

APPENDIX L

**BASE ARCHITECTURAL COMPATIBILITY
STANDARD**

ARCHITECTURAL COMPATIBILITY STANDARDS

Robins Air Force Base,
Georgia

September 2001

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1.0 EXECUTIVE SUMMARY

“The intention is not to limit creativity, but to aid the designer in reaching decisions consistent with the goal of this program and to create a unified AFMC image.”

AFMC Facility Quality Program (1996)

1.1 INTRODUCTION

- In accordance with the goals of the AFMC Facility Quality Program, Robins AFB has developed the following Architectural Compatibility Standards to ensure consistency in future design and construction projects.
- This plan is not intended to stifle creativity, nor does it advocate “cookbook” architecture. It simply communicates and illustrates current design standards which will unify and strengthen the architectural fabric of Robins Air Force Base (RAFB) and the Warner Robins Air Logistics Center (WR-ALC). Exterior standards apply to all organizations on base including hosted units, AAFES, Commissary, and commercial organizations.

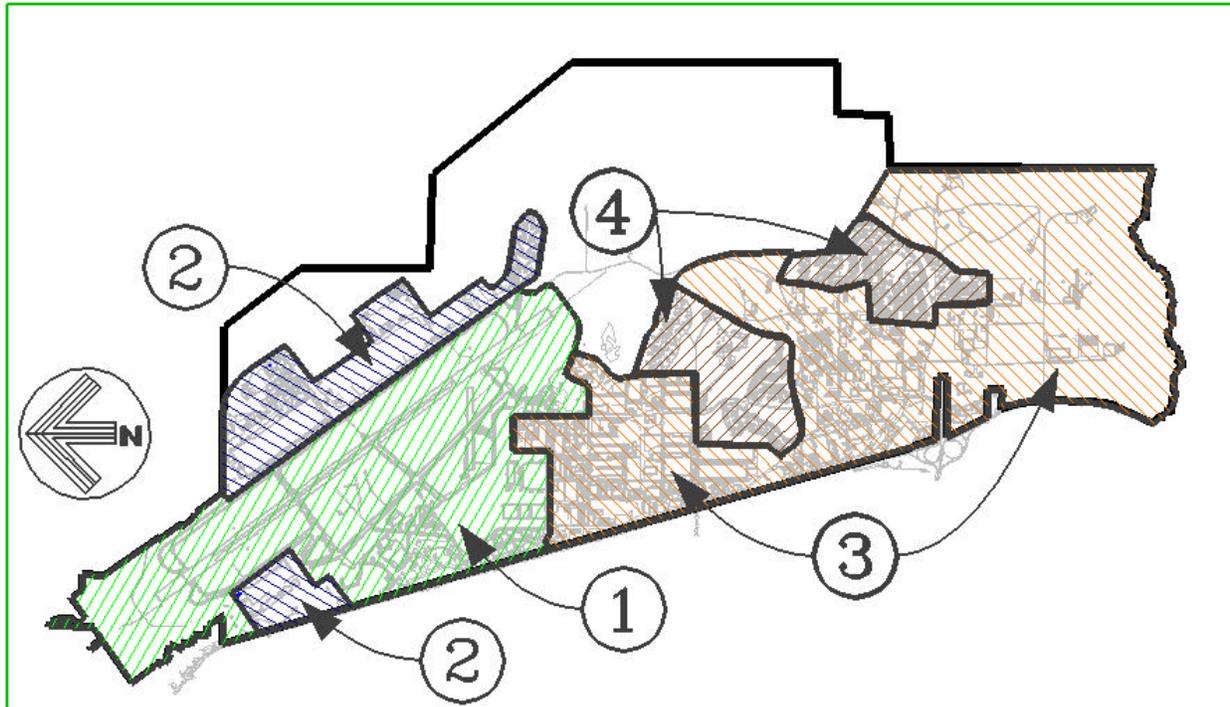
1.2 How to Use This Document

- Critical elements of this plan are identified in the table of contents. Specific compatibility standards and illustrations are included on the pages that follow. Also, more detailed reference documents are listed at the end of this document. This planning document is intended to be a useful reference tool to ensure architectural compatibility in all future maintenance and repair and construction projects.

1.3 Architectural Compatibility Manager

- 78 CEG/CE has assigned a Base Architectural Compatibility Manager in accordance with the goals and directives of the AFMC Facility Quality Program. The compatibility manager is responsible for ensuring that all facility projects are compatible with the standards set forth in this document.
- The Architectural Compatibility Manager is responsible for maintaining and updating this plan.

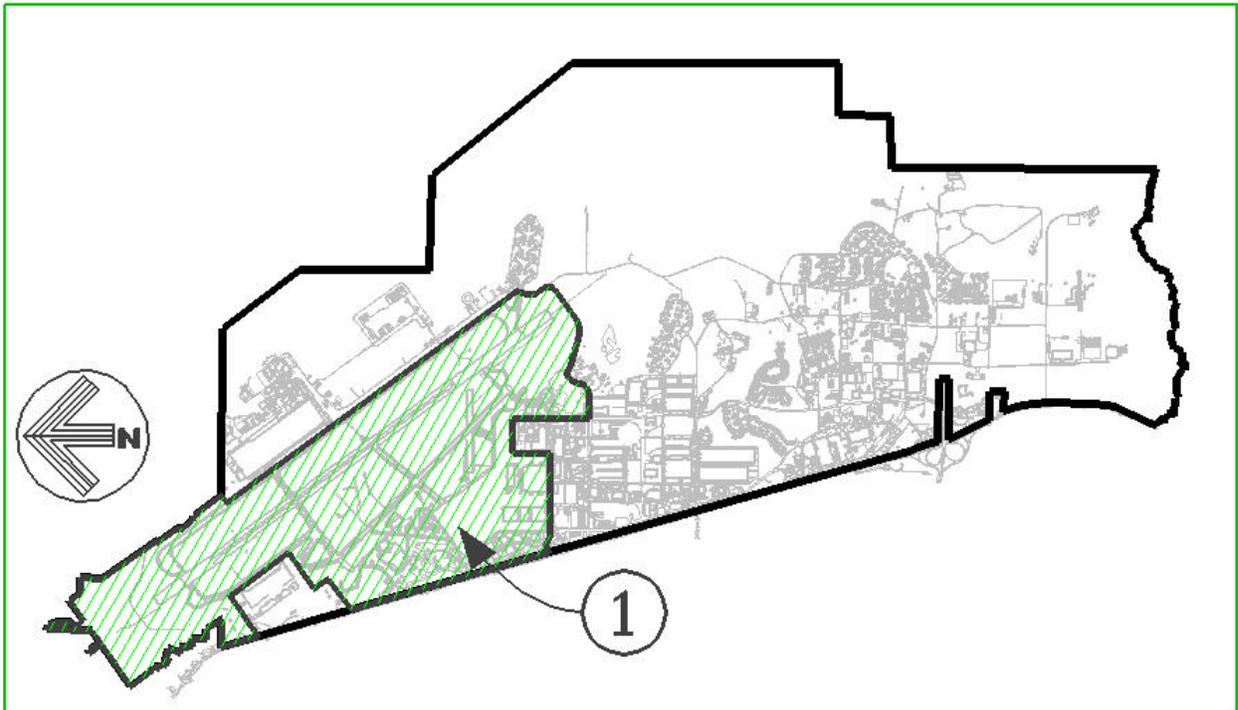
2.0 Architectural Districts



For Purposes of this plan, Robins AFB has been divided into four Architectural Districts which identify specific areas where compatibility with adjacent facilities shall be stressed. Some architectural issues, such as paint and signage, do not vary from district to district and become unifying elements in the base master plan. The four Architectural Districts are summarized below and described in further detail on the pages that follow.

- **District 1 – Industrial Flightline**
This district is best described as the secure area which defines the active flightline excluding District 2. A great majority of the facilities are metal hangars with secondary maintenance and administrative facilities constructed of concrete block.
- **District 2 – Operational Flightline**
District 2 is the remaining portion of the secure flightline located to the east and west of the runway. A majority of the facilities in this district will be brick with bronze standing seam metal roofs.
- **District 3 – Administrative/Industrial**
This district identifies all remaining facilities found throughout the base excluding the flightline and all family housing units.
- **District 4 – Housing**
District 4 is comprised of 807 Military Family Housing units found at various locations throughout the base.

DISTRICT 1 – Industrial Flightline



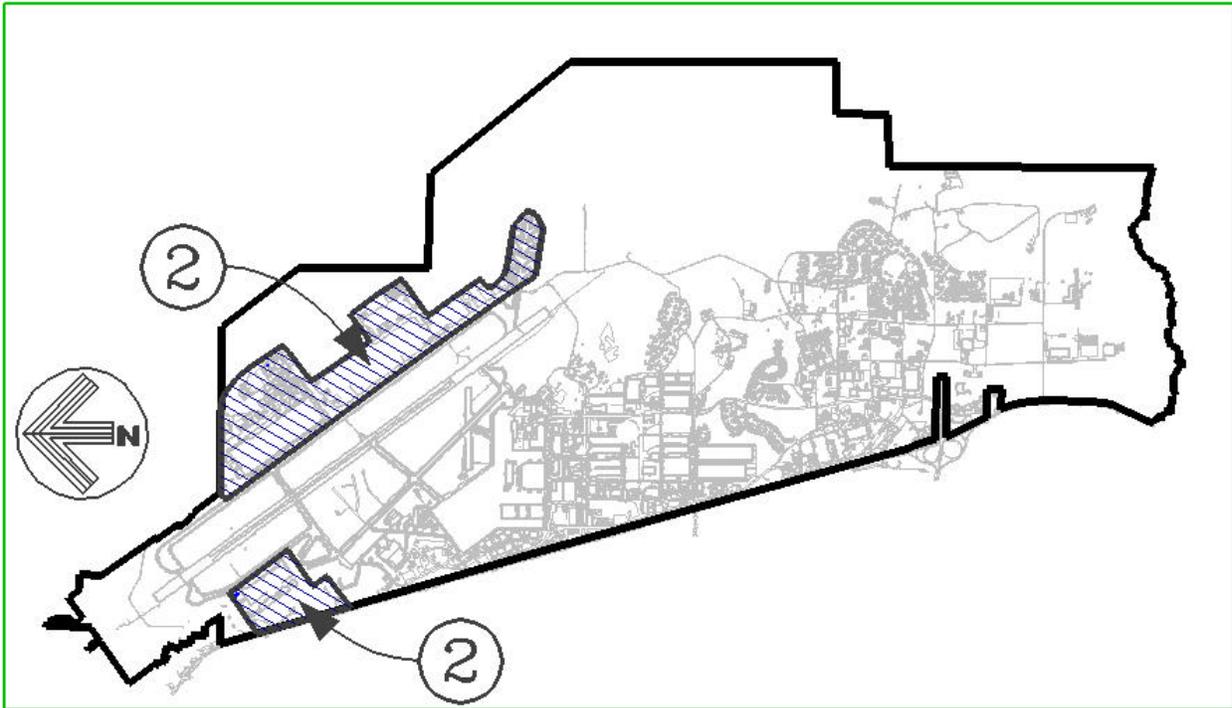
District 1 is best described as the secure area which defines the active flightline excluding District 2 to the east and west. A great majority of the facilities are large hangars to support the Programmed Depot Maintenance (PDM) of the F-15, C-130, and C-141 aircraft. Secondary maintenance and administrative facilities are also scattered throughout District 1.

2.1 Industrial Flightline

- The Industrial Flightline District is dominated by large aircraft hangars with related ancillary buildings. In an industrial setting such as District 1, it is obvious that buildings such as hangars and maintenance shops can be unappealing built forms. Careful attention to massing and scale is critical in order to assure compatibility with existing facilities.
- Designers should carefully proportion the buildings' facades such that doorways, entries, windows, and other like elements maintain a human scale.
- Mechanical equipment should be screened from view and protected from vehicular traffic.
- The majority of District 1 facilities are metal skinned. Future construction projects will specify factory-painted metal finishes with a 20-year warranty, which are compatible with existing facilities and the color standards in Section 6.0.

- Avoid the use of brick. Use pre-finished metals or concrete block construction.
- Roof surfaces shall be compatible with the lighter-colored base color standards in order to reflect the heat.
- Building 125 serves as an excellent example upon which to build.

District 2 – Operational Flightline

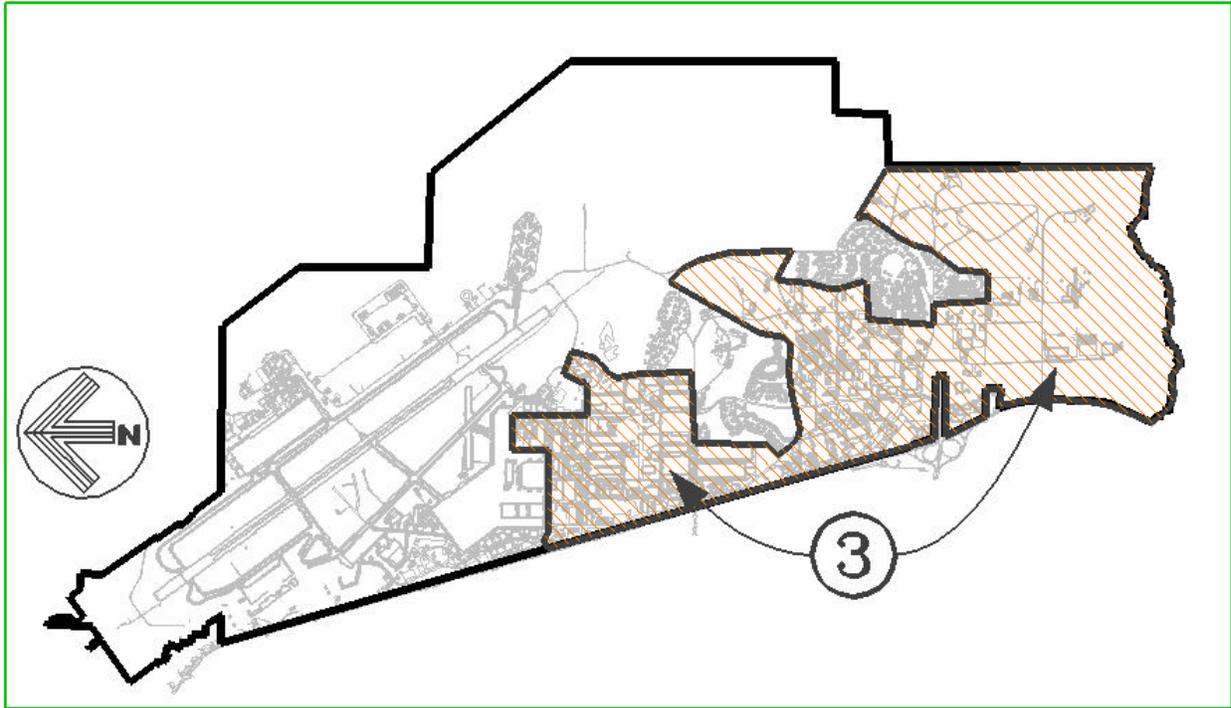


As illustrated above, District 2 is the remaining portion of the secure flightline located to the east and west of the active runway. It also includes the newer Air National Guard area. Compatibility within this district is based upon the Air Combat Command (ACC) Architectural and Landscape Design Standards which have been prepared and approved by both Robins AFB and ACC in an effort to define compatibility standards for the new construction supporting the completed Joint STARS mission beddown. These standards were also followed in the recently completed ANG beddown.

2.2 Operational Flightline

- A majority of the facilities within District 2 will be brick with bronze standing seam metal roofs in compliance with the architectural standards of the Joint STARS and Air National Guard mission beddowns. Existing administrative and maintenance facilities are predominantly constructed of concrete block and painted to match the base color scheme. Several metal hangars and other industrial facilities are also found in District 2.
- Every effort shall be made to coordinate new construction or maintenance and repair projects with the design standards prepared for the Joint STARS mission beddown. Brick shall be the architectural finish of choice for all administrative facilities. Hangars shall be prefinished metals consistent with the base color standards found in Section 6.0 or a combination of brick and metal.

DISTRICT 3 – Administrative/Industrial

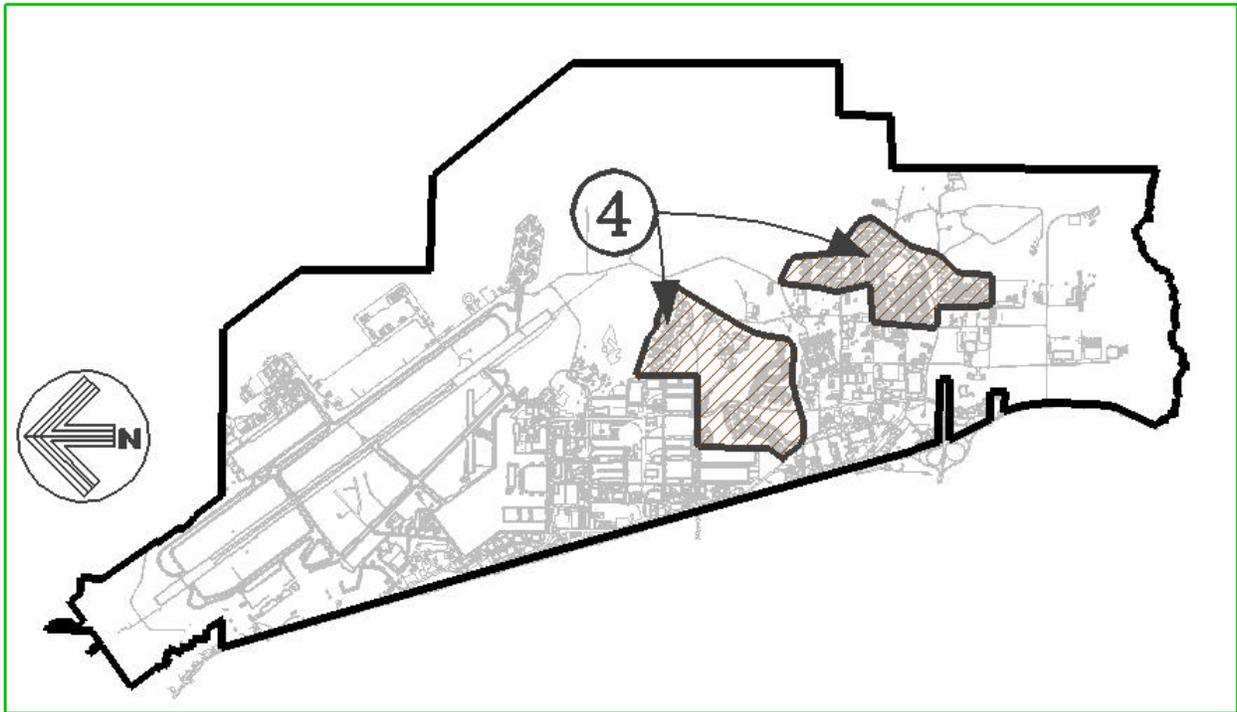


District 3 identifies the largest land use area on Robins AFB. This district identifies all remaining administrative and industrial facilities found throughout the base excluding the flightline and all family housing units. It is an assemblage of complex and unique operational and functional areas with irregular boundaries.

2.3 Administrative/Industrial

- District 3 is comprised of many facilities which have been constructed with a multitude of architectural finishes. Careful attention to compliance with the standard architectural materials and finishes defined in Section 6.0 is critical. Additionally, architects and engineers must pay careful attention to compatibility with existing materials used when designing projects where an existing condition must be considered.
- Landscaping and screening is also a critical element within District 3. Designers shall make every effort to provide visual barriers to undesirable elements through the means of masonry construction, fencing, and landscaping in accordance with the Robins AFB recommended plantings list.
- The Weapons System Support Center, B/301, is a 1992 Air Force Design Award winner and is a focal point for successful renovation of an existing facility. Similar projects should strive to emulate this quality of design while taking into consideration consistency with the Base Architectural Compatibility Standards.

DISTRICT 4 – Housing



District 4 is comprised of 807 military family housing (MFH) units found at various locations throughout the base.

2.4 Housing

- The various segments of District 4 are comprised of General Officers' Quarters (GOQ), Field Grade Officer Quarters, Company Grade Officer Quarters, and Enlisted military family housing units. These housing types are generally found in neighborhoods throughout the base.
- For the most part, MFH units are typically brick with trim painted in a variety of accent colors. All existing MFH facilities with non-white paint applications shall use the base paint standards found in Section 6.0 when future painting is required.
- Those military family housing units in District 4 that are considered historical, as well as those facilities near the Officers Club, will be painted white.

3.0 Historic Preservation

Robins AFB and the Air Force Materiel Command are dedicated to complying with all federal legislation pertaining to the preservation of historic facilities. Careful coordination between the base and the State Historic Preservation Officer (SHPO) is essential.

3.1 Aging Facilities

- All facilities 50 years of more must be considered as candidates for the National Register of Historic Places.
- Examples of Robins AFB facilities considered for historic preservation are Building 220 (HQ AFRC), Building 110 (Base Ops), and Building 125 (Depot Maintenance Hangar), and all General Officers' Quarters (GOQs).

3.2 Base Historic Preservation Officer (BHPO)

- Environmental Management (WR-ALC/EM) is responsible for assigning an individual to coordinate all historic preservation issues with the State of Georgia, 78 CEG/CE, and all appropriate using agencies.
- All potential candidates for the National Register of Historic Places at Robins AFB shall be determined by the BHPO and approved by the SHPO.

3.3 State Historic Preservation Officer (SHPO)

- Throughout the state of Georgia, The State Historic Preservation Officer (SHPO) is responsible for validating candidates for the National Register of Historic Places. The SHPO is the sole authority in the approval of candidates for the National Register of Historic Places.
- Once a facility has been identified as a potential candidate, or actually placed on the National Register, all potential designs to maintain, repair, or alter the facility in any way whatsoever must be approved by the SHPO.
- Design documents for potential construction projects must be sent to the SHPO for approval. The state of Georgia has thirty days to approve or deny proposed construction projects.

4.0 Handicapped Accessibility

Robins AFB is dedicated to providing adequate handicapped accessibility in all facilities basewide. All accessibility issues shall conform to the codes and guidance provided by the Uniform Federal Accessibility Standards (UFAS) or the Americans with Disabilities Act (ADA) which ever is more restrictive. Both maintenance and repair and new construction projects must be carefully reviewed to assure compliance with these standards.

4.1 Uniform Federal Accessibility Standards (UFAS)

- The UFAS and the ADA are the applicable standards pertaining to handicapped accessibility in facilities at Robins AFB. The UFAS standardizes handicapped accessibility requirements in all DOD facilities.
- The UFAS and ADA documents present uniform standards for the design, construction, and alternation of buildings so that physically handicapped persons will have ready access to them and use of them.

4.2 Maintenance and Repair

- If existing elements, spaces, essential features, or common areas are altered, then each such altered element, space, feature, or area shall comply with the applicable provisions of the ADA.
- To the maximum extent possible, handicapped accessibility should be included in design, with the exception of some test areas where only able-bodied civilians can work.

4.3 Military Exclusions

- As a goal, Robins AFB will strive to provide adequate accessibility to all facilities regardless of the military exclusions granted by the USAS in Section 4.1.4.

5.0 Base Comprehensive planning

Careful and proper planning is critical to successful architectural compatibility.

5.1 Facility Siting

- Proper facility siting in accordance with the Robins AFB land use plan is critical to ensure that every effort is made to avoid incompatible land usage. Through the base's Facility Board, the Air Logistics Center Commander will approve all siting requests for new construction.

5.2 Area Development Plans (ADP)

- When proposed construction requires planning beyond the limits of a single facility, designers should pursue the creation of area development plans in order to facilitate thoughtful planning of the relationship facilities have with one another.

5.3 Air Installation Compatibility Use Zone (AICUZ)

- The Robins AFB study provides an assessment of noise levels, and statistical analysis to determine aircraft Accident Potential Zones (APZ). The goal of the study is to provide protection of the public and compatible development adjacent to the airfield.
- Designers shall pay careful attention to the noise contours of the study so as to provide protection of the public and compatible development adjacent to the airfield.

5.4 Joint Land Use Study (JLUS)

- Robins AFB's relationship with the surrounding communities outside the base limits cannot be overlooked. This study provides a comprehensive assessment of the compatibility of the base's land use and its positive or adverse impact on adjacent communities in central Georgia.

5.5 The Base Comprehensive Plan

- The Base Comprehensive Plan is on the Robins AFB Web at www.gis.robins.af.mil. The plan features detailed narratives and figures (maps). There are four primary categories: (1) Constraints and Opportunities; (2) Land use; (3) Infrastructure; and (4) Capital Improvements. New projects should be compatible with the comprehensive plan.

6.0 Architectural Finishes

Careful and consistent selection of construction materials and finishes is the most critical element of architectural compatibility.

6.1 Metal

- Metal siding is used extensively in most hangar and industrial facility construction. All metals shall be factory-finished with the manufacture's standard paint colors to match the Robins AFB standard paint scheme as closely as possible.

6.2 Concrete

- Although precise concrete elements provide an acceptable accent to masonry construction, concrete should be avoided as an entire architectural finish.

6.3 Brick

- Brick is the desired architectural finish throughout all non-flightline districts at Robins AFB due to its low maintenance needs and durability. All bricks shall be laid in a running bond except accent elements.
- Design basis for the Robins AFB standard brick is Red Mattex manufactured by Boral Bricks, Inc., Burns Division; or equal approved by the Base Architectural Compatibility Manager.
- Designers shall give careful attention to matching both brick and mortar color for all maintenance and repair projects to assure compatibility with existing facilities.
- Mortar color to be used with the standard Red Mattex should normally be gray. Colored mortar for accent purposes may be used if approved by the Architectural Compatibility manager.

6.4 Concrete Masonry Unit(s) (CMU)

- Concrete masonry units are an acceptable and common building material at Robins AFB. Standard 8- by 12- by 16-inch CMUs shall be laid in a running bond and are acceptable with the following finishes:

Smooth

- Standard smooth-finished CMUs are also acceptable when specified to be painted in accordance with the base color scheme or when selected with the inherent color to match the design basis shown below.

- Design basis for CMUs shall be Blue Circle, Williams Brothers, Inc., IVORY 7L, or equal approved by the Base Architectural Compatibility Manager. All mortar color shall match the CMU color.

6.5 Exterior Insulation Finish System (EIFS)

- When compatible with the base standard colors, use of EIFS products such as Dryvit, Synergy, and Durock are acceptable to accents to masonry construction.
- This product shall not be designed to grade. Brick wainscots provide a more desirable and durable alternative.

6.6 Paint

- Industrial and Commercial: All painting shall conform to the following color standards.

Color Scheme 1

Base Color
Robins 42



Main Walls
Downspouts
Vents/Louvers

Contrast Color
Robins 62



Standing Seam Roofs
Meta Fascia
Gutters
Doors/Door Frames

Accent Colors
Robins 68
Robins 48



Hangars
Other Buildings
Contrast Colors for
Large Buildings
Option for Sm Doors
Transformers

Highlight Color
Devoe 1UM21A
Garrison



Handrails
Lamp Posts

Exempt Buildings

300 301 541 542 545 547 551 552 553 557 560 591 593
594 595 Museum

- Officers Club and Conference Center: Because of the historical nature at the Officer’s Club and the architectural style of it and the Conference Center, those facilities should be painted white.

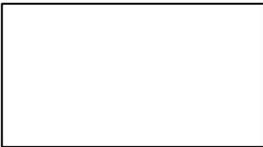
- Housing: Housing paint colors shall be a combination of these pastel and accent color combinations randomly dispersed throughout the units. The Turner Park housing units provide the best example of these standards. Historical houses and those adjacent to the Officer’s Club area are to be painted white to provide compatibility in this area.

Color Scheme 1

Siding
SW-2079
Avenue Tan



Trim, Soffits, & Posts
SW White



Louvers and Doors
SW-2259
Dense Forest

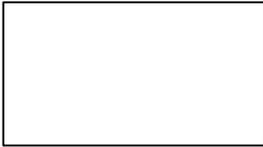


Color Scheme 2

Siding
SW-2074
Fence Post White



Trim, Soffits, & Posts
SW-White



Louvers and Doors
SW-2301
Farmhouse BGY



Color Scheme 3

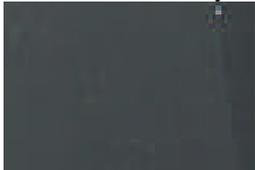
Siding
SW-2114
Gris



Trim, Soffits, & Posts
SW-White



Louvers and Doors
SW-2118
Gunmetal Grey



Color Scheme 4

Color scheme 4 is all white

7.0 Roofing

Roofing plays a significant role in the visual integrity of architectural compatibility at Robins AFB. Past maintenance problems with built-up roofing must be avoided. Careful attention must be paid to compliance with the current Air Force policy for sloped roof conversion.

7.1 USAF Sloped Roof Policy

- HQ USAF has published policy directives for the conversion of flat roofs to sloped. This policy authorizes conversion of built-up roofs to sloped roofs provided.
 - The existing roof needs to be replaced due to its deteriorated condition.
 - No functional space is added to the facility.
 - The useful life of the facility exceeds the life of the roof system selected.
 - The selection of the sloped roof system is justified as the most economical method based on a life-cycle economic analysis.

7.2 Built-Up Roofing (BUR)

- BUR shall be avoided whenever possible in all forms of construction of new facilities.
- In some instances of less significant application of BUR, such as in military family housing (District 4), repair of the existing roof type is practical and acceptable under the Base Architectural Compatibility Standards. Also, existing industrial facilities may be reroofed with a BUR when metal roofs are not economical or practical.

7.3 Roof-Top Equipment

- If at all possible, placement of roof-top mechanical and utility equipment shall be avoided. However, if no other viable alternative exists, the designer shall consider concealment of this equipment through color or screening compatible with the existing facility.

7.4 Standing Seam Metal Roofs

- The base standard of a dark bronze standing seam metal roof with a 3:12 slope is recommended for use as much as possible basewide and must be used throughout District 2. Lower sloped roofs may be used, depending on the application, with the approval of the project architect.

7.5 Low Slope Roofs

- Light colored roofs provide significant heat radiation benefits in most situations. They should be considered by the designer in industrial areas and/or where the roof has limited or no visibility from the ground. Obtain approval from Base Architectural Compatibility manager.

8.0 Exterior Signage

Consistent, compatible signage throughout the base can serve as an excellent tool to visually tie together various built and natural environments. Every effort must be made to reduce unnecessary or outdated signs which provide visual clutter and serve only to adversely affect architectural compatibility efforts on this base.

8.1 Standard Facility Signs

- Exterior facility signs at Robins AFB are the sole responsibility of the Base Sign Manager and the 78 CEG sign shop. The Robins AFB Sign Standards have been developed in accordance with AFPAM 32-1099, Sign Standards, and the Standards of the Zip + 4 Program Action Directive (PAD) 91-1. Types B1 and B2 are modified to replace the logo at the top with the building number.
- TYPE B1 – Facility Sign (upper echelon)
- TYPE B2 – Facility Sign (lower echelon)
- TYPE B4 – Building Entry Sign
- TYPE D2 – Directional Sign
- Traffic Signs – Follow the Manual on Uniform Traffic Control Devices

8.2 Facility Identification

- Given the approval of the Base Sign Manager and the Architectural Compatibility Manager, lettering will be allowed on the exterior of prominent facilities. Size, type and color of lettering will be approved on a case by case basis.

8.3 Logos and Supergraphics

- Painted logos and racing stripes are no longer acceptable. The Base Sign Manager will strive to reduce any existing supergraphics and self-help organizational logos.

8.4 Special Signs

- Special Signs will be permitted for unique situations subject to the approval of the Base Architectural Compatibility Manager.

9.0 Traffic Considerations

Parking problems, curbing details, landscaping

9.1 Parking

- Parking has traditionally been a problem at Robins AFB.
- 78 SPS is the authority for assigning reserved parking spaces. Requests for reserved parking should be submitted to them along with justification and organization point-of-contact.
- Parking stall width should be determined by the use of the lot. For example parking spaces for BX or Commissary lots where drivers have to deal with packages should be wider than employee parking with low turnover. In general, spaces should not be smaller than 9 feet wide.
- Handicapped parking spaces should match the required standard from the UFAS or the ADA, whichever is predominant.

9.2 Curbing Standards

- 78 CEG/CEZ has developed a Curbing Plan to improve the Base infrastructure.
- Base standard is a 24-inch curb and gutter unless existing site conditions require compatibility with existing curb and gutter of a different size. Curbs should normally not be painted. In special circumstances the curbs may be painted dark brown or yellow depending on the visibility requirements. Obtain approval from the architectural compatibility manager.
- Curbing standards will conform to the handicapped accessibility requirements defined by UFAS or the ADA, whichever is predominant.

10.0 Landscaping

Landscape themes include planting treatments, site elements, barriers and screening, pedestrian environments, and open space; all of which contribute to the environment and visual quality of Robins AFB.

10.1 Recommended Plantings

- All landscape plantings shall conform to the list of Robins AFB Recommended Plantings. This list is available in the Base Facility Standards.

10.2 Site Elements

- Consistency is the most critical factor in the selection of various site elements such as benches, trash receptacles, lighting fixtures, small shelters, and street furniture.
- Designers shall pay considerable attention to maintaining compatibility with similar site elements within a particular architectural district on Robins AFB. When no true compatibility exists, the designer shall coordinate material selection with the Base Architectural Compatibility Manager.
- When practical, a dark bronze anodized finish shall be selected for all site elements on base.

10.3 Fencing and Screening

- Comprehensive screening considerations are a major element in strengthening the visual image of this base. Properly designed barriers dramatically improve the visual appearance of both facilities and the base as a whole.
- Three screening types are acceptable to reduce visual clutter on this base. Consistency and durability are critical. Well-designed screens should not draw attention to themselves and should be used at a minimum. Screening shall be considered/incorporated into the design of facilities to address the following types of items: Dumpsters, exterior mechanical and electrical equipment, storage/service areas, etc.

Brick Fencing

- Selection of brick must be compatible with the standards defined in Section 6.0 of this document.
- Brick fencing may be solid



Brick Fence

Brick fence to have limestone or exposed precast coping. Height not to exceed 7'-0". All bricks shall be laid in a running bond.

- or a combination of brick and wrought iron.



Wrought Iron Fence & Gate

Pacific style fencing. Hot dipped uniform zinc – Black.

Metal fencing

- Provide metal fencing in the “shadow box configuration.
- This is the preferred fencing method in all except special situations requiring brick.



Privacy Paneling blends with the surrounding environment or nearby buildings while providing privacy, security and screening. Base color is Robins 48.in the Industrial Flightline and Robins 62 elsewhere.

Vinyl Fencing

- White vinyl fencing may be acceptable in residential applications.

Chain Link Fencing

- This type of fencing is only acceptable when required by security regulations. When required, screen with shrubbery. If not possible, provide fabric screening attached to the fence.

10.4 Bollards

- Provide bollards where required to protect structures or equipment.
- Bollard shall be 6” schedule 40 steel pipe filled with concrete. Color shall be Robins 48 with a 4” wide painted strip 4” from the top. The strip shall be Robins 68 with reflective beads incorporated into the point.

10.5 Gazebos

- In the past, there has been a proliferation of gazebos erected on Robins Air Force Base without a coherent architectural style, color coordination and, in some cases, site approval. Uniform standards are needed to ensure these structures enhance our facilities rather than detract from them.
- All gazebos erected on Robins Air Force Base must be approved by the Base Civil Engineer. Requesters must submit to the Base Civil Engineer a proposed site plan layout showing the distance from existing buildings and concept drawings of the proposed gazebo for approval. Requests should be submitted to 778 CES/CEZP.
- Gazebos will be normally octagonal in shape, non-ornamental in style, and constructed of quality materials. The gazebo will be constructed of a premanufactured kit of cedar or aluminum. Aluminum will be prefinished anodized dark bronze and cedar will be stained.
- The screen porch behind dormitory 792 is a good example of the application of painted aluminum in conjunction with wood decks.

11.0 Interior Design Standards

Well-coordinated, neutral color schemes hold up over longer periods of time. Good design extends beyond aesthetics to provide durability, acoustical and energy-saving value, as well as morale enhancement for the inhabitants.

The goal is to ensure interior appearance of each facility is based on carefully established professional design standards rather than arbitrary personal preferences.

AFMC Facility Quality Program

11.1 Interior Finishes

- All permanent finishes (ceramic tile, counter tops, vinyl tile, etc. shall be neutral colors. Brighter accent colors may be used only in small areas; trendy patterns and colors shall be avoided.
- Ease of maintenance should be foremost in the selection of interior finishes. Patterned carpet hides soil and traffic paths; semi-gloss or egg-shell finish paints are washable; white or pastel shades should be used only in low traffic areas, etc. corner guards and chair rails should be used to protect wall coverings.
- Type II commercial vinyl wall coverings are recommended for all areas. Neutral colors and textures are referred to patterns. Wall covering shall be used below a chair rail with paint above.
- All suspended acoustical ceilings shall be a 2-foot by 2-foot grid and tile to reduce the possibility of sagging. Recessed grid with drop-edge tile shall be used as the standard.

11.2 Carpet

- USAF carpet policy requires a minimum weight of 26 ounces, level loop, and patterned (multi-colored and loop graphics) of 100 percent continuous filament nylon (Type 6 or 6.6)
- Cut pile or solid colors may be used for borders in executive offices or distinguished visitors' (DV) suites only.

12.0 Self-Help Program

The 78 CEG Self-Help Store provides Military Family Housing customers with the resources necessary to complete consistent and successful in-house construction projects. The self-help program is dedicated to providing housing with professional materials in a timely manner with outstanding support to accomplish many types of construction projects.

12.1 Self-Help Store

- The self-help store provides military family housing occupants with many resources for use with both interior and exterior construction projects.
- Housing Occupants can purchase quality construction materials and various landscaping items to improve the residential areas within District 4 of Robins AFB. Furthermore, all customers can sign out tools at no expense.

13.0 Energy Conservation

Energy costs account for a significant portion of the Defense Budget. In light of this, the Department of Defense (DOD) has established rigorous energy cost reduction objectives for all subordinate agencies. Meeting these objectives requires the scrutiny of all elements of our operations to determine areas of potential improvement. Architectural design of energy-efficient facilities is one such area.

13.1 Base Energy Manager

- In accordance with DOD objectives to reduce energy consumption, Robins AFB has assigned a Base Energy Manager to focus energy conservation efforts.
- The Base Energy Manager is responsible for creating and implementing the various energy plans which follow

13.2 Energy Annex to the AFMC Energy Plan

- This annex outlines the Robins AFB Energy Program, defines its objectives, and describes future alternatives. The energy program addresses goals and initiatives taken and proposed to reduce energy consumption and cost and to improve energy efficiency.

13.3 WR-ALC Energy Strategic Plan

- This plan identifies specific action items recommended by the Base Energy Manager, which will reduce energy consumption over time. The plan pursues items over the short term (1 year), medium term (2 years), and long-range objectives over a 5-year period.

13.4 Heating and Cooling Policy

- Heating and cooling are significant energy cost drivers for Robins AFB and the WR-ALC. Heating and cooling costs account for approximately 25-30 percent of the WR-ALC \$17 million energy bill. This plan describes objectives necessary to reduce energy costs attributed to heating and cooling.

13.5 Workplace Lighting Policy

- Lighting plays a major role in the effective accomplishment of the WR-ALC mission. Without sufficient lighting, our productivity and quality of work suffers. On the other hand, excessive lighting, such as operating lights during non-duty hours, wastes our energy dollars. This policy addresses the present, with the objective of curbing waste, and the future, with the objective of improving lighting efficiency.

14.0 References

This document is intended to provide references to specific details critical to successful architectural compatibility at Robins AFB.

1.0 Executive Summary

- AFMC Facility Quality Program
- AFMC Commander's Desktop Guide to Excellence in Base Operating Support (BOS)

2.0 Architectural Districts

- AFMC Facility Quality Program
- Architectural and Landscape Design Criteria for Joint STARS Mission Beddown (ACC)

3.0 Historic Preservation

- The Secretary of the Interior Standards for Rehabilitation and Guidelines for Rehabilitating Buildings

4.0 Handicapped Accessibility

- Uniform Federal Accessibility Standards
- The Americans with Disabilities Act (ADA)

5.0 Base Comprehensive Planning

- Robins AFB Base Comprehensive Plan
- Air Installation Compatibility Use Zone (AIZUZ)
- Joint Land Use Study (JLUS)

6.0 Architectural Finishes

- Boral Bricks, Inc., Burns Division
P.O. Box 4787 Macon, GA 31208
(912) 743-8621

7.0 Roofing

- Air Force Sloped Roof Policy

8.0 Exterior Signage

- Robins AFB Sign Standards
- AFPAM 32-1099 Sign Standards

9.0 Traffic Considerations

- Robins AFB Curbing Plan
- Manual of Uniform Traffic Control Devices (MUTCD)

10.0 Landscaping

- Robins AFB Base Facility Standards

11.0 Interior Design

- AFI 32-1024, Standard Facility Requirements
- Air Force Engineering Technical Letter (ETL) 90-2, General Policy for Prewired workstations and Systems Furniture
- NFPA 101 Code for Safety to Life from Fire in Buildings and Structures
- Carpet Standard

12.0 Self-Help Program

13.0 Energy Conservation

- Energy Act of 1992
- DOD Energy Manager's Handbook
- Federal Relighting Initiative (FRI)
- The Energy Star Program
- ASHRAE/IESNA Standard 90.1-1999, Energy Standard for Buildings except Low-Rise Residential Buildings
- ASHRAE 100-1995

APPENDIX M

BASE FACILITY STANDARD

Revisers: Please annotate your actions on the Revision Notes page right after the MILCON Introduction page.

***** Project Manager:

The first two title pages are for firms working for us in the 78 CEG.

The next two title pages after that are for firms doing MILCON designs.

The pages after that apply to all designs, including in-house projects.

BASE FACILITY STANDARD (BFS) -- ROBINS AFB, GA

FOR ARCHITECTURAL-ENGINEERING FIRMS
PERFORMING DESIGN SERVICES AT ROBINS AFB

MANAGED BY 78 CEG

Revised 22 Jul 2002

Page i

INTRODUCTION - FOR BASE MANAGED PROJECTS

This guide is to be treated as an official applicable code. It establishes mandatory requirements for all construction projects at Robins AFB, GA. The authority having jurisdiction is the office of the Base Civil Engineer, 78 CEG/CC. (Under the Base Civil Engineer are two separate Squadrons, 78 CES and 778 CES. Most facility design projects are handled within the 778 CES.) Each section in the guide will identify the person responsible for the standards of that section.

For projects involving depot maintenance facilities such as aircraft hangars and the Avionics Complex, the general oversight is by the Chief of 778 CES/CECM.

For all other projects, the general oversight is by the Chief of 778 CES/CECE.

