

Project Name:	College:
Final Issued Date:	
General Project Information	
(fill out this page only once for the entire projec	t)
Describe the overall nature or function o	f this project:
Where is the project's proposed location	?
(draw or describe, or attach a copy of campus plan or a	
	cal or functional relationship or linkages to any other blease describe what the linkages are and to what other
What is the requested date for initial ope	ration?
Does this project add new square footag existing space is being vacated, what will	e area to the college? If so, approximately how much? If Il it be used for?
	o the college, what other alternatives were considered? Is Could underutilized or mis-utilized space be remodeled s project?

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What is the estimated or budgeted capital cost and source of capital funds?
Describe the impact on the college's operational budget? (Include a detailed estimate of incremental staffing and operational costs- attach as separate sheets as needed)
Does this project generate new/additional FTSE, and if so, please estimate how much each year over the next five to ten years?
Is there any "private business use" anticipated, planned or known for the project (that is, use of the facility or any of its infrastructure, such as technology) at this time? If so, please provide a brief explanation, including the nature and duration of the expected use. "Private business use" is defined as either direct or indirect use in a trade or business carried on by any person or business (including a non-profit organization) other than Maricopa Community Colleges. Examples could include private bookstores or cafeterias, joint agreements with private educational institutions, leasing excess space to private persons, joint funding of the project with a private person, etc.

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Project Mission, Goals and Owner's Project Requirements

(fill out this page only once for the entire project)

What are the expectations of how this facility will be used and operated over its lifetime? Try to establish and clarify overall goals, involving everyone who will use or be responsible for supporting the project.

How does this project relate to and fulfill the college's mission statement and goals?

What are the College President's goals and vision for this project?

(This can/should address anything from function, utility, appearance, technology, image, and importance to the community/college/users, etc.)

Please identify major stakeholders in this project to assure that everyone's input is received.

(As applicable, provide the individual or group name and if a group, the lead person responsible to respond on behalf of the group.)

College Administration/College Leadership: <name>

User Department(s):

<name>

<name>

<name>

<name>

<name>

Facilities/Maintenance and Operations: <name>

College Information Technology: <name>

College Instructional Technology (if different than general IT): <name>

College Safety: <name>

Occupational Education: <name>

Other users or outside vendors/parties:

<name>

<name>

Student Representatives, if appropriate:

<name>

<name>

General community:

<name>

<name>

What are the facility user/occupant's high level goals and priorities for the project?

(This can/should address anything from function, utility, appearance, technology, image, and importance to the community/college/users, etc.)

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What are the critical attributes that this project must meet in the next three to five years to be considered a success?
What are the metrics ('measureable performance criteria") and operational criteria that will be used throughout the life of the project to measure its success for: Instruction:
Operations and Maintenance:
Please list any constraints, limitations, challenges or issues that could hinder the success of the project. ("Is there an unstated elephant in the room?")
List any known challenges, questions or issues that remain unresolved? Are there any "no consensus" items?
In about three years, this project will be open. The local newspaper wants to do a front-page story on the project after visiting it. What will the headline read? This is a playful exercise, but reaches for the key visions that we will look for in this project to make it a success. Please provide a couple of headlines from different stakeholders: the college administration (president, deans, etc.), Building Committee chair, the department chair(s) whose department(s) will use the project, from the faculty who will use the project

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Education Specifications (ed specs) are intended to convey your requirements, goals, needs and desired end results to the design team. They are not intended to provide a preferred or final design. Please avoid designing specific spaces or the building as part of your ed specs work. Let's allow our design team the opportunity to work with you, to understand your needs and desires, and then apply their expertise to produce the design that will meet your requirements. If smaller sketches help you to explain the needs and relationships, etc., by all means include them. Thanks!

List all of the specific areas and approximate requested square footage (for the entire proporoject): Area description/room name Number of Requested area (sq. Current	ent area (s
Area description/room name Number of Requested area (sq. Current	ent area (s
roject): Area description/room name Number of Requested area (sq. Current	ent area (s
roject): Area description/room name Number of Requested area (sq. Current	ent area (s
roject): Area description/room name Number of Requested area (sq. Current	ent area (s
roject): Area description/room name Number of Requested area (sq. Current	ent area (s

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Relationship diagram

(fill out this section for ONCE for the project including each department or group that will use or occupy

the facility)			
Department:		By:	
Sample symbols to use: Write the n	ames of the rooms/areas within the cir	cles	
$\bigcirc \bigcirc \bigcirc \bigcirc$	\bigoplus	\bigcirc	$\bigcirc \$
Overlapping circles or connected Areas that are closely related physically or functionally	Double line connection Primary or most important relationship	Circles separated Areas are not related	Circles separated by a line Areas MUST be separated (describe the nature of the separation: distance, acoustic, etc.)
Use arrows to show of movement of people or mater			,

Draw a bubble diagram or create a chart showing the relationship between areas or rooms/uses within your department.

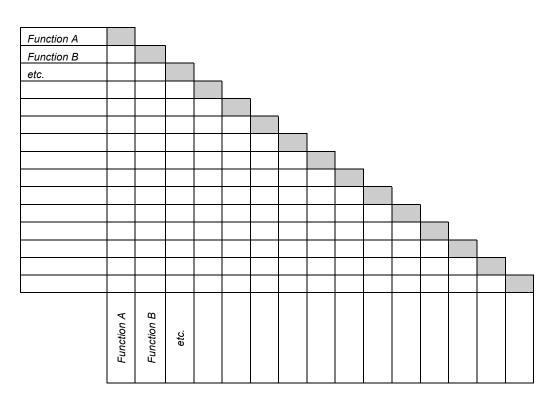
(if drawing a bubble diagram of the relationships, delete the following table)

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Or create a chart showing the relationships, with the numerical values indicating the strength of the relationship between the areas

		l			
Space A	-				
Space B	3	-			
Space C	2	1	ı		_
Space D	1	1	3	-	
Space E	1	1	2	1	-
	Space A	Space B	Space C	Space D	Space E



Relationships key used in the above matrix

1 (or ++) = Very Important

2 (or +) = Preferred/Desired

3 (or 0) = Not Important

4 (or –) = Important to Keep <u>Separated</u>

Spaces noted with an * = must be acoustically separated from other uses

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General Building Information for Support and General Use Spaces/Needs/Design Requirements

INSTRUCTION: Facilities Planning will assist in calculating this information- generally support ("gross") space will be about 25%-33% of the total building area. Please obtain and modify as needed the Support Space Ed Spec Requirements found at http://www.maricopa.edu/facilitiesplanning/

under the "For Campus and Community" pull down menu, item "Support Space Guidelines"

Area description/use and estimated square feet:

General corridors, circulation and building entries: <> sf

Vertical circulation for multiple story buildings (stairways + two elevators): <> sf

Unassigned general student soft/social space: <> sf

General public restroom groups (at least one grouping per floor): <> sf

Unisex/family restroom (1 per floor located with primary public restroom core): \Leftrightarrow sf

Lactation Room (as needed to meet Federal requirements, locate in a public area): <> sf

Janitor's closet (1 per floor, primary on the grade level floor is 100 sf, on the grade level floor, which includes storage space for custodial supplies. Each floor above or below grade > 3,500 sf has at least one 50 sf custodial closet): <> sf

Data Closet (1 per 25,000 sf/minimum of 1 per floor, 100 sf each): <> sf

Electrical Closet (1 per floor, about 150 sf each): <> sf

Mechanical Room (1 per floor, total mechanical rooms are is about 3.5% of the total building area, but not less than 750 square feet per mechanical room): <> sf

Structure/wall thickness: approximately 7½% of total building area: <> sf

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EDUCATIONAL SPECIFICATIONS FOR EACH DEPARTMENT/USE

(fill out this section for EACH room or use that will use or occupy the facility					
INSTRUCTION: If there is more than one room of this very same description, the description needs to be provided only <u>one time.</u> If there are rooms with the same name and a very slight variation between them, label one of the Room- Type <a> and the second Room Type , etc.)					
, <mark>v</mark>					

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Last master form edit: 2/23/17 adding lactation room to general room requirements

