Facility Program for a Capital Improvement Project

School of Social Work – New Building

PART 2 PROGRAM

University of Maryland, Baltimore

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A. <u>INTRODUCTION</u>

1. **Preface**

1.1 The purpose of this Part 2 Facilities Program is to propose the need for a new School of Social Work Building. This document will present the specifications for each of the proposed functions / programs, as well as the design guidelines for construction.

1.2 This Facility Program serves several purposes. It is a facilities program statement that is utilized to define the project and direct the Consultant employed by University of Maryland Baltimore to prepare plans and specifications required for contract bidding and construction. In addition, the document also:

   (a) Affords a planning tool with which to develop project familiarity and assess priorities

   (b) Details the rationale and justification for the project, outlining functional need and existing conditions pertaining to facilities to be constructed

   (c) Supports the budget request for funding

   (d) Serves as the focus of review

1.3 This document is also included as a part of the contract with the Consultant for the design of the project and in relation to this function, the document will:

   (a) Identify the performance requirements for the project site

   (b) Provide a detailed description of the project scope

   (c) Describe the functional use, requirements, and performance standards for the project

   (d) Identify the engineering and planning objectives and criteria to be incorporated in the design

   (e) Reference applicable codes and design standards as well as methods and practices required by the client

1.4 This Part 2 Facilities Program is organized into five major sections:

   (a) <u>Section 1, Proposal for a New Facility</u> presents an overview of the Mission, Vision, and Values, History, and Institutional Identity, and describes the Purpose and Facility Needs for a New School of Social Work.

   (b) <u>Section 2, Instructions to the Consultant</u> outlines the project scope, identification of project responsibilities and information to be provided to the Consultant, and

stipulations regarding submittals, reviews, and approvals and codes.

(c)   Section 3, Site Development Criteria details site considerations that must be considered during the design and construction phases.

(d)   Section 4, Building Design Criteria specifies the building requirements.

(e)   Section 5, Space Requirements specifies the space requirements, including room elements and spatial requirements.

B. <u>SECTION 1, PROPOSAL FOR A NEW FACILITY</u>

1. **Information about Agency**

1.1 The University of Maryland, Baltimore ("UMB" or "the University") is in the City of Baltimore and is the State of Maryland's principal professional education and medical center focused on the health and condition of our society. The campus is comprised of the University of Maryland Schools of Dentistry, Law, Medicine, Nursing, Pharmacy, Social Work, the Graduate School, the Thurgood Marshall Law Library, and the Health Sciences and Human Services Library. The campus also encompasses the closely related but independent UMB BioPark, University of Maryland Medical Center (UMMC), including the Shock Trauma and Cancer Centers, the Maryland Institute for Emergency Medical Services Systems, the Institute for Human Virology, and the regional Veterans Administration Medical Center.

1.2 The seventy-five-acre campus is comprised of 65 acres occupied by the University of Maryland, Baltimore and 14 acres occupied by the related institutions. The campus is a densely developed urban setting of approximately 23 city blocks at the western edge of Baltimore's central business district. A daily campus population of over 25,000 persons – including enrollment of more than 6,800 students engaged in professional education, research, health care and outreach services that improve the lives of not only Maryland's citizens but the world's population.

1.3 UMB's emphasis on the health and condition of our society is reinforced by its commitment to be a driving force in Maryland's economy in the bioscience research arena. In 2020, the University was awarded $687.7 million in grants and contracts. UMB yields more than $13 in economic activity for each $1 of state general fund appropriation and is responsible for nearly 23,000 jobs. The University generates over $3 billion in annual economic impact and provides more than 2 million hours a year in service to the public.

1.4 The University has a long and rich tradition of research activities to support the learning that comprises the University's primary focus. Research elevates the quality of clinical care, community services, and educational programs and raises the excellence of the entire campus. It also positively impacts the retention and recruitment of faculty and staff. In response to the goals set by the Board of Regents, the University established that maintaining a competitive edge as a center of excellence in life and health sciences is a key goal for the entire campus community.

2. **University of Maryland School of Social Work**

2.1 The mission at the University of Maryland School of Social Work is to develop practitioners, leaders, and scholars to advance the well-being of populations and communities and to promote social justice. As national leaders, the School of Social Work creates and uses knowledge for education, service innovation, and policy development.

3. **Major Purpose of Project**

3.1 The purpose of this project is to create a modern School of Social Work building for the University to adequately house its current and projected courses of study, faculty, administration, and associated Program centers. The school is currently scattered across 6 buildings, including two off-campus leased locations. Beyond basic space deficiencies, its principal campus building is obsolete due to numerous intrinsic planning deficiencies, poor access, inflexible teaching spaces, and severely burdensome deferred maintenance needs. The new building will allow for the consolidation of the school's resources and departments into a single facility and will reduce the burden on the school for contracting out leased space for its programs. Housing the entire Social Work program in one physical complex that uses the synergy of teaching, professional training, student/faculty interaction, and co-curricular and extracurricular activities will create a vibrant, diverse, and professional learning and service community.

3.2 The new School of Social Work building will house the University of Maryland School of Social Work, including its classrooms, training facilities, class labs, open labs, research areas, offices, study rooms, meeting rooms and building support facilities. Of note is the greatly increased need for staff office and meeting space, proportional to the fourfold growth of the school's research profile since roughly 2007. A period that saw research activity grow from $10.2 M to $45.2 M (2019 awards), such that the school now ranks second at the University in research award dollars. In contrast to medical research, social research is conducted both in a field setting and an office setting, driving the needs enumerated later in this document.

4. **Proposed Site Location**

4.1 The site of the new School of social work building is bounded by N. Greene Street on the east, W. Lexington Street on the south, and Pearl Street on the west.

4.2 A row of blighted and vacant structures on the south side of the site, fronting W. Lexington Street, have been demolished. Additionally, UMB is pursuing acquisition of the Post Office occupying the small block to the south of the project site. If successful, this block would be redeveloped into a campus green space complementing the new School of Social Work. The site area is approximately 1.1 acres. See Site Plan, Figure 3.

4.3 The site is a prominent location for this important building, which will be a signature addition to the campus. The creation of the building on this site will add greatly to the unique urban qualities and strengthen and enhance its role in the community. The importance of the site as home to a future UMB academic building was first articulated in the University's 10-year Facilities Master Plan, published in 2017. This project is integral to UMB's execution of that plan, and emblematic of the University's commitment to Westside revitalization. The School of Social Work, with its mission of innovation in community service, is moreover an ideal presence for a new campus edge location with high potential for community integration**.**

5. **Project Phasing**

5.1 The project will be completed in one phase of design and construction, expected to begin design when funding has become available in October 2022 and to be ready to occupy in February of 2027.
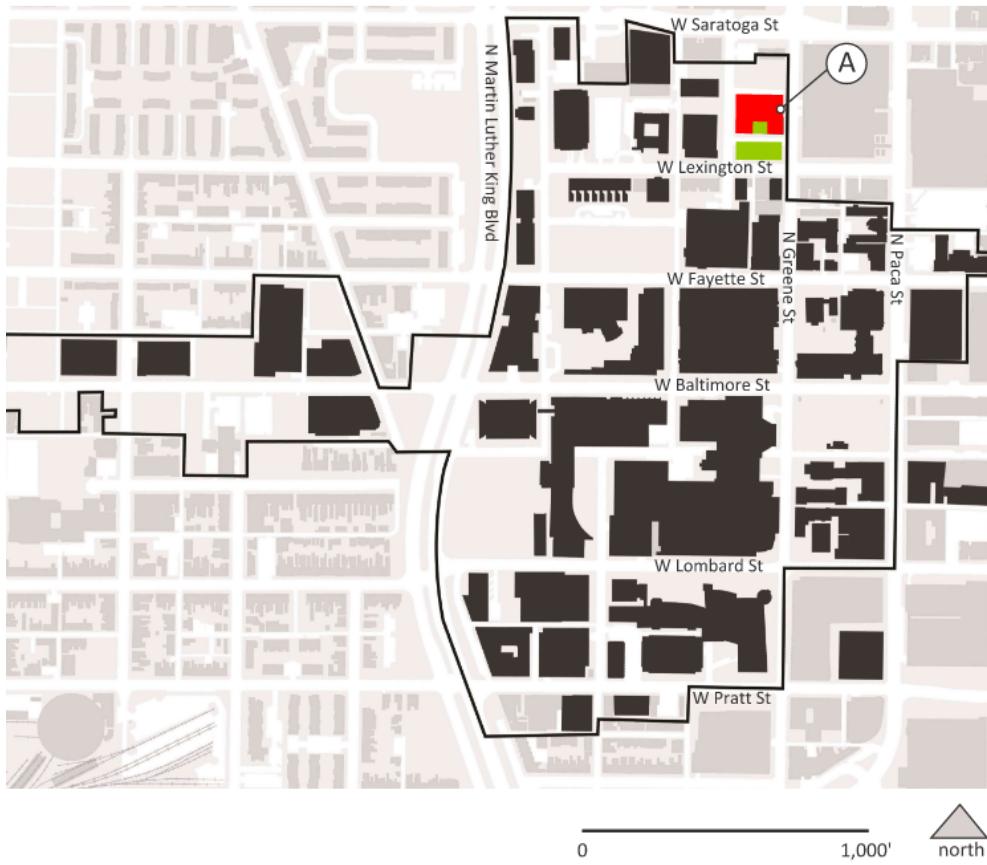
Figure 1 - Campus Map.
A: New School of Social Work

C. SECTION 2, INSTRUCTIONS TO THE CONSULTANT

1. **Project Scope**

1.1 The scope of the project includes the design and construction of a new 129,213 GSF, 73,651 NASF School of Social Work Building. It is the intent to construct a functional, durable, and welcoming facility that may be economically operated, maintained and modified in the future to accommodate changing educational programs and technological infrastructure. To realize these goals, the University expects innovative and appropriately economical design, construction and operating systems conforming to the constraints of the site and the local economy and climate.

1.2 University of Maryland, Baltimore, Facilities Management Design and Construction (UMB D&C) will conduct the Architect/Engineer (Consultant) selection and award the contract to the successful bidder with approval of the State of Maryland Board of Public Works. The consultant contract will be with UMB D&C. UMB D&C is responsible for the implementation of the contract.

