



D.C. DEPARTMENT OF GENERAL SERVICES

REQUEST FOR PROPOSALS

**DESIGN-BUILD SERVICES
RON BROWN MIDDLE SCHOOL**

September 25, 2015

Proposal Due Date: October 20, 2015 by 2:00 p.m. EDT

Preproposal Conference: October 2, 2015 at 1:00 p.m. EDT

TO BE HELD AT:

**RON BROWN MIDDLE SCHOOL
4800 MEADE STREET, NE
WASHINGTON, DC 20019**

SITE WALK TO FOLLOW

Contact: Thomas D. Bridenbaugh
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Solicitation Number: DCAM-15-CS-0156

Executive Summary

The District of Columbia Department of General Services (“Department” or “DGS”) is issuing this Request for Proposals to engage a design-builder to provide design-build services for the modernization of Ron Brown Middle School (“Ron Brown”). Ron Brown is located at 4800 Meade Street, NE, Washington, DC 20019. The existing building was shuttered in 2013 and consists of approximately 156,000 square feet of space in two connected wings—an academic wing, and a non-academic wing. The academic wing houses classrooms; the non-academic wing houses a gymnasium, cafeteria, administrative offices, and multipurpose rooms. It is expected that the modernization will include a gut renovation of both wings and will also likely require shoring of structural walls. The goal this effort is to modernize the building to serve as a new all male high school for young men of color. Floor plans of the building are attached as **Attachment A**, drawings of the existing building are attached as **Attachment B**, and draft educational specifications for the new academy are attached hereto as **Attachment C**.

The new school is expected to open for approximately 100 to 150 9th grade students in the fall of 2016, and it is anticipated that the new academy will grow one grade level each year. As such, some portion of the spaces will need to be Substantially Complete no later than August 7, 2016 (Phase 1), with the remainder of the work being Substantially Complete no later than July 15, 2017 (Phase 2). In general, the Department expects that one-quarter to one-third of the academic wing along with the gymnasium, cafeteria, administrative offices, and multipurpose rooms will need to be completed by August 7, 2016.

The Department’s budget for the Project is \$38 million (the “Project Budget”) and is spread over two fiscal years. The Project Budget is intended to cover all costs other than permit fees, tap fees, FF&E/OCTO equipment, and third party testing and inspections. Through this RFP, the Department desires to engage a pure design-build team to develop a design for the modernization of Ron Brown and to construct the approved design no later than July 15, 2017 (the “Project”).

A.1. Project Delivery Method

The Department intends to implement the Project through a design-build approach. In general, it is contemplated that the Design-Builder’s scope of work will be divided into two phases: (i) the Design and Preconstruction Phase; and (ii) the Construction Phase.

During the Design and Preconstruction Phase, the selected design-builder, in consultation with DGS and DCPS, will be required to develop a design for the Project. The Department expects that both components of the Design-Builder will be actively engaged in the Design and Preconstruction Phase in order to ensure that the design is developed in a manner consistent with the schedule, budget programmatic, and other requirements for the Project. The builder component will be required to actively participate by providing cost estimating, scheduling, identifying long-lead purchasing items, and performing constructability reviews. Given the Project’s schedule and the need to begin work in the spring of 2016, the Department intends to release the initial phases of work (such as interior hazardous material abatement, selective

interior demolition, and long lead mechanical work) based on an Target GMP and a set of “Project Basis Documents”. The Target GMP will then be definitized into a final GMP in early summer. Offerors should include in their proposal their plan for working within such a structure and specifically explain what level of contractual commitments the Offeror is prepared to make with regard to price, schedule and scope in the period between the Target GMP and the Final GMP.

During the Construction Phase, the Design-Builder will be required implement the approved drawings, providing all labor, materials, supervision, design and other services as may be necessary to accomplish this task. The Design-Builder will be required to deliver a portion of the Project no later than August 7, 2016 and the remainder of the Project no later than July 15, 2017.

A.2 Form of Contract

The Form of Contract will be issued by an addendum 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-Builder Fees

As will be more fully described in the Form of Contract, this will be a cost plus a fixed fee with Guaranteed Maximum Price type contract. Offerors will be required to submit with their proposal the following: (i) a Preconstruction Fee; (ii) a Design Fee; (iii) a Design-Build Fee; and (iv) a General Conditions Budget. The Preconstruction Fee and Design-Build Fee will be fixed fees. Any and all design services shall be reimbursed at cost, without markup of any kind, subject to a cap equal to the amount of the Design Fee bid by the selected Design-Builder. Similarly, the Cost of General Conditions, as defined in the Form of Contract, shall be reimbursed at cost, without markup of any kind, subject to a cap equal to the General Conditions Budget bid by the selected Design-Builder. Both the Design Fee and the General Conditions Budget are intended to be line item guarantees. Insurance and bonds will be reimbursable at cost and without mark-up. Offerors will be required to submit with their proposal an Offer Letter in substantially the form of **Attachment D** on the Offeror’s letterhead.

It is the Department’s intent to engage the Design-Builder (i) to develop a design for Ron Brown based on the Educational Specifications attached hereto as **Attachment C** that is consistent with the Project Budget; and (ii) to put into place work in an amount equal to the Project Budget over the period from April 1, 2016 to July 15, 2017. The Design-Builder shall not be entitled to any additional fees or general conditions unless: (i) the Department makes additions to the scope that,

when measured relative to the program, cause the GMP to exceed the Design-Builder's original concept estimate by more than ten percent (10%); or (ii) the Department makes additions to the scope provided for in the GMP Amendment which (other than for punchlist or warranty work) require the Design-Builder's services to extend beyond Labor Day of 2017.

A.4 Incentives for On-time; On-Budget Completion & Meeting Workforce Goals

The Department intends to utilize an fee structure for this Project whereby fifty percent (50%) of the Design-Build Fee will be at-risk (the "At-Risk Portion"). The Design-Builder will be eligible to earn the At-Risk Portion based on its performance regarding the goals listed below:

- Ten Percent (10%) shall be earned for agreeing upon a GMP for the Project that is consistent with the Department's budget no later than June 24, 2016;
- Ten Percent (10%) shall be earned for achieving Substantial Completion of Phase 1 of the Project no later than August 7, 2016, regardless of the reason failure to achieve timely completion;
- Ten Percent (10%) shall be earned for achieving Substantial Completion of Phase 2 of the Project no later than July 15, 2017, regardless of the reason failure to achieve timely completion;
- Ten Percent (10%) shall be earned based on design quality;
- Five Percent (5%) shall be earned based on construction quality; and
- Five Percent (5%) shall be earned for meeting the Workforce Utilization Requirement (see Section A.5).

A.5 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 Contract Work under this procurement. 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. The Department will also require that the selected design-builder 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.

In addition to LSDBE participation as described above, the Department requires that District residents participate in the Project to the greatest extent possible. Prior to the Design-Builder obtaining trade bids for the work, the Department will establish a minimum requirement for the percentage of labor hours worked by District residents on the project (such requirement, the "Workforce Utilization Requirement"). Offerors shall submit with their proposals a Workforce

Utilization Plan outlining how they intend to increase participation by DC residents in the performance of the work on this Project.

A.6 Selection Criteria

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

- Builder’s Experience & References (15 points)
- Builder’s Key Personnel (10 points)
- Designer’s Experience & References (10 points)
- Designer’s Key Personnel (10 points)
- Cost (20 points)
- Management Plan (15 points)
- Preliminary Schedule (5 points)
- LSDBE Compliance/Utilization (10 points)
- Workforce Utilization Plan (5 points)

A.7 Procurement Schedule

The schedule for this procurement is as follows:

- Issue RFP - September 25, 2015
- Pre-proposal Conference (**at Ron Brown**) - October 2, 2015 at 1:00 p.m.
- Last Day for Questions/Clarifications - October 14, 2015
- Proposals Due - October 20, 2015 at 2:00 p.m.

A.8 Project Schedule

- NTP for Design and Preconstruction - week of November 23rd
- Architectural Concept Development - January 5, 2016
- DCPS/DGS Approval of Concept Design - January 15, 2016
- Schematic Design Submission - February 26, 2016
- DCPS/DGS Approval of Schematic Design & “Project Basis Documents” - March 11, 2016
- Submit Target GMP & Project Basis Documents to Council - March 25, 2016
- Release Interior Demolition & Abatement - April 1, 2016
- Release Long Lead Mechanical - April 15, 2016
- Submit GMP Proposal - June 10, 2016
- Agree Upon GMP - June 24, 2016
- Phase 1 Substantial Completion - August 7, 2016
- Phase 2 Substantial Completion - July 15, 2017

A.9 Attachments

Attachment A

Attachment B

Attachment C

Attachment D

Attachment E

Attachment F

Attachment G

Attachment H

- Floor Plans
- Existing Building Drawings
- Educational Specifications
- Form of Offer Letter
- Disclosure Statement
- Tax Affidavit
- Davis-Bacon Wage Rates
- Bid Guarantee Certification

SECTION B SCOPE OF WORK

B.1 Scope of Work

In general, the Design-Builder will be required to prepare a design for Ron Brown that meets the programmatic, budget and schedule requirements for the Project, and to construct the approved design, achieving Substantial Completion of Phase 1 no later than August 7, 2016, and Phase 2 no later than July 15, 2017. Without limiting the generality of the foregoing, the selected Design-Builder shall provide all of the design services, hazardous material abatement, labor, materials and supervision necessary to accomplish this task. In general, the Design-Builder's scope of work will be divided into two phases, (i) a Design and Preconstruction Phase; and (ii) a Construction Phase. Each of these phases is described below.

B.2 Design and Preconstruction Phase

The Design and Preconstruction Phase will run from NTP through the execution of the GMP Amendment for the Project. During this phase, the Design-Builder will be required (i) to develop in consultation with DCPS, the Department and its Program Manager, a design for the Project that meets the budgetary, programmatic and other requirements for the Project; (ii) to engage in preconstruction activities, including performing design reviews and cost estimating; (iii) to engage in any value engineering and scoping exercises necessary to return the cost of the work to the Project Budget; (iv) to obtain bids from trade subcontractors to perform the work described in the approved Bid Set; (v) to develop a GMP proposal for the Project; and (vi) to enter into a GMP for the Project.

B.2.1 Design Services

Within five (5) days after award, the Design-Builder shall meet with representatives of the Department as well as other stakeholders to better develop the Department's requirements for the Project. During the Design and Preconstruction Phase, the Design-Builder will be required to develop design documents for the Project and to progress those design documents into the Bid Set for the Project. The Design-Builder shall ensure that these documents are progressed in a manner consistent with the Department's budget for the Project, i.e., designed to budget. The Bid Set shall serve as the basis for the Design-Builder's GMP for the Project. The Project must be designed so as to achieve a minimum of LEED for Schools – Gold, and the requirements of the International Green Construction Code.

B.2.1.1 Design Deliverables

At a minimum, during this Phase, the Design-Builder shall prepare and submit the following design deliverables in accordance with the schedule set forth in Section A.8 of the RFP:

- a. Architectural Concept Development, including:
 - i. Development of master site plan

- ii. Building plan
 - iii. Survey of existing conditions
 - iv. Flow Test Results
 - v. Results of Hazardous Materials Survey
 - vi. EISF Submission
 - vii. Summary of Required Agency Review, Timetables, including but not limited to: Office of Planning (“OP”), Commission of Fine Arts (“CFA”)
- b. Schematic Design Submission
 - i. Digital floor plans and site plan
 - ii. Preliminary building elevations and sections
 - iii. Plan-to-Program Comparison
 - iv. Design Narrative
 - v. Preliminary Phasing Plan
 - vi. Preliminary LEED Scorecard
- c. Design Development Documents
 - i. 50% design development progress printing.
 - ii. Bid Set
 - iii. Meetings and presentations to CFA and other regulatory agencies as required.
 - iv. Updated LEED Scorecard
 - v. Finalized Phasing Plan
- d. Design document necessary to implement value engineering strategies.

All such deliverables shall be subject to review and approval by DCPS and Department and the Design Fee should assume that revisions may be required to these documents to address concerns raised by DCPS, the Department and/or other project stakeholders.

B.2.2.1 Design Participation By Builder

During the Design and Preconstruction Phase, the builder component of the Design-Builder shall work in an active and collaborative manner with the design component to advance the design in a manner consistent with the schedule, budget and programmatic and other requirements with the goal of developing an acceptable Guaranteed Maximum Price proposal. In furtherance of that effort, the Design-Builder shall prepare and submit the following with respect to the concept design, the schematic design and the 50% progress print of the design development documents (i.e. three sets of the below listed deliverables shall be submitted):

1. a cost estimate broken down by CSI division based on the design; and
2. a memorandum that addresses key constructability concerns based on the design.

In addition, the Design-Builder shall prepared and submit an overall project schedule as well as a memorandum that identifies any long-lead items that could adversely affect the project schedule.

B.2.2 Trade Bidding Process

No later than December 31, 2015, the Design-Builder shall provide to the Department a written submission on the proposed bidding procedures. Such procedures shall include: (i) a list of proposed trade packages; (ii) a list of trade subcontractors that will be invited to bid on each such package; and (iii) a narrative description of the process. In addition to the information normally required in such bids, the Design-Builder shall also require subcontractors to provide an estimate of the percentage of labor hours performed in completing the subcontracted work that will be performed by District residents.

B.2.3 Bidding

Unless otherwise agreed by the Department in advance, the Design-Builder shall issue the approved design development documents for bidding. To ensure appropriate pricing, at least three (3) bids will be required for each trade package that has an estimated value of more than \$100,000. Trade packages shall not be parceled, split or divided to avoid the \$100,000 threshold. The Design-Builder shall provide to the Department a bid tabulation, including the LSDBE and workforce participation estimates, of the trade bids obtained. Such bid tabulation should identify specifically any level of the trade bids.

B.2.4 Value Engineering & Scope Assessment

As the design progresses, the Design-Builder shall prepare a written reports of suggested value engineering strategies necessary to reconcile the costs of constructing the Project with the Department's Project Budget. The Design-Builder shall meet with DCPS and Department representatives to discuss any value engineering and changes in scope required to bring the project costs within the Project Budget. The Design-Builder shall revise the design documents (without additional compensation) to implement and price any approved value engineering strategies.

B.2.5 GMP Formation

Based on the agreed upon trade bidding strategy, the Design-Builder shall prepare and submit to the Department a GMP proposal. The Department's GMP proposal shall represent Design-Builder's offer to Fully Complete the Project. The GMP proposal shall include: (i) a line item construction budget; (ii) a detailed CPM schedule; (iii) a listing of the drawings upon which the GMP is based; (iv) an LSDBE utilization plan; and (v) a workforce utilization plan. In the event that the Department and the Design-Builder are unable to agree upon a GMP or schedule for the Project, the Department shall have the right to terminate the contract and assume any trade subcontracts held by the Design-Builder. In such an event, the Design-Builder shall only be entitled to Fifty Percent (50%) of the Preconstruction Fee.

B.2.6 Additional Preconstruction Services.

In addition to those items enumerated above, the Design-Builder shall provide such preconstruction services as are necessary to properly advance the Project. These services shall include, but are not necessarily limited to, scheduling, estimating, shop-drawings, and the ordering of long-lead materials.

B.2.7 Deliverables.

The following deliverables are required during the Preconstruction Phase. In the event that the Design-Builder fails to provide any deliverable listed below, the Design-Builder shall pay to the Department \$7,500 as liquidated damages for each missing deliverable.

- a. Concept Cost Estimate (see Section B.2.1.1)
- b. Concept Design Review Memo (see Section B.2.1.1)
- c. Schematic Cost Estimate (see Section B.2.1.1)
- d. Schematic Design Review Memo (see Section B.2.1.1)
- e. 50% Design Development Cost Estimate (see Section B.2.1.1)
- f. 50% Design Development Design Review Memo (see Section B.2.1.1)
- g. Project Schedule (see Section B.2.1.1)
- h. Long Lead Item Memo and Schedule (see Section B.2.1.1)
- i. List of subcontractors from which the Design-Builder intends to solicit bids and bid procedures (see Section B.2.2)
- j. Trade bid tabulations, including all subcontractor proposals, scope assessments and identifying required leveling (see Section B.2.2)
- k. Report outlining value engineering strategies (see Section B.2.4)
- l. GMP proposal (see Section B.2.5)

B.3 Construction Phase

During the Construction Phase, the Design-Builder shall be required to complete the design in a manner that reflects the logical development of the design documents approved by the Department and to cause the construction to be completed in a manner consistent with the approved design documents. The Design-Builder shall provide all labor, materials, supervision and equipment necessary to achieve Substantial Completion (as such term is defined in the Form of Contract to be issued by addendum to this RFP) of Phase 1 of the Project no later than August 7, 2016 and Phase 2 of the Project no later than July 15, 2017.

B.3.1 Management Services

In order to properly manage the Project, the Design-Builder shall be required to undertake the tasks listed in the sections below.

B.3.1.1 Project Management

- Utilize Prolog for the submission of: (i) requests for information; (ii) submittals; (iii) meeting minutes; (iv) invoices/applications for payment (full package including all forms required by DGS); (v) certified payrolls (in addition to upload via LCP Tracker); (vi) drawings and specifications; (vii) punchlist; and (viii) other documents as may be designated by the Department.
- Participate and assist in Project/Planning meetings, during all phases and provide a Project Manager for the entire duration of the Project. Generating and distributing meeting minutes for all such meetings.
- Participation in school improvement team and community meetings.
- Conduct weekly progress meetings following a contractor generated agenda with the Program Manager and all trades and drafting and submitting meeting minutes for same.
- Provide a written monthly report that includes (i) an updated schedule analysis, (ii) an updated cost report, (iii) a monthly review of cash flow, and (iv) progress photos.
- Manage the change order process with the trade subcontractors to verify validity, purpose, and cost.
- Prepare payment requests, verify accuracy and forward for approval and payment.
- Assemble and submit close-out documents required (see Section B.3.5.2).
- Provide assistance to DCPS and DGS through any applicable warranty periods.

B.3.1.2 On-Site Management

- Provide and maintain a fully equipped office on-site to perform all required Design-Builder duties.
- Maintain full-time, on-site construction supervision and provide daily inspections, quality control, monitoring, coordination of various trades, record drawings, and daily work log.
- Provide general safety and signage and posting for the project and see that each subcontractor prepares and submits adequate safety program and monitoring throughout the project.

B.3.1.3 Design Completion & Permit Process

The Design-Builder shall ensure that the design is completed in a manner consistent with the approved design documents. In addition, the Design-Builder shall actively monitor comments from agencies in the permit review process and promptly address any such issues.

B.3.2 Mobilization

The Design-Builder will be required to undertake the tasks described below.

B.3.2.1 Take control of the site and install the necessary construction fences and other devices to properly secure the site. It is anticipated that this will occur when the Construction Phase begins.

B.3.2.2 Abate hazardous materials in the existing facility, in accordance with EPA and all jurisdictional agencies.

B.3.2.3 The Design-Builder shall be responsible for all interior and exterior demolition, necessary to complete the Project.

B.3.2.4 The Design-Builder shall be responsible for salvaging and storing all items as identified by the Department.

B.3.2.5 The Design-Builder shall be responsible for all performance and payment bonds and general liability insurance.

B.3.3 Trade Work; Subcontracts

It is contemplated that all or nearly all of the work will be performed by trade subcontractors under written subcontracts to the Design-Builder. The Design-Builder will not be permitted to self-perform work unless authorized pursuant to the form of contract.

B.3.4 Site Safety and Clean-up

B.3.4.1 The Design-Builder will be required to provide a safe and efficient site. Controlled access shall be required.

B.3.4.2 The Design-Builder shall be required to provide wheel washing stations on site so as to prevent the accumulation of dirt and other refuse on the streets surrounding the project site.

B.3.4.3 The Design-Builder shall be responsible for site security.

B.3.4.4 The Design-Builder shall be responsible for removing the balance of construction debris off site in accordance with all applicable rules and regulations of those jurisdictions having authority.

B.3.4.5 The Design-Builder shall be responsible for the cost of temporary power used during the construction of the Project, including, but not limited to, the cost of installing such temporary wiring as may be required to bring power to the site. The Design-Builder shall also be responsible for the cost of all temporary construction necessary on the site.

B.3.5 Close-out & FF&E

B.3.5.1 The Design-Builder may also be responsible for purchasing and providing FF&E. A list of FF&E requirements will be developed during the Preconstruction Phase.

B.3.5.2 The Design-Builder shall be required to prepare and submit at close-out the following documentation:

- .1 a complete set of its Project files;
- .2 a complete set of product manuals (O&M), training videos, warranties, etc.;
- .3 as built record drawings;
- .4 attic stock and schedule;
- .5 equipment schedule;
- .6 proposed schedule of maintenance;
- .7 environmental, health & safety documents;
- .8 LEED – Preliminary Construction Review; and
- .9 all applicable inspection certificates/permits (boiler, elevator, emergency evacuation plans, health inspection, etc.).

B.3.5.3 The Design-Builder will include within its GMP an allowance for cleaning and other move-in services as directed by the Department. This allowance is in addition to cleaning services that would otherwise be required by the Design-Builder, including, but not limited to, the obligation to deliver a broom clean building at the end of construction.

B.4 Move in Period

It is contemplated that the Design-Builder will be required to provide an on-site crew of laborers to assist in moving furniture and other small jobs as requested by the Department in preparation for the 2016/2017 school year as well as the 2017/2018 school year. The Design-Builder will be required to coordinate punchlist work with DCPS personnel and will need to accommodate their requirements in getting the school ready to commence each school year.

B.6 Key Personnel

In its proposal, each Offeror will be required to identify its key personnel. Key personnel shall include the following: with regard to the builder, (i) the Project Executive; (ii) the Field Superintendent; and (iii) the Project Manager; and with respect to the designer, (iv) the Design Principal; (v) the Project Architect(s); and (vi) the key MEP engineers; The Design-Builder will not be permitted to reassign any of the key personnel without the Department's approve and shall be subject to liquidated damages for reassignment unless the Department approves the proposed reassignment and the proposed replacement.

B.7 Licensing, Accreditation and Registration

The Design-Builder 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.8 Conformance with Laws

It shall be the responsibility of the Design-Builder 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.9 Davis-Bacon Act

The Davis-Bacon Act is applicable to this Project. As such, the Design-Builder and its trade subcontractors shall comply with the wage and reporting requirements imposed by that Act.

B.10 Apprenticeship Act

The Apprenticeship Act shall apply to this contract and the Design-Builder and all of its trade subcontractors shall be required to comply with that act.

B.11 Time of the Essence

Time is of the essence with respect to the contract. The Design-Builder must perform the work so as to achieve Substantial Completion of Phase 1 of the Project no later than August 7, 2016 and Phase 2 of the Project no later than July 15, 2017. As such, the Design-Builder must dedicate such personnel and other resources as are necessary to ensure that the Project is completed on-time and in a diligent, skilled, and professional manner.

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 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 resident owned 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 development. Of this amount, thirty five percent (35%) 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 (20%) 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, 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, including, but not limited to the following requirements:

- (i) At least twenty percent (20%) of journey worker hours by trade shall be performed by District residents;
- (ii) At least sixty percent (60%) of apprentice hours by trade shall be performed by District residents;
- (iii) At least fifty one percent (51%) of the skilled laborer hours by trade shall be performed by District residents; and
- (iv) At least seventy percent (70%) of common laborer hours shall be performed by District residents.

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; (v) submit monthly compliance reports to DOES by the 10th of each month; (vi) at least fifty one percent (51%) apprentices and trainees employed must be residents of the District registered in program approved by the D.C. Apprenticeship Council; and (vii) trade contractors and subcontractors with contracts in the amount of \$500,000 or more must register an apprenticeship program with the D.C. Apprenticeship Council.

C.4 Apprenticeship Act

The D.C. Apprenticeship Act of D.C. Law 2-156, (“Act”) as amended shall apply to this project. All subcontractors selected to perform work on the project on a craft-by-craft basis shall be required to comply with this Act. All terms and conditions of the D.C. Apprenticeship Council Rules and Regulations shall be implemented. Please note that thirty five percent (35%) of all apprenticeship hours worked must be performed by District residents. The Contractor shall be liable for any subcontractor non-compliance.

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; however, the Department reserves the right to interview Offerors in the competitive range if necessary. 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 sixty (60) minutes to make the presentation. At the end of the initial presentation, there will be a break for approximately forty five (45) 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 ninety (90) 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 seven (7) 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 a contractor 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 contractor with the highest evaluated score.

D.4.1 Builder's Experience & References (15 points)

The Department desires to engage a Design-Builder with the experience necessary to realize the objectives set forth in the RFP. This component will be evaluated based on their demonstrated experience:

- (i) in construction and/or modernization of school facilities;
- (ii) in constructing projects in an urban setting;
- (iii) with the design-build delivery method and working as an active and collaborative participant with the owner and a design team through the design process;
- (iv) working with designer to develop bid packages based on design development documents or incomplete construction documents;
- (v) estimating construction costs based on design development documents;
- (vi) in completing projects on-time;
- (vii) in completing projects on-budget;
- (viii) knowledge of, and access to, the local subcontracting market; and
- (ix) 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 fifteen (15) points.

D.4.2 Builder's Key Personnel (10 points)

The Department desires that the Design-Builder assign the appropriate number of personnel having the necessary seniority to implement a project of this type. The personnel should have experience working together and each such individual should have the necessary level of experience and education for his or her proposed role. They should have a demonstrated ability to deliver fast-track projects on-time and on-budget. Proposals should identify, at a minimum, (i) the Project Executive; (ii) the Field Superintendent; and (iii) the Project Manager. The availability and experience of the key individuals assigned to this project will be evaluated as part of this element.

Please provide a table that identifies the specific staff that will be assigned to this project. The table should include: (i) the individual's name; (ii) his or her title; (iii) his or her level of effort (i.e. the percentage of time devoted to this project); (iv) the time periods during which the individual will be assigned to the project; and (v) whether the individual will be funded through the fee or general conditions. This table should include all personnel that will be assigned to the project. This element of the evaluation will be worth up to ten (10) points.

D.4.3 Designer's Experience & References (10 points)

The Department desires to engage design team 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) designing school facilities;
- (ii) designing projects in an urban setting;
- (iii) demonstrated experience in providing a full range of design services as part of a design-build team;
- (iv) demonstrated experience in delivering, coordinated and constructible documents in a phased, fast track environment;
- (v) demonstrated experience in managing scope expansion in projects priced on design development documents, or drawings of a similar level of completeness;
- (vi) in completing projects on-time;
- (vii) in completing projects on-budget; and
- (viii) knowledge of the local regulatory agencies and Code Officials.

The Evaluation Panel will consider the experience of each member of the team in light of their role in the proposed team. This element of the evaluation will be worth up to ten (10) points.

D.4.4 Designer's Key Personnel (10 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. They should have a demonstrated ability to design complex, fast-track projects on-time and on-budget. Proposals should identify, at a minimum: (i) the Design Principal; (ii) the Project Architect(s); and (iii) the key MEP engineers.

The availability and experience of the key individuals assigned to this project will be evaluated as part of this element. Please provide a table that identifies the specific staff that will be assigned to this project. The table should include: (i) the individual's name; (ii) his or her title and role; (iii) his or her level of effort, i.e. the percentage of time devoted to this project during each phase of design including construction administration. This element of the evaluation will be worth up to ten (10) points.

D.4.5 Cost (20 points)

Offerors will be required to bid a Design Fee, a Preconstruction Fee, a Design-Build Fee and a General Conditions Budget. This element of the evaluation will be worth up to twenty (20) points.

D.4.6 Management Plan (15 points)

Offerors are required to submit with their proposal a Management Plan. The Management Plan should clearly explain how the Design-Builder intends to manage and implement the Project. It should demonstrate a knowledge of the process and impediments that must be overcome and ensure that sufficient staffing will be provided. At a minimum, the plan should explain: (i) how the Design-Builder will manage the design process; (ii) the Design-Builder's plan to deliver, coordinated and constructible documents in a phased, fast track environment; (iii) how the Design-Builder will manage scope expansion following establishment of the GMP which will be based on the design development documents; and (iv) how the Design-Builder proposes to staff and handle construction administration.

The Management Plan should also: (i) identify the key personnel and their specific roles in managing the Project; (ii) identify the key milestone dates and provide a description of how these dates will be achieved in light of the fast-track schedule; (iii) provide a skeletal schedule of the work and the phasing of construction; (iv) describe the cost control management structures that will be used to ensure the Project is delivered on-budget; and (v) describe the key challenges inherent in this Project and explain how they will be overcome or mitigated.

The Department's overall goal in this procurement is to engage a design-build team that can deliver a project that meets DCPS' expectations and is consistent with the level of quality and functionality delivered in recent school projects in the compressed schedule that is available. Among other things, a key concern of DGS is the ability to agree on a GMP and definitive scope

of work as early as possible and ideally prior to the beginning of the summer of 2016. The Department, however, is cognizant that generally the market is unwilling to enter into firm, binding GMPs without trade buy-in and that such typically does not occur prior to design development documents at the earliest. Offerors should specifically address these concerns and the approach to a process that will achieve DGS' goals in both their Management Plan and Schedule.

The Management Plan will be worth up to fifteen (15) points. In evaluating proposals, emphasis will be given to that portion of the Management Plan that relates to schedule and GMP formation.

D.4.7 Preliminary Schedule (5 points)

Offerors should submit with their Management Plan a schedule that shows the anticipated manner in which the design will be prepared and how it relates to the proposed construction schedule for this Project, including the phasing of the work. The schedule should show sufficient level of detail so as to demonstrate the Offeror's understanding of the Project and the key issues related to the Project. The schedule should also relate to and be integrated with the Management Plan. This element of the evaluation will be worth up to five (5) points.

D.4.8 LSDBE Compliance/Utilization (10 points)

The Department desires the selected design-builder 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 in light of their demonstrated experience in meeting such goals and their proposed LSDBE Utilization Plan. This element of the evaluation will be worth up to ten (10) points.

D.4.9 Workforce Utilization Plan (5 points)

The Department desires the selected design-builder to provide the maximum level of participation by District of Columbia residents in performing the work. As part of their proposals, Offerors must provide a Workforce Utilization Plan which demonstrates how it will identify qualified District residents to perform work on the project and increase participation by District residents. This element of the evaluation will be worth up to five (5) 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 a complete original proposal (pricing and technical submission); one (1) copy of the pricing proposal; and eight (8) copies of the technical portion of the proposal as outlined below. An electronic copy of the complete original proposal either on USB flash drive or CD-ROM shall also be provided. The Offeror's original submission shall be placed in a sealed envelope conspicuously marked: "Proposal for Design-Build Services for Ron Brown Middle 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 pm EST, on October 20, 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. The CPM schedule may be on 11"x17" bond paper, but shall be folded to a size of 8-1/2"x11". 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 as follows:

E.4.1 Price Proposal

E.4.1.1 Bid Form

Each Offeror shall submit a bid form substantially in the form of **Attachment D**. Material deviations, in the opinion of the Department, from the bid form shall be sufficient to render the proposal non-responsive.

E.4.1.2 Disclosure Form

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

E.4.1.3 Bid Bond

Each Offeror shall submit a bid bond or alternate bid security as required by Section J of this RFP.

E.4.1.4 Tax Affidavit

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

E.4.2 Technical Proposal

E.4.2.1 Executive Summary

Each Offer should provide a summary of no more than three pages of the information contained in the following sections.

E.4.2.2 General Team Information and Firm(s) Data

Each Offeror should provide the following information for both the builder component and the design component of its team.

- 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 Design-Builder.
- 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 years.
- iv. Experience that the key team members have working together.
- v. Please provide a table that identifies the specific staff that will be assigned to this Project, the time periods during which the individual will work on the Project, his or her level of effort (i.e. the percentage of time devoted to this project), and whether the individual will be funded through the Design-Build Fee or general conditions. At a minimum, the table should reflect all Key Personnel.

E.4.2.3 Relevant Experience and Capabilities of the Builder

Each Offeror should provide detailed descriptions of no more than eight (8) projects that best illustrate the builder component of the team's experience and capabilities relevant to this project. On each project description, please provide all of the following information in consistent order:

- (i) The name and location of the project.
- (ii) Name, address, contact person and telephone number for owner reference
- (iii) The square footage of the project.
- (iv) A short narrative of the scope of the builder's work on the project.
- (v) The delivery method implemented on the project.
- (vi) The start and end dates for construction.
- (vii) The date of builder's engagement and point during the design process at which builder was engaged (e.g., schematic design 50% complete; schematic design 100% complete, etc.).

- (viii) The initial substantial completion date and initial contract value, also noting the contract type (i.e., GMP, NTE or Lump Sum).
- (ix) The level of completion of design documents that the initial contract value was based on.
- (x) The actual substantial completion date and the final contract value.

E.4.2.4 Relevant Experience and Capabilities of the Designer

Each Offeror should provide detailed descriptions of no more than eight (8) projects that best illustrate the design component of the team's experience and capabilities relevant to this project. On each project description, please provide all of the following information in consistent order:

- (i) The name and location of the project.
- (ii) Name, address, contact person and telephone number for owner reference
- (iii) The square footage of the project.
- (iv) A short narrative of the scope of the architect's services on the project.
- (v) The delivery method implemented on the project.
- (vi) The start and end dates for construction.
- (vii) The date of builder's engagement and point during the design process at which builder was engaged (e.g., schematic design 50% complete; schematic design 100% complete, etc.).
- (viii) The initial substantial completion date and initial contract value, also noting the contract type (i.e., GMP, NTE or Lump Sum).
- (ix) The level of completion of design documents that the initial contract value was based on.
- (x) The actual substantial completion date and the final contract value.

E.4.2.5 Project Management Plan

Each Offeror should submit a Project Management Plan that addresses the issues set forth in Section D.4.6 of this RFP.

E.4.2.5 Preliminary Project Schedule

Each Offeror should prepare a preliminary project schedule that shows how the Offeror intends to complete the Project in a timely manner. The schedule should be prepared using a critical path method and should show key logic ties and activity durations. The schedule should demonstrate that the Offeror understands the project and has a workable method to deliver the project in a timely manner.

E.4.2.6 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 (5) years and its success in achieving such goals (creativity should be displayed regarding joint-venture and subcontractor agreements).

E.4.2.7 Workforce Utilization Plan

Each Offeror must submit a Workforce Utilization Plan that describes how the Offeror will increase participation by District residents in performing the labor necessary for the Project. The plan should set forth how specifically the Offeror will implement its plan to increase participation by District residents. The Offeror shall also provide a chart, in summary form, that depicts the level of participation by District residents in past projects with the District.

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 preproposal conference will be held on October 2, 2015 at 1:00 p.m. The conference will be held at the Ron Brown Middle School, and a site visit will follow. 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, addenda 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, addenda or revisions, or otherwise desire an explanation or interpretation of the RFP, any amendments, addenda, 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 or addendum 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 October 14, 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 or addendum, 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 4713 of the Department's Procurement Regulations (27 DCMR § 4713).

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, addenda, 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 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.

F.12 Non-Responsive Pricing

In general, the Department will consider a proposal non-responsive if Offeror's price is greater than one hundred fifty percent (150%) of the median price submitted by other Offerors. The Department reserves the right to deem a proposal non-responsive if Offeror's price is greater than one hundred fifty (150%) of the independent government estimate.

SECTION G INSURANCE REQUIREMENTS

G.1 Required Insurance

The contractor 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 Five Million Dollars (\$5,000,000) for liability for bodily injury, death and property damage arising from any one occurrence and Five Million Dollars (\$5,000,000) from the aggregate of all occurrences within each policy year. The policy should include completed operations coverage. The Design-Builder will be required to maintain this coverage in force for a period of at least three (3) years after Substantial Completion of the Project is achieved.

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

G.1.3 Automobile Liability, including Hired and Non-Owned Auto Liability in the amount of at least One Million Dollars (\$1,000,000) for each occurrence for bodily injury and property damage.

G.1.4 Excess umbrella liability coverage (on at least a follow form basis) and when combined with the general liability policy has an aggregate limit of at least Ten Million Dollars (\$10,000,000).

G.1.5 Builder’s Risk insurance on an all risk basis covering the value of the improvements to be constructed.

G.1.6 With respect to the design team, 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).

G.1.7 Contractor’s Pollution Liability coverage in the amount of at least Two Million Dollars (\$2,000,000) for each occurrence. Such coverage shall be maintain for the duration of the Project as well as three (3) years after Substantial Completion of the Project is achieved.

G.2 Additional Insureds

Each insurance policy shall be issued in the name of the contractor and shall name as additional insured parties the Department and the District of Columbia, and shall not be cancelable or reduced without thirty (30) days prior written notice to the Department.

G.3 Waiver of Subrogation

All such insurance shall contain a waiver of subrogation against the Department and the District of Columbia, and their respective agents.

G.4 Strength of Insurer

All insurance shall be placed with insurers that are reasonably acceptable to the Department and with an A.M. Best's rating of not less than A- (Excellent) and a surplus size of not less than XV. All such insurers shall be licensed/approved to do business in the District of Columbia.

