



An Architectural Space Program for the City of San Antonio
Pre-K 4 SA Early Childhood Centers - East and Westside Centers
Final - May 2013



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FACILITY PROGRAMMING AND CONSULTING (FPC) was engaged to prepare the architectural program of requirements for the **Pre-K-4 SA Early Childhood Centers - East and Westside Centers** for the *City of San Antonio*. The architectural program is intended to give the design team a “workbook” from which to design that lists all of the requirements for each space within the building. The architectural program is not intended to influence the creativity of the design team by advocating any design style or procedure. All diagrams and drawings contained herein are intended to illustrate the relationships involved, and are provided as an example to augment the text. The design team should not consider any of the diagrams as a design directive.

This architectural program document is structured as follows:

1. The *Executive Summary* contains a brief overview of the project. The chapter establishes the project’s objectives, overall project process and site location. It also acknowledges the people involved with the program.
2. *Space and Adjacency Requirements* deals with the space requirements and functional relationships portion of the program. It, along with the next chapter, comprise the majority of the document.
3. *Technical Requirements* deals with project requirements that affect the design of the building including architectural, structural, mechanical and electrical requirements, finishes and illuminations, fixtures furnishings and equipment lists required for the proper design and construction of the individual spaces listed in the space summaries of the previous chapter.
4. *Code and Standards* identifies the standards and constraints that will control the project design.
5. *Site Studies* is an analysis of the proposed project site.
6. *Programming Estimate* outlines the preliminary cost for the project.
7. *Preliminary Project Schedule* describes the factors that may affect the project schedule and outlines the preliminary timeline for completion of the project.
8. *Appendix* chapter includes additional support and reference data relevant to this project.

Foreword



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Architectural Programming
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Healthcare Planning
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Needs Assessment
Space Utilization Analysis

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This document supersedes all previous publications. The contents of this document are not for regulatory approval, permitting, or construction.

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Acknowledgements

A significant commitment of time and effort was made by the following participants to create the program for the new Pre-K 4 SA Early Childhood Centers. Their participation is greatly appreciated.

City of San Antonio

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Executive Summary

Introduction

FACILITY PROGRAMMING AND CONSULTING (FPC) was engaged by the City of San Antonio (CoSA) to prepare an architectural program of requirements for the *Pre-K 4 SA Early Childhood Centers - East and Westside Centers*.

This document is organized as follows:

1. Executive Summary
2. Space and Adjacency Requirements
3. Technical Requirements
4. Code and Standards
5. Site Studies
6. Programming Estimate
7. Preliminary Project Schedule
8. Appendix

Project Description and Scope

The concept for the City of San Antonio Pre-K 4 SA Early Childhood Centers was presented in May 2012 by the SA2020 Brainpower Initiative Task Force. The committee was assembled in May 2011 by Mayor Julian Castro and consisted of local business and education leaders who were engaged to determine if improvements to San Antonio's education outcome could be attained through targeted financial investment. Three areas of education were studied — very early childhood education, dropout prevention and college attainment. The group, which included area school superintendents and college presidents, was led by USAA CEO Maj. Gen. Joe Robles and H-E-B Chairman and CEO Charles Butt.

After one year of investigation and study, the committee determined that the greatest impact would be achieved if all investment was focused on early childhood education. Studies of best practices and evidence-based outcomes in other U.S. cities had shown that children who are prepared to learn when they enter kindergarten are more confident and apt to succeed throughout their academic career. According to the committee report, research at the University of Wisconsin found that an average of \$6,730 invested in early education saved \$47,759 by eliminating or reducing expenses associated with remediation, unemployment and incarceration. In addition, providing children with an early start on education provides teachers and administrators with the ability to write a curriculum for which all students are on the same level of preparedness.

Research found that, of the 20,000 four-year olds who reside in San Antonio today and are eligible for pre-K instruction, approximately 5,000

Executive Summary

are under-served. To place San Antonio in a position to provide a globally competitive and prepared workforce in the future, the Brainpower Initiative recommended the construction of multiple early childhood centers to reach this population which is currently falling through the gaps.

The initial plan proposed the construction of two Pre-K 4 SA Early Childhood Centers to be strategically located on the north and south side of San Antonio. Each center was designed to accommodate 500 students at maximum capacity with an initial capacity of 350 at the two initial centers. In subsequent years, two more new centers were proposed for the east and west side, allowing the program to serve an additional 800 children.

The Northside and Southside Centers are scheduled for completion and operation for the Fall 2013 school year. This program document is intended as a guideline for the construction of the two remaining centers to support the population residing in the east and west quadrants of San Antonio. Each center will be provided with the following basic components:

- Instructional area
- Administrative area for the personnel responsible for operating the Center
- Professional development space to be utilized for training of teachers throughout the city, as well as for outreach to parents within the community
- Building support functions, including a warming kitchen for catered meal delivery and prep, laundry and building maintenance
- Outdoor play area

The staff and personnel which will oversee the professional development component of all centers will continue to be housed at the Southside Center, as originally programmed. Additional administrative space, beyond that which is included in the program which follows, was not anticipated at the time of publication of this document.

Each of the proposed two new facilities will total approximately 48,314 gross square feet (GSF) and contain approximately 31,404 assignable square feet (ASF). Sites for the facilities had not been identified at the time of publication of this report.

Project Vision and Goals

The SA2020 Brainpower Initiative identified the following objectives for the proposed centers:

- Establish world-class early learning centers that model best practices
- Recruit highly qualified and innovative leaders to design and lead the model centers
- Utilize the centers as learning labs for ongoing professional development for teachers throughout the city, raising student achievement in existing pre-K classes by creating a highly capable pre-K workforce that consistently demonstrates effective teaching
- Focus on creating classrooms defined by strong reading (literacy) and math (numeracy) learning and development of lifelong learning skills
- Serve the city's remaining pre-K eligible children who are currently falling through the gap
- Utilize Head Start programs as the initial model for development of the facilities and curriculum
- Educate parents in the importance of pre-K learning to their child's later success in life (i.e. reduced absenteeism, transition to kindergarten) and engage them in supporting their child's learning at home
- Implement the entire initiative, in phases, within five years
- Facilities
 - Keep class size as close to 15 as possible (given resources); provide two instructors per classroom
 - Organize classrooms in a "pod structure" of 4-5 pods of five classrooms each
 - In lieu of a cafeteria, serve meals in-classroom "family style" to facilitate teaching self-help skills, social skills and reinforcing learning through informal conversation
 - Incorporate child bathrooms and storage closets shared between two classrooms

During programming sessions with the steering committee, the following additional objectives were identified for the new Pre-K 4 SA Early Childhood Centers:

- Although classrooms will be designed to support the education of children with disabilities, children with severe disabilities will be served at other facilities which are more suitable in their design to accommodate their special needs

Preliminary Project Cost

At the time of publication of this document, a total project budget for the construction and finish-out of both the Eastside and Westside centers was not available. It is the intention that the facilities will be constructed by a developer and leased to the City. The allocated budget will be utilized for tenant fit-out. The budget will continue to be reviewed regularly during the design and construction phases to determine necessary adjustments.

A 1/8-cent sales tax was approved by the citizens of San Antonio in November 2012. This sales tax increase has been proposed to generate an estimated \$29 million annually towards the construction, operation and maintenance of the early childhood centers. The cost of this investment is estimated to be \$7.79 annually per median San Antonio household. In addition, the facilities may be eligible to receive matching state pre-Kindergarten dollars estimated at between \$10 million and \$11 million annually.

Project Schedule

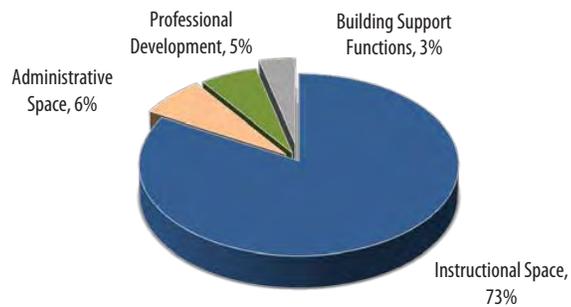
The schedule which follows is preliminary and will be adjusted as the project moves further through the design phase and as the construction drawings are developed. Items which may affect schedule include funding, permitting, construction document quality, contractor bids, contractor quality, and weather.

The Eastside and Westside Centers will be constructed by a developer then leased back to the City. Therefore, the schedule will be developer-driven with a substantial completion by July 2014.

Building Space Summary (Proposed)

| City of San Antonio Pre-K 4 SA (Eastside and Westside Centers) | Projected ASF | Projected GSF* |
|---|------------------|--------------------------|
| Instructional / Activity Space - Children | 22,950 | 35,308 |
| Administrative Space | 1,944 | 2,991 |
| Childcare Center Administration Suite | 1,680 | 2,585 |
| Nurse Office | 264 | 406 |
| Professional Development Space | 5,450 | 8,385 |
| Building Support Functions | 1,060 | 1,631 |
| Total Building Project Size | 31,404 | 48,314 |
| *Calculated at net to gross ratio of 65% efficiency | | |
| Exterior Areas - Children Parking | 11,400 | 14,250 70,000 |

**Total Programmed Area Requirement
(Building + Exterior Areas / Parking) (GSF) 132,564**



Executive Summary

Space and Adjacency Requirements

2

Introduction

THIS CHAPTER DEALS WITH THE space requirements and functional relationships portion of the program for the proposed Eastside and Westside Pre-K 4 SA Early Childhood Centers.

The program for both facilities is the same. Each facility shall include instructional space related to early childhood education, outdoor play areas, administrative offices for the center operation and building support functions related to the program.

In addition, training classrooms for professional development and a library/family resource room for community outreach are included at each of these centers. Administrative offices which will oversee the Professional Development component of both centers will continue to be operated from the Southside Center currently under construction. Additional administrative need at the Eastside and Westside facilities was not anticipated at the time of publication of this report.

The building space summaries and diagrams which follow are intended to be applied to and included at each site. They are organized into the following general categories: Instructional / Activity Space for Children, Administrative Space, Professional Development Space, Building Support Functions, Exterior Areas and Parking.

A brief discussion of the Non-Assignable Spaces, including, but not limited to, janitors closets, telecommunications closets, and service/delivery areas, which have been identified for inclusion in both buildings, is located at the end of this chapter.

This chapter will serve as a checklist for the design team as they design and lay out the building(s). The chapter is organized into the following sections:

- Symbols, Abbreviations and Definitions
- Organization and Overview (by Individual Site)
 - Building Organization
 - Building Space Summary
 - Building Stacking Diagram
 - Adjacencies
- Non-Assignable Spaces

Detailed technical requirements for each individual space within the proposed building, including, but not limited to, architectural, mechanical, and electrical requirements, may be found in the chapter which follows.

Space and Adjacency Requirements

Symbols, Abbreviations, and Definitions

Symbols

| | |
|---|---|
|  | Walled Area |
|  | Designated Area <i>(not walled)</i> |
|  | Circulation Path |
|  | Main Entry |
|  | Strong Relationship Between Spaces <i>(should be able to travel directly between areas)</i> |
|  | Medium Relationship Between Spaces <i>(should be nearby, but not necessarily directly adjacent)</i> |
|  | Weak Relationship Between Spaces <i>(can travel through other spaces or down hallways, but not necessary to travel directly between the spaces)</i> |

Abbreviations

Many terms used in this document have been abbreviated:

| | |
|-----------|--|
| ADA | Americans with Disabilities Act |
| AFF | Above Finish Floor |
| ASF | Assignable Square Feet |
| CFCI | Contractor Furnished, Contractor Installed |
| COSA | City of San Antonio |
| GFCI | Ground Fault Circuit Interrupter |
| GSF | Gross Square Feet |
| HVAC | Heating, Ventilation and Air Conditioning |
| IDF | Intermediate Distribution Frame |
| ITSD | Information Technology Services Department |
| MAX / MIN | Maximum / Minimum |
| MDF | Main Distribution Frame |
| NASF | Non-Assignable Square Feet |
| NO | Number |
| OFOI | Owner Furnished, Owner Installed |
| OFCI | Owner Furnished, Contractor Installed |
| QTY | Quantity |
| VCT | Vinyl Composition Tile |

Definitions

Listed below are definitions of frequently used terms in this chapter:

| | |
|--|--|
| Assignable Square Feet (ASF) | The usable area or area within the inside face of the interior walls of each space |
| Gross Square Feet (GSF) | The area within the outside face of the exterior walls of the building which includes assignable square feet, non-assignable square feet, building service area, circulation area, mechanical area, and structural area |
| Intermediate Distribution Frame (IDF) | A controlled environment to house telecommunications equipment and connecting hardware. An IDF interconnects and manages the telecommunications wiring between an MDF and workstation devices / equipment locations. |
| Main Distribution Frame (MDF) | The telecommunications demarcation point for all facility, backbone, riser and horizontal cabling. This is a controlled environment where private or public lines enter a building to provide the internal network. Cables are typically routed through the centralized MDF to an IDF. |
| Non-Assignable Square Feet (NASF) | Areas such as mechanical space, telecommunication closets, janitor closets, etc., which are an inherent part of the building, but are not usable space for the owner's program activities (includes building service, circulation, and mechanical areas) |
| Structural Area | The sum of all areas on all floors that can not be occupied or put to use because of structural building features |
| Technical Requirements | Mechanical, electrical, and plumbing (MEP) and other physical, technical, or building construction requirements |

Space and Adjacency Requirements

Symbols, Abbreviations, and Definitions

Assignable vs. Gross Square Feet

The tables and charts in this chapter depict area sizes in Assignable Square Feet (ASF) and non-assignable square feet (NASF) unless Gross Square Feet (GSF) is specifically noted. **Assignable square footage measures only the usable area of a given space.** It does not include spaces such as lobbies, corridors (except for internal circulation within suites) and other public and support spaces such as mechanical rooms, toilets, etc. These types of spaces are included in the non-assignable square footage. The sum of the assignable square footage, the non-assignable square footage, and the structural areas is equal to the gross square footage of the building.

Note: Spaces listed individually as components of a space (ie. closets, food prep, restrooms, etc. which compose the instructional classroom) are noted in assignable square feet and **do not** include the required additional space necessary to accommodate the wall thickness required which forms the perimeter/boundary of that individual space. **Designer shall take note and ensure that each individual space is designed to meet the minimum ASF as outlined in the space summaries which follow.**

Internal Circulation

In addition to lobbies and mechanical rooms, the assignable-to-gross factor for the building will include space for major building corridors which provide access to the major spaces in the facility. This space allocation does not include enough space for hallways and semi-public waiting or reception spaces which are affiliated with office suites. The suites themselves are accessed from the major building corridors, while the offices and other spaces within the suite are accessed from “internal circulation.” A factor for internal circulation has been included where applicable.

Building Organization

THE PROGRAM FOR THE NEW Pre-K 4 SA Early Childhood Center on the Eastside and Westside will be new construction and total approximately 31,404 ASF which translates to 48,314 GSF at an efficiency of 65 percent.

The program for each of the facilities will include instructional classrooms for early childhood education, outdoor play areas, administrative offices for the center operation and building support functions related to the program, including a kitchen, laundry and janitorial / facilities personnel office. A library / family resource room for professional development and community outreach has been identified as an important component which should also be provided within this facility.

Similar to the programs for the Northside and Southside Centers under construction, each center will serve 500 children. Professional development activities, such as training and continuing education of instructors, will occur through site visits and activities in the classroom, as well as in one of three training rooms programmed at each of these facilities. These spaces will also be available for scheduled daytime and after-school ceremonies and events (ie. convocation, awards ceremonies, etc.) centered around the children who attend the Pre-K 4 SA centers. Administrative offices which oversee the Professional Development programs at each of the centers will continue to be housed at the Southside Center.

In addition to the building interior areas, outdoor play areas will be required as part of the curriculum and to meet state licensing requirements. The play areas should be located adjacent to the indoor instructional areas and age-appropriate, providing a variety of playscapes to allow for the children to have different experiences.

Parking should be provided on-site for personnel and visitors. In addition, a short-term parking area or parent drop-off area should be incorporated into the design, where feasible.

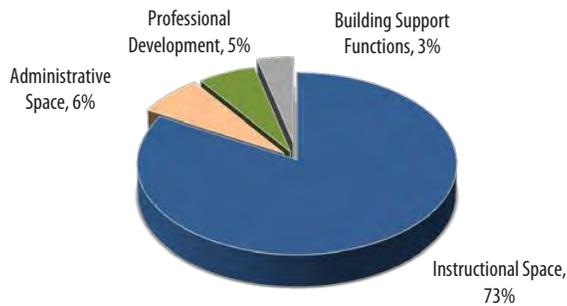
Note: Center final design must provide instructional and outdoor activity space which must meet the minimum requirements for licensing and regulation. Information on licensing and regulation standards and requirements may be found in the chapter which follows.

Space and Adjacency Requirements

Overview and Organization

Building Summary

| City of San Antonio Pre-K 4 SA (Eastside and Westside Centers) | Projected ASF | Projected GSF* |
|--|------------------|--------------------------|
| Instructional / Activity Space - Children | 22,950 | 35,308 |
| Administrative Space | 1,944 | 2,991 |
| Childcare Center Administration Suite | 1,680 | 2,585 |
| Nurse Office | 264 | 406 |
| Professional Development Space | 5,450 | 8,385 |
| Building Support Functions | 1,060 | 1,631 |
| Total Building Project Size | 31,404 | 48,314 |
| *Calculated at net to gross ratio of 65% efficiency | | |
| Exterior Areas - Children Parking | 11,400 | 14,250 70,000 |
| Total Programmed Area Requirement (Building + Exterior Areas / Parking) (GSF) | | 132,564 |



Space and Adjacency Requirements

Overview and Organization

Detail Space Summary

Note: The overall size and configuration of the General Classroom shall match those of the existing Northside facility and be a minimum 950 GSF. As outlined in the space summary below, 850 ASF comprises the sum of the total assignable, or usable, clear floor area for each of the individual components. **This does not include** area required for wall thickness, structure, and other items included in the gross square footage of the space. Reference the diagram on Page 4.6 which indicates how to measure the minimum 720 ASF required for the Instructional Area alone, exclusive of the Food Prep, Storage and Restroom.