BASE FACILITY STANDARD (BFS) -- ROBINS AFB, GA

FOR ARCHITECTURAL-ENGINEERING FIRMS
PERFORMING DESIGN SERVICES AT ROBINS AFB

ON MILITARY CONSTRUCTION (MILCON) PROJECTS

Revised 22 Jul 2002

INTRODUCTION - FOR MILCON PROJECTS

This Base Facility Standard is to be treated as an official applicable code. It is a mandatory technical guide that establishes requirements for construction projects at Robins AFB, GA. The "authority having jurisdiction" referenced in standards and codes, such as the National Electrical Code, is the office of the Base Civil Engineer, 78 CEG/CC. Each section in the guide will identify the person responsible for the standards of that section.

For projects involving depot maintenance facilities such as aircraft hangars and the Avionics Complex, the general oversight is by the Chief of 778 CES/CECM.

For all other projects, the general oversight is by the Chief of 778 CES/CECE.

The Design Agent offices of the Army Corps of Engineers (COE) have agreed to incorporate these standards into all designs accomplished for facilities at Robins AFB. Items not addressed in these sections shall be designed per the latest COE guidance and specifications.

General oversight for the Base is by the Base Project Manager identified in the Requirements and Management Plan (RAMP).

DESIGN-BUILD: When the MILCON project is design-build, these standards shall be incorporated into the contract documents as mandatory requirements. The only time they will not apply is when a particular requirement in these is excluded with words such as "In lieu of the requirements in the Robins AFB Base Facility Standard, do (fill in)." When no such words are so stated, then these requirements overrule.

Revision Notes (Starting Jan 2000):

- 30-Mar-00 Mech Section 11 - Clarified natural gas vs. electric heat, refined VAV specs, and added mech and elec room heat/cool requirements.
- 14-Apr-00 Added using water motor gongs in mech section.
- 21-Apr-00 Added more detailed CADD and word processing requirements in the General (G) section. This now requires the COE to provide us a copy of the CADD and spec files within 30 days after the project is awarded for construction.
- 13-Jun-00 Revised CADD requirements to ensure we receive full sets of as-builts, including unchanged sheets.
- 16 June 00 Revised structural design references.
- 17 Oct 00 Strengthened mechanical requirements on emission producing equipment permitting requirements.
- 15 Nov 00 Added Landscape plant list.
- 16 Feb 01 General revision for format. Combined smaller related sections and reordered them all. Reformatted some sections to use same paragraph numbering throughout the BFS.
- 22 Mar 01 We made a comprehensive revision at BCE direction. Details on revisions:
General: Updated several early paragraphs.
Environmental: Minor updates.
Civil: Expanded paragraph on irrigation.
Mech:
Para. 4 – Revised compressed air distribution requirements.
Para. 9b – Changed Mechanical Chief from Richard Eunice to Alan Whitmire.
Para. 11a – Added sub paragraph 3 for outside air requirements.
Para. 11b – Corrected spelling.
Para. 10a – Revised steam and condensate requirements.
Para. 10c – Revised gas piping requirements.
Para. 2b – Revised fire protection requirements.
Para. 7b – Changed Military Handbook 1008 to 1008c.
Para. 8a – Changed from the National Plumbing Code to the Uniform Plumbing Code.
Para. 8b – Revised copper piping requirements.
Para. 10b – Revised chilled water piping requirements.
Para. 10c – Changed requirement of # 14 AWG to # 10 AWG.
Para. 15m – Revised requirement for underground fuel piping.
(Continued)

- 22 Mar 01 (Cont.)
Elec: Updated lightning protection to add ESE, revised parking and street lighting
- 01 May 01 Environmental: Minor update to more strongly reference base spec 01560 for Environmental Requirements, even for COE projects, since it lists so many local and state requirements
- 08 May 01 Civil-Structural: Added note on antennas and other user equipment mounted on roofs and sidewalls.
- 21 May 01 Civil-Structural: Added note on showing contractor laydown area and trailer location. Added requirement to termite pre-treat new buildings and additions.
Mech: Added note to check structure when adding HVAC and ceiling to existing unconditioned space.
- 06 Jul 01 Deleted Conflicts paragraph in Electrical on Interior Lighting.
- 09 Aug 01 Minor update to Standards references in Civil section.
- 05 Sep 01 Elec Section on Elevators - updated the fire protection criteria based upon latest codes.
- 8 Nov 01 Revised force protection requirements to incorporate 30 Aug 01 Department of Defense Antiterrorism Construction Standards (Draft)
- 07 Jun 02 Several changes:
All - Changed office symbols to match reorganization.
General - Added requirement for MS Word copy of structural design analysis
Civil - Added silt screen requirement during construction, spelled out parking lot striping, revised ladder safety devices, revised lawn sprinkler narrative, and mentioned digging permit process
Arch - Listed exterior doors required, clarified grid ceiling layout, and added interior design standards for dormitories
Mech - elaborated on life-cycle-cost analysis considerations, and clarified lavatory and urinal features
Elec - Mentioned directional boring, high mast foundations, TVSS on service entrance, lightning protection update, some system grounds to be 10 ohms or less, lighting clarifications, added occupancy sensors for lighting, and mentioned using small generators for emergency lighting.
- 10 Jul 02 Minor Editing.
- 22 Jul 02 Civil - Edited erosion control, road cuts, parking spaces, and added 15" pipe

BASE FACILITY STANDARD FOR ROBINS AFB, GA

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GENERAL STANDARDS AND DOCUMENTATION

1. GENERAL: This document presents mandatory requirements for all construction projects at Robins AFB, GA. (See Introduction at the beginning of this document.) Several major areas have been pulled out into separate documents to prevent this becoming an encyclopedia that is handed out for even the smallest projects. The following documents are to be treated as part of this standard and used when applicable:

a. Base Architectural Compatibility Standard. This defines exterior treatments regarding colors and materials, as well as related aspects of landscaping and screening.

b. AFPAM 32-1097, Sign Standards. Refer to the CE Sign Shop as the office that interprets and applies the Standards.

c. Procedural Guide for AE Contractors (for base managed projects only). This provides additional administrative requirements that AE (Architect-Engineer) firms must follow.

2. EXCEPTIONS:

a. In general, we seriously discourage exceptions, although we recognize each project presents unique situations that may require approved deviations. Refer questions or exceptions requests to the Chief of Engineering Design, 778 CES/CECE, unless dealing with a particular Section that lists a different responsible person.

b. Any exceptions granted to these requirements shall be noted clearly in the project design analysis.

c. If they are not noted in the design analysis and approved, then the designer must comply with all mandatory requirements in this document. Failures to do so will be considered design errors. Thus, at its option, the Government through the Base Project Manager may require the A-E to correct any errors or omissions or discrepancies in its design at any time after discovery up until construction completion and acceptance. These changes shall be made at no additional cost to the Government and will be considered for AE liability.

3. DESIGN STANDARDS: Design shall conform to latest Air Force design criteria and the Base Comprehensive Plan. In general, the Air Force standards are found in Military Handbook 1190, AFI 32-1023, and Engineering Technical Letters. Certain types of facilities have additional requirements. Verify for each project.

4. DRAWINGS:

a. Design documents shall be provided in MicroStation CADD format, closely conforming to the Tri-Services Standards requirements as well as mandatory Base supplements. The specific format must be IGDS. Copies of the CADD Standards are available from the Waterways Experiment Station web site and the CADD Manager in 778 CES/CEC. More specific info is detailed in the paragraphs below.

b. For Base managed projects use the master drawing sets available, such as cover sheets, borders, title block text, and GIS (Geographic Information System) site plan data.

c. Full-size drawings shall be on size D sheets to accommodate the Robins Micrographics equipment. Size E drawings are too large and shall not be used unless facility size makes D size use impractical. Receive approval from the Base Project Manager prior to using "E" size sheets. All drawings shall have a graphic scale on them.

d. Normally provide separate demolition and installation site plans for all utilities. Include topography when applicable.

e. Electronic Files Delivered after Contract Award (MILCON projects only)

(1) Originals: Provide a complete set of CADD files to RAFB in electronic format upon completion of the design and a revised set within 30 days after the project is awarded for construction if changes were made during bidding. If the contract is design-build, then provide the files within 30 days after the design is considered 100% complete.

(a) General:

1. Provide on 3 1/4" DS/DD floppy disks or CD-ROM all CADD generated drawings in a format fully compatible with the CECE MicroStation CADD system. Comply with all applicable requirements of the latest Robins AFB Civil Engineering CADD Standards.

2. Transfer the electronic files with a transmittal note by certified mail or in person to the Base Project Manager.

(b) Develop project file names according to the Robins AFB Civil Engineering CADD Standards.

(c) Project files shall be delivered to the Government in the project directory structure established by the Robins AFB Civil Engineering CADD Standards. This is currently a main directory named as the project number (such as 980213) and subdirectories as follows:

1. Directory "dgn" includes all dgn files and an index in Microsoft Word format, as described in the Robins AFB Civil Engineering CADD Standards. All dgn files must be in this one common directory, so do not place any dgn files in subdirectories under the "dgn" directory.

2. Directory "spec" includes all Specifications (fully readable in MS Word) and their index.

3. Directory "gov" includes all other required documents, such as cost estimates, bid schedules, design analysis, etc, also fully readable in MS Word or MS Excel.

(3) Mandatory CADD Files Format:

(a) Direct design in .dgn (MicroStation) format is strongly encouraged. All CADD graphic files must be delivered to the Government in .dgn format that is fully compatible with Base MicroStation CADD. NOTE: If the AE chooses to design in *.dwg (AutoCAD) format and translate into *.dgn format, then the AE is advised that some aspects may not translate properly, and thus the translated .dgn files must be reworked after translation. Designing in .dwg format is at the AE's own risk and does not relieve the AE of the mandated requirement for full compatibility with the Base system.

(b) Ensure each drawing sheet prints out the CADD file name in the title block.

(c) If you have questions or problems occur in the submittal of diskettes, contact the project manager or CADD System Manager.

f. For Corps of Engineers MILCON projects, a complete set of design documents revised to show actual as-built conditions shall be given to 778 CES/CECE within 30 days of the time of Base acceptance of the completed construction. The complete set shall include all changed as well as unchanged drawings. For O & M (Operations and Maintenance) projects this issue will be addressed in the contract documents.

5. SPECIFICATIONS AND CONTRACTING DOCUMENTS:

a. All Projects with Structural Design Analysis: Provide a complete copy of the structural portion of the design analysis in MS Word format to RAFB upon completion of the design, and a revised set within 30 days after the project is awarded for construction if changes were made during bidding. If the contract is design-build, then provide the files within 30 days after the design is considered 100% complete.

b. Base Managed Projects: Use the master specifications and contracting documents maintained in the 778 CES/CEC file server. These are provided in MS Word format, and all documents in the design packages must be submitted in Microsoft versions.

c. MILCON Projects: Certain Robins versions of COE Guide Specifications are maintained in the 778 CES/CEC file server and will be provided as applicable. We agreed with the COE to maintain these rather than write lengthy revision requirements in this document. All needed revisions and edits have already been made to these particular Sections. The Sections now maintained include these:

- 01560 – This environmental spec covers requirements at Robins.
- 14240 – Hydraulic Elevators
- 16335 – Padmounted Air Switches
- 16375 – Exterior Electric
- 16415 – Electrical Work, Interior
- 16500 – Communication Systems
- 16721 – Addressable Fire Alarm Systems

6. VICINITY MAP: Map will be provided showing location of Robins AFB in relation to the surrounding population centers, nearby airport, and the main gate to the Base.

7. BASE MAP: For O&M projects, a map will be provided showing the location of the following facilities:

- a. Main Gate
- b. Base Civil Engineer, Building No 1555
- c. Engineering Design and Construction Management, Building No 280
- c. Base Contracting Office, Building No 300

7. BASE SERVICES AND UTILITIES AVAILABLE TO THE CONTRACTOR:

a. The contractor shall collect and remove from Base all trash and construction debris for the duration of the project. Topsoil and suitable fill dirt may at the discretion of 78 CES/CETH be disposed of on Base at a site designated by them; otherwise, dirt determined by 78 CES/CETH to be unsuitable must be removed from the Base. The Houston County Landfill is located a few miles south of Warner Robins on Hwy 247.

b. No sanitary sewer dump stations are available for use by the Contractor.

c. Normal usage of potable water shall be provided the contractor free of charge.

d. Electrical service shall be metered by the contractor and reimbursed to the Government at current Base rates for Military Construction Projects. Utilities are normally provided free of charge to the Contractor on O & M projects.

8. SPECIAL CONSTRUCTION CONSIDERATIONS: Mild weather throughout the year imposes negligible construction season limitations for Robins Air Force Base.

a. All necessary construction materials and labor are available within the Warner Robins/Macon/Atlanta area, which is within an approximate 120-mile radius of the project site.

b. A digging permit from the Base is required prior to beginning any excavation. A permit to weld is also required prior to welding on site. Standard specifications in MS Word for these items will be provided to the designer.

c. If the project involves work in a facility which will remain partially occupied during construction, the specifications shall require the contractor to maintain utilities (including heating and air conditioning) to the occupied portions of the facility at all times during which it is occupied.

<<<<< END OF SECTION >>>>>

SPECIAL INITIATIVES

1. GENERAL:

a. Refer questions or exceptions requests to the Chief of Engineering Design, 778 CES/CECE. Any exceptions granted to these requirements shall be noted clearly in the project design analysis. These are mandatory requirements for all construction projects at Robins AFB.

b. The Air Force and DOD often discover special situations that result in new requirements that must be incorporated into the latest facility design and construction documents. These are split out into this section to be sure these new areas are properly addressed. The current special initiatives include force protection/antiterrorism, sustainable design, and metric dimensioning.

- c. Priorities:
- 1 Use soft metric in all design documents.
 - 2 Force Protection/Antiterrorism overrules all other standards.
 - 3 Sustainable Design comes next, but not in violation of the Base Architectural Compatibility Standards. Normally incorporate this concept in all cases where there is negligible cost difference from past practice. Discuss high cost cases with the Base Project Manager.
 - 4 Follow the rest of the Base Facility Standard for all other items.

2. METRIC DIMENSIONING – Use soft metric dimensioning on all design documents.

3. FORCE PROTECTION STANDARDS/APPLICABILITY

a. The standards in this section are governed by *Department of Defense Antiterrorism Construction Standards (Draft)*, 30 Aug 2001. It supersedes the *Interim Department of Defense Antiterrorism/Force Protection Construction Standards*, 16 Dec 1999. These standards are required for **new** construction projects funded with all classes of funds including MILCON and O&M starting in FY 04. Until then, the interim standards of 1999 apply. However, since there is little difference between the two, designs should comply with the 2001 standards unless impractical or otherwise uneconomical. What is given below is a short summary of the more common requirements under the new standard. See the standard itself for greater detail.

b. These standards apply to **existing** buildings where (a) repairs or renovations costing greater than 50% of the replacement value, (b) the building is converted to a higher classification; e.g., changing from and inhabited to primary gathering building, (c) window or door replacement projects are planned, use glazing that meets the new standard, or (d) additions of 50% or more of the size of the existing building require the existing building to be upgraded as well.

c. Franchised food operations and stand-alone shoppettes are exempt from the standoff distances to parking and roadways. All other standards apply. Family housing units of fewer than 12 units per building and gas stations and car care centers are exempt from all provisions.

d. DEFINITIONS:

Billeting. Any building where five or more unaccompanied DoD personnel are routinely housed.

Inhabited building. Buildings routinely occupied by five or more DoD personnel which also have a population density of greater than one person per 40 gross SM (430 SF). Note that portions of buildings can be considered inhabited, such as the administrative portion of shop buildings. This implies that the inhabited (or primary gathering) portion of a building has to meet the criteria herein, but the uninhabited portion does not.

Primary gathering building. Inhabited buildings that routinely house 50 or more DoD personnel. Note that it is possible for a building to not be an inhabited building, but to be a primary gathering building. This could occur in a large hangar where the gross area per person is below the criteria, but which has 50 or more employees.

Roadways. Any surface intended for motor vehicle traffic.

Access roads. Any roadway within a controlled perimeter (the base fence constitutes a controlled perimeter) such as maintenance, delivery, service, emergency, or other special limited use road that is necessary for operation of the building. (This includes drop off driveways.)

Parking. Areas designated where vehicles may be left unattended.

e. PHILOSOPHY. The philosophy of the standards is to build greater resistance to terrorist attacks into all inhabited structures. The primary way, and least expensive way, is to maximize standoff distances. Other important goals include reducing flying debris hazards and constructing superstructures to avoid progressive collapse.

f. MINIMUM STANDOFF DISTANCES. Stand off distances are given under two categories. If sufficient space is available to provide satisfactory standoff distance as defined by the standards, then the building can be constructed using largely conventional methods. For tight sites, smaller distances are allowed if the building is hardened. However, the minimums with hardening can't be reduced further. See table AP 1.1. Some selected distances are given below.

	Category	Not analyzed	Analyzed
Parking and Roadways	Billeting & Pri Gathering	25 m (82 ft)	10 m (33 ft)
	Inhabited	10 m (33 ft)	10 m (33 ft)
Building Separation	Billeting & Pri Gathering	10 m (33 ft)	No minimum

	Inhabited	No minimum	No minimum
Trash Containers	Billeting & Pri Gathering	25 m (82 ft)	10 m (33 ft)
	Inhabited	10 m (33 ft)	10 m (33 ft)

Note 1. Access roads must be controlled so that unauthorized vehicles are prohibited from gaining closer access than allowed for roads and parking above. For parking areas, if the parking is required to be closer than the specified standoff distances, then parking may be allowed as close as 10 m (33 SF) if the parking area has an entry control point(s) established. The standard does seem to allow some drive-up/drop-off and access roads that are not controlled (see AP 1.1.4). This is for facilities that require this such as child care centers, medical facilities, exchanges and commissaries, and schools. Where this is required, ensure that those areas or lanes are clearly defined and marked and that their intended use is clear to prevent parking of vehicles in those areas.

Note 2. Trash containers may be located closer to the building if the container is enclosed in a hardened enclosure. See the standard for more details.

Note 3. Unobstructed space must be provided for a minimum of 10 m (33 ft) away from the building. Nothing over 150 mm (6 in) high is allowed within that distance. This is to preclude concealment of a bomb or other terrorist device.

g. MECHANICAL AND ELECTRICAL EQUIPMENT.

(1). The preferred location of mechanical and electrical equipment such as transformers, air-cooled condensers, and packaged chillers is outside the unobstructed space or on the roof. This standard does not preclude the placement within the unobstructed space as long as the equipment does not provide an opportunity for concealment of explosive devices. If walls or other screening devices are placed around mechanical and electrical equipment within the unobstructed space, the equipment must be enclosed on all four sides and the top. Openings in the screening material will not be greater than 150 mm (6 inches).

(2). Air intakes for inhabited buildings must be at least 3 meters (10 feet) above the ground. Provide a kill switch easily accessible to the occupants that can shut down the mechanical system

(3). Route critical utilities so that they are not on the outside wall or next to the mailroom. Do not put redundant utilities in the same chase.

(4). Brace all overhead utilities to minimize the likelihood that they will fall. Design equipment mountings to resist live load forces of 0.5 times the equipment weight in any direction and 1.5 times the equipment weight in the downward direction. Design to seismic standards also where required.

h. **STRUCTURAL.** There are a number of requirements for multistory buildings designed to prevent progressive collapse if one main member is damaged. Also, unreinforced masonry walls are prohibited for the exterior walls of new buildings. Provide a minimum of 0.05 % vertical reinforcement with a maximum spacing of 1200 mm (48 in). For existing buildings, implement mitigating measures to provide an equivalent level of protection.

i. **GLAZING.** Use a minimum of 6-mm (1/4 in) nominal laminated glass for all exterior windows and glazed doors. The glass consists of two nominal 3-mm (1/8-in) glass panes bonded together with a minimum of a 0.75-mm (0.030-inch) polyvinyl-butyrac (PVB) interlayer. For insulated glass units, as a minimum the inner pane must be 6-mm laminated glass. Alternatives that meet the same performance are acceptable. Also, where minimum standoff distances are not available, provide enhanced glazing to provide the equivalent level of protection. See the standard for specific requirements for window frames (AP 1.3.1.2)

j. **ENTRANCES/EXITS.** Entrances and exits for new inhabited buildings must not face the installation perimeter if there will be a direct line of sight from outside the installation. For existing buildings, change the main entrance or screen the main entrance.

k. **MAILROOMS.** Locate mailrooms on the perimeter of the building and as far from the populated portions of the building and critical infrastructure as possible.

l. **ROOF ACCESS.** New buildings must have roof access from internal stairways or ladders. For existing buildings, eliminate exterior roof access where possible, or secure external ladders with safety climb devices or similar mechanisms per AFI 91-22. Ladder safety devices, cages, or wells are required on all fixed ladders 20 or more feet.

m. **MASS NOTIFICATION.** All new inhabited buildings must have a timely means to notify occupants of threats and instruct them in what to do in response to the threats. Any system that provides this is acceptable. For existing buildings the requirement is mandatory for billeting and primary gathering buildings, but recommended for all inhabited buildings.

n. **RECOMMENDATIONS.** There are a number of recommended measures that are not mandatory. See Appendix 2 for details. One of the items to consider is to locate drive up and drop-off points away from large glazed areas. There are a number of recommendations for laying out the building interior. Also, the standard recommends minimizing the size and number of windows.

4. **SUSTAINABLE DESIGN (Under Development)** - Designers shall incorporate sustainable design criteria into designs for Robins AFB.

<<<<< END OF SECTION >>>>>

ENVIRONMENTAL AND LANDSCAPING

1. **GENERAL:** Refer questions or exception requests to the Civil-Electrical Chief in 778 CES/CECE. Any exceptions granted to these requirements shall be noted clearly in the project design analysis. This section supplements the requirements and local criteria contained in the base's master specification 01560.

2. **LOCAL CONDITIONS AND SPECIFICATIONS:** Base master specification 01560 is kept updated on the latest environmental issues at Robins. Refer to it for disposal of fluorescent light tubes and ballasts, local disposal of solid, hazardous, and toxic waste, local landfill procedures, permits required, etc.

3. **ENVIRONMENTAL IMPACT ANALYSIS (AFR 19-2, PARA 9):** Each project is reviewed for environmental impact. The Government shall determine the environmental analysis required. The following items are used to show the status of an Environmental Analysis:

- a. Categorical exclusion applies.
- b. Environmental assessment under preparation.
- c. Environmental assessment and FONSI completed.
- d. Draft EIS under preparation.
- e. Draft EIS filed.
- f. FEIS under preparation.
- g. FEIS filed.

4. **THREATENED AND ENDANGERED SPECIES (AFI 32-7064):** Do not affect any threatened or endangered species.

(Note: Not all of these status statements must be used, but only those that apply to the subject project.)

- a. Project has no potential for affecting threatened or endangered species or critical habitats.
- b. Threatened or endangered species will not be affected based upon advice from the regional office, U.S. Fish and Wildlife Services (USFWS).
- c. Formal consultation with the regional office, USFWS, is in progress.
- d. Formal consultation with the regional office, USFWS, completed.

5. **WATER QUALITY (AFR 19-1, AFR 88-15, AFP 19-5):** The project shall be reviewed to see if the water quality will be affected by the construction of this project. The following items are used to show the status of water quality:

(Note: Not all of these status statements must be used, but only those that apply to the subject project.)

a. Wastewater treatment management program for area (PL 92-500) is a function of the Environmental Management Directorate of Robins AFB.

b. Water quality criteria and standards (federal, state, and local). Water quality and standards are in accordance with 40 CFR 112, SPPCC Plan 40, CFR 120, applicable sections of PL-20-500, Georgia Water Quality Act, as amended and local regulations and NPDES Permit GA 0002852.

c. Treatment requirements coordinated with EPA and state requirements.

d. Facilities to be installed to meet regulatory agency criteria.

e. Wastewater characteristics (include average flow).

f. Where connections to an existing system are proposed:

(1) Wastes compatible with existing treatment process.

(2) Additional volume will not hydraulically overload existing collection and treatment system.

g. Permit requirements.

6. AIR QUALITY (AFR 19-1, AFM 19-5): The project shall be reviewed to see if the air quality will be affected by the construction of this project. The following items are used to show the status of water quality:

(Note: Not all of these status statements must be used, but only those that apply to the subject project.)

a. Applicable air quality criteria (federal, state, and local).

b. Type and amount of pollutants generated.

c. Action taken to comply with requirements.

d. Will abatement measures proposed result in other pollution problems (water pollution, solid waste problem, noise, etc.).

e. Existing control equipment/monitoring procedures.

f. Permit requirements (PSD, state, etc.).

g. Friable asbestos abatement work addressed?

h. Compliance with Volatile Organic Compound (VOC) regulations (federal, state, local).

7. SOLID WASTE (AFR 19-1, AFP 19-5): The project shall be reviewed to see if solid waste disposal will be affected by the construction of this project. The following items are used to show the status of solid waste:

(Note: Not all of these status statements must be used, but only those that apply to the subject project.)

- a. Applicable solid waste disposal system criteria (federal, state, and local).
- b. Waste volume generated: include type and characteristics of material to be disposed, while maximizing recycling /reuse of waste material.
- c. Method of disposal, if by landfill: lechate contamination or pollution of groundwater.
- d. Possibilities for recycling or use of contaminated fuel.
- e. Type or waste involved (industrial, domestic, etc.).
- f. Permit requirements.

8. NATURAL RESOURCES (AFI 32-7064 and RAFBI 32-7064): The project shall be reviewed to see if natural resources will be affected by the construction of this project. The following items are used to show the status of natural resources:

(Note: Not all of these status statements must be used, but only those that apply to the subject project.)

- a. Protection of forest resources.
- b. Impact on agricultural out leases.
- c. Protection of fish and wildlife habitats.
- d. Preservation of outdoor recreation resources.
- e. Impact on prime or unique farmlands.
- f. Impact on wetland areas.

9. LANDSCAPE DESIGN:

a. Approved plantings for the area include all those plants commonly used for landscaping in the area and in keeping with adjacent existing plantings. The Base Architectural Compatibility Standard and the Base Land Management Plan will provide additional information concerning desired and approved plants.

b. Facility setbacks shall be as shown in the Base Land Management Plan.

- c. Types of turf shall be as shown in the Base Land Management Plan.
- d. Seeding and sodding requirements over utility lines and at project site vary depending upon location.
- e. Automatic sprinkler systems shall be installed for those areas that require regular maintenance and watering. See the Civil Section for detailed requirements.
- f. Plants approved for Robins AFB are as follows (per Bob Sargent in WR-ALC/EM):

(1) Grasses

- Centipede grass (*Eremochloa ophuriodes*)
- Bermuda Grass (*Cynodon dactylon*)
- St. Augustine Grass (*Stenotaphrum secundatum*)

(2) Ground Cover

- Carpet Blue (*Ajuga reptans*)
- Daylily (*Hemerocallis* sp)
- Andora Juniper (*Juniperus horizontalis*) “Plumosa”
- Blue Chip Juniper (*Juniperus horizontalis*) “Blue Chip”
- Blue Rug Juniper (*Juniperus horizontalis*) “Wiltonii”
- Parsons Juniper (*Juniper davurica*) “Expansa”
- Galax (*Galax aphylla*)
- Ferns (variety of species)
- Liriope (*Liriope muscari*)
- Creeping Liriope (*Liriope spicata*)
- Big Leaf Periwinkle (*Vinca major*)
- Common Periwinkle (*Vinca minor*)
- St. Johns Wort (*Hypericum calycenum*)

(3) Climbing Vines

- Carolina Yellow Jessamine (*Gelsemium sempervirens*)
- Trumpet Creeper (*Campsis radicans*)
- Muscadine (*Vitis rotundifolia*)
- Confederate Jasmine (*Trachelospermum jasminoides*), Madison cultivar

(4) Shrubs

- Virginia Sweetspire (*Itea virginica*)
- Common Sweetshrub (*Calycanthus floridus*)
- Azalea (*Rhododendron* sp) – there are some excellent native species. Use native!
- Glossy Abelia (*Abelia grandiflora*)
- Possumhaw (*Ilex decidua*)
- Common Winterberry (*Ilex verticillata*)

Dwarf Burford Holly (*Ilex burfordii*)
Dwarf Yaupon Holly (*Ilex vomitoria*)
Needlepoint Holly
Repandens Holly (*Ilex crenata*) “Repandens”
Helleri Holly
Wax Myrtle (*Myrica cerifera*)
Mapleleaf Viburnum (*Viburnum acerifolium*)
Chinese Snowball Viburnum (*Viburnum macrocephalum*)
American Beautyberry (*Callicarpa americana*)
Smooth Hydrangea (*Hydrangea arborescens*)
Oakleaf Hydrangea (*Hydrangea quercifolia*)
Red Buckeye (*Aesculus pavia*)
Loropetalum (*Loropetalum chinense*)

For crape myrtle, buy varieties that have strong resistance to powdery mildew infection. Good varieties include Acoma (white flowers), Natchez (white), Hopi (pink), Tonto (red), Biloxi (pale pink), Muskogee (lavender), and Tuscarora (dark pink)

Other useful shrub species include India hawthorn, Jack Frost ligustrum, little red oleander (keep in mind that this is poisonous--don't plant near houses or playgrounds), pampas grass, and firethorn (e.g., *Pyracantha*—has thorns!).

(5) Trees

White Oak (*Quercus alba*)
Southern Red Oak (*Quercus falcata*)
Laurel Oak (*Quercus hemisphaerica*)
Live Oak (*Quercus virginiana*)
Willow Oak (*Quercus phellos*)
Chestnut Oak (*Quercus prinus*)
Eastern Red Cedar (*Juniperus virginiana*)
Deodar Cedar (*Cedrus deodara*)
American Holly (*Ilex opaca*)
Loblolly Pine (*Pinus taeda*)
Shortleaf Pine (*Pinus echinata*)
Eastern Redbud (*Cercis canadensis*)
Southern Magnolia (*Magnolia grandiflora*)
Yellow Poplar (*Liriodendron tulipifera*)
Flowering Dogwood (*Cornus Florida*)
Winged Elm (*Ulmus alata*)
River Birch (*Betula nigra*)
Green Ash (*Fraxinus pennsylvanica*)
Black Cherry (*Prunus serotina*)
Carolina Laurel Cherry (*Prunus caroliniana*)
White Fringetree (*Chionanthus virginicus*)
Carolina Silverbell (*Halesia carolina*)

Crabapple (Malus sp.)
Red Maple (Acer rubrum)

Regarding Bradford Pear, Yoshino Cherry, and Leyland Cypress: there has been a strong tendency to overuse these species in the landscape. Yoshino Cherry (and Leyland Cypress to a lesser degree) is very susceptible to disease problems. Bradford Pear is a vigorous tree, but it is short-lived, and requires a great deal of maintenance. Recommend that all three species be used sparingly.

(6) Problem Plants. We are creating problems for ourselves by planting species that don't handle the middle Georgia climate well, are disease prone, or get out of control and overrun the landscape. We had a contractor conduct a study to identify nuisance exotic species on base last year. Here are the species that were identified:

(a) Severe problem. Don't plant these:

Autumn olive
Chinese Privet
Japanese honeysuckle
Kudzu
Multiflora rose
Chinese tallow tree (these have been planted in the Lakeside area; now they are spreading across the southeastern area of the base near PAVE PAWS)

2) Serious problem. Minimize their use in the landscape:

Mimosa
Alligatorweed (obviously this should have been ranked as a severe problem)
English ivy (this plant is out of control in parts of the housing areas, particularly the Lakeside area; it can kill trees)
Asian dayflower
Chinese wisteria (it's pretty, but it kills trees)

3) Low threat exotics:

Nandina (should only plant dwarf)
Photina (redtips)—don't plant these—serious disease problems on Robins
Bahia grass (don't plant this)

<<<<<<< End of Section >>>>>>>

CORROSION CONTROL

1. GENERAL:

a. Refer questions or exception requests to the Base Corrosion Control Engineer in Maintenance Engineering, 78 CES/CEA. Any exceptions granted to these requirements shall be noted clearly in the project design analysis.

2. GENERAL CRITERIA FOR EXTERIORS OF UTILITY SYSTEMS: In general, all above ground portions of utility lines and equipment shall be protected against corrosion by galvanizing or protective coatings. In general, underground lines and equipment made of metal shall be either uncoated or coated and cathodically protected. Details follow:

a. Metal Posts, Columns, and Bollards in contact with or embedded in concrete: Coal tar epoxy system for electrical insulation before placing on or in concrete. Final dry thickness of coats shall be 6 mils.

b. Metallic Parts in Concrete Pits: When no provisions are made to prevent water in the pits, add a zinc anode (min. 3 lb.) at the lowest metallic point.

c. Water Tanks:

(1) Exterior: Use an approved primer and two coat system.

(2) Internal: Provide impressed current cathodic protection with hi-silicon cast iron anodes.

d. Above Ground Tanks with Underground Lines: Provide protection of lines based upon type of substance stored.

e. Underground Tanks:

(1) Use double lined fiberglass tanks. Follow latest guidance from WR-ALC/EM on leak detection and other environmental standards.

(2) Provide protection of lines based upon type of substance stored.

f. POL Tanks shall have the bottoms coated and cathodically protected with isolation from other systems.

g. POL Lines shall be factory coated black steel with cathodic protection and isolating flanges. Provide surge arresters across the flanges to prevent sparks.

h. Natural Gas Lines shall be high-pressure polyethylene (PE) with PE valves and joints.

(1) Field locating (to enable path detection and to connect metal sections of the lines):

(a) Install marking tape with metal tracing wire 1 foot above pipe.

(b) Also install tracer wires placed on the lines using #14 AWG Cu with nicked TW insulation.

(2) Use metal riser assemblies at facilities (with isolating joints for metallic lines) and 1-pound hi-pot magnesium anodes connected.

i. Steam And Condensate Lines shall be metallic meeting ETL 88-6 with exterior coatings and cathodic protection.

(1) Use isolating flanges at facilities and major above ground transitions.

(2) Locate anodes at least 15 feet from lines to prevent drying out the ground around the anodes.

(3) Do not allow anode wires to cross either set of lines.

(4) Insulate the lines from the concrete in pits to prevent touching and accidentally protecting rebar.

(5) If using COE specification, modify it to require cathodic protection regardless of soil resistivity, to counter effects of anaerobic bacteria.

j. Domestic Water Lines shall be one of these:

(1) Plastic:

(a) Field locating (to enable path detection and to connect metal sections of the lines):

1. Install marking tape with metal tracing wire 1 foot above pipe.

2. Also install tracer wires placed on the lines using #14 AWG Cu with nicked TW insulation.

(b) Use metal riser assemblies at facilities with 1-pound hi-pot magnesium anodes connected.

(2) Cast iron lines.

(a) Do not coat the cast iron.

(b) Bond the joints with No. 4 Cu AWG insulated wire. Coat both ends of the Thermit wire connections.

(3) Ductile iron.

(a) Coat ductile iron:

1. Factory applied coating with field verification and correction is first choice.

2. Coal tar epoxy system is second choice.

(b) Bond the joints with No. 4 Cu AWG insulated wire. Coat both ends of the Thermit wire connections.

(c) Provide cathodic protection.

1. Use isolating flanges at facilities and major aboveground transitions.

2. Insulate the lines from the concrete in pits to prevent touching and accidentally protecting rebar.

k. Chilled and Hot Water Lines shall be metallic with exterior coatings and cathodic protection.

(1) Use isolating flanges at facilities and major aboveground transitions.

(2) Insulate the lines from the concrete in pits.

l. Industrial Waste Lines shall be one of these:

(1) PVC or other plastic is the first choice, provided the designer determines this is compatible with the waste products.

(a) Field locating (to enable path detection and to connect metal sections of the lines):

1. Install marking tape with metal tracing wire 1 foot above pipe.

2. Also install tracer wires placed on the lines using #14 AWG Cu with nicked TW insulation.

(b) Use metal riser assemblies at facilities with 1-pound hi-pot magnesium anodes connected.

(2) Cast iron.

(a) Do not coat the cast iron.

(b) Bond the joints with No. 4 Cu AWG insulated wire. Coat both ends of the Thermit wire connections.

(3) Ductile iron.

(a) Coat ductile iron:

1. Factory applied coating with field verification and correction is first choice.

2. Coal tar epoxy system is second choice.

(b) Bond the joints with No. 4 Cu AWG insulated wire. Coat both ends of the Thermit wire connections.

(c) Provide cathodic protection.

1. Use isolating flanges at facilities and major aboveground transitions.

2. Insulate the lines from the concrete in pits to prevent touching and accidentally protecting rebar.

m. Sanitary Waste Lines shall be one of these:

(1) Cast iron.

(a) Do not coat the cast iron.

(b) Bond the joints with No. 4 Cu AWG insulated wire. Coat both ends of the Thermit wire connections.

(2) PVC, Vitrified Clay, or Concrete. For field Locating (to enable path detection and to connect metal sections of the lines):

(a) Install marking tape with metal tracing wire 1 foot above pipe.

(b) Also install tracer wires placed on the lines using #14 AWG Cu with nicked TW insulation.

n. Electrical Lines when metal shall be coated but not cathodically protected. Do not use direct buried concentric neutral cables.

3. GENERAL CRITERIA FOR INTERIORS OF UTILITY SYSTEMS:

a. Potable water shall be in accordance with MIL-HDBK 1005/7A, DATED 1 SEP 99. Our well water is very corrosive and non-scaling.

b. Hot or Chilled Water systems for heating or cooling shall have equipment and chemicals installed for chemical water treatment in accordance with AFR 91-40. This applies to both closed and open-type recirculating systems.

c. Steam systems for heating shall have equipment and chemicals installed for chemical water treatment in accordance with AFR 91-40. This applies to both closed and open-type recirculating systems.

d. Storage Tanks for liquids shall be protectively coated on the interiors with interior cathodic protection when water is the liquid stored.

e. Other Utility systems do not require interior corrosion treatments.

4. DETAILED CRITERIA FOR EACH CORROSION PROTECTION METHOD. Insure drawings and specifications address these items:

a. Material Selection: Provide quality details to insure industry minimums are not used by installers when higher-level materials are required.

b. Protective Coatings:

(1) Prepare coating specifications for above and below ground high value metallic structures per AFM 85-3, "Paints and Protective Coatings" (revised 1982), except as modified below.

(2) Prepare metal surfaces using Rust Deoxidizing Primer (RDP) by Total Rust and Corrosion Control, Inc., in Atlanta, GA. Blasting systems are substitutes and must be individually approved for use at Robins AFB.

(3) On all metallic structures where we have approved surface preparation by blasting to white or near white finish, no blasted surface will be left unprimed beyond the normal workday. Any such unprimed surface must be reblasted.

(4) Do not use thin plastic film tapes, such as electrical tape, to coat underground structures or wiring. Reference NACE Standard RP-01-69.

(5) All protective coatings shall be mildew resistant.

(6) Verify coatings on underground utilities in field with holiday detector before burial.

(7) Coal Tar Systems:

(a) When using standard coal tar mastic on buried lines, use on RDP-prepared or near white blasted surfaces a primer and two coats of the coal tar to give a final dry thickness of 125 mils.

(b) When using coal tar epoxy on buried lines, use on RDP-prepared or near white blasted surfaces a primer and two coats of the coal tar epoxy to give a final dry thickness of 6 mils.

(8) Coat major cathodic structures like brass valves and copper lines underground to minimize corrosion of adjacent structures.

(9) Insulate thrust blocks on systems that have cathodic protection.

c. Cathodic Protection:

(1) Soil pH in the area generally ranges from 5.0 to 6.2.

(2) Soil resistivity on Base generally ranges from 10,000 ohm-cm to over 100,000 ohm-cm with anaerobic bacteria actively present.

(3) Base all cathodic protection design upon designer field tests made at the construction site. Tests include soil resistivity and water conductivity. We have soil resistivity grid maps of Robins for review.

(4) At Robins AFB, we now prefer deep well ground beds to conventional or distributed shallow bed designs. Obtain approval for other than deep well designs.

(5) Bury each pipeline in a separate trench with at least 2 feet separation from nearby utilities to preclude galvanic cells between different metals or new and old metals in case inadvertent metallic connections between the two ever occur.

(6) Install test stations and interference bonds for operational checks of cathodic protection systems and prevention of impressed current interferences between unprotected and protected pipeline systems.

(7) All cathodic protection designs not by Base specialists must be performed by a National Association of Corrosion Engineers (NACE) accredited "Corrosion Specialist." The Corrosion Specialist must have a minimum of five years experience in the design of cathodic protection systems.

(8) Criteria Of Protection:

(a) All installed cathodic protection systems must comply with the instant off rule.

(b) Due to the presence of anaerobic bacteria at Robins, our minimum criterion is -1.0V.

(c) No other criteria are allowed.

(9) Remember to connect the rectifier "+" terminal to the anodes in the field.

d. Industrial Water Treatment:

(1) General:

(a) Base the equipment installation upon specific information obtained at the construction site and upon existing Base water treatment methods. Information includes data such as current analysis of Base water.

(b) All water treatment design not by Base specialists must be performed by an NACE accredited "Corrosion Specialist" with at least five years experience in this design.

(c) Chemical pot feeders:

1. Use at least 5-gallon capacity.
2. Provide pressure gauge on intake side of protected system.

(d) Use interlocks to insure chemicals will not feed when main system is off; e.g., condenser pumps.

(e) Automatic chemical feed will use one of these methods:

1. Water meter - timer method, where chemicals are added in relation to water make-up.
2. Solids controller, to control boiler blow down and chemical feed based upon manual settings.

(f) Inject chemicals downstream of pumps.

(2) Chilled Water:

(a) Closed Systems:

1. 100 Tons or less: Use chemical pot feeders.
2. Over tons: Use automatic system.

(b) Open Systems (Cooling Towers): Use automatic system.

(3) Hot Water (Closed Systems):

- (a) 1000 MBTU/H or less: Use chemical pot feeders.
- (b) Over 1000 MBTU/H: Use automatic system.

(4) Steam:

- (a) Use automatic system.
- (b) Inject oxygen scavengers directly into the deaerator tank.
- (c) Inject boiler water chemicals into the feed water line right before the boiler drum.

(d) Blowdown Dumping:

1. At main plants, dump to industrial waste.
2. Dump elsewhere to sanitary waste.

(e) Provide for manual blowdown of tank bottom.

<<<<< END OF SECTION >>>>>

CIVIL (SITE, STRUCTURAL, WATER, WASTE, AND IRRIGATION)

1. GENERAL: Refer questions or exception requests to the Civil-Electrical Chief in 778 CES/CECE. Any exceptions granted to these requirements shall be noted clearly in the project design analysis.

