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Description of document: Office of Personnel Management (OPM) Requirements Study of Relocation for Boyer's Mine facility in Boyer, PA (a giant underground records center), 2022

Requested date: 19-April-2025

Release date: 25-September-2025

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Source of document: FOIA Request
Office of Personnel Management
FOIA Requester Service Center, Room 5H27
1900 E Street NW
Washington, DC 20415-7900
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[Public Access Link \(PAL\)](#)
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UNITED STATES OFFICE OF PERSONNEL MANAGEMENT

Washington, DC 20415

September 24, 2025

Via Electronic Mail

Re: Final Response to Freedom of Information Act (FOIA) Request No. 25-OPM-0016-R

On April 19, 2023, you submitted a FOIA request to the General Services Administration (GSA). On August 19, 2025, the GSA referred responsive records to the Office of Personnel Management (OPM) for our review and direct response to you because the records contain information that originated with or is of interest to OPM. This is OPM's final response to this matter that was assigned tracking number 25-OPM-0016-R. You requested the following from GSA:

"The Requirements Study of relocation from Boyer's Mine, Boyer, Pennsylvania, conducted in 2022 by AECOM Technology Corporation (URS Group) under Contract award GSP031 SAZ7115 (PA 12) under GS03P1 SD0082."

Your request was processed under the FOIA, 5 U.S.C. § 552. Responsive records were located by GSA. OPM has determined to partially withhold the records pursuant to the FOIA Exemption(s) marked below. Redactions have been placed on the withheld information to indicate the exemption(s) applied.

- ☐ **Exemption 2:** Information related solely to the internal personnel rules and practices of an agency.
- ☐ **Exemption 3:** Information that is prohibited from disclosure by another federal law.
- ☒ **Exemption 4:** Trade secrets or commercial or financial information that is confidential or privileged.
- ☒ **Exemption 5:** Privileged communications within or between agencies, including those protected by the:

X *Deliberative Process Privilege:* The deliberative process privilege protects the decision-making process of government agencies to encourage the frank exchange of ideas on policy matters, protect against the premature disclosure of proposed policies before they are actually adopted, and protect against public confusion that might result from disclosure of reasons and rationales that were not ultimately the grounds for an agency's action. Information must be both predecisional and deliberative. Here, the withheld information is predecisional because it is antecedent to the adoption of an

agency policy. It is also deliberative because it reflects the give-and-take of the consultative process

☐ ***Attorney-Work Product Privilege:*** As incorporated into Exemption 5, the attorney work-product privilege protects from disclosure any materials prepared by or for a party or its representative in anticipation of litigation or for trial. The privilege extends to administrative and judicial proceedings.

☐ ***Attorney-Client Privilege:*** The attorney-client privilege protects confidential communications between an attorney and his client relating to a legal matter for which the client has sought professional advice and is not limited to the context of litigation. This privilege also encompasses any opinions given by an attorney to his/her client based upon, and thus reflecting, those facts, as well as communications between attorneys that reflect confidential client-supplied information.

☐ **Exemption 6:** Information that, if disclosed, would invade another individual's personal privacy.

X Exemption 7: Information compiled for law enforcement purposes that:

- ☐ **7(A):** Could reasonably be expected to interfere with enforcement proceedings
- ☐ **7(B):** Would deprive a person of a right to a fair trial or an impartial adjudication
- ☐ **7(C):** Could reasonably be expected to constitute an unwarranted invasion of personal privacy
- ☐ **7(D):** Could reasonably be expected to disclose the identity of a confidential source
- ☐ **7(E):** Would disclose techniques and procedures for law enforcement investigations or prosecutions, or would disclose guidelines for law enforcement investigations or prosecutions if such disclosure could reasonably be expected to risk circumvention of the law
- X 7(F):** Could reasonably be expected to endanger the life or physical safety of any individual

Further, OPM considered the FOIA's foreseeable harm standard under 5 U.S.C. § 552(a)(8)(A)(i)(I) and determined that disclosure would harm an interest protected by the exemptions applied.

If you are not satisfied with OPM's determination in response to this request, you may administratively appeal in writing by email to OGCAtty@opm.gov or by mail to:

U.S. Office of Personnel Management
Office of the General Counsel

25-OPM-0016-R

1900 E Street, N.W.
Washington, D.C. 20415

An appeal should include a copy of the initial request, a copy of the letter denying the request, and a statement explaining why you believe the denying official erred. Appeals must be electronically transmitted or postmarked within 90 calendar days of the date of this letter. It is recommended that FOIA administrative appeals be submitted via email to avoid processing delays.

Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. You may contact OGIS by email at ogis@nara.gov; telephone at 202-741-5770; toll free at 1-877-684-6448; or mail at:

Office of Government Information Services
National Archives and Records Administration
8601 Adelphi Road-OGIS
College Park, Maryland 20740-6001

You may also contact me at Camille.Aponte-Rossini@opm.gov or 202-606-1153.

Sincerely,

Camille Aponte-Rossini
FOIA Manager
U.S. Office of Personnel Management

Enclosure

Office of Personnel Management (OPM) & Defense Counterintelligence and Security Agency (DCSA)

Lease-Construct Program of Requirements (POR)

OPM / DCSA

Boyers, PA
January 31, 2020



- 1. Executive Summary**
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 - 1.2 Program of Requirements Summary
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 - 1.4 Responsibility Matrix and Funding Sources
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 - 9.1 Tenant Improvement Cost Estimate
 - 9.2 DCSA Staffing Composition
 - 9.3 DCSA Mailroom Facility Outline

1 EXECUTIVE SUMMARY

1.1 Introduction and Project Background

The General Services Administration (GSA) (b)(5)-DPP

to be occupied by the Office of Personnel Management (OPM) and The Defense Counterintelligence and Security Agency (DCSA). It shall be located in the vicinity of Boyers, PA, including portions of Butler, Lawrence, and Beaver Counties. The facility shall meet the space program, performance criteria, and quality expectations stipulated in the contract documents.

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OPM tenants of the new facility include Retirement Services (RS), Office of the Chief Information Officer (OCIO) including a small data center, Facility Security & Emergency Management (FSEM), Human Resources (HR), and records storage for these departments. The Records Storage Warehouse shall comply with 36 *Code of Federal Regulations (CFR) 1234, FACILITY STANDARDS FOR RECORDS STORAGE FACILITIES*, and maintain files in the appropriate environmentally-conditioned, fire protected, secure facility. All work shall be in accordance with, but not limited to, International Building Code (IBC) requirements and National Archives and Records Administration (NARA) standards. DCSA tenants include Field Operations, FIRE, Quality Oversight, Customer Service, ITMO; Policy, Strategy & Business; Contracting & Business Solutions, Finance & Performance, Integrity Assurance, Executive Secretariat, Security & Facility Services, Human Resources and Support Contractors.

The lease-construct scope of work includes all labor and materials required to provide architectural, engineering, construction, and other related services necessary to design and to construct a facility that is compliant for U.S. Federal Buildings, that includes applicable codes. Related services include, but are not limited to, site planning, soil borings, utility relocation & connections, environmental mitigations, permitting, testing and inspection during construction, commissioning, and geotechnical analysis of the site.

1.2 Program of Requirements Summary

The Program of Requirements (POR) was developed

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Each program provides unique components and dedicated support spaces per division. See Section 5 Program of Requirements for detailed programs.

1.3 Typical Workspace Development

The Government desires a work environment that is appropriate, flexible and timeless. The following information necessary for a successful design is provided in *Typical Workspace Development*:

- Space Planning Goals and Guidelines
- Typicals for private offices, workstations and office support spaces
- Descriptions of unique components
- Architectural and engineering requirements

The components for design included in private offices, workstations, and office support spaces are depicted as typicals. Each typical's floor plan is shown with appropriate furniture, fixtures and equipment (FF&E) and assigned a corresponding room data sheet. Descriptions of how the unique components operate are included on each room data sheet provided in *Typical Workspace Development*.

1.4 Responsibility Matrix

The Responsibility Matrix and Funding Sources defines the responsibilities of the Government and Lessor regarding FF&E, telecommunications systems, audio-visual equipment, security equipment, as well as which building component costs shall be provided under the Lessor's "shell" costs and which shall be funded from the Tenant Improvement (TI) or Building Specific Amortized Capital (BSAC) allowances. An estimate is provided within this report for the Tenant Improvement (TI) costs only.

Table 1-1: Program of Requirements Summary

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2 INTRODUCTION

2.1 Program Scope

The General Services Administration (GSA) (b)(5)-DPP

[REDACTED] and located in the vicinity of Boyers, PA, including portions of Butler, Lawrence, and Beaver Counties. The facilities shall meet the space program, performance criteria, and quality expectations stipulated in the contract documents.

OPM and DCSA are currently located in a General Services Administration (GSA) managed office and storage facility housed in an underground former limestone mine, approximately 60 miles north of Pittsburgh, PA, and operated by Iron Mountain. It is a multi-tenant facility housing both commercial and federal agency tenants. The existing conditions do not meet the GSA's current standard lease, ABBAS, NFPA 101, or PBS-P100 requirements and are not ideal for long-term housing requirements for personnel.

OPM tenants of the new facility include Retirement Services (RS), Human Resources (HR), Office of the Chief Information Officer (OCIO) including a small data center, Facilities, Security & Emergency Management (FSEM) and records storage. The building, and specifically OPM-RS Records Storage Warehouse, shall comply with 36 Code of Federal Regulations (CFR) 1234, FACILITY STANDARDS FOR RECORDS STORAGE FACILITIES. The Warehouse shall maintain files in the appropriate environmentally-conditioned, fire protected, secure facility. All work shall be in accordance with, but not limited to, International Building Code requirements and National Archives and Records Administration (NARA) standards.

DCSA tenants include Field Operations, FIRE, Quality Oversight, Customer Service, ITMO; Policy, Strategy & Business; Contracting & Business Solutions, Finance & Performance, Integrity Assurance, Executive Secretariat, Security & Facility Services, Human Resources and Support Contractors.

The programs were developed from

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2.1 Program Scope Continued

2.1.1 OPM Investigation

AECOM conducted

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2.1.2 DCSA Investigation

AECOM conducted

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2.2 Facility Goals and Objectives

2.2.1 GSA Design Excellence Program

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After Lease award, the Lessor's Architects, Engineers, and Construction Management Team shall participate in a Technical Design Review of the design with Government representatives to collaboratively develop a final design and balance the following objectives:

- Provide an efficient working environment that can accommodate ongoing technological innovation and allow for a technologically state-of-the-art work place throughout the building's useful life;
- Provide design, construction, and ongoing operational services that minimize the impact on the environment and the utilization of energy and other scarce and non-renewable resources;
- Provide an innovative design that appropriately expresses the Federal Government's purpose and identity – a facility that reflects the dignity, enterprise, vigor, and stability of the Federal Government, emphasizing designs that embody the finest contemporary architectural innovations while avoiding an official style;
- Provide a design that exemplifies accessibility within the context of a public / private sector project;
- Provide an efficient and economical construction process and procedures that enforces and improves the design goals; and
- Deliver the building on-time and on-budget and within prevailing market rates for this type of facility.

2.2.2 High-Performance Workspace

The facilities shall be designed for optimizing OPM and DCSA operations in a state-of-the-art Class A facility that will reinforce their missions as well as provide enhanced satisfaction and performance by their staff.

2.2.3 Building Image

The building in which the premises are located shall be designed, built, and maintained in good condition and in accordance with the Lease requirements. The building shall be compatible with its surroundings. Overall, the Building shall project a professional and aesthetically pleasing appearance including an attractive front and entrance way.

During the life of the Lease, the building shall project a professional and aesthetically pleasing appearance including an attractive front and entrance way. The facade, downspouts, roof trim, and window casing shall be clean and in good condition.

2.2.4 Codes and Regulations

The workspace design and construction shall conform to the current edition of applicable codes and regulations.

2.2.5 Accessibility

The Lessor will design the project to afford full accessibility by disabled persons without having to add separate or special facilities except where specific exclusions from this requirement are provided in applicable standards and criteria documents. The building will be accessible to persons with disabilities in accordance with the Architectural Barriers Act Accessibility Standard (ABAAS). To the extent the standard referenced in the preceding sentence conflicts with local accessibility requirements, the more stringent will apply.

2.2 Facility Goals and Objectives Continued

2.2.6 Energy and Sustainability

The Lessor shall use an integrated design process to establish performance goals for sustainable design principles and develop a plan to ensure implementation of high-performance green building goals and a LEED Silver certification throughout the project. The building is to be designed to minimize the amount of energy needed to operate the completed building.

To comply with the 2005 Energy Policy Act (EPAAct), the predicted energy consumption of the proposed design must be at least 30% better than a baseline building. To meet the fossil fuel reduction requirements mandated by the Energy Independence and Security Act of 2007 (EISA), the site energy use of the proposed design must not be greater than 47 kBtu/gsf/yr (thousand British Thermal Units per gross square foot per year).

2.2.7 NARA Requirements

The project shall comply with NARA Standards. The Government will coordinate with NARA for the review process where deemed necessary. The Lessor shall assist the Government by providing presentation materials and design packages, participate in presentations and meetings with NARA, and facilitate the review process.

2.2.8 Physical Security

The Lessor will design the facility and site to meet the requirements established for each Agency. If the programs are separated, then OPM will require an ISC FSL Level III building and DCSA will require an ISC FSL Level IV building. If the agencies are co-located, then the building will be required to meet ISC FSL Level IV.

2.3 Applicable Codes

PRIMARY CODES AND STANDARDS			
Code Body	CODE	DATE	NAME
ICC	IBC	2018	International Building Code
	IPC	2018	International Plumbing Code
	IMC	2018	International Mechanical Code
	IFC	2018	International Fire Code
NFPA	10	2018	Standard for Portable Fire Extinguishers
	13	2016	Standard for the Installation of Sprinkler Systems
	14	2016	Standard for the Installation of Standpipe and Hose Systems
	20	2016	Standard for the Installation of Stationary Pumps for Fire Protection
	70	2017	National Electrical Code (NEC)
	72	2016	National Fire Alarm and Signaling Code
	101	2018	Life Safety Code (NFPA egress requirements supersede IBC)
ASHRAE	90.1	2016	Energy Standards for Buildings
	62.1	2016	Standards for Ventilation and Air Quality
	55	2017	Thermal Environmental Conditions for Human Occupancy
ABAAS	-	2015	Americans with Disabilities Act Accessibility Guidelines
NARA	-	2017	National Archives and Records Administration
ISC	-	2013	Provided by GSA
IEEE	802.3af	2003	2-Pair Power over Ethernet (PoE) – Type 1 Devices
	802.3at	2009	Power over Ethernet Plus (PoE+) – Type 2 Devices
	802.3bt	2016	4-Pair Power over Ethernet (4PPoE) – Type 3 Devices
BICSI	TDMM	2014	Telecommunications Distribution Methods Manual, 13th Edition
ICD	705	2017	Standard for SCIF Construction and Management

3 SITE STRATEGY

3.1 Site Overview

The site location of the new building(s) shall be selected in accordance with the following requirements and the criteria listed in section 3.5.

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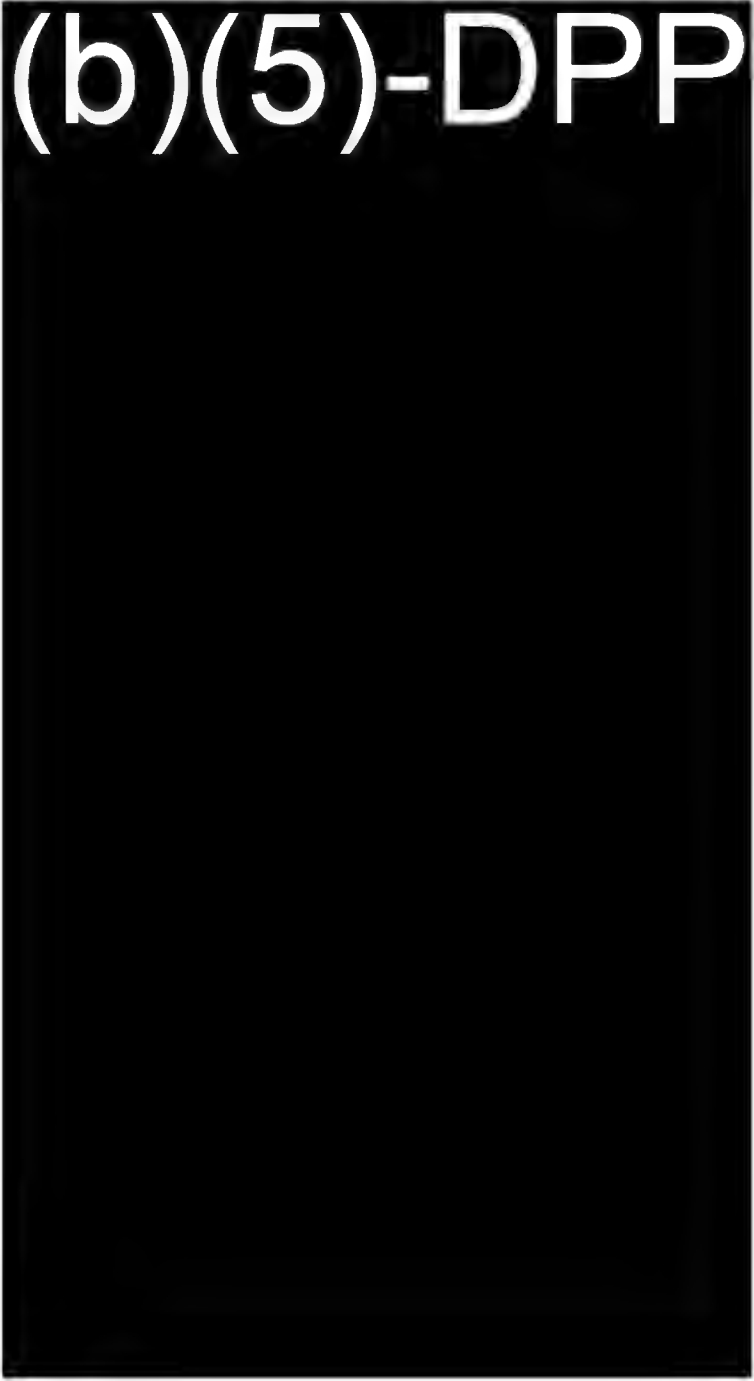
3.2 Parking and Site Access

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3.3 Site Security

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3.4 Stormwater and Site Utilities

The site development will require a substantial amount of space be dedicated for stormwater conveyance and treatment. The following are a list of guidelines that should be applied when considering the space allocation.

The project design must comply with all federal, state, and local stormwater laws and regulations, including regulations at 25 PA. Code Chapter 93 to protect, maintain, reclaim, and restore the existing and designated uses of the waters of the commonwealth. The design must also comply with Section 438, EISA 2007 in that the pre-development hydrology must be maintained. Note: the pre-development hydrology refers to the natural state of the site prior to any development.

The stormwater design should manage accelerated runoff and erosion and sedimentation problems close to their source, by regulating activities that cause these problems. The natural drainage system should be maintained to the maximum extent practicable.

To the degree possible, groundwater recharge should be maintained in order to prevent degradation of surface and groundwater quality, and to otherwise protect water resources.

For all temporary and permanent stormwater management, a proper operations and maintenance plan should be prepared and implemented.

The project must meet the following Stormwater Runoff Volume Controls: there should be no increase in the post-development total runoff volume when compared to the pre-development runoff volume for the 2-yr / 24-hr storm event.

The project must meet the following Stormwater Runoff Rate Controls: Post-Development discharge rates shall not exceed the pre-development discharge rates for the 1-yr through 100-yr storms.

In addition to stormwater, the site should provide, whether existing or new, connections to the following utilities:

- Domestic Water & Fire
- Gas
- Electric
- Telecommunications
- Sanitary

3.5 Open Space, Pedestrian Circulation, and Landscaping

In addition to the space allocated for parking and vehicular site access, it will be required that the site allow for open space, pedestrian circulation network, and landscaping.

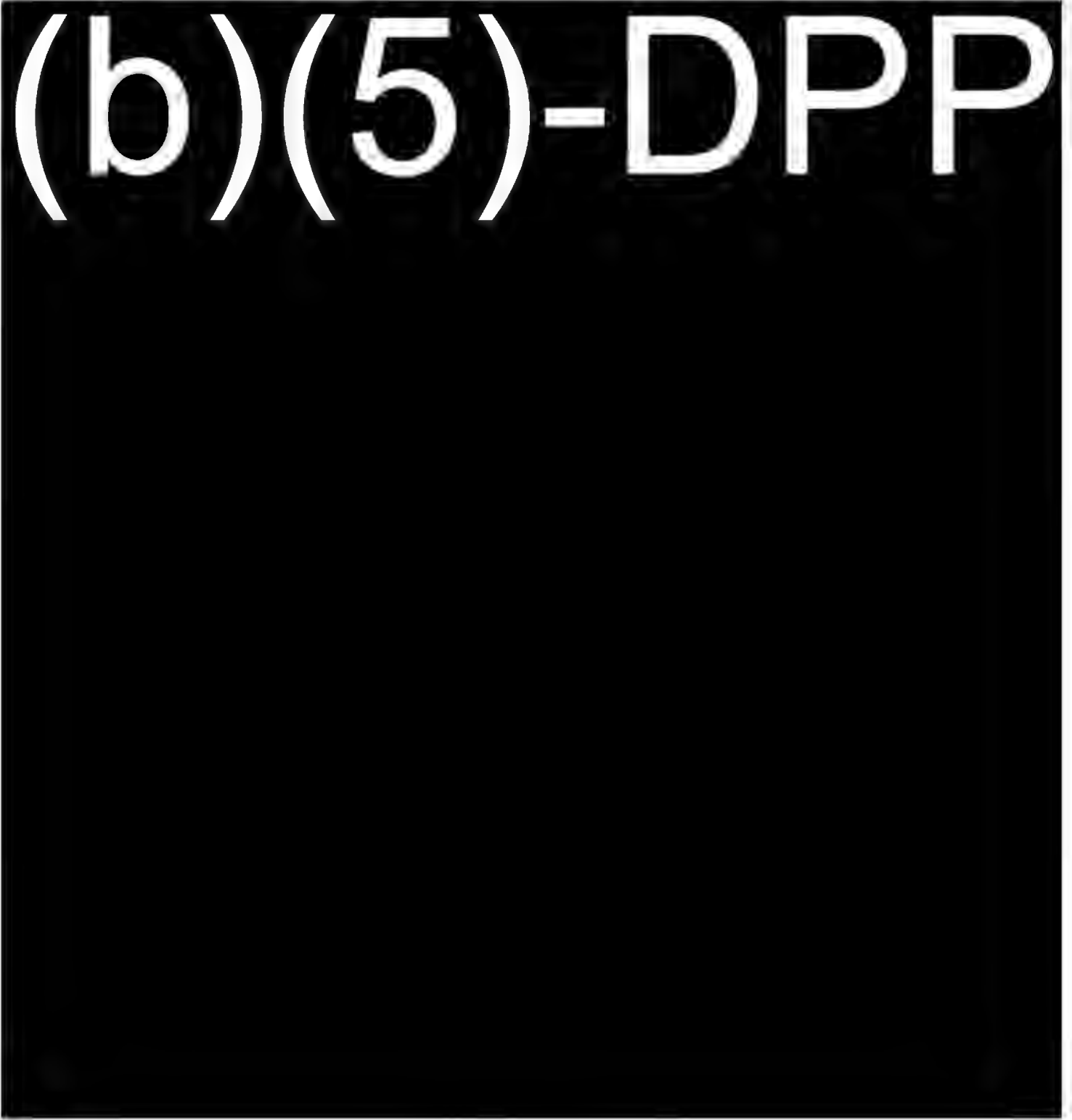
All of the above space allowances must, at a minimum, meet the local zoning code and ordinances. It is assumed that a minimum of 20% open space will be required on the site. This open space can be comprised of pedestrian walkways, setbacks, or conservation areas.

The site shall provide dedicated ADA accessible pedestrian connections to and through the park.

All non-paved areas within the site shall be landscaped and it should be assumed that all parking areas shall have a tree-planted buffer along their exterior and a landscaped buffer shall be provided along the entirety of the properties boundaries.

3.6 Site Selection Framework

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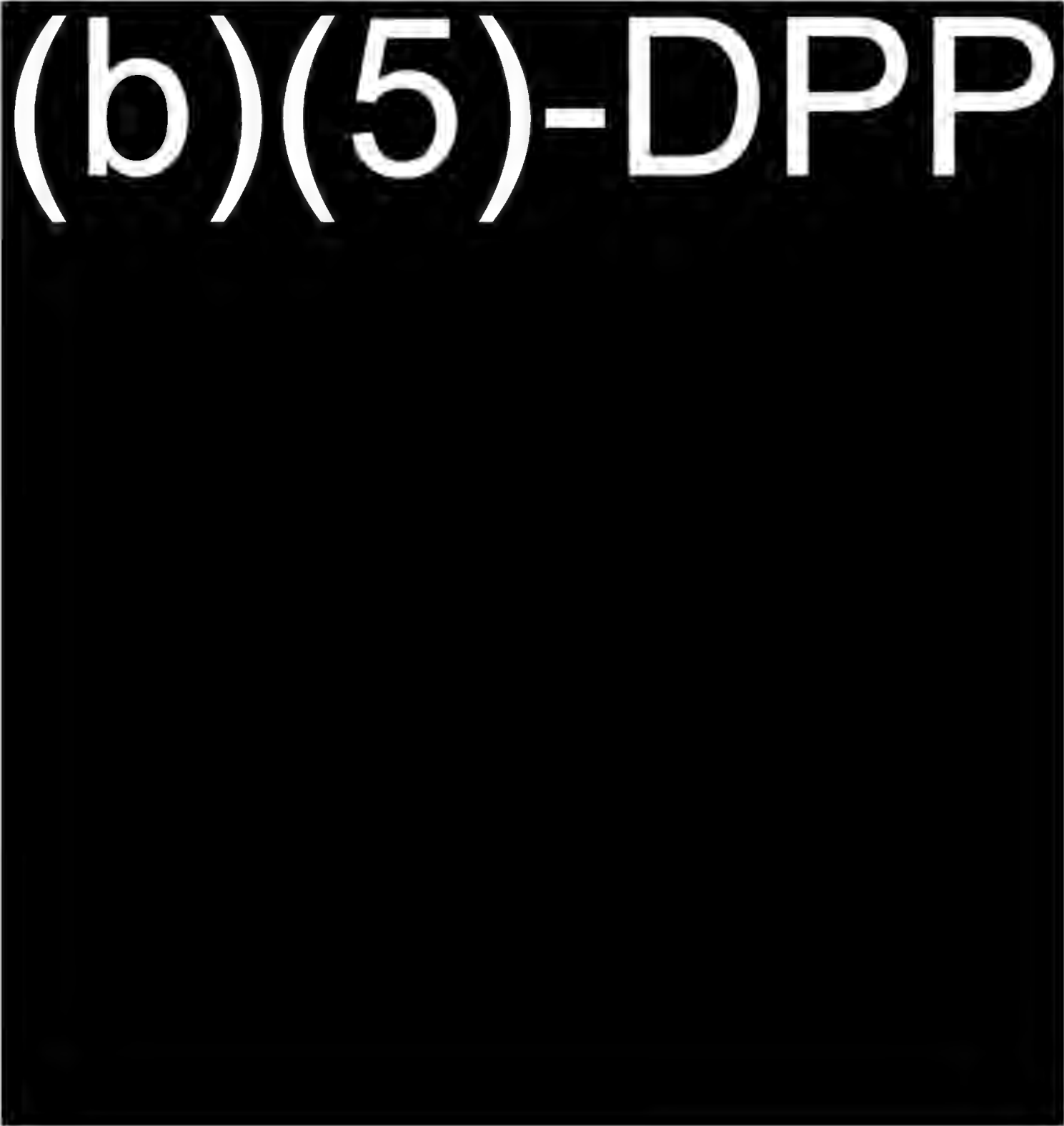


3.6 Site Selection Framework

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3.6 Site Selection Framework

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3.6 Site Selection Framework

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3.6 Site Selection Framework

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3.6 Site Selection Framework

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4 PART A: OPM PROGRAM OF REQUIREMENTS

4.1 Organization and Functions

OPM Mission

OPM's divisions, offices, and their employees implement the programs and deliver the services that enable the agency to meet its strategic goals. OPM works in several broad categories to lead and serve the Federal Government in enterprise human resource management by delivering policies and services to achieve a trusted effective civilian workforce.

Human Resources

Human Resources (HR) provides human resources and assists OPM in achieving their missions by partnering with them to develop leaders, attract and build high quality public sector workforce, and transform agencies to high performing organizations.

Retirement Services

Retirement Services (RS) is responsible for the Government-wide administration of retirement benefits and services for Federal employees, retirees, and their families. They are also responsible for administering the Civil Service Retirement System (CSRS) and the Federal Employee Retirement System (FERS), serving 2.5 million Federal retirees and survivors who receive monthly annuity payments.

