

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



REQUEST FOR PROPOSALS

**ARCHITECTURAL/ENGINEERING SERVICES
ORR ELEMENTARY SCHOOL**

November 3, 2015

Proposal Due Date: December 1, 2015 by 2:00 p.m.

Preproposal Conference: November 9, 2015 at 1:00 p.m.

to be held at:

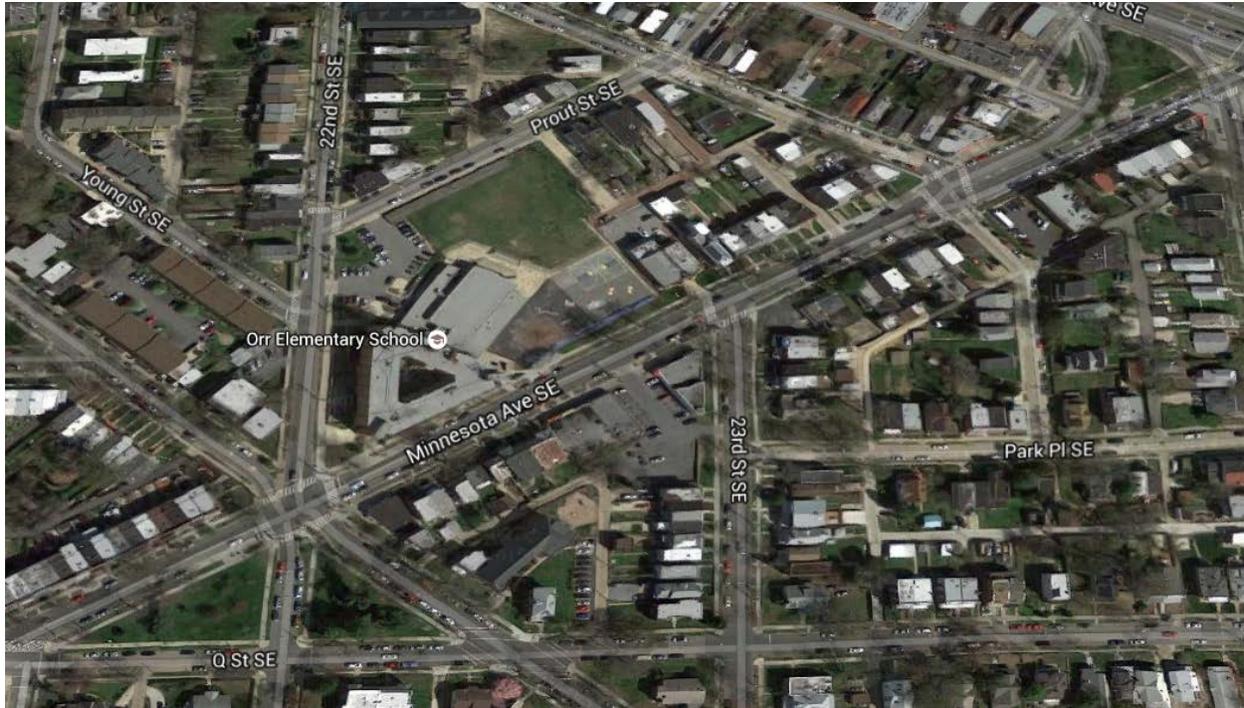
**Frank D. Reeves Center
2nd Floor Community Room
2000 14th Street, NW
Washington, DC 20009**

Contact: Thomas D. Bridenbaugh
Leftwich, LLC
1400 K Street, NW
Suite 1000
Washington, D.C. 20005
Phone: (202) 434-9100

Solicitation Number: DCAM-16-AE-0033

Executive Summary

The District of Columbia Department of General Services (“DGS” or “Department”) is issuing this Request for Proposals (“RFP”) to engage a design firm to serve as the architect/engineer (the “Architect”) for the new Orr Elementary School (“Orr”). Orr Elementary School is located at 2200 Minnesota Avenue, SE, Washington, DC 20020. The existing building was constructed in 1974 and has an open space plan with a capacity of less than 400 students. The classroom wing is triangular with windows only into the courtyard limiting the natural light in the building.



The Department’s desire is to construct a new building on the site in order to create a 21st century learning environment for 450 students. A copy of the Education Specifications for the new facility are attached hereto as **Attachment A**.

It is anticipated that the new Orr Elementary School would be situated off of Prout Street, SE, moving the main entrance to the school away from Minnesota Avenue, SE. It is anticipated that the existing footprint would not (or will only slightly) overlap with that of the existing building. As such, it is expected that the school population will remain in the existing building while the new building is constructed. Once the new building is constructed, the existing building will be razed and related site work completed.

Through this solicitation, the Department seeks to engage an Architect to provide a full range of design services necessary for the construction of the new Orr Elementary School, including related site improvements and razing the existing facility (the “Project”). The Project shall be designed in such a way so as to achieve, at a minimum, LEED for Schools – Gold certification and must meet the requirements of the recently adopted International Green Construction Code.

The Department's budget for this Project (hard costs and FF&E) is \$36 million. It is expected that the new building would be substantially complete no later than July 12, 2018, and that the razing of the existing building and related site work would be completed in the spring of 2019.

A.1 Project Delivery Method

The Department intends to implement the Project through a modified design-build approach. Initially, the Architect engaged through this procurement will work directly for the Department. In the spring of 2016, the Department intends to engage a builder who will work with the Architect to ensure that the design developed by the Architect is consistent with the Department's budget and schedule for the Project. The Department envisions that a set of design development documents will be completed in early September 2016, at which point the builder will provide a Guaranteed Maximum Price ("GMP") based upon the approved design development documents. It is contemplated that the GMP will be finalized in winter 2016. Concurrent with the execution of the GMP, the Department will assign the Architect's contract to the builder. From and after that point, the Architect will work directly for the builder as part of a design-build team.

A.2 Form of Contract; Scope

The Form of Contract will be issued by an amendment to this RFP. Offerors should carefully review the Form of Contract when submitting their proposal. To the extent there are any inconsistencies between this RFP and the Form of Contract, the Form of Contract shall prevail. Offerors are further advised that they are required to submit their proposal premised upon entering into a contract that is substantially similar to the Form of Contract and that any proposed changes to the Form of Contract must be clearly identified and described in their proposal. A proposal that fails to specifically identify and describe the requested changes shall be deemed non-responsive.

A.3 Design Fees; Incentives

As will be more fully described in the Form of Contract, the selected Architect will be paid a fixed price for all design and construction phase services. Offerors will be required to bid a Design Fee that covers all of the Offeror's costs associated with the preparation of: (i) concept designs; (ii) a schematic design; (iii) a set of design development documents; (iv) a set of construction documents; (v) a hazardous materials abatement and raze package(s) for the existing building; and (vi) construction administration services.

The design approval and the GMP package will be based on a set design development documents. As such, the design development documents will require a greater level of detail than is typically required in design development documents, and in particular, the Department will expect a greater level of detail with regard to the MEP systems and finishes. The Department further envisions that certain early release packages may be required in order to maintain the schedule and may include: (i) a foundation-to-grade package; and (ii) a structural package in advance of the documents for other trades in order to maintain the schedule. A

schedule of values should be provided that allocates the Design Fee among the various design phases (i.e. concept, schematic, design development, construction documents, construction administration, and abatement and raze packages for the existing building). In addition, breakout prices for the two (2) early release packages should also be provided. The breakout prices should not be fees in addition to the Design Fee, but should be a subset of the Design Fee. The schedule of values will be used for purposes of making progress payments.

Offerors should submit with their proposal an Offer Letter in substantially the form of **Attachment B** on the Offeror's letterhead that includes the proposed Design Fee as well as a list of fully loaded hourly rates for the Architect and the required subconsultants for any additional services. The Form of Contract will provide for a five percent (5%) retention of the firm-fixed price which will be held by the Department until the Project's completion. In the event the Project is not delivered on-time and on-budget, the selected Architect will forfeit the retention amount. In the event the project is delivered on-time and on-budget, the Architect will receive an amount equal to twice the retention. Thus, if the project is delivered on-time and on-budget, the Architect will receive one hundred five percent (105%) of its bid fee.

A.4 Economic Inclusion

The Department requires that Local, Small and Disadvantaged Business Enterprises ("LSDBEs") participate in this project to the greatest extent possible and desires that such businesses perform at least fifty percent (50%) of the work under this procurement. At least thirty five percent (35%) must be awarded to entities that are certified as either Small or Disadvantaged Business Enterprises by the District of Columbia Department of Small and Local Business Development, and twenty percent (20%) to entities that are certified as Disadvantaged Business Enterprises. The Department will also require that the Architect and all of its subconsultants, subcontractors, and suppliers, enter into a First Source Employment Agreement with the Department of Employment Services and hire fifty-one percent (51%) District residents for all new jobs created on the project. Please see **Part C** of this RFP for additional information.

A.5 Selection Criteria

Proposals will be evaluated in accordance with **Part D** of this RFP. The following evaluation criteria will be used:

- Experience & References (20 points)
- Key Personnel (20 points)
- Management Plan and Design Approach (30 points)
- LSDBE Compliance/Utilization (15 points)
- Design-Build/Fast-Track Experience (15 points)

A.6 Project Schedule

The preliminary project schedule is as follows:

Activity	Start Date	End Date
Concept Design Phase	January 7, 2016	March 17, 2016
DGS/DCPS Concept Design Review	March 17, 2016	April 7, 2016
Finalize Concept Design	April 7, 2016	April 21, 2016
Schematic Design Phase	April 21, 2016	June 16, 2016
DGS/DCPS Schematic Design Review & Builder Estimating	June 16, 2016	June 30, 2016
Scope Reconciliation/Value Engineering	June 30, 2016	July 14, 2016
Design Development Phase	July 14, 2016	September 8, 2016
DGS/DCPS Design Development Review	September 8, 2016	September 22, 2016
Trade Bidding	September 8, 2016	October 13, 2016
Scope Reconciliation, Value Engineering & GMP Negotiation	October 13, 2016	November 17, 2016
Early Release Construction Document Packages	October 2016	
GMP Approval	Winter 2016	
Construction Documents Submitted	December 31, 2016	
Start Construction	March 1, 2017	
Substantial Completion of Building	July 12, 2018	
Demolition and Related Site Work Complete	Spring 2019	

A.7 Procurement Schedule

The schedule for this procurement is as follows:

- Issue RFP - November 3, 2015
- Pre-proposal Conference - November 9, 2015 at 1:00 pm
- Proposals Due - December 1, 2015 at 2:00 pm
- Notice of Award - December 31, 2015

A.8 Attachments

- Attachment A** - Education Specifications
- Attachment B** - Form of Offer Letter
- Attachment C** - Disclosure Statement
- Attachment D** - Tax Affidavit

SECTION B SCOPE OF WORK

B.1 Scope of Work

In general, the selected Architect will be required to provide a full range of architectural and engineering services necessary for the construction of the new Orr Elementary School as well as the razing of the existing building. These services will include both architectural and engineering services and will include engaging the necessary geotechnical consultants, civil engineers and surveyors to assess the site conditions as well as environmental consultants to perform hazardous materials surveys.

B.2 Concept Design Phase

B.2.1 Services. The first phase of the project will include program development and the preparation of concept designs. It is expected that multiple concept design options will be explored and developed during the concept design phase. During this phase, the Architect shall complete the following tasks:

- a. Conduct meetings with the Chancellor's Office and DGS representatives to confirm instructional program and verify facility requirements on a space-by-space basis.
- b. Conduct life safety/building code analysis to verify compliance of design with IBC 2006.
- c. Conduct LEED Workshops with design team and DGS representatives to identify sustainable design strategies to be included in the design. It is understood that a minimum of LEED for Schools-Gold certification is expected.
- d. Participate in Value Engineering workshops with the Chancellor's Office, DCPS and DGS representatives.
- e. Prepare and submit EISF.
- f. Perform a Phase 1 Archeological Survey.
- g. Request and receive hydrant flow test.
- h. Perform alternative mechanical systems evaluation and recommend selection.
- i. Confer with audio-visual and acoustic consultants to establish design requirements for the Project.
- j. Confer with the Department's IT representatives/consultants to verify technological requirements for the Project.

B.2.2 Deliverables. During this phase, the Architect will be required to prepare and submit to the Department the below-listed deliverables. All such deliverables shall be subject to review and approval by the Department, and the Architect's pricing should assume that revisions may be required to these documents to address concerns raised by the Department and/or other Project stakeholders.

- a. Report on Phase 1 Archeological Survey
- b. Updated property survey, including notations of utilities and all other easements

- c. Traffic and parking survey and zoning analysis
- d. Geotechnical Survey
- e. Education specifications survey update
- f. Flow Test Results
- g. Record of Accepted LEED Strategies
- h. Record of Accepted Value Engineering Strategies
- i. EISF Submission
- j. Summary of Required Agency Review, Timetables, including but not limited to: Office of Planning (“OP”), Commission of Fine Arts (“CFA”)
- k. Architectural Concept Development
 - i. Development of final master site plan for multiple options
 - ii. Building plan including building rise plans
 - iii. Preliminary cost estimate
 - iv. Project schedule

B.3 Schematic Design Phase

During this phase, the Architect shall be required to develop a schematic design that meets the program requirements set forth in **Attachment A**, and the Department’s schedule and budget requirements for the Project, *i.e.* designed to budget. The schematic design shall contain such detail as is typically required for schematic design under the standard AIA contract.

B.3.1 Services. In general, the Architect shall be required to undertake the following tasks during this phase:

- a. Further develop conceptual plans and incorporate design changes.
- b. Conduct additional community meetings to solicit input and keep constituents informed.
- c. Prepare necessary presentation materials (renderings and models) to communicate design and obtain approval of design direction.

B.3.2 Deliverables. During this phase, the Architect will be required to prepare and submit to the Department the following deliverables. All such deliverables shall be subject to review and approval by the Department and the Architect’s pricing should assume that revisions may be required to these documents to address concerns raised by the Department and/or other project stakeholders.

- a. Digital floor plans and site plan
- b. Preliminary building elevations and sections
- c. Plan-to-Program Comparison
- d. Design Narrative
- e. Updated schedule
- f. Preliminary LEED Scorecard

B.4 Design Development Phase

During this phase, the Architect will be required to progress the schematic design into a set of design development documents. The design development documents shall represent the logical development of the approved schematic design any oral or written feedback provided by the Department, and shall be advanced in a manner consistent with the Department's budget for the Project. It is anticipated that such design development documents will serve as the basis of a guaranteed maximum price that the builder will provide for the Project. As such, the design development documents will require a greater level of detail than is typically required in design development documents, and in particular, the Department will expect a greater level of detail with regard to the MEP systems and finishes. Throughout the design development phase, the Architect shall be required to work with the Builder, and at a minimum shall meet with the builder twice a month to discuss the status of the design, key issues, and the level of detail that will be required in the design development documents in order to allow for pricing by trade subcontractors.

B.4.1 Services. During this phase, the Architect will be required to progress the schematic design into a set of design development documents. The Architect shall be required to work with the Builder selected for this Project, and at a minimum shall meet with the builder twice a month to discuss the status of the design and key issues. The specific services required during this phase are:

- a. Select and draft specifications for materials, systems, and equipment.
- b. Develop detailed and dimensioned plans, wall sections, building section, and schedules.
- c. Complete code compliance analysis and drawing.
- d. Confirm space-by-space equipment layouts with representatives from the Chancellor's Office and DGS.
- f. Coordinate furniture, fixtures, and equipment requirements ("FF&E").
- g. Conduct follow up meetings with review agencies as required.
- h. Present the design to CFA, Office of Planning, and other regulatory agencies as required.
- i. Register the project with USGBC to obtain LEED certification and pay all registration fees.

B.4.2 Deliverables. The following deliverables are required during this phase.

- a. Thirty five percent (35%) (minimum progress) documents for all technical disciplines, drawings and specs.
- b. Fifty percent (50%) design development progress printing.
- c. A reconciliation report that addresses issues raised by the Builder as a result of the fifty percent (50%) progress printing.
- d. CFA submission materials; meetings and presentations to CFA and other regulatory agencies as required.
- e. Updated LEED Scorecard.

Following the Department's review and approval of the design development documents, the builder will solicit bids from trade subcontractors based on these documents. The Architect will be required to respond to RFIs and provide ASIs during such bidding process without additional cost to the Department or the builder. Based upon the trade pricing received by the builder, the Architect may also be required to engage in additional value engineering to return the Project to budget. The design development phase shall not be considered complete unless and until a GMP for the Project is agreed upon.

B.5 Abatement/Raze Package

B.5.1 Services. The Architect will be required to prepare such documents as are necessary to obtain abatement and raze permits for the existing building and to properly abate and raze the facility. Such services shall include, but are not limited to:

- a. Surveying the existing facility to confirm locations and types of hazardous materials to be abated.
- b. Preparing permittable documents for abatement and raze of existing building.

B.5.2 Deliverables.

- a. Results of Hazardous Materials Survey
- b.** Permit documents for raze permit

The Architect shall be required to address comment and issues raised during the permitting process as contemplated in Section B.6 of the RFP.

B.6 Permit Set

B.6.1 Services. The Architect shall be required to develop a set of documents for permitting. The Permit Set shall represent the further progression of the approved design development documents together with any value engineering strategies approved by the Department. The Permit Set will be construction documents progressed to approximately seventy five percent (75%) completion of those required in a traditional Design/Bid/Build delivery method. However, the Permit Set will be code compliant and permit ready, with all major systems sufficiently designed, detailed, specified, coordinated, and developed.

B.6.2 Deliverables. The Architect shall provide the following additional deliverables during this phase:

- a. Prepare detailed and coordinated drawings and specifications to be included in the Permit Set.
- b. Prepare application and submit documents for building permit.
- c. Work with the Department's third party plan reviewer to review the documents for permit document submission.

- e. Upload all documents to DCRA's permit document review website in accordance with their instructions.
- f. Prepare all traffic control plans required to obtain relevant DDOT permit approvals at all stages of the project.
- g. Prepare and submit early release packages for permitting, if required, based on design. Offerors should assume that the following early release packages will be required: (i) a foundation-to-grade package; and (ii) a structural package.

B.6.3 The Architect shall incorporate into the construction document the design requirements of governmental authorities having jurisdiction over the Project. In addition, the Architect shall be required to (a) define, clarify, or complete the concepts and information contained in the Permit Set; (b) correct design errors or omissions, ambiguities, and inconsistencies in the Permit Set (whether found prior to or during the course of construction); and (c) correct any failure of the Architect to follow written instructions of the Department during any phase of design services or the construction of the Project provided they are compatible with industry standards.

B.7 Construction Documents

B.7.1 Services. The Architect shall be required to develop a set of construction documents for permitting. The construction documents shall represent the further progression of the approved Permit Set together with any value engineering strategies approved by the Department. The construction documents progressed to one hundred percent (100%) completion of those required in a traditional Design/Bid/Build delivery method.

B.8 Bidding/Construction Administration

B.8.1 Bidding. The Architect shall provide support to the Builder and the Department as may be necessary to support the bidding of trade subcontracts. These services will include, but are not necessarily limited to:

- a. Assist Builder with distribution of documents, as needed.
- b. Prepare and issue bidding addenda.
- c. Respond to bidding questions and issue clarification, as needed.
- d. Consider and evaluate requests for substitutions.

B.8.2 Construction Administration. The Architect shall provide support to the Builder and the Department as may be necessary to support the construction phase of the Project. These services will include, but are not necessarily limited to:

- a. Attend biweekly progress meetings. Architectural site visits are included in base fee.
- b. Review and process shop drawing submissions, RFI's, etc.
- c. Prepare meeting notes and records of decisions/changes made.
- d. Conduct punchlist inspections.
- e. Review close-out documents for completeness.

In addition, the Architect shall provide the following deliverables during this phase:

- a. Meeting minutes
- b. ASI's or other clarification documents
- c. Punchlists
- d. Close-out document review comments
- e. As-Builts in CAD format

B.9 Key Personnel

In its proposal, each Offeror will be required to identify its key personnel. Key personnel shall include, at a minimum, the following individuals: (i) the Design Principal; (ii) the Project Architect; (iii) the Project Designer; (iv) the key MEP engineers; and (v) the key structural engineers. **The Architect will not be permitted to reassign any of the key personnel unless the Department approves the proposed reassignment and the proposed replacement.**

B.10 Licensing, Accreditation and Registration

The Architect and all of its subcontractors and subconsultants (regardless of tier) shall comply with all applicable District of Columbia, state, and federal licensing, accreditation, and registration requirements and standards necessary for the performance of the contract. Without limiting the generality of the foregoing, all drawings shall be signed and sealed by a professional architect or engineer licensed in the District of Columbia.

B.11 Conformance with Laws

It shall be the responsibility of the Architect to perform under the contract in conformance with the Department's Procurement Regulations and all statutes, laws, codes, ordinances, regulations, rules, requirements, orders, and policies of governmental bodies.

B.12 Time is of the Essence

Time is of the essence with respect to the contract. The new building must be substantially complete by July 12, 2018, and razing of the existing building and associated site work must be completed by spring of 2019.

SECTION C ECONOMIC INCLUSION

C.1 Preference for Small, Local, and Disadvantaged Business Enterprises

General: Under the provisions of the Small, Local, and Disadvantaged Business Enterprise Development and Assistance Act of 2005, D.C. Law 16-33 (codified at D.C. Code § 2-218.01 et seq.), preferences shall be given to Offerors that are certified by the District of Columbia Department of Small and Local Business Development as being a small business enterprise, having resident business ownership, having a longtime resident business, being a local business enterprise, being a disadvantaged business enterprise, being a local business enterprise with its principal office located in an enterprise zone, being a veteran-owned business enterprise, or being a local manufacturing business enterprise. (A copy of the certification acknowledgment letter must be submitted with the Offeror's Proposal.) In accordance with these laws, the following preferences shall be awarded in evaluating an Offeror's proposal:

- Three (3) preference points shall be awarded if the Offeror is certified as having a small business enterprise.
- Five (5) preference points shall be awarded if the Offeror is certified as having a resident business ownership.
- Five (5) points shall be awarded if the Offeror is certified as having a longtime resident business.
- Two (2) preference points shall be awarded if the Offeror is certified as a local business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as being a local business enterprise with its principal office located in an enterprise zone.
- Two (2) preference points shall be awarded if the Offeror is certified as a disadvantaged business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a veteran-owned business enterprise.
- Two (2) preference points shall be awarded if the Offeror is certified as a local manufacturing business enterprise.

Offerors may qualify for more than one of these categories, so that the maximum number of points available under this section is twelve (12) points.

Information: For information regarding the application process, contact the Department of Small and Local Business Development at the following address or telephone number:

Department of Small and Local Business Development
One Judiciary Square Building
441 4th Street, NW, 9th Floor
Washington, DC 20001
(202) 727-3900 (Telephone Number)
(202) 724-3786 (Facsimile Number)

C.2 SLDBE Participation

The Department requires that significant participation by business enterprises certified by the Department of Small and Local Business Development as: (i) a local business enterprise; (ii) a small business enterprise; (iii) a disadvantaged business enterprise; (iv) having a owned resident business; (v) being a longtime business resident; or (vi) having a local business enterprise with its principal office located in an enterprise zone. Accordingly, and in addition to the preference points conferred by **Section C.1**, the Department requires that business enterprises so certified must participate in at least fifty percent (50%) of the project. At least thirty five percent (35%) of the contract work must be awarded to entities that are certified as Small Business Enterprises by the District of Columbia Department of Small and Local Business Development and twenty percent (20%) of the contract work to entities that are certified as Disadvantaged Business Enterprises. Offerors will be required to submit a Local Business Enterprise Utilization Plan with their proposals. The Utilization Plan must demonstrate how this requirement will be met and, to the extent possible at this stage in the project, should identify the specific firms that will be used and their respective roles.

C.3 Residency Hiring Requirements for Contractors and Subcontractors

At least fifty one percent (51%) of the Offeror's Team and every subconsultant's employees hired after the Offeror enters into a contract with the Department, or after such subconsultant enters into a contract with the Offeror, to work on this project, shall be residents of the District of Columbia.

Upon execution of the contract, the Offeror and all of its member firms, if any, and each of its subcontractors and subconsultants shall submit to the Department a list of current employees that will be assigned to the project, the date that they were hired and whether or not they live in the District of Columbia.

The Offeror shall comply with subchapter X of Chapter II of Title 2 of the D.C. Code, and all successor acts thereto, including by not limited to the *Workforce Intermediary Establishment and Reform of First Source Amendment Act of 2011*, and the rules and regulations promulgated thereunder, and all successor acts thereto and the rules and regulations promulgated thereunder. The Offeror and all member firms, subcontractors, tier subcontractors, subconsultants, and suppliers with contracts in the amount of \$100,000 or more shall be required to comply with the following: (i) enter into a First Source Employment Agreement with the D.C. Department of Employment Services ("DOES") upon execution of the contract; (ii) submit an executed First Source Agreement to DOES prior to beginning work on the project; (iii) make best efforts to hire at least fifty one percent (51%) District residents for all new jobs created by the project; (iv) list all employment vacancies with DOES; and (v) submit monthly compliance reports to DOES by the 10th of each month.

SECTION D EVALUATION AND AWARD CRITERIA

D.1 Evaluation Process

The Department shall evaluate submissions and any best and final offers in accordance with the provisions of this **Section D** and the Department's Procurement Regulations.

D.2 Evaluation Committee

Each submission shall be evaluated in accordance with this **Section D** by an Evaluation Committee. The Evaluation Committee shall prepare a written report summarizing its findings and submit the same to the source selection official. Based on the information submitted by the Offerors in response to this RFP and the report prepared by the Evaluation Committee, the source selection official shall select the Offeror(s) whose submissions are determined by the source selection official to be the most advantageous to the Department.

D.3 Oral Presentation

The Department does not intend to interview Offerors that are in the competitive range; however, the Department reserves the right to award conduct interviews of some or all Offerors prior to making its award. If the Department conducts such interviews, each Offeror within the competitive range shall make an oral presentation to the Department's Evaluation Committee, and participate in a question and answer session. The purpose of the oral presentation and the question and answer session is to permit the Evaluation Committee to fully understand and assess the qualifications of each Offeror and the Offeror's key personnel. The submission will be re-scored at the conclusion of the oral presentation.

D.3.1 Length of Oral Presentation

Each Offeror will be given up to thirty (30) minutes to make the presentation. At the end of the initial presentation, there will be a break for approximately fifteen (15) minutes for the Evaluation Committee to assess the presentation and prepare questions. The Offeror will then respond to questions from the Department's Evaluation Committee for no more than thirty (30) minutes.