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FACILITIES REQUIREMENTS

(If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving	
Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec)t
The estimated floor area is square feet and the number of occupants is	
INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec	
X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec	
Items not needed can be deleted to reduce the number of pages in the Ed Spec	
A. Storage, work or counter surface, and storage cabinet or shelving	
 work counter approximate linear feet needed: full wall length upper cabinets under counter cabinets locked cabinets/drawers required include open knee space for sitting area at work surface include drawers 	uired
other needs:	
counter to be provided by college using systems furniture number of work stations	3:
fixed storage shelving approximate linear feet needed: full wall length number of shelves or spacing: depth of shelves : special finish:	
adjustable storage shelving approximate linear feet needed: full wall length number of shelves or spacing: depth of shelves : special finish:	
storage cabinets check if provided and installed by the college	
Estimated size and number: Other special characteristics/needs/equipment:	
B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls the room only) additional cooling needed due to computers or other equipment in the room humidity control	is

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	 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.) specialized HVAC environment needed:
	 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system
	Other special characteristics/needs/equipment:
C.	Plumbing
	Services: cold water hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water reverse osmosis system water treatment (in-line filter)
	compressed air natural gas other compressed/specialized gas: other:
	Specialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:
	 ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
	emergency eye wash emergency shower
	hydration/treated drinking water station

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_	other:
cor	a the second sec
_	waste connection for other owner furnished equipment:
_	other:
Oth	ner special characteristics/needs/equipment:
D. Electrica	al service or special lighting
Service	s: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:
_ _ _	208v, three phase service needed 480v, three phase service needed higher amperage outlet(s):
_	special plug/receptacle outlets:
_	emergency power specialized grounding:
	hardwire connection to owner provided furniture or equipment:

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	<pre>wall phone at instructor station bell alarm:</pre>
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs: speech privacy required

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	greater thar	normal sound isolation	or reduced background noise l	evel:
	additional s		ion required (recording areas, e ls/noise reduction required (tes	
	sound rated sound rated acoustic sea		nardware at doors	
	Other special cl	naracteristics/needs/app	earance:	
G. A	udio/visual system	s and equipment		
	projection s ched	creens elect ck if provided and i	ctrically operated nstalled by the college	
	size:	number:	location(s):	
	video projec chec	ctor ck if provided and i	nstalled by the college	
	size:	number:	location(s):	
	audio/speak	er system		
	other audio	visual equipment in roor	m or at instructor station:	
	other:			
Н. С	omputer, data prod	essing, or communication	ons network needs	
	lap top com	puters set on/locked to oputers provided via char mputers (monitor + proc	ging/storage/portable carts	number in room: number in room: number in room:
	computers I mould/plug strip	ty/extra bandwidth/highe	er speed network needed due to	•
	separate vid	deo/coax system needed	Ė	

Other special characteristics/needs/equipment:



all display/wor	k surfaces	
chalk be		installed by the college
size:	number:	location(s):
white be		installed by the college
size:	number:	location(s):
clips p	er 48" length, and one	ite boards to include tackable strip above writing surface, 2 map flag holder per room. With whiteboards, include marker and nished to college at close out.
Wall Ta	lker or similar applied o	combined projection and writing surface
	number: : Include complete edg room, furnished to colle	location(s): we wall trim, eraser/marker tray and marker and eraser kits for ge at close out.
bulletin		installed by the college
size:	number:	location(s):
full heig	ht/width tackable wall s	surface
size:	Ic	ocation(s):
	unted display case check if provided ar	nd installed by the college
size:	number:	location(s):
Other d	isplay items: check if provided ar	nd installed by the college
size:	number:	location(s):
Other speci	ial characteristics/need	s/appearance:

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I.	Special room finishes or room characteristics a. Floor:
	Material:
	sealed concrete
	carpet (continuous/rolled goods)
	carpet tile
	resilient/continuous sheet vinyl
	VCT (vinyl composite tile)
	ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)wood
	 epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials ground concrete or terrazzo (NOTE: include wall base that will withstand buffing and mopping)
	other:
	Special Characteristics:
	washable
	integral wall base with flooring
	other:
	Other special characteristics/needs/appearance:
	b. Ceiling:
	Height:
	8''
	9' - 10' (typical instructional area) 10'- 12'
	10 - 12 over 12' : height to be <
	multiple level/enhanced appearance
	varies/sloped
	·
	Material:
	 lay-in acoustic tile hard/drywall (restrooms, data rooms with access panels, others as desired) lay-in vinyl faced panels (food service areas, data rooms, etc.) open/exposed structure other:
	Special Acoustic Characteristics: extra sound absorptive sound reflective other:

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Other special characteristics/needs/appearance:



c. Wa	lls:
	Finish/Material:
	painted
	exposed/unfinished material (such as exposed masonry. NOTE: Include proper
wall ba	ISE)
	 ceramic tile Wall talker or similar roll applied combination writing and projection surface
	vinyl wall covering
	wood paneling
	other:
	Special Characteristics:
	walls run full height to structure above for security or acoustic separationwashable
	washable sound absorptive material/acoustic panels
	sound reflective materials
	high durability /impact resistant
	stainless steel or fiberglass protective panels
	other:
	Other special characteristics/needs/appearance:
	Other special characteristics/needs/appearance.
d. Any	other special room characteristics, configuration, features or finishes:
-	
_	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration)
	number of seats:
	raised access floor observation window from adjacent room
	side lite window at door (required in all faculty offices, classroom/lab doors, primary entry
	doors into areas)
	blinds or shades at exterior windows
_	light control blinds at interior windows to allow room black out capability
_	other built in equipment that will be provided and installed by the contractor:
(list any other	owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment
section)	

K. Special security, safety, fire protection, or other general needs

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no locking required keyed door lock card access locking other special door security:
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
Other special characteristics/needs/appearance:

Other special characteristics/needs/appearance:

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Departmen	t:	
-		
	ION: To save pages, the page break ly follow the information on the pre	for this section can be deleted and this section can vious page
fill out this pag	ge for each room/area required within the depar	tment; add more sheets as necessary)
Describe, in ge	E, FIXTURES AND EQUIPMENT NEI eneral, the following requirements for items to be installation or other assistance from the contrac	e provided and installed by the college. Indicate if the item will require
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is _____ square feet and the number of occupants is _____ INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: ___ adjustable storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control __ special air filtration

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	 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.) specialized HVAC environment needed:
	 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system
	Other special characteristics/needs/equipment:
C.	Plumbing
	Services: cold water hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water reverse osmosis system water treatment (in-line filter)
	compressed air natural gas other compressed/specialized gas: other:
	Specialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:
	 ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
	emergency eye wash emergency shower
	hydration/treated drinking water station

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	other:
Spe	ecialized waste treatment:floor drain or floor sink, including trap primer (ice machines, refrigeration equipment, air compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitchen/food service) oversized floor sink/trench drain for high waste flow equipment (industrial washing machines, etc.) other:
	waste connection for other owner furnished equipment:
	other:
	Other special characteristics/needs/equipment:
D. Ele	ctrical service or special lighting
Ser	vices: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:
	208v, three phase service needed480v, three phase service neededhigher amperage outlet(s):
	special plug/receptacle outlets:
	emergency power specialized grounding:
	hardwire connection to owner provided furniture or equipment:

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Other special characteristics/needs/equipment:

	Lighting:
	normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs: speech privacy required

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	greater than norn	nal sound isolation o	or reduced background no	ise level:
		absorptive materials	n required (recording area noise reduction required	
	sound rated windsound rated dooracoustic seals or		ardware at doors	
	Other special charac	teristics/needs/appe	arance:	
G. Au	dio/visual systems and	equipment		
	projection screen check if p		rically operated stalled by the college	
	size:	number:	location(s):	
	video projector check if p	rovided and in:	stalled by the college	
	size:	number:	location(s):	
	audio/speaker sy	stem		
	other audio/visua	I equipment in room	or at instructor station:	
	other:			
H. Co	omputer, data processin	g, or communication	ns network needs	
			ing/storage/portable carts	number in room: number in room: number in room:
	computers hard v mould/plug strip	•	floor boxes _ speed network needed du	wall jacks or wire ue to data/A-V content
	separate video/co	pax system needed		
	Other special charac	teristics/needs/equip	oment:	