2. LOCATION PLAN: (Scale 1" = 400'):

a. Facility/project location: The project will be located at Robins AFB, GA.

b. Site access: All commercial construction traffic must enter at Gate 4. Construction projects on the Flightline may be permitted to use Gate 1 only when approved by the Base. The peak traffic flows at the site are from 0700 to 0830 and from 1530 to 1700.

c. Construction material storage areas: The proposed construction storage areas shall be shown on the site plan and shall be available for storage of construction materials throughout the construction contract. The Contractor will be responsible for security measures.

3. SITE PLAN: (Scale 1" = 50').

a. Existing grades and contours shall be shown on the site plan.

b. The facility orientation shall be shown on the site plan.

c. Show construction contractor laydown area adjacent to the site. Coordinate with CECC or CECM to determine whether the contractor will be allowed to have a trailer at the site, or whether it must be located elsewhere on the base, then show or describe the trailer location.

d. Erosion Control: The "Manual for Erosion and Sediment Control in Georgia" shall be used to design all erosion control measures. Details shall be included in the plans.

e. Pavements: Existing and proposed pavements shall be shown on the site plan. Describe pavements in detail.

(1) Streets, parking lots, and sidewalks:

(a) All sidewalks shall be constructed of rigid pavement (concrete). Rigid pavement shall be designed in accordance with AFM 88-6, Chapter 3, while flexible pavements (such as asphalt) shall be designed in accordance with AFM 88-7, Chapter 3.

(b) Striping parking spaces: Use larger than minimum space widths and aisle widths in commercial areas such as the Base Exchange and Commissary. Many patrons have SUV's, so the widths must allow for wider and deeper vehicles, as well as greater turning radii. In low turnover areas, the parking stalls shall be 9' wide by 18.5' long. On high turnover areas, the parking stall shall be 9.5' wide by 18.5' long. The parking stripe shall be one stripe only (not doubled) and 4" wide.

(c) Road cuts: Road cuts have to be approved by the Base Civil Engineer. If asphalt road is cut, replacement pavement required will be a minimum of 8" of concrete and 1 1/2" of

asphalt. If concrete road is cut, replacement pavement required will be a minimum of 8" of concrete or the thickness of the existing pavement, whichever is greater. The replacement shall rest on no less than 12" of undisturbed soil on each side.

(2) Curbs, gutters, culverts, and pads: Provide sufficient curbs, gutters, culverts and other facilities to insure adequate drainage. No pipe smaller than 15" will be allowed. Do not paint curbs.

(3) Runways, taxiways, aprons, overruns, and shoulders: If the project involves construction of new, or alteration of existing, airfield pavement (including runways, taxiways, aprons, overruns and shoulders), the design must be reviewed for technical adequacy by the Base Pavements Engineer.

f. Bridges and fences: If the project involves construction of bridges, the design shall be in accordance with the latest edition of American Association of State Highway and Transportation Officials (AASHTO). If the project involves construction of fences, such fences shall be constructed in accordance with Military Handbook 1190, and AFM 86-2.

g. Structures and existing trees over three inches diameter shall be shown on the site plan. Remove only those trees necessary for the construction of the building. The designer shall incorporate as many of the remaining trees as possible into an effective landscaping plan in conjunction with a parking lot plan to accommodate the maximum number of vehicles. Specifically, show these on the site plan:

- 1) Existing railroads. No new railroads are required or anticipated.
- 2) Existing sanitary sewers.
- 3) Existing drainage ditches and headwalls.
- 4) Existing gas service lines.
- 5) Existing water lines.
- 6) Existing communication lines.
- 7) Existing EMCS lines.
- 8) Existing electrical lines.
- 9) Existing cathodic protection cables and equipment.
- 10) Existing heat service/steam lines.
- 11) Existing chilled water lines.
- 12) Existing POL facilities.

13) Existing fire hydrants.

14) Contractor construction limits for the project.

4. NARRATIVE DESCRIPTION:

a. Site restrictions: If the project site is in a restricted area, or the type of construction requires some site restrictions, then identify them in accordance with Air Force Standards.

b. Subsoil conditions: The soil in the area generally consists of poorly graded mixtures of sand clays and silty sands with the exception of the Flightline East Area where the soil generally consists of organic gray silty clay. The design Agent shall arrange for soil borings, plate-bearing tests, and CBR tests as required for a thorough subsoil investigation prior to final design. The water table varies basewide but is generally within 15-20 feet of the existing ground surface, with the exception of the Flightline East Area where the water table is generally within 0-5 feet of the existing ground surface.

c. Flood hazard evaluation: The existing elevation of the project site shall determine if is above or below the 100 year flood plain, which is at 258 feet above mean sea level. (In prior years the level had been 257 feet.)

d. AICUZ (Air Installation Compatible Use Zone) noise level criteria: The project site shall be evaluated for AICUZ noise level criteria to determine if any noise reduction will be required for this project.

e. Erosion/dust control requirements: Erosion control measures shall be designed in accordance with the latest edition of the "Manual for Erosion and Sediment Control in Georgia". Disturbed areas, including trenches, shall receive erosion control in the form of permanent turf established by seeding. Grasses and seeds shall be suitable for the area and season it is to be planted. Seeds shall be either Centipede or Bermuda if planted between April and August and Penntine or Falcon fescue if planted between September and March.

f. Base Comprehensive Plan (BCP) coordination: Describe conformance or nonconformance with BCP, such as future land use conflicts, etc.

g. Relationship of proposed siting to identified Installation Restoration Program sites. The project site location shall be identified by distance and direction (North, South etc.) from the IRP sites.

h. The use of cranes by construction personnel within the area around the airfield and runway requires formal crane permits. Contact 778 CES/CECP for assistance and information on the amount of advance notice required.

i. Digging Permits are required to do any excavation or earthwork. The weekly meetings are chaired by 78 CES and are usually held Monday mornings.

5. WETLANDS (AFI 32-7064): The project site shall be evaluated for the requirements of EO 11990.

6. FLOODPLAINS (AFI 32-7064): The project site shall be evaluated for the requirements of EO 11988.
7. ARCHAEOLOGICAL AND HISTORICAL SITES (LEE LTR, 4 JAN 82, PARA 1d): Consultation with State Historic Preservation Officer (SHPO) is required to determine if survey or evaluation indicates the project will or will not affect eligible property.
8. EO 12372, COORDINATION (AFI 32-7064): The project shall be coordinated with all intergovernmental departments as applicable.
9. FAA (AFI 32-7064): The project shall be reviewed for clearance requirements from the regional FAA.
10. NOISE SITING COMPLIANCE (AFI 32-7064): The project shall be reviewed for noise reduction requirements of AFM 19-10, If noise reductions apply, they shall be incorporated into the design and construction.
11. AIRFIELD CLEARANCE CRITERIA COMPLIANCE (AFR 86-14): The project shall be reviewed for compliance with airfield clearance criteria including clear zone and accident potential zones (AFR 86-14).
12. EXPLOSIVE QUANTITY/DISTANCE (Q/D) SITING AND SAFETY CRITERIA (AFR 127-100, CHAPTERS 5 AND 11): If a project involves munitions storage and explosives or other related facilities, it shall be reviewed for explosive quantity/distance siting and safety criteria (AFM 127-100, Chapters 5 and 11). If project does not involve explosives it shall be reviewed for Q/D clear zone criteria from any explosives facilities.
13. SOLAR APPLICATIONS: The designer shall review for energy conservation measures. (See Mechanical Considerations)
14. CIVIL DESIGN CONSIDERATIONS: The design shall incorporate civil design work necessary to adequately provide all site preparation included in the project. Civil design shall comply with the following Government design standards:
 - a. AFM 88-5, Chapter 4, Drainage for Areas other than Airfields
 - b. AFM 88-6, Chapter 8, Standard Practice for Concrete Pavements
 - c. AFM 88-6, Chapter 9, Bituminous Pavements Standard Practice
15. CIVIL CALCULATIONS: In addition, provide all civil design calculations at preliminary design submittal.
16. STRUCTURAL DESIGN CONSIDERATIONS: The A-E Design shall incorporate all structural design work necessary to construct a new facility or repair or modify and existing facility. Structural design shall comply with the following design standards in addition to those listed in Section G-1:

a. ASCE 7 (Latest Edition)-Minimum Design Loads for Buildings and Other Structures (excluding Chapter 9-Earthquake Loads).

b. TM 5-809-2/AFM 88-3, Chapter 2, Structural Design Criteria for Buildings

c. TM 5-809-3/AFM 88-3, Chapter 3, Masonry Structural Design for Buildings

d. TI 809-04, Seismic Design for Buildings (Dec 1998)

e. TI 809-05, Seismic Evaluation and Rehabilitation for Buildings (Nov 1999)

17. **STRUCTURAL CALCULATIONS:** In addition, the A-E shall provide all structural calculations at preliminary design submittal. The structural calculations shall include the following items:

a. Dead Load Break Down

b. Wind Load Calculation

c. Seismic Load Calculation

d. Comparison of Wind and Seismic Loads

e. Design of All Structural Elements: Roof Members, Walls and/or Columns and Foundations (Footings and Slabs)

f. Design of Building for Wind or Seismic Loads

18. **SPECIAL STRUCTURAL REQUIREMENTS:**

a. Unusual floor loads: The designer shall review the project for floor-loading conditions not normally encountered such as safes, industrial equipment, etc.

b. Clear span or height requirements: The project shall be designed for long span or height requirements as necessary.

c. Overhead support requirements: The project shall be designed for overhead support requirements including hoists, cranes, etc. as necessary.

d. Special bay sizes and access dimensions: The project shall be designed for special bay sizes with excessive dimension requirements as necessary.

e. Mezzanines: The project shall be designed for special floor loading requirements for all mezzanine areas as necessary.

f. Comply with force protection requirements as specified.

19. SUBSOIL INVESTIGATIONS: The soil investigation report shall include the following information about the soil:

- a. Drilling tests
- b. Soil layer classifications
- c. Water content
- d. Soil density based on standard penetration resistance
- e. Recommended allowable soil bearing capacity or single pile capacity
- f. A sketch of the area with the approximate location of soil boring holes

20. FOUNDATIONS: No foundation shall be constructed over existing or new water, sewer, steam, natural gas, chilled water, industrial waste and foundation drain lines. All foundations shall be stepped down to an elevation below the bottom of pipe invert elevation, or the pipe relocated.

21. ANTENNAS AND OTHER EXTERIOR USER EQUIPMENT:

a. No antennas or other user equipment are to be mounted on the roof or walls, unless the item was identified during the initial construction of the building with complete structural analysis and design included in the project design analysis and the construction drawings. No user equipment may be installed on the roof or walls of an existing building, since the original structural design did not provide for the weight and wind loads associated with any such equipment.

b. Exceptions may be granted only for small items approved on a case-by-case basis by the Structural Engineer in 778 CES/CECE or CECM. Request and approval must be in writing.

22. WATER SUPPLY:

a. The existing rated fire flow will be analyzed under a separate design section. See Fire Protection Standards.

b. All potable water on Robins AFB has been treated. The designer shall review to see if any additional treatment is required.

c. If the proposed project discharges any mixture of chemicals or solid waste into the industrial or water waste systems, the project shall be reviewed to determine if any additional chemical analysis of water is required to meet the EPA requirements for industrial or waste water treatment.

d. The existing Base water storage and distribution system will provide the water for the facility. The system consists of 5 or more wells producing up to 4200 gpm at 55 psig. This is currently insufficient to meet our needs in certain situations. The Base is attempting to obtain additional well capacity. The designer shall design the facilities to ensure adequate water for potable, industrial, and fire fighting requirements.

e. The designer shall review to see if there will be any unusual peak demand requirements.

f. Cathodic protection shall be provided on all new underground steel systems and piping. Insulating devices shall be used as necessary to isolate dissimilar metal common to an electrolyte (soil, water, etc). All underground steel systems shall be coated and/or wrapped to minimize cathodic protection current requirements. See Corrosion Control Standards.

g. All water lines serving a facility shall be equipped with a water meter and a backflow preventer.

h. Adequate controls shall be established to provide for wellhead protection from pollution. An area 25 ft in diameter minimum around the well called a control zone shall be fenced and the gate locked. No sources of pollution shall be allowed within this area including generator storage tanks and electrical transformers. However, electrical generators may be allowed within the area. Inner Management Zones of 100 ft. diameter shall also be established around each well. This area shall be maintained in such a way as to preclude pollution sources wherever possible.

23. WASTEWATER TREATMENT:

a. The designer shall project the industrial and/or functional wastewater discharge for the project. The quantity and quality of wastewater discharged shall be evaluated to see if it can be adequately handled by the existing Base wastewater treatment system. All efforts to incorporate recycling/reuse of wastewater shall be included.

b. All the existing sewer lines shall be shown on the site plan. Existing flow capacity shall be determined and the type of treatment required. The project shall evaluate the existing wastewater flow and available design capacity for treatment. The existing systems limitations such as wastewater compatibility and required wastewater segregation shall be determined for this project.

c. The project designer shall determine if the treatment system requires any improvements in the following areas: treatment plants, trunk mains, lift stations, fuel/oil-water separator or storage and bypass restrictions. The existing sewer lines shown on the site plan that will be under the proposed new facility shall be removed and relocated. No interruption of sewage flow shall occur.

d. Laboratory: The designer shall review to see if any new laboratory requirements will require modifications or additions to the existing laboratory facilities.

24. LAWN SPRINKLER SYSTEM:

a. General: Provide an underground sprinkler irrigation system as required to irrigate turf and planted areas associated with new facilities or projects that affect the building exterior landscaping. The design shall concentrate on ease of maintenance and durability of the working parts.

b. Modify standard specifications and drawings as needed to incorporate these requirements. CEAC maintains a complete and detailed specification for irrigation system installation that may be obtained upon request.

c. The water supply for the sprinkler system shall be the Base potable water system. The design of the system shall provide adequate pressure to all sprinkler heads and not adversely affect the pressure required by the facility.

d. Submittals: All material submittals shall be coordinated with 78 CES/CEA for review.

(1) Electronic Drawings: The contractor shall provide three disk sets of electronic drawings in MicroStation *.dgn 2-D file format, compatible with the Robins AFB GeoBase system, and three (3) paper drawings that include a complete list of equipment and materials, and manufacturer's descriptive and technical literature, and installation instructions. Drawings shall show proposed system layout, type and number of heads and emitters, zone valves, drain pockets, backflow devices, controllers, and mounting details of controllers. Design(s) shall be in strict accordance with published manufacturer's design guidance.

(2) The contractor shall install laminated (40-mil plastic) "as-built" drawings in the building mechanical room indicating all underground lines and the location of heads and valves.

(3) Operating manuals shall detail the step-by-step procedures required for system startup, operation, and shutdown. Operating manuals shall include the manufacturer's name, model number, parts list, and brief description of all equipment and their basic operating features. Maintenance manuals shall list routine maintenance procedures, possible breakdowns and repairs, and troubleshooting guides. Maintenance manuals shall include piping and equipment layout, simplified wiring and control diagrams of the system as installed, and system programming schedule.

e. Components: The components listed here have been proven to provide reliable and maintainable irrigation systems at Robins AFB.

(1) System shall operate with a minimum water pressure of 50 psi at connection to main backflow prevention device. All systems shall be automatic and shall be installed with a rain sensor and rain shut off valve.

(2) Sprinklers – The base standard (design basis) is Hunter I-20 Stainless Steel, Hunter I-25 Stainless Steel, Hunter Pop-Up Mist Heads 10A nozzle, 12A nozzle, 15A nozzle, 17A nozzle spraying capabilities, and Hunter Spray Heads in the following specifications: PS0410A, PS0412A, PS0415A, or PS0417A, Hunter SS nozzle, Hunter PS045SS Spray Head, Hunter SRS 12 spray head spraying capabilities, whichever is applicable, and Irritrol Drip Irrigation Products or equivalent.

(3) Emitter Heads: Emitter heads shall be self-cleaning with pressure compensating diaphragm with one or six self-piercing barbed outlets. Each shall be capable of emitting from ¼ to 2 gallons per hour flow. Emitter body shall be ultraviolet stabilized, algae, and heat resistant plastic construction.

(4) Remote Control Valves – The base standard (design basis) is Hunter HPV series, Hunter ICV with filter sentry in the applicable size, Rain Bird PGA and PEB series in the applicable size, and Weathermatic in applicable size.

(5) Automatic Controllers – The base standard (design basis) is Hunter ICC Commercial Controller 8 or equivalent.

(6) Control Wire – The base standard is 12-gauge single or multi-strand, whichever is applicable, UF type designed for direct burial. Wires shall be buried beside pipe in same trench and shall be attached to the piping in increments of every 15-20 feet. Rigid conduit shall be provided where wires run under paving. Each zone shall use different color wire, to facilitate zone identification. Zone wire color shall be continuous for the entire length of the circuit. One control circuit shall be provided for each zone and a circuit to control sprinkler system. A minimum loop of 24 inches shall be left at each valve, at each splice, at each change in direction, at every 500 feet of straight run, and at each controller for expansion and servicing. Splices and connections shall be watertight and leak-proof; and shall be indicated on the “as built” plan. Wire shall be within a protective sleeve for bridge or water crossings, and where other conditions make it necessary.

(7) Pipe and Fittings – Pipe shall conform to the requirements of ASTM D 1785, PVC 1120 Schedule 40 (solvent welded) or Schedule 80 (threaded), as applicable. All joints shall be primed with a purple colored primer (for inspection purposes) and cleaned before final assembly. All above ground pipe shall be coated galvanized steel. Solvent welded socket type fittings shall conform to requirements of ASTM D 2466, Schedule 40. Threaded type fitting shall conform to requirements of ASTM D2464, Schedule 80.

(8) Backflow Prevention Equipment: Use double check valve and pressure reducing assembly in the appropriate size, to be placed above ground on a concrete pad, 12 to 36 inches above grade. The assembly shall be covered by an insulated enclosure. Backflow preventer shall conform to the requirements of ASSE 1015 and shall be of brass construction, with two check valves, field test cocks, and two resilient seat full port ball valves. Install so that maintenance and service can be performed. Include freeze protection. The backflow preventer shall be tested in accordance with Backflow Device Test Report, the Double Check Valve Assembly portion (obtained from the base Civil Engineer Plumbing Shop). A Certified Backflow Prevent Assembly Tester shall accomplish these tests. The tests results shall be provided to the Civil Engineer Plumbing Shop backflow prevention monitor.

(9) Pressure Regulating Master Valve: Pressure regulating master valve shall be automatic mechanical self-cleaning; self-purging control system having an adjustable pressure setting operated by a solenoid on alternating current with 0.70 amperes at 24 volts. Valve shall close slowly and be free of chatter in each diaphragm position, have manual flow stem to adjust closing speed and internal flushing, and one inlet tapping capable of being installed as straight pattern valve. Body shall be cast bronze or brass with removable brass seat serviceable from top without removing valve body from system. Valve shall operate at 150 psi working pressure and pilot range from 10 to 125 psi.

f. Extra Stock: The following extra stock shall be provided to the government at the time of acceptance of the system.

- (1) Two sprinkler heads of each size and type.
- (2) Two valve keys for operating manual valves.
- (3) Two wrenches for removing and installing each type of head.

(4) Two quick coupler keys and hose swivels.

(5) Four irrigation controller housing keys.

g. Installation: The irrigation system design shall meet the manufacturer's requirements and incorporate the following:

(1) Minimum depth of cover shall be at least 24" for pressure main piping and 12" for lateral discharge piping, or at a sufficient depth to accommodate valves and other equipment, whichever is greater.

(2) In turf areas where grass has not yet been established, sprinklers shall be initially installed on risers above grade level. When grass is established, the contractor shall lower sprinkler head to their permanent positions flush with the finished grade. This elevation is critical and care shall be taken to set them exactly at, or slightly above the finished grade, never below.

h. Warranty – Additional Requirements: The contractor shall maintain the system for a period of one year after acceptance by the government. At the end of the one-year maintenance period, the contractor shall prove that system is fully functional and free from all defects, and shall schedule a 100% walk-thru inspection with 78 CES/CEAC. The contractor shall continue to maintain the system, at no additional cost to the Government, until such time as all defects found at the one-year inspection are corrected and repaired.

25. TERMITE PRE-TREATMENT: For all new buildings or additions to existing buildings include termite pre-treatment of the ground along the new exterior walls.

<<<<< END OF SECTION >>>>>

ARCHITECTURAL

1. GENERAL CONSIDERATIONS:

a. Refer questions or exception requests to the Mechanical-Architectural Chief in 778 CES/CECE. Any exceptions granted to these requirements shall be noted clearly in the design analysis.

b. The buildings on Robins AFB are organized into four architectural compatibility zones. Facility operations and location determine the functional zones. This designation identifies desired exterior treatment as well as other design considerations as contained in the Robins Architectural Compatibility Standards. These zones are as follows:

- (1) Industrial Flightline
- (2) Operational Flightline
- (3) Admin & Industrial
- (4) Housing

c. Desired architectural styles: Buildings of various styles are dispersed throughout the Base and in a few instances their styles conflict with present use. It is desired that the styles of the new buildings relate to the older buildings. It is also desired that a sense of order be applied to the present random distribution of architectural styles throughout the Base. Further guidelines and/or questions concerning architectural styles, materials, colors, etc. are available from the Base Architectural Compatibility Officer in 778 CES/CECE.

d. All design shall be in accordance with AFM 88-3, Military Handbook 1190, Engineering Technical Letter (ETL) 92-2, and all other applicable codes and regulations as referenced herein. Also conform to NFPA 101 - Life Safety Code and the UBC (Uniform Building Code) or SBC (Standard Building Code). If there is a conflict, normally use the more stringent requirement. The specifications shall require all materials and equipment to be current production items.

e. All construction materials and skilled labor are available within the area of Warner Robins, Macon, and Atlanta - approximately within a 120-mile radius of the project site. No borrow or fill material is available on Robins Air Force Base. All necessary fill in excess of that obtained from excavation on the project must be obtained from sources from off the Base.

f. The facility shall be barrier-free and designed to meet the Uniform Federal Disability Act and Americans with Disabilities Act (ADA).

2. ARCHITECTURAL COMPATIBILITY STANDARDS:

a. The intent of our Architectural Compatibility Standards is to produce designs that reflect the Air Force goal of quality, creative designs with "understated excellence". Understated excellence is characterized by these considerations:

- (1) Simplicity in design

- (2) Durability of materials and finishes
- (3) Reliability in utility and building systems
- (4) Efficiency in function
- (5) Completeness and appropriateness of detail
- (6) Coordination in appearance and maintainability in configuration and layout
- (7) Avoidance of grand scale and plushness

b. Facility floor plans and finish schedule for interior/exterior shall comply with the following publications:

- (1) Robins Architectural Compatibility Standards
- (2) AFP 88-41, Interior Design Guide
- (3) AFH 32-1084, Facility Requirements
- (4) Military Handbook 1190, Facility and Design Guide
- (5) AFM 88-4, Chapter 9, Raised Floor Systems
- (6) AF Pamphlet (AFPAM) 32-1097, Sign Standards
- (7) AFR 85-10, Operation and Maintenance of Real Property
- (8) AFI 32-1050, Roof Systems Management
- (9) AFR 88-25, Military Family Housing Design and Construction Management and Robins AFB Housing Community Plan
- (10) Air Force Carpet Policy ETL 00-6
- (11) Air Force Materiel Command Commander's Guide to Interior Design
- (12) Air Force Materiel Command Commander's Guide to Facility Excellence

c. Automatic data processing support: Provide raised floors similar to the aluminum type made by Floating Floors, Inc.

d. Interior/Exterior color and material presentation boards are required for approval on all projects. Provide 8 1/2 x 11 boards in binder format with heavy samples mechanically fastened. Color boards are required with the Preliminary (60%) and First Final (85%) submittals.

e. All exterior paint colors must conform to the Base exterior color scheme as defined in the Robins Architectural Compatibility standards. Certain exterior materials such as brick are standardized also. The Base's standard brick is Boral Brick Corporation's Red Matex. In some cases the brick must match adjacent facilities to achieve a uniform architectural appearance. Obtain approval from the Base Project Manager for the brick and mortar selection.

3. INTERIOR DESIGN STANDARDS

a. Interior finishes and furnishings are an important and integral part of facility construction, upgrade, and maintenance programs. While we often have design guidelines and budget limitations, we still expect quality professional design that does not have a "military" look. For instance, the use of dark wood paneling is no longer a required status symbol for executive offices. Dark blue or black doorframes are also outdated. If we are to achieve a clean, efficient "corporate look", we do not wish to perpetuate the mistakes of the past. We want to exceed the "minimum needs of the government" by addressing physical and psychological needs and providing a comfortable work or living environment. Function, maintainability, energy efficiency, and a pleasing general atmosphere are all-important elements of the design.

b. Interior structural materials and finishes are part of the design of all buildings. This includes anything attached to the building such as wall covering, wall bases, flooring, door and window trim, millwork and cabinetwork, hardware, interior signage, and all items with colors, patterns, or textures. Projects that contain only interior finishes are referred to as a Structural Interior Design (SID).

c. A project with furnishings is identified as a Comprehensive Interior Design (CID). Furnishings must include systems furniture or conventional office furniture, artwork, plants, window treatment, bedspreads, waste receptacles, and other decorative or functional accessories.

d. Systems furniture (Prewired workstations) shall be included as part of the construction requirements for all new administrative facilities and all administrative areas of any new facility when the administrative area contains at least 1,000 square feet of contiguous net office area. Refer to Engineering Technical Letters (ETL's) 90-2, 88-10, and 90-04 for systems furniture guidelines.

e. Furniture shall be durable, easily maintained, and selected from current GSA vendors. Upholstery shall be selected from manufacturers standard fabrics. Avoid using Customer's Own Material (C.O.M.) except in unique situations.

f. Equipment and furniture catalog cuts and price, presentation color/material boards, and interior perspectives shall be submitted for approval as part of the CID package.

g. All interior finishes shall be easily maintained, durable, and classic rather than trendy. The following guidelines apply to the majority of our projects:

(1) Permanent finishes such as ceramic tile, toilet partitions, and plastic laminate countertops shall be in neutral colors.

(2) Accent colors in brighter hues must be used in limited quantities such as a tile border or painted accent wall.

(3) Light colors shall be avoided for floor covering and high traffic areas.

(4) Type II vinyl wall covering must be used in neutral colors and subtle textures for upgraded areas.

(5) Corner guards, chair rails, or bumper guards shall be used depending upon the degree of wall protection required.

(6) Commercial vinyl tile shall be used in maintenance or industrial shop areas as well as break rooms.

(7) Walk off matting shall be used at all building entrances and in transition from shop areas to carpeted administrative areas.

(8) Wall colors shall be neutral, light-reflecting colors in a semi-gloss finish, if not directed otherwise.

(9) Ceilings shall be off-white in a flat or eggshell finish.

(9) Dark accent walls and murals are not recommended because of difficulty of repairing or maintaining.

(10) Semi-gloss or gloss paint is required for all trim, doors, and walls in areas that have moisture such as kitchens, restrooms, and bathrooms.

(11) For previously painted areas, site investigation is mandatory to determine proper surface preparation for new coatings or wall covering.

h. All carpet must comply with Air Force Carpet Policy (ETL 94-3). A patterned design or multicolored bold tweed has soil-hiding capabilities, where solid colors are recommended only for narrow borders and some billeting areas. Carpet tile is required only in areas with systems furniture or access floors. Avoid stripes and lines running parallel to walls and corridors.

i. Lighting solutions need to be explored to avoid boring uniformity and glare. Combinations of natural light, indirect lighting, general and task lighting can produce a more flexible and efficient plan. Fixtures shall be easily maintained and have easily obtainable replacement bulbs (or lamps). Consider the color rendition of lamp selection for its appropriateness to the area and function.

j. Interior signage shall be part of SID (Structural Interior Design) and shall include building directories. Workstation identification signs shall be included with systems furniture packages in the CID (Comprehensive Interior Design).

k. The current custodial contractor shall be able to easily maintain toilet accessories such as soap and towel dispensers. Avoid expensive multiple function units that are difficult to maintain.

l. Furnishings shall reflect the general style of the building but shall not be so trendy that they will be outdated in four or five years. Upholstery fabrics shall be durable and soil-hiding with brighter

colors and patterns allowed. GSA vendors offer a wide variety of styles and upholstery options. Avoid using COM (customer's own material) because of expense and complication of ordering process.

m. Artwork and plants are finishing touches that shall be included if the budget allows. Landscapes or local themes are appropriate for public areas. Frames shall harmonize with other furnishings. Artificial plants soften formal arrangements and fill awkward corners.

n. The following Air Force publications are applicable to interior design and can be obtained from the applicable Design Section in 778 CES/CEC:

-----	AFMC Facility Quality Standards
-----	AF Carpet Selection Handbook
-----	AF Interior Design Presentation Format
ETL 94-3	Air Force Carpet Standard
AFP 88-40	Sign Standards
AFP 88-41	Interior Design Guidance
ETL 90-7	AF General Interior Design Policy
ETL 90-2	General Policy for Prewired Workstations and Systems Furniture
ETL 90-4	Systems Furniture Guide Specifications
ETL 89-10	Pre-Wired Workstations Guide Specifications

5. INTERIOR DESIGN - DORMITORIES

a. General: Well-coordinated, neutral color schemes hold up over longer periods of time. Good design extends beyond aesthetics to provide durability, acoustical, and energy-saving value, as well as morale enhancement for the inhabitants.

b. Finishes, Materials, and Colors: All permanent finishes shall be neutral colors. Medium range accent colors may be used only in small areas. Select neutral colors for surfaces that will have a long life, such as ceramic tile, mosaic, corian, laminates, window blinds, etc., to facilitate future finish material upgrades. Provide a pleasing color scheme in durable finish materials. Use color in non-permanent finishes to add interest and vitality, but do not allow color to dominate the environment. Coordinate materials, finishes, color, and texture selection to compliment the overall building design and image.

c. Carpet: Carpet with a small pattern, tweed design or random design is preferred for its appearance retention. Solid color carpet is not authorized. Level-loop or combination or loop and cut pile carpet is recommended for corridors. Select a pattern that will not accentuate the length of corridor. A cut pile is recommended for living unit. Provide a solid walk-off area if the living unit opens to the exterior. Heavy-duty commercial quality carpet cushion may be used in the living units, but cannot be used in the corridors. Carpet over cushion should be applied with the "double stick" method. Living /bedroom areas have a heavy wear classification for carpet, and public areas (corridors, television and game rooms, etc.) have a severe wear classification. The following minimum weights are recommended for dormitories:

- (1) Cut pile - 11017 grams/m² (30 ounces/SY)
- (2) Bonded - 949 grams/m² (28 ounces/SY)
- (3) Loop pile - 814 grams/m² (24 ounces/SY)

d. Walk Off: Provide hard surface e walk-off areas at exterior entrances to type B or C modules.

e. Hard Surface Flooring: Use commercial quality sheet vinyl composition tile (VCT) with a full depth pattern in the walk off area, vanity area, and the kitchen. Avoid white as a predominant color, “No wax” surfaces are not recommended, due to low durability.

f. Walls:

(1) Use vinyl wall covering as over smooth walls. Accent walls are optional, but must not be so bright or so dark as to shorten the room or negatively affect the interior lighting. Consider a texture wall covering as an accent instead of dramatic contrasting colors. Accent colors can also be used as textiles such as draperies and upholstery fabrics.

(2) Paint may be substituted for vinyl wall covering (VWC), but VWC is preferred. Where paint is used, multi-colored, speckled paint systems are preferred.

g. Ceiling: Paint ceilings off-white in a flat or eggshell finish or provide a light colored acoustical textured treatment.

h. Bathrooms: Use slip resistant ceramic floor tiles in bathrooms. Specify a mottled or shaded tile to hide discoloration from detergents, etc. Use ceramic wall tiles from floor to ceiling around bathtubs and showers. Colored grout matching the ceramic tile is recommended for low maintenance and good appearance. Other areas may be at wainscot height. Install shower curtain rod instead of glass shower doors for ease in maintenance. Specify rod at proper height for conventional shower curtains 1800 mm x 11800 mm (72”x 72”).

i. Window Treatment: Mini blinds, vertical blinds, draperies or combination are authorized. All window treatments must pass NFPA 701-1/702-2 Standard Method Fire Test for Flame Resistant Textiles and Films.

j. Furnishings. Furnishings shall reflect the general style of the building but shall not be so trendy that they will be outdated in four or five years. Upholstery fabrics shall be durable and soil-hiding with brighter colors and patterns allowed. GSA vendors offer a wide variety of styles and upholstery options. Avoid using COM (customer’s own material) because of expense and complication of ordering process. Refer to Dorm Design Guide and QIP (Quarters Improvement Plan) for additional guidance on standards.

6. LOCKING DEVICES:

a. The door hardware shall be compatible with the Base Master Keying System. The keying system shall have seven pin interchangeable cores and interchangeable construction cores. The interchangeable cores as a design basis shall be Best Lock or equivalent. The lockset shall be compatible with the Base Master System and shall be equal to Arrow, Falcon, Best Lock, or other locks that will accept the 7-pin Best-type core.

b. For those facilities that are not covered by the Base Master Keying System, provide keys and locks for any addition or renovation that are compatible with any existing master key and lock system that is to remain.

c. Furnish two master keys. These are to be sent direct to the Government's representative by registered mail.

d. Furnish two copies of keying control transcripts with 100% expansion per complex as listed in hardware set. These are to be sent direct to the Government's representative by registered mail or other certified means of delivery.

e. Maintenance Control: Furnish maintenance repair kits and manuals as listed in hardware set. These are to be sent direct to the Government's representative by registered mail or other certified means of delivery.

f. All padmounted transformers, exterior padmounted switchgear cabinets, etc. are to be equipped with a Best Lock Corporation padlock, lock number 21B720L-R with core number 8A59, 1 1/2" short shank. This is the same lock that is on all other high voltage equipment on Robins AFB, and it is imperative that exterior electrical personnel have one-key access to all high voltage equipment.

7. SCREENING MECHANICAL EQUIPMENT: Mechanical equipment, transformers, etc. shall be screened. Follow force protection requirements where more stringent than those below.

a. Low visitor or low aesthetic areas of the base: Use chain link fences

b. Administrative, community, recreation areas, and other areas as applicable for aesthetic purposes: Provide Rohn fences with an asphalt or concrete mowing strip at least 2' wide (one foot on each side) to prevent grass growth next to the fence. Alternate methods include brick or pressure treated wood screens. Design to not block airflow for cooling the equipment.

c. Consider bushes and small trees if they do not block airflow for cooling the equipment, and if they provide the necessary visual screening.

8. WINDOWS: Follow force protection requirements to prevent flying glass shards. (Under Development)

a. Industrial Casement

b. Storefront

c. Residential

9. EXTERIOR DOORS: Keep these to a minimum. The following doors are required:

a. Main ingress and egress doors for personnel.

b. Utility room exterior doors.

(1) Main Mechanical and Electrical Rooms shall be located on the exterior walls of the facility, and their doors shall be on the exterior walls to improve accessibility for CEG shop personnel and to minimize disruptions to user personnel.

(2) Comm Rooms and non-main utility rooms may be located in the interior of the facility with interior doors.

(3) All shall be provided with locks such that only CE has the keys for these rooms.

10. ACOUSTICAL AND SUSPENDED CEILINGS: Center the tile grid on the center of the room. Space the tiles such that fractional pieces are of identical shape on the outside edges on opposite sides of the room.

<<<<< END OF SECTION >>>>>

MECHANICAL STANDARDS

1. **GENERAL:** Refer questions or exception requests to the Mechanical-Architectural Chief in 778 CES/CECE. Any exceptions granted to these requirements shall be noted clearly in the project design analysis.

2. DESIGN STANDARDS:

a. Mechanical systems shall be designed in accordance with Military Handbooks 1008 and 1190.

b. Fire Protection:

(1) A qualified Registered Fire Protection Engineer shall accomplish all fire protection system design work by designers from off the Base. The fire protection engineer shall be a professional engineer, registered by the fire protection written examination of the Council of Examiners for Engineers and Surveyors (NCEE).

(2) Comply with all Air Force Engineering Technical Letters for fire protection.

3. **MAINTENANCE CONSIDERATIONS:** Consideration shall be given to maintenance requirements of all mechanical equipment. The following shall be incorporated into mechanical designs:

a. Provide access doors for all equipment requiring maintenance such as valves, dampers, smoke detectors, filters and control components.

b. Provide manufacturer's recommended service clearance and coil pull space for all equipment. Locate all valves, pumps, strainers, controls, sensors, and other items requiring regular service such that they can be maintained from floor level where possible. All units shall be mounted on a concrete slab. The degree of maintenance of an item is directly proportional to its accessibility. Permanent Maintenance platforms and access ladders shall be provided to all suspended mechanical units in hangers and high bay areas or above ceilings. Roof mounted units shall incorporate protection for roofing to allow regular maintenance.

c. Provide snap-on plastic pipe labeling only (no tape or stenciling). Comply with ANSI A13.1. Label all valves, instruments, etc. Provide a special tag on system isolation valves identifying area served (e.g. "chilled water shutoff to AHU's 1 - 4"). Require "valve" chart identifying all labeled items. Provide piping diagrams framed under glass in mechanical rooms.

d. Provide metal identification tag attached to each steam trap. Provide in the O&M manual a listing of each trap, trap capacity, type, and location.

4. **COMPRESSED AIR DISTRIBUTION REQUIREMENTS:** Outlets shall terminate approximately five feet above floor and shall have a valve drain cock. Each compressed air pipe shall have a pitch to it when it goes to a drain. Provide properly sized air dryers with a maximum pressure drop of 3 psi. A pre filter with an automatic condensate drain shall be used ahead of the air dryer with a maximum pressure drop of .5 psi. Use oil separators/filters with a max pressure drop of 1 psi ahead of equipment sensitive to oil contamination. Pressure tanks shall be sized to provide adequate compressed air storage for the

system. Pressure tanks shall have an ASME National Board number. Tanks shall be equipped with a manual condensate drain, an automatic condensate drain, a liquid filled pressure gage and a pressure relief valve. Automatic condensate drains shall be design basis Drain-All brand. Each system shall be evaluated for the need of a demand controller. Provide a pressure-regulating valve at the point of use to maintain operating pressure.

5. ENERGY CONSERVATION MEASURES:

- a. The designer shall consider energy conservation measures that are life cycle cost effective.
- b. The facility energy consumption shall be in accordance with ETL 86-1.
- c. As a general rule, 100% economizer HVAC systems are proven cost effective.
- d. Solar Energy - Per HQ AFMC, solar assessment of active solar applications as mandated by ETL 84-1 is not cost effective. Passive Solar shall be analyzed and incorporated by A-E.

6. ENVIRONMENTAL CONSIDERATIONS:

- a. The designer will not design a system utilizing exclusively CFC-11, CFC-12 or CFC-113 for any air conditioning and refrigerant equipment. R-22 refrigerant or any new non-CFC can be used in the design of these systems.
- b. Natural gas burning equipment, paint spray booth systems or any other mechanical device that emits pollution may require permits from the Georgia EPD prior to installation. These permits could take as long as 90 days to receive after the application has been submitted to the state. Contact the Base Environmental Compliance office at (912) 926-9777 ext 162 or 126 to discuss emission issues. Provide all necessary permitting information in the design documents.

7. FIRE PROTECTION (See Electrical Section for Detection and Alarms)

a. Construction Submittal Requirements: Contractor shall submit fire protection system shop drawings, as-builts, and hydraulic calculations prepared and stamped by a Registered Fire Protection Engineer. A level III Technician certified by the National Institute for Certification in Engineering Technologies (NICET) in the Automatic Sprinkler System Layout sub-field of Fire Protection Engineering Technology in accordance with NICET 1014 is acceptable for design of new areas or new additions of less than 4000 SF where no fire riser is required.

b. Suppression:

(1) Water supply analysis/modification requirements: The designer is fully responsible for all water supply analyses required for each project, including making water flow tests, fire pump tests, etc. The Civil Engineering Plumbing Shop will assist the project A-E in making the tests and will provide previous flow test data when available.

(2) Calculations: Provide a hardcopy printout of the sprinkler hydraulic calculations in the HASS format (by HRS Systems, Atlanta, GA). Provide the final sprinkler design in the form of both the

specified hardcopy printout plus the design data file compatible with the HASS sprinkler hydraulics program on 3.5-inch IBM-compatible floppy disk.

(3) Provide a preliminary sprinkler design by at least the Preliminary (65%) design stage. Hydraulic calculations shall be provided by at least the First Final (85-90%) design stage.

(a) Design shall be IAW NFPA 13, Military Handbook 1008c, Factory Mutual (FM), UL, UBC, and the System Safety Analysis for each project.

(b) In some cases, only sprinkler head locations need be shown, with calculations to be performed by the construction contractor. This must be approved during design fee negotiations for each project.

(4) Fire hydrants: Provide additional fire hydrants as needed.

(5) Fire extinguishers shall be in cabinets flush mounted to the wall.

(6) Warehouses shall have large drop sprinkler heads.

(7) Electronic equipment shall not have halon protection. Use preaction water suppression with early detection and shutdown of equipment.

(8) Fire Pumps are discouraged. If used, feed from another building or place a sign on the transformer feeding the building warning the Shops to not disconnect the transformer during a fire.

(9) Drawing Requirements: Drawings shall be prepared and stamped by a licensed Professional Engineer practicing in Fire Protection.

(10) Use water motor gongs at each riser.

c. Limiting: Provide dampers, vents, partitions, fire rated doors, and other materials as needed.

d. Pipe: Do not use either CPVC or polybutylene pipe in any fire protection piping systems.

8. PLUMBING:

a. General: Plumbing systems will be designed in accordance with the Uniform Plumbing Code. Plumbing systems will include water service pipes, building soil and waste drains and building storm drains, all pipes, fixtures, vents, branches, rain leaders and special piping systems necessary for fire protection. Individual shut-off valves shall be provided for each fixture. Floor drains shall be provided in all toilets, janitor closets, and mechanical rooms to prevent flooding.

b. Building Water Supply:

(1) Potable Water Source: The water supply will be from the nearest Base water distribution main line. Domestic water supply must have reduced pressure principle type backflow prevention. Any solder used in domestic water supply system must be 90/10 or 95/5.

(2) Hot Water Requirements: Domestic hot water shall be provided by the most cost-effective means. Consideration shall be given to heat recovery from superheated refrigerant gas to supplement domestic water heater.

c. Drinking Fountains: Provide refrigerated drinking fountains when fountains are needed. Drinking fountains are required in office and shop areas.

d. Sanitary Sewer System: See Civil Standards.

e. Piping Systems:

(1) Plumbing: Sanitary piping shall be schedule 40 PVC or cast iron. Domestic water piping may be Schedule 40 PVC/CPVC, type L copper (above ground), or type K copper (below ground). Galvanized steel piping may be used in some instances with Base approval.