SECTION J BONDS

J.1 Bid Bond

Offerors are required to submit with their proposal a bid bond in the amount of \$1,900,000. All bonding companies must be included on the Department of Treasury's Listing of Approved Sureties. Alternatively, Offerors may submit a cashier's check or irrevocable letter of credit in lieu of a bid bond. However, in the event an Offeror who is awarded a contract fails to post a payment and performance bond for the full value of the contract, the Offeror shall thereby forfeit the full amount of the cashier's check or letter of credit, and the Department shall collect such funds as liquidated damages. If the Offeror chooses to submit a cashier's check or letter of credit in lieu of a bid bond, the Offeror must complete the form included as **Attachment F** and return, notarized, with the Offeror's bid. Letters of credit must be: (i) unconditional and standby; (ii) irrevocable; (iii) issued by an FDIC insured institution that is reasonably acceptable to DGS; and (iv) able to be drawn on in the Washington, DC metropolitan area. The letter of credit shall provide that it may be drawn upon if the holder of the letter of credit submits a signed statement by DGS's contracting officer stating that the Offeror has failed to enter into a contract consistent with the terms of this procurement and the Offeror's bid submitted thereunder.

J.2 Trade Subcontractor Bonds

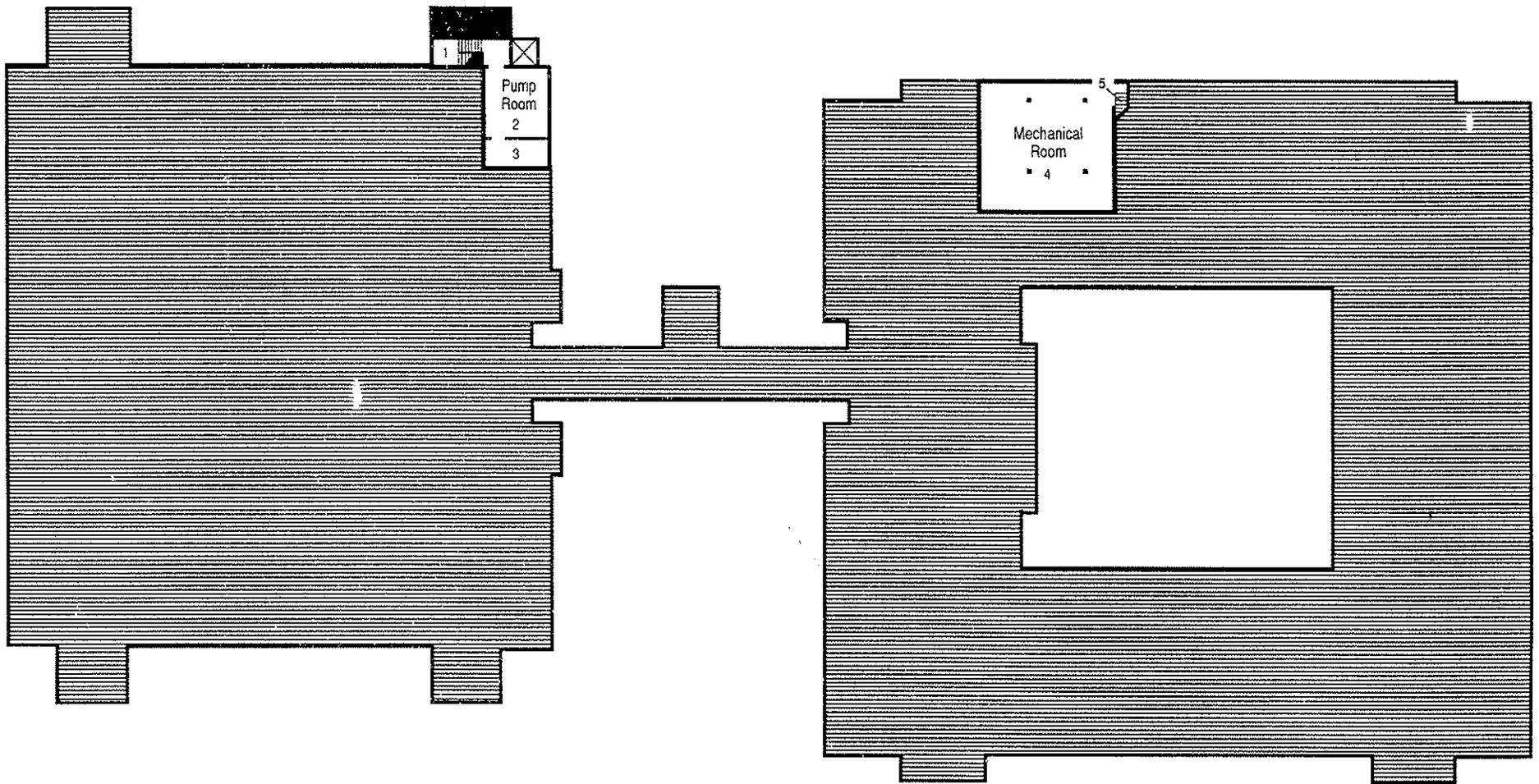
The Form of Contract will require that all trade subcontractors provide a payment and performance bond having a penal value equal to 100% of the cost of the trade subcontract. All such bonds shall be written on a dual-obligee basis.

J.3 Contractor's Payment and Performance Bond

In addition to the trade subcontractor bonds required by Section J.2, the Design-Builder will be required to post a payment and performance bond having a penal value equal to the GMP at the time the GMP Amendment is executed.

Attachment A

Floor Plans

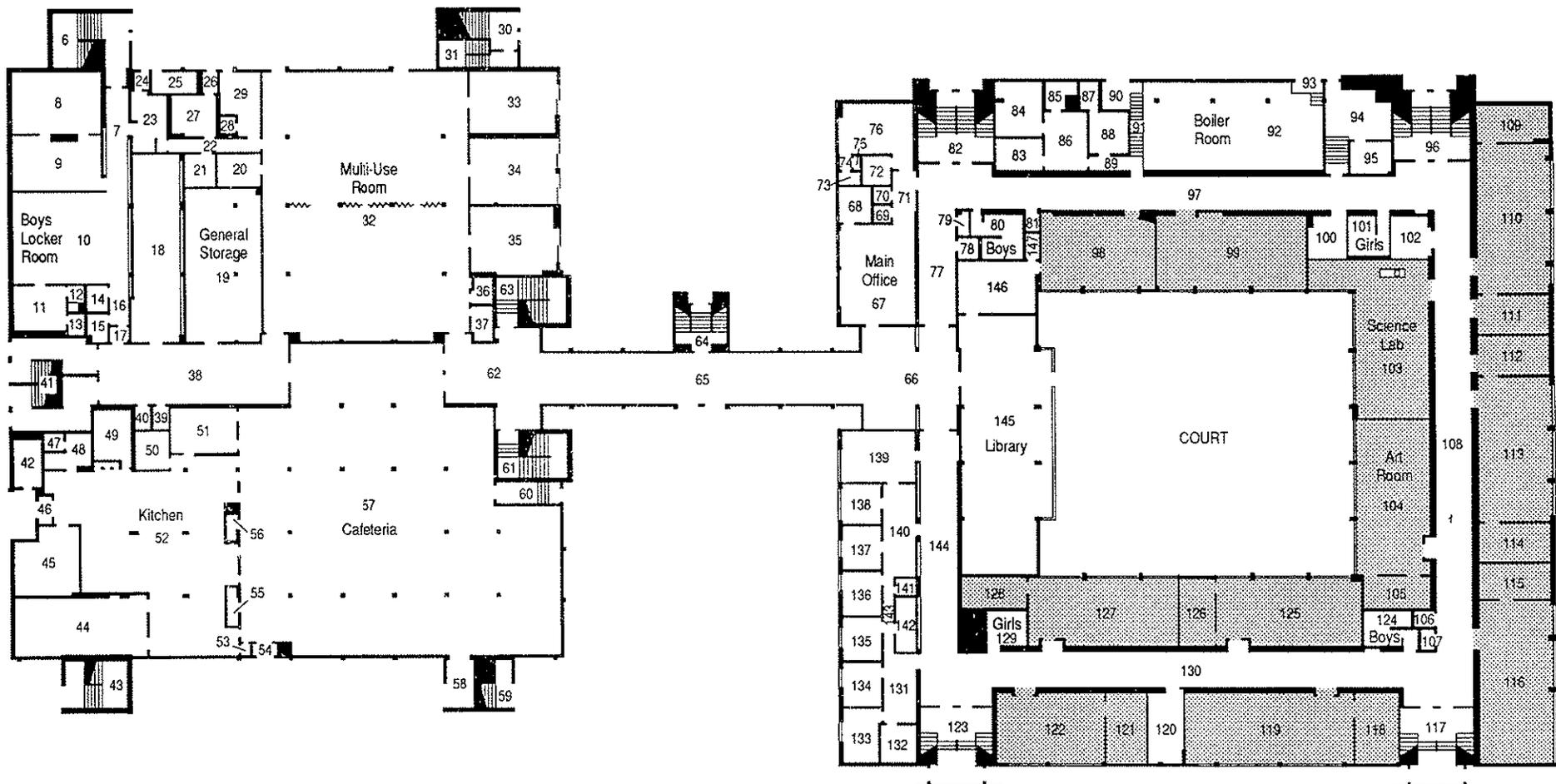


R. H. Brown Junior High (formerly Roper JHS)

basement floor

January 1998
drawn by GGGibson



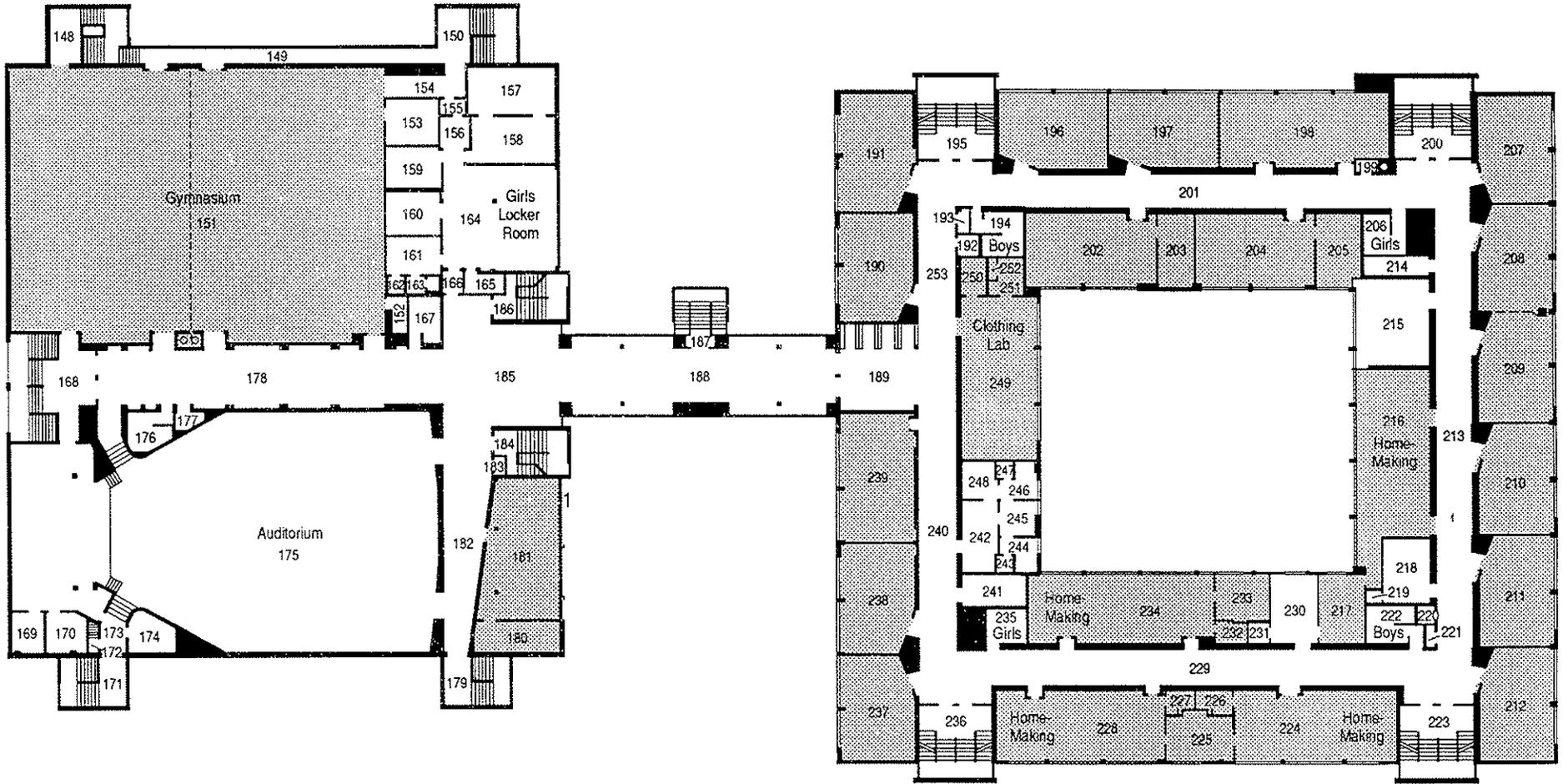


R. H. Brown Junior High (formerly Roper JHS)

January 1998
 drawn by G.G. Gibson

first floor



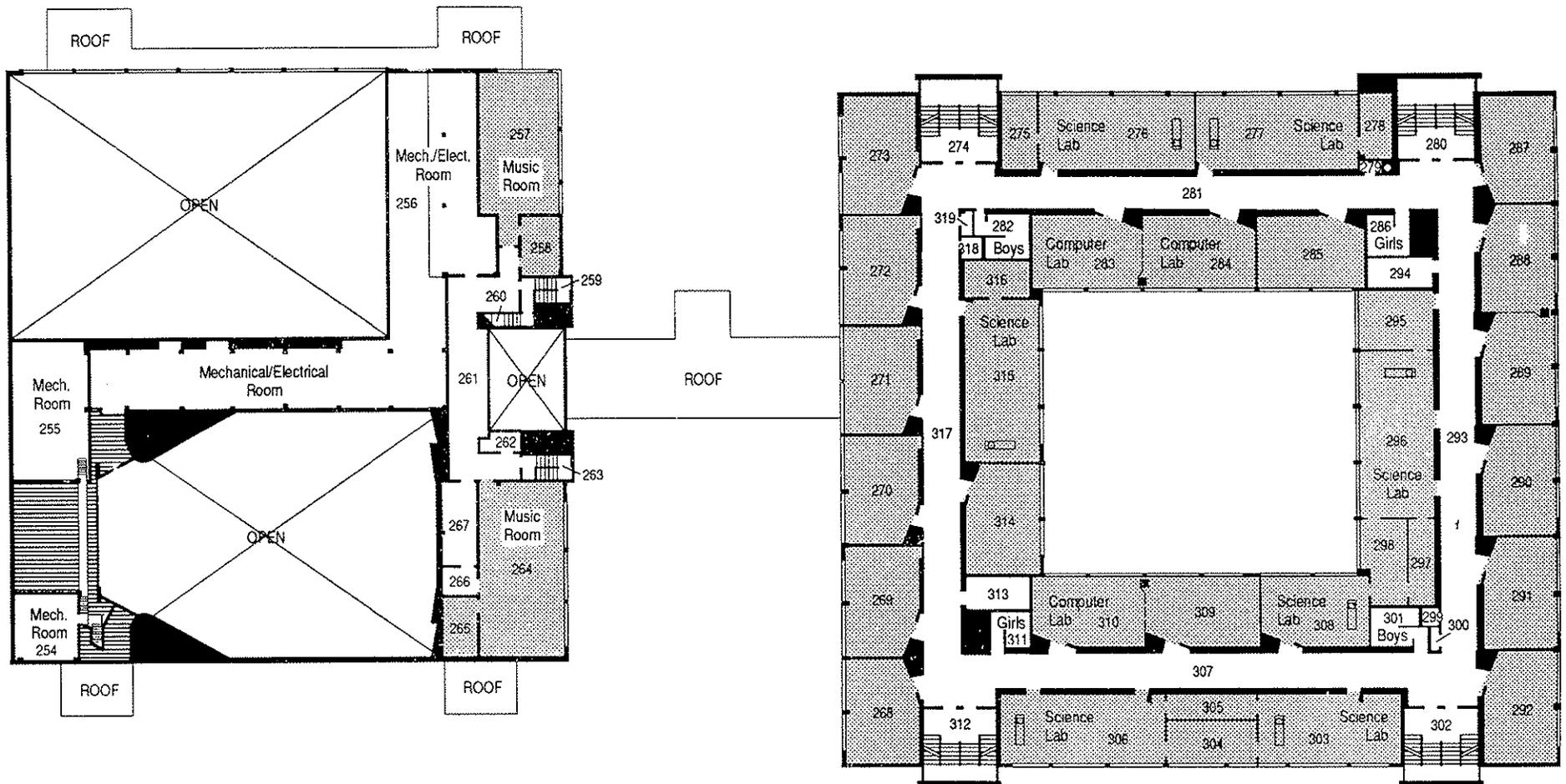


R. H. Brown Junior High (formerly Roper JHS)

January 1998
 drawn by GGGibson

second floor





R. H. Brown Junior High (formerly Roper JHS)

January 1998
 drawn by GGGibson

third floor



Attachment B

Existing Building Drawings

Available for download at:

<https://leftwichlaw.box.com/s/pn8d05wecyhajz76rbvczpkql5fu08y>

Attachment C

Draft Educational Specifications

**Ward 7 Empowering Males of Color High School
Educational Specification**

DRAFT

March 2015

DRAFT

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Introduction

This Educational Specification is intended for use as the basis for the design of a new high school in Ward 7. The mission of the Empowering Males of Color (EMOC) High School will be to provide a high-quality comprehensive college-preparatory educational experience to prepare young men for college..

The goals of the All Boys High School are to provide a student-centered, college preparatory curriculum that develops and enhances students' leadership, civic engagement, community, and life skills. The school will place emphasis on sports and other social and cultural programming activities. All of the school's programmatic priorities will play a critical role in the holistic development of every student. The schools aim will be to graduate students who are college-ready and college-accepted.

The Student Population

During SY16-17, DCPS plans to enroll 100 - 150 freshmen students from across the District. The Ward 7 EMOC High School will continue to expand one grade level each year at about the same student body size, resulting in approximately 200-300 students in SY17-18, 300-400 in SY18-19 and approximately 400-500 in SY19-20 when all grade level offerings will be available.

Students will be admitted to the school through the MySchoolDC lottery mechanism.

Capacity Calculation

Graduation Requirements

In 2007, the District of Columbia revised graduation requirements. All students graduating in 2010 and beyond must have 4 Carnegie Units (CU) in English, Math, Social Studies, and Science. They will need 2 units in a foreign language and 1.5 units in PE/health, and .5 each in art and music. Only 3.5 additional units are required in electives. At 80-85% utilization and a class size of 18, the school should need a minimum of 31 teaching stations.

	Carn. Units	Classrooms Needed
English	4	5
Math	4	5
SS	4	5
Lang	2	3
Science	4	5
PE	1.5	2
Art/Music	1	2
Electives	3.5	4
	24	31

Proposed Capacity

The Program - Daytime	# of Rooms	# Students/ Room	Capacity
Core Academic Classrooms* (English 6, Math 6, Social Studies 5, World Lang 3, other 1)	21	18	378
Science	5	18	90
Technology Lab - Computer applications/business	2	18	36
Special Education (resource)	3	0	0
Visual Arts	1	18	18
Music	1	18	18
Gym	2	20	40
Fitness/Weight Room	1	20	20
Health	1	20	20
Total	37		620
@80% utilization			496

Academic Requirements**English Language Arts**

Graduation Requirements: All students must take an English course each year to fulfill the four-year English requirement.

Examples of electives: public speaking/debate, African literature and creative writing. In addition to classes during the school day, staff/students may manage production of a school newspaper and yearbook.

Social Studies

Graduation Requirements: All students must successfully complete world history, world geography, Washington, D.C. history, U.S. government and U.S. history or Advanced Placement U.S. History or Advanced Placement U.S. Government.

Examples of electives: Psychology, sociology, political science, law

Math Department

Graduation Requirements: All students must successfully complete algebra, geometry, algebra II, upper level math

Examples of electives: Calculus, trigonometry, statistics

Foreign Language

Graduation Requirements: All students must complete two consecutive years of one foreign language.

Visual Arts

Graduation Requirements: All students must have .5 credits in art to graduate.

Electives: Art and Design Foundations, Drawing, art history, Studio Art.

Art & Design Foundations is an introductory course with hands on experiences in a variety of media, including painting, drawing, ceramics, sculpture, printmaking, computer graphics and design projects. One art room must accommodate a wide range of activities.

Science

Graduation Requirements: All students must successfully complete three lab science classes and a non-lab science course. These are typically physical science, biology and either chemistry, earth science, or environmental science. However, science electives may be substituted for all science courses except biology.

Examples of Electives/Advanced Placement: Anatomy and physiology, physics and AP courses.

Music

Graduation Requirements: All students must have .5 credits in music to graduate.

Examples of Electives: Concert Choir, music theatre, history of music—from classical to rap and computer music applications, marching band, keyboards, and music ensembles.

Health, Physical Education, and Dance

Graduation Requirements: Every student is required to complete one Carnegie unit of physical education and .5 credits of health

Electives: Body conditioning, team sports, track and field, and weight training

The Academy Structure

Typically DCPS would organize a high school into interdisciplinary academies based on grade level or career focus. The following is a typical academy structure.

All **ninth** graders would be assigned to a 9th Grade Academy (125-150 students). Emphasis is placed on academic core and technology skills, and is intended to transition students from the middle school environment into high school. They are enrolled in the core English, math (Algebra 1), science (physical science or biology), and social studies (World History) as well as one or more semester(s) of physical education, foreign language, art and/or music.

Classroom Breakout:

Academic classrooms = 6 (includes English, Math, Social Studies, Science)

Learning/administrative Hub

Teachers' work/team room/conference room/storage
Staff office (Social worker/counselor/academy coordinator)

Corridors

Universal Signage, Theme-based colors and textures
150 lockers
Rest rooms for students and staff
Commons (If feasible)

All **upper** grade students would be assigned to an academy (300-350 students). Emphasis is placed on the core academic skills needed for graduation as well as identifying public service activity and summer programs. They are enrolled in the core English, math, science, and social studies. Electives include foreign language, physical education, art and/or music.

Classroom Breakout:

Academic classrooms = 19 (includes English, Math, Social Studies, Science)

Learning/administrative Hub

Teachers' work/team room/conference room/storage
Staff office (Social worker/counselor/academy coord.)

Corridors

Universal Signage, Theme-based colors and textures
350 lockers
Rest rooms for students and staff

Academies should be clearly defined with most academic classrooms, administration, teacher planning, and storage located in the general area. They will offer an inclusive environment that serves all students regardless of special needs – physical, mental, emotional, academic, or language challenges.

To the extent feasible, the corridors should become learning spaces that may offer opportunities for pull-out tutoring or informal presentations. Acoustical treatments should quiet the change of class times. Transparency from some of the offices should improve supervision and encourage staff and student interaction.

Electives Central to all Grades

Classroom Breakout:

Foreign Language/electives = 4

Art = 1
Music = 1
Technology Labs = 2

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.

All students will be all- or partially- mainstreamed. The school will use a combination of co-teaching, dual certified teachers and subject-based resource rooms.

Welcome Area"/Administration/Student Services

From the parking and walking access, all visitors should be able to identify the 'single point of entry' to the school. Immediately upon entry, visitors will be greeted in the main office. If feasible, visitors should be required to enter a 'welcome center' before proceeding into the rest of the school.

Registration and parent services should be located near the main office. The other administrative offices and guidance services may be decentralized to increase security and supervision throughout the campus.

Corridors and Commons Spaces

The front entry lobby should be welcoming and inviting for students, staff, and visitors. Display systems should be provided for 2-dimensional and 3-dimensional student work and awards. Finishes should be durable and easy to maintain. Colors, artificial lighting, and natural daylighting should be managed artfully.

If feasible, create a couple of interior commons. These areas may be associated with the dining or media center. Minimize long low-lit hallways lined with classroom doors. Consider informal learning areas for pull-out.

Display Case - A built-in recessed display case with tackable backboard and controlled recessed lights shall be located in the entrance foyer, music area, art area and media center. A built-in trophy case with tackable surface shall be located in the gymnasium. Provide safety glass. The recessed display case shall be 6'W x 4'H.

Bulletin Boards or electronic boards - The contractor shall provide enclosed bulletin board cabinet in the corridor outside each academic academy, student services area, cafeteria, media center, gymnasium and main administration area.

Water coolers should include reusable bottle fill-up options.

Media Center

The 21st Century school media centers are changing from being quiet book-lined storage spaces for research and reading to multi-media, interactive studios of social collaboration for faculty and students. They are seen as a learning 'commons' - an extension of the classroom and the social and technology heart of the school.

New media centers are more than 50 percent digital and offer both learning and gathering areas as well as production areas. The ideal media center might move from noisy to quiet - through a 'café' and mobile computing environment, to small, AV-enhanced, group study conference areas, to individual study carrels or a media production room.

The technology that this generation of students understands and uses is multi-media. They communicate and learn through on-line devices, but they also publish and perform. The media center may include a publications room for the school newspaper and yearbook, a video production and editing lab for film, a distance learning lab, and a variety of display venues.

National standards for media centers call for 4-6 SF per student. Even at this size, most media centers cannot offer a full range of media options. Multimedia satellites instead are infused throughout the school to complement core curricular activities. Many media centers also offer virtual space to bring together a generation that grew up on social media.

Visual and Performing Arts

The modernized facility should be able to support a variety of day and after school music activities and provide for both instrumental and choral programs. Teaching spaces for these curricula must be planned with particular attention to room volume and acoustics. Several storage options must be included to support a variety of instruments, uniforms, and music.

The art program will offer both basic 'survey' classes and a couple of advanced classes. The classroom should be ample in size. It should be modernized to teach both 2D and 3D arts. To maximize flexibility across several disciplines, a multi-purpose studio is proposed.

If the selected school has an auditorium, it should be updated for sound and lighting. Support spaces such as set construction, costume shops, and sound booth should be located adjacent.

Physical Education

High schools have two different programs using the gymnasium and other sports facilities – a physical education and an athletic program. In addition DCPS encourages community use of the indoor and outdoor facilities.

Physical Education: Currently DC, students are only required to take one year of physical education and one semester of health. A national focus on obesity and fitness goals may result in a change to the graduation requirements in the future. Just as important is the changing focus to encouraging curriculum that promotes life-long (and often non-competitive) fitness activities.

Athletics: The demand for both indoor and outdoor facilities is driven more by the athletic program and particularly the major sports – football, basketball, volleyball, soccer, track and field, and lacrosse. In addition the music program is an integral part of the sport teams' games providing a marching band and/or drum core.

Cafeteria/Multi-Purpose

This area is planned to have multiple functions, which include student dining, performances, assemblies, and community meetings. It is proposed through creative design and new technology that this area effectively houses multiple functions.

As a dining facility, it should serve 1/2 of the student population at tables and chairs. It is common for students to sit, mill, work on assignments, and socialize during lunch, so a combination of group seating, standing and milling areas is acceptable. If the dining area is adjacent to a courtyard, it is desirable for students to spill into an outdoor patio with shade.

Most high schools are moving toward a 'food court' arrangement in the servery. The food service area will be designed in coordination with DCPS food services contractor.

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, and books as well as storage for supplies and materials. Work areas exist with direct access to copiers, multi-media equipment, and telephones. Teacher preparation areas should be located in close proximity to classrooms to permit, encourage, and enhance student and teacher interface. To the extent possible, movable furnishings will be used, rather than fixed casework, to provide flexibility for future reconfiguration.

Handicapped Accessibility

The entire facility will be accessible for students, staff, and visitors. This includes 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 way finding and signage, appropriate use of textures, and universal accessibility of all indoor and outdoor facilities.

Site

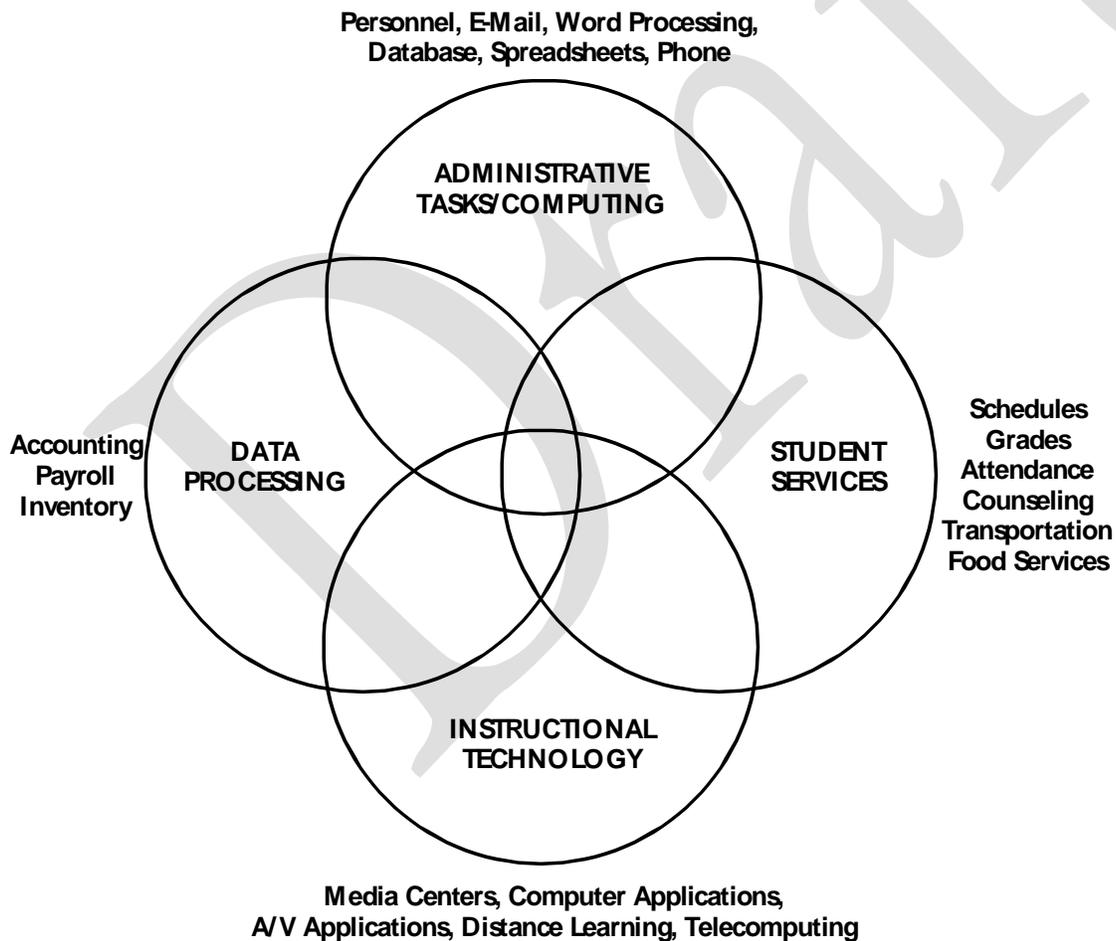
The modernized school site should have separation between vehicular, bike, and pedestrian traffic coming to the school. A safe and convenient parking area is needed for staff and visitors. Provide visitor parking near the front entrance.

Technology

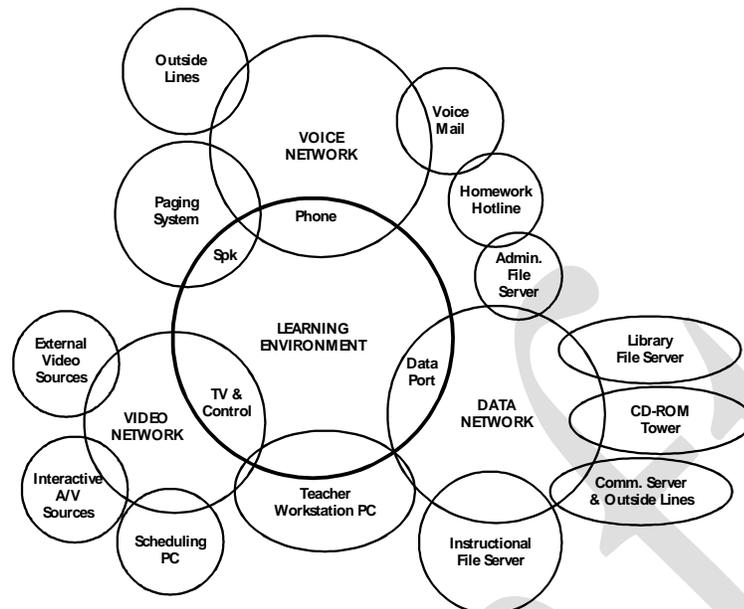
The implementation of a voice, data, and video telecommunications system throughout schools is fast becoming a standard across the country. Appropriate and strategically designed and installed technology will greatly enhance the teaching and learning of basic skills and position a school to take advantage of technological developments in the future. All classrooms should be multi-use/multi-purpose with invisible technological support. There should be a seamless web of technology to support the classroom management between administration, teachers, students, and the home.

Current voice, data, and video systems can provide leadership, instruction, data management, and student services which go far beyond the systems that were constructed as recently as the late 1980's. As home and business worlds move into higher levels of technological applications, it is critical for schools to be able to integrate technology into the teaching and learning processes.

Technology has four primary applications within the school environment. These applications have the potential for a positive impact on every aspect of the educational processes found in schools. The following diagram provides a visual of how the four primary applications interface with each other and some examples of educational applications in each area.



The following graphic demonstrates several applications where technology is providing essential support.



Technology can support multiple instructional designs:

Whole Group Instruction (20 students)

This includes the use of overheads, LCD displays, video stills, and various forms of computer display techniques.

Small Group Instruction (6-8 students)

This includes areas in the classroom and in shared common spaces where a teacher or another resource person can work with groups of 4-6 students. The technology is essentially the same as whole group instruction technology, the only difference being the size of the groups.

Individualized Instruction (1-2 students)

This is primarily a computer-based instruction design where students interact with a computer workstation. As all forms of technology become more and more digitized, it is envisioned that these will become multimedia workstations that integrate voice, video, and data formats.

Technology in every classroom:

Voice: Telephone (IP) and voice communications in every classroom and throughout the entire building as well as to other persons in the school system and external resources including parents and community members.

Data: Data retrieval capabilities in every classroom and throughout the building as well as network capabilities district-wide and to other external databases. (wireless). In the future, it is likely that most end-user devices will be portable.

Audio enhancement: Some spaces will need audio enhancement capability based on size, location or activity.

Printing: DCPS is moving toward networked printing with the majority of computer printouts in workrooms. Unless otherwise indicated all classrooms and offices will be networked.

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.

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 are natural transitions from one location to another
- 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

Types of Building Materials

- Use durable wall surfaces that are easy to clean so graffiti can be removed
- Install non-slip floors at point of entry

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
- Motion or infra-red detectors, which can also be configured to conserve lighting costs
- Video cameras both inside and outside of the building
- Key systems that track users

Vehicular and Pedestrian Traffic

- Separate student (pedestrian) traffic flow

Landscaping, Play/Practice Fields, Site, and Lighting

- Use high trees and low bushes (less than three feet high) to deter hiding
- Use aesthetically pleasing fencing around perimeter of the building
- Provide security lighting around building and parking lots with photocell timer with on/off
- Locate athletic facilities away from building

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 CHIPS	0.99 Watts/S.F. or less	ASHRAE 2010 &

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

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

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

Technology: Providing data connections for online learning resources, AV equipment, 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

Energy and Environmental Design

There is 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 rooms) with passive solar design
- Avoid skylights and use roof monitors with vertical glazing instead

2. Types of Building Materials

- Design for cleanability with easy and safe access
- 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. Digital display of buildings energy and water use at entrance and in cafeteria
- 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 secure 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 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.

Design Guidelines for Outdoor Classrooms and School Gardens

This section provides guidance on the design of outdoor classrooms (the structure where students gather to learn) and the school garden (the larger area encompassing the outdoor classroom). Outdoor classrooms complement and expand school garden sites by providing a gathering area for teaching, but they are also multi-use spaces that serve as classrooms that support standards-based learning across subject areas.