2. **Qualifications of the Consultant**

2.1 The Consultant is expected to be the architect serving as the prime design consultant and will utilize managers, designers, and technicians with the education and experience necessary for the design of this project. All contract documents shall be signed and sealed by licensed professionals. As a minimum, the following disciplines are expected for the Consultant's team:

Basic Services Design Team:
    Architect
    Civil Engineer
    Structural Engineer
    Mechanical (HVAC, HVAC Controls, Energy Analyst and Plumbing) Engineer
    Electrical Engineer, including Lighting Design
    Fire Protection / Fire Alarm Engineer

Special Services Required for Design team:
    LEED Accredited Professional
    Acoustical Engineer
    Audio-Visual / Information Technology Specialist
    Cost Estimator/Scheduler
    Land Surveyor
    Geotechnical Engineer
    Building Envelope Commissioning Agent (obtained by the University)
    MEP Commissioning Agent (obtained by the University)
    Interior Design and FF&E Design
    Audio Visual Designer
    Telecommunications Engineer
    Landscape Architect
    Full Team Energy Modeling per ASHRAE 209

3. **Consultant's Design Responsibilities**

3.1 The Consultant will be expected to provide all design services in accordance with the most recent edition of the UMB Procedure Manual for Professional A/E Services. The Procedure Manual is available online.
https://www.umaryland.edu/designandconstruction/documents/

3.2 The Consultant firm shall provide complete professional services for the design of a new School of Social Work Building. The Consultant will be responsible for the complete design of the entire project, including all MEP systems, equipment, piping, controls, and connections to existing utilities. The design shall include all necessary modifications to the proposed site. Design services shall include all calculations, drawings, specifications, details, meetings, etc. required for a complete, accurate and biddable set of documents, fully coordinated between all disciplines.

3.3 The specific programmatic requirements and design criteria provided in this Program are as complete and accurate as possible at this point in the project. It will be the Consultant's responsibility to consult with the users via the UMB D&C to verify or make refinements to these requirements and criteria throughout the design process.

3.4 The Consultant is responsible, during each phase of design, to recommend alternatives that will achieve cost efficiencies to maximize available funding. These recommendations should consider creative design solutions rather than a reduction in the quality of the final product. The design must be flexible enough to allow for subsequent system and sub-systems modifications without massive changes to the physical plant in the future.

3.5 The Consultant shall provide complete and integrated interior design services including the selection and specification of a complete furnishing, equipment, and audio-visual equipment bid package.

3.6 The Consultant shall provide UMB D&C with drawings, studies, calculations, cut sheets, and specifications at each design submittal. Each submission deliverable shall comply with the most recent edition of the UMB Procedure Manual for Professional A/E Services.

4. **Owner's Roles & Responsibilities**

4.1 The University of Maryland, Baltimore, Facilities Management Design and Construction (UMB D&C as Service Center) and the School of Social Work (SSW as Using Agency) will have appropriate representatives as points of contact for the Consultant. All official contractual correspondence must go through the Service Center. The respective responsibilities of UMB D&C and SSW are as follows:

   (a) UMB Facilities Management Design and Construction (UMB D&C as the Service Center).

      i. Select the Consultant.
      ii. Prepare the schedule for the State DGS Architectural Review Board's review

of the design. The Consultant is required to have one meeting/presentation at the Schematic Design stage.

iii. Provide direct contract responsibility for instructions to the Consultant, and for construction management, and administration of the Consultant after selection by the Service Center. Those responsibilities include final design review and approvals (including change orders), all the contract actions (with the informed consent of UMB), and the processing and payment of all invoices.

iv. Serve as the technical advisor to SSW for specific problems that arise during design and construction, including program interpretation.

v. Be responsible for construction contract bidding and award with approval of the State of Maryland Board of Public Works.

vi. Be responsible for inspection of the project and any testing that needs to be done on the site, either by Service Center personnel or a contracted firm.

vii. Provide SSW and review agencies with the design documents and cost information for design review, and then collect and consolidate all comments and send them to the Consultant.

viii. Be responsible for scheduling progress meetings and conferences between the Service Center, SSW, and the Consultant, the number to be identified at the pre-fee negotiation meeting with the selected Consultant.

ix. Interpret, with the concurrence of SSW, the program as it pertains to the execution of both the Consultant and Construction Contracts. The Service Center will coordinate any required program changes as they relate to the Consultant's contract. The Service Center will prepare all contract-related changes. Discharge direct contractual responsibility for instructions to the Consultant, for construction management, and administration of the Consultant. Those responsibilities include final design review and approvals (including change orders) and all the contract actions and the processing and payment of all invoices.

x. Coordinate with the Commissioning Agents for the project with the Consultant participating in the commission activities during design, construction, and the post construction period.

(b) School of Social Work (SSW as the Using Agency)

i. Establish and prepare program requirements and amend the program to address the comments and concerns of the State and the University System of Maryland.

ii. Review submissions for general conformance to program and other institutional criteria, and coordinates with UMB D&C to determine if a program change is required.

iii. Provide the Consultant with the preliminary list of equipment and furniture requirements during the preliminary design phase.

iv. Participate in and review all design and construction issues.

v. Occupy and operate the facility upon completion.

4.2 It is the intent to separately engage the services of a Construction Management (CM) firm.

5. **Information Furnished to the Consultant**

5.1 The UMB Design and Construction (D&C) Archives will make available, for review, any existing utility plans, topographic plats, and record drawings of construction documents (drawings and specifications) on file.

   (a) Drawings of Existing Conditions: Existing utility, site infrastructure and building plans are incomplete. UMB D&C assumes no responsibility regarding the accuracy of any drawings. The Consultant will have to field verify actual systems layouts and existing conditions during design.
   (b) Design Standards: The most current facility design standards are available online. https://www.umaryland.edu/designandconstruction/documents/
   (c) Topography Maps: The Consultant is responsible for providing topography maps. UMB D&C can provide the most recent maps but will assume no responsibility for their accuracy.
   (d) Test Pits, Holes and Borings: The University has no subsurface information for this project. The Consultant is responsible for providing any test pits, holes, or borings as needed to complete the construction documents.
   (e) Prior Studies and Reports: UMB D&C will make available prior studies and reports as necessary to facilitate the design.
   (f) Master Plan: UMB D&C will provide the Consultant with a copy of the most recent master plan.

5.2 The University uses an internet-based project management system, e-Builder®, to administer the project for the duration of the Contract. The Architect shall use this medium for all the project's submissions, documentation, communication, transmittals, submittals, construction logs, storage and management of common documents, and other purposes as determined by the University. The University will provide the e-Builder licenses at no charge to the design team.

5.3 UMB D&C will provide a Room Numbering System at the Schematic Design Phase and any subsequent design phases necessitating a room numbering change.

D.   SECTION 3, SITE DEVELOPMENT CRITERIA

1.   **Site Design Criteria**

1.1   The consultant should refer to the latest edition of the UMB Design Standards Manual that set requirements for Site Design.

1.2   Specific site work required includes, but is not limited to:

(a)   Demolition of existing site improvements.
(b)   Replacement of existing sidewalks, curbs and street paving damaged during construction or as required by the City of Baltimore and in conformance with UMB Urban Design Guidelines. During the initial phase of design, the consultant shall establish the anticipated limits of site improvements.
(c)   A complete analysis and design of all utilities required to support the new building.
(d)   Storm water management and erosion and sediment control design.
(e)   Pedestrian and service vehicle access to the site.

1.3   The building site is bounded by N. Greene Street on the east, W. Lexington Street on the south, and Pearl Street on the west. See Figure 2 – Site Location. Overlapping the contemplated building footprint and to the immediate north is an existing UMB parking lot beyond which will be a new facilities parking lot and green space which are now in the planning stages.

1.4   Topography and Soils. There is a modest slope across the site of approximately 6 feet. A geotechnical report is not available. The consultant shall be required to provide an up-to-date topographic survey sufficiently detailed for compete site and utility design and a new geotechnical investigation and analysis.

1.5   Site Drainage. Storm water drainage must be managed within the limits of the site with outfalls from storm water management structures directed to the closed storm drain system beneath surrounding streets. The consultant shall be required to apply for the required City of Baltimore Clear Water Connection Permit to tie on-site storm drains to the public system.

1.6   Landscape, Hardscape, Site Furnishings, Site Lighting, Public Art. Landscape, hardscape, site furnishings and site lighting shall be designed in accordance with the UMB Urban Design Guidelines. The placement of seating should create comfortable places reinforcing the welcoming image of the new School of Social Work. The consultant shall be required to coordinate with the Maryland State Arts Council on the selection and placement of public art on the site though Maryland's Percent-for-Art Program.

1.7   Access and Service. Building access needs to accommodate pedestrians, vehicular drop-off, emergency vehicles, and service functions. Vehicular and pedestrian access including accessible entrances to the proposed new SSW building can be easily accommodated from all directions. Pearl Street, because of its lower traffic volume, is recommended as the best option for any future back-of-house service access. A paved

service yard accommodating delivery trucks, trash trucks, service vehicles, dumpsters, trash compactor, and pad mounted electrical equipment shall be provided at the north side of the building. This service yard may also support an adjacent future building. Off-peak metered street parking is available on both sides of N. Greene Street.

1.8   Security. The site is two blocks from UMB's police station and is within the University's patrol area. Building security shall be addressed at the inception of each project with Public Safety and Facilities Management. Specific opportunities and constraints shall be identified for the site to ensure that the building design is safe and secure.

1.9   The design of all site features shall conform to the latest editions of the UMB Master Plan, the UMB Urban Design Guidelines and UMB Design Standards Manual. The UMB campus, as it has evolved over the past 200 years, possesses a unique, urban quality, characterized by the density and scale of its schools and buildings, palette of materials, preservation of older structures, and relationship to non-University buildings and historic districts within the City of Baltimore. The Urban Design Guidelines are provided to ensure that the quality and relationships within the built environment continue to support the mission of the University well into the future.

1.10 All work that takes place within City of Baltimore rights-of-way including road, curb, and sidewalk improvements and utility connections require review and approval of a Developer's Agreement.

2.   **Utility Design Criteria**

2.1   The Consultant's recommendation for alignments and new connections are to be submitted during the preliminary design stage of the project. The Consultant is responsible for bringing any foreseen impact on the capacity of the existing utilities to the on-site and public utility network to the attention of the University.

2.2   Underground utilities investigation including test pits and utility locating by the Consultant is necessary to establish the precise location and size of all underground utilities and/or services in the construction area and surrounding the site. The Consultant is responsible for the complete system design of all new utility extensions from the points of the connection with existing systems to the building site. Further, the Consultant is responsible for a thorough investigation of all above- and below-ground existing utilities to properly design and locate the new utility services. In the event a utility system within the site boundaries is identified to be insufficient to support the loads identified for this project, an upgrade of the insufficient utility system(s) is included in the project scope. This is understood to include an evaluation of all on-site utilities and any demand, which may be incurred on "down-stream" utility lines.

2.3   New and existing demand shall be coordinated with the City of Baltimore to ensure that all issues are considered, such as adequate capacities at tie-in points, etc. The design of public water, storm water, and sanitary utilities are to meet the requirements and approval of the City of Baltimore. Gas and the electric service are to meet the requirements and approval of BGE.

2.4   *Steam Service*. Steam is available in Pearl Street though the exact extent and size is not known. Consultant shall determine from the district steam utility provider the type of service available and the optimum location for connection to the system. Steam service availability and capacity are to be coordinated with and in accordance with district steam provider's standards and details.