(2) Hot/Chilled Water Systems: All hot and chilled water piping systems shall contain the following as a minimum.

(a) Make-up water system with reduced pressure principle backflow preventer.

(b) Freeze protection for exposed piping by means of glycol additives, drain down capabilities, or heat tape and insulation.

(c) Drains at low points of the piping system and vents at high points.

(d) Expansion tank for water expansion and air separator for air control.

(e) Balancing valves at the discharge of all pumps and at coils requiring metered flow.

(f) Water treatment sampling and injection ports for all closed loops.

(g) System design shall include water treatment capability.

f. Restroom Equipment: Provide floor-mounted and drained lavatories. Provide wall-mounted urinals in men's restrooms with motion-sensing flush valves.

9. STORM DRAINAGE SYSTEM: See Civil Section.

10. UTILITY DISTRIBUTION SYSTEM: Plans of the existing utility distribution lines will be provided by Base Civil Engineer. Utility meters shall be installed on all utilities.

a. Steam and Condensate: The designer shall evaluate the feasibility of using the central utility steam system and submit a recommendation to the Base. The Base shall make the decision to use the central system. When allowed by the Base, the steam and condensate system shall comply with ETL 88-6, Heat Distribution System Outside of Buildings.

b. Chilled Water/Hot Water/Dual Temperature Piping: Central chilled water shall be used when appropriate. The central chilled water plant currently has ample capacity to serve additional facilities. Contact the Mechanical Design Chief (Alan Whitmire) at (478) 926-3533, Ext 28400, to discuss availability of central chilled water prior to design. New underground chilled water distribution piping, 4 inches and larger, shall be insulated PVC Carrier pipe with an HDPE polyethylene jacket, 200 psi pressure class at 73.4 deg F, SDR 21, and conform to ASTM D2241. Chilled water piping smaller than 4 inches shall be insulated schedule 40 carbon steel pipe with an HDPE jacket. Provide tracer wire for locating buried PVC piping.

c. Natural gas - All underground natural gas lines installed on Robins AFB shall be polyethylene type PE 3408 as designated by ASTM D2513. Minimum wall thickness shall correspond to a standard dimensional ratio (SDR) of 11. If pressure requirements exceed the PE 3408 capability, ASTM A53B carbon steel pipe (minimum schedule 40) shall be used. All aboveground or exposed piping shall be ASTM A53B carbon steel. All underground metal piping shall be coated per the corrosion control section and shall have cathodic protection installed. Also install tracer wires placed on the lines using #10 AWG Cu with nicked TW insulation to facilitate detection of the wire with pipe locators.

11. HEATING, VENTILATION, AND AIR CONDITIONING:

a. General:

(1) When installing new HVAC and suspended ceilings in existing unconditioned spaces, such as when converting warehouse space to admin, performance a structural analysis to ensure the structural system can handle the additional weight of the ceiling and ductwork. Include in the design analysis documentation.

(2) Avoid the use of VAV boxes. These require frequent maintenance and have high failure rates. Instead, use modular VAV units such as Therma-fusers from Accutherm. They are available in VAV cooling only, in VAV cooling only with warm-up, and in VAV heating and VAV cooling.

(3) Where reheat is required, such as for humidity control, provide chilled water coils and hot water reheat coils.

(4) Outside air intakes shall be installed above ten feet or on the roofs of single story buildings in compliance with force protection requirements.

b. Heat:

(1) When performing a formal Life Cycle Cost analysis, the designer shall be sure to include all associated maintenance costs for each type of system. In general, our low electrical rates often appear to make electrical heat a less expensive option than natural gas heat. However, a closer look shows that annual maintenance costs were not properly included. Also note that Therma-fusers have ten-year warranties that drastically reduce maintenance costs for them compared to conventional VAV boxes.

(1) The designer shall select the type of heat system and energy source per the priorities below:

(a) New Systems

(1) Natural gas fired infrared (if applicable). This is our top choice.

(2) High efficiency natural gas fired systems. This is preferred for all situations where infrared is not practical. We are building a natural gas grid on Base, so we will often require gas lines be run from a moderate distance to the site. Fortunately, such lines are relatively inexpensive.

(3) Steam systems. Do not install a new system. This type is expensive for us to build and maintain, so using it requires approval as an exception.

(4) Electric heating and heat pumps. This is our last choice. We only allow these when the heat load is small and the building is a great distance from any natural gas lines. The controls tend to be on/off rather than variable, and trying to imitate variability with SCR's causes spikes in the electrical system. Therefore, using this system requires approval as an exception.

(b) Existing Systems

(1) Existing steam systems. It is preferable sometimes to leave the feed from a central plant, with the interior distribution converted to a hot water system for building heating. In addition, some facilities use part of the incoming steam for their processes. The designer shall consult with the Energy Manager in 78 CES/CEOE for him/her to make the choice on reusing the steam central feed or convert to natural gas feed. Document the Energy Manager's choice in the Design Analysis.

(2) Existing natural gas systems. Install natural gas fired infrared units where applicable. Then use high efficiency natural gas fired units for all situations where infrared is not practical.

(3) Existing electric heating and heat pumps. Convert to natural gas heating. We may allow retaining the electric heat system if the heat load is small and the building is a great distance from any natural gas lines. Using this system requires approval as an exception.

(2) Distribution Piping and/or Ducting: All distribution piping shall be copper, iron, ASTM A53 or ASTM A120 steel. Distribution piping shall be designed as a reverse return system. Water velocities in distribution piping shall not exceed 4 ft/sec. Piping shall be routed to provide the greatest accessibility possible for maintenance. Pipe chases shall have removable covers, which allow access to the entire piping system. Converters, pumps, expansion tanks, and other items requiring maintenance shall be located such that they can be easily serviced from floor level. Provide drain valves to allow complete system drainage and air vents at high points and at coils.

c. Ventilation/Air Conditioning/Refrigeration Systems:

(1) All air conditioning system designs shall conform to the ban on CFC's in accordance with ETL 88-8, Chlorofluorocarbons (CFC) Limitation in Heating, Ventilating, and Air Conditioning (HVAC) Systems. The designer shall utilize central plant chilled water for air conditioning, if available. If not, an independent air conditioning system is to be installed. The designer shall consider Total Life

Cycle Cost in selecting the type of air conditioning system. All air-handling units shall be specified with adequate space between heating and cooling coils to allow for cleaning and repair.

(2) Projected heat loads: the designer in accordance with ASHRAE procedures shall calculate the design heating load requirements.

(3) Authorized Type of System:

(a) Central plant chilled water may be available for use for air conditioning system. If not, an independent air conditioning system is to be installed. The A-E shall consider Total Life Cycle Cost in selecting the type of air conditioning system.

(4) Distribution Piping and Ducting: See paragraph 10.a. above.

(5) Typical space, ventilation, and temperature requirements: All administrative areas shall be designed for 75 deg F Dry Bulb (DB) and 50% Relative Humidity (RH) for summer and 70 deg F DB and 50% RH for winter. Install humidifiers in the AHU discharge to provide rehumidification.

(6) Mechanical Rooms: Install unit heaters to keep the temperature above 55 deg F DB. Provide forced ventilation for hot summer days.

(7) Electrical Rooms: In general, pieces of electrical equipment in these rooms are rated for 30 degrees C, or 86 degrees F. The ambient temperatures and humidity levels in our region are much higher than that, so these rooms shall have HVAC systems installed to keep the space to no more than 30 degrees C, or 86 degrees F. In some cases, bringing the HVAC return air through the electrical room can meet the need. Also install unit heaters as needed to keep the temperature above 55 deg F DB.

(8) Communications (Telephone, LAN, etc) Rooms: These are dedicated rooms with no other equipment or trades and shall contain conditioned air and a lockable door.

(9) Combined Mechanical and Electrical Rooms: Provide physically separate rooms in all new construction. For existing combined rooms, physically separate the two areas, then provide the necessary cooling to the electrical area.

d. Controls and metering: Controls shall be electronic/electric/Direct Digital control except that pneumatic actuators may be used. The designer is to utilize the Corp of Engineers standard control designs as a basis to begin design. Complex HVAC systems shall be designed as Direct Digital Control systems compatible and communicable with the existing Base DDC systems. Coordinate with the Base Project Manager for specific alterations pertaining to each project. Metering will be required for all utilities. Meters shall be non-resettable with a local numeric display. Employees of the control equipment manufacturer shall install control systems.

12. HVAC SYSTEM WATER TREATMENT:

a. General:

(1) Base the equipment installation upon specific information obtained at the construction site and upon existing Base water treatment methods. Information includes data such as current analysis of Base water.

(2) All water treatment design not by Base specialists must be performed by an NACE accredited "Corrosion Specialist" with at least five years experience in this design.

(3) Chemical pot feeders:

(a) Use at least 5-gallon capacity.

(b) Provide pressure gauge on intake side of protected system.

(c) Completely serviceable from floor level.

(4) Use interlocks to insure chemicals will not feed when main system is off; e.g., on condenser pumps.

(5) Automatic chemical feed will use one of these methods:

(a) Water meter - timer method, where chemicals are added in relation to water make-up.

(b) Solids controller to control boiler blow down and chemical feed based upon manual setting.

(6) Inject chemicals downstream of pumps.

b. Chilled Water:

(1) Closed System:

(a) 100 tons or less: use chemical pot feeders.

(b) Over 100 tons: use automatic system.

(2) Open system (cooling towers): Use automatic system.

c. Hot Water (Closed System):

(1) 1000 MBTU/H or less: use chemical pot feeders.

(2) Over 1000 MBTU/H: use automatic system.

d. Steam:

(1) Use automatic system.

- (2) Inject oxygen scavengers directly into the deaerator tank.
- (3) Inject boiler water chemicals into feed water line right before the boiler drum.
- (4) Blowdown Dumping:
 - (a) At main plant, dump to industrial waste.
 - (b) Dump elsewhere to sanitary sewer.
- (5) Provide for manual blowdown of bottom drum.

13. SYSTEM COMMISSIONING OF HVAC:

a. Special Requirements:

- (1) On site training will be required to instruct Government personnel in each phase involved with the sequence of operation for the system. The training will be accomplished by the manufacturer's representative, and take between two and seven days as determined by the scope of the project. This training will include the set up, operation, and balance of the system for the respective Government shops. Specify that the training shall be conducted and completed prior to Prefinal inspection.
- (2) An independent firm certified by the American Association of Balancing Contractors (AABC) or the National Association of Balancing Contractors (NABC) shall accomplish test and balance of the system. The Government reserves the right to spot check the contract. The contract will be spot checked by the balancing contractor in the presence of a Government representative. If 25% of the systems checked are not within the required allowance (allowance being: 10% of what is stated on the plans) the balancing contractor will return to the site and completely redo the testing and balancing. If the system is dependent upon steam or chilled water, testing and balancing will be accomplished during the time of year when they are available.
- (3) All required test results, equipment O&M manuals, and schematics shall be turned over to the Government two weeks prior to the Prefinal inspection.
- (4) Other requirements will be provided in the project description if necessary.
- (5) Specifications shall require construction contractor to demonstrate the proper operation of each function described in the sequence of operation.

14. AIR CONDITIONING/HEAT LOAD ESTIMATES: The designer is to provide complete load calculations with the preliminary design. If the designer uses a computer program to compute the loads, a description of the program and copies of all input data shall be included in the design analysis.

15. PETROLEUM, OILS, AND LUBRICANTS:

- a. Design of all petroleum, oils, and lubricants (POL) systems shall be IAW Military Handbook 1022 (available on the Internet at <http://www.afcesa.af.mil/AFCESA/TechSupport/POL/polwww.html>),

American Petroleum Institute (API), and other industry standards, including all applicable NFPA regulations.

- b. Welders shall be certified and shall do all welding outside the fuels area.
- c. All valves and piping accessories are required to be rated for fuels.
- d. All electrical equipment shall be explosion proof per Division 1, Class 1.
- e. Tank refill access shall be readily available to tank trucks.
- f. Surge suppressors will be used to prevent pressure build-up in the lines.
- g. All above ground tanks shall be diked in accordance with EPA requirements.
- h. All below ground tanks shall meet the latest editions of the EPA regulations, be double walled, and have cathodic protection.
- i. Safety rails and platforms (for gauging tanks) will be provided for above ground tanks.
- j. All pumps will be rated specifically for the fuel they will be handling.
- k. The system will be designed such that the metals being used in the system will not react with fuel.
- l. All pipes shall be painted with the proper POL color coded markings.
- m. Below ground piping will be double wall, properly coated, and cathodically protected per applicable EPA regulations. The designer will evaluate the use of underground fuel pipe and submit recommendations to the Base. The Base will make the decision on the use of underground piping.
- n. Design shall include emergency precautions to stop fuel flow, shut down pumps, etc., including a cutoff switch in an easily accessible location.
- o. Pumps to below ground tanks shall have leak detectors for piping pressure loss.
- p. WARNING signs will be properly displayed.
- q. Underground tanks will be anchored properly so that flotation will not occur.
- r. Pea gravel backfill will be used to fill around tanks.
- s. All tanks will have manways with access ladders.

<<<<< END OF SECTION >>>>>

ELECTRICAL STANDARDS

INTRODUCTION

MILCON Designs and Design/Build: Use Army Corps of Engineers (COE) Specifications for Robins AFB. These Electrical Standards take precedence over the National Electrical Code minimum requirements, COE standard design criteria (listed in the Savannah District Design Manual for Military Construction), and any other design guidance or standard.

Refer questions or exception requests to the Base Project Electrical Engineer in 778 CES/CECE or CECM. Note clearly in the design analysis any exceptions granted to these requirements.

The major sections and subsections are as follows:

1 - GENERAL

- 1.01 STANDARDS
- 1.02 DRAWINGS
- 1.03 MEDIUM VOLTAGE DISTRIBUTION
- 1.04 LOAD LEVELS
- 1.05 DEMAND FACTORS
- 1.06 POWER SYSTEM PROTECTION STUDY
- 1.07 MOTORS

2 - EXTERIOR

- 2.01 EXTERIOR POWER
- 2.02 EXTERIOR LIGHTING - GENERAL
- 2.03 EXTERIOR LIGHTING - SPORTS
- 2.04 LIGHTNING PROTECTION

3 - SERVICE ENTRANCE

- 3.01 SWITCHBOARDS, PANELBOARDS, AND MOTOR CONTROL CENTERS
- 3.02 GENERATORS, TRANSFER SWITCHES, AND FUEL TANKS

4 - INTERIOR

- 4.01 INTERIOR POWER
- 4.02 INTERIOR LIGHTING
- 4.03 EMERGENCY AND EXIT LIGHTING

5 - SPECIAL INTERIOR SYSTEMS

- 5.01 FIRE DETECTION AND ALARM SYSTEMS
- 5.02 VOICE/DATA COMMUNICATIONS, EXCEPT DORMITORIES
- 5.03 VOICE/DATA COMMUNICATIONS IN DORMITORIES
- 5.04 CATV, EXCEPT DORMITORIES
- 5.05 PAGING AND SOUND SYSTEMS

SECTION 1 - GENERAL

1.01 STANDARDS: Follow these requirements and applicable publications. This lists requirements we expect to be covered in the design for new or altered facilities. These standards take precedent over all codes such as the National Electrical Code, ANSI C2, and NFPA.

1.02 DRAWINGS

a. General:

(1) These subparagraphs are placed in the normal order of the “E” plates for a new facility.

(2) Use different site and floor plans to separate demolition from new work.

b. First Sheet:

(1) Show electrical legend.

(2) List general comments for all electrical sheets.

c. Site Plan:

(1) General: Show all other exterior utilities that will affect the installation of the new underground power. This points out potential interference between different utilities.

(2) Site work:

(a) Protecting the Environment: Route underground lines to avoid cutting tree roots as much as possible.

(b) Call for seeding and sodding over disturbed earth areas that are affected by construction.

(c) Provide details for patching concrete and asphalt.

(d) All lines shall be bored and jacked under road and driveway pavements.

Primary voltage ductbank/line across parking lots shall be cut and patch. Secondary lines (600 volts or less) across parking lots shall be directional bore. (NOTE: Wherever possible and economically advantageous, use directional boring instead of boring and jacking. Typical depth of directional boring is 4', or greater when obstructions are encountered. Directional boring is especially helpful where there is heavy underground congestion with existing utilities.)

d. Power Plan:

(1) Provide separate mechanical and electrical rooms in new or altered facilities.

(a) Provide electrical rooms with exterior doublewide doors of adequate height for future removal of large electrical equipment.

(b) Ensure adequate clear space around electrical equipment in accordance with the National Electrical Code.

(2) Provide an electrical single line diagram on the drawings.

(a) Show the available symmetrical short circuit current at each bus.

(b) Show grounding of dry-type transformers.

e. Interior Lighting:

(1) Show a light fixture schedule with mounting height in the table.

(2) Show a perspective view of each fixture on the drawings.

(3) Lighting plans: Show a junction box and 6 feet of flexible metal conduit to all light fixture connections above suspended ceilings, acoustical or gypsum.

f. Lightning Protection:

(1) Show roof and counterpoise (or tripod ground rod sets) design.

(2) Provide details of air terminals, conductor attachments, roof penetrations, etc.

(3) Show all details based upon the type of roof on the project. For example, if the project contains a standing seam roof, then all details shall be shown based on attachments to a standing seam roof.

g. Fire Alarm - Riser Diagram:

(1) Show signal line circuits, notification circuits, and transceiver. Coordinate conduits with manufacturer and Contractor in design/build contracts.

(2) Show as a 2-conduit loop system.

(3) Show antenna location.

h. Telephone/Communications/CATV: Show both plan views and riser diagrams.

1.03 MEDIUM VOLTAGE DISTRIBUTION: The Base system is owned by Robins AFB and consists of overhead and underground conductors at 12.47/7.2 KV, multi-grounded wye, 3-phase, 60 Hertz.

1.04 LOAD LEVELS: Calculate load levels for at least the following items. Derate for 50 degree C ambient in uncooled spaces.

- a. Branch and feeder circuits.
- b. Panelboards and switchboards.
- c. Generators and automatic transfer switches.
- d. Transformers.

1.05 DEMAND FACTORS: Size service entrance, pad mount transformers, downstream panelboards, dry type transformers, feeders, etc., as listed below.

a. General Purpose Convenience Receptacles:

(1) First 10 KVA, use 100 percent demand. PF = .95 lagging.

(2) 50 percent demand factor for remaining over 10 KVA. PF = .95 lagging

(3) Note: This does not include system furniture receptacles in office areas, individual office rooms, and large open office areas without system furniture.

b. Mechanical Equipment: Assume 100 percent demand load, PF = .80 lagging.

c. Lighting: Assume 100 percent demand load at PF = .95 lagging. Lighting shall be considered a continuous load with circuits serving such loads not loaded more than 80 percent of their rating.

d. System Furniture: Assume each cubicle contains one (6 amp) 720 VA CPU computer and a (2 amp) 240 VA computer monitor. Design on each four cubicles sharing a (8 amp) 960 VA printer. Include in load calculations an additional 180 VA per cubicle for typical furniture task lighting and miscellaneous loads (such as calculators, electric pencil sharpeners, etc.) Assume 80 percent demand load at PF = 0.95.

e. Individual Office Rooms: Assume each room contains one (6 amp) 720 VA CPU computer, one (2 amp) 240 VA computer monitor, and one (8 amp) 960 VA printer. Include in load calculations an additional 180 VA per room for typical desktop task lighting and miscellaneous loads (such as calculators, electric pencil sharpeners, etc.) Assume 100 percent demand load at PF = 0.95.

f. Large Open Offices (250 SF and above) w/o system furniture: Design using 15 VA per SF at 80 percent diversity at PF = 0.95.

g. Busways (and Bus Ducts): Calculate busway ampacity by using 1.25 times largest motor load plus all other loads plus 25% spare capacity, at 80% Power Factor (PF). Protective device and feeder to each busway shall have an ampacity not less than the busway ampacity. For purposes of sizing service entrance and upstream distribution panels, assume each busway contains a demand load of not less than 50 percent of the rated busway ampacity at 80% PF. No additional demand factor or diversity shall be applied. Each busway shall be fed with a separate protective device and homerun feeder.

h. Pad Mount Transformers and Service Lateral Conductors - No additional diversity or demand factor shall be applied to the pad mount transformers and service lateral conductors. Pad mount transformers and service lateral conductors shall have an ampacity equal to or greater than the service entrance rated equipment.

i. Service Entrance Rated Equipment - Service entrance rated equipment shall be sized based on a summation of the individual demand loads. No additional diversity or demand factor shall be applied to the service entrance rated equipment.

j. Feeders - These shall be sized to carry the anticipated current. Demand factors may be specific depending on a certain application. Demand factors not listed, or proposed that are different from this standard, must be approved by 778 CES/CECE at Robins AFB.

1.06 POWER SYSTEM PROTECTION STUDY

a. Design: Perform a short-circuit study during design to determine proper AIC ratings of all electrical equipment. Include calculations in the design analysis.

b. Construction: Perform a short-circuit study and time-current coordination study during construction but prior to procurement of any equipment/material. Both the short-circuit study and the time-coordination study shall be performed by the same company. For MILCON projects, see the Section 16415 paragraph on Coordinated Power System Protection for the format of these studies.

c. MVA: At a minimum, use 400 MVA with X/R = 15 available at the primary side of the main transformer.

d. Scope: Include the protective system from the nearest upstream devices beyond the padmount primary fuses down to and including all adjustable or selectable low-voltage protective devices.

e. Limiters: Do not use low voltage cable limiters to achieve short-circuit limitation for equipment.

f. Transient Voltage Surge Suppression (TVSS) is required at the main service entrance as a minimum. Double-ended switchboards will require a TVSS on each side.

1.07 MOTORS

a. Size: Motors of more than 1/2 HP shall be 3-phase.

b. Reduced Voltage Starting: Use reduced voltage motor starting on 75 HP and up. For smaller motors, evaluate motor-starting voltage drop and provide reduced voltage starting if over 10% drop.

c. Efficiency of polyphase squirrel-cage induction motors shall be premium, design E per NEMA MG-1 - 1993, rev. 1.

SECTION 2 - EXTERIOR

2.01 EXTERIOR POWER

a. Underground: Feed all new facilities underground.

(1) All primary underground feeders and secondary feeders from the transformer to the service entrance shall be installed in concrete-encased duct as described below.

(2) Design/build Contractor shall investigate the primary utilities. A new air switch shall be installed. Exceptions by the Base Project Manager may be granted upon request, depending on the current exterior utilities and the load within the facility. Note: If load requires a total capacity of 1500 KVA or above, then two air switch compartments will be needed to serve the two pad mount transformers. Refer to "Service Entrance Transformers" listed below for requirements of double-ended design.

(3) Designer shall use double-ended main switchboard on a transformer capacity of 1500 KVA and larger. In other words, if the load requires 1500 KVA or larger transformer capacity, the designer shall use two transformers (e.g.: two 750 KVA) with a double-ended switchboard construction. Double-ended design shall have a main breaker on each side and a tie breaker.

(4) Air switches shall be provided and installed in order to comply with the Electrical Standards. Each pad mount transformer shall be connected to a separate air switch compartment. Transformers shall not be looped to feed downstream pad mount transformers.

b. Equipment Pads:

(1) Size pads to extend beyond transformer/switch 6" on all sides.

(2) Precast pads are not allowed. Equipment pads shall be poured on site with 3000 psi and reinforcing steel.

(3) Pads shall have no openings to the dirt below. This is to keep fire ants out. Seal all openings and windows in pads with concrete.

(4) Use a counterpoise around the pad with #4/0 bare copper conductors. Add one ¾" X 10' copper clad ground rod at all four corners. Extend a separate #4/0 bare copper conductor, in a PVC sleeve, to each equipment section (in the primary and secondary sections of padmount transformers and

all four sections of padmounted switches). All connections below grade shall be exothermic type. Show detail on drawings.

c. Duct Bank:

- (1) For main lines (from manhole or switch to manhole), run 4-way 5 inch PVC (Sch. 40 or Type DB) concrete-encased, as a minimum. No EB (thin wall) will be accepted.
- (2) Minimum size conduit from manhole to transformer shall be 2-4" PVC (Sch. 40 or Type DB) concrete-encased. No EB (thin wall) will be accepted.
- (3) For last turn up into a pad, use Sch. 80 PVC if concrete is not encasing the last piece.
- (4) Provide pull wires (nylon, Greenlee #430, 210 tensile strength) in each empty conduit.
- (5) Use sweeping bends if only one turn of less than 90 degrees.
- (6) Turns of 90 degree or more for 500 MCM, 15 KV shall have a manhole at the turn. Handholes are allowed for two runs (single phase or three phase) of #2, 15 KV only.
- (7) Run neutral with phase conductors in each conduit.
- (8) Use metallic backed warning tapes above all duct banks. Show detail section for duct on drawings.
- (9) Where underground secondary conductors are used in lieu of busway, install in concrete encased duct sized per the NEC.

d. Cable: Main line is defined as cable running from switch to switch or riser pole to switch.

- (1) Primary cable shall be 1/C, 15 KV, copper, XLPE (MV-90), shielded with 100% insulation.
- (2) Neutral conductor shall be 600 volt with THWN insulation.
- (3) Main line - 500 MCM, with #4/0 neutral.
- (4) Transformer feeders shall be #2 with #2 neutral.

e. Manholes and Handholes:

(1) Primary manholes:

- (a) Use minimum size 8' x 8' x 7'.

(b) Place no more than 450' apart.

(c) Provide four 5" cast-in-place inserts on each inside wall.

(d) A manhole shall be provided at each switch location. Connect to manhole with one 5" duct entering each switch section.

(2) Primary (for #2, 15 KV cable only) and secondary handholes shall be 4' X 4' X 4'. All sides and bottom shall be concrete.

(a) 500 MCM, 15 KV cable shall be installed in manholes only.

(b) Turns of 90 degrees or more shall use secondary handholes or runs greater than 300'.

(3) Provide sumps.

(4) Provide circular metal covers and not removable tops, since these often require power equipment to remove.

(a) Provide minimum clear opening of 32".

(b) Provide H2O wheel loading.

(5) Core drill all existing manholes/handholes.

f. Connections:

(1) Use no primary cable T-splices! This includes inside manholes and handholes.

(2) Use only padmounted air switches for primary connections.

(3) Pad mount transformers shall not be looped to connect downstream pad mount transformers. Each pad mount transformer shall be connected to a dedicated air switch compartment. Three #2 primary conductors with #2 neutral shall be connected to each pad mount transformer from a dedicated air switch compartment.

g. Padmount Air Switch Features - Design basis is S&C PMH-10

(1) 4-way, Air type.

(2) Live front, rated 600 amps with viewing window.

(3) Gang switched.

(4) No mechanical interlocks.

(5) Switches shall be factory painted Brown, Robins AFB #48.

(6) Furnish with the following options:

(a) Dual-purpose front barrier

(b) Grounding stud

(c) 18-inch carbon steel base spacer, noncompartmented to match enclosure.

(7) Furnish 6 locks and one key for each switch installed. Use locks manufactured by Best Lock Corporation, lock number 21B720L-R with core number 8A59, short shank. Keys provided shall be blank and uncut, also manufactured by Best Lock Corporation.

h. Riser Pole Connections When Specified.

(1) Use 5" rigid steel for 500 MCM and 4" rigid steel for #2.

(2) Make transition from overhead riser to underground with rigid steel elbow.

(3) Use fiberglass arms only on pole.

i. Service Entrance Transformers:

(1) Live-front transformers are not allowed.

(2) Primary transformers shall not be installed indoors.

(3) A separate transformer shall feed each facility or building.

(4) Use low profile utility type for single-phase units.

(5) Designer shall use double-ended main switchboard on a transformer capacity of 1500 KVA and larger.

(a) Each transformer shall be sized to carry approximately 60 percent to 80 percent of the total demand load served.

(b) Use normally open tie breaker with Kirk key interlock.

(6) Provide secondary feed to main switchboard via feeder busway instead of parallel conductors when the ampacity of the service entrance conductors from an individual transformer is greater than 1600 amps.

(a) Busway shall be copper with internal copper ground.

(b) Provide bus fittings for the transformer and facility wall connections by the busway manufacturer.

(c) Exterior busway shall be NEMA 3R with aluminum housing.

(7) Secondary Cables

(a) Run underground.

(b) Use single conductor copper with THWN insulation.

(c) Use no conductors larger than 500 MCM.

(8) All new facilities shall be fed with 480/277 volts, unless special permission is granted by Civil Engineering at Robins AFB. On facilities with 480/277 volts and 208/120 volts, service into the facility shall be 480/277 volts with interior dry type step down transformers to supply the 208/120-volt system. Using separate exterior pad mount transformers to supply the 480/277-volt system and 208/120-volt system is not acceptable.

j. Transformers shall be padmount construction with the following features:

(1) Outdoor metal-enclosed padmount

(2) Primary - 12,470V Delta, Secondary - 480/277 volts

(3) Consisting of high-voltage (incoming) compartment, transformer section, and low-voltage compartment

(4) Full height isolating barriers

(5) Single phase shall be low profile utility type

(6) Incoming compartment:

(a) Dead-front construction

(b) Loop-feed with universal bushing wells

(c) Load-break connectors

(d) Load-break primary switch

(e) Fuses (Side-wall mounted “Bay-O-Net” oil-immersed expulsion fuses in series with coordinated oil-immersed current limiting fuses). For transformers exceeding 1500 KVA use full range current limiting tandem mounted fuse assembly.

(f) External tap changer

(g) Lightning/surge arresters.

1. Dead-front

2. 9 KV

3. MOV-type

(h) Inserts

(i) Parking stands

(j) OA 55/65°C

(k) Four 2-1/2% high voltage taps, two above and two below rated voltage

(l) Sufficient clearance for access to drain plugs

(7) Transformers shall be factory painted Brown, Robins AFB #48.

(8) Furnish 1 lock and one key for each transformer installed. Use locks manufactured by Best Lock Corporation, lock number 21B720L-R with core number 8A59, short shank. Keys provided shall be blank and uncut, also manufactured by Best Lock Corporation.

k. Unit Substations:

(1) Use outdoor unit substations when renovating an existing facility with insufficient space inside electrical rooms to install new equipment. New facilities shall be designed with adequate interior floor space inside the facility electrical rooms for the new electrical equipment.

(2) Use walk-in outdoor house/power building for the secondary side.

(a) Thermally insulate the walk-in housing.

(b) Provide ventilation fans, lights receptacles, and heating and air conditioning. Provide power from a small panelboard inside the enclosure.

(3) The same manufacturer shall manufacture the housing, transformer, and switchgear.

1. Transformer Metering

(1) Provide metering at all pad mount transformers. This metering shall be in addition to the metering requirements at all service entrance equipment.

(2) The Electrical Contractor shall sub-contract to Georgia Power Company for the material and installation of the metering at the pad mount transformer. Include a bid cost of \$2,700 (as of late 2001) for Georgia Power Company's Services. Contact GA Power at 800-205-1664.

(3) The Electrical Contractor shall provide a 1-inch conduit from the bottom of the pad mount to the metering cabinet provided by Georgia Power.

(4) The Electrical Contractor shall provide a 1-inch conduit from the metering cabinet to the telephone backboard.

(5) Provide note on drawings to indicate that contractor shall subcontract with GA Power for procurement and installation of meter.

2.02 EXTERIOR LIGHTING - GENERAL

a. Parking Lot Lighting

(1) General requirements:

(a) Use aluminum poles.

(b) Calculate lighting levels based upon IES (Illumination Engineering Society) for maintained levels for parking lots - design for 2.0 FC average with no point less than 1.0 FC.

(c) Fixtures shall be controlled by individual photocells on each fixture. Photocells shall activate at 3 foot-candles of ambient light.

(d) Feed at 277 V. If feasible, feed by panelboards mounted adjacent to padmounted transformers. Otherwise, feed from adjacent buildings served by the parking lots.

(2) Primary standard is high mast lighting.

(a) Use 100' poles equipped for up to 12 fixture heads, even if fewer heads are used. Holophane is base preference.

(b) The manufacturers do not have recommended foundation designs; so require the contractor to provide a submittal showing their proposal to withstand a 90 mph wind with 12 luminaires on the top of the pole. (NOTE: We have had some installations with a 17' deep hole 4' in diameter, with bolts 72 inches long, and a 14' cage 3.5' in diameter for concrete reinforcement. The

bolts were 2" in diameter, and the rebar was sized at no. 5. The installation included a vertical I-beam 14' long.)

(c) Fixtures are specially made for this purpose and have 1000 W HPS lamps.

(d) Have the manufacturer provide a printout showing the FC point-to-point calculations for the lot layout.

(e) Include stainless steel hoisting cables with a mechanism that is operated by an electric drill for lowering the fixture set to ground level for maintenance.

(f) Also provide double aircraft warning lights on poles located north of Fifth Street.

(3) Secondary standard is for shorter poles with cobra heads.

(a) Provide 25' poles with screw-in bases and 6' or 8' arms as applicable.

(b) Foundations shall be constructed as follows: 16 inch diameter helix made from hot rolled steel per ASTM A635; base plate size 15 inch diameter bolt circle and constructed of hot rolled steel; shaft size approximately 7 ft 6 inches constructed of steel pipe per ASTM A53. Entire finish shall be hot dipped galvanized per ASTM A123. Design Basis --- Chance Cat # XT112-0284

(c) Fixtures shall be cobra head type with 250W HPS lamps. Use "wide area" lenses and fixtures. Shoebox type fixture heads are unacceptable due to difficulty in maintenance and high first cost.

(4) Last preference, discouraged due to difficulty of maintenance and higher initial cost, is for shorter poles with rectangular box shaped fixtures on short horizontal arms.

(a) Only use these along paths and sidewalks near administrative facilities where a high degree of aesthetics is desirable. These must meet the balanced goals of architectural compatibility, energy budgets, and sustainability.

(b) Provide on poles no taller than 10' due to maintenance difficulty.

(c) Poles may be colored with anodized aluminum if this better meets the architectural compatibility requirements.

(d) Foundations shall be constructed per manufacturer recommendations. If possible, use screw-in bases and foundations such as for parking lot 25' poles, but sized smaller as required.

b. Street Lighting

(1) General requirements:

(a) Only provide where adjacent parking lot lighting is insufficient for street level.

(b) Calculate lighting levels based upon IES (Illumination Engineering Society) for maintained levels - design for 1.0 FC with no point less than 0.5 FC.

(c) Fixtures shall be controlled by individual photocells on each fixture. Photocells shall activate at 3 foot-candles of ambient light.

(d) Feed at 277 V. If feasible, feed by panelboards mounted adjacent to padmounted transformers.

(2) Primary standard is high mast lighting as described above.

(3) Secondary standard is for shorter poles with cobra heads as described above.

c. Sidewalk Lighting: Any sidewalk that is not adequately lighted by the parking lot lighting and branches into the entryway of the facility shall be lighted with sidewalk lighting. Design Basis -- Lithonia KBR6 series with 70-watt metal halide lamps.

d. Exterior Doors: Exterior Doors: Provide wall pack metal halide fixtures above or next to all exterior doors.

e. Facility Site Lighting: If security is a concern or parking lot is adjacent to a wall, provide wall pack metal halide fixtures spaced to provide 2.0 FC average to the area.

f. Exterior Storage Area Lighting: Provide lights around the perimeter of the entire storage area.

(1) Lights shall be 30 feet tall, round, tapered aluminum pole with two-floodlight type lighting fixtures mounted on 2 tenons 180 degrees apart.

(2) Fixtures shall be 400 watt HPS with a NEMA type 6 X 5 light distribution.

(3) Install pole on a screw-in base.

(4) Poles shall withstand steady wind velocity of 80 MPH and have a 1.3 gust factor based on the effective projected area of the fixtures and brackets provided.

(5) Poles shall be one piece, spun construction, with cast aluminum base, ground lug, handhole, and sanded satin aluminum.

(6) Poles shall be spaced to provide 10 foot-candles.

2.03 EXTERIOR LIGHTING SPORTS: All lighting shall be metal halide. Calculate lighting levels based upon IES (Illumination Engineering Society) for maintained levels.

a. Baseball and Softball Fields: Lighting levels shall be based on Class of Play Type II per IES. Layout poles shall be as recommended by the IES standard.

b. Tennis Courts - Lighting levels shall be based on Class of Play Type II per IES. Layout of poles shall be as recommended by the IES standard.

c. Type: All lighting shall be metal halide.

d. Poles - All pole construction shall be concrete set in a concrete base.

2.04 LIGHTNING PROTECTION

A. Mandated Need: Provide on all facilities with explosives or hazardous materials. Ground in accordance with Chapter 7, Lightning Protection, DoD 6055.9_STD and AFI 32-1065, Grounding Systems.

B. Determined Need: Use NFPA 780 (Lightning Protection Code) Appendix H, Risk Assessment Guide, with $F = 1$ along with 0.5 adjustment for Southeast area. If $R = 9.0$ or higher, install lightning protection. (Note: Calculated values of R that are 7.0 and higher are rated Severe.)

C. Documentation: Present all calculations in the design analysis.

D. Design for buildings under 4,000 square feet:

(1) Design per UL and NFPA 780.

(2) Conductors:

(a) Use only copper, except on galvalume or other aluminum roof materials.

(b) All conductors on roofs shall be treated as main conductors.

(3) Install Transient Voltage Surge Suppression (TVSS) on the service entrance of each protected facility. Assume one service entrance per facility unless field checking or RAFB record drawings indicate otherwise. Our specification master is labeled 16672, Transient Voltage Surge Suppression.

(4) Installation:

(a) Methods shall conform to UL 96A.

(b) Components shall conform to UL 96.

(c) Contractor shall obtain a UL letter of findings for the facility. The UL letter of findings shall be provided to the Government directly by UL after inspection by UL personnel. The Contractor shall make all corrections listed in the UL letter of findings.

(d) Use no adhesive connections without approval as a formal exception. A rubber washer and tek screw shall securely attach conductors installed on metal roofs. Facilities with standing seam roofs shall have the conductors and air terminals attached to the roof at the top of the standing seams to minimize roof penetrations. Apply sealant under bases and between screw and washer. (In some cases Silaprene adhesive may be granted as an exception when requested).

(e) Thru roof penetrations are not allowed except at downlead locations at the perimeter of the facility.

(f) All down conductors shall be concealed in the wall with CPVC sleeve.

(g) Entire roof perimeter and at all ridges shall have air terminals spaced at 20 ft intervals maximum.

(h) All other locations in the center of the roof between the ridges and the perimeter shall have air terminals spaced in a square grid at 50 ft maximum intervals.

(i) If the facility contains a structural steel support system, then the structural steel can be used for the downlead connections. The connection at the top of the roof to the steel shall not exceed 100 ft average intervals. Also, connections from the base of the steel to the counterpoise around the facility shall not exceed 60 ft average intervals. All connections to the steel shall be exothermic type, top and bottom. Thru-roof conductors shall only be installed at the perimeter of the facility at downlead locations.

(j) If structural steel is not used as a down conductor, then UL Listed Class conductors shall be installed in PVC concealed in the wall. Connections shall not exceed 100 ft to the roof conductors and 100 ft to the counterpoise around the facility. Thru roof penetrations shall be used to connect the down conductors. Thru-roof conductors shall only be installed at the perimeter of the facility at downlead locations.

(k) A counterpoise shall be installed around the entire facility. Counterpoise shall be minimum #1/0 bare copper and installed 2 feet below grade per NFPA 780. All below grade connections shall be exothermic type. (In some cases tripod grounds with rods 20' apart at downlead locations may be granted as exceptions when requested).

(l) Standing seam metal clamps shall not be used. All connections to standing seam metal roofs shall be screwed with a tek screw at the top of the seam. Coordinate details with lightning protection installer.

(m) Air Terminals (rods) are typically 10" in height.

E. Design for buildings of 4,000 square feet and larger (per RAFB approval by HQ AFCESA):

(1) Use the Electronically Activated Streamer Emission (EASE) system: design basis is Prevector IV by National Lightning Protection Corporation.

(2) Design per manufacturer's requirements.

(a) Our specification master is labeled 16671- Lightning Protection - EASE.

(b) Install Transient Voltage Surge Suppression (TVSS) on the service entrance of each facility within the protected radius if not previously installed. Assume one service entrance per facility unless field checking or RAFB record drawings indicate otherwise. Our specification master is labeled 16672, Transient Voltage Surge Suppression.

(3) Existing Facilities: Mount each EASE device on a pole or mast 15' – 20' horizontally to the side of the nearest building roof edge. Consider roof mounting for very tall facilities.

(4) New Facilities: Consider roof mounting first, then on a pole or mast to the side. Ensure the structural requirements for roof mounting are covered in the design package.

(5) Design Criteria: State on drawings:

(a) Soil resistivity is 25,000 Ohm-cm, unless actual values at the site are known.

(b) The highest elevation of any object on each building.

(6) Shielding Ground Bed: Provide vegetation as first choice and fencing as second choice over the top of the ground bed to protect personnel from voltage gradients in the soil during a lightning strike.

SECTION 3 - SERVICE ENTRANCE

3.01 SYSTEM GROUNDING

a. Soil Resistivity: The median value runs in the 25,000 ohm-cm range for soil near buildings at Robins AFB. This would normally result in a single ground rod having a resistance of nearly 100 ohms. To meet the NEC requirement of 25 ohms or less a tripod set of ground rods 20 feet apart with Thermit-welded bare copper 4/0 wire between them is usually sufficient, provided the closest ground rod is at least 10 feet from the facility.

B. Buildings under 4,000 SF roof size and larger buildings without any admin space or office: When a bldg or structure meets this description after the work of this project, the system ground may meet the NEC requirement of 25 ohms or less.

C. Buildings of 4,000 SF and larger roof size with any admin space or office: Provide maximum of 10 ohms of resistance to hard earth ground in the system ground connected to the electrical service entrance.

3.02 SWITCHBOARDS, PANELBOARDS, AND MOTOR CONTROL CENTERS

a. Choice of type:

(1) Use switchboard construction when 1000 Amps or larger.

(2) Use power distribution panelboard construction when equal to 800 Amps. Boxes shall be minimum 9 ½ inches deep.

(3) Use panelboards when 600 Amps or less.

b. General:

(1) Use NEMA 3R outdoors. NEMA 4X may be specified in cases where the corrosion potential is high. Fiberglass is preferred over stainless steel for NEMA 4X.

(2) Use copper bus only.

(3) In motor controllers, use only adjustable motor circuit protectors with separate thermal overload elements, not thermal-magnetic circuit breakers.

(4) Size to allow for a 25% increase in power demand.

(5) Spare pole/space capacity shall be minimum 30% of total pole/space capacity.

(6) Panelboards, switchboards, or motor control centers shall not be tapped to feed new loads. If there is no space for protective devices in the existing piece of equipment to feed the new load, then a new panelboard, new switchboard (add section if feasible), or new motor control center (add section if feasible) shall be provided.