Facilities Security & Emergency Management

Facilities, Security & Emergency Management (FSEM) manages a broad array of OPM's key day-to-day operational programs.

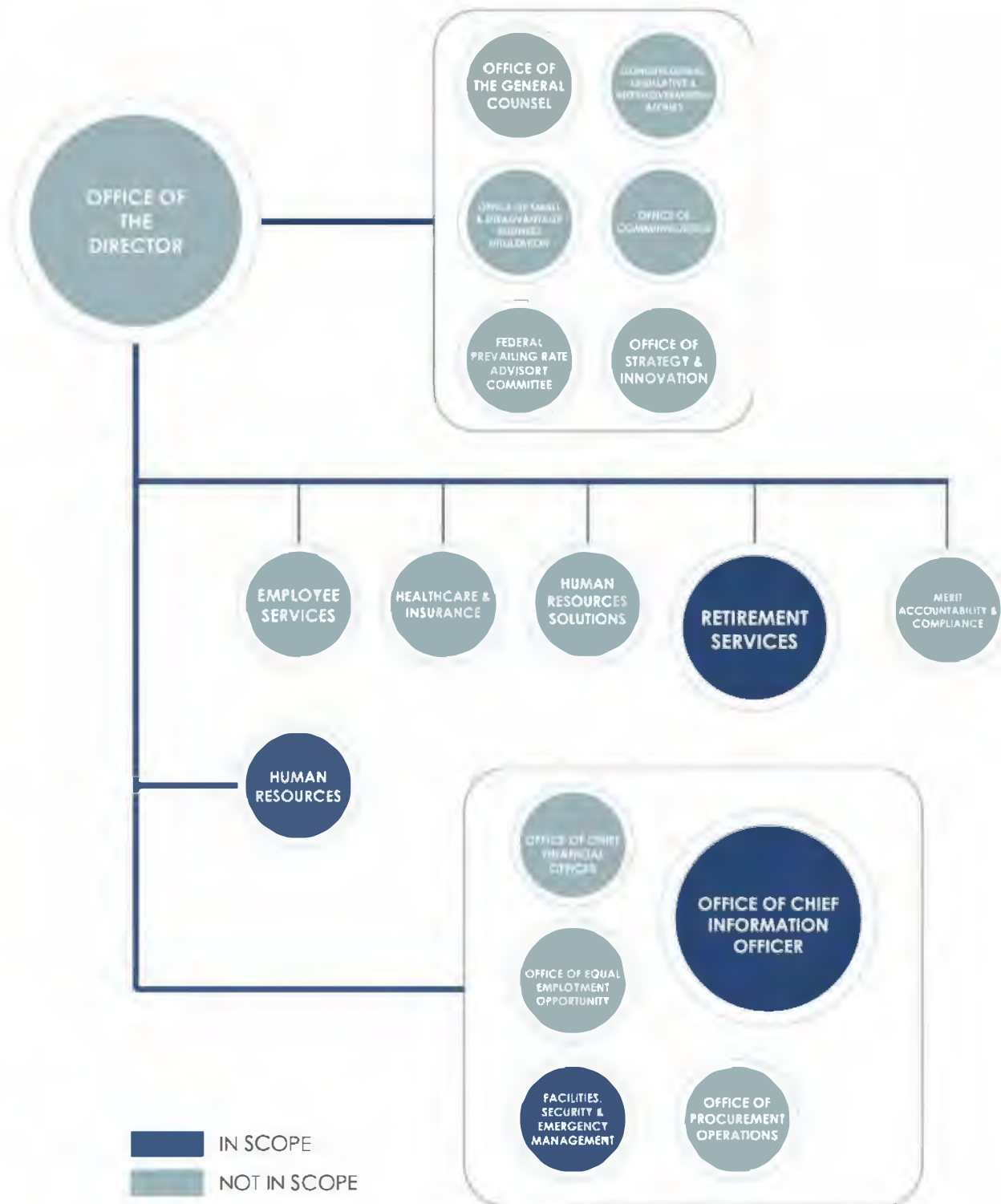
Chief Information Officer (CIO)

Chief Information Officer (CIO) is a model information and technology center. The Office of the CIO is recognized for strategic thinking, proactive leadership, collaborative partnerships, and innovative solutions advancing OPM's mission to recruit, retain, and honor world class workforce to serve the American people. They are committed to delivering innovative, cost-effective, and secure information management solutions that support OPM's programs and initiatives as well as those of the public and other agencies.

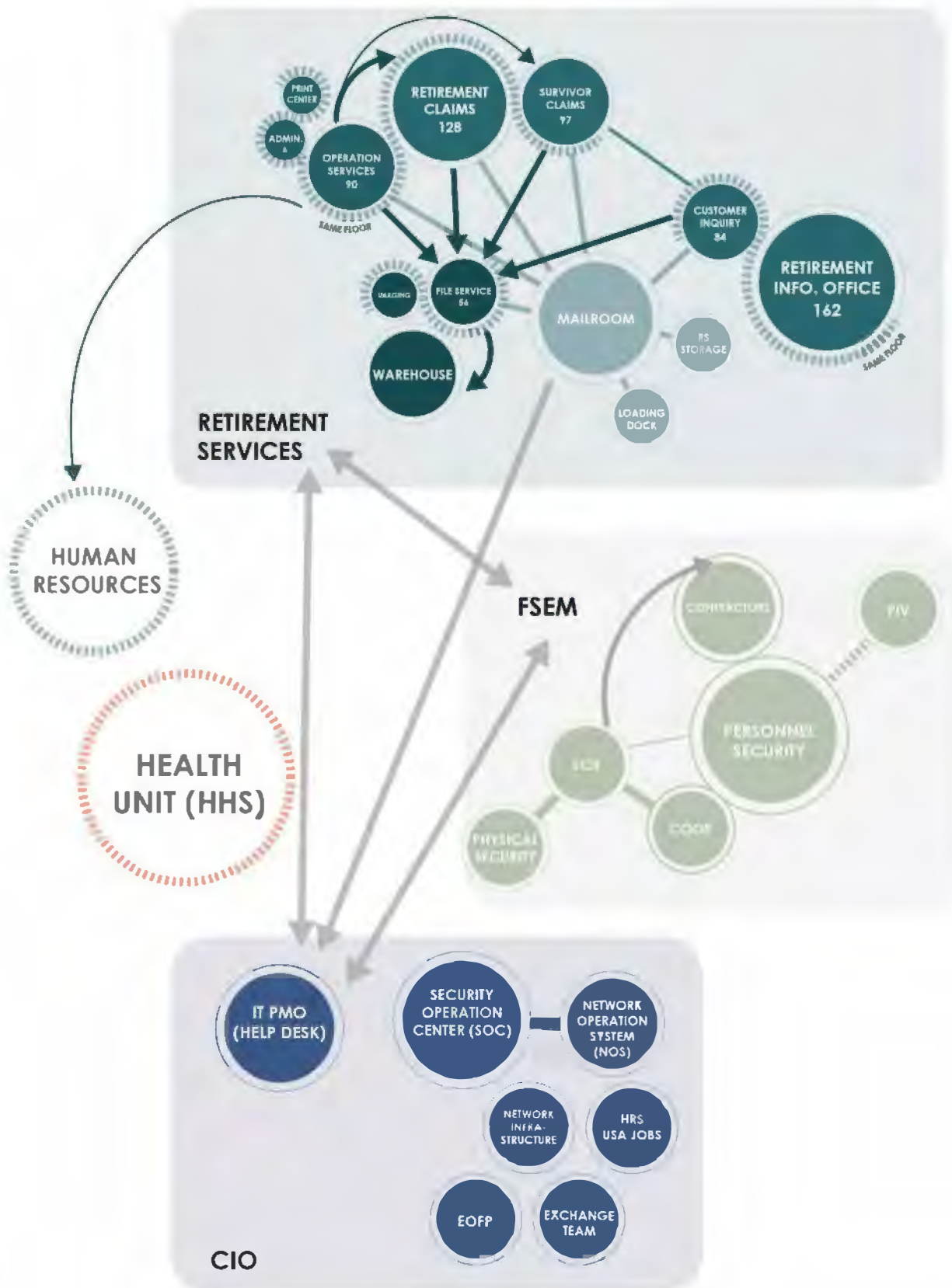
Health Unit

Health Unit (HHS) is staffed and managed by Federal Occupational Health (FOH). The Health Unit provides medical care to building occupants and visitors. Outpatient care and wellness counseling is provided on-site. Additionally, the Health Unit also has lactation rooms for nursing mothers and an office for the EAP.

4.1.1 Organizational Chart



4.1.2 Adjacency Requirements



4.2 Program of Requirements

This section includes individual department-level program requirements, as well as program requirements for special spaces including the Records Storage Warehouse and a Common Space program. The program was developed from information gathered through programming interviews with OPM and the GSA to determine both departmental and facility-wide needs.

The building area calculation often accounts for 30% to 60% of the occupied space in a building. Rather than attempting to calculate the actual area, designers multiply the total assigned space called "net area," by circulation multipliers to estimate the amount of square footage to allocate to circulation.

In this POR, the programming team used a circulation Multiplier of 1.16 NSF to USF to account for building circulation and internal structure.

Terms used to describe building area calculations include:

Net Square Feet (NSF) is the quantity of square footage allocated to an assigned space, such as an office, furniture workstation, storage space, or conference room. The sum of all net areas in the building is the total assigned space, also called net square footage.

Usable Square Feet (USF) contains all net areas allocated to individual spaces such as a private office, furniture workstation, or conference room, plus the circulation around those areas. The USF of a single organization is the "footprint" of that organization on the floor plan of the building. USF excludes unassigned building infrastructure spaces such as mechanical rooms, telecom closets and toilets.

Gross Square Feet (GSF) is the total enclosed area of a building, including exterior walls. The gross area of an existing building can be calculated by measuring the outside surface of the building perimeter of a scaled drawing and computing the interior area.

Rentable Square Feet (RSF) is the aggregated area of certain spaces in a Building or Multi-Building Set inclusive of all allocated Service and Amenity Areas. It is generally used for leasing purposes.

Utilization Rate (UR) is a calculation that measures square feet per person by dividing total usable square feet by total personnel. The office space UR calculation is (Office SF x .78)/ Office Personnel and excludes special space and storage space.

4.2.1 Housing Plan

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4.2.2 OPM – Program Summary

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4.2.3 OPM – Common Space Program



4.2.4 Program by Department

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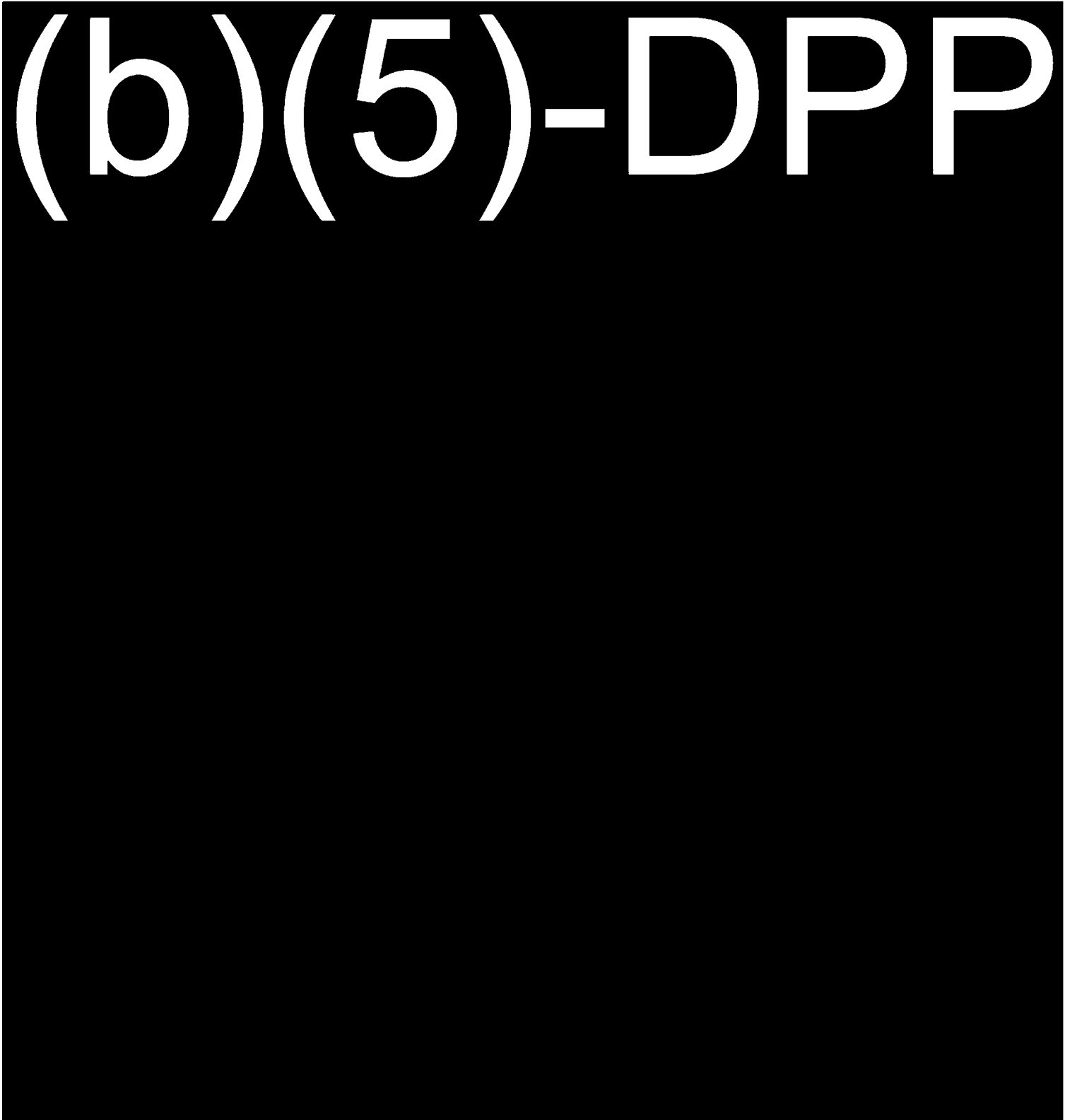


4.2.4 Program by Department

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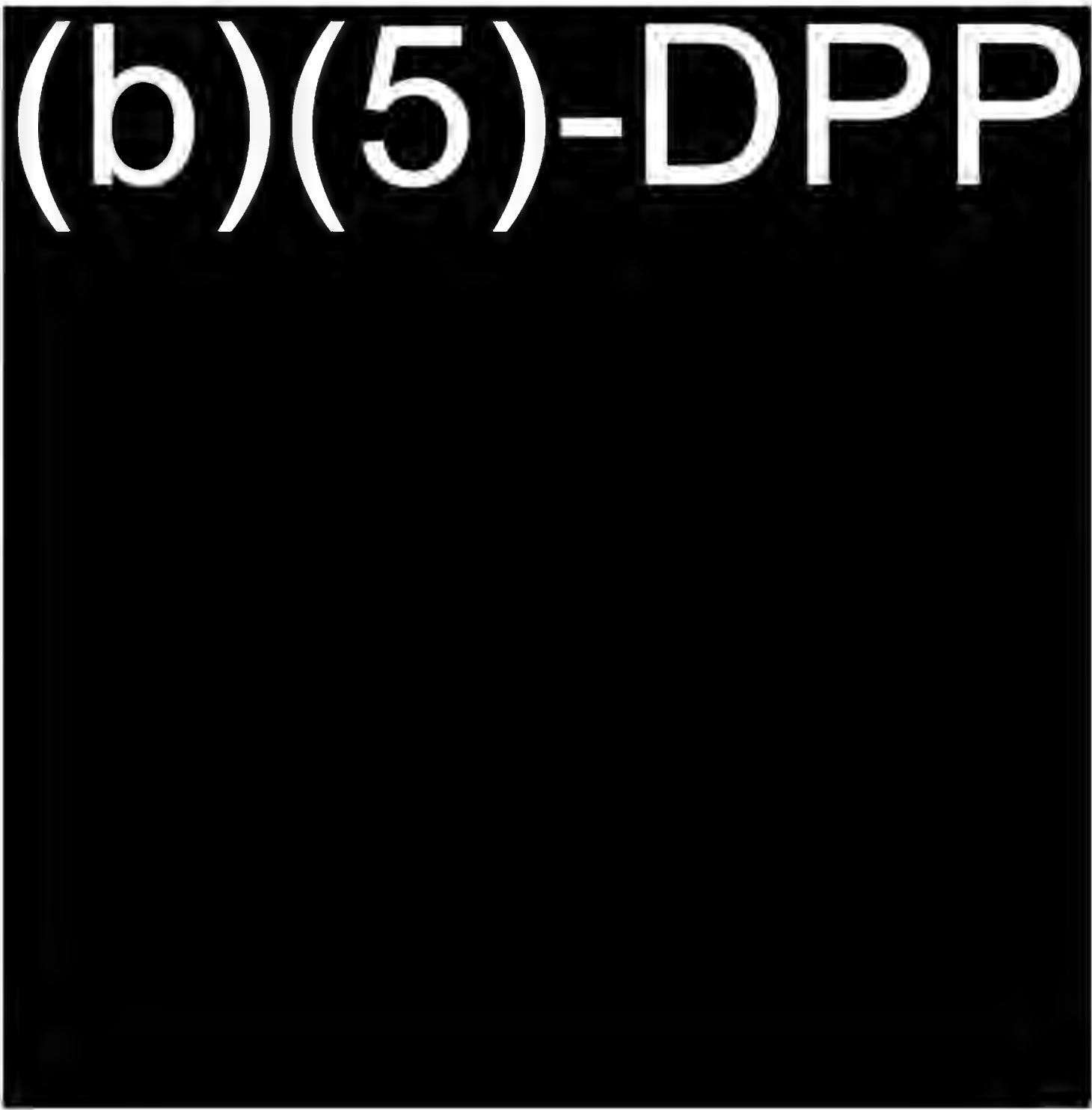
4.2.4 Program by Department

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4.2.4 Program by Department

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4.2.4 Program by Department

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4.3 Typical Workspace Development

This section describes, in detail, the individual work space, support space, special space and meeting space, dedicated to each department or categorized as a sitewide common space. Each space typical corresponds with the programmed space types identified in *Section 4.2 Program of Requirements*.

The section outlines space planning goals and guidelines which include, room data sheets that provide descriptions of use and any unique requirements, as well as any furniture, fixture and equipment (FF&E) associated with each space. In some cases, a diagram was provided to depict further planning details and relationships between rooms/spaces.

The space types represented by the room data sheets in this POR are those that require specificity and have unique requirements. On occasion, room data sheets were excluded based off generality, however, all space types can be found itemized in *Section 4.2 Program of Requirements*.

4.3.1 Space Planning Goals & Guidelines

The space planning goals and guidelines are intended to be used as a baseline planning tool for programmatic requirements to ensure optimal efficiency and employee experience. The space will maximize flexibility to accommodate for future expansion and the reduction of agency needs. This will enable OPM to use space effectively and reduce long-term facility management costs.

To aid in planning, types of space are allocated differently. The following categories are used throughout this document to help in the planning process:

Individual Work Space

Individual Work Space includes workstations and private offices. All employees will be assigned a dedicated workspace. Sizing and standards for these spaces are in line with industry best practices.

Meeting Space

Size and quantity of Meeting Space was dependent on specific departmental needs. Shared meeting spaces were determined by OPM and can be found in the Common Space program in *Section 4.2.3*.

Support Space

Support Space includes any dedicated space needs that are unique to individual departments or are intended to be supplemental to the entire facility.

Special Space

Special Space is determined by individual departments on a project-by-project bases and includes spaces that have special requirements regarding but not limited to, security, construction, IT and furniture.

Storage Space

Storage Space is determined by individual departments based off need.

Space Type Legend:

The following symbols are shown on the space type typical diagrams on the following pages:



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Withheld pursuant to exemption

(b)(5) ; (b)(7)(F)

of the Freedom of Information and Privacy Act

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5 **PART B:** **DCSA PROGRAM OF REQUIREMENTS**

5.1 Organization and Functions

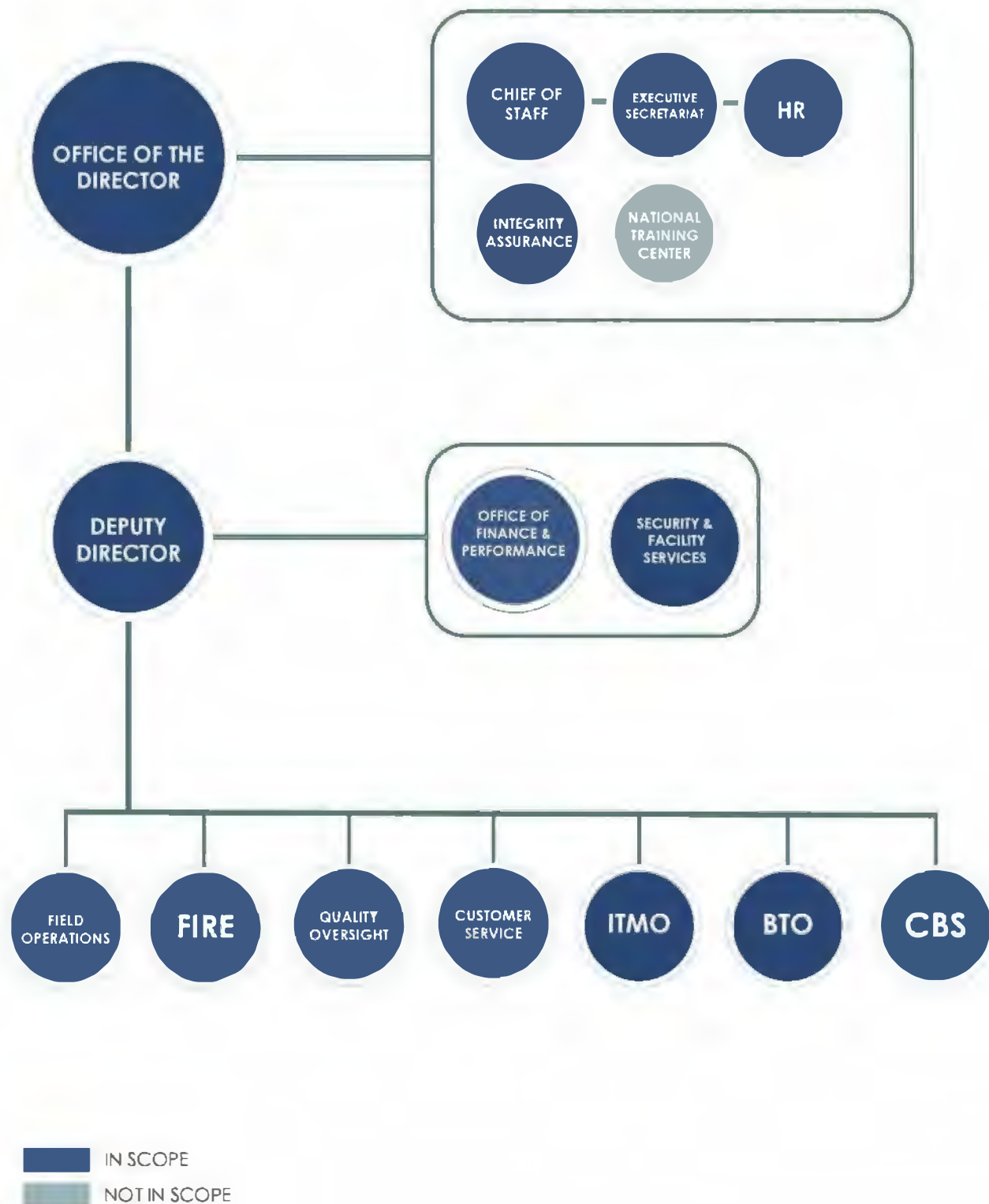
DCSA Mission

DCSA contributes to the National Security by serving as an interface between the government and cleared industry. DCSA is responsible for conducting security clearance investigations into individuals who need to hold security clearances for employment purposes. DCSA works to ensure a trusted federal, industrial and affiliated workforce and enabling industry's delivery of uncompromised capabilities by leveraging advanced technologies.

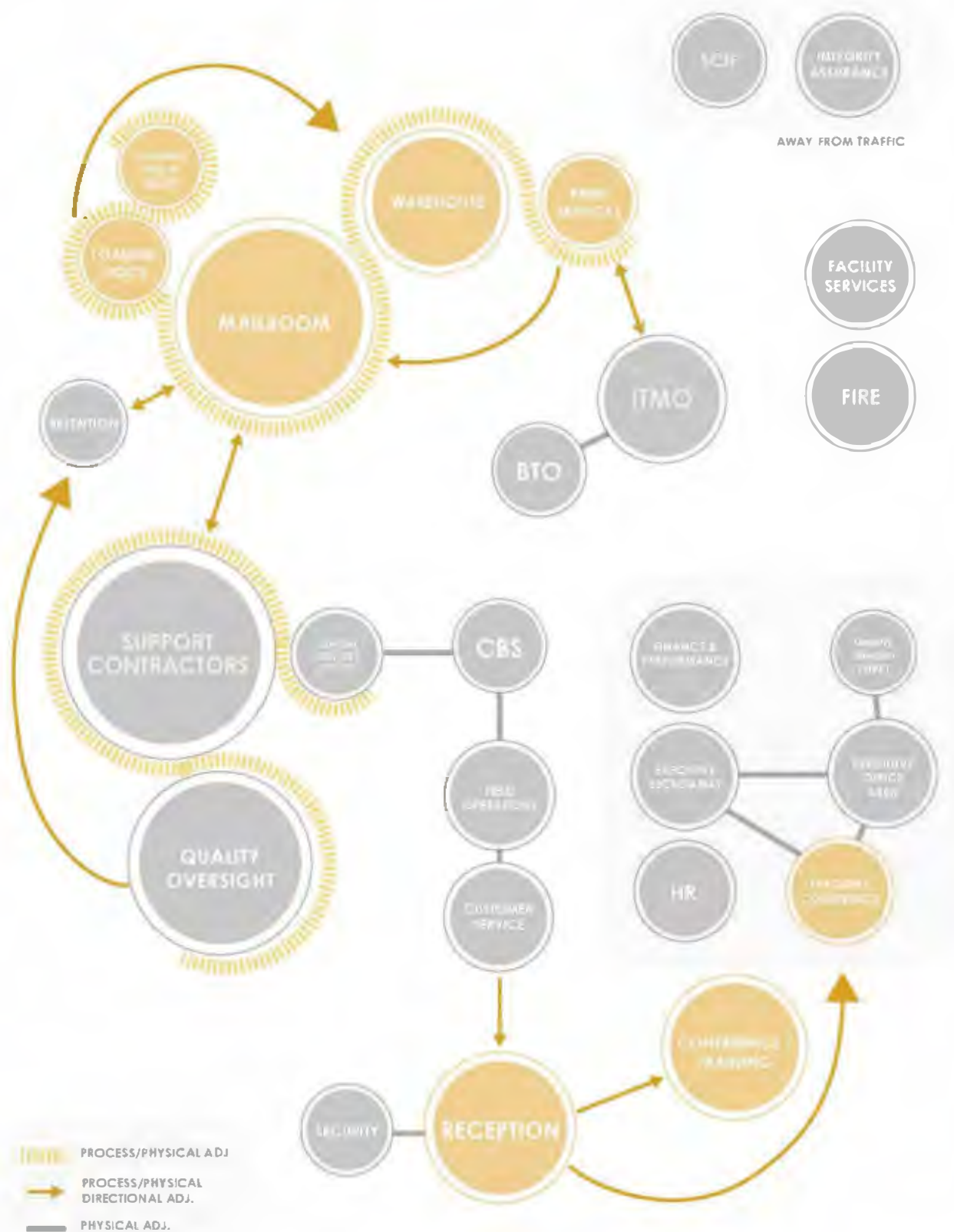
Health Unit

Health Unit (HHS) is staffed and managed by Federal Occupational Health (FOH). The Health Unit provides medical care to building occupants and visitors. Outpatient care and wellness counseling is provided on-site. Additionally, the Health Unit also has lactation rooms for nursing mothers and an office for the EAP.

5.1.1 Organizational Chart



5.1.2 Adjacency Requirements



5.2 Program of Requirements

This section includes individual department-level program requirements, as well as program requirements for common space that can be shared with the entire facility. The program was developed from information gathered through programming interviews with DCSA and the GSA to determine both departmental and facility-wide needs.

The building area calculation often accounts for 30% to 60% of the occupied space in a building. Rather than attempting to calculate the actual area, designers multiply the total assigned space called "net area," by circulation multipliers to estimate the amount of square footage to allocate to circulation.

In this POR, the programming team used a circulation Multiplier of 1.75 NSF to USF to account for building circulation and internal structure.