2.5   *Chilled Water Service.* UMB has a planned extension of its chilled water system (as of May 2020) that will bring chilled water north from the School of Dentistry to the rear of buildings facing the south side of Fayette Street. Consultant shall plan to connect to that chilled water extension near the intersection of Pearl Street and Reiman Court. The necessary approval of a City Developer's Agreement for the portions of the connection in public rights-of-way shall be part of the project.

2.6   *Site Electric Service*. The building electric service is to be provided from UMB's private electric network. Primary electrical service is available from the University 13.2 kV distribution system. Provide a new feeder pair (15 kV, 500 MCM, 133% EPR) from the Master Switching Station (MSS) through an existing UMB electric manhole located at the NW corner of W Lexington St & N Arch St. A new duct bank and manhole arrangement shall be provided from the existing UMB manhole to the new School of Social Work building (Figure 2 – Proposed Site Utilities). Ductbank construction through any public right-of-way will require the City of Baltimore's approval for the connection. Refer to the electrical section of the report for building electrical requirements.

2.7   *Telecommunications Service*. Telecommunication service to the proposed building is to be served from the campus telecommunication network, the closest point being an existing vault in Arch Street northwest of UMB's Lexington Building. Please refer to the electrical section of the report for building telecommunication requirements.

2.8   *Domestic Water*. The project will be supplied domestic water from the City of Baltimore system. The consultant is to locate the water service and design a connection to the building. The consultant will be required to obtain all approvals from the City to construct the underground waterline and connection to the existing piping. The building connection will be a combined domestic and fire waterline. Flow tests on fire hydrant located nearest to the proposed water connection will be required to confirm the existing pressure and available water volume. The building will require redundant water connections for fire protection. Water is available in both Greene and Pearl Streets for the redundant connections.

2.9   *Natural Gas*. Natural gas will be brought to the building from the existing BGE underground gas piping. The consultant is to locate the existing gas system and design from the existing gas line connection to the building to provide heating service. The consultant is to confirm with BGE that the capacity of the existing gas service is adequate and reliable for the building loads. The consultant will be required to obtain all approvals from BGE for use and metering of the gas service and with the City of Baltimore for construction within the right- of-way.

2.10 *Sanitary Sewer*. The building will be connected to the existing Baltimore City sanitary system. Sanitary sewer is available near the southwest corner of the construction site. The consultant is to locate the sanitary service and design a connection to the building. The consultant is to obtain approval from the City of Baltimore for the connection to their sewer system. Included in the approval is the confirmation of the capacity of the existing sewers for the additional flow from the building.

2.11 *Storm Drainage*. The existing Baltimore City storm drain network in the area consists of closed storm drain systems beneath Greene, Lexington, and Pearl Streets which all converge near the southwest corner of the site and ultimately flow to a large culvert beneath Arch Street one block to west of the site. The consultant is to obtain approval from the City of Baltimore for the connection(s) to their storm system. Included in the approval is the confirmation of the capacity of the existing storm drains for the additional flow from the building and the site. Drainage patterns around structures should be directed away from foundations, walks, patios, roadways, and grass areas so as not to interfere with the function of these site elements. The new building site drainage and storm drain system to include all storm water management structures, if any, as required below. Public storm drains are available near the southwest corner of the construction site.

2.12 *Storm Water Management*. The selected Consultant is required to provide SWM in accordance with the latest edition of MDE guidelines. Early coordination with the reviewing agency (MDE) is essential to preclude delays. In general, a site/grading plan adequately developed to provide a complete sediment control plan and storm water management plan including required supporting calculations must be submitted at or immediately following the Design Development submittal stage.

2.13 *Erosion and Sediment Control*. Erosion and sediment control practices shall be in conformance with the latest Maryland Standards and Specifications for Soil Erosion and Sediment Control for State and Federal Projects published jointly by Water Resource Administration, Soil Conservation Service, and State Soil Conservation Committee. Plans will require review and approval by MDE concurrent with stormwater management reviews. The Consultant will also be required to apply for the required National Pollutant Discharge Elimination System (NPDES) Permit through MDE.

2.14 *100-Year Flood Plain*. The Consultant is to confirm that the 100-year flood plain is not within the project limits.

2.15 *Traffic and Parking*. The Consultant will be required to perform a traffic study for the effect of the building on the surrounding roadways. Any new curb cuts and the removed parking will need to be included in the report. Pedestrian traffic from the building and disruption of the existing traffic is to be covered in the report. Temporary traffic control for utility construction will be included in the design documents and approved by the City of Baltimore. Onsite parking is not anticipated.
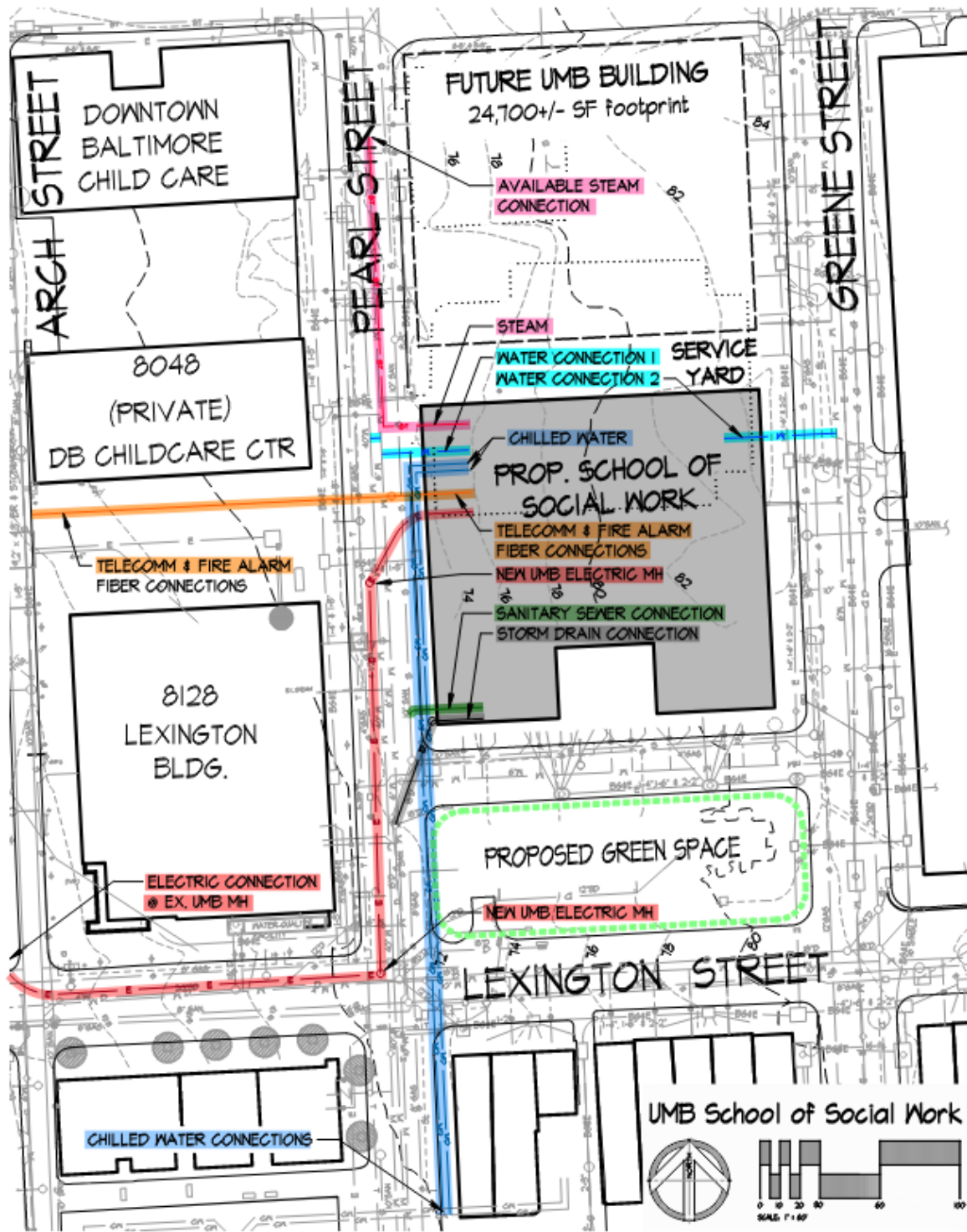
Figure 2 - Proposed Site Utilities. Offsite design work is involved to bring utilities to the building site.

E. SECTION 4, BUILDING DESIGN CRITERIA

1. **Building Design Criteria**

1.1 The overarching requirement for the design is to provide the optimal accommodation of the program requirements within the constraint of the construction budget. The primary design goals are functional flexibility, warm and welcoming aesthetics, and environmentally sensitive sustainable design. Energy conservation measures must be integrated into the design concept. The selection and quality of finish materials both interior and exterior must be appropriate to UMB and shall conform to the latest edition of the UMB Urban Design Guidelines and UMB Design Standards Manual.

(a) In keeping with School of Social Work's mission, vision and strategic direction, the unique objectives for this project are as follows:

i. EDUCATION. Provide innovative instruction, research, and continuing education programs to educate students, alumni, and community partners to become skilled practitioners and leaders. Ensure learning spaces can flex and adapt to accommodate emerging learning modalities and technologies. Design corridors and transitional spaces to facilitate interprofessional interactions and collaborations of learners from all backgrounds.

ii. COMMUNITY IMPACT. Promote individual, group, family, and community well-being at local, state, national, and international levels. Create a facility that is welcoming, warm, inviting, and responsive to the scale and context of the neighborhood.

iii. RESEARCH. Create, evaluate, and implement social work innovations. Workspace should promote collaboration, health, and productivity, while also providing flexibility to adapt to changing work habits.

iv. DIVERSITY. Create an atmosphere that fosters cultural responsiveness within the school and the community. Be an inclusive space for all that serves the unique needs of our diverse student body and community.

v. THE PROFESSION. Set a standard for the profession in educating and implementing best practices. Create spaces that are comfortable, functional, practical, and flexible to permit future change. Provide access to outdoor green spaces such as a plaza, internal courtyard, or occupied roof and treat the design of outdoor spaces with the same quality level as indoor spaces.

vi. FINANCIAL RESOURCES. Increase the breadth and depth of support for the School of Social Work. Focus on those issues that will provide efficiency of operation relative to the University's mission, day-to-day operations, maintenance, and energy conservation.

vii. ENVIRONMENTAL JUSTICE. All building and site components of this new project should reflect UMB & SSW's essential commitment to environmental justice, sustainability & resilience. Access to daylight & views, integrative design, renewable energy systems, finish material selections, greenwalls, use of recycled or re-purposed materials are examples of some of the strategies being sought for the design.