(7) Existing Equipment: When installing breakers in existing panels, insure the manufacturer can still supply them and at reasonable price and delivery schedule.

(8) When doing any work involving the main service entrance, install or re-install a laminated riser diagram of the electrical system on the wall near the panel.

(9) Provide typed directories in each cabinet.

(a) Clearly label each circuit as to type load and specific location. Ex.:

Receptacles N. Wall

(b) Note on the directory from where the cabinet is fed. Ex.: Fed From Panel PA in Mech Room, Ckt. 4.

(10) All service entrance equipment shall contain a main breaker. If the facility requires double ended design, as stated elsewhere in this standard, then two main breakers with a normally open tie breaker shall be provided.

(11) Feeders to service entrance and any panelboard within the facility shall not contain any derated neutrals. As a minimum, neutrals shall have an ampacity of the phase conductors. Feeders to panels with 200 percent rated neutral busses shall have the neutral conductors rated 200 percent of the feeder phase conductors.

(12) New construction shall be designed with one service entrance.

(13) Labeling of Panel Schedules and Drawings for Branch Circuits: Each homerun symbol on the drawings shall be labeled in accordance with the pole numbers instead of a circuit number.

(a) Three-phase loads shall be designated by the three-pole numbers, such as HB - 1,3,5 or HB - 8,10,12. The single pole number, such as LA-12, shall designate single-phase loads.

(b) Panel schedules shall be numbered with odd numbers on the left side, top to bottom, and even numbers on the right side top to bottom.

c. Distribution Panelboards and Switchboards:

(1) Protect by breakers. Fuses are not permitted.

(2) All switchboards and panelboards shall be 3-phase, 4-wire, with ground bus. Install a neutral conductor to all switchboards and panelboards regardless of load.

(3) If the main breaker has ground fault protection, provide it as well on the feeder breakers.

(4) Show future frame space in all service entrance rated or distribution panelboards or switchboards, with full mounting hardware provided for plugging the breakers into them.

(a) Switchboards. 1000 - 1200 amps, provide:

1. 1-400 amp frame space.

2. 2-225 amp frame spaces.

3. 1-100 amp frame space.

(b) Switchboards. Greater than 1200 amps, provide:

1. Two 400-amp frame space.
2. 2-225 amp frame spaces.
3. 1-100 amp frame space.

(c) Double-ended switchboards. Provide for each side (a) or (b) above for future frame space sizes.

(d) 800 amp panelboards. Provide:

1. 2-225 amp frame spaces.
2. 2-100 amp frame spaces.

(e) 600 amp panelboards and below. Provide:

1. 1-225 amp frame space.
2. 3-100 amp frame spaces.

(f) All frame space sizes shall be based on three pole breakers.

(5) Use an electronic multi-meter in the main panelboard or switchboard instead of ammeters,

(6) On double-ended switchboards, control switches and meters shall be connected to the side of the energized source. As soon as power is de-energized from one of the incoming sides of the double-ended switchboard, all control power shall automatically transfer to the other side of the available energized source.

(7) Switchboards

(a) Main through bus shall be fully rated and non-tapered copper bus.

(b) Distribution sections shall have the same depth as the main service section.

d. Panelboards - Other:

(1) All panelboards shall be “main breaker interior” type unless the upstream circuit protective device is within sight of the downstream bus being fed.

(2) Gutter taps, sub-feed lugs, feed-thru panels, and taps of conductors inside junction boxes are unacceptable circuit feeds to panelboards.

(3) All panelboards shall be fed from a separate circuit breaker in an upstream bus. The only exception to this shall be when no more than two panelboards shall share the same feeder circuit from a dry type transformer. The second panelboard shall be connected from a feeder breaker in the first panelboard. The second panelboard shall be installed adjacent to the first panelboard or inside the same room.

(4) If multiple (three or more) 208Y/120 volt panelboards are fed from the same dry type transformer, then a 208Y/120 volt distribution panelboard shall be installed downstream from the dry type transformer. Each panelboard shall be connected to a dedicated circuit breaker in the distribution panelboard.

(5) Use minimum 225 Amp with 42 poles unless specifically stated elsewhere.

(6) Mount main breakers at the top or bottom in a vertical position specifically designed for that purpose. Exceptions only apply for approved applications of 100 Amps or less and 30 poles or less.

(7) Do not use load center type panelboards except for military family housing construction and temporary lodging facility construction.

(8) Panelboards with 200 percent rated neutrals shall be used when supplying power to the following areas:

- (a) Office administrative areas
- (b) Cubicles or System Furniture
- (c) Individual office Rooms
- (d) Large open office areas
- (e) Computers
- (f) Electronic Equipment
- (g) Electronic Test Labs

(9) When supplying panelboard feeders to panels with 200 percent rated neutrals, the neutral conductors to the panel shall have an ampacity of twice the phase conductors in the feeder.

(10) When supplying panelboard feeders to panels with 100 percent rated neutrals, the neutral conductors to the panel shall not be derated less than the phase conductors in the feeder.

(11) Column width panelboards are unacceptable.

(12) Panelboards shall not contain integral TVSS units. Any TVSS units installed at panelboards shall be separate units and installed adjacent to the panelboards.

e. Circuit Breakers:

(1) Use only bolt-on type or I-Line type.

(2) Do not use ground fault breakers. Use only individual ground fault receptacles.

(3) Magnetic only switches shall not be installed in any switchboard or panelboard. All breakers shall have thermal-magnetic characteristics.

f. Main Breakers and Feeder Breakers shall be as follows:

(1) Main and Tie Breakers in Main Switchboards – (Including Double-Ended)-Service Entrance Rated.

(a) Insulated-case.

(b) 100% rated.

(c) Individually mounted drawout.

(d) Solid state trips with digital ammeter display and trip functions per Specifications.

(e) Electrical operation with backup manual operation.

(2) Feeder Circuit Breakers in Main Switchboards – (Including Double-Ended) Service Entrance Rated.

(a) Molded-case.

(b) 80% rated.

(c) Group mounted - stationary.

(d) Solid state trips with digital ammeter display and trip functions per Specifications.

(e) If feeder breaker is greater than 1200 Amps, use insulated case 100% rated, stationary type, with trip functions the same as specified for the molded case breakers.

(3) Main Circuit Breakers in Main Distribution Panels (MDP) - Service Entrance Rated (600 - 800 Amp Bus).

(a) Molded-case.

(b) 80% rated

(c) Stationary mounted.

(d) Solid state trips with digital ammeter display and trip functions per Specifications.

(4) Feeder Circuit Breakers in Main Distribution Panels (MDP) - Service Entrance Rated (600 - 800 Amp Bus).

(a) Molded-case.

(b) 80 % rated.

(c) RMS digital solid-state trip with adjustable short time and instantaneous pickup.

(5) Breakers Used in Service Entrance Rated Panelboards Less than 400 Amps shall be molded-case thermal magnetic.

(6) Circuit Breakers within a Sub-distribution Panelboard and 600 Amps or Greater.

(a) Molded-case.

(b) 80 % rated.

(c) RMS digital solid-state trip with adjustable short time and instantaneous pickup.

(7) Circuit Breakers within a sub-distribution panelboard and 400 Amps or less shall be molded-case thermal magnetic.

(8) If required by the project scope, breakers shall have additional metering functions for the solid-state trips.

(a) Functions shall include the following:

1. Energy (KWH, MWH)

2. Real Power (KW, MW)

3. Total Power (KVA, MVA)

4. Frequency (HZ)

(b) Provide device monitor to serve as a central location for reading and displaying all data at each solid-state trip unit and the facility meters. Connect monitor to all devices with a RS-485 network. Device monitor shall be a separate device from the facility meter.

g. Startup: Provide special startup along with training on setting and maintaining the breakers to CE shops. Use an independent testing firm registered with NETA or manufacturer's service engineer to set the adjustable devices. Include:

(a) Startup in the field.

(b) CE Shop training.

(c) O&M manuals.

(d) Schematics of electronic devices.

(e) Solid state trips tested in field with a portable test kit.

(f) Specified equipment used in the startup provided to CE shops for future maintenance.

3.03 GENERATORS, TRANSFER SWITCHES, AND FUEL TANKS

a. Generators: Base actual size on load analysis for 60-80% loading, based upon field readings when possible.

b. Fuel Tanks:

(1) Provide tank large enough for generator to run 72 hours at 100% rated load.

(2) Fuel tank shall be above ground, similar to Convault construction. The fuel tank shall be encased with secondary 3000-psi concrete container.

(3) A day tank is not required. The fuel shall be fed directly to the diesel fuel pump intake line. A 3.0-PSI anti-siphon check valve shall control fuel feeding into the diesel fuel pump.

(4) Include a high level alarm in the fuel tank to prevent overflow.

(5) Include an interstitial leak monitoring system to monitor and prevent tank leakage from the tank into the tank enclosure.

(6) Copper tubing is not allowed. Use only threaded black steel.

(7) Install a ¾" X 10' ground rod in a ground well. Extend a #1/0 copper conductor from the ground rod to the tank.

(8) Include on all four sides of the fuel tank the following markings:

(a) Flammable

(b) No Smoking within 50 Feet

(c) Diesel Fuel

(d) Capacity of Tank

(9) If the top of the tank is greater than 42" above finished grade, include steps.

c. Transfer switches:

(1) Switches shall be four-pole with switched neutral.

(2) Use bypass feature for critical facilities per design guidance.

(3) Automatic transfer switches and controls shall be installed in electrical rooms and not in areas where steam piping or other high humidity "generators" are present. Transfer switches shall not be installed outdoors.

(4) All transfer switches shall be of the automatic type.

(5) Transfer switches shall have the following features:

(a) A see-through polycarbonate cover for all live parts (such as in Cummins-Onan).

(b) Programmed transition for switching inductive loads. This shall delay the transfer switch mechanism to allow load inductive voltages to decay prior to connection to the oncoming source. This device shall have an adjustable time delay from 0 to 60 seconds, and an LED lamp to indicate the module is in the timing function.

(c) Permanently attached manual operating handle for backup to automatic switch mechanism. This shall provide load-break manual operation under load with quick make/quick break design.

SECTION 4 - INTERIOR

4.01 INTERIOR POWER

a. General.

(1) In existing facilities fed at 208V, convert to 480V. In new facilities the service voltage shall be 480Y/277 unless the Civil-Electrical Chief in 778 CES/CECE gives approval for 208Y/120 volts.

(2) Provide small distributed dry-type transformers (delta-wye) as needed for 208Y/120V to step the voltage down from 480Y/277. In administrative areas, locate the dry type transformers in electrical closets with the panelboards. Distribute the dry type transformers throughout the facility next to the loads.

(3) Use reduced voltage motor starting on 75 HP and up. For smaller motors, evaluate motor-starting voltage drop and provide reduced voltage starting if over 10% drop.

(4) Power Factor Correction: Install capacitors to correct power factor to 95% at full load for motors 5 HP and larger. Show every capacitor next to the motor. Install as close to the motor terminals as possible.

(5) The Contractor shall have an electrician with a Master's License on site during all installations.

(6) Use generic "off the shelf" equipment. Field fabrication of panels, switches, etc., is not allowed.

(7) Equipment that is obsolete or scheduled to be obsolete is not allowed.

(8) Provide a submittal at the final inspection that lists the vendors for all equipment, so CE shops can contact them later as needed.

(9) The following types of wiring are not allowed:

(a) Multiconductor type cables

(b) Armor-Clad and Metal Clad Cable

(c) Cable bus

(d) Non-Metallic Sheathed building cable, except in residential housing.

(e) Electrical Nonmetallic Tubing

(f) Underfloor raceway systems.

(10) All wiring shall be rated 600 volts, single copper conductor, with Type THHN/THWN insulation.

(11) All wiring shall be installed in metallic conduit raceways above grade or PVC (schedule 40) below grade.

(12) Wireway (rectangular shells with top covers into which cables are laid) are highly discouraged and allowed by exception only.

(13) Cable tray may be used as a raceway for power wiring only for major feeds in hallways above ceiling grids. Any other application shall be approved as an exception.

(14) Raceways shall be concealed wherever practical in finished spaces.

(15) Motor Control Centers shall have disconnect devices, branch circuit overload protection, and controllers mounted in a single assembly. Whenever the starter is located in the MCC, use instantaneous trip circuit breakers with separate adjustable overloads. If the unit contains no starter, and the starter is located at the machine, then a thermal-magnetic circuit breaker shall be used to supply the motor feeder.

(16) Electric - Operated Projector Screens in Conference Rooms, Classrooms and Training Rooms: Coordinate locations with user. Provide power and wall switches for control.

(17) Provide exhaust fans inside all main electrical rooms. Interior electrical closets next to administrative spaces shall be air-conditioned.

(18) Main electrical rooms shall be a separate room with no other trades sharing the electrical room. Main electrical room shall be located on an exterior wall with exterior double doors, and without a center support, in the opening for removal of equipment. Doors shall contain an exterior lock.

(19) Electrical closets within the facility shall be separate rooms with no other trades sharing the closets. Electrical closet doors shall contain a lock.

(20) In all new projects, provide a metal cabinet in the main electrical room next to the service entrance.

(a) Metal cabinet shall contain hinged doors and a location for a padlock.

(b) Cabinet shall be minimum four feet tall, three feet wide, and two feet deep. Cabinet shall have three metal shelves.

(c) Allow square footage in the floor plan for the metal cabinet.

(d) Inside the cabinet, the Contractor shall place one full set of as-built drawings, one set of all electrical shop drawings and one set of all electrical Operation and Maintenance manuals.

(21) New facilities shall size the main electrical room based on current project equipment sizes and future floor space. Designers shall layout the equipment in the room and show the future floor space on the drawings. Future floor space shall be provided as indicated below:

(a) For service entrance rated 800 amps and below, provide future floor space typically along the walls in the main electrical room for the following:

1. Provide future floor space for one dry type transformer. Minimum size typically for each dry type shall be based on 36 inches width x 24 inches depth X 46 inches height.

2. Provide future floor space for two wall-mounted panelboards. Minimum size for each panel shall be based on 20-inch width X 5 3/4-inch depth X 50 inch tall.)

(b) For service entrance rated above 1000 amps, provide future floor space in the main electrical room along the walls for the following:

1. Provide future floor space for two dry type transformer. Minimum size for each dry type shall be based on 36 inches width x 24 inches depth X 46 inches height).

2. Provide future floor space for three wall-mounted panelboards. Minimum size for each panel shall be based on 20-inch width X 5 3/4-inch depth X 50 inch tall.)

(22) New facilities shall size the electrical closets based on current project equipment sizes and future floor space. Electrical closets are defined as rooms that contain electrical equipment (such as dry type transformers, sub-distribution panels, etc) for distributing electrical power within a facility downstream from the main electrical room.

(a) Designer shall lay out the equipment in the room and show the future floor space on the drawings.

(b) Provide future floor space in the electrical closets for the following:

1. One dry type transformer. Minimum size for each dry type shall be based on 36 inches width x 24 inches depth X 46 inches height.

2. Two wall mounted panelboards. Minimum size for each panel shall be based on 20-inch width X 5 3/4-inch depth X 50 inch tall.)

(23) Unless special permission is granted by Civil Engineering, all dry type transformers shall be installed within the main electrical room and the electrical closets within the facility.

(24) Unless Civil Engineering or the project scope grants special permission, all service entrance equipment shall be installed within the main electrical room of the facility.

b. Branch Circuits.

(1) On all new circuits, allow for future expansion by loading less than the NEC maximum.

(2) 20 Amp receptacle circuits, place no more than 6 duplex outlets on a circuit. All circuits supplying convenience receptacles shall be protected with a 20-amp circuit breaker.

(3) Do not use multi-wired circuits (shared neutrals) for single-phase loads. Run a separate neutral.

(4) Do not use underfloor duct systems.

(5) Provide a separate green grounding equipment conductor in all conduits. Raceway shall not be used as a sole equipment ground. Ground shall be sized in accordance with Table 250-95 of the NEC.

(6) Do not use ground fault breakers for 120 volts, 20-ampere circuits.

(a) Use only individual ground fault receptacles.

(b) Provide GFCI receptacles in all bathrooms, locker rooms, within all wet areas of a facility, and at all outside locations.

(7) Branch circuits shall be rated a minimum of 20 amperes, except where lesser ratings are required for specific applications. Branch circuit conductors will in no case be less than No. 12 AWG.

(8) Maximum of three phases or poles shall be installed in any conduit system, which includes single-phase circuits, regardless of derating tables in the NEC.

(9) The combined voltage drop on feeders and branch circuits will not exceed 5 percent. Individual voltage drop on feeder and branch circuits shall not exceed the recommendations of the NEC.

c. Dry-type Transformers:

(1) Use dry-type general purpose (delta-wye) in the facilities except in cases listed below which require K = 13 non-linear dry type transformers.

(2) Electrical closets shall have 80 degree rise types. An electrical closet is not considered the main electrical room, but a room that is remote from the main electrical room in the facility. Electrical closets shall be used for distribution of electrical panels, dry type transformers, IPS system,

etc, for serving administrative areas. Transformers with a 150-degree rise are acceptable in large open industrial areas, warehouses, and the main electrical room.

(3) Use K-rated (K=13) non-linear dry types when providing power to the following areas:

- (a) Office administrative areas
- (b) Cubicles or System Furniture
- (c) Individual office Rooms
- (d) Large open office areas
- (e) Computers
- (f) Electronic Equipment
- (g) Electronic Test Labs

(4) Electrical closets that contain dry type transformers and located within the administrative areas shall have air conditioning.

(5) Dry type transformers shall be not be ceiling-mounted or wall-mounted. Mount the transformer on a concrete pad on the floor with rubber pad isolators.

(6) Maximum size dry type shall not exceed 300 KVA.

d. Low voltage cable and conduit:

(1) Use only copper conductors.

(2) Use THHN indoor and THWN outdoors.

(3) Base conductor size on the above.

(4) Do not use setscrew or die cast conduit connectors on EMT conduit. Use steel compression fittings only.

(5) Screw-in flex connectors are not allowed. Connectors for flexible metal conduit shall be malleable iron/zinc plated and of the 2-screw clamp type with insulated throats conforming to UL 514B & NEMA FB-1.

(6) For areas without conditioned air, design using a 45 degree Celsius ambient temperature. For conductors in these areas, apply the ambient derating factors in NEC, Table 310-16.

e. Computer areas:

(1) Locate separate emergency shutdown switches (inside hinged covers to prevent accidental activation) for all computerized operations, including their air handling and computer room units. Locate switches at each exit door of the computer room.

(2) Activation of the fire alarm system shall also shut down the computer equipment, computer room units, and air-handling units.

f. Air Handling Equipment and Devices:

(1) Device Plates: All device plates shall be type 302, 0.035 inch thick, brushed finish, and UL Listed stainless steel.

(2) Disconnect Switches:

(a) Heavy duty type.

(b) NEMA 3R outdoors, NEMA 4X in corrosive areas.

(c) When fused, use rejection type R fuses.

g. Grounding:

(1) Ground rods - $\frac{3}{4}$ " X 10'. Use exothermic weld to connect to grounding system.

(2) Grounding shall be per Specifications.

h. Wall switches:

(1) 20 Amp minimum.

(2) Industrial Specification Grade, not general or standard grade.

i. Convenience Receptacles:

(1) An outlet is defined as 20 Amp minimum, NEMA 5-20R, duplex. Locations shall be as described for convenience receptacles in this standard.

(2) Industrial Specification Grade, not general or standard grade.

(3) When weatherproof, use spring-hinged flap covers.

(4) Convenience receptacles shall be located 18 inches AFF, to the center of the outlet.
Exception: 24 inches AFF to bottom of outlet plate is allowed in explosion proof areas.

(5) Explosion proof convenience receptacles shall be provided at all explosion proof areas within a facility. Locations shall be as described for convenience receptacles in this standard. Explosion proof convenience receptacles shall be rated in accordance with Article 500 of the National Electrical Code.

(6) Explosion proof convenience receptacles shall be duplex type, rated 20 amperes.

(7) Provide a plug for each explosion proof convenience receptacle.

j. Convenience Receptacles shall be provided in all the following areas listed below:

(1) At Communication Outlets - adjacent to each communication outlet

(2) Small Individual Office Rooms (less than 250 SF) - one outlet on each wall.

(3) Conference Rooms:

(a) One outlet ceiling mounted approximately 18 feet from the center wall where a projection screen would be installed.

(b) An outlet on each wall but mounted at 16 ft maximum separations around the perimeter of the room. I

(c) Install one outlet in the corner of the room opposite where a projection screen would be used.

(d) Install a floor mounted receptacle in the front of the room for a podium.

(4) Communication Rooms: Provide two outlets in the center of each wall.

(5) Receptacles for Pre-wired System Furniture:

(a) Prewired system furniture is defined as furniture that contains pre-wired powered panels with plug-in receptacles and communication outlets mounted in the furniture base.

(b) Prewired system furniture would have the communication wiring extended into the furniture channel through a power pole or flexible whip.

(c) If furniture is included in the scope, then all raceway, wiring, and power capacity shall be provided. Wiring shall be extended to the furniture and terminated on the outlets.

(d) If the project does not provide the prewired systems furniture, then provide all electrical prewiring for the furniture. Power prewiring shall include breaker provisions, panelboards, wiring with associated raceway, flexible conduit whips with wiring to power poles, and load capacity in calculations. All connections as needed to the systems furniture shall be provided. The furniture manufacturer will furnish power poles by others. This shall occur if any of the cases below apply:

1. The design/build RFP provides a quantity of systems furniture cubicles in administrative areas for bid purposes of the electrical prewiring.

2. The project is designed by a consulting firm and then bid under an independent separate contract for construction only. In this case, the consulting firm shall provide a preliminary layout of the furniture in the bid drawings. The successful bidder on the construction contract shall then prewire the system furniture.

(e) Design for Prewired system furniture shall be as follows:

1. Eight-wire systems furniture shall be the design.

2. In each cubicle, design with two general purpose outlets on different circuits and one dedicated outlet in each cubicle. Each outlet shall be on a different partition in the cubicle. Each general-purpose outlet in a cubicle shall be on a separate phase in the systems furniture.

3. Maximum four cubicles shall share the same circuits.

4. The dedicated outlet in the four cubicles shall share the same circuit in the eight-wire system furniture.

5. General purpose outlets in the four cubicles shall be balanced between the three phases.

(6) Administrative areas larger than 250 square feet with or without prewired systems furniture (now or later):

(a) In these spaces, install one outlet at 8 feet intervals around all walls and one outlet on each furred out interior column.

(b) These outlets shall be installed flush in the walls and interior columns. This is in addition to the outlets specified for prewired system furniture cubicles.

(7) Non-Prewired Systems Furniture - If furniture is installed in areas of the facility, which is not prewired system furniture, but uses the outlets in the walls, then provide the following:

(a) Two outlets shall be installed in the center of each cubicle flush mounted in the wall. Maximum separation shall not exceed 8 feet on the walls. Maximum two cubicles shall share a circuit.

(b) In design/build projects, the location of furniture or quantity of workstations in each area shall be included in the RFP.

(8) Mechanical, Electrical rooms and Mechanical Mezzanines: One outlet at 20 ft intervals around all walls. Provide additional outlets as needed to coordinate with equipment locations.

(9) Mechanical and Electrical Equipment: One outlet shall be installed within 16 feet to 20 feet of each piece of equipment. This shall be provided wherever equipment is located, whether inside or outside, roof, mezzanines, etc.

(10) Corridors: Provide one outlet at every 20-ft interval along the length of the corridor (on one side of wall or alternate wall).

(11) Lobby: Two outlets total, on opposite walls.

(12) Warehouses, Shop Areas, Storage Areas, and Hangars: One outlet at 40 feet intervals around the perimeter of all walls and on outlet at all interior columns. Locate outlets in the web of interior columns.

(13) Each DDC Control Panel - Provide one receptacle outlet at each DDC control panel. This is used for maintenance personnel to use portable tools, laptops, etc.

(a) This is in addition to a hardwired connection for the panels' power.

(b) At each DDC panel, provide a dedicated hardwired circuit for the DDC panel power requirements.

(14) All other areas within a facility not specifically addressed above shall have outlets installed as follows:

(a) Install one outlet at 16 ft maximum intervals around the perimeter of all walls and one outlet on each interior column. Locate outlets in the web of interior columns.

(b) Walls less than 16 feet shall have minimum one outlet installed on each wall; this outlet shall be centrally located on the wall but may be the same outlet as outlets spaced 16 ft on center around the room.

(15) Receptacles outside the facility shall be as follows:

(a) Install outlets at 200 ft maximum intervals around the facility.

(b) One outlet shall be installed at each personnel door on the outside.

(c) One outlet shall be installed at each roll-up door on the inside.

(d) One outlet shall be installed at all mechanical equipment outside within 16 feet to 20 feet of the equipment.

(16) Coordination Notes: The above is based on the minimum requirements. A/E shall be responsible to coordinate with the user on the exact location for the outlets during the design stage. This shall be based on final equipment locations, users' needs, and workstation or desk locations. This statement applies to design projects and design/build contracts.

k. Special Receptacles for Hangars: Obtain special requirements from user or project scope of work.

4.02 INTERIOR LIGHTING

a. Calculate lighting levels based upon IES (Illumination Engineering Society) for maintained levels. Maintained level is defined as a calculated foot-candle level taking into consideration all depreciation light loss factors (LLF).

b. General Lighting

(1) For fluorescent, tube shall be rapid start, 4', 32W, T8, 3500K color, CRI of greater than 75, and a minimum output of 2900 lumens.

(2) When service voltage is 480Y/277 Volts, feed lights at 277 volts.

(3) Modular wiring systems are not allowed.

(4) Install a junction box and 6 feet of flexible metal conduit to all light fixture connections above suspended ceilings, acoustical or gypsum.

(5) In open office areas with systems furniture, include a light loss partition factor in calculations. Design illumination at task level shall be not less than 30 foot-candles, after applying all light loss factors and a partition factor. Include all tables from industry standards that show the source of partition factors used in the calculations. Assume the offices contain partitions with a 50 percent reflectance factor having dimensions 6 ft long by 6 ft wide by 6 ft tall. Any additional required lighting levels will be obtained using task lighting within the partitions.

c. General Patterns: In general, lighting within a facility shall be as follows:

(1) Entry way In Front Of Facility at the Exterior of the Facility: Provide uplight or downlight on both sides to light the entrance into the facility and any planters at the entryway. The designer will choose the fixture types. Fixture shall be architecturally pleasing with the location and enhance the appearance of the entryway into the facility.

(2) Entry Way or Vestibule:

(a) Small Areas: Compact fluorescent downlights. Downlight fixtures shall contain a matte black-ridged baffle with a specular clear Alzak reflector.

(b) Width or depth 6 ft or greater: Fluorescent fixtures built into an architecturally pleasing light cove. Long sections of lights shall have 4-foot fluorescent strips staggered. Show detail of light cove on architectural drawings with fixture details on electrical sheets.

(c) For large areas, consider a combination of cove lighting with compact fluorescent downlights or 2 X 2 fixtures to match the hallways/corridors.

(d) Recessed linear lighting with a refractive acrylic lens along walls or built into architectural ceiling contours.

(e) Pictures on walls -- Directional floods

(3) Facilities with a Built-in Service Desk

(a) Provide down task lighting with compact fluorescents directly over the entire service desk counter, spaced 4 ft on center. Downlight fixture shall contain a matte black-ridged baffle with a specular clear Alzak reflector. Provide switch next to entrance into the service desk area.

(b) Work area behind the counter within the service desk area shall be the same type as used for the Foyer/Halls/Corridors, or the same type fixtures used directly over the service desk counter. Provide switch next to the entrance into the service desk area for each type of fixture.

(4) Foyer/Halls/Corridors: Fixtures shall be 2 ft X 2 ft with refractive acrylic lens troffer. Fixture shall contain 17 watt, T8, 2-foot fluorescent lamps. Maximum of three lamps shall be used in a fixture.

(5) Administrative Office Spaces:

(a) In small individual offices, minimum two 2 ft X 4 ft light fixtures (three tubes) shall be installed.

(b) The following fixture types are allowed where noted:

1. Nominal 5 1/2 inch deep, para-contoured housing, die formed code gauge, prime cold rolled steel. Fixture shall be 18-cell semi-specular louvered, 2 ft X 4 ft parabolic with three 32-watt T8 four-foot fluorescent lamps.

2. 2 ft X 4 ft recessed direct/indirect lighting with three 32-watt T8 four-foot fluorescent lamps. (Use this application in small individual offices only.) Design Basis -- Lithonia AV.

3. Large office areas (500 square feet and larger) with system furniture and high ceilings (10 feet and above), consider pendant mount 8 feet long direct/indirect lighting. Support fixtures from 3/32-inch diameter cable. 8 feet length fixtures shall contain four F32T8 lamps. Fixtures shall be installed in continuous rows. All four lamps may be on the same ballast to conserve energy. Color of fixture to be determined during design with the user. Fixture shall contain a parabolic louver that meets RP24 direct glare requirements as defined in IES publication, RP24 VDT Lighting. Parabolic louver shall be constructed of semi-specular aluminum. Fixture shall be UL Listed. Design Basis: Ecolite 310.

4. Large open office areas (500 square feet and larger) with system furniture and ceiling heights less than 10 feet, use 2 X 4 fixtures with refractive acrylic lens. Design Basis: Holophane 8224

(6) For Computer Rooms, Classrooms, Training rooms, Conference Rooms:

(a) The following types are permitted for general room lighting:

1. Nominal 5 1/2 inch deep, para-contoured housing, die formed code gauge, prime cold rolled steel. Fixture shall be 18-cell semi-specular louvered, 2 ft X 4 ft parabolic with three 32-watt T8 four-foot fluorescent lamps.

2. 2 ft X 4 ft recessed fixtures with three F32T8 lamps and injection molded absolute cut-off lens with specular silver 1/2 inch X 1/2 inch X 1/2 inch square in-line cube cell, 45 degree shielding.

(b) For conference rooms: Provide supplemental dimmable incandescent fixtures in addition to the general room lighting listed above. Incandescent dimmable fixtures shall be located as follows:

1. Around the perimeter of the room at approximately four feet on center.

2. In the center of the room approximately four feet on center to provide uniform luminance over a location for a conference table. For large conference tables, provide incandescent fixtures (one foot inside the table and all the way around the table four feet on center).

3. Incandescents at the perimeter of the room shall be switched separately from the incandescents over the conference table.

(c) Switching of General Room Lighting in Classrooms, Training Rooms, Conference Rooms, and Computer Rooms: Provide switches for multiple lighting levels of the fluorescent fixtures. In these areas, switching shall contain all of the features listed below:

1. Room shall be switched in three distinct areas: front one third, middle one third, and back one third. This applies in all cases except the computer room.

2. All fixtures shall be switched with inboard/outboard lamps separately. In other words, in three tube fixtures, the outer two lamps shall be switched separately from the inner lamp.

(7) Restroom Areas

(a) Acoustical ceilings: 2 ft X 2 ft with refractive acrylic lens troffer. Fixture shall contain minimum three F17T8, rapid start fluorescent tubes.

(b) Gypsum Ceilings: Same type fixture except use ceiling brackets provided by the manufacturer for gypsum ceilings.

(c) Over Mirrors: Provide supplemental lighting directly over all mirrors with both up and down lighting.

(8) Industrial Highbay Fixtures:

(a) Highbay fixtures shall be used in applications where the bottom of the fixture is 25 feet and higher above the floor.

(b) Type lighting shall be enclosed industrial highbay heavy-duty fixture. Housing shall be die-cast aluminum. Optics shall be spun aluminum reflector. Fixture support shall be malleable iron hangar rated for 120 LBS and permit 20-degree swing. At the fixture ballast, provide quick disconnect and receptacle/plug assembly. Pendant drops shall be rigid conduit. All fixtures shall be installed at a constant elevation above the finished floor. Breakers shall not be used to switch HID lighting.

(c) All lighting shall be metal halide.

(9) Industrial Lowbay Fixtures:

(a) Lowbay fixtures shall be used in applications where the bottom of the fixture is less than 25 feet above the floor.

(b) Housing shall be die-cast aluminum. Optics shall be spun aluminum reflector. Fixture support shall be malleable iron hangar rated for 120 LBS and permit 20-degree swing. At the fixture ballast, provide quick disconnect and receptacle/plug assembly. Pendant drops shall be rigid conduit. All fixtures shall be installed at a constant elevation above the finished floor. Breakers shall not be used to switch HID lighting.

(c) All lighting shall be metal halide.

(10) Aisle Lighting in Warehouses:

(a) Use fixture with elongated narrow asymmetric or wide asymmetric lighting pattern. Use low bay or high bay depending upon height. Install light fixtures between all isles or racks and on each side.

(b) Conduit shall be installed perpendicular to the isles or racks. Fixture support shall be malleable iron hanger rated for 120 LBS and permit 20-degree swing. At the fixture ballast, provide quick disconnect and receptacle/plug assembly. Pendant drops shall be rigid conduit. Breakers shall not be used to switch HID lighting.

(c) Design for a maintained level of 75 foot-candles.

(d) All lighting shall be metal halide.

(11) Mechanical and Electrical Rooms:

(a) Provide open industrial fluorescent lighting F32T8 lamps. Provide clear guards or a screen over all lamps. Fixture shall be of a type that requires a forced movement along the longitudinal axis of the lamp for insertion and removal of the lamp.

(12) Loading Docks:

(a) Provide wrap-around fixtures (four feet) with two F32T8 fluorescent lamps.

(b) Design using 50 foot-candles at the floor level.

(13) Janitor Rooms: Provide fixture with a wrap-around lens. Switch fixture inside room.

(14) Canopies and Loading Docks:

(a) Canopies not used as a Loading Dock

1. Consider wrap around fixtures (four feet) with two F32T8 fluorescent lamps.

2. Design using 20 foot-candles at floor level.

(b) Loading docks

1. Consider wrap around fixtures (four feet) with two F32T8 fluorescent lamps.

2. Design using 50 foot-candles at floor level.

(15) Switching - General

- (a) Circuit Breakers shall not be used to switch any lighting circuits.
- (b) Switches at doorways shall control all lighting spaces within the room or area.
- (c) Classrooms, training rooms, conference rooms, and computer rooms: See

above.

(d) When required by project scope, provide a low voltage relay controller next to panelboards to control lighting. Panelboards with lighting relays are unacceptable.

(e) Occupancy Sensors - Provide these in private or small offices and restrooms (types specially suited for restrooms), as a minimum. Provide in other suitable areas for energy conservation. Locate the switches to avoid nuisance activation by personnel walking by the doorway and to avoid being covered by an open door or furniture.

(16) Interior Sports Lighting:

- (a) All interior sports lighting shall be based on Class of Play Type II per IES.
- (b) Lamps shall be metal halide.

(17) Spare Parts: The Contractor shall turn in the following after final inspection:

- (a) One of each type of fixture for spare stock.
- (b) 10% of each type of lamp for spare stock.

4.03 EMERGENCY AND EXIT LIGHTING

a. General:

(1) Facilities over 25,000 square feet shall contain an interruptible power system (IPS) or a simplified UPS such as manufactured by Dual-Lite. Emergency egress lighting and exit signs within the facility shall be connected to the IPS central battery system. (NOTE: In many cases, we have found a small permanent generator is a better choice than an IPS. Use this option as first choice over the IPS unless a Life Cycle Cost Analysis indicates the IPS is better in a specific application. When a generator is used, treat all statements below for the IPS as applying instead to the generator system.)

(a) In areas with metal halide lamps, selected overhead metal halide fixtures shall be connected to the IPS system to provide the emergency lighting. Entire overhead metal halide fixture shall be connected to the IPS system. Quartz lamp shall be used in the fixture to provide initial foot-candles until the metal halide lamp strikes and starts to illuminate.

(b) In areas with fluorescent lighting, connect selected fixtures to the IPS system for emergency lighting. Entire fluorescent fixture shall be connected to the IPS system. Exit signs within the facility shall be connected to the IPS system.

(c) Emergency lighting fixtures shall not be switched except by branch circuit breakers in the IPS system.

(2) Wall packs with integral battery units are not acceptable within the facility. For facilities less than 25,000 SF, emergency lighting shall be provided with integral battery packs in the fixtures.

(3) Clearly mark the emergency fixtures, so Shop personnel can find them easily.

(4) Install an emergency light in each electrical and mechanical room.

(5) Place a laminated drawing of the system near the IPS unit, or near the main electrical panel for a system of individual fixtures, but always on the building interior.

(6) Interruptible Power System (IPS)

(a) IPS shall contain a solid-state true no-break inverter module with zero transfer time from standby to operational mode.

(b) Central inverter shall contain a fax/modem capability for emergency lighting.

(c) Unit shall be UL Listed 924 for emergency lighting and power equipment and UL listed 1778 for uninterruptible power system.

(d) Provide field startup services from the manufacturers' service representative.

(e) IPS system shall be Y2K compliant.

(f) IPS system shall utilize sealed lead-calcium (not nickel-cadmium) batteries with 10 year expected life.

(7) Use only one IPS in the main electrical room for the whole building.

(8) Facilities with more than one floor shall have separate panelboards on each floor.

b. Exit Signs

(1) For facilities greater than 25,000 SF, exit signs shall be connected to a central IPS unit.

(2) For facilities less than 25,000 SF, exit signs shall contain an integral battery for 90 minutes of illumination.

(3) All exit signs shall be LED type. Exit signs in lobby or vestibule shall be clear with red lettering.

(4) Self-illuminating or reflective types are not allowed.

SECTION 5 - SPECIAL INTERIOR SYSTEMS

5.01 FIRE DETECTION AND ALARM SYSTEMS

a. General

(1) Fire Alarm system shall be addressable Style 6 signal line circuits and Style Z indicating appliance circuits. Exceptions are approved for those cases where an economic analysis shows a non-addressable system is less expensive to install.

(2) The FACP shall distinguish between as supervisory trouble and system trouble.

(3) The FACP shall be installed in an air-conditioned space.

(4) Use only two-conduit looped system. Fire alarm riser shall be drawn as a two-loop conduit system.

(5) Use manufacturer's representative to terminate wiring in the FACP and program the FACP. Manufacturer's representative shall be present at testing of the fire alarm system.

(6) Shop drawings shall be done on CADD.

(7) Use alarm by-pass switches in the Fire Alarm Control Panel (FACP) for HVAC shutdown.

(8) Provide red tape or fire alarm conduits every 10 feet.

(9) Contractor shall provide:

(a) Submittals in accordance with Specification Section 16721.

(b) As-builts and schematics.

(c) O&M manuals.

(d) Spare parts and parts list.

(e) Testing before acceptance.

(f) CE Shop training.

(10) In out buildings or other locations where detectors are connected by underground conduits to the main building, provide MOV-type surge arresters on both ends.

(11) Spare Parts, Minimum: Detectors - 10%, and no less than two of each type.

(12) Place spare parts in a Contractor-furnished metal cabinet near the FACP.

(13) Place a laminated drawing of the system near the FACP.

(14) Keep detectors away from HVAC vents.

(15) FACP shall disable all air conditioning computer room units in the event of any alarm within the facility.

(16) FACP shall disable all air handling systems and exhaust fans over 5000 CFM in the event of an alarm within the facility.

(17) All equipment shall be Y2K compliant.

(18) Facilities with AFFF suppression systems shall use a separate and dedicated FACP for notification and detection.

b. Detection: Provide the following in addition to requirements in the NFPA Codes. In the case of a conflict between this standard and the NFPA codes, the requirements in this standard shall govern. Items listed shall be considered as minimum contractual requirements.

(1) Smoke Detectors

(a) Project scope may add to the smoke detector locations listed in this standard. For Design/Build projects, additional detector locations may be defined in the project scope of work or the RFP.

(b) In facilities with raised flooring systems, provide smoke detectors below the raised floors.

(c) Install duct mounted smoke detectors in HVAC ducts, fed from the 24 volt DC fire alarm panel, not from the HVAC controls.

1. Supply: Provide duct detectors in all supply ducts greater than 2000 CFM.

2. Return: Provide duct detectors in any return duct in return systems over 15,000 CFM.

(d) In administrative areas, computer facilities, or testing labs with preaction sprinkler systems, provide ceiling mounted smoke detectors to electrically activate the preaction system through the FACP. If the facility contains a raised flooring system, provide additional smoke detectors below the raised floor.

(e) All smoke detectors shall be photoelectric type only unless stated otherwise. Ionization may be used if requested by a designer for an application and approved by the Civil-Electrical Design Chief.

(f) Spacing of smoke detectors shall provide the spacing and location in accordance with manufacturer's recommendations and the requirements of NFPA 72E. However, spacing shall not exceed 30 ft by 30 ft per detector and 30 linear feet per detector along corridors. Do not locate detectors within 3 feet of air supply diffusers and registers, or within 12 inches of lighting fixtures.

(g) In dormitory rooms, provide local alarm smoke detectors and centrally alarmed heat detectors.

(2) Heat detectors:

(a) All areas that are not protected by an automatic wet pipe sprinkler system shall contain heat detectors. Heat detectors shall be spaced in accordance with NFPA 72.

(b) Provide one in each mechanical and electrical room.

(c) In industrial areas with a preaction sprinkler system, provide ceiling mounted heat detectors to electrically activate the preaction system through the FACP.

(3) Manual Pull Stations

(a) Provide at all exits from the facility and along long walls at every 200' per NFPA 101.

(b) Provide at each exit from an electrical room and a mechanical room when these rooms exit the facility.

(c) In areas with preaction sprinkler systems, install a manual pull station at each exit from the preaction sprinkler zone of protection.

(4) Sprinkler Risers:

(a) Wet Pipe Sprinkler System:

1. Provide pressure type switch with retard chamber. Pressure switch shall have 0-90 second field-adjustable delay.

2. Install tamper switch on all OS&Y valves, including OS&Y valves at all backflow preventers.

(b) Preaction systems:

1. Provide pressure type switch with retard chamber. Pressure switch shall be instantaneous delay.

2. Provide low air switch that will activate the FACP whenever the pressure drops 10 pounds below normal. Supervision shall be provided by an independent and dedicated air supply system for fire protection piping only. No shop air or facility air shall be used for air supervision.

3. Install tamper switch on all OS&Y valves, including OS&Y valves at all backflow preventers.

4. Preaction Systems Riser shall have an electrically actuated solenoid that is tripped by the FACP only. The FACP shall be programmed to trip the solenoid under the following conditions:

aa. Any manual pull station within the exit path of the preaction sprinkler zone of protection.

bb. Any combination of two detectors that occur at the same time, such as two detectors ceiling mounted, two detectors under a raised floor, or one ceiling mounted detector and one detector below the raised floor.