Terms used to describe building area calculations include:

Net Square Feet (NSF) is the quantity of square footage allocated to an assigned space, such as an office, furniture workstation, storage space, or conference room. The sum of all net areas in the building is the total assigned space, also called net square footage.

Usable Square Feet (USF) contains all net areas allocated to individual spaces such as a private office, furniture workstation, or conference room, plus the circulation around those areas. The USF of a single organization is the "footprint" of that organization on the floor plan of the building. USF excludes unassigned building infrastructure spaces such as mechanical rooms, telecom closets and toilets.

Gross Square Feet (GSF) is the total enclosed area of a building, including exterior walls. The gross area of an existing building can be calculated by measuring the outside surface of the building perimeter of a scaled drawing and computing the interior area.

Rentable Square Feet (RSF) is the aggregated area of certain spaces in a Building or Multi-Building Set inclusive of all allocated Service and Amenity Areas. It is generally used for leasing purposes.

Utilization Rate (UR) is a calculation that measures square feet per person by dividing total usable square feet by total personnel. The office space UR calculation is $(\text{Office SF} \times .75) / \text{Office Personnel}$ and excludes special space and storage space.

5.2.1 Housing Plan

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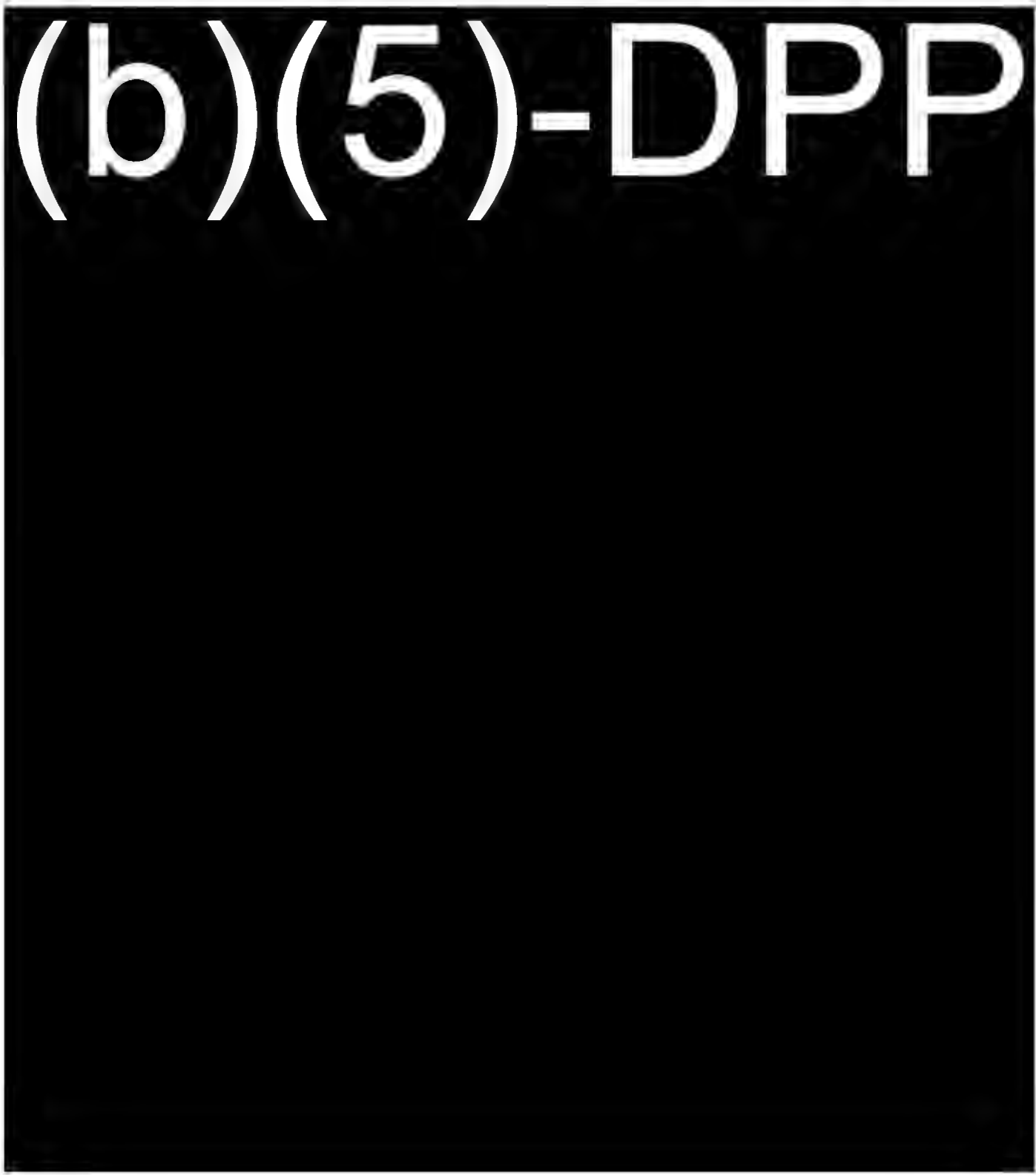


5.2.2 DCSA – Program Summary

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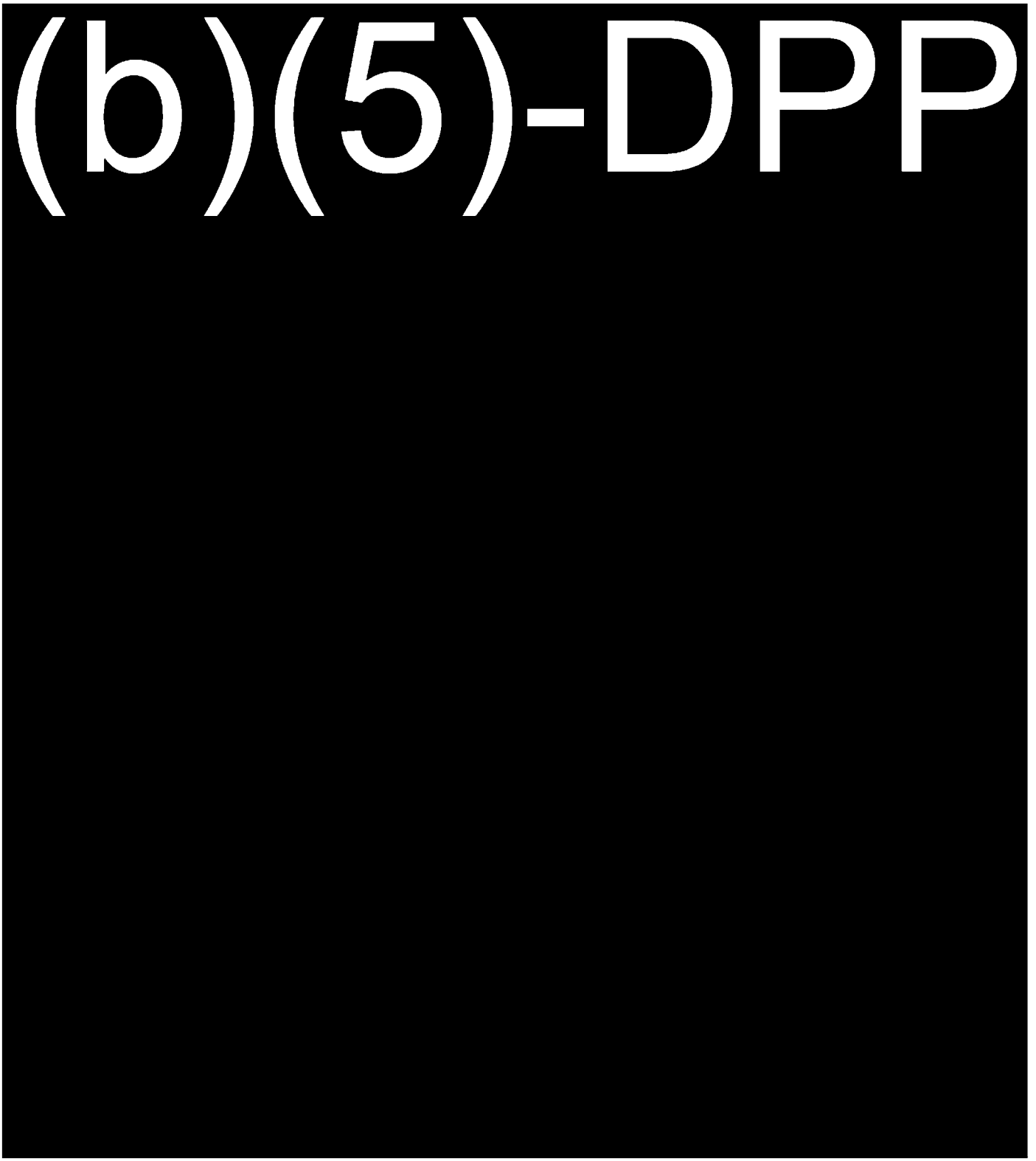
5.2.3 DCSA – Common Space Program

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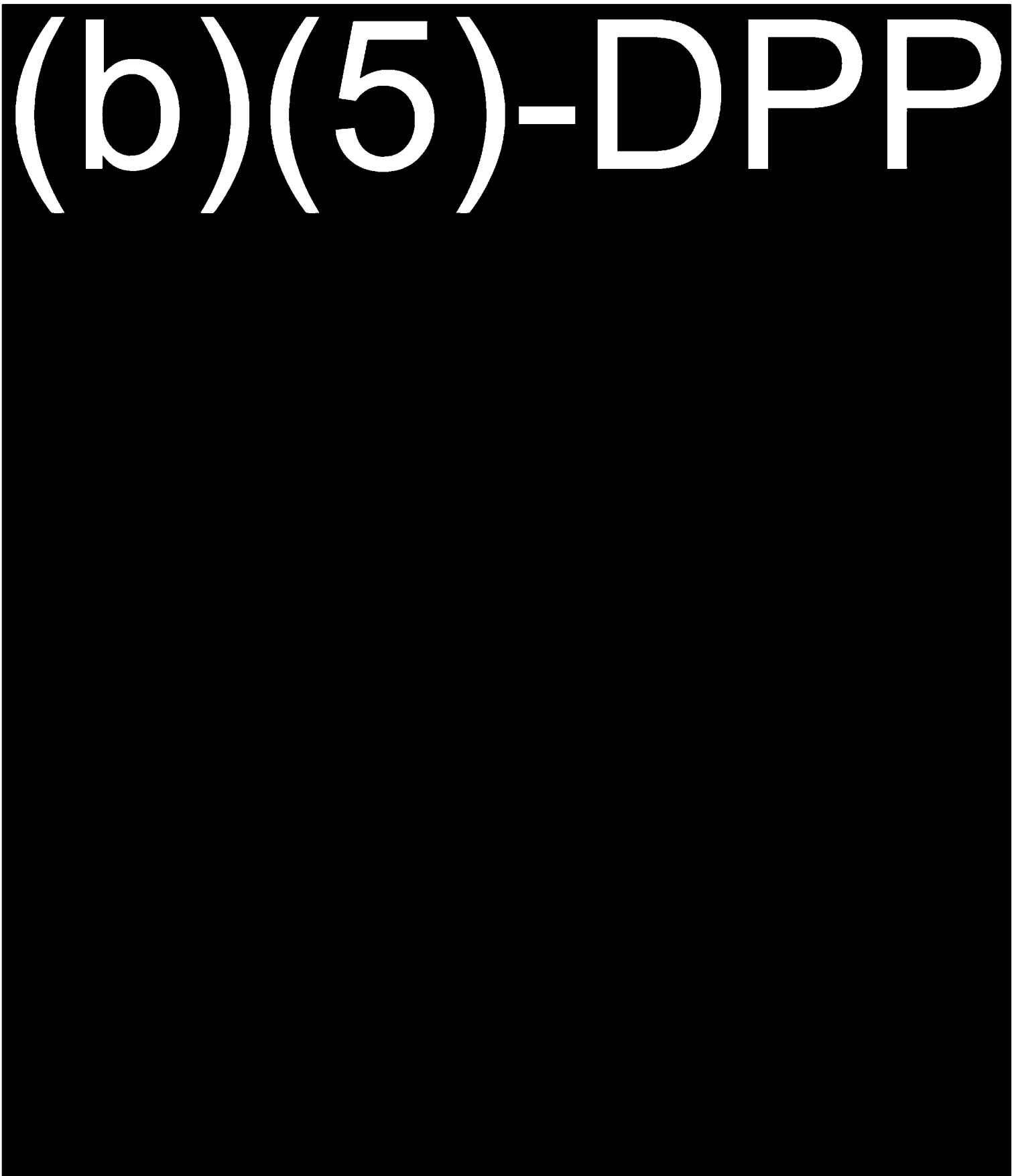
5.2.4 Program by Department

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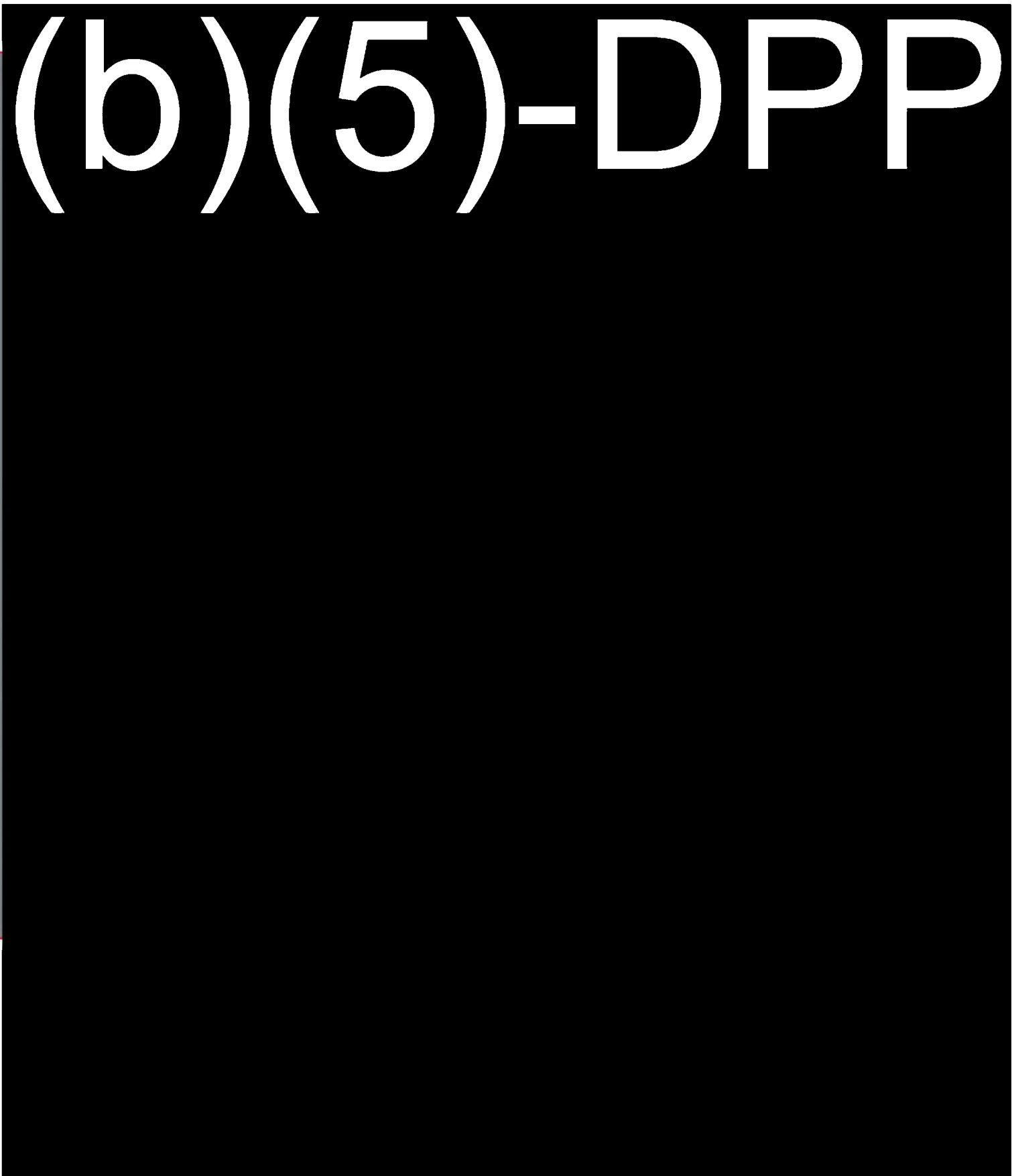
5.2.4 Program by Department

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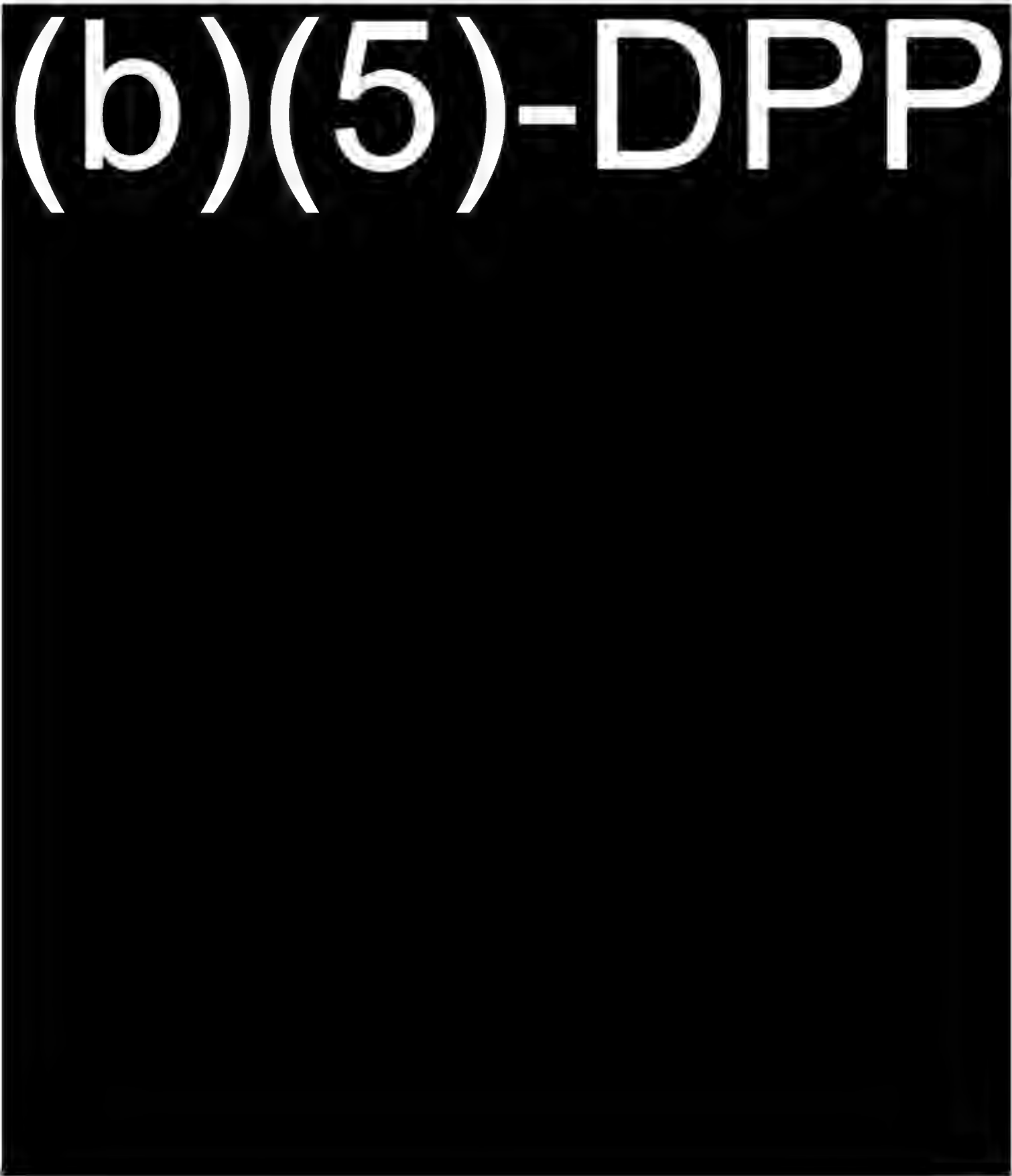
5.2.4 Program by Department

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5.2.4 Program by Department

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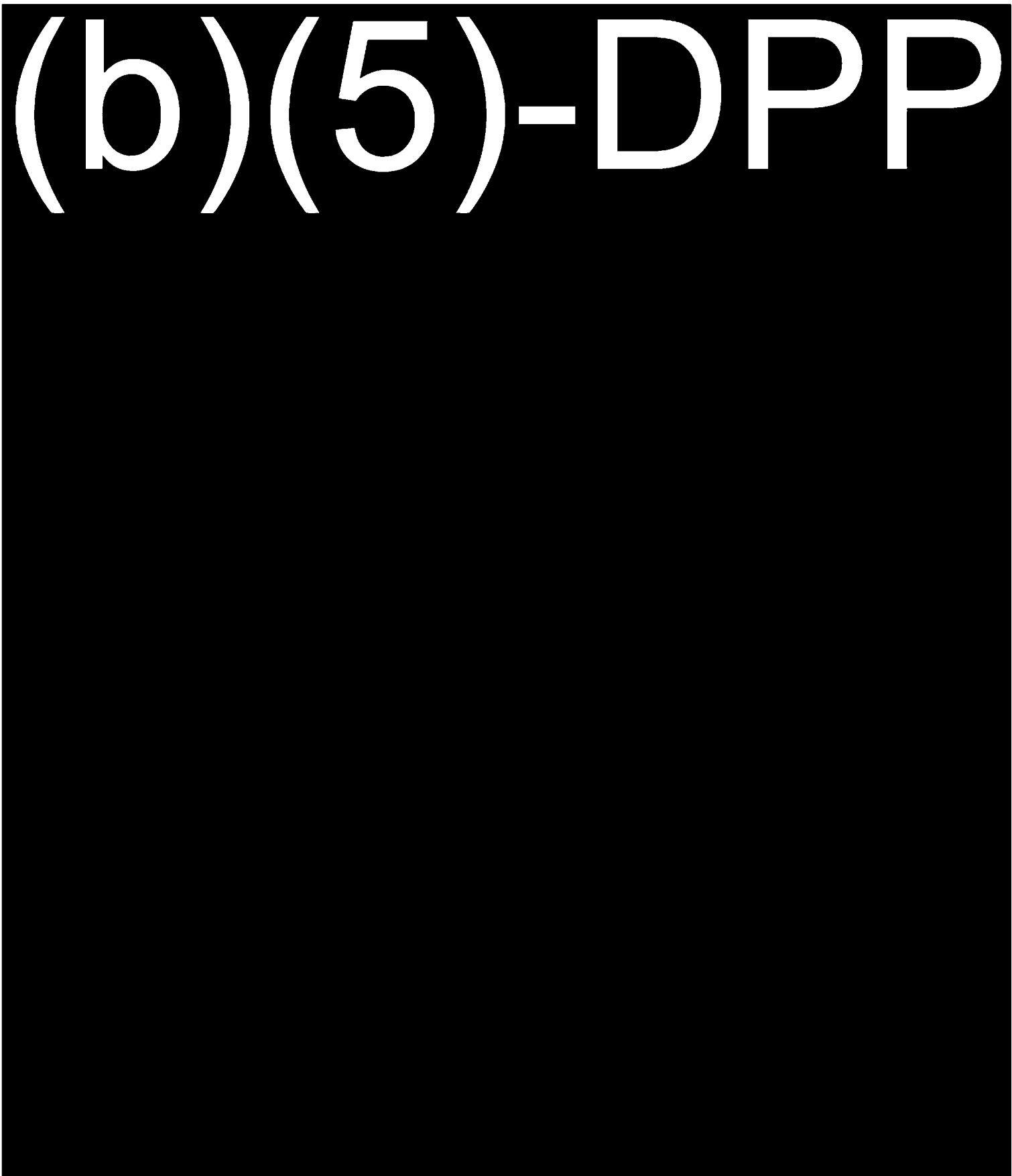
5.2.4 Program by Department

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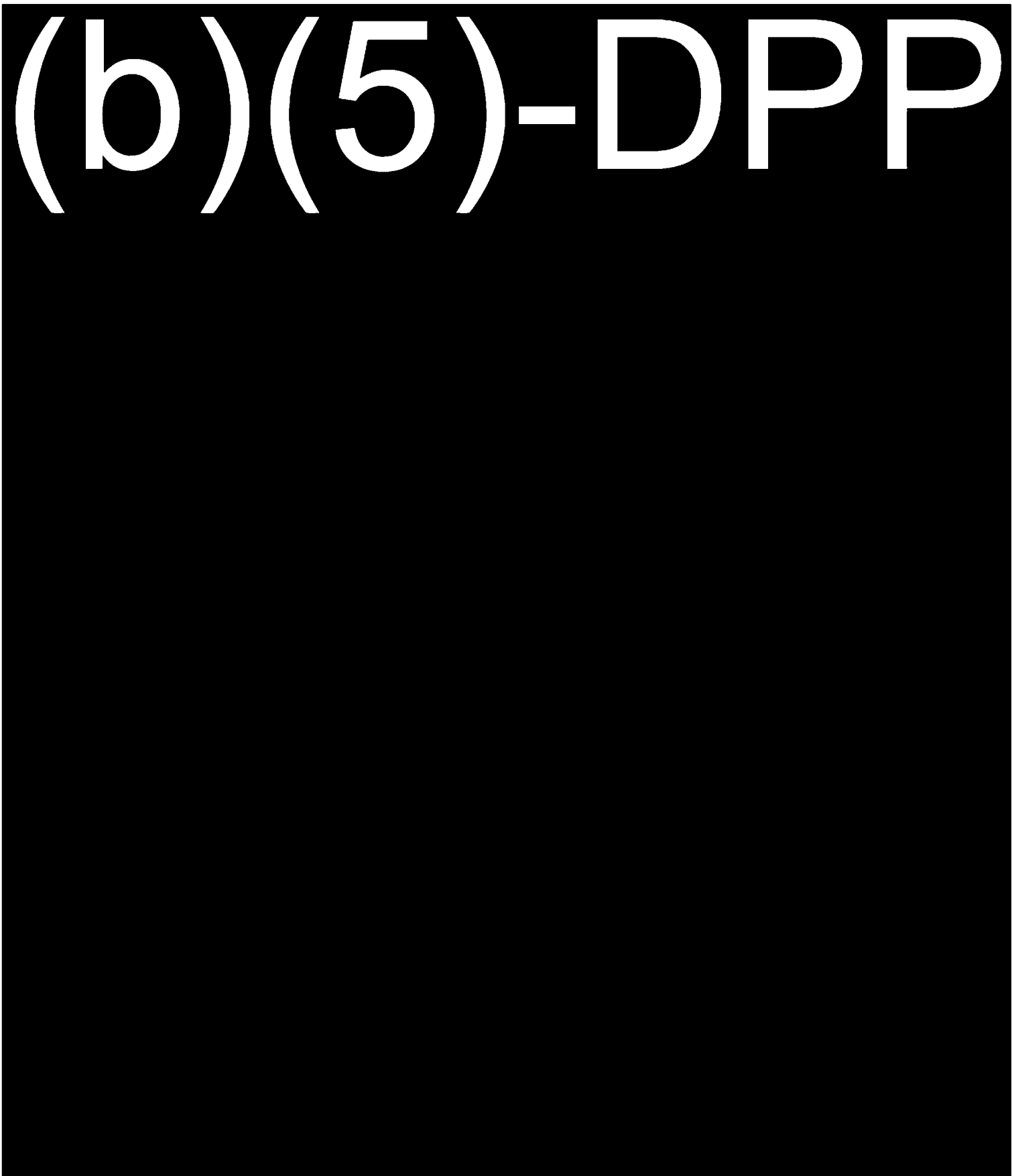
5.2.4 Program by Department