Expected Site Elements:

- Planting beds
- Organic soil (60% top soil/ 40% compost)
- Mulch (shredded hardwood or straw)
- Hose bib with hose rack (with two spigots- one for hose and one for irrigation, exterior and easily accessible placed within the garden if new construction)
- Plants (a variety of edible and non-edible species)
- Shade tree(s), trellises or awnings.
- Seating (may be moveable)
- Worktables (may be moveable)
- Pathways (around planting beds, through pollinator garden, etc.).
- Tool shed (large storage bench/box that is weatherized and secure no further than 100ft from gardening area. Storage immediately available inside the school may supplement outdoor storage space).
- Signage
 - Fencing (height and type depending on local context)
 - Access for large vehicles/supplies
 - All-weather electrical outlet
 - Drip Irrigation (for gardens larger than 200 square feet)

Potential Site Elements:

- Composting area
- Pollinator garden with paths to invite investigation
- Wildlife habitat area with paths to invite investigation
- Drip Irrigation (for gardens smaller than 200 square feet)
- Rain garden
- Outdoor kitchen
- Digging bed (for younger students)
- Hand washing station
- Outdoor science lab
- Arboretum
- Greenhouse/ hoop house
- Interactive learning stations
- Community garden plots
- Wi-Fi access
- Beehive
- Chicken coop
- Pond
- Mounding

Siting: The school garden should be clearly defined and located with the possibility of expanding activities in the future. The space should be inviting and encourage classroom use any time the weather is at all agreeable, including during a warm snap in winter. Capitalize on site features available by deliberately connecting to an existing stream or using a large shade tree for the gathering area or linking pathways to a natural habitat area. Ensure that enthusiasm for the garden does not overwhelm space that students require for active play and athletic activities.

The outdoor classroom should be located within the school garden in a well-used and highly visible part of the school grounds that is easily accessible for students and teachers. Consider environmental factors, including noise, fumes from passing vehicles, sunlight, and slope; it should articulate with existing or planned natural wildlife habitat areas. If there are plans to expand or rebuild the school in the foreseeable future, try to ensure the outdoor classroom and school garden is in a place that will remain undisturbed.

Solar aspect/shade: The school garden plots should receive 6-8 hours of direct sunshine a day. However, the outdoor classroom must be shaded either naturally with trees or trellises or with awnings, umbrellas or canopies. Student seating should not face south.

Accessibility: Walkways should be well defined, and accessible to students including those with disabilities. Refer to the current ADA standards for minimum design requirements. Remember to apply these standards as well to other program spaces associated with the outdoor classroom. Garden beds should be no wider than 4 feet for middle school and high school students and 3 feet for elementary school and early childhood students. Consider having at least one raised bed accessible to students in wheelchairs. The school garden and the outdoor classroom will need large enough work areas so that all students can easily pass through. The tool shed/box should include shelving, and storage options for both adult and children tools and located in a central area possibly near the outdoor classroom.

Visibility/Safety: There should be clearly defined perimeters for the outdoor classroom and garden areas; a fence may be preferable, with clear lines of sight throughout avoiding potential hiding spaces. If possible, the outdoor classroom should also be visible from points within the school (windows in nearby classrooms, administrative spaces).

Materials: The outdoor classroom should be built with natural materials. If water is being collected from the roof of the outdoor classroom the roofing material must be non-toxic and non-leaching. Strictly limit use of concrete to high traffic areas; if hardscape is required, permeable paving or local stone (that is too heavy to throw) is encouraged. Note that high-grade engineered wood fiber playground surfacing is certified for wheelchair use. Raised beds should be built of a minimum of 2-inch thick wood or non-toxic manufactured wood, not permanent masonry and filled with organic soil/compost at a 60/40 ratio. Soil should be filled to 4 inches below top of garden bed and 2 inches of organic mulch (shredded hardwood or straw) is placed on top of the soil. Pressure treated wood, plywood, plastic lumber with wood fibers, tires are strongly discouraged as these products contain toxins that leach into water at dangerous levels. Because teachers need to re-design garden plot locations from time to time as program needs change, garden plots must be re-locatable. Avoid weed cloth as it has little impact on suppressing weeds in the long term and creates maintenance issues.

Outdoor Classroom: The outdoor classroom must be a well-defined shaded space that includes student workstations where teachers can easily engage with each student. An outdoor whiteboard is desirable (flipchart stands stored inside could substitute) and must be situated so that all students can easily read it. Seating can be either fixed or flexible, depending on the site, but should easily accommodate up to 35 students. A teacher demonstration table and student workspaces should be available. If not permanently on site, as with picnic tables, these should be easily portable and on-hand in a storage shed or nearby in the school. The outdoor classroom area may be near a kitchen and/ or science lab.

Plants: Perennial plant material should be chosen based on each specific site condition and with interest in all four seasons. Preference should be given to a variety of native plant species. The visual unity of the site is less important than the educational value of a broad range of different

plants that can be used as teaching examples and that are sustainable in terms of biodiversity and susceptibility to extreme weather, insects and disease. Take care to avoid poisonous plants.

Signage: Educational signage must be placed throughout the garden. Signage must be age-appropriate and student-centered. Consider writing signs in multiple languages. Signs should identify elements as well as describe various processes and systems such as:

- Entrance sign with space for posting announcements (highest priority)
- Garden Rules and Procedures
- Native and edible plantings
- Composting systems
- Pollination
- Storm water management
- Soil composition
- Nutrition
- Beneficial Insects
- “Do Not Mow” for in-ground beds near lawns.

Maintenance: The outdoor classroom should be designed for low maintenance with a specific maintenance plan written for each outdoor classroom and garden area. A maintenance agreement must be signed by the principal, and the school garden coordinator. Planting beds, pollinator garden areas and habitat areas must be very clearly differentiated from lawn areas that require mowing in order to avoid having native plants mistaken for weeds and mowed. Ensure that the irrigation system (if applicable) is simple enough so that the school community can maintain it. Hose bib should be given to the school garden coordinator, building engineer, and principal (three keys total).

Approval: Plans, details and specifications should be submitted to the School Garden Specialist at the Office of the State Superintendent of Education for approval.

DCPS Recycles!

All DCPS schools are required to participate in the recycling program provided by DGS. All modernization projects must be designed to be consistent with the standardized supplies and services described at <http://dgs.dc.gov/page/healthy-schools>, with the expectation that in the near term future all schools will recycle and compost under this program.

Since each school is different, the DGS recycling program should be consulted regarding the following design considerations. In general, every modernization project is expected to provide

- **Adequate, accessible space for pick-up of all serviced containers**, usually to include (1) 8 cu yd dumpster OR compactor for paper and cardboard; (2-4) 96 gallon totes for glass/plastic/metals, and (3-10) 36 gallon totes for compostable waste; that is accessible to both front-end loaded and rear-end loaded trucks and allows custodian to easily transport totes to be picked up at ground level. The best configuration of containers will depend on the specifics of the hauling contract, the occupancy of the building and space restrictions. Compactors are not usually recommended for buildings with occupancy less than 500. The dimensions of a standard 8 cu yd side loaded dumpster are 71"x 80"x76" (length x width x height).
- **Secure space for storing serviced containers and collection bins** with easy access for custodian to roll bins to/from pick up location, and distributed as necessary to facilitate flow of materials throughout the building to the pick-up location.
- **Cafeteria and kitchen layout and millwork** that supports a logical flow of materials including emptying liquids, sorting waste into three categories (landfill, recycling, compost), and tray return, while avoiding congestion; includes space for changeable signage and labels; is consistent with compost and recycling supplies provided by DGS for cafeterias (accommodates 32-gallon Brute-style bins with wheels); allows for easy access for cleaning by custodians (bottom of the sorting station is the floor); and has countertop holes that accommodate easy dumping of waste using both compostable and reusable trays.

The DGS recycling program provides a **standardized set of recycling supplies** at no cost to each school, the number and type of bins to be determined according to building characteristics supplied by the project team.

Project teams should also consult with the recycling program regarding providing large, highly visible sorting stations with signage in select high traffic common areas (not in hallways, and not built into the wall); as well as regarding the type and placement of wastebaskets.

Space Requirements Summary

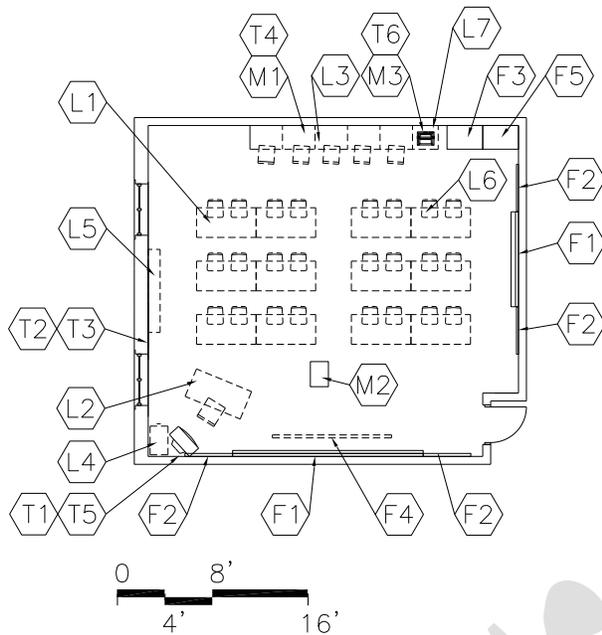
Base Required Space	Square Footage
Core Academic/Science	30,230
Media Center	3,750
Visual Arts	1,550
Performing Arts	11,750
PE/Health	17,850
Administration Services	3,605
Health Suite	739
College and Career Readiness	1,300
Student Dining & Food Service	9,250
Engineering & Custodial Services	1,600
Building Support Areas [corridors, bathrooms, storage, stairwells, elevators]	33,384
Total	115,008
Construction Factor	.092
Gross Total	125,589

Site Requirements

Priority One	
Exterior Grounds Equipment Storage [secure]	200 SF
400 Meter Track - 200 Meter Straight	
Long Jump & Triple on one side, Pole Vault Pit, Shot Put	
Multi-purpose field for football, soccer and lacrosse (if feasible)	
Parking (39 staff and 8 visitor)	

Core Academic Area Space Requirements

Space	Design Guideline			Comments
	Qty.	S.F.	Total	
Academic Classroom	22	800-850	18,000	Includes health Technology Labs
Technology Labs	2	1,000	2,000	
Science Lab (wet)	1	800	2,400	9 th grade lab flanked by 2 classrooms
Science classrooms	2	800		
Lab/lecture	2	1,400	1,400	Chemistry/biology
Science Prep/storage	3	150	450	May be combined
Chemical/ department storage	1	100	100	
Physics Lab/Robotics		1300		
- Dirty area	1	300	1600	
Special Education				
- Resource rooms	3	450		
- Conference room	1	200		
- Co-teaching office	1	250	1800	
Alternative education classroom	1	600	600	ISS
Academy Support Suite			0	Three grade level academies and ELL
Staff Offices	4	120	480	
Teacher Workroom/meeting rm.	1	800	800	
Book Storage (central)	1	600	600	
Total			30,230	



CAPACITY:

- 20 students
- 1 staff member
- Guest speakers and volunteers

SIZE:

- 800-850 SF

GOAL:

- To provide flexible space to accommodate any of the core academic disciplines

PROGRAM ACTIVITIES:

- Large group, small group, and hands-on activities and instruction
- Oral presentations
- Computerized instruction
- Team teaching

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Windows to provide natural light and egress
- Environmental sound control:
 Wall minimum: STC 45
 Ceiling minimum: CAC 35
 Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Comfortable rooms with pleasant décor that contribute to an atmosphere conducive to creativity
- Proportion classroom for effective viewing and listening from all areas of the classroom
- Window treatment to darken room for AV presentations
- Plan for two teaching walls 1) White board 2) interactive board

NOTES:

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

CORE ACADEMIC CLASSROOM

H-AC-1

		Spec. Ref.#			Spec. Ref.#
<u>Finishes¹:</u>			<u>Fire Suppression:</u>		
Flooring:			Fire suppression system		Div. 21
	Resilient tile flooring	096519			
Base:			<u>HVAC:</u> Div. 23		
	Resilient base	096519	Supply/return air system		
			Independent temperature control		
Ceiling: (9' high minimum)			<u>Electrical:</u> Div. 26		
	Suspended, acoustical	095113	Multilevel switching		
Walls:			Duplex receptacles		
	Painted concrete masonry units or dry wall	042000 / 099123	3 per primary teaching wall		
			At least 2 per other walls		
			TVSS protected quad receptacle		
			adjacent to data and video ports		
			Central sound system		
			Clock		
<u>Loose Furnishings:</u>			<u>Communications:</u>		Div. 27
L1	20 Student tables/chairs		Single point 'face plate' near teachers work station to include:		
L2	One teacher desks and chair		Voice, data, VGA , audio enhancement, and HDMI		
L3	3 Computer workstation furniture		Additional ports:		
L4	1, four-drawer locking file cabinet		Cable/MATV port		
L5	Adjustable height bookshelves (24 LF)		3 data ports for student use		
L6	Small table and chair for additional staff		Ceiling mounted LCD projector or interactive board		
<u>Features:</u>			Clock/PA		
Fixed Equipment:			2 wireless		
F1	Marker boards (24 LF)	101100	<u>Electronic Safety and Security:</u>		Div. 28
F2	Tack boards (16-24 LF)	101100	Life safety devices per code		
	Tack strip		<u>Miscellaneous:</u>		
F3	Casework:	123200	M3 3-5 computers for student use		
	Tall lockable cabinet		M4 Laptop computer for teacher use		
F4	Manual projection screen	115213	Document camera		
F5	Casework:	123200	Audio enhancement equipment		
	Lockable Wardrobe				

NOTES:

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

SCIENCE WET LAB/CLASSROOMS

CAPACITY:

- 20 students
- Teachers
- Staff

SIZE:

- 800 Wet labs SF
- 800 SF classrooms (2 per lab)
- Chemistry, Life science, Physics Lab classroom/lab combined

ANCILLARY SPACES:

- Science Prep

SPATIAL RELATIONSHIPS:

- Two life sciences labs (green house near) with island lab stations
- One chemistry lab
- One physics lab

GOALS:

- Flexible space and layout to support delivery of entire science curriculum
- To help students become critical thinkers, problem solvers, and lifelong learners
- To help students become aware of the physical and biological world

PROGRAM ACTIVITIES:

- Large and small group instruction
- Experimentation and hands-on activities
- Data collection and analysis
- Computer simulations and instruction

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting multilevel controls
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Window treatment to darken room for AV
- Adequate ventilation

BUILT-IN EQUIPMENT – Chemistry:

- A demonstration table (30" X 5 ft.) with a

BUILT-IN EQUIPMENT – life sciences labs:

- A demonstration table (30" X 5 ft.) with a top of black epoxy resin.
- Technology, marker boards and screens same as regular classroom
- An ultrasonic goggle sterilizer
- Five (5) island lab stations - Each lab station will have epoxy resin counter tops with two (2) GFI equipped electrical outlets and two data ports. Each lab station will accommodate four (4) students.
- Science laboratories shall have a minimum of at least one worktop set at a height to serve the physically handicapped.
- The lab shall be equipped with a fire extinguisher (ABC type), first aid kit, a shower/eye wash stations and a fire blanket.

BUILT-IN EQUIPMENT – Physics:

- A demonstration table (30" X 5 ft.) with a top of black epoxy resin.
- Technology, marker boards and screens same as regular classroom
- This lab will have five (5) lab stations with large open workspaces, allowing for four-student teams (not peripheral). Each lab station will have epoxy resin counter tops, GFI equipped electrical outlets for a portable computer device. These are dry stations. The arrangement will allow the instructor a clear view of all student lab stations.
- No storage cabinets will be built over counters.
- Science laboratories shall have a minimum of at least one worktop set at a height to serve the physically handicapped.
- The lab shall be equipped with a fire extinguisher, first aid kit, a shower/eye wash stations and a fire blanket.
- A dirty area will be accessible and visible from the classroom. It needs adequate ventilation and wood counters with lockable cabinets below and electric for small tools.
- A lab preparation workspace shall be located along one wall. This workspace

top of black epoxy resin.

- Technology, marker boards and screens same as regular classroom
- An ultrasonic goggle sterilizer
- Five (5) lab stations - Each lab station will have epoxy resin counter tops with a trough sink, faucet, gas jet and GFI equipped electrical outlets. The water and gas shall be at table level. The trough sink area shall be without an elevated shelf and include a cover. This arrangement will allow the instructor a clear view of all student lab stations. Each lab station will accommodate 4 students.
- Storage cabinet with glass doors will be built over counters.
- A fume hood (nominal 30" x 60" footprint) shall be provided in the lab. Make-up air shall be provided to compensate for the fume hood exhaust.
- Labs must be free of barriers that would prevent access by the handicapped. Science laboratories shall have a minimum of at least one worktop set at a height to serve the physically handicapped.
- The lab shall be equipped with a fire extinguisher (ABC type), first aid kit, a shower/eye wash stations and a fire blanket.

BUILT-IN EQUIPMENT – Classrooms and lecture areas:

F1	Mobile teacher demonstration table with utilities	
F2	Marker board (8-16 LF)	101100
F4	Tack board (8-16 LF)	101100
F5	Manual projection screen	115213
F6	Soap dispenser	102800
F7	Towel dispenser	102800
F8	Casework:	
	Wardrobe	123200

shall be approximately 6 ft. long with 1 sink and cabinets above and below.

- Student storage for in-process activities - 100

Communications for Lab and classrooms

Single point 'face plate' near teachers work station and/or demonstration table to include: Voice, data, VGA , audio enhancement, and HDMI

Additional ports:

- Cable/MATV port
- Ceiling mounted LCD projector
- Clock/PA
- 2 wireless

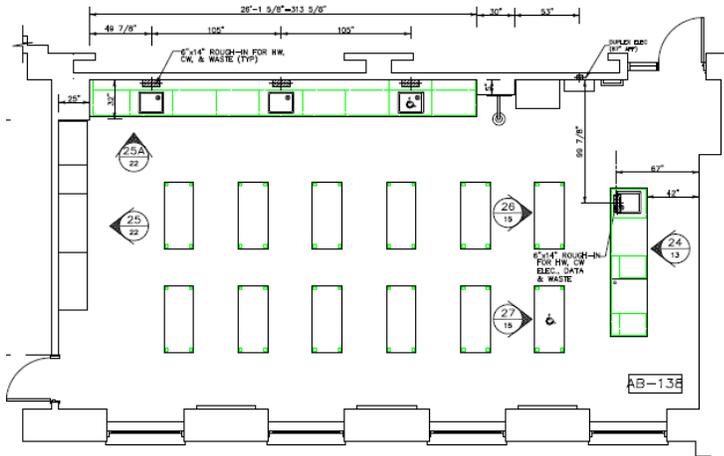
Loose Furnishings for classrooms and lecture areas:

- L1 10 two-person tables
- L2 20 student chairs
- L3 Fire blanket
- L4 Microscopes (in cabinets)
- L7 Adjustable height bookshelves (24 LF)
- L9 Adjustable height stool for teacher

Loose Furnishings for Labs

- L2: 20 adjustable height stools

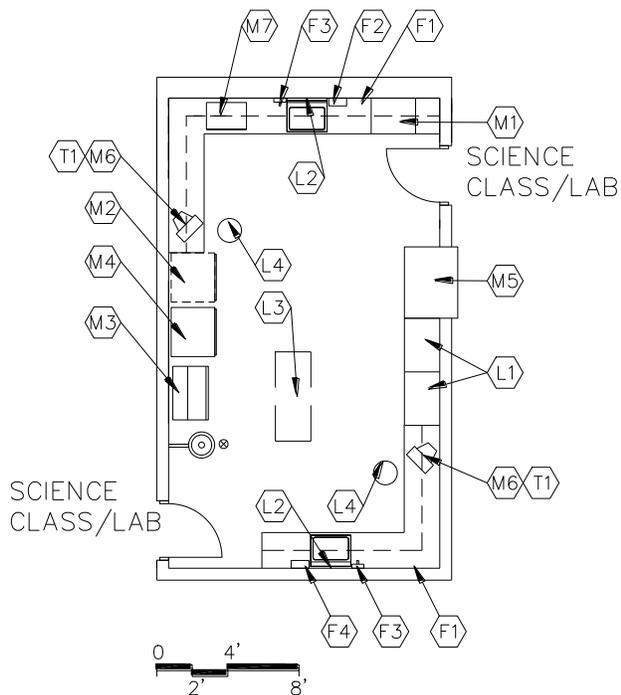
The physics lab will include a work table and tools in the dirty lab (TBD).



Labs



SCIENCE PREP ROOM



CAPACITY:

- 1 or 2 staff members
- Student assistants

ANCILLARY SPACES:

- Science Classroom/Lab

GOAL:

- To allow for lab preparation

PROGRAM ACTIVITIES:

- General lab preparation
- Store equipment
- Set up experiments

SPATIAL RELATIONSHIPS:

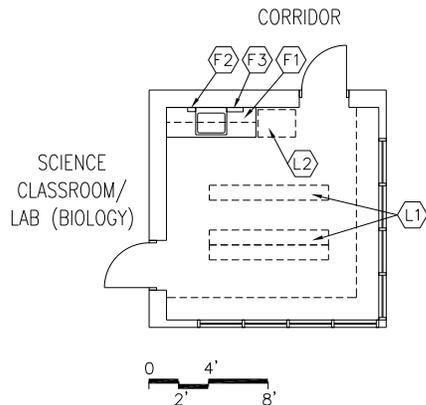
- Adjacent and access to two Science Classrooms/Labs
- Near Teacher Center/ Workroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall Minimum: STC 45
Ceiling Minimum: CAC 35
- Adequate ventilation/exhaust
- Electrical outlets for equipment
- Duplex electrical outlets in raceway above countertop

BUILT-IN EQUIPMENT

- All counter tops in the storage/ prep room shall be black epoxy resin.
- A lab preparation workspace shall be located along one wall of the storage/ prep room. This workspace shall be approximately 4 ft. wide and 15 ft. long.
- The lab preparation workspace requires a large sink with disposal unit and hot and cold-water faucets, a refrigerator and cabinets above and below (some lockable for microscopes)
- The rest of the prep area will include shelving and cabinets
- The prep rooms shall be equipped with a fire extinguisher (ABC type).
- The chemistry prep room will have a dishwasher for glassware, a water distillation unit that is permanently mounted with plumbing and electrical hook up and a drying oven, centrifuge and autoclave



Fixtures should be waterproof, with lighting available for day and night use, using translucent glazing and interior shading with motorized shades, and concrete or rubber mat flooring. Plant shelving, standing plant benches and storage cabinets should be of sturdy durable materials. Include a hydroponic watering system if possible.

CAPACITY:

- Staff
- Students

GOAL:

- To provide an area for students to conduct biology and botany activities

PROGRAM ACTIVITIES:

- Biology
- Botany
- Horticulture
- Environmental source

SPATIAL RELATIONSHIPS:

- Adjacent and access to Science Classrooms/Labs (biology/botany)
- Access to corridor

ENVIRONMENTAL CONSIDERATIONS:

- Lighting to support plant growth
- Moisture and stain-resistant finishes
- Adequate ventilation/exhaust
- Electrical outlets for equipment

Finishes¹:

	Spec. Ref.#
Flooring:	
Earth/pavers	033000
Base:	
Resilient base	096519
Ceiling:	
Glazed structure	133413
Walls:	
Glazed structure	133413

Loose Furnishings:

L1	Plant shelving
L2	Chemical storage cabinet

Fixed Equipment:

F1	Casework:	
	Base/wall cabinets	123200
F2	Soap dispenser	102800
F3	Towel dispenser	102800

Plumbing:

	Div. 22
Plumbing connections	
Floor drain	
Sink	
Hose bib	

HVAC:

	Div. 23
Supply air system	
Independent temperature control	
Thermostatically controlled exhaust	

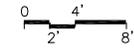
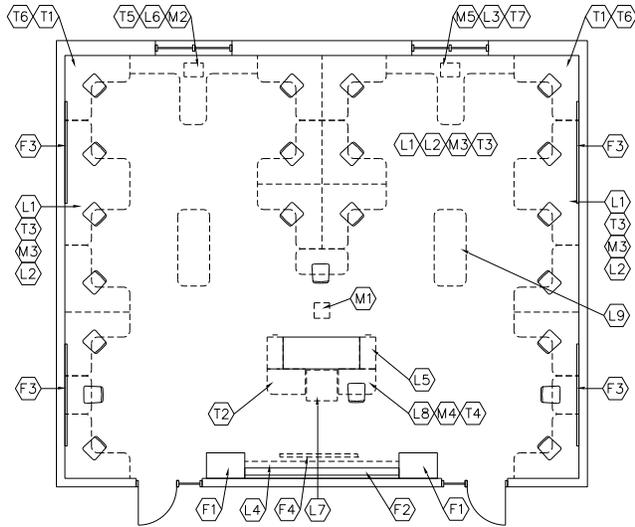
Electrical:

	Div. 26
Single level switching	
Fluorescent lighting:	Illumination level: See
Table 7600-16	
Duplex receptacles	

NOTES:

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

TECHNOLOGY LABS



The independent study lab should be located near the 9th grade academy – 15 computers

CAPACITY:

- 20-24 students each
- Staff member
- Guest speakers/volunteers

GOALS:

- To provide students with a diversified approach to uses of technology and technology education in which students will work individually and in teams
- Emphasis on problem solving, technology literacy, and communication skills
- Independent study

PROGRAM ACTIVITIES:

- Large and small group instruction
- Hands-on activities
- Oral presentation
- Team teaching
- Computerized instruction

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with multilevel controls
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
 - Reverberation Time: .4-.6 seconds
- Electrical outlets for equipment
- Comfortable rooms with pleasant décor that contributes to an atmosphere conducive to creativity
- Windows desirable, provide treatment to darken if windows are provided

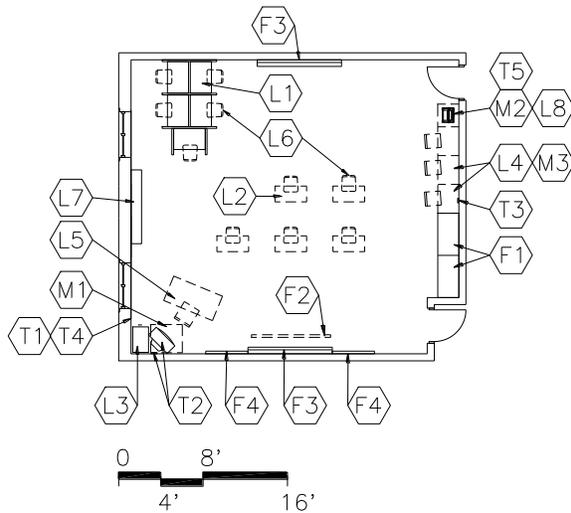
**TECHNOLOGY LAB
H-AC-3**

<u>Finishes¹:</u>	Spec. <u>Ref.#</u>	<u>Features¹:</u>	Spec. <u>Ref.#</u>
Flooring:		Fixed Equipment:	
Quartz tile	096618	F1 Casework:	
Base:		Tall cabinets	123200
Resilient base	096519	F2 White board (12 LF)	101100
Ceiling: (9' high minimum)		F3 Tack board (32 LF)	101100
Suspended, acoustical	095113	F4 Projection screen	115213
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units or dry wall		Fire suppression system	
042000 / 099123		<u>Plumbing:</u>	
<u>Loose Furnishings:</u>		N/A	
L1 20-24 student chairs		<u>HVAC:</u> Div. 23	
L2 20-24 computer workstations for student use		Supply/return air system	
L4 Adjustable height bookshelves (24 LF)		Independent temperature controls	
L5 2, four-drawer file cabinet		<u>Electrical:</u> Div. 26	
L6 Printer table		Duplex receptacles	
L7 Multimedia cart for teacher use		3 per primary teaching wall	
L8 Teacher chair and desk		2 per other walls	
L9 2-3 Work tables		TVSS protected quad receptacle adjacent to data and video ports	
<u>Miscellaneous:</u>		Multilevel switching	
M1 Ceiling mounted projector (LCD) Div. 27		Fluorescent lighting with parabolic lenses	
M2 Printer		Illumination level: See Table 7600-16	
M3 24 computers for student use		Clock	
M4 Computer for teacher use		Central sound system	
Audio enhancement equipment		Projection Screen	
<u>Communications:</u> Div. 27		Ceiling mounted projector with electronic white board (or alternative)	
Single point 'face plate' near teachers work station to include:		<u>Electronic Safety and Security:</u> Div. 28	
Voice, data, VGA , audio enhancement, and HDMI		Life safety devices per code	
Additional ports:			
Printer			
Cable/MATV port			
5 data ports for student use			
Ceiling mounted LCD projector			
Clock/PA			
2 wireless			

NOTES:

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

RESOURCE ROOMS AND ALTERNATIVE ATTENDANCE CENTER



CAPACITY:

- 1 staff member
- Up to 10 students

SIZE:

- Varies

ANCILLARY SPACES:

N/A

GOAL:

- To provide flexible space to accommodate students who temporarily need a learning environment outside the regular classroom

PROGRAM ACTIVITIES:

- Individual class work

SPATIAL RELATIONSHIPS:

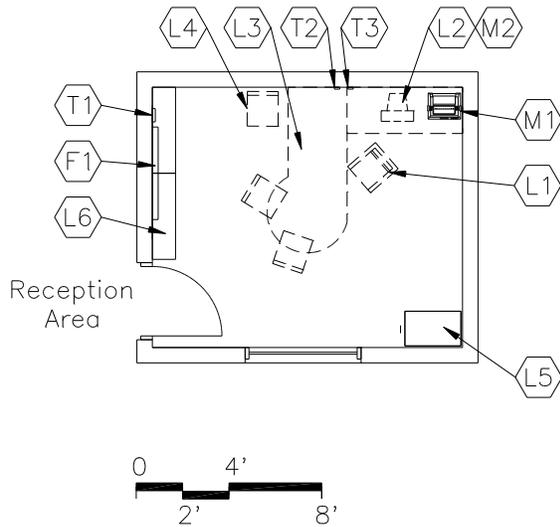
- Near Administrator's office
- Near Security Office

ENVIRONMENTAL CONSIDERATIONS:

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

TECHNOLOGY AND BUILT-IN EQUIPMENT

- Same as regular classrooms



GOAL:

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

SPATIAL RELATIONSHIPS:

- Within the Core academic Suite
- Adjacent and access to Reception Area

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:

- Instructional personnel in ESL and reading
- Psychologists
- Social workers
- Counselors

SIZE:

- 150 SF

ANCILLARY SPACES:

- Workroom/Copy Center (H-AC-12)

NOTES:

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

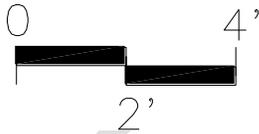
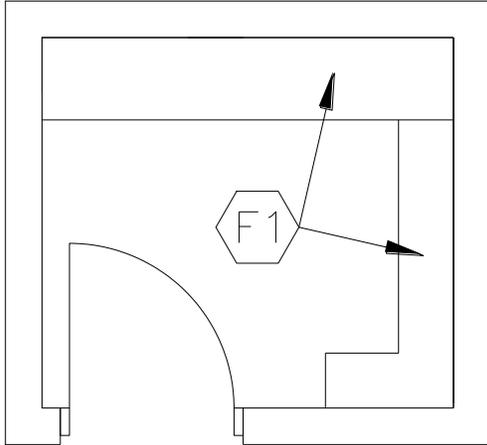
**STUDENT SUPPORT PERSONNEL OFFICES
H-AC-15**

	Spec. Ref.#	Features ¹ :	Spec. Ref.#
<u>Finishes¹:</u>		<u>Fixed Equipment:</u>	
Flooring:		F1 Tack board (4 LF) 101100	
Resilient tile flooring	096519		
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 Ergonomic task chair		Fluorescent lighting:	
L2 Computer workstation		Illumination level: See Table 7600-16	
L3 Desk		Multilevel switching	
L4 Guest chair		Duplex receptacles	
L5 4-drawer locking file cabinet		TVSS protected quad receptacles adjacent to each data and video port	
L6 Adjustable height bookshelves (12 LF) Wastebasket		Central sound system Clock	
		<u>Communications²:</u>	Div. 27
		T1 1 cable/MATV port	
		T2 1 voice port and phone	
		T3 1 data port at workstation	
		<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.
- 2.

STORAGE



CAPACITY:

- Staff

SIZE:

- Varies, see table

GOAL:

- To provide a place for storage of supplies and equipment for departments (English, math, social studies and world languages)

PROGRAM ACTIVITIES:

- Storing equipment and supplies

SPATIAL RELATIONSHIPS:

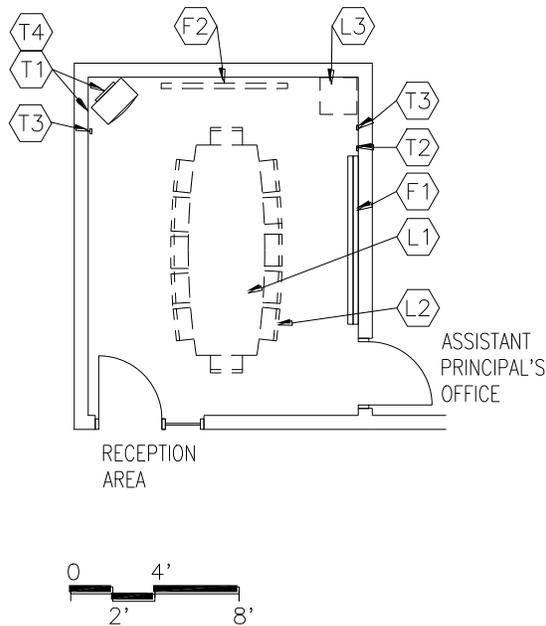
- Adjacent and access to Workroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation
- Security of equipment and supplies

Note: Some lockable storage should be located in the 10th grade academy for the mandatory test supplies. See staff for exact location and size.

CONFERENCE ROOM



CAPACITY:

- Staff
- Parents
- Students
- Visitors

SIZE:

- Varies, see table

GOAL:

- To provide a place for administrative conferences or meetings

PROGRAM ACTIVITIES:

- Conferencing with staff, students, parents, and visitors

SPATIAL RELATIONSHIPS:

- Adjacent and access to Workroom

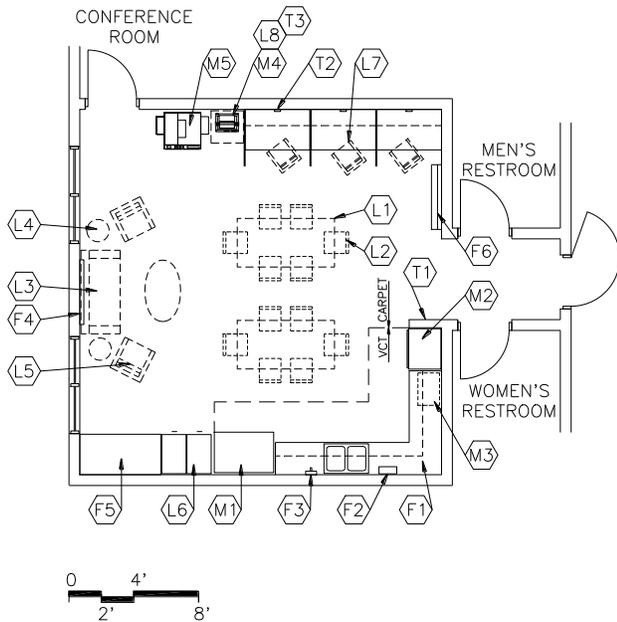
ENVIRONMENTAL CONSIDERATIONS:

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

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability
- Design for computer aided presentations (electrical outlets from table for projection device, screen along short wall, light darkening capability)

TEACHERS' WORKROOM



CAPACITY:

- 6-18 teachers

ANCILLARY SPACES:

- Teacher's Conference Room

GOAL:

- To provide space for teachers to carry out their administrative duties, prepare materials for class, access the Internet, lock up personal items, and to socialize and relax.

Note: Networked printers will be located in the workrooms.

PROGRAM ACTIVITIES:

- Store files
- Grade papers
- Enter and access data
- Prepare lessons using computer, video, and other resources.
- Phone calls
- Eating lunch, socialize and relax

SPATIAL RELATIONSHIPS:

- Located within Core Academic Areas
- Located near individual restrooms
- Adjacent and access to Conference Room
- Access from Corridor
- Interior area assumes four activities:
 - Relaxation (soft seating)
 - Individual prep (cubicles with computer support)
 - Tables for team meetings
 - Counter with sink and small refrigerator

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with multilevel controls
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light (if feasible)

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability
- This room should support laptop computers

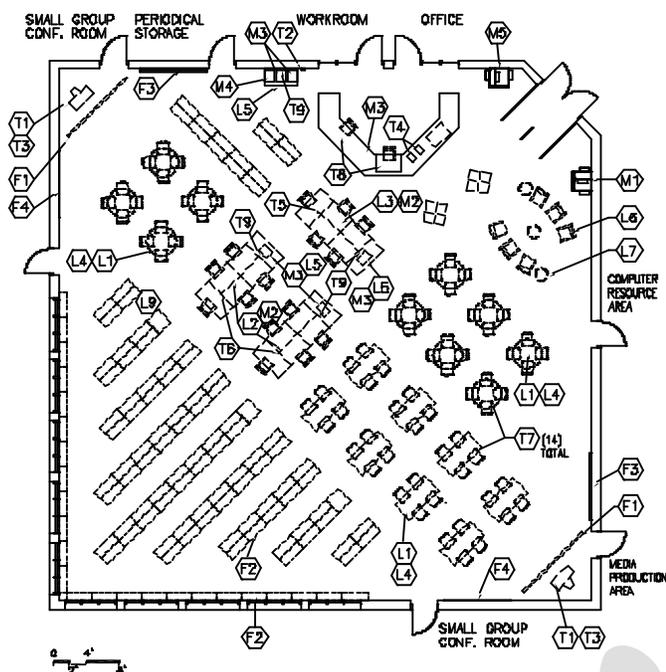
BUILT-IN EQUIPMENT:

- Marker Boards (4 ft. X 4 ft.)
- A bulletin board (4 ft. X 4 ft.) should be provided if feasible.
- Kitchenette (double sink, cabinets above and below, outlets along counter, refrigerator)
- Counter top for sorting and cutting
- Clock

Media Center Space Requirements

Space	Design Guideline			Comments
	Qty.	S.F.	Total	
Reading, Learning, Circulation - Computer research and on-line learning area	1	2,000 600	2,600	
Office	1	150	150	
Workroom	1	150	150	
Equipment Storage	1	250	250	
Multi-Media Production	1	600	600	
Total			3,750	

Design the media center to be inviting and easily accessible to all students. Plan for significant transparency into the hallway. The Center should have natural light and comfortable furnishings and space to accommodate reading, research, study, and small meetings. Peripheral and low shelving and storage should allow for books as well as various audio-visual resources. All non-peripheral furniture should be on castors.