(c) Dry Pipe System Risers:

1. Provide pressure type switch that shall alarm the FACP when the dry pipe system is activated. Pressure switch shall be set to alarm at a pressure below the supervisory air switch.

2. Provide low air switch that will activate the FACP whenever the pressure drops 10 pounds below normal. Supervision shall be provided by an independent and dedicated air supply system for fire protection piping only. No shop air or facility air shall be used for air supervision.

3. Install tamper switch on all OS&Y valves, including OS&Y valves at all backflow preventers.

(5) Install tamper switch on each PIV valve.

(6) Provide system alarm signals for waterflow and supervisory trouble for valve tamper switches.

(7) Elevators: The following shall be provided:

(a) Heat detector in the top of the elevator hoistway where the top of the hoistway is protected by automatic sprinklers.

(b) Heat detector in the elevator equipment room.

(c) Heat detectors shall be combination rate of rise and fixed temperature type. Heat detectors shall be located within 2 ft (610 mm) of sprinkler heads in the top of the elevator hoistway (where provided) and in the elevator equipment room, and shall be designed to activate before the sprinkler head discharges water.

(d) Smoke detector in the top of the elevator hoistway where the top of the hoistway is protected by automatic sprinklers.

(e) Smoke detector in the elevator equipment room.

(f) Smoke detector at each elevator lobby.

(g) Where sprinklers are provided in the top or bottom of elevator hoistway, supervisory tamper switches shall be installed on the sprinkler lines that enter the top or bottom of the hoistway. This device will be located at an accessible location where the sprinkler branch line enters the hoistway or pit. The tamper switches shall be located outside the hoistway.

(h) Supervisory tamper switch for the sprinkler line that enters the elevator equipment room. This device shall be located in the sprinkler branch line to the elevator equipment room. The tamper switch shall be located outside the elevator equipment room.

(i) Shunt trip on the breaker that feeds power to the elevator in the upstream panel board. Breaker shall shunt trip without delay whenever a heat detector is activated in the top of the hoistway (where provided) or in the elevator equipment room.

(j) Where the elevator control system is provided with a battery-lowering device, provide a signal from the FACP to the elevator controller at the same time the FACP shunt trips the elevator circuit breaker. The signal to the elevator controller shall disable the battery-lowering device without delay when the shunt trip is activated.

(k) The FACP shall send a signal to the elevator controller to represent which smoke detector is in alarm. The elevator controller shall use these signals to send the elevator to the appropriate floor. The designated level is the main floor or other level that best serves the needs of emergency personnel for fire fighting or rescue purposes. The alternate level is the floor with the second

best access for emergency personnel.

(l) The activation of a smoke detector at the elevator lobby on the designated level shall cause the elevator to go to the alternate level. The activation of a smoke detector at the top of the hoistway (where provided), or at any elevator lobby other than the designated level shall cause the elevator to return to the designated level.

(m) The activation of a smoke detector in the elevator equipment room shall cause the elevator to return to the designated level, unless the equipment room is located on the designated level. In that case the elevator shall go to the alternate level.

(n) Where the elevator control system is provided with a battery lowering device, provide 1 NC/NO (normally closed /normally open) set of auxiliary contacts on the manual disconnect for the power in the elevator equipment room. Whenever the manual disconnect is turned off, the battery lowering device shall be disabled.

(o) If either the shunt trip breaker feeding the elevator is activated or the manual disconnect turned off, then the battery-lowering device shall be disabled.

(p) Show all devices on the fire alarm one line diagram.

c. Notification:

(1) Provide audible/visual devices in the following areas:

- (a) All corridors.
- (b) Open administrative rooms larger than 500 square feet.
- (c) All warehouses and interior large storage areas.
- (d) Other areas as required by code or the project requirements.

(2) Provide visual only type devices in the following spaces:

- (a) All restroom facilities.
- (b) Classrooms and training rooms.
- (c) Other areas as required by code or the project requirements.

(3) Provide a remote annunciator with LCD display in the main lobby or entrance of all facilities.

(4) Do not provide a water motor gong or alarm.

d. Fire Alarm Control Panel (FACP):

(1) The FACP shall distinguish between supervisory trouble and system trouble.

(2) Batteries: Provide sealed gel-type for best life and reduced maintenance.

e. Fire Alarm Reporting System, Radio Type Transmitter

(1) The Contractor shall provide the transmitter, antenna, side-mount bracket, and surge arrester. The transmitters shall be radio type transceivers compatible with Base Monaco system. Frequency is FM at 138.975 MHZ, +- 5 KHZ. Transmitter shall have 16 zones for new facilities.

(2) Install radio transmitter next to FACP.

(3) Connect alarm, system trouble, and supervisory trouble to the transmitter for each FACP.

5.02 VOICE/DATA COMMUNICATIONS, EXCEPT DORMITORIES

a. General:

(1) Base cable plant is owned by the Base and consists of overhead and underground copper cable and fiber optics. The Base will provide all incoming cables.

(2) Completely prewire the internal communications systems including all cabling, raceway, outlets, terminations, telephone connectors, etc.

(3) Facilities less than 20,000 SF, provide 2-4" ducts. Facilities greater than 20,000 SF, provide 4- 4" ducts. Extend from Communications Room to nearest communications manhole unless specified otherwise.

(4) Outlet conduit size shall be ¾" minimum.

(5) Communication wiring shall be installed in the following raceways:

(a) Voice and data wiring shall be installed in a complete and continuous raceway system.

(b) Cable trays shall be used as a raceway for communications wiring in all areas that contain administrative (office space) or acoustical tile ceilings. Cable trays shall not be installed above fixed ceilings.

(c) Designer shall show layout of cable tray on the drawings. Show in all main corridors, around interiors of large rooms, and connections to all communication backboard locations.

Size of tray shall be 6-inch depth and 12 -inch wide as minimum. Each outlet shall connect to the cable tray through a separate ¾ inch EMT conduit.

(d) If the area does not contain administrative (office space) or acoustical tile ceilings, then each outlet shall be extended in ¾ inch conduit to the nearest cable tray above the ceiling or extended in ¾ inch conduit the entire length from the outlet to nearest communication room.

(6) Facilities with more than one floor shall have separate dedicated communication rooms on each floor. The main communication room shall be located on the first floor with sub-communication rooms on other floors.

(7) Maximum length of conductor shall not exceed 300 feet (CAT 5). When considering length, add all vertical and horizontal runs as installed. Horizontal runs shall be considered as parallel and perpendicular to the building. Communication rooms shall be provided on each floor in multi-story facilities.

(8) Provide telecommunications closets (TC) as needed throughout the facility to ensure that the length of wiring from the TC to the most remote workstation does not exceed 300 feet. In addition, telecommunication closets shall be provided for every 10,000 SF of administrative space. The distance of 300 cable feet is from the hub rack in a communication room to the point-of-use jack.

(10) All telecommunications closets and main communications rooms shall be dedicated rooms with no other equipment or trades. These rooms shall contain conditioned air and a lockable door.

(11) Provide at each backboard a copper ground bus:

(a) Sizes shall be as follows:

1. Main communications room: 2 feet length, 4 inch high, 1/4 inch thick.
2. Telecommunications closets: 1 feet length, 4 inch high, 1/4 inch thick.

(b) Install ground bus in each communication room with two standoff brackets and two insulators. In areas with gypsum board, install wood backing behind gypsum board.

(c) Grounding Conductors between Copper Ground Busses:

1. At the main communications room, connect one insulated #500 MCM copper conductor to the copper ground bus from the service entrance ground bus.
2. At each telecommunications closet, connect one insulated #4/0 AWG copper conductor to each ground bus from the ground bus in the main communication room. There shall be a separate #4/0 copper conductor from the main communications room to each telecommunications closet. No sharing or looping between closets to the main communications room is allowed.

3. All connections to the copper ground busses shall be compression type lugs.

(12) Main Communication Room:

(a) Main communication room shall be located on an exterior wall of the facility.

(b) Main communication room shall be provided with double doors without a center support to ensure that large equipment can be easily installed and removed.

(c) Size: Minimum allowable size shall be 108 sq ft (9 ft X 12 ft).

b. Outlets:

(1) All outlet locations shall have three jacks (one voice jack and two data jacks) installed in the same junction box.

(2) Voice jacks shall be CAT 5, 8-pin RJ-45 modular connector, and ivory color.

(3) Data jacks shall be CAT 5, 8-pin RJ-45 modular connector, and orange color.

(4) Wiring shall be EIA/TIA T568B wiring pattern for voice and data.

(5) Each jack shall have separate 4-pair conductors back to the nearest Telecommunications Closet or Main Communications Room and shall meet the following standards:

(a) UL listed

(b) EIA/TIA 568

(c) EIA/TIA/TSB-40

(d) EIA/TIA/TSB-36

c. Wiring:

(1) Voice: CAT 5, 4-pair (UTP) unshielded twisted pair, 24 AWG copper, plenum rated (when using open cable trays). Use white color insulation.

(2) Data: CAT 5, 4-pair (UTP) unshielded twisted pair, 24 AWG copper, plenum rated (when using open cable trays)). Use blue color insulation.

(3) Fiber: Multimode 62.5/125 um fiber optic cable in 27 mm inner duct plus one 27 mm inner duct with pull cord.

(4) Each jack shall have separate 4-pair conductors rated CAT 5 back to the nearest Telecommunications Closet or Main Communications Room.

(5) Voice Riser:

(a) Provide from each telecommunications room to the Main Communications Room. Cables shall be routed directly and unspliced from each telecommunication closet to the main communications room.

(b) Each shall contain a minimum of three 100 pair cables to each telecommunications room from the Main Communication Room. Cable shall be rated CAT 3 and consist of 24 AWG copper conductors. Cable shall be UL Listed Type CMR.

(c) Install in a complete raceway system from each telecommunication room to the Main Communication Room. Riser cable shall not be installed in the overhead cable tray system used for voice/data wiring.

(d) Cross-connect cables shall be provided if required by the project.

(e) Provide one 4-inch conduit as spare duct from each telecommunication room to the Main Communication Room.

(6) Data riser:

(a) Provide fiber cable to each telecommunication room from the main communication room. Cables shall be routed directly and unspliced from each telecommunication closet to the Main Communications Room.

(b) Cable shall contain a minimum 6 individual 62.5/125 micron multi-mode fibers. Cable shall be rated OFNR per NFPA 70.

(c) Install fiber in orange flexible interduct.

(d) Provide two spare orange flexible interducts from each telecommunications room to the Main Communication Room.

d. Backboard Terminations

(1) Voice Station Jacks:

(a) Terminations shall be 6600-type punch down blocks rated for CAT 5 mounted on stand off block.

(b) Two separate sets of 6600 blocks shall be provided in the Main Communication Room and each telecommunication closet: one set for the voice station jacks and

another set for the voice riser tie cable. Separation between the two sets of blocks shall be a minimum of 12 inches.

(c) Provide number required plus 25 percent spare.

(2) Data Station Jacks:

(a) Terminations shall be modular jack panel. Jacks shall be T568B wiring pattern. The modular jack panel shall have on the front an 8 pin RJ-45 connector. The rear of the modular panel shall contain type 110 connecting blocks mounted on a printed wiring board. The 110 connecting blocks shall be made continuous to the 8 pin modular jack on the front of the panel through printed wiring board interconnections. The panel shall be 19 inches wide.

(b) Provide number required plus 25 percent spare.

(3) Voice Riser Cable:

(a) Terminate the riser cable on 6600 punch-down blocks at both ends.

(b) Use separate blocks for the riser cable terminations from the station cable terminations. Separation between the two sets of blocks shall be a minimum of 12 inches.

(4) Fiber Data riser: Terminate all fibers at each end with Type ST connectors on a multimode fiber optic patch panel. Enclosure shall provide splicing capabilities for the fiber cables.

e. Device Plates:

(1) All device plates shall be Type 302, 0.035 inch thick, brushed finish, UL Listed stainless steel.

f. Backboards:

(1) ¾" plywood installed on wall in Main Communications Room.

(2) Provide two 120-volt duplex outlets at the main telephone backboard in the Main Communications Room.

g. Hub rack:

(1) Provide hub rack in each Main Communications Room.

(2) If modular RJ-45 patch panels are wall mounted, then install hub rack on the hinged side of the modular blocks.

(3) Unless stated elsewhere, hub and network equipment will be provided and installed in the hub rack by the Government.

(4) Install cable tray from the wall mounted data patch panel to the hub rack.

h. Conflicts: In design/build projects, the RFP scope of work may specify communication outlets in addition to the locations indicated in this standard. Both shall be used for the location of outlets within a facility and shall be considered as minimum contractual requirements. However, in the case of a conflict, the RFP scope of work shall take precedence.

i. Locations: As a minimum, communication outlets shall be located as follows:

(1) Individual Office Rooms: Two outlets total, one outlet on opposite walls. Each outlet location shall contain one voice jack and two data jacks installed in the same junction box.

(2) Conference Rooms: Provide an outlet on each wall but 16 feet maximum separation. In one corner (opposite of the wall where a projection screen would be used), install one outlet in the corner of the room. Each outlet location shall contain one voice jack and two data jacks installed in the same junction box.

(3) Computer Rooms: Provide an outlet on each wall but 16 feet maximum separation. Each outlet location shall contain one voice jack and two data jacks installed in the same junction box.

(4) Communication for Prewired System Furniture:

(a) Each cubicle shall contain one outlet. Each outlet at each systems furniture cubicle shall contain three jacks, consisting of one voice jack and two data jacks.

(b) Prewired system furniture is defined as furniture that contains pre-wired powered panels with plug-in receptacles and communication outlets mounted in the furniture base. Also, prewired system furniture would have the communication wiring extended into the furniture channel through a power pole or flexible whip.

1. If pre-wired systems furniture is included in the scope, then provide one outlet with wiring extended into the base of the channel and terminated on the outlets into each cubicle. This shall include all punch-down blocks and terminations at the communications room, wiring with associated raceway, and terminations on the outlets in the furniture.

2. If the project does not provide the prewired systems furniture, then all communication prewiring for the furniture shall still be provided. Communication Prewiring for system furniture shall consist of all punch-down blocks and terminations at the communications room, wiring with associated raceway, and terminations on the outlets in the furniture. Contractor shall leave approximately 40 ft slack above the furniture location in a junction box. After others install the furniture, then the Contractor shall extend the wiring into the base of the channel. Outlets shall then be provided and terminated on the cables in the systems furniture. This shall occur if any of the cases below apply:

aa. The design/build RFP provides a quantity of systems furniture cubicles in administrative areas for bid purposes of the communication rewiring. This is either displayed on the RFP drawings or defined in the project scope RFP.

bb. The project is designed by a consulting firm and then bid under an independent separate contract for construction only. In this case, the consulting firm shall provide a preliminary layout of the furniture in the bid drawings. The successful bidder on the construction contract shall then pre-wire the system furniture.

(5) Administrative areas larger than 500 square feet with or without prewired systems furniture (now or later):

(a) In these spaces, install one outlet at 16 feet intervals around all walls and one outlet on each furred out interior column.

(b) Each outlet location shall contain one voice jack and two data jacks installed in the same junction box.

(c) This is in addition to the outlets specified for prewired system furniture cubicles.

(6) Non-Prewired Systems Furniture - If furniture is installed in areas of the facility, which is not prewired system furniture, but uses the outlets in the walls, then provide flush in the walls the following:

(a) An outlet shall be installed in the center of each cubicle flush in the wall, but maximum separation shall not exceed 8 feet intervals.

(b) Each outlet shall consist of one voice jack and two data jacks.

(c) This does not apply to "Prewired system furniture", in which the outlets are installed in the furniture channel or base.

(7) Main DDC Control Panel - Provide one outlet with one voice and two data jacks at the main DDC control panel in the facility.

(8) Lobby - Provide one voice jack, 48" AFF for a pay phone in the entrance to the facility.

(9) Warehouses/ Storage Areas - Provide one outlet every 40 feet around all perimeter walls. Each outlet location shall contain one voice jack and two data jacks installed in the same junction box.

(10) Shop Areas - Provide 1 voice outlet at every 16 feet on around all perimeter walls.

(11) Mechanical Room - Provide a single voice jack next to the door. This is a separate voice jack from the jack at the main DDC control panel.

(12) Electrical Room - Provide a single voice jack next to the door.

(13) Explosion proof areas: Provide conduit with wiring installed to the phone location. Leave 3 ft of wiring in explosion proof junction box with plugged opening for future connection.

(14) Hangars - No outlets in the hangar bay unless requested by user or specified elsewhere.

(15) Residential Construction - Provide voice outlets as follows:

(a) One voice jack in the kitchen.

(b) One voice jack in the family room.

(c) Two voice jacks in the each bedroom, each jack on opposite walls.

(16) Note: --- The above is based on the minimum requirements. A/E shall be responsible to coordinate with the user on the exact location for the outlets during the design stage. This shall be based on final equipment locations, users' needs, and workstation or desk locations. This statement applies to design projects and design/build contracts.

5.03 VOICE/DATA COMMUNICATIONS IN DORMITORIES

a. Lines within the facility shall be a part of the project.

b. Lines to the facility will be accomplished by the Air Force. Two local Cable Television Companies, under separate contract, will provide exterior service.

c. Outlets:

(1) Provide two outlets in each living/sleeping room.

(a) Outlet #1: One voice jack/one data jack in the same junction box (CAT 5 for both).

(b) Outlet #1 shall be installed on an opposite wall, not adjacent from Outlet #2.

(c) Outlet #2: Single CATV jack and single voice jack (CAT 5).

(d) Voice jack in Outlet #2 location and the voice jack in Outlet #1 location shall be jumpered together at the backboard and served from the same line.

(e) Data jack in Outlet #1 shall be a separate 4-pair conductor (CAT 3) extended back to the nearest Communication Room.

(2) Voice shall be CAT 5, 8-pin RJ-45 modular connector, and ivory color.

(3) Data shall be CAT 5, 8-pin RJ-45 modular connector, and orange color.

(4) Termination wiring and other materials shall be as specified in Specifications.

(5) Shall meet the following standards:

(a) UL listed

(b) EIA/TIA 568

(c) EIA/TIA/TSB-40

(d) EIA/TIA/TSB-36

d. Wiring:

(1) Voice: CAT 5, 4-pair (UTP) unshielded twisted pair, 24 AWG copper, (plenum rated in open cable tray).

(2) Data: CAT 5, 4-pair (UTP) unshielded twisted pair, 24 AWG copper, (plenum rated in open cable tray).

(3) Provide riser tie cable for the voice and data wiring from each Telecommunications Closet to the Main Communications Room.

(4) All wiring from living/sleeping rooms shall terminate in a dedicated communications room on that floor.

(5) All wiring shall be installed in conduit.

e. Backboards: (1) ¾" plywood installed on wall in Communications Room.

f. CATV Requirements for Dorms:

(1) Extend RG-6 from each living/sleeping room to the nearest Telecommunications Closet/Communications Room. No wiring between rooms shall be shared.

(2) Each CATV outlet shall be installed in conduit from the outlet to the nearest Telecommunications Closet/Communications Room.

(3) CATV wiring shall be installed in separate raceway from the voice/data wiring.

(4) CATV wiring shall be terminated on separate backboards from the voice/data wiring in the Telecommunications Closet/Communications Room.

(5) For each living/sleeping room, provide and install two separate splitters (one for each future CATV company) at the backboard in the nearest communication room. Splitters for each living/sleeping room shall be installed at a communication room on the same floor as the living/sleeping room. On the backboard, install one company's splitters on top of the other company's splitters. All splitters shall be provided and installed under the project by the Contractor.

(6) Each companies splitters shall be connected together with a RG-6, 60 percent shielded minimum rated coax cable. All splitters in each communication room shall be installed in a single hinged enclosure, NEMA 1 gasketed enclosure. No splitters shall be installed outside the nearest communication room.

(7) All splitters and wiring shall be provided and installed under the project by the Contractor.

(8) Each floor communication room shall have two separate RG-11 cables running from that backboard to the first floor communication room backboard. Leave cables coiled up (24 inches) at the first floor communication room backboard. Connect each RG-11 cable at each floor communication room to the splitters for each future CATV company.

(9) Install two separate 1-inch conduits from each communication room on each floor to the main communication room on the first floor. Install RG-11 cables in one conduit with the other as spare.

5.04 CATV, EXCEPT DORMITORIES

a. Lines within the facility shall be a part of the project. See separate Air Force guidelines for dormitories.

b. Lines to the facility will be accomplished by the Air Force. Two local Cable Television Companies under separate contract will provide exterior service.

c. Ducts: Provide 2-4" ducts. Extend from Communications Room to nearest communications manhole unless specified otherwise.

d. Wiring: Extend RG-6 from each outlet to the Communications Room. No wiring between outlets shall be shared unless approved by the applicable Design Section Chief in 778 CES/CEC.

e. Outlets: Each CATV outlet shall be installed in conduit from the outlet to the Communications Room.

- f. Terminations: CATV wiring shall be terminated on separate backboards from the voice/data wiring in the Communications Room.
- g. Backboard: Provide all cabling, terminations at the outlets and terminations at the backboard. Amplifier shall be provided at the backboard.
- h. Design/Build Projects: Location of CATV outlets shall be described in the RFP scope of work.
- i. Device Plates shall be Type 302, .035 inch thick, brushed finish, and UL Listed stainless steel.

5.05 PAGING AND SOUND SYSTEMS: When the scope requires a paging or sound system, the following shall be designed into the system:

- a. Zone facility by functional areas, with each area on a separate zone. Offices shall be on a separate zone from shops, warehouse space, etc.
- b. Speakers shall be located throughout the halls, lobbies, shops/warehouse space, hangar space, industrial areas, and any other administrative areas as specified elsewhere.
- c. Industrial Areas: Provide projector horns in the industrial areas.
- d. Admin Areas: Each zone in the office administrative areas shall contain volume control at the master and in the room with the speakers.
- e. Shielding: All wiring shall be shielded wire.
- f. Scope: Provide complete system with amplifiers, speakers, wire with raceway, mixer, microphone, and other equipment as needed or specified elsewhere for a complete and operable system.

<<<<< END OF SECTION >>>>>

<<<<< **END OF BASE FACILITY STANDARD** >>>>>

APPENDIX N

**INTERIOR DESIGN PRESENTATION
FORMAT**



**US Army Corps
of Engineers
Savannah District**

Interior Design Presentation Format

February 1999

**U.S. ARMY ENGINEER DISTRICT, SAVANNAH
CORPS OF ENGINEERS
100 WEST OGLETHORPE AVENUE
SAVANNAH, GEORGIA 31401-3640**

**THE SAVANNAH DISTRICT'S MANUAL
FOR INTERIOR DESIGN PRESENTATION**

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THE SAVANNAH DISTRICT'S MANUAL FOR INTERIOR DESIGN PRESENTATION FORMAT

- A. This format is required in accordance with THE SAVANNAH DISTRICT DESIGN MANUAL section 10.8.9. and is developed in accordance with Air Force and Army interior design requirements for SID/CID submittals.
- B. SID/CID PACKAGES RUN CONCURRENT WITH THE ARCHITECTURAL SUBMITTALS.
- C. "Checklists for Reviews" and "Lessons Learned" are to be used to ensure all required information is included in the Contract Documents, the SID/CID presentation binders and to achieve customer satisfaction.
- D. The General Contractor will not be receiving the 8 ½" X 11" SID/CID binders. Verify that all graphic illustrations such as carpet borders, ceramic tile patterns, accent color placement, millwork details and prewired furniture finished and details are on the contract drawings.
- E. DO NOT REFERENCE THE SID/CID BINDERS IN THE CONTRACT DOCUMENTS.
- F. THIS INFORMATION IS NOT OPTIONAL WHEN PRESENTING A SID/CID SUBMITTAL FOR REVIEW and FINAL DESIGN.
- G. The Interior Design Point of Contact for the Savannah District is:

U.S. Army Corps of Engineers
ATTN: EN-DA/Peggy Roberson
100 W. Oglethorpe Avenue
Savannah, GA 31402-0889
COMM (912) 652-5544 FAX (912) 652-5891

GOVERNMENT CONTRACTING TERMS

ARMY	AIR FORCE	DEFINITION
MCA	MILCON	MILITARY CONSTRUCTION funds appropriated by Congress for new construction-fixed price contracts.
OMA	O & M	OPERATION AND MAINTENANCE funds provided to each installation by the Major Command and used for the day to day operations of the installation. These funds may be used for the renovation of existing buildings or for the purchase of furniture. Funds not spent to award a contract disappear at the end of the FY and cannot be recovered.
FY	FY	FISCAL YEAR: (A) October 1 through September 30 per the calendar. (B) If the project title begins with "FY-...." This identifies the year Congress will fund the Construction Contract Award.
PD	PD	PROJECT DEFINITION: A conceptual design of the proposed project (floorplans, elevations, cost estimate).
DD FORM 1391	DD FORM 1391	A programming document initiated by the installation; passed through the Major Command on to Congress for funding. The 1391 outlines basic needs for a proposed facility and an estimated cost to reach those needs.
JOC	SABER	JOB ORDER CONTRACT OR SIMPLIFIED ACQUISITION OF BASE ENGINEERING REQUIREMENTS: The installation's method to contract for repair work. Unit prices are agreed upon with a Contractor then individual job orders are negotiated for specific scopes of repair work.

GOVERNMENT CONTRACTING TERMS

ARMY	AIR FORCE	DEFINITION
CBD	CBD	COMMERCE AND BUSINESS DAILY: The federal government's "want ads". Advanced notice of contracting actions & requests for A-E Services.
IFB	IFB	INVITATION FOR BID: Standard contract procedures with clearly defined requirements, specifications and terms that are not negotiated. Any proposal prepared in response to an IFB must strictly adhere to the terms. Award is based on the lowest bid meeting the requirements and specifications.
RFP	RFP	A REQUEST FOR PROPOSAL is flexible in contrast to an IFB. It usually defines a problem and allows those who respond to the RFP to suggest a solution. A REQUEST FOR QUOTES is an informal request for price for standard item.
RFQ	RFQ	
DESIGN BUILD	DESIGN BUILD	Using the RFP format, performance requirements are outlined; the Construction Contractor and A-E subcontractor are responsible for the design of specifics to meet performance requirements.
APPENDIX A	APPENDIX A	The contractual scope of work for A-E contracts which outlines basic requirements including specific deliverables and the schedule of design submittals.
SF 254 & 255	SF 254 & 255	STANDARD FORMS to provide resume information to the government regarding the qualifications of A-E's responding to a CBD announcement.

GOVERNMENT SID/CID TERMS

ARMY	AIR FORCE	DEFINITION
SID	SID	STRUCTURAL INTERIOR DESIGN: Building related finishes; funded with MCA or MILCON dollars; Building Materials and finishes are purchased and installed by the General Contractor; a submittal with samples of proposed building materials being used on a particular project.
CID	CID	COMPREHENSIVE INTERIOR DESIGN: Furniture related; funded with OMA or O & M dollars: a submittal with furniture illustrations, fabric & finish samples, footprint plans, and furniture ordering information. Purchased by the installation and not by the General Contractor.
PREWIRED WORKSTATIONS	PREWIRED WORKSTATIONS	PREWIRED WORKSTATION is the term used to identify systems furniture purchased with MCA or MILCON funds. The designers will coordinate the footprint plans with the buildings systems and provide the plans and specifications in the contract documents. The General Contractor will purchase and install this furniture.
SYSTEMS FURNITURE	SYSTEMS FURNITURE	SYSTEMS FURNITURE is the term used to identify systems furniture purchased with OMA or O & M dollars. The designer will coordinate the footprint plans with the building systems and provide the plans in the contract documents for "information only." Procurement information will appear in the CID and will be purchased by the installation.

GOVERNMENT CID TERMS

ARMY	AIR FORCE	DEFINITION
FAR	FAR	<p>FEDERAL ACQUISITION REGULATIONS: The laws outlining how the government buys products and services. Title 18 of the U.S.Code allows for direct purchase from UNICOR without competitive bids. (FAR) 8.6 identifies UNICOR as a mandatory procurement source to all federal agencies for products that meet the requirements of the ordering office.</p>
FSS	FSS	<p>FEDERAL SUPPLY SCHEDULES provides indefinite quantity contracts for commercial items at established prices for direct ordering use by government agencies. Address: Furniture Commodity Center (3FN-CO); Crystal Mall 4, RM 403, Washington DC 20406 (703) 305-5056.</p>
UNICOR	UNICOR	<p>UNICOR is the trade name for the Federal Prison Industries Inc (FPI) a wholly owned government corporation est. in 1934. UNICOR provides a variety of products and services to the Federal Government.</p>
GSA FSC/FSG	GSA FSC/FSG	<p>GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY CLASSES FEDERAL SUPPLY GROUPS are government contracts with private manufacturers that are fixed price, fixed MOL and fixed dates of expirations. GSA CENTRALIZED MAILING LIST SERVICE (7CAFL); PO BOX 6477 FT. WORTH, TX 76115 (817) 334-5215</p>

TYPICAL GOVERNMENT TERMS

ARMY	AIR FORCE	DEFINITION
MOL	MOL	MAXIMUM ORDER of LIMITATION: GSA FSC/FSC contracts have a ceiling contract dollar amount that can be purchased from a vendor.
OPEN MARKET	OPEN MARKET	OPEN MARKET is the term indicating products that are not on a GSA contract.
ENVIRONMENTAL PRODUCTS GUIDE	ENVIRONMENTAL PRODUCTS GUIDE	GSA CATALOG SUPPLY ITEMS GSA CENTRALIZED MAILING LIST SERVICE (7CAFL); PO BOX 6477 FT. WORTH, TX 76115 (817) 334-5215
FSN 595B	FSN 595B	FEDERAL STANDARD NUMBER 595B A collection of standard colors used by the various departments or agencies. Colors have been classified in three categories: 1 is full gloss, 2 is semigloss and 3 is flat.
FSN 595B FAN DECK	FSN 595B FAN DECK	Standard colors are available in a booklet for under \$10.00. Order number NSN 7690-01-162-2210 GSA Specification Unit (3F-BP-W) Seventh and D Sts SW Washington DC 20407

INTERIOR DESIGN PRESENTATION FORMAT

GENERAL NOTES

1. DEFINITIONS:

1.1 STRUCTURAL INTERIOR DESIGN (SID): Structural Interior Design is the term referring to the building related finishes. A SID shall involve the selection and sampling of all applied finishes necessary to complete the buildings' interior and exterior architectural features. If required, the SID shall also include all prewired workstation drawings and specifications. All SID information shall be presented in a 3-ring Binder, 8 1/2" x 11" format. The products sampled in the SID are to be purchased by the General Contractor and are MCA or MILCON funded.

1.2 COMPREHENSIVE INTERIOR DESIGN (CID): Comprehensive Interior Design is the term referring to the furniture related finishes. A CID shall involve the selection and sampling of all the furnishings components necessary to complete the interior environment. The CID shall generally include all free standing furnishings, accessories, Furniture Cost Estimate and generic Order Forms. The products illustrated in the CID are purchased by the installation and are OMA or O&M funded.

1.3 When a "CID Package" is required in the DD Form 1391 and/or the Appendix A, the A/E shall provide to the Government both the SID/ CID illustrated information in the required 8 1/2" x 11" format.

2. TECHNICAL NOTES:

2.1 SPECIAL REQUIREMENTS: The Interior Designer shall identify items in the SID or CID that require attachment to the building either by cutting or fitting. The Designer must prepare specifications and drawings for this service to be performed.

2.2 DISCLAIMER: Guide Specification 09915 Exterior/Interior Finish Schedule indicates all product trade names and colors used for the project. The nonproprietary disclaimer indicated within this Guide Specification may also be located on the Finish Schedule of the Contact Drawings.

2.3 FEDERAL STANDARD 595b COLORS (FSN 595b): The use of the Federal Standard Colors is required when indicating exterior colors used on roofs and trim. The use of Federal Standard Colors is not required when indicating interior colors. EXCEPTION: Hurlburt Field, FL requires both exterior and interior paint colors to be indicated with the FSN 595b code.

2.4 CID FURNITURE RESOURCE: Every effort should be made to use UNICOR, GSA Stock or Federal Supply Schedule items. However, when the Interior

Designer determines CID items available on FSS/GSA contract or from UNICOR-do not meet the functional requirements, or there is no current FSS/GSA/ UNICOR resource for a furniture requirement, a waiver to use an Open Market source is required. The Designer shall write a waiver/justification letter (Paragraph 15).

This letter shall be included in the CID Binder; attached to the required Order Form. The Government will process the waiver.

3. SIGNAGE:

Signage is critical to "pathway finding" and is to meet the requirements indicated in the American With Disabilities Act unless directed by the client to do otherwise.

Indicate on separate signage drawings the typical plaque sizes, types locations, and the message for all signage. Submit a sample of the signage color in the SID.

4. SID/CID SUBMITTAL REQUIREMENTS

4.1 The Interior Designer shall be involved in all phases of the design in order to ensure customer satisfaction.

4.2 REVIEWS: During each phase of the project all SID/CID Binders shall be reviewed by the Government with written and annotated comments being issued back to the A/E. These annotated comments are to be incorporated into the next SID/CID Binder update. Written responses from the Interior Designer are to be included in the front inside pocket of the first volume of the SID Binder.

4.3 FORMAT: Submit all SID/CID information and samples on 8 1/2"x 11" color boards with a maximum spread of 25 1/2" for foldouts.

Each binder shall be labeled on the outside spine and front cover with the Phase %, SID or CID, Project title, Location, Date, and A/E firm. Indicate the volume number (example: Vol 1 of 3).

Each sheet shall be labeled with the Date, Project Title, Location, A/E firm.

4.3.1 The color boards shall support and anchor all samples. Anchor large or heavy samples with mechanical fasteners or with velcro. Rubber cement or glue will not be acceptable.

4.3.2 Assemble the 8 1/2" x 11" pages and color boards in a 3-ring binder.

4.3.3 Material and finish samples must indicate true pattern, color and texture. Carpet samples must be large enough to indicate a complete pattern or design.

4.3.4 Photographs or colored photocopies of SID materials or CID fabrics will be disapproved.

Color photocopies of artwork are accepted.

4.4 REVISIONS: The Interior Designer shall revise the binders after each review to satisfy review comments. Printed information on existing pages can be updated with "white-out" for cost effective reasons. If the binders are not returned to the A/E for in-house update, the A/E may provide updated inserts to the Government.

4.5 RENDERINGS: Verify that renderings are a contract requirement. All renderings shall be provided by a professional illustrator.

4.6 BLACK AND WHITE SKETCHES: Verify that B&W Sketches are a contract requirement. If they are required, emphasize space relationships, furnishings, patterns and texture. One major area is to be illustrated and possibly used as a basis for the interior color rendering for the final design.

4.7 SEQUENCE: Organize the SID/CID Binder presentation according to the following sequence:

SEQUENCE OF SID SUBMITTAL

1. TITLE PAGE
2. TABLE OF CONTENTS
3. NARRATIVE OF INTERIOR DESIGN OBJECTIVES
4. EXTERIOR ELEVATION
5. EXTERIOR BUILDING MATERIAL LEGEND
6. EXTERIOR BUILDING MATERIAL COLOR BOARD
7. INTERIOR COLOR PLACEMENT PLAN
(half size drawing or 8 1/2" X 11")
8. INTERIOR COLOR BOARDS (according color placement plan)
9. INTERIOR SIGNAGE COLOR BOARDS
10. PREWIRED WORKSTATION COLOR BOARDS
11. INTERIOR FLOOR PLANS
12. ROOM FINISH SCHEDULES
13. SIGNAGE PLANS

14. PREWIRED WORKSTATION COMPOSITE FLOOR PLANS
15. PREWIRED WORKSTATION PANEL PLANS
16. PREWIRED WORKSTATION ELECTRICAL/VOICE/DATA PLANS
17. PREWIRED WORKSTATION ELEVATION AND INVENTORY DRAWINGS

SEQUENCE OF CID SUBMITTAL

18. TITLE PAGE
19. TABLE OF CONTENTS
20. NARRATIVE OF INTERIOR DESIGN OBJECTIVES
21. PHOTO OF INTERIOR COLOR RENDERING (only if required by contract)
22. BLACK AND WHITE SKETCH PERSPECTIVE (only if required by contract)
23. COMPOSITE FURNITURE PLANS WITH CONVENTIONAL AND SYSTEMS FURNITURE (full size sheet 1/8" scale. Note: provide all systems furniture plans in the contact drawings and indicate "for information only." This is only if the user is buying and installing the systems furniture. Drawing requirements are the same as indicated in items 11-15 of the SID Sequence.
24. MANUFACTURE'S SUMMARY LISTS
25. FURNITURE LOCATION CODE INDEX
26. CONVENTIONAL FURNITURE PLACEMENT PLANS (1/4" scale)
27. CONVENTIONAL FURNITURE ILLUSTRATION SHEETS
28. ARTWORK ILLUSTRATION SHEETS AND PLACEMENT PLAN
29. ITEMIZED FURNITURE COST ESTIMATE
30. INTERIOR FURNISHING ORDER FORMS
31. LETTER OF JUSTIFICATION FOR WAIVER

5.

SID/CID SUBMITTAL MATRIX SUMMARY

INTERIOR DESIGN SUBMITTALS RUN CONCURRENT WITH ARCHITECTURAL SUBMITTALS.
DESIGN PHASE

ITEM	DESCRIPTION	35%	65%	95%	100% RTA
1.	TITLE PAGE	X	X	X	X
2.	TABLE OF CONTENTS (SID)	X	X	X	X
3.	NARRATIVE (SID)	X	X	X	X
4.	EXTERIOR ELEVATION	X	X	X	X
5.	EXTERIOR MATERIAL LEGEND	X	X	X	X
6.	EXTERIOR COLOR BOARDS	X	X	X	X
7.	INTERIOR COLOR PLACEMENT PLAN	X	X	X	X
8.	INTERIOR COLOR BOARDS	X	X	X	X
9.	SIGNAGE COLOR BOARD	X	X	X	X
10.	WORKSTATION COLOR BOARDS	X	X	X	X
11.	INTERIOR FLOOR PLANS	X	X	X	X
12.	ROOM FINISH SCHEDULE	X	X	X	X
13.	SIGNAGE PLANS			X	X
14.	PREWIRED WORKSTATIONS COMPOSITE FLOOR PLANS	X	X	X	X
15.	PREWIRED WORKSTATION PANEL PLANS	X	X	X	X
16.	PREWIRED WORKSTATION ELECTRICAL/VOICE/DATA PLANS	X	X	X	X
17.	WORKSTATION ELEVATIONS AND INVENTORY DRAWINGS			X	X
18.	TITLE PAGE (CID)	X	X	X	X
19.	TABLE OF CONTENTS	X	X	X	X
20.	NARRATIVE	X	X	X	X
21.	PHOTO OF PROPOSED RENDERING TECHNIQUE (APPROVAL NEEDED)	X			
21a.	FINAL INTERIOR RENDERING			X	X

INTERIOR DESIGN SUBMITTALS RUN CONCURRENT WITH ARCHITECTURAL SUBMITTALS.
DESIGN PHASE

ITEM	DESCRIPTION	35%	65%	95%	100% RTA
22.	BLACK AND WHITE SKETCHES (ONE SHALL BE APPROVED FOR THE INTERIOR RENDERING).		X	X	X
23.	COMPOSITE AND SYSTEMS FURNITURE PLANS	X	X	X	X
24.	MANUFACTURER'S SUMMARY LIST			X	X
25.	FURNITURE LOCATION CODE (ONE MAJOR AREA)	X			
25A.	FURNITURE LOCATION CODES (ALL AREAS)		X	X	X
26.	FURNITURE PLACEMENT PLANS (ONE MAJOR AREA)	X			
26A.	FURNITURE PLACEMENT PLANS (ALL AREAS)		X	X	X
27.	FURNITURE ILLUSTRATION SHEETS (ONE MAJOR AREA)	X			
27A	FURNITURE ILLUSTRATION SHEETS (ALL AREAS)		X	X	X
28.	ARTWORK ILLUSTRATION SHEETS (PUBLIC AREAS ONLY, ARTWORK NOT REQUIRED IN PRIVATE OFFICES).			X	X
29.	ITEMIZED COST ESTIMATE		X	X	X
30.	FURNITURE ORDER FORMS (ONE MAJOR AREA)	X			
30A.	FURNITURE ORDER FORMS (ALL AREAS)			X	X
31.	LETTERS OF JUSTIFICATION.		X	X	X

6. TYPICAL CID FURNISHINGS AND COST GUIDELINES

6.1 CID FURNISHINGS

ADP tables/printer stands
Acoustical Partial Height Partitions 6' of less in height - freestanding
Artwork
Beds/wall units/ night stands/ chests/ refrigerators
Bedspreads/bedding
Bookcases
Bulletin board/ projection screens(If NOT attached to structure.)
Carts
Chairs - all kinds, including stools
Desks - freestanding
Drafting tables
Draperies
Files - all kinds
Library furniture - book stacks/card files/ study carrels
Modular desk units
Podium/ lecture stands
Systems furniture workstations (If not in SID)
Planters/art/waste & ash receptacles
Storage - all kinds
Tables - all kinds
Upholstered lounge seating (sofas, etc.)
Wardrobes

6.2 FURNISHINGS COST GUIDELINES

The figures are based on an Air Force FY 88 Costs Guide and an inflation factor of 5% per year should be included for subsequent years. These guidelines are for actual items (furniture, window treatments, accessories, etc.) and they do not include other associated cost such as contractor's overhead, profit and shipping.

Overseas Consideration: If local items are used prices may vary from country to country and may vary depending on the current exchange rates.

<u>FACILITY TYPE</u>	<u>\$/SQUARE FEET</u>
Administration Space (Conventional Furn)	\$ 7.00- \$15.00
Administration Space (Systems Furn)	\$33.00- *
Airmen Club (Not incl kitchen equip)	\$14.00
Alert Facilities	\$12.00
Auditorium	\$35.00
Base Ops DV Lounge	\$18.00

<u>FACILITY TYPE</u>	<u>\$/SQUARE FEET</u>
Billeting Office	\$15.00
Chief Suite (Billeting)	\$17.00
Child Development Center	\$13.00
Classroom	\$20.00
Clinic/Dental Clinic (not incl equip)	\$35.00
Conference Room	\$18.00
Dining Facility (incl kitchen equip)	\$35.00-\$45.00
Dining Facility (not inclu kitchen equip)	\$15.00
DV Suite (Billeting)	\$24.00
Flight Training Center	\$30.00
Family Housing Office	\$14.00
Golf Clubhouse	\$12.00
Intelligence Training Center	\$30.00
Medical Training Center	\$30.00
Package Store	\$28.00
NC Officer Mess (Not incl Kitchen equip)	\$17.00
Officer Open Mess (Not incl Kitchen equip)	\$17.00
Recreation Center	\$11.00
Transient Living Facility	\$15.00
Unenlisted Personnel Housing	\$16.00*
Visiting Airman Quarters	\$13.00
Visiting Officers Quarters	\$16.00*
Yacht Clubhouse	\$12.00
Youth Center	\$12.00

FACILITY TYPE\$/SQUARE FEET*UNIT BUDGET GUIDES

Admin Space (Systems Furn) 1994 price (\$4,000/per workstation
incl instal(ergo chair \$350.00)

1988 Price

Billeting Office/Lobby \$14,000-\$16,000 refinish existing.
\$35.0000-50,000 for new

Distinguished Visitor Suite
\$15,000 per one bedroom suite
\$20,000 per two bedroom suite
\$37,000 per 2/3 bedroom apartment

Transient Living Facility \$15,000 per standard unit
One Bedroom, Living/Dining
525 sq feet (new construction)

Dorms

Unaccompanied Enlisted Personnel Housing \$2,500-\$3,500 Per person

UOPH \$ 7,000 per single unit

VAQ \$ 6,000 per double occupancy.