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۱.	Wall display/wo	rk surfaces	
	chalk b		installed by the college
	size:	number:	location(s):
	white b		installed by the college
	size:	number:	location(s):
	clips μ	per 48" length, and one f	e boards to include tackable strip above writing surface, 2 map lag holder per room. With whiteboards, include marker and ished to college at close out.
	Wall Ta	alker or similar applied co	ombined projection and writing surface
		number: E: Include complete edge room, furnished to colleg	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.
		boards check if provided and	installed by the college
	size:	number:	location(s):
	full heig	ght/width tackable wall su	urface
	size:	loc	eation(s):
	wall mo	ounted display case	
			installed by the college
	size:	number:	location(s):
	Other o	display items: check if provided and	dinstalled by the college
	size:	number:	location(s):
	Other spec	sial characteristics/needs	/appearance:

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J.	Special ro	om finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
	b.	Ceiling: Height:
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance varies/sloped
		vancs/sioped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)open/exposed structure
		other:
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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Other special characteristics/needs/appearance:



C	c. Walls: Finish/Material:
	painted
	exposed/unfinished material (such as exposed masonry. NOTE: Include properties)
V	vall base)
	ceramic tile Wall talker or similar roll applied combination writing and projection surface
	vinyl wall covering
	wood paneling
	other:
	Special Characteristics:
	walls run full height to structure above for security or acoustic separation
	washable
	sound absorptive material/acoustic panelssound reflective materials
	high durability /impact resistant
	stainless steel or fiberglass protective panels
	other:
	Other special characteristics/needs/appearance:
d	Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration)
	number of seats:
	raised access floor
	observation window from adjacent room
	side lite window at door (required in all faculty offices, classroom/lab doors, primary entr doors into areas)
	blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
	other built in equipment that will be provided and installed by the contractor:
<i>a.</i> .	
(list any section)	other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment
Jedioii)	

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K. Special security, safety, fire protection, or other general needs



no locking required keyed door lock card access locking other special door security:
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", fo computer rooms, etc.) other special fire extinguishing/protection system required:
Other special characteristics/needs/appearance:

Other special characteristics/needs/appearance:

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	ION: To save pages, the page br ly follow the information on the p	eak for this section can be deleted and this section can previous page
		, ,
fill out this pag	ge for each room/area required within the d	epartment; add more sheets as necessary)
FURNITURE, FIXTURES AND EQUIPMENT NEEDS: Describe, in general, the following requirements for items to be provided and installed by the college. Indicate if the item will require a connection, installation or other assistance from the contractor.		
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: ___ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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	special air filtration24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.)
	specialized HVAC environment needed:
	exhaust fan for low/moderate odors (lunch room)
	 high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods
	other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection)
	heat extraction from high heat generating equipmentseparate/independent cooling system
	Other special characteristics/needs/equipment:
C. Plu	ımbing
Se	rvices:
	cold water
	hot water tempered water (emergency showers, eye washes, photography processing)
	distilled water
	de-ionized water
	reverse osmosis system
	water treatment (in-line filter)
	compressed air
	natural gas
	other compressed/specialized gas: other:
	Outer.
Sn	ecialized plumbing fixtures/needs (excluding restrooms):
9	general use/kitchen sink
	garbage disposal at kitchen sink
	lab sinks (chemical resistant or other typical special lab characteristics)
	other specialized sink or plumbing fixture:
	ice machine water supply and floor sink
	water connection box for refrigerator with drinking water dispenser
	hose bib/recessed wall hydrant for hose bib
	connection for other owner furnished equipment:
	emergency eye wash
	emergency shower
	hydration/treated drinking water station

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equipment compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitch service) oversized floor sink/trench drain for high waste flow equipment (industrial washing etc.) other:	hen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
 208v, three phase service needed 480v, three phase service needed higher amperage outlet(s): 	
special plug/receptacle outlets:	
emergency power specialized grounding:	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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_	speech privacy required greater than normal sound	isolation or reduc	ed background noise le	vel:
_ _ _	very high level noise/acous additional sound absorptive variable acoustic s needed	e materials/noise		
 	sound rated windows sound rated doors acoustic seals or other spe			
Otr	ner special characteristics/n	eeds/appearance	:	
G. Audio/vi	isual systems and equipme	nt		
_	projection screens check if provided a			
size	e: numbe	er:	location(s):	
_	video projector check if provided a	ndinstalled	by the college	
sizo	e: numbe	er:	location(s):	
_	audio/speaker system			
_	other audio/visual equipme	ent in room or at ir	nstructor station:	
_	other:			
H. Comput	er, data processing, or com	munications netw	ork needs	
	lap top computers set on/lo lap top computers provided standard computers (monit printer(s)	d via charging/stor		number in room: number in room: number in room:
 mo	computers hard wired to no uld/plug strip high capacity/extra bandwi wireless access service		floor boxes ware	•
_	separate video/coax system	n needed		

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Other special characteristics/needs/equipment:

I.	Wall display/work	surfaces	
	chalk boa ch		installed by the college
	size:	number:	location(s):
	white boa ch		installed by the college
	size:	number:	location(s):
NOTE: Chalk boards and white boards to include tackable strip above writing surface, 2 clips per 48" length, and one flag holder per room. With whiteboards, include marker and eraser kits for each room, furnished to college at close out.			
	Wall Talke	er or similar applied co	mbined projection and writing surface
		number: nclude complete edge om, furnished to college	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.
	bulletin bo ch		installed by the college
	size:	number:	location(s):
full height/width tackable wall surface			rface
	size:	loca	ation(s):
		nted display case check if provided and	installed by the college
	size:	number:	location(s):
		olay items:	installed by the college
		number:	location(s):
	size:	number.	iocation(s).

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Other special characteristics/needs/appearance:



١.	Special ro	oom tinishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
		Other special characteristics/needs/appearance.
	b.	Ceiling:
	۵.	Height:
		8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance
		varies/sloped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
		On a sign A secretic Characteristics
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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Other special characteristics/needs/appearance:



	c. Walls:
	Finish/Material:
	painted
	 exposed/unfinished material (such as exposed masonry. NOTE: Include proper wall base) ceramic tile Wall talker or similar roll applied combination writing and projection surface vinyl wall covering wood paneling other:
	Other.
	Special Characteristics: walls run full height to structure above for security or acoustic separation washable sound absorptive material/acoustic panels sound reflective materials high durability /impact resistant stainless steel or fiberglass protective panels other:
	Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration) number of seats: raised access floor
	 observation window from adjacent room side lite window at door (required in all faculty offices, classroom/lab doors, primary entr doors into areas) blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list ai	ny other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment n)

K. Special security, safety, fire protection, or other general needs

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no locking required keyed door lock card access locking other special door security:
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
Other special characteristics/needs/appearance:

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Departmer	1t:	Room/Area:
INSTRUCT	TION: To save pages, the p	age break for this section can be deleted and this section can
immediate	ly follow the information of	on the previous page
(fill out this pa	ge for each room/area required wit	hin the department; add more sheets as necessary)
FURNITUR	RE, FIXTURES AND EQUIP	MENT NEEDS:
	•	for items to be provided and installed by the college. Indicate if the item will require
a connection,	installation or other assistance from	n the contractor.
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: __ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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C.

Maricopa Community Colleges Educational Specification for Construction/Remodeling Statement of Program Requirements

 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, livanimals, etc.) specialized HVAC environment needed:
 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system
Other special characteristics/needs/equipment:
Plumbing
Services: cold water hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water reverse osmosis system water treatment (in-line filter)
compressed air natural gas other compressed/specialized gas: other:
Specialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:
 ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
emergency eye wash emergency shower hvdration/treated drinking water station
HYGIGUOT/UGGUGG GHIIMIIG WALGI BUGUUT

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equivariance compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatme special waste system (for example, acid waste in labs, grease waste system service) oversized floor sink/trench drain for high waste flow equipment (industrial wetc.) other:	nt m in kitchen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
208v, three phase service needed480v, three phase service neededhigher amperage outlet(s):	
special plug/receptacle outlets:	
<pre> emergency power specialized grounding:</pre>	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	<pre>wall phone at instructor station bell alarm:</pre>
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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	speech privacy required greater than normal sound isolation or reduced background noise level:	
	 very high level noise/acoustic isolation required (recording areas, etc.) additional sound absorptive materials/noise reduction required (testing areas, etc.) variable acoustic s needed: 	
	sound rated windowssound rated doorsacoustic seals or other specialized hardware at doors	
	Other special characteristics/needs/appearance:	
G. Au	dio/visual systems and equipment	
	projection screens electrically operated check if provided and installed by the college	
	size: number: location(s):	
	video projector check if provided and installed by the college	
	size: number: location(s):	
	audio/speaker system	
	other audio/visual equipment in room or at instructor station:	
	other:	
H. Cc	mputer, data processing, or communications network needs	
••	 lap top computers set on/locked to desks lap top computers provided via charging/storage/portable carts standard computers (monitor + processor + keyboard) 	m:
	printer(s) computers hard wired to network via floor boxes wall jacks or wire mould/plug strip high capacity/extra bandwidth/higher speed network needed due to data/A-V content wireless access service	
	separate video/coax system needed	

