

DSHS LEASED SPACE REQUIREMENTS ADDENDUM

This document contains general information and performance standards for State leased facilities occupied by the Department of Social & Health Services (DSHS).

Revisions to this document will be approved and issued by DSHS in the form of version sequences, the first being Version 1.0.

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GENERAL INFORMATION

1.0 INTRODUCTION

1.0 PURPOSE

The following addenda items are supplementary directives to the 1.0 Edition of "Leased Space Requirements" (LSR's) by Department of Enterprise Services (DES), and are endorsed by Department of Social & Health Services (DSHS). They are incorporated herein as part of the drawing & specification approval package for this project, and the Lessor is required to comply with all requirements and directives delineated in its content. The specific items contained herein take the place of the referenced or corresponding sections of Leased Space Requirements and DES New Space Addendum. For New Space Only projects, all items contained in this Addendum are considered Basic Requirements of the project and shall be accomplished at the sole cost and expense of the Lessor.

1.1 ORGANIZATION

This ADDENDUM is organized to follow DES' LSR's format.

Addendum to Specifications: This section uses the Construction Specifications Institute's (CSI) 32 division format for describing the minimum standards and performance requirements for all procedures, materials, and systems used in the leased space and follows LSR.

ADDENDA

00 00 00 ADDITIONAL REQUIREMENTS

00 10 00 LUNCH ROOMS (Social Hubs)

For New Space Only – Provide minimum 1 social hub/lunch room per floor. Each lunch room shall have cabinetry to consist of: Storage for cleaning and coffee supplies, plates, cups, and utensils; an accessible counter with a full size stainless steel sink, faucet, hot water dispenser, paper towel dispenser and soap dispenser; space for a full size refrigerator, and microwave. Provide as specified in Sections 06 41 00, 10 28 00, 22 30 00 and 22 40 00.

00 20 00 COFFEE BARS

Facilities over 10,000 sf provide (1) coffee bar for every 10,000 sf of leased space.

Each coffee bar shall have cabinetry to consist of: Storage for cleaning and coffee supplies, plates, cups, and utensils; an accessible counter with a full size stainless steel sink, faucet, hot water dispenser, paper towel dispenser and soap dispenser; space for a full size refrigerator and microwave.

01 00 00 GENERAL REQUIREMENTS

01 32 00 CONSTRUCTION PROGRESS DOCUMENTATION

1.1 GENERAL – Project Meetings and Inspections

Provide an itemized construction schedule, including critical milestones, action items and completion dates. A complete “Critical Path” (CPM) schedule shall be provided for all new construction projects and alterations. In addition, provide a detailed three-week “look ahead” schedule, updated on a bi-weekly basis throughout the course of each project.

06 00 00 WOOD, PLASTIC AND COMPOSITES

06 20 00 FINISH CARPENTRY - See LSR’s SECTION 06 20 00, 1.4, pg. 18.

1.4 CHAIR RAIL

The height should be field verified and approved by the DSHS Facilities Project Manager. Install on all (4) walls in all meeting rooms: Lobby, Conference, Breakout, Hotel/Focus, Interview, and Phone rooms.

08 00 00 OPENINGS

08 70 00 HARDWARE

08 71 00 ACCESS CONTROL HARDWARE – See LSR’s SECTION 08 71 00, pg. 24

AUTOMATIC OPERATORS -

IN NEW SPACES ONLY - Provide at the main lobby entrance, at door from public space to employee space, and at all restrooms, (1) set of ADA push button automatic opening devices, to be approved by DSHS Facilities Project Manager.

09 00 00 FINISHES – See LSR’s SECTION 09 00 00, 1.2, pg. 28.

1.2 At drinking fountain walls, provide a rigid waterproof material to 48” high or higher to align with the top of the water fountain/bottle filler station and extend a minimum of 18” on each side of the fountain.

09 51 00 ACOUSTICAL CEILINGS

1.1 NON-FIRE-RATED TILE – See LSR’s SECTION 01 51 00, 1.1, pg. 28

FOR NEW SPACE ONLY – Provide a minimum of 0.70 NRC/40 CAC is required, Armstrong Fine Fissure or USG Omni Radar High NRC/ High CAC; USG Omni Radar Open Plan is acceptable (.75NRC/35CAC) or equal.

09 81 00 ACOUSTIC INSULATION – See LSR’s SECTION 09 81 00, pg. 32

All walls will have sound attenuation batts. The following will require continuous batt insulation above the ceiling tile (2’ on each side of the wall): all Offices, Hotel/Focus, Breakout, Conference, Parents, and Phone rooms.

10 00 00 SPECIALITIES

10 10 00 INFORMATION SPECIALTIES

10 14 00 SIGNAGE - See LSR’s SECTION 10 14 00, 1.5, pg. 33.

1.5 ROOM SIGNS

Coordinate signage location and appropriate room identification system with the Lessee and the DSHS Facilities Project Manager prior to fabrication. Verify with the Lessee the exact wording to be used on all signs. Provide a submittal for approval by DSHS Facilities Project Manager prior to ordering.