VOQ \$ 5,000 per single occupancy
\$ 8,000 per single Suite.
\$11,000 per double Suite.

PARAGRAPHS 7-15 EXPLAIN THE FORMAT REQUIRED FOR THE FOLLOWING:

7. PREWIRED AND SYSTEMS FURNITURE WORKSTATIONS
8. MANUFACTURE'S SUMMARY LIST
9. FURNITURE LOCATION CODES
10. FURNITURE ILLUSTRATION SHEETS
11. FURNITURE PLACEMENT PLANS
12. ARTWORK
13. FURNITURE COST SUMMARY
14. ORDER FORMS
15. LETTER OF WAIVER JUSTIFICATION

7. PREWIRED AND SYSTEMS FURNITURE

7.1 General

Prewired and or systems furniture workstations shall be designed with generic components and work surfaces that are typically sold by various manufacturers of systems furniture. Indicate on the contract drawings one manufacture's name and finishes as a bases for design. This will provide a general of range colors for competitive bid purposes.

Indicate in the Guide Specifications 12640 Prewired Workstations, the fabric width, fiber content, and construction method. DO NOT INDICATE A VENDOR IN THE SPECIFICATIONS. INDICATE A VENDOR ONLY ON THE DRAWINGS.

7.2. COMPOSITE FLOOR PLAN

A Composite floor plan shall show the all panels, components and free-standing furniture in relationship to the building and the building systems such as light switches and mechanical devices.

7.3. PANEL PLAN

The panel plan shall indicate a panel symbol legend, all panel placements, critical dimensions of aisles widths and critical dimensions in relation to the building's structure and the building's electrical/mechanical system devices and the panels. Each panel shall be noted as follows:

N (non-power)	Width (in feet)	Height (in inches)
or		
P (power)		

Example: a non-powered panel 2 feet wide and 68 inches high will be noted on the plan N 2 68

7.4 ELECTRICAL, VOICE AND DATA PLAN

The Electrical, voice and data plans shall indicate all panel placements, a symbol legend, and all receptacles used in each workstations. This plan shall also indicate the height and location of the building's light switches and building's mechanical control devices like thermostats. Provide a general note that on the "PREWIRED WORKSTATION plans" are to be coordinated with the Communication and Mechanical Engineering Plans.

7.5 ELEVATION AND INVENTORY PLAN

The Elevation and inventory drawings shall illustrate each typical workstation in elevation form with a related inventory list of all panels and components used to build the typical. The inventory list shall be generic in description.

7.6 FINISHES

It is suggested when selecting finishes for prewired workstations that only two (2) fabric colors be used: one color for all panels and one color for tackboards. A third color can be used as a means of "wayfinding" for large open office projects.

7.7 COST

The average cost of a prewired workstation is \$4000.00. Do not exceed this average cost figure or the project will be rejected. Verify line item 10 in the 1391 for a line item total cost of the prewired workstations appropriated for the project.

7.8 WORKSTATION LOCATION CODE

Each and every workstation will be identified on each plan with a single alpha identification code to indicate the "Typical". For example all like reception stations are "A" and like offices are "B". Every workstation shall have a "room number" that is separate and apart from the fixed room numbering system. This is to provide consistent workstation identification throughout all drawings. An example would be "A-100" "B-101" "B-102" "B-103".

7.9 PREWIRED WORKSTATION PACKAGE ITEMS

1. Panels

- 1.1 Acoustical/nonacoustical
- 1.2 Powered/nonpowered
- 1.3 Connecting hardware

2. Components

- 2.1 Work surfaces
- 2.2 Drawers
- 2.3 Shelves(with doors/ without doors)
- 2.4 Files (lateral, panel hung/ bins)
- 2.5 Task Lights/special purpose
- 2.6 Counter tops
- 2.7 Drafting surface

3. Accessories

- 3.1 Tackboards
- 3.2 Locks
- 3.3 Shelf dividers
- 3.4 Reader Stand
- 3.5 Paper flow devices
- 3.6 Marker boards

- 3.7 Computer turntable
- 3.8 Printer stand
- 3.9 Coat rack
- 3.10 Wire guides

4. Signage

- 4.1 Organization signs
- 4.2 Workstation name signs

8. MANUFACTURER'S SUMMARY LIST

Provide a summary of all the manufactures' used in the CID package. Manufactures name, address, phone, fax and Point of Contact is to be included.

9. FURNISHINGS LOCATION CODE

This CODE is assigned by the interior designer to each conventional furnishing item indicated in the CID. Use of this code is important for quick reference between Order Forms, Furniture Illustrations, and Placement Plans.

The first letter of the code is a GENERAL CATEGORY

EXAMPLE:

- A - Accessories
- B - Book storage
- C - Chairs

The second number of the code is a SPECIFIC CATEGORY

- 1 - Plant (7' height in brass container)
- 2 - Clocks, Peter Pepper, #0000 Color Blue
- 3 - Wastebaskets, FSS, Color Black
- 4 - Chalkboard: Egan Visual, Oak

OVERALL EXAMPLE: C1, C2 and C3

C - CHAIRS

- 1 - Guest chair, Knoll, #1234, Color: #12 Red
- 2 - Ergo Chair, Knoll Bulldog, 1233, Color: #34 Blue
- 3 - Stacking Chair, Fixtures, Bola, 1234, Color #12 Multi

10. FURNITURE ILLUSTRATION SHEET

A Furniture Illustration Sheet is a pictorial example with finish samples of a single product specified for the CID. Only one product is illustrated per page.

The Furniture Illustration Sheet shall have the following information:

1. A Picture or line drawings of the product specified.
2. A Location Code to Key the specified product to the Footprint Plan and the Furniture Placement Plan.
3. A Sample of the product's finishes.
4. Recap quantity of illustrated item listed by room number
(e.g. 4 ea. Room 104 Commander
3 ea. Room 103 Receptionist)
5. Job name, Job Location, Date.

11. FURNITURE PLACEMENT PLAN

A Furniture Placement Plan consist of one room broken out from the Composite Furniture Plan which identifies each furniture component placed in that room. All rooms shown on the Composite Furniture Plan shall be illustrated in the Furniture Placement Plan section. The Furniture Placement Plans shall be drawn at a 1/4" scale. Large rooms/areas shall be drawn at 1/8" scale.

Each Furniture Placement Plan shall contain the following:

1. 1/4" Scale Drawing showing room and furniture.
2. Location Code and quantity of each item specified per room.
3. Name and Number of Room
4. Job Name , Job Location, Date.

The Composite Furniture Plan shall be a full size contract drawing with location codes. Half sizes will not be acceptable for review.

12. ARTWORK ILLUSTRATIONS SHEETS AND PLANS

The Artwork Illustrations Sheets shall have a pictorial example of the artwork with mat colors. Color photos copies are accepted.

Full size drawings of the Artwork Plan are to show plan placement of artwork and an elevation for all the artwork showing placement height and installation instructions.

Each Artwork sheet shall have the following:

1. A Picture of the proposed artwork.
2. Location Code
4. Room Name and Number that artwork will be displayed in.
5. Job name, Job Number, Date.
6. Mounting height and installation instructions.

13. ITEMIZED FURNITURE COST ESTIMATE

The itemized furniture cost estimate sheets list all furnishings, indicate quantities, unit costs and grand totals. The Cost Estimate is organized according to UNICOR and GSA Source/Schedules. The Cost estimate will also include a general 10% contingency and 7% installation. Because some items will include freight in the price, note that freight charges are not included.

14. FURNITURE ORDER FORM

The Furniture Order Forms indicate all information necessary to order products specified in the CID. Only one product shall be listed per page.

Organize and separate the Order Forms according to the Sources and GSA Schedules to coordinate with the Itemized Furniture Cost Estimate. Do not organize forms according to the Locations codes.

15. LETTER FOR WAIVER/JUSTIFICATION

FOR CID ITEMS THAT REQUIRE A JUSTIFICATION, SUCH AS OPEN MARKET ITEMS FOLLOW THE FORMAT EXAMPLE AND ATTACH IT TO THE APPROPRIATE ORDER FORM. See Appendix "C" for UNICOR Waiver information.

JUSTIFICATION FOR ACOUSTICAL PANELS

December 15, 1994

1. REQUESTING ACTIVITY: U.S. Army Corps of Engineers
EN-DA/Peggy Roberson
100 W. Oglethorpe Avenue
Savannah, GA 31402-0889
2. POINT OF CONTACT: Peggy Roberson
(912) 652-5144
3. REQUIREMENTS: To provide acoustical and visual control through a cost effective and timely means. The panels will separate and define workstations for 7 individuals representing 5 engineering disciplines. These individuals are located in 1,470 sq. ft. of open area.
4. PROPOSED SOLUTION: To purchase portable, acoustical panels 62 inches high and various widths from XYZ manufacture. This manufacturer delivers and installs within 30 days from the date they received the order. See the attached order form for stock number, dimensions, colors and manufacturers.
5. UNICOR WAIVER: Market research indicates that the Federal Prison Industry does not supply this type of portable panel.
6. TRIANGLE/INTANGIBLE BENEFITS: The tangible benefits to be gained from this purchase will be an enhancement of employee morale and productivity due to the reduction of sound and visual disturbances currently found in this open space.
7. IMPACT IS REQUEST IS NOT APPROVED: Employee morale will drop, which could impact performance.
8. ESTIMATED DATE ITEMS ARE REQUIRED: ASAP but no later than 30 days.

16. HEALTH AND SAFETY CRITERIA

16.1 PROVIDE PROTECTION AGAINST PERSONAL INJURY AND DEATH FROM:

16.1.1 FALLS

* ASTM D-2047-Test for Slip Resistance of Hard Surfaces

16.1.2 CHEMICAL EMISSIONS

16.1.3 ELECTRONIC EMISSIONS

16.1.4 MICROBIAL CONDITIONS

NOTE: 16.1.2, 16.1.3, and 16.1.4 are not defined by code at the present. OSHA has a proposed regulation in relation to indoor air quality standards. It is currently in the review phase. It is not in

16.1.5 FIRE (Interior Finishes and Furnishings)

- * ASTM-E-84-Steiner Tunnel Test.
- * NFAP-701-Standard method of Fire Test for Flame Resistant Textiles and Films.
- * NFPA-705-Field flame Test for Textiles and Films
- * FF 1-70-Standard for the Surface Flammability of Carpet and Rugs (Methenamine Pill Test)
- * NFPA 80-Fire Test of Door and Windows
- * NFPA 253-Flooring Radiant Panel Test
- * NFPA 258-Research Test method for Determining Smoke Generation of Solid Materials.
- * NFPA 259-Potential Heat of Building Materials
- * NFPA 260 Methods of Tests and Classification System for Cigarette Ignition Resistance of Components
- * NFPA 261- Method of Test for Determining Resistance of Mock-up Upholstered Furniture Material Assemblies to Ignition by Smoldering Cigarettes.
- * NFPA 264- A Standard Test Method of Test for Heat Release Rates for Upholstered Furniture Components or Composites and Mattresses Using an Oxygen Consumption Calometer.
- * NFPA 267- Standard on Mattress, subjected to Open Flame Ignition, Using a Large-Scale Oxygen Consumption Calorimeter.
- * UL-1056- Fire Test of Upholstered Furniture
- * TB 133- Flammability Test Procedure For Seating Furniture for Use in Public Occupancies. State of California Bureau Home Furnishings.
- * TB 117- (Section A though E) Test Procedures for Testing the Flame Retardance of Resilient Filling Materials used in Upholstered Furniture.

16.2 PROVIDE FURNISHINGS AND EQUIPMENT WITH ANTHROPOMORPHIC FIT AND STABILITY

- * ANSI/BIFMA X5.6-86 Standard for office Furnishings.

16.3 PROVIDE GLARE-FREE ILLUMINATION OF WORK SURFACES

- * ANSI E-97

16.4 PROVIDE ACCEPTABLE REFLECTANCE LEVELS

- * ASTM E-97-IES

16.5 PROVIDE FOR USE AND MAKE ACCESSIBLE TO PHYSICALLY DISABLED

- * American Disabilities Act: ASTM 117.1
- * Uniform Federal Accessibility Standards

16.6 PROVIDE SAFE AND SWIFT EGRESS FROM INTERIOR SPACES

- * NFPA 101 Fire Safety Code-94
- * National Building Code, BOCA
- * Standard Building Code
- * Uniform Building Code, ICBO

16.7 PROVIDE ACOUSTIC CONTROL

- * Airborne sound: ASTM C 423, PBS C.1
- * Speech Privacy: SPP, Speech Privacy Potential
- * Impact sound transmission: ASTM C 423-66, PBS C-2

17 CHECKLIST FOR SID REVIEWS

17.1 GENERAL

The Checklists are used to ensure that SID/CID binders and all contact drawings and specifications are complete and will meet customer approval.

17.2 CHECKLISTS FOR SID BINDERS

The correct organization of the SID Binder is important to ensure a rapid and accurate evaluation of the submittal and to ensure all the information provided in the binders appears in the contract documents. The SID binder shall include the information in the order indicated in paragraphs 4 and paragraph 5 Submittal Matrix Summary 1-17.

17.2.1 CHECKLIST FOR SID NARRATIVE

Review the statement of DESIGN OBJECTIVES. Design Objectives are to indicate the proposed building materials, color scheme and the philosophy for the selection each. When applicable the design narrative shall discuss Energy Efficiency, Safety, Maintenance, Durability, Image and Occupant Morale.

17.2 CHECKLIST FOR EXTERIOR COLOR LEGEND AND COLOR BOARDS

Exterior Colors are often dictated by the Installation's Design Guidance. In these instances, the Federal Standard 595b paint colors may be referenced for factory finished items. See examples below.

Metal Roof Federal Standard 595b 0000

17.2.2 REVIEW QUESTIONS

1. Are all exterior materials labeled and properly identified?
2. Do all exterior materials and finishes meet standard Installation Design Guidance requirements?
3. Are there any miscellaneous exterior materials and finishes that need to be listed and sampled in the SID Binder OR indicated in Guide Specifications OR contract drawings?
4. Are all the exterior materials sampled in SID Binder and indicated on Finish Schedule?
5. Are all exterior materials indicated on Finish Schedule sampled in SID Binder?

17.3 CHECKLIST FOR SID INTERIOR COLOR SCHEME AND COLOR BOARDS: Review the architectural finish samples for an orderly arrangement on 8 1/2" x 11" color boards according to like rooms/areas receiving like finishes. Each color board will be noted as a COLOR SCHEME. Each Color Board shall consist of a material sample board and a material legend board.

17.3.1 Each Color Scheme shall be properly identified:
[The following information should be on the lower portion of each sheet]

- a. Project title
- b. Location
- c. Date
- d. A/E Firm

17.3.2 Each material legend shall have written identification of materials in the order as follows:

1. Alpha Code
2. Material
3. Manufacturer
4. Color name
5. Color Number

The material legend identification shall be consistent with the material legend found in the Exterior and Interior Finish Guide Specification or in the contract drawings. Without exception all rooms and areas shall be identified and their finishes shown.

* The general contractor will not be receiving the SID binders therefore all finishes and their placement must be on the contract drawings or in the Guide Specifications.

17.4 CHECKLIST FOR INTERIOR COLOR SCHEME

17.4.1 SID REVIEW QUESTIONS

COLOR SCHEME

1. What basic color scheme is used?
 - a. Monochromatic
 - b. Analogous plus complement accent
 - c. Complementary
 - d. Split Complementary
 - e. Triadic
2. Is there a basic neutral color for all walls?
3. Does the color scheme create a sense of order?
4. Are accent colors appropriate in hue value and intensity to create interest? Do they overpower the space?
5. Are Accent Colors clearly indicated on the contract drawings?
6. Are the colors placed to create a "visual balance" throughout the building?
7. Do the Accent colors assist with "pathway finding"?

GENERAL FINISHES

1. Do finishes offer variety in appearance? (soft, hard, smooth, rough, dull, gloss, matte)
2. Do selected finishes enhance the architectural lines of the building?
3. Are materials, finishes, and colors appropriate for the surfaces they will be covering?
4. Are walls painted [Gloss] [Semi-Gloss] [eggshell]?
(Flat Latex wall paint is not durable for interior walls.)
5. Do the interior finishes reflect and reinforce the appropriate image for the facility?
6. Is the flooring selected for all areas appropriate in color pattern, texture and scale?
7. Does color and pattern in Carpet/Carpet Tile relate to scale and size of room?

8. Will Carpet/ Carpet Tile color and pattern hide soil and wear path?
9. Are window treatments compatible with architectural detailing?
10. Will window treatment and its installation cause unnecessary wear or abrasion?
11. Are finishes selected creative in use and placement?
12. Will there be acoustical problems because of the materials selected? (A balance of Reflective and Absorptive surfaces is necessary)
13. Will all colors, materials, and finishes retain their appearance long-term?
14. Are all interior finishes labeled and properly identified?
15. Do all interior finishes meet standard codes requirements?
16. Are there any miscellaneous interior finishes and materials that need to be listed, sampled and specified?
17. Are all interior materials sampled in SID Binder listed on the Finish Schedule?
18. Are all materials listed on the Finish Schedule sampled in the SID Binder?
19. Are there any treatments such as bordered carpets, or multi-color ceramic tile borders that need to be illustrated in plans but are not?
20. Are all SID finishes specified according to the quality to ensure quality and performance?

PREWIRED WORKSTATIONS

1. Do the prewired workstations and specifications coordinate to fully cover all the information required for bidding, and installation of the product?
2. Have all the required contract drawings as indicated in paragraph 5 of the Submittal Summary Matrix been provided?

17.4.2 CHECKLIST FOR SAFETY:

Do all finishes selected shall meet code requirements and are appropriate in color, texture, and pattern to insure the well being of the inhabitants?

17.4.3 FACILITY SIGNAGE REVIEW QUESTIONS

1. Is the signage listed on a separate plan and indicated correctly in the specifications?
2. What type face is specified? Does it meet approved standards?
3. Is Symbol Signage used in lieu of Printed identification for restrooms?
4. Are Signs flexible so that names and rooms can be changed easily?
5. Are Signage colors and samples in the SID?

For additional reference on signage refer to Sign Standards relative to the Department of Defense.

18.5. CHECKLIST FOR CID BINDER LAYOUT

The CID Binder is the most detailed of all binders submitted because of the numerous components specified, priced, and illustrated. The correct organization of the CID Binder is important to insure a rapid and accurate review of the building's furniture components and their relationship to the architecture and it's finishes. The CID Binder shall include the information in the order indicated in paragraph 5 Submittal Matrix Summary items 18-31.

18.5.1 CHECKLIST FOR CID NARRATIVE: Review the statement of DESIGN OBJECTIVES explaining the CID interior design philosophy of the facility. Design Objectives and the proposed method of accomplishing the objectives shall cover, when applicable, the furnishings and their relationship to the building and it's inhabitants, energy, efficiency, safety, health, maintenance, image, personal performance of occupants and functional flexibility.

18.5.2 CID REVIEW QUESTIONS

1. Does the layout of the CID Binder follow the TABLE OF CONTENTS format indicated in paragraph 4.7 and 5?
2. Are all pages properly identified?
3. Are all samples labeled and identified?
4. Are there any miscellaneous components shown on the Footprint Plan that are not shown in the CID Binder?
5. Are there any miscellaneous components shown in the CID Binder that are not reflected on the FURNITURE PLACEMENT PLANS?

CHAIRS

1. Is the chair appropriate for the task?
2. Is the style of the chair in keeping with the overall theme of the building and other components selected?
3. Is the chair scaled correctly for the space it occupies?
4. Are chair costs appropriate for the project? (ERGO \$300-350)
5. Is the finish of the chair interesting and in harmony with the elements surrounding it?
6. Are all chairs listed on the composite Footprint Plan, Furniture Placement Plans, Illustration Sheets, Location Code and Order Forms?

DESK

1. Is the desk appropriate for the task?
2. Is the style of the desk in keeping with the overall theme of the building and other components selected?
3. Is the desk too large for the space it occupies?
4. Are the desk costs appropriate for the project?
5. Is the finish of the desk interesting and in harmony with the elements surrounding it?
6. Are all desks listed on the composite Footprint Plan, Furniture Placement Plan, Location Code and Cost Estimate, Furniture Illustration Sheet, and Order Form?

COST ESTIMATES and ORDER FORMS

1. Are cost estimates correct?
2. Are Order Forms completed and accurate?

18.5.3 CHECKLIST FOR SAFETY

1. In the placement of furniture, is emergency egress considered?
2. In the placement of furniture, is consideration given to the requirements for the handicapped. (Reference: Uniform Federal Accessibility Standards and ADA).

19. LESSONS LEARNED

Lessons Learned are for information only and to eliminate lost effort in the development of SID/CID submittals. Lessons learned are from both Air Force and Army projects.

Experience has taught that generally neutral interior environments with color accents used appropriately in SID finishes and all CID finishes provide the best "look" for a government facility. The common sense approach to all projects is the most cost effective way to achieve customer satisfaction.

Interior Design Solutions are important to the treatment and housing of a personnel. If leaders expect excellence in people, the environment in which they are housed should not be created on a whim or by individuals not technically educated and experienced in creating such environments.

Although interior environments cannot motivate people to excel they can provide a background that creates a functional opportunity for them to excel.

The Mobile District considers a quality interior design environment to be one that meets the followings ten (10) objectives:

1. COMPLETE COORDINATION BETWEEN CONTACT DRAWINGS AND SPECIFICATIONS. THE LACK THEREOF IS A POTENTIAL SOURCE OF LIABILITY.
2. The use of durable, easily maintained finishes that support "good housekeeping".
3. Appropriate use of accents colors that are easy to "live with" and cost effectively removed when updating the "look".
4. Spaces that are planned to support life safety.
5. Spaces that meet the functional needs of the user. Maximize flexibility for future change in both SID and CID plans.
6. Furnishing selected that support personal performance and personal health.
7. Appropriate use of All the design elements (Landscape, Architecture and Interior Design) to support "path wayfinding" "up to" and within the facility.
8. Accurate documentation of all the contract documents (SID) and procurement documents (CID).
9. Finishes and furniture selected that meet government procurement regulations.
10. Customer satisfaction.

19.1 EXTERIOR FINISHES

1. Exterior SID: The Exterior building finish materials, colors and signage shall be in accordance with the Master Plan/Installation Design Guide of the installation on which the project is being constructed.
2. Verify with each installation what their current standard exterior finishes are.
3. Use the Federal Standard Number 595B to indicate the range of exterior finish colors.

19.2 INTERIOR DESIGN PHILOSOPHY

1. Interiors building finishes, furnishings and colors schemes are to be appropriate and support the function of the facility.
2. Interior design objectives are to create an environment that enhances public image, employee morale, provide building finishes that are durable, easy to clean, cost effective to maintain and support life safety.
3. Appropriate accent colors are easy to "live with" and can be easy and cost effectively removed when updating the "look" is the objective.
4. Accurate documentation of finishes and furnishings in both the SID and the CID.
5. Talk to the customer. Let them know what you are planning before you submit the color boards. Do more in-process design and review communication with the customer before formal submittals.

19.3 INTERIOR FINISHES

1. Non-slip surfaces at entryway.
2. Semi-gloss for trim only
3. Egg-shell finish for walls if possible.

19.4 INTERIOR COLORS

1. Generally the exterior color scheme should transition and continue into the interior color scheme.
 1. A neutral warm or cool color palette with accent colors used in furnishings has generally been the most successful for most interior projects.
 2. Colors in a mid-tone range used for door trim and matching base is generally approved.

3. Light colored carpets shows soil easily and will be disapproved.
4. Painted doors, trim and walls to blend (do not use extreme contrast colors for doors and walls).
5. Because the general contractor can substitute colors, textures and patterns during the construction process "permanent interior building finishes" are most successful if they are neutral colors.
The most typical finishes substituted during construction are
* Plastic laminates, vinyl wall coverings, ceramic tile, toilet partitions, wood stains.

19. 5 ACCENT COLORS

1. Ceramic tile accent borders on floors and walls in restrooms (one or two colors on a neutral field.)
2. Multi-colored graphic pattern carpet with solid or fleck colors used as accent borders.
3. Accent vinyl wall covering colors used a visual "pathway finding" guide through a facility.
4. Colorful fabrics with small pattern designs used on guest chairs.

19.6 WALL COVERING

1. Use Type II for all areas. Type III only in heavy use corridors. The additional satin resistant coatings used for health care environments.
2. The architect is to design walls with a correct vapor barrier. Wall covering can be used on both exterior and interior perimeter walls.
3. Must meet NFPA Class A Flame Spread rating.
4. Use chair rail when walls are subject to frequent furniture movement and scarring. eg. conference rooms and waiting areas.
5. Fabric wall covering can only be used in a sprinkled buildings according to NFPA.

19.7 CARPET

1. Primary interior finish and should be the bases for the overall color scheme.
2. Graphic Patterns with random pattern is the best. Avoid large geometric or rigid patterns. They look askew if adjacent to a wall that is not plumb,
3. Avoid bright or light colors which soil easily.

4. Carpet tile is recommended when power and communications are installed in floor raceways.

5. Carpet tile is best for corridors: use patterned fields and solid-colored borders for "pathway finding".

19.8 SIGNAGE

1. Use the Installations' Design Guidance or the appropriate design guide for the Department of Defence agency.

2. Coordinate the signage color with the interiors color scheme.

3. Specify a flexible sign that allows for easy personnel name change or room name change.

4. Signage changes. It is helpful when ordering additional signage that signage specified be on a GSA schedule.

5. Bulletin Boards and fire exit plans are to be included in facility signage package.

19.9 UPHOLSTERY

1. Tweeds and small scaled patterns retain their appearance longer.

2. Avoid solid colors because they show dirt, lint and fade faster than patterns and tweeds.

3. Vinyls are used for wet areas such as labs.

4. Avoid vinyls fabrics in administrative areas or for general use seating.

5. Leather seating is used for only high ranking officers and directors.

6. Use Nylon and Nylon blends seating fabrics that are easy to maintain.

19.10 FURNITURE

1. Black and wood veneer horizontal surfaces are discouraged in general public use areas. A plastic laminate table surface in public areas retains it's appearance longer.

2. Mid-tone range colors for work surfaces are recommended because it will not add to eye fatigue. Light oaks, beige, and grays work best.

3. Black finishes are discouraged for case goods because it is a housekeeping problem.

4. Oak is an acceptable color range for woods and laminated wood surfaces and frames. Darker woods are traditionally accepted for those of higher rank.
5. Use commercial grade, performance tested GSA contracts
6. Laminate tops are recommended for all work surfaces other than executive suite areas (wood veneer may be used).
7. Systems furniture plans require Air Force HQ Interior Design Review and approval.
8. Acoustical panels over 65" in height may restrict light and air distribution. 62-64" high panels are generally the best.
9. Fabric finishes on flipper doors will not be approved.

19.11 ARTWORK

1. Only use in public areas; not in private personnel offices.
2. Use to assist occupants in "pathway finding"
3. Hang artwork at 5'-6" with security type devices.
4. Choose mats and frames which complement other accessories and interior color scheme.
5. Art should be large enough to fill the space.

19.12 PLANTS AND ACCESSORIES

1. Plants help soften the space
2. Do not specify live plants. This type of specification requires a maintenance contract.
3. Use quality artificial plants such as with real trucks, bark etc.
4. Specify sturdy containers. Limit the use of wicker baskets.

19.13 Window Treatments

1. Use doubled return hems and doubled bottom hems.
2. Draperies are not encouraged in areas other than executive suites and living areas.
3. Mini blinds that match the window frame are recommended for admin space.
4. Vertical blinds are accepted and can have fabric inserts. Do not

specify any fabric vertical blinds without using a PVC insert vain.

5. Specify blackout lining in sleeping areas
6. Fabric valances maybe used over mini blinds.
7. Use decorative rods or top treatments to give draperies a finished appearance.
8. Draperies are to be 2.5 fullness.
9. Ripple fold over pinched pleats recommended.
10. Draperies are to have minimum 4 inch returns and 2 inch overlaps with a 4 inch heading. Weighted at the corners and all seams.

19.14 BEDSPREADS

1. Use a fitted style bedspread.
2. Pattern is recommended.
3. Minimum 5 oz 100% polyester fill
4. Fabric must have dimensional stability with less than 2% shrinkage after washing at 160 F degrees.

19.15 THE DISTINGUISHING CHARACTERISTICS OF SUCCESSFUL INTERIORS

The Mobile District holds firmly to the position that a successful interior design solution consistently incorporates typical finishes, colors and features to obtain quality interior design solutions. The following guidelines shall be the basis from which all projects will be reviewed and judged for their success.

When planning for the interior environment emphases of one from each of the following groups will hopefully achieve good design:

1. Architectural Emphasis or Component Emphasis
2. Color System in Contrast or Color System in Continuity
3. Directional Reinforcement or Directional Change
4. Value Contrast or Value similarity
5. Surface/Texture Emphasis or Surface/Pattern Emphasis
6. Contemporary/Traditional Emphasis or Eclectic Emphasis

Interior SID: Permanent interior building finishes are to be neutral in color. "Permanent finishes" are considered:

1. Plastic Laminates
2. Vinyl Composition Tile
3. Ceramic Tile or other hard tiles
4. Wood doors (stained wood finish)

5. Metal Doors and Metal Trim
6. Toilet Partitions
7. The majority of walls and ceilings.

The appropriate placement of accent hues and patterns for a government project are considered to be:

1. Accent borders on floors and walls in restrooms.
2. Multi-colored graphic patterned carpet used throughout the facility.
3. Accent colors on vertical surfaces used as visual assistant in "path wayfinding".
4. Artwork
5. Upholstery fabric

Although cost constraints can limit complex design details throughout the facility, there are areas where cost effective use of accents hues and identifying architectural features should be considered and used to create an image. The following areas are ranked according to importance:

1. Lobby Areas
2. Main Conference rooms
3. Command Areas
4. Employee Break rooms and Toilet Rooms
5. General Office Areas

Successful "Path wayfinding" is achieved when users and visitors easily find their way "up to" a building and throughout it's interiors. The District's position is that "path wayfinding" can successfully be obtained by incorporating reason and experience offered by a multi-disciplined team of the Landscape Architect, the Architect and the Interior Designer.

20. SID/CID

ILLUSTRATIONS

30% STRUCTURAL
INTERIOR DESIGN

FY-95

UEPH DORMS

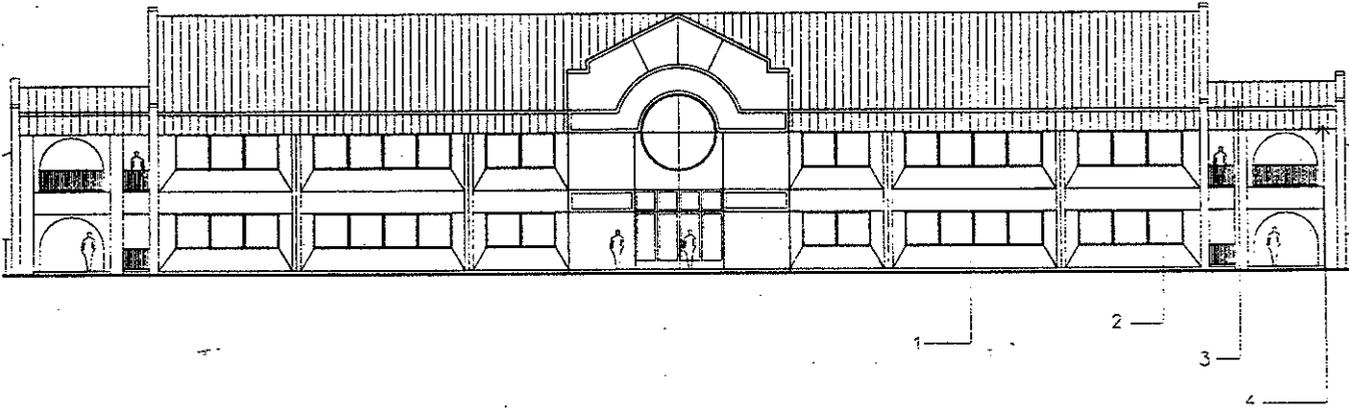
EGLIN AIR FORCE BASE
FLORIDA

U.S. ARMY CORPS OF ENGINEERS

MOBILE DISTRICT

MOBILE, ALABAMA

APRIL 1994



1. SMOOTH FACE BLOCK, LT. TAN
2. GLAZING, PPG, SOLARBRONZE TINT
3. METAL ROOF, FEDERAL STANDARD 595B 000000
4. METAL GUTTER, FEDERAL STANDARD 595B 000000

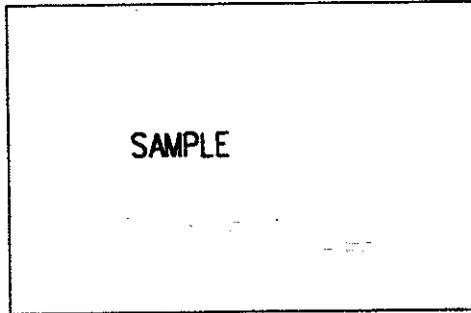
FRW
DATE

EXTERIOR ELEVATIONS

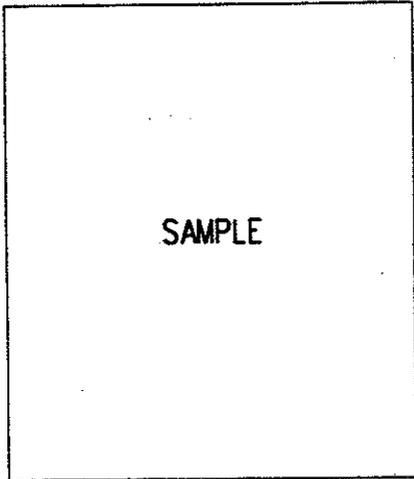
PROJECT NAME
LOCATION



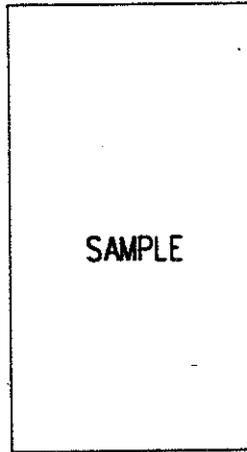
1



2



3

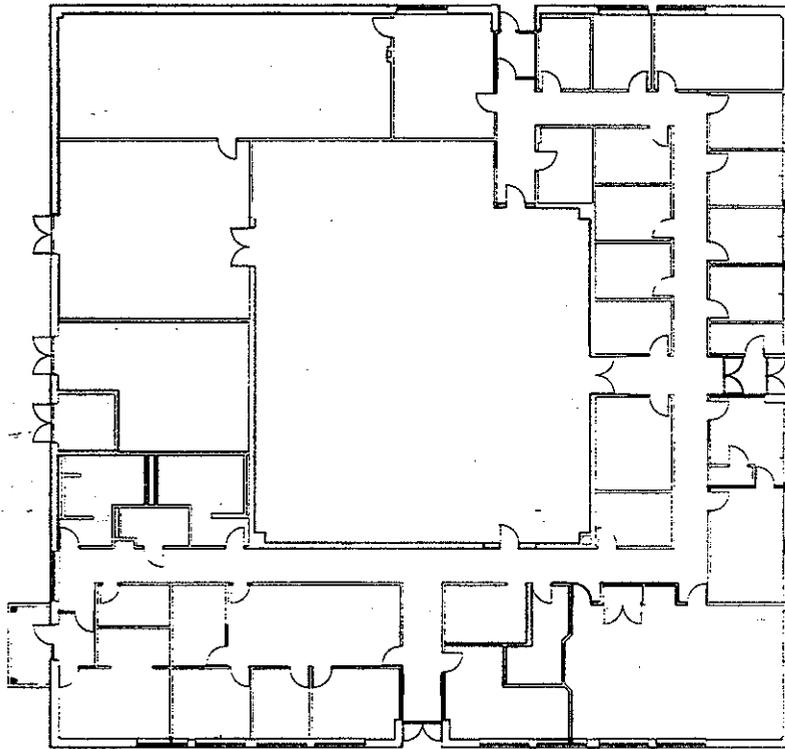


4

FROM
DATE

EXTERIOR MATERIAL SAMPLES

PROJECT NAME
LOCATION



COLOR SCHEME "A"- GENERAL OFFICE AREAS

COLOR SCHEME "B" TOILET ROOMS

COLOR SCHEME "C" MISCELLANEOUS AREAS

FIRM
DATE

INTERIOR COLOR PLACEMENT

PROJECT NAME
LOCATION

INTERIOR COLOR BOARDS

FRW
DATE

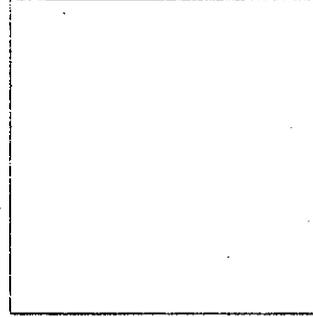
PROJECT NAME
LOCATION



SAMPLE

FIELD

ACCENT



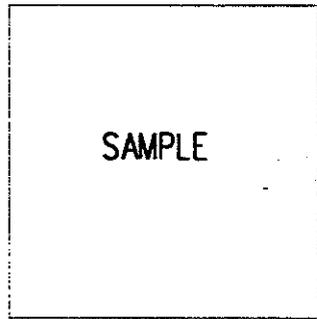
CT-1

CT-2



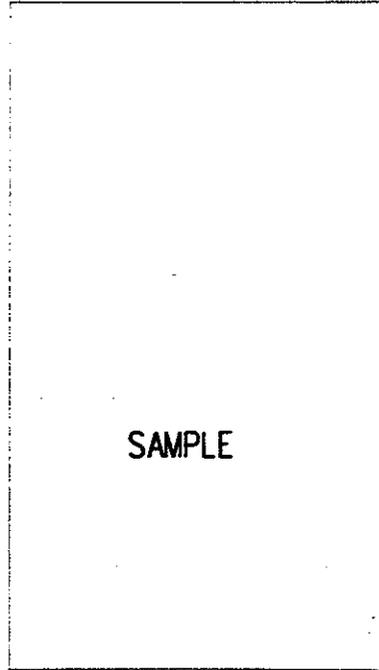
SAMPLE

GROUT-1



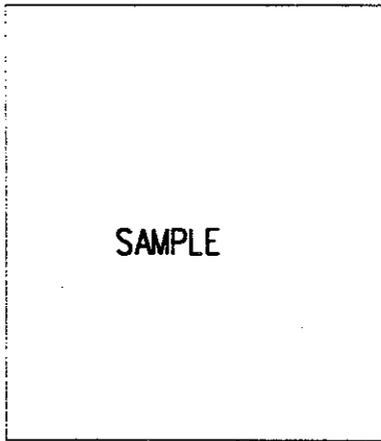
SAMPLE

CT-3
FLOOR TILE



SAMPLE

TP-1
PL-1



SAMPLE

P-2
CEILING

FIRM
DATE

COLOR SCHEME "C"

PROJECT NAME
LOCATION

CT-1: CERAMIC TILE, AMERICAN OLEAN, 153 ALMOND. 4" X 4"

CT-2: CERAMIC TILE, AMERICAN OLEN, 2" X 2" TEAL

CT-3: CERAMIC TILE, AMERICAN OLEN, 2" X 2" A 20 BEACH TAN

GROUT-1: AMERICAN OLEAN, BROWN

P-2: EPOXY PAINT, WHITE (FOR CEILINGS)

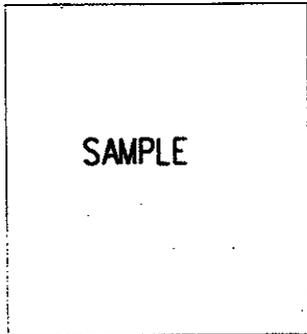
PL-1: PLASTIC LAMINATE, WILSONART, ALMOND, 513 COUNTER TOPS

TP-1: PLASTIC LAMINATE, WILSONART, ALMOND 513 TOILET PARTITIONS

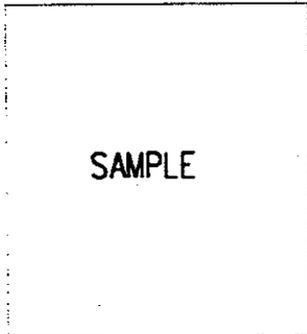
FIRM
DATE

COLOR SCHEME "C"

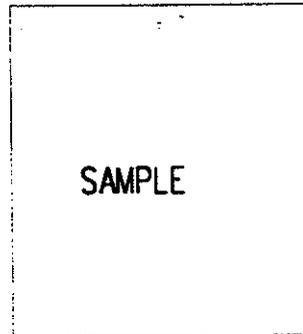
PROJECT NAME
LOCATION



APCO WHITE (PLAQUE HOLDER)



APCO CLEAR (INSERT)



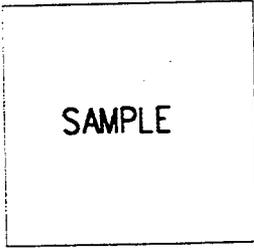
LETTERING
APCO BLACK

FIRM
DATE

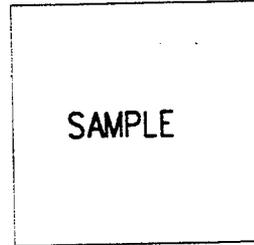
SIGNAGE

PROJECT NAME
LOCATION

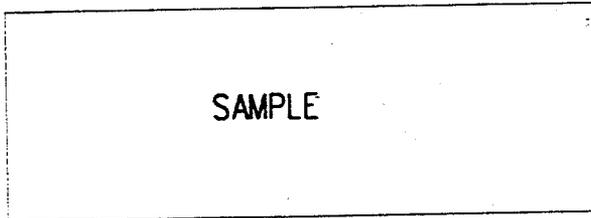
XYZ SYSTEMS MFG.