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Other special characteristics/needs/equipment:

I.	Wall display/wor	k surfaces			
	chalk bo		installed by the college		
	size:	number:	location(s):		
	white bo		installed by the college		
	size:	number:	location(s):		
	clips p	er 48" length, and one fla	e boards to include tackable strip above writing surface, 2 map ag holder per room. With whiteboards, include marker and shed to college at close out.		
	Wall Ta	Wall Talker or similar applied combined projection and writing surface			
		number: : Include complete edge oom, furnished to college	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.		
	bulletin		installed by the college		
	size:	number:	location(s):		
	full heig	ht/width tackable wall su	rface		
	size:	loca	ation(s):		
	wall mo	unted display case check if provided and	installed by the college		
	size:	number:	location(s):		
	Other di	isplay items:	Contalled by the college		
	-		installed by the college		
	size:	number:	location(s):		

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J.	Special ro	oom finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping) other:
		0(IICI.
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
	b.	Ceiling:
		Height:
		8''
		9' - 10' (typical instructional area)
		10'- 12'
		over 12' : height to be < multiple level/enhanced appearance
		varies/sloped
		varies/sioped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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	c. Walls:
	Finish/Material:
	painted
	exposed/unfinished material (such as exposed masonry. NOTE: Include proper wall base)
	ceramic tile
	Wall talker or similar roll applied combination writing and projection surface
	vinyl wall covering
	wood paneling
	other:
	Special Characteristics:
	walls run full height to structure above for security or acoustic separation
	washable
	sound absorptive material/acoustic panels
	sound reflective materials
	high durability /impact resistant
	stainless steel or fiberglass protective panels other:
	one.
	Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration)
	number of seats:
	raised access floor
	observation window from adjacent room
	side lite window at door (required in all faculty offices, classroom/lab doors, primary entry
	doors into areas)
	blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	office by 20 Conservation of the first State of the development of the first section of the
	other built in equipment that will be provided and installed by the contractor:
(list a	ny other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment
section	on)

K. Special security, safety, fire protection, or other general needs

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no locking required keyed door lock card access locking other special door security:
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
Other special characteristics/needs/appearance:

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Departme	nt:	Room/Area:
	TION: To save pages, the pa ely follow the information or	nge break for this section can be deleted and this section can n the previous page
(fill out this pa	age for each room/area required with	in the department; add more sheets as necessary)
Describe, in g	RE, FIXTURES AND EQUIPN general, the following requirements for installation or other assistance from	or items to be provided and installed by the college. Indicate if the item will require
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: __ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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		 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.)
		specialized HVAC environment needed:
		exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems)
		vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods
		other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection)
	_	heat extraction from high heat generating equipment separate/independent cooling system
	Ot	ther special characteristics/needs/equipment:
C.	Plumbi	ng
	Service	
		cold water hot water
		tempered water (emergency showers, eye washes, photography processing)
	_	distilled water
	_	de-ionized water reverse osmosis system
	_	water treatment (in-line filter)
		compressed air
		natural gas
		other compressed/specialized gas: other:
	Cnasia	lized alumbing fiveures/peeds (evaluding restractes);
	Specia	lized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink
	_	garbage disposal at kitchen sink
	_	lab sinks (chemical resistant or other typical special lab characteristics)
		other specialized sink or plumbing fixture:
		ice machine water supply and floor sink
		water connection box for refrigerator with drinking water dispenser
	_	hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
		emergency eye wash
	_	emergency shower
		hydration/treated drinking water station

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other:
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equipment, air compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitchen/food service) oversized floor sink/trench drain for high waste flow equipment (industrial washing machines etc.) other:
waste connection for other owner furnished equipment:
other:
Other special characteristics/needs/equipment:
D. Electrical service or special lighting
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:
 208v, three phase service needed 480v, three phase service needed higher amperage outlet(s):
special plug/receptacle outlets:
<pre> emergency power specialized grounding:</pre>
hardwire connection to owner provided furniture or equipment:

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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-	speech privacy requ greater than normal		ced background noise lev	el:
- - -		sorptive materials/noise	ired (recording areas, etc reduction required (testin	
- - -		vs ner specialized hardware istics/needs/appearance		
G. Audio	o/visual systems and ed	quipment		
_	projection screens check if prov	electrically of the control of th		
S	size:	number:	location(s):	
-	video projector check if prov	rided and installed	by the college	
S	size:	number:	location(s):	
_	audio/speaker syste	em		
-	other audio/visual e	quipment in room or at i	nstructor station:	
-	other:			
⊔ Comr	outor data processing	or communications notu	vork noodo	
n. Comp	buter, data processing,	or communications netw	vork needs	
	lap top computers p	et on/locked to desks rovided via charging/sto (monitor + processor +		number in room: number in room: number in room:
=	computers hard wire	ed to network via	floor boxes wa	ll jacks or wire
- -	mould/plug strip high capacity/extra wireless access ser	•	network needed due to d	lata/A-V content
_	separate video/coax	system needed		

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Other special characteristics/needs/equipment:

I.	Wall display/wo	ork surfaces	
		boards _ check if provided and	installed by the college
	size:	number:	location(s):
	white I		installed by the college
	size:	number:	location(s):
	clips	per 48" length, and one	te boards to include tackable strip above writing surface, 2 map flag holder per room. With whiteboards, include marker and nished to college at close out.
	Wall T	alker or similar applied o	ombined projection and writing surface
		number: E: Include complete edgo room, furnished to colle	location(s): e wall trim, eraser/marker tray and marker and eraser kits for ge at close out.
		n boards _ check if provided and	installed by the college
	size:	number:	location(s):
	full he	ight/width tackable wall s	urface
	size:	lo	cation(s):
	wall m	ounted display case check if provided an	d installed by the college
	size:	number:	location(s):
	Other	display items: check if provided an	d installed by the college
	size:	number:	location(s):

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J.	Special ro	oom finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		 epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials ground concrete or terrazzo (NOTE: include wall base that will withstand buffing and mopping)
		other:
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
	b.	Ceiling: Height :
		8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance varies/sloped
		varies/sloped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)lay-in vinyl faced panels (food service areas, data rooms, etc.)
		lay-in viriy faced pariets (100d service areas, data footils, etc.) open/exposed structure
		other:
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective other:
		(11161.

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	c. Walls:
	Finish/Material:
	painted
	exposed/unfinished material (such as exposed masonry. NOTE: Include prope
	wall base)
	 ceramic tile Wall talker or similar roll applied combination writing and projection surface
	vinyl wall covering
	wood paneling
	other:
	Special Characteristics:
	walls run full height to structure above for security or acoustic separation
	washable
	sound absorptive material/acoustic panels
	sound reflective materials
	high durability /impact resistant
	stainless steel or fiberglass protective panels
	other:
	Other special characteristics/needs/appearance:
	Other openial characteristics/needs/appearance.
	d. Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration)
	number of seats:
	raised access floor
	observation window from adjacent room
	side lite window at door (required in all faculty offices, classroom/lab doors, primary entry doors into areas)
	blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	Ingrit control billide at interior willdows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list o	any other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment
section	
	-·· ·,

K. Special security, safety, fire protection, or other general needs

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_	no locking required keyed door lock card access locking other special door security:
	general building security alarm extended to this room/area panic alarm; will be monitored at/by:other general room or personal security system required:
_ _	additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
0.11	



Departmen	τ:	
	ION: To save pages, the poly follow the information o	age break for this section can be deleted and this section can In the previous page
fill out this pag	ge for each room/area required with	hin the department; add more sheets as necessary)
Describe, in ge	E, FIXTURES AND EQUIP! eneral, the following requirements f installation or other assistance from	for items to be provided and installed by the college. Indicate if the item will require
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: ___ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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C.