GOAL:

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

PROGRAM ACTIVITIES:

- Reading
- Circulation of materials and resources
- Whole group and small group instruction
- Provide meeting areas for community staff and parents
- Research

SPATIAL RELATIONSHIPS:

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

ENVIRONMENTAL CONSIDERATIONS:

- Recessed floor, wall electrical outlets in floor at tables
- Flush covers for floor outlets
- Adequate ventilation
- Lighting appropriate to task with switches to dim separate zones of media center
- Wall mounts and appropriate wiring for TV in whole class zone and storytelling zone
- 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 and egress
- 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
- Auditory privacy
- Window treatment to darken room for AV presentations

CAPACITY:

- 40 students or 2 classes
- Up to 12 individuals for students research
- Media Specialist
- Up to 10 individual students for open reading
- Media Assistant
- Community use after school hours

ANCILLARY SPACES:

- Office (H-MC-4)
- Workroom (H-MC-5)
- Equipment Storage (H-MC-8)

NOTES:

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

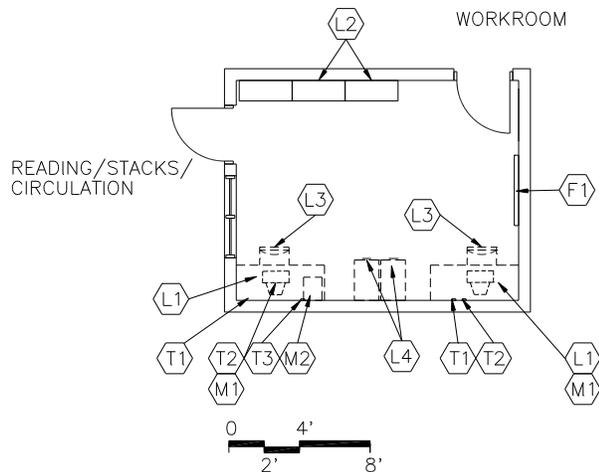
READING / STACKS / CIRCULATION

H-MC-1

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Carpet	096816	F1 Motorized projection screen	115213
Base:		F2 Library casework:	123550
Resilient base	096519	Varied sizes and Configurations Specialized multimedia storage	
Ceiling:		F3 Marker board	101100
Suspended, acoustical ²	095113	F4 Tack board (32 LF)	101100
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units	042000 / 099123	Fire suppression system	
<u>Loose Furnishings:</u>		<u>Plumbing:</u>	
L1 10 four person tables and chairs		N/A	
L2 12 seated reference stations (computer area)		<u>HVAC:</u>	Div. 23
L3 Automated card catalog station		Supply/return air system	
L4 40 chairs		Independent temperature control	
L5 Printer table		<u>Electrical:</u>	Div. 26
L6 6 lounge chairs		Recessed data/voice floor outlets	
L7 2 end tables		Duplex receptacles	
<u>Communications:</u>	Div. 27	TVSS protected quad receptacle	
T2 Voice ports and phones		Adjacent to each video and data port	
T3 Cable/MATV port		Multilevel switching	
T4 Bar code reader		Recessed floor outlets	
T5 Data ports for automated card catalog		Fluorescent lighting:	
T7 12 data ports for student use		Illumination level: See Table 7600-16	
T8 2 data ports at circulation desk		Security system	
T9 Data port for printers		Clock	
<u>Miscellaneous:</u>		Central sound system	
M2 12 computers – student use		<u>Electronic Safety and Security:</u>	Div. 28
M3 Printers		Life safety devices per code	
M4 Scanner			
M5 Copier			

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Other types of ceiling may be appropriate based on the actual facility design, such as exposed, painted structure. High ceilings are appropriate to the size of the room.

**CAPACITY:**

- Media Specialist
- Technology Aide

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Reading/Stacks/Circulation (H-MC-1)
- Workroom (H-MC-5)

GOAL:

- To provide a private work area for the media specialist, easy access to the circulation desk, media production area, and computer resource area

PROGRAM ACTIVITIES:

- Ordering
- Scheduling
- Cooperative learning
- Administrative work (preparing budget, reports, etc.)
- Processing and repairing books, videos, discs, etc.

SPATIAL RELATIONSHIPS:

- Adjacent and access to Reading/Stacks/Circulation
- Adjacent and access to Workroom
- Near circulation desk

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Visual access to Reading/Stacks/Circulation
- Electrical outlets for equipment
- Auditory privacy

NOTES:

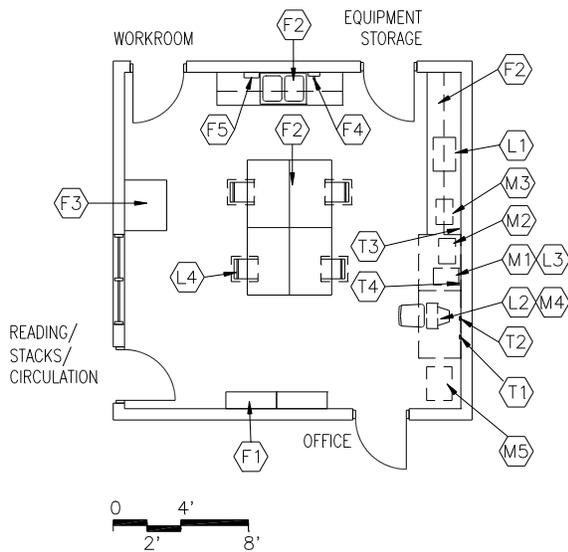
1. Loose furnishings and features shown represent one of many possible arrangements.

**OFFICE
H-MC-4**

Spec. <u>Finishes¹:</u>	<u>Ref.#</u>	<u>Features¹:</u>	Spec. <u>Ref.#</u>
Flooring: Resilient tile flooring	096519	Fixed Equipment: F1 Tack board (4 LF)	101100
Base: Resilient base	096519	<u>Fire Suppression:</u> Fire suppression system	Div. 21
Ceiling: Suspended, acoustical	095113	<u>Plumbing:</u> N/A	
Walls: Painted concrete masonry units 042000 / 099123		<u>HVAC:</u> Supply/return air system Independent temperature control	Div. 23
<u>Loose Furnishings:</u> L1 Computer workstation furniture L2 Adjustable height bookshelves (24 LF) L3 Ergonomic task chairs L4 2, four-drawer file cabinets		<u>Electrical:</u> Duplex receptacles TVSS protected quad receptacle adjacent to data port Single-level switching Fluorescent lighting Illumination level: See Table 7600-16 Clock Central sound system	Div. 26
		<u>Communications:</u> T1 2 voice ports and phones T2 2 data ports T3 Data port for printer	Div. 27
		<u>Electronic Safety and Security:</u> Life safety devices per code	Div. 28
		<u>Miscellaneous:</u> M1 Computer M2 Printer	

NOTES:

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



GOAL:

- To provide space for the management and organization of media resources and processing of incoming materials

PROGRAM ACTIVITIES:

- Receiving, processing, and duplicating library materials
- Repairing damaged or worn materials
- Scanning and digitizing

SPATIAL RELATIONSHIPS:

- Behind circulation desk
- Adjacent and access to Office
- Adjacent and access to Reading/Stacks/Circulation

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Visual access to Reading/Stacks/Circulation
- Electrical outlets for equipment

CAPACITY:

- Media specialist

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Reading/Stacks/Circulation (H-MC-1)
- Office (H-MC-4)

NOTES:

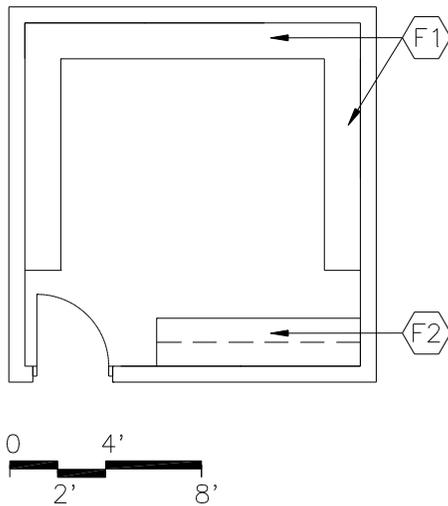
1. Loose furnishings and features shown represent one of many possible arrangements.

**WORKROOM
H-MC-5**

Spec. <u>Finishes¹:</u>	<u>Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Storage shelving: videotapes	105613
Base:		F2 Casework: Base/wall cabinets	123200
Resilient base	096519	F3 Casework: Tall storage	123200
Ceiling:		F4 Soap dispenser	102800
Suspended, acoustical	095113	F5 Towel dispenser	102800
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted concrete masonry units	042000 / 099123	Fire suppression system	
<u>Loose Furnishings:</u>		<u>Plumbing:</u>	Div. 22
L1 Paper cutter		Plumbing connections	
L2 Computer workstation furniture		Sink	
L3 Equipment table		<u>HVAC:</u>	Div. 23
L4 Chairs		Supply/return air system	
Wastebasket		Independent temperature control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Fax		Duplex receptacles	
M2 Printer		TVSS protected quad receptacle adjacent to data port	
M3 Scanner		Single-level switching	
M4 Computer		Fluorescent lighting	
M5 Video distribution equipment		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		<u>Communications²:</u>	Div. 27
		T1 Voice port and phone	
		T2 Data port near workstation	
		T3 Data port for printer and scanner	
		T4 Fax 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.

**GOAL:**

- To store equipment that is used in the Media Center and equipment/material used in other areas of the school

PROGRAM ACTIVITY:

- Storage of equipment and materials

SPATIAL RELATIONSHIP:

- Adjacent and access to Workroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation
- Security of room

CAPACITY:

N/A

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Workroom (H-MC-5)

NOTES:

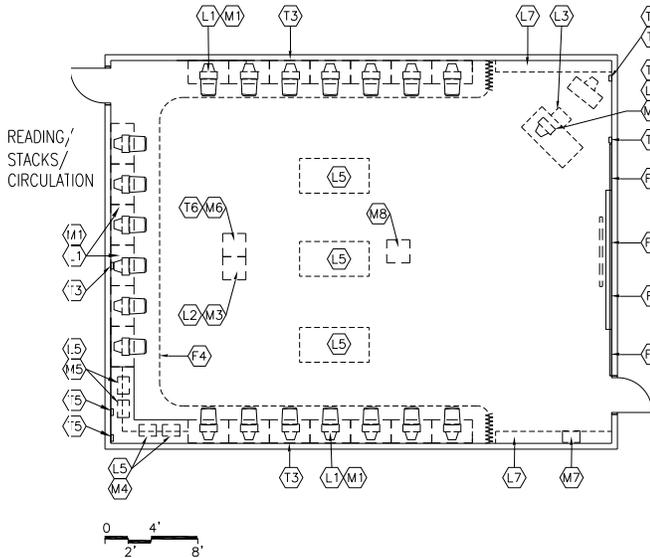
1. Loose furnishings and features shown represent one of many possible arrangements.

**EQUIPMENT STORAGE
H-MC-8**

Spec. <u>Finishes¹:</u>	<u>Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring: Resilient tile flooring	096519	Fixed Equipment: F1 Storage shelving F2 Casework: Base/wall cabinets	105613 123200
Base: Resilient base	096519		
Ceiling: Suspended, acoustical	095113	<u>Fire Suppression:</u> Fire suppression system	Div. 21
Walls: Painted concrete masonry units 042000 / 099123		<u>Plumbing:</u> N/A	
<u>Loose Furnishings:</u> N/A		<u>HVAC:</u> Supply/return air system	Div. 23
		<u>Electrical:</u> Duplex receptacles Single-level switching Fluorescent lighting Illumination level: See Table 7600-16 Security system	Div. 26
		<u>Communications:</u> N/A	
		<u>Electronic Safety and Security:</u> N/A	
		<u>Miscellaneous:</u> N/A	

NOTES:

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



CAPACITY:

- 10 students
- Teacher
- Community use after school hours

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Reading/Stacks/Circulation (H-MC-1)

GOAL:

- To provide a soundproof, properly lighted room for video productions, audio Recording, 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 and digitizing

SPATIAL RELATIONSHIP:

- Adjacent and access to Reading/Stacks/Circulation

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with an appropriate visual comfort level
- Adequate ventilation
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Special lighting for video production
- HVAC control separate from Media Center
- Provide separation between video production and other media production

NOTES:

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

MEDIA PRODUCTION AREA

<u>Finishes¹:</u>	Spec. Ref.#	<u>Features¹:</u>	Spec. Ref.#
Flooring:		Fixed Equipment:	
Carpet	096816	F1 Marker board (12 LF)	101100
		F2 Tack board (8 LF)	101100
Base:		F3 Manual projection screen	115213
Resilient base	096519	F4 Curtain	116143
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Painted concrete masonry units	042000 / 099123	N/A	
Acoustical wall treatments	098400	<u>HVAC:</u>	Div. 23
<u>Loose Furnishings:</u>		Supply/return air system	
L1 10 computer workstation furniture - student use		Independent temperature control	
L4 Printer table		<u>Electrical:</u>	Div. 26
L5 Scanner/equipment tables		Duplex receptacles	
L6 Computer workstation furniture for teacher use		TVSS protected quad receptacle	
L7 Adjustable-height bookshelves (24 LF minimum)		Adjacent to each data and video port	
<u>Miscellaneous:</u>		Multilevel switching	
M1 10 computers - student use		Track lighting with dimmer control	
M2 Computer - teacher use		Fluorescent/spotlighting	
M3 Projection device on cart	Div. 27	Illumination level: See Table 7600-16	
M4 Printers		Clock	
M5 Scanners		Central sound system	
M6 Video camera/monitor		<u>Communications:</u>	Div. 27
M7 Production and editing equipment		T1 Video port, monitor, VCR, and brackets	
M8 Ceiling mounted projector		T2 Voice port and phone	
		T3 10 data ports - student use	
		T4 Cable/MATV port	
		T5 2 data ports for printers and scanners	
		T6 Video port for camera	
		T7 Data port near teacher workstation	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

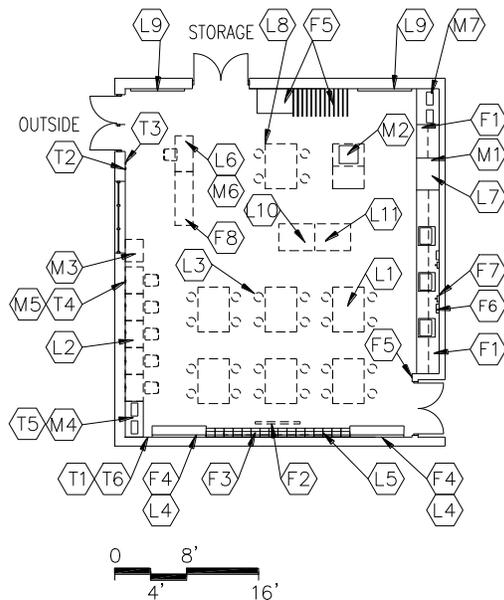
NOTES:

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

Visual Arts Space Requirements

Space	Design Guideline			Comments
	Qty.	S.F.	Total	
3D/2D Studio	1	1,300	1,300	
Storage	1	150	150	
Kiln	1	100	100	
Total			1,550	

Draft

**CAPACITY:**

- 24 students
- 1 teacher

ANCILLARY SPACES:

- Storage

GOAL:

- To provide a learning environment where students can learn two dimensional art and create their own art pieces

PROGRAM ACTIVITIES:

- Drawing/Painting
- Art history and culture
- Viewing of slides/DVDs/CD-Roms
- Reading, writing, and research using technology
- Matting and framing
- Digital Photography
- Cooperative group work
- Computer graphics and internet access

SPATIAL RELATIONSHIPS:

- Large double doors leading to outside
- Adjacent and access to storage
- Display space in adjacent corridor

ENVIRONMENTAL CONSIDERATIONS:

- Adjustable full-spectrum lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Double width doors (with removable mullion) to allow for moving of large equipment and projects.
- Windows to provide natural light and egress
- Electrical outlets for equipment
- Window treatment to darken room for AV presentations

TECHNOLOGY

- See regular classroom

BUILT-IN EQUIPMENT

- Sinks (3) shall be stainless steel and equipped with mixing faucets with hot and cold water.
- The sinks shall be in counters (26 in. wide) and far enough apart to allow several students around each sink.
- A heavy-duty ceiling grid system is required for mounting of mobiles, macramé, etc.
- A marker board (4 ft. X 16 ft.) and bulletin board (4 ft. X 16 ft.)
- 80" w x 60" h video format screen with black masking borders
- The floor covering shall be VCT and of a color that will not show stains easily.
- Provide a lockable teacher's wardrobe cabinet.
- Storage for painting racks should line one wall (approximately 25 linear feet). Cabinet and shelf storage for objects should line another wall with flat storage under the counter.

NOTES:

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

2-D/3D STUDIO

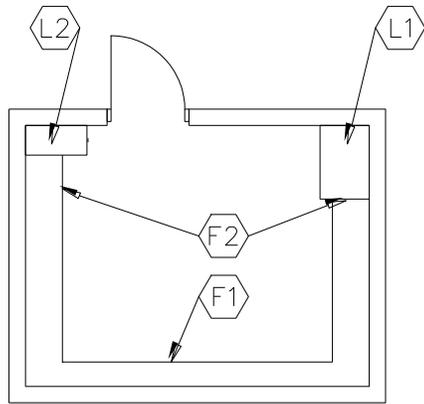
H-VA-1

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Fire Suppression:</u>	
Flooring:		Fire suppression system	Div. 21
Resilient tile flooring	096519	<u>Plumbing:</u>	Div. 22
Base:		Plumbing connections	
Resilient base	096519	Large, deep sinks	
Ceiling: (12' high minimum to deck)		Services for air compressor	
Exposed structure, painted	099123	<u>HVAC:</u>	Div. 23
Walls:		Supply/return air system	
Painted concrete masonry units	042000 / 099123	Independent temperature control	
Tackable wall surface	101100	Exhaust for hood	
<u>Loose Furnishings:</u>		<u>Electrical:</u>	Div. 26
L1 5 worktables		Fluorescent lighting	
L2 Computer workstations		Illumination level: See table 7600-16	
L3 20 stools		Movable track lighting	
L4 Adjustable height bookshelves (24 LF)		Multilevel switching	
L5 Project storage lockers (10" x 15" x 20")		Duplex receptacles	
L6 Teacher desk and chair		3 per primary teaching wall	
L7 Spray booth with exhaust		2 per other walls	
L8 Additional worktable and stools		TVSS protected quad receptacle adjacent to each data and video ports	
L9 Movable art display panels to be used for art room and other areas of the school		Central sound system	
L10 Light table		Clock	
L11 Worktable		<u>Communications</u>	Div. 27
Large trash bins with lids		T1 1 video and voice port	
Recycling bins		T3 1 data port near teacher workstation	
<u>Features¹:</u>		T4 5 data ports (minimum) for student use	
<u>Fixed Equipment:</u>		T5 1 data ports for printer	
F1 Casework:		T6 Cable/MATV port	
Base/wall cabinets and shelving	123200	Video projector	
F2 Manual projection screen	115213	<u>Electronic Safety and Security:</u>	Div. 28
F3 Marker board/Chalk board (16 LF)	101100	Life safety devices per code	
F4 Tack board (12 LF)	101100	<u>Miscellaneous:</u>	
F5 Casework:	123200	M1 Compressor for air brush and spray painting	
Paper storage		M2 Projection device on cart	
Vertical files (30" x 40" work)		M3 TV/VCR on cart	
F6 Towel dispenser	102800	M4 2 printers	
F7 Soap dispenser	102800	M5 5 computers for student use	
F8 Casework:		M6 1 computer for teacher use	
Demonstration table	123200	Drawing boards, art easels	
		Mat cutter, paper cutter	
		M7 Countertop exhaust hood	

NOTES:

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

STORAGE H-VA-4



CAPACITY:

- Teachers
- Students

SIZE:

- 150 SF

ANCILLARY SPACES:

- 2-D Studio
- 3-D Studio

GOAL:

- To provide secure and adequate space to store art supplies, portable equipment, technology peripherals, and materials

PROGRAM ACTIVITIES:

- Storage of equipment, supplies, and projects

SPATIAL RELATIONSHIPS:

- Adjacent and access to 2-D Studio
- Adjacent and access to 3-D Studio

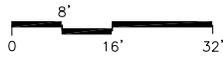
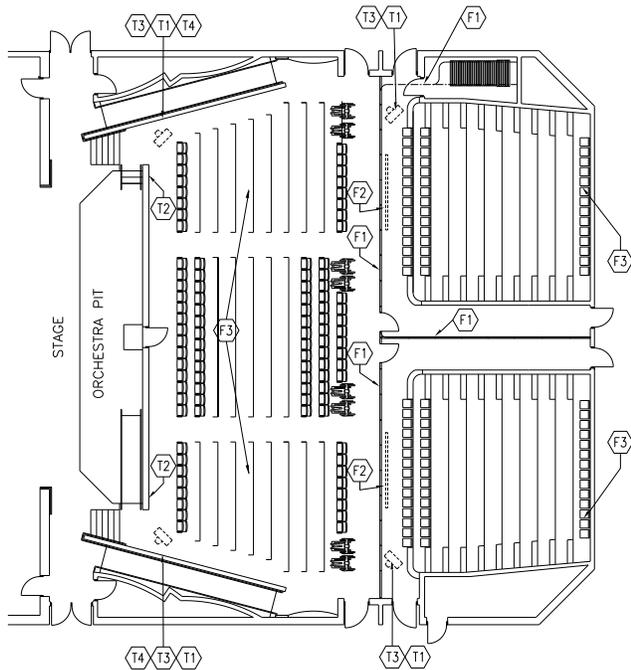
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Adequate ventilation
- Door with large vision panel

Performing Arts Space Requirements

Space	Design Guideline			Comments
	Qty.	S.F.	Total	
Auditorium (only if already existing)				
Lobby	1	700	700	SF to remain as is
Auditorium (500 seats)	1	10 per person	5,000	Seating and SF to remain as is.
Auditorium Stage (inc. wing)	1	1,800	1,800	SF to remain as is
Ticket Booth/Box Office	1	75	75	
Sound and Light Control Room	1	125	125	
Chair/Piano Storage	1	200	200	
Performance Support			0	
Scene Shop/storage	1	400	400	
Costume/Prop Room	1	200	200	
Make-up/Dressing Room	2	200	400	
General Music			0	
General Music	1	1,800	1,800	
Uniform Storage	1	200	200	
Instrument Storage	1	300	300	
Keyboarding/practice rm.	1	400	400	
Practice Rooms	2	varies	150	
Total			11,750	

**PERFORMING ARTS
AUDITORIUM**



CAPACITY:

- Students
- Teachers
- Community

SIZE:

- Varies

ANCILLARY SPACES:

- Stage
- Ticket Booth/Box Office
- Sound and Light Control Box

ENVIRONMENTAL CONSIDERATIONS:

- Optimize sound qualities

GOAL:

- To provide a flexible performance venue and large technology intensive multi-purpose instructional space.

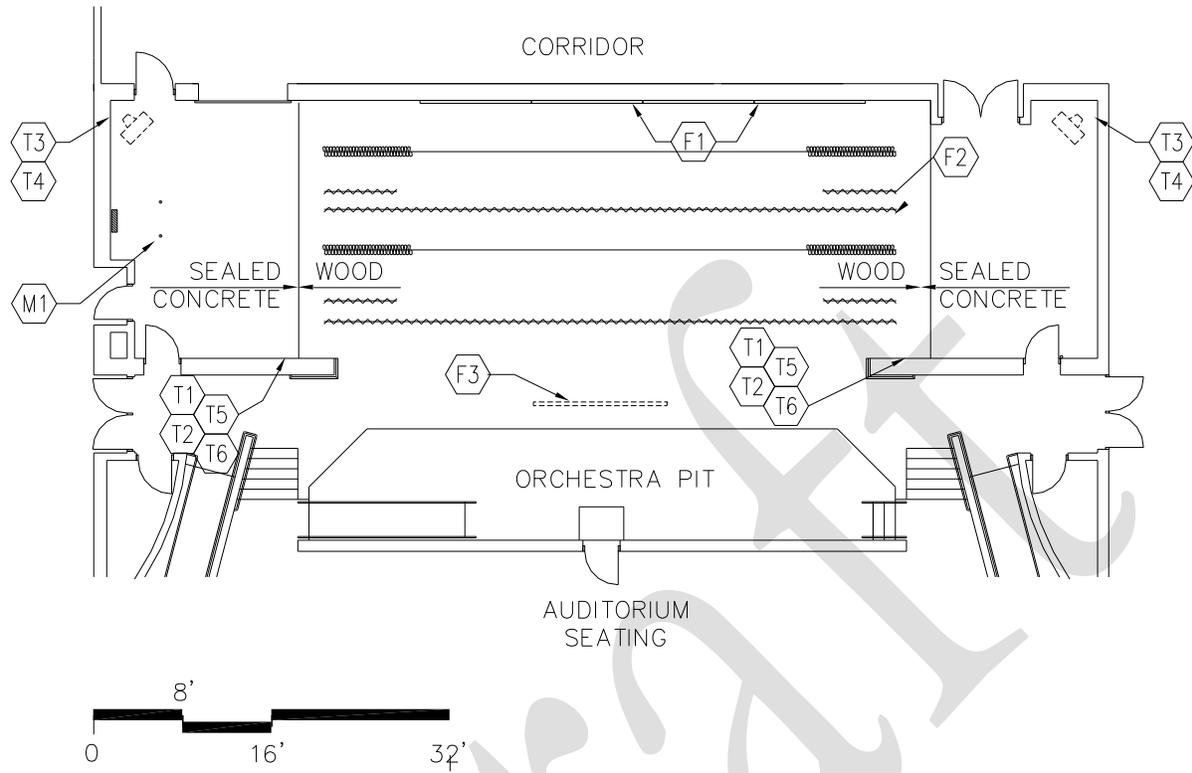
PROGRAM ACTIVITIES:

- Theatrical, dance, and musical productions
- Student assemblies
- Lectures
- Distance Learning
- Community programs and events

SPATIAL RELATIONSHIPS:

- Convenient access to visitor parking
- Opens into lobby with ticket booth, public restrooms, and a public entrance with drop-off
- All facilities in this area must have easy access to the rest of the school, with capability to be closed off from all parts of the school during evenings for security

STAGE



CAPACITY:

- Students
- Teachers
- Parents/Volunteers
- Members of the community
- Traveling productions

SIZE:

- Varies

ANCILLARY SPACES:

- Scene Shop
- Costume/Prop room
- Make Up/Dressing Room

GOAL:

- To provide space for student performances

PROGRAM ACTIVITIES:

- Theatrical/musical performances
- Student assemblies and award programs
- Traveling productions
- Community use

SPATIAL RELATIONSHIPS:

- Locate adjacent to other Performance Support Areas
- Near public restrooms
- Near visitor parking
- Corridor access at rear of stage

ENVIRONMENTAL CONSIDERATIONS:

- Environmental sound control
 - Wall minimum: STC 56
 - Roof minimum: STC 45
- Possible operable partition between Stage and Auditorium Seating

NOTES:

1. Design Professional and/or theatre/acoustical consultant shall confirm auditorium finishes/features and performance criteria with District of Columbia Public School's Performing Arts personnel.

STAGE (con.)

Finishes:

Flooring:

Wood flooring

Ceiling:

Painted exposed structure

Walls:

Painted concrete masonry units

Loose Furnishings

Upright piano

Mobile folding risers

Podium

Orchestra shell (optional)

Communications

3 data ports on stage

one in center of stage apron

Voice port and telephone

Cable/MATV port

Video port, monitor, VCR,

And bracket

Microphone port

Jacks for sound system

in apron at front of stage

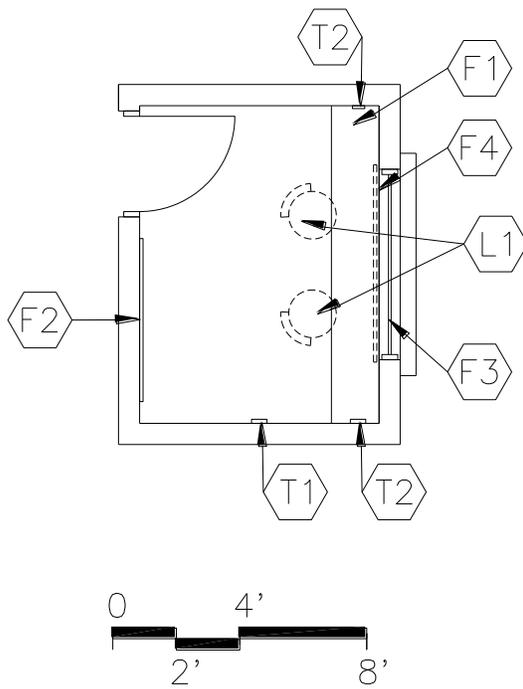
Fixed Equipment:

F1 Mirrors

F2 Theater and stage equipment

F3 Motorized projection screen

TICKET BOOTH/BOX OFFICE



CAPACITY:

- Ticket Sellers

SIZE:

- 75 SF

ANCILLARY SPACES:

- TBD

GOAL:

- To provide a space for ticket sales

PROGRAM ACTIVITY:

- Selling tickets

SPATIAL RELATIONSHIPS:

- Located in Lobby adjacent to Auditorium
- Lockable window into corridor

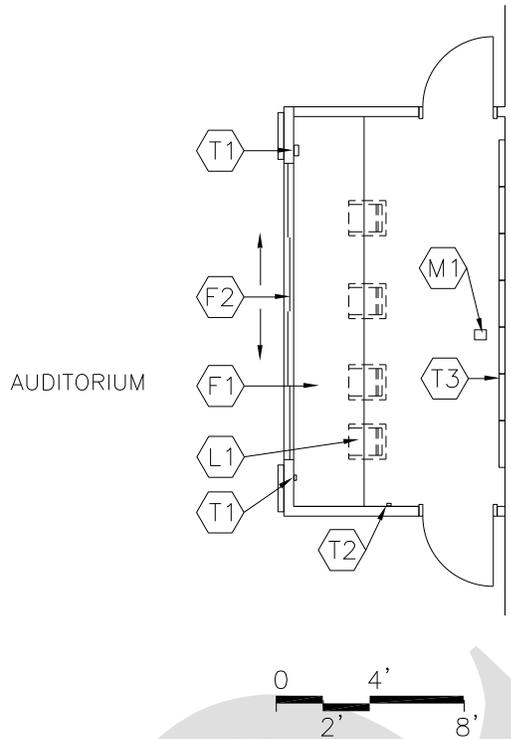
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation
- Electrical outlets for equipment

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability

SOUND AND LIGHT CONTROL



CAPACITY:

- 3 - 5 Students
- Teacher

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Auditorium

GOAL:

- To provide space for the equipment needed to operate the sound, lighting, and projection equipment for the auditorium

PROGRAM ACTIVITIES:

- Operation of the technical support for performances
- Teaching of Technical Theater

SPATIAL RELATIONSHIPS:

- Behind and above last row of auditorium seating

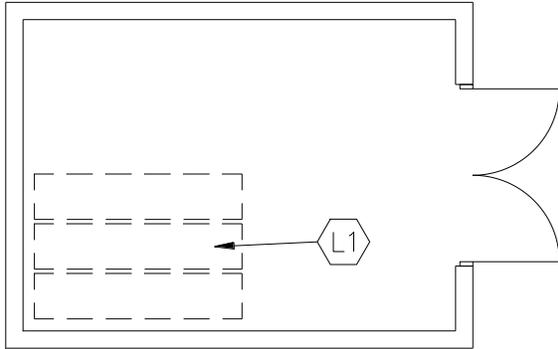
ENVIRONMENTAL CONSIDERATIONS:

- Unobstructed view of stage at all times
- Uniform Lighting
- Task lighting
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 55
 - Ceiling minimum: CAC 45
- Sound proof HVAC system
- Consider sound transfer into Auditorium during performances
- Handicapped accessible

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability

CHAIR STORAGE



CAPACITY:
N/A

SIZE:
• 200 SF

ANCILLARY SPACES:
• Auditorium (H-PA-1)

GOAL:

- To provide a secure area for storing and retrieving chairs

PROGRAM ACTIVITY:

- Storage for chairs

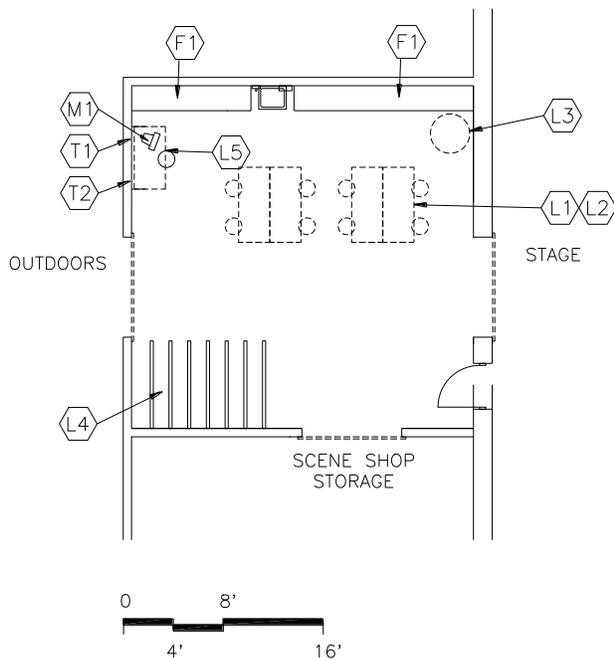
SPATIAL RELATIONSHIP:

- Near auditorium orchestra pit

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Wide double door opening

SCENE SHOP/STORAGE



CAPACITY:

- Up to 15 students
- Drama Teacher

SIZE:

- Varies

ANCILLARY SPACES:

- Stage
- Scene Shop Storage

Note: All support spaces are desirable but not a priority if they cannot be located near the auditorium.

