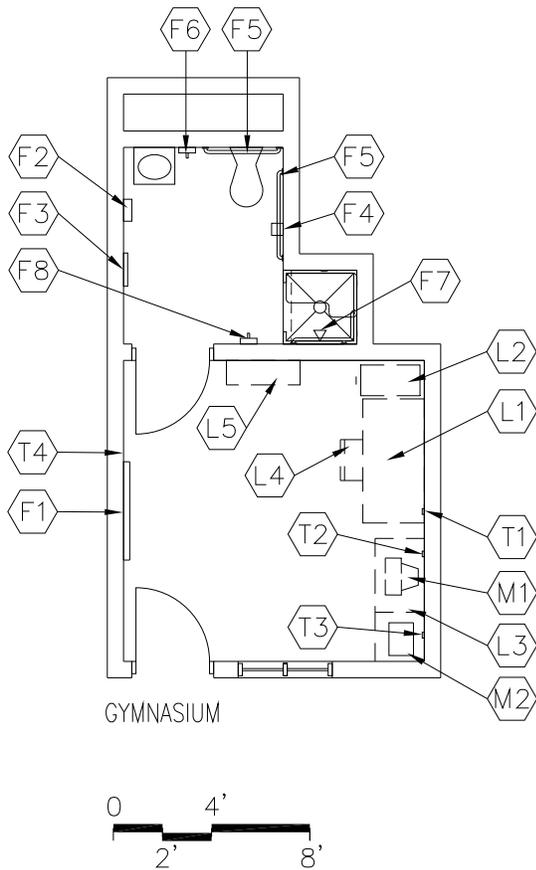
**GYMNATORIUM
E-PE-1**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes</u> ¹ :		<u>Features</u> ¹ :	
Flooring:		Fixed Equipment:	
Wood strip flooring for athletic applications or resilient athletic flooring	096466	F1 Basketball backstops, adjustable height (ceiling hung or portable)	116600
	096566	F3 Chin-up bars	116600
		F4 Volleyball standards	
Base:		<u>Fire Suppression</u> :	Div. 21
Vented resilient base	096466	Fire suppression system	
Ceiling:		<u>Plumbing</u> :	
Painted exposed structure on acoustical deck	099923	N/A	
Walls:		<u>HVAC</u> :	Div. 23
Painted concrete masonry units	042000 + 099123	Supply/return air system	
Acoustical wall treatment	098400	Independent temperature control	
And/or sound absorbing concrete masonry units	042000		
<u>Loose Furnishings</u> :		<u>Electrical</u> :	Div. 26
N/A		Duplex receptacles	
		TVSS protected quad receptacle adjacent to each data and video port	
<u>Communications</u> ² :	Div. 27	Electrical connections to P.E. equipment where necessary	
T1 Video/cable/MATV port		Single-level switching	
T2 Voice port and phone		High intensity discharge lighting	
T3 Microphone port		Illumination level: See Table 7600-16	
T4 Intercom		Means of egress lighting per code	
T5 Outside microphone ports/portable System (wireless mics)		Clock	
T6 Data port		Central sound system	
Jacks for sound system		Provide wire guards on light fixtures and electrical devices	
Television on cart			
<u>Electronic Safety and Security</u> :	Div. 28		
Life safety devices per code			

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications – Technology, Section 1240.

**P.E. OFFICE/STORAGE
E-PE-2**



GOAL:

- To provide a work area for physical education faculty and staff to conduct administrative duties

PROGRAM ACTIVITIES:

- Ordering
- Scheduling
- Planning
- Maintaining records
- Meetings

SPATIAL RELATIONSHIP:

- Adjacent and access to Gymnasium
- Near restrooms

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light, desirable
- Auditory privacy

CAPACITY:

- 1-2 teachers
- Student teachers

SIZE:

- 250 SF

ANCILLARY SPACES:

- Gymnasium (E-PE-1)

NOTES:

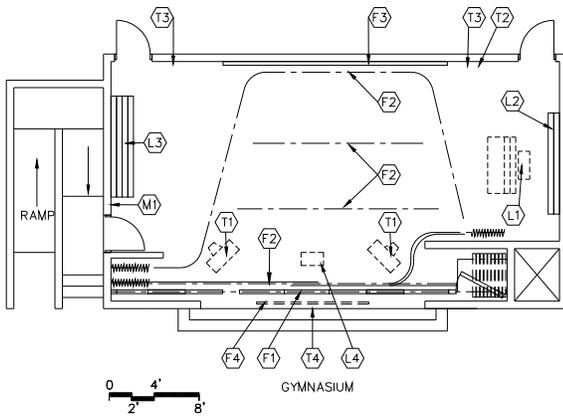
1. Loose furnishings and features shown represent one of many possible arrangements.

**P.E. OFFICE
E-PE-2**

<u>Finishes¹:</u>	Spec. <u>Ref.#</u>	<u>Features¹:</u>	Spec. <u>Ref.#</u>
Flooring:			
Office: Resilient tile flooring	096519	F1 Tack board (4 LF)	101100
Toilet: Ceramic tile	093013	F2 Towel dispenser	102800
		F3 24" x 60" mirror	102800
Base:			
Office: Resilient base	096519	F4 Toilet tissue holder	102800
Toilet: Ceramic tile base	093013	F5 36" and 42" grab bars	102800
		F6 Soap dispenser	102800
		F7 ADA shower accessories	102800
		F8 Coat hook	102800
Ceiling:			
Acoustical, suspended	05113		
Walls:			
Painted concrete masonry units	042000 / 099123	<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
		<u>Plumbing:</u>	Div. 22
		Plumbing connections	
		Wall mounted lavatory	
		Wall mounted water closet	
		Shower	
		Floor drains - in restroom and shower	
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
L1 Amin. workstation		Supply/return air system	
L2 Four-drawer file cabinet		Independent temperature control	
L4 Ergonomic task chair			
L5 Adjustable height bookshelves (12 LF)			
Wastebasket			
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Computer		Duplex receptacles	
M2 Printer		Single-level switching	
		TVSS protected quad receptacle adjacent to data port	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Central sound system	
		<u>Communications²:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port near teacher workstation	
		T3 Data port for printer	
		T4 Cable/MATV port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications - Technology, Section 1240.



GOAL:

- To provide space for students to present performances

PROGRAM ACTIVITIES:

- Student assembly/award programs
- Theatrical/musical performances
- In-service conferences

SPATIAL RELATIONSHIPS:

- Near public restrooms
- Outside access
- Near visitor parking

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Stage to be no more than 21" above gymnasium floor
- Direct and convenient access to stage via stairs/ramps

CAPACITY:

- Students
- Teachers
- Parents/volunteers
- Community members

SIZE:

- 800 SF

ANCILLARY SPACES:

- Gymnatorium (E-PE-1)

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.

**STAGE
E-PE-5**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Wood strip flooring for athletic applications	096466	F1 Operable partition, manual	102226
		F2 Theatre and stage equipment	116143
		F3 Mirror	088000
		F4 Motorized projection screen	115213
Base:			
Vented	096466		
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Or painted exposed structure	099123		
Walls:		<u>Plumbing:</u>	Div. 22
Painted concrete masonry units		Fire protection system	
	042000 / 099123		
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
L1 Student piano		Supply/return air system	
(secure storage required)		Independent temperature	
L4 Podium		Control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Handheld and lavalier microphones		Duplex receptacles	
		3 to be located in apron at front of stage	
<u>Communications²:</u>	Div. 27	TVSS protected quad receptacle	
T1 2 video port, monitor, VCR, and bracket		adjacent to each data and video port	
T2 Voice port and phone		Multilevel switching	
T3 2 data ports on stage		Fluorescent lighting	
T4 Data port in center of stage apron		Illumination level: See Table 7600-16	
Cable/MATV Port		Clock	
		Adjustable lighting tracks for front of stage, center of stage, and back of stage	
<u>Electronic Safety and Security:</u>	Div. 28	Central sound system	
Life safety devices per code		1 microphone jack to be located in apron at front of stage	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to the Educational Specifications – Technology, Section 1240.
3. Piano shall be securely stored in adjacent storage room.