Detailed information for each space is provided in Chapter 4. Areas listed in gray are designated functions to be located within the spaces outlined below.

| City of San Antonio Pre-K 4 SA (Eastside and Westside Centers) | No. and Size of Space(s) | ASF | Capacity | Room Type | Page No. |
|---|--|---------------|------------------------------------|--------------|-------------|
| Instructional / Activity Space - Children | | | | | |
| General Classroom | 25 @ 850 asf | 21,250 | 20 + 2 Instructors | IS-01 | 4.04 |
| Instructional Area | 1 @ 720 asf | | | IS-01A | 4.05 |
| Food Prep / Staging Area | 1 @ 50 asf | | | IS-01B | 4.07 |
| Teacher's Storage Closet (Walk-In) | 1 @ 25 asf | | | IS-01C | 4.08 |
| Restroom (Shared Between (2) Classrooms) | 1 @ 55 asf | | 1.5 Toilets ea. (3 Fixt. Total) | IS-01D | 4.09 |
| Gross Motor Skills Classrooms | 2 @ 850 asf | 1,700 | 20 + 2 Instructors | IS-02 | 4.10 |
| Total Instructional / Activity Space - Children (ASF) | | 22,950 | | | |
| Total Proposed GSF (65% Efficiency) | | 35,308 | | | |
| Administrative Space | | | | | |
| <i>Childcare Center Administration Suite</i> | | | | | |
| Reception / Waiting Area | 1 @ 100 asf | 100 | 2 guests | AS-01 | 4.14 |
| Administrative Assistant | <i>workstation</i> *in Reception Area * | | | | |
| Director Office | <i>private office</i> 1 @ 160 asf | 160 | 1 + 4 guests | AS-02 | 4.15 |
| Assistant Director Office | <i>private office</i> 2 @ 120 asf | 240 | 1 + 2 guests ea. | AS-03 | 4.16 |
| Speech Therapy / Consultant Office | <i>private office</i> 2 @ 100 asf | 200 | 1 + 2 guests ea. | AS-04 | 4.17 |
| Visiting PK4SA Administration Office | <i>private office</i> 1 @ 100 asf | 100 | 1 + 2 guests ea. | AS-04 | 4.17 |
| Conference Room | 1 @ 160 asf | 160 | 8 | AS-05 | 4.18 |
| Records Storage (Secure) (High Density) | 1 @ 100 asf | 100 | — | AS-06 | 4.19 |
| Workroom / General Storage | 1 @ 120 asf | 120 | — | AS-07 | 4.20 |
| Car Seat / General Storage | 1 @ 60 asf | 60 | — | AS-08 | 4.21 |
| Staff Lounge | 1 @ 160 asf | 160 | 6 | AS-09 | 4.22 |
| Subtotal | | 1,400 | | | |
| Allowance for Internal Circulation (20%) | | 280 | | | |
| Total Childcare Center Administration | | 1,680 | | | |

Space and Adjacency Requirements

Overview and Organization

| City of San Antonio Pre-K 4 SA (Eastside and Westside Centers) | | No. and Size of Space(s) | ASF | Capacity | Room Type | Page No. |
|---|-----------------------|-----------------------------|-----|-------------|--------------|-------------|
| <i>Nurse Office</i> | | | | | | |
| Nurse Office / Medicine Storage | <i>private office</i> | 1 @ 100 asf | 100 | 1 + 1 guest | AS-10 | 4.23 |
| Sick / Isolation Area | | 1 @ 60 asf | 60 | 1 | AS-11 | 4.24 |
| Bathroom w/Shower (ADA) | | 1 @ 60 asf | 60 | — | AS-12 | 4.25 |
| Subtotal | | | 220 | | | |
| Allowance for Internal Circulation (20%) | | | 44 | | | |
| Total Nurse Office | | | 264 | | | |

| | |
|---|--------------|
| Total Administrative Space (ASF) | 1,944 |
| Total Proposed GSF (65% Efficiency) | 2,991 |

Professional Development Space

| | | | | | | |
|---|--|---------------|-------|---------------|-------|------|
| Training / Multipurpose Room | | 3 @ 1,500 asf | 4,500 | 60 ea. | PD-01 | 4.28 |
| Library / Family Resource Room (+Computer Area) | | 1 @ 850 asf | 850 | 2 + 20 guests | PD-02 | 4.30 |
| Table / Chair Storage | | 1 @ 100 asf | 100 | — | PD-03 | 4.32 |

| | |
|---|--------------|
| Total Professional Development Space (ASF) | 5,450 |
| Total Proposed GSF (65% Efficiency) | 8,385 |

Building Support Functions

| | | | | | | |
|--|--------------------|-----------------------------|-----|--------|--------|------|
| Lobby / Reception Area | | 1 @ 300 asf | 300 | Varies | BS-01 | 4.34 |
| Receptionist | <i>workstation</i> | <i>*in Reception Area *</i> | | | | |
| Catered Meal Receiving and Staging | | 1 @ 400 asf | 400 | — | BS-02 | 4.35 |
| Warming / Prep Area | | 1 @ 250 asf | | | BS-02A | 4.36 |
| Walk-In Cooler | | 1 @ 50 asf | | | BS-02B | 4.37 |
| Pantry Area | | 1 @ 100 asf | | | BS-02C | 4.38 |
| Laundry | | 1 @ 60 asf | 60 | — | BS-03 | 4.39 |
| Janitor / Facilities Personnel and Building Storage | | 1 @ 200 asf | 200 | 1 | BS-04 | 4.40 |
| Classroom Supply / Bulk Materials Storage (High Density) | | 1 @ 100 asf | 100 | — | BS-05 | 4.41 |

| | |
|--------------------------------------|--------------|
| Total Support Functions (ASF) | 1,060 |
| Total Proposed GSF (65% Efficiency) | 1,631 |

| | |
|------------------------------------|---------------|
| Total Building Proposed ASF | 31,404 |
| Total Building Proposed GSF | 48,314 |

Exterior Areas - Children

| | | | | | | |
|---------------------------------|--|---------------|--------|--------|-------|------|
| Outdoor Play Area (4 Year Olds) | | 7 @ 1,600 asf | 11,200 | 20 ea. | EX-01 | 4.44 |
| Outdoor Storage | | 2 @ 100 asf | 200 | — | EX-02 | 4.45 |

| | |
|-----------------------------------|---------------|
| Total Exterior Areas (ASF) | 11,400 |
| Total Proposed GSF (ASF+25%) | 14,250 |

| City of San Antonio Pre-K 4 SA (Eastside and Westside Centers) | No. and Size of Space(s) | ASF | Capacity | Room Type | Page No. |
|--|-----------------------------|----------------|----------|--------------|-------------|
| Parking | | | | | |
| Staff / Administration / Visitor Parking* | 200 @ 350 gsf | 70,000 | — | — | — |
| Staff / Administration Parking | 80 @ 350 gsf | | | | |
| Visitor / Drop-Off Parking | 114 @ 350 gsf | | | | |
| ADA Parking | 6 @ 350 gsf | | | | |
| Total Parking (GSF) | | 70,000 | | | |
| Total Programmed Area Requirement (Building + Exterior Areas / Parking) (GSF) | | 132,564 | | | |
| Total Minimum Acreage Required | | 3.04 | | | |

*Minimum required parking requirement per UDC is 1 space per 375GSF. City has requested 200 parking spaces be provided.

Building Stacking Diagram

Due to the age of the children served by this facility, it will be a state requirement that all children's services be located on one continuous floor at ground level. A description of the adjacencies required between the functions to be located in the building, as outlined in the space summaries, are included on the pages which follow.

Adjacencies

The new Eastside and Westside Pre-K 4 SA Early Childhood Center of Excellence will each include four distinct functions within the building - instructional/activity space for the children, administrative space, professional development space and building support functions. On the building exterior, it is important that the center be provided a unique and distinguishing identity to indicate its location and function to the community. Exterior playground space will also need to be provided. Building security will be of great importance due to the population served by the building. Public functions should be clearly segregated and zoned from those related to children's activities and instruction.

Additionally, the designer may consider zoning the building with "like" functions into three general areas - public, instructional and administrative. The preferred adjacencies of Building Support Functions and Exterior Areas are discussed within each of the three zones, where applicable.

Space and Adjacency Requirements

Overview and Organization

Public Areas

The building should be organized around a central Lobby/Reception Area into which guests will be welcomed. This area will serve multiple purposes. In addition to an information station, its most important purpose will be to serve as a secure, controlled access point for anyone entering the facility. A staff member will be stationed in this space to direct guests to the appropriate office and receive parents who will come to check their children in or out of the center. The Administrative Space and Professional Development Space should also be immediately adjacent to and/or accessible from this space. Access to the Instruction/Activity Space for the Children will likely be through this security gate. All public activities should be segregated and configured in a way which will provide the greatest safety and security for the children.

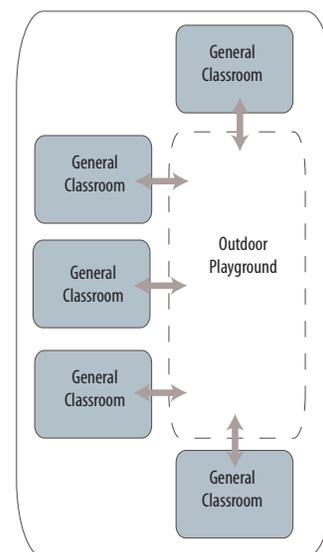
The Childcare Center Administration Suite should be located directly adjacent to the Lobby/Reception Area to increase the visibility of the program to guests, as well as provide additional visual control of those entering and exiting the facility.

The Childcare Center Administration Suite should be located directly adjacent to the Lobby/Reception Area to increase the visibility of the program to guests, as well as provide additional visual control of those entering and exiting the facility. The Professional Development Space, which will provide a community outreach component, a library / family resource room, for use by the parents, educators and local community, should also be accessible from the Lobby area but may be located in a separate wing or corridor. Both the Childcare Center Administration and Professional Development spaces should be provided with an individual identity to assist visitors in wayfinding.

Instructional Areas

Instructional Spaces should be accessible from the main building circulation and the Lobby/Reception Area. Access to the classroom area should be secure and controlled to provide the greatest security and safety of the children being served by the facility. General Classrooms should be dispersed along the main circulation route and configured, ideally, in 'pods' of five. Where feasible, classrooms should be organized around and directly accessible to the fenced Outdoor Play Area where students will have the opportunity to experience a variety of playscapes. Inside the General Classrooms, area will be provided for instruction and open, accessible storage of children's personal belongings, educational materials related to instruction and general storage of classroom supplies and instructor's personal belongings. Each General Classroom will require a bathroom be accessible from the classroom. These facilities may be shared between classrooms. However, to meet the required ratio (1:17 children), this will require the construction of a bathroom with three fixtures to be located together and accessible from two separate classrooms. Similarly, two sinks

Pod Configuration of Classrooms Around Outdoor Playground
(Concept - Typical)



will be required for each classroom for children's handwashing. One sink will be located in the classroom while the second will be in the bathroom. A Food Prep / Staging Area will be located in each classroom to provide an area for catered meals, delivered from the Catered Meal Receiving and Staging area at multiple times throughout the day, to be stored and snacks prepared prior to distribution to the students.

In addition to the General Classrooms, two General Motor Skills Classrooms will provide indoor play and physical assessment/training area for the children.

Building Support Functions, such as the Catered Meal Receiving and Staging, Laundry and Janitor should also be located near the Instructional Areas and within the secure zone as these are the areas they will serve the most and personnel operating these functions will have passed the background and security checks required for center staff. Meals will be catered and delivered to the Catered Meal Receiving and Staging Warming/Prep Area where they will be assembled on carts and distributed to the classrooms throughout the day. A Loading /Delivery Service Area should be accessible from the Catered Meal Receiving and Staging to facilitate deliveries.

Administrative Spaces

The Childcare Center Administration should each be configured in a suite arrangement allowing for the Reception /Waiting Area to be accessed from the general building Lobby/Reception Area. This suite will contain the office of the Director and Assistant Directors, as well as space for outside consultants who may come in and work with the students, such as Speech Therapists or Counselors. An additional office has been provided, at each location, to be utilized by Pre-K 4 SA administrative staff, housed at the Southside Center, when visiting the centers. The Workroom / Staff Lounge will provide a space for the faculty and staff to relax, take a break and prepare materials for classroom instruction. Additional support functions will include a Conference Room for internal meetings, outside vendors and parent-teacher conferences, a secure Records Storage room, and General Storage for office materials and supplies. A Car Seat Storage room should be located in the office suite near the entry to allow for parents who share responsibility in dropping off/picking up the children to store the car seat for when the child is to be picked up. An alternate location would be to provide access to this space from the Receptionist located in the main building Lobby/Reception Area.

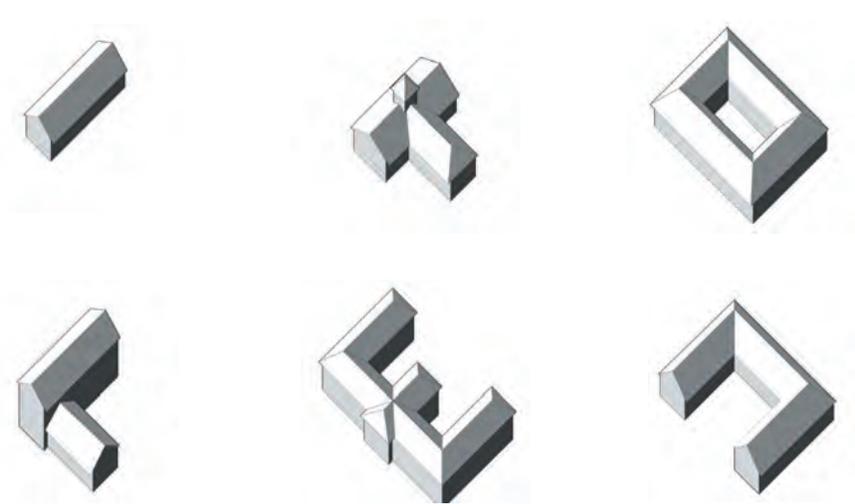
The Nurse's Office should be located adjacent to the other administrative offices but with closer proximity to the children's Instructional/Activity Space in order to limit the distance of travel from the classroom to the nurse with an ill child. This office will be located outside the secure zone so that parents may pick up their child. However, it should be located in a manner which will provide it visibility from the adjacent Childcare Center Administration suite.

Space and Adjacency Requirements

Overview and Organization

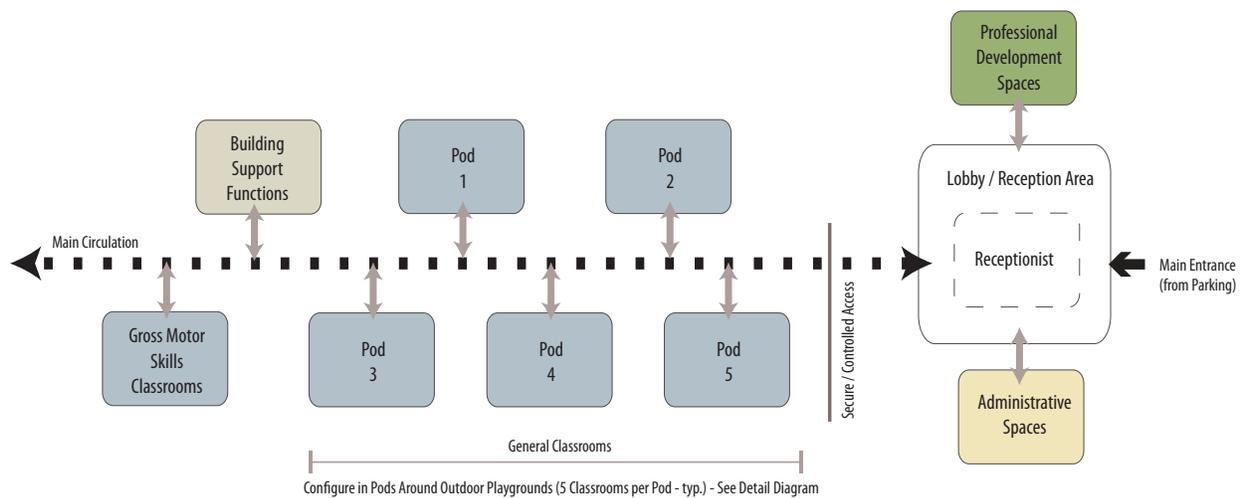
Ideal Building Configurations

The diagrams below indicate ideal configurations for the center which will support the pod concept for the classroom configuration around a playground area. These diagrams are for information purpose only and are in no way meant to direct the final design or building layout.

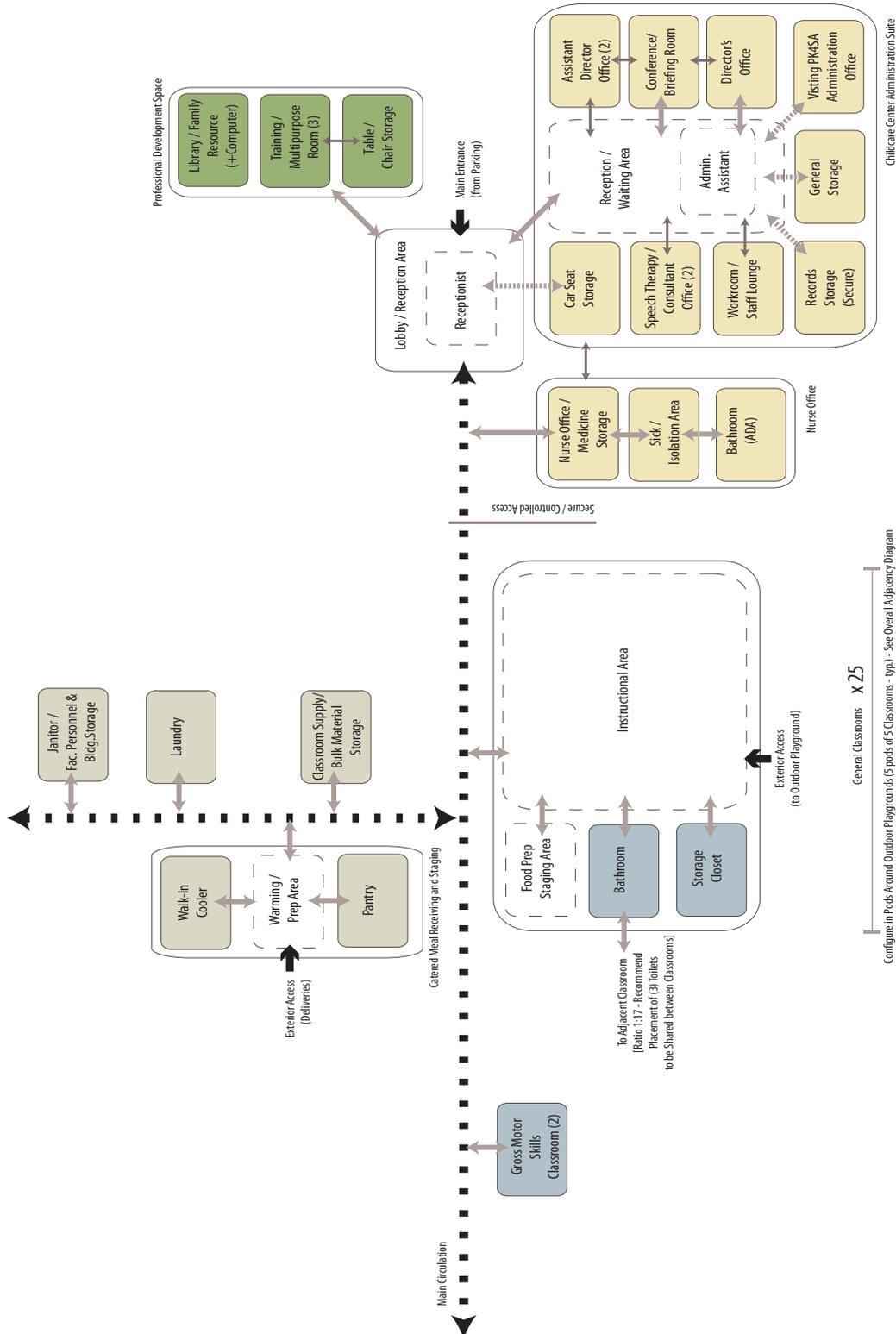


Adjacency Diagrams

Overall



Detail Adjacency Diagram



Space and Adjacency Requirements

Non-Assignable Spaces

Several required functional spaces must be included in the building, though they are not considered “assignable”. These spaces include general circulation and lobby areas (including stairs and elevators), mechanical spaces, restrooms, utility/telephone/network closets and housekeeping closets, as well as any other infrastructure and support spaces which may result from the building’s design.

In addition to the assignable spaces described earlier in this chapter, the following non-assignable spaces shall be provided:

- Housekeeping/Custodial Closets
- Data/Telephone Closet
- Loading and Service
- IDF/MDF Rooms
- Public Restrooms

City of San Antonio Standards shall also be reviewed for detailed information concerning these spaces. Additional technical requirements may be found in Chapter 3.

Space and Adjacency Requirements

Code and Standards

3

Introduction

THE INFORMATION WHICH FOLLOWS IS to be applied to the building design and construction as a whole. In addition to applicable codes, design and construction standards developed by the City of San Antonio shall also be referenced.

The chapter is organized into the following sections:

- Codes and Regulations
- City of San Antonio Standards
 - Data Cabling Standards
 - Office Space, Furniture and Equipment Standards
- State of Texas Regulations
 - Texas Administrative Code
 - Department of Family and Protective Services - Minimum Standards for Child-Care Centers
 - Texas Education Code
 - Texas Health and Safety Code
- General Design Considerations

Detailed room-by-room requirements including technical requirements, finishes and illumination, and furnishings, fixtures, and equipment lists are included in the Technical Requirements chapter of this document.

Codes and Regulations

The design team shall prepare a written code and standards analysis for the project. Assure all applicable codes are reviewed; where there is a discrepancy, the more stringent shall apply.

At minimum, the following codes and regulations, as adopted by the City of San Antonio at the time of publication of this report, shall apply:

- 2012 International Building Code (IBC)
- 2012 International Existing Building Code
- 2012 International Mechanical Code
- 2012 International Plumbing Code
- 2012 International Fuel Gas Code
- 2012 International Fire Code
- 2009 International Energy Conservation Code (IECC)
- 2011 National Electric Code

Local amendments to the codes outlined above, where applicable, shall also be consulted.

