

**GUIDANCE**  
August 1, 2011

**I. PROGRAM REQUIREMENTS**

Refer to the project-specific Schedule of Spaces for student stations, square footage, and for any requirements that may differ from the prototype requirements listed below:

- 1 Reception/Secretarial Area
- 8 Offices
- 1 Records Room
- 1 Success Lab
- 1 Conference Room

**II. PROGRAM FURNITURE AND EQUIPMENT**

Refer to the Furniture and Equipment List for Owner-provided furniture and equipment.

**III. SPECIAL CONSIDERATIONS**

**1. Heating/Ventilation/Air Conditioning**

Standard, in accordance with the General Design Requirements section.

**2. Acoustical**

Standard, in accordance with the General Design Requirements section.

**3. Floor**

Provide carpet in the Offices, and Conference Room.  
Provide standard flooring elsewhere, in accordance with the General Design Requirements section.

**4. Walls**

Walls are to extend to the deck above at all Offices.  
Provide the appropriate fire or smoke rating at the Records Room.

**5. Ceiling**

Standard, in accordance with the General Design Requirements section.

**6. Lighting**

Standard, in accordance with the General Design Requirements section.

**7. Windows**

Provide a window in the Reception/Secretarial Area to provide students with a view into the space.

**8. Doors**

Standard, in accordance with the General Design Requirements section.

**9. Water**

Not applicable

**10. Communications**

Provide a clock, speaker and intercom handset in the Success Lab.

Provide a clock and speaker (no intercom handset) in each Office and in the Reception/Secretarial Area.

Provide a data outlet with adjacent power outlet in each Office and in the Reception/Secretarial Area, in accordance with the General Design Requirements section and SDHC standards.

Provide data outlets, number as required, with adjacent power outlets in the Success Lab, in accordance with SDHC standards.

Provide a TV bracket with DVD/VCR bracket, CCTV jack, and adjacent power outlet in the Conference Room, in accordance with SDHC standards.

**11. Electrical**

Standard, in accordance with the General Design Requirements section.

**12. Gas and Air**

Not applicable

**13. Safety**

Standard, in accordance with the General Design Requirements section.

**14. Fencing**

Not applicable

**15. Service Drives**

Not applicable

**16. Parking**

Not applicable

**17. Contractor-Provided Equipment and Casework**

Not applicable

**18. Contractor-Provided Instructional Aids**

Success Lab

Provide a 4' wide x 4' high markerboard with a 4' wide x 4' high tackboard on one (1) side, bottom to be mounted 36" above the floor.

Provide a wall-mounted audio-visual projection screen, approximately 70" x 70", centered over the markerboard.

**19. Other Considerations**

Provide interior access from the Guidance area to the Administration area to facilitate shared use of Storage Rooms, Conference Room and Staff Toilet Rooms.

The Guidance area is to be accessible to students from a covered walkway.

# SPACE RELATIONSHIPS