Maricopa Community Colleges Educational Specification for Construction/Remodeling Statement of Program Requirements

 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, livanimals, etc.) specialized HVAC environment needed: 	/e
 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system 	
Other special characteristics/needs/equipment:	
Plumbing	
Services: cold water hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water reverse osmosis system water treatment (in-line filter)	
compressed air natural gas other compressed/specialized gas: other:	
Specialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:	
 ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment: 	
emergency eye wash emergency shower	
hydration/treated drinking water station	

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equivariance compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatme special waste system (for example, acid waste in labs, grease waste system service) oversized floor sink/trench drain for high waste flow equipment (industrial wetc.) other:	nt m in kitchen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
208v, three phase service needed480v, three phase service neededhigher amperage outlet(s):	
special plug/receptacle outlets:	
<pre> emergency power specialized grounding:</pre>	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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_	_ speech privacy requ _ greater than normal		ced background noise lev	el:
_		sorptive materials/noise	ired (recording areas, etc reduction required (testin	
 C	_	/s her specialized hardward istics/needs/appearance		
G. Audio	visual systems and ed	quipment		
_	_ projection screens check if prov	electrically of the control of th		
si	ze:	number:	location(s):	
_	_ video projector check if prov	vided and installed	by the college	
si	ze:	number:	location(s):	
	_ audio/speaker syste	em		
_	_ other audio/visual e	quipment in room or at i	nstructor station:	
_	_ other:			
H Comp	uter data processing	or communications netv	vork needs	
_	_ lap top computers s _ lap top computers p	et on/locked to desks provided via charging/sto (monitor + processor +	orage/portable carts	number in room: number in room: number in room:
_	_ printer(s) _ computers hard wird nould/plug strip	ed to network via bandwidth/higher speed	floor boxes wa	ll jacks or wire
_	_ separate video/coax	x system needed		

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Other special characteristics/needs/equipment:

I.	Wall display/wo	ork surfaces	
	chalk b		installed by the college
	size:	number:	location(s):
	white t		installed by the college
	size:	number:	location(s):
	clips	per 48" length, and one fl	e boards to include tackable strip above writing surface, 2 map lag holder per room. With whiteboards, include marker and ished to college at close out.
	Wall T	alker or similar applied co	ombined projection and writing surface
		number: E: Include complete edge room, furnished to colleg	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.
	bulletir	n boards check if provided and	installed by the college
	size:	number:	location(s):
	full hei	ght/width tackable wall su	urface
	size:	loc	ation(s):
	wall m	ounted display case check if provided and	I installed by the college
	size:	number:	location(s):
	Other	display items: check if provided and	I installed by the college
	size:	number:	location(s):

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J.	Special ro	dom finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other and siel above stavistics /needs /smanner
		Other special characteristics/needs/appearance:
	h	Cailing
	b.	Ceiling:
		Height:
		8' 9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance
		varies/sloped
		vancs/sioped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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	c. Walls: Finish/Material: painted
	 exposed/unfinished material (such as exposed masonry. NOTE: Include proper wall base) ceramic tile Wall talker or similar roll applied combination writing and projection surface vinyl wall covering wood paneling other:
	Special Characteristics: walls run full height to structure above for security or acoustic separation washable sound absorptive material/acoustic panels sound reflective materials high durability /impact resistant stainless steel or fiberglass protective panels other: Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	 tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration) number of seats: raised access floor observation window from adjacent room side lite window at door (required in all faculty offices, classroom/lab doors, primary entry doors into areas) blinds or shades at exterior windows light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list a	any other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment on)

K. Special security, safety, fire protection, or other general needs

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 no locking required keyed door lock card access locking other special door security:
 general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
 specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", fo computer rooms, etc.)



Departmen	it:		
-			
	ION: To save pages, the page ly follow the information on the	break for this section can be deleted and this section can e previous page	
fill out this pag	ge for each room/area required within the	e department; add more sheets as necessary)	
FURNITURE, FIXTURES AND EQUIPMENT NEEDS: Describe, in general, the following requirements for items to be provided and installed by the college. Indicate if the item will require connection, installation or other assistance from the contractor.			
Quantity	Item Description	Remarks/Utility Connection Needs	

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: ___ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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		 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.)
		specialized HVAC environment needed:
		exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems)
		vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods
		other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection)
	_	heat extraction from high heat generating equipment separate/independent cooling system
	Ot	ther special characteristics/needs/equipment:
C.	Plumbi	ng
	Service	
		cold water hot water
		tempered water (emergency showers, eye washes, photography processing)
	_	distilled water
	_	de-ionized water reverse osmosis system
	_	water treatment (in-line filter)
		compressed air
		natural gas
		other compressed/specialized gas: other:
	Cnasia	lized alumbing fiveures/peeds (evaluding restractes);
	Specia	lized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink
	_	garbage disposal at kitchen sink
	_	lab sinks (chemical resistant or other typical special lab characteristics)
		other specialized sink or plumbing fixture:
		ice machine water supply and floor sink
		water connection box for refrigerator with drinking water dispenser
	_	hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
		emergency eye wash
	_	emergency shower
		hydration/treated drinking water station

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equipment compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitch service) oversized floor sink/trench drain for high waste flow equipment (industrial washing etc.) other:	hen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
 208v, three phase service needed 480v, three phase service needed higher amperage outlet(s): 	
special plug/receptacle outlets:	
emergency power specialized grounding:	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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-	speech privacy requ greater than normal		ced background noise lev	el:
- - -		sorptive materials/noise	ired (recording areas, etc. reduction required (testin	
- - - (rs ner specialized hardware istics/needs/appearance		
G. Audio	o/visual systems and eq	uipment		
_	projection screens check if prov	electrically o		
5	size:	number:	location(s):	
_	video projector check if prov	rided and installed	by the college	
S	size:	number:	location(s):	
_	audio/speaker syste	em		
=	other audio/visual e	quipment in room or at ir	nstructor station:	
_	other:			
⊔ Comr	outor data processing	or communications notu	vark naada	
n. Comp		or communications netw	rork needs	
- - -	lap top computers p	et on/locked to desks rovided via charging/sto (monitor + processor +		number in room: number in room: number in room:
- - r		ed to network via	floor boxes wal	I jacks or wire
- -			network needed due to d	ata/A-V content
_	separate video/coax	system needed		

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Other special characteristics/needs/equipment:

I.	Wall display/wo	ork surfaces	
	chalk t		installed by the college
	size:	number:	location(s):
	white t		installed by the college
	size:	number:	location(s):
	clips	per 48" length, and one fl	e boards to include tackable strip above writing surface, 2 map lag holder per room. With whiteboards, include marker and ished to college at close out.
	Wall T	alker or similar applied co	ombined projection and writing surface
		number: E: Include complete edge room, furnished to colleg	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.
	bulletir	n boards check if provided and	installed by the college
	size:	number:	location(s):
	full hei	ght/width tackable wall su	urface
	size:	loc	ation(s):
	wall m	ounted display case check if provided and	I installed by the college
	size:	number:	location(s):
	Other	display items: check if provided and	I installed by the college
	size:	number:	location(s):

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J.	Special room	finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
	Sp	pecial Characteristics:
		washable
		integral wall base with flooring
		other:
	01	ther special characteristics/needs/appearance:
	01	iner special characteristics/needs/appearance.
	b.	Ceiling:
		eight :
	110	8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12' : height to be <
		multiple level/enhanced appearance
		varies/sloped
	Ma	aterial:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
	_	
	Sp	pecial Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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	c. Walls:
	Finish/Material:
	painted
	 exposed/unfinished material (such as exposed masonry. NOTE: Include proper wall base) ceramic tile Wall talker or similar roll applied combination writing and projection surface vinyl wall covering wood paneling other:
	Other.
	Special Characteristics: walls run full height to structure above for security or acoustic separation washable sound absorptive material/acoustic panels sound reflective materials high durability /impact resistant stainless steel or fiberglass protective panels other:
	Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration) number of seats: raised access floor
	 observation window from adjacent room side lite window at door (required in all faculty offices, classroom/lab doors, primary entr doors into areas) blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list ai	ny other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment n)

K. Special security, safety, fire protection, or other general needs

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no locking required keyed door lock card access locking other special door security:
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
Other special characteristics/needs/appearance:

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Last master form edit: 2/23/17 adding lactation room to general room requirements
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Departmen	it:	
_		
	ION: To save pages, the page brea ly follow the information on the pre	ak for this section can be deleted and this section can evious page
fill out this pag	ge for each room/area required within the depa	artment; add more sheets as necessary)
Describe, in ge	E, FIXTURES AND EQUIPMENT NE eneral, the following requirements for items to installation or other assistance from the contra	be provided and installed by the college. Indicate if the item will require
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: ___ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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C.