Code and Standards

Other codes and regulations which will apply include:

- National Fire Protection Association (NFPA) Codes, with emphasis on NFPA 101 Life Safety Codes and including all referenced standards
- Texas Department of Licensing and Regulation, Elimination of Architectural Barriers Act
- Americans with Disabilities Act
- City of San Antonio Unified Development Code
- Texas Administrative Code
- Texas Education Code
- Sustainable Building Code

Other organizations with possible jurisdiction include:

- Texas Department of Family and Protective Services
- Environmental Protection Agency (EPA)
- Texas Commission on Environmental Quality (TCEQ)
- Occupational Safety and Health Administration (OSHA)

City of San Antonio Standards

Data Cabling Standards

1. All data cable shall be installed per the City of San Antonio “Cabling Standards” prepared by the Information Technology Services Department (January 5, 2009; Revised December 21, 2011 - See Appendix of this document) and comply with the following standards:
 - ANSI/NFPA 70-2005; National Electrical Code
 - ANSI/TIA 455-78-B-2002; Optical Fibres – Part 1-40: Measurement Methods and Test Procedures – Attenuation
 - ANSI/TIA 598-C-2005; Optical Fiber Cable Color Coding
 - ANSI/TIA 526-7-1998; Optical Power Loss Measurements Of Installed Single-mode Fiber Cable Plant
 - ANSI/TIA 526-14-A-1998; Optical Power Loss Measurements Of Installed Multimode Fiber Cable Plant
 - ANSI/TIA 568-B Series-2001; Commercial Building Telecommunications Cabling Standard
 - ANSI/TIA 606-A-2002; Administration Standard for the Telecommunications Infrastructure of Commercial Buildings
 - ANSI/J-STD 607-A-2002; Commercial Building Grounding (Earthing) and Bonding Requirements for Telecommunications

- ANSI/TIA 569-B-2004; Commercial Building Standard for Telecommunications Pathways and Spaces
 - TIA/TSB 140-2004; Additional Guidelines for Field-Testing Length, Loss and Polarity of Optical Fiber Cabling Systems
2. Building shall be equipped with wireless technology and infrastructure.
 3. The minimum dimensions for the MDF/IDF is 6' x 8' with a 9' ceiling and a 36" door opening outward. This room will support up to 80 City Personnel. For buildings that house more than 80 people the minimum MDF/IDF size shall increase to 10' x 10' with a 9' ceiling and an outward swing 36" door. ITSD should be contacted during the design phase to determine final room layout.
 4. On buildings requiring a MDF and one or more IDF'S the distance between rooms should be limited to 180 meters.
 5. Provide a minimum (1) 2-port data and (1) telephone outlet at each modular workstation, unless noted otherwise.
 6. Private offices shall be provided (2) 2-port data outlets and (1) telephone outlet on two perimeter walls, paying special attention to the possible location of furniture and equipment, unless noted otherwise.
 7. General classrooms, conference rooms and other instructional or training areas shall include a minimum (2) 2-port data outlets in each classroom oriented in the front and back of each room.
 8. Where ceiling mounted projectors are installed, provide power and data at ceiling for proper operation. Coordinate outlets with projector location.

Standards for Office Space, Furniture and Equipment

The standards which follow were developed for traditional office buildings which are owned or leased by the City of San Antonio. While efforts to meet these standards as part of this project are recommended, they are included here for informational purposes only. A copy of the standards may be found in the Appendix of this document. As specified in the City of San Antonio Administrative Directive No. 1.10, "Standards for Office space, Furniture and Equipment, March 2003:"

1. Large, open work areas shall be furnished with systems furniture consisting of integrated workstations with shared, prefabricated walls
2. Traditional offices shall be furnished with modular furniture which may be used as either integrated workstations or freestanding furniture

Code and Standards

3. Furniture material and features shall be as outlined in the standards

In addition to specifying furniture and equipment, the standards also propose a square foot guideline for the amount of office space as determined by position level. This range has been used to develop the office and workstation types used throughout the space summaries. Office space guidelines are as follows:

- Executive: 200 to 250 ASF
- Management: 120 to 150 ASF
- Professional: 64 to 84 ASF
- Support: 48 to 64 ASF

Per City directive, 60% of office space shall be in open modular workstations rather than private, enclosed offices. Diagrams of possible office / workstation configuration are included on the individual room data sheets which follow for informational purpose only.

All furniture shall comply with the Americans with Disabilities Act and all current applicable codes.

State of Texas Regulations

Texas Administrative Code

Department of Family and Protective Services - Minimum Standards for Child - Care Centers (Title 40, Part 19, Chapters 745 and 746)

As the Pre-K 4 SA project will be established independent of a public school district or charter school, it will be considered subject to the minimum regulations of a licensed child-care center as outlined in Chapters 745 and 746 of the Texas Administrative Code (TAC).

According to the TAC, a child-care center is defined as a facility that is licensed to care for seven or more children for less than 24 hours per day, at a location other than the permit holder's home (§746.107). Pre-kindergarten age children are considered three and four years of age (§745.101). A caregiver is an employee counted in the child/caregiver ratio whose duties include direct care, supervision, guidance and the protection of children in care (§746.1101). An employee is any person employed by the child-care center, including caregivers; kitchen, office or maintenance personnel; other child-care center personnel; and the child-care center director (§746.1101).

The following requirements related to licensed child-care centers have been extracted from the minimum standard rules, Chapter 746, "Minimum Standards for Child-Care Centers," as designated by the Texas Department of Family and Protective Services Licensing Division (December 2010;

Revised December 2012). The complete guidelines may be found at www.dfps.state.tx.us.

1. Child/caregiver ratio is based on the specified age of the children in the caregiver's group. The classroom ratio which one caregiver may supervise for children aged 4 years old is 18 children, maximum (§746.1601). For this project, the caregiver to child ratio is anticipated at 1 to 10.
2. The maximum number of children two or more caregivers may supervise is limited by the maximum group size. For children aged 4 years old, the maximum group size is 35 (§746.1609). For this project, the maximum group size is intended to be 20 children per classroom.
3. Caregivers must provide planned activities designed to meet the individual needs and developmental level of each child (§746.2201). Activities for pre-K age children must include the following (§746.207):
 - Daily morning and afternoon opportunities for outdoor play
 - Thinking skill and sensory development via age appropriate equipment or activities, including sand/water play, blocks, framed puzzles, simple board games, etc.
 - Small muscle development through activities such as coloring (crayon, marker, paint), collage materials, workbench and accessories, music and videos, rhythm instruments.
 - Large muscle development through interaction with small wagons, light-weight balls of all sizes, tricycles, push toys, swings, slides, outdoor building materials, etc.
 - Active play both indoors and outdoors including active games such as tag, dancing, dramatic or imaginary play that encourages running, stretching, climbing, walking and marching.
 - Language development through story-time, puppets, writing materials, books-on-tape, etc.
 - Social and emotional development via activities such as dress-up, dolls, transportation toys, play animals, table games, etc.
 - Development of self-help skills such as toileting, hand-washing, returning equipment to storage areas or containers, and serving and feeding.
 - Regular meal and snack times.
 - Supervised naptimes.
4. Pre-kindergarten age children are required to be provided physical space with furnishings and activities which do not limit children's movement and space in which children are allowed to find or create

individual activities, while allowing the caregiver easy supervision (§746.2603).

5. Furnishing and equipment for pre-kindergarten age children must include at least the following (§746.2605):
 - Interest centers, such as dramatic play, block building, stories and books, science and nature activities, art and music activities, sensory and problem-solving activities. These interest centers must be clearly defined, organized for independent use by children and arranged so the children's activities are visible to the caregiver.
 - Age-appropriate seating, tables and nap or rest equipment.
 - Enough popular items available so that children are not forced to compete for them.
 - Containers or low shelving available so items children can safely use without direct supervision are accessible to children.
6. Supervised sleep or rest period after the noon meal must be provided for all children who are in care for five or more consecutive hours (§746.2901). Napping equipment must be arranged in a manner which does not block entrances/exits, interfere with children's activity areas, limit the circulation path or does not allow for the caregiver to adequately supervise all children in the group (§746.2909). The room is allowed to be darkened as long as adequate lighting is provided to allow for visual supervision of the children at all times (§746.2911).
7. All children must be served regular meals and morning and afternoon snacks (§746.3301). Children in care for four to seven hours are to be provided either one meal or one meal and one snack, equal to 1/3 of their daily food needs (§746.3303). All food and drinks must be of safe quality and must be stored, prepared, distributed and served under sanitary and safe conditions, including, but not limited to the following (§746.3316):
 - Sanitize food service equipment, dishes and utensils after each use.
 - If no facilities existing for sanitizing dishes and utensils, provide only disposable, single-use items.
 - Wash re-usable napkins, bibs and tablecloths after every use.
 - Discard single-service napkins, bibs, dishes and utensils after use.
 - Serve children's food on plates, napkins or other sanitary holders. No food shall be placed on a bare table or eating surface, including the floor.
 - All food stored in the refrigerator must be covered.

- Food prep areas must be separated from the eating, play and bathroom areas. The food prep area may not be utilized as a passageway while food is being prepared.
 - Poisonous or toxic materials, such as cleaning supplies, may not be stored with food.
- 8.** Although it is not a requirement, it is the intention that the new facility will serve individual pre-prepared meals in a communal, family style, setting in each classroom. Caregivers must supervise children to prevent cross-contamination of the food (§746.3319).
- 9.** Building, grounds and equipment must be cleaned, repaired and maintained to protect the health of the children. This includes, but is not limited to:
- Machine wash cloth toys and linens.
 - Make all garbage inaccessible to children both indoors and outdoors. Dispose of all trash according to local and state requirements.
 - Only lead-free paints will be used.
 - All parts of the center utilized by children will be well heated, lighted and ventilated.
- 10.** Children and employees are required to practice good health and safety practice through hand-washing before and after activities as outlined in the standards. Hands shall be washed with soap and running water. Pre-moistened towelettes or wipes and waterless hand cleaners are not acceptable substitutes (§746.3419).
- 11.** A thermostat must control the water temperature at sinks and water accessible to children so that it may be no higher than 120 degrees Fahrenheit (§746.3423).
- 12.** Disposable gloves shall be worn by caregivers when handling bodily fluids (§746.3425).
- 13.** A Nurse's Office, though not required, has been included in the program to allow for the care and supervision of an ill child until a parent is able to be contacted to pick up the child, as regulated by the minimum standards (§746.3605).
- 14.** All areas accessible to children must be free from hazards, including but not limited to (§746.3701):
- Electrical outlets must have childproof covers or safety outlets.
 - 220-volt electrical connections within a child's reach must be covered with a screen or guard.

- Air conditioners, electric fans and heaters must be mounted out of all children's reach or have safeguards that keep any child from being injured.
 - Glass in sliding doors must be clearly marked with decals or other materials placed at children's eye level.
 - Play materials and equipment must be safe and free from sharp or rough edges and toxic paints.
 - Poisonous or potentially harmful plants must be inaccessible to children.
 - All storage chests, boxes, trunks or similar items with hinged lids must be equipped with a lid support designed to hold the lid open in any position, be equipped with ventilation holes and must not have a latch that might close and trap a child inside.
 - All bodies of water (ie. pools, hot tubs, ponds, creeks, bird-baths, fountains, buckets, rain barrels) must be inaccessible to all children.
- 15.** Although permissible, it is not required to have a video or audio monitoring system (§746.3705). Closed circuit video surveillance is desired at all building entries, outdoor play areas and in interior hallways and corridors. Video feed will be stored on digital video recorders and servers housed in the building MDF/IDF room. Quantity and location of servers to be directed by ITSD. All recorded footage shall be capable of being accessed remotely by ITSD or other authorized individual(s).
- 16.** Medication to be administered to children is to be stored out of the reach of children or in locked storage, in a manner which does not contaminate food and refrigerated, if required, separately from food (§746.3807). As a Nurse's Office has been provided as part of this program, it is intended that any children's medication will be stored in this location and administered by this individual. Records of administered medication must be maintained for at least three months (§746.3805).
- 17.** One first-aid kit must be available in each building at the child-care center, stored in an easily accessible and designated area, known to all employees, which is out of the reach of children (§746.4001).
- 18.** Children may only be released to a parent or a person designated by the parent (§746.4101). The child-care facility will be responsible for developing policies regarding the release of children, including the verification of identity of authorized individuals. Policies must include a reasonable means to record the identity of the individual, such as a copy of a valid photo identification, instant photograph of the individual, or recording of the driver's license and car tag

numbers. Information must be retained in the child's records for at least three months (§746.4103).

- Consider utilization of a visitor management/registration system (ie. Raptor Security System or similar) to protect the students, faculty, and visitors at schools. Such systems enhance school security by reading visitor driver's licenses, comparing information to a sex offender database, alerting campus administrators if a match is found, then (assuming no match was made) printing a visitor badge, which includes a photo.
19. At least 30 square feet of indoor activity space must be provided for each child that the center is licensed to serve (§746.201). Indoor activity space is measured from the interior walls of the space at the floor level and excludes floor space occupied by permanent and stationary fixtures (ie. bookcases, shelving and storage/counter space) which are not intended for use by the children (§746.4213). Note, it is the intent that the new Pre-K 4 SA Centers provide the minimum 36 square feet per child as required by the Texas Education Code to allow for future flexibility of the center to contract with the local independent school districts to provide Pre-K services.
 20. Children may not be cared for on any level above or below ground level without written approval from the state or local fire marshal (§746.4217).
 21. 80 square feet of outdoor activity space must be provided for each child using the outdoor activity area at one time. At a minimum, the center must provide enough outdoor space to accommodate 25 percent of the licensed indoor capacity (§746.4301). It is the intention that each Pre-K 4 SA Center will be licensed to accommodate 500 children at maximum capacity. In order to meet the licensing requirement, outdoor activity space to accommodate 125 children must be provided, at minimum. Exception: Northside Center is currently programmed to accommodate 360 children. This will require outdoor activity space to accommodate 90 children.
 22. The User has requested a minimum fence six feet in height be utilized around outdoor activity space. Per regulation, a fence or wall at least four feet high must enclose the outdoor activity space (§746.4305). Each fenced yard must have at least two exits. An entrance to the building may count as one exit, but one exit must be away from the building (§746.4307).
 23. Outdoor activity space must be accessible by a safe route, but is not required to be connected to the child-care center (§746.4311). Use of an outdoor activity space that is not connected to the child-care center, such as a nearby park, schoolyard, rooftop or other alternative, will required submission to and approval by the Texas Department of Family and Protective Services.

- 24.** One hand-washing sink shall be provided for every 17 children (§746.4401). Sinks shall be located inside the child-care center and must be equipped with soap, running water and single-use disposable towels or hot-air hand dryers (§746.4405).
- 25.** One flush toilet shall be provided for every 17 children (§746.4407). Toilets must be located inside the child-care center and must be designed to be able to be safely and independently accessed by the children, allowing supervision by caregivers, as needed (§746.4409). Although urinals may be counted in the ratio of children to toilets, it is the User's desire that only flush toilets be provided in the proposed centers.
- 26.** It is not necessary to provide toilets, sinks and fountains that are child-sized. However, if fixtures are used which are too high for children to use safely and independently, it is required to equip them with anchored steps and/or broad-based platform with a non-slip surface (§746.4419).
- 27.** An individual cot, bed or mat that is waterproof or washable and labeled for each child must be provided to sleep or rest on (§746.4503). Floor mats used for napping must be marked or colored so that the sleeping side can be distinguished from the floor side.
- 28.** Individual lockers, cubicles, separate hooks and shelves, or other adequate storage space must be provided for each child's personal belongings (§746.4505).
- 29.** Indoor and outdoor active play equipment at the child-care center must meet the following minimum safety requirements (§746.4601):
 - Equipment must be arranged so that caregivers may adequately supervise children at all times.
 - Design, scale and location of equipment must be appropriate for the body size and ability of the child using the equipment.
 - Equipment must not have openings or angles that can entrap a child's body or body part that has penetrated the opening.
 - Equipment must not have protrusions or openings that can entangle something around a child's neck or clothing.
 - Equipment must be securely anchored according to manufacturer's specifications to prevent collapsing, tipping, sliding, moving or overturning.
 - All anchoring devices must be placed below the level of the playing surface to prevent tripping or injury resulting from a fall.
 - Equipment must not have exposed pinch, crush or shear points on or underneath it.

- Climbing equipment, swings or inflatables must not be installed over asphalt or concrete unless the asphalt or concrete is covered with properly installed unitary surfacing materials as specified in this title.
 - Porches or platforms more than 20 inches in height must be equipped with protective barriers that surround the elevated surface, except for entrances and exits, and that prevent children from crawling over or through the barrier.
 - Stairs and steps on climbing equipment, regardless of height, must have handrails the children can reach. Rung ladders do not require handrails.
- 30.** Children must not use the following types of equipment at the child-care center (§746.4603):
- Heavy swings made of metal or that have metal components, such as animal figure swings.
 - Equipment that allows children to fall inside the structure and onto other parts of the structure, such as certain styles of monkey bars or jungle gyms.
 - Trampolines, except those less than four feet in diameter that are no higher than 12 inches above a properly installed and maintained resilient surface.
 - Swinging exercise rings and trapeze bars on long chains or free swinging ropes.
 - Multiple occupancy swings, such as teeter-totters, gliders, or chair swings (other than tire swings).
 - Swinging gates and giant strides.
- 31.** In addition, children under five years of age must not be allowed to use the following types of equipment (§746.4605):
- Free-standing arch climbers
 - Free-standing climbing pieces with flexible parts
 - Fulcrum seesaws
 - Log rolls
 - Spiral slides with more than one 360 degree turn
 - Track rides
- 32.** The maximum height of the highest designated play surface on active play space shall not exceed five feet for equipment designed to be used by children younger than five (§746.4607).
- 33.** All swing set seats shall be constructed of durable, lightweight rubber or plastic material. Edges of seats must be smooth or rounded and

have no protrusions. Swings must not be attached to a composite play structure (§746.4701).

- 34.** Where utilized, tire swings must (§746.4705):
 - Not be made from heavy truck tires or tires with exposed steel-belted radials;
 - Not be suspended from a composite structure or with other swings in the same bay;
 - Have drainage holes drilled in the underside of the tire and maintained to facilitate water drainage; and
 - Have a minimum clearance between the seating surface of the tire swing and the uprights of the supporting structure of 30 inches or more when the tire is in a position closest to the support structure.
- 35.** A 'use zone' is the surface area under and around a piece of equipment onto which a child falling from or exiting the equipment would be expected to land. Other than the equipment itself, the use zone must be free of obstacles that a child could run into or fall on top of and be injured (§746.4801).
- 36.** The use zone for stationary equipment, excluding slides and soft contained play equipment, must extend a minimum of six feet in all directions from the perimeter of the equipment. Use zones for stationary equipment must not overlap other use zones (§746.4803).
- 37.** Measurements for use zones for slides (§746.4805), to-fro swings (§746.4807), tire swings (§746.4809) and rotating or rocking equipment (§746.4813) shall conform to those requirements outlined in each section of the minimum standards.
- 38.** Loose-fill surfacing material or unitary surfacing material shall be provided in the use zones for all climbing, rocking, rotating, bouncing or moving equipment, slides and swings (§746.4901). The height of the highest designated play surface on the equipment will determine the depth of the loose materials or the attenuation rating (thickness) of the unitary materials.
- 39.** Acceptable loose-fill materials include, but are not limited to, loose particles such as sand, pea gravel, shredded wood products and shredded rubber (§746.4905).
- 40.** Loose-fill surfacing materials must be installed and maintained to a depth of at least six inches when height of highest designated play surface is five feet or less (§746.4907). Loose-fill surfacing material are for exterior use only and must not be installed over concrete or asphalt. All equipment support posts shall be marked to indicate the depth at which the loose-fill surfacing material must be maintained under equipment.

41. Unitary surfacing materials are manufactured materials including rubber tiles, mats or poured-in-place materials cured to for a unitary shock-absorbing surface (§746.4909). If unitary surfacing materials are utilized, they must be installed and maintained according to manufacturer's specifications; they may be installed over concrete or asphalt only if recommended by the manufacturer (§746.4913).
42. If indoor-climbing equipment or platforms over 20 inches in height are utilized in the classroom, floor surfaces must have a unitary shock-absorbing surface that will effectively cushion the fall of a child (§746.4915). Surface must be installed in the use zone according to manufacturer's specifications. Carpet alone, even installed over thick padding, is not an acceptable resilient surface.
43. At the time of publication of this report, soft-contained play equipment and inflatable play equipment were not intended for installation at the centers. Should the client determine this type of activity equipment is desired, designer shall refer to safety requirements, as outlined in the minimum standards, for soft play equipment (§746.4951, 4953 and 4955) and inflatables (§746.4971).
44. In case of emergency, the minimum standards require that the child-care center be designed with at least two exits to the outside that are located in distant parts of the building (§746.5209). Windows may be designated as a fire exit only if all children and caregivers are physically able to exit through the window to the ground outside safely and quickly.
 - Actual egress requirements will be determined by local building code requirements based on building occupancy and construction type. Where there is a discrepancy between the code and the minimum standards, the more stringent shall apply.
45. Each classroom must have a source of emergency lighting that is approved by the state or local fire marshal, or battery-powered lighting, in case of electrical failure (§746.5211).
46. The child-care center must be provided with a fire extinguishing system, via sprinkler system and/or fire extinguishers (§746.5301). At a minimum, at least one fire extinguisher rated 3A-40BC must be provided in the child-care center (§746.5303). Extinguisher must be wall-mounted at a height where the top is no higher than five feet above the floor and is at least four inches above the floor or any other surface (§746.5305).
 - Actual sprinkler requirements will be determined by local building code requirements based on building occupancy and construction type. Where there is a discrepancy between the code and the minimum standards, the more stringent shall apply.