GOAL:

- To provide an area for construction of sets, flats, and scenery for production

PROGRAM ACTIVITIES:

- Painting
- Cutting wood
- Hammering nails

SPATIAL RELATIONSHIPS:

- Adjacent and access to Stage
- Adjacent and access to Scene Shop Storage
- Outside access (if feasible)

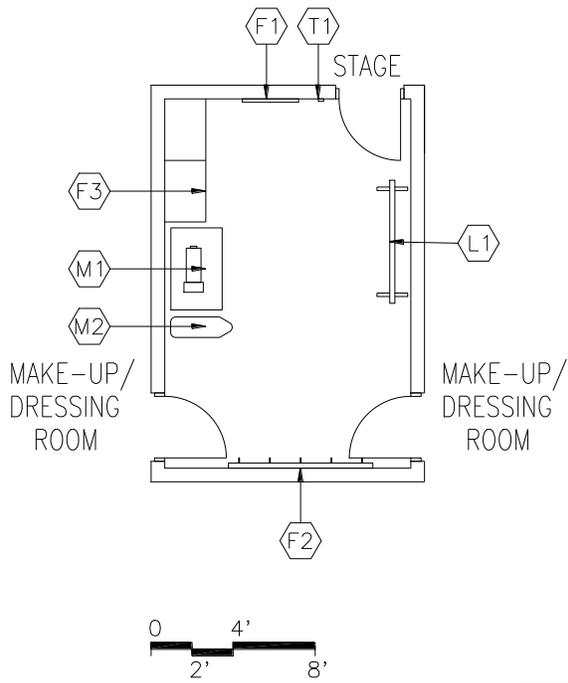
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Adequate ventilation and dust collection
- Minimum 20' clear ceiling height
- Doors should be 15' clear height and 10' wide to allow for moving flats to stage
- Electrical outlets for equipment
- Open floor space to allow for construction

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability

COSTUME ROOM



GOAL:

- To provide a secure area for storing and retrieving costumes

PROGRAM ACTIVITY:

- Storage for costumes

SPATIAL RELATIONSHIPS:

- Adjacent to Make Up/Dressing Room

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation

CAPACITY:

- Students
- Staff

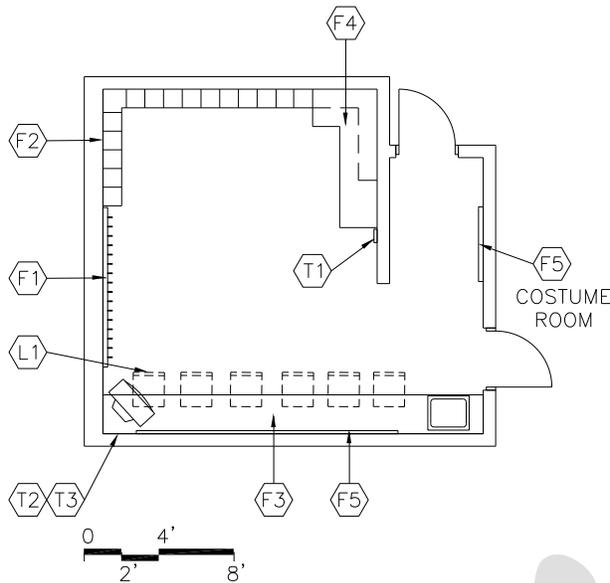
SIZE:

- Varies

ANCILLARY SPACE:

- Make Up/Dressing Room

MAKE UP/DRESSING ROOM



CAPACITY:

- 10-15 students

SIZE:

- Varies

ANCILLARY SPACES:

- Costume Room

GOAL:

- To provide a space for performers to change into their costumes and put on make-up to prepare for performances

PROGRAM ACTIVITIES:

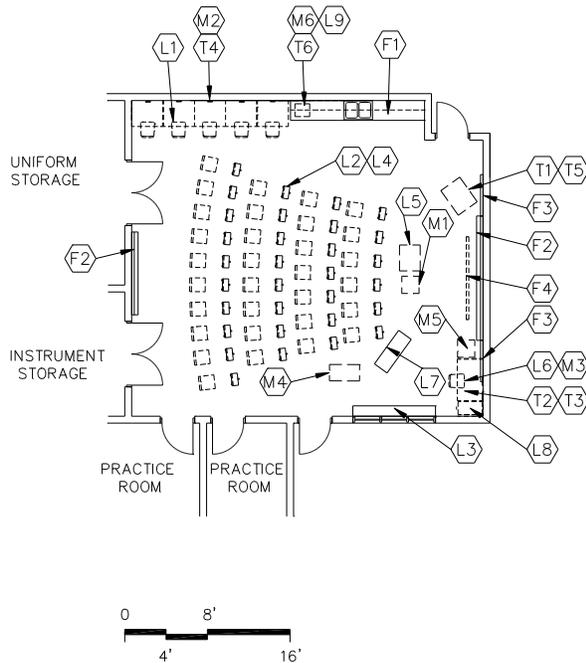
- Putting on make-up
- Changing clothes
- Physical warm-up before performances
- Doubles as a green room

SPATIAL RELATIONSHIPS:

- Adjacent to Drama Room
- Near Restrooms
- Locate behind stage
- Adjacent and access to Costume Room
- Near Prop Room
- Adjacent to Scene Shop Storage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Surround lighting at make-up stations



CAPACITY:

- Up to 30 Music students
- Teacher

SIZE:

- 1,800 SF

ANCILLARY SPACES:

- Uniform Storage (H-PA-11)
- Instrument Storage (H-PA-12)
- Practice Room

GOAL:

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

PROGRAM ACTIVITIES:

- Individual and small group practices
- Performance
- Instruction
- Keyboarding
- Independent study

SPATIAL RELATIONSHIPS:

- Near Art Suite Office
- Adjacent and access to Practice Rooms
- Adjacent and access to Uniform Storage
- Adjacent and access to Instrument Storage

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 50
Ceiling minimum: CAC 35
- Acoustical wall treatments
- Electrical outlets for equipment
- Adequate ventilation
- Appropriate acoustical treatment
- Non-parallel surfaces (walls/ceiling) for acoustical benefits
- Sound seals on doors

NOTES:

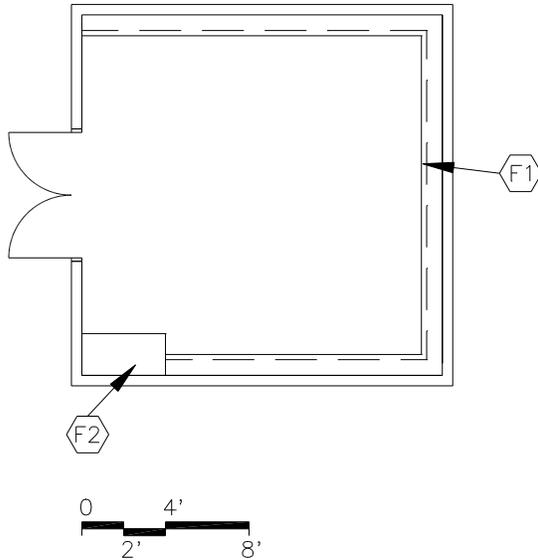
1. Loose furnishings and features shown represent one of many possible arrangements.
2. Where non-parallel walls are used, the layout shall not create concealed areas.

MULTIPURPOSE MUSIC ROOM

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u> Carpet	096816	<u>Fixed Equipment:</u> F1 Casework: Base/wall cabinets	123200
<u>Base:</u> Resilient base	096519	F2 Marker board (24 LF) 1/2 with staff lines	101100
<u>Ceiling (15' high minimum):</u> Suspended, acoustical	095113	F3 Tack board (16 LF minimum)	101100
<u>Walls:</u> Painted concrete masonry units or dry wall		F4 Manual projection screen	115213
<u>Loose Furnishings:</u> L1 3-5 computer workstations and chairs L2 Portable choral risers with rails L3 Adjustable height bookshelves (24 LF) L4 30 music posture chairs L5 Conductor podium, chair and stand L6 Teacher desk and chair L7 Upright piano L8 Four-drawer file cabinet		<u>Fire Suppression:</u> Fire suppression system	Div. 21
<u>Miscellaneous:</u> M1 Projection device on cart M2 3-5 computers-student use M3 Computer teacher use M4 MIDI synthesizer M5 A/V recording/playback equipment Audio enhancement equipment	Div. 27	<u>Plumbing:</u> N/A	
<u>Electronic Safety and Security:</u> Life safety devices per code	Div. 28	<u>HVAC:</u> Div. 23 Supply/return air system Independent temperature control	
		<u>Electrical:</u> Div. 26 Duplex receptacles: 3 per primary teaching wall At least 2 per other walls 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 Electronic white board	
		<u>Communications:</u>	Div. 27
		T1 Cable/MATV port T2 Voice port and phone T3 Data port near teacher workstation T4 5 data ports for student use T5 Video port, monitor, VCR, and brackets T6 Data port for printer	

NOTES:

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

UNIFORM STORAGE**H-PA-11****GOAL:**

- To provide secure and adequate storage for uniforms

PROGRAM ACTIVITY:

- Storing and accessing uniforms

SPATIAL RELATIONSHIP:

- Adjacent and access to Multipurpose Music Classroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation

CAPACITY:
N/A

SIZE:
• 200 SF

ANCILLARY SPACES:
• Multipurpose Music Room (H-PA-10)

NOTES:

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

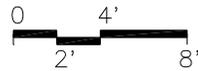
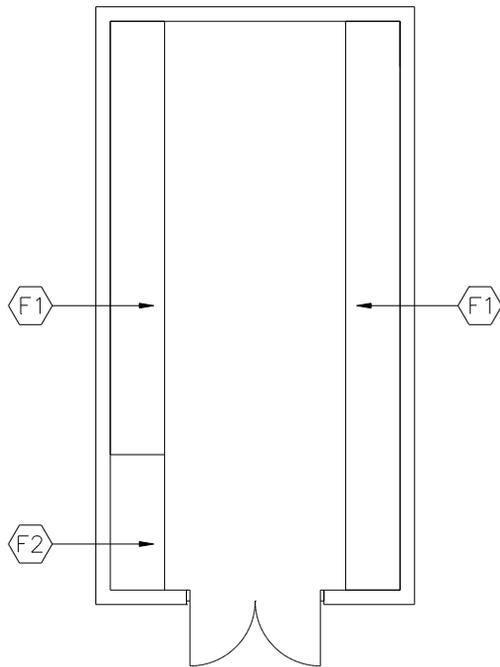
UNIFORM STORAGE
Multipurpose Music
H-PA-11

CHAPTER 6: HIGH SCHOOLS

	Spec. Ref.#		Spec. Ref.#
<u>Finishes</u> ¹ :		<u>Features:</u>	
Flooring:		<u>Fixed Equipment:</u>	
Resilient tile flooring	096519	F1 Closet shelving double rods	062023
Base:		F2 Casework:	
Resilient base	096519	Tall cabinet	123200
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Painted concrete masonry units	042000 / 099123	N/A	
		<u>HVAC:</u>	Div. 23
		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>	
		N/A	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

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

INSTRUMENT STORAGE**PA-12**

CAPACITY:
N/A

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Multipurpose Music Room (H-PA-10)

GOAL:

- To provide secure and adequate storage for instruments

PROGRAM ACTIVITY:

- Storage of instruments

SPATIAL RELATIONSHIP:

- Adjacent and access to Multipurpose Music Classroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation

NOTES:

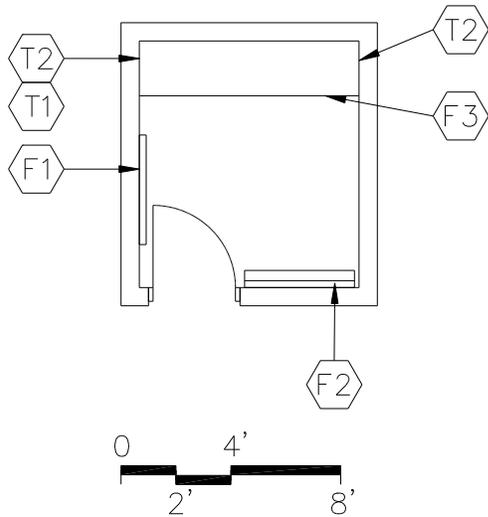
1. Loose furnishings and features shown represent one of many possible arrangements.

INSTRUMENT STORAGE

	<u>Spec. Ref.#</u>	<u>Features:</u>	<u>Spec. Ref.#</u>
<u>Finishes</u> ¹ :		<u>Fixed Equipment:</u>	
<u>Flooring:</u>		F1 Storage Shelving	105613
Resilient tile flooring	096519	F2 Casework:	
		Tall cabinets	123200
<u>Base:</u>			
Resilient base	096519		
<u>Ceiling:</u>		<u>Fire Suppression:</u>	Div. 21
Suspended, acoustical	095113	Fire suppression system	
<u>Walls:</u>		<u>Plumbing:</u>	
Painted concrete masonry units	042000 / 099123	N/A	
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
N/A		Supply/air return 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>	
		N/A	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

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

PRACTICE ROOM**H-PA-14****GOAL:**

- To provide an area for individual student practice and rehearsals

PROGRAM ACTIVITY:

- Practice

SPATIAL RELATIONSHIP:

- Adjacent and access to Multipurpose Music Classroom

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 50
Ceiling minimum: CAC 35
- Adequate ventilation

CAPACITY:

- 1 – 2 students
- Teacher

SIZE:

- 75 SF

ANCILLARY SPACES:

- Multipurpose Music Room (H-PA-10)

NOTES:

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

PRACTICE ROOM

	Spec. Ref.#	Features:	Spec. Ref.#
<u>Finishes¹:</u>			
<u>Flooring:</u>			
Carpet	096816	<u>Fixed Equipment:</u>	
		F1 Tack board (4 LF)	101100
		F2 Marker board (4 LF)	101100
<u>Base:</u>		F3 Casework:	
Resilient base	096519	Base cabinets (6 LF)	123200
<u>Ceiling:</u>			
Suspended, acoustical	095113	<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
<u>Walls:</u>			
Painted concrete masonry units	042000 / 099123	<u>Plumbing:</u>	
Acoustical Wall Treatment		N/A	
(varies with geometry of room)	098400		
<u>Loose Furnishings:</u>			
N/A		<u>HVAC:</u>	Div. 23
		Supply/return air system	
		<u>Electrical:</u>	Div. 26
		Duplex receptacles	
		Single-level switching	
		Fluorescent lighting:	
		Illumination level: See Table 7600-16	
		Central sound system	
		TVSS protected quad receptacle	
		adjacent to each data port	
		<u>Communications:</u>	Div. 27
		T1 Voice port and phone	
		T2 2 data ports	17160
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		N/A	

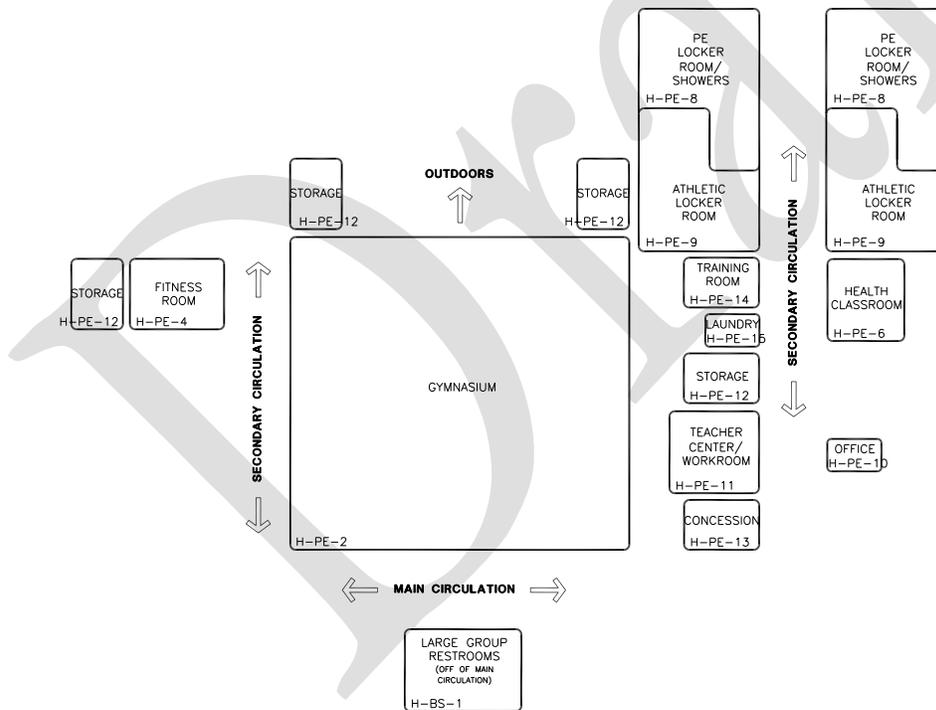
NOTES:

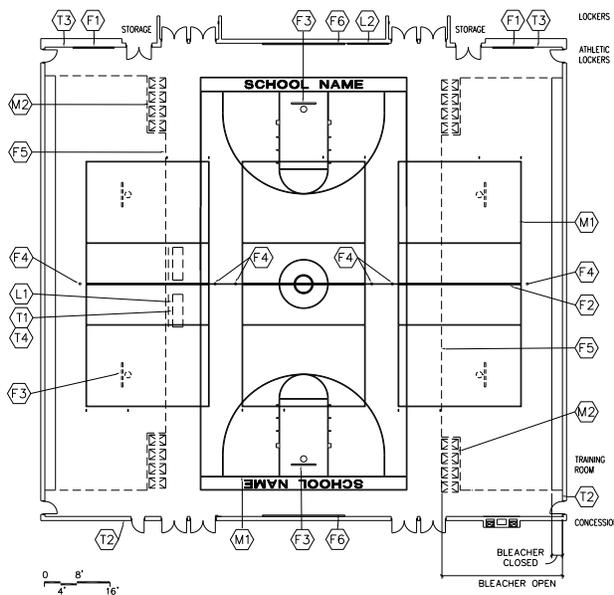
1. Loose furnishings and features shown represent one of many possible arrangements.

Physical Education Space Requirements

Space				Comments
	Qty.	S.F.	Total	
Gymnasium	1	11,750	11,750	Or SF as is
Fitness/weight Room	1	1,600	1,600	If feasible
PE/Athletic Locker Room/Showers	2	1,200	2,400	Male and female
Dept. Office	1	150	150	
Workroom/coaches offices	1	400	400	
Storage	2-4	varies	800	
Concession	1	200	200	
Training Room	1	400	400	Includes office
Laundry	1	150	150	
Total			17,850	

The gymnasium floor should meet DCPS guidelines to provide for one regulation size court that can be divided (curtain) to provide two half-size courts. If feasible, seating should be able to house the entire school population of 500 students in bleachers.



GYMNASIUM**CAPACITY:**

- Students
- Teachers and staff
- Community

SIZE:

- Varies

ANCILLARY SPACES:

- Athletic Lockers
- Storage
- Training Room

GOAL:

- To serve as physical education facility during the school day, a practice and recreation area during non-school hours

PROGRAM ACTIVITIES:

- Physical education classes, lectures/teaching
- Interscholastic competition and daily practices
- Community programs and activities, secured for after hour use

SPATIAL RELATIONSHIPS:

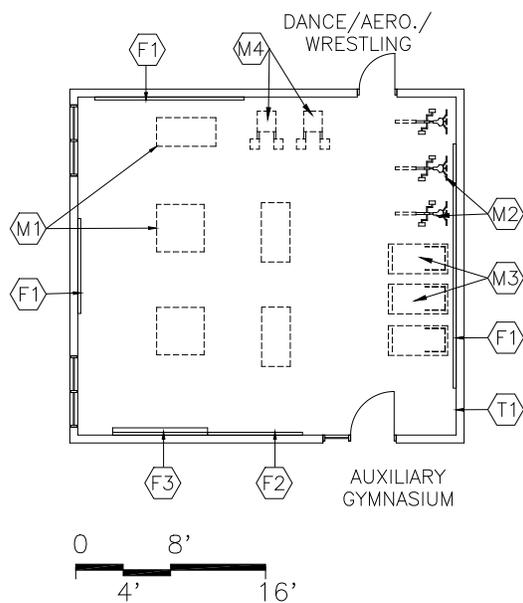
- Near PE Locker Room/Showers
- Near outdoor athletic fields
- Near visitor parking and public and family restrooms (inside security gates)

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with multilevel controls
- Environmental sound control:
Wall minimum: STC 50
- Clear height of 25' from floor to nearest obstruction
- Must be able to isolate the gymnasium from the rest of the school after hours
- Electrical outlets for equipment
- Drinking fountain in adjacent corridor
- Capacity of bleachers shall be minimum of the student capacity plus staff (if feasible)

BUILT-IN EQUIPMENT

- A quality P/A sound system to service the gymnasium shall be provided.
- The walls and ceilings will require acoustical treatment.
- Padding on walls behind the goals and on the backboards shall be provided.
- Some tack strips on the walls are required to fasten banners
- The gymnasium will require Glass lexon basketball backboard (2), with break-away rims, forward swing, main court, Fiberglass basketball backboard (4), forward swing, side, cross court
- Each backboard (6) is to be raised and lowered electrically and shall retract away from bleachers.
- The gymnasium will require a multi-sport scoreboard.
- The gymnasium includes a 50 x 94 ft. basketball court with 6' safety perimeter on the sides and 8' safety perimeter on the ends.
- Provide block outs for three sets of volleyball standards and nets.
- The bleacher seating shall be electrically operated and fold back to provide a flat surface.
- Clock (with protective cage)

FITNESS ROOM**GOAL:**

- To serve as a physical education teaching area, athletics support space and a wellness/workout area for students and community members.

PROGRAM ACTIVITIES:

- Physical education classes learning to develop muscular, respiratory, and cardiovascular systems
- Weight room for athletes

SPATIAL RELATIONSHIPS:

- Adjacent and access to Dance/Aerobics/Wrestling Room
- Near entrance to building
- Near parking area
- Must be able to isolate the Fitness Room from the rest of the school after hours

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Flexibility of space
- Adequate ventilation
- Electrical outlets for equipment
- Windows to provide natural light

CAPACITY:

- Up to 24 persons

ANCILLARY SPACES:

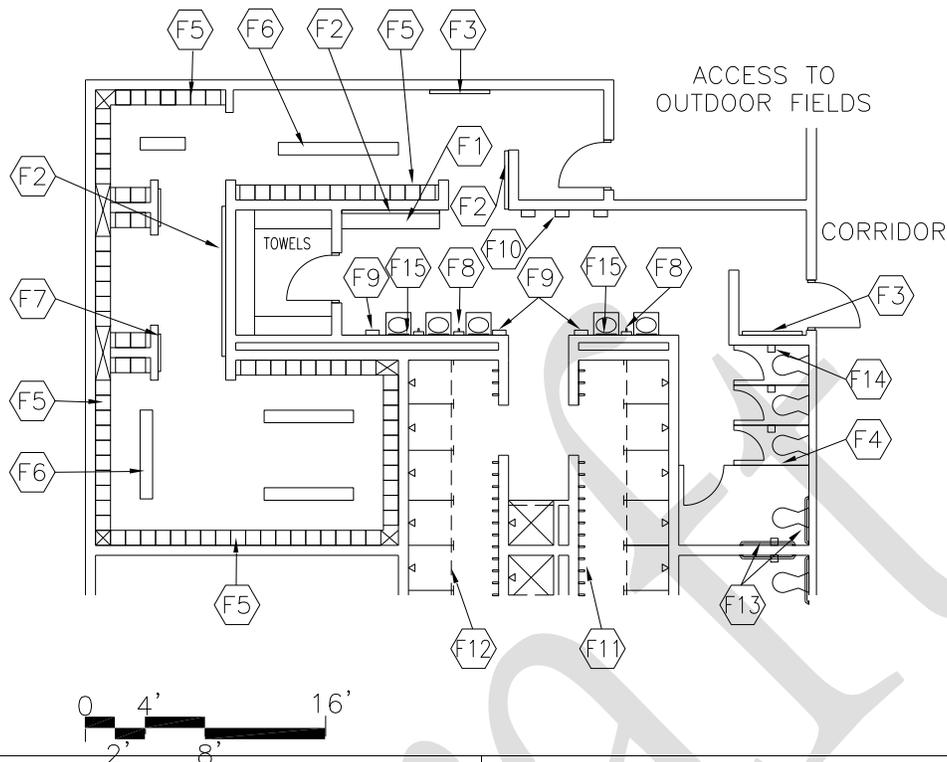
- Dance/Aerobics room

FITNESS ROOM

FINISHES¹:		Spec. Ref.#	Features:		Spec. Ref.#
Flooring:			Fixed Equipment:		
	Resilient athletic flooring	096566	F1	Mirrors (one wall)	088000
Base:			F2	Tack board (8 LF)	101100
	Resilient base	096519	F3	Marker board (8 LF)	101100
Ceiling:				Ceiling fans	
	Painted exposed structure	099123	Fire Suppression:		Div. 21
Walls:				Fire suppression system	
	Painted concrete masonry units	042000 / 099123	HVAC:		Div. 23
Loose Furnishings:				Supply/return air system	
M3/4	Aerobic equipment (Ellipticals and treadmills)			Independent temperature control	
M1:	Weight machines		Electrical:		Div. 26
	Loose weights/benches			Duplex receptacles	
	Mats			Multilevel switching	
				High intensity discharge lighting:	
				Illumination level: See Table 7600-16	
				Clock	
				Central sound system	
			Communications:		Div. 27
			T1	Voice port and phone	
			Electronic Safety and Security:		Div. 28
				Life safety devices per code	
			Miscellaneous:		
			M1	Exercise equipment	

NOTES:

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

PE LOCKER ROOM / SHOWERS**H-PE-8****CAPACITY:**

- 30-40 students
- Others as appropriate

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Gymnasium (H-PE-2)
- Athletic Lockers (H-PE-9)

GOAL:

- To provide a safe and clean area for students to change, store clothes, and shower

PROGRAM ACTIVITIES:

- Change clothing
- Showering
- Clothing storage
- Minor medical treatment

SPATIAL RELATIONSHIPS:

- Adjacent and access to Athletic Lockers
- Adjacent and access to Gymnasium
- Access to the outdoor fields

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation/exhaust
- Cleanable building surfaces
- Locate lockers on wall in vestibule outside of toilet shower room
- Towel storage in adjacent area

NOTES:

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

PE LOCKER ROOM / SHOWERS

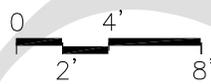
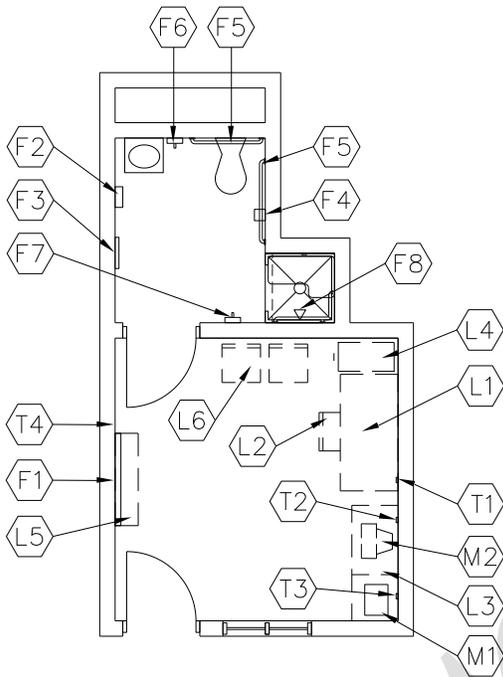
H-PE-8

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		Fixed Equipment:	
Ceramic tile	093000	F1 Narrow counter	064123
Base:		F2 Mirrors 088000	101100
Lockers: Structural glazed		F3 Tack board (8 LF)	102113
facing tile base	042000	F4 Toilet partitions	105113
Resilient base	096519	F5 Athletic lockers:	
Ceiling:		30 - perimeter	
Painted portland cement plaster	092400 / 099123	55 - individual	
Suspended, acoustical	095113	F6 Benches	105113
Walls:		F7 24" x 60" mirror	102800
Lockers: Structural glazed facing tile	042000	F8 Soap dispenser	102800
Epoxy-painted concrete		F9 Towel dispenser	102800
masonry unit	042000 / 099123	F10 Hand / hairdryers	
Toilets/showers: Structural glazed		F11 Towel hooks	102800
facing tile	042000	F12 Shower curtain and rod	102800
Ceramic tile	093013	F13 36" and 42" grab bars	102800
Loose Furnishings:		F14 Toilet tissue holders	102800
Wastebaskets		F15 16" x 24" mirror	102800
Hamper		<u>Fire Suppression:</u>	Div. 21
Communications:		Fire suppression system	
N/A		<u>Plumbing:</u> Div. 22	
Electronic Safety and Security:	Div. 28	Wall-mounted water closets	
Life safety devices per code		Wall-mounted lavatories	
Miscellaneous:		Wall-mounted urinals (only in male restrooms)	
N/A		ADA shower controls and head	
Electrical: Div. 26		Shower fixtures	
Duplex receptacles		Plumbing connections	
Single level switching		Sink	
Fluorescent lighting		Floor drains - in locker area, toilet area, and showers	
Illumination level: See Table 7600-16		<u>HVAC:</u> Div. 23	
Clock		Supply/return air system	
Central sound system		Exhaust air system	
		Independent temperature for each area (locker area, restroom area, shower area)	
		Humidity controls	

NOTES:

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

DEPARTMENT OFFICES



CAPACITY:

- 1-2 Teachers
- Student teachers

SIZE:

- 150-250 SF

ANCILLARY SPACES:

N/A

GOAL:

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

PROGRAM ACTIVITIES:

- Scheduling
- Planning
- Ordering
- Maintaining records
- Meeting

SPATIAL RELATIONSHIP:

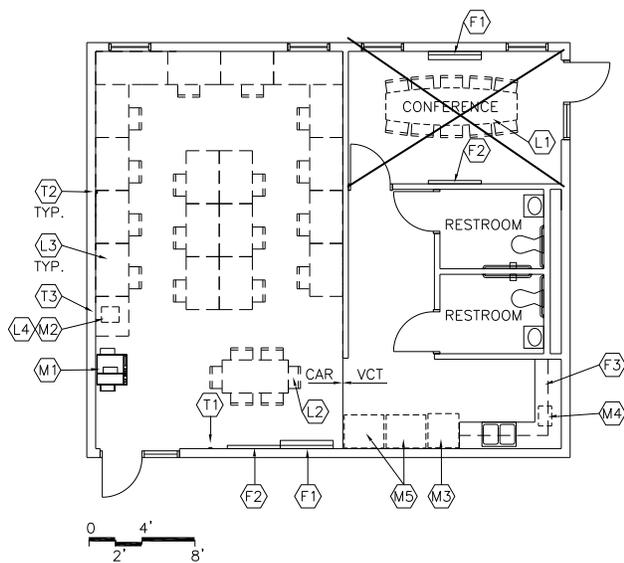
- Near Locker Rooms/Showers

ENVIRONMENTAL CONSIDERATIONS:

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

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability

COACHES//WORKROOM**CAPACITY:**

- Coaches
- Teachers

SIZE:

- Varies

ANCILLARY SPACES:

N/A

GOAL:

- To provide space for teachers and coaches to carry out their administrative duties, prepare materials for class, access the Internet, lock up personal items, and to socialize and relax

PROGRAM ACTIVITIES:

- Store files (floating teachers or shared department files)
- Grade papers
- Enter and access data
- Prepare lessons using computer, video, and other resources
- Contact community resources via telephone and e-mail
- Socializing and relaxing
- Eating lunch

SPATIAL RELATIONSHIPS:

- Near PE spaces
- Contains restrooms, kitchenette, shared workstations and conference room

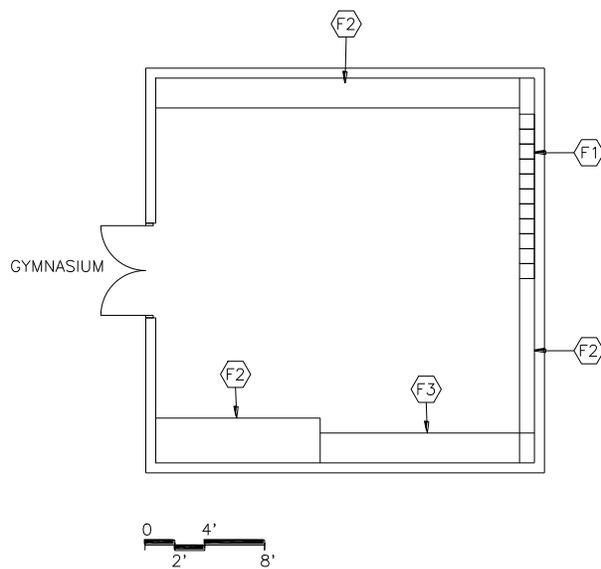
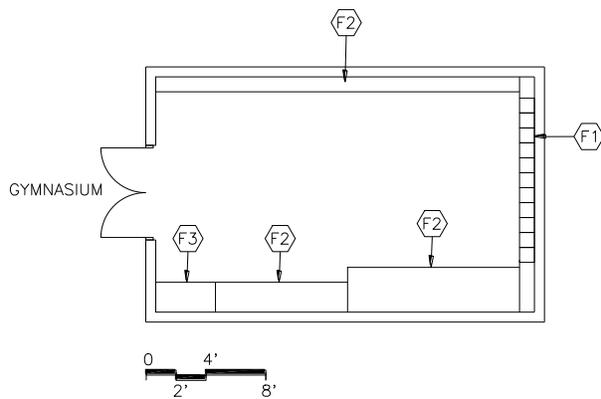
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light and egress
- Ventilation for kitchenette

TECHNOLOGY AND BUILT-IN EQUIPMENT

- See teachers' work rooms

STORAGE



GOAL:

- To provide space to adequately store PE and athletic equipment (PE and athletic equipment needs to be stored separately)

PROGRAM ACTIVITIES:

- Storage for equipment
- Storing sound system and other equipment in the physical education/athletic area

SPATIAL RELATIONSHIPS:

- Adjacent and access to Gymnasium
- Adjacent and access to Auxiliary Gymnasium
- Near PE areas

ENVIRONMENTAL CONSIDERATIONS:

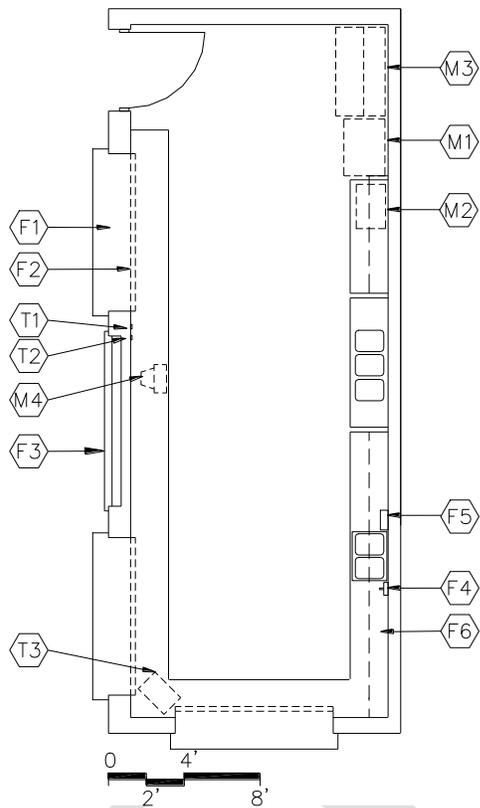
- Climate control to dry uniforms and other equipment which get wet during use
- Separate storage areas for inactive sports, physical education, and athletics
- Uniform lighting
- Open space
- Provide secure storage
- Flexibility of storage use

CAPACITY:
N/A

SIZE:
• Varies

ANCILLARY SPACES:

- Gymnasium (H-PE-2)
- Auxiliary Gymnasium (H-PE-3)

CONCESSIONS**CAPACITY:**

- Students
- Patrons

SIZE:

- Varies

ANCILLARY SPACES:

N/A

GOALS:

- To provide space for the public to purchase refreshments and tickets during events
- To provide display areas to celebrate triumphs of the school
- To provide a location for a video trophy case

PROGRAM ACTIVITIES:

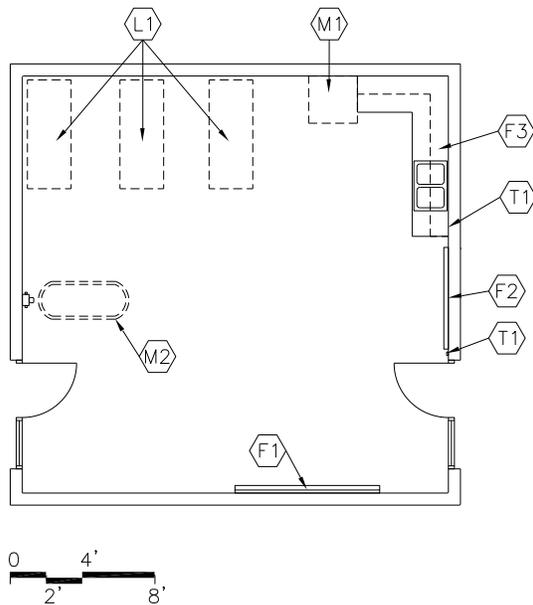
- Ticket sales
- Displaying school recognition awards
- Refreshment sales
- Common gathering place for community and school athletic events

SPATIAL RELATIONSHIPS:

- Near Gymnasium
- Near Restrooms
- Near public pay phones

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation/exhaust
- Large door to transport large boxes and equipment to and from the area
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Food service department and public health, requirements, as applicable
- Cleanable building surfaces
- Good signage
- Good traffic flow
- Easy to supervise

TRAINING ROOM**CAPACITY:**

- 1-2 Students
- Teacher/trainer

SIZE:

- Varies

ANCILLARY SPACES:

- Gymnasium

GOAL:

- To provide a place for treatment of injuries

PROGRAM ACTIVITIES:

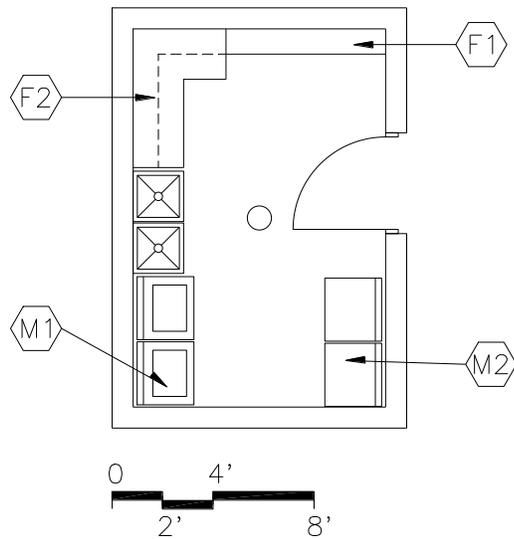
- Taping of joints
- Minor rehabilitation

SPATIAL RELATIONSHIPS:

- Adjacent and access to Gymnasium
- Near PE Locker Room/Showers
- Near Athletic Lockers

ENVIRONMENTAL CONSIDERATIONS:

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

LAUNDRY**CAPACITY:**

- 1-2 Teachers/staff

SIZE:

- 150 SF

ANCILLARY SPACES:

N/A

GOAL:

- To provide space to wash/dry athletic/PE garments, towels, etc.