10 20 00 INTERIOR SPECIALTIES

10 26 13 CORNER GUARDS – (See LSR’s SECTION 10 26 13, pg. 34.)

Provide heavy duty plastic corner guards at all outside corners, minimum of 1” legs, mounted from the top of the rubber base to approximately 48” AFF. Provide a submittal for approval by DSHS Facilities Project Manager.

10 28 00 TOILET, BATH AND LAUNDRY ACCESSORIES – See LSR’s SECTION 10 28 00, pg. 35

1.7 PAPER TOWEL DISPENSERS

FOR NEW SPACE ONLY – Provide automated paper towel dispensers, to be approved by DSHS Facilities Project Manager.

1.9 MIRRORS

Provide an (1) additional full-length mirror for each shower room, per ANSI 1170a. Plate glass with stainless steel trim; do not install on back of the door.

1.12 LOCKERS

Provide (1) double tier 12” x 12” x 36” 6 door locker for each shower room. Lockers must be securely anchored to the floor or wall. Provide shop drawings or subcontractor submittals for approval by DSHS Leased Facilities Project Manager.

10 28 19 TUB AND SHOWER ENCLOSURES – See LSR’s SECTION 1.1, pg. 34.

1.2 CLOTHES HOOKS

Provide (3) water resistant clothes hooks for each shower, (1) inside and (2) outside shower curtain.

12 00 00 FURNISHINGS

12 20 00 WINDOW TREATMENTS

1.2 WINDOW BLINDS

In addition to the LSR’s provide metal horizontal louver blinds at all interior windows and side-lights.

22 00 00 PLUMBING

22 40 00 PLUMBING FIXTURES

22 40 10 PLUMBING ACCESSORIES

Provide the total number of plumbing fixtures required by code based on the project's leased square footage. Client fixtures shall be located in separate restrooms from the employee restrooms. There may be circumstances where the actual fixture count exceeds the code requirements.

FOR NEW SPACE ONLY - In addition to code required restrooms provide the following:

- (1) universal employee restroom - which can be used to fulfill (1) of the wc/lav requirements
- (1) universal client restroom
- (1) universal shower room per 20,000 sf.

22 47 00 DRINKING FOUNTAINS AND WATER COOLERS

IN NEW SPACE ONLY: provide (1) bottle filling drinking fountain per floor. A second bottle filling drinking fountain should be provided when the square footage exceeds 20,000 sf per area.

Specification: Elkay LZSTL8WSLK Water Refilling Station, Bi-Level Reversible, W/Filter or equal.

26 00 00 ELECTRICAL

26 05 00 COMMON WORK RESULTS FOR ELECTRICAL

1.1 GENERAL

Provide one (1) new standard-power fourplex receptacle or two (2) new standard-power duplex receptacles for each 75 square feet of leased space, with a maximum of 6 duplex receptacles per circuit. One of the duplex receptacles shall be colored white or ivory (for general purpose use), and the other adjacent duplex receptacle shall be colored gray (for computers only).

26 05 33 RACEWAY AND BOXES FOR ELECTRICAL SYSTEMS

CIRCUITING GUIDELINES (See LSR's SECTION 26 00 00, pg. 45).

1. Assume a maximum of **six (6)** computers each, with up to (3) LCD monitors each, shall be connected to a single 20A circuit.
2. One 20A circuit shall supply a maximum of **four (4)** private offices. One of the duplex receptacles shall be colored white or ivory (for general purpose use), and the other adjacent duplex receptacle shall be colored gray (for computers only).
3. One dedicated 20A circuit shall supply conference rooms smaller than 140sf. Two dedicated 20A circuits shall supply conference rooms sized 140 to 300sf. Additional circuits shall be provided for audio-visual (AV) or similar equipment.
4. Dedicated circuits shall be provided for copiers, kitchen appliances and other specified equipment.

5. Provide cleaning/maintenance duplex receptacles throughout all areas spaced at a maximum of 40 feet. Connect six receptacles per circuit.

CONTROLLED RECEPTACLES (See LSR’s SECTION 26 00 00, pg. 45).

One of the duplex receptacles shall be colored white or ivory (for general purpose use), and the other adjacent duplex receptacle shall be colored gray (for computers only). Do not “cross-circuit” different colored receptacles.

POWERED SYSTEMS FURNITURE (See LSR’s SECTION 26 00 00, pg. 45).

Provide four (4) circuits for a maximum of sixteen (16) workstations. One of the receptacle circuits shall be controlled per the Washington State Energy Code, the other three shall non-controlled. This guideline is based on two duplex receptacles per workstation; (1) controlled (labelled) (1) non-controlled. Provide one controlled circuit to connect to up to (16) workstations. Provide one non-controlled circuit for up to six (6) workstations. Ensure that the furniture manufacturer’s specifications are adhered to for circuiting.