Maricopa Community Colleges Educational Specification for Construction/Remodeling Statement of Program Requirements

		special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.) specialized HVAC environment needed:
	_ _ _	exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust science lab room exhaust hoods
		other specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system
Plur	Oli nbin	ner special characteristics/needs/equipment:
Ser	vices	S:
	_ 	cold water hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water reverse osmosis system water treatment (in-line filter)
	 	compressed air natural gas other compressed/specialized gas: other:
Spe	ciali	zed plumbing fixtures/needs (excluding restrooms): general use/kitchen sink
	_ _ _	garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:
		ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment:
		emergency eye wash emergency shower
		hydration/treated drinking water station

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equivariance compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatme special waste system (for example, acid waste in labs, grease waste system service) oversized floor sink/trench drain for high waste flow equipment (industrial wetc.) other:	nt m in kitchen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
 208v, three phase service needed 480v, three phase service needed higher amperage outlet(s): 	
special plug/receptacle outlets:	
<pre> emergency power specialized grounding:</pre>	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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_	speech privacy required greater than normal sound isc	olation or reduc	ed background nois	e level:
_ _ _	very high level noise/acoustic additional sound absorptive myariable acoustic s needed:			
 	sound rated windows sound rated doors acoustic seals or other specia			
Otr	ner special characteristics/need	ds/appearance		
G. Audio/vi	isual systems and equipment			
	projection screens check if provided and	electrically o installed		
siz	e: number:		location(s):	
_	video projector check if provided and	installed	by the college	
siz	e: number:		location(s):	
_	audio/speaker system			
_	other audio/visual equipment	in room or at ir	structor station:	
	other:			
H. Comput	er, data processing, or commu	unications netw	ork needs	
	lap top computers set on/lock lap top computers provided vi standard computers (monitor printer(s)	ia charging/stor		number in room: number in room: number in room:
 mo	computers hard wired to netw uld/plug strip high capacity/extra bandwidth wireless access service		floor boxes	•
_	separate video/coax system r	needed		

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Other special characteristics/needs/equipment:

I.	Wall display/wo	ork surfaces	
	chalk t		installed by the college
	size:	number:	location(s):
	white t		installed by the college
	size:	number:	location(s):
	clips	per 48" length, and one fl	e boards to include tackable strip above writing surface, 2 map lag holder per room. With whiteboards, include marker and ished to college at close out.
	Wall T	alker or similar applied co	ombined projection and writing surface
		number: E: Include complete edge room, furnished to colleg	location(s): wall trim, eraser/marker tray and marker and eraser kits for e at close out.
	bulletir	n boards check if provided and	installed by the college
	size:	number:	location(s):
	full hei	ght/width tackable wall su	urface
	size:	loc	ation(s):
	wall m	ounted display case check if provided and	I installed by the college
	size:	number:	location(s):
	Other	display items: check if provided and	I installed by the college
	size:	number:	location(s):

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J.	Special ro	dom finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
		Other special characteristics/needs/appearance.
	b.	Ceiling:
		Height:
		8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance
		varies/sloped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:
		Unici.

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	C.	Walls:
		Finish/Material: painted
	wall base	exposed/unfinished material (such as exposed masonry. NOTE: Include proper
	S	pecial Characteristics: walls run full height to structure above for security or acoustic separation washable sound absorptive material/acoustic panels sound reflective materials high durability /impact resistant stainless steel or fiberglass protective panels other:
	C	Other special characteristics/needs/appearance:
	d.	Any other special room characteristics, configuration, features or finishes:
	ra ol si bl	ered floor with fixed tables and movable chairs ("Maricopa Tier" configuration) number of seats: aised access floor beervation window from adjacent room de lite window at door (required in all faculty offices, classroom/lab doors, primary entry doors into areas) linds or shades at exterior windows ght control blinds at interior windows to allow room black out capability
	01	ther built in equipment that will be provided and installed by the contractor:
(list ar		wner supplied/owner installed equipment in the Furniture, Fixtures and Equipment

K. Special security, safety, fire protection, or other general needs

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_	no locking required keyed door lock card access locking other special door security:
	general building security alarm extended to this room/area panic alarm; will be monitored at/by:other general room or personal security system required:
_ _	additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
0.11	



Departmen	it:	
_		
	ION: To save pages, the page brea ly follow the information on the pre	ak for this section can be deleted and this section can evious page
fill out this pag	ge for each room/area required within the depa	artment; add more sheets as necessary)
Describe, in ge	E, FIXTURES AND EQUIPMENT NE eneral, the following requirements for items to installation or other assistance from the contra	be provided and installed by the college. Indicate if the item will require
Quantity	Item Description	Remarks/Utility Connection Needs

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: __ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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	 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/finishes, live animals, etc.)
	specialized HVAC environment needed:
	 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation systems) vocational/science lab general/hazardous or noxious materials presence room exhaust
	science lab room exhaust hoodsother specialized exhaust/ventilation needs (workshops, art studios, photography, welding, soldering, dust collection)
	heat extraction from high heat generating equipmentseparate/independent cooling system
	Other special characteristics/needs/equipment:
C. Plur	mbing
Ser	vices:
•	cold water
	hot water
	tempered water (emergency showers, eye washes, photography processing)distilled water
	de-ionized water
	reverse osmosis system
	water treatment (in-line filter)
	compressed air
	natural gas
	other compressed/specialized gas:
	other:
Spe	ecialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink
	garbage disposal at kitchen sink
	lab sinks (chemical resistant or other typical special lab characteristics)
	other specialized sink or plumbing fixture:
	ice machine water supply and floor sink
	water connection box for refrigerator with drinking water dispenser
	hose bib/recessed wall hydrant for hose bib
	connection for other owner furnished equipment:
	emergency eve wash
	emergency eye wash emergency shower
	onlogoney snower
	hydration/treated drinking water station

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equipment, air compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitchen/foo service) oversized floor sink/trench drain for high waste flow equipment (industrial washing machine etc.) other:	
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
208v, three phase service needed480v, three phase service neededhigher amperage outlet(s):	
special plug/receptacle outlets:	
emergency power specialized grounding:	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	 normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
Ξ.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
=.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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-	speech privacy requ greater than normal		ced background noise lev	el:
- - -		sorptive materials/noise	ired (recording areas, etc reduction required (testin	
- - -		vs ner specialized hardware istics/needs/appearance		
G. Audio	o/visual systems and ec	quipment		
_	projection screens check if prov	electrically of the control of th		
S	size:	number:	location(s):	
-	video projector check if prov	rided and installed	by the college	
S	size:	number:	location(s):	
_	audio/speaker syste	em		
-	other audio/visual e	quipment in room or at i	nstructor station:	
=	other:			
⊔ Comr	outor data processing	or communications not	vork noodo	
n. Comp	buter, data processing,	or communications netw	vork needs	
	lap top computers p	et on/locked to desks rovided via charging/sto (monitor + processor +		number in room: number in room: number in room:
=	computers hard wire	ed to network via	floor boxes wa	ll jacks or wire
- -	mould/plug strip high capacity/extra wireless access ser	•	network needed due to d	lata/A-V content
_	separate video/coax	system needed		

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Other special characteristics/needs/equipment:

Wall displ	ay/work surfaces
c	halk boards check if provided and installed by the college
size:	number: location(s):
w	hite boards check if provided and installed by the college
size:	
	NOTE: Chalk boards and white boards to include tackable strip above writing surface, 2 map clips per 48" length, and one flag holder per room. With whiteboards, include marker and eraser kits for each room, furnished to college at close out.
v	/all Talker or similar applied combined projection and writing surface
	number: location(s): NOTE: Include complete edge wall trim, eraser/marker tray and marker and eraser kits for each room, furnished to college at close out.
b	ulletin boards check if provided and installed by the college
size:	number: location(s):
fu	ıll height/width tackable wall surface
size:	location(s):
w	all mounted display case check if provided and installed by the college
size:	number: location(s):
_ c	other display items: check if provided and installed by the college
size:	number: location(s):
Othe	r special characteristics/needs/appearance:

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I.	Special r	oom finishes or room characteristics
	a.	Floor:
		Material:
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl
		VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
		ground concrete or terrazzo (NOTE: include wall base that will withstand buffing
		and mopping)
		other:
		_
		Special Characteristics:
		washable
		integral wall base with flooring
		other:
		Other special characteristics/needs/appearance:
	b.	Ceiling:
		Height:
		8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be <
		multiple level/enhanced appearance
		varies/sloped
		Material:
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
		other:
		Out of the Association Observation for the
		Special Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:

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	c. Walls: Finish/Material: painted
	 exposed/unfinished material (such as exposed masonry. NOTE: Include prope wall base) ceramic tile Wall talker or similar roll applied combination writing and projection surface vinyl wall covering wood paneling other:
	Special Characteristics: walls run full height to structure above for security or acoustic separation washable sound absorptive material/acoustic panels sound reflective materials high durability /impact resistant stainless steel or fiberglass protective panels other: Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	 tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration) number of seats: raised access floor observation window from adjacent room side lite window at door (required in all faculty offices, classroom/lab doors, primary entry doors into areas) blinds or shades at exterior windows light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list a	any other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment on)

K. Special security, safety, fire protection, or other general needs

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_	no locking required keyed door lock card access locking other special door security:
	general building security alarm extended to this room/area panic alarm; will be monitored at/by:other general room or personal security system required:
_ _	additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", for computer rooms, etc.) other special fire extinguishing/protection system required:
0.11	



Departmen	ıt:		
		page break for this section can be deleted and this section can	
iiiiiieuiatei	ly follow the information o	on the previous page	
(fill out this pag	ge for each room/area required wit	thin the department; add more sheets as necessary)	
FURNITURE, FIXTURES AND EQUIPMENT NEEDS: Describe, in general, the following requirements for items to be provided and installed by the college. Indicate if the item will require a connection, installation or other assistance from the contractor.			
Quantity	Item Description	Remarks/Utility Connection Needs	

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FACILITIES REQUIREMENTS

(fill out this section for **EACH** room or use that will use or occupy the facility) (If this proposed use is an instructional space, we suggest using the pages at the end of this Education Specification form to brainstorm the types of learning and instruction that will occur in the space and the physical environment that will support those activities. The exercise does not have to be submitted with the final Education Specification.) Department: Room/Area: Describe the following in general. Also use for listing or brainstorming any unusual requirements. The estimated floor area is square feet and the number of occupants is INSTRUCTION: Place an X next to the items or description desired, such as X work counter. Items not needed can be deleted to reduce the number of pages in the Ed Spec A. Storage, work or counter surface, and storage cabinet or shelving work counter approximate linear feet needed: ____ full wall length upper cabinets ___ under counter cabinets ___ locked cabinets/drawers required ___ include open knee space for sitting area at work surface ___ include drawers other needs: counter to be provided by college using systems furniture number of work stations: ___ fixed storage shelving approximate linear feet needed: ___ full wall length __ number of shelves or spacing: __ depth of shelves : ___ special finish: __ adjustable storage shelving approximate linear feet needed: full wall length __ number of shelves or spacing: __ depth of shelves : __ special finish: __ storage cabinets __ check if provided and __ installed by the college Estimated size and number: Other special characteristics/needs/equipment: B. HVAC or special ventilation needs room/space is on its own single HVAC zone (room has its own thermostat that controls this __ additional cooling needed due to computers or other equipment in the room __ humidity control

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C.

Maricopa Community Colleges Educational Specification for Construction/Remodeling Statement of Program Requirements

 special air filtration 24 X 7 temperate/humidity control needed (due to room contents, room materials/fir animals, etc.) 	nishes, live
specialized HVAC environment needed:	
 exhaust fan for low/moderate odors (lunch room) high capacity exhaust fan/ventilation system (kitchens, major food preparation system vocational/science lab general/hazardous or noxious materials presence room exhaustience lab room exhaust hoods other specialized exhaust/ventilation needs (workshops, art studios, photography, workshops) 	aust
soldering, dust collection) heat extraction from high heat generating equipment separate/independent cooling system	-
Other special characteristics/needs/equipment:	
Plumbing	
Services: cold water	
 hot water tempered water (emergency showers, eye washes, photography processing) distilled water de-ionized water 	
reverse osmosis system water treatment (in-line filter)	
compressed air natural gas other compressed/specialized gas: other:	
Specialized plumbing fixtures/needs (excluding restrooms): general use/kitchen sink	
garbage disposal at kitchen sink lab sinks (chemical resistant or other typical special lab characteristics) other specialized sink or plumbing fixture:	
 ice machine water supply and floor sink water connection box for refrigerator with drinking water dispenser hose bib/recessed wall hydrant for hose bib connection for other owner furnished equipment: 	
emergency eye wash emergency shower	
hydration/treated drinking water station	

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other:	
Specialized waste treatment: floor drain or floor sink, including trap primer (ice machines, refrigeration equipment compressors, etc.) oil/water separator, solids interceptor or other specialized drainage treatment special waste system (for example, acid waste in labs, grease waste system in kitch service) oversized floor sink/trench drain for high waste flow equipment (industrial washing etc.) other:	hen/food
waste connection for other owner furnished equipment:	
other:	
Other special characteristics/needs/equipment:	
D. Electrical service or special lighting	
Services: standard 120v single phase service standard convenience outlets dedicated 120v circuit convenience outlets photo copier kitchen appliances coffee makers or other portable kitchen equipment other:	
 208v, three phase service needed 480v, three phase service needed higher amperage outlet(s): 	
special plug/receptacle outlets:	
emergency power specialized grounding:	
hardwire connection to owner provided furniture or equipment:	

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Other special characteristics/needs/equipment:

	Lighting:
	normal lighting levels and switched controls multiple, variable or dimming light levels task lighting track lighting indirect/low glare lighting black out ability additional whiteboard illumination additional instructor location lighting natural light required natural light desired accent/decorative lighting
	 specialty lights: incandescent lighting (data rooms) special light temperature/color required separate/independent cooling system
	Other special characteristics/needs/equipment
E.	Communications (bell, alarm, intercom)
	wall phone at instructor stationbellalarm:
	intercom:
	Other special characteristics/needs/equipment:
F.	Special acoustical needs
	Internal sound generators/specialized room uses: audio/visual presentations music performance (vocal or instrument) speaking performance (speech or drama) high noise level generated by equipment:
	other:
	Special needs:

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-	speech privacy requ greater than normal		ced background noise lev	el:
- - -		sorptive materials/noise	ired (recording areas, etc reduction required (testin	
- - -		vs her specialized hardwar istics/needs/appearance		
G. Audio	o/visual systems and ed	quipment		
_	projection screens check if prov	electrically vided and installed		
S	size:	number:	location(s):	
-	video projector check if prov	vided and installed	by the college	
S	size:	number:	location(s):	
_	audio/speaker syste	em		
-	other audio/visual e	quipment in room or at i	nstructor station:	
=	other:			
II Comr	outer data processing	or communications not	work poods	
H. Comp	buter, data processing,	or communications net	vork needs	
	lap top computers p	et on/locked to desks provided via charging/sto s (monitor + processor +		number in room: number in room: number in room:
=	computers hard wird mould/plug strip	ed to network via	floor boxes wa	ll jacks or wire
- -		•	network needed due to d	lata/A-V content
_	separate video/coa	x system needed		

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Other special characteristics/needs/equipment:

I.	Wall display/wo	ork surfaces	
	chalk		installed by the college
	size:	number:	location(s):
	white		installed by the college
	size:	number:	location(s):
	clips	per 48" length, and one	ite boards to include tackable strip above writing surface, 2 map flag holder per room. With whiteboards, include marker and nished to college at close out.
	Wall T	alker or similar applied o	combined projection and writing surface
		number: E: Include complete edg room, furnished to colle	location(s): se wall trim, eraser/marker tray and marker and eraser kits for ge at close out.
	bulleti	n boards _ check if provided and	installed by the college
	size:	number:	location(s):
	full he	ight/width tackable wall s	surface
	size:	Ic	ocation(s):
	wall m	ounted display case	
	wan in		ndinstalled by the college
	size:	number:	location(s):
	Other	display items: check if provided ar	ndinstalled by the college
	size:	number:	location(s):