PROGRAM ACTIVITY:

- Washing and drying clothes

SPATIAL RELATIONSHIPS:

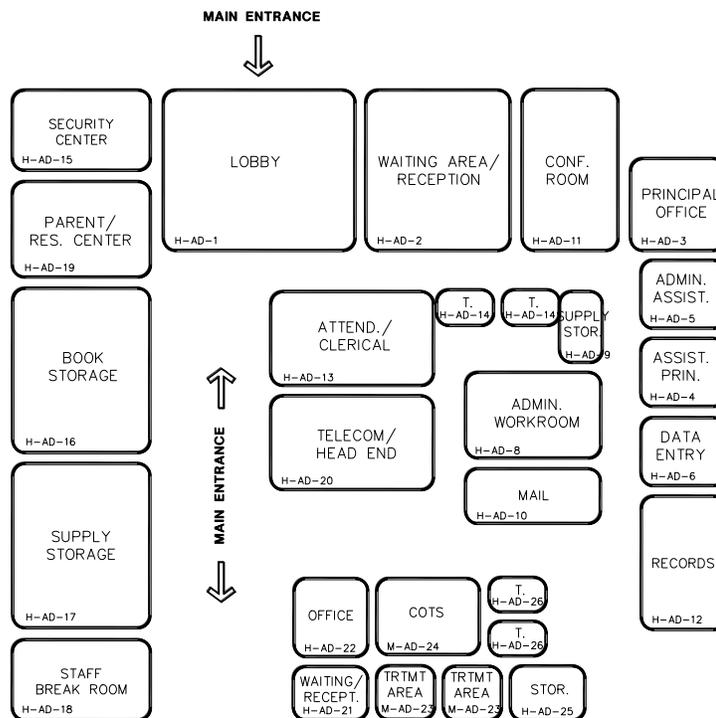
- Near PE Locker Room/Showers
- Near Athletic Lockers

ENVIRONMENTAL CONSIDERATIONS:

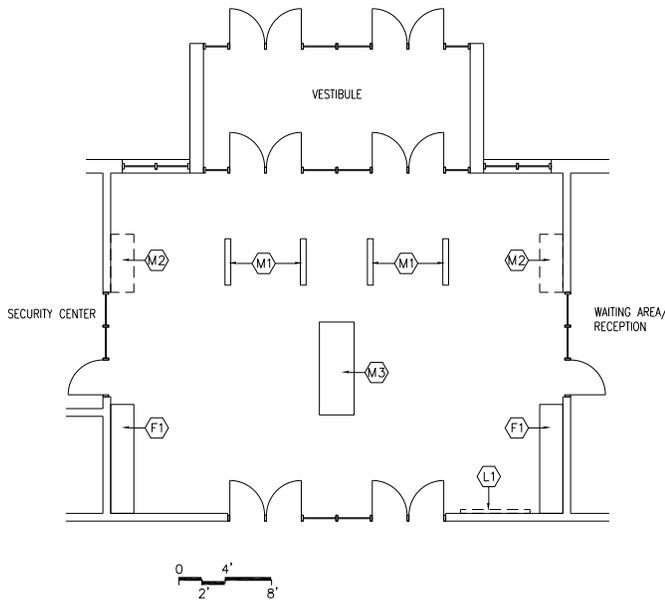
- Uniform lighting
- Cleanable building surfaces
- Electrical outlets for equipment
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Adequate ventilation/exhaust
- Cleanable building surfaces

Administration Space Requirements

Space				Comments
	Qty.	S.F.	Total	
Lobbies	1	1,000	1,000	SF as is
Waiting Area/Reception	1	300	300	
Principal's Office	1	230	230	Includes toilet/shower
Conference Room	1	250	250	Adj. to principal
Business Managers Office/vault	1	150	150	
Administrative Workroom	1	200	200	
Administrative Supply Storage	1	75	75	
Mail Room	1	100	100	
Attendance Office/Registrar	1	250	250	
Records Storage	1	200	200	
Supply (General) Storage	1	250	250	
Staff Break Room	1	300	300	
Telecom/Head End Room(s)	1	300	300	
Total			3,605	



LOBBY



CAPACITY:

- General public
- School population

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOAL:

- To immediately greet visitors with a welcoming atmosphere and to provide easy accessibility for the public

PROGRAM ACTIVITIES:

N/A

SPATIAL RELATIONSHIP:

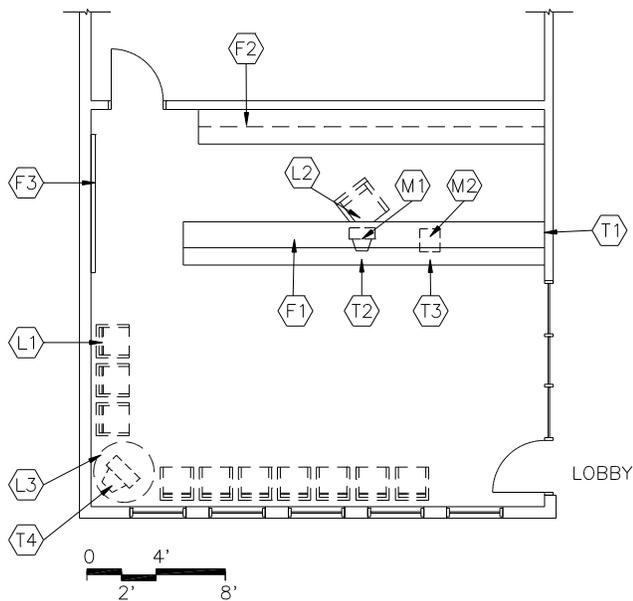
- Adjacent and access to Security Office

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting with accent lighting as appropriate
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Aesthetically pleasing
- Provide exterior canopies at entrances
- Window to provide ample natural light
- Treat for sound attenuation

BUILT-IN EQUIPMENT

The architect is to work with the school and district security to develop a safe and respectful security arrangement for students, staff and visitors

WAITING AREA / RECEPTION**H-AD-2****GOAL:**

- To provide a welcoming atmosphere and to serve as an information area for those coming into the school

PROGRAM ACTIVITIES:

- Greeting people and directing them to the proper location or person
- Waiting area for visitors and staff members

SPATIAL RELATIONSHIPS:

- Adjacent to Lobby
- Easy to locate and identify
- Maximize view to Lobby and entry
- Near Conference Room

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting, areas of soft lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Inviting to visitors
- Electrical outlets for equipment
- Windows to provide natural light

CAPACITY:

- General public
- Staff
- Students

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Entrance Lobby (H-AD-1)

NOTES:

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

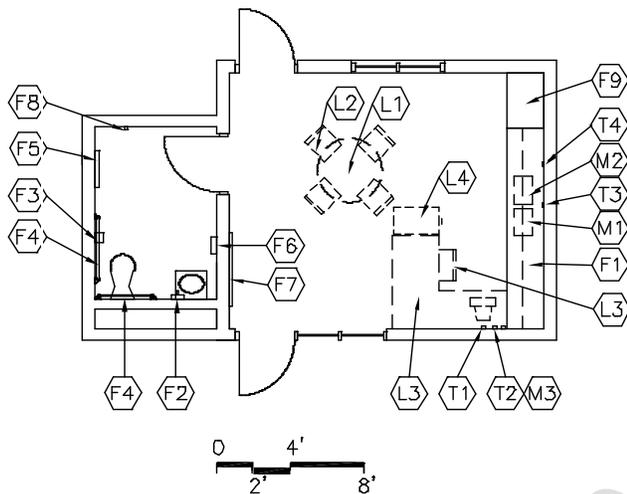
**WAITING AREA / RECEPTION
H-AD-2**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Carpet	096816	F1 Reception desk	064123
Base:		F2 Casework:	
Resilient base	096519	Base/wall cabinets	
Ceiling: (8' high minimum)		File cabinets	123200
Suspended, acoustical	095113	F3 Tack board (8 LF)	101100
Walls:		<u>Fire Suppression:</u>	Div. 21
Painted gypsum wallboard		Fire suppression system	
over metal studs	092116 / 099123	<u>Plumbing:</u>	
<u>Loose Furnishings:</u>		N/A	
L1 Visitor chairs		<u>HVAC:</u>	Div. 23
L2 Ergonomic task chair		Supply/return air system	
L3 End table		Independent temperature	
Wastebasket		control	
<u>Miscellaneous:</u>		<u>Electrical:</u>	Div. 26
M1 Computer		Duplex receptacles	
M2 Printer		Single-level switching	
		Spotlighting	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	
		TVSS protected quad receptacle	
		and adjacent to each data	
		and video ports	
		<u>Communications²:</u>	Div. 27
		T1 Voice port, and phone	
		T2 Data port near workstation	
		T3 Data port near printer	
		T4 1 video port, monitor, VCR,	
		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.

PRINCIPAL'S OFFICE

H-AD-3**CAPACITY:**

- Principal
- Small groups (6-10 people)

SIZE:

- 230 SF

ANCILLARY SPACES:

- Administrative Assistant's Office (H-AD-5)

GOAL:

- To serve as the home base for the principal from which he/she can provide instructional leadership in a personal, flexible, and organized environment for students, staff, and community

PROGRAM ACTIVITIES:

- Conferences with staff and other visitors
- Telephone calls
- Administrative paperwork
- Planning
- Computer input
- Interaction with students

SPATIAL RELATIONSHIPS:

- Adjacent to Administrative Assistant's Office
- Near one Assistant Principal's Office
- Near Storage
- Near Conference Room

ENVIRONMENTAL CONSIDERATIONS:

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

NOTES:

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

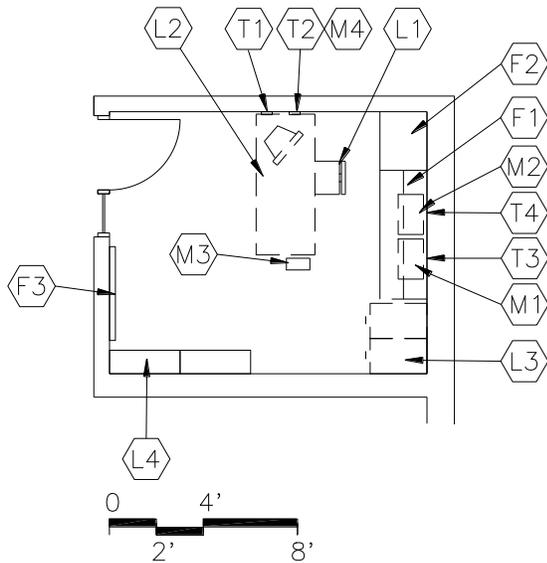
**PRINCIPAL'S OFFICE
H-AD-3**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Carpet	096816	F1 Casework:	123200
Office restroom:		Base/wall cabinets and shelving	
Vinyl composition tile	096519	F2 Soap dispenser	102800
Base:		F3 Toilet tissue holder	102800
Resilient base	096519	F4 36" and 42" grab bars	102800
Ceiling: (8' high minimum)		F5 24" x 60" mirror	102800
Suspended, acoustical	095113	F6 Towel dispenser	102800
Walls:		F7 Tack board (4 LF)	101100
Painted gypsum wallboard		F8 Coat hook	102800
over metal studs		F9 Casework:	
		Wardrobe	123200
<u>Loose Furnishings:</u>		<u>Fire Suppression:</u>	Div. 21
L1 Conference table		Fire suppression system	
L2 4 side chairs		<u>Plumbing:</u>	Div. 22
L3 Desk and chair		Wall-mounted water closet	
L4 Four-drawer locking file cabinet		Wall-mounted lavatory	
Wastebasket		Plumbing connections	
		Floor drain - in restroom	
<u>Miscellaneous:</u>		<u>HVAC:</u>	Div. 23
M1 Fax		Supply/return air system	
M2 Printer		Independent temperature control	
M3 Computer		Exhaust air system	
<u>Communications:</u>	Div. 27	<u>Electrical:</u>	Div. 26
T1 Voice port and phone		Duplex receptacles	
T2 Data port near workstation		TVSS protected quad receptacle	
T3 Fax port		adjacent to each data port	
T4 Data port for printer		Single-level switching	
<u>Electronic Safety and Security:</u>	Div. 28	Fluorescent lighting	
Life safety devices per code		Illumination level: See Table 7600-16	
		Clock	
		Central sound system	

NOTES:

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

BUSINESS MANAGER OFFICE



CAPACITY:

- Business Manager

SIZE:

- 150 SF

ANCILLARY SPACES:

- Waiting Area/Reception (H-AD-2)

GOAL:

- To serve as an area from which the Business manager can effectively provide support
- Vault

PROGRAM ACTIVITIES:

- Financial accounting and bookkeeper functions
- General office work
- Answering telephone
- Data input and retrieval

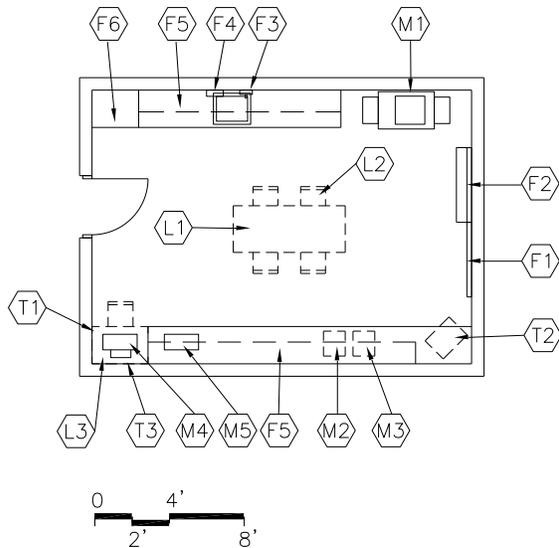
SPATIAL RELATIONSHIPS:

- Adjacent and access to Waiting Area/Reception
- Visual access to Waiting Area/Reception
- Adjacent to Principal's Office

ENVIRONMENTAL CONSIDERATIONS:

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

ADMINISTRATIVE WORKROOM



GOAL:

- To provide an area for office projects to be completed

PROGRAM ACTIVITIES:

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

SPATIAL RELATIONSHIPS:

- Near Waiting Area/Reception

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

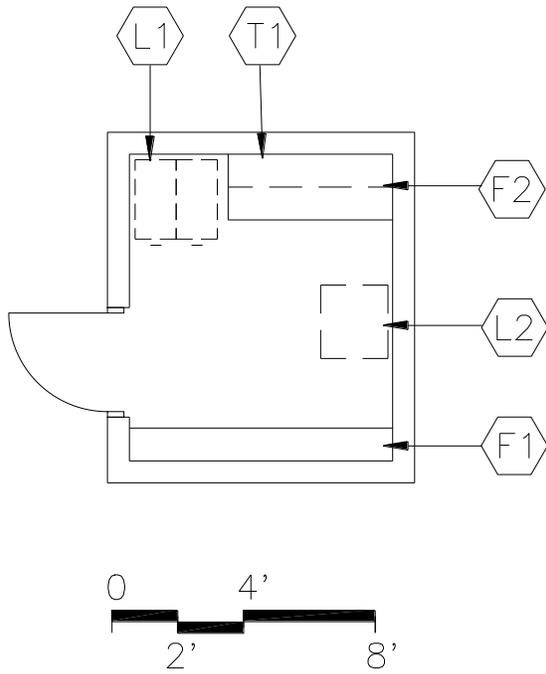
SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

ADMINISTRATIVE SUPPLY STORAGE



GOAL:

- To provide adequate and secure storage for office supplies

PROGRAM ACTIVITY:

- Storing of office supplies, forms, and files

SPATIAL RELATIONSHIPS:

- Adjacent and access to Administrative Workroom
- Located within Administrative Area

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Security of equipment and supplies

CAPACITY:

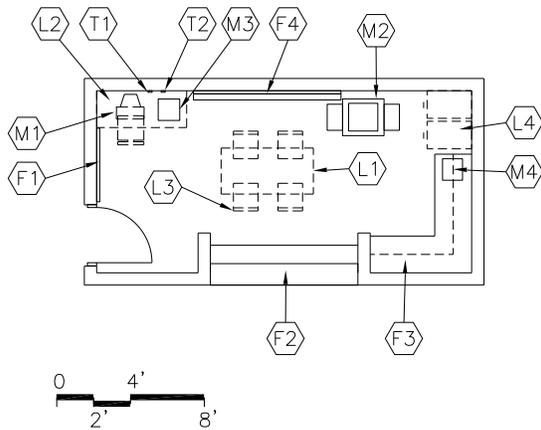
N/A

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Administrative Workroom (H-AD-8)

MAILROOM**CAPACITY:**

- 2-3 Office Assistants

SIZE:

- varies, see table

ANCILLARY SPACES:

N/A

GOAL:

- To provide adequate space and equipment for office work projects and an area to disseminate incoming mail to staff members

PROGRAM ACTIVITIES:

- Copying
- Collating materials
- Storing of pertinent files
- General office work
- Delivery of general mail

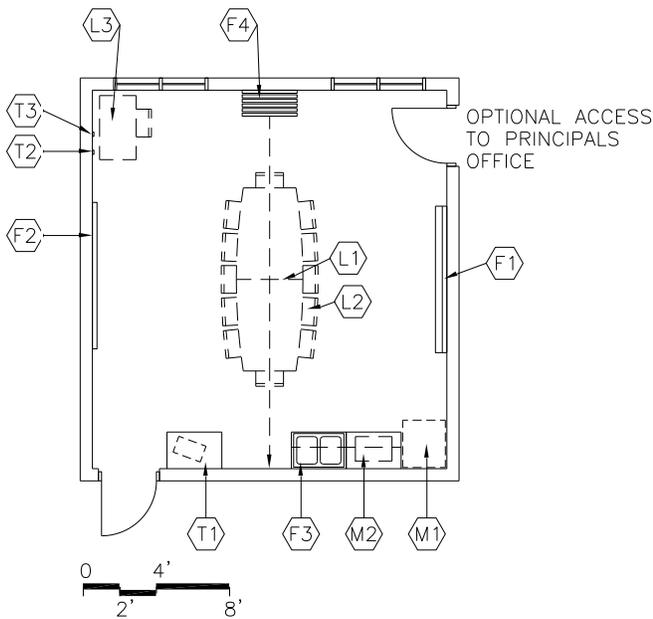
SPATIAL RELATIONSHIP:

- Located within/adjacent to the Administrative Area

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Locate mail boxes so that boxes can be filled from inside the mailroom and can be emptied by staff without having to enter the workroom
- HVAC to accommodate heat load

CONFERENCE ROOM



GOAL:

- To provide an area adequate for small group conferences

PROGRAM ACTIVITY:

- Small group meetings/conferences

SPATIAL RELATIONSHIPS:

- Near Principal's Office

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

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability
- Design for computer aided presentations (electrical outlets from table for projection device, screen along short wall, light darkening capability)

CAPACITY:

- Administration
- Counselors
- School staff
- Parents
- Students
- Visitors
- up to 12 persons

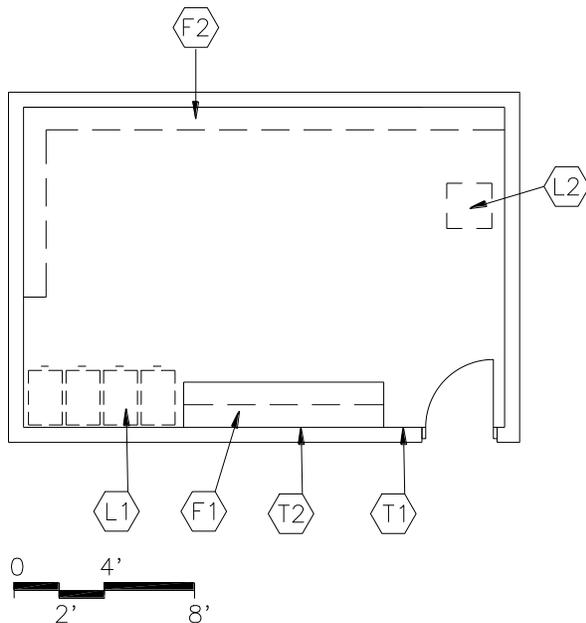
SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

RECORDS STORAGE ROOM



GOAL:

- To provide secure, and adequate storage for records and office supplies

PROGRAM ACTIVITIES:

- Storing of office supplies, forms, files
- Storage of records

SPATIAL RELATIONSHIPS:

- Access to Administrative Workroom
- Near Data Entry Office

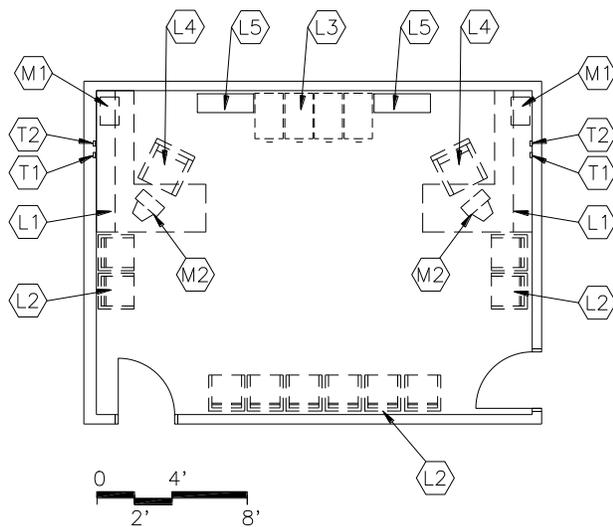
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Security

CAPACITY:
N/A

SIZE:
• Varies, see table

ANCILLARY SPACE:
N/A

ATTENDANCE/REGISTRAR OFFICE**CAPACITY:**

- 6 – 8 students and parents
- 2 attendance aides
- Clerical/attendance agent

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOAL:

- To serve as an area from which to track student attendance and to contact parents/guardians regarding their children's attendance patterns

PROGRAM ACTIVITIES:

- Check-in and check-out for students entering and departing school
- Answering attendance question from students and parents
- Enhancing student attendance

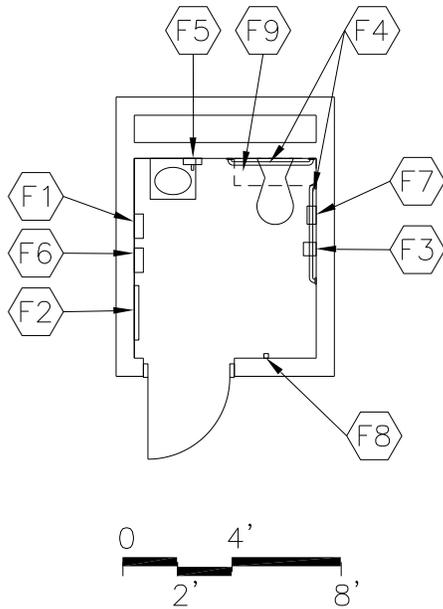
SPATIAL RELATIONSHIPS:

- Readily accessible to public
- Entrance separate from Waiting Area/Reception
- Window into the corridor is desirable

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Easy access for students and parents
- Windows to provide natural light, desirable

TOILET



PROGRAM ACTIVITIES:

- Personal hygiene

SPATIAL RELATIONSHIPS:

- Near Staff Break Room

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

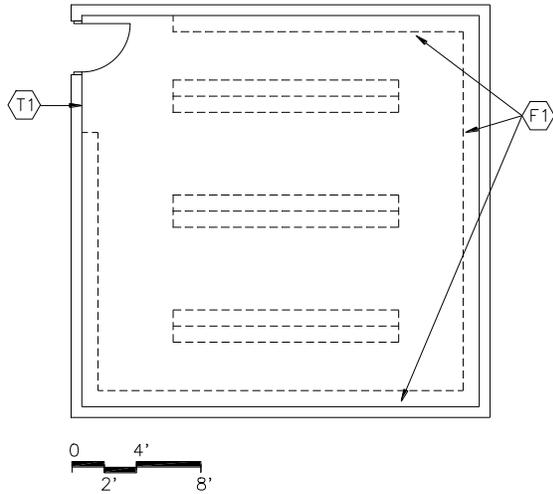
SIZE:

- 50 SF

ANCILLARY SPACES:

N/A

SUPPLY (General) STORAGE



GOAL:

- To provide secure storage for supplies

PROGRAM ACTIVITY:

- Storage of office and teaching supplies and forms
- Inventory

SPATIAL RELATIONSHIPS:

- Near Administration

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets

CAPACITY:

- Staff

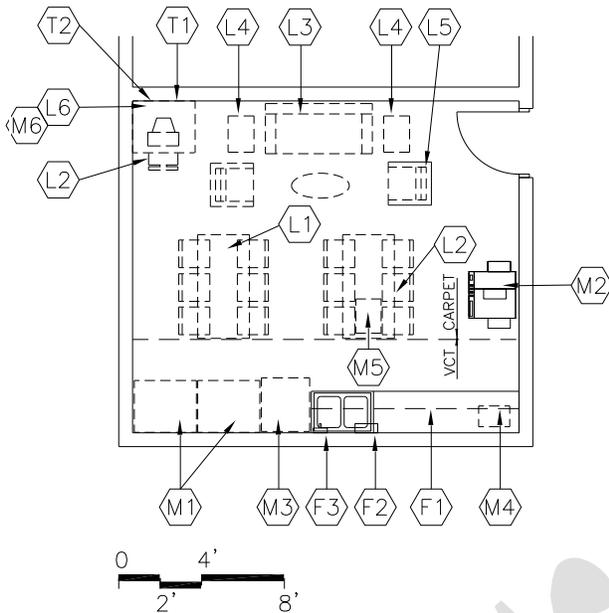
SIZE:

- varies, see table

ANCILLARY SPACES:

N/A

STAFF BREAK ROOM



CAPACITY:

- 15 persons

SIZE:

- Varies, see table

ANCILLARY SPACES:
N/A

GOAL:

- To provide as an area for staff to relax and prepare for classes

PROGRAM ACTIVITY:

- Eating
- Using the telephone
- Planning lessons
- Relaxing
- Interacting with peers

SPATIAL RELATIONSHIPS:

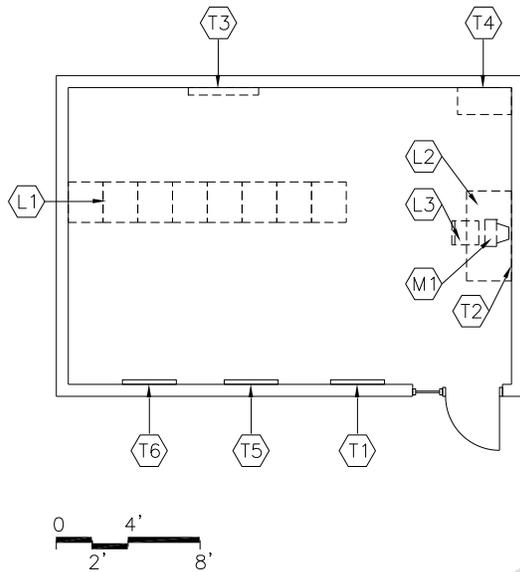
- Within Administration Area
- Access from corridor

ENVIRONMENTAL CONSIDERATIONS:

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

TECHNOLOGY AND BUILT-IN EQUIPMENT

See Teachers' work room

TELECOM HEAD END ROOM**CAPACITY:**

- 1-2 staff members

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOALS:

- To provide a secure area to serve as the information hub of the school. File servers will serve the buildings computer network
- To provide satellite up and down links that will send and receive voice, video, and data. Fiber optic cable will serve the telephone, fax, and video of the school and other district buildings

PROGRAM ACTIVITIES:

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

SPATIAL RELATIONSHIPS:

- Near Media Center
- Located in administration area

ENVIRONMENTAL CONSIDERATIONS:

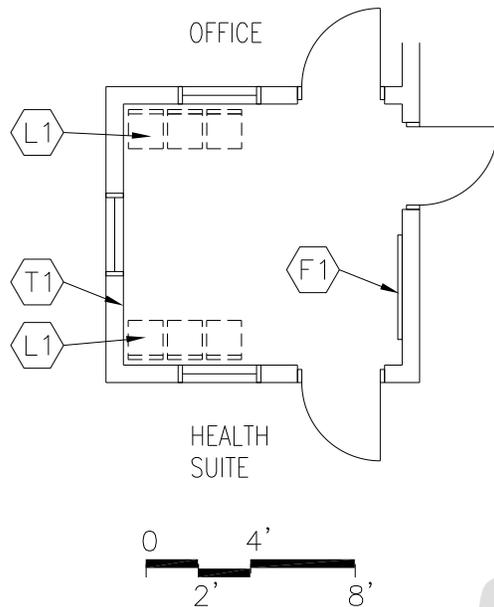
- Adequate power supply will be required and auxiliary UPS power for back-up. (Quality of power is important.)
- Dedicated electrical circuitry
- Air conditioning dedicated to this space
- Adequate ventilation
- Security of door
- Access to ceiling and ceilings for modifications to systems and wiring

Health Suite Space Requirements

Space				Comments
	Qty.	S.F.	Total	
Health Suite			0	
Waiting Area/Reception	1	150	150	Shared
Office	1	125	125	
Treatment Area	1	150	150	
Cots	2	100	200	
Storage	1	50	50	
Toilet	1	64	64	
Total			739	

WAITING AREA/RECEPTION

Health Suite



CAPACITY:

- Nurse
- Students
- Support Staff
- Facility
- Administration

SIZE:

- 150 SF

ANCILLARY SPACES:

- Office (H-AD-22)

Note: The students at Dunbar HS are currently served by a city health clinic. Additional discussions with this provider may require more or different spaces.

GOAL:

- To provide an area for students waiting to see the nurse or for parent pick-up

PROGRAM ACTIVITIES:

- Medical treatment
- Administering medication
- Resting

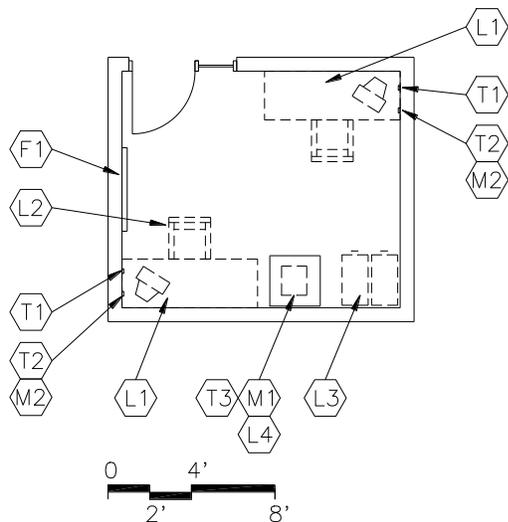
SPATIAL RELATIONSHIPS:

- First space one enters in Health Suite
- Near Administrative Area
- Adjacent and access to office

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Windows to provide natural light

OFFICE Health Suite



CAPACITY:

- Staff

SIZE:

- 125-150 SF

ANCILLARY SPACES:

- Waiting Area/Reception (H-AD-21)

GOAL:

- To provide an office for the staff to perform clerical functions

PROGRAM ACTIVITIES:

- Conferences with staff and other visitors
- Paperwork
- Computer input
- Telephone calls
- Planning

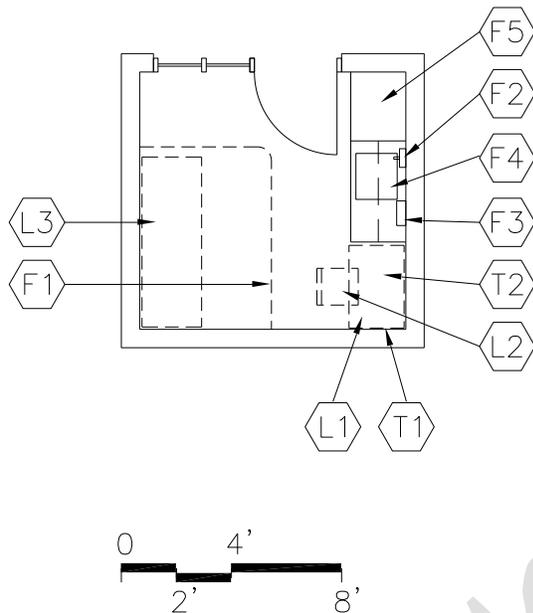
SPATIAL RELATIONSHIPS:

- Near Administration Area
- Adjacent and access to Waiting Area/Reception

ENVIRONMENTAL CONSIDERATIONS:

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

TREATMENT AREA/Exam Rms Health Suite



CAPACITY:

- 1 staff member/volunteer/nurse
- Students

SIZE:

- 80 SF

ANCILLARY SPACES:

N/A

GOAL:

- To provide school based health services

PROGRAM ACTIVITIES:

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

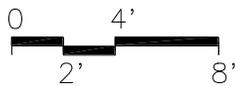
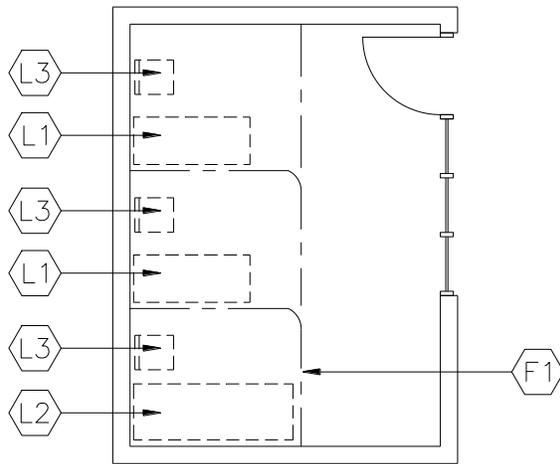
SPATIAL RELATIONSHIPS:

- Located within Health Suite
- Near Waiting Area
- Adjacent to Administrative Area
- Near corridor

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 Administrative Workroom.
- Visual access to Waiting Area/Reception
- Wheelchair area within space

COTS Health Suite



CAPACITY:

- Staff
- Students

SIZE:

- Varies, see table

ANCILLARY SPACES:

N/A

GOAL:

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

PROGRAM ACTIVITIES:

- Resting

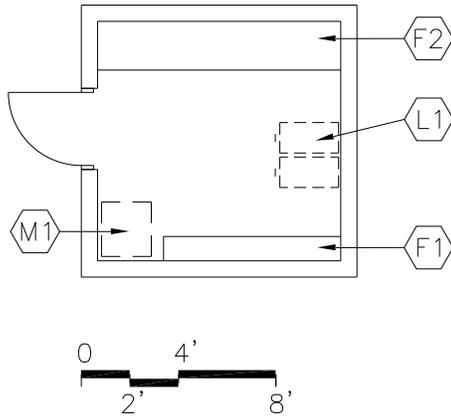
SPATIAL RELATIONSHIPS:

- Located within Health Suite

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Stain-resistant floor covering
- Adequate ventilation
- Audio and visual privacy
- Visual access to Waiting Area/Reception or Welcome Center

STORAGE
Health Suite



GOAL:

- To provide storage for medical supplies and equipment

PROGRAM ACTIVITIES:

- Storage

SPATIAL RELATIONSHIPS:

- Adjacent and access to Treatment Area

ENVIRONMENTAL CONSIDERATIONS:

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

CAPACITY:

- Nurse

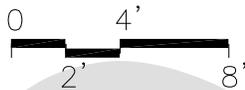
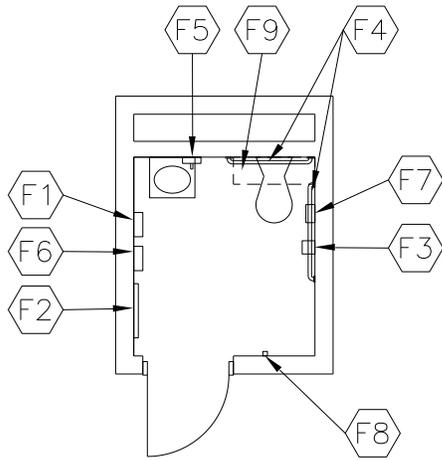
SIZE:

- Varies, see table

ANCILLARY SPACES:

- Treatment Area (H-AD-23)

TOILET
Health Suite



CAPACITY:

- Staff
- Students

SIZE:

- 50 SF

ANCILLARY SPACES:

N/A

PROGRAM ACTIVITY:

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

SPATIAL RELATIONSHIPS:

- Located within Health Suite

ENVIRONMENTAL CONSIDERATIONS:

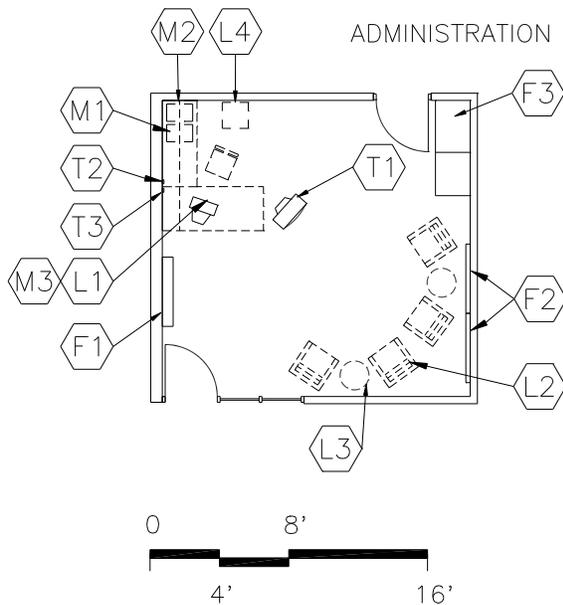
- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Moisture- and stain-resistant finishes
- Adequate exhaust/ventilation

Career to College Readiness Center (Guidance)

Space	Suggestions			Comments
	Qty.	S.F.	Total	
Reception and Work Area	1	200	200	
Offices	4	120	480	counselors
Career Center	1	620	620	
Total			1300	

RECEPTION / WORK AREA

H-GSS-1

**CAPACITY:**

- 1 Secretary/Clerical
- 10-12 students, parents, visitors, and/or staff
- 1 student assistant

SIZE:

- Varies, see table

ANCILLARY SPACES:

Adult bathrooms should be adjacent to work areas.