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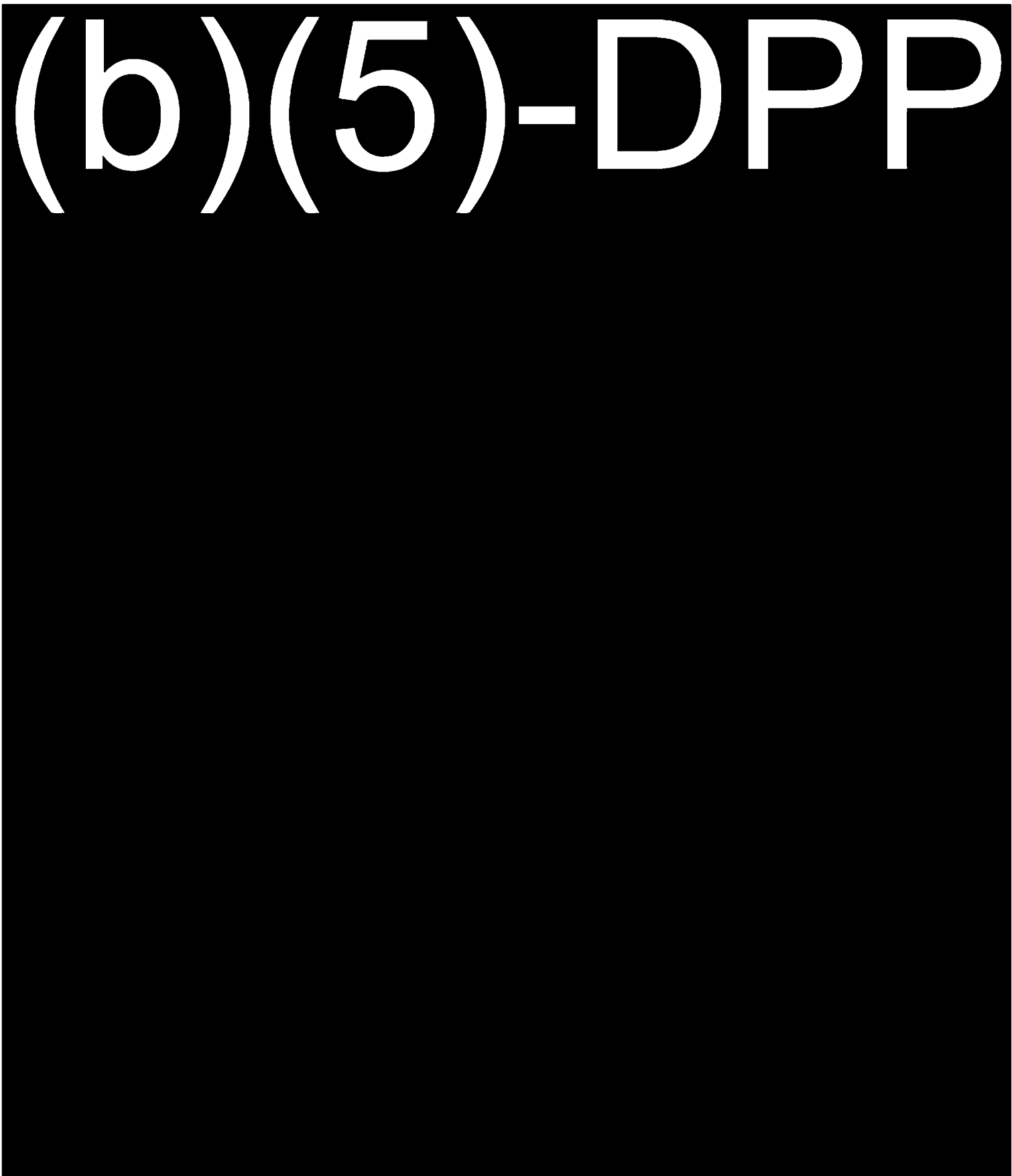
5.2.4 Program by Department

(b)(5)-DPP



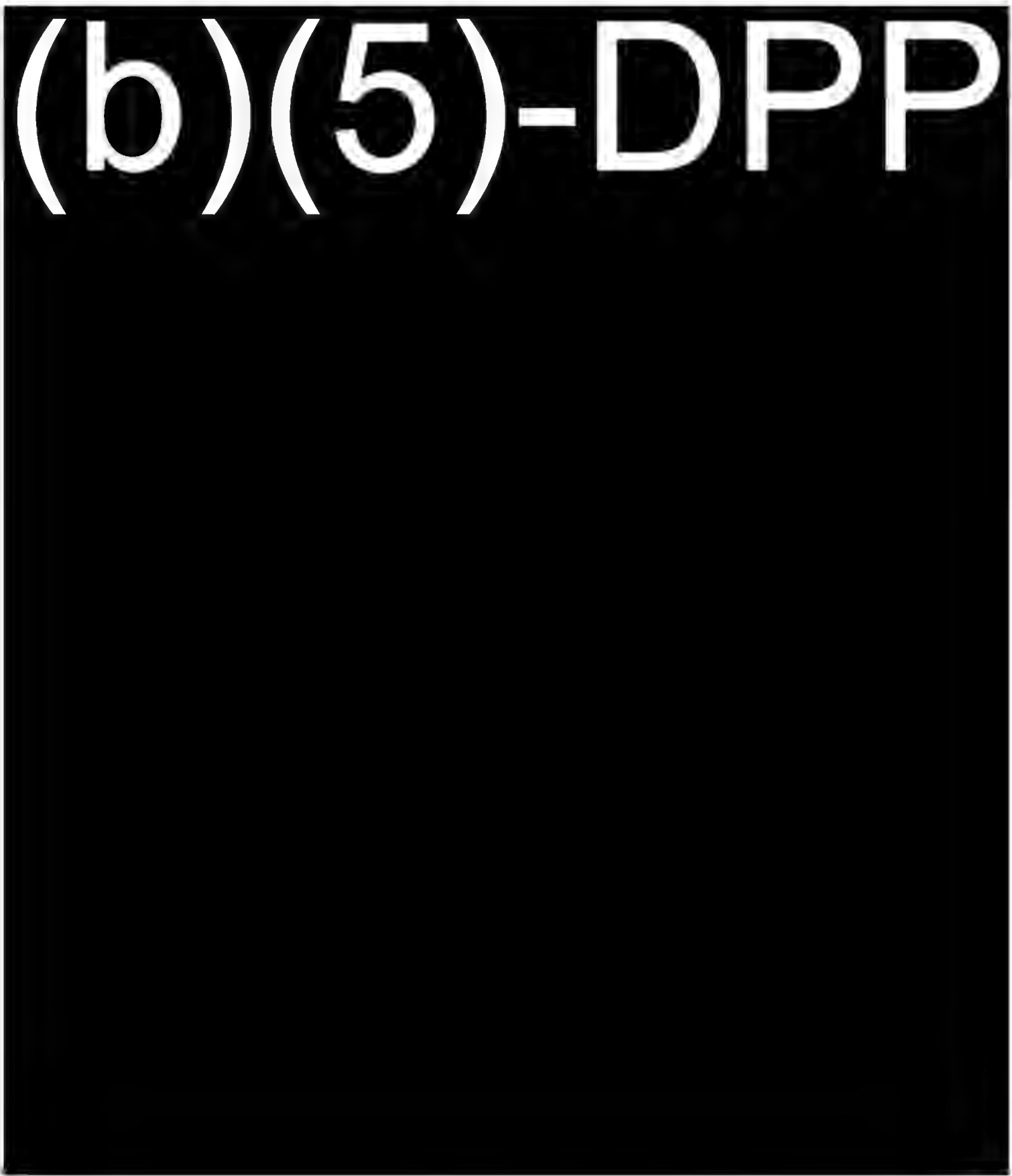
5.2.4 Program by Department

(b)(5)-DPP



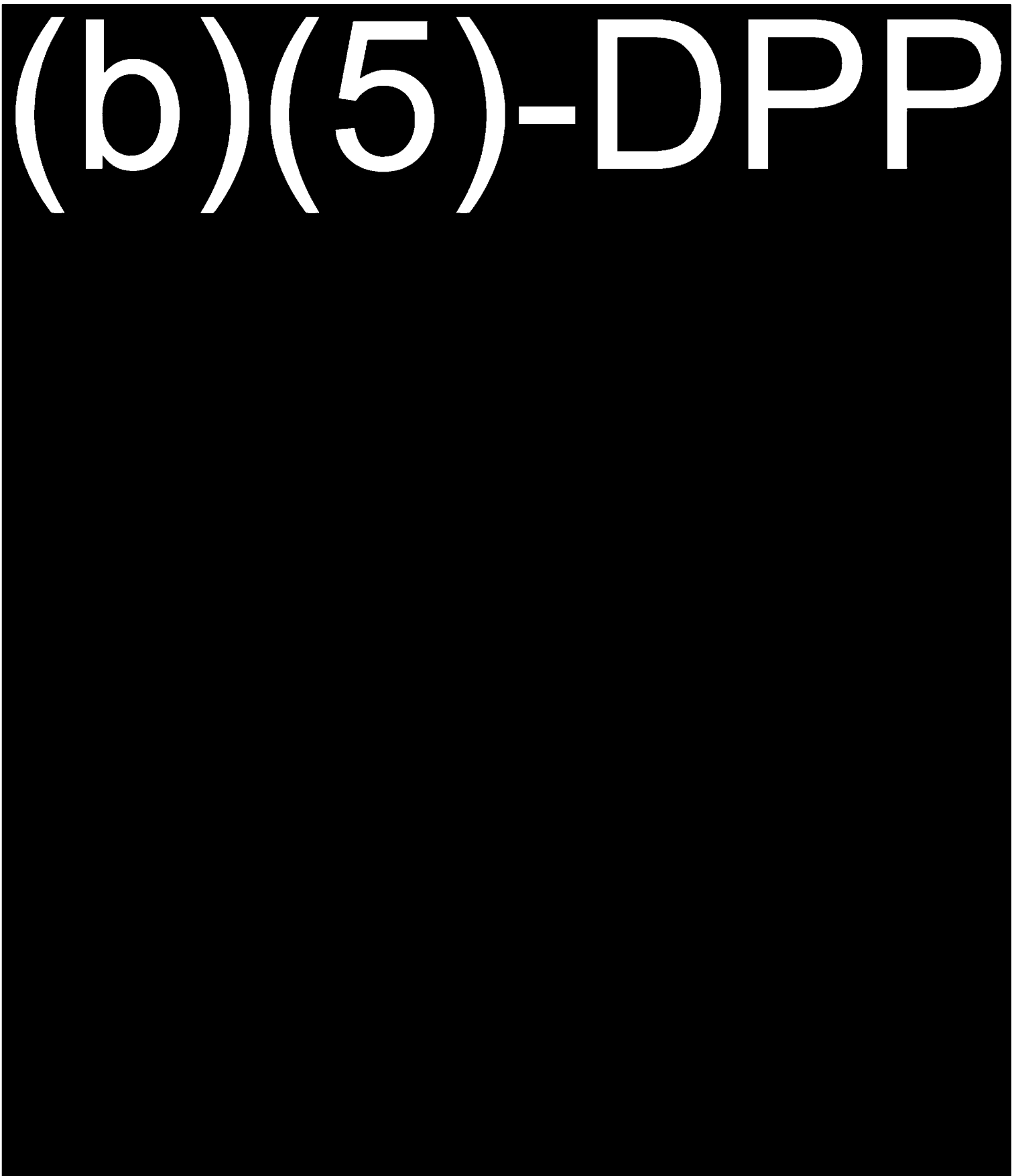
5.2.4 Program by Department

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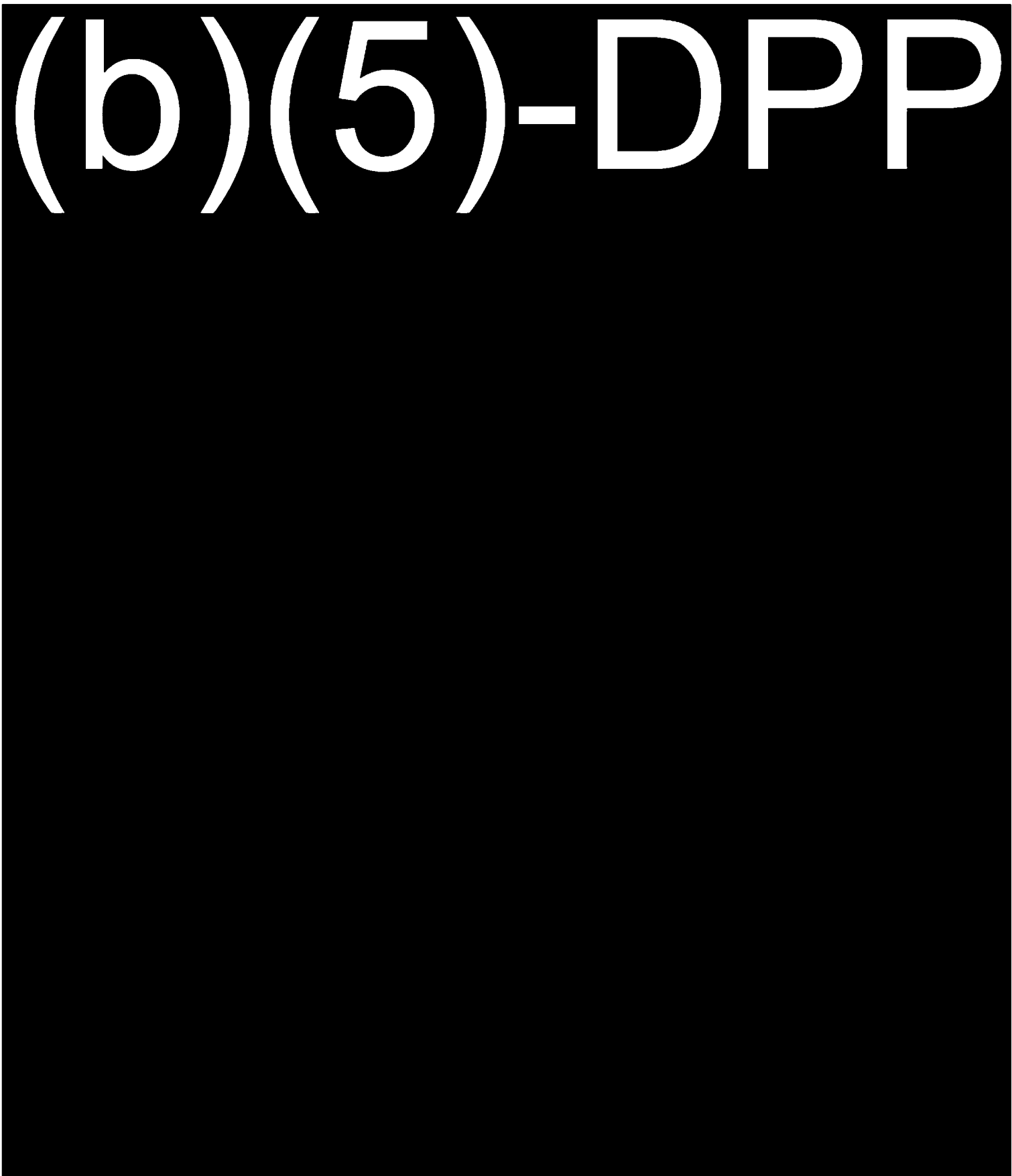
5.2.4 Program by Department

(b)(5)-DPP



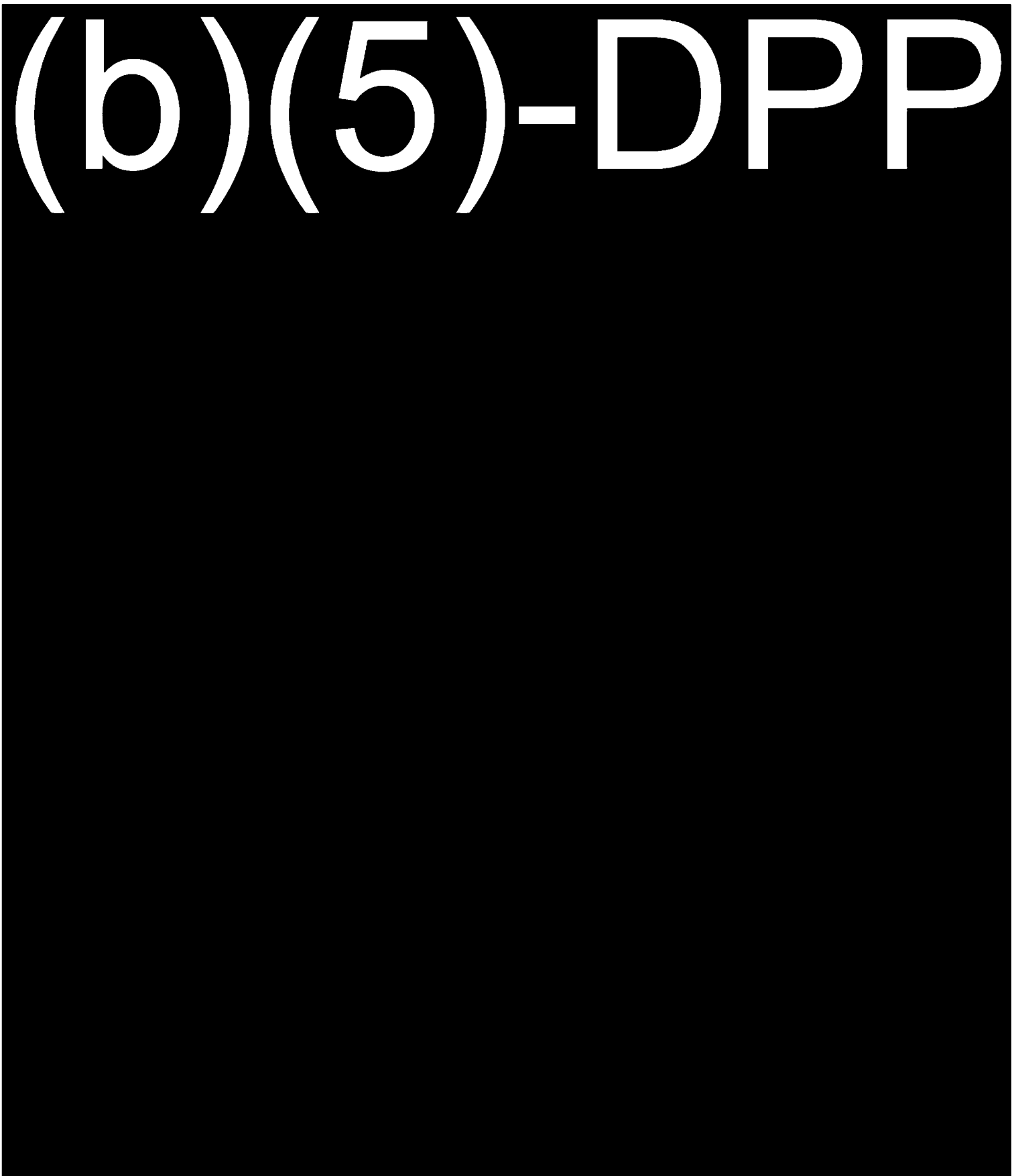
5.2.4 Program by Department

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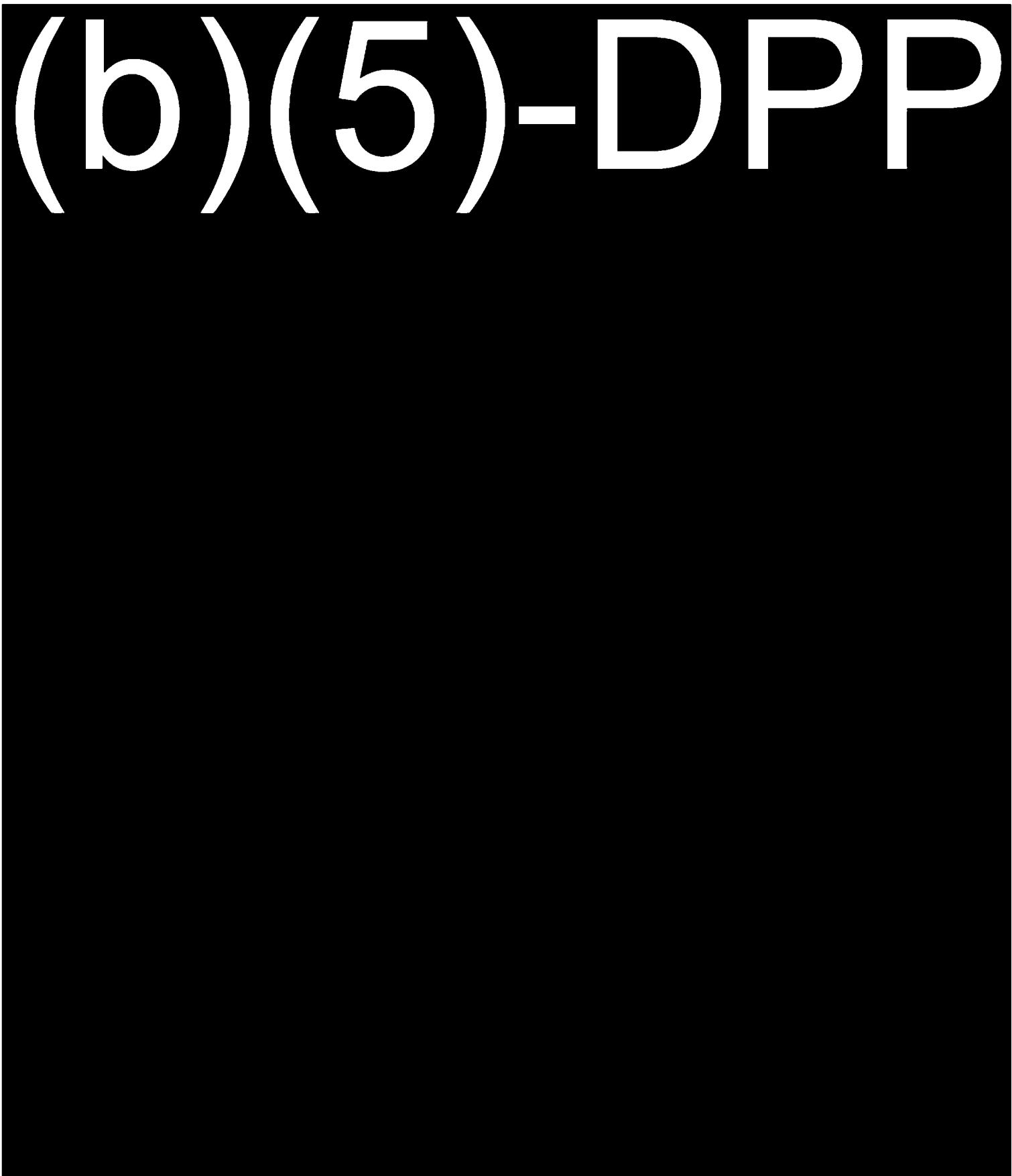
5.2.4 Program by Department

(b)(5)-DPP



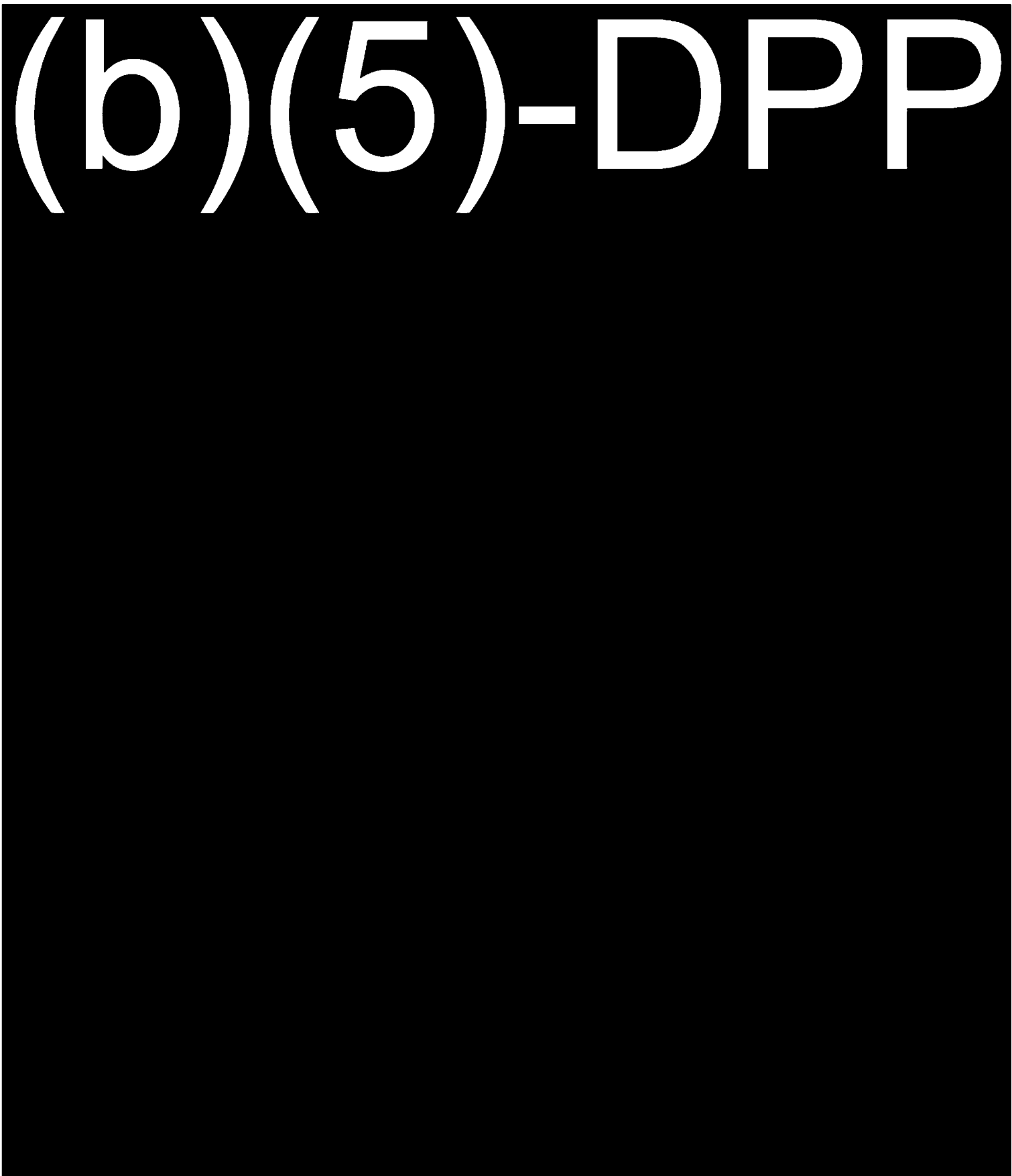
5.2.4 Program by Department

(b)(5)-DPP



5.2.4 Program by Department

(b)(5)-DPP



5.3 Typical Workspace Development

This section describes, in detail, the individual work space, support space, special space and meeting space, dedicated to each department or categorized as a sitewide common space. Each space typical corresponds with the programmed space types identified in *Section 5.2 Program of Requirements*.

The section outlines space planning goals and guidelines which include, room data sheets that provide descriptions of use and any unique requirements, as well as any furniture, fixture and equipment (FF&E) associated with each space. In some cases, a diagram was provided to depict further planning details and relationships between rooms/spaces.

The space types represented by the room data sheets in this POR are those that require specificity and have unique requirements. On occasion, room data sheets were excluded based off generality, however, all space types can be found itemized in *Section 5.2 Program of Requirements*.

5.3.1 Space Planning Goals & Guidelines

The space planning goals and guidelines are intended to be used as a baseline planning tool for programmatic requirements to ensure optimal efficiency and employee experience. The space will maximize flexibility to accommodate for future expansion and the reduction of agency needs. This will enable DCSA to use space effectively and reduce long-term facility management costs.

To aid in planning, types of space are allocated differently. The following categories are used throughout this document to help in the planning process:

Individual Work Space

Individual Work Space includes workstations and private offices. All employees will be assigned a dedicated workspace. Sizing and standards for these spaces are in line with industry best practices.

Meeting Space

Size and quantity of Meeting Space was dependent on specific departmental needs. Shared meeting spaces were determined by DCSA and can be found in the Common Space program in *Section 5.2.3*.

Support Space

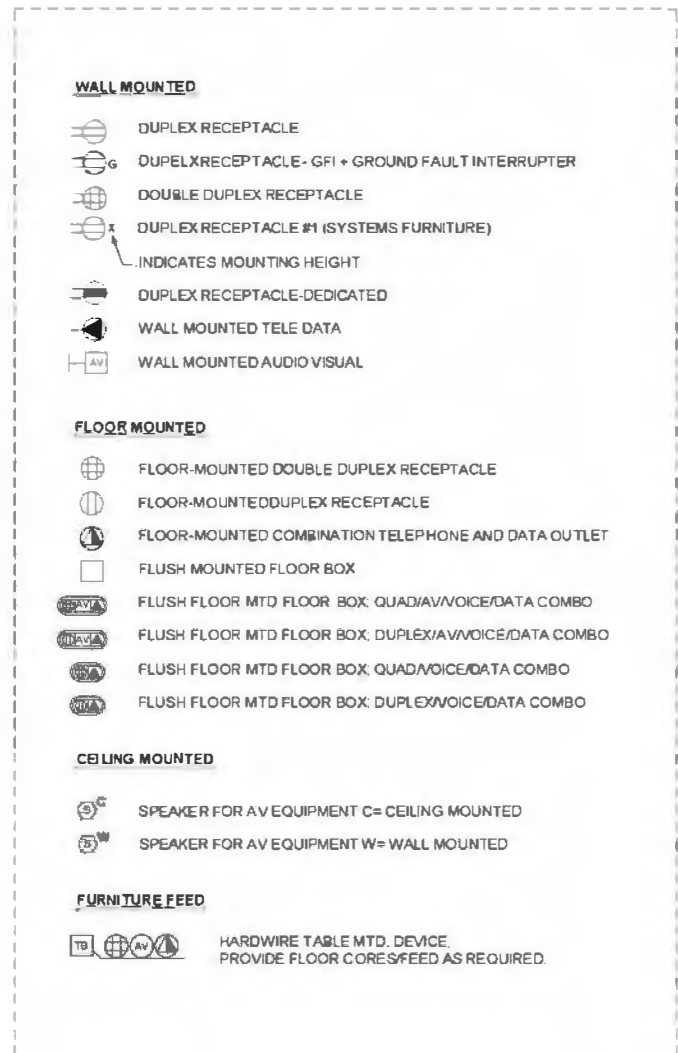
Support Space includes any dedicated space needs that are unique to individual departments or are intended to be supplemental to the entire facility.