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J.	J. Special room finishe	es or room characteristics
	a. Floor:	
	Materia	
		sealed concrete
		carpet (continuous/rolled goods)
		carpet tile
		resilient/continuous sheet vinyl VCT (vinyl composite tile)
		ceramic, porcelain or quarry tile (NOTE: INCLUDE similar material wall base)
		wood
		epoxy, sheet vinyl with heat welded joints, or other specialty flooring materials
	=	ground concrete or terrazzo (NOTE: include wall base that will withstand buffing and mopping)
		other:
	_	ouier.
	Special (Characteristics:
	•	washable
		integral wall base with flooring
	_	other:
	Other sp	ecial characteristics/needs/appearance:
	о ш.о. ор	
	b. Ceiling	j:
	Height:	
		8'
		9' - 10' (typical instructional area)
		10'- 12'
		over 12': height to be < multiple level/enhanced appearance
		varies/sloped
	_	vanes/sioped
	Material:	
		lay-in acoustic tile
		hard/drywall (restrooms, data rooms with access panels, others as desired)
		lay-in vinyl faced panels (food service areas, data rooms, etc.)
		open/exposed structure
	_	other:
	Special A	Acoustic Characteristics:
		extra sound absorptive
		sound reflective
		other:
	_	

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	c. Walls:
	Finish/Material:
	painted
	exposed/unfinished material (such as exposed masonry. NOTE: Include proper wall base)
	ceramic tile
	Wall talker or similar roll applied combination writing and projection surface
	vinyl wall covering
	wood paneling
	other:
	Special Characteristics:
	walls run full height to structure above for security or acoustic separation
	washable
	sound absorptive material/acoustic panels
	sound reflective materials
	high durability /impact resistant
	stainless steel or fiberglass protective panels other:
	outer.
	Other special characteristics/needs/appearance:
	d. Any other special room characteristics, configuration, features or finishes:
	tiered floor with fixed tables and movable chairs ("Maricopa Tier" configuration)
	number of seats:
	raised access floor
	observation window from adjacent room
	side lite window at door (required in all faculty offices, classroom/lab doors, primary entrease
	doors into areas)
	blinds or shades at exterior windows
	light control blinds at interior windows to allow room black out capability
	other built in equipment that will be provided and installed by the contractor:
(list a	any other owner supplied/owner installed equipment in the Furniture, Fixtures and Equipment
section	on)

K. Special security, safety, fire protection, or other general needs

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no locking required keyed door lock card access locking other special door security:	
general building security alarm extended to this room/area panic alarm; will be monitored at/by: other general room or personal security system required:	
 additional small/portable fire extinguishers (higher than normal fire hazard) dry chemical fire extinguishing system (kitchen cooking areas, etc.) specialized gasous/low toxicity/clean agent fire extinguishing systems (previously "Halon", computer rooms, etc.) other special fire extinguishing/protection system required: 	, for



Departmen	IT:	Room/Area:		
_				
	NSTRUCTION: To save pages, the page break for this section can be deleted and this section can mmediately follow the information on the previous page			
(fill out this pag	ge for each room/area required w	rithin the department; add more sheets as necessary)		
FURNITURE, FIXTURES AND EQUIPMENT NEEDS: Describe, in general, the following requirements for items to be provided and installed by the college. Indicate if the item will require a connection, installation or other assistance from the contractor.				
Quantity	Item Description	Remarks/Utility Connection Needs		

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THIS PAGE AND THE FOLLOWING TWO ARE FOR BRAINSTORMING EXERCISES RELATED TO INSTRUCTIONAL SPACE PRIOR TO BEGINNING THE EDUCATION SPECIFICATION.

THEY DO NOT NEED TO BE INCLUDED IN THE FINAL EDUCATION SPECIFICATION SUBMITTAL.

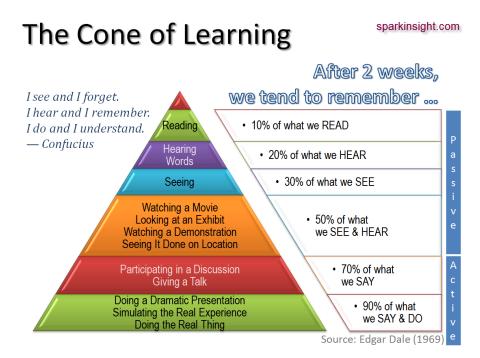
Facilities need to support several fundamental activities that will occupy most of the student's time. Learners will need space in which to:

- Practice activities, alone and in teams
- Receive coaching and assessment
- Acquire knowledge and explanations gained through some mix of reading, listening, watching and interacting

We believe that:

- "Learning by doing" matters
- Context matters
- Interaction matters
- Location of learning matters

"Active Learning" appears one of the most widely accepted models to create the best result of understanding and retention in our learners:



(from Edgar Dale's Audio-Visual Methods in Teaching, Hold, Rinehart and Winston)

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Last master form edit: 2/23/17 adding lactation room to general room requirements
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As we respond to each of the following questions, think in broad terms about the kind of activity or learning that will take place and what kinds of things in the learning environment are required to support those activities.

1. What kinds of learning capabilities should the space support?

- Enable participants to hear and speak
- Enable the learner or teacher to discover, import and display information easily, including the ability for a student in a larger class to point to or within an image, or images, while explaining "comparing and contrasting", or asking a question
- Enable participants to see one another's faces
- Enable faculty members to spot patterns in student's thinking in order to adjust instruction "on the fly"
- Enable the use of computing connectivity
- Enable participants to review previous classroom communication or instruction
- Enable students to talk with one another during the class sessions
- Enable a shift from large lecture format to small group work and back
- Enable the real-time use of outside experts or distance learning
- Enable students to use one another as learning resources
- Enable faculty and students to use the classroom easily
- Enable participants to interact spontaneously, other than through normal course activity
- Enable participants to store bulky materials during and between course meetings

2. What kinds of specialized activities might occur in the learning space?

- Thinking/conceiving spaces (spaces for deliberating)
- Designing spaces (spaces for putting structure, order and context to free-ranging ideas)
- Presenting spaces (spaces for showing things to a group)
- Collaborating spaces (spaces for enabling team activities)
- Debating or negotiating spaces (spaces for facilitating negotiations)
- Documenting spaces (spaces for describing and informing specific activities, objects or other actions)
- Implementing/associating spaces (spaces for bringing together related things needed to accomplish a task or goal)
- Practicing spaces (spaces for investigating specific disciplines)
- Sensing spaces (spaces for pervasively monitoring a location)
- Operating spaces (spaces for controlling systems, tools, and complex environments)

What key activities must this learning space support?

- Students need to be able to hear what the instructor and other students say and see what other people show, even if objects are small and many students are in the area
- Students need to be able to replay this material, perhaps instantly
- Students need to be able to try something someone suggests, then and there
- Students need to be able to work for short times in groups, sharing information, observing and critiquing one another's work
- Students need to be able to respond to questions, from their peers as well as from the instructor
- The lecturer needs to be able to display student response patterns and use them to provoke further discussion

(The above brainstorming exercise information taken from "Future of Learning Space: Breaking Out of the Box" by Phillip D. Long and Stephen C. Ehrman, Educause Magazine, July/August 2005, pages 42-58)

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If the proposed learning spaces must be flexible, what does that term mean?

- Programming flexibility: providing space to support a variety of similar programs without any reconfiguration from use to use
- Spatial flexibility: providing space that can be easily transformed to support a variety of different program uses
- Time flexibility: synchronous and asynchronous learning
- Setting flexibility: learning occurring in spaces not previously intended, nor primarily designed as the main use, for learning
- Location flexibility: Distributed, distance learning or ubiquitous ("when I want it, where I want it") delivery versus face-to-face instruction

What does all this mean in terms of the facility that we will provide for?

- Physical layout
- Furnishings
- Equipment
- Technology
- Infrastructure
- Support structure (including human support, such as technical assistance, instructional development, etc.)

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