D.3.2 Schedule

The order of presentation will be selected randomly and the Offerors will be informed of their presentation date before the beginning of oral presentations. The Department reserves the right to reschedule any Offeror's presentation at the discretion of the contracting officer.

D.3.3 Offeror Attendees

The oral presentation will be made by the Offeror's personnel who will be assigned the key jobs for this project. Each Offeror will be limited to five (5) persons. The job functions of the

persons attending the presentation will be considered to be an indication of the Offeror's assessment of the key areas of responsibility that are deemed essential to the successful completion of the project.

D.3.4 Topics

The Offeror may present information about its capabilities and special qualifications to serve as the Architect for this Project, including the qualifications of key personnel.

D.4 Proposal Evaluation

Each proposal will be scored on a scale of 1 to 100 points. In addition, Offerors will be eligible to receive up to twelve (12) preference points as described in **Section C.1** of this RFP for participation by Local, Small or Disadvantaged Business Enterprises. Thus, the maximum number of points possible is one hundred twelve (112). The contract will be awarded to the Offeror with the highest evaluated score.

D.4.1 Experience & References (20 points)

The Department desires to engage an Architect with the experience necessary to realize the objectives set forth in **Section A** of this RFP. Offerors will be evaluated based on their demonstrated experience in (i) design excellence and design of public facilities in a manner that reflects civic importance and creates a sense of place and community; (ii) design of school facilities in an urban setting; (iii) cost estimating and value engineering/management; and (iv) knowledge of the local regulatory agencies and Code Officials. 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.

D.4.2 Key Personnel (20 points)

The Department desires that senior personnel who have experience in designing and completing high quality, construction projects on-time and on-budget be assigned to this project. Key personnel shall include, at a minimum, the following individuals: (i) the Design Principal; (ii) the Project Architect; (iii) the Project Designer; (iv) the key MEP engineers; and (v) the key structural engineers. The availability and experience of the key individuals assigned to this project will be evaluated as part of this element. This element of the evaluation will be worth up to twenty (20) points.

D.4.3 Design Approach and Management Plan (30 Points)

Offerors are required to submit: (i) a discussion of their intended Design Approach; and (ii) a design Management Plan. This elements of the proposal can be submitted either as separate portions within the proposal or as a single integrated section.

The Design Approach should address the basic design theory or ideas that the Offeror proposes to employ in approaching the design of the Project. The Design Approach will be evaluated on the creativity demonstrated and workability of the solutions proposed.

The Management Plan should clearly explain how the Architect intends to manage and implement the Project. Among other things, the Management Plan should explain (i) how the Architect will manage the engineering subconsultants so as to ensure that the drawings are properly coordinated, including coordination of the drawings in light of the phasing of the project; (ii) how the Architect will manage the value engineering/management process; (iii) how the Architect proposes to staff and handle construction administration and interact with the builder; (iv) how the Architect will manage the design process to ensure that bid packages are issued in a timely manner and incorporate agreed upon value engineering changes; and (v) describe the key challenges inherent in this Project and explain how they will be overcome or mitigated. The Department will also consider the experience that the Architect and its team members have working together on similar projects. This element of the evaluation is worth up to thirty (30) points.

D.4.4 LSDBE Compliance/Utilization (15 points)

The Department desires the selected Architect to provide the maximum level of participation for Local, Small and Disadvantaged Business Enterprises as well as employment opportunities for District of Columbia residents. Offerors will be evaluated based on their proposed LSDBE Utilization Plan and their demonstrated experience in meeting such goals. This factor of the evaluation will be worth up to fifteen (15) points.

D.4.5 Design-Build/Fast Track Experience (15 points)

The Department desires that the selected Architect have demonstrated experience with design-build and fast track projects so as to realize the objectives set forth in **Section A** of this RFP. Offerors will be evaluated based on their (i) demonstrated experience in providing a full range of design services as part of a design-build team; (ii) demonstrated experience in, and their plan to deliver, coordinated and constructible documents in a phased, fast track environment; and (iii) demonstrated experience in managing, and their plan to manage, scope expansion in projects priced on design development documents, or drawings of a similar level of completeness. This factor of the evaluation will be worth up to fifteen (15) points.

SECTION E PROPOSAL ORGANIZATION AND SUBMISSION

This section outlines specific information necessary for the proper organization and manner in which Offerors' Proposals should be proffered. References are made to other sections in this RFP for further explanation.

E.1 Submission Identification

Submissions shall be proffered in an original submission which shall include both the Technical proposal as well as the Price Proposal as well as two (2) electronic copies on CD-ROM or USB flash drive. In addition, six (6) hard copies of the Technical Proposal only; and two (2) hard copied of the Price Proposal only shall be submitted. The Offeror's submission shall be placed in a sealed envelope conspicuously marked: "Proposal for Architectural/Engineering Services for Orr Elementary School."

E.2 Delivery or Mailing of Submissions

Submissions should be delivered or mailed to:

DC Department of General Services
Contracts & Procurement Division
Frank D. Reeves Center
2000 14th Street, NW, 8th Floor
Washington, DC 20009
Attention: Courtney Washington

E.3 Date and Time for Receiving Submissions

Submissions shall be received no later than 2:00 p.m. EDT, on December 1, 2015. The Offeror assumes the sole responsibility for timely delivery of its Submission, regardless of the method of delivery.

E.4 Submission Size, Organization and Offeror Qualifications

All submissions shall be submitted on 8-1/2" x 11" bond paper and typewritten. Telephonic, telegraphic, and facsimile submissions shall not be accepted. The Department is interested in a qualitative approach to presentation material. Brief, clear and concise material is more desirable than quantity. The submission shall be organized in two volumes, a technical proposal and a price proposal.

E.4.1 Technical Volume

The technical proposal shall be organized as follows:

E.4.1.1 Executive Summary

Each Offeror should provide a summary of no more than three (3) pages of the information contained in the following sections.

E.4.1.2 General Team Information and Firm(s) Data

Each Offeror should provide the following information for the principal Architectural firm and each of its subconsultants.

- A. Name(s), address(es), and role(s) of each firm (including all sub-consultants)
- B. Firm profile(s), including:
 - i. Age
 - ii. Firm history(ies)
 - iii. Firm size(s)
 - iv. Areas of specialty/concentration
 - v. Current firm workload(s) projected over the next two years
 - vi. Provide a list of any contract held by the Offeror where the contract was terminated (either for default or convenience). This list should also identify any contracts that resulted in litigation or arbitration between the Owner and the Offeror. If the Offeror has multiple offices, only contracts held by the office submitting this proposal need be listed.
- C. Description of the team organization and personal qualifications of key staff, including:
 - i. Identification of the single point of contact for the Architect, with the designated person's contact information.
 - ii. Organizational chart illustrating reporting lines and names and titles for key participants proposed by the team.
 - iii. Resumes for each key participant on the team, including definition of that person's role, relevant project experience, and current workload over the next two (2) years.

E.4.1.3 Relevant Experience and Capabilities, including Design/Build & Fast Track Experience

- A. List all projects that the team members have worked on in the last five (5) years that are similar to this project. For purposes of this paragraph, similar shall mean projects where the Offeror has served as the lead design consultant for a school construction project where the estimated construction costs exceeded \$25,000,000. This information may be provided in an overview matrix format or brief list; however, it should include the name and location of the facility, the name of the owner, the time frame of the project, the original budget for the project, and whether the project was delivered on-time and on-budget. If a project was not delivered on-time or on-budget, a brief description of the reasons should be provided.
- B. Detailed descriptions of no more than eight (8) projects that best illustrate the team's experience and capabilities relevant to this project, including at least three (3) projects where the Offeror served as the architect on a design-build team. On each project description, please provide all of the following information in consistent order:
- i. Project name and location
 - ii. Name, address, contact person and telephone number for owner reference
 - iii. Name, address, contact person and telephone number for builder reference for those projects where the Offeror served on a design-build team
 - iv. Brief project description including square footage, firm's scope of work, and key firm strengths exhibited
 - v. Project process and schedule data including construction delivery method, and original contemplated completion date and actual construction completion date (any unusual events or occurrences that affected the schedule should be explained).
 - vi. Level of completion of design documents upon which the builder's price was based, the original price, and the final project price.
 - vi. Identification of personnel involved in the selected project who are proposed to work on this project
 - vii. Renderings or photographs that show the interior and exterior of the project.

E.4.1.4 Design Approach and Management Plan

Each Offeror should submit a Design Approach and Management Plan that addresses the issues set forth in **Section D.4.3** of this RFP.

E.4.1.5 Local Business Utilization Plan

Each Offeror must submit a proposed Local Business Utilization Plan that identifies the specific certified business enterprises that will participate in the contract and their anticipated roles. In addition, each Offeror should provide: (i) a narrative description of similar projects and the Offeror's success in meeting such goals; and (ii) a chart, in summary form, that identifies the Offeror's major public projects over the last five years and its success in achieving such goals (creativity should be displayed regarding joint-venture and subcontractor agreements).

E.4.2 Price Volume

The price proposal shall include all of the follows:

E.4.2.1 Bid Form

Each Offeror shall submit a bid form substantially in the form of **Attachment B**, to bid a Design Fee and hourly rates, in accordance with the attached pricing schedule, and outline any requested changes to the Form of Contract. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the proposal non-responsive. The Department intends to award this contract to the most qualified firm and the cost information will be used to negotiate a fee for this project.

E.4.2.2 Disclosure Form

Each Offeror shall submit a Disclosure Statement substantially in the form of **Attachment C**.

E.4.2.3 Tax Affidavit

Each Offeror must submit a tax affidavit substantially in the form of **Attachment D**. In order to be eligible for this procurement, Offerors must be in full compliance with their tax obligations to the District of Columbia government.

SECTION F BIDDING PROCEDURES & PROTESTS

F.1 Contact Person

For information regarding this RFP please contact:

Thomas D. Bridenbaugh
Leftwich, LLC
1400 K Street, NW
Suite 1000
Washington, D.C. 20005
Phone: (202) 434-9100
Facsimile: (202) 783-3420

Any written questions or inquiries should be sent to Thomas Bridenbaugh at the address above.

F.2 Preproposal Conference

A pre-proposal conference will be held on November 9, 2015 at 1:00 p.m. local time. The conference will be held at the **Frank D. Reeves Center, 2nd Floor Community Room, 2000 14th Street, NW, Washington, DC 20009**. Interested Offerors are strongly encouraged to attend.

F.3 Explanations to Prospective Offerors

Each Offeror should carefully examine this Request for Proposals and any and all amendments or other revisions, and thoroughly familiarize itself with all requirements prior to proffering a submission. Should an Offeror find discrepancies or ambiguities in, or omissions from, the RFP and amendments or revisions, or otherwise desire an explanation or interpretation of the RFP, any amendments or revisions, it must submit a request for interpretation or correction in writing. Any information given to an Offeror concerning the solicitation shall be furnished promptly to all other Offerors as an amendment to this RFP if in the sole discretion of the Department that information is necessary in proffering submissions or if the lack of it would be prejudicial to any other prospective Offerors. Oral explanations or instructions given before the award of the contract shall not be binding.

Requests should be directed to Thomas Bridenbaugh at the address listed in Section F.1 no later than the close of business on November 20, 2015. The person making the request shall be responsible for prompt delivery.

F.4 Protests

Protests shall be governed by Section 4734 of the Department's Procurement Regulations (27 DCMR § 4734). Protests alleging defects in this solicitation must be filed prior to the time set for receipt of submissions. If an alleged defect does not exist in this initial RFP, but was

incorporated into the RFP by an amendment, a protest based on that defect must be filed before the next closing time established for proffering submissions. In all other cases, a protester shall file the protest within ten (10) days after the protester knows or should have known, whichever is earlier, of the facts and circumstances upon which the protest is based. All protests must be made in writing to the Department's Chief Contracting Officer ("CCO") and must be filed in duplicate. Protests shall be served on the Department by obtaining written and dated acknowledgment of receipt from the Department's CCO. Protests received by the Department after the indicated period shall not be considered. To expedite handling of protests, the envelope shall be labeled "Protest".

This section is intended to summarize the bid protest procedures and is for the convenience of the Offerors only. To the extent any provision of this section is inconsistent with the Procurement Regulations, the more stringent provisions shall prevail.

F.5 Contract Award

This procurement is being conducted in accordance with the provisions of Section 4717.5 of the Department's Procurement Regulations (27 DCMR § 4717.5).

F.6 Retention of Submissions

All submissions shall be retained by the Department and therefore shall not be returned to the Offerors. With the exception of proprietary financial information, the submissions shall become the property of the Department and the Department shall have the right to distribute or use such information as it determines.

F.7 Examination of Submissions

Offerors are expected to examine the requirements of all instructions (including all amendments, attachments, and exhibits) in this RFP. Failure to do so shall be at the sole risk of the Offeror and may result in disqualification.

F.8 Late Submissions: Modifications

- A. Any submission or best and final offer received at the office designated in this RFP after the exact time specified for receipt shall not be considered.
- B. Any modification of a submission, including a modification resulting from the CCO's requests for best and final offers, is subject to the same conditions as in F.8.A stated above.
- C. The only acceptable evidence to establish the time of receipt at the Department's office is the time-date stamp of such installation on the submission wrapper or other documentary evidence of receipt maintained by the installation.

- D. Notwithstanding any other provisions of this Request for Proposals to the contrary, a late modification of an otherwise successful submission which makes its terms more favorable to the Department may be considered at any time it is received and may be accepted.
- E. Submissions shall be irrevocable and remain in full force and effect for a period not less than one hundred twenty (120) days after receipt of submissions.

F.9 No Compensation for Preparation of Submissions

The Department shall not bear or assume any financial obligations or liabilities regarding the preparation of any submissions submitted in response to this RFP, or prepared in connection therewith, including, but without limitation, any submissions, statements, reports, data, information, materials or other documents or items.

F.10 Rejection of Submissions

The Department reserves the right, in its sole discretion:

- A. To cancel this solicitation or reject all submissions.
- B. To reject submissions that fail to prove the Offeror's responsibility.
- C. To reject submissions that contain conditions and/or contingencies that in the Department's sole judgment, make the submission indefinite, incomplete, otherwise non-responsive, or otherwise unacceptable for award.
- D. To waive minor irregularities in any submission provided such waiver does not result in an unfair advantage to any Offeror.
- E. To take any other action within the applicable Procurement Regulations or law.
- F. To reject the submission of any Offeror that has submitted a false or misleading statement, affidavit or certification in connection with such submission or this Request for Proposals.

F.11 Limitation of Authority

Only a person with prior written authority from the CCO shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clauses or conditions of the contract. Furthermore, any alteration, amendment, modification, or waiver of any clause or condition of this RFP is not effective or binding unless made in writing and signed by the CCO or its authorized representative.

SECTION G INSURANCE REQUIREMENTS

G.1 Required Insurance

The Architect will be required to maintain the following types of insurance throughout the life of the contract.

G.1.1 Commercial general public liability insurance (“Liability Insurance”) against liability for bodily injury and death and property damage, such Liability Insurance to be in an amount not less than One Million Dollars (\$1,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and One Million Dollars (\$1,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage.

G.1.2 Workers’ compensation and Employers Liability coverage providing statutory benefits for all persons employed by the Architect, or its contractors and subcontractors at or in connection with the Work.

G.1.3 Errors and Omissions coverage written on a claims made basis and having an aggregate policy limit of at least Five Million Dollars (\$5,000,000). Such coverage shall be maintained throughout the life of the project and three (3) years beyond Substantial Completion.

Attachment A

Educational Specifications

**Educational Specifications for
Orr Elementary School
450 capacity**

October 2013





GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

Background

Benjamin Orr Elementary School, built in 1974, is an open space school that is located in the Anacostia area of Washington, DC. and named after Colonel Benjamin G. Orr who was elected the fourth Mayor of Washington City on June 9, 1817. The classroom wing is shaped like a triangle and has windows only into the court yard. Open space is a challenging educational environment for today's teachers and students and DCPS is in the process of enclosing or replacing all of these schools.

The building has a capacity for less than 400 students with a current enrollment of approximately 350 students. Current design guidelines would require that rooms be enclosed and spaces expanded to provide for a 21st century learning environment.

Orr offers a well-rounded and stimulating school day. In addition to the basic DCPS academic elementary program, there are numerous afternoon activities for students and a full time parent center. Extracurricular activities that foster learning include GeoPlunge, a geography completion, chess club, scrabble team, cheer leading, track and basketball. The music department offers both vocal and instrumental training. Orr encourages a family environment where the parents can be an integral part of their child's education.

In 2012, the students of Orr became celebrities with a back-to school-music video.

<http://www.wjla.com/articles/2012/08/benjamin-orr-elementary-school-students-create-music-video--79303.html>

Community

Orr ES is located on a busy corner on Minnesota Ave. One of the greatest challenges facing Orr is managing the boundary between the school community and neighborhood adult community. Currently the 'front door' is on Minnesota Ave and accessed down stair steps through a non-descript entry. Unrelated (to the school) adults often use the site for recreation, socializing, and walking their pets after school and on weekends. It is difficult to keep the site free of dangerous debris and to assure parents of their children's safety. DCPS believes that schools should be a neighborhood resource but places a high standard on the safety of its parent, staff and student community.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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Enrollment and Classroom Requirements

Orr ES houses students in PreS through Grade 5. In 2012 the enrollment was as follows:

Current Capacity	PREK/PRES	Kind	Grade 1	Grade 2	Grade 3	Grade 4	Grade 5	Total
337	43/60	58	41	41	31	36	36	346

Proposed Capacity Model

Grade	Number of	Capacity
	Classrooms	
Pre-S/K	6	108
Kindergarten	3	60
1 st -2nd Grade	6	120
3 rd -5th Grade	7	161
Special Education	3	0
Total	21	449

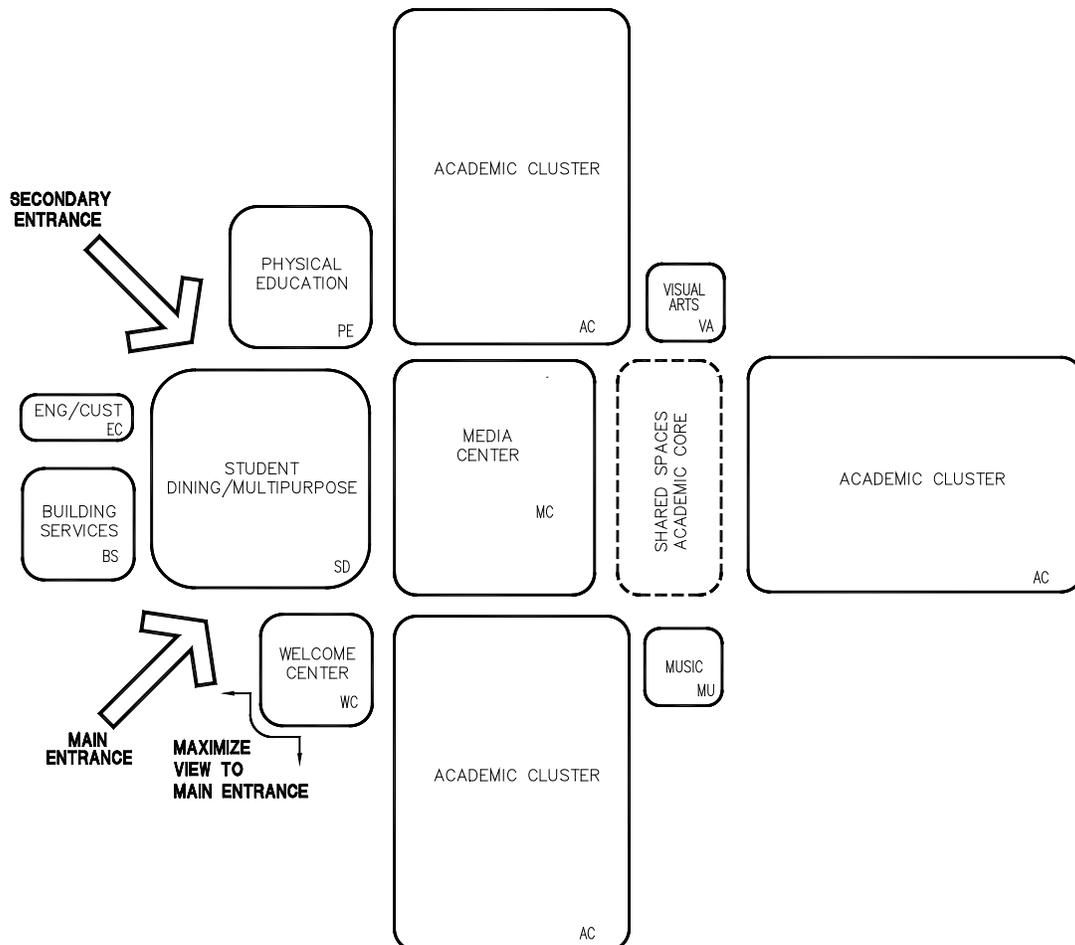


Overview of Planning Concepts

Academic Cluster Concept

The Academic Cluster concept best meets the needs of the educational programs, students, and staff. The cluster concept facilitates a variety of instructional strategies and it provides a learning environment which is characterized by flexibility, a sense of community for the students and teachers, and a safe, well-supervised environment. Teachers will have the option and flexibility within a cluster to create and organize learning environments that work for students and their learning styles.

Academic areas are located in the quiet areas of the building that can be isolated during the off-hours. Noisier areas are grouped near the parking and public areas and allow for after hours access. Diagram Intro A shows a typical design based on the cluster concept.





Core Instructional Spaces

The basic organizational cluster for this school should consist of general purpose classrooms, a small group room, and a teacher work center. Each cluster would also contain a resource classroom used by support educators. Student restrooms should be located within the cluster commons.

Special Education

Special education facilities will be integrated throughout the school to support the concepts of inclusion and the specialized requirements for the students. Special attention will be given to accessibility of all facilities and an integrated learning program.

Early Childhood Programs

It is the DCPS policy to offer 'universal' Prekindergarten programs (4 yr. olds) and strongly encourage all DC students to attend. Preschool programs for 3 year olds are provided as well but are traditionally less well enrolled. All early childhood classes will allow for inclusion of students with special needs.

Instructional Methods

Instructional methods vary with grade level, but maintain continuity from early childhood through the primary, intermediate, and middle grades. Predominant elements include:

- Integrated learning, where content areas cross disciplines
- Flexible groupings: In primary grades, regrouping stays within the classroom. The intermediate and middle may change classrooms during the day.
- Mentoring of older to younger students
- Extended day learning opportunities
- Parent involvement and volunteer activities

“Welcome Area”/Administration/Student Services

Immediately upon entry, visitors will be greeted in the “welcome area.” The administrative offices and guidance services will be located in this centralized area at the main entrance to the school.

Media Center

The DCPS media center serves a dual role – its traditional role as a gathering place for research and learning and a new role as a technological information base. In this new role, the media center may house a transparent voice/video/data network, which runs throughout the entire building. This network enables the transmission of media services to the desktops of teachers and students without physically entering the media center. This area is changing from a "depository of books" to a "high technology information distribution center."

Visual Arts, Performing Arts and Science

The art and music classrooms will be shared by all grade levels for general class and small group instruction. The location and access to these rooms should promote orderly transitions.



Physical Education

To support the physical education program, a variety of indoor and outdoor areas are required. Indoor play space will also be used as a performance area. Physical education facilities must be designed with a focus on community use during non-school hours, since there is a high demand for both indoor and outdoor facilities.

Community Use

It is assumed that the community will use the building for recreation, meetings and educational functions. Security during these times is important. The architect will note both active and passive security measures.

Corridors and Commons Spaces

The front entry lobby should be welcoming and inviting for students, staff, and visitors. Extensive display systems should be provided for 2-dimensional and 3-dimensional student work and awards. Finishes should be durable and easy to maintain. The scale of all spaces should be child-friendly. Colors, artificial lighting, and natural daylighting should be managed artfully to create an environment that communicates that school is a very special place.

Furniture & Equipment

Classrooms vary in shape and size; therefore, the furniture should be flexible to accommodate a variety of classroom formats for both individual and group activities. Teachers and students should have storage space for personal belongings, papers, books, supplies, and teaching materials.

To the extent possible, movable furnishings will be used, rather than fixed casework, to provide flexibility for future reconfiguration.

Technology

The facility will contain the latest in technology and be wired for voice, data, and video throughout the building. It is intended that access to technology will be seamless and pervasive throughout the building.

Every classroom will be wired for teacher audio enhancement. Research into this cutting-edge technology suggests that student learning can improve in classrooms where the teacher's voice is amplified and the classroom acoustics are designed to support voice clarity.

DCPS is moving to on-line testing. Approximately 1/3 of the students in Grades 2-5 should be able to test at one time. For Garrison 60 students must be able to work for up to 4 hours using wired and wireless access. The media center should provide 25 locations. Additional locations may be the music and art rooms. All locations will need additional electrical outlets.

Handicapped Accessibility

The entire facility will be accessible for students, staff, and visitors. This will be accomplished through judicious use of ramping and elevators with sufficient internal clearances for circulation, convenient bus/van loading and unloading, and nearby handicapped parking spaces. All elements of the Americans with Disabilities Act must be complied with, including wayfinding and signage, appropriate use of textures, and universal accessibility of all indoor and outdoor school facilities.



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Site

The site circulation will be organized for safety and efficiency. This will be accomplished through careful separation of vehicular and pedestrian traffic. All play areas will be protected from vehicular and pedestrian traffic, so students can be assured of a safe and secure environment on the entire school site.

To the extent feasible the early childhood wing should have a separate play area and an outdoor classroom.



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Performance Criteria

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
3) Lighting Power Density	0.99 Watts/S.F. or less	ASHRAE 2010 & CHIPS

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	



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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	
2) Audio / Video Equipment	Projector linked to Teacher's PC or Interactive Whiteboard	
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 (TBD)	Security, WebX conferencing, Distance Learning	

Sustainability: Build for energy efficiency

	DESIGN PARAMETERS	PARAMETER NOTES
1) Building EUI	20% below Baseline	ASHRAE 2010
2) Building Envelope	Meet or exceed R-value standards for building type	ASHRAE 90.1 2010
3) Water	Ultralow flow fixtures	ASHRAE 90.1 2010



Safety & Security

DCPS wants to maintain an inviting and de-institutionalized environment, while simultaneously providing a safe environment for students, staff, and community who use the facility and adjacent support services. The organization of a building will have a major impact on student behavior and safety concerns. Building security can be addressed in an active or a passive manner: active security is based on security systems; passive security is based on program design, building configuration, and community participation. Schools should be based on passive concepts with applied active concepts where necessary.