Special Space

Special Space is determined by individual departments on a project-by-project bases and includes spaces that have special requirements, regarding but not limited to, security, construction, IT and furniture.

Space Type Legend:

The following symbols are shown on the space type typical diagrams on the following pages:



5.3.2 Room Data Sheet Summary

Code	Description	Area	Seat Count	Department
Individual Work Space				
DCSA.36.1	Workstation Type 1	36 SF	1 p	DCSA
DCSA.25.2	Workstation Type 4	25 SF	1 p	DCSA - Support Contractor
DCSA.100.3	Office Type 1	100 SF	1 p	DCSA
DCSA.150.4	Office Type 2	150 SF	1 p	DCSA
DCSA.200.5	Office Type 3	200 SF	1 p	DCSA
DCSA.250.6	Office Type 4 - Deputy Director	250 SF	1 p	DCSA
Support Space				
DCSA.100.7	Pantry/Vending	100 SF	-	DCSA
DCSA.150.8	Print/Supply Area	150 SF	-	DCSA
DCSA.200.9	IT Test Room	200 SF	-	DCSA - ITMO
DCSA.1300.10	IT Print Room	1,300 SF	-	DCSA - ITMO
DCSA.500.11	Poster Room	500 SF	-	DCSA - Executive Secretariat
DCSA.500.12	Security Waiting/CAC Production Area	500 SF	-	DCSA - Security
DCSA.60.13	Reception (HR)	60 SF	-	DCSA - HR
DCSA.100.14	Control Center 2	100 SF	-	DCSA - Support Contractor
DCSA.300.15	Finger Print Room	300 SF	-	DCSA - Support Contractor
DCSA.500.16	Limited (Access) Area	500 SF	-	DCSA - Support Contractor
DCSA.2500.17	Retention	2,500 SF	-	DCSA - Support Contractor
DCSA.6250.18	Imaging (Scanning/Slicing/Microfilm)	6,250 SF	-	DCSA - Support Contractor
DCSA.600.19	Reception	600 SF	-	DCSA - Common Space
DCSA.300.20	Mother's Room	300 SF	-	DCSA - Common Space
Special Space				
DCSA. 1420.21	SCIF - Special Space	1,420 SF	-	DCSA - Field Ops
DCSA.13150.22	DSCA Warehouse	13,150 SF	-	DCSA - ITMO, Facilities
DCSA.80.23	Tel/Comm Room	80 SF	-	DCSA - Common Space
DCSA.7500.24	DCSA Mailroom	7,500 SF	-	DCSA - Common Space
DCSA.1500.25	Facilities Security	1,500 SF	-	DCSA - Common Space
DCSA.3500.26	Snack Bar/Dining	3,500 SF	250 p	DCSA - Common Space
DCSA.1500.27	Health Unit	1,500 SF	-	DCSA - Common Space
Meeting Space				
DCSA.50.28	Huddle Room	50 SF	1 p - 2 p	DSCA
DCSA.250.29	Meeting Room 4	250 SF	10 p	DCSA
DCSA.500.30	Meeting Room 5	500 SF	20 p	DCSA
DCSA.100.31	Interview Room	100 SF	2 p	DCSA - Common Space
DCSA.2500.32	Meeting Room 6	2,500 SF	100 p	DCSA - Common Space
DCSA.600.33	Executive Conference Room	600 SF	20 p	DCSA - Common Space
DCSA.400.34	Small Conference Room	400 SF	16 p	DCSA - Common Space
DCSA.600.35	Medium Conference Room	600 SF	20 p	DCSA - Common Space
DCSA.1000.36	Training Room	1,000 SF	40 p	DCSA - Common Space
DCSA.4500.37	Auditorium	4,500 SF	270 p	DCSA - Common Space

5.3.3 Room Data Sheets

Individual Work Space
DCSA.36.1

Workstation Type 1

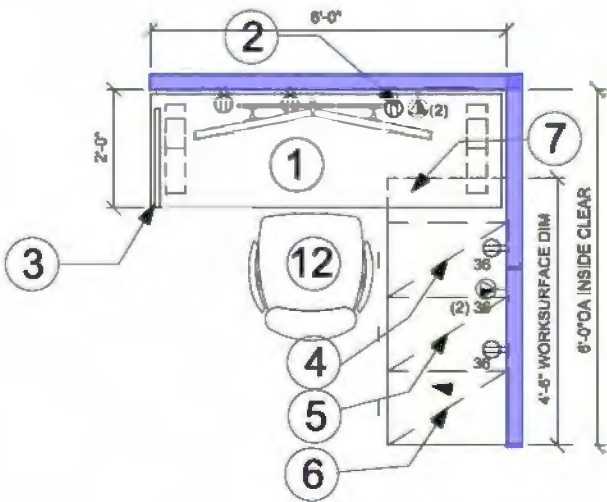
36 SF

A workstation for individuals to accomplish focused work. The workstations are to be universally sized, with a 24" deep motorized sit/stand desk, to support future versatility in space planning. Cluster workstations based on team sizes and provide circulation between. Place near perimeter to maximize access to natural light with high panel located perpendicular to perimeter window.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List

Workstation Legend

- 42" H Workstation Panel with 6" glass panel on spine
- 24"D x 72" W Elect. Height Adjustable Worksurface
- Clamp-on surface mount duplex outlet + (2) USB charging ports
- Clamp-on 12" privacy panel
- Mobile Box/File Pedestal (Lockable)
- Freestanding B/B/F Pedestal (Lockable)
- Freestanding File/File Pedestal (Lockable)
- Desk-height static worksurface
- NOT USED
- NOT USED
- NOT USED
- NOT USED
- New Task Chair

Furniture, Fixtures and Equipment List

Accessories

Dual Single Post Monitor Arm with grommet mount	1 each
Name Plate Holder with name and title	1 each
Keyboard Tray	1 each
Task Light	1 each

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
---	--------

Notes

- The Lessor shall accommodate the thickness of the systems furniture panels.
- Data/Telecom outlet category 6 cable quantities shown in () at each outlet.
- The overall (OA) dimension provided is the interior clearance dimension.

5.3.3 Room Data Sheets DCSA

Individual Work Space
DCSA.25.2

Workstation Type 4

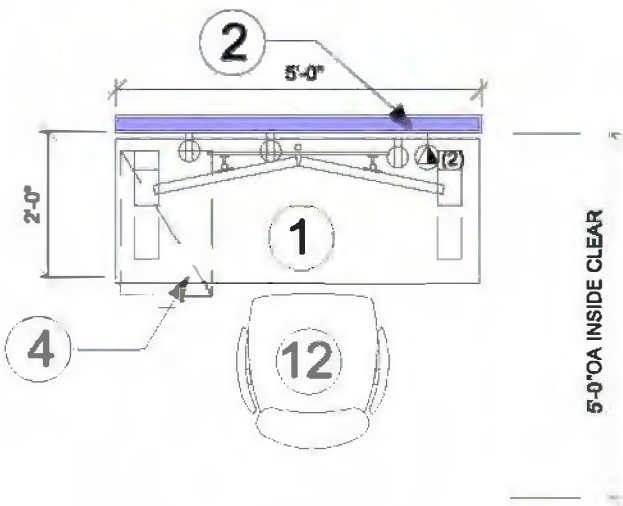
25 SF

An individual work space dedicated to DCSA Support Contractors. Cluster workstations based on type of work/processes and provide circulation between. Place near perimeter to maximize access to natural light.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List

Workstation Legend

- 42" H Workstation Panel with 6" glass panel on spine
- 1 24"D x 72" W Worksurface
- 2 Clamp-on surface mount duplex outlet + (2) USB charging ports
- 3 NOT USED
- 4 Mobile Box/File Pedestal (Lockable)
- 5 NOT USED
- 6 NOT USED
- 7 NOT USED
- 8 NOT USED
- 9 NOT USED
- 10 NOT USED
- 11 NOT USED
- 12 New Task Chair

Furniture, Fixtures and Equipment List

Accessories

Dual Single Post Monitor Arm with grommet mount	1 each
Name Plate Holder with name and title	1 each
Keyboard Tray	1 each
Task Light	1 each

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
---	--------

Notes

- 1. The Lessor shall accommodate the thickness of the systems furniture panels.
- 2. Data/Telecom outlet category 6 cable quantities shown in () at each outlet.
- 3. The overall (OA) dimension provided is the interior clearance dimension.

5.3.3 Room Data Sheets DCSA

Individual Work Space
DCSA.100.3

Office Type 1

100 SF

Private offices shall be designed to accommodate (1) individual seated at a desk. These spaces are to be utilized by individuals who require higher privacy for meetings and phone calls. Glass walls provide visibility to the open office, and allow daylight to penetrate through. Glass walls to have privacy film. Doors shall be lockable. All Private Offices to have an STC rating of 45 minimum.

Minor adjustments may be required to accommodate a wheelchair user in order to provide adequate turn radius.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Private Office Legend

- 1 30"D x 54" W Elect. Height Adjustable Worksurface
- 2 Clamp-on surface mount duplex outlet + (2) USB charging ports
- 3 Modesty panel below
- 4 Free-standing 3H Lateral File Storage with (2)H storage cabinet with doors above Box/File Pedestal
- 5 Mobile B/B/F Pedestal (Lockable)
- 6 NOT USED
- 7 Desk-height static worksurface
- 8 NOT USED
- 9 NOT USED
- 10 NOT USED
- 11 NOT USED
- 12 ADA Turn Radius
- 13 New Guest Chair
- 14 New Task Chair
- 15 Coat Hook
- 16 Glass magnetic markerboard

Accessories

Task Light 1 each

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors 1 each

Desktop Printer 1 each

Notes

- 1. Dimensions are interior clear dimensions between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
- 2. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
- 3. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
- 4. Size of room may change based on the site and is to be determined at planning stage.

5.3.3 Room Data Sheets **DCSA**

Individual Work Space
DCSA.100.3

Office Type 1

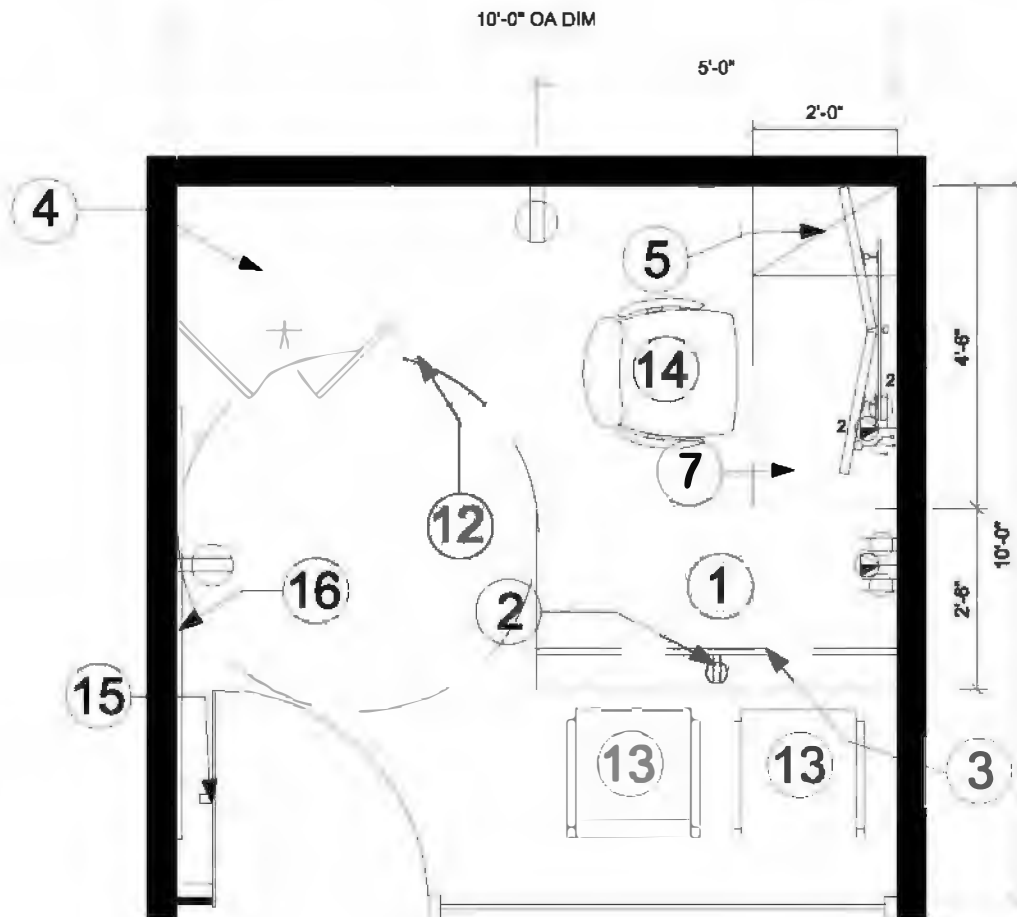
100 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Monitor placement is arranged to accommodate guest chairs and is intended for planning purpose only. Final layout of space shall assume that monitors are to be placed over height-adjustable worksurface.

Floor Plan

Not to scale



5.3.3 Room Data Sheets **DCSA**

Individual Work Space
DCSA.150.4

Office Type 2

150 SF

Private offices shall be designed to accommodate (1) individual seated at a desk, with space for (2) additional guests. These spaces are to be utilized by individuals who require higher privacy for meetings and phone calls. Glass walls provide visibility to the open office and allow daylight to penetrate through. Glass walls to have privacy film. Doors shall be lockable. All Private Offices to have an STC rating of 45 minimum.

DCSA requires four offices (2 Field Ops, 1 Facilities, 1 Physical Security) at 150 SF to have cable TV capability. Retirement Services require all designated offices at 150 SF to have TV.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Private Office Legend

- ① 30"D x 72" W Elect. Height Adjustable Worksurface
- ② Clamp-on surface mount duplex outlet + (2) USB charging ports
- ③ Modesty panel below
- ④ NOT USED
- ⑤ Mobile B/B/F Pedestal (Lockable)
- ⑥ Freestanding File/File Pedestal (Lockable)
- ⑦ Desk-height static worksurface
- ⑧ Overhead storage with doors + Task Light with toggle switch
- ⑨ NOT USED
- ⑩ 36" wide (2) drawer lateral file
- ⑪ Filler panel below surface
- ⑫ ADA Turn Radius
- ⑬ New Guest Chair
- ⑭ New Task Chair
- ⑮ Coat Hook
- ⑯ Glass magnetic markerboard
- ⑰ TV with AV connection below at wall (when applicable)

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
Desktop Printer	1 each

Notes

1. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
2. Dimensions are interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
4. Size of room may change based on the site and is to be determined at planning stage.

5.3.3 Room Data Sheets **DCSA**

Individual Work Space
DCSA.150.4

Office Type 2

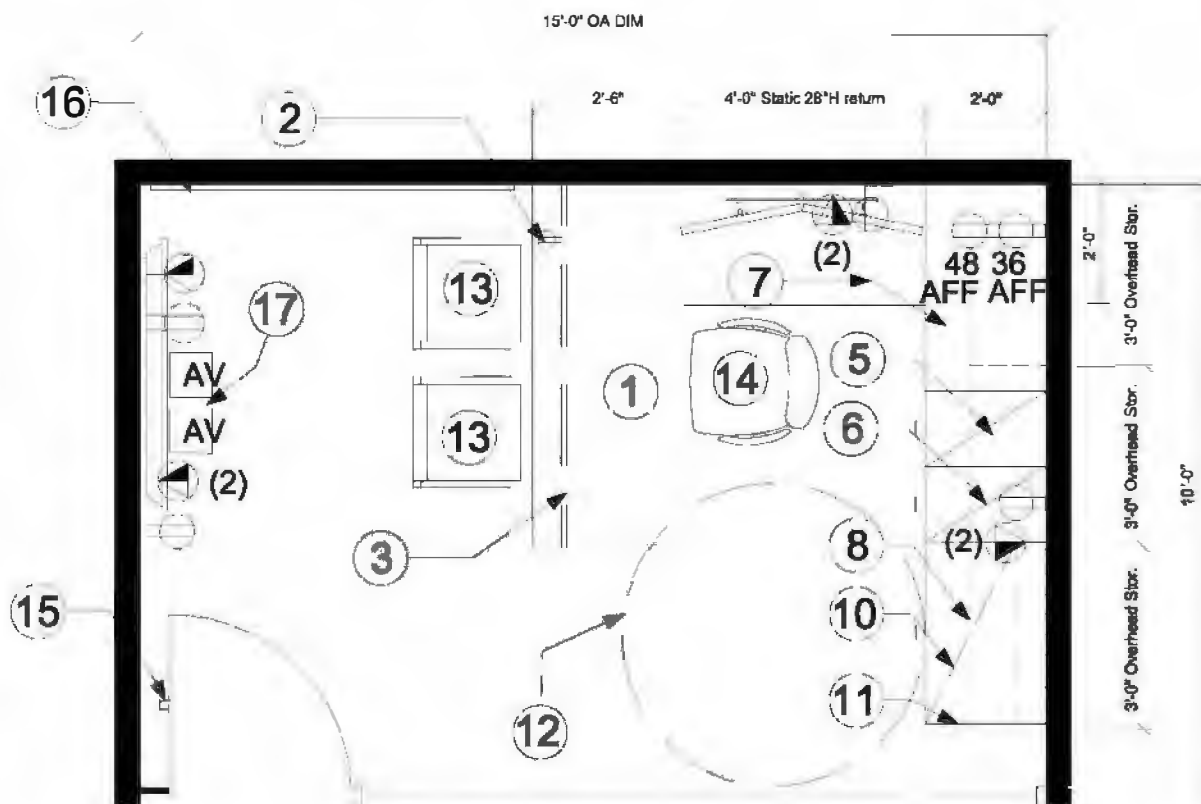
150 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Monitor placement is arranged to accommodate guest chairs and is intended for planning purpose only. Final layout of space shall assume that monitors are to be placed over height-adjustable worksurface.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Individual Work Space
DCSA.200.5

Office Type 3

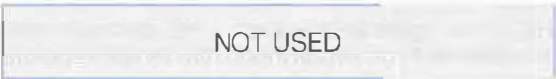
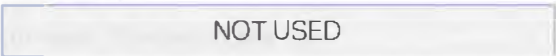
200 SF

Private offices shall be designed to accommodate (1) individual seated at a desk, with space for a 4-person collaboration table and (2) additional guest chairs. These spaces are to be utilized by individuals who require higher privacy for meetings and phone calls. Glass walls provide visibility to the open office and allow daylight to penetrate through. Glass walls to have privacy film. Doors shall be lockable. All Private Offices to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Private Office Legend

- ① 30"D x 72" W Elect. Height Adjustable Worksurface
- ② Clamp-on surface mount duplex outlet + (2) USB charging ports
- ③ Modesty panel below
- ④  NOT USED
- ⑤ Mobile B/B/F Pedestal (Lockable)
- ⑥ Freestanding File/File Pedestal (Lockable)
- ⑦ Desk-height static worksurface
- ⑧ Overhead storage with doors + Task Light with toggle switch
- ⑨  NOT USED
- ⑩ 36" wide (2) drawer lateral file
- ⑪ Filler panel below surface
- ⑫ ADA Turn Radius
- ⑬ New Guest Chair
- ⑭ New Task Chair
- ⑮ Coat Hook
- ⑯ Glass magnetic markerboard
- ⑰ TV with AV connection below at wall
- ⑱ 48" Diameter Table

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
Desktop Printer	1 each

Notes

1. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
2. Dimensions are interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
4. Size of room may change based on the site and is to be determined at planning stage.

5.3.3 Room Data Sheets **DCSA**

Individual Work Space
DCSA.200.5

Office Type 3

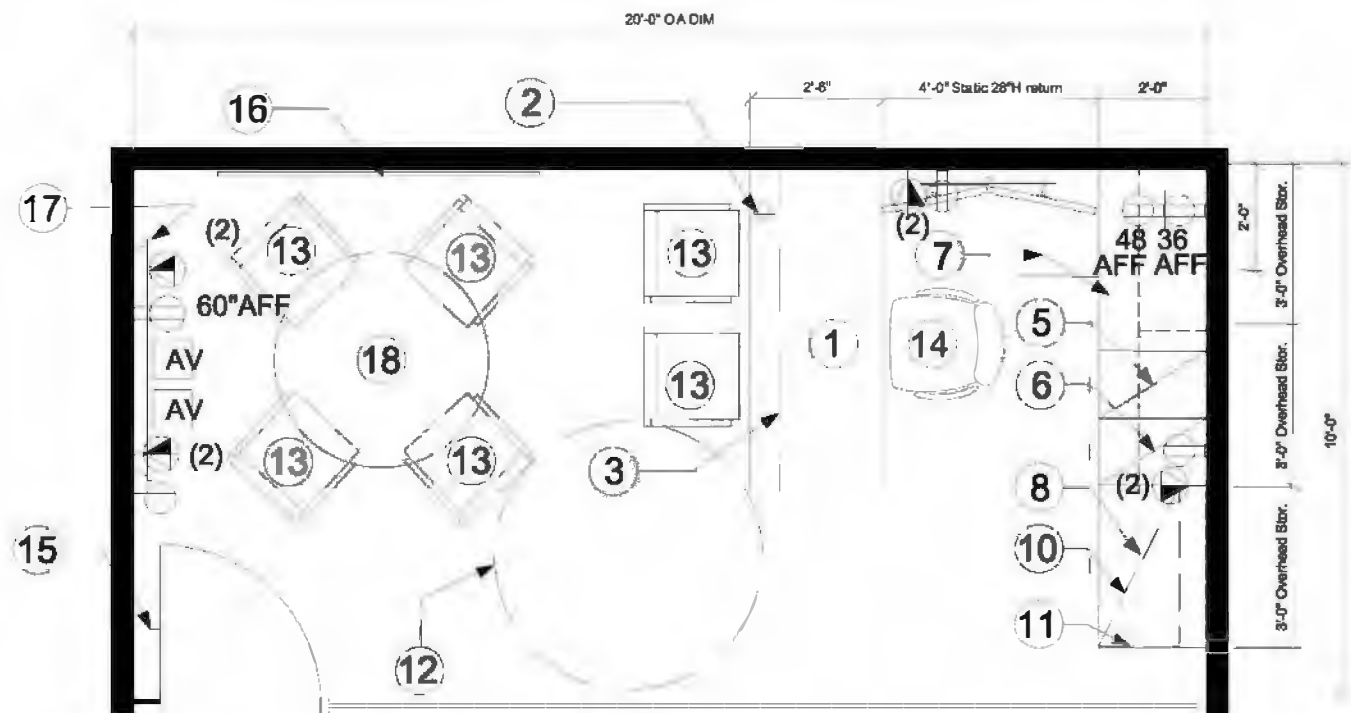
200 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Monitor placement is arranged to accommodate guest chairs and is intended for planning purpose only. Final layout of space shall assume that monitors are to be placed over height-adjustable worksurface.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Individual Work Space
DCSA.250.6

Office Type 4 – Deputy Director

250 SF

Private offices shall be designed to accommodate (1) individual seated at a desk, with space for 6-person collaboration table and (2) additional guest chairs. This space is to be utilized by Deputy Directors and above. Glass walls provide visibility to the open office and allow daylight to penetrate through. Glass walls to have privacy film. Doors shall be lockable. All Private Offices to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Private Office Legend

- ① 30"D x 72" W Elect. Height Adjustable Worksurface
- ② Clamp-on surface mount duplex outlet + (2) USB charging ports
- ③ Modesty panel below
- ④ NOT USED
- ⑤ Mobile B/B/F Pedestal (Lockable)
- ⑥ Freestanding File/File Pedestal (Lockable)
- ⑦ Desk-height static worksurface
- ⑧ Overhead storage with doors + Task Light with toggle switch
- ⑨ NOT USED
- ⑩ 36" wide (2) drawer lateral file
- ⑪ Filler panel below surface
- ⑫ ADA Turn Radius
- ⑬ New Guest Chair
- ⑭ New Task Chair
- ⑮ Coat Hook
- ⑯ Glass magnetic markerboard
- ⑰ TV with AV connection below at wall, VTC capable
- ⑱ 60" Diameter Table

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
Desktop Printer	1 each

Notes

1. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
2. Dimensions are interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
4. Size of room may change based on the site and is to be determined at planning stage.

5.3.3 Room Data Sheets **DCSA**

Individual Work Space
DCSA.250.6

Office Type 4 – Deputy Director

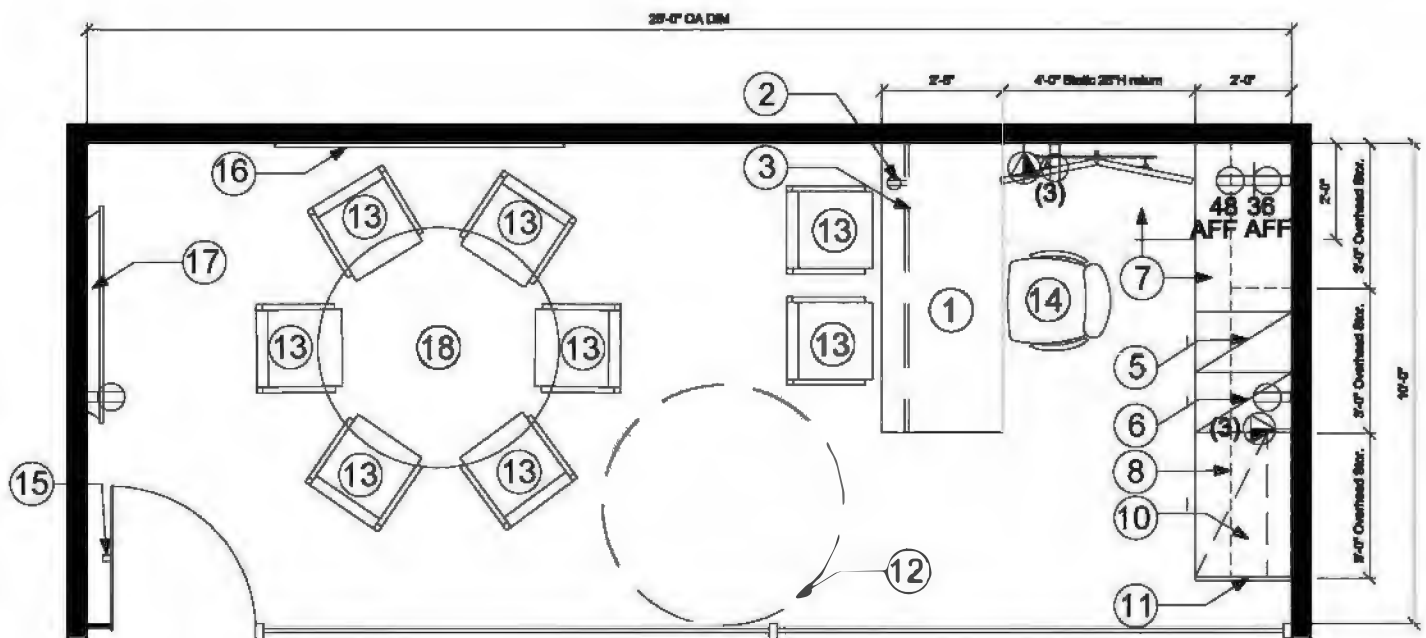
250 SF

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Monitor placement is arranged to accommodate guest chairs and is intended for planning purpose only. Final layout of space shall assume that monitors are to be placed over height-adjustable worksurface.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Support Space
DCSA.100.7

Pantry/Vending

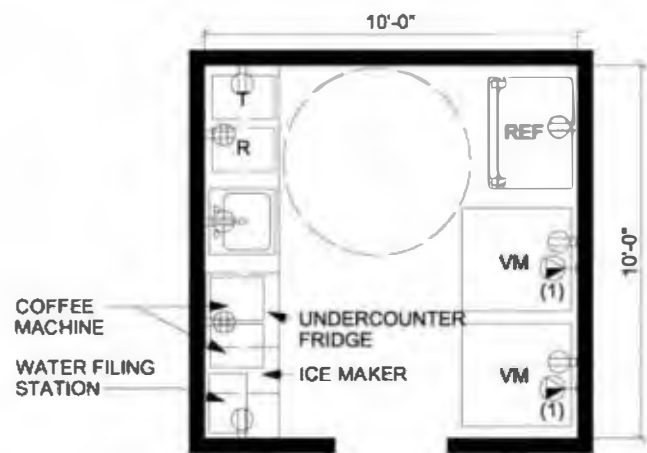
100 SF

An enclosed or semi-enclosed space to serve as a destination for refreshments, food preparation, vending machines, coffee machines, trash and recycling bins. Some enclosure is necessary to reduce transmission of noise and smells into the workplace.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List	
Accessories	
Trash Receptacle	1 each
Recycle Bin	1 each
Plumbing Fixtures	
21" W Sink with faucet (LF/LI)	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan and as required by equipment.	
Coffee Maker (with water line)	2 each
Ice Machine	1 each
Vending Machine (VM)	2 each
Refrigerator/Freezer (with water line)	1 each
Under counter Fridge	1 each
Water Filling Station	1 each

- Notes
1. Refer to section 6.4 for architectural and engineering requirements, if applicable.