1.2 The consultant should refer to the latest edition of the UMB Urban Design Guidelines and UMB Design Standards Manual that set requirements for:
- Exterior Building Design
- Building Typology
- Building Form
- Windows and Entrances
- Exterior Materials
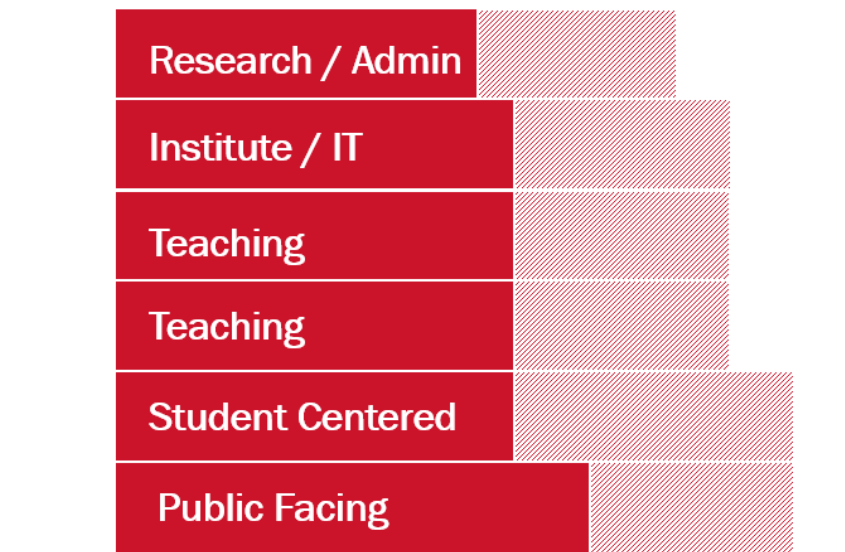
Figure 3 - Program Themes by Floor
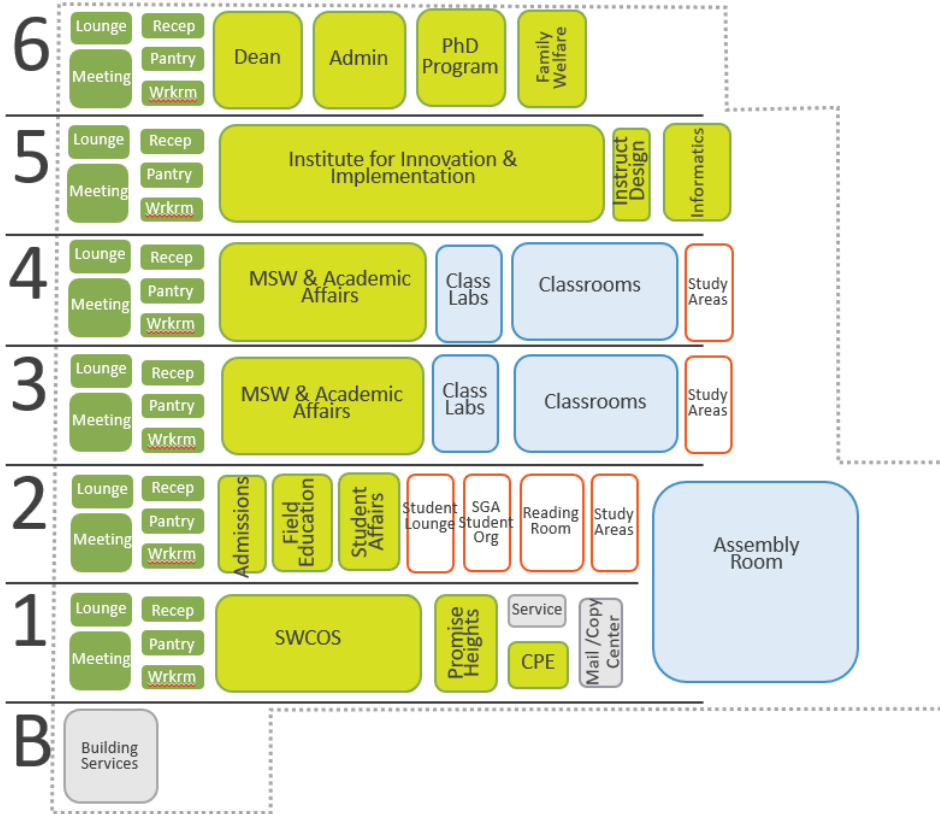
Figure 4 - Program Organization. Each floor is programmed with shared meeting space, reception, lounge, pantry, and workroom.

Figure 1 - Massing Concept. Materials and scale should be compatible with the surrounding neighborhood.

1.3 The project is situated within a designated historic district. Maryland Historic Trust (MHT) should be consulted early in the design to ensure compatibility with existing historic fabric in the district.

1.4 The consultant should refer to latest edition of the UMB Master Specifications that set requirements for:
- General Requirements
- Existing Conditions
- Openings Figure 2- Program Organization. Each floor is provided with shared meeting spaces, reception area, lounge, pantry, and workroom.
- Specialties
- Equipment
- Furnishings
- Special Construction

1.5 Building Service Spaces: In addition to the program space required by the project program, the design of each project shall include necessary general use and service spaces. Quantification of general use space shall be determined by building code requirements, such as toilet rooms, emergency egress stairs, elevators, etc., and/or by functional necessity, such as equipment rooms, loading areas, etc. General use space (sometimes categorized as "non-assignable area") is included in the total GSF. The following functions shall be accommodated:
- General Use (Circulation) Space
- Toilet Rooms
- Storage and Shipping Rooms
- Maintenance and Custodial Rooms
- Mechanical Equipment Rooms
- Electrical Equipment Rooms
- Voice, Computer, Data, and IT Rooms
- Water Service Entry Room
- Fire Command Center

1.6 Design of Toilet Facilities. Toilet facilities shall be designed as all-gender in lieu of segregated-gender type. Appropriate single user shower facilities for bicycle commuters shall be provided.

2. **Mechanical and Plumbing Design Criteria**

2.1 In general, the systems shall be designed to provide maximum reliability, including the avoidance of systems or equipment for which there is an inadequate history of satisfactory performance. The work must be designed to be readily maintainable with adequate clearances for servicing provided for all operating equipment. No operating equipment shall be located above ceilings unless specifically designed for above ceiling applications and only when there are no suitable alternate locations. Additional system design components shall be utilized to the LEED rating goal.   Energy simulations along

with LEED required calculations shall be provided to support the LEED certification level for the building.

2.2 The consultant should refer to the latest edition of the <u>UMB Design Standards Manual</u> that set requirements for:
- Plumbing Design
- HVAC Design
- Fire Protection Design

2.3 The consultant should refer to latest edition of the <u>UMB Master Specifications</u> that set requirements for Mechanical Divisions 21-23.

2.4 Building Heating System Design: High pressure steam service shall connect to the existing district steam distribution system. Building heating water shall be produced through steam to hot water heat exchangers. In lieu of high-pressure steam, other sustainable design practices shall be considered to minimize detrimental impacts to the environment over the life of the building.

2.5 Building Cooling Design: Chilled water shall connect to the campus east chilled water loop located in Pearl Street. Chilled water shall be distributed in the building to provide cooling throughout the building. Other sustainable design practices shall be considered to minimize detrimental impacts to the environment over the life of the building.

2.6 Building Domestic Water Heating Design: Domestic hot water shall be produced from low pressure steam system via steam to hot water heat exchangers. In lieu of low-pressure steam, other sustainable design practices shall be considered to minimize detrimental impacts to the environment over the life of the building.

2.7 Systems commissioning: Coordinate specifications with the commissioning plan for all mechanical and electrical systems and equipment. The plan shall include description of performance testing of each piece of equipment, every system and the operating safety controls and interlocks in accordance with the design capacities and parameters. The plan shall include the documentation of each system performance to ensure compliance with design intent and fine tuning and calibration as necessary. The A/E shall cooperate and coordinate with the commissioning agent, construction manager, and trade subcontractor to develop the plan, shall review all data sheets and documentation, and shall review all performance testing reports to verify the performance meets the design intent.

3. **Electrical Design Criteria**

3.1 The design shall provide safe and reliable electrical systems, which are flexible, maintainable, and energy efficient. The design shall comply with all applicable codes, regulations and standards including UMB's Design Standards. Verify UMB's specification requirements for proprietary equipment and product and system independent testing.

3.2 The consultant should refer to latest edition of the <u>UMB Master Specifications</u> that set requirements for Electrical Divisions 26-28 including:

a) Coordinate building substation arrangement with UMB standards.
b) Emergency / Standby Power Design.
c) Power and lighting design (including the recent legislative move towards all-electric heating systems reducing UMB's carbon footprint).
d) Rooftop Solar array (grid-tie application).
e) Fire alarm design
f) Security design
g) Telecommunications and audio-visual design.

3.3   The consultant shall contract a Telephone / Data engineering specialist who will be responsible for the following at a minimum:
a) Incorporating UMB Center for Information Technology Services (CITS) Standards and details into project contract documents.
b) Coordinating with CITS for determining networking requirements, connections, and pathway to the new building.
c) Design and commissioning of network infrastructure supporting the buildings networking and communications systems such as Eduroam wi-fi, building automation, fire alarm, audio visual systems, access control, security, and utility metering.
d) UMB is served by a dedicated Fire Alarm fiber loop that is separate from the IT/Communications fibber network.

F.   SECTION 5, SPACE REQUIREMENTS

1.   **Introduction**

1.1 The following diagrams and specifications represent the consultant's understanding of
     the spaces and their requirements based on meetings with the Owner. All room
     requirements and specifications shall be reviewed in detail with the Owner during the
     program verification phase.