27 00 00 COMMUNICATIONS

27 20 00 DATA COMMUNICATIONS

1.2 CODES AND STANDARDS

The telecommunications distribution system (pathways) and telecommunications rooms (spaces) shall be provided in compliance with Chapter 19.28.410 Revised Code of Washington, Chapter 296-46B-010 Washington Administrative Code, and the following mandatory standards:

- A. NFPA-70 National Electrical Code (NEC)
- B. ANSI\TIA\EIA 568-D series, Commercial Building Telecommunications Cabling Standard
- C. ANSI\TIA\EIA 569-D, Commercial Building Standard for Telecommunications Pathways and Spaces
- D. ANSI\TIA\EIA 606-C, Administration Standard for Commercial Telecommunications Infrastructure
- E. ANSI/TIA-607-C, Commercial Building Grounding (Earthing) and Bonding Requirements For Telecommunications.

1.3 DEFINITIONS

- A. Main Telecommunications Equipment Room (ER\LAN). This room contains the tenant agencies computer network equipment and telephone system, and may also serve as the entrance facility and point of demarcation for the telephone company services. The tenant agencies telecommunications cabling originates in this room for distribution through the tenant spaces.

- B. Telecommunication Room (TR) - A room that is used to interconnect backbone cabling from the LAN Room to individual cables that route to work area outlets on the floor. The TR will also contain computer network equipment needed to distribute to that floor. Generally, each floor will have its own TR. The LAN Room and TR may be combined.
- C. Work Area – An office, cubicle, room, desk, or other location where people will need telephone and/or computer connections to do their work.

1.4 MAIN TELECOMMUNICATIONS EQUIPMENT ROOM (ER\LAN Room) (See LSR’s SECTION 27 00 00, 1.3 Voice/Data Distribution Room)

Provide one LAN Room per building. The LAN ROOM shall be constructed and provisioned in conformance with 1.2.C above, and as follows:

- A. The LAN ROOM shall be located to restrict access to authorized personnel only.
- B. The LAN ROOM shall be sized to provide 0.75 sq. ft. of LAN Room space for each 100 sq. ft. of work area space. Minimum LAN Room size shall be 150 sq. ft.
- C. The LAN Room ceiling height shall be a minimum of 8 feet without obstructions and should have an Acoustic Ceiling Tile.
- D. The LAN Room floor and walls shall be sealed to reduce dust.
- E. The LAN Room lighting shall be a minimum of 500 lx (50 foot-candles), measured 3 feet above the floor.
- F. The LAN Room door shall be a minimum 36 inches wide and 80 inches high. The door shall be fitted with a lock and electrified hinge for DSHS’ EBAS system. There shall be a route from the LAN Room to the exterior of the building with all doors the same size or larger to facilitate the movement of equipment.
- G. The LAN Room floor shall accommodate a minimum distributed load of 100 lbs. per sq. ft., and a minimum concentrated load of 180 lbs. per sq. ft.
- H. The LAN Room shall be provided with HVAC on a 24 hours-per-day, 365 days-per-year basis. The LAN Room temperature and humidity shall be controlled to provide a continuous operating range of 64 to 81 degrees F with a maximum of 60% relative humidity.
- I. The LAN Room shall have convenience power outlets located on the walls per the NEC. In addition, the LAN Room shall have dedicated power circuits for electronics equipment as follows:
 - Two 30-amp outlets with an L5-30R receptacle to power the state provided UPS equipment, to be brought to the State provided racks in the ceiling above, as shown on the drawings.
- J. The LAN Room shall be equipped with a Telecommunications Bonding Backbone (TBB) cable. The TBB shall be connected to the building main electrical system grounding electrode with a

minimum size #6 AWG stranded copper ground cable. The TBB ground cable gauge shall be selected based on cable length per 1.2.F above. The TBB shall be installed with a minimum of 20 feet of slack cable coiled in the LAN Room.

1.5 TELECOMMUNICATIONS DISTRIBUTION PATHWAYS (See LSR's SECTION 27 20 00 , 1.4)

Additionally provide the following:

- A. For each wall outlet location, provide a 4" X 4" outlet box with a single gang mud ring, and a 1" conduit to the accessible ceiling area. Each conduit shall have a pull string installed.
- B. Provide appropriately sized conduits or conduit sleeves from the LAN Room to the accessible ceiling area serving the work areas. Telecommunications conduits shall have no more than two 90 degree bends, or a total of 180 degrees of bend, without an accessible pull box.
- C. All telecommunications distribution pathways shall be installed in dry locations as defined in NFPA-70, Article 100.
- D. The integrity of all firestop assemblies shall be maintained when penetrated by cable pathways.
- E. Pathways shall be arranged and installed to maintain the minimum separation from other conductors as defined in NFPA-70, Article 800.133.
- F. Surface mounted raceways used to accommodate modular furniture shall be sized per 1.5.B above. Surface mounted raceways shall be manufacturer standard products certified as raceways for high performance data cabling: Wiremold, Panduit, or equivalent.

END OF DSHS ADDENDUM