2. Dimensions are taken at the centerline of the partition. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.

3. Length of cabinets, shelf and countertop are approximate. Lessor shall adjust dimension based on clear dimension of room. Depth and mounting height of shelf is approximate. Lessor shall adjust dimension based on Government requirements.

4. Lessor shall coordinate the power sources and water lines with the location of the sink and equipment.

5. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.

6. Provide inline filter for coffee maker, ice machine, refrigerators and water filling station.

7. Provide direct exhaust or Pantry

5.3.3 Room Data Sheets

Support Space
DCSA.150.8

Print/Supply Area

150 SF

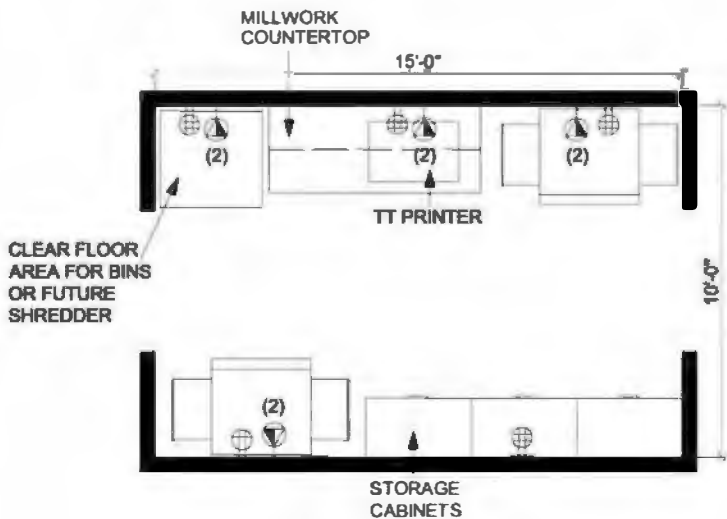
The print areas will be combined with supply rooms and be dispersed throughout all departments. Equipped with all-in-one printers, network printers (TT) and paper/supply storage.

Exact equipment type and quantity to be determined based on departmental needs.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List

Storage

18"D x 36"W 5H Lockable Storage Cabinet	3 each
Millwork Countertop with Base/Wall Cabinets.	1 each
Clear floor area for recycling bin	

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan.

Multi Functional Printer	1-2 each
Table Top (TT) Printer (Network or Remote)	1-2 each
220v outlet for future shredder	2 each

Notes

1. Refer to section 6.4 for architectural and engineering requirements, if applicable.
2. Dimensions are approximate interior clearances. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
4. Provide blocking for overhead storage millwork as required.
5. Provide direct exhaust for Print Room.

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.200.9

IT Test Room

200 SF

The IT Test Room is maintained by IT. It is mainly used as a staging and testing room as well as a secured storage for computers and any other IT equipment. The computers are stored in open shelving units. In addition, there will be a workbench used by technicians to service computers and any other equipment necessary.

Furniture, Fixtures and Equipment List	
Worksurface	
Workbench	1 each
Seating	
Task Chair	4 each
Storage	
Open Shelving Units	2 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Provide counter height continuous power/data outlets along the worksurface or integrated into the workbench furniture	
Open shelving to have connection to power/data	
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	
2. Provide both temperature and relative humidity control.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.1300.10

IT Print Room

1,300 SF

An enclosed room that accommodates space for (3) contractor workstations, (2) large format printers, (3) Table top printers and paper/supply storage.

Refer to Workstation Type 4 Room Data Sheet for individual workspace requirements.

Furniture, Fixtures and Equipment List	
Storage	
Millwork Countertop with Base and Wall Cabinets	
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Xerox Pocutech 180 HLC Printer	2 each
(TT) Epson DFX-9000 Printer	3 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	
2. Provide dedicated exhaust for Print Room and independent temperature control.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.500.11

Poster Room

500 SF

Poster room is an enclosed room for making posters. It requires adjacency to Executive Secretariat office space for ease of transporting supplies, conducting and completing projects.

Specific layout coordination of the listed equipment specification current to the design process is critical. Maximize layout space and storage of supplies and confirm required adjacency of the equipment.

Furniture, Fixtures and Equipment List	
Tables	
8' Folding Table	1 each
Storage	
Millwork Countertop with Base and Wall Cabinets	
Misc.	
Poster Cutter (wall-mounted)	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Add provisions for minimum (2) 220 V power in addition to 110 V power and LAN connection.	
Plotter	1 each
Lamination Machine	2 each
Poster Mounting Machine	1 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	
2. Provide dedicated exhaust for equipment.	

5.3.3 Room Data Sheets **DCSA**

Support Space
DCSA.500.12

Security Waiting/ CAC Production Area

500 SF

A waiting area directly outside of the physical security work space and includes a CAC Production Area for badge processing and production. Requires lockable doors.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

Desk	2 each
Side Table	1 each

Seating

Task Chair	2 each
Guest Chair	2 ea ch
Lounge Chair	5 each

Storage

Millwork Countertop with Base Cabinets	
--	--

Accessories

Privacy Screen	2 each
----------------	--------

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.

Courtesy Phone	1 each
Badge Printer	2 each
Scanner	2 each
Camera	2 each
Laptop	2 each
Desktop Computer	2 each

Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Provide CO2 Sensor and independent temperature control.

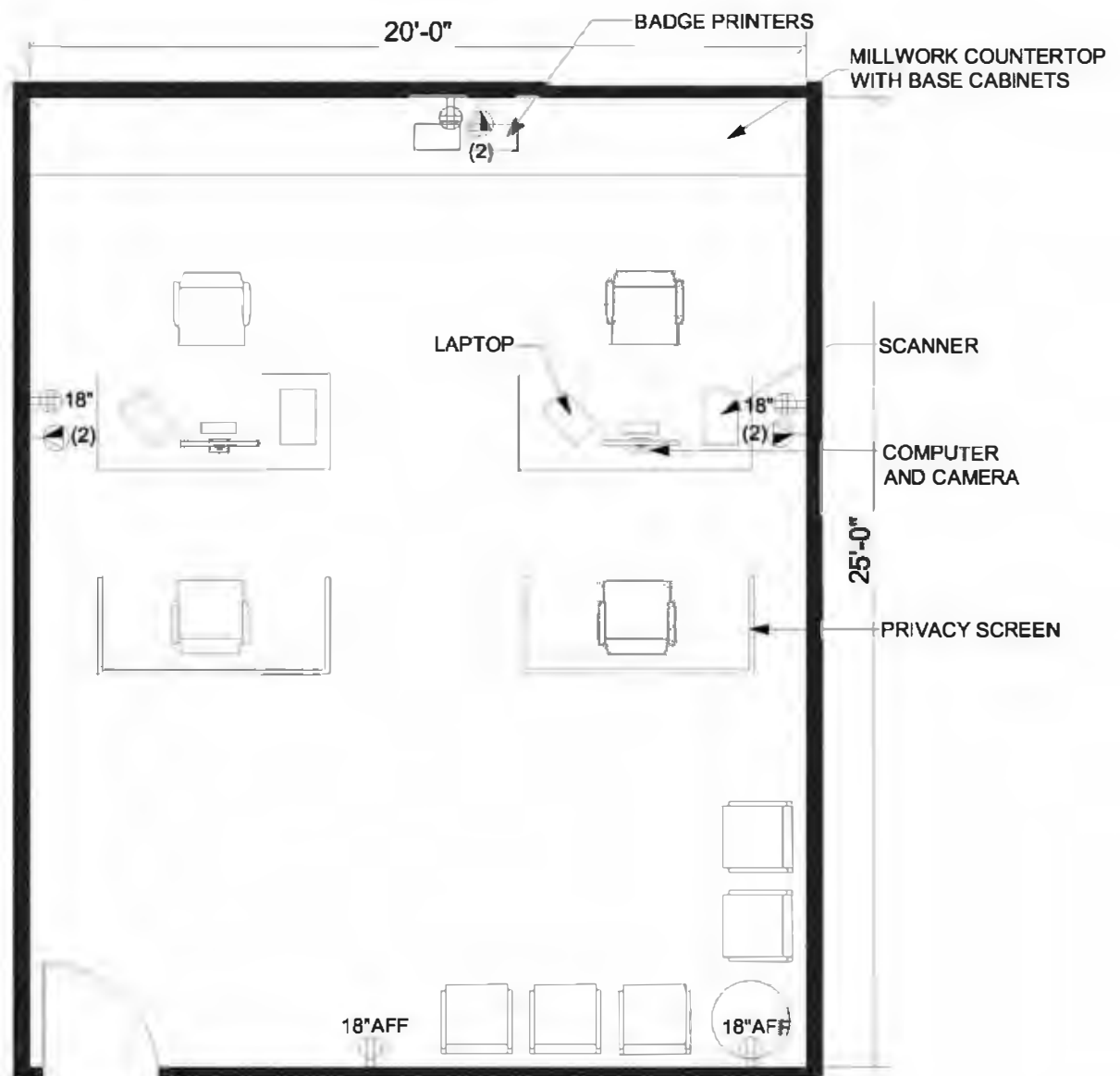
5.3.3 Room Data Sheets **DCSA**

Support Space
DCSA.500.12

Security Waiting/ CAC Production Area

500 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.



5.3.3 Room Data Sheets DCSA

Support Space
DCSA.60.13

Reception (HR)

60 SF

A small reception area dedicated to HR. It will house a receptionist and provides controlled access to the HR work space.

Furniture, Fixtures and Equipment List	
Tables	
6' x 6' Workstation Type 1 with ADA compliant transaction counter	1 each
Seating	
Task Chair	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
IWS/LAN workstation with one laptop, one docking station and two 24" monitors	1 each
Phone	1 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	

5.3.3 Room Data Sheets

Support Space
DCSA.100.14

Control Center 2

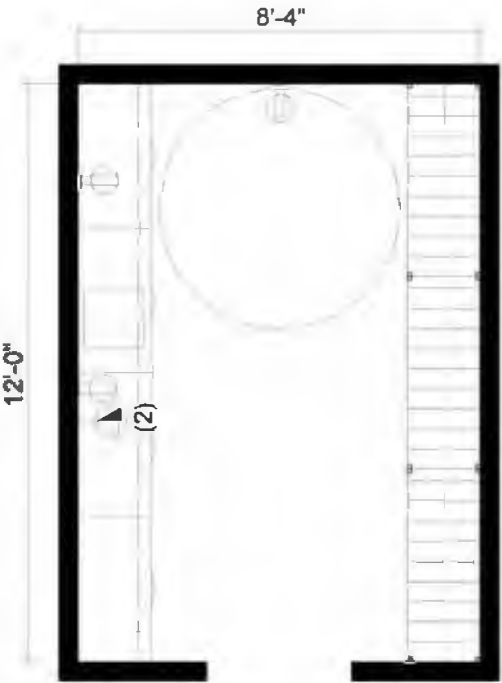
100 SF

Control Center 2 includes shelves, filing cabinets and overhead storage for mail bins.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List	
Storage	
18" D x 48" L Shelves	3 each
18"D x 36"L 5H Filing Cabinets	4 each
36" W Overhead Millwork Storage	4 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan.	
Copy/Fax Machine	1 each

- Notes**
- 1. Refer to section 6.4 for architectural and engineering requirements, if applicable.
 - 2. Dimensions are taken at the centerline of the partition. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
 - 3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
 - 4. Temperature and relative humidity control required.

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.300.15

Finger Print Room

300 SF

Finger Print Room processes the hard copy prints received then they get scanned for the FBI. Includes multiple workstations, each supporting a scanner and desktop computer. No one sits in the room full time.

It is also preferred that the Finger Print Room is located near the DCSA Mailroom.

Furniture, Fixtures and Equipment List	
Tables	
Desk	Min. 4 each
Seating	
Task Chair	Min. 4 each
Storage	
Tall Storage Cabinets	2 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Epson Scanner (model EU-45)	4 each
Flatbed Scanner	2 each
Desktop Computer	5 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.500.16

Limited (Access) Area

500 SF

Limited (Access) Area requires badge access and must be separate and independent. It includes an area for (2) Microfiche Machines, and enclosed Microfiche room as well as a Darkroom.

The Darkroom requires a water filtration system as well as separate ventilation.

Furniture, Fixtures and Equipment List

Storage

Chemical Storage (Darkroom)	1 each
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Misc.

Sink (Darkroom)	1 each
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Fume Hood (Dark Room)	1 each
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Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.

Multi Functional Printer	1 each
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Microfiche Machines	2 each
---------------------	--------

Enclosed Microfiche Machines	2 each
------------------------------	--------

Eraser Machine	1 each
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Splicer Machine	1 each
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Kodak Prostar archive processor (Darkroom)	1 each
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Exttek silver film duplicator (Darkroom)	1 each
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Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Provided dedicated exhaust for room and independent temperature control.
3. Provide water filtration system to serve equipment.

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.2500.17

Retention

2,500 SF

Retention area stores hardcopy files. They keep the hardcopy for 30 days after scanning before destroying.

Retention shall be located near mailroom and also have a staging area directly outside for approximately (27) shredder bins.

Furniture, Fixtures and Equipment List	
Workstations	
5' x 5' "Data Station" Workstation	4 each
Storage	
Shelving Units	Approx. 280
Shredder Bins (located right outside retention)	Approx. 27 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Desktop Computers	4 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA6250.18

Imaging (Scanning/Slicing/Microfilm)

6,250 SF

Imaging is a combined area for support contractors to use high-speed scanners, copy, slice and prepare files. It also includes an area for microfilm storage (10'x10'). Embedded within support contractor workstations and adjacent to files.

Furniture, Fixtures and Equipment List	
Storage	
10' W x 10' L GEMTRAC Microfilm Storage	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Kodak I7300 Scanner (TT)	9 each
Kodak Imaging Scanner (TT)	10 each
Multi Functional Printer	As needed
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	
2. Provide dedicated exhaust for room and independent temperature control.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.600.19

Reception

600 SF

The Reception area is the main entry point and provides an area for visitors to sign in and wait before being escorted into Government space. Adjacent to Interview Rooms, which can be found in the Meeting Room Data Sheet Section.

Furniture, Fixtures and Equipment List	
Tables	
Reception Desk for (2) people	1 each
Seating	
Task Chair	2 each
Lounge Chair	Min. 4 each
Coffee Table	1 each
Side Table	2 each
Accessories	
Branding: Seals/Flags and Signage	
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Switchboard Phone	2 each
Printer	1 each
Fax Machine	1 each
(1) Monitor, (1) Laptop	2 each
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	

5.3.3 Room Data Sheets DCSA

Support Space
DCSA.300.20

Mother’s Room

300 SF

Consistent with Section 4207 of the Patient Protection and Affordable Care Act, Federal agencies are required to provide a reasonable break time for female employees to express breast milk as needed for their nursing child for 1 year after the child's birth. Federal agencies must provide a place for lactation, other than a bathroom, that is shielded from view and free from intrusion from coworkers and the public.

Based on DCSA’s female population (percentage provided by GSA during planning) it is required that the Mother's Room provide six individual stations for nursing mothers. Each station shall have a lockable door and occupancy indicator. The multi-station room shall also include, lockers, storage for cleaning supplies, and refrigeration storage. In a multi-station lactation room, provide a minimum of one sink per three stations.

Furniture, Fixtures and Equipment List	
Furniture	
Furniture and equipment requirements to be confirmed with DCSA department through design development.	
Lounge Chair	6 each
Side Table/Worksurface	6 each
Storage	
Lockers	6 each
Storage for cleaning supplies and paper towels	
Misc.	
Towel Dispenser	1 each
Trash/ Recycling Receptacle	1 each
Mirror	1 each
Bulletin Board	1 each
Sink	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Undercounter Fridge	
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	

5.3.3 Room Data Sheets **DCSA**

Special Space
DCSA.1420.21

SCIF – Special Space

1,420 SF

The SCIF (*Sensitive Compartmented Information Facility*) includes a conference room, workstations and (2) additional hoteling workstations. Individual Workstation requirements and allocated area are represented in Individual Work Space.

SCIF will require appropriate power supply and data/network connectivity. Additional server room will be required to house system components with appropriate space separation (3' apart) due to security requirements. The new SCIF will be designed to ICD 705 Standard.

Each occupant will have (3) computers assigned each – (1) classified, (1) unclassified, and (1) top-secret computers. While they can share the same pair of monitors, the two computers must be placed 3' apart on their desks and may require adjustment to the typical workstation layout.

Other special requirements include:

- Access controlled and limited cleared personnel
- Vestibule to include sign-in, flush-mount cellphone lockers, alarm station for entry access and camera outside for uncleared personnel.
- Counter Intelligence Group must be isolated from rest of SCIF area and require secure/lockable door.
- Preferably located in basement away from heavy foot traffic.
- Electrical to plan for extra receptacles for secured and unsecured computers which will require to be physically apart.

Furniture, Fixtures and Equipment List

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.

Multi-functional printer	3 each
Paper Shredder	2 each
Fax Machine (in Conference Rm)	3 each
STE Phone	3 each
Satellite telephone base station	1 each

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video teleconferencing equipment.	(3) each - separate monitors, they cannot face each other
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Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. No ferrous metal within the room
3. Provide independent temperature control.
4. All electrical and data conduits shall enter into one single point in the SCIF. There shall be minimal wall penetrations.
5. Conduits and pathways shall be surface mounted on exterior walls to minimize penetrations.
6. Conduits serving the SCIF from the exterior shall be welded at joints and pullboxes shall be lockable. If data cables are not in conduit encryption shall be utilized.

5.3.3 Room Data Sheets **DCSA**

Special Space
DCSA.13150.22

DCSA Warehouse

13,150 SF

The DCSA storage warehouse is staffed and managed by Facility Services. The warehouse contains furniture, shredder bins, pallets of paper, IT equipment and other deliveries are received, staged, and stored here. The space requirements assumes an open, two-level (three-deep) pallet storage system with access for forklifts and pallet jacks. A separate, lockable space should be provided for the IT equipment storage.

The specific requirements for this space are provided in Section 6.4. Any deviation from these requirements should be approved by DCSA and an equivalent space provided (i.e. the size of the space should be increased if the ceiling height does not permit a two-level storage system).

The warehouse shall be located in close proximity to the loading dock and shall be separated and secured from the staff area.



Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Provide independent HVAC system with both temperature and relative humidity control.

5.3.3 Room Data Sheets

Special Space
DCSA.80.23

Tel/Comm Room

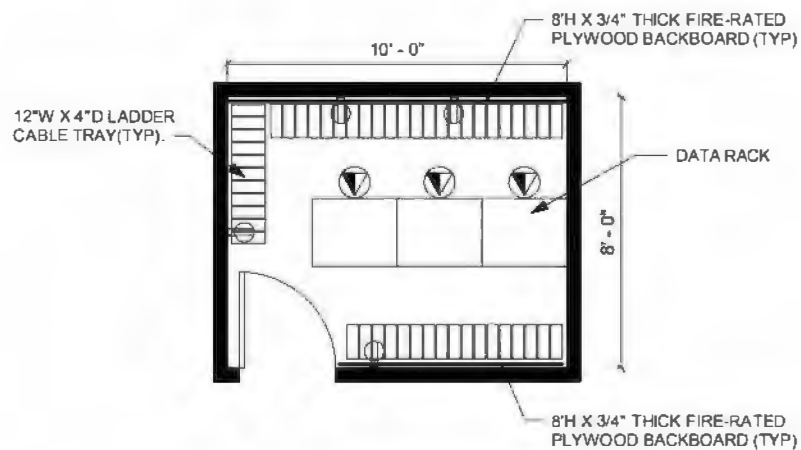
80 SF

A small room that encloses the telecommunications system.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List	
Storage	
Data Racks	3 each
Equipment	
8'H x 3/4" Thick Fire-rated Plywood Backboards	2 each
12" W x 4" D Ladder Cable Tray	50 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on	
Notes	

- 1. Refer to section 6.4 for architectural and engineering requirements, if applicable.
- 2. Dimensions are taken at the centerline of the partition. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
- 3. Provide an independent A/C split system for Tel/Comm Room. Report space temperatures through BAS system.

5.3.3 Room Data Sheets **DCSA**

Special Space
DCSA.7500.24

DCSA Mailroom

7,500 SF

(5,000 SF Main Processing Room + 2,500 SF Mailroom Contractor Individual Workspace)

A mail room dedicated to DCSA. Adjacent to mailroom support contractors and next to the loading dock. The main processing room requires (14) workstations, (1) with IT capability. Mailroom Contractor Individual Workspace numbers are reflected in the Support Contractor Program.

DCSA to confirm equipment type and quantity during design phases.

Furniture, Fixtures and Equipment List

Tables

Work Table	30 each
18" Table	1 each

Storage

Shelving Unit	13 each
Storage Lockers	6 each
File Cabinets	9 each
Mail-cabinet sorters	15 each
Large Rotating Shelving Unit	1 each
Tall Sliding Door Storage Cabinets	2 each
Desk-top scale	5 each

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.

Desktop Monitor	1 each
Laptop	2 each
Multi Function Printer	8 each
Desktop Printer	16 each
Doc Matrix Printer	1 each
Phone	1 each
Label Printer	20 each
Slicer Machine (model 206)	1 each
Insertor Machine	1 each
Sorter Machine	1 each
OPEX Machine	3 each
Pitney Bowes Postage Meter	1 each

Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Refer to section 6.4 for architectural and engineering requirements, if applicable.
3. Provide an independent HVAC system to serve the space and an emergency exhaust system with required sensors and manual push button.
4. Reference Appendix for Mail Room Facility Outline.

5.3.3 Room Data Sheets **DCSA**

Special Space
DCSA.1500.25

Facilities Security

1,500 SF

Facilities Security provide for the safety and security of the occupants of the building. It shall be located at ground level with direct access to the building lobby. In addition, it is preferred that Facilities Security be located near Reception.

DCSA noted that Facilities Security shall provide (1) Office Type 2 and (1) Workstation Type 1 dedicated to DCSA Physical Security.

Further planning requirements are unavailable at this time and should be determined in beginning phases of design.

5.3.3 Room Data Sheets DCSA

Special Space
DCSA.3500.26

Snack Bar/Dining Area

3,500 SF

In addition to products offered in prepackaged stands (vending machines, sundry stands and prepackaged snack-bar) this facility may include a limited range of food prepared on premise such as soups, salads, and cold sandwiches that are self and attendant served. A limited onsite snack bar includes food preparation on premise and requires sanitation inspections by certified sanitarian and may have attendants and an onsite manager.

Includes a 1,000 SF kitchen and serving area as well as 2,500 SF of dining space for staff to take a break and enjoy their lunch.

Furniture, Fixtures and Equipment List	
Tables	
Dining Tables as needed	
Seating	
Dining Chair	250 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.	
Notes	
1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.	
2. Refer to section 6.4 for architectural and engineering requirements.	
3. Provide inline water filters for refrigerators, coffee makers, etc.	
4. Provided independent temperature control.	

5.3.3 Room Data Sheets **DCSA**

Special Space
DCSA.1500.27

Health Unit (HHS)

1,500 SF

The Health Unit provides medical care to building occupants and visitors. Outpatient care and wellness counseling is provided on site. Additionally, the Health Unit also has a lactation room for nursing mothers and an office for the EAP.

HHS - Health Unit		1,500
Waiting Room	3 p	160 USF
Nurse Station/Reception	1 p	320 USF
Kitchen/Breakroom	-	100 USF
Storage/Supplies	-	88 USF
Allergy/Treatment Room	2 p	160 USF
Treatment Room (bedrest)	2 p	160 USF
Nursing Mothers Room	1 p	120 USF
EAP Counseling Room	2 p	192 USF
Lab	2 p	120 USF
Toilet Room (ADA)	1 p	80 USF

Furniture, Fixtures and Equipment List

Furniture

Furniture and equipment requirements to be confirmed with HHS department through design development.

Waiting Room - Lounge Chair	Min. 4 each
Nurses' Station - Task Chair	1 per nurse
Mother's Room - Lounge Chair	1 each
Treatment Room - Patient Chair	2 each
Treatment Room - Rolling Stool	2 each
Treatment Room - Bedside Table	2 each

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment.

Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Refer to section 6.4 for architectural and engineering requirements.
3. Provide 6 AC/hour for Treatment Room(s) with direct exhaust. Follow ASHRAE 170-2017 requirements.

5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.50.28

Huddle Room

50 SF

A small enclosed space designed to seat (2) individuals. It provides space for impromptu meetings, one-on-one collaboration or tasks requiring concentration.

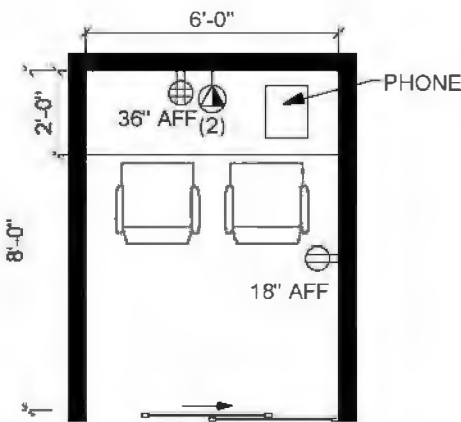
Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases

Floor Plan

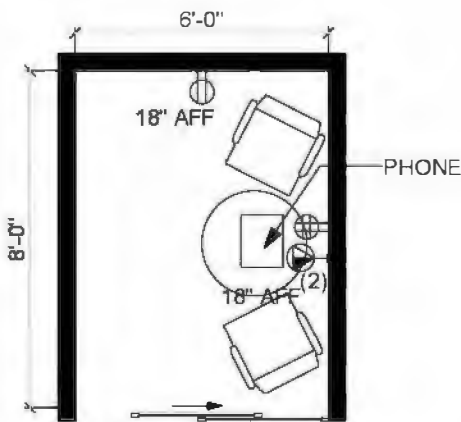
Not to scale

Furniture, Fixtures and Equipment List	
Tables	
24" D x 72" W Desk with grommet or 30" DIA Round Table	1 each
Seating	
Task Chair	2 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.	
Phone	1 each
Notes	

- 1. Dimensions are approximate interior dimensions between partitions. Provide adequate room to fit actual furniture. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
- 3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
- 4. Provide CO2 Sensor
- 5. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.



Option 1



Option 2

5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.250.29

Meeting Room 4

250 SF

A 10-person meeting room designed to host meetings, phone calls and tele/video conferencing. Locate near workstation clusters and in close proximity to enclosed offices. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

42" D x 72" W Conference Table	2 each
--------------------------------	--------

Seating

Conference Chair	10 each
------------------	---------

Storage

72" x 24" Furniture Credenza	1 each
------------------------------	--------

Accessories

Magnetic glass marker board	
-----------------------------	--

4' Fabric panel pin-up wall	
-----------------------------	--

Branding Wall: Seals and Lettering	
------------------------------------	--

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.