2.   **Common Office Areas**

2.1 The office program supports many different departments with the School of Social
     Work. Each department has a common need for meeting space, a reception area to
     greet and orient visitors, a work area for photocopying and printing, lounge space, and
     kitchenette space. Rather than duplicate these functions inside each department, it was
     determined that common resources would be provided on each floor to be shared
     primarily by the departments occupying that floor. The quantity and type of meeting
     space was determined through a best-practices approach analysis of the quantity of
     open workspace. The quantity, type, and distribution of meeting space by floor shall be
     evaluated and refined during the design phase.
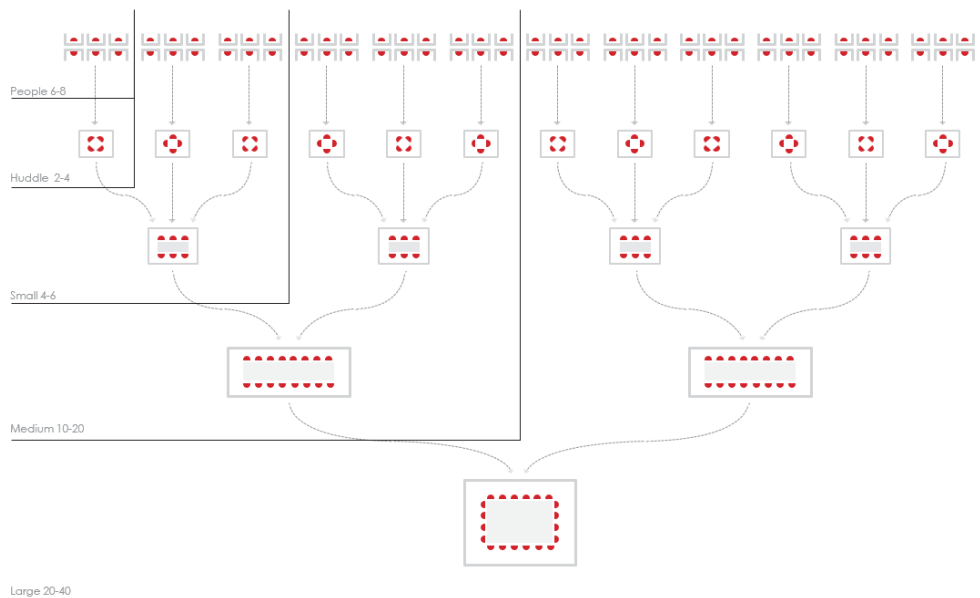
Figure 6 - Determining the Quantity and Type of Shared Meeting
Spaces

3. **Workspaces**

3.1 The table below summarizes the 5 workspace types found in the program.

1 Dean Office
250 SF
Adjustable height work desk, return with overhead storage, bookcases, small table with 6 chairs.
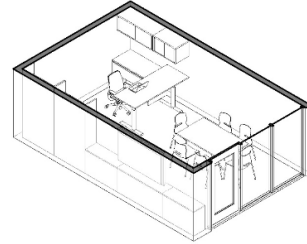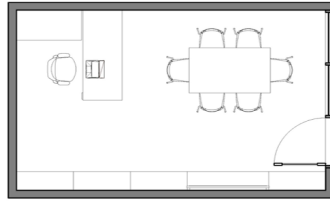
2 Associate Dean Office
150 SF
Adjustable height work desk, return with overhead storage, bookcase, small table with 4 chairs.
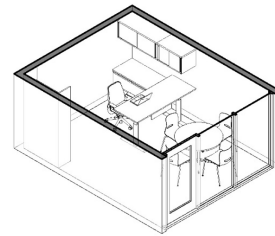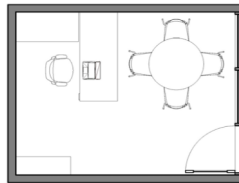
3 Standard Office
110 SF
Adjustable height work desk, return with overhead storage, bookcase, 2 chairs.
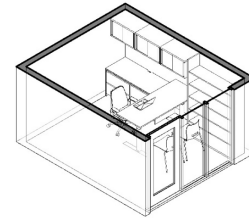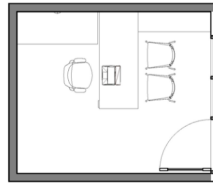
4 Open Workspace
64 SF
Modular workstation with storage.

5 Hoteling
36 SF
Table and chair.
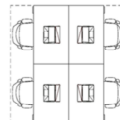
4. **Assembly Room**

4.1 The program includes a 4,000 SF multi-purpose flat floor assembly room that is subdividable into four spaces to accommodate four concurrent 30-person meetings, one concurrent 50-person meeting with two 25-person break-out rooms, or one 200-person meeting. The program supports this multi-purpose assembly room with appropriate support space for pre-function, furniture storage, catering support, coat storage, and audio-visual equipment.

150 seats @ 27sf/seat
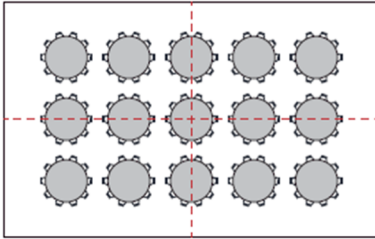
200 seats @ 20sf/seat
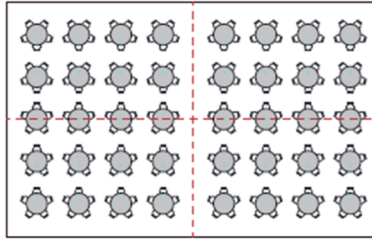
182 seats @ 22sf/seat
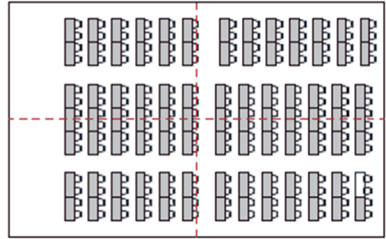
200 seats @ 20sf/seat
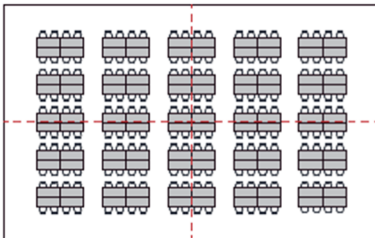
340 seats @ 12sf/seat

330 seats @ 12sf/seat

200 seats @ 20sf/seat
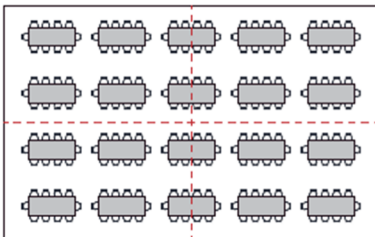
160 seats @ 25sf/seat
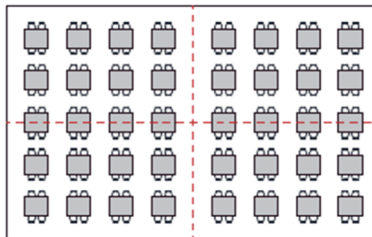
166 seats @ 24sf/seat
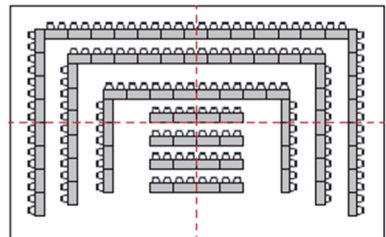
Program Code	HEGIS Code	Space Description	Persons	NASF / Person	NASF / Unit	No. of Units	Total NASF
1.0		**Classroom Facilities**					
1.01	110	Small Classroom	30	30	900	11	9,900
1.02	115	Classroom Storage			150	1	150
		Total: Classroom Facilities					10,050
2.0		**Class Lab Facilities**					
2.01	210	Interview Room	6	25	150	6	900
2.02	210	Home Health Lab	4		500	1	500
2.03	210	Media Share Class Lab	30	30	900	2	1,800
2.04	215	AV Control Room	2	75	150	1	150
		Total: Laboratory Facilities					3,350
3.0		**Study Facilities**					
3.01	410	Quiet Study	6	25	150	3	450
3.02	410	Library / Reading Room	20	25	500	1	500
3.03	455	Print Station			30	4	120
		Total: Study Facilities					1,070
4.0		**Special Use Facilities**					
4.01	530	Production Studio - Small	2		120	1	120
4.02	530	Production Studio - Large	5		200	1	200
		Total: Special Use Facilities					320
5.0		**General Use Facilities**					
5.01	610	Assembly Room	200	20	4000	1	4,000
5.02	610	Assembly Room Prefunction	200	5	1000	1	1,000
5.03	615	Furniture Storage			500	1	500
5.04	615	Coat Room			200	1	200
5.05	630	Catering Pantry			300	1	300
5.06	650	Student Lounge	30	25	750	1	750
5.07	655	Student Kitchen / Vending			200	1	200
5.08	655	Student Lockers	50	2.25	112.5	1	113
5.09	650	Meditation / Prayer Room			110	1	110
5.10	655	Lactation Room			110	1	110
		Total: General Use Facilities					7,283
6.0		**Office Facilities**					
		Student Offices					
6.01	330	Student Organization Office	10	64	640	2	1,280
6.02	330	Student Government Office	4	64	256	1	256
		Common Office					
6.03	315	Reception	1		220	6	1,320
6.04	315	Workroom			150	6	900
6.09	350	Medium Conference Room	14	23.6	330	5	1,650
6.10	350	Large Conference Room	24	20.8	500	1	500
6.05	650	Faculty and Staff Lounge	10	25	250	6	1,500
6.06	655	Kitchen			110	6	660
6.07	680	Small Meeting Room	8	27.5	220	10	2,200
6.08	680	Huddle Rooms	4	27.5	110	30	3,300
		Administration - Dean's Suite					
6.03	310	Reception	1		220	1	220
6.11	310	Dean	1		250	1	250
6.12	310	Assistant Dean Adminsitration	1		150	1	150
6.12	310	Associate Dean Academic Affaris	1		150	1	150
6.13	310	Dean Office Specialist	1		110	1	110
6.13	310	Assistant Dean of DEI	1		110	1	110

Program Code	HEGIS Code	Space Description	Persons	NASF / Person	NASF / Unit	No. of Units	Total NASF
6.13	310	Assistant Dean Communications	1		110	1	110
6.13	310	Associate Dean Research	1		110	1	110
6.13	310	Associate Dean of Development	1		110	1	110
6.13	310	Development Associate	2		110	2	220
6.14	310	Administrative Support Pool	6	64	384	1	384
6.14	310	Communications	2	64	128	1	128
		Administration Suite					
6.12	310	Director of Finance	1		150	1	150
6.12	310	HR Business Partner	1		150	1	150
6.12	310	Grant Facilitator	1		150	1	150
6.13	310	Building Manager	1		110	1	110
6.13	310	Events Specialist	1		110	1	110
6.13	310	Human Resources	1		110	1	110
6.13	310	Administration Analyst	1		110	1	110
6.14	310	HR Generalist	2	64	128	1	128
6.14	310	Accountant Associate	6	64	384	1	384
6.14	310	Accountant	10	64	640	1	640
6.14	310	Pre Award	3	64	192	1	192
6.14	310	Facility and Events Specialist Team	4	64	256	1	256
6.16	315	Administrative Storage Room			110	1	110
		PhD Program					
6.12	310	Executive Director	1		150	1	150
6.13	310	PhD Program Coordinator	1		110	1	110
6.14	310	Post Doc Space	10	64	640	1	640
6.14	310	PhD Collaborative Workspace	10	64	640	1	640
6.17	650	PhD Lounge / Quiet Study / Library	25	25	625	1	625
		Family Welfare and Research					
6.13	310	Director Family Welfare & Research	1		110	1	110
6.13	310	Research Dir Family Welfare & Research	1		110	4	440
6.13	310	Family Welfare & Research Offices	1		110	4	440
6.14	310	Family Welfare & Research	12	64	768	1	768
6.16	315	Administrative Storage Room			110	1	110
		Institute for Innovation & Implementation					
6.12	310	Assitant Dean	1		150	1	150
6.12	310	Deputy Director	1		150	1	150
6.13	310	Events Assistant Director	1		110	1	110
6.13	310	Events Supervisor	1		110	1	110
6.13	310	HR and Business Director	1		110	2	220
6.13	310	HR and Business Supervisor	1		110	1	110
6.13	310	Media Director	1		110	1	110
6.13	310	Media Supervisor	1		110	1	120
6.13	310	Communications Director	1		110	1	110
6.13	310	Policy Director	1		110	1	110
6.13	310	Policy Supervisors	1		110	3	330
6.13	310	Evaluation Director / Faculty	1		110	1	110
6.13	310	Evaluation Faculty	1		110	5	550
6.13	310	Research Director / Faculty	1		110	1	110
6.13	310	Research Faculty	1		110	3	330
6.13	310	Workforce Director / Faculty	1		110	1	110
6.13	310	Workforce Directors	1		110	3	330
6.13	310	Workforce Supervisors	1		110	4	440
6.14	310	Assistant Dean Admin Support	1	64	64	1	64
6.14	310	Events Workspace	4	64	256	1	256
6.14	310	HR and Business Workspace	6	64	384	1	384
6.14	310	Media Workspace	9	64	576	1	576
6.14	310	Communications Workspace	2	64	128	1	128