- 47.** A working smoke-detection system, approved by the state or local fire marshal, must be installed in the child-care center (§746.5313). This system may be an electronic alarm and smoke-detection system, or individual electric or batter-operated smoke detectors located in each room use by children, or both (§746.5311).
- 48.** Each child-care center must be equipped with a working carbon monoxide detection system (§746.5531). System must be individual electric (plug-in or hardwire) or battery-operated carbon monoxide detectors that is UL-listed OR an electronic carbon monoxide detection system connected to an electronic alarm/smoke detection system that is UL-listed (§746.5533).
- If an electric or batter-operated detector is utilized, at least one must be installed on every level of each building in the child-care operation and must be installed in compliance with the state or local fire marshal's instructions (§746.5535).
 - If an electronic detection system connected to an alarm/smoke detection system is utilized, the system must be installed according to the state or local fire marshal's instructions (§746.5535).
- 49.** It is not a requirement that the child-care center provide transportation to/from the facility. However, should the user decide to pursue this route, transportation is required to be licensed and regulated as per the minimum standards, Subchapter X, "Transportation," Section 746.5601 through 746.5621.

Texas Education Code

The Texas Education Code (TEC), as established by the Texas Legislature, is a set of the state laws which govern public education in Texas. All educational institutions supported in part or whole by state tax funds are required to meet these statues, unless specifically excluded by the code.

As it is neither a public, independent school district (ISD) or charter school, the Pre-K 4 SA project is not required to meet the requirements of the TEC. According to the TEC (Title 2, Chp.29, Subchapter E, Sec.29.1532), should the local school districts decide to contract with the Pre-K 4 SA child-care centers to provide pre-kindergarten services to their students, the program must, at a minimum, comply with the applicable child-care licensing standards adopted by the Department of Family and Protective Services under Chapter 42, Section 42.042, Texas Human Resources Code (September 2011). These minimum standards which the child-care center must meet have been outlined in the previous section.

Although it is not required to meet the TEC requirements for a pre-kindergarten facility, according to discussions with the Texas Education Agency (TEA), should the City decide to offer space to public school children at its facilities, it is required the proposed Pre-K 4 SA Centers provide the minimum 36 square foot per child indoor activity area required by

the Texas Administrative Code (Title 19, Part 2, Chpt 61, Subchpt. CC, Rule 61.1036). According to the rule, pre-kindergarten classrooms, constructed on or after January 1, 2004, shall have a minimum of 800 square feet per room or a minimum of 36 square feet per student. Meeting this requirement will also make the centers eligible for Head Start facility requirements (Reference Appendix for synopsis of Head Start Center Design Guidelines).

The information which follows has been extracted from the TEC as it pertains to items which affect the building or site design of a traditional public school Pre-K classroom. This information is provided here for reference purpose only to compare and contrast the requirements of a public facility to that of the licensed child-care center. The designer may wish to incorporate some of these elements into the center design.

1. Provide flagpole(s) from which the United States and Texas flags may be flown on all regular school days (Title 1, Chp. 1, Sec.1.003).
2. Each school district must employ a sufficient number of teachers certified under Subchapter B, Chapter 21, to maintain an average ratio of not less than one teacher for each 20 students in average daily attendance (Title 2, Chp. 2, Subtitle E, Chp. 25, Sec.25.111).
3. While no maximum class size is mandated for pre-kindergarten, a school district is encouraged to maintain student to teacher ratios in pre-kindergarten that do not exceed the maximum kindergarten ratio of one teacher to 22 students (Title 2, Chp. 2, Subtitle E, Chp. 25, Sec.25.112).
4. Students enrolled in full-day pre-kindergarten are required to participate in moderate or vigorous daily physical activity for at least 30 minutes throughout the school year as part of the district's physical education curriculum or through structured activity during a school campus's daily recess. To the extent practicable, a school district shall require a student enrolled in pre-kindergarten on less than a full-day basis to participate in the same type and amount of physical activity as a student enrolled in full-day pre-kindergarten (Title 2, Chp. 2, Subtitle F, Chp. 28, Sec.28.002).
5. A public school kindergarten may be operated on a half-day or a full-day basis at the option of the board of trustees of the school district (Title 2, Chp. 2, Subtitle F, Chp. 29, Sec.29.152).
6. A district shall offer free pre-kindergarten classes for certain children if the district identifies 15 or more children who are eligible under Subsection (b) (of this chapter) and are at least four years of age. A pre-kindergarten class under this section shall be operated on a half-day basis. A district is not required to provide transportation for a pre-kindergarten class (Title 2, Chp. 2, Subtitle F, Chp. 29, Sec.29.153).

7. Tuition based pre-kindergarten classes may be offered if the district provides an additional half-day of pre-kindergarten classes to those eligible for free pre-k and half-day and full-day classes to those which are not (Title 2, Chp. 2, Subtitle F, Chp. 29, Sec.29.1531).
8. A school district's pre-kindergarten program shall be designed to develop skills necessary for success in the regular public school curriculum, including language, mathematics, and social skills (Title 2, Chp. 2, Subtitle F, Chp. 29, Sec.29.1532).
9. A library is not a requirement at the pre-kindergarten level. A school district shall consider the standards of the Texas State Library and Archives Commission in developing, implementing, or expanding library services (Title 2, Chp. 2, Subtitle F, Chp. 33, Sec.33.021).
10. Provide at least one automated external defibrillator on campus. Consider the primary location to be where students engage in athletic activities (Title 2, Subtitle G, Chp. 38, Sec.38.017; Sec. 779.001, Health and Safety Code).
11. Visitors to the campus may be required to display the person's driver's license or another form of identification containing the person's photograph issued by a governmental entity (Title 2, Subtitle G, Chp. 38, Sec. 38.022).
12. A school district that constructs a new instructional facility or conducts a major renovation of an existing instructional facility using funds allotted to the district under this subchapter shall consider, in the design of the instructional facility, security criteria developed by the Texas School Safety Center under Section 37.2051 (Title 2, Subtitle I, Chp. 46, Sec. 46.0081) for emergency preparedness.

Texas Health and Safety Code

The following requirements related to school buildings and grounds are stated in Title 5, Chp. 341, Sec. 341.065 of the State of Texas Health and Safety Code:

1. A school building must be located on grounds that are well drained and maintained in a sanitary condition.
2. A school building must be properly ventilated and provided with an adequate supply of drinking water, an approved sewage disposal system, hand-washing facilities, a heating system, and lighting facilities that conform to established standards of good public health engineering practices.

3. A public school lunchroom must comply with the state food and drug rules.
4. A public school building and its appurtenances shall be maintained in a sanitary manner.
5. A building custodian or janitor employed full-time shall know the fundamentals of safety and school sanitation.

General Design Considerations

Sustainability

According to a City Council Resolution effective April 2007 (2007R-04-19-0416), all new buildings, funded and constructed by the City of San Antonio, for its uses, shall adopt the “Green Building Policy.” This policy guideline shall utilize, as its basis, the standards and requirements of the Silver certification as outlined by the Leadership in Energy and Environmental Design (LEED) Green Building Rating System.

These projects will NOT be LEED certified unless the design team is otherwise notified in writing by the City. However, the design team should apply the LEED checklist to all projects and apply “common sense” in selecting construction materials, etc. Reference the Appendix of this document for more information.

Mold and Moisture Prevention

Problems with mold and moisture in new and existing buildings may be minimized with special attention to building layout, exterior wall system design, HVAC system design, improved construction techniques and through building commissioning.

Per American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) recommendation, to prevent mold in buildings, relative humidity should be maintained between 40 and 60 percent. Reference the Appendix of this document for a list of references suggested for additional information on this topic.

Hazardous Materials Abatement

Given the age of the existing building scheduled for renovation as the Northside Center, a potential exists that the building contains lead paint, asbestos, mold and other hazardous materials. Abatement of these materials may be a necessary part of the building rehabilitation requirement.

Overall Site Design

1. Parking should be conveniently located to perimeter thoroughfares to increase efficiency and reduce the amount of internal site vehicle circulation. Develop parking areas with landscape buffers and islands in order to reduce heat island effects resulting

from large expanses of paved areas while improving the visual aesthetic of these areas.

2. To the greatest extent possible, parking should not be located near outdoor playgrounds in order to limit children's exposure to vehicle exhaust. Consider the utilization of vegetation and landscape buffers to provide an additional barrier.
3. A drop-off area will be required for parents delivering children in the morning and picking up in the afternoon. Where a mass transit (bus) drop-off is included in the design, the two areas should be separate and distinct from one another for pedestrian safety and to facilitate site circulation.
4. Consider design of a brand or logo for Pre-K 4 SA facilities which could be constructed as a building element (i.e. canopy, porte-cochere, etc.) to identify the facility purpose and be an element which ties facilities together City-wide.
5. Provide an area for an outdoor marquee (with manual changeable copy) or programmable, digital LED signage at the parking lot entry, or other prominent location, to advertise the facility, as well as important announcements for parents and the community (i.e. dates of school closure, report cards issued, etc.). Provide power to/at marquee for visibility and legibility during the evening or early morning hours. If digital marquee is utilized, provide power and data per manufacturer specifications for proper operation.
6. A service / loading area (van height) will be required for deliveries to the facility. This area should be a distinct and separate location from the building primary entrance. This space should have adequate space to accommodate the maneuvering of trucks.
7. Provide an area for two dumpsters, minimum (trash and recycling). Locate in a manner which minimize visual impact. Consider the utilization of vegetation or walls to screen this area from the public viewshed.
8. Exterior mechanical units and service yards should be located and/or screened in a manner which minimizes visual impact. Consider the utilization of vegetation or walls to screen these areas from the public viewshed.

Outdoor Space Requirements

1. Outdoor playgrounds shall be secure and screened from view as required by state law. A wall, at least four feet high, must enclose the outdoor activity space for the safety and ease of supervision (TDFPS, Div.2, Sec.746.4305). A privacy fence of at least six feet high is preferred by the User.

2. Playgrounds should be configured in a manner which facilitates supervision of children at play. Multiple playgrounds with a variety of playscapes are recommended. Consideration should be given to delineating the individual playground areas to assist with corralling and supervising children at play.
3. Provide two exits, minimum, per fenced area. An entrance to the building may count as one exit, but one exit must be away from the building (TDFPS, Div.2, Sec.746.4307).
4. Outdoor play areas do not need to be connected directly to the childcare center. However, all outdoor activity areas used by children must be accessible by a safe route (TDFPS, Div.2, Sec.746.4311).
5. Reference the minimum design standards by the Texas Department of Family and Protective Services outlined earlier in this chapter for the minimum playscape surface requirements.
6. Standards and playground configurations approved by the Northside Independent School District are also included in the appendix of this document for reference purposes.

Overall Building Design

1. The buildings shall be accessible to the physically handicapped and shall comply with applicable ADA Guidelines for new construction or renovation, as applicable.
2. Design should incorporate low maintenance and energy efficient features.
3. Minimum corridor width desired is 8'-0". Provide a chair rail in public hallways and corridors to minimize the amount of wear and tear on the interior building finishes.
4. Corridors should be provided with capability to display children's artwork and other notices. Tackable surface materials utilized for display shall be classified for fire performance and smoke development in accordance with Code requirements.
5. All occupied rooms (classrooms, offices, workstations, etc.) shall be provided with natural light, to the greatest extent possible.
6. Windows shall be provided with blinds or shades to control natural light.
7. For security purposes, all occupied rooms (classrooms, offices, workstations, etc.) and associated workspaces shall be provided with visual access from the building corridors or adjacent spaces via a window, side lite, or vision lite in the door.

8. Doorways shall have a minimum clear opening of 32 inches as measured between the face of the door and the opposite stop when the door is open 90 degrees.
9. Door hardware on exterior doors within classroom zone shall be equipped with alarm to alert instructors / staff of unauthorized use. Doors shall be provided with key-override for use by instructors or administration staff.
10. Door hardware installed on classrooms shall be able to be secured from the classroom interior by the instructor in case of emergency.
11. Doors should be located within a space so as to minimize congestion and, where applicable, should be located in close proximity to the teaching station(s) from the student seating / activity area.
12. Orient the building to capture and make use of prevailing breeze and sun angles. Consider the incorporation of overhangs, awnings and other shade elements as functional and architectural building design elements.
13. Use topography to an advantage to minimize the need for cut/fill operations while integrating the building within the existing landscape.

Civil Design Considerations

1. Consider the use of pervious paving materials, where feasible, to minimize run-off and reduce the need for large storm water retention areas and drainage systems.
2. A Storm Water Pollution Prevention Plan may be required for this project.
3. Design of all water and sanitary and sewer lines will be in accordance with rules and regulations of the San Antonio Water System (SAWS) and Texas Commission on Environmental Quality (TCEQ), as applicable.
4. A security fence, minimum 6'-0" high with burglar deterrence features, and access gates shall be located at the project site perimeter. Consideration should be given to the installation of an ornamental security fence at points visible to and accessible by the public.
5. Entry / exit gates, where utilized, shall be provided with a secure method of access; certain areas may require additional separate access and control.

Landscape Design Considerations

1. Screening and buffering of the site activities shall be in compliance with the materials, distances and guidelines specified in the City of San Antonio Unified Development Code (UDC).
2. Landscape buffers and areas shall be planned to present a visually pleasing appearance.
3. Materials which are native to the region and which are both drought-resistant and require low water use requirements are encouraged.
4. Vegetation which will require low maintenance is preferred.
5. Care should be taken to protect any existing vegetation which is surrounding the building that may be susceptible to damage during construction. Any vegetation which is damaged during construction shall be replaced.
6. An automatic sprinkler system designed for water conservation is recommended.
7. Consider the design of a nature trail, garden or other natural elements which may be utilized for instruction of the children in biology and other natural sciences.

Fire Protection

1. Fire protection systems shall be installed, repaired, operated and maintained in accordance with all applicable codes.
2. Where required by code, an automatic sprinkler system shall be designed and installed in accordance with the IBC and all applicable codes.

Structural Design Considerations

1. A structural system which minimizes the use of interior columns and allows for large, open spaces that maximize interior flexibility and efficiency is preferred. This measure should be applied to the existing building renovation to the greatest extent feasible.
2. View of the projection screen, whiteboard and / or teaching area shall not be obstructed in classrooms and teaching spaces by building structural elements. This measure should be applied to the existing building renovation to the greatest extent feasible.
3. Where columns occur on classroom perimeter walls adjacent to corridor, furr out column(s) on the corridor side. This will allow for maximum freedom within classrooms for furniture configuration, as well as provide designated areas on corridor walls for display of

children's artwork or for delineated zones for children to line up before field trips.

Mechanical Design Considerations

1. By City Ordinance (2009-03-12-0179), with the goal of net-zero carbon by 2030, effective January 1, 2010, non-residential construction must achieve an efficiency rate of 15% above the current City of San Antonio energy code that was in effect in 2008 (IECC 2000 with 2001 supplement and ASHRAE 90.1 1999).
2. Condensing units shall be located and/or screened in a manner which minimizes visual impact.
3. Consider the use of passive heating and cooling methods to increase energy conservation.
4. Fresh air shall be supplied and spaces ventilated in accordance with the International Mechanical Code.
5. An interior environment with variable temperature range between 68° to 75° Fahrenheit is desired. Design HVAC system accordingly to achieve this temperature, especially in areas which contain a large number of heat-producing equipment or computer workstations. System should have a master set point that can be used, as well as individual set points that can be used to override an individual room as needed.
6. Design HVAC system so that excessive air flow or equipment noise within one space shall not intrude into adjacent spaces.

Plumbing Design Considerations

1. Roof drains, gutters and downspouts should be designed to carry storm water away from building foundation and to a storm water collection system, such as a French drain, sump pump or City storm sewer. Consideration should be given to the design of a system which allows the collection / harvesting of this rain water for landscape irrigation use.
2. Where applicable, fixtures which utilize water conservation features shall be installed.

Electrical Design Considerations

1. Adequate site lighting shall be provided at the project site perimeter, within parking areas and at building entrances to maintain a comfortable level of security.
2. Emergency and exit lighting shall be provided per NFPA 101 requirements.

3. Operable pan-tilt-zoom (PTZ) motion activated security cameras shall be installed at all building entrances. Additional cameras shall be located in corridors, within vehicle parking lots and at outdoor play areas as directed by ITSD. Recorded data should be stored on-site on DVRs located in server racks located in the MDF Room. This information should be remotely accessible from central operations at Frio Street.
4. Provide controlled security access system (i.e. key cards or card reader) at all building entrances, MDF/IDF rooms (network closets) and as directed per the City of San Antonio Standards. All remaining interior doors shall utilize a traditional key-lock system, unless noted otherwise. Consideration to be given to installation of a visual intercom system (ie. Aiphone or similar) at main entry which will allow for Receptionist to view guest and control access to the building.
5. A panic button / alarm to be located and operated from Receptionist workstation in primary building Lobby / Reception and Childcare Center Administration Suite was not desired by the users at the time of publication of this report.
6. Provide audio public address system with capability for zoned address (i.e. instructional areas, outdoor play areas, etc.) or overall building communication. System to be operable from Childcare Center Administration Suite. Provide intercom system in classroom which allows instructor to page a nurse or administrative staff in case of emergency.
7. Convenience power and data outlets shall be provided along the perimeter walls, in accordance with all current applicable codes. When locating outlets, special attention should be paid to the possible location of office equipment and furniture.
8. Provide adequate power and data outlets, as required, to serve equipment in all instructional spaces.
9. All lighting shall have motion sensors. The following levels of illumination shall be provided:
 - 50 to 55 footcandle (fc) for general illumination
 - 20 fc at writing surfaces during projection for note-taking
10. Spaces which require / utilize projection equipment, such as classrooms and conference / training rooms, shall be designed as follows:
 - Where a ceiling-mounted projector is designated, an electrical outlet shall be located at the ceiling. Outlet location to be coordinated with projector location.

- Where teaching stations are utilized, lighting controls shall be either located within close proximity to or controlled from it.
 - Lighting shall be zoned in order to allow for the proper viewing of projected images. Room shall be zoned in a manner which allows for light fixtures at / near the projection screen to remain off so as not to impede viewing of images on the screen.
 - In conference and training rooms, consideration should be given to the utilization of a flat screen LCD television with data input, in lieu of a traditional projection screen and overhead projector.
- 11.** Lighting controls shall be located within close proximity to the entry door(s) of individual spaces.

Additional Design Considerations

- 1.** Wall and ceiling material(s) should minimize sound transmission. In classrooms, offices and spaces with high noise pollution, wall and ceiling assemblies shall meet the minimum sound transmission class (STC) recommended by ANSI/ASA S12.60-2010 American National Standard “Acoustical Performance Criteria Design Requirements, and Guidelines for Schools, Part 1: Permanent Schools,” outlined in Table 4 of referenced document, and included here as a standard recommendation, in order to alleviate noise pollution to/from adjacent spaces:

Table 4 — Minimum STC ratings required for single or composite wall and floor-ceiling assemblies that separate a core learning space from an adjacent space

| Adjacent space | | | |
|---|--|---|--|
| Other enclosed or open-plan core learning space, therapy room, health care room and space requiring a high degree of acoustical privacy ^{a), b)} | Common-use and public-use toilet room and bathing room ^{a)} | Corridor, staircase, office, or conference room ^{c), d)} | Music room, music performance space, auditorium, mechanical equipment room, ^{e)} cafeteria, gymnasium, or indoor swimming pool. |
| 50 | 53 | 45 | 60 |

^{a)} These requirements do not apply to toilets opening only into the core learning space and used only by occupants of the core learning space.

^{b)} A 20 cm (8") concrete masonry unit wall having a surface weight density of at least 180 kg/m² painted and sealed on both sides, acoustically sealed at the entire perimeter and extending from the floor slab to the structural deck above, is an acceptable alternate assembly that conforms to the intent of 5.4.2.1.

^{c)} For corridor, office, or conference room walls containing doors, the basic wall, exclusive of the door, shall have an STC rating as shown in the appropriate column in this table. The entrance door shall conform to the requirements of 5.4.2.4.

^{d)} When acoustical privacy is required, the minimum composite STC rating, including the effects of doors, of the partitions around an office or conference room, shall be increased to 50.

^{e)} The isolation between core learning spaces and mechanical equipment rooms shall have a STC rating of 60 or greater unless it is shown that the sound level in the mechanical equipment room combined with a lower STC rating can achieve the required sound level in the core learning space. In no case shall the design STC between such spaces be less than 45.

- 2.** Speech in instructional areas and offices shall be intelligible without amplification.
- 3.** To the greatest extent possible, classrooms, conference rooms, offices and workstations shall not share common walls with restrooms, mechanical equipment rooms, loading docks, mailrooms and other similar noise-producing areas.

