



000304 Office Suites and Offices

TYPICAL BUILDING SPACES

1 General

Individual offices shall be consistently sized between 130 and 140 square feet.

- a. Standard adjustable shelving, 3 sets, 3 shelves high, 48" wide x 10" deep (with ends) on brackets & 8' ht. Standards, mounted directly above 4" base.
- b. Heavy duty "Mecho" type roller shades.
- c. Operable sash exterior window, sill ht. To be 3'-0" max. Above floor.
- d. 4' w x 3' ht., ½ tack board, ½ dry-erase board or as specified by user. Location to be determined at time of installation.
- e. Full ht. Relite next to door where possible (frosted or textured glass to be determined)
- f. 2 coat hooks on back of door, 1@54" ht. And 1 @ 66" ht.
- g. Provide a 20" minimum space behind door (for file cabinet)
- h. 4 plex receptacle 2'-2" min – 3' max from exterior wall, 18" ht.
- i. Duplex receptacle, 18" ht.
- j. Thermostat shall be located on wall opposite shelving, 54" from interior corner.
- k. Fin Tube Radiation, build into wall below sill where possible.

2 Sample Layout