Program Code	HEGIS Code	Space Description	Persons	NASF / Person	NASF / Unit	No. of Units	Total NASF
6.14	310	Policy Workspace	6	64	384	1	384
6.14	310	Evaluation and Research Workspace	18	64	1152	1	1,152
6.14	310	Workforce Workspace I	16	64	1024	1	1,024
6.16	315	Administrative Storage Room			110	1	110
		Instructional Design & Technology					
6.12	310	Assistant Dean	1		150	1	150
6.13	310	Lead Instructional Designer	1		110	1	110
6.15	310	Instructional Tech	5	36	180	1	180
		Informatics					
6.12	310	Assistant Dean	1		150	1	150
6.13	310	System Administrator	1		110	1	110
6.13	310	Applications Administrator	1		110	1	110
6.13	310	Asst Director for Systems	1		110	1	110
6.13	310	Informatics Office	1		110	1	110
6.14	310	IT Support Associate	2	64	128	1	128
6.14	310	IS Engineer	1	64	64	1	64
6.14	310	Multimedia Technician	2	64	128	1	128
6.18	710	SSW Server Room			200	1	200
6.19	715	Informatics Work Room			330	1	330
6.20	715	Informatics Storage Room			220	1	220
		MSW & Academic Affairs					
6.13	310	Faculty Office	1		110	50	5,500
6.13	310	Director Title IV-E	1		110	1	110
6.13	310	Title IV-E Staff Office	1		110	3	330
6.13	310	Academic Affairs Manager	1		110	1	110
6.14	310	Office Manager	1	64	64	1	64
6.15	310	Faculty Support	20	36	720	1	720
6.15	310	Adjunt Faculty	10	36	360	1	360
6.15	310	Title IV-E Team Members	4	36	144	1	144
6.15	310	USG MSW Program Director	1	36	36	1	36
6.16	315	Administrative Storage Room			110	1	110
		Admissions					
6.12	310	Associate Dean	1		150	1	150
6.13	310	Assistant Director	1		110	1	110
6.13	310	Recruiter	1		110	1	110
6.13	310	Admissions Counselor	1		110	2	220
6.13	310	Assist Dean Records and Registration	1		110	1	110
6.13	310	Records and Registration Coordinator	1		110	1	110
6.14	310	Administrative Specialist	1	64	64	1	64
6.16	315	Administrative Storage Room			110	1	110
		Student Affairs					
6.12	310	Associate Dean	1		150	1	150
6.13	310	Assistant Dean	1		110	1	110
6.13	310	Director of Career Services	1		110	1	110
6.13	310	Career Counselor	1		110	1	110
6.13	310	Associate Dir and Academic Advisor	1		110	1	110
6.13	310	Office Manager for OSS	1		110	1	110
6.14	310	Interns	2	64	128	1	128
6.14	310	Career Services Intern	1	64	64	1	64
6.14	310	FWS Students	2	64	128	1	128
6.16	315	Administrative Storage Room			110	1	110
		Field Education					
6.12	310	Associate Dean	1		150	1	150
6.13	310	Assistant Director	1		110	1	110
6.13	310	Field Education Coordinator	1		110	7	770
6.14	310	Shady Grove Coordinators	2	64	128	1	128

Program Code	HEGIS Code	Space Description	Persons	NASF / Person	NASF / Unit	No. of Units	Total NASF
6.14	310	Office Manager	1	64	64	1	64
6.16	315	Administrative Storage Room			110	1	110
		Promise Heights					
6.12	310	Assistant Dean	1		150	1	150
6.13	310	Assistant Director	1		110	1	110
6.13	310	Director of Partnerships	1		110	1	110
6.13	310	Development Director	1		110	1	110
6.13	310	Director of Research	1		110	1	110
6.13	310	PR Director	1		110	1	110
6.13	310	Accountant	1		110	1	110
6.13	310	Clinical SW	1		110	1	110
6.15	310	Community School Coordinators	5	36	180	1	180
6.15	310	Assist Community School Coordinators	5	36	180	1	180
6.16	315	Administrative Storage Room			110	1	110
		Community Outreach Service (SWCOS)					
6.12	310	Executive Director	1		150	1	150
6.13	310	Supervisor Office	1		110	9	990
6.13	310	Business Services Specialist	1		110	1	110
6.13	310	Family Connections - Clinical Instructors	1		110	5	550
6.14	310	Positive School Center	3	64	192	1	192
6.14	310	Clinical Instructors	7	64	448	1	448
6.14	310	Visiting Faculty Workstations	10	64	640	1	640
6.15	310	Student Workstations	20	36	720	1	720
6.16	315	Administrative Storage Room			110	1	110
		Continuing Professional Education (CPE)					
6.12	310	Assistant Dean Office	1		150	1	150
6.13	310	Social Work Consultant	1		110	1	110
6.13	310	Accountant	1		110	1	110
6.16	315	Administrative Storage Room			110	1	110
		Total: Office Facilities					48,749
7.0		**Support Facilities**					
7.01	650	Housekeeping Lounge / Lockers	6		200	1	200
7.02	720	Building Maintenance Storage Room			500	1	500
7.03	750	Loading and Receiving			500	1	500
7.04	750	Mail Room/Copy Center	3		900	1	900
7.05	755	Building Storage			400	1	400
7.06	755	Housekeeping Storage Room			180	1	180
7.07	755	Trash Holding Room			150	1	150
		Total: Support Facilities					2,830
		TOTAL NASF					73,651
		TOTAL GSF	57% eff				**129,213**

BUILDING AREA:	1.0	CLASSROOM FACILITIES
SPACE:	1.01	SMALL CLASSROOM
HEGIS CODE:	110	

	Occupants	SF/Occupant	AREA	
NET AREA:	30	30	900	NASF

FUNCTION: General purpose flat-floor classroom for instruction and training.

ADJACENCIES: Locate near the other instructional spaces with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Ceiling-mounted projector with motorized screen
- Marker boards on min (2) walls
- Rectangular movable tables and chairs
- Movable lectern with 17" touch panel with annotation, wireless microphone, document camera
- Online meeting capability
- Lecture capture capability
- Amplified sound and ceiling speakers
- Assisted listening capability meeting accessibility standards
- Digital wall clock

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Lighting to be direct/indirect dimmable with intuitive lighting control allowing for separate control of marker board lighting and room lighting to achieve lighting levels that are acceptable for projection and note taking
- Provide safe and convenient access to electrical power for end-user devices; this may be accomplished via outlets in the floor or wall close to students, or by flexible, portable charging systems or other means

ARCHITECTURAL FEATURES:
Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board with appropriate STC-rating
Ceilings Acoustic ceiling panel
Acoustics Meeting current ANSI Standard S12.60 on Classroom Acoustics

Comments: For team-based active learning.

BUILDING AREA:	1.0	CLASSROOM FACILITIES
SPACE:	1.02	CLASSROOM STORAGE
HEGIS CODE:	115	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	150	NASF

FUNCTION: Secure storage for instructional and training equipment and materials.

ADJACENCIES: Locate adjacent to classrooms.

FURNITURE FIXTURES AND EQUIPMENT:
- Portable chair racks for stacking chairs
- Portable table racks for stacking tables

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	2.0	CLASS LAB FACILITIES		
SPACE:	2.01	INTERVIEW ROOM		
HEGIS CODE:	210			

	Occupants	SF/Occupant	AREA	
NET AREA:	6	25	150	NASF

FUNCTION: Space accommodating live supervision of simulated interviews, counseling, and telehealth. The classrooms need to be able to see and hear what goes on in the interview room and the instructor in the classroom needs to be able to coach the interviewer.

ADJACENCIES: Locate with direct access from general circulation and within easy access to classrooms.

FURNITURE FIXTURES AND EQUIPMENT:
- Flat screen display
- Marker board
- Movable tables and chairs forming a conference arrangement
- Online meeting capability
- Audio and video capture capability
- 2-way audio and video communication with classroom instructor
- Amplified sound and ceiling speakers
- Assisted listening capability meeting accessibility standards
- Digital wall clock

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board with appropriate STC-rating
Ceilings Acoustic ceiling panel
Acoustics Meeting current ANSI Standard S12.60 on Classroom Acoustics

Comments:

BUILDING AREA:	2.0	CLASS LAB FACILITIES
SPACE:	2.02	HOME HEALTH LAB
HEGIS CODE:	210	

	Occupants	SF/Occupant	AREA	
NET AREA:	4	-	500	NASF

FUNCTION: Space accommodating live supervision of simulated interviews and counseling in a studio apartment setting. The lab should contain a living area, sleeping area, kitchen, and bathroom. The classrooms need to be able to see and hear what goes on in the lab and the instructor in the classroom needs to be able to coach the interviewer.

ADJACENCIES: Locate with direct access from general circulation and within easy access to classrooms.

FURNITURE FIXTURES AND EQUIPMENT:
- Flat screen display
- Marker board
- Lounge chair, sofa, bed, dresser
- Online meeting capability
- Audio and video capture capability
- 2-way audio and video communication with classroom instructor
- Amplified sound and ceiling speakers
- Assisted listening capability meeting accessibility standards
- Digital wall clock

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:
Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board with appropriate STC-rating
Ceilings Acoustic ceiling panel
Acoustics Meeting current ANSI Standard S12.60 on Classroom Acoustics

Comments:

BUILDING AREA:	2.0	CLASS LAB FACILITIES		
SPACE:	2.03	MEDIA SHARE CLASS LABORATORY		
HEGIS CODE:	210			
	Occupants	SF/Occupant	AREA	
NET AREA:	30	30	900	NASF

FUNCTION: Flat-floor class laboratory supporting team-based project work.

ADJACENCIES: Locate adjacent to classrooms.