GOAL:

- To provide a comfortable waiting area for students and/or parents

PROGRAM ACTIVITIES:

- Reception and direction of students
- Reception and direction of parents
- Update student management records
- Collect and dispense student information, registration, report cards, and progress reports
- To receive and provide direction to students, parents, staff, and community

SPATIAL RELATIONSHIPS:

- Visual security for secretary when working on documents
- Near Academic Areas
- Provide secondary entrance from Administration Area
- Central location

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Visual access from Corridor

NOTES:

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

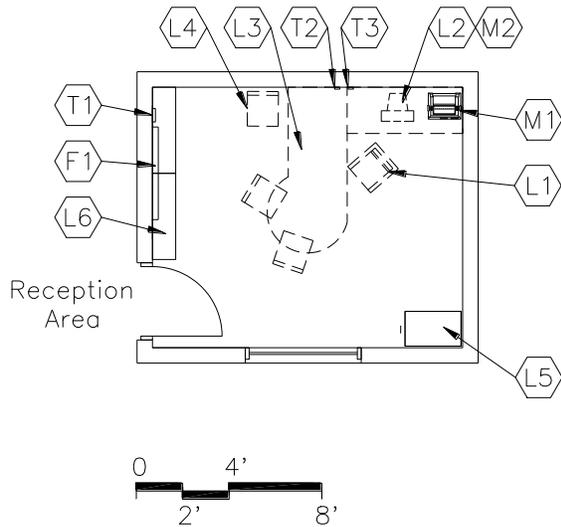
RECEPTION / WORK AREA

		Spec. Ref.#			Spec. Ref.#
<u>Finishes¹:</u>			<u>Features¹:</u>		
<u>Flooring:</u>			<u>Fixed Equipment:</u>		
	Resilient tile flooring	096519	F1	Display case	123559
			F2	Tack board (8 LF)	101100
<u>Base:</u>			F3	Casework:	
	Resilient	096519		Wardrobe/tall cabinets	123200
<u>Ceiling:</u>			<u>Fire Suppression:</u>		Div. 21
	Suspended, acoustical	095113		Fire suppression system	
<u>Walls:</u>			<u>Plumbing:</u>		
	Painted concrete masonry units	042000 / 099123		N/A	
<u>Loose Furnishings:</u>			<u>HVAC:</u>		Div. 23
L1	Desk and chair			Supply/return air system	
L2	Visitor chairs			Independent temperature control	
L3	Small table		<u>Electrical:</u>		Div. 26
L4	Fireproof vault			Duplex receptacles	
	Wastebasket			TVSS protected quad receptacles	
				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	
				brackets	
			T2	Voice port and phone	
			T3	Data port at workstation	
			<u>Electronic Safety and Security:</u>		Div. 28
				Life safety devices per code	
			<u>Miscellaneous:</u>		
			M1	Fax	
			M2	Printer	
			M3	Computer	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
- 2.

OFFICES



CAPACITY:

- Supervising Staff

SIZE:

120 SF

GOAL:

- To provide a professional environment that is easily accessible to students, parents, staff, and community
- To have a private space for supervisory functions

PROGRAM ACTIVITIES:

- Visit with parents, students, staff
- Administrative paper work

SPATIAL RELATIONSHIPS:

- Within the Pathways suite
- Adjacent and access to Reception Area

ENVIRONMENTAL CONSIDERATIONS:

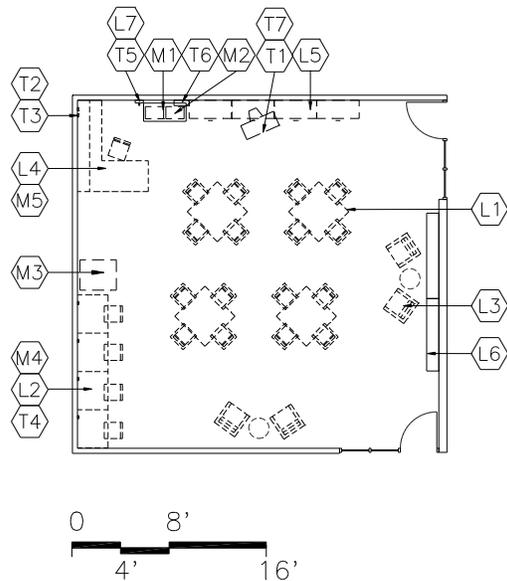
- Uniform lighting
- Environmental sound control:
Wall minimum: STC 45
Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Windows to provide natural light, desirable
- Auditory privacy

TECHNOLOGY

- Video, voice and data ports (per the District's most recent standards at the time of installation) flexible wired and wireless capability

Loose Furnishings:

- L1 Desk with conference table
- L2 2 guest chairs
- L3 Ergonomic task chair
- L4 Adjustable height bookshelves (12 LF)
- L5 1, 4-drawer locking file cabinet
- L6 Computer workstation
Wastebasket

CAREER CENTER**H-GSS-2****CAPACITY:**

- Guidance counselors
- Students
- Parents
- College representatives

SIZE:

- 620 SF

ANCILLARY SPACES:

N/A

GOAL:

- To provide a space for career counseling and exploration opportunities for students

PROGRAM ACTIVITIES:

- Research on colleges or careers
- Career exploration groups
- Group sessions with college representatives
- Career seminars
- Classroom visitations

SPATIAL RELATIONSHIPS:

- Adjacent to Student Support Service Offices
- Near Large Group Restrooms
- Within Guidance/Student Services Suite
- Access from Corridor

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
 - Wall minimum: STC 45
 - Ceiling minimum: CAC 35
- Electrical outlets for equipment
- Comfortable, quiet environment
- Visual access from Corridor and Guidance/Student Services Suite

NOTES:

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

CAREER CENTER

		Spec. Ref.#			Spec. Ref.#
<u>Finishes¹:</u>			<u>Features¹:</u>		
<u>Flooring:</u>			<u>Fixed Equipment:</u>		
	Resilient tile flooring	096519	N/A		
<u>Base:</u>			<u>Fire Suppression:</u>		Div. 21
	Resilient	096519	Fire suppression system		
<u>Ceiling:</u>			<u>Plumbing:</u>		
	Suspended, acoustical	095113	N/A		
<u>Walls:</u>			<u>HVAC:</u>		Div. 23
	Painted concrete masonry units	042000 / 099123	Supply/return air system		
			Independent temperature control		
<u>Loose Furnishings:</u>			<u>Electrical:</u>		Div. 26
L1	Work tables and chairs		Duplex receptacles		
L2	Computer workstation furniture		TVSS protected quad receptacles		
L3	Lounge chairs		adjacent to each data and		
L4	Desk and chair		video port		
L5	Lateral file cabinets		Multilevel switching		
L6	Adjustable height bookshelves (24 LF)		Fluorescent lighting:		
L7	Printer table		Illumination level: See Table 7600-16		
	Wastebasket		Clock		
			Central sound system		
<u>Miscellaneous:</u>			<u>Communications:</u>		Div. 27
M1	Fax		T1 Video port, monitor, VCR, and		
M2	Printer		brackets		
M3	TV/VCR on cart	Div. 27	T2 Voice port and phone		
M4	4 computers-students use		T3 Data port near aide workstation		
M5	1 computer-staff use		T4 Data port at each workstation		
			T5 Fax port		
			T6 Data port for printer		
			T7 Cable/MATV port		
			<u>Electronic Safety and Security:</u>		Div. 28
			Life safety devices per code		

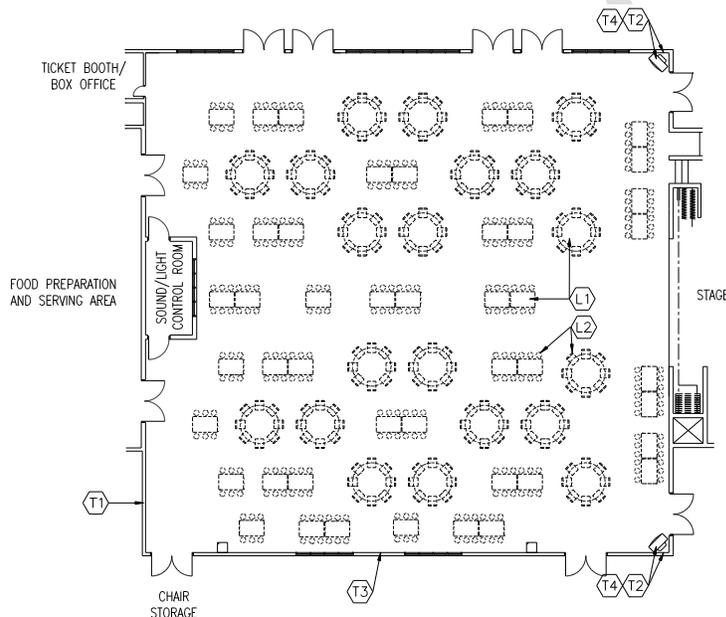
NOTES:

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

Student Dining & Food Service Space Requirements

Space				Comments
	Qty.	S.F.	Total	
Cafeteria	1	3,500	5,000	Size is to remain as is if the current space is larger
Multi-purpose (optional)		1,500		
Serving Area	1	1,000	1,000	
Production Prep Area	1	400	400	
Food Storage	1	450	450	
Paper Products, Carts and Utensils Storage	1	150	150	
Ware Washing	1	250	250	
Freezer and Cooler	1	1200	1200	
Toilet/Shower/Lockers	1	150	150	
Cleaning Storage	1	100	100	
Chair Storage	1	450	450	
Office	1	100	100	
Total			9,250	

The dining area should include a combination of table seating, social gathering spots, and milling so that students can 'multi-task during the lunch hour. Natural and full spectrum artificial light are a must. The ceiling height should balance with the volume of the space and provide the appropriate acoustics for 200-300 students.



The multipurpose area (may be part of the cafeteria or a separate space) should have an area designated for presentations (screen, electrical outlets, MATV access, sound system).



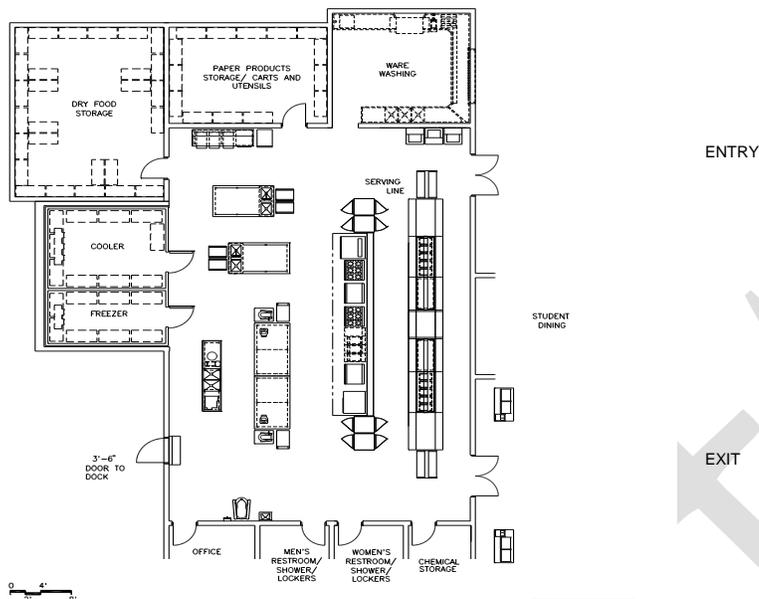
<p>CAPACITY:</p> <ul style="list-style-type: none"> • Number of students per lunch to be 1/2 student population • 20 staff members • Community – primarily after school hours <p>SIZE:</p> <ul style="list-style-type: none"> • Varies, see table <p>ANCILLARY SPACES:</p> <ul style="list-style-type: none"> • Kitchen (H-SD-2) <p>GOALS:</p> <ul style="list-style-type: none"> • To provide a pleasant atmosphere for students to eat meals • To provide a flexible meeting space for groups if needed 	<p>PROGRAM ACTIVITIES:</p> <ul style="list-style-type: none"> • Student dining • School and community programs, meetings, and activities <p>SPATIAL RELATIONSHIPS:</p> <ul style="list-style-type: none"> • Adjacent and access to Kitchen • Near parking and main entry to building <p>ENVIRONMENTAL CONSIDERATIONS:</p> <ul style="list-style-type: none"> • Adjustable lighting • Environmental sound control: <ul style="list-style-type: none"> • Wall minimum: STC 45 • Ceiling minimum: CAC 35 • Cleanable building surfaces • Electrical outlets for equipment • Windows to provide ample natural light • Good sight lines to all areas of the room for supervision • Window treatment to darken room for AV presentations.
--	--

CAFETERIA / COMMONS
H-SD-1

	Spec. Ref.#		Spec Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		Fixed Equipment:	
Quartz tile	096618	N/A	
Base:		Fire Suppression:	Div.21
Resilient base	096519	Fire suppression system	
Porcelain tile base	093000		
Quarry tile base	093000	Plumbing:	Div. 22
Ceiling:		Drinking fountains	
Suspended, acoustical	095113	Plumbing connections	
Painted exposed structure	099123		
Walls:		HVAC:	Div. 23
Paint	099123	Supply/return air system	
Acoustical wall treatment	098400	Independent temperature control	
(varies with geometry of room)			
<u>Loose Furnishings for 330-500:</u>		Electrical:	Div. 26
L1 Tables		Multilevel switching	
L2 Chairs		Fluorescent lighting	
Waste receptacles with lids		Illumination levels: See table 7600-16	
Recycling bins		Duplex receptacles along permanent perimeter walls	
<u>Miscellaneous:</u>		TVSS protected quad receptacle adjacent to each data and video ports	
N/A		Central sound system	
		Student dining sound system	
		Clocks	
		Communications:	Div. 27
		T1 1 voice port and phone	
		T2 2 video ports, large screen	
		T3 1 data port	
		T4 2 cable/MATV ports	
		T5 Microphone jacks	
		Electronic Safety and Security:	Div. 28
		Life safety devices per code	

NOTES:

1. Finishes/Features: Refer to Chapter 8 for specification references.
2. Other types of ceiling may be appropriate based on the actual facility design.

KITCHEN**CAPACITY:**

- Students
- Staff
- Community, as needed

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Cafeteria/Commons (H-SD-1)

GOAL:

- To prepare and serve student meals

PROGRAM ACTIVITIES:

- Preparing and serving food to students and staff
- Storage

SPATIAL RELATIONSHIPS:

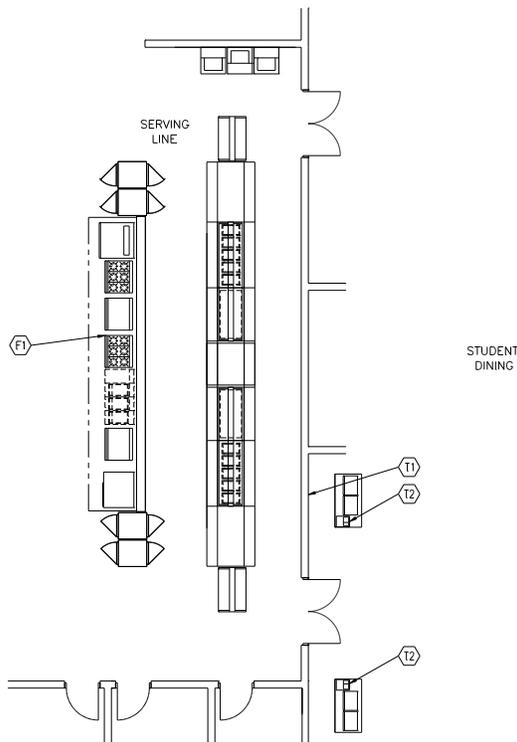
- Adjacent and access to Cafeteria/Commons
- Adjacent and access to Outdoor Loading Dock

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation
- Cleanable building surfaces
- Food service department, public health, code requirements, as applicable
- Beginning of serving line should be located near entry door of Cafeteria/Commons
- Queuing for serving should not conflict with tray return to dishwashing area.

**KITCHEN
H-SD-5**

	Spec. Ref.#		Spec. Ref.#
<u>Finishes¹:</u>		<u>Features¹:</u>	
Flooring:		<u>Fire Suppression:</u>	Div. 21
Quarry tile	093000	Fire suppression system	
Base:		<u>Plumbing:</u>	Div. 22
Quarry tile base	093000	Connections to food service equipment	
Ceiling:		Plumbing and gas connections	
Cleanable, suspended, acoustical	095113	Hand washing lavatory	
Walls:		Floor drains	
Epoxy-painted concrete masonry units	042000 / 099123	<u>HVAC:</u>	Div. 23
<u>Features (Specifications from DCPS):</u>		Supply/return air system	
<u>Equipment:</u>		Independent temperature control	
• Pot washing sinks		Kitchen canopy exhaust system	
• Food Preparation Sinks		Air conditioning	
• Hand Sinks		<u>Electrical:</u>	Div. 26
• Work Tables		Single-level switching	
• Warming/Holding/Proofing Cabinets		Fluorescent lighting	
• Refrigeration - Reach-ins		Illumination level: See Table 7600-16	
• Storage shelving		Central sound system	
• Mop washing sink		Duplex receptacles along permanent perimeter walls	
• Exhaust Hood Systems, including Fire Suppression		Electrical supply to support equipment specified	
• Convection oven ,		Clock	
• Convection steamer		Circuits for portable generator	
• Range, with oven		TVSS protected quad receptacle adjacent to data and video ports	
• Tilt Skillet		<u>Communications²:</u>	Div. 27
• Combination Steamer/Oven		T1 1 voice port and phone	
• Pizza Oven, Deck oven or Conveyor Oven		T2 2 data ports at cash registers	
• Ware Washing Machine with appropriate accessories (tables, booster heater, disposer, etc.)		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

SERVING AREA**H-SD-5A****CAPACITY:**

- Students
- Staff
- Community

SIZE:

- 20% of serving area

ANCILLARY SPACES:

- Kitchen (H-SD-5)

GOAL:

- To provide space and equipment to serve student meals

SPATIAL RELATIONSHIPS:

- Adjacent and access to the Kitchen
- Adjacent and access to the Cafeteria/ Commons

DESIGN GUIDE

- Four 'food court' serving lines
- All lines have drinks and misc items

Sample Lines and equipment needs below:

- Line 1 - Equipment consists of a Built-in Heated Shelf, Full Service Sneeze Guard with Overshelf, and Hanging Decorative Heat Lamps. Size of equipment and number of heat lamps are determined by space available. Substitution of Drop-In Heated Food Wells is available in place of the Built-in Heated Shelf. A Drop-In Self-Contained Refrigerated Cold Pan may also be included for side items.
- Line 2 Deli - Big Top Salad/Sandwich Refrigerators, Full Service Sneeze Guard with Overshelf, and Hanging Decorative Lights. Size of equipment and number of light fixtures are determined by space available. Substitution of Drop-In Self-Contained Refrigerated Cold Pans is available in place of the Salad/Sandwich Refrigerator. A Drop-In Self-Contained Refrigerated Cold Pan may also be included for side items.
- Line 3 Pizza - Built-in Heated Shelf, Self-Service Sneeze Guard with Overshelf, and Hanging Decorative Heat Lamps. Size of equipment and number of heat lamps are determined by space available. Substitution of drop-in heated wells is available in place of the heated shelf. A Drop-In Self-Contained Refrigerated Cold Pan may also be included for side items.
- Line 4 Two-Tier Merchandising Warmer. Size of equipment is determined by space available. Available with slant or horizontal shelves. Slant shelves are provided when back loading is available. Horizontal shelves are provided when units can only be loaded from the front. A Drop-In Self-Contained Refrigerated Cold Pan may also be included for side items

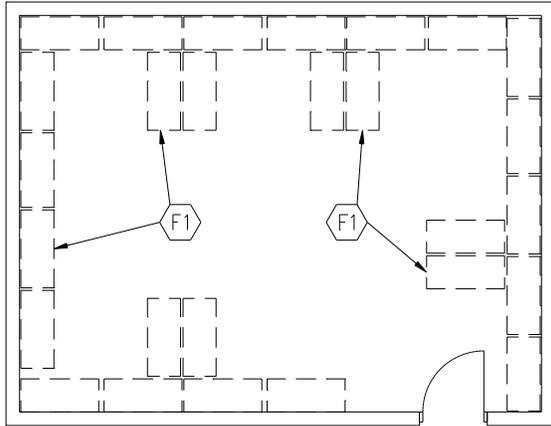
NOTES:

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.

SERVING AREA		H-SD-5A	
	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Finishes¹:</u>		<u>Fixed Equipment:</u>	
Flooring:		F1 Food service equipment	114000
Quarry tile	093000		
Base:		<u>Fire Suppression:</u>	Div. 21
Quarry tile base	093000	Fire suppression system	
Ceiling:		<u>Plumbing:</u>	Div. 22
Cleanable, suspended, acoustical	095113	Connections to food service equipment	
Walls:		Plumbing and gas connections	
Epoxy-painted concrete masonry units	042000 / 099123	Hand washing lavatory	
		Floor drains	
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
N/A		Supply/return air system	
		Independent temperature control	
<u>Miscellaneous:</u>		Kitchen canopy exhaust system	
Cash registers		Air conditioning	
Stools			
ENVIRONMENTAL CONSIDERATIONS:		<u>Electrical:</u>	Div. 26
• Uniform lighting		Single-level switching	
• Cleanable building surfaces		Fluorescent lighting	
• Proper ventilation of space to remove cooking odors		Illumination level: See Table 7600-16	
• Electrical/plumbing/mechanical connections for food service equipment		Central sound system	
• Staging for serving should not conflict with tray return to dishwashing area		Duplex receptacles along permanent perimeter walls	
		Electrical supply to support equipment specified	
		Clock	
		Circuits for portable generator	
		TVSS protected quad receptacle adjacent to data and video ports	
		<u>Communications²:</u>	Div. 27
		T1 1 voice port and phone	
		T2 2 data ports at cash registers	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	

NOTES:

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

DRY FOOD STORAGE**H-SD-5B**

CAPACITY:
N/A

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Kitchen (H-SD-5)

GOAL:

- To provide an area for food storage

PROGRAM ACTIVITIES:

- Storage

SPATIAL RELATIONSHIPS:

- Adjacent and access to Kitchen
- Near delivery entrance

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate exhaust/ventilation
- Cleanable building surfaces

NOTES:

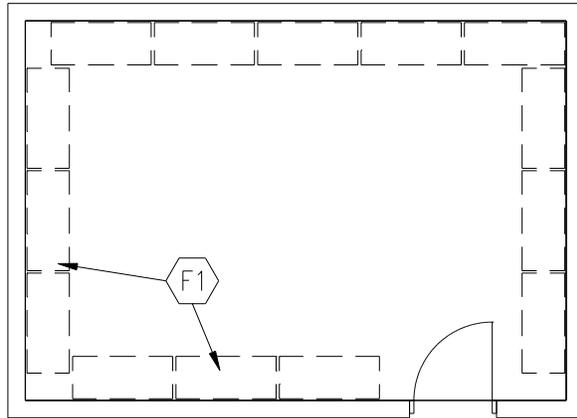
- This is an example of a dry food storage area. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools Food Service Department.

DRY FOOD STORAGE**H-SD-5B**

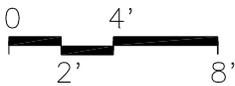
<u>Finishes</u> ¹ :	Spec. Ref.#	<u>Features</u> ¹ :	Spec. Ref.#
Flooring:		Fixed Equipment:	
Quarry tile	093000	F1 Rust-resistant 24" deep shelving and dunnage racks	114000
Base:			
Quarry tile base	093000		
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Cleanable, suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Epoxy-painted concrete masonry units	042000 / 099123	N/A	
<u>Loose Furnishings:</u>		<u>HVAC:</u>	Div. 23
N/A		Exhaust air system	
		Supply/return air system	
		Independent temperature control	
		<u>Electrical:</u>	Div. 26
		Single level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Duplex receptacles	
		<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.

PAPER PRODUCTS, CARTS, AND UTENSILS STORAGE**H-SD-5C**

KITCHEN



CAPACITY:
N/A

SIZE:
• varies, see table

ANCILLARY SPACES:
• Kitchen (H-SD-5)

GOAL:

- To provide storage for paper products used in preparing and serving meals

PROGRAM ACTIVITIES:

- Storage

SPATIAL RELATIONSHIPS:

- Adjacent and access to Kitchen
- Adjacent to Serving Area

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Adequate ventilation
- Cleanable building services

NOTES:

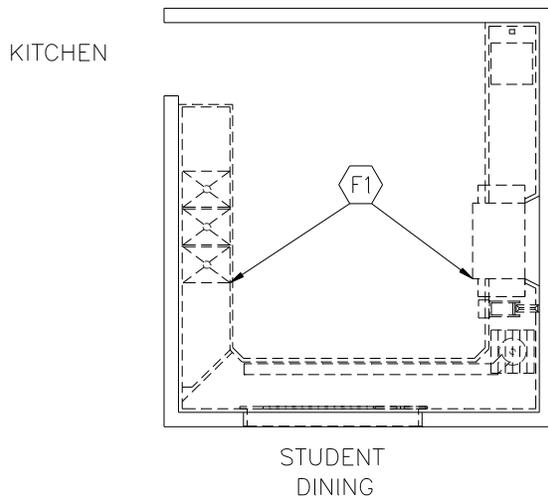
1. Loose furnishings and features shown represent one of many possible arrangements.

PAPER PRODUCTS, CARTS, AND UTENSILS STORAGE**H-SD-5C**

<u>Finishes</u> ¹ :	Spec. Ref.#	<u>Features</u> ¹ :	Spec. Ref.#
Flooring:		Fixed Equipment:	
Quarry tile	093000	F1 Rust-resistant shelving	114000
Resilient tile flooring	096519		
Base:		<u>Fire Suppression:</u>	Div. 21
Quarry tile base	093000	Fire suppression system	
Resilient base	096519		
Ceiling:		<u>Plumbing:</u>	
Cleanable, suspended, acoustical	095113	N/A	
Walls:		<u>HVAC:</u>	Div. 23
Epoxy-painted concrete masonry units	042000 / 099123	Exhaust air system	
		Supply/return air system	
		Independent temperature control	
		<u>Electrical:</u>	Div. 26
		Single level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Duplex receptacles	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	
		N/A	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

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

WARE WASHING**H-SD-5D****GOAL:**

- To clean dishes, trays, and cutlery

PROGRAM ACTIVITIES:

- Washing trays, dishes, and cutlery

SPATIAL RELATIONSHIPS:

- Adjacent to Student Dining with access through overhead coiling counter door (solid)
- Adjacent and access to Kitchen

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Proper ventilation of space to remove steam and condensation
- Cleanable building surfaces
- Lavatory in adjacent area

CAPACITY:

- Food Service Staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Student Dining (H-SD-1)
- Kitchen (H-SD-5)

NOTES:

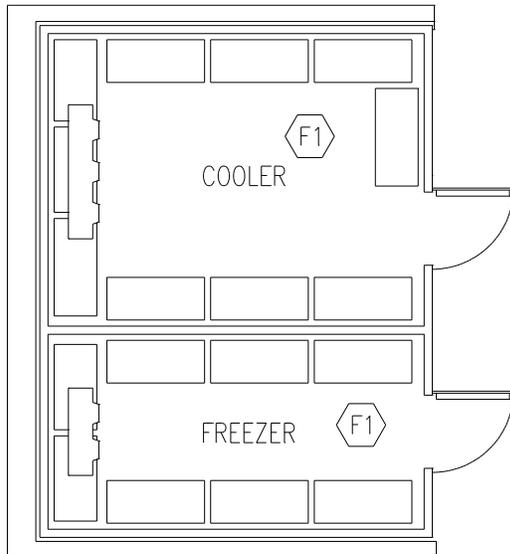
1. This is an example of a ware washing area. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools Food Service Department.

WARE WASHING**H-SD-5D**

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
Flooring:		<u>Fixed Equipment:</u>	
Quarry tile	093000	F1 Food service equipment	114000
		Dish machine [no pant leg hood]	
Base:		Dish tables	
Quarry tile base	093000	Soap dispenser	
		Towel holder	
Ceiling:		Hand sink	
Cleanable, suspended, acoustical	095113	Wash down station	
Walls:		<u>Fire Suppression:</u>	Div. 21
Epoxy-painted concrete masonry units	042000 / 099123	Fire suppression system	
		<u>Plumbing:</u> Div. 22	
		Lavatory	
		Connections to food service equipment	
		Floor drains	
		<u>HVAC:</u> Div. 23	
		Supply/return air system	
		Independent temperature control	
		Exhaust hood system	
		<u>Electrical:</u> Div. 26	
		Single level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Central sound system	
		Duplex receptacles	
		Connections to food service equipment	
		<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.

COOLER / FREEZER**H-SD-5E****GOAL:**

- To provide space for manufacturer freezer and refrigerator units to store food for short periods of time

PROGRAM ACTIVITIES:

- Refrigerated storage of perishable products

SPATIAL RELATIONSHIPS:

- Adjacent and access to Kitchen
- Near delivery entrance

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Ventilation for refrigeration machinery
- Cleanable building surfaces
- Floor to be flush with adjacent kitchen floor
- Electrical service for refrigeration equipment

CAPACITY:

- Food service staff

SIZE:

- varies, see table

ANCILLARY SPACES:

- Kitchen (H-SD-2)

NOTES:

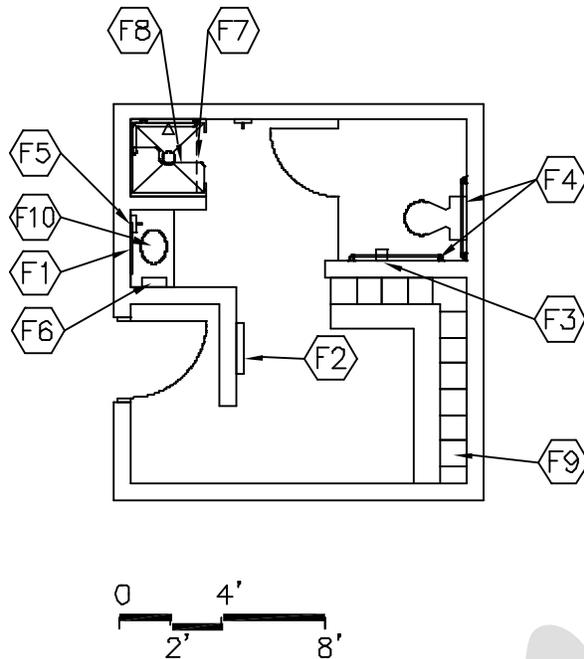
1. This is an example of a cooler/freezer. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools Food Service Department.

COOLER / FREEZER**H-SD-5E**

COOLER / FREEZER		H-SD-5E	
<u>Finishes</u> ¹ :	Spec. Ref.#	<u>Features</u> ¹ :	Spec. Ref.#
Flooring:		Fixed Equipment:	
Quarry tile	093000	Rust-resistant shelving, 18" deep with additional 24" deep dunnage racks in freezer	114000
Base:			
Manufactured insulated panel	114000		
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Manufactured insulated panel	114000	Fire suppression system	
Walls:		<u>Plumbing:</u>	
Manufactured insulated panel	114000	N/A	
		<u>HVAC:</u>	Div. 23
		Exhaust air system for compressors	
		<u>Electrical:</u>	Div. 26
		Single level switching	
		Incandescent lighting	
		Illumination level: See Table 7600-16	
		Electrical connections to freezer/cooler refrigeration equipment	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	
		N/A	
		<u>Miscellaneous:</u>	
		N/A	

NOTES:

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

RESTROOM / SHOWER / LOCKERS**H-SD-6****CAPACITY:**

- Food service staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Kitchen (H-SD-5)

GOAL:

- To provide a safe, clean, and private toilet and changing area for food service staff

PROGRAM ACTIVITIES:

- Changing clothes
- Personal hygiene
- Showering

SPATIAL RELATIONSHIPS:

- Adjacent and access to Kitchen and Serving Area
- Near Office
- Provide blind condition at entry

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 40
Ceiling minimum: CAC 35
- Moisture and stain-resistant finishes
- Special consideration for wheelchair access and physical accessibility needs (ADA)
- Adequate exhaust and ventilation

NOTES:

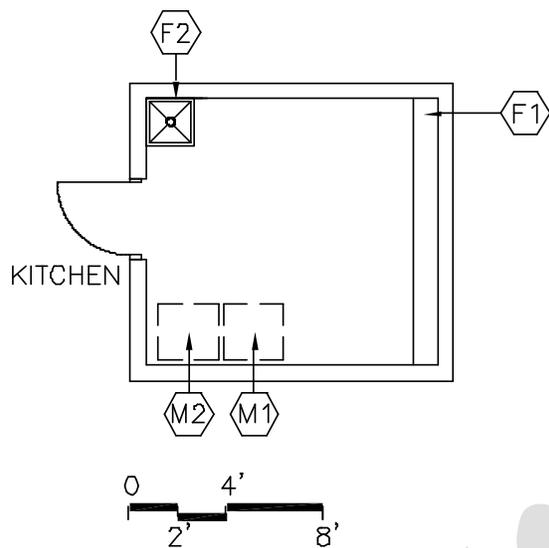
1. Loose furnishings and features shown represent one of many possible arrangements.
2. Shower shall be designed to accommodate conversion to an accessible shower, if necessary.

RESTROOM / SHOWER / LOCKERS**H-SD- 6**

<u>Finishes¹:</u>	<u>Spec. Ref.#</u>	<u>Features¹:</u>	<u>Spec. Ref.#</u>
<u>Flooring:</u>		<u>Fixed Equipment:</u>	
Ceramic tile	093000	F1 Casework:	
		Cabinet	123200
<u>Base:</u>		F2 24" x 60" mirror	102800
Ceramic mosaic tile base	093013	F3 Toilet tissue holder	102800
		F4 36" and 42" grab bars	102800
<u>Ceiling:</u>		F5 Soap dispenser	102800
Restroom: Suspended, acoustical	095113	F6 Towel dispenser	102800
Shower: Painted portland Cement plaster	092400 / 099123	F7 Shower curtain and rod	102800
		F8 ADA shower accessories/seat	102800
<u>Walls:</u>		F9 Lockers	105113
Restroom: Epoxy painted concrete masonry units	099123	F10 16" x 24" mirror	102800
Shower: Ceramic tile	093013		
		<u>Fire Suppression:</u>	Div. 21
		Fire suppression system	
		<u>Plumbing:</u> Div. 22	
		Wall-mounted water closet	
		Wall-mounted lavatory	
		Plumbing connections	
		ADA shower controls and head	
		Floor drains - in locker area and shower	
		<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.

CLEANING STORAGE**H-SD-7****GOAL:**

- To store chemicals used in cleaning and maintaining kitchen

PROGRAM ACTIVITY:

- Lockable space to store chemicals and equipment used in cleaning and maintaining the kitchen

SPATIAL RELATIONSHIP:

- Adjacent and access to Kitchen

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Cleanable building surfaces
- Sensors for spilled chemicals
- Adequate exhaust/ventilation

CAPACITY:

- Food service personnel

SIZE:

- 150 SF

ANCILLARY SPACES:

- Kitchen (H-SD-5)

NOTES:

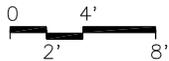
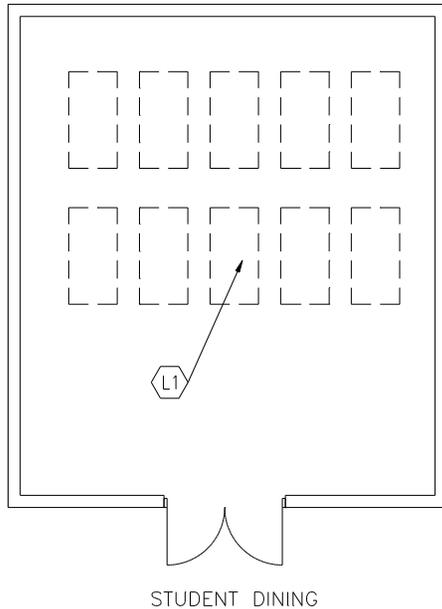
1. This is an example of a cleaning storage area. Food service equipment will vary from school to school; confirm requirements with District of Columbia Public Schools' Food Service Department.
2. Loose furnishings and features shown represent one of many possible arrangements.

**CLEANING STORAGE
H-SD-7**

<u>Finishes</u> ¹ :	<u>Spec. Ref.#</u>	<u>Features</u> ¹ :	<u>Spec. Ref.#</u>
Flooring:		<u>Fixed Equipment:</u>	
Resilient tile flooring	096519	F1 Rust-resistant shelving for chemicals	114000
Base:		F2 Mop rack	102800
Resilient base	096519		
Ceiling:		<u>Fire Suppression:</u>	Div. 21
Cleanable, suspended, acoustical	095113	Fire suppression system	
Walls:		<u>Plumbing:</u> Div. 22	
Epoxy-painted concrete masonry units	042000 / 099123	Plumbing connections	
		Service sink	
		Washer	
		Floor drain	
		<u>HVAC:</u> Div. 23	
		Exhaust air system	
		Supply/return air system	
		Independent temperature control	
		Connections for washer and dryer	
		<u>Electrical:</u> Div. 26	
		Duplex receptacles	
		Single-level switching	
		Fluorescent lighting	
		Illumination level: See Table 7600-16	
		Connections for washer and dryer	
		<u>Communications:</u>	
		N/A	
		<u>Electronic Safety and Security:</u>	Div. 28
		Life safety devices per code	
		<u>Miscellaneous:</u>	
		M1 Washer	
		M2 Dryer	

NOTES:

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

CHAIR / TABLE STORAGE**H-SD-8**

CAPACITY:
N/A

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Cafeteria/Commons (H-SD-1)

GOAL:

- To provide convenient storage for tables and chairs

PROGRAM ACTIVITY:

- Storage

SPATIAL RELATIONSHIPS:

- Adjacent and access to Cafeteria/Commons

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Cleanable building surfaces
- Accessibility for moving furniture in and out
- Lockable doors

NOTES:

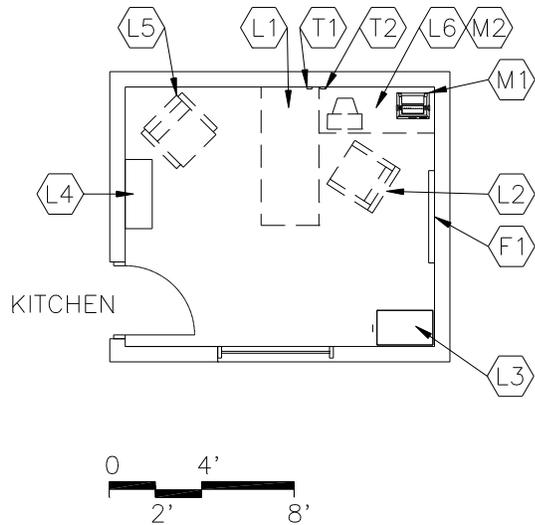
1. Loose furnishings and features shown represent one of many possible arrangements.

CHAIR / TABLE STORAGEH-SD-8

<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> N/A	
<u>Base:</u> Resilient base	096519	<u>Fire Suppression:</u> Fire suppression system	Div. 21
<u>Ceiling:</u> Suspended, acoustical	095113	<u>Plumbing:</u> N/A	
<u>Walls:</u> Painted concrete masonry units 042000 / 099123		<u>HVAC:</u> Div. 23 Supply/return air system	
<u>Loose Furnishings:</u> L1 Dollies for tables and chairs		<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> N/A	
		<u>Miscellaneous:</u> N/A	

NOTES:

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

OFFICE**H-SD-9****GOAL:**

- To provide an area to keep records and conduct business

PROGRAM ACTIVITIES:

- Scheduling
- Staff evaluations/discipline/meetings

SPATIAL RELATIONSHIP:

- Adjacent and access to Kitchen

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Environmental sound control:
Wall minimum: STC 40
Ceiling minimum: CAC 35
- Electrical outlet on each wall for equipment
- Visual access to Kitchen and Serving Area

CAPACITY:

- Food service manager
- Food service staff

SIZE:

- Varies, see table

ANCILLARY SPACES:

- Kitchen (H-SD-2)

NOTES:

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

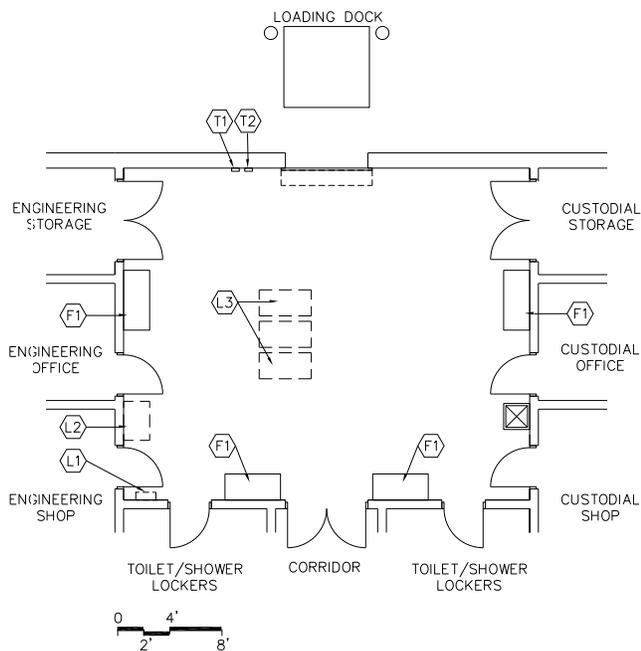
OFFICE		H-SD-9	
	Spec. Ref.#		Spec. Ref.#
<u>Finishes</u> ¹ :		<u>Features</u> ¹ :	
Flooring:		Fixed Equipment:	
Resilient tile flooring	096519	F1 Tack board (4 LF)	101100
Base:		<u>Fire Suppression</u> :	Div. 21
Resilient base	096519	Fire suppression system	
Ceiling:		<u>Plumbing</u> :	
Suspended, acoustical	095113	N/A	
Walls:		<u>HVAC</u> :	Div. 23
Painted concrete masonry units	042000 / 099123	Supply/return air system Independent temperature control	
<u>Loose Furnishings</u> :		<u>Electrical</u> :	Div. 26
L1 Desk		Duplex receptacles	
L2 Ergonomic task chair		TVSS protected quad receptacle adjacent to data port	
L3 1, 4-drawer locking file cabinet		Single-level switching	
L4 Adjustable height bookshelves (12 LF)		Fluorescent lighting	
L5 Guest chair		Illumination level: See Table 7600-16	
L6 Computer workstation		Clock	
Wastebasket		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 Printer	
		M2 Computer	

NOTES:

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

Maintenance & Custodial Space Requirements

Space	Suggestions			Comments
	Qty.	S.F.	Total	
Receiving	1	600	600	
Custodial Office	1	100	100	
Custodial Storage	1	300	300	
Engineer's Office	1	100	100	
Engineering Storage	1	200	200	
Toilet/Shower/Lockers	2	150	300	
Total			1600	

RECEIVING**CAPACITY:**

- Maintenance personnel

ANCILLARY SPACES:

- Custodian Shop
- Custodial Storage
- Engineering Shop
- Engineering Storage
- Toilet/Shower/Lockers

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:

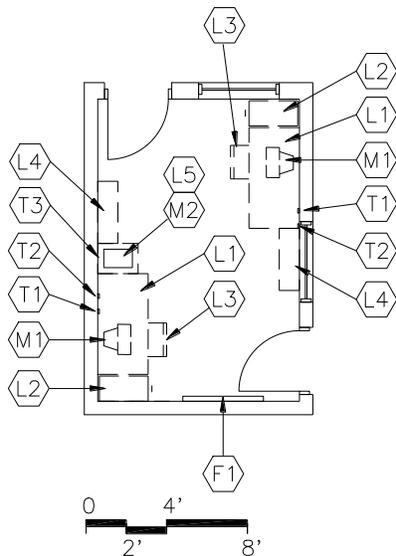
- Loading and unloading
- Storage of furniture, materials for special events, paper, and general supplies

SPATIAL RELATIONSHIPS:

- Access to loading dock area
- Access to a main corridor
- Adjacent and access to Custodian Shop
- Adjacent and access to Custodial Storage
- Adjacent and access to Engineering Shop
- Adjacent and access to Engineering Storage
- Adjacent and access to Toilet/Shower/Lockers

ENVIRONMENTAL CONSIDERATIONS:

- Double doors with removable mullions to corridor
- High ceiling
- Staging area with insulated overhead door large enough for forklift access
- Uniform lighting
- Electrical outlets for equipment

CUSTODIAL OFFICE**CAPACITY:**

- Maintenance and custodial staff
- Building engineer

ANCILLARY SPACES:

- Receiving
- Custodial Shop

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

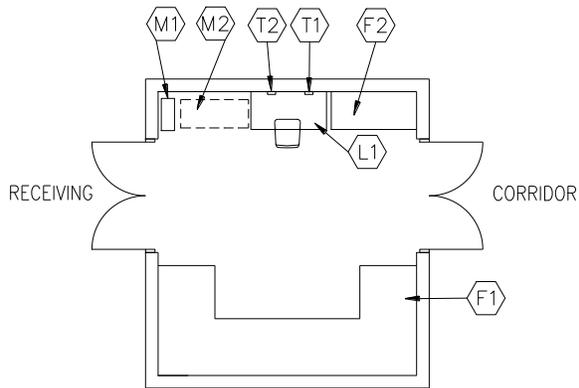
SPATIAL RELATIONSHIPS:

- Adjacent and access to Receiving
- Near corridor
- Adjacent and access to Custodial Shop

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Visual control from Receiving
- Visual control from Custodial Shop

CUSTODIAL STORAGE



- CAPACITY: 0 2' 4'
- Custodial personnel⁸
 - Engineering personnel

- ANCILLARY SPACES:
- Receiving

GOAL:

- To serve as the central point for storage of bulk commodities and equipment

PROGRAM ACTIVITY:

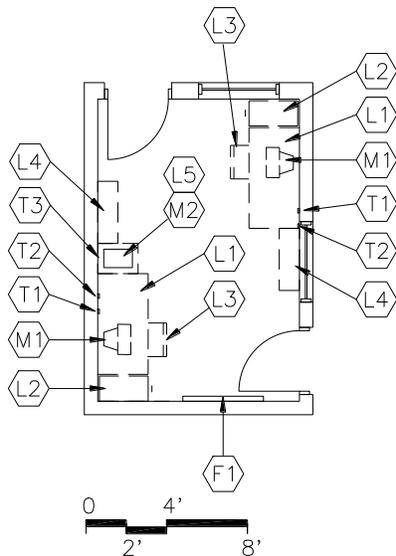
- Storage of furniture, materials for special events, paper, and general supplies

SPATIAL RELATIONSHIPS:

- Adjacent to Receiving
- Easy access to a main corridor
- Near Custodial Shop

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Double doors with removable mullions to Receiving and Corridor
- High ceilings
- Electrical outlets for equipment

ENGINEERING OFFICE**CAPACITY:**

- Maintenance and custodial staff
- Building engineer

ANCILLARY SPACES:

- Receiving
- Engineering Shop

GOAL:

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

PROGRAM ACTIVITIES:

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

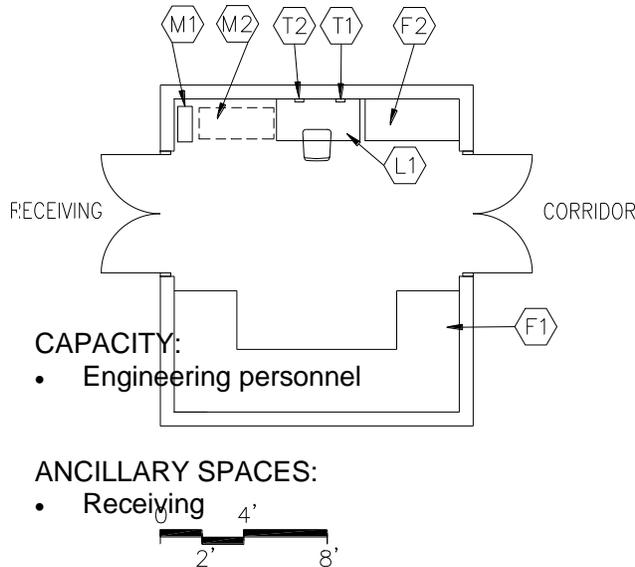
SPATIAL RELATIONSHIPS:

- Adjacent and access to Receiving
- Near corridor
- Adjacent and access to Engineering Shop

ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Electrical outlets for equipment
- Visual control from Receiving
- Visual control from Engineering Shop

ENGINEERING STORAGE



CAPACITY:

- Engineering personnel

ANCILLARY SPACES:

- Receiving

GOAL:

- To serve as the central point for storage of bulk commodities and equipment

PROGRAM ACTIVITY:

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

SPATIAL RELATIONSHIPS:

- Adjacent to Receiving
- Easy access to a main corridor
- Near Engineering Shop

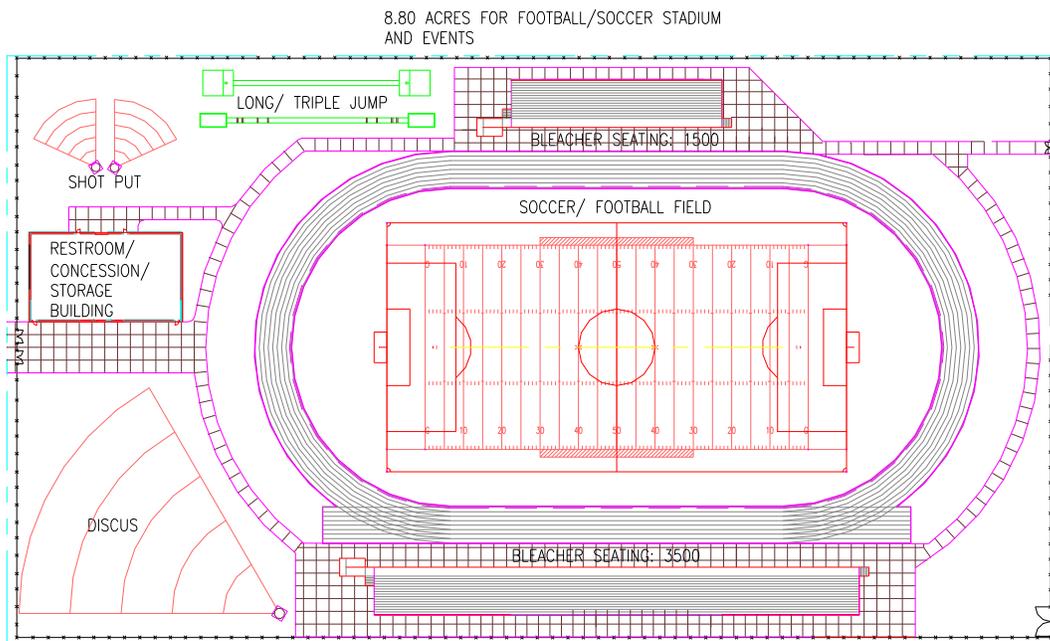
ENVIRONMENTAL CONSIDERATIONS:

- Uniform lighting
- Double doors with removable mullions to Receiving and Corridor
- High ceilings
- Electrical outlets for equipment

PHYSICAL EDUCATION FIELDS

Provide 6-lane track with center soccer/football field; field events; bleacher seating for 400, basketball and 4 tennis courts if feasible.

- 1) Provide grading of fields with 1 percent to 1-1/2 percent slope.
- 2) Provide 6- or 8-lane, 400-meter running track/football field in accordance with NCAA standards.
- 3) Design track radius to allow for a soccer or football field inside the track with player benches.
- 4) Provide field events that include high jump, long/triple jump, discus, shot-put and pole vault.
- 5) Provide a 4-foot high chain link perimeter fence surrounding track with gates at center field and as needed for maintenance.
- 6) Include track equipment storage under bleachers – drive-in if feasible.



Stadium Support Facilities (if stadium is on-site)

These areas shall be located centrally to all competitive athletic fields. Locate the ticket booth so that it creates a main gate area for the public attending outdoor competitive sporting events.

1) Restrooms (2 @ 300 SF) May be in the main building

- Restrooms (Male & Female) shall have steel, securable entrance doors.
- Ceilings shall be hard – no lay-in ceiling.
- Restroom partitions and fixtures shall be durable
- Forced ventilation shall be provided in restrooms.
- The restroom area floor surface shall be non-slip epoxy resin sloped to a floor drain. Note: Maintenance of the floor will include mopping so that the texture of the epoxy resin cannot be excessively rough.
- The restroom walls shall be block with epoxy paint.

2) Ticket Booth (60 SF)

- This will be an unsecured building when not in use
- The utility closet floor shall be sealed concrete.

3) Concessions Stand (400 SF)

- This building will be centrally located with window facing the home and visitors sides.
- The concession stand shall include serving windows and counters to accommodate up to four lines of customers.
- The concession stand shall be equipped with plumbing and electrical outlets for popcorn poppers, coffee makers, microwaves, ice machine, etc.
- The concessions stand floor shall be sealed concrete.

4) Storage (200 SF)

- The storage area shall have an overhead door plus a steel personnel door.
- The storage area shall include electrical outlets for lighting.
- The storage area shall include shelving for storage of small equipment
- The storage room shall be provided with sufficient ventilation.
- The storage area floor shall be sealed concrete.

7) Stadium Press Box (400 SF)

- This building shall be located on the home side at the football/soccer/track stadium.
- The press box shall be a minimum of 640 SF.
- The press box shall be totally enclosed with sufficient glazing to provide an unobstructed view of the entire tack and playing field area.
- The front windows of the press box shall be operable.
- A high desk counter shall be provided under the front press box windows.
- The press box shall be heated and air-conditioned.
- A P/A sound system shall be provided.
- An upper deck with safety railing on all sides shall be provided on the roof of the press box. Access to the upper deck shall be by stairs from inside the press box.
- Provide electrical power on press box upper deck for video recording equipment.
- Provide electrical wiring and control connections from the press box to the scoreboard location.

Attachment D

Offer Letter

Attachment D

[Offeror's Letterhead]

[Insert Date]

District of Columbia Department of General Services
2000 14th Street, NW
Washington, D.C. 20009

Att'n: Mr. Christopher Weaver
Acting Director

Reference: Request for Proposals
Design-Build Services – Ron Brown Middle School

Dear Director 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 design-build services for the modernization of Ron Brown Middle School. The Offeror has reviewed the RFP and the attachments thereto, any addenda 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, the Preconstruction Fee, the Design-Build Fee (all as defined in paragraph A), and General Conditions Budget (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, the Preconstruction Fee, the Design-Build Fee, and the General Conditions Budget are referred to as the "Offeror's Bid").

The Offeror's Bid is as follows:

A. The Design Fee is: \$ _____

The Preconstruction Fee is: \$ _____

The Design-Build Fee is: \$ _____

The Offeror acknowledges and understands that the Preconstruction Fee and the Design-Build Fee are firm, fixed prices and other than as permitted in the Form of Contract will not be subject to further adjustment. The Offeror also acknowledges that fifty percent (50%) of the Design-Build Fee is at-risk, and the selected Offeror will only be entitled to such amount as set forth in the Form of Contract. The Offeror acknowledges and understands that design costs will be reimbursed at cost subject to a cap equal to the Design Fee bid by the Offeror.

B. The estimated cost of the Offeror's general conditions (the "General Conditions Budget") is set forth below. The General Conditions Budget consists of the following elements:

Cost of construction staff (only field staff are reimbursable)	\$ _____
Fringe Benefits associated with field staff costs	\$ _____
Payroll taxes and payroll insurance associated with field staff costs	\$ _____
Staff costs associated with obtaining permits and approvals	\$ _____
Out-of-house consultants	\$ _____
Travel, Living and Relocation expenses	\$ _____
Job vehicles	\$ _____
Field office for CM including but not limited to:	\$ _____
• Trailer purchase and/or rental	
• Field office installation, relocation and removal	
• Utility connections and charges during the Construction Services phase	
• Furniture	
• Field offices for the Office and Program Manager	
• Office supplies	
Office equipment including but not limited to:	\$ _____
• Computer hardware and software	
• Fax machines	
• Copy machines	
• Telephone installation, system and uses charges	
Job radios	\$ _____
Local delivery and overnight delivery costs	\$ _____
Field computer network	\$ _____
First aid facility	\$ _____
Progress photos	\$ _____
Printing cost for drawings, bid packages, etc.	\$ _____
Other (please itemize)	\$ _____
 Total General Conditions Budget	 \$ _____

The Offeror acknowledges and understands that the General Conditions Budget will be incorporated into the contract and that the Offeror will not be permitted to exceed the General Conditions Budget for General Conditions Costs unless it first obtains the written approval of the Department.

C. In addition, the Offeror hereby represents that, based on its current rating with its surety, the indicated cost of a payment and performance bond is [INSERT PERCENTAGE].

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

1. The Offeror agrees to hold its proposal open for a period of at least one hundred and twenty (120) 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. In the event the Bidder fails for do so, the Department shall have the right to levy upon the Offeror's bid bond.

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. In addition to any other remedies that the Department may have at law or in equity, the Department shall have the right to levy upon Bidder's Bid Bond in the event of a breach of this paragraph 3.

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 sub-consultant that is certified by the District of Columbia Office of Department of Small and Local Business Enterprises as a Local, Small, Resident Owned 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: _____

Title: _____

Attachment E

Disclosure Statement

Attachment E

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 Projects and Facilities Management

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
McKissack & McKissack**

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.

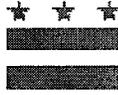
OFFEROR:

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

Attachment F

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.

Attachment G

Davis-Bacon Wage Rates

General Decision Number: DC150002 09/18/2015 DC2

Superseded General Decision Number: DC20140002

State: District of Columbia

Construction Type: Building

County: District of Columbia Statewide.

BUILDING CONSTRUCTION PROJECTS (does not include single family homes or apartments up to and including 4 stories).

Note: Executive Order (EO) 13658 establishes an hourly minimum wage of \$10.10 for 2015 that applies to all contracts subject to the Davis-Bacon Act for which the solicitation is issued on or after January 1, 2015. If this contract is covered by the EO, the contractor must pay all workers in any classification listed on this wage determination at least \$10.10 (or the applicable wage rate listed on this wage determination, if it is higher) for all hours spent performing on the contract. The EO minimum wage rate will be adjusted annually. Additional information on contractor requirements and worker protections under the EO is available at www.dol.gov/whd/govcontracts.

Modification Number	Publication Date
0	01/02/2015
1	01/09/2015
2	02/20/2015
3	03/06/2015
4	04/03/2015
5	05/08/2015
6	05/22/2015
7	06/26/2015
8	07/03/2015
9	07/17/2015
10	08/07/2015
11	08/14/2015
12	09/11/2015
13	09/18/2015

ASBE0024-007 10/01/2013

	Rates	Fringes
ASBESTOS WORKER/HEAT & FROST INSULATOR.....	\$ 33.13	13.76

Includes the application of all insulating materials, protective coverings, coatings and finishes to all types of mechanical systems

ASBE0024-008 10/09/2013

	Rates	Fringes
ASBESTOS WORKER: HAZARDOUS MATERIAL HANDLER.....	\$ 20.86	5.46

Includes preparation, wetting, stripping, removal, scrapping, vacuuming, bagging and disposing of all insulation materials, whether they contain asbestos or not, from mechanical systems

ASBE0024-014 10/01/2013

	Rates	Fringes
FIRESTOPPER.....	\$ 26.06	5.90

Includes the application of materials or devices within or around penetrations and openings in all rated wall or floor assemblies, in order to prevent the passage of fire, smoke of other gases. The application includes all components involved in creating the rated barrier at perimeter slab edges and exterior cavities, the head of gypsum board or concrete walls, joints between rated wall or floor components, sealing of penetrating items and blank openings.

BRDC0001-002 05/03/2015

	Rates	Fringes
BRICKLAYER.....	\$ 30.36	9.69

CARP0132-008 05/01/2015

	Rates	Fringes
CARPENTER, Includes Drywall Hanging, Form Work, and Soft Floor Laying-Carpet.....	\$ 27.56	9.08
PILEDRIVERMAN.....	\$ 26.79	8.85

CARP1831-002 04/01/2013

	Rates	Fringes
MILLWRIGHT.....	\$ 31.59	8.58

ELEC0026-016 06/01/2015

	Rates	Fringes
ELECTRICIAN, Includes Installation of HVAC/Temperature Controls.....	\$ 42.80	15.33

ELEC0026-017 09/01/2014

	Rates	Fringes
ELECTRICAL INSTALLER (Sound & Communication Systems).....	\$ 27.05	8.58

SCOPE OF WORK: Includes low voltage construction, installation, maintenance and removal of teledata

facilities (voice, data and video) including outside plant, telephone and data inside wire, interconnect, terminal equipment, central offices, PABX, fiber optic cable and equipment, railroad communications, micro waves, VSAT, bypass, CATV, WAN (Wide area networks), LAN (Local area networks) and ISDN (Integrated systems digital network).

WORK EXCLUDED: The installation of computer systems in industrial applications such as assembly lines, robotics and computer controller manufacturing systems. The installation of conduit and/or raceways shall be installed by Inside Wiremen. On sites where there is no Inside Wireman employed, the Teledata Technician may install raceway or conduit not greater than 10 feet. Fire alarm work is excluded on all new construction sites or wherever the fire alarm system is installed in conduit. All HVAC control work.

ELEV0010-001 01/01/2015

	Rates	Fringes
ELEVATOR MECHANIC.....	\$ 41.09	28.385+a+b

a. PAID HOLIDAYS: New Year's Day, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Christmas Day and the Friday after Thanksgiving.

b. VACATIONS: Employer contributes 8% of basic hourly rate for 5 years or more of service; 6% of basic hourly rate for 6 months to 5 years of service as vacation pay credit.

IRON0005-005 06/01/2015

	Rates	Fringes
IRONWORKER, STRUCTURAL AND ORNAMENTAL.....	\$ 30.65	18.135

IRON0201-006 05/01/2015

	Rates	Fringes
IRONWORKER, REINFORCING.....	\$ 27.50	18.58

LABO0657-015 06/01/2015

	Rates	Fringes
LABORER: Skilled.....	\$ 22.63	7.31

FOOTNOTE: Potmen, power tool operator, small machine operator, signalmen, laser beam operator, waterproofer, open caisson, test pit, underpinning, pier hole and ditches, ladders and all work associated with lagging that is not expressly stated, strippers, operator of hand derricks, vibrator operators, pipe layers, or tile layers, operators of jackhammers, paving breakers, spaders or any machine that does the same general type of work, carpenter

tenders, scaffold builders, operators of towmasters, scootcretes, buggymobiles and other machines of similar character, operators of tampers and rammers and other machines that do the same general type of work, whether powered by air, electric or gasoline, builders of trestle scaffolds over one tier high and sand blasters, power and chain saw operators used in clearing, installers of well points, wagon drill operators, acetylene burners and licensed powdermen, stake jumper, demolition.

MARB0002-004 05/03/2015

	Rates	Fringes
MARBLE/STONE MASON.....	\$ 35.19	15.72

INCLUDING pointing, caulking and cleaning of All types of masonry, brick, stone and cement EXCEPT pointing, caulking, cleaning of existing masonry, brick, stone and cement (restoration work)

MARB0003-006 05/03/2015

	Rates	Fringes
TERRAZZO WORKER/SETTER.....	\$ 26.75	10.28

MARB0003-007 05/03/2015

	Rates	Fringes
TERRAZZO FINISHER.....	\$ 21.96	9.35

MARB0003-008 05/03/2015

	Rates	Fringes
TILE SETTER.....	\$ 26.75	10.28

MARB0003-009 05/03/2015

	Rates	Fringes
TILE FINISHER.....	\$ 21.96	9.35

PAIN0051-014 06/01/2014

	Rates	Fringes
GLAZIER		
Glazing Contracts \$2 million and under.....	\$ 24.77	9.85
Glazing Contracts over \$2 million.....	\$ 28.61	9.85

PAIN0051-015 06/01/2014

Rates Fringes

PAINTER

Brush, Roller, Spray and Drywall Finisher.....	\$ 24.89	9.05
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PLAS0891-005 07/01/2013

	Rates	Fringes
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PLASTERER.....	\$ 28.33	5.85
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PLAS0891-006 02/01/2014

	Rates	Fringes
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CEMENT MASON/CONCRETE FINISHER...	\$ 27.15	9.61
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PLAS0891-007 08/01/2014

	Rates	Fringes
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FIREPROOFER

Handler.....	\$ 16.50	4.24
Mixer/Pump.....	\$ 18.50	4.24
Sprayer.....	\$ 23.00	4.24

Spraying of all Fireproofing materials. Hand application of Fireproofing materials. This includes wet or dry, hard or soft. Intumescent fireproofing and refraction work, including, but not limited to, all steel beams, columns, metal decks, vessels, floors, roofs, where ever fireproofing is required. Plus any installation of thermal and acoustical insulation. All that encompasses setting up for Fireproofing, and taken down. Removal of fireproofing materials and protection. Mixing of all materials either by hand or machine following manufactures standards.

* PLUM0005-010 08/01/2015

	Rates	Fringes
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PLUMBER.....	\$ 39.67	16.60+a
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a. PAID HOLIDAYS: Labor Day, Veterans' Day, Thanksgiving Day and the day after Thanksgiving, Christmas Day, New Year's Day, Martin Luther King's Birthday, Memorial Day and the Fourth of July.

PLUM0602-008 08/01/2014

	Rates	Fringes
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PIPEFITTER, Includes HVAC Pipe Installation.....	\$ 38.24	19.42+a
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a. PAID HOLIDAYS: New Year's Day, Martin Luther King's Birthday, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day and the day after Thanksgiving and Christmas Day.

ROOF0030-016 05/01/2015

	Rates	Fringes
ROOFER.....	\$ 28.50	11.04

SFDC0669-002 04/01/2015

	Rates	Fringes
SPRINKLER FITTER (Fire Sprinklers).....	\$ 32.40	18.12

SHEE0100-015 07/01/2015

	Rates	Fringes
SHEET METAL WORKER (Including HVAC Duct Installation).....	\$ 39.79	16.77+a

a. PAID HOLIDAYS: New Year's Day, Martin Luther King's Birthday, Memorial Day, Independence Day, Labor Day, Veterans Day, Thanksgiving Day and Christmas Day

SUDC2009-003 05/19/2009

	Rates	Fringes
LABORER: Common or General.....	\$ 13.04	2.80
LABORER: Mason Tender - Cement/Concrete.....	\$ 15.40	2.85

LABORER: Mason Tender for pointing, caulking, cleaning of existing masonry, brick, stone and cement structures (restoration work); excludes pointing, caulking and cleaning of new or replacement masonry, brick, stone and cement.....\$ 11.67

POINTER, CAULKER, CLEANER, Includes pointing, caulking, cleaning of existing masonry, brick, stone and cement structures (restoration work); excludes pointing, caulking, cleaning of new or replacement masonry, brick, stone or cement.....\$ 18.88

WELDERS - Receive rate prescribed for craft performing operation to which welding is incidental.

Unlisted classifications needed for work not included within the scope of the classifications listed may be added after award only as provided in the labor standards contract clauses (29CFR 5.5 (a) (1) (ii)).

The body of each wage determination lists the classification and wage rates that have been found to be prevailing for the cited type(s) of construction in the area covered by the wage determination. The classifications are listed in alphabetical order of "identifiers" that indicate whether the particular rate is a union rate (current union negotiated rate for local), a survey rate (weighted average rate) or a union average rate (weighted union average rate).

Union Rate Identifiers

A four letter classification abbreviation identifier enclosed in dotted lines beginning with characters other than "SU" or "UAVG" denotes that the union classification and rate were prevailing for that classification in the survey. Example: PLUM0198-005 07/01/2014. PLUM is an abbreviation identifier of the union which prevailed in the survey for this classification, which in this example would be Plumbers. 0198 indicates the local union number or district council number where applicable, i.e., Plumbers Local 0198. The next number, 005 in the example, is an internal number used in processing the wage determination. 07/01/2014 is the effective date of the most current negotiated rate, which in this example is July 1, 2014.

Union prevailing wage rates are updated to reflect all rate changes in the collective bargaining agreement (CBA) governing this classification and rate.

Survey Rate Identifiers

Classifications listed under the "SU" identifier indicate that no one rate prevailed for this classification in the survey and the published rate is derived by computing a weighted average rate based on all the rates reported in the survey for that classification. As this weighted average rate includes all rates reported in the survey, it may include both union and non-union rates. Example: SULA2012-007 5/13/2014. SU indicates the rates are survey rates based on a weighted average calculation of rates and are not majority rates. LA indicates the State of Louisiana. 2012 is the year of survey on which these classifications and rates are based. The next number, 007 in the example, is an internal number used in producing the wage determination. 5/13/2014 indicates the survey completion date for the classifications and rates under that identifier.

Survey wage rates are not updated and remain in effect until a new survey is conducted.

Union Average Rate Identifiers

Classification(s) listed under the UAVG identifier indicate that no single majority rate prevailed for those classifications; however, 100% of the data reported for the classifications was union data. EXAMPLE: UAVG-OH-0010 08/29/2014. UAVG indicates that the rate is a weighted union average rate. OH indicates the state. The next number, 0010 in the example, is an internal number used in producing the wage determination. 08/29/2014 indicates the survey completion date for the classifications and rates under that identifier.

A UAVG rate will be updated once a year, usually in January of each year, to reflect a weighted average of the current negotiated/CBA rate of the union locals from which the rate is based.

WAGE DETERMINATION APPEALS PROCESS

1.) Has there been an initial decision in the matter? This can be:

- * an existing published wage determination
- * a survey underlying a wage determination
- * a Wage and Hour Division letter setting forth a position on a wage determination matter
- * a conformance (additional classification and rate) ruling

On survey related matters, initial contact, including requests for summaries of surveys, should be with the Wage and Hour Regional Office for the area in which the survey was conducted because those Regional Offices have responsibility for the Davis-Bacon survey program. If the response from this initial contact is not satisfactory, then the process described in 2.) and 3.) should be followed.

With regard to any other matter not yet ripe for the formal process described here, initial contact should be with the Branch of Construction Wage Determinations. Write to:

Branch of Construction Wage Determinations
Wage and Hour Division
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

2.) If the answer to the question in 1.) is yes, then an interested party (those affected by the action) can request review and reconsideration from the Wage and Hour Administrator (See 29 CFR Part 1.8 and 29 CFR Part 7). Write to:

Wage and Hour Administrator
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

The request should be accompanied by a full statement of the interested party's position and by any information (wage

payment data, project description, area practice material, etc.) that the requestor considers relevant to the issue.

3.) If the decision of the Administrator is not favorable, an interested party may appeal directly to the Administrative Review Board (formerly the Wage Appeals Board). Write to:

Administrative Review Board
U.S. Department of Labor
200 Constitution Avenue, N.W.
Washington, DC 20210

4.) All decisions by the Administrative Review Board are final.

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END OF GENERAL DECISION

Attachment H

Bid Guarantee Certification

Attachment H

Certification Letter for Cashier's Check or Irrevocable Letter of Credit

Offerors who submit a cashier's check or an irrevocable letter of credit ("Alternate Bid Security") in lieu of a bid bond must also submit this certification, properly notarized, with their proposal. By executing this document, Offeror acknowledges that, if awarded this contract, Offeror shall be required to post promptly a payment and performance bond equal to the full value of the contract. In the event Offeror fails to post such payment and performance bond, the Offeror understands and agrees that: (i) the Department shall draw upon the Alternate Bid Security as liquidated damages; (ii) the award and/or contract shall be terminated; (iii) for a period of two (2) years thereafter, the Department will not accept from such Offeror Alternate Bid Security in lieu of a bid bond; and (iv) the Offeror hereby waives the right to protest the termination of any such award or contract. The Offeror further acknowledges and agrees that the damages the Department would experience in the event such award or contract are terminated due to the Offeror's failure to post a payment and performance bond are difficult to determine and that the value of the Alternate Bid Security represents a reasonable estimate of the damages the Department would incur.

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

District of Columbia) ss:

On the ____ day of _____, 20____, before me, a notary public in and for the District of Columbia, personally appeared _____, who acknowledged himself/herself to be _____ of _____, and that he/she as such, being authorized to do so, executed the foregoing instrument for the purposes therein contained.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.

Notary Public
My Commission Expires: _____