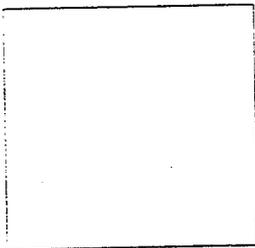
PANELS FABRIC
466 TAN



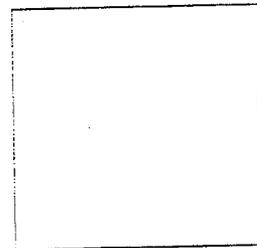
TACKBOARD
033 TEAL



FLIPPER DOOR AND TRIM
PUTTY



COMPONENTS

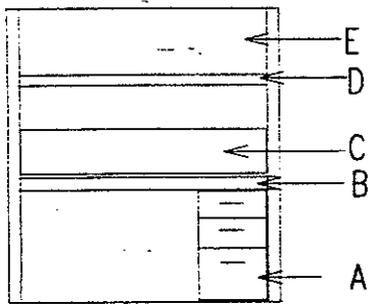


WORKSURFACES

FIRM
DATE

PREWIRED WORKSTATION COLOR BOARD

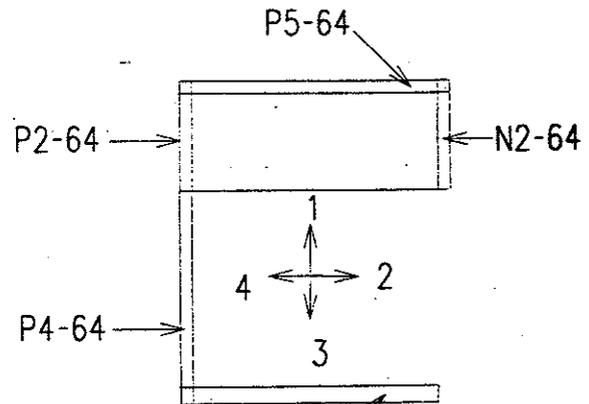
PROJECT NAME
LOCATION



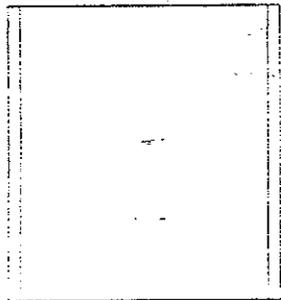
ELEV 1



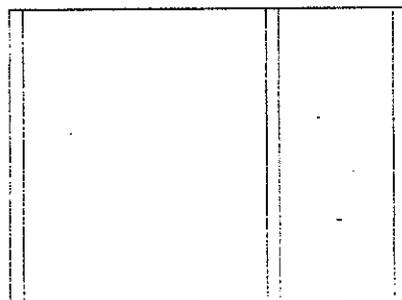
ELEV 2



PLAN VIEW
6'-0" X 5'-0"



ELEV 3



ELEV 4

QTY.	CODE	DESCRIPTION
2	P5-64	2' W X 64"H POWERED ACOUSTICAL PANEL
1	N2-64	2'W X 64"H NON-POWERED ACOUSTICAL PANEL
1	A	3", 3", 12" DRAWER PEDESTAL
1	B	23"D X 60" W HANGING WORK SURFACE

10 EACH TYPICAL "A"

FIRM
DATE

PREWIRED WORKSTATION
TYPICAL "A"

LOCATION

INSERT CONTRACT DRAWINGS OF:

FLOOR PLANS

FINISH SCHEDULE

SIGNAGE PLAN

PREWIRED WORKSTATIONS DRAWINGS

FIRM
DATE

PROJECT NAME
LOCATION

100%

COMPREHENSIVE
INTERIOR DESIGN

FY-95

UEPH DORMS

EGLIN AIR FORCE BASE
FLORIDA

U.S. ARMY CORPS OF ENGINEERS
MOBILE DISTRICT
MOBILE, ALABAMA
APRIL 1994

MANUFACTURER ABC
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000

MANUFACTURER XYZ
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000

MANUFACTURER XXX
109 MAIN STREET
ANYWHERE, USA 00000
POINT OF CONTACT:
1-800-000-0000

FIRM
DATE

MANUFACTURER'S SUMMARY SHEET

PROJECT NAME
LOCATION

INSERT COMPOSITE FURNITURE PLANS

FIRM
DATE

PROJECT NAME
LOCATION

A- ACCESSORIES

B- BOOKCASES

C- CHAIRS

D- DESKS

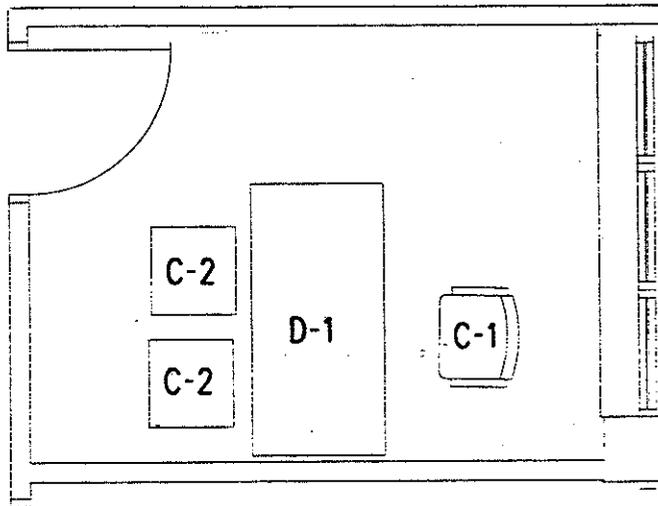
FIRM

DATE

LOCATION CODE INDEX

PROJECT NAME

LOCATION



ROOM:123

QTY. LOCATION CODE

DESCRIPTION

1 EA. C-1 KNOLL BULL DOG , BLACK FRAME, COLOR: TEAL

2 EA. C-2 KRUGER, "VERSA" BLACK FRAME, TEAL

1 EA. D-1: XYZ , WOOD: WALNUT

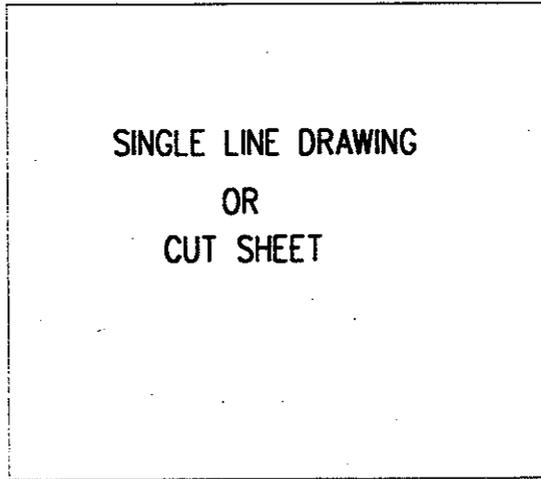
FIRM
DATE

FURNITURE PLACEMENT PLAN

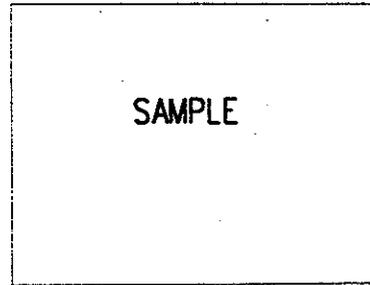
PROJECT NAME
LOCATION

FURNITURE ILLUSTRATION.

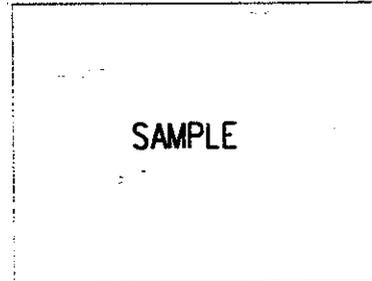
C-2



FABRIC:
002 BLUE



FRAME
BLACK



ROOM	QTY	TOTALS
------	-----	--------

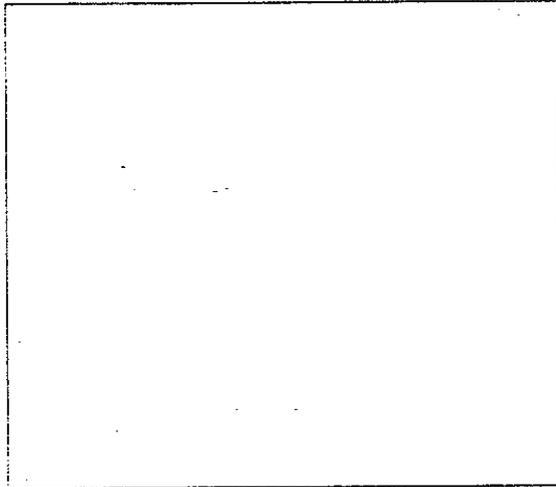
123	2	8
124	2	
125	2	
126	2	

FIRM
DATE

FURNITURE ILLUSTRATION SHEET

PROJECT NAME
LOCATION

ARTWORK ILLUSTRATION

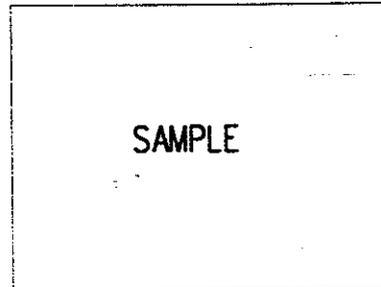
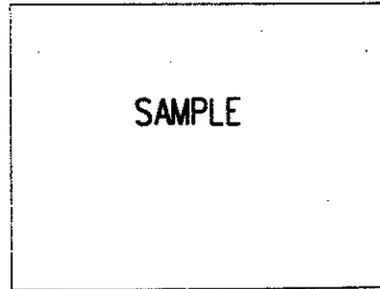


A-1

MAT
002 BLUE

FRAME
BLACK

A-1



MOUNTING INSTRUCTIONS:

PLACE CENTER OF WALL WITH TOP OF FRAME 64"
ABOVE THE FINISHED FLOOR

ROOM	QTY	TOTALS
123	1	1

FIRM
DATE

ART ILLUSTRATION SHEET

PROJECT NAME
LOCATION

SOURCE: FSC GROUP 71, PART X CONFERENCE TABLES

CODE	MFG.	ITEM	QT.	UNIT PRICE	TOTAL
T-1	KRUGER	TABLE	04	\$ 350.00	1,400.00
T-2	KRUGER	TABLE	01	\$ 350.00	350.00
T-3	KRUGER	TABLE	04	\$ 350.00	1,400.00

TOTAL: \$5,4350.00

T-5	VECTA	TABLE	04	\$1,000.00	\$4,000.00
T-6	VECTA	TABLE	04	\$1,000.00	\$4,000.00

TOTAL: \$8,000.00

TOTAL OF ALL CID SOURCES:

10% CONTINGENCY:

7% INSTALLATION:

MISCELLANEOUS FEES:

GRAND TOTAL:

FIRM
DATE

COST ESTIMATE

PROJECT NAME
LOCATION

FURNITURE ORDER FORM SAMPLE
PROJECT TITLE

1. LOCATION CODE:	
2. DIRECTORATE:	
4. DEPARTMENT	
5. ACTIVITY:	
6. FSC GROUP: 71 PART III SECTION: L CLASS 7110 SIN 499-1 CONTRACT EXPIRATION DATE: MOL:	
7. SOURCE: Manufacturer's name etc....	
8. PRODUCT NAME:	
9. PRODUCT STOCK NUMBER:	
10. PRODUCT FABRIC NAME AND COLOR NUMBER:	
11. PRODUCT FINISH NAME AND COLOR NUMBER:	
12. DIMENSIONS:	WEIGHT:
13. DESCRIPTION: (Include construction information; fabric content, finish application)	
14. JUSTIFICATION: These guest chairs are coordinated to match the tasks seating at each workstation. The size of the guest chair was critical because of the limited space where they were to be placed. If this company is not selected coordinate the newly proposed finishes with Location Codes: C3, C4 and C5.	
15. ROOM LOCATION	QUANTITY PER ROOM
16. TOTAL QUANTITY:	
17. UNIT PRICE:	
18. TOTAL PRICE:	
19. FREIGHT CHARGES: FOB DESTINATION (Note if freight charges are included in the price of the CID item.)	
20. Additional remarks or justification.	

21. APPENDICES

A. ADA REQUIREMENTS

B. COMMANDER'S POLICY

C. UNICOR WAIVER

02/08/94

04:41

202 272 8815

HQ USACE(CEMP-E) --- CESPK-ED-T

008/011



DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEMP-EA/CECW-EP

25 JAN 1994

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Access for People with Disabilities

1. Reference Secretary of Defense memorandum dated 20 October 1993, subject as above (enclosure 1).
2. In accordance with the referenced memorandum, the Department of Defense (DoD) has implemented a new policy concerning accessibility standards. In the past, USACE was required to meet the requirements of the Uniform Federal Accessibility Standards (UFAS) and not the Americans with Disabilities Act Accessibility Guidelines (ADAAG). The new policy requires that, in addition to meeting UFAS requirements as required by 42 U.S.C. 4151-4157 and consistent with 29 U.S.C. 794, the requirements of the ADAAG that provide equal or greater accessibility than the requirements of the UFAS must also be met in those facilities subject to UFAS. The facilities excluded under UFAS (such as unaccompanied personnel housing) are still excluded under this new policy, even though the ADAAG has no such exclusions. The implementation of this new policy is considered to have *routine application* as defined by ER 1110-345-100.
3. Copies of UFAS and ADAAG criteria are available from the Architectural and Transportation Barriers Compliance Board, telephone (202) 272-5434. Copies of the Title II Technical Assistance Manual which explains differences between the two standards are available from the Department of Justice, (202) 514-0301.
4. The Directorate of Military Programs POC is Mr. D. S. Gim, CEMP-EA, (202) 272-0440, and the Directorate of Civil Works POC is Mr. Douglas J. Kamien, CECW-EP, (202) 272-8894.

FOR THE DIRECTORS OF MILITARY PROGRAMS AND CIVIL WORKS:

Encl


RICHARD C. ARMSTRONG, P.E.
Chief, Engineering Division
Directorate of Military Programs


PAUL D. BARBER, P.E.
Chief, Engineering Division
Directorate of Civil Works



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000REPLY TO
ATTENTION OF:

CEMP-EA

31 MAR 1993

COMMANDER'S POLICY MEMORANDUM #7

SUBJECT: Comprehensive Interior Designs

1. The Vice Chief of Staff, Army has placed priority on providing quality living conditions for our soldiers wherever stationed. While this initial thrust to improve the quality of interior environments is directed at barracks facilities, my overall concern is that we ensure quality interior living, working, and training conditions for all of our customers.
2. In order for the Army and our other customers to recruit and retain dedicated career professionals, excellent environments are needed to provide a high quality of life. Our customers and our own personnel spend a majority of their time in interior environments. Excellence in building interiors and furnishings is critical in meeting our customer's and our own functional and operations requirements. Excellent comprehensive interior design must be given high priority in the planning, programming, design, and implementation of our construction projects.

Handwritten signature of Arthur E. Williams in cursive.

ARTHUR E. WILLIAMS
Lieutenant General, USA
Commanding

DEPARTMENT OF THE ARMY
U.S. Army Corps of Engineers
Washington, DC 20314-1000

ER 1110-345-122

CEMP-EA

Regulation
No. 1110-345-122

15 April 1994

Engineering and Design
INTERIOR DESIGN

1. **Purpose.** This regulation establishes policy, requirements, and responsibilities to be followed in the planning, design, approval, and procurement of interior designs for military construction projects and improvement programs.

2. **Applicability.** This regulation applies to HQUSACE/OCE elements, major subordinate commands (MSC), district commands and technical centers, laboratories, and field operating activities (FOA) having military construction (MILCON) responsibilities.

3. **References.** References and additional information resources are listed at Appendix A.

4. **Projects Requiring Interior Design.** Interior design is required on all new building construction and renovation projects regardless of funding source. Interior design guidance for most facility types is provided by Design Guide (DG) 1110-3-122. Interior design guidance for medical facilities is furnished by Architectural and Engineering Instructions, Medical Design Standards. Interior design for family housing will be in accordance with Architectural and Engineering Instructions, Army Family Housing.

5. **Interior Design Services.** Two types of interior design services are offered.

a. **Building-Related Interior Design.** Building-related interior design service will be provided for all facilities. This service requires the accommodation of needed furniture and equipment within the building, and the design or selection of items normally provided as part of the building construction project in accordance with AR 415-15. These services will be provided as an integral part of the project design and shall include:

(1) Basic space planning for anticipated furniture and equipment requirements in conjunction with the functional layout of the building design and such requirements as life safety, privacy, lighting, ventilation, and accessibility.

(2) Design, selection, and coordination of surface materials and colors that are applied to or compose walls, floors, ceilings, trims, doors, windows, window treatments, built-in furniture and installed building equipment, lighting, signage and other items which are permanently attached to, or are integral to the building. Appendix B further defines interior design elements that are building-related and furniture-related.

b. **Furniture-Related Interior Design.** Furniture-related interior design should be provided for all facilities where the arrangement of furniture and furnishings is important to building functionality. Furniture-related interior design services relate to the accommodation and selection of items that will be provided or procured by the Government. This service will be provided when requested by the using activity and will normally include:

(1) Selection, and color coordination of furniture and equipment drawn from existing inventory, procured from Government supply sources (see Appendix C), or procured by competitive bid. These items normally include such things as ergonomic chairs, freestanding and mobile furniture, draperies, lamps, rugs, plant materials, planters, and free standing or wall hung art.

(2) Detailed space design, placement planning, and procurement documentation for the selected furniture, furnishings, and equipment.

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(3) Coordination of furniture-related items with the building design.

6. General Requirements.

a. **Building-Related Interior Design.** General requirements for building-related interior design are as follows:

(1) Preparation of the basic space layout plans for furniture and equipment, in coordination with the functional layout of the building design.

(2) Specification of the material and color applications for interior component surfaces, and preparation of color and finish schedules.

(3) Design and specification of permanent features such as signage, graphics, casework, and built-in equipment; and the preparation of appropriate schedules.

(4) Coordination of finishes, interior components, lighting, acoustical treatment, electrical, information systems, and mechanical elements.

(5) Preparation of display books or boards showing layout diagrams, special details, and material and color samples, for the purpose of obtaining approval of the design scheme and for facilitating the execution of the design intent through the construction contract or other procurement.

(6) Description of interior design intentions for enhancement of energy efficiency, safety, health, functional flexibility, maintenance, increased personnel performance, and projecting the proper image.

b. **Furniture-Related Interior Design.** General requirements for furniture-related interior design are:

(1) Coordination with all the tasks identified in paragraph 6a above, so that the furniture-related and building-related design schemes reflect a single, coordinated design theme.

(2) Selection and description of furniture and equipment from available Government sources of supply (see Appendix C). Selection will be based on factors indicated in DG 1110-3-122. When

Government source items do not meet requirements, purchase specifications to include materials testing and/or rating requirements to meet minimum Federal standards, and any other data necessary for procurement on the open market will be provided.

(3) Preparation of detailed furniture arrangement and placement plans, and coordination with electrical, information systems, and mechanical elements.

(4) Preparation of procurement documents with source data, item identification, color and finish schedules, and cost estimates. Documents will reflect current source data for procurement.

(5) Preparation of display books or boards showing layout diagrams, selected furniture and equipment, material and color samples. Perspectives or sketches may also be necessary to obtaining approval of the design scheme.

(6) Technical consultation during procurement, delivery, and placement, to assure receipt of specified and selected items, and completion and coordination of the overall design scheme.

7. **Design Requirements.** Preparation of project interior designs will coincide with the project design process described in AR 415-15. An interior design analysis will be prepared as part of the project design analysis required by ER 1110-345-700. Interior design drawings will likewise be prepared as part of the project drawings required by ER 1110-345-710.

a. **Concept Design.** During the concept design phase, those responsible for interior design will meet with representatives of the using activity and the building design team to determine the design concept. The design concept should meet the users functional, physical, and aesthetic needs as defined below.

(1) **Functional.** Achieve space planning layout which considers all furniture and equipment required to support the users operation. Related design issues include accessibility, privacy, safety, and health.

(2) **Physical.** Assure that environmental support systems such as electrical, lighting, mechanical,

information systems, and structure meet the users physical requirements.

(3) **Aesthetic.** Meet the users needs for aesthetic expression. Aesthetic needs are the physical interpretations of the users sociological and psychological needs. Design issues related to these needs include the use of light, color, and texture.

b. **Final Design.** Upon approval of the concept design, those responsible for design will develop the design concept in sufficient detail to assure successful execution. Building-related interior design is the detailed design and specification of building-related elements in the contract documents. Furniture-related interior design includes the detailed design and preparation of procurement documents.

8. Responsibilities.

a. **Planning Phase.**

(1) The using activity and installation will:

(a) Provide design and design review funds for furniture-related design, as indicated in paragraphs 10 and 11 of this regulation.

(b) Provide funds for procurement of furniture and equipment, and indicate these funds on DD Form 1391, as required by AR 415-15.

(c) Identify unique functional requirements related to the interior design of the facility.

(d) Identify existing furniture and equipment to be reused in addition to new furniture and equipment required.

(2) USACE MSC and district commands responsible for design will assist, on a reimbursable basis, in determining preliminary design requirements, indicated in paragraphs 8a(f)(c) and (d) above, during development of the planning and programming documents.

b. **Design Phase.**

(1) The designated representative of the using activity, having final approval authority for the project

will review and approve interior design in a manner that is compatible with the provisions of AR 415-15.

(2) USACE MSC and district commands will:

(a) Accomplish interior design services within the scope and methods described herein, and as stated in the programming documents and design directives.

(b) Assure that interior design services are coordinated with the architectural design and reflect the requirements of the using activity.

(c) Verify and validate the technical adequacy and professional quality of the interior design.

c. **Construction and Procurement Phases.**

(1) The using activity and installation have the following responsibilities regarding interior design:

(a) Procurement of furniture and equipment for delivery to coincide as closely as possible with beneficial occupancy of the building.

(b) Tracking of procurement to assure timely receipt of required furniture and equipment.

(c) Warehousing of furniture and equipment until it is required for placement in the building.

(d) Delivery, assembly, and placement of furniture and furnishings at the project site.

(e) Verification that furniture and equipment received meet specifications requirements.

(f) Establishment of a move in date for the user. This date should be coordinated with the USACE MSC or district command to assure adequate time to furnish the facility after it is released for beneficial occupancy.

(2) USACE MSC and district commands have the following responsibilities:

(a) Assure that appropriate information is provided to the using activity to fully describe the interior design intentions, and the maintenance and operational aspects of the building.

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(b) Establish beneficial occupancy date so that procurement of furniture and equipment by the using activity or by USACE may be scheduled for a timely delivery.

(3) When USACE provides furniture-related interior design services, the using activity or installation may request the following execution services from USACE on a reimbursable basis:

(a) Technical consultation during procurement, delivery and placement of furniture and equipment.

(b) Assistance in evaluating deviations from specified furniture and equipment to avoid installation of inferior or inappropriate furniture and equipment.

(c) Services in support of the using activities responsibilities indicated in paragraphs 8c(l)(a), (b), and (e) above including supervision of assembly and placement.

9. Methods of Accomplishment. Design and design work shall be accomplished by, or in consultation with professional interior designers and architects. Qualification of designers will be based on completion of a recognized program of academic training in interior design and demonstrated interior design

experience. When furniture-related services are provided, those services should be accomplished by the same designer providing the building-related services if possible. Methods for accomplishment of interior design may include in-house capability, Architect Engineer (A-E) contract, separate interior design service contract, or indefinite delivery contract for interior design services.

10. Funding. Project design funds will be used for building-related interior design services. Funds for furniture-related interior design services, including design reviews, will be provided separately by the using activity, except as indicated in paragraph 11 of this regulation.

11. Exception. Because the furniture-related interior design is critical to the operational effectiveness of living, administrative, and operational facilities, USACE encourages the use of furniture-related interior design services. USACE will provide furniture-related interior design services as an integral part of the building design without additional cost to the using activity for Category Codes 610, 310 & 171 and for DA Standard Design Packages with comprehensive interior designs. The using activity, however, must commit funds for the procurement of the furniture on the DD Form 1391 and request this additional service.

FOR THE COMMANDER:

3 Appendices
APP A - References
APP B - Definitions
APP C - Government Sources of Supply



WILLIAM D. BROWN
Colonel, Corps of Engineers
Chief of Staff

APPENDIX A
REFERENCES

1. Federal Acquisition Regulations (FAR).

a. Part 8, Required Sources of Supplies and Services.

b. Part 10, Specifications, Standards, and Other Purchase Descriptions.

2. Department of the Army.

a. AR 415-15, Military Construction, Army (MCA) Program Development.

b. AR 415-17, Cost Estimating for Military Programming.

3. U.S. Army Corps Of Engineers.

a. ER 1110-345-700, Engineering and Design, Design Analyses.

b. ER 1110-345-710, Engineering and Design, Drawings.

c. DG 1110-3-122, Design Guide for Interiors.

d. Architectural and Engineering Instructions (AEI), Design Criteria Issued by HQUSACE (CEMP-EA). Additional copies are available from HQUSACE (CEMP-EA), 20 Massachusetts Ave., N.W., Washington, DC 20314-1000.

e. Architectural and Engineering Instructions (AEI), Medical Design Standards, Issued by HQUSACE (CEMP-EM). Additional copies are available from HQUSACE (CEMP-EM), 20 Massachusetts Ave., N.W., Washington, DC 20314-1000.

APPENDIX B

DEFINITIONS

1. Building-related Interior Design. Design in support of installed building equipment and personal property fixed are an integral part of building-related interior design.

a. Installed Building Equipment. Construction elements of building-related interior design are defined as installed building equipment by Appendix H, Equipment Installation, of AR 415-15. They consist of items that are affixed or built into the facility and become an integral part of the facility. Installed building equipment is MILCON funded and is provided as part of the construction contract. Examples of installed building equipment associated with building-related interior design are listed in paragraph H-1 of AR 415-15.

b. Personal Property Fixed. Personal property fixed is defined by AR 415-15, Appendix H as capital equipment and other equipment of a movable nature that has been fixed in place or attached to real property, but may be severed or removed from buildings without destroying the usefulness of the facilities. Personal property fixed is normally funded as Other Procurement, Army (OPA), however, the utility support for this equipment is MILCON funded. Equipment installation may be funded by either fund source, and installation responsibilities must be defined in the contract documents.

c. Pre-wired Work Stations. Pre-wired work stations are a special area within personal property fixed.

(1) Physical Definition. The physical characteristics of a pre-wired work station should include posts, panels, partitions, wiring for electrical and information systems, task lighting, and partition hung components to support individual or group work efforts. Both panel to panel and post and panel systems are acceptable. Additional system components are ambient lighting and partition-supported files. Pre-wired work stations do not

include movable furniture and furnishings such as chairs, stand alone file cabinets, coat hooks, file trays, or similar accoutrements.

(2) Functional Definition. A pre-wired work station should, at a minimum, provide for the following functions:

(a) An acoustically treated enclosure defining the limits of an individual or a shared use work station.

(b) Adequate work surfaces to accommodate the individual's equipment, writing surface, and work layout surface.

(c) Storage space for individual files and supplies.

(d) Task lighting and electrical and information systems outlets to support the individual's equipment.

(3) Planning and Design. When pre-wired work stations are planned as an integral part of new construction or MILCON funded renovation they may be MILCON funded. To obtain MILCON funded pre-wired work stations, they must be justified and itemized on programming documents. Indicate number of work stations, unit cost and total cost as a line item under primary facility. Pre-wired work stations must also be itemized in Government estimates, and contractor pricing.

(4) Construction. MILCON funded pre-wired work stations will be provided by the construction contractor based on project drawings and specifications. When the contractor provides pre-wired work stations, the provisions of the FAR that apply to construction are applicable.

2. Furniture-related Interior Design. Elements associated with furniture-related interior design are defined as personal property moveable by Appendix H of AR 415-15. Elements associated with furniture-

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related interior design consist of capital equipment and other equipment of a movable nature. Personal property is generally mission specific and can be separated from the building without destroying its use for another function. Personal property should be financed from Operations and Maintenance, Army (OMA) or Other Procurement, Army (OPA) funds, depending on the investment threshold.

a. Physical Definition. Items associated with furniture-related interior design include, but are not limited to, the following items:

(1) **Furniture.** Including Desks, Tables, Chairs, Sofas, Ergonomic Seating, Free Standing and Mobile Storage, Free Standing Acoustical Screens, and Modular and Automated Data Processing (ADP) Furniture.

(2) **Furnishings.** Including Art Work, Curtains, Draperies, and Rugs.

(3) **Mission Equipment.** Including Computers, ADP, Medical and Dental, Organs and Pianos, Simulators and Training Aids, Printing, Photographic, and Shop Equipment.

b. Planning and Design. Users should provide OMA or OPA funding for furniture, furnishings, equipment and for the associated installation costs. When furniture-related interior design is requested as part of a MILCON project, furniture and furnishings should be itemized on DD Form 1391 and Government estimates. DD Form 1391 should indicate furniture requirements in Section 13, and furniture cost itemized in Section 2G.

c. Procurement. Procurement of furniture and furnishings is considered Government procurement, and the provisions of FAR Parts 8 and 10 apply. See Appendix C for Government Sources of Supply. When systems furniture is provided as part of an OMA funded renovation project or a reconfiguration, it is to be procured as furniture.

PROCUREMENT PROCEDURES FOR FURNITURE

- A. THE MISSION-COMPREHENSIVE INTERIOR DESIGN PACKAGE
- B. PRIORITIES FOR USE OF GOVERNMENT SUPPLY SOURCES IN ACCORDANCE WITH FEDERAL ACQUISITION REGULATION 8.001.
 - AGENCY INVENTORIES
 - EXCESS FROM OTHER AGENCIES
 - FEDERAL PRISON INDUSTRIES
 - COMMITTEE FOR PURCHASE FROM THE BLIND AND OTHER SEVERELY HANDICAPPED
 - GSA STOCK PROGRAMS (DEFENSE LOGISTICS AGENCY, DEPARTMENT OF VETERANS AFFAIRS, MILITARY INVENTORY CONTROL POINTS.
 - MANDATORY FEDERAL SUPPLY SCHEDULES
 - OPTIONAL USE OF FEDERAL SUPPLY SCHEDULES
 - COMMERCIAL SOURCES
- C. PROCURING FROM THE FEDERAL PRISON INDUSTRIES, REQUESTS FOR WAIVER.
- D. GSA STOCK PROGRAMS
- E. PROCUREMENT FROM FEDERAL SUPPLY SCHEDULES
 - COMPETITION REQUIREMENTS
 - MAXIMUM ORDER LIMITATIONS
- F. PROCUREMENT FROM OPEN MARKET SOURCES
 - UNDER \$25,000, REQUEST FOR QUOTATIONS
 - OVER \$25,000, INVITATION FOR BID (IFB'S)
- G. SPECIFICATIONS
- H. COMMUNICATION

APPENDIX C

GOVERNMENT SOURCES OF SUPPLY

1. **Priority of Sources.** FAR, Part 8.001, indicates the order of preference for acquisition of supplies and services for the Federal Government.

2. **Federal Prison Industries (FPI).** FPI is a mandatory source of supply and should be considered in accordance with the requirements of FAR, Part 8.6. A furniture catalog and other product information are available from UNICOR, Federal Prisons Industries, Inc., 320 1st Street, N.W., Washington, DC 20534.

3. **General Services Administration (GSA).** The use of Federal Supply Schedules is optional for Department of Defense agencies. GSA schedules do provide a wide selection of furniture and furnishing products. GSA Federal Supply Service source information is available through the Centralized Mailing Lists Services (CMLS), P.O. Box 6477, Fort Worth, TX 76115.

WAIVER REQUEST PROCEDURE

In accordance with Title 18, U.S.C., Sec. 4124(a) and Federal Acquisition Regulations subpart 8.6, Federal Prison Industries, Inc. (UNICOR) has a mandatory preference for supplies listed in its "Schedule of Products." When an ordering office wishes to purchase supplies listed in the "Schedule" from sources other than UNICOR, it will submit a request for waiver to the Customer Service Manager, Federal Prison Industries, Inc. (UNICOR). The request will be directed as follows:

Federal Prison Industries, Inc.
320 First St., N. W. (ACACIA)
Washington, DC 20534
Attn: Customer Service Manager

Telephone: 1-800-827-3168
Facsimile: 202-628-1597

Federal Prison Industries, Inc. (UNICOR) will consider requests for waivers based on documented disparities in price, inability to meet reasonable delivery dates, and disqualifying variations in function and "match." Requests will be considered in connection with the standards set out in its Waiver Policy. UNICOR has attempted to set out with the greatest degree of objectivity the standards that it applies in making decisions on waivers. While there must inevitably be some discretion exercised in these decisions, UNICOR will always give careful consideration to a customer's request. It is guided in all its decisions by its commitment to "Total Customer Satisfaction."

A. Requests shall contain the following information:

1. As complete a description as possible of the required items: e.g., National Stock Number, descriptive literature such as cuts, illustrations, drawings, and brochures that explain the characteristics and/or the construction. When applicable, e.g., items built to a military or Federal specification, a complete technical data package should be submitted.
2. Quantity required, price of preferred item and required delivery date.
3. In situations where the waiver request is based on functional differences, a comparison of the functional differences between the requested item and the "schedule" item should be provided identifying as a minimum:
 - (a) inadequacies of the "schedule" item to perform the required functions; and
 - (b) economic, or other advantages of the item requested.
4. Estimated annual usage or future need for similar items or a statement that the requirement is nonrecurring and no future need is anticipated. Indicate if this or similar items have previously been purchased from UNICOR.

B. UNICOR delivery schedules are consistent with delivery schedules for comparable items appearing on General Services Administration Federal Supply Schedules (FSS). Where schedules for comparable items do not exist, deliveries are consistent with good commercial practices. In the event that delivery times shorter than normally available from the FSS or commercial sources are required, certification, in writing from the contracting officer must be provided stating the reason for the shorter delivery requirement.

C. All factors are considered when a determination is made. This includes customer needs, current factory loading and future requirements. Each request is evaluated on its own merits. UNICOR policy does not permit blanket waivers but evaluates each request on a case-by-case basis considering, primarily, the needs of the customer.

D. Appeals to waiver denials can be made by forwarding reasons for the appeal to the Customer Service Manager by letter. Please note in your transmission that this is an appeal and reference the original waiver identification number. Appeals should be transmitted no later than 30 days after receipt of the original decision.

E. Every attempt will be made to respond to waiver requests and appeals within five (5) working days of receipt.

F. Ordering offices should not initiate action to acquire similar items from sources other than UNICOR until a request for waiver is approved.

To check the status of your request or to inquire about prices, delivery, order status or other concerns please call the UNICOR Customer Service Hotline:

1-800-827-3168

FAC 90-7 SEPTEMBER 23, 1991

PART 8—REQUIRED SOURCES OF SUPPLIES AND SERVICES

8.404-1

8.403 Types of Federal Supply Schedules.

8.403-1 Single-award schedules.

Single-award schedules cover contracts made with one supplier at a stated price for delivery to a geographic area as defined in the schedule. Most schedules contain all information necessary for placing orders. Some schedules specify that contractor catalogs must be used for additional ordering information to aid in the selection of fabrics, colors, and similar variables.

8.403-2 Multiple-award schedules.

Multiple-award schedules cover contracts made with more than one supplier for comparable supplies and services. Contracts are awarded to suppliers of the same generic types of items at varying prices for delivery within the same geographic area. Contractor catalogs and pricelists must be used with the schedules to prepare delivery orders. The catalogs and pricelists contain information such as item descriptions, prices and discounts, order limitations, and delivery.

8.403-3 New Item Introductory Schedule.

The New Item Introductory Schedule (NIIS) provides the means to introduce new or improved products into the Federal Supply System. The schedule lists brand names of products available from various suppliers. With the exception of GSA, the only mandatory user of this schedule, Federal agencies and agencies authorized by law or agreement may use the NIIS on an optional basis. Ordering offices must use contractor catalogs and pricelists with the schedule to prepare delivery orders.

8.403-4 International Federal Supply Schedule.

(a) The International Federal Supply Schedule (IFSS) provides sources of supply (supplies and services) at reasonable prices to U.S. Government activities located overseas. The use of the schedule is mandatory only on GSA.

(b) The schedule is divided into two sections. Section A includes those items which were awarded under sealed bid procedures, while Section B covers items that were awarded under negotiated procedures.

(c) Ordering offices need to review the information in the schedule and any applicable contractor's catalogs/price lists to ensure the proper placement of orders. Orders are placed directly with the contractors.

(d) Ordering offices shall forward copies of any orders (at the time the orders are issued) to the contracting office designated in the IFSS.

* 8.404 Using schedules.

(a) The planning, solicitation, and award phases of Federal Supply Schedules comply with FAR requirements.

Consequently, contracting officers need not seek further competition, synopses the solicitation or award, determine fair and reasonable pricing, or consider small business-small purchase set-aside procedures when placing an order under a Federal Supply Schedule.

(b) Before soliciting commercial sources, executive agencies shall determine if the required supplies or services, or similar supplies or services fulfilling the same purpose, are available from schedules (see FPMR 101-26.4). If so, the ordering office shall proceed in accordance with the procedure of 8.404-1 or 8.404-2, as appropriate.

(c) In the case of mandatory schedules, ordering offices shall not (1) solicit bids, proposals, quotations, or otherwise test the market solely for the purpose of seeking alternative sources to Federal Supply Schedules; or (2) request formal or informal quotations from Federal Supply Schedule contractors for the purpose of price comparisons.

8.404-1 Mandatory use. See Deviation per AL-91-7

Schedules identify executive agencies required to use them as mandatory sources of supply. The single-award schedule shall be used as a primary source and the multiple-award schedule as a secondary source. The following are exceptions to the mandatory-use requirement:

(a) *Urgent requirements.* When an ordering office requires supplies or services with a shorter delivery time than specified in the schedules, and time permits, the ordering office shall request the contractor by letter, telegram, mailgram, or telephone conversation (confirmed in writing) to state the best delivery time that can be met under the circumstances and subject to all other terms and conditions of the schedule contract. The contractor shall be instructed to reply to the inquiry within not more than 3 workdays after receipt, by the same or a faster communications medium than the one by which the inquiry was received. If the contractor offers accelerated delivery acceptable to the ordering office, orders shall obligate the contractor to make the shorter delivery under all other terms and conditions of the contract. When the contractor fails to reply, or the best delivery time does not meet the ordering office's requirements, use of the schedule is not mandatory.

(b) *Small requirements.* Dollar or quantity minimums are established for most schedules, below which ordering offices are not obligated to order and contractors are not obligated to accept orders. Ordering offices may submit orders below established minimums, subject to the contractor's acceptance. Once an order is accepted, the contractor is obligated to perform according to all the terms and conditions of the contract. Some schedules require the contractor to accept orders below the dollar or quantity minimum, but authorize the contractor to include a service charge up to a certain dollar amount. In these cases, the

FAC 90—5 JULY 25, 1991

PART 8—REQUIRED SOURCES OF SUPPLIES AND SERVICES

8.405-4

8.405 Ordering office responsibilities.

Ordering offices shall place orders directly with contractors and shall perform contract administration on individual orders. Ordering offices should deal directly with contractors concerning contract performance (see 41 CFR 101-26.403-1).

* **8.405-1 Ordering from multiple-award schedules.**

When ordering from multiple award schedules, ordering offices shall use the procedures set forth below. When these procedures are followed, orders placed against schedules will result in the lowest overall cost alternative to meet the needs of the Government. —

(a) Orders should be placed with the schedule contractor offering the lowest delivered price available. The ordering office shall review the schedule price lists that are reasonably available at the ordering office. Where the ordering office has available fewer than three price lists from current schedule contractors that offer the required items, the ordering activity shall obtain additional price lists from schedule contractors listed in the GSA schedule for the required items. The ordering office shall fully justify in the contract file orders for a line item exceeding the price reasonableness verification threshold at 13.106 placed at other than the lowest price identified in its review. Justification for ordering a higher priced item may be based on such considerations as—

- (1) Delivery time in terms of actual need that cannot be met by a contractor offering a lower price;
- (2) Specific or unusual requirements such as differences in performance characteristics;
- (3) Compatibility with existing equipment or systems;
- (4) Trade-in considerations that favor a higher priced item and produce the lowest net cost; and
- (5) Special features of one item not provided by comparable items that are required in effective program performance.

(b) When two or more items at the same delivered price will meet an ordering office's needs, the ordering office shall give preference to the items of small business and/or labor surplus area concerns by following the order of priority in 14.407-6 for equal low bids.

(c) When a schedule lists both foreign and domestic items that will meet the ordering office's needs, the ordering office shall apply the procedures of Part 25, Foreign Acquisition.

(d) If an item available from a multiple-award schedule is ordered from the schedule contractor at a price lower than the schedule price, the ordering office shall notify the schedule contracting office within 10 days.

8.405-2 Order placement.

Ordering offices may use Optional Form 347, or an agency-prescribed form, to order items from schedules and

shall place orders directly with the contractor within the limitations specified in each schedule. Orders shall include, at a minimum, the following information in addition to any information required by the schedule:

- (a) Complete shipping and billing addresses.
- (b) Contract number and date.
- (c) Agency order number.
- (d) F.o.b. delivery point; i.e., origin or destination.
- (e) Discount terms.
- (f) Delivery time.
- (g) Special item number or national stock number.
- (h) Brief, complete description of each item (when ordering by model number, features and options such as color, finish, and electrical characteristics, if available, must be specified).
- (i) Quantity and any variation in quantity.
- (j) Number of units.
- (k) Unit price.
- (l) Total price of order.
- (m) Points of inspection and acceptance.
- (n) Other pertinent data; e.g., delivery instructions or receiving hours and size-of-truck limitation.
- (o) Marking requirements.
- (p) Level of preservation, packaging, and packing.

8.405-3 Inspection and acceptance.

(a) Consignees shall inspect supplies at destination except when—

- (1) The schedule provides for the schedule contracting agency to perform source inspection (in this case, the schedule will indicate that mandatory source inspection is required); or
- (2) A schedule item is covered by a product description, and the ordering office determines that the schedule contracting agency's inspection assistance is needed (inspection assistance may be based on the ordering volume, the complexity of items, or the past performance of the supplier).

(b) When the schedule contracting agency performs the inspection, as specified in the schedule, the ordering office will provide two copies of the order specifying source inspection to the schedule contracting agency. The schedule contracting agency will notify the ordering office of acceptance or rejection of the supplies.

(c) Material inspected at source by the schedule contracting agency, and determined to conform with the product description of the schedule, shall not be reinspected for the same purpose. The consignee shall limit inspection to quantity and condition on receipt.

(d) Unless otherwise provided in the schedule, acceptance shall be conclusive except as regards latent defects, fraud, or such gross mistakes as amount to fraud.

8.405-4 Delinquent performance.

When the contractor fails to perform on the order, the