Wall-mounted flat screen television/monitor and mounting bracket	
--	--

Coaxial cable AV outlet, data/telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.	
---	--

Duplex receptacle low at +18" A.F.F.	
--------------------------------------	--

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video.	
--	--

Notes

1. Refer to Meeting / Conference sheet in section 6.4 for architectural and engineering requirements.
2. Dimensions are interior clearances between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
4. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
5. Provide header/blocking for demountable glass office partition and door.
6. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
7. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets **DCSA**

Meeting Space
DCSA.250.29

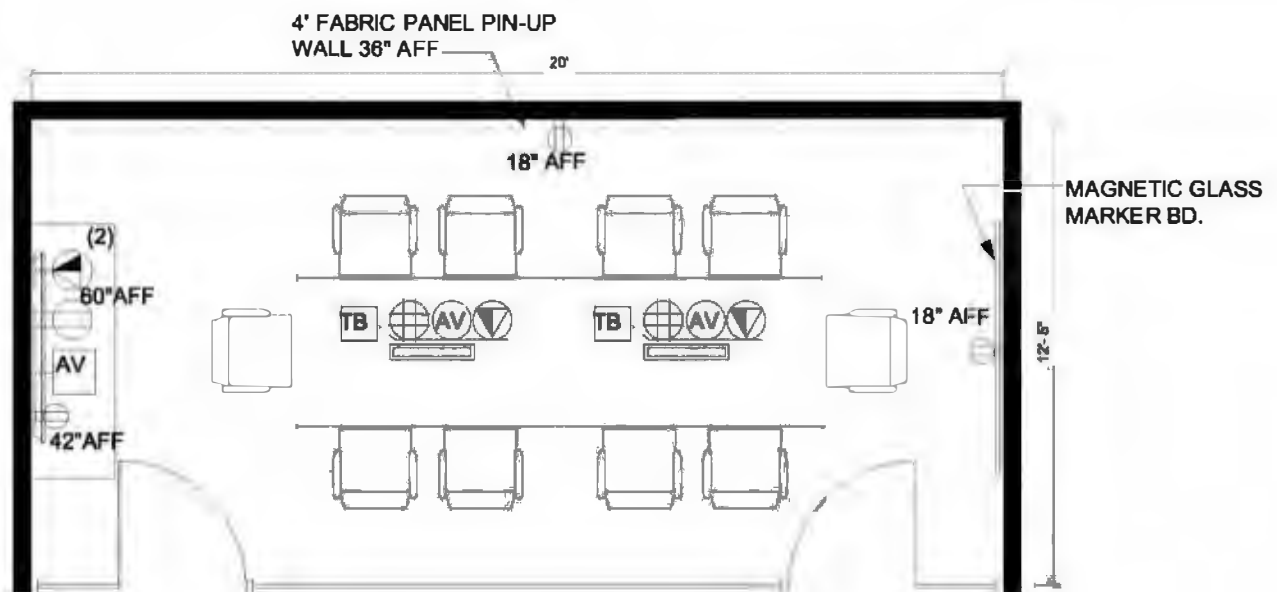
Meeting Room 4

250 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.500.30

Meeting Room 5

500 SF

A 20-person meeting room designed to host meetings, phone calls, tele/video conferencing and presentations. Locate centrally within the office preferably near reception/service desk in order to provide immediate access for invited guests. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

30"D x 72" W Table	6 each
--------------------	--------

Seating

Conference Chair	20 each
------------------	---------

Storage

Millwork Countertop with Base Cabinets	
--	--

Millwork Banquette Seating	
----------------------------	--

Accessories

Magnetic glass marker board	
-----------------------------	--

Fabric pin-up wall above seating	
----------------------------------	--

Branding Wall: Seals and Lettering	
------------------------------------	--

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan. Provide flush-mounted floor box(es) with (1) outlet and (1) data port per person. One floor box shall also have a telephone outlet (LF/LI).

Wall-mounted flat screen television/ monitor and mounting bracket	
---	--

Coaxial cable AV outlet, data telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.	
---	--

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video	
---	--

AV wall plate with AV connections for presenter. Connect wall plate to recessed wall box behind flat screen television/monitor when installed.	
--	--

Notes

1. Dimensions are interior clearances between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
2. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
4. Provide header/blocking for demountable glass office partition and door.
5. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
6. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets

Meeting Space
DCSA.500.30

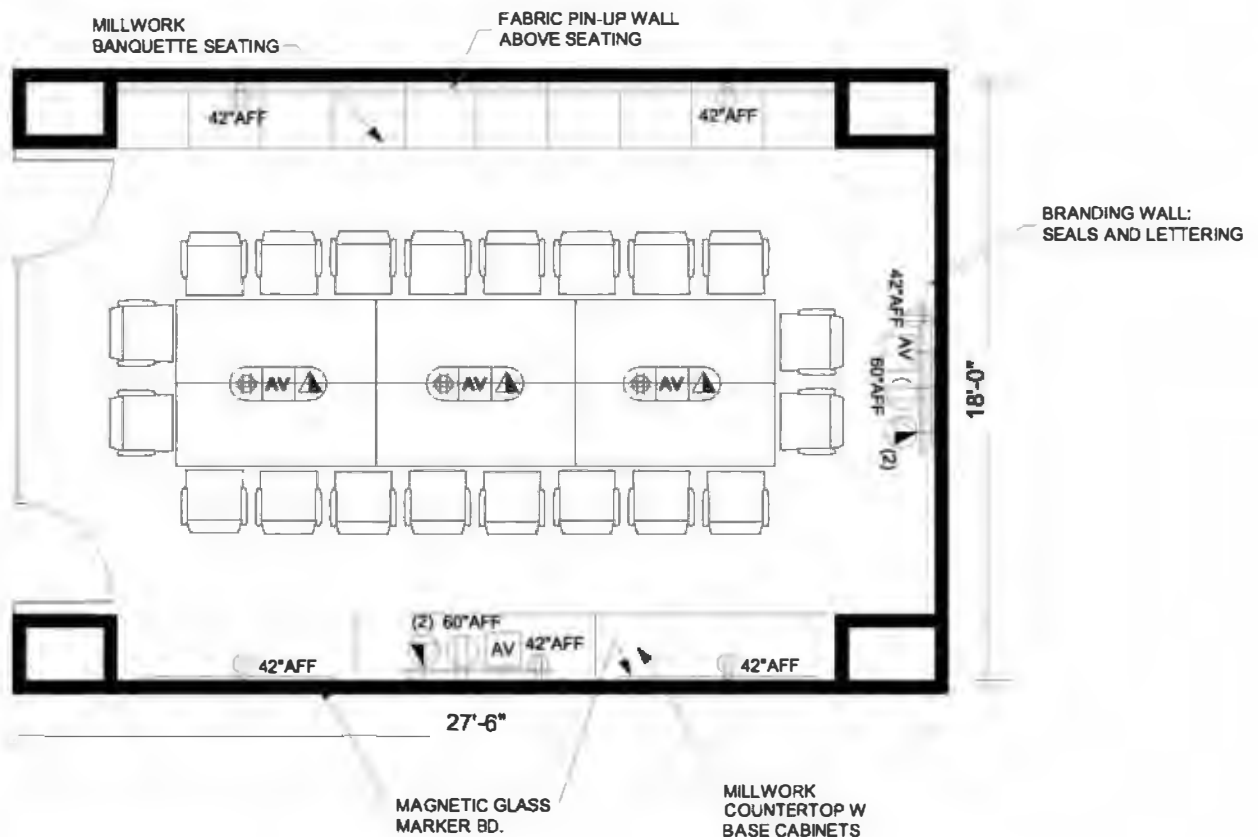
Meeting Room 5

500 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.100.31

Interview Room

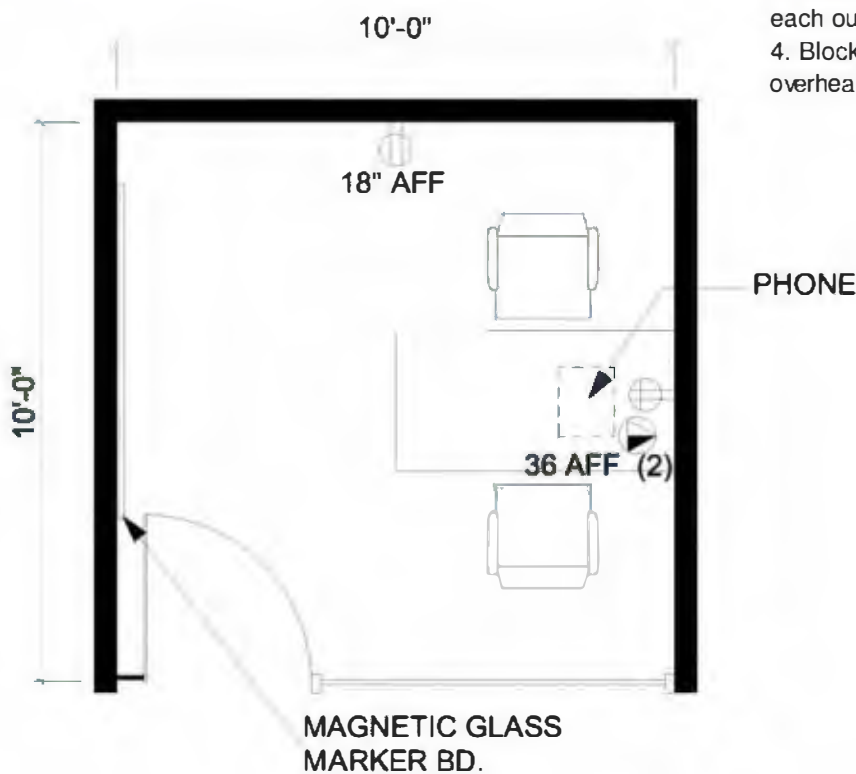
100 SF

A small enclosed space designed to seat (2) individuals. It provides space to conduct interviews. Locate next to lobby for immediate access for invited guests. Glass walls to have privacy film. Interview Rooms to have a STC rating of 50 at minimum.

Note: Layout for preliminary budgeting purpose only. Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



Furniture, Fixtures and Equipment List	
Table	
30"D x 60"W Table	1 each
Seating	
Task Chair	2 each
Accessories	
Magnetic glass marker board	1 each
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on the floor plan.	
Phone	1 each
Notes	

1. Dimensions are taken at the centerline of the partition. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
4. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.

5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.2500.32

Meeting Room 6

2,500 SF

A multi-functional meeting room that accommodates 100 individuals and is designed to host large meetings, gatherings and presentations. Locate centrally within the office preferably near entry in order to provide immediate access. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

Folding Tables as needed

Seating

Stackable Chair 100 each

Storage

Millwork Countertop with Base Cabinets

Furniture Storage

Accessories

Lectern

Magnetic glass marker board at movable partitions

Trash & Recycling bins

Branding Wall: Seals, Lettering and Flags

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan.

Provide flush-mounted floor boxes with (1) outlet and (1) data port per person. One floor box shall also have a telephone outlet (LF/LI).

Wall-mounted flat screen television/ monitor and mounting bracket

Coaxial cable AV outlet, data/telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.

Duplex receptacle low at +18" A.F.F.

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video

AV wall plate with AV connections for presenter. Connect wall plate to recessed wall box behind flat screen television/monitor when installed.

Notes

1. Dimensions are interior clearances between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
2. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
4. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
5. Check local codes for additional requirement for spaces that may be considered "Place of Assembly".
6. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets

Meeting Space
DCSA.2500.32

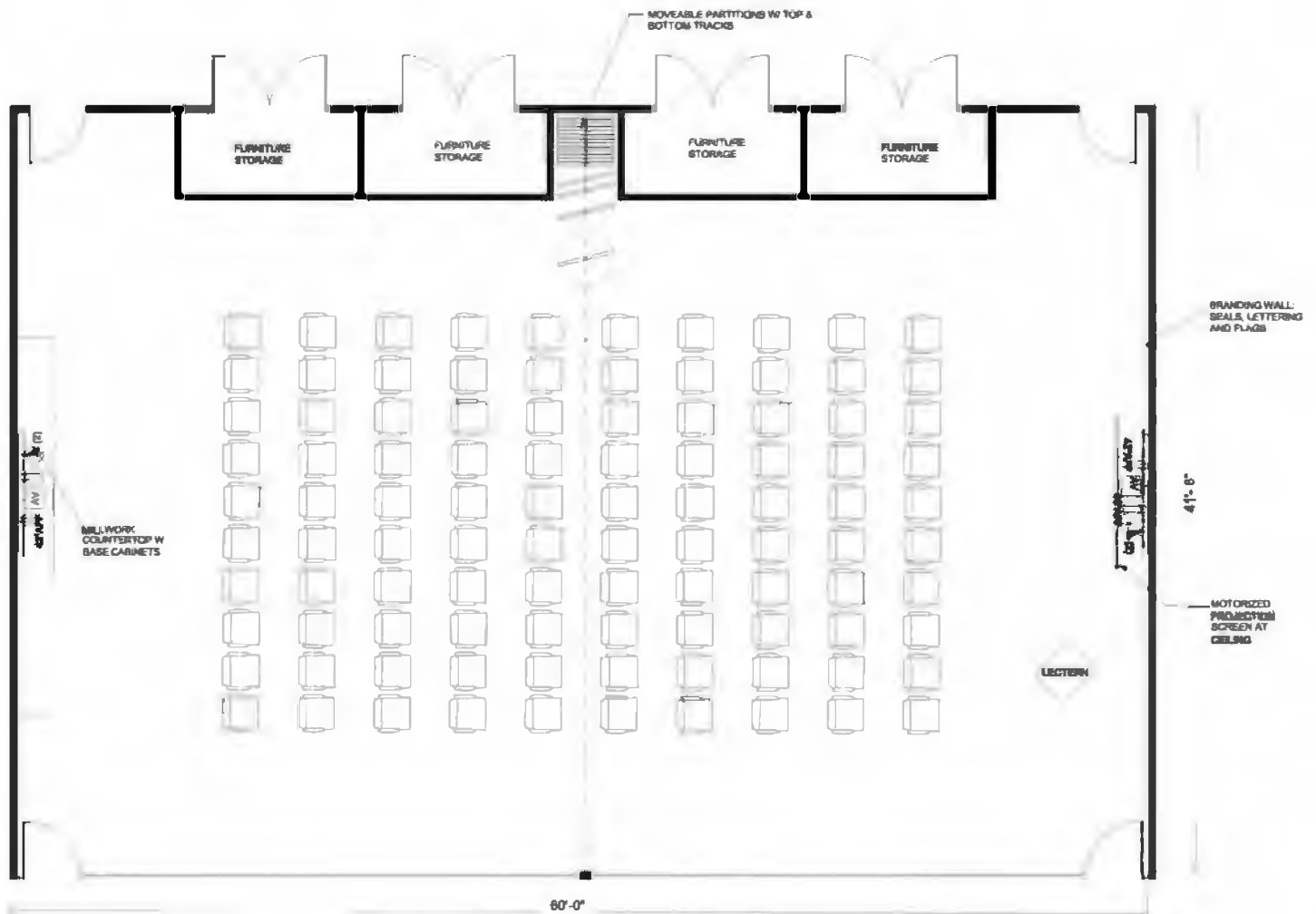
Meeting Room 6

2,500 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.600.33

Executive Conference Room

600 SF

A 20-person meeting room designed to host formal meetings and presentations. Locate near entry in order to provide immediate access for invited guests. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

72"D x 240"W Conference Table	1 each
-------------------------------	--------

Seating

Conference Chair	20 each
------------------	---------

Storage

Millwork Countertop with Base Cabinets	
--	--

Accessories

Branding Wall: Seals, Lettering and Flags	
---	--

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan. Provide flush-mounted floor box(es) with (1) outlet and (1) data port per person. One floor box shall also have a telephone outlet (LF/LI).

Wall-mounted flat screen television/monitor and mounting bracket	
--	--

AV wall plate with AV connections for presenter. Connect wall plate to AV head-end control equipment in telecommunications room. (GF/LI)	
--	--

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video	
---	--

Coaxial cable AV outlet, data/telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.	
---	--

Notes

1. Refer to Meeting / Conference sheet in section 6.4 for architectural and engineering requirements.
2. Dimensions are approximate interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
4. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
5. Provide blocking/header for demountable partitions as required.
6. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
7. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets **DCSA**

Meeting Space
DCSA.600.33

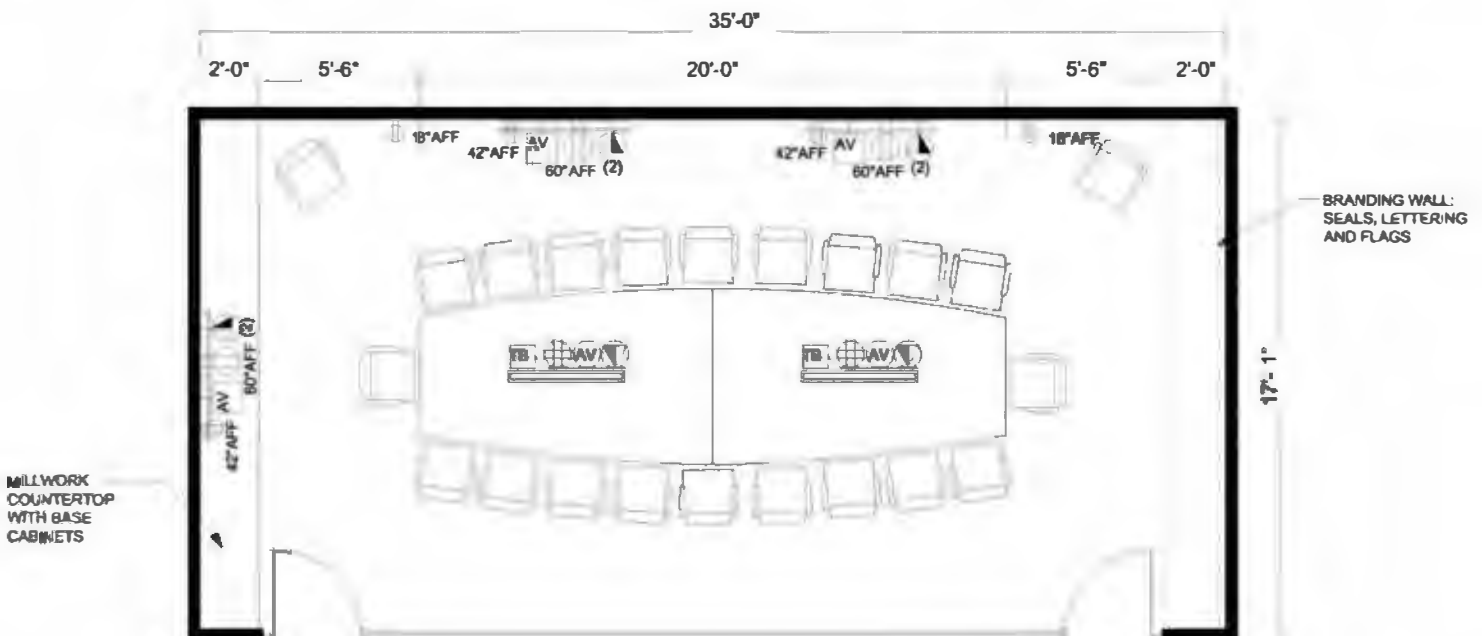
Executive Conference Room

600 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.400.34

Small Conference Room

400 SF

A 16-person meeting room designed to host internal meetings, tele/video conferencing and presentations. Locate centrally within the facility to allow accessibility by all departments. Consider locating doors off of open office area for acoustic privacy. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List	
Tables	
30"D x 60"W Table	6 each
Seating	
Conference Chairs	16 each
Storage	
24"D x 96"W Furniture Credenza	1 each
Accessories	
Magnetic glass marker board	
Branding Wall: Seals	
Electrical, Data/Telecom Devices & Equip.	
At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan. Provide flush-mounted floor boxes with a computer duplex electrical receptacle and two data outlets for every two people seated at the table. One floor box shall also have a telephone outlet.	
Wall-mounted flat screen television/ monitor and mounting bracket	
AV wall plate with AV connections for presenter. Connect wall plate to AV head-end control equipment in telecommunications room. (GF/LI)	
Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video teleconferencing equipment.	
Coaxial cable AV outlet, data telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.	

Notes

1. Refer to Meeting / Conference sheet in section 6.4 for architectural and engineering requirements.
2. Dimensions are approximate interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
4. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
5. Provide blocking/header for demountable partitions as required.
6. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
7. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets **DCSA**

Meeting Space
DCSA.400.34

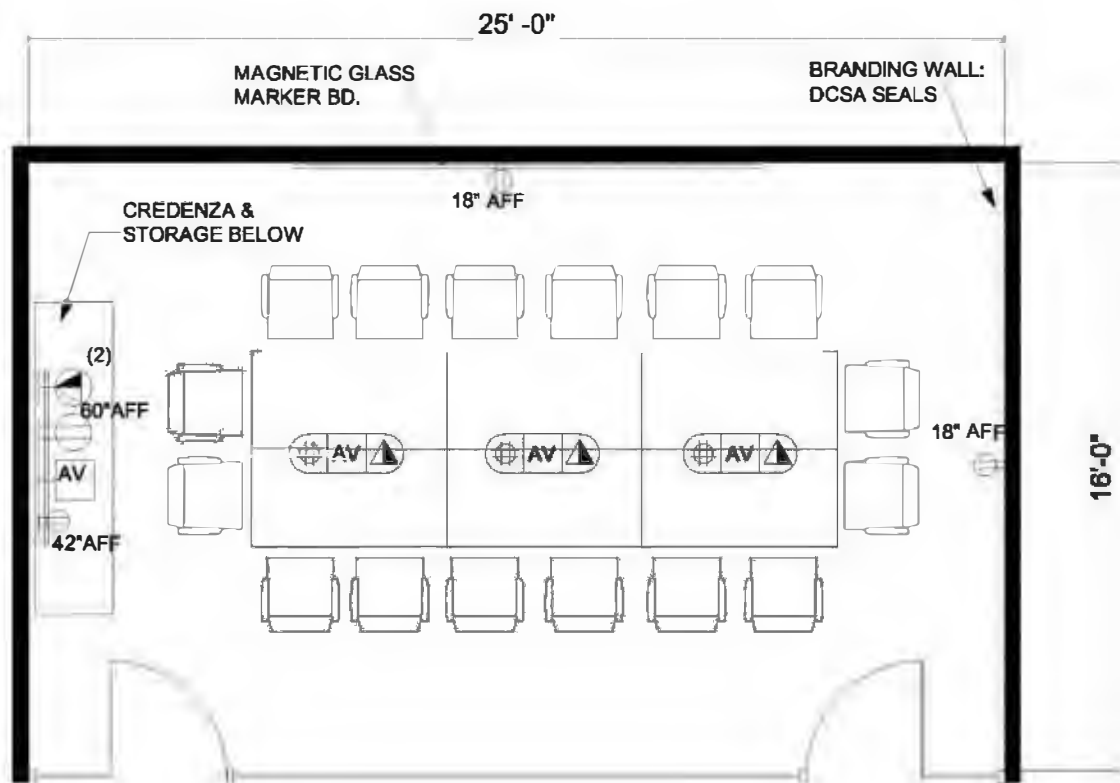
Small Conference Room

400 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.600.35

Medium Conference Room

600 SF

A 20-person meeting room designed to host internal meetings, tele/video conferencing and presentations. Locate centrally within the facility to allow accessibility by all departments. Consider locating doors off of open office area for acoustic privacy. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

30"D x 84"W Table 6 each

Seating

Conference Chairs 20 each

Storage

24"D x 108"W Furniture Credenza 2 each

Accessories

Magnetic glass marker board

Branding Wall: Seals and Lettering

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan.

Provide flush-mounted floor boxes with a computer duplex electrical receptacle and two data outlets for every two people seated at the table. One floor box shall also have a telephone outlet.

Wall-mounted flat screen television/ monitor and mounting bracket

AV wall plate with AV connections for presenter. Connect wall plate to AV head-end control equipment in telecommunications room. (GF/LI)

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video teleconferencing equipment.

Coaxial cable AV outlet, data telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.

Notes

1. Refer to Meeting / Conference sheet in section 6.4 for architectural and engineering requirements.
2. Dimensions are approximate interior clearance between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
3. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
4. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
5. Provide blocking/header for demountable partitions as required.
6. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
7. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets

Meeting Space
DCSA.600.35

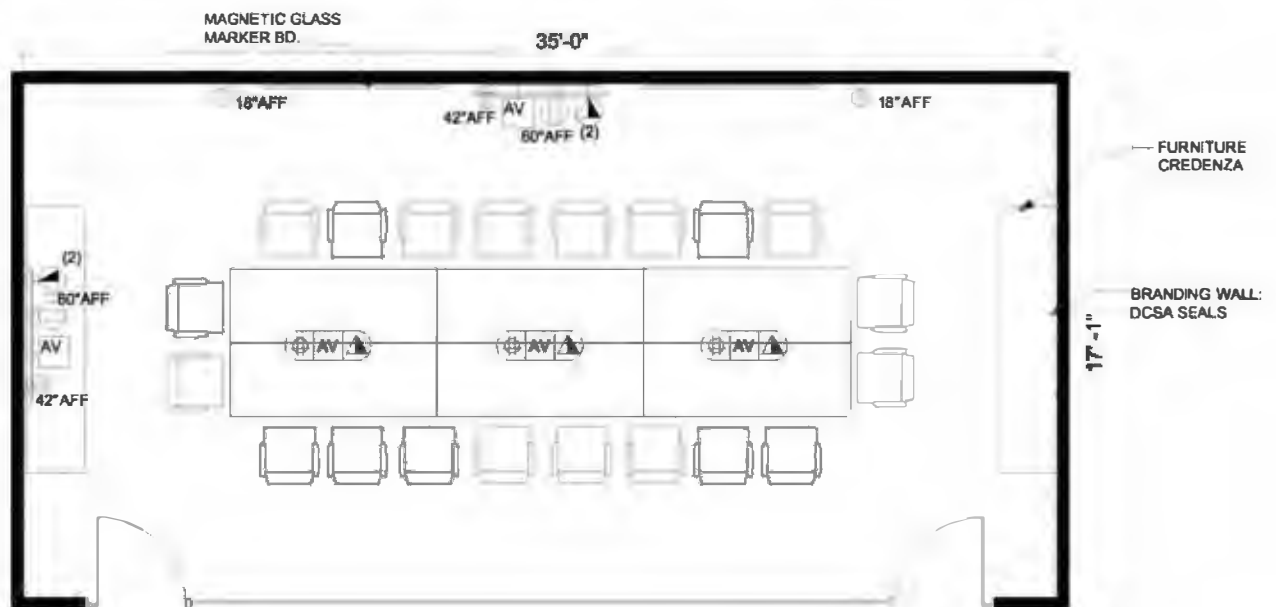
Medium Conference Room

600 SF

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.1000.36

Training Room

1,000 SF (500 SF when divided)

A divisible, classroom-style, training room with moveable partitions that seats up to 40 people when combined. It is used for trainings, meetings, tele/video conferencing and presentations. Locate centrally within the facility to allow accessibility by all departments. Consider locating doors off of open office area for acoustic privacy. Glass walls to have privacy film. All Meeting Rooms to have an STC rating of 45 minimum.

Floor Plan – see next page

Furniture, Fixtures and Equipment List

Tables

24"D x 72"W Tables	20 each
--------------------	---------

Seating

Stackable Chairs	40 each
------------------	---------

Storage

Millwork Countertop with Base Cabinets and Storage Unit

Accessories

Lectern

Magnetic glass marker board at moveable partitions

Trash & Recycling bins

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as shown on floor plan.

Provide flush-mounted floor boxes with a computer duplex electrical receptacle and two data outlets for every two people seated at the table. One floor box shall also have a telephone outlet.

Wall-mounted flat screen television/ monitor and mounting bracket	
--	--

Coaxial cable AV outlet, data/telecom outlet and electrical receptacle in recessed wall box behind flat screen at +60" A.F.F.	
--	--

Video teleconferencing system (integrated camera(s), display(s), speakers, microphone(s), controlling head-end devices, etc.) will be provided by Government. Coordinate with Government's AV contractor. Provide dedicated communications conduit, cable and outlets to support Government furnished video teleconferencing equipment.	
--	--

AV wall plate with AV connections for presenter. Connect wall plate to AV head- end control equipment in telecommunications room. (GF/LI)	
--	--

Notes

1. Dimensions are interior clearances between partitions. The partitions are shown at a nominal 5" in thickness. However, the type of construction determines the actual thickness of the partition and must be considered during planning.
2. Lessor shall coordinate with the Government regarding the table – both in the planning of the space and the location, quantity and type of floor boxes, electrical receptacles and data/telecom devices.
3. Data/Telecom outlet Category 6 cable quantities shown in () at each outlet.
4. Blockings are required for any wall mount installation such as overhead millwork counter top, TV, marker board, etc.
5. Check local codes for additional requirement for spaces that may be considered "Place of Assembly".
6. Provide CO2 sensor and independent temperature control.

5.3.3 Room Data Sheets DCSA

Meeting Space
DCSA.1000.36

Training Room

1,000 SF (500 SF when divided)

Note: Layout for preliminary budgeting purpose only.
Exact design intent to be clarified during design phases.

Floor Plan

Not to scale



5.3.3 Room Data Sheets **DCSA**

Meeting Space
DCSA.4500.37

Auditorium

4,500 SF

The Auditorium is a shared amenity. It functions as a space for town halls, meetings and event of 270. Includes screens, amplified with mics and speakers, and fixed seating.

Space should include designated wall for branding components; an area for interchangeable seals and agency flags (US flag being permanent).

All storage items planned and clarified during design phases.

Furniture, Fixtures and Equipment List

Seating

Chair	270 each
-------	----------

Accessories

Lectern	2 each
---------	--------

Storage

Furniture Storage Closet	
--------------------------	--

Branding Storage Closet	
-------------------------	--

AV Closet	
-----------	--

Coat Closet	
-------------	--

Electrical, Data/Telecom Devices & Equip.

At a minimum, provide quantity and type of electrical receptacles and data/telecom outlets and devices as required by equipment. Provide flush-mounted floor boxes with duplex electrical receptacles and data outlets.