Technical Requirements

4

Introduction

THIS CHAPTER INCLUDES THE INITIAL technical requirements (architectural, structural, mechanical, electrical, etc.), finishes and illumination and furnishing, fixtures and equipment lists required for proper design and construction of the individual spaces listed in the building summaries located in the Space and Adjacency chapter.

In addition, where applicable, specific regulations or requirements of local, state and national codes are also included on these sheets.

The information in these sheets is intended as a guideline for preliminary design purposes and neither includes all regulations and requirements for proper design and function nor omits the need for a full code review by the design architect.

Please reference additional code and design considerations in the previous chapter, “Code and Standards,” for additional information related to the building design which may not be included here.

The chapter is organized into the following sections detailed room-by-room requirements including technical requirements, finishes and illumination, and furnishings, fixtures, and equipment lists and is organized as follows:

- Instructional / Activity Space - Children
- Administrative Space
- Professional Development Space
- Building Support Functions
- Exterior Areas - Children
- Non-Assignable Spaces

Spaces are detailed as indicated in the previous chapter; requirements are applicable to all spaces of the same type, unless noted otherwise.

Technical Requirements

Room Data Sheets

Instructional / Activity Space - Children

Technical Requirements

Instructional Space

GENERAL CLASSROOM (IS-01)

ROOM FUNCTION

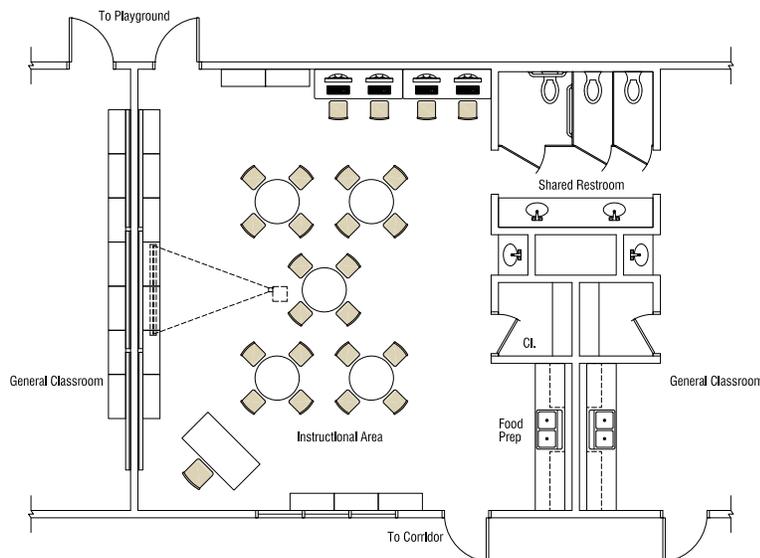
This space provides general instructional area and “hands on learning” discovery centers associated with the Pre-K curriculum which will be developed for the center. Included in each classroom will be a Food Prep/Staging Area, Teacher’s Storage Closet and Restroom. To meet the required ratio of fixtures to students, the Restroom will be shared between (2) classrooms. Direct access to the Outdoor Play Area from this space is preferred.

ROOM DATA

| | |
|-----------------------|--|
| Net Square Feet (ASF) | 850 ASF (720 ASF Instructional Area + 130 ASF Support Areas) |
| Avg. No. of Occupants | 20 Students + 2 Faculty |
| No. of Spaces by Type | 25 (Eastside); 25 (Westside) |

SAMPLE ROOM LAYOUT

This diagrams below are included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.

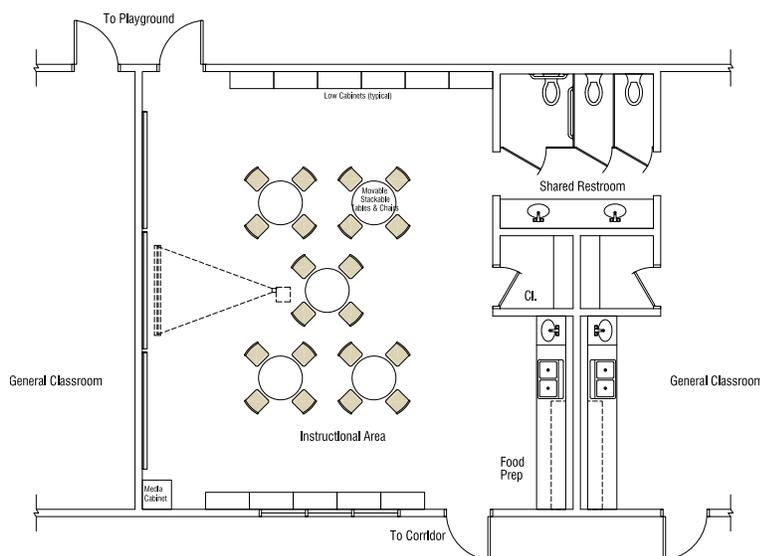


Note 1: The overall size and configuration of the General Classroom shall match those of the existing Northside facility and be a minimum 950 GSF. As outlined in the space summary, 850 ASF comprises the sum of the total assignable, or usable, clear floor area for each of the individual components. *This does not include* area required for wall thickness, structure, and other items included in the gross square footage of the space. Reference the diagram on Page 4.6 which indicates how to measure the minimum 720 ASF required for the Instructional Area alone, exclusive of the Food Prep, Storage and Restroom.

Note 2: Curriculum for program had not been determined at the time of publication of this document. The furniture shown is for representational purposes only and should not be considered the final layout / requirement.

Classrooms should be designed with age-appropriate furnishings and equipment and include clearly defined interest / discovery centers which allow for a variety of activities that promote a child’s developmental, behavioral and social learning.

The following five types of centers were recommended as minimum requirements during programming interviews with local educators: house, block, book / library, art and sensory (sand/water).



TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Note 13 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|------------------------------------|
| Power | 110v/20A/1-phase - See Note 15, 16 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 14 thru 17 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (5) Stackable Movable Tables (3'-0" diameter) | OFOI |
| (20) Stackable Movable Chairs (Child Size) | OFOI |
| Cubbies for Children's Storage (for 20 Students) | OFOI |
| Low Bookshelves and Toy/Storage Containers | OFOI |
| (1) Movable Teaching Desk w/Movable Chair | OFOI |
| (1) Lockable Media Cabinet | OFOI |
| (1) Ceiling Mounted Projector | OFCI |
| (1) Document Camera | OFOI |
| (1) DVD Player and/or VCR | OFOI |
| (5) Computer and Monitor | OFOI |
| Tackable Wall Surface - 8 Linear Feet (min.) | CFCI |
| (1) Wall-Mounted Pencil Sharpener | CFCI |
| Whiteboard AND / OR | |
| SmartBoard Surface - 16 Linear Feet (min.) | CFCI |
| (1) Recessed Drop-Down Motorized Projection | |
| Screen - 72" wide (min.) | CFCI |

NOTES

- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Direct access to the Outdoor Play Area from this space is preferred.
- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.

NOTES (CONTINUED)

- Locate doors within space to minimize congestion. Consider the utilization of a Dutch door at the classroom entrance to allow for adults to converse while maintaining a secure environment for the children in the classroom.
- Provide windows from corridor into space to allow for monitoring of classes in progress by parents, administrators or for professional development training purposes.
- Wall and ceiling assemblies should minimize sound transmission. Reference "Code and Standards" chapter for recommended STC rating.
- Speech shall be intelligible without amplification.
- View of the projection screen, whiteboard and / or teaching area shall not be obstructed by building structural elements.
- All lighting shall have motion sensors. Provide 50 to 55 foot-candle (fc) for general illumination; 20fc (min.) for note taking during projection.
- Lighting controls shall be located within close proximity to all entry doors. Controls shall also be either located within close proximity to or controlled from the teaching station. Zone in order to allow proper viewing of projected images and in a manner which allows for light fixtures at / near the projection screen to remain off so as not to impede viewing of images on the screen.
- Motorized projection screen not required if whiteboard surface is designed to also be utilized as a projection screen.
- Classroom teaching equipment (document camera, DVD player, and computer) shall be placed in lockable media cabinet located near the teaching wall.
- 1 sink is required per 17 children. At least (1) shall be accessible from but not located within the clear floor area (720 ASF - see diagram following page) of the Instructional Area. Provide plumbing for hot and cold water to lavatory for children's handwashing. Sink to be children-appropriate height and ADA accessible.
- Provide (1) 2-port data outlet (min.) at the teaching wall and at the opposite back wall. Building shall be equipped with wireless technology and infrastructure. Provide data to support (4) computers for children's use, in addition to teacher's station. Users had discussed the utilization of iPads, laptops or other mobile computer devices in lieu of traditional desktops. Coordinate equipment requirements w/Users.
- Locate data and electrical outlet at ceiling for projection equipment and at SmartBoard (where utilized). Coordinate outlet with projector and SmartBoard locations.
- Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, special attention should be paid to the possible location of classroom equipment and furniture.
- Provide intercom system in classroom which allows instructor to page nurse or administrative staff in case of emergency.
- Natural light into the space is required. Windows shall be provided with blinds or shades to control natural light.

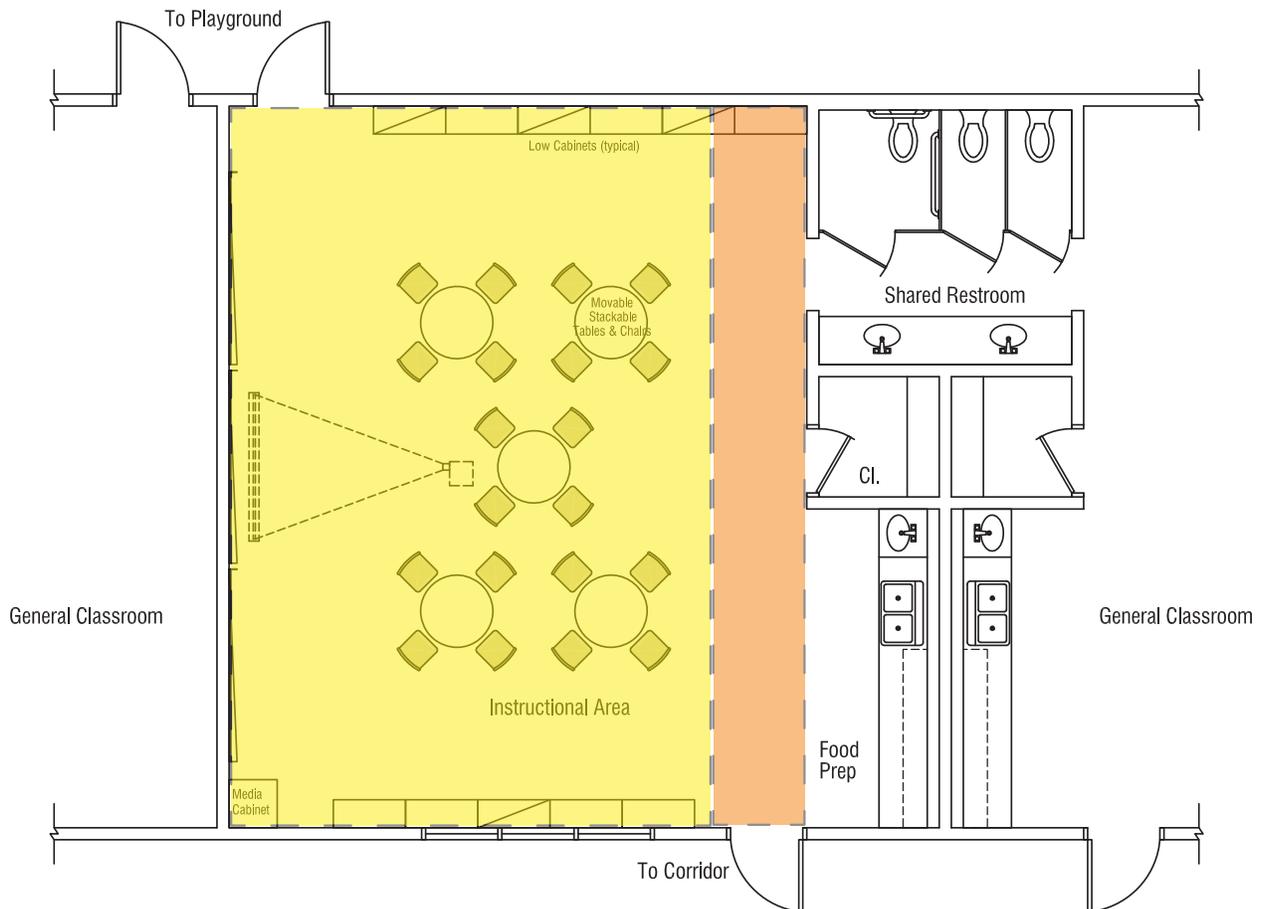
Technical Requirements

Instructional Space

Minimum Instructional Area Required per Regulating Agency

Required Instructional Area: TEA (36SF / Child) = 720 SF (min.)

Required Instructional Area:
Daycare (30SF / Child) = 600 SF (min.)



Indoor Activity / Instructional Area - Definition of Measurement

Childcare Standards (§746.4213):

Indoor activity space is measured from the interior walls of the space at the floor level and excludes floor space occupied by permanent and stationary fixtures (ie. bookcases, shelving and storage/counter space) which are not intended for use by the children.

TEA (Texas Administrative Code, Title 19, Part 2, Chpt 61, Subchpt. CC, Rule 61.1036):

The net square footage of a room includes exposed storage space, such as cabinets or shelving, but does not include hallway space, classroom door alcoves, or storage space, such as closets or preparation offices. The net square footage of a room shall be measured from the inside surfaces of the room's walls.

GENERAL CLASSROOM - FOOD PREP / STAGING AREA (IS-01B)

ROOM FUNCTION

This space will provide an area to prep meals and snacks for the children. In addition, it will provide secured storage for additional classroom materials, cleaning supplies, and other miscellaneous items necessary to support the classroom functions.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Note 3 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 5 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| Built-In Counter Worksurface with Upper and Lower Cabinets and Double Sink | CFCI |
| (1) Disposable Glove Dispenser (Wall Mounted) | CFCI |
| (1) Paper Towel Dispenser (Wall Mounted) | CFCI |
| (1) Soap Dispenser (Wall Mounted) | CFCI |

***Note:** There shall be a minimum clear distance of 24" between lower cabinet top surface and the underside of the upper cabinets. All upper cabinets shall be a minimum clear depth of 12" inside to allow for storing three ring binders. If millwork is lockable all locks shall be keyed to the same master key.

NOTES

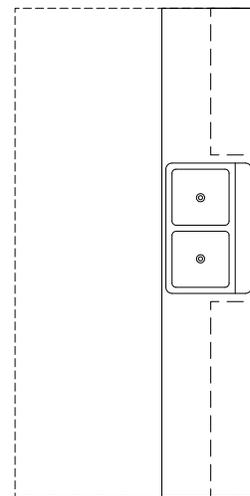
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|------------------------------|
| Net Square Feet (ASF) | 50 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 25 (Eastside); 25 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Space should be located adjacent to and accessible from the Instructional Area. In order to facilitate delivery of catered meals, space should also be located near the classroom entry. Consideration should be given to the utilization of a pass-thru or Butler's pantry configuration which will allow for meal delivery without disturbing / disrupting the instruction occurring in the classroom.
- Provide plumbing for hot and cold water to sink. Sink is intended for adult use only for hand-washing and food preparation.
- Cabinets shall be installed with either key lock or child-safety latches to prevent children access to materials within cabinets. If keyed, all cabinets shall be keyed with the same lock.
- Convenience duplex GFCI power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power outlets, pay special attention to the possible location of equipment.
- This space does not require natural light.

Technical Requirements

Instructional Space

GENERAL CLASSROOM - TEACHER'S STORAGE CLOSET (WALK-IN) (IS-01C)

ROOM FUNCTION

In addition to storage of general classroom materials, this space will provide walk-in storage for the instructor's personal, supplemental educational materials, as well as storage for personal belongings during the workday.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

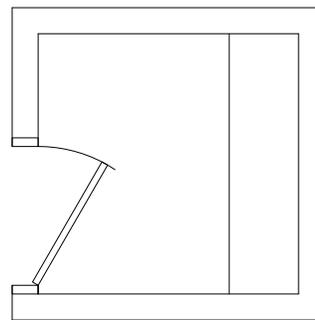
| | |
|---|------|
| Industrial Metal Shelving OR | OFOI |
| Built-In Shelving (12" Deep min.) | CFCI |
| (1) Coat Hook (Door Mounted on Closet Interior) | CFCI |
| (1) Mirror (12" x 30"; Door Mounted on Closet Interior) | CFCI |
| (20) Yoga Mats (for Children's Naptime) | OFOI |

ROOM DATA

| | |
|-----------------------|------------------------------|
| Net Square Feet (ASF) | 25 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 25 (Eastside); 25 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to and accessible from the Instructional Area. Door swing from closet may not intrude upon or obstruct the required minimum clear floor area (720 ASF) of the Instructional Area. Entry door to space shall be provided with keyed lock.
3. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
5. This space does not require natural light.

GENERAL CLASSROOM - RESTROOM (IS-01D)

ROOM FUNCTION

This space will provide toilet and lavatory facilities for the children receiving instruction in the General Classroom. (1) Sink and (1) toilet are required per 17 students. (3) fixtures, total, are required between (2) General Classrooms.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|---------------------------------|
| Floor | Resil. Flooring or Ceramic Tile |
| Base | Rubber |
| Walls | See Note 3 |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Notes 4 and 5 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 6 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---|------|
| (2) Standard Flush Toilets | CFCI |
| (1) Standard Flush Toilet (ADA) | CFCI |
| Toilet Compartment Partitions for (3) Stalls | CFCI |
| Built-In Counter Surface with Lower Cabinets and (2) Sinks (Child Height) - (1) Sink to be ADA | CFCI |
| Wall-Mounted Mirror (Above Counter) | CFCI |
| (1) Paper Towel Dispenser (Wall Mounted) | CFCI |
| (1) Soap Dispenser (Wall Mounted) | CFCI |

NOTES

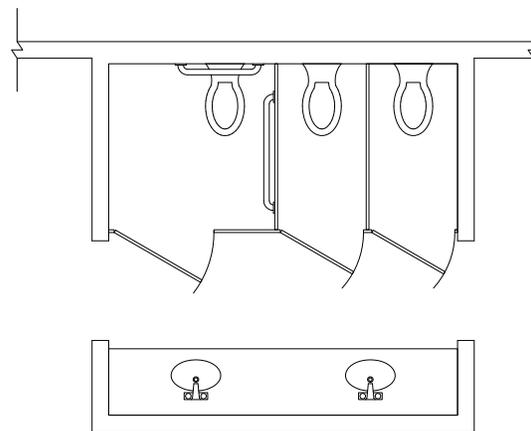
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Space will be shared between (2) General Classrooms and should be located adjacent to and accessible from the Instructional Area. When combined, each Restroom will total 110 ASF to accommodate the required number of fixtures (toilets and sinks) between both classrooms for 40 students.

ROOM DATA

| | |
|-----------------------|-----------------------------------|
| Net Square Feet (ASF) | 110 ASF Total Shared (55 ASF ea.) |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 12.5 (Eastside); 12.5 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Install ceramic tile wainscot to 5'-0" AFF at walls or to ceiling behind toilets. Utilize standard toilet compartment partitions between stalls. Partitions may extend to the floor for privacy but should allow for caregiver supervision, as needed, of the child. Install painted gypsum wallboard at all other wall locations.
- Provide plumbing for hot and cold water to sinks. (3) Sinks are required between the (2) General Classrooms to accommodate 40 children. At least (1) sink should be located in the Instructional Area. The remaining (2) sinks should be located within the Restroom to promote hand-washing.
- Provide plumbing for (3) flush toilets.
- Convenience duplex GFCI power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power outlets, pay special attention to the possible location of equipment.
- Cabinets shall be installed with either key lock or child-safety latches to prevent children access to materials within cabinets. If keyed, all cabinets shall be keyed with the same lock.
- This space does not require natural light.