1. Building Layout

- Avoid blind spots, corners, and cubby holes
- Locate administrative and teacher preparation with good visual contact of major circulation areas (i.e., corridors, cafeteria, bus drop-off, parking)
- Develop spatial relationships that naturally transition from one location to another
- Locate toilets in close proximity to classrooms
- Design toilets to balance the need for privacy with the ability to supervise
- Locate areas likely to have significant community (after school) use close to parking and where these areas can be closed off from the rest of the building

2. Types of Building Materials

- Use durable wall surfaces that are easy to clean so graffiti can be removed
- Incorporate pitched roofs which inhibit roof entry and are aesthetically pleasing
- Operational part of windows on the ground floor should be in the upper portion to prevent access.
- Install non-slip floors and walk-off mats at point of entry
- All doors will have locks on the inside.

3. Uses of Technology

- Phones in every instructional and support area
- Building-wide all-call designed to be heard throughout the school and on the play fields when needed
- Motion or infra-red detectors, which can also conserve lighting costs
- Video cameras that are used for instructional purposes could also be used for security purposes during non-school hours
- Smoke and heat detectors located throughout the building

4. Vehicular and Pedestrian Traffic

- Separate bus drop-off area from other vehicular traffic
- Separate staff and community parking area
- Separate student (pedestrian) traffic flow

5. Landscaping, Play/Practice Fields, Site, and Lighting

- Use native high trees and low bushes (less than three feet high) to deter hiding
- Use aesthetically pleasing fencing around perimeter of the building
- Non-intrusive lighting of all areas (not correctional-type lighting) according to the Light Pollution Credit in LEED-Ss with no lighting to leave property line
- Provide security lighting around building and parking lots with photocell timer, motion sensor and on/off capacity



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Energy and Environmental Design

There is a high interest in using the LEED certified school building as a teaching tool to teach environmental stewardship and awareness, while simultaneously providing an engaging environment for students, staff, and community who use the facility. The organization, understanding and use of a building will have a major impact on student and staff conservation behavior.

The sustainable design and green features of the building can be addressed in an active or a passive manner: active interaction is based on digital displays, educational features and curriculum integrated learning about environmental issues; passive interaction is based on the program design, building configuration, green building features, and energy efficient building automation.

Passive Concepts

1. Building Layout

- Concentrate daylight and views to the outside to areas of frequent human interaction (e.g. classrooms, cafeterias, media center, art rooms, music) with passive solar design
- Avoid excessive window areas in corridors, lobbies, hallways with no gathering opportunities (design for less than 45% of wall area)
- Avoid skylights and use roof monitors with vertical glazing instead

2. Types of Building Materials

- Use durable wall surfaces that are easy to clean
- Design for cleanability with easy and safe access
- Incorporate light colored pitched roofs to prevent heat gain and leakage
- Install high performance walk-off mats at all points of entry
- Design with noise minimization in mind

3. Uses of Technology

- For instructional and administrative purposes, the new school should have extensive technology systems. These same infrastructures and technology components can be used to enhance the perception of the buildings environmental components.
- Website with environmental features of the school
- Use only vacancy sensors for classrooms, cafeteria etc. to turn off (not on) lighting
- Daylight sensors and dimming in larger areas (cafeteria, multi-purpose etc.)

4. Vehicular and Pedestrian Traffic

- Provide sufficient, covered and secures bicycle storage
- Provide bicycle lanes to building from all major access directions

5. Landscaping, Play/Practice Fields, Site, and Lighting

- Use native high trees and low bushes and ground covers and locate to provide shade to the building
- Non-intrusive lighting of all areas (not correctional-type lighting) according to the Light Pollution Credit in LEED-S with no lighting to leave property line

6. Green Curriculum

- Provide outdoor classroom
- Design interior with sense of buildings orientation to North – East – South - West



Active Concepts

1. **Building Layout**

- Provide signage to educate users about interior and exterior green building features throughout
- Provide signage for user behavior modification, e.g. DCPS policy for thermostat settings, reminders to turn equipment off when not in use
- Provide visitor map with floor plan for location and explanation of green building features

2. **Types of Building Materials**

- Provide view window to inside of wall constructions and mechanical room
- Provide materials with environmental message in selective areas, e.g. 100% recycled post consumer plastic toilet compartments, wheatboard cabinets, or furniture made of wood harvested from school site, and explain with signage.

3. **Uses of Technology**

- For instructional and administrative purposes, the new school should have extensive technology systems. These same infrastructures and technology components can be used to enhance the perception of the buildings environmental components.
- Green morning announcement with update on energy and water use
- Student conducted energy audits
- School based resource conservation program with frequent feedback to users

4. **Vehicular and Pedestrian Traffic**

- Provide preferred parking for DCPS Green Fleet (for carpooling and fuel efficient vehicles)

5. **Landscaping, Play/Practice Fields, Site, and Lighting**

- Design for no-mow areas
- Design for student garden
- Provide solar or wind powered, off the grid site lighting as demonstration model for select areas

6. **Green Curriculum**

- LEED credit Schools as a Teaching Tool requires 10 hours of instruction per student, grade and school year on environmental issues related to the school building. The school buildings design should support this requirement wherever possible.



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Building Space Summary

Space Summary	Modernization
	Total
Core Academic Areas	30,375
Media Center	3,350
Administration	2,665
Student Dining & Food Service	3,750
Auditorium/Assembly	4,650
Maintenance & Custodial Services	700
Mechanical, Electrical, Toilets, Custodial Closets	14,627
Total Net	60,117
Construction Factor[.082]	4,786
Total Gross	64,903

Outdoor Area Requirements Summary

Exterior Spaces
Structured Play Area For Primary/Intermediate Grades
Protected Pre-School Play Area
Outdoor Paved Play Area [reduced size basketball courts, with markings for other games]
Outdoor Classroom Gazebo
Green area for garden/environmental programs
Faculty, Staff, and Visitor Parking (63 spaces)



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Core Academic Area Space Requirements

Spaces	Guideline		Total	Comments
	Quantity	S.F.		
Pre-S/Kindergarten Classroom	6	1,175	7050	Includes 50 sf toilet
Kindergarten Classroom	3	1,175	3,525	Includes 50 sf toilet
Students commons	3	600	1,800	
Grade 1-2 Classroom	6	900	5,400	
Grade 3-5 Classroom	7	900	6,100	
Special Needs				
- Resource Rm.	3	300	1,750	Psychologist, Social worker, behavior tech
- Speech/OT/PT	1	400		
- Offices	3	150		
Instructional coach	1	300	300	
Parent Center	1	300	300	
Workrooms	2	200	550	May be combined One per floor
- Laptop cart storage/charging	3	50		
Additional instructional spaces				
Art	1	1,200	1,200	w/ kiln and storage
Music	1	1,200	1,200	w/storage
STEM Lab	1	1,200	1,200	
Total			30,375	

Tolerances of + or – 5-15% are acceptable. Adjacencies as specified are desirable, but options may be considered and should be reviewed with the planning team.

Outdoor Area Requirements Summary

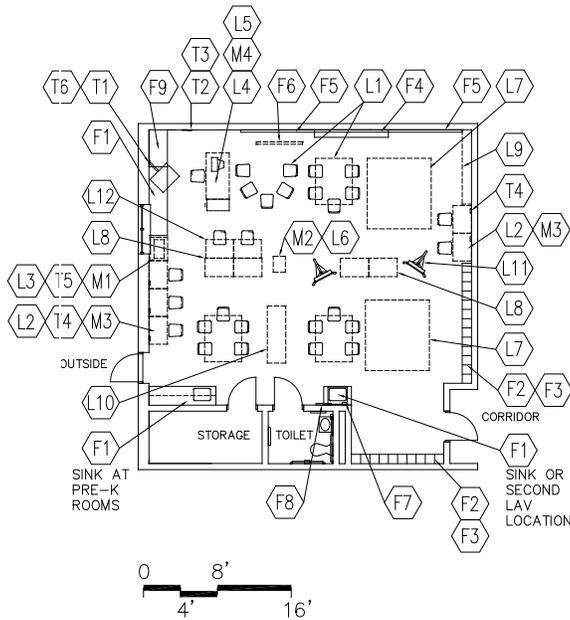
Exterior Spaces
Structured Play Area For Primary/Intermediate Grades
Protected Pre-School Play Area
Outdoor Paved Play Area [reduced size basketball courts, with markings for other games]
Outdoor Classroom Gazebo
Green area for garden/environmental programs
Perimeter fencing
Faculty, Staff, and Visitor Parking (36-40 spaces)



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

PRE-K-S / KINDERGARTEN

E-ACA-1A



CAPACITY:

- Teachers
- 16-20 students (PS/PK/K)
- Parents/other staff

SIZE:

- 1,175 SF

ANCILLARY SPACES:

- Restroom E-ACA-16 (50 SF)
- Storage closet (50-100 SF)

SPATIAL RELATIONSHIPS:

- Group classrooms for potential teaming
- Locate coat cubbies near door
- 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).



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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PRESCHOOL / PRE-K / KINDERGARTEN

E-ACA-1A

<u>Finishes</u> ¹ :	Spec. <u>Ref.#</u>	<u>Features</u> ¹ :	Spec. <u>Ref.#</u>
Flooring:		Fixed Equipment:	
Rubber tile/Area Rugs	096519/096816	Deep storage for poster board	
Base:		F2 Carpentry:	
Resilient base	096519	Student cubbies (22/24)	064123
Ceiling (9' high minimum):		F3 Casework:	
Suspended, acoustical	095113	Wall shelving (over cubbies)	123200
Walls:		F4 Marker board (1 walls)	101100
Painted concrete masonry units or dry wall		10 LF primary	
042000/099123		F5 Tack board flanking marker board and on secondary teaching wall	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 20 stackable chairs, 4-5 tables		F7 Soap dispenser	102800
L2 2 computer stations w/ chairs; 1 printer		F8 Towel dispenser	102800
L4 Teacher work surface w/ mobile storage and 2 chairs		F9 Casework:	
L5 Four-drawer file cabinet		Wardrobe (18"X18")	123200
L7 Bound carpet rug (oval), rug for block area, rug for reading area		<u>Fire Suppression:</u>	Div. 21
L8 Mobile shelving (various)		Fire suppression system	
L9 Bookshelves (open or closed)		<u>Plumbing:</u> Div. 22	
L11 Learning center sets such as sand/water tables, kitchen, child-height dining, dress-up center, art cart, science light board, and blocks.		Double sink at two heights	
		w/ drinking fountain at child height	
		w/ deep well at adult height	
		Plumbing connections	
<u>Communications:</u>	Div. 27	Wall-mounted watercloset	
Single point 'face plate' near teachers work station to include:		Wall-mounted lavatory	
Voice, data, VGA , audio enhancement, and HDMI		<u>HVAC:</u> Div. 23	
		Supply/return air system	
		Independent temperature control	
		Exhaust air system (toilet)	
17160		<u>Electrical:</u> Div. 26	
Additional ports:		Duplex receptacles	
Printer		3 per primary teaching wall	
Cable/MATV port		At least 2 per other walls	
3 data ports for student use		TVSS protected quad receptacle adjacent to each data and video port	
Electronic white board		Multilevel switching	
Clock/PA		Fluorescent lighting	
2 wireless		Illumination level: See Table 7600-16	
Audio enhancement equipment			
<u>Miscellaneous:</u>			
M1 Printer			



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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M3	2 computers for students use
M4	Computer for teachers use

NOTES:

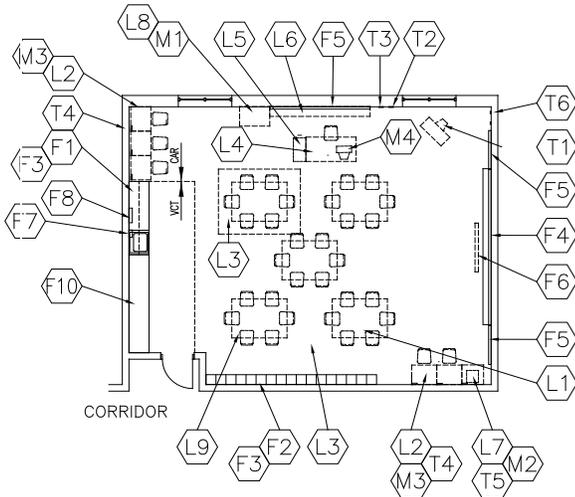
1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Items listed as casework may be purchased as furniture.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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GRADES 1-5 CLASSROOM

E-ACA-2



SIZE:

- 850 SF to 950 SF

CAPACITY:

- 20-22 students (1st – 2nd)
- 22-24 students (3rd – 5th)
- 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. Items listed as casework may be purchased as furniture.
3. Classroom layouts should be opposite hand allowing sinks to be back to back.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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GRADES 1-5 CLASSROOM

E-ACA-2

<u>Finishes¹:</u>	Spec. <u>Ref.#</u>	<u>Features¹:</u>	Spec. <u>Ref.#</u>
Flooring:		<u>Fixed Equipment:</u>	
Resilient tile flooring	096519	F1 Casework:	123200
Base:		Base/wall cabinets by sink	
Resilient base	096519	Sturdy shelves on 3 walls in storage area	
Ceiling (9' high		F2 Carpentry:	
minimum):		Student cubbies (24/28)	064123
Suspended, acoustical	095113	F3 Casework:	
Walls:		Wall shelving (24 LF- H 30-32")	123200
Painted concrete masonry units or dry		F4 Marker board (2 walls)	101100
wall		16 LF primary/8 LF secondary	
One tackable wall surface	042000/099123 101100	F5 Tack board flanking marker boards	101100
		Plus two (2) parallel rows of continuous	
		tack strips on all available walls (4 LF or	
		longer) at 30" and 48" AFF	
		F6 Manual projection screen (60"X60")	115213 ²
<u>Loose Furnishings:</u>		F7 Soap dispenser	102800
L1 5 tables or 24 student desks (see Furniture		F8 Towel dispenser	102800
Standards)		F9 Casework: Wardrobe (18"X18")	123200
L2 3 computer workstations and chairs –			
student use		<u>Fire Suppression:</u>	Div. 21
L3 Bound carpet rug (thru Grade 2)		Fire suppression system	
L4 Teacher workstation with mobile storage			
and 2 chairs		<u>Plumbing:</u> Div. 22	
L5 Four drawer file cabinet		Sink with drinking fountain (optional)	
L6 Adjustable height bookshelves		Plumbing connections	
L7 Printer table			
L9 24-27 student chairs		<u>HVAC:</u> Div. 23	
		Supply/return air system	
		Independent temperature control	
		<u>Electrical:</u> Div. 26	
<u>Communications:</u>	Div. 27	Duplex receptacles	
Single point 'face plate' near teachers work		3 per primary teaching wall	
station to include:		2 per other walls	
Voice, data, VGA , audio enhancement,		TVSS protected quad receptacle	
and HDMI		adjacent to each data and	
		video port	
		Multilevel switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
17160			
Additional ports:		<u>Miscellaneous</u>	Div. 27
Printer		M2 Printer	
Cable/MATV port		M3 3 computers for student use	
5 data ports for student use		M4 Laptop computer for teacher use	
Electronic white board		Document camera	
Clock/PA			
2 wireless			
Audio enhancement Equipment			
<u>Electronic Safety and Security:</u>	Div. 28		



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

Life safety devices per code

NOTES:

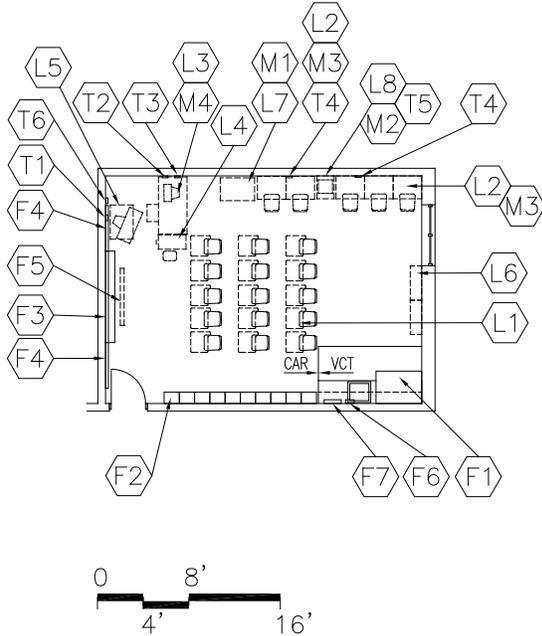
1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Delete where a digital white board is installed.

RESOURCE CLASSROOM

E-ACA-4



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES



CAPACITY:

- Up to 15 students
- 2 or more staff members

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOAL:

- To provide a safe and comfortable learning environment for students with unique learning challenges

PROGRAM ACTIVITIES:

- Small group work
- Independent instruction and work

SPATIAL RELATIONSHIPS:

- Located within Academic Core areas
- Ingress/egress to the building which allows for special transportation pick-ups

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
- 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. Orientation of Resource Classroom shall be determined as a result of layout of adjacent classrooms
3. Sink shall be located with close proximity to corridor.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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RESOURCE CLASSROOM

E-ACA-4

	Spec. Ref.#		Spec. Ref.#
<u>Finishes</u> ¹ :		<u>Features</u> ¹ :	
Flooring:		Fixed Equipment:	
Rubber tile	096519	F1 Casework:	123200
		Base/wall cabinets and shelving	
Base:		Paper storage cabinets	
Resilient base	096519	F3 Marker board (8 LF)	101100
		F4 Tack board (8 LF minimum)	101100
Ceiling (9' high minimum):		F5 Manual projection screen	115213
Suspended, acoustical	095113	F6 Soap dispenser	102800
		F7 Towel dispenser	102800
Walls:		F8 Casework: Wardrobe	123200
Painted concrete masonry units or dry wall		Fire Suppression:	Div. 21
042000/099123		Fire suppression system	
<u>Loose Furnishings:</u>		<u>Plumbing:</u> Div. 22	
L1 8-10 student desks or 2-3 student tables		Plumbing connections (optional)	
L2 3 computer workstations and chairs		Sink with drinking fountain	
L3 Teacher workstation and chair		<u>HVAC:</u> Div. 23	
L4 Four-drawer file cabinet		Supply/return air system	
L5 Mobile shelving		Independent temperature	
L6 Adjustable height bookshelves (20 LF)		Control	
<u>Communications:</u>	Div. 27	<u>Electrical:</u> Div. 26	
Single point 'face plate' near teachers work station to include:		Duplex receptacles	
Voice, data, VGA , audio enhancement, and HDMI		3 per primary teaching wall	
17160		2 per other walls	
Additional ports:		TVSS protected quad receptacle	
Printer		adjacent to each data and	
Cable/MATV port		video port	
3 data ports for student use		Fluorescent lighting	
Electronic white board		Illumination level: See Table 7600-16	
Clock/PA		Multilevel	
1 wireless		switching	16140
		Clock	
		Central sound system	
<u>Miscellaneous:</u>		<u>Electronic Safety and Security:</u>	Div. 28
M2 Printer		Life safety devices per code	
M3 3 computers for student use			
M4 Computer for teacher use			

NOTES:

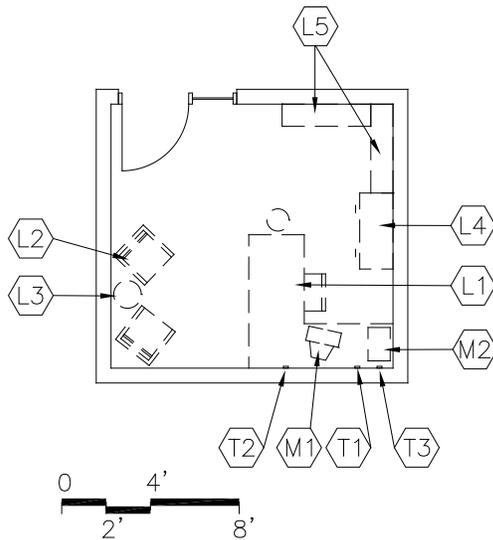
1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Refer to Educational Specifications – Technology, Section 1240.
3. Items listed as casework may be purchased as furniture.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

STUDENT SERVICES

E-ACA-5



CAPACITY:

- Counselors/social workers/Sped Coordinators
- Students and parents
- Staff

SIZE:

- 150 SF

GOAL:

- To serve as a space from which support staff can provide a variety of services to students and their families

PROGRAM ACTIVITIES:

- Group and individual counseling
- Student assessment

SPATIAL RELATIONSHIPS:

- Near Academic Core areas

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Windows to provide natural light if on outside wall, if possible

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. An internal window (with blinds) may be provided in lieu of sidelight.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

STUDENT SERVICES

E-ACA-5

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Linoleum	096516	N/A	
Base:		<u>Fire Suppression:</u>	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling:		<u>Plumbing:</u>	
Suspended, acoustical	095113	N/A	
Walls:		<u>HVAC:</u>	Div. 23
Painted gypsum wallboard over metal studs	092116/ 099123	Supply/return air system Independent temperature control	
<u>Loose Furnishings:</u>		<u>Electrical:</u>	Div. 26
L1 Admin workstation and chair		Duplex receptacles	
L2 Visitor chair		TVSS protected quad receptacle adjacent to each data port	
L3 Small table (optional)		Single-level switching	
L4 Four-drawer file cabinet		Fluorescent lighting	
L5 Adjustable height bookshelves (12 LF)		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Data port near workstation	
		T2 Voice port and phone	
		T3 Data port for printer	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Computer	
		M2 Printer	

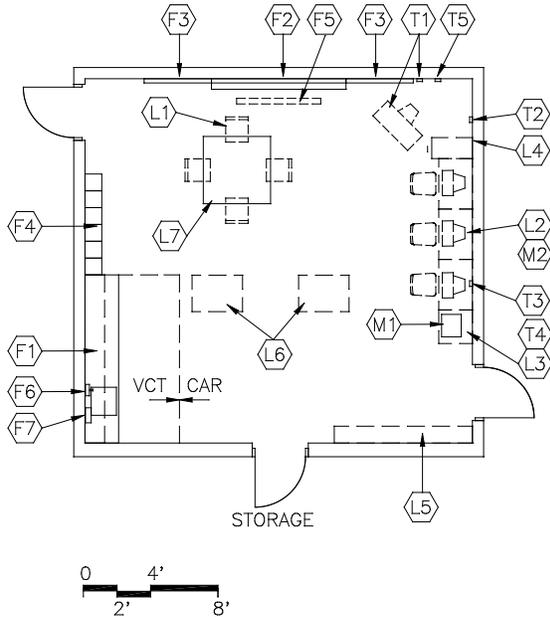
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



SPEECH / OCCUPATIONAL / PHYSICAL THERAPY

M-AC-13



GOAL:

- To provide private functional mobility training for students

PROGRAM ACTIVITIES:

- Speech therapy
- Exercise
- Assistive technology evaluation
- Occupational and Physical Therapy

SPATIAL RELATIONSHIPS:

- Near Academic Core Classrooms
- Near Special Needs Classrooms
- Adjacent and access to Speech Occupational/Physical Therapy Storage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation
- Electrical outlets for equipment
- Wheelchair accessibility
- Reinforce structure to support equipment such as a trapeze
- Windows to provide natural light, desirable; provide treatment to darken if windows are provided
- Auditory privacy

CAPACITY:

- Up to 3 students
- Up to 2 staff

ANCILLARY SPACES:

- Speech/Occupational/ Physical Therapy Storage (M-AC-14)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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SPEECH / OCCUPATIONAL / PHYSICAL THERAPY

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Resilient tile		F1 Casework:	123200
flooring096519		Wall/base cabinets with shelving	
Base:		F2 Marker board (8 LF)	101100
Resilient base	096519	F3 Tack board (8 LF)	101100
Ceiling:		F5 Manual projection screen	115213
Suspended, acoustical	095113	F6 Soap dispenser	102800
Walls:		F7 Towel dispenser	102800
Painted concrete masonry units		<u>Fire Suppression:</u>	Div. 21
042000 / 099123		Fire suppression system	
<u>Loose Furnishings:</u>		<u>Plumbing:</u> Div. 22	
L1 4 chairs		Plumbing connections	
L2 3 computer workstation (TBD)		Sink with drinking fountain	
L3 Printer table		<u>HVAC:</u> Div. 23	
L4 Four-drawer file cabinet		Supply/return air system	
L5 Adjustable height bookshelves (12 LF)		<u>Electrical:</u> Div. 26	
L6 Therapy equipment		Duplex receptacles:	
L7 Work table		3 per primary teaching surface	
<u>Communications:</u>	Div. 27	2 per other walls	
T1 Video port, monitor, VCR/DVD,		TVSS protected quad receptacle	
and brackets		adjacent to each data and	
T2 Voice port and phone		video port	
T3 3 data ports near workstations		Multilevel switching	
T4 Data port at printer		Fluorescent lighting	
T5 Cable/MATV		Illumination level: See Table 7600-16	
<u>Miscellaneous:</u>		Clock	
M1 Printer		Central sound system	
M2 Teacher's laptop computer		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

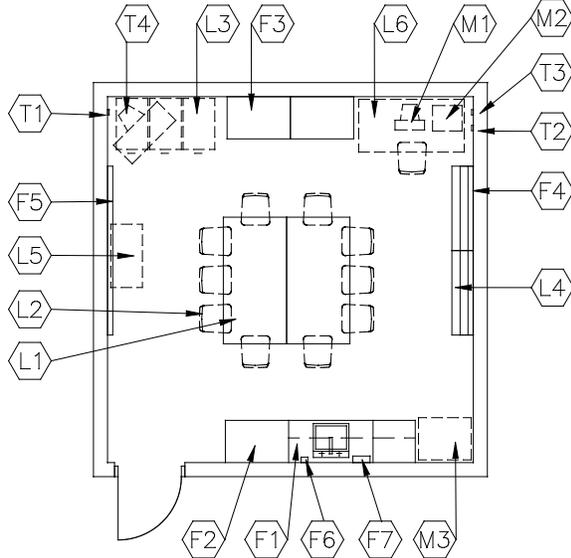
Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

PARENT RESOURCE CENTER

E-AD-10



CAPACITY:

- Parents
- PTO/PTA members
- Volunteers

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOALS:

- To provide a place for parents to meet and work when they volunteer at school
- To provide a place for parents to store their personal belongings
- To provide space for parents to check-out and use parenting sources

PROGRAM ACTIVITIES:

- Small group meetings
- Work area
- Storage for personal items
- Storage of fundraising materials (PTO/PTA)
- Parent training

SPATIAL RELATIONSHIPS:

- Near Welcome Center
- Near Lobby Entrance
- Near Public Restrooms

ENVIRONMENTAL CONSIDERATIONS:

- Electrical outlets for equipment
- Lighting appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
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PARENT RESOURCE CENTER

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Casework:	123200
		Base/wall cabinets	
Base:		F2 Casework	
Resilient base	096519	Wardrobe cabinet	123200
		F3 Casework:	
Ceiling (8' high minimum):		Storage cabinets	123200
Suspended, acoustical	095113	F4 Marker board (8 LF)	101100
		F5 Tack board (8 LF)	101100
Walls:		F6 Soap dispenser	102800
Painted concrete masonry units		F7 Towel dispenser	102800
	042000 / 099123		
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1 2 tables (36" x 72")		Fire suppression system	
L2 10 chairs		<u>Plumbing:</u> (optional)	Div. 22
L3 Four-drawer file cabinet		Plumbing connections	
L4 Adjustable height bookshelves (20 LF)		Sink, single/deep bowl	
L6 Computer workstation		Hook-up for ice maker	
Wastebasket		<u>HVAC:</u> Div. 23	
		Supply/return air system	
<u>Miscellaneous:</u>		Independent temperature control	
M1 Computer		<u>Electrical:</u> Div. 26	
M2 Printer		Duplex receptacles	
M3 Refrigerator with ice maker		TVSS protected quad receptacle adjacent to each data and video port	
<u>Communications²:</u>	Div. 27	Multilevel switching	
T1 Cable/MATV		Fluorescent lighting	
T2 Voice port and phone		Illumination level: See Table 7600-16	
T3 Data port		Clock	
T4 Video port, monitor, VCR/DVD, and bracket		Central sound system	
<u>Electronic Safety and Security:</u>	Div. 28		
Life safety devices per code			

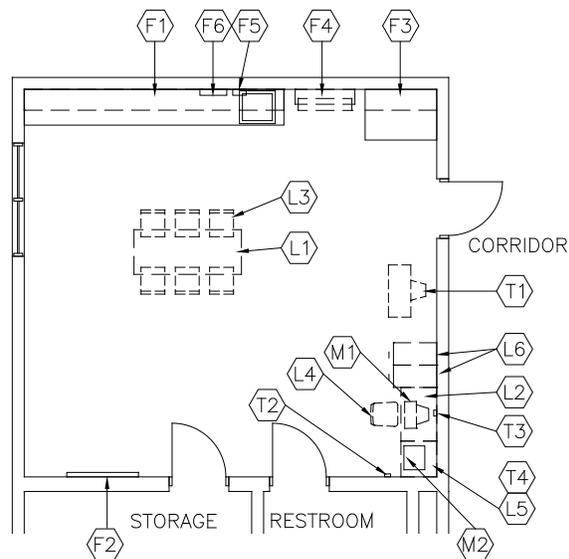
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

WORKROOM / TEACHER OFFICE/Instructional Coaches E-ACA-12



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

SPATIAL RELATIONSHIPS:

- Near Academic Core classrooms (centrally located)
- Access to Staff Restroom(s) from within Workroom/Teacher Office
- Access to Storage 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

CAPACITY:

- Teachers
- Teachers' assistants
- Parents/volunteers

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Staff restroom

NOTES:

2. Loose furnishings and features shown represent one of many possible arrangements.
3. Optional: Consideration for internal window(s) with blinds to corridor.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

WORKROOM / TEACHER OFFICE

E-ACA-12

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Casework:	123200
		Base cabinets	
Base:		Wall cabinets/shelving	
Resilient base	096519	F2 Tack board (4 LF)	101100
		F3 Casework:	123200
Ceiling:		Deep storage for poster board	
Suspended, acoustical	095113	F4 Towel	
		dispenser	102800
Walls:		F5 Soap dispenser	102800
Painted concrete masonry units	042000/099123		
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1		Fire suppression system	
1-2 Table (s)			
L2		<u>Plumbing:</u> Div. 22	
Computer workstation furniture		Plumbing connections	
L3		Sink	
6 chairs		<u>HVAC:</u> Div. 23	
L4		Supply/return air system	
Ergonomic task chair		<u>Electrical:</u> Div. 26	
L5		Duplex receptacles	
Printer table		TVSS protected quad receptacle	
L6		adjacent to each data and	
2, four-drawer file cabinets		video port	
		Fluorescent lighting	
<u>Communications²:</u>	Div. 27	Illumination level: See Table 7600-16	
T2		Multilevel	
Voice port and phone		switching	
T3		16140	
Data port near workstation		Clock	
T4		Central sound	
Data port at printer		system	
		16823	
<u>Miscellaneous:</u>		<u>Electronic Safety and Security:</u>	Div. 28
M2		Life safety devices per code	
Printer			



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

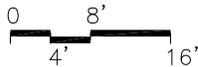
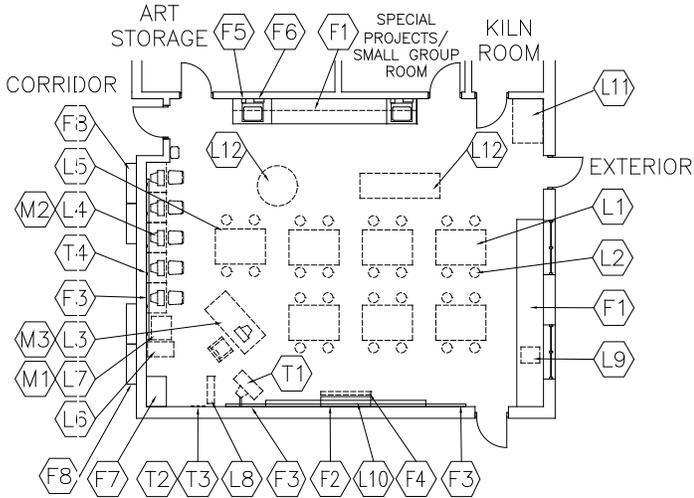
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GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

ART LAB

E-VA-1



CAPACITY:

- 20-24 students
- 1 teacher
- Student teacher
- Parent volunteers
- Student volunteers

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Kiln Room (E-VA-3) 75 SF
- Art Storage (E-VA-2) 125 SF

SPATIAL RELATIONSHIPS:

- Centrally located with convenient access to Core Academic classrooms
- Adjacent and access to Kiln Room

GOALS:

- To provide an area for students to work on a variety of art projects and to have positive experiences, which include developing confidence, commitment, and a sense of accomplishment
- To explore the manipulation of a variety of materials
- To develop technical and expressive skills
- To become aware of and be able to articulate thoughts about art and its reflection of other societies, cultures, and times
- To provide clean, adequate space in which to store art supplies and student projects

PROGRAM ACTIVITIES:

- Drawing, painting, and print making
- Sculpture, model-making, collage, and assembly
- Ceramics-clay (age appropriate)
- Computer graphics and mixed media work
- Guest artist lectures
- Demonstrations
- Viewing prints/slides/movies/art videos
- Research, reading, and writing
- Individual and cooperative group work
- Storage of supplies, projects, and small equipment
- Mixed media work

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting/track and display lighting
- Windows to provide natural light and egress, preferably northern exposure
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Include outlets on the wall above counter spaces in raceway
- Electrical outlets for equipment
- Provide one ceiling hung, retractable electrical outlet
- Window treatment to darken room for AV presentation as required

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

ART LAB

E-VA

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Quartz tile	096618	F1 Casework:	
Base:		30" high base/wall cabinets near	
Resilient base	096519	sinks	123200
Ceiling (12' high minimum to underside of		Paper storage cabinets	
deck):		F2 Marker board	101100
Exposed structure, painted	099123	16 LF primary	
with acoustical treatment	098400	F5 Tack board flanking marker board	
Walls:		Plus two (2) parallel rows of	
Painted concrete masonry units or dry wall		continuous tack strips on all available	
One tackable wall	042000 / 099123	walls (4 LF or longer) at 30" and 48"	
		AFF	
		F6 Manual projection screen (60"X60")	115213 ³
<u>Loose Furnishings:</u>		F5 Soap dispenser (at each sink)	102800
L1 12 2-person student work tables		F6 Towel dispenser (at each sink)	102800
L2 24-30 Student chairs		F7 Casework: Wardrobe	123200
L3 Teacher workstation and chair		F8 Display cases	
L4 3 computer (laptops) tables and chairs			
L6 1, four-drawer file cabinet		<u>Fire Suppression:</u>	Div. 21
L7 Audio visual cart for teacher use		Fire suppression system	
L10 Adjustable height shelves (24 LF) for			
drying 3D objects		<u>Plumbing:</u> Div. 22	
Drying rack (40-80 slats)		Sinks with solids interceptor	
Flat storage (10 drawers)		2 large, deep sinks	
		Plumbing connections	
<u>Communications:</u>	Div. 27	<u>HVAC:</u> Div. 23	
Single point 'face plate' near teachers work		Supply/return air system	
station to include:		Independent temperature control	
Voice, data, VGA, audio enhancement,		Manually controlled general exhaust	
and HDMI			
17160		<u>Electrical:</u> Div. 26	
Additional ports:		Duplex receptacles	
Printer		3 per primary teaching wall	
Cable/MATV port		At least 2 per other walls	
3 data ports for student use		TVSS protected quad receptacle	
Electronic white board		adjacent to each data port	
Clock/PA		Multilevel switching	
2 wireless		Fluorescent lighting	
		Illumination level: See Table 7600-16	
<u>Miscellaneous:</u>		Clock	
M1 Interactive white board	Div. 27	Central sound system	
M2 3 computers for student use		Display/track lighting	
M3 Computer for teacher use			
Audio enhancement equipment			



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

Document camera

NOTES:

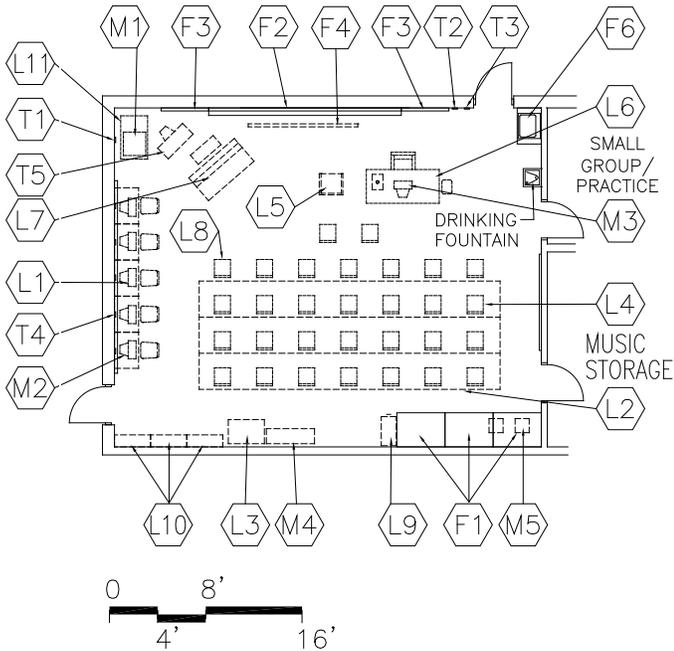
Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF GENERAL SERVICES

GENERAL MUSIC ROOM

E-MU-1



CAPACITY:

- 20-24 music students
- 1 teacher
- Parents/volunteers

SIZE:

- 1,000 SF

GOAL:

- To provide students with the opportunity to explore and develop skills in music through large group, ensemble, and solo experiences

PROGRAM ACTIVITIES:

- Listen, analyze, describe, and compose music (stereos, CD players, computers and printer, laser discs)
- Sing alone and with others (solos, duets, trios, ensembles, large groups)
- Guest speakers and performers (solo and ensembles)
- Group instruction (small and large)
- Choral, speech, theatrics (musicals, operas)
- View educational videos for music enrichment
- Extra-curricular after school activities (i.e., Odyssey of the Mind, church groups)

SPATIAL RELATIONSHIPS:

- Storage in the classroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting/Theatrical lighting
- Environmental sound control:
 - Wall minimum: STC 50
 - Ceiling minimum: CAC 35
- Sound insulation in walls (extended above ceiling to underside of deck)
- Acoustical wall treatments
- Electrical outlets for equipment
- Adequate ventilation
- Proportion classroom for effective viewing and listening from all areas of the classroom
- Auditory privacy
- Drinking fountain in classroom

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

GENERAL MUSIC ROOM

E-MU-

1

<u>Finishes¹:</u>	Spec. Ref.#	<u>Features¹:</u>	Spec. Ref.#
Flooring:		<u>Fixed Equipment:</u>	
Carpet	096816	F1 Casework:	
Base:		Paper storage cabinets	123200
Resilient base	096519	F2 Marker board (16 LF)	
Ceiling(10' high minimum):		1/2 with music staff bars	101100
Suspended, acoustical	095113	F3 Tack board	101100
Walls:		F4 Manual projection screen	115213
Painted concrete masonry units		F5 Casework:	
	042000 / 099123	Wardrobe	123200
		F6 Casework:	
		Sink cabinet	123200
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1 3 computer workstations and chairs		Fire suppression system	
L2 Portable choral risers with rails		<u>Plumbing:</u> Div. 22	
L3 Mobile A/V cabinet		Plumbing connections	
L4 24 music posture chairs		Drinking fountain	
L5 Conductor podium, chair and stand		Sink	
L6 Teacher desk and chair		<u>HVAC:</u> Div. 23	
L7 Upright piano		Supply/return air system	
Instrument storage		Independent temperature	
(see furniture standards)		control	
L9 Four-drawer file cabinet		<u>Electrical:</u> Div. 26	
L10 Adjustable height bookshelves (24LF)		Duplex receptacles	
		3 per primary teaching wall	
		2 per other walls	
<u>Communications:</u>	Div. 27	TVSS protected quad receptacle	
Single point 'face plate' near teachers work		adjacent to each data and	
station to include:		video port	
Voice, data, VGA , audio enhancement,		Multilevel switching	
and HDMI		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Theatrical lighting	
		Clock	
		Central sound system	
17160		<u>Electronic Safety and Security:</u>	Div. 28
Additional ports:		Life safety devices per code	
Printer			
Cable/MATV port			
3 data ports for student use			
Electronic white board			
Clock/PA			
2 wireless			
<u>Miscellaneous:</u>			
M1 Projection device on cart	Div. 27		
M2 3 computers for student use			
M3 Computer teacher use			
M4 MIDI synthesizer			



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

M5	A/V recording/playback equipment Document camera
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NOTES:

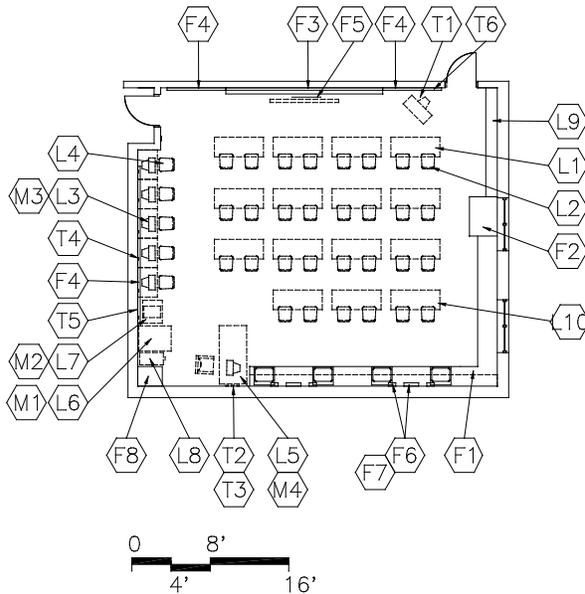
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STEM LAB / SCIENCE LAB

E-ACA-14



CAPACITY:

- 20-24 students
- 1-2 staff

SIZE:

- 1,100 SF

ANCILLARY SPACES:

N/A

GOAL:

- To be an instructional space available on a scheduled basis by department or team of teachers

PROGRAM ACTIVITIES:

- Direct instruction
- Research
- Student and class projects
- Cooperative learning groups
- Student display
- Activities

SPATIAL RELATIONSHIPS:

- Near Academic Core Classrooms
- Near main Corridor
- Near Media Center
- Near Workroom/Teacher Office

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
- Window treatment to darken room for AV presentation
- Proportion classroom for effective viewing and listening from all areas of the classroom

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. Casework countertop at sink wall(s) shall be 30" deep with a 6" plumbing chase for services. No plumbing shall be in exterior wall



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STEM LAB / SCIENCE LAB

	Spec. <u>Ref.#</u>		Spec. <u>Ref.#</u>
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Quartz tile	096618	F1 Casework:	
		Base cabinets and shelving	123200
Base:		F3 Casework:	
Resilient base	096519	Wall shelving (24 LF- H 30-32")	123200
Ceiling (9' high minimum):		F4 Marker board (2 walls)	101100
Suspended, acoustical	095113	16 LF primary/8 LF secondary	
Walls:		F5 Tack board flanking marker boards	
Painted concrete masonry units or dry wall		Plus two (2) parallel rows of continuous	
	042000/ 099123	tack strips on all available walls (4 LF or	
One tackable wall surface	101100	longer) at 30" and 48" AFF	
		F6 Manual projection screen (60"X60")	115213 ³
<u>Loose Furnishings:</u>		F8 Casework:	
L1 12 two-person tables		Wardrobe	123200
L2 24 chairs			
L3 3 computer workstation furniture		<u>Fire Suppression:</u>	Div. 21
L5 Teacher desk and chair		Fire suppression system	
L6 Audio visual cart for teacher use		<u>Plumbing:</u> Div. 22	
L8 Four-drawer file cabinet		Sinks with solids interceptor	
L9 Adjustable bookshelves (24 LF)		Plumbing connections	
		2-4 sinks, single/deep bowl	
<u>Communications:</u>	Div. 27	<u>HVAC:</u> Div. 23	
Single point 'face plate' near teachers work		Supply/return air system	
station to include:		Independent temperature	
Voice, data, VGA , audio enhancement,		control	
and HDMI		<u>Electrical:</u> Div. 26	
17160		Duplex receptacles	
Additional ports:		3 per primary teaching wall	
Printer		At least 2 per other walls	
Cable/MATV port		Continuous raceway above countertop	
3 data ports for student use		TVSS protected quad receptacle	
Electronic white board		adjacent to each data and	
Clock/PA		video port	
1 wireless		Multilevel switching	
		Fluorescent lighting	
<u>Miscellaneous:</u>		Illumination level: See Table 7600-16	
M1 Projection device on cart	Div. 27	Clock	
M2 Printer		Central sound system	
M3 3-5 computers for student use		<u>Electronic Safety and Security:</u>	Div. 28
M4 Computer for teacher use		Life safety devices per code	
Audio enhancement equipment			

NOTES:



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**

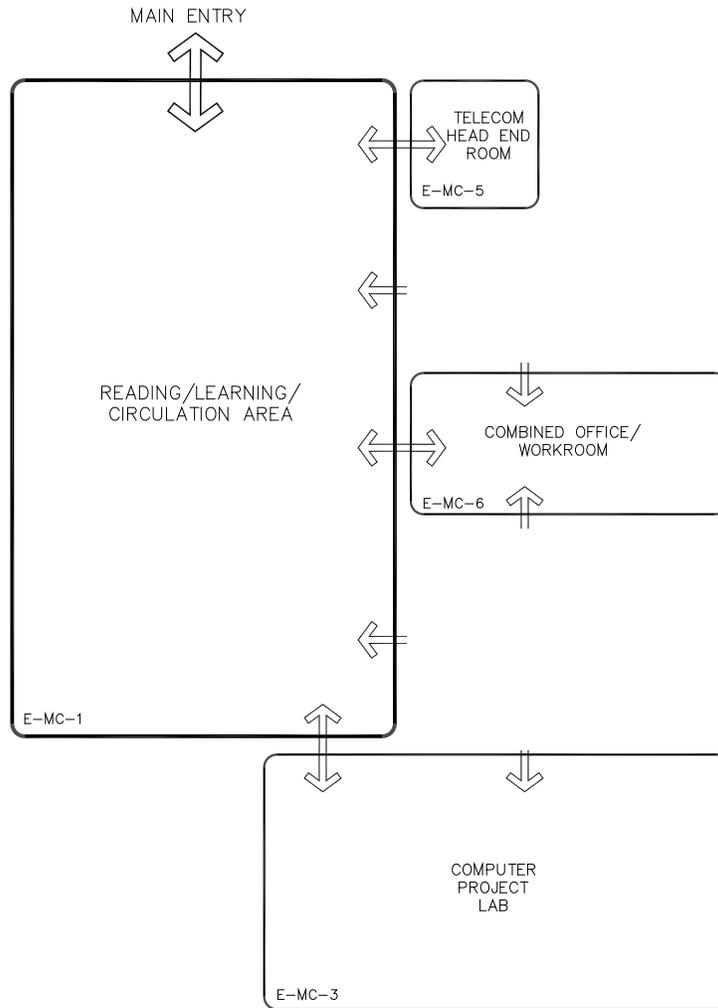
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

MEDIA CENTER

Spaces	Qty.	S.F.	Total	Comments
Reading/Learning/Circulation	1	1,800	1,800	
Computer area	1	800	800	
Media Production	1	400	400	
Office/Workroom/storage	1	250	250	
Telecom Head End Room	1	100	100	
Total			3,350	

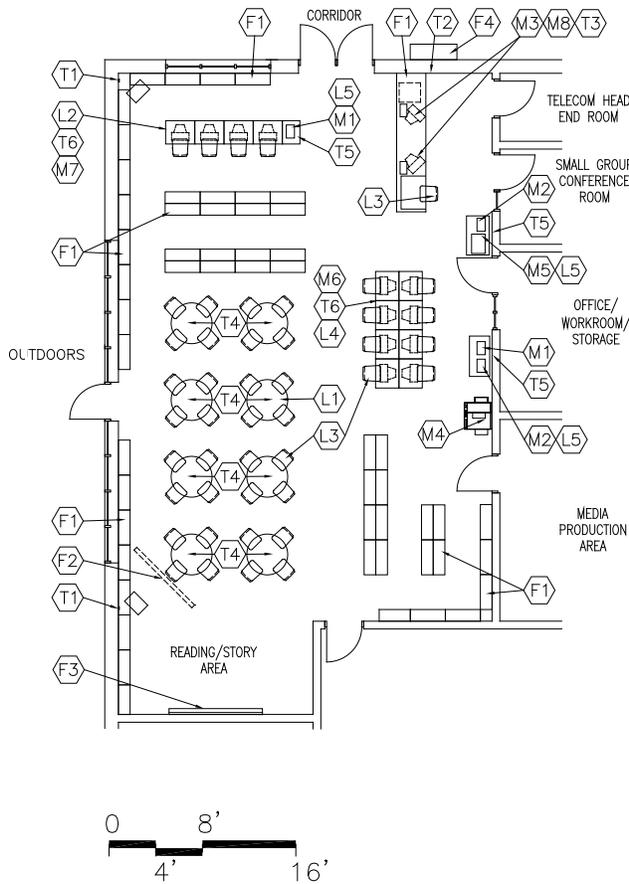




**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**

READING / LEARNING / CIRCULATION AREA

E-MC-1



CAPACITY:

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

GOAL:

- To provide students, staff and community with access to information and quiet study areas
- To provide a place for on-line testing

PROGRAM ACTIVITIES:

- Reading
- Circulation of materials and resources including online catalogs
- Large group and small group instruction
- Provide meeting areas for community, staff, and parents
- Research
- Dramatic reading and storytelling

SPATIAL RELATIONSHIPS:

- Circulation area located close to entrance/exit
- Reference/professional/periodical areas located near entrance and close to circulation
- Two catalog station areas centrally located

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

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements.
2. Freestanding book stacks shall be 42" high. Book stacks against the wall may be 60" to 84" high. Coordinate with other equipment and windows.

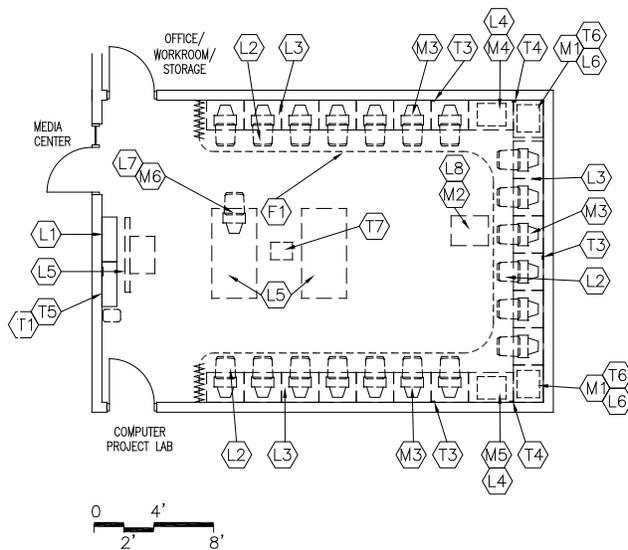


**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**MEDIA PRODUCTION AREA
E-MC-2**



GOAL:

- To provide a soundproof, properly lighted room for video productions, audio productions, publication purposes, and multimedia productions using computer accessories and peripherals such as scanners, digital cameras, etc.