Wall-mounted 90" flat screen televisions/monitors and mounting brackets on each side of room (four total) (GF/LI)	2 each
---	--------

Ceiling-mounted projector with remote control and mounting bracket (GF/LI)	1 each
--	--------

Ethernet cable and duplex electrical receptacle in ceiling-mounted box for projector	1 each
--	--------

Ceiling mounted speakers (GF/LI)	As required
----------------------------------	-------------

Ceiling-mounted projection screen, electrically operated	1 each
--	--------

Wall-mounted AV control panel	1 each
-------------------------------	--------

AV wall plate with AV connections for presenter. Connect wall plate to AV head-end control equipment in telecommunications room	1 each
---	--------

Notes

1. Space requirements for preliminary budgeting purpose only. Exact design intent and spatial layout to be clarified during design phases.
2. Provide coat closets with coat rod and shelf above.
3. Provide AV closets with six 24"D adjustable shelves in each.
4. Provide CO2 sensors and independent temperature control.

6 **PART C:** OPM/DCSA CO-LOCATION

6.1 OPM/DCSA Co-location

(b)(5)-DPP



6.2 Combined - Housing Plan

(b)(5)-DPP



6.3 OPM/DCSA Joint Use Program

(b)(5)-DPP



7 Typical Workspace Architectural & Engineering Requirements

This section outlines general Architectural and Engineering Requirements for individual work spaces, dedicated/shared support spaces, special space, meeting rooms and storage space as shown on room data sheets.

7.1 Architectural & Engineering Requirements

(b)(5)

7.1 Architectural & Engineering Requirements

(b)(5)

7.1 Architectural & Engineering Requirements

(b)(5)

7.1 Architectural & Engineering Requirements

(b)(5)

7.1 Architectural & Engineering Requirements

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7.1 Architectural & Engineering Requirements

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7.1 Architectural & Engineering Requirements

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8 RESPONSIBILITY MATRIX AND FUNDING SOURCES

8.1 Responsibility Matrix

The following matrix identifies the responsibilities of the Government and Lessor. The Legend below provides a key to responsibility abbreviations.

Table 8-1: Legend for Responsibility Matrix

Responsibility			Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)
GF/GI			Government Furnished / Government Installed
		LF/LI	Lessor Furnished / Lessor Installed
	GF/LI		Government Furnished / Lessor Installed
RSF/RSI			Randolph Sheppard Furnished / Randolph Sheppard Installed

Table 8-2: Responsibility Matrix

Furniture, Fixtures, and Equipment	Responsibility			Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)
Systems furniture, case goods, file cabinets, dining seating and tables in Break Rooms, etc.	GF/GI			Provide electrical power wiring to supply Government furnished pre-wired furniture systems. Coordinate data and IT requirements in accordance with Lease Paragraph 5.19.F. Provide blocking reinforcement within partitions appropriate for load to secure furniture/cabinets as required by manufacturer to prevent tipping. Coordinate with Government.
Office equipment including printers, copiers, scanners, shredders, etc.	GF/GI			Provide electrical power, data and telecommunications outlets and wiring as required. Coordinate with Government.
Reprographics and Media Center reprographic equipment	GF/GI			Provide electrical power, data and telecommunications outlets and wiring as required. Coordinate with Government.
Millwork, i.e. Break Rooms, Imaging Area, Health Unit, Credential and Visitor Center, etc.			LF/LI	Provide complete.
Fixed Shelving			LF/LI	Provide complete. Provide blocking reinforcement within partitions appropriate for load.
Break Room equipment (refrigerators, microwaves, etc.)		GF/LI		Provide power receptacles and wiring as required.
Mailroom furniture and equipment including office furnishings	GF/GI			Provide electrical power, data and telecommunications outlets and wiring as required. Provide reinforcement within partitions appropriate for load to secure as required by manufacturer to prevent tipping. Coordinate with Government.
Lockers (Fixed)			LF/LI	Provide complete.
Health Unit furniture and equipment	GF/GI			Provide power, data and telecommunications as required. Provide blocking reinforcement within partitions appropriate for load to secure as required by manufacturer to prevent tipping. Coordinate with Government.
Training Center - Information (directional) kiosks and display cabinetry			LF/LI	Provide complete, including electrical power, data and telecommunications outlets and wiring as required.

Vending machines	RSF/RSI			Provide electrical power, data and telecommunications outlets and wiring as required.
Interior signage and wayfinding: base building, ABAAS and fire and life safety code required signage, digital signage, and way-finding systems.			LF/LI	Provide complete. See digital displays under Audio / Visual.
Evacuation chair and brackets		GF/LI		Install brackets as required.
Telecommunications Systems	Responsibility			Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)
Infrastructure for IT and communications network cabling			LF/LI	Provide complete - vertical and horizontal backbone pathways, (ducts, raceways, conduits), grounding, protected distribution systems (PDS), and back boxes.
IT and communications network cabling			LF/LI	Provide complete - backbone and horizontal fiber optic and copper cable (up to systems furniture connection) including terminations, fiber connectors, modular jack outlets, patch panels fiber termination enclosures, labeling, testing, and record documentation and management.
Systems furniture whips for power and data		GF/LI		Coordinate with Government/Vendor.
Core drills as required, i.e. floor boxes, IT equipment, etc.			LF/LI	Coordinate with Government/Vendor, where required.
Passive IT support racks, cabinets, frames, etc.			LF/LI	Provide complete - equipment racks, cabinets, frames and similar in TR. Receive, remove packaging, install, ground and anchor to floor and each other as required. Provide power and data infrastructure.
Active IT equipment	GF/GI			Coordinate with Government the requirements for servers, network switches, computers, monitors, printers and peripheral equipment including "Early Access" rooms. Provide power and data infrastructure.
Wireless Networking cabling			LF/LI	Provide complete - infrastructure, power, pathway and cabling to each Wireless Networking device location routed to the nearest TR in above ceiling cable tray system, including termination, testing and labelling.
Wireless Networking equipment	GF/GI			Provide power, conduit, wiring and back boxes. Coordinate systems requirements with Government for WIFI equipment.

Infrastructure and cabling for rooftop antennas			LF/LI	Provide complete – structural steel dunnage and anchorage for antennas, vertical and horizontal conduit, electrical wiring and cabling including path, termination, testing and labelling. Lessor responsible for any roof penetrations.
Rooftop antennas - equipment		GF/LI		Provide power, conduit, wiring, back boxes and devices. Coordinate systems requirements with Government for rooftop communications equipment.
Conference and multi-purpose sound system speakers			LF/LI	Provide complete, including electrical power and data outlets and wiring as required. Coordinate systems requirements with Government/Vendor.
PA System			LF/LI	Provide complete, including electrical power and data outlets and wiring as required. Coordinate systems requirements with Government/Vendor.
Audio / Visual Equipment	Responsibility			Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)
AV equipment infrastructure and cabling			LF/LI	Provide complete – vertical and horizontal backbone pathways (ducts, raceways, conduits), grounding, back boxes, terminations, modular jack outlets, face plates, and patch panels.
AV equipment - Wall mounted flat video screens and ceiling mounted projectors		GF/LI		Provide power, conduit, wiring, back boxes and devices. Provide blocking reinforcement within partitions and ceiling appropriate for load. Coordinate systems requirements and locations with Government.
Projection Screens			LF/LI	Provide complete, including ceiling pocket, power, conduit, wiring, back boxes and devices. Provide wall mounted control switch in location close to podium.
Desk mounted AV equipment (Video Conferencing Systems)	GF/GI			Provide power, conduit, wiring, back boxes and devices. Coordinate systems requirements and locations with Government.
Digital signage - Digital displays and headend equipment			LF/LI	Provide complete, including electrical power and data outlets and wiring, as required. Coordinate systems requirements with Government and OPM Security.
Conference room reservation system	GF/GI			Provide complete, including power and data infrastructure. Coordinate systems requirements with Government.

Security Operations Center AV equipment		GF/LI		Provide power, conduit, wiring and back boxes. Provide blocking reinforcement within partitions appropriate for load. Coordinate systems requirements with Government.
Media Center AV equipment	GF/GI			Provide power, conduit, wiring and back boxes. Provide blocking reinforcement within partitions appropriate for load. Coordinate systems requirements with Government.
Security Equipment	Responsibility			Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)
Security Control Room Equipment (servers, workstations, and control room equipment)	GF/GI			Provide power, conduit, wiring, back boxes and devices. System programming and configuration. Installation by certified contractor required. Coordinate requirements with OPM and DCSA Security.
Software	GF/GI			Coordinate with Government's software requirements.
Door access controls			LF/LI	Provide complete – All access control devices including card readers, electrified door hardware, balanced magnetic switches, including power, conduit, back boxes, door sensors, request-to-exit devices, door controllers, management software, and control wiring. Coordinate requirements with OPM and DCSA Security. Installation by certified contractor required.
Interior and exterior video surveillance cameras (CCTV)			LF/LI	Provide complete – Fixed and pan-tilt-zoom cameras, including power, conduit, wiring, mounts, management software, back boxes and devices. Coordinate requirements with OPM and DCSA Security. Installation by certified contractor required.
Interior intrusion detection devices and controls			LF/LI	Provide complete, including power, conduit, wiring, control panels, keypads, glass break and motion sensors, management software, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
Metal detectors	GF/GI			Provide power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
X-ray machines and pallet X-ray machine	GF/GI			Provide power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
Duress alarms			LF/LI	Provide complete, including power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
Health Unit nurse call system			LF/LI	Provide complete, including power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.

Repeaters (for radio equipment) - building interior			LF/LI	Provide complete, including power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
Radio antennae on building roof		GF/LI		Provide power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security. Lessor responsible for any roof penetrations.
Exterior passive security barriers including walls, landscaping boulders, planters, and bollards			LF/LI	Provide complete.
Exterior security lighting			LF/LI	Provide complete, including power, conduit, wiring, back boxes and devices. Coordinate requirements with OPM and DCSA Security.
Exterior operable "wedge" vehicle barriers at entrances to structured parking and at truck inspection point. Installation shall comply with ISC Level IV requirements		GF/LI		Provide power, conduit, wiring, back boxes and devices. Installation by certified contractor required. Coordinate requirements with OPM and DCSA Security.
Exterior Guard Booth			LF/LI	Provide complete, including power, conduit, wiring, and back boxes. Include a split system HVAC system. Include data and telephone connectivity to Security Operations Center. Coordinate requirements with OPM and DCSA Security.
Exterior	Responsibility		Related Scope Required by Lessor (Lessor shall coordinate with Government Contractors where GF/GI is indicated)	
Reserved parking signage			LF/LI	Lessor provides sign foundation and post plus installation of signage.
Signage for shuttle and mobility waiting areas			LF/LI	Lessor provides sign foundation and post plus installation of signage.

8.2 Lease-Construct Funding Sources

The following Lease-Construct Funding Table defines which component costs shall be provided under the Lessor's "shell" costs and which shall be funded from the TI or BSAC allowances. Refer also to the Responsibility Matrix in this section for related scopes of work.

Table 7-3: Legend for Funding Summary

Legend:	
Shell	Shell components built out by Lessor
TI	Tenant Improvements built out by Lessor
AS-TI	Above Standard TI built out by Lessor
PP-F&E	Personal Property - Furniture & Equipment
PP-AV	Personal Property - Audio Visual Systems
PP-IT	Personal Property - Information Technology Systems
PP-SEC	Personal Property - Security Systems
BSAC	Building Specific Amortized Capital

Table 7-4: Funding Summary - Shell/TI/Occupancy

Component		Funding	Comments
DIVISION ONE REQUIREMENTS			
015720	Environmental Protection	Shell	Refer to Lease Form L100 requirements
018100	LEED Performance Requirements	Shell	Refer to Lease Form L100 requirements
018300	Facility Shell Performance Requirements	See below	Refer to Lease Form L100 requirements
	<i>Foundation Requirements</i>		
	- Foundation Requirements - Facility	Shell	
	- Foundation Requirements - Facility		
	- Foundations for Vehicle Barriers	BSAC	
	<i>Superstructure Performance Requirements</i>		
	- General	Shell	
	- Structural System and Bay Sizes	Shell	
	- Floor to Ceiling Dimensions	Shell	
	- Live Load Requirements	Shell	
	- Special Construction (related to ISC Security Requirements)	BSAC	
	- Vibration Requirements	Shell	

<i>Roofing Performance Requirements</i>		
- General	Shell	
- Weather Tightness	Shell	
- Penthouses	Shell	
- Roof Drainage	Shell	
- Roof Accessories	Shell	
- Loading Dock Canopies	TI	
018400	Interiors Performance Requirements	General - Refer to Lease Form L100 requirements
- Entrances and Lobbies	Shell	
- Exit Lobbies	Shell	
- Cores (Common Space) & Circulation Enclosure, Fit-out	Shell	
<i>Individual Workspaces (Hardwall and Workstation Areas)</i>		Refer to POR Section 6.3 for these space types
Buildout and Finishes	TI	
Furniture & Equipment - for the following spaces:	PP-F&E	
- Hard Wall Offices	PP-F&E	
- Open Office Areas	PP-F&E	
<i>General Office Support Spaces</i>		Refer to POR Section 6.3 for these space types
Buildout and Finishes	TI	
Furniture & Equipment - for the following spaces:	PP-F&E	
- Break Rooms	PP-F&E	
- Conference Rooms	PP-F&E	AV Equipment in Conf Rms is PP-AV
- File Rooms	PP-F&E	
- Reception	PP-F&E	
- Server / Telecommunications	PP-F&E	Server Rm IT Equipment is PP-IT
- Storage	PP-F&E	
- Work Areas	PP-F&E	
<i>Unique Component and Joint Use Spaces</i>		Refer to POR Section 6.3 for these space types
Buildout and Finishes	TI	
Furniture & Equipment - for the following spaces:	PP-F&E	IT Equipment is PP-IT
- Appearance Room	PP-F&E	AV Equipment is PP-AV
- Imaging Area	PP-F&E	
- Media Center	PP-F&E	
- Reprographics	PP-F&E	
- Testing Facility / Lab	PP-F&E	
- Vending Areas (Refer to Section X.X.X Vending Area)	PP-F&E	
- Union Office	PP-F&E	
- Mail Room	PP-F&E	
- Supply Center	PP-F&E	
- Facility Supply Storage	PP-F&E	
- Training Center	PP-F&E	
- UPS Room	PP-F&E	

- Computer Main Equipment Room	PP-F&E	
- Health Unit	PP-F&E	
- Security Operations Command Center	PP-SEC	
- Package X-ray Scan	PP-SEC	
- Truck Inspection Kiosk (Refer to Lease for requirements)	PP-SEC	
- Credential and Visitor Center	PP-SEC	
A SUBSTRUCTURE		
A10 Foundations		
A1010 Standard Foundations	Shell	
- Structural concrete, pile foundations	Shell	
- Structural concrete, dock wall footings	Shell	
- Structural concrete, dock wall	Shell	
- Structural concrete, footings	Shell	
A1030 Slab on Grade	Shell	
B SHELL		
B10 Superstructure		
B1010 Floor Construction	Shell	
B1020 Roof Construction	Shell	
B20 Exterior Enclosure		
B2010 Exterior Walls	Shell	
Exterior Walls, upgrades due to ISC Level III requirements	BSAC	
B2020 Exterior Windows	Shell	
- Storefront, ATRP, aluminum, commercial grade	Shell	
- Storefront, upgrades due to ISC Level III	BSAC	
- Glazing upgrades for natural light	AS-TI	
B2030 Exterior Doors	Shell	
- Doors, exterior, upgrades due to ISC Level III requirements	BSAC	
- Exterior Door Hardware	Shell	

B30 Roofing	Shell	
C INTERIORS		
C10 Interior Construction		
<i>C1010 Partitions</i>		
- Partitions in Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Service Entries and Dock and Stairs	Shell	
- Interior fire rated walls	Shell	
- Exterior perimeter walls and interior core walls consisting of gypboard, plaster, and prime-painted	Shell	
- Partitions in Tenant spaces	TI	
<i>C1020 Interior Doors</i>		
- Interior doors and door hardware in Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Service Entries and Dock and Stairs	Shell	
- Interior wood doors in tenant Office spaces	TI	
- Doors, Support Spaces	TI	
- Storefront w/ doors	TI	
- Doors, OH Coiling Grille	TI	
- Doors, rolling grille	TI	
- Doors, Sliding Folding Partition	TI	
- Doors, service area	TI	
- Doors, double glass	TI	
- Interior Door Hardware	TI	
<i>C1030 Specialties and Fittings</i>		Refer to POR Room Data Sheets
- Misc Interior Fittings, Open office	TI	
- Misc Interior Fittings, conference rooms	TI	
- Misc Interior Fittings, Office Support Spaces	TI	
- Misc Interior Fittings, Office	TI	
- Misc Interior Fittings, Other Spaces	TI	Millwork / Cabinetry in Breakrooms, etc.
- Whiteboards	TI	
- Tack Strip	TI	
- Misc Interior Fittings	TI	
- Wallguard, crash rail	TI	

C20 Staircases		
C2010 Stair Construction	Shell	
C2020 Stair Finishes	Shell	
C30 Interior Finishes		
C3010 Wall Finishes		
- Wall finishes in Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Service Entries and Dock and Stairs	Shell	General Note for Interior Finishes: If finish upgrades and plumbing fixtures are in a common elevator lobby or common bathrooms (shared by other tenants), then those costs shall be "Shell." If these spaces are dedicated to OPM or DCSA then the cost shall be "TI."
- Wall finishes in tenant spaces	TI	
- Corner guards in TI spaces	TI	
- Corner guards in services areas and dock	Shell	
C3020 Floor Finishes		
- Floor Finishes in Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Lobbies, Service Entries and Dock and Stairs	Shell	
- Basic floor finish in warehouse and areas with raised access flooring (sealed concrete)	Shell	
- Floor finishes in tenant spaces	TI	
- Floor Finishes, RAF, 7"	AS-TI	
- Floor Finishes, RAF, 18"	AS-TI	
C3030 Ceiling Finishes		
- Ceiling Finishes in Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Service Entries and Dock and Stairs	Shell	Standard suspended acoustical ceiling tiles and lighting per PBS-P120
- Ceiling Finishes in Individual Work Areas, Unique Support and Share Facility Support Spaces	Shell	
- Upgrades or changes to building standard items, such as plaster or vaulted ceilings, specialty lighting, and upgraded ceiling tile.		
- Changes (moves) or additions to the open-plan lighting pattern, or to the open-plan HVAC distribution network (e.g. additional ductwork, ceiling diffusers) to accommodate individual office layout.	TI	
-	TI	

D SERVICES		
D10 Conveying Systems		
<i>D1010 Elevators and Lifts</i>		
- Elevator Lobbies - Buildout	Shell	
- Elevator Lobbies - Finishes	Shell	
<i>D1020 Escalators and Moving Walks</i>	Shell	
D20 Plumbing		
<i>D2010 Plumbing Fixtures</i>		
- Toilet Rooms, Janitor Closets, Drinking Fountains	Shell	
- Plumbing Fixtures, kitchen	TI	
- Plumbing Fixtures, locker rooms	TI	
<i>D2020 Domestic Water Distribution</i>		
- Water Distribution Piping/Insulation, general	Shell	
- Water Distribution Piping/Insulation, as required for TI equipment or special spaces	TI	
<i>D2030 Sanitary Waste</i>	Shell	
<i>D2040 Rain Water Drainage</i>	Shell	
D30 HVAC		
<i>D3020 Heat Generation System</i>	Shell	
<i>D3030 Cooling Generating System</i>	Shell	
<i>D3040 Distribution System</i>		
- Building Distribution System	Shell	
- Kitchen Hoods	AS-TI	
<i>D3050 Terminal & Package Units</i>		
- Packaged Units, as required	AS-TI	
- Add for Negative Pressure Areas	AS-TI	
- Add for Negative Pressure at Kitchen	AS-TI	
<i>D3060 Controls & Instrumentation</i>	Shell	
<i>D3070 Systems Testing & Balancing</i>	Shell	

D40 Fire Protection		
<i>D4010 Fire Protection Sprinkler Systems</i>		
- Sprinkler Systems - Building	Shell	
<i>D4020 Standpipe and Hose Systems</i>	Shell	
<i>D4030 Fire Protection Specialties</i>		
- FM-200 Fire Suppression System (Computer Main Equipment Room)	TI	
D50 Electrical		
<i>D5010 Electrical Service & Distribution</i>	Shell	
<i>D5020 Branch Wiring</i>	Shell	
- Branch Wiring, Office Support Spaces	TI	
- Branch Wiring, Workstations	TI	
- Branch Wiring, Office	TI	
- Branch Wiring, Other Spaces	TI	
<i>D5040 Lighting</i>		
- Lighting and controls for Cores (Common Space) and Circulation Enclosure, Entrance and Exit Lobbies, Service Entries and Dock and Stairs	Shell	Standard lighting per PBS-P120
- Lighting and controls for Tenant Spaces	Shell	
- Upgrades or changes to building standard items, such as plaster or vaulted ceilings, specialty lighting, and upgraded ceiling tile.	TI	
- Changes (moves) or additions to the open-plan lighting pattern, or to the open-plan HVAC distribution network (e.g., additional ductwork, ceiling diffusers) to accommodate individual office layout.	TI	
<i>D5090 Other Electrical Systems</i>		
- Other Electrical Systems, grounding upgrades	Shell	
- Other Electrical Systems, fire alarm	Shell	
- Other Electrical Systems, grounding	Shell	
- Wiring for Conference Room Reservation System Modules	AS-TI	
- Conference Room Reservation System Modules	AS-TI	
- A/V System, Office Support Spaces	TI	
- A/V System, Other Spaces	TI	
- A/V System, Conference Rooms	TI	
- Blocking in partitions for A/V devices	TI	
- A/V Devices	PP-AV	

D60 Communications		
D6020 Voice Communication		
- Telecommunications Infrastructure	Shell	Handsets are PP-IT
- Telecommunications, Office/Workstations	TI	
- Telecommunications, Office Support Spaces	TI	
- Telecommunications, Office	TI	
- Telecommunications, Other Spaces	TI	
- Telecommunications, Nurse Call	TI	
D70 Electronic Safety and Security		
D7050 Detection and Alarm		Refer to Lease Form L100 for requirements
- CCTV Cameras - Security System	BSAC	
- CCTV Infrastructure and wiring	BSAC	
- Security System - Duress Alarm System	BSAC	
- Security System - UPS	BSAC	
- Security System - HSPD-12 Compliant lock upgrades	BSAC	
- Security System - IDS	BSAC	
- Security System - Vehicle barriers	BSAC	
- Security System - Call Box Stanchions	BSAC	
- Security System - Perimeter Fencing / Gates	BSAC	
- Security System - Turnstiles / Portals	BSAC	
E EQUIPMENT & FURNISHINGS		
E10 Equipment		
E1010 Commercial Equipment		Refer to POR Room Data Sheets
- Loading Dock Levelers	TI	
- Storage Shelving	TI	
- Guard Stations	BSAC	
E1090 Other Equipment		Refer to POR Room Data Sheets for Health Unit
- Medical Equipment	AS-TI	

F SPECIAL CONSTRUCTION & DEMOLITION		
F20 Selective Building Demolition		
<i>F2010 Building Elements Demolition</i>		
- Demolition and patching slabs required	Shell	
G BUILDING SITEWORK		
G20 Site Improvements		
<i>G2040 Site Development</i>		
- Campus Site Development	Shell	
- Parking Structure	Shell	

9 APPENDIX

9.1 Tenant Improvement Cost

9.2 DCSA Staffing Composition

9.2 DCSA Mailroom Facility Outline

9.1 Tenant Improvement Cost

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PROJECT DEVELOPMENT
COST ESTIMATING REQUIREMENTS
FOR Repair and Alteration

PROJECT	OPM Lease-Construct Program of Requirements (POR) -
LOCATION	COMBINED PROGRAM
	Pittsburgh, PA
DATE	13-Feb-20

GENERAL SERVICES ADMINISTRATION
PUBLIC BUILDINGS SERVICE

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PROJECT DEVELOPMENT
COST ESTIMATING REQUIREMENTS
FOR Repair and Alteration

PROJECT	OPM Lease-Construct Program of Requirements (POR)
LOCATION	SPLIT PROGRAM - OPM Pittsburgh, PA
DATE	31-Jan-20

GENERAL SERVICES ADMINISTRATION
PUBLIC BUILDINGS SERVICE

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PROJECT DEVELOPMENT
COST ESTIMATING REQUIREMENTS
FOR Repair and Alteration

PROJECT	OPM Lease-Construct Program of Requirements (POR)
LOCATION	SPLIT PROGRAM - DCSA Pittsburgh, PA
DATE	31-Jan-20

GENERAL SERVICES ADMINISTRATION
PUBLIC BUILDINGS SERVICE

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9.2 DCSA Staffing Composition

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9.2 DCSA Mailroom Facility Outline

MAILROOM- JACKSON ROOM
(Tunnel 28-S)

The following space will be provided in Boyers, Pennsylvania for the Mailroom requirement. Specific information is provided in the following pages per section of the facility.



Room 1: Fingerprint Room

- One sorting shelf provided by the government.
- Two work desks. The work desks are equipped with two monitors on each desk and one label printer on each desk. All provided by the government.
- One work desk. Desk was only equipped with one monitor provided by the government.
- One work desk equipped with two monitors and one printer. Monitors provided by government and the printer provided by contractor.
- One desk equipped with two monitors and a phone provided by the government. Desk also had a laptop provided by the contractor.
- Two desks with two sorting shelves on top on the desks provided by the government.
- Six tables used for work space/taking breaks provided by the government.
- One desk equipped with Doc Matrix Printer provided by the government.
- One file cabinet with 1 phone setup on it provided by the government.
- Six medium sized file/storage cabinets provided by the government.
- Eight tall sized storage cabinets provided by the government.
- Two tall sliding door cabinets provided by the government.
- Three large storage lockers provided by the government.
- One large rotating shelving unit provided by the government.
- Seven printers provided by the government.
- Nine one sided cubicles with extra high wall. (MR-01, MR-02, MR-03, MR-04, MR-05, MR-06, MR-07, MR-08, MR-09, MR10) Among the desk there are 19 monitors provided by the government. There are no phones at the cubicles.
- One two sided cubicle (28-258). Cubicle is equipped with two monitors, a printer and a phone. All provided by the government.
- Four three sided cubicles (28-257, 28-256, 28-244, 28-243). Cubicles 28-257 and 28-256 are equipped with two monitors provided by the government. Cubicle 28-244 is equipped with

three monitors and one phone provided by the government. It is also equipped with one laptop and one printer provided by the contractor. Cubicle 28-243 is equipped with monitor provided by the government and one printer provided by the contractor.

- One office. The office was equipped with office furniture provided by the government (one desk, two shelving units, one tall cabinet, four chairs, three monitors, a printer and a phone). It also had a contractor provided laptop. Office is located at the bottom left-hand corner Room 1 of the map.

Room 2: Manifest Room

- Two work desk that are side by side. The desks are equipped with a total of two monitors, three scales and six label printers. All provided by the government.
- Two one sided cubicles (MR-17 and MR-18). Cubicles are equipped with one government issued monitor and one contractor issued printer.
- Four one sided cubicles (MR-13, MR-14, MR-15, MR-16). All the cubicles are equipped with one monitor and one label printer. All provided by the government.
- Three work desk without any equipment provided by the government.
- Four shelving units provided by the government.
- Two 6ft tables provided by the government.
- Two work desk side by side (MR-11 and MR-12). Desks are equipped with a total of two monitors, two printers, one label printer, and one scale. All provided by the government.
- One work desk equipped with one monitor and one label printer. Both provided by the government.
- Two work desk (MR-19 and MR-20). The desk are equipped with one monitor each provided by the government. Each desk also has one printer provided by the contractor.
- Two work desk side by side (MR-21 and MR-22). The desks are equipped with two monitors, two printers and one label printer. All provided by the government.
- Two desks side by side (MR-23 and MR-24). The desks are equipped with three monitors and one label printer. All provided by the government. The desks also had two contractor provided printers.
- Two three sided cubicles (28-259 and 28-260). Cubicle 28-259 was equipped with three monitors, one phone and a label printer. All provided by the government. Cubicle 28-260 was equipped with two monitors and one phone. All provided by the government. Both cubicles had contractor provided laptops.

Room 3: Sorting of Incoming/Outing Mail

- Fifteen mail-cabinet sorters provided by the government.
- Thirty total tables provided by the government.
- One 18inch table provided by the government.
- One shelving unit provided by the government.
- Three storage lockers provided by the government.
- Two regular file cabinets provided by the government.
- One monitor provided by the government in all of Room 3.
- Two contractor provided laptops in all of Room 3.

- One printer/copier provided by the government.
- One slicer machine (model 206) provided by the government.
- One inserter machine provided by the government.
- One sorter machine provided by the government.
- Three OPEX machines provided by the government.
- One Pitney Bowes meter provided by the government.

The Attic:

- One telephone provided by the government.
- One extra-large filing cabinet provided by the government.
- Twelve tables provided by the government.
- Five mail bin holders provided by the government.
- Four Pony Expresses which were provided by the contractor.