Technical Requirements

Instructional Space

GROSS MOTOR SKILLS CLASSROOM (IS-02)

ROOM FUNCTION

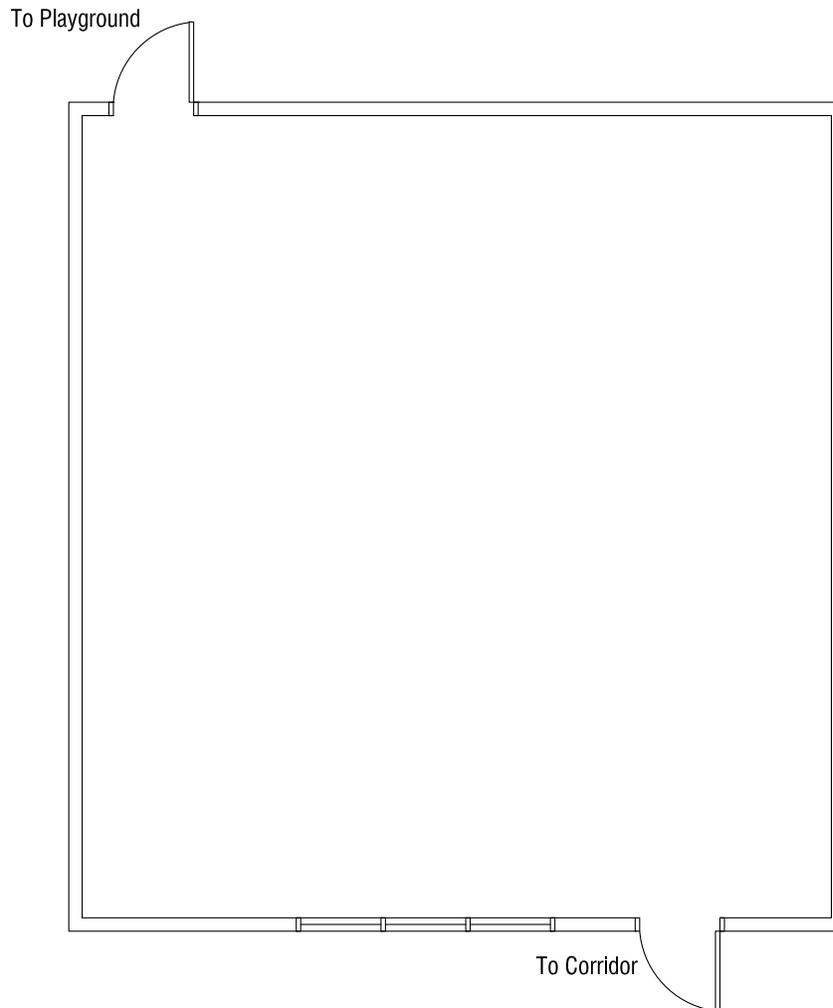
This space will provide students an indoor area for a variety of physical activities. In addition, it will allow for an indoor play area during days of inclement weather. The space should be designed for conversion to a General Classroom, in the future, if desired.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 850 ASF |
| Avg. No. of Occupants | 20 Students + 2 Faculty |
| No. of Spaces by Type | 2 (Eastside); 2 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Masonry - See Note 7 |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-----------------------------------|
| Power | 110V/20A/1-phase - See Note 12-14 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 11, 12 and 14 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---|------|
| Industrial Metal Shelving | OFOI |
| Lockable Metal Storage Cabinets (48" x 20") | OFOI |

Note: Curriculum had not been developed at the time of publication of this report. Actual equipment storage requirements will be determined based on final curriculum. Gross motor skills involve movements using the large muscles of the body. They include things like running, jumping, catching and throwing balls, and other large muscle activities.

NOTES

- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Space should be centrally located near the General Classrooms. Direct access to the Outdoor Play Area from this space is also preferred. Consider alternate location of this space with visibility only (no access), via glass storefront, from the building Lobby/Reception Area.
- Floor area shall be clear and open and not be obstructed by building structural elements.
- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Locate doors within space to minimize congestion. Consider the utilization of a Dutch door at the classroom entrance to allow for adults to converse while maintaining a secure environment for the children in the classroom.
- Provide windows from corridor into space to allow for monitoring of classes in progress by parents, administrators or for professional development training purposes.
- Utilize CMU wall or other approved masonry material. Apply glazed coating or heavy-duty epoxy to 12'-0" AFF (min.). Consider installation of acoustic panels above this point to assist in minimization of sound transmission. Wall and ceiling assemblies should minimize sound transmission. Reference "Code and Standards" chapter for recommended STC rating. Walls should be provided with fasteners or other mechanism for securing safety pads up to 6'-0" AFF to protect children from accidental impact. Coordinate type and location with User.
- Speech shall be intelligible without amplification.
- All lighting shall have motion sensors. Provide 50 to 55 foot-candle (fc) for general illumination. All lighting fixtures shall be appropriately protected to withstand potential unintended impact by sports equipment.
- Lighting controls shall be located within close proximity to all entry doors. Zone lighting to allow for future flexibility if space is converted to General Classroom.
- Provide (1) 2-port data outlet (min.) at the proposed future teaching wall and at the opposite back wall. Building shall be equipped with wireless technology and infrastructure.
- Locate data and electrical outlet at ceiling for future projection equipment and at SmartBoard (where utilized). Coordinate outlet with future projector and SmartBoard locations.
- Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
- When locating power and data outlets, special attention should be paid to the possible location of classroom equipment and furniture.
- Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Room Data Sheets **Administrative Space**

Technical Requirements

Administrative Space

RECEPTION / WAITING AREA (AS-01)

ROOM FUNCTION

This space will serve as the reception area for each of the administrative office suites as identified in the space summary. An Administrative Assistant will typically monitor this space and serve as the receptionist for visitors.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|-------------------------------------|------|
| (2) Guest Chairs | OFOI |
| (1) End Table and / or Coffee Table | OFOI |
| (1) Standard Modular Desk | OFOI |
| (1) Standard Movable Chair | OFOI |
| (1) File Cabinet | OFOI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |

NOTES

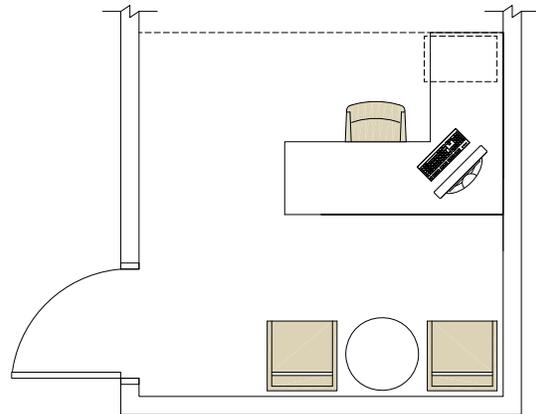
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | 1 + 2 Guests |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with secure (i.e. key card) access.
- Provide (1) 2-port data outlet and (1) telephone outlet (min.) to workstation; coordinate with workstation location. Building shall be equipped with wireless technology and infrastructure.
- Provide adequate power to workstation to operate equipment; coordinate with workstation location. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
- Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

DIRECTOR OFFICE (AS-02)

ROOM FUNCTION

This space will serve as the primary workspace for the Child-care Center Director, as identified in the space summary.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 160 ASF |
| Avg. No. of Occupants | 1 + 4 Guests |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

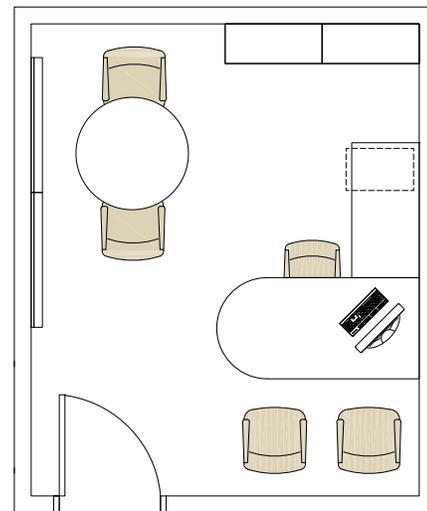
| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (1) Standard Modular Desk | OFOI |
| (1) Standard Movable Chair | OFOI |
| (4) Guest Chairs | OFOI |
| (1) Standard Movable Table for Four | OFOI |
| (2) Standard Modular Bookshelves | OFOI |
| (1) File Cabinet | OFOI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| Whiteboard Surface - 4 Linear Feet (min.) | CFCI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
- Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
- Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Administrative Space

PRIVATE OFFICE - STAFF (AS-03)

ROOM FUNCTION

This space will serve as the primary workspace for the staff as identified in the space summary.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

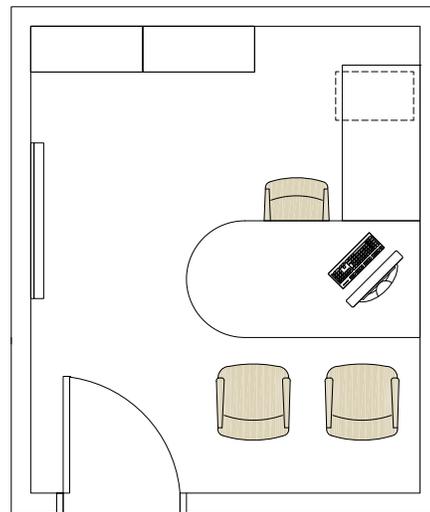
| | |
|--|------|
| (1) Standard Modular Desk | OFOI |
| (1) Standard Movable Chair | OFOI |
| (2) Guest Chairs | OFOI |
| (2) Standard Modular Bookshelves | OFOI |
| (1) File Cabinet | OFOI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 120 ASF |
| Avg. No. of Occupants | 1 + 2 Guests |
| No. of Spaces by Type | 2 (Eastside); 2 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
3. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

PRIVATE OFFICE - STAFF (AS-04)

ROOM FUNCTION

This space will serve as the primary workspace for the staff as identified in the space summary. (1) Office will provided at each center to be utilized by visiting Pre-K 4 SA administrative staff (housed at the Southside Center) during on-site visits.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

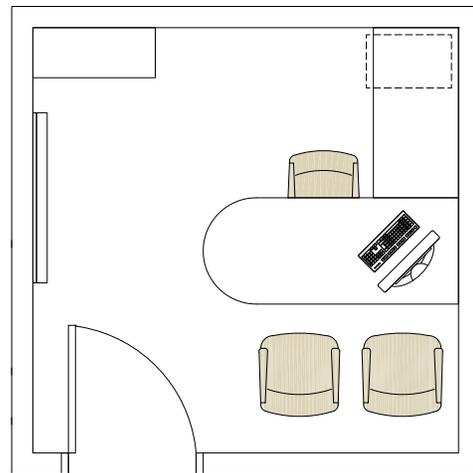
| | |
|--|------|
| (1) Standard Modular Desk | OFOI |
| (1) Standard Movable Chair | OFOI |
| (2) Guest Chairs | OFOI |
| (1) Standard Modular Bookshelves | OFOI |
| (1) File Cabinet | OFOI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | 1 + 2 Guests |
| No. of Spaces by Type | 3 (Eastside); 3 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
3. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Administrative Space

CONFERENCE ROOM (AS-05)

ROOM FUNCTION

This space will be used for meetings with departmental staff, vendors or outside guests. Conference Room will be located within administrative suite for use by that department / program.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (1) Standard Movable Conference Table | OFOI |
| (8) Standard Movable Chairs | OFOI |
| (1) 55" Flat Screen TV / DVD (Wall Mounted) | OFCI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| Whiteboard Surface - 8 Linear Feet (min.) | CFCI |

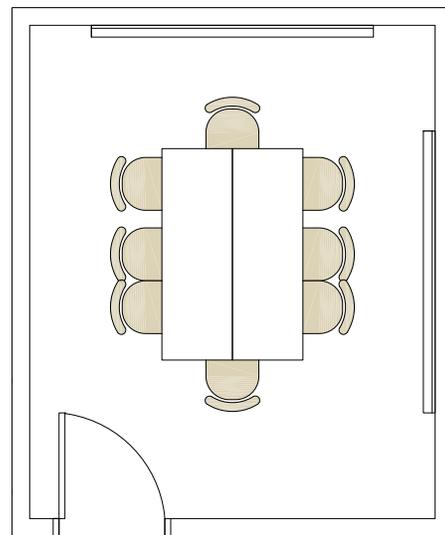
***Note:** Flat screen TV is intended to be utilized for projection. Provide data input connection at perimeter wall in vicinity of the television.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 160 ASF |
| Avg. No. of Occupants | 8 |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
3. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
5. Provide 50 to 55 fc for general illumination; 20 fc for note taking during projection. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

RECORDS STORAGE (SECURE) (HIGH DENSITY) (AS-06)

ROOM FUNCTION

This space type will provide storage capability of files as identified in the space summary. A high density storage system shall be installed in this location to maximize capacity of this room. Due to nature of records stored in this space, the room and files shall be secure.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 5 |
| Dedicated Circuits | Stand-by Power |
| Data | See Note 4 and 5 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|-----------------------------|------|
| High Density Storage System | CFCI |
|-----------------------------|------|

***Note:** An outside vendor will be responsible for the installation of FF&E related to this space. Designer shall provide adequate space and infrastructure to support equipment specified for this space. Consult with vendor for specifications related to this space.

NOTES

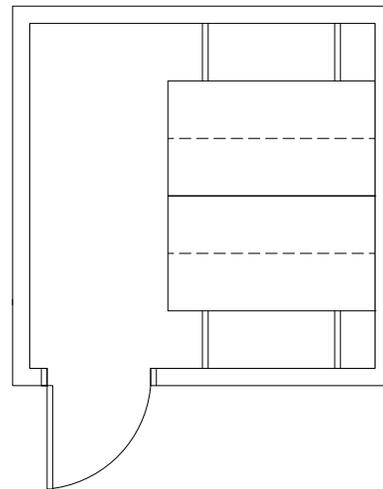
1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

2. Verify that floor structure is adequate to support the high density storage system. Coordinate with manufacturer's specifications.
3. Entry door to space shall be provided with secure (i.e. key card) access.
4. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
5. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, special attention should be paid to the possible location of equipment and furniture.
6. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

Technical Requirements

Administrative Space

WORKROOM / GENERAL STORAGE (AS-07)

ROOM FUNCTION

This space type will provide an area for the location of shared equipment (copy, fax, etc.), departmental mailboxes, supply storage, and/or document assembly/production space. The space should be designed with the flexibility for future conversion to office space, if necessary.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 5 |
| Dedicated Circuits | X Stand-by Power |
| Data | See Notes 4 and 5 |
| Other | See Note 6 |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---|------|
| Counter w/Upper and Lower Cabinets (one wall) | CFCI |
| (1) Standard Movable Table (24" x 48") | OFOI |
| (1) Networked Printer and / or Copier | OFOI |
| Laminating Machine | OFOI |

***Note:** There shall be a minimum clear distance of 24" between lower cabinet top surface and the underside of the upper cabinets. All upper cabinets shall be a minimum clear depth of 12" inside to allow for storing three ring binders. If millwork is lockable all locks shall be keyed to the same master key.

NOTES

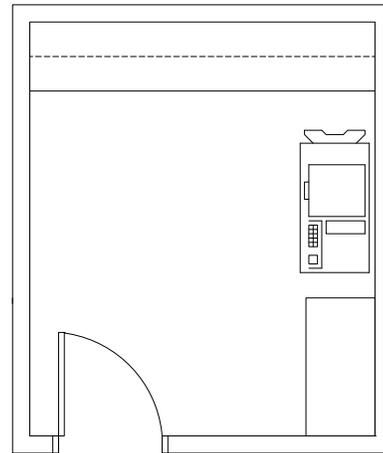
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 120 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Provide sound attenuation in the walls to keep equipment noise in the room from distracting staff in adjacent workspaces.
- Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls and at counter location. Building shall be equipped with wireless technology and infrastructure.
- Convenience duplex power outlets shall be provided along the perimeter walls and at counter location at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
- Verify type of power requirements for specific copy machine and equipment; a dedicated circuit and data port may be required for copier.
- Provide 50 to 55 fc for general illumination. Lighting shall have motion sensors; controls shall be located in close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

CAR SEAT / GENERAL STORAGE (AS-08)

ROOM FUNCTION

This space will serve as storage space for those functions identified in the space summary.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

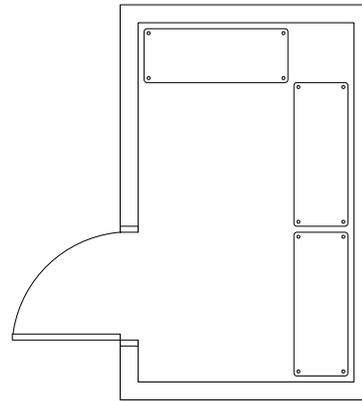
| | |
|---------------------------|------|
| Industrial Metal Shelving | OFOI |
|---------------------------|------|

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 60 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to and accessible from the Reception / Waiting Area of the Childcare Administration Suite or from the main building Lobby in order to facilitate access to car seats by staff.
3. Entry door to space shall be provided with keyed lock.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door.
6. This space does not require natural light.

Technical Requirements

Administrative Space

STAFF LOUNGE (AS-09)

ROOM FUNCTION

This space will serve as the dining, food storage and food preparation area for the Childcare Center administrative staff and instructors, as well as a general break area.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Note 4 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 6 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 5 and 6 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| Built-In Counter Worksurface with Upper and Lower Cabinets and Double Sink | CFCI |
| Whiteboard or Tackable Wall Surface - 8 Linear Feet | CFCI |
| (1) Refrigerator / Freezer w/Ice Maker | OFOI |
| (1) Microwave | OFOI |
| (1) Paper Towel Dispenser (Wall Mounted) | CFCI |
| (1) Soap Dispenser (Wall Mounted) | CFCI |
| (1) Movable Table for Six | OFOI |
| (6) Standard Movable Chairs | OFOI |

NOTES

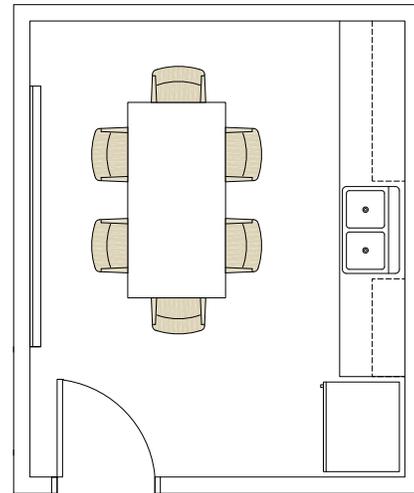
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 160 ASF |
| Avg. No. of Occupants | 6 |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Provide sound attenuation in the walls to keep equipment noise in the room from distracting staff in adjacent workspaces.
- Provide plumbing for hot and cold water to sink and to ice maker at refrigerator.
- Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls and at counter location. Building shall be equipped with wireless technology and infrastructure.
- Convenience duplex power outlets shall be provided along the perimeter walls and GFCI outlets at counter at regular intervals, in accordance with Code. When locating power outlets, pay special attention to the possible location of equipment.
- Provide 50 to 55 fc for general illumination. Lighting shall have motion sensors; controls shall be located in close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

NURSE OFFICE / MEDICINE STORAGE (AS-10)

ROOM FUNCTION

This space will serve as the primary workspace for the staff as identified in the space summary. In addition, children's medication and health files will be stored at this location. Due to nature of materials stored in this space, the room and storage shall be secure.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---|------|
| Built-In Counter Worksurface with Upper and Lower Cabinets and Knee Space | CFCI |
| (1) Standard Movable Chair | OFOI |
| (1) Lateral File Cabinet | OFOI |
| (1) Refrigerator | OFOI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |

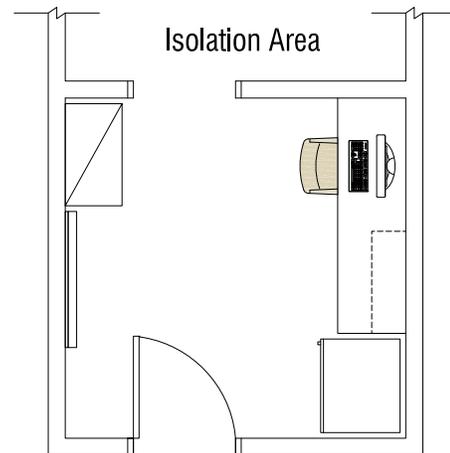
***Note:** There shall be a minimum clear distance of 24" between lower cabinet top surface and the underside of the upper cabinets. All upper cabinets shall be a minimum clear depth of 12" inside to allow for storing three ring binders. If millwork is lockable all locks shall be keyed to the same master key.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | 1 + 1 Guest |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
3. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. and counter worksurface Building shall be equipped with wireless technology and infrastructure.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Administrative Space

SICK / ISOLATION AREA (AS-11)

ROOM FUNCTION

This space will serve as an area for a child who becomes ill during the day to be cared for and supervised until they are able to be picked up by a parent or guardian.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 60 ASF |
| Avg. No. of Occupants | 1 |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---------|------|
| (1) Cot | OFOI |
|---------|------|

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to the Bathroom w/Shower and accessible from the Nurse's office.
3. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
4. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door.
5. This space does not require natural light.

BATHROOM W/SHOWER (ADA) (AS-12)

ROOM FUNCTION

This space will provide toilet and lavatory facilities for a child who is ill and under the supervision of the Nurse. A shower is also included to allow for children to be cleaned up, if necessary.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|---------------------------------|
| Floor | Resil. Flooring or Ceramic Tile |
| Base | Rubber |
| Walls | See Note 4 |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Notes 6 thru 9 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|--------------------------------|
| Power | 110V/20A/1-phase - See Note 11 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (1) Standard Flush Toilet (ADA) | CFCI |
| (1) Lavatory (ADA) | CFCI |
| (1) Walk-In Shower (ADA) | CFCI |
| Wall-Mounted Mirror (At Lavatory) | CFCI |
| (1) Paper Towel Dispenser (Wall Mounted) | CFCI |
| (1) Soap Dispenser (Wall Mounted) | CFCI |

NOTES

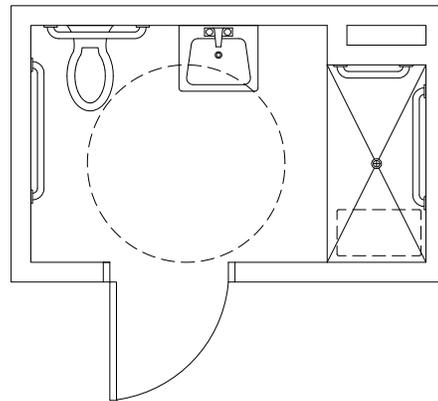
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Space will be adjacent to and accessible from the Sick/Isolation Area. Entry door to space shall be provided with keyed lock.
- Utilize accessible shower pan or install non-slip ceramic tile floor at shower.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 60 ASF |
| Avg. No. of Occupants | 1 |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Install ceramic tile wainscot to 5'-0" AFF at walls or to ceiling at perimeter walls and to ceiling in shower area. Install moisture-resistant painted gypsum wallboard at all other wall locations above tile and at ceiling.
- Provide direct lighting above shower stall. Install UL-rated fixture for wet locations.
- Provide exhaust fan to remove excess moisture from air. Exhaust to exterior.
- Provide plumbing for hot and cold water to sink and to shower.
- Provide floor drain in shower.
- Provide plumbing for flush toilet.
- All fixtures shall meet ADA requirements for accessibility.
- Convenience duplex GFCI power outlet shall be provided at lavatory. When locating power outlets, pay special attention to the possible location of fixtures.
- This space does not require natural light.

Technical Requirements

Room Data Sheets

Professional Development Space

Technical Requirements

Professional Development Space

TRAINING / MULTIPURPOSE ROOM (PD-01)

ROOM FUNCTION

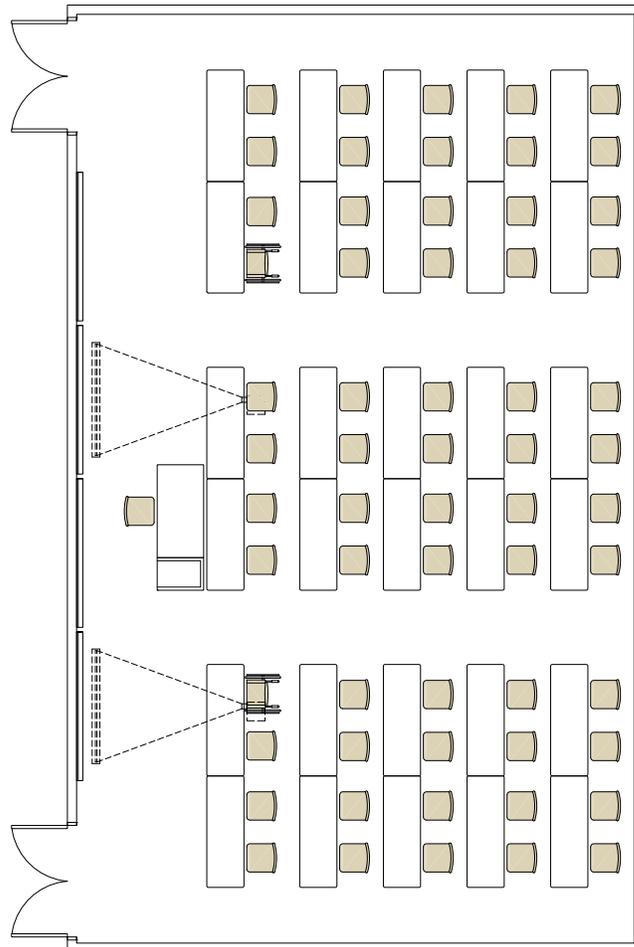
This space will serve as a meeting room for professional development training sessions with large groups of up to 60 individuals. In addition, it may be utilized for special event / activity space by the Center (ie. convocation / award ceremonies for students).

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 1,500 ASF |
| Avg. No. of Occupants | 60 Guests + 1 Presenter |
| No. of Spaces by Type | 3 (Eastside); 3 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



Technical Requirements

Professional Development Space

TRAINING / MULTIPURPOSE ROOM (PD-01)

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|------------------------------------|
| Power | 110V/20A/1-phase - See Note 11, 12 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 10 thru 12 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (30) Standard Movable Tables (72" x 24") | OFOI |
| (60) Stackable Movable Chairs | OFOI |
| (1) Movable Teaching Desk w/Movable Chair | OFOI |
| (1) Lockable Media Cabinet | OFOI |
| (2) Ceiling Mounted Projectors | OFCI |
| (1) Document Camera | OFOI |
| (1) DVD Player and/or VCR | OFOI |
| Tackable Wall Surface - 8 Linear Feet (min.) | CFCI |
| (1) Wall-Mounted Pencil Sharpener | CFCI |
| Whiteboard AND / OR | |
| SmartBoard Surface - 16 Linear Feet (min.) | CFCI |
| (1) Recessed Drop-Down Motorized Projection Screen - 72" wide (min.) | CFCI |
| (1) Movable Partition Wall (betw. rooms) - See Note 3 | CFCI |

NOTES

- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

NOTES (CONTINUED)

- This space should be located accessible from or adjacent to the main building entry Lobby / Reception Area to limit public accessibility to other parts of the building where children are located.
- Consideration should be given to the utilization of a movable partition wall between Training / Multipurpose Rooms to allow flexibility to increase class size for large events.
- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock. Locate doors within space to minimize congestion and in a manner which will minimize disruption during lecture.
- Wall and ceiling assemblies should minimize sound transmission. Reference "Code and Standards" chapter for recommended STC rating. Speech within space shall be intelligible without amplification.
- View of the projection screen, whiteboard and / or teaching area shall not be obstructed by building structural elements. Projection screen should be located so as not to obstruct information written on the whiteboards. Motorized projection screen may not be required if whiteboard surface is designed to also be utilized as a projection screen. Coordinate with User.
- All lighting shall have motion sensors. Provide 50 to 55 foot-candle (fc) for general illumination; 20fc (min.) for note taking during projection.
- Lighting controls shall be located within close proximity to all entry doors. Controls shall also be either located within close proximity to or controlled from the teaching station. Zone in order to allow proper viewing of projected images and in a manner which allows for light fixtures at / near the projection screen to remain off so as not to impede viewing of images on the screen.
- Classroom teaching equipment (document camera, DVD player, and computer) shall be placed in lockable media cabinet located near the teaching wall.
- Provide (1) 2-port data outlet (min.) at the teaching wall and at the opposite back wall. Building shall be equipped with wireless technology and infrastructure.
- Locate data and electrical outlet at ceiling for projection equipment and at SmartBoard (where utilized). Coordinate outlet with projector and SmartBoard locations.
- Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, special attention should be paid to the possible location of classroom equipment and furniture.
- Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Professional Development Space

LIBRARY / FAMILY RESOURCE ROOM (+ COMPUTER AREA) (PD-02)

ROOM FUNCTION

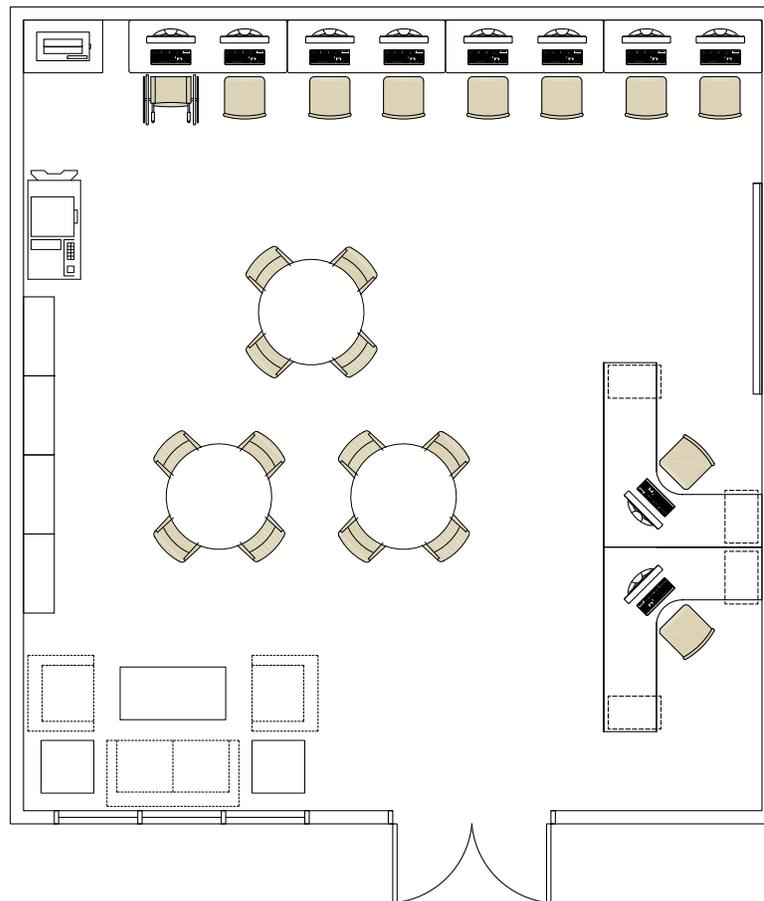
This space will provide an area for parents of children attending the Center and other local community members to have access to both print and electronic resources regarding child-care, rearing, etc. The space may also be utilized by professionals for continuing education and research.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 850 ASF |
| Avg. No. of Occupants | 20 Guests + 2 Staff |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



Technical Requirements

Professional Development Space

LIBRARY / FAMILY RESOURCE ROOM (+ COMPUTER AREA) (PD-02)

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Carpet Tile |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-----------------------------------|
| Power | 110V/20A/1-phase - See Notes 6, 7 |
| Dedicated Circuits | X Stand-by Power |
| Data | See Notes 5 and 7 |
| Other | See Note 6 |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| (4) Standard Movable Tables (72" x 24") | OFOI |
| (3) Standard Movable Tables (4'-0" diameter) | OFOI |
| (20) Standard Movable Chairs | OFOI |
| Lounge Seating | OFOI |
| Tackable Wall Surface - 8 Linear Feet (min.) | CFCI |
| Bookshelves | OFOI |
| (1) Networked Printer and / or Copier | OFOI |
| (2) Standard Modular Desks | OFOI |
| (2) Standard Movable Chairs | OFOI |
| (2) File Cabinets | OFOI |
| (10) Computers and Monitors | OFOI |
| (2) Telephones | OFOI |

NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. This space should be located accessible from or adjacent to the main building entry Lobby / Reception Area to limit public accessibility to other parts of the building where children are located.
3. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock. Locate doors within space to minimize congestion.
4. Provide windows from corridor into space to allow for monitoring of space from corridor.
5. Provide (2) 2-port data outlets (min.) on two perimeter walls. Provide (1) 2-port data outlet and (1) telephone outlet (min.) to workstations; coordinate with workstation locations. Provide data to support (8) computer workstations for visitor use. Building shall be equipped with wireless technology and infrastructure.
6. Verify type of power requirements for specific copy machine and equipment; a dedicated circuit and data port may be required for copier.
7. Provide adequate power to computer workstations to operate equipment; coordinate with workstation locations. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
8. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

Technical Requirements

Professional Development Space

TABLE / CHAIR STORAGE (PD-03)

ROOM FUNCTION

This area will provide storage for furniture, displays and other miscellaneous items related to special events and functions scheduled in the Training/Multipurpose Rooms. Space should be a combination of open floor area and shelving.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

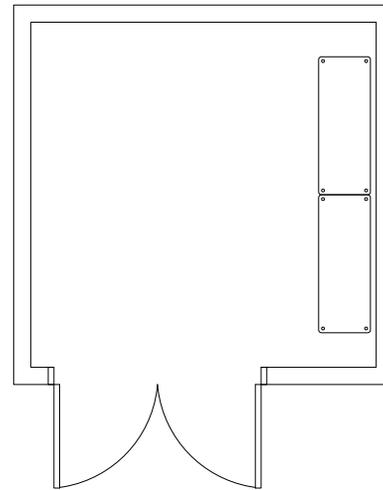
| | |
|---------------------------|------|
| Industrial Metal Shelving | OFOI |
|---------------------------|------|

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located with adjacency to the Training / Multipurpose Room.
3. Entry door to space shall be keyed lock. Access via double doors; each leaf to be min. 3'-0" x 7'-0" to facilitate movement of furniture, displays, equipment or other items stored in this area. Entry door to space shall be provided with keyed lock.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door.
6. This space does not require natural light.

Room Data Sheets

Building Support Functions

Technical Requirements

Building Support Functions

LOBBY / RECEPTION AREA (BS-01)

ROOM FUNCTION

This space will serve as the first point of interaction for the students, faculty and guests visiting the Center. In addition to serving as an information station, the Receptionist housed in this area will serve as a secure, controlled access point for anyone entering the facility.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-----------------------------------|
| Power | 110V/20A/1-phase - See Notes 6, 7 |
| Dedicated Circuits | Stand-by Power |
| Data | See Note 5 and 7 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---|------|
| Lounge Seating | OFOI |
| (1) Built-In Reception Desk (ADA Compliant) | CFCI |
| (1) Standard Rolling Task Chair | OFOI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Ceiling-Mounted Surveillance Cameras | OFCI |

NOTES

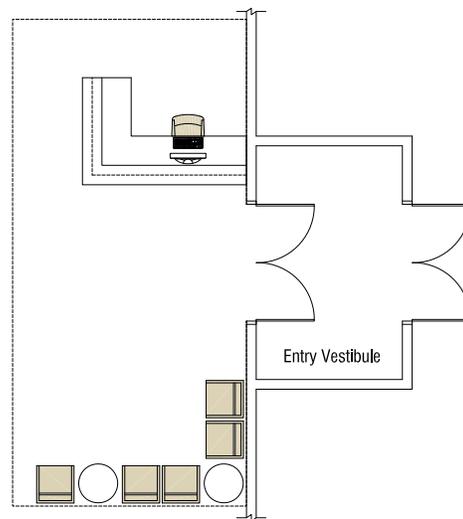
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Provide vestibule at building entry to Lobby to maintain airlock and reduce impact from outside environment. Entry doors to space shall be provided with secure (i.e. key card) access.
- Consideration should be given to the utilization of a glass storefront to increase visibility into this space. Space should be inviting to guests but maintain a professional atmosphere.

ROOM DATA

| | |
|-----------------------|----------------------------------|
| Net Square Feet (ASF) | 300 ASF |
| Avg. No. of Occupants | 1 Staff + Guests (Number Varies) |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Consideration should be given to the upgrade of finishes in this area since it will represent the Center to the public. Finishes should be tasteful, durable and appropriate.
- Provide (2) 2-port data outlets (min.) on two perimeter walls. Provide (1) 2-port data outlet and (1) telephone outlet (min.) to workstation; coordinate with workstation location. Building shall be equipped with wireless technology and infrastructure.
- Provide power and data at location of surveillance cameras. Coordinate number and location with User.
- Provide adequate power to computer workstation to operate equipment; coordinate with workstation location. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
- Provide 50 to 55 fc for general illumination. Lighting controls shall be located in close proximity to the entry door. Provide windows with blinds or shades to control natural light.

CATERED MEAL RECEIVING AND STAGING (BS-02)

ROOM FUNCTION

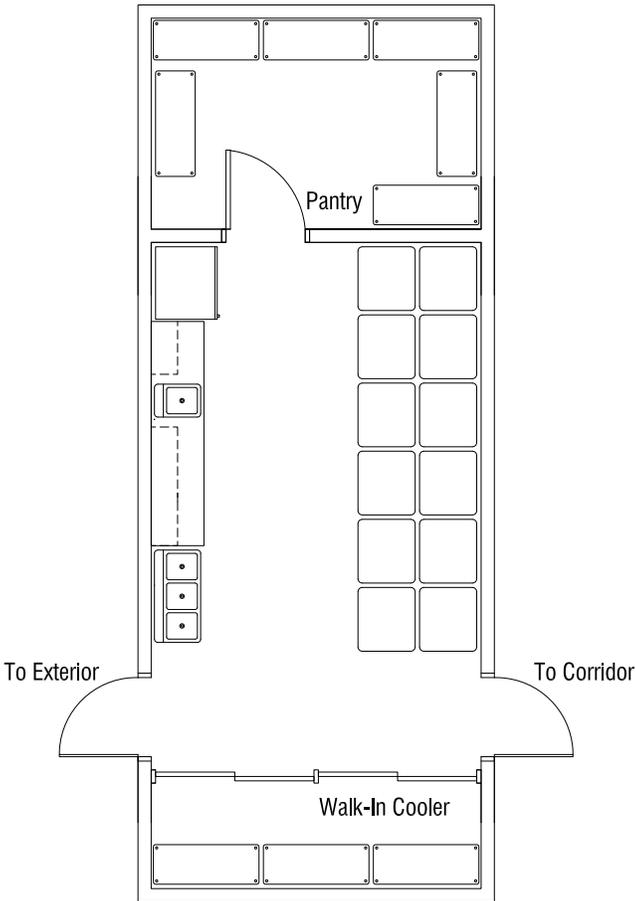
Meals to the Center will be catered and delivered by the caterer to this space where they will be stored and prepped prior to being distributed, on carts, to the individual classrooms. This space will consist of three components: Warming / Prep Area, Walk-In Cooler and Pantry.

ROOM DATA

| | |
|-----------------------|--------------------------------|
| Net Square Feet (ASF) | 400 ASF (Total All Components) |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



Technical Requirements

Building Support Functions

CATERED MEAL RECEIVING AND STAGING - WARMING / PREP AREA (BS-02A)

ROOM FUNCTION

This space will serve as the main food receiving and preparation area for the Center. Up to (2) meals may be served daily to children. An area should be allotted nearby for cart storage until they may be picked up / returned to the catering service.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | X Cold Water (CW) X |
| Other | See Note 4 |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 6 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 5 and 6 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|--|------|
| Built-In Counter Worksurface with Upper and Lower Cabinets and Hand-Washing Sink (Stainless Steel) | CFCI |
| (1) 3-Compartment Sink (Stainless Steel) | CFCI |
| (1) Refrigerator / Freezer w/Ice Maker | OFCI |
| (1) Microwave | OFOI |
| (1) Paper Towel Dispenser (Wall Mounted) | CFCI |
| (1) Soap Dispenser (Wall Mounted) | CFCI |
| Movable Holding Cabinet Storage Area | |
| As Shown: (12) Holding Cabinets (26" x 30" x 70") | |

NOTES

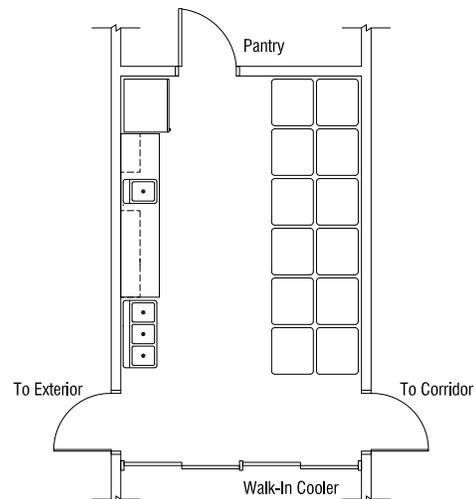
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Space should be located adjacent to the building loading/delivery area. Pantry and Walk-In Cooler should also be located adjacent to and accessible from this space.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 250 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Provide sound attenuation in the walls to keep equipment noise in the room from distracting staff in adjacent workspaces.
- Provide plumbing for hot and cold water to sinks and ice maker at refrigerator/freezer.
- Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
- Provide adequate power to support up to (12) heated holding cabinets (by caterer/outside vendor). Convenience duplex power outlets shall also be provided along the perimeter walls and GFCI outlets at counter at regular intervals, in accordance with Code. When locating power outlets, pay special attention to the possible location of equipment.
- Provide 50 to 55 fc for general illumination. Lighting shall have motion sensors; controls shall be located in close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

CATERED MEAL RECEIVING AND STAGING - WALK-IN COOLER (BS-02B)

ROOM FUNCTION

This space is a component of the Catered Meal and Receiving and Staging. It will provide storage of refrigerated items, mainly individual servings of juice or milk, for inclusion in meals provided to children at the Center.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|------------------|
| Floor | Per Manufacturer |
| Base | Per Manufacturer |
| Walls | Per Manufacturer |
| Ceiling | Per Manufacturer |
| Lighting | Per Manufacturer |

MECHANICAL / PLUMBING

| | |
|----------------------|------------------|
| Temperature/Humidity | Per Manufacturer |
| Air Changes/Hour | Per Manufacturer |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

Self-Contained Package Unit - Verify Requirements with Manufacturer CFCI

Note 1: All shelving finishes to be stainless steel.

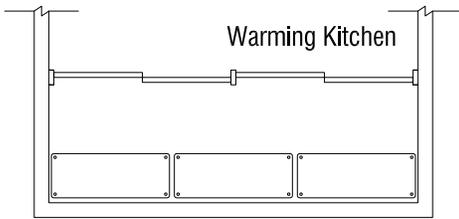
Note 2: If it is deemed to be more economically feasible, as an alternative, the Owner may consider the design of this space as an alcove with several heavy-duty reach-in refrigerators located within it, in lieu of a walk-in cold room. Designer should coordinate with User for final direction on design of this space. Provide adequate power and ventilation to support (3) 52" Two Door Reach-In Refrigerators (stainless steel - OFCI), minimum.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 50 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to and accessible from the Warming / Prep Area of the Catered Meal Receiving and Staging. Entry door to space shall be provided with keyed lock.
3. If necessary, door thresholds shall be installed flush with the floor surface to create an unobstructed path of travel.
4. Verify and confirm equipment needs for ventilation, electrical and plumbing systems with package unit manufacturer.
5. This space does not require natural light.

Technical Requirements

Building Support Functions

CATERED MEAL RECEIVING AND STAGING - PANTRY (BS-02C)

ROOM FUNCTION

This space is a component of the Catered Meal and Receiving and Staging. It will provide storage of dry goods, canned goods, snacks, etc. for inclusion in meals provided to children at the Center.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

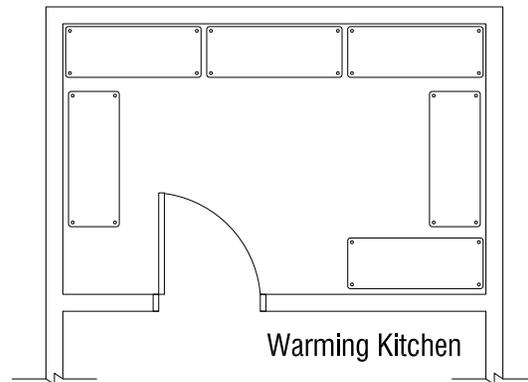
| | |
|---------------------------|------|
| Industrial Metal Shelving | OFOI |
|---------------------------|------|

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to and accessible from the Warming / Prep Area of the Catered Meal Receiving and Staging. Entry door to space shall be provided with keyed lock.
3. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code.
5. This space does not require natural light.

Technical Requirements

Building Support Functions

LAUNDRY (BS-03)

ROOM FUNCTION

This space will provide a laundry facility for the Center to manage linens or soiled children's clothing, as necessary.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | | |
|----------------------|-------------------------------|--------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH | |
| Air Changes/Hour | min. per Code | |
| Hot Water (HW) | X | Cold Water (CW) X |
| Other | | |

ELECTRICAL / COMMUNICATIONS

| | | |
|--------------------|-------------------------------|----------------|
| Power | 110v/20A/1-phase - See Note 5 | |
| | 208v/30A/1-phase at Dryer | |
| Dedicated Circuits | X | Stand-by Power |
| Data | | |
| Other | See Note 6 | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---------------------------------------|------|
| Commercial Washing Machine (Electric) | OFOI |
| Commercial Dryer (Electric) | OFOI |
| Utility Sink | CFCI |
| Built-In Upper Cabinets | CFCI |

NOTES

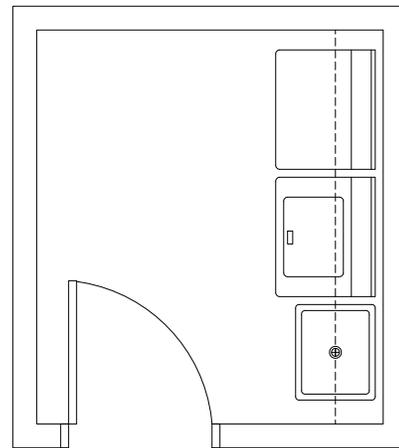
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- Space should be located in proximity to the General Classrooms and co-located with other building support functions.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 60 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
- Provide sound attenuation in the walls to keep equipment noise in the room from distracting staff in adjacent workspaces.
- Provide plumbing for hot and cold water to washing machine and utility sink.
- Provide adequate power to serve equipment in this space. Convenience duplex power outlets shall also be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power outlets, pay special attention to the possible location of equipment.
- Verify type of power requirements for specific electric dryer; a dedicated circuit may be required for dryer.
- Provide 50 to 55 fc for general illumination. Lighting shall have motion sensors; controls shall be located in close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

Technical Requirements

Building Support Functions

JANITOR / FACILITIES PERSONNEL AND BUILDING STORAGE (BS-04)

ROOM FUNCTION

This space will serve as the primary workspace for the janitor and other custodial / facilities staff employed by the Center. In addition, it will provide storage area for building cleaning materials, supplies and equipment.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 4 |
| Dedicated Circuits | Stand-by Power |
| Data | See Notes 3 and 4 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

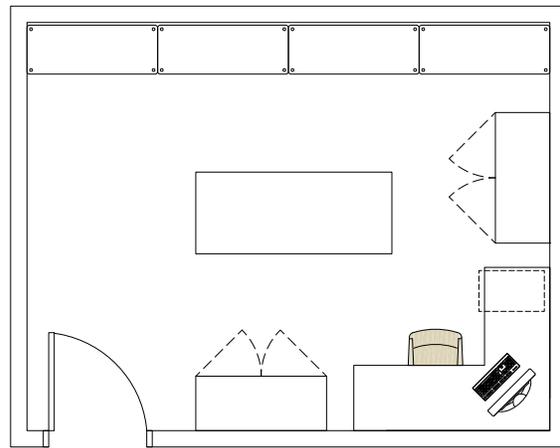
| | |
|--|------|
| (1) Standard Modular Desk | OFOI |
| (1) Standard Movable Chair | OFOI |
| (1) File Cabinet | OFOI |
| Tackable Wall Surface - 4 Linear Feet (min.) | CFCI |
| (1) Computer and Monitor | OFOI |
| (1) Telephone | OFOI |
| Access to Shared Network Printer | OFOI |
| Industrial Metal Shelving | OFOI |
| Movable Worktable (72" x 30") | OFOI |
| Lockable Metal Storage Cabinets (48" x 20") | OFOI |

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 200 ASF |
| Avg. No. of Occupants | 1 |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Provide vision lite in entry door for visual access from the building corridors or adjacent spaces. Entry door to space shall be provided with keyed lock.
3. Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
4. Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, pay special attention to the possible location of equipment and furniture.
5. Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. Natural light into the space is desired. Windows shall be provided with blinds or shades to control natural light.

CLASSROOM SUPPLY / BULK MATERIALS STORAGE (HIGH DENSITY) (BS-05)

ROOM FUNCTION

This space is intended for storage of surplus materials utilized for classroom instruction. Items may include construction paper, paints, glue, etc. A high density storage system shall be installed in this location to maximize capacity of this room.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|--------------------------|
| Floor | Resilient Flooring |
| Base | Rubber |
| Walls | Painted Gypsum Wallboard |
| Ceiling | Acoustical Tile System |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-------------------------------|
| Temperature/Humidity | Variable 68°F to 75°F @ 50%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|-------------------------------|
| Power | 110V/20A/1-phase - See Note 5 |
| Dedicated Circuits | Stand-by Power |
| Data | See Note 4 and 5 |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|-----------------------------|------|
| High Density Storage System | CFCI |
|-----------------------------|------|

***Note:** An outside vendor will be responsible for the installation of FF&E related to this space. Designer shall provide adequate space and infrastructure to support equipment specified for this space. Consult with vendor for specifications related to this space.

NOTES

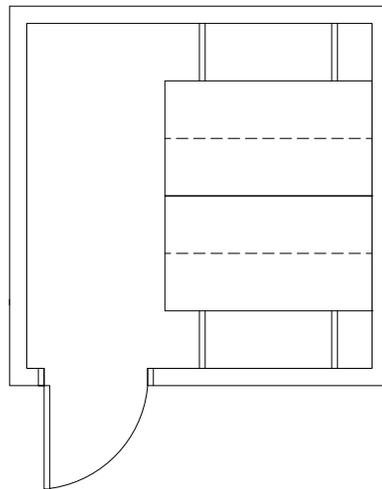
- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 1 (Eastside); 1 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES (CONTINUED)

- Verify that floor structure is adequate to support the high density storage system. Coordinate with manufacturer's specifications.
- Entry door to space shall be provided with secure (i.e. key card) access.
- Provide (2) 2-port data outlets and (1) telephone outlet (min.) on two perimeter walls. Building shall be equipped with wireless technology and infrastructure.
- Convenience duplex power outlets shall be provided along the perimeter walls at regular intervals, in accordance with Code. When locating power and data outlets, special attention should be paid to the possible location of equipment and furniture.
- Provide 50 to 55 footcandle (fc) for general illumination. Lighting shall have motion sensors; controls shall be located within close proximity to the entry door. This space does not require natural light. If applicable, provide windows with blinds or shades to control natural light.

Technical Requirements

Room Data Sheets

Exterior Areas - Children

Technical Requirements

Exterior Areas

OUTDOOR PLAY AREA (EX-01)

ROOM FUNCTION

This space will provide age-appropriate toys and equipment for outdoor physical activity. It is intended that a variety of play-scapes be provided to give children opportunity to develop a variety of different motor skills.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|-------|
| Floor | |
| Base | |
| Walls | |
| Ceiling | |
| Lighting | |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------|
| Temperature/Humidity | |
| Air Changes/Hour | |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|----------------------|
| Power | |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|----------------------------------|------|
| (1) Swing Set for Four | OFCI |
| (1) Modular Playscape with Slide | OFCI |
| Free-Standing Play Panels | OFCI |

Note: Curriculum had not been developed at the time of publication of this report. Actual playscape equipment will be determined based on final curriculum. Equipment included here is developed from local ISD playground equipment requirements and is included for informational purposes only and subject to change.

Reference information included in previous chapter, "Code and Standards," for the types of equipment which is / is not allowed for children aged 4 years old as directed by the Texas Department of Family and Protective Services.

NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 1,600 ASF |
| Avg. No. of Occupants | 20 + 2 Instructors |
| No. of Spaces by Type | 7 (Eastside); 7 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.

For informational purposes, standards and playground configurations approved by the Northside Independent School District have been included in the Appendix of this document.

NOTES (CONTINUED)

2. Space should be located adjacent to and accessible from the General Classrooms to the greatest extent possible.
3. Playground designs and equipment shall adhere to the current Handbook for Public Playground Safety, U. S. Consumer Product Safety Commission, Publication No. 325, the Consumer Product Safety Improvement Act, (CPSIA 2008), ASTM's F1292-04, F1951-09B and F2075- 04e1, Texas Department of Family and Protective Services Minimum Standards for Child-Care Centers and the Texas Accessibility Standards.
4. Securely anchor all equipment according to manufacturer specifications to prevent collapsing, tipping, sliding, moving or overturning.
5. Provide proper use zone and surfacing materials under and around a piece of equipment.
6. Provide area (i.e. concrete sidewalk) on which children may draw with chalk.
7. Provide a covered or shaded area, through the utilization of awnings, roof overhangs, or other methods to provide children with shelter from the sun.

OUTDOOR STORAGE (EX-02)

ROOM FUNCTION

This space will provide storage for toys and equipment intended for outdoor use. This space should be centrally located to the Outdoor Play Areas which it supports. This is a purely utilitarian space.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|-------------------|
| Floor | Concrete |
| Base | None |
| Walls | Masonry |
| Ceiling | Exposed Structure |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------|
| Temperature/Humidity | |
| Air Changes/Hour | |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|----------------|
| Power | |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|---------------------------|------|
| Industrial Metal Shelving | OFOI |
|---------------------------|------|

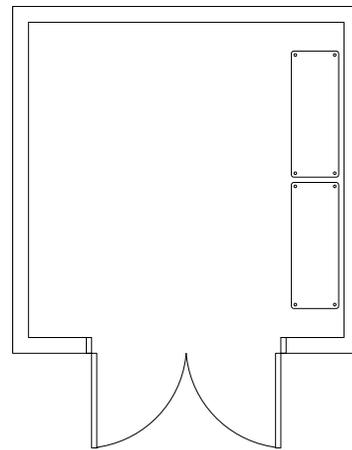
Note: Curriculum had not been developed at the time of publication of this report. Actual equipment storage requirements will be determined based on final curriculum. Types of play equipment which might be stored in this area are intended for outside use and will include, but not be limited to, tricycles, wagons, etc.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 2 (Eastside); 2 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.



NOTES

1. Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
2. Space should be located adjacent to and accessible from the Outdoor Play Areas.
3. Provide double door entry or oversized door to facilitate movement of equipment to / from this space.
4. This space does not require natural light.

Technical Requirements

Room Data Sheets

Non-Assignable Spaces

Technical Requirements

Non-Assignable Spaces

Technical Requirements of Non-Assignable Spaces

Given the particular functional needs of the Pre-K 4 SA Early Childhood Centers, the following design considerations should be incorporated into the non-assignable spaces noted below. City of San Antonio Standards shall be reviewed for detailed information concerning these spaces.

1. Housekeeping / Custodial Closets shall be of sufficient size for a slop sink, mop hanger, shelving for cleaning supplies, buckets, vacuums, etc. Provide two closets (min.). One closet should be located in both the public areas and classroom area. This will enhance the security of the children within the instructional area while allowing custodial access to equipment and cleaning supplies without the need to transfer items between the general, public areas and secure (ie. card reader access) zones during cleaning/maintenance activities.
2. Data / Telephone Closets shall be designed according to City of San Antonio ITSD Standards, with sufficient condition air over a 24-hour period of operation. MDF and/or IDF rooms shall be provided and sized according to the ITSD Cabling Standards.
3. Provide mechanical space(s) sized appropriately for air handlers, pumps, piping, etc. Also provide separate closet(s) for electrical panels and other necessary electrical equipment. Provide chases as needed.
4. Provide a Loading / Service Area (van-height, minimum) for loading and delivery. This area should have adequate space to accommodate the maneuvering of trucks and dumpsters and shall be screened from view. Provide an area for two dumpsters, minimum (trash and recycling).

MDF / IDF CLOSET

ROOM FUNCTION

This is a dedicated space which provides a controlled environment to house telecommunications equipment and connecting hardware and should be located as close to the center of the building as possible.

TECHNICAL REQUIREMENTS

ARCHITECTURAL

| | |
|----------|------------------------------------|
| Floor | Sealed Concrete |
| Base | Rubber |
| Walls | Exposed Structure - See Notes 2, 3 |
| Ceiling | Exposed Structure - See Note 3 |
| Lighting | Fluorescent |

MECHANICAL / PLUMBING

| | |
|----------------------|-----------------------------------|
| Temperature/Humidity | Variable 55°F to 78°F @ 14 -45%RH |
| Air Changes/Hour | min. per Code |
| Hot Water (HW) | Cold Water (CW) |
| Other | |

ELECTRICAL / COMMUNICATIONS

| | |
|--------------------|----------------|
| Power | See Note 6 |
| Dedicated Circuits | Stand-by Power |
| Data | |
| Other | |

FURNISHINGS, FIXTURES & EQUIPMENT

| | |
|----------------------|------|
| Equipment Cabinet(s) | CFCI |
|----------------------|------|

NOTES

- Reference "Code and Standards" chapter for information regarding additional design requirements of this space which may not be listed here.
- One wall shall be completely covered in 3/4" fire rated plywood. Plywood shall be installed so that stamps are always visible for inspection and shall never be painted.
- Ceiling shall be 9'-0" AFF. Walls and ceiling finishes shall be treated to eliminate dust. Finishes shall be light in color to enhance room lighting.

ROOM DATA

| | |
|-----------------------|----------------------------|
| Net Square Feet (ASF) | 100 ASF |
| Avg. No. of Occupants | N/A |
| No. of Spaces by Type | 2 (Eastside); 2 (Westside) |

SAMPLE ROOM LAYOUT

This diagram is included as a planning tool to ensure that the space will function as the users require within the assigned square feet. It is not intended to dictate the final design or configuration of the space.

Reference the City of San Antonio "Cabling Standards" prepared by the Information Technology Services Department for the specific requirements of this space type. ITSD should be contacted during the design phase to determine final room design, layout and location.

NOTES (CONTINUED)

- Lighting shall not be placed directly over cable trays.
- Temperature shall be maintained between 55 degrees Fahrenheit and 78 degrees Fahrenheit. Relative humidity shall be between 14 percent and 45 percent.
- Locate two (2) dedicated 120 VAC 60 Hz outlets protected by 20 A circuit breaker directly on the cable tray above the equipment cabinet. In addition, install one (1) dedicated 120 VAC 60 Hz outlets protected by 20 A circuit breaker on the plywood covered wall for service providers approximately 18 inches AFF. Aluminum cable sheath, racks, cable trays and shelving shall be grounded per ITSD standards.
- Provide minimum 48 inches clearance between the front, rear or side of an equipped rack and a wall with communicating components on it. There shall be a minimum 36 inches clearance between the front, rear or side of an equipped rack and a blank wall.
- All wall-mounted cabinets shall be installed so that the top of the cabinet is 72 inches AFF.

Technical Requirements

Site Studies

5

Introduction

AT THE TIME OF PUBLICATION of this report, the proposed site locations for the new Eastside and Westside Pre-K 4 SA Early Childhood Centers had not been determined.

Design team shall reference the “Code and Standards” chapter of this document for information specific to the building and landscape design regulations or requirements.

Programming Estimate

6

Programming Estimate

AT THE TIME OF PUBLICATION of this document, a total project budget for the construction and finish-out of both the Eastside and Westside centers was not available. It is the intention that the facilities will be constructed by a developer and leased to the City. The allocated budget will be utilized for tenant fit-out. The budget will continue to be reviewed regularly during the design and construction phases to determine necessary adjustments.

A 1/8-cent sales tax was approved by the citizens of San Antonio in November 2012. This sales tax increase has been proposed to generate an estimated \$29 million annually towards the construction, operation and maintenance of the early childhood centers. The cost of this investment is estimated to be \$7.79 annually per median San Antonio household. In addition, the facilities may be eligible to receive matching state pre-Kindergarten dollars estimated at between \$10 million and \$11 million annually.

Programming Estimate

Preliminary Project Schedule

7

Introduction

THE EASTSIDE AND WESTSIDE CENTERS will be constructed by a developer then leased back to the City. Therefore, the schedule will be developer-driven with a substantial completion by July 2014.

The schedule is preliminary and will be adjusted as the project moves further through the design phase and as the construction drawings are developed. Items which may affect schedule include funding, permitting, construction document quality, contractor bids, contractor quality, and weather:

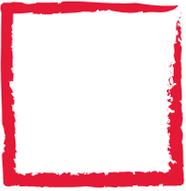
- **Availability of materials:** Now that Texas and U.S. economies are part of the global economy, major movement in demand on a global basis can impact the availability of materials here. This factor will also impact the cost of materials. National swings in supply and demand will also continue to influence material availability.
- **Availability of labor:** Stagnant economies, such as we are experiencing at this writing, are generally unfavorable, but often have the effect of keeping subcontractors less busy, which can have a positive impact on the schedule.
- **Weather:** Contractors normally calculate a reasonable amount of bad weather days in their schedules, but unusually wet or otherwise inclement weather can negatively impact the schedule. The best way to keep a project on schedule is to diligently manage those items that can be controlled. These include selecting the highest quality contractors and sub-contractors available, producing a clear, concise, well-coordinated set of construction documents, diligently preparing for and pursuing approvals, encouraging communication among all parties on the project, and monitoring construction progress.

Preliminary Project Schedule

Introduction

THE APPENDIX FOR THIS DOCUMENT is available under separate cover by request. Items included in the Appendix and referenced in this document include the following:

- A. Meeting Minutes
- B. SA2020 Brainpower Initiative Task Force
- C. City of San Antonio Standards for Office Space, Furniture and Equipment
- D. Synopsis of the Head Start Center Design Guidelines
- E. Northside Independent School District Playground Development Guidelines
- F. LEED Checklists
- G. Mold and Moisture Prevention References
- H. City Green Building Policy Ordinances
- I. City of San Antonio Cabling Standards (ITSD)



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