PROGRAM ACTIVITIES:

- Video creation/production
- Voice over/dubbing
- Creative writing
- Closed circuit TV production
- Newspaper production
- Scanning
- Digitizing

SPATIAL RELATIONSHIPS:

- Adjacent to and access to Reading/Learning/Circulation Area
- Adjacent and access to Computer Project Lab
- Adjacent and access to Workroom/Storage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with an appropriate visual comfort level
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 40
 - Acoustically improved entry door
- Electrical outlets for equipment
- Special lighting for video production
- HVAC control separate from Media Center
- Due to the changing nature of technology, a media production room is to be designed for flexibility of use.
- Provide visual control from media center

CAPACITY:

- 20 students
- 2 teachers
- Community patrons after school hours

ANCILLARY SPACES:

- Reading/Learning/Circulation Area (E-MC-1)
- Combined Office/Workroom (E-MC-6)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**MEDIA PRODUCTION AREA
E-MC-2**

<u>Finishes</u> ¹ :	Spec. Ref. #	<u>Features</u> ¹ :	Spec. Ref.#
Flooring:		<u>Fixed Equipment:</u>	
Carpet	096816	F1 Wall curtains	116143
		F2 Manual projection screen	115213
Base:		<u>Fire Suppression:</u>	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling:		<u>Plumbing:</u>	
Suspended, acoustical	095113	N/A	
Walls:		<u>HVAC:</u> Div. 23	
Painted concrete masonry units		Supply/return air system	
	042000 / 099123	Independent temperature control	
Windows/sidelites:			
Security glass	088000		
<u>Loose Furnishings:</u>		<u>Electrical:</u> Div. 26	
L1 Adjustable height bookshelf (12 LF)		Duplex receptacles	
L2 15-20 chairs		TVSS protected quad receptacle	
L3 15-20 computer tables		adjacent to each data port	
L4 printer table		Multilevel switching	
L5 Work tables		Fluorescent lighting with parabolic lenses	
L6 Tables for scanners and other equipment		Central sound system	
<u>Miscellaneous:</u>		<u>Communications</u> ² :	Div. 27
M1 digital scanner	Div. 27	T1 Video port, monitor, VCR/DVD, and brackets	
M3 15-20 computers for student use		T2 Voice port and phone	
M4 Laser printer		T3 20 data ports for student use in raceway	
M5 Inkjet printer		T4 2 data ports for printers	
		T5 Video/cable/MATV port	
		T6 data ports for scanner	
		T7 Ceiling mounted projector	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

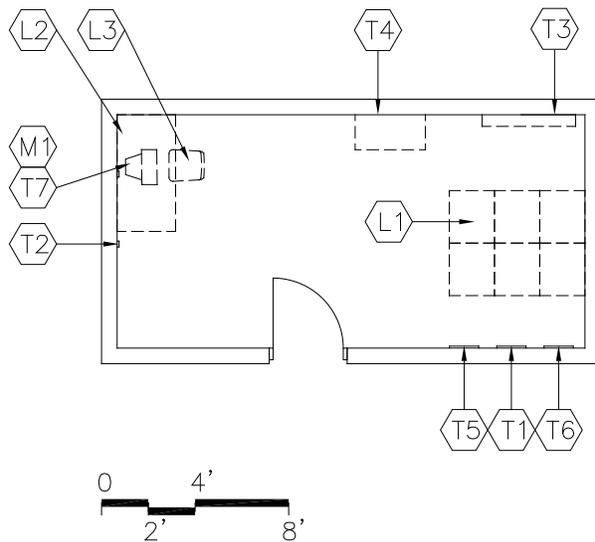
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

TELECOM HEAD END ROOM
E-MC-5



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

CAPACITY:

- 1-2 staff members

SIZE:

- 200 SF

ANCILLARY SPACES:

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

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**TELECOM HEAD END ROOM
E-MC-5**

<u>Finishes</u> ¹ :	Spec. Ref. #	<u>Features</u> ¹ :	Spec. Ref.#
		N/A	
Flooring: Resilient tile flooring	096519	<u>Fire Suppression</u> : Fire suppression system	Div. 21
Base: Resilient base	096519	<u>Plumbing</u> : N/A	
Ceiling: Suspended, acoustical	095113	<u>HVAC</u> : Div. 23 Supply/return air system Independent, packaged system	
Walls: Painted concrete masonry units 042000 / 099123		<u>Electrical</u> : Duplex receptacles Quad receptacles for electronic systems Single-level switching Fluorescent lighting Illumination level: See Table 7600-16 Central sound system	Div. 26
<u>Loose Furnishings</u> : L1 6-8 technology racks Wastebasket L2 Workstation L3 Ergonomic task chair		<u>Communications</u> : T1 Data network system T2 Voice port and phone T3 Telephone switchgear T4 Video network control T5 Satellite dish connection T6 Satellite/cable system controls Access	Div. 27 17430
		<u>Electronic Safety and Security</u> : Life safety devices per code	Div. 28
		<u>Miscellaneous</u> : M1 Computer	

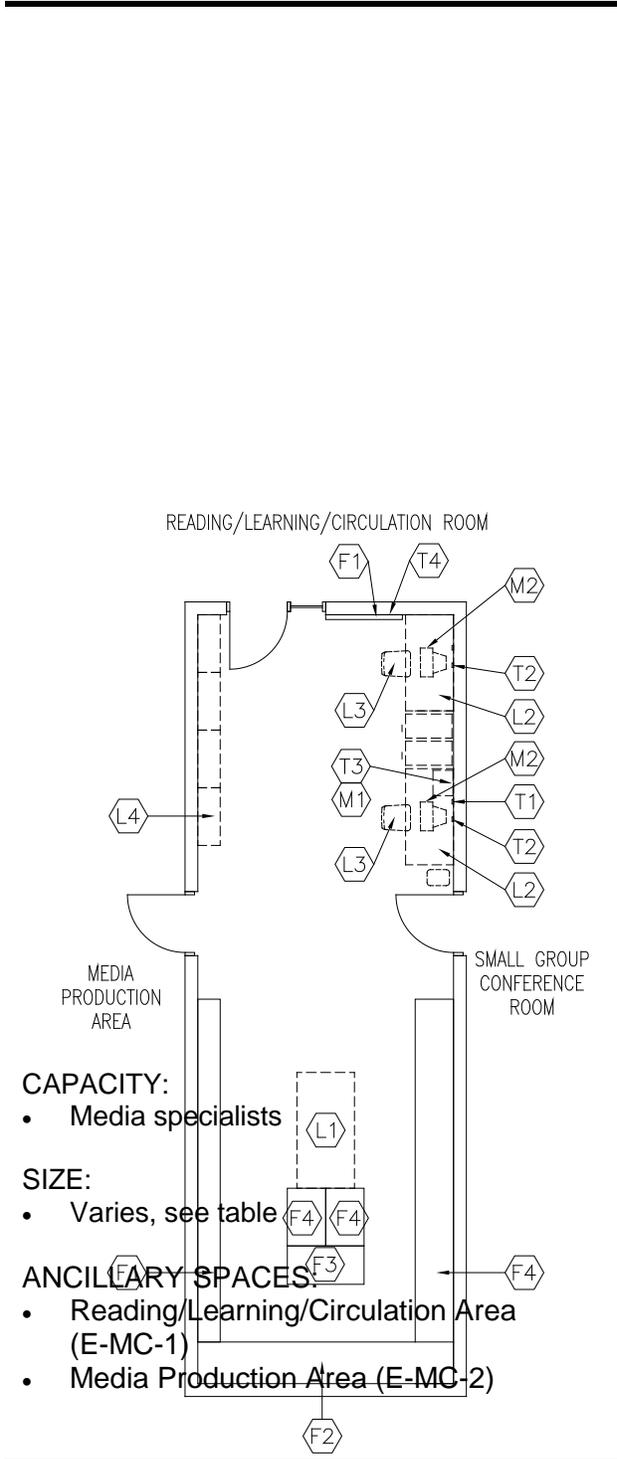
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COMBINED OFFICE / WORKROOM
E-MC-6



GOAL:

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

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
- Adjacent to and access to Office
- Adjacent to and access to Media Production Area
- Located behind circulation desk and whole class zone

ENVIRONMENTAL CONSIDERATIONS:

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

CAPACITY:

- Media specialists

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Reading/Learning/Circulation Area (E-MC-1)
- Media Production Area (E-MC-2)

NOTES:

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

October 2013



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COMBINED OFFICE / WORKROOM

<u>Finishes</u> ¹ :	Spec.	<u>Features</u> ¹ :	Spec.
	<u>Ref.</u> #		<u>Ref.</u> #
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Storage shelving	105613
Base:		F2 Casework:	
Resilient base	096519	Tall cabinet (24" deep)	123200
Ceiling:		F3 Poster/map storage	123200
Suspended, acoustical	095113	F4 Casework:	
Walls:		Base cabinets with power	123200
Painted concrete masonry units	042000 / 099123	Fire Suppression:	Div. 21
		Fire suppression system	
		Plumbing:	
		Plumbing for sink	
Loose Furnishings:		HVAC:	
L1 Work table		Div. 23	
L2 Computer workstation		Supply/return air system	Div. 15
L3 Chair		Electrical:	
L4 Adjustable height bookshelves		Div. 26	
L5 Four – drawer file cabinets		Duplex receptacles	
		At casework island	
		TVSS protected quad receptacle	
		adjacent to each data port	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		Communications:	Div. 27
		T1 Voice port and phone	
		T2 Data port	
		Electronic Safety and Security:	Div. 28
		Life safety devices per code	
		Miscellaneous:	
		M1 Printer	
		M2 2 computers	

NOTES:

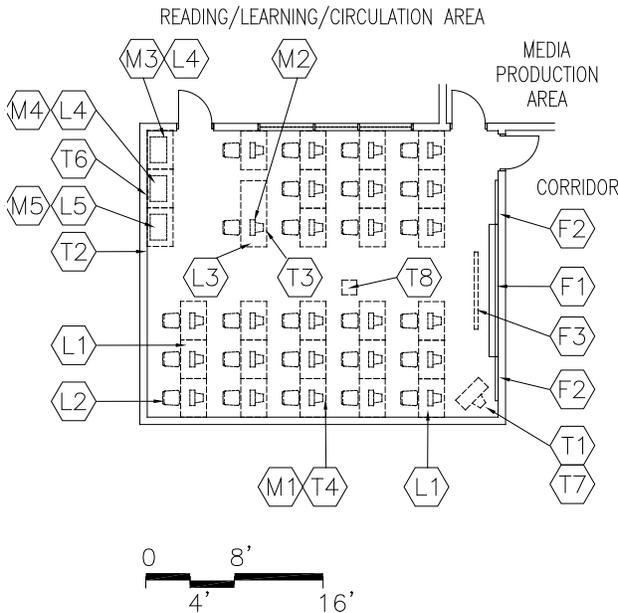
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COMPUTER PROJECT LAB

E-MC-3



GOAL:

- To provide an instructional space located adjacent to the Media Center as a resource for the entire school

PROGRAM ACTIVITIES:

- Instruction
- Individual and class projects
- Computer lab activities
- Teleconferencing
- Research

SPATIAL RELATIONSHIPS:

- Adjacent to and access to Reading/Learning/Circulation Room
- Near the Restrooms
- Easy access to all students for teaching

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with an appropriate visual comfort level
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Recessed floor electrical outlets
- Master switch to control power to workstations
- HVAC separate from Media Center
- Windows into Reading/Learning/Circulation Area optional

CAPACITY:

- 25 students
- 1 teacher

SIZE:

- Varies, see table

ANCILLARY SPACES:

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

NOTES:

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



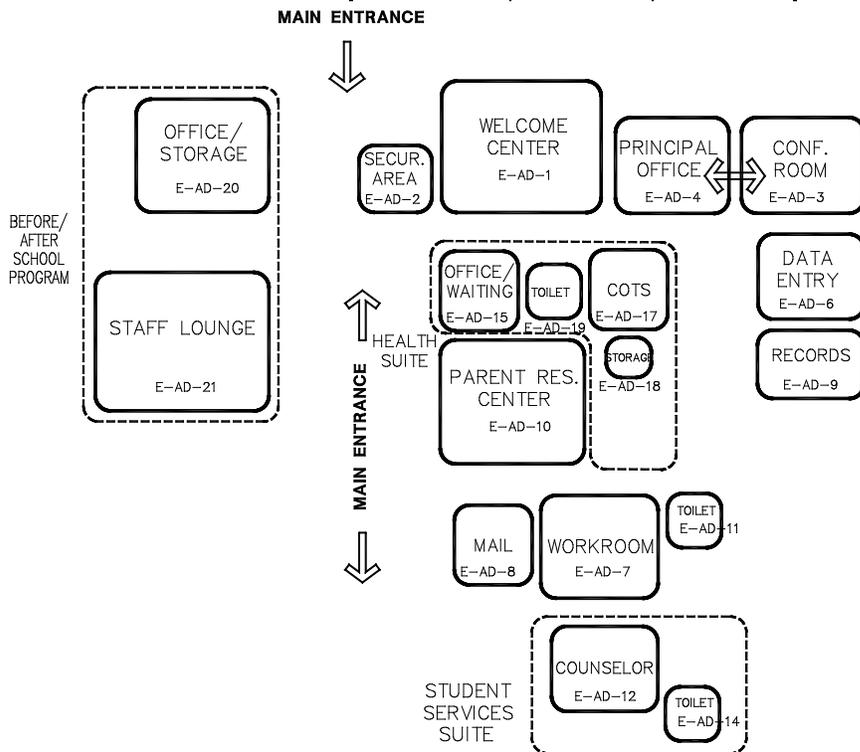
**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ADMINISTRATION

Spaces	Suggested			Comments
	Qty.	S.F.	Total	
Welcome Center	1	350	350	
Security Area w/ storage	1	75	75	





GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

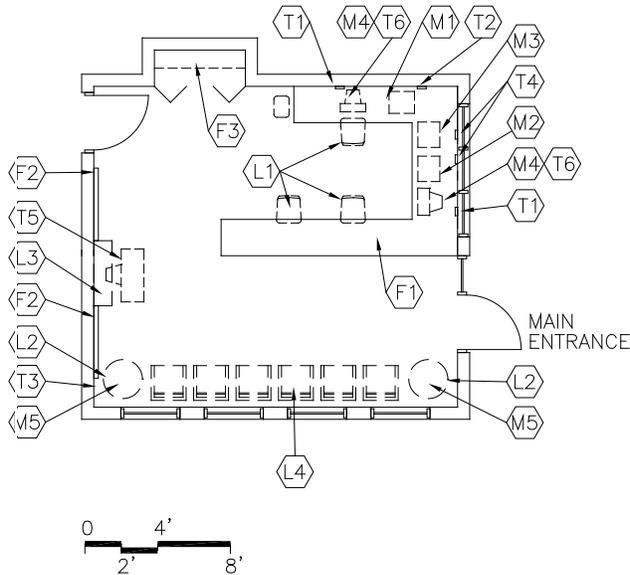
Conference Room	1	200	200	
Principal's Office	1	180	180	Including toilet
Business Office	1	120	120	
Administrative Workroom	1	150	150	
Mailroom	1	75	75	
Records Room	1	100	100	Needs to be a secure space.
Parent Resource Center	1	200	200	Near the front door.
Toilet	1	50	50	
Student Services	1	150	150	
Health Suite				
Office	1	100	100	
Waiting/Treatment Area	1	180	180	
Cots	1	100	100	
Storage	1	25	25	
Toilet	1	50	50	
Extended Day Office/Storage	1	250	250	
Staff Lounge	1	400	400	Includes staff toilet with shower.
Total			2,665	



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

WELCOME CENTER

E-AD-1



GOAL:

- To provide a space designed to help students and the public feel welcome and to provide easily accessed information

PROGRAM ACTIVITIES:

- Greeting visitors
- Waiting for students or staff
- Student waiting/pick up area
- Workstation for administrative assistant

SPATIAL RELATIONSHIPS:

- Located inside the main Administrative Area
- Centrally located to Administrative Area
- Near public restrooms
- Maximize view to the exterior and main entry

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, areas of soft lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation
- Electrical outlets for equipment
- Administrative area should be mechanically zoned for year round use.
- Windows to provide natural light

CAPACITY:

- Administrative assistants
- Visitors/parents
- Students

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

NOTES:

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

October 2013



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

WELCOME CENTER

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Finish carpentry	
		Reception counter	064123
Base:		F2 Tack board (8 LF)	101100
Resilient base	096519	F3 Closet shelving	064123
Ceiling (8' high minimum):		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Painted gypsum wallboard		N/A	
over metal studs	092116 / 099123		
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
L1 2 ergonomic task chairs		Supply/return air system	
L4 4-6 guest chairs		Independent temperature control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Fax		Duplex receptacles	
M2 printer		TVSS protected quad receptacle	
M4 2 computers		adjacent to each data port	
M5 Table lamps		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 2 voice port and phone	
		at workstations	
		T2 Fax port	
		T3 Voice port and phone	
		at waiting area	
		T4 data ports for printer	
		T5 Video port, monitor, VCR/DVD,	
		and brackets	
		T6 Data port near each workstation	
		Cable/MATV port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

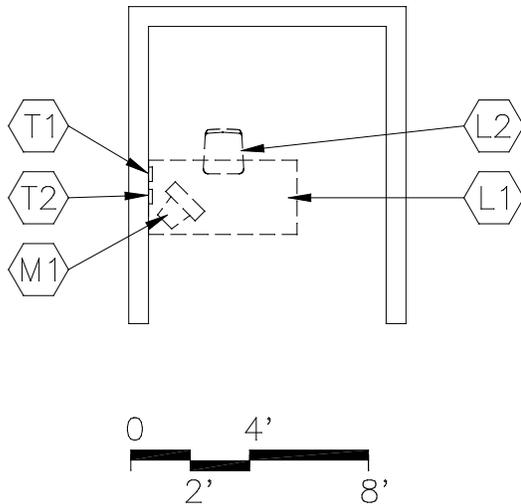
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

SECURITY AREA

E-AD-2



GOAL:

- To serve as a check-in and checkpoint for non-school visitors

PROGRAM ACTIVITIES:

- Check-in/out visitors
- Monitor main entrance to school
- Workstation for security office

SPATIAL RELATIONSHIPS:

- Adjacent to main entry

ENVIRONMENTAL CONSIDERATIONS:

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

CAPACITY:

- Security officer

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

SECURITY AREA

	Spec. <u>Ref.#</u>		Spec. <u>Ref.#</u>
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	N/A	
Base:		<u>Fire Suppression:</u>	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling (8' high minimum):		<u>Plumbing:</u> Div. 22	
Suspended, acoustical	095113	Fire protection system	
Walls:		<u>HVAC:</u> Div. 23	
Painted concrete masonry units	042000 / 099123	Supply/return air system	
<u>Loose Furnishings:</u>		Independent temperature control	
L1 Admin workstation		<u>Electrical:</u> Div. 26	
L2 Ergonomic task chair		Duplex receptacles	
		TVSS protected quad receptacle adjacent to each data and video port	
		Multilevel switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Computer	

NOTES:

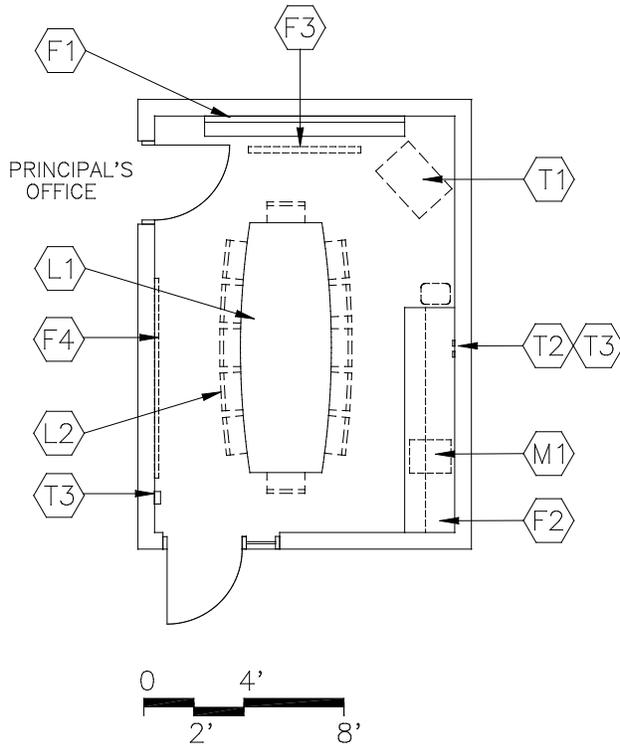
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

CONFERENCE ROOM

E-AD-3



GOAL:

- To provide a place for administrative conferences or meetings

PROGRAM ACTIVITIES:

- Conferences with staff, students, parents, and visitors

SPATIAL RELATIONSHIPS:

- Near Welcome Center
- Centrally located within Administrative Area
- Adjacent and access to Principal's Office

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 40
- Electrical outlets for equipment
- Windows to provide natural light, desirable
- Auditory privacy

CAPACITY:

- Staff
- Students
- Parents
- Visitors

SIZE:

- 200 SF

ANCILLARY SPACES:

- Principal's Office (E-AD-4)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**CONFERENCE ROOM
E-AD-3**

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Marker board (8 LF)	101100
Base:		F2 Casework:	
Resilient base	096519	Base/wall cabinets (6 LF)	123200
Ceiling (8' high minimum):		F3 Manual projection screen	115213
Suspended, acoustical	095113	F4 Tack board (8 LF)	101100
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted gypsum wallboard over metal studs	092116 / 099123	Fire suppression system	
<u>Loose Furnishings:</u>		<u>Plumbing:</u>	
L1 Conference table (with table technology installations (VGA jacks, data outlets, power outlets, etc.))		N/A	
L2 12 chairs		<u>HVAC:</u>	Div. 23
		Supply/return air system	
		Independent temperature control	
		<u>Electrical:</u>	Div. 26
		Duplex receptacles	
		TVSS protected quad receptacle adjacent to each data and video port	
		Multilevel switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Video port, monitor and bracket	
		T2 Voice port and phone	
		T3 2 data ports Cable/MATV port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Under counter refrigerator	

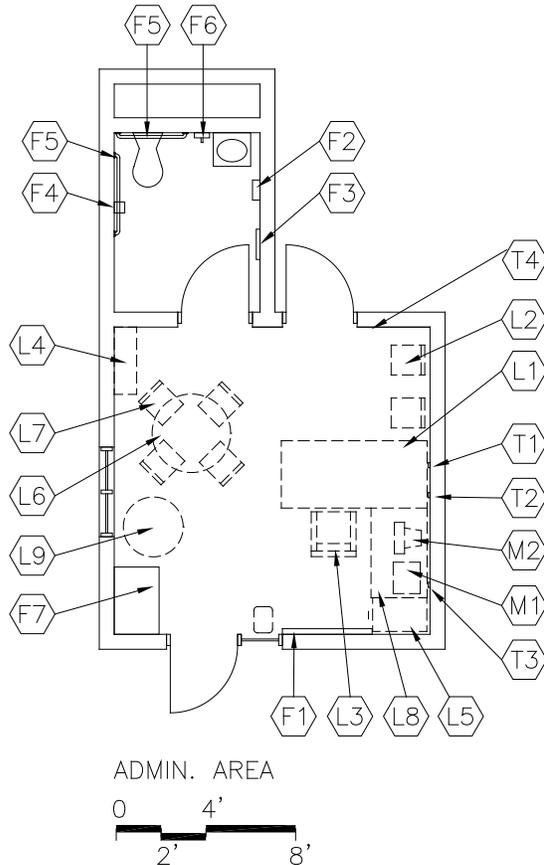
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



PRINCIPAL'S OFFICE

E-AD-4



CAPACITY:

- Principal

SIZE:

- 180 SF

ANCILLARY SPACES:

- Conference Room (E-AD-3)

GOAL:

- To provide an office for the principal to give instructional leadership in a personal and organized environment for students, staff, and community

PROGRAM ACTIVITIES:

- Conferences with students, parents, teachers, staff, and visitors
- Curriculum development
- Research and planning
- Telephone communications
- Dealing with personnel issues
- Coordination of school and support services

SPATIAL RELATIONSHIPS:

- Near main entry
- Near administrative assistant
- Adjacent and access to Conference Room

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light
- One area should be especially child-scaled and friendly for working with individual children
- Auditory privacy
- Back door to secondary corridor, desirable

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PRINCIPAL'S OFFICE

	Spec. <u>Ref.#</u>		Spec. <u>Ref.#</u>
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Tack board (4 LF)	101100
Base:		F2 Towel dispenser	102800
Resilient	096519	F3 24" x 60" mirror	102800
Ceiling (8' high minimum):		F4 Toilet tissue holder	102800
Suspended, acoustical	095113	F5 36" and 42" grab bars	102800
Walls:		F6 Soap dispenser	102800
Painted gypsum wallboard over metal studs	092116 / 099123	Wall mounted coat rack/shelf	
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1 Desk		Fire suppression system	
L3 Ergonomic task chair		<u>Plumbing:</u>	
L4 Adjustable height bookshelves (12 LF)		Toilet area	
L5 Four-drawer file cabinet		<u>HVAC:</u>	Div. 23
L6 Conference table		Supply/return air system	
L7 4-6 chairs		Independent temperature control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Printer		Duplex receptacles	
M2 Computer		2 outlets per wall minimum	
		TVSS protected quad receptacle	
		adjacent to each data and video port	
		Single-level switching	
		Fluorescent lighting	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port near workstation	
		Cable drop for input/output	
		T3 Data port for printer	
		T4 Cable/MATV port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

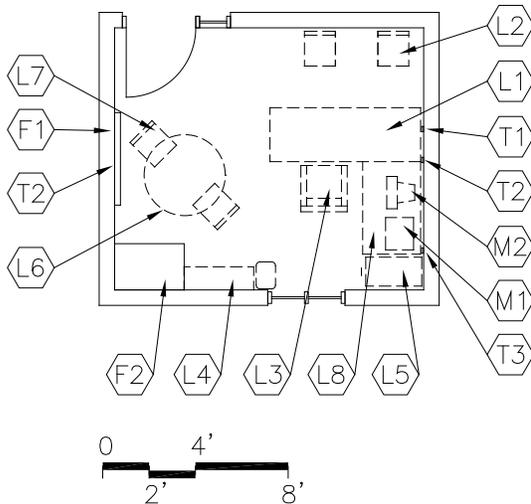
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

OTHER OFFICE

E-AD-5



GOAL:

- To provide an office for the assistant principal to perform administrative functions

PROGRAM ACTIVITIES:

- Conferences with parents
- Student interaction
- Conferences with individual teachers or small groups
- Telephone communications (private)
- Research and planning
- Coordination of school and support services

SPATIAL RELATIONSHIPS:

- May be located near Academic Core for supervision
- May be located near administration suite

ENVIRONMENTAL CONSIDERATIONS:

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

CAPACITY:

- Assistant Principal

SIZE:

- 120 SF

ANCILLARY SPACES:

N/A

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

OTHER OFFICE

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Tack board (4 LF)	101100
Base:		F2 Casework:	
Resilient base	096519	Wardrobe	103200
Ceiling (8' high minimum):		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Painted gypsum wallboard over metal studs	092116 / 099123	N/A	
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
L1 Admin workstation		Supply/return air system	
L2 2 visitor chairs		Independent temperature control	
L3 Ergonomic task chair		<u>Electrical:</u>	Div. 26
L4 Adjustable height bookshelves (12 LF)		Duplex receptacles	
L5 Four-drawer file cabinet		2-Outlets per wall minimum	
L6 Round table		TVSS protected quad receptacle adjacent to data and video port	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Central sound system	
		16823	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 2 data ports	
		T3 Data port for printer	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Printer	
		M2 Computer	

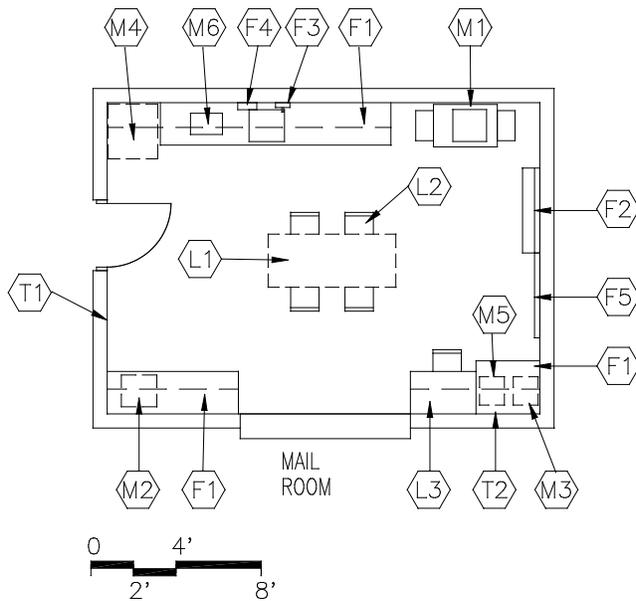
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ADMINISTRATIVE WORKROOM
E-AD-7



GOAL:

- To provide an area for office production activities

PROGRAM ACTIVITIES:

- Copying
- Collating
- Sorting of files
- Preparing communications for mailing
- Binding reports
- Telephone communications

SPATIAL RELATIONSHIPS:

- Near Welcome Center
- Adjacent to Mail Room

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation
- Electrical outlets for equipment
- Organize for efficient work flow and sufficient clearance for several people to work at one time

CAPACITY:

- Secretaries and Administrators
- Volunteers
- Staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Mail Room (E-AD-8)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ADMINISTRATIVE WORKROOM

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Casework:	123200
		Base/wall cabinets and shelving	
Base:		F2 Marker board (4 LF)	101100
Resilient base	096519	F3 Soap dispenser	102800
		F4 Towel dispenser	102800
Ceiling (8' high minimum):		F5 Tack board (4 LF)	101100
Suspended, acoustical	095113		
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted gypsum wallboard over metal studs	092116 / 099123	Fire suppression system	
		<u>Plumbing:</u> (optional)	Div. 22
<u>Loose Furnishings:</u>		Plumbing connections	
L1 Work table		Hook-up for refrigerator ice maker,	
L2 4 chairs; task chair		sink, single/deep bowl	
L3 Computer workstation			
Wastebasket		<u>HVAC:</u>	Div. 23
		Supply/return air system	
		Independent temperature control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Copier		Duplex receptacles	
M2 Paper cutter		Raceway above countertop	
M3 Laminating machine		TVSS protected quad receptacle	
M4 Refrigerator with ice maker		adjacent to each data port	
M5 Color printer		Single-level switching	
M6 Microwave		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Dedicated receptacle for copier	
		Clock	
		Central sound system	
		<u>Communications²:</u>	Div. 27
		T1 Voice ports and phones	
		T2 Data port for printer	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

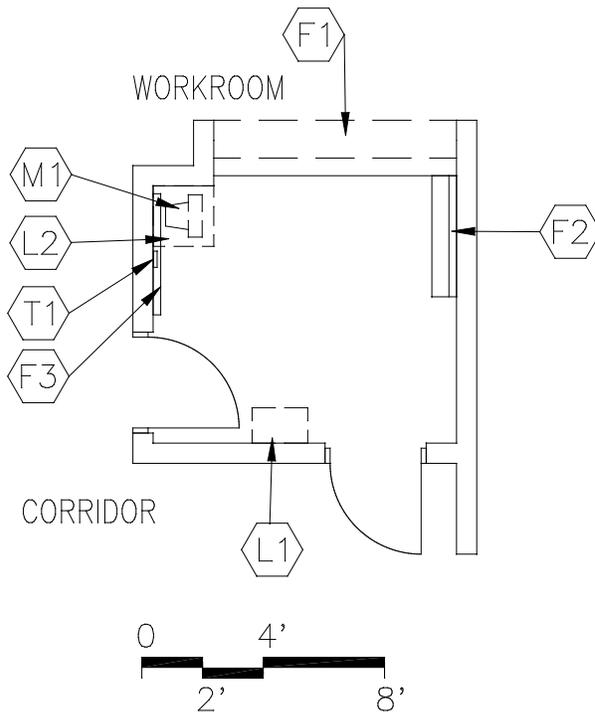
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

MAILROOM

E-AD-8



GOAL:

- To provide an area to disseminate mail to staff members

PROGRAM ACTIVITIES:

- Delivery of general mail
- Sign in/out location

SPATIAL RELATIONSHIPS:

- Adjacent to Administrative Workroom
- Located in Administrative Area
- Accessible from main corridor

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Separate entry/exit doors

CAPACITY:

- Staff
- Faculty

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Administrative Workroom (E-AD-7)

NOTES:

1. Loose furnishings and features shown represent one of many possible arrangements. The mail cubicles can be either on the wall or through the wall, verify with each school for their preference.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**MAILROOM
E-AD-8**

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u> Tile carpet	096813	<u>Fixed Equipment:</u> F1 Casework: Mail slots 12" wide x 6" high x 15" deep (65, 80, 95 total slots) pass-through cabinets below	123200
<u>Base:</u> Resilient base	096519	F2 Marker board (4 LF)	101100
<u>Ceiling (8' high minimum):</u> Suspended, acoustical	095113	F3 Tack board (4 LF)	101100
<u>Walls:</u> Painted gypsum wallboard over metal studs	092116 / 099123	<u>Fire Suppression:</u> Fire suppression system	Div. 21
<u>Loose Furnishings: (optional)</u> L2 Computer table (standing height)		<u>Plumbing:</u> N/A	
		<u>HVAC:</u> Supply/return air system	Div. 23
		<u>Electrical:</u> Duplex receptacles TVSS protected quad receptacle adjacent to each data port Single-level switching Fluorescent lighting Illumination level: See Table 7600-16 Clock Central sound system	Div. 26
		<u>Communications²:</u> T1 Data port	Div. 27
		<u>Electronic Safety and Security:</u> Life safety devices per code	Div. 28
		<u>Miscellaneous:</u> M1 Computer	

NOTES:

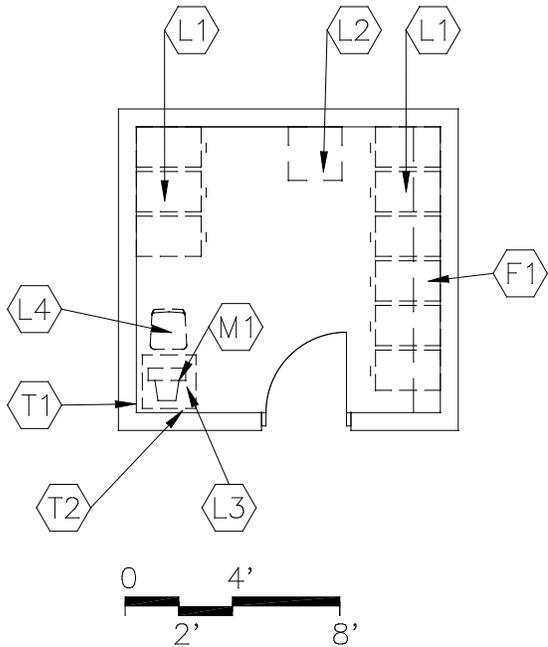
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

RECORDS ROOM

E-AD-9



GOAL:

- To provide secure, fireproof, and adequate storage for money, records, and other valuable items

PROGRAM ACTIVITIES:

- Storing of money and other valuable items
- Storage of files and records
- Accessible to administration staff

SPATIAL RELATIONSHIPS:

- Near Data Entry Office

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Security of door

CAPACITY:

- Secretaries
- Staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

RECORDS ROOM

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Casework:	
		Wall shelving	123200
Base:			
Resilient base	096519		
Ceiling (8' high minimum)		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Painted concrete masonry units		N/A	
	042000 / 099123		
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
L1 8-10, four-drawer file cabinets (fireproof)		Exhaust air system	
L2 Small safe			
L3 Small table		<u>Electrical:</u>	Div. 26
L4 Chair		Duplex receptacles	
		TVSS protected quad receptacle	
		adjacent to each data port	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port	
		<u>Electronic Safety and Security:</u>	
		N/A	
		<u>Miscellaneous:</u>	
		M1 Computer	

NOTES:

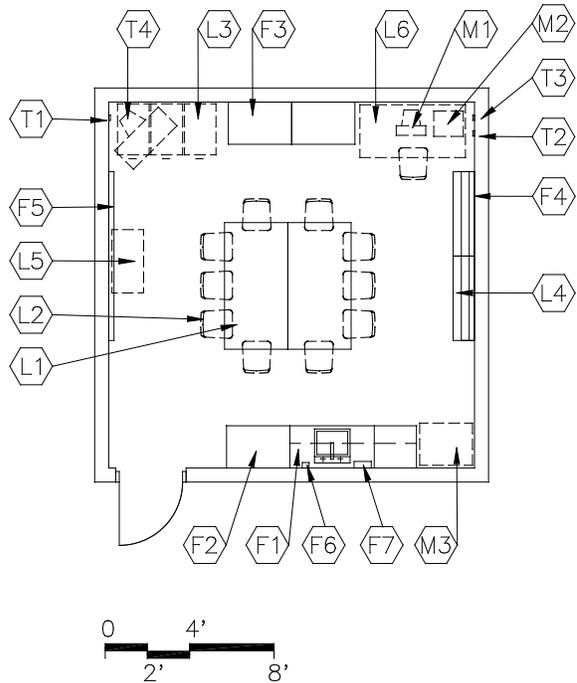
1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PARENT RESOURCE CENTER

E-AD-10



CAPACITY:

- Parents
- PTO/PTA members
- Volunteers

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOALS:

- To provide a place for parents to meet and work when they volunteer at school
- To provide a place for parents to store their personal belongings
- To provide space for parents to check-out and use parenting sources

PROGRAM ACTIVITIES:

- Small group meetings
- Work area
- Storage for personal items
- Storage of fundraising materials (PTO/PTA)
- Parent training

SPATIAL RELATIONSHIPS:

- Near Welcome Center
- Near Lobby Entrance
- Near Public Restrooms

ENVIRONMENTAL CONSIDERATIONS:

- Electrical outlets for equipment
- Lighting appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PARENT RESOURCE CENTER

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Casework:	123200
		Base/wall cabinets	
Base:		F2 Casework	
Resilient base	096519	Wardrobe cabinet	123200
Ceiling (8' high minimum):		F3 Casework:	
Suspended, acoustical	095113	Storage cabinets	123200
Walls:		F4 Marker board (8 LF)	101100
Painted concrete masonry units		F5 Tack board (8 LF)	101100
	042000 / 099123	F6 Soap dispenser	102800
		F7 Towel dispenser	102800
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1 2 tables (36" x 72")		Fire suppression system	
L2 10 chairs		<u>Plumbing:</u> (optional)	Div. 22
L3 Four-drawer file cabinet		Plumbing connections	
L4 Adjustable height bookshelves (20 LF)		Sink, single/deep bowl	
L6 Computer workstation		Hook-up for ice maker	
<u>Miscellaneous:</u>		<u>HVAC:</u>	Div. 23
M1 Computer		Supply/return air system	
M2 Printer		Independent temperature control	
M3 Refrigerator with ice maker		<u>Electrical:</u>	Div. 26
<u>Communications²:</u>	Div. 27	Duplex receptacles	
T1 Cable/MATV		TVSS protected quad receptacle	
T2 Voice port and phone		adjacent to each data and	
T3 Data port		video port	
T4 Video port, monitor, VCR/DVD,		Multilevel switching	
and bracket		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	

NOTES:

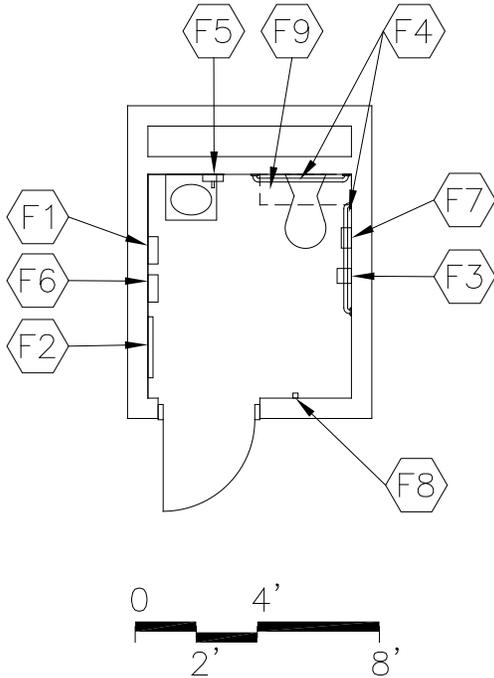
Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STAFF TOILET

E-AD-11



PROGRAM ACTIVITIES:

- Personal and health needs for administrative staff
- Changing clothing

SPATIAL RELATIONSHIPS:

- Near Welcome Center

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Moisture- and stain- resistant finishes
- Adequate exhaust/ventilation

CAPACITY:

- Staff

SIZE:

- 50 SF

ANCILLARY SPACES:

N/A

NOTES:

1. Extend walls above ceiling to deck above for security and acoustical reasons.
2. Provide staff restrooms for both men and women.
3. Each pair of staff restrooms should be distributed throughout the building at appropriate locations.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**STAFF TOILET
E-AD-11**

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Ceramic tile	093000	F1 Towel dispenser	102800
		F2 24" x 60" mirror	102800
Base:		F3 Toilet tissue holder	102800
Ceramic mosaic tile base	093013	F4 36" and 42" grab bars	102800
Resilient	096519	F5 Soap dispenser	102800
		F6 Sanitary dispenser	102800
Ceiling:		F7 Sanitary disposal	102800
Suspended, acoustical	095113	F8 Coat hook	102800
Walls:		F9 Casework:	
Painted concrete masonry units		Wall cabinet	103200
	042000 / 099123		
		<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
		<u>Plumbing:</u> Div. 22	
		Wall-mounted water closet	
		Wall-mounted lavatory	
		Plumbing connections	
		Floor drain	
		<u>HVAC:</u> Div. 23	
		Exhaust air system	
		Supplemental heat as required	
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Fire alarm devices per code	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

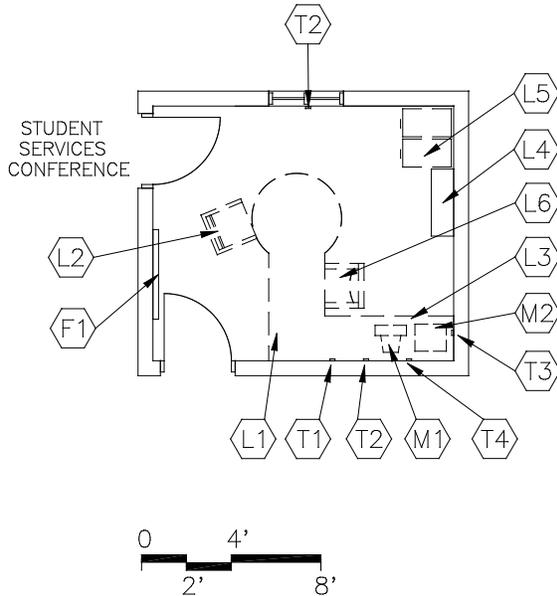
1. Finishes/Features: Refer to Chapter 8 for specification references.



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**



COUNSELOR'S OFFICE
E-AD-12



CAPACITY:

- Counselor
- Intern
- Psychologist
- Social worker
- Reading resource
- Math resource
- Science resource
- ESL

SIZE:

- 150 SF

ANCILLARY SPACES:

- Student Service Conference Room (E-AD-13)

GOAL:

- To provide counseling and other student support services in a professional environment that is easily accessible to students, staff, parents, and the community

PROGRAM ACTIVITIES:

- Counseling for students and parents
- Administrative paperwork
- Enrollment and orientation of new students

SPATIAL RELATIONSHIPS:

- Near Student Services Conference Room
- Near Welcome Center
- Adjacent and access to Student Services Conference Room

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, appropriate to task
- Environmental sound control:
 - Walls minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COUNSELOR'S OFFICE

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Tile carpet	096813	F1 Tack board (4 LF)	101100
Base:		Fire Suppression:	
Resilient base	096519	Fire suppression system	Div. 21
Ceiling (8' high minimum):		Plumbing:	
Suspended, acoustical	095113	N/A	
Walls:		HVAC:	
Painted gypsum wallboard over metal studs	092116 / 099123	Supply/return air system Independent temperature control	Div. 23
<u>Loose Furnishings:</u>		Electrical:	
L1 Admin workstation		Duplex receptacles	Div. 26
L2 Visitor chair		TVSS protected quad receptacle adjacent to each data and video port	
L3 Computer desk return		Single-level switching	
L4 Adjustable height bookshelves (12 LF)		Fluorescent lighting Illumination level: See Table 7600-16	
L5 2, four-drawer file cabinets		Central sound system	
L6 Ergonomic task chair		Communications:	
		T1 Voice port and phone	Div. 27
		T2 2 data ports	
		T3 Data port for printer	
		T4 Cable/MATV port	
		Electronic Safety and Security:	
		Life safety devices per code	Div. 28
		Miscellaneous:	
		M1 Computer	
		M2 Printer	

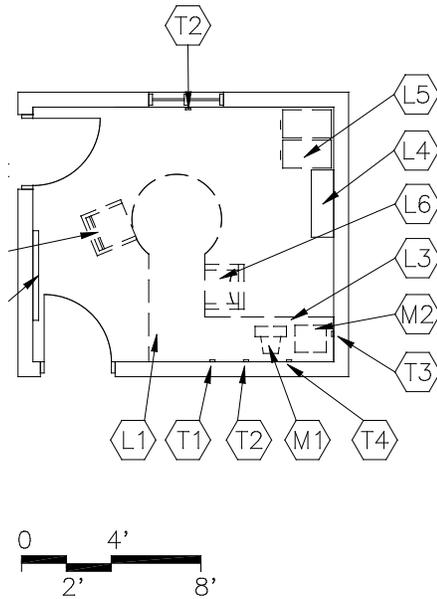
NOTES:

Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

OFFICE AREA
E-AD-15



CAPACITY:

- Staff
- Students
- Parents
- Visitors

SIZE:

- 100 SF

ANCILLARY SPACES:

- Treatment Area (E-AD-16)
- Storage (E-AD-18)

GOAL:

- Administrative and meeting area for health services

PROGRAM ACTIVITIES:

- Meeting area for students parent or guardian
- Administrative activities by school nurse
- Private conversations

SPATIAL RELATIONSHIPS:

- Adjacent and access to Treatment Area
- Adjacent and access to Storage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 40
 - Ceiling minimum: CAC 35
- Visual control to Welcome Center or corridor
- Visual and auditory privacy

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

OFFICE AREA
E-AD-15

Health Suite

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Tack board (4 LF)	101100
Base:		<u>Fire Suppression:</u>	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling (8' high minimum):		<u>Plumbing:</u>	
Suspended, acoustical	095113	N/A	
Walls:		<u>HVAC:</u>	Div. 23
Painted gypsum wallboard over metal studs	092116 / 099123	Supply/return air system	
<u>Loose Furnishings:</u>		<u>Electrical:</u>	Div. 26
L1 Admin workstation		Duplex receptacles	
L2 Ergonomic chair		2 outlets per wall, minimum	
L3 1-2 visitor chairs		TVSS protected quad receptacle adjacent to each data port	
File cabinet		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		2 Data port for printer	
		T3 Data port near workstation	
		T4 Cable/MATV	
		T5 Video port, monitor, VCR/DVD, and brackets	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

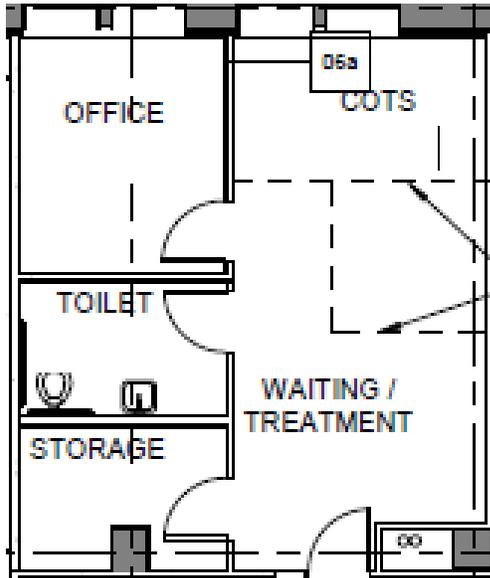
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

WAITING/TREATMENT AREA
E-AD-16



CAPACITY:

- 1 staff member/volunteer/nurse
- Students

SIZE:

- 150 SF

ANCILLARY SPACES:

- Office (E-AD-15)
- Cots
- Storage

GOAL:

- To provide school-based health services

PROGRAM ACTIVITIES:

- First aid
- Consultation with students
- Health screening
- Medical treatments
- Medication administration
- Student resting while awaiting pick-up by parent or guardian

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Stain-resistant floor covering
- Sink with hot and cold water
- Adequate ventilation
- Electrical outlets for equipment
- Locate away from rooms with copiers, interferes with hearing screening
- Auditory and visual privacy
- Visual control to Office/Waiting or Welcome Center

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

WAITING/TREATMENT AREA
Health Suite
E-AD-16

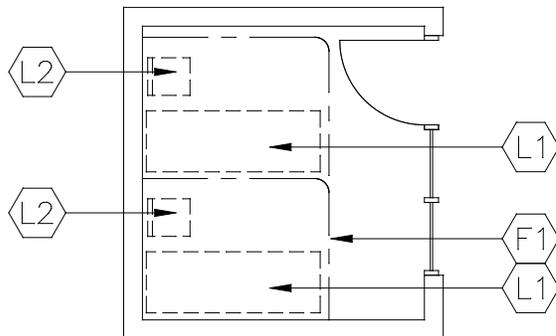
<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Casework:	
		Base/wall cabinets	123200
		Place for refrigerator	
Base:		F2 Casework:	
Resilient base	096519	Tall storage	123200
Ceiling (8' high minimum):		F3 Cubicle curtain	102123
Suspended, acoustical	095113	F4 Soap dispenser	102800
		F5 Towel dispenser	102800
Walls:		Tackboard	
Painted gypsum wallboard			
over metal studs	092116 / 099123		
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
2-3 Chairs		Fire suppression system	
Side table		<u>Plumbing:</u> Div. 22	
Mobile exam table		Plumbing connections	
Stool		Single sink w/hands-free gooseneck	
		<u>HVAC:</u> Div. 23	
		Supply/return air system	
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		TVSS protected quad receptacle	
		adjacent to each data port	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COTS

Health Suite



CAPACITY:

- Staff
- Students

SIZE:

- 100 SF

ANCILLARY SPACES:

N/A

GOAL:

- To provide a place for students and staff to lie down when feeling ill

PROGRAM ACTIVITIES:

- A resting place for students and staff when feeling ill

SPATIAL RELATIONSHIPS:

- Located within Health Suite
- Near welcome center

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting/dimmable lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Stain-resistant floor covering
- Adequate ventilation
- Auditory and visual privacy
- Visual control from Office/Waiting or Welcome Center

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

COTS

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Cubicle curtains	102123
Base:		<u>Fire Suppression:</u>	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling (8' high minimum):		<u>Plumbing:</u>	
Suspended, acoustical	095113	N/A	
Walls:		<u>HVAC:</u>	Div. 23
Painted gypsum wallboard over metal studs	092116 / 099123	Supply/return air system	
<u>Loose Furnishings:</u>		<u>Electrical:</u>	Div. 26
L1 2 cots		Duplex receptacles	
L2 2 chairs		Single-level switching	
		Fluorescent lighting with dimmer	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		N/A	

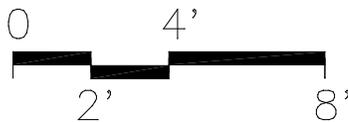
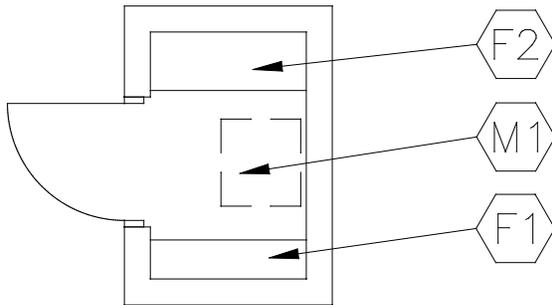
NOTES:

Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STORAGE



CAPACITY:

- Staff

SIZE:

- 25 SF

ANCILLARY SPACES:

- Office/Waiting Area (E-AD-15)

GOAL:

- To provide storage for medical supplies and equipment

PROGRAM ACTIVITIES:

- Storing chemicals, equipment, and supplies

SPATIAL RELATIONSHIPS:

- Adjacent and access to Office/Waiting

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Security of equipment, supplies, and medicines
- Security of door

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STORAGE
Health Suite

<u>Finishes¹:</u>	<u>Spec.</u> <u>Ref.#</u>	<u>Features¹:</u>	<u>Spec.</u> <u>Ref.#</u>
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Storage shelving:	105613
		12" deep	
Base:		F2 Storage shelving:	105613
Resilient base	096519	18" deep	
Ceiling (8' high minimum):		<u>Fire Suppression:</u>	Div. 21
Cleanable, suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u> Div. 22	
Painted concrete masonry units		Fire protection system	
	042000 / 099123		
<u>Loose Furnishings:</u>		<u>HVAC:</u> Div. 23	
N/A		Supply/return air system	
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Refrigerator (lockable) with ice maker	

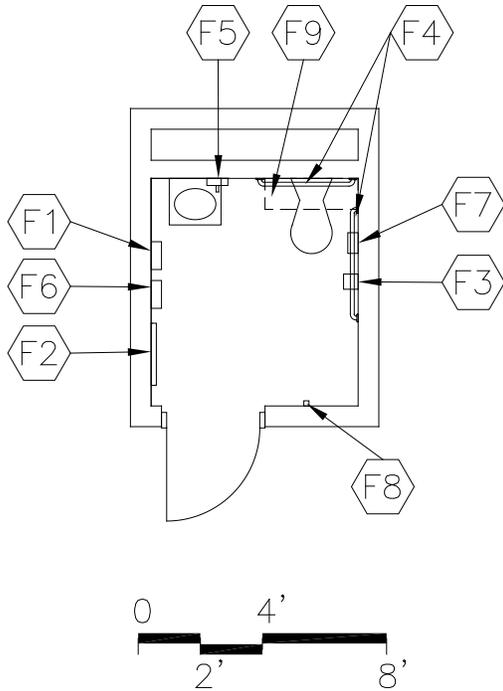
NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

TOILET
E-AD-19



PROGRAM ACTIVITIES:

- Personal and health needs for the health suite
- Changing clothing

SPATIAL RELATIONSHIPS:

- Located within Health Suite

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Moisture- and stain-resistant finishes
- Adequate exhaust/ventilation

CAPACITY:

- Students
- Staff

SIZE:

- 50 SF

ANCILLARY SPACES:

N/A

NOTES:

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

October 2013



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

TOILET

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Ceramic tile	093000	F1 Towel dispenser	102800
		F2 24" x 60" mirror	102800
		F3 Toilet tissue holder	102800
Base:		F4 36" and 42" grab bars	102800
Ceramic mosaic tile base	093013	F5 Soap dispenser	102800
Resilient base	096519	F6 Sanitary dispenser	102800
		F7 Sanitary disposal	102800
Ceiling:		F8 Coat hook	102800
Suspended, acoustical	095113	F9 Casework:	
		Wall cabinet	103200
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units	042000 / 099123	Fire suppression system	
		<u>Plumbing:</u> Div. 22	
		Wall-mounted water closet	
		Wall-mounted lavatory	
		Plumbing connections	
		Floor drain	
		<u>HVAC:</u> Div. 23	
		Exhaust air system	
		Supplemental heat as required	
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Central sound system	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

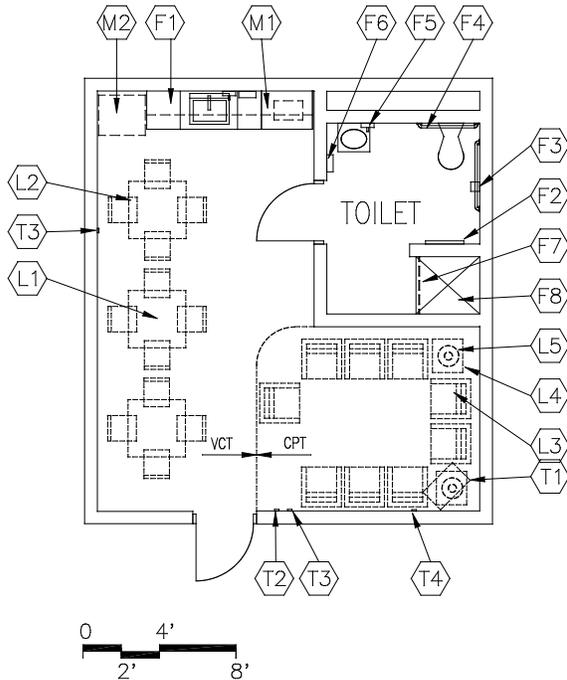
1. Finishes/Features: Refer to Chapter 8 for specification references.



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**



**STAFF LOUNGE
E-AD-21**



GOAL:

- To provide an area for staff dining and for relaxing

PROGRAM ACTIVITIES:

- Staff dining
- Relaxation

SPATIAL RELATIONSHIPS:

- Near Academic Classrooms
- Access to Main Corridor
- May be divided among floors

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, appropriate to task
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 40
- Electrical outlet for equipment
- Windows to provide natural light, desirable

CAPACITY:

- Staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STAFF LOUNGE
Administrative Support

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u>		<u>Fixed Equipment:</u>	
Tile carpet	096813	F1 Casework:	
Linoleum	096516	Base/wall cabinets	123200
Shower: Ceramic mosaic tile	093013	F2 24" x 60" mirror	102800
		F3 Toilet tissue dispenser	102800
		F4 36" and 42" grab bars	102800
<u>Base:</u>		F5 Soap dispenser	102800
Resilient base	096519	F6 Towel dispenser	102800
Shower: Ceramic mosaic tile base	093013	F7 Shower curtain with rod	102800
		F8 ADA shower accessories	102800
<u>Ceiling (8' high minimum):</u>			
Suspended, acoustical	095113		
Shower: Painted portland cement plaster	092400 / 099123	<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
<u>Walls:</u>			
Painted gypsum wallboard over metal studs	092116 / 099123	<u>Plumbing:</u>	Div. 22
Shower: Ceramic tile	093013	Plumbing connections	
		Wall-mounted lavatory	
		Wall-mounted water closet	
		Floor drains - in restroom and shower	
<u>Loose Furnishings:</u>			
L1 3 square tables		<u>HVAC:</u>	Div. 23
L2 10-15 chairs		Supply/return air system	
L3 3-5 lounge chairs		Exhaust air system	
L4 2 end tables		Independent temperature control	
L5 2 table lamps			
		<u>Electrical:</u>	Div. 26
<u>Communications:</u>	Div. 27	Duplex receptacles	
T1 Video port, monitor, VCR/DVD, and brackets		TVSS protected quad receptacle adjacent to each data and video port	
T2 Voice port and phone		Multilevel switching	
T3 2 data ports		Fluorescent lighting	
T4 Cable/MATV port		Illumination level: See Table 7600-16	
		Clock	
<u>Miscellaneous:</u>		Central sound system	
M1 2 microwaves			
M2 Refrigerator with ice maker		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

Finishes/Features: Refer to Chapter 8 for specification references.

October 2013

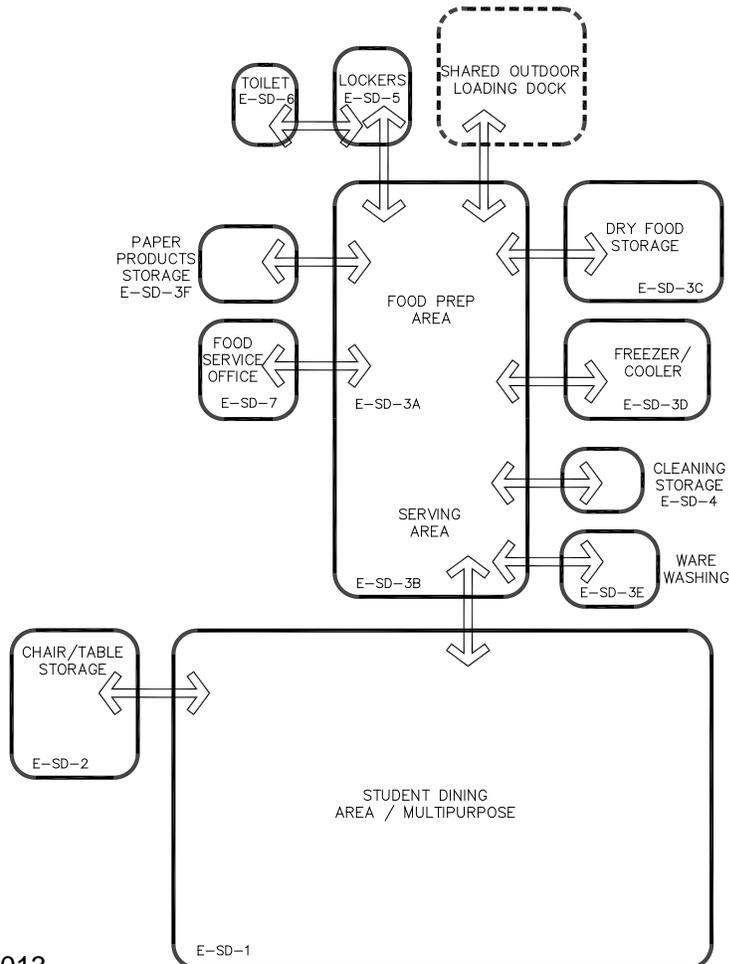


GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

Dinning and Food Services

Spaces	Suggested			Comments
	Qty.	S.F.	Total	
Student Dining Area/Multi-purpose	1	2250	2250	
Chair and Table Storage	1	200	200	
Food Prep	1	400	400	
Servery	1	300	300	
Dry Storage	1	150	150	
Freezer & Cooler	1	150	150	
Ware washing	1	75	75	
Toilet/Lockers	1	75	75	
Cleaning Storage	1	50	50	
Food Service Office	1	100	100	
Total			3750	

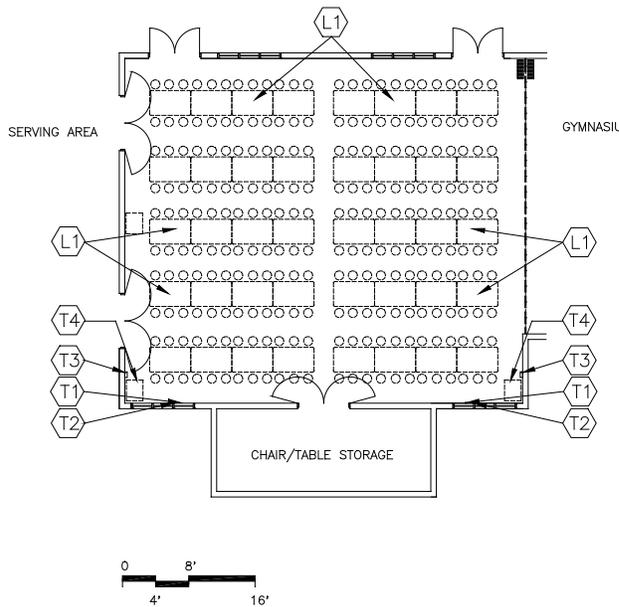
Comments: The overall total for the Dining and Food Services area may be + or – 15%.





STUDENT DINING AREA/MULTIPURPOSE

E-SD-1



CAPACITY:

- 125 students per lunch period
- 30 staff members
- Members of community (after hours)

ANCILLARY SPACES:

- Serving Area (E-SD-3B)

GOALS:

- To provide a pleasant atmosphere for students to eat meals
- To provide a flexible meeting space for groups if needed

PROGRAM ACTIVITIES:

- Student dining
- School and community programs
- Meetings and activities

SPATIAL RELATIONSHIPS:

- Adjacent and access to Serving Area
- Near Food Preparation Area
- Near parking and entry to building

ENVIRONMENTAL CONSIDERATIONS:

- Lighting appropriate to tasks
- Adequate ventilation
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Higher than normal ceiling height
- Cleanable building surfaces
- Windows to provide ample natural light
- Good sight lines to all areas of the room for supervision
- Window treatment to darken room for AV presentation
- Movable wall to allow the space to be divided into two spaces

TECHNOLOGY:

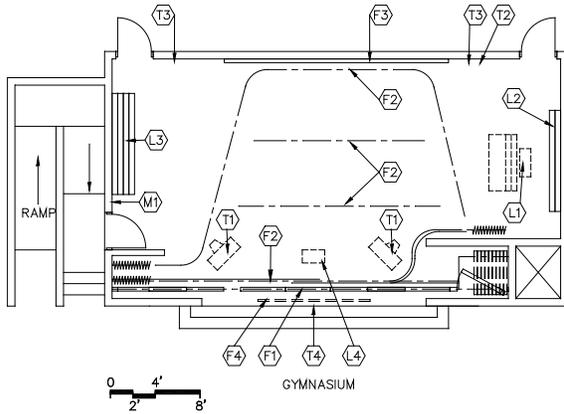
- Video port, motorized screen on stage
- Voice port and phone
- Data port for a teacher workstation
- Cable/MATV port
- Ceiling mounted for a projection device
- Infrastructure for audio system on stage



**GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION**

STAGE

E-PE-5



CAPACITY:

- Students
- Teachers
- Parents/volunteers
- Community members

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
- Adjacent and access to Gymnasium and the dining area
- Near visitor parking
- Near music rooms with ramp access

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Stage to be no more than 21" above gymnasium floor
- Direct and convenient access to stage via stairs/ramps

<u>Finishes:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u> Wood strip flooring for athletic applications	096466
<u>Base:</u> Vented	096466
<u>Ceiling:</u> Suspended, acoustical	095113
Or painted exposed structure	099123
<u>Walls:</u> Painted concrete masonry units	042000 / 099123

Loose Furnishings:

- L1 Student piano
(secure storage required)
- L2 Portable dance bars
- L3 Mobile folding risers
- L4 Podium

Miscellaneous:

- M1 Handheld and lavalier microphones

Communications:

- T1 2 video port, monitor, VCR, and bracket
- T2 Voice port and phone
- T3 2 data ports on stage
- T4 Data port in center of stage apron
Cable/MATV Port

<u>Features:</u>	<u>Spec. Ref.#</u>
<u>Fixed Equipment:</u>	
F1 Operable partition, manual	10222
F2 Theatre and stage equipment	116143
F3 Mirror	088000
F4 Motorized projection screen	115213



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

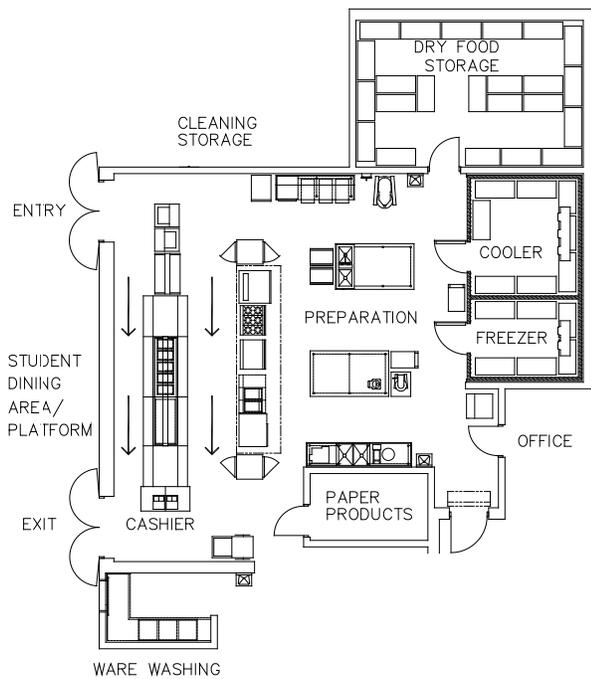
KITCHEN

E-SD-3

This space consists of the following areas:

Food Preparation Area	650
Dry Food Storage	225
Freezer & Cooler	200
Ware Washing	100
Paper Storage	100
Lockers	75
Toilet	50
Food Service Office	100
	1500

A space plate follows for each of these areas.



CAPACITY:

- Students
- Staff
- Community

ANCILLARY SPACES:

- Student Dining Area/Multipurpose (E-SD-1)

GOAL:

- To provide an area for the preparation of student and staff meals

PROGRAM ACTIVITIES:

- Prep food
- Serve food
- Storage
- Point of sale

SPATIAL RELATIONSHIPS:

- Near loading dock to permit semi-tractor trailers access to docking and storage areas (site specific)
- Adjacent and access to Student Dining Area/Multipurpose
- Near dumpsters
- Cafeteria serving arrangement

ENVIRONMENTAL CONSIDERATIONS:

- Food service department, public health
- Durable flooring
- Proper ventilation of space to remove cooking odors
- Cleanable building surfaces

See Design Guidelines for detail requirements

NOTES:

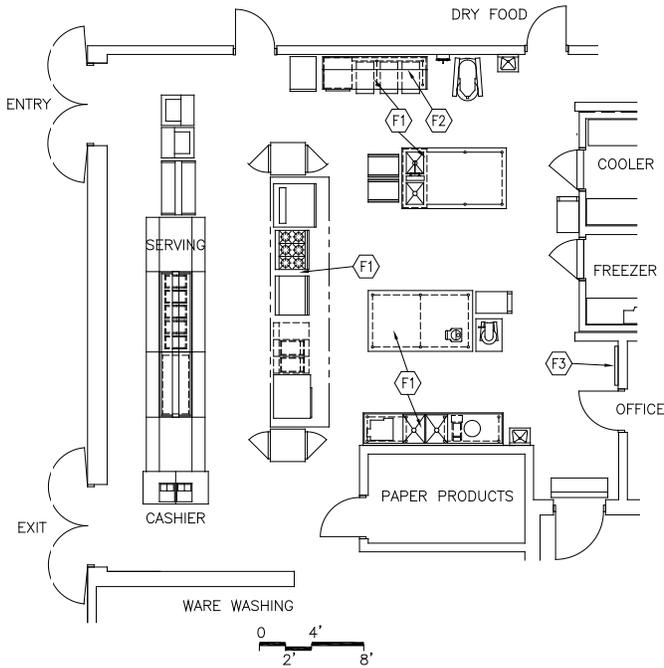
1. This is an example of a kitchen. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools Food Service Department.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

FOOD PREPARATION AREA

E-SD-3A



GOAL:

- To prepare student meals

PROGRAM ACTIVITIES:

- Prepare and warm food

SPATIAL RELATIONSHIPS:

- Adjacent to Student Dining Area/Multipurpose
- Open to Serving Area

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Proper ventilation of space to remove cooking odors
- Cleanable building surfaces
- Electrical/plumbing/mechanical connections for food service equipment

CAPACITY:

- Staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

Kitchen (E-SD-3)

NOTES:

1. This is an example of a preparation area. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools Food Service Department.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

FOOD PREPARATION AREA

E-SD-3A

	Spec. <u>Ref.#</u>		Spec.
<u>Finishes:</u>			
<u>Flooring:</u>		<u>Ref.#</u>	
Quarry tile	093000	<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
<u>Base:</u>		<u>Plumbing:</u> Div. 22	
Quarry tile base	093000	Connections to food	
Resilient base	096519	service equipment	
<u>Ceiling:</u>		Plumbing and gas connections	
Cleanable, suspended, acoustical	095113	Hand washing lavatory	
		Floor drains	
<u>Walls:</u>		<u>HVAC:</u> Div. 23	
Epoxy-painted concrete masonry units	042000 / 099123	Supply/return air system	
		Independent temperature control	
		Kitchen canopy exhaust system	
		Air conditioning	
<u>Features (Specifications from DCPS):</u>		<u>Electrical:</u> Div. 26	
<u>Equipment:</u>		Duplex receptacles	
• Pot washing sinks		Connections to food	
• Food Preparation Sinks		service equipment	
• Hand Sinks		Single-level switching	
• Work Tables		Fluorescent lighting	
• Warming/Holding/Proofing Cabinets		Illumination level: See Table 7600-16	
• Refrigeration - Reach-ins		Clock	
• Storage shelving		Central sound system	
• Mop washing sink			
• Lockable chemical storage		<u>Communications:</u>	
• Exhaust Hood Systems, including Fire Suppression		N/A	
• Convection oven ,			
• Convection steamer		<u>Electronic Safety and Security:</u>	Div. 28
• Range, with oven		Life safety devices per code	
• Tilt Skillet			
• Ware Washing Machine with appropriate accessories (tables, booster heater, disposer, etc.)		<u>Miscellaneous:</u>	
		N/A	



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PHYSICAL EDUCATION AND ASSEMBLY

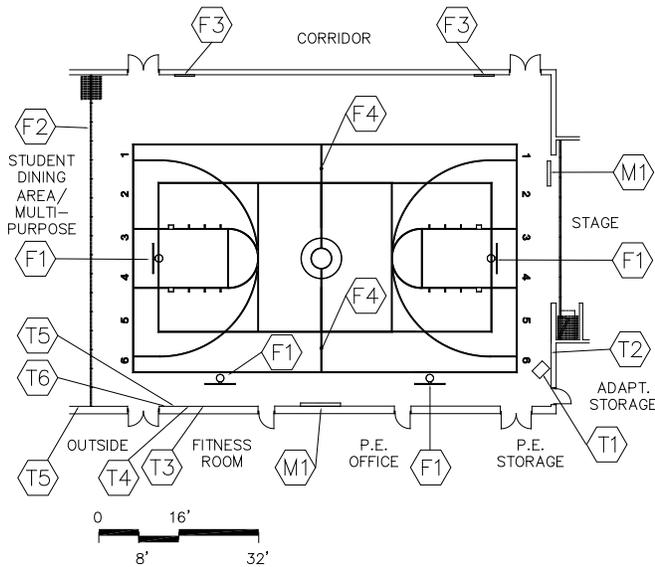
Spaces	Suggested			Comments
	Qty.	S.F.	Total	
PE/Assembly	1	3,400	3,400	
Stage	1	800	800	
Chair and Table Storage	1	200	200	
PE Storage	1	150	150	
PE Office	1	100	100	
Total			4,650	



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PE/Assembly Room

E-PE-1



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
- Adaptive physical education
- Student assemblies and programs
- Lectures/Teaching
- Community use

SPATIAL RELATIONSHIPS:

- Near public restrooms, with easy access
- Access to outdoor physical education play areas
- May be adjacent to Student Dining Area with folding wall between
- 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

CAPACITY:

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

SIZE:

- Varies, see table

ANCILLARY SPACES:

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

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.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

PE/ Assembly Room

Finishes ¹ :	Spec. Ref.#	Features ¹ :	Spec. Ref.#
<u>Flooring:</u>		<u>Fixed Equipment:</u>	
Wood strip flooring for athletic applications or Resilient athletic flooring	096466 096566	F1 Basketball backstops, adjustable height (ceiling hung or portable)	116600
		F2 Operable partition, motorized	102226
		F3 Chin-up bars	116600
		F4 Volleyball standards	
<u>Base:</u>		<u>Fire Suppression:</u>	Div. 21
Vented resilient base	096466	Fire suppression system	
<u>Ceiling:</u>		<u>HVAC:</u>	Div. 23
Painted exposed structure on acoustical deck	099923	Supply/return air system	
<u>Walls:</u>		Independent temperature control	
Painted concrete masonry units	042000 + 099123	<u>Electrical:</u>	Div. 26
Acoustical wall treatment	098400	Duplex receptacles	
And/or sound absorbing concrete masonry units	042000	TVSS protected quad receptacle adjacent to each data and video port	
<u>Communications:</u>	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		Gymnasium sound system	
<u>Electronic Safety and Security:</u>	Div. 28	Provide wire guards on light fixtures and electrical devices	
Life safety devices per code			

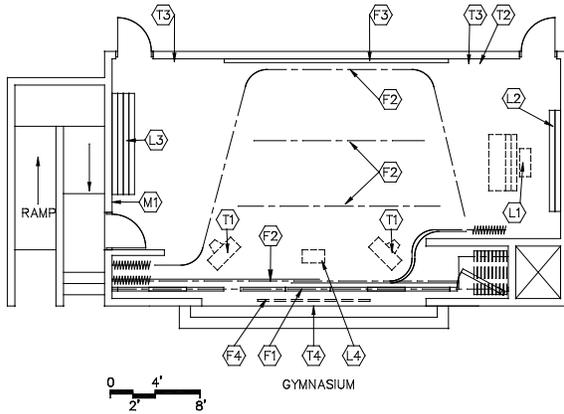
NOTES:
Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

STAGE

E-PE-5



GOAL:

- To provide space for students to present performances

PROGRAM ACTIVITIES:

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

SPATIAL RELATIONSHIPS:

- Near music rooms with ramp access

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:

- PE/Assembly (E-PE-1)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

**STAGE
E-PE-5**

CHAPTER 4: ELEMENTARY SCHOOLS

	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
Base:		F2 Theatre and stage equipment	116143
Vented	096466	F3 Mirror	088000
Ceiling:		F4 Motorized projection screen	115213
Suspended, acoustical	095113		
Or painted exposed structure	099123	<u>Fire Suppression:</u>	Div. 21
Walls:		Fire suppression system	
Painted concrete masonry units	042000 / 099123	<u>Plumbing:</u> Div. 22	
<u>Loose Furnishings:</u>		Fire protection system	
L1 Piano			
(secure storage required)		<u>HVAC:</u> Div. 23	
L2 Portable dance barres		Supply/return air system	
L3 Mobile folding risers		Independent temperature Control	
L4 Podium			
<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>Communications:</u>	Div. 27	TVSS protected quad receptacle adjacent to each data and video port	
T1 2 video port, monitor, VCR, and bracket		Multilevel switching	
T2 Voice port and phone		Fluorescent lighting	
T3 2 data ports on stage		Illumination level: See Table 7600-16	
T4 Data port in center of stage apron		Clock	
Cable/MATV Port		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:

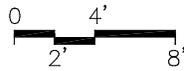
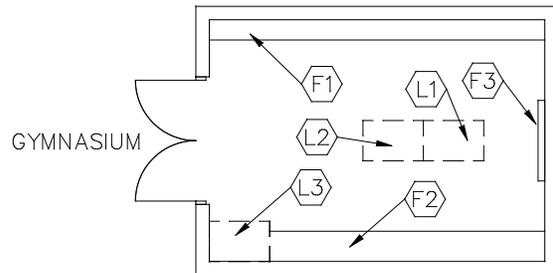
1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Piano shall be securely stored in adjacent storage room.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

P.E. STORAGE

E-PE-4



CAPACITY:

- 1-2 teachers
- Student teachers

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Gymnasium (E-PE-1)

GOAL:

- To provide convenient storage for all physical education equipment

PROGRAM ACTIVITIES:

- Storage

SPATIAL RELATIONSHIPS:

- Adjacent and access to Gymnasium

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Leave space below shelving on one wall for portable bins

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

P.E. STORAGE

	Spec. <u>Ref.#</u>		Spec. <u>Ref.#</u>
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Storage shelving:	105613
		12" deep	
Base:		F2 Storage shelving:	105613
Resilient base	096519	18" deep	
Ceiling:		F3 Pegboard (4 LF)	101100
Exposed structure, painted	099123		
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units		Fire suppression system	
042000 / 099123		<u>Plumbing:</u>	
		N/A	
<u>Loose Furnishings:</u>			
L1 Tumbling mats		<u>HVAC:</u> Div. 23	
L2 Ball bins		Supply/return air system	
L3 Play equipment			
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		Multilevel switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

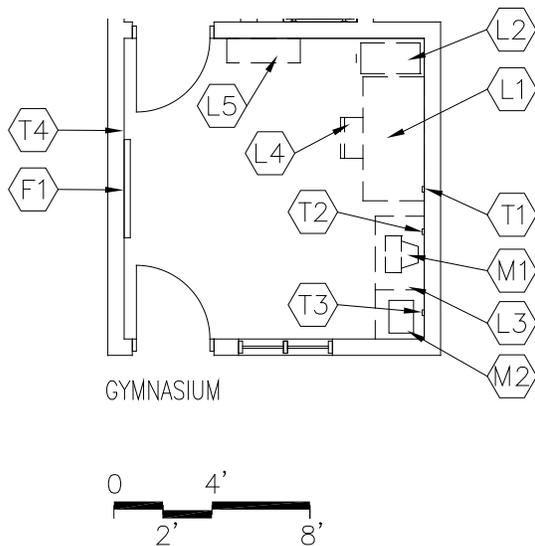
Finishes/Features: Refer to Chapter 8 for specification references.



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

P.E. OFFICE

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:

- PE/Assembly (E-PE-1)

NOTES:

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



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

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

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u> Resilient tile flooring	096519	<u>Fixed Equipment:</u> F1 Tack board (4 LF) F8 Coat hook	101100 102800
<u>Base:</u> Resilient base	096519	<u>Fire Suppression:</u> Fire suppression system	Div. 21
<u>Ceiling:</u> Acoustical, suspended	05113		
<u>Walls:</u> Painted concrete masonry units 042000 / 099123		<u>HVAC:</u> Supply/return air system Independent temperature control	Div. 23
<u>Loose Furnishings:</u> L1 Amin. workstation L2 Four-drawer file cabinet L4 Ergonomic task chair L5 Adjustable height bookshelves (12 LF)		<u>Electrical:</u> Duplex receptacles Single-level switching TVSS protected quad receptacle adjacent to data port Fluorescent lighting 16500 Illumination level: See Table 7600-16 Central sound system	Div. 26
<u>Miscellaneous:</u> M1 Computer M2 Printer		<u>Communications:</u> T1 Voice port and phone T2 Data port near teacher workstation T3 Data port for printer T4 Cable/MATV port	Div. 27
		<u>Electronic Safety and Security:</u> Life safety devices per code	Div. 28

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.

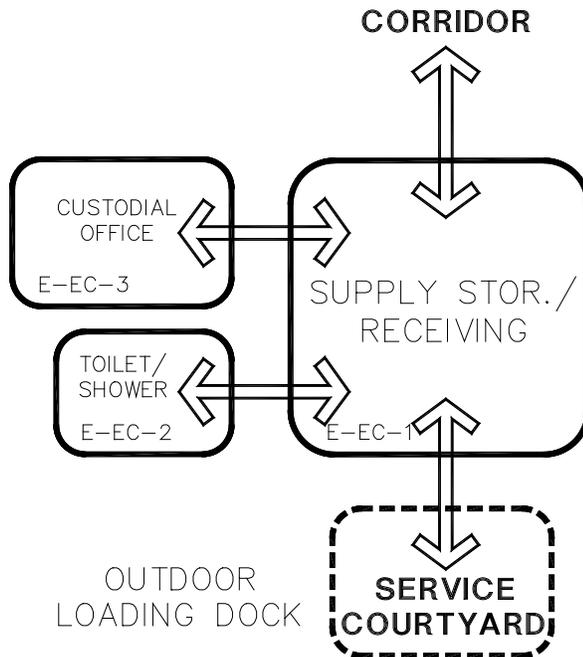


GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

ENGINEERING AND CUSTODIAN

Spaces	Suggested			Comments
	Qty.	S.F.	Total	
Supply Storage / Receiving	1	350	350	
Toilet/Shower	2	100	200	
Custodial/Engineer Office	1	150	150	
Total			700	

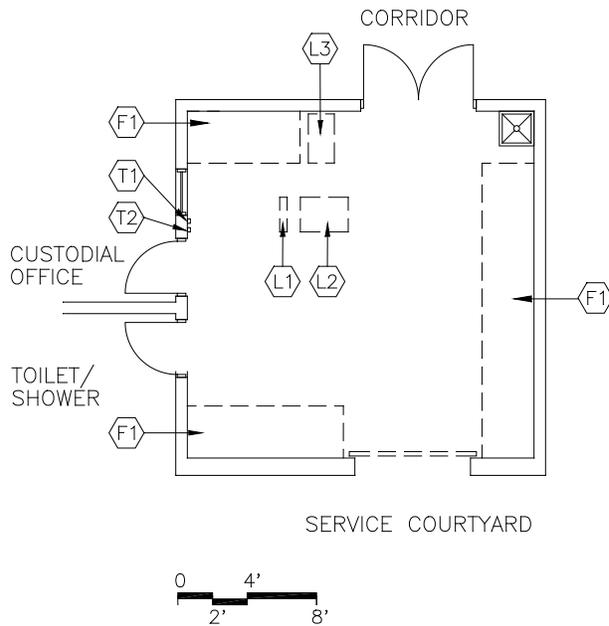
Comments: The overall total for the Engineering and Maintenance area may be + or – 5%.





SUPPLY STORAGE/RECEIVING

E-EC-1



GOAL:

- To serve as the central point for delivery and shipping of bulk commodities and equipment and provide adequate storage for supplies and materials

PROGRAM ACTIVITIES:

- Loading and unloading
- Storage of furniture, materials for special events, paper, and general supplies

SPATIAL RELATIONSHIPS:

- Adjacent and access to loading dock area and service courtyard
- Access to main corridor
- Adjacent and access to Custodial Office
- Adjacent and access to Toilet/Shower

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Supplemental heating source
- Double door with removable mullions
- Overhead door to service courtyard

CAPACITY:

- Maintenance personnel

SIZE:

- 450 SF

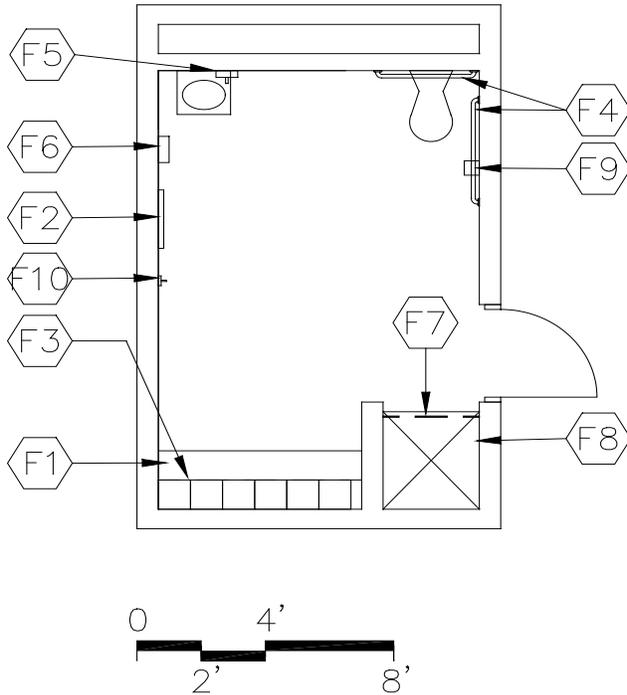
ANCILLARY SPACES:

- Toilet/Shower (E-EC-2)
- Custodial Office (E-EC-3)



TOILET/SHOWER

E-EC-2



GOAL:

- To provide a private toilet and shower facilities for maintenance and custodial staff

PROGRAM ACTIVITIES:

- Showering
- Changing clothes

SPATIAL RELATIONSHIPS:

- Adjacent and access to Supply Storage/Receiving

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Must be handicapped accessibility
- Improved exhaust capabilities

CAPACITY:

- Maintenance and custodial staff

SIZE:

- 100 SF

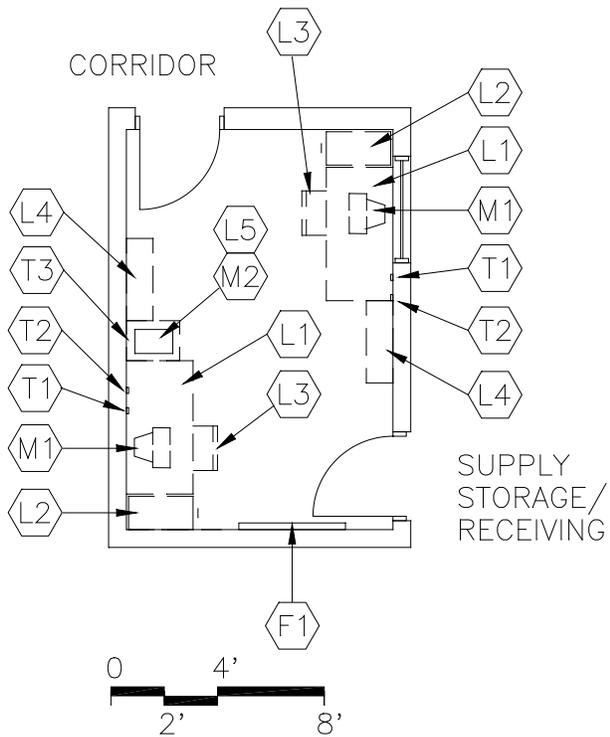
ANCILLARY SPACES:

- Supply Storage/Receiving (E-EC-2)



CUSTODIAL OFFICE

E-EC-3



GOAL:

- To provide an area for the maintenance manager, staff, and building engineer to provide supervision of the physical plan

PROGRAM ACTIVITIES:

- Conferences with staff and other visitors
- Telephone calls
- Paperwork

SPATIAL RELATIONSHIPS:

- Adjacent and access to Supply Storage/Receiving
- Access to corridor

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Visual control from Supply Storage/Receiving

CAPACITY:

- Maintenance and custodial staff
- Building engineer

SIZE:

- 150 SF

ANCILLARY SPACES:

- Supply Storage/Receiving (E-EC-2)



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

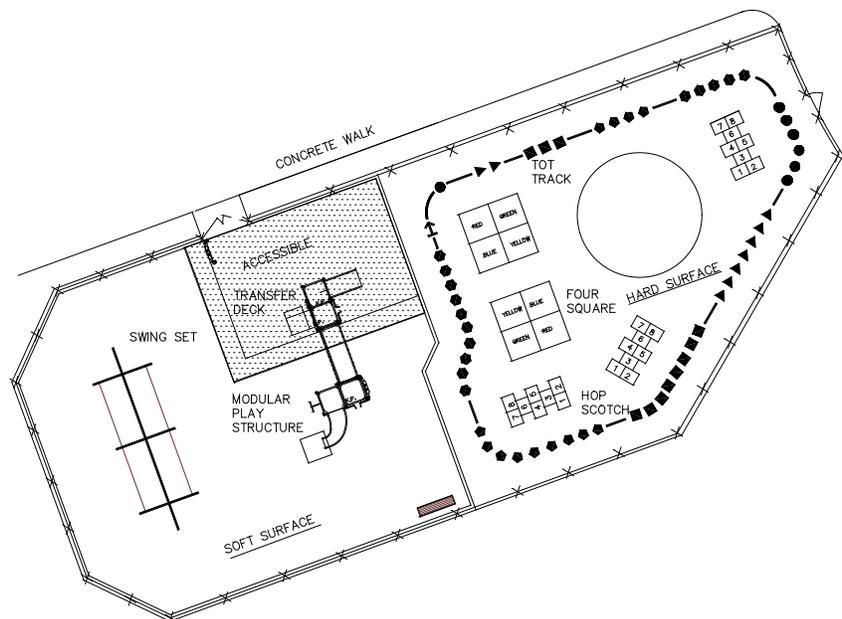
PLAYGROUNDS

AREA REQUIRED

1. Provide playground areas to allow for difference in age, ability, and varying interests.
2. Follow applicable safety guidelines for different age groups.

Pre-kindergarten to grade 1 play area. See Figure B-1.

- a. Plan for play activities that include rocking, swinging, balancing, climbing, and sliding.
- b. Include tables and chairs for age group
- c. Locate equipment with moving parts, such as swings, at the perimeter of the play area. Use fence or planting beds to prevent children from inadvertently stepping into path of moving equipment.



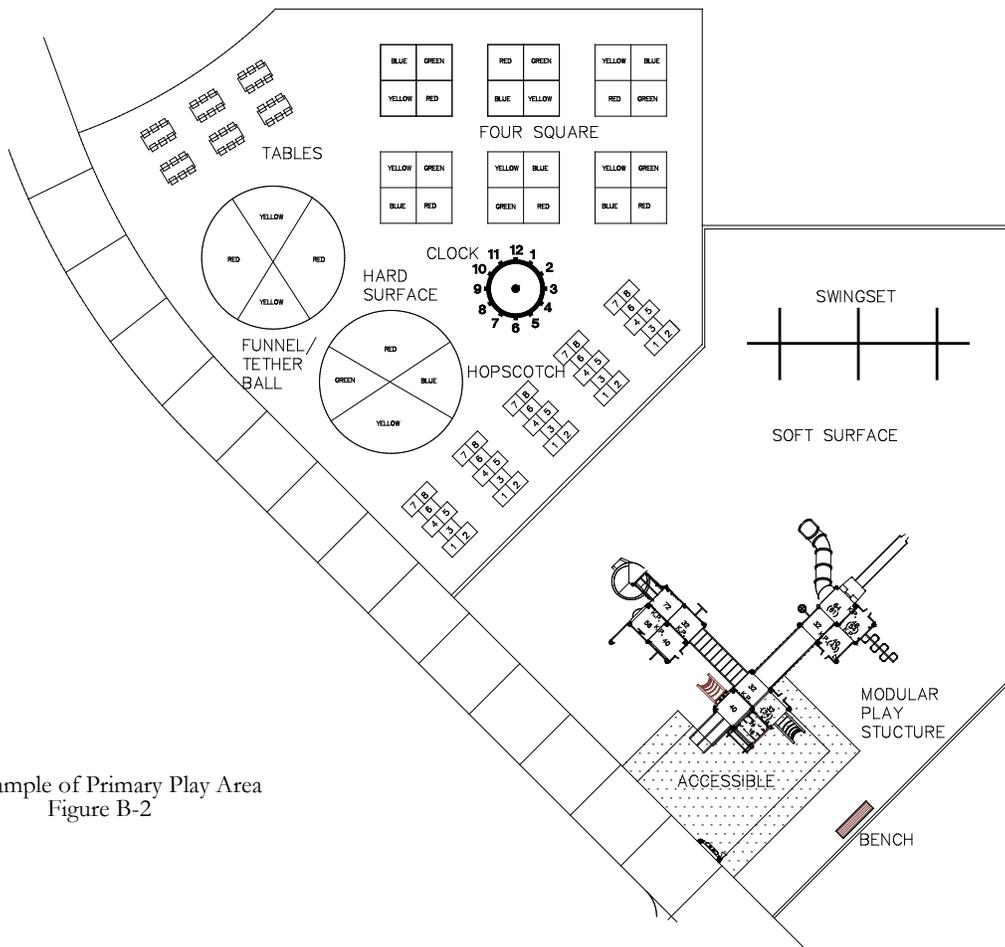
Example of Pre-kindergarten to Grade 1 Play Area
Figure B-1

Primary Play Area (See Figure B-2)



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

- a. Design for grades 1 through 3.
- b. Plan for play activities that include rocking, swinging, balancing, climbing, and sliding.
- c. Plan for upper-body strengthening devices such as a parallel bar and overhead ladder play equipment.



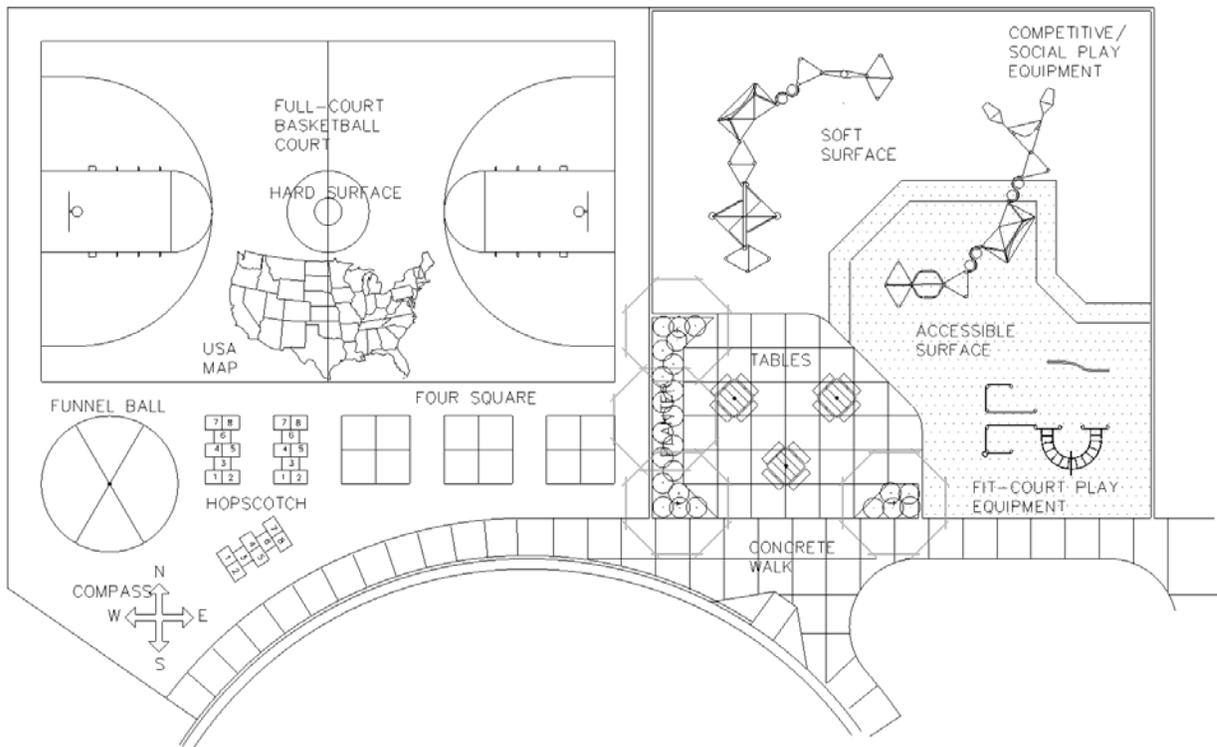
Example of Primary Play Area
Figure B-2

Intermediate Play Area (See Figure B-3)



GOVERNMENT OF THE DISTRICT OF COLUMBIA
OFFICE OF PUBLIC EDUCATION FACILITIES MODERNIZATION

- a. Design for grades 4 and 5.
- b. Intermediate play area may be combined with primary play area and a 'tot track' designed around both play areas
- c. Include an outdoor science classroom that may include a garden.
- d. Plan for 1 full basketball court (50 feet by 84 feet) or 2 half courts (50 feet by 42 feet).

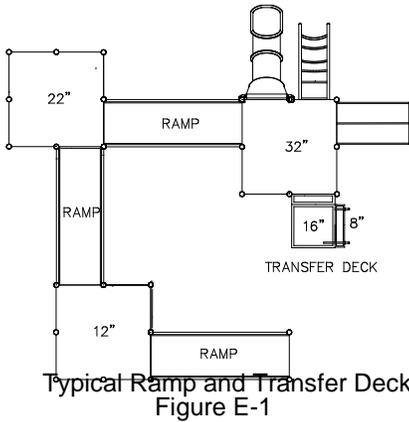


Example of Intermediate Play Area
Figure B-3

SOFT SURFACE PLAY AREA

1. Soft surfaces are provided under play equipment and must be handicapped accessible.
2. Surfacing is to be a poured polyurethane surface. Avoid using black surfacing.

ACCESSIBILITY STANDARDS



1. Plan for ramps and/or transfer points on composite play structures for access to play components on elevated decks. Meet the Americans with Disabilities Act guidelines for percentage of components that are to be accessible by ramp and by transfer deck. See Figure E-1.
2. Provide table and benches along accessible route.
3. Provide upper-body strengthening devices as appropriate for age group and amount of supervision.

Typical Ramp and Transfer Deck
Figure E-1

See Design Guidelines for Site requirements for parking, circulation, etc.

Attachment B

Form of Offer Letter

Attachment B
Form of Offer Letter

[Insert Date]

District of Columbia Department of General Services
2000 14th Street, NW
Washington, DC 20009

Att'n: Mr. Christopher Weaver
Acting Director

Reference: Request for Proposals
Architectural/Engineering Services – Orr Elementary School

Dear Mr. Weaver:

On behalf of [INSERT NAME OF BIDDER] (the “Offeror”), I am pleased to submit this proposal in response to the Department of General Services’ (the “Department” or “DGS”) Request for Proposals (the “RFP”) to provide Architectural/Engineering Services for Orr Elementary School. The Offeror has reviewed the RFP and the attachments thereto, any amendments thereto, and the proposed Form of Contract (collectively, the “Bid Documents”) and has conducted such due diligence and analysis as the Offeror, in its sole judgment, has deemed necessary in order to submit its Proposal in response to the RFP. The Offeror’s proposal, the Design Fee (as defined in paragraph A) and the Hourly Rates (as defined in paragraph B) are based on the Bid Documents as issued and assume no material alteration of the terms of the Bid Documents (collectively, the proposal, the Design Fee and the Hourly Rates are referred to as the “Offeror’s Bid”).

The Offeror’s Bid is as follows:

A. Design Fee: see attached spreadsheet

The Offeror acknowledges and understands that the Design Fee is a fixed fee and covers all of the Offeror’s costs associated with the preparation of (i) concept designs; (ii) a schematic design; (iii) a set of design development documents; (iv) a set of construction documents; (v) a hazardous materials abatement, and raze package for the existing building; and (vi) construction administration services, as outlined in the RFP.

B. Hourly Rates: see attached spreadsheet

The Offeror acknowledges and understands that the attached hourly rates are fully loaded hourly rates at which any additional services will be charged.

The Offeror’s Bid is based on and subject to the following conditions:

Mr. Christopher Weaver

[DATE]

Page 2

1. The Offeror agrees to hold its proposal open for a period of at least sixty (60) days after the date of the bid.

2. Assuming the Offeror is selected by the Department and subject only to the changes requested in paragraph 5, the Offeror agrees to enter into a contract with the Department on the terms and conditions described in the Bid Documents within ten (10) days of the notice of the award.

3. Both the Offeror and the undersigned represent and warrant that the undersigned has the full legal authority to submit this bid form and bind the Offeror to the terms of the Offeror's Bid. The Offeror further represents and warrants that no further action or approval must be obtained by the Offeror in order to authorize the terms of the Offeror's Bid.

4. The Offeror and its principal team members hereby represent and warrant that they have not: (i) colluded with any other group or person that is submitting a proposal in response to the RFP in order to fix or set prices; (ii) acted in such a manner so as to discourage any other group or person from submitting a proposal in response to the RFP; or (iii) otherwise engaged in conduct that would violate applicable anti-trust law.

5. The Offeror's proposal is subject to the following requested changes to the Form of Contract: [INSERT REQUESTED CHANGES. OFFERORS ARE ADVISED THAT THE CHANGES SO IDENTIFIED SHOULD BE SPECIFIC SO AS TO PERMIT THE DEPARTMENT TO EVALUATE THE IMPACT OF THE REQUESTED CHANGES IN ITS REVIEW PROCESS. GENERIC STATEMENTS, SUCH AS "A MUTUALLY ACCEPTABLE CONTRACT" ARE NOT ACCEPTABLE. OFFERORS ARE FURTHER ADVISED THAT THE DEPARTMENT WILL CONSIDER THE REQUESTED CHANGES AS PART OF THE EVALUATION PROCESS.]

6. The Offeror hereby certifies that neither it nor any of its team members have entered into any agreement (written or oral) that would prohibit any contractor, subcontractor or subconsultant that is certified by the District of Columbia Department of Small and Local Business Development as a Local, Small, or Disadvantaged Business Enterprise (collectively, "LSDBE Certified Companies") from participating in the work if another company is awarded the contract.

7. This bid form and the Offeror's Bid are being submitted on behalf of [INSERT FULL LEGAL NAME, TYPE OF ORGANIZATION, AND STATE OF FORMATION FOR THE OFFEROR].

Sincerely,

By: _____

Name: _____

Its: _____

RFP for Architect/Engineering Services
 Orr Elementary School
 Attachment to Offer Letter

Design Phase	Portion of Design Fee
Concept Design	
Schematic Design	
Design Development Documents	
Construction Documents	
HazMat Abatement & Raze Package(s) for Existing Building	
Construction Administration Services	
Total Design Fee	\$0.00

Breakout Prices for Early Release Packages*	Portion of Permit Set Fee
Foundation to Grade Package	
Structural Package	

Personnel Classification	Hourly Rate
[OFFEROR TO LIST ALL REQUIRED PERSONNEL CLASSIFICATIONS AND PROVIDE APPLICABLE HOURLY RATE]	

* Breakout prices should be subsets of the portion of the Design Fee carried for the Construction Documents, not in addition to those fees.

PLEASE COMPLETE THE SHADED CELLS

Attachment C

Disclosure Statement

Attachment C

The Offeror and each of its principal team members, if any, must submit a statement that discloses any past or present business, familiar or personal relationship with any of the following individuals:

A. D.C. Department of General Services

Christopher Weaver	Acting Director
Camille Sabbakhan	General Counsel
Latrena Owens	Chief of Staff
Jeff Bonvechio	Deputy Director, Capital Construction Services

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

B. Leftwich, LLC

Thomas D. Bridenbaugh

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

**C. Brailsford & Dunlavey, Inc.
McKissack & McKissack, P.C.**

Please identify any past or present business, familiar, or personal relationship in the space below. Use extra sheets if necessary.

This is to certify that, to the best of my knowledge and belief and after making reasonable inquiry, the above represents a full and accurate disclosure of any past or present business, familiar, or personal relationship with any of the individuals listed above. The undersigned acknowledges and understands that this Disclosure Statement is being

submitted to the False Claims Act and that failure to disclose a material relationship(s) may constitute sufficient grounds to disqualify the Offeror.

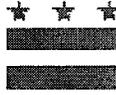
OFFEROR:

By: _____
Name: _____
Title: _____
Date: _____

Attachment D

Tax Affidavit

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of the Chief Financial Officer
Office of Tax and Revenue



TAX CERTIFICATION AFFIDAVIT

THIS AFFIDAVIT IS TO BE COMPLETED ONLY BY THOSE WHO ARE REGISTERED TO CONDUCT BUSINESS IN THE DISTRICT OF COLUMBIA.

Date

Authorized Agent
Name of Organization/Entity
Business Address (include zip code)
Business Phone Number

Authorized Agent
Principal Officer Name and Title
Square and Lot Information
Federal Identification Number
Contract Number
Unemployment Insurance Account No.

I hereby authorize the District of Columbia, Office of the Chief Financial Officer, Office of Tax and Revenue to release my tax information to an authorized representative of the District of Columbia agency with which I am seeking to enter into a contractual relationship. I understand that the information released will be limited to whether or not I am in compliance with the District of Columbia tax laws and regulations solely for the purpose of determining my eligibility to enter into a contractual relationship with a District of Columbia agency. I further authorize that this consent be valid for one year from the date of this authorization.

I hereby certify that I am in compliance with the applicable tax filing and payment requirements of the District of Columbia. The Office of Tax and Revenue is hereby authorized to verify the above information with the appropriate government authorities.

Signature of Authorizing Agent

Title

The penalty for making false statement is a fine not to exceed \$5,000.00, imprisonment for not more than 180 days, or both, as prescribed by D.C. Official Code §47-4106.