FURNITURE FIXTURES AND EQUIPMENT:
- Marker boards for instructor and student teams
- Movable lectern with 17" touch panel with annotation, wireless microphone, document camera; wired and wireless content sharing between instructor and student teams.
- 5-person peninsula-style tables with mobile task chairs and wall mounted LED flat screen display allowing for content sharing
- Online meeting capability
- Lecture capture capability
- Amplified sound and ceiling speakers
- Assisted listening capability meeting accessibility standards
- Digital wall clock
- Provide safe and convenient access to electrical power for end-user devices; this may be accomplished via outlets in the floor or wall close to students, or by flexible, portable charging systems or other means

UTILITIES:
- Per UMB Architectural and Engineering Design Standards, and accounting for equipment heat loads and ventilation requirements

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board with appropriate STC-rating
Ceilings	Acoustic ceiling panel
Acoustics	Meeting current ANSI Standard S12.60 on Classroom Acoustics

Comments:

BUILDING AREA:	2.0	CLASS LAB FACILITIES
SPACE:	2.04	A/V CONTROL ROOM
HEGIS CODE:	215	

	Occupants	SF/Occupant	AREA	
NET AREA:	2	75	150	NASF

FUNCTION: Spaced dedicated to operating the audio video recording functions in the various teaching spaces.

ADJACENCIES: Locate adjacent to Informatics.

FURNITURE FIXTURES AND EQUIPMENT:
- Flat screen display to monitor recordings
- Fixed worktable with 2 computer workstations
- 2 Task chairs
- AV equipment rack

UTILITIES:
- Per UMB Architectural and Engineering Design Standards, and accounting for equipment heat loads and ventilation requirements

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	The AV rack should be acoustically separated from the occupied space

Comments:

BUILDING AREA:	3.0	STUDY FACILITIES
SPACE:	3.01	QUIET STUDY
HEGIS CODE:	410	

	Occupants	SF/Occupant	AREA	
NET AREA:	6	25	150	NASF

FUNCTION: Space for students to study quietly.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Moveable tables and chairs

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments: Locate where convenient for students.

BUILDING AREA:	3.0	STUDY FACILITIES		
SPACE:	3.02	LIBRARY / READING ROOM		
HEGIS CODE:	410			
	Occupants	SF/Occupant	AREA	
NET AREA:	20	25	500	NASF

FUNCTION: Reading room with shelving for up to 500 volumes.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Variety of soft seating
- Moveable tables and chairs
- Bookshelves

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	3.0	STUDY AREAS
SPACE:	**3.03**	**PRINT STATION**
HEGIS CODE:	**455**	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	30	NASF

FUNCTION: This space is to provide self-service copying and printing.

ADJACENCIES: Locate adjacent to recycling bins.

FURNITURE FIXTURES AND EQUIPMENT:
- Copiers
- Printers
- Counter for printers
- Storage for supplies

UTILITIES:
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	None
Doors	None
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments: Locate where convenient to students.

BUILDING AREA:	4.0	SPECIAL USE FACILTIES
SPACE:	4.01	PRODUCTION STUDIO - SMALL
HEGIS CODE:	530	

	Occupants	SF/Occupant	AREA	
NET AREA:	2	-	120	NASF

FUNCTION: One-button audio/video individual recording studio for podcasts and lectures.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable marker board
- Greenscreen
- A/V cart with lightboard
- Audio and video capture capability
- Moveable tables
- 2 task chairs

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board with appropriate STC-rating
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	4.0	SPECIAL USE FACILITIES
SPACE:	4.02	PRODUCTION STUDIO - LARGE
HEGIS CODE:	530	

	Occupants	SF/Occupant	AREA	
NET AREA:	5	-	200	NASF

FUNCTION: One-button audio/video group recording studio for podcasts and lectures.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable marker board
- Greenscreen
- A/V cart with lightboard
- Audio and video capture capability
- Moveable tables
- 5 task chairs

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board with appropriate STC-rating
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.01	ASSEMBLY ROOM
HEGIS CODE:	610	

	Occupants	SF/Occupant	AREA	
NET AREA:	200	20	4,000	NASF

FUNCTION: General purpose flat-floor assembly space suitable for conferences, lectures, events, and training. Operable acoustical partitions allow the room to be subdivided into four spaces. Each space operates independently with appropriate lighting controls and AV for projection and sound.

ADJACENCIES: Locate adjacent to assembly room pre-function space and with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Ceiling-mounted motorized projector with motorized screen
- Marker boards
- Movable tables and chairs
- Movable lectern with 17" min. touch panel with annotation, wireless microphone, document camera
- Online meeting capability
- Lecture capture capability
- Amplified sound and ceiling speakers
- Assisted listening capability meeting accessibility standards
- Digital wall clock
- Demountable stage deck
- Provide safe and convenient access to electrical power for end-user devices; this may be accomplished via outlets in the floor or wall close to students, or by flexible, portable charging systems or other means

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Lighting to be dimmable with intuitive lighting control allowing for separate control of marker board lighting and room lighting to achieve lighting levels that are acceptable for projection and note taking

ARCHITECTURAL FEATURES:
Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board and movable partitions with appropriate STC-rating
Ceilings Acoustic ceiling panel
Acoustics Meeting current ANSI Standard S12.60 on Classroom Acoustics

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.02	ASSEMBLY ROOM PRE-FUNCTION
HEGIS CODE:	610	

	Occupants	SF/Occupant	AREA	
NET AREA:	200	5	1,000	NASF

FUNCTION: Allows for groups to gather before and after events in the assembly room.

ADJACENCIES: Locate adjacent to assembly room and coat room with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Lounge furnishing/soft seating for 30-50
- LED flat panel display for event information

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Terrazzo, or similar durable material
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.03	FURNITURE STORAGE
HEGIS CODE:	615	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	500	NASF

FUNCTION: For storing furniture and equipment used in the assembly room and pre-function.

ADJACENCIES: Locate adjacent to assembly room and pre-function.

FURNITURE FIXTURES AND EQUIPMENT:
- Portable chair racks for stacking chairs
- Portable table racks for stacking tables

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.04	COAT ROOM
HEGIS CODE:	615	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	200	NASF

FUNCTION: For storing coats.

ADJACENCIES: Locate adjacent to assembly room pre-function area.

FURNITURE FIXTURES AND EQUIPMENT:
- Coat racks

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.05	CATERING PANTRY
HEGIS CODE:	630	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	300	NASF

FUNCTION: Staging area to support catering functions in assembly room or elsewhere in the building.

ADJACENCIES: Locate adjacent to assembly room with access from loading and receiving and to service elevator.

FURNITURE FIXTURES AND EQUIPMENT:
- Stainless steel counters with pot sink
- Hand sink with paper towel dispenser
- Ice machine
- 2-door commercial grade refrigerator
- Microwave ovens
- Wire shelving units

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for warming ovens
- Floor drain for ice machine

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.06	STUDENT LOUNGE
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	30	25	750	NASF

FUNCTION: Space for students to gather informally.

ADJACENCIES: Adjacent to recycling bins.

FURNITURE FIXTURES AND EQUIPMENT:
- Variety of lounge seating, tables, and chairs
- LED flat panel display

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	None
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.07	STUDENT KITCHEN / VENDING
HEGIS CODE:	655	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	200	NASF

FUNCTION: Space for students to store, prepare, and/or warm snacks, small meals, and beverages.

ADJACENCIES: Adjacent to student lounge.

FURNITURE FIXTURES AND EQUIPMENT:
- 3 refrigerators
- 4 microwaves
- Sink
- 3 vending machines
- Storage cabinets with counter
- Trash and recycling bins

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	None
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	5.0	STUDENT SPACES		
SPACE:	5.08	STUDENT LOCKERS		
HEGIS CODE:	655			

	Occupants	SF/Occupant	AREA	
NET AREA:	50	2.25	112.5	NASF

FUNCTION: Space for students to store small personal items temporarily and securely such as coats, books, and other belongings.

ADJACENCIES: Near student study and lounge areas.

FURNITURE FIXTURES AND EQUIPMENT:
- Fifty (50) half-height lockers

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	None
Doors	None
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	None

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.09	MEDITATION / PRAYER ROOM
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	110	NASF

FUNCTION: Quiet space for individuals to meditate or pray.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Lounge chair
- Floor pillow

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	5.0	GENERAL USE FACILITIES
SPACE:	5.10	LACTATION ROOM
HEGIS CODE:	655	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	110	NASF

FUNCTION: A private temporary space for nursing mothers.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- 2 lounge chairs
- Table
- Sink
- Minifridge

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops, phones, and pump

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.01	STUDENT ORGANIZATION OFFICE
HEGIS CODE:	330	

	Occupants	SF/Occupant	AREA	
NET AREA:	10	64	640	NASF

FUNCTION: Administrative workspace and meeting space for student organizations.

ADJACENCIES: Adjacent to huddle rooms and small meeting rooms.

FURNITURE FIXTURES AND EQUIPMENT:
- 10 modular workstations with lockable storage
- Markerboards on min (2) walls
- Tackable wall surface on min (1) wall
- Online meeting capability

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Task lighting to be provided at workstations
- Convenience outlets for charging personal devices such as laptops or phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.02	STUDENT GOVERNMENT OFFICE
HEGIS CODE:	330	

	Occupants	SF/Occupant	AREA	
NET AREA:	4	64	256	NASF

FUNCTION: Administrative workspace and meeting space for SGA.

ADJACENCIES: Huddle rooms and small meeting rooms.

FURNITURE FIXTURES AND EQUIPMENT:
- 4 modular workstations with lockable storage
- Markerboards on min (1) wall
- Tackable wall surface on min (1) wall
- Online meeting capability

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Task lighting to be provided at workstations
- Convenience outlets for charging personal devices such as laptops or phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES		
SPACE:	6.03	RECEPTION		
HEGIS CODE:	315			
	Occupants	SF/Occupant	AREA	
NET AREA:	1	-	220	NASF

FUNCTION: Reception workstation to provide controlled access and waiting area for four visitors.

ADJACENCIES: Locate with direct access from general circulation, near elevators and toilet rooms.

FURNITURE FIXTURES AND EQUIPMENT:
- Modular workstation with lockable storage
- Guest chair seating and side table

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Provide task lighting at workstation

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments: Located 1 per floor.

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	**6.04**	**WORKROOM**
HEGIS CODE:	**315**	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	150	NASF

FUNCTION: Space for faculty and staff to print and make copies, and for storage of paper and printing supplies.

ADJACENCIES: Adjacent to reception.

FURNITURE FIXTURES AND EQUIPMENT:
- Copier/printer
- Storage cabinets with counter

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for office equipment

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments: Located 1 per floor.

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.05	FACULTY AND STAFF LOUNGE
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	10	25	250	NASF

FUNCTION: Space for faculty and staff to gather, relax, eat, and collaborate.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Variety of soft seating and table seating for 10
- LED flat panel display
- Writable surface on min (1) wall
- Tackable surface on min (1) wall

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments: Located 1 per floor.

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.06	KITCHEN
HEGIS CODE:	655	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	110	NASF

FUNCTION: Space for employees to store, prepare, and warm snacks and small meals, and to clean up after meals.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- 2 refrigerators
- Sink
- Microwave
- Coffee maker
- Storage cabinets with counter

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Counter outlets for microwave and small appliances such as toaster or coffee maker

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments: Located 1 per floor.

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.07	SMALL MEETING ROOM
HEGIS CODE:	680	

	Occupants	SF/Occupant	AREA	
NET AREA:	8	27.5	220	NASF

FUNCTION: Space for meetings, conferences, and presentations.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable table and chairs for 8
- Wall mounted LED flat screen display allowing for content sharing
- Online meeting capability
- Digital meeting scheduler
- Writable surface on min (1) wall

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments: Located throughout the building.

BUILDING AREA:	6.0	OFFICE FACILITIES			
SPACE:	6.08	HUDDLE ROOM			
HEGIS CODE:	680				
	Occupants	SF/Occupant	AREA		
NET AREA:	4	27.5	110	NASF	

FUNCTION: Space for small meetings and collaboration.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable table and chairs for 4
- Wall mounted LED flat screen display allowing for content sharing
- Online meeting capability
- Digital meeting scheduler
- Writable surface on min (1) wall

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy

Doors Meeting UMB design standards

Floors Carpet tile

Walls Standard gypsum board

Ceilings Acoustic ceiling panel

Acoustics Appropriate for use and occupancy

Comments: Located throughout the building

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.09	MEDIUM CONFERENCE ROOM
HEGIS CODE:	680	

	Occupants	SF/Occupant	AREA	
NET AREA:	14	23.6	330	NASF

FUNCTION: Space for meetings, conferences, and presentations.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable table and chairs for 14
- Wall mounted LED flat screen display allowing for content sharing
- Online meeting capability
- Digital meeting scheduler
- Writable surface on min (1) wall

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy

Doors Meeting UMB design standards

Floors Carpet tile

Walls Standard gypsum board

Ceilings Acoustic ceiling panel

Acoustics Appropriate for use and occupancy

Comments: Located throughout the building.

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.10	LARGE CONFERENCE ROOM
HEGIS CODE:	680	

	Occupants	SF/Occupant	AREA	
NET AREA:	24	20.8	500	NASF

FUNCTION: Space for meetings, conferences, and presentations.

ADJACENCIES: Locate with direct access from general circulation.

FURNITURE FIXTURES AND EQUIPMENT:
- Movable table and chairs for 24
- Wall mounted LED flat screen display allowing for content sharing
- Online meeting capability
- Digital meeting scheduler
- Writable surface on min (1) wall

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.11	DEAN
HEGIS CODE:	310	

	Occupants	SF/Occupant	AREA	
NET AREA:	1	250	250	NASF

FUNCTION: Office workspace.

ADJACENCIES: Adjacent to Dean reception.

FURNITURE FIXTURES AND EQUIPMENT:
- Adjustable height work desk
- Task chair
- Credenza with storage
- 2 armless guest chairs
- Small table with 4 chairs
- Bookshelves
- Flat screen display
- Writable surface

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy

Doors Meeting UMB design standards

Floors Carpet tile

Walls Standard gypsum board

Ceilings Acoustic ceiling panel

Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.12	DIRECTOR OFFICE
HEGIS CODE:	310	

	Occupants	SF/Occupant	AREA	
NET AREA:	1	150	150	NASF

FUNCTION: Office workspace.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Adjustable height work desk
- Task chair
- Credenza with storage
- 2 armless guest chairs
- Small table with 4 chairs
- Writable surface

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Provide task lighting at workstation

ARCHITECTURAL FEATURES:

Windows — Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy

Doors — Meeting UMB design standards

Floors — Carpet tile

Walls — Standard gypsum board

Ceilings — Acoustic ceiling panel

Acoustics — Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES		
SPACE:	6.13	STANDARD OFFICE		
HEGIS CODE:	310			
	Occupants	SF/Occupant	AREA	
NET AREA:	1	110	110	NASF

FUNCTION: Office workspace.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Adjustable height work desk or L-shaped workstation with mobile pedestal
- Task chair
- Credenza with storage
- 2 armless guest chairs
- Writable surface

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Provide task lighting at workstation

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control; interior windows to have translucent film for privacy
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES		
SPACE:	6.14	MODULAR WORKSTATION		
HEGIS CODE:	310			

	Occupants	SF/Occupant	AREA	
NET AREA:	1	64	64	NASF

FUNCTION: Office workspace.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Modular workstation with tackable surfaces
- Task chair
- Lockable file/storage cabinet

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Provide task lighting at workstation

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	None
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES		
SPACE:	6.15	HOTELING WORKSTATION		
HEGIS CODE:	310			

	Occupants	SF/Occupant	AREA	
NET AREA:	1	36	36	NASF

FUNCTION: Office workspace.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Worktable
- Task chair

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Provide task lighting at work surface

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	None
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES			
SPACE:	6.16	ADMINISTRATIVE STORAGE ROOM			
HEGIS CODE:	315				

	Occupants	SF/Occupant	AREA		
NET AREA:	-	-	110	NASF

FUNCTION: Space to store office supplies and event supplies.

ADJACENCIES: Adjacent to reception.

FURNITURE FIXTURES AND EQUIPMENT:
- Shelving
- File/storage cabinets

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows None
Doors Meeting UMB design standards
Floors Resilient
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics None

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.17	PHD LOUNGE / QUIET STUDY / LIBRARY
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	25	25	625	NASF

FUNCTION: Space for PhD students to gather, study, and collaborate.

ADJACENCIES: Adjacent to PhD program offices.

FURNITURE FIXTURES AND EQUIPMENT:
- Variety of lounge seating, tables, and chairs
- LED flat panel display
- Bookshelves
- 24 half size lockers

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES

SPACE:	**6.18**	**SERVER ROOM**	
HEGIS CODE:	**650**		
	Occupants	SF/Occupant	AREA
NET AREA:	-	-	200 NASF

FUNCTION: Dedicated equipment room for 3 server equipment racks.

ADJACENCIES: Adjacent to Informatics offices.

FURNITURE FIXTURES AND EQUIPMENT:

UTILITIES:
- Per UMB Architectural and Engineering Design Standards, and accounting for equipment heat loads and ventilation requirements

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	None
Acoustics	Acoustically isolated from adjacent offices

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES
SPACE:	6.19	INFORMATICS WORK ROOM
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	330	NASF

FUNCTION: Work area for repair and maintenance of electronic equipment such as computers, networking equipment, etc.

ADJACENCIES: Adjacent to Informatics offices.

FURNITURE FIXTURES AND EQUIPMENT:
- Two 25' long work benches
- Shelving
- Storage cabinets

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	Exterior windows to have window treatment for room darkening and glare control
Doors	Meeting UMB design standards
Floors	Carpet tile
Walls	Standard gypsum board
Ceilings	Acoustic ceiling panel
Acoustics	Appropriate for use and occupancy

Comments:

BUILDING AREA:	6.0	OFFICE FACILITIES

SPACE:	6.20	INFORMATICS STORAGE ROOM
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	220	NASF

FUNCTION: Storage room for electronic equipment.

ADJACENCIES: Adjacent to Informatics offices.

FURNITURE FIXTURES AND EQUIPMENT:
- Shelving
- Storage cabinets

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows None
Doors Meeting UMB design standards
Floors Resilient
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics None

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES
SPACE:	7.01	HOUSEKEEPING LOUNGE / LOCKERS
HEGIS CODE:	650	

	Occupants	SF/Occupant	AREA	
NET AREA:	6	-	200	NASF

FUNCTION: Space for housekeeping staff to store personal items temporarily and securely and to relax and gather.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- 6 full-size lockers
- Variety of lounge seating
- Tables and chairs

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Convenience outlets for charging personal devices such as laptops and phones

ARCHITECTURAL FEATURES:
Windows Exterior windows to have window treatment for room darkening and glare control
Doors Meeting UMB design standards
Floors Carpet tile
Walls Standard gypsum board
Ceilings Acoustic ceiling panel
Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES

SPACE: 7.02 **BUILDING MAINTENANCE STORAGE ROOM**

HEGIS CODE: 720

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	500	NASF

FUNCTION: Space for storage of items required for building maintenance, including attic stock, tools, and supplies.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Shelving

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows None

Doors Meeting UMB design standards

Floors Resilient

Walls Standard gypsum board

Ceilings None

Acoustics None

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES		
SPACE:	7.03	LOADING AND RECEIVING		
HEGIS CODE:	750			
	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	500	NASF

FUNCTION: For the major access for transport of materials in and out of the building.

ADJACENCIES: Adjacent to service elevator.

FURNITURE FIXTURES AND EQUIPMENT:

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Overhead loading door and side service door
Floors	Sealed concrete
Walls	CMU or similar durable material
Ceilings	None
Acoustics	None

Comments: Towards reducing N-S dimension of adjacent service yard, consider recessing loading dock within northwest corner of new building.

BUILDING AREA:	7.0	SUPPORT FACILITIES

SPACE: 7.04 **MAIL ROOM / COPY CENTER**

HEGIS CODE: 750

	Occupants	SF/Occupant	AREA	
NET AREA:	3	-	900	NASF

FUNCTION: Space for mail sorting, distribution, commercial printing and copying.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- 2 commercial printers
- Storage for copy center supplies
- Package holding space
- Commercial paper cutter
- Paper folding machine
- Mail machine
- Mailing and shipping work area
- Copy Center work area
- Mailboxes
- Shelving for office supplies
- Modular workstations for 3 staff

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows Exterior windows to have window treatment for room darkening and glare control

Doors Meeting UMB design standards

Floors Resilient

Walls Standard gypsum board

Ceilings Acoustic ceiling panel

Acoustics Appropriate for use and occupancy

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES
SPACE:	7.05	BUILDING STORAGE
HEGIS CODE:	755	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	400	NASF

FUNCTION: Serves as storage space for building supplies, furniture, and equipment.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:
- Shelving

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	None
Acoustics	None

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES
SPACE:	7.06	HOUSEKEEPING STORAGE ROOM
HEGIS CODE:	755	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	180	NASF

FUNCTION: To store housekeeping supplies along with large floor cleaning machines and other equipment.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:

UTILITIES:
- Per UMB Architectural and Engineering Design Standards
- Receptacles for charging battery-operated building maintenance equipment

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Resilient
Walls	Standard gypsum board
Ceilings	None
Acoustics	None

Comments:

BUILDING AREA:	7.0	SUPPORT FACILITIES
SPACE:	**7.07**	**TRASH AND RECYCLING HOLDING ROOM**
HEGIS CODE:	**755**	

	Occupants	SF/Occupant	AREA	
NET AREA:	-	-	150	NASF

FUNCTION: To temporarily store trash and recycling.

ADJACENCIES:

FURNITURE FIXTURES AND EQUIPMENT:

UTILITIES:
- Per UMB Architectural and Engineering Design Standards

ARCHITECTURAL FEATURES:

Windows	None
Doors	Meeting UMB design standards
Floors	Sealed, hardened concrete
Walls	Standard gypsum board
Ceilings	None
Acoustics	None

Comments: